



# SAN FRANCISCO PLANNING DEPARTMENT

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## Discretionary Review Abbreviated Analysis

HEARING DATE JUNE 9, 2011

*Date:* June 2, 2011  
*Case No.:* 2010.1136D  
*Project Address:* 324 Hugo Street  
*Permit Application:* 2006.05.04.0607  
*Zoning:* RH-2 (Residential House, Two-Family)  
40-X Height and Bulk District  
*Block/Lot:* 1746/009  
*Project Sponsor:* John Lau  
Dickson Consulting Group  
5616 Geary Boulevard  
San Francisco, CA 94121  
*Project Representative:* Jeremy Paul  
*Staff Contact:* Quickdraw Permit Consulting  
Sara Vellve – (415) 558-6263  
[Sara.Vellve@sfgov.org](mailto:Sara.Vellve@sfgov.org)  
*Recommendation:* **Do not take DR and approve the project as revised.**

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

Reception:  
**415.558.6378**

Fax:  
**415.558.6409**

Planning  
Information:  
**415.558.6377**

### PROJECT DESCRIPTION

The existing building is a three-story single-family house approximately 43 feet in depth. The proposal is to construct a horizontal addition at the rear of the building consisting of the following components:

- A three-story component approximately 12 feet deep that is set back from the east side property line by approximately 5 feet; and
- A two-story 12-foot deep component with roof deck that is set back from each side property line by 5 feet.

A second dwelling unit containing two bedrooms would be added to the building in the expanded ground second floors.

The current project is a revision of a project reviewed by the Planning Department in 2006. The 2006 project proposed a horizontal addition the same depth as the current proposal, but with the three-story portion extending both side property lines and with the two-story portion consisting of open decks and stairs rather than enclosed habitable space. The 2006 project was noticed to the public per Section 311 in September, 2006 and no request for Discretionary Review was submitted. The Planning Department approved the 2006 project. However, the permit for this project was never issued and the sponsor subsequently revised the proposal, which required Planning Department review.

### SITE DESCRIPTION AND PRESENT USE

A three-story single-family house containing one off-street parking space is currently located on the project site. The 100 foot deep by 25 feet wide subject lot is a “key lot” with its east side property line

abutting lots that front on 4<sup>th</sup> Avenue. The subject lot is one of three lots on the block that front on Hugo Street.

**SURROUNDING PROPERTIES AND NEIGHBORHOOD**

The property is located in the Inner Sunset neighborhood one block south of Golden Gate Park. The subject block is slightly irregular in that it is square in shape which impacts the lot configuration. Lots to the east and west of the site range in depth from 95 feet to 120 feet deep and lots to the north are 95 feet in depth. Of 25 lots on the block, approximately 16 are occupied by buildings containing two to six dwelling units.

**BUILDING PERMIT NOTIFICATION**

TYPE	REQUIRED PERIOD	NOTIFICATION DATES	DR FILE DATE	DR HEARING DATE	FILING TO HEARING TIME
311/312 Notice	30 days	9/29/2006 to 10/29/2006	No DR Filed or opposition	N/A	N/A
311/312 Notice	30 days	11/3/10 to 12/3/10	12/3/10	June 2, 2011	±180 days

*The project has been noticed twice due to revisions and the time frame of overall permit review.*

**HEARING NOTIFICATION**

TYPE	REQUIRED PERIOD	REQUIRED NOTICE DATE	ACTUAL NOTICE DATE	ACTUAL PERIOD
Posted Notice	10 days	May 30, 2011	May 27, 2011	13 days
Mailed Notice	10 days	May 30, 2011	May 27, 2011	13 days

**PUBLIC COMMENT**

	SUPPORT	OPPOSED	NO POSITION
Adjacent neighbor(s)	0	5 properties/18 people	1
Other neighbors on the block or directly across the street	0	2 properties/4 people	0
Neighborhood groups	0	Unknown	0

Owners and occupants of adjacent lots to the east and west, and other properties on the block are concerned that the proposed development extends too deep into the lot, does not preserve the mid-block open space, does not respect the existing development pattern of the block, will obstruct light and air to neighboring properties and does not provide adequate parking for two homes.

**DR REQUESTOR**

Stephen Williams submitted the request for Discretionary Review as a representative for a group named the Fourth and Hugo Neighbors. The group consists of owners and occupants who reside in buildings that abut the subject property on the east and front on 4<sup>th</sup> Avenue, the adjacent building to the west and properties fronting 5<sup>th</sup> Avenue and Lincoln Way that are not adjacent to the subject property.

## DR REQUESTOR'S CONCERNS AND PROPOSED ALTERNATIVES

See attached *Discretionary Review Application*, dated December 3, 2010.

## PROJECT SPONSOR'S RESPONSE TO DR APPLICATION

See attached *Response to Discretionary Review*, dated June 1, 2011.

## ENVIRONMENTAL REVIEW

The Department has determined that the proposed project is exempt/excluded from environmental review, pursuant to CEQA Guideline Section 15301 (Class One - Minor Alteration of Existing Facility, (e) Additions to existing structures provided that the addition will not result in an increase of more than 10,000 square feet).

## RESIDENTIAL DESIGN TEAM REVIEW

The Residential Design Team (RDT) reviewed the current proposal prior its Section 311 notification and after the request for Discretionary Review was filed. In both reviews the RDT found that the proposal did not create an exceptional or extraordinary circumstance for the following reasons:

- The proposed addition is set back from the east side property line approximately five feet and respects a lightwell along the west side property line;
- The three-story component of the project will create a similar mass at a similar lot depth to other three-story buildings on the block;
- The two-story component of the project steps down from the three-story addition, is set back from each side property line and is of an acceptable overall mass to extend beyond the general massing of buildings within the block's interior;
- The side setbacks and stepping down of the addition do not significantly compromise the connection between the rear yards of buildings fronting on 4<sup>th</sup> Avenue and the block's overall mid-block open space.
- Due to the proposed articulated massing, the proposal is appropriate for a key lot.

