

Please note that you are responsible for preparing all applications, site plans and other documents accurately and completely. Otherwise, the approval process may be delayed.

One Stop Shop is an informational meeting only. Attendance at One Stop Shop and the ensuing discussion does not constitute approval of the proposed project. All required processes must be followed in order to receive approval to establish your proposed use or start construction.

For more information or to make an appointment, please contact the Community Development Department at (309) 494-8600, Monday – Friday 8 a.m. to 5 p.m.

CODES & ORDINANCES

GUIDE TO ONE STOP SHOP



Community Development Department

419 Fulton Street, Room 300
Peoria, IL 61602
Phone: (309) 494-8600



CITY OF
PEORIA

Doing any type of building project can be daunting enough, with developing site plans, getting the right permits and meeting codes. That's why the City of Peoria developed a way to ease some of those burdens. And it is free.

Called **One Stop Shop**, the city brings together staff from several different departments and representatives of other agencies to review your plans and give you feedback and advice about your project. You can make an appointment ahead of time or just show up on any Monday (except holidays) at 1:30 p.m. in Room 404 of City Hall, 419 Fulton St.



All you need to bring with you is:



- ◆ The address and/or Parcel Identification Number (also known as the Tax ID Number) of the project property



- ◆ Preliminary or conceptual site plans or just an idea for discussion



- ◆ A note pad and pen or pencil

During One Stop Shop city staff and other agency representatives will review your proposed project to identify any issues, talk with you about the city codes that apply to your project, and advise you on permits or other approvals you will need. Staff may offer solutions and changes to your site plan or provide you with direction on your concept/idea that will further ease the process.

City departments that staff One Stop Shop are:

- ◆ Community Development - Zoning & Building Safety
- ◆ Public Works
- ◆ Economic Development
- ◆ Fire Department
- ◆ Finance
- ◆ Police



Also, again to save time, representatives of other agencies will review your proposal because they may become involved later in the process. They are:

- ◆ CityLink
- ◆ Greater Peoria Sanitary District
- ◆ Illinois-American Water
- ◆ Peoria County Health Department

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Department at (309) 494-8600**