

DOCKET

11-AFC-4

DATE MAY 16 2012

RECD. MAY 16 2012

From: [North, Tiffany](#)
To: [Bradley Brownlow;](#)
cc: [Martinez, Pierre@Energy;](#)
Subject: Rio Mesa Solar Electric Generating Facility Project - CEC Docket 11-AFC-04
Date: Wednesday, May 16, 2012 7:27:13 AM
Attachments: [Ltr to T Stewart 3 30 12.pdf](#)
[Solar Power Plant Supplemental List.pdf](#)
[Conditional Use Permit Application.pdf](#)

Good morning Brad-

Thank you again for your telephone call on May 2, 2012 advising that your client will be filing a Conditional Use Permit ("CUP") application with the County and submitting a \$20,000 deposit-based fee for the County's internal review of the Rio Mesa Solar Electric Generating Facility project ("Project"). As discussed, a CUP for internal review is the method by which the County has processed other California Energy Commission ("CEC") projects and will facilitate the County's participation in the CEC process. Once the CUP application is received, County departments will review the application as if the Project were actually being entitled by the County and will identify the actions and conditions of approval required to ensure compliance with County laws, ordinances, regulations or standards ("LORS"). The Board of Supervisors will then review, approve and forward these actions and conditions of approval to the CEC in the form of a letter.

As discussed during our telephone call, a development agreement pursuant to Board of Supervisors Policy B-29 will not be required in conjunction with this CUP for internal review because the CUP will not actually be approved. However, a franchise agreement, real property interest agreement or development agreement will be required for the Project if such an agreement is otherwise required by Board Policy B-29.

You also indicated that your client did not want to submit a complete CUP application because a voluminous amount of information regarding the Project is available for public review on the CEC's website. I have discussed this matter with my client. In order for the appropriate County departments to effectively review and comment on the Project, BrightSource must submit a completed CUP application form and 20 copies of the Site Plan containing the information listed in the "Land Use and Development Matrix" beginning on page 16 of the application. These documents must be full-size engineered plans. Twenty copies is less than the 40 copies normally required for desert projects. If there are documents that were prepared as part of the Application for Certification ("AFC") which show the necessary Site Plan elements, BrightSource can submit 20 full-size copies of those documents.

Additionally, the County will need the information requested in the "Solar Power Plants – Supplemental Information List." Again, if there are documents that were prepared as part of the AFC that contain the requested information, BrightSource can submit those documents. If BrightSource plans to use documents that were prepared as part of the AFC to satisfy this requirement, BrightSource must clearly identify and mark where the information requested by the County is located. Complying with this instruction will avoid delays in the County's review.

With respect to your inquiry concerning the need to have the underlying property owners' signatures on the application, copies of the written authorizations of the underlying property owners provided to the CEC will be sufficient.

When BrightSource has the necessary application documents ready, BrightSource should contact me to schedule a meeting with the Planning Department. After initial submittal of the application documents to the Planning Department, we will then schedule a follow-up meeting with BrightSource and the reviewing County departments. The County departments will be advised of the CEC's review process and timelines. If further meetings are necessary with individual departments, I will be happy to facilitate those meetings. Please be advised that it is possible that additional information or documents may be requested during the County review process. As noted, until informed otherwise, I must be in attendance at all meetings and all communications to County departments or personnel must come through

the Office of County Counsel.

Please let me know if you have any questions. For ease of reference, I have attached copies of the CUP application, the Supplemental Information List, and Assistant County Counsel Katherine Lind's letter of March 30, 2012. Since I received a telephone call from Pierre Martinez, Project Manager at the CEC, inquiring about the status of the County's involvement late last week, I've copied Mr. Martinez on this email.

Thank you for your attention to this matter.

Tiffany N. North
Deputy County Counsel
Office of Riverside County Counsel
Telephone (951) 955-6300
Facsimile (951) 955-6363

Please note: Our office is closed every Friday thru fiscal year 2011/2012 per order of the Board of Supervisors on June 15, 2010.

NOTICE: This communication is intended for the use of the individual or entity to which it is addressed and may contain attorney/client information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this communication is not the intended recipient or the employee or agent responsible for delivering this communication to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by reply email or by telephone and immediately delete this communication and all its attachments.

OFFICE OF COUNTY COUNSEL
COUNTY OF RIVERSIDE



PAMELA J. WALLS
County Counsel

KATHERINE A. LIND
Assistant County Counsel

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RIVERSIDE, CA 92501-3674
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March 30, 2012

Via Electronic & U.S. Mail

Mr. Todd Stewart
Senior Director of Project Development
BrightSource Energy, Inc.
1999 Harrison Street, Ste. 2150
Oakland, CA 94612

Re: Rio Mesa Solar Electric Generating Facility (California Energy Commission Docket No. 11-AFC-4)

Dear Mr. Stewart:

BrightSource Energy, Inc. ("BrightSource"), has submitted an application for certification to the California Energy Commission (the "Commission") for its proposed Rio Mesa Solar Electric Generating Facility ("the Project"). The Project consists of three 250-megawatt ("MW") solar concentration thermal power plants situated on Palo Verde Mesa, 13 miles southwest of the City of Blythe. The Project site is not owned by a single individual or entity-- a portion is owned by private parties, a portion is owned by the County of Riverside (the "County"), a portion is owned by the Metropolitan Water District and a portion is federal land administered by the United States Bureau of Land Management.

On January 20, 2012, the County submitted its preliminary comments (the "Comments") on the Project to the Commission. As discussed in detail in the "Comments", because BrightSource has proposed locating part of the Project on County-owned real property, a real property interest agreement consistent with Board of Supervisors Policy B-29 will be required. We understand that BrightSource is requesting that the County proceed expeditiously with the negotiation and consummation of the required agreement. The County is willing to accommodate this request subject to the conditions set forth below.

The County will not be able to proceed without a commitment by BrightSource to pay for the actual costs incurred by the County in negotiating and processing the required agreement. For your information, the County Board of Supervisors on March 27, 2012, conducted and closed a public hearing on Ordinance No. 671.19, an ordinance amending the County land use fee ordinance. Ordinance No. 671.19 provides, *inter alia*, for a new deposit-based actual cost fee in the amount of \$25,000 for the preparation of a real property interest agreement for a project involving a solar power plant. As with all County deposit-based fees, this fee is subject to refund if the fee exceeds the actual costs of providing the service and is subject to increase if the fee proves insufficient to cover actual costs. This amendment will not be effective until June 9, 2012.

