

Legislative Actions

Workflows	Name	1st RECOMMENDATION						2nd RECOMMENDATION						INITIAL DECISION						APPEAL						2nd APPEAL				
		Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Initial DM	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period	Appellate body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period	2nd appellate body	Time to act (days)	Mayoral action (days)
	11.5.6 General Plan Amendment	CPC ³	Y ¹	10	—	—	90 ²	Mayor	N	—	—	—	30	CC	Y	Brown Act Requirements			75	—	—	—	—	—	—	—	—	—	—	—
New	13B.1.1 General Plan Adoption / Amendment	CPC ³	Y ¹	24	24	10	90 ²	Mayor	N	—	—	—	30	CC	Y	Brown Act Requirements			75	—	—	—	—	—	—	—	—	—	—	
	11.5.7 G, 12.32 A-E Specific Plan Amendment	DIR	Y ⁴	24	24	10 ⁷	—	CPC	Y ⁴	24	24	10 ⁷	75 ^{6,8}	CC	Y	Brown Act Requirements			90	—	—	—	—	—	—	—	—	—	—	
New	13B.1.2 Specific Plan Adoption / Amendment	DIR	Y ⁴	24	24	10 ⁷	—	CPC	Y ⁴	24	24	10 ⁷	75 ^{6,8}	CC	Y	Brown Act Requirements			90	—	—	—	—	—	—	—	—	—	—	
	12.32 A-E Zoning Code Amendment	DIR	Y ⁴	—	—	—	—	CPC	N	—	—	—	75 ^{6,8}	CC	Y	Brown Act Requirements			90	—	—	—	—	—	—	—	—	—	—	
New	13B.1.3 Zoning Code Amendment	DIR	Y ⁴	24	—	—	—	CPC	N	—	—	—	75 ^{6,8}	CC	Y	Brown Act Requirements			90	—	—	—	—	—	—	—	—	—	—	
	12.32 A-D,F Zone Change (Vesting) ⁵	DIR	Y ⁴	24	24	10 ⁷	—	APC/ ⁹ CPC	Y ⁴	24	24	10 ⁷	75 ^{6,8}	CC	Y	Brown Act Requirements			90	—	—	—	—	—	—	—	—	—	—	
	12.32 A-D,F Height District Change ⁵	DIR	Y ⁴	24	24	10 ⁷	—	APC/ ⁹ CPC	Y ⁴	24	24	10 ⁷	75 ^{6,8}	CC	Y	Brown Act Requirements			90	—	—	—	—	—	—	—	—	—	—	
	12.32 C-D, R. Building Line Incident to Zone Change ⁵	DIR	Y ⁴	24	24	10 ⁷	—	APC/ ⁹ CPC	Y ⁴	24	24	10 ⁷	75 ^{6,8}	CC	Y	Brown Act Requirements			90	—	—	—	—	—	—	—	—	—	—	
	12.32 C-D, S.3 Supplemental Use Districts Establishment/ Amendment ⁵	DIR	Y ⁴	24	24	10 ⁷	—	CPC	Y ⁴	24	24	10 ⁷	75 ^{6,8}	CC	Y	Brown Act Requirements			75	—	—	—	—	—	—	—	—	—	—	
New	13B.1.4 Zone Change⁵	DIR	Y ⁴	24	24	10 ⁷	—	APC/ ⁹ CPC	Y ⁴	24	24	10 ⁷	75 ^{6,8}	CC	Y	Brown Act Requirements			90	—	—	—	—	—	—	—	—	—	—	
	13.08 D. Community Design Overlay Guidelines Adoption/Amendment	DIR	Y ⁴	24	24	10	—	—	—	—	—	—	—	CPC	Y	24	24	10	75	—	—	—	—	—	—	—	—	—	—	
	13.17 H. River Improvement Overlay Guidelines Adoption/Amendment	DIR	Y	24	24	10	—	—	—	—	—	—	—	CPC	Y	24	24	10	75	—	—	—	—	—	—	—	—	—	—	
	17.05 A-B Street Design Standards Adoption/Amendment	SSC	—	—	—	—	—	—	—	—	—	—	—	CPC	Y	Brown Act Requirements			—	—	—	—	—	—	—	—	—	—	—	
New	13B.1.5 Guidelines or Standards Adoption / Amendment	Varies as needed	—	—	—	—	—	—	—	—	—	—	—	CPC	Y	24	—	—	—	—	—	—	—	—	—	—	—	—	—	
	15.00 Referrals - Land for Public Use	DCP	—	—	—	—	—	CPC	—	—	—	—	30	CC	Y	Brown Act Requirements			—	—	—	—	—	—	—	—	—	—	—	
New	13B.1.6 Land for Public Use	DCP	—	—	—	—	—	CPC	—	—	—	—	30	CC	Y	Brown Act Requirements			—	—	—	—	—	—	—	—	—	—	—	

Footnotes :

