



# Environmental Information Form

Community Development Department  
Planning Division  
100 Civic Center Drive / P.O. Box 1768 / Newport Beach, CA 92658-8915  
(949)644-3204 Telephone / (949)644-3229 Facsimile  
[www.newportbeachca.gov](http://www.newportbeachca.gov)

## Instructions

The Environmental Information Form is intended to provide the basic information necessary for the evaluation of your project to determine its potential environmental effects. This review provides the basis for determining whether the project may have a significant effect on the environment, as required by state law. After this information has been evaluated by the Planning Department, a determination will be made regarding the appropriate environmental documentation for your project.

If no significant environmental effects are anticipated, or if impacts can be mitigated or avoided by a change or specific requirement in the project's design or operation, a Negative Declaration will be prepared. If potential significant environmental effects are identified, an Environmental Impact Report must be prepared which focuses on the areas of concern identified by the Initial Study.

After preliminary review of your application and the Environmental Information Form, you may be notified that additional information or technical studies will be required (e.g., traffic study, geotechnical survey, etc.) before an environmental determination can be made.

## Processing Schedule

The time required to process the environmental analysis for your project will depend on the nature and complexity of the proposal and the location of the project. If possible, the Planning Department will set a target date for public hearing at the time your application is determined to be complete. If special studies are required (e.g., traffic study, biological assessment), the hearing date cannot be set until these studies are completed. If a Negative Declaration is prepared, a 30-day public review period is normally required prior to the public hearing. Staff will notify you regarding the hearing schedule for your project as soon as possible.

## Filing Fee

A \$750 deposit is due at the time the form is submitted. Hourly charges will be accumulated for processing activities. The applicant shall pay all such costs prior to final action on the related project or as soon thereafter as such costs may be finally determined. If a Special Study, Negative Declaration or an Environmental Impact Report is required, the City will retain a consultant with the cost to be fully funded by the applicant. In addition, the applicant may be required to pay a California Department of Fish and Game (DFG) review fee. Planning Department staff will advise you regarding the applicability of DFG fees after the environmental review is completed.



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## A. General Information

Applicant/Agent: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

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

## B. Project Description

Please attach the following materials for the project:

- Vicinity map
- Plans drawn to scale
- Proposed revisions to zoning map and text using underline and ~~strikeout~~ notation, if applicable
- At least 3 different site photos mounted on 8 1/2 X 11 cardboard with a key map showing the photo locations and direction of view

1. Project name: \_\_\_\_\_

2. Project location: \_\_\_\_\_

3. Assessor's parcel #: \_\_\_\_\_

4. Permit application #: \_\_\_\_\_

5a. Proposed use: \_\_\_\_\_

5b. Project size (dwelling units, gross floor area, etc): \_\_\_\_\_

5c. Site size: \_\_\_\_\_

5d. Building height: \_\_\_\_\_

6. Existing land use designations:

General Plan: \_\_\_\_\_

Zoning: \_\_\_\_\_

Specific Plan: \_\_\_\_\_

LCP: \_\_\_\_\_

7. Previous governmental approvals: \_\_\_\_\_

8. Other governmental approvals required:

Federal: \_\_\_\_\_

State: \_\_\_\_\_

Regional: \_\_\_\_\_

Local: \_\_\_\_\_

9. Begin Construction Date: \_\_\_\_\_

Estimated Occupancy Date: \_\_\_\_\_

## **C. Environmental Setting**

1. 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 and existing structures on the site, and the use of the structures. Attach photographs of the site.
2. Describe the surrounding properties, including information on plants and animals and any cultural, historical or scenic aspects. Indicate the type of land use (residential, commercial, etc.), intensity of land use (one-family, apartment houses, shops, department stores, etc.), and scale of development (height, frontage, set-backs, rear yard, etc.). Attach photographs of vicinity.

## **D. Potential Environmental Effects**

On a separate page, please provide the following information. If the question is not applicable, indicate "Not applicable" or "None".

### **I. AESTHETICS**

Describe whether the project could potentially obstruct any scenic vista or view open to the public, or create an aesthetically offensive site open to public view. Could the project block any private views? Describe exterior lighting that is proposed for the project and means that will be utilized to reduce light and glare impacts on surrounding properties.

### **II. AGRICULTURE & FOREST RESOURCES**

Describe any agricultural and/or forest land resources presently located at the project site. Describe any changes to this resource as a result of the implementation of the proposed project.

### **III. AIR QUALITY**

Describe any air emissions or odors that could result from the project, including emissions during construction, and any measures that are proposed to reduce these emissions.

