



COUNTY OF YOLO

FLOOD HAZARD DEVELOPMENT PERMIT

Department of Community Services
292 West Beamer Street
Woodland, California 95695-2598

(530) 666-8775



County of Yolo

Taro Echiburú, AICP
DIRECTOR

DEPARTMENT OF COMMUNITY SERVICES

292 West Beamer Street
Woodland, CA 95695-2598
(530) 666-8775 FAX(530) 666-8156
www.yolocounty.org

Environmental Health
292 West Beamer Street
Woodland, CA 95695
(530) 666-8646

Integrated Waste Management
44090 CR 28 H
Woodland, CA 95776
(530) 666-8852

FLOOD HAZARD DEVELOPMENT PERMIT APPLICATION REQUIRED MATERIALS

The following list specifies the information needed to submit the proposed application.

ITEM	Required Number of copies
Application Fee(s): Please check with a planner regarding applicable fees	
Application Form (both sides, signed)	One (original)
Environmental / Project Site Questionnaire	One
Letter describing the extent to which any watercourse will be altered or relocated as a result of proposed development.	One
Location Map (may be combined with the Site Plan, below)	Three
Site Plan (See attached site plan sample and Site Plan Requirements), including: The proposed elevation in relation to mean sea level, of the lowest floor (including basement) of all structures; In Zone AO, elevation of highest adjacent grade and proposed elevation of lowest floor of all structures; or The proposed elevation in relation to mean sea level to which any nonresidential structure will be flood-proofed, if required by Yolo County Code Section 8-3.501.(c).(4); and All appropriate certifications listed in Section 8-4.403(d) of the County Code. (See attached requirements for issuance of a Flood Hazard Development Permit)	Three
One 8½ x 11 reduction of all maps, plans, etc.	One
Assessor's Parcel Map (project site outlined)	One
Preliminary Title Report or Copy of Deed	One
Digital files in PDF or other format loaded on a CD, of all the application plans and materials, as available	One (CD)
Additional Information: Depending upon the exact nature of the application, additional information may be required after submittal of the project application.	



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APPLICATION

Applicant Information				
Applicant		Company (if applicable)		
Street Address				
City	State	Zip	Daytime Phone	
Property Owner				
Street Address				
City	State	Zip	Daytime Phone	
Project Information				
Assessor's Parcel No.			Parcel size	
Property Address/Location				
Existing use of property				
Tax Rate Area(s) (taken from property tax bill):				
Application Request:				
Required Signatures				
<p>I hereby make application for the above-referenced land use entitlement and certify that this application, other documents, and exhibits submitted are true and correct to the best of my knowledge and belief. Should any information or representation submitted in connection with this application form be incorrect or untrue, I understand that Yolo County may rescind any approval or determination, or take other appropriate action.</p> <p>I hereby acknowledge that I have been informed of my right to make written request to the County to receive notice of any proposal by the County to adopt or amend a general or specific plan, or a zoning ordinance or other ordinance affecting building or grading permits, prior to action on said item.</p> <p>I also certify that I am the owner of the above property or have attached the owner's written consent to file this application. If more than one, please attach a consent letter for each property owner. If owner refuses or is unable to sign, provide copy of lease, title report or other documentation. I understand that verification of property ownership or interests in the property or application may be required.</p>				
Applicant's/Owner's Signature			Date	

PERMIT PROCESSING FEE AGREEMENT

I the undersigned, hereby authorize the County of Yolo to process the permit request on the previous side of this application in accordance with the Yolo County Code. I (the land owner and/or the applicant) am depositing a fee to cover staff review, coordination and processing costs in accordance with the adopted Yolo County Fee Resolution. The fee may consist of a one-time "flat" fee for minor applications or a "deposit" fee which will be used as an initial deposit to open one or more Work Order accounts to pay for staff time spent processing the application billed on a "time and materials" basis. By signing below, I agree to pay all permitting costs, plus any accrued interest, if the applicant does not pay costs.

I agree not to alter the physical condition of the property during the processing of this application by removing trees, demolishing structures, altering streams, and grading or filling. I agree not to start construction of any new structures prior to permit approval. I understand that such alteration or new construction may result in the imposition of criminal, civil or administrative fines or penalties, or may result in the delay or denial of the project application.