- 1 - The City Planning Commission may hold the hearing itself or may direct the Director to hold the hearing.
- 2 - If the CPC recommends approval or disapproval initiated by the Director or the Council, the CPC shall transmit those actions to the Mayor for report to the Council. If CPC recommends disapproval initiated by itself, the CPC shall report its decision to the Council and Mayor.
- 3 - CPC receives recommendation from Director prior to making recommendation to Mayor.
- 4 - Hearing officer may be directed to hold the public hearing. If so directed, hearing and notification requirements are fulfilled by the public hearing conducted by the hearing officer.
- 5 - Process depicted demonstrates Application procedure
- 6 - If the matter was initiated by either the CPC or the Director, and the CPC recommends denial the decision is final. If the Planning Commission recommends disapproval of an application the applicant may appeal that decision to the City Council.
- 7 - If a hearing officer is designated to conduct the public hearing then the applicant, in addition to posting notice of the public hearing, shall also post notice of the initial Commission meeting
- 8 - If the Ordinance was proposed by initiation then the Commission shall act within 75 days. If the Planning Commission does not act by that deadline the Council may then request the Planning Commission to forward the matter for the Council's action. If the Council does not do so, the time for the Planning Commission to act shall automatically be extended for an additional 75 days.
- 9 - APC shall hear and make recommendations, if the proposed zone or height district change results in < 50,000 gross SqFt floor area; < 50 dwelling units, ...etc.; or involving fewer than 65,000 square feet of lot area.

Quasi-Judicial Review

Workflows	Name	1st RECOMMENDATION						2nd RECOMMENDATION						INITIAL DECISION						APPEAL						2nd APPEAL				
		Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Initial DM	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/appeal period	Appellate body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/appeal period	2nd appellate body	Time to act (days)	Mayoral action (days)
	12.24 B-Q, X.	—	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ^{4,11}	24	24	10 ¹⁰	75 ¹²	15	APC	Y	24	24	10	75	—	—	—	—
	12.50 G.	—	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ⁴	24	24	10 ¹⁰	75 ¹²	15	APC	Y	24	24	10	75	—	—	—	—
	12.50 D.	—	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ⁴	24	24	10 ¹⁰	75 ¹²	15	APC	Y	24	24	10	75	—	—	—	—
New	13B.2.1	—	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ^{4,11}	—	24	10 ¹⁰	75 ¹²	15	APC	Y	—	24	10	75	—	—	—	—
	12.24 L & M	—	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ²⁰	—	24	10	—	15	APC	Y	—	24	10	75	—	—	—	—
New	13B.2.1.H	—	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ²⁰	—	24	10	—	15	APC	Y	—	24	10	75	—	—	—	—
	12.24 B-Q	—	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ⁴	24	24	10 ¹⁰	75 ¹²	15	APC	Y	24	24	10	75	—	—	—	—
	13.01-A-K, 12.24-B-I	—	—	—	—	—	—	—	—	—	—	—	—	ZA	N	—	—	—	60	15	APC	Y	24	24	10	75	—	—	—	—
	14.00 B, 14.3.1	—	—	—	—	—	—	—	—	—	—	—	—	ZA	Y	24	24	10	75 ¹²	15	APC	Y	24	24	10	75	—	—	—	—
	13.02 E., 12.24-B-I	—	—	—	—	—	—	—	—	—	—	—	—	ZA	N	—	—	—	—	15	APC	Y	24	24	10	75	—	—	—	—
	12.22 A.20, 12.24	—	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ⁴	24	24	10 ¹⁰	60	15	APC	Y	24	24	10	30	15	CC	30	10
	14.00 B	—	—	—	—	—	—	—	—	—	—	—	—	DIR	Y	24	24	10	75 ¹²	15	CPC	Y	24	24	10	75	—	—	—	—
New	13B.2.2	—	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ⁴	24	24	10 ¹⁰	75 ¹²	15	APC	Y	24	24	10	75	—	—	—	—
	12.24 L & M	—	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ²⁰	24	24	10	—	15	APC	Y	24	24	10	75	—	—	—	—
New	13B.2.2.H	—	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ²⁰	24	24	10	—	15	APC	Y	24	24	10	75	—	—	—	—

Footnotes :

4 - Hearing officer may be directed to hold the public hearing. If so directed, hearing and notification requirements are fulfilled by the public hearing conducted by the hearing officer.

10 - If a hearing officer is designated to conduct the public hearing, then the applicant, in addition to posting notice of the public hearing, shall also post notice of the initial meeting of the decision-making body on the matter.

11 - The public hearing may be waived pursuant to specific criteria of Sec. 12.24 X.

12 - If the initial decision-maker fails to act, the applicant may file a request for a transfer of jurisdiction to the designated appellate body for decision.

20 - The public hearing may be waived if written findings are made that the requested entitlement will not have a significant effect on adjoining properties or on the immediate neighborhood; or is not likely to evoke public controversy.

