



# SAN FRANCISCO PLANNING DEPARTMENT

**MEMO**

**DATE:** April 20, 2017  
**TO:** Daniel Paris  
**FROM:** Joy Navarrete, Planning Department  
**RE:** PPA Case No. 2017-001075PPA for 2453 Sacramento Boulevard

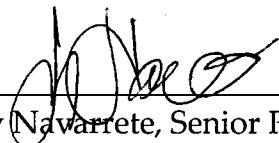
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Please find the attached Preliminary Project Assessment (PPA) for the address listed above. You may contact the staff contact, Jenny Delumo, at (415) 547-9146 or [jenny.delumo@sfgov.org](mailto:jenny.delumo@sfgov.org), to answer any questions you may have, or to schedule a follow-up meeting.

  
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Joy Navarrete, Senior Planner



# SAN FRANCISCO PLANNING DEPARTMENT

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## Preliminary Project Assessment

*Date:* April 20, 2017  
*Case No.:* **2017-001075PPA**  
*Project Address:* 2453 Sacramento Street  
*Block/Lot:* 0636/037  
*Zoning:* NCD (Upper Fillmore Neighborhood Commercial District)  
40-X Height and Bulk District  
*Area Plan:* N/A  
*Project Sponsor:* Daniel Paris  
(415) 497-2300  
*Staff Contact:* Jenny Delumo – (415) 575-9146  
Jenny.Delumo@sfgov.org

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### DISCLAIMERS:

This Preliminary Project Assessment (PPA) letter provides feedback to the project sponsor from the Planning Department regarding the proposed project described in the PPA application submitted on January 20, 2017, as summarized below. This PPA letter identifies Planning Department review requirements for the proposed project, including those related to environmental review, approvals, neighborhood notification and public outreach, the Planning Code, project design, and other general issues of concern for the project. Please be advised that the PPA application does not constitute an application for development with the Planning Department. The PPA letter also does not represent a complete review of the proposed project, does not grant a project approval of any kind, and does not in any way supersede any required Planning Department approvals listed below.

The Planning Department may provide additional comments regarding the proposed project once the required applications listed below are submitted. While some approvals are granted by the Planning Department, some are at the discretion of other bodies, such as the Planning Commission or Historic Preservation Commission. Additionally, it is likely that the project will require approvals from other City agencies such as the Department of Building Inspection, Public Works, the Municipal Transportation Agency, Department of Public Health, San Francisco Public Utilities Commission, and others. The information included herein is based on the PPA application and plans, the Planning Code, General Plan, Planning Department policies, and local/state/federal regulations as of the date of this document, all of which are subject to change.

### PROJECT DESCRIPTION:

The proposal is to remove the existing surface parking lot and construct an approximately four-story, 40-foot-tall, 15,250 square foot residential building with seven dwelling units. The proposed project would provide seven vehicle parking spaces within a 3,000-square-foot basement-level garage. Seven Class I bicycle parking spaces would also be located on the basement level. The project would remove an existing curb cut on Sacramento Street, and add a new curb cut on Sacramento Street to provide access to

the proposed garage. The proposed project would include excavation of approximately 1,500 cubic yards of soil to an estimated depth of 10 feet below grade.

## ENVIRONMENTAL REVIEW:

In compliance with the California Environmental Quality Act (CEQA), the environmental review process must be completed before any project approval may be granted. This review may be done in conjunction with the required approvals listed below. In order to begin formal environmental review, please submit an Environmental Evaluation Application (EEA) for the full scope of the project. EEAs are available in the Planning Department lobby at 1650 Mission Street, Suite 400, at the Planning Information Center at 1660 Mission Street, and online at [www.sfplanning.org](http://www.sfplanning.org) under the "Publications" tab. See "Environmental Applications" on page 2 of the current Fee Schedule for calculation of environmental application fees.<sup>1</sup> Note that until an entitlement application is submitted to the Current Planning Division, only the proposed Project Description will be reviewed by the assigned Environmental Coordinator.

If the additional analysis outlined below indicates that the project would not have a significant effect on the environment, the project could be eligible for a Class 32 infill development categorical exemption under CEQA Guidelines Section 15332. If a Class 32 exemption is appropriate, Environmental Planning staff will prepare a certificate of exemption.

