

TEMPORARY RESIDENCE For Occupancy During Construction

A mobile home, recreational vehicle, travel trailer, or an existing home on a property may be temporarily occupied during the construction of a permanent residence. The owner must have a building permit issued for the proposed permanent residence and must deposit money in order to ensure timely removal or conversion of the temporary residence once construction of the permanent residence is completed.

The temporary residence must be removed from the premises, or in the case of an existing residence, be converted to an approved non-habitable accessory building, within ninety (90) days after the date of occupancy, at such time when no active building permits pertain to the project, or two (2) years following the issuance of the building permit for the proposed permanent residence, whichever occurs first. (per Sec. 4.10.380)

APPLICATION REQUIREMENTS

- Application form (on the back of this page)
- Application Fee
- One (1) site plan, drawn to scale, showing the location of the temporary residence on the property as well as the location of all existing and proposed structures.

If a septic system will be used for the temporary residence, the site plan must **first** be approved by the Department of Environmental Health field office. Contact DEH at (408) 918-3400 or for South County properties at (408) 779-0631.

- Proof of sewer connection (if not using septic system).
- Performance Agreement (attached).

After your Temporary Residence application has been approved and the TR Permit is ready to be issued, the project planner will contact you to arrange for payment of the \$ 5,000 deposit.

TEMPORARY RESIDENCE APPLICATION FORM

Owner's Name : _____

Fee Validation

Mailing Address: _____

_____ Phone: _____

Applicant's name: _____

Mailing Address: _____

_____ Phone: _____

Site Address: _____

Bond Validation

Assessor's Parcel Number: _____

Type of Proposed Temporary Residence: _____

Size (square feet): _____ Height: _____

SIGNATURE

DATE

OFFICE USE ONLY

Date received _____

Bond Type: Cash Check CD

Taken in by _____

Plan Check #: _____

Approved:

Building Permit #: _____

Denied:

Refund will be issued to:

By _____

Date _____

Bond Release Date _____

Plan Check # _____
Building Permit # _____
Date Issued _____

PERFORMANCE AGREEMENT

WHEREAS, _____ ("Principal") has been required to meet County standards and conditions per Section 37-11.3 of the County ordinance in accordance with the attached plans as a condition to issuance of the Building Permit; and

WHEREAS, Principal is required to complete performance of all conditions within ninety (90) days from the date of occupancy of the permanent dwelling or within two (2) years from the date of issuance of the Building Permit, whichever occurs first;

NOW, THEREFORE, Principal deposits herewith the sum of _____ (\$_____) in the form of _____. Said sum is deposited to assure performance of all obligations set forth within the time specified above. This bond shall remain in full force and effect until acceptance of the work by the County. Upon acceptance, the County shall relinquish such funds as are herewith deposited, without interest.

In the event the Principal fails to fulfill his obligations under the agreement, the deposited funds may be used by the County to complete the above obligations and to pay all reasonable expenses and attorney's fees, if any, incurred by the County in completing the obligations. If the amount herewith deposited is insufficient, the Principal shall be required to pay the deficit.

Dated: _____

Bond Register Validation

Principal Name

Principal Signature