



Environmental Evaluation Questionnaire

A completed [Environmental Evaluation Questionnaire](#) is required for certain Planning applications and other land use entitlements. A thorough, detailed, and quantified environmental evaluation questionnaire is required for a complete application and will facilitate a more efficient project review and permitting process, reduce processing timelines, and help ensure a well-designed project. Where a particular topic does not apply, the project description should indicate why.

1. EXISTING ENVIRONMENT

Project Site: Describe the subject property presently as it exists; including but not limited to, project location, size of the parcel, general topography and slope, vegetation on-site, and any other information which would assist the Department in understanding the project's environmental setting. Clear, representative color photographs may be submitted to show the project area. Draw in property boundaries on the photographs.

Slope of property

Flat or sloping	(0 - 6% slope)	_____	acres
Rolling	(7 - 15% slope)	_____	acres
Hilly	(16 - 24% slope)	_____	acres
Steep	(> 24% slope)	_____	acres

Vegetation: Describe the predominant vegetation on the site and within the development area. Identify the location and size of any wetlands, marshes, vernal pools, creeks or riparian areas, or woodlands and whether the project will require fill, crossings, or otherwise disturb these areas.

Drainage: Describe existing drainage conditions on-site. Indicate the direction of surface flows, and any adjacent parcels affected.

Waterways: Describe the location and extent of all waterways including creeks, streams, gulches, wetlands, ponds, reservoirs, drainage ditches, or other water features. For creeks or natural watercourses, indicate whether ephemeral (brief flows following rains), intermittent (seasonal flows during the wet season), or perennial (year-round flows).

Biological: Describe if there any unique, sensitive, rare, threatened, or endangered animals, plants, or habitats on the project site or located within proximity which may be affected by the proposed development.

2. EXISTING LAND USE, DEVELOPMENT, and ACTIVITIES

Project Site: Describe the existing land use(s) of the subject property.

Existing Structures: Indicate the use of structure and size.

	Use of Structure	Square Feet
Residential		
Residential		
Agricultural		
Agricultural		
Commercial or Industrial		
Other		

Easements & Utilities: Describe and indicate the location of any power lines, water mains, pipelines, or other transmission lines that are located on or adjacent to the property. Identify the location and purpose of any existing easements and utilities. These are usually identified in a title report and copies can be obtained from the County Recorder's office or a title company.

Covenants and Restrictions: Identify and provide copies of any covenants, conditions, and restrictions that apply to the parcel. These are usually identified in a title report and copies can be obtained from the County Recorder's office or a title company.

Surrounding Uses: Identify the type of existing land uses in the general vicinity of the subject site and approximate distance of any sensitive land uses, including residences, to the nearest property line.

Identify land uses on adjacent parcels (specify types of crop or farming operation if agricultural).

North		South	
East		West	

3. AGRICULTURAL OPERATIONS

Agricultural Use: If applicable, describe agricultural operations onsite. Indicate the type of crop, cultivated and irrigated farming, non-irrigated and non-cultivated farming, grazing, or pastured livestock.

Agricultural Processing: If applicable, describe the type and location of any processing of agricultural products on-site. Agricultural processing includes any processing or packaging of crops after harvest. Examples include alfalfa or hay cubing; corn shelling; the drying of corn, rice, hay, fruits, or vegetables; pre-cooling and packaging of fresh or farm-dried fruits and vegetables; canning, freezing, or preserving fruits and vegetables; tree nut hulling and shelling; and alcohol fuel production.

Animal Facilities and Operations: If applicable, describe any grazing or pastured livestock operations on-site, include type and quantity for each animal.

Type of Animal	Quantity

Williamson Act - If applicable, indicate whether any portion of the subject property is entered into the Williamson Act Contract, Agricultural Preserve, Agricultural Conservation Easement, Open Space, or similar. If the property is entered into a Land Conservation Contract, provide a copy of the contract. If applicable, include a copy of the notice of non-renewal.

