

Type of request	BZA or PC?	City Council Approval?	Public Notice/Hearing?	Fee	Example
Residential Site Plan Approval	PC	No	No	\$200 application fee	New structures or expansions of more than 10% of the existing floor area of multi-family housing - does not apply to single-family, two-family, group, or manufactured dwellings. Process outlined in Section 19.32 of zoning regulations.
Commercial Site Plan Approval	PC	No	No	\$600 application fee	New structures or expansions of more than 10% of the existing floor area - required for all commercial development. Process outlined in Section 19.32 of zoning regulations.
Conditional Use Permit/Temporary Commercial Use	PC	No	No	\$600 application fee	Temporarily using non-commercial land/structures for commercial or industrial purposes; drive-thru or drive up services in C-0, C-1, and C-2 districts; utility boxes larger than 12 square feet - all conditional uses are found in 19.30.055 of zoning regulations.
Preliminary Development Plan (Mixed Use/Plan)	PC	Yes	No	\$600 application fee	First submission for new development/redevelopment in an area zoned MXD or planned zoning district (RP-1a, RP-1b, RP-2, RP-3, RP-4, CP-0, CP-1, or CP-2. See 19.23.035 for submission requirements in Zoning Regulations. Examples: Meadowbrook; car wash on State Line
Final Development Plan (Mixed Use/Planned)	PC	No	No	\$600 application fee	Final submission for new development in an area zoned MXD or planned zoning district (RP-1a, RP-1b, RP-2, RP-3, RP-4, CP-0, CP-1, or CP-2 (i.e. Meadowbrook). See 19.23.035 for submission requirements in Zoning Regulations. Examples: Meadowbrook; car wash on State Line
Preliminary Plat	PC	No	No	\$600 application fee	Development of a new subdivision - process outlined in subdivision regulations. Applicant must have pre-submittal meeting with city staff to discuss proposal prior to submitting application. Section 18.08.010 outlines submission requirements.
Final Plat	PC	Yes	No	\$600 application fee	Development of a new subdivision - process outlined in subdivision regulations. Section 18.08.010 outlines submission requirements. Section 18.12.020 of Subdivision Regulations outlines submission requirements.
Residential Building Line Modification/Elevation Change	PC	No	No	\$200 application fee	Resident wants to construct past the platted building line and the construction would comply with all of the City's zoning regulations (setback, lot coverage, etc.)
Rezoning	PC	Yes	Yes	\$600 application fee	Request to change the zoning of a property
Sign Standards / NEW Monument sign	PC	No	No	\$600 application fee	Monument sign or new sign standards for multi-tenant building
Special Use Permit	PC	Yes	Yes	\$600 application fee	Day Cares in churches / Pet groomer that does doggie day care; all special uses are outlined in the zoning regulations under each zoning district
Variance	BZA	No	Yes	\$200 application fee	Request to build a house at a 4 feet setback instead of the required six feet; exceeding the maximum roof height in the zoning district; wants to build an 8 ft. fence along the property line instead of a 6 ft fence; any request to build something that is contrary to what is laid out in zoning regulations. In order to be granted a variance, the applicant would have to meet 5 criteria: 1) Uniqueness; 2) Adjacent property; 3) hardship; 4) public interest; and 5) spirit and intent of the regulation
Appeals of zoning code	BZA	No	No	\$200 application fee	When someone doesn't agree with the building official's determination (i.e. not granted a building permit, failed inspection, etc.).
Lot split	PC	No	No	\$600 application fee	When someone wants to divide their lot into multiple lots (must meet width and square feet requirements, as outlined by zoning regulations, or a variance or rezoning request would be necessary).