



ZONING COMPLIANCE REVIEW

PRIVATE RIGHT OF WAY – ANTIQUATED SUBDIVISION

SAN JOAQUIN COUNTY COMMUNITY DEVELOPMENT DEPARTMENT
1810 E. HAZELTON AVENUE, STOCKTON CA 95205
BUSINESS PHONE: (209) 468-3121
Business Hours: 8:00 a.m. to 5:00 p.m. (Monday through Friday)

APPLICATION PROCESSING STEPS

STEP 1 CHECK WITH STAFF - Development Services Staff will explain the requirements and procedures to you.

STEP 2 SUBMIT YOUR APPLICATION - When you apply, file all of the following:

- **FEE** The staff will let you know the current cost of filing an application. Make checks payable to the San Joaquin County Treasurer.
- **FORM** Ten (10) copies of the completed application information forms (attached) which all owners must sign.
- **SITE PLAN** Ten (10) copies of a folded Site Plan (see attached) and two (2) copies of a legible 8-1/2" x 11" site plan.
- **DEED AND ACCESS RIGHT** One copy of the recorded deed(s) of the property and documentary proof that you have the right to use the proposed right-of-way for access.
- **SERVICES** If your project requires connection to public facilities, you must submit a "will-serve" letter from the appropriate water, sewer and drainage entities at the time of filing. This letter must include a statement from the agency that they will serve the proposed development, and has, or will have, the capacity to provide such service.
- **APPLICATION COMPLETE** Staff will check your application. If anything is missing, you will be notified in writing. The applicant will be sent a postcard once the application has been determined complete. (Your application cannot be processed until it is complete.)

STEP 3 APPLICATION PROCESSING

- **CEQA** The County will decide if the proposal will have an adverse effect on the environment. If there are no adverse effects, the application will be processed. If there are potential adverse effects, further environmental review will be required. Projects that have the potential to adversely affect the environment will require the preparation of an E.I.R. This may extend the processing time.
- **REFERRALS AND ACTION** Staff will refer the application to any County departments, other agencies and surrounding property owners affected by your proposal. At the end of a review and comment period the staff will approve your application if they can make required findings. If the staff cannot make the required findings, the application will be denied. Typically action will be taken on the project within 7-8 weeks.
- **FINAL ACTION** The action of the staff can be appealed to the Planning Commission. The staff's action is final unless appealed. For further information on the length of the appeal period, contact the staff.

STEP 4 CONDITIONS AND ADDITIONAL PERMITS

- **CONDITIONS** The staff will send you the final action and if it is approval it will list conditions, by department, that must be met before you can start project.
- **DRIVEWAY PERMITS** Driveway Permits must be acquired from the Public Works Department for any work performed within the road right of way. If the project fronts on a state highway these permits are obtained from Caltrans.
- **SANITATION & WELL PERMITS** Projects that will utilize new on-site sanitation disposal and/or on-site wells, must get permits from the Environmental Health Division.
- **BUILDING PERMITS** If the project involves construction a building permit must be approved prior to commencement of work.
- **OTHER PERMITS** Frequently other local, state and/or federal agencies will require permits prior to new uses being established (e.g. Air Pollution Control District, Regional Water Quality Control Board or the Sheriff's Office). The Community Development Department will identify additional permits we are aware of that may be required for your project.



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TO BE COMPLETED BY THE APPLICANT PRIOR TO FILING THE APPLICATION				
Owner Information		Applicant Information		
Name:		Name:		
Address:		Address:		
Phone:		Phone:		
PROJECT DESCRIPTION				
Proposal				
Description of the proposed project:				
Business name (DBA):				
PROPERTY AND VICINITY DESCRIPTION				
Property Information				
Assessor Parcel Number(s)	Property Size	Number of Parcels	Project Size	Williamson Act Contract
				<input type="checkbox"/> Yes <input type="checkbox"/> No
Property Address:				
Existing Land Uses				
On-Site Uses (Include Ag Crops):				
Uses to the North:				
Uses to the East:				
Uses to the South:				
Uses to the West:				



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SITE IMPROVEMENTS AND SERVICES				
Water				
Public Water Proposed <input type="checkbox"/> Existing <input type="checkbox"/>	Service Provider		Annex-Formation Required	Distance to Public Water (Feet)
Private Water <input type="checkbox"/>	Existing Well <input type="checkbox"/> New Well <input type="checkbox"/>		Well Replacement <input type="checkbox"/>	
Sewage Disposal				
Public Sewage Disposal Proposed <input type="checkbox"/> Existing <input type="checkbox"/>	Service Provider		Annex-Formation Required	Distance to Public Sewer Facility
On-site Sewage Disposal <input type="checkbox"/>	Existing Septic System <input type="checkbox"/>		New Septic System <input type="checkbox"/>	Other <input type="checkbox"/>
Storm Drainage				
Public Storm Drainage Proposed <input type="checkbox"/> Existing <input type="checkbox"/>	Service Provider (if Public)		Annex-Formation Required	Terminal Drainage to: Detention-Retention Ponds
Private Storm Drainage <input type="checkbox"/>	On-site Retention Pond(s) <input type="checkbox"/>		Natural Drainage/No Change <input type="checkbox"/>	Other <input type="checkbox"/>
Electricity		Telephone Service		
Service Provider		Distance to Service		Service Provider
				Distance to Service
School Service		Fire Protection Service		
Service Provider		Distance to Elem School		Service Provider
				Distance to Fire Station
Existing Roads				
Road/Street Name		R.O.W. Width	Pavement Width	Curb/Gutter Sidewalks
				Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>
				Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>



