



**MONTEREY COUNTY
RESOURCE MANAGEMENT AGENCY
DEVELOPMENT REVIEW COMMITTEE
REQUEST FORM**

RMA – PLANNING

168 W. Alisal St. 2nd Flr.
Salinas, CA 93901
(831) 755-5025

www.co.monterey.ca.us/rma

Upon submittal of all required information (including fee), the Development Review Committee (DRC) will schedule a meeting to review the project with the applicant. The fee will be credited to your development application if application is submitted within twelve (12) months. **Packages that do not include all required information (including fees) will not be accepted.**

| | | |
|----------------------------|-----------------------------|-------------------|
| PROJECT INFORMATION | | PERMIT NO. |
| SITE ADDRESS | | CITY/STATE ZIP |
| NEAREST CROSS-STREET | ASSESSOR'S PARCEL NUMBER(S) | |

| | |
|-----------------------------|----------------|
| OWNER(S) INFORMATION | |
| NAME | PHONE |
| MAILING ADDRESS | CITY/STATE ZIP |
| FAX | E-MAIL |

| | |
|------------------------------|----------------|
| APPLICANT INFORMATION | |
| NAME | PHONE |
| MAILING ADDRESS | CITY/STATE ZIP |
| FAX | E-MAIL |

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|----------------------------|
| PROJECT DESCRIPTION |
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Owner/Applicant Signature: _____ Date: _____

| FOR DEPARTMENT USE ONLY | | |
|-------------------------|-------------|-------------------------------|
| RECEIVED BY: | DATE STAMP: | DRC CIRCULATION COMPLETED BY: |
| PLANNER ASSIGNED: | | DATE SENT TO AGENCIES: |

DEVELOPMENT REVIEW COMMITTEE

SUBMITTAL REQUIREMENTS

Two (2) hardcopies of all materials are required. Plans shall not exceed a size of 11”x 17”. An electronic copy (pdf.) of all submitted materials is also required to be submitted on CD or flash-drive.

| Submit the following information and materials: | |
|---|--|
| For Development Projects: | For Subdivisions: |
| <ul style="list-style-type: none"> ◆ Constraints Map (Map showing steep slopes, sensitive biological habitat, trees, groundwater recharge areas, sensitive viewshed and any other constraints that may affect design.) ◆ Conceptual Site Plan, including: <ul style="list-style-type: none"> ▪ Parcel Size, Dimensions, & Access ▪ Existing/proposed structures ▪ Setbacks ▪ Use ▪ Occupancy type ▪ Driveway & parking ▪ Location of areas to be landscaped ▪ Easements ◆ Conceptual Building Design and Elevations ◆ Existing/Proposed Water & Wastewater ◆ Proposed Tree Removal (Trunk diameter, type and number) ◆ Photographs of site ◆ Conceptual Grading Plan, including: <ul style="list-style-type: none"> ▪ Existing contours ▪ Finished grades ▪ Cut & fill quantities ▪ Retaining walls ▪ Proposed/existing drainage | <ul style="list-style-type: none"> ◆ Constraints Map (Map showing steep slopes, sensitive biological habitat, trees, groundwater recharge areas, sensitive viewshed and any other constraints that may affect design.) ◆ Conceptual Subdivision Map, including <ul style="list-style-type: none"> ▪ Existing parcel size(s) ▪ Existing/proposed lot lines ▪ Proposed number of lots & lot sizes ▪ Proposed road(s)/access ▪ Existing structures ◆ Conceptual Grading Plan, including: <ul style="list-style-type: none"> ▪ Existing contours ▪ Finished grades ▪ Cut & fill quantities ▪ Retaining walls ▪ Proposed/existing drainage ◆ Existing/Proposed Water & Wastewater ◆ Proposed Tree Removal (Trunk diameter, type and number) ◆ Easements ◆ Photographs of site ◆ Any proposed inclusionary housing |

| Please answer the following questions: | |
|--|--|
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Would development be visible from a public road, designated vista point, or public park? If yes, is development located on a slope or near the top of a hill? Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Does the project include cultivation of land that is currently not cultivated? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Does the project propose non-agricultural uses adjacent to agricultural uses? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Does the project propose removal of native vegetation? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Would development occur within 100 feet of a seasonal or non-seasonal creek, lake, river, natural drainage, marsh, ocean, pond, slough, or stream? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Does the project propose tree removal? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Does the project include grading, soil importation, soil removal, and/or drainage modifications? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Would the project be connected to an existing well or private water system? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Would development be located 50 feet from a bluff? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Does the project propose development on slopes over 25% (Carmel, Big Sur and Santa Lucia Preserve areas over 30%)? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Would development include construction, enlargement, alteration, repair, improvement or removal of a septic tank/system? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Would development include construction, enlargement, alteration, repair, improvements or removal of a well? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Would the project include connection to a new or existing wastewater treatment system? |
| Yes <input type="checkbox"/> No <input type="checkbox"/> | Would the project be associated with a new or improvements to a water system? |