



RESIDENTIAL BUILDING PERMIT CHECKLIST FOR MENDOCINO COUNTY



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FOR ADDITIONAL INFORMATION

CONTACT US AT:

MENDOCINO COUNTY
PLANNING AND BUILDING
SERVICES

860 N. BUSH ST
UKIAH, CA

OFFICE TELEPHONE: 707-234-6650

OR ONLINE AT:

www.mendocinocounty.org/pbs

EMAIL: PBS@mendocinocounty.org

FORT BRAGG OFFICE:

120 WEST FIR ST.

FORT BRAGG, CA

OFFICE TELEPHONE: 707-964-5379



BUILDING PERMIT APPLICATION CHECKLIST FOR REDWOOD VALLEY

AT PERMIT APPLICATION SUBMITTAL YOU WILL NEED THE FOLLOWING (FOR A “STICK BUILT” SINGLE FAMILY RESIDENCE):

- ☐ **1 permit application with all fields and the applicable declaration(s) completed**
- ☐ **1 copy of an 8 1/2” x 11” plot/site plan (see site plan requirements)**
- ☐ **3 copies of construction plans (building or grading)**
- ☐ **1 copy of CAL FIRE application with preliminary approval & conditions (if applicable)**
- ☐ **2 Copies of Title 24—Energy Compliance**
- ☐ **2 copies of engineering calculations with “Wet Signature”**

***For Class K requirements please contact us at**

Ukiah Office: 707-234-6650

Fort Bragg Office: 707-964-5379



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PBS@mendocinocounty.org

FORT BRAGG OFFICE:

120 WEST FIR ST.

FORT BRAGG, CA

OFFICE TELEPHONE: 707-964-5379



MANUFACTURED/MOBILE HOME BUILDING PERMIT APPLICATION CHECKLIST FOR REDWOOD VALLEY

AT PERMIT APPLICATION SUBMITTAL YOU WILL NEED THE FOLLOWING (FOR A MANUFACTURED/MOBILE HOME):

- ☐ **1 permit application with all fields and the applicable declaration(s) completed**
- ☐ **1 copy of an 8 1/2" x 11" plot/site plan (see site plan requirements)**
- ☐ **2 copies of Manufactured Home installation OR Manufactured Home block setup**
- ☐ **2 copies of Manufactured Home permanent foundation plans OR Manufactured Home engineered tie down system**
- ☐ **1 copy of CAL FIRE application with preliminary approval (if applicable)**

*** Please contact Department Of Transportation regarding Transportation permit requirements**

707-463-4363



**FOR ADDITIONAL INFORMATION
CONTACT US AT:**

**MENDOCINO COUNTY
PLANNING AND BUILDING
SERVICES
860 N. BUSH ST
UKIAH, CA**

**OFFICE TELEPHONE: 707-234-6650
OR ONLINE AT**

www.mendocinocounty.org/pbs

EMAIL:

PBS@mendocinocounty.org

FORT BRAGG OFFICE:

120 WEST FIR ST.

FORT BRAGG, CA

OFFICE TELEPHONE: 707-964-5379



Planning and Building Services

BUILDING PERMIT APPLICATION

Permit # _____

Accepted By: _____

Date: _____

(Office Use Only)

Only property owners, licensed contractors or agents with written authorization may obtain permits.

MARK ALL THAT APPLY	1. ☐ RESIDENTIAL ☐ COMMERCIAL ☐ AGRICULTURAL ☐ INDUSTRIAL																											
	2. ☐ New ☐ Addition ☐ Remodel/Replace ☐ Demolition																											
	3. <table border="0"><tr><td>☐ Single Family</td><td>☐ Mobile Home</td><td>☐ Grading</td><td>☐ Window Change</td><td>☐ Reroof w/Sheathing</td><td>☐ Electrical</td><td>☐ Other: _____</td></tr><tr><td>☐ 2-4 Unit Residential</td><td>☐ Manufactured</td><td>☐ Fire Repair</td><td>☐ Swimming Pool</td><td>☐ Photovoltaic</td><td>☐ Class K</td><td></td></tr><tr><td>☐ 5+ Unit Residential</td><td>☐ Modular</td><td>☐ Garage/Storage</td><td>☐ Siding</td><td>☐ Mechanical</td><td>☐ Ag Exempt</td><td></td></tr><tr><td>☐ Second Residence</td><td>☐ Foundation Only</td><td>☐ Deck/Patio Cover</td><td>☐ Reroof</td><td>☐ Plumbing</td><td>☐ Occupancy Change</td><td></td></tr></table>	☐ Single Family	☐ Mobile Home	☐ Grading	☐ Window Change	☐ Reroof w/Sheathing	☐ Electrical	☐ Other: _____	☐ 2-4 Unit Residential	☐ Manufactured	☐ Fire Repair	☐ Swimming Pool	☐ Photovoltaic	☐ Class K		☐ 5+ Unit Residential	☐ Modular	☐ Garage/Storage	☐ Siding	☐ Mechanical	☐ Ag Exempt		☐ Second Residence	☐ Foundation Only	☐ Deck/Patio Cover	☐ Reroof	☐ Plumbing	☐ Occupancy Change
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Project Address: _____ APN: _____

Driving Directions: _____

Complete scope of work: _____		Valuation: \$ _____																																																																									
<table border="1"><thead><tr><th></th><th>Existing</th><th>Proposed</th></tr></thead><tbody><tr><td colspan="3">Residential</td></tr><tr><td>☐ Living Area</td><td></td><td>sf</td></tr><tr><td>☐ Garage/Storage</td><td></td><td>sf</td></tr><tr><td>☐ Deck</td><td></td><td>sf</td></tr><tr><td>☐ Porch</td><td></td><td>sf</td></tr><tr><td>☐ Carport</td><td></td><td>sf</td></tr><tr><td>☐ Remodel</td><td></td><td>sf</td></tr><tr><td>☐ Other:</td><td></td><td>sf</td></tr><tr><td colspan="3">Commercial/Industrial</td></tr><tr><td>☐ Office</td><td></td><td>sf</td></tr><tr><td>☐ Medical</td><td></td><td>sf</td></tr><tr><td>☐ Retail</td><td></td><td>sf</td></tr><tr><td>☐ Restaurant</td><td></td><td>sf</td></tr><tr><td>☐ Warehouse</td><td></td><td>sf</td></tr><tr><td>☐ Other:</td><td></td><td>sf</td></tr><tr><td colspan="3">Agricultural</td></tr><tr><td>☐ Other:</td><td></td><td>sf</td></tr></tbody></table>		Existing	Proposed	Residential			☐ Living Area		sf	☐ Garage/Storage		sf	☐ Deck		sf	☐ Porch		sf	☐ Carport		sf	☐ Remodel		sf	☐ Other:		sf	Commercial/Industrial			☐ Office		sf	☐ Medical		sf	☐ Retail		sf	☐ Restaurant		sf	☐ Warehouse		sf	☐ Other:		sf	Agricultural			☐ Other:		sf	<table border="1"><tr><td>Grading ☐ YES ☐ NO</td></tr><tr><td>Cut _____ (cy) Fill _____ (cy) Slope _____ (sf)</td></tr><tr><td>Area of disturbance _____ (sf)</td></tr><tr><td>Utilities</td></tr><tr><td>☐ Well ☐ Septic ☐ Public: _____</td></tr><tr><td>Will you or your contractor perform any of the following?</td></tr><tr><td>☐ Construct/upgrade a fence?</td></tr><tr><td>☐ Construct/upgrade driveway?</td></tr><tr><td>☐ Construct new road or upgrade an existing approach?</td></tr><tr><td>☐ Install/replace culvert in roadside ditch?</td></tr><tr><td>☐ Install utilities/services in County Right-of-Way?</td></tr><tr><td>☐ Trim/remove any trees within County Right-of-Way?</td></tr><tr><td>☐ Will not be performing any of the above actions.</td></tr><tr><td>Are there any other buildings on the site? If so, please describe: _____</td></tr><tr><td>_____</td></tr><tr><td>_____</td></tr><tr><td>Are there any other adjoining properties owned? If so, list APN's: _____</td></tr><tr><td>_____</td></tr><tr><td>_____</td></tr><tr><td>_____</td></tr></table>	Grading ☐ YES ☐ NO	Cut _____ (cy) Fill _____ (cy) Slope _____ (sf)	Area of disturbance _____ (sf)	Utilities	☐ Well ☐ Septic ☐ Public: _____	Will you or your contractor perform any of the following?	☐ Construct/upgrade a fence?	☐ Construct/upgrade driveway?	☐ Construct new road or upgrade an existing approach?	☐ Install/replace culvert in roadside ditch?	☐ Install utilities/services in County Right-of-Way?	☐ Trim/remove any trees within County Right-of-Way?	☐ Will not be performing any of the above actions.	Are there any other buildings on the site? If so, please describe: _____	_____	_____	Are there any other adjoining properties owned? If so, list APN's: _____	_____	_____	_____
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Size of Structure: _____ sf																																																																											
Total # of Bedrooms: _____ Existing _____ Proposed																																																																											
If Mobile Home, Year: _____ Make: _____																																																																											
Model: _____ Serial #: _____																																																																											

Applicant Information: Please check the appropriate box for the primary contact☐ PROPERTY OWNER☐ AGENT☐ CONTRACTOR☐ OWNER/BUILDER? *Proof of Ownership will be required

Property Owner Name: _____ Phone: _____ Email: _____

Address: _____

Agent Name: _____ Phone: _____ Email: _____

Address: _____

Contractor Name: _____ Phone: _____ Email: _____

Address: _____ License # & Class: _____

Waste Management-Recycling Plan

- ☐ Yes - I understand that a Construction Waste Management Plan is required for all construction permits of 1,000 sf or more and all demolition permits. 50% diversion of your waste may be required.

LICENSED CONTRACTOR DECLARATION: I hereby affirm under penalty of perjury that I am licensed under the provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Date: _____ Contractor Signature: _____

OWNER/BUILDER DECLARATION: I hereby affirm under penalty of perjury that I am exempt from the Contractors' State License Law for the reason(s) indicated below by the checkmark(s) I have placed next to the applicable item(s) (Section 7031.5, Business and Professions Code: Any city or county that requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for the permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors' State License Law (Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code) or that he or she is exempt from licensure and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500).)

☐ I, as owner of the property, am exclusively contracting with licensed Contractors to construct the project (Section 7044, Business and Professions Code: The Contractors' State License Law does not apply to an owner of property who builds or improves thereon, and who contracts for the projects with a licensed Contractor pursuant to the Contractors' State License Law.).

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do () all of OR () portions of the work, and the structure is not intended or offered for sale (Section 7044, Business and Professions Code: The Contractors' State License Law does not apply to an owner of property who, through employees' or personal effort, builds or improves the property, provided that the improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year of completion, the Owner-Builder will have the burden of proving that it was not built or improved for the purpose of sale.).

☐ I am exempt from licensure under the Contractors' State License Law for the following reason: _____

By my signature below I acknowledge that, except for my personal residence in which I must have resided for at least one year prior to completion of the improvements covered by this permit, I cannot legally sell a structure that I have built as an owner-builder if it has not been constructed in its entirety by licensed contractors. I understand that a copy of the applicable law, Section 7044 of the Business and Professions Code, is available upon request when this application is submitted or at the following Web site: <http://www.leginfo.ca.gov/calaw.html>.

Date: _____ Owner Signature: _____

WORKER S' COMPENSATION DECLARATION: *Please read carefully and check the applicable statement below:*

WARNING: FAILURE TO SECURE WORKERS' COMPENSATION COVERAGE IS UNLAWFUL, AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES AND CIVIL FINES UP TO ONE HUNDRED THOUSAND DOLLARS (\$100,000), IN ADDITION TO THE COST OF COMPENSATION, DAMAGES AS PROVIDED FOR IN SECTION 3706 OF THE LABOR CODE, INTEREST, AND ATTORNEY'S FEES.

