The following diagram illustrates the three main types of Planning Applications that are processed by the Planning Division.

**Planning Application Types**

The California Environmental Quality Act (CEQA) outlines categories of projects which are exempt from further environmental review. Projects which are not categorically exempt require an Initial Study which leads to either a Negative Declaration (Neg Dec) or an Environmental Impact Report (EIR). For process and timing information on projects with EIRs, please consult with Planning Staff.

1. The Project Review Committee consists of representatives from Community Development (Planning & Building), Public Safety (Fire & Crime Prevention) and Public Works (Engineering, Transportation and Traffic, Solid Waste Recycling, Water Pollution Control & Tree and Landscaping).

2. All periods are Calendar (rather than Working) days.

3. Process goals represent the time between when an application is Complete and a decision is first made on the application.

4. MPP may be appealed to Planning Commission only. Zoning Administrator decisions may be appealed to Planning Commission only. Planning Commission decision may be appealed to City Council only.

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One-Stop Permit Center - City Hall - 456 W. Olive Avenue - (408) 730-7444
Planners and Building Division staff are available 8:00 a.m. to 5:00 p.m.

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