



County of Yolo

DEPARTMENT OF COMMUNITY SERVICES

Taro Echiburú
DIRECTOR

Planning, Building & Public Works
292 West Beamer Street
Woodland, CA 95695-2598
(530) 666-8775 FAX(530) 666-8156
www.yolocounty.org

Environmental Health
292 West Beamer Street
Woodland, CA 95695
(530) 666-8646

Integrated Waste Management
44090 CR 28 H
Woodland, CA 95776
(530) 666-8852

Planning Pre-Application Review

(Additional fees may be required. Fees will be applied toward formal application if submitted)

File # _____

General Information

Applicant:	
Mailing Address:	
Phone Number:	
Owner:	
Mailing Address:	
Phone Number:	
Site Location:	Assessor's Parcel #:
Zoning:	Flood Zone:
Acreage:	Williamson Act: Y / N (select one)

The following items *must* be submitted with application:

- ___ Detailed Project Description
- ___ Assessor's Parcel Page
- ___ Site Plan and Illustration of Proposal (show access, building sizes, etc.)

Signature of Applicant _____ **Date** _____

For Staff Use Only

Proposed Project/Requested Action: _____

Staff comments regarding Pre-Applications will be provided to the applicant in writing, are advisory in nature, and are intended to identify potential project issues. Pre-Application opinions by staff may not be valid beyond 6 months from the date of pre-application depending on changes in circumstances, regulations, policy, etc.



COUNTY OF YOLO COUNTY

Department of Community Services
Environmental Health Division

292 W. Beamer Street, Woodland CA 95695
Phone: (530) 666-8646 Fax: (530) 669-1448

ENVIRONMENTAL HEALTH LAND USE REVIEW SURVEY

A building or business license application may require a review from Yolo County Environmental Health (YCEH) to ensure the compliance with County, State and Federal laws and regulations. Please complete this survey and answer questions pertaining to each YCEH unit and submit it as part of your complete application.

Site address:	City:	Zip code:
Existing business? <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, name of business:	
Property and/or owner of business name:		
Phone number:	Email:	
Mailing address:	City:	Zip code:

Project Description: _____

Please answer the questions below pertaining to different units in Environmental Health to the best of your knowledge:

For Land Use Unit

1. Will your building or facility use a well for your drinking water source? Yes No
2. Will your building or facility use an onsite wastewater treatment system (i.e. septic system)? Yes No
3. Will your building or facility generate waste tires onsite? Yes No
4. Will your building or facility haul 10 or more waste tires at one time? Yes No
5. Will your building or facility conduct solid waste related operations including chipping, grinding and composting?
 Yes No
6. Are there unused septic tanks and/or wells on this site? Yes No

For Consumer Protection Unit

1. Will your building or facility store, prepare, package, serve, vend, or otherwise provide food for human consumption at the retail level? Yes No (*"Retail" means the storing, preparing, serving, manufacturing, packaging, transporting, salvaging, or otherwise handling food (any edible substance incl. beverage and ice) for dispensing or sale directly to the consumer or indirectly through a delivery service.*)
2. Will your building or facility have a public pool/spa? (A public pool/spa includes but is not limited to pools/spas located at hotels, motels, apartments, schools, health clubs etc.) Yes No
3. Will your building or facility be used for tattooing, body piercing or permanent cosmetics? Yes No

For Hazardous Materials Unit

1. Will your building or facility handle or store any hazardous materials (a hazardous material is a chemical that is flammable, corrosive, reactive or toxic)? Yes No
2. Will your building or facility generate hazardous materials waste (i.e. used oil)? Yes No
3. Are there unused/abandoned hazardous materials storage containers on this site? Yes No

**** Please turn over to complete and sign form ****

If you answered "yes" to Hazardous Materials questions #1 through #3, please complete questions 1-10 below. Otherwise, you can skip the following questions:

1. Will your commercial facility handle any hazardous materials in quantities greater than 500 pounds, 55 gallons or 200 cubic feet of compressed gas? Yes No

2. Will your commercial facility repair or maintain motor vehicles or motorized equipment? Yes No
If yes, will your facility handle any of the following?
Motor oil Yes No Gasoline Yes No Grease Yes No
Antifreeze Yes No Hydraulic Oil Yes No Diesel Yes No

4. Will your commercial facility have an above ground storage tank (AST?) Yes No

5. Will your commercial facility sell motor vehicle fuel? Yes No
If yes, will your commercial facility have an underground storage tank (UST?) Yes No

6. Will your commercial facility engage in welding operations? Yes No
If yes, will your commercial facility handle more than one cylinder of acetylene, oxygen, shielding or other welding gases? Yes No

