



PLANNING DEPARTMENT  
9955 Live Oak Blvd., Live Oak, CA 95993  
(530) 695-2112 FAX (530) 695-2595

## RECYCLING COLLECTION FACILITY ZONING CLEARANCE APPLICATION CHECKLIST

### RECYCLING COLLECTION FACILITY STANDARDS

Section 17.16.010 of the Zoning Code requires that a zoning clearance be obtained prior to opening a recycling collection facility in the commercial zone districts that permit them. Recycling collection facilities must meet the following standards:

- A. Materials to be accepted:** The facility shall accept only recyclable and reusable materials.
- B. Maximum size:** The facility shall not occupy an area larger than 600 square feet.
- C. No power equipment:** The facility shall not use power-driven processing equipment except for reverse vending machines.
- D. Minimum yard width:** The facility shall have at least a 10 foot yard from any street right-of-way and shall not obstruct any parking lot vehicular circulation.
- E. Storage in containers:** All recyclable materials shall be kept in fully enclosed containers or in a mobile unit vehicle.
- F. Site kept clean:** The site shall be kept free of litter and other undesirable materials.
- G. Maximum noise level:** The facility shall not exceed a noise level of 60 decibels at the property line of residentially zoned or occupied property.
- H. Distance from a residence:** The facility shall not be located within 100 feet of residentially zoned or occupied property.
- I. Landscaping:** The facility shall not impair the required landscaping.
- J. Identification signs:** Identification signs not exceeding a total of 16 square feet are allowed. The facility shall be clearly marked with the name and phone number of the facility operator and the hours of operation.
- K. Bathroom:** Employees have access to a bathroom.

### REQUIRED INFORMATION FOR THE APPLICATION

The following items are required in order to submit an application to conduct outdoor holiday sales:

- \_\_\_\_ Completed and signed **Application Form** (form included).
- \_\_\_\_ **Written authorization** of the property owner, if the applicant is not the owner (suggested form is included).
- \_\_\_\_ Payment of **application fee** (fee schedule is included).

\_\_\_\_\_ 2 copies of the **site plan**, drawn to scale. List of items to be included on the site plan is provided below:

\_\_\_\_\_ Project title and applicant's name.

\_\_\_\_\_ North arrow.

\_\_\_\_\_ Workable scale.

\_\_\_\_\_ Property lines, with dimensions.

\_\_\_\_\_ All existing buildings and other structures on the property, parking, fencing and landscaping.

\_\_\_\_\_ All existing on-site or adjacent streets, alleys, easements and right-of-ways.

\_\_\_\_\_ Lot size

\_\_\_\_\_ Location of proposed storage containers, parking area and signage.

\_\_\_\_\_ 2 copies of photos or drawings of the **proposed containers**.

\_\_\_\_\_ 2 copies of the proposed **signage** indicating the design and size of the signs.

**Within 5 days of submitting the application, staff will review the application to determine whether additional information is needed in order to find the application complete.**



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## RECYCLING COLLECTION FACILITY ZONING CLEARANCE APPLICATION FORM

### APPLICANT INFORMATION

Name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ FAX \_\_\_\_\_ E-mail \_\_\_\_\_

### PROPERTY OWNER INFORMATION (if different from the applicant)

Name \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ FAX \_\_\_\_\_ E-mail \_\_\_\_\_

### PROPERTY DESCRIPTION

Assessor's Parcel No.(s) \_\_\_\_\_  
Address/General Location \_\_\_\_\_

### REQUEST (use additional sheet if needed)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### APPLICANT CERTIFICATION

I hereby certify that this application and all other documents and maps submitted are true and correct to the best of my knowledge and belief. I agree to indemnify and hold harmless for all costs and expenses, including attorney's fees, incurred by City or held to be a liability of the City in connection with City's defense of its actions in any proceeding brought in any State or Federal court challenging the City's actions with respect to the Applicants' project.

Signature \_\_\_\_\_ Date \_\_\_\_\_

(If applicant is not the property owner a **written authorization** of the property owner is also required (suggested form is included in the packet if needed).

### CITY STAFF USE ONLY

Total Fees: \$ \_\_\_\_\_ Zoning Clearance No. \_\_\_\_\_  
Receipt # \_\_\_\_\_  
Received by \_\_\_\_\_ Date \_\_\_\_\_  
Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Staff comments: \_\_\_\_\_





## PLANNING FEES

<b>GENERAL PLAN AMENDMENT</b>	
Text & map changes	\$2,986.00
<b>SPECIFIC PLANS</b>	
New plans	Cost + 10% admin. fee
Amendments (text & map changes)	2,986.00
<b>REZONING</b>	
Map change	1,897.00
Text change	1,579.00
Planned development (includes text & map changes)	2,060.00
<b>USE PERMIT</b>	
Major (all projects other than minor u.p.)	1,803.00
Minor (related to single family res. or duplex, parking waiver, signs, temporary coaches)	770.00
Amendments	½ regular fee
Extension of time	
Minor	101.00
Major	220.00
<b>VARIANCE</b>	
Single Family dwelling	411.00
Other	823.00
<b>LAND DIVISIONS</b>	
Subdivision Map	1,261 + 28 per lot over 4
Parcel map	966.00
Revise approved map conditions	½ regular fee
Lot line adjustment	442.00 + 38.00 per lot over 2
Certificate of compliance	490.00
Tentative map time extension	206.00
<b>DESIGN/DEVELOPMENT PLAN REVIEW</b>	
Staff Review:	
Single family, duplex,	33.00
Multiple family res.	101.00 + 10.00 per unit
Subdivision	500.00
Commercial or office 10,000 sq. ft. or less	206.00
Commercial or office over 10,000 sq. ft.	500.00

Industrial 10,000 sq. ft. or less	101.00
Industrial over 10,000 sq. ft.	206.00
<b>ZONING CLEARANCE</b>	
Signs, home occupation, model homes, telecomm. tower	33.00
Special event signage	33.00 + 127.00 deposit
<b>CEQA</b>	
Negative Declaration	
Minor (parcel map, minor u.p., variance)	314.00
Major (g.p.a, rezone, subdivision, major u.p.)	612.00
EIR	Actual cost
Fish & Game fee	Actual cost
Sutter County NOD filing fee	50.00
<b>APPEALS</b>	
To P.C. re: single family residence	206.00
To P.C. re: all other	334.00
To C.C. re: single family residence*	334.00
To C.C. re: all other*	696.00
<b>PRE-APPLICATION CONFERENCE</b>	400.00
<b>DEVELOPMENT AGREEMENT</b>	Actual cost

\* If requested by the appellant, the City Council, at the conclusion of the City council appeal process, may authorize the return of all or part of the appeal fee to the appellant if all or part of the appeal is granted and the Council determines that the appellant was justified in filing the appeal.



## AGENT AUTHORIZATION

To the City of Live Oak:

\_\_\_\_\_  
Agent Name

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
E-mail

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

is hereby authorized to process this application on my/our property, identified as Sutter County Assessor's Parcel Number(s) \_\_\_\_\_

This authorization allows representation for all applications, hearings, appeals, etc. and to sign all documents necessary for said processing, but not including documents(s) relating to record title interest.

Owner(s) of Record (print and sign name):

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature