



# COMMUNITY DEVELOPMENT

## MEMORANDUM

**Date: January 3, 2020**

**To: Sara Dechter, AICP, Comprehensive Planning Manager**  
**From: Tiffany Antol, AICP, Planning Director**

**Subject: Waiver of Submittal requirements for the Southside  
Community Specific Plan**

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The purpose of a specific plan and plan amendment application is to allow decision makers to conduct a proper evaluation of the proposed changes and their potential impacts to the future of the community. The requirements for such applications are typically geared towards amendments for a particular property and precede an application for rezoning. In order to facilitate transparent and clear communication, I have elected to not require items on the application checklist that do not contribute to decision making. Items on the checklist are excluded based on the following rationale:

Because the parcels in the Southside are owned by hundreds of individuals and title reports can be provided as necessary during implementation of the plan, a Legal Description and Title Report are not required.

Because it is not legible to show APN's for properties within 300 feet, a County Assessor's Map is waived.

Because the topography slope and environmental conditions are not central to the plan content based on public involvement, these elements of the Site and Area Analysis are not provided in detail.

Because the plan does not require any changes to water and sewer infrastructure, the configuration, phasing and maintenance of sewage disposal, effluent use, solid waste disposal and public utilities is not required.