SAN BERNARDINO COUNTY

Planning Project Review Flowchart

We recommend that you review the Pre-Submittal Guidance Checklist and Online Electronic Submittal prior to the submittal of a Pre-Application Development Review meeting request or another Planning application type.

PRE-APPLICATION

Pre-application Development meetings are recommended to receive preliminary review and feedback for commercial, industrial, or large residential subdivision project proposals. Speak to a duty planner if you have questions about submitting a Pre-application Development meeting request.

3 to 4 Weeks

SUBMITTAL

After submittal of the planning application and required documents, the submittal will be reviewed and an invoice will be sent by a technician. After payment, the project will be assigned to a planner for formal review and determination of application submittal completeness.

4 Weeks

EVALUATION

The project will be routed to various departments for review and open for public comment. Once all comments have been received, additional studies or further redesign may be needed. If subject to the California Environmental Quality Act, additional studies may be needed to draft an initial study. Further environmental review may be required (i.e. Environmental Impact Report, etc).

Simple: 30 - 90 Days
Complex: 90 - 120 Days*

Estimate only, may be longer depending on the environmental determination or 120-180 days if General Plan Amendment is included.

DECISION

The decision process/review authority* varies from project to project. If a public hearing is required, a planner will prepare a staff report, findings, and conditions of approval. A notice of hearing will be published in the newspaper and mailed to surrounding property owners 10 days prior to the hearing date.

See the link below to review the applicable Review Authority for your project:
http://www.sbcounty.gov/Uploads/lus/DevelopmentCode/DCWebsite.pdf

Zoning Administrator: 30 Days
Planning Commission: 45 Days
Board of Supervisors: 60 Days

Hearing body is dependent on application type and proposal.

APPEAL PERIOD

If the project is conditionally approved, the appeal period must expire with no appeal filed in order to move forward and begin the condition compliance process. If your project is denied, you have 10 days to appeal to a higher body.

Appeal Period: 10 Days