I hereby affirm under penalty of perjury one of the following declarations:

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are: Carrier _____ Policy No _____ Expiration Date _____

Name of Agent _____ Phone Number _____

☐ I certify that, in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that, if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

☐ I have and will maintain a certificate of consent to self-insure for workers' compensation, issued by the Director of Industrial Relations as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. Policy Number _____

CONSTRUCTION LENDING AGENCY:

I hereby affirm under penalty of perjury that there is a construction lending agency for the performance of the work for which this permit is issued (Section 3097, Civil Code). ☐ N/A

Lender's Name _____

Lender's Address _____

By my signature below, I certify to the following: I am () a California licensed contractor or () the property owner* or () authorized to act on the property owner's behalf**. I have read this construction permit application and the information I have provided is correct. I agree to comply with all applicable city and county ordinances and state laws relating to building construction. I authorize representatives of this city or county to enter the above-identified property for inspection purposes.

TIME LIMITATIONS OF APPLICATION: *An application for a permit for any proposed work shall be deemed to have been abandoned 1 year after the date of filing, unless a permit has been issued. The destruction of documents may occur 180 days after application expiration date.*

Date: _____ SIGNATURE OF APPLICANT: _____

* Requires Separate Owner Verification

**Requires Separate Agent Authorization Form



COUNTY OF MENDOCINO

DEPARTMENT OF PLANNING AND BUILDING SERVICES

860 NORTH BUSH STREET • UKIAH • CALIFORNIA • 95482

120 WEST FIR STREET • FORT BRAGG • CALIFORNIA • 95437

IGNACIO GONZALEZ, INTERIM DIRECTOR

PHONE: 707-234-6650

FAX: 707-463-5709

FB PHONE: 707-964-5379

FB FAX: 707-961-2427

pbs@co.mendocino.ca.us

www.co.mendocino.ca.us/planning

Plot Plan Requirements

Your application for a building permit must include 3 copies of an 8½" x 11" Plot Plan. (Larger paper size (up to 11x17) may be accepted upon approval). The information shown on the plot plan should be legible, drawn to scale if possible and must show the following:

1. Property Owner's Name, Job Address, and Assessor's Parcel Number(s).
2. Legal Parcel Configuration clearly shown with all property boundaries, dimensions and acreage (must include all Assessors' Parcel Numbers).
3. Adjacent streets both public and private and any access easements.
4. Distance from centerline of any public/private roadway to property line.
5. North Arrow and scale if applicable.
6. Proposed structure or addition including distance from property lines and other structures (i.e. Proposed Single Family Residence, Proposed Garage etc...)
7. All Existing structures clearly labeled and distances from property lines (i.e. Existing Garage, Existing Barn etc...)
8. Driveways, Parking and Loading areas. Parking space size and setbacks from property lines must be shown for all commercial/industrial parking.
9. Existing and proposed septic systems/leach fields and wells, including distances from structures.
10. Easements and Utility lines (power, sewer, water, access etc...)
11. Fences, retaining walls.
12. Lakes, ponds or streams to be identified with names if appropriate. Setbacks from watercourse to proposed project.
13. Location of Floodplain/Floodway.
14. Location of any Signs and distances to property lines for commercial/industrial uses.

Plot Plans, which may not be acceptable:

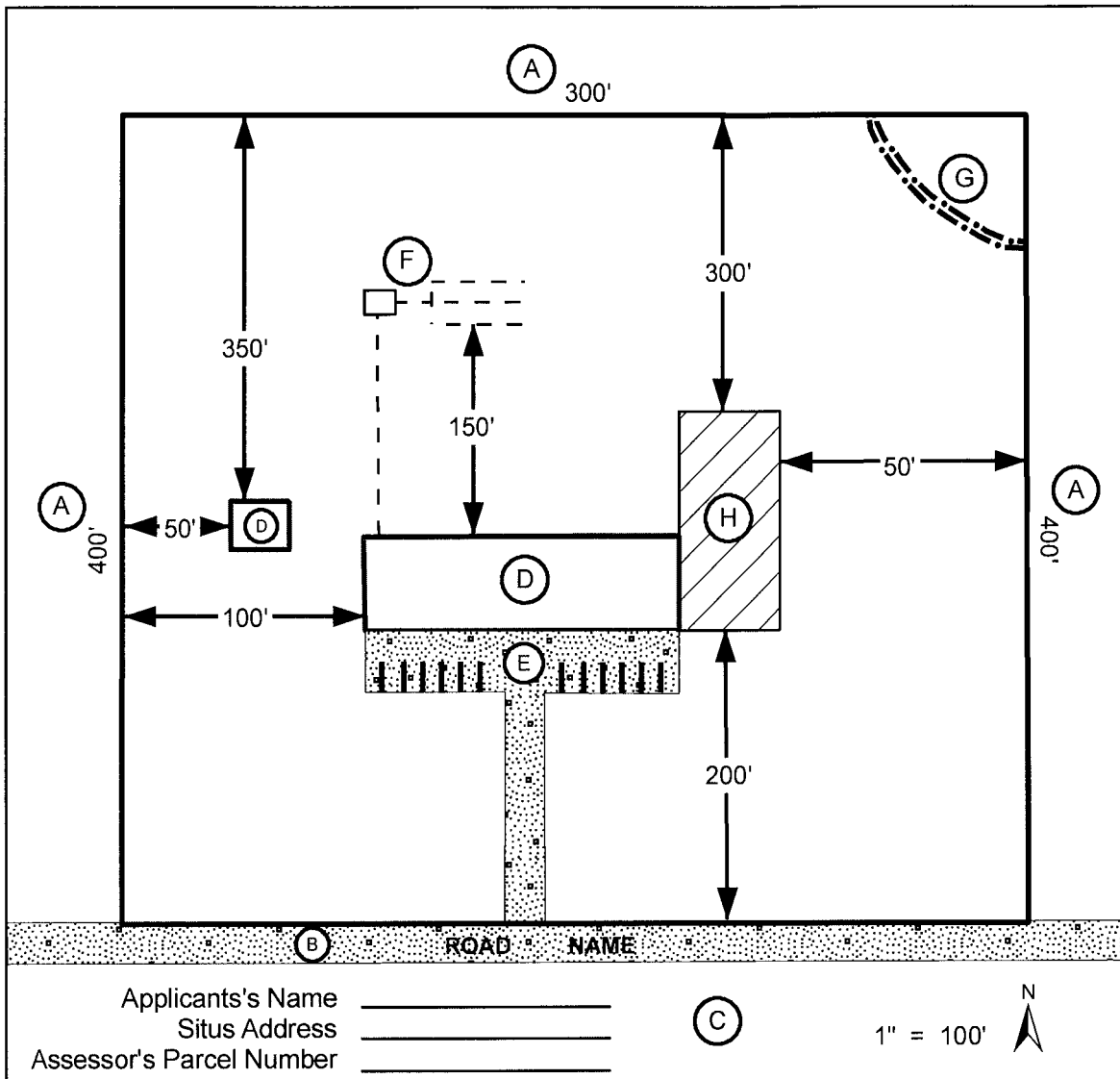
- a. Copies from the CDF application
- b. Portions of larger scaled plot plans
- c. Copies of plot plans used for previously approved building permits (plans which may include whited out areas, previous approval signatures, and illegible notations).

Failure to include any of the required information may result in the rejection of your application, in the delay of processing your building permit application or invalidate your approved building permit.

You may wish to use the Plot Plan Form supplied with your building permit application for your convenience.

See other Side for Sample Plot Plan

SAMPLE PLOT PLAN



- A. Parcel Shape and Dimensions.
- B. Adjacent Streets.
- C. North Arrow and Scale.
- D. Existing Buildings including distance from property lines.
- E. Driveways, Parking and Loading Areas.
- F. Existing and proposed septic system and wells including distances from structures.
- G. Easements and Utility Lines (power, sewer, water, etc.).
- H. Proposed structure or addition including distance from property lines.

PLOT PLAN



**COUNTY
OF
Mendocino**

APPLICATION#_____

JOB ADDRESS:_____ **CITY OR TOWN:** _____

ASSESSOR’S PARCEL #: _____ **PROPERTY OWNER’S NAME:** _____

SHOW ALL BUILDINGS, STRUCTURES, SEPTIC TANKS AND LEACH FIELDS, WELLS, STREAMS, LAKES, ROADS, STREETS, ALLEYS, RETAINING WALLS, FENCES, EASEMENTS, POWER POLES, AND ANY OTHER IMPROVEMENTS AND INDICATE ALL DISTANCES BETWEEN. SPECIFY WHETHER EXISTING OR PROPOSED. INDICATE ORIENTATION WITH A NORTH ARROW.



DEPARTMENT OF FORESTRY AND FIRE PROTECTION

Mendocino Unit
17501 North Highway 101
Willits, CA 95490
(707) 459-7414
Website: www.fire.ca.gov



FIRE SAFETY REGULATIONS APPLICATION PACKAGE
INSTRUCTIONS FOR COMPLETION

To ensure that the California Department of Forestry and Fire Protection (CAL FIRE) can adequately identify which regulations apply to your project and/or respond to your inquiry we ask that you do the following;

- 1) Print neatly IN PEN or type application. Fill in ALL application information.
- 2) Be as thorough as possible within the space provided.
- 3) **Answer all questions-Failure to do so may result in your application being returned.**
- 4) Use the example in helping prepare your site plan on the provided 8-1/2 x 11" graph paper.
- 5) For residential dwellings, garages, and accessory buildings, do not supply architectural drawings, unless the size of the project requires it.
- 6) Subdivisions and parcel splits should include tentative parcel maps.
- 7) Show all existing and proposed roads, driveways, bridges, gates, setbacks, property lines and water systems and indicate distances between all buildings and property lines. Show widths, lengths, and steepness (in % grade) of proposed roads and driveways.
- 8) Make sure you have signed the application and mail or deliver to the address on the front page. Office hours are 8:00 A.M. to 5:00 P.M., Monday through Friday.
- 9) Your application will be held at the Howard Forest CAL FIRE Headquarters Office for pickup or mailed to: (1) The applicant/owner, or (2) Your agent, **PLEASE INDICATE WHICH YOU WOULD PREFER.** *Because of CAL FIRE's response to emergency incidents and other routine responsibilities, please allow up to two weeks for processing your application.*
- 10) *Please make a copy of the completed application (with the attached "Conditions of Approval") for your files before submitting to Mendocino County Planning & Building Services. Contact the CAL FIRE Headquarters Office to Request a Final Inspection when you have **COMPLETED** the criteria outlined in your Conditions of Approval.*



DEPARTMENT OF FORESTRY AND FIRE PROTECTION

Mendocino Unit
 17501 North Highway 101
 Willits, CA 95490
 (707) 459-7414
 Website: www.fire.ca.gov

CAL FIRE File #

To be completed by CAL FIRE

-OFFICE USE ONLY-

STATE FIRE SAFE REGULATIONS APPLICATIONS FORM

Please complete the following and submit to the California Department of Forestry and Fire Protection (CAL FIRE). **See the attached Homeowner's Summary of Fire Prevention and Loss Reductions Laws to ensure your plans will meet the requirements. If not, you will be required to propose and submit an exemption (Detailed in Item #19) for the Department's review. Failure to submit a proposed exemption when required will result in delays. CAL FIRE will strive to work with landowners who require an exemption, however, submitting an exemption in itself, does not guarantee it will be accepted by CAL FIRE.**

1. Name, Mailing Address and Phone Number of Property Owner:

Phone: _____

2. Name, Mailing Address and Phone Number of Agent representing the Property Owner:

Phone: _____

Mail correspondence to:

☐ Owner **OR** ☐ Agent **OR** ☐ Pick-up at Howard Forest

3. Address/Location of proposed building site:

APN: _____

CONSERVATION IS WISE—KEEP CALIFORNIA GREEN AND GOLDEN

PLEASE REMEMBER TO CONSERVE ENERGY. FOR TIPS AND INFORMATION, VISIT "FLEX YOUR POWER" AT WWW.CA.GOV

Is it accessible, gate, locked? If so, gate combination or instructions to access:

4. Type of Project – CHECK ONE

☐ Subdivision

Current acreage before split: _____

Number of new parcels to be created: _____

Acreage of newly created parcels: _____

☐ Use Permit

Describe your project, include dates, times, number of people, roads used or required, etc.

