



RIVERSIDE COUNTY PLANNING DEPARTMENT

John Hildebrand
Planning Director

FILING INSTRUCTIONS FOR SURFACE MINING PERMIT/ RECLAMATION PLAN

The following instructions are intended to provide the necessary information and procedures to facilitate the processing of a Surface Mining Permit/Reclamation Plan application. Cooperation with these instructions will ensure that the application can be processed in the most expeditious manner possible.

FILING INSTRUCTIONS CHECKLIST

A SURFACE MINING PERMIT/RECLAMATION PLAN FILING PACKAGE MUST CONTAIN THE FOLLOWING ITEMS:

Digital copies of the following items in a format acceptable to the Planning Department (e.g., PDF).

1. A completed General Application Form.
2. A completed and signed Applicant/Property Owner Signature Form.
3. A completed Surface Mining Permit/Reclamation Plan Supplemental Information Form.
4. Exhibits "A" (Mining Plan), "B" (Reclamation Plan), and "C" (Project Description).
5. A current recorded deed of the property. If the property involved is owned by a corporation, limited liability company (LLC), partnership, trust, or similar entity, appropriate documentation will be required to provide proof that the person(s) signing on behalf of said entity is properly authorized to do so.
6. If any of the properties involved do not abut a public street, appropriate documentation of legal access (e.g., recorded easement) for said property shall be provided.
7. A completed Checklist for Identifying Projects Requiring a Project-Specific Water Quality Management Plan (WQMP) for the applicable watershed, if the Plan is located within the [Santa Ana River watershed](#), the [Santa Margarita River Watershed \(Other Development Project Checklist\)](#), or the [Whitewater River Watershed](#).
8. Initial payment of deposit-based fee for the applicable application.

WATER QUALITY MANAGEMENT PLAN (WQMP) & STANDARD STORMWATER MITIGATION PLAN (SSMP)

The Santa Ana, San Diego, and Colorado River Regional Water Quality Control Boards have adopted Board Orders, respectively, in compliance with the federal National Pollutant Discharge Elimination System

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(NPDES) Municipal Separate Storm Sewer System (MS4) Clean Water Act requirements. These Board Orders regulate the discharge of pollutants from the County's MS4 permit and require the County to implement measures to mitigate the water quality impacts of new developments within its jurisdiction. In compliance with these Board Orders, projects submitted within the certain portions of the unincorporated area of Riverside County for discretionary approval will be required to comply with the Water Quality Management Plan for Urban Runoff (WQMP) or with the Standard Stormwater Mitigation Plan (SSMP). The WQMP/SSMP addresses post-development water quality impacts from new development and redevelopment projects. The WQMP/SSMP requirements will vary depending on the project's geographic location (Santa Ana River, Santa Margarita River, or Whitewater River watersheds). The WQMP/SSMP provides detailed guidelines and templates to assist the developer in completing the necessary studies. These documents are available on-line at the [Riverside County Watershed Protection website](#).

To comply with the WQMP/SSMP, a developer must submit a "Project Specific" WQMP/SSMP. This report is intended to, a) identify potential post-project pollutants and hydrologic impacts associated with the development; b) identify proposed mitigation measures (Best Management Practices - BMPs) for identified impacts including site design, source control and treatment control post-development BMPs; and c) identify sustainable funding and maintenance mechanisms for the aforementioned BMPs. A template for this report is included as an appendix to the WQMP/SSMP.

Projects requiring Project Specific WQMPs or Project Specific SSMPs will need to include a PRELIMINARY Project Specific WQMP/SSMP along with the subdivision application package. The format of the PRELIMINARY report would mimic the format/template of the final report but would be at a much lesser level of detail. For example, points a, b & c above would be covered, rough calculations supporting sizing would be included, and footprint/locations for the BMPs would be identified on the tentative exhibit. Detailed drawings will not be required.