4. PROPOSED PROJECT

Proposed Development and/or Land Use: Describe the type of development, proposed use or business, changes or alterations to the property or building, and the purpose or objective of the proposal.

Proposed Structures: Describe the location, type, and size of any proposed structures. Indicate what types of activities would be performed in each. If altering an existing structure, indicate existing use and proposed alterations and intended use.

Proposed Improvements: Describe the location, type, and size of any additional proposed development, including fences, driveways, patios, utilities, wells, septic systems, and parking areas.

Proposed Outdoor Uses or Activities: Describe any outdoor use areas including outdoor storage (describe materials, equipment, or vehicles being stored), parking, loading areas, etc. Provide square footage devoted to each use.

Proposed Grading: Describe any proposed grading, earthwork, or changes to existing topography that will be required to achieve the proposed development.

Percent of site previously graded: _____%.

Project area (area to be graded or otherwise disturbed): _____sq. ft./acres.

Estimate the amount of soil to be moved (cut and/or fill):

_____ Less than 50 cubic yds³ _____ More than 50 cubic yds³ _____ More than 1000 cubic yds³

Estimate the amount of soil to be:

Imported _____yd³ Exported _____yd³ Used on site _____yd³

Heights: Include the height of all structures, including buildings, fences, retaining walls, and accessory structures.

	Type of Structure	Height
Residential		
Residential		
Agricultural		
Agricultural		
Fence / Wall		
Commercial or Industrial		
Other		

Lot Coverage: Provide the total area in square feet of the lot covered by buildings and structures for the building lot coverage; provide the total area in square feet of the lot covered by impervious surfaces.

	Square Feet
Building coverage	
Surfaced area	
Landscaped	
Open space / fallow area	
Other	

Solid & Hazardous Waste: Describe any hazardous materials or wastes handled onsite. Discuss provisions for solid/hazardous waste disposal (specify company or agency if applicable).

Noise: Describe the existing ambient noise conditions (rural or urban) and describe all proposed activities and facilities or site features that will produce noise, such as parking and loading areas, outdoor heating and ventilation equipment, crush pads, bottling equipment, outdoor storage areas, outdoor patios, picnic and event areas. Describe the location and distance from noise sources to the property lines of the nearest sensitive receptors including residences, schools, and hospitals. Provide the distance from noise sources to property lines.

Odors: Describe any existing or proposed uses which may emit odors detectable on or off-site.

Proposed General Plan or Zoning change: If applicable, list the desired General Plan Designation or Zoning District.

5. CIRCULATION and ACCESS

Site Access: Discuss the existing access to the subject site. Indicate whether vehicle access is provided by public roadway, private road, or easement. Describe the condition of the roadway.

Onsite Circulation: Discuss the onsite circulation and provide widths of roadway or pathways and length of site access for vehicles, trucks, bicycles, and pedestrians. Describe the condition of any road, driveway, or pathways onsite.

Road Improvements: Discuss any roadway, easement, or right of way improvements or acquisition necessary to facilitate the proposed land use or development.

Parking (Existing): Identify the total square footage and dimensions of all parking areas, including overflow parking areas and the size, number, and type of parking spaces (include accessible vehicle parking), and the type of surface.

Parking (Proposed): Identify the total square footage and dimensions of all proposed parking areas, including overflow parking areas and the size, number, and type of parking spaces (include accessible vehicle parking), and the type of surface proposed.

Traffic Generation: Estimate the anticipated trip generation for the proposed use, including employee trips, truck trips, and the general public. Include the peak period daily trips and the average daily trips. For land uses involving weekend hours, including weekend trip generation.

Loading Areas: Identify existing and proposed location, size, dimension, and access for all loading areas. Provide an estimate of the number of annual and average daily truck trips.

Fire and Emergency Services: Describe the type and location of emergency services relative to the project site. Is the site located in a high fire hazard or State Responsibility area? Is access adequate for fire and emergency vehicles?

6. UTILITIES and SERVICES

Water Supply: Describe the existing and proposed source and method of domestic water supply (specify provider of public water). Indicate the location(s) of domestic water wells on site.

