

Barclay Group Guide to Kiley Ranch Marketplace

Please follow the steps below for individual project entitlements. This guide is intended to assist you as you obtain your entitlements for Kiley Ranch Marketplace.

All submittals must meet the requirements of the standards outlined in the documents below:

- Kiley Ranch North Phase 3 Final Development Handbook – can be found on Tenant Resources Page
- Kiley Ranch Marketplace Master Development Plan Administrative Review Approval [to be provided upon approval]
- OEA [to be provided upon approval]

Step 1:

Submit items listed below to Barclay Group. Barclay Group will review and facilitate submittal and review to the Kiley Ranch Design Review Committee.

- a) Site Plan
- b) Landscape Plan
- c) Colored and Dimensioned Elevations
- d) Site Lighting Plan

Step 2:

Submit Administrative Review Application to the City of Sparks, all utility companies as necessary, and Barclay Group.

- a) All items listed in the Administrative Plan Review Application Packet [to be provided]
- b) Full civil improvement plans

Step 3:

Submit Building plans to the City of Sparks, all utility companies as necessary, and Barclay Group.

Sample Entitlement Schedule:

Submit initial plans to Barclay Group	1 day
1 st Barclay Group Review	5 days
Address Comments	10 days
Resubmit to Barclay Group	1 day
2 nd Barclay Group Review	5 days
Submit Administrative Review Application to City of Sparks	1 day
1 st Review	30 days
Address Comments	15 days
Resubmit to City of Sparks	1 day
2 nd Review	20 days
Address Comments	10 days
Final Review and Approval	15 days
Submit Building Plans to City of Sparks	1 day
1 st Review	10 days
Address Comments	15 days

Resubmit to City of Sparks	1 day
2 nd Review	10 days
Address Comments	10 days
Final Review and Approval	10 days
Total	171 days