



CITY OF MURRIETA

Development Services Department

Planning Division

1 Town Square | Murrieta, CA 92562 | 951-461-6061

Application for Subdivisions (DS-249)

Check one as appropriate:

☐ TENTATIVE TRACT MAP (TTM)

☐ VESTING TENTATIVE TRACT MAP (VTTM)

☐ TENTATIVE PARCEL MAP (TPM)

☐ VESTING TENTATIVE PARCEL MAP (VTPM)

☐ MINOR AMENDMENT-VTTM/TTM

☐ MAJOR AMENDMENT-VTTM/TTM

☐ REVERSION TO ACREAGE

☐ MINOR AMENDMENT-VTPM/TPM

☐ MAJOR AMENDMENT-VTPM/TPM

For Planning Office Use Only

Case Number: _____ Date Submitted: _____ Received by: _____

PROJECT INFORMATION

Project Title: _____ Map Number: _____

Map number to be obtained from County of Riverside Transportation & Land Management Agency (951) 955-6880

PROJECT DESCRIPTION (describe the proposed project, including the number of proposed lots and lettered lots, lot size range, private/common open space, density, streets/roadways, utilities, grading, construction/operational phases, etc. Residential Projects: Include # of units/residences, total building square footage, # of buildings

Number of Lots: _____ Number of buildable Lots: _____

Phasing Proposed: Yes ☐ No ☐ If yes, a separate phasing application will be required.

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

PROPERTY INFORMATION

Assessor's Parcel Number(s): _____

Approximate Gross Acreage/Net Acreage: _____ Current Zoning & GP Designation: _____

Property Address/Location: _____

Is Project/Site within the Multiple Species Habitat Conservation Plan (MSHCP) Area: Yes ☐ No ☐

APPLICANT/PROJECT MANAGER/OWNER INFORMATION

PLEASE INDICATE WHICH OF FOLLOWING WILL FUNCTION AS THE CONTACT PERSON FOR THIS PROCESS (SELECT ONLY **ONE POINT OF CONTACT**): Applicant/Developer ☐ Project Manager ☐ Property Owner ☐
Prospective Owner ☐

APPLICANT/DEVELOPER

Contact Name: _____ **E-Mail:** _____

Company Name: _____ **E-Mail:** _____

Mailing Address: _____
Street

City State ZIP

Daytime Phone No: () _____

PROJECT MANAGER (Representative for Developer)

Contact Name: _____ **E-Mail:** _____

Company Name: _____ **E-Mail:** _____

Mailing Address: _____
Street

City State ZIP

Daytime Phone No: () _____

PROPERTY OWNER

Name: _____ **E-Mail:** _____

Mailing Address: _____
Street

City State ZIP

Daytime Phone No: () _____

If the property is owned by more than one person, attach a separate page that references the application case number and lists the names, mailing addresses, and phone numbers of all persons having an interest in the real property or properties involved in this application.

PROSPECTIVE PROPERTY OWNER (If applicable)

Name: _____ **E-Mail:** _____

Mailing Address: _____
Street

City State ZIP

Daytime Phone No: () _____

OWNER CERTIFICATION

I CERTIFY UNDER THE PENALTY OF THE LAWS OF THE STATE OF CALIFORNIA THAT I AM THE PROPERTY OWNER OF THE PROPERTY THAT IS THE SUBJECT MATTER OF THIS APPLICATION AND I AM AUTHORIZING AND DO HEREBY CONSENT TO THE FILING OF THIS APPLICATION AND ACKNOWLEDGE THAT THE FINAL APPROVAL BY THE CITY OF MURRIETA, IF ANY, MAY RESULT IN RESTRICTIONS, LIMITATIONS AND CONSTRUCTION OBLIGATIONS BEING IMPOSED ON THIS REAL PROPERTY.

All signatures must be originals (“wet-signed”). Photocopies of signatures are **not** acceptable.

PRINTED NAME OF OWNER	SIGNATURE OF OWNER
PRINTED NAME OF OWNER	SIGNATURE OF OWNER

If the property is owned by a Corporation, Partnership, or Limited Liability Company (“LLC”), provide documentation that the individual signing is authorized to sign on behalf of the Corporation, Partnership, or LLC.

Written authorization from the legal property owner is required. An authorized agent for the owner must attach a notarized letter of authorization from the legal property owner.

If the property is owned by more than one person, attach a separate page that references the application case number and lists the names, mailing addresses, and phone numbers of all persons having an interest in the real property or properties involved in this application.

☐ See attached sheet(s) for other property owner’s signatures.

Financial Interest Disclosure Form

This portion of the Application must be fully completed and signed by the Applicant. If not, the Application will be deemed incomplete.

Pursuant to Senate Bill 1439, the Property Owner Declaration Form must be accompanied by a list that identifies all individuals and entities as defined by Government Code Section 84308 with financial investments or similar financial commitments in the project. Provide additional sheets if necessary.

1. Date this Disclosure Statement is completed: _____

2. Name of Applicant: _____

A. If Applicant is a limited liability company ("LLC"), please state:

- 1) Full name of LLC
- 2) Address of LLC
- 3) State of registration
- 4) Name and address of managing member(s)
- 5) Name and address of agent for service of process

B. If Applicant is a partnership, please state:

- 1) Full name of partnership
- 2) Address of partnership
- 3) State of registration
- 4) Name and address of general partners
- 5) Name and address of agent for service of process

C. If Applicant is a corporation, please state:

- 1) Full name of corporation
- 2) Address of corporation
- 3) State of incorporation
- 4) Name and address of officers of corporation
- 5) Name and address of shareholder with fifty percent (50%) or more of the shares of the corporation, if any
- 6) If no shareholder has fifty percent (50%) or more of the corporation's share, name, and address of controlling shareholder
- 7) Name and address of agent for service of process

3. Name of each Owner of the subject property:

Owner 1:

Owner 2:

A. If Owner is a limited liability company ("LLC"), please state:

- 1) Full name of LLC
- 2) Address of LLC
- 3) State of registration
- 4) Name and address of managing member(s)
- 5) Name and address of agent for service of process

B. If Owner is a partnership, please state:

- 1) Full name of partnership
- 2) Address of partnership
- 3) State of registration
- 4) Name and address of general partners
- 5) Name and address of agent for service of process

C. If Owner is a corporation, please state:

- 1) Full name of corporation
- 2) Address of corporation
- 3) State of incorporation
- 4) Name and address of officers of corporation
- 5) Name and address of shareholder with fifty percent (50%) or more of the shares of the corporation, if any
- 6) If no shareholder has fifty percent (50%) or more of the corporation's share, name, and address of controlling shareholder
- 7) Name and address of agent for service of process

4. If the subject property is in escrow to be conveyed to another party or is the subject of a purchase and sale agreement, state the name of each person in escrow to purchase the subject property or a party to the purchase and sale agreement ("Party in Escrow"):

A. If the Party in Escrow is a limited liability company ("LLC"), please state:

- 1) Full name of LLC
- 2) Address of LLC
- 3) State of registration
- 4) Name and address of managing member(s)
- 5) Name and address of agent for service of process

B. If Party in Escrow is a partnership, please state:

- 1) Full name of partnership
- 2) Address of partnership
- 3) State of registration
- 4) Name and address of general partners
- 5) Name and address of agent for service of process

C. If Party in Escrow is a corporation, please state:

- 1) Full name of corporation
- 2) Address of corporation
- 3) State of incorporation
- 4) Name and address of officers of corporation
- 5) Name and address of shareholder with fifty percent (50%) or more of the shares of the corporation, if any
- 6) If no shareholder has fifty percent (50%) or more of the corporation's share, name, and address of controlling shareholder
- 7) Name and address of agent for service of process

5. For any deeds of trust or other liens on the property (other than real property tax liens) please state the following:

- A. Name of beneficiary of the deed of trust or lien
- B. Date of the deed of trust or lien.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.
Executed on the date and location set forth below

Name:

Title:

Date of signing:

Location of Signing: () Murrieta or () Other

FILING INSTRUCTIONS FOR LAND USE APPLICATION

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

Each application submitted to the Planning Division must have the Minimum Submittal Intake Requirements (required forms and information included in the application packet) before it will be accepted for intake processing. Ensure all required documents are included in the initial submittal. Planning Division staff may reject the submittal of a Land Use Review Application if the application submittal fails to include all the appropriate items listed in this checklist (Part A-C).