Quasi-Judicial Review Cont'd

Workflows	Name	1st RECOMMENDATION						2nd RECOMMENDATION						INITIAL DECISION						APPEAL						2nd APPEAL				
		Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Initial DM	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/appeal period	Appellate body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/appeal period	2nd appellate body	Time to act (days)	Mayoral action (days)
	12.24 B-Q,V	—	—	—	—	—	—	—	—	—	—	—	—	APC	Y ⁴	24	24	10 ¹⁰	75 ¹²	15	CC	Y	24	24	10	75	—	—	—	10
	12.24 B-Q, U	—	—	—	—	—	—	—	—	—	—	—	—	CPC	Y ⁴	24	24	10 ¹⁰	75 ¹²	15	CC	Y	24	24	10	75	—	—	—	10
	12.22 A.25(g), 12.24 D	—	—	—	—	—	—	—	—	—	—	—	—	CPC	Y ⁴	24	24	10 ¹⁰	75	—	—	—	—	—	—	—	—	—	—	—
	12.24.1, 12.24 B-Q	—	—	—	—	—	—	—	—	—	—	—	—	CPC	Y ⁴	24	24	10 ¹⁰	75 ¹²	15	CC	Y	24	24	10	75	—	—	—	10
	13.03 F-O, 12.24	—	—	—	—	—	—	—	—	—	—	—	—	CPC	Y ⁴	24	24	10 ¹⁰	75 ¹²	15	CC	Y	24	24	10	75	—	—	—	10
New	13B.2.3	—	—	—	—	—	—	—	—	—	—	—	—	CPC	Y ⁴	24	24	10 ¹⁰	75 ¹²	15	CC	Y	24	24	10	75	—	—	—	10
	12.24 L & M	—	—	—	—	—	—	—	—	—	—	—	—	APC/ ¹⁴ CPC	Y ²⁰	24	24	10	—	15	CC	Y	24	24	10	75	—	—	—	—
New	13B.2.3.H	—	—	—	—	—	—	—	—	—	—	—	—	CPC ¹⁴	Y ²⁰	24	24	10	—	15	CC	Y	24	24	10	75	—	—	—	10
	16.05	—	—	—	—	—	—	—	—	—	—	—	—	DIR	Y ¹⁵	15	15	—	60 ¹²	15	APC	Y	15	15	—	75	—	—	—	—
	12.04.09 B.9, 16.05 E-H	—	—	—	—	—	—	—	—	—	—	—	—	DIR	Y ¹⁵	15	15	—	60 ¹²	15	APC	Y	15	15	—	75	—	—	—	—
New	13B.2.4	—	—	—	—	—	—	—	—	—	—	—	—	DIR	Y ¹⁵	—	24	10	75 ¹²	15	APC	Y	—	24	10	75 ²³	—	—	—	—
	13.07 F, 12.24 I.	—	—	—	—	—	—	—	—	—	—	—	—	DIR	N	—	—	—	25 ¹²	15	APC	Y	24	24	10	75	—	—	—	—
	12.21 G.3, 12.24 I.	—	—	—	—	—	—	—	—	—	—	—	—	DIR	N	—	—	—	25	15	APC	Y	24	24	10	75	—	—	—	—
	13.08 E, 16.05 H.	—	—	—	—	—	—	—	—	—	—	—	—	DIR	N	—	—	—	20 ¹²	15	APC	Y	15	15	—	75	—	—	—	—
	12.22 A.25(g)(2)	—	—	—	—	—	—	—	—	—	—	—	—	DIR	N	—	—	—	—	15	CPC	Y	—	10	—	60	—	—	—	—
New	13B.2.5	—	—	—	—	—	—	—	—	—	—	—	—	DIR	N	—	—	—	75	15	APC ²²	Y	—	24	10	75	—	—	—	—

Footnotes :

- 4 - Hearing officer may be directed to hold the public hearing. If so directed, hearing and notification requirements are fulfilled by the public hearing conducted by the hearing officer.
- 10 - If a hearing officer is designated to conduct the public hearing, then the applicant, in addition to posting notice of the public hearing, shall also post notice of the initial meeting of the decision-making body on the matter.
- 12 - If the initial decision-maker fails to act, the applicant may file a request for a transfer of jurisdiction to the designated appellate body for decision
- 14 - Authority to approve or disapprove may be delegated to Director.
- 15 - The Director shall set the matter for public hearing if the matter may have a significant effect on neighboring properties.
- 22 - CPC is the appellate decision maker for projects seeking approval pursuant to Sec. 12.22 A.25.
- 23 - The APC shall render its decision in writing within 15 days after the hearing is completed.

