



# ePLAN

## Building Services Division

RESI Repeat Permit Workflow

Applicant User Guide



## Table of Contents

Introduction	4
ePLAN- System Requirements	4
Log into ePLAN	5
ePLAN- Email Notifications	5
Best in Class Building ProjectDox Workflow	6
Intake Process - Applicant Electronic Application Submission	6
Submit Application Form	6
Module 1 Project Invite & Upload	7
1.1 Project Invite & First-Time Login- Applicant	7
1.2 How to navigate ePLAN	10
1.3 Submission Standards	12
1.4 Upload & Submit Task -Applicant	12
1.5 Upload Confirmation	14
Module 2 Prescreen	14
2.1 Pre-Screen Corrections Task-Applicant	14
2.2 Invite Others view only	17
2.3 Application Acceptance Letter	17
Module 3 Department Review	17
3.1 Review Started email notification	17
3.2 Respond and Resubmit Task	18
3.2 Review Comment and Drawing	19
3.3 External Sharing of Review Comments and Markup Drawings (Export/Import)	19
3.4 Resubmission-Versioning Drawings	21
Module 4 Pre-Issuance	23
4.1 Outstanding Items & Fees	23



Module 5 Approved	23
5.1 Download Approved Plans	23
Contact Support	24
Appendix	24
A. Monitor the Current Permit Workflow Stage with the Visual Tracker	24
B. Workflow Routing Slip- View Timeline of Permit review stages	25

## Introduction

**ePLAN** is the Town's web-based electronic plan and document workflow solution. It replaces manual, email-based, or paper-based processes with a fully digital platform for building permit submissions, reviews, and approvals. Through a secure online portal, ePLAN creates a virtual project workspace where applicants and Town staff can collaborate in real time. This streamlines communication, improves productivity, and enhances transparency throughout the intake, review, and issuance stages.

## ePLAN- System Requirements

### Browser Settings

- **Supported Browsers:** Latest versions of Chrome, Edge, or Safari
- **Pop-up Blocker:**
  - **Turn Off Pop-up Blocker for ePLAN site:**
  - **Chrome:**
    - Settings > Privacy and Security > Site Settings > Pop-ups and redirects
      - Add ePLAN URL to **Allowed sites** (<https://caledon-on-ca.avolvecloud.com/>)
  - **Edge:**
    - Settings > Cookies and site permissions > Pop-ups and redirects
    - Add ePLAN URL
  - **Safari:**
    - Preferences > Websites > Pop-up Windows
    - Allow for ePLAN site

### Operating System

- **Windows:** Windows 11 (64-bit)
- **Mac:** macOS 15 or higher

### Processor

- **Windows:** Intel i5 or i7 (4 cores or higher)
- **Mac:** Apple M1 or M1 Pro

### Memory

- **Recommended:** 32 GB RAM
- **Minimum:** 16 GB RAM (if running only 3–5 applications simultaneously)

### Additional Applicant Requirements

- **Internet Speed:** Minimum 50 Mbps for smooth uploads/downloads

- **PDF Viewing:** Install latest Adobe Acrobat Reader for markup compatibility
- **JavaScript & Cookies:** Must be enabled
- **File Submission Standards:** Check municipal guidelines

**Security:** Ensure antivirus does not block ePLAN components

## Log into ePLAN

<https://caledon-on-ca.avolvecloud.com>

**\*\*\* Only applicants who have received an email invitation can create a login and access ePLAN\*\*\***

## ePLAN- Email Notifications

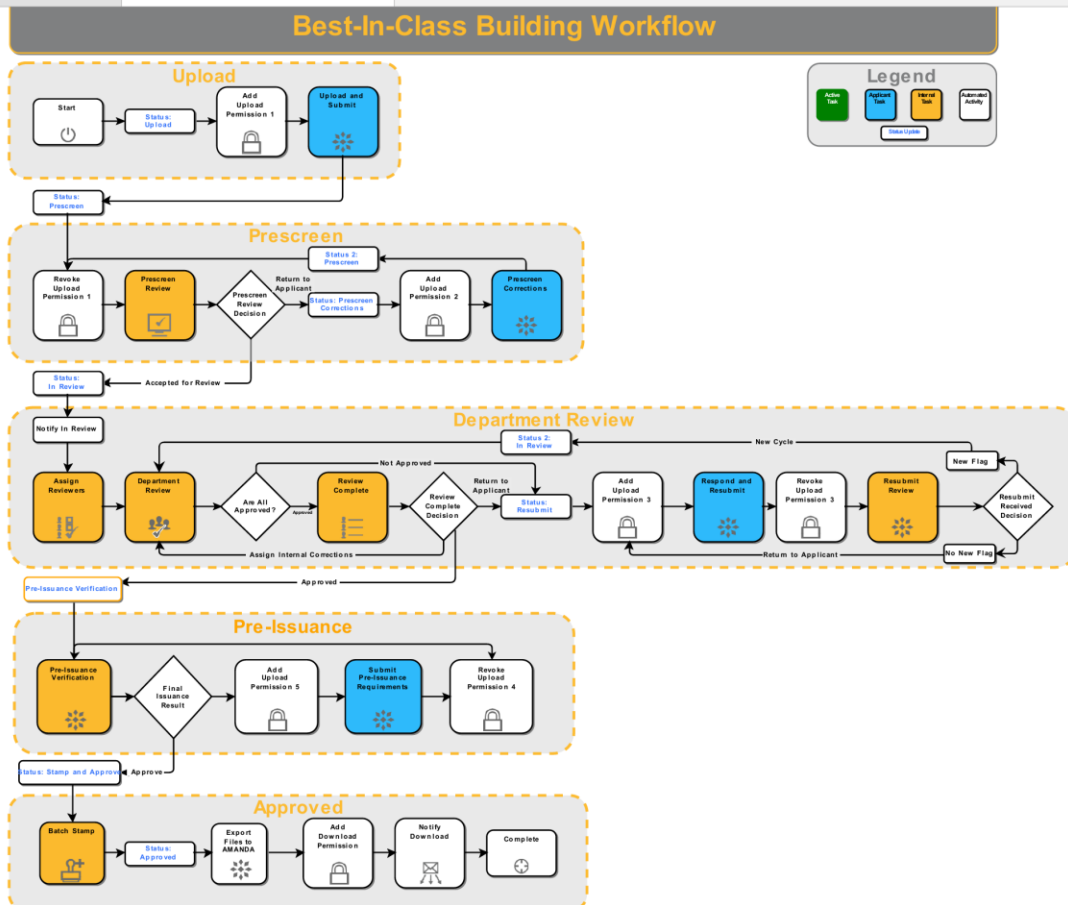
Sender Address:

