

DEPARTMENT OF RESOURCE MANAGEMENT



Building Division

1855 Placer Street, Suite 102
Redding, California 96001
Phone: (530) 225-5761 Fax: (530) 245-6468
Inspection Request Line: (530) 244-5068

Web: building.co.shasta.ca.us Email: resourcemanagement@co.shasta.ca.us

LETTER OF INTENT

My name is _____ and this letter is in reference to Building Permit Number _____ for the property I own, located at: _____
(Assessor's Parcel Number or address)

I acknowledge and agree that the available records show the structure(s) and/or land use(s) identified below and on the attached site plan are unpermitted and need to be brought into compliance by securing a building permit, or demolition permit for the structure(s), and/or discontinuing the unpermitted land use(s).

1. _____
Square footage (if applicable): _____
2. _____
Square footage (if applicable): _____
3. _____
Square footage (if applicable): _____

Check here if additional pages are attached

It is my intention to bring these unpermitted structure(s) and/or land use(s) into compliance (please check one):

- Prior to final inspection for permit number BP _____; or
- Within _____ days after the final inspection of permit number BP _____

I further acknowledge and agree that a Certificate of Occupancy or letter of completion for BP _____ may not be issued and that a Notice of Non-compliance (Shasta County Code 16.04.050) will be recorded on my property and will not be removed until all required land use and building permit(s) are obtained and finalized AND/OR all unpermitted land use and structures are discontinued or removed and verified by the County. I also understand that the Director of Resource Management or his designee reserve the authority to not accept a letter of intent and may require compliance with land use and building permit requirement prior to approval of BP _____.

Owner Signature: _____ Date: _____

Authorization: Approved Denied Approved with Conditions

Conditions: _____

Signature: _____ Date: _____