



CITY OF LOS ALAMITOS

DISCRETIONARY APPLICATION

Development Services Department
3191 Katella Ave., Los Alamitos, CA 90720-5600
Phone: (562) 431-3538 Fax: (562) 493-0678

FOR OFFICE USE ONLY

Application Number: _____

Date Received: _____

Please check the type(s) of approval requesting:

<input type="checkbox"/> Conditional Use Permit (CUP) CUP Filing Fees -Payable to the City of Los Alamitos Major <input type="checkbox"/> \$2,701.00 (Major: Construction related) Minor <input type="checkbox"/> \$1,350.00 (Minor: Use Change) Environmental Assessment -Payable to City of Los Alamitos-\$246.00 <input type="checkbox"/> Fire Plan Review -Payable to <u>Orange Co Fire Authority</u> : Major <input type="checkbox"/> \$538.00 (Major: Construction related) Minor <input type="checkbox"/> \$404.00 (Minor: Use Change) CEQA - Payable to <u>Orange Co Clerk Recorder</u> -\$50.00 <input type="checkbox"/> Public Hearing Notice Postage-Based on number of addresses <input type="checkbox"/> Noticing Fee-\$246.00 <input type="checkbox"/>	<input type="checkbox"/> Site Development Permit (SDP) SDP Filing Fees -Payable to City of Los Alamitos Major <input type="checkbox"/> \$3,683.00 (Major) Minor <input type="checkbox"/> \$2,701.00 (Minor: Additions, minor imprvmnt) Environmental Assessment – Payable to the City of Los Alamitos-\$246.00 <input type="checkbox"/> Landscape Plan - Payable to City of Los Alamitos-\$878.00 <input type="checkbox"/> Water Quality Management Plan (WQMP) Deposit of \$1,500.00. Additional deposit may be required. <input type="checkbox"/> Fire Plan Review -Payable to the <u>Orange Co Fire Authority</u> - \$538.00 <input type="checkbox"/> CEQA - Payable to <u>Orange Co Clerk Recorder</u> -\$50.00 <input type="checkbox"/> Public Hearing Notice Postage <input type="checkbox"/> Noticing Fee-\$246.00 <input type="checkbox"/> Note: For Accessory Dwelling Unit (ADU) a Discretionary Application is not required. Please submit Plan Check to Building Department.
<input type="checkbox"/> Tentative Parcel Map (TPM) – Less than 5 parcels TPM Filing Fees - Payable to the City of Los Alamitos-\$1,545.00 <input type="checkbox"/> Environmental Assessment -Payable to City of Los Alamitos-\$246.00 <input type="checkbox"/> Fire Plan Review -Payable to the <u>Orange Co Fire Auth.</u> -\$538.00 <input type="checkbox"/> CC & R Deposit -\$1,000.00. Additional Deposit May be Required. <input type="checkbox"/> CEQA - Payable to <u>Orange Co Clerk Recorder</u> -\$50.00 <input type="checkbox"/>	<input type="checkbox"/> Variance (VAR) VAR Filing Fees - Payable to the City of Los Alamitos-\$982.00 <input type="checkbox"/> Environmental Assessment -Payable to the City of Los Alamitos-\$246.00 <input type="checkbox"/> CEQA - Payable to <u>Orange Co Clerk Recorder</u> -\$50.00 Public Hearing Notice Postage <input type="checkbox"/> Noticing Fee-\$246.00 <input type="checkbox"/>
<input type="checkbox"/> Tentative Tract Map (TTM) – 5 or more parcels TTM Filing Fees - Payable to the City of Los Alamitos-\$1,766.00 <input type="checkbox"/> Environmental Assessment -Payable to the City of Los Alamitos-\$246.00 <input type="checkbox"/> Fire Plan Review - Payable to <u>the Orange Co Fire Auth.</u> -\$238.00 <input type="checkbox"/> CC & R Deposit - \$1,000.00 Additional Deposit May be Required. <input type="checkbox"/> CEQA - Payable to <u>Orange Co Clerk Recorder</u> -\$50.00 <input type="checkbox"/>	<input type="checkbox"/> Specific Plan (SP) Payable to the City of Los Alamitos: Planning Hourly \$246.00 Environmental Assessment – Payable to the City of Los Alamitos-\$246.00 <input type="checkbox"/> Fire Plan Review - Payable to the <u>Orange Co Fire Authority</u> - \$538.00 <input type="checkbox"/> CEQA - Payable to Orange Co Clerk Recorder-\$50.00 <input type="checkbox"/>
<input type="checkbox"/> General Plan Amendment (GPA) GPA Deposit - Payable to the City of Los Alamitos-\$2,438.00 <input type="checkbox"/> Environmental Assessment -Payable to the City of Los Alamitos:\$246.00 <input type="checkbox"/>	<input type="checkbox"/> Zoning Ordinance Amendment (ZOA) – Map or Text ZOA Deposit - Payable to City of Los Alamitos-\$2,500.00 <input type="checkbox"/> Environmental Assessment -Payable to the City of Los Alamitos: \$246.00 <input type="checkbox"/>