Todd Stewart.
BrightSource Energy, Inc.
March 30, 2012

Since the processing fee necessary to allow the County to proceed will not be effective until June 9, 2012, the County generally would not be able to begin processing your request until after that date. If you wish to wait until then, the County will start the process promptly after June 9th upon payment of the required fee. If you wish to request that the County proceed immediately, the County is prepared to accommodate your request provided you are willing to make a voluntary processing cost payment of \$15,000. That payment would be subject to the generally applicable Ordinance No. 671 rules with respect to deposit-based fees (see Ordinance No. 671, Section 1.1) and that payment would constitute a credit against the recently adopted fee as soon as that fee becomes effective. You should also be aware that the County is considering the retention of outside counsel or other consultants to assist in preparing required agreements, and the costs of such counsel or consultants may be included in the actual costs of processing. For your reference, the provisions of Ordinance No. 671 are available on the County website.

Assuming that you wish to proceed immediately, please sign this letter in the space provided below and return it with the voluntary deposit-based payment of \$15,000 to this office to my attention. The payment should be made payable to the Riverside County Transportation and Land Management Agency. It would also serve to expedite processing if you included a legal description, map and preliminary title report for the requested County-owned real property. Upon receipt, we will commence our review and contact you to schedule a meeting.

If you do not wish to proceed immediately, please notify me.

On a separate but related matter, we would remind you of the request by the County in the Comments that BrightSource submit a conditional use permit application for internal County review only and submit a deposit-based fee of \$20,000 to cover the costs of this internal review. The submission of this application is important to facilitate appropriate County participation in the Commission process and will be required to complete the real property interest agreement.

Thank you for your courtesy and cooperation.

Sincerely,

PAMELA J. WALLS
County Counsel



Katherine A. Lind
Assistant County Counsel

BrightSource Energy, Inc. agrees to the above provisions with respect to the voluntary processing cost payment of \$15,000 to allow commencement of processing of a real property interest agreement for the Project and waives any objection to such payment.

BrightSource Energy, Inc. by

Dated: _____



RIVERSIDE COUNTY PLANNING DEPARTMENT

Carolyn Syms Luna
Director

SOLAR POWER PLANTS - SUPPLEMENTAL INFORMATION LIST

The following supplemental information shall be required for an application for a permit for a solar power plant and shall be submitted as an attachment to the Application for Land Use Project.

1. Complete and detailed description and explanation of proposed technology including the use and function of all components and structures.
2. Maximum rated generation capacity and estimated actual annual generation with detailed explanation of such estimate.
3. Is there an executed power purchase agreement? If so, identify the public utility and provide the date of the agreement and the agreement term (including allowed extensions). Provide a copy of the agreement or a detailed statement of the reasons for not providing the agreement copy.
4. What is the requested duration of the permit for the solar power plant? State the reasons for this requested permit duration.
5. Does the project propose use of County real property and require a real property interest agreement? If so, provide a detailed description of the proposed use and identification of the property including a legal description and map. [Please refer to Board of Supervisors Policy No. B-29.](#)
6. Does the project propose use of County right-of-way and require an encroachment permit and franchise agreement? If so, provide a detailed description of the proposed use and identification of the right of way including a legal description and map. [Please refer to Board of Supervisors Policy No. B-29.](#)
7. Does the project propose a development agreement? If so, [please refer to Board of Supervisors Policy No. B-29.](#) See also Riverside County Resolution No. 2012-047 for procedures and requirements for development agreements.
8. Final closure and site restoration plan. A detailed plan for closure and site restoration upon termination of the use of the site for a solar power plant including an explanation of the methodology used in developing the proposed plan and proposed provisions for financial security to ensure implementation of the plan.
9. A site plan drawn in sufficient detail to clearly describe the following:
 - A. Physical dimensions of the property;

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SOLAR POWER PLANTS - SUPPLEMENTAL INFORMATION LIST

- B. Location of existing and proposed structures;
 - C. Existing topography;
 - D. Proposed area of disturbance including grading and removal of vegetation;
 - E. Setbacks;
 - F. Phasing, including a phasing plan description with depiction on a site phasing plan;
 - G. Construction staging or lay down area including all temporary facilities such as, but not limited to, sanitary facilities, construction trailers, housing, and fencing;
 - H. Primary and secondary ingress and egress identifying the location and distance to the nearest County maintained road including:
 - i. Typical Sections;
 - ii. Road surface material;
 - iii. Width and length of access route;
 - iv. Emergency access routes;
 - v. Easement information and permission for utilization of the property under the proposed primary and secondary access paths of travel;
 - I. Electrical transmission lines including:
 - i. Above and below ground distribution lines from the point of generation to tie-in;
 - ii. All easement information and permission for utilization of the property that the proposed transmission line paths of travel will cross;
 - iii. Any proposal for collocation;
 - J. Fully dimensioned plan and elevation details for all footings, proposed fencing, buildings and other structures, inverter pads, inverters, substations, photovoltaic panels, and distribution power poles or undergrounding details.
10. Business plan. The business plan shall provide the following information:
- A. Detailed information on the business organization, experience in developing and operating solar power plants and proposed project financing of the applicant or other proposed solar plant operator;
 - B. A grading and construction plan including grading processes, assembly and installation processes, cable installations, machinery to be used for construction, commencement and length of construction, number of full-time and part-time employees, and employee construction traffic;