**Under the Commission's pending DR Reform Legislation, this project would not be referred to the Commission as this project does not contain or create any exceptional or extraordinary circumstances.**

<b>RECOMMENDATION:</b> Do not take DR and approve project as revised.
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### Attachments:

Block Book Map

Sanborn Map

Zoning Map

Aerial Photographs

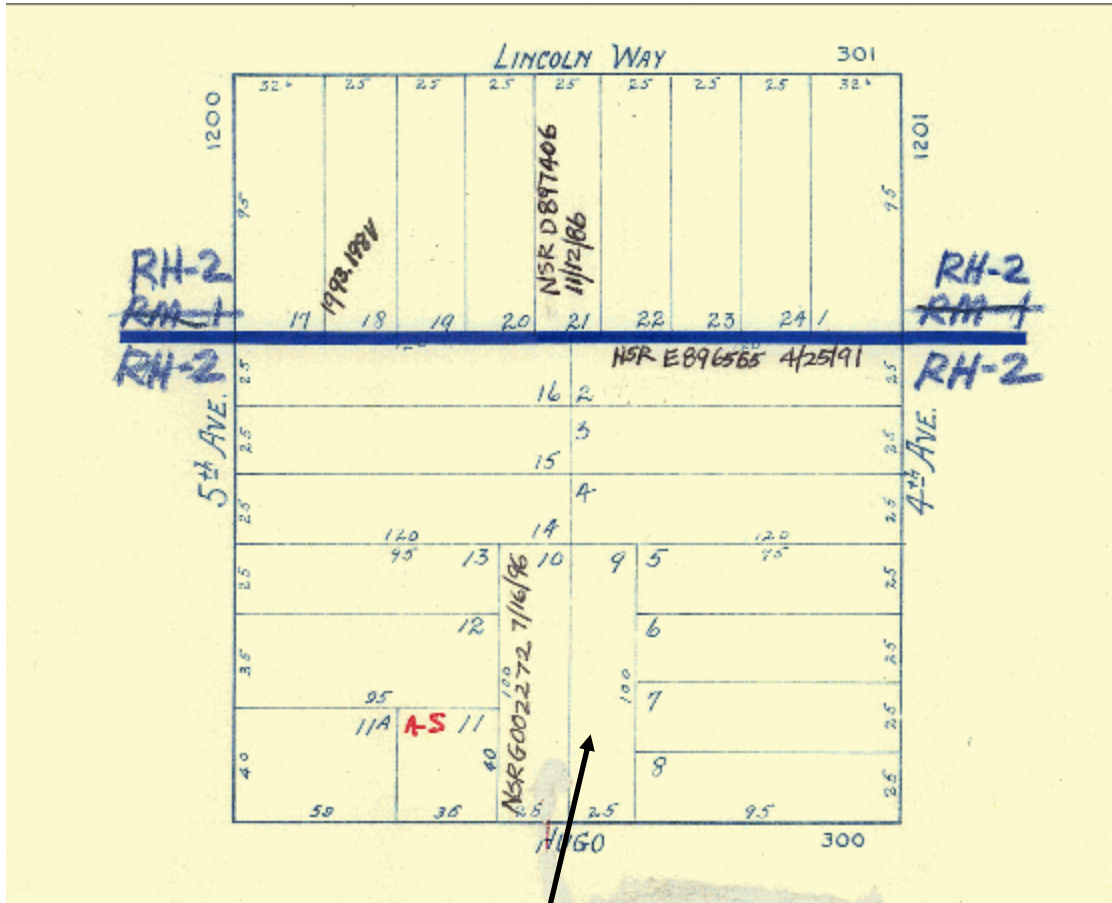
Section 311 Notices and Reduced Plans (11 x 17 copies of current proposal in applicant's submittal)

DR Application

Context Photographs (in applicant's submittal)

Response to DR Application dated July 1, 2010 (in applicant's submittal)