☐ Building Permit

☐ New building, ☐ Remodel, ☐ Class K, ☐ Replacement, ☐ Other

_____ Size in square feet of Single Family dwelling, if applicable.

_____ Size in square feet of attached garage, if applicable.

_____ Size in square feet of proposed detached garage, if applicable.

_____ Size in square feet of proposed accessory building(s), if applicable.

_____ Size in square feet of other proposed structure, if applicable.

_____ **TOTAL SQUARE FOOTAGE**

Briefly describe the type of structure you will be building:

5. ☐ Yes ☐ No -- Is project location map attached showing access to the site?

6. ☐ Yes ☐ No -- Was the subject parcel created PRIOR to January 1, 1992?

If NO please answer a & b below:

a. ☐ Yes ☐ No -- Is the structure within ½-mile driving distance of a working fire hydrant?

b. ☐ Yes ☐ No -- Is the structure within a 5-mile driving distance of a year round fire station?

Set Back Standard- If YES to # 7 and NO to # 8, an exemption will be required.

7. ☐ Yes ☐ No -- Is the subject parcel 1 acre or larger?
8. ☐ Yes ☐ No -- Will the proposed structure(s) be 30 ft. or more from ALL property lines?

Road and Driveway Standards -Roads or driveways deviating from the Standards will require an exemption.

9. ☐ Yes ☐ No -- Will your project require construction of a new road?
If so, how long in feet or miles? _____
If so, what is the maximum grade(%)? _____
10. ☐ Yes ☐ No -- Will your project require the extension of an existing road?
If so, how long in feet or miles? _____
If so, what is the maximum grade(%)? _____
11. ☐ Yes ☐ No -- Will your project require construction of a new driveway?
If so, how long in feet or miles? _____
If so, what is the maximum grade(%)? _____
12. ☐ Yes ☐ No -- Will your project require the extension of an existing driveway?
If so, how long in feet or miles? _____
If so, what is the maximum grade(%)? _____
13. If NO to 9-12 above, Describe the existing road/driveway:

14. Describe the turnout locations, their spacing, and the turnaround or hammerhead "T" related to your project and the standards ensure it meets the required standard or an exemption will be needed.

15. ☐ Yes ☐ No -- Are there existing bridges en route to the proposed project located on your property?
16. ☐ Yes ☐ No -- Will this project require any bridges to be constructed/installed?

Timber and Land Conversion Activities- FOR TIMBER RELATED QUESTIONS, PLEASE CALL 707-459-7440.

17. ☐ Yes ☐ No -- Will trees be cut and timber products sold, bartered, traded or exchanged?

If YES, may require a harvest permit from CAL FIRE Resource Management.

18. ☐ Yes ☐ No -- Will timberland be converted to non-timber growing use?

If YES, may require a harvest permit from CAL FIRE Resource Management.

Exemption Request

19. ☐ Yes ☐ No -- Are you requesting any exemptions to the Fire Safe Regulations?

If YES, attach a separate page identifying the applicable section of State Law pertinent to your request, material facts supporting the request, the details of the exemption or mitigation measures proposed, and a map showing the proposed location of the exemption or mitigation measure.

An exemption may be granted only if it is "necessary due to health, safety, environmental conditions, physical site limitations or other limiting conditions such as recorded historical sites" and if it "provides the same overall practical effect as these [fire safe] regulations towards providing defensible space." (Cal. Code Regs., tit. 14, §§ 1270.07, 1271.00.) An exemption may not allow avoidance of the standards. An exemption is an "alternative...that provides mitigation of the problem."

I hereby agree to maintain the property in compliance with the Fire Safe Requirements established in the Public Resources Code Section 4290.

SIGNATURE OF PROPERTY OWNER OR AGENT _____

Print Name

Shoulder: Roadbed or surface adjacent to the traffic lane.

State Board of Forestry (SBOF): A nine member board, appointed by the Governor, which is responsible for developing the general forest policy of the state, for determining the guidance policies of the Department of Forestry and Fire Protection, and for representing the state's interest in federal land in California.

State Responsibility Area (SRA): As defined in the Public Resources Code section 4126-4127; and the California Code of Regulations, Title 14, Division 1.5, Chapter 7, Article 1, Sections 1220-1220.5.

Structure: That which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.

Subdivision: As defined in Section 66424 of the Government Code.

Traffic lane: The portion of a roadway that provides a single line of vehicle travel.

Turnaround: A roadway, unobstructed by parking, which allows for a safe opposite change of direction for emergency equipment. Design of such area may be a hammerhead/T or terminus bulb.

Turnouts: A widening in a roadway to allow vehicles to pass.

Vertical clearance: The minimum specified height of a bridge or overhead projection above the roadway.

Wildfire: As defined in Public Resources Code Section 4103 and 4104.

1271.05. Distance Measurements

All specified or referenced distances are measured along the ground, unless otherwise stated.

1272.00. Maintenance of Defensible Space Measures

To ensure continued maintenance of properties in conformance with these standards and measures and to assure continue availability, access, and utilization of the defensible space provided for these standards during a wildfire, provisions for annual maintenance shall be included in the development plans and/or shall be provided as a condition of the permit, parcel or map approval.

ARTICLE 2. EMERGENCY ACCESS AND EGRESS

- § 1273.00. Intent
- § 1273.01. Road Width
- § 1273.02. Roadway Surface
- § 1273.03. Roadway Grades
- § 1273.04. Roadway Radius
- § 1273.05. Roadway Turnarounds
- § 1273.06. Roadway Turnouts
- § 1273.07. Roadway Structures
- § 1273.08. One-Way Roads
- § 1273.09. Dead-End Roads
- § 1273.10. Driveways
- § 1273.11. Gate Entrances

1273.00. Intent

Road and street networks, whether public or private, unless exempted under section 1270.02(e), shall provide for safe access for emergency wildland fire equipment and civilian evacuation concurrently, and shall provide unobstructed traffic circulation during a wildfire emergency consistent with Sections 1273.00 through 1273.11.

1273.01. Road Width

All roads shall be constructed to provide a minimum of two ten (10) foot traffic lanes, not including shoulder and striping. These traffic lanes shall provide for two-way traffic flow to support emergency vehicle and civilian egress, unless other standards are provided in this article, or additional requirements are mandated by local jurisdictions or local subdivision requirements.

1273.02. Roadway Surface

Roadways shall be designed and maintained to support the imposed load of fire apparatus weighing at least 75,000 pounds and provide an aggregate base. Project proponent shall provide engineering specifications to support design, if requested by the local authority having jurisdiction.

1273.03. Roadway Grades

The grade for all roads, streets, private lanes and driveways shall not exceed 16 percent.

1273.04. Roadway Radius

(a) No roadway shall have a horizontal inside radius of curvature of less than 50 feet and additional surface width of 4 feet shall be added to curves of 50-100 feet radius; 2 feet to those from 100-200 feet.

(b) The length of vertical curves in roadways, exclusive of gutters, ditches, and drainage structures designed to hold or divert water, shall be not less than 100 feet.

1273.05. Roadway Turnarounds

Turnarounds are required on driveways and dead-end roads. The minimum turning radius for a turnaround shall be forty (40) feet, not including parking, in accordance with the following figure. If a hammerhead/T is used instead, the top of the "T" shall be a minimum of sixty (60) feet in length.

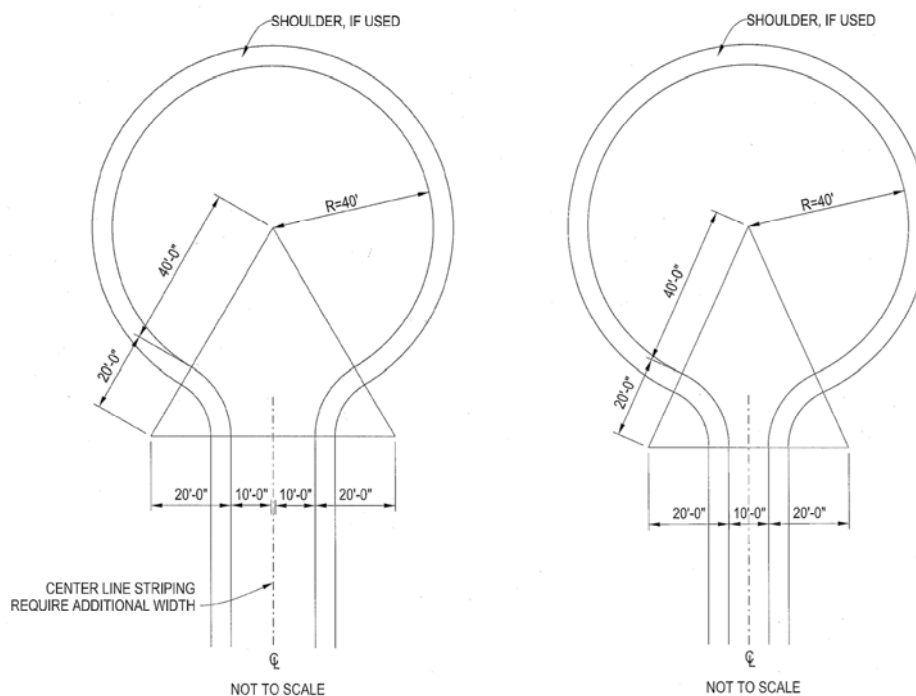


FIGURE FOR 14 CCR § 1273.05. TURNAROUND EXAMPLES

1273.06. Roadway Turnouts

Turnouts shall be a minimum of twelve (12) feet wide and thirty (30) feet long with a minimum twenty-five (25) foot taper on each end.

1273.07. Roadway Structures

(a) All driveway, road, street, and private lane roadway structures shall be constructed to carry at least the maximum load and provide the minimum vertical clearance as required by Vehicle Code Sections 35250, 35550, and 35750.

(b) Appropriate signing, including but not limited to weight or vertical clearance limitations, one-way road or single lane conditions, shall reflect the capability of each bridge.

(c) Where a bridge or an elevated surface is part of a fire apparatus access road, the bridge shall be constructed and maintained in accordance with the American Association of State and Highway Transportation Officials Standard Specifications for Highway Bridges, 17th Edition, published 2002 (known as AASHTO HB-17), hereby incorporated by reference. Bridges and elevated surfaces shall be designed for a live load sufficient to carry the imposed loads of fire apparatus. Vehicle load limits shall be posted at both entrances to bridges when required by the local authority having jurisdiction. Where elevated surfaces designed for emergency vehicle use are adjacent to surfaces which are not designed for such use, barriers, or signs, or both, as approved by the local authority having jurisdiction, shall be installed and maintained. A bridge with only one traffic lane may be authorized by the local jurisdiction; however, it shall provide for unobstructed visibility from one end to the other and turnouts at both ends.

1273.08. One-Way Roads

All one-way roads shall be constructed to provide a minimum, not including shoulders, of one twelve (12) foot traffic lane. The local jurisdiction may approve one-way roads. All one-way roads shall connect to a two-lane roadway at both ends, and shall provide access to an area currently zoned for no more than ten (10) dwelling units. In no case shall it exceed 2,640 feet in length. A turnout shall be placed and constructed at approximately the midpoint of each one-way road.

