

PLANNING DIVISION // MONTHLY REPORT

August 2025



APPLICATIONS RECEIVED

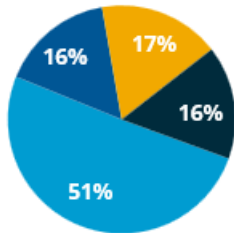
10% increase in applications from August 2024.

A total of **98** applications were received this month.

98 applications were initiated by private applicants.

This report communicates the Planning Division's workload & provides analysis of trends to better understand staff capacity.

TYPE OF PETITIONS



- Zoning Administrator
- Planning Commission
- Historic Landmark
- Subdivision

TYPE OF APPROVAL PROCESS



Administrative Approval

83



Planning Commission

12

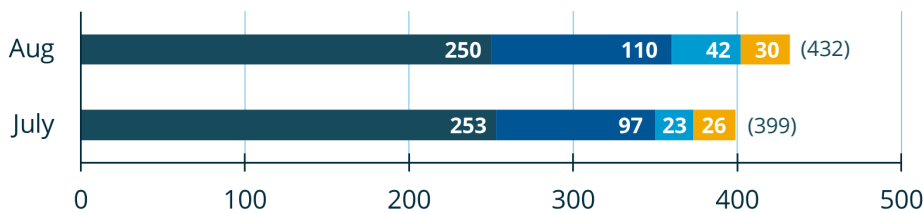


City Council Approval

3

84% of the applications can be processed administratively.

BUILDING PERMIT / ZONING REVIEWS



- 1st Review
- 2nd Review*
- 3rd Review*
- 4+ Reviews*

* Review for corrections

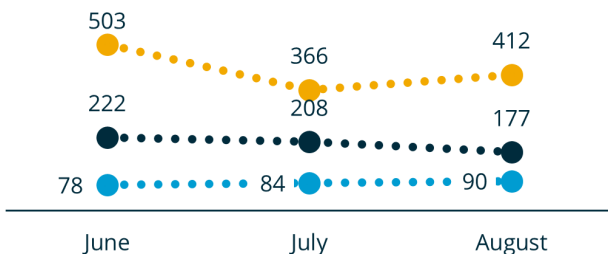
Number of reviews to date for 2025

3,054

PLANNING COUNTER INQUIRIES

This month the Planning Division received a total of **412** phone calls, **177** email inquiries, and **90** walk-in inquiries.

TRENDS



- Walk-ins
- Emails
- Phone Calls

PUBLIC ENGAGEMENT

Online Open Houses are hosted by the Planning Division as an opportunity for constituents to stay informed, review proposals, and provide feedback.

This month **53** Online Open Houses were hosted with a total of **2,347** visits.

ONLINE OPEN HOUSES BREAKDOWN



New this month

8



Active from past months

35



Closed this month

10

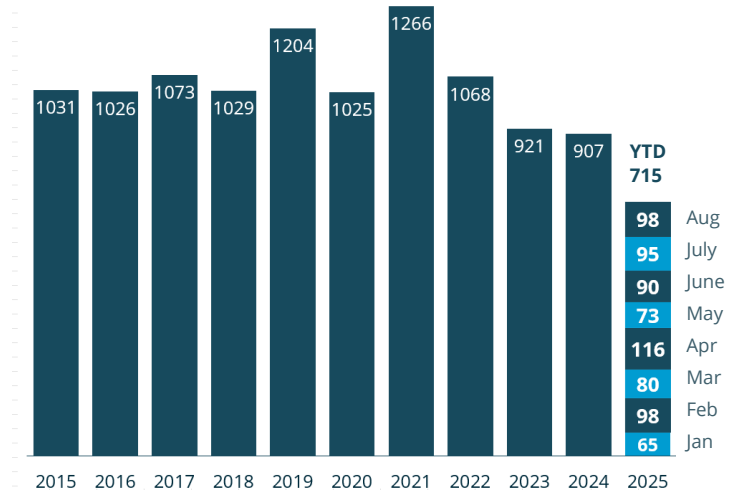


10-YEAR TREND ANALYSIS

August 2025 saw a **10% increase** in the number of applications compared to August 2024. From 2015 through 2025, the Division has received an **average of 90 applications** each August.

In **August 2021**, the Division received the highest number of applications for that month, with a total of **113**. In contrast, **August 2023** recorded the lowest number of applications for the month, with **80** applications.

This August, the total number of applications received was 8.89% higher than the monthly average for August.



FEATURED PROJECT

Text Amendment Petitions Regarding Fence Height Increases

PLNPCM2025-00138

On August 13, the Planning Commission forwarded a recommendation of approval with additional recommendations to the City Council for a text amendment to increase the front yard hedge height allowance from **4 feet to 6 feet**, and to increase back yard fence, hedge, and wall heights from **6 feet to 7 feet** in residential zoning districts.

A separate petition (PLNPCM2025-00138), initiated by the Planning Commission, proposes to **increase fence heights to 6 feet in front yards in all M-1 (Light Manufacturing) zoning districts city-wide**. The Planning Commission also forwarded a recommendation of approval, with additional recommendations, for this petition to the City Council.

NEW PROJECTS

New Construction—228 W 600 N Townhomes

PLNHLC2025-00555

Argyll Development, on behalf of the property owner, is requesting New Construction **approval to develop a portion of the property** located at approximately 228 W 600 N. The proposed infill development will consist of **4 new townhome units**.

The property contains an **existing 8-unit multifamily residential building** which will be preserved. The property is in the **Capitol Hill Local Historic District and the RMF-35 District** (Moderate Density Multi-Family Residential).

