



CITY OF MURRIETA

Planning Department

1 Town Square
24601 Jefferson Avenue
Murrieta, CA 92562

Application for Land Use and Development

Check one as appropriate:

DEVELOPMENT PLAN CONDITIONAL USE PERMIT REVISED PERMIT

For Planning Office Use Only

Case Number: _____ Date Submitted: _____ Received by: _____

PROJECT INFORMATION

PROJECT TITLE AND DESCRIPTION

Project Name/Name of Center: _____

Related cases filed in conjunction with this request (Is this part of a larger project?): _____

PROPERTY INFORMATION

Assessor's Parcel Number(s): _____

Approximate Gross Acreage/Net Acreage: _____ Current Zoning & GP Designation: _____

Property Address/Location: _____

RDA Project: Yes No

APPLICANT/PROJECT MANAGER/OWNER INFORMATION

PLEASE INDICATE WHICH OF FOLLOWING WILL FUNCTION AS THE CONTACT PERSON FOR THIS PROCESS (SELECT ONLY ONE): Applicant/Developer Project Manager Property Owner Prospective Owner

APPLICANT/DEVELOPER

Contact Name: _____ E-Mail: _____

Company Name: _____ E-Mail: _____

Mailing Address: _____

Street

City

State

ZIP

Daytime Phone No: () _____ Fax No.: () _____

PROJECT MANAGER (Representative for Developer)

Contact Name: _____ E-Mail: _____

Company Name: _____ E-Mail: _____

Mailing Address: _____

Street

City

State

ZIP

Daytime Phone No: () _____ Fax No: () _____

PROPERTY OWNER

Name: _____ E-Mail: _____

Mailing Address: _____

Street

City

State

ZIP

Daytime Phone No: () _____ Fax No: () _____

If the property is owned by more than one person, attach a separate page that references the application case number and lists the names, mailing addresses, and phone numbers of all persons having an interest in the real property or properties involved in this application.

PROSPECTIVE PROPERTY OWNER (If applicable)

Name: _____ E-Mail: _____

Mailing Address: _____

Street

City

State

ZIP

Daytime Phone No: () _____ Fax No: () _____

ACKNOWLEDGMENT OF DEPOSIT BASED PROCESSING OF APPLICATIONS

The signature below acknowledges that the City operates on the basis of full cost recovery for the processing of Planning projects. Deposits made at the time of application may not be sufficient for the processing of the application and additional deposits may be required to cover the cost of reviewing the project. If at any time deposits are insufficient to cover the processing of the application, processing will be stopped until sufficient additional funds are deposited with the City. Lack of sufficient funds on deposit will suspend any required processing time frames.

All signatures must be originals (“wet-signed”). Photocopies of signatures are **not** acceptable.

PRINTED NAME OF APPLICANT

SIGNATURE OF APPLICANT

OWNER CERTIFICATION

I CERTIFY UNDER THE PENALTY OF THE LAWS OF THE STATE OF CALIFORNIA THAT I AM THE PROPERTY OWNER OF THE PROPERTY THAT IS THE SUBJECT MATTER OF THIS APPLICATION AND I AM AUTHORIZING AND DO HEREBY CONSENT TO THE FILING OF THIS APPLICATION AND ACKNOWLEDGE THAT THE FINAL APPROVAL BY THE CITY OF MURRIETA, IF ANY, MAY RESULT IN RESTRICTIONS, LIMITATIONS AND CONSTRUCTION OBLIGATIONS BEING IMPOSED ON THIS REAL PROPERTY.

All signatures must be originals (“wet-signed”). Photocopies of signatures are **not** acceptable.

_____ PRINTED NAME OF OWNER	_____ SIGNATURE OF OWNER
_____ PRINTED NAME OF OWNER	_____ SIGNATURE OF OWNER

Written authorization from the legal property owner is required. An authorized agent for the owner must attach a notarized letter of authorization from the legal property owner.

If the property is owned by more than one person, attach a separate page that references the application case number and lists the names, mailing addresses, and phone numbers of all persons having an interest in the real property or properties involved in this application.

See attached sheet(s) for other property owner’s signatures.

FILING INSTRUCTIONS FOR LAND USE APPLICATION

The following instructions are intended to provide the necessary information and procedures to facilitate the processing of a Land Use application. Your cooperation with these instructions will insure that your application can be processed in the most expeditious manner possible.

THE LAND USE AND DEVELOPMENT FILING PACKAGE MUST CONSIST OF THE FOLLOWING:

PLEASE NOTE: If you are applying for a use which is completely interior, requiring no revisions to the exterior grounds, building architecture, parking or landscaping, you may not need to provide Grading, Landscaping, or Exterior Elevation plans. Please contact the Planning Department to verify submittal requirements.

INITIAL SUBMITTAL:

1. One complete and signed application form.
2. One complete and signed Depositor Application (if a depositor ID has not been previously established). To download this form, go to <http://www.murrieta.org/uploads/forms/finance/Depositor%20Application.pdf>.
3. The appropriate deposit fee for the application type or types. To view the Fee Schedule, go to <http://www.murrieta.org/uploads/forms/planning/08-09%20fees.pdf>

This is a deposit based application and is billed on a time worked basis. Additional funds may/will be requested to cover costs of public hearings, staff reports, etc.

