

County of Ventura

**Conditional Use Permit
Application Packet
for
Oil and Gas Facilities**



County of Ventura • Resource Management Agency • Planning Division
800 South Victoria Avenue, L1740, Ventura, CA 93009
(805) 654-2488 • www.vcrma.org/divisions/planning

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Oil and Gas Conditional Use Permit Guidelines

County of Ventura • Resource Management Agency • Planning Division
800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2488 • vcrma.org/divisions/planning

The County of Ventura requires a Conditional Use Permit (CUP) for oil and gas exploration and production facilities, pursuant to Ventura County Non-Coastal Zoning Ordinance §§ 8105-4 and 8105-5 and the Ventura County Coastal Zoning Ordinance § 8174-5.

The CUP application is required to provide County staff the ability to conduct environmental review and assess consistency of the proposed project with County regulations.

A. Requirements for Oil and Gas Exploration and Production in Ventura County

A CUP is required to operate an oil and gas exploration and production facility within the unincorporated areas of Ventura County. The requirement is included in the Ventura County Non-Coastal Zoning Ordinance (NCZO) and the Ventura County Coastal Zoning Ordinance (CZO).

- **NCZO Requirement:** NCZO §§ 8105-4 and 8105-5 require the granting of a CUP by the County decision-maker for oil and gas exploration and production.

NCZO § 8111-1.2.1 states:

A Conditional Use Permit (CUP) is a permit based upon a discretionary decision required prior to initiation of particular uses not allowed as a matter of right. Such permits are subject to site plan review and may be conditioned in order to assure compliance with the requirements of this Chapter and with the purposes of the applicable zone.

- **CZO Requirement:** CZO § 8174-5 requires the granting of a CUP by the County decision-maker for oil and gas exploration and production.

CZO § 8181-5 states:

CUP Application requests shall be filed with the Planning Division. No application request shall be accepted for filing and processing unless it conforms to the requirements of this Chapter; contains in a full, true and correct form, the required materials and information prescribed by the forms supplied by the Ventura County Planning Division; and is accompanied by the appropriate fees.

Oil and Gas Exploration and Production Facility Permit Requirements

In order to conduct oil and gas exploration and production operation activities in the unincorporated area of Ventura County and in the State of California, the oil and gas facility operator must take the following actions:

1. Obtain a discretionary entitlement (i.e. CUP) for oil and gas exploration and production granted by the local land use authority (i.e. County of Ventura).
2. For new oil and gas exploration and production facilities, a financial Security in the penal amount of not less than \$10,000.00 for each well that is drilled or to be drilled must be submitted to the County prior to the commencement of drilling. Any operator may, in lieu of filing such a security for each well drilled, redrilled, produced or maintained, may file a security in the penal amount of not less than \$10,000.00 to cover all operations conducted in the County of Ventura.
3. Obtain a Zoning Clearance for Use Inauguration from the County of Ventura Planning Division. Issuance of the Zoning Clearance allows the oil and gas facility operator to conduct the activities authorized under the CUP. Note: A separate Zoning Clearance for Construction is required prior to the drilling of each new well authorized by the CUP.
4. Obtain a permit (i.e. Notice of Intent) approved by the State of California Department of Conservation through the local Geologic Energy Management Division (CalGEM) office. Oil and gas wells (development and prospect wells), enhanced-recovery wells, water-disposal wells, service wells (i.e. structure, observation, temperature observation wells), core-holes, and gas-storage wells require CalGEM permits.

Although a CUP and the CalGEM permit are required to authorize the oil and gas exploration and production facility, these permits are subject to different laws and procedures and are granted by separate governmental agencies. The location, number and type of wells, and the characteristics of the authorized operation must be consistent between the CUP and the CalGEM permit. The "Project Description" included in the Zoning Clearance for Use Inauguration must be consistent with the description included in the CalGEM permit.

B. CUP Application General Instructions

The information and materials requested in this application packet are required by County staff in order to (a) deem your application complete, thus allowing for the a determination as to the type of environmental document that is required for your project and preparation

of an Initial Study (if required) and,¹ (b) assess your project's consistency with the rules and regulations that apply to the requested CUP and, (c) process your application as quickly as possible.²

Although all of the questions in this application packet might not apply to your project, carefully review these documents in their entirety to ensure that you provide the required information and materials for your application. In addition, please be advised that:

- All permit processing and outstanding fees must be paid in full at the time at which you submit your application;³
- One original and one copy of a "Fee Reimbursement Agreement" must be completed, signed by the mineral rights lease holder, if different from the owner of the surface rights, and submitted with the application; and,
- All required information must be submitted as part of a single submission. Partial submissions will result in the return of your application packet.

Included in this document is an application form provided by the Planning Division pursuant to § 8111-1.2.1 of the NCZO and § 8181-5 of the CZO for use in the preparation of a complete CUP application for oil and gas exploration and production within the unincorporated area of Ventura County. This application includes:

- all Zoning Ordinance requirements and instructions on how to complete the application.
- "Certification Statement of Hazardous Waste/Substance Site" form; and,
- "Fee Reimbursement Agreement" form.

The CUP application submitted to the County of Ventura must be presented in the format included in this application and address each requirement listed therein. Examples of the required information are presented throughout this application in italic font. Note that some of the informational requirements listed in the application are not applicable to every proposed and existing oil and gas exploration and production facility.

¹ *County of Ventura County Administrative Supplement to the State CEQA Guidelines* (Last Amended August 3, 1999, §5.1), *Ventura County Initial Study Assessment Guidelines* (February 2006), and the *State CEQA Guidelines* [California Code of Regulations, Title 14, Chapter 3, §15063].

² For a discussion of, as well as the policies, ordinances, and regulations related to, the discretionary entitlement (i.e. CUP Application) process, please see the following website: <https://www.vcrma.org/discretionary-approvals>. For a discussion of, as well as the policies, ordinances, and regulations related to, the environmental review process, please see the following website: <http://www.ventura.org/rma/planning/ceqa/index.html>.

³ For information on the fees that are required to process your application, please see the following website: <https://www.vcrma.org/planning-permit-fees>.

Please be advised that submitting these materials does not guarantee that your application will be deemed technically adequate and that it has satisfied all applicable Federal, state, and local development standards and codes. County agencies still must conduct technical reviews of your reports, plans, and application materials and will inform you if their agency concludes that any required information is missing. If technical information about your project is inadequate, it can add additional time to the overall approval process.

If your land-use project is appealed, please be aware that you may be responsible for all or a portion of the costs required to process the appeal. For appeals of projects unrelated to a violation and located within the non-coastal zone, the following applies:

- A fee of \$1,000 will be required of the project appellant at the time the appeal is submitted.
- Appellants who are also project applicants will be responsible for all charges for staff time to process the appeal.
- Where the appellant is not the project applicant, the appellant will be responsible for the initial \$1,000 and the applicant will be responsible for actual staff time and costs in excess of the initial \$1,000 appeal fee up to a maximum of \$1,000.
- Where the appeal is fully upheld, the full fee for the appeal will be refunded. If upheld in part, the decision-making body will determine how much of the costs will be refunded.

For projects located within the coastal zone, no fee will be charged for appeals, per the California Coastal Act.

Prior to submitting your application, it is imperative that you fully familiarize yourself with the laws, ordinances, regulations, policies, and procedures that apply to your application, and consult with appropriate experts (e.g., land use consultant, architect, civil engineer, floodplain specialist, geologist, or biologist) that can assist you in preparing the necessary reports, plans, studies, and other documentation normally required to process your application. *Although County staff are available to provide assistance, ultimately it is your, and your consultant's, responsibility to ensure that the requisite information and materials are complete and included in your application packet.* For a fee, you may request a presubmittal review from an Agency or Department. (The estimated minimum time for a presubmittal review is two weeks.)

C. Advisory Information

Please be aware that certain areas of the County are subject to prohibitions on development and/or are subject to General Plan policies and Zoning Ordinance regulations that may preclude County staff from making a recommendation of approval to decision-makers on certain types of projects. Therefore, please review the following information prior to preparing an application to determine if the proposed project is subject to any of these prohibitions on development, policies, or regulations:⁴

⁴ The following list does not constitute an exhaustive list of the moratoria, policies, and regulations that could result in County staff making a recommendation of denial of your application to decision-makers.

- Zoning Violations: Pursuant to the *Ventura County Non-Coastal Zoning Ordinance* (2017, § § 8111-2.2.f and 8107-5.6) and the *Ventura County Coastal Zoning Ordinance* (2016, § 8181-5.1.e), a CUP application for an oil and gas facility shall not be processed if a violation related to oil and gas operations exists on the project site pursuant to Division 8, Chapters 1 or 2, of the Ventura County Code. The CUP application shall not be accepted for processing if a Notice of Violation is in effect on the subject property—unless the discretionary entitlement, is required in order to abate the violation that is the subject of the Notice of Violation.
- Abandoned Water Wells: Pursuant to the County of Ventura’s Groundwater Conservation Ordinance No. 4184 (§4819.A), if an abandoned water well exists on the proposed drillsite (i.e. the well pad), you must obtain a well destruction permit from the Ventura County Watershed Protection District and destroy the well, prior to submission of an application for a discretionary entitlement, subdivision, or legislative action. In addition, an application for a discretionary entitlement shall not be accepted for processing if a Notice of Non-Compliance is in effect on the subject property, unless the discretionary entitlement is required in order to abate the violation that is the subject of the Notice of Non-Compliance.
- Biological Resources: Projects that are located on land that contain native vegetation or trees, are adjacent to land that contains native vegetation or trees, or are located within 300 feet of a watercourse, drainage, or wetland may require an Initial Study Biological Assessment (ISBA). To be sure that an ISBA is needed, it is advised that the Planning Division be consulted prior to application. If an ISBA is needed, a biological consultant from the Planning Division’s list of Qualified Biologists may be contracted to conduct a survey and complete an ISBA report in the Planning Division’s standard report format. The biologists on this list have already demonstrated their qualifications and signed Memorandum of Understanding for Preparation of Initial Study Biological Assessments. Prior to hiring a biologist that is not on the list of Qualified Biologists, it is recommended that the biologist contact the Planning Division in order to demonstrate their qualifications and to get a copy of the Planning Division’s ISBA formatted report. Failure to demonstrate the biologist’s qualifications and/or not preparing the ISBA in Planning Division’s format will result in costly peer reviews and the need to reformat the ISBA. After the first survey, the biological consultant will know whether any focused surveys for special-status plants or animals are necessary to complete the ISBA report. It is important to note that, if focused surveys are necessary, these surveys are often restricted to a specific time of the year. For instance, botanical surveys are conducted during the blooming period, which is typically in the spring. It is particularly important to start the biological surveys early in the planning process to provide time for any necessary focused surveys and to design the project to avoid impacts to significant biological resources. Avoiding impacts to biological resources can save time and money during the environmental review and permitting process.

- **Sensitive Plant Surveys:** Projects that are located within areas of intact native vegetation and, consequently, have the potential to adversely impact endangered, threatened, or rare plant species, plant species that are included on the Ventura County List of Locally Important Species, or California Native Plant Society listed species, will require the preparation of a sensitive plant survey by a qualified biologist. The sensitive plant survey must be conducted during the flowering period(s)—typically springtime—of the species that are likely to occur within the project site. The sensitive plant survey must be conducted prior to completion of an Initial Study for the project; therefore, unless a sensitive plant survey has recently been conducted on the project site, the preparation of a sensitive plant survey could delay the processing of your application. For more information on the rules, regulations, and procedures for analyzing potential impacts to related to biological resources, please see: <https://www.vcrma.org/biological-resources>
- **Hiring Local for Orphaned and Idle Wells:** On March 14, 2023, the Ventura County Board of Supervisors approved Resolution No. 23-028 adopting a policy statement to strongly encourage contractors to hire locally and use a skilled and trained workforce for plugging and abandoning orphan and idle wells within the County. A copy of the adopted resolution can be found on the County’s Oil and Gas Program website <https://vcrma.org/en/oil-and-gas-program>. Pursuant to this resolution, the County requests, but does not require, that for “Orphan Well Plugging and Abandonment Projects” or “Idle Well Plugging and Abandonment Projects,” as defined therein, that the contractor performing work on the project notify the County in writing prior to commencing work on such projects as to whether the contractor will comply with the terms of the Policy Statement as described in the resolution. Any such notice can be emailed to idlewells@ventura.org.
- **General Plan and Area Plan Consistency:** The oil and gas production facility must also be consistent with the Ventura County General Plan and any applicable Area Plans. Refer to the following Policies regarding the design of the proposed oil and gas facility, or with any proposed modifications to the facility.

