

REPORT REQUIREMENTS FOR DISCRETIONARY PERMIT APPLICATION SUBMITTAL
Del Monte Forest Land Use Plan and Implementation Plan

<i>What is Required?</i>	<i>When is this Required?</i>	<i>How many copies?</i>	<i>What does the applicant need to initiate the preparation of this document?</i>	<i>Typical Exemptions</i>
Erosion Control Plan	<p>All Discretionary Permits</p> <p>Title 16 (Environment) Sections 16.08.340 (p. 25) & 16.12.060 (p. 37)</p> <p>See also Policy 40 & 41 and Sections 20.147.030.A.2 & 3 & 20.147.060.G</p> <p>Submittal is mandatory at the building permit stage. Typically requested earlier as part of the discretionary permit application submittal for project analysis, site suitability & policy consistency determination & environmental review.</p>	6 or - may be included as notes on plot plan	<p>For major projects (see citation below for definition) the ECP shall be prepared by a registered civil engineer, professional forester, landscape architect, registered geologist, certified engineering geologist or an approved erosion control specialist.</p> <p>For ECP requirements see Title 16 (Environment) Sections 16.12.060 - 090 (pages 37-41)</p>	<p>See Title 16 (Environment) See Section 16.12.060.e & 16.12.110 (p. 41).</p> <p>Projects which do not propose any land disturbance</p>
Drainage Plan (Preliminary)	Contact Water Resources Agency (WRA)	TBD by WRA	Contact WRA	Contact WRA
Landscape Plan	<p>All Discretionary Permits</p> <p>See Title 18 (Buildings and Construction) Section 18.46 & Section 18.50.050 (p. 70)</p>	4	<p>See Landscape Guidelines.</p> <p>See also Title 18 (Buildings and Construction) Section 18.46 & Section 18.50.050 (p. 70)</p>	See Title 18 (Buildings and Construction) Section 18.46 & Section 18.50.070 (page 70)
Biological Survey	<ul style="list-style-type: none"> Development located within an ESH 	4	1. County's list of Consulting Biologists	

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	<ul style="list-style-type: none"> • Development potentially located within an ESH • Development potentially located within 100-feet of an ESH • Disagreement between staff & the applicant in terms of whether any of the above criteria apply. <p align="center">Section 20.147.040.A.2</p>		2. Attachment 2 of Part 5 of the Coastal Implementation Plan, Regulations for Development in the Del Monte Forest Area	
Forest Management Plan	<p>Removal of the following trees, regardless of size: Monterey Cypress* Gowen Cypress* Bishop Pine* Monterey Pine Coast Live Oak Pacific Madrone</p> <p>* These trees receive special protection in their indigenous range. Policy 32 & 37 Section 20.147.050.B.1</p>	4	<p>1. Qualified professional forester from the County's pre-approved list.</p> <p>2. See Attachment 1 of Part 5 of the Coastal Implementation Plan, Regulations for Development in the Del Monte Forest Area</p> <p align="center">Section 20.147.050.B.1</p>	<p>Emergencies Diseased or hazardous trees Prescribed burning* Thinning of small (less than 12" dbh) trees* Tree removal pursuant to a State approved Timber Harvest Plan* Non-native an/or planted trees</p> <p>These exemptions are the only ones that apply to Monterey Cypress, Gowen Cypress or Bishop Range in their indigenous range.</p> <p align="center">Section 20.147.050.B.1</p>

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Geologic Report	<p>Refer to seismic zone list in Section 20.147.060.A</p> <p>See Policy 40, 41 & 45 See also Sections 20.147.040.C.3.c & 060.E.2</p>	4	<p>Report shall be prepared by a registered geologist or registered engineering geologist. See also County's list of qualified consultants .</p> <p>Report shall be consistent with the "Guidelines for Geologic/Seismic Reports" of the California Division of Mines & Geology. See also section 20.147.060.A.9 for report requirements.</p>	See Section 20.147.060.A.5
Geotechnical Report	<ul style="list-style-type: none"> • All habitable structures • Habitable additions over 500 sq. feet in footprint area • Additions less than 500 sq. feet may require a report as determined by pre-site inspection • Non-habitable buildings may require a report as determined by pre-site inspection. <p>In certain cases, submittal of a geotechnical report in lieu of a geological report is appropriate.</p> <p>Submittal is mandatory at the building permit stage. Typically requested earlier as part of the</p>	4	<p>See handout.</p> <p>Report preparer is not specified. (See Title 16: Section 16.08.110 (p. 18))</p> <p>List of report requirements (See Title 16: Section 16.08.110 (p. 18))</p>	<p>As determined by a grading inspector during a pre-site inspection (see handout)</p> <p>May be exempt if the project meets the requirements of conventional construction (see handout)</p> <p>May be waived by the Building Official if Building Official determines information of record is available showing such data is not necessary. (See Title 16: Section 16.08.110 (p. 18))</p>

