

Development Process Workshop



**Roles in
Process**

1

3

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Roles and Responsibilities

DEVELOPER

Project Idea based on Marketing or other Research
Land OR Due Diligence for Property Purchase
Financing of construction
Hiring professionals (architect, engineer, contractors, environmental)

CITY

Guide/Expert in local land use regulations
Environmental Review Compliance (CEQA)
Facilitates meetings with affected agencies and public
Ensure the Project align with the Community's needs and vision

PUBLIC

Comprised of residents, local businesses, and other stakeholders
Public comments including opinions, concerns, and suggestions



**City
General
Plan**

Specific Plans
(Northwest Selma, McCall Avenue,
South Selma, Amberwood)

Zoning Code
(Title 11 of the Selma Municipal Code)

Variances

**Conditional
Use Permits**

**Subdivisions
Parcels Maps**

**Building
Permits**

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ALTA

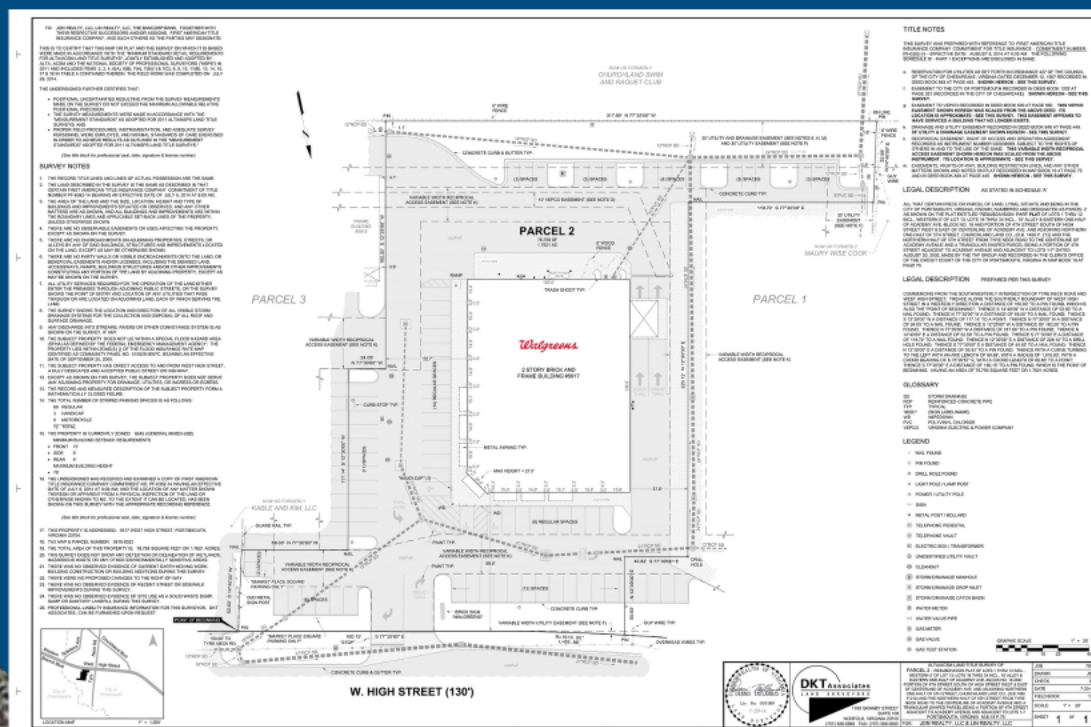
Entitlements

Utilities

Other Agencies

ALTA Survey

ALTA Surveys, along with PTRs, can identify potential conflicts on a property that will require resolution to the applicant prior to starting the entitlement process. Many of these conflicts can take considerable time to resolve and therefore should be initiated as soon as they are known.



TO: JON REALTY, LLC, LIN REALTY, LLC, THE BANK OF AMERICA, TOGETHER WITH THEIR RESPECTIVE SUCCESSORS AND/OR ASSIGNS, FIRST AMERICAN TITLE INSURANCE COMPANY, AND SUCH OTHERS AS THE PARTIES MAY DESIGNATE.

THIS IS TO CERTIFY THAT THIS MAP OR PLAN AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE "MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ACSM LAND TITLE SURVEYS," JOINTLY ESTABLISHED AND ADOPTED BY ALTA, ACSM AND THE NATIONAL SOCIETY OF PROFESSIONAL SURVEYORS ("NSPS") IN 2011 AND INCLUDES ITEMS 2.2, 4, 6(A), 6(B), 7(A), 7(B), 7(C), 8, 9, 10, 11(B), 12, 14, 16, 17, 18 IN TABLE A CONTAINED THEREIN. THE FIELD WORK WAS COMPLETED ON JULY 28, 2014.

THE UNDERSIGNED FURTHER CERTIFIES THAT:

- POSITIONAL UNCERTAINTIES RESULTING FROM THE SURVEY MEASUREMENTS MADE ON THE SURVEY DO NOT EXCEED THE MAXIMUM ALLOWABLE RELATIVE POSITIONAL PRECISION.
- THE SURVEY MEASUREMENTS WERE MADE IN ACCORDANCE WITH THE "MEASUREMENT STANDARDS" AS ADOPTED FOR 2011 ALTA/ACSM LAND TITLE SURVEYS, AND
- PROPER FIELD PROCEDURES, INSTRUMENTATION, AND ADEQUATE SURVEY PERSONNEL WERE EMPLOYED, AND NORMAL STANDARDS OF CARE EXERCISED IN ORDER TO ACHIEVE RESULTS AS OUTLINED IN THE "MEASUREMENT STANDARDS" ADOPTED FOR 2011 ALTA/ACSM LAND TITLE SURVEYS."

