

**GLENN COUNTY
PLANNING & PUBLIC WORKS AGENCY
125 SOUTH MURDOCK AVENUE
WILLOWS, CA 95988
(530) 934-6540; FAX (530) 934-6713
www.countyofglenn.net**

**SITE PLAN REQUIREMENTS FOR
"AE", "AP", "FS", and "FA"**

1. Prior to Application for a Building Permit, the Applicant shall submit to the Glenn County Planning & Public Works Agency, a complete site plan application and all other documents necessary for review by the Planning Director to ensure compliance with all of the requirements of the Glenn County Code.
2. The "Site Plan" shall contain the following information in order that a complete evaluation may be made by the decision-making bodies:
 - A. The "Site Plan" shall be drawn to a scale (on a sheet of paper larger than 8 1/2" x 11") large enough to give all information legibly; applicant shall submit fifteen (15) copies. (Planning Director may require additional copies if necessary).
 - B. Name and address of owner.
 - C. Current Glenn County Assessor's Parcel Number.
 - D. Property dimensions and acreage.
 - E. North arrow and scale. Lettering shall be right side up with north arrow at top of page. (See attached sample Site Plan.)
 - F. Names of all adjoining streets or roads, width of county road right-of-way, location of center of road.
 - G. All existing and proposed buildings and structures including the location from property lines, size and height.
 - H. Proposed use or type of business.
 - I. Signs, conformance with Chapter 15.620, Sign Standards of the Glenn County Code.

- J. Off-street parking and loading areas conformance with Chapter 15.610, Off-Street Parking and Loading Facilities of the Glenn County Code.
 - K. Landscaping, conformance with Chapter 15.570, Landscaping Standards of the Performance Standards Chapter of the Glenn County Code.
 - L. Walls and fences including location, height and construction materials.
 - M. Location and nature of all utilities including septic tanks, leach fields, wells, community sewage systems and potable water sources in accordance with the Health Standards.
 - N. Open and outdoor storage in conformance with Section 15.560.110 of the Glenn County Code.
3. A written statement explaining why the establishment, maintenance or operation of the use or building applied for will not, under the circumstance of the particular case, be detrimental to the health, safety (including traffic safety, peace, morals, comfort and general welfare) of persons residing or working in the neighborhood of such proposed use, or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of Glenn County.
 4. Submit fifteen (15) copies of the Site Plan for review. One copy will be returned to you following review. A sample Site Plan is attached.
 5. **FILING FEE: \$250.00**

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APPLICATION FOR SITE PLAN REVIEW

NOTE: Failure to answer applicable questions and required SITE PLAN could delay the processing of your application.

1. Property Owner:
Name: _____
Address: _____
Phone:(Business)_____ (Home)_____
2. Request or Proposal: _____

3. Address and Location of Project: _____

4. Current Assessor's Parcel Number: _____
5. Existing Zoning: _____
6. Existing Use of Property: _____
7. Provide any additional information that may be helpful in evaluating this request:

8. Site Plan, detailing requirements sited in #2 of the instruction cover sheet.

DECLARATION UNDER PENALTY OF PERJURY
(Must be signed by the Applicant and the Property Owner)

I am (We are) the owner(s) of property involved in this application and I (We) have completed this application and all other documents required.

That the Applicant(s) and/or successor(s) in interest shall defend, hold harmless and indemnify Glenn County from any claim, action or proceeding against Glenn County and/or its agents, officers and employees, to attack, set aside, void or annul the approval(s) granted by Glenn County concerning this proposal/project or any action relating to or arising out of such approval. The Applicant(s) and/or successor(s) in interest shall further indemnify Glenn County and/or its agents, officers and employees from liability for any award, damages, costs and fees, including but not limited to legal fees and cost, incurred by the County and/or awarded to any plaintiff in any action challenging the validity of this permit or any environmental or other documentation related to approval of this permit. Applicant(s) and/or successor(s) in interest further agree to provide a defense for the County in any such action.

Property Owner(s):

Signed: _____

Address: _____

Date: _____

Applicant(s):

Signed: _____

Address: _____

Date: _____