Inventory of the California State Lands Commission Records

Collection number: R210

California State Archives
Office of the Secretary of State
Sacramento, California

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Date Completed:
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Descriptive Summary
Title: California State Lands Commission Records
Dates: 1923-2000
Collection number: R210
Creator: California State Lands Commission
Collection Size: 44 cubic feet
Repository: California State Archives
Sacramento, California

Abstract: The California State Lands Commission Records consist of 43 cubic feet of textual records with selected photographs and maps interfiled reflecting the Commission's management and supervision of California's state owned lands. There are 0.25 cubic feet of VHS Video tapes and 0.25 cubic feet of additional audio visual material including floppy disks, photographic slides, and negatives that have been separated from various series and removed to the cold storage media vaults for preservation purposes. The records date from 1940-2000 and document the work of an agency functioning in the State of California continually for the last seventy-three years and continuing in existence today.

Physical location: California State Archives
Languages: Languages represented in the collection: English

Access
While the majority of the records are open for research, any access restrictions are noted in the record series descriptions.

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Preferred Citation
[Identification of item], California State Lands Commission Records, R210,[series number], [box and folder number], California State Archives, Office of the Secretary of State, Sacramento, California.

Acquisition and Custodial History
The California State Archives acquired the California State Lands Commission Records according to state law.

Administrative History
The formal administration of state public lands began in 1858 with the creation of the State Land Office for the purpose of "ascertaining, protecting, and managing the title and claim of the state to any lands within its limits, derived by grants from the United States, or in any other manner." The Surveyor General, a statewide elected official whose Office was established by the 1849 California Constitution, served as ex officio Register of the State Land Office (Chapter 176, Statutes 1858). The State Land Office and the Office of Surveyor General were replaced, and their duties, powers, purposes, responsibilities and jurisdictions transferred to the newly-created Division of State Lands within the Department of Finance in 1929.

Inventory of the California State Lands Commission Records

R210
The California State Lands Commission (CSLC) was established by the State Lands Act of 1938 (Statutes 1938, Chapter 5, first extraordinary session). Operative as of June 11, 1938, it succeeded the Division of State Lands. In creating the Commission, the Legislature sought to establish "fiscal integrity, public accountability and political checks and balances" in the administration of California's state lands due to wide-spread abuses in the leasing of public lands. The CSLC was created as an independent body charged with the management and supervision of all statutory lands which the state has received from the federal government including the beds of all naturally navigable waterways including rivers, streams, lakes, swamp and overflow lands, vacant school lands, and granted lands. The Commission must keep records of these lands and must act on cessions and retrocession of jurisdiction to and from the federal government. The Commission represents the State in all contests between it and the United States in relation to public lands." The Governor's budgets consistently list the Commission's broad and sweeping objectives to include the following: land use planning, locating precise state lands boundaries, the effective development of oil, gas, geothermal and other mineral resources within the state, while protecting the state's land management interests through surveillance, litigation, and records maintenance.

The Commission is composed of three members specified by office rather than by individual: the Lieutenant Governor and State Controller, both statewide elected officials, and the Director of Finance, an appointee of the Governor. The membership of the Commission represents a combination of policy and fiscal attributes of the State's executive branch in that the Director of Finance is responsible for the formulation and administration of the Governor's budget, while the State Controller serves as the state's accountant and auditor, which help inherently provide a checks and balances system. The Commission sets policy and in noticed, public hearings approves or denies applications for the use of the state's lands and resources. Several administrative divisions provide staff services to the Commission in the execution of their duties. Administrative and executive programs support the work of the Commission and its other budget line programs.

Government publications continued to list the "Division of State Lands" instead of the Lands Commission as the presiding authoritative body to which state funds were dispersed until 1975, despite the Commission's long-held, legislated position. While the division did exist concurrently with the Commission during those years, it served as the staff of the Commission, administering state sovereign and public lands in accordance with the policies established by, and under the authority of, the Commission.

The CSLC as a land trust manager possesses the authority and responsibility to manage and protect both the important natural and cultural resources on certain public lands within the state, and the public’s right to access these lands. There are two principles that govern the management of State Lands: the Public Trust Doctrine, by which the State holds public lands in trust for commerce, navigation, fisheries, recreation, and ecological preservation and study, and the California Environmental Quality Act (CEQA) which requires the Commission to ensure that potential negative environmental impacts from the use of state lands are prevented or reduced to insignificance. Public education, conflict resolution and collaborative planning as well as judicial remedies are entertained by the Commission in the fulfillment of their management responsibilities to preserve and protect, administer and develop state resources. The Commission constantly faces the dual challenge to meet the state's financial needs for substantial non-tax revenue and the need to protect California's natural resources and environment from pollution and degradation.

