

**APPLICATION FORM**

City of Rio Dell Community Development Department  
675 Wildwood Avenue ♦ Rio Dell, CA. 95562 ♦ (707) 764-3532 ♦ Fax (707) 764-5480

**INSTRUCTIONS:**

1. Applicant/Agent complete Sections I, II and III below.
2. It is recommended that the Applicant/Agent schedule a Pre-Application meeting with the Community Development Department. A minimal fee is required for the meeting. This is not a mandatory meeting, however, Pre-Application meeting will identify potential issues associated with the project and could help avoid processing delays.
3. Applicant/Agent must submit all marked items on the reverse side of this form.

**SECTION I**

**APPLICANT** (Project will be processed under the Business name, if applicable.)

Business Name: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City, St, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

**AGENT** (Communications from the City will be directed to agent.)

Business Name: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City, St, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

**OWNER(S) OF RECORD** (If different from applicant.)

Owner's Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City, St, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

Owner's Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 City, St, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_

**PROJECT LOCATION**

Address: \_\_\_\_\_ Parcel Size (acres or sq. ft.) \_\_\_\_\_  
 Assessor Parcel Number(s) \_\_\_\_\_

**SECTION II**

**PROJECT DESCRIPTION** Describe the proposed project (attach additional sheets if necessary)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**SECTION III**

**OWNER'S AUTHORIZATION & ACKNOWLEDGEMENT**

I hereby authorize the City of Rio Dell to process this application for a development permit and further authorize the City of Rio Dell and employees of the California Department of Fish and Game to enter upon the property described above as reasonably necessary to evaluate the project. I also acknowledge that processing of applications that are not complete or do not contain truthful and accurate information will be delayed, and may result in denial or revocation of approvals. I further acknowledge that the applicant is responsible to pay 100% of all actual costs based on the City current hourly burdened rates. If processing costs exceed 80% of the deposit, an additional deposit will be required to continue processing the application. The City will not commence with the processing of any application or consultation unless accounts owed the City are paid in full.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

If the applicant is not the owner of record: I hereby authorize the applicant/agent to file this application for a development permit and to represent me in all matters concerning the application.

\_\_\_\_\_  
Owner of Record Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner of Record Signature

\_\_\_\_\_  
Date

**THIS SIDE TO BE COMPLETED BY STAFF**  
**THE FOLLOWING INFORMATION MUST BE SUBMITTED WITH THE APPLICATION**  
**ADDITIONAL INFORMATION MAY BE REQUIRED BASED ON REFERRAL AGENCY COMMENTS**

- Deposit/Filing Fee \$ \_\_\_\_\_
- Fee Schedule
- Plot Plan  6 copies  10 copies
- Tentative Map  10 copies  15 copies
- Tentative Map/Plot Plan Checklist
- Preliminary Title Report (two copies prepared within six months of the time of application)
- Lot Book Guarantee (two copies prepared within six months of the time of application)
- Current Grant Deed
- Creation Deed
- Chain of Title
- Check made payable to the County of Humboldt for \$ \_\_\_\_\_ for Soils/Septic Review.

- Archaeological/Cultural Resources Survey
- Biological Assessment
- Building Elevations
- Construction Plans
- Drainage/Hydraulics Study (3 "wet" signed copies)
- General Plan Consistency Justification
- Landscaping Plan
- Lighting/Photometric Plan
- Parking Plan
- Plan of Operation
- Public Interest Justification
- Soils/Geologic Report (3 "wet" signed copies)
- Soils/Septic Information (3 "wet" signed copies)
- Traffic Study (3 "wet" signed copies)
- Variance Justification
- Other  
\_\_\_\_\_

**PROJECT TYPE**

- Appeal  City Council  Planning Commission
- Certificate of Compliance
- Conditional Use Permit  Extension
- Design Review  Extension
- Final Map Subdivision  Extension
- Parcel Map Subdivision  Extension
- Preliminary Review
- Information Request
- Substantial Conformance Review

- General Plan Amendment  Extension
- Zone Reclassification  Extension
- Text Amendment  Extension
- Preliminary Review
- Lot Line Adjustment  Extension
- Parcel Merger
- Variance  Extension
- Project Modification
- Other  
\_\_\_\_\_

Application Received By: \_\_\_\_\_ Date: \_\_\_\_\_ Receipt #: \_\_\_\_\_  
 General Plan Designation: \_\_\_\_\_ Zoning Designation: \_\_\_\_\_

**Preliminary CEQA Status**

- Environmental Review Required
- Categorically Exempt      Class: \_\_\_\_\_      Section: \_\_\_\_\_
- Statutorially Exempt      Class: \_\_\_\_\_      Section: \_\_\_\_\_
- Not a Project