



REASONABLE ACCOMMODATIONS INSTRUCTIONS FOR FILING

Development Code Chapter 11.60 (Ordinance #1545)

It is the policy of the County of Yuba, pursuant to the Federal Fair Housing Amendments Act of 1988, to provide people with disabilities reasonable accommodation in rules, policies and procedures that may be necessary to ensure equal access to housing.

Requests for reasonable accommodations to provide relief for individuals with disabilities from various land use, zoning, or rules, policies practices and/or procedures of the County may be submitted to the Zoning Administrator.

Requests are processed as a Waiver from the Development Code (Chapter 11.60) and applications shall be reviewed to assess their ability to comply with the standards identified in the Yuba County Development Code.

The Zoning Administrator shall issue a written determination of his or her action within forty-five (45) days of the date of receipt of a completed application. **All fees as listed on the adopted fee schedule must be received at the time of filing.**

The Zoning Administrator may either:

- ◆ Grant or deny the accommodation request; or
- ◆ Grant the accommodation request subject to specified non-discriminatory condition(s).

The Zoning Administrator may request further information from the applicant consistent with the Planning Department specifying in detail what information is required. In the event a request for further information is made, the 45 day period to issue a written determination shall be stayed until the applicant fully and sufficiently responds to the request.

Application Instructions: To request a reasonable accommodation, please submit the following:

1. One (1) copy of the completed Project Application form with **original signatures**.
2. A project description that provides a response to the following:
 - a. Which Development Code provision, regulation, or policy from which reasonable accommodation is being requested?
 - b. What is the basis for the claim that the person(s) for whom reasonable accommodation is being sought is considered disabled under the Fair Housing Act?
 - c. Why is the accommodation reasonably necessary to make specific housing available to the person(s)
 - d. Any other information you feel is pertinent to the request for a reasonable accommodation.
3. Site Plan identifying the location of any existing structures and any proposed structures that are part of the reasonable accommodation request. The site plan shall be drawn to scale and include dimensions of new structure(s) and distance to any property line or other structures located on the property.