



**CITY OF WILDOMAR**  
**Planning Department**  
 23873 Clinton Keith Road, Suite #201  
 Wildomar, CA 92595  
 Tel. (951) 677-7751 Fax. (951) 698-1463

For office use only.  
  
**Project Account  
 Number**

## GPA – CZ – SP – SPA – ZOA APPLICATION

**APPLICATION TYPES (Please indicate all of the planning applications you wish to apply for.)**

<input type="checkbox"/> General Plan Amendment – Land Use Map	<input type="checkbox"/> Zoning Ordinance Amendment – Text Amend.
<input type="checkbox"/> General Plan Amendment – Text Amendment	<input type="checkbox"/> Specific Plan – New SP Document/Plan
<input type="checkbox"/> Change of Zone (CZ) – Zoning Map Amendment	<input type="checkbox"/> Specific Plan Amendment – Text Amendment

**PROJECT INFORMATION**

Project Address/Location		
Assessor Parcel Number(s)		
Proposed Project Description (a detailed project description must be included as a separate attachment/letter)		
Current Land Use of the project site:		
Was a Pre-Application Review done for this Project? <input type="checkbox"/> No <input type="checkbox"/> Yes If yes, what is the PAR Number: _____		
	Existing	Proposed
General Plan Designation		
Zoning Designation		

**APPLICANT CONTACT INFORMATION**

Name		
Mailing Address		
Telephone	Fax	Email (required)
I hereby authorize this application and certify that all filing requirements have been satisfied for my application. I also acknowledge that any missing items may delay the processing of my application.		
Signature of Applicant		Date

**APPLICANT REPRESENTATIVE CONTACT INFORMATION**

Name		
Mailing Address		
Telephone	Fax	Email (required)
All communications concerning this request should be directed to the (Indicate all that apply) <input type="checkbox"/> Applicant <input type="checkbox"/> Applicant Representative <input type="checkbox"/> Other: _____		
Other Representative Contact Information Name		
Telephone	Fax	Email (required)

**PROPERTY OWNER INFORMATION AND PERMISSION**

Name	
Mailing Address	
Telephone	Email (required)
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 to and hereby do consent to the filing of this application and acknowledge that the final approval by the City of Wildomar, if any, may result in restrictions, limitations, and construction obligations being imposed on this real property. <i>(If more properties or owners are involved please provide additional sheets.)</i>	
Printed Name of Property Owner(s)	Printed Name of Property Owner(s)
Signature of Property Owner(s)	Signature of Property Owner(s)
Signature of Property Owner(s)	Signature of Property Owner(s)
<input type="checkbox"/> Check here if additional Property Owner Certifications are attached to this application.	



**Project Deposit  
Account Number**

**ACKNOWLEDGEMENT OF FINANCIAL RESPONSIBILITY  
BY THE APPLICANT**

**(Project representative signatures will not be accepted.)**

I acknowledge and certify that with this development application I am financially obligated to the City of Wildomar for all expenses related to the time and effort spent by the employees, agents, consultants, and legal representatives that are used to process this/these applications. I understand that the City processes development applications on a deposit based fee system which requires an initial application processing deposit payment prior to beginning any process work. Further, I understand that once the project application deposit balance falls to **\$2,500** an additional deposit, equal to the original application deposit fee amount, must be made within 10 days of notification from the City. I further acknowledge that if the additional application deposit fee payment is not been made within the required 10 days as required by the City, the City will discontinue all work on this/these applications and will not schedule the project for a hearing (if one is required). I also acknowledge that if I fail to replenish the application deposit account within six (6) months of notification from the City, I understand that this/these applications will be automatically deemed withdrawn by the City, and that a new development application and deposit fee will be required to restart the project processing.

