



# PLANNING DEPARTMENT

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January 24, 2004

RE: Market & Octavia Neighborhood Plan, Case # 2003.0347E  
Notice of Preparation of an Environmental Impact Report

To: Responsible Agencies, Trustee Agencies, and Interested Parties:

A Notice of Preparation of an Environmental Impact Report (EIR) for the above-referenced project is being sent to you because you have expressed an interest in the proposed project or the project area, or because you have been identified by the Planning Department as potentially having an interest in the project. Notice of publication of this document will be printed in a newspaper of general circulation on the day following the day that this was mailed to you.

As stated in the Notice, the Planning Department has determined that an EIR must be prepared for the proposed project prior to any final decision regarding whether to approve the project. The purpose of the EIR is to provide information about potential significant physical environmental effects of the proposed project, to identify possible ways to minimize the significant effects, and to describe and analyze possible alternatives to the proposed project.

Please note that preparation of an EIR does not indicate a decision by the City to approve or to disapprove the proposed project. However, prior to making any such decision, the decision makers must review and consider the information contained in the EIR.

Comments concerning the environmental effects of this project are welcomed. In order for your concerns to be fully considered throughout the environmental review process, we would appreciate receiving your comments you may have about the issues to be addressed in the Environmental Impact Report by February 23, 2004. If you have any questions concerning the attached materials and the process, or if you wish to receive a copy of the Draft EIR directly when it is available, please contact Rana Ahmadi at 415-558-5966.

Sincerely,

Paul E. Maltzer  
Environmental Review Officer