1273.09. Dead-End Roads

(a) The maximum length of a dead-end road, including all dead-end roads accessed from the dead-end road, shall not exceed the following cumulative lengths, regardless of the numbers of parcels served:

parcels zoned for less than one acre – 800 feet
parcels zoned for 1 acre to 4.99 acres – 1320 feet
parcels zoned for 5 acres to 19.99 acres – 2640 feet
parcels zoned for 20 acres or larger – 5280 feet

All lengths shall be measured from the edge of the roadway surface at the intersection that begins the road to the end of the road surface at the intersection that begins the road to the end of the road surface at its farthest point. Where a dead-end road crosses areas of differing zoned parcel sizes, requiring different length limits, the shortest allowable length shall apply.

(b) Where parcels are zoned 5 acres or larger, turnarounds shall be provided at a maximum of 1320 foot intervals.

(c) Each dead-end road shall have a turnaround constructed at its terminus.

1273.10. Driveways

(a) All driveways shall be constructed to provide a minimum of one (1) ten (10) foot traffic lane and fourteen (14) feet unobstructed horizontal clearance and unobstructed vertical clearance of fifteen (15) feet.

(b) Driveways exceeding 150 feet in length, but less than 800 feet in length, shall provide a turnout near the

midpoint of the driveway. Where the driveway exceeds 800 feet, turnouts shall be provided no more than 400 feet apart.

(c) A turnaround shall be provided to all building sites on driveways over 300 feet in length, and shall be within fifty (50) feet of the building.

1273.11. Gate Entrance

(a) Gate entrances shall be at least two (2) feet wider than the width of the traffic lane(s) serving that gate and a minimum width of fourteen (14) feet unobstructed horizontal clearance and unobstructed vertical clearance of fifteen (15) feet.

(b) All gates providing access from a road to a driveway shall be located at least thirty (30) feet from the roadway and shall open to allow a vehicle to stop without obstructing traffic on that road.

(c) Security gates shall not be installed without approval and where security gates are installed, they shall have an approved means of emergency operation. Approval shall be by the local authority having jurisdiction. The security gates and the emergency operation shall be maintained operational at all times.

(d) Where a one-way road with a single traffic lane provides access to a gated entrance, a forty (40) foot turning radius shall be used.

ARTICLE 3. SIGNING AND BUILDING NUMBERING

- § 1274.00. Intent
- § 1274.01. Size of Letters, Numbers and Symbols for Street and Roads Signs
- § 1274.02. Visibility and Legibility of Street and Road Signs
- § 1274.03. Height of Street and Road Signs
- § 1274.04. Names and Numbers on Street and Road Signs
- § 1274.05. Intersecting Roads, Streets and Private Lanes
- § 1274.06. Signs Identifying Traffic Access Limitations
- § 1274.07. Installation of Road, Street and Private Lane Signs
- § 1274.08. Addresses for Buildings
- § 1274.09. Size of Letters, Numbers and Symbols for Addresses
- § 1274.10. Installation, Location and Visibility of Addresses

1274.00. Intent

To facilitate locating a fire and to avoid delays in response, all newly constructed or approved roads, street, and buildings shall be designated by names or numbers, posted on signs clearly visible and legible from the roadway. This section shall not restrict the size of letters of numbers appearing on street signs for other purposes.

1274.01. Size of Letters, Numbers and Symbols for Street and Roads Signs

Size of letters, numbers, and symbols for street and road signs shall be a minimum 4 inch letter height, .5 inch stroke, reflectorized, contrasting with the background color of the sign.

1274.02. Visibility and Legibility of Street and Road Signs

Street and road signs shall be visible and legible from both directions of vehicle travel for a distance of at least 100 feet.

1274.03. Height of Street and Road Signs

Height of street and road signs shall be uniform county wide, and meet the visibility and legibility standards of this article.

1274.04. Names and Numbers on Street and Road Signs

Newly constructed or approved public and private roads and streets must be identified by a name or number through a consistent countywide system that provides for sequenced or patterned numbering and/or non-duplicating naming within each county. All signs shall be mounted and oriented in a uniform manner. This section does not require any entity to rename or renumber existing roads or streets, nor shall a roadway providing access only to a single commercial or industrial occupancy require naming or numbering.

1274.05. Intersecting Roads, Streets and Private Lanes

Signs required by this article identifying intersecting roads, streets and private lanes shall be placed at the intersection of those roads, streets, and/or private lanes.

1274.06. Signs Identifying Traffic Access Limitations

A sign identifying traffic access or flow limitations, including but not limited to weight or vertical clearance limitations, dead-end road, one-way road or single lane conditions, shall be placed:

- (a) at the intersection preceding the traffic access limitation, and
- (b) no more than 100 feet before such traffic access limitation.

1274.07. Installation of Road, Street and Private Lane Signs

Road, street and private lane signs required by this article shall be installed prior to final acceptance by the local jurisdiction of road improvements.

1274.08. Addresses for Buildings

All buildings shall be issued an address by the local jurisdiction which conforms to that jurisdiction's overall address system. Accessory buildings will not be required to have a separate address; however, each dwelling unit within a building shall be separately identified.

1274.09. Size of Letters, Numbers and Symbols for Addresses

Size of letters, numbers and symbols for addresses shall be a minimum 4 inch letter height, .5 inch stroke, reflectorized, contrasting with the background color of the sign.

Address identification shall be plainly legible and visible from the street or road fronting the property. Addresses shall be Arabic numbers or alphabetical letters. Where access is by means of a private road and the address identification cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the address.

1274.10. Installation, Location and Visibility of Addresses

- (a) All buildings shall have a permanently posted address, which shall be placed at each driveway entrance and visible from both directions of travel along the road. In all cases, the address shall be posted at the beginning of construction and shall be maintained thereafter, and the address shall be visible and legible from the road on which the address is located.
- (b) Address signs along one-way roads shall be visible from both the intended direction of travel and the opposite direction.
- (c) Where multiple addresses are required at a single driveway, they shall be mounted on a single post.
- (d) Where a roadway provides access solely to a single commercial or industrial business, the address sign shall be placed at the nearest road intersection providing access to that site.

ARTICLE 4. EMERGENCY WATER STANDARDS

- § 1275.00. Intent
- § 1275.01. Application
- § 1275.10. General Standards
- § 1275.15. Hydrant/Fire Valve
- § 1275.20 Signing of Water Sources

1275.00. Intent

Emergency water for wildfire protection shall be available, accessible, and maintained in quantities and locations specified in the statute and these regulations, in order to attack a wildfire or defend property from a wildfire.

1275.01. Application

The provisions of this article shall apply in the tentative and parcel map process when new parcels are approved by the local jurisdiction having authority. When a water supply for structure defense is required to be installed, such protection shall be installed and made serviceable prior to and during the time of construction except when alternative methods of protection are provided and approved by the local authority having jurisdiction.

1275.10. General Standards

Water systems that comply with the below standard or standards meet or exceed the intent of these regulations. Water systems equaling or exceeding the National Fire Protection Association (NFPA) 1142, "Standard on Water Supplies for Suburban and Rural Fire Fighting," 2012 Edition, hereby incorporated by reference, and California Fire Code, California Code of Regulations title 24, part 9, shall be accepted as meeting the requirements of this article. Such emergency water may be provided in a fire agency mobile water tender, or naturally occurring or man made containment structure, as long as the specified quantity is immediately available. Nothing in this article prohibits the combined storage of emergency wildfire and structural firefighting water supplies unless so prohibited by local ordinance or specified by the local fire agency. Where freeze protection is required by local jurisdictions having authority, such protection measures shall be provided.

1275.15. Hydrant/Fire Valve

(a) The hydrant or fire valve shall be eighteen (18) inches above grade, eight (8) feet from flammable vegetation, no closer than four (4) feet nor farther than twelve (12) feet from a roadway, and in a location where fire apparatus using it will not block the roadway.

The hydrant serving any building shall:

- (1) be not less than fifty (50) feet nor more than 1/2 mile by road from the building it is to serve, and
- (2) be located at a turnout or turnaround, along the driveway to that building or along the road that intersects with that driveway.

(b) The hydrant head shall be 2 1/2 inch National Hose male thread with cap for pressure and gravity flow systems and 4 1/2 inch draft systems. Such hydrants shall be wet or dry barrel as required by the delivery system. They shall have suitable crash protection as required by the local jurisdiction.

1275.20 Signing of Water Sources

Each hydrant/fire valve or access to water shall be identified as follows:

- (a) If located along a driveway, a reflectorized blue marker, with a minimum dimension of 3 inches shall be located on the driveway address sign and mounted on a fire retardant post, or
- (b) If located along a street or road,
 - (1) a reflectorized blue marker, with a minimum dimension of 3 inches, shall be mounted on a fire retardant post. The sign post shall be within 3 feet of said hydrant/fire valve, with the sign no less than 3 feet nor greater than 5 feet above ground, in a horizontal position and visible from the driveway, or
 - (2) as specified in the State Fire Marshal's Guidelines for Fire Hydrant Markings Along State Highways and Freeways, May 1988.

ARTICLE 5. FUEL MODIFICATION STANDARDS

- § 1276.00. Intent
- § 1276.01. Setback for Structure Defensible Space
- § 1276.02. Disposal of Flammable Vegetation and Fuels
- § 1276.03. Greenbelts

1276.00 Intent

To reduce the intensity of a wildfire by reducing the volume and density of flammable vegetation, the strategic siting of fuel modification and greenbelt shall provide

- (1) increased safety for emergency fire equipment and evacuating civilians by its utilization around structures and roads, including driveways; and
- (2) a point of attack or defense from a wildfire.

1276.01 Setback for Structure Defensible Space

(a) All parcels 1 acre and larger shall provide a minimum 30 foot setback for buildings and accessory buildings from all property lines and/or the center of the road.

(b) For parcels less than 1 acre, the local jurisdiction shall provide for the same practical effect.

1276.02 Disposal of Flammable Vegetation and Fuels

Disposal, including chipping, burying, burning or removal to a landfill site approved by the local jurisdiction, of flammable vegetation and fuels caused by site development and construction, road and driveway construction, and fuel modification shall be completed prior to completion of road construction or final inspection of a building permit.

1276.03 Greenbelts

Subdivision and other developments, which propose greenbelts as a part of the development plan, shall locate said greenbelts strategically, as a separation between wildland fuels and structures. The locations shall be approved by the local authority having jurisdiction and may be consistent with the CAL FIRE Unit Fire Management Plan or Contract County Fire Plan.



RESIDENTIAL ADDITIONS

PLAN SUBMITTAL REQUIREMENTS AND EXAMPLE PLANS

Submit:

- o One (1) properly completed permit application.
- o Three (3) sets of building plans.

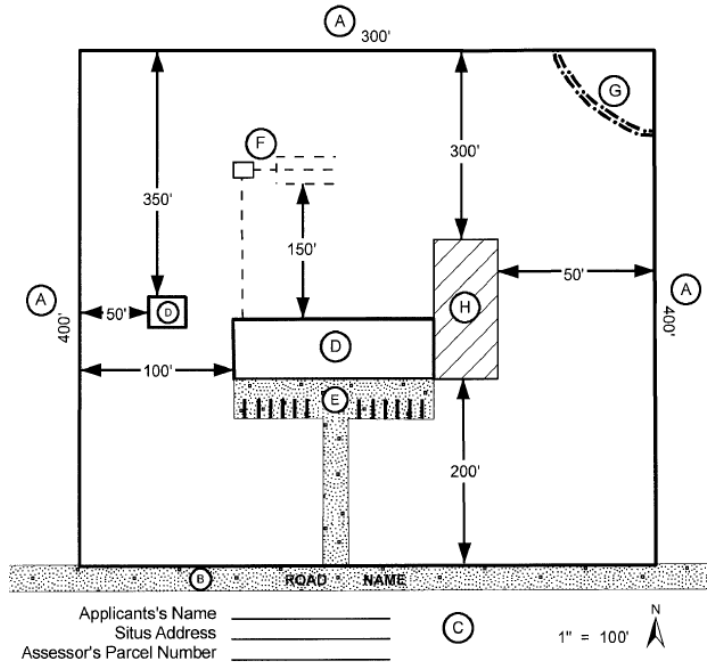
Plot Plan Information:

- o Parcel shape and dimensions.
- o Adjacent streets/roads.
- o Location and uses of existing building(s) and proposed addition
- o Distances from proposed addition to existing buildings and property lines.
- o North arrow and Scale.
- o Location of all underground or overhead utilities and size of sewer, and easements.
- o Project data table showing new & existing use, occupancy, area, stories, height, sprinklers, etc.
- o Provide a note on site plan: ***"The discharge of pollutants to any storm drainage system is prohibited. No solid waste, petroleum byproducts, soil particulate, construction waste materials, or wastewater generated on construction sites or by construction activities shall be placed, conveyed or discharged into the street, gutter or storm drain system."***
- o Existing and proposed septic system and wells including distances from structures.

