

Development Permit Processing- Forms to Use

1. Minor Revised Exhibit

- I. Approval letter with conditions

2. Major Revised Exhibit

- I. Introduction Letter
- II. Complete tabs in Accela record for property development standards
- III. Conditions of Approval (COA 1 and COA 2 reports in Accela)
- IV. Approval letter

3. Amendment and Full Development Permit

- I. Introduction Letter
- II. Complete tabs in Accela record for property development standards
- III. Memo with staff analysis and findings (internal – keep in K common folder)
- IV. CEQA document (categorical exemption, negative declaration, mitigated negative declaration)
- V. Conditions of Approval (COA 1 and COA 2 reports in Accela)
- VI. Approval letter
- VII. Appeal Expiration Letter