If it is determined that the project could result in a significant impact, an initial study would be prepared. The initial study may be prepared either by an environmental consultant from the Department's environmental consultant pool or by Department staff. Should you choose to have the initial study prepared by an environmental consultant, contact Jessica Range at (415) 575-9018 for a list of three eligible consultants. If the initial study finds that the project would have a significant impact that could be reduced to a less-than-significant level by mitigation measures agreed to by the project sponsor, then the Department would issue a preliminary mitigated negative declaration (PMND). The PMND would be circulated for public review, during which time concerned parties may comment on and/or appeal the determination. If no appeal is filed, the Planning Department would issue a final mitigated negative declaration (FMND). Additional information regarding the environmental review process can be found at: <http://www.sf-planning.org/modules/showdocument.aspx?documentid=8631>.

If the initial study indicates that the project would result in a significant impact that cannot be mitigated to below a significant level, an EIR will be required. An EIR must be prepared by an environmental consultant from the Planning Department's environmental consultant pool ([http://www.sfplanning.org/ftp/files/MEA/Environmental\\_consultant\\_pool.pdf](http://www.sfplanning.org/ftp/files/MEA/Environmental_consultant_pool.pdf)). The Planning Department will provide more detail to the project sponsor regarding the EIR process should this level of environmental review be required.

Below is a list of topic areas addressed through the environmental review process. Some of these would require additional study based on the preliminary review of the project as it is proposed in the PPA application.

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<sup>1</sup> San Francisco Planning Department. *Schedule for Application Fees*. Available online at: [http://forms.sfplanning.org/Fee\\_Schedule.pdf](http://forms.sfplanning.org/Fee_Schedule.pdf).

1. **Historic Resources.** The project site is a surface parking lot in the Upper Fillmore Neighborhood Commercial District and was included in the Department's Neighborhood Commercial Building Survey (not adopted). This area was identified as the Upper Fillmore Cluster, a potential historic district that merits future research and evaluation, and is considered to be a potential historic resource. Therefore, the proposed new construction is subject to review by the Department's Historic Preservation staff. The Department's Historic Preservation staff will review the proposed project; a Historic Resource Evaluation (HRE) report is not required.
2. **Archeological Resources.** The proposed project would include excavation to a depth of 10 feet below grade. Therefore, the proposed project would require Preliminary Archeological Review (PAR) by a Planning Department archeologist. To aid this review the Department archeologist may request a Preliminary Archeological Sensitivity Assessment (PASS) by a Department Qualified Archeological Consultant, subject to the review and approval by the Department archeologist. The Department archeologist will provide three names from the Qualified Archeological Consultant list if the PASS is required. The PAR will assess the archeological sensitivity of the project site based on in-house source material and will consider the potential for archeological impacts resulting from proposed soils disturbance. Please provide detailed information, including sections, proposed soils-disturbing activities, such as grading, excavation, installation of foundations, soils improvement, and site remediation in the EEA, and submit any available geotechnical/soils or phase II hazardous materials reports prepared for the project to assist in this review. If the Department archeologist determines that the project has a potential to adversely affect archeological resources, the PAR will identify additional measures needed to address the potential effect. These measures may include preparation of an archeological research design and treatment plan, implementation of one of the Planning Department's three standard archeological mitigation measures (archeological testing, monitoring, or accidental discovery), or other appropriate measures.
3. **Tribal Cultural Resources.** Tribal cultural resources (TCRs) are a class of resource established under the California Environmental Quality Act (CEQA) in 2015. TCRs are defined as a site, feature, place, cultural landscape, sacred place or object with cultural value to a California Native American tribe, that is either included on or eligible for inclusion in the California Register of Historical Resources or a local historic register, or is a resource that the lead agency, at its discretion and supported by substantial evidence, determines is a TCR. Planning Department staff will review the proposed project to determine if it may cause an adverse effect to a TCR; this will occur in tandem with preliminary archeological review. No additional information is needed from the project sponsor at this time. Consultation with California Native American tribes regarding TCRs may be required at the request of the tribes. If staff determines that the proposed project may have a potential significant adverse impact on a TCR, mitigation measures will be identified and required. Mitigation measures may include avoidance, protection, or preservation of the TCR and development of interpretation and public education and artistic programs.
4. **Transportation.** Based on the PPA submittal, a transportation impact study is not anticipated; an official determination will be made subsequent to submittal of the EEA. In order to facilitate that determination, Planning staff have the following comments:

- Identify and include the dimensions of existing and proposed sidewalks and curb cuts on project plans.
  - Clarify proposed vehicle parking access and the number of existing and proposed parking spaces on project plans.
  - Clearly identify where all seven Class I bicycle parking spaces would be located.
  - Include adjacent bus stops on project plans.
  - Include street names clearly on project plans.
5. **Noise.** Construction noise is subject to the San Francisco Noise Ordinance (Article 29 of the San Francisco Police Code), which includes restrictions on noise levels of construction equipment and hours of construction. If pile driving is to be used during construction, measures to reduce construction noise may be required as part of the proposed project. The EEA should provide a construction schedule and indicate whether pile driving or other particularly noisy construction methods are required.
6. **Air Quality.** The proposed project's seven dwelling units are below the Bay Area Air Quality Management District's (BAAQMD) construction screening levels for criteria air pollutants.<sup>2</sup> Therefore, an analysis of the project's criteria air pollutant emissions is not likely to be required. Please provide detailed information related to construction equipment, phasing and duration of each phase, and volume of excavation as part of the EEA.

Project-related demolition, excavation, grading and other construction activities may cause wind-blown dust that could contribute particulate matter into the local atmosphere. To reduce construction dust impacts, the proposed project will be required to adhere to the dust control requirements set forth in the Construction Dust Ordinance contained in San Francisco Health Code Article 22B and San Francisco Building Code Section 106.A.3.2.6.

The project site is not located within an Air Pollutant Exposure Zone, as mapped and defined by Health Code, Article 38. The Air Pollutant Exposure Zone identifies areas with poor air quality based on modeling of air pollution, exposures, and health vulnerability from mobile, stationary, and area source emissions within San Francisco. Given that the project site is not within an Air Pollutant Exposure Zone, no additional measures or analysis related to local health risks are anticipated. However, if the project would include new sources of toxic air contaminants including, but not limited to, emissions from diesel generators or boilers, or any other stationary sources, the project would result in toxic air contaminants that may affect both on-site and off-site sensitive receptors. Please provide detailed information related to any proposed stationary sources with the EEA.

7. **Greenhouse Gases.** *The City and County of San Francisco's Strategies to Address Greenhouse Gas Emissions* presents a comprehensive assessment of policies, programs, and ordinances that represents San Francisco's Qualified Greenhouse Gas (GHG) Reduction Strategy. Projects that are consistent with San Francisco's Qualified GHG Reduction Strategy would result in less-than-significant impacts from GHG emissions. In order to facilitate a determination of compliance with San Francisco's Qualified GHG Reduction Strategy, the Planning Department has prepared a Greenhouse Gas

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<sup>2</sup> BAAQMD, *CEQA Air Quality Guidelines*, May 2011, Chapter 3.

Analysis Compliance Checklist.<sup>3</sup> The project sponsor is required to submit the completed table regarding project compliance with the identified regulations and provide project-level details in the discussion column. This information will be reviewed by the environmental planner during the environmental review process to determine if the project would comply with San Francisco's Greenhouse Gas Reduction Strategy. Projects that do not comply with an ordinance or regulation may be determined to be inconsistent with the Greenhouse Gas Reduction Strategy.

8. **Shadow.** The proposed project would not result in construction of a building greater than 40 feet in height. Additionally, a preliminary shadow fan analysis prepared by Planning Department staff indicates that the proposed project would not cast shadows on Recreation and Park property subject to Section 295, or other public open spaces. Therefore, a detailed shadow study is not likely to be required.
9. **Geology.** A geotechnical study prepared by a qualified consultant must be submitted with the EEA. The study should address whether the site is subject to seismic hazards, and should provide recommendations for any geotechnical concerns identified in the study. In general, compliance with the building codes would avoid the potential for significant impacts related to structural damage, ground subsidence, liquefaction, landslides, and surface settlement. To assist Planning Department staff in determining whether the project would result in environmental impacts related to geological hazards, it is recommended that you provide a copy of the geotechnical information with boring logs for the proposed project. This study will also help inform the Planning Department Archeologist of the project site's subsurface geological conditions.
10. **Hazardous Materials.** The proposed project would introduce new residential uses to the project site and implementation of the project would require excavation of more than 50 cubic yards of soil. However, the project site is not located on the Maher map and is not suspected of containing subsurface soil or groundwater contamination. However, please submit a Phase I Environmental Site Assessment (ESA) that documents prior land uses on the project site. The Phase I ESA would determine the potential for site contamination and level of exposure risk associated with the project. In the event that potential subsurface contamination is suspected at the project site, the project would be subject to Article 22A of the Health Code, also known as the Maher Ordinance. The Maher Ordinance, which is administered and overseen by DPH, would require additional coordination with DPH to potentially perform soil and/or groundwater sampling and analysis, as well as remediation of any site contamination, if required. These steps are required to be completed prior to the issuance of any building permit.
11. **Disclosure Report for Developers of Major Projects.** The San Francisco Ethics Commission S.F. Camp. & Govt. Conduct Code § 3.520 et seq. requires developers to provide the public with information about donations that developers make to nonprofit organizations that may communicate with the City and County regarding major development projects. This report must be completed and filed by the developer of any "major project." A major project is a real estate development project located in the City and County of San Francisco with estimated construction costs exceeding

