

# **CITY OF MILLBRAE**

## **CEQA GHG EMISSIONS ANALYSIS**

## **COMPLIANCE CHECKLIST**

### **CLIMATE ACTION PLAN CONSISTENCY CHECKLIST**

#### **for Future Development<sup>1</sup>**

The City of Millbrae has adopted a Climate Action Plan (CAP) that establishes 2025 and 2030 greenhouse gas (GHG) emissions targets and provides strategies to establish a trajectory towards achieving those targets. The CAP includes specific measures to achieve the short-term communitywide emissions reduction targets of 32 percent below 2005 levels by 2025 and 49 percent below 2005 levels by 2030. This is consistent with California's goal of reducing GHG emissions to 40 percent below 1990 levels (Senate Bill 32) by 2030 and provides substantial progress towards achieving the State's long-term GHG reduction goal of carbon neutrality (Executive Order B-55-18) by 2045. The City Council, City staff, and community will continue to develop an approach to meet the State's long-term goal of carbon neutrality.

Over the years, the City has implemented many environmental programs. The CAP establishes the continuation of some programs, expansion of other programs, and implementation of new programs to reduce GHG emissions.

Per the 2020 Millbrae CAP, the Millbrae GHG Emissions Inventory will be updated at least every three years but ideally annually if assistance from the San Mateo County RICAPS climate program is available. In addition, the CAP will be updated periodically with annual reviews of progress on implementation of specific CAP measures and with respect to meeting emissions reduction targets.

Pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15183.5, a lead agency may determine that a project's or plan's incremental contribution to a cumulative effect is not cumulatively considerable if it complies with the requirements in a previously adopted plan or mitigation program under specified circumstances. In order for the 2020 Millbrae CAP to be considered a qualified GHG reduction strategy and provide for CEQA streamlining of GHG analysis for future development, the CAP must identify those measures that are applicable to future development projects. The 2020 Millbrae CAP includes measures that are applicable to existing developments, municipal government operations, as well as voluntary and mandatory measures to be applied to future development for public and private projects. Mandatory GHG reduction programs that are applicable to future development are summarized in the following CEQA GHG Emissions Compliance Checklist (referred to herein as the CEQA GHG Checklist). This CEQA GHG Checklist identifies applicable regulations, applicability, requirements, and monitoring and reporting required by those regulations. The purpose of the CEQA GHG Checklist is to assist with determining project or plan consistency with the CAP and provide a streamlined

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<sup>1</sup> Future development refers to any project or plan that is subject to discretionary review and triggers environmental review pursuant to CEQA.

review process for proposed future development projects that are subject to discretionary review and trigger environmental review pursuant to the CEQA.

This CEQA GHG Checklist contains measures that are required to be implemented on a project-by-project basis to ensure that the specified emissions targets identified in the CAP are achieved. Implementation of these measures would ensure that future development is consistent with CAP assumptions for relevant CAP strategies toward achieving the identified GHG reduction targets. Projects or plans that are consistent with the CAP as determined through the use of this CEQA GHG Checklist may rely on the programmatic CAP Initial Study-Negative Declaration GHG emissions analysis for the respective project- and cumulative-level GHG emissions impacts analysis. Inconsistency with any of the applicable-by-land use-type measures in this CEQA GHG Checklist would make a Plan/Project inconsistent with the overall CEQA GHG Checklist. **Projects that are identified as not consistent with the CAP through the use of this CEQA GHG Checklist must prepare a project-specific analysis of GHG emissions, including quantification of existing and projected GHG emissions compared to BAAQMD GHG emissions thresholds or other GHG emissions thresholds determined appropriate by the City and incorporation of the CAP measures in this CEQA GHG Checklist to the extent feasible.**

Cumulative GHG emissions associated with construction from a land use development project are generally orders of magnitude lower than the operational emissions from a project, because construction emissions are generally short in duration compared to the project's overall lifetime, and thus can be assessed qualitatively as part of related CEQA GHG emissions analysis. However, some projects may have long construction periods or entail large quantities of cut and fill that could result in construction-related GHG emissions that may be considered significant. Thus, the City retains the discretion on a project-by-project basis to consider whether a project's construction-related GHG emissions could be cumulatively considerable and require more detailed quantitative CEQA GHG emissions analysis and respective mitigation.