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ENVIRONMENTAL INFORMATION (USE ADDITIONAL PAPER, IF NECESSARY)

Water, Drainage and Flooding

Describe any areas subject to flooding (include flood depths and flood panel map number):

Describe the current depth of the ground water and depth to potable water:

Describe any existing drainage courses or eroded areas on or near the project site (e.g. rivers, creeks, swales or drainage ditches):

Land, Land Use and Biota

Describe the site's topography (e.g. land forms, slopes, etc.):

Describe agricultural land that will be lost as a result of the project (type of crops, acres, quality of soil, etc.):

Describe any wildlife habitat on-site and species that are of may be present:

Describe any vegetation on-site by type and extent:

Air Quality

Describe air pollutants that may result from the project (e.g. construction related dust, vehicle trips per day, fire places, incinerators, etc.):



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Other

Describe any items of historical or archaeological interest on-site (e.g. cemeteries or structures):

Describe any on-site or off-site sources of noise or vibration (e.g. freeway noise, heavy equipment, etc.):

Describe any on-site or off-site sources of light of glare (e.g. parking lot lighting, or reflective materials used):

Describe any on-site or off-site source of odor (e.g. agricultural wastes):

Describe any displacement of people that will be caused by the project (e.g. numbers of people, housing units):

AUTHORIZATION SIGNATURES

ONLY THE OWNER OF THE PROPERTY OR AN AUTHORIZED AGENT MAY FILE AN APPLICATION.

I, the Owner/Agent agree, to defend, indemnify, and hold harmless the County and its agents, officers and employees from any claim, action or proceeding against the County arising from the Owner/Agent's project.

I, further, certify under penalty of perjury that I am (check one):

- Legal property owner (owner includes partner, trustee, trustor, or corporate officer) of the property(s) involved in this application, or
- Legal agent (attach proof of the owner's consent to the application of the property's involved in this application and have been authorized to file on their behalf., and that the foregoing application statements are true and correct.

Print Name: _____ Signature: _____ Date: _____

SITE PLAN CHECK LIST

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- Size: The Site Plan must be drawn on minimum 18" x 24" reproducible material.
- North Arrow, Date and Scale: Use an engineer's scale (i.e., 1" to 20' or 1" to 40', preferred). The direction of "north" should be pointing towards the top of the page.
- Streets and Easements: Location and names of all streets and easements bordering on the property with access details.
- Property Lines: All property lines or boundary lines of the parcel with dimensions.
- Vicinity Map: A vicinity map showing the location of the property in relation to surrounding streets.
- Existing and Proposed Development: All existing structures (labeled 'existing') and any proposed structures (labeled 'proposed') with dimensions, square footage and distances from other structures and property lines. Any existing structures planned for removal should be shown with dashed lines. The use and number of floors should be labeled on each structure.
- Parking and Driveways: The location, dimensions and surface material of all existing and proposed parking and driveways. Calculations indicating the number of required spaces must be shown. (Refer to 'County Parking Lot Standards').
- Water Wells: The location of existing and proposed water wells on-site and any off-site wells within 150' of the proposed development. Wells must meet the following setbacks:
 - 5' from structures;
 - 50' from septic tanks;
 - 100' from leach lines;
 - 150' from sumps or seepage pits; and
 - 10' from property lines.

If public water will be utilized, a "will-serve" letter must be submitted from the service provider.

- Sewers and Septic Tanks: The location of the sewer outlet, public sewer hook-up, or existing and proposed sewage disposal systems and any off-site sewage disposal systems within 150' of the property. Septic tanks must meet the following setbacks:
 - 5' from property lines, structures, driveways and swimming pools;
 - 50' from water wells.

Leach lines must meet the following setbacks:

- 10' from structures, driveways and swimming pools;
- 100' from wells, streams and waterways.
- 5' to 75' from property lines depending on zoning or the location of septic systems on adjoining properties (this requirement also applies to seepage pits).

