ARTICLE V

OPERATIONS OF CHAPTER

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28.100 Permits and Procedures

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28.101 Administrative Permit

- **A.** <u>Purpose.</u> For some uses allowed by right within a zoning district, this Chapter requires issuance of an administrative permit prior to development or operation of the use <u>on an ownership.</u> The purpose of an administrative permit is <u>to provide for a mechanism for verifying</u> that all standards and requirements for the use, as described in this Chapter or elsewhere in the Code, are met prior to commencement of the use and <u>will can</u> continue to be met during operation of the use.
- **B.** Application. Applications for an administrative permits shall be made by the owner or the owner's agent in writing on a form prescribed by the Zoning Administrator, and shall include all information necessary to support issuance of the permit. Such application shall not be accepted unless accompanied by a fee or fees as may be set by the Board of Supervisors pursuant to section 11-111 of this code.
- **C.** <u>Action</u>. The <u>Director of Resource Management</u> shall administratively approve an application for an administrative permit if all standards and requirements specified in this Chapter and elsewhere in the Code are satisfied. Action on an administrative permit is ministerial and shall be taken by the zoning administrator without notice or public hearing.

D. Revocation.

- 1. In any case where the requirements of an administrative permit have not been complied with, or where the use has been abandoned, the Zoning Administrator may revoke the permit after first conducting a public hearing.
- 2. In any case where the conditions requirements of an administrative permit have not been or are not complied with, or where the use has been abandoned, the zoning administrator shall give to The permittee shall be given notice of intention to revoke such the permit at least fifteen days prior to the Zoning Administrator's review thereof hearing. Formal rules of evidence shall not apply to revocation proceedings, and witnesses need not be sworn, but the permittee shall be given an opportunity to respond to any evidence or testimony presented at the hearing. After conclusion of the review, the Zoning Administrator may revoke such the administrative permit based on a finding that the conditions of the permit have not been complied with or that the use has been abandoned.

3.

E. <u>Appeal.</u> Appeal from the action of the Zoning Administrator or Planning Commission may be made according to the provisions of Section 28-112.

28.102 Architectural Approval

A. Purpose

The purpose of architectural approval is to promote the orderly and harmonious development of the County, the stability of land values and investments, and the general welfare; and to help prevent the impairment or depreciation of land values and development by the erection of structures or additions or alterations thereto of unsightly, undesirable, or obnoxious appearance. A building permit shall not be issued until architectural approval has been obtained.

B. Procedure

The Zoning Administrator or and Planning Commission shall have the function, duty, and power to are authorized to review and approve or disapprove, or approve subject to compliance, the external design of all proposed new uses, dwellings, buildings or structures with such modifications or conditions as may be deemed necessary to carry out the purpose of these regulations, and this Chapter.

Should the Zoning Administrator or Planning Commission determine that a proposed use or structure does not meet the architectural standards set forth in this section Section 28.72.10(A) and 28.91, zoning approval of the permit or entitlement authorizing such use or structure shall not be granted.

28.103 Design Review – Suisun Valley

- **A. Purpose.** The purpose of design review is to promote a quality rural character in new development for Suisun Valley and to unify the design and construction of individual neighborhood agricultural tourist centers into the existing agriculturally-focused context.
- **B.** Design Review Process Applicability. Design review is required for any new construction in the A-SV-20, A-T-C and A-T-C-NC Districts. and shall follow the process described below:
 - 1. Preliminary Plan Review. Applicants should contact the Resource Management Department to schedule a preliminary application meeting to clarify the County approval process for their particular project and discuss the Design Guidelines as adopted by resolution of the Board of Supervisors.
- C. Final Design Review Design Review Process. Based upon the type of permitting required for the project, design review permits will be issued according the following provisions of either 'a.' or 'b.', as described below:
 - **a. Discretionary Permits.** When a project requires a discretionary permit, including any rezoning, use permit, sign permit or variance, Design Review will be approved by the hearing authority as a part of the discretionary permit. The hearing authority shall consider recommendations from staff in its decision. The adopted Design Guidelines and any other established standards shall provide the basis for final approvals.
 - **b. Non-discretionary permits.** When a project requires a non-discretionary permit, such as an administrative permit or building permit, then the Director of Resource Management, or his or her designee, shall take action administratively on the design review within 10 days of filing of in conjunction with the action being taken on the non-discretionary permit. The Director shall consider recommendations from staff along with the adopted Design Guidelines and any other established standards shall provide the basis for final approvals.
- **D. Design Guidelines.** The Suisun Valley design Guidelines (Chapter 4 of the Suisun Valley Strategic Plan) shall serve as the guidelines for the design review of all new construction in the A-SV-20, A-T-C and A-T-C-NC Districts.
- E. Action by the Hearing Authority. The hearing authority shall take action to approve, conditionally approve or deny the design review within 10 days of the filing of a complete application for design review. If the hearing authority denies a Design Review Permit, then the hearing authority shall provide a proposed design is not approved, the applicant shall be provided with a written description of any development proposal design features in a form that constitutes recommended modifications to the project in order to clearly provide the applicant an understanding of the desired changes that would obtain an approval from the Director or hearing authority.

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- **F. Findings.** The hearing authority shall make the following findings prior to taking action to approve, or conditionally approve design review. The hearing authority finds that A proposed design shall be approved if the following findings can be made:
 - 1. the project conforms to the Suisun Valley Design Guidelines,
 - 2. the project will maintain and enhance the Valley's agricultural character.
 - **3.** the project will maintain, enhance, or restore natural features.
 - **4.** the project will preserve the indigenous landscape and rural character.
 - 5. the project will enhance quality of life and economic vitality.
 - **6.** the project will enhance the community brand and destination marketing the Valley.
 - 7. the project will ensure the highest quality new construction.
 - **8.** the project will minimize site disturbance.
 - **9.** the project will preserve views of natural and cultural features.
 - **10.** the project will ensure compatibility of new projects with natural and rural landscapes.

Approval. Design Review approval shall remain valid for a period of one year after which the approval shall lapse and become null and void. The issuance of a building permit shall constitute an extension of the Design Review approval which shall remain valid during the time period the building permit is considered active.

F. Occupancy. No structure which has received Design Review approval shall be occupied or used in any manner or receive a certificate of occupancy until the Resource Management Department has inspected and determined that the structure(s) and site development comply with the Development Review approval.

Appeals. Appeal from any finding or action by the Director of Resource Management or the Planning Commission, unless otherwise provided for in this Division, shall be made pursuant to Section 28-112.

