

Message

From: OPR State Clearinghouse [State.Clearinghouse@opr.ca.gov]
Sent: 7/22/2020 7:41:07 AM
To: Christina Erwin [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=4dddbff2e8414460abdcaefc2d500dd-Christina E]
Subject: RE: Register and Submit CEQA Documents - SCH # 2018021056
Attachments: How to Register onto the CEQA Database.pdf; CEQA Database User Guide 2020_Agencies.pdf

Hello,

Office of Planning and Research (OPR), State Clearinghouse (SCH) Unit is **announcing the discontinuance** in accepting **hard copies of environmental documents and notices of determinations and exemptions** starting on **November 3rd, 2020**. **Email method of notices of exemptions and determinations** to the state.clearinghouse@opr.ca.gov will also no longer be accepted as of that date. All agencies are required to submit online to the CEQA Database, where your CEQA notices and documents will be filed and posted.

You are now registered into our new CEQA Database: <https://cegasubmit.opr.ca.gov/>

The attachments will help guide you through the database (basically you are filling out the NOC/NOD or NOE electronically and also uploading it along with required documentation(s)), regarding what to upload and attach with your submission.

*as mentioned below, you are able to create and submit while your role is pending.

Information pertinent for Consulting Firms and Staff within a Lead Agency:

We have a new process in place for consulting firms as well as staff with the Lead Agency. This process will help OPR staff to publish your project smoothly. **You are able to still request access, create and submit your submission to OPR while your role is pending. Until the lead agency can 'approve' your request as "submitter", your submission will still pend.**

Please let the rest of your team know including any lead agency your firm will represent (Currently, if a lead agency does not appear in your drop down menu under "lead agency"), the new "lead agency" **must** 'approve' your role in order for OPR to publish (start review or post) your submission.

The lead agency will need to be registered (by OPR) **name and official email is needed.**

- A Lead Agency (staff who will administer "submitters" to submit CEQA documents) will "request access" to role "**admin**".
- Once approved (by OPR) you may **approve** role requests on your agency's behalf, and view all representatives as well as documents *submitted* to OPR.
- Once Lead Agency is approved by OPR, Consulting Firm must inform the Lead Agency they requested role as "submitter" and the Lead Must log in successfully and approve requests.

Mikayla Vaba
State Clearinghouse

From: Christina Erwin <CErwin@esassoc.com>
Sent: Tuesday, July 21, 2020 4:08 PM
To: OPR State Clearinghouse <State.Clearinghouse@opr.ca.gov>
Cc: Mindy Wilcox (mwilcox@cityofinglewood.org) <mwilcox@cityofinglewood.org>; Brian Boxer <BBoxer@esassoc.com>; Addie Farrell <AFarrell@esassoc.com>
Subject: Register and Submit CEQA Documents - SCH # 2018021056

To Whom It May Concern,

Please provide registration information to allow for CEQA document submission. We seek to submit a Notice of Determination to the State Clearinghouse for the Inglewood Basketball and Entertainment Center Project (SCH # 2018021056).

Lead Agency Representative: Mindy Wilcox, AICP, City of Inglewood, Planning Manager, mwilcox@cityofinglewood.org, (310) 412-4241

Consulting Firm: Environmental Science Associates (ESA), Christina Erwin, cerwin@esassoc.com, (916) 231-1271

Please provide additional information about what we need to do to submit this document to the Clearinghouse. We would like to submit materials on Wednesday, July 22. Please advise.

Thank you,
Christina

Christina Erwin
Environmental Planning Program Manager

ESA | Environmental Science Associates
Celebrating 50 Years of Work that Matters!

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