

**JACKSON COUNTY
IN-HOME BUSINESS APPLICATION PROCESS**

PRE-DEVELOPMENT CONFERENCE

SUBMIT APPLICATION

APPLICATION SUFFICIENCY REVIEW

PLANNING DEPT. RECOMMENDATION
TO PLANNING COMMISSION

PLANNING COMMISSION
RECOMMENDATION TO COUNTY
COMMISSION

- ◆ Approval of Project
- ◆ Table/Postpone
- ◆ Denial of Project

BOARD OF COUNTY COMMISSIONERS'
HEARING

- ◆ Approval of Project →
- ◆ Denial of Project

SITE WORK
MAY BEGIN AT
THIS TIME.
HOWEVER, NO
CONSTRUCTION
MAY TAKE
PLACE UNTIL
BUILDING
PERMITS.

SUBMIT CONSTRUCTION PLANS

BUILDING PERMITS ISSUED

PHYSICAL CONSTRUCTION MAY
BEGIN AT THIS POINT

VARIOUS BUILDING INSPECTIONS

SUBMISSION OF THE AS BUILT PLANS
FOR REVIEW

FINAL JOINT INSPECTION BY
PLANNING DEPT. AND BUILDING
DEPT.

- ◆ Issue Certificate of Occupancy
- ◆ Deny Certificate of Occupancy
- ◆ Correct Problems

NOTE: 1) Applications must be presented to the Planning Commission within 30 days of receipt of a sufficient application.
2) Board of County Commissioners must take action within 20 days receipt of written recommendations from staff and Planning Commission.
3) Average length of time from submission to Development Order issuance is 6-8 weeks.