Plan	Policies
Ventura County General Plan	COS-7.1 Minimum Site Area COS-7.2 Oil Well Distance Criteria COS-7.3 Compliance with Current Policies, Standards, and Conditions COS-7.4 Electrically-Powered Equipment for Oil and Gas Exploration and Production COS-7.5 Restoration and Revegetation of Sites Used for Oil and Gas Exploration, Extraction, and Production COS-7.6 Abandoned Oil and Gas Well Identification COS-7.7 Conveyance for Oil and Produced Water COS-7.8 Gas Collection, Use, and Disposal HAZ-4.2 Linear Project Intersection with Active Faults

	<p>HAZ-4.15 Subsidence Hazard - Extraction Wells HAZ-7.1 Oil Spill Prevention WR-4.7 Discretionary Development and Conditions of Approval - Oil, Gas, and Water Wells</p>
Coastal Area Plan & Local Coastal Plan	<p>§ 30232, 30253, 30001.2, 30260, 30232, 30262, 30265, 30265.5, 30261, and 30263 4.2.5 North Coast Energy and Industrial Facilities: Policies 1-20 4.3.6 Central Coast Energy and Industrial Facilities: Policies 1-21 4.4.6 South Coast Energy and Industrial Facilities: Policies 1-18</p>
El Rio/Del Norte Area Plan	<p>ED-36.2 Oil and Gas Exploration and Production Permits ED-36.3 Collection and Use of Gases Emitted from Oil Wells ED-36.4 Limit on New Refining Facilities ED-36.5 Retention Basins and Oil Separators Requirements</p>
North Ventura Avenue Area Plan	<p>NV-1.4 New or Expansion of Existing Industrial or Oilfield Industrial Development</p>
Ojai Valley Area Plan	<p>OV-37.1 Oil and Gas Exploration and Production Technology Requirement OV-37.2 Oil and Gas Production Site Landscape Requirement OV-37.3 Oil and Gas Drill Site Location Restriction OV-37.4 Refining Facilities Restriction OV-37.5 Landscaping - Oil and Gas Production OV-54.3 Muffler Requirement for Heavy Construction OV-62.1 Effects on Water from Oil and Gas Exploration and Production</p>
Piru Area Plan	<p>P-51.1 Zoning Ordinance Compliance P-51.2 Oil Truck Traffic Impacts P-51.3 Production Site Screening Requirement P-51.4 Oil Refining</p>



Oil and Gas Conditional Use Permit Application

County of Ventura • Resource Management Agency • Planning Division

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2488 • vcrma.org/divisions/planning

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Please turn on "Highlight Existing Fields" above to display form fields

OIL AND GAS EXPLORATION AND PRODUCTION CUP APPLICATION

The information provided in *Italics* throughout this CUP application packet is required to provide the County with sufficient information to evaluate the requested CUP application for an oil and gas facility. Please complete the following information in order to identify the applicant for this CUP application.

Operator:

Oil and Gas Operator or Applicant Name: _____

Oil and Gas Lease Name: _____

American Petroleum Institute (API) Well Identification Number(s) (if existing facility):

Location: _____

Assessor Parcel Number(s): _____

Submitted to:

County of Ventura
Resource Management Agency Planning Division
800 S. Victoria Ave. #1740
Ventura, CA 93009

Applicant:

Applicant Name: _____

Applicant Address: _____

Applicant Phone Number: _____

Applicant Email Address: _____

STAFF USE ONLY

CASE FILE NUMBER: _____

Land Use Designation(s): _____

Receipt Number: _____

Previous Permit Numbers: _____

Pre-Submittal Planner: _____

Pre-Submittal Letter Date: _____

Date Received: _____

Zoning Designation(s): _____

Deposit Fee Paid: _____

Violation Numbers: _____

Date of Application Submittal: _____

Legal Lot Reference: _____

1.0 BASIC INFORMATION

A. REQUESTED ENTITLEMENT AND CONTACT INFORMATION

Please check the appropriate entitlement to which you are requesting approval.

- New Conditional Use Permit
 Modified Conditional Use Permit No. _____
 Permit Adjustment / Site Plan Adjustment of _____

B. CONTACT INFORMATION

Provide the name, address, telephone number and email address of applicant representatives.

B.1. Primary Contact Information (e.g. Land Use Agent)

Please designate and provide the following information about the person who will serve as the primary point of contact on this project. All project-related correspondence will be directed to this person.

Name: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____ Fax Number: _____

B.2. Applicant, Mineral Rights Owner, and Consultant Information

Please provide the following information about the applicant, property owner, and all consultants (e.g., civil engineers, surveyors, and land use consultant) who prepared the application materials (e.g., plans, reports, and studies). For the person designated as the primary contact (Item B.1, above), please state: "Same as Primary Contact." If the item does not apply to your project, please state the "N/A" in the appropriate section and proceed to the following item.

i. Applicant

The applicant is: (Please circle the appropriate choice.)

Owner Leasee Has Power of Attorney Authorized by Mineral Rights Owner

If the applicant is not the owner of the mineral rights, **please submit a lease agreement, power of attorney document, or owner authorization document** with your application.

Name: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____ Fax Number: _____

I hereby submit an application for the land use entitlement(s) and/or zone change identified in this application questionnaire, and certify that the information and exhibits submitted herewith are true and correct to the best of my knowledge.

I declare under penalty of perjury that I am the applicant for the project at the address listed above, and I personally filled out the above information and certify its accuracy. Further, I agree that I and my agent will abide by all ordinances of the County of Ventura and that any approvals granted for this project will be carried out in accordance with the requirements of the County of Ventura.

I certify that I have read and understand all of the instructions and submittal requirements for my application package and have made a good faith effort to comply with these instructions and to provide all of the materials and information that are required for a complete application.

I hereby acknowledge that I have been informed of my right to make a written request to the County to receive notice of any proposal by the County to adopt or amend a general or specific plan, or a zoning ordinance or other ordinance affecting building or grading permits, prior to action on said item.

I certify that I am aware that the information provided in my application package may be subject to public inspection that occurs as a result of any request made in accordance with the requirements of the California Government Code [§6253(a) et seq].

* A notarized letter from the applicant may be submitted in lieu of a signature.

Applicant's Signature

Date

ii. Holder of Mineral Rights

Where the holder of the mineral rights is a separate entity from the owner of the surface rights, the party responsible for signing the application must be the holder (owner or lessee) of the subsurface mineral rights. Where the subsurface mineral rights holder is also the applicant for the proposed oil and gas development activity, that entity shall be responsible for compliance with the terms and conditions of the discretionary permit granted by the County.

Name: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____ Fax Number: _____

Mineral Rights Holder Signature

Date

iii. Civil Engineer (if applicable)

Name: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____ Fax Number: _____

iv. Licensed Land Surveyor (if applicable)

Name: _____ Phone Number: _____

Mailing Address: _____

Email Address: _____ Fax Number: _____

COUNTY OF VENTURA

AUTHORIZATION OF AGENT
TO ACT ON SURFACE PROPERTY OWNER'S OR INERAL RIGHTS OWNER'S
BEHALF

I hereby authorize the person identified below to act as my agent to apply for, sign, and file the documents necessary to obtain the permits required for my project (excluding the *Notice to Property Owner*, the execution of which I understand is my personal responsibility). My agent should receive copies of all notices and communications related to my project unless I have otherwise notified the County.

Project Description:

(Include Permit # if available)

Project Location:

(Address, APN and other property identification as needed)

Name of Authorized Agent:

(Please Print)

Address of Authorized Agent:

Phone Number of Authorized Agent:

E-Mail Address of Authorized Agent:

Name of Surface / Mineral Rights Owner

Signature of Surface / Mineral Rights Owner

COUNTY OF VENTURA

MINERAL RIGHTS OWNER ACKNOWLEDGEMENT

I declare under penalty of perjury that I am the mineral rights owner for the address (in lieu of an oil and gas mineral lease) listed above and I personally filled out the above information and certify its accuracy. Further, I agree that I and my agent will abide by all ordinances of the County of Ventura and that any approvals granted for this project will be carried out in accordance with the requirements of the County of Ventura.

Mineral Rights Owner's Name:

(Please Print)

Mineral Rights Owner's Signature: _____ Date: _____

Mineral Rights Owner's E-Mail Address:

Mineral Rights Owner's Phone Number:

Note: A copy of the mineral rights owner's driver's license, notarization, or other verification acceptable to the agency must be submitted with this form to verify property owner's signature. The owner must be as shown on the latest Assessor records.

Verification of Mineral Rights Owner Signature: Driver License Notarized Letter Other

Staff Signature

Date

LEVINE ACT CAMPAIGN CONTRIBUTION DISCLOSURE FORM

You must submit this completed Disclosure Form to the County of Ventura (County) if you or your company are seeking approval of a discretionary land use permit, subdivision map or approval, or other discretionary land use entitlement (collectively, Entitlement).

Land use-related Entitlement applications are potentially reviewed and decided by the Board of Supervisors, Planning Commission, and Cultural Heritage Board. In making the disclosures below, please see the following websites for a list of these current County officials:

- Board of Supervisors (<https://www.ventura.org/board-of-supervisors>)
- Planning Commission (<https://vcrma.org/divisions/planning/planning-commissioners>)
- Cultural Heritage Board (<https://vcrma.org/divisions/planning/cultural-heritage-board-members>)

Check this box if you previously completed this form and this is a supplemental disclosure.

Have you or your company, or an agent on behalf of you or your company, made campaign contributions totaling more than \$500 to a County official in the past 12 months?

YES **NO**

If **YES**, please provide the following information (*attach separate pages as needed*):

- Name of each official to whom a contribution was made: _____
- Name of contributor(s): _____
- Date(s) of contribution(s): _____
- Amount(s) of contribution(s): _____

If the applicant is a corporation, limited liability corporation, partnership, or other form of business entity, please identify any shareholder or owner that has more than a 50% ownership interest:

While your application is pending, you must submit a supplemental form for any new campaign contributions totaling more than \$500 that are made to a County official.

AUTHORIZED SIGNATURE

DATE

NAME



Certification Statement of Hazardous Waste or Substance Site

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PERMIT NO. _____

ASSESSOR PARCEL NO. _____

Pursuant to the requirements of § 63962.5 of the California Government Code, I certify that the project site for the above entitlement is not located on the State list of identified hazardous waste/or hazardous substance sites. I have reviewed the State Water Resources Control Board Geotracker website¹ and determined that the project site for the above entitlement is not located on the State list of identified hazardous waste or hazardous substance sites.

Applicant or Representative (Print)

Applicant or Representative (Sign)

Date

<http://geotracker.waterboards.ca.gov>



Reimbursement Agreement for Discretionary Oil and Gas Permits

County of Ventura • Resource Management Agency • Planning Division

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Check all that apply:

- New Conditional Use Permit
- Modification of Conditional Use Permit No. _____
- Site Plan Adjustment/Permit Adjustment of Conditional Use Permit No.: _____

PROJECT NO.: _____

I, _____, the undersigned, hereby authorize the County of Ventura to process the above referenced permit request in accordance with the Ventura County Ordinance Code. I am depositing \$ _____ to pay for County staff review, coordination and processing costs related to my permit request based on actual staff time expended. **In making this deposit, I acknowledge and understand that the deposit may only cover a portion of the total processing costs. Actual costs for staff time are based on hourly rates, which I understand are in the most current fee schedules of each county agency. I also understand that these costs apply even if the application is withdrawn or not approved.**

I understand and agree to the following terms and conditions of this Reimbursement Agreement:

1. Staff time from some County of Ventura departments and agencies spent processing my request will be billed against the available deposit. ***“Staff time” includes, but is not limited to, time spent reviewing application materials, site visits, responding by phone or correspondence to inquiries from the applicant, the applicant’s representatives, neighbors, interested parties, attendance and participation at meetings and public hearings, and preparation of staff reports and other correspondence.***
2. **If processing costs exceed the available deposit, I will receive periodic invoices payable upon receipt. Please initial to show you have read and understand condition 2.** _____
3. If the final cost is less than the available deposit fee, the unused portion of the available deposit, including retention, will be refunded to me.
4. If the final cost is more than the available deposit fee, **I agree to pay the difference according to the terms set by the County.**
5. If I fail to pay any invoices within 30 days of the billing, the County may either stop processing my permit application, or after conducting a hearing, deny my permit request altogether. If I fail to pay any invoices after my application is granted, I

understand that my permit is subject to revocation. Any work on any subsequent or concurrent permit applications will cease until all unpaid fees are paid in full.