DoNotReplyCNON@avolvecloud.com

(This is an automated email address. Do not reply to these emails.)

Purpose: Applicants will receive email notifications at each step of the review process to keep them informed.

# Best in Class Building ProjectDox Workflow



## Intake Process - Applicant Electronic Application Submission

Submit Application Form

User Role: Applicant

Description:

Applicant completes and submits the electronic application form only. A separate link will be provided to upload drawings.

[Application for a Permit to Construct or Demolish > BUILDING PERMIT GENERAL INFORMATION](#)

Submit an electronic application

Application submitted to: <b>TOWN OF CALEDON</b> (Name of municipality, upper-tier municipality, board of health or conservation authority)			
<b>A. Project information</b>			
Building Number, Street Name		Unit Number	Lot/con. 2
Municipality Town Of caledon	Postal Code	Plan number/other description 1000-2000	
Project Value est. \$		Area of Work (m <sup>2</sup> )	
<b>B. Purpose of application</b>			
<input checked="" type="checkbox"/> New construction <input type="checkbox"/> Addition to an existing building <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Conditional Permit			
Proposed use of building Single Family Dweling		Current use of building Vacant	
Description of proposed work T... ) Eleve A			

## Module 1 Project invite & Upload

### 1.1 Project Invite & First-Time Login- Applicant

User Role: Applicant

Notification: Project Invite Email

Description:

- Applicant receives invitation email
- Completes first-time login

#### Password Requirements:

- 12–20 characters
- Must include:
  - Uppercase letter
  - Lowercase letter
  - Number
  - Special character (\$@!%\*#?&)

Fwd: Welcome to Online Submission

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the contents to be safe.

----- Forwarded message -----  
From: <DoNotReplyCNONTest@avolvecloud.net>  
Date: Wed, Apr 29, 2026 at 10:19 AM  
Subject: Welcome to Online Submission

I

## Welcome to Online Submission

You have been invited to Online Submission!

**Before gaining access, you must create your account.**  
**STEPS TO CREATE AN ACCOUNT**

1. Click the "Login" button below or select this link [Login](#)
2. The first time you access the Login page, you must click the "Create an account" link to complete your account setup and create a password.
3. After you've entered your email address, select the "Send verification code" button.
4. A Verification Code will be sent your email address. This Verification Code will expire quickly.

### What if your code expires?

1. Click the [Login](#) link and create the account again.
2. A Verification Code will be sent your email address. This Verification Code will expire quickly.
5. Once you have completed your account setup and have logged into the site, you will then be prompted to complete your user Profile.
6. You can update your Profile anytime by clicking the Profile icon in the menu.

1. Log into ePLAN <https://caledon-on-ca.avolvecloud.com>
2. Click Create account



Login

1

Email Address

Password

[Forgot password / reset password?](#)

Sign in

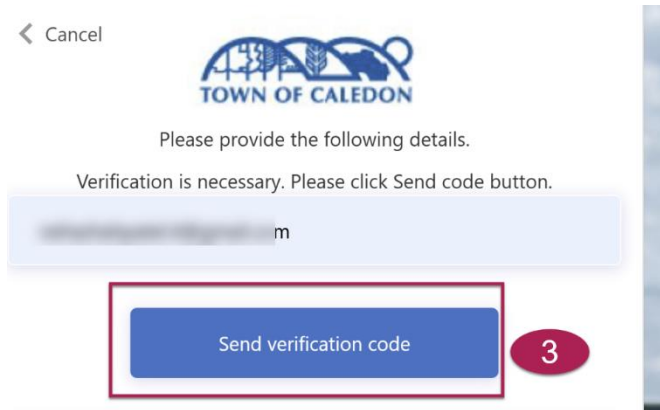
Don't have an account? [Create an account](#)

