

File No. \_\_\_\_\_  
Date Rec. \_\_\_\_\_

**Department of Planning & Building Inspection**  
**P.O. Box 530**  
**Downieville, CA 95936**  
**(530) 289-3251**  
**Fax (530) 289-2828**  
**Email: [planning@sierracounty.ca.gov](mailto:planning@sierracounty.ca.gov)**



## SITE PLAN REVIEW APPLICATION

APPLICANT: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

STATUS OF APPLICANT INTEREST PROPERTY:  
\_\_\_\_\_  
\_\_\_\_\_

LANDOWNER(s): \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

ASSESSOR PARCEL NO.: \_\_\_\_\_ GENERAL PLAN: \_\_\_\_\_

ZONING DISTRICT: \_\_\_\_\_

LEGAL DESCRIPTION OF PROPERTY (ATTACH MAP):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTACH SITE PLAN – Site Plan shall include such maps, plans and drawings as necessary to show:

- Boundary and existing topography of the property and adjoining or nearby streets.

- Location of all stands of trees and specimen trees, and the proposed disposition or use thereof.
- Location, heights, and proposed use of all proposed structures, including walls, fences and free-standing signs, and location and extent of individual building sites.
- Locations and dimensions of each existing structure, including out-buildings, proposed building sites, approximate distance between structures.
- Location and proposed treatment of important drainage ways.
- Proposed grading and removal or placement of natural materials, including finished topography of the site.
- Locations and dimensions of all existing and proposed easements, utility lines, right-of-ways, and underground structures of any kind.
- Proposed landscaping plan.
- Approximate slope of the land.
- Location of existing and proposed domestic water supplies and location of existing and proposed septic tanks and leach fields.
- Approximate location of all watercourses, drainage channels, drainage structures, and springs.
- Approximate locations of all high water lines of lakes, reservoirs, streams, and rivers.
- Date of preparation of map.
- Scale of map, north arrow, and vicinity map.
- If the project is located within a scenic highway corridor, provide evidence to show that:
  - a) Buildings and structures have been so designed and located on the site as to create a generally attractive appearance and a harmonious relationship with surrounding development and the natural environmental.
  - b) Buildings, structures and plant materials shall be so constructed, installed or planted so as not to unnecessarily obstruct scenic views visible from the scenic highway.
  - c) Potentially unsightly features shall be located so as to be inconspicuous from the scenic highway or effectively screened from view by planting and/or fences, walls or grading.
- One (1) copy of the Site Plan Map legibly drawn and accurate to scale on an 18"x26" sheet; and, if available, an electronic file copy of the Map and/or supporting documents.

**APPLICATION CHECKLIST:**

- Completed Application
- One (1) Copy of the complete Site Plan
- Completed "Preliminary Environmental Questionnaire"
- One (1) copy of Sierra County's "Indemnification Agreement". It must be returned with original or AdobeSign certified electronic signatures. Photocopies, faxes or electronic/scanned images will not be accepted.
- Appropriate fees approved by the latest Board of Supervisor's Resolution

Initial review fee: \$100.00 [Project fee to be determined]

Please make check payable to: Sierra County Planning Department

\_\_\_\_\_ Landowner's Certification. All record landowners having title interest and vesting rights must consent to the processing of this application:

*We, the undersigned, being vested owners of record for the parcel/s affected by this proposed project, consent to the processing of this application by the County of Sierra. It is understood that submittal of an application does not imply application acceptance. The application cannot be considered complete until all necessary information is submitted. If it is determined that the application is not complete, the applicant will be notified of the deficiencies within thirty days. If it is determined to be complete, it will be reviewed by staff and scheduled for any necessary hearings at the earliest possible date. Under no circumstance will application be heard sooner than three weeks following the determination of completeness. Some applications will take much longer.*

*The above information and statements have been read and understood.*

\_\_\_\_\_  
Signature of Landowner                      Date

\_\_\_\_\_  
Signature of Landowner                      Date

\_\_\_\_\_  
Signature of Landowner                      Date

\_\_\_\_\_  
Signature of Landowner                      Date