## **Step-by-Step Guide: How to Respond to the NOP (as a Member of the Public)**

### **Step 1: Understand What the NOP Is**

The **Notice of Preparation (NOP)** is the City’s announcement that it will prepare an **Environmental Impact Report (EIR)** for a major project.  
 This is your chance to:

* Share what environmental impacts you think should be studied.
* Suggest issues that affect your neighborhood, daily life, or the region.
* Help shape what gets analyzed before the City makes any final decisions.

🗓 **Deadline to submit comments: August 18, 2025, by 5:00 PM**

### **Step 2: Read the NOP Document**

You can find it here:  
 🔗 [NOP – Harvest at Dixon SE Project (PDF)](https://www.cityofdixonca.gov/media/CommunityDevelopment/Projects/Harvest/NOP_Dixon%20SE%20Project_07212025.pdf)

As you read, focus on:

* The **project description** (what is being proposed).
* The **list of environmental topics** (air quality, water, traffic, noise, etc.).
* The **public scoping meeting** date: August 11, 2025, at 7:00 PM.

### **Step 3: Identify the Issues That Matter to You**

Ask yourself:

* How would this development affect my daily life?
* Am I worried about traffic, school crowding, farmland loss, water use, or wildlife?
* Are there safer or more sustainable ways this could be done?

Make a list of specific concerns you want the City to study in the EIR.

### **Step 4: Write Your Comments**

You don’t need to be an expert! Just clearly explain:

* Who you are (include name and if you live or work nearby).
* Your main environmental concerns (pick 2–4 to focus on).
* What the City should study in the EIR.
* Any suggestions or alternatives (e.g., lower housing density, farmland buffers, road improvements).

📌 Sample paragraph format:

My name is [Your Name], and I am a Dixon resident who lives near the project site. I’m concerned about increased traffic along Pitt School Road and how it will affect school safety and commute times. I ask that the EIR include a detailed traffic study with school-hour data. I also want the City to analyze alternatives that would preserve agricultural land and reduce sprawl.

### **Step 5: Submit Your Comments by the Deadline**

🗓 **Due: Monday, August 19, 2025, by 5:00 PM**

You can submit:

* **By email** (preferred):  
   📧 Email your comments to: **planningdepartment@cityofdixon.us** Use subject line: **“NOP Comments – Harvest Master Plan Project”**
* **By mail**:  
   Community Development Department  
   City of Dixon  
   600 East A Street  
   Dixon, CA 95620

✅ Be sure to include:

* Your name
* Address or general location
* Contact info (optional but helpful)

### **Step 6: Attend the Public Scoping Meeting (Optional but Encouraged)**

🗓 **When:** August 11, 2025, at 7:00 PM  
 🏛 **Where:** Dixon City Council Chambers, 600 East A Street, Dixon  
 📣 This meeting is your chance to speak publicly about your concerns.

### **Step 7: Stay Involved**

After this:

* The City will prepare a **Draft EIR** based on public input.
* You’ll have another chance to comment when it’s released (likely in early 2026).
* You can attend Planning Commission and City Council meetings when decisions are made.

Sign up for project updates on the City’s Harvest Project page.

## **✔️ Quick Checklist for the Public**

| **Task** | **Target Date** |
| --- | --- |
| Read the NOP and understand the project | By early August |
| Identify your key concerns (traffic, schools, farmland, etc.) | ASAP |
| Write and send your written comments | Before August 19, 2025 |
| Attend the August 11 scoping meeting (optional) | August 11, 2025 |
| Watch for future updates and Draft EIR | Early 2026 |