2

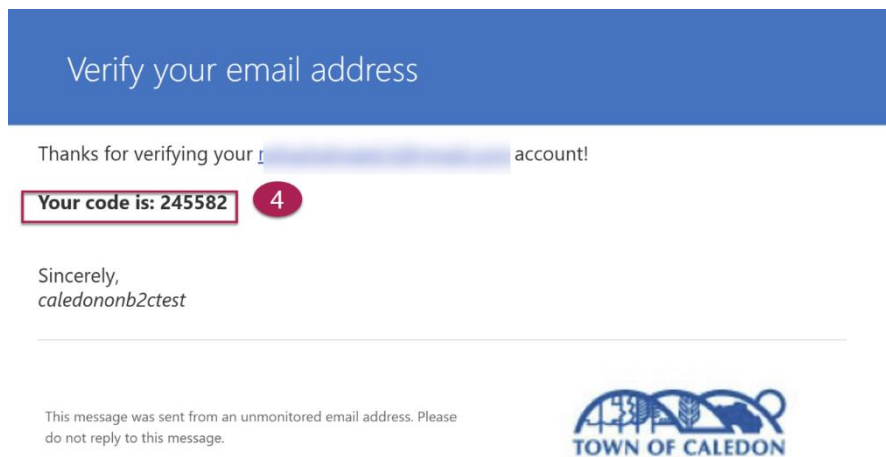
Town of Caledon Employees

Login

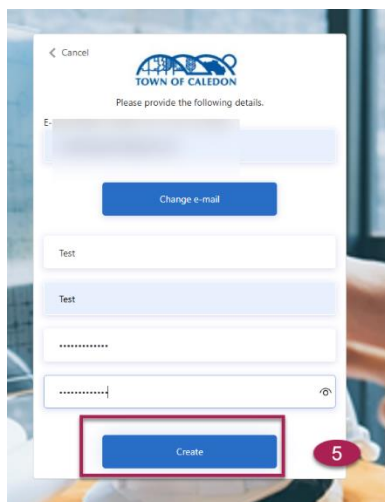
3. Enter email address and click send verification code



4. Enter verification code



5. Complete Profile and click create account.



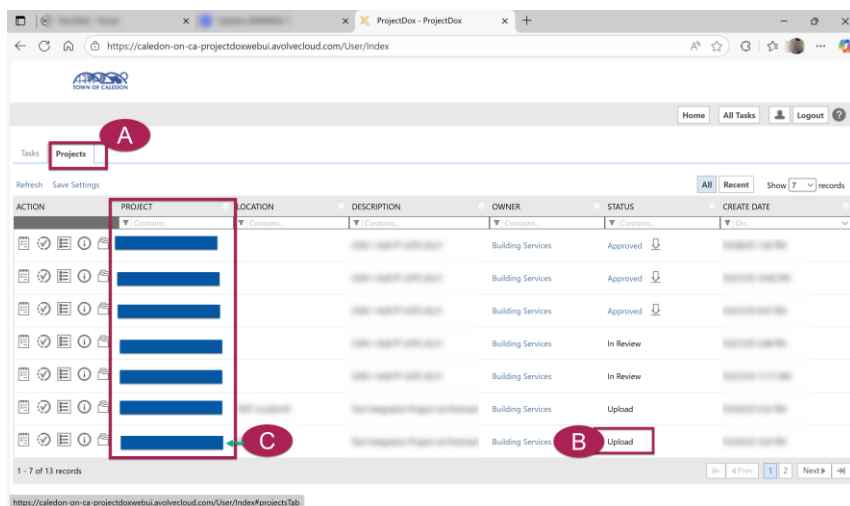
You'll be taken to the ProjectDox Dashboard.

## 1.2 How to navigate ePLAN

### 1.2.1 ePLAN Dashboard

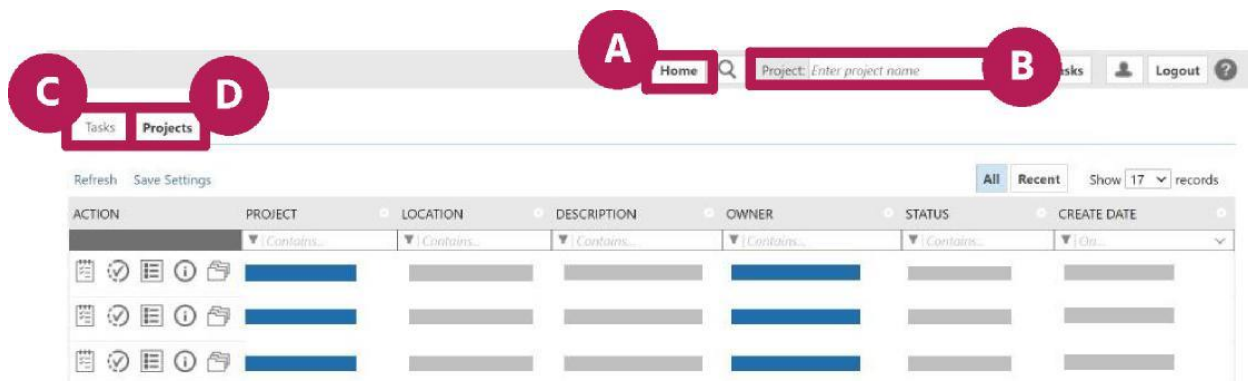
After you log into ePLAN, the Dashboard will open.

- A. Go to a Project Tab
- B. Select your project for specific task
- C. Click specific project to perform task



### 1.2.2. ePLAN homepage

- A. **Home:** Return to the homepage.
- B. **Project search field:** Search for a project.
- C. **Tasks tab:** Contains tasks that you need to complete.
- D. **Projects tab:** Contains a list of all your projects.

