



Type of Submittal **Estimated Initial Processing Time**

Owner/Builder – New SFR	1 to 1 ½ hours
Owner/Builder – Addition	45 minutes
Owner/Builder – Accessory Structure	45 minutes
Commercial Tenant Improvement (TI)	1 to 1 ½ hours
Signs/Monuments	45 minutes
Mobile Homes – Private Land	1 hour
Mobile Home – In a Park	30 minutes
Park Models	30 minutes
Solar-Roof or Ground (Max per day is 3)	1 hour
Walls	45 minutes
Septic Permit – New	30 minutes

Over the Counter Approvals **Estimated Total Processing Time**

MPE –Electrical/Gas Line/Hot Water-Plumbing	45 minutes
Demolition	45 minutes
Burn Permits	30 minutes
Dust Permits	30 minutes
Dog Tags	30 minutes

Type of Permits That Can Be Submitted On-line

- BUILDING STANDARD PLANS
- BUILDING STANDARD PERMITS
- COMMERCIAL/TENANT IMPROVEMENT PERMITS
- MECHANICAL, PLUMBING & ELECTRICAL PERMITS (MPE)
- POOL/SPA PERMIT
- SINGLE FAMILY RESIDENCE PERMIT SOLAR PERMIT

Mandatory On-line Submittal

Site Plan Review (Pre-app to be submitted in Florence
 Subdivision Office) (Pre-app to be submitted in
 Florence Office)