
10-7-1 Summary and organization of this chapter.

- A. This chapter describes the procedures for review and approval of all applications for development activity in the town. Common procedures, which are applicable to all or most types of development applications, are in section 10-7-2. Subsequent sections set forth additional provisions that are unique to each type of application, including staff and review board assignments, review standards, and other information.
- B. Table 7.1-1 sets forth the review and decision-making responsibilities for the administration of the procedures described in this chapter.

TABLE 7.1-1: SUMMARY OF ADMINISTRATION AND REVIEW ROLES

NOTE: This table summarizes the general review and decision-making responsibilities for the procedures contained in Chapter 7.

R = Review (Responsible for Review or Recommendation)

H = Hearing (Public Hearing Required)

D = Decision (Responsible for Final Decision)

Procedure	Section	Pre-App Conf.	Neighborhood Meeting	Decision-Making Body					Referral Agencies/Consultants	Notice Required		
				Town council	Planning Comm.	Board of Adj.	Town Staff			Mailed	Published	Posted
Annexation	7.3	Yes		D-H			R	R			X	X
Architectural Review	7.12						D					
Building Permits	7.13						D					
Development Agreement	7.15			D			R					
Fence Permit	6.4.H						D					
Floodplain Permit	2.7.C						D					
Improvement Guarantees	7.17						D					
Initial Zoning	7.4	Yes		D-H			R	R		X	X	X
Planned Development Zoning	7.20	Yes	Yes	D-H	R-H		R	R		X	X	X
PUD	7.6	Yes	Yes	D-H	R-H		R	R		X	X	X
Rezoning	7.5	Yes	Yes	D-H	R-H		R	R		X	X	X
Sign Permit	6.12						D					
Site Plan: Administrative Review	7.10.E	Yes					D	R				
Site Plan: Planning Commission Review	7.10.F	Yes	Yes		D-H		R	R		X	X	X

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				Town council	Planning Comm.	Board of Adj.	Town Staff		Mailed	Published	Posted
Site Plan Agreement	7.16			D			R				
Special Review Use	7.11	Yes	Yes	D-H	R-H		R	R	X	X	X
Subdivision: Annexation Subdivision	7.7.G	Yes					D				
Subdivision: Sketch Plan	7.7.C	Yes					R				
Subdivision: Preliminary Plat	7.7.D		Yes	D-H	R-H		R	R	X	X	X
Subdivision: Final Plat	7.7.E	Yes					D	R			
Subdivision: Minor Subdivision	7.7.F	Yes					D	R			
Temporary Use Permit	7.14						D	R			
Variance	7.9	Yes				D-H	R	R	X	X	X
Amendment to Text of this UDC	7.18			D-H	R		R			X	
Comprehensive Plan	7.21	Yes		D-H	R-H		R	R		X	

(Ord. 03-2022, § 1(Attch.), 1-11-2022; Ord. No. 19-2022, § 2, 9-13-2022; Ord. No. 016-2023, § 1, 7-25-2023; Ord. No. 031-2023, § 1, 11-28-2023)