



SAN FRANCISCO PLANNING DEPARTMENT

Executive Summary Conditional Use

HEARING DATE: MAY 12, 2011

Date: May 5, 2011
Case No.: **2010.0771EC**
Project Address: **300, 307 and 311 GAVEN STREET**
Zoning: RH-1 (Residential, House-District, One-Family)
40-X Height and Bulk District
Block/Lot: 5847/032, 5846/001, 5853/047, 5860/045-046
Project Sponsor: Valerie Veronin
300 Gaven Street
San Francisco, CA 94134
Staff Contact: Corey Teague– (415) 575-9081
corey.teague@sfgov.org
Recommendation: **Approval with Conditions**

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PROJECT DESCRIPTION

The San Francisco School is a private school offering instruction from preschool to eighth grade. The proposal to expand the school includes multiple components. The first component is to increase the enrollment size for the school. The Planning Commission approved an enrollment cap of 268 students in 1998 per Motion No. 14646, and the school currently has an enrollment of 277 students. The proposal is to increase that cap to 285 students to give the school greater flexibility to make full use of their capacity and allow for natural fluctuations in student enrollment.

The second component is to legalize the dwelling unit conversions of single-family homes at 307 and 311 Gaven Street. The school purchased 311 Gaven Street in 1999, and 307 Gaven Street in 2001. The homes are both approximately 1,050 square feet. Neither home was physically altered and they are currently used for overflow administrative office space and faculty office space.

The third component is to demolish approximately 4,500 square feet of the existing “Main Building” and construct a 40-foot tall, approximately 14,000 gross square foot multi-purpose center. The Main Building was constructed in 1960 as a church, and is used by the school for pre-school rooms, the library, and administrative offices. The multi-purpose center will include classrooms on the upper floors, limited office space, and a gymnasium that will also be used as an auditorium for larger school events. The school currently has no gym/auditorium space, and thus has to hold all of its athletic practices, competitions, music recitals, and similar events off-site. The construction of the multi-purpose center and associated reconfiguration of existing school spaces will result in a net increase of one classroom, going from 17 to 18.

An exterior stairway on the Herbst Building, which was constructed in 1985 and is used for elementary classrooms, will be removed as part of the construction of the multi-purpose center. Once completed, the multi-purpose center will be connected to both the Main Building and the Herbst Building. The Middle School Building was constructed in 1998 and is currently the most visible building on the campus due to its height—two stories with a sloped roof—and location at the front of the property. It will not be impacted by the proposed construction of the multi-purpose center.

SITE DESCRIPTION AND PRESENT USE

The project area includes five separate properties that contain the campus of The San Francisco School, a private school that includes pre-school through eighth grade instruction. The main school campus is located at 300 Gaven Street, on the north side at the intersection with Boylston Street, and consists of Lot 032 in Assessor's Block 5847, Lot 001 in Assessor's Block 5846, and Lot 047 in Assessor's Block 5853. The main campus is approximately 1.1 acres and includes three existing school buildings, several playgrounds, and an animal paddock.

The two single-family homes at 307 and 311 Gaven Street are located on the south side of Gaven Street, just west of the intersection with Boylston Street, and consist of Lots 045 and 046 in Assessor's Block 5860. Each property is 1,950 square feet. The houses are currently owned and used by the school for administrative offices and faculty work space.

Lot 044 in Assessor's Block 5843 is owned by the City of San Francisco and leased by the school to provide a hard-surface play area used for basketball, soccer, and other similar recreational activities. Additionally, the school has an encroachment permit for the portion of the Boylston Street right-of-way that crosses north of Gaven Street, which is used for eight off-street parking spaces and bicycle parking.

SURROUNDING PROPERTIES AND NEIGHBORHOOD

The project site lies directly south of Interstate 280 in the Excelsior neighborhood. The project site is otherwise surrounded by single-family homes in a large area of RH-1 zoning. A large NC-2 zoning district along San Bruno Avenue is several blocks to the east, along with Highway 101.

ENVIRONMENTAL REVIEW

On January 13, 2011 the Project was determined to be exempt from the California Environmental Quality Act ("CEQA") as a Class 32 Categorical Exemption under CEQA.

HEARING NOTIFICATION

TYPE	REQUIRED PERIOD	REQUIRED NOTICE DATE	ACTUAL NOTICE DATE	ACTUAL PERIOD
Classified News Ad	20 days	April 22, 2011	April 20, 2011	22 days
Posted Notice	20 days	April 22, 2011	April 22, 2011	20 days
Mailed Notice	10 days	April 22, 2011	April 22, 2011	20 days

PUBLIC COMMENT

- The Department received 13 letters of support and no letters of opposition.

ISSUES AND OTHER CONSIDERATIONS

Requested Exceptions per PUD Approval

- Planning Code Section 134(a)(2) requires the rear setback to be a minimum of 25 percent of the lot depth at the rear of the lot. The proposal includes new construction of a multi-purpose center that will extend into the rear 25 percent of the property at 300 Gaven Street.
- Planning Code Section 304(d)(6) allows minor deviations from the provisions for height measurement in Section 260 and 261. The project site has a slight west to east lateral slope along Gaven Street. There is a significant drop at the rear and northeast portions of the property going towards I-280. Due to the property's significant depth, the buildings in the rear of the site have height measured from the rear property line. Measuring building height from the western point of the rear property line represents a minor deviation from height measurement in Section 261 that results in the proposed multi-purpose center conforming to the 40-foot height district.

Dwelling Unit Conversion

- Planning Code Section 317 provides five criteria for Planning Commission consideration in the case of a dwelling unit conversion.
 - a. **Whether the conversion eliminates only owner-occupied housing, and if so, for how long the unit(s) were occupied;**

There are no indications that either 307 or 311 Gaven Street were anything other than owner-occupied before the school purchased them. Based on the Project Sponsor's documentation, the previous owner of 307 Gaven Street occupied the house for at least 11 years prior to its purchase in 2001. The previous owner of 311 Gaven Street occupied the house for at least 30 years prior to its purchase in 1999, and may have been the only owner/occupant since its construction in 1960.

- b. **Whether conversion of the unit(s) would provide desirable new non-residential use(s) appropriate for the neighborhood and adjoining district(s);**

A School is a permitted and appropriate use in a residential area when it is well designed to be compatible and complementary to the surrounding neighborhood. The San Francisco School has operated and slowly grown at the project site for more than 40 years with no record of any complaints to the Planning Department or Department of Building Inspection. The administrative and faculty space proposed for the single-family homes can not currently be accommodated on the school's main campus, although it is the school's desire to eventually have all school functions on the main campus. The

administrative and faculty uses are low impact and have no significant negative effect on the surrounding residential uses. Because there are no physical external or internal alterations proposed, the homes can easily be converted back to residential use in the future.

c. Whether conversion of the unit(s) will bring the building closer into conformance with the prevailing character of its immediate area and in the same zoning district;

The conversion from residential use to school use is permitted as a conditional use in the RH-1 zoning district. The proposal does not include any physical changes to the buildings. The immediate area only includes the school and surrounding single-family homes. Therefore, the proposed conversion does not reduce or increase the conformity of the buildings with the prevailing character of its immediate area and zoning district.

d. Whether conversion of the unit(s) will be detrimental to the City's housing stock;

The school converted the single-family homes at 307 and 311 Gaven Street to administrative and faculty use in the early 2000s. Each house is an approximately 1,050 square foot, one story over garage building that contains two bedrooms and one bathroom. There are no records of any registered complaints or concerns about the school's use of the homes from neighbors or others in the community since that time. The school has not altered the homes' interiors or exteriors, and has no plans to do so. As such, the buildings can be converted back to residential use very easily. The school's Board of Trustees adopted a new master plan in January 2010 that does not include the use of 307 and 311 Gaven Street, and the school has directly stated their intent to convert the buildings back to residential use in the future and eventually accommodate all necessary administrative and faculty space on the main campus.

e. Whether conversion of the unit(s) is necessary to eliminate design, functional, or habitability deficiencies that cannot otherwise be corrected.

The conversion of the residential units is not necessary to eliminate design, functional, or habitability deficiencies that cannot otherwise be corrected.

REQUIRED COMMISSION ACTION

In order for the project to proceed, the Commission must grant conditional use authorization to allow for a PUD for an enrollment cap increase and construction of a new multi-purpose center at The San Francisco School, and for the conversion of two single-family homes from residential use to school administration use in the RH-1 Zoning District.

BASIS FOR RECOMMENDATION

The Department believes this project is necessary and/or desirable under Section 303 of the Planning Code for the following reasons:

- The enrollment cap increase represents a very small increase for a neighborhood school that has operated in the area for more than forty years.
- The proposed multi-purpose center is sited and designed in a way that is highly compatible with its residential surroundings.
- The lack of physical changes to the homes at 307 and 311 Gaven Street increase the ease and likelihood of their future conversion back to residential use.
- The Project meets all applicable requirements of the Planning Code and is consistent with the General Plan.

RECOMMENDATION: Approval with Conditions
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Attachments:

Draft Motion
Categorical Exemption
Parcel Map
Sanborn Map
Aerial Photographs
Topography Map
Zoning Map
Sponsor Materials
Reduced Plans and 3D Representations

Attachment Checklist:

- | | |
|---|---|
| <input checked="" type="checkbox"/> Executive Summary | <input checked="" type="checkbox"/> Topography Map |
| <input checked="" type="checkbox"/> Draft Motion | <input checked="" type="checkbox"/> Project sponsor submittal |
| <input checked="" type="checkbox"/> Environmental Determination | Drawings: <u>Existing Conditions</u> |
| <input checked="" type="checkbox"/> Zoning District Map | <input checked="" type="checkbox"/> Check for legibility |
| <input type="checkbox"/> Height & Bulk Map | Drawings: <u>Proposed Project</u> |
| <input checked="" type="checkbox"/> Parcel Map | <input checked="" type="checkbox"/> Check for legibility |
| <input checked="" type="checkbox"/> Sanborn Map | <input type="checkbox"/> Health Dept. review of RF levels |
| <input checked="" type="checkbox"/> Aerial Photo | <input type="checkbox"/> RF Report |
| <input type="checkbox"/> Context Photos | <input type="checkbox"/> Community Meeting Notice |

Exhibits above marked with an "X" are included in this packet

Planner's Initials

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SAN FRANCISCO PLANNING DEPARTMENT

Subject to: (Select only if applicable)

- Affordable Housing (Sec. 415)
- Jobs Housing Linkage Program (Sec. 413)
- Downtown Park Fee (Sec. 412)
- First Source Hiring (Admin. Code)
- Child Care Requirement (Sec. 414)
- Other (Transit Development Impact Fee – Sec. 411)

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Planning Commission Draft Motion

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ADOPTING FINDINGS RELATING TO THE APPROVAL OF CONDITIONAL USE AUTHORIZATION PURSUANT TO PLANNING CODE SECTIONS 209.3(G), 303, 304, AND 317 TO ALLOW A PLANNED UNIT DEVELOPMENT (PUD) FOR A PROJECT PROPOSING TO DEMOLISH A PORTION OF AN EXISTING BUILDING ON THE CAMPUS OF AN EXISTING PRIVATE SCHOOL (DBA THE SAN FRANCISCO SCHOOL), CONSTRUCT A 40-FOOT TALL AND APPROXIMATELY 14,000 GROSS SQUARE FOOT MULTI-PURPOSE CENTER, EXPAND THE ENROLLMENT CAP FROM 268 TO 285 STUDENTS, AND TO LEGALIZE THE CONVERSION OF TWO SINGLE-FAMILY HOMES FROM RESIDENTIAL USE TO ADMINISTRATIVE SCHOOL USES, WITH EXCEPTIONS FOR REAR YARD AND HEIGHT MEASUREMENT IN THE RH-1 (RESIDENTIAL, HOUSE-DISTRICT, ONE-FAMILY) ZONING DISTRICT AND 40-X HEIGHT AND BULK DISTRICT.

PREAMBLE

On December 16, 2010 Valerie Veronin (hereinafter “Project Sponsor”) filed an application with the Planning Department (hereinafter “Department”) for Conditional Use Authorization under Planning Code Sections 209.3(g), 303, 304 and 317 to allow a Planned Unit Development (PUD) for a project proposing to demolish a portion of an existing building on the campus of an existing private school (dba The San Francisco School), construct a 40-foot tall and approximately 14,000 gross square foot multi-purpose center, expand the enrollment cap from 268 to 285 students, and to legalize the conversion of

two single-family homes from residential use to administrative school uses in the RH-1 (Residential, House-District, One-Family) Zoning District and 40-X Height and Bulk District.

On May 12, 2011, the San Francisco Planning Commission (hereinafter "Commission") conducted a duly noticed public hearing at a regularly scheduled meeting on Conditional Use Application No. 2010.0771C.

On January 13, 2011 the Project was determined to be exempt from the California Environmental Quality Act ("CEQA") as a Class 32 Categorical Exemption under CEQA as described in the determination contained in the Planning Department files for this Project.

The Commission has heard and considered the testimony presented to it at the public hearing and has further considered written materials and oral testimony presented on behalf of the applicant, Department staff, and other interested parties.

MOVED, that the Commission hereby authorizes the Conditional Use requested in Application No. 2010.0771C, subject to the conditions contained in "EXHIBIT A" of this motion, based on the following findings:

FINDINGS

Having reviewed the materials identified in the preamble above, and having heard all testimony and arguments, this Commission finds, concludes, and determines as follows:

1. The above recitals are accurate and constitute findings of this Commission.
2. **Site Description and Present Use.** The project area includes five separate properties that contain the campus of The San Francisco School, a private school that includes pre-school through eighth grade instruction. The main school campus is located at 300 Gaven Street, on the north side at the intersection with Boylston Street, and consists of Lot 032 in Assessor's Block 5847, Lot 001 in Assessor's Block 5846, and Lot 047 in Assessor's Block 5853. The main campus is approximately 1.1 acres and includes three existing school buildings, several playgrounds, and an animal paddock.

The two single-family homes at 307 and 311 Gaven Street are located on the south side of Gaven Street, just west of the intersection with Boylston Street, and consist of Lots 045 and 046 in Assessor's Block 5860. Each property is 1,950 square feet. The houses are currently owned and used by the school for administrative offices and faculty work space.

Lot 044 in Assessor's Block 5843 is owned by the City of San Francisco and leased by the school to provide a hard-surface play area used for basketball, soccer, and other similar recreational activities. Additionally, the school has an encroachment permit for the portion of the Boylston Street right-of-way that crosses north of Gaven Street, which is used for eight off-street parking spaces and bicycle parking.

3. **Surrounding Properties and Neighborhood.** The project site lies directly south of Interstate 280 in the Excelsior neighborhood. The project site is otherwise surrounded by single-family homes in a large area of RH-1 zoning. A large NC-2 zoning district along San Bruno Avenue is several blocks to the east, along with Highway 101.
4. **Project Description.** The proposal includes multiple components. The first component is to increase the enrollment size for the school. The Planning Commission approved an enrollment cap of 268 students in 1998 per Motion No. 14646, and the school currently has an enrollment of 277 students. The proposal is to increase that cap to 285 students to give the school greater flexibility to make full use of their capacity and allow for natural fluctuations in student enrollment.

The second component is to legalize the dwelling unit conversions of single-family homes at 307 and 311 Gaven Street. The school purchased 311 Gaven Street in 1999, and 307 Gaven Street in 2001. The homes are both approximately 1,050 square feet. Neither home was physically altered and they are currently used for overflow administrative office space and faculty office space.

The third component is to demolish approximately 4,500 square feet of the existing "Main Building" and construct a 40-foot tall, approximately 14,000 gross square foot multi-purpose center. The Main Building was constructed in 1960 as a church, and is used by the school for pre-school rooms, the library, and administrative offices. The multi-purpose center will include classrooms on the upper floors, limited office space, and a gymnasium that will also be used as an auditorium for larger school events. The school currently has no gym/auditorium space, and thus has to hold all of its athletic practices, competitions, music recitals, and similar events off-site. The construction of the multi-purpose center and associated reconfiguration of some existing school spaces will result in a net increase of one classroom, going from 17 to 18.

An exterior stairway on the Herbst Building, which was constructed in 1985 and is used for elementary classrooms, will be removed as part of the construction of the multi-purpose center. Once completed, the multi-purpose center will be connected to both the Main Building and the Herbst Building. The Middle School Building was constructed in 1998 and is currently the most visible building on the campus due to its height and location at the front of the property. It will not be impacted by the proposed construction of the multi-purpose center.

5. **Public Comment.** The Department received 13 letters of support and no letters of opposition.
6. **Planning Code Compliance:** The Commission finds that the Project is consistent with the relevant provisions of the Planning Code in the following manner:
 - A. **Use.** Planning Code Section 209.3 requires Conditional Use Authorization for elementary and secondary schools.

The Project Sponsor applied for Conditional Use Authorization for the expansion of the existing private school, which offers instruction for pre-school through eighth grade.

- B. **Floor Area Ratio.** Planning Code Section 134 states that the maximum Floor Area Ratio (FAR) in the RH-1 Zoning District is 1.8 to 1.

The proposal will increase the gross square footage of the school from 24,457 to 34,131 square feet. This will increase the FAR from 0.5 to 1 to 0.7 to 1, which is well below 1.8 to 1.

- C. **Rear Yard.** Planning Code Section 134 states that the minimum rear yard depth shall be equal to 25 percent of the total depth of a lot in which it is situated, but in no case less than 15 feet.

The proposed multi-purpose center will extend to rear property line and will not meet the rear yard requirement of 25 percent of the lot depth. As such, the Project Sponsor is requesting a rear yard exception through the PUD approval process. See Section 9 below for more information.

- D. **Street Trees.** Planning Code Section 138.1 states that one street tree is required for every 20 feet of street frontage for new construction and significant expansions of existing buildings.

The project site has 250 feet of frontage on Gaven Street, which requires 16 street trees. While there are currently no street trees in the public right-of-way at this site, the property includes 10 moderate-to-large trees that line the Gaven Street frontage. Most of the canopies for these trees extend over the sidewalk. The Project Sponsor is working with the Department of Public Works (DPW) to determine if any street trees are appropriate for this site. Upon DPW's review and response, the Project Sponsor will install the required number of trees. If DPW determines that fewer than 16 street trees are appropriate, the Project Sponsor may seek a waiver from the Zoning Administrator per Section 138.1 and pay an in-lieu fee for the remaining trees.

- E. **Parking.** Planning Section 151 requires one off-street parking spaces for every 6 elementary school classrooms. The proposed school expansion will result in a total of 18 classrooms, requiring three parking spaces.

The school has an Encroachment Permit through the Department of Public Works permitting them to use that portion of the Boylston Street right-of-way that falls just north of Gaven Street for their off-street parking. The school has eight off-street parking spaces and bicycle parking on that lot, which is immediately adjacent to the east of the main campus.

7. **Planning Code Section 303** establishes criteria for the Planning Commission to consider when reviewing applications for Conditional Use approval. On balance, the project does comply with said criteria in that:

- A. The proposed new uses and building, at the size and intensity contemplated and at the proposed location, will provide a development that is necessary or desirable, and compatible with, the neighborhood or the community.

The existing school began at this site in 1969 and has grown slowly over the years with multiple Planning Commission approvals. While the campus falls in an RH-1 zoning district, the site borders

Interstate 280 to the north, which limits its contact with surrounding residential uses. The three existing buildings on the site are one-story, two-story, and two-story with a sloped roof, creating a low physical profile at the street level. The wooden property fence along Gaven Street, combined with a deep lot depth (from 125 to 166 feet), allow for the campus to extend toward I-280 with limited impact on the nearby residential uses.

The proposed multi-cultural center will be 40 feet tall, but will be set back more than 80 feet from the front property line and more than 80 feet from the nearest residential unit to the west. The large setbacks, its position behind the Main Building, and the existing noise created by the adjacent stretch of I-280 will limit potential noise impacts the center may otherwise have on the surrounding residential area. The center will also allow students, many of which come from the surrounding neighborhoods, to stay on campus for extracurricular activities instead of being shuttled to other locations. Additionally, the school has expressed openness for the center to be used to help serve the needs of the surrounding community when possible.

The proposed enrollment cap increase will allow the school the opportunity to fully use its building capacity and the flexibility needed to accommodate natural fluctuations in enrollment. No new staff is expected to be hired as part of the proposed expansion. The conversion of 307 and 311 Gaven Street provides much needed space for administrative and faculty uses without any physical changes to the buildings. The lack of any structural changes to the buildings greatly increases the opportunity for them to be converted back to residential use in the future.

- B. The proposed project will not be detrimental to the health, safety, convenience or general welfare of persons residing or working in the vicinity. There are no features of the project that could be detrimental to the health, safety or convenience of those residing or working the area, in that:
- i. Nature of proposed site, including its size and shape, and the proposed size, shape and arrangement of structures;

The large site allows the proposed multi-purpose center to have significant front and side setbacks, minimizing its visual impact on the surrounding residential areas. As proposed, the updated school campus will use less than half of its permitted FAR and contain a good mix of building types and heights, with the lowest building positioned closest to the surrounding residential area.

There are no alterations proposed for the residential buildings at 307 and 311 Gaven Street, and the administrative and faculty use of the buildings will not be noticeable from the street.

- ii. The accessibility and traffic patterns for persons and vehicles, the type and volume of such traffic, and the adequacy of proposed off-street parking and loading;

The environmental review for this project anticipates that the project may generate up to approximately ten additional p.m. peak hour trips, and these new trips are not considered significant. The change in traffic may be noticeable to those in the immediate setting when an

evening event is scheduled. However, the volume of the additional trips will not result in any significant individual or cumulative adverse impacts to any intersection service levels.

Additionally, both vehicle and pedestrian access will remain on Gaven Street. Emergency access to the project site will not be changed by the proposed project. There are no bus stops in front of the project site and the sidewalks and on-street parking on Gaven Street will not be affected.

The school will continue to conduct its existing traffic management program. The program includes facilitated student drop-off times starting at 8:30am, pick-up/drop-off guidelines distributed to all parents, and an established queuing system along Gaven Street. Additionally, the school conducts an "All School Walk" day on weather-permitting Thursdays to encourage alternative modes of transportation to and from school.

- iii. The safeguards afforded to prevent noxious or offensive emissions such as noise, glare, dust and odor;

No noxious or offensive emissions will be associated with the construction or use of the multi-purpose center or the administrative uses of 307 and 311 Gaven Street. The center will not include reflective or glare-producing materials. Noise from the multi-purpose center will be limited due to its large setback and its purposeful design to prevent significant noise from escaping the building.

- iv. Treatment given, as appropriate, to such aspects as landscaping, screening, open spaces, parking and loading areas, service areas, lighting and signs;

All of the existing signage, fencing and landscaping along Gaven Street will remain unchanged. The North Play Yard and central courtyard will slightly decrease in size due to the new multi-purpose center. But all other outdoor play areas and landscaped areas will remain unchanged.

- C. That the use as proposed will comply with the applicable provisions of the Planning Code and will not adversely affect the General Plan.

The Project complies with all relevant requirements and standards of the Planning Code and is consistent with objectives and policies of the General Plan as detailed below.

- D. That the use as proposed would provide development that is in conformity with the purpose of the applicable Neighborhood Commercial District.

The proposed project does not fall in a Neighborhood Commercial District.

- 8. **Planned Unit Development (PUD).** Planning Code Section 304 establishes criteria and limitations for the authorization of PUDs over and above those applicable to Conditional Uses in general and contained in Section 303 and elsewhere in the Code. In cases of outstanding overall design, projects may merit modification of certain Code requirements. The Project requests a modification to the rear yard requirement of Planning Code Section 134 and the height

measurement requirement of Section 261. On balance, the Project complies with said criteria in that it:

- a. Affirmatively promote applicable objectives and policies of the General Plan;

The Project complies with all relevant requirements and standards of the Planning Code and is consistent with objectives and policies of the General Plan as detailed below.

