



Case Number: VAR _____

APPLICATION FOR VARIANCE
INSTRUCTIONS FOR FILING

Chapter 12.10

This application (**plus two copies of the completed application**), and all necessary submittal requirements must be properly completed and have original signatures of the applicant(s) and property owner(s). **All fees and application materials must be received at the time of filing.**

FILING FEE SCHEDULE:

Revised 1/2012

APPLICATION TYPE	FLAT FEE	DEPOSIT
Variance - Minor		
Planning	\$2,880.00	-----
GIS/GPU/ZO Maintenance Fee	\$120.00	-----
Hearing Publication/preparation (per hearing)	\$250.00	-----
Fire Safe Planning Fee (only if structure involved)*	\$52.00	-----
Public Works Fee	\$210.00	-----
Environmental Health Fee	-----	\$131/hr
<i>Total Initial Submittal \$3,643*</i>		
Variance - Major		
Planning	\$3,400.00	-----
GIS/GPU/ZO Maintenance Fee	\$120.00	-----
Hearing Publication/preparation (per hearing)	\$250.00	-----
Fire Safe Planning Fee (only if structure involved)*	\$105.00	-----
Public Works Fee	\$210.00	-----
Environmental Health Fee	-----	\$131/hr
<i>Total Initial Submittal \$4,216*</i>		
Parking Variance – Minor		
Planning	\$2,880.00	-----
GIS/GPU/ZO Maintenance Fee	\$120.00	-----
Hearing Publication / preparation (per hearing)	\$250.00	-----
Fire Safe Planning Fee (only if structure involved)*	\$52.00	-----
Public Works Fee	\$210.00	-----
Environmental Health Fee	-----	\$131/hr
<i>Total Initial Submittal \$3,643*</i>		

ENVIRONMENTAL REVIEW: All projects are subject to environmental review in accordance with the California Environmental Quality Act (CEQA). This environmental review is required in order to determine if the project will have an impact on the environment. *You will be notified of the environmental determination and any fees associated with completing the environmental review once the initial review of your project has been completed.* The types of environmental documents and their associated fees are listed below:

Notice of Exemption	\$150	-----
Initial Study & Exemption	\$260	-----
Initial Study & Negative Declaration	\$1,095	-----
Initial Study & Mitigated Negative Declaration	\$2,625	-----
Mitigation Monitoring Plans: Mgmt (+ hourly over 3 hours)	-----	\$315.00 + \$105.00/hour over 3 hours
EIR or EIS	-----	Deposit is based on contract (full cost)
EIR Management Fee	-----	10% deposit of contract (\$105/hr)
NCIC (SB18 cultural resources)	\$75	-----
NOD*	\$50*	-----
Department of Fish & Game Fees*	\$2,101.50/\$2,919.00*	-----

**You must pay the fee that is in place at time of recordation*

1. **Development Plan Requirements:** Six (6) full size copies of the site development plan folded to a size of no greater than 7" x 10" prior to acceptance and one reduced copy 8.5" x 11" or 11" x 17". The plan must be drawn to scale and clearly indicate all dimensions and other pertinent information including the following:
 - a) Property dimensions and acreage for entire property.
 - b) All existing and proposed buildings and structures including location from property lines, size, height and proposed use(s).
 - c) Walls and fences including location, height and construction materials.
 - d) Names of all adjoining streets.
 - e) A scale and north arrow.
2. One copy of the Assessor's Parcel Map with the subject site clearly identified.
3. Photographs of the site.
4. This application (**plus two copies of the completed application.**)
5. An **"Agreement to Pay"** form completed.
6. Justification letter which demonstrates compliance with the requirements for a variance as outlined in section 12.10.300 of the Zoning Ordinance or Section 12.85.040 for parking variances.
7. Consult with the various Community Development & Services Agency Departments to determine if other submittal requirements are applicable. Some areas within the County have unique submittal requirements such as areas covered by a specific plan or community plan.
8. Other information as may be required to facilitate a comprehensive evaluation of the application by the Yuba County Staff Development Committee.

Project Information:

Location of Project Site:

Assessor's Parcel Number:

Current Zoning of Property:

Current Use of Project Site:

Request:

Explain in as much detail as necessary the circumstances that apply to your case which indicate it meets the following requirements:

That there are exceptional or extraordinary circumstances or conditions applicable to the property that do not apply to similar properties with similar zoning in the surrounding area.

That said variance is necessary for the preservation and enjoyment of a substantial property right of the applicant possessed by other similar properties with similar zoning in the surrounding area.

That the granting of said variance will not be detrimental to the public welfare or injurious to other properties and/or improvements in the vicinity of the subject property.

Additional information that may be helpful in evaluating this request:

TO BE COMPLETED BY THE PLANNING DEPARTMENT

Form containing fields for Date Filed, By, VAR Fee Paid, EA Fee Paid, Receipt Number, Notes, and a section for Department Use Only with various checkboxes and designations.



Community Development & Services Agency

915 8th Street, Suite 125, Marysville, CA 95901

Phone: (530) 749-5430 Fax: (530) 749-5424

Web: http://: www.co.yuba.ca.us

Agreement to Pay Form for Project #: _____

RECITALS

The costs to provide specific project related services are billed to the applicant at an hourly rate pursuant to the Yuba County Ordinance Code Chapter 13. As listed in the fee schedule of Chapter 13, the fees for services that have an applicable hourly rate have the word "deposit" beside the fee amount. This initial deposit amount and an original completed Agreement to Pay Form must be submitted to the Community Development and Services Agency (CDSA) in order for services to begin and be assessed at the specified hourly rate. The herein fees are intended to compensate CDSA for staff time and/or consultant time spent on the applicant's project.

Any person acting on behalf of the property owner for the work referenced below shall be requested to present documentation evidencing that they are the owner's representatives. This may include Power of Attorney, a notarized statement from the property owner or a copy of a contractual arrangement.

TERMS OF AGREEMENT

I/We understand that Yuba County Ordinance Code Chapter 13 requires a deposit for services and CDSA will bill as services are rendered against that deposit. I/We agree to pay any required additional deposit(s) to maintain a positive deposit balance. I/We understand that all services by CDSA will cease for this project if the deposit is depleted to zero balance and a request for an additional deposit payment has not been fulfilled by the applicant within 30 days of the request. I/We further understand that until CDSA receives written notification of a change in the information provided below, I/We am/are responsible for payment for all services performed by CDSA. I/We understand that upon completion of the project any unused portion of the deposit will be returned to the applicant at the billing address on file or to any written change of address on file with CDSA.

In the event there is an outstanding balance due for the project and the request for payment is 90 days or more past due, I/We agree to allow and hereby consent to the delinquent payment amount being made by the Yuba County Board of Supervisors for placement of a lien on the property equal to the past due amount plus additional penalties as described in Yuba County Ordinance Code Chapter 13.

SITE INFORMATION	BILLING INFORMATION
APN:	Project Name:
Property Owner/Business Name:	Applicant:
Address:	Address:
Telephone:	Telephone:

I declare under penalty of perjury under the laws of the State of California that I am the property owner or that I am authorized to enter into this fee agreement on his/her behalf. I have read the conditions concerning CDSA Fees and I understand that in the event that the billing party I have indicated does not pay required fees, I will be responsible for payment and failure to pay could result in a judgment or other lien being placed on the above referenced property. I further agree to advise CDSA in writing should I no longer be associated with the above referenced project/property and identify the new responsible party.

Signature _____ Dated: _____ CDL# _____

Printed Name _____ Telephone # _____