



## **COUNTY OF YOLO**

# **Early Implementation Development Agreement Application**

**March 2018**

Count Administrator's Office  
623 Court Street, Suite 202  
Woodland, CA 95695

530-666-8150

## EARLY IMPLEMENTATION DEVELOPMENT AGREEMENT APPLICATION REQUIRED MATERIALS

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

ITEM	Required Number of copies
<b>Application Fee(s):</b> Please check with a planner regarding applicable fees	
<b>Application Form (both sides, signed)</b>	One (original)
<b>Environmental / Project Site Questionnaire</b>	One
<b>Detailed description of the proposed project including but not limited to number of employees, hours of operation, etc.</b>	One
<b>Location Map (may be combined with the Site Plan, below)</b>	Three
<b>Site Plan (see attached site plan sample and Site Plan Requirements)</b>	Three
<b>Building Elevations (if required) (see attached Building Elevation Requirements)</b>	Three
<b>Floor Plan (if required)</b>	Three
<b>One 8½ x 11 reduction of all maps, plans, etc.</b>	One
<b>Photos (prints/PDFs) (if applicable/required)</b>	One
<b>Assessor's Parcel Map (project site outlined)</b>	One
<b>Drainage/Storm Drainage Plan (if applicable/required)</b>	Two
<b>Landscape Plan/Irrigation Plan</b>	Two
<b>Circulation Plan (if applicable/required)</b>	Two
<b>Parking Plan/Calculations (If applicable/required)</b>	Two
<b>Preliminary Title Report or Copy of Deed</b>	One
<b>Digital files</b> in PDF or other format loaded on a CD, of all the application plans and materials, as available	One (CD)
<b>Additional Information:</b> Depending upon the exact nature of the application, additional information may be required after submittal of the project application.	

# 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):	
Brief Project Summary:	

Required Signatures	
<p>I hereby make application for an Early Implementation Development Agreement and certify that this application, other documents, and exhibits submitted are true and correct to the best of my knowledge and belief. <b>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.</b></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..</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 approved Early Implementation Development Agreement policy. 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 WILDLIFE 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 \$2,280.75 for Negative Declarations or \$3,168.00 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.

**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)

**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 development agreement 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: \_\_\_\_\_

**4. Noise characteristics of the surrounding area (include significant noise sources):**

\_\_\_\_\_

**C. PROJECT DESCRIPTION**

**1. Proposed use(s) in detail (please attach additional sheets if necessary):**

**2. Describe in detail the type of materials used, stored, sold and/or processed, and the processes to be involved in the proposed operation (attach sheets if necessary):**

**3. Identify any potentially dangerous, explosive, flammable or hazardous chemical and/or processes to be used or any hazardous wastes to be generated (attach sheets if necessary). Contact the Environmental Health Division for assistance (530) 666-8648.**

**4. Describe any potential noise or vibration sources associated with the project (i.e. compressor, machine noise, heavy equipment, generator, fans). State the amount of noise to be generated dB(A) by providing manufacturers specification sheets for the equipment. Describe what noise sources will operate at night. Also describe what methods would be used to reduce the noise or vibration (attach additional sheets if necessary):**

5. Describe any uses or operations producing significant light, glare, or heat. Provide manufacturer specification sheets and photometric plan for exterior lights. Describe what methods would be used to shield, enclose, or otherwise control light, glare, or heat (attach additional sheets, if necessary):

6. Describe source, type, and amount of air emissions (smoke, odors, steam, gases, water vapor, dust, chemicals) from project. Describe what methods would be used to reduce emissions (attach additional sheets):

7. Total number of employees: \_\_\_\_\_

8. Hours of operation: \_\_\_\_\_

9. Estimated number of truck and other vehicle deliveries/loadings per day: \_\_\_\_\_

10. Estimated hours of truck and other vehicle deliveries/loadings per day: \_\_\_\_\_

11. How will security be provided? \_\_\_\_\_

12. Grading/area to be graded/total volume to be moved:

Slope ratio of steepest finished slope (horizontal feet/each vertical foot):

Height of highest finished slope: \_\_\_\_\_

Disposition of excavated material:

How will dust be controlled?

Number and size of trees to be removed (by species): \_\_\_\_\_

**D. PROPOSED SERVICES**

**1. Drainage**

**Describe how increased runoff will be handled (onsite and offsite):**

**Will the project require the installation or replacement of storm drains or channels:** \_\_\_\_\_

**If yes, indicate length, size and capacity:**

**2. Water Supply**

**Estimate existing and proposed yearly water supply needs in acre feet or gallons:**

**Water wells or water purveyor:** \_\_\_\_\_

**If wells, attach a copy of a well water quantity and quality report from a testing lab. If water purveyor, attach a copy of a water availability letter from a purveyor.**

**Will the project require the installation or replacement of new water service mains? If yes, indicate length, size and capacity:**

**3. Sanitation**

**Will sanitation be provided by private onsite septic system or public sewers?**

**If private system, attach a copy of a soils report and percolation test data (when required), and describe the proposed system (leech-field or seepage pit):**

**If public sewers, attach copy of a sewer availability letter from sanitary district.**

**Will the project utilize existing sewer mains? If not, indicate length, size, and capacity:** \_\_\_\_\_

**Describe toxic and chemical wastes to be discharged and amount:**

**4. Electricity**

**What is the projected amount of electrical usage (peak Kw/hrs/day):**

**Please provide verification from PG&E that sufficient capacity exists to serve your proposed facility.**



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**If sufficient capacity does not exist, what upgrades are required to the existing electrical system?**

