ARCHITECTURAL REVIEW

Requirements For A Complete Planning Director’s
Issued Use Permit Application

The following items are REQUIRED for a complete application:

- COMPLETED AND SIGNED APPLICATION FORM

- 8 ½” x 11” SITE PLAN drawn to scale showing proposed and existing development, particularly the location of buildings, driveways, wells, etc. and their distance from property lines. Indicate other information pertinent to the project (see example site plan). For sign permits also include location of the sign(s) on site plan and a separate detail drawing of the sign providing dimensions, construction materials, and graphic representation of text.

- AGENT’S AUTHORIZATION FORM is required if the applicant authorizes someone else to act on their behalf, or is not the current owner of the subject site.

- APPLICATION FEE, see attached fee schedule.

ADDITIONAL INFORMATION FOR MOBILE HOMES

Mobile homes manufactured prior to October of 1973 do not have a roof load rating and require a ramada constructed over them. A separate building permit is required for ramadas.

ADDITIONAL INFORMATION FOR SIGN PERMITS

If the proposed sign is within 600 feet of any State Highway either:

a. A State sign permit for the proposed sign(s) must be included in this application; or

b. A letter from the California State Department of Transportation indicating that a State sign permit is not necessary for the proposed sign.
TRINITY COUNTY
PLANNING DEPARTMENT
61 AIRPORT ROAD
P.O. BOX 2819
WEAVERVILLE, CA 96093
(530) 623-1351 FAX (530) 623-1353

APPLICATION

Name: ___________________________ Day Phone: ________________________
Address: __________________________
City: ___________________________ State: __________ Zip: __________

PROPERTY OWNER □ Check if same as Applicant (If more than one property owner is involved, attach list.)
Name: ___________________________ Day Phone: ________________________
Address: __________________________
City: ___________________________ State: __________ Zip: __________

PROPERTY DESCRIPTION

Property location/Address: __________________________
Assessor’s parcel Number(s): __________ Size: __________ (acres)
Property’s Approx. Elevation: __________________________
Existing Land Use: __________________________ Present Zoning: __________________________ General Plan Designation: __________________________

REQUEST/INFORMATION

INFORMATION REQUIRED FOR MOBILE HOME/RV PERMITS

Year of Manufacture: __________ Roof Load: __________
Living Area (Sq. Ft.): __________ Dimensions: __________

FOR OFFICE USE ONLY

Application Received by: __________________________
Date: __________________________
First Hearing: __________________________
Application Fee: __________________________
Receipt No.: __________________________

I hereby certify that I am the owner of record of the property described above, or have authorization to act in behalf of the owner of the owner (note attached), and that this application and all other documents submitted are true and correct to the best of my knowledge and belief.

Applicant’s Signature: __________________________ Date: __________________________
<table>
<thead>
<tr>
<th>Drawn By:</th>
<th>APN:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
<td>Zoning:</td>
</tr>
<tr>
<td>Scale:</td>
<td>Lot Area:</td>
</tr>
</tbody>
</table>
Trinity County Planning Department  
Authorization to Enter Private Property

The Trinity County Planning Department as the lead agency performs the environmental evaluation for the California Environmental Quality Act (CEQA). State law requires that Department employees have permission from the landowner to enter private property. In order for the Department to perform the evaluation on your proposed project we will need your permission to enter your property to conduct an environmental review of your proposed project.

By signing this authorization to enter your property you are granting the Department access to your property for the purpose of evaluating your proposed project. The authorization is valid from the date the Department receives notice of your proposed project and any monitoring periods thereafter.

Print Name

Signature

Date

RETURN WITH YOUR APPLICATION FORM
Agent’s Authorization Form
(Required only if Applicant is other than the property owner)

I, the undersigned, state that I am the owner(s) of the property for the proposed (type of proposal) ______
____________________________________ on
A.P.N.# _____________________________. I do hereby authorize and empower (first & last name, no corporate entities)
____________________________________ to act on my behalf on all matters relating to said project in connection with its filing, processing, approval, conditional approval or disapproval by Trinity County, its boards and commissions, officers, employees, and agents. Should I revoke this authorization it is my responsibility to serve written notice of said revocation to the Trinity County Planning Department.

1.  _______________________________  2.  _______________________________
Signature   Signature

____________________________________  ______________________________________
Owner (print name)  Owner (print name)

____________________________________  ______________________________________
Address   Address

____________________________________  ______________________________________
Phone   Phone

Date   Date

Agent Information:

Name (print name): ____________________________

Agents Address: ______________________________

Agents Phone: ________________________________

Agents Email: ________________________________

Preferred method of contact: _____ email _____ phone _____ US mail
EXTRA REQUIREMENTS FOR SIGN PERMITS

An 8 ½ X 11 drawing of the sign design shall be submitted which shows the following:

1. Size of Sign
2. Height of sign
3. How supported (e.g. size of posts - wood, metal)
4. Foundation
5. Illuminated or not - if it is, direct or indirect lighting
6. Double-sided or single-sided
7. Site Plan - specify location
<table>
<thead>
<tr>
<th>Category</th>
<th>Planning Dept.</th>
<th>Building</th>
<th>Envir. Health</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Plan</strong></td>
<td>$2,150.00</td>
<td></td>
<td>$58/$165</td>
</tr>
<tr>
<td><strong>Zone Change</strong></td>
<td><strong>$1,950.00</strong></td>
<td><strong>$76/$219</strong></td>
<td></td>
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<tr>
<td><strong>PC Zoning Determination</strong></td>
<td><strong>$1,100.00</strong></td>
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<tr>
<td><strong>Agriculture Preserve Application or Cancel.</strong></td>
<td><strong>$2,200.00</strong></td>
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<tr>
<td><strong>TPZ Application or cancellation</strong></td>
<td><strong>$2,200.00</strong></td>
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<tr>
<td><strong>Open/Closed Range application or cancellation</strong></td>
<td><strong>$2,000.00</strong></td>
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<tr>
<td><strong>Use Permit Class 1</strong></td>
<td><strong>$550.00</strong></td>
<td><strong>$76/$219</strong></td>
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<tr>
<td><strong>Use Permit Class 1 - mod port. batch &amp; screen</strong></td>
<td><strong>$770.00</strong></td>
<td></td>
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<tr>
<td><strong>Use Permit Class 2</strong></td>
<td><strong>$1,925.00</strong></td>
<td><strong>$76/$219</strong></td>
<td></td>
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<tr>
<td><strong>Use Permit Class 3 (Miners &amp; complex proj.)</strong></td>
<td><strong>$3,575.00</strong></td>
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<tr>
<td><strong>Use Permit Time Extension</strong></td>
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<tr>
<td>Class 1</td>
<td>$150.00</td>
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<tr>
<td>Class 1-mod</td>
<td>$350.00</td>
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<tr>
<td>Class 2 &amp; 3</td>
<td>$500.00</td>
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<tr>
<td><strong>Floodplain Review &amp; Permits</strong></td>
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<tr>
<td>Floodplain Development Permit-Director issued</td>
<td><strong>$935.00</strong></td>
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<tr>
<td>Floodplain Development Permit-PC issued</td>
<td><strong>$2,200.00</strong></td>
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<tr>
<td>Floodplain Variance</td>
<td><strong>$3,575.00</strong></td>
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<td><strong>Zoning clearance for Building permit review</strong></td>
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<tr>
<td>Class 1: Single Family/Duplex &amp; Access.</td>
<td>$55.00</td>
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<tr>
<td>Class 2: Apartments/Commercial/Industrial</td>
<td>$160.00</td>
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<td>Class 3: ** Apartments/Commercial/Industrial</td>
<td>$430.00</td>
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<tr>
<td>Class 4: *** Apartments/Commercial/Industrial</td>
<td>$550.00</td>
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<td><strong>Mining - Reclamation Plan Review - PC</strong></td>
<td>$2,100.00 (plus Class 3 use permit fee)</td>
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<tr>
<td>Reclamation Annual Inspe./Fin Assurance &amp; Rpt.</td>
<td>$800.00</td>
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<tr>
<td>Reclamation Plan Amendment - minor(Dir)</td>
<td>$770.00</td>
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<tr>
<td>Reclamation Plan Amendment - minor(PC)</td>
<td>$1,320.00 (major $2,000.00)</td>
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<tr>
<td>Reclamation Annual Inspe. - idle mine</td>
<td>$200.00 (interim mgmt plan $120.00)</td>
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<tr>
<td><strong>Environmental Review</strong></td>
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<tr>
<td>Categorical Exemption</td>
<td>$220.00</td>
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<tr>
<td>Categorical Exemption-other agency prepared</td>
<td>$120.00</td>
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<tr>
<td>Initial Study-staff prepared w/other entitlement</td>
<td>$1,760.00</td>
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<tr>
<td>Initial Study/NEG Dec - no other entitlement</td>
<td>$2,850.00</td>
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<tr>
<td>EIR: Applicant Contract with Plan Dir Approved Consultant</td>
<td>Actual Consultant's cost, Estimated deposit required +15% for Admin.</td>
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<tr>
<td><strong>Preliminary Map &amp; Routing</strong></td>
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<tr>
<td>Planning</td>
<td>$420 + $10/lot</td>
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<tr>
<td>Co. Surveyan</td>
<td>$560 + $10/lot</td>
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<tr>
<td>more than 31 parcels</td>
<td>$760 + $10/lot</td>
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**Tentative Map**

