



Submittal Requirements Master Natural Gas Permit

CITY OF RIO VISTA COMMUNITY DEVELOPMENT DEPARTMENT

Please refer to Municipal Code Sections 13.12 and 17.64.

Please submit:

A. Applicable fees

B. Noticing

- Copies of the complete application, with mailing envelopes and registered or certified mail postage for distribution of application materials to all landowners of record of the affected surface estate. In addition of the materials required for distribution to surface land owners, the applicant shall submit 20 copies of the application materials to the City
- A 300 foot radius map, mailing list, mailing labels and postage for distribution of the public notice to property owners and residents of properties within the notification radius

C. Site Plan

- Drawn to scale (not less than 1:40)
- Property lines (lot dimensions) (minimum 145 ft. setback from edge of envelope)
 - Specify all uses located within each setback area (allowable uses per Section 13.12.070.A.3)
- Outline of existing buildings and other structures on each site and on adjacent properties
- Show frontage areas of each gas resource reservation area
- Show adequate access to and from gas facilities
- A general location (vicinity) map and aerial photograph(s) showing the surrounding community
- Well locations
 - Show existing wells and note symbol in map key

- Show the designated location and size of each well site.
- Each well site must be sufficient in size to accommodate at least one well and must provide the required setbacks (as per Section 13.12.070).

D. Landscape Plan

- Show buffer and screen between all adjoining existing uses, recently approved uses and existing/proposed gas operations
- Show all screening between gas facilities and other uses
- Show all fencing

E. Elevations

- Must be drawn to scale (not less than 1:10)
- Show dimensions of all structures, including fencing
- Photos of subject sites, and properties on either side and across the street (and across any rear alleys, if applicable)

F. Gas Development Plan (per code Section 13.12.110)

- Drawn to the scale (not less than 1:20)
- Topography and proposed grading
- Location of all well holes and related accessory equipment, structures, and facilities to be installed on the property and any existing and abandoned wells on each drill site if such are known to exist
- Location of all existing dwellings, buildings used for other purposes, airport runways, operating railways, perennial watercourses, navigable bodies of water, public recreational facilities, and officially recognized wildlife preserves, located within three hundred (300) feet of the proposed wells, identification of the use of each structure, and distances between proposed wells and each existing feature
- North arrow

G. Legal description of proposed drill site(s)

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- H. Narrative description of each proposed natural gas development, including (per code Section 13.12.110):
- o Acreage or square footage of each drill site
 - o Nature of the natural gas development activity
 - o Description of equipment to be used
 - o Phasing or development schedule
 - o A written explanation of how the proposed natural gas development would satisfy the required findings set forth in Subsections 13.12060.B and 17.64, using the same numerical notation as that used in the code section.
- I. Presentation materials
- o A cd rom with all site plan(s), elevations and photos provided in electronic format or
 - o Electronic copies of the above-referenced materials submitted to CDD staff by email
 - The applicant is responsible for submitting updated electronic copies of plant to staff when ever substantive revisions are made to the proposal
- J. Environmental review materials
- o A completed Environmental Assessment Questionnaire
 - o All applicable background reports and studies that have been prepared for the site. Additional studies may be required by CDD staff in order to perform adequate environmental review of the proposal.
- K. Additional information as requested by the CDD or the Planning Commission as deemed necessary to evaluate whether or not the proposed gas operations satisfy the required findings and any other requirement of the Natural Gas Ordinance or Zoning Code.

Additional Comments:

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