



For City Staff Use Only	
PA#	Date Submitted:
LEAP #	
Project #(s):	

PROPERTY OWNER INITIATED LAKE ELSINORE ACQUISITION PROCESS (LEAP) APPLICATION

This application initiates the Lake Elsinore Acquisition Process (LEAP) process for any proposed project that partially or completely lies within a Western Riverside County Multiple Species Habitat Conservation Plan (MSHCP) Criteria Cell.

NOTE: This application is required on all projects, including grading permits.
The exceptions are one Single-Family Home, or other projects not involving a discretionary action.

PROJECT INFORMATION

Address:

Assessor Parcel Number(s) (APNs):

Written Project Description¹:

¹ If LEAP application is being submitted in advance of the submittal of development applications, describe the planned development of the subject property.

CONTACT INFORMATION

Property Owner ²	Applicant
Name:	Name:
Mailing Address:	Mailing Address:
City/State/Zip Code:	City/State/Zip Code:
Phone:	Phone:
Email:	Email:

² For additional property owners, attach a separate page with APN(s), address, contact information, and signatures.

PROPERTY OWNER/APPLICANT SIGNATURE

I hereby certify that I am the applicant or designated agent named herein and that I am familiar with the rules and regulations with respect to preparing and filing this Lake Elsinore Acquisition Process (LEAP) application, and that the statements and answers contained herein and the information attached are in all respects true and accurate to the best of my knowledge and belief. Please note that all correspondence will be directed to the designated applicant.

The property owner further certifies that they are the legal owner of the property, consent to the filing of this application, and have authorized the applicant below to represent them with respect to the processing of this application.

Finally, I understand that incomplete applications cannot be processed.

Property Owner(s)

Name (Print):	Signature:	Date:
Name (Print):	Signature:	Date:

Applicant:

Name (Print):	Signature:	Date:
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NOTE: All signatures must be originals ("wet-signed"). Photocopies of signatures are not acceptable.

LEAP APPLICATION SUBMITTAL REQUIREMENTS

The following shall be included with the LEAP application. All information must be submitted both in hardcopy, and in an electronic format.

- a. Aerial Photographic Image (JPEG, TIFF or PNG format) of the subject property(ies) (delineated) and surrounding vicinity
- b. Exhibits and associated photographs that clearly represent the project area
- c. Site Plan/Tentative Tract or Parcel Maps (11" x 17" hardcopy plus JPEG, TIFF or PNG image of map)
- d. Conceptual or preliminary Grading Plan (11" x 17" hardcopy plus JPEG, TIFF or PNG image of map).
- e. All biological resource technical reports/surveys supporting a MSHCP consistency determination, as described below (Both in hardcopy and searchable PDF electronic formats). These reports/surveys must be completed no more than 12 months prior to submittal of this application.
- f. GIS shapefiles depicting proposed development, conservation, mitigation areas and any offsite improvements.

g. Deposit for Review and Processing Fees ³

This application must be submitted with a review and processing fee as set forth in the Planning Division Fee Schedule.

Note: Following the City's review and processing of this application, an additional \$1,500 deposit made payable to "Western Riverside County Regional Conservation Authority" will be required, so the City can submit a RCA Joint Project Review (JPR) Application for this project.

³ Review and processing fees are for cost recovery purposes. Should review and processing not require the full amount of the deposit, a refund of the unused amount will be given. Should review and processing exceed the initial deposit, additional fees may be requested. Please also note, review fees do not include MSHCP mitigation fees; Mitigation fees are separate and are determined based on impacted acreage.

Biological Resources Technical Report/Survey Requirements

1. All biological resources technical reports/surveys must be prepared by qualified biologists, and must be conducted in accordance with accepted biological survey protocols.

2. The biological resources technical report/survey submitted with this application shall include a summary of the results of any focused species surveys and shall include a full MSHCP Consistency Determination that includes all of the following information.