Amendments. Amendments or changes to existing plans: It shall be at the discretion of the Director of Resource Management to make a determination whether the proposed change or amendment constitutes a significant change requiring additional Design Review. In cases where such changes are determined to be minor in nature, the proposed changes shall be subject to administrative review and approval by the Director of Resource Management for compliance with the adopted Design Guidelines.

G. Submittal Requirements. All applications for Design Review shall be submitted by the owner or the owner's agent to the Resource Management Department on forms approved by the Director of Resource Management and the Director shall establish written application

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instructions describing the type and size of drawings and other materials required for submittal.

H. Fees. Fees for design review shall be established by the Board of supervisors pursuant to Section 11-110.4 of the County Code.

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28.104 Marsh Development Permit

- **A.** Purpose. The purpose of a marsh development permit is to allow uses within the secondary management of the Suisun Marsh, subject to specific conditions and County approval. Lands designated as primary or secondary management areas of the Suisun Marsh are those as defined in Section 29101, 29102 and 29103 of the Public Resources Code.
- **B.** When required. Marsh development permits shall be required from any person or entity wishing to undertake a development as defined in Section 29114 of the Public Resources Code within the secondary management area of the Suisun Marsh. Any land use development permit or other permit which conforms to the provisions of this Section may serve as a marsh development permit, as determined by the County. If a portion of the site or development is within the primary management area, a permit may also be required from the County prior to application for any marsh development permit which may be required by the San Francisco Bay Conservation and Development Commission (BCDC).
- **C.** <u>Issuance.</u> Marsh development permits may be issued for any of the uses or purposes for which such permits are required or permitted by the terms of this Chapter. The lawful use of land under County permit, issued prior to the certification of the Suisun Marsh Local Protection Program, shall be eligible for a marsh development permit, provided, said use does not have an adverse impact upon the Suisun Marsh. Granting of a marsh development permit does not exempt the applicant from complying with requirements of building codes adopted pursuant to other provisions of this code, or other ordinances.
- **D.** Application. Application for a marsh development permit shall be filed the owner or the owner's agent with the Environmental Management Department of Resource Management and shall be accompanied by plans and data assuring the fullest practical presentation of facts about the development; a site plan drawn to scale and fully dimensioned showing property lines; the location and extent of existing and proposed work and uses; information clearly distinguishing existing from proposed improvements, existing and proposed public access areas, building elevations, and primary and secondary management area boundaries; the approximate distance to the nearest marsh, managed wetland, or tidal area; and the location and name of the nearest public road and private access. Such application shall be accompanied by a fee or fees as may be set by the Board of Supervisors by resolution pursuant to Section 11-111 of this code. No part of such fee shall be refundable.
- **E.** <u>Public hearing</u>. At least one public hearing on any marsh development permit application shall be held by the Zoning Administrator or the Planning Commission.
- **F.** <u>Public notice</u>. Notice of this hearing shall be given pursuant to Section 28-04 of this Chapter.

G. Action.

1. The Zoning Administrator or Planning Commission may grant marsh development permits upon the finding, in each case, that the requirements set forth in this Chapter and in subsection (H) of this Section are fulfilled.

- **2.** The Zoning Administrator or Planning Commission may stipulate conditions, and guarantees that such conditions will be complied with when in the public interest and deemed necessary.
- **H.** <u>General conditions</u>. In granting a marsh development permit, the Zoning Administrator or Planning Commission shall find the following conditions to be fulfilled:
 - **1.** That the application process complies with the California Environmental Quality Act of 1970, as amended.
 - 2. That the establishment, maintenance, or operation of the use is in conformity with the County General Plan with regard to traffic circulation, population densities and distributions, and all other pertinent aspects.
 - **3.** That adequate utilities, access roads, drainage, and other necessary facilities have been or are being provided.
 - **4.** That the applicant has exhibited proof that such use will not constitute a nuisance or be detrimental to the health, safety, comfort, or general welfare of the people of the County, or be detrimental to adjacent property or improvements to the neighborhood.
 - **5.** That the proposed development shall be consistent with the certified Suisun Marsh Local Protection Program.

I. Revocation.

- 1. In any case where the conditions of a marsh development permit have not been or are not complied with, the Zoning Administrator shall give to the permittee notice of intention to revoke such permit, at least ten days prior to a Planning Commission review thereof. After conclusion of the review, the Planning Commission may revoke such permit.
- 2. In any case where a marsh development permit has not been exercised within one year after the date of granting thereof, then without further action by the Zoning Administrator or Planning Commission, the use permit shall be null and void; excepting that upon written request by the permittee, the Planning Commission may authorize an extension of the permit not to exceed one year. Only one such extension may be granted.
- **J.** Reapplication. Whenever a marsh development permit application has been denied for a specific use, no new application covering all or a portion of the property involved in the original application shall be accepted by the County for a period of six months from the effective date of the final denial of the original application; provided that upon a showing of a substantial change of circumstances, the Planning Commission may permit the filing of such new application prior to the expiration of such six-month period.
- **K.** <u>Appeal.</u> Appeal from the action of the Zoning Administrator or Planning Commission may be made according to the provisions of Section 28-112 of this code.

L. <u>Minor revisions</u>. Minor revisions not constituting substantial alteration in the marsh development permit, or any element thereof, may be reviewed and approved by the Zoning Administrator or Planning Commission, whichever shall have issued the permit sought to be revised. Each application for a minor revision shall be accompanied by a fee as may be set by the Board of Supervisors, pursuant to Section 11-111 of this code. No part of said fee or fees shall be refundable.

28.105 Planned Unit Development (Reserved)

- **A.** <u>Purpose</u>. Where a design proposal for a substantial development involving a use or several coordinated uses of land makes it desirable to apply regulations more flexible than those contained elsewhere in this Chapter, a planned unit development permit may be granted. There are two alternate purposes of such permits.
 - 1. To grant diversification to the applicant in the use of land and location of structures not otherwise permitted under district regulations, and enable innovation in the design of buildings, site treatment, allocation of open space and landscaping, while insuring safety, welfare, and convenience in the use and occupancy of such planned buildings and facilities; or
 - 2. To retain for the County adequate development controls over projects which, due to size, location, complexity, or environmental impact, are considered to have potentially significant, unique or unfavorable implications to the public health, safety or welfare.
- **B.** <u>Applicability.</u> The Board of Supervisors or Planning Commission may, on its own initiative, require a planned unit development application be submitted on any project or development, or in conjunction with any other required application or similar action, or as determined by subsection (a)(2), or as part of any district regulations of this Chapter.
- C. <u>Conditions</u>. The Planning Commission may grant a planned unit development in any district and grant exceptions to district regulations as to use, building height or bulk, yards and open areas, or other provisions of this Chapter when the following conditions are met:
 - 1. The tract or parcel of land involved must be a minimum of four acres in area and must be either in one ownership or the subject of an application filed jointly by the owners of all the property included. All of the property included shall be an essential part of the integral function of the total development. In cases of remnant parcels as defined in Section 28-10, planned unit development permits may be granted for areas of less than four acres.
 - 2. The proposed development must be in conformance with the County general plan and designed to produce an environment of stable and desirable character, and must provide overall standards of population density, intensity of use, open space, circulation and off-street parking, all in conformance with the general plan.
 - 3. The various elements of the development plan, including structures, grounds, open space and land use, must relate to
 - 4. one another in such a way as to form a comprehensive plan of sufficient unity to justify exceptions, if any, to the normal regulations of this Chapter.
 - 5. The development shall be designed so as not to adversely affect adjacent properties.
- **D.** <u>Application</u>. Application shall be filed with the Resource Management Department and be accompanied with such information as may be necessary for the County to clearly ascertain

