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APPLICATION CHECKLIST FOR DEVELOPMENT PROJECTS & INFORMATIONAL PACKET

The following checklist is intended to provide the necessary information and procedures to facilitate the processing of the following Land Use applications:

Site Plan & Design Review	Conditional Use Permit	Minor Use Permit	Planned Developments
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Adherence to the checklist below will ensure that your application can be processed in the most expeditious manner possible.

INITIAL SUBMITTAL CHECKLIST:

- ☐ 1. Signed Applications. Complete and sign the appropriate application form(s) through the San Jacinto Connect Online System.
- ☐ 2. Payment of Application Fees. Provide the fees for the application type or types through the San Jacinto Connect Online system, or provide payment by Cash, Check or Money Order to Staff at City Hall. Note: Additional fees may be assessed as a result of the project review.
- ☐ 3. Preliminary Title Report. Upload into the San Jacinto Connect Online System a Preliminary Title Report (must be prepared within the last 6 months). If the Title report does not reflect the current ownership, a copy of a grant deed with legal description for each property involved is also required.
- ☐ 4. Legal Access. Upload into the San Jacinto Connect Online System a copy of appropriate documentation of legal access (e.g. recorded easement) for said property, if any of the properties involved do not abut a public street.
- ☐ 5. Will Serve Letters. Upload into the San Jacinto Connect Online System "will serve" letters for water and sewer service.
- ☐ 6. Project Specific Technical Reports. Upload into the San Jacinto Connect Online System environmental technical reports/studies needed to make an Environmental Determination as required by the California Environmental Quality Act (CEQA). See Planning Staff for Details. Technical studies types may include :
 - Air Quality, Green House Gases, Climate Change Energy.
 - Biological surveys including, but not limited to Multiple Species Habitat Conservation Plan Consistency Analysis, Focused Studies, Jurisdiction Delineations Reports, Determination of Biologically Equivalent or Superior Preservation (DBESP) Analysis.

- Cultural Resource Assessment
- Geology, Soils, Geotechnical Reports, etc.
- Health Risk Assessment
- Historical Resources Assessment
- Noise Study, Acoustical Analysis.
- Traffic Study / Traffic Impact Analysis report signed by a registered Traffic Engineer.
- Vehicle Miles Traveled (VMT) analysis.
- Visual Analysis.
- Water Supply Assessment.
- Previously Prepared Technical Reports (Prior Projects)

- ☐ 7. Water Quality Management Plan. Upload into the San Jacinto Connect Online System a completed “Water Quality Management Plan (WQMP) Information Sheet” (See Attached). If a WQMP is required, it must be submitted before the application is deemed complete. Applicant’s are encouraged to complete the WQMP early in the process as the results may require alterations to the Site Plan.
- ☐ 8. Hazardous Waste Disclosure Statement. Upload into the San Jacinto Connect Online System a completed “Hazardous Waste Disclosure Statement”. (See Attached)
- ☐ 9. Site Plan. Upload into the San Jacinto Connect Online System a Site plan that includes all the applicable items on the “Plan Matrix”.
- ☐ 10. Business Operational Characteristics. For applications pertaining to a particular use or specifically regulated use requiring a Conditional Use or Minor Conditional Use Permit, upload into the San Jacinto Connect Online System 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.
- ☐ 11. Floor Plans. Upload into the San Jacinto Connect Online System building floor plans for all structures. The exhibit(s) shall also include the information described within the “Plan Matrix”.

PROJECT’S LOCATED ON VACANT OR UNDISTURBED PROPERTIES

- ☐ 12. Environmental Setting Questionnaire. Upload into the San Jacinto Connect Online System a completed “Environmental Setting” questionnaire.
- ☐ 13. Conceptual Plans. Upload into the San Jacinto Connect Online System a conceptual grading plan and conceptual landscape plan. The exhibits shall also include the information described within the “Plan Matrix”.
- ☐ 14. U.S. Geological Survey Quadrangle Map. Upload into the San Jacinto Connect Online System a Digital Copy 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>.

PROJECT'S INVOLVING NEW CONSTRUCTION OR MODIFICATIONS TO THE EXTERIOR OF EXISTING BUILDINGS

- ☐ 15. Building Elevations. Upload into the San Jacinto Connect Online System colored elevations.
- ☐ 16. Materials Board. Upload into the San Jacinto Connect Online System a digital color and materials board.