Ministerial Action

Workflows	Name	1st RECOMMENDATION						2nd RECOMMENDATION						INITIAL DECISION						APPEAL						2nd APPEAL		Mayoral action (days)		
		Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Initial DM	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period	Appellate body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period		2nd appellate body	Time to act (days)
12.32 S.4 (c)	Administrative Clearance (SUDs)	—	—	—	—	—	—	—	—	—	—	—	—	DIR ¹⁶	N	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
12.22.A.30(d)	Downtown Design Guide Administrative Clearance	—	—	—	—	—	—	—	—	—	—	—	—	DIR ¹⁶	N	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
New	13B.3.1	Administrative Review	—	—	—	—	—	—	—	—	—	—	—	DIR ¹⁶	N	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—

Non-Compliance

Workflows	Name	1st RECOMMENDATION						2nd RECOMMENDATION						INITIAL DECISION						APPEAL						2nd APPEAL		Mayoral action (days)		
		Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Initial DM	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period	Appellate body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period		2nd appellate body	Time to act (days)
12.24 Z	Revocation of Quasi-Judicial Approvals (non 12.27.1 revocations)	—	—	—	—	—	—	—	—	—	—	—	—	DIR ²⁴	Y	none stated			—	15	CC	Y	Brown Act Requirements			75	—	—	—	10
New	13B.6.1	Evaluation of Non-Compliance	—	—	—	—	—	—	—	—	—	—	—	ZA ²⁴	Y	—	24	—	—	15	APC ²⁴	Y	—	24	10	75	—	—	—	—
12.24 AA	Director's Additional Revocation Authority	—	—	—	—	—	—	—	—	—	—	—	—	DIR	Y	—	24 ²⁵	—	—	15	CC	Y	—	24	—	75	—	—	—	10
12.27.1	Administrative Nuisance Abatement	—	—	—	—	—	—	—	—	—	—	—	—	DIR	Y	—	24 ²⁵	—	—	15	CC	Y	—	24	—	75	—	—	—	10
New	13B.6.2	Nuisance Abatement/ Revocation	—	—	—	—	—	—	—	—	—	—	—	ZA	Y	—	24	10	—	15	CC	Y	—	24	10	75	—	—	—	10

Footnotes :

- 16 - Director's action consists of a ministerial review for compliance with objective standards; no discretionary decision is made.
- 24 - Or original decider
- 25 - Only 15 calendar days shall be required for any hearing conducted on the same site for which a previous final decision pursuant to this section has been made by the City.

Specific Plan Implementation

Workflows	Name	1st RECOMMENDATION						2nd RECOMMENDATION						INITIAL DECISION						APPEAL						2nd APPEAL		Mayoral action (days)		
		Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Initial DM	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period	Appellate body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period		2nd appellate body	Time to act (days)
	11.5.7 C	SP Project Permit Compliance	—	—	—	—	—	—	—	—	—	—	—	DIR	N ³⁷	—	—	—	75 ¹²	15	APC	Y	—	15	—	75	—	—	—	—
New	13B.4.2	Project Compliance	—	—	—	—	—	—	—	—	—	—	—	DIR	N ³⁷	—	—	—	75 ¹²	15	APC	Y	—	24	—	75	—	—	—	—
	16.50	SP Project Permit Compliance with DRB	DRB ^{17,18}	Y	—	10	5	21 ¹⁹	—	—	—	—	—	DIR	N ³⁷	—	—	—	10	15	APC	Y	—	10	5	30	—	—	—	—
New	13B.4.3	Project Compliance (with Design Review Board)	DRB ^{17,18}	Y	—	10	10	21 ¹⁹	—	—	—	—	—	DIR	N ³⁷	—	—	—	10	15	APC	Y	—	10	10	75	—	—	—	—
	11.5.7 C,E	SP Project Permit Adjustment	—	—	—	—	—	—	—	—	—	—	—	DIR	N ³⁷	—	—	—	75 ¹²	15	APC	Y	—	15	—	75	—	—	—	—
	12.22 A.30(e), 11.5.7 C.4-6	Adjustment from Downtown Design Guideline	—	—	—	—	—	—	—	—	—	—	—	DIR	N ³⁷	—	—	—	75 ¹²	15	APC	Y	—	15	—	75	—	—	—	—
	13.14 G.3, 11.5.7 C.4-6	CPIO Adjustment	—	—	—	—	—	—	—	—	—	—	—	DIR	N ³⁷	—	—	—	75 ¹²	15	APC	Y	—	15	—	75	—	—	—	—
	13.17 G.3, 11.5.7 C.4-6	RIO Adjustment	—	—	—	—	—	—	—	—	—	—	—	DIR	N ³⁷	—	—	—	75 ¹²	15	APC	Y	—	15	—	75	—	—	—	—
New	13B.4.4	Project Adjustment	—	—	—	—	—	—	—	—	—	—	—	DIR	N ³⁷	—	—	—	75 ¹²	15	APC	Y	—	24	—	75	—	—	—	—
	11.5.7 F	Specific Plan Exception	DIR	Y ⁴	24	24	10 ⁷	—	—	—	—	—	—	APC	Y ⁴	24	24	10 ⁷	75 ¹²	15	CC	Y	24	24	10	90	—	—	—	—
	13.14 G.4, 11.5.7 F	CPIO Exception	DIR	Y ⁴	24	24	10 ⁷	—	—	—	—	—	—	APC	Y ⁴	24	24	10 ⁷	75 ¹²	15	CC	Y	24	24	10	90	—	—	—	—
	13.17 G.4, 11.5.7 F	Rio Exception	DIR	Y ⁴	24	24	10 ⁷	—	—	—	—	—	—	APC	Y ⁴	24	24	10 ⁷	75 ¹²	15	CC	Y	24	24	10	90	—	—	—	—
	13.18 H.4, 11.5.7 F	CUGU Exception	DIR	Y ⁴	24	24	10 ⁷	—	—	—	—	—	—	APC	Y ⁴	24	24	10 ⁷	75 ¹²	15	CC	Y	24	24	10	90	—	—	—	—
New	13B.4.5	Project Exception (covers all SUD)	DIR	Y ⁴	24	24	10 ⁷	—	—	—	—	—	—	APC	Y ⁴	24	24	10 ⁷	75 ¹²	15	CC	Y	24	24	10	90	—	—	—	—
	11.5.7 H	Specific Plan Interpretation	—	—	—	—	—	—	—	—	—	—	—	DIR	N ³⁷	—	—	—	75	15	APC/CPC	Y	—	15	—	75	—	—	—	—
New	13B.4.6	Specific Plan Interpretation	—	—	—	—	—	—	—	—	—	—	—	DIR	N ³⁷	—	—	—	75	15	APC/CPC	Y	—	24	—	75	—	—	—	—