MINING PLAN CHECKLIST: EXHIBIT A	
The following information must be provided on Exhibit A.	
1.	Name of the mine.
2.	Mineral commodity to be mined.
3.	Name, address and telephone number of the Mine Operator, Landowner, Applicant, Representative, Owner of Mineral Rights, Mining Engineer, Civil Engineer, Geologist, Map Preparer, and Lessee.
4.	Acreage of area to be mined, acreage of property, north arrow, vertical and horizontal scales, source of map, date of map preparation, and date of latest revision.
5.	Property boundary lines, dimensions, location of adjoining lot lines, and vicinity map showing relationship to the surrounding area. The property corners must be monumented and easily identified by inspection personnel.
6.	Topographic detail of the site showing pre-mining and post-mining intervals such that slopes are 0%-2%, 3% - 9% and 10%+ and contour intervals of 2 ft., 5 ft. and 10 ft.
7.	Existing and proposed zoning.
8.	Existing uses on, and immediately adjacent to, property. Include all buildings and structures.
9.	Name of utility purveyors (electricity, gas, water, sewer, telephone).
10.	Show names, widths, improvements, and gradients of ingress and egress including documented or proposed legal access to the property from a county-maintained road. Also show any proposed private streets. Location and nature of proposed and existing fencing, gates, walls, driveways, curbs, and signs. Include dimensions. Location of all streams, roads, railroads, sewage disposal systems, water wells, utility facilities, and easements within 500 feet of the site. Location and boundaries of areas to be mined, waste dumps, stockpiles, tailing ponds, retarding basins, and settling ponds.

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MINING PLAN CHECKLIST: EXHIBIT A

The following information must be provided on Exhibit A.

11. Depict separate mining phases where applicable, including phasing dates and volumes to be mined. Location and description of operating equipment and structures.
12. Progression of stripping and excavating using cross sections of elevations that include corresponding phase designations. Cross sections should also show extent of overburden, mineral deposits, groundwater level, and details of the working face of the operation.
13. Proposed maximum depth of excavation.
14. Anticipated mining of mineral commodity and waste material by volume and weight per year, per phase, and during life of permit (include dates).
15. Environmental hazards such as earthquake faults, Alquist-Priolo Earthquake Fault Zones, County Fault Hazard Zones, Liquefaction Hazard Areas, landslide hazards, blowsand hazard, fire hazard areas, 100-year flood plains, and areas subject to overflow, inundation, and flooding.
16. Environmental resources such as agricultural lands, scenic highways, historic resources, prehistoric resources, mineral resources, geothermal resources, wind resources, solar resources, hydroelectric resources, hydrocarbon resources, critical wildlife areas, and critical vegetation areas.
17. The Riverside County General Plan's Area Plan Name, Foundation Component and Land Use designation, and Overlays or Policy Areas, if any, for the subject property.
18. Assessor's Parcel Numbers (APNs) and legal description.
19. Location of processing and storage areas.
20. Location, width, and direction of flow of all drainage courses.
21. Location and details of facilities to control on- and off-site storm runoff, erosion, and sedimentation (such as water courses, culverts, drainpipes, settling ponds, retarding basins, ditches, and dikes). Include data on amount of runoff and gradients of facilities.
22. Any land or right-of-way to be dedicated to public use, railroads, or other.
23. Location and dimensions of mining setbacks.

RECLAMATION PLAN CHECKLIST: EXHIBIT B

The following information must be included on Exhibit B.

1. North arrow, vertical and horizontal scales, date of map preparation, source of map, date of latest revision.
2. Name and address of applicant, representative and landscape architect.
3. Cross sections through cuts, fills and drainages.
4. Boundaries of areas to be reclaimed, including acreage.
5. Original (pre-mining) topography.
6. Post-mining topography.
7. Reclaimed ground surface contours.
8. Original and post-reclamation drainage, including critical areas within or near the project area such as lakes, streams, or wetlands. Show direction of flows with arrows. Erosion and sediment control structures or treatment such as water bars, berms, siltation ponds, diversions, etc.
9. Landscaping including names of plant species, size, and spacing of plants. Present the method of planting and irrigation. Illustrate the ultimate physical condition of the site and specify proposed uses or potential uses of the land, as reclaimed. Illustrate the sequence and timing for reclaiming the land to its end state using diagrams and/or cross sections as necessary. Include start and completion dates reclamation phases. Indicate post-mining safety features (e.g., fences, gates, signs).
10. Erosion, sediment, and water quality control structures or treatment such as water bars, berms, siltation ponds, diversions, etc.

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PROJECT DESCRIPTION CHECKLIST: EXHIBIT C

The following information must be submitted in written form and supplemented with graphics to illustrate descriptions.

