Development Review Process

Start Here

Does your project comply with all zoning requirements and only require a building permit

Will your project require Development Approvals?

- Rezoning or Area Plan Amendments
- Preliminary Plat/Final Plat
- Project Plan
- Development Plan
- Special Use Permit

Begin at Building Permit Track

Begin at Planning Review Track

Building Permit Review

Submit Plans for Building Permit **

Plans Reviewed by Staff

Applicant Revises Plans per Comment from Staff

Permits Issued
Building Plumbing
Mechanical
Electrical
Water Services
Connection Permits must be issued in conjunction with Building Permits

Building Construction

Inspection

Certificate Of Occupancy Issued

** Projects over one (1) Acre in size will need to have a Site Disturbance Permit issued through the PIR Process

Planning Review

Development Assistance Team (DAT)

Pre-Application Meeting

Submit Initial Application to CPC

Staff Reveiew

Development Review Committee (DRC)
-Staff Only
-Staff with Applicant
(Optional)

City Plan Commission Public Hearing

Revised Plans Submitted per Staff and/or CPC Conditions

City Council Public Hearing

Submit Final Plat/ Project Plan Application to CPC

CPC City Plan Commission Public Hearing

City Council Public Hearing

PIR Review

Application for PIR Review (Public Works/ Water Services PIR Review)

Submit Covenant Agreements, Easements, and Public Improvement Plans for PIR Review * (PW/WS)

QCR (PW/WS)

Fail

Resubmit (Applicant)

Applicant Revises Plans per Comments from Staff

Fail

Pass

Review PIR Plans (PW/WS)

Pass

Ready for Permit

Permitting/Inspection

Application for Infrastructure Permit (PW/WS)

Permits Issued For Public Improvements

Public Improvements Constructed

Public Improvements Inspected

Permits with Performance and Maintenance Bond

Permits with Maintenance Only Bond

Public Improvements Accepted

Final Plat Review

Submit Plans for Plat Review By Several Departments

Plans Reviewed by Staff

Applicant Revises Plans per Comment from Staff

Final Mylar Processing

Plat Recorded

* Private Grading Plans to be submitted to CR case. Private Grading permit Issued after issuance of Site Disturbance Permit.

Storm Drainage Studies, Site Disturbance Plans, Stream Buffer Plans, Public Storm Sewer Plans, Public Sanitary Sewer Plans, Public Street Plans, Public Street Lights Plans, Signals Plans, Striping plans, Traffic Control Plans to be submitted to PIR case

KANSAS CITY