General Requirements

- o Be sure that your proposed project is permitted by the following agencies: Planning (707) 234-6650; Environmental Health Department (707) 234-6625; and your local fire district.

Example Plot Plan

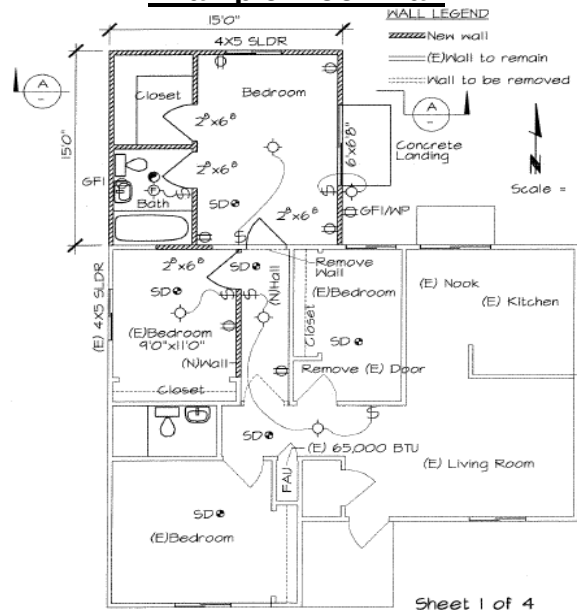


NOTE: Refer to the County of Mendocino Plot Plan Requirements for additional information.

Floor Plan Information:

- o Dimensions of new exterior walls, and new interior partitions.
- o Complete floor plan of existing
- o Dimensions of existing adjoining room and window sizes
- o Locations and sizes of new windows, doors, stairways and plumbing fixtures
- o Use of all rooms.
- o Show all new and existing smoke/carbon monoxide detectors. Refer to the County's C.O. and Smoke Detector Handout for additional information.
- o Show all new electrical outlets, lights, switches, F.A.U, wall heaters, fire places, etc...
- o Exterior door landings (dimensioned)

Example Floor Plan



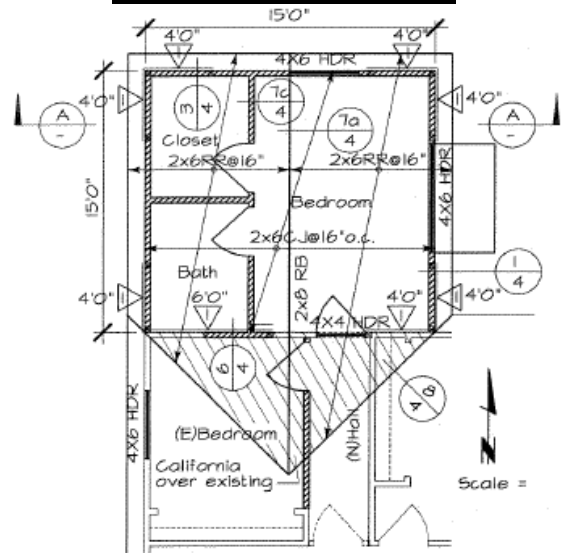


RESIDENTIAL ADDITIONS PLAN SUBMITTAL REQUIREMENTS AND EXAMPLE PLANS

Example Framing Plan

Framing Plan Information:

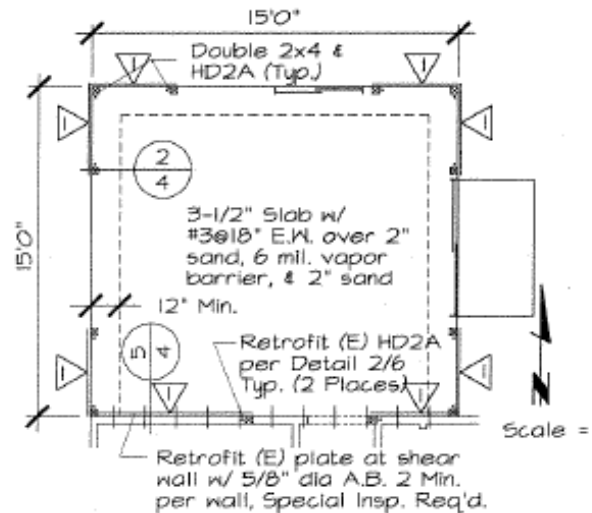
- o Types of material, location, sizes, spans, & spacing of all new structural members (ridge, sheathing, roof and ceiling joist, post, etc...)
- o Structural connections between addition and adjoining rooms.
- o Brace wall locations, lengths & brace wall schedule.
- o Continuous boundary element, blocking, strapping, etc...



Example Foundation Plan

Foundation Plan Information:

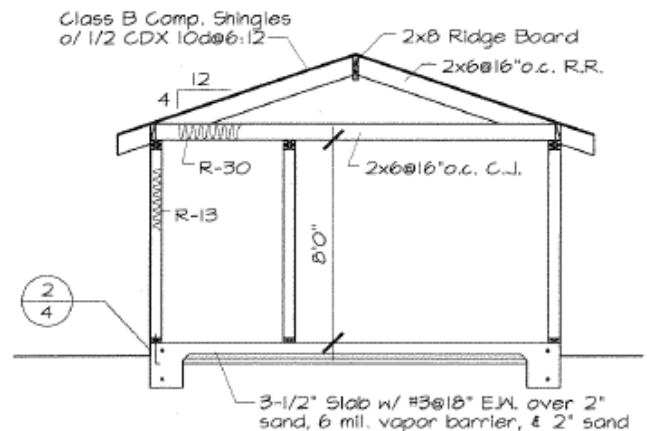
- o Slab thickness, reinforcing, and underlayment
- o Dimensions and width of continuous footing.
- o location of new piers and crawl space opening
- o Sizes, spans & spacing of joist, girders, and size of sheathing (for raised floor only).
- o Connection of existing to new foundation.
- o Location of any embeds including post bases, hold downs, anchor bolts.



Example Building Section

Building Section Information:

- o Ceiling height of addition.
- o Insulation materials for wall, floor, & attic interior and exterior finish.
- o Sizes, spans, & spacing of new structural members for roof/ceiling, floor/wall & foundation assemblies.

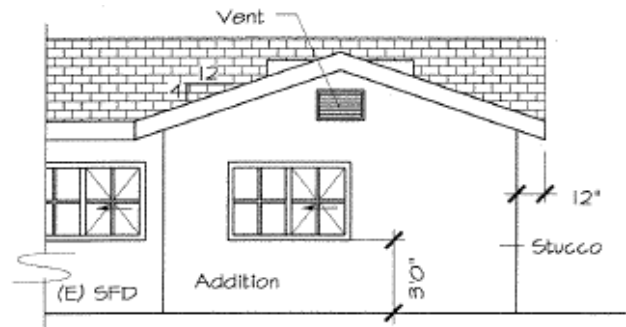


FRAMING SECTION A-A

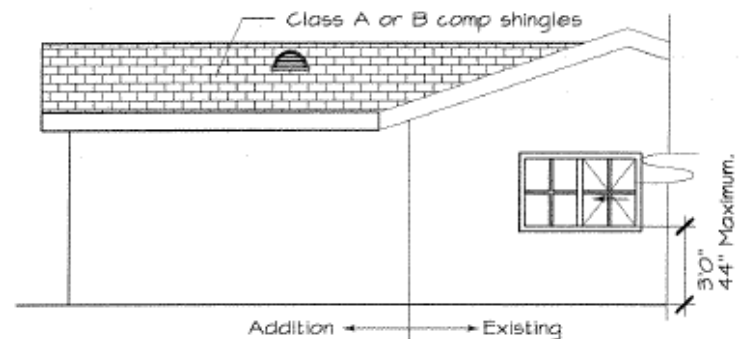


RESIDENTIAL ADDITIONS PLAN SUBMITTAL REQUIREMENTS AND EXAMPLE PLANS

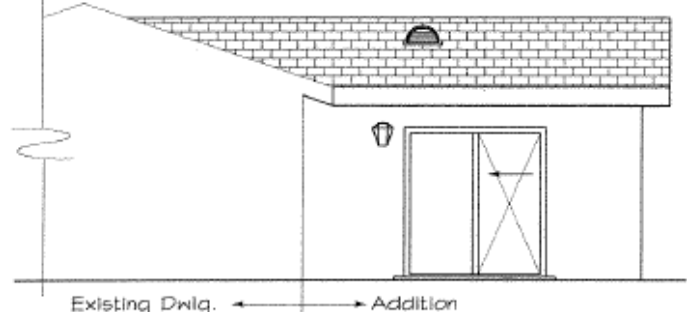
Example Elevations



NORTH ELEVATION



WEST ELEVATION



EAST ELEVATION

Elevations Information:

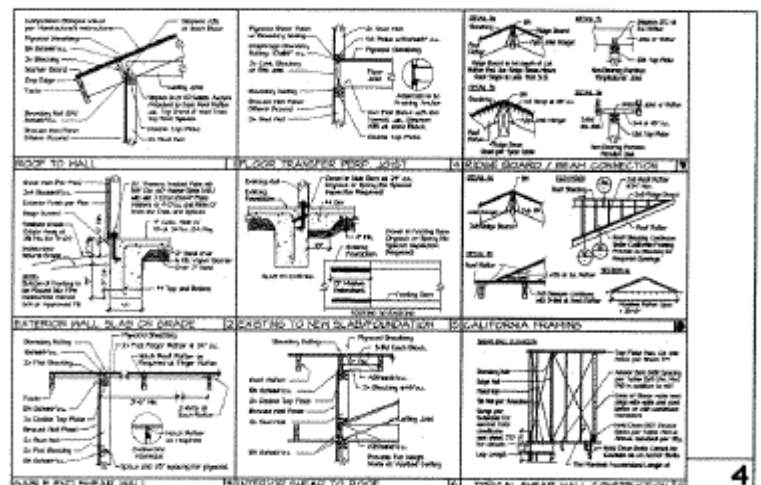
- o Exterior views of addition.
- o Roofing material and pitch.
- o Location of new windows, doors and attic ventilation opening.
- o Exterior finish materials.
- o Weep screed (stucco applications).
- o Egress windows (bedroom) requirements
- o Tempered glass requirements

Construction Details Information:

- o Details showing connection of new to existing
- o Foundation construction, anchor bolt (type/sizes), reinforcement (size/types) etc...
- o Typical shear wall and shear transfer details, foundation, top plate, floor, roof, new to existing, interior shear wall, shear wall to roof sheathing
- o Special detail such as stair framing, deck construction, ridge beam, post connections, hold down anchors, weep screed etc...
- o Best Management Practice details. Refer to the County's website for additional information:

<http://www.co.mendocino.ca.us/planning/stormwater.htm>

Example Construction Details





- o General code information for fire life safety
- o Structural specifications for the grade of building materials – timber, steel, concrete, and masonry
- o Non-structural component, specification such as piping to be used, or finishes to be applied, mechanical systems, etc...
- o List any special inspections or required structural observation. Submit the County's Statement of Special Inspections Form available on the website.
- o Imprint CBC Table 2304.9.1 Fastening Schedule

[illegible]

- o Energy calculations are not required for non-habitable buildings (garage, storage, etc...), nor for buildings with no heating and air conditioning systems (workshop, recreation room with no insulation.. etc...). Compliance with mandatory measures is still required for lighting.
- o Energy calculations are required for habitable buildings (accessory living quarters, recreation room with insulation ... etc...).
- o Title 24 energy compliance documents (may be imprinted on plans, or submitted in an 8-1/2X11).