SITE AND AREA CHARACTERISTICS

1.	<p>Access Describe access to site.</p>
2.	<p>Utilities Describe the availability of water systems and sewage disposal at the site, including proposed methods to provide such systems.</p>
3.	<p>Land Use Describe existing land use of the site and surrounding area, including distance to nearest residential development.</p>
4.	<p>Visibility Describe the visibility of the proposed operation from the surrounding area (considering highways, residences, commercial development, and recreation areas). Discuss proposed mitigation (e.g. landscaping, berms, fences, modification of operation, etc.).</p>
5.	<p>Geology Describe the geology of the site and surrounding area, considering principal rock formations, overburden materials, principal ore and gangue minerals. Describe the geometric interrelationships of earth materials, including estimates of thickness, aerial extent, volume, and tonnage of materials to be mined. Describe the geologic conditions which could adversely affect project, considering earthquake faults, Special Studies Zones, groundshaking, landslides, mudflows, liquefaction hazards, differential settlement, hydroconsolidation, collapsible or expansive soils, wind erosion, water erosion, sedimentation, and inundation due to earthquake-induced dam failure. Discuss proposed mitigation.</p>
6.	<p>Hydrology/Surface Water Describe surface water characteristics of the site (drainage patterns, size of the area that drains into site, proposed alteration of drainage patterns, etc.). Describe the methods to ensure positive drainage of site and to minimize adverse effects on adjacent property. If site is within a recognized floodway, 100-year floodplain, or an area subject to flash flooding, then describe methods to protect project from flood damage and to ensure that the project will not intensify flooding effects on surrounding property. If site is within or upstream of a groundwater recharge area, then discuss potential for project to increase siltation of recharge area or to otherwise decrease its absorptive qualities. Describe methods to protect recharge from these effects. If the operation will introduce any toxic substance, contaminate, or otherwise degrade the quality of stream run-off from the site, then describe methods to minimize those effects. If there are any stream gauging stations within the site, then describe methods to preserve or relocate the stations. Coordinate with either the County Flood Control and Water Conservation District office in Riverside or the United States Geological Survey.</p>
7.	<p>Groundwater Describe groundwater, subsurface geology, permeability, fault barriers, structural constrictions in the basins, quantity, quality, and direction of flow. If groundwater is pumped by wells for use on, around, or downstream of the site, then describe any adverse effects that may occur to the quantity, quality, or depth of groundwater and describe methods to minimize these effects.</p>
8.	<p>Soils Describe the various soils on the site, including their physical and chemical characteristics, average thickness, erodibility, and land use capability.</p>

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PROJECT DESCRIPTION CHECKLIST: EXHIBIT C

The following information must be submitted in written form and supplemented with graphics to illustrate descriptions.

9. **Vegetation**
Describe the types of vegetation that grow on and around the site using both common and scientific names. List Federal- and/or State-designated Rare, Threatened or Endangered Species on or near the site, and discuss proposed mitigation.

10. **Wildlife**
List species occurring on and around the site using both common and scientific names. List Federal- and/or State-designated Rare, Threatened, or Endangered Species on or near the site. Discuss proposed mitigation.

MINING

1. **Mineral Commodity**
Describe the mineral commodity to be mined.

2. **Mining Operation**
Briefly describe the proposed mining operation including removal of vegetation and overburden, how the mineral commodity will be extracted, the equipment that will be used, and any proposed phasing of the operation (including dates).

3. **Project Life**
Anticipated starting date, expected ending date, and expected life in years.

4. **Size**
Total acreage permitted or to be permitted, total acreage to be disturbed and total acreage.

5. **Excavations**
Maximum depth in feet, maximum size in acres, maximum slope angle of walls, overall design slope, including benches and distance between benches. Provide verification by an Engineering Geologist or Soils Engineer that finished cut slopes will be stable under static and dynamic conditions.

6. **Anticipated Production of Commodity**
Volume and weight per year in cubic yards and tons and total commodity to be produced during life of permit, including waste material.

7. **Planned Ore Processing Methods on Site**
Dry screening, flotation, amalgamation, wet screening, crushing/grinding, washing, mechanical separation, smelting, leaching, batch plant, other.

8. **Production Water Data**
State the maximum and average quantity of water used in gallons per minute and acre-feet per year. Indicate the proposed or existing sources of water such as reservoirs, wells, ponds, diversions, municipal water supply, etc. Wastewater disposed of in gallons per minute, wastewater dispose; of in acre-feet per year, possible contaminants, including turbidity and wastewater disposal method. Indicate the volume of excess processing water, mine drainage, storm runoff from disturbed or utilized areas and any other water which will be handled on, the site. Describe anticipated or possible contaminants including processing chemicals, detergents, acid drainage, turbid (muddy) water, fuel oil or gasoline, and runoff water which may contain fertilizer or other soil amendments.

