

Proposal to Prepare an Environmental Impact Report for Curtis Park Village

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Submitted to:

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Submitted by:

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I. Project Overview and Approach

Raney Planning & Management, Inc. (RP&M) has prepared this proposal and scope of services to complete an Environmental Impact Report (EIR) for the Curtis Park Village in the City of Sacramento. For this proposal, we have assembled a team of well-qualified technical experts to supplement our firm's experience, skills, and expertise in preparing environmental documents. We believe that we have the ability to deliver a unique, unmatched, and ultimately successful product and process to Petrovich Development Company and the City. We are pleased to have this opportunity to submit our proposal to you for your consideration.

PROJECT OVERVIEW

The Curtis Park Village EIR will analyze the proposed Planned Unit Development, which includes open space, single and multiple family residential, mixed use, and commercial development. The project site encompasses approximately 72 acres located within the City of Sacramento, and is bounded by Portola Way, Sutterville Road, the Union Pacific Railyard, and 24th Street. The proposed project includes approximately 5 acres of park/open space, approximately 15 acres of commercial development, 244 single-family residential units, and 310 multi-family residential units (mixed use).

The project application includes two alternative development plans, which differ primarily in their circulation systems. One provides a roadway connection to Donner Way and 24th Street and the other does not. The same density and intensity of land uses are proposed in each development plan.

The City of Sacramento has discretionary authority and is considered the Lead Agency. The City's processing of the Curtis Park Village development application will require approval of the following entitlements:

- **General Plan Amendment.** A General Plan Amendment is required to redesignate the site from Public/Quasi-Public – Misc. to designations consistent with the proposed Planned Unit Development (PUD).
- **Rezone.** A rezone is required to designate the site as a Planned Unit Development and approve the PUD Schematic Plan and Design Guidelines.
- **Tentative Map.** A tentative map is proposed in order to subdivide the site to facilitate development consistent with the PUD.
- **Special Permits.** Approval of a PUD requires a Special Permit for development of the non-single family portion of the project.

RP&M proposes to provide project-level analysis for the Curtis Park Village EIR. Analysis in the EIR will include assessment of the individual and cumulative environmental effects of both development plans and will satisfy all California Environmental Quality Act (CEQA) requirements.

Although the EIR will be prepared under contract with the applicant, Petrovich Development Company, the City of Sacramento is the Lead Agency. RP&M will remain objective and rely on the City of Sacramento in the method of analysis, establishment of significance thresholds, determination of significance, and mitigation measures. In addition, the document will adhere to the City of Sacramento's standard EIR format.

Petrovich Development Company has prepared several technical documents to facilitate the design of the proposed development plans. RP&M will use this information to the greatest extent possible, including the Remedial Action Plan prepared by ERM, the infrastructure analysis by Nolte Associates, and the preliminary traffic assessment by Fehr & Peers. In addition, RP&M will utilize the Sacramento General Plan and EIR, the City of Sacramento Zoning Ordinance, the Executive Airport Comprehensive Land Use Plan, and the City of Sacramento Master Services Element. In order to supplement the existing information, RP&M proposes to sub-contract with the following firms for the preparation of technical studies for the Curtis Park Village EIR:

- *Donald Ballanti* for the air quality analysis;
- *Bollard & Brennan* for the noise analysis; and
- *Peak & Associates* for the cultural resources analysis.

RP&M firmly believes that the level of coordination between the City and the local citizens is directly proportional to the success of the project. RP&M intends to work closely with the project team throughout the development and processing of the EIR. The expectation of RP&M is that we will serve as EIR consultants to the City, and will make ourselves available to assist the City and Petrovich Development Company in any way necessary to facilitate the process.

II. Technical Scope of Services

The following scope of services has been prepared for Petrovich Development Company by RP&M to prepare the EIR for the Curtis Park Village. This scope of services identifies each task in the preparation of the necessary documents and includes an objective, approach, and work product associated with each task.

TASK 1: PROJECT INITIATION

Objective

The objective of this task is to conduct a start-up meeting with representatives from the City of Sacramento and the Curtis Park Village project team to coordinate and confirm assumptions regarding the proposed project and scope of the EIR, as well as the preferred format for the document.

Approach

Following a written notice to proceed from Petrovich Development Company, Ms. Cindy Gnos, AICP, Division Manager of RP&M, will meet with the project team and City staff to review the project description and any relevant documents that can be used to support the environmental findings. Where existing data may be missing, RP&M will identify additional information resources that may be available to supplement the documentation. Any necessary refinements to the scope of the EIR will occur during this meeting.

RP&M will review and analyze the background information available for the project site, including, but not limited to, the following documents:

- City of Sacramento General Plan and General Plan Update Draft EIR
- Comprehensive Zoning Ordinance
- Executive Airport Comprehensive Land Use Plan
- City of Sacramento Master Services Element
- Curtis Park Village Project Description
- Remedial Action Plan
- Project Infrastructure Plans
- Preliminary Traffic Assessment
- Arborist report

RP&M will prepare a draft of the project description to be used in the environmental document, based upon the application. RP&M's extensive CEQA experience, has found that completing a draft of the project description during the project initiation phase greatly reduces the potential for project-related issues throughout the preparation of the environmental documents.

TASK 1 PRODUCTS

- Project Initiation Meeting.
- List of environmental and project-related data requirements.
- Refined Scope of Work, Schedule, and Budget, as necessary.
- Draft of project description for the environmental document.

TASK 2: PREPARE NOTICE OF PREPARATION

Objective

The objective of this task is to prepare and release to the public a Notice of Preparation for the proposed project.

Approach

RP&M will prepare an Administrative Draft Notice of Preparation (NOP) for the proposed Curtis Park Village for approval by the Petrovich Development Company and City staff. Consistent with the requirements of CEQA, the NOP will include a description of the proposed project, a map indicating the proposed project site(s), and general environmental effects anticipated to be caused by the proposed project. RP&M will consult with City staff and the project team to confirm the technical environmental issues to be addressed in the EIR. Upon approval of the Draft NOP, RP&M will submit one unbound, reproducible copy and one digital copy of the finalized NOP for City staff to publish, post, and distribute to all interested parties. Typically, the City of Sacramento publishes, posts, and distributes the NOP. However, should the City require assistance, RP&M would publish, post and distribute the NOP. In addition, RP&M will submit fifteen copies of the NOP to the State Office of Planning and Research (OPR) with a completed Notice of Completion (NOC).

During the 30-day review period for the NOP, RP&M would facilitate a public scoping meeting to solicit comments on the issues to be addressed in the EIR. RP&M will coordinate with the City of Sacramento staff in the date, time, and location of the scoping meeting. In addition, RP&M will contract with a court reporter in order to ensure that all verbal comments received at the meeting are accurately documented.

TASK 2 PRODUCTS

- One (1) copy of the Administrative Draft NOP.
- One (1) unbound reproducible copy of the final NOP and one electronic copy.
- Fifteen (15) copies of the NOP with a NOC to OPR.
- Attendance and facilitation of public scoping workshop, including a court reporter.

TASK 3: PREPARE INITIAL STUDY

Objective

The objective of this task is to prepare, in the standard City of Sacramento format, an Initial Study based on the checklist contained in Appendix G of the CEQA Guidelines.

Approach

RP&M will prepare an Initial Study to address the environmental effects of the proposed Curtis Park Village. The Initial Study will provide a discussion of the impacts related to development of the proposed project and will be used to focus the content of the Draft EIR to those technical issues that may have significant impacts. An Administrative Draft Initial Study will be included as an appendix in the Administrative Draft EIR and submitted to the applicant and City for review. Once comments on the draft Initial Study have been received and incorporated, a screencheck Initial Study will be submitted to the City for final review before printing the Final Initial Study, which will be provided to the public as an appendix to the Draft EIR.

TASK 3 PRODUCTS

- Ten (10) copies and one (1) reproducible of the Administrative Draft Initial Study as Appendix to the ADEIR.
- Five (5) copies of the screencheck Initial Study as Appendix to the screencheck DEIR.
- Final Initial Study as appendix to the Draft EIR, including one (1) reproducible copy and one (1) electronic version.

TASK 4: PREPARE ADMINISTRATIVE DRAFT EIR

Objective

The objective of this task is to prepare an accurate, thorough, and complete Administrative Draft EIR for the proposed project.

Approach

RP&M will prepare the Administrative Draft EIR in accordance with CEQA. The Administrative Draft EIR will include all statutory sections required by CEQA, including the project description, setting, assessment of environmental impacts, identification of required mitigation measures for each of the environmental issues, and a complete list of the authors responsible for the environmental analysis. The EIR will also conform to the City of Sacramento's preferred format.

The main purpose of the EIR will be to provide the public and decision-makers with a thorough, legally defensible environmental analysis of the proposed project. The report will be accurate and free of jargon so that the information it contains is readable and easy to use. Comments on the Notice of Preparation will be reviewed and incorporated, as appropriate.

The environmental analysis portion of this proposal details the proposed analysis for each of the technical issues. The EIR is anticipated to address all the CEQA environmental review topics as discussed in the Environmental Analysis section on page 10 of this scope.

The method and criteria used for determining the adverse impacts for each of these technical issues will be clearly and explicitly described in the respective sections of the EIR, including any assumptions, models, or modeling techniques used in the analyses. The determination of impacts will be based on (a) thresholds of significance drawn from the standards used in similar EIRs in the region and (b) from the technical studies prepared for the proposed project, and will be refined in consultation with City staff. For each significant impact, feasible mitigation measures, if available, will be identified and the level of significance after mitigation will be stated. In addition, the Mitigation measures will identify the timing of the mitigation and the entities responsible for implementation. Each impact in the EIR will be numbered, as will the corresponding mitigation measures. Cross-references will be provided where necessary. The effectiveness and feasibility of mitigation measures will also be discussed.

RP&M will subcontract with Fehr & Peers for the traffic impact analysis, Donald Ballanti for the air quality analysis, Bollard & Brennan for the noise analysis, and Peak & Associates for the cultural resources study (see the appendices for each subconsultant's proposal and qualifications). The traffic impact analysis will be prepared under a contract directly with the City.

The EIR will include an Alternatives section. This section will include four (4) alternatives to be analyzed in the EIR, including the No Project/No Development Alternative and the No Project/Buildout Pursuant to Existing Zoning Alternative. The remaining alternative shall be developed during the Administrative Draft EIR preparation period to respond to identified significant impacts in consultation with the City. The Alternatives chapter will describe the alternatives and identify the environmentally superior alternative. In addition, the EIR will identify those alternatives that were dismissed from further consideration. The alternatives will be analyzed at a level of detail less than that of the proposed project; however, the analyses will include sufficient detail to allow a comparison of the impacts.

The EIR will also include a Summary section to briefly describe, in text, the impacts and mitigation measures, as well as proposed mitigation monitoring. A summary table will be included, consisting of a matrix of impacts and mitigation measures, including levels of significance of impacts before and after mitigation. The summary table will include all mitigation measures applicable to the proposed project.

A chapter of the EIR will evaluate potentially significant, unavoidable, significant irreversible, growth-inducing, and cumulative impacts. The cumulative impacts will be contained in each technical section and will be qualitative in nature. RP&M will coordinate with City staff and the project team to determine the approach to the cumulative analysis. A chapter of the EIR will list all persons and agencies contacted during EIR preparation, and a bibliography will be included.

The Administrative Draft EIR will be reviewed with City staff and the project team for adequacy and accuracy.

TASK 4 PRODUCTS

- Ten (10) copies of the ADEIR.
- One (1) unbound reproducible copy of the ADEIR.

TASK 5: PREPARE SCREENCHECK AND DRAFT EIR

Objective

The objective of this task is to edit the Administrative Draft EIR based on the comments received on the Administrative Draft and to distribute and process the Screencheck and Draft EIR.

Approach

After City staff and the project team have reviewed the Administrative Draft EIR, RP&M will attend one working meeting with the City staff and the development team as necessary to discuss comments on the Administrative Draft EIR. RP&M will incorporate the corrections and modifications to the Administrative Draft EIR based on the comments received. Prior to printing, RP&M will submit a screencheck document for applicant and City review and then incorporate any edits received. RP&M will submit fifty (50) copies of the Draft EIR to the City. In addition, RP&M will submit fifteen (15) copies of the Draft EIR and a copy of the Notice of Completion to the State Clearinghouse. RP&M will prepare a draft Notice of Availability for the Draft EIR and assumes that the City of Sacramento will publish, post, and distribute the notice.

TASK 5 PRODUCTS

- One (1) meeting with the applicant and City staff to discuss comments on the ADEIR.
- Five (5) copies of the screencheck DEIR.
- Fifty (50) copies of the DEIR to the City.
- One (1) unbound reproducible copy of the DEIR and one electronic copy.
- Ten (10) copies of the Appendices to the DEIR, if separately bound.
- Fifteen (15) copies of the DEIR and a copy of the Notice of Completion delivered to the State Clearinghouse.
- Draft Notice of Availability.

TASK 6: PREPARE MITIGATION MONITORING PROGRAM

Objective

The objective of this task is to prepare a Mitigation Monitoring Program (MMP) based on the standard City of Sacramento format.

Approach

During the review period of the DEIR, RP&M will prepare an administrative review copy of the MMP. The administrative review MMP will incorporate standard monitoring mechanisms in order to assist the City of Sacramento and the project team in meeting the intent of CEQA. The MMP will include a brief project description and project location map. The MMP will be in table format, and will specify mitigation measures, standards of success, parties responsible for implementing and monitoring, funding source(s), timing and provisions for remedial measures (if success standards are not met). The administrative review MMP will be provided to the City with the Administrative Final EIR.

TASK 6 PRODUCTS

- Ten (10) copies of the Administrative Mitigation Monitoring Plan to be delivered with the Administrative FEIR.
- Twenty (20) copies of the Final MMP as part of FEIR.
- One (1) unbound reproducible copy of the Final MMP and one electronic copy.

TASK 7: PREPARE ADMINISTRATIVE FINAL EIR

Objective

The objective of this task is to prepare an Administrative Final EIR containing written responses to all comments received during the public review period and a revised Draft EIR.

Approach

After the public comment period has closed, RP&M will meet with City staff to review all comments received and determine the appropriate written responses to the comments on the Draft EIR received during the public review period. These comments and responses will be compiled into an Administrative Final EIR for review by the applicant and City of Sacramento. RP&M does not anticipate that these comments will raise new issues, or that new surveys or technical studies will be required to complete adequate responses. Further, RP&M assumes that the amount and nature of comments can be addressed within the hours shown in the budget spreadsheet. Should this not be the case, RP&M will initiate discussions immediately with the applicant and City staff to conduct this extra work. The Administrative Final EIR will consist of the Draft EIR, comments on the Draft EIR, and responses to all comments on the Draft EIR. Changes in the Draft EIR text necessitated by the comments will also be provided and summarized on an errata sheet.

TASK 7 PRODUCTS

- Meeting with City staff to review comments received.
- Ten (10) copies of the AFEIR and one (1) unbound reproducible copy.

