

# Self-Certification Training

## Case Studies

### Case Study 1

Seven new data center buildings with loading docks each at approximately 200,000 sq. ft. tenant space located on a 100-acre site. Adjacent arterial streets are fully built out except for sidewalk on one frontage. The project will require local roadway improvements, water infrastructure in a new local street and a sports field for the Parks Department.

Required submittals include the following:

- Grading and Drainage Plan
- Paving Plan
- Water Main Extension Plan
- Stormwater Management Plan
- Final Plat
- Site Plan
- Building Plan

1. What portions of this project are eligible for Self-Certification?
2. What approvals are required before the building plans can be submitted as self-certified?
3. Is this project something you would self-certify? Why or Why Not?
4. Are there alternative permitting processes to consider? (i.e., phased, expedited, etc.)
5. Is this project subject to a random or automatic audit?

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### Case Study 2

Existing 20,693 sq. ft. warehouse building with 2,500 sq. ft. of office space. The project proposes an interior addition of 2,000 sq. ft. to the existing office space along with a remodel of the existing office space to accommodate the new office addition.

Required submittals include the following:

- Site plan with revised parking calculations
- Building Plan

1. What portions of this project are eligible for Self-Certification?
2. What approvals are required before the building plans can be submitted as self-certified?
3. Is this project something you would self-certify? Why or Why Not?
4. Are there alternative permitting processes to consider? (i.e. expedited, permit by inspection, etc.)
5. Is this project subject to a random of automatic audit?

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### Case Study 3

This project proposes two, 2,000 sq. ft. duplexes (four units total) on a 0.5-acre site that is zoned R-2 (multi-family residential). There is an existing single-story detached residence on the site that will be demolished, including the foundation.

Required submittals include the following:

- Grading and Drainage Plan
- Stormwater Management Plan
- Inventory/Salvage Plan
- Landscape Plan
- Site Plan
- Building Plan

1. What portions of this project are eligible for Self-Certification?
2. What approvals are required before the building plans can be submitted as self-certified?
3. Is this project something you would self-certify? Why or Why Not?
4. If a portion of this site is located in a FEMA identified floodplain, does this affect the ability to self-certify the project?
5. Is this project subject to a random or automatic audit?

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### Case Study 4

This project proposes the ground up construction of a three-story 88,500 sq. ft. office building on an existing hospital campus. The area of disturbance for the new portion of the development is 3 acres. There is existing mature landscape in the area that is proposed to be developed. A sewer main extension is also required to ensure capacity for the campus.

Required submittals include the following:

- Grading and Drainage Plan
- Sewer Main Extension Plan
- Stormwater Management Plan
- Final Plat
- Site Plan
- Inventory/Salvage Plan
- Landscape Plan
- Building Plan

1. What portions of this project are eligible for Self-Certification?
2. What approvals are required before the building plans can be submitted as self-certified?
3. Is this project something you would self-certify? Why or Why Not?
4. Are there alternative permitting processes to consider? (i.e., phased, expedited, etc.)
5. Is this project subject to a random or automatic audit?

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### Case Study 5

This project proposes a new 10,696 sq. ft. two-story public classroom (E occupancy) building built on an existing campus, the change of occupancy of an existing one-story classroom (E occupancy) building into an office (B occupancy) space, along with two new shade structures. A new driveway will be required to serve the site.

Required submittals include the following:

- OTC driveway permit
- Building Plan

1. What portions of this project are eligible for Self-Certification?
2. What approvals are required before the building plans can be submitted as self-certified?
3. Is this project something you would self-certify? Why or Why Not?
4. Are there alternative permitting processes to consider? (i.e., phased, expedited, etc.)
5. Is this project subject to a random or automatic audit?