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## USE PERMITS

### GENERAL INFORMATION AND OVERVIEW OF THE PROCESS

#### What is a Use Permit?

Within each zoning district there are Principal Permitted Uses and land uses permitted only by approval of a Use Permit. Principal permitted uses do not need a Use Permit. Those uses which are permitted by a Use Permit process are those which are conditionally allowed in the applicable zoning district. These conditional uses may be incompatible with the neighborhood if not properly controlled. A Use Permit may be approved after public notice, public hearing, and may be subject to conditions which may limit or control the use.

There are two kinds of Use Permits in Colusa County. A Minor Use Permit for items of a non-controversial issue and a Major Use Permit for items of a possible controversial issue in the opinion of the Director of Planning and Building per the Zoning Code. Generally, Minor Use Permits are exempt from the California Environmental Quality Act (CEQA) and Major Use Permits are subject to CEQA analysis.

#### Who Approves Use Permits?

Minor Use Permits are approved or denied by the Zoning Administrator. Zoning Administrator meetings are publicly noticed and are open to the public to voice their concerns or support. The Zoning Administrator may add, delete, or modify conditions recommended by staff in the Staff Report.

An applicant, or any party with interest, may appeal any decision of the Zoning Administrator to the Board of Supervisors if appropriate notice is given to the Clerk of the Board within ten days of the Zoning Administrator's decision. The County shall charge a fee for costs involved in the appeal. The decision of the Board of Supervisors is final.

Major Use Permits are approved or denied by the Planning Commission. Planning Commission meetings are publicly noticed and are open to the public to voice their concerns or support. The Planning Commission listens to the proposal of the applicant and the concerns and/or support of the public, discusses the issues, and votes on the proposal. The Planning Commission may add, delete, or modify conditions recommended by staff in the Staff Report.

An applicant, or any party with interest, may appeal any decision of the Planning Commission to the Board of Supervisors if appropriate notice is given to the Clerk of the Board within ten days of the Planning Commission's decision. The County shall charge a fee for costs involved in the appeal. The decision of the Board of Supervisors is final.

In granting a Use Permit both the Zoning Administrator and Planning Commission must be able to find that the use will not impair the integrity and character of the zone in which the land lies; will not be

unreasonably incompatible with, or injurious to surrounding property; will not be detrimental to the health, safety, and general welfare of the persons residing or working in the area; and will not be detrimental to the general health, welfare, and safety of the County.

### **How do I apply for a Use Permit?**

An applicant may apply by submitting the appropriate application and fees. Application and fee information may be obtained from the Department of Planning and Building.

Before filing your application, a preliminary review of the project is recommended. The review of the proposal by the Planning staff points out many of the potential problems that may affect or delay your application.

### **Application Fees and Other Potential Costs**

See the Department of Planning and Building fee schedule for the current Use Permit application fees. If additional studies are required these will be done at cost to the applicant. Immediately upon approval of a Use Permit subject to CEQA analysis, the Department of Fish and Game will require a fee to be submitted at time of the filing of the environmental document as well as a filing fee for the County Clerk and Recorder.

If you have any additional question regarding the process, please call Planning staff at 530-458-0480.