



CITY CEQA PROCESS

Applicant

- Submits project application

City

- Issues 30-day Project Completeness Letter with issues identified
- Works with Applicant to prepare preliminary Project Description (PD) to be used for CEQA document (final PD prepared with consultant input)
- Within 45 days: makes environmental determination (CEQA document type)

Applicant

- After resolution of Site Design issues and when the Project Description is agreed upon by the City and the Applicant
- Works with CEQA Consultant from List A to prepare draft CEQA Scope of Work (SOW)

City

- Reviews and provides comments on Draft SOW of the CEQA document and Technical Reports.
- Once SOW is finalized, chooses a peer-reviewer consultant from List B
- Sends Peer-Reviewer SOW and cost to applicant for payment

All Parties

- MOU is signed by the Applicant, Applicant's consultant, the City and City's consultant
- Joint Schedule developed (use City's standard review cycles)