



COUNTY OF SANTA CRUZ

PLANNING DEPARTMENT

701 OCEAN STREET, 4TH FLOOR, SANTA CRUZ, CA 95060
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 KATHLEEN MOLLOY PREVISICH, PLANNING DIRECTOR

Discretionary Permit Levels of Review Summary

Discretionary Permit Levels**	Site visit(s) done in conjunction with project review	Notification sent to closest 10 property owners (minimum), all property owners within 300 feet, and residents within 100 feet *, *** for <u>most</u> applications.	Public Hearing	Approving Body**
LEVEL 1 PERMIT (e.g. some minor change of use permits)	As needed	No	No	Planning Director or Designee
LEVEL 2 PERMIT (e.g. significant tree removal permits)	Yes	No	No	Planning Director or Designee
LEVEL 3 PERMIT (e.g. minor variation permits)	Yes	No	No	Planning Director or Designee
LEVEL 4 PERMIT (A.K.A. ADMINISTRATIVE USE PERMIT) (e.g. new vacation rental permits, small commercial development permits, minor exception permits, time extensions)	Yes	Yes, notice of pending action sent out	May be scheduled for public hearing if substantial issues raised	Planning Director or Designee
LEVEL 5 PERMIT (A.K.A. CONDITIONAL USE PERMIT) (e.g. most coastal permits, variances, home occupation permits, medium to large size commercial development permits)	Yes	Yes	Yes	Zoning Administrator
LEVEL 6 PERMIT (e.g. land divisions up to 19 lots, condo/townhouse projects up to 19 units, very large commercial development permits)	Yes	Yes	Yes	Planning Commission
LEVEL 7 PERMIT (e.g. General Plan amendments, land divisions with over 20 lots, rezonings)	Yes, except rezonings to Timber Production.	Yes	Yes	Planning Commission and Board of Supervisors

Information on the appeal process is available on the Planning Department's [website](#) and in County Code Sections 18.10.310 et seq, 14.01.311 to 314, and 13.20.122

* Notification requirements for wireless communication sites and quarries can be found in County Code sections 13.10.661(h) and 16.54.024, respectively.

** Per County Code section 18.10.124(b), permit approvals may be referred to the next highest level of review if the approving body determines that the project merits more extensive review.

*** Notification requirements for Level IV and Level V projects reviewed by the Agricultural Policy Advisory Commission can be found in County Code sections 16.50.090 (g.2) and (h.1).