There are two types of public lands under the Commission's jurisdiction: sovereign and school lands. Sovereign lands presently encompass approximately four million acres. These lands include the beds of California's naturally navigable rivers, lakes and streams, as well as the state's tide and submerged lands along the state's more than 1,100 miles of coastline, extending from the shoreline out to three miles offshore. In short, the CSLC’s jurisdiction extends to more than 120 rivers and sloughs, 40 lakes and the state’s coastal waters. Jurisdiction over school lands throughout the state include surface and mineral ownership of approximately 469,000 acres and the mineral rights to an additional 790,000 acres of the nearly 5.5 million acres originally granted to California by the Congress in 1853 to benefit public education. Today, revenues generated from school lands benefit California's retired teachers.

Various specialized divisions manage the disparate duties and functions of the Commission. These divisions have changed and exchanged names and functions informally throughout the course of the Commission's existence. An executive office serves as an administrative intermediary to order and organize the various divisions and facilitate communication within the Commission. Divisions have included Environmental Planning and Management, Land Management, Land Use Planning, Legal, Marine Facilities, Mineral Resources, and Research and Planning, and various others with similar name derivatives. The current (2011) divisions are described hereunder.

The Division of Environmental Planning and Management (DEPM) was organized in 1975 to ensure CSLC compliance with the provisions of the California Environmental Quality Act (CEQA), and to provide policy and technical staff services to the members of the Commission, its Executive Officer and the line programs. Some of the functions of this Division are to: develop, coordinate and implement the Commission's extensive environmental programs, to coordinate the review of and prepare comments on environmental documents, to serve as the liaison and representative of the Commission to related environmental governing bodies, and to respond to information or program requests of the Commission or other public
The California State Lands Commission Records consist of 43 cubic feet of textual records with selected photographs and maps interfiled reflecting the Commission's management and supervision of California's state owned lands. There are 0.25 cubic feet of VHS Video tapes and 0.25 cubic feet of additional audio visual material including floppy disks, photographic slides, and negatives that have been separated from various series and removed to the cold storage media vaults for preservation purposes. Separation sheets are filed in the respective folders to alert researchers to their existence and location. The records date from 1940-2000 and document the work of an agency functioning in the State of California continually for the last seventy-three years and continuing in existence today.

The records are organized into three series: Correspondence, Geographical File Index, and Environmental Impact Reports. The records are further organized into four subgroups: Executive Office, Environmental Planning and Management, Land Use Planning, and Research and Planning. Records at the State Archives are arranged hierarchically according to the records creator and are therefore organized into numerous subgroups based on the division which transferred the records. Certain records of the Commission's meetings from the 1965 are digitized and available on the agency's website under the "Information" tab. In addition, other recent documents and reports can also be accessed on their website (www.slc.ca.gov).

It should also be noted that the California State Archives has not received records from every division during the agency's existence and that the State Lands Commission continues to maintain many of their records in house. The State Archives anticipates receiving further accruals of records from the commission and researchers are encouraged to search for accessioning records from the commission.

The records of this agency are useful in tracing the development, protection, preservation, and restoration of the lands, waterways, and resources entrusted to the care of the State Lands Commission. The collection reflects the cooperative nature of the Commission's function in the administration of public lands. The collection therefore includes records generated by the State Lands Commission, the Advisory Commission on Marine and Coastal Resources (CMC), the Public Land Law Review Commission, the Office of Planning and Research, the Department of Finance, Department of Fish and Game, Department of Conservation, and the U.S. Dept. of the Interior's Bureau of Land Management, the U.S. Forest Service, and other federal public land offices. In further demonstration of the cooperative and collaborative nature of the Commission's responsibilities, the Chairman of the Commission also serves as a ex-officio, non-voting member of the California Coastal Commission, and the Executive Officer of the Commission is a voting member of the San Francisco Bay Conservation and Development Commission (BCDC); records pertaining to their involvement can be found within this collection.

