HillsGovHub
User Guide

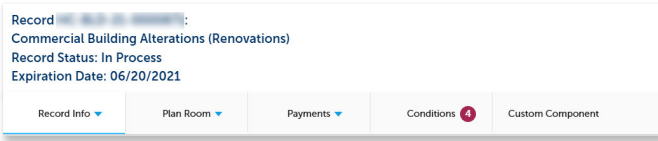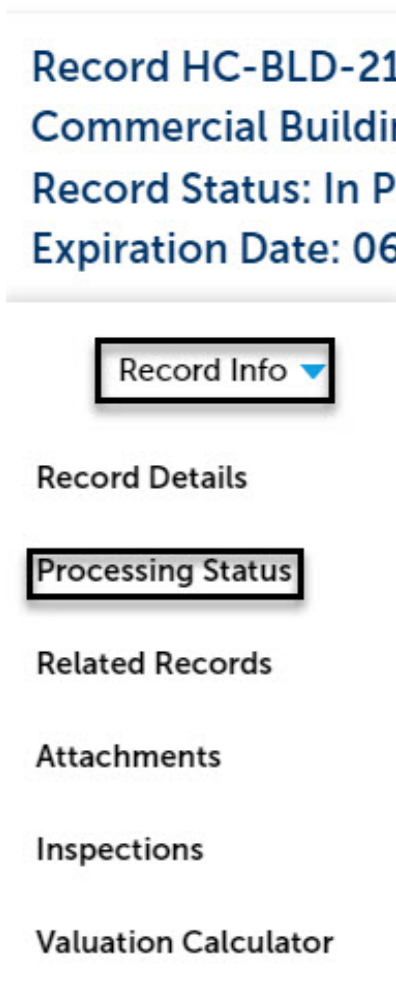## Check the Status of an Application

Hillsborough County Florida

EST. 1834

Check the Status of an Application

1) Search and open the record.

2) Review the **Record Status**. The Record Status is the status of the overall project. Individual tasks have more detailed statuses.

Record _____:
Commercial Building Alterations (Renovations)
Record Status: In Process
Expiration Date: 06/20/2021

| Record Info ▼ | Plan Room ▼ | Payments ▼ | Conditions ④ | Custom Component |

3) Select **Processing Status** from the **Record Info** drop down to review the application's progress and individual task statuses.

Record HC-BLD-21
Commercial Buildir
Record Status: In P
Expiration Date: 06

Record Info ▼

Record Details

Processing Status

Related Records

Attachments

Inspections

Valuation Calculator

4) Select **Select** to expand and view the status of any task.

   a. The hour glass indicates the current active task. No action is needed from the applicant when this status is shown.

   b. Assigned to 'TBD' indicates the task is assigned to the County's review team.

   c. The green checkbox indicates the task has been completed.

Processing Status

✔ ▶	Application Review	
✔ ▶	Plans Distribution	
⏳ ▶	Building Review	
	Mechanical Review	
	Site-Engineering-ROW Review	
⏳ ▶	Fire-Building Review	
	Transportation Review	
	Fire-Site Review	
⏳ ▶	Zoning-Building Review	
	Stormwater Review	
	Public Works Traffic Review	
	Natural Resources Review	
⏳ ▶	Plumbing Review	
⏳ ▶	Electrical Review	
	EPC Review	
	Zoning-Site Review	
	HC School Board Review	
	Parks Review	
	Site-Utilities Review	
	Site-Engineer Review	
	Impact Fee Determination Review	
	Utility Design Exception Review	
	Utility Industrial Pre-Treatment Review	
	Utility Fee Assessment Review	
	Utility Lift Station Pump Selection Review	
	Utility Point-of-Connection Review	
	Utility Water Resource Review	
	Supervisor Review	
	Plans Coordination	
	Issuance	
	Inspection	
	Certification	
	Closure	

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