Please Note: These charges are preliminary. More fees may be required depending on the scope of the project.

APPLICANT INFORMATION

Name of Applicant: _____ Email _____

Mailing Address: _____

Telephone Number: (_____) _____ - _____

In what capacity is the applicant filing? Recorded Property Owner Authorized Agent of Recorded Property Owner

PROPERTY INFORMATION

Project/Property Address: _____

Assessor's Parcel Number(s): _____

Deed or tract restrictions which are pertinent to this application:

PROJECT DESCRIPTION & EXISTING USE OF PROPERTY (ATTACH ADDITIONAL SHEETS IF NEEDED)

SUBMITTAL REQUIREMENTS

*The following specific information and material must be submitted, along with the application. Check if complete.
All items submitted are open to public examination.*

Yes No N/A

- A. **Current Title Report (Prepared within six (6) months of application submittal).**
- B. **Property Owner's List.**

The Property Owner's List shall be typewritten and submitted with application form. This mailing list shall include addresses of all tenants occupying the subject property and properties within 500 feet from the subject property boundaries; and a mailing list of owners of adjacent properties within 500 feet from the subject property boundaries, as shown on the County Assessor's latest available assessment roll; Three (3) separate lists of mailing addresses and Assessor Parcel Numbers shall be prepared and certified. Two (2) of the lists shall be provided in the form of self-adhesive mailing labels. **THESE LABELS MUST CONTAIN THE PHRASE "OR OCCUPANT,"** First class postage stamps, or a check for the amount of postage, are required for the mailing.

The list shall be certified and notarized on an affidavit form. The list shall be certified and notarized on an affidavit form.

- C. **Water Quality Management Plan (WQMP), if applicable. See attached checklist.**
- D. **Fourteen (14) sets of detailed plans plus one (1) set of 8 1/2" x 11" or 11" x 17" reductions.**

- All plans shall be drawn on uniform size sheets no greater than 30" x 42".
- All plans shall be drawn to a scale not smaller than 1" = 30'. Scale shall be indicated on the plans and the plans shall include a north arrow.
- All plans shall be stapled together along the left margin, into sets, and shall be folded to approximately an 8 1/2" x 11" format.
- All plans must be clear, legible, and scaled accurately.
- **A digital copy of all plans on two (2) CDs or thumb drives.**

