

# Housing Development Application Checklist

**Applicability:** This checklist applies to all housing development applications, including applications for mixed-use housing development, with two or more units. All documents, reports and plans must be provided in digital format (pdf). Files cannot exceed 100 MB.

## Section 1 - General Requirements

- A. **Zoning and Land Use Application**. Property owner signature is required.
- B. **Fees**. A planner will review your submittal and assess the appropriate processing fees. **The application will not be deemed submitted until the required payment is received.** See [Fee Schedule](#) online.
- C. **Cost Recovery Forms**. A cost recovery agreement is required for application types that are identified in the Fee Schedule as actual cost of time and materials charged against an initial deposit.
  - 1. [Acknowledgment of Reimbursement Obligation Form](#)
  - 2. [Disclosure Form](#)
  - 3. [Indemnification Agreement Form](#)

Note: The applicant is responsible for the cost recovery of the total number of hours for City staff, consultants, and legal team to review an application. Additional time will be charged per staff hour worked as necessary, plus any costs for outside consultant peer reviews and associated administrative fees, public noticing costs, and other public agency fees, as noted on the City's Fee Schedule. The applicant shall be required to replenish funds as necessary and any unused fees will be refunded when the project is closed.

- D. **Preliminary Title Report**. The report shall be no more than three months old and at a minimum shall include the current ownership of the property. It shall also show active hyperlinks for all referenced documents in the Report and it must be issued by a Title Company.
- E. **Project Narrative**. Submit a written project narrative that describes the proposed project. See Section 2 below for detailed requirements.
- F. **Project Plans**. Submit one electronic plan set, as detailed in Section 3 below.

## Section 2 – Project Narrative

Submit a written project narrative that describes the proposed project. This narrative shall include the following details:

- A. **Project Site Information**
  - 1. Existing and proposed legal lots of record included in the project site, including lot size.
  - 2. Description of existing development, including list of existing buildings and their approximate size, height, and use. For Use Permits on multi-tenant sites, provide an inventory of all business uses on site, with square footage
  - 3. Existing natural features, including trees and creeks.
  - 4. Area Context Map: Mark the site location and surrounding features, topography, vegetation, existing improvements, and prominent public viewpoints and view sheds.

**B. Construction, Demolition, and Physical Modifications.**

1. Any proposed demolition, including proposed removal of dwelling units.
2. Any proposed grading and excavating, including estimated cubic feet of soil to be added or removed from the site.
3. Any proposed changes to the exterior of all buildings included in the project. (The plans may indicate elevations to match existing colors and materials, if applicable).
4. Show any existing and proposed exterior signage.
5. If project is proposed in multiple phases, describe all phases of the proposed development, including number and size of new buildings and/or additions per phase.

**C. Description of Uses. If the proposed project includes any nonresidential use, provide a description.**

1. Type of business or use. For interim use, specify duration of use.
2. Days and hours of operation.
3. Accessory uses: Will any additional uses or activities be conducted along with the primary use (e.g., catering in association with a restaurant)?
4. If there will be multiple uses or activities, indicate the proportion of the site and building(s) that will be dedicated to each use or activity.
5. Outdoor uses: Will any aspect of the business be conducted outside of the building (e.g., storage, sales, special events, customer seating)?
6. Number of individuals (e.g., employees, clients, customers, spectators, teachers, students) anticipated to be at the site at peak times.
7. Hazardous materials: Will hazardous materials be stored or used in conjunction with the business?
8. Alcohol: If a business is proposed, will it include the sale of alcohol? If so, include the type of license to be requested from the Department of Alcoholic Beverage Control (ABC).
9. If a business is proposed, will it include live entertainment: (e.g., live bands, karaoke)? If so, what are the plans for:
  - Controlling projected sound levels in decibels and any soundproofing or noise mitigation measures
  - Proposed site maintenance and/or safety (e.g., trash clean-up)

**D. Proposed Project – Access and Circulation.**

1. Traffic: How many vehicles will come to the site per day? What is the primary mode of travel (e.g., automobile, transit, bicycling, walking) people will use to get there?
2. Circulation: How will vehicles, bikes, and pedestrians enter, exit, and move around the site?
3. Parking: How many existing or proposed parking spaces will be available on the site to serve the use? If located in an area with shared parking, how many spaces will be available for the residential use and any other uses?

