

Public Works Permits	Administrative Completeness Review Time¹ (Working Days)	Substantive Review Time² (Working days)	Overall Review Time³ (Working Days)	Approval Process	Forms created	Notes
PIA's						
Type II Grading	5 Days	25 Days	30 days	Town Engineer or authorized representative	Grading Permit; PIA checklist	T.Garcia
Type I Grading	5 Days	5 Days	10 days	Town Engineer or authorized representative	Grading Permit; PIA checklist	T.Garcia
Form B - (Paving, Drainage, Concrete - To be dedicated to Town)	5 Days	10 Days	15 days	Town Engineer or authorized representative	Form B; PIA checklist	T.Garcia
Form A - Sewer (TOS)	10 Days	15 Days	25 days	Town Engineer or authorized representative	Form A Utility Permit; PIA checklist	T.Garcia
Form A - SCA (TOS)	10 Days	15 Days	25 days	Town Engineer or authorized representative	Form A Utility Permit; PIA checklist	T.Garcia
Form A - Sewer (PC)	5 Days	10 Days	15 days	Town Engineer or authorized representative	Form A Utility Permit; PIA checklist	T.Garcia
Form A - Water	5 Days	10 Days	15 days	Town Engineer or authorized representative	Form A Utility Permit; PIA checklist	T.Garcia
Form A - Joint Utility	5 Days	10 Days	15 days	Town Engineer or authorized representative	Form A Utility Permit; PIA checklist	T.Garcia
RIGHT-OF-WAY						
Right-of-Way	5 Days	10 Days	15 days	Town Engineer or authorized representative	Right-of-Way Permit & checklist	R. Robinson
DEVELOPMENT - FLOOD PLAIN						
Flood Plain Use Permit	5 Days	7 days	12 Days	Town Engineer or authorized representative	Permit Application	D. Pfordt
Improvement Plans (<i>Grading, Paving, Sewer, Drainage, Water, etc.</i>)	5 Days	20 days	25 days	Town Engineer or authorized representative	N/A	D. Pfordt
WASTEWATER						
Industrial Wastewater Discharge Permit	25 Days	20 Days	45 Days	Town Engineer or authorized representative	Permit Application	M. Wilson
Capacity Request	7 Days	10 Days	17 Days	Town Engineer or authorized representative		M. Wilson
Flow Management Plan	7 Days	15 Days	22 Days	Town Engineer or authorized representative		M. Wilson

Notes:

1 Incomplete submittals, if determined during the Administrative Review Period, will be rejected and returned to the applicant.

2 Substantive review begins after submittal is deemed administratively complete.

3 Overall review time includes the initial administrative review and substantive review of complete submittals. It does not include applicant review/revision time(s).