the appearance, function, and effect of the development, and shall describe the character, function, and style of the proposed development and use in sufficient detail so that subsequent design review and any other review by the Planning Commission or Board of Supervisor shall not be required, except as is otherwise required by this Chapter. The following are minimum requirements for any application, except as may be waived by the Director of Resource Management, with proper cause:

- 1. A complete legal description of the subject property.
- 2. A narrative description which will define the purpose, intended uses, density of development, dimensional constraints, and performance standards for proposed uses stated in sufficient detail to constitute definitive criteria under which subsequent development can be judged for compliance.
- 3. A site plan of the total development drawn to scale and fully dimensioned delineating the uses, locations, and architecture of proposed structures, including signs, the contemplated systems of drainage, water supply, sewage disposal, circulation, parking and loading spaces, landscaping, and areas, if any, to be reserved for parks, playgrounds, public facilities and other spaces.
- **4.** A topographic map showing existing and finished contours at an appropriate interval and scale.
- **5.** Elevations and floor plans of such detail so as to determine appearance, function, interrelation and extent of buildings and structures.
- **6.** A development schedule defining the sequence of improvements and the anticipated timing of the development.
- 7. Specific plans for grading, erosion, runoff and sediment control, landscaping, and prevention and mitigating of accidental spills of toxic or hazardous materials, if applicable.
- **8.** Permit application fee as established by the Board of Supervisors pursuant to Section 11-11 of this code. No part of such fee shall be refundable.
- E. <u>Public notice</u>. Notice of the hearing shall be given pursuant to Section 28-14 of this Chapter.
- **F.** <u>Public hearing</u>. The Planning Commission shall hold a public hearing on any proposed planned unit development permit application.

G. Action.

1. Except as provided in Section 28-105(F) of this Chapter, the Planning Commission shall act upon an application for a planned unit development permit within ninety days of the date of such application, and shall forthwith notify the applicant of action taken.

- 2. The Planning Commission may deny or authorize the development as submitted, or may modify, alter, adjust, or amend the plan before authorization. The Planning Commission shall carefully consider any proposed partial staged or phased construction of the planned unit development, and may approve the same only when the initial construction involves a minimum of four acres, all of which shall be an essential part of the integrated function of such initial construction. The Planning Commission shall attach such additional conditions as are, in its opinion, necessary to assure completion of the total development and the objectives of this Chapter. The development as authorized shall be subject to all conditions as imposed, and shall be excepted from other provisions of the ordinance only to the extent specified in the authorization.
- 3. When a planned unit development application has been approved, or required as a condition of any action by the County, the zoning map(s) shall be annotated to reflect such action, and the official zoning map designation for the property shall include the suffix "PUD." If a planned unit development requirement ceases, the "PUD" suffix shall be deleted from the official zoning map designation.

H. Revocation.

- 1. In any case where a granted planned unit development permit has not been exercised within one year after the date of granting thereof, or otherwise specified on the permit up to a maximum of two years, then without further action by the Zoning Administrator or Planning Commission, the permit shall be null and void; except that upon written request by the permittee, prior to expiration, the Planning Commission may authorize an extension of the permit, not to exceed one year. Only one such extension may be granted. Completion of at least the initial phase, or completion of one building or other progress of the total approved development as deemed adequate by the Planning Commission, shall constitute exercise of the permit within the meaning of this Section.
- 2. In any case where the conditions of a planned unit development permit have not been or are not complied with, the Zoning Administrator shall give the permittee notice of intention to revoke such permit at least ten days prior to a Planning Commission review thereon. After conclusion of the review, the Planning Commission may revoke such permit.
- I. Minor revisions not constituting a substantial alteration of the planned unit development permit, or any element thereof, may be reviewed and approved by the Planning Commission. Each application for a minor revision shall be accompanied by a fee as may be set by the Board of Supervisors pursuant to Section 11–111 of this code. No part of said fee or fees shall be refundable.

28.106 Use Permit

- **A.** <u>Purpose</u>. The purpose of the use permit is to provide for public review of certain land uses that may be compatible with other allowed and permitted land uses within a zoning district, but due to their type or intensity, require consideration of location, site design, adjacent land uses, availability of public infrastructure and services, and environmental impacts. A use permit may be approved either for a temporary, fixed period or for an indefinite period subject to periodic renewal. Action on a use permit is discretionary.
- **B.** Compliance with building codes or other ordinances. Approval of a use permit does not exempt the applicant from complying with requirements of building codes adopted pursuant to other provisions of this code or other ordinances.
- **C.** <u>Application</u>. Applications for use permits shall be made in writing on a form prescribed by the Zoning Administrator, and shall be accompanied by floor plans, and site plans, operating plans and data necessary to show that conditions requirements set forth in subsection (H) and Article III of this Chapter are fulfilled. Such application shall not be accepted as complete unless accompanied by a fee or fees as may be set by the Board of Supervisors pursuant to Section 11-111 of this code. No part of such fee shall be refundable.

Once a complete application is submitted, additional information and processing fees may be required in order to conduct environmental review of the proposal. When additional information or processing fees are required and not provided by the applicant within sixty days of such a request, the Director of Resource Management may determine that the application has been abandoned and shall promptly notify the applicant of such determination. shall be denied.