This CEQA GHG Checklist may be periodically updated to incorporate new GHG reduction techniques, to comply with later amendments to the CAP, or to reflect changes in other sustainability-focused local, State, or federal laws, regulations, ordinances, and programs. At a minimum, this CEQA GHG Checklist will be updated as needed to be consistent with CAP update timing.

## APPLICATION SUBMITTAL REQUIREMENTS

The CEQA GHG Checklist is required to accompany the City's Environmental Determination Application Checklist, whether supported by private or government (local or State) funding, proposed within the City limits. The CEQA GHG Checklist is designed to assist the applicant in identifying the minimum CAP and other applicable sustainability-focused requirements specific to a proposed project or plan. However, it may be necessary to supplement the completed CEQA GHG Checklist with supporting materials, calculations, or certifications to demonstrate compliance with CAP and other applicable sustainability-focused requirements. If the minimum CAP and other applicable sustainability-focused requirements are not already clearly committed to as part of the CEQA project description, the completed CEQA GHG Checklist will be included in the respective project or plan conditions of approval.

# GENERAL PROJECT INFORMATION

<b>Contact Information:</b>	
<b>Project or Plan Name:</b>	
<b>Address:</b>	
<b>Applicant Name and Co.:</b>	
<b>Contact Phone:</b>	<b>Contact Email:</b>
<b>Was a consultant retained to complete this checklist? Yes <input type="checkbox"/> No <input type="checkbox"/></b>	
If Yes, complete the following:	
Consultant Name: _____	Contact Phone: _____
Company Name: _____	Contact Email: _____
<b>Project Information</b>	
<b>What is the size of the project site or plan area (acres)?</b>	
<b>Gross:</b> _____	
<b>Net:</b> _____	
<b>Identify all applicable proposed land uses:</b>	
<input type="checkbox"/> Residential (indicate # of single-family dwelling units): _____	
<input type="checkbox"/> Residential (indicate # of multi-family dwelling units): _____	
<input type="checkbox"/> Commercial (indicate total square footage, gross and net): _____	
<input type="checkbox"/> Municipal (indicate total square footage, gross and net): _____	
<input type="checkbox"/> Other (describe): _____	
<b>Project description. This description should be consistent with the project description that will be used for the CEQA document. The description may be attached to the GHG Checklist if there are space constraints.</b> _____ _____ _____ _____ _____ _____ _____	

## COMPLIANCE CHECKLIST TABLE

Section 1: LAND USE CONSISTENCY			
Regulation	Requirements	Project/Plan Compliance	Required Explanation <sup>2</sup>
General Plan	<p>1a. Does the project include a land use and/or zoning amendment? If “No”, proceed to Section 2 – CAP Measures Consistency. If “Yes”, proceed to question 1b.</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>N/A <input type="checkbox"/></p>	<hr/> <hr/> <hr/> <hr/>
General Plan	<p>1b. Does the land use and/or zoning amendment result in an equivalent or less GHG-intensive project when compared to the existing conditions?</p> <p>If “No”, the applicant must prepare a project-specific analysis of GHG emissions, including quantification of existing and projected GHG emissions compared to BAAQMD GHG emissions thresholds or other GHG emissions thresholds determined appropriate by the City and incorporation of the CAP measures in this CEQA GHG Checklist to the extent feasible.</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>N/A <input type="checkbox"/></p>	<hr/> <hr/> <hr/> <hr/>

<sup>2</sup> Every question included in this checklist is required to be answered with explanation of either: 1) how it will be achieved, 2) why it will not be achieved, or 3) why it is not applicable.