6. Will your commercial facility operate forklifts? Yes No
If yes, will your facility store more than one extra cylinder of propane? Yes No

7. Will your commercial facility store batteries with 55 gallons or more of acid? Yes No

8. Will your commercial facility engage in photography? Yes No
If yes, will your commercial facility generate photographic waste fluid? Yes No

9. Will your commercial facility engage in x-ray processing? Yes No
If yes, will your commercial facility generate x-ray processing waste fluid? Yes No

10. Will your facility handle yard trimmings, untreated wood wastes, natural fiber waste, or construction and demolition wood waste? Yes No
If yes, are these materials managed in a way which would allow them to reach 122 degrees Fahrenheit? Yes No

If you answered "yes" to any of the above questions under hazardous materials unit, you may be required by State law to submit a Hazardous Materials Business Plan to YCEH. Failure to comply with this requirement could result in fines of up to \$2,000.00 per day. As of January 1, 2013, business plans must be filed by going to the California Environmental Reporting System (CERS) website (<http://cers.calepa.ca.gov>), creating an account, entering required hazardous materials information, and submitting the information for approval by YCEH. For assistance with CERS submittal, please call our office at (530) 666-8646 and ask to speak with a hazmat specialist.

I hereby certify that the information in this document is true and correct to the best of my knowledge.

Signature: _____ Date: _____

Print Name: _____ Title: _____



COVERAGE SCREENING FORM FOR PRIVATE PROJECTS



PURPOSE OF THIS FORM

Complete Form 1A to help determine if a private project requires coverage under the Yolo Habitat Conservation Plan/Natural Community Conservation Plan (Yolo HCP/NCCP). See Permitting Guide, Chapter 5 for more information on the purpose of this form and how to fill it out. If Form 1A results in a determination that the project requires coverage, complete Form 2 to provide preliminary information about estimated fees and potential avoidance and mitigation measures that may apply to the project. Form 3 is the formal application for coverage. Form 1A and Form 2 are for informational purposes and are not applications for permit coverage.

RESOURCES YOU WILL NEED TO COMPLETE THIS FORM

Yolo HCP/NCCP Permitting Guide, Chapter 5
www.yolohabitatconservancy.org/documents/permitguide

BOX A: PROJECT INFORMATION	
1 Project Name	
2 Project address and assessor's parcel number(s) (APNs)	
3 Briefly describe the proposed activity/development that will result in any site disturbance/activity/development that would result in ongoing/permanent impacts and any physical changes to the existing features, vegetation, or land, including any site preparation or construction activities that would result in temporary impacts on the project site (e.g., temporary work areas, staging areas, installation of subsurface utilities). Please see Chapter 5 of the Permitting Guide for information about details to include in this summary.	
4 Check applicable local jurisdiction	<input type="checkbox"/> Yolo County <input type="checkbox"/> City of Winters <input type="checkbox"/> City of Davis <input type="checkbox"/> City of Woodland <input type="checkbox"/> City of West Sacramento <input type="checkbox"/> Other _____

BOX B: SCREENING QUESTIONS	
<p>1 Does your project/activity require a discretionary approval/permit? (e.g., a general plan amendment, rezoning, use permit, variance, or land division)</p>	<p><input type="checkbox"/> Yes, my project/activity requires a discretionary approval/permit (if you are not sure, ask the local jurisdiction with approval authority, e.g., City or County planning office)</p> <p><input type="checkbox"/> No, the approval/permit required for my project/activity is ministerial (e.g., a building permit, certain site/design reviews, certain license approvals) (<i>Skip to Box C, Item 2</i>)</p>
<p>Use information from a planning-level survey to complete the following items. If a planning level survey is not available, then please submit the project information on the first page of this form along with a shapefile or kml file of the project site to the Yolo Habitat Conservancy and request an initial evaluation. The initial evaluation will provide information needed to complete the rest of Form 1.</p>	
<p>2 Is the project/activity proposed entirely on land mapped as “developed”? (If a planning-level survey has yet to be conducted, contact the Conservancy to request an initial assessment)</p>	<p><input type="checkbox"/> Yes. Go to <i>Item 3</i></p> <p><input type="checkbox"/> No. Skip to to <i>Box C, Item 1</i>.</p> <p>(Attach preliminary assessment or planning level survey when submitting Form)</p>
<p>3 Does the project overlap with any sensitive natural community or covered species habitat or buffers identified in Table 2-3 of the Permitting Guide? (If a planning-level survey has yet to be conducted, contact the Conservancy to request an initial assessment)</p>	<p><input type="checkbox"/> Yes. Go to <i>Item 4</i>.</p> <p><input type="checkbox"/> No. Skip to <i>Box C, Item 2</i>.</p> <p>(Attach preliminary assessment or planning level survey when submitting Form)</p>
<p>4 Can your project be designed so that activities do not occur near sensitive natural communities or covered species habitat as listed in Table 2-3 of the Permitting Guide, or can a qualified biologist demonstrate that the the project avoids effects on these resources?</p>	<p><input type="checkbox"/> Yes. Redesign your project to avoid sensitive natural communities and covered species habitats or provide an evaluation by a qualified biologist to the local planning/building office that demonstrates the project will avoid adverse effects on sensitive natural communities or covered species and their habitat . Go to <i>Box C, Item 2</i>.</p> <p><input type="checkbox"/> No. Go to <i>Box C, Item 1</i>.</p>

