



## Section IV – Application Questionnaire

### Streamlined Multifamily Zoning Clearance Application

County of Ventura • Resource Management Agency • Planning Division

800 South Victoria Avenue, Ventura, CA 93009 • 805 654-2478 • [www.vcrma.org/divisions/planning](http://www.vcrma.org/divisions/planning)

#### IV.A. Project Description Summary

Please provide a brief summary of the proposed project.

#### IV.B. Assessor Parcel Numbers (“APNs”) and Project Site Location

B.1. Please list all of the APNs that constitute the project site:

B.2. Street Address (if any):

B.3. Community (e.g., El Rio, Piru, or Lake Sherwood):

#### IV.C. Primary Contact Information

Please designate and provide the following information about the person who will serve as the primary point of contact on this project. All project-related correspondence will be directed to this person.

Name:

Phone Number:

Mailing Address:

Email Address:

Fax Number:

#### IV.D. Applicant, Property Owner, and Consultant Information

Please provide the following information about the applicant, property owner, and all consultants (e.g., architects, civil engineers, surveyors, and permit expeditors) who prepared the application materials (e.g., plans, reports, and studies). For the person designated as the primary contact (Item C, above), please state: “Same as Primary Contact.” If the item does not apply to your project, please check the “N/A” box and proceed to the following item.  N/A

##### D.1. Applicant

The applicant is: (Please check the appropriate box.)

Owner

Lessee

Has Power of Attorney

Authorized by Owner

N/A

If the applicant is not the property owner(s), **please submit a lease agreement, power of attorney document, or owner authorization document** with your application.

Name:

Phone Number:

Mailing Address:

Email Address:

Fax Number:

*I hereby submit an application for the Streamlined Multifamily Zoning Clearance identified in this application questionnaire, and certify that the information and exhibits submitted herewith are true and correct to the best of my knowledge.*

*I certify that I have read and understand all of the instructions and submittal requirements for my application package and have made a good faith effort to comply with these instructions and to provide all of the materials and information that are required for a complete application.*

*I hereby acknowledge that I have been informed of my right to make a written request to the County to receive notice of any proposal by the County to adopt or amend a general or specific plan, or a zoning ordinance or other ordinance affecting building or grading permits, prior to action on said item.*

*I certify that I am aware that the information provided in my application package may be subject to public inspection that occurs as a result of any request made in accordance with the requirements of the California Government Code [§6253(a) et seq].*

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**D.2. Property Owner**

If the property owner is the same as the applicant (Item D.1, above), write "same." If there is more than one property owner, **please submit a consent letter for each additional property owner**. If the property owner refuses or is unable to sign, **please provide a copy of the lease, title report, or other documentation**.

Name:

Phone Number:

Mailing Address:

Email Address:

Fax Number:

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date

**D.3. Architect**

Name:

Phone Number:

Mailing Address:

Email Address:

Fax Number:

**D.4. Civil Engineer**

Name:

Phone Number:

Mailing Address:

Email Address:

Fax Number:

**D.5. Licensed Land Surveyor**

Name:

Phone Number:

Mailing Address:

Email Address:

Fax Number:

**D.6. Land Use Consultant**

Name:

Phone Number:

Mailing Address:

Email Address:

Fax Number:

COUNTY OF VENTURA

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**AUTHORIZATION OF AGENT  
TO ACT ON PROPERTY OWNER'S BEHALF**

I hereby authorize the person identified below to act as my agent to apply for, sign, and file the documents necessary to obtain the permits required for my project (excluding the *Notice to Property Owner*, the execution of which I understand is my personal responsibility). My agent should receive copies of all notices and communications related to my project unless I have otherwise notified the County.

