

APPLICANT NOTICE
CITY PARTICIPATION IN STATE NCCP
AND REGIONAL MHCP PROGRAMS

The City of Oceanside is participating in the California State Natural Communities Conservation Plan (NCCP) and the North San Diego Regional Multiple Habitat Conservation Plan (MHCP) programs. These programs represent a collaborative effort by local government and landowners which will result in regional plans to protect and preserve biological habitat and wildlife areas, while clarifying and assuring development allowances. The City's portion of the MHCP is the Draft Subarea Plan which is currently in process and in draft form.

While these programs are ongoing, it is important to understand how proposed and approved development relates to wildlife resources. The City is obligated to monitor development, to assure that adequate biological assessments are done with development applications, and to forward this information to State and regional agencies. This is to be done within existing City application processing. To assure this and avoid problems or processing delays, as a project applicant, PLEASE MAKE SURE YOU DO THE FOLLOWING:

- **PRE-APPLICATION:** To avoid planning problems during project review, contact the City's Environmental staff to review significant issues, including whether wildlife/biological resources may be on your land or would be affected by your project. **DO THIS BEFORE YOUR PROJECT IS FILED.** City staff may have information to help determine if your land or project may have any wildlife concerns or would require a Biological Report. You are also encouraged to contact U.S. Fish and Wildlife Service staff, Carlsbad office, 431-9440 and California State Fish and Game staff, Long Beach office (310) 590-5113, regarding any wildlife or biological resource concerns prior to filing a formal development application.
- **PROJECT APPLICATION FORMS:** All environmental information forms need to be completed when you submit your application. Preliminary discussion with staff will help determine if a Biological Report is necessary for your project. Ask City staff if you need assistance in understanding any forms and what they ask for.

If you want more information on the NCCP and MHCP programs and the City's participation, please contact the Planning staff at (760) 435-3520. The Oceanside Draft Subarea Plan is available on the website.

APPLICANT NOTICE
STORMWATER MITIGATION PLAN (SWMP) & RUNOFF ASSESSMENT REPORT (RAR)

SWMP applicability: All new development and significant redevelopment projects that fall into one of the following “priority project” categories are subject to SUSMP (Standard Urban Stormwater Mitigation Plan) requirements. In the instance where a project feature, such as a parking lot, falls into a priority project category, the entire project footprint is subject to these SUSMP requirements. These categories are:

- Residential development of 100 units or more.
- Residential development of 10 to 99 units.
- Commercial development greater than 100,000 square feet.
- Automotive repair shops.
- Restaurants.
- Hillside development (by definition in the SUSMP) greater than 5,000 square feet.
- Projects located within or directly adjacent to or discharging directly to an Environmentally Sensitive Area (where discharges from the development or redevelopment will enter receiving waters within the environmentally sensitive area), which either creates 2,500 square feet of impervious surface on a proposed project site or increases the area of imperviousness of a proposed project site to 10 percent or more of its naturally occurring condition.
- Parking Lots greater than 5,000 square feet or with greater than 15 parking spaces and potentially exposed to urban runoff.
- Streets, roads, highways, and freeways which would create a new paved surface that is 5,000 square feet or greater.

Limited Exclusion: Trenching and resurfacing work associated with utility projects are not considered priority projects. Parking lots, buildings and other structures associated with utility projects are subject to SUSMP requirements if one or more of the criteria for the above categories are met.

