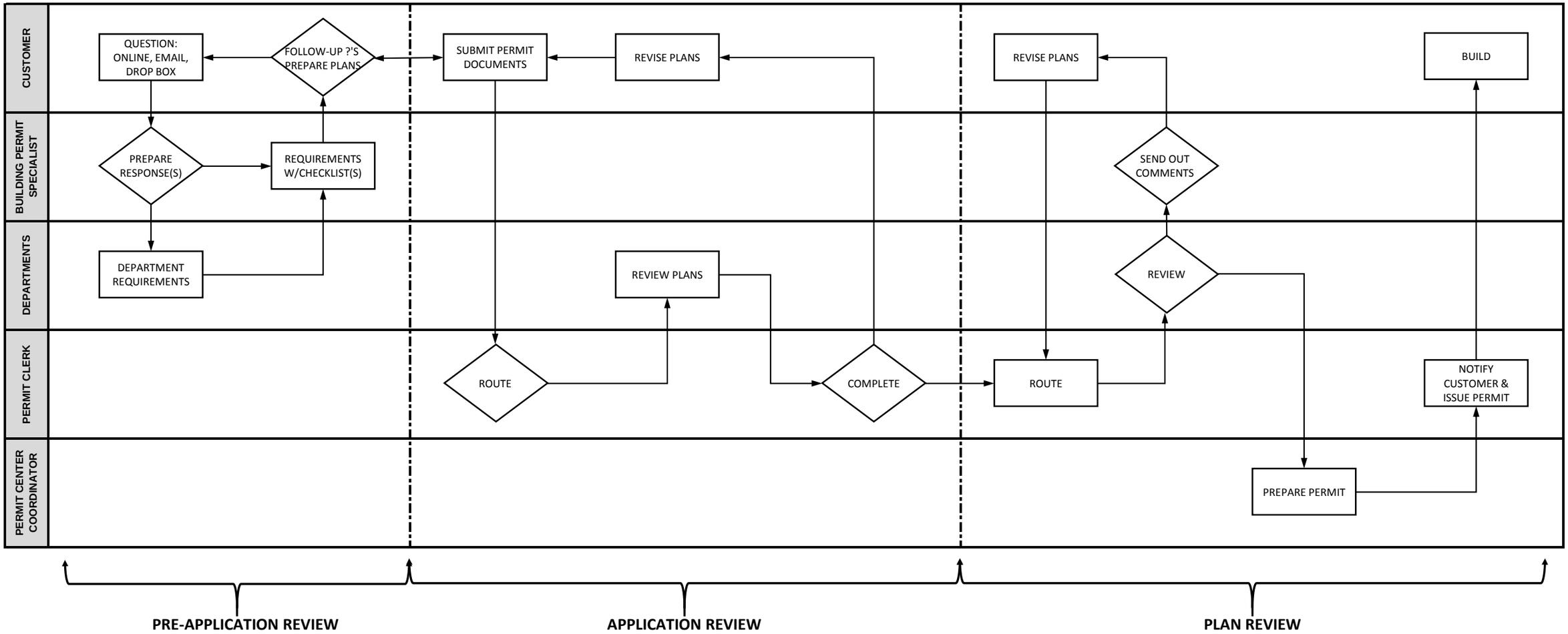BUILDING PERMIT SUBMITAL PROCESS