

Planning Application Expiration Zoning Ordinance Text Amendment



- Have had recent interest in restarting inactive projects.
- Questions from customers regarding status of old cases.
- Need for clarity.

Customer Submits Application City Reviews Application

City Returns Comments to Customers

Customer Moves on to Next Step City Reviews Application & Approves

Customer Resubmits Application

Customer Submits Application 40 Applications Submitted in 2017 YTD 60% increase over 2016 YTD

City Reviews Application

City Returns Comments to Customers

Customer Moves on to Next Step City Reviews Application & Approves

Customer Resubmits Application

11 Day Current Review Time 42% improvement over 2016

Customer Submits Application City Reviews Application

City Returns Comments to Customers

Customer Moves on to Next Step City Reviews Application & Approves

Customer Resubmits Application

20 Day Average Turnaround Time

Customer Submits Application City Reviews Application

Customer Moves on to Next Step City Reviews Application & Approves City Returns
Comments to
Customers

Customer
Resubmits
Application

Current State



- In 2 months 5 projects have restarted inactive cases
- Preliminary Plat:
 - Typical 1st Review 20 staff hours
 - Typical 2nd Review 10 staff hours

Current State



- About 70 cases waiting to return to Planning
 - About 20 have been waiting over 100 days
 - Typical turnaround is 20 days
- Typically have 5-8 WiP

Future State



- Applications expire after 6 months without a resubmittal.
- After 5 months of inactivity, staff will send a reminder that the application will expire in 30 days.
- Applicant has 3 options:
 - Submit the plans
 - Request an extension
 - Allow the application to expire

