



**COMMUNITY DEVELOPMENT RESOURCE AGENCY**  
**Planning Services Division**

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## CERTIFICATE OF COMPLIANCE

The Placer County Planning Services Division accepts applications online and over the counter. To use the County's convenient automated online application system, visit the County's [Online Permit Services](#) page to get started. Alternatively, you may submit a [Universal Application](#) with the required supplemental application materials in person at the Community Development Resource Agency (CDRA) front counter. An appointment to submit your application may be made using the County's automated appointment scheduling system [here](#). Applications are also accepted without an appointment on a walk-in basis.

All supplemental application materials are required to be submitted electrically in accordance with the County's Electronic Document Submittal Requirements detailed in the [Electronic Application Filing Instructions](#), which specifies file naming conventions, formatting requirements, and file types that are accepted. For applications submitted at the CDRA front counter, all supplemental applications materials shall be delivered on a portable storage device, such as a flash drive or CD.

The following is a checklist of application materials required to submit a Certificate of Compliance application online or at the CDRA front counter.

- Completed Universal Application: Select the [Certificate of Compliance](#) entitlement under section 1 of the application form.
- Project description: (see [Project Description Requirements](#))
- Project plan set: (see [Plan Set Requirements](#))
- Deeds:
  - Deeds which first created this parcel or which transferred this parcel at a time when such a transfer and parcel configuration complied with State and local law.
  - Deeds which change the property's description between the time the parcel was created and the present.
  - Current owner's deed.
- Application fees are required to be paid in full at the time of application submittal. The most current version of the Planning Services Division Fee Schedule is available [here](#).

### IMPORTANT INFORMATION REGARDING CERTIFICATES OF COMPLIANCE

Any person owning real property or a person buying real property in connection with a contract of sale may request a determination from the County that the property complies with State law and local ordinance (Section 66499.35(a) of the Subdivision Map Act and Section 16.20.110 of the County Code).

This provision of the Map Act and County Code is most often used when a prospective buyer wants assurance that the parcel they wish to buy was created legally. It may also be used to validate parcels created as non-valid building sites through the Minor Land Division process.

It should be noted that Certificates of Compliance, except in rare instances, do not address a parcel's "buildability." Whether or not a parcel can be built upon is a function of the ordinances in effect at the time of Building Permit application, which govern such activities.