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	discretionary permit application submittal for project analysis, site suitability & policy consistency determination & environmental review.			
Flagging & Staking	All discretionary permits Board Adopted Policy	N/A	Staking and Flagging Criteria & staff determination regarding which criteria apply to the project.	Change in “use” only. No new construction proposed. Staff’s evaluation that flagging & staking is not required.
Archaeological Survey	All development Policy 61 Section 20.147.080.B.1	4	<ol style="list-style-type: none"> 1. List of qualified consultants to prepare the report 2. List of report requirements and policies 	Previous report was prepared for the site by a qualified archaeologist which includes the proposed development site within its scope of its survey
Monterey Peninsula Water Management District Water Calculation Form	All new development	1	Calculation Form & Instructions	Remodel and additions with no water use
Hydrological Report	Development such as construction of a new SFD on a vacant lot or an addition is exempt from this requirement since this area is served by Cal-	Contact EH	Contact EH for requirements	Development such as construction of a new SFD on a vacant lot or an addition is exempt from this requirement since this area is served by

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	Am. If it's questionable, contact the Monterey County Division of Environmental Health (EH)			Cal-Am. Contact EH
Historical Report	Even though a property is not listed on a "register," a preliminary historical analysis may be required. An initial analysis is typically required for additions, modifications and/or alterations to existing structures which are 50 years old or older. Assessment is not limited to 50 years – may also apply if the structure is of cultural, social, architectural or engineering significance or if it is associated with a particular person or event of significance. CEQA Guidelines Section 21084.1 and 15300.2.f.	4	<ol style="list-style-type: none"> 1. See County's list of State-approved historical consultants 2. Initial analysis needs to specify whether the structure is of any historical significance. If the assessment is positive additional requirements apply (see planner). 	No exterior changes, additions or demolition proposed. Based on preliminary info submitted by applicant such as photos, building permits and/or construction records it can be determined by staff that the structure is of no historical significance.
Traffic Study	To be Determined (TBD) by project planner & Public Works Also see Policy 100	TBD by project planner & Public Works	TBD by project planner & Public Works	TBD by project planner & Public Works
Inclusionary Housing Information & Compliance Form	Second (or more) units (with the exception of Caretaker & Senior Citizen Units) and all Subdivisions. Title 18: Section 18.40.050 (pages 45-52)	Copy of form & handout.	Instructions on form. For more info, contact Housing and Redevelopment at 755-5065.	See Title 18: Section 18.40.050 (pages 45-52)

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Fire Hazard Report	Areas with “very high” fire hazard Section 20.147.060.C.1	4 copies - or - may be included as “notes” on the plot plan	<ol style="list-style-type: none"> 1. List of Fire Districts & Officials 2. List of Fire Code & other safety requirements 	

OTHER:

- **Monterey County Local Coastal Program & Amendments**
Del Monte Forest Land Use Plan
Part 1 (Title 20/Zoning) Coastal Implementation Plan
Part 5 (Chapter 20.147) Coastal Implementation Plan/Regulations for Development in the Del Monte Forest Land Use Plan Area
Part 6 of the Coastal Implementation Plan (Appendices & Applicable Local Ordinances)

- **Monterey County Code**
Title 16 (Environment)
Title 18 (Buildings & Construction)

* **NOTE:** Additional copies of each report may be required in the event the project is referred to another Federal, State or local agency during the initial 30 day review period. As an example, these agencies may include Caltrans, State Fish & Game, State Parks & the US Fish & Wildlife Service. Additional copies of reports may also be required for referral to the Monterey County Historic Resources Review Board or Airport Land Use Commission.