THE CONDITIONAL USE PERMIT PROCESS

1. Submit Application
2. Input in Energov; Assign Case Manager, Prepare Folder
3. Review by Case Manager and other appropriate departments (includes site plan)
4. Planning Tech. prepares maps and envelopes
5. Mail documents to Planning Commission
6. Assemble Agenda Packets for staff
7. Compose Agenda Memo
8. Advertise, Mail, Post Properties
9. Public Hearing
10. Amend Agenda Memo incorporating Public Hearing Comments
11. Planning Commission makes their Recommendation
12. Council takes Final Action
13. Notify Applicant et. Al. of Action
14. Site Plan Signed