- **D.** <u>Public hearing.</u> A public hearing on any use permit application shall be held by the Zoning Administrator or Planning Commission, who shall maintain a public record of all hearings. Applications for minor use permits, extensions of time to exercise a previously approved use permits, <u>minor revisions amendments</u> to use permits, and projects that are categorically exempt from the California Environmental Quality Act (CEQA) shall be heard by the Zoning Administrator, who may administratively refer any such application to the Planning Commission for hearing. All other applications shall be heard by the Planning Commission.
- **E.** Public notice. Notice of the hearing shall be given pursuant to Section 28-14 of this Chapter.
- **F.** Minor use permits. Uses which are eligible for a minor use permits are designated in the Table of Allowable Uses contained within each zoning district in Article II of this Chapter. All references to use permits in this Article include minor use permits, unless different rules or procedures are described for minor use permits.

G. Action

1. The Zoning Administrator and the <u>or</u> Planning Commission may approve a use permit <u>for</u> an <u>ownership if it finds</u> <u>upon the finding</u>, in each case, that the requirements set forth in

- this Chapter and in subsections (H) of this <u>Section and Article III of this Chapter</u> are fulfilled.
- 2. When approving a use permit, the Zoning Administrator or Planning Commission may impose conditions in addition to the general conditions enumerated in subsections (H) and (i) of this Section, together with guarantees that such conditions will be complied with, when such additional conditions are in the public interest.
- 3. If a project is revised during the hearing, then the Zoning Administrator of the Planning Commission may require that a revised development plan be submitted which reflects all of the changes approved at the hearing.
- **4.** Unless the use permit application is withdrawn, action to approve, conditionally approve, or deny the use permit shall be taken by the Zoning Administrator or Planning Commission within the time limits specified in the Permit Streamlining Act; except that the applicant and Zoning Administrator or Planning Commission may mutually agree to extend such period.
- **5.** Any action taken by the Zoning Administrator or the Planning Commission on a use permit application shall not become effective until the time for filing an appeal has expired or, if an appeal has been filed, the appeal has been decided or withdrawn.
- **H.** <u>Required Findings</u>. A use permit shall not be approved unless the Zoning Administrator or Planning Commission first makes all of the following general findings:
 - 1. That the establishment, maintenance or operation of a use or building applied for are in conformity to the general plan for the County with regard to traffic circulation, population densities, and distribution, and other aspects of the general plan considered by the zoning administrator or planning commission to be pertinent.
 - **2.** That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.
 - 3. That applicant exhibits proof that such use will not, under the circumstances of the particular case, constitute a nuisance or be detrimental to the health, safety, peace, morals, comfort or general welfare of persons residing or working in or passing through the neighborhood of such proposed use, or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the County; provided, that if any proposed building or use is necessary for the public health, safety or general welfare, that finding shall be to that effect.
- I. Revision or Amendment. Once a use permit becomes effective, the land use subject to the permit may be developed and operated only in substantial conformance with the terms and conditions of the approved permit. Any development or operation on the ownership that would not be in substantial conformance with the terms and conditions of the use permit shall not be initiated or undertaken until a revision or amendment to the permit has been approved. When an owner proposes changes to a use permit, the Director shall determine whether the

proposed change shall be process either as a minor revision or an amendment to the use permit. The Director's determination shall be final and not subject to appeal.

- a. <u>Interpretation of Conditions.</u> If an owner believes that a condition in an approved use permit is unclear, the Director shall determine the intent of the Zoning Administrator or Planning Commission in imposing the condition and provide a written clarification to the permittee.
- b. Minor revision. Minor revisions not constituting significant change in the use, not requiring a substantial alteration in the use permit or any element thereof, may be reviewed and approved by the Zoning Administrator. Each application for a minor revision shall be accompanied by a fee as may be set by the Board of Supervisors, pursuant to Section 11-111 of this Code. No part of said fee or fees shall be refundable.
- c. Amendment. Significant changes in the use or the size or intensity of the use, requiring a substantial alterations of the use permit, shall be in the same manner as a new use permit, in compliance with this Section. Amendments shall be heard by either the Zoning Administrator or Planning Commission, whichever first heard the original use permit. Each application for an amendment shall be accompanied by a fee as may be set by the Board of Supervisors, pursuant to Section 11-111 of this Code. No part of said fee or fees shall be refundable.
- d. The approval of a minor revision or amendment to a use permit shall supersede the previously approved permit.

J. Revocation.

- 1. In any case where the conditions of a use permit have not been or are not substantially complied with, or where the use has been abandoned, the Zoning Administrator shall may initiate permit revocation proceedings. give to the permittee notice of intention to revoke such permit at least fifteen days prior to a Planning Commission review thereof. After conclusion of the review, the Planning Commission may revoke such permit.
- 2. Notice of intention to revoke the use permit shall give to the owner at least fifteen days prior to the Planning Commission's revocation hearing. Formal rules of evidence shall not apply to revocation proceedings, and witnesses need not be sworn, but the permittee owner shall be given an opportunity to respond to any evidence or testimony presented by the Zoning Administrator or the public. After conclusion of the review, the Planning Commission may revoke such the permit or may modify the permit by imposing new or modified conditions to address the previous noncompliance.

K. Expiration.

1. <u>In any case where a use permit has not been exercised within one year after the date of approval thereof</u>, or any other period for exercise as stated in a condition of the permit, the use permit shall expire and thereafter be null and void without further action by the Zoning Administrator or Planning Commission; except that, upon written request by the

owner, the Zoning Administrator may authorize an extension of time to exercise the permit, not to exceed one year. Only one such extension may be granted. Use permits approved for a temporary, fixed period of time shall expire on the date specified in the permit and shall thereafter be null and void, but any such permit may be revised pursuant to subsection 28.106.2C to modify its expiration date if an application to do so is filed at least 30 days prior to the expiration date. Use permits approved for an indefinite period do not expire but shall be revoked by the planning commission if abandoned or not timely renewed.

- 2. Once exercised, a use permits approved for a temporary, fixed period of time shall expire on the date specified in the permit and shall thereafter be null and void, but any such permit may be revised pursuant to subsection 28.106.2C to modify its expiration date if an application to do so is filed at least 30 days prior to the expiration date.
- 3. A use permits approved for an indefinite period does not expire once exercised, but shall be revoked by the Planning Commission if abandoned or not timely renewed. In any case where a use permit has not been exercised within one year after the date of approval thereof, or any other period for exercise as stated in a condition of the permit, then without further action by the zoning administrator or planning commission, the use permit shall expire and thereafter be null and void except that, upon written request by the permittee, the zoning administrator may authorize an extension of the permit, not to exceed one year. Only one such extension may be granted.
- **L. Reapplication.** Whenever a use permit application has been denied for a specific use, no new application covering all or a portion of the property involved in the original application, shall be accepted by the Department of Resource Management for a period of six months from the effective date of the final denial of the original application; provided that, upon a showing of a substantial change of circumstances, the **zoning administrator Director** may permit the filing of such new application prior to the expiration of such six-month period.
- **M.** <u>Appeal</u>. Appeal from the action of the Zoning Administrator or Planning Commission may be made according to the provisions of Section 28-112.
- **N.** <u>Renewal.</u> A use permit approved for an indefinite period shall be subject to periodic renewal every five years, or such other period of time as may be set by the Zoning Administrator or Planning Commission in approving a use permit. The Zoning Administrator shall administratively approve a use permit renewal if the following conditions are satisfied:
 - 1. the permittee owner has requested renewal,
 - 2. the permittee owner has paid a renewal fee as may be set by the Board of Supervisors pursuant to Section 11-111 of this Code, and
 - **3.** the use is being conducted in full compliance with all conditions of the use permit. If the Zoning Administrator is unable to approve a renewal, the use permit shall be set for revocation.