Footnotes :

- 4 - Hearing officer may be directed to hold the public hearing. If so directed, hearing and notification requirements are fulfilled by the public hearing conducted by the hearing officer.
- 7 - If a hearing officer is designated to conduct the public hearing then the applicant, in addition to posting notice of the public hearing, shall also post notice of the initial Commission meeting
- 12 - If the initial decision-maker fails to act, the applicant may file a request for a transfer of jurisdiction to the designated appellate body for decision.
- 17 - If no design review board has been appointed, the Planning Department shall review the application and make its recommendation to the Director.
- 18 - The design review process may be conducted in two steps consisting of an optional preliminary review and a mandatory final review.
- 19 - If the design review board fails to act, the application shall be immediately referred without recommendation to the Director for determination.
- 37 - Director may hold optional public information meeting pursuant to 11.5.7 I. or Sec. 13B.4.1.D.

Quasi-Judicial Relief

Workflows	Name	1st RECOMMENDATION						2nd RECOMMENDATION						INITIAL DECISION						APPEAL						2nd APPEAL				
		Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Initial DM	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period	Appellate body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period	2nd appellate body	Time to act (days)	Mayoral action (days)
	New Process	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	
New	13B.5.1	Alternative Compliance	—	—	—	—	—	—	—	—	—	—	—	DIR	N	—	—	—	75	15	APC	Y	—	24	—	75	—	—	—	
	12.28 C 12.24 B-J	Slight Modification	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ²⁰	—	24	10	75 ¹²	15	APC	Y	—	24	10	75	—	—	—	
	12.28 C 12.24 B-J	ZA Adjustment	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ²⁰	—	24	10	75 ¹²	15	APC	Y	—	24	10	75	—	—	—	
	12.30 G, H	Zone Boundary Adjustment	—	—	—	—	—	—	—	—	—	—	—	DIR	Y	none stated			—	15	APC	—	—	—	—	—	—	—	—	
	12.30 H,I	Height District Boundary Adjustment	—	—	—	—	—	—	—	—	—	—	—	DIR	Y	none stated			—	15	APC	—	—	—	—	—	—	—	—	
New	13B.5.2	Adjustment	—	—	—	—	—	—	—	—	—	—	—	DIR	Y ²⁰	—	24	10	75 ¹²	15	APC	Y	—	24	10	75	—	—	—	
	12.27	Zone Variance	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ²⁰	—	24	10	75 ¹²	15	APC	Y	—	24	10	75 ¹²	15	CC	90	10
	12.24 Y 12.27 B-C.	Special Permission for Reduction of Off-Street Parking Spaces by Director	—	—	—	—	—	—	—	—	—	—	—	DIR	Y ²⁰	—	24	10	75 ¹²	15	APC	Y	—	—	—	—	—	—	—	
New	13B.5.3	Variance	—	—	—	—	—	—	—	—	—	—	—	ZA	Y ²⁰	—	24	10	75 ¹²	15	APC	Y	—	24	10	75 ¹²	15	CC	90	10
	11.5.7 C,E	SP Project Permit Modification	—	—	—	—	—	—	—	—	—	—	—	DIR	N	—	—	—	75	15	APC	Y	—	15	—	75	—	—	—	
New	13B.5.4	Modification of Entitlement	—	—	—	—	—	—	—	—	—	—	—	Original Decider	Per Original	Per Original	Per Original	Per Original	75	15	Original Decider	Per Original	Per Original	Per Original	Per Original	Per Original	Per Original	Per Original	—	—
	12.22 A.27	Reasonable Accommodation	—	—	—	—	—	—	—	—	—	—	—	DIR	N	—	—	—	45	15	CC	Y	24	24	10	75	—	—	—	
New	13B.5.5	Reasonable Accommodation	—	—	—	—	—	—	—	—	—	—	—	DIR	N	—	—	—	45	15	CC	Y	24	24	10	75	—	—	—	

Footnotes :

12 - If the initial decision-maker fails to act, the applicant may file a request for a transfer of jurisdiction to the designated appellate body for decision.