Major topics and projects within the collection relate to oil leasing and offshore geological surveys, the Carquinez Strait, the Sacramento River Greenway, and the Mojave-Kern Pipeline Project. The passage of new policies and procedures, as well as new legislation can be traced in the records of the State Lands Commission. Often accidents or abuses spark reaction from Congress and the Commission as in 1969 when Union Oil Company's platform "A" experienced a major oil spill in federal waters in the Santa Barbara Channel. Numerous pieces of legislation regarding offshore geological surveying and leasing led to widespread changes in leasing policy within CSLC. Continuing efforts in the 1990s, led to judicial settlements with oil companies in anti-trust litigation, new legislation passed to reacquire oil leases, while oil production increased in Long Beach. The planning and implementation of oil spill prevention plans including the Oil Spill Prevention and Response Act (Statutes 1990, chapter 1248) are also documented in the Project Files of the Environmental Planning and Management records as well as major projects relating to the Carquinez Strait, the Sacramento River Greenway, and the Mojave-Kern Pipeline Project.
Documentation relating to various projects reference new technologies such as the Geographical Information Systems (GIS). Concerns documented in correspondence and other files throughout the records evidence the origins of research studies including the California Comprehensive Offshore Resource Study (CCORS), which provides information regarding ocean resources (1987). Organizations such as the California Association of Riparian Parkways (CARP) are often formed as a result of pressing issues regarding certain state lands, in the case of CARP, SLC sought to gain support for AB350 (1992) and its effort to protect greenways in over forty rivers and stream basins from San Diego to Redding. The Commission’s efforts to improve their management of the vast and varied state lands in conducting reviews of project proposals and environmental documents is matched by efforts for the continued development of resources.

When researching environmental and land use history in California the reports, minutes, correspondence, and other materials provide insight about projects and priorities within the Commission itself. The Commission's battle against pollution, oil spills and growing threats to the state's natural and cultural resources are all represented both directly and indirectly in environmental impact reports, policy and legislation, and project documentation and correspondence which were reviewed and created by the Commission in their efforts to effectively manage and protect State Lands and their resources. The records of the Commission detail the consequences and changes in the research and harvesting of offshore oil and resources throughout the last several decades with the administration of oil and gas leases on state lands remaining a principle concern of the Commission. The Commission's far reaching responsibilities in regards to the vast lands under their jurisdiction results in a collection that provides a wide variety of materials related to many different projects. For that reason, appendices were created for the more varied and extensive series to provide the researcher with a box and folder list of the contents in order to focus their search. See series descriptions for references to an appendix.

**Accruals**

Further accruals are expected.

**Related Collections at the California State Archives**

- State Land Office Records
- Department of Finance Records
- State Board of Land Commissioners
- Surveyor General Records

**Indexing Terms**

The following terms have been used to index the description of this collection in the library’s online public access catalog.

- California. State Lands Commission
- California. State Lands Division
- Public lands California

<table>
<thead>
<tr>
<th>F37-45; F841; F1665</th>
<th>Series 1 <strong>Correspondence 1923-1951</strong></th>
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<tbody>
<tr>
<td><strong>Physical Description:</strong> 11 file folders</td>
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<tr>
<td><strong>Arrangement</strong></td>
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<tr>
<td>Arranged chronologically by year within each file group.</td>
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<td><strong>Scope and Content Note</strong></td>
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<tr>
<td>The Commission's Correspondence series spans the existence of the Division of State Lands and the State Lands Commission. The records have been maintained together but the researcher should be aware that the series has multiple creators due to the time frame of the records creation. Series includes memoranda and correspondence relating to projects, accidents or problems on state lands and related land issues.</td>
<td></td>
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<tr>
<td>General Correspondence, 1923-1951 (9ff) F37-F45</td>
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<tr>
<td>Los Angeles Correspondence, 1932-1940 (1ff) F1665</td>
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</table>
F2244  Series 2 Geographical File Index 1949-1950

Physical Description: 1 file folder

Arrangement
Series contains a single file. Arranged according to the original order within the file.