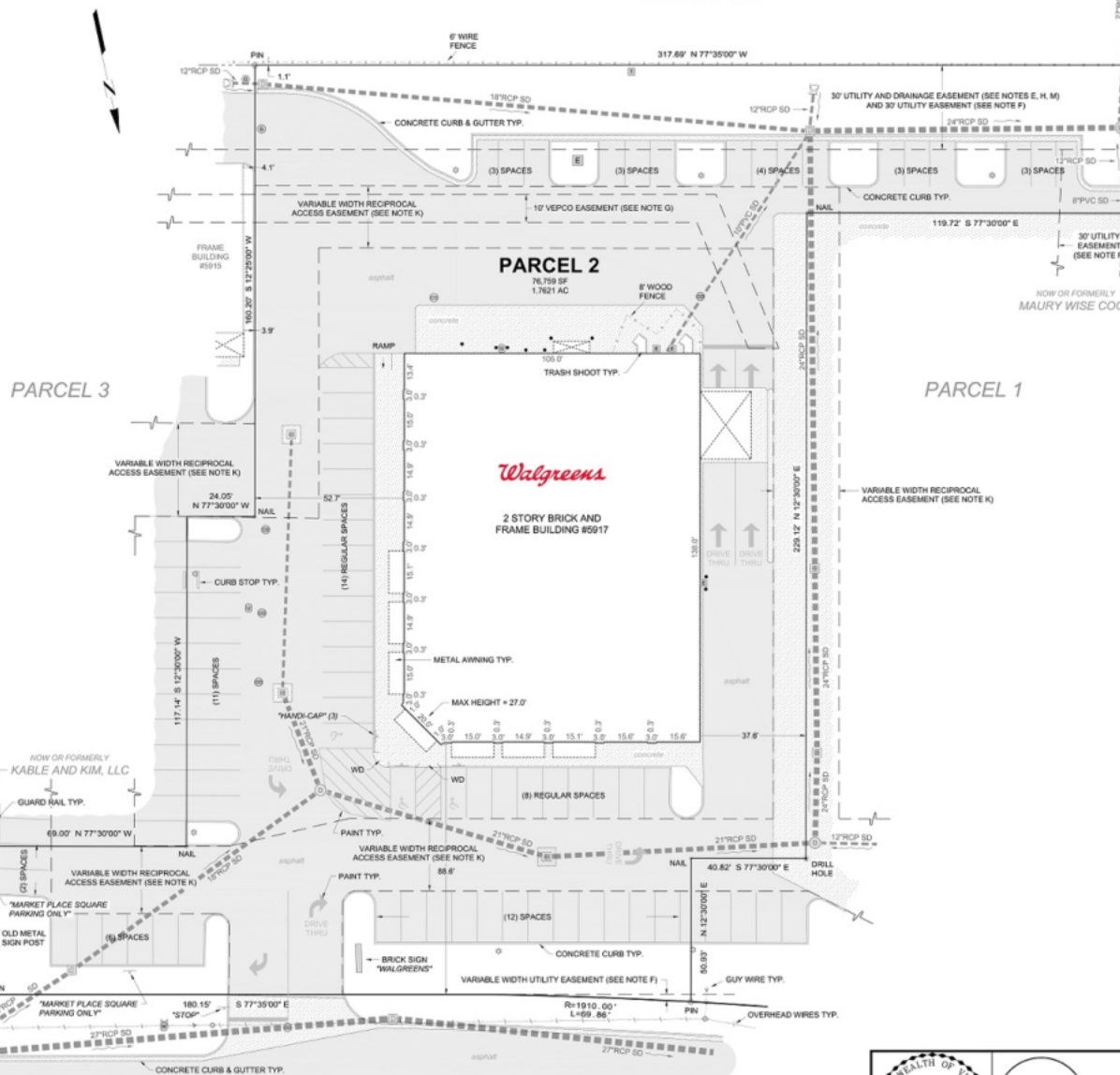
(See title block for professional seal, date, signature & license number)