6. Fees are due and payable within 30 days of billing. Invoices unpaid after thirty (30) days will incur a 2% late fee, compounded monthly.
7. If an Initial Study Biological Assessment (ISBA) report is submitted as part of my application, the County of Ventura may need to refer my ISBA report to a County-contracted biological consultant for review. Should this review occur, I will pay a separate fee for the cost of the consultant review. This fee may vary depending on the size of development footprint and the complexity of the biological resources on the property. Selection of the biological consultant for this work shall be at the sole discretion of the Planning Director. This fee is not related to the above deposit fee and shall be paid within 10 days of written notice that the County has been billed by the biological consultant.
8. The County of Ventura may refer my application to the South Central Coastal Information Center (SCIC), CSU Fullerton, to determine whether an Initial Study (Environmental Analysis) addressing cultural resources will need to be conducted by a cultural resources consultant. Should this referral occur, I will pay a separate flat fee at the currently established rate (not to exceed \$100.00). If further study by a cultural resources consultant is required, I will be responsible for any additional costs above the established fee, and I must select the consultant from among those approved by the County of Ventura. All fees shall be paid within 10 days of written notice that the County has been billed by the SCIC or by the cultural resources consultant.
9. I agree to pay the County of Ventura the cost of placing a legal advertisement (if one is required) in a newspaper of general circulation as required by state law and local ordinance.
10. Upon project approval, if any, I agree to pay the established County Clerk Recorder Environmental Document filing fees.
11. I may, in writing, request a further breakdown or itemization of invoices, but such a request is independent of the payment obligation and time frames.
12. I agree to pay all costs related to permit condition compliance as specified in any conditions of approval for my permit/entitlement.
13. FISH AND WILDLIFE REVIEW FEES for discretionary permits and legislative amendments: I further understand that the County, or the State Office of Planning and Research, may refer my application and/or any applicable environmental document for my project to the California Department of Fish and Wildlife for review and comment in accordance with the provisions of the California Environmental Quality Act. Should this referral occur, I understand that I must pay all fees as required by Section 711.4 of the Fish and Wildlife Code (\$2,216.25 for Negative Declarations/Mitigated Negative Declarations or \$3,078.25 for Environmental

Impact Reports, plus any County Clerk fees of \$50.00 as of January 1, 2017). Should these fees be required, I agree to remit a cashier's check or money order in the required amount, payable to the Ventura County Clerk, to the Planning Division prior to any legal notifications regarding public hearings before the decision-making body on my application.

Name of Mineral Rights Holder (please print)

Driver's License Number: _____ Phone Number: _____

Name of Company or Corporation* (if applicable): _____

Mailing Address of the Mineral Rights Holder or Corporation/Company:

** If a Corporation, please attach a list of the names and titles of Corporate officers authorized to act on behalf of the Corporation*

Signature:* _____ Date: _____

***ATTENTION — The Mineral Rights Holder (or Corporate principal) will be held responsible for all charges.**

1.2 OIL AND GAS EXPLORATION AND PRODUCTION FACILITY INFORMATION

Please complete the table that follows the Example Site Information table below. Refer to Example Site Information table for guidance with completion of the Site Information table on the next page. The information will assist County staff in the evaluation of potential impacts on County resources by providing general information about the proposed project.

Example Site Information	
General Plan Designation	<i>Example: Open space 160 acres minimum lot size (OS 160 ac)</i>
Area Plan Designation	<i>Example: Open Space</i> <i>If project site is not locate within an Area Plan, state "N/A"</i>
Zoning Designation	<i>Example: Open Space 160 acres minimum lot size (OS 160 ac)</i>
Oil and Gas Facility Size	<i>Example: 2 acres</i>
Parcel Size	<i>Example: 160 acres</i>
Current Use and development	<i>Example: The parcel is undeveloped.</i> <i>Example: The parcel contains agricultural uses (orchards) and a single family dwelling.</i>
Surrounding Land Use	<i>Example:</i> <i>North: Open Space</i> <i>South: Open Space</i> <i>West: Residential</i> <i>East: Agriculture</i>
Access	<i>Example: The oil and can facility would be /would continue to be accessed from a private road that connects to State Route 150</i>
Public Services/Utilities:	<i>Describe any utilities and water systems that would be utilized as part of the oil and gas facility.</i> <i>Example: Water would be provided by a water tank located adjacent to well no. 1. Existing / proposed electrical service would be utilized to operate the drilling rigs during the drilling phase of the proposed project.</i>

Site Information	
General Plan Designation	
Area Plan Designation	
Zoning Designation	
Oil and Gas Facility Size	
Parcel Size	
Current Use and development	
Surrounding Land Use	
Access	
Public Services/Utilities:	

1.3 SITE LOCATION AND ACCESS

[Example Language for Proposed Facility]:

*The proposed ABC oil and gas exploration and production facility and associated equipment area would be located on a portion of Assessor Parcel Number XXX-0-XXX-XXX. The facility would include X acres / square feet. The facility would be ___ miles / feet from State Route ___ **See Figure 1, Vicinity Map.***

*Access to the ABC oil and gas exploration and production facility would be provided by a gated access road off of State Route X near the X mile marker. The access road and gate are also used by members of the public who reside in the ___ community **See Figure 2, Location Map.***

[Example Language for Existing Facility]:

*The existing ABC oil and gas production facility and associated equipment area is located on a portion of Assessor Parcel Number XXX-0-XXX-XXX. The facility is ___ miles / feet from State Route ___ **See Figure 1, vicinity Map.***

*The area used for oil and gas activities encompasses XXX acres / square feet. Access to the ABC oil and gas production facility is provided by a gated access road off of State Route X near the X mile marker. The access road and gate are also used by members of the public who reside in the ___ subdivision. **See Figure 2, Location Map.***

1.4 BACKGROUND INFORMTION

For an existing oil and gas facility, discuss the history of any previous oil and gas production activities on the site. Also provide any other information pertinent to the review of the current application.

For a proposed oil and gas facility, skip to Section 1.5 below. Please include Figures 1 to 3 in this section.

Insert Figure 1: Vicinity Map (Location of existing oil and gas production facility and associated equipment area relative to major Highways and State Routes)

Insert Figure 2: Location Map (Location of existing oil and gas production facility and associated equipment area)

Insert Figure 3: Aerial photograph of site

1.5 EXISTING LAND USE

Describe the existing use of the parcel(s) involved with the proposed entitlement request.

1.6 OILFIELD INFORMATION

Provide the Lease name and American Petroleum Institute (API) well identification number for each existing well.

For proposed wells, include the GPS coordinates where each well is expected to be drilled.

1.7 OWNERSHIP DOCUMENTATION

For proposed and existing facilities, provide documentation that identifies the surface rights and mineral rights holder(s) of the subject property as an attachment to this application (i.e. Grant Deed or easement documentation). Include the Mineral Lease as an attachment to this application.

1.8 WELL INFORMATION

Provide information as to the type of well(s) proposed (i.e. production well, injection well, etc.).

1.9 FINANCIAL SECURITY INFORMATION

For an existing oil and gas facility, please provide a current copy of the financial security currently posted.

For a proposed facility, refer to Sections 4.5 and 7.5 of this application packet.

1.10 LIABILITY INSURANCE

For an existing oil and gas facility, provide current Proof of Liability Insurance as an attachment to this application.

For a proposed facility, refer to Sections 4.12 and 5.12 of this application packet.

1.11 SPILL PREVENTION CONTROL AND COUNTERMEASURE PLAN

For an existing oil and gas facility, provide a copy of the most recent Spill Prevention Control and Countermeasure Plan as an attachment to this application.

Note: Once the Spill Prevention Control and Countermeasure Plan has been reviewed and approved by CalGEM, a copy of the plan must be submitted to the Planning Division within 60 days of CalGEM Approval.

2.0 PROJECT DESCRIPTION

2.1 Project Description

The project description shall be used for both the initial study (if applicable), permit conditions of approval, the CUP application and the County decision-maker staff report.

A detailed description of the design and location of all proposed and existing wells, drilling pads, production equipment, pipelines, processing equipment, ancillary structures, tanks, loading facilities and work areas must be included.

[Example Language of a Project Description]:

The applicant requests that a modification of Conditional Use Permit (CUP) No. 1234 be granted to authorize the continued operation and maintenance of an existing oil and gas exploration and production operation (Name of oil and gas facility lease area) for an additional 30-year period. The operation would consist of a total of six oil and gas wells on an existing pad involving the continued operation of two existing wells, the re-drilling of a third existing well, and the drilling of three new wells.

The requested permit modification would authorize the following project changes:

- a. The drilling of three new wells on the existing lease well pad. One new well is proposed to be drilled within five years of the effective date of the requested CUP modification approval. The other two wells are proposed to be drilled within 10 years of the effective date of the requested CUP modification approval. Drilling operations for each well would occur on a 24-hour, 7-day per week basis for up to several weeks.*
- b. The re-drilling of one existing well located on the existing Agnew lease well pad. Drilling operations for this well would occur on a 24-hour, 7-day per week basis for up to several weeks.*

Production operations would include trucking of produced oil and wastewater (brine) from the site to offsite oil refining and wastewater disposal facilities. The current CUP authorizes up to 12 tanker truck loads (24 one-way trips) of produced fluid to be exported from the site per week. This number would be reduced to a maximum of 8 tanker truck loads (16 one-way trips) per week as part of this CUP application. All tanker truck operations would occur Monday through Saturday, between 7:30 am and 6:30 pm. During temporary drilling operations, it is anticipated that a few truck trips would occur per day to deliver drilling fluids (mainly water) to the site. A truck-mounted drilling rig would be moved onto the site and remain during the drilling of each new well (i.e. about 25 days).

Although the current CUP does not limit the number of vehicle trips associated with maintenance and operation of production facilities, 14 maintenance vehicle visits to the project site per week (i.e. 28 one-way trips) are anticipated. A standard pickup truck would be utilized to assist with the maintenance of the equipment associated with the oil and gas operation.

The proposed project does not include any removal of vegetation or substantial new grading. No new lighting is proposed. All proposed wells would be drilled on the existing Agnew lease pad.

The existing equipment on the project site includes the following:

- *Three wells;*
- *One, 16-foot tall water tank;*
- *Two, 7,000-gallon waste water tanks;*
- *Two, 13,000-gallon storage tanks (one waste tank & one oil tank);*
- *A flare to incinerate produced gas*

Hydraulic fracturing, acid well stimulation and other “well stimulation treatments,” as defined in Public Resources Code Section 3157, are not included in the proposed project.

2.2 CUP Expiration Date

For existing and proposed facilities, please provide the requested expiration date of the CUP (i.e., the termination of the proposed operations).

2.3 Exploration and Production Phases

For existing and proposed facilities, provide a schedule for all phases of the project. Include an estimate of how long the drilling rig will be located onsite (including assembly, disassembly and removal) and the duration of drilling activities. Describe any subsequent maintenance phases envisioned (e.g. reworking wells, acidizing wells, etc.)

2.4 Transport of Produced Fluid

a. Fluid Transport

For existing and proposed facilities, provide a description of the method of transport for produced fluids and gas (if applicable) extracted from the well(s), including mode and route of transportation. This includes the number of truckloads exported from the site per day or month. Include estimates for all phases of the project and maintenance trips.

b. Vehicle Type for Fluid Transport

For existing and proposed facilities, provide a description of the type of vehicle to be utilized for the transport of produced fluids and gas extracted from the well(s).

c. Proposed Transport Route

For existing and proposed facilities, provide a description of the anticipated route of fluid transport trucks.

A table that includes the fluid transport information in this section is also acceptable.

[Example Transport of Produced Fluid Table]:

Transport of Produced Fluid for Oil and Gas Facility ABC

Well Name	Produced Fluid or Maintenance	Trips	Method of Transport	Vehicle Type	Route	Hours of Produced Fluid Transport
Well No. 1	Produced fluid transport	24 one way trips per week	Truck	Tanker Truck	Koenigstein Road South to HWY 150	Monday through Saturday, between 7:30 am and 6:30 pm
Well No. 1	Facility maintenance	unlimited	truck	Ford F-150	Koenigstein Road South to HWY 150	N/A

Transport of Produced Fluid for Oil and Gas Facility ABC

Well Name	Produced Fluid or Maintenance	Trips	Method of Transport	Vehicle Type	Route	Hours of Produced Fluid Transport

2.5 Flaring of Gas

For existing and proposed facilities, provide a description of any proposed flaring, if applicable. Include the expected amount of gas usage (i.e. pounds per day of Nitrous Oxide emissions).

For all oil and gas exploration and production facilities that will utilize a flare (emergency and operational) to incinerate gas, please submit a Gas Disposal Analysis. The analysis shall include a discussion of gas disposal techniques for the oil and gas production facility.

2.6 Hydraulic Fracturing

For existing and proposed facilities, indicate whether there be any hydraulic fracturing techniques on any new or existing wells proposed as part of this project, pursuant to Public Resources Code Section 3203.

- Yes, hydraulic fracturing is proposed.*
- No, hydraulic fracturing is not proposed.*

2.7 Acid Well Stimulation

For existing and proposed facilities, indicate whether there be any acid well stimulation techniques on any new or existing wells proposed as part of this project, pursuant to Public Resources Code Section 3203.

