



CEQA APPLICATION

Development Services Department –
Planning Division
460 N. Euclid Avenue
Upland, CA 91786
(909) 931 – 4130

PROJECT ADDRESS/LOCATION:

STAFF USE ONLY	
FILE NO.: EAR –	_____
RELATED FILES:	_____

APPLICANT NAME: _____

PROPERTY OWNER NAME: _____

ADDRESS: _____

ADDRESS: _____

PHONE: _____

PHONE: _____

E-MAIL: _____

E-MAIL: _____

PROJECT DESCRIPTION

APPLICANT CERTIFICATION

I hereby certify that the information provided is complete and that the facts, statements, and information presented are true and correct to the best of my knowledge and belief.

Signature

Date

STAFF USE ONLY				
DATE RECEIVED:	RECEIVED BY:	FEES:	RECEIPT NO.:	ASSIGNED PLANNER:
_____	_____	_____	_____	_____

PROJECT INFORMATION

1. **General Plan:** _____ **Zoning:** _____
2. **Proposed Building Height:** _____
3. **Site Acreage – Gross:** _____ **Net:** _____
4. **Building Sq. Ft. – Gross:** _____ **Net:** _____

For Single- and Multiple-Family Residential:

(Address the density proposed, number of units, square footage, number of bedrooms in each unit, number of each unit type proposed, and include the type of household size expected range of sale prices or rents):

5. **Lot Coverage:** _____ % _____ Sq. Ft.
6. **Parking: Required Spaces:** Covered: _____ Uncovered: _____
Guest: _____ Handicapped: _____
- Proposed Spaces:** Covered: _____ Uncovered: _____
Guest: _____ Handicapped: _____
7. **Loading Spaces:** **Required:** _____ **Proposed:** _____
8. **Landscape: Required:** _____ % _____ Sq. Ft. **Proposed:** _____ % _____ Sq. Ft.

9. **Type of Building Construction:** _____
10. **Lot, Parcel, or Tract Number(s):** _____
11. **Is this proposed project part of a larger project?** Yes No
12. **Are there existing buildings on the site?** Yes No
13. **List the previous uses of the site:**
Residential: _____ Commercial: _____ Industrial: _____
Other (described): _____

14. **Include substantial change in demand for municipal services (police, fire, water, sewage, etc.):**

15. **If the project involves a variance, conditional use or re-zoning application, state this and indicate clearly why the application is required:**

COMMERCIAL, INDUSTRIAL, OR OTHER NON-RESIDENTIAL PROJECTS

1. **Describe and list the products to be manufactured on-site, the manufacturing process used, and the by-products or waste products produced on-site:** _____

2. **For a manufacturing process, list any toxic, hazardous, and/or flammable substances used, produced, or stored on the proposed site:** _____

3. **Indicate the number of truck deliveries, the type of materials loaded or unloaded, and the times of the deliveries:** _____

ENVIRONMENTAL INFORMATION

Are the following items applicable to the project or its effects? If checked "Yes", discuss below (attach additional sheets as necessary).

Yes No

- | | | |
|---|--------------------------|--------------------------|
| 1. Change in existing features of any bays, tidelands, beaches, hills, or substantial alteration of ground contours: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Change in scenic views or vistas from existing residential areas, public lands or roads: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Change in pattern, scale or character of general area of project: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Significant amounts of solid waste or litter: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Change in dust, ash, smoke, fumes or odors in vicinity: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Change in ocean, bay, lake, stream or ground water quality or quantity, or alteration of existing drainage patterns: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Substantial change in existing noise or vibration levels in the vicinity: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Site on filled land or on slope of 10 percent or more: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 9. Use or disposal of potentially hazardous materials, such as toxic substances, flammables or explosives: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 10. Substantial change in demand for municipal services (police, fire, water, sewage, etc.): _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 11. Substantially increase fossil fuel consumption (electricity, oil, natural gas, etc.): _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 12. Relationship to a larger project or series of projects: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 13. 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 any existing structures on the site, and the use of the structures. Attach photographs of the site (snapshots or polaroid photos will be accepted): | | |
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| | | |
| 14. Describe the surrounding properties, including information on plant and animals and any cultural, historical or scenic aspects. Indicate the type of land use (residential, commercial, etc.), intensity of land use (one-family, apartment houses, shops, department stores, etc.), and scale of development (height, frontage, set-back, rear yard, etc.) Attach photographs of the vicinity: | | |
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CONGESTION MANAGEMENT

1. What is the anticipated average daily traffic count?: _____

FILING REQUIREMENTS

- When an IS/MND/EAR is required, the applicant shall provide **5 hard copies and digital copies** on a flash drive of the following:
 - Technical documents,
 - Appendences,
 - Initial Studies,
 - Mitigated Negative Declarations,
 - Environmental Impact Reports

FILING FEES:

Environmental Exemption:	\$1,300.00
Negative Declaration:	\$4,930.00
Environmental Review (IS/MND) (Initial Deposit):	\$5,000.00 to \$10,000.00
Environmental Review (EIR) (Initial Deposit):	\$10,000.00

State of California, Department of Fish and Game Review (if applicable):

Please refer to the State of California, Department of Fish and Game for their most current CEQA Environmental Document Filing fee schedule at:

<https://cob.sbcounty.gov/>

*Per the amendment to the Master Fee Schedule in Resolution No. 6825 adopted by the City Council and effective on July 1, 2025. The applicant is responsible for all costs incurred by the City including supplies, equipment and the fully burdened rate of staff involved. A deposit may be required, as determined by the Development Services Director, for complex projects, negotiations, or the use of third-party vendors. These deposit fees are determined by third party vendor contracts, invoicing by contract employees and projects that are major or complex in nature, that exceed the billable staff rate to complete. The amount will be varied based on the scope of the project. Only the true cost is billed to the applicant and any overage in deposit is refunded after completion of the project.