

Planning sign-off  
Approved: \_\_\_\_\_ Date \_\_\_\_\_

Environmental Health sign-off  
Approved: \_\_\_\_\_ Date \_\_\_\_\_

Building Permit No. \_\_\_\_\_

**COUNTY OF MARIPOSA  
DEVELOPMENT SERVICES APPLICATION FOR A COMMERCIAL PERMIT WITH SITE PLAN**

Landowner \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

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

Applicant \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

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

Contractor \_\_\_\_\_ Work Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

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

License No: \_\_\_\_\_

**Job Description (grading, apartment, offices, mini storage, septic, well, etc.):**

# of Bedrooms/baths (existing) \_\_\_\_\_ # of Bedrooms/baths (proposed) \_\_\_\_\_

\_\_\_\_\_ ; Structure Height \_\_\_\_\_

Assessor Parcel No. (APN) \_\_\_\_\_ Acreage: \_\_\_\_\_

Parcel Map No. \_\_\_\_\_ Lot No. \_\_\_\_\_ Survey Map No. \_\_\_\_\_

Project Site Address and Driving Directions: \_\_\_\_\_

List all other existing structures, present use of property, and proposed use of property.

Water Source: (circle) Well Spring Public Water System Other \_\_\_\_\_

Sewage System: (circle) Sewer Septic Tank/Leach Field Other \_\_\_\_\_

Prior Planning Commission Actions?  Yes  No; Describe: (LLA, Etc.) \_\_\_\_\_

Previous building permits?  Yes  No; Project or building \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Express Permits) Previous Permits \_\_\_\_\_

Existing Parking Spaces \_\_\_\_\_ Proposed \_\_\_\_\_ Structure Height \_\_\_\_\_

Water Source: (circle) Well Spring Water System Other \_\_\_\_\_

Sewage System: (circle) Sewer Septic Tank/Leach Field Other \_\_\_\_\_

If commercial use is to be established under the provision of a Home Enterprise or Rural Home Industry, a supplemental questionnaire must be submitted, which is available upon request.

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OFFICE USE ONLY

Land Use Classification \_\_\_\_\_ Specific Plan \_\_\_\_\_

Overlay District \_\_\_\_\_ Other \_\_\_\_\_ Elevation \_\_\_\_\_

Type of use:

Existing \_\_\_\_\_

Why non-conforming? \_\_\_\_\_

\_\_\_\_\_

Proposed \_\_\_\_\_

Parcel Origin \_\_\_\_\_

Setbacks: Front \_\_\_\_\_ Rear \_\_\_\_\_ Side \_\_\_\_\_ Road \_\_\_\_\_ Building \_\_\_\_\_

Height \_\_\_\_\_ Other \_\_\_\_\_

\_\_\_\_\_ Lot Line Adjustment  
\_\_\_\_\_ Use Permit Determination  
\_\_\_\_\_ Home Enterprise

\_\_\_\_\_ Variance  
\_\_\_\_\_ Use Permit  
\_\_\_\_\_ Rural Home Industry

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Not Approved / Reason \_\_\_\_\_

## "Right-to-Agricultural Activity Notice"

The County of Mariposa permits properly conducted agricultural operations within the County and it is the declared policy of this County to enhance and encourage agricultural operations within the County. It is the further intent of this County to provide to the residents of this County proper notification of the County's recognition and support of those persons' and/or entities' right to conduct agricultural activity. Residents of property on or near agricultural land should be prepared to accept the inconveniences or discomfort arising from such operations. Such discomfort or inconveniences may include, but are not limited to: noise, odors, fumes, dust, smoke, insects, operation of machinery (including aircraft) during any 24-hour period, storage and disposal of manure, and the application by spraying or otherwise of chemical fertilizers, soil amendments, herbicides and pesticides. One or more of the inconveniences described may occur as a result of any agricultural operation which is in conformance with existing laws and regulations and accepted customs and standards. You should be prepared to accept such inconveniences or discomfort as a normal and necessary aspect of living in a county with a strong rural character and an active agricultural sector.

Mariposa County has determined that no existing or future agricultural activity, operation, or facility or appurtenances thereof, conducted or maintained for commercial purposes, and in a manner consistent with proper and accepted customs, standards, and practices and with all chapters of the Mariposa County Code, as established and followed by similar agricultural operations, shall be or become a nuisance, public or private, pursuant to the Mariposa County Code, after the same has been in operation for more than one year if it was not a nuisance at the time it began. If you have any questions concerning this policy, please contact the Mariposa County Planning and Building Department.

