



A Tradition of Stewardship
A Commitment to Service

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 Wednesday 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**