TEHAMA COUNTY PLANNING DEPARTMENT

444 Oak Street, Room "I", Courthouse Annex Second Floor
Red Bluff, California 96080
Telephone (530) 527-2200 Fax (530) 527-2655 Email: planning@co.tehama.ca.us



TIER 2 CERTIFICATE OF COMPLIANCE

INSTRUCTIONS FOR FILING A CERTIFICATE OF COMPLIANCE

Instructions:

Please complete the attached application and return it to the Tehama County Planning Department along with:

- 1. Planning Department Master Application
- 2. Two (2) copies of Assessor's Parcel Map
- 3. Two (2) copies of the legal descriptions of each parcel in question.
- 4. Two (2) copies of deed filed at the Clerk and Recorder in which Certificate of Compliance is requested.
- 5. Brief description of request i.e. (number of parcels).
- 6. **Plot Plan.** A legible plot plan showing the dimensions of existing parcel boundaries (as supported by submitted documentation), building(s) envelopes and setbacks. The plan should be drawn to scale, dated and titled on an 8 1/2" x 11" size paper.
- 7. Information necessary to substantiate a finding that the lot(s) conform(s) to the Subdivision Map Act and local ordinances pursuant thereto. Such information may include: chain of title; evidence of prior subdivision or parcel map approval; an official map prepared pursuant to Section 66499.52(b) of the Subdivision Map Act; recorded deeds or other evidence relevant to the division of the property in question.
- 8. **Environmental.** A Certificate of Compliance is typically a "ministerial action" under the California Environmental Quality Act (CEQA) and does not require that additional environmental information be submitted with this application.
- 9. Fees. An application (see fee schedule). Checks payable to the Tehama County Planning Department.

**Additional Information may be required in order to complete the Certificate of Compliance process. A Conditional Certificate of Compliance may be issued to require alterations and/or public improvements necessary to bring the parcel(s) into conformity with the State Subdivision Map Act and County ordinances prior to the issuance of any future construction permits.



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CERTIFICATE OF COMPLIANCE APPLICATION

TO BE COMPLETED BY PLANNING STAFF	
FILE NUMBER COC #	RECEIPT NUMBER:
	DATE:
GENERAL PLAN:	AMOUNT:
	RECEIVED BY:
ZONING:	
TO BE COMPLETED BY APPLICANT (PLEASE PRINT OR TYPE)	
EXISTING LAND USE: ACREAGE	E: ASSESSOR'S PARCEL NUMBER(S)
NAME OF PROPERTY OWNER:	TELEPHONE NUMBER:
)ADDRESS: CITY:	STATE: ZIP CODE:
SIGNATURE (NOTARIZED ACKNOWLEDGEMENTATTACHED) DATE: IF THERE ARE ADDITIONAL PROPERTY OWNERS, PLEASE ATTACH A SEPARATE SHEET TO PROVIDE THE ABOVE INFORMATION	
CONTACT PERSON(S)	
The following person has been designated the representative/contact person for the purpose of the processing and coordinating this application. Please call the Planning Department at (530) 527-2200 if you have any questions.	
NAME: ADDRESS	CITY STATE ZIP
NAME OF FIRM, IF APPLICABLE	TELEPHONE NUMBER FAX NUMBER
EMAIL ADDRESS	