

Planning Department Review Benchmarks

Review Process	Benchmark (in business days)
Zoning Verification Letter	1
Sign Permit	2
Temporary Use Permit/Transient Vendor Permit	2
Residential Planned Unit Development Permit	5
Commercial Planned Unit Development Permit	5
Telecommunications Tower Permit (Minor Modification)	5
Landscape Plan	5
Administrative Site Plan Amendment	5
Master Sign Plan	5
Out-Of-Cycle Plat	5 (2 days to DRC)

1. Benchmark start date begins upon submittal of a complete application.
2. Review days may be modified due to low staffing levels and/or voluminous requests. In these circumstances, the expected review time will be communicated at time submittal.