



Central Permit Center • 555 Santa Clara Street • Vallejo • CA • 94590

Business License  
707.648.4310

Building  
707.648.4374

Fire Prevention  
707.648.4565

Planning  
707.648.4326

Public Works  
707.651.7151

---

## ENVIRONMENTAL REVIEW

### What is an Environmental Review?

The City uses the environmental review process to analyze the potential environmental impacts that could result from a project. The California Environmental Quality Act of 1970 (CEQA) governs the standards and procedures for environmental review.

### What is the purpose of an Environmental Review?

The purpose of environmental review is to evaluate a project's physical effects on man-made and natural conditions; consider measures for minimizing significant effects; and make findings on the project's environmental impact. The City may not approve a project unless adopted findings indicate one of the following:

1. The project will not have a significant impact on the environment
2. Significant effects have been substantially mitigated.
3. The significant remaining effects are unavoidable or are acceptable because of overriding considerations.

### What are the steps in the process?

Environmental review is initiated when you submit an application. Staff will review the application and determine if the project is exempt from CEQA. Specific exemptions are listed in the CEQA guidelines. If your project is not exempt, you must submit the Environmental Information Form on page 3. Staff will review the environmental form and prepare an Initial Study identifying potential significant impacts. At this stage, you can modify your project or incorporate mitigation measures so the project may, if appropriate, qualify for a Negative Declaration.

### What are the types of determinations?

**Negative Declaration:** If the Initial Study reveals that your project will not have a significant effect on the environment, a Negative Declaration will be processed and posted. A minimum 21 day public notice period is required before a Negative Declaration can be certified. If mitigation measures are required to reduce potentially significant impacts to less than significant levels, then the City will prepare a Mitigated Negative Declaration.

There is a filing fee of \$\_\_\_\_\_ for Negative Declaration.

There is a filing fee of \$\_\_\_\_\_ for Mitigated Negative Declaration.

There is an additional fee of **\$50** payable to the City of Vallejo for the filing of the Notice of by Solano County.

***Environmental Impact Report:*** An EIR will be required if substantial evidence shows that significant adverse environmental effects may result from your project.

**When is an EIR required?**

An EIR would be prepared by an independent consultant selected by a committee of the Planning Commission and paid for by the applicant. Next a meeting between the applicant, staff and consultant is scheduled. You may be required to submit additional technical information to assist in preparing the EIR.

**What is the timing involved for the EIR process?**

A draft EIR is generally prepared in 3 to 6 months, depending on the complexity of the project, followed by a minimum 30 day public review period (45 days for projects requiring review by State agencies). This review will include a Planning Commission public hearing.

Following the review period a Final EIR is prepared consisting of amendments to the draft and written responses to the comments received. Depending on the degree of public response, this process generally takes 30 to 90 days. A certification hearing is then scheduled before the Planning Commission and/or City Council. Action on the project can follow certification if all other City requirements have been satisfied.

**Where can I get additional information?**

You may contact the Planning Division at (707) 648-4326.