

**Sonoma County Permit and Resource Management  
Permits Plus Number Scheme and FileType (aka Permit Type) Definitions**

PRMD processes many types of applications and permits. As of July 1, 1999, the first three characters of the file number indicate FileType. A variety of number schemes were used on historical files which can be found in Permits Plus. In order to provide a complete list of Number Scheme/FileType Definitions, all are included in this document.

**Number Key: xx-xxxx**  
The last two digits of the year the file was created, followed by an ascending numeric value. Used for all files created on and after July 1, 1999.

**Sample: xxx08-0010**  
This is the 10th file of its type created in calendar year 2008.

**Number Key: xxxxxxxx**  
A numeric value, most often associated with a historical file. Many historical files were created in systems which did not accommodate current numbering

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<b>Number Scheme:</b>	<b>FileType (aka Permit Type) Description:</b>	<b>Activity Type: (Staff use)</b>
A-xxxxxx	Historical - Building Permit Created prior to 1974.	<i>OLD-BLDG</i>
ACCxx-xxxx	Planning - Administrative Certificate of Compliance Tracks the verification of existing separate legal lots in compliance with the Subdivision Map Act.	<i>B-ACC</i>
ACOxx-xxxx	Agricultural Commissioner - Erosion Control Tracks Vineyard/Orchard planting/replanting applications processed by the Sonoma County Agricultural Commissioner.	<i>AB-ACO</i>
ADAx-xxxx	Planning - Administrative Appeal of Zoning Interpretation Tracks an appeal of any decision or determination made by planning staff.	<i>C-ADA</i>
ADRxx-xxxx	Planning - Administrative Design Review Tracks new structures in scenic resource areas and new uses in commercial areas to minimize their visual impacts.	<i>AB-ADR</i>
AEXxx-xxxx	Building - Agricultural Exemption Permit Building permit exemption created on or after July 5, 1995 for a structure designated for agricultural uses only.	<i>B-AEX</i>
AGPxx-xxxx	Planning - Agricultural Preserve / Williamson Act Establishes and tracks Williamson Act Contracts. These contracts legally restrict the use of the land to an agricultural use for a minimum of 10 years.	<i>C-AGP</i>
ANNEX-xxxx	Annexation Tracks the annexation of a parcel into the jurisdiction of an incorporated city.	<i>ANNEX</i>
B-xxxxxx	Historical - Building, Grading or Demolition Permit Created prior to July 1, 1999.	<i>OLD-BLDG</i>

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BLDxx-xxxx	Building Permit Created on or after July 1, 1999.	A-BLD, B-BLD, WA-BLD
CCCxx-xxxx	Planning - Conditional Certificate of Compliance Tracks a request to legalize land which was subdivided improperly.	C-CCC
CMOxx-xxxx	Planning - Certificate of Modification Tracks the modification of notes or conditions on a previously recorded subdivision map.	C-CMO
CPHxx-xxxx	Planning - Coastal Permit - With Hearing Tracks progress of public hearings that are required within the Coastal Plan area.	C-CPH
CPNxx-xxxx	Planning - Coastal Permit - No Hearing Tracks the progress of an administrative project within the Coastal Plan area when a hearing is not legally required.	B-CPN
D-xxxxxx	Historical - Building Permit Exemption Building permit exemption created prior to July 5, 1995 for a structure designated for agricultural uses only.	OLD-BLDG
DEMxx-xxxx	Demolition Permit Created on or after July 1, 1999.	AB-DEM
DRHxx-xxxx	Design Review - With Hearing Tracks the progress of public hearings that are required for certain major projects.	C-DRH
DRNxx-xxxx	Drainage Permit Created on or after July 1, 2004 to track storm water drainage for a project not covered under another permit type.	AB-DRN
DUAxx-xxxx	Planning - Dwelling Unit Allotment Tracks the number of single family dwellings in the Sebastopol and Sonoma Valley planning areas.	A-DUA
E-xxxxxx	Historical - Electrical Permit Created prior to 1982.	OLD-BLDG
ENCxx-xxxx	Encroachment Permit Granting authority to perform work in a public right of way.	AB-ENC
FLD-xxxxxx	Rapid Evaluation Safety Assessment Tracks information about a structure which has been affected by a flood or other storm damage.	FLOOD
GPAXx-xxxx	Planning - General Plan Amendment Tracks requests to change the General Plan designation on one or more	C-GPA
GRDxx-xxxx	Grading Permit	AB-GRD