20 - The public hearing may be waived if written findings are made that the requested entitlement will not have a significant effect on adjoining properties or on the immediate neighborhood; or is not likely to evoke public controversy.

Division of Land

Workflows	Name	1st RECOMMENDATION						2nd RECOMMENDATION						INITIAL DECISION						APPEAL						2nd APPEAL		Mayoral action (days)	
		Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Initial DM	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/appeal period	Appellate body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/appeal period		2nd appellate body
17.50 B.3(c)	Parcel Map Exemption (Lot Line Adjustment)	—	—	—	—	—	—	—	—	—	—	—	—	AA	N	—	—	—	—	15	APC/CPC	Y	As required by state law			30	—	—	—
17.50 D	Parcel Map Waiver	—	—	—	—	—	—	—	—	—	—	—	—	AA	N	—	—	—	—	15	APC/CPC	Y	As required by state law			30 ²⁶	—	—	—
New	13B.7.2	Parcel Map Exemption/ Lot Line Adjustment	—	—	—	—	—	—	—	—	—	—	—	AA	N	—	—	—	—	15	APC/CPC	Y	As required by state law			30 ²⁶	—	—	—
17.06, 12.95	Tentative Tract Map (Vesting) TT / Air Space Lots / Reversion	Sub Comm	—	—	—	—	—	—	—	—	—	—	—	AA	Y	—	10 ²⁸	10	50	10	APC/CPC	Y	As required by state law			30 ²⁷	10	CC	30 ²⁷
New	13B.7.3	Tentative Tract Map	Sub Comm	—	—	—	—	—	—	—	—	—	—	AA	Y	10	10 ²⁸	10	50	15	APC/CPC	Y	As required by state law			30 ²⁷	15	CC	30 ²⁷
17.11	Tract Map Modification	Sub Comm	—	—	—	—	—	—	—	—	—	—	—	AA	N	—	—	—	—	10	APC/CPC	Y	As required by state law			30 ²⁷	10	CC	30 ²⁷
New	13B.7.3.H	Modification of Tentative Tract Map	Sub Comm	—	—	—	—	—	—	—	—	—	—	AA	N	—	—	—	—	15	APC/CPC	Y	As required by state law			30 ²⁷	15	CC	30 ²⁷
17.07	Final Map	CE ²⁹	—	—	—	—	—	—	—	—	—	—	—	CC	Y	Brown Act Requirements			—	—	—	—	—	—	—	—	—	—	
New	13B.7.4	Final Tract Map	CE ²⁹	—	—	—	—	—	—	—	—	—	—	CC	Y	Brown Act Requirements			—	—	—	—	—	—	—	—	—	—	
17.14	Modification of Recorded Tract Maps	Sub Comm	—	—	—	—	—	—	—	—	—	—	—	AA	Y	10	10	10	50	10	APC/CPC	Y	As required by state law			30 ²⁷	10	CC	30 ²⁷
New	13B.7.4.H	Modification of Recorded Final Tract Map	Sub Comm	—	—	—	—	—	—	—	—	—	—	AA	Y	10	10	10	50	15	APC/CPC	Y	As required by state law			30 ²⁷	15	CC	30 ²⁷
17.50 - 17.54	Preliminary Parcel Map	Sub Comm	—	—	—	—	—	—	—	—	—	—	—	AA	Y ³⁰	—	10 ²⁸	10	30	15	APC/CPC	Y	As required by state law			30 ²⁶	—	—	—
New	13B.7.5	Preliminary Parcel Map	Sub Comm	—	—	—	—	—	—	—	—	—	—	AA	Y ³⁰	10	10 ²⁸	10	30	15	APC/CPC	Y	As required by state law			30 ²⁶	—	—	—
17.53 H	Parcel Map Modification	Sub Comm	—	—	—	—	—	—	—	—	—	—	—	AA	N	—	—	—	—	15	APC/CPC	Y	As required by state law			30 ²⁶	—	—	—
New	13B.7.5.H	Modification of Preliminary Parcel Map	Sub Comm	—	—	—	—	—	—	—	—	—	—	AA	N	—	—	—	—	15	APC/CPC	Y	As required by state law			30 ²⁶	—	—	—
17.56	Final Parcel Map	CE	—	—	—	—	—	—	—	—	—	—	—	CC	Y	Brown Act Requirements			—	—	—	—	—	—	—	—	—	—	
New	13B.7.6	Final Parcel Map	CE	—	—	—	—	—	—	—	—	—	—	CC	Y	Brown Act Requirements			—	—	—	—	—	—	—	—	—	—	
17.59	Modification of Recorded Parcel Maps	Sub Comm	—	—	—	—	—	—	—	—	—	—	—	AA	Y	—	10	10	—	15	APC/CPC	Y	As required by state law			30 ²⁶	—	—	—
New	13B.7.6.H	Modification of Recorded Final Parcel Map	Sub Comm	—	—	—	—	—	—	—	—	—	—	AA	Y	10	10	10	—	15	APC/CPC	Y	As required by state law			30 ²⁶	—	—	—
18.02-4,8	Private Street Map	Sub Comm	—	—	—	—	—	—	—	—	—	—	—	DIR	Y ³⁰	—	10 ²⁸	10	40	15	APC/CPC	Y	As required by state law			30 ²⁶	—	—	—
New	13B.7.7	Private Street Map	Sub Comm	—	—	—	—	—	—	—	—	—	—	DIR	Y ³⁰	10	10 ²⁸	10	40	15	APC/CPC	Y	As required by state law			30 ²⁶	—	—	—
17.54	Subdivision Appeal	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	15	APC/CPC	Y	As required by state law			30 ²⁶	—	—	—
New	13B.7.8	Subdivision Appeal	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	15	APC/CPC	Y	As required by state law			30 ²⁶	—	—	—

