

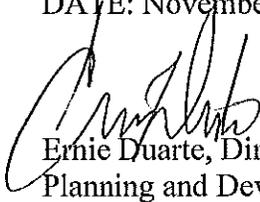


# MEMORANDUM

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DATE: November 7, 2011

TO: Richard Miranda  
City Manager

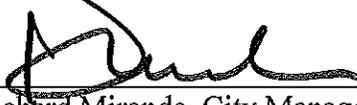
FROM:   
Ernie Duarte, Director  
Planning and Development Services

SUBJECT: Deletion of Development Standards 2-02, 2-03 and 2-05

Development Standards 2-02, 2-03, and 2-05 provide standards and specifications for site plans, development plans, tentative plats and final plats. As part of the ongoing improvement process established by the Planning and Development Services Department a new Development Standard (2-01) was implemented to combine all of the plan processes into a single standard identified as a Development Package. The Development Package was created with the assistance of the PDSD Stakeholders Group and vetted through the other Stakeholders and Departments that utilize the Development Standards.

On December 19, 2008, Development Standard 2-01 was approved by the City Manager and included in the Development Standards manual. The other Development Standards remained in place at that time in order to create a transition, training and testing period for the refining the Development Package process. The Development Package (DS 2-01) has been completely tested and is now in use on all plans.

In order to prevent confusion by the users of the Development Standards manual we now request that the City Manager agree to formally delete the other standards from the Development Standards manual. The City Manager's approval will delete all of D.S. 2-02, all of D.S. 2-03 that refers to tentative plats, and all of 2-05. The remaining standards will ultimately be incorporated into the Uniform Development Code (UDC). Once deleted the Development Standards will only include 2-01 Development Package and 2-03 Final Plats. Development Standards 2-02 Site Plans, the portion of 2-03 relating to Tentative Plats and 2-05 Development Plans, will be deleted.

Concur:   
Richard Miranda, City Manager

Date: 11-7-11