



SIERRA COUNTY

FILE # _____

DEPARTMENT OF PLANNING & BUILDING INSPECTION
101 Courthouse Square • P.O. Box 530 • Downieville, CA 95936
(530) 289-3251 • planning@sierracounty.ca.gov

Cottage Food Operation (CFO) Zoning Clearance Form Planning Department Certification

Property Address: _____ APN: _____

Under the California Homemade Food Act (Assembly Bill 1616; 2012), Cottage Food Operations as defined are exempted from the California Retail Food Law and Sherman Law, and are required to be permitted by the County as a “permitted use” in a lawfully established residence, and are considered a “residential use” not subject to discretionary review or grants of entitlement. Cottage Food Operations, therefore, are not considered Home Occupations, Cottage Industries, retail food facilities, or commercial businesses under State law and the County Zoning Code. However, various laws and regulations still govern the protection of health and safety within the residence and in conjunction with any proposed cottage food operation—such as adequate water and sewer, and any associated remodeling involving structural, electrical, plumbing, gas, or mechanical changes to the home, etc. Accordingly, before the Planning Department will certify that the proposed Cottage Food Operation complies with zoning and building standards, we require the following information:

<i>Please answer each of the following questions:</i>		Yes	No
1)	Will the CFO be conducted in a structure or house that is <u>not</u> legally permitted for residential occupancy (e.g., a garage, barn, commercial building, or house constructed and/or occupied after 1970 without a valid/“final” permit on file)?	<input type="checkbox"/>	<input type="checkbox"/>
2)	Will the CFO be conducted in whole or in part “outside”?	<input type="checkbox"/>	<input type="checkbox"/>
3)	Will you be making any structural modifications or remodeling, including: plumbing, electrical, gas lines, mechanical, or other work subject to a permit under the County Code or California Building Standards Code?	<input type="checkbox"/>	<input type="checkbox"/>
4)	Will you employ more than 1.0 FTE employee/s who do not reside in this home?	<input type="checkbox"/>	<input type="checkbox"/>
5)	Will you display a sign or signs advertising the CFO?	<input type="checkbox"/>	<input type="checkbox"/>
6)	Do you anticipate a noticeable increase in the amount of parking congestion or traffic flow to/from the residence as a result of the CFO (including: customers, visitors, deliveries, pickups)?	<input type="checkbox"/>	<input type="checkbox"/>
7)	Will the CFO or appurtenant activities generate noise that may be perceived by neighbors as a “nuisance” or in excess of the noise standards established in the Sierra County General Plan’s Noise Element, Table 7-4 (GP, p. 7-15)?	<input type="checkbox"/>	<input type="checkbox"/>

NOTE: If you checked “Yes” to any of the above questions, you must schedule an appointment with the Planning Department at a rate of \$65.00/hr. to more fully explain the circumstances of the proposed Cottage Food Operation and possibly obtain associated permit/s prior to procuring the Planning Department’s certification below.

If you answered “No” to all questions but circumstances change in the future, you must cease the CFO and contact the Planning Department and Health Dept. for review and authorization before proceeding.

TO BE COMPLETED BY APPLICANT

CFO Owner: _____ Phone: _____

E-mail or Mailing Address: _____

Interest in real property: Owner Other (explain): _____

Property Owner/s (if different): _____

Property Owner's Phone: _____ E-Mail: _____

Mailing Address: _____

I certify that all of the information contained in this form, and in the associated Environmental Health Department form/s further describing this proposed Cottage Food Operation, is complete and accurate to the best of my knowledge. I hereby authorize such investigations including access to County Assessor's Records as deemed necessary by the County Planning Department for preparation of reports related to this certification form, and further authorize the right of access to the property involved for the purposes of verifying this information and conducting inspections as necessary.

Signature of Property Owner Date

Signature of CFO Owner Date
(if different)

Print Name

Print Name

The proposed Cottage Food Operation described above complies with applicable zoning and building requirements for Sierra County, and no further permits or entitlements are required from the Department of Planning & Building Inspection based on the information provided.

Authorized Planning Dept. Official

Date

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ZONING: _____ Entitlements (PD File no.): _____

Occ. Group: _____ Ref. BD Permit/s no.: _____

Comments: _____

Original: to applicant With Copies to: Planning Department Environmental Health Department