

M E M O

To: Board of Directors

From: District Manager

Subject: Revisions to the San Lorenzo Valley Water District
CEQA Implementation Guidelines

Date: August 10, 2005

RECOMMENDATION:

It is recommended that the Board of Directors review this memo and adopt the attached resolution.

BACKGROUND:

The California Environmental Quality Act (CEQA) was first adopted into law in 1970. The purpose of the law is to inform decision makers about the potential environmental impacts of a project, identify ways to reduce the impacts, identify alternatives to the project and to disclose to the public the reasons for a project approval. CEQA applies to all projects undertaken by a public agency, funded by a public agency or permitted by a public agency.

State CEQA Guidelines require public agencies to adopt guidelines to implement CEQA. California Code of Regulations, Title 14, Section 15022(a) states "Each public agency shall adopt objectives, criteria and specific procedures consistent with CEQA and these guidelines for administering its responsibilities under CEQA including the orderly evaluation of projects and preparation of environmental documents". Pursuant to state CEQA Guidelines, on May 14, 1973 the District adopted a set of local guidelines to implement CEQA in the District. See Attachment 1.

The District's adopted guidelines essentially paraphrased the general provisions of the law. The District's CEQA Implementation Guidelines have not been updated since the original date of adoption. However, over the past 32 years the state CEQA Guidelines has been amended on several occasions. District staff has relied on the state CEQA Guidelines to supplement the 1973 version of the District's CEQA Implementation Guidelines when undertaking CEQA activities.

Pursuant to California Code of Regulations, Title 14, Section 15022(d) "In adopting procedures to implement CEQA, a public agency may adopt the state CEQA Guidelines

through incorporation by reference. Pursuant to Section 15022(d), staff is recommending that the District rescind the District's own CEQA Implementation Guidelines adopted May 14, 1973 and adopt by reference the most current state CEQA Guidelines. In addition, it is recommended that the District adopt by reference all future state CEQA Guidelines as approved by the Office of Administrative Law. Adoption by the District of the current and all future state CEQA Guidelines would be more efficient and eliminate the need for continual revision to the District's own Guidelines. Adoption of the state CEQA Guidelines ensures that the long-term protection of the environment, consistent with the provision of state law, will be the guiding CEQA criteria for the District.

It is recommended that the Board of Directors review this memo and adopt the attached resolution.

James Mueller
District Manager

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SAN LORENZO VALLEY WATER DISTRICT

RESOLUTION NO. (05-06)

SUBJECT: REVISION OF RESOLUTION NO. 479 (72-73) ADOPTED MAY 14, 1973 AND ADOPTION BY REFERENCE, OF THE STATE OF CALIFORNIA CEQA IMPLEMENTATION GUIDELINES

WHEREAS, the California Environmental Quality Act (CEQA) was adopted in 1970; and

WHEREAS, implementation Guidelines, Section 15022(a) requires public agencies to adopt objectives, criteria, and specific procedures consistent with CEQA and the general provisions of the state CEQA Guidelines for administering its responsibilities under CEQA; and

WHEREAS, on May 14, 1973 the San Lorenzo Valley Water District adopted rules and regulations constituting local CEQA Implementation Guidelines; and

WHEREAS, on several occasions the State of California has amended and changed the CEQA Guidelines subsequent to May 14, 1973; and

WHEREAS, the San Lorenzo Valley Water District has been relying on the state CEQA Implementation Guidelines to supplement the May 14, 1973 San Lorenzo Valley Water District Implementation Guidelines; and

WHEREAS, it is necessary to revise the 1973 San Lorenzo Valley Water District CEQA Implementation Guidelines to provide consistency with the current state CEQA Guidelines; and

WHEREAS, pursuant to state CEQA Implementation Guidelines, Section 15022(d), a public agency may adopt the state CEQA Guidelines through incorporation by reference;

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the San Lorenzo Valley Water District hereby rescinds the May 14, 1973 San Lorenzo Valley Water District rules and regulations constituting local CEQA Implementation Guidelines and adopts the most current version and any future revisions to the state CEQA Guidelines (15000 et. seq.) as approved by the Office of Administrative Law, by reference for use in the San Lorenzo Valley Water District.

BE IT FURTHER RESOLVED, that adoption by reference of the state CEQA Implementation Guidelines is exempt from further CEQA review pursuant to

Section 15061(b)(3) which exempts projects that can be seen to not cause a significant adverse effect on the environment.

* * * * *

PASSED AND ADOPTED by the Board of Directors of the San Lorenzo Valley Water District, County of Santa Cruz, State of California, on the 18th day of August, 2005, by the following vote of the members thereof:

AYES:

NOES:

ABSENT:

District Secretary
San Lorenzo Valley Water District

Attachment

RESOLUTION NO. 479

SUBJECT: RULES AND REGULATIONS CONSTITUTING LOCAL GUIDELINES OF THE SAN LORENZO VALLEY COUNTY WATER DISTRICT IMPLEMENTING THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, AS AMENDED.

