



TELEPHONE 707-463-4281
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**COUNTY OF MENDOCINO
DEPARTMENT OF PLANNING AND BUILDING SERVICES
501 LOW GAP ROAD, ROOM 1440
UKIAH, CALIFORNIA 95482**

AGRICULTURAL PRESERVE

Definitions

AGRICULTURAL PRESERVE: An area that is maintained in agricultural use for specified property tax benefits. An applicant enters into a contract with the Board of Supervisor.

TYPE I PRESERVE: An agricultural preserve consisting essentially of prime agricultural soils. These soils are best suited for orchards, vineyards, row and field crops.

TYPE II PRESERVE: Generally those agricultural lands utilized as rangelands for the grazing of livestock.

Facts to Know

1. Property must be zoned F-L, R-L, or A-G. If not, a rezoning application must be filed. Check with the Planning and Building Services Department for property zoning.
2. An Agricultural Preserve must be formed and a contract signed with the Board of Supervisors. The contract is established for a ten (10) year period and automatically renews itself each year for an additional ten (10) year period.
3. If your request is approved, supplemental material will have to be submitted. This generally includes a reproducible map and legal description of the preserve.
4. Granting of the contract requires a public hearing by the Planning Commission and Board of Supervisors.
5. Public notice of hearings on your application will be published in local newspapers.
6. Owners of adjoining property will be notified of the proposal.
7. The applicant or a representative should attend the public hearings.
8. At the public hearings, members of the public will have the opportunity to express positive or negative comments regarding your application.

APPLICATION FOR INCLUSION INTO AN AGRICULTURAL PRESERVE OR FOR AGRICULTURAL PRESERVE CANCELLATION

THE APPLICANT MUST SUBMIT TO THE MENDOCINO COUNTY DEPARTMENT OF PLANNING AND BUILDING SERVICES:

1. Eight (8) copies of the application form filled out in full, adequately addressing all requests for information.
2. One (1) copy of the Assessor's Map of the property.
3. One (1) copy of a U.S.G.S. "Quad" Map, detailing the property under consideration.
4. Eight (8) copies of the Location Map (may be copies of the "Quad" Map).
5. Specific information detailing current and past agricultural operations, and the length of those operations.
6. If the requested preserve is less than 100 acres, the preserve must be established as a part of an adjacent preserve. The holder of the adjacent contract (preserve) must give permission (in writing) to join the preserve.
7. One (1) signed Indemnification Agreement.
8. Filing Fee: Check with a planner for appropriate current fees.

PLEASE TAKE NOTE:

- All application material **MUST** be collated into individual application packets.
- All maps, plans, etc. (except reproducibles) larger than 8 ½ X 11 inches shall be folded to a maximum size of 8 ½ X 11 inches.
- One (1) 8 ½ X 11 inch reproducible site plan shall be submitted with application.

ANY APPLICATION NOT MEETING THE ABOVE CRITERIA WILL BE CONSIDERED INCOMPLETE AND WILL BE RETURNED TO THE APPLICANT.

NOTE: Illegible maps or incomplete responses to any application question may be cause for delays in project review.

PUBLIC HEARINGS

After preliminary review, your application will be scheduled for a public hearing with the Planning Commission.

PLANNING COMMISSION: You will be notified by mail of the time and place your application will be considered by the Planning Commission. Additionally, you will be sent a copy of the staff report on your project which will include the project recommendations. You must be represented at this meeting. Following a recommendation by the Planning Commission, the matter will be referred to the Board of Supervisors.

BOARD OF SUPERVISORS: Following the Planning Commission hearing, the Board of Supervisors will hold a hearing to consider your request. You will be notified by mail of the time and place your request will be considered. Action by the Board of Supervisors is necessary because you will be entering into a Contract with that body.

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DEPT OF PLANNING AND BUILDING SERVICES
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UKIAH, CA 95482
Telephone: 707-463-4281

Case No(s) _____
CDF No(s) _____
Date Filed _____
Fee \$ _____
Receipt No. _____
Received by _____

Office Use Only

APPLICATION FORM

Name of Applicant	Name of Owner(s)	Name of Agent
Mailing Address	Mailing Address	Mailing Address
Telephone Number	Telephone Number	Telephone Number

Assessor's Parcel Number(s)

Parcel Size <input type="checkbox"/> Square feet <input type="checkbox"/> Acres _____	Street Address of Project
--	---------------------------

TYPE OF APPLICATION
(Check Appropriate Boxes)

- | | |
|---|--|
| <input type="checkbox"/> Rezoning | <input type="checkbox"/> Use Permit |
| <input type="checkbox"/> Land Division: Minor | <input type="checkbox"/> Variance |
| <input type="checkbox"/> Land Division: Major | <input type="checkbox"/> General Plan Amendment |
| <input type="checkbox"/> Land Division: Parcel | <input type="checkbox"/> Agricultural Preserve |
| <input type="checkbox"/> Land Division: Resubdivision | <input type="checkbox"/> Reversion to Acreage |
| <input type="checkbox"/> Exception | <input type="checkbox"/> Certificate of Compliance |
| <input type="checkbox"/> Modification of Conditions | <input type="checkbox"/> Other: _____ |

I certify that the information submitted with this application is true and accurate.