**E. Site Photographs. Provide photographs to show entire project site and all adjacent buildings for context. Where possible, take wide-angle shots showing project site and adjacent buildings together.**

1. Photos of the existing building and site, including photo captions.
2. Photos of the adjacent buildings on the block face on both sides of the street, including the address of each photo and photo captions.
3. Map or diagram indicating location of photos.

- F. **Requested Entitlements and Findings of Approval.** Include a list of requested planning entitlements and explain how the proposed project satisfies the findings required by the Rohnert Park Municipal Code (RPMC) for each entitlement. The entire Zoning Code is found [here](#). If an application includes a request for Reasonable Accommodation(s) per [RPMC 17.10.080](#), explain which elements of the standard entitlement findings need not be made and why.

### Section 3 – Project Plans, Boundary Surveys and Material Sample Boards

All plan sheets must be fully dimensioned. They must also provide a graphic and written scale of 1/8" or 1/4" or 1/20" as appropriate unless otherwise stated below. The plan set shall include:

#### A. **Cover Sheet**

1. A vicinity map that clearly shows the subject property and surrounding roads.
2. Project Data Table containing:
  - Existing and proposed General Plan Designation and Zoning district, including any Zoning district overlays.
  - Size of property including gross and net lot area.
  - Adjacent land uses.
  - Square footage of all existing buildings.
  - Square footage of all proposed buildings.
  - Parking analysis for building use and zoning district with code requirements and proposed spaces. Include number of ADA parking spaces, any compact parking spaces, and bicycle parking spaces
  - Percent of lot area for each of the following: landscaping, impervious surfaces, common open space, and private usable space.
  - Lot coverage calculations, percent of net lot area covered by buildings.
  - Whether the project is in a Flood Zone.
  - Whether the project is in a Fire Zone.
3. Contact data. Name, address, and phone number of the property owner, applicant, architect, engineer, and/or surveyor.
4. Sheet index.
5. Name of person preparing plans.
6. Dates of preparation and revisions.
7. Project Address and Assessor Parcel Number(s)
8. North arrow.
9. Legend describing all symbols, notations, and abbreviations.
10. Construction Type and Occupancy Type.

#### B. **Existing Site Plan.** An existing site plan shall be submitted that contains the information listed below.

1. Property lines and lot dimensions -- If a boundary survey is required (see Item K), the property lines shall be consistent with the boundary survey.
2. Setbacks – note required setbacks for zoning district.
3. Existing Site Conditions - show existing building and site conditions, including site slope(s), property lines, easements, adjacent street names, roadway and frontage improvements, parking conditions, outdoor improvements, accessory structures, exterior decks, fences and retaining walls, trees, pools/spas, A/C units/generators, any other mechanical equipment, and any other existing site features.
4. All natural features must be shown, such as rock outcrops, ridgelines, wetlands, creeks (flow line and top of bank), ponds, water bodies, natural habitat areas and all

existing vegetation.

5. The trunk location, dripline, and common and scientific names of all existing trees on the subject property with a 6-inch or greater trunk diameter measured at a height of 4.5 feet above grade. Any trees proposed for removal must be indicated.
6. Areas of geological instability shall be identified, including faults and landslides.
7. Adjacent Properties - include primary buildings, accessory structures, and uses within 50 feet of the subject property line.

**C. Proposed Site Plan.** Submit a proposed site plan containing the information listed below. Site plans shall be drawn to 1"=10' or 1/8"=1' scale.