SURVEY NOTES

1. THE RECORD TITLE LINES AND LINES OF ACTUAL POSSESSION ARE THE SAME.
2. THE LAND DESCRIBED IN THE SURVEY IS THE SAME AS DESCRIBED IN THAT CERTAIN FIRST AMERICAN TITLE INSURANCE COMPANY COMMITMENT OF TITLE NUMBER PF-4362-14 BEARING AN EFFECTIVE DATE OF JULY 8, 2014 AT 8:00 AM.
3. THE AREA OF THE LAND AND THE SIZE, LOCATION, HEIGHT AND TYPE OF BUILDINGS AND IMPROVEMENTS SITUATED OR OBSERVED, AND ANY OTHER MATTERS ARE AS SHOWN, AND ALL BUILDINGS AND IMPROVEMENTS ARE WITHIN THE BOUNDARY LINES AND APPLICABLE SET-BACK LINES OF THE PROPERTY, UNLESS OTHERWISE SHOWN.
4. THERE ARE NO OBSERVABLE EASEMENTS OR USES AFFECTING THE PROPERTY, EXCEPT AS SHOWN ON THE SURVEY.
5. THERE ARE NO ENCROACHMENTS ON ADJOINING PROPERTIES, STREETS, OR ALLEYS BY ANY OF SAID BUILDINGS, STRUCTURES AND IMPROVEMENTS LOCATED ON THE LAND, EXCEPT AS MAY BE OTHERWISE SHOWN.
6. THERE ARE NO PARTY WALLS OR VISIBLE ENCROACHMENTS ONTO THE LAND, OR BENEFICIAL EASEMENTS AND/OR LICENSES, INCLUDING THE DEMISED LAND, ACCESSWAYS, RAMPS, BUILDINGS STRUCTURES AND/OR OTHER IMPROVEMENTS CONSTITUTING ANY PORTION OF THE LAND BY ADJOINING PROPERTY, EXCEPT AS MAY BE SHOWN ON THE SURVEY.
7. ALL UTILITY SERVICES REQUIRED FOR THE OPERATION OF THE LAND EITHER ENTER THE PREMISES THROUGH ADJOINING PUBLIC STREETS OR THE SURVEY SHOWS THE POINT OF ENTRY AND LOCATION OF ANY UTILITIES THAT PASS THROUGH OR ARE LOCATED ON ADJOINING LAND, EACH OF WHICH SERVING THE LAND.
8. THE SURVEY SHOWS THE LOCATION AND DIRECTION OF ALL VISIBLE STORM DRAINAGE SYSTEMS FOR THE COLLECTION AND DISPOSAL OF ALL ROOF AND SURFACE DRAINAGE.
9. ANY DISCHARGE INTO STREAMS, RIVERS OR OTHER CONVEYANCE SYSTEM IS AS SHOWN ON THE SURVEY, IF ANY.
10. THE SUBJECT PROPERTY DOES NOT LIE WITHIN A SPECIAL FLOOD HAZARD AREA (SFHA) AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, THE PROPERTY LIES WITHIN ZONE(S) X OF THE FLOOD INSURANCE RATE MAP IDENTIFIED AS COMMUNITY PANEL NO. 51529-0057C, BEARING AN EFFECTIVE DATE OF SEPTEMBER 28, 2009.
11. THE SUBJECT PROPERTY HAS DIRECT ACCESS TO AND FROM WEST HIGH STREET, A DAILY DEDICATED AND ACCEPTED PUBLIC STREET OR HIGHWAY.
12. EXCEPT AS SHOWN ON THIS SURVEY, THE SUBJECT PROPERTY DOES NOT SERVE ANY ADJOINING PROPERTY FOR DRAINAGE, UTILITIES, OR INGRESS OR EGRESS.
13. THE RECORD AND MEASURED DESCRIPTION OF THE SUBJECT PROPERTY FORM A MATHEMATICALLY CLOSED FIGURE.
14. THE TOTAL NUMBER OF STRIPED PARKING SPACES IS AS FOLLOWS:
 - 69 REGULAR
 - 3 HANDICAP
 - 9 MOTORCYCLE
 - 72 TOTAL
15. THE PROPERTY IS CURRENTLY ZONED: GMU (GENERAL MIXED-USE) MINIMUM BUILDING SETBACK REQUIREMENTS
 - FRONT 15'
 - SIDE 5'
 - REAR 5'
 - MAXIMUM BUILDING HEIGHT
 - 75'
16. THE UNDERSIGNED HAS RECEIVED AND EXAMINED A COPY OF FIRST AMERICAN TITLE INSURANCE COMPANY COMMITMENT NO. PF-4362-14 HAVING AN EFFECTIVE DATE OF JULY 8, 2014 AT 8:00 AM, AND THE LOCATION OF ANY MATTER SHOWN THEREON OR APPARENT FROM A PHYSICAL INSPECTION OF THE LAND OR OTHERWISE KNOWN TO ME, TO THE EXTENT IT CAN BE LOCATED, HAS BEEN SHOWN ON THIS SURVEY WITH THE APPROPRIATE RECORDING REFERENCE.

(See title block for professional seal, date, signature & license number)

17. THIS PROPERTY IS ADDRESSED: 5917 WEST HIGH STREET, PORTSMOUTH, VIRGINIA 23704.
18. TAX MAP & PARCEL NUMBER: 0616-0022
19. THE TOTAL AREA OF THIS PROPERTY IS: 76,759 SQUARE FEET OR 1.7621 ACRES.
20. THIS SURVEY DOES NOT SHOW ANY DETECTION OR DELINEATION OF WETLANDS, HAZARDOUS WASTE OR ANY OTHER ENVIRONMENTALLY SENSITIVE AREAS.
21. THERE WAS NO OBSERVED EVIDENCE OF CURRENT EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS DURING THIS SURVEY.
22. THERE WERE NO PROPOSED CHANGES TO THE RIGHT-OF-WAY.
23. THERE WAS NO OBSERVED EVIDENCE OF RECENT STREET OR SIDEWALK IMPROVEMENTS DURING THIS SURVEY.
24. THERE WAS NO OBSERVED EVIDENCE OF SITE USE AS A SOLID WASTE DUMP, BUMP OR SANITARY LANDFILL DURING THIS SURVEY.
25. PROFESSIONAL LIABILITY INSURANCE INFORMATION FOR THIS SURVEYOR, DKT ASSOCIATES, CAN BE FURNISHED UPON REQUEST.



W. HIGH STREET (130')

TITLE NOTES

THIS SURVEY WAS PREPARED WITH REFERENCE TO FIRST AMERICAN TITLE INSURANCE COMPANY COMMITMENT FOR TITLE INSURANCE - COMMITMENT NUMBER: PF-4362-14 - EFFECTIVE DATE: AUGUST 8, 2014 AT 8:00 AM. THE FOLLOWING SCHEDULE "B" - PART 1 EXCEPTIONS ARE DISCLOSED IN SAME:

6. RESERVATION FOR UTILITIES AS SET FORTH IN ORDINANCE 427 OF THE COUNCIL OF THE CITY OF CHESAPEAKE, VIRGINIA DATED DECEMBER 12, 1967 RECORDED IN DEED BOOK 844 AT PAGE 445. SHOWN HEREON - SEE THIS SURVEY.
7. EASEMENT TO THE CITY OF PORTSMOUTH RECORDED IN DEED BOOK 1202 AT PAGE 353 (RECORDED IN THE CITY OF CHESAPEAKE). SHOWN HEREON - SEE THIS SURVEY.
8. EASEMENT TO VEPCO RECORDED IN DEED BOOK 509 AT PAGE 560. THIS VEPCO EASEMENT SHOWN HEREON WAS SCALED FROM THE ABOVE DEED. ITS LOCATION IS APPROXIMATE - SEE THIS SURVEY. THIS EASEMENT APPEARS TO HAVE SERVICED A BUILDING THAT NO LONGER EXISTS.
9. DRAINAGE AND UTILITY EASEMENT RECORDED IN DEED BOOK 848 AT PAGE 449. 30' UTILITY & DRAINAGE EASEMENT SHOWN HEREON - SEE THIS SURVEY.
10. RECIPROCAL EASEMENT, RIGHT OF ACCESS AND OPERATION AGREEMENT RECORDED AS INSTRUMENT NUMBER 02039989, SUBJECT TO THE RIGHTS OF THE CITY OF CHESAPEAKE AND TO THE USE OF THE SAME. THIS VARIABLE WIDTH RECIPROCAL ACCESS EASEMENT SHOWN HEREON WAS SCALED FROM THE ABOVE INSTRUMENT. ITS LOCATION IS APPROXIMATE - SEE THIS SURVEY.
11. EASEMENTS, RIGHTS-OF-WAY, BUILDING RESTRICTION LINES, AND ANY OTHER MATTERS SHOWN AND NOTED ON PLAT RECORDED IN MAP BOOK 19 AT PAGE 75 AND IN DEED BOOK 848 AT PAGE 445. SHOWN HEREON - SEE THIS SURVEY.

LEGAL DESCRIPTION AS STATED IN SCHEDULE 'A'

ALL THAT CERTAIN PIECE OR PARCEL OF LAND, LYING, SITUATE AND BEING IN THE CITY OF PORTSMOUTH, VIRGINIA, KNOWN, NUMBERED AND DESIGNATED AS PARCEL 2 AS SHOWN ON THE PLAT ENTITLED "RESUBDIVISION, PART PLAT OF LOTS 1 THRU 12 INCL. WESTERN 5' OF LOT 13, LOTS 18 THRU 34 INCL. 16' ALLEY & EASTERN ONE-HALF OF ACADEMY AVE. BLOCK NO. 18 AND PORTION OF 4TH STREET SOUTH OF HIGH STREET" WEST & EAST OF CENTERLINE OF ACADEMY AVE. AND ADJOINING NORTHERN ONE-HALF OF 5TH STREET, CHURCHLAND LAND CO., D.B. 1488 P. 212) AND THE NORTHERN HALF OF 5TH STREET FROM TYRE NECK ROAD TO THE CENTERLINE OF ACADEMY AVENUE AND A TRIANGULAR SHAPED PARCEL BEING A PORTION OF 4TH STREET ADJACENT TO ACADEMY AVENUE AND ADJACENT TO LOTS 1-7 DATED AUGUST 20, 2009, MADE BY THE TAF GROUP AND RECORDED IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF PORTSMOUTH, VIRGINIA IN MAP BOOK 19 AT PAGE 75.

LEGAL DESCRIPTION PREPARED PER THIS SURVEY

COMMENCING FROM THE SOUTHWESTERLY INTERSECTION OF TYRE NECK ROAD AND WEST HIGH STREET; THENCE ALONG THE SOUTHERLY BOUNDARY OF WEST HIGH STREET IN A WESTERLY DIRECTION A DISTANCE OF 150.00' TO A PIN FOUND, WHICH IS ALSO THE POINT OF BEGINNING; THENCE S 14°40'00" W A DISTANCE OF 52.80' TO A NAIL FOUND; THENCE N 77°30'00" W A DISTANCE OF 68.00' TO A NAIL FOUND; THENCE S 12°30'00" W A DISTANCE OF 117.14' TO A POINT; THENCE N 77°30'00" W A DISTANCE OF 24.00' TO A NAIL FOUND; THENCE S 12°25'00" W A DISTANCE OF 160.20' TO A PIN FOUND; THENCE N 77°30'00" W A DISTANCE OF 317.69' TO A PIN FOUND; THENCE N 14°40'00" E A DISTANCE OF 52.59' TO A PIN FOUND; THENCE S 77°30'00" E A DISTANCE OF 119.72' TO A NAIL FOUND; THENCE N 12°30'00" E A DISTANCE OF 229.12' TO A DRILL HOLE FOUND; THENCE S 77°30'00" E A DISTANCE OF 40.82' TO A NAIL FOUND; THENCE N 12°30'00" E A DISTANCE OF 58.93' TO A PIN FOUND; THENCE WITH A CURVE TURNING TO THE LEFT WITH AN ARC LENGTH OF 69.85', WITH A RADIUS OF 1,910.00', WITH A CHORD BEARING OF S 75°28'25" E, WITH A CHORD LENGTH OF 69.89' TO A POINT; THENCE S 77°30'00" E A DISTANCE OF 180.19' TO A PIN FOUND, WHICH IS THE POINT OF BEGINNING. HAVING AN AREA OF 76,759 SQUARE FEET OR 1.7621 ACRES.