WHEREAS, the State of California has adopted the California Environmental Quality Act, and

WHEREAS, the California Resources Agency has adopted Guidelines for the implementation of the Act, and

WHEREAS, the District is directed by law to adopt local guidelines for the implementation of the Act and the Guidelines of the California Resources Agency,

THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN LORENZO VALLEY COUNTY WATER DISTRICT that

1. The Rules and Regulations Constituting Local Guidelines of the San Lorenzo Valley County Water District Implementing the California Environmental Quality Act, as Amended, a copy of which is attached hereto and incorporated herein by reference, are hereby adopted as the local guidelines of the District pursuant to the California Environmental Quality Act, and

2. There shall be added as a supplement to Article 3 of the San Lorenzo Valley County Water District Water Ordinance the following sections:

"R3-63. Environmental Quality - Rules and Regulations. The Rules and Regulations Constituting Local Guidelines of the San Lorenzo Valley County Water District Implementing the California Environmental Quality Act, as Amended are hereby adopted and made a part of these regulations by reference.

R3-64. Id. - Official copies. Three copies of the Rules

and Regulations Constituting Local Guidelines of the San Lorenzo Valley County Water District Implementing the California Environmental Quality Act, as Amended shall be certified by the Secretary and shall be retained on file in the office of the District for the use and examination by the public."

* * * * *


I hereby certify that the foregoing resolution was duly and regularly adopted and passed by the Board of Directors of the San Lorenzo Valley County Water District, Santa Cruz County, California, at a meeting thereof held on the 14th day of May, 1973, by the following vote of the members thereof:

AYES, and in favor thereof, Directors:

BAKER, PARADY, SPRINGER, PETERSON, BRIMBLECOM

NOES, Directors: NONE

ABSENT, Directors: NONE


Secretary, Board of Directors of
the San Lorenzo Valley County
Water District

APPROVED:


President of the Board

RULES AND REGULATIONS CONSTITUTING
LOCAL GUIDELINES OF THE
SAN LORENZO VALLEY COUNTY WATER DISTRICT
IMPLEMENTING THE

CALIFORNIA ENVIRONMENTAL QUALITY ACT, AS AMENDED

Adopted as Section R3-51 pursuant to ARTICLE 1,
Section 2, of the
San Lorenzo Valley County Water District Water Ordinance.

Denotes State
Guidelines
Section.

ARTICLE I - GENERAL

- (15005) Section 1. Purposes. These rules and regulations implement the purposes and provisions of the California Environmental Quality Act of 1970 as amended by Chapter 1154 of the Statutes of 1972 (hereinafter referred to as "CEQA") and the Guidelines for Implementation of the CEQA of 1970 which have been adopted by the California Resources Agency (hereinafter referred to as "Guidelines"). The enhancement and long-term protection of the environment and the encouragement of public participation in achieving these goals are objectives of this measure.
- (15012) Section 2. Objectives. From time to time and under circumstances as outlined by these rules and regulations, a document known as an environmental impact report (hereinafter referred to as an EIR) must be prepared as a prerequisite to approval of a project. The function of an EIR is to inform the Board of Directors before a project is approved. The Board retains existing authority to balance environmental objectives with economic, social and other relevant objectives of the proposed project.

ARTICLE II - APPLICABILITY

Section 3. Scope of Applicability. These rules and regulations apply to all projects which may have a significant effect on the environment involving discretionary decision-making on the part of the District, and which do not fall within any class of categorical exemptions set forth in Article 8 of the Guidelines and in Article VII hereof, are not emergency projects within the meaning of Article IV hereof, and which do not constitute feasibility or planning projects as described in Article V hereof.

- (15032) Section 4. Ministerial Projects.
(15073)

A. These rules and regulations do not apply to ministerial projects approved by the District. Generally speaking, a

ministerial project is one requiring approval by the District as a matter of law or one involving minimal independent exercise of judgment by the District as to its wisdom or propriety. Examples of such projects include, but are not limited to, individual utility service connections and disconnections, agreements to install intract utility facilities to subdivisions, development of which has been approved by other appropriate governmental agencies, and utility service connections and disconnections to potential customers within such subdivision.

B. The decision as to whether or not a proposed project is ministerial in nature, and thus outside the scope of this enactment, shall be made by the District on a case-by-case basis.

ARTICLE III - DEFINITIONS

Whenever the following terms are used in these rules and regulations, they shall have the following meaning unless otherwise expressly defined:

(15020) Section 5. Approval means a decision by the District which commits it to a definite course of action with regard to a particular project. As respects any project to be undertaken directly by the District, approval shall be deemed to occur on the date the Board adopts a resolution making the determination to proceed with a project, which in no event shall be later than the date of adoption of plans and specifications. As respects private projects defined in Section 21 A (2) and (3), approval shall be deemed to occur upon the earliest commitment to issue or the issuance by the District of a discretionary contract, grant, subsidy, loan, or other form of financial assistance, lease, permit, license, certificate, or other entitlement for use of the project. The mere acquisition of land by the District, on the other hand, shall not in and of itself be deemed to constitute approval of a project.

Section 6. Board means the Board of Directors of the San Lorenzo Valley County Water District.

(15023) Section 7. Categorical Exemption means an exemption from the requirement of preparing a negative declaration or an EIR even though the proposed project is discretionary in nature, as more particularly described in Article VII infra.

(15024) Section 8. Discretionary Project means a project approval of which requires the exercise of independent judgment, deliberation or decision-making on the part of the District.

Section 9. District means the San Lorenzo Valley County Water District.

