TRINITY COUNTY PLANNING DEPARTMENT

Requirements For Complete Conditional Use Permit, Variance, Rezone, and General Plan Amendment Applications:

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 commercial or multiple family residential development provide parking area layout (existing & proposed stalls), site landscape plan, and site drainage plan.

☐ SIGNED AND DATED FISH & GAME AUTHORIZATION FORM AND THE PLANNING DEPT. AUTHORIZATION FORM.

☐ 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.

☐ ENVIRONMENTAL ASSESSMENT FORM must be completed and submitted with each application.

☐ LEGAL DESCRIPTION is required for Rezones and General Plan Amendments which includes both existing area and proposed change which have been prepared by a Licensed Land Surveyor.

☐ ADDITIONAL INFORMATION may be required for special Use Permit requests, contact the Planning Department for details.

☐ APPLICATION AND ENVIRONMENTAL REVIEW FEES are required at the time the application is submitted to the Planning Department. Projects which necessitate extraordinary work may incur additional costs.
TRINITY COUNTY
PLANNING DEPARTMENT
61 AIRPORT ROAD
P.O. BOX 2819
WEAVERVILLE, CA 96093
(530) 623-1351  FAX (530) 623-1353

☐ Conditional Use Permit  ☐ Rezone
☐ Variance  ☐ General Plan Amendment

APPLICATION/SUBDIVIDER
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: __________

REQUEST / INFORMATION
Property Location /Address: _____________________________________________
Assessor’s Parcel Number: ___________________________  Present Zoning: __________
Present General Plan: ___________________________  Proposed Zoning if Rezone is required: __________
Conditional Use Permit Indicate Proposed Use:

Project Information / Development Plans:

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: ___________________________
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
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

Owner (print name) Owner (print name)

Address

Phone

__________ Date ____________ Date

Agent Information:
Name (print name): __________________________

Agents Address:

Agents Phone:

Agents Email:

Preferred method of contact: _____ email _____ phone _____ US mail
ENVIRO NMENTAL QUESTIONNAIRE

This questionnaire is part of an Initial Study that will assist in determining the potential environmental impacts of your proposed project. Additional information may be required to complete an Initial Study.

*** For Office Use Only ***

Project No: ___________________ Received by: ___________________ On: ____________

Proposed Project: ________________________________________________________________

General Plan Designation: ___________________ Zoning: ___________________

Planning Commission Date (anticipated): ___________________

Subdivision Review Committee Date (anticipated): ___________________

Board of Supervisors Date (anticipated): ___________________

PLEASE PRINT OR TYPE
(Use addition sheets if necessary)

Proposed Project: ________________________________________________________________

Location: ____________________________________________________________

Access Road: _________________________________________________________

Assessor’s Parcel No.: ___________________ Project Acreage: ______________

Owner: ___________________ Telephone: ___________________

Mailing Address: ______________________________________________________

Applicant/Agent: ___________________ Telephone: ___________________

Mailing Address: ______________________________________________________
Environmental Checklist

Please describe the existing conditions of the project location (extent of structures and type of use):


AESTHETICS

1. Is your project located in or near:
   Historic District □ Yes □ No
   State Scenic Highway □ Yes □ No
   Scenic, Wild or Recreational River □ Yes □ No

2. Type of exterior lighting proposed: ____________________________

3. Will the project obstruct scenic views from existing residential areas, public lands, public bodies of water or roads? □ Yes □ No
   Explain: ___________________________________________________

AGRICULTURAL & TIMBER RESOURCES

1. Is your project currently in a, Williamson Act Contract, Timberland Preserve Contract, Prime Farm Land, Unique Farm Land or Farm Land of Statewide importance? □ Yes □ No
   Explain: ___________________________________________________

2. Will your project convert agricultural land to a non-agricultural use? □ Yes □ No

3. Will your project convert timberland to a non-timberland use? □ Yes □ No

AIR QUALITY

1. Would any noticeable amounts of air pollution, such as smoke, dust or odors be produced by this project? □ Yes □ No  If yes, explain: ___________________________________________________

2. Is your project subject to a North Coast Unified Air Quality Management permit? □ Yes □ No

3. Will project development require clearing and disposal of vegetation? □ Yes □ No
Environmental Checklist

4. Will your project involve the operation of industrial equipment? □ Yes □ No
   (rock crushers, smoke stacks, milling equipment, etc.)

