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## **POLICY**

Planning and Development staff are directed to use approved proportionality procedures for the appropriate discipline in determining the minimum site improvements related to the adaptive reuse project's scope of work. Specific proportionality procedures are approved TRT documents with the following file names:

- [Proportionality Guidelines, Civil](#)
- [Proportionality Guidelines, Site Planning](#)
- [Proportionality Guidelines, Traffic](#)

**This policy applies to Tiers 1, 2, and 3 for structures permitted prior to 2000.**

Tier 1: 5,000 square foot maximum. This can include an addition to the existing building. The addition cannot exceed 50% of the square footage of the existing building and a combined total of 5,000 square feet.

Tier 2: Greater than 5,000 square feet to 25,000 square feet.

Tier 3: Greater than 25,000 square feet to 100,000 square feet and Large Scale Commercial Retail as defined in the Zoning Ordinance "big box" (Mercantile Occupancy).