Scope and Content Note
This series contains both a report, "Tide and Submerged Land Controversy: Index to W.O. 721 formerly N-50925" compiled by E.M. King on June 23, 1950, and the Geographical File Index which is undated. The Geographical File Index is compiled alphabetically by county listing out various State Lands-related projects and issues ongoing in each respective county. The document states that it is a compilation of data "from various documents contained within the Special Data and misc'l files." Headings covered in the index include: bids, grants, islands, leases, legal, litigation, minerals, oil and gas, Planning Commission, Proprietary Lands, Sovereign Lands, Tidelands, U.S. Governments, and work orders.

F3628  Series 3 Environmental Impact Reports 1970-1979

Physical Description: 14 file folders

Arrangement
Arranged chronologically by year.

Scope and Content Note
The environmental impact reports include reports, tract maps, notices of preparation, initial studies, environmental analyses, negative declarations, and similar materials collected in the evaluation of a project's environmental impacts and effects on state lands and their natural resources. These records evidence the influence of the California Environmental Quality Act (1970) on State Lands responsibilities and involvement in reviewing and commenting on these environmental documents.
Scope and Content Note
Records from the Executive Office consist of seven cubic feet of material reflecting the administrative activity of the Commission. The records date from 1941-1989 and include correspondence, resolutions, reports, presentations, transcripts, budget schedules, meeting minutes and attendance records maintained by the Executive Officer, Commission members and staff of the Executive Office in the performance of their work on the Commission. They are comprised of Subject Files, Executive Officer Correspondence, Chairman Correspondence, General Correspondence, Chronological Correspondence, Staff Meeting Files, and multiple series consisting of Public Land Law Review Commission (PLLRC) files maintained by the Executive Office. The four PLLRC series are Study Plans, Subject Files, Meeting Files, and Hearing Files.

The Executive Officer, appointed by the Commission, supervises the divisions and was the head of the State Lands Division when that term applied to the Division as the staff of the Commission. This office provides overall policy and program guidance to the staff based on requirements established by the Legislature and Commission. The Executive Office is additionally responsible for the Commission's legislative program. The majority of the correspondence relates to exchanges between the Executive Officer with other staff members of the Commission and those contacting and/or petitioning the Commission.

The United States 87th Congress House Interior and Insular Affairs Committee Chairman, Wayne N. Aspinall introduced a bill to establish the Public Land Law Review Commission on August 14, 1963, and on September 19, 1964, President Johnson signed Public Law 88-606 establishing the PLLRC as a nineteen member commission charged to make a comprehensive review of the public land laws, rules, regulations, policies and practices of federal, state and local governments and agencies. The commission would then recommend any necessary modifications and prepare a final report based on their research and investigations. A thirty-four member advisory council and 54 staff members assisted the commission.

F.J. Hortig, Executive Officer for the State Lands Commission at the time of the PLLRC’s initial organization, served as a representative of California’s interests and concerns as an alternate Governor’s Representative. Records kept pertaining to the PLLRC are maintained under the State Lands Executive Office both as a result of Mr. Hortig’s position on both Commissions and because copies of PLLRC reports and study plans were sent to the related departments (including the State Lands Commission) within California in order to formulate the state’s position and response. [The State Lands Commission, originally under the Department of Finance at the time of the Public Land Law Review Commission’s organization, was transferred to the Department of Conservation, and then to the Resources Agency in 1975.] These records reflect the CSLC’s involvement in national public lands issues and the confluence of state and national land use problems and policies.

Series 1 Subject Files 1941-1970
Physical Description: 118 file folders
Arrangement
Arranged alphabetically by subject.
Scope and Content Note
Executive Office Subject Files contain reports, correspondence, memoranda, contracts, and calendar items. The subject titles relate to specific projects or project locations, as well as Division reports, organization, and relevant legislation and policy changes oversee the Executive Office. Major topics include geothermal energy and related legislation, tidelands management, Division organization and its responsibilities, and documentation relating to the Law of the Sea Institute and its discussion of ocean law. Please see Appendix A in master finding aid at the California State Archives for a complete list of subjects.
### Series 2F. J. Hortig Correspondence 1966-1969

**Physical Description:** 16 file folders

**Arrangement**
Arranged alphabetically by correspondent chronologically by year thereunder.

**Scope and Content Note**
F.J. Hortig was the executive officer for the Lands Commission. This series contains correspondence with various agencies in the context of his position as executive officer. Correspondence with the three member Commission, the Governor's Office, and Attorney General's Office are among the files.

Please see Appendix B in master finding aid at the California State Archives for a complete list of correspondence files.

### Series 3 Houston I. Flourney (Chairman) General Correspondence 1969

**Physical Description:** 2 file folders

**Arrangement**
Arranged chronologically by year.

**Scope and Content Note**
This series includes correspondence of Houston I. Flourney, the State Controller, in his capacity as Chairman of the State Lands Commission in the year 1969. Major topics include offshore oil and gas operations in San Pablo Bay and along the California coast, the sale of swamp and overflow lands, and boundary line agreements.

### Series 4 General Correspondence 1968-1969

**Physical Description:** 8 file folders

**Arrangement**
Arranged alphabetically by correspondent and chronologically thereunder.

**Scope and Content Note**
General Correspondence includes document and project status reports, agency re-organization plans, reference to and segments of court cases, as well as both public and interagency reports relating to State Lands resolutions, policy changes, and general business. Specifically, the records cover topics including San Pablo Bay Oil Leasing and the San Francisco Bay Delta. Correspondents includes the Department of Parks and Recreation, Public Land Law Review Commission, and Resources Agency.

### Series 5 Chronological Correspondence 1992-1996

**Physical Description:** 2 file folders

**Arrangement**
Arranged chronologically by year.

**Scope and Content Note**
The chronological correspondence of the Commission relates to major topics including the Rorripa Enhancement Plan (Tahoe), shore erosion protection, greenway plans and related legislation, Oakland harbor, and Santa Barbara oil.
| R210.6, Box 6, folder 8 | Series 6 **Staff Meeting File 1989**  
Physical Description: 1 file folder  
Arrangement  
Series contains a single file; materials within the file were maintained in their original order.  
Scope and Content Note  
The single folder contains minutes, agendas, excerpts from reports, and budget schedules from meetings of the Director, the Geothermal Resource Team, and other staff. Major topics include offshore development and federal outer continental shelf (OCS) mineral resources development. |
| R210.7, Box 6, folder 9 - Box 7, folder 3 | Series 7 **Public Land Law Review Commission Study Plans 1966-1969**  
Physical Description: 40 file folders  
Arrangement  
Arranged alphabetically by Study Plan title.  
Scope and Content Note  
Study Plans are reports prepared by and for the Public Land Law Review Commission (PLLRC) based on research regarding specific public land issues. The research reports are supposed to guide the PLLRC in determining policy and project recommendations. The Study Plans series includes draft and final versions of the study plans, correspondence, and requests for proposals regarding the issues. Series also includes introductory materials related to the discussion of public access and an overview of the study plans prepared by the Commission which is compiled under the study plan title "General."  
Please see Appendix C in master finding aid at the California State Archives for a complete listing of Study Plans. |
| R210.8, Box 7, folders 4-19 | Series 8 **Public Land Law Review Commission Subject Files 1968-1969**  
Physical Description: 16 file folders  
Arrangement  
Arranged alphabetically by subject.  
Scope and Content Note  
The PLLRC Subject Files contain lists of meeting times, dates, and locations, meeting reports, correspondence, and memoranda concerning a variety of topics related to land issues and management in California and neighboring states.  
Please see Appendix D in master finding aid at the California State Archives for a complete listing of Subject Files. |
| R210.9, Box 7, folders 20-22 | Series 9 **Public Land Law Review Commission Meeting Files 1966-1968**  
Physical Description: 3 file folders  
Arrangement  
Arranged chronologically by date of meeting.  
Scope and Content Note  
Meeting files contain records from three meetings of the PLLRC: Washington, D.C., March 24-25, 1966; Las Vegas, NV, April 24-28, 1966; and Tucson, AZ, November 7-11, 1968. Included in the files are correspondence, resolutions, reports, presentations, and transcripts reviewed by the Commission members and/or presented and discussed at meetings of the PLLRC. |

Physical Description: 5 file folders

Arrangement

Arranged chronologically by date of hearing.

Scope and Content Note

Hearing files from the Public Land Law Review Commission (PLLRC) include memoranda, reports, journal articles, notes, records of attendance and minutes, partial study plans on administrative procedure and demands for commodities producible on public lands, as well as statements related to various PLLRC topics from four different California hearings held by the PLLRC. The series is closely related to Meeting Files and are maintained separately according to the original order and naming established by the commission and include records of the public hearings. The PLLRC conducted these information gathering hearings throughout the United States. The files included in this series relate specifically to California matters.

