

Site Plan Procedures

1. Applicant confers with planning staff to determine the requirements for his/her project, given municipal ordinance and development standards.
2. Applicant submits the site plan, and, if applicable, landscape plan, which complies with the City's Water Efficient landscape Ordinance to the planning staff, and pays the required filing fees.
3. The Planning staff then schedules a Development Review Committee (DRC) meeting to discuss the site plan and its conformity to the City's requirements and standards, and then makes recommendations to the Planning Commission (PC), if PC approval is required.
4. The DRC and/or PC conducts a meeting or if, required, a public hearing and reviews the site plan, in the process, considering staff's recommendations. At this point, the DRC or PC then approves, conditionally approves, or disapproves the site plan.