# Parcel Map

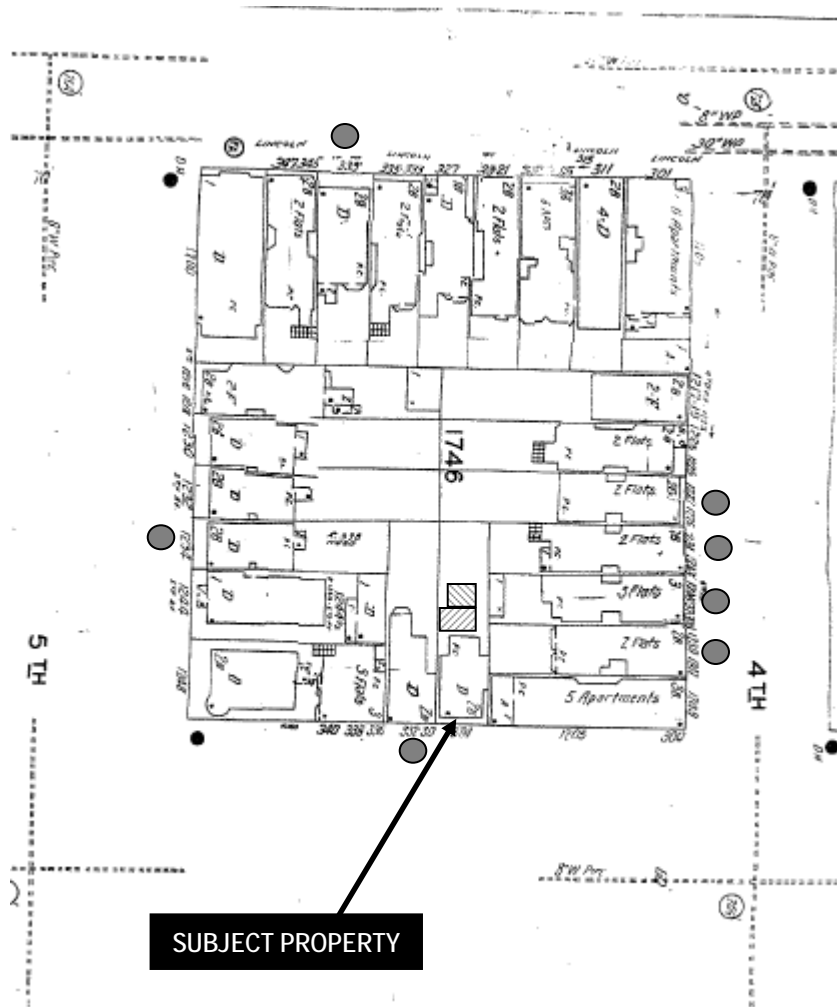


**SUBJECT PROPERTY**






Discretionary Review Hearing  
 Case Number 2010.1136D  
 324 Hugo Street

# Sanborn Map\*

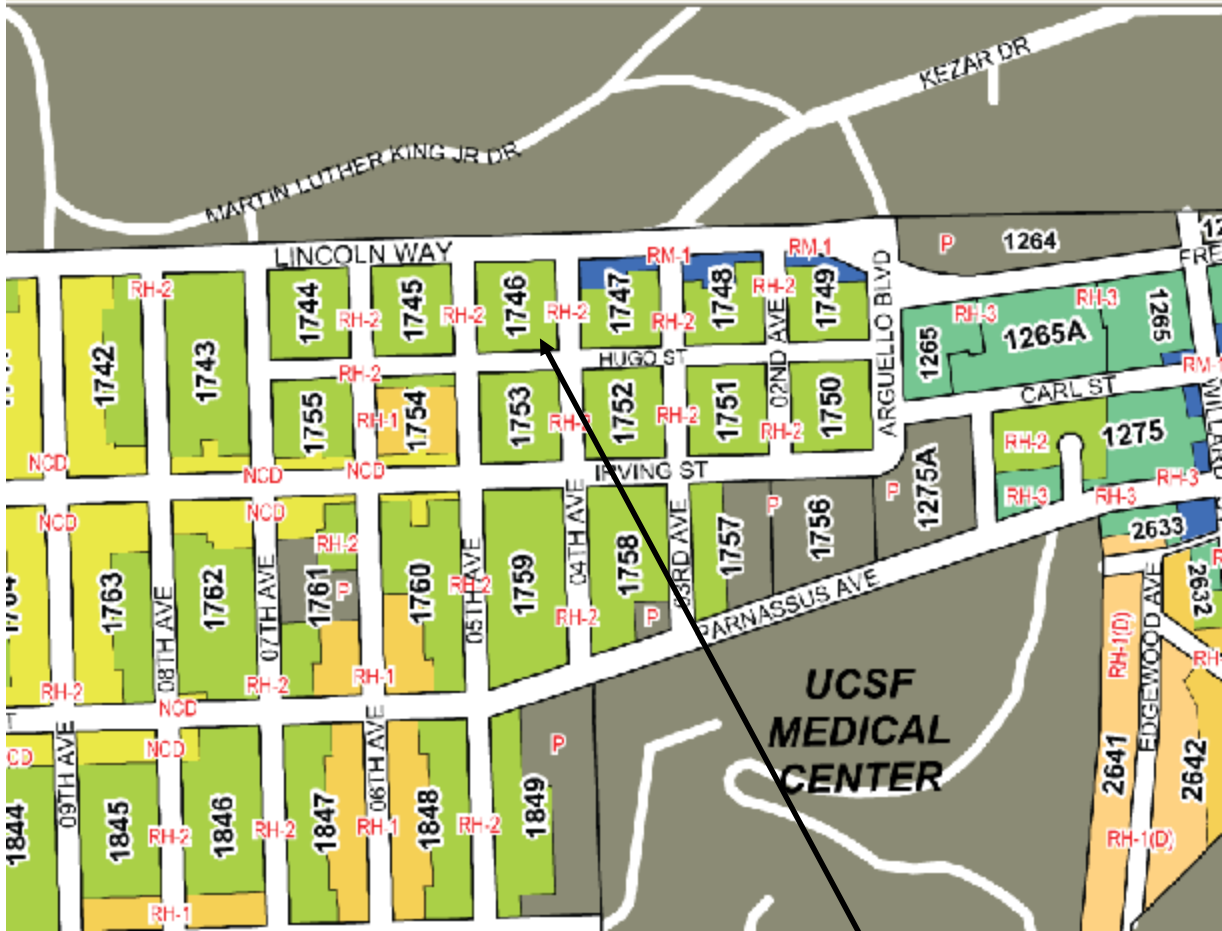


\*The Sanborn Maps in San Francisco have not been updated since 1998, and this map may not accurately reflect existing conditions.

-  Approximate mass of two-story addition.
-  Approximate mass of three-story addition.
-  Neighbors in opposition to the project.

Discretionary Review Hearing  
**Case Number 2010.1136D**  
 324 Hugo Street

# Zoning District Map



**SUBJECT BLOCK**

## ZONING USE DISTRICTS

### RESIDENTIAL, HOUSE DISTRICTS

RH-1(D) RH-1 RH-1(S) RH-2 RH-3

### RESIDENTIAL, MIXED (APARTMENTS & HOUSES) DISTRICTS

RM-1 RM-2 RM-3 RM-4

### NEIGHBORHOOD COMMERCIAL DISTRICTS

NC-1 NC-2 NC-3 NCD NC-S

### SOUTH OF MARKET MIXED USE DISTRICTS

SPD RED RSD SLR SLI SSO

### COMMERCIAL DISTRICTS

C-2 C-3-S C-3-G C-3-R C-3-O C-3-O(SD)

### INDUSTRIAL DISTRICTS

C-M M-1 M-2

### CHINATOWN MIXED USE DISTRICTS

CRNC CVR CCB

### RESIDENTIAL-COMMERCIAL DISTRICTS

RC-3 RC-4

### REDEVELOPMENT AGENCY DISTRICTS

MB-RA HP-RA

### DOWNTOWN RESIDENTIAL DISTRICTS

RH DTR TB DTR

### MISSION BAY DISTRICTS

MB-OS MB-O

### PUBLIC DISTRICT

P



Discretionary Review Hearing  
Case Number 2010.1136D  
324 Hugo Street

# Aerial Photo



**SUBJECT PROPERTY**

Discretionary Review Hearing  
Case Number 2010.1136D  
324 Hugo Street

# Aerial Photo



**SUBJECT PROPERTY**



Discretionary Review Hearing  
Case Number 2010.1136D  
324 Hugo Street



# Aerial Photo



SUBJECT PROPERTY



Discretionary Review Hearing  
Case Number 2010.1136D  
324 Hugo Street

# Context Photo



324 Hugo Street



Discretionary Review Hearing  
Case Number 2010.1136D  
324 Hugo Street



# PLANNING DEPARTMENT

City and County of San Francisco  
1660 Mission Street, Suite 500  
San Francisco, CA 94103-2414

## NOTICE OF BUILDING PERMIT APPLICATION (SECTION 311)

On **May 4, 2006**, the Applicant named below filed **Building Permit Application No. 2006.05.04.0670 (Alteration)** with the City and County of San Francisco.

APPLICANT INFORMATION		PROJECT SITE INFORMATION	
Applicant:	Dickson Consulting Group	Project Address:	324 Hugo Street
Attention:	John Lau	Cross Streets:	4 <sup>th</sup> /5 <sup>th</sup> Avenues
Address:	5616 Geary Boulevard	Assessor's Block /Lot No.:	1746/009
City, State:	San Francisco, CA 94121	Zoning District:	RH-2
Telephone:	(415) 831 - 7180	Height-Bulk District:	40-X

Under San Francisco Planning Code Section 311, you, as a property owner or resident within 150 feet of this proposed project, are being notified of this Building Permit Application. You are not obligated to take any action. For more information regarding the proposed work, or to express concerns about the project, please contact the Applicant above or the Planner named below as soon as possible. If your concerns are unresolved, you can request the Planning Commission to use its discretionary powers to review this application at a public hearing. Applications requesting a Discretionary Review hearing must be filed during the 30-day review period, prior to the close of business on the Expiration Date shown below, or the next business day if that date is on a week-end or a legal holiday. If no Requests for Discretionary Review are filed, this project will be approved by the Planning Department after the Expiration Date.

