

**CITY MANAGER MEMORANDUM TO CITY COUNCIL**

Meeting Date: January 16, 2020
From: Clay Holstine, City Manager *CH*
Subject: Baylands Update

Since UPC made their informational presentation to the City Council on November 21, 2019 regarding their Baylands plan draft, they have been working on preparing a project description that will be sufficient to initiate the environmental impact report (EIR) process.

The first step in the process will be the preparation of a Notice of EIR Preparation (NOP) which provides a brief project description and identifies the topics to be studied in the forthcoming EIR. The public, interested parties and agencies are given 30 days to provide any comments on the scope of the forthcoming EIR in writing to the City. During the 30 day period the City also will hold an EIR scoping meeting where the public and interested parties can provide oral comments regarding the scope of the forthcoming EIR. All comments received on the NOP in a timely manner will be taken into consideration in the preparation of the Draft EIR.

While the dates for release of the NOP and scoping meeting have not yet been determined, staff anticipates them to occur in the time frame of February/March 2020. Note that the EIR scoping meeting is not a public hearing before the Planning Commission or City Council. It will be structured as a public meeting where the City's EIR consultant provides a brief presentation and the public is given the opportunity to comment on the scope of the forthcoming EIR. All public comments will be recorded and made part of the official record.

The NOP and notice of EIR scoping meeting will be mailed to property owners within 300 feet of the Baylands, interested parties, adjoining jurisdictions, and other agencies and utilities that will be impacted by Baylands development. Notification will also be provided to the public at posting locations within Brisbane, and on-line. All related materials will be available for review on the City's website on line as well as at City Hall and the Brisbane Library.

Following the close of the NOP comment period, the timing of future processing is somewhat dependent on the developer and how quickly they move in completing and submitting a draft specific plan to the City. The Baylands subcommittee (CMs Davis and Lentz) has expressed interest that the City Council have the opportunity in an informal workshop setting to provide proactive input into the forthcoming specific plan. Staff is exploring options in scheduling such a session.