

Resubdivision Municipal Code Section 17.35

Step 1: Pre-Application Meeting

Section 16.15.060

Step 2: Pay Fees & Sign Reimbursement Agreement

Section 16.15.060

Step 3: Submit Preliminary Resubdivision Plat

Section 17.35.020

5 Calendar Days

Step 4: Completeness Review

Section 17.35.030 (a)

Complete

10 Calendar Days

Incomplete

Resubmittal

- If applicant fails to correct deficiencies and resubmit application within 60 calendar days, the application shall be considered withdrawn

Step 5: Town issues written, unified response to applicant

Section 17.35.030 (b) (1)

10 Calendar Days

Step 6: Applicant submits responses to Town memo

- Failure to respond to Town memo within 14 calendar days shall deem the application withdrawn

Section 17.35.030 (b) (2) & (3)

10 Calendar Days

Step 7: Town issues confirmation that the application satisfies design requirements (once achieved)

Section 17.35.030 (b) (4)

Step 8: Town issues unified staff report to Planning Commission recommending approval or denial

Section 17.35.030 (e)

Step 9: Planning Commission Hearing

Section 17.35.030 (f)

Denial

Approval

Not less than 15
Calendar days