

CITY OF SAN ANSELMO

RESOLUTION NO. 1467

(see Res. 1509)

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INTRODUCTION

GENERAL

The City Council of San Anselmo hereby adopts the procedures set forth below for the environmental evaluation of public and private projects by city agencies. These procedures augment the California Environmental Quality Act of 1970 (CEQA) (Public Resources Agency Code Section 21000, et seq.) and the Regulations of the California Resources Agency Establishing Guidelines for Implementation of the California Environmental Quality Act of 1970 (Chapter 3, Div. 6, Title 14, California Administrative Code) which are hereby adopted by reference.

SCOPE

Both the State Regulations and the following procedures apply to all public and private projects subject to the provisions of CEQA, except projects which have been categorically exempted by Section 15100 et seq. of said Regulations or categorically exempt by action of the City Council of San Anselmo, as listed herein or as added and deleted by resolution. Pursuant to Section 15073 of the Regulations of the City Council determines the following actions to be ministerial under City of San Anselmo Ordinances and applicable laws:

- (a) Issuance of building permits
- (b) Issuance of business licenses
- (c) Approval of final subdivision maps
- (d) Approval of individual utility service connections and disconnections
- (e) Sign permits
- (f) Septic tank permits
- (g) Swimming pool permits
- (h) Certificates of Occupancy
- (i) All licenses issued by the City of San Anselmo not involving discretionary action
- (j) Approval of final parcel maps
- (k) Approval of records of survey
- (l) Residential Property Reports
- (m) Execution of subdivision improvement agreements
- (n) Execution of land division improvement agreements
- (o) Execution of street improvement agreements
- (p) Acceptance of offers of dedication
- (q) Acceptance of deeds

The City Council of San Anselmo determines that the following projects are categorically exempt:

Class 1: Existing Facilities. Class 1 consists of the operation, repair, maintenance or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that previously existing, including but not limited to:

- (a) Interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances;
- (b) Existing facilities of both investor, and public owned utilities used to convey or distribute electric power, natural gas, sewage, etc.;
- (c) Existing highways and streets (within already established rights-of-way) sidewalks, gutters, bicycle and pedestrian trails, and similar facilities;
- (d) Restoration, or rehabilitation of deteriorated or damaged structures, facilities or mechanical equipment to meet current standards of public health and safety, unless it is determined that the damage was substantial and resulted from an environmental hazard such as earthquake, landslide or flood;
- (e) Additions to existing structures provided that the addition will not result in an increase of more than 50 percent of the floor area of the structure before the addition or alteration, or 2500 square feet,, whichever is less;
- (f) Addition of safety or health protection devices for use during construction of or in conjunction with existing structures, facilities or mechanical equipment, or topographical features (including navigational devices) where these devices do not have or result in an adverse environmental impact;
- (g) New copy on existing on and off-premise signs;
- (h) Maintenance of existing landscaping, native growth and water supply reservoirs (excluding the use of economic poisons, as defined in Division 7, Chapter 2, California Agricultural Code);
- (i) Maintenance of fish screens, fish ladders, wildlife habitat areas, artificial wildlife waterway devices, streamflows, springs and waterholes, and stream channels (clearing of debris) to protect fish and wildlife resources;
- (j) Fish stocking by the California Department of Fish and Game;
- (k) Division of existing multiple family rental units into condominiums;
- (l) Demolition and removal of buildings and related structures except where they are of historical, archaeological or architectural consequence as officially designated by Federal, State or local governmental action.

Class 2: Replacement or Reconstruction. Class 2 consists of replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose, building coverage and capacity as the structure replaced, including but not limited to:

- (a) Replacement or reconstruction of existing schools and hospitals to provide earthquake resistant structures which do not increase capacity more than 50%;
- (b) Replacement of a commercial structure with a new structure of substantially the same size and purpose;
- (c) Replacement of single family dwellings, duplexes and apartments which conform to applicable zoning regulations;
- (d) Replacement of public buildings and facilities of substantially the same size and purpose;
- (e) Replacement of trees or landscaping;

Class 3: New Construction of Small Structures. Class 3 consists of construction and location of single, new facilities or structures and installation of new equipment and facilities including but not limited to:

- (a) Single family residences not situated in the same general area;
- (b) Motels, apartments, and duplexes designed for not more than four dwelling units if not situated in the same general area;
- (c) Stores, offices, and restaurants if designed for an occupant load of 20 persons or less, if not situated in the same general area;
- (d) Water main, sewage, electrical, gas and other utility extensions of reasonable length to serve such construction;
- (e) Accessory (appurtenant) structures including garages, carports, patios, swimming pools and fences;
- (f) Additions to single family, duplex, and apartment buildings in conformance with applicable zoning regulations provided they are not situated in the same general area;
- (g) Additions to commercial buildings in accordance with applicable zoning regulations provided they are not situated in the same general area.

Class 4: Minor Alterations to Land. Class 4 consists of minor public or private alterations in the condition of land, water and/or vegetation, including but not limited to:

- (a) Minor grading on land with a slope of less than 10 percent, except where it is to be located in a waterway, in any wetland, in an officially designated (by Federal, State or local governmental action) scenic area, or in officially mapped areas of severe geologic hazard;
- (b) Minor new gardening or landscaping but not including tree removal;
- (c) Minor filling of earth into previously excavated land with material compatible with the natural features of the site;
- (d) Minor alterations in land, water and vegetation on existing officially designated wildlife management areas of fish production facilities which result in improvement of habitat for fish and wildlife resources or greater fish production;
- (e) Minor temporary uses of land having negligible or no permanent effects on the environment, including carnivals, sales of Christmas trees, etc.;
- (f) Minimal tree removal required for the construction of small structures or of dead or hazardous trees.
- (g) Minimal tree removal and planting in conjunction with other approved "Minor Alterations to Land" except temporary uses, as defined in "(e)" above.

Class 5: Alterations in Land Use Limitations. Class 5 consists of minor alterations in land use limitations, except zoning, including but not limited to:

- (a) Minor lot line adjustments, side yard and setback variances not resulting in the creation of any new parcel nor in any change in land use or density;
- (b) Issuance of minor encroachment permits
- (c) Sign review variances as defined in the applicable sign ordinance.
- (d) The keeping of animals in accordance with Municipal Code

Class 6: Information Collection. Class 6 consists of basic data collection, research, experimental management and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource. These may be for strictly information gathering purposes, or as part of a study leading to an action which a public agency has not yet approved, adopted or funded.

Class 7: Regulatory Actions for Protection of Natural Resources. Class 7 consists of actions taken by regulatory agencies, as authorized by state law or local ordinance, to assure the maintenance, restoration, or enhancement of a natural resource, including but not limited to wildlife preservation.

Class 8: Regulatory Actions for the Protection of the Environment. Class 8 consists of actions taken by regulatory agencies, as authorized by state law or local ordinance, to assure the maintenance, restoration, enhancement, or protection of the environment.

Class 9: Inspections. Class 9 consists of activities limited entirely to inspection, to check for performance of an operation, or quality, health or safety of a project, including related activities such as inspection for possible mislabeling, misrepresentation or adulteration of products.

Class 10: Loans. Class 10 consists of loans made by the Department of Veterans Affairs under the Veterans Farm and Home Purchase Act of 1943.

Class 11: Accessory Structures. Class 11 consists of construction, or placement of minor structures accessory to (appurtenant to) existing commercial, industrial, or institutional facilities, including but not limited to:

- (a) On-premise signs
- (b) Small parking lots

Class 12: Surplus Government Property Sales. Class 12 consists of sales of surplus government property except for parcels of land.

PROCEDURES FOR PROCESSING ENVIRONMENTAL IMPACT REVIEWS

A. INITIAL

Any project, as defined in Public Resource Code 21065; Title 14 of the California Administrative Code, Section 15037 which requires governmental action, must be assessed by the City of San Anselmo for its environmental impact. The Planning Department has developed a procedure for assessing environmental impact which will be followed by all city departments.

1. Ministerial Acts are exempt. The individual issuing the permit or license shall be responsible for making this determination. (See List)

2. If the act is not Ministerial, information as to the nature of the project is required of the applicant. This information is checked against a list of Categorical Exemptions by the receiving official in Public Works, or other city department. If the project qualifies for an exemption, a form (EIR-1) is attached to the applicant's documents and is signed by the receiving official. The project then is processed through the normal channels, with the EIR-1 document attached as evidence that the project is Categorically Exempt. Other city officials may disagree with the findings on EIR-1 and call for the next step.

3. If the receiving official observes that the project does not qualify for a Categorical Exemption, an environmental impact review must be made. The preparation of this assessment will be coordinated by the Planning Department; therefore, the applicant should be directed to contact Planning after Step 2 above fails to produce a Categorical exemption. The receiving official gives the applicant an Environmental Worksheet (attached form EIR-2a) which the applicant will then fill out and return to the Planning Department. EIR-2a applications for private projects must be accompanied by a \$50.00 fee.

4. The Planning Department will then check the documents provided by the applicant and assess, on form EIR-2 attached, whether or not the project would have significant effect on the environment. Ordinarily a field check will be necessary. If the effect is not deemed to be significant, the Planning Department official signs the declaration on EIR-2 and attaches it to the applicant's documents. The project then is processed through the normal channels, with EIR-2 attached. The determination will be forwarded to the other local or areawide agencies for their comments, allowing 15 days for reply. Each city department or agency which reviews the project must sign EIR-2 to indicate that it also has considered the environmental impact. They may disagree with the Planning Department's assessment and submit a supplemental letter on the points of disagreement.

B. NEGATIVE DECLARATION

1. Notice of a Negative Declaration (attached form EIR-2b) will be forwarded to the applicant and prominently posted on a public bulletin board located in front of City Hall. A copy of the Negative Declaration shall also be filed with the County Clerk.

2. In cases of "Negative Declaration", any mandatory time limits for action on the application shall be extended for the period of time necessary to render the "Notice of Declaration". (Form EIR-2b Suppl.)

3. Hearings will be held if a protest of the "Negative Declaration" is received in writing within 10 days of posting and filing with the County Clerk. Protests on the finding shall be addressed to the Planning Dept., P.O. Box 247, San Anselmo, California, 94960. The hearing shall be held at the time and place designated in the "Negative Declaration", but not less than ten (10) days after the Notice of "Negative Declaration" is posted and filed with the County Clerk.

If the application is otherwise required to be heard by the Planning Commission, a public hearing on the protest to a "Negative Declaration" will be held by the Planning Commission at the same time as the hearing on the project; otherwise, a public hearing will be conducted on the "Negative Declaration" as a separate agenda item.

4. The Planning Commission shall render a decision on the protest at the conclusion of the hearing or may continue the matter for not more than twenty-one (21) days. The decision may be appealed by any person to the City Council. Appeals shall be written and must be filed with the City Clerk within ten (10) days after the decision is rendered.

5. The Planning Commission shall render a decision on a protest to the "Negative Declaration" prior to its decision on the application.

6. If, as a consequence of the hearing or an appeal, a finding of negative impact is not sustained, an Environmental Impact Report shall be required.

7. Upon completion of the hearings or an appeal on the "Negative Declaration" a "Notice of Determination" (EIR-2b-Suppl.) shall be filed with the County Clerk, unless an Environmental Impact report is to be required.

8. No permit, license, lease, certificate, or other entitlement for use shall be issued until the appeal period has expired, or, in the event of appeal, until appellate determination is reached.

C. ENVIRONMENTAL IMPACT REPORT (EIR) REQUIRED

1. If it is determined that an EIR is required, the applicant shall be informed by mail forthwith that an EIR must be completed before the application can be considered.

2. If an EIR is required, any mandatory time limits for action on the application shall be extended for the period of time necessary to prepare and act on a satisfactory EIR.

3. The planning division will determine the manner in which the draft EIR will be prepared. A draft EIR may be prepared by City staff, independent consultants, selected and approved by the City or a combination of the foregoing. The applicant shall be informed of the estimated cost and procedures involved. The applicant may be required to submit data and information necessary for the preparation of the EIR.

4. The applicant must, upon request, deposit with the City the total amount of any estimated costs which the City may incur to procure and process the report. Separate cost accounts for each application will be kept by the department processing the application. The applicant will be charged \$150.00 (or 10 percent of the cost of the report, whichever is greater) processing, review, and hearing fee plus the actual cost of preparing the report.

5. The EIR shall consist of an objective and accurate analysis of the environmental effects of the project and contain, where applicable, the information set forth in Article 9, Chapter 3, Division 6, Title 14 of the California Admin. Code including Economic and Social Effects.

6. Upon completion, the draft EIR shall be filed with the Planning Department who shall file a Notice of Completion (EIR-3b) with the Secretary of the Resources Agency and circulate the EIR in accordance with Section 15085 of Title 14 of the California Administrative Code. Any comments elicited through this process shall be appended to the Draft EIR.

7. Copies of the Draft EIR shall be available for review by members of the public and other agencies for a reasonable period of time, but not less than fifteen (15) days. Any person may purchase a copy of the Draft EIR from the Planning Division at reproduction costs. A total minimum period of thirty (30) days shall be permitted for review and comments between the filing of the "Notice of Completion" and the public hearing on the project. A staff recommendation will be made to the Planning Commission on Form EIR-4.

8. Thereafter, a public hearing shall be conducted on the Draft EIR by the Planning Commission (concurrently with the project hearing if one is required).

9. Notice shall be given of all public hearings on Draft Environmental Impact Reports as follows:

(a) If public notice of the hearing on the project is not otherwise required by law, a notice of the hearing on the Draft EIR shall be prominently posted on the public bulletin board located in front of the City Hall, for a minimum period of thirty (30) days prior to the date of hearing.

(b) If public notice of a hearing on the project is required by law, notice of the hearing on the Draft EIR shall be included in all notices of the project hearing in addition to posting as in (a) above.

10. At the hearing, members of the public shall be afforded an ample opportunity to express their opinion concerning the contents or adequacy of the Draft EIR, orally or in writing.

11. The essence of statements regarding the Draft EIR shall be recorded in the minutes of the hearing and incorporated as part of the addendum to the Draft EIR. At the conclusion of the hearing or any continuance thereof, a final EIR shall be adopted.

12. The Final EIR shall consist of:

(a) The Draft EIR, as supplemented by the statements received at the hearing and the comments received from public agencies.

(b) Where appropriate, evaluation of or responses to agency and other public commentary.

(c) Any modifications or additional data the hearing agency deems necessary to provide an adequate environmental review of the project.

13. The final EIR shall be considered by the agency or department which has the responsibility of approving, approving with conditions, or denying the project.

14. Thereafter, a Notice of Determination (EIR-4b) shall be filed with the County Clerk in accordance with law.

15. Any person may appeal any determination made hereunder by the City Staff or the Planning Commission directly to the City Council. Appeals must be in writing and shall be filed with the Clerk of the City Council within ten (10) days following such determination.


16. No permit, license, lease, certificate, or any other entitlement for use shall be issued until the appeal period has expired, or in the event of appeal, until appellate determination is reached.

17. Any lawsuit seeking to set aside or annul any decision made pursuant to these regulations must, unless otherwise provided by law, be instituted within thirty (30) days after said decision is made.

\* \* \* \* \*

I HEREBY CERTIFY that the foregoing resolution was duly and regularly adopted by the City Council of the City of San Anselmo, Marin County, State of California, at a regular meeting thereof, held on June 12, 1973 by the following vote:

- AYES: Councilmen Anderson, Capurro, Blinder, Perry, Stewart
- NOES: Councilmen None
- ABSENT: Councilmen None

  
Helen Ragan, City Clerk





FEE - \$50.00 Upon Submittal to Planning Division

ENVIRONMENTAL REVIEW WORKSHEET AND APPLICATION  
(To be Completed by Applicant)

Date \_\_\_\_\_

Project Name/Location \_\_\_\_\_

Zoning at Site \_\_\_\_\_

Sponsoring Person/Agency \_\_\_\_\_

Address and Telephone of Sponsor \_\_\_\_\_

Application for \_\_\_\_\_

(e.g., building permit, use permit, zoning change, subdivision, etc.)

Project Description

Give a detailed description of the proposed project so that the Planning Division may assess its environmental effect. It is possible that more information will be required. Include the following in your description:

1. Size of site (square feet) \_\_\_\_\_

2. Proposed use \_\_\_\_\_

3. Number of occupants, residents, or employees expected \_\_\_\_\_

4. Number of units (if residential) \_\_\_\_\_

5. Size of building: total floor space \_\_\_\_\_; no. of floors \_\_\_\_\_

6. Expected sale price or rental price of units or building \_\_\_\_\_

7. Number of vehicles expected daily; changes in circulation pattern expected.

8. Percentage of site to be covered by buildings \_\_\_\_\_

9. Percentage of site to be covered by pavement \_\_\_\_\_

10. Utilities and public service facilities to be added (include outside lighting) \_\_\_\_\_

11. Toxic wastes to be discharge and amount \_\_\_\_\_

12. Expected amount of water usage \_\_\_\_\_ gal./day; Peak \_\_\_\_\_ gal./min.

- 13. Expected amount of electrical usage, peak \_\_\_\_\_ kw
- 14. Expected amount of gas usage \_\_\_\_\_ cu. ft./hr.
- 15. Source, type and amount of air pollutant emission (smoke, odors, steam, gases, water vapor, dust, chemicals) \_\_\_\_\_  
\_\_\_\_\_
- 16. Type of noise to be generated from both inside and outside sources \_\_\_\_\_  
\_\_\_\_\_
- 17. Provisions for drainage from site of (a) rain and irrigation water runoff; (b) sewage \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 18. Changes in land form proposed, as a result of grading for building, streets, driveways, parking, etc. \_\_\_\_\_  
\_\_\_\_\_
- 19. Cubic yardage/and location of grading proposed \_\_\_\_\_  
\_\_\_\_\_
- 20. Proposed disposition of excavated material \_\_\_\_\_  
\_\_\_\_\_
- 21. Permits required from other agencies (state or federal governments, special districts as Marin Municipal Water District, Sanitary District #1, Bay Area Air Pollution Control District) etc. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 22. Project plans needed for review.
  - a. Site Plan
  - b. Floor Plans
  - c. Elevations
  - d. Landscaping Plan and/or Geologic
  - e. Soils/Report

Environmental Description

- 1. Present use of site \_\_\_\_\_  
\_\_\_\_\_
- 2. Condition of ground (e.g., paved, ploughed, grass-covered, tree and/or bush-covered) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 3. Slope of ground at site \_\_\_\_\_
- 4. Geologic description of site
  - a. Location in relation to known earthquake faults \_\_\_\_\_
  - \_\_\_\_\_
  - b. Type of bedrock and soils \_\_\_\_\_
  - \_\_\_\_\_
  - c. Soil stability \_\_\_\_\_
- 5. Direction of drainage; history of flooding in area; nearest watercourse and its condition \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 6. Existing plant and animal life \_\_\_\_\_
- \_\_\_\_\_
- 7. Land uses adjacent to site.
  - a. Type of land use (residential, commercial, other) \_\_\_\_\_
  - \_\_\_\_\_
  - b. Approximate age of structures; architectural style \_\_\_\_\_
  - \_\_\_\_\_
  - c. Neighborhood characteristics (ethnic make-up, average age of residents) \_\_\_\_\_
- 8. Traffic patterns in area (e.g., residential only, business, industrial, through streets) \_\_\_\_\_
- \_\_\_\_\_
- 9. Proximity to major traffic route \_\_\_\_\_
- 10. Public facilities in area (parks, libraries, schools, other) \_\_\_\_\_
- \_\_\_\_\_
- 11. Structures presently on site \_\_\_\_\_
- \_\_\_\_\_
- 12. Characteristics of scenic or aesthetic interest at and near to site \_\_\_\_\_
- 13. Noise character of area (include significant existing sources) \_\_\_\_\_
- \_\_\_\_\_

Prepared by \_\_\_\_\_

Date \_\_\_\_\_

Estimated Total Cost of Project \$ \_\_\_\_\_

PLEASE RETURN ENVIRONMENTAL DOCUMENTS TO PLANNING DEPARTMENT, CITY OF SAN ANSELMO

WITH AN ENVIRONMENTAL ASSESSMENT EVALUATION FEE OF \$50.00

\_\_\_\_\_  
Applicant's Name and Address

\_\_\_\_\_  
Type of Project

\_\_\_\_\_  
Location or Parcel Number

\_\_\_\_\_  
Date Received

An environmental impact report must be made for any activity which may have any nontrivial effect on the environment. Effects include environmental consequences of both primary and secondary nature.

The following questions shall be used as guidelines to decide whether to make a negative declaration or an environmental impact report. (If answer is unknown, write "unknown" in yes/no column.)

GENERAL

	<u>YES</u>	<u>NO</u>
1. Could the project significantly change present uses of the project area? (See Notes)	_____	_____
2. Does the project significantly conflict with applicable general plans, specific plans and the Marin Countywide Plan? (See Notes)	_____	_____
3. Could the project affect the use of a recreational area, or area of important visual value?	_____	_____
4. Will any natural or man-made features in the project area which are unique, that is, not found in other parts of the County, State or Nation, be affected? (See Notes)	_____	_____
5. Will the project involve construction of facilities on a slope of 25 percent or greater?	_____	_____
6. Will the project involve construction of facilities in an area of geologic hazards?	_____	_____
7. Could the project change existing features or involve construction in any flood plain, lagoon, bay, tideland, marsh or watercourse?	_____	_____
8. Is the project, as part of a larger project, one of a series of cumulative actions, which although individually small, may as a whole have significant environmental impact?	_____	_____

PHYSICAL OR BIOLOGICAL

9. Does the project area or the project site serve as a habitat, food source, nesting place, source of water, etc. for rare or endangered wildlife or fish species?	_____	_____
10. Could the project significantly affect fish, wildlife, or plant life?	_____	_____
11. Are there any rare or endangered plant species in the project area?	_____	_____
12. Will the project remove substantial amounts of vegetation including ground cover?	_____	_____

- |   | <u>YES</u> | <u>NO</u> |
|---|------------|-----------|
| 13. Could the project affect existing creekbanks, landforms, or other physical feature of significance? | _____      | _____     |
| 14. Could the project result in significant change in the hydrology of the area? (See Notes)            | _____      | _____     |

SOCIAL

- |  |       |       |
|--|-------|-------|
| 15. Could the project significantly affect the functioning of an established community? (See Notes)  | _____ | _____ |
| 16. Could the project result in the displacement of community residents?   | _____ | _____ |
| 17. Could the project significantly affect an historical or archeological site or its setting? (See Notes)   | _____ | _____ |
| 18. Could the project serve to encourage development of presently undeveloped areas or intensify development of already developed areas? (See Notes) | _____ | _____ |
| 19. Is there appreciable opposition to the project or is it likely to be controversial?  | _____ | _____ |

HEALTH

- |   |       |       |
|---|-------|-------|
| 20. Will the project create new or aggravate existing health hazards?   | _____ | _____ |
| 21. Will the project involve the application, use or disposal of potentially hazardous materials? (See Notes) | _____ | _____ |
| 22. Could the project generate significant amounts of dust?   | _____ | _____ |
| 23. Could the project generate significant noise?   | _____ | _____ |

ECONOMIC

- |  |       |       |
|--|-------|-------|
| 24. Could the project significantly affect the potential use, extraction, or conservation of a natural resource? (See Notes) | _____ | _____ |
| 25. Could the project result in damage to soil capability or loss of agricultural land?                                      | _____ | _____ |
| 26. Will the project affect the economy of the City or area, both short range and long range?                                | _____ | _____ |
| 27. Additional remarks: _____  |       |       |
| _____  |       |       |
| _____  |       |       |
| _____  |       |       |
| _____  |       |       |

Form Completed \_\_\_\_\_, by \_\_\_\_\_  
(date)

Department \_\_\_\_\_

Reviewed by \_\_\_\_\_, on \_\_\_\_\_  
(date)

Department \_\_\_\_\_

Reviewed by \_\_\_\_\_, on \_\_\_\_\_  
(date)

Department \_\_\_\_\_

Reviewed by \_\_\_\_\_, on \_\_\_\_\_  
(date)

Department \_\_\_\_\_

Returned to initiating department \_\_\_\_\_,  
(date)

Received by \_\_\_\_\_

Based on the above review, it is found that an environmental impact statement is required.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

NEGATIVE DECLARATION

Based on the above review, (and the statement below), it is found that this project does not cause any significant environmental effect.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

STATEMENT OF NO SIGNIFICANT ENVIRONMENTAL EFFECTS

For any points answered yes or "unknown", the reasons for a negative declaration are as follows:

NOTES

1. Could the project significantly change present uses of the project area?

The project area includes the immediate location of the project as well as more remote areas that may be directly or indirectly affected by construction and/or operation of the project. Change on project site only does not require yes.

2. Does the project significantly conflict with applicable general plans, specific plans and the Marin Countywide Plan?

This question should be considered with regard to:

Land Use  
Density  
Provision of low and moderate income housing  
Rate of growth  
Design of site  
Provision of needed facilities

4. Are any of the natural or manmade features in the project area unique, that is, not found in other parts of the County, State, or Nation?

Unique features include those areas, structures, biological phenomena, etc. that exhibit distinguishing characteristics not found in other areas, or only in a small number of other areas. Such features can be either good or bad for human health, safety, comfort, or convenience.

14. Could the project result in significant change in the hydrology of the area?

Examples include but are not limited to alterations of drainage channels, watershed lands, water storage, surface run-off, turbidity and sediment loads.

15. Could the project affect the functioning of an established community?

Examples include but are not limited to:

Changes in traffic patterns.  
Effects on access within the community to commercial establishments, schools, parks, etc.  
Introduction of activities not presently found within the community.

17. Could the project significantly affect an historical or archaeological site or its setting?

The setting of such sites includes surrounding areas, the nature of which are important to the understanding and enjoyment of the site itself.

18. Could the project serve to encourage development of presently undeveloped areas or intensify development of already developed areas?

Examples include the introduction of facilities such as streets, roads, water mains or sewerage lines in such a manner as to facilitate development or intensification of the use of an area.

NOTES  
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21. Will the project involve the application, use, or disposal of potentially hazardous materials?

Examples include but are not limited to pesticides, toxic substances and radioactive wastes.

24. Could the project significantly affect the potential use, extraction, or conservation of a scarce natural resource?

Examples include, but are not limited to:

Developments which effectively preclude the extraction of the region's rock, sand, gravel, or other mineral resources.

Uses which effectively preclude the multiple use of regional natural resources in scarce supply.

Activities which tend to diminish the supply or availability of regional natural resources that are in scarce supply.



DEPARTMENT OF PUBLIC WORKS  
PLANNING DIVISION  
CITY OF SAN ANSELMO  
P.O. BOX 247  
SAN ANSELMO, CA 94960

County Clerk  
Marin County Civic Center  
San Rafael, CA

NOTICE OF NEGATIVE DECLARATION REGARDING ENVIRONMENTAL IMPACT

1. DESCRIPTION OF PROJECT: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Complete plans and specifications are available for public inspection at the office of the department designated above.

2. NAME AND ADDRESS OF APPLICANT: \_\_\_\_\_  
 \_\_\_\_\_

3. Pursuant to the provisions of the California Environmental Quality Act of 1970 (Public Resources Code Sections 21100, et seq.), the City of San Anselmo has determined that the above project will not have a significant effect upon the environment. An environmental impact report will not be required unless written protest is received prior to \_\_\_\_\_ 19\_\_\_\_ (10 days). If protests are received a public hearing on this determination will be conducted by the San Anselmo Planning Commission

on \_\_\_\_\_, 19\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_ M. in the Council Chambers, City Hall, San Anselmo, CA 94960, at which time any persons who wish to appear will be afforded the opportunity to express their views on the question of whether a report should be required.

4. Any persons who are unable to attend the hearing who wish to express their views on this issue may do so in writing prior to the date of the hearing. No hearing will be held unless there is a written protest received prior to the date in "3" above.

DATED: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Typed Name)

\_\_\_\_\_  
(Position)

\_\_\_\_\_  
(Department)

ENVIRONMENTAL  
DOCUMENT

CITY OF SAN ANSELMO  
DEPARTMENT OF PUBLIC WORKS  
DIVISION OF PLANNING

EIR-2b - Suppl.  
or EIR-4b

County Clerk  
Marin County Civic Center  
San Rafael, California

NOTICE OF DETERMINATION

1. Description of Project: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. The above project was \_\_\_\_\_ by the \_\_\_\_\_  
Approved or Denied  
\_\_\_\_\_ at a meeting held on \_\_\_\_\_,  
the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, at \_\_\_\_\_ o'clock p.m. in  
Council Chambers, City Hall, San Anselmo, California, 94960.

3. An environmental impact report \_\_\_\_\_ required since the  
was, was not  
project was found to \_\_\_\_\_ a significant effect on the  
have, not have  
environment.

\_\_\_\_\_  
PLANNING DIRECTOR

DATE: \_\_\_\_\_

STATE OF CALIFORNIA  
The Resources Agency  
SECRETARY FOR RESOURCES  
1416 Ninth Street, Room 1311  
Sacramento, California 95814

NOTICE OF COMPLETION  
CITY OF SAN ANSELMO  
Planning Division

Project Title \_\_\_\_\_

Address \_\_\_\_\_ San Anselmo, Marin, 94960  
City County Zip

Contact Person \_\_\_\_\_ Area Code \_\_\_\_\_ Phone \_\_\_\_\_ Ext. \_\_\_\_\_

PROJECT DESCRIPTION OF NATURE, PURPOSE, AND BENEFICIARIES

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

San Anselmo \_\_\_\_\_ Marin \_\_\_\_\_  
Project Location City Project Location County

Time Period Provided for Review \_\_\_\_\_

Address Where Copy of Draft EIR is Available \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PUBLIC HEARING:

A hearing on this project and EIR will be held on  
\_\_\_\_\_, the \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_\_,  
by the Planning Commission \_\_\_\_\_ in the San Anselmo City Council  
Chamber at \_\_\_\_\_ P.M.

\_\_\_\_\_  
PLANNING DIRECTOR

Date: \_\_\_\_\_

ENVIRONMENTAL DOCUMENTS  
SAN ANSELMO

ACTION MEMORANDUM  
ENVIRONMENTAL IMPACT REPORT SUMMARY

An Environmental Impact Report has been prepared by the Planning Department of the City of San Anselmo because it has been determined that significant environmental effect may result if the project in question is implemented.

Name of Project \_\_\_\_\_

Location \_\_\_\_\_

Fee Paid \$ \_\_\_\_\_ \*plus cost of preparing report. \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Documents attached: Environmental Review Checklist EIR-2 \_\_\_\_\_  
 Environmental Review Worksheet EIR-2a \_\_\_\_\_  
 Environmental Impact Report \_\_\_\_\_  
 Supplemental EIR \_\_\_\_\_

Recommendation by Planning Division based on environmental factors only:

Approval of the project as proposed is recommended:

- Because it will not have an adverse effect on the environment.
- Because its beneficial impact outweighs its adverse impact.
- If the conditions listed in the EIR are imposed.

Denial of the project as proposed is recommended:

- Because its adverse impact outweighs its beneficial impact.
- Because a feasible alternative exists with a lesser adverse impact.

Action following public hearing:

- Project approved as proposed.
- Project approved subject to conditions.
- Project denied.

Planning Director \_\_\_\_\_

Date \_\_\_\_\_

\* \$150.00 or 10% of report cost, whichever is greater for processing and hearing costs.