SOLAR POWER PLANTS - SUPPLEMENTAL INFORMATION LIST

- C. A maintenance plan and schedule including information on number of full-time and part-time employees, typical annual maintenance schedule, quantity of water required for cleaning, and specifics on chemicals used for cleaning;
 - D. An operations plan including provisions for site security and fire and other emergency service. Information on the number of full-time and part-time operations employees;
 - E. Public utility information including electrical installations, commissioning and start up processes. Utility interconnection data and a copy of written notification to the public utility of the proposed interconnection.
11. Visual Impact Study. A visual impact study showing how the site including offsite access roads and transmission lines will appear to a person driving on local roads, highways, and other vantage points. Exhibits showing how the site looks with and without the facility in place.
12. Glare Study. The glare study shall show the impact of the site as it tracks the sun throughout the day. The study shall analyze potential glare impacts when viewed from aircraft and from ground level.
13. Water Use Report. A water use report shall be provided addressing estimated water usage during both construction and operation of the project and the proposed sources of such water. Retention of a third party certified professional hydrogeologist may be required by the Planning Department to provide independent input and comment. If required by Section 10910 et seq. of the Water Code, a water supply assessment prepared pursuant to those statutes shall be required.
14. All information and reports necessary to permit the County to make the determination required by Section 21080.1 of the Public Resources Code, i.e. the determination whether an environmental impact report, a negative declaration or a mitigated negative declaration shall be required for the project. Reports which may subsequently be required include, without limitation, the following:
- A. A geologic/geotechnical report shall be prepared by a California professional geologist or certified engineering geologist addressing soils, geologic characteristics and geologic hazards;
 - B. A paleontological resources assessment shall be prepared by a qualified paleontologist who is listed on the [County's List of Paleontologists](#);
 - C. A biological report shall be prepared by a qualified biologist currently holding a [Memorandum of Understanding with the County](#);
 - D. A cultural resource report shall be prepared by a County certified professional archaeologist who is listed on the [County's List of Cultural Resources Consultants](#);
 - E. A traffic impact report shall be prepared by a traffic engineer approved by the County Transportation Director.



RIVERSIDE COUNTY PLANNING DEPARTMENT

Carolyn Syms Luna
Director

APPLICATION FOR LAND USE PROJECT

CHECK ONE AS APPROPRIATE:

- | | | |
|---|---|---|
| <input type="checkbox"/> PLOT PLAN | <input type="checkbox"/> CONDITIONAL USE PERMIT | <input type="checkbox"/> TEMPORARY USE PERMIT |
| <input type="checkbox"/> REVISED PERMIT | <input type="checkbox"/> PUBLIC USE PERMIT | <input type="checkbox"/> VARIANCE |

PROPOSED LAND USE: _____

ORDINANCE NO. 348 SECTION AUTHORIZING PROPOSED LAND USE: _____

ALL APPLICATIONS MUST INCLUDE THE INFORMATION REQUIRED UNDER ANY SUPPLEMENTAL INFORMATION LIST APPLICABLE TO THE SPECIFIC PROJECT. ADDITIONAL INFORMATION MAY BE REQUIRED AFTER INITIAL RECEIPT AND REVIEW. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

CASE NUMBER: _____ DATE SUBMITTED: _____

APPLICATION INFORMATION

Applicant's Name: _____ E-Mail: _____

Mailing Address: _____

Street

City

State

ZIP

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

Engineer/Representative's Name: _____ E-Mail: _____

Mailing Address: _____

Street

City

State

ZIP

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

Property Owner's Name: _____ E-Mail: _____

Mailing Address: _____

Street

City

State

ZIP

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

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APPLICATION FOR LAND USE PROJECT

Approximate Gross Acreage: _____

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

Thomas Brothers map, edition year, page number, and coordinates: _____

Project Description: (describe the proposed project in detail)

Related cases filed in conjunction with this application:

Is there a previous application filed on the same site: Yes No

If yes, provide Case No(s). _____ (Parcel Map, Zone Change, etc.)

E.A. No. (if known) _____ E.I.R. No. (if applicable): _____

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: _____

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) _____

Will the project eventually require landscaping either on-site or as part of a road improvement or other common area improvements? Yes No

Is sewer service available at the site? Yes No

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

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

How much grading is proposed for the project site?

Estimated amount of cut = cubic yards: _____

APPLICATION FOR LAND USE PROJECT

Estimated amount of fill = cubic yards _____

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.

Is the project located within 8½ miles of March Air Reserve Base? Yes No

If yes, will any structure exceed fifty-feet (50') in height (above ground level)? Yes No

Is the project located within 1000 feet of a military installation, beneath a low-level flight path or within special use airspace as defined in Section 21098 of the Public Resources Code, and within an urbanized area as defined by Section 65944 of the Government Code? (See California Office of Planning and Research website: <http://cmluca.projects.atlas.ca.gov/>) Yes No

Is the project located within the boundaries of an Airport Land Use Compatibility Plan adopted by the Riverside County Airport Land Use Commission? Yes No

Does the project area exceed one acre in area? Yes No

Is the project located within any of the following watersheds (refer to Riverside County Land Information System (RCLIS) (<http://www3.tlma.co.riverside.ca.us/pa/rclis/index.html>) for watershed location)?

Santa Ana River Santa Margarita River San Jacinto River Whitewater River

APPLICATION FOR LAND USE PROJECT

HAZARDOUS WASTE AND SUBSTANCES 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 and any alternatives are located on an identified site and shall specify any lists. Under the statute, no application shall be accepted as complete without this signed statement.

I (We) certify that I (we) have investigated our project and any alternatives with respect to its location on an identified hazardous waste site contained on all lists compiled pursuant to Government Code Section 65962.5 and that my (our) answers are true and correct. My (Our) investigation has shown that:

The development project and any alternatives proposed in this application are not contained on the lists compiled pursuant to Section 65962.5 of the Government Code.

The development project and any alternatives proposed in this application are contained on the lists compiled pursuant to Section 65962.5 of the Government Code. Accordingly, the following information is provided and incorporated herein. Attach a separate sheet setting forth the following information with respect to each list.

Name of Applicant:

Address:

Phone number:

Address of site (street name and number if available, and ZIP Code):

Local Agency: County of Riverside

Assessor's Book Page, and Parcel Number:

Specify any list pursuant to Section 65962.5 of the Government Code:

Regulatory Identification number:

Date of list:

Applicant (1) _____ Date _____

Applicant (2) _____ Date _____

HAZARDOUS MATERIALS DISCLOSURE STATEMENT

[Government Code Section 65850.2](#) requires the owner or authorized agent for any development project to disclose whether:

1. Compliance will be needed with the applicable requirements of Section 25505 and Article 2 (commencing with Section 25531) of Chapter 6.95 of Division 20 of the Health and Safety Code or the requirements for a permit for construction or modification from the air pollution control district or air quality management district exercising jurisdiction in the area governed by the County.

Yes No

APPLICATION FOR LAND USE PROJECT

2. The proposed project will have more than a threshold quantity of a regulated substance in a process or will contain a source or modified source of hazardous air emissions.

Yes No

I (we) certify that my (our) answers are true and correct.

