

ARTICLE IV – ADMINISTRATION

CHAPTER 19.31 ADMINISTRATION

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19.31.010 PURPOSE

The purpose of this Article is to outline procedures together with various land use permit options, in addition to providing for amendments to the General Plan and this Development Code.

Table 31.01 (Threshold of Review) identifies the full range of land use permit options and applicable final review authority.

**TABLE 31.01
THRESHOLD OF REVIEW**

Permit Type	Director	DRC	Commission	Council
Conditional Use Permit (CUP)			X	
Minor Use Permit		X		
Design Review			X	
Development Agreement			X	
Development Code Amendment			(X)*	X
Administrative Permit	X			
Development Permit		X	or X	
Final Map				X
General Plan Amendment			(X)*	X
Interpretations (General Plan)			X	
Lot Line or Boundary Adjustment	X			
Lot Merger	X			
Minor Modification	X			
Reversion to Acreage			X	
Specific Plan			(X)*	X
Surface Mining and Land Reclamation (CUP)			(X)*	X
Temporary Use Permit	X			
Tentative Parcel Map		X	or X	
Tentative Tract Map			X	
Variance			X	

* Commission recommends to Council for final action.

19.31.020 MULTIPLE PERMIT APPLICATIONS

An applicant for a development project which would require the filing of more than one land use permit application may file all related permits concurrently and pay appropriate fees, as outlined in Chapter 19.32 (Applications and Fees). Processing and environmental review could be concurrent and the final decision on the project shall be made by the highest level of review authority, pursuant to Table 31.01 (Threshold of Review). For example, a project requiring a Variance and Development Permit applications shall be determined by the Commission, while a project requiring a Development Permit, Tentative Tract Map, and General Plan Amendment shall be determined by the Council.

19.31.030 PRE-APPLICATION CONFERENCE

A prospective applicant or agent may request a pre-application conference with the Department prior to formal submittal of a land use permit application. This conference should take place prior to any substantial investment (i.e., land acquisition, site, engineering and construction plans) in the preparation of the proposed development application. During the conference, the Department representative(s) shall inform the applicant of applicable policies, plans, and requirements as they apply to the proposed development project, review the appropriate procedures outlined in this Development Code, and examine possible alternatives or modifications relating to the proposed project.