

SCREENING FORM



PURPOSE OF THIS FORM

Complete this form to help determine if a project is eligible for Yolo Habitat Conservation Plan/Natural Community Conservation Plan (Yolo HCP/NCCP) coverage, required to comply with the Yolo HCP/NCCP, and/or is exempt from fees or avoidance and minimization measures (AMMs). See Permitting Guide, Chapter 5 for more information and instructions to complete the form. If this form confirms a project qualifies for or requires permit coverage, complete the Application to determine land cover fees and AMMs that may apply to the project and to formally apply for permit coverage. This Screening Form is for informational purposes and is not an application for permit coverage. Once complete, please submit the Screening Form to the appropriate contact at your local planning office.

Regional-scale data related land cover, sensitive natural communities, and covered species habitats in Yolo that can be used to complete this Screening Form is made available through the Yolo HCP/NCCP GeoMapper online mapping tool. The GeoMapper tool is accessible via the Resources tab of the Yolo Habitat Conservancy website: <https://www.yolohabitatconservancy.org/resources>

BOX A: Is the project a covered activity?		
<p>1 Does your project/activity require a discretionary approval/permit? (e.g., a general plan amendment, rezoning, use permit, variance, or land division)</p>	<p><input type="checkbox"/> Yes, my project/activity requires a discretionary approval/permit (if you are not sure, ask the local agency with approval authority, e.g., City or County planning office). <i>Go to Box A, Item 2.</i></p>	<p><input type="checkbox"/> No, the approval/permit required for my project/activity is ministerial (e.g., a building permit, certain site/design reviews, certain license approvals) If this box is checked, there is no need to complete or submit this form.</p>
<p>2. Does the project fall within the scope of project/activities covered by the Plan? Note: this determination will require approval sign-off by the local agency with approval authority (or Conservancy for Special Participating Entities). Wind and solar projects do not fall within the scope of projects/activities covered by the plan.</p>	<p><input type="checkbox"/> Yes. The project is a covered activity. <i>Go to Box B.</i></p> <p>_____</p> <p>Member Agency Signature if approved</p>	<p><input type="checkbox"/> No. The project is not a covered activity. Seek an Incidental Take Permit directly from the state and/or federal agencies. <i>Go to Box D, Item 2.</i></p>

BOX B: What is the project?							
1 Project Name							
2 Project address, location, and total acreage							
3 Assessor parcel number(s) (APNs) and acreage by parcel (not applicable for linear projects)							
4 Check applicable local agency	<table style="width: 100%; border: none;"> <tr> <td><input type="checkbox"/> Yolo County</td> <td><input type="checkbox"/> City of Winters</td> </tr> <tr> <td><input type="checkbox"/> City of Davis</td> <td><input type="checkbox"/> City of Woodland</td> </tr> <tr> <td><input type="checkbox"/> City of West Sacramento</td> <td><input type="checkbox"/> Other _____</td> </tr> </table>	<input type="checkbox"/> Yolo County	<input type="checkbox"/> City of Winters	<input type="checkbox"/> City of Davis	<input type="checkbox"/> City of Woodland	<input type="checkbox"/> City of West Sacramento	<input type="checkbox"/> Other _____
<input type="checkbox"/> Yolo County	<input type="checkbox"/> City of Winters						
<input type="checkbox"/> City of Davis	<input type="checkbox"/> City of Woodland						
<input type="checkbox"/> City of West Sacramento	<input type="checkbox"/> Other _____						

BOX C: Is the project exempt from fees or AMMs?

Use information from a planning level survey to complete the following items. If a planning level survey is not available, applicants may utilize the Yolo Habitat Conservancy GeoMapper tool to generate an Initial Assessment that will provide preliminary information in order to complete the rest of this form. The data presented in the GeoMapper is regional-scale data and is intended for general informational purposes. All HCP/NCCP applicants must have site-specific planning level surveys conducted by a qualified biologist to determine actual land cover and sensitive natural communities and species habitats in and around a project site and include that information in the final application unless the member agency land use planner and Conservancy staff determine and verify that one is not needed.

<p>1 Does the project consist of an addition to an existing structure or new structure(s) within 50 feet of an existing structure (e.g., a new garage) that results in less than 5,000 square feet of impervious surface?</p>	<p><input type="checkbox"/> Yes. Go to <i>Item 2</i> <input type="checkbox"/> No. Skip to <i>Item 3</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey, when submitting form)</p>
<p>2 Will the project overlap with fresh emergent wetland, valley foothill riparian, and lacustrine or riverine land cover types, as defined in Table 2-1 of the Permitting Guide?</p>	<p><input type="checkbox"/> Yes. Go to <i>Item 3</i> <input type="checkbox"/> No. The project is exempt from fees, but AMMs may apply. Skip to <i>Item 6</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey, when submitting form)</p>
<p>3 Is your project on a parcel less than 2.0 acres in size?</p>	<p><input type="checkbox"/> Yes. The project is exempt from all fees, but AMMs may apply. Go to <i>Item 4</i>. <input type="checkbox"/> No. Skip to <i>Item 5</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey, when submitting form)</p>
<p>4 Does the project overlap with covered species habitat? (If a planning level survey has yet to be conducted, contact the Conservancy to request an Initial Assessment)</p>	<p><input type="checkbox"/> Yes. The project requires permit coverage. Skip to <i>Box D, Item 1</i>. <input type="checkbox"/> No. The project is exempt from fees, but AMMs may apply. Skip to <i>Item 6</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey, when submitting form)</p>
<p>5 Does the project affect any fee-paying land cover types identified in Table 2-1 of the permitting guide? (If a planning level survey has yet to be conducted, the Geomapper may be used)</p>	<p><input type="checkbox"/> Yes. The project requires permit coverage. Go to <i>Box D, Item 1</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey when submitting form) <input type="checkbox"/> No. The project is exempt from fees, but AMMs may apply. Skip to <i>Item 6</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey, when submitting form)</p>
<p>6 Does the project overlap with any resource protection buffers for sensitive natural communities or covered species habitat, as described in Table 2-2 of the Permitting Guide? (If a planning level survey has yet to be conducted, contact the Conservancy to request an Initial Assessment)</p>	<p><input type="checkbox"/> Yes. AMMs may apply to your project. Go to <i>Item 7</i>. <input type="checkbox"/> No. AMMs do not apply and the project does not qualify for/require permit coverage. Skip to <i>Box D, Item 2</i>. (Attach Initial Assessment, documentation of ground truthing, or planning level survey, when submitting form)</p>

