



FIRE SAFE DRIVEWAY SITE PLAN APPROVAL CHECKLIST

Encroachment Permit

A State or County Encroachment Permit will be required where (encroachment permit must be obtained before building permit can be issued) new driveways join or meet a public road. Contact the Plumas County Department of Public Works at (530) 283-6268, or visit their web address at <http://www.countyofplumas.com> under Public Works and Permits, for submittal requirements. For encroachment permits on State Highways, contact CALTRANS encroachment permit division at (530) 215-8549.

Plot Plan Criteria:

The following checklist is to be used as an aide to draft your site plan.

The plot plan shall include the following information along with those items further detailed and listed below:

- ☐ 1. Single Sheet, no greater than 24" x 36"
 - ☐ 2. North Arrow
 - ☐ 3. Engineers Scale
 - ☐ 4. Vicinity Map (site location relative to major roadways), including legal access.
(PCC 9-4.9 Access)
 - ☐ 5. APN and Applicant Name(s)
 - ☐ 6. Grade of the Driveway PCC 8-14.02(g) and 9-4.604(f)
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Roadway grades shall not exceed thirteen (13%) percent for private roadways (driveways), except with written permission of the Director of Public Works and either the chief of the appropriate structural fire protection agency or, if the roadway is not within the boundaries of such agency, the designated representative of the California Department of Forestry and Fire Protection (CALFIRE). If a driveway will have any grade in excess of thirteen (13%) percent, a registered engineer shall prepare the plans. Roadway grades shall not exceed sixteen (16%) percent.

- ☐ 7. Driveway Width and Clearing Limits PCC 9-4.501
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Class 11 roadways shall meet the following design criteria and be called out or dimensions on plot plan: surface traveled way ten (10') feet (graded); total shoulder width four (4') feet; roadbed ten (10') feet; right-of-way twenty (20) feet, where right-of-way is needed; unobstructed horizontal clearing limit of fourteen (14') feet and unobstructed vertical clearing of fifteen (15') feet. An additional surface width of 4 feet shall be added to the outside of curves with a 50 - 100-foot radius, and 2 feet shall be added to curves of 100 - 200-foot radius. The length of vertical curves shall not be less than 100 feet.

- ☐ 8. Driveway Surfacing and Materials PCC 9-4.501(d) and PCC 9-4.606
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The plot plan shall accurately call-out section type or show section detail depicting material types used for driveway construction. Existing driveway surfacing shall call-out label such as, "Existing (specify type) ." Class 11 roadway (residential driveways) shall be designed to support an imposed load of fire apparatus weighing at least 40,000 pounds and conform to Vehicle Code Sections 35250, 35550 through 35750. New Class 11 roadways shall be designed and maintained to support the imposed load of fire

apparatus weighing at least 40,000 pounds and provide an aggregate base. Project applicant shall provide engineering specifications to support design, if requested by the local authority having jurisdiction. This shall include a design note for any base rock used in the project stating the following: **“All base rock to be compacted to 95% relative compaction.” Of the following structural section options, total section thickness shall be eight (8”) inches or greater;**

- ☐ Existing _____
- ☐ Six (6”) inches of three (3”) inch minus subbase overlain by two (2”) inches of one (1”) inch minus base,
- ☐ Full eight (8”) inches of Cal Trans Class 2 aggregate base rock.
- ☐ Alternatively asphalt concrete material shall be applied as follows: In two separate equal depth lifts of one and one-half (1 1/2”) inches each and compacted to ninety-five (95%) relative compaction. Base rock shall also be specified and identified.
- ☐ Other*: _____

**Alternative thicknesses as approved by the Director of Public Works and utilizing the California Design Method (R value) may be used.*

☐ **9. Cuts and Fills**

PCC 9-4.604(h)

The plot plan shall accurately depict any cut/fill slopes. Cut sections shall have a three to one (3:1) side slope between the outer edge and the flow line of the side ditch, and cut fill slopes shall be two to one (2:1) except where the condition of a cut in rock can be shown to be stable at steeper slopes, in which case the approval of the Director of Public Works shall be required.

