



## PLACER COUNTY CDRA PLANNING SERVICES DIVISION

AUBURN OFFICE  
3091 County Center Dr, Auburn, CA 95603  
530-745-3000 / FAX 530-745-7589  
Website: [www.placer.ca.gov](http://www.placer.ca.gov)



### PCCP PARTICIPATION INSTRUCTIONS (Plan Area A - Foothill only)

On September 1, 2020, the Placer County Board of Supervisors adopted the Placer County Conservation Program (PCCP) adding Chapter 19, Article 19.10 to the Placer County Code (effective November 2, 2020). Grading and Building Permits in Placer County are subject to Article 19, Placer County Conservation Program requirements. These ordinances can be found at [placer.ca.gov/government/codesordinances](http://placer.ca.gov/government/codesordinances). More information about the PCCP can be found at [www.placer.ca.gov/PCCP](http://www.placer.ca.gov/PCCP).

**To obtain Land Conversion Authorization for a Grading Permit or Single-Family Residential Building Permit in the PCCP's Foothill Plan Area, where no aquatic resources or special habitat (including Stream System) are present, please follow these steps:**

1. Complete a PCCP Authorization Application - Foothills (attached)
2. Provide a Site Plan according to instructions on Application.
3. Provide documentation of natural community types on site or affected by proposed grading/building based on the most recent natural community information provided by Placer County, the Placer Conservation Authority (PCA), and other applicable biological surveys. Affects to natural community types shall be quantified for the disturbance footprint and must be classified per the PCCP. If aquatic resources of Placer County or specific habitat/occurrences of Covered Species or Stream System boundaries are identified on/adjacent to the parcel by County Staff, and these resources are likely to be affected, a full [PCCP/CARP Authorization Application Form](#) will be required. If more than 0.01 acres of aquatic resources of Placer County are proposed to be affected, a delineation of aquatic resources consistent with [County Aquatic Resources Program](#) Section 5.2.3.2 is required. If County/PCA staff identify potential specific habitat or occurrences of Covered Species within or adjacent to the site, a qualified biologist will need to conduct a biological resource assessment and potentially species-specific surveys as part of a full PCCP/CARP Authorization Application.

In order to obtain a grading or building permit, whichever applies to a project first, payment of applicable PCCP fees shall be required in accordance with Section 19.10.090 and in accordance with the adopted Land Conversion Fee Schedule (current version found at [www.placer.ca.gov/PCCP](http://www.placer.ca.gov/PCCP)).

The PCCP Participation Package can be uploaded along with the grading or building permit requirements to the Citizens Access site <https://permits.placer.ca.gov/CitizenAccess/Default.aspx> (or to the Front Counter at the Community Development Resource Agency, Auburn location as identified above). After the application is deemed complete, you will receive an email with instructions pertaining to any payment of PCCP mitigation fees.

#### NOTES:

1. Any administrative decisions or requirements in regard to a Land Conservation Authorization may be appealed, within 10 calendar days, to the Placer County Planning Commission, 3091 County Center Drive, Auburn, CA 95603.
2. If you have questions regarding PCCP Participation Package application process, please call the Auburn office Planning Services Division at (530) 745-3008, or Jennifer Byous, Planning Supervisor at (530) 745-3110



**COMMUNITY DEVELOPMENT  
RESOURCE AGENCY  
Planning Services Division**



**PLACER COUNTY CONSERVATION PROGRAM  
PCCP AUTHORIZATION APPLICATION - FOOTHILLS**

Note: To be used only for Single Family Dwelling or Grading Permits in the Foothill Plan area where there are no aquatic resources or specific species habitats on site (including ponds, wetlands and streams, and elderberry shrubs).