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Every use permit approved prior to October 28, 2010, and still in effect as of that date shall be subject to the renewal period and procedure described in this subsection unless a different renewal period or procedure is specifically described in the conditions of the permit.

O. <u>Conditions relating to specific uses</u>. In granting a use permit for the specific uses listed, the zoning administrator or planning commission shall impose conditions to ensure that the design and operational standards are met.

28.107 Variance

- **A.** <u>Authority of Planning Commission</u>. The Planning Commission shall have the power to grant variances from terms of this Chapter; except that, in no case shall a variance be granted to allow a use of land or buildings not permitted in the district in which the subject property is located.
- **B.** Conditions. Variances from the terms of this Chapter may be granted only when the following conditions are found:
 - 1. Because of special circumstances applicable to subject property, including size, shape, topography, location or surroundings, the strict application of this Chapter is found to deprive subject property of privileges enjoyed by other properties in the vicinity and under identical zone classifications.
 - 2. Variance granted shall not constitute a grant of special privilege inconsistent with the limitations upon other properties in the vicinity and zoning district in which subject property is situated.
- C. <u>Application</u>. Applications for variances shall be filed by the owner or the owner's agent with the Zoning Administrator Department upon such forms and accompanied by such plans and data as may be prescribed by the Zoning Administrator so as to assure the fullest practical presentation of facts for the permanent record. Each application for any variance shall be accompanied by a fee or fees as may be set by the Board of Supervisors by resolution pursuant to Section 11-111 of this code. No part of such fee shall be refundable.

D. Public hearing.

The Planning Commission shall hold a public hearing shall be held on a variance permit application.

- **E.** Public notice. Notice of the hearing shall be given pursuant to Section 28-14 of this Chapter.
- **F.** <u>Action</u>. The Planning Commission may grant a variance permit, provided the conditions set forth in subsection (B) of this Section are satisfied. The applicant shall be forthwith notified of the action taken.
- **G.** <u>Revocation Expiration</u>. In any case where a granted variance permit has not been exercised within one year after the date of granting thereof, then without further action by the Zoning Administrator or Planning Commission, the variance granted shall be null and void.
- **H.** Reapplication. Whenever a variance permit application has been denied for a specific use, no new application covering all or a portion of the property involved in the original application shall be accepted by the Planning Commission for a period of six months from the effective date of the final denial of the original application; provided, that upon a showing of a substantial change of circumstances, the Planning Commission may permit the filing of such new application prior to the expiration of such six-month period.

28.107 Variance 107.1

I. <u>Appeal.</u> Appeal from the action of the Planning Commission may be made according to the provisions of Section 28-112.

<u>Minor revisions</u>. Minor revisions not constituting substantial alteration in the variance permit or any element thereof may be reviewed and approved by the Planning Commission. Each application for a minor revision shall be accompanied by a fee as may be set by the Board of Supervisors pursuant to this code. No part of said fee or fees shall be refundable.

28.107 Variance 107.2

28.108 Waiver

Waiver of any of the residential minimum development standards in Section 28.72.10(A)(1) may be granted if the proposed dwelling is compatible with the surrounding neighborhood in accord with the architectural standards set forth in Section 28.91, subject to notice as set forth in Section 28-04(F) of this Chapter.

28.108 Waiver 108.1

28.109 Zoning Clearance

28.109.10 Purpose

A zoning clearance certifies that an existing development or use of property conforms with all current requirements of the Solano County zoning regulations and, if applicable, the terms and conditions of any previously approved development permit or variance.

28.109.20 Procedure

- A. Application. An owner may apply for a zoning clearance in order to obtain verification that a land use conforms to the requirements of this Chapter. Applications for a zoning clearance shall be filed with the Planning Division of the Department of Resource Management on the forms prescribed by the Zoning Administrator. At the time the application is filed, the applicant shall submit the required filing fees prescribed by the Board of Supervisors. All other plans, specifications and information that may be required by the Department to demonstrate compliance with the zoning regulations shall be filed with the application.
- **B.** Processing Applications. Within ten (10) working days of accepting an application, the Planning Division shall review the proposed development for conformance with the Solano County Zoning Regulations and, if applicable, the terms and conditions of any previously approved development permit, variance, or subdivision.

28.109.30 Issuance

- **A. Approval.** Upon completion of the required Planning Division review, a zoning clearance certificate shall be approved by the Director if, based upon information provided by the applicant, all of the following findings are made:
 - a. The development or land use complies with the terms and conditions of any applicable permit and/or subdivision map that was previously approved for such development; and
 - b. The development or land use is not located on the same lot or ownership where conditions exist or activities are being conducted in violation of the Solano County Code
- **B.** Decision Final. The Director's approval of a zoning clearance is <u>final and may not be</u> appealed, but it may be reviewed by the Board of Supervisors pursuant to Section 28.112(F).

28.110 Operations of Chapter

28.111 Amendment of Chapter

This Chapter may be amended by changing the boundaries of districts or by changing any other provision thereof whenever the public necessity and convenience and the general welfare require such amendment by following the procedure of this Section.

A. <u>Initiation</u>. An amendment may be initiated by:

- 1. One or more owners of property to be affected by the proposed amendment, The upon a verified petition of one or more owners of property affected by the proposed amendment, which petition shall be filed with the Planning Commission Department of Resource Management, shall be accompanied by a fee or fees as may be set by the Board of Supervisors by resolution pursuant to Section 11-111 of this Code. No part of such fee shall be refundable.
- 2. By the Director of Resource Management as the Director deems necessary, or at the direction of the Planning Commission or the Board of Supervisors. Resolution of Intention by the Board of Supervisors.
- 3. Resolution of Intention by the Planning Commission.

