



CITY OF CAMPBELL  
Community Development Department

## HOUSING DEVELOPMENT PROJECT Courtesy Review Process

### What housing development projects are eligible for a courtesy review?

Projects resulting in the creation of two or more housing units.

### What is the courtesy review process?

Navigating the City's [Multi-Family Development and Design Standards](#) and [Housing Development Project Permit Checklist](#) can be difficult. As a result, the City offers the option to participate in informal courtesy review process with staff prior to submitting a formal Housing Development Project application. The courtesy review process is free of charge and intended to help reduce frustration and delay by helping you better understand the permit process and requirements.

### How do I get started?

Housing Development Projects opting into the courtesy review process must complete the following steps:

- **Step 1:** Schedule an appointment with a planner by using the following link: [Schedule an Appointment](#)
- **Step 2:** Meet with a planner (via the appointment) to discuss your project goals and complete the [Courtesy Checklist](#) which will help guide your project as you work toward submitting a formal application.
- **Step 3:** After meeting with a planner, assemble a team of experts to design a compliant project. In preparing your formal application, please refer to the [Housing Development Checklist](#) and more comprehensive [MFDDS Compliance Questionnaire](#).

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**Note:** Please be advised that staff time is limited (active projects must take priority) and that the courtesy review process is not a substitute for a formal application. Information provided through this process is advisory only and not binding on the formal application review.