

Temporary Use Permit

Occupancy of Recreational Vehicles For Sonoma Fire Victims



The use and occupancy of recreational vehicles on any residentially-zoned or used parcel, will be allowed via a Temporary Use Permit.

Residential use of recreational vehicles will be allowed for *persons displaced by the Sonoma Complex Fire*, with approval of a Temporary Use Permit until December 6, 2018, provided that it is connected to an approved source of water, sewage disposal system, and source of electricity, or the Building Official determines such connections are not required. **The recreational vehicle and all connections must be removed by December 6, 2018.**

Submittal requirements:

- Occupancy of Recreational Vehicles Temporary Use Permit Application
- Written consent of the property owner
- Vehicle description, model, registration, and size
- Photograph of the vehicle
- Photograph of proposed site
- Three (3) copies of a Site Plan showing location of the vehicle, and any utility connections, including water supply, electrical supply and sewage disposal, including connection details. Check with City staff re availability of base map information that you may be able to utilize.

Hookups:

- Unless determined unnecessary by the Building Official, the recreational vehicle must be connected to an approved source of water, electricity, and sewage disposal. Contact the Building Department for requirements.

Building Permits:

- Following approval of a Temporary Use Permit, a Building Permit and inspection is required to verify compliance. Any utility connections, such as electrical, water, and sewer also require Building permits.

Where to apply:

- Sebastopol Planning Department, 7120 Bodega Avenue, Sebastopol, CA 95472
Call: (707) 823-6167



City of Sebastopol

Planning Department
7120 Bodega Avenue
Sebastopol, CA 95472
(707) 823-6167 (Phone) or (707) 823-1135 (Fax)
www.ci.sebastopol.ca.us

TEMPORARY USE PERMIT FOR SONOMA COUNTY FIRE VICTIMS APPLICATION FORM

PROJECT INFORMATION:

ADDRESS:	
PARCEL #:	

<u>FOR CITY USE ONLY</u>	
PLANNING FILE #:	_____ / _____
DATE FILED:	_____
TOTAL FEES PAID: \$	_____
RECEIVED BY:	_____
DATE APPLICATION DEEMED COMPLETE:	_____

APPLICANT OR AGENT:

Name: _____

Email Address: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____

Fax: _____

Signature: _____

Date: _____

OWNER OF PROPERTY

IF OTHER THAN APPLICANT:

Name: _____

Email Address: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____

Fax: _____

Signature: _____

I certify that this application is being made with my consent.

Date: _____

PROJECT DESCRIPTION:

DESCRIBE the proposed project and permit request. (Attach additional pages, if needed):

Please describe existing uses (businesses, residences, etc.) and other structures on the property:

EXISTING LOT DIMENSIONS:	Front: _____	Rear: _____	<input type="checkbox"/> N / A
	Left: _____	Right: _____	
LOT AREA:	_____ Square Feet		<input type="checkbox"/> N / A
PARKING SPACE (S):	Existing: _____	Proposed: _____	<input type="checkbox"/> N / A
	ZONING	Existing: _____	

- Will the project involve a new curb cut or driveway? Yes No
- Are there existing easements on the property? Yes No
- Will Trees be removed? Yes No

If yes, please describe (**Example:** Type, Size, Location on property, etc.)

Vehicle	Vehicle ID	Length
	<input type="checkbox"/> Travel Trailer <input type="checkbox"/> Motor Home <input type="checkbox"/> Camper Van <input type="checkbox"/> Other	

Applicant's Acknowledgement: As an applicant for a temporary land use certificate to allow for a travel trailer, motor home, or camper van to be located on the property at _____
 I certify the following: Site Address

Initial below as appropriate:

- ___ I am a resident displaced by the October 2017 Sonoma Complex fires (to be verified by City Staff).
- ___ The vehicle will be parked outside on a paved, private driveway not closer than two feet to any property line; **or** ___ the vehicle will be parked in the rear yard but not closer than five feet to any property line.
- ___ The vehicle will not encroach onto the public sidewalk.
- ___ The vehicle will be connected to an appropriate electrical supply approved by the Building Department and will not utilize extension cords or a generator.
- ___ The vehicle will not be used for vacation rental accommodations.
- ___ The vehicle is 1997 model year or newer.
- ___ I have the written consent of the property owner to access the primary residence for restroom and shower activities; **or** ___ the vehicle will be connected to City sewer and water per City standards and permit requirements.

___ Following Temporary Use Permit approval, I will obtain any necessary Building Permits for utility connections or other improvements.

___ The vehicle contains a working fire extinguisher, smoke detector, and carbon monoxide detector.

___ Residents of the vehicle will have access to on-site solid waste disposal and recycling.

___ I agree to remove the vehicle from the site by December 6, 2018.

Applicant's Signature: _____ **Date:** _____

Print name: _____

Property Owner's Statement: I declare under penalty of perjury that I am the property owner for the address listed above, and I authorize this application and certify the accuracy of the information provided above.

Property Owner's Signature: _____ **Date:** _____

Print name: _____

Office Use Only Below This Line					
Date Issued		Staff		File #	
Zoning		Site Verification			

INDEMNIFICATION AGREEMENT

As part of this application, applicant agrees to defend, indemnify, release and hold harmless the City, its agents, officers, attorneys, employees, boards and commissions from any claim, action or proceeding brought against any of the foregoing individuals or entities, the purpose of which is to attack, set aside, void or annul the approval of this application or the adoption of the environmental document which accompanies it or otherwise arises out of or in connection with the City's action on this application. This indemnification shall include, but not be limited to, damages, costs, expenses, attorney fees or expert witness fees that may be asserted by any person or entity, including the applicant, arising out of or in connection with the City's action on this application, whether or not there is concurrent passive or active negligence on the part of the City.

If, for any reason any portion of this indemnification agreement is held to be void or unenforceable by a court of competent jurisdiction, the remainder of the agreement shall remain in full force and effect.

Applicant's Signature

Date Signed

Planning File Number

NOTE: The purpose of the indemnification agreement is to allow the City to be held harmless in terms of potential legal costs and liabilities in conjunction with permit processing and approval.

NOTICE OF MAILING:

Email addresses or facsimiles will be used for sending out determinations or other communications to applicants, their representatives, property owners, and others to be notified.

Please sign and acknowledge you have been notified of the Notice of Mailing for applications and have provided an email address or fax number.

Signature

Printed Name

NOTE: It is the responsibility of the applicant and their representative to be aware of and abide by City laws and policies. City staff, Boards, Commissions, and the City Council will review applications as required by law; however the applicant has responsibility for determining and following applicable regulations.

NEIGHBOR NOTIFICATION

In the interest of being a good neighbor, it is highly recommended that you contact those homes or businesses directly adjacent to, or within the area of your project. Please inform them of the proposed project, including construction activity and possible impacts such as noise, traffic interruptions, dust, larger structures, tree removals, etc.

It is a “good neighbor policy” to inform your neighbors so that they understand your project. This will enable you to begin your construction with the understanding of your neighbors and will help promote good neighborhood relationships.

If you should have questions about who to contact or need property owner information in your immediate vicinity, please contact the Building and Safety Department for information at (707) 823-8597, or the Planning Department at (707) 823-6167.

I have informed site neighbors of my proposed project:

Yes

No

If yes, or if you will inform neighbors in the future, please describe outreach efforts:
