

# Planning Department

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## ENVIRONMENTAL INFORMATION ASSESSMENT

**Purpose:** The Environmental Information Assessment process is intended to identify any potential environmental effects of a proposed development project, and to identify measures to minimize or compensate for any impacts that are expected. Further, the Environmental Information Assessment facilitates the completion of a subsequent Initial Study. The Initial Study document is the primary means of determining the level of environmental review required under the California Environmental Quality Act (CEQA) and, consequently, whether a Negative Declaration or an Environmental Impact Report must be completed for a proposed project. The three major documents in the environmental review process are:

- An initial study is the preliminary analysis prepared by staff to determine whether a negative declaration or an environmental impact report should be prepared;
- A negative declaration is a document which states the project will not have, or can, based on available information be prevented from having, a significant adverse impact on the environment; and,
- An environmental impact report (EIR) is a detailed report on the estimated significant avoidable and unavoidable environmental impacts of the project.

*\*This form is intended to accompany a project application form.*

**Application Submittal Requirements:** Most environmental impact assessments are required in conjunction with a request for a land use or site plan approval. In such cases, see the information sheet for a project for all submittal requirements. This information sheet and questionnaire provides supplemental information to the project submittal application form.

**Code/Regulations Reference:** California Public Resources Code, beginning with Section 21000; implementing regulations adopted by the Office of Planning and Research (CEQA: California Environmental Quality Act, Statutes and Guidelines 2002).

**Incomplete Applications:** An application is considered to be incomplete if any of the items checked on this information sheet have not been included. Processing of the application will be delayed until the submittal is determined to be complete.

I understand that my plan review may be delayed if required materials are missing, incomplete, or otherwise lacking information or clarity as determined by staff from the submittal package. I further understand that my plan review will be delayed if materials submitted do not comply with City codes, ordinances and standards.

\_\_\_\_\_  
Project Applicant

\_\_\_\_\_  
Date

**Project Address:** \_\_\_\_\_

**Assessor's Parcel Number:** \_\_\_\_\_

**General Plan Designation:** \_\_\_\_\_ **Zoning District:** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_

**Main Phone:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

The following information is required to be submitted with a planning or development application to ascertain the level and type of environmental review that will be needed to support your project. This form may also be submitted with a Planning Application form to commence environmental studies on a project site to inform the overall project design.

**Project Name:** \_\_\_\_\_

**Brief Project Description:**

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**Have any studies or site investigations been performed for the property?** Yes ☐ No ☐ **If yes, please attach a copy of each study and list the title of each study here:**

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**Please describe what, if any, known constraints exist on the site or are adjacent to the site. Also describe any constraints attributable to the proposed use on the site and in relation to its surroundings.**

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**1. Project Site and Surrounding Land Uses:**

- a. Site size (acres): \_\_\_\_\_
- b. Total square footage of all existing buildings: \_\_\_\_\_
- c. Total square footage of all buildings to be removed: \_\_\_\_\_
- d. Total square footage of all proposed buildings: \_\_\_\_\_
- e. Describe the project site as it exists before the project:

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f. Does the project area include any off site improvements or staging areas, i.e. storage, roadway improvements or utility extensions? Yes ☐ No ☐ If yes, please describe type and location:

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g. Describe the surrounding properties (type of land use e.g., single family residential, gas station, warehouse, park, etc.):

North: \_\_\_\_\_

East: \_\_\_\_\_

South: \_\_\_\_\_

West: \_\_\_\_\_

**2. Biological (Plant and Animal Life)**

a. Does the site contain any trees? Yes ☐ No ☐ If yes, briefly describe the number and type. Attach a tree survey and or arborist report if one is available.

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b. Does the site contain any wildlife breeding, nesting or feeding areas? Yes ☐ No ☐ Unknown ☐ If yes or no, please provide your justification:

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c. Does the site contain any known endangered animal or plant species habitats? Yes ☐ No ☐ Unknown ☐ If yes or no, please provide your justification:

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d. Does the site contain or is it near (within 300 feet) any watercourse such as a stream, flood control drainage way, ditch or swale, flowing annually or seasonally? Yes ☐ No ☐ If yes, please describe:

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e. Does the site contain or is it within 300 feet of any permanent or seasonal wetlands? Yes ☐ No ☐ If yes, please describe:

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### 3. Cultural:

a. Are there any known graves or burial sites on the property? Yes ☐ No ☐

b. Is the property on a Milpitas, State or National Historic Register? Yes ☐ No ☐ If yes, please identify which list(s) here:

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c. Does the property contain any buildings 50 years or older? Yes ☐ No ☐

If yes, please attach either a Request for Historic Evaluation form or any prior historic evaluation work (e.g., a DPR form) that has been prepared.