PRIOR TO PROJECT APPROVAL OR HEARING:

- ☐ 17. Environmental Document. Submit an Initial Study, Addendum or Draft Environmental Impact Report (if applicable). The document should be prepared by a qualified consultant. Applicants are encouraged to work with their assigned planner to determine the appropriate document type and to begin this process as early as possible.

PLAN 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	P D P	S P D R	M C U P	CUP = Conditional Use Permit PDP = Planned Development Permit SPDR = Site Plan & Design Review MCUP = Minor Conditional Use Permit
ALL PLANS: (SITE, CONCEPTUAL GRADING, CONCEPTUAL LANDSCAPE, FLOOR)				
X	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	X	3. Name, address, and telephone number of exhibit preparer.
X	X	X	X	4. Assessor's Parcel Numbers and, if available, address of the property.
X		X	X	5. An appropriate scale shall be use to ensure plans are legible. Typically between 1" = 20 to 1"=100
X		X	X	6. North Arrow.
X	X	X	X	7. Date exhibit prepared.
X	X	X	X	8. Title of exhibit (i.e. "Site Plan Review", "Conditional Use Permit", "Landscaping Plan", "Conceptual Landscape plan for Site Plan Review", etc.)
X	X	X	X	9. A detailed project description, including proposed and existing buildings, structures and uses the project scope.
X	X	X	X	10. Complete legal description of property.
X	X	X	X	11. Overall dimensions and total net and gross acreage of property.
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	13. Exhibit revision block.
X	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. (If applicable)
X		X	X	15. Location of adjoining property and lot lines.
X	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	X	19. If project is within a Community Services District landscape and lighting area, identify the district.
X	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	X	22. Location, dimensions, arrangement, and numbering of parking spaces for existing and/or proposed parking, loading and unloading facilities, identifying ADA parking spaces.

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X	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 proposed.
X		X	X	26. Setback dimensions of proposed structures and paved areas.
X		X	X	27. Location of trash enclosures (including 50% recycle-Cal Green) with wall height and type of construction including ADA accessible compatibility and trellis detail.
X		X	X	28. ADA path of travel, including curb ramps from public right-of-way, building to building and trash enclosures.
X	X	X	X	29. (Cal Green) location of long term covered, lockable bicycle parking at five (5) % of parking spaces, with a minimum of one (1) for buildings with over ten (10) tenant occupants.
X	X	X	X	30. (Cal Green) new buildings ten thousand (10,000) square feet or more are subject to building commissioning. Owner project requirements (OPR) shall begin at the design phase of the project.
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. Table/matrix showing required and proposed for the following items: floor area ratio, parking spaces, landscape %, waste/recycle area, loading spaces.
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 and paved area, total landscaped area, total recreation, and/or open space area. Identify proposed parking spaces.
X	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	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).

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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 three hundred (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 (5) 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 development, and any existing grading.
X		X	X	9. Indicate on the plans the amount of cut or fill and the approximate number of truck trips proposed, if any.
X		X	X	10. 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	11. When subsurface septic sewage disposal is intended, include and identify the primary sewage disposal system and it's a hundred (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.
X		X	X	12. Note whether or not land is subject to liquefaction or other geologic hazard, or is within a special studies zone.
X		X	X	13. Note whether or not land is subject to overflow, inundation, or flood hazard.
X		X	X	14. FEMA mapped floodplains and floodways including zone designation.
X		X	X	15. 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 off-site 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, size, 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.
X		X	X	16. 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	17. Centerline curve radii and typical sections of all open channels.
X		X	X	18. Setback dimensions of existing structures and paved areas.

