



## Process Change

### **DS-PCA 2015-01**

Date of Notice:	September 24, 2015
Effective Date:	October 1, 2015
Subject:	Driveway locations on Comprehensive Plans in the R-CL, R-CM, R-CM-20 and R-M districts
Purpose:	To speed up processing times for single family building permits in these districts

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Please be advised that as of the effective date Development Services staff will no longer review building permit applications for driveway location compliance with comprehensive plans.

**Land Developers:** in order to ensure that a home builder's plan for a driveway location complies with your comprehensive plan you should ask your architectural control reviewer to incorporate this into their review. We will assume that your architectural control stamp means you have approved the driveway location even when it differs from your comprehensive plan.

### **What this means for you:**

- Land developers will no longer have to submit revised comprehensive plans for a simple driveway re-location. This saves time and money. (Note that other types of changes may still require a revised comprehensive plan).
- Home builders will receive building permits faster as they will no longer be delayed while a revised comprehensive plan is prepared, submitted, reviewed and approved.

### **Questions?**

Contact Gepke Stevenson, Senior Development Officer  
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**Distribution List:** see next page



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