



SAN FRANCISCO PLANNING DEPARTMENT

Meeting AGENDA

Balboa Reservoir Project / Case No. 2018-007883ENV

Tuesday, September 18, 2018, 11:00 a.m. to 12:00 p.m.

Conference Call

Dial in number: 1-844-621-3956

Access Code: 805 988 530

1650 Mission St.
Suite 400
San Francisco,
CA 94103-2479

Reception:
415.558.6378

Fax:
415.558.6409

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Information:
415.558.6377

Invited Participants

Name	Affiliation	In attendance?
Jeanie Poling	SF Environmental Planning	
Wade Wietgreffe	SF Environmental Planning	
Elizabeth White	SF Environmental Planning	
Jennifer McKellar	SF Environmental Planning	
Jeremy Shaw	SF Planning	
Jeff Horn	SF Planning	
Robb Kapla	SF City Attorney	
Joel Roos	Pacific Union Development Company	
Joe Kirchofer	Avalon Bay Communities	
Karen Murray	Van Meter Williams Pollack	
Steve Vettel	Farella Braun + Martel LLP	
Kearstin Dischinger	BRIDGE Housing	
Tim Erney	Kittelson & Associates, Inc.	
Amanda Leahy	Kittelson & Associates, Inc.	
Mike Alston	Kittelson & Associates, Inc.	
Susan Yogi	ESA	
Karl Heisler	ESA	

1. Status of Action Items (see last page)
2. Upcoming Deliverables and Issues
 - EP comments on Draft #2 Air Quality scope of work and Draft Abbreviated Part 1 HRE due to ESA on 9/25/18.

- EP/ESA to finalize noise scope of work the week of 9/17/18
- NOP Draft 2 due to EP on 9/24/18
- Archaeological Sensitivity Assessment status
- Water Supply Assessment Calculations
- GHG Checklist

3. Scoping Meeting

4. NOA/NOP Distribution

5. Team Schedules

- Jeanie – out 9/19/18 – 9/28/18
- Wade – out 9/12/18 – 9/28/18
- Karl – out 10/11/18 – 10/26/18
- Susan – out 11/23/18 – 11/30/18
- Others?

6. Tracking Action Items

7. Confirmation of Next Meeting

Action Item	Critical Path Item?	Responsibility	Due Date	Status	Delivered Date/Comments
ESA					
Submit final noise scope of work		Susan	by end of 9/17/18 week	In Progress	
NOP Draft 2 to EP		Susan/ESA	Monday, September 24, 2018		
GHG Checklist		Susan/ESA	end of October		ESA to coordinate with sponsor team.
Sponsor Team					
Complete construction data request	X	Joe/Joel	Friday, August 17, 2018	In Progress	Received 7/25/18. ESA followed up with questions and requested additional information. Joel is preparing a more c
Submit Maher application		Joel	July	In Progress	8/14/18 - this will be provided this week
AB 900 Decision		Joe/Joel	End of September	In Progress	DPH has not received application as of 9/5/18. 9/11/18 meeting - Kearstin confirmed check will be cut this week.
Sponsor team comments on Air Quality SOW and Abbreviated Part 1 Draft		Steve	Friday, September 14, 2018	In Progress	
Provide poster boards of NOP figures		Karen	Tuesday, October 30, 2018	In Progress	
Completed SFPUC WSA calculator to ESA		Joe/Joel	Tuesday, October 16, 2018		
Kittelson					
Kittelson/EP to coordinate on approach for redistribution of existing trips		Amanda	on going	Completed	9/11/18 meeting - completed the week of 9/3.
Submit final scope of work		Amanda		Completed	Submitted final to EP, MTA on 9/11/18
Travel demand memo		Amanda	Tuesday, October 2, 2018	In Progress	
EP Action Items					
CCSF cumulative assumptions		Jeremy	Monday, October 1, 2018	In Progress	9/24 Facilities Committee meeting to present cumulative assumptions. 9/11/18 meeting - Jeremy to follow up with
Transportation SOW comments to Kittelson		Liz	Tuesday, September 11, 2018	Completed	Latest SOW submitted 9/5/18. Liz provided comments back on 9/10/18.
Provide advance approval of Kittelson's data collection	X	Liz?	Friday, August 24, 2018	Completed	
Air Quality SOW, Abbreviated Part 1 Draft HRE comments to ESA		Jeanie	Tuesday, September 25, 2018	In Progress	9/11/18 meeting - Josh Pollack will transmit AQ comments to ESA in Jeanie's absence.
NOP Draft 1 comments to ESA		Jeanie	Monday, September 17, 2018	Completed	Sent to ESA 9/17/18
Noise scope of work comments to ESA.		Jeanie	Friday, September 7, 2018	Completed	
Follow up regarding location of scoping meeting		Jeremy	by end of September	In Progress	
Coordinate with sponsor team for scoping meeting presentation		Jeremy	by mid-October	In Progress	
Provide 300' radius list, neighborhood groups list, standard EIR distribution list to ESA		Jeanie	Wednesday, October 3, 2018	In Progress	
Section 21099 Checklist		Jeanie	Monday, November 12, 2018	In Progress	