

RESOLUTION OF THE  
VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT  
ESTABLISHING LOCAL GUIDELINES TO IMPLEMENT  
THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED  
AS FOLLOWS:

Section 1. Purposes. This resolution is in compliance with and implements the purposes and provisions of the California Environmental Quality Act of 1970 as amended (Public Resources Code Section 21,000 et seq.) and the Guidelines for Implementation of the California Environmental Quality Act which have been adopted by the California Resources Agency.

Section 2. Objectives. This resolution outlines the circumstances when a document known as an environmental impact report (referred to as an EIR) must be prepared before a project can be approved. The function of an EIR is to inform the board of directors of the environmental effects of proposed projects. The environmental effects set forth in the report are to be evaluated by the board of directors before a project may be approved.

Section 3. Definition. Unless the context otherwise requires, the words used in this resolution have the same meanings as set forth in the Environmental Quality Act of 1970 as amended and the Guidelines adopted by the California Resources Agency. District means the Vandenberg Village Community Services District. Board means the board of directors of the Vandenberg Village Community Services District.

Section 4. Scope of Applicability. This resolution applies to all projects which may have a significant effect on the environment involving discretionary decision-making on the part of the District. This resolution does not apply, and an EIR is not required, for a project which is: (1) construction required by an emergency; (2) ministerial action; (3) feasibility and planning studies of potential projects; (4) any project which is otherwise exempted by law; and (5) any project where another agency is preparing an EIR.

Section 5. Initial Review. Any proposed new project which the District has discretion to undertake shall be examined at the outset by the District's staff for the purpose of determining whether an EIR is required.

(a) Staff Finding of No Exemption. If in the judgment of the District's staff the proposed project requires an EIR then it shall proceed with the project evaluation process.

(b) Staff Finding of Exemption. If in the judgment of the District's staff the proposed project is exempt from the requirement of an EIR, it shall so find on a form entitled Preliminary Environmental Assessment (a copy of which is attached hereto as Exhibit A). If so exempted no further environmental assessment shall be necessary and the proposed activity may be carried out in the manner routinely exercised by the District.

(c) Retention of Preliminary Environmental Assessment. The Preliminary Environmental Assessment shall be retained at the District's office as part of its usual record-keeping process and it shall be made available for public inspection during all regular District office hours.

Section 6. Lead Agency. Upon a determination that a proposed activity is discretionary in nature and is not otherwise exempt, consideration shall be given by the staff to whether another public agency is primarily responsible for carrying it out or approving it. The staff shall determine, following the Guidelines of the California Resources Agency, which public agency is the "lead agency". If, in the judgment of the District's staff, the District is the lead agency, the District shall proceed with the project evaluation process. If, in the judgment of the District's staff, the project does involve another public agency which is the lead agency, it shall so find and shall designate the lead agency on the Preliminary Environmental Assessment form, and unless otherwise required by the board, no further environmental assessment shall be necessary.

Section 7. Initial Study Procedures. Upon a determination that a project is discretionary and is not otherwise exempt, and the District is the agency with primary responsibility for approval of the project, an initial study shall be undertaken for the purpose of determining whether the proposed project may have a significant effect on the environment. The study may be performed by the District staff or by private experts pursuant to contract with the District. In the initial study the standards set out in the Guidelines of the California Resources Agency shall be followed. When the initial study is completed, the staff shall submit its recommendation as to whether a proposed project may or may not have a significant effect on the environment to the board on a form entitled Environmental Impact Assessment (a copy of which is attached hereto as Exhibit B).

Section 8. Board Action on Initial Study. The board shall consider the Environmental Impact Assessment at a regular or special meeting. If the board finds that the proposed project will not have a significant effect on the environment it shall order the preparation and filing of a negative declaration in accordance with the Guidelines of the California Resources Agency. If the board finds that the proposed project may have a significant effect on the environment it shall order the preparation and filing of an EIR. Members of the public may appear before the board and present their views prior to the board's determination.

Section 9. Negative Declaration. A negative declaration is a concise, one-page statement containing (1) a description of the project, and (2) a finding that the project will not have a significant effect on the environment. The negative declaration shall be filed with the county clerk and posted at the District's office.

Section 10. Board Consideration of Project. Not earlier than fifteen days following the date the negative report was filed with the county clerk, the board may consider the project at a regular or special meeting for the purpose of approving or disapproving the project. Members of the public may appear and present their views on the project. After the board has approved or disapproved the project, a Notice of Determination form (attached hereto as Exhibit C) shall be prepared and filed with the county clerk and shall be posted at the District's office.

Section 11. Environmental Impact Reports. If the board, upon considering the Environmental Impact Assessment, finds that the proposed project may have a significant effect on the environment it shall order the preparation of an Environmental Impact Report. The EIR shall meet all the requirements of the California Environmental Quality Act of 1970 as amended and the Guidelines of the California Resources Agency. The report may be prepared by the District's staff or by private experts pursuant to contract with the District.