BOX C: CONCLUSIONS AND FORM SUBMITTAL INSTRUCTIONS	
<p>1 <input type="checkbox"/> Your project/activity <u>does require</u> coverage under the Yolo HCP/NCCP.</p> <ul style="list-style-type: none"> ▪ Complete <i>Items in Box D</i>. ▪ Complete Form 2: Preliminary Evaluation of Fees and Conditions Form for Private Projects. ▪ Submit both Form 1A and Form 2 as soon as possible to the planning office of the local jurisdiction with approval authority (see contact information below). 	
<p>2 <input type="checkbox"/> Your project/activity <u>does not require</u> coverage under the Yolo HCP/NCCP.</p> <p>Note: The local agency with approval authority must confirm this conclusion following submittal of project information. Non-covered projects must comply with Federal and State Endangered Species Act requirements if applicable. If a project has the potential to take a federally or state-listed species, the applicant must contact the</p>	

U.S. Fish and Wildlife Service, National Marine Fisheries Service, and/or the California Department of Fish and Wildlife to determine whether a permit is necessary.

- Complete *Items in Box D*.
 - Submit Form 1A to the contact below. Note that a planning level survey report from an HCP/NCCP-approved qualified biologist that verifies the absence of sensitive natural communities and covered species habitats, including photos and aerials of the site, may be required to confirm that the project does not require coverage.
 - If you desire “opt-in” coverage for your project as a Special Participating Entity, submit this form to the Conservancy office prior to completing **Form 3: Yolo HCP/NCCP Application Form for Private Projects**. Opt-in coverage is not guaranteed and will be authorized on a case-by-case basis by the Conservancy.
- Are you requesting participation as a Special Participating Entity?: **Yes.** **No.**

BOX D: SIGNATURES

By checking the box and signing below I certify all information in the application is true and correct to the best of my knowledge.

1	Property owner name and contact information	Phone		Email	
2	Property owner signature			Date	
3	Project Agent/ Applicant name and contact information	Phone		Email	
4	Project Agent/ Applicant signature			Date	
Permissions					
5	Local agency and/or the Conservancy may contact the property owner directly	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
6	Local agency and/or the Conservancy may contact the project agent/applicant directly	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

FORM SUBMITTAL INSTRUCTIONS

Submit this form as soon as possible in your project’s development process to the applicable contact below. If the project applicant is seeking HCP/NCCP coverage as a Special Participating Entity then submit the form to the Yolo Habitat Conservancy. If the project requires HCP/NCCP coverage or is seeking coverage as a Special Participating Entity, **Form 2: Preliminary Evaluation of Fees and Avoidance and Minimization Measures for Private Projects** should also be submitted as soon as practical.

LOCAL PLANNING/BUILDING OFFICE CONTACT INFORMATION

<p>Yolo County Stephanie Cormier Charlie Tschudin Planning Division 292 West Beamer Street, Woodland (530) 666-8041 (530) 666-8850</p>	<p>City of West Sacramento David Tilley Community Development Department 1110 West Capitol Ave., 2nd Floor, West Sacramento (916) 617-4645</p>	<p>City of Davis Katherine Hess Community Development & Sustainability 23 Russell Blvd., Suite 2, Davis (530) 757-5610 ext. 5652</p>	<p>City of Woodland Cindy Norris Planning Division 300 First Street, Woodland (530) 661-5911</p>	<p>City of Winters Dagoberto Fierros Community Development Department 318 First Street, Winters (530) 794-6760</p>
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YOLO HABITAT CONSERVANCY CONTACT INFORMATION

Yolo County (for initial evaluation requests and Special Participating Entities)
Address: 611 North Street Woodland, CA 95695 Phone: 530-723-5504 Email: info@yolohabitatconservancy.org

FOR STAFF USE ONLY			
<input type="checkbox"/> Covered	Project Planner		
<input type="checkbox"/> Not covered	Phone Number		
<input type="checkbox"/> No sensitive habitats onsite	Email		Date