Erie County 239-Referral Process

Municipality

- Municipality receives application
- Action referred to county (if applicable)*
- Provide additional information

ERIE COUNTY

- County receives referral
- Determine Completeness
  - Request additional info if needed

DEP

- Determine if Major or Minor, and Assign to Staff

MINOR

- Complete Review (30 day window for review)
- Coordinate with other agencies

MAJOR

- Complete review/review with manager
- Send Response to Municipality
- County receives decision

OTHER COUNTY AGENCIES/DEPARTMENTS

(EO, DPA, ECDSM, EC, ECA, ECWA, Others)

- Send copy to interested departments

Review and comment

Agree with County: Notify County

Disagree: Majority +1 vote to override. Notify county.

* There may be a municipal agreement with the county as to whether an action is subject to 239 referral