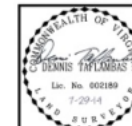
GLOSSARY

SD STORM DRAINAGE
RCP REINFORCED CONCRETE PIPE
TYP TYPICAL
WPC WPC (WATER PUMP CONTROL)
WD WIPEDOWN
PVC POLYVINYL CHLORIDE
VEPCO VIRGINIA ELECTRIC & POWER COMPANY

LEGEND

- NAIL FOUND
- PIN FOUND
- DRILL HOLE FOUND
- LIGHT POLE / LAMP POST
- POWER / UTILITY POLE
- SIGN
- METAL POST / BOLLARD
- TELEPHONE PEDESTAL
- TELEPHONE VAULT
- UNIDENTIFIED UTILITY VAULT
- CLEANOUT
- STORM DRAINAGE MANHOLE
- STORM DRAINAGE DROP INLET
- STORM DRAINAGE CATCH BASIN
- WATER METER
- WATER VALVE PIPE
- GAS METER
- GAS VALVE
- GAS TEST STATION

GRAPHIC SCALE 1" = 30'



ALTA/ACSM LAND TITLE SURVEY OF PARCEL 2 - RESUBDIVISION PLAT OF LOTS 1 THRU 12 INCL. WESTERN 5' OF LOT 13, LOTS 18 THRU 34 INCL. 16' ALLEY & EASTERN ONE-HALF OF ACADEMY AVE. BLOCK NO. 18 AND PORTION OF 4TH STREET SOUTH OF HIGH STREET WEST & EAST OF CENTERLINE OF ACADEMY AVE. AND ADJOINING NORTHERN ONE-HALF OF 5TH STREET, CHURCHLAND LAND CO., D.B. 1488 P. 212) AND THE NORTHERN HALF OF 5TH STREET FROM TYRE NECK ROAD TO THE CENTERLINE OF ACADEMY AVENUE AND A TRIANGULAR SHAPED PARCEL BEING A PORTION OF 4TH STREET ADJACENT TO ACADEMY AVENUE AND ADJACENT TO LOTS 1-7 PORTSMOUTH, VIRGINIA. 18.19.19.15	JOB 7958
FOR: JON REALTY, LLC & LIN REALTY, LLC	DRAWN 250
	CHECK DT
	DATE 7-29-14
	FIELD BOOK 129
	SCALE: 1" = 30'
	SHEET 1 OF 1

Due Diligence

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ALTA

Entitlements

Utilities

Other Agencies



Entitlement Types

- Site Plan Review (staff approval)
 - Confirmation of development standards with COAs.
- Variance (PC approval)
 - Alteration of development standards to allow project to occur when there are constraints.
 - Should not be applied to an empty lot because there are no unique constraints limiting development
- Conditional Use Permit (PC approval)
 - Permit to confirm compatibility of use with adjacent properties.
- Rezone (CC approval)
 - Changing use and development standards to another category.
 - Needs to be consistent with General Plan.
- General Plan Amendment (CC approval)
 - Changing land use designation of the long range plan of the City
 - Should be heavily scrutinized by City to ensure long range vision and plan not compromised
- Parcel Map (CC approval)
 - Land division creating 4 or less lots
- Subdivision Map (CC approval)
 - Land division creating 5 or more lots



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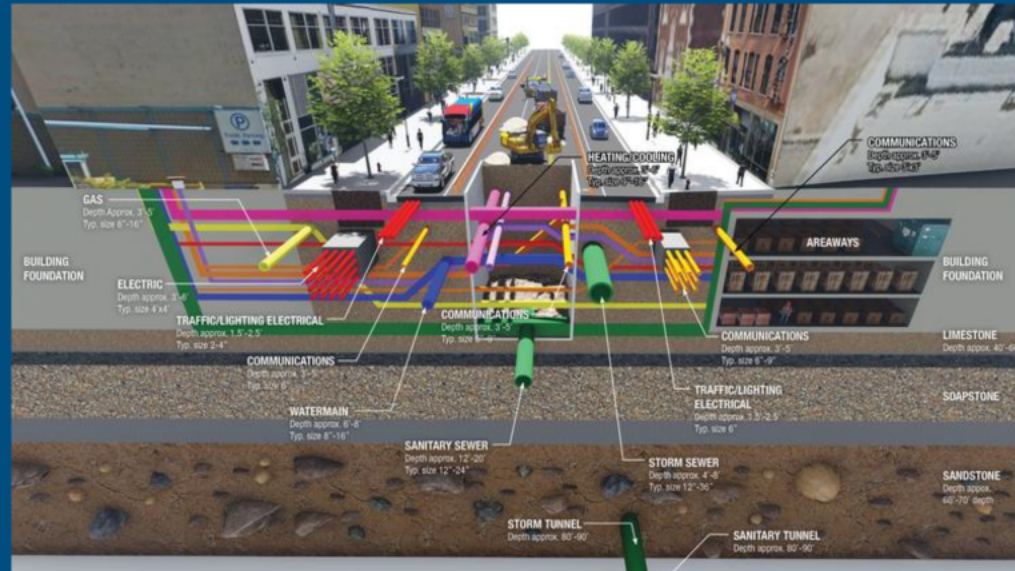
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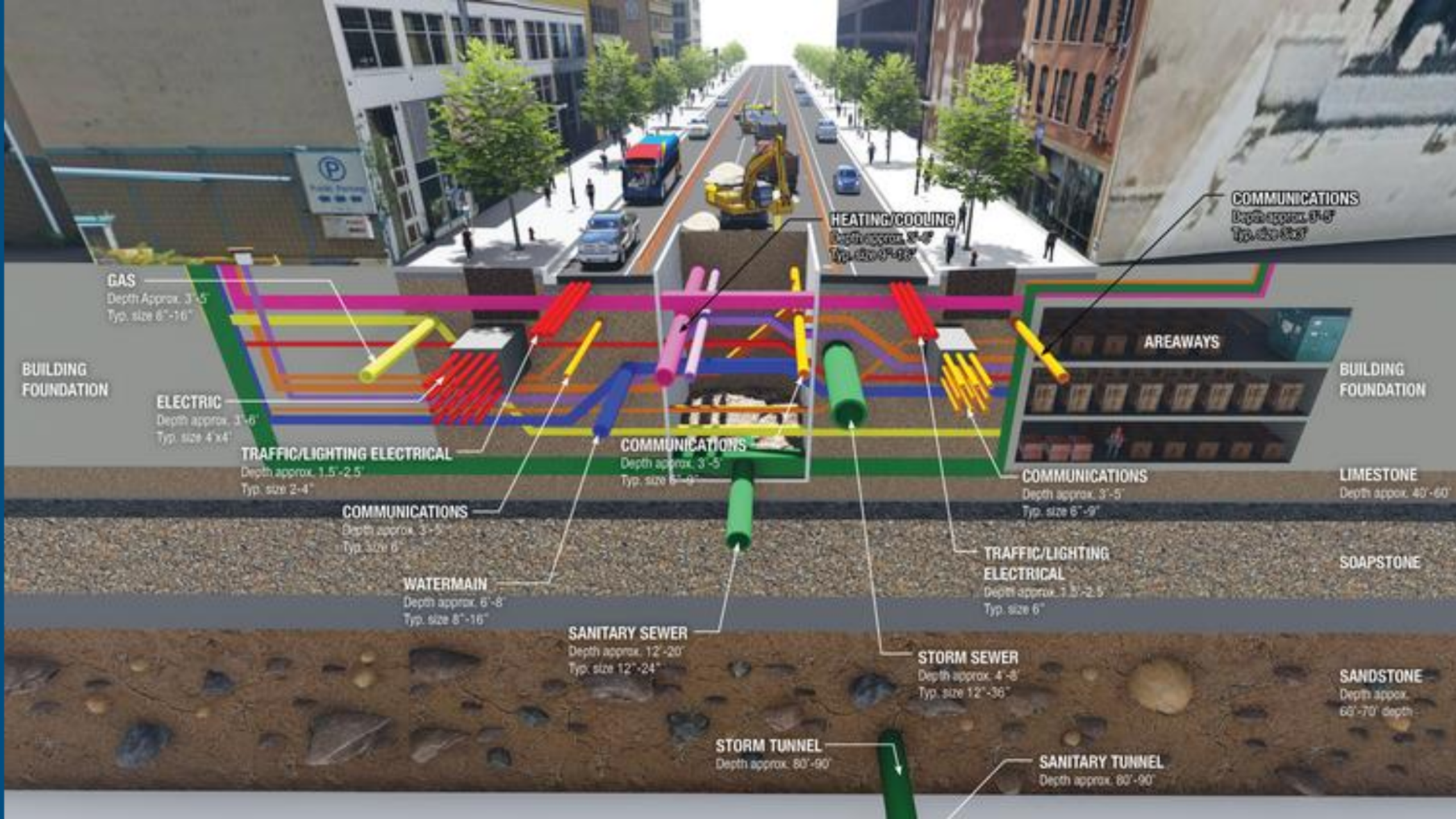
Utilities

