



Interoffice Memo

DATE: April 29, 2025

PHONE: (909) 387-8311

FROM: **EANAS SHANABO**, Supervising Project Manager
Land Use Services

TO: **ELENA BARRAGAN**, Planner III
Land Use Services

ROAD AND DRAINAGE CONDITIONS – MINOR USE PERMIT (MUP)
SUBJECT: **APPLICANT: ON THE MOUNTAIN LTD LIABILITY COMPANY APN: 0328-165-16**
PROJ-2023-00088

Land Use Services Department – Land Development Division (LDD) recommends:

Based on the site plan received on 04/09/2025 the Department of Land Use Services, Land Development Division recommends:

- ☐ **APPROVE THIS PROJECT, subject to Conditions of Approval.**
- ☒ **DO NOT RELEASE APPROVAL OF THIS PROJECT, until the following redesign and/or studies are, submitted, reviewed and approved by Land Development Division.**
- ☒ **A REVISED MUP SITE PLAN IS REQUIRED (list revisions):**
 - 1. *Once approved*, show all proposed drainage infrastructure on the site plan in accordance with the approved preliminary drainage study.
- ☒ **Preliminary Drainage Study.** A Preliminary Drainage Study (DRNSTY) for the project has been reviewed and was returned with revisions required on 04/25/2025. Please submit a revised Drainage Study via EZOP under Record ID: DRNSTY-2025-00020.
- ☒ **Caltrans Approval.** Obtain approval from Caltrans for access requirements and working within their right-of-way. Upload this approval to EZOP under Record ID: PROJ-2023-00088.

LAND DEVELOPMENT DIVISION RECOMMENDS

The following Conditions Of Approval:

GENERAL REQUIREMENTS

Conditions of Operation and Procedures
(Not subject to Condition Compliance Sign Off)

Land Use Services Department – Land Development Division – Drainage Section (909) 387-8311

- ☒ **Tributary Drainage.** Adequate provisions should be made to intercept and conduct the tributary off-site and on-site 100-year drainage flows around and through the site in a manner that will not adversely affect adjacent or downstream properties at the time the site is developed. The project site shall be designed in a manner that perpetuates the existing natural drainage patterns with respect to tributary drainage areas, outlet points and outlet conditions.
- ☒ **Natural Drainage.** The natural drainage courses traversing the site shall not be occupied or obstructed.
- ☒ **Additional Drainage Requirements.** In addition to drainage requirements stated herein, other "on-site" and/or "off-site" improvements may be required which cannot be determined from tentative plans at this time and would have to be reviewed after more complete improvement plans and profiles have been submitted to this office.
- ☒ **FEMA Flood Zone.** The project is located within Flood Zone D according to FEMA Panel Number 06071C8000H dated 08/28/2008. Flood hazards are undetermined in this area, but they are still possible. The requirements may change based on the recommendations of a drainage study accepted by the Land Development Division and the most current Flood Map prior to issuance of grading permit.
- ☒ **Erosion Control Installation.** Erosion control devices must be installed and maintained at all perimeter openings and slopes throughout the construction of the project. No sediment is to leave the job site.
- ☒ **Endangered Plants.** Compliance with Section 88.01.070 Mountain Forest and Valley Tree Conservation is required. Provide a plant protection plan or removal plan prepared by a licensed biologist to be approved by the County LUS.

Per the County General Plan Environmental Impact Report, provide a biological report and associated plan (uploaded as a separate attachment in the EZOP record) that shows any protected species including plant species with stems two inches or greater in diameter or six feet or greater in height.

See related links:

<https://countywideplan.com/resources/document-download/>

https://countywideplan.com/wp-content/uploads/sites/68/2021/01/CWP_PolicyPlan_HardCopy_MainText_Tables_2022_Sept_Adopted.pdf?x23421

https://codelibrary.amlegal.com/codes/sanbernardino/latest/sanberncty_ca/0-0-0-175787

- ☒ **NPDES Permit:** An NPDES permit - Notice of Intent (NOI) - is required on all grading of one (1) acre or more prior to issuance of a grading/construction permit. Contact your Regional Water Quality Control Board for specifics. www.swrcb.ca.gov
- ☒ **Regional Board Permit:** Construction projects involving one or more acres must be accompanied by Regional Board permit WDID #. Construction activity includes clearing, grading, or excavation that results in the disturbance of at least one (1) acre of land total.

**PRIOR TO ISSUANCE OF GRADING PERMITS
OR LAND DISTURBING ACTIVITY**

The following shall be completed:

Land Use Services Department – Land Development Division – Drainage Section (909) 387-8311

- ☒ **Drainage Improvements.** A Registered Civil Engineer (RCE) shall investigate and design adequate drainage improvements to intercept and conduct the off-site and on-site 100-year drainage flows around and through the site in a safe manner that will not adversely affect adjacent or downstream properties. Submit drainage study for review and obtain approval. A \$750 deposit for drainage study review will be collected upon submittal to the Land Development Division. Deposit amounts are subject to change in accordance with the latest approved fee schedule.
- ☒ **Drainage Easements.** Adequate San Bernardino County Drainage Easements (minimum fifteen [15] feet wide) shall be provided over the natural drainage courses, drainage facilities, and/or concentration of runoff from the site. The hydrologic/hydraulic calculations supporting the size of the easement(s) shall be submitted for review/approval by the Land Development Division prior to recording the easement. Proof of recordation shall be provided to the Land Development Division.
- ☒ **On-site Drainage Easement.** On-site flows shall be directed within a drainage easement.
- ☒ **Grading Plans.** Grading and erosion control plans shall be prepared in accordance with the County's guidance documents (which can be found here: <https://lus.sbcounty.gov/land-development-home/grading-and-erosion-control/>) and submitted for review with approval obtained prior to construction. All drainage improvements shall be shown on the grading plans according to the approved final drainage study. Fees for grading plans will be collected upon submittal to the Land Development Division and are determined based on the amounts of cubic yards of cut and fill. Fee amounts are subject to change in accordance with the latest approved fee schedule.

- ☒ On-site Flows. On-site flows need to be directed to the nearest County maintained road or drainage facilities unless a drainage acceptance letter is secured from the adjacent property owners and provided to Land Development.

PRIOR TO ISSUANCE OF BUILDING PERMITS

The following shall be completed:

Land Use Services Department – Land Development Division – Drainage Section (909) 387-8311

- ☒ No comments.

Land Use Services Department – Land Development Division – Road Section (909) 387-8311

Rim of the World Drive / Highway 18 (Caltrans)

- Caltrans Review. Obtain comments from Caltrans for access requirements and working within their right-of-way.

PRIOR TO FINAL INSPECTION OR OCCUPANCY OF ANY STRUCTURE

The following shall be completed:

Land Use Services Department – Land Development Division – Drainage Section (909) 387-8311

- ☒ Drainage Improvements. All required drainage improvements shall be completed by the applicant. The private Registered Civil Engineer (RCE) shall inspect improvements outside the County right-of-way and certify that these improvements have been completed according to the approved plans. Certification letter shall be submitted to Land Development.

Land Use Services Department – Land Development Division – Road Section (909) 387-8311

- ☒ Caltrans Approval. Obtain approval from Caltrans for access requirements and working within their right-of-way.