



SUMMARY REPORT

Agenda Date: 4/15/2025

To: Board of Supervisors

Department or Agency Name(s): Permit Sonoma

Staff Name and Phone Number: Tennis Wick (707) 565-1925, Jen Chard (707) 565-2336

Vote Requirement: Majority

Supervisorial District(s): Fourth

Title:

Permit Sonoma File No. PLP24-0016, Airport Village Senior Housing Project - Environmental Impact Report Preparation Contract Award; 3843 Brickway Boulevard, Santa Rosa (APNs 059-271-073, -090; 059-340-031, -032; 059-430-005, -006, -008 and -009)

Recommended Action:

Adopt a Resolution authorizing the Director of Permit Sonoma, or designee, to execute an agreement with Rincon Consultants, Inc., in a form acceptable to County Counsel, manage and prepare an Environmental Impact Report (EIR) pursuant to the California Environmental Quality Act (CEQA) for the proposed Airport Village Senior Housing Project in Sonoma County for a term not to exceed three years, commencing on the date of the last required signature to the agreement, and in an amount not to exceed \$385,967.

Executive Summary:

On April 4, 2024, Permit Sonoma received an application from Gallaher Community Housing, Inc. for a “builder’s remedy” housing development project under the Housing Accountability Act (SB 330). The Airport Village Senior Housing Project (“Project”) includes a major subdivision reconfiguring the existing 8 parcels to 7 new parcels, 1,464 restricted senior housing residential units, 10,561 square feet of recreational space, outdoor recreational space and 10,000 square feet of non-residential retail commercial space on 40 acres located at 3843 Brickway Boulevard, Santa Rosa (APNs 059-271-073, -090; 059-340-031, -032; 059-430-005, -006, -008 and -009).

Permit Sonoma recommends the Board authorizes the Director of Permit Sonoma, or designee, to execute an agreement with Rincon Consultants, Inc., in a form acceptable to County Counsel, manage and prepare an Environmental Impact Report (EIR) pursuant to the California Environmental Quality Act (CEQA) for the proposed Airport Village Senior Housing Project in Sonoma County for a term not to exceed three years and commencing on the date of the last required signature to the agreement, and in an amount not to exceed \$385,967.

Discussion:

Background:

Gallaher Community Housing, Inc. submitted a “builder’s remedy” housing development project under the Housing Accountability Act (SB 330). A preliminary SB 330 application was submitted to Permit Sonoma on October 13, 2023, and a subsequent application was filed on April 4, 2024. On December 19, 2024, Permit

Sonoma deemed the application complete and determined that the scope and intensity of development proposed has the potential to result in significant environmental impacts that cannot be fully mitigated, and an Environmental Impact Report (EIR) is required.

The complete application submitted by Gallaher Community Housing, Inc. is proposing:

- 1) 1,172,985 square feet of residential space across 1,464 rental residential units. The residential program includes 919 one-bedroom units and 545 two-bedroom units. All of the units will be restricted for seniors only and are proposed to be made affordable to households earning 100% AMI or below. The residential component also includes a 10,561 square foot recreation building with marketing offices;
- 2) 10,000 square feet of non-residential retail commercial space for a market and similar commercial uses; and
- 3) A tentative map for a Major Subdivision to reconfigure the eight existing project parcels into seven parcels. Four of the existing parcels (059-430-005, 059-430-006, 059-430-008, and 059-430-009) were created by the ABC Phase VI Subdivision (Sonoma County Recorder's Office Book 796, pages 44-48) along with dedicated public right-of-way known as "Jet Way." The project proposes to vacate the Jet Way right-of-way and remove various roadway, utility, and landscaping easements created by the ABC Phase VI Subdivision map.

The proposed project area of 40-acres is located at 3843 Brickway Boulevard, Santa Rosa (APNs 059-271-073, -090; 059-340-031, -032; 059-430-005, -006, -008 and -009).

