



City of Yreka  
 Planning Department  
 701 4th Street  
 Yreka, CA 96097  
 (530) 841-2386

# UNIVERSAL PLANNING APPLICATION

Planning Applications are filed with the Planning Department. **Only applications with all required submittal items for each corresponding checklist will be accepted.** Applicants should contact the Planning Department regarding any questions with the checklist requirements prior to submitting an application. Email any questions to the Planning Department at [planning@ci.yreka.ca.us](mailto:planning@ci.yreka.ca.us), or call (530) 841-2386. You may also visit our website at <https://ci.yreka.ca.us/164/Planning> for additional information and forms. Please review the Planning Review Times and Process document linked [here](#).

## Project Site Information

Project Name: \_\_\_\_\_  
 Zoning Designation: \_\_\_\_\_  
 General Plan Designation: \_\_\_\_\_  
 Site Address(es): \_\_\_\_\_  
 Assessor's Parcel Number(s): \_\_\_\_\_  
 Total Property Size in Acres: \_\_\_\_\_

## Applicant Information

Contact Name/Organization: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

## Application Representative Information (if different from applicant - this will be the primary contact):

Contact Name/Organization: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

## Property Owner Information \*Property Owner Signature Required Below

(if multiple property owners, please include additional pages and consent signatures):

Contact Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

## Property Owner's Consent

I declare under penalty of perjury that I am the owner of said property or have written authority from the property owner to file this application. I certify that all of the submitted information is true and correct to the best of my knowledge and belief. I understand that any misrepresentation of submitted data may invalidate any approval of this application.

Property Owner's Signature: \_\_\_\_\_

## Project Description

Provide a description of the proposed project below. A more detailed narrative may be required along with other application materials depending on the complexity of the project:

**Check each relevant box for the type of planning activity that is part of the project:**

Annexation	Historic District Exterior Alteration Minor Major
Boundary Line Adjustment	
Conditional Use Permit Minor Major	Home Occupation Landmark Designation
Density Bonus	Modification of Final Map/Parcel Map
Streamlined Design Review	Rezoning
Encroachment Permit Agreement	Sign Temporary Permanent A-Frame
Entitlement Extension Project Number or Title: _____ Date of Original Approval: _____	Subdivision Temporary Use Permit
General or Specific Plan Amendment Text Diagram/Map	Tentative Map
Animal Permit	Vacation of Easement or Right of Way