- b. Provide off-street parking adequate for the occupancy proposed;

The school provides up to eight parking spaces when the Planning Code only requires three.

- c. Provide open space usable by the occupants and, where appropriate, by the general public, at least equal to the open spaces required by this Code;

The Project is not required to provide any open space. However, the school has several playgrounds, a hard-top play area, and an animal paddock for use by the students.

- d. Be limited in dwelling unit density to less than the density that would be allowed by Article 2 of this Code for a district permitting a greater density, so that the Planned Unit Development will not be substantially equivalent to a reclassification of property;

The Project does not include any residential uses.

- e. Under no circumstances be excepted from any height limit established by Article 2.5 of this Code, unless such exception is explicitly authorized by the terms of this Code. In the absence of such an explicit authorization, exceptions from the provisions of this Code with respect to height shall be confined to minor deviations from the provisions for measurement of height in Sections 260 and 261 of this Code, and no such deviation shall depart from the purposes or intent of those sections;

The project site has a slight west to east lateral slope along Gaven Street. There is a significant drop at the rear and northeast portions of the property towards I-280. Due to the property's significant depth, the buildings in the rear of the site have height measured from the rear property line. Measuring building height from the western point of the rear property line represents a minor deviation from height measurement in Section 261 that results in the proposed multi-purpose center conforming to the 40-foot height district.

- f. Provide street trees as required by the Planning Code.

The Project will meet this requirement. See Section 6D above for more information.

- g. Provide landscaping and permeable surfaces in any required setbacks in accordance with Section 132 (g) and (h).

The Project meets the requirements for landscaping and permeable surfaces.

9. **Dwelling Unit Conversion.** Planning Code Section 317 provides five criteria for Planning Commission consideration in the case of a dwelling unit conversion.

- a. Whether the conversion eliminates only owner-occupied housing, and if so, for how long the unit(s) were occupied;

There are no indications that either 307 or 311 Gaven Street were anything other than owner-occupied before the school purchased them. Based on the Project Sponsor's documentation, the previous owner of 307 Gaven Street occupied the house for at least 11 years prior to its purchase in 2001. The previous owner of 311 Gaven Street occupied the house for at least 30 years prior to its purchase in 1999, and may have been the only owner/occupant since its construction in 1960.

- b. Whether conversion of the unit(s) would provide desirable new non-residential use(s) appropriate for the neighborhood and adjoining district(s);

A School is a permitted and appropriate use in a residential area when it is well designed to be compatible and complementary to the surrounding neighborhood. The San Francisco School has operated and slowly grown at the project site for more than 40 years with no record of any complaints to the Planning Department or Department of Building Inspection. The administrative and faculty space proposed for the single-family homes can not currently be accommodated on the school's main campus, although it is the school's desire to eventually have all school functions on the main campus. The administrative and faculty uses are low impact and have no significant negative effect on the surrounding residential uses. Because there are no physical external or internal alterations proposed, the homes can easily be converted back to residential use in the future.

- c. Whether conversion of the unit(s) will bring the building closer into conformance with the prevailing character of its immediate area and in the same zoning district;

The conversion from residential use to school use is permitted as a conditional use in the RH-1 zoning district. The proposal does not include any physical changes to the buildings. The immediate area only includes the school and surrounding single-family homes. Therefore, the proposed conversion does not reduce or increase the conformity of the buildings with the prevailing character of its immediate area and zoning district.

- d. Whether conversion of the unit(s) will be detrimental to the City's housing stock;

The school converted the single-family homes at 307 and 311 Gaven Street to administrative and faculty use in the early 2000s. Each house is an approximately 1,050 square foot, one story over garage building that contains two bedrooms and one bathroom. There are no records of any registered complaints or concerns about the school's use of the homes from neighbors or others in the community since that time. The school has not altered the homes' interiors or exteriors, and has no plans to do so. As such, the buildings can be converted back to residential use very easily.

The school's Board of Trustees adopted a new master plan in January 2010 that does not include the use of 307 and 311 Gaven Street, and the school has directly stated their intent to convert the buildings back to residential use in the future and eventually accommodate all necessary administrative and faculty space on the main campus.

- e. Whether conversion of the unit(s) is necessary to eliminate design, functional, or habitability deficiencies that cannot otherwise be corrected.

The conversion of the residential units is not necessary to eliminate design, functional, or habitability deficiencies that cannot otherwise be corrected.

- 10. **General Plan Compliance.** The Project is, on balance, consistent with the following Objectives and Policies of the General Plan:

HOUSING

Objectives and Policies

OBJECTIVE 11:

IN INCREASING THE SUPPLY OF HOUSING, PURSUE PLACE MAKING AND NEIGHBORHOOD BUILDING PRINCIPLES AND PRACTICES TO MAINTAIN SAN FRANCISCO'S DESIRABLE URBAN FABRIC AND ENHANCE LIVABILITY IN ALL NEIGHBORHOODS.

Policy 11.3:

Encourage appropriate neighborhood-serving commercial activities in residential areas, without causing affordable housing displacement.

Policy 11.4:

Avoid or minimize disruption caused by expansion of institutions, large-scale uses and auto-oriented development into residential areas.

The proposed expansion of an appropriate neighborhood activity (small school) will have minimal impact on the neighboring residential area due to its small size and sensitive design. The dwelling units converted to administrative and faculty use are not designated affordable housing, and there is a very high likelihood that they will be converted back to residential use in the future.

OBJECTIVE 7:

ENHANCE SAN FRANCISCO'S POSITION AS A NATIONAL AND REGIONAL CENTER FOR GOVERNMENTAL, HEALTH, AND EDUCATIONAL SERVICES.

Policy 7.2:

Encourage the extension of needed health and educational services, but manage expansion to avoid or minimize disruption of adjacent residential areas.

Policy 7.3:

Promote the provision of adequate health and educational services to all geographical districts and cultural groups in the city.

The San Francisco School is a small school with a campus that does not significantly intrude into the surrounding residential area. It provides necessary and desirable private educational services for a diverse set of families within the neighborhood, City, and region.

URBAN DESIGN

Objectives and Policies

OBJECTIVE 3:

MODERATION OF MAJOR NEW DEVELOPMENT TO COMPLEMENT THE CITY PATTERN, THE RESOURCES TO BE CONSERVED, AND THE NEIGHBORHOOD ENVIRONMENT.

Policy 3.1:

Promote harmony in the visual relationships and transitions between new and older buildings.

Policy 3.2:

Avoid extreme contrasts in color, shape and other characteristics which will cause new buildings to stand out in excess of their public importance.

The proposed multi-purpose center is well designed for the surrounding residential area. This design is achieved through larger setbacks, building siting, appropriate building materials, and a neutral exterior color palette, which all combine to make the structure compatible with its surroundings.

11. **Planning Code Section 101.1(b)** establishes eight priority-planning policies and requires review of permits for consistency with said policies. On balance, the project does comply with said policies in that:

A. That existing neighborhood-serving retail uses be preserved and enhanced and future opportunities for resident employment in and ownership of such businesses be enhanced.

The proposal will not add or remove any neighborhood-serving retail uses.

B. That existing housing and neighborhood character be conserved and protected in order to preserve the cultural and economic diversity of our neighborhoods.

The school has existed at the project site for more than forty years. As such, it is an important component of the existing neighborhood character. Construction of the multi-purpose center will enhance the school's ability to continue add cultural and economic diversity to the neighborhood.

Additionally, the conversion of the residential units at 307 and 311 Gaven Street will not change the visual character of the structures or the character of the neighborhood.

- C. That the City's supply of affordable housing be preserved and enhanced,

The Project will convert the single-family homes at 307 and 311 Gaven Street to administrative and faculty use. These units are not designated as affordable housing units. Additionally, it is very likely that the buildings will be converted back to residential use sometime in the future.

- D. That commuter traffic not impede MUNI transit service or overburden our streets or neighborhood parking.

The proposed enrollment cap increase will add only 17 additional students. The school also conducts a traffic management program to help moderate the flow of traffic to and from the campus. The environmental review found that overall the project will not have a significant impact on the transportation system or parking.

- E. That a diverse economic base be maintained by protecting our industrial and service sectors from displacement due to commercial office development, and that future opportunities for resident employment and ownership in these sectors be enhanced.

The Project will not displace any service or industry establishment. The project will not affect industrial or service sector uses or related employment opportunities. Ownership of industrial or service sector businesses will not be affected by this project.

- F. That the City achieve the greatest possible preparedness to protect against injury and loss of life in an earthquake.

The Project is designed and will be constructed to conform to the structural and seismic safety requirements of the City Building Code. This proposal will not impact the property's ability to withstand an earthquake.

- G. That landmarks and historic buildings be preserved.

A landmark or historic building does not occupy the Project site.

- H. That our parks and open space and their access to sunlight and vistas be protected from development.

The project will have no negative impact on existing parks and open spaces. The Project does not have an impact on open spaces.

12. The Project is consistent with and would promote the general and specific purposes of the Code provided under Section 101.1(b) in that, as designed, the Project would contribute to the character and stability of the neighborhood and would constitute a beneficial development.

13. The Commission hereby finds that approval of the Conditional Use authorization would promote the health, safety and welfare of the City.

DECISION

That based upon the Record, the submissions by the Applicant, the staff of the Department and other interested parties, the oral testimony presented to this Commission at the public hearings, and all other written materials submitted by all parties, the Commission hereby **APPROVES Conditional Use Application No. 2010.0771C** subject to the following conditions attached hereto as "EXHIBIT A" in general conformance with plans on file, dated April 28, 2011, and stamped "EXHIBIT B", which is incorporated herein by reference as though fully set forth.

APPEAL AND EFFECTIVE DATE OF MOTION: Any aggrieved person may appeal this Conditional Use Authorization to the Board of Supervisors within thirty (30) days after the date of this Motion No. XXXXX. The effective date of this Motion shall be the date of this Motion if not appealed (After the 30-day period has expired) OR the date of the decision of the Board of Supervisors if appealed to the Board of Supervisors. For further information, please contact the Board of Supervisors at (415) 554-5184, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

I hereby certify that the Planning Commission ADOPTED the foregoing Motion on May 12, 2011.

Linda D. Avery
Commission Secretary

AYES:

NAYS:

ABSENT:

ADOPTED: May 12, 2011

EXHIBIT A

AUTHORIZATION

This authorization is for a conditional use to allow a Planned Unit Development (PUD) for a project proposing to demolish a portion of an existing building on the campus of an existing private school, construct a 40-foot tall and approximately 14,000 gross square foot multi-purpose center, expand the enrollment cap from 268 to 285 students, and to legalize the conversion of two single-family homes from residential use to administrative school uses for a private school (d.b.a. **The San Francisco School**) located at 300, 307 and 311 Gaven street (Lot 032 in Assessor's Block 5847, Lot 001 in Assessor's Block 5846, Lot 047 in Assessor's Block 5853, and Lots 045 and 046 in Assessor's Block 5860) pursuant to Planning Code Section(s) 209.3(g), 303, 304 and 317 within the RH-1 (Residential, House-District, One-Family) Zoning District and 40-X Height and Bulk District; in general conformance with plans, dated **April 28, 2011**, and stamped "EXHIBIT B" included in the docket for Case No. **2010.0771EC** and subject to conditions of approval reviewed and approved by the Commission on **May 12, 2011** under Motion No **XXXXXX**. This authorization and the conditions contained herein run with the property and not with a particular Project Sponsor, business, or operator.

RECORDATION OF CONDITIONS OF APPROVAL

Prior to the issuance of the building permit or commencement of use for the Project the Zoning Administrator shall approve and order the recordation of a Notice in the Official Records of the Recorder of the City and County of San Francisco for the subject property. This Notice shall state that the project is subject to the conditions of approval contained herein and reviewed and approved by the Planning Commission on **May 12, 2011** under Motion No **XXXXXX**.

PRINTING OF CONDITIONS OF APPROVAL ON PLANS

The conditions of approval under the 'Exhibit A' of this Planning Commission Motion No. **XXXXXX** shall be reproduced on the Index Sheet of construction plans submitted with the Site or Building permit application for the Project. The Index Sheet of the construction plans shall reference to the Conditional Use authorization and any subsequent amendments or modifications.

SEVERABILITY

The Project shall comply with all applicable City codes and requirements. If any clause, sentence, section or any part of these conditions of approval is for any reason held to be invalid, such invalidity shall not affect or impair other remaining clauses, sentences, or sections of these conditions. This decision conveys no right to construct, or to receive a building permit. "Project Sponsor" shall include any subsequent responsible party.

CHANGES AND MODIFICATIONS

Changes to the approved plans may be approved administratively by the Zoning Administrator. Significant changes and modifications of conditions shall require Planning Commission approval of a new Conditional Use authorization.

Conditions of Approval, Compliance, Monitoring, and Reporting

PERFORMANCE

1. **Validity and Expiration.** The authorization and right vested by virtue of this action is valid for three years from the effective date of the Motion. A building permit from the Department of Building Inspection to construct the project and/or commence the approved use must be issued as this Conditional Use authorization is only an approval of the proposed project and conveys no independent right to construct the project or to commence the approved use. The Planning Commission may, in a public hearing, consider the revocation of the approvals granted if a site or building permit has not been obtained within three (3) years of the date of the Motion approving the Project. Once a site or building permit has been issued, construction must commence within the timeframe required by the Department of Building Inspection and be continued diligently to completion. The Commission may also consider revoking the approvals if a permit for the Project has been issued but is allowed to expire and more than three (3) years have passed since the Motion was approved.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

2. **Extension.** This authorization may be extended at the discretion of the Zoning Administrator only where failure to issue a permit by the Department of Building Inspection to perform said tenant improvements is caused by a delay by a local, State or Federal agency or by any appeal of the issuance of such permit(s).

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org.

DESIGN

3. **Street Trees.** Pursuant to Planning Code Section 138.1 (formerly 143 and 428), the Project Sponsor shall submit a site plan to the Planning Department prior to Planning approval of the building permit application indicating that street trees, at a ratio of one street tree of an approved species for every 20 feet of street frontage along public or private streets bounding the Project, with any remaining fraction of 10 feet or more of frontage requiring an extra tree, shall be provided. The street trees shall be evenly spaced along the street frontage except where proposed driveways or other street obstructions do not permit. The exact location, size and species of tree shall be as approved by the Department of Public Works (DPW). In any case in which DPW cannot grant approval for installation of a tree in the public right-of-way, on the basis of inadequate sidewalk width, interference with utilities or other reasons regarding the public welfare, and where installation of such tree on the lot itself is also impractical, the requirements of this Section 138.1 may be modified or waived by the Zoning Administrator to the extent necessary.

For information about compliance, contact the Case Planner, Planning Department at 415-558-6378, www.sf-planning.org.

PARKING AND TRAFFIC

4. **Parking Requirement.** Pursuant to Planning Code Section 151, the Project shall continue to provide at least three independently accessible off-street parking spaces.
For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org.

PROVISIONS

5. **Transit Impact Development Fee.** Pursuant to Planning Code Section 411 (formerly Chapter 38 of the Administrative Code), the Project Sponsor shall pay the Transit Impact Development Fee (TIDF) as required by and based on drawings submitted with the Building Permit Application. Prior to the issuance of a temporary certificate of occupancy, the Project Sponsor shall provide the Planning Director with certification that the fee has been paid.
For information about compliance, contact the Case Planner, Planning Department at 415-558-6378, www.sf-planning.org

MONITORING - AFTER ENTITLEMENT

6. **Enforcement.** Violation of any of the Planning Department conditions of approval contained in this Motion or of any other provisions of Planning Code applicable to this Project shall be subject to the enforcement procedures and administrative penalties set forth under Planning Code Section 176 or Section 176.1. The Planning Department may also refer the violation complaints to other city departments and agencies for appropriate enforcement action under their jurisdiction.
For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org
7. **Revocation due to Violation of Conditions.** Should implementation of this Project result in complaints from interested property owners, residents, or commercial lessees which are not resolved by the Project Sponsor and found to be in violation of the Planning Code and/or the specific conditions of approval for the Project as set forth in Exhibit A of this Motion, the Zoning Administrator shall refer such complaints to the Commission, after which it may hold a public hearing on the matter to consider revocation of this authorization.
For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

OPERATION

8. **307 and 311 Gaven Street.** The existing kitchens in the buildings at 307 and 311 Gaven Street shall not be removed, and no other alterations shall be permitted that will hinder or prohibit the buildings' conversion back to residential use in the future.
For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org
9. **Sidewalk Maintenance.** The Project Sponsor shall maintain the main entrance to the school campus and all sidewalks abutting the subject property in a clean and sanitary condition in compliance with the Department of Public Works Streets and Sidewalk Maintenance Standards.

For information about compliance, contact Bureau of Street Use and Mapping, Department of Public Works, 415-695-2017, <http://sfdpw.org>.

10. **Community Liaison.** Prior to issuance of a building permit to construct the project and implement the approved use, the Project Sponsor shall appoint a community liaison officer to deal with the issues of concern to owners and occupants of nearby properties. The Project Sponsor shall provide the Zoning Administrator with written notice of the name, business address, and telephone number of the community liaison. Should the contact information change, the Zoning Administrator shall be made aware of such change. The community liaison shall report to the Zoning Administrator what issues, if any, are of concern to the community and what issues have not been resolved by the Project Sponsor.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

11. **Lighting.** All Project lighting shall be directed onto the Project site and immediately surrounding sidewalk area only, and designed and managed so as not to be a nuisance to adjacent residents. Nighttime lighting shall be the minimum necessary to ensure safety, but shall in no case be directed so as to constitute a nuisance to any surrounding property.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org



SAN FRANCISCO PLANNING DEPARTMENT

Certificate of Determination EXEMPTION FROM ENVIRONMENTAL REVIEW

1650 Mission St.
Suite 400
San Francisco,
CA 94103-2479

Reception:
415.558.6378

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415.558.6409

Planning
Information:
415.558.6377

Case No.: 2010.0771E
Project Title: 300, 307, and 311 Gaven Street
Zoning: RH-1 (Residential House, One-Family), 40-X
Block/Lot: 5847/032; 5860/046; and 5860/045
Lot Size: 38,171 square feet; 1,950 square feet; and 1,999 square feet
Project Sponsor: Steve Morris, San Francisco School, (415) 239-5065
Staff Contact: Don Lewis – (415) 575-9095, don.lewis@sfgov.org

PROJECT DESCRIPTION:

The project site is located on the northwest corner of Gaven Street and Boylston Street with Highway 280 to the north in the Excelsior neighborhood. The project site consists of three school buildings totaling 22,980 square feet surrounded by play yards and outdoor spaces owned by the San Francisco School. The existing Herbst Elementary building was constructed in 1985 and is 22 feet tall with two stories, the existing Middle School building was constructed in 2000 and is 33 feet tall with two stories, and the existing Pre-Kindergarten/Elementary (Pre-K) building was constructed in 1960 and is 13 feet tall with one story. The project sponsor proposes to demolish 4,176 square feet of the existing 13,700-square-foot Pre-K building and 350 square feet of the existing 4,000-square-foot Herbst building in order to construct an approximately 40-foot-tall, 14,200-square-foot, two-story with mezzanine, Multi-Purpose Center for school assembly, performing arts, and athletic space. The new Multi-Purpose Center would be connected

(See next page.)

EXEMPT STATUS:

Categorical Exemption, Class 32 [State CEQA Guidelines Section 15332]

REMARKS:

See reverse side.

DETERMINATION:

I do hereby certify that the above determination has been made pursuant to State and Local requirements.

BILL WYCKO
Environmental Review Officer

January 13, 2011
Date

cc: Valerie Veronin, Project Sponsor
Supervisor John Avalos, District 12
Historic Preservation List

Bulletin Board
V. Byrd, M.D.F

PROJECT DESCRIPTION (continued):

to the Pre-K building and would abut the Herbst building. In addition, the existing administrative area within the Pre-K building would be renovated. With the proposed project, the Pre-K building would be 9,525 square feet in size, the Herbst building would be 3,650 square feet, and the new Community Center would be 14,200 square feet. No work is proposed at the 5,280-square-foot Middle School building. There are eight off-street parking spaces and no new spaces are proposed. The project does not propose additional staff or classrooms, although student enrollment is proposed to increase, as discussed below. The school owns two single-family residential properties across the street at 307 and 311 Gaven Street, which are currently used as office space, and no work is proposed at either location.¹ The estimated construction cost is 4.3 million dollars.

The school is requesting an amendment to its existing Planned Unit Development and Conditional Use authorization for an expansion of a school in an RH-1 zoning district by constructing the Multi-Purpose Center, to legalize the existing office use of residences at 307 and 311 Gaven Street, and to increase the total permitted enrollment limit from 268 to 285 students.²

REMARKS (continued):

In-Fill Development- California Environmental Quality Act (CEQA) State Guidelines Section 15332, or Class 32, provides an exemption from environmental review for in-fill development projects which meet the following conditions:

a) The project is consistent with applicable general plan designations and policies as well as with applicable zoning designations.

The proposed project would be consistent with the San Francisco General Plan and with applicable zoning designations. The site is located within the RH-1 zoning district where the existing use is conditionally permitted. The San Francisco Planning Code states that school auditoriums or theaters are considered an accessory use to a school if it is not used as a classroom nor rented out to non-school events. School auditoriums do not count in the parking computation because parking is linked to a number of classrooms. If a proposed theater would be used as a separate classroom, and if there are fewer than eight existing classrooms in the school, the theater would count as such for parking purposes. The proposed Multi-Purpose Center would not be required to provide any off-street parking spaces because the existing campus has more than eight existing classrooms and the new Center would not be used as a separate classroom. The project would not be required to provide an off-street loading space since the proposed center is under 100,000 square feet. The proposed project would be consistent with all applicable zoning plans and policies. As mentioned above, the project would require Conditional Use authorization for an expansion of a school in an RH-1 zoning district, to legalize the use of both 307 and

¹ The two residential buildings are currently used as office space for business development, fundraising, tech support, and storage for the school. The buildings do not contain residential use.

² The school is currently approved for 268 students but over the past several years, the school's enrollment has fluctuated between 270 and 277 persons. Although the school is requesting to increase their enrollment limit to 285, they do not anticipate to reach 285 but to remain at its current level between 270 and 277 persons.

311 Gaven Street for office use, and to increase the total permitted enrollment for the School from 268 to 285 students.

b) *The development occurs within city limits on a site of less than five acres surrounded by urban uses.*

The 0.97-acre (42,120 square feet) project site is located within a fully developed area of San Francisco. The surrounding uses consist of residential buildings. Thus, the proposed project would be properly characterized as an in-fill development surrounded by urban uses.

c) *The project site has no habitat for endangered, rare or threatened species.*

The project site is within a fully developed urban area that is covered with existing buildings and paved surfaces, and does not provide habitat for any rare or endangered plant or animal species.

d) *Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.*

Traffic

The project sponsor proposes to construct a new 300-seat Multi-Purpose Center to be used for school assembly, performing arts, and athletic space. Currently, the school's music program holds rehearsals and recitals in off-campus venues with parents volunteering to shuttle students and instruments to nearby theaters and high schools for these activities. The lack of appropriate space also means that there is no indoor practice space or "home-court" for the school's athletic programs in volleyball, basketball, and futsal.³ The proposed Multi-Purpose Center would eliminate the need to shuttle students and equipment to off-site locations. In addition, the project sponsor seeks Conditional Use authorization to increase the current enrollment limit by 17 students, from 268 to 285. However, over the past several years, the school's enrollment has fluctuated between 270 and 277 students. This modest increase in enrollment limit to 285 students would not require additional classroom space or additional staff. It is anticipated that the project could generate up to approximately ten additional p.m. peak hour trips, and these new trips would not be considered significant. The change in traffic could be noticeable to those in the immediate setting when an evening event is scheduled.⁴ However, the volume of the additional trips would not result in any significant individual or cumulative adverse impacts to any intersection service levels.