1. Property lines and lot dimensions. If a boundary survey is required (see Item K), the property lines shall be consistent with the boundary survey.
2. Indicate the footprints and use of all proposed structures and buildings, including any structures proposed to be removed. Clearly identify which improvements are new, existing to remain, or existing to be removed. The minimum setbacks from the exterior walls of all buildings to all property lines must be dimensioned.
3. For projects that involve additions, the additional building area shall be shaded and walls to be demolished shall be dashed. Areas proposed for demolition shall be hatched.
4. Plans for retaining walls shall indicate the top and bottom of wall elevations. The footprint and height of any existing or proposed structure within 50 feet must be provided.
5. Setbacks – Clearly indicate required and proposed setbacks for zoning district.
6. Proposed Site Conditions - show any proposed building envelope expansion, roadway and frontage improvements, parking modifications, outdoor improvements, accessory structures, replacement or expansion of exterior decks, fences and retaining walls, tree removal or addition, pools/spas, A/C units/generators, any other mechanical equipment, and any other proposed site features.
7. Adjacent Properties - include primary buildings, accessory structures, and uses within 50 feet of the subject property.
8. The location of identification signs, propane tanks, trash enclosures, exterior lighting fixtures, mailboxes, fencing, paths and walkways, retaining walls, bicycle racks, and other features that affect the exterior appearance and use of the property.
9. The location and method of screening of any proposed swimming pool equipment, air conditioners, generators, or other noise generators, must be indicated, and specifications including the size, height, and anticipated noise levels at the property line noted.

**D. Elevations.** Provide elevations of each existing and proposed building(s) and structure(s) included in the project.

1. Existing Elevations - include all sides of structure(s) and existing features (including windows, doors, and decks.) with height and length measurements.
2. Proposed Elevations shall include for each proposed building:
  - Proposed elevations of all sides of the building(s).
  - Building sections showing walls, eaves, roof height(s) and roof slope(s), including any rooftop equipment and roof-mounted screening.
  - Building elevations or renderings showing the proposed scheme for the project.
  - Location, dimension and style of doors, windows, chimneys, stairs, bays, and all major architectural features. Provide make and model or cut or specification sheet for pre-made features.

- Height of each proposed building. Identify height to the top of the top story and to the highest point of the roof.
- Topography with existing and proposed grades accurately represented to show building height to indicate relationship of building to the site and adjacent properties.
- Location and type of building-mounted exterior lighting. Include specification sheets. See Exterior Lighting, below.
- Notations identifying the exterior materials and finishes on elevations including colors, types, manufacturers.
- Provide enlarged details for entry features and any special architectural features.

**E. Floor Plan.** Provide floor plans that show all existing and proposed spaces. The floor plan shall include the square footage calculations of the proposed use(s). For changes to existing buildings, provide separate plans for existing and proposed conditions, or if changes are limited, use dashed lines for demolished features and solid lines for new features. Floor plan(s) must show the following:

1. All floors, including mezzanines, basements, and attics.
2. Overall building dimensions to exterior walls.
3. Interior dimensions of all rooms.
4. Use of all rooms (existing and proposed), per the California Building Code.
5. Location and dimensions of windows, doors, and equipment rooms.
6. Location and dimensions of long-term bicycle parking, showing location of lockers or racks suitable for secure locks.
7. All plumbing fixture types/units and locations in both existing and proposed floor plans.

**F. Roof Plan.** Provide a roof plan for each proposed building. Each roof plan shall include adjacent property lines, outline of building footprint, direction and slope of drainage, location of drainage collectors, labeled rooftop structures including vents, equipment, screening, access, material, ridge elevations, roof levels and slopes.

**G. Exterior Lighting Plan.** Provide a site plan noting the location of all exterior lighting within the project site, both fixed to building and freestanding, including any lights for circulation, security, landscaping, building accent or other purpose. Describe the type and height of all light fixtures within all outdoor areas and the make and model of pre-made features (e.g., cut or specification sheet for each style of light fixture proposed). Lighting shall be shielded so that adjacent properties are not impacted.

All projects involving the installation of new or modified lighting must submit a photometric study to show that proposed/installed lighting complies with applicable requirements.

