



**PLANNING DEPARTMENT
LARGE DAY-CARE CENTER
CHECKLIST
USE PERMIT REQUIRED
ADMINISTRATIVE APPROVED**



City of Yreka
Planning Department
701 Fourth Street
Yreka, CA 96097
(530) 841-2324
FAX: (530) 842-4836

PURPOSE

To proceed with the review of your project, the Planning Department will need a complete application package. Providing a complete application package will expedite the review process. The following list is to be used by you and City staff to determine if you have prepared a complete application.

Project Address: _____

Applicant Name: _____ **Phone #:** _____

- Application Form**
 - Completed and signed by applicant and property owner if not applicant.
 - \$ 100.00 fee. Checks payable to the City of Yreka.

- Project description letter describing use in detail**
 - Nature of the use.
 - Type of operation.
 - Potential traffic generation.
 - Number of employees
 - Why the project will benefit or not adversely affect the surrounding neighborhood.

- Site Photographs – Photographs must include the following:**
 - Structures
 - Off street parking

- Site Plan**
 - Provide copy of the State of California-Health and Human Services Agency facility sketch for a Family Child Care Home.
 - Show location, number of spaces, and dimensions of off-street parking spaces.

- Other such data may be required to permit the Planning Commission to make the required findings for approval of the specific type of application.**

The City of Yreka can provide a copy of an Assessor’s parcel plot map on request.

STAFF USE ONLY
Assessor’s Parcel No:
Comments:

CITY OF YREKA PLANNING DEPARTMENT APPLICATION

CITY FEES:

- Use Permit - Administrative approval.....\$ 75.00
- Minor Conditional Use Permit - P.C. approval..... \$150.00
- Moderate Conditional Use Permit – P.C. approval.....\$200.00
Plus site Plan Review is applicable
- Major Conditional Use Permit – P.C. approval...\$500.00 deposit/cost
- Public Hearing.....\$ 75.00 (Minimum fee) deposit/cost
- P.H. - Project notice circulation, 1-20 notices.....\$ 25.00
- P.H. - 21 or more notices.....\$25.00 plus 1.00/parcel over 20
- E.R. - Preliminary review.....\$ 50.00
- E.R. - Negative Declaration.....\$ 200.00 deposit/cost
- E.R. - Mitigated Negative Declaration..... Actual cost

- Environmental Impact Report..... Actual cost
- Site Plan Review – (No Use permit required)...\$ 200.00 deposit/cost
- Site Plan Review – (Use permit required).....\$ 200.00 deposit/cost
- Lot Line Adjustment (BLA) - Administrative approval.....\$ 200.00
See separate application form for Lot Line Adjustment (BLA)

- Annexation.....\$ 750.00 deposit/cost
- Appeals - Planning Commission.....\$ 100.00
- Appeals - City Council.....\$ 150.00 plus publication
- Certificates of Compliance.....\$250.00 deposit/cost
- Reversion to Acreage.....\$ 500.00 deposit/cost
- General Plan Amendment..... \$ 750.00 deposit/cost
- Rezone..... \$ 750.00 deposit/cost
- Planned Unit Development\$ 750.00 deposit/ cost
- Variance.....\$250.00 deposit/cost
- Other \$ _____

STATE FISH AND WILDLIFE FEES*:

- County Clerk Processing Fee\$ 50.00 actual cost
- Fish and Wildlife fee * \$ _____
- Other \$ _____

DATE: _____

ASSESSOR'S PARCEL NUMBER: _____

APPLICANT: _____

TELEPHONE NUMBER: _____

APPLICANT ADDRESS: _____

IF OTHER THAN APPLICANT,
NAME OF PROPERTY OWNER: _____

PROPERTY OWNER ADDRESS: _____

PROJECT LOCATION: _____

DESCRIPTION OF PROPOSED PROJECT: _____

I agree to abide by all of the ordinances of the City of Yreka, state law, and federal law; and I authorize city representatives to enter upon the above mentioned property for inspection purposes, and to record any notice of code violation pursuant to Y.M.C. Ch. 11.40 and/or Ch. 16.08 with the office of the Siskiyou County Recorder.

I certify that I have read this application and state that the above information is correct. I agree to comply with any terms or conditions of any entitlement issued or permitted by the City pursuant to this application.

***In the event the project's effect on natural resources or wildlife is other than negligible, State Fish and Wildlife requires an additional fee of \$3,070.00 if an Environmental Impact Report is prepared or \$2,210.25 for a Negative Declaration. These fees are subject to change and the applicant is responsible for payment of the fees in full. If required, the permit cannot be issued until such time as the fee is paid. A project that is Statutorily or Categorically exempt requires no further fees.**

APPLICANT SIGNATURE: _____

PROPERTY OWNER'S SIGNATURE: (REQUIRED) _____

Property Owner's Acknowledgement of application submittal

***TO BE COMPLETED BY CITY STAFF:

*** DATE APPLICATION RECEIVED AS COMPLETE: _____

*** ZONE: _____

*** GENERAL PLAN DESIGNATION: _____

*** PERMIT NUMBER: _____