- Yes, acid well stimulation is proposed.*
- No, acid well stimulation is not proposed.*

2.8 Access Easements

For existing and proposed facilities, indicate whether there any access easements that would be utilized as part of the oil and gas facility. Provide a copy of the easements.

- Yes, access easements would be utilized*
- No, access easements are not proposed*

2.9 Proposed Roads

Indicate whether new roads are proposed to be constructed as part of the proposed oil and gas facility. If so, a geotechnical report that evaluates the proposed grading is required.

- Yes**, new roads are proposed.
- No**, new roads are not proposed.

2.10 Air Quality

a. Permit to Operate

For an existing oil and gas facility, provide a copy of the most recent Ventura County Air Pollution Control District Permit to Operate as an attachment to this application.

b. Air Emissions

Please indicate if any equipment or devices associated with the project will generate air emissions and may require an Air Pollution Control District (“APCD”) Permit to Operate.

2.11 Hazardous Waste / Material Information

Hazardous Materials

For existing and proposed facilities, provide information as to the type of hazardous materials (i.e. motor oil, oil filters, paints, solvents, fertilizers, or chemicals) that will be stored, discharged, produced or used on the property temporarily or permanently. Describe the proposed method of storage and disposal. Provide a list of the quantities of these materials with the following information in the table below.

Hazardous Material for Oil and Gas Facility ABC

Hazardous Material or Waste	DOT Hazard Classification	IBC/IFC Hazard Class	Largest Container/ Tank (ft ³ , lbs., or gal.)	Total Amount (ft ³ , lbs., or gal.)

Note: A “Certification Statement of Hazardous Waste/Substance” must be submitted with the CUP application. Refer to certification form included in this CUP application.

2.12 Water Supply

a. Supply

For proposed and existing facilities,

- (1) identify the source of water to be used for the drilling of new wells,*
- (2) indicate the amount of water to be utilized during the installation and maintenance of each well and,*
- (3) the amount of water to be utilized for enhanced water recovery techniques.*

b. Fire Suppression

For existing and proposed facilities, provide a description of the proposed water source for fire suppression purposes during the operation of the facility.

Indicate the source of water for fire protection purposes.

- Private Well*
- Water Purveyor*

Water Purveyor Name: _____

Water Purveyor Address: _____

c. Water Wells

For existing and proposed facilities, list all known water wells on the project site.

2.13 Surface Water Quality and Drainage

The following questions will only determine if the proposed project is subject to Ventura Countywide NPDES Municipal Stormwater Permit Order No. R4-2010-0108, Part 4.E “Planning and Land Development Program” requirements to select, design, construct, and maintain Post-construction Stormwater (PCSW) controls. Additional evaluation of the proposed project is required to determine additional individual and cumulative impacts by the proposed project to surface water quality.

Impervious Surface Area Definition: A hard surface area which either prevents or retards the entry of water into the predevelopment soil mantle. Common impervious surfaces include, but are not limited to, roof tops, walkways, patios, driveways, parking lots or storage areas, impermeable concrete or asphalt paving, gravel roads, packed earthen materials, and oiled macadam or other surfaces which similarly impede the natural infiltration of stormwater. For complete

definition refer to the 2011 Ventura Countywide Technical Guidance Manual for Stormwater Quality Control Measures available at <http://www.vcstormwater.org/index.php/publications/manuals/tech-guide-manual>.

For more information refer to <http://vcrma.org/onestoppermitting> under Surface Water Quality Section or call the Water Quality Engineer at (805) 662-6737.

The copy of the Ventura Countywide Technical Guidance Manual (TGM) for Stormwater Quality Control Measures is available at <http://www.vcstormwater.org/index.php/publications/manuals/tech-guide-manual>.

Surface Water Quality Questions

- a. *Indicate whether the proposed facility involves construction of street(s), road(s), highway(s), or freeway adding or creating 10,000 square feet or more of impervious surface area (refer to the Definition above).*
- Yes**, this project shall incorporate USEPA Guidance “Managing Wet Weather with Green Infrastructure: Green Streets” to the maximum extent practicable. For additional information refer to <http://vcrma.org/onestoppermitting> under Surface Water Quality Section’s “Guidelines/Standards”.
- No**
- b. *Indicate whether the proposed project is located within the County Unincorporated Urban areas. Refer to Ventura County General Plan Goals, Policies and Programs Figure 3.5.*
- Yes**
- No**
- c. *Will this application for a proposed facility result in creation or addition of impervious surface area (refer to the Definition above)?*
- Yes**
- No**
- d. *Please check the appropriate box if the proposed facility involves any of the following activities:*

- Yes**, the proposed oil and gas facility is equal to 1 acre or greater of disturbed area and adding more than 10,000 square feet of impervious surface area (refer to the Definition above);
 - Yes**, a parking lot 5,000 square feet or more of impervious surface area (refer to the Definition above), or with 25 or more parking spaces;
 - Yes**, a project located in or directly adjacent to, or discharging directly to an Environmentally Sensitive Area⁵ (ESA), where the development will:
 - i. Discharge storm water runoff that is likely to impact a sensitive biological species or habitat; and
 - ii. Create 2,500 square feet or more of impervious surface area (refer to the Definition above).
 - No**, none of the above; this proposed oil and gas facility is not subject to PCSW Controls.
- e. Does the proposed oil and gas facility include a land-disturbing activity of an existing structure and accessory structures that will result in creation, addition, or replacement of 10,000 square feet of impervious surface area (refer to the Definition above)?
- Yes**, the PCSW controls are required
 - No**
- f. Does the proposed oil and gas facility include a land-disturbing activity (not maintenance) that will result in creation, addition, or replacement of 5,000 square feet of impervious surface area (refer to the Definition below) on already developed site⁶?
- Yes**, the PCSW controls are required
 - No**, this Redevelopment project is not subject to PCSW controls.

Note: If you answered “**YES**” to questions in items “d” through “f” above, the proposed project is subject to design, construction, and maintenance of the PCSW controls in accordance with the Ventura Countywide Technical Guidance Manual (TGM) for Stormwater Quality Control Measures (available

⁵ For complete ESA information, call the Water Quality Engineer at (805) 662-6737.

⁶ To determine if proposed project meets definition of Redevelopment project (see the above-noted definition of impervious area in the section of the CUP application), the already developed site shall meet at least one of the criteria listed in items 2.12.a or 2.12.e. For additional information, call the Water Quality Engineer at (805) 662-6737.

at <http://www.vcstormwater.org/index.php/publications/manuals/tech-guide-manual>). The following items shall be included in your application package:

- i. identify the proposed PCSW controls on the site/grading plan.
- ii. Provide the necessary analysis in the Drainage Study to demonstrate that the PCSW controls will function as proposed including any applicable stormwater quality design flow or volume calculations for proposed treatment device(s) using applicable “Design Procedure Form” (Appendix G of the Technical Guidance Manual).
- iii. Submit a Post-Construction Stormwater Management Plan (PCSWMP)⁷.

Drainage Questions

For a proposed oil and gas facility, indicate whether there would be a change in the amount of impervious area within the lease area; any change on local drainage patterns; and/or any additional storm water runoff onto adjacent property or public roads.

- Yes**, there would be a change in the amount of impervious area within the lease area.
- No**, there would not be a change.

If Yes, a drainage study is required. The drainage study must conform to the following requirements and must include (but is not limited to) the following information:

- (a) *The drainage study must be prepared, signed, and stamped by a California Registered Civil Engineer.*
- (b) *The drainage study must conform to the Ventura County Road Standards, as well as the Watershed Protection District’s standard, which is that there must not be an increase in peak runoff rate in any storm frequency.⁸*

⁷ County of Ventura PCSWMP form is available at <http://onestoppermit.ventura.org> under Surface Water Quality Section’s “Forms” tab. For additional information, call the Water Quality Engineer at (805) 662-6737.

⁸ For a checklist of the requirements for drainage studies, please see the Watershed Protection District’s “Requirements for CEQA Hydrology Submittals,” which is available at vcwatershed.org (select Resources/Hydrology Info), and the Ventura County Road Standards, which are available at the Transportation Department Public Counter.

(c) *The drainage study must:*

- i. Calculate and address the potential increase in the peak runoff rate that would be generated by the proposed project;*
- ii. Describe all proposed and existing drainage facilities;*
- iii. Identify if the project would generate additional storm water run-off onto adjacent private property or any public road right-of-way;*
- iv. Identify if the drainage from the project site would be directed or tie into the existing storm drain facilities/ditches;*
- v. Identify if the project would result in any change on local drainage patterns; and,*
- vi. Identify if the capacity of the existing local drainage facility is adequate to accept the peak runoff created by the project.*

(d) *The drainage study must include all hydrology and hydraulic calculations used in preparing the drainage plan. The hydrology and hydraulic calculations must be prepared according to the Ventura County Flood Control District Hydrology Manual and the Ventura County Public Works Agency, Transportation Department's, Road Standards.⁹*

2.14 Geology / Site Grading

For a proposed oil and gas facility, provide a description of site grading activities. Include the following information.

- (a) Area to be graded in square feet or acres*
- (b) Volume of cut and fill in cubic yards*
- (d) Please state whether or not the graded soil is proposed to be balanced on-site during construction.*
- (e) Height of highest finished slope (from top to bottom) in feet*

For proposed and existing facilities involving new construction or grading activities, please submit three copies of a soils report.

⁹ Please check the Transportation Department Requirements for drainage study submittals. A checklist of requirements may be obtained from the Public Counter.

For all projects involving new construction or grading and that are located within a Geologic Hazard Area, please submit three copies of a geology report.

2.15 Trip Generation

a. Tanker Truck Use

For proposed and existing oil and gas facilities, provide a description on the type, weight and capacity (i.e. 100 bbl, 150 bbl and 180 bbl) of the tanker truck(s) that would be utilized to transport produced fluid from the site. Include the number of truckloads of produced fluid that would be exported per day or per year. Each truckload represents 2 ADT.

b. Maintenance Trips

For proposed and existing oil and gas facilities, provide a description on the type of vehicle that would be required for maintenance of the facility. Include the number of trips (per day and per week) that the maintenance vehicle would take to and from the site.

Refer to the table in Section 2.4(c) of this CUP application regarding trip generation information. The information included in the table for Section 2.4(c) could be included in this section as well.

2.16 Noise

For an existing and proposed oil and gas facilities, describe the noise sensitive uses within 500 feet of the project site. Noise sensitive uses include dwellings, schools, hospitals, nursing homes, churches and libraries.

2.17 Agricultural Resources

For existing and proposed oil and gas facilities located on agriculturally designated land, please indicate the area (e.g. area or square feet) that would be utilized for oil and gas production activities.

a. Important Farmland Inventory

(1) Prime Farmland

(2) Statewide Importance Farmland

(3) Unique Farmland

(4) Local Importance Farmland

b. *Loss of Agricultural Soils*

For existing and proposed oil and gas facilities, please describe how the project's design will minimize the loss of agricultural soils.

c. *Land Conservation Act (LCA) Contract*

Is the project subject to an LCA Contract? If yes, provide the contract number.

2.18 Cultural Resources

For a proposed oil and gas facility, provide information as to whether the project site has been subject to any archeological, historical, or paleontological resource surveys. If so,

provide a copy of the report, or any documentation regarding a survey as part of the CUP application.

Note:

- If it is found that the project site is located on, or within the vicinity of, known archaeological, historical, and/or paleontological resources, or has not been previously surveyed for the presence of these resources, an analysis of potential impacts to the resources might be required as part of the environmental review of your project;
- Typically all project sites that are Designated Cultural Heritage Sites will require an analysis of potential impacts to the cultural resources as part of the environmental review of your project; and,
- Buildings or structures that are at least 50 years old might qualify as historical resources, the impacts to which are required to be analyzed as part of the environmental review of the project.

2.19 Biological Resources

For existing or proposed oil and gas facilities, an Initial Study Biological Assessment (ISBA) must be provided with the CUP application for any impact on sensitive biological resources.

- Yes**, an ISBA has been prepared and is included in the CUP application
- No**, there will be no impact on sensitive biological resources as a result of the project.

2.20 Protected Trees

Will any trees be removed as a result of the project (as defined in Section 8107-25 of the NCZO)?

- Yes**, protected trees will be removed

Note: An Arborist Report, prepared by a licensed Arborist in compliance with the Content Requirements for Arborists Reports, must be submitted with the CUP application if there would be any disturbance to a protected tree.

- No, protected trees will not be removed.**

2.21 Pipeline Feasibility Analysis

(§ 8107-5.5.5 of the NCZO and § 8175-5.7.7(f) of the CZO)

For existing and proposed oil and gas facilities, submit a Pipeline Feasibility Analysis as an attachment to this application. The analysis shall include a discussion of the capability of the oil and gas production facility to connect to and utilize a pipeline to transport produced fluid and gas from the oil and gas production facility.

