



City of Arcata Community Development Department

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www.cityofarcata.org

VISION CLEARANCE WAIVER APPLICATION

OVERVIEW

Development proposed adjacent to any public or private street or alley intersection, or at the intersection of a driveway with a street, has certain design standards to provide a vision clearance area for pedestrian and traffic safety. These standards are delineated in Land Use Code Section 9.30.040.E. The height limit for structures, signs and landscaping elements within the vision clearance area is 36 inches, except for tree canopies trimmed to a minimum of 10 feet above grade. This vision clearance standard can be waived if approved by the Zoning Administrator in consultation with the Public Works Director and Police Chief.

HOW TO APPLY

Vision Clearance Waiver applications are available at the Community Development Department, or on the Department's website at www.cityofarcata.org. Staff can assist you with the materials needed for a complete application packet. Submit the completed application packet along with the application fee to the Department for processing.

THE PROCESS

Step 1: Application Filing and Initial Review

Once your application has been submitted and fees collected, Staff will perform an initial application review. Please follow the attached checklist carefully when preparing your application as this is what staff relies on to determine completeness. Should your application be found incomplete, you or your designated agent will be contacted and advised what items must be submitted before processing can continue.

If the application materials are complete, staff will refer the information to the Public Works Director and the Police Chief for review.

Step 2: Zoning Administrator Review

Staff will review the request, the Land Use Code, and the responses from the Public Works and Police departments; draft a recommendation regarding the Vision Clearance Waiver request; and forward it to the Zoning Administrator. The Zoning Administrator will review the waiver, make changes if necessary, and deny or approve the waiver. The decision will be mailed to the applicant.

Step 3: Appeals

Zoning Administrator actions are appealable to the Planning Commission by you as the applicant, or any other adversely affected person. Appeals to the Planning Commission must be filed with the Community Development Department within 10 calendar days of the actual date of the final decision. Appeals must be submitted in writing and be accompanied by the required fees.

Vision Clearance Waiver Application Checklist

Visit the Community Development Department page at www.cityofarcata.org. Select the Land Use Code from the menu and then see § 9.30.040.E. for complete vision clearance regulations.

Talk with Arcata Community Development Department Planning Staff to determine which of the following items must be submitted along with a completed and signed application form. **Incomplete or inaccurate information will cause a delay in permit processing.**

- Application form with signatures of all owners of the affected parcels.
- Application fee deposit as indicated on the application form.
- Four (4) copies of a plot (site) plan containing the information shown on the plot plan checklist. Additional copies may be required.
- A written request for a Vision Clearance Waiver stating the reasons that the waiver is requested and the reasons that the standard vision clearance regulations are not required for the site.

Subject to changes or additions at any time. Applications may require additional information for continued processing.