Owner/Authorized Agent (1) _____ Date _____

Owner/Authorized Agent (2) _____ Date _____

APPLICATION FOR LAND USE PROJECT

Checklist for Identifying Projects Requiring a Project-Specific Water Quality Management Plan (WQMP) within the Santa Ana River Region¹		
Project File No.		
Project Name:		
Project Location:		
Project Description:		
Project Applicant Information:		
Proposed Project Consists of, or includes:		
Significant Redevelopment: 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.	<input type="checkbox"/>	<input type="checkbox"/>
Residential development of 10 dwelling units or more, including single family and multi-family dwelling units, condominiums, or apartments.	<input type="checkbox"/>	<input type="checkbox"/>
Industrial and commercial development where the land area ² 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.	<input type="checkbox"/>	<input type="checkbox"/>
Automotive repair shops (Standard Industrial Classification (SIC) Codes 5013–Motor vehicle supplies or parts, 5014–Tires & Tubes, 5541–Gasoline Service Stations, 7532–Top, Body & Upholstery Repair Shops and Paint Shops, 7533–Automotive Exhaust System Repair Shops, 7534–Tire Retreading and Repair Shops, 7536–Automotive Glass Replacement Shops, 7537–Automotive Transmission Repair Shops, 7538–General Automotive Repair Shops, 7539–Automotive Repair Shops, not elsewhere classified)	<input type="checkbox"/>	<input type="checkbox"/>
Restaurants disturbing greater than 5,000 square feet. (Standard Industrial Classification (SIC) Code 5812: Establishments primarily engaged in the retail sale of prepared food and drinks for on-premise or immediate consumption, including, but not limited to: Automats (eating places), Beaneries, Box lunch stands, Buffets (eating places), Cafes, Cafeterias, Carry-out restaurants, Caterers, Coffee shops, Commissary restaurants, Concession stands, prepared food (e.g., in airports and sports arenas), Contract feeding, Dairy bars, Diners (eating places), Dining rooms, Dinner theaters, Drive-in restaurants, Fast food restaurants, Food bars, Food service (institutional), Frozen custard stands, Grills, (eating places), Hamburger stands, Hot dog (frankfurter) stands, Ice cream stands, Industrial feeding, Lunch bars, Lunch counters, Luncheonettes, Lunchrooms, Oyster bars, Pizza parlors, Pizzerias, Refreshment stands, Restaurants, Sandwich bars or shops, Snack shops, Soda fountains, Soft drink stands, Submarine sandwich shops, and Tea rooms.)	<input type="checkbox"/>	<input type="checkbox"/>
Hillside development that creates 10,000 square feet or more, of impervious surface(s) including developments in areas with known erosive soil conditions or where natural slope is 25 percent or more.	<input type="checkbox"/>	<input type="checkbox"/>
Developments creating 2,500 square feet or more of impervious surface that is adjacent to (within 200 feet) or discharging directly into areas designated in the Basin Plan ³ as waters supporting habitats necessary for the survival and successful maintenance of plant or animal species designated under state or federal law are rare, threatened, or endangered species (denoted in the Basin Plan as the "RARE" beneficial use) or waterbodies listed on the CWA Section 303(d) list of Impaired Waterbodies ⁴ . "Discharging directly to" means Urban Runoff from subject Development or Redevelopment site flows directly into aforementioned waterbodies. Urban Runoff is considered a direct discharge unless it first flows through a) a municipal separate storm sewer system (MS4) that has been formally accepted by and is under control and operation of a municipal entity; b) a separate conveyance system where there is co-mingling of flows with off-site sources; or c) a tributary or segment of a water body that is not designated with "RARE" beneficial uses nor listed on the 303(d) list before reaching the water body or segment designated as RARE or 303(d) listed.	<input type="checkbox"/>	<input type="checkbox"/>
Parking lots of 5,000 square feet or more of impervious surface exposed to Urban Runoff, where "parking lot" is defined as a site or facility for the temporary storage of motor vehicles.	<input type="checkbox"/>	<input type="checkbox"/>
¹ Includes San Jacinto River watershed. ² Land area is based on acreage disturbed. ³ The Basin Plan for the Santa Ana River Basin, which has beneficial uses for Receiving Waters listed in Chapter 3, can be viewed or downloaded from http://www.waterboards.ca.gov/rwqcb8/water_issues/programs/basin_plan/index.shtml . ⁴ The most recent CWA Section 303(d) list can be found at http://www.waterboards.ca.gov/rwqcb8/water_issues/programs/tmdl/303d.shtml .		
DETERMINATION: Circle appropriate determination.		
If any question answered "YES"	Project requires a project-specific WQMP.	
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.	

