COUNTY OF MENDOCINO
DEPARTMENT OF PLANNING AND BUILDING SERVICES
860 NORTH BUSH STREET · UKIAH · CALIFORNIA · 95482
752 SOUTH FRANKLIN ST · FORT BRAGG · CALIFORNIA · 95437

PHONE: 707-234-6650
FAX: 707-463-5709
FB PHONE: 707-964-5379
FB FAX: 707-961-2427
pbs@mendocinocounty.gov
www.mendocinocounty.gov

POND EXEMPTION PACKET

1. Read the attached Mendocino County Memorandum prior to starting your project.

2. Draw a Plot Plan on the supplied form using the "PLOT PLAN REQUIREMENTS" sheet as a guide.

3. Complete the Mendocino County Planning & Building Services "POND EXEMPTION APPLICATION".

4. Complete the application for "SPECIAL INSPECTION".

5. Submit the pond exemption application, the application for special inspection and the completed plot plan. A Special Inspection fee will be payable on submittal.

If you have any questions or would like to schedule an appointment to discuss this project, please contact this office between 8am to 5pm, Monday through Friday @ (707)234-6650.

RUSSIAN RIVER FLOOD CONTROL AND WATER CONSERVATION IMPROVEMENT DISTRICT

151 LAWS AVE. #D
UKIAH, CA. 95482
(707)462-5278

Type of permit: *Water rights if water will be diverted either directly from the Russian River or from Russian River underflow*.

NORTH COAST REGIONAL WATER QUALITY CONTROL BOARD

5550 SKYLAND RD. STE. #A
SANTA ROSA, CA. 95403
(707)576-2220

Type of permit: *(A) Storm water runoff (NPDES) for grading of 5 acres or greater. It is anticipated that in 2001 grading of 1 acre or greater will require a stormwater runoff permit from Regional Water Quality Control Board.*

(B) Clean Water Act Section 401 Water Quality Certification for stream culverts, outfall Structures, bridges, stream bank stabilization and utility line trench stream crossings.

NOTE: Construction activity related to vineyard development or other agricultural development is not subject to a stormwater runoff permit from RWQCB.

CALIFORNIA DEPARTMENT OF FISH & WILDLIFE-NORTHERN REGION

601 LOCUST ST.
REDDING, CA. 96001
(530)225-2300

Type of permit: *Streambed alteration agreement for any activity that will divert or obstruct the natural flow or change the bed, channel, or bank of a river, stream, or lake.*

STATE WATER RESOURCES CONTROL BOARD-DIVISION OF WATER RIGHTS

1001 I STREET
P.O. BOX 100
SACRAMENTO, CA. 95812
(916)341-5250

Type of permit: *Water right to divert water from surface waters or subterranean streams flowing in known and definite channels. (See attached NOTICE from the Division of Water Rights)*

- **UNDERGROUND SERVICE ALERT (USA)**
  WWW.USANORTH.ORG
  PHONE NUMBER 811

  Type of permit: *Call USA before trenching or excavation to make sure there are no affected utility lines.*

*THIS LIST IS NOT INTENDED TO INCLUDE EVERY TYPE OF PERMIT OR CLEARANCE THAT COULD BE REQUIRED IN EVERY POSSIBLE SITUATION. DEPENDING ON THE LOCATION OF THE PROJECT AND TYPE OF WORK PROPOSED, PERMITS COULD BE REQUIRED FROM THE COASTAL COMMISSION, ARMY CORP OF ENGINEERS, FISH & WILDLIFE SERVICE, ETC.

IT IS YOUR RESPONSIBILITY AS APPLICANT AND/OR OWNER TO OBTAIN ALL NECESSARY LOCAL, STATE, AND FEDERAL CLEARANCE FOR YOUR GRADING PROJECT.

STATE WATER RESOURCES CONTROL BOARD

P.O. BOX 2000

SACRAMENTO, CA. 95812-2000

(916)341-5300

NOTICE

2002

ANY DIVERSION OR USE OF WATER NOT COVERED BY AN EXISTING WATER RIGHT REQUIRES A PERMIT, LICENSE, OR REGISTRATION OF SMALL DOMESTIC USE OR LIVESTOCK POND ISSUED BY THE STATE WATER RESOURCES CONTROL BOARD {SWRCB}. ANY OTHER DIVERSION OR USE OF WATER IS UNAUTHORIZED AND CONSTITUTES A TRESSPASS AGAINST THE STATE OF CALIFORNIA. ALL UNAUTHORIZED DIVERSIONS, OR THREAT THEREOF, ARE SUBJECT TO AN ADMINISTRATIVE CIVIL LIABILITY OF $500 PER DAY, OR INJUNCTIVE RELIEF (CALIFORNIA WATER CODE SECTION 1052).

AN APPLICATION FILED WITH THE SWRCB DOES NOT PROVIDE A BASIS OF RIGHT TO DIVERT WATER UNTIL THE SWRCB ISSUES A PERMIT.