Yes No N/A

Yes No N/A

E. Site Plan (fully dimensioned)

1. Name and address of Applicant, Architect, Engineer and/or licensed Land Surveyor*.
2. All lots, parcels, streets, alleys and other rights-of-way adjacent to subject property.
3. Calculations of site area (total net acreage*), site coverage by structures, gross building area, parking required and provided, landscape area required and provided.
4. Property lines and lot dimensions.
5. Pedestrian and vehicular ingress and egress points.
6. Off-street parking and loading areas showing location, number and typical dimension of spaces, and wheel stop placement.
7. Internal circulation patterns, turning radii, drive aisles, delivery truck routes.
8. Distance between buildings and/or structures.
9. Building setbacks (front, rear and sides).
10. Location, height and materials of walls and fences.
11. Location of exterior light fixtures. (construction only)
12. All driveways on adjacent and properties on the opposite side of the street for a distance of 100 feet beyond the limits of the subject site. (construction only)
13. Location of all buildings within 100 feet of the subject property. (construction only)
14. The existing and/or proposed use(s) of the site.
15. A Vicinity Map showing nearest cross street(s), and zoning designations and existing land uses of surrounding properties.
16. Location and dimensions of all property to be dedicated to public purposes or public utilities.
17. Location, dimension and construction design of trash areas and enclosures. (construction only)
18. Site zoning and General Plan designations.*
19. All existing and proposed street locations, width, approximate grade, on cul-de-sacs, show both a curb line and a property line dimension for each lot (show all proposed streets by letter until proper name is determined).*
20. Typical street cross-sections showing curb, gutter, sidewalk, parkway, dimension to centerline.* (construction only)
21. Approximate site grades and drainage (existing and proposed).* (construction only)
22. List of utilities and the utility servicing agency.* (construction only)
23. Number of subdivisions (Tentative Parcel or Tract Number).* (construction only)
24. Phasing and number of final maps. If one phase and one final map are planned, please indicate on map.* (construction only)
25. All easements, existing and proposed and their width.*

26. Street centerline radii.*

27. Pad and street intersections elevations. * (construction only)

28. Location of proposed and existing fire hydrants.*

- 29. Storm drains, sewer lines and water lines.* (construction only)
- 30. Location of all existing on-site trees and existing street trees.*
- 31. Date of preparation and revisions.*
- 32. Total linear footage of each street.* (construction only)

** additional information required to be submitted for Tentative Parcel and Tract Map applications*

- F. **Drainage and Grading Plan** (construction only)
- G. **Conceptual Landscaping Plan** (construction only)
A detailed landscape plan illustrating the species and initial size of landscape materials, and the location of the automatic sprinkler systems, shall be required at the time of final plan check. (See also Section 17.24.240, Xeriscape of the Los Alamitos Municipal Code.)
- H. **Illustrative Building Elevations** (construction only)
Building elevations showing all sides of existing and proposed building and structures, and indicating building and structure height in feet, typical materials to be used, trees, and shadows.
- I. **One (1) color board/material sample board** including color chips and samples of materials to be used. (construction only)
- J. **One (1) set of colored plans** which shall include an illustrated site plan and building elevations. (construction only)
- K. **A "Property Owner's Certification and Agent Form"** approving of the applicant's request.
- L. Part I of the Initial Study (**Environmental Assessment**). This shall include photographs of the site and surrounding area (a minimum of four (4) site and four (4) surrounding) labeled north, south, east, west and mounted on 8 1/2" x 11" paper. (construction only)
- M. **Application/Environmental Assessment fee(s)**
- N. **Completed Fact Sheet**
- O. Any additional information that may be required by the Development Services Department to support said request.

In accordance with the Permit Streamlining Act, an agency must determine if an application for a development project is complete within thirty (30) days or notify the applicant that the application is incomplete.

Once the application is determined to be complete, the lead agency must then determine within thirty (30) days whether an environmental impact report (EIR) or negative declaration is required for the project, or whether the project is exempt from the California Environmental Quality Act.

FINDINGS FOR A CONDITIONAL USE PERMIT (CUP)

The Los Alamitos Municipal Code requires that the Planning Commission must be able to make each of the following findings before granting a Conditional Use Permit:

- | Yes | No | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | The proposed use is consistent with the General Plan and any applicable specific plan; |
| <input type="checkbox"/> | <input type="checkbox"/> | The proposed use is allowed within the applicable zone and complies with all other applicable provisions of this Zoning Code and the Municipal Code; |
| <input type="checkbox"/> | <input type="checkbox"/> | The design, location, size, and operating characteristics of the proposed activity will be compatible with the existing and future land uses in the vicinity; |
| <input type="checkbox"/> | <input type="checkbox"/> | Its design, location, shape, size, and operating characteristics of the proposed use to accommodate the use, and all fences, landscaping, loading, parking, spaces, walls, yards, and other features required to adjust the use with the land and uses in the neighborhood; |
| <input type="checkbox"/> | <input type="checkbox"/> | Streets and highways adequate in width and pavement type to accommodate public and emergency vehicle (e.g., fire and medical) access; |
| <input type="checkbox"/> | <input type="checkbox"/> | Public protection services (e.g., fire protection, police protection, etc.); |
| <input type="checkbox"/> | <input type="checkbox"/> | The provision of utilities (e.g., potable water, schools, solid waste collection and disposal, storm drainage, wastewater collection, treatment, and disposal, etc.); and, |
| <input type="checkbox"/> | <input type="checkbox"/> | The measure of site suitability shall be required to ensure that the type, density, and intensity of use |

being proposed will not adversely affect the public convenience, health, interest, safety, or general welfare, constitute a nuisance, or be materially injurious to the improvements, persons, property, or uses in the vicinity and zone in which the property is located.

FINDINGS FOR A SITE DEVELOPMENT PERMIT (SDP)

The Los Alamitos Municipal Code requires that the Planning Commission must be able to make each of the following findings before granting a Site Plan Review.

- | Yes | No | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | The proposed project is allowed within the subject zone; |
| <input type="checkbox"/> | <input type="checkbox"/> | The proposed project complies with all of the applicable criteria identified in 17.44.030(B) (Application Processing, Filing, and Review—Generally), |
| <input type="checkbox"/> | <input type="checkbox"/> | The proposed project is in keeping with the character of the neighborhood, in terms of the structure(s) general appearance; |
| <input type="checkbox"/> | <input type="checkbox"/> | The design of the proposed development will provide a desirable environment for its occupants and visiting public as well as its neighbors through good aesthetic use of materials, texture, and color, and will remain aesthetically appealing and retain an appropriate level of maintenance; and, |
| <input type="checkbox"/> | <input type="checkbox"/> | The proposed development would not be detrimental to the public health, safety, or welfare or materially injurious to the properties or improvements in the vicinity. |

FINDINGS FOR A GENERAL PLAN AMENDMENT (GPA)/ZONING MAP AMENDMENT (ZOA)/ZONING ORDINANCE AMENDMENT (ZOA)/SPECIFIC PLAN (SP)

The Los Alamitos Municipal Code requires that the Planning Commission must be able to make each of the following findings before granting a General Plan Amendment, Zoning Map Amendment, Zoning Ordinance Amendment, or Specific Plan.

- | Yes | No | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | The proposed amendment ensures and maintains internal consistency with the actions, goals, objectives, and policies of the General Plan, and would not create any inconsistencies with this Zoning Code, in the case of a Zoning Code amendment; |
| <input type="checkbox"/> | <input type="checkbox"/> | The proposed amendment would not be detrimental to the public convenience, health, interest, safety, or welfare of the City; and, |
| <input type="checkbox"/> | <input type="checkbox"/> | The proposed project has been reviewed in compliance with the provisions of the California Environmental Quality Act (CEQA) and the City's environmental review procedures. |
| <input type="checkbox"/> | <input type="checkbox"/> | Additional Finding for Zoning Map Amendments. The site(s) is/are physically suitable (including access, provision of utilities, compatibility with adjoining land uses, and absence of physical constraints) for the requested zone and anticipated land use development(s). |
| <input type="checkbox"/> | <input type="checkbox"/> | Additional Finding for Zoning Code Amendments. The proposed amendment is internally consistent with other applicable provisions of this Zoning Code. |

PROPOSED SPECIFIC PLAN INFORMATION (attach separate sheets)

Please address the following elements:

Title Page: Name of Plan, Name of Local Agency, Date of Adoption, Credits/Acknowledgements, Table of Contents, List of Tables, List of Diagrams/Maps, Copy of Adopting Resolution/Ordinance.

Summary: Specific Plan purpose and range of issues.

