



# CITY OF WILDOMAR

## Planning Department

23873 Clinton Keith Road, Suite #110  
Wildomar, CA 92595  
Tel. (951) 677-7751 Fax. (951) 698-1463

For office use only.

**Planning Application  
Project Number**

## CUP – PUP -MDR -VAR- SC – RP APPLICATION

### APPLICATION TYPES (Please indicate all of the planning applications you wish to apply for.)

<input type="checkbox"/> Conditional Use Permit (CUP)	<input type="checkbox"/> Variance (VAR)
<input type="checkbox"/> Major Development Review	<input type="checkbox"/> Substantial Conformance Review (SCR)*
<input type="checkbox"/> Minor Development Review	<input type="checkbox"/> Revised Permit (RP)*
<input type="checkbox"/> Public Use Permit (PUP)	* Original Project Number _____

### PROJECT INFORMATION

Project Address/Location

Assessor Parcel Number(s)

Proposed Project Description (a detailed project description must be included as a separate attachment/letter)

Current Land Use of the project site:

Was a Pre-Application Review done for this Project?  No  Yes

If yes, what is the PAR Number: \_\_\_\_\_

	Existing	Proposed
General Plan Designation		
Zoning Designation		

**APPLICANT CONTACT INFORMATION**

Name		
Mailing Address		
Telephone	Fax	Email (required)
I hereby authorize this application and certify that all filing requirements have been satisfied for my application. I also acknowledge that any missing items may delay the processing of my application.		
Signature of Applicant		Date

**APPLICANT REPRESENTATIVE CONTACT INFORMATION**

Name		
Mailing Address		
Telephone	Fax	Email (required)
All communications concerning this request should be directed to the (Indicate all that apply)		
<input type="checkbox"/> Applicant		<input type="checkbox"/> Applicant Representative
<input type="checkbox"/> Other: _____		
Other Representative Contact Information Name		
Telephone	Fax	Email (required)

**PROPERTY OWNER INFORMATION AND PERMISSION**

Name		
Mailing Address		
Telephone	Fax	Email (required)
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 to and hereby do consent to the filing of this application and acknowledge that the final approval by the City of Wildomar, if any, may result in restrictions, limitations, and construction obligations being imposed on this real property. <i>(If more properties or owners are involved please provide additional sheets.)</i>		
Printed Name of Property Owner(s)		Printed Name of Property Owner(s)
Signature of Property Owner(s)		Signature of Property Owner(s)
Signature of Property Owner(s)		Signature of Property Owner(s)
<input type="checkbox"/> Check here if additional Property Owner Certifications are attached to this application.		



Planning Application  
Project Number

## ACKNOWLEDGEMENT OF FINANCIAL RESPONSIBILITY BY THE APPLICANT

**(Project representative signatures will not be accepted.)**

I acknowledge and certify that this project application is being submitted and processed as a "fixed fee" application in accordance with City Council action approved on November 8, 2023. I also acknowledge that this fixed fee is based on three (3) Plan Reviews and Approval. For each additional plan review above three (3), an extra fee equal to 25% of the original fixed fee amount for each application type will be due before moving forward, and failure to pay the extra fee will result in the City pausing all work on the project review until the fee is paid. I further acknowledge that if this application requires additional legal review by the city attorney beyond the typical review time stipulated in the fixed fee for each application, an additional charge of \$4,969.64 for each 10 additional hours will apply. I lastly acknowledge, upon notification from the City, that if the proposed project becomes inactive for a period of six (6) months, the project will be automatically deemed closed out and withdrawn by the City, and that a new development application and fixed fee (at the time of re-initiation) will be required to restart the project.

## ACKNOWLEDGEMENT OF INDEMNIFICATION RESPONSIBILITY BY THE APPLICANT

**(Project representative signatures will not be accepted.)**

The applicant shall indemnify, protect, defend, and hold harmless, the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, from any and all claims, demands, law suits, writs of mandamus, and other actions and proceedings (whether legal, equitable, declaratory, administrative or adjudicatory in nature), and alternative dispute resolutions procedures (including, but not limited to arbitrations, mediations, and other such procedures), (collectively "Actions"), brought against the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, that challenge, attack, or seek to modify, set aside, void, or annul, the any action of, or any permit or approval issued by, the City and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof (including actions approved by the voters of the City), for or concerning the project, whether such Actions are brought under the California Environmental Quality Act, the Planning and Zoning Law, the Subdivision Map Act, Code of Civil Procedure Section 1085 or 1094.5, or any other state, federal, or local statute, law, ordinance, rule, regulation, or any decision of a court of competent jurisdiction. City shall promptly notify the applicant of any Action brought and request that applicant defend the City. It is expressly agreed that applicant may select legal counsel providing the applicant's defense and the City shall have the right to approve separate legal counsel providing the City's defense. The applicant shall reimburse City for any attorneys' fees, costs and expenses directly and necessarily incurred by the City in the course of the defense. Applicant agrees that City will forward monthly invoices to Applicant for attorneys' fees, costs and expenses it has incurred related to its defense of any Action and applicant agrees to timely payment within thirty (30) days of receipt of the invoice.

