

PROJECT APPROVAL PROCESS SURVEY – 2015
CITY OF MILWAUKEE LOCAL BUSINESS ACTION TEAM
CITY OF WEST ALLIS RESPONSES

<u>Survey Question</u>	<u>Scenario 1</u> Opening a Sit-Down Restaurant (with alcohol license) in a Space Formerly Used for the Same Purpose	<u>Scenario 2</u> Opening a Business Office (e.g., insurance agent) in a Space Formerly Used as a Business Office That Has Been Vacant for 2 Months	<u>Scenario 3</u> Opening a Sit-Down Restaurant (no alcohol license) in a Former Grocery Store in an Existing Strip Mall	<u>Scenario 4</u> Constructing and Occupying a New Multi-Tenant, Mixed-Use Building That Contains a Bank, Convenience Store (with food and alcohol licenses), Day Care Center and Several Offices
1. Please list all permits, certificates, licenses and other types of approval required.	Building permit (not likely); possibly plumbing, electrical, etc. Business occupancy permit Special use permit (not likely unless change in plan of operation) Site, landscaping & architectural plan review Restaurant license Alcohol beverage license	Building permit (not likely); possibly plumbing, electrical, etc. Business occupancy permit	Building permit (possibly); may also need to submit lighting & heating plans Business occupancy permit Special use permit Site, landscaping & architectural plan review Restaurant license	Building permits (multiple – new construction and tenant spaces); plumbing, electrical, HVAC, etc. Business occupancy permit (each tenant) Special use permit (convenience store, day care center) Site, landscaping & architectural plan review Retail food establishment license (conv. store) Alcohol beverage license
2. Please identify all city agencies, departments, boards and commissions involved in obtaining each of the approvals identified in #1.	Building Insp. & Neighborhood Services Building Insp. & Neighborhood Services, Planning & Zoning, Health Dept., Fire Dept. Planning & Zoning, BINS, Engineering Dept., Fire Dept., Public Works Dept., Plan Commission, Common Council Planning & Zoning, BINS, Engineering Dept., Fire Dept., Public Works Dept., Plan Commission Health Dept. City Clerk, Police, BINS, Health, Fire, License & Health Committee, Common Council	Building Insp. & Neighborhood Services Building Insp. & Neighborhood Services, Planning & Zoning, Health Dept., Fire Dept.	Building Insp. & Neighborhood Services Building Insp. & Neighborhood Services, Planning & Zoning, Health Dept., Fire Dept. Planning & Zoning, BINS, Engineering Dept., Fire Dept., Public Works Dept., Plan Commission, Common Council Planning & Zoning, BINS, Engineering Dept., Fire Dept., Public Works Dept., Plan Commission Health Dept.	Building Insp. & Neighborhood Services Building Insp. & Neighborhood Services, Planning & Zoning, Health Dept., Fire Dept. Planning & Zoning, BINS, Engineering Dept., Fire Dept., Public Works Dept., Plan Commission, Common Council Planning & Zoning, BINS, Engineering Dept., Fire Dept., Public Works Dept., Plan Commission Health Dept. City Clerk, Police, BINS, Health, Fire, License & Health Committee, Common Council
3. Please identify all inspections conducted as part of the approvals enumerated under #1.	Building, plumbing, electrical, HVAC, etc. Building, electrical and plumbing (all BINS), fire and health None None Pre-license health inspection Police, BINS, health, fire	Building, plumbing, electrical, HVAC, etc. Building, electrical and plumbing (all BINS), fire and health	Building, plumbing, electrical, HVAC, etc. Building, electrical and plumbing (all BINS), fire and health None None Pre-license health inspection	Building, plumbing, electrical, HVAC, etc. Building, electrical and plumbing (all BINS), fire and health None None Pre-license health inspection Police, BINS, health, fire
4. What is the cost (or likely cost range) for obtaining each of the approvals identified in #1?	\$100 - \$10,000 for plan review (based on square footage), plus \$0.25/sq. ft. permit fee \$100 - \$600 (based on square footage) \$500 \$100 - \$500, depending on project cost, plus surety bond or other security in the amount of 125% of the landscaping work, to ensure its completion \$373 - \$1,364 (depending on complexity) \$122 or \$622 (depending on license type)	\$100 - \$10,000 for plan review (based on square footage), plus \$0.25/sq. ft. permit fee \$100 - \$600 (based on square footage)	\$100 - \$10,000 for plan review (based on square footage), plus \$0.25/sq. ft. permit fee \$100 - \$600 (based on square footage) \$500 \$100 - \$500, depending on project cost, plus surety bond or other security in the amount of 125% of the landscaping work, to ensure its completion \$373 - \$1,364	\$100 - \$10,000 for plan review (based on square footage), plus \$0.35/sq. ft. permit fee (new construction); same amounts for indiv. tenant space build-outs except \$0.25/sq. ft. building permit fee \$100 - \$600 (based on square footage) \$500 (each tenant/use) \$100 - \$500, depending on project cost, plus surety bond or other security in the amount of 125% of the landscaping work, to ensure

				its completion \$80 - \$1,349 (conv. store; depending on size, whether there's food processing, potentially hazardous foods, etc.) \$272 or \$772 (depending on license type)
5. What is the estimated time (or likely time range) for obtaining each of the approvals identified in #1?	9-11 days 7-10 days 45-60 days 15-30 days (may be combined with special use approval at same time) 1-3 days 30 days	9-11 days 7-10 days	9-11 days 7-10 days 45-60 days 15-30 days (may be combined with special use approval at same time) 3-7 days	9-11 days (each bldg.. permit) 7-10 days (each tenant/use) 45-60 days (each tenant/use) 15-30 days (may be combined with special use approval at same time) 1-7 days 45 days