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	Created on or after July 1, 1999.	
I-xxxxxx	Historical - Trailer or Mobile Home Permit Created prior to July 5, 1995.	OLD-BLDG
ICCxx-xxxx	Historical - In-Channel Construction Permit Required when a waterway was disturbed by construction activity (in compliance with Ordinance 1108).	AB-1108
LLAxx-xxxx	Planning - Lot Line Adjustment Tracks the lot line adjustment process on 2 or more parcels.	B-LLA, C-LLA
MJSxx-xxxx	Planning - Major Subdivision Tracks the progress of a request to divide a parcel into more than four lots.	C-MJS
MNSxx-xxxx	Planning - Minor Subdivision Tracks the progress of a request to divide a parcel into four or fewer lots.	C-MNS
MSCxx-xxxx	Miscellaneous Sales / Fees Used for map sales, copy charges and minor requests when no other file type is applicable.	MISC
OPRxx-xxxx	Septic - Operational Permit Permit to operate a non-standard septic system or to monitor a standard septic system under certain circumstances.	B-OPR
ORD-xxxx	Ordinance - Board of Supervisors Tracks the map associated with a zoning district change approved by the Board of Supervisors.	ORD(BOS)
ORDxx-xxxx	Planning - Ordinance Determination / Interpretation Tracks requests for waiver of covered parking requirements and complex determinations on legal non-conforming status of buildings or uses.	AB-ORD
P-xxxxxx	Historical - Plumbing Permit Created prior to 1980.	OLD-BLDG
PLPxx-xxxx	Planning - Concurrent Processing Project Tracks multiple planning files on the same parcel which are being processed concurrently.	C-CPP
PRExx-xxxx	Pre-Application Meeting Tracks preapplication meetings.	B-PRE
PXxxxxxx	Historical - Building Plan Check Created prior to July 5, 1995.	OLD-BLDG

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R/S xx-xxx	Record of Survey Tracks the plan check of a Record of Survey created by a licensed land	R/S
RNCxx-xxxx	Address / Road Name Assignment Tracks an address change or road name assignment process.	C-RNC
ROIxx-xxxx	Roiling Permit Required when a natural waterway will be disturbed by construction activity.	C-3836R
S-xxxxxx	Historical - Septic System Permit Created prior to July 5, 1995.	OLD-BLDG
SB-547-xxx	Building - Unreinforced Masonry Structure Tracks information about unreinforced masonry structure in accordance with Senate Bill 547.	SB-547
SEPxx-xxxx	Septic System Permit Tracks the plan check and construction of a septic system. This type of file can also refer to the evaluation of an existing septic system.	B-SEP
SEVxx-xxxx	Building or Septic - Site Evaluation / Flood Zone Determination Used for a building or septic permit site evaluation or a flood zone determination.	SITE-BLD, SITE-W/S
SEWxx-xxxx	Sewer Permit Permit to connect to sewer system.	AB-SEW
SOIL-xxxxx	Soils Report Contains information on property soil reports on file with the department.	SOILREPT
SPAx-xxxx	Planning - Specific Plan Amendment Tracks requests to change the Specific Plan designation for one or more	C-SPA
SPExx-xxxx	Special Event Permit (Public) Allows a public event to be held in a public right of way.	AB-SPE
SRWP-xxxxx	Santa Rosa Wastewater Pipeline Project file used to track Geotechnical Exploration Wells	WELLS
SURxx-xxxx	Surveyor / Land Development Tracks various legal survey documents such as Subdivision Maps, Corner Records and Certificates of Corrections.	SURVEY
T-xxxxxx	Historical - Temporary Utility/Occupancy Permit Created prior to July 1, 1999.	OLD-BLDG
TEMxx-xxxx	Temporary Utility, Construction Trailer or Occupancy Permit Created on or after July 1, 1999.	A-TEM