September 16-17, 1966: Press conference with the advisory council and governors' representatives, commission, federal liaisons. The conference was open to the public but not for comment.

February 13-19, 1967: The PLLR Commission held public hearings on the 14th, 15th, 17th, and 18th in Fresno, Clinton, and Palm Springs, California to hear public views and representatives concerns and statements related to local issues including the mineral industry. In addition, the PLLR Commission, Advisory Council, and Governor's Representatives conducted meetings closed to the public on the morning of the 17th, and took tours of Yosemite National Park, Mt. Bullion State Youth Conservation, and the Coachella Valley throughout the week.

January 11-13, 1968: Public meeting on the 11-12th to receive views on land matters. Also the 10th and final Regional meeting of the current series held primarily to hear representative of national organization. The Governors' Representatives meeting on January 12 related to specific States' issues and was attended by PLLRC [commission] members, public witnesses, advisory council members, the governors' representatives, and federal liaison officers. All meetings were open to any individual, except for the staff meetings on January 13.

April 5-6, 1968: Statutory meeting of the advisory council as called for in the advisory council legislative charter. Meeting heard and received views of the federal department and agencies on public land administrative problems, including cross jurisdiction issues. Also received and reviewed was the status report dated 04/05/1968 and a Study Plan to establish criteria for determining maximum benefit for the general public. Morning staff meetings were closed to the public on both days, but the statutory meetings were entirely open to the public and the press. File includes agency reports and press releases.

09/16/1966-09/17/1966, Tax Policy for California Timberlands, Denver, Colorado, (1ff) Box 7, folder 23

02/13/1967-02/19/1967, Public Land Problems in CA, NV, AZ, Fresno, Clinton, Palm Springs, CA, (1ff) Box 7, folders 24-25


Records of the Environmental Planning and Management Division 1989-2000

Scope and Content Note
Records from the Environmental Planning and Management Division consist of 15 cubic feet of material and date from 1989-2000. The records are organized into three series: Project Files, Correspondence, and Environmental Impact Reports. This Division was organized in 1975 to ensure the Commission's compliance with the provisions of the Environmental Quality Act (CEQA) and to provide analytical staff services (policy, land use planning, and technical) to the members of the Commission, its Executive Officer and the line programs. The records therefore reflecting the Commission's involvement and responsibilities regarding environmental concerns and preservation surrounding state lands. The records include information about specific environmental programs of the Commission and the division's involvement in reviewing and commenting on environmental documents. These records evidence the influence of the California Environmental Quality Act (1970) on State Lands procedures and concerns.

Series 1  Project Files 1967-2000
Physical Description: 157 file folders, 16 VHS tapes, and 2 floppy disks
Access
Access to audiovisual material requires the production of use copies.
Arrangement
Arranged alphabetically by project heading and maintained in their original order thereunder.
Scope and Content Note
Project Files include reports, meeting records, settlement agreements, budgeting information, correspondence, and other records related to various topics. The files are arranged under four subject headings: American Trader; Crude Oil and Petroleum Product Marine Terminal; Greenway; and the Mojave-Kern Pipeline Project.
Please see Appendix E in master finding aid at the California State Archives for a complete list of Project Files.

Series 2  Division Correspondence 1992-1997
Physical Description: 48 file folders
Arrangement
Scope and Content Note
This series includes outgoing, interagency, and inter-divisional correspondence regarding the State Lands Commission's jurisdiction in various projects, comments on how the projects' affect state lands, the review of environmental documents and reports, and the commission's responses. The frequent correspondence of Mary Griggs, Project Manager; Dwight Sanders, Division Chief; and Steve Sekelsky, Public Land Manager, are dispersed throughout the files. Major topics include the Carquinez Strait Public Trust, California offshore oil and gas development, as well as applications and background materials regarding surface leasing.
Series 3 Environmental Impact Reports 1988-1997

Physical Description: 126 file folders

Arrangement
Arranged alphabetically by county and chronologically by year within each county.

Scope and Content Note
Series includes correspondence, reports, tract maps, notices of preparation, initial studies, environmental analyses, and negative declarations, relating to projects' environmental impacts and included as part of the Commission's review process for Environmental Impact Reports (EIRs). Also filed are draft and final EIRs submitted to the Commission as a "Trustee Agency" according to the California Environmental Quality Act statute and guidelines. In most cases reports are grouped by project and not rigidly by date in accordance with the original order; generally reports are filed under the date of the earliest report.