- Plans may be prepared by unlicensed individuals when the proposed design complies with conventional construction requirements of the California Residential Code.
- When structural calculations are required, they shall be prepared by a licensed design professional (engineer or architect). Both calculations and plans shall be stamped and signed by the licensed design professional.

Frequently Asked Questions



COUNTY OF MENDOCINO

DEPARTMENT OF PLANNING AND BUILDING SERVICES

860 N. Bush Street- Ukiah, California 95482

Telephone 707-234-6650

Fax 707-463-5709

Rebuilding After the 2017 Redwood Complex Fire

- 1. When a home is rebuilt, must it be built in compliance with current building codes?**
Yes. The structure must be constructed according to current State Building Codes. The State Code in effect now is the 2016 California Residential Code, which applies to one- and two-family dwellings and their accessory structures.
- 2. Can a house be built on an existing foundation?**
Applicants who wish to use the existing foundation systems must have a "suitability analysis" of the existing foundation performed by a registered civil or structural engineer. This analysis shall state that the engineer has visited the site and investigated the condition of the existing building elements. It shall also state that the remaining foundation is suitable for the support of the new structure, and that all under-slab utility systems (such as drain, waste, vent, water, mechanical, electrical, etc.) are suitable for continued use. Electrical conduits may remain but all under-slab electrical conductors must be replaced.

Please be advised that a compaction report to address re-compaction of the lot after foundation removal, if soil was disturbed to a depth greater than 12 inches, may be needed depending on new building elevations. A licensed geotechnical or civil engineer may be needed to prepare the compaction report
- 3. How is Mendocino County determining the square footage of structures that were on my property prior to the fire?**
When determining square footage, County staff will refer to building permit history records and Assessors records. The County does not retain building plan sets in most cases, but will have permit application forms and inspection records for most permitted structure built after 1980. The County will consider the square footages in other formal documents, such as insurance papers or old building plans on a case-by-case basis.
- 4. Is a Demolition Permit required for removal of a building or portions of a building that were damaged or destroyed by a fire?**
Not if a RIGHT OF ENTRY (ROE) has been submitted to County Department of Planning and Building Services and your property is on the list for cleanup by Army Corp of Engineers. If you chose to remove the debris yourself or through a contractor, a demolition permit is required pursuant to State Code (2016 California Residential Code, Section R105.1). CAL OSHA Standards for handling and disposal of the debris still apply. Demolition permits for residences are issued over-the-counter, without delay. Receipts for debris disposal and post clean-up soil analysis is needed before issuance of building permits. In addition, a permit may also be required from Environmental Health.
- 5. Is a Building Permit required to repair damage to a structure?**
Yes. A Permit is required for repairs and construction pursuant to State Code (2016 California Residential Code, Section R105.1). Review of repair permit applications will be expedited. Some situations may necessitate that a Registered Engineer evaluates the condition of the damaged home and provide engineered plans for the repair.

Frequently Asked Questions

6. How long do I have to rebuild my permanent residence?

There is no timeline on when you have to start rebuilding your home provided that your property is zoned to allow for a single family residence. If your home was located on an industrially zoned parcel, it was considered legal non-conforming and in these situations you will need to file the building permit application within one (1) year.

Once a building permit is issued, an inspection is needed a minimum of once a year in order to keep the permit from expiring. Each inspection needs to indicate that consistent progress toward completion is being made. A one-time 6-month extension can be granted by the Building Official for hardship situations. However, we encourage property owners to complete construction as quickly as practical and not wait to the last minute to call for the next inspection.

7. What documents are needed for a Building Permit?

All required plans and documents required for a rebuild permit are identified on the *Building Permit Handout*. The Building Permit Application Form can also be found on our website <http://www.co.mendocinocounty.org/government/planning-building-services/forms-and-handouts>. **Applications for a Building Permit required:**

1. Three Sets of plans,
2. Three copies of site plan
3. Two copies of engineering calculations (if applicable)
4. Two copies of California Energy Compliance (for conditional space)
5. One copy of CalFire 4290 Preliminary Clearance (if located in a State Responsibility Area)

A complete submittal and detailed building plans often translate into quicker review times. The site plan must be drawn to scale and include all improvements. Multiple departments and agencies will need to review these plans prior to permit issuance.

8. Once I have all building permit plans ready, how do I submit them?

Applications can be submitted at the Department of Planning and Building Services, 860 North Bush Street, Ukiah, between 8:00 am to 4:30 pm, Monday through Friday.

9. What other agencies and fees might be involved in the Building Permit Process?

Mendocino County Department of Transportation - Encroachment & Road Impact fees is applicable
Mendocino County Department of Environmental Health – septic & well systems;
Local Water Company
Local and State Fire Agencies – SRA Title 14 Review;

10. Are fire sprinklers required for all new structures? Yes. Residential fire sprinkler systems are required as mandated by the 2016 California Residential Code Section R313. Accessory structures do not necessarily require sprinkler systems, with the exception of habitable residences or commercial buildings. Currently the State does not require sprinkler systems for Manufactured homes.

11. Do I need a licensed fire protection contractor to design and install the sprinkler system?

A homeowner can install the sprinkler system themselves. However, a fire sprinkler designer is required to design the system and prepare plans that will need to be signed off by the local Fire District. A licensed C-16 fire protection contractor can prepare plans and do the installation, but may require their client to use them for both the plans and installation.

Frequently Asked Questions

12. Can I live in a trailer or RV on my property while rebuilding a home?

Yes, provided the County has issued a Temporary Administrative permit. Once the application is submitted, a permit will be issued if basic conditions can be met: such as an electrical permit for any necessary hookups; adequate water supply is available and accepted by the County, wastewater methods are approved by Environmental Health; the site is not at risk for landslides or debris flow; and, the placement of the temporary home does not preclude rebuilding.

The Temporary Administrative Permit may be revoked if the terms and conditions of the permit have been violated. Otherwise the permit will expire on the expiration date stated within the permit or upon the completion of the reconstruction of your new home in which a Final Occupancy is issued by the Building Division (whichever occurs first).

13. Can I rebuild a garage or other accessory structure or continue an accessory use prior to rebuilding my home?

The County can authorize reconstruction of an accessory structure. It will require a building permit as outlined in question #7.

14. Will my house plans for reconstruction be subject to Design Review?

No. There is currently no county regulations to require Design Review within the area of the rebuild area.

15. Is a new owner required to meet all development standards, including setbacks?

Yes. The same standards apply to existing and new lot owners.

16. Can I store materials in the County right-of-way?

No.

17. Will I need a new encroachment permit with fee?

It depends upon the condition and location of your current (past) driveway encroachment.

18. Do I need a Grading Permit to rebuild?

If a homeowner wishes to reconstruct structures in approximately the pre-fire footprint, with minor additional grading then a grading permit in most cases will not be required.

19. Can I request a property tax reduction due to fire damage?

Yes. In most cases your property has been reassessed for your loss and is being addressed by the County Assessor. There may be some cases where your property was missed or needs to be further evaluated. If that is the case, contact the County Assessor's Office, County Administration Center, 1440 Low Gap Rd., 707-234-6800.

20. If my home is on private well, do I need to have the well tested?

Testing is not required, however, because the new home will require new plumbing, the well and plumbing should be disinfected and a water sample collected and analyzed for bacteriological quality prior to re-occupancy of the permanent building.

21. If my septic system or water well is damaged and I need to construct a new one, do setbacks apply for the new septic system or water well?

Yes. Please contact the Environmental Health Division for set-back and distance requirements.

Frequently Asked Questions

- 24. In certain cases, structures cannot meet current setback requirements due to lot sizes or topography. Will the County still issue building permits?**
The County will make every effort to accommodate challenging lot set-back issues. However, structures must meet setbacks to the greatest extent practical. All fire safe building regulations (Title 14 and 4290), environment, and other health and safety ordinances and standards shall apply.
- 25. Will the County require evidence of a legal lot prior to issuance of a new building permit?**
Yes. Be aware that one legal lot may have several Assessor Parcel Numbers (APNs), and that APNs do not establish legal lot status. Therefore, the legal lot lines & status must be confirmed prior to issuance of building permits. The County will accept evidence of a prior Building Permit.
- 26. Will building permits be issued for structures in a Floodway or Floodplain?**
Floodways are the drainage areas necessary for a 100-year flood (also indicated as "WW" on Zoning Map). No permits will be issued for structures within floodways. This is a health and safety issue and all structures must be located outside of the floodway. Regarding Floodplains (that area located on either side of the floodway, also indicated on the Zoning Map as "FF"), Yes. Habitable structures in the floodplain must conform to the flood control ordinance and have a building pad, or finished floor elevation, elevated above the 100-year flood level.
- 27. Can I rebuild a structure within a public or private road easement?**
No. All structures must be located outside of all road right-of-ways, regardless of whether the structure was located within the easement prior to the fire.
- 28. Must fire clearing and access width requirements be met for all rebuilds in High & Very High Fire Severity Zones?**
Yes. For lots that are an acre or more in size, set-backs of 30 feet from the property line for all structures is required as defensible space, in conformance with the State Natural Resources Code (Title 14, Chapter 7, Subchapter 2 SRA Fire Safe Regulations).
- 29. Are any permits required to clear up to 100 feet away (Defensible Space) from an existing residence?**
No. Clearing for fire protection purposes can be done within 100 feet of existing dwelling units without a permit, provided that clearing is not performed by an excavator or bulldozer. This does not authorize off-site clearing, although clearing in cooperation with your neighbors is encouraged. You are encouraged to always check with your local fire agency or Cal-Fire if you have any questions regarding tree removal.
- 30. If a building permit has been issued for a proposed building, is an additional clearing permit required to clear?**
No. Clearing and grading, (which are exempt from a grading permit if less than 50 cubic yards, cut less than 3 feet, and/or is less than 12,000 square feet of vegetation) DO NOT require an additional County grading permit provided they are incidental to the repair, alteration, or construction of a proposed structure with an approved building permit. The building permit authorizes the construction to begin and that includes clearing the building site. However, property owners must use caution regarding what is cleared and how the clearing is done. All disturbed earth will be required to have erosion control measures installed in accordance with County storm water pollution prevention standards (BMP's).

Frequently Asked Questions

31. Who is responsible for clearing the brush from around buildings?

The property owner.

32. Who enforces the regulations regarding clearance of fuel around buildings?

The Fire Agencies enforce weed abatement programs, requiring the clearance of flammable vegetation from around buildings.

Helpful Telephone Numbers

Mendocino County Agencies:

Planning and Building Services	707-234-6650
Environmental Health	707-234-6625
Department of Transportation	707-463-5363

Local Agencies:

Redwood Valley/Calpella Fire Dept.	707-485-8121
Redwood Valley County Water District	707-485-0679
Potter Valley Fire Dept.	707-743-1415
Potter Valley Irrigation District	707-743-1109

State Agencies:

Cal-Fire –Howard Forest	707-459-7414
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Department of Planning and Building Services – Building, Planning & Code Enforcement

www.mendocinocounty.org/pbs

HOW LONG WILL IT TAKE TO PROCESS MY BUILDING PERMIT?