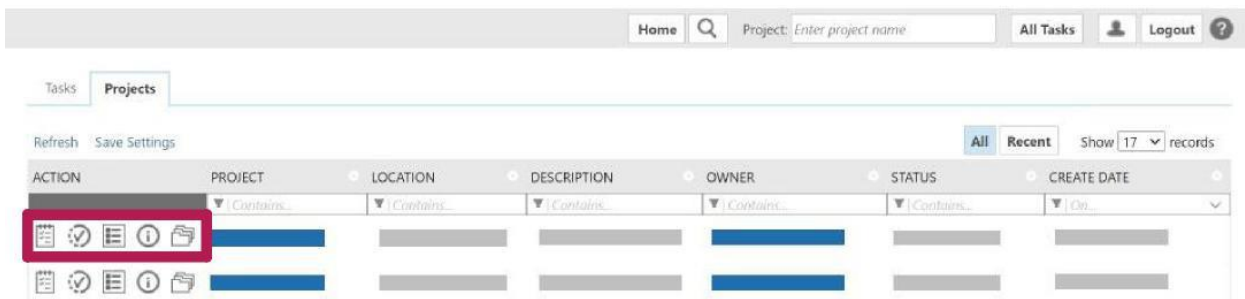


### 1.2.3 Projects Tab

#### About the Action column

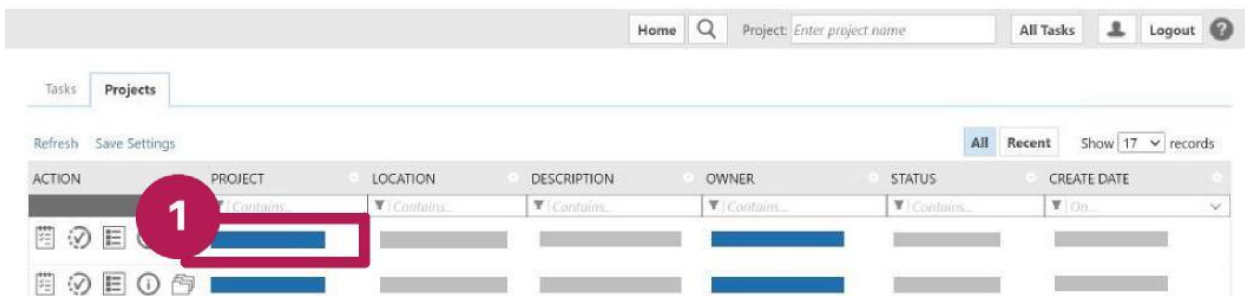
The **Action** column is a quick way to access a specific tab within a project, including the projects: The highlighted section contains five icons, each representing the following functions in sequence.

- A. Tasks
- B. Status
- C. Reports
- D. Information
- E. Files

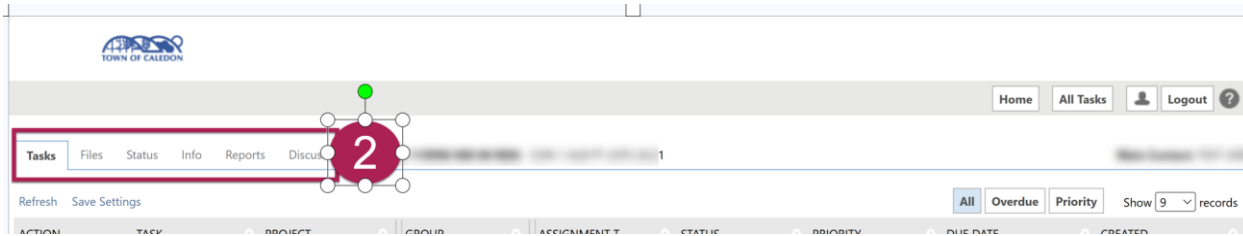


### 1.2.4 Open a project

1. Select the project name.



2. When you open a project, you'll be able to access the tasks, files, status, info, reports and reports associated with the project.



### 1.3 Submission Standards

#### BLANK SPACE

The top-right corner of all drawings and documents must be reserved for the Town of Caledon's electronic approval stamps.

- Size: 3.5 inches (W) × 5.5 inches (H)
- Drawings: Required on all sheets
- Documents: Required on the first page only

#### FILE FORMAT

Drawings:

- Single-page sheet only
- Vector-based PDF format
- Each drawing must be uploaded as a separate PDF
- Layers must be flattened
- Use greyscale, except for fire separations

Documents / Shop Drawings:

- Multiple pages allowed
- vector-based PDF format

#### FILE NAMING

Each drawing file name must begin with A Letter + three (3) numbers + drawing title  
This ensures correct automatic sorting in ePLAN. Example A101-Site Plan.pdf

### 1.4 Upload & Submit Task -Applicant

User Role: Applicant

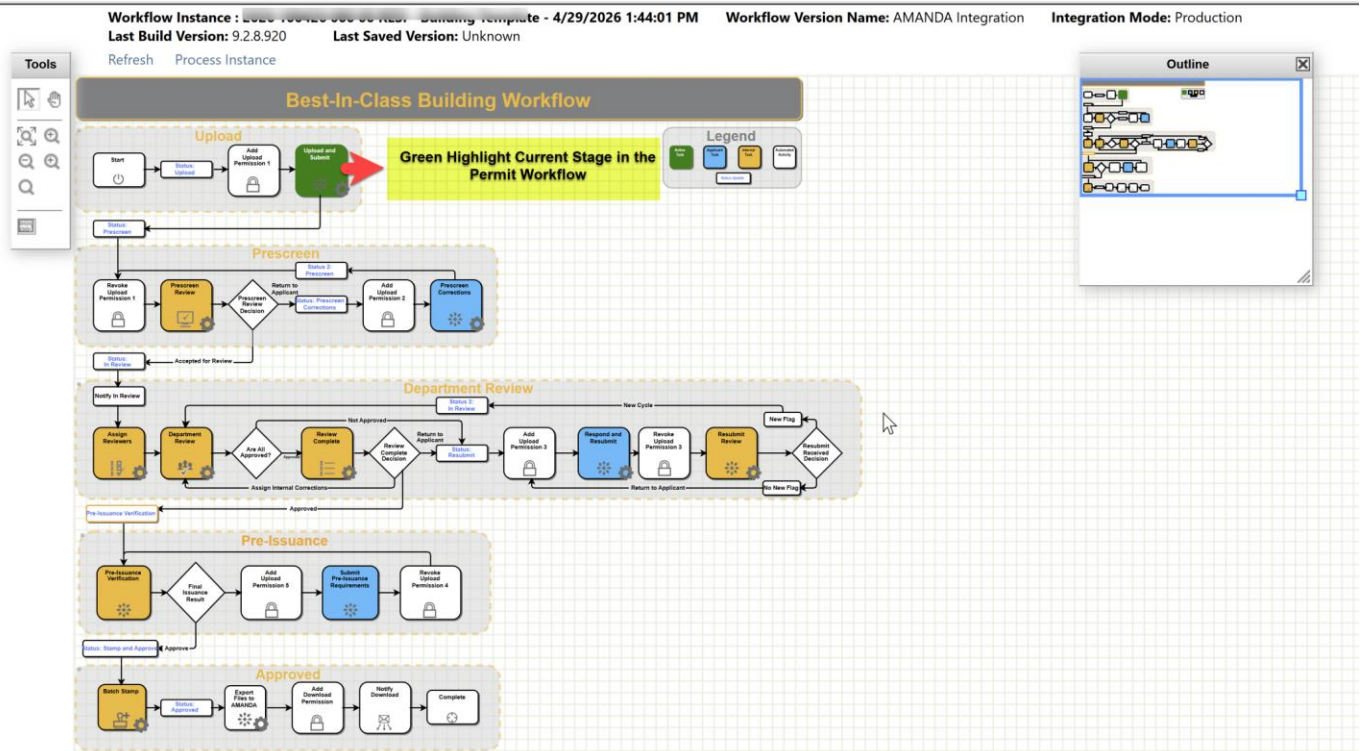
Description:

- Upload required drawings and documents
- Refer File Naming Standards
- Submit within **5 business days**

\*\* ⚠ Files cannot be deleted after upload\*\*

The screenshot shows the 'Town of Caledon' project management system. At the top, there are navigation tabs: Home, All Tasks, Create Project, Site Reports, and Advanced Search. Below this is a search bar and user profile icons. The main area displays a 'Tasks' table with columns for ACTION, TASK, PROJECT, GROUP, ASSIGNMENT T..., STATUS, PRIORITY, DUE DATE, and CREATED. A red box highlights the 'Upload and Submit' button in the ACTION column of the first row. A red arrow points to the 'Accept' button in the same row. The table shows one record with status 'Pending' and priority 'Medium'.

ProjectFlow Instance Designer - 2 ESI - Building Template - 4/29/2026 1:44:01 PM - Work - Microsoft Edge  
<https://caledon-on-ca-test-projectdoxwebui.avolvecloud.net/Admin/WorkflowDesigner/Designer.aspx?wflowInstanceID=333>



## UPLOAD AND SUBMIT

**Task Information** | Permit Information | People Information | Fees Information | Invite Others

Task Information

**Project Name:** [REDACTED]  
**Project Description:** [REDACTED]  
**Current User Login:** [REDACTED]  
**Task Due Date:** [REDACTED]

[Task Instructions](#) | [Watch video](#)

Please follow the steps below:

**STEP 1 of 3:** Select and upload your drawing and supporting document files into this project, as required

File Upload for: 2026 100426 000 00 RESI

Please click appropriately for the **type of files** you are uploading. [Watch video](#)

Uploaded files:

No files uploaded yet.

<input checked="" type="checkbox"/>	Name	Status	Date modified	Type	Size
<input checked="" type="checkbox"/>	A101 - Floor Plan-Block 20	✓	4/28/2026 6:53 PM	Kofax Power PDF ...	2,375 KB
<input checked="" type="checkbox"/>	A101-Site Plan- Block 20 Unit 104	✓	4/28/2026 6:53 PM	Kofax Power PDF ...	2,375 KB
<input checked="" type="checkbox"/>	A200 - Basement & Ground - Block 20	✓	4/28/2026 6:53 PM	Kofax Power PDF ...	1,118 KB
<input checked="" type="checkbox"/>	A200 - Block Plan - Block 20	✓	4/28/2026 6:53 PM	Kofax Power PDF ...	1,118 KB
<input checked="" type="checkbox"/>	A300 - Elevations - Block 20	✓	4/28/2026 6:53 PM	Kofax Power PDF ...	728 KB

**STEP 2 of 3:** Check all to confirm you have completed this task and are now ready to submit

**Confirmation** ?

\*All files for this project have been uploaded \*Required

**STEP 3 of 3:** Click the "Submit" button below to complete your task

### 1.5 Upload Confirmation

User Role: Applicant

Description: email confirms successful upload

## Module 2 Prescreen

2.1 Pre-Screen Corrections Task-Applicant

User Role: Applicant



Dept: Show All Status: Show All Response: Show All Search: Enter keyword  
Type: Show All Cycle: Show All Time: Show All

Close Window

Refresh

Watch video

		Add Comment / Ask Question		Please enter your responses
<input type="checkbox"/>	Ref.# 1	Permit Administrator	Fixed	
	Unresolved	Designer's information required to be on all drawings		
	Checklist Item			
<input type="checkbox"/>	Ref.# 2	Permit Administrator	Fixed	
	Unresolved	Designer's seal / signature required on all drawings		
	Checklist Item			

STEP 2 of 4: Upload any new or updated files into this project

Version Upload for:

Select "Versioned Files" to upload files as new version updates for files previously submitted and received.  
Select "New Files" to upload any additional new file into this project as requested.

Versioned Files New Files

Are the files you are uploading named exactly the same\* as the prior versions? Yes No Watch video

\* "name-v2.pdf" is not an "exact" file name match to "name.pdf"

Please click appropriately for the type of files you are uploading. Watch video

Upload Drawings

Upload Documents

Uploaded files:

Select folder to open file list.

