Community Planning and Development
Development Services

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New Concept Review Phase Submittal Required

November 29, 2016

Intent: To clarify what changes constitute a new Concept Phase submittal for the purpose of accurately applying the Affordable Housing Linkage Fees.

Policy: Any resubmittal of a Concept or Formal SDP Phase submittal (whose initial Concept submittal occurred on or prior to December 30, 2016) received after January 1, 2017 **shall** be deemed by the Development Review Committee (DRC) a new project, be assigned a new Concept record number, and be assessed appropriate fees related to the Affordable Housing Linkage Fee at the time of building permit issuance if any of the conditions below exist:

- Any Concept record number that has not submitted a revised Concept Phase submittal or Formal SDP submittal within 180 days of receipt of comments for a Concept Phase or Formal SDP review
- Any project (Concept or Formal SDP) that was previously withdrawn
- Change in the project/site area or location of the project on the zone lot
- Change in zoning use classification (i.e. Office to a Residential use)
- Any addition of stories (reduction of stories does not trigger new concept)
- Any addition of buildings when multiple buildings are proposed on a single zone lot

Additionally, any resubmittal of a Concept or Formal SDP Phase **may** be deemed by the DRC a new project, be assigned a new Concept record number, and be assessed appropriate fees related to the Affordable Housing Linkage Fee at the time of building permit issuance if any of the conditions below exist that result in new impacts:

- Re-allocation of proposed uses
- Change in the Building Form (i.e. Apartment Form to General Form)
- A reduction in the number, relocation, or change in phases of buildings when multiple buildings are proposed on a single zone lot
- Any site rezoned following submittal (unless original Concept submittal anticipated rezoning)
- Any other changes/modifications proposed that result in new impacts from the proposal (transportation, wastewater, additional buildings on a single zone lot, etc.)