

# Mono County Community Development Department

PO Box 347  
Mammoth Lakes, CA 93546  
760.924.1800, fax 924.1801  
commdev@mono.ca.gov

## Planning Division

PO Box 8  
Bridgeport, CA 93517  
760.932.5420, fax 932.5431  
www.monocounty.ca.gov

### DIRECTOR REVIEW APPLICATION

APPLICATION # _____	FEE \$ _____
DATE RECEIVED _____	RECEIVED BY _____
RECEIPT # _____	CHECK # _____ (NO CASH)

**APPLICANT/AGENT** We Are Everywhere RV Park dba: Coleville KOA Holiday and Meadowcliff Lodge

ADDRESS 110437 US Highway 395 CITY/STATE/ZIP Coleville, CA 96107

TELEPHONE ( 530 ) 495-2255 E-MAIL stay@meadowcliff.com

**OWNER**, if other than applicant Scott Burkard and Timothy Tack

ADDRESS 110437 US Highway 395 CITY/STATE/ZIP Coleville, CA 96107

TELEPHONE ( 530 ) 495-2255 E-MAIL scottburkard@me.com

**DESCRIPTION OF PROPERTY:**

Assessor's Parcel # 002-060-042 General Plan Land Use Designation Resort

**PROPOSED USE:** Applicant(s) should describe the proposed project in detail, using additional sheets if necessary. Note: An incomplete or inadequate project description may delay project processing.

Update Entrance Sign by eliminating 2/3 of sign, removing large neon "Restaurant", Large 5 foot by 5 ft back lit replaceable letter sign on top, and eliminate neon "No Vacancy" Sign. These action reduce the height of the sign by 18 feet, and reduce the lighting by 55%. We will add a new energy efficient LED sign at that is 1 foot by 5 feet, to message travelers of availability, vacancy, etc.

I CERTIFY UNDER PENALTY OF PERJURY THAT I am:  legal owner(s) of the subject property (all individual owners must sign as their names appear on the deed to the land),  corporate officer(s) empowered to sign for the corporation, or  owner's legal agent having Power of Attorney for this action (a notarized "Power of Attorney" document must accompany the application form), AND THAT THE FOREGOING IS TRUE AND CORRECT.

**Scott Burkard** Digitally signed by Scott Burkard  
Date: 2020.03.12 07:51:32 -0700'

Signature 

Signature \_\_\_\_\_ Date 03/12/2020

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## PROJECT INFORMATION

(To be completed by applicant or representative)

NOTE: Please answer all questions as accurately and completely as possible to avoid potential delays in processing. Attach additional sheets if necessary.

**I. TYPE OF PROJECT** (check any permit(s) requested):

- Director Review    Use Permit    Lot Line Adjustment    Land Division (4 or fewer)  
 Subdivision    Specific Plan    Variance    General Plan Amendment  
 Other \_\_\_\_\_

APPLICANT We Are Everywhere RV Park, dba: Coleville KOA Holiday and Meadowcliff Lodge

PROJECT TITLE Update Entrance Sign

LOT SIZE (sq. ft./acre) 22 ASSESSOR'S PARCEL # 002-060-042

PROJECT LOCATION 110437 US Highway 395, Coleville CA 96107

Has your project been described in detail in the project application? Yes  No

Please Specify:

Number of Units 63 Building Height/# of floors 1  
 Number of Buildings 4 Density (units/acre) 22

Total lot coverage/impervious surface (sq. ft. & %) n/a  
 a. Buildings (first-floor lot coverage /sq. ft. & %) \_\_\_\_\_  
 b. Paved parking & access (sq. ft. & %) \_\_\_\_\_

Landscaping/screening and fencing:

- a. Landscaping (sq. ft. & %) n/a  
 b. Undisturbed (sq. ft. & %) \_\_\_\_\_

Total parking spaces provided:

- a. Uncovered n/a  
 b. Covered \_\_\_\_\_  
 c. Guest/Handicapped 3

**II. SITE PLAN**

Are all existing and proposed improvements shown on the Plot Plan (see attached Plot Plan Requirements)? Yes  No

**III. ENVIRONMENTAL SETTING**

Use one copy of the Tentative Map or Plot Plan as needed to show any necessary information. Attach photographs of the site, if available.

*More on back...*



1. VICINITY MAP:

Attach a copy of assessor's parcel pages or a vicinity map showing the subject property in relation to nearby streets and lots or other significant features.

2. EXISTING DEVELOPMENT:

Vacant  If the site is developed, describe all existing uses/improvements such as structures, roads, etc. Does the Plot Plan show these uses? Yes  No   
n/a

3. ACCESS/CIRCULATION:

Name of Street Frontage(s) US Highway 395

Paved  Dirt  No existing access

Are there any private roads, drives or road easements on/through the property?

Yes  No

Has an encroachment permit been submitted to Public Works or Caltrans? Yes  No

Does the property have any existing driveways or access points? Yes  No

Are any new access points proposed? Yes  No

Does the Plot Plan show the driveways or access points? Yes  No

Describe the number and type of vehicles associated with the project None

4. ADJACENT LAND USES:

A. Describe the existing land use(s) on adjacent properties. Also note any major man-made or natural features (i.e., highways, stream channels, number and type of structures, etc.).