RAR applicability: Certain new developments and significant redevelopment projects that fall into one of the following categories are subject to RAR reporting requirements. In the instance where a project feature, such as a parking lot, falls into one of these categories, the entire project footprint is subject to these reporting requirements. These categories are:

- Residential developments from 5 to 9 units.
- Commercial developments (as identified per City Zoning Code), which would create or replace impervious area (i.e. concrete, asphalt, etc.) from 2,500 to 4,999 square feet.
- Industrial development (as identified per City Zoning Code), which would create or replace impervious area (i.e. concrete, asphalt, etc.) from 2,500 to 4,999 square feet.
- Parking lots from 5 to 14 parking spaces
- Agricultural activities, including nurseries

APPLICANT NOTICE
HYDROMODIFICATION MANAGEMENT PLAN (HMP)

The current Municipal Stormwater Permit which was issued by the California Regional Water Quality Control Board (RWQCB) requires the city of Oceanside to develop and implement a Hydro-modification Management Plan (HMP) to manage increases in runoff discharge rates and durations from all Priority Development Projects, where such increased rates and duration are likely to cause increased erosion of channel beds and banks, sediment pollutant generation, or other impacts to beneficial uses and stream habitats due to increased erosive force. The HMP will be incorporated into the local SUSMP (Standard Urban Stormwater Mitigation Plan) and implemented by the city within one year of adoption of the State Permit which is due by January 2008.

In addition, within one year of adoption of this permit, the city will develop and implement an updated SUSMP that defines minimum Low Impact development (LID) and Best Management Practices (BMPs) requirements to be incorporated into the city current SUSMP for application to Priority Development Projects.

Definitions of the items mentioned above follow:

Hydro-modification Management Plan (HMP): The change in the natural watershed hydrologic processes & runoff characteristics caused by urbanization or other land use changes that result in increased stream flows & sediment transport. In addition, alteration of stream & river channels, installation of dams & water impoundments & excessive stream bank & shoreline erosion are also considered hydro-modification, due to their disruption of natural watershed hydrologic processes

Standard Urban Stormwater Mitigation Plan (SUSMP): A plan developed to mitigate the impact of urban runoff from Priority Development Projects. Examples of Priority Development Projects are:

- Housing subdivision of 10 or more dwelling units
- Commercial & industrial development > 1 acre
- Automotive repair shops; Retail Gasoline Outlets
- Restaurants (SIC code 5812) >5,000 sq. ft.
- Environmentally Sensitive Areas (ESAs)
- Parking lots >5000 sq. ft.
- Hillside Development >5,000 sq. ft.

Low Impact Development (LID): A storm water management & land development strategy that emphasizes conservation & the use of on-site natural features integrated with engineered, small-scale hydrologic controls to more closely reflect pre-development hydrologic functions.

For further information please contact:

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SUBJECT: Enhanced Notification Program	POLICY NUMBER	300-14
	ADOPTED	2-25-87
	REVISED	2-14-90
	REVISED	7-11-07
	REVISED	2-23-11

Advance Mail Notification and Expanded Public Hearing/Administrative Decision Mail Notification of Discretionary Entitlement Proposals (*)

It is the policy of the City Council that property owners and tenants residing within 1,500 feet from a project site shall be sent a notice via mail informing them of pending discretionary entitlement proposals (project entitlement case number, location and brief project description). Said notice shall be sent within 15 days from the project application submittal date and shall be in addition to any other notice required by the California Government Code or the City of Oceanside.

It is also the policy that the current 300-foot mail-notification radius to property owners shall be expanded to include property owners and tenants within 1,500 feet and shall be applicable to all mail notices including environmental processing notices (e.g., EIR Notice of Preparation/EIR Scoping Meetings, Notices of Availability, and pending decisions on Mitigated Negative Declarations). All costs associated with the advance and expanded noticing requirements shall be borne by the applicant and shall be set and periodically updated by the City Planner.

() This type of notification applies to all discretionary entitlement requests and excludes individual owners of time shares.*

*Discretionary approvals for single-family **and amateur radio antenna** projects shall comply with all requirements of this policy, but the notification distance shall be limited to 300 feet.*

On-site Signage (**)

It is the policy of the City Council that a "NOTICE OF PROJECT APPLICATION" shall be posted by the applicant on the project site within 15 days following submittal of a formal application for discretionary entitlement(s) that require a public hearing. The sign shall remain on-site until the appeal period for the requested entitlement(s) has expired. The notice shall be designed in accordance with and shall include the information described in the City of Oceanside on-site sign design/text information exhibit on file with the City. A "Certificate of Posting" shall be submitted to the City within 24 hours of posting.

