




MEMORANDUM

TO: Mayor and City Council

From: Greg Guernsey, Director 
Planning and Zoning Department

Date: March 18, 2016

RE: Postponement of "Review Times" Code Amendment (PUBLIC HEARING)

Staff is requesting a postponement of the following code amendment from March 31, 2016, City Council meeting to the April 14, 2016, City Council meeting:

Conduct a public hearing and consider an ordinance amending City Code Title 25 and Title 30 of the Land Development Code to change the staff review time for development applications from calendar days to the equivalent number of business days, and define review times in administrative rules, modify the life of a site plan or subdivision application from 180 days with an available 180 day extension to one year with no extension provision, establish a stop-clock provision for development application life for related applications that require a public hearing, and establish expiration dates for subdivision vacation and subdivision construction plan applications consistent with other development permit applications.

Additional time will allow for public notification.

Cc: Marc Ott, City Manager
Sue Edwards, Assistant City Manager