



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



INSTRUCTIONS FOR FILING APPLICATION FOR PIPELINE FRANCHISE AGREEMENT

This list is intended to meet the requirements of State of California Government Code Section 65949.

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.

If approved, the Pipeline Franchise Agreement grantee will pay applicable fees authorized in Public Utilities Code Section 6231.

2. Application Form must be properly filled out and signed by Applicant(s). If a corporation is the property owner, a Resolution from the corporation authorizing this Application shall be submitted.
3. Environmental Information Form must be properly filled out and signed. 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.
4. A written statement explaining why the establishment, maintenance or operation of the Pipeline Franchise Agreement applied for will not under the circumstances of the particular case be detrimental to the health, safety (including traffic safety), peace, morals, comfort and general welfare of person residing or working in the neighborhood of such proposed use, or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of Glenn County.
5. 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.

Pursuant to Board of Supervisors Resolution No. 96-12

For complex projects, an estimate of the Glenn County Planning & Public Works Agency time and expense shall be prepared by the Glenn County Planning Division within thirty days of application submittal. The Applicant shall be notified of the amount of deposit required in writing. The Applicant shall be required to deposit the amount of money specified in the estimate in a Glenn County Planning & Public Works Agency Trust Account for the specific application.

No work shall be performed by the Glenn County Planning & Public Works Agency on the project in excess of the allotted hours listed above until funds are deposited in a Glenn County Planning & Public Works Agency Trust Account. Funds shall be deposited prior to determining that the application is complete for processing. At the time of final project approval, any excess funds remaining in the Trust Account shall be returned to the applicant.

Additional Fees:

If additional fees are required for environmental review of a project, the applicant shall be responsible for these fees. The applicant shall also be responsible to pay the cost for obtaining any necessary permits from any other agencies.

PFA _____

GLENN COUNTY
PLANNING AND PUBLIC WORKS AGENCY
777 North Colusa Street
WILLOWS, CA 95988
(530) 934-6540
FAX (530) 934-6533
www.countyofglenn.net

**APPLICATION FOR APPLICATION FOR
PIPELINE FRANCHISE AGREEMENT**

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. Engineer/Person who Prepared Site Plan (if applicable):

Name: _____

Mailing Address: _____

Phone:(Business) _____ (Home) _____

Fax: _____ E-mail: _____

4. 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: _____

5. Request or Proposal: _____

6. Address and Location of Project: _____

7. Current Assessor's Parcel Number(s): _____

8. Existing Zoning: _____

9. Existing Use of Property: _____

10. Provide any additional information that may be helpful in evaluating this request: _____

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: _____

Case _____

GLENN COUNTY
PLANNING AND PUBLIC WORKS AGENCY
777 North Colusa Street
WILLOWS, CA 95988
(530) 934-6540
FAX (530) 934-6533
www.countyofglenn.net

ENVIRONMENTAL INFORMATION FORM

To be completed by applicant or engineer

Use extra sheets if necessary

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

I. GENERAL INFORMATION:

1. Name: _____
Address, City, State, Zip: _____

Telephone: _____ Fax: _____

E-mail: _____

2. Name: _____
Address, City, State, Zip: _____

Telephone: _____ Fax: _____

E-mail: _____

3. Address and Location of Project: _____

4. Current Assessor's Parcel Number(s): _____

5. Existing Zoning: _____

6. Existing Use: _____

7. Proposed Use of Site (project for which this form is prepared): _____

8. Indicate the type of permit(s) application(s) to which this form pertains: _____

9. If the project involves a variance, conditional use permit, or rezoning application, state this and indicate clearly why the application is required:

10. List and describe any other related permit(s) and other public approvals required for this project, including those required by city, regional, state, and federal agencies:_____

11. Have any special studies been prepared for the project site that are related to the proposed project including, but not limited to traffic, biology, wetlands delineation, archaeology, etc?_____

II. ENVIRONMENTAL SETTING:

1. Describe in detail the project site as it exists before the project, including information on topography, soil stability, plants and animals (wetlands, if any), different crops, irrigation systems, streams, creeks, rivers, canals, water table depth, and any cultural historical or scenic aspects. Describe any existing structures on the site, and the use of the structures. Attach photographs of the site. Snapshots or Polaroid photos will be accepted.

