



Department of Neighborhood Services

Erica R. Roberts
Commissioner

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Operations Director

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Operations Director

Beginning Monday, June 21 the following in-person services will be provided on an appointment basis at the Development Center. Customers will need to use the QLess app or browser-based kiosk to sign up for an appointment prior to visiting the Development Center offices. There will be three distinct queues available, providing the transaction-types listed below. Please select the appropriate queue when setting your appointment. If your project type is not listed below you will need to submit your application via the online LMS or as a drop-off/mail-in to the Development Center offices.

Counter Plan Review Services:

- Residential Alteration (No Structural <400sf)
- Residential Repair
- Sign
- Commercial Occupancy Application
- Zoning Inquiry/Referral
- Fence
- 1-2 Family Solar
- Shed
- Garage

Commercial Limited Scope Plan Review Appointments:

- Commercial Alteration
- Residential Alteration (Structural work and/or > 400sf)
- Residential Addition (<400sf)

Tech Team Appointments:

- Plumbing Permit
- ROW Occupancy
- ROW Opening
- ROW Restoration
- ROW Excavation
- Curb Cut/Approach
- Meter Permit
- Hydrant Permit
- Address
- Bonding/Licensing
- Pole and Anchor

