



## **SURFACE MINING ANNUAL INSPECTION SUBMITTAL REQUIREMENTS**

### **A. ITEMS REQUIRED FOR FILING:**

- o 1. Three (3) copies of the Surface Mine Annual Report.
- o 2. Letter from applicant explaining changes over the past year and anticipated changes over the next year.
- o 3. Exhibits or maps identifying changes illustrated in applicant letter.
- o 4. Processing fee of \$4,475.00
- o 5. Scanning fee \$47.00
- o 6. Submit three (3) CD containing the following information organized in the following folders:
  - a. Application Materials: Including but not limited to a completed application, environmental application, grant deeds, noticing package, letter of authorization, title reports, etc.
  - b. Technical/Environmental Studies if applicable.
  - c. Plans: Including but not limited to a subdivision maps, site plans, grading plans, utility plans, architectural elevation plans and renderings, floor plans, conceptual landscape plans, sign program, etc. as applicable to the respective application type.

### **B. NOTICE TO APPLICANTS:**

- 1. Acceptance of the submittal at the counter **does not** represent that it is complete. The applicant will be notified of any missing items.
- 2. It is recommended that applicant, representative or property owner be present at all meetings.
- 3. If you have any questions regarding the above, please call the Community Development Department at (951) 736-2262.
- 4. All plans or maps submitted shall be folded to a maximum size of 8 x 14" with the title block visible.

### **C. ATTACHMENTS:**

- 1. None