



**CITY OF YREKA  
PLANNING DEPARTMENT  
HISTORIC DISTRICT  
APPLICATION  
CHECKLIST**  
(See separate application for Historic Signs)



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

**Property located within the Historic District has separate & specific regulations**

To proceed with the review of your project, City staff 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. Incomplete applications will not be accepted.

**Project Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Project Address:** \_\_\_\_\_ **AP #:** \_\_\_\_\_

**Historic District Exterior Alteration Permit (Your project may require a building permit)**

- Historic District Permit Application Form:**
  - Completed and signed by property owner or by designated representative having written authority to submit an application.
- \$75.00 Fee**
- A letter to the Planning Department detailing description of the proposed work including:**
  - Description of existing materials and colors;
  - A description of which components will be retained or repaired;
  - A description of the proposed replacement materials and colors with Historic District identification numbers.

**Historic District Paint Exterior – Colors must be approved “Historic Colors”**

- Historic District Permit Application Form:**
  - Completed and signed by property owner or by designated representative having written authority to submit an application.
- No Charge for Historic District Permit:**
- Samples of the proposed paint colors with names & identification numbers (i.e., paint chips) and a illustration showing locations where paint color will be applied (photographs and/or diagrams may also be used). Historic color sample charts are available online (google – images for historic paint charts) and at paint shops:**

**Historic District Reroof (Building Permit will be required for reroof)**

- Historic District permit application form:**
  - Completed and signed by property owner or by designated representative having written authority to submit an application.
- No Charge for Historic Permit:**
- Material samples (for asphalt shingles a 2” x 2” piece is sufficient) include description and color name:**
- Building permit application & fees:**

**Historic District Fence**

All fences must meet Historic District guidelines as well as zoning and height regulations.

- Historic District permit application form**
  - Completed and signed by property owner or by designated representative having written authority to submit an application.
- No Charge for Historic District Permit**
- A scaled and/or dimensioned site plan showing:**
  - The existing lot lines and buildings.
  - The location and dimension of proposed fencing (including height).
  - List of Material (i.e. wood, brick, etc. & names) and color samples (with names) of fencing

**Placement of Propane Tanks within Historic District**

- Building permit application & fees.**
  - Site plan showing location of propane tanks with bollards.
  - Wooden screening required for Historic District.
- Other such data may be required to permit the Planning Department 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

**Comments:** \_\_\_\_\_