4 or fewer parcels (incl 1/4 1/4 division) | $1,500 + $100/lot | $300.00 | $129.00
4 or fewer parcels - requiring PC approval | $1,900 + $100/lot | ditto addl parcels, $54
5-30 parcels                                  | **$2,300 + $50/lot** | $500.00
Time Extension (Any Typi Map)                 | $450.00
Large Project (>than 31 parcels)              | **$3,500 + $50/lot** | $500.00
Quarter-Quarter Waiver                        | same as parcel map |
Subdivision Modification                       | **$2,000.00** | ditto addl parcels, $54
Post Subdivision Modification                | **$1,000.00** |
Lot Line Adjustment                           | **$600.00** | $175.00 | $54/$219
Voluntary Merger                              | **$250.00** | $60.00 | $41/$165
Certificate of Compliance                     | **$600.00** | 125.00 + | $76/$219
Development Agreement                         | Actual cost (including Counsel cost) | $5,000 deposit

**Other**

Appeal to Planning Commission                 | $500.00
Appeal to Board of Supervisors                | $500.00
Attorney consultation/legal representation    | Actual attorney's cost, Estimated deposit required + 15% Administration
Airport Land Use Commission Application       | $550.00
Late Permit Fee (investigation/report)        | $600.00
Architectural Review Committee                | **$500.00
Special Planning Commission Meeting           | $650.00
Planner Hourly charge-out-rate Actual Costs   | $650.00
Review of Flood Plain Elev. Cert.             | $90.00
Incomplete Application Re-Review               | $165.00
On-Site Visit (not part of application)      | Actual Costs
Road Abandon Application                      | $1,000.00
Road Name Change (pty)                        | $500.00
Research Fee                                   | Actual Costs
General Plan Update - Construction Permit      | 0.005% of total building permit valuation
File retrieval & photocopy charge              | Actual costs
Address calculation (new dwelling)            | Actual costs
Address calculation (new subdivision)         | $130.00
Maps - Existing Maps-printer                  | $3.00
Existing Maps-ploter                          | $25.00
Custom Map-Plotter (non-aerial)               | Actual employee cost + $20 materials
24"x36" Aerial map                            | Actual employee cost + $20 materials
CD of existing map                            | $25.00

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**Building Dep. fee**

4 or fewer parcels (incl 1/4 1/4 division) | $1,500 + $100/lot | $300.00 | $129.00
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Voluntary Merger                              | **$250.00** | $60.00 | $41/$165
Certificate of Compliance                     | **$600.00** | 125.00 + | $76/$219
Development Agreement                         | Actual cost (including Counsel cost) | $5,000 deposit

**Surveyor**

$500.00
$500.00
Actual attorney's cost, Estimated deposit required + 15% Administration
$550.00
$600.00
$650.00
$90.00
$165.00
$1,000.00
$500.00
$500.00
$25.00
Actual employee cost + $20 materials
$25.00
Actual employee cost + $20 materials
$43

**Envir. Health**

$5,000 deposit

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*This fee reduced by half if accompanied with a GPA ($9590)

**Over 10 units or Exceeding 20,000 sq. ft.

*** Over 50 units or Exceeding 100,000 sq. ft.

****General Plan Maintenance Fee - Additional $50.00 for Class 1 Use Permits & $75.00 for other entitlements (effective 2/14/2013)

Recoder's Fees - $14.00 first page + $.50 for conforming ($14.50), $3.00 each additional page.