### 4. Earth - Soils and Topography:

a. Briefly describe any grading or topographic changes needed to carry out the project:

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b. Does the site have a slope of 10% or more? Yes ☐ No ☐ If yes, approximate % slope \_\_

c. Will grading involve more than 1,000 yards of cut and fill combined? Yes ☐ No ☐ If yes, approximate total cubic yards \_\_\_\_\_ and depth of excavation\_\_\_\_\_.

Please describe the probable disposition of the cut and fill of the project, i.e. import or export?

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## 5. Hazards and Hazardous Materials:

a. Is any part of this property within a study zone as identified by the California

Geological Survey? Consult the California Department of Conservation website for information at [www.conservation.ca.gov](http://www.conservation.ca.gov) Yes ☐ No ☐ If yes, note which of the following apply:

\_\_\_\_ Hayward Fault (Alquist-Priolo zone)

\_\_\_\_ Liquefaction zone

\_\_\_\_ Landslide zone

\_\_\_\_ Other site specific hazards, please specify: \_\_\_\_\_

b. Is the subject site in the Wildfire Hazard Zone? Yes ☐ No ☐

c. Is the property on the Hazardous Waste and Substances Site List produced by the State of California? Consult list on City web site or Permit Counter. Yes ☐ No ☐

d. Does the site contain any underground storage tanks? Yes ☐ No ☐

e. Have pesticides been used for agricultural or landscape activities? Yes ☐ No ☐

f. Will end users store or work with hazardous or potentially hazardous materials? Yes ☐ No ☐ Unknown at this time ☐ If yes, please specify:

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g. Will the users generate any by-products that require on-site treatment or processing prior to disposal? Yes ☐ No ☐ Unknown at this time ☐ If yes, please describe:

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## 6. Hydrology and Water Quality:

a. Does the site contain any active or abandoned wells? Yes ☐ No ☐

b. Is the site within a flood plain? Yes ☐ No ☐

c. Does the project traverse or alter any drainage swale or creek? Yes ☐ No ☐

d. Describe the method(s) to be used to manage storm water. Identify Best Management Practices (BMP's) that will be used to prevent pollutants from entering the storm water system after the project is completed. Is the site within a flood plain?

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**7. Noise, Vibration, Glare and Odors:**

a. Is the project site within:

120 feet of a rail line or BART? Yes ☐ No ☐

500 feet of an at-grade rail crossing? Yes ☐ No ☐

500 feet of a freeway, highway or other heavily traveled roadway? Yes ☐ No ☐

Near any other noise or vibration source (e.g., industrial or commercial process)? Yes ☐ No ☐ If yes, specify source:

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b. Will the project or end user be a source of noise or vibration (e.g., industrial or commercial process)? Yes ☐

No ☐ Unknown at this time ☐ If yes, specify source:

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c. Will the project contain larger surface areas of reflective materials such as glass or metal? Yes ☐ No ☐ If yes, please specify material and usage:

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d. Will the project or end user generate odors? Yes ☐ No ☐ Unknown at this time ☐ If yes, please describe:

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e. Will the project produce a noticeable change in the ambient noise levels or subject persons to excessive noise levels or vibrations? If so, what would cause the change?

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## 8. Transportation and Circulation:

- a. Will the number of vehicular access points for the site increase, remain the same or decrease as a result of the proposed project? \_\_\_\_\_
- b. Are any drive-through facilities proposed as part of this project? Yes ☐ No ☐
- c. Are any off-site improvements (e.g., traffic signal, turn lanes, and/or road improvements) needed to serve the project? Yes ☐ No ☐ If yes, please describe the improvements:

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- d. Is the project frontage improved with curb, gutter and sidewalk? Yes ☐ No ☐ If not, describe which improvements are missing.

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- e. Are there any nearby pathways, trails, bike lanes, or bus stops? Yes ☐ No ☐ If yes, please describe what exists and approximate distance from site:

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- f. Estimate the number of auto and truck trips generated daily by this project. Indicate trip generation factor and source of traffic.

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## 9. Community Safety.

Note any special requirements for fire or police services such as hazardous materials use or storage.

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## 10. Geologic Hazards.

Does the site contain any evidence of past landslides, unstable soils or serpentine rock?

Yes ☐ No ☐ If yes, please describe the improvements:

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**Other Comments or information you would like to provide:**

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