It is anticipated that traffic patterns would experience no more than minor changes as a result of the proposed project. The school's existing traffic management program would apply to any additional traffic resulting from the enrollment increase and to all after-school programs and events. The school currently has a traffic management program for facilitating the orderly arrival and departure of students. A pick-up/drop-off queue is established in the street heading west along the school's 250-foot frontage of Gaven Street. Students arrive between 7:30 and 9:00 a.m. while staff supervision and facilitation of drop-off begins at 8:30 a.m. Staff-supervised student departure takes place between 2:45 and 3:30 p.m. Guidelines

³ Futsal is a variant of soccer that is played on a smaller playing surface and is mainly played indoors.

⁴ Only limited events are planned for the school year.

for pick-up and drop-off are distributed to all parents. These guidelines were developed to address student safety and to minimize traffic congestion that might otherwise develop during the peak drop-off and pick-up times of the day.

The level of increase in traffic generated by the project would not be substantial relative to the existing traffic baseline and capacity of the surrounding street system and would be mostly undetectable to residents and drivers in the area. Therefore, the proposed project would not result in any significant adverse traffic impacts.

Transit

The project site is served by several local transit lines including Muni lines 14X and 44. The increase in transit demand associated with the project would not noticeably affect transit services in the area or affect acceptable transit operations, and therefore, the project would result in a less-than-significant effect to transit services.

Parking

As mentioned above, the proposed project complies with Planning Code requirements for provision of off-street parking spaces and is not required to provide new parking spaces. It should be noted that San Francisco does not consider parking supply as part of the permanent physical environment and therefore, does not consider changes in parking conditions to be environmental impacts as defined by CEQA. However, this report presents a parking analysis to inform the public and the decision makers as to the parking conditions that could occur as a result of implementing the proposed project.

Parking conditions are not static, as parking supply and demand varies from day to day, from day to night, from month to month, etc. Hence, the availability of parking spaces (or lack thereof) is not a permanent physical condition, but changes over time as people change their modes and patterns of travel.

Parking deficits are considered to be social effects, rather than impacts on the physical environment as defined by CEQA. Under CEQA, a project's social impacts need not be treated as significant impacts on the environment. Environmental documents should, however, address the secondary physical impacts that could be triggered by a social impact. (CEQA Guidelines § 15131(a).) The social inconvenience of parking deficits, such as having to hunt for scarce parking spaces, is not an environmental impact, but there may be secondary physical environmental impacts, such as increased traffic congestion at intersections, air quality impacts, safety impacts, or noise impacts caused by congestion. In the experience of San Francisco transportation planners, however, the absence of a ready supply of parking spaces, combined with available alternatives to auto travel (e.g., transit service, taxis, bicycles or travel by foot) and a relatively dense pattern of urban development, induces many drivers to seek and find alternative parking facilities, shift to other modes of travel, or change their overall travel habits. Any such resulting shifts to transit service in particular, would be in keeping with the City's "Transit First" policy. The City's Transit First Policy, established in the City's Charter Section 16.102 provides that "parking policies for areas well served by public transit shall be designed to encourage travel by public transportation and alternative transportation." The project area is well-served by local public transit (Muni lines 14X and 44) and a bike lane (70), which provide alternatives to auto travel.

The transportation analysis accounts for potential secondary effects, such as cars circling and looking for a parking space in areas of limited parking supply, by assuming that all drivers would attempt to find parking at or near the project site and then seek parking farther away if convenient parking is

unavailable. Moreover, in the experience of San Francisco transportation planners, the secondary effects of drivers searching for parking is typically offset by a reduction in vehicle trips due to others who are aware of constrained parking conditions in a given area. Hence, any secondary environmental impacts which may result from a shortfall in parking in the vicinity of the proposed project would be minor, and the traffic assignments used in the transportation analysis, as well as in the associated air quality, noise and pedestrian safety analyses, reasonably addresses potential secondary effects.

Access

Both vehicle and pedestrian access would remain on Gaven Street. Emergency access to the project site would not be changed by the proposed project. There are no bus stops in front of the project site. Sidewalks and on-street parking are present on both sides of the street.

Loading

Planning Code Section 152.1 does not require off-street loading for an institutional use of less than 100,000 square feet. Therefore, off-street loading spaces are not required for the proposed project. The proposed project would avoid the potential for impacts to adjacent roadways due to loading activities by limiting all long-term and construction loading/staging operations to the existing on-street parking area along the project site's 250 feet of Gaven Street frontage. The proposed project would not increase the number of delivery or service vehicles to the project site. The project's delivery and service trips could be met at the curb on Gaven Street, where the building's pedestrian entrances are located. Although the school is requesting to increase their enrollment to 285 they do not anticipate reaching 285 but expect to remain at their current enrollment level that has been fluctuating between 270 and 277 for the last several years. If enrollment did reach 285, the loading impact would not be considered significant. Therefore, student drop-offs are not anticipated to increase substantially but to remain at their current operating conditions. Loading activity would not pose a significant impact for pedestrian flow or transit.

Pedestrian and Bicycle Conditions

Pedestrian conditions in the vicinity of the project, on both sidewalks and crosswalks, were observed to be operating at acceptable levels of service. The project is not expected to substantially change the existing pedestrian conditions and therefore, the project would not result in any significant impacts on pedestrian conditions.

There are no existing or proposed bike lanes on the project site. In the vicinity of the project site, there is one major bicycle route (70). Any increase in traffic generated by the project would not be substantial enough to affect bicycle travel in the area, and project impacts on bicycles would be less than significant.

In summary, the project would not result in a significant effect with regard to transportation.

Noise: An approximate doubling of traffic volumes in the area would be necessary to produce an increase in ambient noise levels noticeable to most people. The project would not cause a doubling in traffic volumes and therefore would not cause a noticeable increase in the ambient noise level in the project vicinity. The Multi-Purpose Center would be acoustically isolated from Highway 280 noise and conversely, no performance sound would permeate outside of the building. In addition, the Multi-Purpose Center would be located at the rear of the property and away from the residential properties along Gaven Street. The noise generated by the occupants of the proposed project would be considered common and generally acceptable in an urban area, and would not be considered a significant impact.

The proposed construction could generate noise and possibly vibration that may be considered an annoyance by occupants of nearby properties. Construction noise is regulated under Article 29 of the City's Police Code, and would be temporary and intermittent in nature. Considering the above discussion, the proposed project would not result in a significant impact with regard to noise.

Air Quality: The Bay Area Air Quality Management District (BAAQMD) has established thresholds for projects requiring its review for potential air quality impacts. These thresholds are based on the minimum size of projects that the District considers capable of producing air quality problems due to vehicle emissions or stationary sources of pollution. The BAAQMD considers residential projects greater than 510 apartment units, office projects greater than 280,000 gross square feet (gsf), and retail development greater than 87,000 gsf to result in potentially significant vehicular emission impacts. The proposed project would expand the existing school to include a Multi-Purpose Center for school gathering, performing arts, and athletic space. The new center would be 14,200 square feet in size and would not exceed the minimum standards. Therefore, no significant air quality impacts would be generated by the proposed project.

Water Quality: The proposed project would not generate wastewater or result in discharges that would have the potential to degrade water quality or contaminate a public water supply. Project-related wastewater and storm water would flow to the City's combined sewer system and would be treated to standards contained in the City's National Pollutant Discharge Elimination System (NPDES) Permit for the Southeast Water Pollution Control Plant prior to discharge. Therefore, the proposed project would not result in significant water quality impacts.

d) *The site can be adequately served by all required utilities and public services.*

The project site is located in a dense urban area where all public services and facilities are available; no expansion of public services or utilities is anticipated.

Other Environmental Issues

Historic Architectural Resources: In evaluating whether the proposed project would be exempt from environmental review under the California Environmental Quality Act (CEQA), the Planning Department determined that the three buildings located on the project site are not historic resources. The Herbst and Middle School buildings are both less than 50 years old and are determined not to be historical resources for the purposes of CEQA. The Pre-K building was constructed in 1960, and although it is not included on any historic surveys and is not included on the National or California Registers, its recorded date of construction makes it a "Category B" building for the purposes of CEQA review by the Planning Department.⁵ As described in the attached Historic Resource Evaluation Response (HRER) Memorandum, the Pre-K building does not appear eligible for listing on the California Register as an individual resource

⁵ Please see "Preservation Bulletin #16," available online at:

http://www.sfgov.org/site/uploadedfiles/planning/projects_reports/PresBulletin16CEQA1084.PDF (November 2, 2007).

under Criteria 1 (Event), 2 (Persons) and 3 (Architecture). In addition, it does not appear to contribute to a potential California Register-eligible historic district.⁶

The Pre-K building at 300 Gaven Street was constructed in 1960 as the Sky-Way Baptist Church. The development of this building does not appear to have been associated with events that have made a significant contribution to the broad patterns of local history, and thus the property is not eligible for the California Register under Criterion 1 (Event). The subject building was originally associated with Reverend Marshall A. DeVaughn, who came to San Francisco in 1954 from Los Angeles to serve the growing population of Southern Baptists in San Francisco. It does not appear that the subject building is eligible for the California Register under Criterion 2 (Persons). The subject building is a mid-century building constructed with load-bearing concrete masonry units with large panels of glazing. Many of the windows on the subject building are fixed-wood windows, while operable windows are primarily aluminum sliders. There is a deep fascia parapet clad in wood shingles, and the roof is flat, with a built-up membrane. The subject building does not appear to embody a distinctive characteristic type, period, region, or method of construction, and it does not appear that the subject building is eligible for the California Register under Criterion 3 (Architecture).

In sum, the Pre-K building at 300 Gaven Street does not appear eligible for listing in the California Register as an individual resource, nor does it appear to be located within a potential historic district.⁷ In addition, it does not appear that the proposed project would have an adverse impact on off-site historical resources.

Because the existing building is not considered an historical resource under CEQA, its partial demolition of 4,176 square feet would not result in a significant effect on any historical resources. Therefore, the project may be found to be exempt from environmental review if other criteria are satisfied. As described below, the project was found to satisfy criteria for exemption under Class 32.

Archeological Resources: The proposed Multi-Purpose Center would be constructed on drilled, cast-in-place concrete piers which extend into underlying colluvium and bedrock at uncertain depths. Based on review of in-house MEA archeological documentation, no CEQA-significant archeological resources are expected within project-affected soils.⁸ As part of the project description, the project sponsor will notify the San Francisco Planning Department Major Environmental Analysis (MEA) division prior to commencement of pier installation. In the event that possible prehistoric deposits are surfaced during pier drilling, the project sponsor will contact the MEA archeologist as immediately as possible and the deposits will be held for one week, away from ongoing construction, for evaluation by a qualified archeologist. Any identified prehistoric deposits will be recorded by MEA with the Northwest Information Center.

⁶ Memorandum from Sophie Hayward, Preservation Technical Specialist, to Don Lewis, Planner, Major Environmental Analysis, January 4, 2011. This memorandum is attached.

⁷ Since the Herbst Building is not older than 50 years old, the property is not considered a potential historic resource, and therefore, its alteration and partial demolition would not be considered a significant impact.

⁸ Randall Dean, MEA archeologist, memorandum to Don Lewis, MEA planner, September 13, 2010. This memorandum is available for review at the Planning Department, 1650 Mission Street, Suite 400, in File No. 2010.0771E.

Neighborhood Concerns

A "Notification of Project Receiving Environmental Review" was mailed on September 13, 2010 to owners of properties within 300 feet of the project site and to on-site and adjacent occupants. No comments were received.

Conclusion

CEQA State Guidelines Section 15332, or Class 32, allows for an exemption of an in-fill development meeting various conditions. As described above, the proposed project is an in-fill development that would have no significant adverse environmental effects and would meet all the various conditions prescribed by Class 32. Accordingly, the proposed project is appropriately exempt from CEQA under Section 15332.

CEQA State Guidelines Section 15300.2 states that a categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances. The proposed project would not have a significant effect on historic architectural resources or archeological resources. There are no other unusual circumstances surrounding the current proposal that would suggest a reasonable possibility of a significant environmental effect. The proposed project is an in-fill development that meets the above conditions, and would have no significant environmental effects.

For the above reasons, the proposed project is appropriately exempt from environmental review.



SAN FRANCISCO PLANNING DEPARTMENT

MEMO

Historic Resource Evaluation Response

1650 Mission St.
Suite 400
San Francisco,
CA 94103-2479

Project Address: 300 Gaven Street
Block/Lot: 5847/032
Case No.: 2010.0771E
Date of Review: October 15, 2010
Planning Dept. Reviewer: Sophie Hayward
(415) 558-6372 | sophie.hayward@sfgov.org

Reception:
415.558.6378

Fax:
415.558.6409

Planning
Information:
415.558.6377

PROPOSED PROJECT Demolition Alteration Addition

PROJECT DESCRIPTION

The project site consists of three school buildings surrounded by play yards and outdoor spaces owned by the San Francisco School. The existing Herbst Elementary building was constructed in 1985, the existing Middle School building was constructed in 2000, and the existing Pre-Kindergarten/Elementary (Pre-K) building was constructed in 1960. Based on the age of the building, the only potential historic resource is the Pre-K building.

The project sponsor proposes to demolish 4,176 square feet of the existing 13,700-square-foot Pre-K building and 350 square feet of the existing 4,000-square-foot Herbst building in order to construct an approximately 40-foot-tall, 14,200-square-foot, two-story with mezzanine, Multi-Purpose Center for school assembly, performing arts, and athletic space. The new Multi-Purpose Center would be connected to the Pre-K building and would abut the Herbst building. In addition, the existing administrative area within the Pre-K building would be renovated. With the proposed project, the Pre-K building would be 9,525 square feet in size, the Herbst building would be 3,650 square feet, and the new Community Center would be 14,200 square feet. No work is proposed at the Middle School building.

PRE-EXISTING HISTORIC RATING / SURVEY

Information submitted by the Project Sponsor, as well as information from the County Assessor's records indicate that the Pre-K building was constructed in 1960. Although the subject building is not included on any historic surveys and is not included on the National or the California Registers, its recorded date of construction makes it a "Category B" building for the purposes of CEQA review by the Planning Department.¹ It does not appear that the Pre-K building is an historical resource for the purpose of CEQA review. The Herbst and Middle School buildings are both less than 50 years old and are determined not to be historical resources for the purpose of CEQA.

¹ Please see "Preservation Bulletin #16," available online at:
http://www.sfgov.org/site/uploadedfiles/planning/projects_reports/PresBulletin16CEQA10_8_04.PDF (November 2, 2007)

HISTORIC DISTRICT / NEIGHBORHOOD CONTEXT

The subject building is located on the campus of the San Francisco School, located at 300 Gaven Street in San Francisco's Portola District, within an RH-1 Zoning District and a 40-X Height and Bulk District. Interstate Highway 280 lies directly north of the project site, residential buildings surround the campus to the south and west of the site, and municipal utility buildings stand to the east. The school's campus is made up of three parcels (Assessor's Block 5847, Lots 032 and 001, and Block 5853, Lot 044). It does not appear that the subject property is located within a potential historic district for the purposes of CEQA.

- 1. California Register Criteria of Significance:** Note, a building may be an historical resource if it meets any of the California Register criteria listed below. If more information is needed to make such a determination please specify what information is needed. *(This determination for California Register Eligibility is made based on existing data and research provided to the Planning Department by the above named preparer / consultant and other parties. Key pages of report and a photograph of the subject building are attached.)*

Event: or Yes No Unable to determine
Persons: or Yes No Unable to determine
Architecture: or Yes No Unable to determine
Information Potential: Further investigation recommended.
District or Context: Yes, may contribute to a potential district or significant context

If Yes; Period of significance:

Notes: Below is an evaluation of the subject property against the criteria for inclusion on the California Register; it does not appear that the subject property is individually eligible for the California Register, nor does it appear that the subject building is a contributor to a potential historic district. The Project Sponsor submitted a Supplemental Information Form prepared by Knapp & VerPlanck Preservation Architects. Staff concurs with the information provided in the Supplemental Information Form; please refer to the Case Docket for the complete Supplemental Information Form.²

Criterion 1: It is associated with events that have made a significant contribution to the broad patterns of local or regional history, or the cultural heritage of California or the United States;

Based on the information submitted by the project sponsor, it appears that the subject building was constructed in 1960. The subject building was originally constructed as the Sky-Way Baptist Church, which was constructed as a replacement building for the original Bayview Baptist Church, originally constructed in 1954, but demolished soon after as a result of the construction of the Southern Freeway (now known as Interstate Highway 280). Although how the church acquired the property for the new Sky-way Baptist Church is unclear, as noted in the submitted Supplemental Information Form, "it is possible that the State Division of Highways may have helped acquire the land, which itself lay

² "Supplemental Information Form for 300 Gaven Street," prepared by Knapp & VerPlanck Preservation Architects, dated September 1, 2010. The report is included in the case docket (Case No. 2010.0771E) for the proposed project, and is available for viewing by request at the Planning Department, 1650 Mission Street, 4th Floor, San Francisco, CA, 94103.

adjacent to the proposed freeway." While the events surrounding the development of the church and the construction of the new interstate coincided, the development of the subject building itself does not appear to have been associated with events that have made a significant contribution to the broad patterns of local history, and it does not appear that the subject building is eligible for listing on the California Register under Criterion 1.

Criterion 2: It is associated with the lives of persons important in our local, regional or national past;

The subject building is originally associated with Reverend Marshall A. DeVaughn, who was born in 1908 and came to San Francisco in 1954 from Los Angeles to serve the growing population of Southern Baptists in San Francisco. When the Bayview Southern Baptist Church was demolished, he became the lead pastor at the Sky-Way Baptist Church in 1960, the then-newly constructed subject building.

It does not appear that the subject building is eligible for listing on the California Register under Criterion 2.

Criterion 3: It embodies the distinctive characteristics of a type, period, region, or method of construction, or represents the work of a master, or possesses high artistic values;

The subject building at 300 Gaven Street was designed as the Sky-Way Baptist Church by the architect Jo Paul Rognstad of Johnson, Rognstad, Woodard & Associates. The subject building is a mid-century building constructed with load-bearing concrete masonry units (CMU) with large panels of glazing. Many of the windows on the subject building are fixed wood windows, while operable windows are primarily aluminum sliders. There is a deep fascia parapet clad in wood shingles. The roof is flat, with a built-up membrane.

The subject building does not appear to embody a distinctive characteristic type, period, region, or method of construction and it does not appear that the subject building is eligible for the California Register under Criterion 3.

Criterion 4: It yields, or may be likely to yield, information important in prehistory or history;

It does not appear that the subject property is likely to yield information important to a better understanding of prehistory or history.

2. **Integrity** is the ability of a property to convey its significance. To be a resource for the purposes of CEQA, a property must not only be shown to be significant under the California Register criteria, but it also must have integrity. To retain historic integrity a property will always possess several, and usually most, of the aspects. The subject property has retained or lacks integrity from the period of significance noted above:

Location: Retains Lacks
Association: Retains Lacks

Setting: Retains Lacks
Feeling: Retains Lacks

Design: Retains Lacks
Workmanship: Retains Lacks

Materials: Retains Lacks

Notes: Evaluation of integrity is not applicable as the subject building has not been shown to be historically significant under California Register criteria. However, Staff concurs with the information provided in the submitted Supplemental Information Report, which notes:

There have been many alterations made to the building over the years, including the building out of a portion of the building's south elevation to the outer edge of the overhanging roof to create more usable interior space. The fascia of the roof was originally noted as stucco, but is covered in shingles today. The parking area to the south has been enclosed and is not used as a play area. Some operable windows have been inserted in the original fixed glass window walls.³

As noted above, it does not appear that the subject building is individually eligible for the California Register. It does not appear that the subject building is a contributor to a potential historic district.

3. Determination of whether the property is an "historical resource" for purposes of CEQA

No Resource Present (*Go to 6. below*) Historical Resource Present (*Continue to 4.*)

4. If the property appears to be an historical resource, whether the proposed project would materially impair the resource (i.e. alter in an adverse manner those physical characteristics which justify the property's inclusion in any registry to which it belongs).

- The project would not cause a substantial adverse change in the significance of the resource such that the significance of the resource would be materially impaired. (*Continue to 5. if the project is an alteration.*)
- The project is a significant impact as proposed. (*Continue to 5. if the project is an alteration.*)

5. Character-defining features of the building to be retained or respected in order to avoid a significant adverse effect by the project, presently or cumulatively.

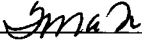
6. Whether the proposed project may have an adverse effect on off-site historical resources, such as adjacent historic properties.

Yes No Unable to determine

³ Supplemental Information Form, Page 2.

Notes: It does not appear that the proposed project would have an adverse effect on off-site historical resources.