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**ACKNOWLEDGEMENT OF INDEMNIFICATION RESPONSIBILITY  
BY THE APPLICANT**

**(Project representative signatures will not be accepted.)**

The applicant shall indemnify, protect, defend, and hold harmless, the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, from any and all claims, demands, law suits, writs of mandamus, and other actions and proceedings (whether legal, equitable, declaratory, administrative or adjudicatory in nature), and alternative dispute resolutions procedures (including, but not limited to arbitrations, mediations, and other such procedures), (collectively "Actions"), brought against the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, that challenge, attack, or seek to modify, set aside, void, or annul, the any action of, or any permit or approval issued by, the City and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof (including actions approved by the voters of the City), for or concerning the project, whether such Actions are brought under the California Environmental Quality Act, the Planning and Zoning Law, the Subdivision Map Act, Code of Civil Procedure Section 1085 or 1094.5, or any other state, federal, or local statute, law, ordinance, rule, regulation, or any decision of a court of competent jurisdiction. City shall promptly notify the applicant of any Action brought and request that applicant defend the City. It is expressly agreed that applicant may select legal counsel providing the applicant's defense and the City shall have the right to approve separate legal counsel providing the City's defense. The applicant shall reimburse City for any attorneys' fees, costs and expenses directly and necessarily incurred by the City in the course of the defense.

Applicant agrees that City will forward monthly invoices to Applicant for attorneys' fees, costs and expenses it has incurred related to its defense of any Action and applicant agrees to timely payment within thirty (30) days of receipt of the invoice. Within fourteen (14) days of an Action being filed, applicant agrees to post adequate security or a cash deposit with City in an amount to cover the City's estimated attorneys' fees, costs and expenses incurred by City in the course of the defense in order to ensure timely payment of the City's invoices. The amount of the security or cash deposit shall be determined by the City. City shall cooperate with applicant in the defense of any Action.

\_\_\_\_\_  
Applicant Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Signed

Billing Address: \_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
ZIP CODE

E-mail Contact Information: \_\_\_\_\_

Telephone Number: \_\_\_\_\_



# CITY OF WILDOMAR

## Planning Department

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### Submittal Requirements for General Plan Land Use & Zoning Map Amendments General Plan & Zoning Ordinance Text Amendments & Specific Plans and Specific Plan Amendments

#### A. APPLICABILITY

This information handout applies to the following application types:

##### 1. General Plan Amendments/Specific Plan & Specific Plan Amendments (GPA/SP/SPA)

A General Plan Amendment or Specific Plan Amendment is a request to modify the City's adopted General Plan, or adopted Specific Plan. These requests commonly take one of two forms; 1) A request to modify the General Plan or Specific Plan Land Use Map, and 2) A request to modify specific text with the General Plan Elements or Specific Plan, including modifications to existing goals an/or policy statements and supplement exhibits contained within the General Plan or Specific Plan document. General Plan Land Use or Specific Plan map and/or exhibit amendments shall consist of one or more sheets and the size shall not exceed 24" x 36". General Plan or Specific Plan goal or policy statement (text) amendments shall be submitted in written form in an 8 ½" X 11" format.

##### 2. Change of Zone (CZ) and Zoning Ordinance Amendments (ZOA)

A Change of Zone or Zoning Ordinance Amendment is a request to modify the City's official Zoning Map or Zoning Ordinance. These requests commonly take one of two forms; 1) A request to change the zoning designation(s) of the Zoning map on private or public property (Change of Zone), and 2) A request to modify the text of the Zoning Ordinance (Zoning Ordinance Amendment), including development standards and/or land uses. A Change of Zone may also include a specific development project application (i.e., Plot Plan, Conditional Use Permit, Tract/Parcel Map). Zoning Map amendments shall be shown on one sheet and the size shall not exceed 24" x 36". Zoning Ordinance Amendments shall be submitted in written form (MS Word document).

## **B. MINIMUM SUBMITTAL REQUIREMENTS FOR CHANGES TO THE GP LAND USE MAP (General Plan Amendment) AND/OR ZONING MAP (Change of Zone):**

The following items are the minimum initial submittal requirement for processing general plan amendments, and land use or zoning map amendments applications.