- a. Assessor's Parcel Number(s) (APNs).
- b MSHCP Conservation Criteria cell(s) covering all or a portion of the above referenced APN(s).
- c. Project description (including site plan if available), including the total acreage of the project site, total acres planned for development, and total acres offered for conservation.
- d. Description of unique biological features (i.e. washes, streams, trees, and/or rock outcroppings) and the acreage of each type of anticipated impacts resulting from development of the site.
- e. Discussion of the proposed project relationship to any Cores and Linkages, Area Plan Subunits, and Cell Groups, including a discussion of MSHCP goals for these areas and a discussion as to how the proposed project meets them.
- f. Explanation as to how the proposed project design incorporates or complies with the Conservation Criteria within the affected cells, including a discussion of MSHCP goals for these Cells and how the proposed project meets them. If the project is within a Cell but outside an area described for conservation (per the criteria for that Cell), please explain.
- g. Discussion as to whether the proposed project includes any open space preservation and/or any conservation of land to be donated to the MSHCP. If so, describe and map where and how much.
- h. If any part of the proposed project involves a Covered Activity as described in Section 7.0 Covered Activities/Allowable Uses; an explanation and detailed description of how the project will incorporate the required elements, including but not limited to, "siting and design" and maintenance requirements. Note that all Section 7.0 processing requirements apply.
- i. Description as to how the proposed project will implement the requirements for the Protection of Riverine/Riparian Areas and Vernal Pools as set forth in Section 6.1.2 of the MSHCP (pages 6-20 through 6-27). Include a habitat assessment. If suitable habitat is present, further focused surveys are required, and results should be included in the report. Do not forget that an assessment for Fairy Shrimp and any potential suitable habitat is part of this section of the MSHCP. (Note: If applicant is stating that no suitable habitat exists on the project site, this must be clearly justified, with documented reasons why there is no suitable habitat. A simple statement that there is no suitable habitat will not be sufficient.)
- j. Impacts should be avoided, but if this is not feasible, then include a discussion of practicable alternative that minimizes direct and indirect impacts to the maximum extent practicable shall be included. All unavoidable impacts shall be mitigated such that the lost functions and values as they relate to MSHCP Covered Species are replaced and set forth under a Determination of Biologically Equivalent or Superior Alternative (DBESP). If a DBESP is required, it should be included with this submittal.
- k. Discussion of how the proposed project will implement the requirements for the Protection of Narrow Endemic Plant Species as set forth in Section 6.1.3 of the MSHCP (pages 6-12 through 6-41). All habitat assessments, as well as focused surveys as required, shall be included with this submittal. For all surveys conducted, an explanation of survey methodology shall also be included, as well as map depicting location(s) if applicable per Section 6.3.1. (Note: If applicant is stating that no suitable habitat exists on the project site, this must be clearly justified, with documented reasons why there is no suitable habitat. A simple statement that there is no suitable habitat will not be sufficient.)
- l. Discussion that shows the applicability of the requirements for the Additional Survey Needs and Procedures as set forth in Section 6.3.2 of the MSHCP (pages 6-63 through 6-71). All habitat assessments, as well as focused surveys as required, shall be included with this submittal. For all surveys conducted, an explanation of survey methodology shall also be included, as well as a map depicting location(s) if applicable per Section 6.3.1. (Note: If applicant is stating that no suitable habitat exists on the project site, this must be clearly justified, with documented reasons why there is no suitable habitat. A simple statement that there is no suitable habitat will not be sufficient.)

- m. If the project has any Vegetation Mapping requirements, as set forth in Section 6.3.1 of the MSHCP, a discussion describing how they have been addressed.
- n. Discussion of the applicability of the Urban/Wildlands Interface Guidelines as set forth in Section 6.1.4 of the MSHCP (pages 6-42 through 6-46) to the proposed project. If applicable, discuss proposed project's implementation of those guidelines. Note: The City is required to impose a condition ensuring compliance with these guidelines.
- o. Discussion of the applicability of the Fuels Management Guidelines as set forth in Section 6.4 of the MSHCP (pages 6-72 through 6-73). Describe the specific methods that will be utilized. Note: If applicable, the City is required to impose a condition ensuring compliance with these guidelines.