All project site notices shall comply with the following:

1. On sites less than 5 acres, notice signage shall be posted at the most publicly visible location on site, to the satisfaction of the City. On sites

OCEANSIDE CITY COUNCIL POLICY

over 5 acres or with multiple public road frontages, a minimum of two signs (one per street frontage) shall be posted, to the satisfaction of the City.

2. Sign material shall be durable enough to withstand the elements.
3. Signs shall be mounted to an existing building or secured to a ground-mounted pole with a minimum pole height of four (4) feet and a maximum pole height of six (6) feet.
4. Sign dimensions shall be two (2) feet in height and three (3) feet in width.
5. Sign color background shall be yellow.
6. All letter colors shall be black.
7. Letter font shall be Arial.
8. Letter heights for the notice shall be as shown on the City's on-site sign design/text information exhibit on file in the City.
9. Applicant or developer phrases or logos shall not be allowed.
10. Applicant shall obtain City approval of text, prior to posting.
11. Any removed or damaged notices shall be replaced within 5 days from receipt of such written notification by the City. Failure to replace removed or damaged signs shall cause processing of a development proposal to be suspended.

*(**) This type of notification does not apply to administrative discretionary entitlement requests.*

Neighborhood Planning Area Notification (***)

It is the policy of the City Council that residents within a neighborhood planning area shall be sent a letter-type notice of public hearings scheduled for all proposed Land Use Element General Plan Amendments within that neighborhood planning area to be heard by the Planning Commission, Community Development Commission, Harbor Board of Directors and City Council.

It is also the policy that residents within a neighborhood planning area shall be sent a letter-type notice of public hearings scheduled for the Planning Commission, Community Development Commission, Harbor Board of Directors, or City Council for applications located within that neighborhood planning area involving Specific Plans, Zone Changes, Tentative Maps and/or Developments Plans for all residential projects over 20 units, and for all commercial projects over 5 acres. Additionally, any of the above-noted projects which are appealed to or otherwise heard by the City Council

shall also be subject to the letter-type notice to the residents within that neighborhood planning area. Costs associated with the noticing requirements shall be borne by the applicant and shall be set and periodically updated by the City Planner.

The 17 Neighborhood Planning Areas as identified in the Adopted Land Use Element of the General Plan shall serve as the approximate boundaries for the Neighborhood Notification Program. It is recognized that these boundaries do not directly match bulk postal carrier zone routes but do serve as the best available approximation of notice boundaries.

*(***) This type of notification does not apply to administrative discretionary entitlement requests.*

Interested Party Notification List (****)

It is the policy of the City Council that a mail-notification list shall be created to include all parties, including neighborhood groups and homeowner associations, who request notification of all discretionary entitlement requests.

*(****) This type of notification applies to all discretionary entitlement requests.*

Web-Based Notification (*****)

It is the policy of the City Council that the application cover page of all discretionary entitlement requests shall be posted on the City's Web site within 15 days from the project application submittal date. All costs associated with the advance and expanded noticing requirements shall be borne by the applicant and shall be set and periodically updated by the City Planner.

*(*****) This type of notification applies to all discretionary entitlement requests.*

The failure of any persons or entity to receive notice given pursuant to this policy shall not constitute grounds for any court to invalidate the action(s) for which the notice was given. The provisions of this policy are directory in nature and shall not be deemed to create a mandatory duty the breach of which could result in liability to the City or to the officer or employee pursuant to state statute or other law. The failure to strictly observe this policy shall not affect the jurisdiction of the City Council or other applicable decision-making body from taking action on a matter for which the notice was given provided the City has complied with the noticing requirements of the California Government Code.

For purposes of this policy, "Administrative decision(s)" is defined as action(s) by the City Planner or Economic Development and Redevelopment Director on discretionary entitlement requests, as set forth in the City of Oceanside zoning ordinance.