SENIOR PRESERVATION PLANNER REVIEW

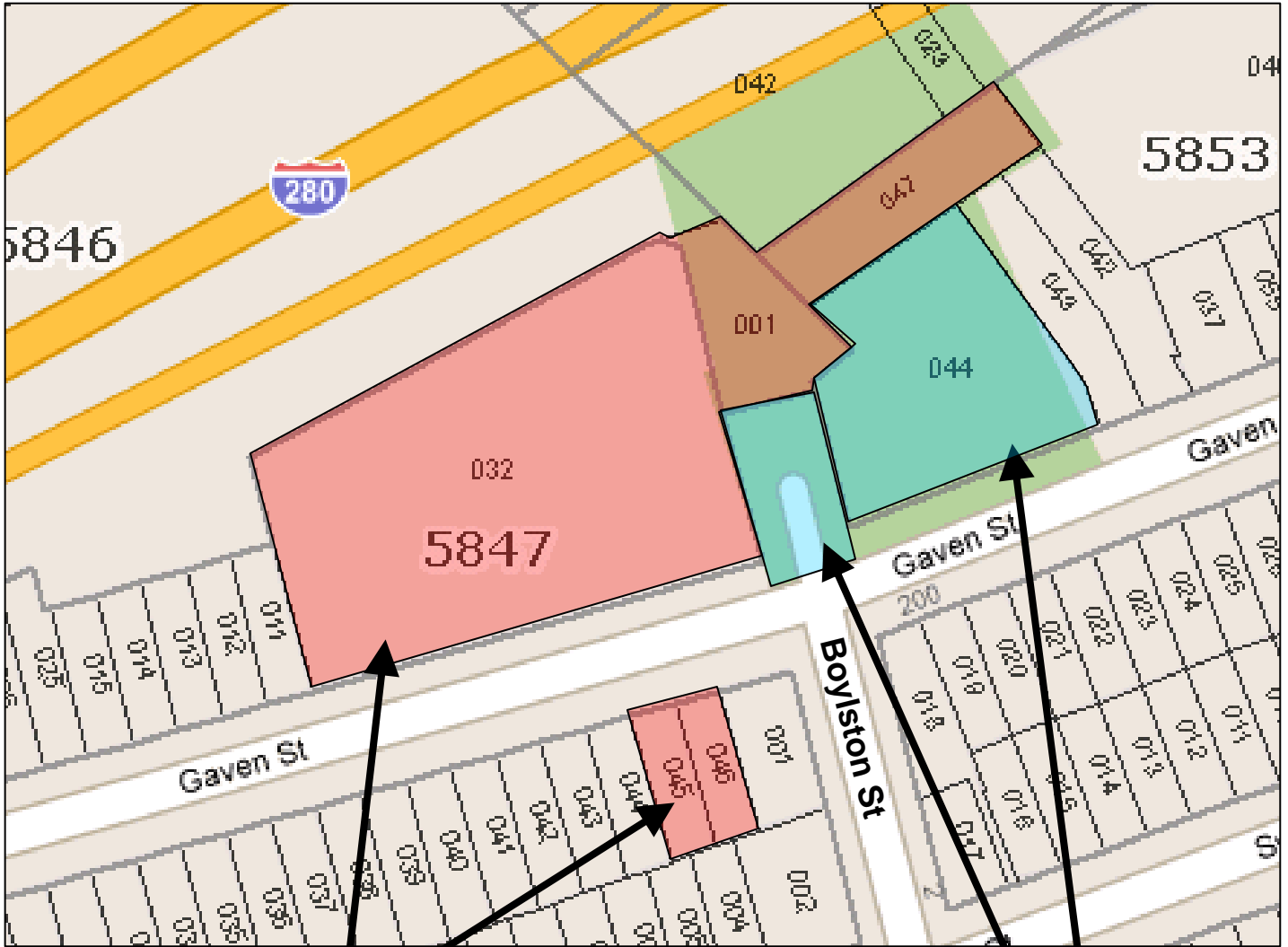
Signature: 
Tina Tam, Senior Preservation Planner

Date: 1-4-2011

CC:

Linda Avery, Commission Secretary, Historic Preservation Commission
Virnaliza Byrd / Historic Resource Impact Review File

Parcel Map



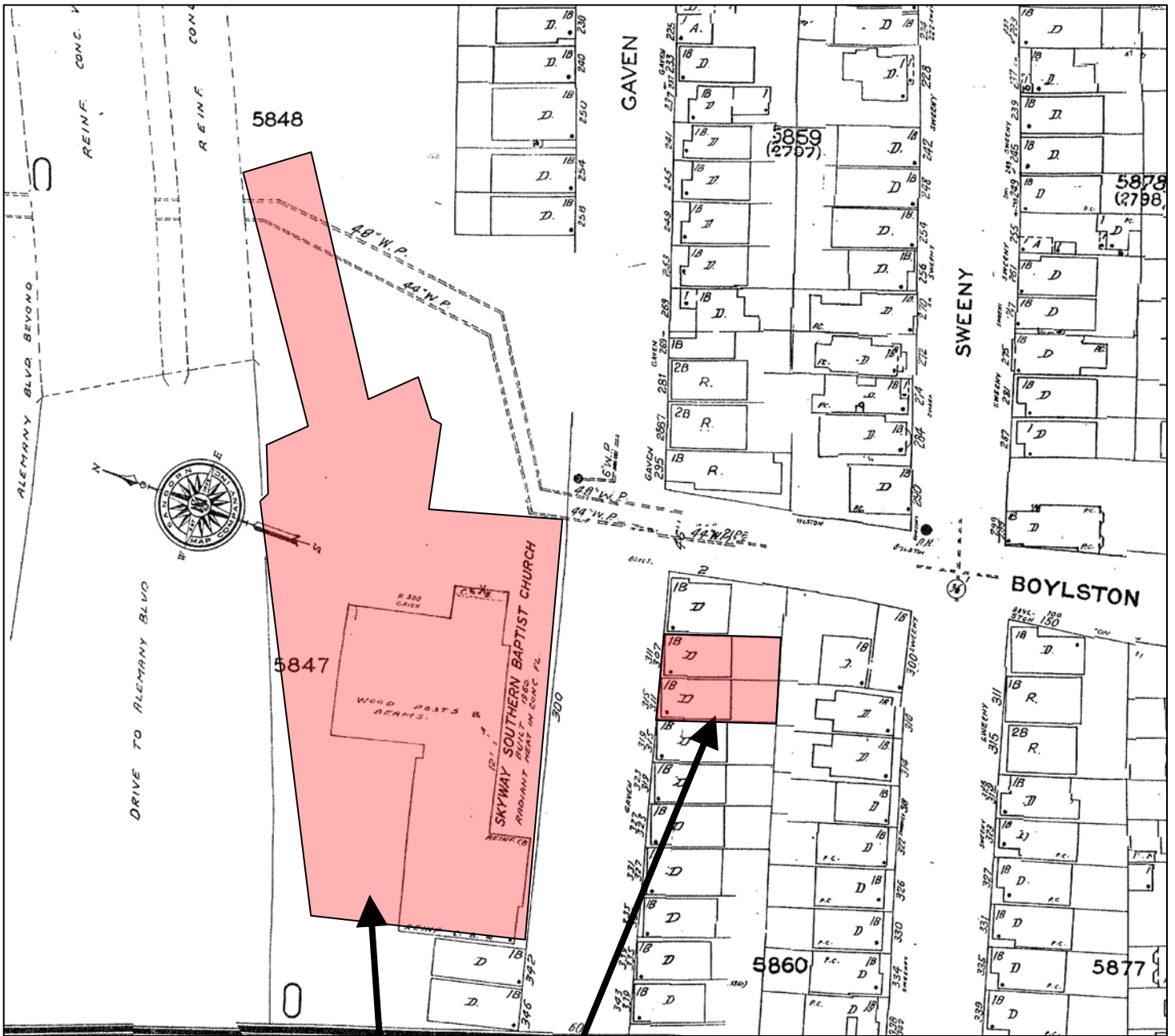
SUBJECT PROPERTY

**OTHER PROPERTIES
USED BY SCHOOL**



Conditional Use Hearing
Case Number 2010.0771EC
PUD – The San Francisco School
300 Gaven Street

Sanborn Map*

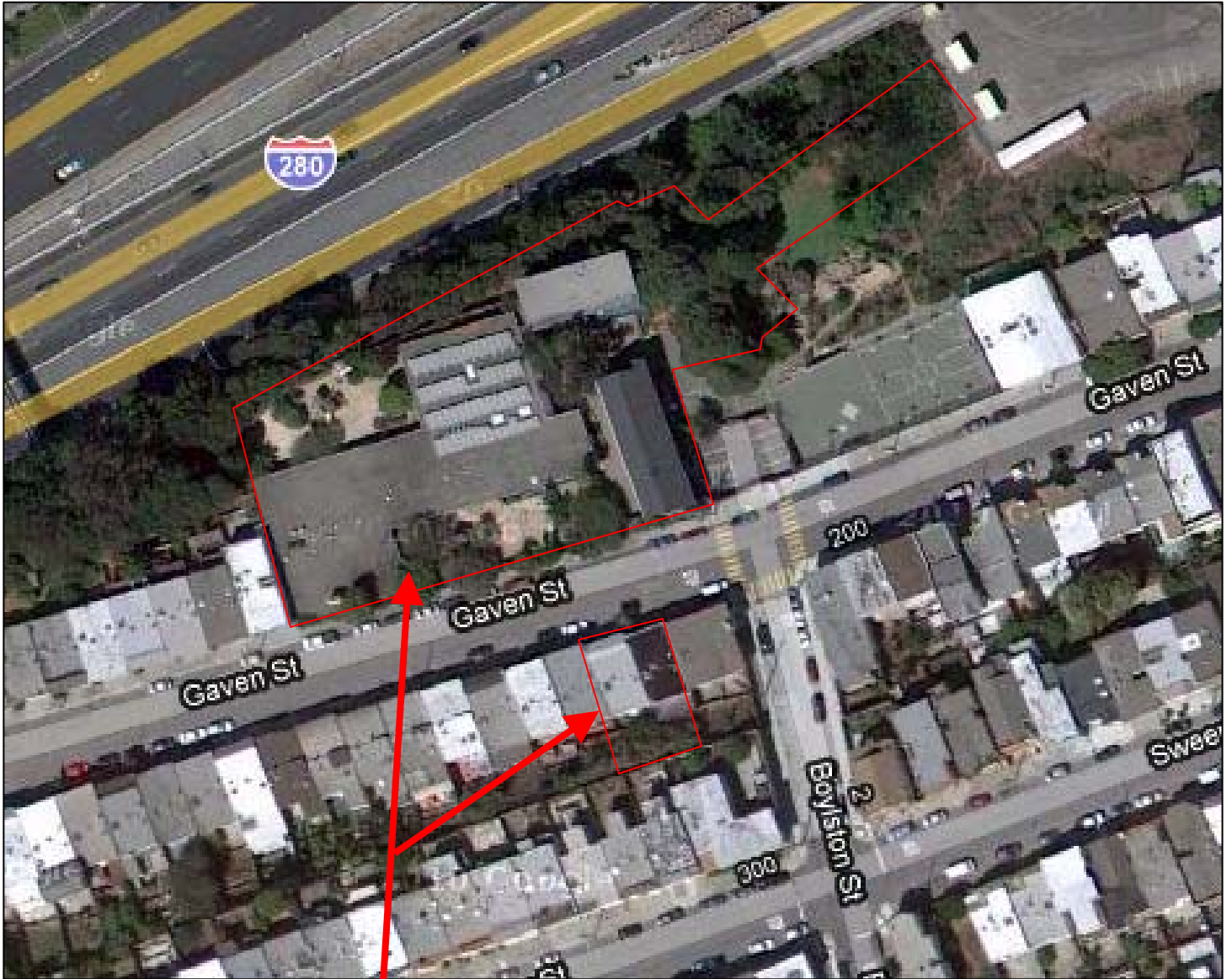


SUBJECT PROPERTY

*The Sanborn Maps in San Francisco have not been updated since 1998, and this map may not accurately reflect existing conditions.



Aerial Photo



SUBJECT PROPERTY



Conditional Use Hearing
Case Number 2010.0771EC
PUD – The San Francisco School
300 Gaven Street

Aerial Photo

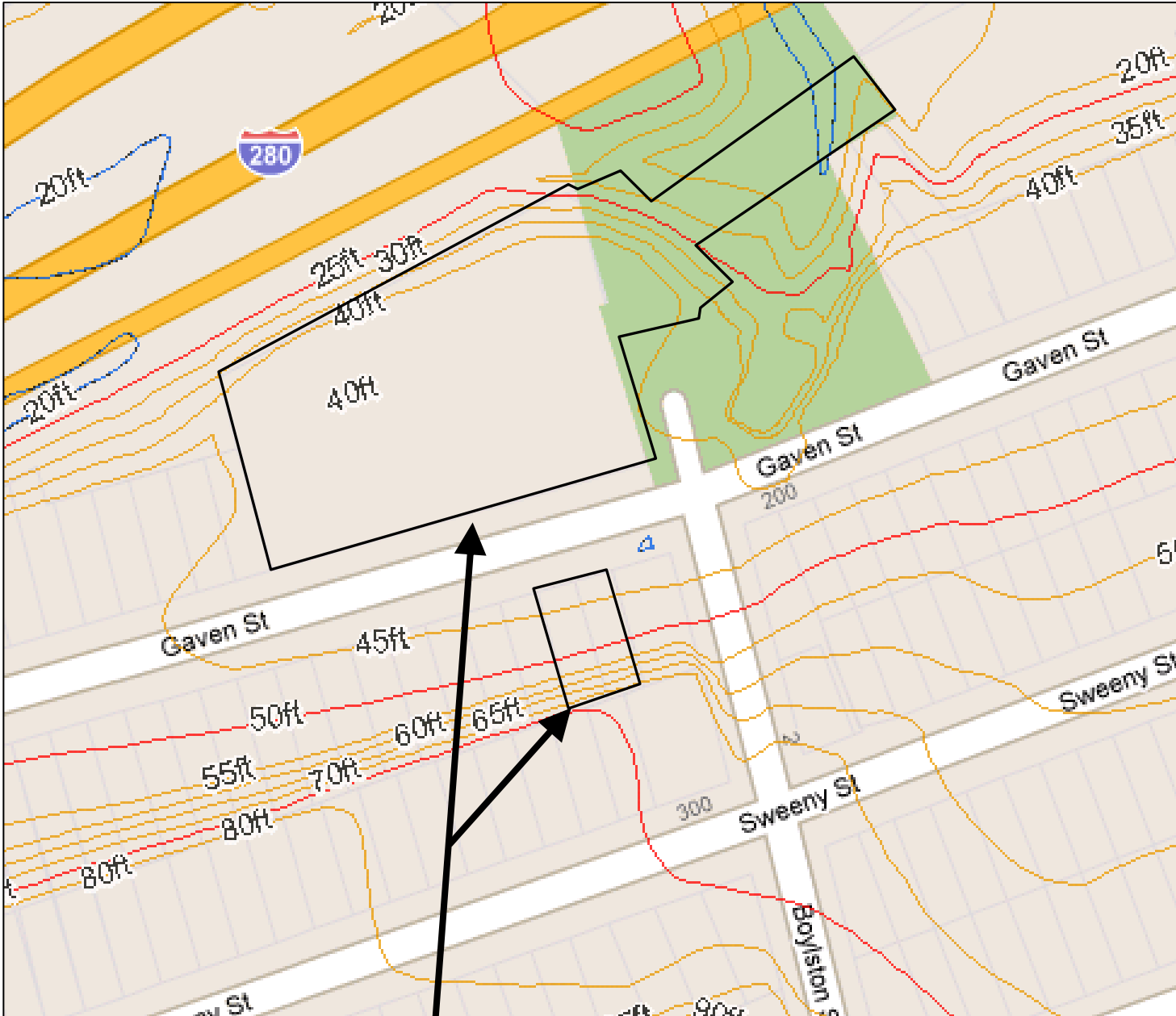


SUBJECT PROPERTY



Conditional Use Hearing
Case Number 2010.0771EC
PUD – The San Francisco School
300 Gaven Street

Topography Map

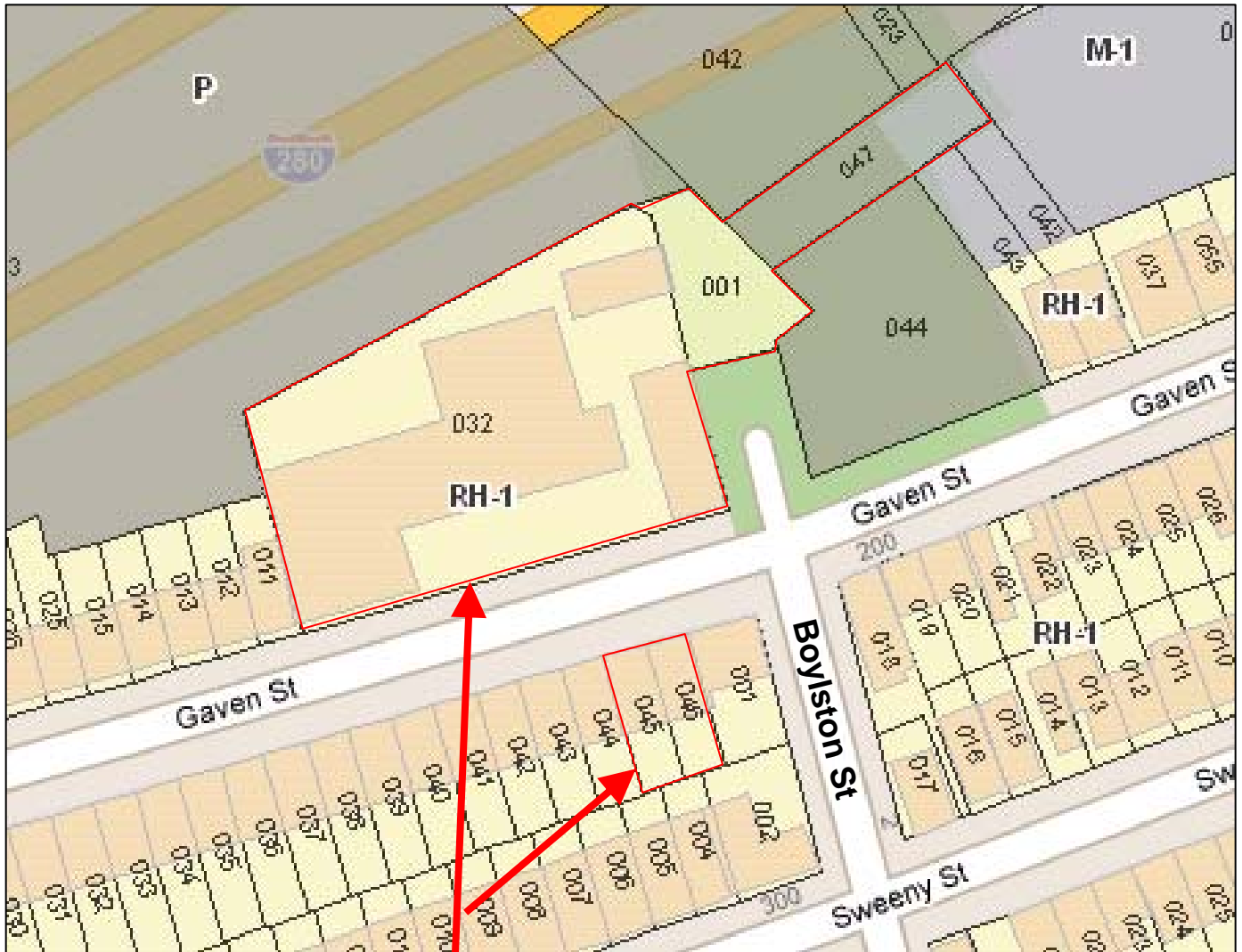


SUBJECT PROPERTY



Conditional Use Hearing
Case Number 2010.0771EC
PUD – The San Francisco School
300 Gaven Street

Zoning Map



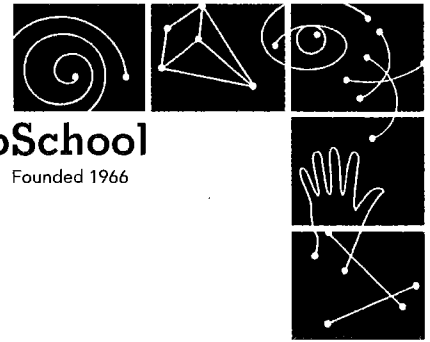
SUBJECT PROPERTY



Conditional Use Hearing
Case Number 2010.0771EC
PUD – The San Francisco School
300 Gaven Street

April 28, 2011

**The
San Francisco School**
Founded 1966



Ladies and Gentlemen:

As Head of School, I write to ask for the Commission's approval of The San Francisco School's application to amend its existing planned unit development authorization and conditional use authorization to operate the School. I hope you find the following information useful in your consideration of our application.

I. The San Francisco School

The San Francisco School ("School") is an independent, coeducational day school established in San Francisco in 1966. The origins of the School lie with a spirited group of teachers and parents seeking to establish a Montessori-based preschool where the school community could share in school governance.

In 1969, that group acquired what is now the School's Main Building at 300 Gaven Street as a permanent location for the preschool. From those early days – when classroom spaces were divided using clotheslines and Persian carpets – the School has grown organically through the 1970s to include first through fifth grades; to add a second building on Campus, the Herbst Building, in 1985; and to add the Middle School Building in 1998.

The School's now-established PreK-8th Grade program is respected for a strong sense of community, personal attention to students and a dynamic arts program. We foster a sense of community by embracing and reflecting San Francisco's ethnic, cultural, and economic diversity, with a majority of the student body composed of students of color, 10% of the student body from LGBT families, and 35% of School families receiving tuition assistance for the duration of their enrollment.

The School is a vital asset to the southeastern section of San Francisco; 43% of our students come from Districts 9, 10 and 11. Our students are actively involved in the local community, for example through participation in clean up days at Palega Recreation Center and contributing to design and painting of a mural at the Silver Avenue Family Health Center. The School's Board of Trustees, through its Public Purpose Committee, actively seeks out ways for the School to contribute to and participate in its community, including fundraising for the Portola Neighborhood Library, serving as a polling place and providing meeting space for local community groups.

300 Gaven Street
San Francisco
CA 94134
tel 415 239.5065
fax 415 239.4833

The School's Orff-Schulwerk music program is internationally recognized for its excellence in musical education. All students participate in the program, which ties into the academic curriculum and operates on the principle that every child is innately musical. Students have been invited to perform at venues such as the San Francisco World Music Festival, the National Association of Independent Schools' annual conference, and the Orff Institute forum in Salzburg.

As a result of their experience with us, the School's students graduate academically prepared, inquisitive, compassionate, and eager for the challenges ahead. I have attached as Exhibit 1 a more thorough discussion of the School's history, its mission and philosophy, how its Board of Trustees participates in furthering these, and the School and student body's involvement in the Community.

II. The School's Current Application.

The School is requesting your approval of an amendment to its existing planned unit development (PUD) and conditional use (CU) authorizations to carry out the following: (a) the construction of a 14,200 sq. ft. Multi-Purpose School Center on the 300 Gaven main campus; (b) authorization to continue School administrative use at 307 and 311 Gaven Street; and (c) increase the total permitted enrollment for the School from 268 to 285 students (collectively, the "Project"). Each are discussed further below.

A. The Multi-Purpose Center.

The proposed Multi-Purpose Center ("Center") will remedy our acute need for space to house school activities such as assemblies, theater performances and music recitals, indoor physical education classes and sporting events.

Currently, we use an undersized, large classroom space to hold larger, all-student and other events. Due to the lack of appropriately designed space, the School's highly regarded music program holds its rehearsals and recitals in off-campus venues. Parent-volunteers shuttle students and instruments to the nearby Brava Theater or Lick-Wilmerding High School for these activities. The lack of appropriate space also means that there is no indoor practice space or "home-court advantage" for the School's athletic programs in volleyball, basketball and futsal. As a result, only a small number of students and parents attend competitions, and parent-volunteers similarly shuttle team members and equipment to off-site practice and game facilities, typically at competitor schools. Also, the lack of appropriate space prevents us from inviting parents to participate in many of the School's long-standing ceremonies, for example, the first day of school, Halloween and Martin Luther King Jr. Day.

When they do come, parents frequently stand outside, peering through windows to watch their children perform.

The Multi-Purpose Center would serve all these needs, while being an attractive and complementary addition to the existing neighborhood setting. Exhibit 2, attached, provide renderings, context and location on the School site of the new Center. Construction will add 14,200 sq. ft. to the campus, of which 9,674 sq. ft. is new, and 4,526 sq.ft. is replacement of existing building. The Center will be comprised of two floors and a mezzanine constructed on drilled, cast-in-place concrete piers, and will contain a large multi-purpose space as well as new classroom space to replace that lost to demolition. The Center will provide state-of-the-art flexible, project-based learning, performance, and athletic spaces. Rooms will have excellent day lighting, fresh air and meet stringent standards for indoor air quality. The building is sited to provide the maximum amount of outdoor teaching and play space as well as creating spaces for members of the San Francisco School community to meet, learn, play and display their work and ideas outside the classroom.

The Center will be consistent with existing height requirements for the RH-1 zoning district in which we are located. Through the PUD process, we seek to modify the 25% rear setback between the Multi-Purpose Center and the rear property line otherwise required by Planning Code section 134. The rear of Center will abut the northern property line of the School, which borders Caltrans property and Interstate 280 (as shown in Page A1.00B of Exhibit 2). Construction at less than the required setback would thus not affect any residential or other properties. Our existing PUD approval authorizes a less than 25% rear setback for existing construction on the School site, and we believe that the modification is appropriate for the current Project as well.

B. 307 & 311 Gaven Street.

The School purchased two residential buildings – 307 and 311 Gaven Street – in 1999 and 2001. They are located across Gaven Street from the main campus and, as shown in the photos on Page A1.00C of Exhibit 2, we currently use these buildings for administrative purposes, including office space, storage and break space for teachers.¹ Also as shown in the photos, we have not altered the residential character of the buildings, which the School intends to maintain. We intend to eventually return these buildings to residential use and relocate the administrative uses out from 307 and 311 Gaven through a future

¹ There are five workstations in 311 Gaven for the Development director, two Development associates, the Director of Finance & Operations and Finance & Operations staff; the kitchen remains, serving also as a conference/meeting space. There are four workstations in 307 Gaven, used by the School's IT manager and others as project-specific spaces. The kitchens operate as kitchens for faculty and staff, and also provide conference/meeting space, and the living room in 307 serves as a "faculty lounge."

project, subject to our ability to raise the funds necessary to construct the new space. Unfortunately, we cannot accommodate additional administrative space in the current Project.

Of our own volition, we requested that the School's existing CU be amended to reflect the School's use of 307 and 311 Gaven as part of this application. At staff's suggestion, we prepared and submitted an Application for Conversion consistent with Planning Code 317, which we believe is warranted for the following reasons.

1. *Owner-Occupied Character of the Buildings.*

The School purchased 311 Gaven in 1999 from the prior owner and occupant, Lena Maithas. Ms. Maithas lived in the house for more than 30 years, and to the best of our knowledge, she was the original owner. The School purchased 307 Gaven Street in 2001 from the prior owner and occupant, the Mak family, in 2001. The Mak family had owned and lived in the house for at least 11 years before they approached the School to offer the house for sale.

Since its purchase, the School has used 311 Gaven for various school-related purposes, including administrative space for School staff, storage, and for the first several years of School ownership, the School custodian lived in the rear portion of 311 Gaven rent-free to provide security for the building and the School, until his retirement in 2005. At about that time, Terry Edeli, the long-serving and very busy Head of School, retired after 32 years. The Board of Trustees' audit of his responsibilities led to them to conclude that the School would be best served by adding an Assistant Head of School to administer the middle school, and a part-time school counselor to provide guidance and support for the mental and physical health of the students. Both of these positions required individual, private offices, and to accommodate these spaces in the main campus, administrative functions were relocated to 311 Gaven.

The School has used 307 Gaven Street for similar school-related purposes since the fall of 2008. Before that time, the building was vacant or was occupied, on a temporary rental basis, by families or employees of the School in need of temporary housing. For example, School families renovating their own house lived temporarily in the 307 Gaven building, and as did School faculty while searching for a new apartment. The School made the use of 307 Gaven available by word of mouth or through its internal bulletin; it was never advertised as a rental and we have never leased 307 or 311 Gaven for long-term rental purposes. Lastly, no renters were displaced by the School's administrative use.

Consistent with the above, 307 and 311 Gaven have been owner-occupied, or occupied by members of the School community, for at least 20 years.

2. *The School's Use of the Buildings Is a Desirable Use for the Neighborhood and Surrounding Community.*

The presence of schools in residential neighborhoods is considered a necessary feature for maintaining family-friendly character of residential neighborhoods.² Administrative use is a necessary part of operating a school, and this permission would allow our School to continue efficient operation of needed School functions. But beyond the desirability of locating an elementary and middle school within a residential neighborhood, our School's longstanding mission is to be a positive contributor to the surrounding community. Indicative of fulfilling this mission, we have had evident neighborhood support for this application through all our outreach meetings with the community, and set out in Exhibit 3 (letters of support). Continuing to use 307 and 311 Gaven as acutely needed administrative space would permit the School to keep up its neighborhood activities, thus being a desirable use for the surrounding community. Were the School required to halt administrative use at 307 and 311 Gaven and located those uses elsewhere, it could reduce space on the main campus to accommodate the School's student population and thus impact the School's ability to maintain its current level of contribution to the community.

3. *The Conversion of the Buildings Would Retain Their Conformity to the Prevailing Character of the Surrounding Community.*

The buildings will retain their existing conformance with the residential character of the surrounding neighborhood, both in physical appearance and in use. The School has not altered the units, and does not propose to alter the units, thus maintaining the buildings' existing conformance with the prevailing character of the area. The School is permitted to operate in the RH district, which characterizes the immediate area, and is therefore a use consistent with existing neighborhood character.

4. *The School's Use of the Units Will Not Be Detrimental to the City's Housing Stock.*

The School, including the use of the buildings, is beneficial to housing stock in its surrounding neighborhood and in the City generally.

² 2009 Housing Element, Policy 4.1 concerning family friendly housing and proximity to schools.

given the broad demographic make-up of the student population. We offer a high-quality private elementary school option for the southeast section of San Francisco, and our economic assistance program endeavors to make the School accessible to families of all income levels. The demographic data indicate that 43% of School students come from Supervisorial Districts 9, 10 & 11, and an additional 37% from District 8. The School, including its use of the buildings to serve administrative functions, is an asset to the housing stock in these Districts.

Also, the buildings have not been used for typical rental purposes since their purchase, thus have not been part of the City's housing stock since 1999 and 2001 respectively, before the requirements of Planning Code 317 were implemented. The School does not intend to physically alter 307 and 311 Gaven Street, and our administrative use would not prevent us from returning the buildings to residential use in the future. We eventually intend to relocate our administrative uses to the main campus in the future, contingent on planning for and raising sufficient funds to do so. At that time, 307 and 311 Gaven could be returned to the City's housing stock for residential use. Furthermore, at 1,000 sq. ft., the buildings are small, being only 200 sq. ft. larger than the Mayor's Office of Housing requirements for the minimum size of a two-bedroom, with the smaller of the two bedrooms in each unit being only approximately 12 sq. ft. above the minimum requirement for second bedrooms.³ Lastly, we are not proposing to convert the buildings to other forms of housing (such as condominium or stock cooperatives), consistent with the intent of General Plan Policy 2.3 to limit conversions. Thus, use of the two buildings for administrative purposes would not be a detriment to the City's housing stock.

For the reasons above, the longstanding owner-occupancy of the buildings, the positive contribution of the School to the surrounding community, and the preservation of residential character of the buildings, we believe we are consistent with the City's policy limiting housing conversion.

C. Enrollment Limit Increase.

The School's existing CU, amended June 18, 1998 (Planning Commission Motion No. 14646, Condition 2), placed an enrollment limit of 268 students on the School. The last component of our proposed Project is a requested increase this limit to 285 students, which will allow us to make full use of our existing resources and capacity, without increasing classroom space.

³ Mayor's Office of Housing. Residential Inclusionary Affordable Housing Program Monitoring and Procedures Manual. June 28, 2007. Available at <http://sf-moh.org/Modules/ShowDocument.aspx?documentid=3216> (last viewed April 21, 2011).

Since the 2002-03 school year, student enrollment in pre-school through 8th grade has fluctuated between 266 and 276 students, with enrollment in the 2010-2011 school year at 274. Such fluctuations in enrollment are not uncommon as families relocate, students are added or leave mid-year for other reasons. Our requested increase in permitted total enrollment will allow flexibility to accommodate such changes in enrollment and to continue serving students from the surrounding community within our existing campus. We are not constructing new classrooms to accommodate this increase, and we do not anticipate that the enrollment increase would result in any effects to the surrounding neighborhood.

III. Conclusion.

On behalf of the School, thank you for considering this information concerning our Project application. As I hope I have conveyed, it is our mission to provide an active and constructive learning atmosphere for our students, which includes consideration of our surrounding community. We believe the three components of our proposed Project fulfill vital School facilities needs while continuing the School's positive contribution to the community, and I look forward to discussing with you at the May 12th hearing.

Best regards,



Steve Morris
Head of School

Exhibits: School Background Information
Project Drawings and Photos
Letters of Support for Project

Exhibit 1

San Francisco School – CU/PUD Application

The San Francisco School – Who We Are

History:

In 1966, a spirited group of preschool teachers and preschool parents conceived of a new school. They sought a community where parents and teachers could share in school governance, and where preschool children could thrive in a program guided by the principles of Maria Montessori, the Italian physician and educator who believed in every child's ability to learn.

The successful new school grew quickly in popularity and population. In 1969, the school purchased the present property at 300 Gaven Street. Inspired by parent interest as much as preconceived design, the school added a first grade, and then grew organically in the 1970's up through the fifth grade. The elementary curriculum consciously developed away from the traditional Montessori method to a progressive approach, incorporating Montessori ideals of self-reliance, responsibility, and learning through experience, but also embracing the best of current teaching practices.

In the 1980's the school added an innovative Middle School Program. The school changed its name to The San Francisco School, established an endowment, acquired additional land adjacent to the school, and constructed new classrooms.

Mission:

The San Francisco School cultivates and celebrates the **intellectual, imaginative and humanitarian** promise of each student in a community that practices mutual respect, embraces diversity, and inspires a passion for learning

Vision and Philosophy:

The San Francisco School is an educational community that both *teaches* our children with the future in mind and *models* all that we hope our children as adults will strive to create in society.

As a school we anticipate a complex and increasingly interconnected global environment, and we seek to develop in our students the awareness, skills and courage required to successfully address the challenges of a changing world. The San Francisco School faculty work to assure the academic excellence, intellectual rigor and global saliency of our educational program, while celebrating beauty, arts and physical activity as central to the human and school experience.

Everything about The San Francisco School represents a fundamental commitment to developing the full and unique potential of every student, to celebrating our multicultural community, and to promoting a world of human equity, justice, environmental sustainability and world peace.

Overview of our School

The San Francisco School is an independent, coeducational day school. The school is an established, vibrant educational community with a multicultural enrollment, an experienced and dedicated faculty, and supportive and involved parents.

- The preschool program centers on the ideas of Maria Montessori.
- The elementary and middle school program reflects the ideals of a **progressive**, child-centered approach.

Suitably characterized by a parent as “an urban school with a village atmosphere,” the school embraces San Francisco’s ethnic, cultural, and economic diversity. Our progressive approach to education encourages children to develop self-reliance, solid academic skills, integrity, and a sense of social values.

The school is respected for a strong sense of community, personal attention to students, and a dynamic arts program. Our students graduate academically prepared, inquisitive, compassionate, and eager for the challenges ahead.

Program and Curriculum:

The San Francisco School program is designed by the faculty and to stimulate conceptual understanding, critical thinking, and creative expression. Teachers encourage students to approach learning in a variety of ways and through various disciplines, and subject matter from a given discipline is often interwoven throughout the program. Overarching themes such as “When are we learning?” in Kindergarten, and “How does education transform society?” in the Eighth Grade provide the student perspective that binds all facets of the school experience.

- The balanced content includes Spanish language instruction, an integrated approach to technology in the curriculum, a comprehensive visual arts program, and world renowned Orff music instruction.
- The academic curriculum emphasizes learning in a firsthand manner, with an experiential approach in science, hands-on math, frequent in-depth projects, field trips, environmental oversights, and an eighth grade trip to Nicaragua.
- The curriculum reflects a strong multicultural focus. Gender, race and inclusion are important topics.
- A Writers’ Workshop approach, individual student-teacher reading conferences, journals, student selected projects, student-teacher goal setting conferences and portfolio assessment assure much personalized attention and interest driven learning.

Who we Serve

Current number students for 2010-2011 = 273

We are committed to being active members of our local community as well as serving families who live predominantly in the Southeastern neighborhoods of San Francisco.

The San Francisco School values diversity in all aspects and maintains a robust Tuition Assistance program to ensure that our school remains accessible to an economically diverse student body. Currently 35% of our families receive tuition assistance from SFS for the duration of their enrollment.

Neighborhoods we serve:

District 8:

94131 (Glen Park) = 42

94114 (Noe) = 32

total = 74 students, 27%

District 9:

94110 (Bernal/Mission) = 47

94134 (part of Portola) = 13

total = 60 students, 22%

District 10:

94134 (part of Portola) = 13

94124 (Bayview/Hunter's Point) = 12

94107 (Potrero) = 16

total = 41 students, 15%

District 11:

94112 (Visitation Valley/Excelsior) = 17

total = 17 students, 6%

TOTAL # of students in Districts 9, 10, 11 = 118, 43%

TOTAL # of students in Districts 9, 10, 11 AND 8 = 192, 70%

Diversity at SFS

The San Francisco School is the most racially diverse Independent School in the Bay Area. To this end the Board of Trustees maintains a Board sponsored Diversity Committee to actively:

- Work towards building and expanding our Inclusive Community
- Maintain a Multicultural Matrix that Infuses responsibility through the Institution
- Organize and promote Diversity and Affinity Group events
- Organize and promote Parent Multicultural Education

The current make-up of our community:

Students of Color - 57%

African American/Multiracial – 15%

Asian American/Multiracial - 29%

Latino/Multiracial - 13%

European American/White - 43%

LGBT Families - 10%

Adopted - 11%

Single Parent - 4%

Faculty and Administration of Color - 38%

LGBT Faculty - 12%

Economic Diversity:

Tuition Assistance: To maintain an economically diverse student population we offer a robust Tuition Assistance program. Each year roughly 35% of our families receive tuition assistance for the duration of their enrollment. This amounts to approximately 18% of our operating budget each year.

Tuition Remission: To ensure that our faculty and staff can enroll their children at SFS we provide tuition remission of up to 60% of tuition for one child. This is prorated for part-time employees. Employees remain eligible to apply for Tuition Assistance for the remainder of the tuition due. SFS has remained committed to this policy even though most Independent Schools have eliminated it and rely solely on their tuition assistance programs to provide access to employees.

SFS Community Fund: In recognition of the difficult economic times faced by many families at our school, a group of families came together to make a generous contribution to support families who have been and will be heavily impacted by this economic recession and are in a temporary situation where they need tuition assistance.

Public Purpose at SFS

The San Francisco School is committed to the highest standards of institutional responsibility. One of the school's overarching strategic goals is:

"To be an exemplary community in environmentally and socially responsible policies and actions at the student, adult, and institutional levels."

To this end the Board of Trustees maintains a Board sponsored Public Purpose Committee to work with the head of school to carry out this broad and challenging mandate:

- **Institutionalize the Commitment:** To develop, promote and sustain policies and organizational structures that institutionalize and ensure ongoing attention to public purpose, civic engagement, and institutional responsibility.
- **Model throughout the Community:** The school promotes and assures adult activities that teach and model social and environmental action.
- **Teach the Children Well:** Faculty develops student expectations and educational programs, including service learning and social action across the grades.
- **Initiate and Collaborate:** The school initiates and collaborates on public-purpose programs that serve The San Francisco School neighborhood, the city, and

Investment in our Neighborhood

For 45 years, The San Francisco School has been an anchor in the Portola Neighborhood where the school resides. The school is committed to being a key part of the community and is constantly looking for opportunities to lead in the community.

Our partnership has included:

- Serving as a neighborhood polling place
- Fundraising for furniture and fixtures for the new Portola Neighborhood Library
- Attending Portola Neighborhood Steering Committee meetings, Community Convener meetings and Portola Principals meetings
- Participating in planning and design meetings for the Palega Rec Center and playground refurbishment
- Supporting After School Programs at Palega Rec Center with healthy snack donations, board game drives and athletic equipment drives
- Beautifying neighborhood by contributing to design and painting of a mural at the Community Health Center

- Creating an alternative transportation model with our Walking School Bus which walks from St. Mary's through the Portola Neighborhood each Thursday in the warmer seasons.
- Raising awareness about water pollution by stenciling "No Dumping" signage on sidewalks at rain drains in the neighborhood
- Participating in the Annual Portola Festival (choral and band performances)
- Providing meeting and art space to the Alemany Island Beautification Project and to Help McLaren Park (a volunteer organization operating under the auspices of the Neighborhood Parks Council)
- Conducting water testing at Islais Creek. Writing and posting public service announcements on the San Bruno Avenue commercial corridor regarding Islais Creek water quality and how to have healthier waterways
- Participating in the annual Portola Garden Tour as a host garden
- Sponsoring the Portola Garden Tour (which provided scholarships for horticultural students at City College of San Francisco this year)
- Visiting seniors at the University Mound Ladies Home
- Collaborating with neighbors (making a homeowner leave her home during a fire, helping neighbors trap feral cats for feral cat fix, building a ball wall so our balls would not hit the neighbor's home, offering zero or reduced tuition to neighborhood children, incorporating neighbor recommendations into re-structuring our carpool procedures, offering graffiti abatement to neighbors, finding and returning lost animals)
- Creating a Day of Service with two Portola Public Schools (E.R. Taylor and Hillcrest) at the St. Mary's Urban Youth Farm (aka Alemany Farm)
- Participation in the annual coastal clean-ups in Heron's Head Park in the Bayview + Candlestick Point

Student Sponsored Service Learning

- Annual food drives to support the San Francisco Food Bank
- Coin drives to aid world-wide disaster relief efforts
- "Cut it Out " hair cutting/styling event to provide hair for oil booms to aid in Gulf restoration efforts
- Palega Park and neighborhood streets trash cleanup efforts
- "Jump Rope for Heart" – 197 students jumped rope for 10 minutes to raise funds for the American Heart Association
- On-site composting of all food scraps and zero-waste program

Exhibit 2

San Francisco School – CU/PUD Application

Exhibit 3

San Francisco School – CU/PUD Application



ESL DEPARTMENT

SCHOOL OF INTERNATIONAL EDUCATION AND ESL

50 PHELAN AVENUE • BATMALE HALL • BOX L248 • SAN FRANCISCO, CA 94112
TEL. 415. 239.3003 • FAX 415. 239.3668

January 24, 2011

To whom it may concern:

I am writing to express my support of the San Francisco School for its plans to build a Community Center on its school grounds. Part of the inception of this school expansion was to make this Community Center available, when possible, to the Portola neighborhood. Through direct experience, I can attest to the goodwill and good neighbor practices of the San Francisco School.

In the summer of 2010, the San Francisco School generously donated classroom space to the Portola Neighborhood Steering Committee (PNSC) for a period of two weeks.

This space, as well as restrooms, a clean up sink, access to water, electricity, waste disposal, kitchen facilities, and a break room, was used by the PNSC to prime forty-eight 66" X 48" plywood panels for its "Alemany Island Beautification Project." Not only was this space generously donated, it was done in a welcoming and collaborative manner. Maggie Weiss, the Assistant Head of the school gave up her summer break to open the school for us at 7:00 in the morning, worked side by side with us painting the panels, and opened the school for us over the Fourth of July weekend. She also facilitated a number of cost savings "loans" of dropcloths and other supplies and recruited half a dozen teachers at the school to participate in the project. These teachers have each agreed to paint a panel for the neighborhood as a class project.

The Portola has been all too aware that there is no central gathering place for the local community so, as an active community organizer in the Portola for more than twenty-five years, I am grateful to the San Francisco School for inviting the local community to see the school's future Community Center as a place for all.

Truly, evidenced by actions and practices, the administration of this school and its staff is community centered. I am confident that, over the years to come, the San Francisco School will offer to share their new Community Center with as much generosity, enthusiasm and graciousness as the PNSC was shown this past summer.

Sincerely,

Lia Smith
Fulltime ESL Instructor, Tenured
City College of San Francisco
Project Manager for the Alemany Island Beautification Project (for the PNSC)
639 Burrows Street
San Francisco, CA 94134
(415) 467-6381 / ljsmith@ccsf.edu

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DR. NATALIE BERG • DR. ANITA GRIER • CHRIS JACKSON • STEVE NGO • LAWRENCE WONG, ESQ.
JOSHUA NIELSEN, STUDENT TRUSTEE • DR. DON Q. GRIFFIN, CHANCELLOR

April 25, 2011

Mr. Corey Teague
300 Gaven St.
San Francisco, CA 94134

Dear Mr. Teague,

This letter is in support of the San Francisco School's Community Center.

I have lived all my life in the Portola District. The San Francisco School has been a huge positive impact to this area, it has supported many different projects and events held here. Also, they sent volunteers to assist in the neighborhood activities.

The San Francisco School is very focused on the youth. We are fortunate to have this school in our area and the community center will be beneficial to the whole neighborhood.

Sincerely,



Barbara Fenech
320 Silliman St.
San Francisco, CA 94134
Member of SFOP
Member of the Portola Neighborhood Steering Committee

April 20, 2011

Mr. Corey Teague
City Planner
1650 Mission Street, Suite 400
San Francisco, CA 94103-2479

Dear Mr. Teague:

We are writing in support of The San Francisco School's plan to build a Multi-purpose center and 5 new classrooms, on their campus, at 300 Gaven Street. The school has diligently worked to be a good neighbor, for the years that I have been living in my house. The school has demonstrated its strong partnership with our community, in many ways.

The San Francisco School students and school leaders consistently reach out to the neighborhood. The school has kept us well-informed about their plans to build the Center and has welcomed feedback from the neighborhood. This new space will become a community space for our neighborhood to use and to enjoy, also.

As a neighbor in close proximity to the school, and as a member of the Portola community, I wholeheartedly endorse the school's plan to build the Center. It will be a superb addition that will benefit the entire community.

Truly,

A handwritten signature in black ink, appearing to read "Joe Rubin" followed by a stylized flourish.

Joe Rubin
Dolores Elkin
5 Dartmouth Street
San Francisco, CA 94134

April 20, 2011

Mr. Corey Teague
City Planner
1650 Mission Street, Suite 400
San Francisco, CA 94103-2479

Dear Mr. Teague:

We are writing to express our full support of The San Francisco School's plan to build a Multi-purpose center and 5 new classrooms, on their campus, at 300 Gaven Street. The school has diligently worked to be a good neighbor, for the years that I have been living in my house. The school has demonstrated its meaningful partnership with our community, in many ways.

The San Francisco School students and school leaders consistently reach out to the neighborhood. The school has kept us well-informed about their plans to build the Center and has welcomed feedback from the neighborhood. This new space will become a community space for our neighborhood to use and to enjoy, as well.

As a neighbor and as a member of the Portola community, I completely endorse the school's plan to build the Center. It will be an amazing addition that will benefit the whole community.

Yours truly,



Rogelio Contreras
Erika Liedtke
715 Silliman Street
San Francisco, CA 94134

April 25, 2011

Mr. Corey Teague
City Planner
1650 Mission Street, Suite 400
San Francisco, CA 94103-2479

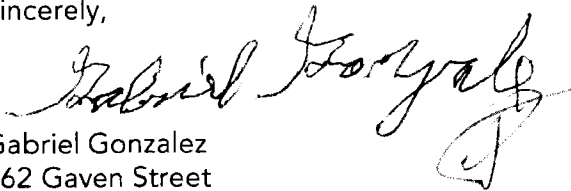
Dear Mr. Teague:

We are writing in support of The San Francisco School's plan to build a Multi-purpose center and 5 new classrooms, on their campus, at 300 Gaven Street. The school has diligently worked to be a good neighbor, for the many years that we have been living in our house. The school has demonstrated its thoughtful partnership with our community, in many ways.

The San Francisco School students and school leaders consistently reach out to the neighborhood. The school has kept us well-informed about their plans to build the Center and has welcomed feedback from the neighborhood. This new space will become a community space for our neighborhood to use and to enjoy, also.

As neighbors of the school and members of the Portola community, we fully endorse the school's plan to build the Center. It will be a great addition that will benefit the entire community.

Sincerely,

A handwritten signature in black ink that reads "Gabriel Gonzalez". The signature is written in a cursive style with a large, stylized initial "G".

Gabriel Gonzalez
362 Gaven Street
San Francisco, CA 94134-1113

From: IAC349@aol.com [mailto:IAC349@aol.com]
Sent: Friday, April 22, 2011 4:50 PM
To: cperez@sfschool.org
Cc: smorris@sfschool.org
Subject: Support letter for S.F. School Community Center

Dear Cory Teague:

I am a long time resident of the Portola District and have seen tremendous changes and improvements in the District. The San Francisco School is proof of this. The many students who attend the school are very fortunate to have such an educated staff overseeing their education.

We are proud and lucky to have such a distinguished school in our midst. The first time I had been on the premises was during the Garden Tour in which the school was one of the many locations we visited on the tour. Last year the school also opened one of the rooms to us when we were outlining the panels that will be placed on the cyclone fence at the foot of San Bruno Avenue.

We appreciate how the school staff and students have been supportive and are always readily available to help us in many of our neighborhood events.

I have not seen the plans for the new San Francisco Community Center, but understand they are outstanding and will be beneficial in many ways both for the student body and the residents of our District. I wholly support the building of the new Community Center.