4. Complete the “Environmental Setting” section of this application.
5. Other information including technical studies/reports such as biological surveys and delineations studies and/or a cultural resource assessment will be required as determined by the completed “Environmental Setting” section of this application.
6. One 8 ½” x 11” photocopy of a U.S. Geological Survey Quadrangle Map at a 2400 to 1 scale delineating the site’s boundaries (Note: each photocopy must not have been enlarged or reduced, have a North arrow, scale, quadrangle name, and Section/Township/Range location of the site.) The site must be clearly identified on the map.

For easy access to U.S.G.S. maps, go to:

<http://www.usgs.gov/> or <http://www.terraserver.com/?tid=151>.

7. \$60.00 processing fee payable to “UC Regents” for cultural resources review.
8. Two (2) copies of the Preliminary Title Report (must be prepared within the last 6 months).
9. One copy of the current legal description for each property involved as recorded in the Office of the County Recorder. A copy of a grant deed of each property involved will suffice.
10. If any of the properties involved do not abut a public street, a copy of appropriate documentation of legal access (e.g. recorded easement) for said property shall be provided.
11. Ten (10) full size (24”x 36”) copies of the following exhibits. The exhibit must include the information described in the “Land Use and Development Matrix” section of this application.
 - a. Site plan.
 - b. Conceptual grading plan.
 - c. Conceptual landscape plan.All exhibits must be folded no larger than 8 ½” x 11”.

12. Four (4) full-size (24" x 36") copies and six (6) reduced (11" x 17") of building floor plans and elevations (if any buildings or structures exist and are to remain, or are proposed.) The exhibits shall also include the information described the "Land Use and Development Matrix" section of this application. All exhibits must be folded no larger than 8 1/2" x 11."
13. One (1) copy of reduced (11" x 17") of the following exhibits.
 - a. Site plan
 - b. Conceptual grading plan
 - c. Conceptual landscaping plan
 All exhibits must be folded no larger than 8 1/2" x 11"
14. One (1) copy of 24" x 36" and one copy of reduced (11" x 17") colored elevations.
15. One (1) 8 1/2" x 11" color and material board including samples of all proposed colors and materials.
16. Complete the "Water Quality Management Plan (WQMP) Information" section of this application.
17. If determined by the completed WQMP Checklist for either the Santa Ana River or Santa Margarita River region to be required, two (2) completed copies of the Project Specific Preliminary WQMP and the "Summary of Project-Specific Water Quality Management Plan Requirements" section of this application.
18. Complete the "Hazardous Waste Disclosure Statement" section of this application.
19. For applications pertaining to a particular use (Conditional Use Permit), provide a detailed description of the operational characteristics of the business including, but not limited to, hours of operation, activities performed onsite, estimated customer base and employees.
20. Other information that may include biological surveys, delineations study, cultural resource assessment or other items.
21. Three (3) copies of a traffic assessment report signed by a registered Traffic Engineer report shall be submitted to the City. The report shall follow the criteria outlined by the City's Engineering Department.
22. One (1) recent (less than one-year old) aerial photograph of the entire Project Site with the boundary of the site delineated.
23. A minimum of three (3) ground-level panoramic photographs (color prints) clearly showing the whole project site. Include a location map identifying the position from which the photo was taken and the approximate area of coverage of each photograph.

PRIOR TO SCHEDULING A PUBLIC HEARING:

1. Project Plans - Twelve (12) copies of:
 - a. Site plan (full size 24" x 36")
 - b. Conceptual grading plan (full size 24" x 36")
 - c. Conceptual landscape plans (full size 24" x 36")
 - d. Building plans (floor plans, roof plans, elevations, appropriate detail and/or sections) (2 copies full size 24" x 36" and 10 copies reduced 11" x 17")
 - e. Colored elevations (10 full size 24" x 36" and 2 reduced 11" x 17")
 The exhibits shall also include the information described in the Land Use and Development Matrix. All exhibits must be folded no larger than 8 1/2" x 11."
2. 1 set of ALL plans reduced to 8 1/2" x 11" size.
3. Digital images of the aerial photograph, Site Plan, Building Elevations & Building Floor Plans, the U.S.G.S. Map, and the panoramic photographs of the site in a format acceptable to the Planning Department (e.g. TIFF, GIF, JPEG, PDF).
4. In order to facilitate mailing of public hearing notices to affected properties a complete noticing package is required. The required radius is 500 feet from the exterior boundaries of the property for which the

application is filed. The Director may require additional noticing if determined necessary or desirable or to comply with the “expanded notice” requirements of the Development Code. **Please Note:** Property owner noticing requirements may vary based on the location of the proposed project site.

- a. An assessor’s Parcel Map(s) illustrating the required radius as measured from the exterior boundaries of the subject site, Include all parcels within the radius and all those that touch the radius line. Preferred scale of the map is 1-200 feet, 300 feet, or 400 feet.
- b. If more than one (1) Assessor’s Parcel Map is required to show all of the affected parcels then an index map must be included. The index map must show the entire area affected on ONE SHEET. The required radius boundary line must be drawn on the map and be clearly visible (Preferably in red line). Index map(s) from the Riverside County Tax Assessor’s Office may be used for this purpose.
- c. Two (2) sets of gummed or adhesive labels with the name, address and assessor’s parcel number for every parcel within the required radius. These labels must be based on the latest equalized tax roll from the Riverside County Tax Assessor’s Office.
- d. Include mailing labels for the property owner, applicant, and representative.
- e. A Signed certification letter from the person(s) preparing the list certifying that the information contained therein is accurate and is from the latest Riverside County Tax Assessor’s Rolls. A sample “Public Noticing Certified Property Owner’s List Affidavit” is included at the back of this application.

Information to prepare the above may be obtained from the Riverside County Tax Assessor’s Office. Also, local Title Companies offer this service.

5. Additional deposit, if necessary. There shall be no outstanding fee balance prior to scheduling a hearing.

LAND USE AND DEVELOPMENT MATRIX

The following table lists the minimum information required on the site plan, grading plan, and landscape plan exhibits. IF ANY REQUIRED INFORMATION IS NOT APPLICABLE TO A SPECIFIC PROJECT, A SIGNED LETTER SHALL BE PROVIDED EXPLAINING WHY THE INFORMATION IS NOT NECESSARY. All exhibits must be clearly drawn and legible.

Note: Additional information may be required during review of the proposed land use application, including information not specifically required by this checklist.

C U P	D P	R P	CUP = Conditional Use Permit DP = Development Plan RP = Revised Permit
ALL PLANS: (SITE, CONCEPTUAL GRADING, CONCEPTUAL LANDSCAPE, FLOOR)			
X	X	X	1. Name, Address, and telephone number of applicant.
X	X	X	2. Name, address, and telephone number of land owner.
X	X	X	3. Name, address, and telephone number of exhibit preparer.
X	X	X	4. Assessor's Parcel Numbers and, if available, address of the property.
X	X	X	5. Scale (number of feet per inch) of 1" = 20' or 1" = 40'. Use Engineer's Scale for all maps/exhibits. Architect's scale is only acceptable for floor plans, elevations, and landscape plans. A smaller scale may be used for purposes of providing a cover sheet showing the entire project boundaries on one sheet.
X	X	X	6. North Arrow
X	X	X	7. Date Exhibit Prepared.
X	X	X	8. Title of Exhibit (i.e. "Development Plan", "Revised Permit", "Landscaping Plan", "Conceptual Landscape plan for Dev. Plan", etc.)
X	X	X	9. A detailed project description, including proposed and existing buildings, structures and uses.
X	X	X	10. Complete legal description of property.
X	X	X	11. Overall dimensions and total net and gross acreage of property.
X	X	X	12. Vicinity map, showing site relationship to major highways and cities, and two access roads. (Proposed and existing paved roads will be indicated by heavy lines or noted as paved).
X	X	X	13. Exhibit revision block.
X	X	X	14. Numbered mobile home or recreational vehicle spaces, dwelling units, or lots, and the total number of each type of space, unit, or lot.
X	X	X	15. Location of adjoining property and lot lines.
X	X	X	16. Existing and proposed zoning and land use of property.
X	X	X	17. Existing use and zoning of property immediately surrounding subject property.
X	X	X	18. If project is within a Specific Plan, indicate the Specific Plan Planning Area number and the land use designation of subject property and all surrounding property.
X	X	X	19. If project is within a Community Services District landscape and lighting area, identify the district.
X	X	X	20. Label and describe any land or right-of-way to be dedicated to public or other uses.
X	X	X	21. Location, dimensions, setbacks, and nature of proposed and existing, fences, gates, walls, free standing signs, driveways, turnout and/or turnarounds and curbs, drainage structures, and above and below ground structures including septic subsurface sewage disposal system.
X	X	X	22. Location, dimensions, arrangement, and numbering of parking spaces for existing and/or proposed parking, loading and unloading facilities, identifying ADA parking spaces.
X	X	X	23. Location, dimensions, and cross section of existing and proposed ingress and egress, and methods of vehicular circulation.
X	X	X	24. Location and dimensions of existing dwellings, buildings or other structures, labeled as existing and indicating whether they are to remain or be removed.
X	X	X	25. Location, dimensions, and height of proposed dwellings, buildings, or other structures, labeled as

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			proposed.
X	X	X	26. Setback dimensions of proposed structures and paved areas.
X	X	X	27. Location of trash enclosures with wall height and type of construction including ADA accessible compatibility and trellis detail.
X	X	X	28. Path of travel for ADA from public right-of-way, building to building and trash enclosure.
SITE PLAN:			
X	X	X	1. Names, addresses and phone numbers of utility purveyors and school district(s) including providers of water, sewer, gas, electricity, telephone, and cable television.
X	X	X	2. Names, locations, right-of-way widths, and improvements of adjacent existing and proposed streets and the approximate grades of proposed and existing streets and approximate street centerline radii of curbs. If private streets are proposed, they shall be noted on the tentative map.
X	X	X	3. Typical street improvement cross-section and City standard #.
X	X	X	4. Table indicating area and density calculations with percentage breakdowns, including total area involved, total building area divided by uses, (if applicable), total parking or paved area, total landscaped area, total recreation, and/or open space area. Identify proposed parking spaces.
X	X	X	5. Labeled common areas, open space, and recreational areas, with location, dimensions, acreage, any known proposed uses, and name of proposed owner(s) or entity (ies) who will maintain these areas.
X	X	X	6. Labeled landscaped areas with dimensions and spacing of proposed planters.
X	X	X	7. Square footage calculations per floor and total for each building shown, and per dwelling unit, as applicable.
X	X	X	8. Shaded path of travel for Fire/Emergency access.
CONCEPTUAL GRADING:			
X	X	X	1. Names of utility purveyors and school district(s) including providers of water, sewer, gas, electricity, telephone, and cable television.
X	X	X	2. Location, widths, and improvements of existing and proposed public utility, easements, transmission lines, power and telephone poles, and underground utilities on or abutting the property.
X	X	X	3. Names, locations, right-of-way widths, and improvements of adjacent existing and proposed streets and the approximate grades of proposed and existing streets and approximate street centerline radii of curbs. If private streets are proposed, they shall be notes on the tentative map.
X	X	X	4. List and accurately show all easements of record (by map or instrument number).
X	X	X	5. Streets, alleys, and right-of-ways providing legal access to the property.
X	X	X	6. Typical street improvement cross-section.
X	X	X	7. Existing topography of the property, with the source(s) of the contour lines identified. The contour lines shall extend 300 feet beyond the exterior boundaries of the subject property when adjacent property is unimproved or vacant. When adjacent property is improved or not vacant, contour lines shall extend beyond the exterior boundaries of the subject property a distance sufficient to determine compatibility with adjacent property. Maximum contour interval should be five feet. Flood Control District and Transportation department base maps are acceptable sources of information. Topography from U.S.G.S. maps may be used only when more detailed information is not available. Additional topography may be required if deemed necessary.
X	X	X	8. Preliminary grading including all cut/fill, slopes to scale with setbacks from structures and property lines, the elevations of all individual building pads, the elevations at the perimeter of the subject property, conceptual drainage facilities (including the location of terraces, terrace drains, down drains, brow ditches, V-ditches, and lot to lot drainage facilities), existing topography, and the relationship to adjoining land an development, and any existing grading.
X	X	X	9. Spot Elevations (proposed finished elevations) sufficient to demonstrate that streets, driveways, parking lots, and drainage grades meet minimum requirements. Spot elevations may be necessary at street intersections, end, and cul-de-sacs; beginning and end of all driveways, parking lot outer limits, entrance and end points, and at all grade breaks.
X	X	X	10. When subsurface septic sewage disposal is intended, include and identify the primary sewage disposal system and its 100% expansion area. Identify any proposed cuts and/or fills in the areas of

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			the sewage disposal systems, the elevation of the individual building pads such that there will be gravity feed to the sewage disposal system, and statement signed and with seal, as to the appropriateness of the grading plan with regard to the soils percolation engineer's report. Said statement may be attached to the grading plan or placed upon a blue line copy of the grading plan.
X	X	X	11. Note whether or not land is subject to liquefaction or other geologic hazard, or is within a Special Studies Zone.
X	X	X	12. Note whether or not land is subject to overflow, inundation, or flood hazard.
X	X	X	13. FEMA mapped floodplains and floodways including zone designation.
X	X	X	14. Drainage Plan. The Conceptual Grading plan shall include a conceptual drainage plan showing how all on-site and off-site storm water will be conveyed through the property. The exhibit shall clearly label points of concentration where flows enter or exit the site and indicate the amount of runoff (cubic feet per second – CFS) and the tributary drainage area (acres) at these points. The drainage plan shall acknowledge offsite construction required to collect flows and to discharge them to an adequate outlet. The exhibit shall also clearly label all watercourses, channels, culverts, brow ditches, or other flood control facilities passing through the site and indicate whether they are proposed or existing. Additionally, all facilities shall be labeled with name, owner, maintenance entity, capacity, grades, and dimensions. All easements or right of way shall be shown and their widths indicated. Where calculated flow rates or hydraulic capacities are supplied or where flood control facilities are proposed, the exhibit shall be signed and sealed by a registered civil engineer. In cases where it is not feasible to show the required detail on the exhibit or where offsite improvements or analysis are required, the applicant may submit two (2) copies of a drainage report as a supplement to the exhibit.
X	X	X	15. Centerline curve radii and typical sections of all open channels.
X	X	X	16. Setback dimensions of existing structures and paved areas.
X	X	X	17. Location and amount of flammable/combustible liquids and waste oil both above and below ground.
X	X	X	18. Constrained areas including but not limited to, the following resources and hazards; Slopes in excess of 25%, biologically sensitive areas, archeologically sensitive areas, flood hazard areas, ridgelines, hilltops, and geologically hazardous areas. Within constrained areas, proposed pad locations and driveways must be shown.
X	X	X	19. To show compliance with the Water Quality Management Plan, water quality features or a note describing the site's water quality features shall be shown.
CONCEPTUAL LANDSCAPING:			
X	X	X	1. It is highly recommended that plans be prepared by a licensed landscape architect in the state of California.
X	X	X	2. Location, widths, and improvements of existing and proposed public utility, easements, transmission lines, power and telephone poles, and underground utilities on or abutting the property.
X	X	X	3. List and accurately show all easements of record (by map or instrument number).
X	X	X	4. Table indicating area and density calculations with percentage breakdowns, including total area involved, total building area divided by uses, (if applicable), total parking or paved area, total landscaped area, total recreation, and/or open space area. Identify proposed parking spaces.
X	X	X	5. Labeled common areas, open space, and recreational areas, with location, dimensions, acreage, any known proposed uses, and name of proposed owner(s) or entity (ies) who will maintain these areas. Show/Identify Murrieta Community Services Department (MCSD) areas of landscaping.
X	X	X	6. Labeled landscaped areas with dimensions and spacing of proposed planters. Ensure that all planting areas contain 5 feet of planted area, excluding curbs and adjacent concrete step-out where applicable next to parking stalls.
X	X	X	7. Irrigation and landscaping plans, including size, plant species, spacing proposed, planters and irrigation systems. Incorporate drip irrigation, smart irrigation controller, and plant materials with low-water requirements (hydro-zoned).
X	X	X	8. Identify the square footage of landscape: a. Overall b. Within the right-of-way

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			c. Within bumper overhang
X	X	X	9. Label existing trees to be preserved and/or removed under 16.42 Tree Preservation. Provide detailed information regarding site constraints and protection for all trees to be preserved in place or moved.
X	X	X	10. Indicate that the landscape plans shall comply with all applicable codes of the Murrieta Municipal code – Titles 16.27 and 16.28 and other codes required (16.42).
X	X	X	11. To show compliance with the Water Quality Management Plan, water quality features or a note describing the site’s water quality features shall be shown.
ELEVATIONS/FLOOR PLANS:			
			Dimensioned elevations, including details of proposed materials for elevations, type of construction and occupancy classification per the current Uniform Building Code and floor plans for each building. (Attach to site plan).
X	X	X	Architectural elevations shall include scaled drawings of all sides of all buildings with dimensions indicating proposed and existing heights and any proposed or existing wall signs, HVAC equipment, solar equipment or other equipment mounted on exterior walls or roof. Roof plans must include the height of the parapet, roof height, highest roof deck height and lowest parapet height. Also indicate the height of the tallest equipment. Conceptual sign locations, colors & materials should be identified. No landscaping, figures, or other presentation decorations shall be illustrated on the building elevations.

Additional copies of this application may be obtained from the Planning Department’s Web Page at <http://www.murrieta.org/dev/planning/index.asp>.

ENVIRONMENTAL SETTING

Approximate Gross Acreage/Net Acreage: _____

General location (nearby or cross streets): North of _____, South of _____, East of _____, West of _____.

Precisely describe the existing use and condition of the site: _____

Existing zoning of adjacent parcels: _____

Precisely describe existing uses adjacent to the site: _____

MSHCP Number (if applicable): _____
 Two (2) copies of an MSHCP consistency analyses and appropriate focused surveys are required if the site is in an MSHCP cell.

Describe the plant cover found on the site, including the number and type of all trees: _____

NOTE: EXPLAIN ANY "YES" RESPONSES IN AN ATTACHMENT.

Is the site on filled land, slopes in excess of 10% or located in a canyon? If yes, a geological and/or soils investigation is to accompany this application. Yes No

Has the site been surveyed for historical, paleontological, or archaeological resources? If yes, a copy of the survey is to accompany this application. Yes No

Does the site contain any unique natural, ecological or scenic resources? Yes No

Do any drainage swales or channels border or cross the site? Yes No

Has a traffic study been prepared? If yes, a copy of the study is to accompany this application. Yes No

Is the site in a flood plain? Yes No
If "Yes", a copy of a drainage plan is to accompany this application.

Have any special studies or reports, such as a traffic study, biological report, archaeological report, geological or geotechnical reports, been prepared for the subject property? Yes No
If yes, indicate the type of report(s) and provide a copy: _____

RESIDENTIAL PROJECTS:

Number and type of dwelling units proposed: _____

Density of the proposed project (# of units per net acreage): _____

Type and size of households expected: _____

Will any multi-story units be located adjacent to a highway or freeway? _____

If yes, a noise study is to accompany this application.

COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL PROJECTS:

Indicate specific type of use proposed: _____

List the gross square footage by each type of use: _____

List the gross square footage and number of floors for each building: _____

Estimate employment by shift: _____

Identify any planned outdoor activities: _____

What percentage of the project site will be covered by:
Paving _____% Building _____% Landscaping _____%

ALL PROJECTS

The maximum height of structures _____

Describe the amount and type of off-street parking proposed _____

Describe how drainage will be accommodated _____

Identify any off-site construction (public or private) required to support this project _____

Preliminary grading plans estimate _____ cubic yards of cut and _____ yards of fill.

Will the proposal result in cut or fill slopes steeper than 2:1 or higher than 10 feet?
Yes No

Does the project need to import or export dirt? Yes No

Import _____ Export _____ Neither _____

What is the anticipated source/destination of the import/export?

What is the anticipated route of travel for transport of the soil material?

How many anticipated truckloads? _____ Truck loads.

What is the square footage of usable pad area? (area excluding all slopes) _____ sq. ft.

Give time estimated dates for the following:

- A. Rough Grading _____
- B. Final Grading _____
- C. Start Construction _____
- D. Complete Construction _____
- E. Describe any Project Phasing _____

List all other permits or public agency approvals required of this project _____

NOTE: EXPLAIN ANY "YES" RESPONSES IN ATTACHMENTS:

DURING CONSTRUCTION, WILL THE PROJECT:

- A. Emit dust, ash, smoke, fumes or odors? Yes No
- B. Alter existing drainage patterns? Yes No
- C. Create a substantial demand for energy or water? Yes No
- D. Discharge water of poor quality? Yes No
- E. Increase noise levels on site or for adjoining areas? Yes No
- F. Generate abnormally large amounts of solid waste or litter? Yes No
- G. Use, produce, store, or dispose of potentially hazardous materials such as toxic or radioactive substances, flammables or explosives? Yes No
- H. Require unusually high demands for services such as police, fire, sewer, schools, water, public, recreation, etc.? Yes No
- I. Displace any residential occupants? Yes No

Is water service available at the project site?: Yes No

If “No”, how far must the water line(s) be extended to provide service?
(No. of feet/miles) _____

Is sewer service available at the project site?: Yes No

If “No”, how far must the sewer line(s) be extended to provide service?
(No. of feet/miles) _____

Is a reclaimed water service available at this site? Yes No

If “No”, how far must reclaimed water line(s) be extended to provide service (# of feet) _____

WATER QUALITY MANAGEMENT PLAN (WQMP) INFORMATION

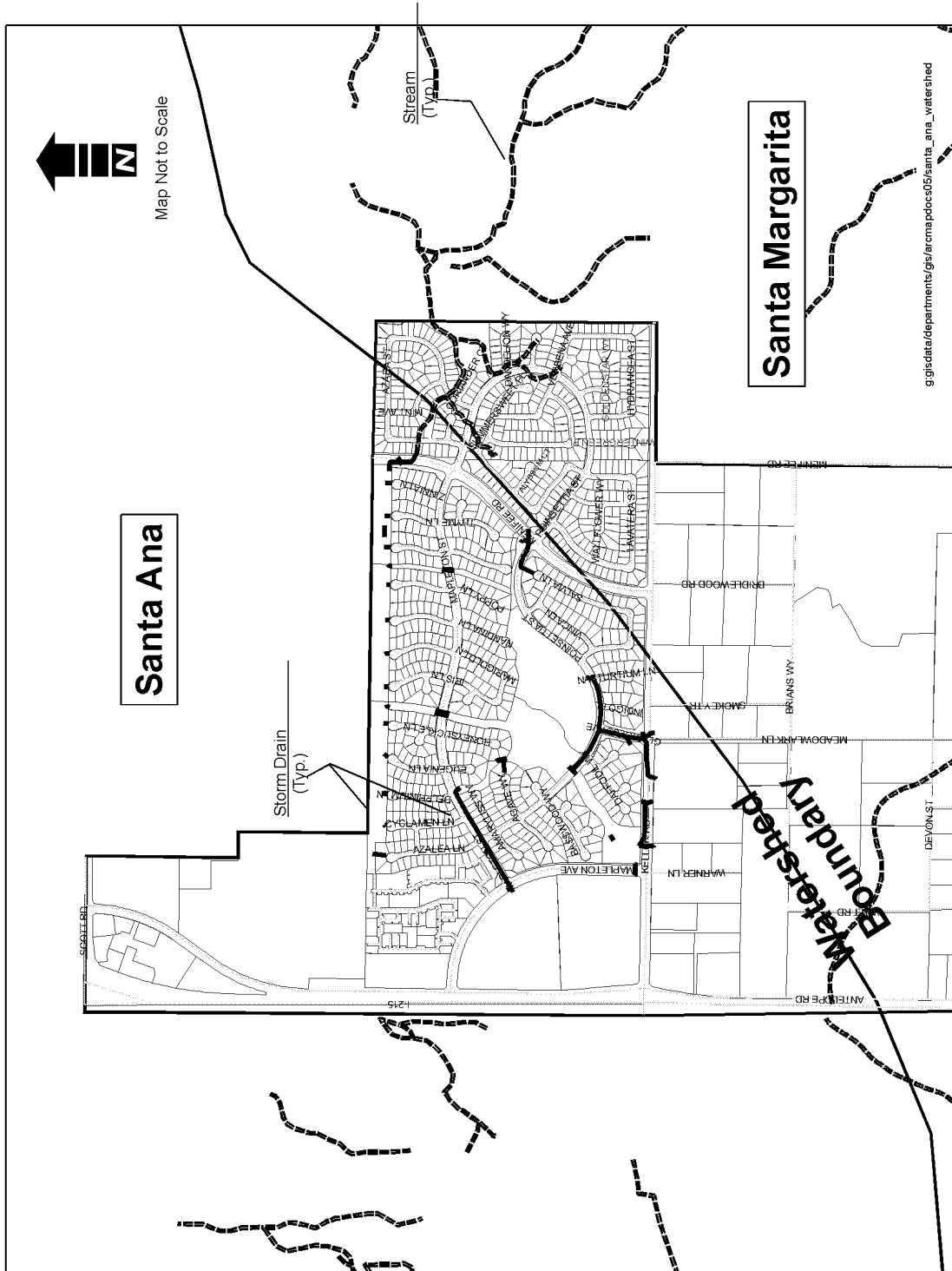
The Santa Ana Region and San Diego Region Regional Water Quality Control Boards have adopted Board Orders R8-2002-0011 and R9-2004-001, respectively, in compliance with the federal National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Clean Water Act requirement. These Board Orders regulate the discharge of pollutants from the County’s MS4, and require the County to implement measures to mitigate the water quality impacts of new developments within its jurisdiction. In compliance with these Board Orders, and beginning January 1, 2005, projects submitted within the western region of the unincorporated area of Riverside County for discretionary approval will be required to comply with the Water Quality Management Plan for Urban Runoff (WQMP). The WQMP addresses post-development water quality impacts from new development and redevelopment projects. The WQMP requirements will vary depending on the project’s geographic location (Santa Ana or Santa Margarita watersheds). The WQMP provides detailed guidelines and templates to assist the developer in completing the necessary studies. These documents are available on-line at: <http://www.floodcontrol.co.riverside.ca.us/waterqualitynpdes.asp>

To comply with the WQMP, a developer may be required to submit a “Project Specific” WQMP. This report is intended to, a) identify potential post-project pollutants and hydrologic impacts associated with the development; b) identify proposed mitigation measures (Best Management Practices – BMPs.) for identified impacts including site design, source control and treatment control post-development BMPs; and c) identify sustain able funding and maintenance mechanisms for the aforementioned BMPs. A template for this report is included as an appendix to the WQMP. Projects requiring Project Specific WQMPs will also need to include a PRELIMINARY Project Specific WQMP along with the application package. The format of the PRELIMINARY report would mimic the format/template of the final report but would be at a much lesser level of detail. For example, points a, b & c above would be covered, rough calculations supporting sizing would be included, and footprint/locations for the BMPs would be identified on the tentative exhibit. Detailed drawings will not be required.

In which one of the following watersheds is the project located? Use the following map to determine the appropriate watershed.

Santa Margarita River - Complete the Santa Margarita Checklist.

Santa Ana River – Complete the Santa Ana Checklist.



SANTA MARGARITA REGION CHECKLIST

Checklist for Identifying Projects Requiring a Project-Specific Water Quality Management Plan (WQMP)

Project File No.	
Project Name:	
Project Location:	
Project Description:	
APN & Tract:	

Proposed Project Consists of or Includes:	Yes	No
<p>Significant Redevelopment includes the addition or creation of 5,000 square feet or more of impervious surface on an existing developed site. This includes, but is not limited to, construction of additional buildings and/or structures, extension of the existing footprint of a building, construction of impervious or compacted soil parking lots. Does not include routine maintenance activities that are conducted to maintain original line and grade, hydraulic capacity, the original purpose of the constructed facility or emergency actions required to protect public health and safety.</p> <p>Note: Where modification to existing development results in an increase of less than 50% of the impervious surface of a previously existing development, and the existing development was not subject to WQMP requirements, WQMP requirements shall apply only to the addition, and not to the entire development.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Residential development of 10 dwelling units or more, including single family and multi-family dwelling units, condominiums, or apartments.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Industrial and commercial development where the land area¹ represented by the proposed map or permit is 100,000 square feet or more, including, but not limited to, non-residential developments such as hospitals, educational institutions, recreational facilities, mini-malls, hotels, office buildings, warehouses, light industrial, and heavy industrial facilities.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Automotive repair facilities engaged in maintenance, mechanical repair, body and upholstery repair, painting, the retreading and glass repair.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Restaurants include all eating and drinking establishments that create more than 5,000 sq. ft. of impervious surface.</p> <p>Note: Restaurants with less than 5,000 sq. ft. of impervious surface shall meet modified WQMP requirements that exclude treatment controls and peak flow criteria.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Hillside development includes any development that creates more than 5,000 sq. ft. of impervious surface located in an area with known erosive soil conditions, and where the project will require grading on natural slopes of 25% or greater.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Environmentally sensitive areas (ESAs) include all development located within or directly adjacent to or discharging directly to an ESA which either creates 2,500 sq. ft. of impervious surface or increases 10% or more of its naturally occurring condition.</p> <p>Note: “Directly adjacent” means situated within 200 feet of the ESA. “Discharging directly to” means outflow from a drainage conveyance system that is composed entirely of flows from the subject development or redevelopment site, and not commingled with flows from adjacent lands.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Parking lots include projects that create 5,000 sq. ft. of impervious surface for temporary parking for storage of motor vehicles. This category includes parking lots associated with any of the developments listed above.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Streets, roads, highways & freeways includes projects that create 5,000 sq. ft. or more of impervious surface for transportations of motor vehicles.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Retail gasoline outlets (RGOs) applies if either the RGO is 5,000 sq. ft. or more or with a projected average daily traffic (ADT) of 100 or more vehicles per day.</p>	<input type="checkbox"/>	<input type="checkbox"/>

¹ Land area is based on acreage disturbed.

DETERMINATION: Circle appropriate determination.

If any question answered “YES”	Project requires a project-specific WQMP. Complete the Summary of Project-Specific WQMP Requirements.
If ALL questions answered “NO”	Project requires incorporation of Site Design Best Management Practices (BMPs) and Source Control BMPs imposed through Conditions of Approval or permit conditions.

SANTA ANA REGION CHECKLIST

Checklist for Identifying Projects Requiring a Project-Specific Water Quality Management Plan (WQMP) within the Santa Ana Region

Project File No.	
Project Name:	
Project Location:	
APN & Tract:	

Proposed Project Consists of or Includes:	Yes	No
<p>Significant Redevelopment includes the addition, creation, or replacement of at least 5,000 square feet of impervious surfaces on an already developed site of a project category or location as listed below in this table. This includes, but is not limited to; the expansion of a building footprint or addition or replacement of a structure; structural development including an increase in gross floor area and/or exterior construction or remodeling; replacement of impervious surface that is not part of a routine maintenance activity; and land disturbing activities related with structural or impervious surfaces.</p> <p>Note: Where modification to existing development results in an increase of less than 50% of the impervious surface of a previously existing development, and the existing development was not subject to WQMP requirements, WQMP requirements shall apply only to the addition, and not to the entire development.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Housing subdivisions of 10 or more dwelling units includes single-family homes, multi-family homes, condominiums, and apartments.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Non-residential development including commercial and industrial projects that create more than 100,000 sq. ft. of impervious surface.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Automotive repair shops includes facilities engaged in maintenance, mechanical repair, body and upholstery repair, painting, tire retreading and repair.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Restaurants include all eating and drinking establishments that create more than 5,000 sq. Ft. of impervious surface.</p> <p>Note: Restaurants with less than 5,000 sq. Ft. of impervious surface shall meet modified WQMP requirements that exclude treatment controls and peak flow criteria.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Hillside development includes any development that creates more than 10,000 sq. ft. of impervious surface located in an area with known erosive soil conditions, and where the project will require grading on natural slopes of 25% or greater.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Environmentally Sensitive Areas (ESAs) includes all development creating 2,500 sq. ft. or more of impervious surface that is adjacent to (within 200 feet) or discharging directly into areas designated in the Santa Ana Basin Plan¹ as waters supporting habitats necessary for the survival and successful maintenance of plants or animal species designated under state or federal law as “rare, threatened, or endangered species (defined in the Basin Plan as “RARE”) or waterbodies listed on the CWA section 303 (d) list of Impaired Bodies².</p> <p>Note: “Discharging directly to” is as defined in the Santa Ana MS4 Permit³.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Parking lots includes projects that create 5,000 sq. ft. or more of impervious surface for temporary parking or storage of motor vehicles. This category includes parking lots associated with any of the developments listed above.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Streets, roads, highways, and freeways. Includes any paved surface that is 5,000 square feet or greater used for the transportation of automobiles. Trucks, motorcycles, and other vehicles.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>Retail Gasoline Outlets (RGOs). Includes RGOs that meet the following criteria; (a) 5,000 square feet or more, or (b) a projected Average Daily Traffic (ADT) of 100 or more vehicles.</p>	<input type="checkbox"/>	<input type="checkbox"/>

¹ Basin Plan for Santa Ana Region can be found at <http://www.waterboards.ca.gov/santaana/pdf/R8BPlan.pdf>
² The most recent CWA Section 303(d) list can be found at http://www.waterboards.ca.gov/tmdl/303d_lists.html
³ Santa Ana MS4 Permit can be found at http://www.waterboards.ca.gov/santaana/html/riverside_permit.html

DETERMINATION: Circle appropriate determination.

If any question answered “YES”	Project requires a project-specific WQMP. Complete the Summary of Project-Specific WQMP Requirements.
If ALL questions answered “NO”	Project requires incorporation of Site Design Best Management Practices (BMPs) and Source Control BMPs imposed through Conditions of Approval or permit conditions.

**SUMMARY OF PROJECT-SPECIFIC WATER QUALITY MANAGEMENT PLAN (WQMP)
REQUIREMENTS**
Public Works Department
NPDES Program
1 Town Square
24601 Jefferson Avenue
Murrieta, CA 92562

PLEASE LIST THE FOLLOWING INFORMATION

Section I. Watershed and Sub-Watershed: _____

Section II. Land-Use Category: _____

Section III. Pollutants (expected and potential): _____

Section IV. Exemption Category: A B C Not Exempt

Section V. Treatment BMP Category(ies): _____

Section VI. Part(ies) responsible for BMP maintenance: _____

Section VII. Funding source(s) for BMP maintenance: _____

HAZARDOUS WASTE SITE DISCLOSURE STATEMENT

Government Code Section 65962.5 requires the applicant for any development project to consult specified state-prepared lists of hazardous waste sites and submit a signed statement to the local agency indicating whether the project is located on or near an identified site. Under the statute, no application shall be accepted as complete without the signed statement.

To search the hazardous waste list go to www.geotracker.swrcb.ca.gov.

I (we) certify that I (we) have investigated our project with respect to its location on or near an identified hazardous waste site and that my (our) answers are true and correct to the best of my (our) knowledge. My (our) investigation has shown that:

- The project is not located on or near an identified hazardous waste site.
- The project is located on or near an identified hazardous waste site.
Please list the location of the hazardous waste site(s) on an attached sheet.

Owner/Representative (1) _____ Date _____

Owner/Representative (2) _____ Date _____

