Chapter 19.770

SITE PLAN REVIEW PERMIT

19.770.010 Purpose.
The Site Plan Review Permit process is established to meet certain community goals that include the following:

A. To ensure that the highest quality of land planning is incorporated into development projects;
B. To ensure that new projects are compatible with existing neighborhoods in terms mass, scale and functionality;
C. To ensure that development occurs with due regard to environmental factors;
D. To provide for public improvements necessitated by the development; and
E. To promote orderly, attractive and harmonious development, and promote the general welfare by preventing the establishment of uses or erection of structures that are not properly related to or that would adversely impact their sites, surroundings, traffic circulation or environmental setting. (Ord. 6966 §1, 2007)

A. General Process

Site Plan Review Permit (SPR) applications shall be processed in accordance with the discretionary permit processing provisions as set forth in Chapters 19.650 (Approving Authority), 19.660 (General Application Processing Procedures), 19.670 (Notices and Hearings), 19.680 (Appeals), 19.690 (Effective Dates) and other applicable Chapters of the Zoning Code. (Ord. 6966 §1, 2007)

19.770.030 Applicability and Permit Requirements.
The following multiple-family residential, commercial or mixed use projects require a Site Plan Review Permit:

A. Multi Family Residential

Two (2) or more units as one project in the multi-family residential zones R-3 and R-4), either as rental apartment type or condominium projects.
B. Commercial
In addition to any other permits required by the Zoning Code, no new building, structure, exterior alteration or enlargement of an existing building or structure shall be commenced in the Commercial Regional Center Zone (CRC) (Chapter 19.110), Neighborhood Commercial Overlay Zone (NC) (Chapter 19.215) or the Commercial Storage Overlay Zone (CS) (Chapter 19.190) until a Site Plan Review Permit has been granted pursuant to this Chapter.

C. Mixed-Use
In addition to any other permits required by the Zoning Code, no new building, structure or sign exterior alteration or enlargement of an existing building, structure or sign shall be commenced in any Mixed-Use Village or Urban Zones (Chapter 19.120) until a Site Plan Review Permit has been granted pursuant to this Chapter.

D. Planning Commission Requirement
The Planning Commission, at its discretion, may require a Site Plan Review Permit as a condition for any project.

E. Exemption
Any Site Plan Review included as part of the review for conditional use permits, minor conditional use permits, planned residential development permits and design review is subject to the requirements of Chapters 19.730 (Minor Conditional Use Permit), 19.760 (Conditional Use Permits), 19.780 (Planned Residential Development Permit) and 19.710 (Design Review) and is therefore exempt from the requirement of a separate Site Plan Review Permit unless such Site Plan Review is deferred at the time of approval of such permits. (Ord. 7091 §13, 2010; Ord. 6966 §1, 2007)

19.770.040 Conditions of Approval.
In order to achieve the purposes of this Chapter, the Approving or Appeal Authority may require reasonable conditions of approval on a Site Plan Review Permit including, but not limited to the following.

A. Special conditions or requirements to revise the site plan, that are more restrictive than the development standards in the underlying base zone or including, but not limited to, the following:

1. Building height, bulk or mass;
2. Setbacks;
3. Lot coverage;
4. Lighting;
5. Private and common open space and/or recreational amenities;
6. Screening, including garages, trash receptacles, or mechanical equipment;
7. Landscaping;
8. Fencing plans;
9. Parking, access and on-site circulation;
10. Pedestrian circulation;
11. Grading;
12. Street dedication and improvements;
13. Public improvements either on or off the subject site that are needed to service the proposed development;
14. Project phasing;
15. Participation and completion by the project’s ownership and/or management staff in the Crime Free Multi-Family Housing Program, or its successor equivalent;
16. Any other revisions to the site plan or operational conditions deemed necessary to further the purposes of this Title.

B. Reduced development standards for affordable housing projects in accordance with the provisions of Chapter 19.545 (Density Bonus). (Ord. 6966 §1, 2007)
19.770.050 Site Plan Review Permit Process in Flow Chart Form.

Application Filed
  UP TO
  30 DAYS

Application deemed incomplete; returned for additional information. Applicant can appeal determination (19.660.050).

Application reviewed for completeness by Zoning Administrator or designee

Review of application by City staff for compliance with Zoning Ordinance, General Plan, and other applicable regulations.

Hearing scheduled, noticed per 19.670

Application deemed complete

Staff recommendation forwarded to City Planning Commission. Hearing(s) conducted.

City Planning Commission takes action to recommend:
- Approval in full or in part
- Conditional Approval in full or in part
- Modification
- Denial

City Planning Commission recommendation for approval or denial on City Council consent calendar

10 DAY APPEAL PERIOD

COUNCIL HEARING(s). Notice required per 19.670.100.

APPEAL OF CITY PLANNING COMMISSION RECOMMENDATION

No Appeal

Council acts to adopt in full or in part, adopt with modifications, or reverse City Planning Commission recommendation

Decision Final*