3.0 ENVIRONMENTAL SETTING

The information in this section is required to determine the existing physical environment for the proposed project. Staff will evaluate the change in the physical environment that would result from implementation of the proposed project.

3.1 Distance from an identified body of water

For existing and proposed oil and gas facilities, provide the distance in feet from an identified body of water. This includes rivers and wetlands.

3.2 Distance from nearest residence

For existing and proposed oil and gas facilities, provide the distance, in feet, of the oil and gas facility from the nearest residence. This includes onsite and offsite residences.

3.3 Distance from Water Well

For existing and proposed oil and gas facilities, provide the distance, in feet, of the oil and gas facility from the nearest water well. This includes onsite and offsite wells.

3.4 Distance from Agriculture

For existing and proposed oil and gas facilities, provide the distance, in feet, from new structures, as well as outdoor uses, to the lot lines adjacent to neighboring farmland.

3.5 Physical Features

a. Existing Features

For existing and proposed oil and gas facilities, describe the physical features of the project site. Physical features that should be described include, but are not limited to:

- *Creeks, streams, drainage facilities, drainage patterns, and all other types of wetlands.*
- *Distinctive topographical and/or scenic features, such as, mountain ranges, hillsides, and Geologic Hazards Areas.¹⁰*
- *Wildlife habitat (e.g., woodlands or chaparral habitat).*

¹⁰ To determine if the project site is located within a Geologic Hazards Area, please see the Ventura County General Plan Hazards Appendix (Last Amended on November 15, 2005, Chapters 2.2 through 2.5), which is available on-line at: <http://www.vcrma.org/planning/plans/general-plan/index.html>

b. Agricultural Features

For existing and proposed oil and gas facilities, that are located within rural, agricultural, or open space-designated areas, please describe the agricultural activities that exist on the subject parcel and in the vicinity (e.g., types of crops that are cultivated and/or animal keeping or husbandry activities that occur).

c. Surrounding Physical Features and Development

Please describe the physical features surrounding the project site. Please include the following physical features and indicate where they are located in relation to the project site e.g., direction (north, south, east, or west) in relation to, and distance from, the project site:

- *Creeks, streams, drainage facilities, drainage patterns, and all other types of wetlands.*
- *Distinctive topographical and/or scenic features, such as the Pacific Ocean, mountain ranges, and hillsides.*
- *Wildlife habitat (e.g., woodlands or chaparral habitat).*
- *Local access to the project site including (but not limited to) County and city roadways, as well as private roadways or driveways.*
- *Regional access to the project site, which typically consists of State and Federal freeways and highways.*

- *If agricultural activities occur on properties that are located adjacent to the project site, please describe the types of crops that are cultivated.*
- *Please describe the types of uses (e.g., agriculture, residential, recreation, open space/vacant, retail sales, wholesale, multi-tenant office space, or manufacturing and assembly plant), buildings, and structures on properties that are adjacent to, or across a roadway from, the subject property.*

A table that includes a description of the surrounding uses is also acceptable.

Surrounding Uses

Direction	Building, Structure, or Outdoor Use	Use(s)	Approximate Height or Number of Stories	Proximity to Project Site
North				
South				
East				
West				

4.0 VENTURA COUNTY NON-COASTAL OIL AND GAS GUIDELINES

Section 8107-5.5 establishes the minimum guidelines to be followed in oil and gas exploration and production operations. Describe how the design and anticipated use of the oil and gas facility operation would (for proposed facilities) or will continue (for existing

facilities) ensure minimal negative impacts on the environment pursuant to the guidelines of the NCZO set forth below. The guidelines shall be applied whenever physically and economically feasible and practicable, unless the strict application of a particular guideline(s) would otherwise defeat the intent of other guidelines.

A table that includes an analysis of how the oil and gas facility is in compliance with the NCZO Oil and Gas Guidelines is also acceptable.

NCZO Guidelines

NCZO §	Guidelines	In Compliance?
§ 8107-5.5.1	Permit areas and drill sites should generally coincide and should only be as large as necessary to accommodate typical drilling and production equipment.	
§ 8107-5.5.2	The number of drill sites in an area should be minimized by using centralized drill sites, directional drilling and other techniques.	
§ 8107-5.5.3	Drill sites and production facilities should be located so that they are not readily Seen.	
§ 8107-5.5.4	Permittees and operators should share facilities such as, but not limited to, permit areas, drill sites, access roads, storage, production and processing facilities and pipelines.	
§ 8107-5.5.5	<p>The following guidelines shall apply to the installation and use of oil and gas pipelines:</p> <ul style="list-style-type: none"> a. Pipelines should be used to transport petroleum products off-site to promote traffic safety and air quality. b. The use of a pipeline for transporting crude oil may be a condition of approval for expansion of existing processing facilities or construction of new processing facilities. c. New pipeline corridors should be consolidated with existing pipeline or electrical transmission corridors where 	

	<p>feasible, unless there are overriding technical constraints or significant social, aesthetic, environmental or economic reasons not to do so.</p> <p>d. When feasible, pipelines shall be routed to avoid important resource areas, such as recreation, sensitive habitat, geological hazard and archaeological areas. Unavoidable routing through such areas shall be done in a manner that minimizes the impacts of potential spills by considering spill volumes, durations, and projected paths. New pipeline segments shall be equipped with automatic shutoff valves, or suitable alternatives approved by the Planning Director, so that each segment will be isolated in the event of a break.</p> <p>e. Upon completion of pipeline construction, the site shall be restored to the approximate previous grade and condition. All sites previously covered with native vegetation shall be reseeded with the same or recovered with the previously removed vegetative materials, and shall include other measures as deemed necessary to prevent erosion until the vegetation can become established, and to promote visual and environmental quality.</p>	
<p>§ 8107-5.5.6</p>	<p>Cuts or fills associated with access roads and drill sites should be kept to a minimum to avoid erosion and visual impacts. They should be located in inconspicuous areas, and generally not exceed ten vertical feet. Cuts or fills should be restored to their original grade once the use has been discontinued.</p>	
<p>§ 8107-5.5.7</p>	<p>Gas from wells should be piped to centralized collection and processing facilities, rather than being flared, to preserve energy resources and air quality, and to reduce fire hazards and light</p>	

	sources. Oil should also be piped to centralized collection and processing facilities, in order to minimize land use conflicts and environmental degradation, and to promote visual quality.	
§ 8107-5.5.8	Wells should be located a minimum of 800 feet from occupied sensitive uses. Private access roads to drill sites should be located a minimum of 300 feet from occupied sensitive uses, unless this requirement is waived by the occupant.	
§ 8107-5.5.9	Oversized vehicles should be preceded by lead vehicles, where necessary for traffic safety.	
§ 8107-5.5.10	Lighting should be kept to a minimum to approximate normal nighttime light levels.	
§ 8107-5.5.11	In the design of new or modified oil and gas production facilities, best accepted practices in drilling and production methods should be utilized, if capable of reducing factors of nuisance and annoyance.	

5.0 CONSISTENCY WITH VENTURA COUNTY NON-COASTAL ZONING ORDINANCE

Section 8107-5.6 of the NCZO establishes the minimum standards to be followed in oil and gas exploration and production operations. Describe how the oil and gas facility operation would (for proposed facilities) or will continue (for existing facilities) to conform to the minimum standards to be followed in oil and gas exploration and production operations pursuant to the requirements of the NCZO set forth below. Include responses to this section as an attachment to this application.

If the existing or proposed oil and gas facility is located in the Coastal Zone, skip this section and refer to Sections 6.0 and 7.0.

5.1 Setbacks

Refer to Section 8107-5.6.1 of the NCZO.

5.2 Obstruction of Drainage

Refer to Section 8107-5.6.2 of the NCZO.

5.3 Removal of Equipment

Refer to Section 8107-5.6.3 of the NCZO.

5.4 Waste Handling and Containment of Contaminants

Refer to Section 8107-5.6.4 of the NCZO.

5.5 Securities

Refer to Section 8107-5.6.5 of the NCZO.

5.6 Dust Prevention and Road Maintenance

Refer to Section 8107-5.6.6 of the NCZO.

5.7 Light Emanation

Refer to Section 8107-5.6.7 of the NCZO.

5.8 Reporting of Accidents

Refer to Section 8107-5.6.8 of the NCZO.

5.9 Painting

Refer to Section 8107-5.6.9 of the NCZO.

5.10 Site Maintenance

Refer to Section 8107-5.6.10 of the NCZO.

5.11 Sight Restoration

Refer to Section 8107-5.6.11 of the NCZO.

5.12 Insurance

Refer to Section 8107-5.6.12 of the NCZO.

5.13 Noise Standard

Refer to Section 8107-5.6.13 of the NCZO.

5.14 Exceptions to Noise Standard

Refer to Section 8107-5.6.14 of the NCZO.

5.15 Compliance With Noise Standard

Refer to Section 8107-5.6.15 of the NCZO.

5.16 Preventative Noise Insulation

Refer to Section 8107-5.6.16 of the NCZO.

5.17 Waiver of Preventative noise Insulation

Refer to Section 8107-5.6.17 of the NCZO.

5.18 Soundproofing Material

Refer to Section 8107-5.6.18 of the NCZO.

5.19 Hours of Well Maintenance

Refer to Section 8107-5.6.19 of the NCZO.

5.20 Limited Drilling Hours

Refer to Section 8107-5.6.20 of the NCZO.

5.21 Signs

Refer to Section 8107-5.6.21 of the NCZO.

5.22 Fencing

Refer to Section 8107-5.6.22 of the NCZO.

5.23 General Standards

Refer to Section 8107-5.6.23 of the NCZO.

5.24 Screening and Landscaping

Refer to Section 8107-5.6.24 of the NCZO.

5.25 Waivers

Refer to Section 8107-5.6.25 of the NCZO.

5.26 Application of Sensitive Uses

Refer to Section 8107-5.6.26 of the NCZO.

5.27 Inspection, Enforcement and Compatibility Review

Refer to Section 8107-5.6.27 of the NCZO.

6.0 VENTURA COUNTY COASTAL OIL AND GAS STANDARDS

Section 8175-5.7.7 establishes the minimum standards to be followed in oil and gas exploration and production operations. Describe how the design and anticipated use of the oil and gas facility operation would (for proposed facilities) or will continue (for existing facilities) ensure minimal negative impacts on the environment pursuant to the standards of the CZO set forth below. The standards shall be applied whenever physically and economically feasible and practicable, unless the strict application of a particular standard(s) would otherwise defeat the intent of other guidelines.

A table that includes an analysis of how the oil and gas facility is in compliance with the CZO Oil and Gas Standards is also acceptable.

CZO Standards		
CZO §	Guidelines	In Compliance?
§ 8175-5.7.7(a)	Permit areas and drill sites shall generally coincide and shall be only as large as necessary to accommodate typical drilling and production equipment.	
§ 8175-5.7.7(b)	The number of drill sites in an area shall be minimized by using centralized drill sites, directional drilling, and other techniques.	
§ 8175-5.7.7(c)	Drill sites and production facilities shall be located so that they are not readily seen. All permanent facilities, structures, and aboveground pipelines on the site shall be colored so as to mask the facilities from the surrounding environment and uses in the area. Said colors shall also take into account such additional factors as heat buildup and designation of danger areas. Said colors shall be approved by the Planning Director prior to the painting of facilities.	
§ 8175-5.7.7(d)	Permittees and operators shall share facilities such as, but not limited to, permit areas, drill sites, access roads, storage, production and processing facilities and pipelines.	
§ 8175-5.7.7(e)	<p>The following standards apply to the installation and use of oil and gas pipelines:</p> <p>1. Pipelines shall be used to transport petroleum products offsite to promote traffic safety and air quality. Transshipment of crude oil through an onshore pipeline for refining shall be a condition of approval for expansion of existing processing facilities or construction of new facilities.</p> <p>(a) Where pipeline connections are not available or feasible, oil products may be removed by truck. All tanker trucking shall</p>	