Footnotes :

- 26 - The Appeal Board shall hear the appeal within 30 days after the expiration of the 15-day appeal period and declare its findings within 14 days after the conclusion of the hearing.
- 27 - The Appeal Board shall hear the appeal within 30 days after it is filed and render its decision within 10 days after the conclusion of the hearing.
- 28 - DCP shall also give mail notice to all tenants of the property proposed for subdivision not less than 15 days prior to the Advisory Agency hearing on a Tentative Map or Preliminary Parcel Map.
- 29 - When a Final Map covers only a portion of the property shown on the Tentative Map, it shall be submitted to the Advisory Agency for its approval prior to submission to the City Engineer for checking.
- 30 - A public hearing may be waived with submission of the written approval of all neighboring owners.

Historic Preservation

Workflows	Name	1st RECOMMENDATION						2nd RECOMMENDATION						INITIAL DECISION						APPEAL						2nd APPEAL				
		Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Initial DM	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/appeal period	Appellate body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/appeal period	2nd appellate body	Time to act (days)	Mayoral action (days)
12.32.A-D, 12.20.3 F	Historic Preservation Overlay Zone Designation	CHC	Y	Brown Act Requirements			45	CPC	Y ⁴	24	24	10 ⁷	75 ^{6,8}	CC	Y	Brown Act Requirements			90	—	—	—	—	—	—	—	—	—	—	—
New	13B.8.2	CHC	Y	Brown Act Requirements			45	CPC	Y⁴	24	24	10⁷	75^{6,8}	CC	Y	Brown Act Requirements			90	—	—	—	—	—	—	—	—	—	—	—
12.20.3.E, 12.32.C	Preservation Plan Adoption / Modification	CHC	Y	—	—	—	45	—	—	—	—	—	—	CPC	Y ⁴	—	24	—	75	—	—	—	—	—	—	—	—	—	—	
New	13B.8.3	CHC	Y	—	—	—	45	—	—	—	—	—	—	CPC	Y⁴	—	24	—	75	—	—	—	—	—	—	—	—	—	—	
12.20.3.I -J	Review of Conforming Work	—	—	—	—	—	—	—	—	—	—	—	—	HPOZ ¹³ Board	Y	Brown Act Requirements			21	—	—	—	—	—	—	—	—	—	—	
New	13B.8.4	—	—	—	—	—	—	—	—	—	—	—	—	HPOZ¹³ Board	Y	Brown Act Requirements			21	—	—	—	—	—	—	—	—	—	—	
12.20.3 K	HPOZ Cert of Appropriateness (Constr, Add, Alt, or Recon)	HPOZ Board	Y	—	10	10	30	—	—	—	—	—	—	DIR	N	—	—	—	75	15	APC	Y	—	15	—	75	—	—	—	
New	13B.8.5	HPOZ Board	Y	—	10	10	30	—	—	—	—	—	—	DIR	N	—	—	—	75	15	APC	Y	—	24	—	75	—	—	—	
12.20.3 K	HPOZ Cert of Appropriateness (demo, removal, relocation)	HPOZ Board	Y	—	10	10	30	—	—	—	—	—	—	APC	Y	Brown Act Requirements			75	15	CC	Y	—	15	—	75	—	—	—	
New	13B.8.6	HPOZ Board	Y	—	10	10	30	—	—	—	—	—	—	APC	Y	Brown Act Requirements			75	15	CC	Y	—	24	—	75	—	—	—	
12.20.3 L	HPOZ Cert of Compatibility for Non-Contributing Elements	HPOZ Board	Y	—	10	10	30	—	—	—	—	—	—	DIR	—	—	—	—	75	15	APC	Y	—	15	—	75	—	—	—	
New	13B.8.7	HPOZ Board	Y	—	10	10	30	—	—	—	—	—	—	DIR	—	—	—	—	75	15	APC	Y	—	24	—	75	—	—	—	

Footnotes :

4 - Hearing officer may be directed to hold the public hearing. If so directed, hearing and notification requirements are fulfilled by the public hearing conducted by the hearing officer.