**GENERAL APPLICATION INFORMATION**

1. Project name	
2. Submittal date	
3. Application file number <i>(assigned by jurisdiction)</i>	

**CONTACT INFORMATION**

**Property Owner(s)**

4. Property owner name(s)	
5. Mailing address <i>(street)</i> <i>(city, state, zip code)</i>	
6. Phone	7. Mobile
8. Email	

**Project Agent/Applicant**

9. Company/Organization	
10. Representative's name	
11. Mailing address <i>(street)</i> <i>(city, state, zip code)</i>	
12. Phone	13. Mobile
14. Email	

**PROJECT DESCRIPTION AND SITE MAP**

1. Project's street address <i>(city, state, zip code)</i>	
2. Assessor's parcel number(s)	
3a. Total acreage of parcel	
3b. Total acreage of proposed project	

**COMMUNITY DEVELOPMENT  
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4. What land conversion authorization(s) are you seeking for your project?	<input type="checkbox"/> Single Family Dwelling Permit <input type="checkbox"/> Grading Permit
5. PCCP Coverage Area	<input type="checkbox"/> Foothills Potential Future Growth (PFG) <input type="checkbox"/> Foothills Reserve Acquisition Area (RAA)
6. Provide a brief project description:	
7. Provide a site plan showing: <ul style="list-style-type: none"> <li>• Base Land Cover: find your property's Land Cover <a href="#">here</a>, or visit <a href="https://maps.placer.ca.gov/Html5viewer/index.html?viewer=PCCP.PCCP">https://maps.placer.ca.gov/Html5viewer/index.html?viewer=PCCP.PCCP</a> and enter your address or Assessor's Parcel Number</li> <li>• Existing disturbed area (e.g. paved or gravel driveways, existing structures, patios, covered areas, etc.)</li> <li>• Proposed new development (e.g. new paved or gravel driveways, new structures, patios, covered areas, etc.)</li> <li>• Include a table showing square footage of existing and proposed square footage.</li> </ul>	

<b>BIOLOGICAL RESOURCES</b>	<b>Yes</b>	<b>No</b>
1. Are there any elderberry shrubs onsite?		
2. Has there ever been an occurrence of a Covered Species onsite?		
3. Are there any drainage swales or potential wetlands onsite?		



# COMMUNITY DEVELOPMENT RESOURCE AGENCY Planning Services Division



**NATURAL COMMUNITY AND LAND COVER CONVERSION\* (FOR STAFF USE ONLY)**

*Planner required to perform a due-diligence search of CNDDDB, verify land cover designation, check for Stream System, and fill out a Master Conditions on Covered Activities Checklist.*

Oak Woodland		Direct Impact Acreage or Sq ft.
	Blue Oak Woodland	
	Foothill Chaparral	
	Interior Live Oak Woodland	
	Mixed Oak Woodland	
	Oak Savanna	
	Oak-Foothill Pine Woodland	
	Rock Outcrops	
Valley Oak Woodland	Valley Oak Woodland	
Grassland		
	Annual Grassland	
	Pasture	
Agriculture		
	Cropland	
	Orchard	
	Vineyard	
Urban Communities		
	Rural Residential	
	Rural Residential Forested	
	Urban/Suburban (includes roads)	

\*If the parcel contains any of the following community types, a Full PCCP/CARP Application may be required: Vernal Pool Complex, Aquatic/wetland Complex, Riverine/Riparian Complex

**SIGNATURES**

Property owner contact information	Name			
	Phone		Email	
Property owner signature			Date	
Agent/consultant name and contact information	Name			
	Phone		Email	
Agent/consultant signature			Date	



**COMMUNITY DEVELOPMENT  
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**FORM SUBMITTAL INSTRUCTIONS**

This application can be submitted to the Front Counter at the Community Development Resource Agency in Auburn (address below) or uploaded to the Citizens Access site at:

<https://permits.placer.ca.gov/CitizenAccess/Default.aspx>.

After the application is deemed complete, you will receive an email with instructions pertaining to any payment of PCCP development fees.

The Placer Conservation Authority or the Local Jurisdiction may request more information to clarify or complete the application package.

**Note: If multiple development permits are required for your project, both an approved application for PCCP coverage and payment of fees are required before the first development permit will be granted.**

**LOCAL PLANNING/BUILDING OFFICE CONTACT INFORMATION**

**Placer County Planning Services Division**  
3091 County Center Drive Auburn, CA 95603  
Phone: (530) 745-3000

<b>FOR STAFF USE ONLY</b>		
Project Planner		
Phone Number		
Email		
PCCP Application	<input type="checkbox"/> Complete <input type="checkbox"/> Not Complete	Date