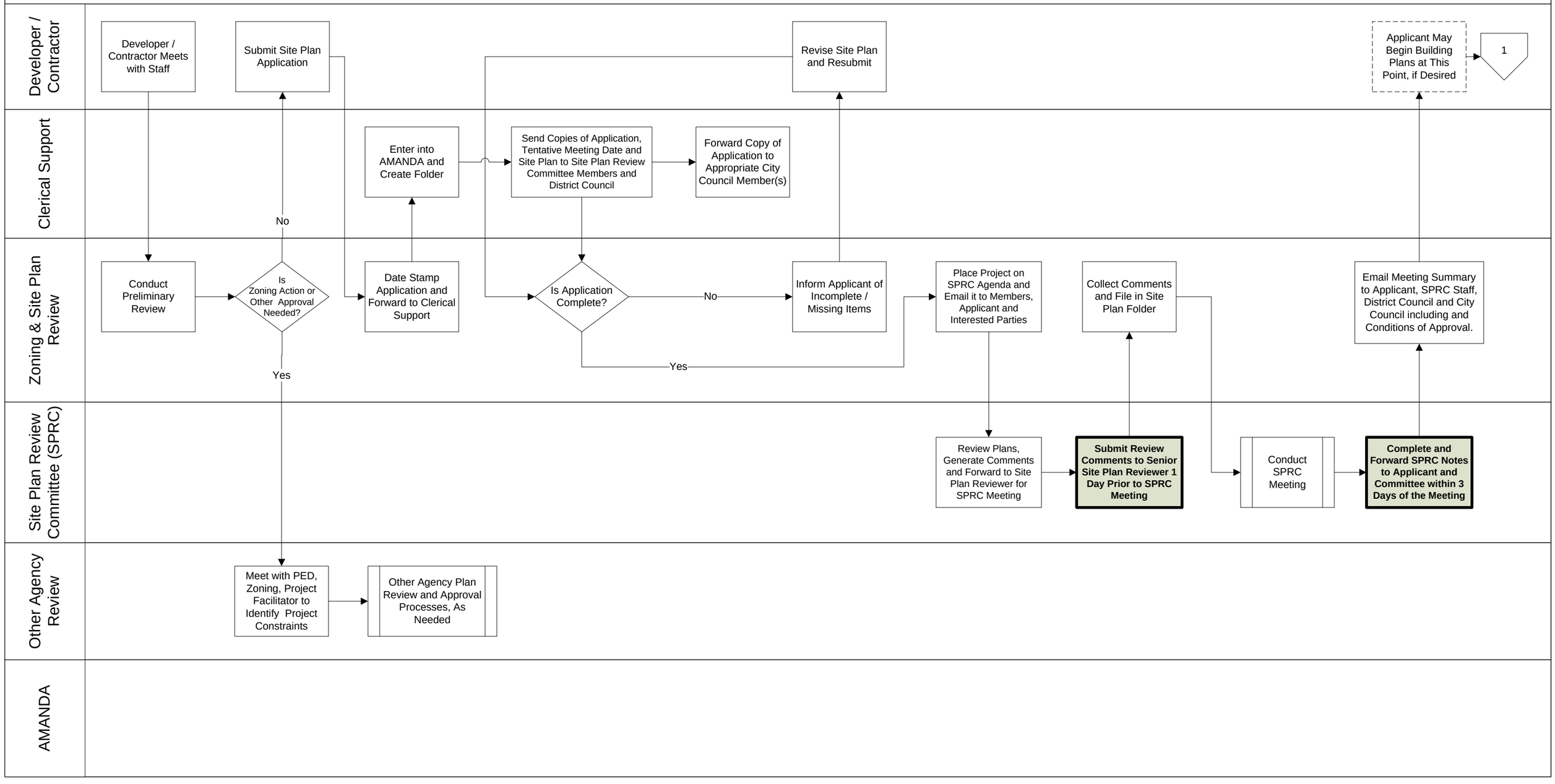
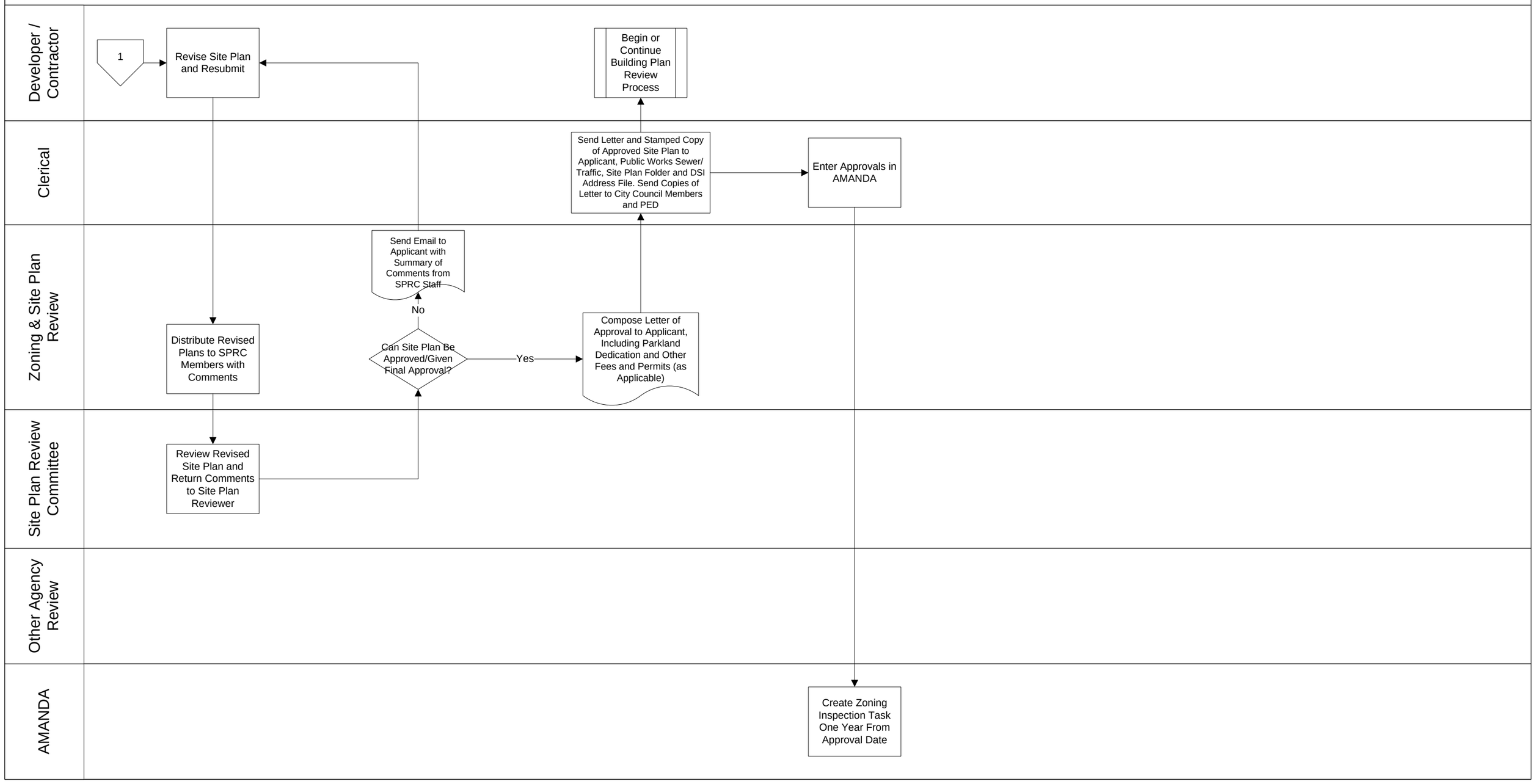
Saint Paul Department of Safety and Inspections - Commercial Development Site Plan Review To-Be Process

Note - Final Plan Approval will not be issued until all other agency approvals are received by DSI




Developer / Contractor
Clerical
Zoning & Site Plan Review
Site Plan Review Committee
Other Agency Review
AMANDA
1
Revise Site Plan and Resubmit
Begin or Continue Building Plan Review Process
Send Letter and Stamped Copy of Approved Site Plan to Applicant, Public Works Sewer/ Traffic, Site Plan Folder and DSI Address File. Send Copies of Letter to City Council Members and PED
Enter Approvals in AMANDA
Send Email to Applicant with Summary of Comments from SPRC Staff
No
Distribute Revised Plans to SPRC Members with Comments
Can Site Plan Be Approved/Given Final Approval?
Yes
Compose Letter of Approval to Applicant, Including Parkland Dedication and Other Fees and Permits (as Applicable)
Review Revised Site Plan and Return Comments to Site Plan Reviewer
Create Zoning Inspection Task One Year From Approval Date