## Section 2: CAP MEASURES CONSISTENCY

Regulation	Requirements	Project/Plan Compliance	Required Explanation
<b>Land Use</b>			
<b>Smart Growth</b>			
Climate Action Plan (Measure 23)	2. <b>All Project Types. Smart Growth.</b> Will the Project/Plan include infill, transportation-oriented, and/or mixed-use development that meets or exceeds the maximum density allowed under the existing zoning and General Plan land use designation?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____ _____
<b>Green Building Standards</b>			
Climate Action Plan (Measure 2)	3a. <b>Residential Green Building Ordinance.</b> Will the Project/Plan include construction and operational commitment to comply with the latest version of CALGreen Code for residential new construction and remodels? (mandatory requirement)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____ _____
Climate Action Plan (Measure 1)	3b. <b>Commercial Green Building Ordinance.</b> Will the Project/Plan include construction and operational commitment to comply with the latest version of CALGreen Code for commercial new construction and remodels? (mandatory requirement)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____ _____
Climate Action Plan (Measure 19)	3c <b>Municipal Green Building Policy.</b> Will the Project/Plan include construction and operational commitment to comply with CALGreen Code and City Reach Codes for building electrification and to achieve LEED Silver or Gold status (or equivalent) for municipal new construction and remodels? (mandatory requirement)	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____ _____

Energy			
Energy Efficiency			
Climate Action Plan (Measure 3)	<p>4a. <b>Residential Energy Efficiency Incentives and Rebates.</b> Will the Project/Plan strive to participate in residential energy efficiency programs (including BayREN Home+ program, San Mateo County Energy Watch, and PG&amp;E efficient appliance rebates) and conduct residential energy audits?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<hr/> <hr/> <hr/>
Climate Action Plan (Measure 4)	<p>4b. <b>Commercial Energy Efficiency Programs.</b> Will the Project/Plan strive to participate in commercial energy efficiency programs and demand response programs (including SMC Energy Watch and PG&amp;E appliance rebates, 0% energy efficiency financing, and demand response programs) and conduct commercial energy audits?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<hr/> <hr/> <hr/>
Climate Action Plan (Measure 17)	<p>4c. <b>Municipal Buildings Energy Efficiency.</b> Will the Project/Plan strive to participate in San Mateo County Energy Watch, leverage benchmarking to identify opportunities for energy-efficient upgrades and track energy performance, as well as conduct municipal energy audits?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<hr/> <hr/> <hr/>
Climate Action Plan (Measure 5)	<p>5a. <b>Residential Energy Conservation Program.</b> Will the Project/Plan comply with the most recent residential energy conservation ordinance by meeting minimum energy-efficiency standards upon the sale of the building, if required?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<hr/> <hr/> <hr/>
Climate Action Plan (Measure 6)	<p>5b. <b>Commercial Energy Conservation Program.</b> Will the Project/Plan comply with the most recent commercial energy conservation ordinance by meeting minimum energy-efficiency standards upon the sale of the building, if required?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<hr/> <hr/> <hr/>

Climate Action Plan (Measure 14)	6. <b>All Project Types. Street Lighting.</b> Will the Project/Plan include efficient street, signal, park, and parking lot lighting?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
Climate Action Plan (Measure 15)	7. <b>Municipal Environmentally Preferred Energy Purchasing Policy.</b> Will the Project/Plan include Energy Star equipment as part of sustainable purchasing?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
Climate Action Plan (Measure 7)	8. <b>All Project Types. Tree Planting Program.</b> Will the Project/Plan provide shade trees for buildings with eastern, western, or southern exposures?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
<b><i>Renewable Energy</i></b>			
Climate Action Plan (Measure 11)	9a. <b>Residential &amp; Commercial Participation in Community Choice Aggregation.</b> Will the Project/Plan strive to retain Peninsula Clean Energy as the energy provider and encourage occupants to opt for the 100% renewable energy option (highly recommended)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
Climate Action Plan (Measure 16)	9b. <b>Municipal Participation in Community Choice Aggregation.</b> Will the Project/Plan participate in ECO100 (100% renewable) electricity service through PCE for municipal projects (mandatory)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____

