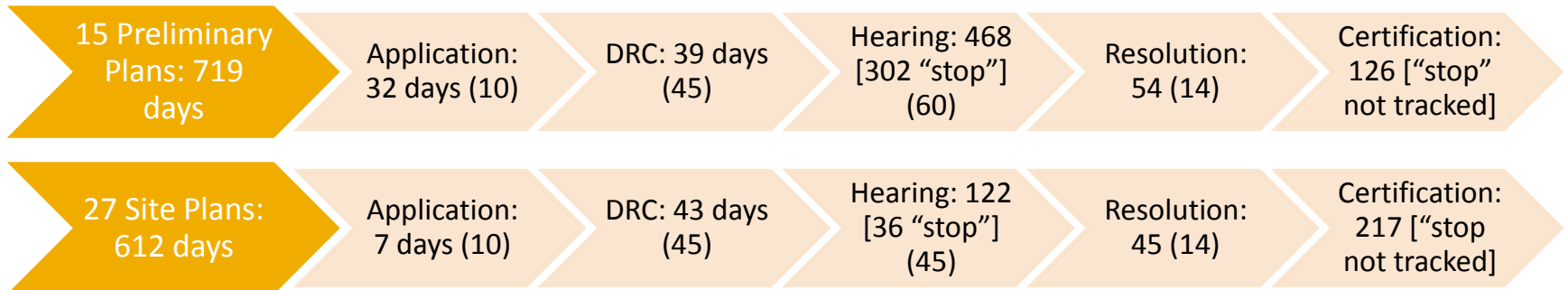


# Process Module in Context

Analysis of Regulatory Review in  
Context of Ordinance Outline

# Average Review Times 1/1/11 – 6/30/11



## "Stops"

- Waiting on Applicant Re-submittal
- Waiting on Agency Recommendation

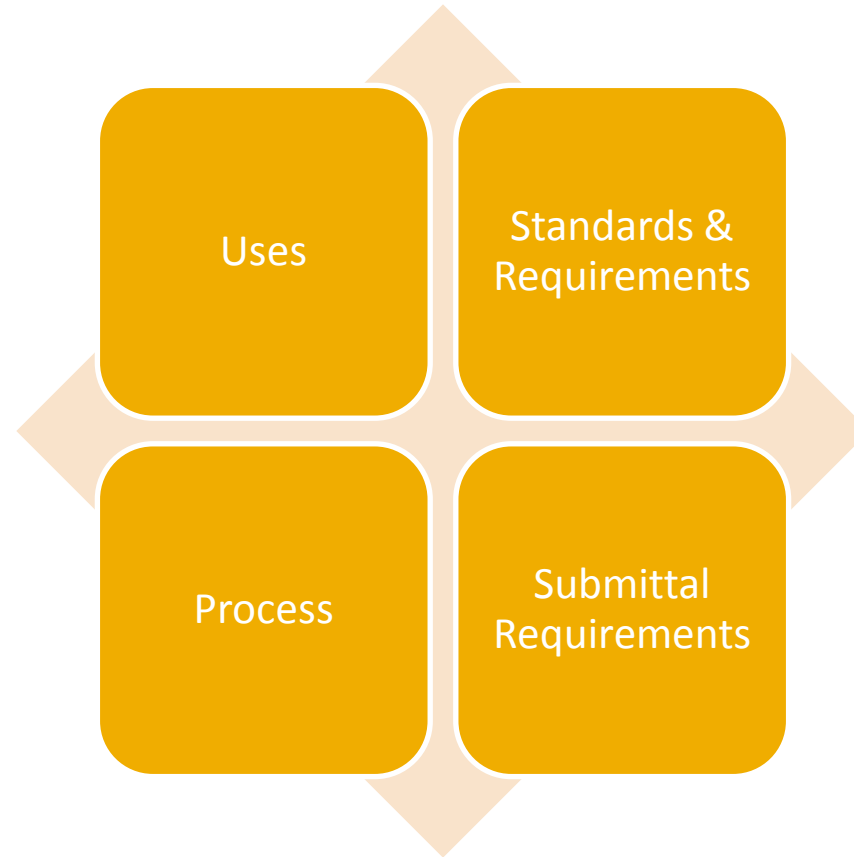
## Certification

- Delays generally by Applicant
- Goal is two week maximum for plan comments

## Record Plats

- Long pending times
- Tax rate changes

# Balanced Regulatory System



# Timeline: Targets

Module	June 2011	September 2011	November 2011	January 2012	March 2012	May 2012	September 2012
IV. 59-1. General Provisions				Zap Draft	Consolidated Staff Draft	Revised Public Draft	Planning Board Draft
IV. Zoning Districts				Zap Draft			
I. & II. Use & Use Standards	Ag & Res (I.) Zap Draft under Revision	Revised & Consolidated for All Zones					
I. & II. Zoning Standards	Ag & Res (I.) Zap Draft under Revision						
IV. General Development Regulations				Zap Draft			
III. Administration			Zap Draft				
IV. Definitions				Zap Draft			

# Uses: Flexibility with Protections



Limited: Allowed  
With Additional Non-  
Discretionary  
Standards &  
Requirements



Permitted: Allowed  
Under Basic  
Standards &  
Requirements



Conditional: Allowed  
With Additional  
Standards,  
Requirements, &  
Discretionary Review



# Standards & Requirements: Certainty & Comprehensiveness

## Codes

Context Sensitive  
Roads

ESD Stormwater

Master Plans &  
Design Guidelines

Forest  
Conservation

Subdivision Staging  
Policy

Etc...

## Standards

Height

Density

Setbacks

Placement

Open Space

Etc...

## Requirements

Landscaping

Lighting

Parking & Loading

Recreation

Etc...

# Process: Review Bodies & Application Types

District Council

