

BUILDING RELOCATION PERMIT APPLICATION PACKET

The City of Ripon



Community Development Department

FILING INSTRUCTIONS: Complete applications must be received by the planning department no later than thirty (30) days prior to the next scheduled planning commission meeting.

PROCESSING PROCEDURE: Building Relocation applications are reviewed by the Planning Department and a pre-building inspection is required prior to the relocation of any structure. If, after the inspection of the building, it is determined to be structurally sound for relocation, an approved site review may be required prior to approval of the relocation.

APPLICATION SUBMITTAL REQUIREMENTS: Unless otherwise determined by the planning department, an application for a building relocation must include the following:

- “ Application and preliminary environmental assessment fees
- “ Vicinity Map (8 ½ x 11)
- “ Sufficient information in writing, drawings, or pictures to show the detail of the requested action.
- “ An 8 ½” x 11” drawing containing the following; or, if applicable, a site plan application including twenty (20) copies at 18” x 24” folded to approximately 8 1/.2” x 11” and one (1) 8 ½” x 11” reduction containing the following information (a site review application is required for any use other than single-family residential):
 - A workable scale, noted on plan
 - Dimensions: parcel, project area, buildings and all other features including but not limited to parking and landscaping
 - Property lines
 - North area, north to top of page

APPEAL PROCEDURE: Any applicant or person claiming to be directly and adversely affected by any action of the Planning Commission may, within fifteen (15) days after said action, file a written appeal along with the appropriate fee, with the City Clerk for transmittal to the City Council. Said appeal shall stay the issuance of any permits in connection with the action, pending the decision of the City Council. Upon the receipt of an appeal, the City Council shall, after receiving a report from the Planning Commission, and after at least one (1) Public Hearing, render a decision sustaining, amending, or overruling the Planning Commission action.

Building Relocation Permit Application

City of Ripon

259 North Wilma Ave.,
Ripon, CA 95366
FAX 209-599-2685
Phone 209-599-2108

For Official Use Only

BR# _____ Fee _____

PEA# _____ Fee _____

Completed App. () Yes () No

PROPERTY OWNER:

Name: _____ Phone No. _____
(Print)

Address: _____
(Street) (City) (State) (Zip)

APPLICANT: () Same as Above

Name: _____ Phone No. _____
(Print)

Address: _____
(Street) (City) (State) (Zip)

PROJECT SITE INFORMATION:

Current Address of Structure: _____

Current use: _____

Proposed Relocation Address: _____

Assessor Parcel Number (APN): _____ Zone of Relocation : _____

Present Zone: _____ Actual Use: _____

Proposed Use: _____

Special Circumstances: () YES () NO If yes, describe: _____

N

I hereby certify, under penalty of perjury, that the information provided herein is true and correct.

Signature of Applicant

Date