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X		X	X	19. Location and amount of flammable/combustible liquids and waste oil both above and below ground.
X		X	X	20. Constrained areas including but not limited to, the following resources and hazards; Slopes in excess of twenty five (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. Show all fault building setback lines and limits.
X		X	X	21. 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: (In order to provide you with valuable feedback on the plans they should include all of the following material.)				
X	X	X	X	1. It is required that plans be prepared in accordance with Chapter 17.325 of the Development Code with the plans prepared by a licensed landscape architect, certified irrigation designer, licensed landscape contractor, or any other person authorized to design an irrigation system. (See Sections 5500.1, 5615, 5641, 5641.1, 5641.2, 5641.3, 5641.4, 5641.5, 5641.6, 6701, 7027.5 of the Business and Professions Code, Section 832.27 of Title 16 of the California Code of Regulations, and Section 6721 of the Food and Agricultural Code.)
X	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. Also include location of all existing and proposed utility boxes, backflow preventers for the buildings and landscape systems, and backflow preventers for fire detection.
X	X	X	X	3. List and accurately show all easements of record (by map or instrument number).
X	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	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 public and private areas of landscaping.
X	X	X	X	6. Labeled landscaped areas with dimensions and spacing of proposed planters. Ensure that all planting areas contain five (5) feet of planted area, excluding curbs and adjacent concrete step-out where applicable next to parking stalls.
X	X	X	X	7. Include plant size, species, spacing proposed and planters. Incorporate drip irrigation, smart irrigation controller, and plant materials with low-water requirements (hydro-zoned).
X	X	X	X	8. Identify the square footage of landscape: <ul style="list-style-type: none"> a. Overall b. Within the right-of-way c. Within bumper overhang
X	X	X	X	9. Label existing trees to be preserved and/or removed under Municipal Code Section 12.20 Street Trees and Shrubs. Provide detailed information regarding site constraints and protection for all trees to be preserved in place or moved.
X	X	X	X	10. Indicate that the landscape plans shall comply with all applicable with the San Jacinto Landscape Design Guidelines. Check appendix one by to determine appropriate landscape palette and wall designs for certain General Plan designated streets.
X	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.
X	X	X	X	12. Indicate intended planting theme, or themes, if for model homes (note: the Sunset climate zone for San Jacinto is Sunset Zone 18).

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X	X	X	X	13. Identify the LMD/CFD Parkway & Median landscaping, street trees, parks, open space, detention basins, grading, walls, fences, and street design criteria, as example of a few of the requirements that can be found in the Development Code and the City's Landscape and Design Guidelines .
X	X	X	X	14. Show proposed trees, shrubs, vegetative ground covers, inert groundcovers and vines in accordance with the City's Landscape and Design Guidelines .
X	X	X	X	15. Provide a plant legend with the following: <ul style="list-style-type: none"> ➤ Botanic Name ➤ Common name ➤ Installation Container Size ➤ WUCOLS Factor ➤ Plant Form ➤ Spacing ➤ Projected plant size at 10 years following installation
X	X	X	X	16. Show the placement of signs or monuments, walls/structures, fencing, retaining walls, drainage elements, etc.
ELEVATIONS/FLOOR PLANS:				
X	X	X	X	1. 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	X	2. 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. Identify location of electrical equipment, roof access ladder, and fire riser, preferably within an interior equipment room. Show locations of gas meter stub out.
X	X	X	X	3. Fully dimensioned floor plans indicating all structure footprints, uses of all rooms, locations of windows, doors or other openings, mechanical equipment, disabled access, restrooms, play areas, storage area, garages, etc. (If alcohol sales are proposed, the floor plans should specify the areas to be used to display, store, serve, etc. alcohol and provide percentages of these areas to that of the remainder of the building area.)
X	X	X	X	4. Roof plans must include the height of the parapet, roof height, highest and lowest roof deck height and highest and lowest parapet heights. 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.
PLANNED DEVELOPMENT:				
	X			1. A preliminary development plan (plotting study) of the entire property(ies) involved, showing the general location and types of dwelling units, open spaces, driveways, streets, and off-street parking areas. The plotting study should show how all the requirements of Development Code Chapter 17.425 – Single-Family Development are being met.
	X			2. Calculations of the site area, number of dwelling units and approximate area devoted to open space (common and private).
	X			3. Computations of gross and net site area. If project is to be completed in phases, computations shall also be provided for each phase.
	X			4. Number of dwelling units per housing types. If project is to be completed in phases, computations shall also be provided for each phase
	X			5. Dimensioned setbacks.
	X			6. Preliminary architectural renderings. For single family residential provide variation in the architecture.
	X			7. A detailed amenities plan.