**Other
Agencies**

Utility Coordination

Coordination with multiple utility providers take time to ensure there are no conflicts with installation within the public way. Because the City has multiple providers, it can take more time to gain consistency with all agencies' standards before project approval. It can be even more difficult in areas controlled by CalTrans.





COMMUNICATIONS
Depth approx. 3'-5'
Typ. size 6"-9"

HEATING/COOLING
Depth approx. 3'-5'
Typ. size 4"-8"

AREAWAYS

BUILDING FOUNDATION

LIMESTONE
Depth approx. 40'-60'

SOAPSTONE

SANDSTONE
Depth approx. 60'-70' depth

COMMUNICATIONS
Depth approx. 3'-5'
Typ. size 6"-9"

TRAFFIC/LIGHTING ELECTRICAL
Depth approx. 1.5'-2.5'
Typ. size 6"

STORM SEWER
Depth approx. 4'-8'
Typ. size 12"-36"

SANITARY TUNNEL
Depth approx. 80'-90'

STORM TUNNEL
Depth approx. 80'-90'

SANITARY SEWER
Depth approx. 12'-20'
Typ. size 12"-24"

WATERMAIN
Depth approx. 6'-8'
Typ. size 8"-16"

COMMUNICATIONS
Depth approx. 3'-5'
Typ. size 6"

TRAFFIC/LIGHTING ELECTRICAL
Depth approx. 1.5'-2.5'
Typ. size 2-4"

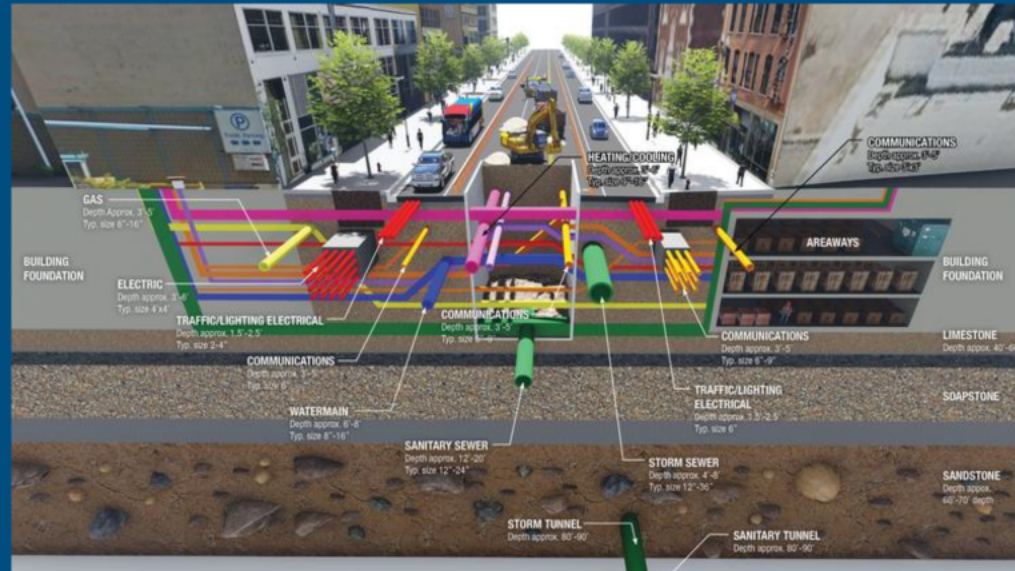
ELECTRIC
Depth approx. 3'-6'
Typ. size 4"x4"

GAS
Depth approx. 3'-5'
Typ. size 6"-16"

BUILDING FOUNDATION

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Other Agencies

Other Agencies

Although the City may be processing applications, other agencies retain approval authority in some cases, such as when the project is close to the highway (CalTrans). In these cases, the City has little to no ability to remove or alter development requirements from these agencies.