- Completed and Signed Application Form & Initial Deposit Fee (refer to fee schedule).
- Fifteen (15) full size copies of the map amendments/exhibits. Five (5) CD's (Adobe Pdf versions) of the application forms, development plans packet and all maps/exhibits shall also be submitted. All full sized map amendments/exhibits shall be folded to a size of 8½" x 14" (Rolled plans will not be accepted).
- Prior to making the formal submittal to the City of Wildomar, the Applicant is required to contact the Elsinore Valley Municipal Water District (EVMWD), Mr. Imad Baiyasi (951-674-3146, Ext. 8786) to discuss the proposed project and Due Diligence Form (see attached). A detailed project description letter must also be provided with the application form (in a separate letter). This only applies to GPA's that are associated with a development plan or subdivision map.
- Completed and Signed Environmental Assessment Form & EVMWD Due Diligence Form (see attached).
- Completed and Signed Hazardous Waste Site Disclosure Statement (see attached).
- One (1) recent (less than one-year old) aerial photograph of the entire Project Site with the boundary of the site delineated.
- Completed and Signed Hazardous Waste Site Disclosure Statement.
- Two (2) copies of the Preliminary Title Report of all properties covered by the application that is not more than six months old at time of application filing and a copy of all legal documents (deed, easement, etc.) mentioned in the Preliminary Title Report.
- In accordance with the City Engineer requirements, two (2) hard copies of the Preliminary Drainage & Hydrology Report, and Project Specific Water Quality Management Plan (including the completed and signed WQMP Checklist) shall be submitted with the development application. In addition, two (2) CD's (Pdf and MS Word format) of the reports/studies must be submitted.
- To comply with the California Environmental Quality Act (CEQA) guidelines, the City will act as the Lead Agency and one of our on-call CEQA consultants will prepare the required CEQA documentation (i.e., Negative Declaration, Mitigated Negative Declaration, or EIR). In accordance with City policy, the required CEQA technical studies (as listed below) may be prepared by the Applicant (or their subconsultants) in advance of a formal project submittal. As part of the City's CEQA process, we will perform a peer review of each study to ensure all professional and legal standards are met.
  - The following technical studies are required to be submitted with the formal application:
    - Air Quality Impact Analysis
    - Archeological/Paleontological Report
    - Biological Resources Assessment Report
    - Cultural Resources Report
    - Determination of Biologically Equivalent or Superior Preservation (DBESP) Study

- Geotechnical/Seismic/Subsidence/Soils Report
- Greenhouse Gas Emissions Analysis
- MSHCP Compliance Report
- Noise Study Analysis
- Phase 1 Environmental Assessment (Phase 2 EA when required by Phase 1 conclusions)
- Preliminary Drainage & Hydrology Report (see above)
- Project Specific Water Quality Management Plan (including completed/signed WQMP Checklist)
- Traffic Impact Analysis/Traffic Study (as determined by the City Engineer)
- Visual Simulations
- Slope Stability Analysis (for hillside developments).

The City's CEQA process/procedures will typically follow the following process:

- Within two (2) days of the formal application and development plans submittal, the Planning Department will send the application and plans to one of CEQA consultant's requesting a scope of work and budget to prepare the ND, MND or EIR. Within 3 weeks±, a determination will be made on the preferred CEQA consultant.
- The Planning Department will evaluate the Proposals and make a determination on which Consultant will be recommended for the work.
- The Planning Department will then take a tri-part contract/agreement to the City Council for review and approval. The contract and budget will include: a) Consultant's scope of work & cost proposal; b) the City's standard 17.5% overhead charge; and c) the City Attorney's cost to review the CEQA documentation.
- Once approved, it is the Applicant's responsibility to submit the required fee (this is a fixed fee amount). The Applicant is responsible for the total cost of the CEQA document. Per the City's standard contract, 50% of the total cost must be paid within 10 days of the contract effective date to begin the CEQA process. The remaining 50% of the total cost is due within 30 days of the contract effective date. (Note: no authorization to proceed on the CEQA document will begin until the 1<sup>st</sup> deposit payment is received in full from the Applicant).

**C. MINIMUM SUBMITTAL REQUIREMENTS FOR GENERAL PLAN TEXT AMENDMENT AND ZONING ORDINANCE TEXT AMENDMENT:**

The following items are the minimum initial submittal requirement for processing subdivision applications.

- Completed and Signed Application Form & Initial Deposit Fee (refer to fee schedule).
- Prior to making the formal submittal to the City of Wildomar, the Applicant is required to contact the Elsinore Valley Municipal Water District (EVMWD), Mr. Imad Baiyasi (951-674-3146, Ext. 8786) to discuss the proposed project and Due Diligence Form (see attached). A detailed project description letter must also be provided with the application form (in a separate letter). This only applies to GPA's that are associated with a development plan or subdivision map.