Within fourteen (14) days of an Action being filed, applicant agrees to post adequate security or a cash deposit with City in an amount to cover the City's estimated attorneys' fees, costs and expenses incurred by City in the course of the defense in order to ensure timely payment of the City's invoices. The amount of the security or cash deposit shall be determined by the City. City shall cooperate with applicant in the defense of any Action. All signatures below must be notarized as provided on the following page.

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Applicant Printed Name

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Signature of Applicant

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Date

Billing Address:

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Address

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City

---

State

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ZIP CODE

Email Contact Information: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

## CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

STATE OF CALIFORNIA

COUNTY OF

On \_\_\_\_\_, before me, \_\_\_\_\_, personally appeared \_\_\_\_\_, proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: \_\_\_\_\_

### OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form

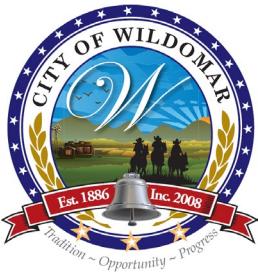
<b>CAPACITY CLAIMED BY SIGNER</b>		<b>DESCRIPTION OF ATTACHED DOCUMENT</b>
<input type="checkbox"/> INDIVIDUAL		
<input type="checkbox"/> CORPORATE OFFICER		TITLE OR TYPE OF DOCUMENT
<hr/>		
<input type="checkbox"/> PARTNER(S)	<input type="checkbox"/> TITLE(S) □ LIMITED □ GENERAL	NUMBER OF PAGES
		<hr/>
<input type="checkbox"/> ATTORNEY-IN-FACT		DATE OF DOCUMENT
<input type="checkbox"/> TRUSTEE(S)		<hr/>
<input type="checkbox"/> GUARDIAN/CONSERVATOR		SIGNER(S) OTHER THAN NAMED ABOVE
<input type="checkbox"/> OTHER	_____	<hr/>
		<hr/>

### SIGNER IS REPRESENTING:

(NAME OF PERSON(S) OR ENTITY(IES))

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# CITY OF WILDOMAR

## Planning Department

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### Application Submittal Requirements for Conditional Use Permits, Public Use Permits, Plot Plans & Variances

#### **Special Note(s):**

- The City has officially adopted an “All-Electronic” project application submittal and fixed fee payment process, including submittal of development plans and all accompanying technical studies (new and resubmittals). When you are ready to make a formal submittal (or resubmittal), please contact Mr. Abdu Lachgar, AICP, Senior Planner at (951) 677-7751, Ext. 203, or via email at [alachgar@wildomar.gov](mailto:alachgar@wildomar.gov). Mr. Lachgar will provide detailed instructions on how to make the formal electronic submittal (and resubmittals) and pay the fixed fees.
- In compliance with Senate Bill 1214 (SB 1214), the City of Wildomar is now required to obtain official approval from a development project’s design professional, or the owner of the copyright if different from the design professional, to post architectural drawings/design plans online as part of the City’s public hearing agenda packet process. If approval from the development project’s design professional is not provided, the City is required to post, as an alternative, a “massing diagram” instead. Said massing diagram must be prepared by an Applicant (or their design professional) and provided (at least 21 days in advance of an agenda posting) to the City.

By signing below, the development project’s design professional, or the owner of the copyright if different from the design professional, grants the City full rights to post architectural drawings/design plans online as part of the City’s public hearing agenda packet process.

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Signature of the project’s design professional

Date

## A. APPLICABILITY

This information handout applies to the following application types:

### 1. Conditional Use Permits

Conditional Use Permits are generally required for the development, use, or revisions to any site for any development project which requires the approval of a conditional use permit as identified in the development code. The development plans shall consist of one or individual sheets and the original drawing size must be 30" x 42". The plans shall include all the items which are identified in Section C below. The plans shall be reviewed for completeness based on this list, as well as any additional project-specific requirements, based upon the location or characteristics of the project site. Operational requirements and restrictions are commonly placed on these applications.

