

DEVELOPMENT SERVICES DIVISION

County of
EL DORADO

<http://www.edcgov.us/devservices>

2850 Fairlane Court
Placerville, Ca 95667
(530) 621-5315
(530) 622-1708 fax

**PLAN REVIEW SUBMITTAL - TEMPORARY MOBILE HOME, RECREATIONAL (RV)
OR TRAVEL TRAILER
(EFFECTIVE 4-15-14)**

The following items are required to be deemed a complete permit application

TWO complete sets of plans that include:

- ✓ **COMPLETED TMA APPLICATION**
- ✓ **SITE/PLOT PLAN** – Included on site/plot plan checklist (see reverse side)
- ✓ **FOUNDATION PLAN** – Including an engineered tie down system
- ✓ **FLOOR PLAN** – With complete square foot summary, dimensions, and room use labels
- ✓ **SHOW TYPE OF UTILITY CONNECTIONS**
- ✓ **MANUFACTURED HOME MAKE, MODEL, SIZE & YEAR OF MANUFACTURE**
- ✓ **APPLICATION PROCESSING FEE**

*** PLEASE NOTE:**

- Used Mobile Homes must comply with all County & HCD exterior ignition-resistant construction systems
- AND**
- One additional floor plan and site plan is needed before permit issuance.

I understand an application missing any items will be deemed incomplete and the plan check will not be scheduled until all the items above are received by Building Services. This may affect applicable fees and codes, since the operative date of application will be the date on which a complete application is received.

All required items on this list, including the reverse, are present and complete

I am the Property Owner Contractor Agent of the Owner/Contractor

Signature

Date

- Site/Plot Plan** - drawn at a conventional scale (i.e., 1" = 10', 1" = 20', etc.) showing the entire parcel with property lines dimensioned (if you have a very large parcel, you may use a reduced scale such as 1" = 50' or 1" = 100', as long as the *grading portion* and mobile home/RV location of the site plan is *no smaller than 1" = 20'* (this method may require two or more drawings).
 - Provide a North arrow on the site and/or plot plan.
 - Provide the scale being used for the site and/or plot plan.

- Show the location and dimension of all recorded easements on the parcel** - (i.e., road easements, public utility easements, drainage easements, etc.). Show distances from the proposed structure(s) to all property lines (or nearest edge of road easement(s)). Show to scale all existing or proposed structure(s) on the property (such as garage, well, shed, barn, swimming pool, propane tank, septic system, etc.) and building separation dimensioned.
 - Provide to scale and dimension all existing and proposed driveways and parking areas.

- Show how the California "Fire Safe/Defensible Space" Regulations will be met for driveway & property** - from the proposed structure to the addressed road, turnarounds, turnouts and fuel modification (CRC R327.1.5).
 - A summary is available from Building Services or on our website:
http://www.edcgov.us/Fire_Safe_Regulations_Title_14_Article_2_Menu.aspx
 - Provide a fully dimensioned driveway profile that includes the following: *elevations* at road edge or top of curb, garage floor and at each grade break; *percentage of slope* between grade breaks; and *distance* between grade breaks. A sample profile is available at Building Services

- Show *existing site topography (prior to grading)*** - using contour lines at 1' or 2' vertical increments. The contour lines must extend a minimum of 20 feet beyond the building site, driveway or other area of disturbance. Use positive values only and state the source of the topography.

- Show the *proposed grading*** - This is generally done by using one of two methods: darker, thicker contour lines that overlay the (lighter) existing contour lines; or thicker lines that show cut and fill slopes to scale (the slopes are plotted using a scale). Also specify the yardage of cut and fill.
 - Provide the finish floor elevation of the proposed structure.
 - Due to the technical nature of this aspect of the building plans, we recommend that you have a design professional (i.e. civil engineer, architect or landscape architect) assist with this portion of your plan preparation. **Depending on several factors, it may be required that a civil engineer prepares or supervises preparation of your plan.**

- Show how CALGreen site development requirements will be met** - More information may be found http://www.documents.dgs.ca.gov/bsc/CALGreen/2010_CA_Green_Bldg.pdf (see sections 4.106.2 & 4.106.3)

- Parcels within an area of special flood hazard identified by Federal Emergency Management Agency (FEMA)** - Planning Services may require a licensed civil engineer or surveyor to determine the proposed building is outside a flood zone. Flood insurance rate maps shall show the flood zone.

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PART 16

APPLICATION FOR TEMPORARY MOBILE HOME/RECREATIONAL VEHICLE (RV) OR TRAILER - (TMA) (EFFECTIVE 4-15-14)

ASSESSOR'S PARCEL NUMBER _____

PROPERTY OWNER _____

Mailing Address _____
P.O. Box or Street _____ City _____ State _____ Zip _____

Phone _____ Cell Phone _____ E-mail _____

APPLICANT / AGENT (if different than property owner) _____

Mailing Address _____
P.O. Box or Street _____ City _____ State _____ Zip _____

Phone _____ Cell Phone _____ E-mail _____

AFFIDAVIT SUPPORTING APPLICATION

Check the purpose for the temporary mobile home or RV and sign the statement below

- ___ For use by a family member or owner of the property to prevent dislocation of a family member or allow for in-home care of family members (17.52.030.A) _____ The current owner must reside on property. Name of family member being cared for _____
- ___ For use by caretaker to assist elderly or handicapped homeowner. (Site must consist of one acre. The elderly or handicapped owner must live on site.) (17.52.030.B)

The undersigned property owner(s) declare(s) that he/she/they understand that the temporary mobile home or RV can only be occupied as provided in Section 17.52.030.A. or B of the El Dorado County Code as described above.