**H. Preliminary Landscape Plan.** Scale of drawing at 1" = 20'. The Plans shall include:

1. North arrow and a Scale Bar.
2. Proposed trees, shrubs, shrub groupings, lawn, groundcover areas, existing trees and plant materials to be saved, stormwater treatment areas, special paving, hardscape, and cut sheet and specifications of site furnishings.
3. Size, species, and spacing of street trees.
4. Landscape legend with a list of plant materials (in Latin and common name), plant sizes and spacing.
5. Size, species, trunk location, and canopy of all existing trees (6 inch diameter or

larger) on site and adjacent properties that could be affected by the project. Identify trees to remain and to be removed.

6. Estimated representation of plant materials within three years.
  7. Color representation of proposed landscaping.
  8. Location and screening of all above-grade utilities with 1:10 scale cross sections showing the screening of utilities.
  9. Location of bio-swales or other stormwater treatment areas with 1:10 scale cross sections showing the planting within the bio-swales.
  10. Enlarged details (minimum of 1:10 scale) for focal points and accent areas, i.e., courtyards, entry features, landscape walls, or special areas.
  11. Location and details of all hardscapes including specifications of walls, fences, paving, decorative planters, trellises, arbors, and other landscape features.
  12. Statement noting that the Water Efficient Landscape Ordinance (WELo) standards will be adhered to when applicable.
  13. Show line of sight triangle for all intersections and driveways.
- I. **Sections and Profiles.** Provide at least two cross sections at 1/4" = 1' scale, to illustrate building and floor area details, grading, etc. Include references on relevant site, floor, and/or elevation drawings. The drawings should show ceiling heights of each floor (including basements and attics), first story finished floor elevation, base flood elevation, and the existing and proposed grade of the property. The set should include at least one transverse section and one longitudinal section. At least one of the sections should go through the highest point of the building.
- J. **Preliminary Grading Plan.** For projects involving the cut and fill of soil, provide to-scale plans graphically identifying areas of cut, areas of fill, retaining walls and heights, and locations of significant trees and driplines. Existing and proposed contour lines shall be indicated with existing contours indicated with a solid line, contours to be eliminated with a dash line and new contour lines with a bold solid line, at minimum 5' intervals. The grading plan shall be drawn at the same scale as the site plan.
- The plan should indicate the amount of proposed excavation and fill in cubic yards, the location of proposed deposition and borrow sites for each major element of the project, the total area of disturbance proposed for the project, the limits of grading, and the total amount of off haul in cubic yards.
- K. **Boundary Survey.** Required for construction of any new building or for any construction located within four feet of a property line. The survey must meet the following requirements:
1. Wet-stamped, signed by a licensed CA surveyor or licensed civil engineer
  2. Minimum scale of 1/10" = 1'.
  3. All property lines, curb and sidewalk, spot elevations, existing structures, building dimensions, and setbacks to all property lines.
- L. **Colors and Materials Board.** Actual materials and color sample chips of major exterior materials, (elevations, roof, trim, etc.) on a board no larger than 11" x 17" with labels for each material(s), and project name on board. Complete details, including dimensions, materials, and colors for all proposed retaining walls and fencing shall also be submitted.