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	X			8. Catalog cuts of exterior common open space features, such as, but not limited to (all represent the quality of amenities to be provided within the project): 1. Tot lot equipment 2. Water features 3. Lighting 4. Outdoor furnishings 5. Decorative paving
	X			9. For multi-family residential provide the following information: STATUTORY CONDOMINIUM <input type="checkbox"/> NON-STATUTORY CONDOMINIUM <input type="checkbox"/> EXISTING ZONING OF SITE _____ REZONING PROPOSED _____ GROSS SITE AREA (EXCLUDE ADJACENT RIGHT-OF-WAY) _____ ACRES TOTAL # DWELLING UNITS _____ DENSITY OF UNITS PER ACRE _____ TOTAL COMMON USABLE OPEN SPACE PROVIDED _____ SQ. FT. AREA OF LARGEST COMMON OPEN SPACE CONCENTRATION _____ SQ. FT. # RESIDENT OFF-STREET PARKING SPACES PROVIDED COVERED _____ UNCOVERED _____ # GUEST PARKING PROVIDED _____ # RV STORAGE SPACES PROVIDED _____ # EFFICIENCY/STUDIO SQ. FT. _____ # ONE BEDROOM SQ. FT. _____ # TWO BEDROOM SQ. FT. _____ # THREE BEDROOM SQ. FT. _____ OTHER/SPECIFY SQ. FT. _____
	X			10. The development schedule for a Planned Development Permit shall indicate the approximate time period, after the Planned Development Permit becomes effective, when construction of the project can be expected to begin, the anticipated rate of development, and the anticipated completion date. If approved by the Commission, shall become a part of the Planned Development Permit and shall be adhered to by the owner of the property and the owner's successor(s)-in-interest. NOTE: The Director shall require the posting of cash, a savings and loan certificate, or a performance bond issued by a corporate surety company, in an amount to be determined by the City Engineer, in compliance with Section 17.660.070 (Performance Guarantees), to cover the costs of the public improvements adjacent to the proposed development before the issuance of the Building Permit for the first phase of construction.
	X			11. If the Development Schedule indicates the total project is to be developed in phases, it shall indicate the open space and amenities proposed for each individual phase. The developer shall construct all amenities shown on the plans and landscape all open spaces within each phase as it is completed, and before occupancy of any structure located within each particular phase of the development.

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U	D	P	C	
P	P	D	U	
		R	P	
ALCOHOL SALES:				
X			X	1. To determine compliance with Development Code Section 17.430.040 D1 provide a map showing the location of the following: <ul style="list-style-type: none"> a. Public or private schools (preschool thru 12th grade), places of worship, public parks, youth facilities, or other similar uses within 600-feet of the proposed project; b. Existing residential dwellings or property zoned for residential uses within a hundred (100) feet, except for mixed-use projects and projects located in the Commercial Downtown Zone, as measured from any point upon the exterior walls of the structure or the leased space containing the business to the nearest property line of the residential property; c. Existing businesses selling alcoholic beverages for off-site or on-site consumption within a thousand (1000) feet of the proposed project, except for mixed-use projects and projects located in the Commercial Downtown Zone, as measured from any point upon the exterior walls of the structure or the leased space containing the businesses; and d. Pool hall/billiard parlors, if alcoholic beverages are sold for on-site consumption in compliance with Development Code Section 5.36.050 (Serving of alcoholic beverages restricted) within a hundred (100) feet of the proposed project.
X			X	2. On a floor plan, show the amount of store space, including refrigeration area, to be used for alcohol sales in comparison to the rest of the retail and refrigeration space.
X			X	3. Provide a copy of the Alcohol Beverage Control (ABC) application for the project and/or provide information on exactly what license type will be requested.
PUBLIC CONVENIENCE OR NECESSITY (PCorN): ABC may require a finding of Public Convenience or Necessity (PCorN) due to the project location in an area where there is an over-concentration of alcoholic beverage licenses and/or a higher than average crime rate. The ABC may deny your application unless the City of San Jacinto makes a determination that PCorN will be served by your proposed project.				
X			X	1. Provide a map showing the boundaries of the Census Tract, the project site, and the other ABC licenses already issued within the Census Tract.
X			X	2. Describe how your business will provide products and/or services that are different and unique to the area that existing businesses selling alcohol within a thousand (1,000) feet of your proposed site do not provide.
X			X	3. Describe what improvements you plan to make to the proposed site, including improvements to any existing buildings, signage, landscaping, and parking areas, that will be beneficial to the surrounding community (if applicable).
X			X	4. Describe how the issuance of the license and/or operation of the business WILL NOT contribute to or aggravate an existing crime problem in the area, including 1) your knowledge of the area or previous experience in business; and 2) the precautions or guidelines you will follow to ensure that your premises will be operated in a manner that is beneficial to the area. This might include a lighted parking area, security guard, video cameras, special landscaping to deter graffiti, etc.
X			X	5. Attach any written letters of support.
X			X	6. Attach any documentation regarding over-concentration and/or crime rates you received from ABC.



