

Note: There is no standard format for a CIA memo and length may vary depending on complexity. A memo may range from disclosing that community resources exist but studies show there are no or minimal potential project impacts, to a more detailed memo that addresses the resources of concern, impacts, and any project measures to reduce impacts. Alternatively, a CIA memo may simply state there are no impacts, community issues or resources of concern in the project area. The below is an example CIA memo for reference.

Memorandum

To: PAMELA PLANNER
Environmental Analysis

Date: August 31, 2016

From: DEPARTMENT OF TRANSPORTATION
District 11 – Community Impact Studies

File: 11-SD-163
EA 264IJK
PM 1.42

Subject: COMMUNITY IMPACT ASSESSMENT FOR THE SEISMIC RETROFIT & REHABILITATION OF THE CABRILLO BRIDGE WITHIN BALBOA PARK

Based on review of this documentation, it was determined that the project would likely have no significant impacts to the community; a separate Community Impact Assessment study will therefore not be required.

The proposed project is located adjacent to the Bankers Hill community within the city of San Diego, in San Diego County. This is an older, established, and built-out community, which consists of residential, commercial, office, and parkland uses. The bridge project, itself, is located within the city of San Diego's parkland, and serves as the main entryway to the historic Balboa Park.

Most of the potential impacts anticipated from this proposed project are construction-related. During construction, there is potential that the Cabrillo Bridge may need to be closed during certain construction activities. This could potentially impact public service delivery, such as fire, ambulance, and police. If possible, at least one lane of traffic should remain open during park hours. Temporary closure of this bridge could also impact access to this popular tourist location, and possibly affect the businesses that lie within the park. However, since there are other entrances to the park, this impact will be minimal, if appropriate detour signs are posted. The construction schedule should be designed around Special Events and seasonal crowds. It is also possible that an adjacent jogging trail and archery range may be impacted. Coordination with

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August 31, 2016

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the City of San Diego Park and Recreation Department, the Balboa Park Committee, the Greater Golden Hill Planning Group, North Park Planning Group, Uptown Planning Group, and the City of San Diego's Historical Resources Board has taken place to ensure minimal impacts to the park's events and sport activity areas.

The lower portion of this project, where the project's columns span the State Route 163, may also have construction-related impacts, as lanes of the freeway may need to be temporarily closed. It is anticipated that most lane closures will take place during the night and/or weekends, when traffic is not heavy. This will help minimize the traffic impacts.

The bridge also serves as an historic landmark for the City of San Diego, and is a key visual element to the community's character. The alternative that best preserves the visual and historic integrity of the structure should be chosen, to minimize these impacts.

APPROVAL RECOMMENDED

NAME

Title

Area

Date

APPROVED

NAME

Title

Area

Date