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<sup>3</sup> Refer to <http://sf-planning.org/index.aspx?page=1886> for latest "Greenhouse Gas Compliance Checklist for Private Development Projects."

\$1,000,000 where either: (1) The Planning Commission or any other local lead agency certifies an EIR for the project; or (2) The project relies on a program EIR and the Planning Department, Planning Commission, or any other local lead agency adopts any final environmental determination under CEQA. A final environmental determination includes: the issuance of a Community Plan Exemption (CPE); certification of a CPE/EIR; adoption of a CPE/Final Mitigated Negative Declaration; or a project approval by the Planning Commission that adopts CEQA Findings. (In instances where more than one of the preceding determinations occurs, the filing requirement shall be triggered by the earliest such determination.) A major project does not include a residential development project with four or fewer dwelling units. The first (or initial) report must be filed within 30 days of the date the Planning Commission (or any other local lead agency) certifies the EIR for that project or, for a major project relying on a program EIR, within 30 days of the date that the Planning Department, Planning Commission, or any other local lead agency adopts a final environmental determination under CEQA. Please submit a Disclosure Report for Developers of Major City Projects to the San Francisco Ethics Commission. This form can be found at the Planning Department or online at <http://www.sfethics.org>.

#### PRELIMINARY PLANNING CODE AND PROCEDURAL COMMENTS:

The following comments address preliminary Planning Code issues that may substantially affect the design and massing of the proposed project:

1. **Rear Yard.** Planning Code Section 134 requires properties within the Upper Fillmore Neighborhood Commercial District to maintain a rear yard of at least 25 percent of the lot depth or 15 feet, whichever is greater. As proposed, the project meets this requirement.
2. **Open Space.** Planning Code Section 135 requires 100 square feet of common useable open space per dwelling unit in the Upper Fillmore Neighborhood Commercial District. Further, any space credited as common usable open space must be at least 15 feet in every horizontal dimension and have a minimum area of 300 square feet. As proposed, the project meets this requirement.
3. **Dwelling Unit Exposure.** Planning Code Section 140 requires that each dwelling unit face directly onto a public right-of-way, code-complying rear yard, or an appropriately sized courtyard. As proposed, the project meets this requirement.
4. **Street Frontages in Neighborhood Commercial Districts.** Planning Code Section 145.1 requires active uses on the ground floor in Neighborhood Commercial Districts. The proposed ground floor residential unit does not qualify as an active use as it does not feature direct walk-up access from a public sidewalk. Redesign the ground floor residential unit to comply with the active use requirement or replace with another active use as defined in Planning Code Section 145.1(b)(2).
5. **Vehicle Parking.** Planning Code Section 151 requires the project to provide one off-street vehicle parking space per dwelling unit. As proposed, the project meets this requirement.
6. **Curb Cut Standards.** Planning Code Section 155 requires driveways crossing sidewalks to be arranged, to the extent practical, so as to minimize conflicts with pedestrian and transit movements. The proposed curb cut appears to be located within an existing MUNI bus stop and may not be permitted by the San Francisco Municipal Transportation Agency (SFMTA). Please consult with SFMTA regarding the proposed curb cut prior to submitting this project to the Planning Department.