## Section 4 – Affordable Housing Requirements

- A. Housing Affordability Statement.** Provide a statement describing the following:
1. How the project complies with the City’s Inclusionary Housing Requirements ([RPMC 17.07.020\(N\)](#))
  2. Level of affordability that will be provided and/or amount of in lieu fee that will be paid.
  3. Number and proposed location of any affordable units provided.
  4. Size and amenities (bedrooms, bathrooms, parking facilities) of all units. Affordable units and market rate units shall be identified on the floor plan. Affordable units shall be comparable in number of bedrooms, exterior appearance and overall quality of construction to market rate units.
- B. Density Bonus Analysis.** For projects requesting a density bonus pursuant to [Government Code Section 65915](#) and [RPMC 17.07.020\(H\)](#), submits the following information:
1. A written statement that includes the following information:
    - a. Required project entitlements
    - b. Number of “base project” units
    - c. Number and percent of affordable units on site and level of affordability
    - d. Percent density bonus requested and allowed pursuant to Government Code Section 65915.
    - e. Any requested waivers or modifications of development standards necessary to physically accommodate “density bonus” units (e.g., increased height, reduced setbacks)
    - f. If the project is requesting any incentive or concession, describe each incentive or concession being requested in addition to (or instead of) waivers or modifications necessary to accommodate density bonus.
    - g. If requesting incentives or concessions, include a written rationale to demonstrate that any requested incentive is necessary to make the affordable units economically feasible and set rents at qualifying levels.
    - h. Parking ratio requested pursuant to Government Code §65915(p).
  2. A site map showing the location and general layout of the proposed housing development and surrounding land uses and roadways.
  3. Plans showing a “base project” that complies with all applicable Zoning Ordinance requirements, without any waivers or modification to development standards.
- C. Housing Demolition/Government Code §66300(d) Compliance.** For new housing developments that propose the demolition of any residential dwelling unit, provide a statement that includes the following:
1. Number of existing and proposed residential dwelling units, and maximum number of dwelling units on the site within five years of the date of application submittal if different than existing.
  2. Number of existing units that are currently occupied and income level of occupant household, if known.
  3. Number of residential dwelling units proposed to be retained, and income level of occupant household, if known.
  4. Restricted Affordable Lower Income Units: Indicate the number of units by number of bedrooms existing on the site in the past five years that were at any time subject to a recorded covenant, ordinance, or law that restricted rents or prices to be affordable to lower or very low-income households.
  5. Units Subject to Rent Control or Price Control: Indicate the number of units by

number of bedrooms on the site that, in the past five years, have been subject to rent control or price control (for example, through Inclusionary Housing requirements).

6. Incomes of Existing Tenant Households: Provide documentation of the names, property address, and current incomes of any households now occupying units on the site, by number of bedrooms in a unit. If current incomes are unknown, please indicate.
7. If Any Units Are Still Occupied, Incomes of Households Formerly Occupying Vacant Units: For any vacant units, provide documentation of the income of the last household occupying the unit, by number of bedrooms. If that household's income is unknown, please indicate.
8. No Units Occupied; All Units Vacant or Demolished; Incomes of Former Tenants: If all units that existed on the site in the last five years are currently vacant or have been demolished, please indicate the maximum number of units, by number of bedrooms, that existed on the site in the past five years and the income of each household occupying a unit at the time when the maximum number of units existed on the site. If the income of those households is unknown, please indicate.

## Section 5 – Property Line Modifications

- A. Subdivision and Tentative Maps.** Any request to divide real property into four (4) or fewer lots (Minor Subdivision) requires the filing of a Tentative Parcel Map application, and any request to divide real property into five (5) or more lots (Major Subdivision) requires a Tentative Map application. The application must be filed concurrently with any additional required entitlement requests. See requirements for Tentative Map and Tentative Parcel Map applications here:

[Tentative Map and Tentative Parcel Map Submittal Checklist](#)

[Tentative Map and Tentative Parcel Map Complete Application Checklist](#)

- B. Lot Line Adjustment and Merger.** Any request to adjust or consolidate a lot line(s) between or among existing, legal and adjacent record lots of land (aka, parcels or lots) shall require the filing of an application with the Development Services Department, [Engineering Division](#). The application shall be filed by the property owner(s) or representatives of the property owner(s). See requirements for Lot Line Adjustment and Merger applications here:

[Lot Line Adjustment/Merger Permit Packet](#)

## Section 6 – Additional Items

- A. Arborist Report.** Projects involving any construction activity (including excavation, trenching, demolition, paving, storage of materials, and parking of vehicles) within the drip line of a significant tree (whether on- or off-site) shall be required to submit a report by a certified arborist assessing the project's impacts on the affected tree(s) and recommending preservation measures both during and after construction.
- B. Historic Resource Evaluation.** If a project involving any construction activity is proposed on any state, federal or local landmarked property, a historic resource evaluation shall be requested to evaluate the proposed project in accordance with the Secretary of the

Interior's Standards for the Treatment of Historic Properties and include the preparation of a California Department of Parks (DPR) 523 series form. The evaluation must be prepared by a qualified historian, architectural historian or historic architect according to the Secretary of the Interior Professional Qualifications Standards. If historical resources are identified, the project shall be designed to be consistent with the Secretary of the Interior Standards for the Treatment of Historic Properties.