   If yes, explain: ____________________________________________________________
   _______________________________________________________________________

BILOGICAL RESOURCES

1. What is the predominant vegetative cover on the site? (trees, brush, grass, etc.) Estimate % of each:
   _______________________________________________________________________

2. How many trees of 6 inch diameter or larger will be removed when this project is implemented:
   _______________________________________________________________________

3. Has a Timber Harvest Plan been filed in conjunction with the project? □ Yes □ No
   (If yes, indicate plan number)
   _______________________________________________________________________

4. Are there any known candidate, sensitive, or special status species located on or near the project site? □ Yes □ No
   (Local, State or Federal)
   _______________________________________________________________________

5. Will the project affect any wetland, riparian habitat or other sensitive natural community through removal, filling, hydrological interruption or other means? □ Yes □ No
   Please explain: __________________________________________________________
   _______________________________________________________________________

6. Is your project located within a Deer Winter Range area? □ Yes □ No

7. Has a biological assessment been performed on the property? □ Yes □ No
   If yes please attach a copy.

CULTURAL RESOURCES

1. Are there any known: Archeological Sites □ Yes □ No
   □ Indian Sites □ Yes □ No
   □ Historical Sites □ Yes □ No
   □ Burial Sites □ Yes □ No

   If yes, please indicate on the site map.
Environmental Checklist

GEOLOGY AND SOILS

1. Slope of property: _____ 0 to 10% _____ 10 to 15% _____ 15 to 30% _____ Over 30%  
(Please indicate amount of property in each category)

2. Are there any soil settlement, rock falls or landslides on or adjacent to the property? ☐ Yes ☐ No  
   *If yes, please indicate on site map.*

3. Describe changes in grade or contours resulting from project development: ______________________

4. Please estimate the amount of soil disturbance that will occur during the project. ______________________  
   (Building site, grading, road development, etc.)

5. Is there any existing sewage disposal system? ☐ Yes ☐ No  
   *If Septic:*
   Tank Size: _____ Leach Field Length: _____ Permit or Installation date: __________
   What does the system consist of: ________________________________________________
   What structures if any are currently connected: ________________________________
   If house, how many bedrooms? ______________________
   Original System Owner: ____________________________________________

   *If Sewer:*
   System Name: ____________________________________________________________

5. If a new septic system is proposed, please indicate the following:  
   Tank Size: _____ Leach Field Length: _____ If house, number of rooms: _____

HYDROLOGY AND WATER SUPPLY

1. Are there any streams, lakes, ponds, wetlands, vernal pools, wet meadows, or perennially wet areas  
   located on or near the project site? ☐ Yes ☐ No  *If yes, please indicate on the site map.*  Water body name?  

2. What is the distance from the proposed sewage disposal area to the nearest body of water, river,  
   stream, or drainage: ________________________________
Environmental Checklist

3. Is the project located within the floodplain of any stream or river? □ Yes □ No
   Please indicate any portion of the project that is located within the floodplain on the site map.

4. Will the project result in the direct or indirect discharge of silt or any other particles in noticeable amounts into any lakes, rivers or streams? □ Yes □ No
   If yes, in what way?

5. Will the project result in the physical alteration of a natural body of water or drainage way? □ Yes □ No
   If yes, in what way?

6. What is the proposed water source:
   □ Spring □ Deep Well □ Stream/River □ Community System
   Name of Stream/River or Community Water System:

HAZARDS OR HAZARDOUS MATERIAL

1. Will the project involve the application, use or disposal of potentially hazardous materials, including pesticides, herbicides, other toxic substances or radioactive material? □ Yes □ No
   If yes, please explain:

2. Is the project located on a site which is included on a list of hazardous material sites? □ Yes □ No

3. Is the project located within 2 miles of an existing airport? □ Yes □ No

4. Is the project located within 2 miles of a school? □ Yes □ No

5. Could the project create new or aggravate existing health problems (including, but not limited to flies, mosquitoes, rodents and other disease vectors)? □ Yes □ No
   If yes, please explain:

MINERAL RESOURCES

1. Will the proposed project result in the removal of a natural resource for commercial purposes (including rock, sand, gravel, trees, minerals or top soil)? □ Yes □ No
   If yes, please explain:
Environmental Checklist

COMMERCIAL, INDUSTRIAL, INSTITUTIONAL ONLY
(Including land divisions for such uses)

1. Type of use: ________________________________________________________________

2. Hours of Operation: ___________________________________________________________

3. Total Number of Anticipated Employees: ________________________________________

4. Number of Employees per Shift: _______________________________________________

5. Gross Square Footage: _________________________________________________________

6. Proposed Construction Starting Date: ____________________________________________

7. Number of Parking Spaces provided: _____________________________________________

NOISE

1. What types of noise would be created by the establishment of this land use, both during and after construction? ____________________________________________________________

POPULATION AND HOUSING

Residential

1. Total lots to be created: ___________ Total Dwelling Units to be created: ___________

2. What school district will the project be located in? _________________________________

3. Please indicate:

   Approximate unit/house size? ____________________________ Sq. Ft.