Planning Board

Planning Department

Board of Appeals

Hearing Examiner

Department of Permitting Services

Sign Review Board

## Administrative Approvals

- Layout Plans
- Temporary Use Permits
- Building Permits
- Use & Occupancy Certificates
- Sign Permits

## Hearing Approvals

- Sectional Map Amendments
- Local Map Amendments (Rezoning Plans)
- Corrective Map Amendments
- Sketch Plans
- Minor & Major Site Plans
- Minor & Major Conditional Use Permits
- Variances

# Process: Administrative Approvals

APPROVAL PROCESS	ACTION							
	DPS Director	Sign Review Board	Planning Director	Planning Board	Hearing Examiner	Board of Appeals	District Council	Circuit Court
<b>ADMINISTRATIVE APPROVALS</b>								
Layout Plan	D		R					
Temporary Use Permit	D							
Building Permit	D							
Use and Occupancy Certificate	D							
Sign Permit	D	R						
Written Interpretation	D		R					
<b>KEY:</b>	R = Review & Recommendation D = Decision A = Appeal			PH = Public Hearing CA = Consent Agenda PM = Public Meeting				



# Process: Hearing Approvals

APPROVAL PROCESS	ACTION								
	DPS Director	Sign Review Board	Planning Director	Planning Board	Hearing Examiner	Board of Appeals	District Council	Circuit Court	
<b>HEARING APPROVALS</b>									
Sectional Map Amendment			R	R/PM			D/PH	A	
Local Map Amendment (Development Plan)			R	R/PM	R/PH		D/PM	A	
Corrective Map Amendment			R	R/PM			D/PH	A	
Zoning Text Amendment			R	R/PM			D/PH	A	
Sketch Plan			R	D/PH				A	
Site Plan, Minor			R	D/CA				A	
Site Plan, Major			R	D/PH				A	
Conditional Use Permit, Minor			R		D/PH	A		A	
Conditional Use Permit, Major			R		R/PH	D/PM		A	
Variance			R			D/PH		A	
<b>KEY:</b>	R = Review & Recommendation D = Decision A = Appeal				PH = Public Hearing CA = Consent Agenda PM = Public Meeting				

