

Manage Existing Application



CITY OF COLUMBIA

Start Help

Name, number, address

Search

Kevmccart



- Your Items
- Your Watch List
- Your Contractor Status
- Manage Account
- Log off

Select "Your Items"
to see a list of all your
active projects.

Get Started

Click on an item below to get started



Pay

Search for payable fees with the new Fee Finder.



Apply

Apply for a permit, project, or license.



Your Items

Manage your applications, reports, and requests.



Contractor Status

Check your current contractor status.



Renew

A quick guide for renewing your license online.



Advanced Search

Use the many available filters to find what you're looking for.



Inspections

Search for available inspection scheduling items.



Open Data

View and download from the available reports.

Manage Existing Application: Select a Project

Your Items

Selected Items (Select an action) Submit Clear All Recently Modified 10

Permit License Project Violation

<input type="checkbox"/>	700 N Garden St · Final Planned Unit Development Master Plan · Ref Code:11ZXC7	View Print Summary Add to Watch List	Type: Final Planned Unit Development Master Plan	Applicant: Kevin	Status: Draft Application	Date Filed: 8/17/2023	Closed: No
<input type="checkbox"/>	2248 Nashville Hwy · Preliminary Plat, Final Plat · Ref Code:P8QJQA	View Print Summary Add to Watch List	Type: Preliminary Plat, Final Plat	Applicant: Equitas Management Group, LLC, Kevin McCarthy, Kevin	Status: Application Submitted	Date Filed: 8/15/2023	Closed: No
<input type="checkbox"/>	807 S Garden St STE A · Administrative Certificate of Appropriateness, Certificate of Appropriateness · Ref Code:B8Y0ZG	View Print Summary Add to Watch List	Type: Administrative Certificate of Appropriateness, Certificate of Appropriateness	Applicant: Rosanbalm Homes LLC - Josh Rosanbalm, Kevin McCarthy, Kevin	Status: Completeness Review	Date Filed: 7/31/2023	Closed: Yes
<input type="checkbox"/>	700 N Garden St · Home Occupation · Ref Code:KZYTK1						

Click "View" to see Project Details

Manage Existing Application: Add Documents

22-0151
Project

Final Planned Unit
Development Master Plan
Type

700 N Garden St
Location

Overview Documents Messages Reviews Inspections Users

Documents

View, download, and upload documents here.

Existing Documents

Optional Submittals

- Hipster Flats (1).docx (5/20/2022)
- Hipster Flats.docx (5/20/2022)

Upload Additional Document(s)

Choose File No file chosen Add

Upload

Select the Documents Tab to View Submitted Documents and to Add New Documents (e.g. resubmittal following DRC Comments)

**Note: Our software vendor currently limits file sizes to 30 MB.
Please break up large documents.**

Manage Existing Application: Communicating with City Staff

Select the Messages Tab

Send Messages to Planning Staff

View Messages from Planning Staff

Overview Documents **Messages** Reviews Inspections Users

Messages

Track your communications and see responses here. To add a new message, click the button below.

New Message

Subject	Text	Date
Project - 22-0151-FINAL PUD	Thank you for your application. Hipster Flats sounds like a great project. **Please do not reply to this email. Contact staff directly with questions.**	8/17/2023 10:23:46 PM

Manage Existing Application: Checking Review Status

Overview Documents Messages **Reviews** Inspections Users

Select the Reviews Tab

Reviews

View review status and review comments here.

**View Status of Technical Review
(Note: Reviewers often wait until the DRC meeting to enter comments. Some reviewers do not have access to LAMA.)**

Reviews

The table below lists all the reviews on this project.

Case	Division	Event	Status	Status Date	Actions
Final Planned Unit Development Master Plan	Planning	Staff Review	Revisions Needed	8/17/2023	
Final Planned Unit Development Master Plan	Engineering	Staff Review	Pending	8/17/2023	
Final Planned Unit Development Master Plan	Fire	Staff Review	Pending	8/17/2023	

Manage Existing Application: Adding Users

Select the Users Tab

Click "Add User"

Enter the Email Account Associated with the User. Each Team Members will Need to Create an Account. Email addresses must match.

Overview Documents Messages Reviews Inspections **Users**

Users

Manage user access to this project.

Add User

Users given access will be able to view all information and schedule inspections on this project. Added users will not be able to add or remove other users.

Name	Email
	<input type="text" value="msanders@columbiatn.com"/>

Add

Manage Existing Application: Adding Users

Overview Documents Messages Reviews Inspections **Users**

Users

Manage user access to this project.

[Add User](#)

Users given access will be able to view all information and schedule inspections on this project. Added users will not be able to add or remove other users.

User has been successfully added!

Name	Email	Actions
Melissa Sanders	msanders@columbiatn.com	Remove

All Users are Listed

If necessary, email planning staff (kmccarthy@columbiatn.com or msanders@columbiatn.com) and ask to have a team member identified as “petitioner.” This status allows the user to modify the project.

Manage Existing Application: Paying Fees

CITY OF COLUMBIA Start Help

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Your Items
Your Watch List
Your Contractor Status
Manage Account
Log off

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Navigate to Your Items

Manage Existing Application: Paying Fees

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Your Items
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Your Contractor Status
Manage Account
Log off

Navigate to Your Items


700 N Garden St · Final Planned Unit Development Master Plan · Ref Code:P83UAV

View Pay Fees Print Summary Add to Watch List

Type: Final Planned Unit Development Master Plan Applicant: Kevin Status: Draft Application Date Filed: 5/24/2022 Closed: No

Items with Fees Due will Show a "Pay Fees" Tab

Manage Existing Application: Paying Fees

 CITY OF COLUMBIA [Start](#) [Help](#)

Checkout

Payment Information

Credit & debit cards accepted: Visa, Mastercard, and Discover

Credit Card Number

Enter the 16 digits on the front of your credit card. Do not use any spaces or special characters.

Exp. (mmyy)

CCV

Enter your Credit Card Expiration Date as 4 digits in the "mmyy" format with no spaces or special characters.

The last 3 digits on the back of your card. Usually found at the end of the signature line.

Billing Information

Full Name

Address

Address 2 (Apt. #, Ste. #, etc.)

Summary

PUD Master Plan	\$500.00
Project #: 22-0151, 700 N Garden St	
Remove	
Sub Total	\$500.00
Processing Fee	\$14.95
Total	\$514.95

**Pay by Credit Card
Online**

**Alternative: Arrange
Payment Through the
[Office of City Recorder](#)
931-560-1520**

**Note: Following DRC,
planning staff may
send additional
invoices for fees
associated with
required advertising
and public notice.**