For New Multi-Family, Commercial or Industrial Buildings

1. **Preliminary meeting with Plans Review Board**
2. **Obtain Clean Water Services Provider Letter (and 1200-C Permit if over 1 acre)**
3. **Submit 10 copies of site plan, CWS provider letter, and pay Site Review Fee.**
   - Make corrections to plans if necessary
4. **Submit 7 sets of construction plans. Pay Plan Review and Fire & Life Safety Review Fees.**
   - Make corrections to plans if necessary
5. **Pay all permit and development fees:**
   - Sanitary Sewer
   - Water Service
   - Building
   - Plumbing
   - Mechanical
   - (Electrical is through Wash. Co.)
6. **Receive building permit. Begin construction.**
7. **Call in and receive all required inspections and approvals.**
8. **Prior to move in: Apply for City Business License**