

Application Checklist

NOISE ORDINANCE EXCEPTION



Process:

Within ten (10) days of receipt by Planning of a request for a Noise Ordinance Exception, the City Manager or his or her designee shall either (1) approve or conditionally approve such request in whole or in part, (2) deny the request, or (3) refer the request directly to the City Council for action at the next available Council meeting in accordance with the provisions of Municipal Code Chapter 9.24. In the event the exception is approved, reasonable conditions may be imposed which minimize the public detriment and may include restrictions on sound level, sound duration and operating hours, an approved method of achieving compliance and a time schedule for its implementation.

Where a request for exception is associated with a discretionary permit, the exception shall be processed concurrently with the discretionary permit. The approving authority for the discretionary permit shall also be the approving authority for the exception. Factors which the approving authority must consider for requests for exception shall be those factors identified in Municipal Code Section 9.24.070.A.B. and D. dependent upon the type of exception requested. The approving authority for an exception processed with a discretionary permit shall either (1) approve or conditionally approve such request in whole or in part, or (2) deny the request.

Submittal:

The City of Roseville Planning Division accepts applications online. For more information on the online application submittal process and to submit an application, visit the City's Development Services – Online Permitting Services (OPS) submittal page at <http://www.roseville.ca.us/opssubmittal>. Along with the online application, additional submittal information, as listed below, will be required to be uploaded and submitted. Applications shall be reviewed for compliance with the submittal requirements. *Applications submitted without the required information are not required to be accepted for processing and will cause delay.*

APPLICATION SUBMITTAL REQUIREMENTS:

- Forms
 - [Property Owner Affidavit](#) (if submitting online)
 - [Electronic Signature Disclosure](#) (if submitting online)
- Documents (upload these items as “Documents” in OPS)
 - Description of Noise Exception request including:
 - Conformance with the intent of the Noise Ordinance and General Plan Policies;
 - Uses of property and existence of sensitive receptors within the area affected by sound;
 - Factors related to initiating and completing all remedial work;
 - Hardship to the applicant, or community of not granting the exception
 - The time of the day or night the exception will occur;
 - The duration of the exception; and
 - The general public interest, welfare and safety.
- Fees – to be paid once application is accepted (see [Planning fee schedule](#))
 - Application fee
 - Radius list fee
 - 3% Technology fee

We encourage all applicants to utilize the OPS portal to submit, but applicants may also submit in-person at the Permit Center. To submit at the Permit Center, please provide the items listed above on a flash drive or similar data storage device. For questions, please call the Planning Division at (916) 774-5276 or, staff is available at the Permit Center counter, 311 Vernon Street, Roseville, CA 95678, during normal business hours.