Introduction: Development and conservation issues in the plan, project location and description, environmental description, descriptions of how the proposed project conforms with and implements the goals and objectives of each of the following Los Alamitos General Plan Elements: Open Space, Land Use, Circulation, Recreation, Seismic Safety, Scenic Highway, Public Safety, Noise, Housing, Conservation and Energy.

Land Use Planning and Regulatory Provisions: Proposed land use regulations and development standards/policies, any special Design Standards: Building, parking, location & orientation, entrances, access, & circulation.

The Infrastructure Plan: Any special infrastructure requirements.

Program of Implementation Measures: Description of financing and cost estimate for project, description of project phasing.

FINDINGS FOR A TENTATIVE PARCEL MAP (TPM) OR A TENTATIVE TRACT MAP (TTM)

The Los Alamitos Municipal Code requires that the Planning Commission must be able to make each of the following findings before granting a Tentative Parcel Map or Tentative Tract Map.

- | Yes | No | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | The design and improvement of the proposed subdivision is consistent with the City's General Plan; |
| <input type="checkbox"/> | <input type="checkbox"/> | The site is physically suitable for the proposed type of development; |
| <input type="checkbox"/> | <input type="checkbox"/> | The requirements of the California Environmental Quality Act have been satisfied. |
| <input type="checkbox"/> | <input type="checkbox"/> | The site is physically suitable for the proposed density of development. |
| <input type="checkbox"/> | <input type="checkbox"/> | The design of the subdivision and the proposed improvements are not likely to cause substantial environmental damage or substantial and avoidable injury to fish or wildlife or their habitat unless environmental mitigation is infeasible pursuant to Government Code Section 66474.01; |
| <input type="checkbox"/> | <input type="checkbox"/> | The design of the subdivision and the proposed improvements are not likely to cause serious public health problems. |
| <input type="checkbox"/> | <input type="checkbox"/> | The design of the subdivision and the proposed improvements will not conflict with easements of record or established by court judgment, acquired by the public at large, for access through or use of, property within the proposed subdivision or, if such easements exist, that alternate easements for access or for use will be provided, and that these will be substantially equivalent to ones previously acquired by the public; and, |
| <input type="checkbox"/> | <input type="checkbox"/> | The design and improvement of the proposed subdivision are suitable for the uses proposed and the subdivision can be developed in compliance with Section 16.10.090 (Property Development Standard Conformance). |

FINDINGS FOR A VARIANCE

The Los Alamitos Municipal Code requires that the Planning Commission must be able to make each of the following findings before granting a Variance.

- | Yes | No | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | That there are special circumstances applying to the site, such as size, shape, or topography, so that the strict application of this title denies the property owner privileges enjoyed by other property owners in the vicinity and under identical zoning; |
| <input type="checkbox"/> | <input type="checkbox"/> | That the Variance will not be in conflict with the purpose and intent of this Zoning Code, the General Plan, or any applicable specific plan; |
| <input type="checkbox"/> | <input type="checkbox"/> | That the Variance will not constitute a grant of special privilege—an entitlement inconsistent with the limitations upon other properties in the vicinity with the same zoning; and |
| <input type="checkbox"/> | <input type="checkbox"/> | That the Variance will not adversely affect the health, safety, or general welfare of persons residing or working on the site or in the vicinity. |

APPLICANT CERTIFICATION: I hereby acknowledge that this application will not be considered complete until I have submitted all required documentation and have been notified in writing from the Development Services Department, within thirty (30) days of submission, that the application is complete, in accordance with the Permit Streamlining Act. Once the application is determined to be complete, the Development Services Department must then determine within thirty (30) days whether an environmental impact report (EIR) or negative declaration is required for the project, or whether the project is exempt from the California Environmental Quality Act.

I hereby certify that all information contained in this application, including all plans and materials required by the City's application submission requirements, is, to the best of my knowledge, true and correct. FALSE OR MISLEADING INFORMATION GIVEN IN THIS APPLICATION SHALL BE GROUNDS FOR DENYING APPLICATION. I hereby grant the City authority to enter onto the property to conduct site inspections and to post required public notices.

