



COMMUNITY DEVELOPMENT DEPARTMENT PLANNING DIVISION

ENVIRONMENTAL INFORMATION FORM

CALIFORNIA ENVIRONMENTAL QUALITY ACT REQUIREMENTS

To the Applicant:

The California Environmental Quality Act (CEQA) requires that various development projects be analyzed by local governments to determine whether the project will have a significant effect on the environment. An environmental determination must be made prior to final action on the project.

In order for the City to expedite your application and satisfy State law, please complete the attached Environmental Information Form. This form is required to be completed and submitted as part of the project application package to the Planning Division. A fee in an amount established by City resolution must also be submitted with the completed form.

The Planning Division may, during the course of its initial review of the application, determine that additional information is required, including but not limited to, biological, traffic, noise or archeological studies. The Planning Division may require the submittal of supplemental materials as necessary. All required information must be submitted in order to determine the application complete so as to proceed with an Administrative Review or to schedule the matter for review by the Cultural Heritage Board or City Planning Commission.

When completing the form please consider all known aspects of the project in your responses. For example, if a project is to be developed in phases, answer each question considering the project's impact when totally built out.

Following review of the completed Environmental Information Form and the accompanying project application package, the Planning Division will make an initial environmental finding and recommendation regarding whether or not an Environmental Impact Report should be prepared for the project. The initial finding and recommendation will then be forwarded to the Cultural Heritage Board or City Planning Commission; for Administrative Reviews, the Zoning Administrator's findings shall be final (unless appealed). Should the Cultural Heritage Board or City Planning Commission find that a project will not have a significant effect on the environment, the application review process will continue to the appropriate Approving Authority acting upon the proposed project. Upon adoption of a project, the City may adopt a Negative Declaration or a Mitigated Negative Declaration. A Negative Declaration shall

be adopted when a finding is made that a project will have no significant effect on the environment; a Mitigated Negative Declaration shall be adopted when a finding is made that a project will have a less than significant effect on the environment through the implementation of mitigation measures. However, if the Zoning Administrator, Cultural Heritage Board, or City Planning Commission finds that the proposed project could have a significant effect on the environment, then the preparation of an Environmental Impact Report (EIR) is required before a final decision can be made on the project.

Any person aggrieved or affected by an environmental finding of the Zoning Administrator, Cultural Heritage Board, or City Planning Commission may appeal the decision to the City Council. Appeal procedure information is available in the Planning Division, at the address below, or can be found online at the web address also listed below. The decisions of the City Council are final.

Please note, should an EIR be required, it will be the City's responsibility to administer the preparation of that document. The applicant will be responsible for all of the costs associated with the collection of the data necessary for the City to prepare an EIR.

After the project is approved by the City, CEQA requires that a Notice of Determination be filed with the County Clerk and/or State Office of Planning and Research. Filing of the Notice begins a 30-day statute of limitations in which legal challenges to the project approval may be filed based upon issues related to CEQA compliance. A 180-day statute of limitations would apply if this notice is not filed. As of January 1, 1991, State law also requires that additional fees be paid to the State Department of Fish and Game in conjunction with filing of the Notice of Determination. The applicant is responsible for paying all applicable fees and for filing the Notice of Determination. A letter, explaining in detail the requirements and fees associated with filing of the Notice of Determination, will be mailed to the project applicant once the project is approved by the City.

3900 Main Street – Third Floor, Riverside, CA 92522
Phone: (951) 826-5371 / Fax: (951) 826-5981
www.riversideca.gov/planning



COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

ENVIRONMENTAL INFORMATION FORM

DATE FILED _____

PLANNING CASE NO. _____

GENERAL INFORMATION

1. Name and address of developer or project sponsor:
2. Address of project:
3. Assessor's Block and Lot Number:
4. Name, address and telephone number of person to be contacted concerning this project:
5. Indicate number of the permit application for the project to which this form pertains:
6. List and describe any other related permits and other public approvals required for this project, including those required by city, regional, state and federal agencies:
7. Existing zone districts:
8. Proposed use of site (Projects for which this form is being filed):

ENVIRONMENTAL INFORMATION FORM

PROJECT DESCRIPTION

9. Site size:
10. Square footage:
11. Number of floors of construction:
12. Amount of off-street parking provided:
13. Attach plans:
14. Proposed scheduling:
15. Associated projects:
16. Anticipated incremental development:
17. If residential, include the number of units, schedule of unit sizes, range of sale prices or rents, and type of household size expected:
18. If commercial, indicate the type, whether neighborhood, city or regionally oriented, square footage of sales area, and loading facilities:
19. If industrial, indicate type, estimation of employment per shift, and loading facilities:
20. If institutional, indicate the major functions, estimated employment per shift, estimated occupancy, loading facilities, and community benefits to be derived from project:
21. If the project involves a variance, conditional use or rezoning application, state this and indicate clearly why the application is required:

ENVIRONMENTAL INFORMATION FORM

ARE THE FOLLOWING ITEMS APPLICABLE TO THE PROJECT OR ITS EFFECTS? DISCUSS BELOW ALL TIMES CHECKED 'YES' (ATTACH ADDITIONAL SHEETS IF NECESSARY).

		Yes	No
22	Change in existing features of any bays tideland, beaches, or hills, or substantial alteration of ground contours.		
23	Change in scenic views or vistas from existing residential areas or public lands or roads.		
24	Change in pattern, scale or character of general area or project.		
25	Significant amounts of solid waste or litter.		
26	Change in dust, ash, smoke, fumes or odors in vicinity.		
27	Change in ocean, bay, lake, stream or ground water quality, or alteration of existing drainage patters.		
28	Substantial change in existing noise or vibration levels in vicinity.		
29	Site on filled land or on slope of 10 percent or more.		
30	Use of disposal of potentially hazardous materials, such as toxic substances, flammables or explosives.		
31	Substantial change in demand for municipal services (police, fire, Sewage, etc.)		
32	Substantially increase fossil fuel consumption (electricity, oil, natural gas, etc.)		
33	Relationships to a larger project or series of projects.		

COMMENTS:

ENVIRONMENTAL INFORMATION FORM

ENVIRONMENTAL SETTING

34. Describe the project site as it exists before the project, including information on topography, soil stability, plants and animals, and any cultural, historical or scenic aspects. Describe any existing structures on the site, and the use of the structures. Attach photographs of the site. Snapshots or Polaroid photos will be accepted.

35. Describe the surrounding properties, including information on plant and animals and any cultural, historical or scenic aspects. Indicate the type of use (residential, commercial, etc.), intensity of land use (one-family, apartment houses, shops, department stores, etc.), and scale of development (height, frontage, set-back, rear yard, etc.). Attach photographs of the vicinity. Snapshots or Polaroid photos will be accepted.

CERTIFICATION

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

Date _____ Signature _____

3900 Main Street – Third Floor, Riverside, CA 92522
Phone: (951) 826-5371 / Fax: (951) 826-5981
www.riversideca.gov/planning