Sewage Disposal System: Describe the existing and proposed source and method of sewage disposal (specify provider of public sewer). Indicate the location, size, dimensions, and type of sewage disposal system including leach fields on site.

Storm Water Management Plan: Describe existing and proposed stormwater management including runoff, treatment, drainage, and flood control.

7. COMMERCIAL ACTIVITIES

Hours of Operation: Identify the hours of operation for existing and proposed land uses.

Employees: Identify the existing and proposed number of employees at full implementation or build-out of the project.

Visitors: Estimate the number of visitors per day at full implementation of the use.

Marketing Plan/Promotional Activities and Events: If the use involves events or promotional activities, provide a summary of the marketing plan, including a table summarizing the type of activity or the type of event (wedding, winemaker dinner, fundraiser, etc.), number of events per month and year, hours of operation, the maximum number of persons/participants, number of employees, type of foodservice, and outdoor use areas and whether music or amplified sound is proposed.

Food Service: Indicate if food is proposed to be served to the public and the type of facilities proposed for food service, the square footage of the area for food service, the number of seats or persons that can be served, and the hours of operation.

Signage: Describe all existing and proposed signage onsite. Indicate the location, dimensions, area, and height.

8. PROPOSED DESIGN

Architectural Design Style: Describe the architectural style, design, materials, finishes, and colors for all buildings and structures, including roofs, fences, walls, or other site features. Describe the location and type of any existing or proposed exterior lighting.

Landscaping and Fencing: Identify all landscape and outdoor use areas, including dimensions and size of all turf areas, tree plantings, gardens, landscape, patios, trash enclosures, type of irrigation proposed, fencing, walls, hedges, and other landscape features (i.e. ponds, pools, berms, etc.).

Construction Methods & Timing: Provide details regarding the type and extent of construction required, the construction methods, schedule, the duration and hours of construction, location of any staging areas, and whether or not the project would be constructed in phases.

9. ADDITIONAL BACKGROUND INFORMATION

Larger Project: Describe if the proposed development is part of a larger project.

Additional Permits: List any permits that are required from Solano County and/or other local, state, or federal agencies (ie. Building permit, Department of Fish and Wildlife, Marsh Development, etc.)

Previous Approved Projects: List any know previously approved projects located on the property (i.e. Use Permit, Parcel Map, etc.) Identify the project name, type of project, and date of approval.

Professional Reports: List any know professionally prepared reports for the subject site (i.e. biological survey, traffic study, geologic, hazardous materials, etc.)

10. ENVIRONMENTAL CHECKLIST

Indicate the following items applicable to the project or its effects. Discuss all items checked "Yes" or "Maybe". Attach additional sheets if necessary.

	YES	MAYBE	NO
A. Change in existing natural features including any bays, tidelands, lakes, streams beaches, natural landforms, or vegetations.			
B. Change in scenic views or vistas from existing residential areas, public lands, or roads.			
C. Change in scale, pattern, or character of the general area of the project.			
D. Increased amounts of solid waste or litter.			
E. Dust, ash, smoke, fumes, or odors on-site or in the vicinity.			
F. Change in groundwater quality or quantity.			
G. Alteration of existing drainage patterns, or change in surface water quantity or quality.			
H. Change in existing noise or vibration levels.			

I. Construction on filled land or construction or grading on slopes of 25% or more.			
J. Storage, use, or disposal of materials potentially hazardous to man or wildlife, including gasoline and diesel fuel. (Contact the Environmental Health Division for assistance)			
K. Increase in demand for public services (police, fire, water, sewer, etc.).			
L. Increase in fossil fuel consumption (electricity, natural gas, oil, etc.).			
M. Change in use of or access to an existing recreational area or navigable stream.			
N. Change in traffic or vehicular noise on the road system in the immediate vicinity.			
O. Increased hazards for vehicles, bicycles, or pedestrians.			
P. Removal of agricultural or grazing lands from production.			
Q. Relocation of people.			