For "non-conditioned" space (i.e., garage, swimming pool, outbuildings, etc.), the County's goal is to plan check the project within 5 working days. For "conditioned" space (i.e., addition to single family dwelling, dwellings, commercial or industrial), the project will normally be plan checked in 2 to 3 weeks from the date the application was submitted. It should be noted that these time frames are for the initial plan check and may not represent how long it will take to obtain the permit.

I NEED TO CLOSE ESCROW, BUILD BEFORE IT RAINS, ETC. CAN I BE MOVED TO THE FRONT OF THE PLAN CHECK LINE?

The County plan check structure is based on the order the application was received- first come, first served. Provisions may be made for "foundation only" permits for commercial projects.

I DON'T HAVE ANY CHILDREN IN PUBLIC SCHOOLS, SO WHY DO I HAVE TO PAY SCHOOL IMPACT FEES?

School impact fees are established by the local school district and are assessed on new residential and commercial construction of 500 square feet or more, regardless of whether or not there are school age children in the household. School fees for residential construction apply only to living space; garages and workshops are exempt.

WHERE CAN I GET A COPY OF THE CODE BOOKS?

Copies of the California Codes are available for review at the County. Copies can be purchased from the International Code Council at 5360 S. Workman Mill Road, Whittier, California, 90601, www.ICCSAFE.org or by telephone at 1-888-422-7233.

WHAT IS CLASS K?

Class K is a relaxed construction standard available to owner-built rural dwellings and appurtenant structures intended "... to allow and facilitate the use of alternatives to the specifications prescribed by the Uniform technical code to the extent that a reasonable degree of health and safety is provided..." To qualify, the property must be **zoned** for a one acre or larger minimum lot size and the structure cannot exceed 2 ½ stories. The fee to process the permit is the same for a Class K or Uniform Building Code structure. (Note: Class K does not apply to commercial or industrial structures.)

DOES THE COUNTY HAVE A GRADING ORDINANCE? DO I NEED TO OBTAIN A PERMIT TO GRADE MY PROPERTY?

No. The County does not have a Grading Ordinance. Yes, a grading permit or an exemption from a permit must be obtained. Grading within the coastal zone may be subject to a Coastal Development Permit.

WHY DO I NEED TO PREPARE A PLOT PLAN WITH MY BUILDING PERMIT APPLICATION?

Most applications require that a plot plan be submitted. The information assists the County in determining setbacks, distance to other structures, septic tank and leach field location and other information necessary to evaluate the application for consistency with County Codes. The Plot Plan, or Site Plan, also provides a record of improvements for future owners/buyers/sellers.

DO I NEED A PERMIT FOR REROOFING?

Yes.

FREQUENTLY ASKED QUESTIONS REGARDING BUILDING PERMITS



COUNTY OF MENDOCINO DEPARTMENT OF PLANNING AND BUILDING SERVICES

Ukiah Office:

860 North Bush St.

Ukiah, CA 95482

Telephone: (707) 234-6650

Fax: (707) 463-5709

Fort Bragg Office:

120 West Fir St.

Fort Bragg, CA 95437

Telephone: (707)

964-5379 Fax: (707)

961-2427

<http://www.co.mendocino.ca.us/planning>

BUILDING INSPECTION FREQUENTLY ASKED QUESTIONS

WHAT TYPES OF PROJECTS TYPICALLY DO NOT REQUIRE A BUILDING PERMIT?

Building:

1. One-story detached *accessory structures* used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet (11.15 m²).
2. Fences not over 7 feet (2133 mm) high.
3. Retaining walls that are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge.
4. Water tanks supported directly upon *grade* if the capacity does not exceed 5,000 gallons (18927L) and the ratio of height to diameter or width does not exceed 2 to 1.
5. Sidewalks and driveways.
6. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
7. Prefabricated swimming pools that are less than 24 inches (610 mm) deep.
8. Swings and other playground equipment associated with single family dwellings.
9. Window awnings supported by an exterior wall which do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support.
10. Decks not exceeding 200 square feet (18.58 m²) in area, that are not more than 30 inches (762 mm) above *grade* at any point, are not attached to a *dwelling* and do not serve the exit door required by Section R311.4.

Electrical:

1. *Listed* cord-and-plug connected temporary decorative lighting.
2. Reinstallation of attachment plug receptacles but not the outlets thereof.
3. Replacement of branch circuit over-current

devices of the required capacity in the same location.

4. Electrical wiring, devices, *appliances*, apparatus or *equipment* operating at less than 25 volts and not capable of supplying more than 50 watts of energy.
5. Minor repair work, including the replacement of lamps or the connection of *approved* portable electrical *equipment* to *approved* permanently installed receptacles.

Gas:

1. Portable heating, cooking or clothes drying *appliances*.
2. Replacement of any minor part that does not alter approval of *equipment* or make such *equipment* unsafe.
3. Portable-fuel-cell *appliances* that are not connected to a fixed piping system and are not interconnected to a power grid.

Mechanical:

1. Portable heating *appliances*.
2. Portable ventilation *appliances*.
3. Portable cooling units.
4. Steam, hot- or chilled-water piping within any heating or cooling *equipment* regulated by this code.
5. Replacement of any minor part that does not alter approval of *equipment* or make such *equipment* unsafe.
6. Portable evaporative coolers.
7. Portable-fuel-cell *appliances* that are not connected to a fixed piping system and are not interconnected to a power grid.
8. Self-contained refrigeration systems containing 10 pounds (4.54 kg) or less of refrigerant or that are actuated by motors of 1 horsepower (746 W) or less.

The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material; such work shall be considered as new work and a *permit* shall be obtained and inspection made as provided in this code.

The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

DO MY PLANS HAVE TO BE DRAWN BY AN ARCHITECT OR ENGINEER?

In general, state law requires that plans for commercial or industrial projects be drawn by a licensed engineer or architect. Other structures of a complex design or those not conforming to the California Building Code definition of conventional construction may also require plans by a licensed engineer or architect.

WHAT INFORMATION MUST I SUBMIT WITH ANY BUILDING PERMIT APPLICATION?

1. Three sets of plans, plus one reduced set of plan that are 11" x 17"
2. Three copies of the plot plan
3. Two copies of engineering calculations (if applicable).
4. Two copies of California Energy Compliance (for conditioned space).
5. One copy of CalFire 4290 Preliminary Clearance (if located in a State Responsibility Area).

WHY DO I NEED ENERGY CALCULATIONS AND WHERE DO I GET THOSE DONE?

Any conditioned space requires energy calculations. We cannot recommend anyone in particular, but you may wish to check the yellow pages of the telephone book under "architects" for assistance.



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Permitting Requirements of Temporary Trailer Coaches While Recovering from the 2017 Redwood Fire Complex

The administrative permit program created by this process contains provisions to allow for the installation, use and temporary occupancy of trailer coaches (which includes recreational vehicles and mobile homes). Administrative permits shall be issued only after requirements for health and safety standards are met. The administrative permit program will assist with the safe resettlement of persons and families whose homes were destroyed or damaged and made uninhabitable by the Redwood Complex Fire.

Temporary Occupancy of a Trailer Coach. Notwithstanding any other provision of the Mendocino County Code, the installation, use and temporary occupancy of a trailer coach, as defined in section 20.008.054 of the Mendocino County Code, shall be allowed upon the issuance of an administrative permit, subject to the following requirements:

- (1) The applicant for an administrative permit shall either:
 - (a) provide evidence of residency within the boundaries of the Redwood Complex Fire, pursuant to maps of the boundaries of the fire provided by the California Department of Forestry and Fire Protection, and evidence that the applicant's residence was either destroyed or damaged and made uninhabitable by the fire; or
 - (b) provide evidence that the applicant is a licensed contractor that has been hired to construct a replacement dwelling unit or accessory buildings within the boundaries of the Redwood Complex Fire. The Contractor shall be listed on the issued Building Permit for rebuild
- (2) The trailer coach may be located on the applicant's parcel within the boundary of the Redwood Complex Fire or on a separate property within the territory governed by the Mendocino County Inland Zoning Code. If the applicant is not the owner of the property where the trailer coach is to be located, the applicant shall obtain the written permission of the owner of the property.
- (3) The number of trailer coaches that may be placed on a parcel shall be limited to the allowable density of dwelling units for that parcel pursuant to the Inland Zoning Code plus one, less any inhabited dwelling units on the parcel.
- (4) The temporary trailer coach shall not be placed on a permanent foundation, but may be blocked up for stability purposes.
- (5) If the trailer coach is to be located on a parcel within the boundary of the Redwood Complex Fire, there shall be adequate area available on the parcel to place the trailer coach so as not to interfere with or impede the cleanup of the fire debris, if debris is still on the property. The trailer coach shall be placed at least 30 feet away from any remaining fire debris.
- (6) There are no standing dead or damaged trees or other hazards in proximity of the trailer coach that could fall upon or otherwise damage the trailer coach or harm its occupants.
- (7) There are no landslide risks to the proposed site for the trailer coach or the road providing access to the site that have the potential to trap or harm the occupants.
- (8) The site for the trailer coach shall have a potable water supply, which may be either
 - (a) an operating well or
 - (b) a community water service connection. The County shall refer applications seeking to use a community water service connection to the relevant water district for approval. Maintenance of potable water shall be a condition of the administrative permit.For properties located within the boundaries of the Redwood Complex Fire, the County may also

approve an administrative permit for a site where potable water will be provided either:
(c) pursuant to an agreement with a water delivery service, which agreement shall be provided to the County, or
(d) pursuant to the applicant's statement that the applicant will travel off-site to obtain potable water.
The options provided for in (c) and (d) shall only be used on an interim basis until a connection to an operating well or community water service can be re-established, up to a maximum of one (1) year from the date of issuance of the administrative permit.

- (9) Provision shall be made for sewage disposal to the satisfaction of the Mendocino County Division of Environmental Health. Sewage may be disposed through
- (a) a public sewer system connection at the site;
 - (b) a functioning septic system at the site, which shall be inspected by the Mendocino County Division of Environmental Health or a qualified site evaluator (or other professional licensed to perform such inspection), and approved by the Mendocino County Division of Environmental Health, prior to issuance of the administrative permit;
 - (c) a sewage pumping service which would empty the trailer coach's septic system (or a portable toilet) on a regular basis, the agreement for which shall be provided to the County; or
 - (d) pursuant to the applicant's statement that the applicant will travel off-site to pump out the sewage system.

Maintenance of sewage disposal shall be a condition of the administrative permit. If, during the term of the administrative permit, the permit holder is able to connect to a functioning septic system, the permit holder shall notify the Department of Planning and Building Services.