See Appendix F in master finding aid at the California State Archives for a complete listing of Environmental Impact Project Report Files.

Records of the Land Use Planning Division 1960-1975

Scope and Content Note
Records from the Land Use Planning Division consist of 6.5 cubic feet of material reflecting the Commission's involvement and responsibilities regarding the compatible multiuse development of state lands while conserving, preserving and protecting irreplaceable resources. The records include background information about for eventual use in policy recommendations for Commission guidelines. The records date from 1960-1975. The single series of Subject Files is arranged alphabetically by subject and relate to various projects, locations, organizations, and resources.

Series 1 Subject Files 1954-1975

Physical Description: 195 file folders

Arrangement
Arranged alphabetically by subject with a collection of county questionnaires and an agency-created, partial index placed at the front in Box 22, folders 16-17.

Scope and Content Note
Series includes correspondence, memoranda, photographs, notes, maps, data charts, published booklets, and meeting files including agendas, minutes, resolutions, and calendar items. The records document the projects and priorities of the Commission as executed by the Land Use Planning Division.

Certain subject files include an item level folder list created by the division at the time of the folders' compilation. Those folders are marked with an asterisk in the appendix. Please see Appendix G in master finding aid at the California State Archives for a complete list of subjects.

Records of the Research and Planning Division 1965-1989

Scope and Content Note
Records from the Research and Planning Division consist of 15.5 cubic feet of material reflecting the Commission's involvement and responsibilities in managing the sale of state lands, the energy and natural resources acquired from those lands, as well the study and review of projects operating on or near state lands evaluating their environmental impact. The records include information about state regulations as well as specific projects in Long Beach, Santa Barbara, Sacramento, and San Francisco. The two series, Coded Subject Files and Division Correspondence, cover dates between 1975-1982 and 1987-1989 with selected files from 1965.

Records of the Environmental Planning and Management Division 1989-2000

Series 3 Environmental Impact Reports 1988-1997

Physical Description: 126 file folders

Arrangement
Arranged alphabetically by county and chronologically by year within each county.

Scope and Content Note
Series includes correspondence, reports, tract maps, notices of preparation, initial studies, environmental analyses, and negative declarations, relating to projects' environmental impacts and included as part of the Commission's review process for Environmental Impact Reports (EIRs). Also filed are draft and final EIRs submitted to the Commission as a "Trustee Agency" according to the California Environmental Quality Act statute and guidelines. In most cases reports are grouped by project and not rigidly by date in accordance with the original order; generally reports are filed under the date of the earliest report.

See Appendix F in master finding aid at the California State Archives for a complete listing of Environmental Impact Project Report Files.
Series 1 Coded Subject Files 1965-1982

Physical Description: 472 file folders

Arrangement

Coded Subject Files are arranged chronologically by year and numerically by code number, as assigned by the Commission, within each year.

Scope and Content Note

This series includes correspondence, reports, copies of court records, environmental impact reports and environmental impact statements with the commission's comments and reviews, minutes and agendas from meetings, calendar items, resolutions, and news clippings. The division's records include records from the Planning and Environmental Coordination Unit and records relating to cooperative efforts between other agencies, committees, and task forces. The subject files cover a variety of broad topics including oil and gas rights, the leasing and sale of state lands, energy sources and development of alternative energy methods, and rules and regulations placed on transportation vessels and terminals located on or near state lands and the legislation passed to put them into effect.

See Appendix H in the master finding aid at the California State Archives for a complete listing of coded subject files.

Series 2 Coded Correspondence 1981-1989

Physical Description: 7 file folders

Arrangement

Arranged numerically by agency assigned code, and chronologically thereunder.

Scope and Content Note

The Coded Correspondence of the Research and Planning Division contains the incoming and outgoing correspondence of the Division for 1989. It is collected in three groupings. While the content of the three groups is similar, the order and code assigned by the records creator was maintained during processing. For that reason, Division Correspondence, General Correspondence and the Chronological Correspondence are maintained separately in this series. The chronological correspondence contains correspondence from various other years because of its connection to correspondence authored and maintained in the 1989 file included in this series. Topics include procedures surrounding the sale and leasing of school lands, pier reconstruction and repair, and dredging alternatives relating to various projects.