

City of Woodcreek

Policy on Requests for Grandfathered Status

1. All applications to the City seeking land use or development permit approvals are presumed to be governed by all municipal regulations that are currently in effect.
2. An applicant seeking City approval of a land use or development permit may assert that the proposed project is grandfathered under previous regulations and, thus exempt from one or more of the City's current regulations.
3. An applicant asserting grandfathered status shall submit to the City Administrator a letter explaining the factual and legal bases upon which the applicant relies.
4. Such written request for grandfathered status shall include, at a minimum, the following:
 - (a) The name, mailing address, phone number and fax number of the applicant;
 - (b) The name, mailing address, phone number and fax number of the property owner (*if different from the applicant*);
 - (c) Identification of the property for which the applicant claims grandfathered status, including the legal description (lot/block/subdivision) and any street address;
 - (d) Name of the project (e.g., "Woodcreek Estates," or "Woodcreek Shopping Center");
 - (e) Description of the project (e.g., number of lots, number of structures, anticipated uses);
 - (f) The date upon which the applicant asserts the project became grandfathered;
 - (g) The history of the project, including a description of the work that has been done on the site, and all authorizations that have been issued for the project by the City and any other government agency or utility;
 - (h) Identification of all Woodcreek ordinances that the applicant contends do not apply to the project due to the project's grandfathered status;
 - (i) Copies of maps, drawings, or plans graphically illustrating the project; and
 - (j) Any other information the applicant anticipates will help the City make its determination.