

Chapter 16.72

SITE PLAN PERMIT REVIEW

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16.72.010 Purpose.

It is the purpose of this Chapter to provide a method for reviewing proposed uses that possess characteristics that require a special appraisal to determine if the uses have the potential to affect adversely other land uses, transportation, or facilities in the vicinity. The Review Authority may require conditions of approval necessary to eliminate or reduce to an acceptable level, any potentially adverse effects of a use and may require an application for new uses/structures, additions, change of use, occupancy or any change to the physical site, etc. (Ord. 606, 1999; Ord. 758, §2 (part), 2007)

16.72.020 Requirements for Application.

A. Applications for a site plan permit may be initiated by the property owner(s) or the property owner's authorized agent. Applications are filed with the Planning Department. A request for a site plan review must include a site plan that clearly describes the location and characteristics of the proposed use.

B. A fee, as specified by resolution of the City Council, is required with the application.

C. Before application, the applicant should request a preapplication conference with the Planning Department. (Ord. 606, 1999)

16.72.030 Review Procedures.

The Review Procedure for a site plan permit

application shall be determined by the Director. Minor site plan permits, are determined by the Director based upon the size and complexity of the proposed project, and shall be reviewed and approved or denied by the Director. Major Site Plan Permits, are determined by the Director based upon the size and complexity of the proposed project, shall be reviewed and approved or denied by the Planning Commission. (Ord. 606, 1999; Ord. 758, §2 (part), 2007)

16.72.040 Development Requirements.

Site plans approved under the provisions of this Chapter shall be subject to those conditions that ensure that the proposed use meets the minimum requirements of the City. Unless otherwise specified the use cannot be established until all conditions have been fulfilled. (Ord. 606, 1999)

16.72.050 Expansion of an Existing Use or Change of Use.

Existing uses subject to site plan permit review may be expanded pursuant to this Section and are considered minor site plan permits.

A. Required Conditions. In those instances involving expansion or change of use that require site plan review or use permit, the Director may approve expansion or change of use that comply with the following conditions:

1. The change of use does not result in the expansion of the building;

2. A building expansion that involves less than twenty-five (25%) percent increase in floor area covered by existing structures associated with the use, if there is an approved use permit or site plan.

3. The building or change of use, in the opinion of the Director, would not have a substantial adverse effect on adjacent property;

4. The building or change of use complies with existing requirements of agencies and departments having jurisdiction or any other appropriate regulatory agency as determined by the Director.

B. Conditions Not Met. If a proposed expansion does not comply with the conditions in

Subsection (a), a major site plan permit will be required. (Ord. 606, 1999; Ord. 758, §2 (part), 2007)

16.72.060 Time Limits of Approvals.

Unless otherwise specified, approved site plan permits shall lapse and become void eighteen (18) months after the effective date of approval if any of the following occur:

A. Standard Requirements. A standard requirement of approval has not been complied with;

B. Building Related Permits. A required building, electrical, plumbing, or a mechanical permit secured has lapsed or become void; or

C. Other Permits. A required permit secured from any other public agency has lapsed or become void. (Ord. 606, 1999)

16.72.070 Findings.

Before approving an application for a site plan permit, the review authority shall find, based upon substantial evidence, that all of the following are true:

A. Consistency. The proposed use is consistent the goals, policies, standards, and maps of the General Plan, any applicable Master Plan, Specific Plan, and Special Purpose Plan, and any other applicable plan adopted by the City;

B. Improvements. Adequate utilities, roadway improvements, sanitation, water supply, drainage, and other necessary facilities have been provided, and the proposed improvements are properly related to existing and proposed roadways;

C. Site Suitability. The site is physically suitable for the type of development and for the intensity of development;

D. Issuance Not Detrimental. Issuance of the permit will not be significantly detrimental to the public health, safety, or welfare, or be injurious to the property or improvements of adjacent properties; and

E. Compatibility. The use is compatible with adjoining land uses. (Ord. 606, 1999; Ord. 758, §2 (part), 2007)