- ❑ A detailed project description letter must also be provided with the application form (in a separate letter).
- ❑ Completed and Signed Environmental Assessment Form & EVMWD Due Diligence Form (see attached).
- ❑ Completed and Signed Hazardous Waste Site Disclosure Statement (see attached).
- ❑ To comply with the California Environmental Quality Act (CEQA) guidelines, the City will act as the Lead Agency and one of our on-call CEQA consultants will prepare the required CEQA documentation (i.e., Negative Declaration, Mitigated Negative Declaration, or EIR). In accordance with City policy, the required CEQA technical studies (as listed below) may be prepared by the Applicant (or their subconsultants) in advance of a formal project submittal. As part of the City's CEQA process, we will perform a peer review of each study to ensure all professional and legal standards are met.
  - The following technical studies are required to be submitted with the formal application:
    - Air Quality Impact Analysis
    - Archeological/Paleontological Report
    - Biological Resources Assessment Report
    - Cultural Resources Report
    - Determination of Biologically Equivalent or Superior Preservation (DBESP) Study
    - Geotechnical/Seismic/Subsidence/Soils Report
    - Greenhouse Gas Emissions Analysis
    - MSHCP Compliance Report
    - Noise Study Analysis
    - Phase 1 Environmental Assessment (Phase 2 EA when required by Phase 1 conclusions)
    - Preliminary Drainage & Hydrology Report (see above)
    - Project Specific Water Quality Management Plan (including completed/signed WQMP Checklist)
    - Traffic Impact Analysis/Traffic Study (as determined by the City Engineer)
    - Visual Simulations
    - Slope Stability Analysis (for hillside developments).
- ❑ The City's CEQA process/procedures will typically follow the following process:
  - Within two (2) days of the formal application and development plans submittal, the Planning Department will send the application and plans to one of CEQA consultant's requesting a scope of work and budget to prepare the ND, MND or EIR. Within 3 weeks±, a determination will be made on the preferred CEQA consultant.
  - The Planning Department will evaluate the Proposals and make a determination on which Consultant will be recommended for the work.
  - The Planning Department will then take a tri-part contract/agreement to the City Council for review and approval. The contract and budget will include: a) Consultant's scope of work & cost proposal; b) the City's standard 17.5% overhead charge; and c) the City Attorney's cost to review the CEQA documentation.



Once approved, it is the Applicant’s responsibility to submit the required fee (this is a fixed fee amount). The Applicant is responsible for the total cost of the CEQA document. Per the City’s standard contract, 50% of the total cost must be paid within 10 days of the contract effective date to begin the CEQA process. The remaining 50% of the total cost is due within 30 days of the contract effective date. (Note: no authorization to proceed on the CEQA document will begin until the 1<sup>st</sup> deposit payment is received in full from the Applicant).

**D. REQUIRED INFORMATION:**

The minimum application information must contain the following information.

<b>GENERAL PLAN/ZONING AMENDMENT/SPECIFIC PLAN APPLICATION REQUIREMENTS</b>		
<b>General Plan Land Use or Zoning Map Amendments</b>	<b>General Plan or Zoning Ordinance Text Amendments</b>	<b>Required Information</b>
		Name, address and telephone number of applicant.
		Name, address and telephone number of land owner.
		Name, address and telephone number of exhibit preparer.
		Assessor’s Parcel Number(s) and, if available the address of property.
		Scale (number of feet per inch - use Engineer’s Scale for all maps and exhibits).
		North Arrow.
		Date exhibit was prepared.
		Title of Map.
		Overall dimensions and approximate total of net and gross acreage of property.
		Vicinity map, showing the site relationship to major highways and cities and two access roads (Proposed and existing paved roads will be indicated by heavy dark lines or noted as paved).
		Location of adjoining properties and lot lines.
		Existing and proposed land use or zoning designation of subject and surrounding properties.
		Existing uses of the subject and surrounding properties.
		Names of utility purveyors and school district(s), including providers of water, sewer, gas, electricity, telephone, and cable television.
		Identification of the element(s), section(s), and page(s) for the proposed text changes to general plan and the code section number(s) for the proposed text changes to the zoning code.

