

# LAND *development*



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

## Commercial Plans Submittal Using Accela Citizen Access

Beginning January 7th, all commercial plan submittals will be occurring through Accela Citizen Access (ACA). You will no longer submit plans via email. All 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. We will be conducting two training sessions to demonstrate the use of ACA for plan submittal: Wednesday, December 12<sup>th</sup> at 9:00 and on Thursday, December 13<sup>th</sup> at 1:30. Both sessions will be held in the Government Center, Room CH-14 (basement). Please go to our web site to register for this training, <http://development.charmeck.org> and click on the ACA training icon.

## Pre-submittal Meetings

If you are planning to schedule a Friday presubmittal meeting, please note that the first availability is approximately 4 weeks out from the submittal of the request form. Please factor this into your project schedule.

## Expedited Review

During the design phase of your project, and prior to submitting for an expedited review, please contact the Senior Engineer for your project, to determine if the project is eligible for the program. To determine who is your Senior Engineer, go to <http://vc.charmeck.org/> click on Engineering/Survey then click on Engineering Land Development Inspectors. Type in the address of the project. Or, you can also call our customer service number, 704-336-6692, for staff to assist.

**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.*

## Register Now for the Charlotte-Mecklenburg Erosion & Sedimentation Control Training Winter Seminar

Are you interested in learning about sediment and turbidity water quality impacts or conventional and innovative BMP installation and maintenance? Would you like to take a certification test to become a Charlotte-Mecklenburg Certified Site Inspector? If so, plan on attending the Winter Soil Erosion and Sedimentation Control overview seminar and Charlotte-Mecklenburg Certified Site Inspector (CMCSI) certification preparation on January 17, 2013.

To register and pay online for the January 17<sup>th</sup> CMCSI Seminar, log on Citizen Access at <https://aca.accela.com/charlotte>. Persons who do not wish to register and pay online may complete and submit a paper application. Applications can be downloaded from our website at <http://cmcsi.charmeck.org>. If you have any questions regarding the CMCSI Training Seminar, please contact Jay Wilson at 704-517-1152.

### Staff Updates

We are pleased to announce that Mark Chapman, PE, has returned to Land Development to fill a Senior Engineer vacancy. Mark has eleven years of experience in Land Development and will be an immediate asset to our team.



### 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.

**SUBDIVISION STEERING COMMITTEE MEETING:** The next meeting is scheduled for Wednesday, November 28, 2012.

**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 Thursday and Friday, November 22<sup>nd</sup> and 23<sup>rd</sup>.*

*Best wishes for a safe and happy Thanksgiving!*

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