

**Pre-Development Meeting**  
If requested by applicant 870-932-0406

**Submit to Planning**

- 3 sets of architectural drawings
- 3 sets of Engineered Site Plans, Including: (2) lighting, (2) landscaping, drainage and grading
- Permit application
- Contractor's license/business license
- Applicable fees

Email PDF files to:  
planning@jonesboro.org

MAPC approval required for commercial developments over 75K sq. ft. or multi-family over 48 units before proceeding with Permits. (Digital files required)

Plan review by Planning, Engineering, Building, Streets, Sanitation, Fire Marshal, Arkansas Dept. of Health and Arkansas Dept. Environmental Quality

**YES**

**NO**

All commercial/public buildings must obtain plumbing/sanitary approval from State Dept. of Health

Development Permit applications are available in all departments

Utility Tap fees must be paid before a permit will be issued

Driveways (Permit required from State or City)

Permit Issued with Building plan and Site plan approval and fees paid

Submit revisions

Rough-in Inspections  
Final Inspections  
Engineer and architect letter of Certification of Improvements "As done to plan" required

Certificate of Occupancy issued  
No temporary CO's will be issued