



Planning Division  
595 S. San Jacinto Street  
San Jacinto, CA 92583  
(951) 487-7330  
Fax (951) 654-9896  
www.sanjacintoca.com

## Environmental Application

### For Planning Division Office Use Only

Case Number: \_\_\_\_\_

Date Submitted: \_\_\_\_\_

Received by: \_\_\_\_\_

Fee: \_\_\_\_\_

### PROJECT INFORMATION

Project Title: \_\_\_\_\_

**PROJECT DESCRIPTION** describe proposed project for which approval is being sought and the application being submitted. Use additional sheets and attach to this application if necessary.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

### 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 ☐

#### 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.

**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 INFORMATION PROVIDED IS TRUE AND CORRECT. I ALSO ACKNOWLEDGE THAT THE FINAL APPROVAL BY THE CITY OF SAN JACINTO, 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.

## ENVIRONMENTAL SETTING

Assessor's Parcel Number(s): \_\_\_\_\_

Property Addresses/Location: \_\_\_\_\_

Site size: \_\_\_\_\_

Existing zoning: \_\_\_\_\_

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: \_\_\_\_\_

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Existing zoning of adjacent parcels: \_\_\_\_\_

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Precisely describe existing uses adjacent to the site: \_\_\_\_\_

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MSHCP Cell Site 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:

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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 ☐ Maybe ☐

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 ☐ Maybe ☐

Does the site contain any unique natural, ecological or scenic resources?

Yes ☐ No ☐ Maybe ☐

Do any drainage swales or channels border or cross the site?

Yes ☐ No ☐ Maybe ☐

Has a traffic study been prepared? If yes, a copy of the study is to accompany this application.

Yes ☐ No ☐ Maybe ☐

Is the site in a flood plain? If "Yes", a copy of a drainage plan is to accompany this application.

Yes ☐ No ☐ Maybe ☐

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: \_\_\_\_\_

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#### **PROJECT DESCRIPTION**

COMPLETE THE ITEMS AS THEY PERTAIN TO YOUR PROJECT. ATTACH A COPY OF ANY PLANS SUBMITTED AS PART OF THE PROJECT APPLICATION AND ANY OTHER SUPPLEMENTAL INFORMATION WHICH WILL ASSIST IN THE REVIEW OF THE PROPOSED PROJECT PURSUANT TO CEQA.

#### **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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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) \_\_\_\_\_

## **FILING INSTRUCTIONS FOR ENVIRONMENTAL APPLICATION**

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

### **THE FILING PACKAGE MUST CONSIST OF THE FOLLOWING:**

#### **INITIAL SUBMITTAL:**

1. One complete and signed application form.
2. The appropriate fee for the application type or types.  
Note: Additional fees may be assessed as a result of project review.
3. 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.
4. 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>.

5. \$60.00 processing fee payable to "UC Regents" for cultural resources review.
6. Two (2) copies of the Preliminary Title Report (must be prepared within the last 6 months).
7. 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.
8. 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.
9. One geological report or waiver thereof if the land division lies within an Alquist Priolo Earthquake Fault Zone.
10. 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 Division.
11. One (1) recent (less than one-year old) aerial photograph of the entire Project Site with the boundary of the site delineated.
12. 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. 1 set of ALL plans reduced to 8 ½" x 11" size.
2. Digital images of the aerial photograph, proposed map, the U.S.G.S. Map, and the panoramic photographs of the site in a format acceptable to the Planning Division (e.g. TIFF, GIF, JPEG, PDF).
3. 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. Three (3) sets of typed gummed labels (Xerox brand or equivalent) with names, assessor's parcel numbers, and addresses of property owners within 300 feet of the subject property. 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.
4. Additional deposit, if necessary. There shall be no outstanding fee balance prior to scheduling a hearing.



**PUBLIC NOTICING  
CERTIFIED PROPERTY OWNER'S LIST AFFIDAVIT**

STATE OF CALIFORNIA  
COUNTY OF RIVERSIDE  
CITY OF SAN JACINTO

I, \_\_\_\_\_, HEREBY CERTIFY THAT THE ATTACHED LIST CONTAINS THE NAMES AND ADDRESSSES OF ALL PERSONS TO WHOM ALL PROPERTY IS ASSESSED AS THEY APPEAR ON ALL THE LATEST AVAILABLE ASSESSMENT ROLL OF THE COUNTY OF RIVERSIDE WITHIN THE AREA DESCRIBED AND FOR A DISTANCE OF 300 FEET FROM THE EXTERIOR BOUNDARIES.

[illegible]

I/WE CERTIFY (OR DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA) THAT THE FOREGOING IS TRUE AND CORRECT.

DATE: \_\_\_\_\_ SIGNED: \_\_\_\_\_