



EZOP Planning Checklist

ACCESSORY WIND ENERGY SYSTEMS

Information Sheet

GENERAL INFORMATION

An Accessory Wind Energy Systems application is required by the County Development Code to evaluate the location, design and operation for an accessory wind energy system as specified in each Land Use District. The Accessory Wind Energy Systems application and process provides the County the opportunity to review the proposed accessory wind energy system installation to ensure all applications meet the existing codes and regulations.

The Director of Land Use Services will review each application on a discretionary basis, using the Staff Review with Notice procedures. Actions of the Director of Land Use Services may be appealed to the Planning Commission. Appeals must be made by means of a separate application and will require an additional fee.

FEES

Average Cost Application

- See Master Fee Schedule

PROCEDURES

1. Submit EZOP application. County staff will use the Submittal Materials Checklist (see below) to determine whether your application may be filed.
2. If the application is deemed acceptable to be filed, you will be invoiced the application fee. Once paid, the application will move forward.
3. Determination of Application Completeness. County staff will determine whether the materials you have submitted are adequate or if additional materials or reports are required. You will be notified in writing if any additional materials are required.
4. Recommendations, Conditions of Approval, and Final Report. The project planner will prepare these materials for consideration by the Director of Land Use Services or his/her designee.

CONTINUED ON NEXT PAGE





EZOP Planning Checklist ACCESSORY WIND ENERGY SYSTEMS *Information Sheet*

SUBMITTAL MATERIALS CHECKLIST

- ☐ 1. **Property Owner Certification.** Form can be obtained at: <https://lus.sbcounty.gov/planning-home/handouts/>.
- ☐ 2. **Proof of property ownership:**
 - Recorded Grant Deed (or Quitclaim Deed with the previous Grant Deed) for each lot or parcel listed on the application **OR**
 - A copy of a current Preliminary Title Report (issued within 60 days of application submission).

NOTE: If a trustee is listed as the property owner, a copy of the trust agreement is required. For Grant Deeds that list Corporations, Partnerships, or Fictitious Firms as the Grantor or Grantee, a certified copy of each of the Articles of Incorporation including statement of officers; the Partnership Papers (limited or general); or the recorded Fictitious Business Name Statement naming the owner(s) of the firm is required.
- ☐ 3. **Letter of Intent.** A template can be obtained at: <https://lus.sbcounty.gov/planning-home/handouts/>
- ☐ 4. **Site/Plot Plan.** Accessory Wind Energy Systems Site Plan Instructions can be located at: <https://lus.sbcounty.gov/planning-home/handouts/>
- ☐ 5. **Noise rating document** as published by the manufacturer.
- ☐ 6. Documentation from the electric utility service provider, if you plan to connect the system to the electricity grid.
- ☐ 7. Any other Calcs/Report/Study prepared for this project, including including a *Visual Impact Analysis* or *demonstration photo simulations* of the proposed tower at the site. The analysis shall be "worst case" and shall assess the cumulative impacts of the proposed wind generator and tower, including the provision of electrical service to the site, and other existing and foreseeable major visual components in the area, and shall identify and incorporate all feasible mitigation measures consistent with the technological requirements of the proposed wind generator. The photo simulations should be taken from a minimum of three widely scattered locations and shall include a vicinity map indicating the location and direction of view.