

NEVADA COUNTY COMMUNITY DEVELOPMENT AGENCY
PLANNING DEPARTMENT
ERIC ROOD ADMINISTRATION BUILDING
950 Maidu Avenue, Suite 170
Nevada City, California 95959-8617
Phone: (530) 265-1222; FAX: (530) 265-9854

APPLICATION PACKET for
PETITION FOR EXCEPTIONS TO DRIVEWAY STANDARDS

Title 4 of the Nevada County Code establishes certain Fire Safe Regulations relative to development, including Driveway Standards, Emergency Water Supply, and Fuel Modification requirements. The Fire Safe Regulations are applicable to residential construction, road construction (not related to a subdivision or a discretionary permit), subdivisions, and all administrative or discretionary land use permits. **This application form is applicable to building and grading permits that are not part of discretionary permit.**

In order to waive or modify an adopted regulation, an approval must be granted by the Planning Director and Fire Marshal. Additional review of this application may be required by the Department of Public Works if applicable. An Exception is defined by the California Public Resources Code, Section 4290, and Section 4.03.040 of the Nevada County Code, as follows:

“An alternative to the specified standard requested by the applicant that may be necessary due to health, safety, environmental conditions, physical site limitations or other limiting conditions such as recorded historical sites, that provides mitigation of the problem.”

In approving any request, the Planning Director must find that the substituted mean(s) of fire protection provide the same overall practical effect as the required fire safe regulation. Such evidence shall be supported by the California Department of Forestry and Fire Protection.

Where an exception is not granted by the inspection authority the applicant may appeal that denial to the Nevada County Board of Supervisors.

PETITION FOR EXCEPTIONS TO DRIVEWAY STANDARDS

FILING INSTRUCTIONS & CHECKLIST

This form must be filed with your application. Please check off (✓) each item to verify that the required information is attached. Your application will not be accepted if any required item is missing.

- () 1. The signed and completed Application form, including a letter of authorization from the property owner(s) if the applicant is not the property owner.
- () 2. Filing fees pursuant to the most recently adopted Resolution of the Board of Supervisors.
- () 3. The signed and completed Agreement to Pay Form.
- () 4. Proof of legal primary access to the project site. If your property is beyond dead-end road limits (see Sections 12.04.218 and 16.10.040), proof of legal secondary access is required.
- () 5. Photos of the site and a site plan reduction indicating where photos were taken.
- () 6. The completed, attached Information Form, providing documentation as to the need for this Exception to an adopted ordinance requirement.
- () 7. 4 folded copies of a site plan drawn per following instructions. All **plans must be folded** to a maximum 8-1/2" X 14" size. Unfolded plans will not be accepted.
- () 8. One copy 8½" X 11" reduction of the site plan.
- () 9. Thumb drive with digital copies of all project materials. Thumb drive will be retained by the Planning Department.

FORM/CONTENT OF SITE PLAN

The following information shall be provided on submitted site plans.

A. General

- () 1. The site plan shall be fully dimensioned and drawn to a commonly recognized architect's or engineer's scale, IN INK. The legal lot size shall be shown.
- () 2. Provide a vicinity map showing the general project location (1" = 2000' scale) in relationship to the surrounding area with the mileage from the nearest County road shown.
- () 3. Provide a North arrow and the scale to which the plan is drawn.
- () 4. Provide a legend which includes:
 - a. the project proposal (Exception to Fire Safe Standard for a)
 - b. property owner/applicant name(s)
 - c. applicant's representative, if any
 - d. date of site plan preparation
 - e. Assessor's Parcel Number
- () 5. Topography shown with sufficient detail for proper study of building site, drainage, sewage disposal and driveway or road locations.

B. Roads, Drainages & Easements

- () 1. Show the location and names of all abutting roads, including rights-of-way boundaries, road centerlines, width of traveled way, type of surfacing and grades.
- () 2. Show deeded access if property does not front on a County road.
- () 3. Show radius of all curves on existing and proposed roads.
- () 4. Show location of and size of existing culverts on and abutting the property.
- () 5. Show the location and purpose of all existing public and private utility easements.
- () 6. Show location of existing or proposed sewage disposal systems and wells.
- () 7. Show all required setbacks for buildings, waterways, sewage disposal and well sites.
- () 8. Show the location and purpose of all existing public and private utility easements.
- () 9. Show location of all existing and proposed structures on the property; show their setbacks from property lines, label their use and show their size (gross square footage by floor).
- () 10. Delineate environmentally sensitive areas, i.e. wetlands, riparian areas.

**PETITION FOR EXCEPTIONS TO DRIVEWAY STANDARDS
INFORMATION FORM**

1. Describe the required standard: Title 4, Chapter 3: _____

2. Provide factual information supporting the reason you cannot meet the standard:

3. Describe the “**same practical effect**” improvements you propose to provide in lieu of meeting the County standard (other than a required ordinance standard):

NEVADA COUNTY PLANNING DEPARTMENT
LAND USE APPLICATION

Planner use only:

PLN _____

ENT _____

Please print or type in black ink

Type of application(s) for which you are applying:

- | | | |
|---|---|--|
| <input type="checkbox"/> Tentative Map | <input type="checkbox"/> Ordinance Amendment | <input type="checkbox"/> Certificate of Compliance |
| <input type="checkbox"/> Use Permit | <input type="checkbox"/> Zone Change | <input type="checkbox"/> Voluntary Merger |
| <input type="checkbox"/> Development Permit | <input type="checkbox"/> General Plan Amendment | <input type="checkbox"/> Home Business |
| <input type="checkbox"/> Administrative Dev. Permit | <input type="checkbox"/> Variance | <input type="checkbox"/> Temporary Commercial Permit |
| <input type="checkbox"/> Boundary Line Adjustment | <input type="checkbox"/> Setback Easement | <input type="checkbox"/> Management Plan |
| <input type="checkbox"/> Other (specify): _____ | | |