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TRNxx-xxxx	Transportation Permit Required by state law when a vehicle which exceeds specified size or weight limitations is operated on a public roadway.	A-TRN
UPExx-xxxx	Planning - Use Permit Tracks a request for a project which requires a conditional use permit.	C-USE
V-xxxxx	Historical - Code Enforcement Violation / Complaint Tracks an allegation of a code violation.	VIO-BLDG, VIO-GRDG, VIO-PLAN, VIO-WSEP
VARxx-xxxx	Planning - Variance Permit Tracks requests to modify development criteria such as setbacks specified by the Zoning Code.	C-VAR
VBUxx-xxxx	Code Enforcement Violation - Building Tracks an allegation of building or housing code violation(s).	VIO-BLDG
VESxx-xxxx	Septic - Vesting Certificate Tracks an approved septic system or septic design to protect a property owner from changes in regulations during the term of a Vesting Certificate.	B-VES
VGRxx-xxxx	Code Enforcement Violation - Grading Tracks an allegation of grading code violation(s).	VIO-GRDG
VMxx-xxxx	Planning - Voluntary Merger Tracks requests to eliminate property lines between parcels under the same ownership.	AB-VMG
VPLxx-xxxx	Code Enforcement Violation - Planning / Zoning Tracks an allegation of planning/zoning code violation(s).	VIO-PLAN
VWSxx-xxxx	Code Enforcement Violation - Well and/or Septic Tracks an allegation of a failed septic system or contaminated well.	VIO-WSEP
WATxx-xxxx	Water System Permit Tracks the plan check and/or construction inspections(s) of a water system that serves two or more parcels.	B-WAT
WELxx-xxxx	Water Well Permit A well drilling, well destruction or pump test permit.	B-WEL
WP J-xx	Santa Rosa Wastewater Pipeline Tracks geotechnical borings related to the Geysers Pipeline project.	B-WEL
WP L-xx	Santa Rosa Wastewater Pipeline Tracks geotechnical borings related to the Geysers Pipeline project.	B-WEL
WP MB-xx	Santa Rosa Wastewater Pipeline	B-WEL

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	Tracks geotechnical borings related to the Geysers Pipeline project.	
WB MC-xx	Santa Rosa Wastewater Pipeline Tracks geotechnical borings related to the Geysers Pipeline project.	B-WEL
WP MNB-xxx	Santa Rosa Wastewater Pipeline Tracks geotechnical borings related to the Geysers Pipeline project.	B-WEL
WP NB-xx	Santa Rosa Wastewater Pipeline Tracks geotechnical borings related to the Geysers Pipeline project.	B-WEL
WP SB-xx	Santa Rosa Wastewater Pipeline Tracks geotechnical borings related to the Geysers Pipeline project.	B-WEL
WP SC-x	Santa Rosa Wastewater Pipeline Tracks geotechnical borings related to the Geysers Pipeline project.	B-WEL
ZCExx-xxxx	Planning - Zone Change Tracks the zoning district change process.	C-ZCE
ZPExx-xxxx	Planning - Zoning Permit Tracks many planning files including Home Occupation, Special/Cultural Events, Horse Boarding, Second Dwelling Units, and other minor projects.	AB-ZPE, AB-ZPE-2, B-ZPE
xxxxxx-B	Historical - Building, Grading and/or Violation File created in a legacy computer system prior to July 1, 1995 . These files can represent a building permit, grading permit and/or allegations of code violations.	VARIOUS
xxxxxx-M	Historical - Building, Grading and/or Violation File created in a legacy computer system prior to July 1, 1995 . These files can represent a building permit, grading permit and/or allegations of code violations.	VARIOUS
xxxxxx-S	Historical - Building, Grading and/or Violation File created in a legacy computer system prior to July 1, 1995 . These files can represent a building permit, grading permit and/or allegations of code violations.	VARIOUS
xxxxxx-G	Historical - Building, Grading and/or Violation File created in a legacy computer system prior to July 1, 1995 . These files can represent a building permit, grading permit and/or allegations of code violations.	VARIOUS
xx-xxxxx	Historical - Building, Grading and/or Violation File created in a legacy computer system prior to July 1, 1995 . These files can represent a building permit, grading permit and/or allegations of code violations.	VARIOUS