PART A:	Submittal Requirements Checklist
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THE SUBDIVISION FILING PACKAGE MUST CONSIST OF THE FOLLOWING CRITERIA IN ORDER FOR AN APPLICATION TO BE DETERMINED COMPLETE (TO BE VERIFIED BY STAFF):

PLEASE NOTE: If you are applying for an amendment/ revision of a map that proposes no revisions to the Conceptual Grading or number of Lots, you may not need to provide a revised grading plan. Please contact the Planning Division to verify the submittal requirements.

INITIAL SUBMITTAL:

- ☐ A.1 One complete and signed application form (attached).
- ☐ A.2 Signed Property Owner Declaration Form (attached). Please upload the signed Property Owner Declaration Form to our Online Permit Center.
- ☐ A.3 Signed Financial Interest Disclosure Form (attached). Pursuant to California Senate Bill (SB) 1439, the Property Owner Declaration Form must be accompanied by a list which identifies all individuals and entities with financial investments or similar financial commitments to the project. Please upload the signed Financial Interest Disclosure Form to our Online Permit Center.
- ☐ A.4 Filing Fees (see Part E for more information) - The appropriate fee (set fee and/or deposit) for the application type or types. To view the Fee Schedule, go to: <https://www.murrietaca.gov/1264/Comprehensive-Fees> Note: Additional deposits may be assessed as a result of project review (permit fees do not cover consultant review costs such as for our Traffic and Landscape Consultants, Environmental Consultants, City Attorney, and additional noticing costs.)
- ☐ A.5 Signed Financially Responsible Party Form ([Click Here to Access Form DS-216](#)).
- ☐ A.6 Complete Part G-Environmental Setting section of this application.
- ☐ A.7 Other information, including technical studies/reports such as biological surveys, Multiple Species Habitat Conservation Plan (MSHCP) Consistency Analysis, and jurisdictional delineations and/or a cultural resource assessment, will be required as determined by the completed "Environmental Setting" section or the related pre-application/preliminary application reviews. Please confirm with staff prior to submittal.
- ☐ A.8 Part I of the Initial Study (Environmental Assessment). Please confirm with staff if required based on the project scope.
- ☐ A.9 One (1) 8 ½" x 11" photocopy of a U.S. Geological Survey (USGS) 7.5' Series Quadrangle Map at a 1:24,000 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, and location

of the site.) The site must be clearly identified on the map. For access to U.S.G.S. maps, go to: <http://www.usgs.gov/> or <http://www.terraserver.com/?tid=151>.

- ☐ A.10 \$60.00 processing fee (check) payable to “South Coast Information Center College of Arts & Letters” (San Diego State University, 550 Campanile Drive, San Diego, CA 92182-5320)” for cultural resources review. To pay via credit card, please go to the following link: https://myrf.sdsu.edu/prod/f?p=MyMerchant:7:::::P7_ACTIVITY_ID:30002 and provide a copy of the receipt.
- ☐ A.11 One (1) copy of the Preliminary Title Report (must be prepared within the last 6 months). The digital version shall have the ability to access any links that are provided in the document.
- ☐ A.12 **Proof of Ownership/Legal Lot Status:** Provide a copy of the current Grant Deed as proof of current described by a metes and bounds or as a portion of a lot, proof that the property was held in that configuration prior to March 4, 1972 is required except for Tentative Maps and Map Waivers. In these cases, also provide a Grant Deed bearing a County Assessor’s Recording Date prior to March 4, 1972 and showing the property held in the same configuration as the current Grant Deed. NOTE: A Deed of Trust does not substitute for a Grant Deed.
- ☐ A.13 If any of the properties involved do not abut a public street, a copy of legal access (e.g. recorded easement) for said property shall be provided.
- ☐ A.14 One (1) full-size (24”x 36”) copy of the following exhibits. The exhibits must include the information described in the “Subdivision Matrix” (Part D) section of this application.
 - a. Tentative Map
 - b. Conceptual Grading Plan
 - c. Conceptual Fire Access Plan
 - d. Conditional: Existing Site Plan (see Section Part B Item B.15)

All exhibits must be folded no larger than 8 ½” x 11” with the bottom right corner of the sheet facing out.
- ☐ A.15 One (1) copy of reduced (11” x 17”) of the exhibits identified above. (I)
All exhibits must be folded no larger than 8 ½”x 11”
- ☐ A.16 If you are applying for a Vesting map, a Development Plan application along with all of the appropriate submittal requirements is due at the time of submittal.
- ☐ A.17 Complete the “Water Quality Management Plan (WQMP) Information” section of this application.
- ☐ A.18 If determined by the completed WQMP Checklist for either the Santa Ana River or Santa Margarita River region to be required, two (2) completed copies of the Project Specific Preliminary WQMP and the “Summary of Project-Specific Water Quality Management Plan Requirements” section of this application.
- ☐ A.19 Complete and sign the “Hazardous Waste Disclosure Statement” section of this application.
- ☐ A.20 Conditional: One (1) copy of a geological report or waiver thereof if the land division lies within an Alquist Priolo Earthquake Fault Zone.
- ☐ A.21 Conditional: Request for waiver of final map, when applicable (Parcel Maps only).
- ☐ A.22 One (1) copy of a Draft Traffic Study Scoping Agreement signed by a registered Traffic Engineer report shall be submitted to the City. The agreement shall follow the criteria outlined by the City’s Engineering Department.

A traffic study (LOS and/or VMT) may be required pending the results of the draft Traffic Study Scoping Agreement. The applicant shall have a licensed traffic or civil engineer submit a traffic study scoping agreement which is contained in Exhibit A of the following link. The screening process will determine the type of traffic study required, if any, based on the type of uses proposed and the anticipated trip generation. The scoping agreement shall be submitted to the City for review and approval prior to preparing any traffic study.

<https://www.murrietaca.gov/DocumentCenter/View/438/Traffic-Impact-Analysis-Preparation-Guide-PDF>

- ☐ A.23 One (1) recent (less than one year old) aerial photograph of the entire Project Site with the boundary of the site delineated.
- ☐ A.24 A minimum of three (3) ground-level panoramic photographs (color prints) clearly showing the whole project site. Include a location map identifying the position from which the photo was taken and the approximate area of coverage of each photograph.
- ☐ A.25 Water and Sewer will serve letter(s), evaluated and signed by the respective District.
- ☐ A.26 SAN 53 (Sewer & Water Availability) letter from the Riverside County Health Department (Required if the project is not proposing to connect to a municipal sewer and/or water service).
- ☐ A.27 Completed (evaluated and signed by the respective Dept/Agency) PROJECT FACILITY AVAILABILITY forms (attached) for:
 A) [FIRE](#) B) [SEWER](#) C) [WATER](#)
 See **Supplement A** at the end of this application.
 These forms are also linked above or may be found here:
<https://ca-murrieta.civicplus.com/276/Planning-Documents>
- ☐ A.28 Conditional: Climate Action Plan Checklist ([CAP Checklist](#)).
 If the project triggers requirements per the checklist, include one copy of a project-specific Greenhouse Gas (GHG) Analysis that includes measures to address project impacts.
- ☐ A.29 In order to facilitate the mailing of public hearing notices to affected properties, a complete noticing package is required. The required radius is 300 feet from the exterior boundaries of the property for which the application is filed. The Director may require additional noticing, if determined necessary or desirable, or to comply with the “expanded notice” requirements of the Development Code. **Please Note:** Property owner noticing requirements may vary based on the location of the proposed project site.
 - a. An Assessor’s Parcel Map(s) illustrating the required radius as measured from the exterior boundaries of the subject site, include all parcels within the radius and all those that intersect with the radius line. Preferred scale of the map is 1”-200 feet, 1” -300 feet, or 1”-400 feet.
 - b. If more than one (1) Assessor’s Parcel Map is required to identify all of the affected parcels by the proposed project, then an index map shall be included. The index map shall identify the entire area affected on ONE SHEET. The required radius boundary line must be drawn on the map and be clearly visible (Preferably in red line). Index map(s) from the Riverside County Tax Assessor’s Office may be used for this purpose.
 - c. Two (2) sets of gummed or adhesive labels with the name, address, and assessor’s parcel number for every parcel within the required radius. These labels must be based on the latest equalized tax roll from the Riverside County Tax Assessor’s Office.
 - d. Include mailing labels for the property owner, applicant, and representative.
 - e. A Signed certification letter from the person(s) preparing the list certifying that the information contained therein is accurate and is from the latest Riverside County Tax Assessor’s Rolls.