### PROJECT SCOPE

- DEMOLITION      AND/OR       NEW CONSTRUCTION      OR       ALTERATION  
 VERTICAL EXTENSION       CHANGE # OF DWELLING UNITS       FACADE ALTERATION(S)  
 HORIZ. EXTENSION (FRONT)       HORIZ. EXTENSION (SIDE)       HORIZ. EXTENSION (REAR)

### PROJECT FEATURES

### EXISTING CONDITION

### PROPOSED CONDITION

FRONT SETBACK (main bldg)	0' (+/-)	0' (+/-)
SIDE SETBACKS	5' (+/-) East, 4' (+/-) West	0'
BUILDING DEPTH	45' (+/-)	56' (+/-)
REAR YARD	55'	44' to rear building wall 31' to rear of stairs
HEIGHT OF BUILDING (from curb)	As Is	No Change
NUMBER OF STORIES	As Is	No Change
NUMBER OF DWELLING UNITS	1	2
NUMBER OF OFF-STREET PARKING SPACES	1+	2

### PROJECT DESCRIPTION

The proposal is to construct a rear horizontal addition and add one dwelling unit to the existing single-family dwelling per the enclosed plans. The overall building depth would be increased by approximately 12, and open decks and railings would extend an additional 12 feet.

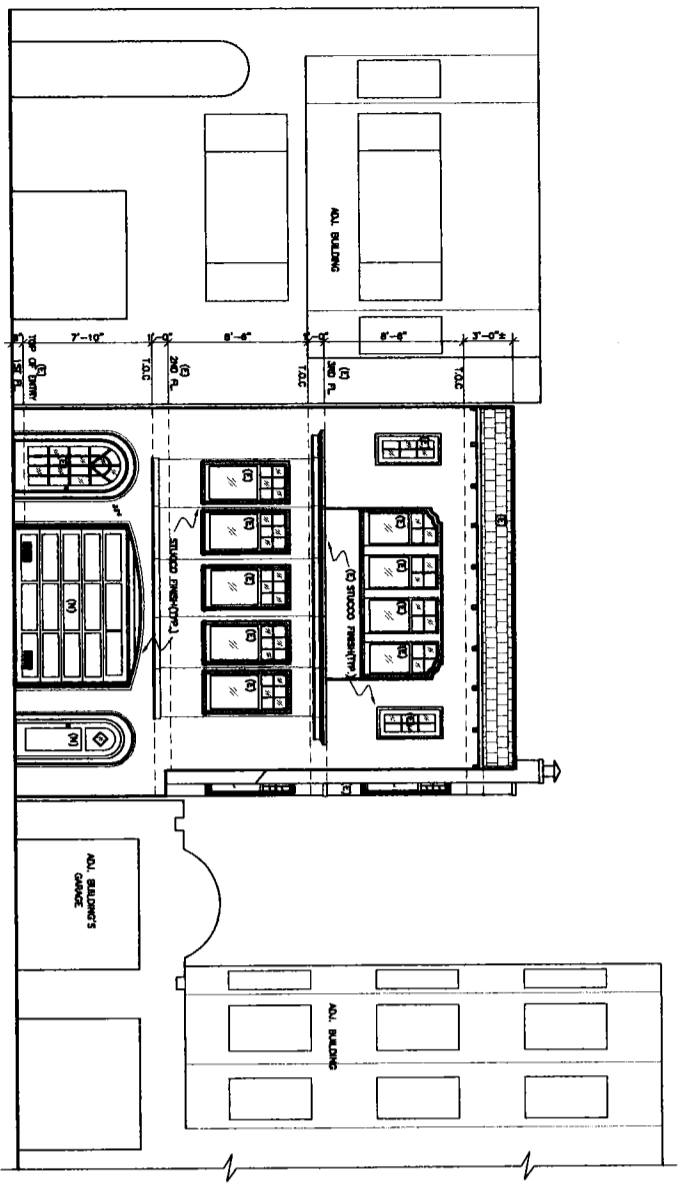
PLANNER'S NAME: **Sara Vellve**  
 PHONE NUMBER: **(415) 558-6263**  
 FAX NUMBER: **(415) 558-6409**  
 EMAIL: **Sara.Vellve@sfgov.org**

