

## **INSTRUCTION SHEET FOR FILLING OUT ENVIRONMENTAL IMPACT ASSESSMENT FORM - PART I**

The Environmental Impact Assessment (EIA) Form – Part I will be used to determine what type of environmental analysis (if any) will be required pursuant to the California Environmental Quality Act (CEQA). The analysis may include the preparation of one or more of the following documents: Initial Study, Environmental Impact Report, Mitigated Negative Declaration, Negative Declaration or it may determine that an application is not a "project" subject to CEQA, or that a proposed project is exempt from CEQA.

The clarity and accuracy of the information you provide is critical for purposes of the type of CEQA analysis that is applicable to your proposed project. The City will evaluate your submitted responses and determine if they are sufficient to understand the potential environmental impacts associated with a proposed project, and subsequently, to make a determination on the type of CEQA analysis required. If your responses are not sufficient to determine the type of CEQA analysis associated with a proposed project, your application may be deemed incomplete, and the City may request additional information or documentation. Your project application will not be deemed complete unless and until the City receives complete responses to this EIA, along with any additional information requested by the City.

Recent judicial decisions have held that a “naked checklist”, that is a checklist that is merely checked “yes” or “no”, is insufficient to comply with the requirements of the California Environmental Quality Act. Each “yes” or “no” answer must be accompanied by a written explanation justifying the “yes” or “no” answer. This is especially important when a Negative Declaration is being sought. The more information provided in this form, the easier and quicker it will be for Staff to complete the Environmental Impact Assessment Form – Part II.

Please be aware that recently adopted State Law (Assembly Bill 3158, Chapter 1702 of the Regular Session) requires all projects requiring an Environmental Impact Report (EIR) or Negative Declaration (ND) pay a filing fee to the County Clerk. If a project may pose a potential impact on “Wildlife Resources”; this State Law also requires paying a fee to the State Department of Fish & Wildlife (CDFW). As such, if there may be a potential impact on “Wildlife Resources” one of the following conditions will be placed on all projects requiring an EIR or ND:

### **For Projects with Environmental Impact Reports:**

“Within forty-eight (48) hours of the approval of this project, the applicant/developer shall deliver to the Planning Department a check payable to the **County Clerk** in the amount of Three-Thousand-Four-Hundred-Ninety-Five Dollars and Twenty-Five Cents (\$3,495.25) which includes the Three-Thousand-Four-Hundred-Forty-Five Dollars And Twenty-Five Cents (\$3,445.25) fee required by Fish and Game Code Section 711.4(d)(4) plus the Fifty Dollars (\$50.00) County administrative fee, to enable the City to file the Notice of Determination required under Public Resources Code Section 21152 and 14. California Code of Regulations: 15094. If within such forty-eight (48) hour period the applicant/ developer has not delivered to the Planning Department the check required above, the approval for the project granted herein shall be void”.

### **For Projects with Negative Declarations:**

“Because the project may have a potential adverse effect on wildlife resources, within forty-eight (48) hours of the approval of the project, the applicant/developer shall deliver to the Planning Department a check payable to the **County Clerk** in the amount of Two-Thousand-Five-Hundred-Thirty Dollars And Twenty-Five Cents (\$2,530.25), which include the Two-Thousand-Four-Hundred-Eighty Dollar And Twenty-Five Cents (\$2,480.25) fee required by Fish and Game Code Section 711.4(d)(3) plus the Fifty Dollars (\$50.00) County administrative fee, to enable the City to file the Notice of Determination required under Public Resources Code Section 21152 and 14. California Code of Regulations: 15075. If within such forty-eight (48) hour period the applicant/developer has not delivered to the Planning Department the check required above, the approval for the project granted herewith shall be void.”

# ENVIRONMENTAL IMPACT ASSESSMENT FORM

(To be completed by APPLICANT)

Project Name / Description: \_\_\_\_\_

Application Number(s): \_\_\_\_\_ Date Filed: \_\_\_\_\_

## GENERAL INFORMATION

|                                             |                                       |
|---------------------------------------------|---------------------------------------|
| <b>DEVELOPER / PROJECT SPONSER: (Print)</b> | <b>CONTACT PERSON: (if different)</b> |
| Name: _____                                 | Name: _____                           |
| Mailing Address: _____                      | Mailing Address: _____                |
| City, State, ZIP : _____                    | City, State, ZIP : _____              |
| Phone: (      ) _____                       | Phone: (      ) _____                 |
| Email: _____                                | Email: _____                          |