	<p>be limited to Monday through Saturday, between the hours of 7:30 a.m. and 6:30 p.m. of the same day. Except under emergency circumstances, as determined by the Planning Director, no more than two (2) equivalent round-trip tanker truck trips per day shall be permitted to haul oil and waste products generated from an area under an oil permit through residential streets unless the Planning Director authorizes additional trips.</p> <p>2. New pipeline corridors shall be consolidated with existing pipeline or electrical transmission corridors where feasible, unless there are overriding technical constraints or significant social, aesthetic, environmental, or economic reasons not to do so. Installation of pipelines and utility lines (as applicable) shall be within the road prism of project access roads, to the extent practicable, to prevent additional loss of habitat.</p> <p>3. When feasible, pipelines shall be routed to avoid important coastal resource areas, such as recreation, sensitive habitats and archaeological areas, as well as geological hazard areas. Unavoidable routing through recreation, habitat, or archaeological areas, or other areas of a significant coastal resource value, shall be done in a manner that minimizes the impacts of potential spills by considering spill volumes, duration, and projected paths. New pipeline segments shall be equipped with automatic shutoff valves, or suitable alternatives approved by the Planning Director, so that each segment will be isolated in the event of a break.</p> <p>4. Upon completion of pipeline construction, the site shall be restored to the approximate previous grade and condition. All sites previously covered with</p>	
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	<p>native vegetation shall be re-seeded with the same, or recovered with the previously removed vegetative materials, and shall include other measures as deemed necessary to prevent erosion until the vegetation can become established, and to promote visual and environmental quality.</p> <p>5. All offshore to onshore pipelines shall, where feasible, be located at existing pipeline landfall sites, and shall be buried from a point where wave action first causes significant bottom disturbance. In addition, landfall sites are prohibited from areas designated as "Residential" or shown as "environmentally sensitive habitat area."</p> <p>6. Except for pipelines exempted from permit requirements under Section 30610 of the Coastal Act as defined by the State Coastal Commission's Interpretive guidelines, a survey by a qualified expert in biological resources shall be conducted along the route of any pipeline in the coastal zone to determine what, if any, coastal resources may be impacted by construction and operation of a pipeline and to recommend any feasible mitigation measures. The costs of this survey shall be borne by the applicant, and may be conducted as part of environmental review if an EIR or Mitigated Negative Declaration is required for a particular project; or otherwise conducted prior to the issuance of any permit pursuant to this Chapter. The recommended mitigation measures shall be incorporated as part of the permit.</p> <p>7. Prior to issuance of any permit pursuant to this Chapter, a geologic investigation shall be performed by a qualified geologist or engineering geologist where a proposed petroleum pipeline route crosses potential faulting zones, seismically active areas, or</p>	
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	<p>moderately high to high risk landslide areas. This report shall investigate the potential risk and recommend such mitigation measures as pipeline route changes and/or engineering measures to help assure the integrity of the pipeline and minimize erosion, geologic instability, and substantial alterations of the natural topography. The recommended measures shall be incorporated as conditions of the permit.</p>	
§ 8175-5.7.7(f)	<p>Cuts or fills associated with access roads and drill sites shall be kept to a minimum to avoid erosion and visual impacts. They shall be located in inconspicuous areas, and generally not exceed 10 vertical feet. Cuts and fills shall be restored to their original grade once the use has been discontinued.</p>	
§ 8175-5.7.7(g)	<p>Gas from wells shall be piped to centralized collection and processing facilities, rather than being flared, to preserve energy resources and air quality, and to reduce fire hazards and light sources. Oil shall also be piped to centralized collection and processing facilities, in order to minimize land use conflicts and environmental degradation, and to promote visual quality.</p>	
§ 8175-5.7.7(h)	<p>Wells shall be located a minimum of 800 feet from occupied sensitive uses. Private access roads to drill sites shall be located a minimum of 300 feet from occupied sensitive uses, unless this requirement is waived by the occupant.</p>	
§ 8175-5.7.7(i)	<p>Oversized vehicles shall be preceded by lead vehicles, where necessary for traffic safety.</p>	
§ 8175-5.7.7(j)	<p>In the design and operation of new or modified oil and gas production facilities, best accepted practices in drilling and production methods shall be utilized, to eliminate or minimize to the maximum</p>	

	extent feasible any adverse impact on the physical and social environment. To this end, dust, noise, vibration, noxious odors, intrusive light, aesthetic impacts and other factors of nuisance and annoyance shall be reduced to a minimum or eliminated through the best accepted practices incidental to the exploration and production of oil and gas.	
§ 8175-5.7.7(k)	Any production shipping tanks(s) installed on the subject permit site shall have a collective rated capacity only as large as necessary to service any particular drill pad(s).	
§ 8175-5.7.7(l)	All proposed energy and industrial facilities shall be so sited and designed in compliance with CEQA requirements to eliminate or reduce, to the maximum extent feasible, impacts to biological, geological, archaeological, paleontological, agricultural, visual, recreational; air and water quality resources, and any other resources that may be identified.	
§ 8175-5.7.7(m)	In sensitive resource areas, the extent of construction and ground surface disturbance shall be reduced to a minimum by restricting construction activities and equipment within narrow, limited, and staked work corridors and storage areas.	

7.0 CONSISTENCY WITH VENTURA COUNTY COASTAL ZONING ORDINANCE

Section 8175-5.7.8 of the CZO establishes the minimum design standards to be followed in oil and gas exploration and production operations. Describe how the oil and gas facility operation would (for proposed facilities) or will continue (for existing facilities) to conform to the minimum design standards to be followed in oil and gas exploration and production operations pursuant to the requirements of the CZO set forth below. Include responses to this section as an attachment to this application.

7.1 Setbacks

Refer to Section 8175-5.7.8(a) of the CZO.

7.2 Obstruction of Drainage

Refer to Section 8175-5.7.8(b) of the CZO.

7.3 Removal of Equipment

Refer to Section 8175-5.7.8(c) of the CZO.

7.4 Waste Handling and Containment of Contaminants

Refer to Section 8175-5.7.8(d) of the CZO.

7.5 Securities

Refer to Section 8175-5.7.8(e) of the CZO.

7.6 Dust Prevention and Road Maintenance

Refer to Section 8175-5.7.8(f) of the CZO.

5.7 Light Emanation

Refer to Section 8175-5.7.8(g) of the CZO.

7.8 Reporting of Accidents

Refer to Section 8175-5.7.8(h) of the CZO.

7.9 Painting

Refer to Section 8175-5.7.8(i) of the CZO.

7.10 Site Maintenance

Refer to Section 8175-5.7.8(j) of the CZO.

7.11 Sight Restoration

Refer to Section 8175-5.7.8(k) of the CZO.

7.12 Insurance

Refer to Section 8175-5.7.8(l) of the CZO.

7.13 Noise Standard

Refer to Section 8175-5.7.8(m) of the CZO.

7.14 Exceptions to Noise Standard

Refer to Section 8175-5.7.8(n) of the CZO.

7.15 Compliance With Noise Standard

Refer to Section 8175-5.7.8(o) of the CZO.

7.16 Preventative Noise Insulation

Refer to Section 8175-5.7.8(p) of the CZO.

7.17 Waiver of Preventative noise Insulation

Refer to Section 8175-5.7.8(q) of the CZO.

7.18 Soundproofing Material

Refer to Section 8175-5.7.8(r) of the CZO.

7.19 Hours of Well Maintenance

Refer to Section 8175-5.7.8(s) of the CZO.

7.20 Limited Drilling Hours

Refer to Section 8175-5.7.8(t) of the CZO.

5.21 Signs

Refer to Section 8175-5.7.8(u) of the CZO.

7.22 Fencing

Refer to Section 8175-5.7.8(v) of the CZO.

7.23 Screening and Landscaping

Refer to Section 8175-5.7.8(w) of the CZO.

7.24 Waivers

Refer to Section 8175-5.7.8(x) of the CZO.

7.25 Application of Sensitive Uses

Refer to Section 8175-5.7.8(y) of the CZO.

7.26 Inspection, Enforcement and Compatibility Review

Refer to Section 8175-5.7.8(z) of the CZO.

8.0 SITE PLAN REQUIREMENTS

8.1 SITE / PRELIMINARY GRADING PLAN REQUIREMENTS

The following checklist outlines the submittal requirements for site/preliminary grading plans for all Oil and Gas Discretionary CUP applications.

Site/preliminary grading plans must comply with the following requirements:

Site/Preliminary Grading Plan Requirement and/or Informational Item	Required
Submittal Requirements	
1. <i>Submit 20 hardcopies of the site/preliminary grading plan, folded to no larger than 8.5 x 14 inches.</i>	<input checked="" type="checkbox"/>
2. <i>Submit a digital copy of the site/preliminary grading plans on a CD.</i> GIS or CAD files of the plans should be provided unless the plans were not prepared using AutoCAD, in which case a PDF or the hard copy of the plans will suffice. The accepted format of the plans is as follows (in order of preferred format): (1) GIS files; (2) CAD files; (3) Digital files (PDF, JPG, TIF); and, (4) Hard copy, at least 24 x 36 inches in size. If you submit GIS or CAD files, provide the files in the following format: <ul style="list-style-type: none"> • CAD files in DWG format; • CAD or GIS files in the Ventura County standard projection: NAD 1927 State Plane CA Zone V (feet); and, • CAD or GIS files with only grading limit lines (daylight lines) and proposed structures. 	<input checked="" type="checkbox"/>
Dimension/Orientation Requirements	
3. <i>Site plans must comply with the following dimensional and orientation requirements:</i>	
a. Site Plans must be a minimum of 24 x 36 inches in size.	<input checked="" type="checkbox"/>
(1) For projects that are proposed on large lots (i.e., 20 acres or larger in size), include an enlargement/detailed drawing of the areas of proposed development.	
b. Site plans must be oriented such that the northerly side of the project site is at the top of the site plan.	<input checked="" type="checkbox"/>
c. Site plans must be drawn such that they are legible, and must be drawn using an engineer's scale within the range of 1 inch = 10 feet to 1 inch = 200 feet.	<input checked="" type="checkbox"/>
Title Block Requirements	
4. <i>Site plans must include a title block that complies with, or includes, the following:</i>	
a. Title blocks should be located in the lower right-hand corner of the site plan, unless an alternative location exists that would make the title block more legible (e.g., the right-hand side of the site plan).	<input checked="" type="checkbox"/>
b. For plans that are submitted in digital format, all text within the title block must be large enough to be legible (e.g., 12 point font).	<input checked="" type="checkbox"/>
c. Name and mailing address of the:	
(1) Property owner (Surface Rights)	<input checked="" type="checkbox"/>
(2) Oil and Gas Mineral Rights Owner	
(3) Oil and Gas Lessee	
(4) Other consultants or representatives (e.g., land use consultant).	
d. Identify which individual listed in Items 2.c(1) through 2.c(4) (above) will serve as the contact person for the project.	<input checked="" type="checkbox"/>
e. Assessor's Parcel Numbers of all Tax Assessor Parcels on which the project site is located.	<input checked="" type="checkbox"/>
f. American Petroleum Institute Numbers of existing oil wells on the lease. For proposed oil and gas wells, include the coordinates of the proposed well locations.	
g. Project site address (if any).	

Site/Preliminary Grading Plan Requirement and/or Informational Item	Required
h. Date that the site plan was prepared. ¹¹	☒
Vicinity Map Requirements	
5. <i>Site plans must include a legible vicinity map that identifies the location of the subject property within the community. The map shall include the following:</i>	
a. North arrow and a graphic and numeric scale.	☒
b. Existing street pattern with names (from the property to the first public road) and the nearest cross-street. If the property is 0.5 mile or more from the nearest public road, an approximate distance must be shown.	☒
c. The project site identified by cross-hatching.	☒
Project Information List¹²	
6. <i>Site plans must include a list of the following project-related information:</i>	
a. General Plan, Area Plan, and zoning designations of the project site and adjacent properties. ¹³	☒
b. Gross and net lot area. ¹⁴	☒
(1) If the project site constitutes only a portion of the lot on which it is located, provide the size of the project site. ¹⁵	
c. Area that encompasses the oil and gas facility lease	
d. List or table of all buildings and structures associated with the oil and gas facility. Include the following information about each building or structure:	
(1) Identify whether or not the building or structure is existing or proposed.	
(2) The existing or proposed use of each building or structure, as follows:	
(3) The gross floor area of each building or structure.	
(4) The building coverage size in square feet.	
(5) For existing buildings or structures, indicate the approximate age of the building or structure. ¹⁶	
e. The total gross floor area for all buildings and structures.	
f. Statistics on the amount of impervious and pervious surfaces, including:	

¹¹ Any future revisions made to the plans must include a revision schedule that lists the revisions that were made and the date of each revision.

¹² All recyclable debris generated during construction projects must be recycled or reused per County Ordinance No. 4357, which may be viewed at www.wasteless.org. Select "Landfills, Disposal Facilities, Refuse Collection"/Ordinances.