Date:

Signature:

For



CITY OF LOS ALAMITOS

LAND USE APPLICATION FACT SHEET

Development Services Department
 3191 Katella Ave., Los Alamitos, CA 90720-5600
 Phone: (562) 431-3538 Fax: (562) 493-0678

FOR OFFICE USE ONLY

Application Number: _____

Date Received: _____

1. Address: _____

2. Assessor's Parcel Number (APN): _____

3. Previous Or Concurrent Application Relating To This Property:

4. Surrounding Land Use (type of business or type of residential):

To the North	To the South	To the East	To the West

5. Surrounding Zoning District Designation (from "Municipal Code," Title 17, found on City of Los Alamitos Website):

To the North	To the South	To the East	To the West

6. Surrounding General Plan Designation (from "General Plan" Document found at City of Los Alamitos Website):

To the North	To the South	To the East	To the West

7. Site Land Use:

Existing (type of business or type of residential):	Proposed:
General Plan Designation:	Zoning District:
Proposed General Plan Designation:	Proposed Zoning District:

DEVELOPMENT FACTS

Lot Area: _____

	Required	Proposed
Building Lot Coverage		
Site Landscaping		
Open Space		
Parking Spaces		
Building height		

Building Setbacks:

	Required Setback	Proposed Setback
Front		
Side		
Rear		



CITY OF LOS ALAMITOS

PROPERTY OWNER CERTIFICATION AND AGENT FORM

Development Services Department
3191 Katella Ave., Los Alamitos, CA 90720-5600
Phone: (562) 431-3538 Fax: (562) 493-0678

I hereby certify that I(we) am(are) the legal owner(s) of record of the property at _____
Los Alamitos, California 90720, which is the subject of this application (Orange County APN No. _____). I (We)
understand that false or otherwise incorrect information shall be grounds for denial of the application or revocation of an
approved application.

Please Check One

- I, as property owner, will be the applicant
- The following person(s) is(are) authorized to act on my(our) behalf:

Applicant Name, Title, Company
Address
Telephone
E-Mail

Property Owner Name, Title, Company
Address
Telephone
E-Mail

Applicant deposes and says that they are the petitioner for a _____ (type of Application) in
this petition: that they have familiarized their self with relevant provisions of the Zoning Ordinance and General Plan; that
they have read the foregoing petition and know the content thereof to be true to their own knowledge, except as the
matters therein state on information or belief and that as to those matters and things they believe them to be true.

Signature of Applicant	Date
Signature of Property Owner	Date



CITY OF LOS ALAMITOS

ENVIRONMENTAL INFORMATION FORM

Development Services Department
 3191 Katella Ave., Los Alamitos, CA 90720-5600
 Phone: (562) 431-3538 Fax: (562) 493-0678

FOR OFFICE USE ONLY

Date Received:

***** To be completed by private project applicant to assist staff in completing Initial Study *****

GENERAL INFORMATION

1. Developer or project sponsor:	Name:
	Address:
2. Project Location – Identify street address and cross streets	
3. Assessor's Parcel Number (APN):	
4. Person to be contacted regarding this project:	Name:
	Address:
	Telephone:
5. Permit Application Number for project:	
6. Existing Zoning District:	
7. Proposed use of site (project for which this form is filed):	

List and describe any other related permits and other public approvals required for this project, including those required by city, regional, state and federal agencies:

8. Site size:	
9. Square footage of project:	
10. Number of floors of construction:	
11. Amount of off-street parking provided:	
12. Attach plans:	
13. Proposed scheduling:	
14. Associated projects:	
15. Anticipated incremental development:	

16. If residential, include the number of units, schedule of unit sizes, range of sales prices or rents and type of household size expected.

17. If commercial, indicate the type, whether neighborhood, city or regionally oriented, square footage of sales area and loading facilities.

18. If industrial, indicate type, estimated employment per shift and loading facilities.

19. If institutional, indicate the major function, estimated employment per shift, estimated occupancy, loading facilities and community benefits to be derived from the project.

20. If the project involves a variance, conditional use or rezoning application, state this and indicate clearly why the application is required.

Are the following items applicable to the project or its effects?