- Drawings (5 - 5 New)
- Documents
- Final Approved Package
- Supporting Documents (Internal Use Only)
- Final Reference Document

Submit Save for Later

STEP 3 of 4: Check all to confirm you have completed this task and are now ready to submit

Confirmation

\*Response has been provided for all comments and files have been uploaded (if requested) \*Required

STEP 4 of 4: Click the "Submit" button below to complete your task

Submit Save for Later

## 2.2 Invite Others view only

---

**Task Information** | Permit Information | People Information | Fees Information | **Invite Others**

Task Information

**Project Name:** [Redacted]  
**Project Description:** [Redacted]  
**Current User Login:** [Redacted]  
**Task Due Date:** [Redacted]

---

**Task Instructions** [Watch video](#)

Please follow the steps below:

---

**Invite/Remove Project User** ?

**Invite to Group:** Applicant View Only

**First Name:** Test

**Last Name:** Test

**Email:** Test@caledon.ca

[Invite User](#)

**Remove from Group:** Applicant View Only

**Name:** [Redacted]

[Remove User](#)

## 2.3 Application Acceptance Letter

User Role: Applicant

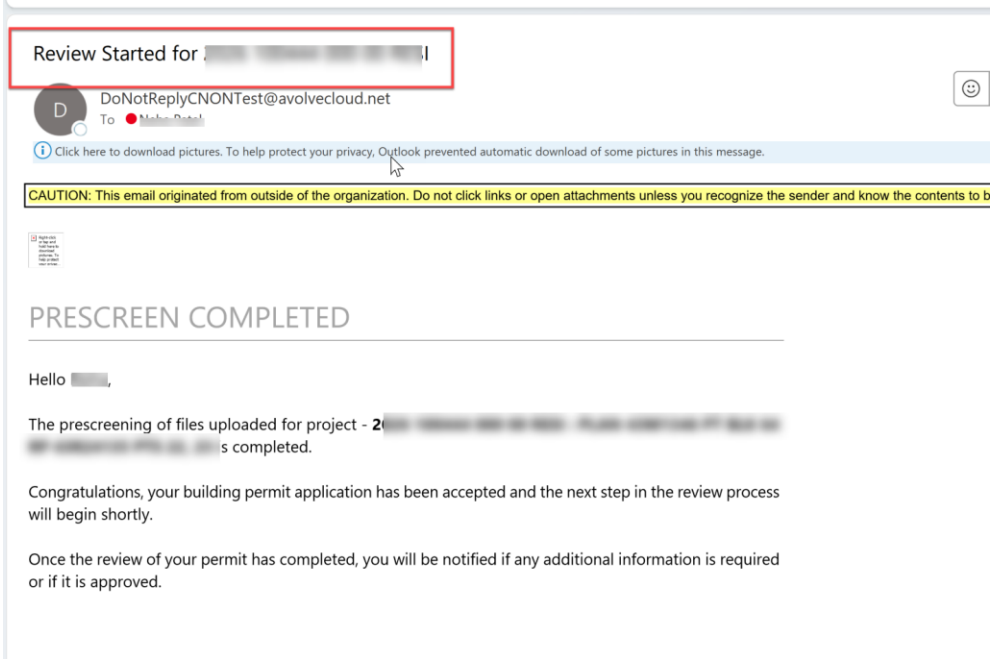
Description: Applicant receives acceptance email

## Module 3 Department Review

### 3.1 Review Started email notification

User Role: Applicant

Description: Notification that review has started

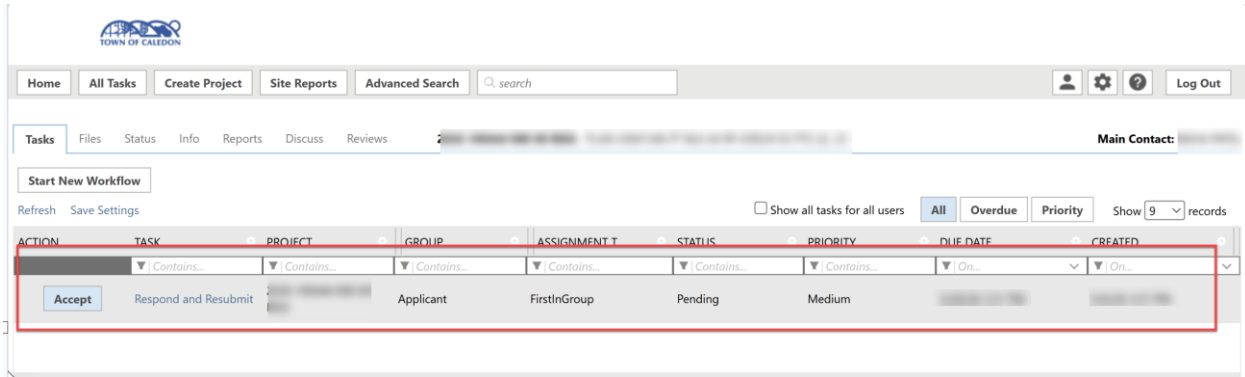


### 3.2 Respond and Resubmit Task

User Role: Applicant

Description:

- Review comments & Respond Comment
- Upload revised files





Description: The applicant can review comments and either respond or export them to Excel. They can also share them with external users, who will have the ability to view the reviewed drawings.

**Task Due Date:** [blurred]

**Task Instructions** [Watch video](#)

Please follow the steps below:

**STEP 1 of 4:** Respond to all comments, as requested

**Resolve Review Comments** ?

**Unresolved Comments:** 3  
**Info Only Comments:** 0  
**Files with Markups:** 1

**Plan Review:**  |  |  | [Watch video](#)

*Review and respond online.* | *Review and respond in Excel, then upload your responses.*

A	B	C	D	E
REF #	REVIEWED BY	TYPE	VIEW	ENTER YOUR COMMENT RESPONSE HERE
3	Zoning-Applicable Law Neha Patel 5/6/26 3:21 PM	Markup A101 - Floor Plan-Block 20.pdf NP Revise proposal to meet maximum height / density /	<a href="#">open</a>	
4	Zoning-Applicable Law Neha Patel 5/6/26 3:23 PM	Library Comment Provide an updated site plan which is to scale and shows the entire lot with dimensions of all existing and proposed structures as well as proposed setbacks to property lines and other buildings.		
5	Zoning-Applicable Law Neha Patel 5/6/26 3:23 PM	Library Comment Clarify the proposed use.		