¹³ The land use and zoning designations may be obtained from the Planning Division Public Information Counter. Alternatively, zoning designation information is available on-line at: <http://maps.countyofventura.org/website/zoninglookup.htm>. Land use designation information is available in the *Ventura County General Plan* Goals, Policies and Programs (2008, Figures 3.1a and 3.1b), which is available on-line at: <http://www.vcrma.org/planning/plans/general-plan/index.html>

¹⁴ For the definition of "gross lot area," see the *Ventura County Non-Coastal Zoning Ordinance* (2008, 8102-0). For the definition of "net lot area", see the: *Ventura County Non-Coastal Zoning Ordinance* (2008, §8102-0) for projects located outside of the Coastal Zone; and, *Ventura County Coastal Zoning Ordinance* (2003, §8172-1) for projects located within the Coastal Zone.

¹⁵ If the project site would occur on a leased portion of the subject property, **submit a copy of the lease**.

¹⁶ See Section 2.19 of this CUP application. Buildings or structures that are at least 50 years old might qualify as historical resources, the impacts to which are required to be analyzed as part of the environmental review of the project.

Site/Preliminary Grading Plan Requirement and/or Informational Item	Required
(1) Paved surfaces (e.g., driveways, walkways, parking areas, and loading areas).	
(2) Pervious surfaces and structures (e.g., landscaped areas, grasscrete, or bioswales).	
g. Grading statistics (in cubic yards), including:	
(1) Cut.	
(2) Fill.	
(3) Import.	
(4) Export.	
h. Type and amount (i.e., total surface area in square feet and/or acres) of vegetation removal including (but not limited to) what is required for fire clearance zones. ¹⁷	
Graphic Illustration Requirements	
7. <i>The following must be graphically illustrated on the site plan and drawn to scale:</i>	
a. North arrow.	<input checked="" type="checkbox"/>
b. The scale used in drawing the site plan.	<input checked="" type="checkbox"/>
c. All lot lines with dimensions in feet.	<input checked="" type="checkbox"/>
d. Both on-site and off-site water wells, including municipal, industrial, or agricultural supply wells that supply water for the project, as well as abandoned wells.	
e. Underground hazardous materials storage tanks.	
(1) Cisterns.	
(2) Underground water storage.	
h. Setback dimensions (from property lines to structures) and distances between buildings and structures measured in feet.	
i. Delineation and label of the permit area.	<input checked="" type="checkbox"/>
j. Delineation of mineral lease area	
l. Delineation and label of construction equipment maintenance and staging areas.	
l. Areas that will be subject to the use, storage, and/or handling of hazardous materials.	
m. The location of all sumps and pits (existing and proposed) on the oil and gas facility lease.	
n. The location of any new pipelines that are part of the proposed oil and gas facility.	
o. Approximate delineation of native vegetation on site.	
p. Location of significant biological resources on site, as identified by an Initial Study Biological Assessment (e.g., special status plants, sensitive plant communities, animal dens or nests, or wetland habitat).	
q. Delineation of 100-foot setbacks from wetland habitats and/or other recommended setbacks identified in the Initial Study Biological Assessment. ¹⁸	

¹⁷ Projects that are located within areas of intact native vegetation and, consequently, have the potential to adversely impact endangered, threatened, or rare plant species, plant species that are included on the Ventura County List of Locally Important Species, or California Native Plant Society listed species, will require the preparation of a sensitive plant survey by a qualified biologist. The sensitive plant survey must be conducted during the flowering period(s)—typically springtime—of the species that are likely to occur within the project site. The sensitive plant survey must be conducted prior to completion of an Initial Study for the project; therefore, unless a sensitive plant survey has recently been conducted on the project site, the preparation of a sensitive plant survey could delay the processing of your application. For more information on the regulations and procedures for analyzing potential impacts to biological resources, see: <http://www.vcrma.org/planning/conservation/bio-resource-review.html>.

¹⁸ *Ventura County General Plan*, Policy 1.5.2, #4 requires that discretionary development be sited a minimum of 100 feet from significant wetland habitats.

Site/Preliminary Grading Plan Requirement and/or Informational Item	Required
r. Existing and proposed utilities (e.g., electrical and water), including the Point of Connection to the facilities that will serve the project.	
s. Existing and proposed topographic contours.	
t. Existing and proposed paved areas, including (but not limited to) the type of surfacing, whether it is pervious or impervious, and widths of all walkways.	
u. Location, width, recorded document number, and recorded use of existing and proposed easements.	
v. Access road(s)/driveway(s) features including:	
(1) Location.	
(2) Width.	
(3) Surface type.	
(4) Proposed grades.	
(5) Ventura County Fire Protection District turnarounds.	
(6) Existing and proposed access road gate locations.	
(7) If the project involves the use of off-site access roads/driveways, show the public right-of-way or recorded ingress/egress easement locations. Copies of easements may be required prior to project approval.	
(8) Sight distance. ¹⁹	
w. Distance of the oil well(s) to the nearest residence.	
x Areas of vegetation removal including (but not limited to) what is required for:	
(1) Fire protection purposes. Delineate the 100 foot brush clearance limit line around all buildings if there is natural brush within 100 feet of any building. Delineate the limit line on adjacent lots if the 100 foot zone crosses a lot line.	

8.2 CONCEPTUAL LANDSCAPE PLAN SUBMITTAL REQUIREMENTS

The following checklist outlines the submittal requirements for landscape screening plans, as required per Section 8107-5.6.24 of the NCZO and Section 8175-5.7.8(w) of the CZO. Conceptual landscape screening plans must be submitted with the project application may be required for oil and gas production areas in order to screen production equipment in a manner consistent with the natural character of the area, if required, based on the Planning Director's determination that landscaping is necessary. The landscape screening plan shall be consistent with the *Ventura County Landscape Design Criteria Guide* and the State of California Model Water Efficient Landscape Ordinance

¹⁹ For information on the sight distance requirements, see the Transportation Department's "Sight Distance" brochure, which is available on-line at: <http://vcpublicworks.org/transportation-department/citizen-brochures>.

Also, see the *Ventura County Non-Coastal Zoning Ordinance* (2008, §8106-8.4) for projects located within inland areas of the County, and the *Ventura County Coastal Zoning Ordinance* (2004, §8175-3.8, §8172-1, and §8175-3.11) for projects located within the Coastal Zone.

requirements²⁰ (CCR Title 23, Division 2, Chapter 2.7). The plan shall include measures for adequate screening of producing wells and permanent equipment from view of public roads or residential uses, revegetation of all cut and fill banks, and the restoration of disturbed areas of the site not directly related to oil and gas production.

Final landscape plans will be required prior to issuance of Zoning Clearance for the drilling of the first new well, or prior to the Zoning Clearance Use Inauguration of the existing oil and gas facility.

Conceptual Landscape Plan Requirement	Required
Format	
1. <i>Copies: Submit 2 hardcopies of the plan.</i>	<input checked="" type="checkbox"/>
2. <i>Size: Minimum of 24 x 36 inches, folded to no larger than 8.5 x 14 inches. Also include one set of 8.5 x 11 inch reductions.</i>	<input checked="" type="checkbox"/>
3. <i>Orientation: Include north arrow shown on each sheet, except detail.</i>	<input checked="" type="checkbox"/>
4. <i>Scale: Plans must be at a scale of 1 inch = 30 feet or larger. For large projects with simple landscapes the scale can be reduced to 1 inch = 40 feet if all symbols are legible, or multiple sheets can be used. Provide bar scale on the plan.</i>	<input checked="" type="checkbox"/>
5. <i>Lettering: All lettering must be legible and 1/8 inch or larger.</i>	<input checked="" type="checkbox"/>
6. <i>Page numbering: Number sheets consecutively: "Sheet ___ of ___"</i>	<input checked="" type="checkbox"/>
7. <i>Simulations: Color photo simulations of the landscape must be provided for oil and gas facilities which could have a visual impact on public views. Photo simulations must show the landscape's conceptual design including types, sizes and textures of plants; and screening. The photos should be taken from various locations and/or angles from which the public would typically view the site. Before and after photo exhibits should be presented.</i>	
8. <i>Screening elevations: Where screening will be provided by a fence, wall or vegetation, provide scaled elevations, or photo simulations, of the screening.</i>	
9. <i>Note: Symbols/illustrations/simulations representing new plants should convey plant size at approximately 5 years growth.</i>	
10. <i>Title block: Locate on the right-hand edge of each sheet, unless an alternative location would make it more legible. Include:</i>	<input checked="" type="checkbox"/>
a. Plan title.	<input checked="" type="checkbox"/>
b. Project title/name.	<input checked="" type="checkbox"/>
c. County project number (if assigned yet).	
d. Assessor's parcel numbers (APNs) of all parcels on which the project is located.	<input checked="" type="checkbox"/>
e. Project address (if any).	
f. Landscape architect's name, license or seal expiration, signature and date signed.	<input checked="" type="checkbox"/>

Conceptual Landscape Plan Requirement	Required
g. Date of plan.	<input checked="" type="checkbox"/>
Title Sheet	
11. The first sheet of the plan must be a title sheet and include the following:	
a. Name, address, email address, and phone number of: landscape architect; other professionals who worked on plans such as engineers, arborists or surveyors; and the owner/developer.	<input checked="" type="checkbox"/>
b. Notation: "Conceptual Plans For Plan Check Only."	<input checked="" type="checkbox"/>
c. Landscape plans must include <u>lists</u> of the following project-related information:	
(1) Total square footage of: project site, oil and gas lease area, and total landscaped area.	<input checked="" type="checkbox"/>
(2) Number, type and approximate size of existing trees to be removed or retained in the irrigated landscape. Indicate those that have protected tree status.	<input checked="" type="checkbox"/>
(3) Number, type and container size of proposed trees.	<input checked="" type="checkbox"/>
Project Concept Notes	
12. It will expedite plan review if the landscape architect includes brief project notes which point out the features in the proposed landscape which achieve the following functions of landscaping. Not all functions of landscaping will be appropriate for all projects.	
(1) Screening.	
(2) Visual relief and/or visual integration.	
(3) Compatibility with community character.	
(4) Shade and improved aesthetics of paved areas.	
(5) Retention and treatment of stormwater.	
(6) Slope stabilization.	
(7) Restoration of disturbed land to its natural state.	
Graphic Illustrations	
13. The following existing or proposed features must be graphically illustrated and called out.	
a. Lot lines (with dimensions in feet), oil and gas lease area (with dimensions in feet), adjacent street names, use and zoning of adjacent properties.	<input checked="" type="checkbox"/>
b. Buildings, structures, and driveways. Include feature dimensions.	<input checked="" type="checkbox"/>
d. Light poles.	<input checked="" type="checkbox"/>
e. Walls, retaining walls, fences. Provide a concept detail of fences, gates, walls, retaining walls and plantable walls showing layout and height.	<input checked="" type="checkbox"/>
f. Utility and access easements, and overhead lines.	<input checked="" type="checkbox"/>
g. Engineered slopes, walls and grades. Indicate the top and toe of all significant slopes.	<input checked="" type="checkbox"/>
h. Important natural features such as drainages and rock outcroppings.	<input checked="" type="checkbox"/>
i. Fuel modification zones.	<input checked="" type="checkbox"/>
j. Existing protected-status trees (including those on adjacent parcels if the tree's protected zone extends over the property line), to be removed or retained, including type and size.	<input checked="" type="checkbox"/>
k. Landscape planters/areas, including a general idea of the proposed plant palette including type and size. Include parking area planter inside dimensions. The plan should demonstrate	<input checked="" type="checkbox"/>

Conceptual Landscape Plan Requirement	Required
compliance with specific parking area landscape planter layout and dimensions requirements (see Section 8108-5.14).	
l. New trees, including proposed type and size.	<input checked="" type="checkbox"/>
m. Water harvesting or stormwater management landscape features (labeled). Include planter dimensions.	<input checked="" type="checkbox"/>
n. Landscape design elements (e.g., fountains, sculptures, mounds).	<input checked="" type="checkbox"/>
o. Sight distance triangles at street intersections.	<input checked="" type="checkbox"/>

Preferred table format for providing Title Sheet 11 required data.