Project Description: \_\_\_\_\_

(Include Permit # if available)

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

(Address, APN and other property identification as needed)

Name of Authorized Agent: \_\_\_\_\_

(Please Print)

Address of Authorized Agent: \_\_\_\_\_

Phone Number of Authorized Agent: \_\_\_\_\_

E-Mail Address of Authorized Agent: \_\_\_\_\_

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**PROPERTY OWNER ACKNOWLEDGEMENT**

I hereby certify, under penalty of perjury, that I am the property owner or am authorized by the property owner(s) to submit this application. I further certify that this application has been prepared in compliance of the Ventura County Ordinance Code, that the materials are being submitted as a formal application for the request noted on this application and that the statements and information referred to are, to the best of my knowledge and belief, in all respects true and correct

Property Owner's Name: \_\_\_\_\_

(Please Print)

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner's E-Mail Address: \_\_\_\_\_

Property Owner's Phone Number: \_\_\_\_\_

Note: A copy of the owner's driver's license, notarization, or other verification acceptable to the agency must be submitted with this form to verify property owner's signature. The owner must be as shown on the latest Assessor records.

Verification of Property Owner Signature:  Driver License  Notarized Letter  Other

\_\_\_\_\_  
Staff Signature

\_\_\_\_\_  
Date



COUNTY OF VENTURA

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**AUTHORIZATION OF AGENT  
TO ACT ON PERMITTEE'S BEHALF\***

I hereby authorize the person identified below to act as my agent to apply for, sign, and file the documents necessary to obtain the permits required for my project. My agent shall receive copies of all notices and communications related to my project unless I have otherwise notified the County.

Project Description: \_\_\_\_\_

\_\_\_\_\_  
(Brief Summary to Include Permit No., If Available)

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

\_\_\_\_\_  
(Address, APN and other property identification as needed)

Name of Authorized Agent: \_\_\_\_\_  
(Please Print)

Address of Authorized Agent: \_\_\_\_\_

Phone Number of Authorized Agent: \_\_\_\_\_

E-Mail Address of Authorized Agent: \_\_\_\_\_

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**PERMITTEE ACKNOWLEDGEMENT**

I declare under penalty of perjury that I am the permittee for the project at the address listed above, and I personally filled out the above information and certify its accuracy. Further, I agree that I and my agent will abide by all ordinances of the County of Ventura and that any approvals granted for this project will be carried out in accordance with the requirements of the County of Ventura.

Permittee's Name: \_\_\_\_\_  
(Please Print)

Permittee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Permittee's E-Mail Address: \_\_\_\_\_

Permittee's Phone Number: \_\_\_\_\_

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\* A notarized letter from the permittee may be submitted in lieu of this form.

#### IV.E. Project Description

To ensure County staff understands your project and to avoid delays in processing your application, it is very important to provide as much information as possible on all aspects of the proposed project. In order to present a detailed project description, please answer all of the following questions and provide the requested materials (as applicable) to supplement the project information that must be shown on the project plans and/or map.<sup>1</sup>

##### E.1. Streamlined Multifamily Zoning Clearance

- a. Existing Permits: List all Federal, State, or Ventura County permits which currently are in effect for the buildings, structures, and uses that currently exist on the project site. If Zoning and Building Permits are unavailable for a building or structure, please contact the Tax Assessor's Office to determine when the building or structure was constructed and provide the date. If there are no permits currently in effect on the project site, please check the "N/A" box and proceed to Item F.1.b.  **N/A**

Agency	Permit Case Number	Description of Permitted Use/Development	Permit Issuance Date	Permit Expiration Date

- b. Requested Permits, Actions, and Approvals: Please identify all of the Planning Division, other County Agencies, responsible agencies, and trustee agencies permits, actions, and approvals that you are requesting in order to implement the proposed project.<sup>2</sup> If the project involves a modification to any previously approved permit (e.g., local, State, or Federal permit), please describe the previously approved permit (e.g., type of permit and permit number).

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<sup>1</sup> See Section III- Checklist of Requirements for Streamlined Multifamily Zoning Clearance Application for the information that must be shown on project plans and/or the map. Please note that a detailed, narrative project description may be submitted with—but not in lieu of—a completed application questionnaire.