DATE OF THIS NOTICE: 9/29/06

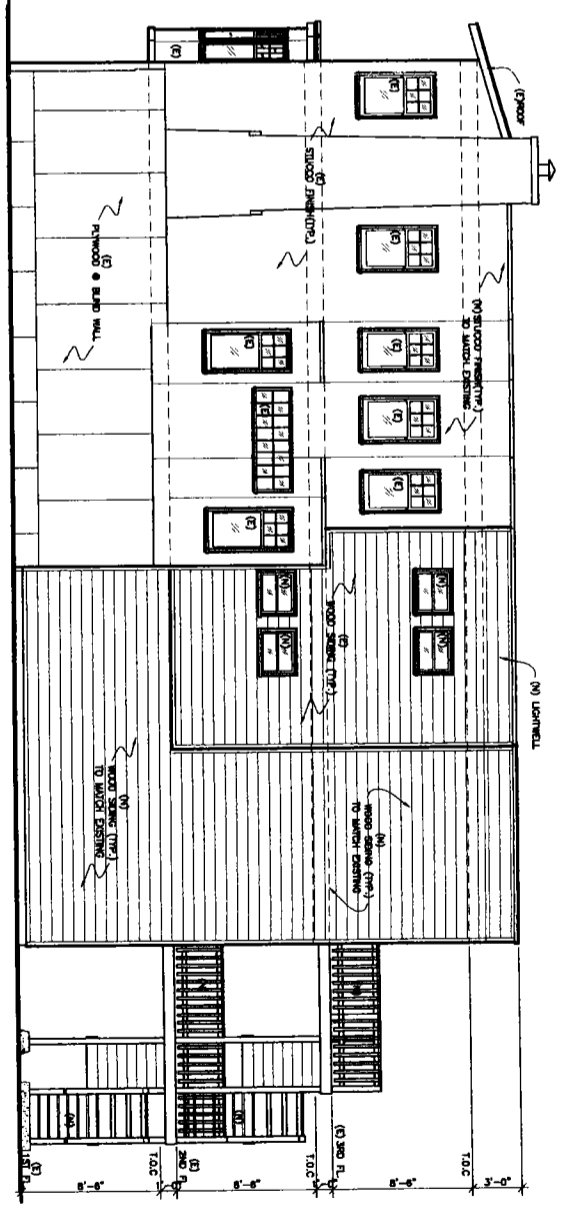
EXPIRATION DATE: 10/29/06



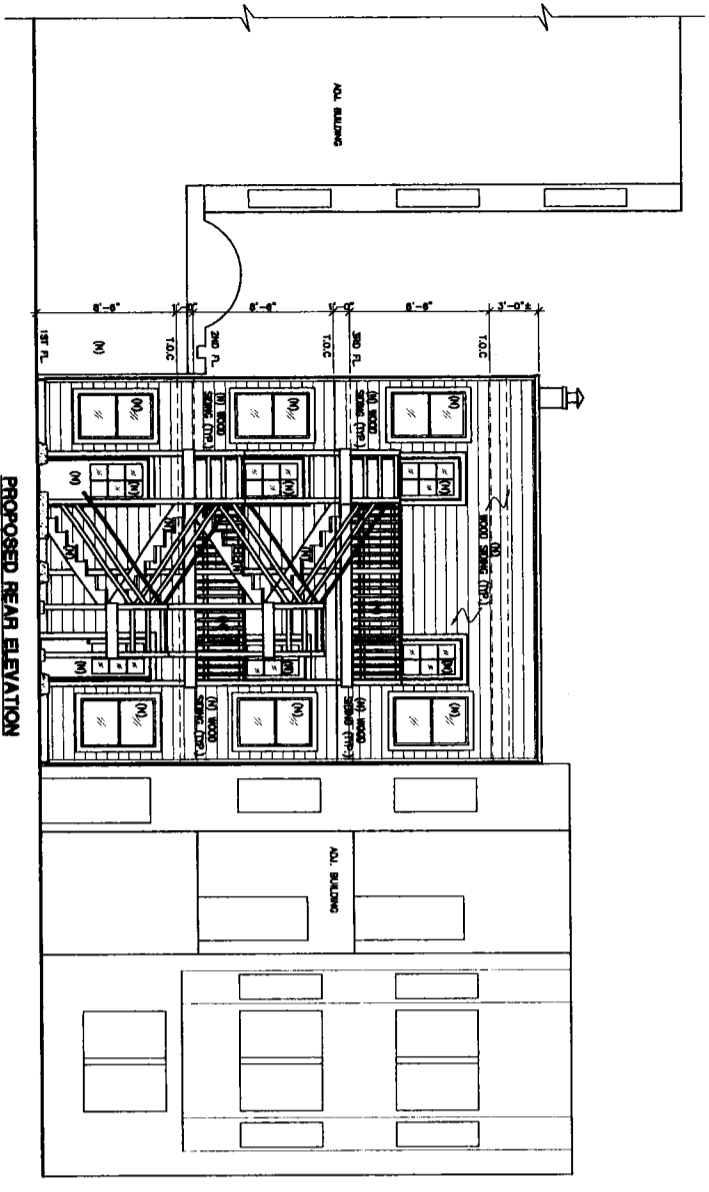




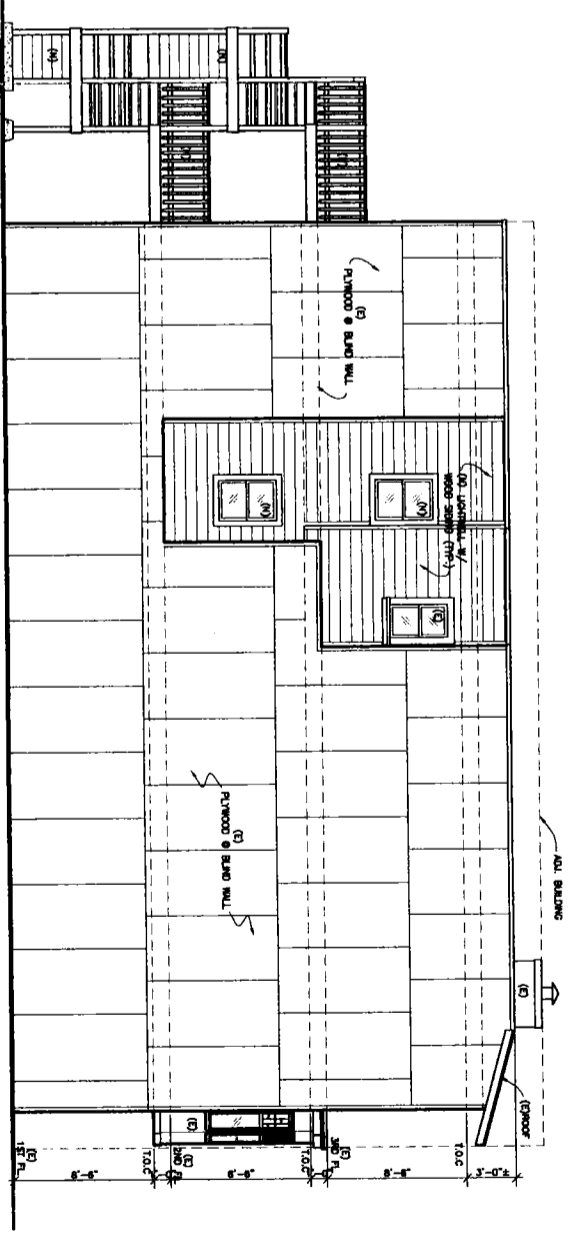
PROPOSED FRONT ELEVATION  
SCALE 3/16"=1'-0"



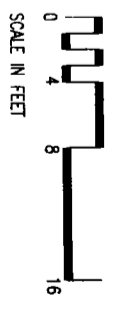
PROPOSED RIGHT ELEVATION  
SCALE 3/16"=1'-0"



PROPOSED REAR ELEVATION  
SCALE 3/16"=1'-0"



PROPOSED LEFT ELEVATION  
SCALE 3/16"=1'-0"



PROPOSED ELEVATIONS

**DICKSON CONSULTING GROUP**  
5616 Geary Blvd, Suite 201  
San Francisco, Co. 94121  
Phone: (415) 831-7180  
Fax: (415) 831-7181

BLOCK: 1746, LOT: 009  
324 HUGO STREET  
SAN FRANCISCO, CA 94122  
Application #:

DATE: 01.23.08  
SCALE: AS SHOWN  
DRAWN: TL  
JOB: A-3  
OF SHEETS

REVISIONS	BY



# SAN FRANCISCO PLANNING DEPARTMENT

## NOTICE OF BUILDING PERMIT APPLICATION (SECTION 311)

On May 4, 2006, the Applicant named below filed Building Permit Application No. 2006.05.04.0670 (Alteration) with the City and County of San Francisco.

CONTACT INFORMATION		PROJECT SITE INFORMATION	
Applicant:	Dickson Consulting Group	Project Address:	324 Hugo Street
Attention:	John Lau	Cross Streets:	4th/5th Avenues
Address:	5616 Geary Boulevard	Assessor's Block /Lot No.:	1746/009
City, State:	San Francisco, CA 94121	Zoning District:	RH-2
Telephone:	(415) 831 - 7180	Height-Bulk District:	40-X

Under San Francisco Planning Code Section 311, you, as a property owner or resident within 150 feet of this proposed project, are being notified of this Building Permit Application. You are not obligated to take any action. For more information regarding the proposed work, or to express concerns about the project, please contact the Applicant above or the Planner named below as soon as possible. If your concerns are unresolved, you can request the Planning Commission to use its discretionary powers to review this application at a public hearing. Applications requesting a Discretionary Review hearing must be filed during the 30-day review period, prior to the close of business on the Expiration Date shown below, or the next business day if that date is on a week-end or a legal holiday. If no Requests for Discretionary Review are filed, this project will be approved by the Planning Department after the Expiration Date.