B. Public hearings.

- 1. The Planning Commission shall hold a public hearing on any proposed amendment that changes any property from one zone to another or imposes, modified or removes any regulation which affects the permitted uses of real property, including land, buildings, signs and other structures.
- 2. Notice of the hearing shall be given pursuant to Section 28-04 of this Chapter.
- 3. Following After conclusion of its the aforesaid hearing, the Planning Commission shall make render its findings decision by recommending and take action to approval, approval with modifications, or disapproval of or disapprove the proposed amendment. Whenever an approval action is taken, The recommendation shall include the reasons for the recommendation, and shall describe the relationship of the proposed amendment to the General Plan and any applicable specific plan. The Planning Commission shall file with the Board of Supervisors an attested copy of a report of its findings and recommendations relative to the approval action taken within ninety days after the notice conclusion of the public hearings provided, that such time limit may be extended upon mutual agreement of the initiator of the amendment and the Planning Commission. Failure of the Planning Commission to act within ninety days without the aforesaid agreement, shall be deemed to be approval of the proposed amendment by the Planning Commission. The Board of Supervisors shall be notified whenever the Planning Commission fails to act. In the absence of an appeal from the Planning Commission shall be final.
- **4.** Upon receipt of such report from the Planning Commission or upon the expiration of ninety days as aforesaid, the Board of Supervisors shall set the matter for public hearing

and shall give notice thereof by first-class mail to the same persons and organizations who were given notice of the Planning Commission hearing, and by publication in a newspaper of general circulation within the County at least ten days prior to such hearing. After conclusion of the its hearing, the Board of Supervisors may adopt enact the proposed amendment or any part thereof in such form as the Board may deem advisable The Board may impose conditions to zoning reclassification or property where it finds that such conditions must be imposed so as not to create problems inimical to the to protect the public health, safety, and general welfare of the County, or it may deny the propose amendment. Prior to enacting any alternative to the proposed amendment that was not previously considered by the Planning Commission during its hearing, the Board shall first refer the alternative to the Planning Commission for report and recommendation. The Planning Commission is not required to hold a public hearing or issue a report and recommendation on the alternative. Failure of the Planning Commission to issue a report and recommendation within sixty (60) days after the Board makes its referral shall be deemed to be a positive recommendation on the alternative.

- 5. The decision of the Board of Supervisors shall be rendered within sixty days after the report becomes due. Upon the consent of the Planning Commission, any petition for an amendment may be withdrawn upon the written request of a majority of all persons who signed such the petition. The Board of Supervisors or the Planning Commission, as the case may be, may, by resolution, abandon any proceedings for an amendment initiated by its own resolution direction; abandon any proceedings for an amendment initiated by its own resolution of intention; provided, that such abandonment may be made only when such proceedings are before such body for consideration; and provided further, that any hearing of which public notice has been given shall be held.
- **6.** Whenever a petition for an amendment to this Chapter has been denied, no new petition for the same amendment shall be accepted by the Planning Commission Department for a period of one year from the effective date of the final denial of the original petition; provided, that upon a showing of a substantial change of circumstances, the Planning Commission Director may permit the filing of such new petition prior to the expiration of such one-year period. Nothing contained herein shall prevent the Board of Supervisor or Planning Commission from at any time initiating any proceedings which either of such bodies may initiate pursuant to this Chapter.

28.112 Appeals

- **A.** The Planning Commission shall have power to hear and decide appeals when it is alleged by the appellant that there is error in any order, requirement, permit, decision or determination made by an administrative official or architectural review committee in the administration or enforcement of this Chapter.
- **B.** Any person, firm, corporation, unincorporated association, public officer, or agency aggrieved or affected by any determination of this Chapter may, within ten days, file an appeal in writing with the Planning Commission secretary. In the written appeal, the reasons of the appeal shall be outlined and said appeal shall be accompanied by such fee or fees as may be set by the Board of Supervisors pursuant to Section 11-111 of this Code. No part of said fee or fees shall be refundable, except that the Zoning Administrator may waive the fee for a nonprofit social service organization, including a church. Filing of an appeal shall stay all proceedings until determination of the appeal. Upon receipt of such appeal, the Planning Commission secretary shall set the date for a public hearing, to be held within thirty-five days thereafter. Notice of the hearing shall be given pursuant to Section 28-14 of this Chapter, except that if the project has been previously posted, it need not be reposted.
- **C.** The Zoning Administrator shall transmit to the commission copies of all papers constituting the record of action appealed, including a written statement setting forth the reason for his decision.
- **D.** Upon hearing the appeal, the Planning Commission shall find that the decision appealed from shall be affirmed, reversed, or modified. Notice of the Commission's decision shall be mailed forthwith to the original applicant who has filed with the Commission a written request therefore.
- **E.** Any person, firm, corporation, unincorporated association, public officer or agency aggrieved or affected by any determination of the Planning Commission may, within ten days, file an appeal in writing with the Board of Supervisors. A copy of such appeal shall be submitted by the appellant to the Planning Commission. In the written appeal, the reasons of the appeal shall be outlined and said appeal shall be accompanied by such fee or fees as may be set by the Board of Supervisors pursuant to Section 11-111 of this Code. No part of said fee or fees shall be refundable, except that the Zoning Administrator may waive the fee of a nonprofit social service organization, including a church. Filing of an appeal shall stay all proceedings until determination of the appeal. Upon receipt of such appeal, the Board of Supervisors shall set the date for a public hearing, to be held within thirty-five days thereafter. Notice of the hearing shall be given pursuant to Section 28-04 of this Chapter, except that if the project has been previously posted, it need not be reposted.
- **F.** Notwithstanding any other provision of this Chapter, the Board of Supervisors, upon its own motion or motion of any individual member thereof made within ten days from the making of any final order, requirement, decision or determination by the Zoning Administrator or Planning Commission, may review, reaffirm, reverse or modify, wholly or in part, such final order, requirement, decision or determination. No fees shall be assessed. Notice of such review shall be delivered or mailed to the Zoning Administrator, the Planning Commission,

28.112 Appeals 112.1

and the original applicant. The notice shall include a provision for a public hearing, to be held within thirty-five days from the date of the motion. Notice of the hearing shall be given pursuant to Section 28-04 of this Chapter, except that if the project has been previously posted, it need not be reposted.