Your truly,

Irene A. Crescio
Board Member - Portola Neighborhood Steering Committee (PNSC)
Leader - San Francisco Organizing Committee (SFOP)

Home address: 349 Bacon Street
San Francisco, California 94134

April 20, 2011

Mr. Corey Teague
City Planner
1650 Mission Street, Suite 400
San Francisco, CA 94103-2479

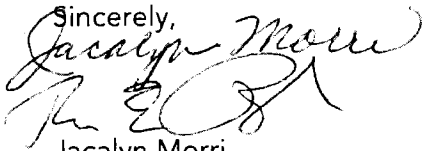
Dear Mr. Teague:

We are writing in support of The San Francisco School's plan to build a Multi-purpose center and 5 new classrooms, on their campus, at 300 Gaven Street. The school has diligently worked to be a good neighbor, for the many years that we have been living in our house. The school has demonstrated its thoughtful partnership with our community, in many ways.

The San Francisco School students and school leaders consistently reach out to the neighborhood. The school has kept us well-informed about their plans to build the Center and has welcomed feedback from the neighborhood. This new space will become a community space for our neighborhood to use and to enjoy, also.

As neighbors of the school and members of the Portola community, we fully endorse the school's plan to build the Center. It will be a great addition that will benefit the entire community.

Sincerely,



Jacalyn Morri
Thomas Pugh
322 Hale Street
San Francisco, CA 94134-1115

April 20, 2011

Mr. Corey Teague
City Planner
1650 Mission Street, Suite 400
San Francisco, CA 94103-2479

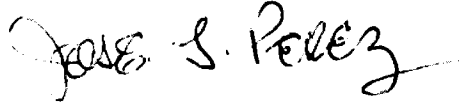
Dear Mr. Teague:

I am writing in support of The San Francisco School's plan to build a Multi-purpose center and 5 new classrooms, on their campus, at 300 Gaven Street. The school has conscientiously worked to be a good neighbor, for the thirty-three years that my family and I have been living in my house, directly across the street from the campus. In many ways, the school has demonstrated its steadfast partnership with our community.

The San Francisco School students and school leaders consistently reach out to the neighborhood. The school has kept us up-to-date about their plans to build the Center and has welcomed feedback from the neighborhood. This new space will become a community space for our neighborhood to use and to enjoy, also.

As a neighbor in close proximity to the school, and as a member of the Portola District, I fully endorse the school's plan to build the Center. It will be a terrific addition that will benefit the entire community.

Sincerely,

A handwritten signature in black ink that reads "JOSE S. PEREZ". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Jose Perez
327 Gaven Street
San Francisco, CA 94134

April 27, 2011

Mr. Corey Teague
City Planner
1650 Mission Street, Suite 400
San Francisco, CA 94103-2479

Dear Mr. Teague:

On behalf of First Federal Savings & Loan Association of San Rafael, I am writing in support of The San Francisco School's plan to build a Multi-purpose center and 5 new classrooms, on their campus, at 300 Gaven Street. The school has diligently worked to be a good and thoughtful neighbor. The school has demonstrated its thoughtful partnership with our community, in many ways.

The San Francisco School students and school leaders consistently reach out to the neighborhood. The school has kept us well-informed about their plans to build the Center and has welcomed feedback from the neighborhood. This new space will become a community space for our neighborhood to use and to enjoy, too.

As a neighbor of the school and as a member of the Portola community, we fully endorse the school's plan to build the Center. This new Center will certainly enrich the landscape of our city and benefit the entire community, for generations to come.

Sincerely,



Judy DeLuca, *Branch Manager*
First Federal Savings & Loan Association of San Rafael
2521 San Bruno Avenue
San Francisco, CA 94134-1598
Phone: (415) 468-0700
Fax: (415) 468-0748

April 20, 2011

Mr. Corey Teague
City Planner
1650 Mission Street, Suite 400
San Francisco, CA 94103-2479


Dear Mr. Teague:

I am writing in support of The San Francisco School's plan to build a Multi-purpose center and 5 new classrooms, on their campus, at 300 Gaven Street. I have lived in my house, at 323 Gaven St., for almost forty-six years. The school has diligently worked to be a good neighbor, directly across the street from the campus. The school has demonstrated, in many ways, its trustworthy partnership with our community.

The San Francisco School leaders and students consistently reach out to the neighborhood. The school has kept us well-informed about their plans to build a Community Center and has welcomed feedback from the neighborhood. This new space will become a community space for our neighborhood to use and to enjoy, as well.

As a neighbor in close proximity to the school, and as a member of the Portola community, I completely endorse the school's plan to build a Community Center. It will be an excellent addition that will benefit the whole community.

Sincerely,

A handwritten signature in black ink that reads "Victor M. Rodriguez". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Victor Rodriguez
323 Gaven Street
San Francisco, CA 94134-1166

April 15, 2011

Mr. Corey Teague
City Planner
1650 Mission Street, Suite 400
San Francisco, CA 94103-2479

Dear Mr. Teague:

We are writing in support of The San Francisco School's plan to build a Community Center, on their campus, at 300 Gaven Street. The school has diligently worked to be a good neighbor, for the 20-plus years that I have been living in my house, directly across the street from the campus. The school has demonstrated its loyal partnership with our community, in many ways.

The San Francisco School students and school leaders consistently reach out to the neighborhood. More specifically, the school has kept us well-informed about their plans to build a Community Center and has welcomed feedback from the neighborhood. This new space will become a community space for our neighborhood to use and to enjoy, also.

As a neighbor in close proximity to the school, and as a member of the Portola community, I fully endorse the school's plan to build a Community Center. It will be a wonderful addition that will benefit the entire community.

Sincerely,

A handwritten signature in black ink, appearing to read "Cynthia Garcia". The signature is fluid and cursive, with a long horizontal stroke at the end.

Cynthia Garcia
315 Gaven Street
San Francisco, CA 94134

From: "Steve Morris" <smorris@sfschool.org>
Date: February 24, 2011 5:22:17 PM PST
To: "Valerie Veronin" <vveronin@sbcglobal.net>
Cc: "liza pannozzo" <lpannozzo@mac.com>, "Charlie Meade" <cmeade@sfschool.org>, "Cindy Woo" <cwoo@sfschool.org>, "Maggie Weis" <mweis@sfschool.org>
Subject: **FW: Letter of Support for The San Francisco School's Community Center**

Another letter from a neighbor. Nice to see.... Valerie, looks like she sent directly to Corey. Is that O.K.?

Steven M. Morris
Head of School
www.sfschool.org

-----Original Message-----

From: Ruth [mailto:ruth@redandruthies.com]
Sent: Thursday, February 24, 2011 3:57 PM
To: corey.teague@sfgov.org; smorris@sfschool.org
Subject: Letter of Support for The San Francisco School's Community Center

Dear Mr. Teague,

I am writing in support of The San Francisco School's new Community Center at 300 Gaven Street.

I have lived in The Portola, as a neighbor to The San Francisco School, for nine years. In that time, The San Francisco School has been supportive and helpful to many neighborhood events and projects including The Portola Festival, fund raising for the new The Portola Branch Library, The Portola Garden Tour and most recently The Alemany Island Beautification Project.

The school has opened its doors to our groups as a gathering spot, provided entertainment and volunteers for community events, and offered sponsorships to our activities. As a neighbor, I look forward to the opportunity to use of their new community center for our gatherings and events. I have attended a neighborhood meeting, sponsored by the school, to see the plans for the structure. I was very impressed by the multi-use purposes that it will afford to the school and surrounding community.

The San Francisco School is a great asset to The Portola. Its staff, students and parents contribute to the neighborhood and help us to make it more beautiful and livable.

Sincerely,

Ruth Wallace
749 Colby Street
San Francisco, CA 94134
415-585-8399
District 10 Resident
Organizer, Portola Garden Tour

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THE SAN FRANCISCO SCHOOL 'CENTER'

BLOCK/LOT: 5847/032

SHEET INDEX

- A0.00 COVER SHEET
 - A1.00 EXISTING SITE PLAN
 - A1.00A EXISTING CONDITIONS & SITE PHOTOS
 - A1.00B EXISTING CONDITIONS
 - A1.00C EXISTING CONDITIONS - 307 & 311 GAVEN STREET
 - A2.00 PROPOSED SITE PLAN
 - A2.00A 3D RENDERINGS OF PROPOSED PROJECT
 - A2.00B PHOTOS OF MODEL OF PROPOSED PROJECT
 - A2.01 FIRST LEVEL PLAN AND SECOND LEVEL PLAN
 - A2.02 THIRD LEVEL PLAN AND ROOF PLAN
 - A3.01 EXTERIOR ELEVATIONS
 - A3.02 EXTERIOR ELEVATIONS
-
- 1 BOUNDARY AND TOPOGRAPHIC SURVEY

STARKWEATHERBONDY
ARCHITECTURE LLP

110 LINDEN STREET	SUITE 110
OAKLAND, CA	94607
P: 510.836.6594	F: 510.836.6595
WWW.STARKWEATHERBONDY.COM	

**THE
SAN FRANCISCO
SCHOOL**

300 GAVEN STREET	
SAN FRANCISCO, CA	94134
P: 415.239.5065	F: 415.239.4833

11" X 17" REDUCED SET
-NOT TO SCALE-

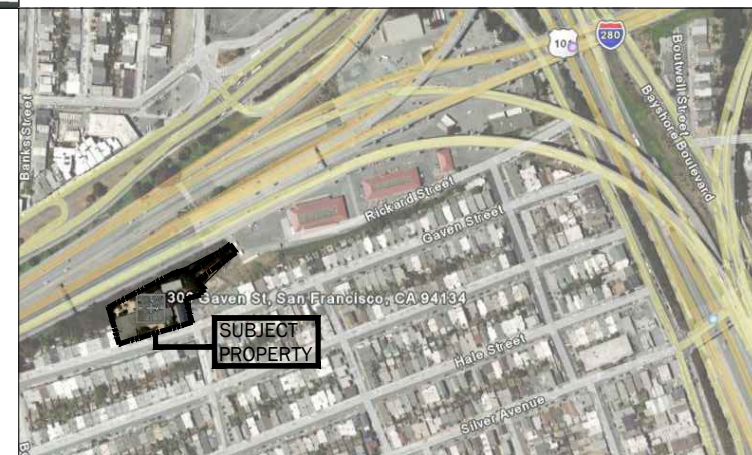
NO.	DESCRIPTION	DATE
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CONDITIONAL USE
HEARING

SCALE:	DATE: 05.12.2011
DRAWN BY: LR	PROJECT NO: 0802.00

COVER SHEET

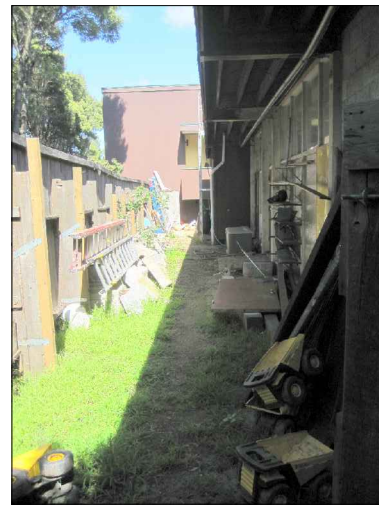
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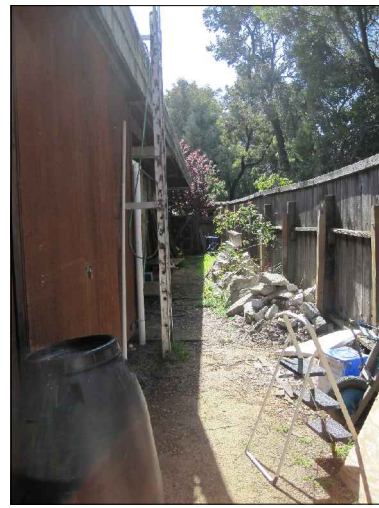
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(E) PRE-K BUILDING - WEST 3b



(E) PRE-K BUILDING - NORTH 3a



(E) PRE-K BUILDING - NORTH 2b



(E) PRE-K BUILDING - EAST 2a

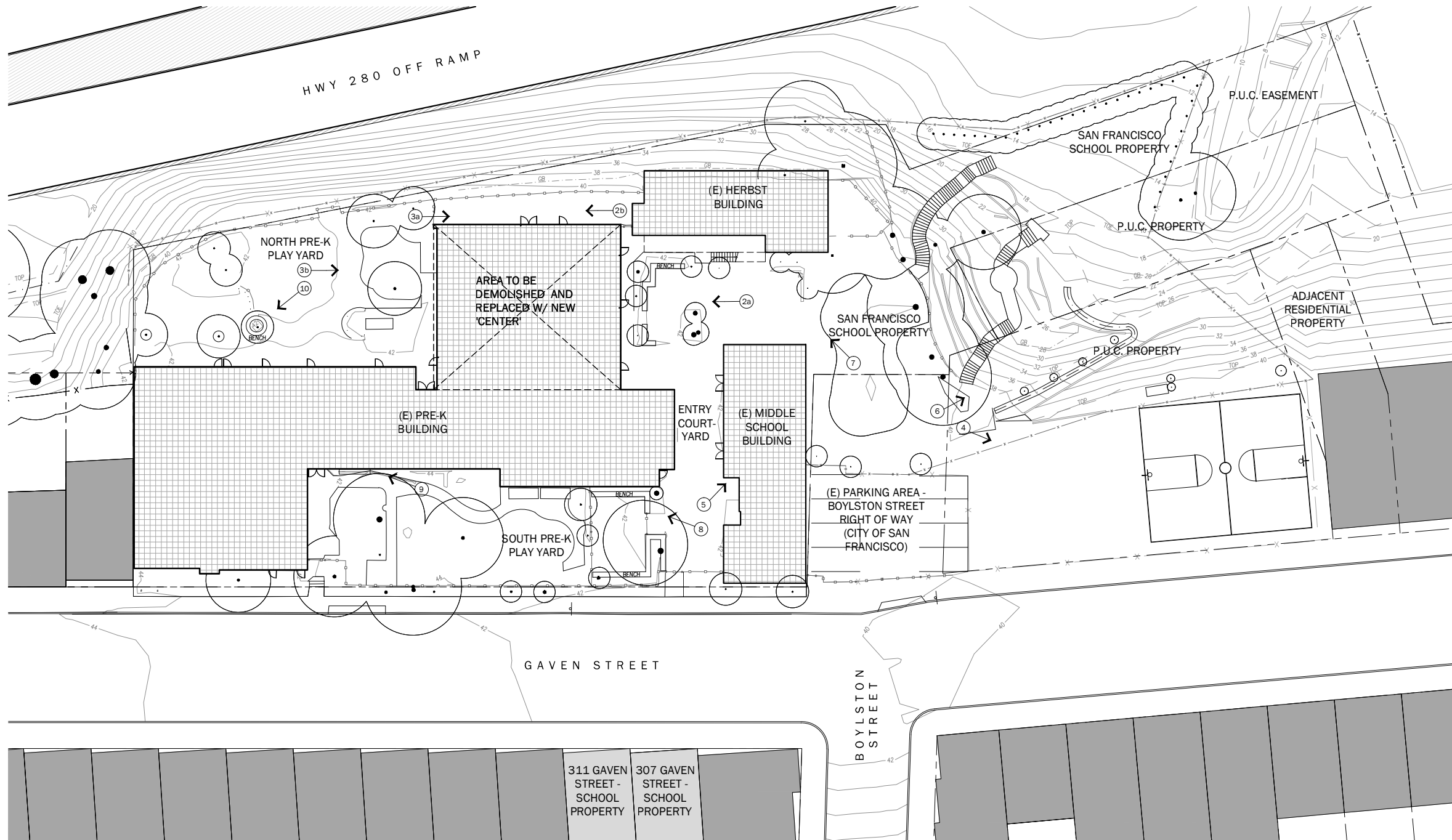
LEGEND:

-  EXISTING BUILDING
-  PHOTO LOCATION; SEE A1.00 & A1.00A

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 110 LINDEN STREET SUITE 110
 OAKLAND, CA 94607
 P: 510.836.6594 F: 510.836.6595
 WWW.STARKWEATHERBONDY.COM

THE
 SAN FRANCISCO
 SCHOOL

300 GAVEN STREET
 SAN FRANCISCO, CA 94134
 P: 415.239.5065 F: 415.239.4833



11" X 17" REDUCED SET
 -NOT TO SCALE-

NO.	DESCRIPTION	DATE

CONDITIONAL USE
 HEARING

SCALE: 1/16" = 1'-0"	DATE: 05.12.2011
DRAWN BY: LR	PROJECT NO.: 0802.00

EXISTING SITE PLAN
 AND SITE PHOTOS

SHEET NO.:

A1.00

EXISTING SITE PLAN 1
 1/16" = 1'-0"

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(E) PRE-K BUILDING - NORTH PLAY YARD 10



(E) PRE-K BUILDING - SOUTH PLAY YARD 9



(E) PRE-K BUILDING AT CAMPUS ENTRY 8



EXISTING HERBST BUILDING 7



VIEW FROM PLAY AREA LOOKING NORTHEAST 6



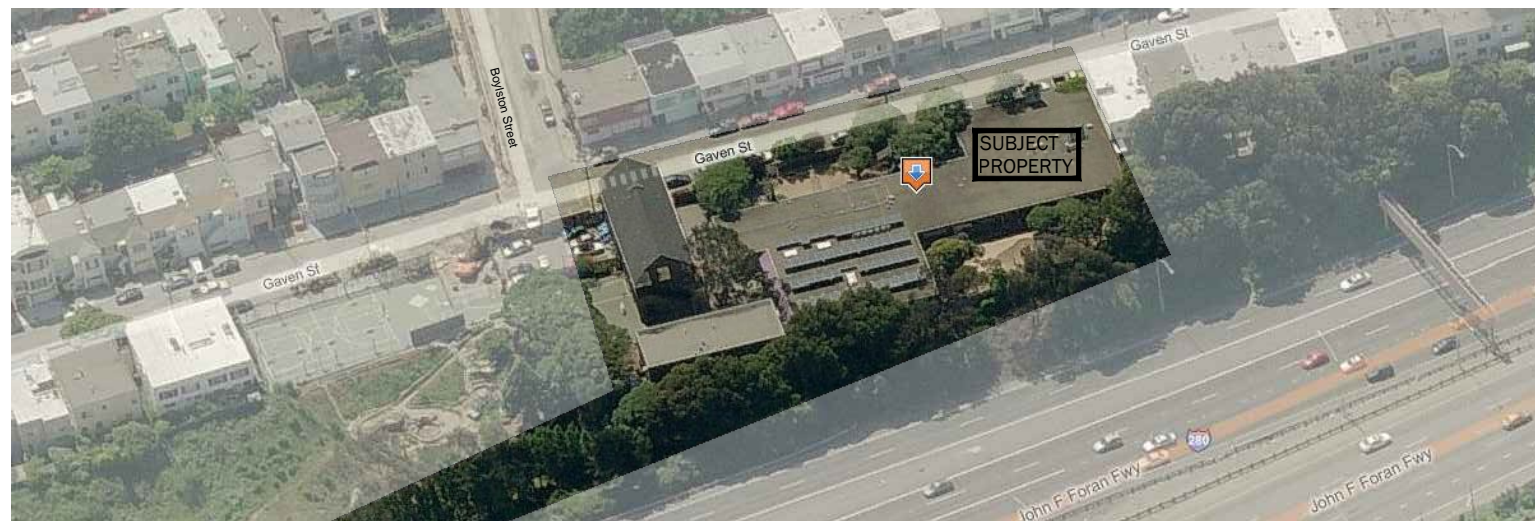
EXISTING MIDDLE SCHOOL BUILDING 5



EXISTING PLAY AREA 4



GAVEN STREET - SOUTH SIDE - WEST OF BOYLSTON 3



BIRD'S EYE VIEW FROM NORTH 2



VICINITY MAP 1

STARKWEATHER BONDY ARCHITECTURE LLP

110 LINDEN STREET SUITE 110
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THE
SAN FRANCISCO
SCHOOL

300 GAVEN STREET
SAN FRANCISCO, CA 94134
P: 415.239.5065 F: 415.239.4833

11" X 17" REDUCED SET
-NOT TO SCALE-

NO: DESCRIPTION: DATE:

CONDITIONAL USE
HEARING

SCALE: DATE: 05.12.2011
DRAWN BY: LR PROJECT NO.: 0802.00
EXISTING CONDITIONS

SHEET NO:

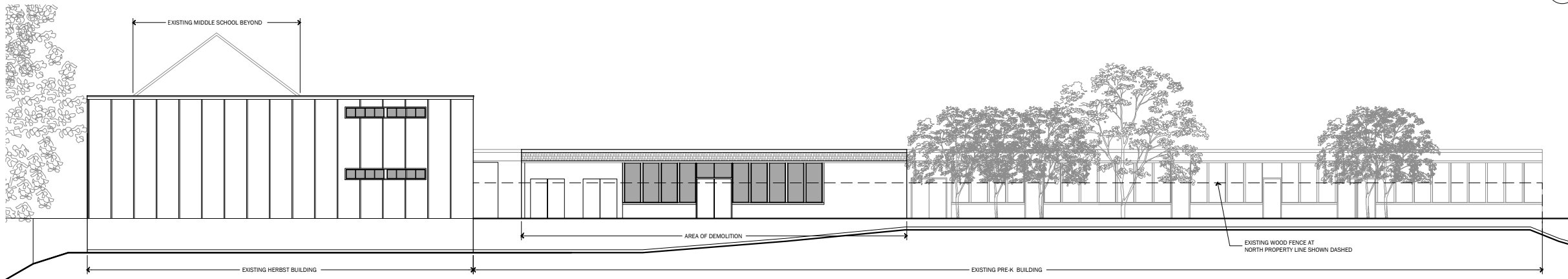
A1.00A

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EXISTING NORTH ELEVATION - HIGHWAY 280

4



EXISTING NORTH ELEVATION - HIGHWAY 280

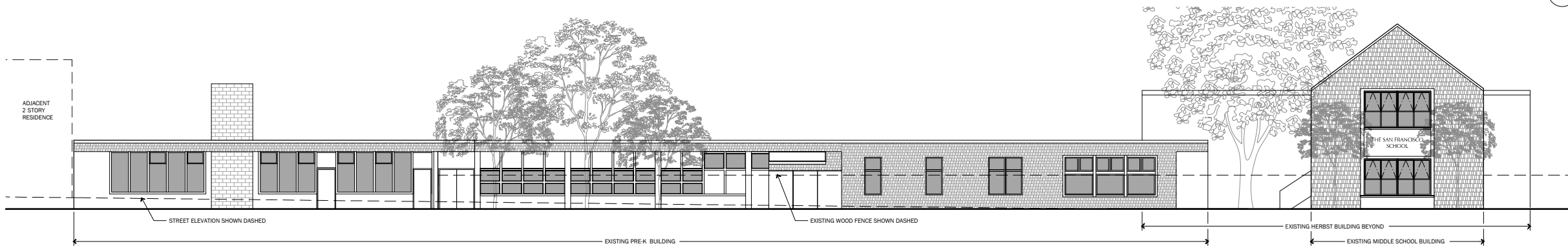
1/8" = 1'-0"

3



EXISTING GAVEN STREET ELEVATION

2



EXISTING GAVEN STREET ELEVATION

1/8" = 1'-0"

1

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architecture llp

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11" X 17" REDUCED SET
-NOT TO SCALE-

NO: DESCRIPTION: DATE:

CONDITIONAL USE
HEARING

SCALE: DATE: 05.12.2011
DRAWN BY: LR PROJECT NO.: 0802.00
EXISTING CONDITIONS

SHEET NO:

A1.00B

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KITCHEN LOOKING NORTH



BACK BEDROOM LOOKING NORTH



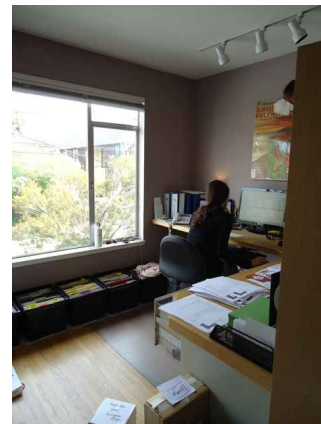
BATHROOM



FRONT BEDROOM LOOKING NORTH



LIVING ROOM LOOKING SOUTHEAST



LIVING ROOM LOOKING NORTHEAST

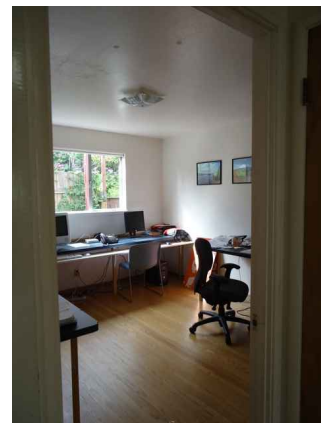
311 GAVEN STREET 2



KITCHEN LOOKING NORTH



BACK BEDROOM LOOKING NORTH



BACK BEDROOM LOOKING SOUTHWEST



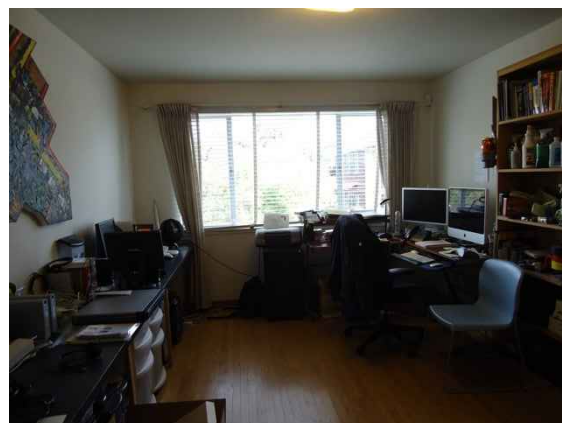
BATHROOM

11" X 17" REDUCED SET
-NOT TO SCALE-

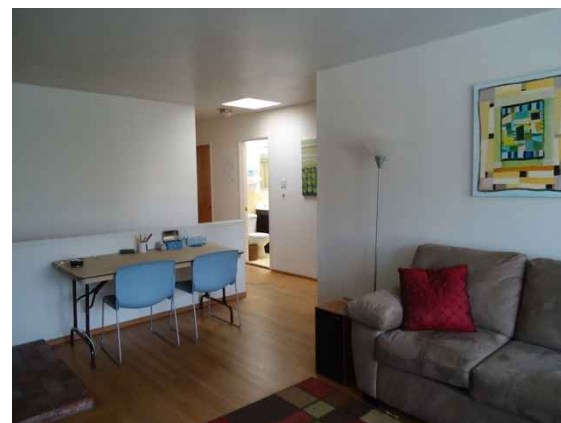
NO: DESCRIPTION: DATE:



FRONT BEDROOM LOOKING SOUTH



FRONT BEDROOM LOOKING NORTH



LIVING ROOM LOOKING SOUTHWEST
TOWARD HALL AND ENTRY STAIR



LIVING ROOM LOOKING SOUTHEAST
AT FIREPLACE

307 GAVEN STREET 1

CONDITIONAL USE
HEARING





SCALE: DATE: 05.12.2011
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EXISTING CONDITIONS -
307 & 311 GAVEN STREET

SHEET NO:

A1.00C

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- LEGEND:**
-  EXISTING BUILDING
 -  NEW CONSTRUCTION
 -  MODEL PHOTO LOCATION; SEE A2.00B
 -  RENDERING LOCATION; SEE A2.00A & A2.01

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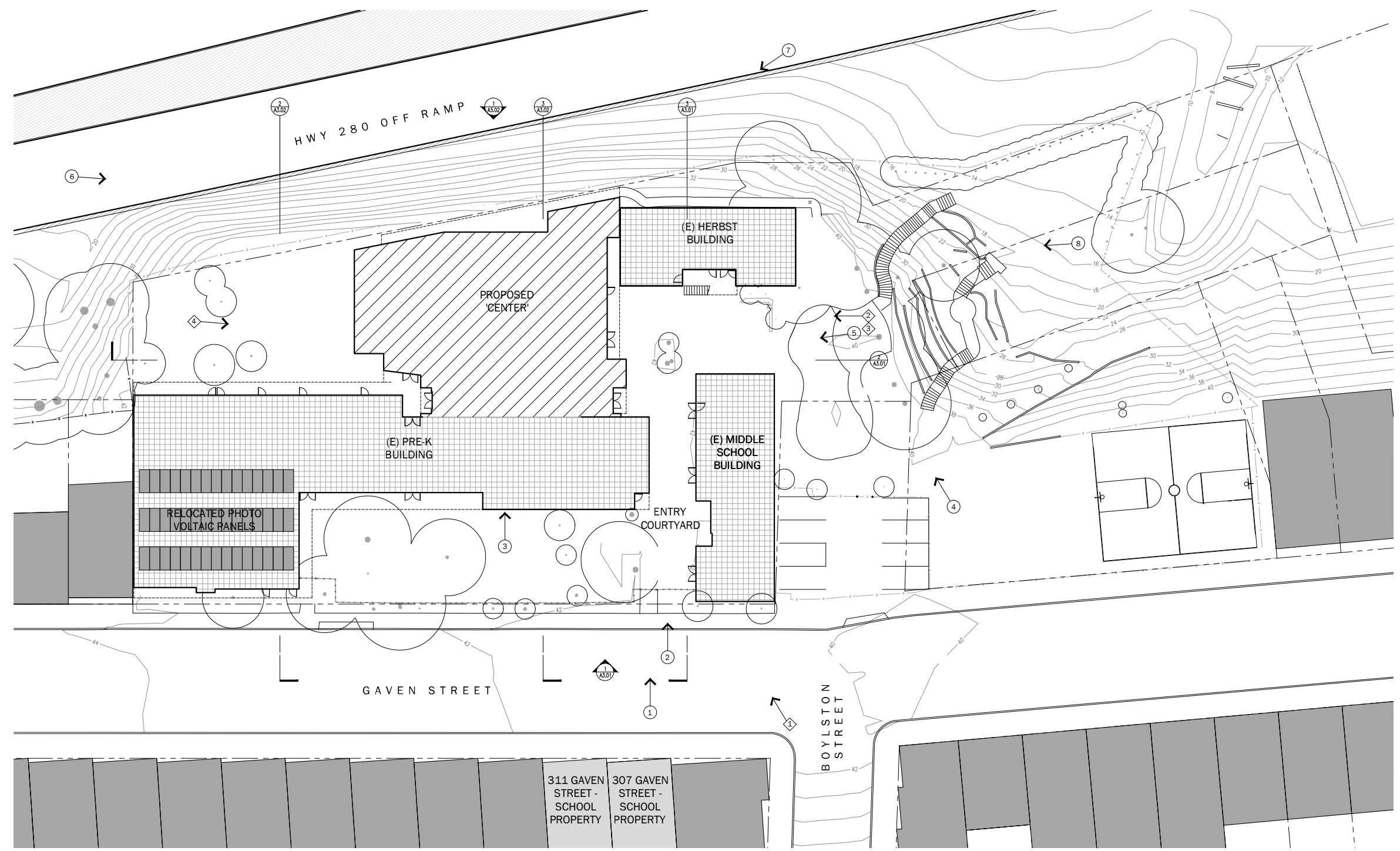
**CONDITIONAL USE
HEARING**

SCALE: 1/16" = 1'-0" DATE: 05.12.2011
DRAWN BY: LR PROJECT NO.: 0802.00

PROPOSED SITE PLAN

SHEET NO:

A2.00



PROPOSED SITE PLAN
1/16" = 1'-0" 1

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'CENTER' - ATHLETIC CONFIGURATION 6



'CENTER' - THEATER CONFIGURATION 5



LOOKING EAST TOWARD 'CENTER' FROM NORTH PRE-K PLAY AREA 4
(E) PRE-K BUILDING ON RIGHT



HIGH VIEW LOOKING WEST TOWARD CLASSROOMS AND 'CENTER' 3
(E) HERBST BUILDING ON RIGHT; (E) MIDDLE SCHOOL BUILDING ON LEFT



LOOKING WEST TOWARD 'CENTER' 2
(E) HERBST BUILDING ON RIGHT; (E) MIDDLE SCHOOL BUILDING ON LEFT



LOOKING NORTH TOWARD SCHOOL ENTRY FROM BOYLSTON STREET 1

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NO: DESCRIPTION: DATE:

CONDITIONAL USE
HEARING

SCALE: DATE: 05.12.2011

DRAWN BY: LR PROJECT NO: 0802.00

3D RENDERINGS
OF PROPOSED PROJECT

SHEET NO:

A2.00A

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BIRD'S EYE VIEW LOOKING WEST 8



BIRD'S EYE VIEW LOOKING SOUTHWEST 7



BIRD'S EYE VIEW LOOKING EAST 6



GYM ENTRY COURTYARD 5



VIEW FROM SOUTHEAST 4



VIEW OF 'CENTER' 3



VIEW OF ENTRY COURTYARD 2



BIRD'S EYE VIEW FROM SOUTH 1

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**CONDITIONAL USE
HEARING**

SCALE: DATE: 05.12.2011

DRAWN BY: LR PROJECT NO: 0802.00

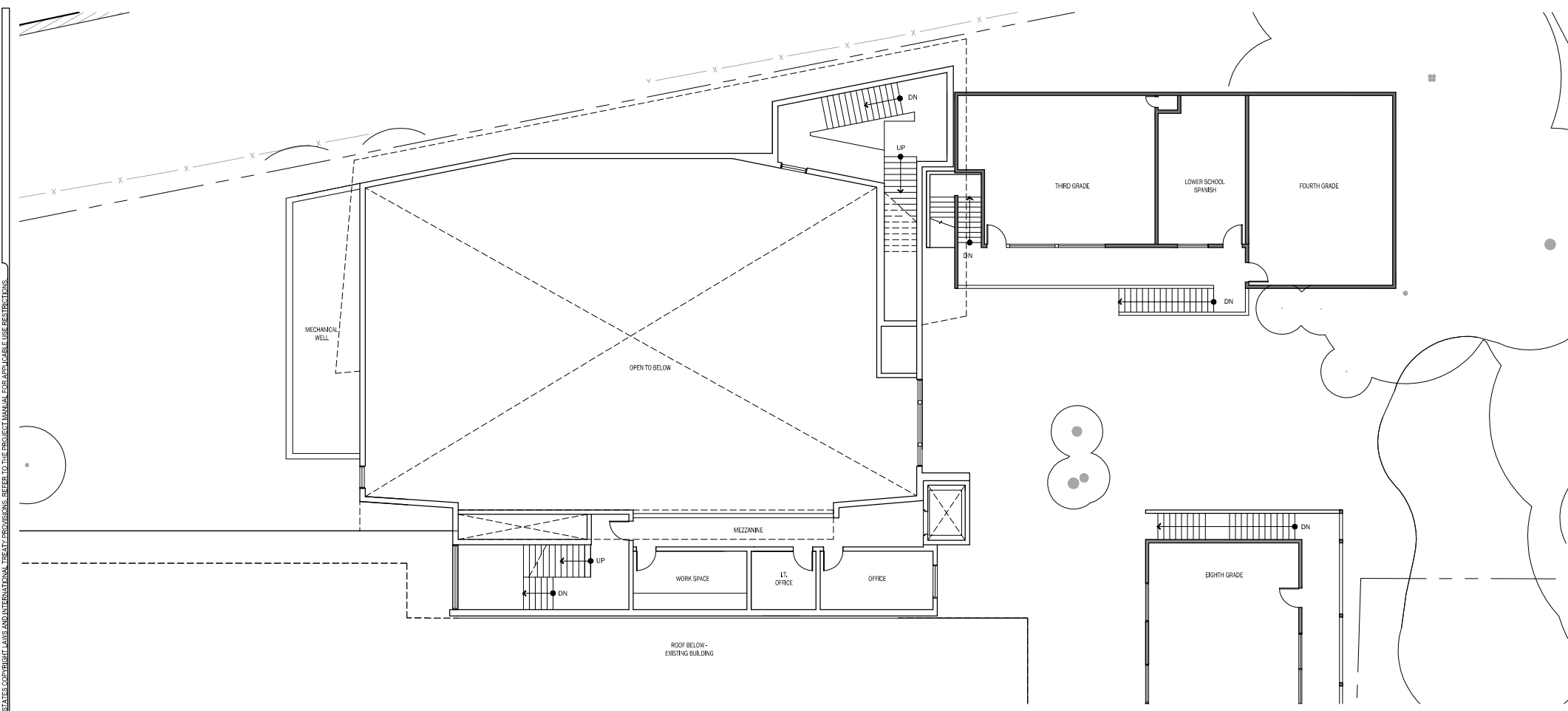
PHOTOS OF MODEL
OF PROPOSED PROJECT

SHEET NO:

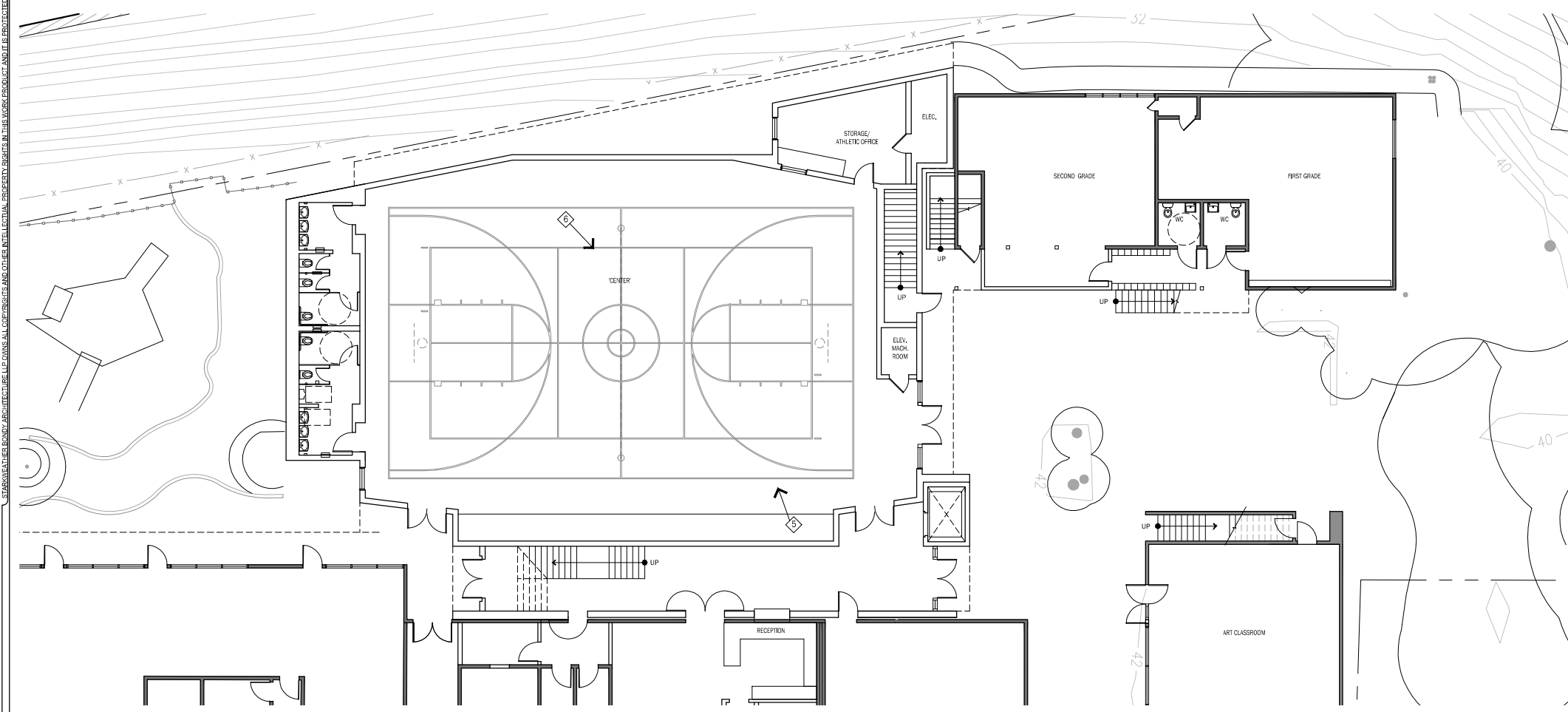
A2.00B

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- LEGEND:**
- EXISTING PARTITION
 - NEW PARTITION
 - RENDERING LOCATION; SEE A2.00A



SECOND LEVEL PLAN - ELEVATION 55.2'
1/8" = 1'-0" 2



MAIN ENTRY LEVEL PLAN - ELEVATION 41.7'
1/8" = 1'-0" 1

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-NOT TO SCALE-

NO:	DESCRIPTION:	DATE:
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CONDITIONAL USE HEARING

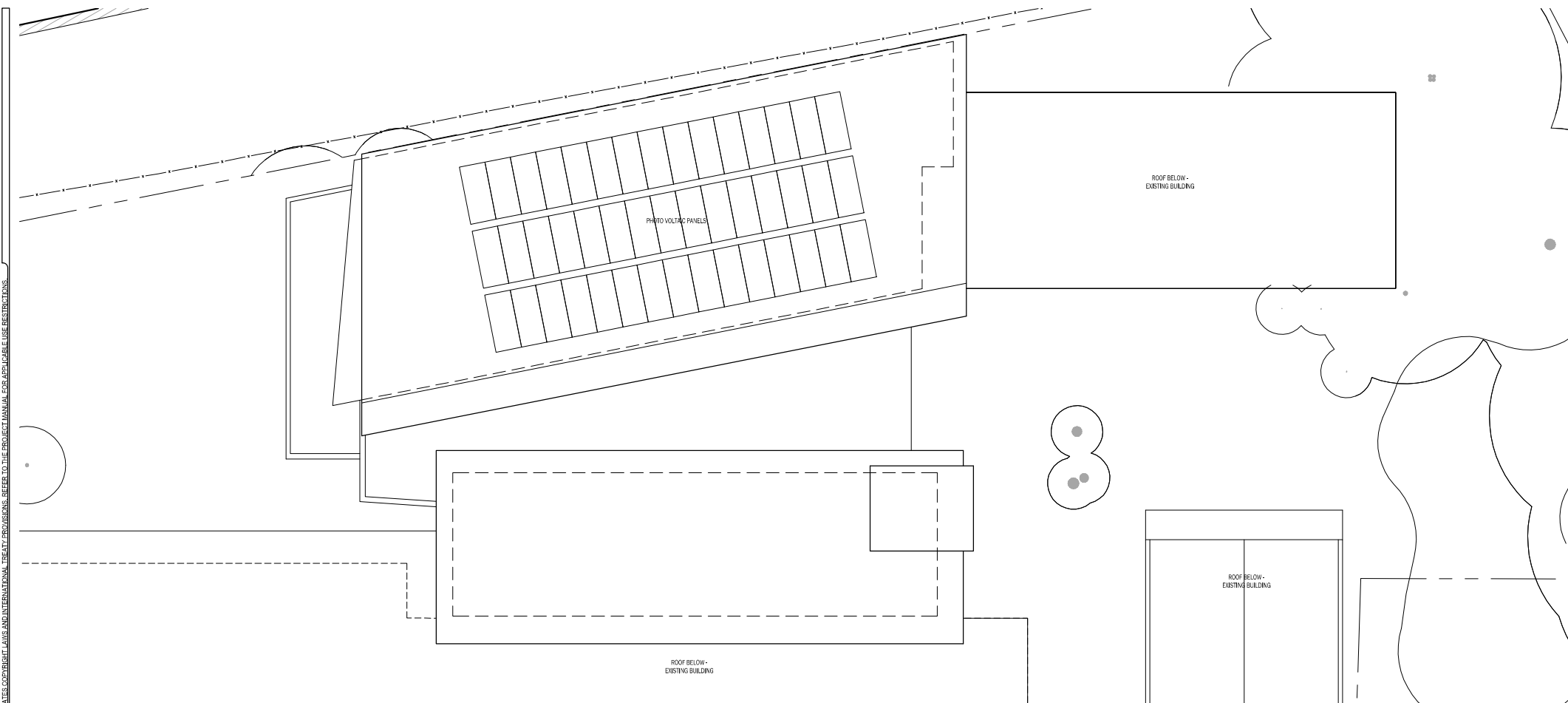
SCALE: 1/8" = 1'-0"	DATE: 05.12.2011
DRAWN BY: LR	PROJECT NO: 0802.00

FIRST LEVEL PLAN AND SECOND LEVEL PLAN

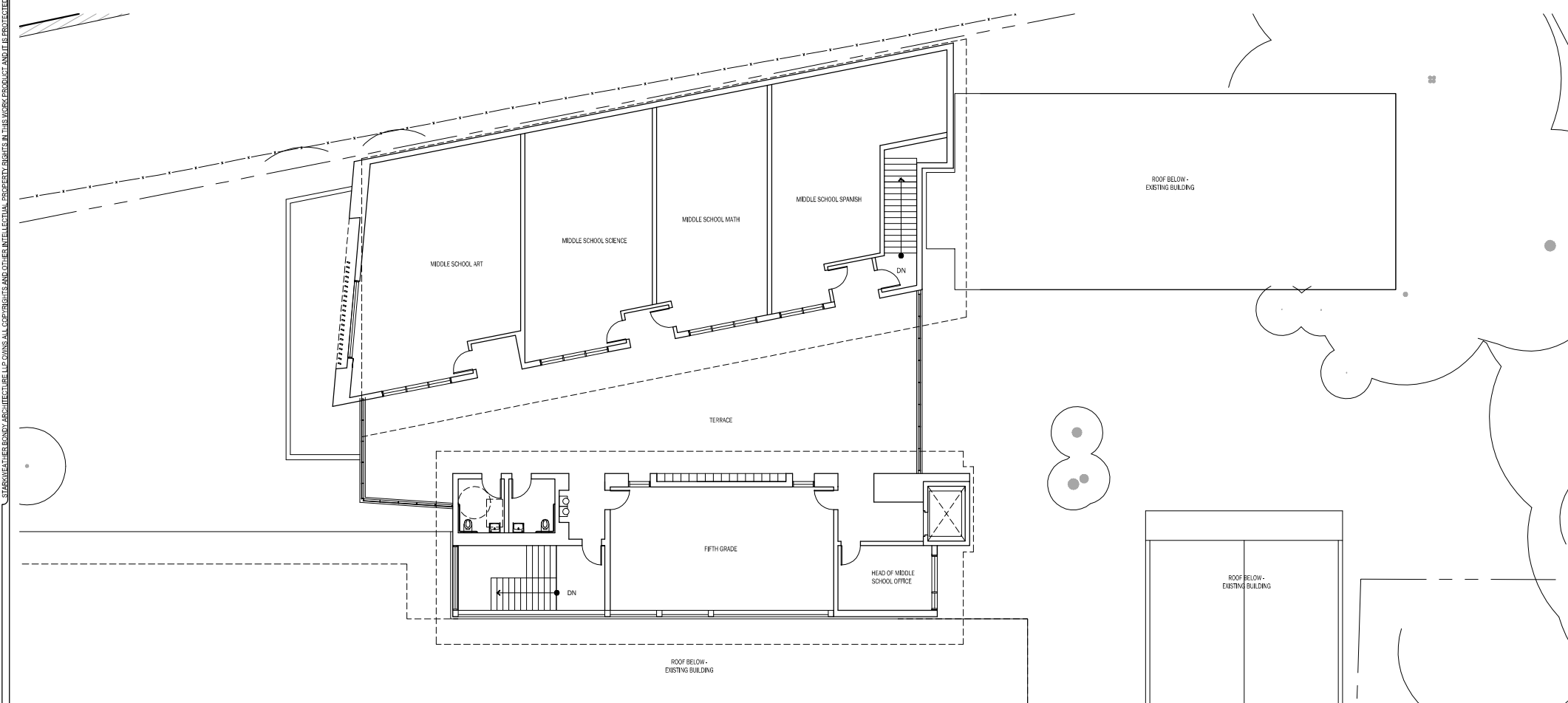
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A2.01

