Temporary Housing After a Disaster (THAD)
Zoning Clearance Application Instructions

1. A recreation vehicle (RV) may be used as temporary housing unit after a disaster. The RV must have an area to sleep, a kitchen, contain an adequate source of potable water, have a connection to an approved source of electrical power, and have a bathroom with bathing facilities and a toilet. The RV must be connected to sewer, septic, or have a wastewater tank that is located within or outside the RV. All wastewater must be discharged at a wastewater disposal facility licensed by the Environmental Health Division. Please understand composting toilets do not substitute for toilets connected to sewer or septic.

2. To apply for a temporary housing unit, please submit this form and the required site plan of the property. A hand-drawn site plan is permissible.

3. Issuance of a THAD permit does not guarantee issuance of a Building Permit from the Building & Safety Division, or related permits from other divisions such as Public Works and Environmental Health.

4. The temporary housing unit cannot be brought onto the property until the debris from the fire has been removed and the California Department of Toxic Substances (DTSC) has cleared the property for use. Exceptions to this rule may be made on a case-by-case basis after consultation with the Environmental Health Division.

5. Temporary housing units are permitted for one year, during which time, a permit for reconstruction of your home must be submitted. For victims of the Thomas Fire, temporary housing units are permitted for an initial period of 18 months. A subsequent 18-month extension may be permitted, but no later than January 1, 2023, if the temporary housing unit is: (1) connected to a permanent source of potable water (e.g., public water purveyor, water well); (2) connected to an approved source of electrical power; and, (3) continues to comply with the wastewater disposal requirements previously permitted.

6. After a building permit has been issued, the THAD permit will be converted to a Temporary Housing during Construction permit and you will be given an additional 12 months to reconstruct your home. A Zoning Clearance is required to convert the THAD permit to a Temporary Housing during Construction permit.

7. Prior to final approval (e.g., Certificate of Occupancy) given by the Building and Safety Division for your reconstructed home, the temporary housing unit (e.g., RV) must: (1) cease being used for temporary housing; (2) be disconnected from all of the utilities; and, (3) either be removed from the lot or properly stored on the lot in conformance with the Zoning Ordinance.
8. If protected trees have to be removed to accommodate placement of the temporary housing unit, a tree permit may be required. For more information please use this link:


Provide the Following Materials with the Zoning Clearance Application

1. Please provide a drawing for the temporary housing unit which graphically depicts the following:
   a. The property lines
   b. The easements
   c. The trees that will be removed to accommodate the placement of your temporary housing unit
   d. The location of the Temporary Unit
   e. The location of the wastewater facility (i.e.: septic tank and lines or sanitary sewer connection and lines)
   f. The location of water approved water source. If it is a well show the well and tank sites. If it is public water show the lines.
   g. The FEMA floodway

2. **THAD Application Fee** may be paid using cash, credit card, or check payable to the County of Ventura, Planning Division. The fee from the Planning Division for a THAD permit is currently $167. The Ventura County Board of Supervisors adopted a fee waiver for the THAD permit for victims of the Thomas Fire. Similar fee waivers for victims of the Woolsey and Hill Fires are being considered by the Board of Supervisors on December 4, 2018.

3. **Application Form** filled out completely.
Temporary Housing After a Disaster (THAD) Zoning Clearance Application

County of Ventura • Resources Management Agency • Planning Division
800 S. Victoria Ave., Ventura, CA 93009 • (805)654-2488
www.vcrma.org/divisions/planning OR http://venturacountyrecovers.org

Applicant Provided Information

Owner’s Name: ____________________________

Phone: ______________ Cell: ______________ Email: ____________________________

Owner’s Address: ___________________________________________________________ Zip __________

Applicant’s Name: ____________________________

Phone: ______________ Cell: ______________ Email: ____________________________

Applicant’s Address: ___________________________________________________________ Zip __________

Site Address: ________________________________________________________________

Cross Streets: ____________________________ & ____________________________

Assessor Parcel No(s).: _________________________________________________________

Are you removing trees to accommodate the temporary housing unit? Yes____No ____

Do you have debris on the property that has to be removed to allow for the temporary housing unit? □ Yes □ No

Has DTSC inspected your property? □ Yes □ No

Has DTSC cleared your property for construction? □ Yes □ No

Please tell us about the temporary housing unit:

a. Was your house severely destroyed or damaged in the Thomas Fire? □ Yes □ No

b. Will your temporary housing unit be located on the same lot as the house you are reconstructing? □ Yes □ No

c. Were you living in the house before it was destroyed? □ Yes □ No
d. What kind of temporary housing unit are you proposing to occupy?

☐ Recreational Vehicle ☐ Trailer ☐ Manufactured Home
☐ Tiny House on Wheels ☐ Tiny House on the Ground

Will your temporary housing unit have the follow (please check all that apply)?

☐ Kitchen ☐ Bath/Shower ☐ Composting Toilet ☐ Flushing Toilet
☐ Sleeping Area

Will your toilet be connected to sewer, septic, or a wastewater tank?
☐ Sanitary Sewer ☐ Septic ☐ Internal/External Wastewater Tank

How will potable water be provided?
☐ Connection to Public Water Utility ☐ Private Well ☐ Internal Tank

How will electrical power be provided? ☐ Public Utility ☐ Private Utility

e. Your temporary housing unit is permitted for one year, after which, a building permit is required for reconstruction of your home destroyed during the disaster. For victims of the Thomas Fire, your temporary housing unit is permitted for an initial period of 18 months. A subsequent 18-month extension may be permitted if the temporary housing unit is connected to a permanent supply of potable water, connected to an approved electrical source, and is either connected to sewer, septic, or through a wastewater tank. ☐ I understand

f. How was your lot created? ☐ Subdivision Tract Map ☐ Deed ☐ Other, please explain below

☐ I understand

g. Once you obtain a building permit, the temporary housing unit will be converted to a permit (i.e.: “temporary housing during construction” permit) that will allow the temporary housing unit to remain for 12 additional months while you reconstruct your home. ☐ I understand
Applicant Name: ______________________________________________________________________________________

Date Received: ______________________________________________________________________________________

Lot Size: __________ sq. ft. __________ acres

Violation: __________________________ Legal Lot Status: __________________________

Zoning: __________

General Plan Land Use Designation: __________

Area Plan Land Use Designation: __________

LCA contract: __________

Previous permits on site: ____________________________________________________________________________

Sq. ft. of Gross Floor Area Ministerially Allowed for Structure: __________________________

On site hazards: ____________________________________________________________________________________