

LAND *development*



CHARLOTTE
May 2012

If you would like to be added or deleted from our *Land Development Newsletter*, please contact Shauna Salanger at ssalanger@ci.charlotte.nc.us or 704-432-0960.

Commercial Plans Submittal Using Accela Citizen Access

Beginning July 1st, all commercial plan submittals will be occurring through Accela Citizen Access (ACA). You will no longer submit plans via email. All that you will have to do is complete the application electronically and attach your plans and other documentation and submit. Electronic Document Review (EDR) is a fully integrated feature within Accela Automation that leverages Adobe Acrobat X Pro to provide review and markup of documents in the PDF format. Also, you will have access to review your marked up documents via Accela Citizen Access. On June 12th, there will be 2 training sessions (9:00am and 1:00pm) to demonstrate the use of ACA for plan submittal. Details of the training will be forthcoming.

Electronic Plan Submittal Clarification



Please be advised that the electronic plan submittal requirement applies to **all** commercial plans as well as as-builts for single-family subdivisions. Please contact Customer Service at 704-336-6692 with any questions about electronic plan submittals.

Upcoming Stakeholder and Committee Meetings

All meetings are open to the public.

STORM WATER ADVISORY COMMISSION (SWAC) MEETING: Meetings are typically held on the third Thursday of every month.

TREE ADVISORY COMMISSION: Meetings are typically held on the third Tuesday of every month at the Charlotte Mecklenburg Government Center, 600 East Fourth Street.



*The City of Charlotte will be closed on Monday, May 28th
in observance of Memorial Day.*

L A N D D E V E L O P M E N T

Be recognized as the region's leader in regulatory services that protect the welfare of the public and the environment, and support smart growth.