



# Site Check Walkthrough

## INTRODUCTION

Site Check is a mapping tool that helps visualize parcels where housing projects may qualify for streamlining and exemptions under the California Environmental Quality Act (CEQA). The Department of Housing and Community Development (HCD) funded it as part of the technical assistance for Senate Bill 2, the Building Homes and Jobs Act. Site Check is free and available to the public.

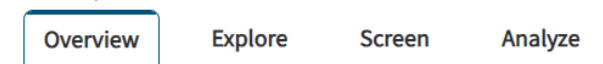
Site Check is provided as a public service, for informational purposes only. The report that is generated from this tool should not be construed as legal advice. Users of this tool should independently verify its determinations prior to taking any action under the California Environmental Quality Act (CEQA).



This online tool can be used on your desktop, tablet, or mobile phone.

You can find instructions in both the tool and this fact sheet.

**Instructions can be found in the Overview tab**



Site Check is a free and public mapping tool that helps users quickly find parcels where housing projects may qualify for streamlining and exemptions under the California Environmental Quality Act (CEQA). Developers and public agencies considering how CEQA may apply to a housing project can turn to Site Check as a “first step” in their evaluations.

## USING THE TOOL


The tool has two vertical panels – use the left panel to make your selections as you toggle between the Explore, Screen, and Analyze tabs. The panel to the right is the map that will display the results of your selections.

## EXPLORE

By checking or unchecking boxes next to various spatial data layer options, you can turn on or turn off spatial data layers such as city boundaries or transit stops. At the bottom of the left panel, you can toggle between base (map) layer options.

Clicking the button beside each spatial data layer option provides a brief description and – for most spatial data layer options – allows you to adjust the layer’s transparency.

**Blue Data Basin Icon**



Metropolitan Planning Organization 



The Metropolitan planning organization (MPO) boundaries are as reported by the Census Bureau (Jan 1, 2010). An MPO is a designation under federal law that encourages large urbanized areas to engage in regional transportation planning.

You can also download and examine spatial data layers with the icons. Clicking on either the blue Data Basin icon or the California State Geoportal icon will take you to a site on which you can download the spatial data layer. Data Basin is a public and free mapping and analysis platform and the California State Geoportal is the State’s geographic open data portal.

**California State Geoportal icon**

OPR Land Use Categories

Agricultural  

Industrial  

You can download spatial data layers from Data Basin as GIS shapefiles, layer files, or PowerPoint slides. You can also access Metadata for each layer.

## SCREEN

The screening function allows you to filter parcels based on whether they qualify for specific CEQA streamlining options or whether they meet certain spatial criteria. For example, you can find parcels that are covered by a specific plan, near transit, or in an area with below average Vehicle Miles Traveled (VMT). You can use multiple filters at once.

## ANALYZE

Select the parcel(s) by typing in the address or Assessor Parcel Number (APN) into the search box or by directly clicking on the parcel(s) in the map using your mouse. You can select multiple adjacent parcels by using the Box or Shape function in the tool. To group multiple parcels into a single project, click on the check boxes next to the selected parcels you would like to group together, then click Add Project. This will create a report for these parcels as a single project.

After you have selected all parcels and projects, click on Create Report to see the potential accelerated pathways to CEQA compliance.

## CREATING A REPORT

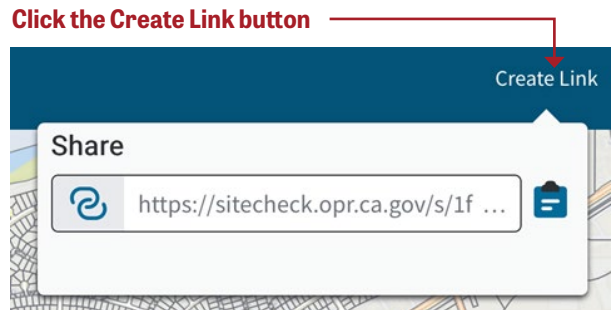
If you are using a desktop computer, summarized information about the selected parcels and projects will appear on the left side. Next to each parcel, the tool indicates whether and how many CEQA streamlining options may apply. Next to each parcel or project the tool determined may qualify for CEQA streamlining, a blue check mark or a green question mark will display the number of CEQA streamlining options that may apply to the parcel or project. Next to each parcel the tool determined will not qualify for CEQA streamlining, an "X" will appear.

If the number of CEQA streamlining options appears in a blue check mark, that means the tool determined the parcel meets the spatial requirements for a CEQA streamlining option. If the number of CEQA streamlining options appears in a green question mark, that means

the parcel may meet the spatial requirements for a CEQA streamlining option and you should verify this.

## CREATE LINK

At any point while using Site Check you can save or send a unique link to save your work or share it with others. **Click the Create Link button** to create a unique URL to your work.



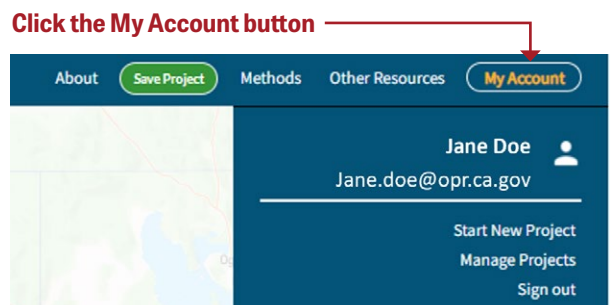
## METHODS

Select the Methods item from the bottom of the left panel or from the menu located in the upper right for a description of what methodology the tool uses to analyze whether a parcel meets spatial requirements for CEQA streamlining options.

## HOW TO CREATE AND USE AN ACCOUNT

You can save and store projects in Site Check by creating an account. First, click the Sign Up button and follow the prompts to create an account. Afterward, you can click the Save Project button to save a new project or update a past project.

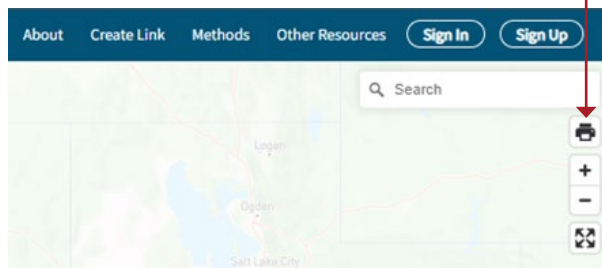
Click the My Account button to open the option menu. You can refresh the map by clicking the Start New Project button, or access and manage saved projects by clicking the Manage Projects button.



## PRINT MAP

To export or print the map on your screen, click the print icon located in the upper right corner of the tool. For best results, change the layout to landscape and go to settings to turn on background graphics.

**Click the Printer icon**



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