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**Do any overhead electrical facilities require reconductoring or relocation? If so, describe:**

**Indicate length of new offsite electrical transmission and distribution facilities required to serve project (if applicable):**

**5. Natural Gas**

**Indicate expected amount of gas usage, if applicable: \_\_\_\_\_**

**Do existing gas lines have to be increased in size? If yes, please describe:**

**Do existing gas lines require relocation? If yes, describe:**

**Indicate length and size of any new offsite gas lines (if applicable):**

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**6. Fire Protection**

**Indicate number and size of existing and/or proposed fire hydrants and distance from proposed buildings:**

**Indicate number and capacity of existing and/or proposed water storage facilities and distance from proposed buildings: \_\_\_\_\_**

# SITE PLAN REQUIREMENTS

The site plan shall be on a sheet NO LARGER than 24" x 36". 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. Square footage of proposed and existing construction. If WAREHOUSE or OFFICE, specify what percentage of office to warehouse space.
17. Dimensions (height, width, length) of all buildings.
18. On-site parking, circulation and lighting.
  - a. Layout and dimensions of parking area and spaces, including those for the handicapped; number the parking spaces and circle the highest number.
  - b. Direction of traffic flows (shown with arrows).
  - c. Off-street loading spaces and facilities (commercial/industrial only).
  - d. Bicycle and motorcycle parking.
  - e. 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 any landscaping provided based on the gross area of site, parking and drive areas.



# Early Implementation Development Agreement Policy Application Information

The following additional application information requirements are included in the Early Implementation Development Agreement Policy approved by the Board of Supervisors on March 6, 2018.

- Please include all of the information required by Yolo County Code Section 8-5.201 (see Attachment 1), including additional detail (beyond that included in that letter of intent) that you believe is necessary or helpful to the County's consideration of your application.
- Please provide all additional information required for responses to the previously issued Requests for Proposals (as modified by the addendum thereto) for nursery and processing facilities, including environmental site information, neighborhood information, safety and security plan, and operation plan. Specifically, the information below should be provided to the extent it wasn't covered in the application form.
  - **Environmental Site Information**
    - Describe the parcel on which the project is to be located, including any environmental features such as streams, drainages, waterways, or wetlands.
    - Address any potential adverse impacts to adjacent property owners and the surrounding community from traffic, lighting, noise, odors, aesthetics, or other project-related impacts.
  - **Neighborhood Compatibility Information**
    - Describe how any impacts to neighbors and the surrounding community would be minimized or mitigated.
    - Describe how traffic, light, noise, odor, and aesthetic or other project-related impacts will be minimized or mitigated.
    - Describe whether there are other cultivation sites in the vicinity (within a quarter mile) of the proposed nursery or processing facility location.
    -
  - **Environmental Considerations**
    - Describe how any impacts to neighbors and the surrounding community would be minimized or mitigated.
    - Describe how traffic, light, noise, odor, and aesthetic or other project-related impacts will be minimized or mitigated.
    - Describe whether there are other cultivation sites in the vicinity (within a quarter mile) of the proposed nursery or processing facility location.
  - **Safety and Security Plan**
    - Include an adequate safety plan describing the fire prevention, suppression, and alarm systems the facility will have in place. An appropriate plan will have considered all possible fire, hazardous materials, and inhalation issues/threats and will have both written and physical mechanisms in place to deal with each specific situation.

- Include an adequate Security Plan containing a detailed description of the proposed security arrangements for ensuring the safety of persons from theft and robbery and protection of the property from theft and burglar
- **Operating Plan**

Include an Operating Plan describing how the nursery or processing facility will operate, consistent with state and local law, including but not limited to:

  - The minimum staffing levels for operation;
  - Policies and procedures for record keeping;
  - Other relevant information regarding the operation of the proposed cannabis cultivation site; and
  - A schedule for beginning operation, including a narrative outlining any proposed construction improvements and a timeline for completion.
- Any other information identified by the County during the letter of intent consultation as necessary to process the development application. This may include, among other things, biological and cultural surveys, (or funding for completion of a survey during the application review process), title report, and a Phase 1 Environmental Site Assessment.
- Provide any additional environmental information prepared for your site.
- Provide the deed or title report for the property on which your project will be located.



# 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 questions #1 through #3, 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: \_\_\_\_\_

# **ATTACHMENT 1**

## 2014 Updated

### Yolo County Code

#### Title 8 Land Development

#### Chapter 5: Development Agreements

##### **Sec. 8-5.201 Contents**

A proposed development agreement shall include the following:

- (a) A legal description of the property subject to the development agreement.
- (b) The duration of the development agreement, the permitted uses of the property, the density or intensity of use, the maximum height and size of proposed buildings, and provisions for reservation or dedication of land for public purposes.
- (c) Conditions, terms, restrictions, and requirements for subsequent County discretionary actions, provided that such conditions, terms, restrictions and requirements for subsequent discretionary actions shall not prevent development of the land for the uses and to the density or intensity of development set forth in the development agreement.
- (d) The estimated time when construction and/or any other approved activity on the property will be commenced and completed, including, if appropriate, a phasing plan.
- (e) Public benefits proposed as part of the project in accordance with Section 8-5.202.

##### **Sec. 8-5.202 Public benefits**

(a) In consideration for entering into a development agreement, the County shall gain public benefits beyond those already forthcoming through conditions and mitigations on project approval. Public benefits may include, but are not limited to, contributions to infrastructure, open space, affordable housing, increased energy efficiency in existing development, or other public improvements and amenities of benefit to the County, including reservation, dedication, and improvement of land for public purposes.