   Approximate sale price or rent? __________________________

   Type of household size expected? ________________________

UTILITIES

1. What communication system supports the project area? ____________________________
   (Verizon, Pac Bell, etc.)

2. Is the project area be served by Cable? □ Yes □ No System: ______________________
Environmental Checklist

3. Is there power available at the project site? □ Yes □ No
   If so, what company? ________________________________

4. Will the project require the extension of existing utility lines or systems? □ Yes □ No
   If yes, please identify system and give distance: ________________________________

FIRE PROTECTION

1. In what fire district is the project located? ________________________________

2. How far is the nearest emergency source of water for fire protection and what is it? (pond, hydrant, etc.)
   ________________________________

3. What is the distance to the nearest fire station?
   Seasonal: ___________________________ Year Round: ___________________________

4. Will the project create any dead-end roads greater than 600 feet in length? □ Yes □ No
   (If yes, please indicate on site plan.)

5. What is the proposed grade and width of access roads? ________________________________

TRANSPORTATION

1. Will the project use existing roads? □ Yes □ No
   If yes, please indicate the primary access road: ________________________________
   Please list all roads that may be affected by your project: ________________________________

2. If your project encroaches onto a state highway, please indicate highway, post mile, and nearest
cross street: _________________________________________________________________

3. If the project encroaches onto a public road, do you have an encroachment permit? □ Yes □ No
   If yes, please attach a copy.

4. Please indicate amount and type of traffic, which will be created by the project: ______

5. If commercial or industrial, please indicate expected vehicle size ______ axles.
Environmental Checklist

6. Please indicate daily trip generation rate: ________________________________

7. Will the project increase hazards due to a design feature (e.g. sharp curves or dangerous intersections) or incompatible uses (e.g. farm equipment)?  □ Yes  □ No
   If yes, please explain: ________________________________________________

GROWTH INDUCING IMPACTS

1. Will the project result in the introduction of activities not currently found within the community?  □ Yes  □ No
   If yes, please explain: ________________________________________________

2. Could the project serve to encourage development of presently undeveloped areas, or increases in development intensity of already developed areas (examples include the introduction of new or expanded public utilities, new industry, commercial facilities or recreation activities?
   □ Yes  □ No  If yes, explain: ____________________________________________

PROPOSED PROJECT SCHEDULING

1. Please indicate proposed project schedule (proposed construction start date, etc.) ______________

2. If the project is subject to any grant deadlines please indicate:
   Grant Source: _______________________________________________________
   Contact Person: ______________________________________________________
   Grant Deadline(s): ___________________________________________________

3. If the project has federal grant funding, which agency will be responsible for N.E.P.A. processes?
   ________________________________________________________________
   Contact Person: ________________________________________________
Planning Department Services:
- Lot Line Adjustments
- Mergers
- Variances
- Tentative Maps
- Conditional Use Permits
- Director's Permits
- Seasonal RV Permits
- Floodplain Development Permits
- Floodplain Development Review
- General Plan Amendments
- Rezones
- Addressing
- Private Road Naming
- Code Enforcement
- GIS Maps
- CA Environmental Quality Act Compliance (CEQA)
- National Environmental Quality Act Compliance (NEPA)

Fish & Game Fees
Effective 1/1/13

If Negative Declaration Prepared: $2,156.25
If EIR Prepared: $2,995.25
County Clerk Fee: $50.00

MISC. FEE'S

- Zoning Ordinance: $22.90
- Subdivision Ordinance: $10.50
- Land Use Element: $21.80
- Open Space/Conservation Element: $6.10
- Circulation Element: $4.30
- Housing Element: $10.20
- Safety Element: $5.10
- Noise Element: $6.70
- Community Plans: $0.10/pg.
- Community Plan Map: $5.00

Use Permit Fee Classification:
Class 1: All Director Issued Permits
Class 2: Commission Issued Permits
Class 3: Commission Issued Permits for Commercial or Industrial uses exceeding 20,000 sq. ft.