- | Yes | No | | <i>Discuss below all items checked yes (attach additional sheets as necessary).</i> |
|--------------------------|--------------------------|-----|--|
| <input type="checkbox"/> | <input type="checkbox"/> | 21. | Change in existing features of any bays, tidelands, beaches, lakes, hills or substantial alteration of ground contours. |
| <input type="checkbox"/> | <input type="checkbox"/> | 22. | Change in scenic views or vistas from existing residential areas or public lands or roads. |
| <input type="checkbox"/> | <input type="checkbox"/> | 23. | Change in pattern, scale or character of general area of project. |
| <input type="checkbox"/> | <input type="checkbox"/> | 24. | Significant amounts of solid waste or litter. |
| <input type="checkbox"/> | <input type="checkbox"/> | 25. | Change in dust, ash, smoke, fumes or odors in vicinity. |
| <input type="checkbox"/> | <input type="checkbox"/> | 26. | Change in ocean, bay, lake, stream or ground water quality or quantity, or alteration of existing drainage patterns. |
| <input type="checkbox"/> | <input type="checkbox"/> | 27. | Substantial change in existing noise or vibration levels in the vicinity. |
| <input type="checkbox"/> | <input type="checkbox"/> | 28. | Site on filled land or on slope of 10 percent or more. |
| <input type="checkbox"/> | <input type="checkbox"/> | 29. | Use or disposal of potentially hazardous materials, such as toxic substances, flammables or explosives. |
| <input type="checkbox"/> | <input type="checkbox"/> | 30. | Substantial change in demand for municipal services (police, fire, water, sewage, etc.). |
| <input type="checkbox"/> | <input type="checkbox"/> | 31. | Substantial increase in fossil fuel consumption (electricity, oil, natural gas, etc.). |
| <input type="checkbox"/> | <input type="checkbox"/> | 32. | Relationship to a larger project or series of projects. |
| <input type="checkbox"/> | <input type="checkbox"/> | 33. | Has a prior environmental impact report been prepared for a program, plan, policy or ordinance consistent with this project? |
| <input type="checkbox"/> | <input type="checkbox"/> | 34. | If you answered yes to question 33, may this project cause significant effects on the environment that were not examined in the prior EIR? |

ENVIRONMENTAL SETTING

35. Describe the project site as it exists before the project, including information on topography, soil stability, plants and animals, and any cultural, historical or scenic aspects. Describe any existing structures on the site, and the use of the structures. Attach photographs of the site. (Snapshots or instant photos acceptable.)

36. Describe the surrounding properties, including information on plants and animals and any cultural, historical or scenic aspects. Indicate the type of land use (residential, commercial, etc.), intensity of land use (one-family, apartment houses, shops, department stores, etc.), and scale of development (height, frontage, set-back, rear yard, etc.). Attach photographs of the vicinity. (Snapshots or instant photos acceptable.)



Water Quality Management Plan (WQMP) Priority Project Determination Checklist

Project Name: _____

Project Location: _____

Project Description: _____

Part A. Priority Project	YES	NO
1. New development projects that create 10,000 sq. ft. or more of impervious surface. Includes commercial, industrial, residential housing, subdivisions, mixed-use, and public projects on private or public property that fall under the planning and building authority of the Permittee.		
2. Automotive repair shops, auto body shops, or auto parts stores. (SIC codes 5013, 5014, 5541, 7532-7534, and 7536-7539)		
3. Retail Gasoline Outlets (RGOs). This category includes RGO's that meet the following criteria: (a) 5,000 sq. ft. or more, or (b) a projected Average Daily Traffic (ADT) of 100 or more vehicles per day.		
4. Restaurants where the land area of the development is over 5,000 sq. ft. including parking areas. This is defined as facilities that sell prepared foods and drinks for consumption, including stationary lunch counters and refreshment stands selling prepared foods and drinks for immediate consumption. (SIC code 5812)		
5. Hillside developments greater than 5,000 sq. ft. (refer to definition of hillside on second page)		
6. Impervious surface of 2,500 sq. ft. or more located within, directly adjacent to (within 200 feet), or discharging directly to receiving water within Environmentally Sensitive Areas (ESAs).		
7. Parking lot of 5,000 sq. ft. or greater, including associated drive aisle, and potentially exposed to urban storm water runoff. (refer to definition of parking lot on second page)		
8. Streets, roads, highways, and freeways. This category includes any paved surface that is 5,000 sq. ft. or greater used for the transportation of automobiles, trucks, motorcycles, and other vehicles. (excluding routine maintenance activities)		
9. All significant redevelopment projects, where significant redevelopment is defined as the addition or replacement of 5,000 sq. ft. or more of impervious surface on an already developed site. (refer to definition of redevelopment on second page)		
10. Extending, relocating, or replacing storm drain lines disturbing 5,000 sq. ft. or more. Including any storm drain project that alters the original line and grade and/or alters the hydraulic capacity of the storm drain facilities.		

