



PLANNING AND BUILDING DEPARTMENT

BUILDING DIVISION

<https://www.eldoradocounty.ca.gov/Land-Use/Building-Services>

PLACERVILLE OFFICE:

2850 Fairlane Court, Placerville, CA 95667

BUILDING
(530) 621-5315

bldgdept@edcgov.us

PLANNING
(530) 621-5355

planning@edcgov.us

LAKE TAHOE OFFICE:

924B Emerald Bay Rd, South Lake Tahoe, CA 96150

(530) 621-5315

bldgdept@edcgov.us

Site Assessment Application

Owner's Name: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

AUTHORIZED AGENT

Name: _____

Mailing Address: _____

Email Address: _____

PARCEL INFORMATION

Assessor's Parcel Number (APN) _____

Previous APN (if applicable) _____

Parcel Address: _____

Subdivision: _____

All property corners must be located and staked for this site assessment. Use stakes driven solidly into the ground at the property corners. In cases where there is heavy brush or tree cover, surveyors tape (brightly colored plastic ribbon) shall be tied to the stakes. If this is not done for the site visit a \$100.00 fee will be charged to revisit the property. The address must be posted on the property visible from the road.

I give the abovementioned "Authorized Agent" authority to act on my behalf for this site assessment. I authorize El Dorado County Building Department Staff and Tahoe Regional Planning Agency staff access onto the parcel and to the County Assessor's records.

Owners Signature

Date

TRPA SITE ASSESSMENT CHECKLIST

APPLICATIONS LACKING ANY OF THE FOLLOWING ITEMS WILL NOT BE ACCEPTED. TRPA OR YOUR LOCAL JURISDICTION MAY REQUIRE ADDITIONAL INFORMATION ABOVE AND BEYOND THE CHECKLIST ITEMS TO REVIEW THIS APPLICATION.

Each item and number corresponds to TRPA's *Master Checklist* available at our offices or online at www.trpa.org. Click "Permits & Documents" and look for the *Master Checklist* under "other Documents." Refer to the *Master Checklist* for more information on any item.

PROJECT NAME: _____

CURRENT ASSESSOR'S PARCEL NUMBER (APN): _____

PREVIOUS ASSESSOR'S PARCEL NUMBER (APN):

Applicant TRPA

1. Complete **Application with original signed authorization and checklist.**
2. Application Fee: **Please** refer to the TRPA Filing Fee **Schedule** available at TRPA offices or online.
Full **Partial**
Filing Fee \$ _____ + **Information Technology (IT) surcharge:** \$ _ \$
3. Four **(4) copies of the site plan: Minimum size of 18"x24" on black line or blue print paper.**
The **site plan must** include the following information:
 - a. All property **lines**, easements, and building **setbacks**.
 - b. **Map scale** and north arrow.
 - c. **Assessor's Parcel Number (APN) and property address.**
 - d. Property **owner's** name(s).
 - e. Parcel area in **square** feet.
 - f. Contour **lines at two feet intervals.**
 - g. Backshore **Boundary** if **previously verified**
 - h. High and **low water** lines if **located adjacent** to lake, **river** or creek.
 - i. **Trees greater than six inches 6" diameter at breast height** (dbh) and **any rock** outcroppings.
 - j. Location and dimensions of all **existing** land coverage (**i.e.**, walks, decks, **driveways**, garage, **paths, sheds**, buildings, **etc.**).
 - k. Edge of pavement at street.
 - l. Existing land coverage calculations with overhang reductions (**with** breakdown for type of coverage, i.e, buildings, paving, decks, walks, etc.).
 - m. Distance from front property line to edge of street pavement.

4. Evidence that existing development was legally established. Legible and complete assessor's records provided by the Assessor's Office that identify the construction date of the coverage and/or structure. Include the hand drawn sketch (and digitized sketch if from Douglas County) by the Assessor that indicates the square footage of the structure(s). **Please note, records retrieved from the Internet are not acceptable.** Other evidence can include building records, utility records, tax records, TRPA-approved plans and permits and, in some cases, aerial photography.

Yes No

5. Have you checked with TRPA to determine if any files exist about the subject parcel?