<b>GENERAL PLAN/ZONING AMENDMENT/SPECIFIC PLAN APPLICATION REQUIREMENTS</b>		
<b>General Plan Land Use or Zoning Map Amendments</b>	<b>General Plan or Zoning Ordinance Text Amendments</b>	<b>Required Information</b>
		Redline and strikeout of the effected plan and code sections.
		Proposed changes (without redline and strikeout) to the effected plan and code sections.
		A written justification the proposed amendments and changes.

**E. PUBLIC HEARING NOTICE INFORMATION (PROPERTY OWNER MAILING LABELS)**

The public hearing notification package is intended to identify all property owners within a 1,000-foot radius of the corners of the subject property, including any contiguously owned properties. For purposes of this requirement, multiple properties owned by a single entity shall count as one property. The notification package must be prepared and signed by a professional Title company, and certified by the property owner or project applicant. The package shall include the following:

1. Three (3) sets (1 set for MND/EIR distribution) of self-addressed & stamped envelopes (self sticking envelopes only) to be provided by the applicant (it is recommended that “Forever” stamps be used in case of future USPS increases). Each envelope must include the property owner’s name and mailing address (including the APN). Each envelope shall also include (in the upper left corner) the address label of the City of Wildomar Planning Department. Each set of envelopes must be provided in a separate manila envelope folder.
2. Three (3) sets (1 set for MND/EIR distribution) of self-addressed & stamped envelopes (self sticking envelopes only) to be provided by the applicant (it is recommended that you use “Forever” stamps in case of future USPS increases) with the name and address of project applicant/property owner, project representative, and any other contact persons (deemed appropriate by the Applicant). If the project site is located adjacent to the boundary of a neighboring City, the name and mailing address of the City Planning Department shall also be provided. Each envelope shall also include (in the upper left corner) the address label of the City of Wildomar Planning Department. Each set of envelopes must be provided in a separate manila envelope folder.
3. One (1) photocopy of the property owner listing sheet and project applicant information from above in a three column format.
4. A 1,000-foot radius property owner map identifying all properties within the required radius on an assessor’s map page(s).
5. One (1) copy of an exhibit/map (appropriately sized) showing the subject property boundary (including any contiguous properties, if applicable) and the notification radius line indicating the radius distance of 1,000 feet overlaying all of the properties within that boundary area.
6. A completed Public Hearing Notice Certification Form (see next page), signed by a professional Title company who prepared the labels certifying that the list of property owners is from the latest equalized assessment roll and complete and accurate.



## PUBLIC HEARING/MAILING NOTICE CERTIFICATION FORM

I, \_\_\_\_\_, certify that on \_\_\_\_\_,  
Print Name of Preparer Date

the attached property owner's list was prepared by:

\_\_\_\_\_ for the following project, \_\_\_\_\_,  
Name of Company or Individual Project Case Number(s)

using a radius distance of 1,000 feet, pursuant to application requirements furnished by the City of Wildomar Planning Department. Said list is a complete and true compilation of the project applicant, the applicant's consultant's and/or representatives, the owner(s) of the subject property, adjacent city/district agencies (as applicable) based upon the latest equalized assessment rolls.

I further certify that the information field is true and correct to the best of my knowledge.

Name: \_\_\_\_\_

Title/Registration: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone No.: (\_\_\_\_) \_\_\_\_\_ Fax No.: (\_\_\_\_) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Planning Case No. (if known when prepared): \_\_\_\_\_

## **F. HAZARDOUS WASTE DISCLOSURE STATEMENT**

The Hazardous Waste Disclosure Statement (provided on the following page must be completed, signed and provided with the application submittal.



## CITY OF WILDOMAR HAZARDOUS WASTE SITE DISCLOSURE STATEMENT

Government Code Section 65962.5 requires the applicant for any development project to consult specified state-prepared lists of hazardous waste sites and submit a signed statement to the local agency indicating whether the project is located on or near an identified site. Under the statute, no application shall be accepted as complete without this signed statement.

I (we) certify that I (we) have investigated our project with respect to its location on or near an identified hazardous waste site and that my (our) answers are true and correct to the best of my (our) knowledge. My (Our) investigation has shown that:

- The project is not located on or near an identified hazardous waste site.
  
- The project is located on or near an identified hazardous waste site. Please list the location of the hazardous waste site(s) on an attached sheet.