**STEP 1 of 4:** Respond to all comments, as requested

**Resolve Review Comments** ?

**Unresolved Comments:** 3  
**Info Only Comments:** 0  
**Files with Markups:** 1

**Plan Review:**  |  |  | [Watch video](#)

*Review and respond online.* | *Review and respond in Excel, then upload your responses.*

**STEP 2 of 4:** Upload any new or updated files into this project

Version Upload for: [blurred] ?

**Task Information**

**Project Name:** [blurred]  
**Project Description:** [blurred]  
**Review Cycle:** [blurred]  
**Current User Login:** [blurred]  
**Task Due Date:** [blurred]

**Task Instructions** [Watch video](#)

Please follow the steps below:

**STEP 1 of 4:** Respond to all comments, as request

**Import Results**

1 file(s) imported into Review Comments.

- 0 response(s) inserted.
- 2 response(s) replaced.
- 0 response(s) ignored (completed status).
- 0 response(s) ignored (info only status).
- 1 review comments(s) are missing responses.
- 0 response(s) with invalid Ref #'s.

<input type="checkbox"/>	Ref.# 3	NP	Zoning-Applicable Law	Neha Patel	5/6/26 3:21 PM	Cycle 1	Testing Response Import from Excel . Also confirming the site plan drawing opened for me and the markup was also visible on the PDF.
	Unresolved		A101 - Floor Plan-Block 20.pdf				 
	Markup		Revise proposal to meet maximum height / density /				

The Import Excel feature will automatically insert the responses.

### 3.4 Resubmission-Versioning Drawings

User Role: Applicant

Description: After an application has gone through department review, Applicant may be required to Resubmit drawings.

#### Are your updated files the same as the prior versions?

- **Yes:** Proceed with upload as file names match the originals.
- **No:** Uploaded files will be renamed in ePLAN to match the original file names.

If you select "No", meaning their revised file(s) do *not* have the exact same PDF file name(s) as the originals, the "Upload File Versions" box will pop up. Use the "Select File" button(s) to select each revised file individually.

Version Upload for: 2024-05-06 10:10:10 AM

Select "Versioned Files" to upload files as new version updates for files previously submitted and received.  
 Select "New Files" to upload any additional new file into this project as requested.

Versioned Files   
  New Files

**Are the files you are uploading named exactly the same\* as the prior versions?**
 Yes   
  No   
 [Watch video](#)

*\* "name-v2.pdf" is not an "exact" file name match to "name.pdf"*

Please click appropriately for the **type of files** you are uploading.    [Watch video](#)

Name	Status	Date modified	Type	Size
A101 - Floor Plan-Block 20 Resubmission		4/28/2026 6:53 PM	Kofax Power PDF ...	2,375 KB
A200 - Elevations - Block 20		4/28/2026 6:53 PM	Kofax Power PDF ...	720 KB
A200 - Elevations - Block 20		4/28/2026 6:53 PM	Kofax Power PDF ...	720 KB
A200 - Elevations - Block 20		4/28/2026 6:53 PM	Kofax Power PDF ...	720 KB
A200 - Elevations - Block 20		4/28/2026 6:53 PM	Kofax Power PDF ...	720 KB



Close Window

### Upload File Versions [Watch video](#)

Project: XXXXXXXXXX

Select: Files w/ Markups File(s) with markup comments **that may** require new versions

Upload

A101 - Floor Plan-Block 20 Resubmission.pdf
2 MB

X

Uploaded files:

Select folder to open file list.

- ▶ Drawings (5 - 1 New)
- Documents
- Final Approved Package
- Supporting Documents (Internal Use Only)
- Final Reference Document

Uploaded files:

Select folder to open file list.

- ▶ Drawings (5 - 1 New)
- A101 - Floor Plan-Block 20.pdf New V2

**STEP 3 of 4:** Check all to confirm you have completed this task and are now ready to submit

Confirmation

- \*I have responded to all review comments \*Required
- \*I have uploaded my revised files, if requested \*Required

**STEP 4 of 4:** Click the "Submit" button below to complete your task

Submit
Save for Later

# Module 4 Pre-Issuance

## 4.1 Outstanding Items & Fees

Permit issuance is conditional upon the clearance of all outstanding fees, charges, and requirements

# Module 5 Approved

## 5.1 Download Approved Plans

User Role: Applicant

Description: Download final approved Drawings

Subject: [Redacted] update - Approved plans available

DoNotReplyCNONTest@avolvecloud.net  
To: [Redacted]



Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the contents to be safe.



### DOWNLOAD APPROVED FILES

Hello [Redacted]

Congratulations, your approved plans are ready for download.

To download your approved files, click on "Download" below. You will be redirected to your Project portal and you will enter your login & password. Once logged in, a window will open prompting you to select a location on your local computer to download and save your approved plans.

