

Policy Title: **Minor Development**

Policy Number: **2006-008**

Effective Date: **11-14-06**

Approved by: _____



Approved Date: _____

11-14-06

DESCRIPTION: This policy letter implements how the Department of Growth Management planning staff will define minor development relating to commercial uses and the review process.

PURPOSE/RATIONALE: Staff recognizes the fact that the Land Development Code does not make exceptions for developments that are minor and / or located within a platted or established Industrial Park.

MINOR DEVELOPMENT

LAND DEVELOPMENT CODE, ORDINANCE 91-1, AS AMENDED

A development project may be determined to be a "minor" project by the Planning Official when all of the following criteria are met.

1. Proposed structure/building is less than 1,000 square feet
2. No additional stormwater drainage or treatment will be required (no additional impervious surface area and little to no additional potential for on or off-site flooding)
3. No additional parking is required (existing parking is adequate to support the development)
4. No additional landscaping or buffering is required (landscaping is not required or existing landscaping is adequate to support the development)
5. No additional driveways or driveway connection/s are required (existing driveways are adequate to support the development)
6. No adverse impact upon natural or historic resources.
7. No additional grading or site alteration is involved.

Or

1. Proposed structure/building is less than 1,000 square feet
2. Stormwater drainage or treatment may be required
3. Parking is required
4. Landscaping or buffering may be required
5. Driveway connection/s may be required
6. Grading or site alteration may be required

Or

1. Proposed structure/building is located within an established Industrial Park
2. Proposed square footage of structure/building does not exceed 3% per acre (43,560 square X 3% = 1,306.80 square feet) NOTE: 3% is based on entire parcel (limits of construction may be less than entire parcel).
3. No new right-of-ways or roads
4. Landscaping and buffering may be required
5. Stormwater drainage or treatment may be required
6. Parking may be required
7. Driveway connection/s may be required
8. Grading or site alteration may be required.

PROJECTS DETERMINED TO MEET THE DEFINITION OF "MINOR" SHALL NOT BE REQUIRED TO GO BEFORE THE TECHNICAL REVIEW COMMITTEE (TRC). PLANS SHALL BE SUBMITTED AS REQUIRED BY THE TRC AND WILL BE ROUTED ADMINISTRATIVELY BY GROWTH MANAGEMENT STAFF. THE PROJECT WILL BE REVIEWED BY EACH TECHNICAL REVIEW COMMITTEE MEMBER BUT NOT IN THE SETTING OF A SCHEDULED MEETING. NOT REQUIRING A SCHEDULED TRC MEETING SHOULD HELP EXPEDITE THE REVIEW OF MINOR PROJECTS.