28.112 Appeals 112.2

28.113 Enforcement of Chapter

- **A.** All departments, officials and public employees of the county which are vested with the duty or authority to issue permits or licenses shall conform to the provisions of this chapter, and shall issue no such permits or licenses for uses, buildings, or purposes where the same would be in conflict with the provisions of this chapter; and any such permits or licenses, if issued in conflict with the provisions of this chapter, shall be null and void.
- **B.** It shall be the duty of the zoning administrator, resource management director, or the planning commission to issue a notice of violation to any person who has erected, constructed, reconstructed, moved, converted, altered, or added to any building or structure in violation of these provisions, or who is using or allowing the use of that person's property in violation of these provisions. The notice of violation shall specify what corrective action is required and when the corrective action shall be completed.
- **C.** Any person who sets up, erects, constructs, alters, enlarges, converts, moves, or maintains any building contrary to the provisions of this chapter, or any person who continues an unauthorized use which has not been brought within the provisions of this chapter as required by the notice of violation, is guilty of a violation of this chapter.
- **D.** Notwithstanding Section 1-17 of this code, any violation of this chapter shall be an infraction punishable by a fine not exceeding \$250.00 for each separate offense; provided, that in any accusatory pleading charging a violation of this chapter, if the defendant has been previously convicted one or more times of a violation of this chapter, such previous convictions shall be charged in the accusatory pleading, and, if such previous convictions are found to be true, or are admitted by the defendant, any violation shall be a misdemeanor punishable by imprisonment in the county jail for a term not exceeding six (6) months, or by a fine not exceeding \$1,000.00, or by both. Every day any violation of this chapter shall continue shall constitute a separate offense.

E [Repealed.]

- **E.** Any violation of the terms or conditions of any permit or entitlement issued by the zoning administrator, planning commission, or board of supervisors pursuant to this Chapter shall constitute a violation of this Chapter and shall be deemed to be a public nuisance.
- **F.** Any violation of the provisions of this Chapter may be remedied by civil action for injunctive relief or other appropriate proceedings.
- **G.** All remedies listed in this Chapter, including permit revocation, shall be cumulative and not exclusive.

28.114 Nonconforming Uses

- **A. Purpose.** The purpose of this section is to establish uniform provisions for the regulation of nonconforming lots, structures, and uses of land and structures that were legally established before the amendment, of this Chapter, or previously adopted County ordinances, but which would be prohibited, regulated, or restricted differently under the current provisions of this Chapter or future amendments.
- B. Intent. It is the intent of this Chapter, with limited exceptions, to:
 - 1. <u>Discourage the long-term continuance of these nonconformities, providing for their eventual elimination, but to permit them to exist under the limited conditions outlined in this section.</u>
 - 2. Prevent nonconforming uses and structures from being enlarged, expanded, or extended, or being used as justification for adding other structures or uses that are prohibited by the provisions of this Chapter applicable to the zoning distret in which the nonconformity is located.
- C. Continuance of Existing Nonconforming Uses. The lawful An ongoing use of land or buildings lawfully established existing prior to the adoption of any provision of this Chapter on January 29, 1959, although such use that renders such use nonconforming with does not conform to the regulations currently specified by this Chapter for the district in which such land is located, may be continued; provided, that no such use shall be enlarged or increased, nor be extended to occupy a greater area than that occupied by such use at the time of the adoption of this Chapter such use was rendered nonconforming; and provided further, that if such use ceases as hereinafter provided, the subsequent use of such land shall be in conformity to the regulations specified by this Chapter for the district in which such land is located.
 - 1. Repairs and Maintenance. Except as may be provided in 28.114(H) below, ordinary maintenance and repairs may be made to any nonconforming structure or building; provided that, no structural alterations are made except those required by law or ordinance; and provided further, such work does not exceed twenty-five percent of the actual value of the structure or building in any one-year period.
 - 2. Destruction and Reconstruction. Except as may be provided in 28.114H below, if at any time a building in existence prior to an amendment to this Chapter on January 29, 1959, which does not conform to the regulations, including parking regulations for the district in which it is located, is damaged or destroyed by fire or other natural hazard, explosion, act of God, or act of the public enemy, to the extent of more than sixty percent of the actual value of the structure or building according to the assessment by the County assessor for the fiscal year during which such destruction occurs, the land and building shall be subject to all the regulations specified by this Chapter for the district in which such land and building are located.

- **3. Expansion.** Except as provided in 28.114(H) below, a nonconforming lot, use of the land or structure shall not be permitted to expand.
- 4. Structural Alterations. Except as provided in 28.114(H), structural alterations other than repairs, maintenance or reconstruction, shall not be permitted for a nonconforming use of the land or structure.
- **D.** Nonconforming Lots. Nonconforming lots are lots legally established prior to the adoption of this Chapter or any subsequent amendments, which do not meet one or more development standards for lot area, lot frontage or lot access. Notwithstanding such nonconformities, development may be approved pursuant to this Chapter if the Director of Resource Management determines that such development is in compliance with all other provisions of this Chapter.
- **E.** Use Permits. Any use for which a use permit is required and may be granted by the terms of this Chapter shall be considered a nonconforming use unless and until a use permit is obtained in accordance with Section 28-106. The approval of a use permit shall supersede and extinguish any grandfathered rights to continue the nonconforming use.
- **F. Termination.** If the actual operation of a nonconforming use of a building ceases for a continuous period of six months, unless the legal owner can establish valid proof to the contrary, such cessation of the nonconforming use shall be considered abandonment. Without further action by the Planning Commission, the building and the land on which the building is located, shall be subject to all the regulations specified by this Chapter for the district in which such land and building are located.
- **G. Zoning Clearance.** Prior to the issuance of a building permit, business license, grading permit, well or septic permit for a nonconforming use, a zoning clearance must be issued by the Director of Resource Management that sets forth the extent of nonconformity and the permissible repair, maintenance, or alteration that may be made to the structures, buildings, and ownership.

H. Exceptions.

1. Prior Commencement of Construction. Nothing contained in this Chapter shall be deemed to require any change in the plans, construction or designated use of any building for which a building or other construction permit was issued and upon which actual construction was lawfully begun prior to January 29, 1959 the adoption of any amendment to this Chapter. Actual construction is hereby defined to be the actual placing of construction materials in their permanent position, fastened in a permanent manner; actual work in excavating a basement; or the demolition or removal of any existing structure begun preparatory to rebuilding; provided, that in all cases, actual construction work shall be diligently carried on until the completion of the building or structure involved.

Signs. Any sign which moves, blinks, flashes, oscillates, rotates, pulses in sequence, or is wind driven or otherwise animated which is lawfully in use on August 28, 1975, although such use does not conform to the regulations specified by this Chapter or of the district in

which such land is located, may continue to be used for a period of three years from August 28, 1975, at which time such nonconforming signs shall be fastened, secured, or corrected so that they no longer move, blink, flash, oscillate, rotate, pulse in sequence, are wind driven, or are otherwise animated; provided, that no such sign shall be enlarged or relocated; and provided further, that if such sign ceases to be used, as provided in subsection (c) above, the subsequent use of such sign shall be in conformity with the regulations specified by this Chapter for the district in which such sign is located.

