



## OUTSOURCE REVIEW REQUEST

Applicants can request an outsource review for Tahoe Regional Planning Agency (TRPA) applications. Outsource review allows applicants to have their project reviewed by a third party for an additional fee and potentially an expedited review time. TRPA has outsource review consultants that are familiar with the TRPA Code of Ordinances, permitting processes, programs, procedures, and Environmental Thresholds.

### PROCESS

- I. **Submit an application with TRPA including the outsource review request.**
- II. **During the initial 30-day review for completeness, we will flag the application for outsource review.**
- III. **We will contact the outsource review consultant(s) and forward the project to them.**
- IV. **The outsource review consultant will review the project and determine if they have the time and resources to review it.**
- V. **If accepted by the outsource review consultant a proposal will be prepared with the cost estimate and timeline for reviewing the project.**
- VI. **The proposal is presented to the applicant for review.**
  - a. **If the applicant accepts the proposal, fees are collected and the consultant is notified.**
  - b. **If the applicant decides not to use the outsource review it is re-assigned to a TRPA planner.**
- VII. **The consultant reviews the project and prepares a permit which is issued by TRPA staff.**
- VIII. **The applicant works with TRPA staff to acknowledge the permit.**

### II. APPLICANT INFORMATION

**Applicant** \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Zip Code \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

**Project Location/Assessor's Parcel Number (APN)** \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

County \_\_\_\_\_ Previous APN (if any) \_\_\_\_\_

**File Number (if available)** \_\_\_\_\_

**Brief Project Description:**

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