PROJECT SCOPE		
<input type="checkbox"/> DEMOLITION	and/or	<input type="checkbox"/> NEW CONSTRUCTION or <input type="checkbox"/> ALTERATION
<input type="checkbox"/> VERTICAL EXTENSION		<input checked="" type="checkbox"/> CHANGE # OF DWELLING UNITS <input type="checkbox"/> FACADE ALTERATION(S)
<input type="checkbox"/> HORIZ. EXTENSION (FRONT)		<input checked="" type="checkbox"/> HORIZ. EXTENSION (SIDE) <input checked="" type="checkbox"/> HORIZ. EXTENSION (REAR)

PROJECT FEATURES	EXISTING CONDITION	PROPOSED CONDITION
FRONT SETBACK.....	±2'	No Change
SIDE SETBACKS .....	±5' East, ±4' West.....	± 5' East, ± 0' West
BUILDING DEPTH.....	±43'	±66'
REAR YARD .....	±55'	±32'
HEIGHT OF BUILDING (from curb) .....	As Is.....	No Change
NUMBER OF STORIES .....	As Is.....	No Change
NUMBER OF DWELLING UNITS .....	1.....	2
NUMBER OF OFF-STREET PARKING SPACES .....	1+.....	2

### PROJECT DESCRIPTION

The proposal is to expand the existing single-family dwelling towards the rear property line by approximately 24 feet and add one dwelling unit per the enclosed plans. A three-story addition would be approximately 12 feet in depth and a two-story addition would be approximately 12 feet in depth with a roof deck. The proposal was previously noticed between September 29, 2006 and October 29, 2006 without neighborhood opposition. As the permit was not issued within three years of the original Planning Department approval, re-notice of the project is required. The proposal has been modified to eliminate egress stairs and decks from the rear of the building and the east side setback has been retained.

PLANNER'S NAME: Sara Vellve  
 PHONE NUMBER: (415) 558-6263  
 EMAIL: sara.vellve@sfgov.org

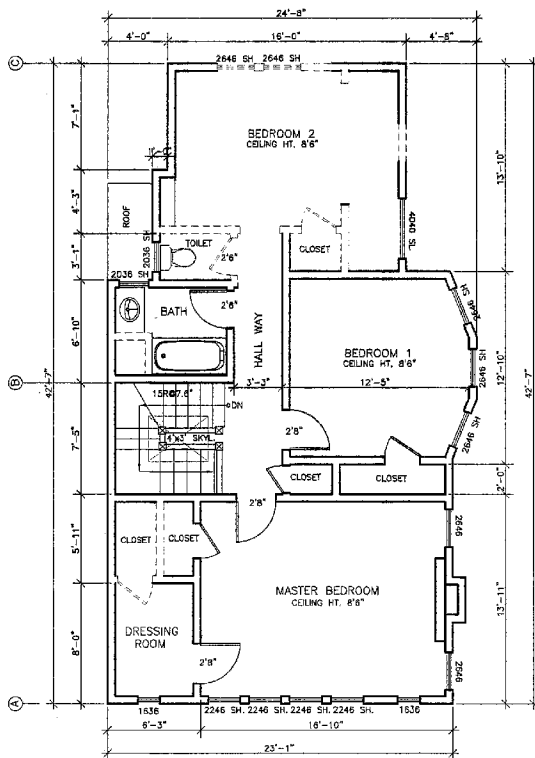
DATE OF THIS NOTICE: 11-3-10  
 EXPIRATION DATE: 12-3-10







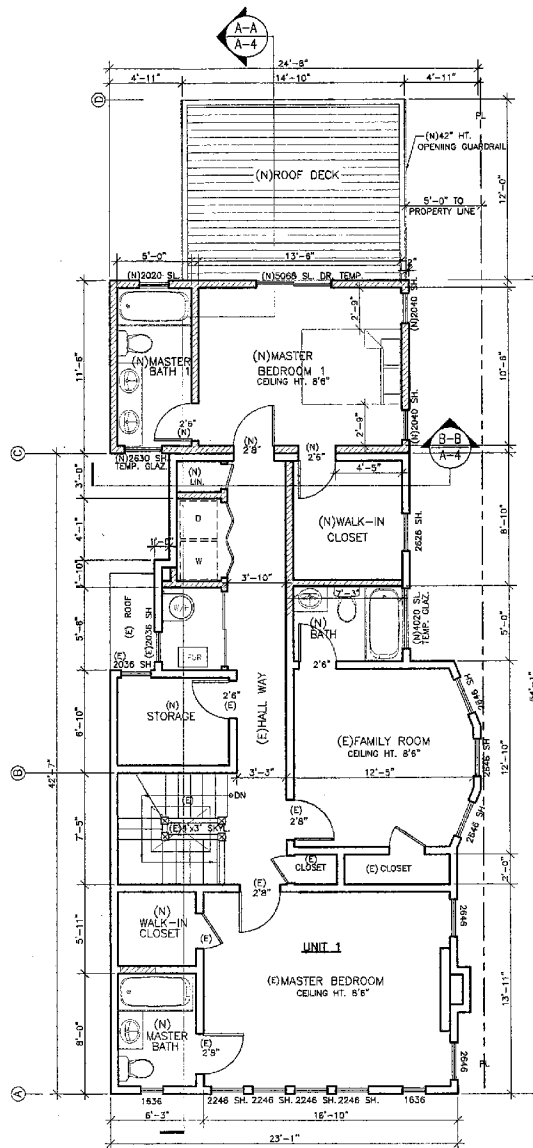




(E) 3RD FLOOR PLAN

SCALE 1/4"=1'-0"

----- WALL OF DEMOLITION



PROPOSED 3RD FLOOR PLAN

SCALE 1/4"=1'-0"

===== NEW WALL



SCALE IN FEET

REVISIONS	BY

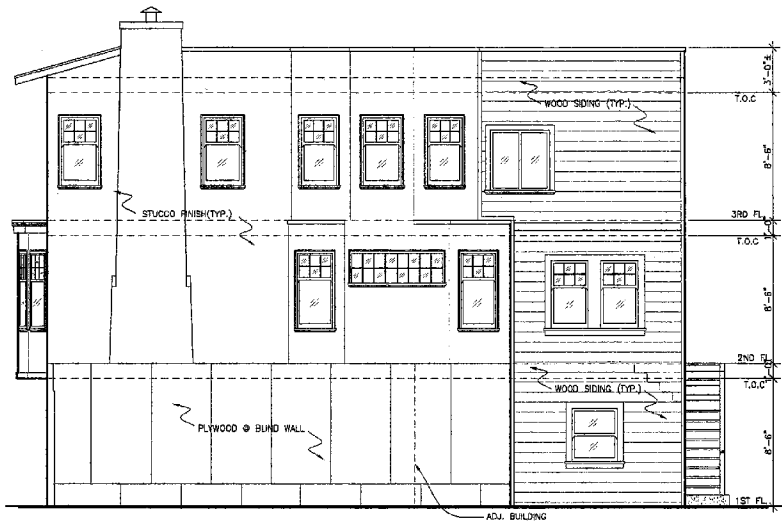
DICKSON  
CONSULTING GROUP  
2018 Camp St., Suite 201  
San Francisco, CA 94122  
Phone: (415) 431-7180  
Fax: (415) 831-7181

