

Visual: Is the project located within or adjacent to a designated scenic roadway, or would the project have the potential to impact scenic resources that are visible from public locations?

Transportation: Would project construction or operation have the potential to substantially interfere with existing traffic patterns or transit operations.

Historical Resources: Is the project located on a site with a known or potential historical resource?

Other: _____

3. CATEGORICAL EXEMPTION DETERMINATION

Further Environmental Review Required.

Notes: _____

No Further Environmental Review Required. Project is categorically exempt under CEQA.

Planner's Signature

Date

Name, Title

Project Approval Action: _____

Once signed and dated, this document constitutes a categorical exemption pursuant to CEQA Guidelines and Chapter 31 of the Administrative Code.



SAN FRANCISCO PLANNING DEPARTMENT

ENVIRONMENTAL EVALUATION APPLICATION COVER MEMO - PUBLIC PROJECTS ONLY

In accordance with Chapter 31 of the San Francisco Administrative Code, an appeal of an exemption determination can only be filed within 30 days of the project receiving the first approval action.

Please attach this memo along with all necessary materials to the Environmental Evaluation Application.

Project Address and/or Title:	
Funding Source (MTA only):	
Project Approval Action:	
Will the approval action be taken at a noticed public hearing? <input type="checkbox"/> YES* <input type="checkbox"/> NO * If YES is checked, please see below.	

IF APPROVAL ACTION IS TAKEN AT A NOTICED PUBLIC HEARING, INCLUDE THE FOLLOWING CALENDAR LANGUAGE:

End of Calendar: CEQA Appeal Rights under Chapter 31 of the San Francisco Administrative Code If the Commission approves an action identified by an exemption or negative declaration as the Approval Action (as defined in S.F. Administrative Code Chapter 31, as amended, Board of Supervisors Ordinance Number 161-13), then the CEQA decision prepared in support of that Approval Action is thereafter subject to appeal within the time frame specified in S.F. Administrative Code Section 31.16. Typically, an appeal must be filed within 30 calendar days of the Approval Action. For information on filing an appeal under Chapter 31, contact the Clerk of the Board of Supervisors at City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102, or call (415) 554-5184. If the Department’s Environmental Review Officer has deemed a project to be exempt from further environmental review, an exemption determination has been prepared and can be obtained on-line at <http://sf-planning.org/index.aspx?page=3447>. Under CEQA, in a later court challenge, a litigant may be limited to raising only those issues previously raised at a hearing on the project or in written correspondence delivered to the Board of Supervisors, Planning Commission, Planning Department or other City board, commission or department at, or prior to, such hearing, or as part of the appeal hearing process on the CEQA decision.

Individual calendar items: This proposed action is the Approval Action as defined by S.F. Administrative Code Chapter 31.

THE FOLLOWING MATERIALS ARE INCLUDED:

- 2 sets of plans (11x17)
- Project description
- Photos of proposed work areas/project site
- Necessary background reports (specified in EEA)
- MTA only: Synchro data for lane reductions and traffic calming projects

APPLICATION FOR Environmental Evaluation

1. Owner/Applicant Information

PROPERTY OWNER'S NAME:	
PROPERTY OWNER'S ADDRESS:	TELEPHONE: ()
	EMAIL:

APPLICANT'S NAME, COMPANY/ORGANIZATION (IF APPLICABLE):		Same as Above <input type="checkbox"/>
APPLICANT'S ADDRESS:	TELEPHONE: ()	
	EMAIL:	

CONTACT FOR PROJECT INFORMATION:		Same as Above <input type="checkbox"/>
ADDRESS:	TELEPHONE: ()	
	EMAIL:	

2. Location and Classification

STREET ADDRESS OF PROJECT:	ZIP CODE:
CROSS STREETS:	

ASSESSORS BLOCK/LOT: /	LOT DIMENSIONS:	LOT AREA (SQ FT):	ZONING DISTRICT:	HEIGHT/BULK DISTRICT:
COMMUNITY PLAN AREA (IF ANY):				

3. Project Description

(Please check all that apply) <input type="checkbox"/> Change of Use <input type="checkbox"/> Change of Hours <input type="checkbox"/> New Construction <input type="checkbox"/> Alterations <input type="checkbox"/> Demolition <input type="checkbox"/> Other Please clarify: _____	ADDITIONS TO BUILDING: <input type="checkbox"/> Rear <input type="checkbox"/> Front <input type="checkbox"/> Height <input type="checkbox"/> Side Yard	PRESENT OR PREVIOUS USE:
		PROPOSED USE:
	BUILDING APPLICATION PERMIT NO.:	DATE FILED:

4. Project Summary Table

If you are not sure of the eventual size of the project, provide the maximum estimates.

	EXISTING USES:	EXISTING USES TO BE RETAINED:	NET NEW CONSTRUCTION AND/OR ADDITION:	PROJECT TOTALS:
PROJECT FEATURES				
Dwelling Units				
Hotel Rooms				
Parking Spaces				
Loading Spaces				
Number of Buildings				
Height of Building(s)				
Number of Stories				
Bicycle Spaces				
GROSS SQUARE FOOTAGE (GSF)				
Residential				
Retail				
Office				
Industrial				
PDR Production, Distribution, & Repair				
Parking				
Other ()				
Other ()				
Other ()				
TOTAL GSF				
<p>Please provide a narrative project description that summarizes the project and its purpose or describe any additional features that are not included in this table. Please list any special authorizations or changes to the Planning Code or Zoning Maps if applicable. THIS SECTION MUST BE COMPLETED.</p>				

5. Environmental Evaluation Project Information

1. **Would the project involve a major alteration of a structure constructed 45 or more years ago or a structure in a historic district?** YES NO

If yes, submit the *Supplemental Information for Historic Resource Evaluation* application.

2. **Would the project involve demolition of a structure constructed 45 or more years ago or a structure located in a historic district?** YES NO

If yes, a historic resource evaluation (HRE) report will be required. The scope of the HRE will be determined in consultation with Preservation Planning staff.

3. **Would the project result in excavation or soil disturbance/modification?** YES NO

If yes, please provide the following:

Depth of excavation/disturbance below grade (in feet): _____

Area of excavation/disturbance (in square feet): _____

Amount of excavation (in cubic yards): _____

Type of foundation to be used (if known) and/or other information regarding excavation or soil disturbance modification:

Note: A geotechnical report prepared by a qualified professional must be submitted if one of the following thresholds apply to the project:

- *The project involves a lot split located on a slope equal to or greater than 20 percent.*
- *The project is located in a seismic hazard landslide zone or on a lot with a slope average equal to or greater than 20 percent and involves either*
 - *excavation of 50 or more cubic yards of soil, or*
 - *building expansion greater than 1,000 square feet outside of the existing building footprint.*

A geotechnical report may also be required for other circumstances as determined by Environmental Planning staff.

- 4U. **Would the project involve any of the following: (1) the construction of a new building; (2) the addition of a dwelling unit; (3) the addition of a new curb-cut; (4) the addition of a garage; and/or (5) a net addition to an existing building of 500 gross square feet or more?** YES NO

If yes, you will need to comply with the tree planting regulations of [Public Works Code Section 806](#) prior to receiving a building permit.

4b. Does the project include the removal or addition of trees on, over, or adjacent to the project site? YES NO

If yes, please answer the following questions:

Number of trees on, over, or adjacent to the project site: _____

Number of trees on, over, or adjacent to the project site that would be removed by the project (see definitions of removal, significant, landmark, and street trees):

Significant trees: _____

Landmark trees: _____

Street trees: _____

Number of trees on, over, or adjacent to the project site that would be added by the project: _____

5. Would the project result in any construction over 40 feet in height? YES NO

If yes, please submit a *Shadow Analysis Application*. This application should be filed at the PIC and should not be included with the Environmental Evaluation Application. (If the project already underwent Preliminary Project Assessment, this application may not be needed. Please refer to the shadow discussion in the PPA letter.)

6. Would the project result in a construction of a structure 80 feet or higher? YES NO

If yes, an initial review by a wind expert, including a recommendation as to whether a wind analysis is needed, may be required, as determined by Planning staff. (If the project already underwent Preliminary Project Assessment, please refer to the wind discussion in the PPA letter.)

7. Would the project involve work on a site with an existing or former gas station, auto repair, dry cleaners, or heavy manufacturing use, or a site with underground storage tanks? YES NO

If yes, please submit a Phase I Environmental Site Assessment (ESA) prepared by a qualified consultant. If the project is subject to Health Code Article 22A, Planning staff will refer the project sponsor to the Department of Public Health for enrollment in DPH's Maher program.

8. Would the project require any variances, special authorizations, or changes to the Planning Code or Zoning Maps? YES NO

If yes, please describe.

9. Is the project related to a larger project, series of projects, or program? YES NO

If yes, please describe.