- (10) The trailer coach shall be placed on the parcel consistent with all setback requirements for a residence for the applicable zoning district.
- (11) The trailer coach shall not be placed on the parcel in a location that would impede reconstruction of the permanent residence.
- (12) The trailer coach shall not be placed on the parcel in a location that is on top of a septic tank or the leach field; provided, however, a trailer coach may be placed on a leach field if a qualified site evaluator (or other licensed professional) provides a report stating that placement of the trailer coach would not damage the leach field.
- (13) The floor elevation of the trailer coach shall be located above the 100 year flood elevation.
- (14) Inspections. The following inspections shall be completed prior to occupancy:
- (a) Verification that unsafe conditions do not exist at the site for the trailer coach based upon the requirements of this ordinance, and that the requirements of this ordinance are met.
 - (b) Inspection of electrical service. (Building Permit may be required prior to service)
 - (c) Inspection of water and sewer connections to the trailer coach. Sites with on-site sewage disposal need to be inspected by the Mendocino County Division of Environmental Health or a qualified site evaluator (or other professional licensed to perform such inspection) to verify that the system was not damaged by the fire. (Permits may be required by the Division of Environmental Health)
- (15) If an applicant is issued an administrative permit to place a trailer coach on property other than where the applicant's residence was destroyed by the Redwood Complex Fire, the administrative permit may be transferred to the applicant's property, provided that all requirements of this ordinance can be met at that site. The duration of the administrative permit shall not be changed.
- (16) When a building permit for a permanent replacement dwelling unit is issued to a holder of an administrative permit issued, such administrative permit shall be administratively changed to an administrative permit pursuant to Mendocino County Code section 20.168.040(C), which would require the trailer coach to be transferred to the site pursuant to paragraph (15) above, and the termination date of the administrative permit shall be changed to two (2) years from the date of issuance of the building permit, subject to renewals.
- (17) The provisions of the Temporary Travel Trailer with regards to the Redwood Fire Complex shall expire on October 18, 2020. As of that date, administrative permits issued pursuant to this ordinance shall terminate.
- (18) Upon termination of the administrative permit, the trailer coach shall cease to be occupied and its use shall conform to the Inland Zoning Code.
- (19) There shall be no fee charged for issuance of the administrative permit authorized by this urgency ordinance



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ADMINISTRATIVE PERMIT APPLICATION **REDWOOD COMPLEX FIRE – TEMPORARY DWELLING**

SUBMITTAL MATERIALS: PLEASE SUBMIT TO THE DEPARTMENT OF PLANNING AND BUILDING SERVICES

- 2 copies of the fully completed Administrative Permit application form.
- 2 copies of the Project Description Questionnaire fully completed.
- 2 Copies of the Plot Plan (*see attached sample plot plan*).
- 2 Copies of the Location Map (*see attached sample location map*).
- 1 Indemnification Agreement.
- 1 Certification and Site View Authorization/Mail Direction form.

FILING FEE

- Filing fee waived per Mendocino County Urgency Ordinance #4397

MENDOCINO COUNTY ORDINANCE 4397 OCCUPANCY REQUIREMENTS

The applicant for an administrative permit shall either:

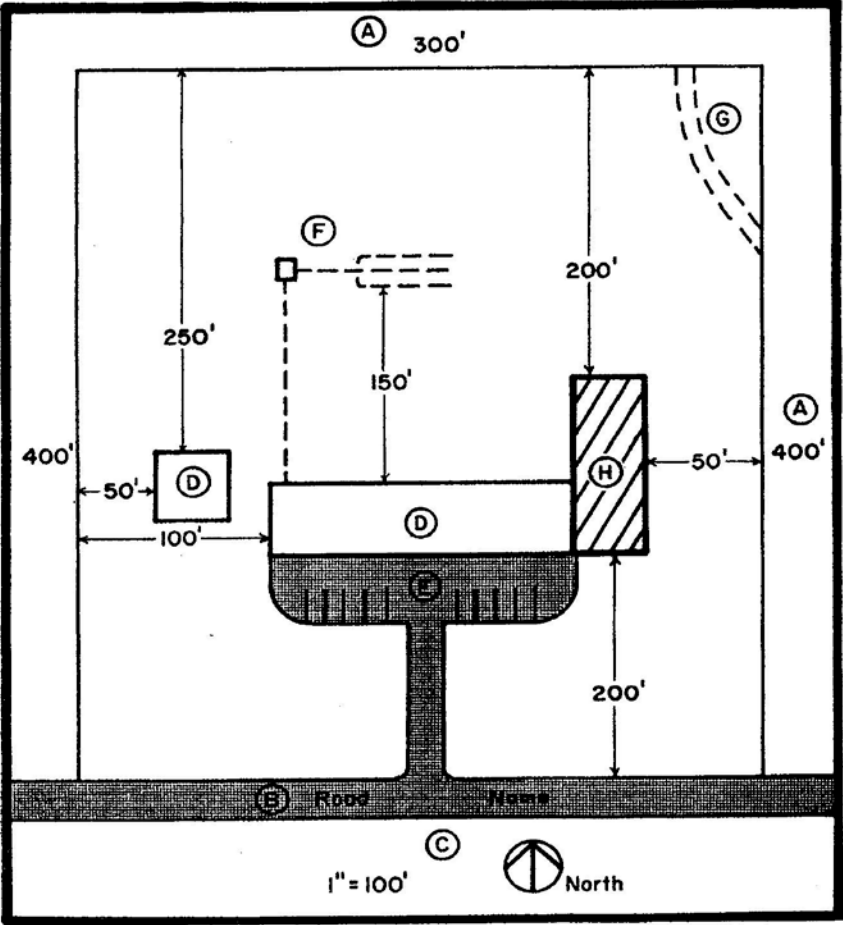
- ☐ provide evidence of residency within the boundaries of the Redwood Complex Fire, pursuant to maps of the boundaries of the fire provided by the California Department of Forestry and Fire Protection, and evidence that the applicant's residence was either destroyed or damaged and made uninhabitable by the fire; or
- ☐ provide evidence that the applicant is a licensed contractor that has been hired to construct a replacement dwelling unit or accessory buildings within the boundaries of the Redwood Complex Fire.

PLANNER VERIFICATION (*Planner must sign that the above statement is true and accurate*)

Planner (print): _____ Planner (sign): _____ Date: _____

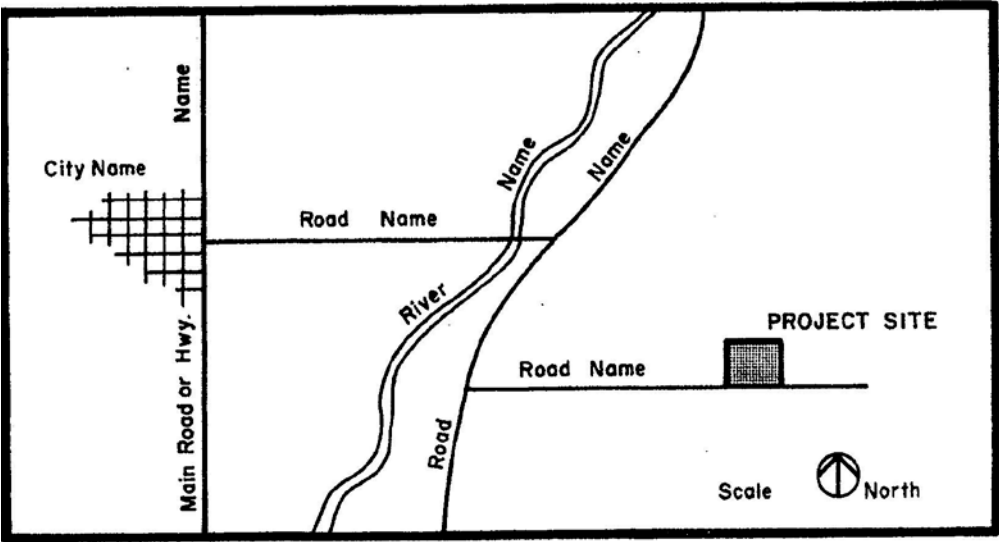
Any application not meeting the above criteria will be considered **Incomplete** and will be returned to the applicant. Illegible maps or incomplete response to the questions may delay project review.

SAMPLE PLOT PLAN



- A. Parcel Shape and Dimensions.
- B. Adjacent Streets.
- C. North Arrow and Scale.
- D. Existing Buildings including distance to property lines.
- E. Driveways, Parking and Loading Areas.
- F. Existing and proposed septic system and wells including distance from structures.
- G. Easements and utility lines (power, sewer, water, etc.).
- H. Proposed structure or addition including distance from property lines.

SAMPLE LOCATION MAP





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pbs@mendocinocounty.org

www.mendocinocounty.org/pbs

Case # - _____
Received by - _____
Date Filed - _____

Administrative Permit Application – Temporary Dwelling

PROPERTY OWNER

Name: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____

APPLICANT(S)

Name: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____

AGENT

Name: _____ Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____

PROPERTY INFORMATION

Address of Property: _____

Assessor Parcel Number(s): _____

I certify that the information submitted with this application is true and accurate. I have attached the Consent of Landowner form because I am not the property owner of the parcel on which the facility is located.

Signature of Applicant/Agent

Date

Signature of Owner

Date

PROJECT DESCRIPTION QUESTIONNAIRE

1. What type of trailer coach will be used and who will occupy it?

☐ Recreational Vehicle ☐ Manufactured Home ☐ FEMA home ☐ Other (specify): _____

Occupants: _____ Size of trailer coach: _____

2. Is the area in which the temporary dwelling is being placed clear of fire debris and hazardous materials? ☐ YES ☐ NO

3. Is the area in which the temporary dwelling is being placed clear of potential hazards, such as dead standing trees?

☐ YES ☐ NO, but hazards are scheduled to be removed before placement of dwelling. ☐ NO

4. Has the road or access to the property been blocked or damaged in any way? ☐ YES ☐ NO

If YES, Please describe: _____

5. Are there any landslide risks to the property, particularly to the temporary dwelling site? ☐ YES ☐ NO

If YES, Please describe: _____

6. How will water be supplied to the temporary dwelling?

☐ On-site well. ☐ _____ Water District. ☐ self-obtained off-site water pickup

☐ _____ Water Delivery Service *(Must provide the delivery service agreement upon submittal)*

7. What will be the method of sewage and waste water disposal?

☐ On-site septic system ☐ _____ Sanitation District

☐ _____ sewage pumping service ☐ Self-served off-site sewage system pump out

8. How will the temporary dwelling receive electricity?

☐ PG&E ☐ On-site generator(s) ☐ On-site renewables(s) ☐ Other (specify): _____

9. Given the location of the temporary dwelling, is there adequate space for a new permanent dwelling? ☐ YES ☐ NO

10. Is the temporary dwelling located 30 feet from any fire debris? ☐ YES ☐ NO

11. How will the fire debris be removed?

☐ I have signed a "Right of Entry" form to allow the Army Corps of Engineers on to my property for fire debris removal.

☐ I have signed the "Debris Removal Program" application and will use a private contractor to remove the fire debris.

I, the undersigned below, certify that the information submitted with this application is true and accurate:

Print Name of Applicant/Agent

Date

Print Name of Owner

Date

Signature of Applicant/Agent

Signature of Owner

AUTHORIZATION OF AGENT

1. I hereby authorize _____ to act as my representative and to bind me in all matters concerning this application.

Owner

Date

CERTIFICATION AND SITE VIEW AUTHORIZATION

1. I hereby certify that I have read this completed application and that, to the best of my knowledge, the information in this application, and all attached appendices and exhibits, is complete and correct. I understand that the failure to provide any requested information or any misstatements submitted in support of the application shall be grounds for either refusing to accept this application, for denying the permit, for suspending or revoking a permit issued on the basis of such misrepresentations, or for seeking of such further relief as may seem proper to the county.
2. I hereby grant permission for County, Planning and Building Services staff, and hearing bodies to enter upon and site view the premises for which this application is made in order to obtain information necessary for the preparation of required reports and render its decision.

Owner/Authorized Agent

Date

INDEMNIFICATION AND HOLD HARMLESS

ORDINANCE NO. 3780, adopted by the Board of Supervisors on June 4, 1991, requires applicants for discretionary land use approvals, to sign the following Indemnification Agreement. Failure to Sign this agreement will result in the application being considered incomplete and withheld from further processing.

INDEMNIFICATION AGREEMENT

As part of this application, applicant agrees to defend, indemnify, release and hold harmless the County of Mendocino, its agents, officers, attorneys, employees, boards and commissions, as more particularly set forth in Mendocino County Code Section 1.04.120, from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void or annul the approval of this application or adoption of the environmental document which accompanies it. The indemnification shall include, but not be limited to, damages, costs, expenses, attorney fees or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the approval of this application, whether or not there is concurrent, passive or active negligence on the part of the County, its agents, officers, attorneys, employees, boards and commissions.

1. I, _____, hereby agree to the above Indemnification Agreement. (Print Name)

Owner/Authorized Agent

Date

To facilitate proper handling of this application, please indicate the names and mailing addresses of individuals to whom you wish correspondence mailed to if different from those identified on the **Application** page.

Name	Name	Name
Mailing Address	Mailing Address	Mailing Address
