



**MODOC COUNTY PLANNING  
DEPARTMENT**

203 WEST 4TH STREET  
ALTURAS, CALIFORNIA 96101  
(530) 233-6406

Planning Director  
Kim Hunter

Planning Commissioners  
Jim Laacke, District I  
June Roberts, District II  
Dina McElwain, District III  
Jim Hays, District IV  
Nancy Huffman, District V

**REZONE**  
Application Packet

This packet provides detailed information for change of zone applications in a readable format; however, it does not substitute for applicable provisions of law.

<i>Included in this packet:</i>	A. Statutory Authorization
	B. Application Filing
	C. Application Processing
	D. Criteria for Review
	E. Final submittal / Requirements

➤ *Please note that incomplete applications will not be accepted* ◀

**A. STATUTORY AUTHORIZATION**

The Zoning Ordinance, and amendments to the text and maps of the ordinance, are authorized under the California Government Code, Section 65800 et seq. and Title 18 Modoc County Zoning Ordinance, adopted by the Board of Supervisors. The Zoning Ordinance specifies the intensity, density and types of uses and structures, and other standards pertaining to each parcel in the unincorporated County.

**B. APPLICATION FILING**

After consulting with the Planning Department, submit all the following documents <b>concurrently</b> :		
✓	Item	Description
	Completed Rezone Application	<input type="checkbox"/> Detailed Application <input type="checkbox"/> Planning Application <input type="checkbox"/> Supplemental Information - The property owner must sign the applications or provide other written authorization
	Fees (payable to <b>Modoc County Planning Department</b> )	Minor - \$800.00 + ER* Major / New Zone - \$2,500.00 + ER* Overlay Zone - \$200.00 From Unclassified - \$200.00 *Environmental Review
	Maps	<input type="checkbox"/> Submit a map, including the following: <ul style="list-style-type: none"> <li>○ Size: At least 8½"X11" but no larger than 11"X17"; reproducible quality and legible</li> </ul>

**Application: Rezone**

		<ul style="list-style-type: none"> <li>○ Draw to scale; include scale, north arrow, name of person preparing map</li> <li>○ Indicate size of property and dimensions of exterior boundaries</li> <li>○ Indicate location and size of all existing structures and improvements</li> <li>○ Indicate location of any other features in the project vicinity that may affect or have bearing on the project</li> <li>○ Indicate location of subject property in relation to surrounding properties</li> </ul>
	Preliminary Title Report	Obtain a current Preliminary Title Report from the title company; it must include all properties involved in the amendment
The following items are required before the project will be approved		
✓	<b>Item</b>	<b>Description</b>
	Fish and Game Filing Fees	Fees apply to all projects subject to CEQA; exemptions may only be granted by the Department of Fish and Game (SB1535). <ul style="list-style-type: none"> <li>□ \$2010.25 (payable to the <b>Modoc County</b>)</li> <li>□ \$50.00 (payable to the <b>Modoc County Clerk</b>)</li> </ul>

➤ *Please note that additional information or steps may be required after a decision is made on the project* ◀

**C. APPLICATION PROCESSING**

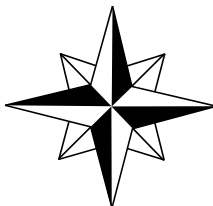
1. Within 30 days of receiving the application, the Planning Department will make the required notifications of application completeness. Incomplete or missing information will be requested and each re-submittal is subject to a 30-day check for completeness.
2. When an application is determined to be complete, the Planning Department will initiate the CEQA process. Depending on the nature and scope of the amendment, a negative declaration or environmental impact report may be required. At the conclusion of the environmental process, the matter will be placed on the Planning Commission agenda.
3. The Planning Commission will conduct a public hearing and will recommend that the Board of Supervisors approve, conditionally approve or deny the proposal.
4. The Board of Supervisors will set a hearing at which time they will approve, conditionally approve or deny the proposal. If any modification is made by the Board that has not been considered by the Commission, the matter must be referred to the Planning Commission for a report prior to the Board’s determination.
5. The change becomes effective 30 days after approval unless otherwise stated. If denied, no new application may be submitted for one year unless a change in circumstances has occurred.

**D. CRITERIA FOR REVIEW**

1. Internal consistency with all the elements of the General Plan and other laws and regulations shall be maintained.
2. The Rezone must be in the public interest and compatible with surrounding land uses.

**E. FINAL SUBMITTAL**

If conditions are made part of the approval, it is the responsibility of the applicant to present evidence of compliance to the Planning Department.





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Director  
Kimberly Hunter

Planning Commissioners  
Jim Hays  
Chester Robertson  
June Roberts  
Nancy Huffman  
Richard Hamel

## SUPPLEMENTAL INFORMATION

The following is required, in addition to the Planning Application, in order to evaluate your project. Answer all questions to the best of your ability. If more space is required, please use a separate sheet of paper.

### **PART 1: GENERAL INFORMATION**

- A. Project Location \_\_\_\_\_  
Assessor's Parcel Number \_\_\_\_\_  
Subdivision \_\_\_\_\_ Block \_\_\_\_\_ Lots \_\_\_\_\_
- B. Project Site: Total Area: \_\_\_\_\_ Access Road(s): \_\_\_\_\_
- C. Existing use of property: \_\_\_\_\_
- D. Provide a summary of the proposed project, including the size, purpose, phasing and uses.  
\_\_\_\_\_  
\_\_\_\_\_
- E. Do the owners presently own other contiguous property? Yes \_\_\_\_\_ No \_\_\_\_\_  
If so, Assessor's Parcel Number(s): \_\_\_\_\_

### **PART 2: RESULTING PARCELS**

Total number of resulting parcels: \_\_\_\_\_

For each resulting parcel, what is the parcel size and proposed access (i.e., county road number, name, easement, etc.)

- Parcel 1: Size \_\_\_\_\_ Access \_\_\_\_\_
- Parcel 2: Size \_\_\_\_\_ Access \_\_\_\_\_
- Parcel 3: Size \_\_\_\_\_ Access \_\_\_\_\_
- Parcel 4: Size \_\_\_\_\_ Access \_\_\_\_\_
- Parcel 5: Size \_\_\_\_\_ Access \_\_\_\_\_
- Parcel 6: Size \_\_\_\_\_ Access \_\_\_\_\_

### **PART 3: SERVICES / IMPROVEMENTS**

- A. **Improvements:**  
Existing \_\_\_\_\_  
\_\_\_\_\_  
Proposed \_\_\_\_\_  
\_\_\_\_\_
- B. **Access:**  
Existing \_\_\_\_\_  
Proposed \_\_\_\_\_

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**C. Water:**

Existing uses of water on project site \_\_\_\_\_

Proposed water uses \_\_\_\_\_

Existing water source \_\_\_\_\_

Proposed water source \_\_\_\_\_

**D. Sewage / Wastewater:**

Existing uses that generate sewage / wastewater \_\_\_\_\_

\_\_\_\_\_

Proposed uses that generate sewage / wastewater \_\_\_\_\_

\_\_\_\_\_

Existing sewage disposal method \_\_\_\_\_

Proposed sewage disposal method \_\_\_\_\_

List any unusual wastewater characteristics of the existing / proposed uses. What special treatment processes are necessary?

\_\_\_\_\_

\_\_\_\_\_

**E.** Is electricity extended to the project site? Yes \_\_\_\_\_ No \_\_\_\_\_

**F.** Is telephone service extended to the project site? Yes \_\_\_\_\_ No \_\_\_\_\_

**G.** Name of agency that presently provides, will provide or could provide service to the project, if required:

(Please complete for all projects)

Elementary School \_\_\_\_\_

High School \_\_\_\_\_

Electricity \_\_\_\_\_

Telephone \_\_\_\_\_

Fire Protection \_\_\_\_\_

Hospital / Other Emergency \_\_\_\_\_

Water Supply \_\_\_\_\_

Sewage Disposal \_\_\_\_\_

**PART 4: NOTIFICATIONS TO APPLICANT / CERTIFICATIONS**

Pursuant to Government Code Section 65945, do you request to receive notice from the county of proposal types 1, 2, 3 and or 4 below, which may come before the county during the processing of this permit (you will only be notified of proposals that the county determines are reasonably related to your permit request):

1. Adopt or amend the general plan.
2. Adopt or amend a specific zone.
3. Adopt or amend the zoning ordinance.
4. Adopt or amend an ordinance affecting building or grading permits.

\_\_\_\_\_ Yes, notices for \_\_\_\_\_ (Specify 1, 2, 3 and/or 4). If yes, you must add \$5.00 to your application fee.

\_\_\_\_\_ No, I do not wish to receive notices for 1, 2, 3 or 4.

Pursuant to Government Code Section 65962.5, I have examined the Hazardous Wastes and Substances Sites List on file with the Planning Department, compiled by the State Office of Planning and Research, and certify:

\_\_\_\_\_ The site that is the subject of any project under this application is located on the list titled

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\_\_\_\_\_ in the above publication.

\_\_\_\_\_ The site that is the subject of any project under this application is not located on any list in the above publication.

Pursuant to Government Code Section 65943, this is an application for a development permit.

\_\_\_\_\_ Yes \_\_\_\_\_ No

**PART 5: CERTIFICATION, AUTHORIZATION AND SIGNATURES**

By signing this application, Modoc County Planning Department staff is authorized to enter your property for the purpose of project review. This authorization is valid from the date signed until the end of the project review period unless ongoing monitoring or maintenance are required.

*I hereby certify under penalty of perjury that the information provided in this application is true, accurate and complete to the best of my / our knowledge. I also certify that I have read and understand the applicable application requirements pertaining to my project.*

Owner(s) \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

Applicant / \_\_\_\_\_ Date \_\_\_\_\_

Authorized Agent