**SUPPLEMENTAL QUESTIONNAIRE FOR A  
HOME ENTERPRISE / RURAL HOME INDUSTRY APPLICATION**

If you have an existing business on your residential property, or if you are proposing a business on your residential property, please answer the following questions:

- |    |  | <u>YES</u>               | <u>NO</u>                |
|----|--|--------------------------|--------------------------|
| 1. | Will there be retail sales of any products NOT fabricated or produced on the site?<br><br>If yes, please describe what products would be sold:<br><br>_____<br><br>_____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. | Will there be any manufacturing or bulk storage of hazardous, flammable, or explosive materials?<br><br>If yes, please describe what types of materials:<br><br>_____<br><br>_____<br><br>_____  | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. | Will there be any employees who do not live on the property?<br><br>If yes, please estimate the number of employees: _____   | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. | Will the use or activity produce noise, dust, odor, pests, or smoke or generate additional traffic that may be objectionable to adjacent properties?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. | Would the use and its principal activities be conducted entirely within a structure or dwelling?<br><br>If no, describe the type of activities and the percentage of total business activity that will be conducted outside:<br><br>_____<br><br>_____<br><br>_____<br><br>_____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. | Is the exterior use or any supporting activities or facilities located at least fifty (50) feet from all property lines, streets, roads, or other public right of ways?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. | Does the business owner reside on the property on a permanent basis?   | <input type="checkbox"/> | <input type="checkbox"/> |

## CHECKLIST FOR COMMERCIAL BUILDING PERMIT APPLICATION

Before your building permit application can be processed and reviewed by the Building Department, you must submit this checklist and the information listed below to this office. It is important for you to submit all the required information with your application as this will prevent unnecessary delays in the processing of your application and result in the issuance of your building permit in the shortest amount of time possible. If any of the required information is not included with your application, your application will be accepted BUT processing of your application will be delayed until the information is provided. In addition, processing of the application will be delayed if any information is omitted from the plans or application form, or if any information is incorrect or illegible.

Under the "applicant" column, please check off all information that you are submitting with your application. Although your application will be accepted without all of the required information at a later date before your application can be approved. Some of the information listed below may not be required for your application and may be waived by the Plan Checker or by a building inspector. You may discuss whether the information is required prior to or at the time the application is submitted with the Plan Checker or a building inspector, as available.

Applicant Staff n/a		
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	1.	Five (5) sets of building plans (including a site plan) drawn on a minimum 18" by 24" size paper, and that the scale of the drawings should be a minimum of 1/4" to a foot for floor, foundation, floor framing, and roof framing plans; a minimum of 1/4" per foot for elevations; and a minimum of 1/2" per foot for details that must include:
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	a.	Floor plan drawn to scale, including electrical details and plumbing fixtures.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	b.	Elevations of all sides of the structure.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	c.	Framing detail, including floor and roof framing detail.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	d.	Foundation detail and plan view.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	e.	Engineering required for three-story structures, unusual construction techniques, structural retaining walls, etc. (2) sets.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	f.	Energy calculations imprinted on two of the five sets of plans.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	2.	Six (6) additional complete and signed site plans.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	3.	Three (3) sets of grading plans if applicable. Can be accomplished by using the site plan and cross-sections of existing and proposed ground levels. Handout is available explaining grading permit requirements and applicable fire standards.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	4.	Completed encroachment permit application form for Mariposa County or Caltrans, as applicable. Remember to post the County Pink Card.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	5.	Completed Development Services application.
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	6.	Other (please specify) _____ _____

I hereby acknowledge that I have provided the above-required information as part of my application for a commercial building permit. I understand that if any information, including that information shown on the plans, is missing, incorrect, or illegible, that processing of my application will be delayed.

\_\_\_\_\_  
Applicant's Name (PLEASE PRINT)

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

MARIPOSA COUNTY  
BUILDING PERMIT APPLICATION  
SITE PLAN

**Instructions for preparing a site plan:**

The site plan is a key part of your building permit application. The required number of copies of the site plan must be submitted with the building permit application. The Development Services application with the site plan will be forwarded to state and county agencies such as the Planning Department, Health Department, and the California Department of Forestry, and will be reviewed by those agencies for compliance with the applicable state and county regulations. It is important for you to prepare a site plan that is legible and contains all of the required information. A site plan that cannot be read or does not contain the required information will result in unnecessary delays in the processing of your application.

The site plan must be drawn in **black ink** or **dark pencil** on a single sheet with a minimum size of 11x17" and a maximum size of 18x26". We encourage you to use the attached site plan form. In addition, the site plan must be drawn to scale as follows:

<u>Parcel Size</u>	<u>Scale</u>
Less than one (1) acre	1" = 20 feet
1.0 to 2.5 acres	1" = 40 feet
2.51 to 5.0 acres	1" = 60 feet
5.01 to 10.0 acres	1" = 100 feet
Over 10.01 acres	To be determined by staff.