EXISTING & PROPOSED 3RD FLOOR PLANS

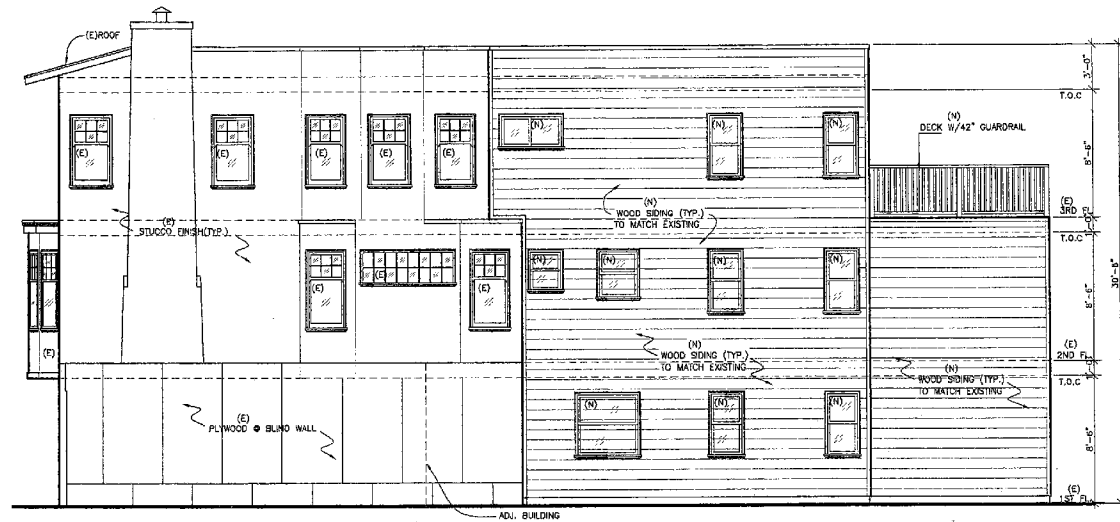
BLOCK 1746, LOT 009  
324 HUGO STREET  
SAN FRANCISCO, CA 94122  
Application #:

DATE	08/20/10
SCALE	AS SHOWN
DRAWN	PL
JOB	
<b>A-4</b>	
OF	SHEETS

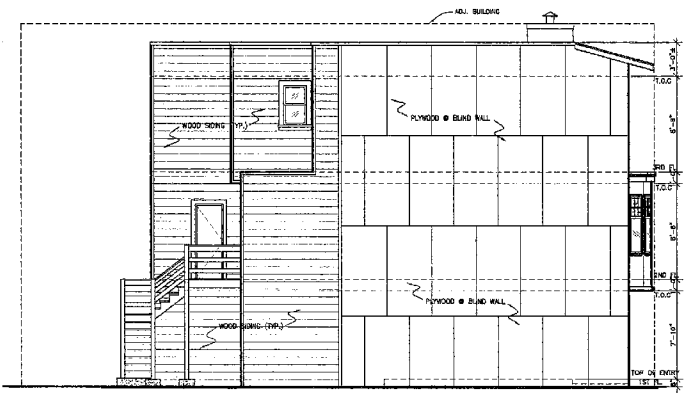




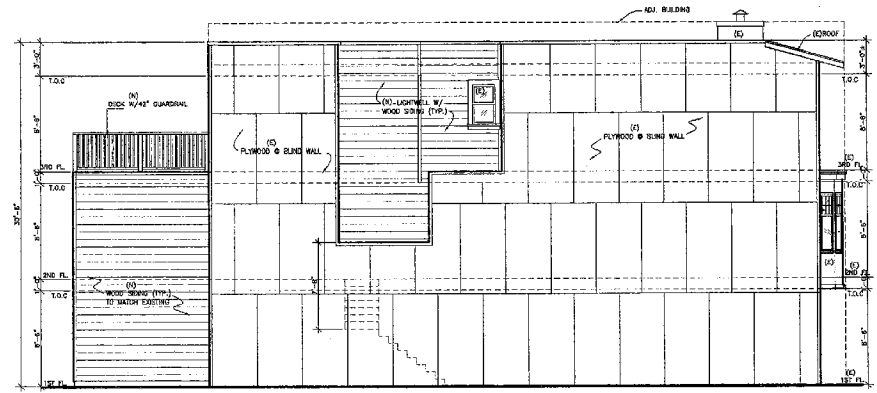
(E) RIGHT ELEVATION  
SCALE 1/4"=1'-0"



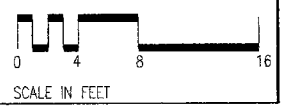
PROPOSED RIGHT ELEVATION  
SCALE 1/4"=1'-0"



(F) LEFT ELEVATION  
SCALE 3/16"=1'-0"



PROPOSED LEFT ELEVATION  
SCALE 3/16"=1'-0"



REVISIONS	BY

DICKSON  
CONSULTING GROUP  
5516 Camp Blvd., Suite 201  
San Francisco, CA 94122  
Phone: (415) 831-7180  
Fax: (415) 831-7181

EXISTING & PROPOSED  
RIGHT & LEFT ELEVATIONS

BLOCK: 746, LOT: 009  
324 HUGO STREET  
SAN FRANCISCO, CA 94122  
Application #:

DATE: 08/20/10  
SCALE: AS SHOWN  
DRAWN: PL  
JOB:                     
A-6  
OF SHEETS

Discretionary Review Application

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APPLICATION REQUESTING DISCRETIONARY REVIEW ("D.R.")

This application is for projects where there are exceptional and extraordinary circumstances that justify further consideration, even though the project already meets requirements of the Planning Code, City General Plan and Priority Policies of the Planning Code.

D.R. Applicant's Name Stephen Williams Telephone No : (415) 292-3656

D.R. Applicant's Address\_ 1934 Divisadero Street (Apt. #)  
Number & Street  
San Francisco, CA 94115  
City Zip Code

D.R. Applicant's telephone number (for Planning Department to contact): (415) 292-3656

If you are acting as the agent for another person(s) in making this request please indicate the name and address of that person(s) (if applicable):

Name Fourth and Hugo Neighbors Telephone No : (415)-661-7222

Address: 1231 4<sup>th</sup> Avenue (Apt. #)  
Number & Street  
San Francisco, CA 94122  
City Zip Code

Address of the property that you are requesting the Commission consider under the Discretionary Review: 324 Hugo Street

Name and phone number of the property owner who is doing the project on which you are requesting D.R.: John Lau 831-7180

Building Permit Application Number of the project for which you are requesting D.R.: 2006.05.04.0670(Alteration)

Where is your property located in relation to the permit applicant's property?  
Directly adjacent to the east.

