

# City of Placerville Planning Division

# **Hardship Manufactured Home Process**

This document provides a brief discussion of the Hardship Manufactured Home Conditional Use Permit application process within the City of Placerville. Individuals needing additional information or clarification should contact the Planning Division at (530) 642-5252.

A conditional use permit may be granted to the owner of an existing principal dwelling to permit one mobile home unit as an additional dwelling unit for the use by a member of his/her family provided the following findings are made by the Planning Commission:

- 1. A hardship connected with a health condition as verified by a physician licensed to practice medicine and surgery in this State would be substantially reduced by the use of the mobile home.
- 2. The use will not detrimentally affect the use of neighboring properties.
- 3. The property is zoned as single-family residential.
- 4. The placement of the mobile home on the property complies with minimum yard requirements of the applicable zone.
- 5. At least one parking space is provided for the mobile home.
- 6. The parcel has a minimum area of ten thousand (10,000) square feet.
- 7. The mobile unit has a minimum area of three hundred (300) square feet and maximum area of one thousand (1,000) square feet.
- 8. All utility connections to be installed as required by City Code.
- 9. The mobile home is currently licensed as required by the Vehicle Code of the State of California, has a valid State insignia and remains in a mobile condition.

In all cases, the permit for mobile home use shall be re-inspected annually and must be terminated if the finding of hardship, for which approval was given, no longer exists.

### Step 1: Application

Application for a Hardship Manufactured Home Conditional Use Permit is submitted to the Planning Division in writing, using application form obtained from the Planning Division and accompanied by a fee set by resolution of the City Council.

The following items are required with a submittal:

- 1. Completed "Planning Application Form" and "Conditional Use Permit Application" forms.
- 2. Ten (10) copies of a plot plan showing the location and dimensions of all existing site improvements, including all structures, driveways, utilities, etc., and the location and dimension of the proposed hardship Manufactured Home, proposed parking and utility connections.
- 3. Health condition verification letter on physician letterhead from a physician licensed to practice medicine in California.
- 4. Exterior elevations of the Manufactured Home.
- 5. Application fee.

#### Step 2: Application Review

The City's Planning and Engineering Divisions review the application for completeness.

If all application requirements have not been satisfied, the applicant will be notified by the Planning Division within thirty (30) days from when the application was submitted.

#### **Step 3: Planning Commission Hearing**

A staff report for the Planning Commission is prepared. It includes comments from other City departments and government agencies. The report may also include recommendations of conditions of approval.

Within five (5) days after the Planning Commission action, the Planning Division will notify the applicant of the Commission action. Notification will include any conditions of approval.

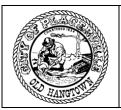
A copy of the report will be provided to the planning commission at least five (5) working days prior to any hearing or action on the request. A public hearing is held by the planning commission to review the conditional use permit. The planning commission may disapprove, approve or approve the request with conditions.

## **Appeal**

If the applicant, or any person, is dissatisfied with the action of the Planning Commission they may appeal to the City Council. To appeal the applicant must:

- Complete an appeal application form.
- Pay the appeal application fee to the City Clerk within 10 days of Planning Commission action.

The City Council will set a date for a public hearing. The City Council may affirm or reverse the decision of the Planning Commission. They may also substitute its decision for that of the Commission, based on the record of appeal and the evidence received at the hearing on appeal.



# CITY OF PLACERVILLE PLANNING APPLICATION

Date:	
Zoning:	GP:
File No:	
Filing Fee (PZ):	
Filing Fee (EN):_	
Receipt No:	

☐ General Plan Consistency ☐ Historic District Review	Report □Final Subdivision Map □General Plan Amendment □ □Landscape Plan Review □Map Amendment □Merger nary Plan Review □Sign Package Review/ Amendment □ □ Temporary Use Permit □ Tentative Parcel Map	
DESCRIPTION:		
**************************************	LINE FOR OFFICE USE ONLY  *****************  ge System. In some cases, project review will require the services of oot perform. In these cases, the applicant shall pay the direct cost of stration.	
PROJECT APPLICANT	APPLICANT'S REPRESENTATIVE (if different)	
NAME:		
MAILING ADDRESS:		
PHONE:		
EMAIL:		
PROPERTY OWNER(S) NAME:	_ PHONE:	
EMAIL:		
SURVEYOR, ENGINEER, ARCHITECT, OR OWN NAME: MAILING ADDRESS: EMAIL:	PHONE:	
DESCRIPTION OF PROPERTY (Attach legal deed de		
STREET ADDRESS:		
ASSESSOR'S PARCEL NO.(S):		
Above described property was acquired by owner on	Month Day Year	

CITY OF PLACERVILLE

DEVELOPMENT SERVICES DEPARTMENT – PLANNING DIVISION

3101 CENTER STREET, PLACERVILLE, CA 95667, (530) 642-5252

	ons or Restrictions (CC&Rs), concerning use are elopment requirements that were placed on the said restrictions expire.	
required findings of fact, are in all resp	nd information contained in this application, inects true and correct. I understand that all proper in the event that the lines and monuments are nonsibility.	ty lines must be shown on the drawings
	ment Code §65105, planning agency personnel my project. These entries, examinations, and sur to the possession thereof.	
sufficient factual evidence at the hear request; that the findings of fact furni	est is subsequently contested, the burden will being to support this request; that the evidence as shed by me are adequate, and further that all st regard may result in the request being set aside t my expense.	dequately justifies the granting of the ructures or improvements are properly
liability for damage or claims for dama from the direct or indirect operations of other person acting on his behalf which officers, agents, employees and represent the PROPERTY OWNER'S activities in claims for damages suffered or alleg	shall hold the CITY, its officers, agents, employ ge for personal injury, including death, and claim f the PROPERTY OWNER or those of his contra relate to this project. PROPERTY OWNER agreentatives from actions for damages caused or all n connection with the project. This hold harmles ed to have been suffered by reason of the op- prepared, supplies or approved plans or specificate	as for property damage which may arise actor, subcontractor, agent, employee or ees to and shall defend the CITY and its eged to have been caused by reason of a greement applies to all damages and erations referred to in this paragraph
PROPERTY OWNER further agrees to challenging the validity of PROPERTY	o indemnify, hold harmless, pay all costs and pro Y OWNER'S project.	ovide a defense for CITY in any action
Applicant's Signature	Printed Name of Applicant(s)	Date
As owner of the property involved in the me as a property owner.	nis request, I have read and understood the compl	lete application and its consequences to
Signature of Property Owner	Printed Name of Property Owner	Date
Signature of Property Owner	Printed Name of Property Owner	Date
to the issuance of a Certificate of Occoonditions imposed by the Planning Co	rville Municipal Code prohibits the occupancy of supancy by the Building Division AND the commission or City Council UNLESS a satisfactor pletion. VIOLATIONS may result in prosecution	pletion of all zoning requirements and y performance bond or other acceptable
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sent to the Applicant and Owner. Notice documents will be sent to the mailing	Report will be prepared for applications requiring ces and Staff Reports will be sent via email if adaddresses provided on this form. Please list below any alternate instructions for sending these mate	ldresses have been provided; if not, the wany alternate or additional recipients