



GLENN COUNTY  
PLANNING AND PUBLIC WORKS AGENCY  
777 North Colusa Street  
Willows, CA 95988  
(530) 934-6540  
FAX (530) 934-6533  
[www.countyofglenn.net](http://www.countyofglenn.net)



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**INSTRUCTIONS FOR FILING APPLICATION FOR  
NON-RENEWAL OF WILLIAMSON ACT CONTRACT  
(CALIFORNIA LAND CONSERVATION ACT CONTRACT)**

The following list is intended to meet the requirements of State of California Government Code Section 65940.

**APPLICATION CHECKLIST:**

1.  The applicant shall pay the required application fee. Fees are accepted by check, cash, or credit card. Checks should be made payable to Glenn County. The current application fee is as listed in the Glenn County Master Fee schedule.
2.  The application form shall be properly filled out and signed by ALL property owners. All property owners shall sign (husband and wife) or a Power-of-Attorney shall be submitted specifically authorizing a designated person to sign the application. If the property owner is a corporation, a Resolution from the corporation authorizing this application shall be submitted. The Resolution shall indicate an individual or individuals who are authorized to sign the application on behalf of the corporation.
3.  Legal description of the property to be non-renewed.
4.  The application must be submitted by the last Friday of September for the non-renewal to become effective for the following year.
5.  All current landowners on the Notice of Non-Renewal of Williamson Act Contract must be notarized.
6.  One copy of the current County Assessor's Map with the property for the proposed non-renewal delineated on the map shall be submitted with the application.

According to Section 65943 of the California Government Code, your application shall be reviewed by the County within 30 days from the filing date to determine the completeness of the application. You shall receive written notice if the application is determined to be incomplete. Please note that acceptance of the application as complete is not an indication of approval.

If the application is deemed incomplete for further processing, the applicant may appeal this decision to the Planning Commission by filing a Notice of Appeal with the Planning & Public Works Agency within ten (10) days from the date of the written notice (Glenn County Code §15.050.040). The Notice of Appeal shall be submitted in writing and accompanied by appeal fee as listed in the Glenn County Master Fee Schedule.

The Planning & Public Works Agency or any other reviewing agency may, in the course of processing the application, request the applicant to clarify, amplify, correct, or otherwise supplement the information required for the application. According to Section 65944(C), additional information may be requested in order to comply with Divisions 13 of the State of California Public Resources Code.

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**APPLICATION FOR NON-RENEWAL OF**  
**WILLIAMSON ACT CONTRACT**  
**(CALIFORNIA LAND CONSERVATION ACT CONTRACT**

NOTE: FAILURE TO ANSWER APPLICABLE QUESTIONS AND REQUIRED ATTACHMENTS COULD DELAY THE PROCESSING OF YOUR APPLICATION.

1. Applicant(s):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone:(Business) \_\_\_\_\_ (Home) \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

2. Property Owner(s):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone:(Business) \_\_\_\_\_ (Home) \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

3. Name and address of property owner's duly authorized agent (if applicable) who is to be furnished with notice of hearing (Section 65091 California Government Code).

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

4. Request or Proposal: \_\_\_\_\_  
\_\_\_\_\_
5. Address and Location of Project: \_\_\_\_\_
6. Current Assessor's Parcel Number(s): \_\_\_\_\_
7. Existing Zoning: \_\_\_\_\_
8. Existing Use of Property: \_\_\_\_\_
9. Proposed Use of Property: \_\_\_\_\_
10. Contract Number: \_\_\_\_\_
11. Date Contract was Recorded: \_\_\_\_\_
12. Recording Number for Contract: \_\_\_\_\_
13. Names of Landowner(s) on Contract: \_\_\_\_\_  
\_\_\_\_\_
14. Notice of Non-Renewal Recording Date: \_\_\_\_\_
15. Notice of Non-Renewal Recording Number: \_\_\_\_\_
16. Provide any additional information that may be helpful in evaluating your proposal: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DECLARATION UNDER PENALTY OF PERJURY**

(Must be signed by Applicant(s) and Property Owner(s))  
(Additional sheets may be necessary)

The Applicant(s) and/or Property Owner(s), by signing this application, shall be deemed to have agreed to defend, indemnify, release and hold harmless the County, its agents, officers, attorneys, employees, boards and commissions from any claim, action or proceeding brought against the foregoing individuals or entities, the purpose of which is to attack, set aside, void or null the approval of this development entitlement or approval or certification of the environmental document which accompanies it, or to obtain damages relating to such action(s). This indemnification agreement 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 the entitlement whether or not there is concurrent passive or active negligence on the part of the County.

Applicant(s):

Signed: \_\_\_\_\_

Print: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

I am (We are) the owner(s) of property involved in this application and I (We) have completed this application and all other documents required.

I am (We are) the owner(s) of the property involved in this application and I (We) acknowledge the preparation and submission of this application.

I (We) declare under penalty of perjury that the foregoing is true and correct.

Property Owner(s):

Signed: \_\_\_\_\_

Print: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

**FOR OFFICE USE ONLY**

DATES:

Application Received: \_\_\_\_\_ Zoning: \_\_\_\_\_

Notices mailed to Adjacent  
Property Owner(s): \_\_\_\_\_ Parcel Size: \_\_\_\_\_

Legal Notice: \_\_\_\_\_ Previous File#: \_\_\_\_\_

Supervisory Dist. \_\_\_\_\_

PC Meeting: \_\_\_\_\_ Resolution # \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Board of Supervisors Meeting: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Sectional District Map No. \_\_\_\_\_ Ordinance Sec. No. \_\_\_\_\_

Sub Sec. \_\_\_\_\_ Ord No. \_\_\_\_\_

Adopted: \_\_\_\_\_ Denied: \_\_\_\_\_