LAND USE

LAND USE

North Vacant Land

South Vacant Land

East Vacant Land

West Vacant Land

B. Will the proposed project result in substantial changes in pattern, scale or character of use in the general area? Yes  No  If YES, how does the project propose to lessen potential adverse impacts to surrounding uses? \_\_\_\_\_

5. SITE TOPOGRAPHY:

Is the site on filled land? Yes  No  Describe the site's topography (i.e., landforms, slopes, etc.) \_\_\_\_\_

6. DRAINAGES:

A. Describe existing drainage ways or wetlands on or near the project site (i.e., rivers, creeks and drainage ditches 12" or deeper and/or within 30' of the property) n/a

B. Are there any drainage easements on the parcel? Yes  No

C. Will the project require altering any streams or drainage channels? Yes  No  If YES, contact the Department of Fish and Game for a stream alteration permit. IF YES TO ANY OF THE ABOVE, show location on plot plan and note any alteration or work to be done within 30 feet of the stream or drainage.

7. VEGETATION:

A. Describe the site's vegetation and the percentage of the site it covers (map major areas of vegetation on the Plot Plan) n/a

B. How many trees will need to be removed? 0



- C. Are there any unique, rare or endangered plant species on site? Yes  No
- D. Has the site been used for the production of agricultural crops/trees or grazing/pasture land in the past or at the present time? Yes  No
- E. Is landscaping/planting of new vegetation proposed? Yes  No
8. WILDLIFE:
- A. Will the project impact existing fish and wildlife? Yes  No   
Describe existing fish and wildlife on site and note any proposed measures (if any) to avoid or mitigate impacts to fish and wildlife \_\_\_\_\_  
\_\_\_\_\_
- B. Are there any unique, rare or endangered animal species on site? Yes  No
9. CULTURAL RESOURCES:
- A. Are there any cemeteries, structures or other items of historical or archaeological interest on the property? Yes  No  Specify \_\_\_\_\_  
\_\_\_\_\_
10. SITE GRADING:
- A. Will more than 10,000 square feet of site area be cleared and/or graded? Yes  No  If YES, how much? \_\_\_\_\_
- B. Will the project require any cuts greater than 4' or fills greater than 3'? Yes  No
- C. Will the project require more than 200 cubic yards of cut or fill? Yes  No  If YES, how much? \_\_\_\_ If YES to A, B or C, contact the Department of Public Works for a grading permit.
- D. Will site grading of 10% or more occur on slopes? Yes  No
- E. Note any measures to be taken to reduce dust, prevent soil erosion, or the discharge of earthen material off site or into surface waters \_\_\_\_\_  
\_\_\_\_\_
11. AIR QUALITY:
- A. Will the project have wood-burning devices? Yes  No  If YES, how many? \_\_\_\_\_
- B. What fuel sources will the proposed project use? Wood  Electric  Propane/Gas
- C. Will the proposal cause dust, ash, smoke, fumes or odors in the vicinity? Yes  No
12. VISUAL/AESTHETICS:
- A. How does the proposed project blend with the existing surrounding land uses?  
Opens up visual, less obstruction as signage is dramitacally reduced  
\_\_\_\_\_
- B. How does the proposed project affect views from existing residential/commercial developments, public lands or roads? Opens up visual, less obstruction as signage is dramitacally reduced  
\_\_\_\_\_
- C. If outdoor lighting is proposed, describe the number, type and location \_\_\_\_\_  
Main sign to remain backlight, Programbale Letter sign to be energy efficent LED lighting  
\_\_\_\_\_
13. NATURAL HAZARDS:
- A. Is the site known to be subject to geologic hazards such as earthquakes, landslides, mudslides, ground failure, flooding, avalanche or similar hazards? Yes  No   
(Circle applicable hazard[s]).
- B. Will any hazardous waste materials such as toxic substances, flammables or explosives be used or generated? Yes  No
- C. Does the project require the disposal or release of hazardous substances? Yes  No
- D. Will the project generate significant amounts of solid waste or litter? Yes  No

- E. Will there be a substantial change in existing noise or vibration levels? Yes  No   
If YES to any of the above, please describe \_\_\_\_\_

More on back...

14. OTHER PERMITS REQUIRED:

List any other related permits and other public approvals required for this project, including those required by county, regional, state and federal agencies:

- Encroachment Permits from *Public Works or Caltrans.*
- Stream Alteration Permit from *Department of Fish and Game*
- 404 Wetland Permit from *Army Corps of Engineers*
- Grading Permit from *Public Works*
- Building Permit from *County Building Division*
- Well/Septic from *County Health Department*
- Timber Land Conversion from *California Department of Forestry*
- Waste Discharge Permit from *Lahontan Regional Water Quality Control Board*
- Other \_\_\_\_\_

IV. **SERVICES**

1. Indicate how the following services will be provided for your project and the availability of service.

Electricity No change

Underground  Overhead  (Show location of existing utility lines on Plot Plan)

Road/Access N/A

Water Supply N/A

Sewage Disposal N/A

Fire Protection N/A

School District N/A

2. If an extension of any of the above is necessary, indicate which service(s), the length of extension(s), and the infrastructure proposed \_\_\_\_\_

**CERTIFICATION:** I hereby certify that I have furnished in the attached exhibits the data and information required for this initial evaluation to the best of my ability, and that the information presented is true and correct to the best of my knowledge and belief. I understand that this information, together with additional information that I may need to provide, will be used by Mono County to prepare a Specific Plan in compliance with state law.

Signature Scott Burkard



Digitally signed by Scott Burkard  
Date: 2020.03.12 08:00:33 -0700

Date 03/12/2020

For We Are Everywhere RV Park

NOTE: Failure to provide any of the requested information will result in an incomplete application and thereby delay processing.



CONNECT

BLOG

KOA APP



Coleville/Walker KOA and the Meadowcliff Lodge

Image 1 of 5



RV CAMPI



LODGING



SPECIAL





**COLEVILLE/WALKER KOA  
MEADOWCLIFF LODGE**

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**HOLIDAY POOL | SHOWERS | LAUNDRY**