- C. Archeological Resources Study.** Preliminary reconnaissance shall be conducted to determine whether archaeological resources may exist on a proposed project site. If there is a possibility of archeological resources on a proposed project site, a Phase I archaeological resources study shall be performed by a qualified professional meeting the Secretary of the Interior's (SOI) Professional Qualification Standard (PQS) for archaeology (NPS 1983). A Phase I archaeological resources study shall include a pedestrian survey of the project site and sufficient background research and, as necessary, field sampling to determine whether archaeological resources may be present. Archival research shall include a records search at the Northwest Information Center (NWIC) and a Sacred Lands File (SLF) search with the Native American Heritage Commission (NAHC), and coordination with Native American tribes listed by the NAHC. The Phase I technical report documenting the study shall include recommendations to avoid or reduce impacts on archaeological resources.
- D. Biological Resource Assessment.** For any project involving construction activity in or adjacent to ecologically sensitive areas, provide a site-specific biological resource assessment prepared by a qualified biologist that identifies the existing resources present, potential impacts on the resources, and mitigation measures for these impacts.
- E. Description of Compliance with the Santa Rosa Plain Conservation Strategy.** For any project involving construction activity, identify the designation of the project site under the [Santa Rosa Plain Conservation Strategy \(Map\)](#) and describe the methods used to evaluate and mitigate potential impacts to California Tiger Salamander, listed plant species, seasonal wetlands, and vernal pools consistent with the strategy's Interim Mitigation Guidelines.
- F. Preliminary Drainage Plan.** A preliminary drainage plan, prepared by a qualified civil engineer, hydrologist, architect, or landscape architect, shall be prepared for all development projects greater than three dwelling units, or containing any non-residential uses. This plan shall show existing and proposed drainage for the site, structures, driveway and other improvements must be submitted. The plan must indicate the direction, path, and method of water dispersal for existing and proposed drainage channels or facilities. The drainage plan must indicate existing and proposed areas of impervious surfaces.

Provide hydrologic calculations to demonstrate whether there would be any additional surface run-off resulting from the development. The drainage plan shall be drawn at the same scale as the site plan.

- G. Fire Emergency Vehicle Access Plan.** A fire apparatus access plan shall be prepared for all development projects greater than three dwelling units or containing any non-residential uses. Fire apparatus plan shall show the location the following:
1. Designated fire apparatus access roads.
  2. Red curbs and no parking fire lane signs.
  3. Fire hydrants.

4. Fire Department Connection (FDC).
5. Double detector check valve.
6. Street address sign.
7. Recessed Knox Box
8. Fire Alarm annunciator panel.
9. NFPA 704 placards.
10. Provide a note on the plan, as follows: The designated fire apparatus access roads and fire hydrant shall be installed and approved by the Rohnert Park Public Safety Department prior to construction of the building.

**H. Flood Elevation Certificate.** This Certificate is required for all projects taking place in a Federal Emergency Management Agency (FEMA)-designated flood zone. Any proposed construction within a flood zone must comply with FEMA and City floodproofing regulations

**I. Geotechnical/Soils Report.** All applications require a preliminary geotechnical report. Additionally, for projects on land which has been used by businesses, the preliminary Geotechnical Report shall include a preliminary hazardous materials evaluation. If the preliminary evaluation identifies evidence of hazardous materials, a Hazardous Waste Investigation Report will be required.