## PROPERTY INFORMATION

|                                    |            |
|------------------------------------|------------|
| Project Address: _____             |            |
| Legal Description: _____           | APN: _____ |
| Previous Approvals: _____<br>_____ |            |

|                           | EXISTING | PROPOSED |
|---------------------------|----------|----------|
| Land Use                  |          |          |
| Zoning                    |          |          |
| Lot Area (sf)             |          |          |
| Building (sf)             |          |          |
| Number of floors          |          |          |
| Off-Street Parking Spaces |          |          |

## PROJECT INFORMATION

1. List and describe any other related permits and other public approvals required for this project, including those required by City, regional, state, and federal agencies:

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2. Proposed use of site (Project for which this form is filed):

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3. Proposed scheduling:

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4. Associated projects:

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5. Anticipated incremental development:

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6. If residential, include the number of units, schedule of unit sizes, range of sale prices or rents and type of household size expected:

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7. If commercial, indicate the type, whether neighborhood, City or regionally oriented, square footage of sales area, and loading facilities:

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8. If industrial, indicate the major function, estimated employment per shift, estimated occupancy, loading facilities, and community benefits to be derived from the project:

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9. If institutional, indicate the major function, estimated employment per shift, estimated occupancy, loading facilities, and community benefits to be derived from the project:

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10. If the project involves a Variance, Conditional Use Permit or Zone Change application, state this and indicate clearly why the application is required:

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## ENVIRONMENTAL QUESTIONNAIRE

Is it reasonably foreseeable that the proposed project could result any one of the following impacts? For all items checked "yes," please explain in further detail below, and include a written description of any feasible alternatives or mitigation measures (attached additional sheets as necessary). In the event that you have prepared any technical studies related to the potential environmental impacts associated with the proposed project, please submit those documents along with this EIA.

### AESTHETICS

1. Will your project result in a change in existing features or any bays, tidelands, beaches, lakes or hills, or substantial alteration of ground contours?  
☐ No    ☐ Yes    If yes, explain in detail below:
2. Will your project result in a change in scenic views or vistas from existing residential areas or public lands or roads?  
☐ No    ☐ Yes    If yes, explain in detail below:

### AIR QUALITY

3. Will your project result in a change in dust, ash, smoke, fumes or odors in vicinity?  
☐ No    ☐ Yes    If yes, explain in detail below:
4. Is your project near sensitive uses (e.g., homes, schools, hospitals)?  
☐ No    ☐ Yes    If yes, explain in detail below:
5. Will the project result in increased air emissions or create objectionable odors during or after construction?  
☐ No    ☐ Yes    If yes, explain in detail below:

### BIOLOGICAL RESOURCES.

6. Will your project result in a change in ocean, bay, lake, stream or ground water quality or quantity, or alteration of existing drainage patterns?  
☐ No    ☐ Yes    If yes, explain in detail below:
7. Are there any known wildlife movement corridors or habitat linkages on or near the site?  
☐ No    ☐ Yes    If yes, explain in detail below:
8. Is there any nighttime lighting being proposed or will it introduce new sources of glare?  
☐ No    ☐ Yes    If yes, explain in detail below:
9. Is the project located within the Coastal Zone, coastal Environmentally Sensitive Habitat Resource Area (ESHA), or within a relatively undisturbed natural area?  
☐ No    ☐ Yes    If yes, explain in detail below:

10. Does the project contain coastal sage scrub, wetlands, or other sensitive natural communities?

☐ No ☐ Yes If yes, explain in detail below:

11. Does the project area contain any known suitable habitat for listed endangered or threatened species, other sensitive species, or a wildlife corridor?

☐ No ☐ Yes If yes, explain in detail below:

#### **ENERGY**

12. Will your project result in a substantial increase in fossil fuel consumption (electricity, oil, natural gas, etc.)?

☐ No ☐ Yes If yes, explain in detail below:

#### **GEOLOGY AND SOILS**

13. Is your project sited on filled land or on slope of 10 percent or more?

☐ No ☐ Yes If yes, explain in detail below:

14. Is your site in an area with landslide, liquefaction, or erosion risks?

☐ No ☐ Yes If yes, explain in detail below:

15. Will your project involve grading or excavation?

☐ No ☐ Yes If yes, explain in detail below:

16. Are there identifiable landslide risk, fault lines or zones, liquefaction hazards, expansive soils, or subsidence risks which that would impact the project? Is the project site located on uncompacted fill?

☐ No ☐ Yes If yes, explain in detail below:

17. Does the project propose grading or alteration of topography?

☐ No ☐ Yes If yes, explain in detail below:

#### **HAZARDS AND HAZARDOUS MATERIALS**

18. Will your project include the use of disposal of potential hazardous materials, such as toxic substances, flammable or explosives?

☐ No ☐ Yes If yes, explain in detail below:

19. Is your project located in an area vulnerable to impacts from sea level rise, flooding, or wildfire?

☐ No ☐ Yes If yes, explain in detail below:

20. In the known history of the property, has there been any use, storage, or discharge of hazardous or toxic materials?

Examples of hazardous or toxic materials include, but are not limited to, PCB's; radioactive substances; and herbicides, pesticides; paints; fuels, oils, solvents, or other flammable liquids or gases.

☐ No ☐ Yes If yes, explain in detail below:

#### **HYDROLOGY AND WATER QUALITY**

21. Will your project alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces?

☐ No ☐ Yes If yes, explain in detail below:

22. Are there any bodies of water (including domestic water supplies) into which the site drains?

☐ No ☐ Yes If yes, explain in detail below:

#### **LAND USE AND PLANNING**

23. Will your project result in a change in pattern, scale or character in the general area of the project?

☐ No ☐ Yes If yes, explain in detail below:

24. Is your project consistent with the General Plan, zoning, and any applicable Specific or Community Plans?

☐ No ☐ Yes If yes, explain in detail below:

#### **NOISE**

25. Will your project result in a substantial change in existing noise or vibration levels in the vicinity?

☐ No ☐ Yes If yes, explain in detail below:

26. Will your project involve major construction activities (e.g., grading, pile driving, demolition)?

☐ No ☐ Yes If yes, explain in detail below:

Describe the type of short-term and long-term noise to be generated, including the source and amount.

27. Are sensitive receptors, (e.g., schools hospitals, residences) located near the project site? How will project noise levels affect adjacent properties and on-site uses?

☐ No ☐ Yes If yes, explain in detail below:

#### **PUBLIC SERVICES**

28. Will your project result in a substantial change in demand for municipal services (police, fire, water, sewage, etc.)?

☐ No ☐ Yes If yes, explain in detail below:

#### **RECREATION**

29. Will your project increase use of existing parks or recreational facilities?

☐ No ☐ Yes If yes, explain in detail below:

#### **TRANSPORTATION**

30. Will your project generate new vehicle trips (e.g., from residents, employees customers, or deliveries)?

☐ No ☐ Yes If yes, explain in detail below:

31. Will your project require changes to existing roads, driveways, or access points?

☐ No ☐ Yes If yes, explain in detail below:

32. Is your project located near major intersections, highways, or areas with known traffic congestion?

☐ No ☐ Yes If yes, explain in detail below:

Estimate the post-construction vehicular traffic generated by the proposed project.

Explain what effects the project may have on parking, vehicular traffic circulation, and potential traffic safety hazards in the area.

33. Will the project conflict with public transit facilities (bus and rail) or bicycle facilities and bicycle lanes?

☐ No ☐ Yes If yes, explain in detail below:

#### **TRIBAL CULTURAL RESOURCES.**

34. Are there known or suspected cultural, historical, or tribal resources on or near the project site?

☐ No ☐ Yes If yes, explain in detail below:

35. Does the project site contain known archeological resources, or historic structures or sites?

☐ No ☐ Yes If yes, explain in detail below:

#### **UTILITIES AND SERVICE SYSTEMS**

36. Does your project result in significant amounts of solid waste or litter?

☐ No ☐ Yes If yes, explain in detail below:

37. Will it generate solid waste, and is there capacity to handle it?

☐ No ☐ Yes If yes, explain in detail below:

38. Will your project require new water, sewer, or stormwater infrastructure?

☐ No    ☐ Yes    If yes, explain in detail below:

39. Have the water, sewer, fire, and flood control agencies serving the project been contacted to determine their ability to provide adequate service to the proposed project?

☐ No    ☐ Yes    If yes, explain in detail below:

#### **WILDFIRE**

40. Is your project located in or near lands classified as very high fire hazard severity zones?

☐ No    ☐ Yes    If yes, explain in detail below:

#### **Explanations:**

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#### **ENVIRONMENTAL SETTING**

41. Describe the project site as it exists before the project, including information on topography, soil stability, plants and animals, and any cultural, historical or scenic aspects. Describe any existing structures on the site, and the use of the structures. Provide digital photographs of the site.

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42. Describe the surrounding properties, including information on plants and animals and any cultural, historical or scenic aspects. Indicate the type of land use (residential, commercial, etc.), intensity of land use (one-family, apartment houses, shops, department stores, etc.), and scale of development (height, frontage, setback, rear yard, etc.). Provide digital photographs of the vicinity.

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## **CERTIFICATION**

I hereby certify that the statements furnished above and in the provided exhibits present the data and information required for this initial evaluation to the best of my ability, and that the facts, statements and information presented are true and correct to the best of my knowledge and belief.

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(Signature)

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(Date)