### 2. Major/Minor Development Review

Major/Minor Development Plan reviews are generally required for the development, use, or revisions to any site for any development project which requires the approval of a conditional use permit as identified in the development code. The development plans (or site plan/plot plans) shall consist of one or

individual sheets and the original drawing size must be 30" x 42". The plans shall include all the items which are identified in Section C below. The plans shall be reviewed for completeness based on this list, as well as any additional project-specific requirements, based upon the location or characteristics of the project site. Operational requirements and restrictions are commonly placed on these applications.

### **3. Public Use Permits**

Public Use Permits are generally required for the development, use, or revisions to any site for any development project which requires the approval of a conditional use permit as identified in the development code. The development plans shall consist of one or individual sheets and the original drawing size must be 30" x 42". The plans shall include all the items which are identified in Section C below. The plans shall be reviewed for completeness based on this list, as well as any additional project-specific requirements, based upon the location or characteristics of the project site. Operational requirements and restrictions are commonly placed on these applications.

### **4. Variances**

Variances when associated with a CUP, PUP or Plot Plan shall be identified and included as part of the plan requirements listed in Item 1, 2 & 3 above. The Variance application shall include a separate letter describing the variance request and details how the request meets the findings outlined in Chapter 17.196 of the WMC.

## **B. MINIMUM SUBMITTAL REQUIREMENTS:**

The minimum submittal requirements for development applications/projects requiring a CUP, PUP and/or Plot Plan shall be as follows.

- One (1) electronic (Pdf) copy of the Completed and Signed Application Form Package. The application package shall also include as attachment(s) the following:
  - Detailed project description letter describing the specific details about the proposed project.
  - Completed and signed Environmental Assessment form.
  - Completed and signed Hazardous Waste Disclosure Statement.
  - Aerial maps/exhibits/photos needed for the project.
- Payment for any of the application types herein are required to be paid at the time of formal project submittal. Refer to the city's fee schedule for payment amounts.
- Prior to making the formal submittal to the City of Wildomar, the Applicant is strongly encouraged to contact the Elsinore Valley Municipal Water District (EVMWD) and discuss their Development Review Procedures (see EVMWD memorandum attached).
- A completed and signed EVMWD Due Diligence package, including the EVMWD "Water/Sewer Will-Serve" letter from the District.
- One (1) electronic copy (Pdf format) of the current Preliminary Title Report (no more than 6 months old when submitting) of all properties covered by the proposed development project, including a copy of all legal documents (deed, easement, etc.) mentioned in the title report.
- One (1) electronic (Pdf) copy of the complete development plan set consisting of individual sheets (original drawing size must be 30" x 42") grouped together as identified below.
  - Detailed Site Plan (not to be combined with the grading plan). Refer to Section C below for information that must be provided on the site/plot plan.
  - Preliminary Grading Plan (not to be combined with the site plan).

- Detailed Landscape Plans (prepared by a registered landscape architect) consistent with the City's Landscape Design Standards and Guidelines document. Plans must be detailed "construction level" plans without the irrigation details.
- Architectural elevations (B/W) fully dimensioned & showing all four sides of each building). Proposed architecture shall be consistent with the City's single-family, multi-family or commercial design standards and guidelines document as applicable.
  - Please refer to the Special Note above regarding SB 1214.
- Colored Architectural Elevations (fully dimensioned & showing all four sides of each building suitable for meeting presentation).
  - Please refer to the Special Note above regarding SB 1214.
- Floor plans of each building proposed with the project.
- Roof plans of each building proposed with the project.
- Photometric/Lighting Plan (to verify consistency with Chapter 8.64 of the WMC).
- Visual Simulations for hillside developments.

One (1) recent aerial photograph of the entire Project Site with the boundary of the site delineated (less than one-year old).

To comply with the California Environmental Quality Act (CEQA) guidelines, the City will act as the Lead Agency to prepare the required CEQA documentation (i.e., Negative Declaration, Mitigated Negative Declaration, or EIR). As part of the City's CEQA process, staff will perform a peer review of each technical study to ensure all professional and legal standards are met. Any changes to the studies required by the city must be completed by the Applicant and returned in a timely manner to avoid delays in the CEQA process.

In accordance with City policy, the required CEQA technical studies (as listed below) may be prepared by the Applicant and their consultants and must be submitted with the formal application submittal package described above. The technical studies must be submitted electronically (Pdf format – reduced MB size not to exceed 50 MB, if possible).

- Air Quality Impact Analysis / Greenhouse Gas Emissions Analysis (separate or combined)
- Archeological/Paleontological Report
- Biological Resources Assessment / MSHCP Report (separate or combined).
- Cultural/Tribal Resources Report
- Determination of Biologically Equivalent or Superior Preservation (DBESP) Study (if Jurisdictional Waters are affected)
- Geotechnical/Seismic/Subsidence/Soils Report
- Noise Study Analysis/Report
- Phase 1 Environmental Assessment (Phase 2 EA when required by Phase 1 conclusions)
- Preliminary Drainage & Hydrology Report (separate or combined)
- Project Specific Preliminary Water Quality Management Plan (WQMP)
- Traffic Impact Analysis/Traffic Study (TIA)
- A Traffic Scoping Study must first be approved by the City Engineer prior to commencing the Traffic Impact Analysis
- Visual Simulations (for hillside developments)
- Slope Stability Analysis (for hillside developments)

The City's CEQA procedures will typically follow the following process:

- Upon submittal of a formal application & fees and development plan package, the Planning Department will contact the City's CEQA Consultant to prepare a Scope of Work and Budget to prepare the appropriate ND, MND or EIR. The total budget to prepare any CEQA document will include the CEQA consultant's not-to-exceed budget, city overhead charges and city attorney review fees.
- Once agreed to by the Applicant, the planning department will prepare a tri-party CEQA agreement between the applicant, city and CEQA consultant for approval by the City Council. Upon City Council approval, the Applicant is required to pay 50% of the total fee within 10 days of approval. The remaining 50% of the total fee is due within 24 days of approval.
- Once the CEQA fee is received, the planning department will authorize the CEQA consultant to begin the environmental process and prepare the appropriate environmental document in accordance with CEQA timelines and requirements.

## C. REQUIRED DEVELOPMENT PLAN/SITE PLAN INFORMATION

All development plans/site plan packets must include the minimum information on the plans:

<b>To be checked off by the Planning Dept. upon Project Submittal</b>	<b>Required Information on the Plans</b>
	Name, address and telephone number of applicant.
	Name, address and telephone number of landowner.
	Name, address and telephone number of exhibit preparer.
	Assessor's Parcel Number(s) and, if available the address of property.
	Scale (number of feet per inch - use Engineer's Scale for all maps and exhibits).
	North Arrow.
	Date site plan was prepared.
	Project Number (to be required upon revised submittal).
	Title of the Project on the cover sheet.
	The location of all proposed structures and uses.
	Complete legal description of property.
	Overall dimensions and approximate total of net and gross acreage of property.
	Vicinity map, showing the site relationship to major highways and cities and two access roads (Proposed and existing paved roads will be indicated by heavy dark lines or noted as paved).
	Exhibit Revision Block.
	Proposed lot lines and dimensions of each parcel, if applicable.
	Location of adjoining properties and lot lines.

<b>To be checked off by the Planning Dept. upon Project Submittal</b>	<b>Required Information on the Plans</b>
	Existing and proposed zoning and land use of property.
	Existing use and zoning of property immediately surrounding subject property.
	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.
	Names of utility purveyors and school district(s), including providers of water, sewer, gas, electricity, telephone, and cable television.
	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.
	List and accurately show all easements of record (by map or instrument number), based upon the title report.
	Streets, alleys, and rights-of-way providing legal access to the property.
	Typical street improvement cross-section.
	Label and describe any land or right-of-way to be dedicated to public or other uses.
	Any known existing wells on the property or within 200 feet of the property boundary.
	Existing topography of the property, with the source(s) of the contour lines identified. The contour lines shall extend at least 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. Topography shall be based upon information no older than three years from the date of application and shall be dated and signed by the engineer or land surveyor.
	Preliminary Grading including all cut/fill slopes to scale with slope ratios and slope setbacks from structures and property lines, the elevations of all individual building pads, the elevations at the perimeter of the subdivision, conceptual drainage facilities (including the location of terraces, terrace 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.
	When subsurface septic sewage disposal is intended, include the information described in the "Site Grading, Subsurface Disposal" section below.
	Note whether or not land is subject to liquefaction, or other geologic hazards, or is within a Special Studies Zone.
	Note whether or not land is subject to overflow, inundation, or flood hazards.
	FEMA mapped floodplains and including zone designations.