A sample “Public Noticing Certified Property Owner’s List Affidavit” is included at the back of this application.

Information to prepare the above may be obtained from the Riverside County Tax Assessor's Office. Also, local Title Companies offer this service.

A sample of the mailing labels and 300-foot radius map is available upon request.

- ☐ A.30 One copy of Items A1, A2, A3, A5-A9, A11-A29, Items in Section B and Part C in an electronic version (USB memory flash drive) following the Electronic Plan Submittal Format Guidelines (Form DS-259).

PRIOR TO SCHEDULING A PUBLIC HEARING:

1. Project Plans - Six (6) copies of all project plans submitted under Parts A-C:
The exhibits shall also include the information described in the Land Use and Development Matrix (Part D). All exhibits must be folded no larger than 8 ½" x 11" with the bottom right corner of the sheet facing out.
2. Digital images of all plans noted above following the Electronic Plan Submittal Format Guidelines (Form DS-259).

PART B:	Supplemental Application Forms/Requirements (Based on Details of the Request) – Completeness Determination Requirements Checklist
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NOTE: Depending on the nature of the project, the following studies, reports, and exhibits may be required. The need for additional studies, reports, and exhibits may also be determined for the project after the first review cycle. In such cases, the city's review letter will clearly specify that the additional information is necessary for case processing and analysis.

Residential Projects:	Required	Received
B.1 <i>Conditional:</i> Multifamily Residential & Mixed Use Residential Objective Design Standards Checklist - Required for all multi-family housing and mixed-use development. Two (2) copies of a completed "Multifamily Residential & Mixed-Use Residential Objective Design Standards" Checklist. Please include a detailed narrative of where each required standard can be located within the submitted plan set.	☐	☐
B.2 <i>Conditional:</i> <i>SB 330 Form</i> - A copy of the completed and accepted Senate Bill 330 (SB 330) Preliminary Review application and associated City acknowledgment letter.	☐	☐
B.3 <i>Conditional:</i> Density Bonus Supplemental Checklist (Form DS-257) Required for any housing project that is proposing a Density Bonus.	☐	☐

Miscellaneous/Other:

B4. <i>Noise study:</i> A noise study consistent with City of Murrieta Noise Requirements identified in Development Code Section 16.30. Depending on the size, scope and features of the project and the project site, the city may require additional documentation or analysis to provide substantial evidence supporting a determination that of General Plan consistency, which may include but is not limited to, the preparation of a Noise Study by a qualified consultant.	☐	☐
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		Required	Received
B.5	<i>Existing Site Plan:</i> Where a project site or project area may be redeveloped, in part or in whole, the development package shall include an Existing Site Plan. The existing site plan shall illustrate all existing structures and identify if these structures shall remain, be removed, or be altered. The existing site plan shall illustrate existing building sizes in square feet and a brief description of the previous use of each building. The existing site plan shall also illustrate all vehicular and pedestrian access points and all landscaping, and if these features are proposed to remain or be removed or altered.	☐	☐
B.6	For projects larger than 1-acre, a Preliminary Hydrology Study including map and calculations to demonstrate capacity/sizing of proposed and existing storm drain infrastructure. Show before and after discharges to each included drainage basin. Depending upon the complexity of the project, a Preliminary Hydrology Study may be required on any project regardless of size.	☐	☐
B.7	<i>Conditional: Preliminary Soils/Geologic Report</i> - One copy of the preliminary soils/geologic report for all projects with cut or fill depths exceeding 4 feet, deep foundation systems such as drilled piers, shoring, or in areas of significant geologic hazards (subsidence, liquefaction).	☐	☐
B.8	<i>Overhead Utility Plan:</i> This plan shall be drawn to scale on an 8-1/2" x 11" format showing the location and type of existing utility lines and supporting poles on both sides of all streets, alleys, railroad and flood control channel rights-of-way adjacent to the project limits and extending to the first existing pole off-site from the site boundaries	☐	☐
B.9	<i>Conditional: Hillside Overlay:</i> If the project is located within the hillside overlay area provide the following:		
	a) Slope Analysis Map: Required for all projects subject to the Hillside Overlay regulations (Section 16.24) and shall be prepared in compliance with MMC Section 16.24.040.A. The slope analysis is based upon a topographic map with contour intervals not exceeding five (5) feet. The slope analysis shall graphically illustrate the following slope categories and the percentage (%) by acres for the entire property: Slopes less than twenty-five percent; slopes twenty-five percent (25%) to forty-nine (49%); and slopes fifty percent (50%) and over. The slope analysis should also graphically illustrate and quantify any area proposed for encroachment, as defined by the Municipal Code.	☐	☐
	b) Provide a Natural Features Map- This map shall identify slope banks, ridgelines, canyons, natural drainage courses, U.S.G.S. blueline streams, rock outcroppings, sensitive biotic habitat, cultural resources, and other natural features determined to be worthy of consideration for preservation.	☐	☐

		Required	Received
	c) Conceptual Grading Plan in compliance with MMC Section 16.24.040.B	☐	☐
	d) Drainage Map in compliance with MMC Section 16.24.040.C	☐	☐
	e) Geotechnical Report - A geotechnical and soils report, prepared by a registered geotechnical engineer to city standards and in sufficient detail to substantiate and support the design concepts presented in the application as submitted. Additional environmental studies and investigations, including, but not limited to, hydrologic, seismic, access/circulation, and biota research may also be required to help in the determination of the buildable area of a site.	☐	☐
	f) Design Guidelines. – Design guidelines shall be provided for projects that are to be reviewed by the commission. Otherwise, illustrative building elevations showing all sides shall be provided.	☐	☐
	g) Additional Information – The following items may be required if determined necessary by the director to aid in the analysis of the proposed project: 1. A line of sight or view analysis; 2. Photographic and/or computer generated graphic renderings; 3. A topographic model and/or large scale detailed partial model; or 4. Other illustrative techniques determined necessary to aid in review of the project.	☐	☐
B.10	<i>Conditional: PRIOR ENTITLEMENTS</i> – If the project site has prior entitlements, provide the following: Provide a copy of prior permit(s), policy, and subdivision approval(s) entitled to the property. Include all approved Resolutions, Conditions of Approvals, Plans/Exhibits, and Adopted Environmental Documents.	☐	☐
B.11	Multiple Species Habitat Conservation Plan (MSHCP)- Visit the Regional Conservation Authority (RCA) website https://www.wrc-rca.org/. Go to the Interactive Maps page and select the Print icon. Input the property(s) Assessors' Parcel Number (APN) to generate a report. Attach a copy of that report to this application.	☐	☐

PART C:**MURRIETA FIRE AND RESCUE REQUIREMENTS:**

For questions or to obtain additional information, please contact Murrieta Fire & Rescue (MF&R) at FirePermits@MurrietaCA.Gov or (951) 461-6155.