<sup>2</sup> For a definition of "responsible" and "trustee" agencies, please see the *State CEQA Guidelines* [California Code of Regulations, Title 14, Chapter 3, §15381 and §15386].

c. Zoning Violations:

- (1) Is the project site currently subject to any Federal, State, or Ventura County violations?  **Yes**  **No**  
 If so, please provide the following information:

Agency	Violation Case Number	Description of the Violation

- (2) If the project is being proposed in order to abate a Zoning Violation, please describe how the proposed project would abate the Zoning Violation. For projects that do not involve a Zoning Violation, please check the “N/A” box and proceed to Item E.1.d.  **N/A**

d. Density Bonus: If the project includes a request for affordable housing, density bonus or incentives (NCZO, Article 16), please provide the following information:

- (1) Describe the proposed income level and number of units that qualify your project for density bonus or incentives. Fill in the proposed income level and the number of units in each category below.

Household Income Category	No. of Units	Percent of Project
Very low income (at least 5% of total project units)		
Low Income (at least 10% of total project units):		
Moderate Income (at least 10% of total project units):		
Market-Rate Units		
<b>Total Project</b>		<b>100%</b>

- (2) Projects that include requests for density bonus or incentives through the County’s Density Bonus Ordinance (Article 16 of the NCZO), will be required to ensure affordability of the specified number of affordable units for 30 years (or longer if required by the financing mechanism). Please specify if your affordable units will be receiving public financing assistance.  **Yes**  **No**

If the answer is “yes”, please indicate the source of your funds and what public or non-profit agency will be administering the affordable housing agreement. Please provide a copy of the draft agreement if available. If the agreement (or draft agreement) is not available, you will be required to submit it prior to final occupancy approval. **Submitted: Yes**  **No**

If the answer is “no”, you will be required to enter into an Affordable Housing Agreement with the Area Housing Authority of the County of Ventura to ensure the 30 year affordability requirement. Please provide proof that you have contacted the Housing Authority and intend to enter into such an agreement.

**Submitted: Yes**  **No**

(3) For projects that do not involve a density bonus or incentives request, please check the “N/A” box and proceed to Item E.2.  **N/A**

## **E.2. Projects with Affordability and Age Restriction Components not using Density Bonus**

### a. Projects with Affordable Component:

- For projects that include residential units that are restricted for lower-income households (Low, Very-Low, Extremely-Low) but the applicant is not requesting density bonus or other incentives in accordance with Article 16 of the NCZO, please identify the number, location and targeted income-level of affordable units.
- Please indicate how you will ensure the affordability of the lower-income units and who will be responsible for monitoring these units.

### b. Projects with Age-restricted Component:

- For projects that include residential units that are age restricted for senior occupancy but the applicant is not requesting density bonus or other incentives in accordance with Article 16 of the NCZO, please identify the number and location of age-restricted units.
- Please indicate how you will ensure occupancy of the restricted units for seniors and who will be responsible for monitoring these units.

## **E.3 Project Phasing/Duration**

a. Development Phasing: Please describe the phasing and duration of each phase of the proposed project including, but not limited to, vegetation removal, grading, construction, and operational phases of the project.

b. Phasing of Affordable Units: Please describe the proposed construction phasing of the affordable units. For projects that do not involve affordable units, please check the “N/A” box and proceed to Item E.4.  **N/A**

## **E.4. Dedications/Easements**

Please describe in detail the type, size, and purpose of all proposed dedications (e.g., road, utility, or habitat conservation easements). If there are no proposed dedications or easements, please check the box and proceed to E.5.  **N/A**

**E.5. Water Supply**

a. What is the existing source of water at the project site? Please check the item that applies and, if a water purveyor provides water, please provide the requested information about the water purveyor:<sup>3</sup>

(1) Water Purveyor

Water Purveyor's Name:

Address:

Phone Number:

(2) Individual Water Well

(3) Shared Water Well

b. What is the size of the water tank/reservoir that serves the project site? \_\_\_\_\_gallons

c. Please provide the fire flow that is available to the project site: \_\_\_\_\_ GPM @ 20 PSI Residual

d. Please identify the Groundwater Basin or State Designated Hydrologic Area in which the project site is located. Please indicate if the project site is located within the boundaries of any water management authority (e.g., the Ojai Basin Groundwater Management Agency, the Fox Canyon Groundwater Management Agency, or the Santa Paula Pumpers Association).

e. Please list all known water wells onsite or offsite that would supply the project, including any municipal, industrial or agricultural supply wells.<sup>4</sup> If the project would not rely on a water well, please check the "N/A" box and proceed to Item E.5.f.  **N/A**

f. For projects that are proposed to rely on public water, **please submit three copies of a water availability letter from the water purveyor** indicating that existing/future domestic water service is available for the proposed project. The water availability letter must show that the water purveyor has additional groundwater to serve the total annual water supply that is required for the project. This letter is required when the water supply is to be provided by a city, water district, mutual water company, privately owned water company or with five or more service connections, or similar supplier.<sup>5</sup>

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<sup>3</sup> In order to identify the water purveyor that serves the project site, please see the Watershed Protection District's "Inventory of Public and Private Water Purveyors in Ventura County" (March 2006) which is available at the Watershed Protection District, Groundwater Section.

<sup>4</sup> For projects that are located within the boundaries of the Fox Canyon Groundwater Management Agency (FCGMA), FCGMA Ordinance No. 8.1 requires that before drilling a new water well, a completed water well permit application must be submitted. The FCGMA "No Fee Water Well Permit Application" form is available on-line at: [www.fcgma.org/public-documents/forms](http://www.fcgma.org/public-documents/forms).

<sup>5</sup> A water bill may be used in lieu of a letter for existing service for some projects; however, please contact the Environmental Health Division at 805-654-2813 to determine if a water bill may be used for the proposed project.

## E.6. Sewage Disposal

- a. What is the proposed source of sewage disposal? Please provide the following information:

Public Sewer Provider:

Address:

Phone Number:

Contact Name:

- b. **Provide a copy of a sewer availability letter** from the sanitation district, city, or other sewer agency, indicating that existing/future sewer service is available for the proposed project. A sewer bill may be used in lieu of a letter for existing service for some projects.

## E.7. Groundwater Resources

- a. If necessary,<sup>6</sup> please **provide a percolation plan and calculations** to demonstrate sufficient measures will be incorporated into the project design to assure that the proposed project would not result in a net reduction in aquifer recharge. Specific measures that may be incorporated into the project include, but are not limited to: reduction of impervious surface areas; construction of detention/percolation ponds; use of porous paving materials; diversion of runoff to sheet flow over landscaped areas; landscape drainage swales; and, soil amendment techniques to enhance percolation. All proposed impervious surfaces (e.g., parking areas, sidewalks, and buildings), must be itemized in the calculations. If a percolation plan and calculations are not required, please check the "N/A" box and proceed to Item E.7.b.  **N/A**
- b. Please contact the Watershed Protection District, Groundwater Section to determine if the project site overlies an overdrafted groundwater basin. If the project site overlies an overdrafted groundwater basin, please list the name of the groundwater basin. If the project site does not overlie an overdrafted groundwater basin, please check the "N/A" box and proceed to Item E.8.  **N/A**

Groundwater Basin:

## E.8. Surface Water Quality

The proposed project is subject to Ventura Countywide NPDES Municipal Stormwater Permit Order No. R4-2010-0108, Part 4.E "Planning and Land Development Program" requirements to select, design, construct, and maintain Post-construction Stormwater (PCSW) controls. Additional evaluation of the proposed project will be conducted to determine any additional individual and cumulative impacts by the proposed project to surface water quality.

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<sup>6</sup> Please contact the Watershed Protection District, Ground Water Section, to determine if a percolation plan and calculations, or data on groundwater use are required.

The proposed project is subject to design, construction, and maintenance of the PCSW controls in accordance with the Ventura County Technical Guidance Manual (TGM) for Stormwater Quality Control Measures (available at [www.vcstormwater.org/publications/manuals/tech-guide-manual](http://www.vcstormwater.org/publications/manuals/tech-guide-manual)). The following items shall be included in your application package:

- a. Identify proposed PCSW controls on your site/grading plan,
- b. Provide the necessary analysis in your Drainage Study to demonstrate that the PCSW controls will function as proposed including any applicable stormwater quality design flow or volume calculations for proposed treatment device(s) using applicable "Design Procedure Form" (Appendix G of the Technical Guidance Manual), and
- c. Submit a Post-Construction Stormwater Management Plan (PCSWMP)<sup>7</sup>.

For more information refer to <http://onestopperpermit.ventura.org> under Surface Water Quality Section or call Water Quality Engineer at (805) 662-6737.

The copy of the Ventura Countywide Technical Guidance Manual (TGM) for Stormwater Quality Control Measures is available [www.vcstormwater.org/publications/manuals/tech-guide-manual](http://www.vcstormwater.org/publications/manuals/tech-guide-manual).

#### **E.9. Floodplain Management<sup>8</sup>**

- a. If the project, including any site grading, is proposed to be located within a 100-year floodplain but the floodplain boundaries and 100-year base flood elevation on the property have not been determined by FEMA on the Flood Insurance Rate Map (i.e., referred to as an Unnumbered/Approximate 'A' flood zone), a California-licensed Civil Engineer will need to submit hydrologic and hydraulic analyses that determine the boundaries, base flood elevation, and velocity of the 100-year floodplain and, if applicable, the Regulatory Floodway. A California-licensed Land Surveyor can provide current topography of the property as part of the submitted engineering analyses. If the project is not located within an Unnumbered/Approximate 'A' flood zone, please check the "N/A" box and proceed to Item E.9.b.  **N/A**
- b. If the project, including site grading, is proposed to be located in close proximity to a boundary of a Regulatory Floodway or a boundary of a 100-year floodplain, as delineated on the current ('Effective') or latest FEMA-issued ('Preliminary') Flood Insurance Rate Map, a California-licensed Civil Engineer, Architect, or Land Surveyor will need to submit a scaled site plan, using current topography, verifying the location of the proposed project in relation to the floodway/floodplain boundary. If the project is not located within a floodway/floodplain, please check the "N/A" box and proceed to Item E.10.  **N/A**
- c. If the project is proposed to be located within a 100-year floodplain, please list all proposed structures (habitable and non-habitable, site grading, and any new or replacement utilities and services (electrical, mechanical, heating, ventilation, plumbing). Please proceed to E.10.

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<sup>7</sup> County of Ventura PCSWMP form is available at <http://onestopperpermit.ventura.org> under Surface Water Quality Section's "Forms" tab. For additional information, call the Water Quality Engineer at (805) 662-6737.

<sup>8</sup> County of Ventura Floodplain Management Ordinance, Title 44 Code of Federal Regulations Sections 59, 60, 65, and 70.

## E.10. Geology, Site Grading, and Drainage

- a. If the project involves site grading activities, please provide the following information. For projects that do not involve grading activities, please check the "N/A" box and proceed to Item E.10.b.  **N/A**

(1) Please provide the following statistics on the proposed site grading activities:

(a) Area to be graded: \_\_\_\_\_ sq. ft. \_\_\_\_\_ acres

(b) Slope ratio of steepest finished slope (horizontal feet/each vertical foot):

(c) Height of highest finished slope (from top to bottom): \_\_\_\_\_ ft.

(d) Please state whether or not the graded soil is proposed to be balanced on-site during construction, or proposed to be reused during the landscaping phase of the project.

(e) If the proposed project would result in the export of materials, please provide the following information. If the project does not involve the export of materials, please check the "N/A" box and proceed to Item E.10.a(1)(f).  **N/A**

(i) Types of materials to be exported:

(ii) Location to which excess materials would be transported:

(iii) Proposed truck route to the location where the materials would be transported:

(f) If the proposed project would require the import of materials, please provide the following information. If the project does not involve the import of materials, please check the "N/A" box and proceed to Item E.10.a(1)(g).  **N/A**

(i) Types of materials to be imported:

(ii) Location from which the materials would be imported:

(iii) Proposed truck route from the materials site to the proposed project site:

- (g) For all projects involving new construction or grading activities, **please submit a copy of a soils report.**
- (h) For all projects involving new construction or grading and that are located within a hillside or Geologic Hazard Area, **please submit a copy of a geology report.** If the project does not involve new construction or grading in any of these areas, please check the “N/A” box and proceed to Item E.10.a(1)(i).  **N/A**
- (i) Please describe any features that have been included in the project description to control the creation of dust.

b. **Please submit a copy of a drainage study**, if the project would result in: a change in the amount of impervious area within the project site; any change on local drainage patterns; a subdivision; and/or any additional storm water runoff onto adjacent property or public roads. If the project does not require a drainage study, please check the “N/A” box and proceed to Item E.11.  **N/A**

The drainage study must conform to the following requirements and must include (but is not limited to) the following information:

- (1) The drainage study must be prepared, signed, and stamped by a California Registered Civil Engineer.
- (2) The drainage study must conform to the Ventura County Road Standards, as well as the Watershed Protection District’s standard, which is that there must not be an increase in peak runoff rate in any storm frequency.<sup>9</sup>
- (3) The drainage study must:
  - (a) Calculate and address the potential increase in the peak runoff rate that would be generated by the proposed project;
  - (b) Describe all proposed and existing drainage facilities;
  - (c) Identify if the project would generate additional storm water run-off onto adjacent private property or any public road right-of-way;
  - (d) Identify if the drainage from the project site would be directed or tie into the existing storm drain facilities/ditches;
  - (e) Identify if the project would result in any change on local drainage patterns; and,
  - (f) Identify if the capacity of the existing local drainage facility is adequate to accept the peak runoff created by the project.

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<sup>9</sup> For a checklist of the requirements for drainage studies, please see the Watershed Protection District’s “Requirements for CEQA Hydrology Submittals,” which is available at [vcwatershed.org](http://vcwatershed.org) (select Resources/Hydrology Info), and the Ventura County Road Standards, which are available at the Transportation Department Public Counter.

- (4) The drainage study must include all hydrology and hydraulic calculations used in preparing the drainage plan. The hydrology and hydraulic calculations must be prepared according to the Ventura County Flood Control District Hydrology Manual and the Ventura County Public Works Agency, Transportation Department's, Road Standards.<sup>10</sup>

**E.11. Hazardous Materials/Waste and Fire Protection**

- a. **Please submit a completed "Certification Statement of Hazardous Waste/Substance Site"** which is included with this application packet.
- b. Please describe any underground hazardous materials storage tank(s) that are proposed to be installed, removed, and/or used. If the project is located on an active Leaking Underground Fuel Tank (LUFT) site, please describe the status of the case. If the project site does not have an underground hazardous materials storage tank or involves a LUFT site, please check the "N/A" box and proceed to Item E.13.  
 **N/A**

**E.12. Utilities**

- a. Utilities: Please identify all of the utilities that would provide service to the project site, by completing the following:

Utility	Name	Address	Phone Number	Email Address
Gas				
Electricity				
Phone				
Cable				

- b. Electricity:

- (1) What is the projected amount of electrical usage (peak KW/Hours/Day)?
- (2) Do existing lines have to be increased in number or size?  **Yes**  **No**  
 If yes, please describe:
- (3) Do overhead electrical facilities require relocation or under grounding?  **Yes**  **No**  
 If yes, please describe:

<sup>10</sup> Please check the Transportation Department Requirements for drainage study submittals. A checklist of requirements may be obtained from the Public Counter.

- (4) Please indicate the length of new offsite electrical transmission and distribution facilities that are required to serve project. If the project does not involve the installation of new offsite electrical transmission and distribution facilities, please check the “N/A” check box.  **N/A**

c. Natural Gas:

- (1) Please indicate the expected amount of gas usage:

- (2) Do existing gas lines have to be increased in size?  **Yes**  **No**  
If yes, please describe:

- (3) Do existing gas lines require relocation?  **Yes**  **No**  
If yes, please describe:

- (4) Please indicate the length and size of new offsite gas mains that are required to serve the project. If the project does not involve the installation of new offsite gas mains, please check the “N/A” box and proceed to Item E.13.  **N/A**

**E.14. Legal Lot Requirement**

Has the County of Ventura issued a Preliminary Legal Lot Determination for the property?  **Yes**  **No**

- a. If the answer is “no,” please proceed to Item E.14.b. If the answer is “yes,” what was the finding of the Preliminary Legal Lot Determination?
- b. If a Preliminary Legal Lot Determination has not been issued for the property, please describe by what means (e.g. Tract Map, Parcel Map, Parcel Map Waiver, or Certificate of Compliance) the property gained its current configuration, making sure to include the map citation (e.g., “8 MR 14 36 PM 4”) or project case number (e.g., “PMW 1046” or “SD06-0031”). However, if the Planning Division has not issued a Preliminary Legal Lot Determination for the property, and you do not have information on the means by which the property gained its configuration, please submit an application for a Preliminary Legal Lot Determination prior to submitting an application for your project.<sup>11</sup> If the project does not require a Preliminary Legal Lot Determination, please check the “N/A” box.  **N/A**

**E.16. Existing Physical Features and Development on, and Surrounding, the Project Site**

- a. Please describe the physical features of the project site. Physical features that should be described include, but are not limited to:
- Creeks, streams, drainage facilities, drainage patterns, and all other types of wetlands.

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<sup>11</sup> For more information on how to determine if a project site would be located on a legal lot, and for Preliminary Legal Lot Determination applications, please see [vcrma.org/legal-lot-program](http://vcrma.org/legal-lot-program).

- Distinctive topographical and/or scenic features, such as the Pacific Ocean, mountain ranges, hillsides, and Geologic Hazards Areas.<sup>12</sup>
- Wildlife habitat (e.g., woodlands or chaparral habitat).

b. Please describe the physical features surrounding the project site. Please include the following physical features and indicate where they are located in relation to the project site [e.g., direction (north, south, east, or west) in relation to, and distance from, the project site]:

- Creeks, streams, drainage facilities, drainage patterns, and all other types of wetlands.
- Distinctive topographical and/or scenic features, such as the Pacific Ocean, mountain ranges, and hillsides.
- Wildlife habitat (e.g., woodlands or chaparral habitat).
- Local access to the project site including (but not limited to) County and city roadways, as well as private roadways or driveways.
- Regional access to the project site, which typically consists of State and Federal freeways and highways.
- If agricultural activities occur on properties that are located adjacent to the project site, please describe the types of crops that are cultivated.

d. Please describe the existing development on adjacent properties surrounding the project site by completing the following table. Please describe the types of uses (e.g., agriculture, residential, recreation, open space/vacant, retail sales, wholesale, multi-tenant office space, or manufacturing and assembly plant), buildings, and structures on properties that are adjacent to, or across a roadway from, the subject property.

Direction	Building, Structure, or Outdoor Use	Use(s)	Approximate Height or Number of Stories	Proximity to Project Site
North				
South				
East				
West				

<sup>12</sup> To determine if the project site is located within a Geologic Hazards Area, please see the Ventura County General Plan Background Report Chapter 11 *Hazards and Safety*, available at: [vcrma.org/ventura-county-general-plan](http://vcrma.org/ventura-county-general-plan).

## IV.F. Environmental Compliance Information and Requirements

Please provide the following information.

### F.1. Air Quality

- a. Air Emissions: Please provide the following information on known sources of air emissions surrounding the project site (e.g. manufacturing, industrial, herbicide applications, and roadways).

(1) Air Emission Source(s):

(2) Approximate distance between the emissions source and the project site: \_\_\_\_\_ feet

- b. Air Pollution Emitting Devices: Please indicate if any equipment or devices associated with the project will release air emissions that may require an Air Pollution Control District (“APCD”) Permit to Operate or an APCD Permit to Construct.<sup>13</sup> If the project does not require either of these APCD Permits, please check the “N/A” box and proceed to Item F.2.  **N/A**

All new development is required to comply with all applicable Ventura County Air Pollution Control District (APCD) Rules and Regulations, including those related to project construction and site preparation, (i.e., Rules 10, 50, 51, 55 and 55.1). Please check the box to verify that you have consulted APCD and agree to abide by these rules.  **I agree**

### F.2. Transportation

- a. All residential projects must comply with the Ventura County “Paveout Policy”, current County Road Standards and the Traffic Impact Mitigation Fee Ordinance. Please contact the Public Works Agency Transportation Division for information regarding these requirements. Please check the box to verify that you have consulted the Transportation Division and that all requested roadway improvements are shown on submitted plans.  I have consulted with the Public Works Agency Transportation Division. \_\_\_\_\_ name of person consulted \_\_\_\_\_ Date
- b. All residential projects must comply with NCZO, Section 8108 *Parking and Loading Requirements*, unless the project is exempt if it is either: (1) SB 35-eligible and meets the requirements of Gov. Code Sec. 65913.4(d); or (2) AB 2162-eligible and is located within one-half mile of a public transit stop.

### F.3. Noise

- a. All residential projects must comply with the Ventura County Construction Noise Threshold Criteria and Control Plan. Please review these requirements by locating the document on the Planning Division website at [vcrma.org/ceqa-implementation-and-initial-study-assessment-guidelines](http://vcrma.org/ceqa-implementation-and-initial-study-assessment-guidelines) . Once you have read and understand the Construction Noise Plan, please check the box verifying that construction activities will comply with this Plan.  \_\_\_\_\_ Date

<sup>13</sup> Please see APCD Rule 10, Permits Required, which is available on-line at: [//ww2.arb.ca.gov/air-district-rules](http://ww2.arb.ca.gov/air-district-rules).

- b. Multi-family residential projects shall be designed to ensure that outdoor living and recreation areas do not exceed a CNEL of 60 dB or an Leq (1h) or 65 dBA during any hour. Please submit a noise study that demonstrates compliance with these requirements.

#### F.4. Cultural Resources

- a. Has the project site been subject to any archaeological, historical, and/or paleontological resource surveys?  
 Yes       No       Unknown
- b. Is there a building or structure that is 50 years old or older that will be demolished or otherwise impacted by the proposed development?  
 Yes       No       Unknown

If the project has been subject to an archaeological, historical, and/or paleontological resource survey, **please submit a copy of the report or any documentation regarding the survey** as part of your application. Please be advised that:

As outlined in Section II (Eligibility Checklist), a project may not be eligible for streamlined, ministerial review if a potential tribal cultural resource would be affected. In the event that paleontological, archeological, or cultural resources are found during grading or construction, such activities shall halt in the area of the find and the project developer shall notify the Planning Division. The project developer shall hire a qualified consultant approved by the Planning Division who shall prepare a work plan to address the disposition of the paleontological, archeological, or cultural resource encountered. The work plan must comply with the following minimum standards for resource disposition as determined by the Planning Director or designee:

- The work plan shall include a detailed description of the nature, extent, condition and significance of the sensitive resource.
- The work plan shall specify the available options for resource disposition such as avoidance, recovery and curation, photo-documentation, incorporation of the resource into project design, and other methods.
- The work plan shall include a recommendation of a course of action that is most protective of the resource while allowing the project objectives to be fulfilled.

Construction can only proceed in conformance with the approved work plan. Please check the box to verify that you agree with this measure.  \_\_\_\_\_ Date