<b>To be checked off by the Planning Dept. upon Project Submittal</b>	<b>Required Information on the Plans</b>
	Centerline curve radii and typical selections of all open channels.
	Identify proposed parking spaces & landscape planters.
	For residential projects, numbered mobile home or recreational vehicle spaces, dwelling units, or lots, and the total number of each type of space, unit, or lot.
	For mobile home project, the proposed boundary lines, approximate dimensions for each space or site, and the net size, for each space or site.
	Labeled Common areas, open space, and recreational areas with location, dimensions, acreage, and known proposed uses, and name of proposed owner(s) or entity(ies) who will maintain these areas, if applicable.
	Location, dimensions, setbacks, and nature of any proposed and all fences, gates, walls, free-standing signs, driveways, turnouts and/or turnarounds, curbs, drainage structures, and above and below ground structures, including subsurface disposal systems.
	Location and dimensions of existing and proposed ingress and egress, and methods of vehicular circulation.
	Location and dimensions of existing dwellings, buildings or other structures, labeled as existing and indicating whether they are to remain or be removed.
	Location, dimensions, and height of proposed dwellings, buildings or other structures, labeled as proposed.
	The locations and dimension of all proposed planters and landscaped areas.
	The location and proposed amounts for flammable or combustible materials and waste oils. The description of these items shall be included as part of the written description of the project.
	Setback dimensions of existing structures and paved areas.
	Setback dimensions of proposed structures and paved areas.
	Physical water quality components described in the Water Quality Management Plan.
	The location of existing trees (note type & size).
	The location of any Rock Outcroppings on the site.
	Show location of any, and all, riparian/riverine areas within the project boundaries.
	Show and note location of all Utility Points of Connection.
	Identify and locate all un-recorded but prescriptive rights usage (e.g., trials, access points, roads, utilities).
	Show existing septic tank locations, if applicable.

## **D. CONSTRAINED AREA**

Constrained areas 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, driveways, and disturbed areas must be shown.

## **E. SITE GRADING, SUBSURFACE DISPOSAL REQUIREMENTS**

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

## **F. PRELIMINARY WATER QUALITY MANAGEMENT PLAN (WQMP)**

To comply with the WQMP noted above in the CEQA technical Study section, the Applicant must submit a the "Preliminary WQMP Applicability Checklist" form to be stamped/sealed and signed by the project's design professional. Please note that there may be additional requirements for projects draining towards the Santa Ana River Basin (which drains the northern portion of the City into Lake Elsinore) instead of draining towards the Santa Margarita River. The format of the preliminary WQMP report shall mimic the format/template of the final report. See form on the next page to determine if a WQMP is required for the project. The Project Engineer must complete, sign and stamp the form. WQMP documents can be found on the Public Works webpage at the following address: <http://www.cityofwildomar.org/public-works.asp>