7. **Bicycle Parking (Class I).** Planning Code Section 155 requires this project to provide at least seven Class I bicycle parking spaces. The proposed plans appear to show only four Class I bicycle parking. Revise the plans to clearly show at least seven Class I bicycle parking spaces.
8. **Bicycle Parking (Class II).** Planning Code Section 155 requires the project to provide at least one Class II bicycle parking space provided through on-street bicycle racks; however, SFMTA has final authority on the type, placement and number of Class II bicycle racks within the public right of way. Prior to issuance of first architectural addenda, you will be required contact the SFMTA Bike Parking Program at [bikeparking@sfmta.com](mailto:bikeparking@sfmta.com) to coordinate the installation of on-street bicycle racks and ensure that the proposed bicycle racks meet the SFMTA's bicycle parking guidelines. Depending on local site conditions and anticipated demand, SFMTA may request the project sponsor pay an in-lieu fee for Class II bike racks required by the Planning Code. The SFMTA bicycle parking guidelines can be found at: <https://www.sfmta.com/services/streets-sidewalks/installation-requests/bicycle-racks-corrals>.
9. **Height Exemptions.** Planning Code Section 260(b) identifies building features that are permitted to exceed the subject site's 40-foot height limit. The proposed rooftop atrium is not consistent with any of these exceptions and therefore must be removed. The sum of all other permitted height exemptions shall not exceed 20 percent of the horizontal area of the roof.
10. **Transportation Demand Management (TDM) Program.** The TDM Program was adopted by the Board of Supervisors in February 2017, and it took effect on March 19, 2017. The proposed project consists of seven dwelling units and is therefore not subject to the TDM Program.
11. **Better Roofs Ordinance.** In 2016, San Francisco became the first major city in the U.S. to require the installation of renewable energy facilities or living roofs on new buildings. The Better Roofs Ordinance will require between 15 percent and 30 percent of roof space to incorporate solar (photo voltaic and/or solar thermal systems), living (green) roofs, or a combination of both. The legislation went into effect January 2017. The Ordinance provides guidance for developers, designers, and/or owners might best utilize rooftop space; ideally, projects should pursue holistic design and amenity enhancements for 100 percent of usable roof space that include open space, habitat, stormwater management, urban agriculture, and other beneficial uses. Please see the Planning Department's Living Roof Manual to learn more: <http://sf-planning.org/san-francisco-living-roofs>.
12. **Sustainability and Green Building.** San Francisco has a suite of existing sustainability related regulations, including recycling and composting, solar, and more details outlined in the San Francisco Green Building Code (GBC). Per the GBC, this project must meet the standards of LEED Silver or the equivalent GreenPoint rating system. It is recommended that the project sponsor work with the San Francisco Planning, Building, and Environment departments to determine the most beneficial mix of green building strategies that meet or exceed all current requirements, and best fit the local context. This especially includes the provision of renewable energy on site (PV and solar thermal), living roofs and walls, non-potable water reuse, healthy environments (non-toxic building materials), and other innovative approaches to enhancing performance of the City's environment. The City also encourages projects to maximize energy and water efficiencies, consider zero carbon strategies such as all-electric buildings, and commit to green power purchases for 100 percent GHG-free electricity. As with non-potable water systems, projects are recommended to consider district-scale energy opportunities on site and in coordination with neighbors.



13. **Refuse Collection and Loading.** San Francisco is a national leader in diverting waste from landfills, has a Mandatory Recycling and Composting Ordinance, and has a goal to achieve zero waste by 2020. In this, the City requires all buildings to be designed with spaces for collecting and loading recycling and composting in common and private areas, and make these options as or more convenient than waste disposal. More information on the complete suite of the City's Zero Waste legislation may be found here: <http://sfenvironment.org/zero-waste/overview/legislation>. Please also see the Guidance on Recycling Design (page 3) resources for designing appropriate areas: [http://sfenvironment.org/sites/default/files/fliers/files/sfe\\_zw\\_ab088.pdf](http://sfenvironment.org/sites/default/files/fliers/files/sfe_zw_ab088.pdf). Free design and implementation assistance is available from the San Francisco Department of the Environment's Zero Waste Team by calling 415-355-3700.

## PRELIMINARY DESIGN COMMENTS:

The following comments address preliminary design issues that may substantially affect the proposed project:

1. **Street Frontage.** The Planning Department requests a reconfiguration and public entry from the street to the ground floor residential unit. Please refer to the Department's draft Ground Floor Residential Design Guidelines ([http://www.sf-planning.org/ftp/files/publications\\_reports/Guidelines for Groundfloor Residential Design.pdf](http://www.sf-planning.org/ftp/files/publications_reports/Guidelines%20for%20Groundfloor%20Residential%20Design.pdf)) for how to create a landscaped entry and buffer space between the public right-of-way and the interior of the unit. As the building height restricts the ability to make this unit at the height of the sidewalk, a more gracious entry court may be required.

