

QUALIFIED EXEMPT ACTIVITY DECLARATION

OWNER(S) OF RECORD:

Name(s): _____ Phone: () _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

PERSON AUTHORIZED TO REPRESENT THE ACTIVITY:

Name(s): _____ Phone: () _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

LOCATION OF ACTIVITY:

Assessor's Parcel Number (APN): _____ County: _____

Street Address: _____

DETAILED DESCRIPTION OF ACTIVITY (Be Clear, Detailed, and Specific):

PRIOR APPROVALS (List any prior CTRPA/TRPA approvals/permits received for the subject property):

Permit: _____ Approval Date: _____ Expiration Date: _____

Permit: _____ Approval Date: _____ Expiration Date: _____

LOCAL JURISDICTION REQUIREMENTS: Please be advised that your activity may require approval from local agencies (i.e., Building Department) – *make sure to obtain appropriate local approvals prior to beginning work.*

If your activity involves construction in the shorezone, the following agencies should be contacted:

<u>In California:</u>	California State Lands Commission	<u>In Nevada:</u>	Nevada Division of State Lands
	California Fish and Game		U.S. Army Corps of Engineers
	U.S. Army Corps of Engineers		

AUTHORIZATION FOR REPRESENTATION:

The following person(s) own the subject property (APN _____) or have a sufficient interest therein to make application to TRPA:

Print Owner(s) Name(s):

I/We authorize _____ to act as my/our representative in connection with this application to TRPA for the subject property and agree to be bound by said representative. I understand that additional information may be required by TRPA, beyond that submitted by my representative, to review this activity. Any cancellation of this authorization shall not be effective until receipt of written notification of same by TRPA. I also understand that should any information or representation submitted in connection with this application be incorrect or untrue, TRPA may rescind any approval or take other appropriate action. I further accept that if this activity is approved, I, as the permittee, will be held responsible for any and all permit conditions.

Owner(s) signature(s): (Original signature required.)

Date _____

Date _____

I hereby declare under penalty of perjury that this application and all information submitted as part of this application is true and accurate, to the best of my knowledge. I have been authorized in writing by the owner(s) of the subject property to represent this application, and understand that should any information or representation submitted in connection with this application be incorrect or untrue, TRPA may rescind any approval or take other appropriate action. I further understand that additional information may be required by TRPA to review this activity.

Signature: (Original signature required.)

_____ at _____ County on _____ Date
Person preparing application

FOR OFFICE USE ONLY

APN: _____ County: _____
Applicant: _____ Date Received: _____
QE Code: _____ Received By: _____
Excess Coverage Mitigation Fee: _____ BMP Retrofit: _____
Excess Coverage Mitigated: _____

- QE1: Residential
- QE2: Commercial
- QE3: Public Service
- QE4: Tourist Accommodation
- QE5: Recreation
- QE6: Resource Management
- QE7: Shorezone

QUALIFIED EXEMPT CHECKLISTS

DECLARATIONS LACKING ANY OF THE CHECKLIST ITEMS
WILL NOT BE ACCEPTED

DEMOLITION

- Demolition of Buildings Greater than 50 Years Old

- | | | |
|-----------|-------|--|
| _____ | _____ | 1. Completed qualified exempt declaration with <u>original property owner(s)</u> signature(s). |
| Applicant | TRPA | |
| _____ | _____ | 2. Photographs showing all sides of the structure. |
| _____ | _____ | 3. Date when demolition will commence: _____ |
| _____ | _____ | 4. Structure checked against TRPA Historic Resource Map. |
| _____ | _____ | 5. Estimate of associated grading, excavation or filling in cubic yards. |
| _____ | _____ | 6. Written history of the building (date constructed, etc.). |

- Demolition of Structures in the Shorezone: See Shorezone Activities.

FENCES

- Fence Repair in the Shorezone: See Shorezone Activities.

