



A Tradition of Stewardship
A Commitment to Service

PLANNING, BUILDING & ENVIRONMENTAL SERVICES

PLANNING APPLICATION SUBMITTAL

PLANNING COMMISSION PUBLIC REVIEW PROCESS

APPLICATION REVIEW

- Review conducted by assigned Project Planner, PBES Divisions, other County Departments, & outside agencies
- Project posted on Current Project Website
- Courtesy Notice Sent (1000' Radius & Others)
- Encourage Applicant Outreach to Neighbors
- 30 Day Completeness Determination
- Letter Sent to Applicant

INITIAL APPLICATION OR APPLICATION RE-SUBMITTAL

- Deemed Complete

APPLICATION RE-SUBMITTAL (IF DEEMED INCOMPLETE)

- Applicant Response to Comments within 180 Days or Application may be Abandoned if not received
- Re-Review Conducted
- 30 Day Completeness Determination

CEQA REVIEW & FINAL PROJECT ASSESSMENT

- Proposed CEQA Determination
- Commence Tribal Consultation – Minimum 30-Day review if Initial Study is required to be prepared
- Prepare & Complete CEQA Document
- Final Project Assessment (Commence Preparation of Staff Report)
- Public Hearing Notice Distributed & Mailed to Property Owners (1000' radius), Others & Interested Parties List, & Closest City
 - Categorical Exemption - 10 Days
 - Negative or Mitigated Negative Declaration - 20 or 30 Days (State Clearinghouse)
 - Environmental Impact Report - 45 Days (State Clearinghouse)
- CEQA Document and Staff report published on County Website

PROJECT DECISION

- Planning Commission (Public Hearing Held)
 - Agenda Distributed Friday prior to Hearing
 - Additional Public Correspondence distributed prior to Hearing
- Project Action & Final Approval/Denial Letter Sent
- Copy of Approval Letter sent to GIS, On-Base, Assessor's Office staff & posted on PMC

**Initiate Application for Building/Grading/Environmental Health
Permit Processing for the Approved Project**



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PLANNING, BUILDING & ENVIRONMENTAL SERVICES

PLANNING APPLICATION SUBMITTAL

ZONING ADMINISTRATOR PUBLIC REVIEW PROCESS

APPLICATION REVIEW

- Review conducted by assigned Project Planner, PBES Divisions, other County Departments, & outside agencies
- Project posted on Current Project Website
- Courtesy Notice Sent (1000' Radius & Others)
- Encourage Applicant Outreach to Neighbors
- 30 Day Completeness Determination
- Letter Sent to Applicant

INITIAL APPLICATION OR APPLICATION RE-SUBMITTAL

- Deemed Complete

APPLICATION RE-SUBMITTAL (IF DEEMED INCOMPLETE)

- Applicant Response to Comments within 180 Days or Application may be Abandoned if not received
- Re-Review Conducted
- 30 Day Completeness Determination

CEQA REVIEW & FINAL PROJECT ASSESSMENT

- Proposed CEQA Determination
- Prepare & Complete CEQA Document
- Final Project Assessment (Commence Preparation of Staff Report)
- Public Hearing Notice Distributed & Mailed to Property Owners (1000' Radius), Others & Interested Parties List, & Closest City
 - Categorical Exemption - 10 Days
 - Negative or Mitigated Negative Declaration - 20 or 30 Days (State Clearinghouse)
 - Environmental Impact Report - 45 Days (State Clearinghouse)
- CEQA Document and Staff report published on County Website

PROJECT DECISION

- Zoning Administrator (Public Hearing Held)
 - Staff Report Distributed Friday prior to Hearing
 - Additional Public Correspondence distributed prior to Hearing
- Project Action & Final Approval/Denial Letter Sent
- Copy of Approval Letter sent to GIS, On-Base, Assessor's Office staff & posted on PMC

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PLANNING, BUILDING & ENVIRONMENTAL SERVICES

PLANNING APPLICATION SUBMITTAL

REVIEW PROCESS FOR MINOR MODIFICATION PERMITS (WINERY & NON-WINERY) & VERY MINOR MODIFICATION (NON-WINERY)

APPLICATION REVIEW

- Review conducted by assigned Project Planner, PBES Divisions, other County Departments, & outside agencies
- Project posted on Current Project Website
- Courtesy Notice Sent (1000' Radius & Others)
- Encourage Applicant Outreach to Neighbors
- 30 Day Completeness Determination
- Letter Sent to Applicant

APPLICATION RE-SUBMITTAL (IF DEEMED COMPLETE)

- Project Deemed Complete
- Commence Tribal Consultation – Minimum 30-Day review if Initial Study is required to be prepared

APPLICATION RE-SUBMITTAL (IF DEEMED INCOMPLETE)

- Applicant Response to Comments within 180 Days or Application may be Abandoned if not received
- Re-Review Conducted
- 30 Day Completeness Determination

CEQA REVIEW & FINAL PROJECT ASSESSMENT

- Proposed CEQA Determination Prepared & Completed
- Final Project Assessment

PROJECT DECISION FOR MINOR MODIFICATION

- Notice of Intent - CEQA Document, Draft COAs, Project Application and Supporting Documents Posted on County Website
- Notice of Intent Distributed & Mailed to Property Owners (1000' Radius), Others & Interested Parties List, & Closest City
 - Addendum – 10 Days
 - Categorical Exemption - 10 Days
 - Negative or Mitigated Negative Declaration - 20 or 30 Days (State Clearinghouse)
- A Non-Winery Minor Modification Application May Include a Request for a Public Hearing with the Zoning Administrator (See ZA Process)
- Notice of Decision/Final Approval/Denial Letter Sent to Applicant & Distributed, Mailed & Posted on County Website
- Copy of Letter Sent to GIS, On-BASE, Assessor's Office staff, & posted on PMC.

PROJECT DECISION FOR VERY MINOR MODIFICATION

- Final Approval with Conditions of Approval/Denial Letter Sent to Applicant
- Copy of Letter Sent to GIS, On-BASE, Assessor's Office staff, & posted on PMC.

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PLANNING, BUILDING & ENVIRONMENTAL SERVICES

PLANNING APPLICATION SUBMITTAL

WINERY ADMINISTRATIVE PERMIT PROCESS

APPLICATION REVIEW

- Review conducted by assigned Project Planner, PBES Divisions, other County Departments, & outside agencies
- Check compliance with Section 18.126.065 (Items 1-5)
- Check for Special Notes on Plans to meet COAs
- 30 Day Completeness Determination
- Letter Sent to Applicant

INITIAL APPLICATION OR APPLICATION RE-SUBMITTAL

- Deemed Complete

APPLICATION RE-SUBMITTAL (IF DEEMED INCOMPLETE)

- Applicant Response to Comments within 180 Days or Application may be Abandoned if not received
- Re-Review Conducted
- 30 Day Completeness Determination

CEQA REVIEW & FINAL PROJECT ASSESSMENT

- Meets CEQA Ministerial Test 18.126.065 (Item 5)
- Final Project Assessment (Commence Preparation of Final Letter)
- No Conditions of Approval are Prepared for WADM Permits
- Ensure notes have been provided on Project Plans
- Include any requests for Building, Environmental Health, Grading Permits, etc. are in the body of letter)
- Note in letter which Subsection Applicant is requesting authorization

PROJECT DECISION

- Project Action & Final Approval/Denial Letter Sent to Applicant
- Copy of Letter Sent to GIS, On-BASE, Assessor's Office staff, & posted on PMC.

Initiate Application for Building/Grading/Environmental Health Permit Processing for the Approved Project