1. Provide a building code summary on the cover sheet. Include the following code information for each building proposed: description of use, occupancy classification(s), number of stories, type of construction, whether fire sprinklers are provided, and what type (NFPA 13, 13R, or 13D), floor area, height, and allowable floor area calculations. California Building Code (CBC) Chapters 3 & 5. This information is necessary to determine applicable code requirements and conditions of approval.
2. Proof of sufficient fire flow is required from the water purveyor. Four water districts serve the City of Murrieta. Provide a site-specific, recent fire flow test report completed within the last 6 months. The test flow shall be completed from the closest fire hydrant(s) to the property. The minimum fire flow requirement is based on the Murrieta Fire Access & Water Guideline and California Fire Code (CFC) 507.3. Additional information is provided below.

TABLE B105.1 MINIMUM REQUIRED FIRE FLOW AND FLOW DURATION FOR BUILDINGS*

<i>Use</i>	<i>Required Flow (gallons per</i>	<i>Duration</i>
One- and Two-Family Dwelling	1500 gpm	2 hours
Multi-Family Dwelling	2500 gpm	2 hours
Commercial	3000 gpm	3 hours
Industrial	3500 gpm	4 hours

*Or as otherwise required by the Fire code official

Eastern Municipal Water District.	Phone: 800-426-3693.
Elsinore Valley Municipal Water District.	Phone: 951-674-3146.
Rancho California.	Phone: 951-296-6900.
Western Municipal Water District.	Phone: 951-571-7100

3. A fire department access plan is required. The plan shall follow the minimum requirements established by MF&R in its guidelines, which can be accessed from the City's Fire Department landing page under the "Forms" tab, then click Guidelines-Fire Department Access & Water. The applicant must design fire access lanes per the requirements of this standard and the CFC. **Please note:** *Projects located in mapped fire hazard areas and/or which include aerial access for buildings greater than two stories will require additional road widths between 26' to 28' feet wide.*

Provide a conceptual "Fire Department Access Plan" exhibit for the planning application. Include all the following:

- ☐ Indicate on the coversheet if the project is in a mapped fire hazard area. Refer to the Fire Hazard Severity Zone maps or contact MF&R to determine whether your project is located within a Moderate Fire Hazard Severity Zone, High Fire Hazard Severity Zone or a Very High Fire Hazard Severity Zone. (VHFHSZ)
- ☐ Show the location of the access road(s) and easements. For multi-story buildings, maintain between 10 to 30 feet from the building face to the inside edge of the fire lane Section 2 of Guideline & CFC § 503.1.1
- ☐ Provide a conceptual underground utility plan for the fire main water service.
- ☐ Two project entrance points shall be provided at approved locations for developments with more than 30 units, as per Section 2 of the Guideline.
- ☐ Width of the access road. Section 2 of Guideline. CFC § 503.2.1
- ☐ Vertical clearance above the fire lane of 13'-6" is required. Also, indicate the presence of any overhead utilities where aerial access is required. CFC § 503.2.1
- ☐ Inside and outside turning radii of 18' and 38'. CFC § 503.2.4
- ☐ Engineered road weight capacity is a minimum of 75,000 lbs. CFC § 503.2.3
- ☐ Identify the type of roadway surface (concrete, asphalt, pavers, etc.). CFC § 503.2.3

- ☐ Indicate the road grade (distinguish changes in 2.5% increments) not to exceed 10% or 5.7 degrees. Section 2 of Guideline & CFC 503.2.7
- ☐ Provide turn-around areas for dead-end fire lanes greater than 150' per Guideline Attachment 7 & CFC § 503.2.5
- ☐ Fire Department Aerial Access. Show aerial access points to all buildings 3-story in height or taller. Note: MMC 15.24.220 § 503.2.1 (c) and § D105.2 & D105.3 require the aerial fire apparatus access roads to have a minimum unobstructed width of 26 feet, excluding shoulders, near the building or portion thereof. One or more of the required access routes meeting this condition shall be located not less than 15 feet (4572 mm) and not greater than 30 feet (9144 mm) from the building and shall be positioned parallel to one entire side of the building. Parking stalls and other obstructions, such as trees, cannot be located at the aerial access points. CFC Appendix D
- ☐ Show the location of required emergency rescue openings for each sleeping room and the associated ladder pads at the building perimeter when required by CBC 1031. See Section 9 of Guideline for details.
- ☐ Demonstrate the required 150' hose pull to all portions of the exterior of the buildings measured 10 feet out from the curb line along a normal path of travel. CFC § 503.1.1
- ☐ Show the location of all gates and fences. If vehicular gates are proposed to be installed across fire lanes, show the location and type proposed on the plans. See Section 5 of the guideline for details.

Important note: The information above for the "conceptual fire access" plan is necessary to determine applicable code requirements and conditions of approval for the planning application only. At the time of submission for the construction permit, MF&R will require a formal review of the complete construction and engineering documents, plans, and information as a formal plan check review.

4. For a project submittal to be deemed complete, a fire protection plan and the related conceptual fuel modification plan in compliance with CFC Section 49 and the City's Guideline for Fuel Modification is required for all projects located in the designated City of Murrieta Wildland-Urban Interface Fire Area. Refer to the State of CA maps or contact MF&R to determine whether your project is located within a moderate, high or VHFHSZ. **If the project falls in a mapped area, add a bold note on the cover sheet of the plans indicating that the project is located within a moderate, high or VHFHSZ.**

PART D:**SUBDIVISION 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.

T	T	V	V	TTM = Tentative Tract Map TPM = Tentative Parcel Map VTM = Vesting Tentative Tract Map VPM = Vesting Tentative Parcel Map Reversion to Acreage – See the Tract Map Submittal Requirements. Revised Map – See the Tract Map or Parcel Map Submittal Requirements.
T	P	T	T	
M	M	T	P	
		M	M	
ALL PLANS:				
X	X	X	X	1. Name, Address, and telephone number of the applicant.
X	X	X	X	2. Name, address, and telephone number of the land owner(s).
X	X	X	X	3. Name, address, telephone number, and license number of the Registered Civil Engineer or Surveyor who prepared the map.
X	X	X	X	4. Assessor's Parcel Numbers and, if available, address of the property.
X	X	X	X	5. Scale (number of feet per inch) of 1" = 20' or 1" = 40'. Use an Engineer's Scale for all maps/exhibits. A smaller scale may be used for the purposes of providing a cover sheet showing the entire project boundaries on one sheet.
X	X	X	X	6. North Arrow
X	X	X	X	7. Date Map or Exhibit Prepared.
X	X	X	X	8. Tentative Map Number with letters and numerals not less than one-half inch in height, in bold face print.
X	X	X	X	9. Title of Map or Exhibit (i.e. Map No., "Vesting Tentative Map", etc.)
X	X	X	X	10. Map book and page numbers of adjoining recorded land divisions.
X	X	X	X	11. Complete legal description of the property(s).
X	X	X	X	12. Overall dimensions and total net and gross acreage of property. If there is a difference between the gross and net acreage, then provide an exhibit that graphically shows what is calculated as gross acreage versus the net acreage with a hatch fill of which areas are included and excluded for the gross acreage.
X	X	X	X	13. Provide a Vicinity Map, a north arrow, and a scale identifying the site's relationship to major highways and surrounding cities and unincorporated communities and two access roads. (Proposed and existing paved roads will be indicated by heavy lines or noted as paved).
X	X	X	X	14. Exhibit revision block.
X	X	X	X	15. Land division boundary line.
X	X	X	X	16. Proposed lot information, including: lines and dimension of each parcel, finished pad elevation, gross & net square feet of each lot. Each lot shall be numbered with the highest number lot circled.
X	X	X	X	17. Numbered mobile home or recreational vehicle spaces, dwelling units, or lots, and the total number of each type of space, unit, or lot.
X	X	X	X	18. Location of adjoining property and lot lines.