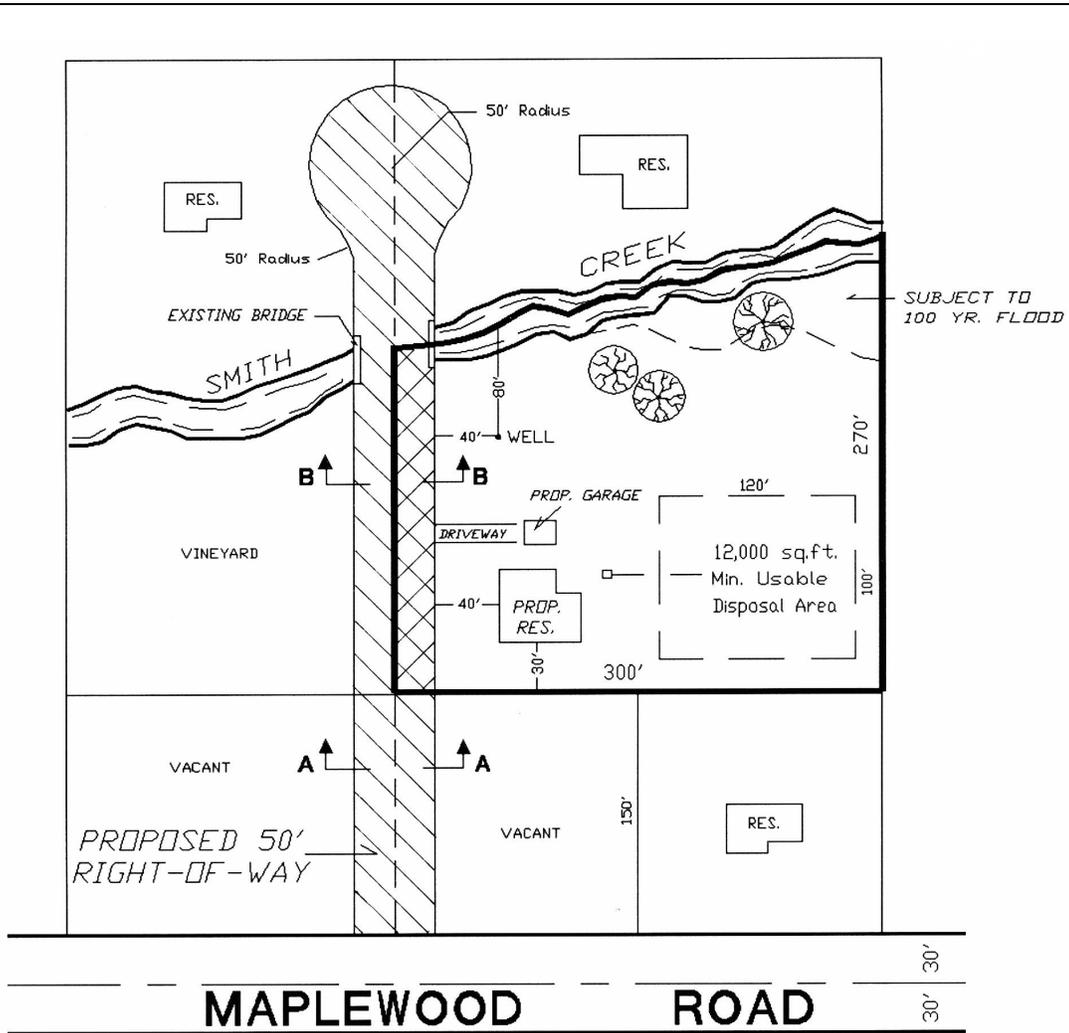
If public sewage disposal will be utilized, a "will-serve" letter must be submitted from the service provider.

- Storm Drainage: The location of existing and proposed storm drainage facilities (check with Engineering staff regarding design criteria). If subject to flooding, the 100-year flood elevations must be shown. Indicate any unusual topographic features of the site (e.g. steep slopes, or drainage courses). Grading and contours need to be shown.
- Landscaping: The location of existing and proposed landscaping and trees 6" or greater in diameter (note any trees to be removed). Calculation indicating the percentage of the net site area to be landscaped must be shown. (Refer to County Landscaping Standards).
- Signs, Fences, Storage and Trash Enclosures: The location of and height of all existing and proposed signs and fences and the location and dimensions of all open and/or enclosed storage and trash receptacles.

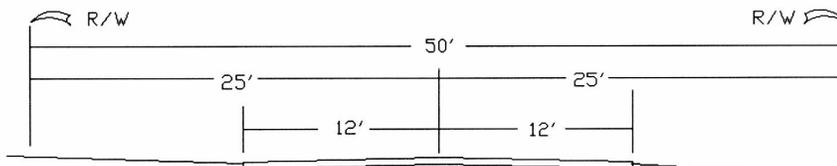
SITE PLANS MUST BE COMPLETE AND LEGIBLE

- Before applying, check your Site Plan to make sure that it contains all of the information cited above. You are encouraged to have one of our counter staff review your draft Site Plan prior to having copies run.
- Faint prints and light blue lines will not be accepted because they cannot be reproduced or microfilmed.

SAMPLE SITE PLAN



Sect. A-A



6" aggregate base shoulder compacted @ 95% relative compaction.

Sect. B-B