The site plan must contain ALL the information listed on the following page. If the permit application is for ONLY drilling or deepening a well, you may omit the information required by Numbers 6, 7, 8, 9, 14 and 15. If the permit application is ONLY for a sewage disposal system, you may omit the information required by Numbers 9, 14 and 15. The site plan for other types of permits (i.e., structure addition) may not require all of the listed information. Please confer with staff regarding which information may be omitted from the site plan. Also, confer with staff regarding required information if your project only affects a small portion of a parcel larger than twenty (20) acres. To insure that all required information is shown on the site plan, check off each item on the next page as you draw it on the site plan.

NOTE: Application for Design Review Require additional site and project design information. Please contact Mariposa Planning for those requirements on your project.

### Site plan requirements:

- 1. The name of the applicant.
- 2. The street address and assessor's parcel number (APN) of the project site.
- 3. A north arrow and scale.
- 4. The property lines and dimensions of the parcel.
- 5. The approximate area of the property in acres (square feet for parcels less than one acre).
- 6. The location of all creeks, springs, intermittent streams, other drainages, and lakes or reservoirs on the property and on adjacent properties within 200 feet of any proposed sewage disposal system. If there are no water bodies or drainages on adjacent properties within 200 feet of a proposed sewage disposal system, this must be stated on the site plan.
- 7. The approximate percent of grade and arrows indicating direction of slope for those areas proposed for a septic tank or leach field area.
- 8. The location, size and dimensions of all existing and proposed structures on the property including houses, decks, additions, garages, sheds, mobile homes and travel trailers. Each structure must be identified and labeled as existing or proposed.
- 9. The setback distance of proposed structures from all property lines; the centerline of all state highways, county roads, and road easements; and all existing structures.
- 10. The location of all existing and proposed sewage disposal systems on the property and on adjacent properties within 200 feet of any proposed wells. If there are no wells on adjacent properties within 200 feet, this must be stated on the site plan. The site plan must show and label the area for the septic tank and leach lines. Each sewage disposal system must be identified and labeled as existing or proposed.
- 11. The setback distance of proposed septic tanks, leach field areas, and replacement areas from all property lines; from all existing and proposed structures; from the centerline of all state highways, county roads, and road easements; from all existing and proposed wells on the property and on adjacent properties within 200 feet of the system; and from all creeks, springs, intermittent streams, other drainages, and lakes or reservoirs within the property and on adjacent properties within 200 feet of the system.
- 12. The location of all existing and proposed well sites on the property or on adjacent properties within 200 feet of proposed sewage disposal systems. If there are no septic disposal systems on adjacent properties within 200 feet, this must be stated on the site plan. Each well must be identified and labeled as existing or proposed.
- 13. The setback distance of proposed wells from all property lines and from all existing and proposed sewage disposal systems on the property and on adjacent properties within 200 feet of the well.
- 14. The location, width, and type of all easements of record on the property.
- 15. The location, width, surface, grade and length of existing and proposed access roads and driveways including turnouts, turnarounds, and bridges or crossings. They must be identified and labeled as existing or proposed. Access must be shown from the residence or proposed building site to the nearest state highway, county road, or easement road offered for dedication to the County of Mariposa.
- 16. The location, length, width and surface of all existing and proposed parking spaces.

A sample site plan that shows all of the required information is attached. If you have any questions in preparing a site plan, please call the Mariposa County Planning Department at (209) 966-5151, or visit the office during business hours, located at 5100 Bullion Street, 1<sup>st</sup> Floor, Mariposa.