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ROOF PLAN
1/8" = 1'-0" 2



THIRD LEVEL PLAN - ELEVATION 68.7
1/8" = 1'-0" 1

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NO.	DESCRIPTION	DATE

**CONDITIONAL USE
HEARING**

SCALE: 1/8" = 1'-0"	DATE: 05.12.2011
DRAWN BY: LR	PROJECT NO: 0802.00

**THIRD LEVEL PLAN
AND ROOF PLAN**

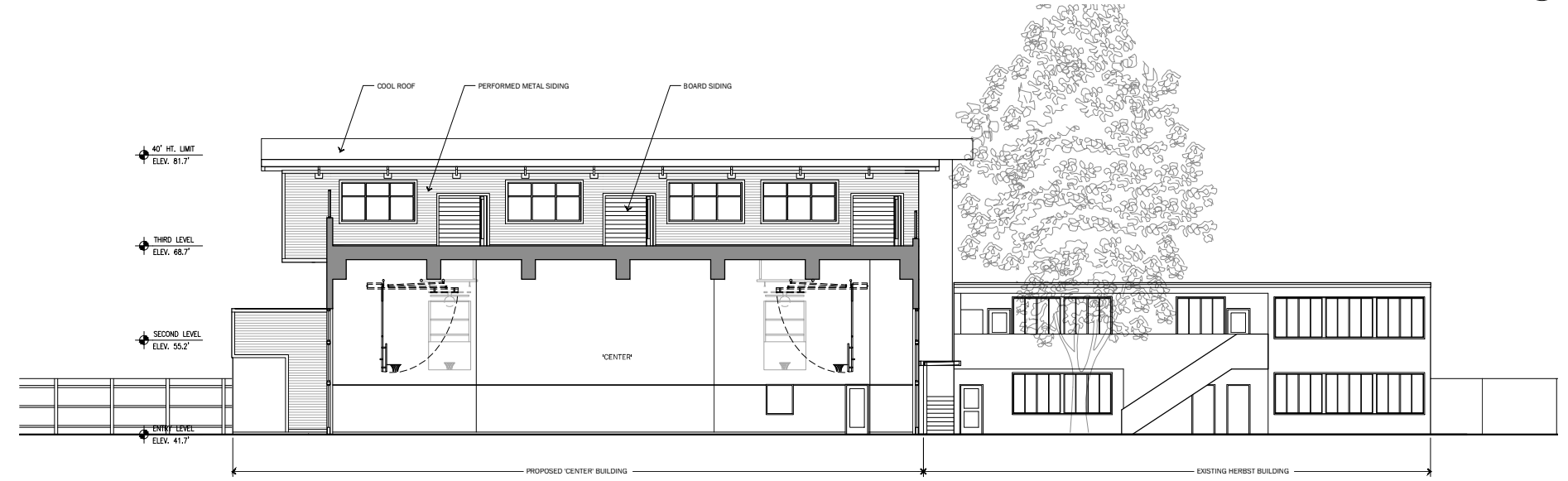
SHEET NO:

A2.02

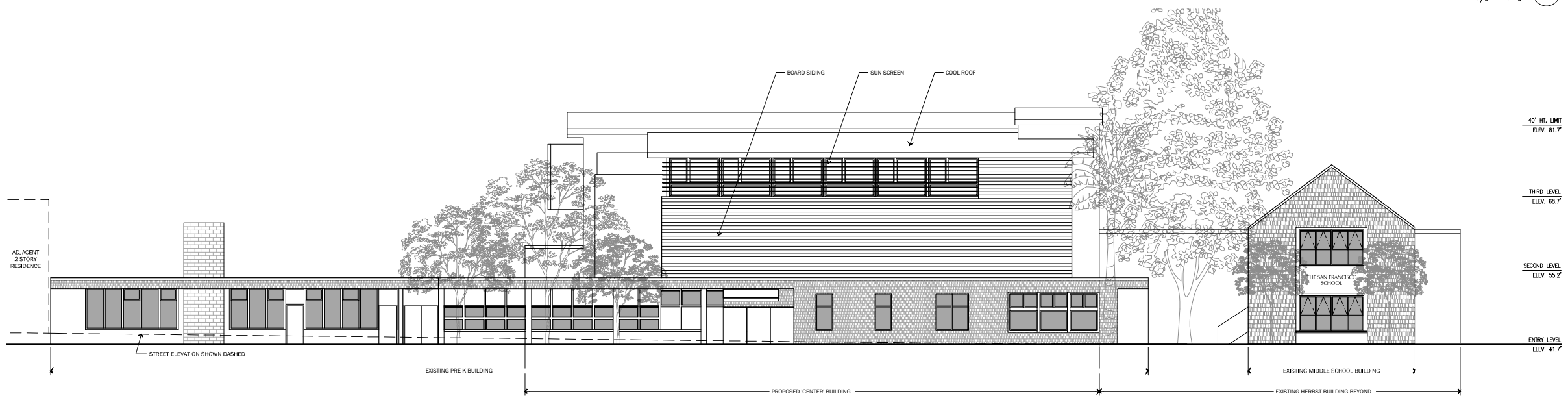
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EAST ELEVATION - ENTRY COURTYARD 3
1/8" = 1'-0"



SOUTH ELEVATION / 'CENTER' SECTION 2
1/8" = 1'-0"



SOUTH ELEVATION - GAVEN STREET 1
1/8" = 1'-0"

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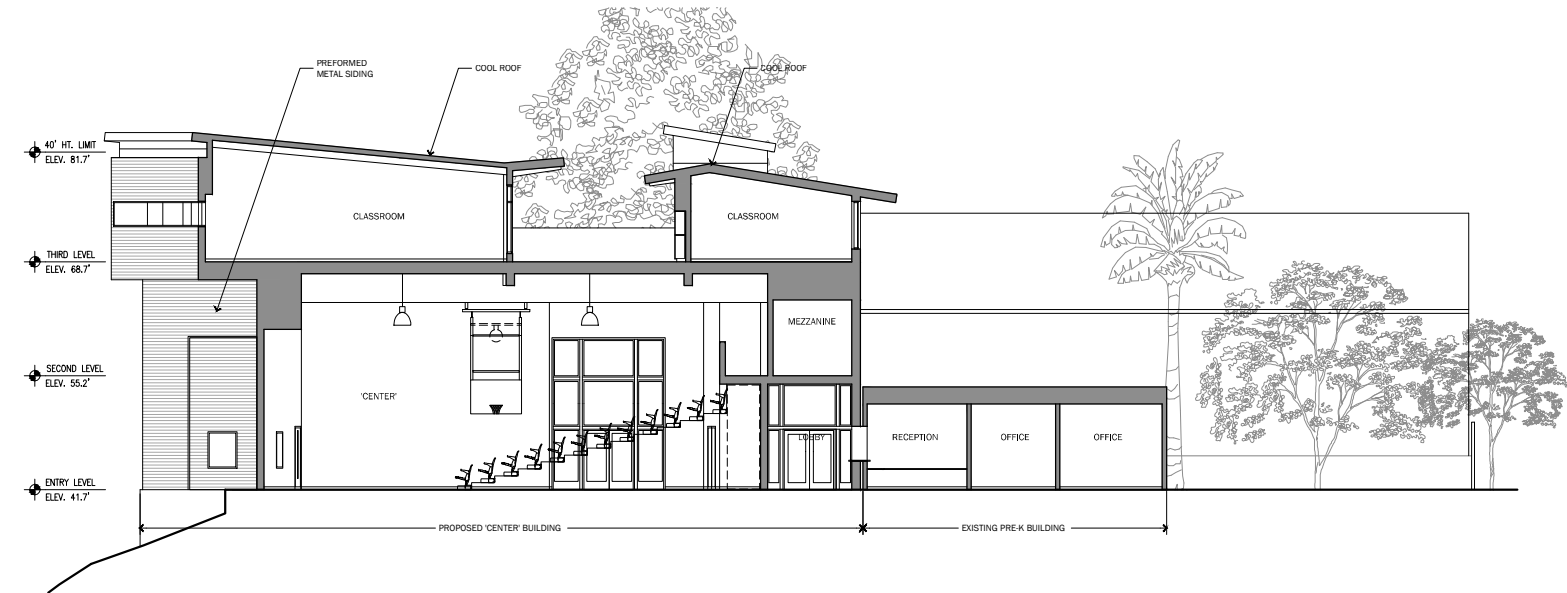
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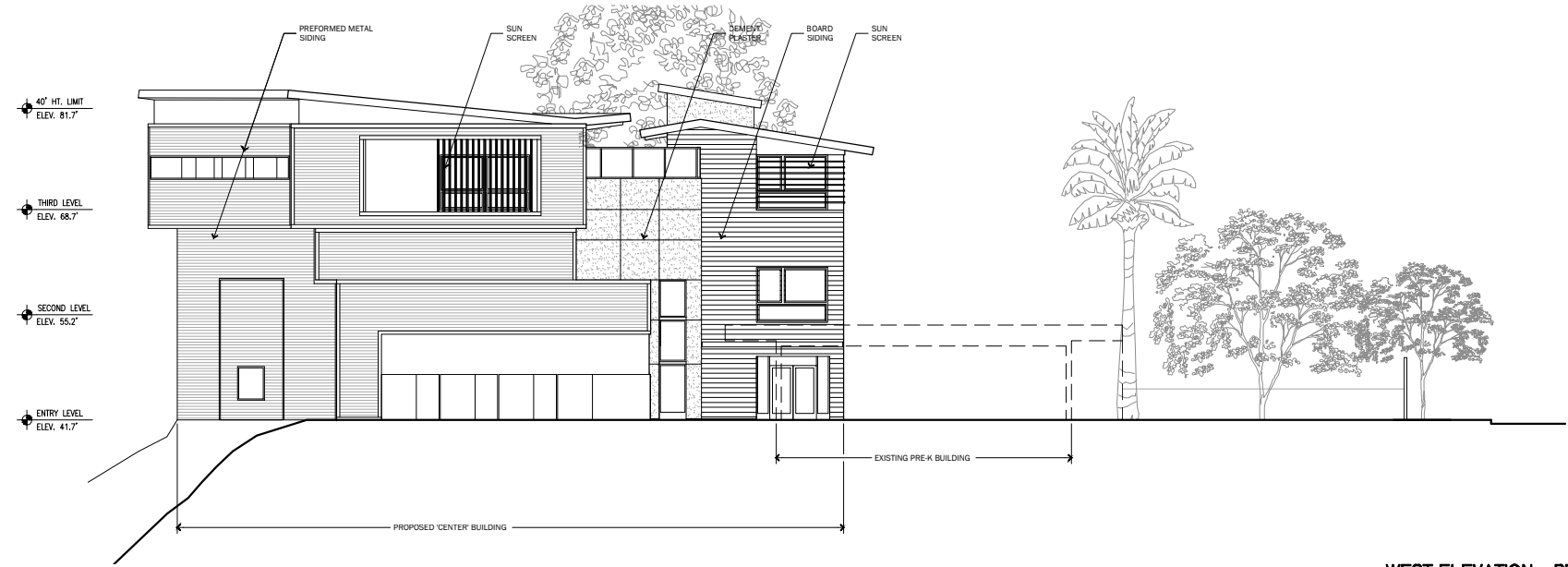
NO.:	DESCRIPTION:	DATE:
CONDITIONAL USE HEARING		
SCALE: 1/8" = 1'-0"	DATE: 05.12.2011	
DRAWN BY: LR	PROJECT NO.: 0802.00	
EXTERIOR ELEVATIONS		

SHEET NO.:
A3.01

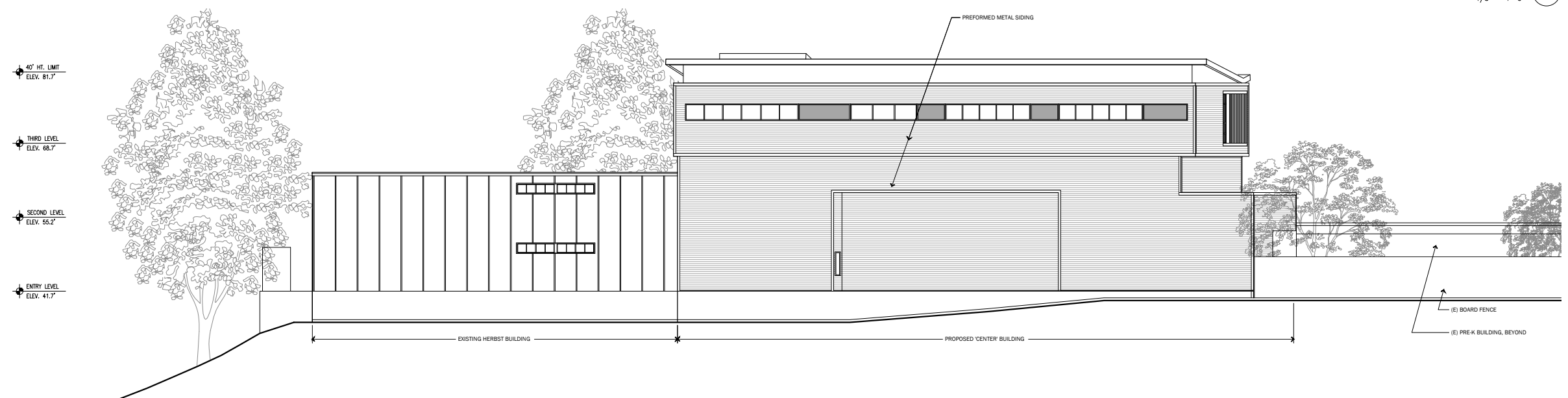
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'CENTER' SECTION
1/8" = 1'-0" **3**



WEST ELEVATION - PRE-K COURTYARD
1/8" = 1'-0" **2**



NORTH ELEVATION - HIGHWAY 280
1/8" = 1'-0" **1**

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**CONDITIONAL USE
HEARING**

SCALE: 1/8" = 1'-0" DATE: 05.12.2011
DRAWN BY: LR PROJECT NO.: 0802.00

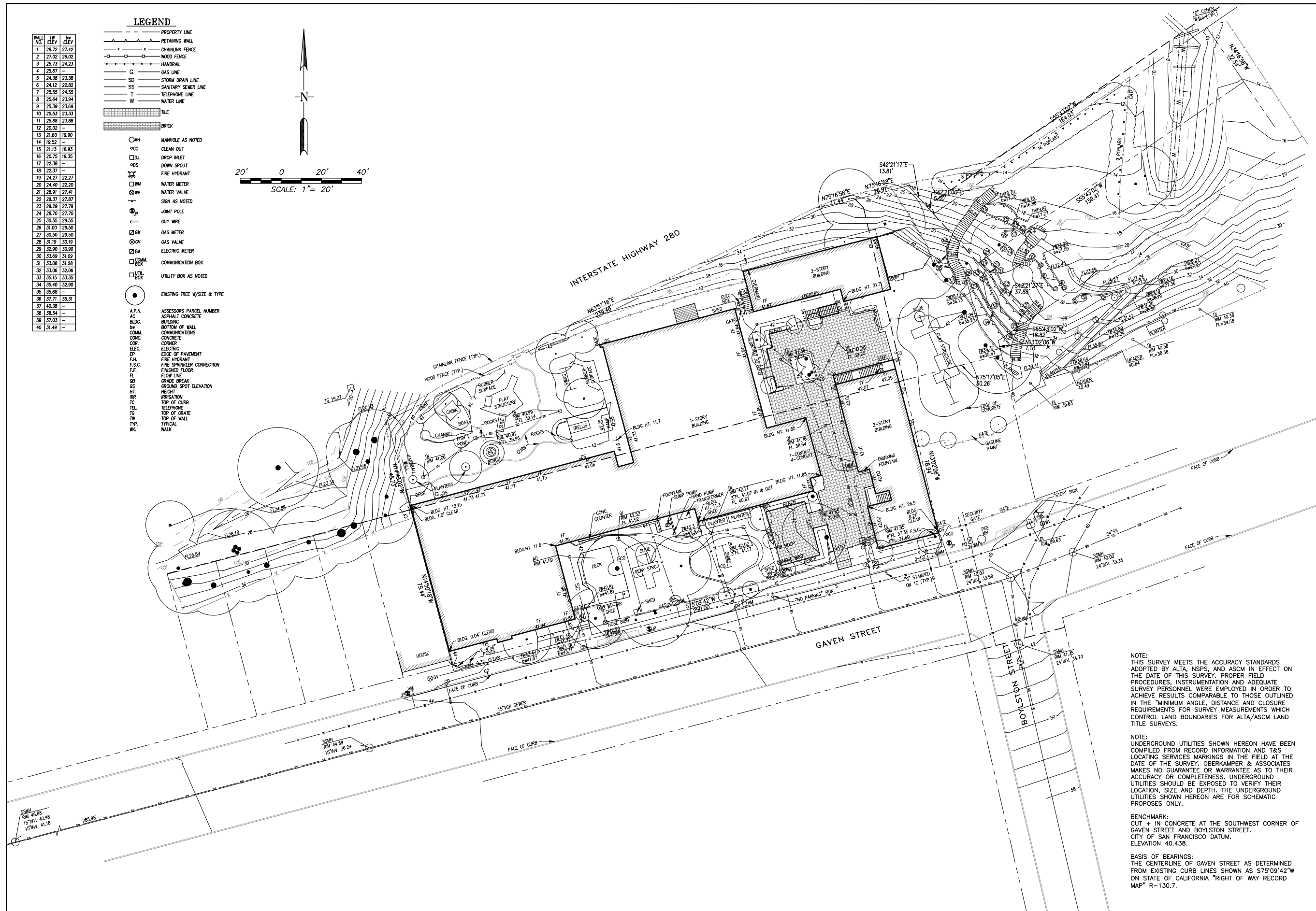
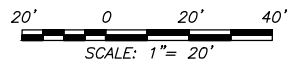
EXTERIOR ELEVATIONS

SHEET NO:
A3.02

WALL NO.	TY	HW	ELEV
1	28.72	27.42	
2	27.02	26.02	
3	25.73	24.23	
4	25.87		
5	24.38	23.38	
6	24.12	22.82	
7	25.55	24.55	
8	25.64	23.94	
9	25.39	23.69	
10	25.53	23.33	
11	25.68	23.88	
12	20.02		
13	21.80	19.90	
14	19.52		
15	21.13	18.93	
16	20.75	19.35	
17	22.38		
18	22.37		
19	24.27	22.27	
20	24.40	22.20	
21	28.91	27.41	
22	28.37	27.87	
23	28.29	27.79	
24	28.70	27.70	
25	30.55	29.55	
26	31.00	29.50	
27	30.50	29.50	
28	31.19	30.19	
29	32.90	30.90	
30	33.89	31.09	
31	33.08	31.28	
32	33.06	32.06	
33	35.15	33.35	
34	35.40	32.90	
35	35.68		
36	37.71	35.31	
37	40.38		
38	38.54		
39	37.03		
40	31.49		

LEGEND

- PROPERTY LINE
- RETAINING WALL
- CHAINLINK FENCE
- WOOD FENCE
- HANDRAIL
- G — GAS LINE
- SD — STORM DRAIN LINE
- SS — SANITARY SEWER LINE
- T — TELEPHONE LINE
- W — WATER LINE
- TILE
- BRICK
- MH — MANHOLE AS NOTED
- CO — CLEAN OUT
- DL — DROP INLET
- DS — DOWN SPOUT
- FH — FIRE HYDRANT
- WM — WATER METER
- WV — WATER VALVE
- SN — SIGN AS NOTED
- JP — JOINT POLE
- GW — GUY WIRE
- GM — GAS METER
- GV — GAS VALVE
- EM — ELECTRIC METER
- CB — COMMUNICATION BOX
- UB — UTILITY BOX AS NOTED
- — EXISTING TREE W/SIZE & TYPE
- A.P.N. — ASSESSOR'S PARCEL NUMBER
- AC — ASPHALT CONCRETE
- BLDG. — BUILDING
- BM — BOTTOM OF WALL
- COM. — COMMUNICATIONS
- CONC. — CONCRETE
- COR. — CORNER
- ELEC. — ELECTRIC
- EP — EDGE OF PAVEMENT
- F.H. — FIRE HYDRANT
- F.S.C. — FIRE SPRINKLER CONNECTION
- FF — FINISHED FLOOR
- FL — FLOW LINE
- GB — GRADE BREAK
- GS — GROUND SPOT ELEVATION
- HT — HEIGHT
- IRR — IRRIGATION
- TC — TOP OF CURB
- TEL — TELEPHONE
- TC — TOP OF GRATE
- TW — TOP OF WALL
- TYP. — TYPICAL
- WK — WALK



NOTE:
THIS SURVEY MEETS THE ACCURACY STANDARDS ADOPTED BY ALTA, NSPS, AND ASCM IN EFFECT ON THE DATE OF THIS SURVEY. PROPER FIELD PROCEDURES, INSTRUMENTATION AND ADEQUATE SURVEY PERSONNEL WERE EMPLOYED IN ORDER TO ACHIEVE RESULTS COMPARABLE TO THOSE OBTAINED IN THE "MINIMUM ANGLE, DISTANCE AND CLOSURE REQUIREMENTS FOR SURVEY MEASUREMENTS WHICH CONTROL LAND BOUNDARIES FOR ALTA/ASCM LAND TITLE SURVEYS.

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BENCHMARK:
CUT 4 IN CONCRETE AT THE SOUTHWEST CORNER OF GAVEN STREET AND BOYLSTON STREET.
CITY OF SAN FRANCISCO DATUM.
ELEVATION 40.438.

BASIS OF BEARINGS:
THE CENTERLINE OF GAVEN STREET AS DETERMINED FROM EXISTING CURB LINES SHOWN AS S75°09'42"W ON STATE OF CALIFORNIA "RIGHT OF WAY RECORD MAP" R-130.7.

PROJECT NO.: 05-119
CHECKED BY:
DESIGNED BY:
SCALE: 1" = 20'
DATE: APRIL, 2005

OBERKAMPER & ASSOCIATES
CIVIL ENGINEERS INC.
10 PAUL DRIVE, SAN RAFAEL, CALIFORNIA 94903 (415) 479-8662

CALIFORNIA

THE SAN FRANCISCO SCHOOL - 300 GAVEN STREET
BOUNDARY & TOPOGRAPHIC SURVEY

SAN FRANCISCO
SHEET NO. **1**
OF 1 SHEET

11" X 17" REDUCED SET
- NOT TO SCALE -



LOOKING NORTH TOWARD SCHOOL ENTRY FROM BOYLSTON STREET

THE SAN FRANCISCO SCHOOL
MULTI-PURPOSE CENTER

STARKWEATHER BONDY
architecture LP



LOOKING WEST TOWARD 'CENTER'
EXISTING HERBST BUILDING ON RIGHT; EXISTING MIDDLE SCHOOL BUILDING ON LEFT



HIGH VIEW LOOKING WEST TOWARD CLASSROOMS AND 'CENTER'
EXISTING HERBST BUILDING ON RIGHT; EXISTING MIDDLE SCHOOL BUILDING ON LEFT

THE SAN FRANCISCO SCHOOL
MULTI-PURPOSE CENTER

STARKWEATHER BONDY
architecture LP



LOOKING EAST TOWARD 'CENTER' FROM NORTH PRE-K PLAY AREA
EXISTING PRE-K BUILDING ON RIGHT