

# Sierra County Planning Department

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## ZONE AMENDMENT APPLICATION (Including “rezones” and “zone changes”)

The Zone Amendment process is a two-tiered, legislative process: applications require a recommendation by the Planning Commission, followed by final decision of the Sierra County Board of Supervisors. An application is submitted to the Planning Department and within thirty (30) days a written response is made deeming the application either “complete” or “incomplete”, requesting any additional information, and a request for deposit of the estimated application processing costs (which are set by Board Resolution and currently based on a recoupment of actual costs). The application is then processed and analyzed under the California Environmental Quality Act (CEQA) and pertinent state and local regulations; public notices are posted and published; and a staff recommendation is prepared and presented before a public hearing of the Planning Commission. The Planning Commission will recommend either ‘approval,’ ‘conditional approval,’ or ‘denial’ of the application to the Board of Supervisors. The proposed amendment will then be heard by the Board of Supervisors during a separate public hearing for the final decision, which is done by Ordinance. For most zone amendments, the ordinance becomes effective thirty (30) days after the date of approval (pending legal challenges). Generally, the process takes two to three months, but can take longer depending on the particularities of the proposed project and corresponding processing requirements under CEQA, and any unforeseen complications (ref. Sierra County Code Chapter 15.32 and Part 38).

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

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

APPLICANT’S MAILING ADDRESS: \_\_\_\_\_

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

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

(NOTE: Applicant may sign for landowner only if Power of Attorney accompanies such signature.)

LANDOWNER/s (if different): \_\_\_\_\_ PHONE: \_\_\_\_\_

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

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

ASSESSOR PARCEL NUMBER/s: \_\_\_\_\_

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

**PROPOSED ZONING DISTRICT:** \_\_\_\_\_

EXISTING GENERAL PLAN DESIGNATION: \_\_\_\_\_

PROPOSED GENERAL PLAN DESIGNATION (if different; use separate application): \_\_\_\_\_

\_\_\_\_\_

● FULLY EXPLAIN REASONS FOR REQUESTING ZONE AMENDMENT, INCLUDING PLANNED USE OF PROPERTY INVOLVED AND COMPATIBILITY OF USES OF SURROUNDING PROPERTIES: \_\_\_\_\_

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● MAPS MUST BE SUBMITTED WITH THE APPLICATION SHOWING:

1. Boundaries of subject property and surrounding adjacent properties
2. Site plans showing locations of all existing and proposed buildings, roads and other improvements on premises and on adjacent properties.
3. All water courses, Special Treatment Areas, and physical constraints that could impact development of property (flood plain, steep slopes, significant historical/archaeological features, etc.).

One (1) map must be submitted, of legible size and to scale, and otherwise identical, showing both “existing” and “proposed” Zoning Districts and General Plan land use designations, including zoning overlays or combining districts (if applicable) and General Plan “Community Core/Community Influence Areas” and Special Treatment Areas (if applicable). In addition, an electronic copy of the maps and other supporting application materials may be submitted—which tends to facilitate processing, but is not required.

