

Design Review Board Duties

Nana Appiah, Development Services Director

December 9, 2025





Changes to State Legislation

- HB 2447 signed by the governor on March 31, 2025
- Changed existing law to require (rather than allow) legislative bodies to establish administrative review processes for development proposals
- Required design review plans to be:
 - Reviewed and approved based on objective standards
 - Without a public hearing
- "Objective" means not influenced by personal interpretation, taste or feelings of a municipal employee and verifiable by reference to an adopted benchmark, standard or criterion available and knowable by the applicant or proponent.

Development Community Feedback

- Improve and expand administrative approvals
- Revise stringent standards on major and minor site plan amendment approval process
- Minimize uncertainty in the Design Review Process



Effects on the Design Review Board

Streamline Processes

- 1) Combine Design Review with Site Plan Review to create a new “Development Plan Review” application
- 2) Align reviewing and approving bodies

Planning Director

- Meet all development standards
- Not requesting a rezone, PAD, BIZ, CUP, SUP, or other deviation

Design Review Board

- Alternative Compliance
- Municipal Projects
- Planning Director Referral
- Planning Director Appeal
- PC District Matters
- Previous Condition

Planning & Zoning

- Rezone, PAD, BIZ, CUP, or SUP
- PC District Matters
- Project Specific Design Guidelines & Standards

Questions?