9. **Mine Wastes**
Type(s) of waste to be produced (e.g. topsoil, overburden, tailings, and sediment. Amount of each type of waste to be produced. Amount of each type of waste to be produced during the life of the mine. Disposal method for each type of waste.

10. **Imported Wastes**
If any imported materials, such as domestic garbage, chemicals, oil or other material will be disposed of on the project site, then describe what types, in what expected amounts, and what method of disposal.

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The following information must be submitted in written form and supplemented with graphics to illustrate descriptions.

11. **Erosion and Sedimentation Control**
Describe methods to prevent erosion and/or sedimentation of adjacent property due to waters discharged from the site. Also, describe methods to protect stockpiles of mined materials from water and wind erosion.

12. **Blasting**
Procedures for storage and detonation of explosives, including notification of authorities, and methods to reduce effects on offsite structures and residents.

13. **Truck Traffic**
Number of daily trips, haul routes, safety measures.

RECLAMATION

1. **Subsequent Uses**
Describe proposed subsequent uses for the reclaimed mine land.

2. **Reclamation Schedule**
Provide a schedule of the phasing of the reclamation, dates for each phase, and a description of the treatments. Indicate when reclamation is expected to begin (month and year) and when it will be completed. If reclamation is to be accomplished concurrent with mining, indicate at what time during the mining process (or give dates) it will be undertaken and accomplished. Explain what reclamation will be undertaken in each phase. Describe the time lag that will occur between completion of each mining phase and the beginning of reclaiming the land that was subject to that mining phase.

3. **Future Mining**
Describe how reclamation of site may affect future use of the property and adjacent or nearby property for mining purposes.

4. **Public Safety**
Describe what measures will be taken to ensure public safety (fences, gates, signs, hazard removal, etc.).

5. **Post-Reclamation**
Describe in detail what the mined site will look like after it has been reclaimed.

6. **Drainage and Erosion Controls**
Describe how post-reclamation drainage will differ from the original site condition; discuss the possible effect of changes in the drainage on runoff, erosion, sedimentation, streamflow, and streambank stability.

7. **Slopes and Slope Treatment**
Discuss how cut and fill slopes, waste piles, and tailings will be stabilized to prevent landslides, earth flows, rock falls, and erosion (revegetation, benching, scaling, slope reduction, etc.). Provide verification by a Soils Engineer that all fill slopes steeper than 2:1 will be stable.

8. **Pit Areas and Excavations**
Describe how pit areas or excavations will be reclaimed (backfilled, regraded, topsoiled, revegetated, etc.).

9. **Ponds, Reservoirs, Tailings, Wastes**
Describe how ponds, tailing, and/or mine wastes will be reclaimed (regraded, dewatered, capped, revegetated, removed, etc.). If any dams or embankments are to remain after reclamation, describe type of dam, construction material, permeability, foundation characteristics, storage volume and design criteria (including design criteria for seismic hazards); prepare a cross section through dams or embankments showing design characteristics.

10. **Clean-up**
Describe methods and timing for removal, disposal or utilization of residual equipment, structures, refuse, etc.

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The following information must be submitted in written form and supplemented with graphics to illustrate descriptions.

11. Contaminants Describe methods to control contaminants, especially regarding surface runoff and groundwater.
12. Soils and Fine-Textured Waste Describe the method of removal, storage, and replacement of topsoil; the mean thickness of topsoil or fines on the site after reclamation; testing to determine whether soil or mine wastes need to be modified to encourage plant growth.
13. Revegetation Describe the plant species and/or seed to be used; rate of seed application and/or spacing of plants; planting methods; time of year for planting; types and amounts of fertilizers, mulch, lime, etc.; site preparation, (ripping, disking, soil additives, etc.); and irrigation system. Provide revegetation success criteria (species richness, percent covers, density).
14. Monitoring and Maintenance Describe any baseline monitoring that has been done to document present environment. Describe maintenance program; to ensure that revegetation is successful, and that public safety measures, water quality erosion control treatments, weed control, etc., are maintained. Indicate who will be responsible for carrying out the maintenance and monitoring program.
15. Reclamation Assurance Describe assurance mechanism(s) to guarantee reclamation of the site (bonding, letter of credit, trust fund, etc.).
16. Preliminary Project-Specific Water Quality Management Plan (WQMP) – if required, as determined by completion of the appropriate Checklist for Identifying Projects Requiring a Project-Specific WQMP (see pages, 6 or 7).