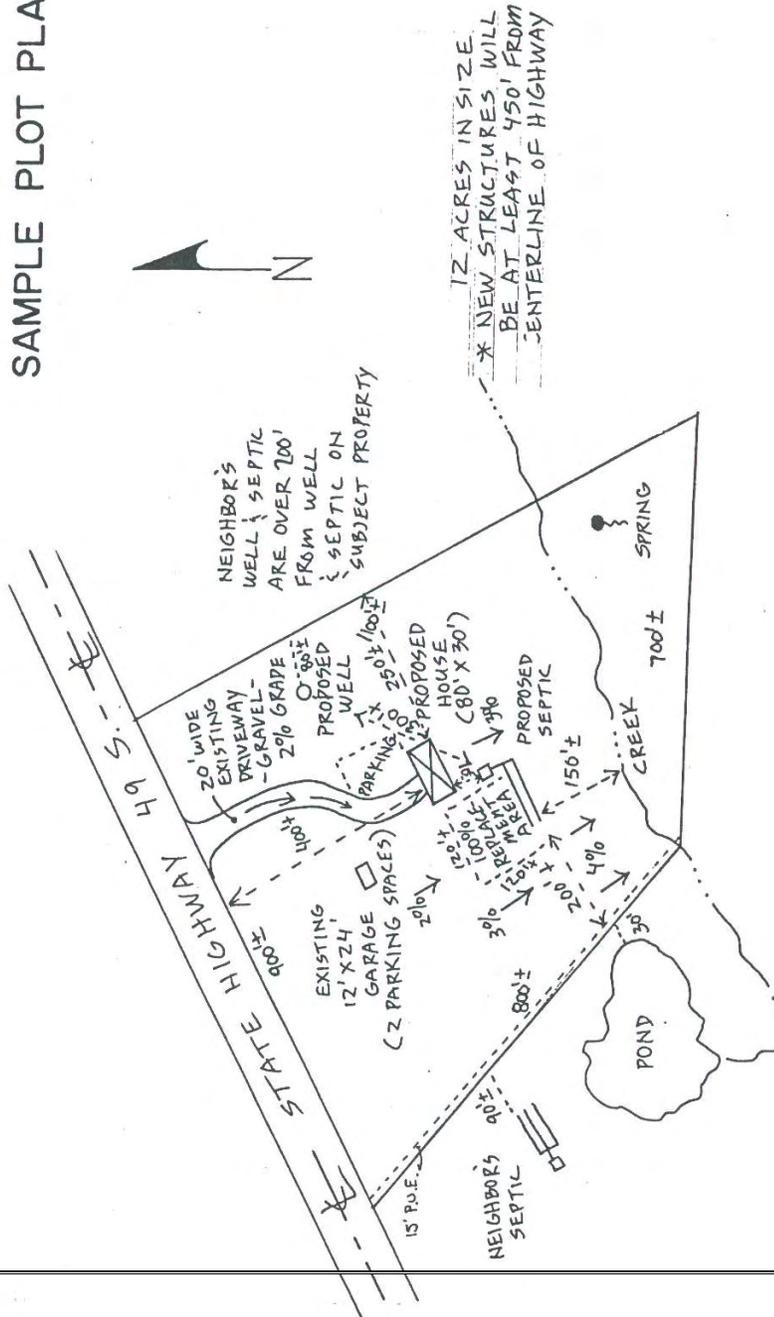
MARIPOSA COUNTY BUILDING DEPARTMENT  
SITE PLAN

Applicant Name John Johnson  
 Project Site Address 4444 Highway 49 South  
 Project Site APN 15-260-07  
 Site Plan Scale: 1" = 200 feet  
 Date June 29, 1992

I certify that this site plan contains all required information and is true and complete to the best of my knowledge. I understand that the processing of my building permit application will be delayed if any required information is incorrect or omitted.

John Johnson  
Applicant's Signature

SAMPLE PLOT PLAN



OFFICE USE ONLY

LAND USE CLASSIFICATION \_\_\_\_\_ SPECIFIC PLAN \_\_\_\_\_

OVERLAY DISTRICT \_\_\_\_\_ OTHER \_\_\_\_\_ ELEVATION \_\_\_\_\_

# OF DWELLINGS \_\_\_\_\_ NON-CONFORMING (WHY?) \_\_\_\_\_

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MOBILE HOMES/RENT \_\_\_\_\_ EXISTING SQ. FT. \_\_\_\_\_  
PROPOSED SQ. FT. \_\_\_\_\_

PARCEL ORIGIN \_\_\_\_\_  
\_\_\_\_\_

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SETBACKS: FRONT \_\_\_\_\_ REAR \_\_\_\_\_ SIDES \_\_\_\_\_

ROAD C/L SETBACK \_\_\_\_\_ BLDG SETBACKS \_\_\_\_\_

OTHER \_\_\_\_\_ HEIGHT \_\_\_\_\_

PLANNING DEPARTMENT PROJECTS:

\_\_\_\_\_ LOT LINE ADJUSTMENT \_\_\_\_\_ LAND DIVISION  
\_\_\_\_\_ USE PERMIT DETERMINATION \_\_\_\_\_ USE PERMIT  
\_\_\_\_\_ VARIANCE \_\_\_\_\_ OTHER

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_

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APPROVED \_\_\_\_\_ DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

NOT APPROVED / REASON: \_\_\_\_\_  
\_\_\_\_\_