Roosters in the R-R District. Any ownership located within the "R-R" Rural Residential District on which more than one (1) rooster per acre is kept which was lawfully permitted on July 22, 1992, although such use does not conform to the regulations specified by this Chapter for the "R-R" Rural Residential District in which such ownership is located, may continue for a period of ninety (90) days from July 22, 1992, or until October 20, 1992, at which time the nonconforming number of roosters shall be corrected, as provided in subsection (a) above and the subsequent use of roosters shall be conformity with the regulations specified by this Chapter for the "R-R" District in which such use is located.

Roosters in the R-E District. Any ownership located within the "R-E" Rural Residential District on which any rooster is kept which was lawfully permitted on June 10, 1993, although such use does not conform to the regulations specified by this Chapter for the "R-E" Residential Estate District in which such ownership is located, may continue for a period of ninety (90) days from June 10, 1993 or until September 8, 1993, at which time the nonconforming number of roosters shall be corrected, as provided in subsection (a) above. Failure to take corrective action or comply with this section shall constitute an animal nuisance as defined in Section 4-11 of this code.

- 2. Companion Living Units. Notwithstanding the provisions of Section 10 of this Chapter, where Companion Living Unit and Secondary Living Unit are defined, certain unpermitted, non-conforming dwelling units may be brought into compliance with the Solano County Code and the California Building Code. The provisions set forth in this subsection shall only be applicable through December 31, 1996, after which all provisions of this Code shall apply. In determining whether a non-permitted improved residential structure may achieve permitted status as either a Companion Living Unit or a Secondary Living Unit, the following criteria shall apply:
 - **a.** The unit shall have existed as a substantially improved dwelling prior to December 8, 1994; and
 - **b.** In the case of Companion Living Unit, as defined, the improved livable space may be no larger than 850 square feet, either as it existed or as it shall be altered, so as to not exceed the maximum square footage allowable under the Solano County. Code immediately prior to the adoption of Ordinance No. 1497. The 850 sq. ft. maximum livable space shall not be retroactively applied to Secondary Living Units, as defined, seeking permitted status under this section; and

- **c.** All necessary building permits shall be applied for and obtained and as-built construction approved by the Building Official as conforming with the applicable zoning and building codes; and
- **d.** The property owner shall certify that the Companion Living Unit shall be solely used for the purposes of providing independent living quarters for one or more adult persons who are sixty years of age or over, handicapped or convalescent. Either the principal residence or companion living unit shall be owner occupied.

Principal Streets. The definition of Principal Street contained in Section 28 10 of this Chapter shall not affect the validity of any conditional use permit approved prior to November 4, 1997, nor affect the authority of the County to extend the term of, or otherwise modify, such conditional use permits. In addition, that definition shall not apply to the review and consideration of any conditional use permit application that was filed prior to a November 4, 1997. As to such previously approved permits or previously submitted permit applications, such uses shall be subject to the location requirements specified in Section 28-53 of this Chapter, but the determination of whether a street is a principal street shall be based on existing and anticipated traffic patterns within the vicinity of the project.

Churches. The development standards set forth in Section 28-73.30(B)(1), subdivisions (a) through (i), inclusive, shall not affect the validity of any conditional use permit approved prior to November 4, 1997, nor affect the authority of the County to extend the term of, or otherwise modify, such conditional uses permits.

- **3. Dwellings.** Nonconforming primary and secondary dwellings, and duplexes, which were lawfullyestablished, may continue subject to the following restrictions:
 - **a.** Repairs and Maintenance. Ordinary maintenance and repairs may be made to any nonconforming primary or secondary dwelling or duplex, provided that, no expansion or structural alterations are made except those required by law or ordinance, or as provided for below.
 - b. Destruction and Reconstruction. If at any time a primary or secondary dwelling or duplex in existence on January 29, 1959, which does not conform to the regulations, including parking regulations for the district in which it is located, is damaged or destroyed by fire, explosion, act of God, or act of the public enemy, a new primary or secondary dwelling or duplex may be constructed in the same location, provided it does not expand the area of the previous footprint by more than 25 percent. The new dwelling will remain legal nonconforming.
 - c. **Expansion.** The square footage area of a primary or secondary dwelling or duplex may be expanded by up to 25 percent, or to the maximum size permitted under current regulations, whichever is less.
 - d. **Structural Alterations.** <u>Structural alterations are permitted for a nonconforming primary or secondary dwelling or duplex.</u>

e. **Zoning Clearance Required.** Prior to the issuance of a building permit, grading permit, septic or well permit for a nonconforming primary or secondary dwelling or duplex, a zoning clearance must be obtained that sets forth the extent of nonconformity and the permissible repair, maintenance, alteration or expansion of the dwelling.

28.115 Planning Commission.

The Planning Commission shall have power to hear and decide questions involving the enforcement of this Chapter when such questions are based upon the interpretation thereof.

The Commission shall perform the duties and functions prescribed by State law and this Chapter Solano County ordinances, including the following:

- 1. The review and approval, conditional approval or denial of development projects under the jurisdiction of the Commission as provided for by this Chapter; and
- 2. The making of recommendations to the Board for final decisions on General Plan Amendments, Development Agreements, Zoning Regulation Amendments, Specific Plans and Amendments, Zoning Map Amendments, environmental documents associated with the preceding project types, and other applicable policy or ordinance matters related to the County's planning process.
- 3. The Planning Commission may establish rules of procedure governing all hearings required by this Chapter and the laws of the state. Upon the adoption of rules of procedure by the Planning Commission, the same shall be filed in the office of the Zoning Administrator and copies of such rules of procedure shall be given to each person requesting the same.

28.116 Reserved Rules of Procedure

The Planning Commission may establish rules of procedure governing all hearings required by this Chapter and the laws of the state. Upon the adoption of rules of procedure by the Planning Commission, the same shall be filed in the office of the Zoning Administrator and copies of such rules of procedure shall be given to each person requesting the same.

28.116 Rules of Procedure 116.1

28.117 Zoning Administrator

The Director of Resource Management or his or her designee shall serve as the Zoning Administrator and perform the duties and functions assigned by this Chapter. who shall administer the zoning plan in accordance with the provisions of this chapter and the instructions of the planning commission.

28.118 Director of Resource Management

A. Authority.

The Director of Resource Management may designate one or more employees of the Department to perform the duties and functions assigned to the Director by this Chapter.

28.119 Reserved

28.119 Reserved 119.1