

ORDINANCE NO. 640 N.S.

AN ORDINANCE OF THE CITY OF EL PASO DE ROBLES
 AMENDING CHAPTER 21.23 (PERMITS, VARIANCES, APPLICATIONS
 AND APPEALS) OF THE ZONING CODE TO PERMIT THE ELIMINATION OF
 DEVELOPMENT FILES THAT HAVE BEEN DEEMED ABANDONED.

WHEREAS, at its meeting of August 11, 1992, the Planning Commission took the following actions regarding this ordinance:

- a. Considered the facts and analysis, as presented in the staff report prepared for this project;
- b. Conducted a public hearing to obtain public testimony on the proposed ordinance;
- c. Unanimously recommended that the City Council adopt an ordinance amending the Zoning Code to commence an Administrative File Close-Out Program, and

WHEREAS, at its meeting of September 1, 1992, the City Council took the following actions regarding this ordinance:

- a. Considered the facts and analysis, as presented in the staff reports prepared for this project;
- b. Considered the discussions of the Planning Commission regarding this ordinance;
- c. Conducted a public hearing to obtain public testimony on the proposed ordinance; and

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of El Paso De Robles, California to adopt this ordinance to amend the zoning code regulations for Permits, Variances, Applications, and Appeals by adding a section as follows:

Section 21.23.430 - (Administrative File Close-Out Program) is hereby to read as follows:

SECTION 21-23.430 (ADMINISTRATIVE FILE CLOSE-OUT):

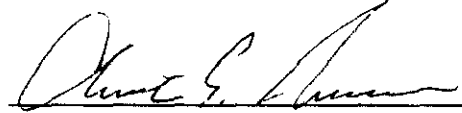
1. Any development application that has been found to be inactive (defined as no written correspondence or plan submittal) for a time period of 90 days or more will be subject to the administrative file close-out program.
 - a. Notification will be sent to an applicant on an incomplete application stating that they have 14 calendar days to notify the Planning Department in writing as to their intentions to proceed.
 - b. Notification will be via Certified Mail.
2. If no written response is received in that 14 day time frame, the application will be "deemed abandoned" and the file will be closed. If written response is received in the 14 day time frame, it will be to the discretion of the Community Development Director to keep the file active.
3. Any refund of fees would be determined on a case by case basis in accordance with the amount of administrative time expended on the individual application.

PASSED AND ADOPTED THIS 15th day of September, 1992 by the following roll call vote:

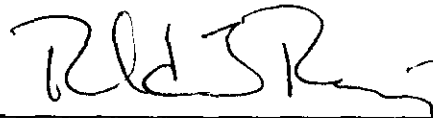
AYES: Heggarty, Macklin, Martin, Picanco, and Iversen

NOES: None

ABSENT: None


MAYOR CHRISTIAN E. IVERSEN

ATTEST:


RICHARD J. RAMIREZ, CITY CLERK

ABJ702