Trinity County Planning Department
P.O. Box 2819
Weaverville, CA 96093
(530) 623-1351
Fax (530) 623-1353

(Revised 2/22/2013)

Trinity County Planning Department Fee Schedule

Fees Effective July 1, 2010
(except General Plan Maintenance Fee which increased effective 2/16/2013)
<table>
<thead>
<tr>
<th>Category</th>
<th>Planning Dept.</th>
<th>Building</th>
<th>Envir. Health</th>
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<td>Zone Change</td>
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<td>PC Zoning Determination</td>
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<td>T1P2 Application or cancellation</td>
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<td>Variance</td>
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<tr>
<td>Use Permit Class 1</td>
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<td>$76/$219</td>
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<tr>
<td>Use Permit Class 1 - mod port, bath &amp; screen</td>
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<td>Use Permit Class 2</td>
<td>$925.00</td>
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<tr>
<td>Use Permit Class 3 (Mines &amp; complex proj.)</td>
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<td>Use Permit Time Extension</td>
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<td>Class 1</td>
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<tr>
<td>Class 2 &amp; 3</td>
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| Floodplain Review & Permits                       | $350.00        |          | $76/$219     |
| Floodplain Development Permit- Director issued     | $2,200.00      |          | $76/$219     |
| Floodplain Development Permit-PC issued            | $3,575.00      |          | $76/$219     |
| Zoning clearance for Building permit review       | $55.00         |          | $76/$219     |
| Class 1: Single Family/Duplex & Access            | $160.00        |          | $76/$219     |
| Class 2: Apartments/Commercial/Industrial         | $430.00        |          | $76/$219     |
| Class 3: ** Apartments/Commercial/Industrial      | $550.00        |          | $76/$219     |
| Class 4: *** Apartments/Commercial/Industrial     | $550.00        |          | $76/$219     |
| Mining - Reclamation Plan Review - PC             | $2,100.00      |          | $76/$219     |
| Reclamation Annual Ins/Fn Assurance & Rpl         | $800.00        |          | $76/$219     |
| Reclamation Plan Amendment - minor(Dr)             | $770.00        |          | $76/$219     |
| Reclamation Plan Amendment - minor(PC)             | $1,320.00      |          | $76/$219     |
| Reclamation Annual Ins - idle mine                | $200.00        |          | $76/$219     |
| Environmental Review                              | $220.00        |          | $76/$219     |
| Categorical Exemption                             | $120.00        |          | $76/$219     |
| Initial Study staff prepared w/other entitlement  | $1,760.00      |          | $76/$219     |

** Initial Study/ Neg Dec - no other entitlement  
** Initial Study/ Neg Dec - County contract w/Consultant  
** Actual Consultant's cost, Estimated deposit required + 15% 
** for Admin  
** Elit. Applicant Contract with Plan Dir Approved Consultant  
** Actual Consultant's cost, Estimated deposit required + 15% for Admin.  
** Preliminary Map & Routing  
** Planning  
** Co. Surveyor  
** 4 or fewer parcels  
** $420 + $10/lot  
** $300.00  
** 5 to 30 parcels  
** $780 + $10/lot  
** $300.00  
** more than 31 parcels  
** $780 + $10/lot  
** $300.00  

** This fee reduced by half if accompanied with a GPA ($950)  
** 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 2/16/2013)  
** Recorder's Fees - $14.00 first page + $5.00 for conforming ($14.50), $3.00 each additional page  
** Archaeology Record Check from CSU Chico  
** $75.00 (checks made payable to Research Foundation)  

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<thead>
<tr>
<th>Category</th>
<th>Planning Dept.</th>
<th>Surveyor</th>
<th>Envir. Health</th>
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<td>Attorney consultation/legal representation</td>
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<td>Maps - Existing Maps-printer</td>
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<td>Existing Maps-plotter</td>
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<td>Custom Map-Plotter (non-aerial)</td>
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<td>24&quot;x36&quot; Aerial map</td>
<td>$25.00</td>
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**If within the Weaverville Fire Dist., applicant will need to take project description or map to Fire Dist. for fees  
** Review of Flood Studies by D O T Engineer - $250 (based on 3 hours average time for review)  
** Archaeology Record Check from CSU Chico  
** $75.00 (checks made payable to Research Foundation)