ALSO, WATER SUPPLY PROJECTS MAY BE SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT AND CONSTRUCTION SHOULD NOT BE COMMENCED PRIOR TO COMPLETION OF NECESSARY ENVIRONMENTAL CLEARANCES, WHICH MAY BE EVIDENCED BY RECEIPT OF A PERMIT OR REGISTRATION CERTIFICATE FROM THE SWRCB.

California Environmental Protection Agency

"The energy challenge facing California is real. Every Californian needs to take immediate action to reduce energy consumption. For a list of simple ways you can reduce demand and cut your energy costs, see our Web-site at http://www.swrch.ca.gov."

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Plot Plan Requirements

Your application for a building permit must include one copy of an 8½" x 11" Plot Plan (larger paper sizes up to 11"x17" may be allowable upon request). The information shown on the plot plan should be legible, drawn to scale if possible, and must show the following:

1. Property owner's name, job address, and Assessor's Parcel Number(s).
2. Legal parcel configuration clearly shown with all property boundaries, dimensions, and acreage (must include all Assessors' Parcel Numbers).
3. Adjacent streets (both public and private) and any access easements.
4. Distance from centerline of any public/private roadway to property line.
5. North arrow and scale if applicable.
6. Proposed structure or addition including distance from property lines and other structures (e.g., Proposed Single-Family Residence, Proposed Garage, etc.).
7. All existing structures clearly labeled and distances from property lines (e.g., Existing Garage, Existing Barn, etc.).
8. Driveways, parking, and loading areas. Parking space size and setbacks from property lines must be shown for all commercial/industrial parking.
9. Existing and proposed septic systems (including septic tank, primary leachfield, and replacement leachfield) and wells, including distances from structures.
10. Easements and utility lines (power, sewer, water, access, etc.).
11. Fences and retaining walls.
12. Lakes, ponds, or streams, identified with names if appropriate. Distances from watercourses to the proposed project.
13. Location of floodplain/floodway.
14. Location of any signs, and distances to property lines for commercial/industrial uses.

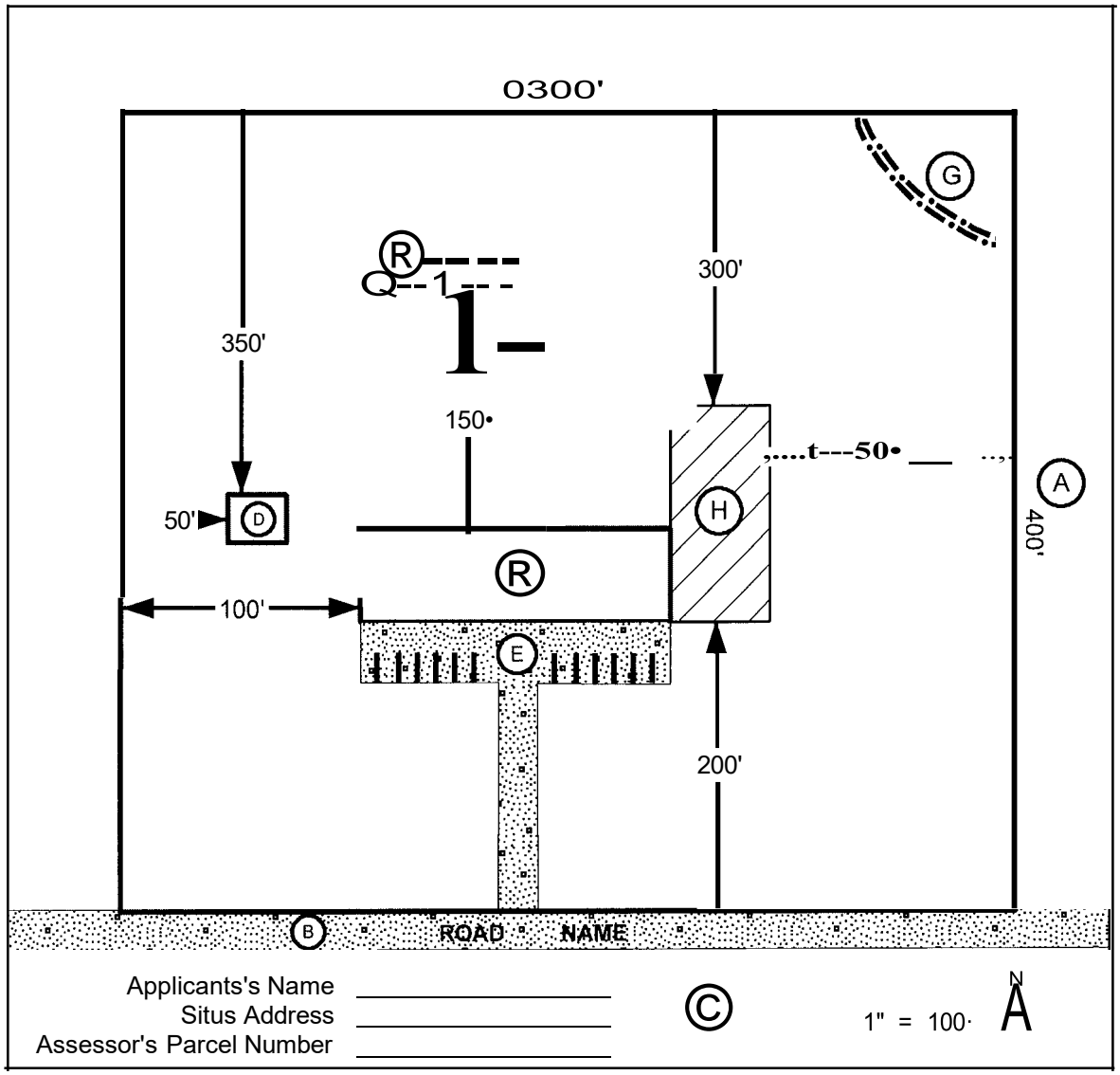
Plot Plans which **may not** be acceptable:

- Copies from the CDF application.
- Portions of larger scaled plot plans.
- Copies of plot plans used for previously approved building permits (which may include whited out areas, previous approval signatures, and illegible notations).

Failure to include any of the required information may result in the rejection of your application, delays in processing, or invalidation of your approved building permit.

See other side for Sample Plot Plan

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.

PLOT PLAN

COUNTY OF Mendocino

APPLICATION#_____

JOB ADDRESS:_____ CITY OR TOWN: _____

ASSESSOR'S PARCEL #: _____ PROPERTY OWNER'S NAME: _____

SHOW ALL BUILDINGS, STRUCTURES, SEPTIC TANKS AND LEACH FIELDS, WELLS, STREAMS, LAKES, ROADS, STREETS, ALLEYS, RETAINING WALLS FENCES, EASEMENTS, POWER POLES, AND ANY OTHER IMPROVEMENTS AND INDICATE ALL DISTANCES BETWEEN. SPECIFY WHETHER EXISTING OR PROPOSED. INDICATE ORIENTATION WITH A NORTH ARROW.

MENDOCINO COUNTY PLANNING & BUILDING SERVICES
POND EXEMPTION APPLICATION

Project location: _____ **Project *AfP* #:** _____

Owners name: ..... **Phone:** .....

Mailing address: _____

Description of Project: _____

_____

_____

To be filled out by the Owner	For County use only	
	VERIFIED	UNABLE TO CONFIRM
POND LOCATION Distance **(in** feet) from:		
A) Property line,s _____	_____	_____
B) Private roads _____	_____	_____
C) County roads _____	_____	_____
D) Structures _____	_____	_____
SIZE OF POND		
A) Length _____	_____	_____
B) Width _____	_____	_____
C) Depth _____	_____	_____
D) Capacity (in acre ft) _____	_____	_____
POND CONSTRUCTION		
A) Pit pond _____	_____	_____
B) Berm containment _____	_____	_____
C) Dam (height to spillway and over flow size) _____	_____	_____
D) Gradient of interior & exterior slopes _____	_____	_____
E) Method of filling pond with water _____	_____	_____
F) How much material (in cubic yards) will be moved to construct pond _____	_____	_____
8 ½" x 11" PLOT PLAN ATTACHED? (Showing the above information) YesO No	_____	_____
Comments:		
Is the pond existing? ☐ Proposed? ☐		

I certify the above to be true and accurate and that I will allow the Mendocino County Building Inspector to conduct a site inspection of the proposed/existing pond location.

Owners Signature: _____ Date: _____

APPLICATION FOR SPECIAL INSPECTION

Owner: _____ AP#: _____

Mailing Address: _____ Telephone#: _____

_____

Applicant: _____ Telephone: _____

Mailing Address: _____

Building Location: _____

1. I hereby request a special inspection of the following building:

   ☐ Dwelling (if only a portion, specify) _____ _____

   ☐ Apartment House (if only a portion, specify) _____

   ☐ Commercial (specify present occupancy) _____

   ☐ Other (specify) _____

2. I am requesting a special inspection for the purpose of:

   ☐ Moving the building

   ☐ Financing (specify agency) _____ Case# _____

   ☐ Change of occupancy to _____

   ☐ Other (specify) _____

I hereby certify that I will obtain the necessary permits and make any necessary corrections, alterations, or repairs required by the County of Mendocino, as a result of this inspection, to comply with building and housing code requirements. I also certify that prior to the use or occupancy of this building, I will complete the above required corrections, alterations, or repairs, or, if the building is presently occupied, I will complete the above required corrections alterations, or repairs within thirty (30) days.

I certify that I have read this application and state the above information is correct and hereby authorize representatives of the County of Mendocino to enter upon the above-mentioned property for inspection purposes.

Signature of Owner: _____ Date: _____

Fee paid: _____ Receipt#: _____