Total project site (square feet)	
Total landscaped area (square feet)	
Total parking area, including driveways/aisles (square feet)	

9.0 CUP Application Submittal Requirements Summary

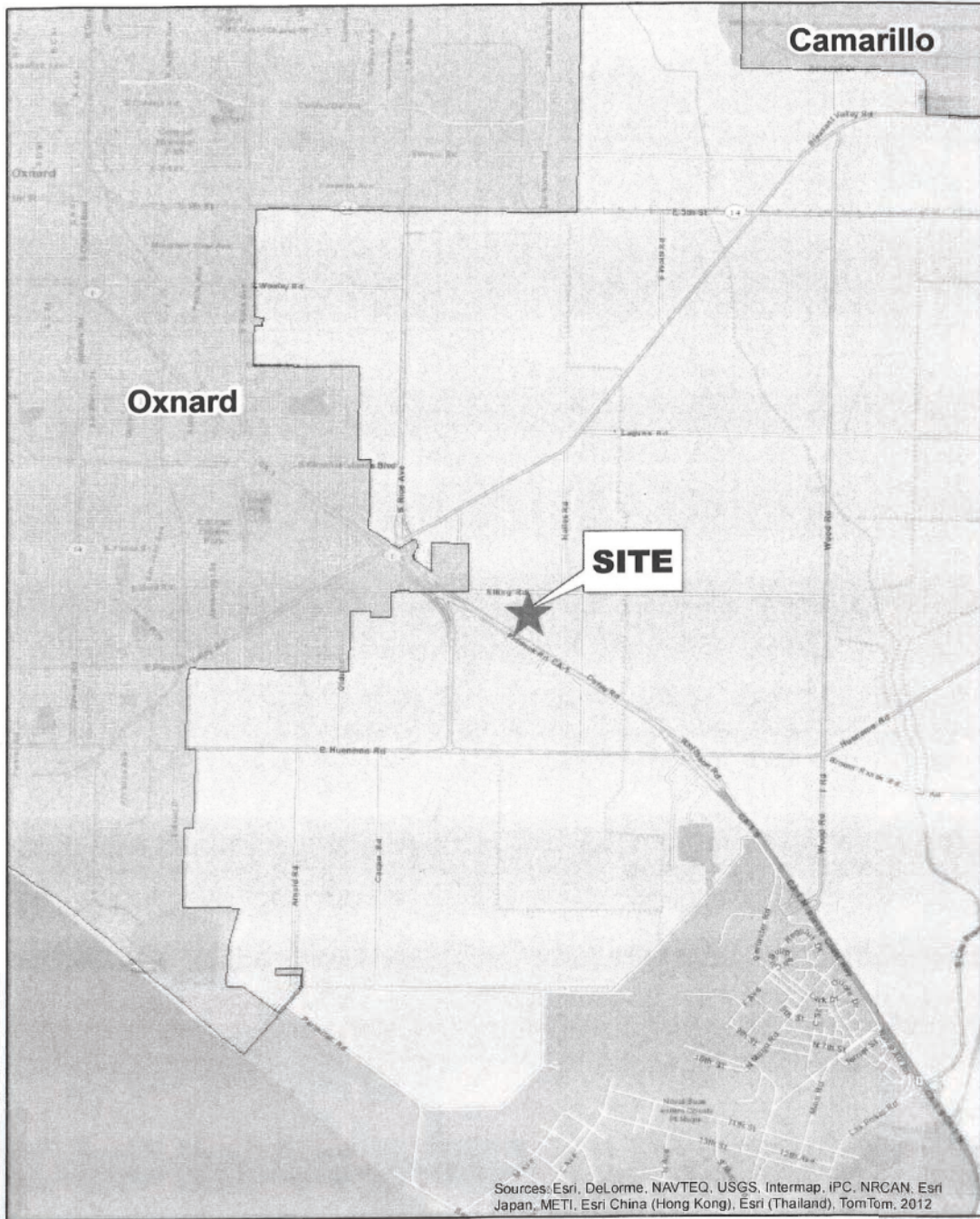
The following items should accompany the application upon submittal. For those noted as “When Applicable”, please consult the pertinent requirements of Section 3.0 to determine if the items are required for your application.

SUBMIT WITH EVERY APPLICATION	No. of Copies
Site Plan (confirm number of copies with Discretionary Permit Coordinator)	20 (new CUP) 16 (modification)
Questionnaire completed (confirm number of copies with Discretionary Permit Coordinator)	20 (new CUP) 16 (modification)
Fee Reimbursement Agreement	1 original
Certification Statement of Hazardous Waste/Substance Site	1
Mineral Lease Agreement	1
Agent Authorization (if appropriate) and Mineral Rights Owner Acknowledgement	1 original
Oil and Gas NCZO or CZO Consistency Analysis (Refer to Sections 5.0 a or 7.0 of the CUP application)	1
SUBMIT WHEN APPLICABLE	No. of Copies

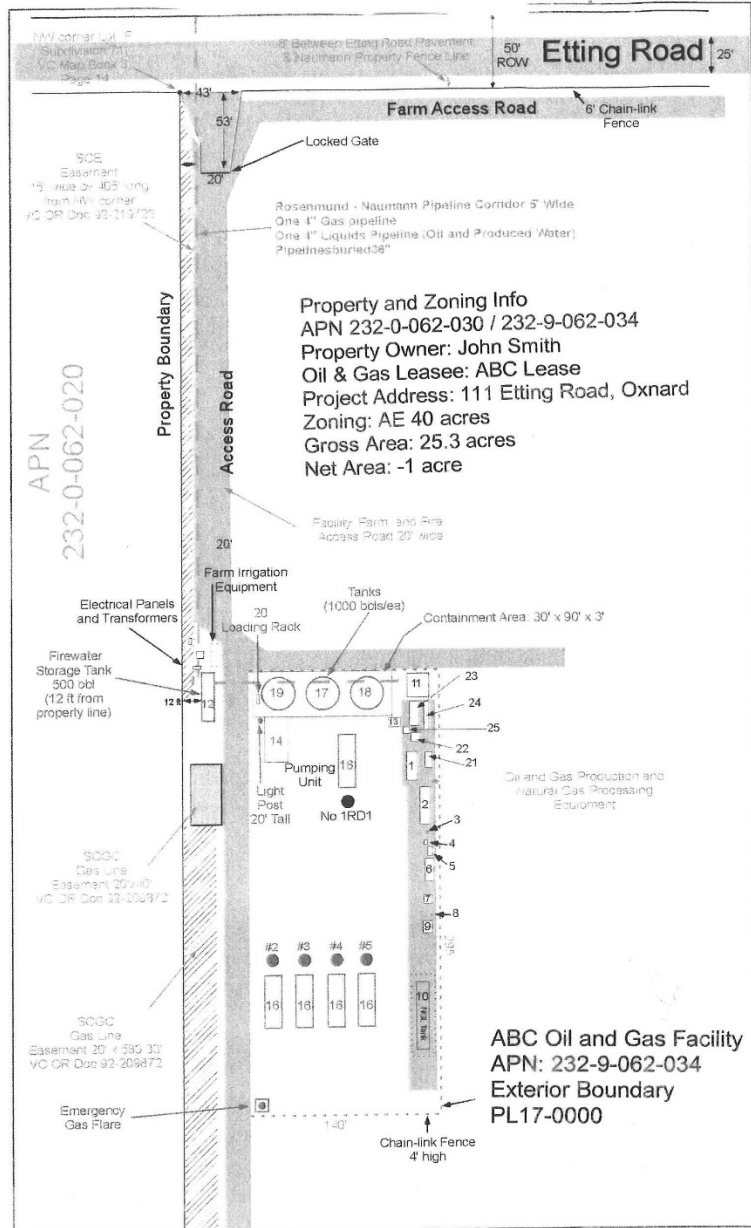
Gas Disposal Analysis	2
Access Easement Information	1
Geology Report	3
Current or most recent APCD Permit to Operate	1
Post Construction Storm Water Control (PCSW) Site Plan	4
Drainage Study	4
PCSW Management Plan	4
Drainage Study	4
Soils Report	3
Noise Study	2
Archaeological, historical, and/or paleontological resource survey report	1
Initial Study Biological Assessment	2
Arborist Report	2
Pipeline Feasibility Analysis	1

10 List of Example Figures

- A. Example Location Map
- B. Example Site Plan
- C. Example Map of Oil and Gas Lease Area
- D. Example Aerial Photograph of Land Uses and Structures Surrounding Oil and Gas Lease Area



Attachment A
Example Location Map

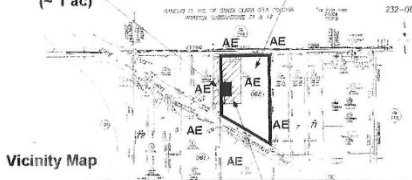


**ABC Oil and Gas facility
Equipment Inventory**

1. Gas Compressor
 2. Gas Chiller
 3. Inlet Gas Scrubber
 4. Vertical Separator
 5. Total Flow Gas Meter
 6. 3 Phase Separator
 7. Flare Scrubber
 8. Flare Meter
 9. Air Compressor
 10. NGL Tank
 11. Pipeline Connections
 12. Fire Water Tank
 13. Vapor Recovery
 14. LACT Skid
 15. Emergency Gas Flare
 16. Pumping Unit
 17. Crude Oil Tank
 18. Crude Oil Tank
 19. Produced Water Tank
 20. Loading Rack
 21. Refrigeration Unit Skid
 22. Glycol Contactor
 23. Glycol Burner
 25. VSD Electrical Panels
- * See addendum to VC Minor Mod dated 7-24-2014 for additional information

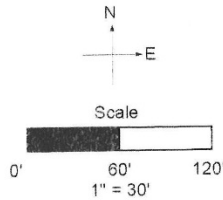
ABC oil and Gas Facility
(APN: 232-9-062-034)
(~ 1 ac)

APN: 232-0-062-030 (26.87 ac)



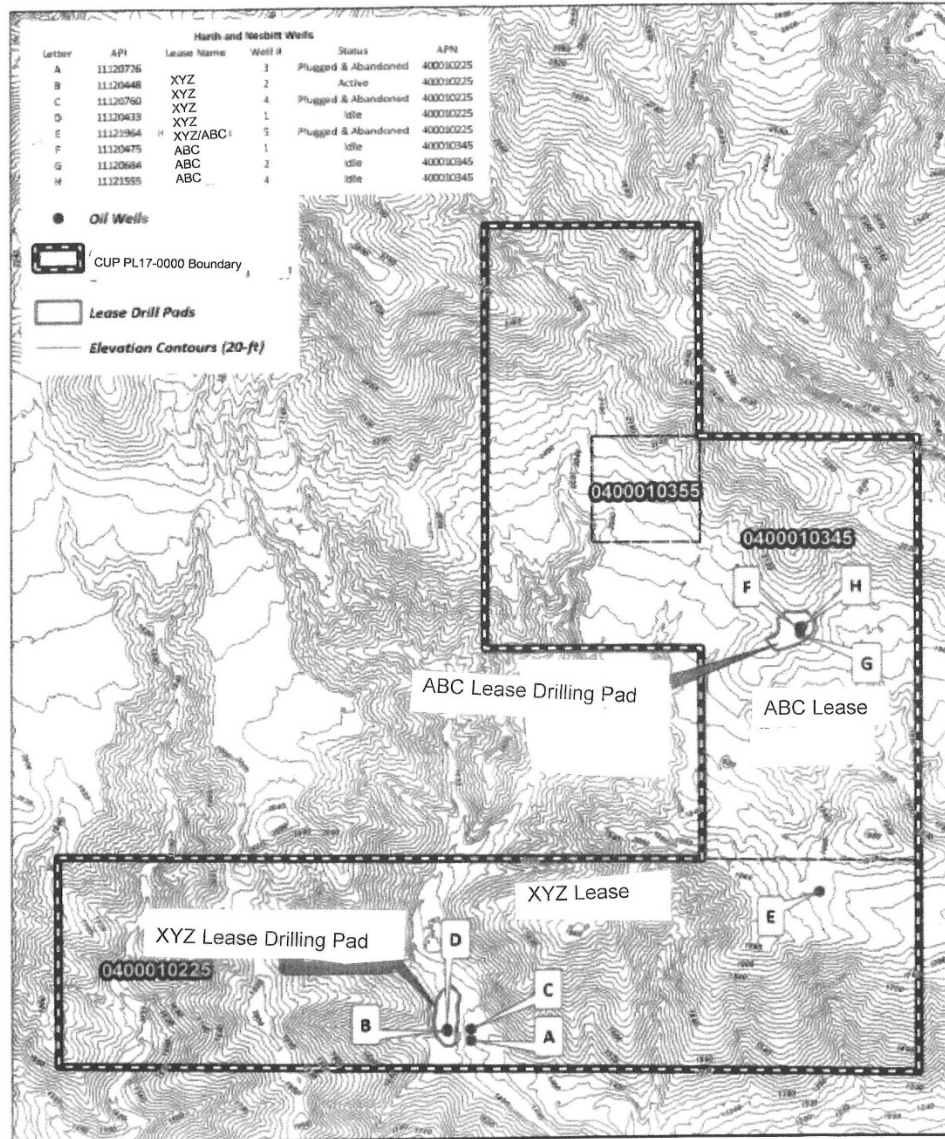
**Attachment B
Example Site Plan**

Engineer: MWT ver 7-2014



ABC Oil and Gas, LLC
Ventura County, CA
ABC Lease
Rev. 1-1-2017

Prepared by:
ABC Oil and Gas, LLC
PO Box 123
Ventura, CA 93001



Attachment C
 Example Map of Oil and Gas Lease Area



Attachment D
 Example Aerial Photograph of Land Uses and Structures Surrounding Oil
 and Gas Lease Area