☐ **10. Address Sign**

PCC 9-8.403 and 9-8.404

The plot plan shall accurately depict location of address sign on property. All buildings shall have a permanently posted address, which shall be placed at each driveway and visible from both directions of travel along the road. The street address sign shall be placed within fifteen (15) days after issuance of a building permit for a building.

☐ **11. Gates**

PCC 8-14.02(f) and 9-4.504

The plot plan shall accurately depict location of any existing or proposed gates on property. Gate entrances must be at least two (2') feet wider than the width of the traffic lanes serving that gate. Minimum width of gate entrances shall be fourteen (14') feet. All gates providing access to a road from a driveway shall be located thirty (30') feet from the roadway and shall open to allow a vehicle to stop without obstructing traffic on that road. Security gates require approval of the Building Official. This section does not apply to gates on roadways serving agricultural uses.

☐ **12. Driveway turnouts and turnarounds**

PCC 9-4.503, PCC 9-4.604 (l)

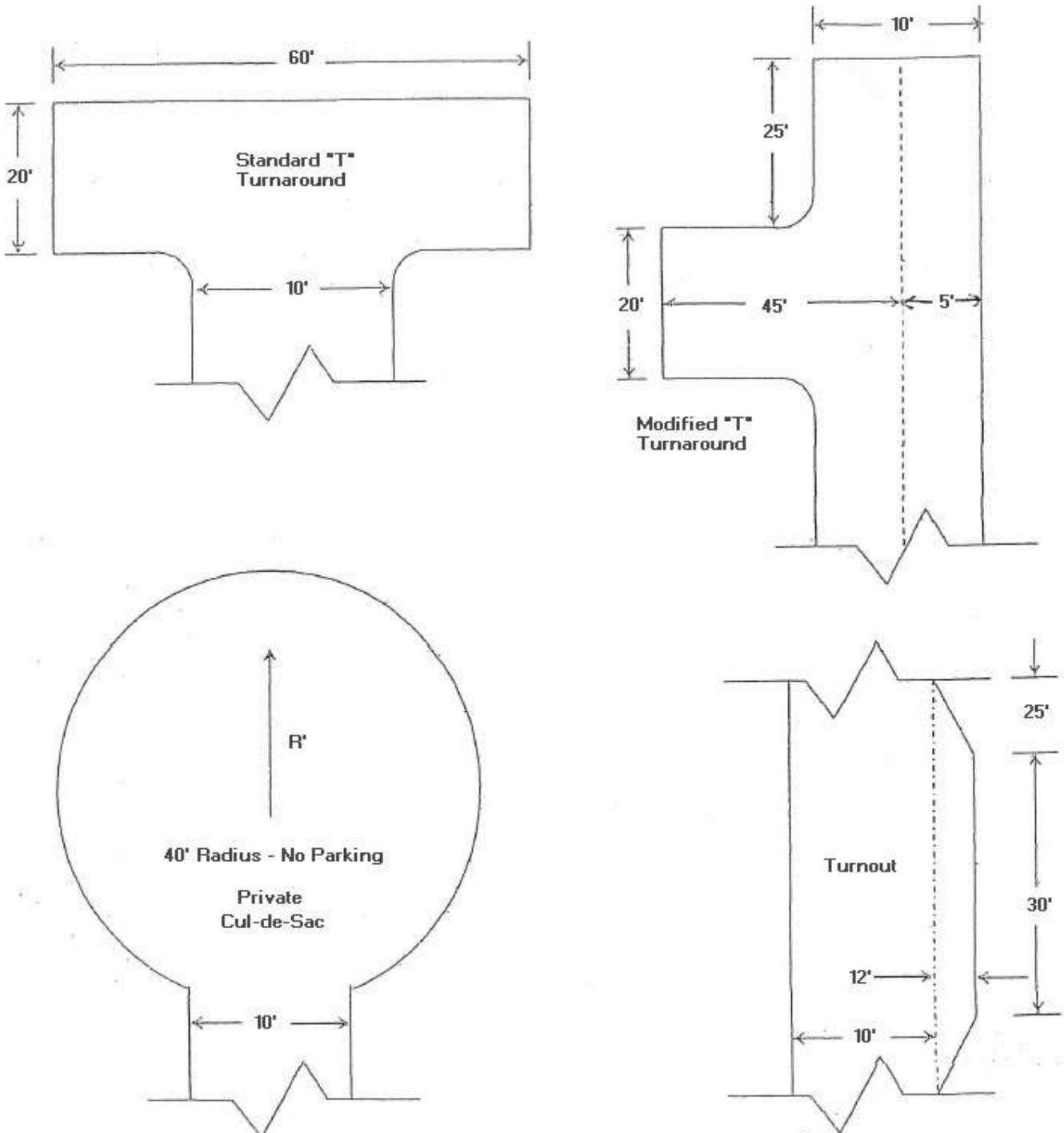
The plot plan shall accurately depict location, type and dimensions of turnouts and turnarounds based on the following criteria