**EXHIBIT D:**

**WQMP Applicability Checklist**

# 2018 City of Wildomar WQMP – Exhibit D

## Checklist for Identifying Development Project Type and Submittal Requirements within the City of Wildomar

SECTION A: PROJECT INFORMATION		
Project File No.:		
Project Name:		
Project Location:		
Project Description:		
SECTION B: PROJECT TYPE IDENTIFICATION		
Proposed Project Consists of or Includes:	Yes	No
<b>New Development.</b> The creation of 10,000 square feet or more of impervious surfaces (collectively over the entire project site) including commercial, industrial, residential, mixed-use, and public projects. New Development Projects include projects that are on public or private land which fall under the planning and building authority of the [Insert Jurisdiction].	<input type="checkbox"/>	<input type="checkbox"/>
<b>Redevelopment.</b> The creation, addition or replacement of 5,000 square feet or more of impervious surfaces (collectively over the entire project site) on sites with at least 10,000 square feet of existing impervious surfaces, including commercial, industrial, residential, mixed-use, and public development projects on public or private land.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Automotive repair shops.</b> The creation, addition, or replacement of 5,000 square feet or more of impervious surfaces that support automotive repair shops that are categorized in any one of the following 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"/>
<b>Restaurants.</b> The creation, addition, or replacement of 5,000 square feet or more of impervious surfaces (collectively over the entire project site) at sites and support the selling of prepared foods and drinks for consumption, including stationary lunch counters and refreshment stands selling prepared foods and drinks for immediate consumption (SIC code 5812).	<input type="checkbox"/>	<input type="checkbox"/>
<b>All Hillside developments.</b> The creation, addition, or replacement of 5,000 square feet or more of impervious surfaces (collectively over the entire project site) and support development on any natural slope that is 25% or greater.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Environmentally Sensitive Areas (ESAs).</b> Developments or Redevelopments discharging directly to an ESA that add or replace 2,500 square feet or more of impervious surfaces collectively over the entire project site. "Discharging directly to" includes flow that is conveyed 200 feet or less from the project to the ESA, or conveyed in a pipe or channel any distance as an isolated flow from the project to the ESA.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Parking lots.</b> The creation, addition, or replacement of 5,000 square feet or more of impervious surfaces (collectively over the entire project site) and supports land area or a facility for the temporary parking or storage of motor vehicles used personally for business or commerce.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Streets, roads, highways, and freeways.</b> The creation, addition, or replacement of 5,000 square feet or more of impervious surfaces (collectively over the entire project site) and supports paved impervious surface used for the transportation of automobiles, trucks, motorcycles, and other vehicles.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Retail Gasoline Outlets (RGOs).</b> The creation, addition, or replacement of 5,000 square feet or more of impervious surfaces that in support Retail Gasoline Outlets that are either 5,000 square feet or more or have a project average daily traffic of 100 or more vehicles.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Pollutant Generating projects disturbing over 1 acre.</b> Developments or Redevelopments that disturb over one acre of land and are expected to generate pollutants post construction.	<input type="checkbox"/>	<input type="checkbox"/>
<p>If <u>one or more</u> boxes are checked "Yes" in Section B, project is a Priority Development Project (PDP). Check box below and proceed to Section C.</p> <p><input type="checkbox"/> PDP subject to Site Design, Source Control, Pollutant Control, and Hydromodification Management Requirements.</p> <p>If <u>all</u> boxes are checked "No" in Section B, project is not a PDP. Check box below.</p> <p><input type="checkbox"/> Non-PDP subject to SD and SC requirements. Project requires "Other Development Project" Water Quality Checklist Submittal or local equivalent documentation method.</p>		
SECTION C: POTENTIAL GREEN STREET EXEMPTION		
<p><input type="checkbox"/> PDP does not qualify for (or elect to pursue) the 'Green Streets Exemption' and must submit a Project-Specific WQMP</p> <p><input type="checkbox"/> PDP qualifies for, and elects to pursue, the 'Green Streets Exemption', consult with Copermittee for submittal requirements. This exemption requires that the project be designed a manner consistent with the USEPA Green Streets Manual to the maximum extent practicable. Acceptance of this pathway is contingent on Copermittee approval. See Section 1.1.2 of the WQMP.</p>		

\* Descriptions of SIC codes can be found at <http://www.osha.gov/pls/imis/sicsearch.html>.

Where a Project feature, such as a parking lot, falls into a PDP Category above and exceeds the applicable area threshold for that PDP category, the entire project footprint is subject to WQMP requirements. However, the feature, such as a parking lot or road, would need to exceed the individual area threshold for that category to trigger PDP designation.

Example 1: A new development project that includes a 3,000 sq-ft building and a 4,000 sq-ft parking lot. This would not trigger a PDP because the total impervious cover is less than 10,000 sq-ft and the impervious cover of the parking lot is less than 5,000 sq-ft.

Example 2: A new development project that includes a 2,000 sq-ft building and a 5,500 sq-ft driveway. This would trigger a PDP because the driveway area is greater than 5,000 sq-ft. The PDP applies to the entire project even though the total impervious total impervious cover is still less than 10,000 sq-ft.

## **G. PUBLIC HEARING NOTICE INFORMATION (PROPERTY OWNER MAILING LABELS)**

The public hearing notification package is intended to identify all property owners within a 1,000-foot radius of the corners of the subject property, including any contiguously owned properties. For purposes of this requirement, multiple properties owned by a single entity shall count as one property. The notification package must be prepared and signed by a professional Title company and certified by the property owner or project applicant. The package shall include the following:

1. One (1) photocopy of the property owner listing sheet and project applicant information from above in a three-column format.
2. A 1,000-foot radius property owner map identifying all properties within the required radius on an assessor's map page(s).
3. One (1) copy of an exhibit/map (appropriately sized) showing the subject property boundary (including any contiguous properties, if applicable) and the notification radius line indicating the radius distance of 1,000 feet overlaying all of the properties within that boundary area.
4. Two (2) sets of self-addressed & stamped envelopes (self-sticking & self-sealing envelopes only) shall be provided by the applicant (it is recommended that "Forever" stamps be used in case of future USPS increases). Each envelope must include the property owner's name and mailing address label (including the APN) and the City of Wildomar Planning Department return address label in the upper left corner.
5. A completed Public Hearing Notice Certification Form (see next page), signed by a professional Title company (or similar professional) who prepared the labels certifying that the list of property owners is from the latest equalized assessment roll and complete and accurate.