2. Describe the surrounding properties, including information on plants, animals, and any cultural, historical or scenic aspects. Indicate the type of land use (residential, commercial, agricultural, etc.), intensity of land use (one-family, apartment houses, shops, department stores, dairy, row crops, orchards, etc.) Attach photographs of the vicinity. Snapshots or Polaroid photos will be accepted.

North: _____

East: _____

South: _____

West: _____

3. Describe noise characteristics of the surrounding area (include significant noise sources):_____

III. SPECIFIC ITEMS OF IMPACT:

1. Drainage:

Describe how increased runoff will be handled (on-site and off-site): _____

Will the project change any drainage patterns? (Please explain): _____

Will the project require the installation or replacement of storm drains or channels? If yes, indicate length, size, and capacity: _____

Are there any gullies or areas of soil erosion? (Please explain): _____

Do you plan to grade, disturb, or in any way change swales, drainages, ditches, gullies, ponds, low lying areas, seeps, springs, streams, creeks, river banks, or other area on the site that carries or holds water for any amount of time during the year? _____

If yes, you may be required to obtain authorization from other agencies such as the Army Corps of Engineers or California Department of Fish and Game.

2. Water Supply:

Indicate and describe source of water supply (domestic well, irrigation district, private water company): _____

Will the project require the installation or replacement of new water service mains? _____

3. Liquid Waste Disposal:

Will liquid waste disposal be provided by private on-site septic system or public sewer?: _____

If private on-site septic system, describe the proposed system (leach field or seepage pit) and include a statement and tests explaining percolation rates, soil types, and suitability for any onsite sewage disposal systems: _____

Will any special or unique sewage wastes be generated by this project other than normally associated with resident or employee restrooms? Industrial, chemical, manufacturing, animal wastes? (Please describe)_____

Should waste be generated by the proposed project other than that normally associated with a single family residence, Waste Discharge Requirements may be required by the Regional Water Quality Control Board.

4. Solid Waste Collection:

How will solid waste be collected? Individual disposal, private carrier, city?_____

5. Source of Energy:

What is the source of energy (electricity, natural gas, propane)?:_____

If electricity, do any overhead electrical facilities require relocation? Is so, please describe:_____

If natural gas, do existing gas lines have to be increased in size? If yes, please describe:_____

Do existing gas lines require relocation? If yes, please describe:_____

6. Fire Protection:

Indicate number and size of existing and/or proposed fire hydrants and distance from proposed buildings:_____

Indicate number and capacity of existing and/or proposed water storage facilities and distance from proposed buildings:_____

IV. FOR ZONE CHANGE, ZONE VARIANCE, AND SPECIAL USE PERMIT APPLICATION:

1. Number and sizes of existing and proposed structures: _____

Square footage (structures) _____ S.F.; _____ S.F.
(New) (Existing)

2. Percentage of lot coverage: _____

3. Amount of off-street parking provided: _____

4. Will the project be constructed in phases? If so, please describe each phase briefly: _____

5. If residential, include the number of units, schedule of unit sizes, range of sale prices or rents, and type of household size expected: _____

6. If commercial, indicate type, estimated employment per shift, days and hours of operation, estimated number of daily customers/visitors on site at peak time, and loading facilities: _____

7. If industrial, indicate type, estimated employment per shift, and loading facilities: _____

8. If institutional, indicate the major function, estimated employment per shift, estimated occupancy, loading facilities, and community benefits to be derived from the project: _____

9. List types and quantities of any hazardous or toxic materials, chemicals, pesticides, flammable liquids, or other similar product used as a part of the operation and storage container sizes: _____

Submit Material Safety Data Sheets (MSDS) for any proposed hazardous materials. If hazardous materials are proposed, it is recommended that the applicant contact the Air Pollution Control District/CUPA for permitting requirements.

10. Describe any earthwork (grading) to be done and dust control methods to be used during construction: _____

11. Describe any potential noise or vibration sources associated with the project (i.e. compressor, machine noise, heavy equipment). _____

12. Describe source, type, and amount of air pollutant emissions (smoke, odors, steam, gases, water vapor, dust, chemicals) from the project. Describe what methods would be used to reduce emissions: _____

V. CERTIFICATION:

I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements and information presented are true and correct to the best of my knowledge and belief.

Date: _____ Signature: _____

For: _____

According to Section 65943 for the California Government Code, your application will be reviewed within 30 days and you or your agent will receive written notice regarding the completeness of your application. Any 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 Division 13 of the State of California Public Resources Code.