



Butte County Department of Development Services

PERMIT CENTER

7 County Center Drive, Oroville, CA 95965

Main Phone 530.552.3700 Fax 530.538.7785

FORM NO

PLG-20

TEMPORARY TRUCK AND EQUIPMENT STAGING AND LAYDOWN YARD

Camp Fire Temporary Administrative Permit Submittal Requirements:

- Butte County Environmental Health Pre-Application Clearance** ([Pre-Application Form](#)). A pre-application review by the Environmental Health Division of the Department of Public Health is required for a temporary truck and equipment staging and laydown yard. Application fees for the Pre-Application Clearance are \$222.00 (payable to "Butte County"). Please contact Environmental Health at (530) 552-3880 with any questions about the Pre-Application Clearance process.
- Project Information Form** ([Form DPL-01](#)).
- Agent Authorization** ([Form DPL-02](#)). Written consent of the property owner is required in order to accept an application.
- CalOES Operations Director Authorization.** Only sites that are expressly authorized by the CalOES Operations Director, or his or her designee, may be permitted as temporary truck and equipment staging and laydown yards.
- Operations Plan.** Provide a detailed description of the proposed use of the site including objectives of the site, plans for mobilization and demobilization of equipment and personnel; estimated numbers of vehicles and equipment; ancillary uses including repair, fueling, material storage and employee parking, etc.; proposed hours of operations; the use of mobile commercial office units, etc.
- Site Plan.** A detailed site plan meeting general architectural or engineering standards, legible and drawn to scale shall be provided with the application. Partial site plans for a portion of a property may be submitted as long as a vicinity map for the entire property showing frontage streets, other uses and a cross reference of the area of the partial site plan is provided. All site plans shall show and label contours at maximum vertical intervals of five feet; areas of proposed grading and fill; the width of access roads to and around parking and laydown areas and buildings; and turnaround areas for fire and emergency services.
- Air Quality and Dust Control Plan.** A description of best management practices that will be utilized at the site to reduce impact to air quality, including air emissions from:

- Diesel particulate matter from construction equipment and commercial on-road vehicles greater than 10,000 pounds;
 - Mobile and stationary toxic air contaminants; and
 - Fugitive dust and ash.
- **General Construction Permit-Notice of Intent.** Any land disturbance over one-acre in size requires a Storm Water Pollution Prevention Plan (SWPPP) by a certified Qualified SWPPP Developer and the submittal of a Notice of Intent to obtain coverage under the General Permit for Discharges of Storm Water Associated with Construction Activity (Construction General Permit Order 2009-0009-DWQ as amended).
 - **Reclamation Plan.** A detailed plan identifying procedures and costs, using current equipment and prevailing wage rates, to restore the site to a condition suitable for the designated zoning and original use of the property. At minimum, the reclamation plan shall include; clearance of the site of all vehicles, equipment and materials utilized as part of the temporary truck and equipment staging and laydown yard; and stabilization of the site, implementation of erosion control measures, and successful revegetation to the satisfaction of the Director of Development Services.
 - **Performance Guarantee.** A performance guarantee, in the amount of \$1,000.00 per acre of land disturbed, is required in order to guarantee the proper completion of any approved work and to ensure that site reclamation is completed to the satisfaction of the Director. Performance guarantees must be in the form of cash, a certified or cashier's check, an irrevocable letter of credit, or a performance bond executed by the applicant and a corporate surety authorized to do business in California and approved by the County. Sites must be restored or reclaimed to the satisfaction of the Director of Development Services prior to release of the performance guarantee
 - **Application Filing Fee.** An initial retainer fee of \$937.20 must be provided at the time of application submittal. The retainer fee is intended to recover the costs of staff time for processing the application and can vary widely depending on the complexity of the proposal and the quality of the submitted application materials. If the initial retainer amount becomes depleted, the applicant must replenish the retainer to allow staff to continue processing the application. Please make checks payable to: "Butte County"

For more information about the urgency ordinance or application process, please contact call the Planning Division at (530) 552-3701 or dsplanning@buttecounty.net.