## PUBLIC HEARING/MAILING NOTICE CERTIFICATION FORM

I, \_\_\_\_\_, certify that on \_\_\_\_\_,  
Print Name of Preparer \_\_\_\_\_ Date \_\_\_\_\_

the attached property owner's list was prepared by:

\_\_\_\_\_ for the following project, \_\_\_\_\_  
Name of Company or Individual \_\_\_\_\_ Project Case Number(s) \_\_\_\_\_

using a radius distance of 600 feet, pursuant to application requirements furnished by the City of Wildomar Planning Department. Said list is a complete and true compilation of the project applicant, the applicant's consultant's and/or representatives, the owner(s) of the subject property, adjacent city/district agencies (as applicable) based upon the latest equalized assessment rolls.

I further certify that the information field is true and correct to the best of my knowledge.

Name: \_\_\_\_\_

Title/Registration: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone No.: (\_\_\_\_) \_\_\_\_\_ Fax No.: (\_\_\_\_) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Planning Case No. (if known when prepared): \_\_\_\_\_

## **H. HAZARDOUS WASTE DISCLOSURE STATEMENT**

The Hazardous Waste Disclosure Statement (provided on the following page) must be completed, signed by the property owner and provided with the application submittal.



# **CITY OF WILDOMAR**

## **HAZARDOUS WASTE SITE DISCLOSURE STATEMENT**

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

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

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

---

Owner/Representative (1)

---

Date

---

Owner/Representative (2)

---

Date

## **I. CITY OF WILDOMAR ENVIRONMENTAL ASSESSMENT FORM**

The attached environmental assessment form must be completed, signed and submitted with the formal development application.



# CITY OF WILDOMAR

## Planning Department

23873 Clinton Keith Road, Suite #201

Wildomar, CA 92595

Tel. (951) 677-7751 Fax. (951) 698-1463

## Environmental Assessment Form

The state of California requires cities to assess the environmental impact of all development projects before permits for such action are issued. The attached form will assist you in presenting the environmental effects of your project. The form includes information about the project and an assessment of the potential environmental impacts. You may be asked to answer other questions and submit additional information to determine the level of environmental review required for the project.

### GENERAL INFORMATION

Project No.(s): \_\_\_\_\_

Project Location: \_\_\_\_\_

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

Applicant's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

List any other permits and/or approvals required for this project, including city, county, regional, state or federal:

\_\_\_\_\_

### DESCRIPTION OF USE (*to be completed for industrial and commercial projects only*)

Proposed use of property: \_\_\_\_\_ Daily hours of operation: \_\_\_\_\_

Estimated number of employees per shift and number of shifts: \_\_\_\_\_

Type(s) of product/goods to be produced: \_\_\_\_\_

List all machines and equipment used: \_\_\_\_\_

List all chemicals used or stored on-site (submit OSHA Material Data Safety Sheet(s), storage amount and method):

\_\_\_\_\_

List all materials and equipment to be stored outside or located on the exterior of the building: \_\_\_\_\_

\_\_\_\_\_

### DESCRIPTION OF PROPOSED DEVELOPMENT

Number, Type and Area of All Existing and Proposed Buildings:

Lot Area: \_\_\_\_\_ Lot Coverage: \_\_\_\_\_ Density: \_\_\_\_\_

Landscape Area & Coverage: \_\_\_\_\_ Parking (required & proposed): \_\_\_\_\_

Is the project to be phased?  Yes  No

If yes, attached additional sheet(s) fully describing, by phase, the number of units, date construction is proposed to begin, and proposed date of occupancy.

\_\_\_\_\_

Is the project part of a larger project? If yes, list associated project(s):  Yes  No

## ENVIRONMENTAL SETTING

Describe the project site as it exists before the project, including topography, soil stability, plants, animals, existing structures, and any cultural, historical or scenic aspects: \_\_\_\_\_