GRADING/EXCAVATION

- Grading/Excavation Less than 7 Cubic Yards

- | | | |
|-------|-------|--|
| _____ | _____ | 1. Completed qualified exempt declaration with <u>original property owner(s)</u> signature(s). |
| _____ | _____ | 2. Site drawing showing area to be graded/excavated including dimensions and quantity of material. |
| _____ | _____ | 3. Erosion control fence downslope of disturbed area(s) (include on site drawing). |
| _____ | _____ | 4. Description of planting material used for revegetation (include on site drawing). |
| _____ | _____ | 5. Origin/disposal location of cut/fill material. |
| _____ | _____ | 6. Photograph(s) of area(s) to be graded/excavated. |
| _____ | _____ | 7. Date grading is to occur: _____ |
| _____ | _____ | 8. TRPA Land Capability Verification or IPES score. |

REPAIRS AND REMODELING

• Exterior Structural Repair

- | | | |
|-----------|-------|--|
| _____ | _____ | 1. Completed qualified exempt declaration with <u>original property owner(s)</u> signature(s). |
| Applicant | TRPA | |
| _____ | _____ | 2. Complete checklist items for Grading/Excavation (if applicable). |
| _____ | _____ | 3. Existing use: _____ |
| _____ | _____ | 4. Proposed use: _____ |
| _____ | _____ | 5. Itemized structural cost list prepared by a qualified professional. |

• Structural Modifications required to comply with local building department and/or UBC standards

- | | | |
|-------|-------|--|
| _____ | _____ | 1. Completed qualified exempt declaration with <u>original property owner(s)</u> signature(s). |
| _____ | _____ | 2. Complete checklist items for Grading/Excavation (if applicable). |
| _____ | _____ | 3. Existing use: _____ |
| _____ | _____ | 4. Proposed use: _____ |
| _____ | _____ | 5. Documentation from local building department requiring modification. |
| _____ | _____ | 6. If the activity involves a change in height, TRPA requires the submittal of accurately scaled elevation drawings showing existing and proposed height (see TRPA Development Standards, pg. 11). |

• Structural Remodels or Additions to Existing Buildings

- | | | |
|-------|-------|---|
| _____ | _____ | 1. Completed qualified exempt declaration with <u>original property owner(s)</u> signature(s). |
| _____ | _____ | 2. Proof of TRPA Land Capability Verification or IPES score (or assume worst case, 1% allowable land coverage). |
| _____ | _____ | 4. Complete checklist items for Grading/Excavation (if applicable). |
| _____ | _____ | 5. Existing use: _____ |
| _____ | _____ | 6. Proposed use: _____ |

Checklist continued on next page.

7. **Site Plan:** Minimum 18" x 24" on blackline or blue-line print paper showing the following:

- ___ ___ a. All property lines and recorded easements
- ___ ___ b. Map scale and north arrow
- ___ ___ c. Assessor's Parcel Number (APN) and property address
- ___ ___ d. Property owner's name
- ___ ___ e. Parcel size in square feet
- ___ ___ f. Topographic contour lines at 2' intervals
- ___ ___ g. TRPA verified land capability districts (if available)
- ___ ___ h. TRPA verified backshore and Stream Environment Zone (SEZ) boundaries, including setbacks (if available)
- ___ ___ i. High and low water lines (for lakefront parcels)
- ___ ___ j. Trees greater than 6" in diameter, trees to be removed indicated
- ___ ___ k. Rock outcroppings
- ___ ___ l. Location and dimensions of existing and proposed structures
- ___ ___ m. Overhang coverage reduction(s) (see TRPA Development Standards, pg. 11)
- ___ ___ n. Driveway location and slope
- ___ ___ o. Edge of pavement at street(s)
- ___ ___ p. Best Management Practices (BMPs), both temporary and permanent
- ___ ___ q. Allowable land coverage by land capability district (if available)
- ___ ___ r. Existing and proposed land coverage calculations by land capability district (with breakdown of type of coverage, i.e. buildings, paving, etc.)
- ___ ___ s. Slope calculation across the building site

Checklist continued on next page.