Estimated Construction Costs

TYPE OF APPLICATION: N/A	
OCCUPANCY CLASSIFICATION: N/A	
BUILDING TYPE: N/A	
TOTAL GROSS SQUARE FEET OF CONSTRUCTION: N/A	BY PROPOSED USES: existing golf course operations, minor capital improvements
ESTIMATED CONSTRUCTION COST:	
ESTIMATE PREPARED BY: SFPUC	
FEE ESTABLISHED:	

Applicant's Affidavit

Under penalty of perjury the following declarations are made:

- a: The undersigned is the owner or authorized agent of the owner of this property.
- b: The information presented is true and correct to the best of my knowledge.
- c: Other information or applications may be required.

Signature: 

Date: 4/4/17

Print name, and indicate whether owner, or authorized agent:

Irina P Torrey, AICP, Manager BEM

Owner / Authorized Agent (circle one)

Environmental Evaluation Application Submittal Checklist

APPLICATION MATERIALS	PROVIDED	NOT APPLICABLE
Two (2) originals of this application signed by owner or agent, with all blanks filled in.	<input type="checkbox"/>	
Two (2) hard copy sets of project drawings in 11" x 17" format showing existing and proposed site plans with structures on the subject property and on immediately adjoining properties, and existing and proposed floor plans, elevations, and sections of the proposed project.	<input type="checkbox"/>	
One (1) CD containing the application and project drawings and any other submittal materials that are available electronically. (e.g., geotechnical report)	<input type="checkbox"/>	
Photos of the project site and its immediate vicinity, with viewpoints labeled.	<input type="checkbox"/>	
Check payable to San Francisco Planning Department.	<input type="checkbox"/>	
Letter of authorization for agent.	<input type="checkbox"/>	<input type="checkbox"/>
<i>Supplemental Information for Historic Resource Evaluation</i> , as indicated in Part 5 Question 1.	<input type="checkbox"/>	<input type="checkbox"/>
Two (2) hard copies of the <i>Historic Resource Evaluation</i> , as indicated in Part 5 Question 2.	<input type="checkbox"/>	<input type="checkbox"/>
Geotechnical report, as indicated in Part 5 Question 3.	<input type="checkbox"/>	<input type="checkbox"/>
Phase I Environmental Site Assessment, as indicated in Part 5 Question 7.	<input type="checkbox"/>	<input type="checkbox"/>
Additional studies (list).	<input type="checkbox"/>	<input type="checkbox"/>

For Department Use Only

Application received by Planning Department:

By: _____

Date: _____



SAN FRANCISCO
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FOR MORE INFORMATION:
Call or visit the San Francisco Planning Department

Central Reception
1650 Mission Street, Suite 400
San Francisco CA 94103-2479

TEL: **415.558.6378**
FAX: **415 558-6409**
WEB: **<http://www.sfplanning.org>**

Planning Information Center (PIC)
1660 Mission Street, First Floor
San Francisco CA 94103-2479

TEL: **415.558.6377**
*Planning staff are available by phone and at the PIC counter.
No appointment is necessary.*

April 17, 2017

Mr. Timothy Johnston, MP, Environmental Planner
Environmental Planning Division
San Francisco Planning Department
1650 Mission Street, Suite 401
San Francisco, CA 94103

RE: CEQA Exemption Request, revised
Crystal Springs Golf Course 20-Yr Lease,
(Real Estate project: Overhead code
400474)

Dear Timothy:

The San Francisco Public Utilities Commission (SFPUC) requests review of SFPUC's proposal to renew its lease to Crystal Springs Golf Partners, L.P., for the Crystal Springs Golf Course, Burlingame, CA (the Project) under the California Environmental Quality Act (CEQA). SFPUC requests San Francisco Planning Department – Environmental Planning Division (EP) concurrence that the proposed Project is categorically exempt under CEQA Section 15301, Class 1 (Existing Facilities). Class 1 includes the leasing of existing facilities, including negligible or no expansion of use beyond that existing at the time of the lead Agency's determination.

The following analysis demonstrates the proposed Project would not result in adverse environmental effects, and provides support for our recommendation that it be determined categorically exempt under CEQA. The Project would be conducted in compliance with applicable federal, State, and local regulations and under contractual provisions prohibiting work in violation of applicable regulations and plans.

BACKGROUND

Crystal Springs Golf Partners, L.P. has maintained and operated the 199-acre Crystal Spring Golf Course, under a lease of land in SFPUC's Peninsula Watershed, since 1996. Due to softening market conditions, the lease was amended in 2003 to provide a rent reduction to the tenant. During the term of the lease, golf market conditions have further declined. The tenant requested that SFPUC consider a further rent reduction, which would provide the tenant with incentive to invest in envisioned capital improvements at the course. SFPUC has consulted with experts in the golf course community, who

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concluded that the number of golfers has declined and the financial performance of Bay Area Golf Courses has remained flat since the early 2000s and that the mid- to long-term outlook for the regional golf market is highly uncertain. The lease was renewed on a month-to-month basis for a one year term while further lease terms are negotiated (Categorical Exemption 2017-002732ENV, 3/6/2017).

PROJECT DESCRIPTION

SFPUC proposes to issue a new lease for the Crystal Spring Golf Course to Crystal Springs Golf Partners, L.P. (the Tenant), for a term of 20 years. The golf course is an existing facility, located in Burlingame, California. It includes an 18-hole golf course with paved paths; a pond used for irrigation and an associated pump house and irrigation system; a driving range that includes small structures; a parking lot; a two-story building housing the golf pro shop and administrative offices; a two-story clubhouse that includes locker rooms, a restaurant, lounge and banquet space; a maintenance and golf cart storage facility; restrooms and small structures at the driving range.

The lease commits the Tenant to carry out \$1.25 million in targeted long-term capital improvements to facilities at the beginning of the new lease term. Under the terms of the proposed Lease, the City's prior written consent is required for any such proposed improvement. The lease requires that the improvements described above and any other improvements that may be proposed in the future, along with designs and specifications, be set forth in an Initial Capital Improvement Plan, which must be reviewed and approved through SFPUC's Natural Resources Land Management Division (NRLMD) Project Review process. This process includes review by SFPUC's Bureau of Environmental Management to determine if the proposed work is within the scope of a prior approval and, for proposed work not covered by an existing approval, and additional CEQA review by City of San Francisco Environmental Planning for any proposed Project not within the scope of a prior approval. SFPUC may require modifications to any of proposed improvements as may be necessary to avoid significant environmental impacts, as part of the decision to approve improvements that may be proposed in the future; or determine not to approve the proposed improvements. Subsequent CEQA review must be completed before any future improvement may be implemented. While the Tenant would continue its ongoing maintenance program (e.g. routine irrigation and mowing of the golf course), no capital improvements may be carried out under the new lease until CEQA review and approval has occurred.

Initial proposed improvements within the scope of this Categorical Exemption application include:

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- Golf course entry refurbishment: Refurbish and paint signage at the property entrance; replace the wedding gate and golf course gate with automatic swinging gate openers to improve appearance and efficiency.
- Parking lot paving: Repair cracks and pot holes; slurry seal and paint upper and lower lots along with the road down to golf course hole #18; update the handicap areas, curbs, and spacing around the entire lot consistent with ADA code.
- Entry road: Repair cracks and pot holes; slurry seal and paint entry road; replace the entire sidewalk in the same footprint.
- Replace the existing irrigation pump inside the existing pump house while retaining the current equipment as back up.
- Install new modern signage at the property entrance for safety and aesthetics; update the driving range lights and parking lot lights with high efficiency bulbs; update the style of the “Crystal Springs” welcome sign to match the rest of the facility.
- Repair and resurface existing paved cart paths throughout the golf course.
- Replace and upgrade entire course signage including tee signs.
- Remove and structurally prune trees to improve appearance and safety; continue to structurally prune numerous cypress trees reducing canopy and crown of the trees, increasing air flow and sunlight for turf grass growth; remove several previously-planted dead trees without grinding the stumps.

As the project site is located within SFPUC’s Peninsula Watershed, all work would be required by the SFPUC Natural Resources Land Management Division to comply with relevant provisions of the Peninsula Watershed Management Plan and its previously-approved EIR (SFPUC 1998).

ENVIRONMENTAL INFORMATION

Adverse effects to environmental resources resulting from the proposed Project are not anticipated. The environmental issues requiring evaluation are discussed below.

Air Quality

Construction of the proposed improvements would be undertaken singly. Each work element would vary in duration, but would be similar in scope to other small scale maintenance activities that are ongoing around any developed facility. Generally, the proposed improvements would entail only

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minimal heavy equipment work and vehicle trips, similar to existing ongoing maintenance activities. On this basis, adverse effects to air quality are not anticipated. The closest sensitive receptors to the golf course are residents on the east side of Interstate 280. These are separated from the golf course by the freeway, which is a much more significant source of air emissions than any of the proposed activity at the golf course. Therefore, the proposed Project would not be subject to the Bay Area Quality Management District CEQA Air Quality Guidelines related to assessment of local community risk and hazard impacts for single source or cumulative effects.

Aesthetics

The proposed repairs/improvements under the golf course lease would involve only minor exterior alterations, such as updating of existing signage, repaving, and painting. Existing exterior lighting is downward directed and shielded to minimize off site light effects. The proposed improvements would replace existing bulbs with modern energy efficient bulbs, but would not increase lighting or change external appearances.

Therefore, adverse effects to aesthetics are not anticipated.

Biological Resources

The project site is not located within federally- or State-designated critical habitat. SFPUC staff reviewed the State of California Natural Diversity Database, California Native Plant Society website, and the U. S. Fish & Wildlife Service Sacramento Office San Francisco County Database. Special status wildlife and plants that may be present in or near the golf course include the Mission Blue butterfly, California Red-Legged Frog, serpentine bunchgrass and Marin western flax.

The areas of the golf course that would be affected by the proposed improvements are already fully developed and the project would not entail new development in previously-undeveloped or natural areas. The project would not entail grading, or removal of vegetation with the exception of a few dead trees. These would be cut down, if necessary for safety, and the stumps left in place. Stump removal and replanting would be subject to subsequent review, as described above. In addition, some existing trees would be trimmed to improve structure and allow more light to reach the golf course turf. As a condition of Project approval, consistent with SFPUC Standard Construction Measure No. 8, which is included in the project, the Tenant would be required to retain a biologist to conduct nesting bird surveys prior to any tree trimming proposed to take place during the nesting season (February through August) and to postpone trimming of any trees containing active nests. In addition, the biologist would inspect any dead tree slated for removal to assess for the

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presence of nests. All other project activities would be consistent with ongoing operations at the course and would not result in a change in existing conditions.

Therefore, adverse effects on biological resources are not anticipated.

Cultural Resources

The proposed Project would not involve any activities with the potential to result in new ground disturbance. While a few previously-planted dead trees along the street margin of the golf course would be replaced, stump grinding and replanting would not be undertaken. All other activities would be confined to existing paved surfaces or existing paving underlayment. Therefore, no effects to archaeological resources (should they exist at the project site) are anticipated.

The Project would not entail alterations to buildings or structures.

Adverse effects to cultural resources therefore are not anticipated.

Hazards and Hazardous Materials

A review of databases maintained by the State of California Water Resources Control Board GeoTracker and the Department of Toxic Substances Control Envirostor did not identify any "Open" hazardous materials sites in the vicinity of the Project site.

Repainting at the facility has the potential to disturb lead-painted surfaces on existing structures. The painting contractor would use ground cloths to capture any flaking paint adjacent to the facilities, and would comply with applicable federal, State and local regulations related to the lead paint treatment.

Therefore, adverse effects resulting from construction worker or public exposure to hazardous materials are not anticipated.

Noise

The closest sensitive receptors to the Project site are about 400 feet distant. These are separated from the golf course by Interstate 280. Construction noise associated with the minor construction activities related to the proposed improvements would not be audible over normal traffic noise on I-280.

Therefore, adverse noise effects are not anticipated.

Transportation

The proposed Project would not entail any activities that would result in any substantial short-term or long-term increases in traffic, use of on-street parking spaces, or disruption of public transit.

Therefore, adverse effects to traffic or parking are not anticipated.

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Water Quality

The golf course rests on a ridge top above the east side of the Crystal Springs reservoir, within SFPUC Peninsula Watershed. The only water resource present within the golf course is a small artificial pond, which is used for irrigation. The pond would not be affected in any way by the proposed improvements. The proposed Project would involve construction activity only within the building envelope or paved areas. Ground-disturbing activities are not proposed and the Project therefore has no potential to result in erosion or flooding. Nonetheless, the Project would be required to incorporate all relevant watershed protection measures identified in SFPUC's Peninsula Watershed Management Plan (SFPUC 1998), which are focused on ensuring that activity in the watershed does not adversely affect water quality.

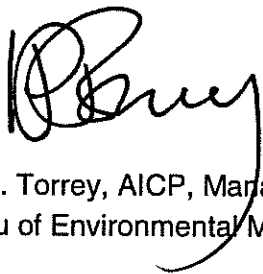
Therefore, no adverse effects to water quality are anticipated.

CEQA COMPLIANCE RECOMMENDATION

Based on the description of the proposed activity and evaluations above, the SFPUC recommends that EP determine that the proposed Crystal Springs Golf Course Lease be classified as categorically exempt under CEQA Section 15301, Class 1 (Existing Facilities).

Should you have questions regarding the proposed Project, Environmental Project Manager Sally Morgan can be reached at (415) 934-3938.

Sincerely,



Irina P. Torrey, AICP, Manager
Bureau of Environmental Management

Cc: Anthony Bardo, SFPUC Project Manager

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