

UAJA - Summary of Development Review Process		
Item	Element	Schedule
1	Developer submits a request for planning/service that includes a development Sketch Plan, Request for Capacity letter, and draft Planning documents (planning module or exemption).	UAJA will respond within five (5) business days.
2	Developer submits the draft Design along with an executed Extension Agreement (Appendix B or C), and Water Quality Management (WQM) permit (UAJA or DEP).	UAJA forwards the DEP WQM permit application within three (3) business days. Review time by DEP can be as long as 90 calendar days and is not subject to UAJA control. UAJA and the Engineer will provide initial comments on the Design within five (5) business days.
3	UAJA and the Engineer complete the Design plan review in an iterative process with the Developer's Engineer.	Time TBD depending on size and quality of the submission (conformance to UAJA requirements).
4	When the Design, Agreement and WQM permit are accepted, the Development will be recommended for Board approval at the next available meeting.	
5	Following Board approval of the Development, UAJA staff will be available to consult with the Developer to review inspection requirements, specifications, and construction schedule.	Time TBD by Developer.
7	Developer constructs coordinating inspections with UAJA.	Time TBD depending on technical complexity and field issues.
8	Developer submits the draft As-Built plans for review, and when acceptable, the electronic files.	UAJA and the Engineer will provide initial comments on the As-Built plans within five (5) business days.
9	When the As-Built Plans are accepted and the Electronic files have been provided and placed into UAJA GIS, connections will be allowed.	Following submission, the electronic files will be processed within five (5) business days.