City of Santa Clara
The Center of What's Possible

Architectural Review - Development Review Hearing Process Flowchart

Step 1: Project Submitted.
Submittal of application, supporting materials, and fees. See application submittal requirements.

Step 2: Project Manager Assigned.
Project manager evaluates the project and is the primary contact for the applicant.

Step 3: Completeness Review: Project Clearance Committee / Project Manager Review.
Internal review by city departments for compliance with submittal checklist, codes and regulations

No PCC required for single-family review

California Environmental Quality Act
See CEQA Process Flowchart.

No

Is the Application Deemed Complete/Cleared?

Yes

Step 4: Schedule Development Review Hearing.

Step 5: Public Hearing Notice Mailed & Staff Report Published.

Step 6: Director or Designee Decision.
Decision is made on project whether to issue the approval or denial for the request.

Appeal?
An appeal may be filed within seven calendar days of the decision. See Appeals Process Flowchart.