

Miller Building Systems Getting Started Check List

✓ A	✓ B	✓ C	✓ D	✓ E	✓ F	✓ G
Determine Market Demand	Select Site	Business Planning	Building Permit Process	Sign All Construction Contracts	Begin Construction	Open For Business
Check Rental Rates	Check Zoning	Preliminary Financial Projection	Research Planning Approval Process		Site Excavation	Leases & Forms
Analyze Competition	Check Property Set Backs and/ or Any Other Land Constraints	Obtain Bids from All Subcontractors	Finalize Engineered Site Plan, Office Plan, Electrical/ Plumbing/ HVAC		Concrete Foundations and Stone Driveway	Procedures Manual
Analyze Market Feasibility	Prepare Preliminary Site Plan	Reserve Yellow Pages Ad	Order Sealed Plans with State Seal		Building Erection	Employees
	Hire Site Engineer for Drainage & Related Plans	Arrange Financing	Apply for and Obtain a Building Permit		Electric, HVAC, etc.	
	Revise Site Plan to Conform to Site Plan				Occupancy Permits	