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Entitlement Process

The review of the project and issuance of mitigation measures and conditions of approval.

- Ministerial vs. Discretionary
 - Varying development timeframes
 - CEQA Process (Exempt, MND, EIR)
 - Technical Studies (If required)
 - May require subsequent Planning Commission and/or City Council approval or Department approval

Ministerial

Discretionary



Ministerial Projects

- Simpler process. Typically projects that are less impactful, more compatible within the applicable zone district
- Exempt from CEQA Review
 - CEQA Guidelines Sections 15268 and 15300.1
- Review ranges from Building Permit only to Site Plan Review
 - Only reviewing compliance with City development standards
- Following submittal, City Departments and Utility Providers receive notice to review the application
 - If incomplete or project does not provide appropriate detail, applicants will be required to revise and resubmit plan.
 - If Departments can approve, they will do so, likely with conditions of approval that need to be fulfilled at varying points, such as prior to building permit issuance or issuance of Certificate of Occupancy



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2-3 Months



Entitlement Process

The review of the project and issuance of mitigation measures and conditions of approval.

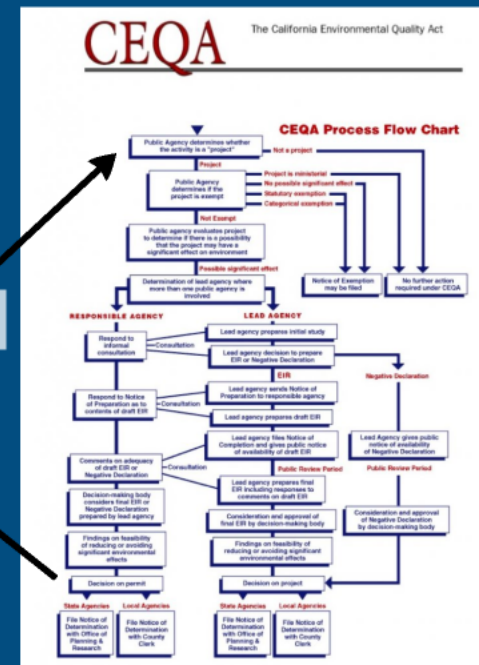
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Ministerial

Discretionary

Discretionary Projects

- More complicated process. Typically uses that are more impactful, less compatible within the applicable zone district or surrounding properties. CEQA required.



Application

Business Review

Technical Studies

CEQA Process

Hearing (PC)

al Period

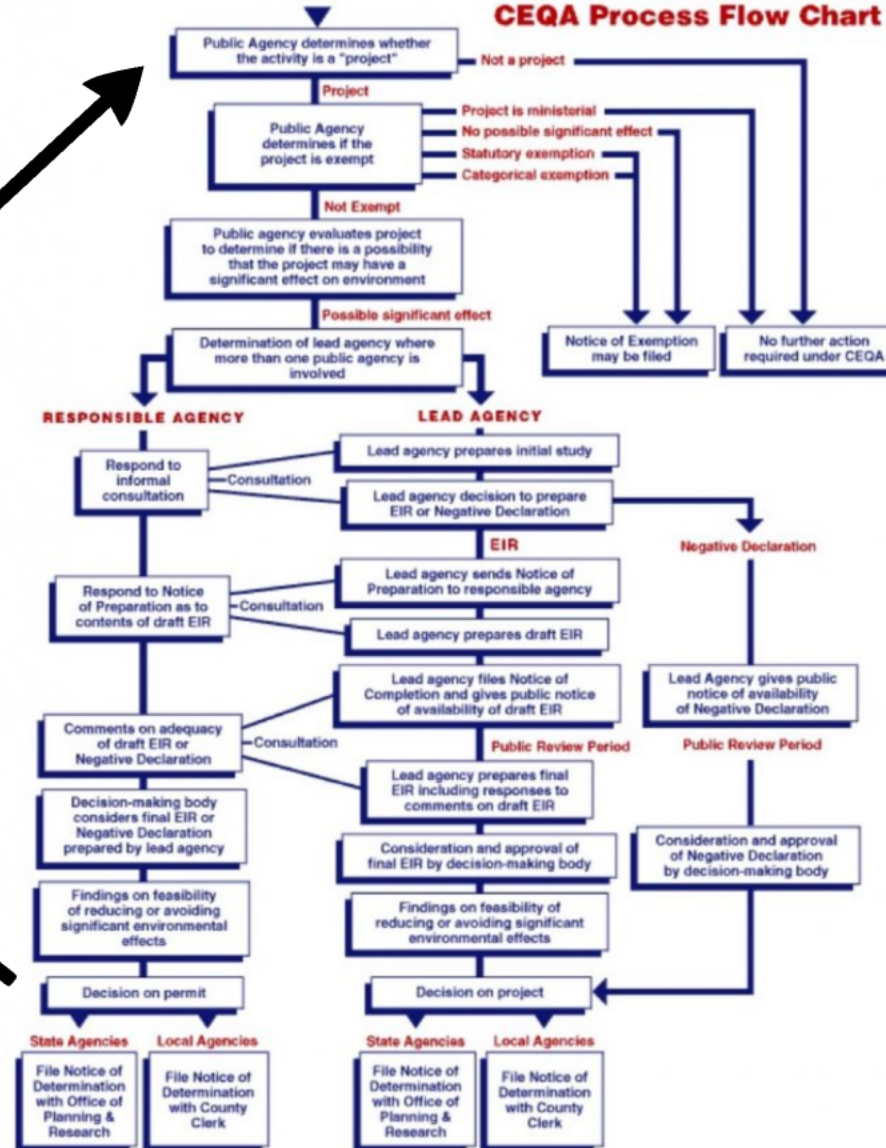
Hearing (CC)