- ☐ Class 11 Driveways exceeding 150 feet, but no more than 800 feet, shall provide a turnout near the midpoint of the driveway. Where a Class 11 Road exceeds 800 feet, turnouts shall be installed no more than 400 feet apart. Turnouts shall be a minimum of twelve (12') wide and thirty (30') feet long with a minimum twenty-five (25') foot taper on each end.
- ☐ A turnaround shall be provided at all building sites on driveways over 300 feet in length and shall be within fifty (50') feet of the building. The turnaround shall be improved with subbase and base as required by the Class 11 Road Classification for a diameter of eighty (80') feet and shall be

provided with shoulders as required for the Class 11 Road classification. T Turnarounds shall be permitted at the end of driveways. The top of the “T” of a T turnaround shall be at least sixty (60’) feet long. The top of the “T” of a T turnaround at the end of a driveway shall be no narrower than twenty (20’) feet. An optional “Modified ‘T’ Turnaround” may also be used if site conditions do not allow for either the first two options. The components of a T turnaround shall be constructed to the same standards as the roadway which it serves.

Turnaround and Turnout Examples

Public Resources Code 4290 Turnaround Requirements



EXCEPTIONS

Exceptions may be made either directly through the Board of Forestry and Fire Protection, or under the Plumas County Code (PCC) as provided in Section 9-9.202 of Chapter 9 of Title 9.

1. Exceptions from the provisions of Title 9 (Planning and Zoning) may be made through a Planned Development Permit. Please contact the Plumas County Planning Department.
2. Exceptions from the provisions of Title 9, Chapter 4 (Development Standards) may be made through a Modification Permit. Please contact the Plumas County Planning Department.
3. Exceptions from the provisions of Title 9, Chapter 2 (Zoning) may be made through a variance. Please contact the Plumas County Planning Department.
4. Exceptions from the provisions of Title 9, Chapter 9 (Street Address System) may be made by the Planning Director. Please contact the Plumas County Planning Department.
5. Exceptions from the provisions of Title 8 (Building Regulations) may be made by the Building Official. Please contact the Plumas County Building Department.

The phone number for the Plumas County Planning Department and the Plumas County Building Department is (530) 283-7011.

APPLICATION FOR AN EXCEPTION

Applications for exceptions from the provision of this Code shall include at a minimum:

1. State the specific section from which an exception is requested.
2. Provide material facts supporting the exception.
3. State the details of the mitigation proposed as providing the same practical effect as the section from which an exception is requested.
4. Provide a map showing the proposed location of the mitigation.
5. If a hearing is required for an exception, notice shall be given to Cal Fire and the appropriate Fire Protection Agency.
6. If granting an exception, a finding shall be made that the exception provides the same over-all practical effect as the section from which it was granted.

APPEALS

Decisions on exceptions from the sections of this code may be appealed in writing to the Plumas County Board of Supervisors within ten (10) days after the decision. See Article 3 of the Plumas County Code.