### **IV. BIOLOGICAL RESOURCES**

Describe the existing vegetation on the site, and any trees or large shrubs that are to be removed. Identify any fish or wildlife that inhabits the site.

### **V. CULTURAL RESOURCES**

Please indicate whether any archaeological or paleontological surveys have been done on the site. Could the project result in any adverse physical or aesthetic effects to any building, structure, or object having historical, cultural, or religious significance?

### **VI. GREENHOUSE GAS EMISSIONS**

Describe any greenhouse gas emissions that could result from the project, including emissions during construction, and any measures that are proposed to reduce these emissions. Please include a description of energy and water conservation features or practices proposed (i.e, low-energy lighting, use of ENERGY STAR appliances/fixtures, LEED Certification, drought-tolerant landscaping).

### **VII. GEOLOGY AND SOILS**

Please describe the earthwork that will be required for the project. Include grading quantities, and the location of borrow or stockpile sites, and haul routes, if applicable. Describe any geotechnical or soils investigations that have been conducted. Include exhibits showing existing and proposed topography, retaining walls, and erosion control devices.

## **VIII. HAZARDS AND HAZARDOUS MATERIALS**

Identify any aspects of the project that could present a risk to public health due to normal operations, or due to an explosion or the release of hazardous substances (including, but not limited to: oil, pesticides, chemicals or radiation) in the event of an accident or spill. Is there any possibility that the site could be contaminated due to previous uses or dumping? If so, what measures are proposed to eliminate the hazard or contamination? Is the project located in a flood hazard zone?

## **IX. HYDROLOGY AND WATER QUALITY**

Describe existing and proposed site drainage, and measures that will be employed to reduce erosion and prevent contaminated runoff from entering the storm drain system, groundwater or surface water. Describe any changes that could occur in groundwater or surface water.

## **X. LAND USE AND PLANNING**

Describe: a) the existing land uses and structures on the project site and on adjacent parcels; b) the project's conformance with existing land use plans and regulations for the property; and c) its compatibility with surrounding land uses.

## **XI. MINERAL RESOURCES**

Describe the affect on any adopted energy conservation plan, use of nonrenewable resources and whether the project will result in the loss of any known mineral resource of future value to the region and residents of the State.

## **XII. NOISE**

Describe any sources of noise that impact the site, and any noise-generating equipment that will be utilized on the property, either during construction or after occupancy. What means to reduce noise impacts on surrounding properties or building occupants are proposed?

## **XIII. POPULATION AND HOUSING**

If the project is residential, please explain how the project will comply with the affordable housing policies contained in the Housing Element of the General Plan. Identify the number of bedrooms per unit and the expected average household size? What is the projected sales price or rent of the units? If the project is commercial, industrial, or institutional, please identify the tenants and/or uses and the estimated number of employees.

## **XIV. PUBLIC SERVICES**

Please identify whether adequate capacity currently exists for the following public services and utilities. If expansion is needed, explain how it will be accomplished. Please attach any written confirmation of capacity you have received from service providers.

- Fire protection
- Police protection
- Schools
- Maintenance of Public facilities, including roadways
- Other Government Services

## **XV. RECREATION**

Describe the impact of the project on the demand for neighborhood regional parks or other recreational facilities and any affect on existing recreational opportunities.

## **XVI. TRANSPORTATION/TRAFFIC**

Please identify any changes or improvements to the circulation system that are proposed as part of the project (including pedestrian and bicycle paths, and public transit).

**XVII. UTILITIES & SERVICE SYSTEMS**

Please identify whether adequate capacity currently exists for the following public services and utilities. If expansion is needed, explain how it will be accomplished. Please attach any written confirmation of capacity you have received from service providers.

- Natural gas
- Communications Systems
- Local or regional water treatment or distribution facilities
- Sewer systems or septic tanks
- Storm water drainage systems
- Solid waste and disposal Police protection
- Local or regional water supplies

**E. Certification**

I certify that the statements furnished above and in the attached exhibits are correct and complete to the best of my knowledge and belief. I am the legal owner of the property that is the subject of this application or have been authorized by the owner to act on his behalf regarding this application. I further acknowledge that any false statements or information presented herein may result in the revocation of any approval or permit granted on the basis of this information.

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**DO NOT COMPLETE APPLICATION BELOW THIS LINE – OFFICE USE ONLY**

Date Filed: \_\_\_\_\_ Fee Pd: \_\_\_\_\_ Receipt No: \_\_\_\_\_

Form of Payment: \_\_\_\_\_ Check # (if applicable): \_\_\_\_\_ Rec'd by: \_\_\_\_\_

Remarks: \_\_\_\_\_

\_\_\_\_\_

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