Consider providing a commercial use in lieu of the parking entrance.

2. **Architecture.** The Planning Department recommends addressing and reinforcing the verticality of the front façade through changes in the form and modulation. Note the adjacent Neighborhood Commercial area nearby for its sense of building element rhythm, proportion, scale, and materials (wood, stucco, and masonry). While the façade has depth, the windows themselves should be detailed to provide a sense of wall depth as well. As the side façade is anticipated to be seen from the public realm, it should be designed volumetrically or with elements that create visual interest.

## DEVELOPMENT FEES:

This project will be subject to various impact fees. Please refer to the Planning Director's Bulletin No. 1 ([http://default.sfplanning.org/publications\\_reports/DirectorsBulletin01\\_Impact\\_Fees-April2016.pdf](http://default.sfplanning.org/publications_reports/DirectorsBulletin01_Impact_Fees-April2016.pdf)) for an overview of Development Impact Fees, and to the Department of Building Inspection's Development Impact Fee webpage (<http://sfdbi.org/development-impact-fee-collection-process-procedure>) for more information about current rates. Please note that this list only reflects fees and requirements referenced in the Planning Code. For projects in ongoing plan areas (e.g. Central SoMa, the Hub, etc.) the below list may not accurately reflect all fees that may become applicable to this project.

Based on an initial review of the proposed project, the following impact fees, which are assessed by the Planning Department, will be required:

1. **Residential Child Care Impact Fee (§414A).** Residential developments in the City are benefitted by the availability of childcare for persons residing in such developments. However, the supply of childcare in the City has not kept pace with the demand for childcare created by new residents. Due to this shortage of childcare, residents unable to find accessible and affordable quality childcare will be forced either to live where such services are available outside of San Francisco or leave the work force, in some cases seeking public assistance to support their children. In either case, there will be a detrimental effect on San Francisco's economy and its quality of life.

The current rate of this fee is \$0.96/GSF; the amount of this fee is subject to annual indexing and may differ at the time of assessment.

#### AFFORDABLE HOUSING:

1. **Inclusionary Affordable Housing (§415).** The project proposes fewer than 10 dwelling units and therefore does not trigger the Inclusionary Affordable Housing requirements of the Planning Code.
2. **HOME-SF Program.** The City of San Francisco is in the process of developing a program that would offer a local mechanism to implement the State Density Bonus law (Government Code Section No. 65915) and is currently considering additional program options, including a component which offers density and development incentives for provision of middle income housing. This parcel is located within the proposed program study area, and the proposed project could receive density and other development incentives commensurate with provision of on-site affordable housing if consistent with the rules of the proposed program. Please refer to the HOME-SF Program website ([www.sfplanning.org/AHBP](http://www.sfplanning.org/AHBP)) for the latest information on the program, draft legislation, proposed schedule, and related information.

#### PLANNING DEPARTMENT APPROVALS:

The project requires the following Planning Department approvals. These approvals may be reviewed in conjunction with the required environmental review, but may not be granted until after the required environmental review is completed.

1. A **Building Permit Application** is required for the proposed new construction on the subject property.

All applications are available in the Planning Department lobby at 1650 Mission Street, Suite 400, at the Planning Information Center at 1660 Mission Street, and online at [www.sfplanning.org](http://www.sfplanning.org). Building Permit Applications are available at the Department of Building Inspection at 1660 Mission Street.

#### NEIGHBORHOOD NOTIFICATIONS AND OUTREACH:

Project Sponsors are encouraged, and in some cases required, to conduct public outreach with the surrounding community and neighborhood groups early in the development process. Additionally, many approvals require a public hearing with an associated neighborhood notification. Differing levels of neighborhood notification are mandatory for some or all of the reviews and approvals listed above.

This project is required to conduct a **Pre-Application Meeting** with surrounding neighbors and registered neighborhood groups before a development application may be filed with the Planning Department. The Pre-application packet, which includes instructions and template forms, is available at [www.sfplanning.org](http://www.sfplanning.org) under the "Permits & Zoning" tab. All registered neighborhood group mailing lists are available online at [www.sfplanning.org](http://www.sfplanning.org) under the "Resource Center" tab.

