

Please use the examples provided below when uploading required documentation for a permit application that requires a review by Growth Management. Requirements are based on the project's scope and details of work, not **ALL** documents may be required.

- **Note:** If you must rename a file that contains a digital signature, please right-click on the file while viewing in folder, and select "Rename", do NOT "Save as" and rename as this will jeopardize the verified signature. Also, if you must re-submit a document, please use the original file name the file was uploaded with initially. If the document is a revision, type "Revision" into the "Description" field on the uploads page of the permit portal.
- Remember to reduce or flatten layers when saving as a PDF from design and drafting software.

PLEASE FOLLOW THE EXACT FILE NAMING CONVENTION PROVIDED FOR THE FOLLOWING DOCUMENTS:

Project narrative:

File name: AS-ProjectNar.pdf

Owner's Affidavit:

File name: AS-OwnersAff.pdf

- Not Required for PreConcurrency

Copy of Land Use Compliance Certificate:

File name: AS-LUCC.pdf

- Not Required for PreConcurrency

Concurrency Plan:

File name: CON-SPDwgs.pdf

Stormwater Analysis (If Stormwater is a CAT 3):

File name: SA-SA.pdf

Transportation Analysis Form (If Transportation Analysis is provided):

File name: TA-TA.pdf