PROJECT DESCRIPTION: _____

Assessor's Parcel No(s): _____

Applicant Name(s): _____

Applicant Mailing Address: _____

Telephone #: () _____ E-Mail: _____ FAX#: _____

Property Owners Full Names: _____

Property Owner Mailing Address: _____

Telephone #: () _____ E-Mail: _____ FAX#: _____

Name of Representative (if applicable): _____

Address of Representative: _____

Telephone #: () _____ E-Mail: _____ FAX#: _____

Site address(es): _____ Acreage(s): _____

Water Source: _____ Method of Sewage Disposal: _____

I hereby acknowledge that I have read the instructions for filing this application and state under penalty of perjury that the information provided on all attached documents is correct.

Signature of () Property Owner(s) or () Authorized Representative*

_____ Date: _____

_____ Date: _____

***Representative may sign application if a Letter of Authorization from the owner(s) is provided.**



AGREEMENT TO PAY

Nevada County Community Development Agency fees are based on Board of Supervisor approved fee schedules. Hourly fees and fees for services in excess of a minimum fee collected, including re-inspections, are billed to the applicant based on the Board approved fee schedule in effect at the time the work is performed by staff. This Agreement To Pay form must be signed and original signatures submitted to the NCCDA along with the completed permit forms and the initial payment of fees. Copies of current fee schedules are available from our Customer Service Staff or on the web at http://www.nevadacountyca.gov

I/We understand that the NCCDA will bill as services are rendered, and I/We agree to pay such billing within thirty (30) days of the mailing of such billing for the project/permit. If payments on outstanding invoices are not made within thirty (30) days after the date of the invoice, County staff may cease work on the project until the required payment is made, subject to any other provisions of the law. All fees must be paid prior to the granting of any permits, approvals, or any land use entitlement for which services are required. The collection of fees, however, does not guarantee the granting of any permits, approvals, or land use entitlements for which I/We are applying.

Site Information:

Invoices and/or notices to be mailed to:

Table with 2 columns: Site Information and Invoices and/or notices to be mailed to. Rows include APN, Property Owner/Business Name, Address, Phone Number, and Email.

NCCDA Staff is authorized to consult with necessary governmental agencies and the following individuals concerning this project:

I certify under proof of perjury 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 Nevada County Community Development Agency 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. I further agree to advise the department in writing should I no longer be associated with the above referenced project/property, rendering this agreement invalid as of the change of the date that the letter is received by the Nevada County Community Development Agency.

Printed Name: _____ Dated: _____
Signature: _____

THIS SECTION FOR OFFICE USE ONLY

Service: _____ Department: _____ Job No: _____
Amount: \$ _____ Check #: _____ Receipt #: _____ Date of Receipt: _____



Community Development Agency

Planning Department

Planning@nevadacountyca.gov
www.nevadacountyca.gov/Planning

950 Maidu Avenue, Suite #170
PO BOX #599002
Nevada City, CA 95959

PH: (530) 265-1222 ext. 2
FAX: (530) 265-9854

LEVINE ACT DISCLOSURE STATEMENT

California Government Code Section 84308, commonly referred to as the "Levine Act," prohibits any Commissioner, Board of Supervisors member, or any Other Elected County Officer ("County Officer") from participating in any action related to a proceeding if they receive any political contributions totaling more than \$500 (as of Jan. 1, 2025) within the previous 12 months, while a proceeding is pending, and for 12 months following the date a final decision in a proceeding concerning a license, permit, entitlement, franchise or, contract (collectively "license, permit, or contract") has been made, from the person or company awarded the said license or contract. The Levine Act also requires a County Officer who has received such a contribution to disclose the contribution on the record of the proceeding.

County Elected Officials and Appointed Commissions include, but may not be limited to, the list provided below, and individual officers or commissioners are listed at the following site:

<https://www.nevadacountyca.gov/3140/Committee-Board-and-Commission-Information>

- Board of Supervisors- <https://www.nevadacountyca.gov/731/Board-of-Supervisors>
- Planning Commission
- Agricultural Advisory Commission
- South County Municipal Advisory Council
- Penn Valley Municipal Advisory Council
- Regional Housing Authority
- Nevada County Transportation Commission
- Nevada County Airport Land Use Commission- Grass Valley/Truckee
- Nevada County Airport Commission
- Local Area Formation Commission (LAFCo)
- Historical Landmarks Commission
- Fish and Wildlife Commission
- Nevada County Sanitation District No. 1 Advisory Commission

Proposers are responsible for accessing the link above to review the names prior to answering the following questions:

1. Have you or your company, or any agent on behalf of you or your company, made any political contributions of more than \$500 to any County Officer in the 12 months preceding the date of the submission of your proposals or the anticipated date of any Board or Commission action related to this license, permit, or contract?

YES

NO

If yes, please identify the County Officer(s):

2. Do you or your company, or any agency on behalf of you or your company, anticipate or plan to make any political contribution of more than \$500 to any County Officer in the 12 months following any Board or Commission action related to this license, permit, or contract?

YES

NO

If yes, please identify the County Officer(s):

Answering yes to either of the two questions above does not preclude the County of Nevada from awarding a license, permit, or contract to your firm or any taking any subsequent action related to the said license, permit, or contract. It does, however, preclude the identified County Officers from participating in any actions related to this license, permit, or contract.

Date

Signature of authorized individual

Type or write name of authorized individual

Signature of authorized individual

Type or write name of company