APPLICATION FOR LAND USE PROJECT

Checklist for Identifying Projects Requiring a Project-Specific Water Quality Management Plan (WQMP) within the Santa Margarita River Region		
Project File No.		
Project Name:		
Project Location:		
Project Description:		
Project Applicant Information:		
Proposed Project Consists of, or includes:		YES NO
Significant Redevelopment: 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. [Note: Where redevelopment results in an increase of less than 50% of the impervious surfaces of a previously existing development, and the existing development was not subject to SUSMP requirements, the requirement for treatment control BMPs [MS4 Permit requirement F.2.b(3)]. applies only to the addition, and not to the entire development.]		<input type="checkbox"/> <input type="checkbox"/>
Housing subdivisions of 10 or more dwelling units. Includes single-family homes, multi-family homes, condominiums, and apartments.		<input type="checkbox"/> <input type="checkbox"/>
Commercial development greater than 100,000 square feet. Defined as any development on private land that is not for heavy industrial or residential uses where the land area for development is greater than 100,000 square feet. Includes, but is not limited to: hospitals; laboratories and other medical facilities; educational institutions; recreational facilities; municipal facilities; commercial nurseries; multi-apartment buildings; car wash facilities; mini-malls and other business complexes; shopping malls; hotels; office buildings; public warehouses; automotive dealerships; airfields; and other light industrial facilities.		<input type="checkbox"/> <input type="checkbox"/>
Automotive repair shops. (Standard Industrial Classification (SIC) Codes 5013–Motor vehicle supplies or parts, 5014–Tires & Tubes, 5541–Gasoline Service Stations, 7532–Top, Body & Upholstery Repair Shops and Paint Shops, 7533–Automotive Exhaust System Repair Shops, 7534–Tire Retreading and Repair Shops, 7536–Automotive Glass Replacement Shops, 7537–Automotive Transmission Repair Shops, 7538–General Automotive Repair Shops, 7539–Automotive Repair Shops, not elsewhere classified)		<input type="checkbox"/> <input type="checkbox"/>
Restaurants. (Standard Industrial Classification (SIC) Code 5812: Establishments primarily engaged in the retail sale of prepared food and drinks for on-premise or immediate consumption, including, but not limited to: Automats (eating places), Beaneries, Box lunch stands, Buffets (eating places), Cafes, Cafeterias, Carry-out restaurants, Caterers, Coffee shops, Commissary restaurants, Concession stands, prepared food (e.g., in airports and sports arenas), Contract feeding, Dairy bars, Diners (eating places), Dining rooms, Dinner theaters, Drive-in restaurants, Fast food restaurants, Food bars, Food service (institutional), Frozen custard stands, Grills, (eating places), Hamburger stands, Hot dog (frankfurter) stands, Ice cream stands, Industrial feeding, Lunch bars, Lunch counters, Luncheonettes, Lunchrooms, Oyster bars, Pizza parlors, Pizzerias, Refreshment stands, Restaurants, Sandwich bars or shops, Snack shops, Soda fountains, Soft drink stands, Submarine sandwich shops, and Tea rooms.) Where the land area for development is greater than 5,000 square feet. Restaurants where land development is less than 5,000 square feet shall meet all SUSMP requirements except for treatment control BMPs [MS4 Permit requirement F.2.b(3)] and peak flow management [MS4 Permit requirement F.2.b(2)(a)].		<input type="checkbox"/> <input type="checkbox"/>
All Hillside development greater than 5,000 square feet. Any development that creates greater than 5,000 square feet of impervious surface which is located in an area with known erosive soil conditions, where the development will include grading on any natural slope that is 25% or greater.		<input type="checkbox"/> <input type="checkbox"/>
Environmentally Sensitive Areas (ESAs) ¹ . All development located within or directly adjacent to or discharging directly to an ESA (where discharges from the development or redevelopment will enter receiving waters within the ESA), which either creates 2,500 square feet of impervious surface on a proposed project site or increases the area of imperviousness of a proposed project site to 10% or more of its naturally occurring condition. "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.		<input type="checkbox"/> <input type="checkbox"/>
Parking lots of 5,000 sq. ft. or more. A land area or facility for the temporary parking or storage of motor vehicles used personally for business or commerce.		<input type="checkbox"/> <input type="checkbox"/>
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.		<input type="checkbox"/> <input type="checkbox"/>
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.		<input type="checkbox"/> <input type="checkbox"/>
¹ Areas "in which plant or animal life or their habitats are either rare or especially valuable because of their special nature or role in an ecosystem and which would easily be disturbed or degraded by human activities and developments. ESAs subject to urban runoff requirements include, but are not limited to: all CWA Section 303(d) impaired water bodies; areas designated as Areas of Special Biological Significance by the Basin Plan; water bodies designated with a RARE beneficial use in the Basin Plan; areas within the Western Riverside County Multiple Species Habitat Conservation Plan area that contain rare or especially valuable plant or animal life or their habitat; and any other equivalent environmentally sensitive areas that the Permittees have identified. The Basin Plan for the San Diego Basin (beneficial uses listed in Chapter 2) can be viewed or downloaded from http://www.waterboards.ca.gov/rwqcb9/water_issues/programs/basin_plan/index.shtml . The most recent CWA Section 303(d) list can be found at http://www.waterboards.ca.gov/rwqcb9/water_issues/programs/303d_list/index.shtml .		
DETERMINATION: Circle appropriate determination.		
If <u>any</u> question answered "YES"	Project requires a project-specific WQMP.	
If <u>all</u> 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.	

APPLICATION FOR LAND USE PROJECT

Checklist for Identifying Projects Requiring a Project-Specific Water Quality Management Plan (WQMP) within the Whitewater River Region		
Project File No.		
Project Name:		
Project Location:		
Project Description:		
Project Applicant Information:		
Proposed Project Consists of, or includes:		
	YES	NO
Single-family hillside residences that create 10,000 square feet, or more, of impervious area where the natural slope is 25% or greater.	<input type="checkbox"/>	<input type="checkbox"/>
Single-family hillside residences that create 10,000 square feet of impervious area where the natural slope is 10% or greater where erosive soil conditions are known.	<input type="checkbox"/>	<input type="checkbox"/>
Commercial and Industrial developments of 100,000 square feet or more.	<input type="checkbox"/>	<input type="checkbox"/>
Automotive repair shops (Standard Industrial Classification (SIC) Codes 5013–Motor vehicle supplies or parts, 5014–Tires & Tubes, 5541–Gasoline Service Stations, 7532–Top, Body & Upholstery Repair Shops and Paint Shops, 7533–Automotive Exhaust System Repair Shops, 7534–Tire Retreading and Repair Shops, 7536–Automotive Glass Replacement Shops, 7537–Automotive Transmission Repair Shops, 7538–General Automotive Repair Shops, 7539–Automotive Repair Shops, not elsewhere classified)	<input type="checkbox"/>	<input type="checkbox"/>
Retail gasoline outlets disturbing greater than 5,000 square feet.	<input type="checkbox"/>	<input type="checkbox"/>
Restaurants disturbing greater than 5,000 square feet. (Standard Industrial Classification (SIC) Code 5812: Establishments primarily engaged in the retail sale of prepared food and drinks for on-premise or immediate consumption, including, but not limited to: Automats (eating places), Beaneries, Box lunch stands, Buffets (eating places), Cafes, Cafeterias, Carry-out restaurants, Caterers, Coffee shops, Commissary restaurants, Concession stands, prepared food (e.g., in airports and sports arenas), Contract feeding, Dairy bars, Diners (eating places), Dining rooms, Dinner theaters, Drive-in restaurants, Fast food restaurants, Food bars, Food service (institutional), Frozen custard stands, Grills, (eating places), Hamburger stands, Hot dog (frankfurter) stands, Ice cream stands, Industrial feeding, Lunch bars, Lunch counters, Luncheonettes, Lunchrooms, Oyster bars, Pizza parlors, Pizzerias, Refreshment stands, Restaurants, Sandwich bars or shops, Snack shops, Soda fountains, Soft drink stands, Submarine sandwich shops, and Tea rooms.)	<input type="checkbox"/>	<input type="checkbox"/>
Home subdivisions with 10 or more housing units.	<input type="checkbox"/>	<input type="checkbox"/>
Parking lots of 5,000 square feet or more, or with 25 or more parking spaces, and potentially exposed to Urban Runoff.	<input type="checkbox"/>	<input type="checkbox"/>
DETERMINATION: Circle appropriate determination.		
If any question answered “YES”	Project requires a project-specific WQMP.	
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.	

APPLICATION FOR LAND USE PROJECT

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) REQUIREMENTS

In 1987, Congress amended the Clean Water Act to require the permitting of stormwater discharges from municipal storm drain systems. The Riverside County Board of Supervisors adopted [Riverside County Ordinance No. 754](#) establishing stormwater/urban runoff management and discharge controls to protect and enhance the water quality of Riverside County watercourses, water bodies, groundwater, and wetlands in a manner pursuant to and consistent with the Federal Clean Water Act.

Preventing pollution is much easier, and less costly than cleaning up polluted stormwater. Runoff from construction and grading sites can carry sediments and other pollutants into storm drains. Also, a developed site can contribute damaging new pollutants to the surrounding environment. A variety of "best management practices" (BMPs) can be used to prevent different types of stormwater pollution. Construction-related water quality impacts shall be addressed in accordance with County Ordinances, and shall comply with the Regional Water Quality Control Board Construction Permit, where applicable. New developments and redevelopments within the Santa Ana and Santa Margarita watershed regions of Riverside County must mitigate their post construction water quality impacts by complying with Section 6 of the Riverside County Drainage Area Management Plan (DAMP). New developments and redevelopments within the Whitewater watershed region of Riverside County must mitigate their post construction water quality impacts by complying with Section 4 of the Whitewater River Region Stormwater Management Plan (SWMP). Some development and redevelopment projects may be required to submit a project-specific WQMP in compliance with Section 6 of the DAMP and Section 4 of the SWMP. These documents are available on-line at:

http://rcflood.org/downloads/NPDES/Documents/SA_SM_DAMP/DAMP_App-O_WQMP_2009-01-22.pdf

http://rcflood.org/downloads/NPDES/Documents/WW_SWMP_WQMP/Jan_2011_WQMP_Guidance_Revised_1-9-12.pdf

and,

http://rcflood.org/downloads/NPDES/Documents/SA_SM_DAMP/DAMP_App-O_WQMP-Template_2009-01-22.dot

<http://rcflood.org/downloads/NPDES/Documents/Developers/WhitewaterWQMPtemplate.dot>

Noncompliance with [Riverside County Ordinance No. 754](#) may result in the imposition of substantial penalties by the local Regional Water Quality Control Board.

APPLICATION FOR LAND USE PROJECT

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 PROJECT FILING PACKAGE MUST CONSIST OF THE FOLLOWING:

1. One completed and signed application form.
2. 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.
3. 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.
4. Thirty-five (35) copies (40 if submitted at the Palm Desert Planning Office) of Exhibit "A" (Site Plan). The exhibit must also include the information described in the applicable application type column of the Land Use and Development Matrix. All exhibits must be folded no larger than 8½" x 14."
5. If any buildings or structures exist and are to remain, or are proposed, a minimum of six (6) copies (9 if submitted at the Palm Desert Planning Office) of building floor plans (Exhibit "C") and elevations (Exhibit "B"). The exhibits shall also include the information described in items 1 through 7 of the Land Use and Development Matrix. All exhibits must be folded no larger than 8½" x 14."
6. One (1) recent (less than one-year old) aerial photograph of the entire Project Site with the boundary of the site delineated.
7. Two 8½" x 11" photocopies of a U. S. Geological Survey Quadrangle Map delineating the Site 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.)
8. A minimum of three (3) ground-level panoramic photographs (color prints) clearly showing the whole project site. Include a locational map identifying the position from which the photo was taken and the approximate area of coverage of each photograph.
9. Digital images of the aerial photograph, Exhibit A (Site Plan), Exhibit B (Building Elevations) & Exhibit C (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)
10. Two (2) completed copies of the Project Specific Preliminary WQMP for the applicable watershed, if required.
11. Deposit-based fees for the applicable application type or types, and Environmental Assessment (EA) deposit-based fee. EA fee required if noted on the Planning Department's Fee Schedule, unless otherwise determined.

APPLICATION FOR LAND USE PROJECT

THE FOLLOWING ADDITIONAL ITEMS, OR MODIFICATIONS, OR DELETIONS ARE APPLICABLE FOR THE FOLLOWING APPLICATION "TYPES"

VARIANCE

A written statement of the specific provisions of County Ordinance No. 348 for which the variance is requested and the variance that is requested.

TEMPORARY USE PERMIT

If the proposed Temporary Use Permit is not to exceed a 6-month period, an Environmental Assessment Deposit-Based Fee, will not be required.

PLOT PLAN

If the proposed Plot Plan is for a "**Disguised Wireless Communication Facility**" and is located in a non-residential zoning classification, as described in Section 19.404 of County Ordinance No. 348, an Environmental Assessment Deposit-Based Fee, will not be required at the time of case submittal. However, if during the review process, a request for a public hearing were received, the application would be reclassified as a plot plan that is subject to CEQA.

That would necessitate the payment of additional fees (the difference between the filing fees for an "Exempt from CEQA/Agency Review" plot plan and a "Not Exempt from CEQA" plot plan) for the plot plan, a deposit-based fee for an Environmental Assessment, and the collection of fees for CEQA Notification/Fish and Game Fees.

Please identify, within the project description, what type of wireless communication facility is being proposed.

The Site Plan exhibits must be prepared by a California licensed land surveyor or registered civil engineer, and must show all of the required items listed in Section 19.409 of County Ordinance No. 348; as well as those listed items (within the applicable case type column) as identified on the Land Use and Development Matrix.

The following information, as required by the Riverside County Information Technology/ Communications Bureau/Engineering Division's Site Planning Criteria, shall be provided either on the site plan exhibit(s), or under separate attachment:

1. Identify specific Frequencies to be licensed with the Federal Communications Commission (FCC).
2. Identify aggregate sector Effective Radiated Power (ERP) to be licensed.
3. Identify Antenna(s) model/ gain; Height Above Ground (AGL).
4. Identify site Coordinates (Latitude/Longitude) in NAD83; site Above Mean Sea Level (AMSL).
5. Provide the Radio Frequency (RF) field strength intensity in terms of dbm/dbu (standard power parameters), and minimum power level required to achieve desired level of reliability for RF coverage.

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6. Provide RF propagation coverage maps with legend depicting field strength intensity specifications in dbm/dbu, coordinates, main thoroughfares/key landmarks. Ensure USER FRIENDLY maps that enhance understanding by the Planning Commission and Planning Department.
7. Provide three sets of RF propagation maps; one which depicts the respective problem area without the proposed new site. Secondly, depict solely the desired coverage area with the new site operational. Finally, depict the composite cell with the new site operational.
8. Certify that alternative sites/antenna structure specifications in the respective cell have been considered and will not satisfy your requirements. Be prepared to provide RF propagation maps to justify your conclusions.
9. Conduct RF intermodulation/interference studies for facilities within 2,500 feet or co-located with County Public Safety radio communications sites. Carriers operating in the 800 MHz Band will acknowledge that their respective applications will be conditioned to require mitigation of any RF interference impacting County Public Safety radio communications.
10. Certify Federal Aviation Administration (FAA) Studies and FCC tower registration completion for sites in close proximity to County airports.
11. Certify that RF Radiation Emission Hazard Safety Studies have been completed to comply with FCC licensing directives.

Additional requirements are as follows:

1. Three (3) copies of propagation diagrams showing the existing network coverage within one (1) mile of the site and the proposed coverage based upon the proposed facility at the proposed height.
2. Three (3) copies of photo simulations showing the proposed facility from all public roads and all residential developments within a ½ mile radius of the site.
3. A letter stating whether Federal Aviation Administration (FAA) clearance is required. If FAA clearance is required, a letter stating the type of lighting necessary and the tower color.
4. A fully executed copy of the lease or other agreement entered into with the owner of the underlying property, in accordance with Section 19.409.a.(7) of County Ordinance No. 348.
5. A list of all towers owned by the applicant located within Riverside County, in accordance with Section 19.409.a.(8) of County Ordinance No. 348.
6. Any proposed wireless communication facility located within an Alquist-Priolo Earthquake Fault Hazard Zone, County Fault Zone, or within one hundred fifty (150) feet of any other active or potentially active fault, shall submit a detailed fault hazard evaluation prepared by a California registered geologist or certified engineering geologist.

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7. Any proposed wireless communication towers located within a County Liquefaction Zone shall submit a detailed liquefaction hazard evaluation prepared by a California registered geologist, certified engineering geologist, or qualified professional engineer, as appropriate.
8. The proposed Wireless Communication Facility must be designed to comply with Section 19.410 of County Ordinance No. 348, as it relates to the following applicable development standards:
 - A. Area Disturbance
 - B. Height Limitations
 - C. Community and Biological Impacts
 - D. Landscaping
 - E. Lighting
 - F. Noise
 - G. Parking
 - H. Paved Access
 - I. Power and Communications Lines
 - J. Roof-Mounted Facilities
 - K. Sensitive Viewshed
 - L. Setbacks
 - M. Support Facilities
 - N. Treatment
9. Current processing deposit-based fee.

Concealed wireless communication facilities are defined as facilities that blend into the environment so as not to be seen at all, or, if seen, not to be recognizable as a wireless communication facility. Such facilities include, but are not limited to, architecturally screened roof-mounted facilities, façade-mounted design features, clock tower facilities and entry statement signage facilities. The Planning Director shall make the final determination as to whether a proposed wireless communication facility constitutes a concealed wireless communication facility.

Concealed Wireless Communication Facilities are allowed in any zoning classification with an approved plot plan that is not subject to the California Environmental Quality Act (CEQA) and that is not transmitted to any governmental agency other than the County Planning Department (as known as a Minor Plot Plan.) No public hearing will be required for applications of this type, unless the action is appealed.

An application for a wireless communication facility shall not be approved unless: 1) the facility is designed so that it is not visible at all, or, if visible, it is not recognizable as a wireless communication facility, 2) supporting equipment is located entirely within an equipment enclosure that is architecturally compatible with the surrounding area or is screened from view, 3) the application has met the processing requirements, as well as the location and development standards, set forth in Article XIXg (Wireless Communication Facilities) of County Ordinance No. 348; and, 4) the application has met the Requirements for Approval set forth in Section 18.30 of County Ordinance No. 348.

The following is the minimum information required on the site plan exhibit. The information below consists of detailed descriptions of information required on primary exhibits, as indicated on the Land Use and Development Matrix.

SPOT ELEVATIONS

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, ends, and cul-de-sacs; beginning and end of all driveways, parking lot outer limits, entrance and end points, and at all grade breaks.

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CONSTRAINED AREA

Constrained areas may include, but are not limited to, the following resources and hazards: Slopes in excess of 25%, biologically sensitive areas, archaeologically sensitive areas, flood hazard areas, ridgelines, hilltops, and geologically hazardous areas. Within constrained areas, proposed pad locations and driveways must be shown.

SITE GRADING, SUBSURFACE DISPOSAL REQUIREMENTS

When subsurface disposal is proposed, include and identify the primary sewage disposal system and its 100% expansion area. Identify any proposed cuts and/or fills in the areas of 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.

DRAINAGE PLAN

The Primary Exhibit shall include a conceptual drainage plan showing how all on-site and off-site stormwater 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 rights 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.

WATER QUALITY MANAGEMENT PLAN (WQMP)

The Santa Ana, San Diego, and Colorado River Regional Water Quality Control Boards have adopted Board Orders R8-2002-0011, R9-2004-001, and R7-2008-0001, respectively, in compliance with the federal National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Clean Water Act requirements. These Board Orders regulate the discharge of pollutants from the County's MS4 permit, 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, projects submitted within the certain portions 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 River, San Jacinto River, Santa Margarita River or Whitewater River 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://rcflood.org/downloads/NPDES/Documents/SA_SM_DAMP/DAMP_App-O_WQMP-Template_2009-01-22.dot

<http://rcflood.org/downloads/NPDES/Documents/Developers/WhitewaterWQMPtemplate.dot>

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To comply with the WQMP, a developer must 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 sustainable 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 subdivision 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.

FLOOR PLANS AND ELEVATIONS

All floor plans and elevation exhibits shall include the information listed on items 1 through 7 of the Land Use Application Matrix. In addition, 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. A Conceptual Sign Program can be presented on the building architectural elevations or as a separate exhibit. No landscaping, figures, or other presentation decorations shall be illustrated on the building elevations.

If you have any questions concerning your application, please contact the Planning Department at the appropriate office listed on the front of this application.

The following table lists the minimum information required on the site plan exhibit. IF ANY REQUIRED INFORMATION IS NOT APPLICABLE TO A SPECIFIC PROJECT, AN EXPLANATORY NOTE MUST BE PLACED ON THE EXHIBIT NEXT TO THE AMENDMENT BLOCK, 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.

LAND USE AND DEVELOPMENT MATRIX						
CUP	CUMHRV	PP	PUP	TUP	VAR	
						CUP = Conditional Use Permit PP = Plot Plan TUP = Temporary Use Permit CUMHRV = Conditional-Use Mobile Home/RV PUP = Public Use Permit VAR = Variance
X	X	X	X	X	X	1. Name, Address, and telephone number of applicant.
X	X	X	X	X	X	2. Name, address, and telephone number of land owner.
X	X	X	X	X	X	3. Name, address, and telephone number of exhibit preparer.
X	X	X	X	X	X	4. Assessor’s Parcel Numbers and, if available, address of the property.
X	X	X	X	X	X	5. Scale (number of feet per inch) Use Engineer’s Scale for all maps/exhibits. Architect’s scale is only acceptable for floor plans, elevations, and landscape plans.
x	X	x	x	x	x	6. North arrow.

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LAND USE AND DEVELOPMENT MATRIX						
CUP	CUMHRV	PP	PUP	TUP	VAR	CUP = Conditional Use Permit PP = Plot Plan TUP = Temporary Use Permit CUMHRV = Conditional-Use Mobile Home/RV PUP = Public Use Permit VAR = Variance
x	X	x	x	x	x	7. Date Exhibit Prepared.
x	x	x	x	x	x	8. Title of Exhibit (i.e. "Change of Zone", "Plot Plan for landscaping", etc.).
x	x	x	x	x	x	9. A detailed project description, including proposed and existing buildings, structures and uses.
x	x	x	x	x	x	10. Complete legal description of property.
x	x		x	x	x	11. Overall dimensions and total net and gross acreage of property.
x	x	x	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	x	x	x	13. Exhibit Amendment block
x	x	x	x	x	x	14. Thomas Brothers map page and coordinates. (Identify edition year used)
	x					15. Proposed boundary lines and approximate dimensions for each space or site.
	x					16. Net size, for each space or site.
x	x					17. Numbered mobilehome or recreational vehicle spaces, dwelling units, or lots, and the total number of each type or space, unit, or lot.
x	x	x	x	x	x	18. Location of adjoining property and lot lines.
x	x	x	x	x	x	19. Existing and proposed zoning and land use of property.
x	x	x	x	x	x	20. Existing use and zoning of property immediately surrounding subject property.
x	x	x	x	x	x	21. 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	x	x	x	22. Names of utility purveyors and school district(s) including providers of water, sewer, gas, electricity, telephone, and cable television.
x	x	x	x	x	x	23. 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	x	x	x	24. Names, locations, rights-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 so noted on the tentative map.
x	x	x	x	x	x	25. List and accurately show all easements of record (by map or instrument number).
x	x		x	x	x	26. Streets, alleys, and rights-of-way providing legal access to the property.
x	x		x	x	x	27. If project is within a Community Services District, identify the district.
x	x		x			28. Typical street improvement cross-sections.
x	x	x	x	x	x	29. Label and describe any land or rights-of-way to be dedicated to public or other uses.

APPLICATION FOR LAND USE PROJECT

LAND USE AND DEVELOPMENT MATRIX						
CUP	CUMHRV	PP	PUP	TUP	VAR	<p>CUP = Conditional Use Permit PP = Plot Plan TUP = Temporary Use Permit</p> <p>CUMHRV = Conditional-Use Mobile Home/RV PUP = Public Use Permit VAR = Variance</p>
x	x	x	x	x		30. Existing topography of the property, with the source(s) of the contour lines identified. The contour lines shall extent 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	x	x		31. 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 and development, and any existing grading.
x	x	x	x	x	x	32. Spot elevations. (See detailed description on Page 14)
x	x	x	x	x	x	33. When subsurface septic sewage disposal is intended, include the information described on Page 15 under "Site Grading, Subsurface Disposal".
x	x	x	x	x	x	34. Note whether or not land is subject to liquefaction or other geologic hazard, or is within a Special Studies Zone.
x	x	x	x	x	x	35. Note whether or not land is subject to overflow, inundation, or flood hazard.
x	x	x	x	x	x	36. FEMA mapped floodplains and floodways including zone designation.
x	x	x	x	x	x	37. Drainage plan. (See description on Page 15.)
x	x	x	x		x	38. Centerline curve radii and typical sections of all open channels
x	x	x	x			39. 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				40. 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	x	x	x	41. 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 systems.
x	x	x	x	x		42. Location, dimensions, arrangement, and numbering of parking spaces for existing and/or proposed parking, loading and unloading facilities, identifying handicapped and compact parking spaces.
x	x	x	x	x	x	43. Location and dimensions of existing and proposed ingress and egress, and methods of vehicular circulation.
x	x	x	x	x	x	44. 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	x	x	x	45. Location, dimensions, and height of proposed dwellings, buildings, or other structures, labeled as proposed.

APPLICATION FOR LAND USE PROJECT

LAND USE AND DEVELOPMENT MATRIX						
CUP	CUMHRV	PP	PUP	TUP	VAR	
						CUP = Conditional Use Permit PP = Plot Plan TUP = Temporary Use Permit CUMHRV = Conditional-Use Mobile Home/RV PUP = Public Use Permit VAR = Variance
x	x	x	x	x	x	46. Setback dimensions of existing structures and paved areas.
x	x	x	x	x	x	47. Setback dimensions of proposed structures and paved areas.
x	x	x	x			48. Labeled landscaped areas with dimensions and spacing of proposed planters.
x		x	x			49. Dimensioned elevations, including details of proposed materials for elevations, type of construction and occupancy classification per the current County adopted Uniform Building Code and floor plans for each building. (Attach to site plan). See Page 16 for detailed floor plans.
x		x	x			50. Square footage calculations per floor and total for each building shown, and per dwelling unit, as applicable.
x	x	x	x	x	x	51. Conceptual Planting Plan prepared pursuant to Ord. No. 859 and the County of Riverside Guide to California Friendly Landscaping which may be found at http://www.rctlma.org/planning/content/devproc/landscape/landscape.html . 52. Projects that include off-street parking shall also conform to Ord. No. 348, Section 18.12 and provide shading plans in conjunction with the Conceptual Planting Plan.
x	x	x	x			53. To show compliance with the County's Water Quality Management Plan, water quality features or a note describing the site's water quality features shall be shown.

Additional copies of this application may be obtained from the Planning Department's Web Page at http://www.rctlma.org/planning/content/devproc/apps/295_1010_land_dev.pdf

Is this an application for a development permit? Yes No