PLANNING OFFICE

MEMO

To: FILE
From: Planning Staff
Subject: Site Plan Review: Determination as to when an expansion of an existing structure is reviewed as a Standard Development Project versus a Major Development Project
Sec. 20-1305(2)(g)
Sec. 20-1305(3)(b)(2)
Date: July 19, 2007

Section 20-1305(2)(g) reads as follows:

*The construction of additions with a Gross Floor Area of 1,499 square feet or less, or less than twenty percent (20%) of the existing building; or*

Section 20-1305(3)(b)(2) reads as follows:

*The construction of additions with a Gross Floor Area of 1,500 square feet or more, or twenty percent (20%) or more of the existing building; or*

**Interpretation**
The above referenced sections are interpreted by the Planning Director as follows:

Any structure with a Gross Floor Area of 7,499 square feet or smaller for which an addition of 1,499 square feet or smaller is proposed shall be reviewed as a Standard Development Project. Any structure with a Gross Floor Area of 7,499 square feet or smaller for which an addition of 1,500 square feet or larger is proposed shall be reviewed as a Major Development Project. Any structure with a Gross Floor Area of 7,500 square feet or larger for which an addition of less than 19.99% of the total existing floor area is proposed shall be reviewed as a Standard Development Project. Any structure with a Gross Floor Area of 7,500 square feet or larger for which an addition of 20% or more of the total existing floor area is proposed shall be reviewed as a Major Development Project.

<table>
<thead>
<tr>
<th>Area of Existing Structure</th>
<th>Area of Proposed Addition</th>
<th>Type of Site Plan Review Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>≤ 7,499 gfa</td>
<td>≤ 1,499 gfa</td>
<td>Standard Development Project</td>
</tr>
<tr>
<td></td>
<td>≥ 1,500 gfa</td>
<td>Major Development Project</td>
</tr>
<tr>
<td>≥ 7,500 gfa</td>
<td>≤ 19.99% of existing structure gfa</td>
<td>Standard Development Project</td>
</tr>
<tr>
<td></td>
<td>≥ 20% of existing structure gfa</td>
<td>Major Development Project</td>
</tr>
</tbody>
</table>

*”gfa” shall mean Gross Floor Area*