Signature of Applicant/Agent

Date

Signature of Owner

Date

SITE AND PROJECT DESCRIPTION QUESTIONNAIRE

The purpose of this questionnaire is to relate information concerning your application to the Planning and Building Services Department and other agencies who will be reviewing your project proposal. Please remember that the clearer the picture that you give us of your project and the site, the easier it will be to promptly process your application. Please answer only those questions which pertain to your project.

THE PROJECT

1. Describe your project and briefly summarize your reasons for initiating this application. If the project includes a change of zone, please indicate the requested zone.

2. If the project is residential, please complete the following:

Type of Unit	Number of Structures	Sq Ft/Dwelling Unit
<input type="checkbox"/> Single-family	_____	_____
<input type="checkbox"/> Mobile home	_____	_____
<input type="checkbox"/> Duplex	_____	_____
<input type="checkbox"/> Multi-family*	_____	_____

*Number of dwelling units per building _____

3. If the project is commercial, industrial, or institutional, please complete the following:

- a. Total square footage of structures: _____
b. Estimated employees per shift: _____
c. Estimated shifts per day: _____
d. Type of loading facilities proposed: _____
-
-

4. Will the project be phased? Yes No
If yes, explain your plans for phasing: _____
-
-

5. Will vegetation be removed on areas other than the building sites and roads? Yes No
If yes, explain: _____

6. Will the project involve the use or disposal of potentially hazardous materials such as toxic substances, flammables, or explosives? Yes No If yes, explain: _____

7. How much off-street parking will be provided?
 None One Space Two Spaces _____ Spaces
8. Is any road construction planned? Yes No If yes, describe the terrain to be traversed (e.g., steep, moderate slope, flat, etc.): _____

9. Utilities will be supplied to the site as follows:
- A. Electricity:
 Utility company (existing service available to the parcel)
 Utility company (requires extension of lines to size, _____ miles)
 On-site generation, specify _____
 None
- B. Gas:
 Utility company/tank
 On-site generation, specify _____
 None
- C. Telephone: Yes No
10. What will be the method of sewage disposal?
 Community sewage system, specify supplier _____
 Septic Tank
 Other, specify _____
11. What will be the domestic water source?
 Community water system, specify supplier _____
 Well
 Spring
 Other, specify _____
12. Are there any associated projects and/or adjacent properties under your ownership? Yes No If yes, explain (e.g., Assessor's parcel number, address, etc.): _____

-
-
13. List and describe any other related permits and other public approval required for this project, including those required by other County departments, city, regional, state and federal agencies:_____
-
-

THE SITE

14. Describe the location of the site in terms of readily identifiable landmarks (e.g., mailboxes, mile posts, street intersections, etc.)_____
-
-
15. Briefly describe the project site as it exists before the project, including information on existing structures and their uses, slopes, soil stability, plants and animals, and any cultural, historic, or scenic aspects. Attach any photographs of the site that you feel would be helpful._____
-
-
16. Briefly describe the surrounding properties, including information on plants, animals, and any cultural, historic, or scenic aspects. Indicate the type of land use (use chart below), and its general intensity. Attach any photographs of the vicinity that you feel would be helpful.____
-
-
-

Indicate the surrounding land uses:

	North	East	South	West
Vacant.....	_____	_____	_____	_____
Residential.....	_____	_____	_____	_____
Agricultural.....	_____	_____	_____	_____
Commercial.....	_____	_____	_____	_____
Industrial.....	_____	_____	_____	_____
Institutional.....	_____	_____	_____	_____
Timberland.....	_____	_____	_____	_____
Other, _____.....	_____	_____	_____	_____

If you need more room to answer any question, please attached additional sheets.

CERTIFICATION AND SITE VIEW AUTHORIZATION

1. I hereby certify that I have read this completed application and that, to the best of my knowledge, the information in this application, and all attached appendices and exhibits, is complete and correct. I understand that the failure to provide any requested information or any misstatements submitted in support of the application shall be grounds for either refusing to accept this application, for denying the permit, for suspending or revoking a permit issued on the basis of such misrepresentations, or for seeking of such further relief as may seem proper to the County.

2. I hereby grant permission for County Planning and Building Services staff to enter upon and site view the premises for which this application is made in order to obtain information necessary for the preparation of required reports.

