

**RIVERSIDE COUNTY FLOOD CONTROL  
AND WATER CONSERVATION DISTRICT (RCFC&WCD)**

**APPLICATION FOR LICENSE AGREEMENT PREPARATION**

PREPARED AND SUBMITTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

ENTITY NAME: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

Are there any existing executed license/maintenance agreements with the Licensee associated with the Licensee's project on District's property?

Yes

No

If **No** (New Agreement):

- Please complete Sections I., II., III., and IV.

If **Yes** (Amendment / Amended and Restated / Termination):

- Please:
  - 1) Complete Sections I. and II.
  - 2) Update applicable portions of Section III.A.
  - 3) Provide revised Project Attachment(s) (Section III.B.)
  - 4) Check **all** applicable changes below:
    - Addition/Removal of a Party/Parties – Section I.G.
    - Project Description/Plans/Alignments – Section I.H.
    - Termination of Previous Agreement(s) – Section I.G.
    - Regulatory Permits – Update Section III.A.2.
    - Project Plans and Specifications – Update Section III.A.4.
    - Rights of Way – Update Section III.A.5.
    - Construction/Utility Conflicts – Update Section III.A.8.
    - Maintenance – Update Section III.A.7.
    - Other – Please describe: \_\_\_\_\_

**I. APPLICANT INFORMATION**

A. LEGAL ENTITY - *Attach Applicant's Formation Document(s).*

Full Legal Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone No: \_\_\_\_\_

Email: \_\_\_\_\_

California Secretary of State Entity Number (If Private Entity): \_\_\_\_\_

Entity Type:  Corporation  Limited Liability Company  Limited Partnership

Other: \_\_\_\_\_

Jurisdiction (State, foreign country, or place where the Legal Entity was formed): \_\_\_\_\_

- B. **SIGNATURE AUTHORITY** - *Attach (i) appropriate documentation of Signature Authority and (ii) a complete Sample Signature Block.*

Signatory 1		Signatory 2	
Name:		Name:	
Title:		Title:	
Address:		Address:	

## II. **PROJECT INFORMATION**

- A. Describe in full detail the project to be covered by this agreement.

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- B. Project Purpose.

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- C. For changes (amendments) to existing agreement(s) or termination of existing agreement(s):

- i. Please provide the name of the for all existing agreement(s) to be amended or terminated:

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- ii. Please explain the reason for the changes/termination:

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## III. **AGREEMENT INFORMATION**

- A. **California Environmental Quality Act (CEQA):**

- i. Lead Agency: California Department of Fish and Wildlife \_\_\_\_\_
- ii. Lead Agency CEQA document status: \_\_\_\_\_
- iii. Please check the appropriate CEQA findings from the Lead Agency and attach the documents to this application:

- Notice of Exemption
- Notice of Determination
- Negative Declaration
- Mitigated Negative Declaration
- Environmental Impact Report
- Other:

Please also attach a copy of the following from the Lead Agency.

CDFW Fee Receipt

B. Regulatory Permits (for construction, operation, and maintenance of the Project):

- i. List the regulatory permits required for the Project (e.g., 401, 404 and 1602):

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- ii. Please provide any additional information here:

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C. Project Plans and Specifications:

- i. Party responsible for preparing the project plans and specifications:

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- ii. Rights of Way (for construction, operation, and maintenance of the Project):

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- iii. Please provide any additional information:

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D. Project Construction:

- i. Party responsible for advertising, awarding, and administering a public works contract for the project:

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- ii. Party responsible for ordering utility relocations for the project:

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- iii. Please provide any additional information here:

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E. Project Maintenance:

- i. Select the facilities that are proposed to be maintained by others (County, City, Etc.) and provide the entity responsible for maintenance of those facilities:

	Proposed Facilities Requiring License	Maintained By
<input type="checkbox"/>	Utilities/Monitoring Devices (please describe)	
<input type="checkbox"/>	Trails and Landscape (please describe)	
<input type="checkbox"/>	Access only (please describe)	
<input type="checkbox"/>	Other Facilities (please describe):	

ii. Please provide any additional information here (e.g., special acceptance terms):

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iii. Describe any additional special items or provisions that need to be covered in this agreement:

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**IV. ASSESSOR PARCEL NUMBER(S) (APN)**

Please use the table below to fill in the Assessor Parcel Number(s) (APN) where the planned license facilities are proposed.

Assessor Parcel Number (APN)	LICENSOR's Parcel Number(s) (DISTRICT TO FILL IN)

**[DISTRICT TO FILL IN]**

i. Does the District own the right of way in fee where the subject property is to be licensed? *(Please note that if District does not own the property in fee, the Licensee will also be required to obtain license/easement from the underlying property owner):*

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**V. ATTACHMENT CHECKLIST**

Please attach the following documents with this application applicable to the project:

1. Attachments Required for all Applications:	
<input type="checkbox"/>	Exhibit(s) showing the reach and location of planned licensed facilities with the <u>meets and bounds</u> of the licensed portion within District right of way
<input type="checkbox"/>	Maintenance exhibit if multiple parties' maintenance responsibilities are to be defined in the agreement
<input type="checkbox"/>	Complete set of latest improvement plans/construction drawings supporting the exhibit(s)
<input type="checkbox"/>	CEQA determination documents from the Lead Agency
<input type="checkbox"/>	CDFW Fee Receipt from the Lead Agency
<input type="checkbox"/>	Vicinity Map showing the project location
<input type="checkbox"/>	Legal description of the Licensed Property within District held rights of way
2. Additional Attachments Required for all Private Entities	
<input type="checkbox"/>	Exhibit(s) showing portions of rights of way dedication/conveyance to District in a cross hatched polygon
<input type="checkbox"/>	Documentation of Signature Authority - Applicable document(s) evidencing the private partner's authorized signatories (e.g., authorized signature list, LLC's operating agreement, certified resolution or articles of incorporation/partnership)
<input type="checkbox"/>	Sample Signature Block (in Word format)
<input type="checkbox"/>	All applicable Tracts, Parcel Maps and/or Plot Plans