Environmental Review:

Public Resources Code section 21082.1 and California Environmental Quality Act (CEQA) Guidelines section 15084(d)(2) give the County of Sonoma authority to contract with another entity, public or private, to prepare the draft Environmental Impact Report (EIR) or Initial Study Checklist (IS) for a private project. If the County elects to use a contracted entity, then it is required to subject the documents to the County's own independent review and analysis. It is the standard practice of Permit Sonoma to self-prepare any necessary EIR, typically through a contract the County enters with an EIR consultant to evaluate the environmental impacts of a project.

Request for Proposals:

On January 2, 2025, Permit Sonoma released a Request for Proposals (RFP) for the completion of an Environmental Impact Report (EIR) on behalf of the County of Sonoma, development of hearing and public meeting materials related to the EIR, and completion of related administrative tasks. Two firms responded with a proposal for the requested scope of work.

Rincon Consultants, Inc. was the preferred bidder for the Airport Village Senior Housing Project. An evaluation panel consisting of department staff evaluated the proposals based on the following criteria:

- Demonstrated ability to perform the services described
- Experience, qualifications and expertise relating to Sonoma County

- Quality of work as verified by references
- Costs relative to the scope of services
- A demonstrated history of providing similar services to comparable entities
- Willingness to accept the County's contract terms

The Rincon Consultants, Inc. proposal included a comprehensive explanation of the proposed approach to the preparation of EIR and public hearing materials. Rincon Consultants, Inc. has over 18 years of experience in environmental planning and has prepared numerous environmental documents for Sonoma County. Additionally, the Rincon Consultants, Inc. team of CEQA practitioners and environmental planners and scientists has completed numerous CEQA documents for similar projects in the Bay Area, including builder's remedy projects.

The cost of the proposed contract is for a not-to-exceed amount of \$385,967. Itemized costs are provided in Exhibit B to the Professional Services Agreement (Attachment 2).

Tentative Project Schedule (subject to change):

- April 15, 2025: Board considers approval of contract award
- June 2025: Permit Sonoma publishes Notice of Preparation of the Draft EIR
- July 2025: Permit Sonoma holds Scoping Meeting for the Draft EIR
- September 2025: Draft EIR complete
- October 2025: Permit Sonoma publishes Notice of Completion/Public Review of the Draft EIR
- January 2026: Planning Commission hearing on the Draft EIR
- May 2026: Permit Sonoma prepares Final EIR
- June 2026: Planning Commission hearing on the Project and Final EIR

Strategic Plan:

NA

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

None.

FISCAL SUMMARY

Expenditures	FY24-25 Adopted	FY25-26 Projected	FY26-27 Projected
Budgeted Expenses	\$280,651	\$87,392	\$17,924
Additional Appropriation Requested			
Total Expenditures	\$280,651	\$87,392	\$17,924
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$280,651	\$87,392	\$17,924
Use of Fund Balance			
Contingencies			
Total Sources	\$280,651	\$87,392	\$17,924

Narrative Explanation of Fiscal Impacts:

There are sufficient appropriations in the current year budget to cover costs through the end of the fiscal year. Appropriations for FY 2025-26 and beyond will be included in recommended budgets as part of the annual budget development process. County staff and independent consultant review is part of the project costs for which the applicant is responsible. The County has an At-Cost agreement on file with the applicant.

Narrative Explanation of Staffing Impacts (If Required):

There will be no impact on staffing. Existing staff are sufficient to complete the review of the consultant's work.

Attachments:

Attachment 1: Board Resolution

Attachment 2: Draft Rincon Consultants, Inc. Professional Services Agreement

Exhibit A: Rincon Consultants, Inc. Scope of Work

Exhibit B: Rincon Consultants, Inc. Budget

Exhibit C: Rincon Consultants, Inc. Insurance

Attachment 3: Airport Village Senior Housing Request for Proposals including full project description

Related Items "On File" with the Clerk of the Board:

None.