- (15025) Section 10. Emergency means a sudden and catastrophic calamity, caused by an occurrence or combination of occurrences of statewide or local impact such as fire, flood, landslide, earthquake, or other natural disaster, riot, war, accident, sabotage.
- (15026) Section 11. Environment means the physical conditions which exist in the area which will be affected by a proposed project including land, air, water, minerals, flora, fauna, ambient noise, objects of historic or aesthetic significance.
- (15027) Section 12. EIR means a detailed statement setting forth the matters specified in Section 21100 of the Public Resources Code as more particularly described hereinafter in Section 30.
- (15028) Section 13. EIS - Environmental Impact Statement means an EIR prepared pursuant to the National Environmental Policy Act (NEPA).
- (15029) Section 14. Feasible means capable of being accomplished in a successful manner by reasonably available, economic, and workable means.
- Section 15. Guidelines mean the Guidelines for Implementation of the CEQA of 1970 adopted by the California Resources Agency as they now exist or hereafter may be amended.
- (15030) Section 16. Lead Agency means the public agency which has the principal responsibility for carrying out or approving a project which may have a significant effect on the environment where more than one public agency is involved with the same underlying activity.
- (15033) Section 17. Negative Declaration means a statement by the District that will carry out or approve a discretionary project and that such a project, although not categorically exempt, would not have a significant effect on the environment and therefore does not require an EIR. The term "Exemption Declaration" is interchangeable with the term "Negative Declaration".
- (15034) Section 18. Notice of Completion means a brief report filed with the Secretary for Resources as soon as a District has completed a draft EIR and is prepared to send out copies for review.
- (15035) Section 19. Notice of Determination means a brief notice to be filed by the District when it approves or determines to carry out a project which is subject to the requirements of CEQA.
- (15036) Section 20. Person includes any person, firm, association, organization, partnership, business, trust, corporation, company, district, county, city and county, city, town, the State, and any of the agencies' political subdivisions.

(15037) Section 21. Project

A. Project means the whole of an action, resulting in physical impact on the environment, directly or ultimately, that is any of the following:

- (1) an activity directly undertaken by the district;
- (2) an activity undertaken by a person which is supported in whole or in part through contracts, grants, subsidies, loans, or other forms of assistance from the District;
- (3) an activity involving the issuance by the District to a person of a lease, permit, license, certificate, or other entitlement for use.

B. Project does not include:

- (1) anything specifically exempted by state law;
- (2) proposals for legislation to be enacted by the State Legislature;
- (3) continuing administrative or maintenance activities, such as purchases for supplies, personnel-related actions, general policy and procedure making, e.g. setting of rates (except as they are applied to specific instances covered above), feasibility or planning studies;
- (4) the submittal of proposals to a vote of the people of the state or of a particular community, i.e., the district.

(15040) Section 22. Significant Effect means a substantial adverse impact on the environment.

Section 23. District's Staff means the District's Manager, and/or his designee, and Engineer of the District.

ARTICLE IV - EMERGENCY PROJECTS

(15072) Section 24. The following emergency projects do not require the preparation of a negative declaration or an EIR and thus, are outside the scope of these rules and regulations.

(a) Projects undertaken, carried out, or approved by a public agency to maintain, repair, restore, demolish or replace property or facilities damaged or destroyed as a result of a disaster in a disaster stricken area in which a state of emergency has been proclaimed by the Governor pursuant to Chapter 7 (commencing with Section 8550) of Division 1, Title 2 of the Government Code.

(b) Emergency repairs to any of the District's facilities necessary to maintain service.

(c) Projects undertaken as immediate action necessary to prevent or mitigate an emergency.

ARTICLE V - FEASIBILITY AND
PLANNING STUDIES

(15072) Section 25. Feasibility and planning studies of potential projects undertaken by the District are specifically excepted from the requirements of CEQA and thus are outside the scope of this Resolution, although such studies may contain considerations of environmental factors incident to the potential project.

ARTICLE VI - EVALUATING PROJECTS

(15080) Section 26. Initial Review for CEQA Exemptions.

A. Preliminary Review. At the outset a proposed activity shall be examined by the District's staff for the purpose of determining whether it is (1) a project as defined in Section 21 supra, (2) ministerial, (3) an emergency project as described in Article IV, supra (4) a feasibility and planning study as described in Article V, supra, (5) a categorical exemption as described in Article VII, infra, or (6) involves another agency which constitutes the lead agency primarily responsible for the carrying out of the project as described in Section 27, infra.

B. Staff Finding of No Exemption. If in the judgment of District's staff the proposed activity does not fall within one of the foregoing categories, it shall proceed with the project evaluation process as outlined in Section 27. Any person proposing to undertake a project as defined in Section 21 A.(2) or A.(3) (i.e. a private project) may present his objection to the staff's determination to the Board at its next regular or special meeting.

C. Staff Finding of Exemption. If in the judgment of the District's staff, a proposed activity does fall within one of the categories enumerated in Subparagraph A, it shall so find on a form entitled Preliminary Environmental Assessment, (a copy of which is attached hereto as Exhibit "A") unless such activity is specifically exempted in Section 4 or 31, or is otherwise declared by the Board not to require a written environmental assessment. If so declared or exempted no further environmental assessment shall be necessary and the proposed activity may be carried out in the manner routinely exercised by the District.