QA Notice

CEQA

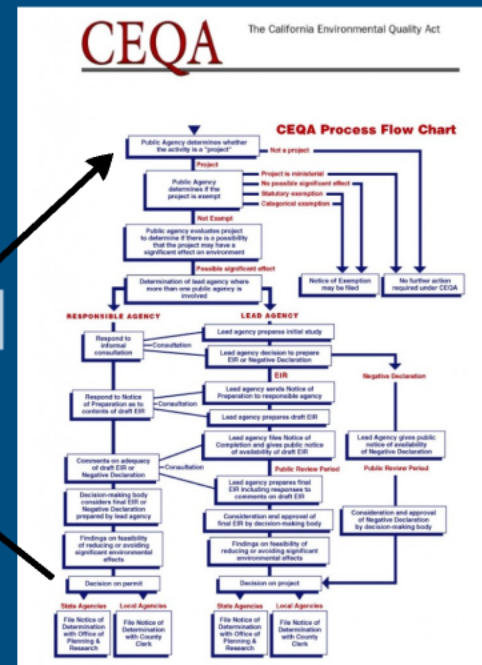
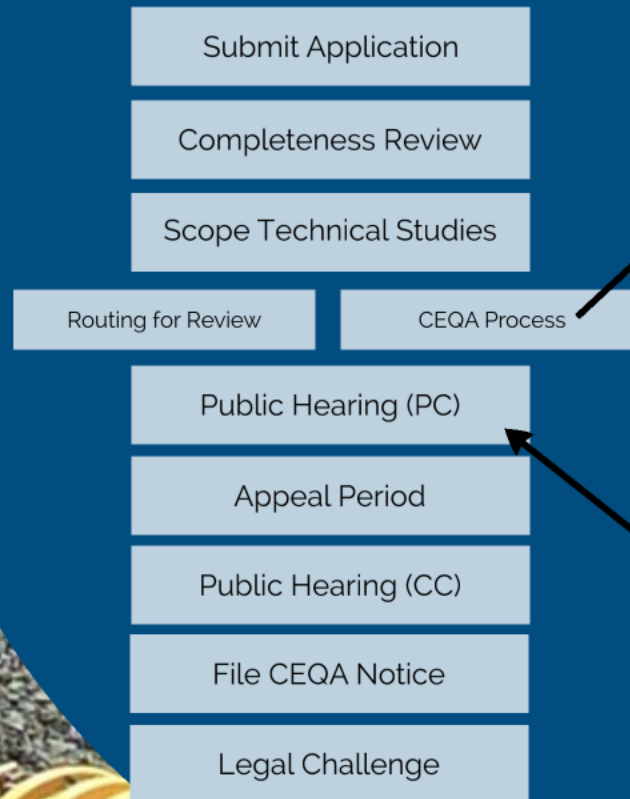
The California Environmental Quality Act

CEQA Process Flow Chart



Discretionary Projects

- More complicated process. Typically uses that are more impactful, less compatible within the applicable zone district or surrounding properties. CEQA required.



Discretionary Projects

- More complicated process. Typically uses that are more impactful, less compatible within the applicable zone district or surrounding properties. CEQA required.



9-24 Months



Entitlement Process

The review of the project and issuance of mitigation measures and conditions of approval.

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Ministerial

Discretionary

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2

4



A background image of a construction site. In the foreground, a yellow excavator is partially visible, with its arm and bucket extending towards the left. A worker in a white hard hat and a high-visibility vest is standing near the excavator. In the background, there are some commercial buildings, including one with a 'Perkins' sign, and a parking lot with several cars. The sky is clear and blue.

Plan Review and COAs

Improvement and Building Plans

- Building Plan (City)
- Grading Plan (City)
- Streets/Landscaping (City)
- Storm Drain (City)
- Sewer (SKF)
- Water (CalWater)
- Dry Utilities (PG&E, Comcast, AT&T, SoCalGas)

Conditions of Approval & MMRP Compliance

- Completion of subsequent actions, such as annexation
- Compliance with additional requirements, many shown on improvement plans
- Submission of pre-construction surveys
- Payment of Fees

Development Process Workshop



**Roles in
Process**

1

3

2

4





Construction and Project Closeout

Permit Issuance

- Building Inspection
- Off-site improvement inspection

Occupancy and Operation

- Punchlist of improvements
- Final Occupancy
- Hiring of employees
- Open to Public (Ribbon Cutting)

City Project Closout

- Ensure all plans, reports, and permits are filed.
- Ensure all COAs and MMs are complete.
- Period review for compliance under permits.
- Code Compliance during operation.

Development Process Workshop



**Roles in
Process**

1

3

2

4



Development Process Workshop



Roles in
Process

GOAL

4

3

2

1



The over goals of having a defined understanding of the development process are the following:

- Reasonable expectations
- Elimination of 11th hour changes
- Consistency
- Achieving goals and visions identified in General Plan



Development Process Workshop



Roles in Process

GOAL

1

3

2

4