\_\_\_\_\_  
Owner/Representative (1)

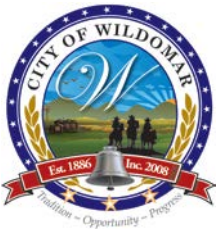
\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner/Representative (2)

\_\_\_\_\_  
Date

**G. CITY OF WILDOMAR ENVIRONMENTAL ASSESSMENT FORM**

The attached environmental assessment form must be completed and submitted with the formal development application.



City of Wildomar  
 Planning Department  
 23873 Clinton Keith Road, #201  
 Wildomar, CA 92595  
 (951) 677-7751  
[www.cityofwildomar.org](http://www.cityofwildomar.org)

# ENVIRONMENTAL ASSESSMENT FORM

## CITY OF WILDOMAR

The state of California requires cities to assess the environmental impact of all development projects before permits for such action are issued. The attached form will assist you in presenting the environmental effects of your project. The form includes information about the project and an assessment of the potential environmental impacts. You may be asked to answer other questions and submit additional information to determine the level of environmental review required for the project.

### General Information

Project No.(s): \_\_\_\_\_  
 Project Location: \_\_\_\_\_  
 Assessor's Parcel Number(s): \_\_\_\_\_  
 Applicant's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 List any other permits and/or approvals required for this project, including city, county, regional, state or federal: \_\_\_\_\_

### Description of Use (to be completed for industrial and commercial projects only)

Proposed use of property: \_\_\_\_\_ Daily hours of operation: \_\_\_\_\_  
 Estimated number of employees per shift and number of shifts: \_\_\_\_\_  
 Type(s) of product/goods to be produced: \_\_\_\_\_  
 List all machines and equipment used: \_\_\_\_\_  
 List all chemicals used or stored on-site (submit OSHA Material Data Safety Sheet(s), storage amount and method): \_\_\_\_\_  
 List all materials and equipment to be stored outside or located on the exterior of the building: \_\_\_\_\_

### Description of Proposed Development

Number, Type and Area of All Existing and Proposed Buildings:  
 Lot Area: \_\_\_\_\_ Lot Coverage: \_\_\_\_\_ Density: \_\_\_\_\_  
 Landscape Area & Coverage: \_\_\_\_\_ Parking (required & proposed): \_\_\_\_\_  
 Is the project to be phased?  Yes  No  
 If yes, attached additional sheet(s) fully describing, by phase, the number of units, date construction is proposed to begin, and proposed date of occupancy.  
 \_\_\_\_\_  
 Is the project part of a larger project?  Yes  No  
 If yes, list associated project(s): \_\_\_\_\_

**Environmental Setting**

Describe the project site as it exists before the project, including topography, soil stability, plants, animals, existing structures, and any cultural, historical or scenic aspects: \_\_\_\_\_

Describe the Surrounding Land Uses: \_\_\_\_\_

North: \_\_\_\_\_ East: \_\_\_\_\_

South: \_\_\_\_\_ West: \_\_\_\_\_

**Will this project:**

- 1. Create a change in existing ground contours? Yes \_\_\_ No \_\_\_
- 2. Create a change in scenic views or vistas from existing residential areas, public roads or public lands? Yes \_\_\_ No \_\_\_
- 3. Create a change in pattern, scale or character in the general area of the project? Yes \_\_\_ No \_\_\_
- 4. Create significant amounts of solid waste or litter? Yes \_\_\_ No \_\_\_
- 5. Create a change in dust, ash, smoke or odors in the vicinity? Yes \_\_\_ No \_\_\_
- 6. Create a change in ground water quality or quantity, or alter existing drainage patterns? Yes \_\_\_ No \_\_\_
- 7. Create substantial change in existing noise or vibration? Yes \_\_\_ No \_\_\_
- 8. Be constructed on filled land or on slope of 10 percent or more? Yes \_\_\_ No \_\_\_
- 9. Create the need for use or disposal of potentially hazardous materials, such as toxic substances, flammable or explosives? Yes \_\_\_ No \_\_\_
- 10. Create a change in demand for municipal services (police, fire, water, sewer, etc.)? Yes \_\_\_ No \_\_\_
- 11. Create a substantial increase in fossil fuel consumption (oil, natural gas, etc.)? Yes \_\_\_ No \_\_\_
- 12. Result in the removal of trees with a trunk diameter greater than 4 inches? Yes \_\_\_ No \_\_\_
- 13. Create changes in existing zoning or general plan land use designations? Yes \_\_\_ No \_\_\_
- 14. Result in the development of 500 or more dwelling units? Yes \_\_\_ No \_\_\_
- 15. Result in the development of a major sports, entertainment or recreational facility that accommodates 2,000 or more persons? Yes \_\_\_ No \_\_\_
- 16. Result in the development of 250,000 or more square feet of office space? Yes \_\_\_ No \_\_\_
- 17. Result in the development of 500 or more hotel/motel rooms? Yes \_\_\_ No \_\_\_
- 18. Result in the development of 250 or more hospital beds? Yes \_\_\_ No \_\_\_
- 19. Result in the development of 250,000 or more square feet of retail-commercial space? Yes \_\_\_ No \_\_\_
- 20. Result in the development of 650,000 or more square feet of industrial space? Yes \_\_\_ No \_\_\_

