

1 [Requirement to provide minimum information for environmental evaluation application and  
2 initial study.]

3 **Ordinance amending the San Francisco Administrative Code by amending Section**  
4 **31.10 to require certain minimum information to be provided in an environmental**  
5 **evaluation application and an initial study under the California Environmental Quality**  
6 **Act.**

7 Note: Additions are *single-underline italics Times New Roman*;  
8 deletions are *strikethrough italics Times New Roman*.  
9 Board amendment additions are double underlined.  
10 Board amendment deletions are ~~strikethrough normal~~.

11 Be it ordained by the People of the City and County of San Francisco:

12 Section 1. The San Francisco Administrative Code is hereby amended by amending  
13 Section 31.10, to read as follows:

14 Sec. 31.10. **INITIAL EVALUATION OF PROJECTS.**

15 (a) Upon receiving an environmental evaluation application for a project, or upon  
16 referral of a project by the board, commission or department that is to carry out or approve the  
17 project, the Environmental Review Officer shall determine whether such project is exempt  
18 from environmental review. *At a minimum, each environmental evaluation application shall contain*  
19 *the data and information required by the environmental information form set forth in Appendix H of the*  
20 *CEQA Guidelines, which shall be certified as true and correct by the applicant.* If not exempt, the  
21 Environmental Review Officer shall complete an initial study to determine the level of  
22 environmental analysis required. *Each initial study shall contain, at a minimum, an identification of*  
23 *the environmental effects by use of the checklist set forth in Appendix G of the CEQA Guidelines,*  
24 *provided that such checklist may be supplemented to add environmental effects specific to the urban*  
25 *environment of San Francisco.* In the event it is clear at the outset that an environmental impact

1 report is required, the Environmental Review Officer may, with the consent of the applicant,  
2 make an immediate determination and dispense with the initial study.

3 (b) The initial study shall determine whether the project may have a significant  
4 effect on the environment. The basic criteria for determination of significant effect shall be  
5 consistent with the provisions set forth in CEQA. The Planning Commission may adopt  
6 criteria for determination of significant effect as administrative regulations by resolution of the  
7 Planning Commission after public hearing, according to the procedure set forth in Section  
8 31.04(c) of this Chapter.

9 (c) The applicant or the board, commission or department that is to carry out or  
10 approve the project shall submit to the Environmental Review Officer such data and  
11 information as may be necessary for the initial study. If such data and information are not  
12 submitted, the Environmental Review Officer may suspend work on the initial evaluation.

13 (d) During preparation of the initial study, the Environmental Review Officer may  
14 consult with any person having knowledge or interest concerning the project. In cases in  
15 which the project is to be carried out or approved by more than one government agency and  
16 the City is the lead agency, the Environmental Review Officer shall solicit input from all other  
17 government agencies that are to carry out or approve the project.

18 (e) If a project is subject to CEQA and the National Environmental Policy Act, an  
19 initial evaluation prepared pursuant to the National Environmental Policy Act may be used to  
20 satisfy the requirements of this Section.

21 (f) Based on the analysis and conclusions in the initial study, the Environmental  
22 Review Officer shall determine, based on the requirements of CEQA, whether the project  
23 could have a significant effect on the environment, and whether a negative declaration or  
24 environmental impact report shall be prepared.

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1 APPROVED AS TO FORM:  
2 DENNIS J. HERRERA, City Attorney

3 By: \_\_\_\_\_  
4 Deputy City Attorney

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