T	T	V	V	TTM = Tentative Tract Map TPM = Tentative Parcel Map VTM = Vesting Tentative Tract Map VPM = Vesting Tentative Parcel Map Reversion to Acreage – See the Tract Map Submittal Requirements. Revised Map – See the Tract Map or Parcel Map Submittal Requirements.
X	X	X	X	19. A statement indicating that the tentative map includes the entire contiguous ownership of the land divider or only a portion thereof.
X	X	X	X	20. Existing zoning within a 100-foot radius of the subject property, including the subject property itself.
X	X	X	X	21. Existing use of property immediately surrounding the subject property, including the subject property itself. (e.g. Existing Use: Developed Commercial Center/ Zoning: Community Commercial).
X	X	X	X	22. If the 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	23. If the project is within a Community Services District landscape and lighting area, identify the district. If it is not, then state that the site is not located within a Landscape Lighting District area.
X	X	X	X	24. Names, addresses, and phone number of utility purveyors and school district(s), including providers of water, sewer, gas, electricity, telephone, and cable television.
X	X	X	X	25. Location, widths, and improvements of existing and proposed public utility easements, transmission lines, power and telephone poles, and underground utilities on or abutting the property.
X	X	X	X	26. Names (use letters for new streets), locations, right-of-way widths, and existing and proposed improvements of adjacent existing and proposed streets and the approximate grades of proposed and existing streets and approximate street centerline radii of curbs. If private streets are proposed, they shall be so noted on the tentative map.
X	X	X	X	27. List the purpose and accurately show the width and location of all easements of record (by map or instrument number).
X	X	X	X	28. Typical Street Improvement cross-section
X	X	X	X	29. Location, dimensions, setbacks, and nature of <u>proposed</u> and <u>existing</u> (label “to remain” or “to be removed”), fences, gates, walls, retaining wall(s), 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	30. Location, dimensions, and cross-section of existing and proposed ingress and egress, and methods of vehicular circulation.
X	X	X	X	31. Label and describe any land or rights-of-way to be dedicated to public or other uses.
X	X	X	X	32. All known existing (<u>label “to remain” or “to be removed”</u>) wells and sewage disposal system (subsurface) on the property or within 200 feet of the property boundary.
X	X	X	X	33. Location and dimensions of existing dwellings, buildings or other structures, labeled as existing and indicating whether they are to remain or be removed.
X	X	X	X	34. Location, dimensions, and height of proposed dwellings, buildings, or other structures, labeled as proposed (if applicable).
X	X	X	X	35. Setback dimensions of proposed structures and paved areas.
X	X	X	X	36. Setback dimensions of existing structures and paved areas.

T T M	T P M	V T T M	V T P M	TTM = Tentative Tract Map TPM = Tentative Parcel Map VTM = Vesting Tentative Tract Map VPM = Vesting Tentative Parcel Map Reversion to Acreage – See the Tract Map Submittal Requirements. Revised Map – See the Tract Map or Parcel Map Submittal Requirements.
X	X	X	X	37. Existing topography of the property, with the source(s) of the contour lines identified. The contour lines shall extend 300 feet beyond the exterior boundaries of the subject property when an adjacent property is unimproved or vacant. When an adjacent property is improved or not vacant, contour lines shall extend beyond the exterior boundaries of the subject property a distance sufficient to determine compatibility with adjacent property. Maximum contour interval should be five feet. Flood Control District and Transportation Department base maps are acceptable sources of information. Topography from U.S.G.S. maps may be used only when more detailed information is not available. Additional topography map may be required if deemed necessary.
X		X		38. 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 drainages, brow ditches, V-ditches, and lot to lot drainage facilities), trenching depths/widths, existing topography and the relationship to adjoining land and proposed development, and existing grading.
	X		X	39. Detailed grading plan to include all information required in item 38 for all existing and proposed roads, and for all proposed pad and driveway locations within “constrained” areas. Constrained areas include, but are not limited to, the following resources and hazards; Slopes in excess of 25%, biological sensitive areas, archaeological/cultural/tribal sensitive areas, flood hazard areas, ridgelines, hilltops, and geologically hazardous areas. Within constrained areas, proposed pad locations and driveways must be shown.
		X	X	40. Detailed grading plan to include all information required in item 38 plus a typical lot drainage design with a building envelope.
X	X	X	X	41. Show all slopes 3:1 or steeper.
X		X		42. Location, dimensions (including height and base), setbacks, and nature of any proposed and all existing fences, gates, walls, free-standing signs, driveways, turnouts and/or turnarounds, curbs, drainage structures, and above and below ground structures, including specific subsurface disposal systems.
X	X	X	X	43. Spot elevations (proposed finished elevations) sufficient to demonstrate that streets, driveways, parking lots, and drainage grades meet minimum requirements. Spot elevations may be necessary at street intersections, ends, and cul-de-sacs; beginning and end of all driveways, parking lot outer limits, entrance and end points at all grade breaks.
X	X	X	X	44. When subsurface septic sewage disposal is intended, include and identify the primary sewage disposal system and its 100% expansion area, 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	X	45. Note whether or not land is subject to liquefaction or other geographic hazards, seismic areas or is within a Special Studies Zone.
X	X	X	X	46. Note whether or not land is subject to overflow, inundation, or flood hazards.
X	X	X	X	47. If applicable, indicate the location of any seismic fault line(s) and the setbacks required between it and proposed structures.

T T M	T P M	V T T M	V T P M	TTM = Tentative Tract Map TPM = Tentative Parcel Map VTM = Vesting Tentative Tract Map VPM = Vesting Tentative Parcel Map Reversion to Acreage – See the Tract Map Submittal Requirements. Revised Map – See the Tract Map or Parcel Map Submittal Requirements.
X	X	X	X	48. FEMA mapped floodplains and floodways including zone designations.
X	X	X	X	49. Drainage plan showing how all on-site and off-site stormwater will be conveyed through the priority. The exhibit shall clearly label points of concentration where flows enter or exit the site and indicate the amount of runoff (cubic feet per second – CFS) and the tributary drainage area (acres) at these points. The drainage plan shall acknowledge offsite construction required to collect flows and to discharge them to an adequate outlet. The exhibit shall also clearly label all watercourses, channels, culverts, brow ditches, or other flood control facilities passing through the site and indicate whether they are proposed or existing. Additionally, all facilities shall be labeled with name, owner, maintenance entity, size, grades, and dimensions. All easements or rights of way shall be shown and their widths indicated. Where calculated flow rates or hydraulic capacities are supplied or where flood control facilities are proposed, the exhibit shall be signed and sealed by a registered civil engineer.
X	X	X	X	50. Show any existing watercourses and identify jurisdiction delineations of the water course.
X	X	X	X	51. Centerline curve radii and typical selections of all open channels.
X	X	X	X	52. Labeled common areas, open space, and recreational areas with location, dimensions, acreage, and known proposed uses, and name of proposed owner(s) or entities who will maintain these areas.
		X	X	53. Lighting system, both street and outdoor.
X	X	X	X	54. To demonstrate compliance with the City's Water Quality Management Plan, water quality features or a note describing the site's water quality features shall be shown.
X	X	X	X	55. If the map is to be phased, show the proposed phases and their sequence of development. A Phasing Plan application with fee payment and approval is necessary if phasing is requested. As a note, Phase Zero requires all frontage improvements to be installed prior to occupancy, regardless of any phasing request.
X	X	X	X	56. Label all existing trees and indicate if the tree is proposed to be preserved and/or removed. Indicate the type and location of existing trees with a trunk diameter of 9.5 inches or greater. Oak trees of four (4) inches or greater in diameter shall, in all cases, be shown. On a separate plan/sheet, provide detailed information regarding site constraints and protection for all trees to be preserved in place, relocated, and/or mitigated under 16.42 Tree Preservation.
X	X	X	X	57. Indicate the location of all existing fire hydrants within 500 feet of the front property line.
X	X	X	X	58. (Fire): The Project shall demonstrate compliance with the City of Murrieta Fire Code and the California Code of Regulations (CCR) Parts 1-12), Title 19, Public Safety, and Title 24, California Building Standards Code, along with adherence to the Murrieta Fire & Rescue guidelines.
X	X	X	X	59. Indicate on plans whether the project site is within a Very High Fire Hazard
X	X	X	X	60. SITE CROSS-SECTIONS: Provide site cross-sections at each property boundary showing existing and proposed improvements, topography, retaining walls, drainage facilities, etc. If retaining walls or changes in topography (over 5') are proposed additional site sections are required. When proposing changes to an existing structure or site, it is required to submit two separate cross-sections of the <u>site</u> representing the site topography in relationship to the proposed development viewed from different directions. Sections shall be drawn where the adjacent property is affected to the greatest extent. The level of detail on cross-sectional drawings may vary depending on the scope of the project.

Additional copies of this application may be obtained from the Planning Division Web Page at <https://ca-murrieta.civicplus.com/276/Planning-Documents>

Part E:	Plan Submittal Formats and Filing Requirements (Electronic & Paper)
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Development Package submitted electronically to be reviewed by staff for completeness and accuracy following the Electronic Plan Submittal Format Guidelines (Form DS-259).

Provide a digital copy (PDF) of all project files (Items identified in Part A-D) in an electronic version (USB memory flash drive) following the Electronic Plan Submittal Format Guidelines (Form DS-259).

One hard copy of all documents in the formats identified in Parts A-D shall be provided to the Planning Division in order for the application to be determined to be submitted and complete.

Part F:	Filing Fees
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Refer to the Planning Division Fee Section of the Comprehensive Fee List for the most current fees (<https://www.murrietaca.gov/1264/Comprehensive-Fees>). Note: Additional fees may apply upon review of the application. Application fees include a review for completeness review and up to 2 technical/design submittals. Additional processing fees will apply to the 3rd and subsequent technical/design submittals. Application fees include the 1st Planning Commission Hearing. Additional hearings are subject to additional fees.

- Tentative Tract Map Application..... See current fee schedule.
- Per Lot Fee See current fee schedule.
- Public Notice (Staff Time)..... See current fee schedule.
 - Public Notice (Advertising)
 - Public Notice (Sign Posting)
 - Public Notice(Mailing to Property Owners)
- General Plan Update Fee See current fee schedule.
- MSCHP / JPR Review Fee See current fee schedule
- Environmental Assessment See current fee schedule.

Example for a Tentative Tract Map Application (200 lots) submitted in 2025

Tentative Tract Map	(Deposit)\$15,645.00
Environmental Assessment (Initial Study/ND/MND) Review	\$ 4,274.21
General Plan Update Fee	\$ 52.15
Public Notice (Advertising)	\$ 146.02
Public Notice (Sign Posting) (192.96/sign @ 2signs)	\$ 385.92
Public Notice (Property Owner Mailing)	\$ 172.10
Total	\$ 15,645.00

Application Type	Application Fee / Deposit Fee	Per Lot Fee	General Plan Update Fee	MSHCP/JPR Fee	Environmental Assessment	Public Notice Fees
Tentative/Vesting Tentative Tract Map	X		X	TBD	X	X
Tentative /Vesting Tentative Parcel Map	X		X		X	X
Tentative /Vesting Tentative Tract Map-Major Amendment	X		X		X	X
Tentative /Vesting Tentative Tract Map-Minor Amendment	X	X	X		X	X
Tentative /Vesting Tentative Parcel Map-Major	X	X	X		X	X

Amendment						
Tentative /Vesting Tentative Parcel Map-Minor Amendment	X	X	X		X	X
Reversion to Acreage	X				TBD	X

Part G:**ENVIRONMENTAL SETTING**

Approximate Gross Acreage/Net Acreage: _____

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

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

Existing zoning of adjacent parcels: _____

Precisely describe existing uses adjacent to the site: _____

MSHCP Number (if applicable): _____

Two (2) copies of an MSHCP Consistency Analysis and appropriate focused surveys are required if the site is in an MSHCP cell/cell group.

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 ☐

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 ☐

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

Yes ☐ No ☐

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

Yes ☐ No ☐

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

Yes ☐ No ☐

Is the site in a flood plain?

Yes ☐ No ☐

If "Yes", a copy of a drainage plan is to accompany this application.

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: _____

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 road, highway or freeway? _____

If yes, a noise study is to accompany this application.

COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL PROJECTS:

Indicate specific type of use proposed: _____

s 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: _____

What 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, including State Highways (CalTrans) and City of Murrieta?

How many anticipated truckloads? _____.

Where on the Project site will construction equipment and employee parking be staged?

What is the square footage of usable pad area? (area excluding all slopes) _____ sq. ft.

Give time estimated dates for the following:

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

Is water service available at the project site?: Yes ☐ No ☐

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

Is sewer service available at the project site?: Yes ☐ No ☐

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

Is a reclaimed water service available at this site? Yes ☐ No ☐

If "No", how far must reclaimed water line(s) be extended to provide service (# of feet) _____

WATER QUALITY MANAGEMENT PLAN (WQMP) INFORMATION

The San Diego Region Regional Water Quality Control Board has adopted Board Order R9-2010-0016 in compliance with the federal National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Clean Water Act requirement. This Board Order regulates the discharge of pollutants from the County's MS4, and requires the County to implement measures to mitigate the water quality impacts of new developments within its jurisdiction. In compliance with this Board Order, projects submitted within the City of Murrieta for discretionary approval are required to comply with the Water Quality Management Plan for Urban Runoff (WQMP). The WQMP addresses post-development water quality impacts from new development and redevelopment projects. The WQMP provides detailed guidelines and templates to assist the developer in completing the necessary studies. These documents are available online at: <http://www.murrietaca.gov/256/Water-Quality>

To comply with the WQMP, a developer may be required to submit a "Project Specific" Final WQMP. This report is intended to, a) identify potential post-project pollutants and hydrologic impacts associated with the development; b) identify proposed Low Impact Development (LID) mitigation measures and Best Management Practices –(BMPs) for identified impacts including site design, source control and treatment control post-development BMPs; and c) identify sustainable funding and maintenance mechanisms for the aforementioned BMPs. A template for this report is included as an appendix to the WQMP. Projects requiring Project Specific Final WQMPs will also need to include a PRELIMINARY Project Specific WQMP along with the application package. The format of the PRELIMINARY report is the same template as the Final report but would be at a much lesser level of detail. For example, points a, b & c above would be covered, rough calculations supporting sizing would be included, and footprint/locations for the BMPs would be identified on the tentative exhibit. Detailed drawings will not be required.

Note that retention is the 1st order of treatment, and infiltration is Regional Boards preference of treatment. Projects must demonstrate how infiltration can or cannot be used. Typically, this involves conducting soils testing which includes infiltration and/or percolation testing. Testing must be in conformance to the standards set in the Riverside County Flood Control Design Handbook for Low Impact Development Best Management Practices. If infiltration is not feasible, a project must then evaluate harvest and re-use.



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

Applicant Name: _____ Phone #: _____

Project Location: _____

Case #: _____ Tract #: _____ APN: _____

Does the proposed project incorporate any of the following items?		YES	NO
1	Modification to Existing Development (Significant Redevelopment) - this category includes the addition, creation or replacement of 5,000 sq. ft. or more of impervious surface on an already developed site. This category includes: (a) The expansion of a building footprint or addition or replacement of a <u>structure</u> ; (b) Replacement of impervious surface that is not part of routine maintenance activities; and Note: <u>Where</u> modification to existing development results in an increase of less than 50% of the impervious surface of a previously existing development, and the existing development was not subject to WQMP requirements, WQMP requirements shall apply only to the addition, and not to the entire development. <u>Otherwise</u> the entire development must be treated.		
2	New Development - <u>that</u> creates 10,000 sf or <u>more of</u> impervious surfaces (collectively over the entire site) including commercial, residential, and public projects, on public and private lands.		
3	Automotive Repair Shops - as a facility that is categorized in any one of the SIC codes: 5013, 5014, 5541, 7532-7534, or 7536-7539		
4	One Acre Threshold - post-construction pollutant-generating new Development Projects that result in the disturbance of one acre or more of land by July 1, 2012.		
5	Restaurants - this category includes all eating and drinking establishments where the land area for development is greater than 5,000 sq. ft. Note: <u>Restaurants</u> with land area less than 5,000 sq. ft. shall meet modified WQMP requirements that except for structural treatment BMP and peak flow criteria.		
6	Hillside development - this category includes any developments that create more than 5,000 sq. ft. of impervious surface located in an area with known erosive soil conditions, and where the project will require grading on natural slopes of 25% or greater.		
7	Environmentally sensitive areas (ESAs) - this category includes all development located within or directly adjacent to or discharging directly to an ESA which either creates 2,500 sq. ft. of impervious surface or increases 10% or more of its naturally occurring condition. Note: <u>"Directly adjacent"</u> means situated within 200 feet of the ESA. <u>"Discharging directly to"</u> means outflow from a drainage conveyance system that is composed entirely of flows from the subject development or redevelopment <u>site, and</u> not commingled with flows from adjacent lands.		
8	Parking lots - this category includes projects that create 5,000 sq. ft. of impervious surface for temporary parking or storage of motor vehicles. This category includes parking lots associated with any of the developments listed above.		
9	Streets, roads, highways & freeways - this category includes projects that create 5,000 sq. ft. or more of impervious surface for transportation of motor vehicles.		
10	Retail gasoline outlets (RGOs) - this category applies if either the RGO is 5,000 sq. ft or more or with a projected <u>average daily traffic (ADT)</u> of 100 or more vehicles per day.		

A project-specific WQMP is required if the answer to any of the above questions is "YES."

WQMP Template can be found at <http://www.murrieta.org/Public Works/Water Quality>

All City\WP\COMMON\Engineer\WQMP\Checklist WQMP - Santa Margarita 2012 New

HAZARDOUS WASTE AND SUBSTANCES DISCLOSURE STATEMENT

Consultation of Lists of Sites Related to Hazardous Wastes (Certification of Compliance with Government Code Section 65962.5)

I have been informed by the City of Murrieta of my responsibilities pursuant to California Government Code Section 65962.5 to notify the City as to whether the site for which a development application has been submitted is located within an area which has been designated as the location of a hazardous waste site (attached) by the California Environmental Protection Agency.

Under the statute, no application shall be accepted as complete without the signed statement.

Pursuant to State of California Government Code Section 65962.5, I have consulted the Hazardous Waste and Substances Sites List compiled by the California Environmental Protection Agency and hereby certify that (check one):

consulted the Hazardous Waste and Substances Sites List compiled by the California Environmental Protection Agency and hereby certify that (check one):

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

APPLICANT

PROPERTY OWNER

Name: _____

Name: _____

Address: _____

Address: _____

Phone Number: _____

Phone Number _____

Address of Site: _____

Local Agency (City and County): _____

Assessor's book, page, and parcel number: _____

Specify list(s): _____

Regulatory Identification Number: _____

Date of List: _____

Applicant Signature/Date

Property Owner Signature/Date

PART A – REGIONAL WATER QUALITY CONTROL BOARD HAZARDOUS WASTE SITES

Determine if your project is within a one-mile radius of a hazardous waste site.

1. Visit geotracker.waterboards.ca.gov
2. Enter your project address
3. Enter a buffer (radius) of 5,280 feet (one mile)
4. Print the map and attach it.
5. **Is the project within a one-mile radius of an identified hazardous waste site?** Yes ☐ No ☐

PART B – PUBLIC WELL PROXIMITY

Determine if your project is within a one-mile radius of a public well site.

1. Visit <http://geotracker.waterboards.ca.gov/gama>
2. Enter your project address
3. Enter a buffer (radius) of 5,280 feet (one mile)
4. Print the map and attach it.
5. **Is the project within a one-mile radius of an identified public well?** Yes ☐ No ☐

The Hazardous Waste and Substances Sites List (Cortese List) is used by the State, local agencies and developers to comply with the California Environmental Quality Act requirements in providing information about the location of hazardous materials release sites.

Per the California Environmental Protection Agency's website, "While Government Code Section 65962.5 [referred to as the Cortese List] makes reference to the preparation of a "list," many changes have occurred related to web-based information access since [the amended statute's effective date in] 1992 and this information is now largely available on the Internet sites of the responsible organizations. Those requesting a copy of the Cortese "list" are now referred directly to the appropriate information resources contained on the Internet web sites of the boards or departments that are referenced in the statute."

Below is a list of agencies that maintain information regarding hazardous waste and substances sites.

Department of Toxic Substances Control

www.calepa.ca.gov/sitecleanup/CorteseList/default.htm

www.calepa.ca.gov/database/calsites

www.envirostor.dtsc.ca.gov/public

EnviroStor Help Desk (916) 323-3400

State Water Resources Control Board

<http://geotracker.waterboards.ca.gov/>

County of Riverside Department of Environmental Health Services

<https://rivcoeh.org/>

Hazardous Materials Division

<https://rivcoeh.org/hazardous-materials>

Mailing Address:

Riverside county Department of Environmental Health
P.O. Box 7909
Riverside, CA 92513-7909

Phone Number: (888) 722-4234

Environmental Protection Agency

National Priorities Sites ("Superfund" or "CERCLIS")

www.epa.gov/superfund/sites/cursites

(800) 424-9346 or (702) 284-8214

National Priorities List Sites in the United States

www.epa.gov/superfund/sites/npl/npl.htm



DEVELOPMENT SERVICES DEPARTMENT PROJECT FACILITY AVAILABILITY - FIRE

Please type or use pen

Owner's Name _____ Phone _____
Owner's Mailing Address _____ Street _____
City _____ State _____ Zip _____

ORG _____
ACCT _____
ACT _____
TASK _____ AMT \$ _____
DATE _____

F

DISTRICT CASHIER'S USE ONLY

SECTION 1. PROJECT DESCRIPTION

TO BE COMPLETED BY APPLICANT

- A. ☐ Major Subdivision (TM) ☐ Specific Plan or Specific Plan Amendment
☐ Minor Subdivision (TPM) ☐ Certificate of Compliance: _____
☐ Boundary Adjustment
☐ Rezone (Reclassification) from _____ to _____ zone.
☐ Development Permit, purpose: _____
☐ Use Permit, purpose: _____
☐ Time Extension/ Expired Map Case No. _____
☐ Other _____

Assessor's Parcel Number(s)
(Add extra if necessary)

- B. ☐ Residential Total number of dwelling units _____
☐ Commercial. Gross floor area _____
☐ Industrial Gross floor area _____
☐ Other Gross floor area _____

C. ☐ Total Project acreage _____ Total number of lots _____

D. Construction Type: _____

E. Size of Buildings (in square feet): _____

F. Is site plan attached? ☐ Yes ☐ No

By signing below, the applicant acknowledges that the information provided is accurate and acknowledges that any significant modification of the proposed project may result in changes to the District's draft conditions/availability to serve.

Applicant's Signature: _____ Date: _____

Project Address: _____ Phone: _____

(On completion of above, present to the District that provides water protection to complete Section 2 below.)

