



Community Development  
Department

**Community Development Dept.**

Meridian City Hall, Suite 102  
33 E. Broadway Avenue  
Meridian, Idaho 83642

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**MEMORANDUM**

Date: April, 9 2019  
To: Development and Building Community  
From: Cameron Arial, Community Development Director  
Re: ePlan Review Services "Go Live" June 3<sup>rd</sup>

The Community Development Department is pleased to announce we will **"Go Live" with ePlan Review (ProjectDox) on Monday June 3<sup>rd</sup>**. We heard the community's desire to provide these services, and we are glad to report it will be implemented on time and on budget. Our customers can now submit building applications anytime, anywhere, and will no longer be required to deliver physical plans or CDs to the department. This will increase the ease of application and potentially decrease plan turnaround times.

Prior to "Go Live", there will be a **How To Presentation May 16<sup>th</sup> from 1:00-3:30pm in the Meridian City Hall Council Chambers**. The purpose of this presentation is to provide a high-level overview of the service and highlight the benefits of the system.

Please note that hard copies of approved plans are still required on job sites.

Please join us for the presentation and we look forward to delivering ePlan Review to you in June.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cameron Arial".

Cameron Arial  
Community Development Director