Climate Action Plan (Measure 10)	10a. <b>Residential Buildings Solar Requirement.</b> Will the Project/Plan strive to participate in bulk purchase program such as the Peninsula SunShares Program (voluntary) and include installation of a solar PV system at time of construction for residential new construction and remodels (mandatory)? Please refer to ordinance 783	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____
Climate Action Plan (Measure 12)	10b. <b>Commercial Buildings Solar Requirement.</b> Will the Project/Plan include installation of a solar PV system at time of construction for commercial new construction (mandatory)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____
Climate Action Plan (Measure 18)	10c. <b>Municipal Buildings Solar Requirement.</b> Will the Project/Plan include installation of a solar PV system at time of construction for municipal new construction and remodels (mandatory)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____
Climate Action Plan (Measure 13)	11. <b>All Project Types. Pairing Battery Storage with Solar PV Systems.</b> Will the Project/Plan strive to provide education and outreach regarding the benefits of pairing battery storage with solar PV systems to related businesses, residents, and contractors?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____

### ***Building Electrification***

Climate Action Plan (Measure 9)	12a. <b>Residential &amp; Commercial All-Electric Ordinance.</b> Will the Project/Plan include all-electric residential or commercial new construction and/or remodels, including for electric lighting, heating, cooking, and water heating (mandatory)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____
Climate Action Plan (Measure 8)	12b. <b>All Project Types. Electrical Panel Upgrades in Existing Buildings.</b> Will the Project/Plan leverage incentives/resources by PCE, BayREN, and PG&E to upgrade <i>existing</i> residential and commercial buildings to be all-electric, including solar PV, battery storage, air source heat pumps, heat pump water heaters, electric dryers, electric stoves, and electric vehicles?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____

### ***Vehicle Electrification***

Climate Action Plan (Measure 31)	13a. <b><u>All Project Types. EV Charging Infrastructure in Existing Buildings.</u></b> Will the Project/Plan leverage incentives from PCE to include charging infrastructure at existing public properties, multi-unit dwellings, and workplaces?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____ _____
Climate Action Plan (Measure 32)	13b. <b><u>All Project Types. EV Charging Infrastructure in New Construction.</u></b> Will the Project/Plan comply with the most recent City Reach Code for residential and commercial buildings new construction related to provision of parking spaces designed to accommodate electric vehicle charging equipment and clean air vehicles (EVs, PHEVs) (mandatory)? Refer to ordinance 783	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____ _____

### ***Transportation***

#### ***Alternative Transportation***

Climate Action Plan (Measure 30)	14. <b><u>All Project Types. Shuttle Program.</u></b> If not proximate to transit hubs or lines, will the Project/Plan connect to transit via shuttle service as requested by the City?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____
Climate Action Plan (Measure 28)	15a. <b><u>All Project Types. Bike Sharing.</u></b> Will the Project/Plan accommodate shared bike service as requested by the City?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____
Climate Action Plan (Measure 33)	15b. <b><u>All Project Types. Shared Electric Bikes and Scooters.</u></b> Will the Project/Plan modify existing infrastructure to accommodate shared electric bikes and scooters via provision of dedicated off-street parking spaces and on-street corrals as requested by the City?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____ _____ _____

### ***Active Transportation***

Climate Action Plan (Measure 24)	<p>16a. <b>All Project Types. Walkable/Bikeable Street Landscape.</b> Will the Project/Plan design the urban landscape to make walking and biking more desirable, including via provision of bike lanes, bike parking, traffic calming, beautification, etc.?</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>N/A <input type="checkbox"/></p>	
Climate Action Plan (Measure 25)	<p>16b. <b>All Project Types. Safe Routes to School.</b> Will the Project/Plan establish bike trails and safe pedestrian routes to local schools (infrastructure)?</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>N/A <input type="checkbox"/></p>	

