

Pending Permit Application Status Dashboard

FAQ

When can I expect to receive my permit?

The Time Elapsed Indicator represents the current age of the application in relation to the District's target completion time. The green is well within the target, while yellow is nearing the target time and red indicates that the target time has been exceeded. Delays may occur which will extend the time needed to complete an application. The Application History may contain intermediate statuses which resulted in delays to the application process. The Application Status Indicators will show if additional tasks need to be completed by the applicant in order to proceed. Once the application is approved and reviewed, it will be mailed to the address on file.

What if I don't know my Application Number?

You can also look up your facility by entering any part of your facility information (name, address, etc.). All applications associated with the facility will be listed under "equipment list".

F.I.N.D says that my application has been approved. Why have I not received it yet?

For most permits, once the application is approved, the permit will be reviewed and mailed to you. This step will be indicated by a "Batch/Quality Checks, Mailing, and Archiving" status which may appear multiple times. For Facility Permits, contact the assigned engineer if you have questions about when the permit will be available.

I submitted my application, but it is not in the Dashboard. Why not?

Applications typically take 7 to 10 days from the date of receipt to show up in the Dashboard. If it has been more than 10 days since submitting your application, please contact Permit Services at 909-396-3385.

Can I make changes to or cancel my application?

Please contact the engineer if you need to make changes to your application. Their name and contact information can be found in the Application Specific Information section of the Dashboard. Note that significant changes may require the submittal of a new application. If you need to cancel your application, you should also contact the engineer. However, if the application has already been prescreened, you will not be entitled to a refund.

Why is the Time Elapsed Indicator blue?

The Time Elapsed Indicator will be blue for applications that have not yet been prescreened/deemed complete, which generally happens within 30 days. The prescreening

process can be placed “on hold”, typically because additional information is needed from the applicant before the application can be deemed complete.

Who is the engineer assigned to my application?

The engineer assigned to your application, along with their contact information, can be found in the Application Specific Information section of the Dashboard.

Can I receive alerts when the status changes?

Not at this time.