Part B. Non-Priority Project	YES	NO
11. Requires a discretionary action that will include a precise plan of development, except for those projects exempted by the Permittee's Water Quality Ordinance.		
12. Requires the issuance of a non-residential plumbing permit for pipelines conveying hazardous materials such as gasoline.		
13. Below ground linear drainage (sewer lines and water lines) and utility construction that disturb 5,000 sq. ft. or more.		
14. Below ground linear drainage (storm drain lines) 5,000 sq. ft. or more, where the original line and grade and/or the hydraulic capacity of the storm drain facilities are not altered (i.e. maintenance/replacement of an existing line).		

Priority Project: Any question answered "YES" in part A (numbers 1-10 above)

Non-Priority Project: Any question answered "YES" in part B (numbers 11-14 above)

Exempt Project: All questions answered "NO" (numbers 1-14 above)

Determination: This project is a: Priority Project Non-Priority Project Exempt

DEFINITIONS

“**Hillside development**” is defined as any development which is located on areas with known erosive soil conditions or where a natural slope is 25% or more.

“**Parking Lot**” is defined as a land area or facility for the temporary parking or storage of motor vehicles used personally, for business, or commerce.

“**Redevelopment**” means (a) land disturbing activity that results in the creation, addition, or replacement of 5,000 sq. ft. or more of impervious surface area on an already developed site. Redevelopment does not include routine maintenance activities that are conducted to maintain original line and grade, hydraulic capacity, original purpose of the facility, or emergency redevelopment activity required to protect public health and safety.

If the redevelopment results in an alteration to less than 50% of impervious surfaces of a previously existing development, and the existing development was not subject to WQMP requirements, the numeric sizing criteria only applies to the addition or replacement area. If the addition or replacement accounts for more than 50% of impervious area, the Project WQMP requirements apply to the entire development.

PRIORITY PROJECTS must submit a preliminary WQMP along with the initial project application. The preliminary WQMP must be approved prior to discretionary approval. An approved final WQMP must be submitted along with the project improvement plans, and 3 copies of the approved plan must be received before the City will issue grading and building permits for a project. The Operation and Maintenance (O&M) Plan component of the WQMP must be approved and recorded with the County Recorder’s Office before the City will issue final permits for the project.

Priority Projects require the preparation of a WQMP. The WQMP document must address:

- Site Design Best Management Practices (BMPs)
- Routine structural and non-structural Source Control BMPs,
- Treatment Control BMPs, including consideration of a regional or watershed approach, and
- The mechanism(s) by which long-term operation, inspection and maintenance of all structural BMPs will be provided.
- The mechanism(s) for education and training of applicable groups such as property owners, tenants, occupants, employees, etc.
- Specific information related to LID BMPs can be found in the information available in the Technical Guidance Document.

NON-PRIORITY PROJECT PLAN also requires a WQMP and must incorporate the following in their design submittal:

- Consideration of Site Design BMPs, and
- Routine structural and non-structural Source Control BMPs
- The mechanism(s) by which long-term operation, inspection and maintenance of all structural BMPs will be provided.

Non-Priority projects do not require Treatment Control BMPs like Priority Projects.

Applicant Name

Applicant Signature

Date