Beginning January 1, 2005, in compliance with Board Orders R8-2002-0011 and R9-2004-001, projects submitted within the western region of the unincorporated area of Riverside County for discretionary approval will be required to comply with the Water Quality Management Plan for Urban Runoff (WQMP). The WQMP addresses post-development water quality impacts from new development and redevelopment projects. The WQMP requirements will vary depending on the project's geographic location (Santa Ana, Santa Margarita or Whitewater River watersheds). The WQMP provides detailed guidelines and templates to assist the developer in completing the necessary studies. These documents are available on-line at:

[Santa Ana Region.](#)

[Santa Margarita Region.](#)

[Whitewater Region.](#)

To comply with the WQMP requirements, a developer must submit a "Project-Specific" WQMP. This report is intended to: a) identify potential post-project pollutants and hydrologic impacts associated with the development; b) identify proposed mitigation measures (BMPs) for identified impacts including site design, source control and treatment control post-development BMPs; and c) identify sustainable funding and maintenance mechanisms for the aforementioned BMPs. A template for this report is included as an appendix to the WQMP.

Projects requiring Project-Specific WQMPs will also need to include a PRELIMINARY Project Specific WQMP along with the land-use application package. The format of the PRELIMINARY report should mimic the format/template of the final report but would be at a much lesser level of detail. For example, points a, b & c above would be covered, rough calculations supporting sizing would be included, and

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footprint/locations for the BMPs would be identified on the tentative exhibit. Detailed drawings will not be required.

INFORMATION SHEET

[County Ordinance No. 555](#), adopted by the Board of Supervisors on August 9, 1977, is the County's implementation of the [State Surface Mining and Reclamation Act \(SMARA\) of 1975 \(Public Resources Code, Section 2710 et seq.\)](#). The purposes of SMARA are to minimize adverse effects of extraction operations and to encourage conservation and production of minerals, while giving consideration, to values relating to recreation, watershed, wildlife, open space, and aesthetic enjoyment. Ordinance No. 555 states that in most situations a permit must be obtained before an individual commences a surface mining operation. There are limited exemptions for certain types of operations. Per Ordinance No. 348, surface mining is permitted in zones: M-SC, M-M, M-H, R-R-O, R-R, M-R-A, M-R, A-1, A-1, W-1, W-2, N-A, and W-2-M, provided a valid surface mining permit has been granted pursuant to [County Ordinance No. 555](#).

When an application is submitted, it is first reviewed for completeness according to the criteria established by the Surface Mining and Reclamation Act and [County Ordinance No. 555](#). The application must include a mining plan and reclamation plan. These items must be delineated in both map and text form. Several items are considered essential elements of a mining and reclamation plan:

1. Indication of the progression of all operations of the facility.
2. Locations of equipment, stockpiles, settling ponds, interim drainage, and mineral deposits.
3. Progression of stripping and excavating using cross sections of elevations.
4. Indication of time lag between mining and reclamation and between original equipment siting and relocations; and,
5. Method of handling simultaneous excavation and reclamation, if possible.

The Application is also reviewed for compliance pursuant to the California Environmental Quality Act (CEQA). When CEQA procedures and agency reviews are completed, a public hearing is held before the Riverside County Planning Commission. As a condition of approval, an annual Special Inspection Permit will be obtained from the County to ensure compliance with the reclamation and mining plans. This permit must be obtained from the Riverside County Department of Building and Safety at least 15 days before the conclusion of each stage of reclamation or annually, whichever comes first. In addition, all applicants will be required to establish financial assurances to guarantee that the work outlined in the reclamation plan will be completed within the time limits of the plan.

No person who has obtained a vested right to conduct a specific surface mining operation prior to January 1, 1976, shall be required to secure a permit for that operation, as long as the operation continues, and no substantial change is made. An operator has a vested right if prior to January 1, 1976, he has, in good faith and in reliance upon a permit or other authorization diligently commenced surface mining operations. However, whether or not a vested right exists, a reclamation plan must be filed for operations conducted after January 1, 1976. Additionally, if any substantial change occurs, a permit for the entire operation must be obtained.

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Surface Mining Permit Application Process:



For assistance in the preparation of any of these forms, please contact the Transportation and Land Management Agency (TLMA) Permit Assistance Team. Click on the following link for more information: <https://rctlma.org/Departments/Administrative-Services/Permit-Assistance-Team>.

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