Owner Signature

Print Name

Owner Signature

Print Name

OFFICE USE ONLY: #TMA _____	Fee _____
Receipt # _____	Expiration _____
Development Services Staff _____	Date _____

ATTACHMENT A
CONDITIONALS OF APPROVAL
(EFFECTIVE 4-15-14)

Residential Temporary Mobile Home or RV Application #TMA_____

1. The owner(s) shall comply with all other statutes and ordinances relating to zoning, development criteria, health and building codes. Any and all other building permits required must be obtained by the owner and finalized by the County prior to occupancy of the temporary residence.
2. The owner(s) shall sign a removal agreement which provides that at the conclusion, expiration, or the violation of the permit, the mobile home, travel trailer or recreational vehicle, shall be removed from the property or placed in permanent storage pursuant to Section 15.64.060 of the El Dorado County Ordinance Codes. If the temporary mobile home is a travel trailer or recreational vehicle, the agreement requires it shall be permanently disconnected from the water, sewer, gas and electrical services. The agreement also authorizes the County to remove the residence and/or permanently disconnect and record a lien on the property for the cost thereof if the owner fails to comply with the removal agreement.
3. This temporary mobile home or RV permit shall be null and void if any of the following occur:
 - a. The two-year (one year for RV) period of authorization expires;
 - b. The temporary mobile home or RV is removed from the property;
 - c. The temporary mobile home or RV has not been occupied by a qualified family member for a 90-day period or longer;
 - d. The person requiring care due to the age or handicap no longer resides on the premises;
 - e. The property owner no longer resides on the property; or
 - f. The property is sold.
4. The temporary mobile home permit shall be valid for two years. However, the owner(s) may apply for an additional two-year extension. To initiate a renewal, the owner shall submit the Renewal Agreement form to the Building Services Division before _____ along with the current renewal fee. Time limits for an RV shall be subject to the Supplemental Conditions of Approval on Page 2.
5. If a renewal application is not received by the date noted in Number 4 above, the application is considered to be expired. Within 30 days of said expiration, all electric connections, fuel gas supply and sewer drain inlets shall be disconnected and the mobile home or RV shall be removed from the site or placed in dead storage in accordance with Building Services requirements. Should such removal or disconnection not occur, formal action may be taken by the County as noted in number 2 above.
6. If the temporary mobile is a recreational vehicle, the supplemental conditions noted on Page 2 shall also apply.

SUPPLEMENTAL CONDITIONALS OF APPROVAL
TEMPORARY RECREATIONAL VEHICLE (RV) OR TRAVEL TRAILER

1. Use of an RV shall meet all applicable zoning setback requirements.
2. The RV shall be currently licensed with the DMV and proof of same provided with a copy of current motor vehicle registration.
3. The RV shall be maintained in a clean and undamaged condition. Proof of current condition shall be verified by submittal of photograph(s).
4. Outdoor storage shall be screened from public view.
5. Use of an RV shall be limited to one year instead of the normal two permitted by Section 17.52.040. A one-year extension may be permitted if: 1) all of the above conditions have been satisfied; 2) the site is not unsightly; and 3) there have been no substantial complaints from neighbors.
6. Use of an RV shall be connected to an approved sewage disposal system or public sewer, and shall be connected to a well or public water supply, subject to the approval of the Environmental Management Department.
7. The use of an RV shall be subject to review by Building Services to determine if a building and/or an electrical permit may be required.

**RECORDING REQUESTED BY AND
WHEN RECORDED, RETURN TO:**

El Dorado County Bldg Services Division
2850 Fairlane Court
Placerville, CA 95667

SPACE ABOVE RESERVED FOR RECORDERS USE

**NOTICE OF RESTRICTION AND REMOVAL AGREEMENT
Temporary Mobile Application #TMA _____**

NOTICE IS HEREBY given that a development limitation is imposed on the parcel designated as Assessor's Parcel Number _____, owned by _____, as noted in the Official Records of the County of El Dorado. The following restriction shall remain in effect until rescinded by El Dorado County or until the temporary mobile home or R.V. is removed. Owner(s) hereby agree(s) that in consideration of the County of El Dorado granting the owner(s) a temporary mobile home or R.V. permit on the owner(s) property pursuant to Chapter 17.52 of the El Dorado County Ordinance Code, the owner(s) will take the following described action, or permit the County to take the action described:

1. Within 30 days after the expiration of the temporary mobile home or R.V. permit, all connections to water, electrical supply, fuel gas, and sewer drain inlets shall be disconnected and the mobile home, park trailer, recreational vehicle shall be removed from the site, or placed in dead storage with the appropriate permit issued by Building Services.
2. If a violation of the temporary mobile home or R.V. permit occurs, or if the mobile home, park trailer or recreational vehicle is not removed or placed in dead storage, as required herein, the County may remove the mobile home, park trailer or recreational vehicle. Owner(s) agree(s) that all costs (including staff time) incurred by the County for such removal shall constitute a debt owner by owner(s) to County and County may record a lien on the property for the cost thereof and/or seek reimbursement for said cost from the owner(s) through any other available legal remedy. Owner(s) agree(s) that he/she/they shall also be liable to the County for any costs the County incurs if it becomes necessary to seek judicial relief to remove the mobile home, park trailer or recreational vehicle. Cost shall include time spent by County staff related to judicial proceedings.

The permit for the mobile home, park trailer or recreational vehicle shall be null and void if any conditions of approval, provided in Attachment A, are violated. I have received a copy of the Conditionals of Approval from the El Dorado County Building Services Division.

Owner(s) agree(s) to have his/her/their signature(s) to this agreement notarized

Owner Signature

Print Name

Owner Signature

Print Name

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

**STATE OF CALIFORNIA
COUNTY OF EL DORADO**

On _____, before me, _____, Notary Public personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

I certify under **PENALTY OF PERJURY** under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)