CHECKLIST FOR IDENTIFYING PROJECTS REQUIRING A PROJECT -SPECIFIC WQMP WITHIN THE SANTA ANA REGION

Applicant Name: _____ Phone# : _____

Project Location: _____

Project #: _____ Tract #: _____ APN #: _____

1.	Significant Redevelopment - That create the addition or replacement of 5,000 sf or more of impervious surface on an already developed site. Does not include routine maintenance activities that are conducted to maintain original line and grade, hydraulic capacity, original purpose of the constructed facility or emergency redevelopment activity required to protect public health and safety. Must also check "50% Rule". See Section 1.1.2 of the WQMP template for applicability of the "50% Rule"	YES <input type="checkbox"/>	NO <input type="checkbox"/>
2.	Residential Developments - That create 10,000 square feet or more of impervious surface (collectively over the entire project site), including residential housing subdivisions requiring a Final Map (i.e., detached single-family home subdivisions, multi-family attached subdivisions, condominiums, or apartments, etc.).	<input type="checkbox"/>	<input type="checkbox"/>
3.	New Industrial and Commercial Development - Where the land area represented by the proposed map or permit is 10,000 square feet or more.	<input type="checkbox"/>	<input type="checkbox"/>
4.	Mixed Use Developments - That create 10,000 square feet or more of impervious surface (collectively over the entire project site).	<input type="checkbox"/>	<input type="checkbox"/>
5.	Automotive Repair Shops - With Standard Industrial Classification (SIC) codes 5013, 5014, 5541, 7532, 7533, 7534, 7536, 7537, 7538, and 7539.	<input type="checkbox"/>	<input type="checkbox"/>
6.	Restaurants (SIC code 5812) - where the land area of development is 5,000 square feet or more.	<input type="checkbox"/>	<input type="checkbox"/>
7.	Hillside developments - Disturbing 5,000 square feet or more which are located on areas with known erosive soil conditions or where the natural slope is 25 percent or more.	<input type="checkbox"/>	<input type="checkbox"/>
8.	Developments of 2,500 square feet of impervious surface or more adjacent to (within 200 feet) or discharging directly into ESAs. "Directly" means situated within 200 feet of the ESA; "discharging directly" 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"/>
9.	Parking lots of 5,000 square feet or more - Exposed to stormwater, where "parking lot" is defined as a land area or facility for the temporary parking or storage of motor vehicles.	<input type="checkbox"/>	<input type="checkbox"/>
10.	Retail Gasoline Outlets - That are either 5,000 square feet or more of impervious surface with a projected average daily traffic of 100 or more vehicles per day.	<input type="checkbox"/>	<input type="checkbox"/>
11.	Public Projects, other than Transportation Projects - That are implemented by a Permittee and similar in nature to the priority projects described above and meets the thresholds described herein.	<input type="checkbox"/>	<input type="checkbox"/>
12.	Other Development Projects whose site conditions or activity pose the potential for significant adverse impacts to water quality.	<input type="checkbox"/>	<input type="checkbox"/>

Any questions answered "YES" → Project requires a project-specific WQMP.

All questions are answered "NO" → Project requires incorporation of Site Design and Source Control BMPs imposed through Conditions of Approval or permit conditions.

HAZARDOUS WASTE SITE DECLARATION SHEET

PROJECT INFORMATION

PROJECT DESCRIPTION

Company Contact: _____ E-Mail: _____

Mailing Address: _____
Street

City State ZIP

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

OWNER CERTIFICATION

I CERTIFY UNDER THAT I HAVE REVIEWED THE HAZARDOUS WASTE & SUBSTANCE SITES LIST ON FILE WITH THE CITY OF SAN JACINTO IN CONFORMANCE WITH THE REQUIREMENTS OF GOVERNMENT CODE SECTION 65962.5.

THERE ARE NO HAZARDOUS WASTE & SUBSTANCES SITES LISTED FOR THE SUBJECT PROPERTY OR NEARBY THE PROPERTY. THIS STATEMENT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

PRINTED NAME OF OWNER/REPRESENTATIVE

SIGNATURE OF OWNER/REPRESENTATIVE

DATE

ENVIRONMENTAL SETTING QUESTIONNAIRE

Project Applicant: _____

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.

ENVIRONMENTAL SETTING QUESTIONNAIRE

Assessor's Parcel Number(s): _____

Property Addresses/Location: _____

Site size: _____

Approximate Gross Acreage/Net Acreage: _____

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

Precisely describe existing uses adjacent to the site: _____

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:

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: _____

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

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? (No. of feet/miles) _____