### ***Commuting & Vehicle Sharing***

Climate Action Plan (Measure 35)	<p>17a. <b>Municipal Employee Commuting Program.</b> Will the Project/Plan promote and incentivize public transportation, carpooling, biking, etc. for municipal new construction and remodels?</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>N/A <input type="checkbox"/></p>	
Climate Action Plan (Measure 29)	<p>17b. <b>All Project Types. Car Sharing.</b> Will the Project/Plan open a car sharing station or provide car sharing parking as requested by the City?</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>N/A <input type="checkbox"/></p>	

Waste			
<i>Materials Recycling &amp; Composting</i>			
Climate Action Plan (Measure 37)	18a. <b>Residential &amp; Commercial Landfill Diversion Rate Goal.</b> Will the Project/Plan meet current legislation to recycle, and increase participation in recycling programs and weekly collection of recyclables and organic waste to achieve 85 percent diversion from landfill (mandatory)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
Climate Action Plan (Measure 39)	18b. <b>Commercial Organics Recycling Ordinance.</b> Will the Project/Plan require that all businesses and multi-family complexes with more than five units to sort and recycle organic material in order to comply with AB 1826 (mandatory)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
Climate Action Plan (Measure 42)	18c. <b>Municipal Zero Waste Policy.</b> Will the Project/Plan implement on-site methods to achieve 95 percent waste diversion from landfills?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
<i>Green Materials</i>			
Climate Action Plan (Measure 40)	19a. <b>Municipal Environmentally Preferred Purchasing Policy.</b> Will the Project/Plan implement sustainable purchasing policy to reduce energy and waste, conserve water, and increase recycling?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
Climate Action Plan (Measure 38)	19b. <b>All Project Types. Sustainable Food Service Ware.</b> Will the Project/Plan comply with the most recent Sustainable Food Service Ware ordinance to require that all food ware is compostable and to reduce the use of other single-use items in food services (mandatory)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
Climate Action Plan (Measure 41)	19c. <b>Municipal Sustainable Vendor Policy for Events.</b> Will the Project/Plan include a plan to work with event organizers for recycling cardboard, paper, containers and food/organics at public events, and for using	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____

	compostable/recyclable food service ware (mandatory)?		
<b>Water</b>			
<b>Water Use Efficiency</b>			
Climate Action Plan (Measure 5)	20a. <b>Residential Energy/Water Conservation Program.</b> Will the Project/Plan meet minimum water-efficiency standards (mandatory)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
Climate Action Plan (Measure 6)	20b. <b>Commercial Energy/Water Conservation Program.</b> Will the Project/Plan meet minimum water-efficiency standards (mandatory)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
Climate Action Plan (Measure 20)	21a. <b>All Project Types. Water Conservation Incentives.</b> Will the Project/Plan strive to install and maintain water-efficient appliances and fixtures?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
Climate Action Plan (Measure 21)	21b. <b>All Project Types. Water Efficient Landscape Ordinance and Indoor Water Efficiency Requirements.</b> Will the Project/Plan implement the State Model Water Efficient Landscape Ordinance (MWELO) and CALGreen indoor water efficiency requirements (mandatory)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
<b>Water Recycling</b>			
Climate Action Plan (Measure 22)	22. <b>All Project Types. “Graywater Ready”.</b> Will the Project/Plan strive to include development that is built “graywater ready” for new construction?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	_____
<b>Overall Sustainability</b>			
<b>Green Businesses</b>			

Climate Action Plan (Measure 43)	23. <b>Commercial &amp; Municipal Green Business Program.</b> Will the Project/Plan strive to be a certified Bay Area Green Business and implement respective sustainable practices?	Yes <input type="checkbox"/>	<hr/> <hr/> <hr/>
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