- _____ 8. Preliminary Building Elevations (existing and proposed) of all sides of the building(s) showing:
- _____ a. Natural grade
 - _____ b. Finished floor elevations (with respect to contour elevations shown on the site plan)
 - _____ c. Lowest elevation of foundation wall at natural grade
 - _____ d. Roof pitch of each roof plane
 - _____ e. Allowed and proposed height calculations
 - _____ f. Drawing scale and view aspect (i.e., north elevation, south elevation, etc.)

- _____ 9. Preliminary Floor Plans (existing and proposed) showing:
- _____ a. Dimensions to scale
 - _____ b. TRPA-approved woodstove or fireplace (if applicable)
 - _____ c. All exterior entrances and exits
 - _____ d. Existing and proposed sinks, refrigerators, and cooking facilities

_____ 10. Photograph(s) clearly showing the area where the addition will be placed.

_____ 11. Photograph(s) showing existing paved access and parking.

_____ 12. BMP retrofit plan schedule (see TRPA Development Standards, pg. 11).

PERMANENT BMP INSTALLATION	COMPLETION DATE
Revegetation of Barren Areas	_____
Dripline Infiltration Trenches	_____
Driveway Infiltration:	_____
Swale/Slotted Drain	_____
Drywell	_____
Infiltration Trenches	_____
Parking Barriers	_____
Slope Stabilization Measures	_____
Other (please specify)	_____

_____ 13. BMP hydrological calculations with details on plans, current TRPA approval of BMPs may be accepted.

_____ 14. Construction cost estimate by licensed contractor, architect, or engineer.

SHOREZONE ACTIVITIES

- Demolition of Structures in the Shorezone

- ____ Applicant _____ TRPA
1. Completed qualified exempt declaration with original property owner(s) signature(s).
 2. Photographs showing all sides of structure.
 3. Date when demolition will commence: _____
 4. Structure checked against TRPA Historic Resource Map.
 5. Estimate of associated grading, excavation or filling in cubic yards.

- Fence Repair in the Shorezone

- ____
1. Completed qualified exempt declaration with original property owner(s) signature(s).
 2. Photograph(s) of existing fence.
 3. Proposed color and materials of fence after repair

- Minor Structural Repair in the Shorezone

- ____
1. Completed qualified exempt declaration with original property owner(s) signature(s).
 2. A statement from a qualified professional attesting to the cost of the proposed repair work.
 3. Photographs depicting the existing condition of the structure.
 4. Proposed colors and materials of repaired structure.
 5. Site plan showing existing structure and area of proposed repair work.

- Replacement and Repair of Buoy Anchor

- ____
1. Completed qualified exempt declaration with original property owner(s) signature(s).
 2. Evidence of a TRPA permit allowing the placement of the buoy in its present location.

TREE REMOVAL

- Dead Tree Removal on Parcels Greater than 5 Acres

- ____
1. Completed qualified exempt declaration with original property owner(s) signature(s).
 2. Copy of permit from appropriate state forestry agency for the removal of dead tree(s).
 3. Method of tree removal.

- Live Tree Removal

- ____ Applicant _____ TRPA
1. Completed qualified exempt declaration with **original property owner(s)** signature(s).
 2. Copy of permit from appropriate state forestry agency for the removal of live tree(s).
 3. Method of tree removal.

OTHER ACTIVITIES

- Mobile Home Replacement

- ____ _____
1. Completed qualified exempt declaration with **original property owner(s)** signature(s).
 2. Photograph and dimensions of existing mobile home.
 3. Dimensions of replacement mobile home.

- Changes in Operation

- ____ _____
1. Completed qualified exempt declaration with **original property owner(s)** signature(s).
 2. Existing Use: _____
 3. Proposed Use: _____
 4. Completed Change in Operation form (this form is not included in this packet; please request this form from TRPA).
 5. Air quality mitigation fee payable to TRPA (if applicable).
 6. Site drawing showing location and dimensions of commercial or other space proposed for change in operation.

- Outdoor Retail Sales

- ____ _____
1. Completed qualified exempt declaration with **original property owner(s)** signature(s).
 2. Statement describing use, association with federal/state holiday, and duration of retail sales operation (six weeks maximum).
 3. Photographs showing paved parking and sales area for customers/employees.