Ad Hoc Ordinance
Streamlining the Planning Entitlement Process

What the Ordinance does:
1. Removes automatic Commission hearings for Site Plan and Design Review (SPDR) that do any of the following:
   • Exceed 150 dwelling units / Exceed 65 feet in height (70 feet in industrial zones) / Exceed 125,000 square feet in size (commercial and mixed use)
2. Allows all deviations to be heard at the Director level.
3. Allows all Tentative Maps to be heard at the Director level.
4. Delegates some Conditional Use Permits (CUP) to Director level and remove some CUP requirements in commercial zones. Uses included are:
   . Veterinary clinics
   . Kennels
   . Cultural and religious assemblies
   . Childcare centers
   . Alcohol sales for off-site consumption
   . Dormitories
   . Residential and nonresidential care facilities
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New Improvements to the Planning Process

Old Public Notification Procedure:
1. Application Routed to Neighborhood Groups within 300-ft.
2. Mail public hearing notice to property owners within 300-ft. 10-days before the hearing.
3. Post a public hearing sign 10-days before the hearing.

New Public Notification Procedure
1. Application Routed to Neighborhood Groups
2. New Early Noticing Signs placed on project site 1 week after routing.
3. Encourage public comments by a certain date so it can be shared with the Design Advisory Committee (DAC)
4. Mail public hearing notice to occupants as well.

Other Improvements:
1. Design Advisory Committee (DAC)
2. Evening Director hearing in Historic City Hall
3. Improved online presence
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1. APPLICATION SUBMITTED
   - Completed application accepted including payment.

2. APPLICATION ROUTED
   - Email routing sheet with a development tracker link to neighborhood groups within 300-feet of project site.

3. SIGN POSTED
   - Sign posted on project site with project information and contact information.

4. COMMENTS ACCEPTED
   - Public comments are encouraged through email by a specific date noted on the routing sheet and on the posted sign.

5. DESIGN REVIEW
   - Public comments are shared with the Design Advisory Committee (DAC).

6. PUBLIC HEARING
   - Project scheduled for a public hearing.

7. PUBLIC NOTICE
   - Mail public hearing notices to owners & occupants within 300 feet & put notice on posted sign.

8. APPEAL PERIOD
   - Submit a completed form and payment within 10-days after decision.

*this review period can be longer depending on the complexity of the project

End of staff level review

Public hearing process begins (Director or Commission or Commission & Council)
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2019 Hearing Items
Planning and Design Commission

- Private Development (68 items) 76%
- Policy (21 items) 24%
- Affected by Ad Hoc Ordinance (24 items) 35%