

Typical Process for rezoning, preliminary development plan and use permit applications.

Durations may vary significantly from the time provided below depending on a number of factors such as the length of time between the applicant receiving comments and providing the requested information and/or revisions, the number of re-submittals, and the requiring more than 1 neighborhood meeting when necessary.

Step	Description	Cumulative Length in calendar days
1.	Pre-technical Site Plan Review (10-day review). Only required for new construction or major expansion/remodels.	1 - 10
2.	Application is submitted	11
3.	Planner reviews application and provides comments (min. 20 business days from application submittal, min. 10 business days for subsequent reviews)	25
4.	Applicant sends neighborhood meeting invitations (min. 15 calendar days prior to meeting date)	26
5.	Applicant is responsible for setting up and hosting/conducting the neighborhood meeting	42
6.	Airport Commission (only rezoning applications when located within the Airpark Area boundaries)	
7.	Notice of public hearing; Staff sends request for advertising Planning Commission and City Council hearing dates (min. 30 calendar days prior to 1 st hearing for rezoning applications; min. 15-calendar days for all other applications). Advertisements are sent approx. every 14 calendar days.	56
8.	Planning and Zoning Commission hearing	92
9.	City Council (approx. 15 to 30 calendar days after Planning Commission; use permits and preliminary development plans are adopted; rezoning receive introduction of ordinance)	122
10.	City Council (final adoption of ordinance for rezoning applications approx. 11 to 30 days after introduction)	152
11.	Rezoning ordinances becomes effective 30 days after final adoption	182