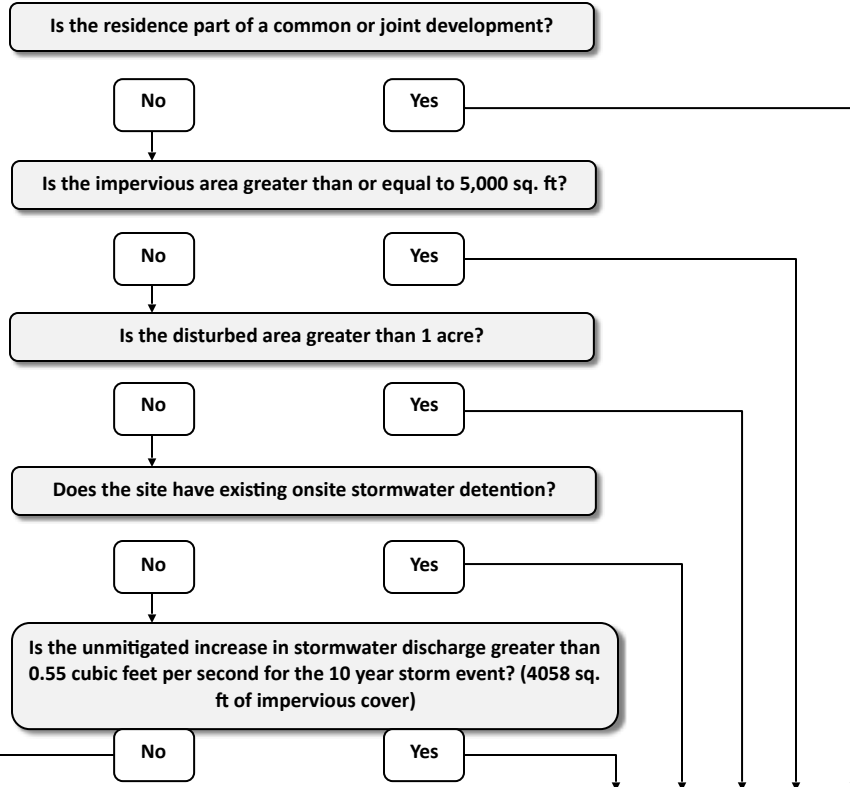


# Engineering Residential Development Typical Permitting Process

\*\*\*Please note this document represents a typical submittal process.\*\*\*



**Minor Development Permit**

Submittal should contain:

1. Complete Minor Development Plan Application
2. Submit 3 copies of Site Plan containing:
  - a. Topographic Survey
  - b. Current Conditions
  - c. Proposed Work
  - d. Current Zoning Setbacks
  - e. Lot Coverage
  - f. Stream Buffer if applicable – Variance may be required
  - g. Floodplain if applicable – Variance and further permitting may be required

**Residential Site Development Permit**

Following a Pre-application meeting with Engineering, the Submittal should contain:

1. Single Family Plan Review Application
2. Hydrology Report certified by a Professional Engineer
3. City's Stormwater Design Checklist
4. Operation and Maintenance Plan for all stormwater facilities
5. Drainage Review Fee, starting at \$200 for 1 acre or less
6. Soil and Erosion Review Fee, starting at \$100 for 1 acre or less
7. 7 Sets of Civil Design Plans containing but not limited to:
  - a. Topographic Survey
  - b. Existing and Proposed Conditions
  - c. Erosion and Sediment Control Plans
  - d. Grading Plan
  - e. Utility Plan with profiles
  - f. Stormwater Facility Details
  - g. Water Quality Details, if applicable

Engineering and the Planning, Zoning, and Inspection Offices will review the submittal. Water Quality measures are

Planning, Zoning and Inspections and Engineering departments review plans and have 30 days to approve or deny submittal. The 30 day window starts only when the complete package is submitted. Every effort is made to complete the review well before the end of 30 days.