SECTION 2: FACILITY AVAILABILITY

TO BE COMPLETED BY MURRIETA FIRE & RESCUE DISTRICT

The information below is based on a cursory review of the information provided on this form. Changes or modification in use, construction type or site design may impact fire requirements. The applicant is encouraged to process an updated form if the project changes or one year from the authorization date has transpired. A more detailed review will be completed once a formal permit application has been file with the City Development Services Department.

A. Closest serving fire station: _____

- B. ☐ District conditions are attached. Number of sheets attached: _____
☐ District will submit conditions at a later date, once a formal permit application has been file with the City Development Services Department.

C. ☐ Fire Flow requirements: _____ GPM @ 20 PSI for _____ Hours

This Project Facility Availability Form is valid until final discretionary action is taken pursuant to the application for the proposed project or until it is withdrawn, unless a shorter expiration date is otherwise noted.

Authorized Signature: _____ Print Name _____

Print Title _____ Phone _____ Date _____

NOTE: THIS DOCUMENT IS NOT A COMMITMENT OF SERVICE OR FACILITIES BY THE DISTRICT

On completion of Section 2 by the District, applicant is to submit this form with application to:
Development Services Department - 1 Town Square, Murrieta, CA 92562



DEVELOPMENT SERVICES DEPARTMENT PROJECT FACILITY AVAILABILITY - SEWER

Please type or use pen

Owner's Name _____ Phone _____

Owner's Mailing Address _____ Street _____

City _____ State _____ Zip _____

ORG _____

ACCT _____

ACT _____

TASK _____ AMT \$ _____

DATE _____

S

DISTRICT CASHIER'S USE ONLY

SECTION 1. PROJECT DESCRIPTION

TO BE COMPLETED BY APPLICANT

- A. ☐ Major Subdivision (TM) ☐ Specific Plan or Specific Plan Amendment
- ☐ Minor Subdivision (TPM) ☐ Certificate of Compliance: _____
- ☐ Boundary Adjustment
- ☐ Rezone (Reclassification) from _____ to _____ zone.
- ☐ Development Permit, purpose: _____
- ☐ Use Permit, purpose: _____
- ☐ Time Extension/ Expired Map Case No. _____
- ☐ Other _____

Assessor's Parcel Number(s)
(Add extra if necessary)

- B. ☐ Residential Total number of dwelling units _____
- ☐ Commercial. Gross floor area _____
- ☐ Industrial Gross floor area _____
- ☐ Other Gross floor area _____

- C. ☐ Total Project acreage _____ Total number of lots _____

- D. Is the project proposing the use of groundwater? ☐ Yes ☐ No
- Is the project proposing the use of reclaimed water? ☐ Yes ☐ No

By signing below, the applicant acknowledges that the information provided is accurate and acknowledges that any significant modification of the proposed project may result in changes to the District's draft conditions/availability to serve.

Applicant's Signature: _____ Date: _____

Project Address: _____ Phone: _____

(On completion of above, present to the District that provides water protection to complete Section 2 below.)

SECTION 2: FACILITY AVAILABILITY

TO BE COMPLETED BY DISTRICT

District Name: _____ Service area _____

- A. ☐ Project is in the district.
- ☐ Project is not in the district but is within its Sphere of Influence boundary, owner must apply for annexation.
- ☐ Project is not in the district and is not within its Sphere of Influence boundary.
- ☐ The project is not located entirely within the district and a potential boundary issue exists with the _____ District.
- B. ☐ Facilities to serve the project ☐ ARE ☐ ARE NOT reasonably expected to be available within the next 5 years based on the capital facility plans of the district. Explain in space below or on attached _____. (Number of sheets)
- ☐ Project will not be served for the following reason(s): _____
- C. ☐ District conditions are attached. Number of sheets attached: _____
- ☐ District has specific water reclamation conditions which are attached. Number of sheets attached: _____
- ☐ District will submit conditions at a later date.
- D. ☐ How far will the pipeline(s) have to be extended to serve the project? _____

This Project Facility Availability Form is valid until final discretionary action is taken pursuant to the application for the proposed project or until it is withdrawn, unless a shorter expiration date is otherwise noted.

Authorized Signature: _____ Print Name _____

Print Title _____ Phone _____ Date _____

NOTE: THIS DOCUMENT IS NOT A COMMITMENT OF SERVICE OR FACILITIES BY THE DISTRICT

On completion of Section 2 by the District, applicant is to submit this form with application to:

Development Services Department - 1 Town Square, Murrieta, CA 92562



DEVELOPMENT SERVICES DEPARTMENT PROJECT FACILITY AVAILABILITY - POTABLE WATER

<i>Please type or use pen</i>		W												
Owner's Name _____ Phone _____	ORG _____													
Owner's Mailing Address _____ Street _____	ACCT _____													
City _____ State _____ Zip _____	ACT _____													
	TASK _____ AMT \$ _____													
	DATE _____													
DISTRICT CASHIER'S USE ONLY														
SECTION 1. PROJECT DESCRIPTION														
TO BE COMPLETED BY APPLICANT														
A. ☐ Major Subdivision (TM) ☐ Specific Plan or Specific Plan Amendment ☐ Minor Subdivision (TPM) ☐ Certificate of Compliance: _____ ☐ Boundary Adjustment ☐ Rezone (Reclassification) from _____ to _____ zone. ☐ Development Permit, purpose: _____ ☐ Use Permit, purpose: _____ ☐ Time Extension/ Expired Map Case No. _____ ☐ Other _____ B. ☐ Residential Total number of dwelling units _____ ☐ Commercial. Gross floor area _____ ☐ Industrial Gross floor area _____ ☐ Other Gross floor area _____ C. ☐ Total Project acreage _____ Total number of lots _____ D. Is the project proposing the use of groundwater? ☐ Yes ☐ No Is the project proposing the use of reclaimed water? ☐ Yes ☐ No E. ☐ Applicant acknowledges that a copy of the Project Facility Availability for Fire Service is attached. By signing below, the applicant acknowledges that the information provided is accurate and acknowledges that any significant modification of the proposed project may result in changes to the District's draft conditions/availability to serve. Applicant's Signature: _____ Date: _____ Project Address: _____ Phone: _____ (On completion of above, present to the District that provides water protection to complete Section 2 below.) Assessor's Parcel Number(s) (Add extra if necessary) <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr><tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr><tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr><tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr><tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr><tr><td style="height: 20px;"></td><td style="height: 20px;"></td></tr></table>														
SECTION 2: FACILITY AVAILABILITY														
TO BE COMPLETED BY WATER DISTRICT														
District Name: _____ Service area _____ Project Number: _____ A. ☐ Project is in the district. ☐ Project is not in the district but is within its Sphere of Influence boundary, owner may apply for annexation. ☐ Project is not in the district and is not within its Sphere of Influence boundary. ☐ The project is not located entirely within the district and a potential boundary issue exists with the _____ District. ☐ Project ☐ DID ☐ DID NOT conduct a due diligence review with the water district. B. ☐ Facilities to serve the project ☐ ARE ☐ ARE NOT in the vicinity of the property. Explain in space below or on attached _____ _____. (Number of sheets attached _____) ☐ Project will not be served for the following reason(s): _____ _____ C. ☐ District conditions are attached. Number of sheets attached: _____ ☐ District has specific water reclamation conditions which are attached. Number of sheets attached: _____ ☐ District will submit conditions at a later date. This Project Facility Availability Form is valid until final discretionary action is taken pursuant to the application for the proposed project or until it is withdrawn, unless a shorter expiration date is otherwise noted. Authorized Signature: _____ Print Name _____ Print Title _____ Phone _____ Date _____ NOTE: THIS DOCUMENT IS NOT A COMMITMENT OF SERVICE OR FACILITIES BY THE DISTRICT On completion of Section 2 by the District, applicant is to submit this form with application to: Development Services Department - 1 Town Square, Murrieta, CA 92562														