

Attachment I

Solano County Zoning Regulations:

Administrative Permits:

*The County created the administrative permit process as part of the 2012 zoning ordinance update. Uses that require an administrative permit are allowed by right within the zoning district but, as explained in Section 28.101 of the Solano County Zoning Regulations, “the purpose of an administrative permit is to provide a mechanism for verifying that all standards and requirements of the use, as described in [the County Code], are met prior to the commencement of the use and can continue to be met during the operation of the use.” The Director of Resource Management shall administratively approve an application for an administrative permit if all standards and requirements is to approve an application for an administrative permit, without public notice or hearing, if he/she finds that all standards and requirements specified in the County Code are satisfied. If he/she cannot make that finding, he/she must deny the application. The Director’s decision on an administrative permit is ministerial, and the Director has no discretion to deviate from the objective standards and requirements identified in the Zoning Regulations.*

Appeals:

Per Section 28.112 of the Zoning Regulations, the Planning Commission is to hear and decide appeals when it is alleged by the appellant that there is an error in an order, requirement, permit, decision or determination made by an administrative official in the administration or enforcement of the Solano County Zoning Regulations including decisions made by the Director on administrative permits. The Planning Commission’s decision may be appealed to the Board of Supervisors.