Describe the Surrounding Land Uses: \_\_\_\_\_

North: \_\_\_\_\_ East: \_\_\_\_\_

South: \_\_\_\_\_ West: \_\_\_\_\_

### Will this project:

1. Create a change in existing ground contours? Yes \_\_\_\_\_ No \_\_\_\_\_
2. Create a change in scenic views or vistas from existing residential areas, public roads or public lands? Yes \_\_\_\_\_ No \_\_\_\_\_
3. Create a change in pattern, scale or character in the general area of the project? Yes \_\_\_\_\_ No \_\_\_\_\_
4. Create significant amounts of solid waste or litter? Yes \_\_\_\_\_ No \_\_\_\_\_
5. Create a change in dust, ash, smoke or odors in the vicinity? Yes \_\_\_\_\_ No \_\_\_\_\_
6. Create a change in ground water quality or quantity, or alter existing drainage patterns? Yes \_\_\_\_\_ No \_\_\_\_\_
7. Create substantial change in existing noise or vibration? Yes \_\_\_\_\_ No \_\_\_\_\_
8. Be constructed on filled land or on slope of 10 percent or more? Yes \_\_\_\_\_ No \_\_\_\_\_
9. Create the need for use or disposal or potentially hazardous materials, such as toxic substances, flammable or explosives? Yes \_\_\_\_\_ No \_\_\_\_\_
10. Create a change in demand for municipal services (police, fire, water, sewer, etc.)? Yes \_\_\_\_\_ No \_\_\_\_\_
11. Create a substantial increase in fossil fuel consumption (oil, natural gas, etc.)? Yes \_\_\_\_\_ No \_\_\_\_\_
12. Result in the removal of trees with a trunk diameter greater than 4 inches? Yes \_\_\_\_\_ No \_\_\_\_\_
13. Create changes in existing zoning or general plan land use designations? Yes \_\_\_\_\_ No \_\_\_\_\_
14. Result in the development of 500 or more dwelling units? Yes \_\_\_\_\_ No \_\_\_\_\_
15. Result in the development of a major sports, entertainment or recreational facility that accommodates 2,000 or more persons? Yes \_\_\_\_\_ No \_\_\_\_\_
16. Result in the development of 250,000 or more square feet of office space? Yes \_\_\_\_\_ No \_\_\_\_\_
17. Result in the development of 500 or more hotel/motel rooms? Yes \_\_\_\_\_ No \_\_\_\_\_
18. Result in the development of 250 or more hospital beds? Yes \_\_\_\_\_ No \_\_\_\_\_
19. Result in the development of 250,000 or more square feet of retail-commercial space? Yes \_\_\_\_\_ No \_\_\_\_\_
20. Result in the development of 650,000 or more square feet of industrial space? Yes \_\_\_\_\_ No \_\_\_\_\_

Note: Fully explain all "yes" answers on a separate sheet and attach it to this form. If "yes" was answered to any of the questions contained in questions 14 through 20, a completed Traffic Impact Analysis will be required upon submittal of a formal development application. Contact the City Engineer at (951) 677-7751, for information as to the scope of work.

## CERTIFICATION

I hereby certify that the statements furnished above and in the attached exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements and information presented are true and correct to the best of my knowledge and belief.

Preparer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (print or type): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

**J. ELSINORE VALLEY MUNICIPAL WATER DISTRICT DEVELOPMENT PROCEDURES**

As part of the City's development review process for new development applications, each applicant is required to meet with the EVMWD staff to discuss their proposed project prior to a formal application submittal with the City of Wildomar. This "pre" meeting will streamline the process and ensure that each applicant is aware of the policies and requirements of EVMWD for providing water and sewer service to your project. Please refer to the attached information memorandum regarding EVMWD's development review procedures. Questions related to the EVMWD's review procedures may be directed to the Development Services representative by calling (951) 674-3416, Ext. 8427.

**Board of Directors**  
Phil Williams, President  
Harvey R. Ryan, Vice President  
Andy Morris, Treasurer  
George Cambero, Director  
Nancy Horton, Director



**General Manager**  
John D. Vega  
**District Secretary**  
Terese Quintanar  
**Legal Counsel**  
Best Best & Krieger

*Our Mission...*

EVMWD will provide reliable, cost-effective, high quality water and wastewater services that are dedicated to the people we serve.

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May 25, 2016

Attn: New Developers

**SUBJECT: EVMWD Development Procedures**

In order to minimize potential delays to your water, sewer or recycled water projects, please be sure to contact the Elsinore Valley Municipal Water District (EVMWD) as soon as possible.

For Due Diligence, Planning, Plan Check and/or Inspection questions, please contact EVMWD Engineering Services at [engservices@evmwd.net](mailto:engservices@evmwd.net) or by phone at (951) 674-3146 Ext. 6705.

For Service Availability/Service Commitment Letters, please contact EVMWD Development Services at [development@evmwd.net](mailto:development@evmwd.net) or by phone at (951) 674-3146 Ext. 8427.

Please be aware that your project will not be able to receive water and/or sewer services until the appropriate EVMWD procedures have been followed and approved.

Respectfully,

Joanna Stewart  
EVMWD Development & Construction Services