



SAN FRANCISCO PLANNING DEPARTMENT

DATE: Month XX, 2019

TO: Distribution List for the Balboa Reservoir Project Draft Subsequent EIR

FROM: Lisa Gibson, Environmental Review Officer

SUBJECT: Request for the Final Environmental Impact Report for the Balboa Reservoir Project (Planning Department File No. 2018-007883ENV)

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This is the draft of the subsequent environmental impact report (SEIR), including the initial study, for the Balboa Reservoir Project. A public hearing will be held on the adequacy and accuracy of this document. After the public hearing, our office will prepare and publish a document titled "Responses to Comments," which will contain a summary of all relevant comments on this draft SEIR, including the initial study, and our responses to those comments. It may also specify changes to this draft SEIR, including the initial study. Those who testify at the hearing on the draft SEIR, including the initial study, will automatically receive a copy of the responses to comments document, along with notice of the date reserved for certification; others may receive a copy of the responses to comments and notice by request or by visiting our office. This draft SEIR, including the initial study, together with the responses to comments document will be considered by the San Francisco Planning Commission in an advertised public meeting and will be certified as a final SEIR if deemed adequate.

After certification, we will modify the draft SEIR, including the initial study, as specified by the responses to comments document and print both documents in a single publication called the final SEIR. The final SEIR will add no new information to the combination of the two documents except to reproduce the certification resolution. It will simply provide the information in one document, rather than two. Therefore, if you receive a copy of the responses to comments document in addition to this copy of the draft SEIR, including the initial study, you will technically have a copy of the final SEIR.

We are aware that many people who receive the draft SEIR, including the initial study and responses to comments, have no interest in receiving virtually the same information after the SEIR has been certified. To avoid expending money and paper needlessly, we would like to send copies of the final SEIR [in Adobe Acrobat format on a CD] to private individuals only if they request them. Therefore, if you would like a copy of the final SEIR, please fill out and mail the postcard, provided inside the back cover, to the Environmental Planning division of the Planning Department within two weeks after certification of the SEIR. Any private party not requesting a final SEIR by that time will not be mailed a copy. Public agencies on the distribution list will automatically receive a copy of the final SEIR.

Thank you for your interest in this project.