



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

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 that focuses on the areas of concern identified by the Initial Study.

After a 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. Applications may be submitted through our [online CiViC portal](#).

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 a 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 before 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 before final action on the related project or as soon thereafter as such costs may be finally determined. If a Special Study, Negative Declaration, or 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.



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

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 are drawn to scale
- Proposed revisions to the 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 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.), the intensity of land use (one-family, apartment houses, shops, department stores, etc.), and the scale of development (height, frontage, setbacks, rear yard, etc.). Attach photographs of the 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 the exterior lighting that is proposed for the project and the 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 on 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, the location of borrow or stockpile sites, and haul routes, if applicable. Describe any geotechnical or soil 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 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 effect of 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 effect on existing recreational opportunities.