FISH AND GAME REVIEW FEES: I understand that my application and/or any applicable environmental document for my project may be referred to the California Department of Fish and Wildlife (CDFW) for review and comment in accordance with the provisions of the California Environmental Quality Act. Should this review be required, I understand that I must pay all fees for the cost of CDFW review as required by Section 711.4 of the Fish and Game Code (currently \$2,210.00 for Negative Declarations or \$3,069.25 for Environmental Impact Reports, plus \$50.00 County Clerk fee). Should these fees be required, I agree to remit a cashier's check or money order in the required amount, payable to the Yolo County Clerk, to the Planning Division prior to the posting of any Notice of Determination following project approval.

PROJECT CONDITION COMPLIANCE DEPOSIT: I understand that my project, if approved, may be subject to condition compliance monitoring by staff following approval. An additional deposit of \$1,305.92 will be required at that time to cover staff costs.

MITIGATION FEES OR REQUIREMENTS: I further understand that my project, if approved, may be subject to one or more mitigation fees including the following fees current as of 2015:

Swainson's Hawk mitigation fee - \$8,660 per acre of affected habitat

Agricultural mitigation in lieu fee - \$10,100 per acre of farmland converted (for projects less than five acres)

Inclusionary Housing in lieu fee – sliding scale for projects under 8/10 units (\$1,292 for single family house)

AFFIDAVIT OF CERTIFIED PROPERTY OWNERS

I further certify that the attached list of property owners contains the names and addresses of all persons to whom all property is assessed as they appear on the latest available assessment roll of the County within the area described on the attached application and for a distance of three hundred feet (300) from the exterior boundaries of the property described on the attached application.

I certify under penalty of perjury that the foregoing is true and correct.

CERTIFICATION STATEMENT OF HAZARDOUS WASTE OR SUBSTANCE SITE

Pursuant to the requirements of Section 63962.5 of the California Government Code, I certify that the project site for the above entitlement is not located on the State list of identified hazardous waste/or hazardous substance sites. I have reviewed the list kept at the Planning Division Public Counter.

REQUIRED SIGNATURES

I hereby certify that I have read all the above information on this page. All this information is correct and I agree to abide by the requirements therein.

PROPERTY OWNER OR AUTHORIZED REPRESENTATIVE:

NAME _____

SIGNATURE: _____ DATE _____

ENVIRONMENTAL / PROJECT SITE QUESTIONNAIRE

A. PROPOSED PROJECT SITE

1. Assessor Parcel Number(s):

2. Location (nearest public road, cross street, community, etc): _____
3. Size of Assessor Parcel Areas(s): _____ sq. ft./acres. _____
4. Existing Land Use(s): _____
5. Existing Building(s) and Structure(s): _____
6. Distinctive Physical Features (i.e. landslides, streams, faults): _____
7. Existing Vegetation: _____
8. Existing Access Routes (if any): _____
9. Existing Drainage Facilities/Direction: _____
10. Existing Water Supply (if any): _____
11. Existing Sanitation Facilities (if any): _____
12. List and Describe all Existing Easements: _____
13. Owner(s) of Mineral Rights: _____
14. Existing Land Conservation Contract and/or other deed restrictions (if any):

B. SURROUNDING PROPERTIES AND LAND USES

1. Land Uses (including type of crops if agricultural).

North: _____ South: _____

East: _____ West: _____

2. Buildings and Structures (indicate distance from project site).

North: _____ South: _____

East: _____ West: _____

3. Distinctive Physical Features and Vegetation.

North: _____ South: _____

East: _____ West: _____

FLOOD HAZARD DEVELOPMENT PERMIT

REQUIREMENTS

According to Section 8-4.401 of the Yolo County Code, a Flood Hazard Development Permit shall be obtained before any construction or other development begins within any area of special flood hazards established in Section 8-4.302. "Development" includes "any manmade change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials."

According to Section 8-4.403(a) of the County Code, the Floodplain Administrator shall review all Flood Hazard Development Permits to determine that:

- (1) the permit requirements of the chapter have been satisfied;
- (2) all other required state and federal permits have been obtained;
- (3) the site is reasonably safe from flooding; and
- (4) the proposed development does not adversely affect the carrying capacity of areas where base flood elevations have been determined but a floodway has not been designated. For purposes of this chapter, "adversely affects" means that the cumulative effect of the proposed development when combined with all other existing and anticipated development will increase the water surface elevation of the base flood more than one foot at any point."

Section 8-4.403(c) requires that "Whenever a watercourse is to be altered or relocated," the Administrator shall:

- (1) notify adjacent communities and the California Department of Water Resources prior to such alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administration, Federal Emergency Management Agency;
- (2) assure that the flood carrying capacity of the altered or relocated portion of said watercourse is maintained."

SITE PLAN REQUIREMENTS

The site plan shall be on a sheet NO LARGER than 24" x 36", except as otherwise specified by the pre-submittal planner. A clearly readable and reproducible reduction is also required if your site plan is larger than 8½" x 11". The north side of the lot should be at the top of the plan.

Please see an attached sample site plan. The following outline contains those items to be included on your site plan, **if applicable**:

A. PHYSICAL CHARACTERISTICS

The physical characteristics of the project need be accurately portrayed on the site plan include (where applicable):

1. North arrow and scale (preferably not less than 1" = 20').
2. Exterior dimensions of the property.
3. Setback dimensions (from property lines to structures) and distances between structures.
4. Existing and proposed structures labeled "existing" and "proposed". Locations of existing and proposed wells, septic tanks, leach lines and replacement areas.
5. Physical features of the site, including mature trees, topographical contours, and landmarks.
6. Use(s) of structures, noting those existing structures to be removed, including abandoned wells.
7. Gross floor area of each structure (may be shown on the structure or in the legend).
8. Existing and proposed paved areas, including type of surfacing and widths of all driveways, access easements, walks and rights-of-way.
9. Adjacent streets with names.
10. Location of existing and proposed easements (including utility easements).
11. Existing and proposed drainage facilities, including surface drainage patterns.
12. Location of fire hydrants, freestanding lighting fixtures, walls and fences.
13. Location of existing and proposed signs.
14. Location and dimensions of paved off-street parking (garage or carport will meet the off-street parking requirement).
15. Identify adjacent land uses (residential, commercial, industrial, agricultural)
16. Multi-family Residential and Commercial/Industrial only:

- a. Treatment of open areas, including recreational facilities, landscaping, storage and operations yards, etc.
- b. Location of trash enclosures.
- c. Square footage of proposed and existing construction. If WAREHOUSE or OFFICE, specify what percentage of office to warehouse space.
 - d. On-site parking, circulation and lighting.
 1. Layout and dimensions of parking area and spaces, including those for the handicapped; number the parking spaces and circle the highest number.
 2. Direction of traffic flows (shown with arrows).
 3. Off-street loading spaces and facilities (commercial/industrial only).
 4. Bicycle and motorcycle parking.
 5. Concrete curbing and retaining wall details.

B. TITLE BLOCK

A TITLE BLOCK shall be provided in one corner of each page of the plot plan, and contain the following information:

1. Proposed use(s).
2. Name, address and phone number of property owner and engineer or architect.
3. Assessor's Parcel Number and Project address (if applicable).

C. LOCATION MAP

A LOCATION MAP shall be provided on a separate map or page and include the following:

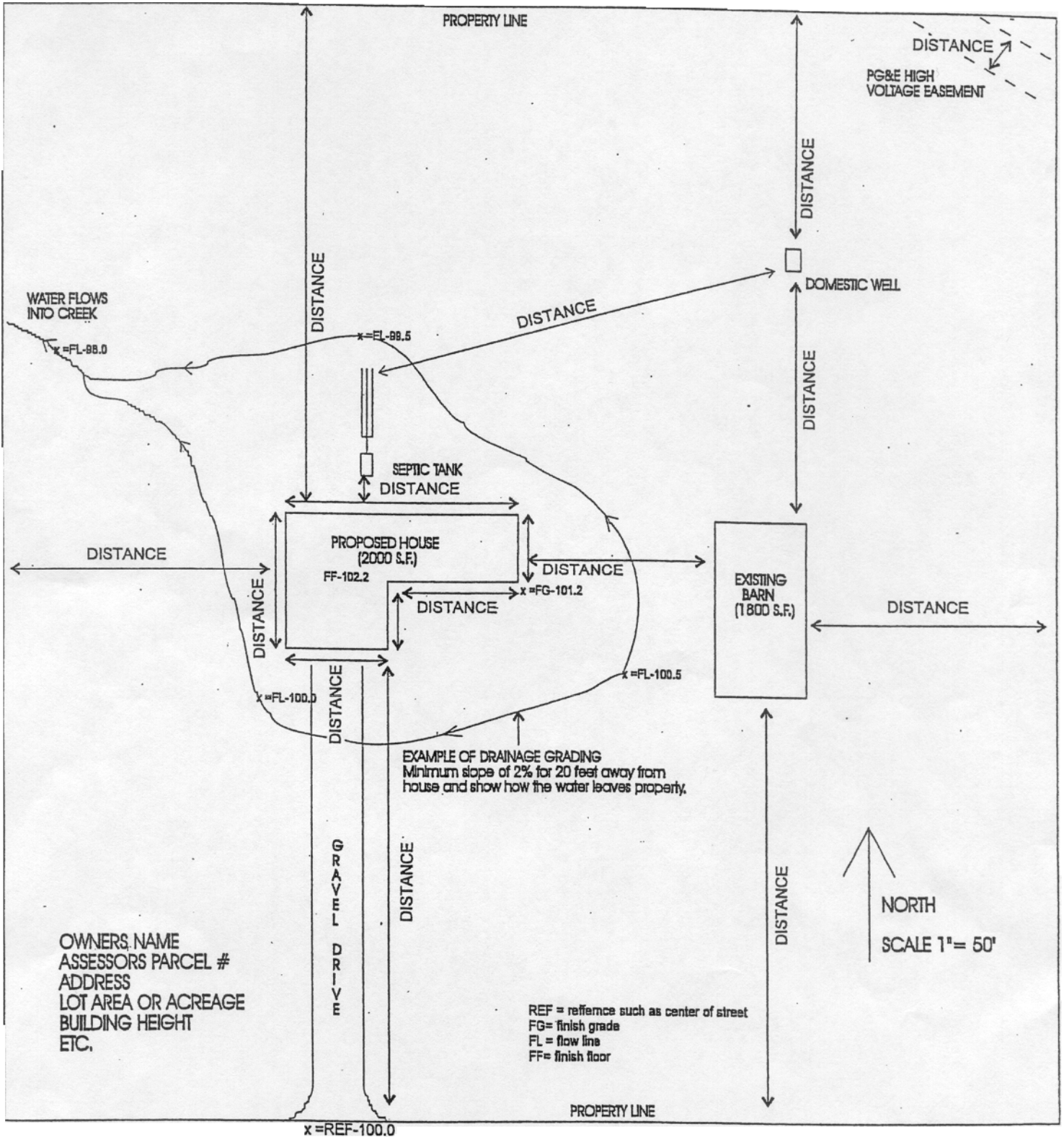
1. North arrow and scale.
2. Existing street pattern with names (from the property to the first public road). If the property is $\frac{1}{4}$ mile or more from the nearest public road, an approximate distance shall be shown.
3. Subject property identified with cross-hatching.

D. LEGEND

A LEGEND shall be provided, and shall include the following information:

1. Gross acreage of subject property and net area of property (excluding streets and access easements).
2. Number of required and proposed parking and loading spaces and parking area size in square feet.
3. Building coverage (square footage of structures divided by square footage of property).
4. Percentage of landscaping provided based on the gross area of site, parking and drive areas.

SAMPLE SITE PLAN



OWNERS NAME
ASSESSORS PARCEL #
ADDRESS
LOT AREA OR ACREAGE
BUILDING HEIGHT
ETC.

(without a true survey a point is picked as the reference elevation as the center of the street)

C) DIM ROAD such



COUNTY OF YOLO COUNTY

Department of Community Services

Environmental Health Division

292 W. Beamer Street, Woodland CA 95695

Phone: (530) 666-8646 Fax: (530) 669-1448

ENVIRONMENTAL HEALTH LAND USE REVIEW SURVEY

A building or business license application may require a review from Yolo County Environmental Health (YCEH) to ensure the compliance with County, State and Federal laws and regulations. Please complete this survey and answer questions pertaining to each YCEH unit and submit it as part of your complete application.

Site address:	City:	Zip code:
Existing business? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, name of business:	
Property and/or owner of business name:		
Phone number:	Email:	
Mailing address:	City:	Zip code:

Project Description: _____

Please answer the questions below pertaining to different units in Environmental Health to the best of your knowledge:

For Land Use Unit

1. Will your building or facility use a well for your drinking water source? Yes No
2. Will your building or facility use an onsite wastewater treatment system (i.e. septic system)? Yes No
3. Will your building or facility generate waste tires onsite? Yes No
4. Will your building or facility haul 10 or more waste tires at one time? Yes No
5. Will your building or facility conduct solid waste related operations including chipping, grinding and composting?
 Yes No
6. Are there unused septic tanks and/or wells on this site? Yes No

For Consumer Protection Unit

1. Will your building or facility store, prepare, package, serve, vend, or otherwise provide food for human consumption at the retail level? Yes No (*"Retail" means the storing, preparing, serving, manufacturing, packaging, transporting, salvaging, or otherwise handling food (any edible substance incl. beverage and ice) for dispensing or sale directly to the consumer or indirectly through a delivery service.*)
2. Will your building or facility have a public pool/spa? (A public pool/spa includes but is not limited to pools/spas located at hotels, motels, apartments, schools, health clubs etc.) Yes No
3. Will your building or facility be used for tattooing, body piercing or permanent cosmetics? Yes No

For Hazardous Materials Unit

1. Will your building or facility handle or store any hazardous materials (a hazardous material is a chemical that is flammable, corrosive, reactive or toxic)? Yes No
2. Will your building or facility generate hazardous materials waste (i.e. used oil)? Yes No
3. Are there unused/abandoned hazardous materials storage containers on this site? Yes No

**** Please turn over to complete and sign form ****

If you answered "yes" to Hazardous Materials question #1 or #2, please complete questions 1-10 below. Otherwise, you can skip the following questions:

1. Will your commercial facility handle any hazardous materials in quantities greater than 500 pounds, 55 gallons or 200 cubic feet of compressed gas? Yes No

2. Will your commercial facility repair or maintain motor vehicles or motorized equipment? Yes No
If yes, will your facility handle any of the following?
Motor oil Yes No Gasoline Yes No Grease Yes No
Antifreeze Yes No Hydraulic Oil Yes No Diesel Yes No

4. Will your commercial facility have an above ground storage tank (AST?) Yes No

5. Will your commercial facility sell motor vehicle fuel? Yes No
If yes, will your commercial facility have an underground storage tank (UST?) Yes No

6. Will your commercial facility engage in welding operations? Yes No
If yes, will your commercial facility handle more than one cylinder of acetylene, oxygen, shielding or other welding gases? Yes No

6. Will your commercial facility operate forklifts? Yes No
If yes, will your facility store more than one extra cylinder of propane? Yes No

7. Will your commercial facility store batteries with 55 gallons or more of acid? Yes No

8. Will your commercial facility engage in photography? Yes No
If yes, will your commercial facility generate photographic waste fluid? Yes No

9. Will your commercial facility engage in x-ray processing? Yes No
If yes, will your commercial facility generate x-ray processing waste fluid? Yes No

10. Will your facility handle yard trimmings, untreated wood wastes, natural fiber waste, or construction and demolition wood waste? Yes No
If yes, are these materials managed in a way which would allow them to reach 122 degrees Fahrenheit? Yes No

If you answered "yes" to any of the above questions under hazardous materials unit, you may be required by State law to submit a Hazardous Materials Business Plan to YCEH. Failure to comply with this requirement could result in fines of up to \$2,000.00 per day. As of January 1, 2013, business plans must be filed by going to the California Environmental Reporting System (CERS) website (<http://cers.calepa.ca.gov>), creating an account, entering required hazardous materials information, and submitting the information for approval by YCEH. For assistance with CERS submittal, please call our office at (530) 666-8646 and ask to speak with a hazmat specialist.

I hereby certify that the information in this document is true and correct to the best of my knowledge.

Signature: _____ Date: _____

Print Name: _____ Title: _____