*Note: Fully explain all "yes" answers on a separate sheet and attach it to this form. If "yes" was answered to any of the questions contained in questions 14 through 20, a completed Traffic Impact Analysis will be required upon submittal of a formal development application. Contact the City Engineer at (951) 677-7751, for information as to the scope of work.*

**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.

Preparer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (print or type): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_



## **H. ELSINORE VALLEY MUNICIPAL WATER DISTRICT (EVMWD) DUE DILIGENCE**

As part of the City's development review process for new development applications, each applicant is required to meet with the EVMWD staff to discuss their proposed project prior to a formal application submittal with the City of Wildomar. This "pre" meeting will streamline the process and ensure that each applicant is aware of the policies and requirements of EVMWD for providing water and sewer service to your project. A copy of EVMWD's "Due Diligence" form is provided on the following page. Please complete the form and contact EVMWD staff for an appointment prior to making your formal project submittal with the City. After a formal application is submitted to the City, your development plans package will be forwarded to EVMWD for review and comment and any comments generated by this review will be included in the City's Staff Review Comment Letter.

For questions related to the EVMWD form, please contact Mr. Imad Baiyasi, Development Services Manager, at 951-674-3416, or email him at [ibaiyasi@evmwd.net](mailto:ibaiyasi@evmwd.net).



## Due Diligence Project Questionnaire For Prospective Customer(s)

### The Due Diligence meeting will offer the following benefits:

- 1- Describe EVMWD's development process
- 2- Identify project scope and parameters
- 3- Preliminary, high level review of the project within the context of existing infrastructure
- 4- Discuss potential candidacy for recycled water service

### Our Commitments:

- 1- To schedule and hold the Due Diligence meeting in two weeks or less.  
This duration is measured from the date a complete submittal is received by EVMWD, as delineated below.
- 2- To deliver the Due Diligence meeting minutes and action items within five working days of the meeting date.

### Directions to our customers to fill out and submit project information, for the Due Diligence meeting:

- 1- Within the yellow-highlighted boxes, provide complete answers to the questions listed below
- 2- If you need more space for your answers, please attach additional pages
- 3- For Landscape Irrigation questions: Provide complete answers to help EVMWD expedite the evaluation of the project's candidacy for recycled-water service.
- 4- In preparation of, and prior to, scheduling a due diligence meeting, please provide the following required submittals. This information will help EVMWD staff to prepare for your meeting in an efficient and effective manner:
  - a- Provide complete answers to the Project Questionnaire Form (preferably in Excel and PDF format)
  - b- Your proposed agenda for the Due Diligence meeting (preferably in Word or PDF format)
  - c- Location Map of the proposed project, preferably in electronic (PDF) format.
  - d- Proposed development plan layout if available, preferably in electronic (PDF) format.
- 5- E-mail your submittal simultaneously to the following individuals.  
This will ensure your request is processed in a timely manner.

a- Primary contacts:

Christina Bachinski (Engineering Services Assistant)

[Cbachinski@evmwd.net](mailto:Cbachinski@evmwd.net)

Renee Holland (Engineering Services Assistant)

[Rholland@evmwd.net](mailto:Rholland@evmwd.net)

b- Back-up recipients:

Imad Baiyasi (Development Services Manager)