D. Retention of Preliminary Environmental Assessment; Availability for Inspection. The Preliminary Environmental Assessment shall be retained at the District's office as part of its usual record-keeping process, and it shall be made available for public inspection during all regular District office hours. Except as otherwise may be determined by the

Board, the date of completion and signing of the Environmental Impact Assessment by the Manager shall be deemed to constitute the date of approval of the activity.

(15065) Section 27. Lead Agency

A. Staff Determination of Lead Agency; Recommendation to Board. Upon a determination that a proposed activity is discretionary in nature and is not otherwise exempt, consideration shall be given by staff to whether another public agency is primarily responsible for carrying it out or approving it. Staff shall consider, among others, the following factors relating to the lead agency principle:

(1) the lead agency is the public agency with the greatest responsibility for supervising or approving the project as a whole; and

(2) the lead agency generally is the public agency with general governmental powers, rather than an agency with single or limited purposes which is involved with the project by reason of the need to provide a public service or utility service to the project, such as the District.

(3) when any property to be served by the district requires a change in zoning, conditional use permit, variance subdivision or tract approval or other land use permits or entitlements, the governmental agency responsible therefor shall be the lead agency.

B. Staff Finding that District is Agency with Primary Responsibility. If, in the judgment of the District's staff, the project does not involve another public agency which is the lead agency, it shall proceed with the project evaluation process as outlined in Section 28. Any person proposing to undertake a project as defined in Section 21 A (2) or A (3) (i.e. a private project) may present his objections to the Staff's determination to the Board at its next regular or special meeting.

C. Staff Finding that Another Public Agency is Lead Agency. If, in the judgment of the District's staff, the project does involve another public agency which is the lead agency, it shall so find and shall designate the lead agency on the aforementioned Preliminary Environmental Assessment. Unless otherwise required by the Board, no further environmental assessment shall be necessary.

(15065)(b) Whenever a determination is made that another public agency constitutes the lead agency for undertaking or approving a project, the District shall provide data, upon written request of the lead agency concerning all aspects of the District's activities required to furnish service to the project.

- (15065)(d) The Office of Planning and Research will resolve disputes among public agencies as to which is the lead agency.

Section 28. Initial Study Procedures

- (15080) A. Undertaking of Initial Study; by whom; submission of data; costs. Upon a determination that a project is discretionary and is not otherwise exempt, and that the District is the agency with primary responsibility for approval of the project, an initial study shall be undertaken for the purpose of ascertaining whether the proposed project may have a significant effect on the environment,

(1) As to projects defined in Article III, Section 21 A (1) of these rules and regulations, the initial study shall be undertaken by the District's staff or by private experts pursuant to contract with the District.

(2) As to projects defined in Article III, Section 21 A (2) and 21 A (3), the person or entity proposing to carry out the project shall submit all data and information as may be required by the District to determine whether the proposed project may have a significant effect on the environment. Such data and information shall consider all factors enumerated in subparagraph B infra. All costs incurred by the District in reviewing the data and information submitted by said person or entity, or in conducting its own investigation based upon such data and information for the purpose of determining whether the proposed project might have a significant effect on the environment shall be borne by the person or entity proposing to carry out the project.

- (15081) B. Evaluating Environmental Significance. In determining whether a project may have a significant effect on the environment, the district shall consider both primary and secondary consequences. Some examples of consequences which may have a significant effect on the environment are whether the project:

(1) is in conflict with environmental plans and goals that have been adopted by the community where the project is to be located;

(2) has a substantial and demonstrable negative aesthetic effect;

(3) substantially affects a rare or endangered species of animal or plant, or habitat of such a species;

(4) causes substantial interference with the movement of any resident or migratory fish or wildlife species;

(5) breaches any published national, state, or local standards relating to solid waste or litter control;

(6) results in a substantial detrimental effect on air or water quality, or on ambient noise levels for adjoining areas;

(7) involves the possibility of contaminating a public water supply system or adversely affecting ground water

(8) could cause substantial flooding, erosion or siltation;

(9) is subject to major geologic hazards;

(10) is likely to generate growth.

In most instances, affirmative findings as to any of the foregoing will require preparation of an EIR.

(15082)

C. Mandatory Findings of Significance. In every case where any of the following conditions are found to exist as a result of a project, the project will be found to have a significant effect on the environment:

(1) Impacts which have the potential to degrade the quality of the environment, curtail the range of the environment.

(2) Impacts which achieve short-term, to the disadvantage of long-term, environmental goals. A short-term impact on the environment is one which occurs in a relatively brief, definitive period of time while long-term impacts will endure well into the future.

(3) Impacts for a project which are individually limited, but cumulatively considerable. A project may impact on two or more separate resources where the impact on each resource is relatively small. If the effect of the total of those impacts on the environment is significant, an EIR must be prepared. This mandatory finding of significance does not apply to two or more separate projects where the impact of each is insignificant.

(4) The environmental effects of a project will cause substantial adverse effects on human beings, either directly or indirectly.

(15084)

D. Staff Recommendation; Board Action. Staff shall submit its recommendation as to whether a proposed project may or may not have a significant effect on the environment to the Board which recommendation shall be submitted on a form entitled Environmental Impact Assessment (a copy of which is attached hereto as Exhibit "B"). If the Board finds at a regular or special meeting that the proposed project will not have a significant effect on the environment, it shall order the preparation and filing of a negative declaration in accordance with the provisions of Section 29 infra. If, on the other hand, the Board finds that the proposed project

may have a significant effect on the environment, it shall order the preparation and filing of an EIR in accordance with the provisions of Section 30 infra.

- (15164) E. Public Participation. Members of the public may appear before the Board and present their views prior to the Board's determination under this section.

(15083) Section 29. Negative Declaration.

Following the initial study as described in Section 28, a negative declaration shall be prepared for all discretionary projects not otherwise exempt upon a finding by the Board that the project will not have a significant effect on the environment. The required contents of a negative declaration and the procedures to be followed in connection with the preparation thereof are as follows:

- (15083)(b) A. Contents. A negative declaration shall be a concise, one-page statement containing the following information:

- (1) a description of the project; and
- (2) a finding that the project will not have a significant effect on the environment.

- (15083)(b) B. Filing. Upon completion of a negative declaration, it shall be filed with the county clerk.

C. Posting Notice of Negative Declaration. Simultaneously with the filing of a negative declaration with the county clerk, the Manager shall cause to be posted at the District's office, a copy of the negative declaration.

- (15083)(b) D. Board Approval or Disapproval of Project. Following the filing of the negative declaration with the county clerk and posting thereof, but in no event sooner than fifteen days following the date of filing with the county clerk, the Board may consider the project at a regular or special meeting for purposes of approval or disapproval. Members of the public may appear before the Board and present their views prior to the Board's determination to approve or disapprove the project.

- (15083)(c) E. Notice of Determination. Following approval or disapproval of the project, the District shall cause to be prepared a Notice of Determination on a form attached hereto as Exhibit "C" which shall contain the following:

(1) the decision of the District to approve or disapprove the project;

(2) the determination of the District as to whether the project will or will not have a significant effect on the environment; and

(3) a statement of whether an EIR has been prepared.

(15083)(c) Said notice then shall be filed with the county clerk of the county or counties in which the project is located.

F. Posting Notice of Determination. Simultaneously with the filing of the Notice of Determination the District shall cause to be posted at the District's office a Notice of Determination.

G. Costs. As to projects covered by Article, III, Section 21 A (2) and (3), the person or entity proposing to carry out the project requiring approval by the District shall bear all costs incurred by the District in preparing and filing the Negative Declaration.

(15084) Section 30. Environmental Impact Reports

Following the initial study as described in Section 28, an EIR shall be prepared for all discretionary projects not otherwise exempt upon a finding by the Board that the project may have a significant effect on the environment. The required contents of an EIR and the procedures to be followed in connection with the preparation thereof are as follows in subparagraphs A, B, and C, infra.

(15141) A. Description of Project. The description of the project shall contain the following information but should not supply extensive detail beyond that needed for evaluation and review of the environmental impact.

(1) The precise location and boundaries of the proposed project shall be shown on a detailed map, preferably topographic. The location of the project shall also appear on a regional map.

(2) A statement of the objectives sought by the proposed project.

(3) A general description of the project's technical, economic, and environmental characteristics, considering the principal engineering proposals.

(15142) B. Description of Environmental Setting. An EIR must include a description of the environment in the vicinity of the project, as it exists before commencement of the project, from both a local and regional perspective. Knowledge of the regional setting is critical to the assessment of environmental impacts. Special emphasis should be placed on environmental resources that are rare or unique to that region. Specific reference to related projects, both public and private, both existent and planned, in the region, should also be included, for purposes of examining the possible cumulative impact of such projects.

(15143) C. Environmental Impact. All phases of a project must be considered when evaluating its impact on the environment:

planning, acquisition, development and operation. The following subjects shall be discussed, preferably in separate sections or paragraphs.

(1) The Environmental Impact of the Proposed Action: Describe the direct and indirect impacts of the project on the environment, giving due consideration to both the short-term and long-term effects.

It should include specifics of the area, the resources involved, physical changes, alterations to ecological systems and changes induced in population distribution, population concentration, the human use of the land (including commercial and residential development) and other aspects of the resource base such as water, scenic quality and public services.

(2) Any Adverse Environmental Effects Which Cannot Be Avoided if the Proposal is Implemented: Describe any adverse impacts, including those which can be reduced to an insignificant level but not eliminated. Where there are impacts that cannot be alleviated without imposing an alternative design, their implications and the reasons why the project is being proposed, notwithstanding their effect, should be described. Do not neglect impacts on any aesthetically valuable surroundings, or on human health.

(3) Mitigation Measures Proposed to Minimize the Impact: Describe any mitigation measures written into the project plan to reduce significant environmentally adverse impacts to insignificant levels, and the basis for considering these levels acceptable. Where a particular mitigation measure has been chosen from among several alternatives should be discussed and reasons should be given for the choice made.

(4) Alternatives to the Proposed Action: Describe any known alternatives to the project, or to the location of the project, which could feasibly attain the basic objectives of the project, and why they were rejected in favor of the ultimate choice. The specific alternative of "no project" must also always be evaluated, along with the impact. Attention should be paid to alternatives capable of substantially reducing or eliminating any environmentally adverse impacts, even if these alternatives substantially impede the attainment of the project objectives, and are more costly.

(5) The Relationship Between Local Short-Term Uses of Man's Environment and the Maintenance and Enhancement of Long-Term Productivity: Describe the cumulative and long-term effects of the proposed project which adversely affect the state of the environment. Special attention should be given to impacts which narrow the range of beneficial uses of the environment or pose long-term risks to health or safety. In addition, the reasons why the proposed project is believed by the sponsor to be justified now, rather than

reserving an option for further alternatives, should be explained.

(6) Any Irreversible Environmental Changes Which Would Be Involved in the Proposed Action Should It Be Implemented

Uses of non-renewable resources during the initial and continued phases of the project may be irreversible since a large commitment of such resources makes removal or non-use thereafter unlikely. Primary impacts and, particularly, secondary impacts (such as a highway improvement which provides access to a nonaccessible area) generally commit future generations to similar uses. Also irreversible damage can result from environmental accidents associated with the project. Irretrievable commitments of resources should be evaluated to assure that such consumption is justified.

(7) The Growth-Inducing Impact of the Proposed Action:

Discuss the ways in which the proposed project could foster economic or population growth, either directly or indirectly, in the surrounding environment. Included in this are projects which would remove obstacles to population growth (a major expansion of a waste water treatment plant might, for example, allow for more construction in service areas). Increases in the population may further tax existing community service facilities so consideration must be given to this impact. Also discuss the characteristic of some projects which may encourage and facilitate other activities that could significantly affect the environment, either individually or cumulatively. It must not be assumed that growth in any area is necessarily beneficial, detrimental, or of little significance to the environment.

(15085) D. Preparation of Draft EIR; by Whom:

(1) As to projects defined in Article III, Section 21 A (1) of this Resolution, the draft EIR shall be undertaken by the District's staff or by private experts pursuant to contract with the District.

(2) As to projects defined in Article III, Section 21 A (2) and (3) the person or entity proposing to carry out the project shall submit a draft EIR, containing the information required by subparagraph A above, for review and consideration by the District's staff. The District's staff shall analyze the draft EIR submitted pursuant to this sub-section to verify its accuracy and objectivity prior to presenting it to the Board. The Manager may require additional information and data from the person or entity proposing to carry out the project as he may deem necessary for completion of the draft EIR.

(15085)(c) E. Completion of Draft EIR; Notice of Completion: Upon completion, the draft EIR shall be presented to the Board for review at a regular or special meeting. If the Board finds the draft EIR to be in order, it shall authorize the Manager

to file a Notice of Completion with the Secretary of the Resources Agency on a form attached hereto as Exhibit "D". Said Notice shall contain the following:

- (1) a brief description of the proposed project;
- (2) the location of the proposed project; and
- (3) information indicating where copies of the draft EIR are available for review.
- (4) Filing shall be deemed complete when the Notice of Completion has been deposited in the United States mail addressed to the Secretary for Resources, or when delivered in person to the Office of the Secretary.

F. Posting of Notice of Completion. Simultaneously with the filing of a Notice of Completion, the District shall cause a copy of said Notice to be posted at the District's office.

(15161) & G. Review of Draft EIR by Other Public Agencies and Persons
(15085)(b) with Special Expertise.

(1) General

(a) After filing and posting a Notice of Completion, the District shall submit copies of the draft EIR for review and comment to all public agencies having jurisdiction by law over the proposed project. The identity of those public agencies having jurisdiction by law over the project shall be determined on a case-by-case basis.

(b) The district may send copies of the draft EIR to public agencies or persons with special expertise whose comments relative to the draft EIR would be desirable.

(c) Each public agency and/or person to whom a draft EIR is sent under (a) or (b) above shall be advised in writing that they may submit written comments to the district within the time established for review under paragraph 2 below.

(2) Time for Review. At the time the Board authorizes the filing of the Notice of Completion it shall establish a time period so as to permit adequate review of and comment on the draft EIR by such public agencies or persons. The period of time, to be established in the discretion of the Board, shall be based upon the size and scope of the proposed project; however, in no event shall the review period be less than thirty (30) days after the date of mailing or on delivery in person.

(15162) (3) Failure to Comment. In the event a public agency or person whose comments on a draft EIR are solicited pursuant

to Subsection 1 above fails to comment within the time period established pursuant to Subsection 2 above, it shall be presumed, absent a written request for a specific extension of time for review and comment, together with the reasons therefor, that such agency or person has no comment to make. Any extension of time granted by the District shall be reasonable under the circumstances, but ordinarily shall not cover a period greater than the time period initially established for review and comment pursuant to Subsection 2 above.

(15160)(d) (4) Continued Planning Activities. Continued planning activities concerning the proposed project, short of formal approval thereof, may continue during the period set aside for review and comment on the draft EIR.

(15163) H. Availability of the Draft EIR for Review.

(1) Following the filing of the Notice of Completion as required by Subparagraph E above. Copies of the draft EIR also shall be made available at the District's office for review or acquisition by members of the general public. Any person requesting a copy of the draft EIR from the District shall be charged the actual cost of reproducing it.

(2) Copies of the draft EIR shall also be made available to the public library.

(15165) I. Public Hearings.

(1) General. From time to time, depending upon the nature and location of a proposed project, the Board in its discretion, may find it desirable to conduct a public hearing on the environmental impact thereof. In such event the public hearing shall be conducted subsequent to the filing and posting of the Notice of Completion, but in no event sooner than fourteen (14) days thereafter. The draft EIR shall be used as the basis for discussion during any public hearing that may be held.

(2) Notice. Notice of the time and place of the public hearing shall be published once in a newspaper of general circulation which is printed, published and circulated within the District. If there is no such newspaper, it may be published in a newspaper of general circulation within the district and it shall be posted at three public places within the district, one of which shall be at the principal offices of the District. Publication or posting shall be done at least 14 days prior to the date set for public hearing. Said notice also shall indicate where the draft EIR is available for review.

(3) Public Hearing During Regular Meeting. A public hearing may be scheduled to be conducted during the course of a regular meeting of the Board.

(4) Procedures for Conducting Public Hearings. The procedures for the manner of conducting the public hearings shall be prescribed by the Board at the time the hearing convenes. Members of the public who attend shall be afforded the opportunity to participate in the hearing process.

(15146)&
(15085)(e) J. Final EIR.

(1) Preparation. Following the receipt of comments on the draft EIR by other public agencies and persons with special expertise as required by Subparagraph G above, and if a public hearing has been held pursuant to Subparagraph I above, following such hearing, comments that have been received shall be evaluated and then a final EIR shall be prepared.

(15146) (2) Contents. The final EIR shall consist of the draft EIR, a section containing a statement of the comments received through the review and consultation process set forth in Subparagraphs G and I above, either verbatim or in summary, and a section containing a response to the significant environmental points that are raised in the review and consultation process.

(15146)(b) The response of the responsible agency to comments received may take the form of a revision of the draft EIR or may be an attachment to the draft EIR. The response shall describe the disposition of significant environmental issues raised (e.g., revisions to the proposed project to mitigate anticipated impacts or objections). In particular the major issues raised when the responsible agency's position is at variance with recommendations and objections raised in the comments must be addressed in detail giving reasons why specific comments and suggestions were not accepted, and factors of over-riding importance warranting an over-ride of the suggestions.

(15085)(f) K. Adoption of Final EIR by Board; Board Approval or Disapproval of Project.

Following preparation of the final EIR, it shall be presented to the Board at a regular or special meeting. If the Board finds the final EIR to be in order it shall adopt it, whereupon it may proceed immediately to consider the proposed project for purposes of approval or disapproval. Members of the public may appear before the Board and present their views prior to the Board's determination to approve or disapprove the project.

(15085)(g) L. Notice of Determination. Following approval or disapproval of the project, the District shall cause to be prepared a Notice of Determination on a form attached hereto as Exhibit "C" which shall contain the following:

(1) The decision of the District to approve or disapprove the project;

(2) The determination of the Board as to whether the project will or will not have a significant effect on the environment; and

(3) A statement of whether an EIR has been prepared.

(15085)(g) Said Notice shall then be filed with the county clerk of the county or counties in which the project is located.

(15053)(c) H. Costs. As to projects covered by Section 21.1 (2) and (3), the person or entity proposing to carry out the project requiring approval by the District shall bear all costs incurred by the District in preparing and filing the EIR, as well as all publication costs incident thereto.

ARTICLE VII

CATEGORICAL EXEMPTIONS

Section 31. The following classes of projects, in accordance with and pursuant to Article 8 of the Guidelines, have been determined not to have a significant effect on the environment, and therefore are declared to be categorically exempt from the requirement of preparing a negative declaration or an EIR. The categorical exemptions listed herein are not intended to be, and are not to be construed to be a limitation on the categorical exemptions set forth in Article 8 of the State Guidelines.

(15100-
15115) A. Class I: Existing Facilities. Class I consists of the operation, repair, maintenance or minor alteration of all existing District facilities, structures, equipment or other property of every kind which activity involves negligible or no expansion of use beyond that previously existing, including but not limited to:

- (1) water conveyance facilities;
- (2) water connection facilities, including meter boxes;
- (3) fire hydrants;
- (4) storage reservoirs;
- (5) pump stations;
- (6) buildings; and
- (7) treatment plants.

B. Class II Replacement or Reconstruction. Class II consists of replacement or reconstruction of any District facilities, structures or other property where the new facility or structure will be located on the same site as the replaced or reconstructed facility or structure, including, but not limited to:

- (1) water conveyance facilities;
- (2) water connection facilities, including meter boxes;
- (3) fire hydrants;
- (4) storage reservoirs;
- (5) pump stations;

- (6) buildings; and
- (7) treatment plants.

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

- (1) water main extensions to serve a newly constructed single family residence; and
- (2) connecting facilities, including meter boxes, to serve a newly constructed single family residence.

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

- (1) small water diversion facilities;
- (2) 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;
- (3) new gardening or landscaping but not including tree removal;
- (4) filling of earth into previously excavated land with material compatible with the natural features of the site;
- (5) 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. Class V: Information Collection. Class V 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 activities may be undertaken strictly for information gathering purposes or as part of a study leading toward the undertaking of a project.

F. Class VI: Inspection. Class VI consists of inspection activities, including but not limited to inquiries into the performance of an operation and examinations of the quality, health or safety of a project.

G. Class VII: Accessory Structures. Class VII consists of the construction or placement of minor structures accessory to or appurtenant to existing commercial, industrial, or institutional facilities, including small parking lots.

H. Class VIII: Surplus Personal Property. Class VIII consists of sales of surplus District personal property.

ARTICLE VIII
RETENTION OF COMMENTS AND
AVAILABILITY OF COMMENTS FOR REVIEW

- (15166) Section 32. All written comments received on a draft EIR through the formal consultation process provided for in Section 30 E, as well as all written comments that may be received independently of said process, shall be retained at the District's office for a period of at least one year following approval or disapproval of the project to which they relate. In addition, said comments shall be made available for public inspection at all reasonable times.

ARTICLE IX
SUBSEQUENT EIR'S

- (15067) Section 33. Where an EIR has been prepared, no additional EIR need be prepared unless:

A. Substantial changes are proposed in the project which will require major revisions of the EIR, due to the involvement of new environmental impacts not considered in the original EIR.

B. There are substantial changes with respect to the circumstances under which the project is to be undertaken, such as a change in the proposed location of the project, which will require major revisions in the EIR due to the involvement of new environmental impacts not covered in the original EIR.

ARTICLE X
USE OF A SINGLE EIR FOR MORE THAN ONE PROJECT

Section 34.

- (15068) A. Two Projects Undertaken at the Same Time. A single EIR may be utilized to describe more than one project when the projects are essentially the same in terms of environmental impacts. Any environmental impacts peculiar to any one of the projects must be separately set forth and explained.
- B. Later Projects. An EIR on an earlier project may be utilized to apply to a later project if the environmental impacts of the projects are essentially the same. If there are environmental impacts applicable to the later project which were not associated with the earlier project, the earlier EIR must be amended to separately set forth and explain said impacts.

ARTICLE XI
PARTIAL INVALIDITY

Section 35. In the event any part or provision of these rules and regulations shall be determined to be invalid, the remaining portions of these rules and regulations which can be separated from the invalid unenforceable provisions, shall nevertheless continue in full force and effect.

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The foregoing rules and regulations of the San Lorenzo Valley County Water District for the Administration of Employer-Employee Relations were adopted by the Board of Directors of the San Lorenzo Valley County Water District by Resolution No. 479 on May 14, 1973.

SAN LORENZO VALLEY COUNTY WATER DISTRICT

P. O. BOX H

BOULDER CREEK, CALIFORNIA 95006

PRELIMINARY ENVIRONMENTAL ASSESSMENTName of ProjectLocationEntity or Person Undertaking Project:

A. San Lorenzo Valley County Water District

B. Other:

1. Name:
2. Address:

Staff Determination

The District's staff, having undertaken and completed a preliminary review of this project in accordance with the District's entitled "Rules and Regulations Constituting Local Guidelines of the San Lorenzo Valley County Water District Implementing the California Environmental Quality Act, as Amended" has concluded that this project does not require further environmental assessment because:

- () 1. The proposed action does not constitute a project within the meaning of Section 21.
- () 2. The project is a Ministerial Project under Section 4.
- () 3. The project is an Emergency Project under Section 24.
- () 4. The project constitutes a feasibility or planning study under Section 25.
- () 5. The project is Categorically Exempt under Section 31.

Applicable Exemption Class _____

- () 6. The project involves another public agency which constitutes the lead agency.

Name of Lead Agency _____

DATE: _____

MANAGER

SAN LORENZO VALLEY COUNTY WATER DISTRICT

ENVIRONMENTAL IMPACT ASSESSMENTName of ProjectLocationEntity or Person Undertaking Project

A. San Lorenzo Valley County Water District

B. Other:

1. Name:

2. Address:

Staff Determination

The District's staff, having undertaken and completed an initial study of this project in accordance with Section 28 of the District's entitled "Rules and Regulations Constituting Local Guidelines of the San Lorenzo Valley County Water District Implementing the California Environmental Quality Act, as Amended" for the purpose of ascertaining whether the proposed project might have a significant effect on the environment, has reached the following conclusion:

- () 1. The project could not have a significant effect on the environment; therefore, a negative declaration should be prepared.
- () 2. The project could have a significant effect on the environment; therefore, an EIR will be required.

DATE: _____

Manager

SAN LORENZO VALLEY COUNTY WATER DISTRICT

NOTICE OF DETERMINATION

Responsible Agency/Division

Division

Name of Project

Location

Contact Person

Area Code

Phone

Extension

The Board of Directors of the San Lorenzo Valley County Water District, on _____, 19____, took the following action concerning the above project:

1. Determined to (approve) (disapprove) the project; and
2. Determined that the project (will) (will not) have a significant effect on the environment.

An EIR (has) (has not) been prepared pursuant to the provisions of the California Environmental Quality Act of 1970, as amended.

DATE

MANAGER

SAN LORENZO VALLEY COUNTY WATER DISTRICT

P. O. BOX H

BOULDER CREEK, CALIFORNIA 95006

NOTICE OF COMPLETION

<u>Responsible Agency</u>	<u>Division</u>
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<u>Name of Project</u>

<u>Location</u>

<u>Contact Person</u>	<u>Area Code</u>	<u>Phone</u>	<u>Extension</u>
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<u>PROJECT DESCRIPTION OF NATURE, PURPOSE, AND BENEFICIARIES</u>
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<u>Project Location - City</u>

<u>Project Location - County</u>

<u>Address where copy of draft EIR is available</u>

<u>DATE</u>

<u>MANAGER</u>
