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www.ci.walnut.ca.us



CITY OF WALNUT

February 23, 2017

Via E-Mail and Certified Mail

Gary Nellesen, Director, Facilities Planning and Management
Mt. San Antonio College
1100 North Grand Avenue
Walnut CA 91789-1399

SUBJECT: Mt. San Antonio Community College District's (Mt. SAC) Grading Plans for Review of the West Parcel Solar Project (APN: 8709-023-917)

Dear Mr. Nellesen:

Thank you for your January 24, 2017 submittal of Mt. SAC grading and west parcel solar project improvement plans for undeveloped land (APN: 8709-023-917) generally located southwest of the Grand Avenue and Amar Road/Temple Avenue intersection within the R.P.D. 61,700 – 0.6 DU Zoning District and Hillside Single-Family Residential Walnut General Plan Land Use Designation. Walnut's Community Development Department reviewed your proposal and this letter serves as a notice that your development application has been deemed **incomplete**. Before staff can move forward with project review, the following items must be addressed:

1. **Submittal Requirements:** Upon resubmittal, four (4) printed copies of all materials shall be submitted for review. Printed copies of all plans shall be submitted in a format no less than 24"x36". Technical studies and reports (e.g. calculations) may be submitted in a format no less than 8 ½" x 11". In addition, the Los Angeles County Building Code, 2017 Edition, has been adopted by the City of Walnut (Urgency Ordinance No. 16-07) and has been in effect prior to Mt. SAC's submittal. The submitted grading/site improvement plans and geotechnical study report must be revised for compliance with the adopted code. In addition, the following materials must be submitted for review, also in compliance with the Los Angeles County Building Code, 2017 Edition:
 1. Storm Water Pollution Prevention Plan (SWPPP)

2. Low Impact Development Plan (LID)
3. Hydrology and Hydraulics Analysis
4. Geologic/Geotechnical Soils Report with Slope Analysis
5. Construction Traffic Control and Truck Haul Route Plan
6. Grading Plan(s) and Erosion Control and SWPPP plans for the borrow site

Upon submittal and review of the above referenced items, additional materials and/or revisions may be required.

2. **Planning Commission Approval:** Pursuant to Walnut Municipal Code (WMC) Section 6-5.6(b) of Chapter 6, Article II:

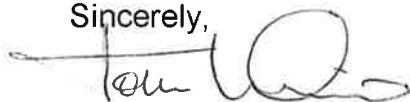
"If a grading plan proposes a change in elevation of five feet or more from existing elevation and a development is not involved which would require planning commission review or approval, the grading plan shall be submitted to the planning commission for their discretionary approval."

City staff acknowledges that pending litigation involves the question of whether a land use entitlement is required for the project. However, without waiving the City's position in that regard, because the submitted grading plan proposes elevation changes in excess of five (5') feet, the plan is subject to Planning Commission review pursuant to WMC Section 6-5.6(b). Therefore, once complete grading and improvement plans have been submitted, a Development Application and filing fee will be required (see Attachment 1) prior to Planning Commission review.

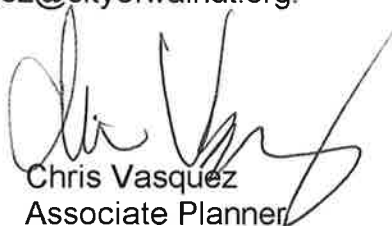
Once the items referenced above have been amended/prepared, please submit **Four (4) sets** of drawings folded to a size no larger than an 8-1/2" by 14", along with the above referenced items, to the Community Development Department.

If you have any questions please call the Community Development Department at (909) 595-7543 extension 312 or via email at cvaquez@cityofwalnut.org.

Sincerely,



Tom Weiner
Community Development Director



Chris Vasquez
Associate Planner

Attachment

1. Development Application and Planning, Environmental, Subdivision & Code Enforcement Fees (established by City Council Resolution 15-43)

cc: Rob Wishner, City Manager
Dave Gilbertson, City Engineer
Justin Carlson, City Planner
Barbara Leibold, City Attorney



City of
Walnut

Community Development Department

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Development Application

Owner/Applicant Information

Property Owner's Name: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ e-mail: _____

Applicant's Name: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ e-mail: _____

Applicant's Representative (if applicable): _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ e-mail: _____

For Office Use Only

Gen. Plan Land Use

Designation: _____

Zoning: _____

Case Nos: _____

Fees Paid: _____

Receipt #: _____

Accepted by: _____

Date Received:

(Date Stamp)

Property Information

Site Address: _____

Assessors Parcel Number(s): _____

Lot _____, Tract _____

Project Description

Please provide a brief description of the proposed project:

See separate handouts for additional submittal requirements and application fees based on the type of project proposed.



City of

Walnut

Community Development Department

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Planning, Environmental, Subdivision & Code Enforcement Fees

As Established by City Council Resolution 15-43 dated 9/23/2015

FEES	
A. PLANNING (1)(2)	
Site Plan/Architectural Review - Administrative Review	\$180 plus \$36/lot & \$135/building or house
Site Plan/Architectural Review - Planning Commission Review	\$800 plus \$36/lot & \$135/building or house
Conditional Use Permit	\$1,890
Variance	\$1,890
Accessory Structure in Rural Overlay	\$63
Appeal to Planning Commission or City Council	1/2 of Original Application Fee
Sign Review (Individual Business)	\$135 per sign
Sign Review (Center-Wide Master Sign Program)	\$350
Temporary Banner Permit	\$150
Temporary Use Permit	\$150
General Plan Amendment	\$2,500 (3)
Zone Change	\$2,500 plus \$63/acre over 10 acres (3)
Zoning Code Amendment	\$2,500 (3)
Specific Plan/Specific Plan Amendment	\$2,500 (3)
Document Imaging	\$25 per application
General Plan Maintenance Fee	10% of the Building Permit Fee
B. ENVIRONMENTAL (1)(2)(4)	
Notice of Exemption/Determination	\$50
Initial Study/Negative Declaration/Environmental Impact Report	\$180 (3)
C. SUBDIVISIONS (1)(2)	
Tentative Tract Map	\$4,500 plus \$100/Lot (3)
Tentative Parcel Map	\$3,500 plus \$100/Lot (3)
Lot Line Adjustment	\$750
Certificate of Compliance	\$500
Tentative Map Revision	25% of Initial Application Cost
Final Map	\$2,250 plus \$54/Lot
Easement Checking	\$350 per Map
Monument Inspections	\$350 per Inspection

Planning, Environmental, Subdivision & Code Enforcement Fees Continued

Personnel for Abatement		
a. City Personnel		All services provided by City personnel shall be reimbursed at the actual hourly rate of that person, including benefits. Rates shall be determined by the most recent Personnel Resolution adopted by the City Council.
b. Contract Personnel Services		Any supplemental personnel and/or service shall be reimbursed at the billed rate plus 20% for City Administrative fees. This includes special contract services as well as services provided by LA County Sheriff's Department, City Attorney's Office, etc.
Equipment for Abatement		
a. City Equipment		All services provided by using City equipment shall be reimbursed at the following rates plus personnel cost to run said equipment:
	Tractor Loader	\$55 per hour
	City Truck	\$25 per hour
b. Contract Equipment		Any supplemental equipment shall be reimbursed at the billed rate plus 20% for City Administrative fees.
Reinspection		\$150 initial fee upon third visit to the site, plus all personnel and equipment costs noted above from this time until case is closed; \$250 upon forth visit to the site, plus all personnel and equipment costs noted above from this time until case is closed;
Reoccurring Condition		\$150 initial fee upon finding of reoccurring condition, plus all personnel and equipment costs noted above from this time until the case is closed.
False Alarms		
	Offense Nos. 1-3 :	Written Warning
	Offense Nos. 4+:	\$72.50 for the 4th offense, plus \$72.50 for each successive offense within a 12-month period.

Notes:

- (1) Application fees assume 2 screen check reviews. Should additional screen check reviews be necessary, additional application fees in the amount of 25% of the initial application fee may be required.
- (2) Applications that are inactive for more than 6 months are subject to new application fees.
- (3) Plus any related City and/or Consultant Costs and 20% Administrative Costs. Deposit shall be made with the City to cover City costs as determined by the Community Development Director.
- (4) Does not include any applicable County filing fees or State Fish & Game filing fees.