Section 12. Board Action on EIR. A draft EIR shall be presented to the board for review at a regular or special meeting. If the board finds the draft EIR to be in order a Notice of Completion shall be filed with the Secretary of the Resources Agency on a form attach hereto as Exhibit D. Simultaneously with the filing of a Notice of Completion the District shall cause a copy of said Notice to be posted at the District's office and two other public places within the District. The District shall also submit copies of the draft EIR for review and comment to all public agencies having jurisdiction by law over the proposed project with a request that such agencies submit written comments to the District within the time established for review by the board, which time shall not be less than thirty days.

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Section 13. Public Hearings. From time to time the board, in its discretion, may conduct a public hearing on the environmental impact of a proposed project. Such public hearing shall be conducted after the filing and posting of a Notice of Completion but not sooner than fourteen days thereafter. The draft EIR shall be used as the basis for discussion during such public hearings. Notice of the time and place of the public hearing shall be published once in a newspaper of general circulation within the District and posted at the District office and two other public places within the District. Publication or posting shall be done at least fourteen days prior to the date set for public hearing. Said notice shall also indicate where the draft EIR is available for review.

Section 14. Final EIR. Following the receipt of comments on the draft EIR by other public agencies and following a public hearing if one is held a final EIR shall be prepared in accordance with the Guidelines of the California Resources Agency. The final EIR shall be presented to the board at a regular or special meeting at which members of the public may appear and present their views. If the board finds the final EIR to be in order it shall adopt it, whereupon it may proceed immediately to consider the proposed project for purposes of approval or disapproval.

Section 15. Notice of Determination. Following approval or disapproval of the project the District shall cause to be prepared a Notice of Determination (Exhibit C attached hereto) and shall file said Notice with the county clerk.

Section 16. Categorical Exemptions. The following classes of projects, in accordance with and pursuant to Article 8 of the Buideline, have been determined not to have a significant effect on the environment, and therefore are declared to be categorically exempt from the requirement of preparing a negative declaration or an EIR. The categorical exemptions listed herein are not intended to be, and are not to be construed to be a limitation on the categorical exemptions set forth in Article 8 of the State Guidelines.

(a) Class I: Existing Facilities. Class I consists of the operation, repair, maintenance or minor alteration of all existing District facilities, structures, equipment or other property of every kind which actively involves negligible or no expansion of use beyond that previously existing, including but not limited to:

- (1) water and sewer conveyance facilities;
- (2) water and sewer connection facilities, including meter boxes;
- (3) fire hydrants;
- (4) storage reservoirs;
- (5) pump stations;
- (6) buildings; and
- (7) treatment plants.

(b) Class II: Replacement or Reconstruction. Class II consists of replacement or reconstruction of any District facilities, structures or other property where the new facility or structure will be located on the same site as the replaced reconstructed facility or structure and will have substantially the same purpose and capacity as the replaced or reconstructed facility or structure, including but not limited to:

- (1) water and sewer conveyance facilities;
- (2) water and sewer connection facilities, including meter boxes;
- (3) fire hydrants;
- (4) storage reservoirs;
- (5) pump stations;
- (6) buildings; and
- (7) treatment plants.

(c) Class III: New Construction of Small Structures. Class III consists of construction of new facilities or structures and installation of new equipment or facilities, including, but not limited to:

- (1) water and sewer main extensions to serve a newly constructed single family residence; and
- (2) connecting facilities, including meter boxes, to serve a newly constructed single family residence.

(d) Class IV: Minor Alterations to Land. Class IV consists of minor alterations in the condition of land, water, and/or vegetation, including but not limited to:

- (1) small water diversion facilities;
- (2) grading on land with a slope of less than 10 percent except where it is to be located in a waterway, in any wetland, in an officially designated (by Federal, State or local governmental action) scenic area, or in officially mapped areas of severe geologic hazard;
- (3) new gardening or landscaping but not including tree removal;

- (4) filling of earth into previously excavated land with material compatible with the natural features of the site;
- (5) minor alterations in land, water and vegetation on existing officially designated wildlife management areas of fish production facilities which result in improvements of habitat for fish and wildlife resources or greater fish production.

(e) Class V: Information Collection. Class V consists of basic data collection, research, experimental management and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource. These activities may be undertaken strictly for information gathering purposes or as part of a study leading toward the undertaking of a project.

(f) Class VI: Inspection. Class VI consists of inspection activities, including but not limited to inquiries into the performance of an operation and examinations of the quality, health or safety of a project.

(g) Class VII: Accessory Structures. Class VII consists of the construction or placement of minor structures accessory to or appurtenant to existing commercial, industrial or institutional facilities, including small parking lots.

(h) Class VIII: Surplus Personal Property. Class VIII consists of sales of surplus District personal property.

Section 17. Review of Reports of Other Agencies. When draft EIR's prepared by other agencies are submitted to the District the staff shall review the draft and transmit such comments as the staff deems necessary to the other agency.

Section 18. Private Projects. When a project is initiated by a private person, such person shall pay the District's total cost for the preparation of all required reports and filing fees labor, supplies, outside expense and overhead.

(a) Prior to commencing any work on the preparation of a required report, the District staff shall estimate the total cost of such preparation and shall notify the person who is to pay for it of such estimated cost.

(b) Said person shall deposit the total estimated cost with the District before any work commences on the required reports.

(c) If the total cost exceeds the deposit, the District staff shall notify the person who shall deposit whatever additional amount is estimated to be necessary. If such additional amount is not deposited, work on the required reports shall be suspended.

(d) If after completion of the required reports the total deposit exceeds the total cost, the difference shall be refunded to the person who made the deposit.

(e) When the costs have been paid, the District staff shall present the required reports to the board.

PASSED AND ADOPTED by the Board of Directors of the Vandenberg Village Community Services District, County of Santa Barbara, State of California, the 23rd day of May, 1984, by the following vote:

AYES, AND IN FAVOR THERE OF, DIRECTORS: Gabus, Grantz,  
McKenna, Sutherland and Welch

NOES, DIRECTORS: None

ABSENT, DIRECTORS: None



Jock Sutherland  
President, Board of Directors  
Vandenberg Village Community  
Services District

ATTEST:


  
Temporary Secretary, Board of Directors

EXHIBIT A

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

3875 F Constellation Road  
Lompoc, California 93436

PRELIMINARY ENVIRONMENTAL ASSESSMENT

Name of Project

Location

Entity or Person Undertaking Project

A. Vandenberg Village Community Services District

B. Other:

1. Name: \_\_\_\_\_

2. Address: \_\_\_\_\_  
\_\_\_\_\_

Staff Determination

The District's staff, having undertaken and completed a preliminary review of this project in accordance with the "RESOLUTION OF THE VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT ESTABLISHING LOCAL GUIDELINES TO IMPLEMENT THE CALIFORNIA ENVIRONMENTAL QUALITY ACT" has concluded that this project does not require further environmental assessment because:

- ( ) 1. The proposed action does not constitute a project within the meaning of the California Environmental Quality Act and the Guidelines of the California Resources Agency.
- ( ) 2. The project is a Ministerial Project.
- ( ) 3. The project is an Emergency Project.
- ( ) 4. The project constitutes a feasibility or planning study.
- ( ) 5. The project is Categorically Exempt under Section 16.

Applicable Exemption Class \_\_\_\_\_

- ( ) 6. The project involves another public agency which constitutes the lead agency.

Name of Lead Agency \_\_\_\_\_

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TITLE: \_\_\_\_\_



EXHIBIT B

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

ENVIRONMENTAL IMPACT ASSESSMENT

Name of Project - Proposed Public Acquisition of Park Water Co.  
Water & Sewer Facilities

Location-Vandenberg Village and associated leaseholds, easements  
& other properties & rights of Park Water Co., including capacity  
Entity or Person Undertaking Project rights in the Lompoc  
Regional Wastewater Treatment Plant

(A.) Vandenberg Village Community Services District

B. Other:

1. Name: \_\_\_\_\_

2. Address: \_\_\_\_\_  
\_\_\_\_\_

Staff Determination

The District's staff, having undertaken and completed an initial study of this project in accordance with Section 7 of the "RESOLUTION OF THE VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT ESTABLISHING LOCAL GUIDELINES TO IMPLEMENT THE CALIFORNIA ENVIRONMENTAL QUALITY ACT" for the purpose of ascertaining whether the proposed project might have a significant effect on the environment has reached the following conclusion:

- ( ) 1. The project could not have a significant effect on the environment; therefore, a negative declaration should be prepared.
- ( X ) 2. The project could have a significant effect on the environment; therefor, and EIR will be required.

23 May, 1984  
DATE

\_\_\_\_\_  
TITLE: \_\_\_\_\_

EXHIBIT C

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

NOTICE OF DETERMINATION

\_\_\_\_\_  
Responsible Agency/Division Division

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
Location Area Code Phone Extension

\_\_\_\_\_  
Contact Person

The board of directors of the Vandenberg Village Community Services District on \_\_\_\_\_, 198 took the following action concerning the above project:

1. Determined to (approve) (disapprove) the project; and
2. Determined that the project (will) (will not) have a significant effect on the environment.

An EIR (has) (has not) been prepared pursuant to the provisions of the California Environmental Quality Act of 1970, as amended.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TITLE: \_\_\_\_\_

EXHIBIT D

VANDENBERG VILLAGE COMMUNITY SERVICES DISTRICT

3875 F Constellation Road  
Lompoc, California 93436

NOTICE OF COMPLETION

Responsible Agency \_\_\_\_\_ Division \_\_\_\_\_

Name of Project \_\_\_\_\_

Location \_\_\_\_\_

Contact Person \_\_\_\_\_ Area Code \_\_\_\_\_ Phone \_\_\_\_\_ Extension \_\_\_\_\_

PROJECT DESCRIPTION OF NATURE, PURPOSE, AND BENEFICIARIES \_\_\_\_\_

Project Location - City \_\_\_\_\_

Project Location - County \_\_\_\_\_

Address where copy of draft EIR is available \_\_\_\_\_

DATE \_\_\_\_\_

TITLE: \_\_\_\_\_