# Process: Noticing

<b>Noticing Requirements</b> (print - p, mail - m, web - w, sign - s)				
<b>Type of Hearing Approval</b>	<b>Pre-Submittal Meeting</b>	<b>Application</b>	<b>Hearing</b>	<b>Resolution</b>
Sectional Map Amendment	n/a	n/a	p, w	w
Local or Corrective Map Amendment	s, m	s, m, w	m, w	m, w
Sketch Plan	s, m	s, m, w	m, w	m, w
Major Site Plan or Conditional Use Permit	s, m	s, m, w	m, w	m, w
Minor Site Plan or Conditional Use Permit	s, m	s, m, w	m, w	m, w
Layout Plan	n/a	s, m, w	n/a	w
Variance	n/a	s, m, w	m, w	w

# Applications by Criteria Thresholds I

Application Required by Threshold Criteria								
Criteria	Threshold	Zone						
		Rural	RE/RLD	RMD	RHD	CR	I	PD
Method	Standard	See Thresholds Below (Use, Density, Etc)						
	Optional	Sketch Plan followed by Site Plan(s), Major						Development Plan
Replat	Subdivision or Resubdivision	Preliminary Plan						
Use	Permitted	Building Permit	Building Permit	Building Permit	Layout Plan	Layout Plan	Layout Plan	Development Plan
	Limited	Layout Plan	Layout Plan	Layout Plan	Site Plan, Minor	Site Plan, Minor	Site Plan, Minor	
	Conditional (minor)	Conditional Use Permit, Minor						
	Conditional (Major)	Conditional Use Permit, Major						
Density	<10,000sf or 10 units	Building Permit	Building Permit	Building Permit	Layout Plan	Layout Plan	Layout Plan	Development Plan
	10,000sf - 30,000sf or 10 - 30 units	Layout Plan	Layout Plan	Layout Plan	Site Plan, Minor	Site Plan, Minor	Site Plan, Minor	
	>30,000sf or 30 units	Site Plan, Minor	Site Plan, Minor	Site Plan, Minor	Site Plan, Major	Site Plan, Major	Site Plan, Major	

# Applications by Criteria Thresholds

Criteria	Threshold	Zone						
		Rural	RE/RLD	RMD	RHD	CR	I	PD
Height	<40f	Building Permit	Building Permit	Building Permit	Layout Plan	Layout Plan	Layout Plan	Development Plan
	40f+				Site Plan, Minor	Site Plan, Minor	Site Plan, Minor	
Adjacent Zone	Rural, RE, RLD, RMD	Building Permit	Building Permit	Building Permit	Site Plan, Minor	Site Plan, Major	Site Plan, Major	Development Plan
	RHD, PD				Layout Plan	Site Plan, Minor	Site Plan, Minor	
	CR, I, PD				Layout Plan	Layout Plan	Layout Plan	

Because multiple criteria are included with any application, the most intense application type based on all the applicable thresholds must be filed according to the following order: building permit, layout plan, minor site plan, major site plan, minor conditional use permit, major conditional use permit, sketch plan, development plan.

Example, a standard method development in the RHD zone requesting permitted uses, 24 units, 50' height, adjacent to RHD- and CR-zoned land must file a minor site plan application because it is the most intense application type (required by the # of units and height).

# Submittal Requirements

Application Type	Submittal Requirements												
	Plat	Existing Site Conditions and Vicinity Survey	Approved NRI/FSD (or exemption)	Approved SWM Concept (or exemption)	Narrative Description	Justification Statement	Conceptual Building Massing & Height Plan	Conceptual Circulation & Parking Plan	Conceptual Open Space & Amenities Plan	Phasing Concept	Detailed Building, Circulation, & Parking Layout	Detailed Open Space & Landscape Plan	Development Program
Building Permit	✓												
Layout Plan		✓	✓	✓	✓						✓	✓	✓
Minor Site Plan		✓	✓	✓	✓	✓					✓	✓	
Major Site Plan		✓	✓	✓	✓	✓					✓	✓	✓
Minor Cond. Use Permit		✓	✓	✓	✓	✓					✓	✓	
Major Cond. Use Permit		✓	✓	✓	✓	✓					✓	✓	✓
Sketch Plan		✓			✓	✓	✓	✓	✓	✓			
Development Plan		✓			✓	✓	✓	✓	✓	✓			