<p>7 Can your project be designed so that activities do not occur near sensitive natural communities or covered species habitat as listed in Table 2-2 of the Permitting Guide, or can a qualified biologist demonstrate that the the project avoids effects on these resources?</p>	<p><input type="checkbox"/> Yes. <i>Redesign the project to avoid sensitive natural communities and covered species habitats or provide an evaluation by a qualified biologist to the local agency planning office that demonstrates the project will avoid adverse effects on sensitive natural communities or covered species and their habitat. The project does not qualify for or require permit coverage if redesigned accordingly. Go to Box D, Item 2.</i></p> <p><input type="checkbox"/> No. <i>The project does qualify for or require permit coverage. Go to Box D, Item 1.</i></p>
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BOX D: Does project qualify for/require permit coverage?	
<p>1 <input type="checkbox"/> Your project/activity <u>does qualify for/require</u> permit coverage under the Yolo HCP/NCCP.</p> <ul style="list-style-type: none"> ▪ Complete <i>Items in Box E.</i> ▪ Submit this form with application fee, if applicable, as soon as possible to the planning office of the local agency with approval authority (see contact information below). 	
<p>2 <input type="checkbox"/> Your project/activity <u>does not qualify for/require</u> permit coverage under the Yolo HCP/NCCP and no application fee is required.</p> <p>Note: <u>The local agency with approval authority must confirm this conclusion following submittal of project information.</u> Non-covered projects must comply with Federal and State Endangered Species Act requirements if applicable. If a project has the potential to take a federally or state-listed species, the applicant must contact the U.S. Fish and Wildlife Service, National Marine Fisheries Service, and/or the California Department of Fish and Wildlife to determine whether a permit is necessary.</p> <ul style="list-style-type: none"> ▪ Complete <i>Items in Box E.</i> ▪ Submit this form to the contact below with the required application fee (see Permitting Guide, Chapter 5 instructions for Box D). A planning level survey prepared by a qualified biologist may be required to verify the absence of sensitive natural communities and covered species habitats or other information in this form, including photos and aerials of the site ▪ If you are seeking permit coverage for your project as a Special Participating Entity (SPE), submit this form to the Conservancy office prior to completing the Application. SPE permit coverage is not guaranteed and will be authorized on a case-by-case basis by the Conservancy. SPEs must pay the required Application Fee, cover all costs associated with processing the request, and pay an additional SPE-only fee (see Permitting Guide, Chapter 5 instructions for Box D). <p>Are you requesting participation as an SPE?: <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	

BOX E: SIGNATURES			
<input type="checkbox"/> By checking the box and signing below I certify all information in the application is true and correct to the best of my knowledge.			
1 Property owner name and contact information	Name	Phone	Email
2 Property owner signature		Date	
3 Project Agent/ Applicant name and contact information	Name	Phone	Email

4	Project Agent/ Applicant signature		Date	
Permissions				
5	Local agency and/or the Conservancy may contact the property owner directly	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
6	Local agency and/or the Conservancy may contact the project agent/applicant directly	<input type="checkbox"/>	Yes	<input type="checkbox"/> No

FORM SUBMITTAL INSTRUCTIONS

Submit this form electronically as early in the development planning process as possible (ideally, prior to submittal of land development application) to the applicable local agency below. If the project applicant is seeking HCP/NCCP permit coverage as an SPE, submit the form to the Yolo Habitat Conservancy. Ideally this submittal will occur prior to submittal of land development application, during preliminary project discussions the member agency planning office.

LOCAL AGENCY PLANNING OFFICE CONTACT INFORMATION

<p>Yolo County Stephanie Cormier Planning Division Department of Community Services 292 West Beamer Street, Woodland (530) 666-8041</p>	<p>City of West Sacramento David Tilley Community Development Department 1110 West Capitol Ave., 2nd Floor, West Sacramento (916) 617-4645</p>	<p>City of Davis Sherri Metzker Community Development & Sustainability 23 Russell Blvd., Suite 2, Davis (530) 757-5610 ext. 7239</p>	<p>City of Woodland Cindy Norris Planning Division 300 First Street, Woodland (530) 661-5911</p>	<p>City of Winters Dave Dowswell Community Development Department 318 First Street, Winters (530) 794-6714</p>
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YOLO HABITAT CONSERVANCY CONTACT INFORMATION

Address: PO Box 2202, Woodland, CA 95776 Phone: 530-666-8150 Email: info@yolohabitatconservancy.org

FOR STAFF USE ONLY

<input type="checkbox"/> Covered	Project Planner		
<input type="checkbox"/> Not covered	Phone Number		
<input type="checkbox"/> Covered but exempt from fees and AMMs	Email		Date