CITY OF GOSHEN PERMIT PROCESS FOR COMMERCIAL & INDUSTRIAL PROJECTS

Plans are submitted to Building for initial review

Plans are submitted to Planning for initial review

Plans are submitted to Engineering for review and acceptance

If plans are incomplete or do not meet regulations, applicant is contacted regarding the deficiencies.

Plans are reviewed by Engineering

Plans are accepted by Engineering.

Applicant is notified of plan acceptance

Engineering signs Zoning Clearance as proof of necessary acceptance

Applicant submits completed Zoning Clearance to Planning Department with revised plans (if applicable)

Plans are reviewed by Planning

Plans go to Plan Commission or Board of Zoning Appeals (if required).

Plans are approved by Planning Dept.

Planning signs Zoning Clearance as proof of necessary approvals

Approved plans and Zoning Clearance are submitted by applicant to Building Dept. for permits

Plans are reviewed by Building Dept.

Permit(s) issued

Applicant calls for inspections

Inspections are performed

Applicant passes all necessary inspections

Certificate of Occupancy is issued by the Building Department.

If inspection fails, applicant is contacted regarding deficiencies.

Improvements or changes are made

If plans are incomplete or do not meet regulations, applicant is contacted regarding the deficiencies.

Plans are revised and resubmitted

Plans are revised and resubmitted