Owner/Authorized Agent _____
Date

NOTE: IF SIGNED BY AGENT, OWNER MUST SIGN BELOW.

AUTHORIZATION OF AGENT

I hereby authorize _____ to act as my representative and to bind me in all matters concerning this application.

Owner _____
Date

MAIL DIRECTION

To facilitate proper handling of this application, please indicate the names and mailing addresses of individuals to whom you wish correspondence and/or staff reports mailed if different from those identified on Page One of the application form.

Name	Name	Name
Mailing Address	Mailing Address	Mailing Address

INDEMNIFICATION AND HOLD HARMLESS

ORDINANCE NO. 3780, adopted by the Board of Supervisors on June 4, 1991, requires applicants for discretionary land use approvals, to sign the following Indemnification Agreement. Failure to sign this agreement will result in the application being considered incomplete and withheld from further processing.

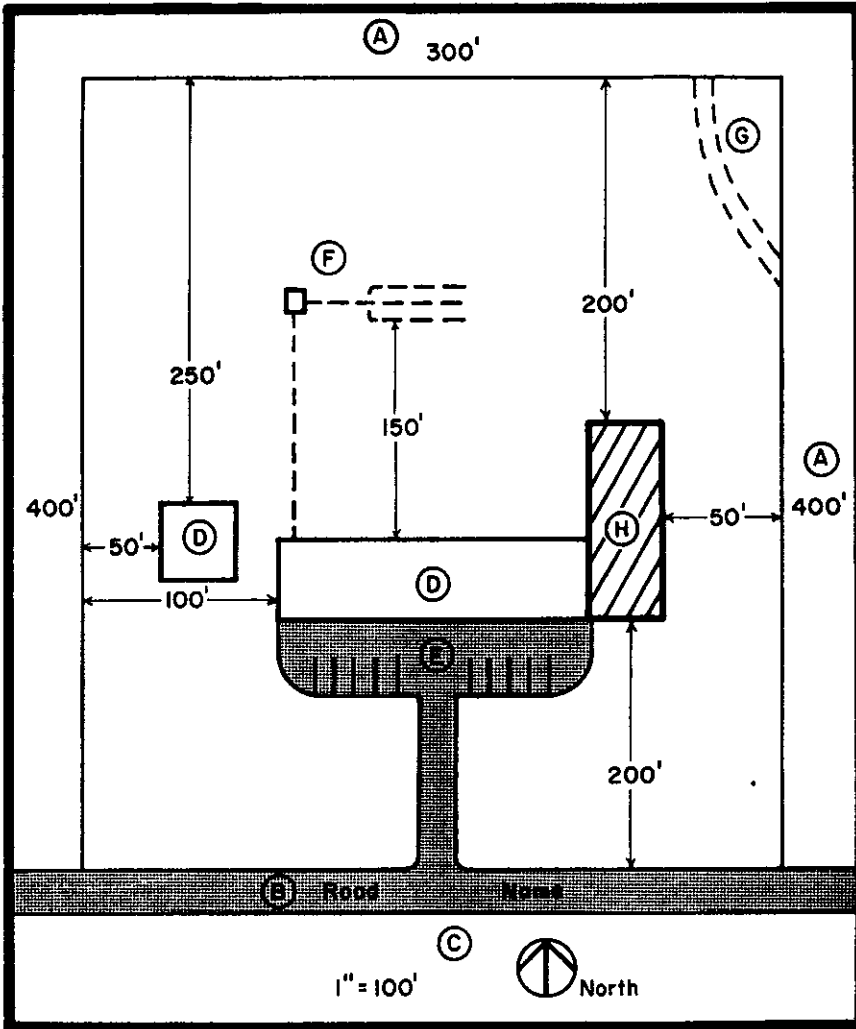
INDEMNIFICATION AGREEMENT

As part of this application, applicant agrees to defend, indemnify, release and hold harmless the County of Mendocino, its agents, officers, attorneys, employees, boards and commissions, as more particularly set forth in Mendocino County Code Section 1.04.120, 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 adoption of the environmental document which accompanies it. The 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 approval of this application, whether or not there is concurrent, passive or active negligence on the part of the County, its agents, officers, attorneys, employees, boards and commissions.

Date: _____

Applicant

Sample Plot Plan



- A. Parcel Shape and Dimensions.
- B. Adjacent Streets.
- C. North Arrow and Scale.
- D. Existing Buildings including distance from property lines.
- E. Driveways, Parking and Loading Areas.
- F. Existing and proposed septic system and wells including distances from structures.
- G. Easements and Utility lines (power, sewer, water etc.).
- H. Proposed structure or addition including distance from property lines.

Sample Location Map

