



DETERMINATION OF PERMITTED USE

Determination of Permitted Use is a request for a use that is not specifically permitted in the zone district in which the use is proposed. The determination to approve a use not specifically listed in the zoning district is made by the entity (staff or Planning Commission) that is granted authority by the Land Use and Development Code to approve a use of similar size and characteristics. In order for a use to be permitted, the following findings must be made:

- That the addition of the use to the list of permitted uses will be in accord with the purposes the district in which the use is proposed.
 - That the use has the same basic characteristics as the permitted uses in that district.
 - That the conditioned use reasonably be expected to conform with the required conditions for the district.
 - That the use will not be detrimental to the public health, safety, or welfare.
 - That the use will not adversely affect the character of the district in which it is proposed.
 - That the use will not create more vehicular traffic than the volume normally created by any of the uses in the district.
 - That the use will not create more odor, dust, dirt, smoke, noise, vibration, illumination, glare, unsightliness, or any other objectionable influence than the amount normally created by any of the uses in the district.
 - That the use will not create any greater hazard of fire or explosion than hazards created by any of the allowed uses in the district.
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APPLICATION FEES

(Fees are valid from July 1 through June 30. New application fees are updated July 1 of every year.)

Filing Fee

- \$1,318** Determination of Permitted Use Application

Environmental Assessment

- \$469** Notice of Exemption
 \$3,110 Negative Declaration
 \$6,223 Mitigated Negative Declaration

Intake/Records Maintenance Fee

- \$70** Minor

\$143

Major
SUBMITTAL REQUIREMENTS

Note: The completed master planning application and application fees shall be submitted at the time the application is filed. Project submittals that do not include the application, fees or submittal checklist items will not be accepted. All full size plans (24"x36") listed below shall be folded no larger than 9" x 12".

Initial Study

The Initial Study form shall be completed and submitted with the application. Specific applications requiring additional environmental review may require a Notice of Exemption, Negative Declaration, or Mitigated Negative Declaration. A separate \$50.00 check, made payable to Solano County, shall be included for the County Clerk processing fee. Additional environmental fees not listed here may be required by the California Department of Fish and Wildlife.

Detailed Project Description

A detailed written description shall be submitted with the application. At a minimum, the description shall include the following information: building square footage, lot size, number of employees, hours of operation, products made or sold, services performed, special equipment used, and parking requirements.

Floor/Site Plans

Two (2) full size copies of an accurately drawn plan (minimum scale 1" = 10') are required. An alternate scale may be approved depending on plan legibility and area of the site. Plans shall delineate the following:

1. Office Areas
2. Warehousing Areas
3. Manufacturing Areas
4. Showroom/retail areas
5. Special equipment used

Other Information

Any additional information that would help in making a determination on this matter should be submitted. The Community Development Director may require additional information depending on the nature of the proposal.

Mailing Notice Requirements

A mailing list and adhesive labels of property owners and site occupants within **300 ft.** or **600 ft.** of the project site shall be submitted with the application. The list shall include the names, addresses and Assessor's Parcel Number of property owners and existing residents/tenant. Verification of accuracy of the list shall be the responsibility of the applicant. The list shall be certified by a title insurance company as being from the most recent County tax roll. The submittal shall include base maps at the same scale used by the Assessor's Office and a copy of the Assessment Roll. On the base map, the subject property shall be outlined in red and noted as the subject parcel(s). An additional red line shall be drawn at a radius specified above.

Electronic Copies

Digital (PDF/Word) copies of all submittal items shall be included with the application.