

DEVELOPMENT REVIEW PROCEDURES

403 Attachment 1

City of Blue Springs

Table 403.010-1: Procedures Summary
[R.O. 1996 Table 403.010-1; Ord. No. 4558 § 1, 8-3-2015; Ord. No. 4938, 9-9-2020]

	Eligible Applicants				Pre-application Meeting	Notice			Review Body				
	Owner	Staff	PC	CC		Posted	Published	Mailed	Staff	PC	CC	BA	Special Review
Text Amendment		■	■	■			<input checked="" type="checkbox"/>		R	R/PH	D/PH		R*
Zoning Map Amendment	■	■	■	■	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	R	R/PH	D/PH		R*
Subdivision - Administrative Plat	■				<input checked="" type="checkbox"/>				D				
Subdivision - Preliminary Plat	■				<input checked="" type="checkbox"/>				R	D	A		
Subdivision - Final Plat	■				<input checked="" type="checkbox"/>				R	R	D		
Site Plan - Administrative Review	■				<input checked="" type="checkbox"/>				D	A			
Site Plan and Design Review	■				<input checked="" type="checkbox"/>				R	D	A		R*
Planned Development Concept Plan	■		■	■	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	R	R/PH	D/PH		R*
Planned Development Final Plan	■								R	D	A		R*

BLUE SPRINGS CITY CODE

	Eligible Applicants				Pre-application Meeting	Notice			Review Body				
	Owner	Staff	PC	CC		Posted	Published	Mailed	Staff	PC	CC	BA	Special Review
Conditional Use Permit	■				☑	☑	☑	☑	R	R/PH	D/PH		
Variance	■				☑	☑	☑	☑	R			D/PH	R*
Vacation	■	■	■	■	☑	☑	☑	☑	R	R/PH	D		
Appeal of Administrative Decision	■	■	■	■		☑	☑	☑				D/PH	R*
Subdivision Waiver	■				☑	☑	☑		R	D	A		

- ☑ = Required
- = Authorized
- PC = Planning Commission
- CC = City Council
- BA = Board of Adjustment
- R = Review and recommending authority
- D = Decision making authority
- PH = Public hearing required (distinguished from a public meeting generally open to the public)
- A = Appeal of Decision.
- R* = Special review and recommending authority application impacts: (1) for the HPC a Historic Landmark or Historic District per Section 402.050; (2) for DTRB development according to the Downtown Master Plan per Section 402.060; and (3) for the Appearance Review Committee, development in the ADP-O District per Section 402.040. Special review of applications shall occur before the appropriate board within fifteen (15) days of the application being submitted to it, and a recommendation shall be forwarded to the Planning Commission prior to their scheduled review.