

PLANNED DEVELOPMENT PERMIT

APPLICANT'S GUIDE TO PROCEDURES

WHAT IS A PLANNED DEVELOPMENT PERMIT?

A Planned Development Permit is the mechanism to implement density transfers and allow clustering of dwelling and commercial units. It provides for diversification in the relationship of structures, lot sizes, and open spaces in a planned fashion in conformance with the General Plan and with any modifications or exceptions from the normal zoning and subdivision requirements justified to achieve an integrated plan which accomplishes a density transfer or reduces adverse economic, social, or environmental impacts. A Planned Development Permit may be granted with the requirement that certain conditions be met. In order for it to be determined that the applicant intends to complete the development within a reasonable time, that the development conforms to the General Plan, and that any modifications or exceptions from normal requirements are justified, an application for a Planned Development Permit is subject to Planning & Building Services review, which may include preparation of an environmental document, and is subject to a public hearing. If your project is determined to have no significant environmental effect or to be exempt, no further review is required. If it is determined that a Negative Declaration is required, one of two fees will be charged depending on whether the Negative Declaration is prepared by staff in the Planning & Building Services Department or by a consultant. These fees, including required Fish & Game filing fees, are listed in the fee schedule. After the document is prepared it is circulated for public review for a period of 30 days.

If an Environmental Impact Report (EIR) is required, one of two fees will be charged depending on whether the EIR is prepared by staff in the Planning & Building Services Department or by a consultant. These fees, including required Fish & Game filing fees, are listed in the fee schedule. After preparation, the EIR is circulated for public review for a period of 45 days.

WHERE TO FILE?

Planning & Building Services (530) 283-7011
555 Main Street
Quincy, CA 95971

WHAT TO FILE?

1. The completed application form, along with a written project description that includes an estimated time period for completion of the proposed planned development. In addition, submit three (3) physical copies and one (1) electronic copy in PDF format of a Development Plan Map drawn at an appropriate scale.
2. The filing fee set forth on Planning & Building Services' fee schedule. ***(Please Note: There are two different fees depending on whether the application is being submitted separately or with a tentative map application.)***

PROCEDURE

Your application is investigated and a staff recommendation is prepared and mailed to you. A public hearing before the Zoning Administrator is scheduled and hearing notices are mailed to the owners of property within 300 feet. In addition, a legal notice of the public hearing is published in the newspaper not less than 10 days prior to the date of the hearing. It is recommended that the applicant or a representative be present at the hearing.

The decision of the Zoning Administrator is made at the public hearing. Appeals must be filed within 10 days from the date of the decision to be considered by the Board of Supervisors. The filing fee, paid to Planning & Building Services, is set forth in the fee schedule.

For additional information, contact Planning & Building Services at (530) 283-7011.

DEPARTMENTAL USE ONLY

Initial Completeness Verified by _____

Date Recv'd _____

Receipt No _____ \$ _____

File No. _____

DEVELOPMENT PERMIT APPLICATION

PLANNED DEVELOPMENT PERMIT

Instructions to applicant(s):

1. Complete the form and mail or take to: Planning & Building Services
555 Main Street
Quincy, CA 95971
2. Use additional sheets of paper if necessary to complete the information requested.
3. Pay the filing fee set forth in the fee schedule.
4. Make the check payable to Planning & Building Services.
5. Attach Hazardous Waste Certificate.

A. Applicant (s)

Name _____ Name _____

Mailing Address _____ Mailing Address _____

Telephone _____ Telephone _____

Email _____ Email _____

Interest in Property (Owner, Agent* or Purchaser*) _____

B. Owner (s)

Name _____ Name _____

Mailing Address _____ Mailing Address _____

Telephone _____ Telephone _____

Email _____ Email _____

C. Engineer or Surveyor

Name _____

Mailing Address _____

Telephone _____ Email _____

*If agent or purchaser is making application, attach letter of authorization signed by the owner.

D. Location

Project Name _____

Township _____ Range _____ Section _____

Street Address _____

Nearest Town _____

Assessors Parcel Number(s) _____

Size of land to be divided or developed _____

Number of parcels being created or number of structures to be built _____

Size of parcels being created: #1 _____ #2 _____ #3 _____ #4 _____ #5 _____

#6 _____ #7 _____ #8 _____ #9 _____ #10 _____

Circle one or more if applicable:

For: ☐ Commercial, ☐ Industrial, ☐ Multi-family, or ☐ Single-family residential use.

Use must coincide with General Plan designation and zoning.

E. Information

Please submit the appropriate following information as part of the Planned Development Permit application.

☐ Tentative map application for land division

☐ Special Use Permit application

☐ Development Plan for site construction

1. Describe the time in which it is intended that the development will be completed and explain why this is a reasonable time.

2. Describe any proposed development phasing.

3. Explain how the modification or exception from normal zoning and subdivision requirements, including transfers of density, is justified by achieving an integrated plan which reduces adverse social or environmental impacts.

G. CERTIFICATE AND WAIVER

I, having prepared this application, certify that the information provided is correct and waive any action against the County of Plumas in the event the County's action is set aside due to erroneous information provided herein.

Signature

Date

I (we), as owner(s) of this property, concur in this proposal and in the above certification/waiver.

Signature

Date

Signature

Date