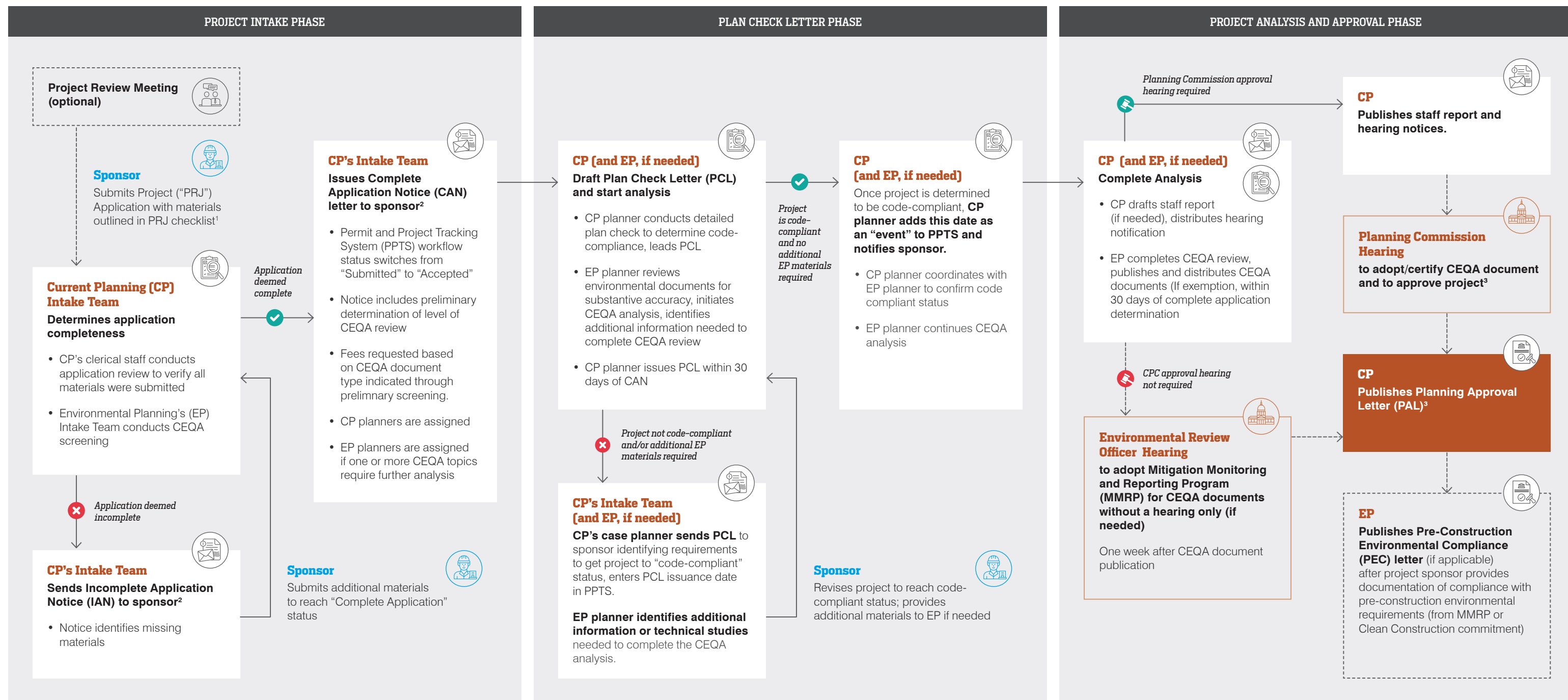




Planning Department Workflow for Typical Projects

That Require Intake, Neighborhood Notice, Entitlements and/or California Environmental Quality Act (CEQA) Review



Key

- Project review meeting
- Project sponsor deliverable
- Planning document issued
- Hearing
- Planning analysis
- Project approval

Relevant Permit Streamlining Act (PSA) Timelines

- [Comprehensive checklist of all submittal materials](#) required is available to sponsor (Cal. Gov. Code § 65940).
 - Determination whether application is complete or not must occur within 30 days of application submittal (Cal. Gov. Code § 65943).
 - If a project is determined to be exempt from CEQA, it must be approved (at a hearing or through a Project Approval Letter) deliverable within 30 days (Cal. Gov. Code § 65950); other CEQA document timelines as indicated in § 65950.
- For projects with more than 150 dwelling units, PSA allows up to 60 days for some PSA timelines; however, Planning Department applies a 30 day timeline to all projects.

PRJ Application Types

- Residential Project:** small-scale residential projects (6 Dwelling Units or less), decks, remodels, additional, facade alterations, etc.
- Commercial Project:** small-scale commercial-only projects
- Mixed-Use Project:** all other projects (more than 6 Dwelling Units, buildings over 10,000 sf, etc.)