

**(A Sample of What Goes on Behind the Scenes as of 1/3/2013)**

Jennifer,

We have completed our review of your Site Plan and have approved it. The approved site plan and off-sites are with our Building Safety Department for a final review to ensure they match the construction documents. Building Safety will notify you when all plans are ready for pickup. There are fees of \$2586.00 due at the time of pick-up for "monies in lieu of construction"

Sincerely,

*Ashlee MacDonald, Planner II*

*Pinal County Planning and Development*

Good news,

This joyous season brought with it news of an approved site plan and off-site drawings. They are being reviewed by Building Safety to ensure that they match our already approved building permit drawings. The fees are \$2,586.00.

I will let you know when they call to let us know they are ready to pickup. However, when we received notification that the building permit was ready for pickup I had contacted Ashlee and discussed with her the options for holding the permit for the building. I explained to her the funding dilemma for the building portion and that at this time the parish wanted to proceed with offsite only so the permit didn't expire as we awaited funding. She said that the permit has to be picked up within 90 days once site plan was approved. She brought the issue up to her supervisor and it will be their call. I would suggest that you and Father setup a time to go down to the planning department. I believe that they will have a more difficult time telling Father Dale "no" than they would me, especially at this time of year. Maybe you could bring your checkbook in person and obtain clarification while you are paying fees. The permit is only good for a period of one year. I clarified what would need to be done within that first year to keep it active and they need to call for one inspection.

Thanks,

*Jennifer Bowen, LEED AP*

Fr. Branson,

I have discussed the process with Ashlee and also got clarification on what the \$2586.00 fee is for. It is an in lieu fee for construction to be done at a later date by the county, specifically for striping on the road. So, this is not the actual permit fee for the half street improvements. The half street improvements permit fee along with the other building permit fees are being calculated now and either Jennifer or Casey will be notified when the approved plans and approval letter is ready for pick up. The approval letter will outline all applicable fees.

I have left a voicemail for the Building Safety department to discuss the timeframe for pulling the building permit and how long permits are valid. There will be no need to go to the county today and pay for any permits or fees. I'll report back as I learn more and feel free to contact me with any questions.

Thanks,

*Mitch*

Fr. Branson,

I have received additional information on the county processes associated with permits on the project.

**First Step:**

Pay for the Site Plan Review Fee (in lieu fee) = \$2,586.00. I suggest this fee be paid this week if possible and I can go do it on Friday if the check can be ready (please reference **SPR-003-13** on the check).

After this is paid, we will receive the Approval Letter allowing the Building Permit and approved Building Plans to be paid for and picked up. More on this below in 3<sup>rd</sup> Step. Issuance of the Approval Letter will also allow us to apply for the Right of Way Permit for Paving and Utility work for the half street.

**Second Step:**

Apply for the Right of Way Permit. There is no application fee for this and the final Right of Way permit fees will be calculated after the application is reviewed and approved. The anticipated fee is \$5,704.74, but not official yet. The county will typically take 7-10 business days to review/approve the ROW permit application, but they suggest we submit as soon as possible in case any additional info is necessary to approve.

I will complete this application with information from Chasse (our contractor).

Info from Chasse needed: Subcontractor's license info for those performing the work and a traffic control plan. The plans are out to bid now and we should have a better idea of low/qualified bidders in about a week from now. I will get with Chasse and have them start the traffic control plan as soon as they can.

**Third Step:**

The Approval for the Building Permit for the Hall and onsite work is valid until June 28, 2014. An extension request can be submitted in early June should we need more time. If no extension is necessary OR not approved and the permit is pulled on June 28<sup>th</sup>, the permit is valid for 180 calendar days. This means the first inspection must occur on or before December 25, 2014. So, without any extensions issued, we have approximately 11 months to start the work onsite. I say 11 months because it will take about 30 days from start of construction to when we're ready for first inspections.

Building Permit fees are below and due when the permit is ready to be pulled:

Plan Review fees (difference owed): \$125.00

Permit fees: \$2,392.20

Impact fees: \$29,066.50

**Total Building Permit Fees: \$31,583.70 (permit # PER13-00825)**

Please let me know of any questions.

Thank you,

*Mitch*