



1/13/2023

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RE: **Site Plan Review – Electronic Plan Review Cycle #2 Update** – SPR 22-091995

Greetings Andy, Mike, and David

Thank you for submitting revised drafts of your plans and the engineering report via our electronic system. The reviewers have left comments and questions for your consideration in the system. A reminder that most projects take 3-5 review cycles. When each review group has signed off, I will be able to provide stamped plans.

- To provide project updates in response to staff comments, upload an updated Site Plan package to the City of St. Paul's Electronic Plan Review System (planreview.stpaul.gov/ProjectDox) for review by the Site Plan Review Committee.
- Site Plan Review decisions may be appealed within ten days after the date of the decision (which is the date of this letter) per Leg. Code Sec. 61.701 – Administrative Appeals, to the Planning Commission. An Appeal of a Site Plan decision shall be filed with the Zoning Administrator.
- The Site Plan Review Approval process only encompasses design approval. Construction and Utility Permits required for your project will result in additional reviews and requirements. Please plan your project accordingly.

Leave a response to each "Not Met" Checklist Item in the "Applicant Response" column of ProjectDox. If you have questions about a specific reviewer comment, reach out directly to that reviewer. Their email addresses are listed in the "Department Review Status" report, available in your ProjectDox file.

For general process or ProjectDox information contact a Site Plan Review Coordinator at 651-266-9008 or SitePlanReview@ci.stpaul.mn.us

Thank you for choosing to do business in Saint Paul.

Ashley Skarda
Site Plan Review Coordinator

cc: File