

FREQUENTLY ASKED QUESTION

Am I required to meet with the Project Review Group (PRG)? *No, but many developers find this meeting helpful for gathering a clear understanding of the review process and identifying any unique features on the site.*

Do I need an appointment to meet with the PRG? *Yes, in order to ensure everyone receives adequate time for their projects, we require previous notice. Please contact the Planning Division to schedule an appointment.*

Can my development team attend? *Of course, we recommend including your professional staff. We ask that you please inform us, as a courtesy, if you plan to bring your attorney to the meeting.*

Can I get preliminary feedback on a project? *Yes, the Project Review Group can offer a preliminary review of site plans including layout, traffic flow, bulk requirements etc.*

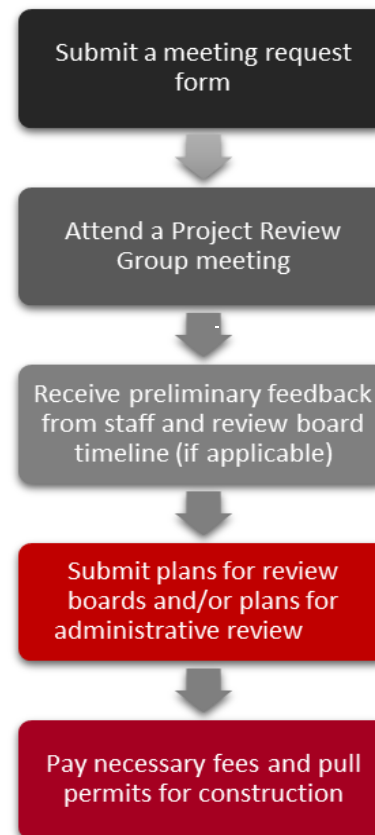
How long does the development review process take? *Some projects require approvals from a review board, a process that can take four to eight weeks. Administrative plan reviews may take two to four weeks depending on the size and complexity of the project.*

Can plan review and review board approvals occur at the same time? *In general yes, we try to coordinate reviews to streamline the process and save developers time.*

Where should I submit my applications? *Land use, engineering and building applications should be submitted to the Community Development Department.*

Where can I find more information about permits, plan reviews and fees? *All information regarding codes and ordinances, permits and fees are available online at www.cityblm.org*

Development Review Process



For more information about starting a business in Bloomington please visit www.cityblm.org/doing-business/economic-development



COMMUNITY DEVELOPMENT
DEPARTMENT

Government Center
115 E. Washington St. Ste 201
Bloomington, IL 61702
www.cityblm.org

Phone: 309-434-2226
Fax: 309-434-2857

PRG MEETING REQUEST FORM

Developer Information:

Name: _____

Phone: _____

Email: _____

Address: _____

Preferred method of communication:

Phone Email Mail

Site Information:

PIN: _____ Size: _____

Address: _____

Project Information: *Please check all areas where you would like additional information or that may apply to your project.*

- | | | |
|---|---|--|
| <input type="checkbox"/> ADA require-
ments | <input type="checkbox"/> Landscaping
Requirements | <input type="checkbox"/> Subdivision |
| <input type="checkbox"/> Annexation | <input type="checkbox"/> Liquor licenses | <input type="checkbox"/> Storm Water
Management |
| <input type="checkbox"/> Development
Impact Fees | <input type="checkbox"/> New Construction | <input type="checkbox"/> Variances |
| <input type="checkbox"/> Easements | <input type="checkbox"/> Plan Review | <input type="checkbox"/> Zoning/Permitted
Uses |
| <input type="checkbox"/> Economic
Incentives | <input type="checkbox"/> Planned Unit
Developments | <input type="checkbox"/> Other
_____ |
| <input type="checkbox"/> Final Plats | <input type="checkbox"/> Remodel | _____ |
| <input type="checkbox"/> Fire Protection | <input type="checkbox"/> Rezoning | _____ |
| | <input type="checkbox"/> Signs | _____ |

Please provide additional contact information for other members of your development team and professionals

(Optional)

Attorney

Project Engineer:

Project Architect:

Realtor or Broker

Other

PROJECT REVIEW GROUP (PRG)

The Project Review Group is a committee of specialized City staff that meets weekly to review and discuss complex projects as they are happening. Developers are encouraged to meet with the Project Review Group early and often. The Group consists of representatives from the following divisions:

- Building Safety
- Economic Development
- Engineering
- Fire
- Parks and Recreation
- Planning
- Public Works
- Water

To set up a meeting time please contact the Planning Division at (309) 434-2341 or email the attached meeting request from to comdev@cityblm.org

Regular meeting time and location:

Wednesdays 1:00pm to 2:00pm

Government Center Room 345

115 E Washington St.

Bloomington, IL 61701