**A. ACTIONS PRIOR TO A DISCRETIONARY REVIEW REQUEST**

Citizens should make very effort to resolve disputes before requesting D.R. Listed below are a variety of ways and resources to help this happen.

1. Have you discussed this project with the permit applicant? Yes, extensive e-mails from numerous concerned neighbors to the architect John Lau---HOWEVER, for unknown reasons, the Dept did not require the mandatory community outreach and Mr. Lau ignored the directives from the Planner to meet with the neighbors..
2. Did you discuss the project with the Planning Department permit review planner? Yes
3. Did you participate in outside mediation on this case? No
4. If you have discussed the project with the applicant, planning staff or gone through mediation, please summarize the results, including any changes that were made to the proposed project so

RECEIVED

RECEIVED

10.1136D

DEC 03 2010

CITY & COUNTY OF S.F.  
PLANNING DEPARTMENT

DEC 03 2010

CITY & COUNTY OF S.F.  
PLANNING DEPARTMENT  
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## Discretionary Review Application

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far. No changes.

### **B. DISCRETIONARY REVIEW REQUEST**

1. What are the reasons for requesting Discretionary Review? The project meets the minimum standards of the Planning Code. What are the exceptional and extraordinary circumstances that justify Discretionary Review of the project? How does the project conflict with the City's General Plan or the Planning Code's Priority Policies?

The proposed project is in direct violation of the General Plan and Priority Policies to retain the small, affordable, rent-controlled homes in the City's residential neighborhoods. The building was purchased by professional developers---left vacant and abandoned for more than four years-- with the sole intent of greatly expanding it at the expense of the surrounding buildings. The project proposes a startling three story, twenty-four (24') extension into the rear yard. The project site is a "key" lot and is a substandard size lot, accordingly, the proposed "maximum" build out in the shared mid-block green space has a disproportionate negative impact on the surrounding lots and residents.

2. If you believe your property, the property of others or the neighborhood would be adversely affected, please state who would be affected, and how:

We are all diminished when the General Plan and Priority Policies are ignored or skirted. Negative impacts include loss of light and shadows from the large new building addition planned for the lot. The large new proposed building addition is inappropriate to the neighborhood, stark and modern and will add some 50% additional square footage to the existing building. Because this is a "key" lot, shadow from the over whelming bulk and size are negative impacts on the adjacent homes and the stark modern design impacts the entire neighborhood. The new maximum rear yard extension with an added "pop-out" is not compatible with the neighborhood and the character of the existing buildings. At least five other adjacent lots will be impacted by the new structure and a closer review is warranted. This is an issue which has come up time and time again in the Department but has never been answered. What is the policy with development of "key lots?" It has been repeatedly acknowledged by staff and the Department that these lots often raise important questions of development for an entire block. Recently, a staff memo which accompanied the Residential Design Checklist phrased the question as follows:

"Treatment of "key" lots - If you are adjacent to a key lot, does that mean you need to make more adjustments to accommodate your neighbor's key lot than if you were located near the middle of the block? If so, is that fair?"

This is a recurring issue of policy that has not been addressed in the Department. The proposed project treats the subject site as any other development lot and does not acknowledge its unique position as a key lot on this small block. The block has a strong mid-block open space and the proposed project violates the Residential Design Guidelines in that respect. The RDG's states on page 25:

### **Building Scale at the Mid-Block Open Space**

**GUIDELINE:** Design the height and depth of the building to be compatible with the existing building scale at the mid-block open space.

Rear yards provide open space for the residences to which they are attached, and they collectively contribute to the mid-block open space that is visible to most residents of the block. This visual open space can be a significant community amenity.

10.1136D

## Discretionary Review Application

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The height and depth of a building expansion into the rear yard can impact the mid-block open space. Even when permitted by the Planning Code, building expansions into the rear yard may not be appropriate if they are uncharacteristically deep or tall, depending on the context of the other buildings that define the mid-block open space. An out-of-scale rear yard addition can leave surrounding residents feeling "boxed-in" and cut-off from the mid-block open space. The following design modifications may reduce the impacts of rear yard expansions; other modifications may also be appropriate depending on the circumstances of a particular project:

- Set back upper floors to provide larger rear yard setbacks.
- Notch the building at the rear or provide setbacks from side property lines.
- Reduce the footprint of the proposed building or addition.

The proposed project literally "boxes off" the buildings at 1249 4<sup>th</sup> Avenue and 1239-1241 4<sup>th</sup> Avenue (and 1235-1237 4<sup>th</sup> Avenue partially) from the mid-block open space and the rest of the block. A thirty foot tall wall will now be at the rear fence line of these buildings. The architect's drawings do not depict any of these impacts and do not show the adjacent buildings which are located on 4<sup>th</sup> Avenue.

3. What alternatives or changes to the proposed project, beyond the changes (if any) already made would respond to the exceptional and extraordinary circumstances and reduce the adverse effects noted above (in question B1)?

If a new project is built, the size and depth (which is at the absolute max of 55% *plus* a two story "pop-out") of the building must be reduced. A smaller rear yard extension with a one-story pop-out should be designed to have some compatibility with the neighborhood. The key lot situation should be addressed and a new building addition placed on its site so it responds to its position on the block and to the placement of surrounding buildings. The rear yard should be much larger and the new building much shorter and stepping down to the rear with perhaps some side setbacks to the west to reduce the "looming" effect of a new building in the rear yards of the buildings lining 4<sup>th</sup> Avenue.

Please write (in ink) or type your answers on this form. Please feel free to attach additional sheets to this form to continue with any additional information that does not fit on this form.

### CHECKLIST FOR APPLICANT:

Indicate which of the following are included with this Application:

#### REQUIRED:

- x Check made payable to Planning Department (see current fee schedule).
- x Address list for nearby property owners, in label format, plus photocopy of labels.
- X Letter of authorization for representative/agent of D.R. applicant (if applicable).
- x Photocopy of this completed application.

#### OPTIONAL:

- Photographs that illustrate your concerns.
- Covenants or Deed Restrictions.
- Other Items (specify).

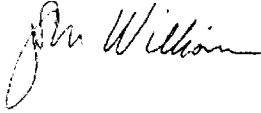
10-11300



Discretionary Review Application  
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**File this objection in person at the Planning Information Center.** If you have **questions** about this form, please contact Information Center Staff from 8 a.m. to 5 p.m., Monday to Friday.

**Plan to attend the Planning Commission public hearing which must be scheduled after the close of the public notification period for the permit.**



Signed

Stephen Williams--Applicant \_\_\_\_\_

Date: December 3, 2010

10.1134D