6 - If the matter was initiated by either the CPC or the Director, and the CPC recommends denial the decision is final. If the Planning Commission recommends disapproval of an application the applicant may appeal that decision to the City Council.

7 - If a hearing officer is designated to conduct the public hearing then the applicant, in addition to posting notice of the public hearing, shall also post notice of the initial Commission meeting

8 - If the Ordinance was proposed by initiation then the Commission shall act within 75 days. If the Planning Commission does not act by that deadline the Council may then request the Planning Commission to forward the matter for the Council's action. If the Council does not do so, the time for the Planning Commission to act shall automatically be extended for an additional 75 days.

13 - Authority to approve or disapprove may be delegated to Director as defined by the applicable Preservation Plan.

Coastal Development

Workflows	Name	1st RECOMMENDATION						2nd RECOMMENDATION						INITIAL DECISION						APPEAL						2nd APPEAL				
		Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Initial DM	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period	Appellate body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period	2nd appellate body	Time to act (days)	Mayoral action (days)
	12.20.2 Coastal Development Permit (prior to certification of LCP)	—	—	—	—	—	—	—	—	—	—	—	—	DIR/ZA	Y	—	10 ³¹	At Time of Application	—	10 ^{31,36}	APC	Y	—	10 ³¹	—	30	20 ³¹	Varies ^{32,35} as needed	—	—
New	13B.9.1 Coastal Development Permit (Pre-Certification)	—	—	—	—	—	—	—	—	—	—	—	—	DIR/ZA	Y	—	24	At Time of Application	75	15 ³⁶	APC	Y	—	10 ³¹	—	30	20 ³¹	Varies ^{32,35} as needed	—	—
	12.20.2.1 Coastal Development Permit (after certification of LCP)	—	—	—	—	—	—	—	—	—	—	—	—	DIR/ZA	Y ³⁴	—	10	At Time of Application	75	15 ³⁶	APC	Y	—	15	—	75	10 ³¹	Varies ^{33,35} as needed	—	—
New	13B.9.2 Coastal Development Permit (Post-Certification)	—	—	—	—	—	—	—	—	—	—	—	—	DIR/ZA	Y ³⁴	—	24	At Time of Application	75	15 ³⁶	APC	Y	—	24	—	75	10 ³¹	Varies ^{33,35} as needed	—	—

Dept. of Building and Safety

Workflows	Name	1st RECOMMENDATION						2nd RECOMMENDATION						INITIAL DECISION						APPEAL						2nd APPEAL				
		Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Initial DM	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period	Appellate body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period	2nd appellate body	Time to act (days)	Mayoral action (days)
	12.26 K Appeal from Building Department Determinations	—	—	—	—	—	—	—	—	—	—	—	—	DIR	Y ³⁸	—	15	—	75 ¹²	15	APC/ ³⁹ CPC	Y	—	24	—	75	—	—	—	—
New	13B.10.2 Appeals from LADBS Determinations	—	—	—	—	—	—	—	—	—	—	—	—	DIR	Y ³⁸	—	24	—	75 ¹²	15	APC/ ³⁹ CPC	Y	—	24	—	75	—	—	—	—

Environmental Review Procedures

Workflows	Name	1st RECOMMENDATION						2nd RECOMMENDATION						INITIAL DECISION						APPEAL						2nd APPEAL				
		Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Recomm. Body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Initial DM	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period	Appellate body	Public Hearing	Publication (days)	Mail (days)	Posting (days)	Time to act (days)	Effective date/ appeal period	2nd appellate body	Time to act (days)	Mayoral action (days)
	11.5.13 CEQA Appeals Procedures	—	—	—	—	—	—	—	—	—	—	—	—	CC	Y	—	10	—	75	—	—	—	—	—	—	—	—	—	—	—
New	13B.11 Environmental Review Procedures (CEQA Appeals)	—	—	—	—	—	—	—	—	—	—	—	—	CC	Y	—	24	—	75	—	—	—	—	—	—	—	—	—	—	—

Footnotes :

- 12 - If the initial decision-maker fails to act, the applicant may file a request for a transfer of jurisdiction to the designated appellate body for decision.
- 31 - Calculated as working days.
- 32 - A City-issued CDP may be further appealed to the Coastal Commission.
- 33 - A City-issued CDP within an appealable area may be further appealed to the Coastal Commission.
- 34 - The public hearing may be waived pursuant to specific criteria in Sec. 12.20.2.1 F.2 or Sec. 13B.9.2.D.3.
- 35 - If the appeal from any underlying project is further appealable to a second appellate body, the CDP is likewise further appealable.
- 36 - Where CDP hearing is for a public project, the action of the City Engineer may be appealed to the Board of Public Works.
- 38 - The Director shall set the matter for hearing if it is likely to be controversial.
- 39 - Appeal to the CPC on a matter that the Director found may have a Citywide impact, or may appeal to the APC if the Director found the matter may not have a Citywide impact.