**J. Stormwater.** All projects are required to submit a completed and signed [Storm Water LID Determination Worksheet](#). If the project will require permanent Stormwater BMP's and a Storm Water Low Impact Development Submittal (SWLIDS), as determined by the Worksheet, an Initial SWLIDS must be submitted with the entitlement application. For detailed guidance, please review the [Low Impact Development Technical Design Manual](#) and related resources on [Santa Rosa's Low-Impact Development Webpage](#).

All projects shall be required to comply with all regional stormwater management regulations. A preliminary Operations and Maintenance Plan for the Stormwater Control Plan shall also be required.

**K. Transportation Impact Analysis.** Projects that propose net new commercial square footage and/or residential units or that are requesting a parking modification shall be required to submit a Transportation Impact Analysis (TIA). The TIA shall include the following:

1. Trip Generation
2. Traffic Analysis
3. Multimodal Considerations
4. Mitigation Measures

**L. Circulation Study.** Projects that propose new roadways (public or private) or new ingress/egress from an existing street shall be required to submit a Circulation Study.

**M. Trash, Recycling, and Compost Plan.** A Trash, Recycling, and Compost Plan shall be provided, including the following:

1. A written description of all waste streams and proposed enclosures, staging areas and corresponding project plans and elevations.
2. A site plan, floor plan and elevations for all waste enclosures, staging areas, and internal collection room details, shown in plan and elevation view. Details must be shown that provide clear and complete design information. Plan view details shall illustrate sufficient access, circulation and function for both residents/employees and service providers. All dimensions must be shown, including the widths of the

pedestrian entrance and service gates, all proposed containers labeling their intended usage and capacity (i.e., “3 cubic yard recycle” or : “2 cubic yard trash”) and all functional components such as drains, bollards, wheel stops, curbs and ramps shall be included.

3. Elevation view details shall show proposed materials and colors, label all design components, and provide any other specifications for all components. Elevations shall also describe wall and gate construction including recessed and projected material patterns, base and top treatments and other design features. Include labeling, detail enlargements and cross sections if needed to adequately describe the depth of materials and construction intent.
4. The access route for waste haulers to service the development shall be labeled showing all forward and reversing operations. For areas where the hauling path requires the hauler to manually maneuver containers because the truck access point is separated from the storage location, the hauling path shall also be depicted and labeled.
5. Provide preliminary approval for the location of the waste enclosures from the waste hauler.

**N. Utilities Information:** Utilities Information shall be provided, including the following:

1. Preliminary Utilities Plan: This plan shall be prepared for all development projects. It shall include the location of all public and private utility connections and methods of extension must be indicated. The size and capacity of the utilities shall be labeled.
2. Sewer Quantities: For projects with a total increase of 4 or more units over the existing number of units, including additional units in future phases of the project, provide the sewer quantities in accordance with City of Rohnert Park Manual of Standards Volume 1 Sewer. The City shall use this information to complete a sanitary capacity study, and the cost thereof shall be borne by the Applicant. The sewer capacity study to be completed by City is not a completeness item.
3. Water Demand Quantities: For projects with a total increase of 4 or more units over the existing number of units, including additional units in future phases of the project, provide the water demand quantities in accordance with City of Rohnert Water Capacity Charge Analysis October 2016, Resolution 2016-112. (The water demand quantities are as follows: for new single-family dwelling unit, 232.4 gpd; for new multifamily dwelling unit, 118 gpd; for new Nonresidential, 22.4 gpd per employee.) The City shall use this information to complete a water capacity study, and the cost thereof shall be borne by the Applicant. The water capacity study to be completed by City is not a completeness item.

**O. Acoustical Analysis.** Projects within the 65 dB Ldn noise contours, shown in [General Plan 2020 Figure 8.2-1](#), shall provide a technical acoustical analysis conducted by a professional acoustical engineer that includes recommended mitigation measures.

**P. Health Risk Assessment.** Projects within 500 feet of freeways and roadways with over 100,000 vehicle trips per day shall prepare a health risk assessment (HRA) to identify potential health risk impacts and include recommended mitigation measures to reduce potential exposure to toxic air contaminants.