



PLANNED DEVELOPMENT INSTRUCTIONS FOR FILING

Development Code Chapter 11.12 (Ordinance #1556)

The purpose of a Planned Development (PD) application is to provide greater flexibility in the design of a development that may otherwise be unfeasible through the strict application of zoning district regulations. It is the intent of this process to ensure compliance with the County's General Plan and to provide various types of land uses, which can be combined through compatible relationships as part of a well-considered planned development. Planned Developments require a minimum of one (1) public hearing before the Planning Commission and one public hearing before the Board of Supervisors. ***The project applicant or their representative must be present at all public hearings to answer questions.***

Applications shall be reviewed for compliance with the Application Submittal Requirements and may not be accepted for processing if incomplete. **All fees as listed on the adopted fee schedule must be received at the time of filing.** Please note **electronic** applications are preferred to be submitted via email or E-Filing (Egnyte). Please review the Instructions for E-Filing Applications for online submittals.

SUBMITTAL REQUIREMENTS

1. **Application Form:** One (1) copy of the completed Project Application form with ***original signatures*** and associated application fees.
2. **Legal Description:** A legal description of the site and a statement of the number of acres, or square feet if less than one acre, contained therein.
3. **Preliminary Title Report or Subdivision Guarantee:** Must be issued in the name of the current owner within the last six (6) months.
4. **Development Plan:** Hard copy plans may be submitted following that one (1) full size copy of the site development plan is drawn to scale. Hard copies of the site development plan can be either (11" x 17") or (8 1/2" x 11") in dimension and shall be submitted with the application. A site development plan drawn to scale that clearly indicates all dimensions and pertinent information including but not limited to the following:
 - a. Name and address of owner of record, sub-divider and engineer/surveyor.
 - b. Date of preparation.
 - c. Current Assessor's Parcel Number(s).
 - d. Property Dimensions and Acreage.
 - e. A scale and north arrow.
 - f. A location/vicinity map identifying the project site within an identifiable geographic area.
 - g. The location and dimensions of all existing buildings and structures including location from property lines.
 - h. Names, location, and the right-of-way or easement width of all existing and proposed interior and abutting streets.
 - i. Location and nature of all utilities including septic tanks, leach fields, and community sewage systems and potable water sources (i.e.: wells, storage tanks, etc) in accordance with the requirements of the Yuba County Environmental Health Department.
 - j. Lines indicating the direction of the slope of the land and the approximate percent of grade, including all drainage features. Areas subject to inundation or overflow shall be so indicated. Contours shall be provided where the slope of the land is equal or greater than 10% on any portion of the subject site.
 - k. Proposed drainage for the proposed project to approved drainage facilities or natural drainage way.
 - l. As applicable to the project the following additional information shall be included on the Development Plan:

- i. Open spaces areas including yards, plazas and/or recreation sites.
- ii. Walls and fences including location height, and construction materials.
- iii. Off-street parking and loading areas designed in conformance with the provisions of Chapter 11.25 Parking & Loading of the Yuba County Development Code.
- iv. Access points for pedestrian, vehicular, and service traffic including points of ingress and egress; type of surfacing and the internal circulation.

5. **Project Narrative:** A detail project description that includes the following information:

- a) A statement regarding the purpose of the zone and the character of the design which is to be accomplished.
- b) Table with the following development and land use information:

DEVELOPMENT SUMMARY	
Total Acres	
Number of Parcels	
Units/Acre	
TYPE OF PROPOSED LAND USE	
Residential: total acres	
Commercial: total acres	
Industrial: total acres	
Agricultural: total acres	
Public: total acres	Specify Type
Other: total acres	Specify Type

- c) A list of proposed land uses and permitted accessory uses.
- d) A list of development standards for main and accessory buildings, including: maximum building height, maximum and minimum floor area ratios, fencing, screening, and architectural projections.
- e) A list of development standards for development of a parcel, including: minimum lot size, width, depth, yard setbacks, useable open space landscaping setbacks, parking ratios, and maximum coverage.
- f) Graphic and written materials depicting conceptual building, landscape and sign design standards for scale, form, materials and textures, and physical arrangements between buildings.
- g) If property can be further subdivided, subdivision development standards including minimum lot dimensions, minimum lot sizes, access to public and private streets and any other information deemed necessary by CDSA.
- h) Ownership Declaration. A statement of provisions for the ultimate ownership and maintenance of all parts of the proposed development, including streets, structures, and open spaces.
- i) Development Schedule. A development schedule, including anticipated timing for commencement and completion of each phase of development, tabulation of the total number of acres in each phase and percentage of such acreage to be devoted to particular uses and an indication of the proposed number and type of dwelling units by phase of development, if applicable.
- j) A grading plan or a description of the proposed grading if there is to be any significant grading other than smoothing out the undesirable minor irregularities.
- k) A preliminary landscape plan prepared in accordance with the provisions of Chapter 11.24; Landscape of the Yuba County Development Code.

6. **Required Findings for Approval:** A detailed answer, in response to the findings prompts listed in Development Code Section 11.12.070, *Planned Developments*, is required. Findings are required to approve or conditionally approve a Planned Development application. Responses may be provided via email or as part of the written project description.

7. Consult with the various Community Development & Services Agency Departments to determine if other submittal

requirements are applicable. Some areas within the County have unique submittal requirements such as areas covered by a specific plan or community plan.

8. Other information as may be required to facilitate a comprehensive evaluation of the application by the Yuba County Planning Commission.
9. Projects within **OPUD's Service Area** may be required to pay supplemental review fees not listed in the Fee Schedule.

ENVIRONMENTAL REVIEW

All projects are subject to environmental review in accordance with the California Environmental Quality Act (CEQA). This environmental review is required in order to determine if the project will have an impact on the environment. ***You will be notified of the environmental determination and any fees associated with completing the environmental review once the initial review of your project has been completed.***

Note: Please refer to the Cultural Resources Submittal Requirements and Biological Assessment Guidelines if those reports are requested by the assigned Planner.