**Download** To access your approved plans for 2 [Redacted] PTS

The screenshot shows the 'Files' tab in the Project Portal. The interface includes a navigation menu with 'Home', 'All Tasks', and 'Create Project'. The 'Files' tab is active, showing a list of files. Below the list is an 'Upload Files' button and a folder structure: 'Drawings (5 - 0 New)', 'Documents (1 - 0 New)', and 'Final Approved Package (2 - 0 New)'. The file list table is as follows:

FILE NAME	STATUS	REVIEWED
<input type="checkbox"/> Final Approved Drawing Set.pdf	<input type="checkbox"/> Contains...	<input type="checkbox"/>
<input type="checkbox"/> Reference Document Set.pdf		

# Contact Support

Email at [buildingpermits@caledon.ca](mailto:buildingpermits@caledon.ca)

## Appendix

### A. Monitor the Current Permit Workflow Stage with the Visual Tracker

The screenshot displays the Town of Caledon permit application system interface. At the top, there is a navigation bar with 'Home' and 'All Tasks' buttons, and a 'Log Out' button. Below this, a 'Tasks' tab is highlighted, showing a table of tasks. The table has columns for ACTION, TASK, PROJECT, GROUP, ASSIGNMENT T..., STATUS, PRIORITY, DUE DATE, and CREATED. A single task is listed with the action 'Accept' and 'Upload and Submit' buttons. The due date is 5/6/26 3:35 PM. Below the task table, there is a 'Workflows' section with a table of workflows. The table has columns for NAME, COORDINATOR GROUP, STATE, INTEGRATION MODE, VERSION, STARTED, and COMPLETED. A single workflow is listed with the name 'il - Building Template - 4/29/2026 10:39:02 AM', coordinator 'Permit Administrator', state 'Active', integration mode 'Production', version 'AMANDA Integration (Version 2)', and started date '4/29/26 10:39 AM'. A red arrow points to a workflow icon in the first column of the workflow table. A yellow callout box at the bottom of the screenshot contains the text: 'Click on Workflow Icon to see current stage of Permit Application'.

**Tasks**

ACTION	TASK	PROJECT	GROUP	ASSIGNMENT T...	STATUS	PRIORITY	DUE DATE	CREATED
Accept	Upload and Submit		Applicant	FirstInGroup	Pending	Medium	5/6/26 3:35 PM	4/29/26 3:35 PM

1 - 1 of 1 records

**Workflows**

NAME	COORDINATOR GROUP	STATE	INTEGRATION MODE	VERSION	STARTED	COMPLETED
il - Building Template - 4/29/2026 10:39:02 AM	Permit Administrator	Active	Production	AMANDA Integration (Version 2)	4/29/26 10:39 AM	

1 - 1 of 1 records

Click on Workflow Icon to see current stage of Permit Application



# Plan Review - Workflow Routing Slip

Report Generated: 05/11/2026 09:29 PM

Review Type: **Building**

Number of Files: **8**

Project Name: [REDACTED]

Workflow: **2**

**9:59:02 AM**

Total Review Comments: **3**

Total Review Cycle: **2**

Days Calculated as: **Business Days**

Time Elapsed: **0 days 1 hr**

Time with Jurisdiction: **0 days 0.5 hrs**

Time with Applicant: **0 days 0.5 hrs**

Completed Submission (Prescreen):

Completed Plan Review: **0 days 1 hr**

TASK	TASK STATUS	REVIEW STATUS	CYCLE	ASSIGNED	ACCEPTED	COMPLETED	GROUP	USER	SUB TOTAL
Upload and Submit	Completed		0	11/11/2025 09:59 AM	11/11/2025 10:02 AM	11/11/2025 10:19 AM	Applicant	[REDACTED]	0 days 0.5 hrs
Prescreen Review	Completed		0	11/11/2025 10:19 AM	11/11/2025 10:21 AM	11/11/2025 10:24 AM	Permit Administrator	[REDACTED]	0 days 0 hrs
Prescreen Corrections	Completed		0	11/11/2025 10:24 AM	11/11/2025 10:25 AM	11/11/2025 10:32 AM	Applicant	[REDACTED]	0 days 0 hrs
Prescreen Review	Completed		0	11/11/2025 10:32 AM	11/11/2025 10:33 AM	11/11/2025 10:37 AM	Permit Administrator	[REDACTED]	0 days 0 hrs
Assign Reviewers	Completed		0	11/11/2025 10:37 AM	11/11/2025 10:37 AM	11/11/2025 10:38 AM	Permit Administrator	[REDACTED]	0 days 0 hrs
Zoning-Applicable Law Department Review cycle #1	Completed	Deficient	1	11/11/2025 10:38 AM	11/11/2025 10:42 AM	11/11/2025 10:47 AM	Zoning-Applicable Law	[REDACTED]	0 days 0 hrs
Architectural-Structural Department Review cycle #1	Completed	Deficient	1	11/11/2025 10:38 AM	11/11/2025 10:48 AM	11/11/2025 10:49 AM	Architectural-Structural	[REDACTED]	0 days 0 hrs
Respond and Resubmit	Completed		1	11/11/2025 10:49 AM	11/11/2025 10:50 AM	11/11/2025 10:56 AM	Applicant	[REDACTED]	0 days 0 hrs
Resubmit Review	Completed		1	11/11/2025 10:56 AM	11/11/2025 10:57 AM	11/11/2025 10:59 AM	Permit Administrator	[REDACTED]	0 days 0 hrs
Zoning-Applicable Law Department Review cycle #2	Completed	Approved	2	11/11/2025 10:59 AM	11/11/2025 11:00 AM	11/11/2025 11:02 AM	Zoning-Applicable Law	[REDACTED]	0 days 0 hrs
Architectural-Structural Department Review cycle #2	Completed	Approved	2	11/11/2025 10:59 AM	11/11/2025 10:59 AM	11/11/2025 11:00 AM	Architectural-Structural	[REDACTED]	0 days 0 hrs
Review Complete	Completed		2	11/11/2025 11:02 AM	11/11/2025 11:03 AM	11/11/2025 11:05 AM	Permit Administrator	[REDACTED]	0 days 0 hrs
Pre-Issuance Verification	Completed		2	11/11/2025 11:05 AM	11/11/2025 11:05 AM	11/11/2025 11:06 AM	Permit Administrator	[REDACTED]	0 days 0 hrs
Batch Stamp	Completed		2	11/11/2025 11:06 AM	11/11/2025 11:06 AM	11/11/2025 11:08 AM	Permit Administrator	[REDACTED]	0 days 0 hrs

**Total Completion Time: 0 days 1 hr**