[ibaiyasi@evmwd.net](mailto:ibaiyasi@evmwd.net)

Cher Quinones (Development & Records Coordinator)

[cherq@evmwd.net](mailto:cherq@evmwd.net)



# Project Questionnaire For Prospective Customer(s)

<b>Project name:</b>	<b>TR No.:</b>	<b>APN:</b>
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## A - DEVELOPER CONTACT INFORMATION

1- Submittal Date:	2- (Person) Submitted By:
3- Developer's Company Name:	
Address:	Suite:
City, State:	Zip:
4- Developer's Contact Name:	
Office Phone:	Cell Phone:
Email:	Fax:

## B - ENGINEERING FIRM CONTACT INFORMATION

5- Engineer's Firm Name:	
Address:	Suite:
City, State:	ZIP:
6- Engineer's Contact Name:	
Office Phone:	Cell Phone:
Email:	Fax:

## C - CUSTOMER'S INTENT

7- I am (or represent) a prospective buyer of this property (or project), evaluating the project's...

...Feasibility:	<input type="checkbox"/>	...Other:	
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8- I am (or represent) the current owner of this property (or project), pursuing the project's...:

...Feasibility:	<input type="checkbox"/>	...Planning:	<input type="checkbox"/>	...Design:	<input type="checkbox"/>	...Construction:	<input type="checkbox"/>	Other:	
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## D - PREVIOUS PROJECT CORRESPONDENCE

9- If this project has had any known prior correspondence with EMWD staff, please provide name(s) and approximate month and year of contact(s).

10- List any other pertinent information to your project.

## E - PREVIOUS PROJECT WORK ORDERS

11- Identify previous EVMWD Work Orders, such as WO's for Fire Flow, Plan Of Service, Plan Check, or Recycled Water Use Exhibits:



# Project Questionnaire For Prospective Customer(s)

<b>Project name:</b>	<b>TR No.:</b>	<b>APN:</b>
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## F - PROJECT DESCRIPTION

12- Requesting what type of service ?...Water: <input type="checkbox"/>	...Sewer: <input type="checkbox"/>	...Recycled: <input type="checkbox"/>	Other: <input type="checkbox"/>
13- APN No. (must provide)	14- Thomas guide reference:		
15- Tract Number:	16- PM Number:		
17- Project name:	18- Total Acreage:		
19- Existing Land Use:	20- Proposed Land Use:		
21- Equivalent Dwelling Units:	22- Is a Water Supply Assessment required ?		
23- Location / cross streets:	24- Is this a LEED project ?		

## G - PROJECT SCHEDULE

25- Identify key milestone activities & respective dates, critical to your project's timely progress, such as:  
Feasibility, Funding, Phasing, Planning, Design, Tract Map Status, Conditions Of Approval, Start Of Construction, Date Facilities will be on-line

## H - RELATED STUDIES

26- List any studies that you have developed and/or reviewed or that are related to your project / project area.

## I - COORDINATION WITH NEIGHBORING PROJECTS

27- List any other Developer you are coordinating with in the vicinity of your project.

## J - LANDSCAPE IRRIGATION

<p>28- Landscaping: Is EVMWD the water Purveyor at your project location ?</p> <p><input type="checkbox"/> If YES, check this box &amp; answer questions 29-33</p> <p><input type="checkbox"/> If NO, check this box. <u>Do Not</u> answer questions 29-33</p> <p><input type="checkbox"/> If DON'T KNOW, check this box, and <u>Do Not</u> answer questions 29-33</p>	<p>29- Does your Project include proposed landscaping ?</p> <p><input type="checkbox"/> If YES, Check this box &amp; answer questions 30-33</p> <p><input type="checkbox"/> If NO, check this box. <u>Do Not</u> answer questions 30-33</p>
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30- Identify project element(s) type and estimated acreage for each (to be potentially landscaped) such as:  
Medical/Nursing - Commercial - WQ Basins - Mitigation Areas - Streetscape - Warehouse/Industrial - Schools - Parks - Golf Courses - Decorative Lake

31- Estimated total project irrigation .....peak demand (in GPM):  .....annual demand (acre-feet per year):

32- Does project include architectural or storm water retention lakes ?

33- Identify entity having ultimate maintenance responsibility following completion: