

Application For Environmental Clearance

The information requested is for the purpose of establishing conditions for your project and for evaluating the environmental impacts of your project as required by the California Environmental Quality Act (CEQA). Proposed projects requiring any of the land use approvals listed below must file for an Environmental Assessment. If the applicant believes that a previously certified CEQA document (Negative Declaration, or Environmental Impact Report) adequately addresses the environmental impacts of the proposed project, a Petition for Use of Prior CEQA Document may be filed which will be reviewed and considered.

- Building Site Approval with 30% or more slope) of proposed development area in the R1E, RHS, or HS zoning districts
 - Building Site Approval (in the Upper Guadalupe Creek Watershed)
 - General Plan Amendment
 - Grading Permit - more than 1500 cubic yds total (May file for Cat. Exemption if property is flat, and no riparian area, hazardous environmental situation or environmental resource of concern is involved).
 - Grading Abatement [same as Grading Permit]
 - Grading Modification [same as Grading Permit]
 - Major, Minor or Cluster Subdivisions outside an urban service area.
 - Major Subdivisions for five or more lots within an urban service area.
 - Surface Mining Reclamation Plan
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Proposed projects requiring any of the land use approvals below may also be subject to an Environmental Assessment if the project involves any impact to any environmental resource of concern (e.g. riparian areas, archaeological, biological, visual impacts/aesthetics, hazards, traffic, etc.).

If you have any questions regarding what constitutes an environmental resource of concern, Planning staff may be contacted for further information. If the applicant believes that the proposed project would have no impacts to environmental resources of concern, the applicant may file a Petition for Exemption from Environmental Review which will be reviewed and considered. If the applicant believes that a previously completed CEQA document (Negative Declaration, or Environmental Impact Report) adequately addresses the environmental impacts of the proposed project, a Petition for Use of Prior CEQA Document may be filed which will be reviewed and considered.

- Architecture and Site Approval (ASA) & ASA modification / small project exemption
- Grading Permit - less than 1500 cubic yds
- Lot Line Adjustment
- Use Permit (Standard, Major or Modification)
- Zone Change

ENVIRONMENTAL ASSESSMENT

An Environmental Assessment provides for [1] the preparation of an **Initial Study** (or the review of an Initial Study for adequacy) and [2] determination by the Planning Office whether this project may or may not have a significant impact on the environment.

ENVIRONMENTAL CLEARANCE FORMS

(1) **Environmental Information Form:** To be completed by **all** applicants.

The Environmental Information Form contains a list of questions relating to existing site conditions and the proposed improvements. A completed Environmental Information Form is required as part of the listed land use approvals. Planning staff will conduct a site visit and check sources to ensure the accuracy of the answers provided on the Environmental Information Form. Incomplete or inaccurate answers will result in a delay in the processing of your application until the required information is submitted and declared complete.

(2) **Petition for Exemption from Environmental Review:** To be completed **only** if you believe that your project falls within a category determined to be exempt from environmental review per State law (California Environmental Quality Act).

Certain projects, although requiring the permits listed above, may not require an Environmental Assessment because they are exempt from CEQA under state law. Planning staff should be able to advise you whether your application appears exempt. If you believe your project qualifies, complete and sign the "Petition for Exemption" form, and file and pay the associated fees. Unless your petition is rejected by the Planning Office staff, you will not need to file for an environmental assessment.

(3) **Petition for Use of Prior CEQA Document:** To be completed **only** if you believe that a previous Negative Declaration or Environmental Impact Report [EIR] adequately addresses the impacts of the proposed project.

Use of a prior Negative Declaration or Environmental Impact Report [EIR] may be appropriate where it can be shown that a previous Negative Declaration or EIR has been prepared that adequately addresses the impacts of the proposed project and (a) no substantial changes have occurred or (b) no new information of substantial importance has become available since the preparation of the previous document. If you believe your project qualifies, complete and sign the "Petition for Use of Prior CEQA Document" form, and file and pay the associated fees. If your petition is not approved, you will be required to file for an environmental assessment.

PHOTOGRAPHS

THE APPLICANT MUST INCLUDE LABELED PHOTOGRAPHS OF THE SITE (2 SETS) WITH THE APPLICATION FOR ENVIRONMENTAL CLEARANCE INCLUDING ALL EXISTING STRUCTURES ON SITE.

Photos should be affixed to an 8 1/2 x 11 sheet of paper labeled with a description of the subject matter [that is, building site, neighborhood to the south, etc.] and should include the potential building site, unique features of the property, overall view of the property and view from the site of the surrounding area. Photographs of existing structures must be taken from at least two directions for each structure. The location where the photos are taken and the direction of view shall be shown on the site plan.