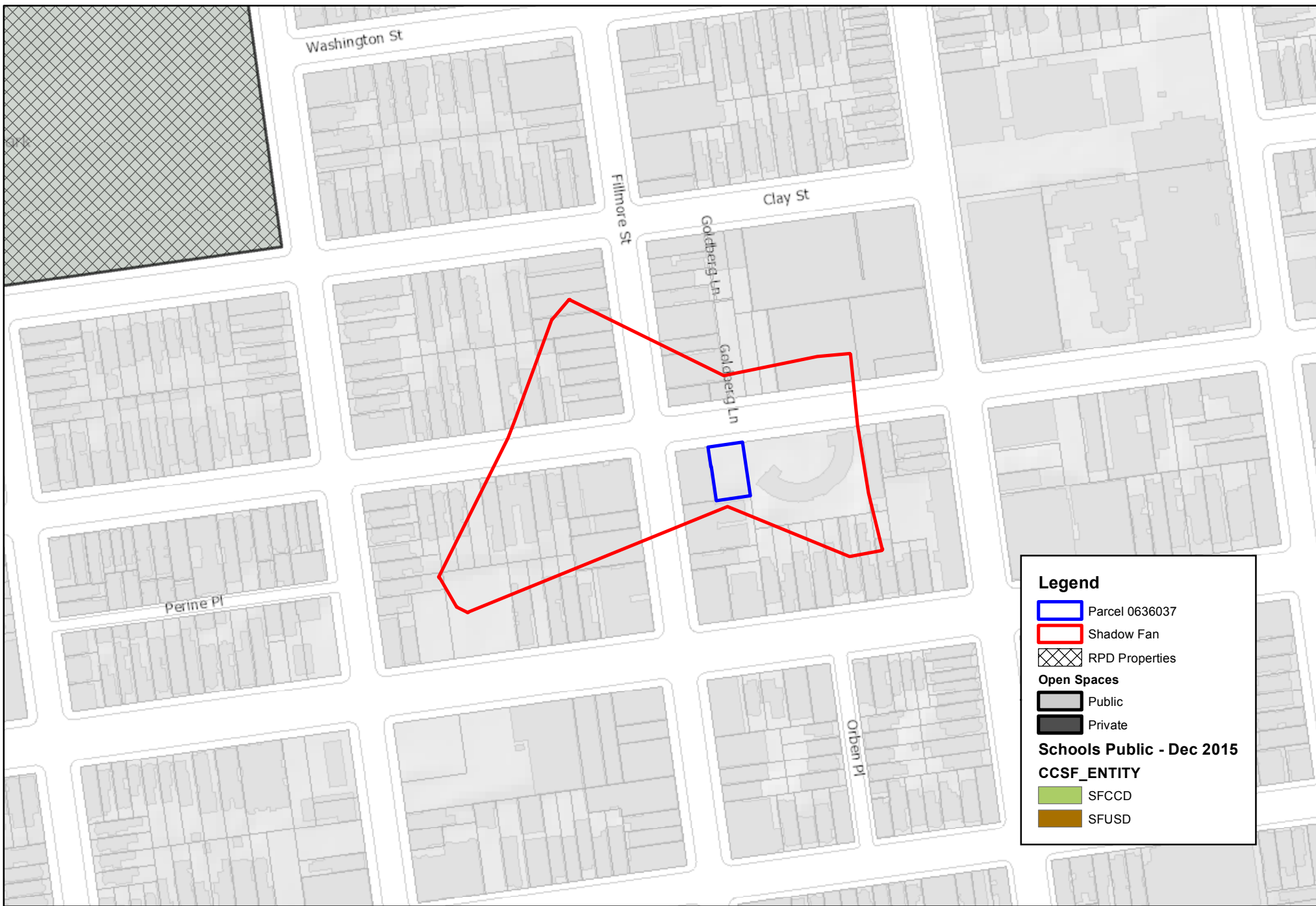
Once the project is submitted and determined to be in compliance with all applicable provisions of the Planning Code and any applicable design guidelines, a **Neighborhood Notification** pursuant to **Planning Code Section 312** is required. This 30-day notification will be administered by the Planning Department.

#### PRELIMINARY PROJECT ASSESSMENT EXPIRATION:

This Preliminary Project Assessment is valid for a period of **18 months**. An Environmental Evaluation or Building Permit Application, as listed above, must be submitted no later than **October 20, 2018**. Otherwise, this determination is considered expired and a new Preliminary Project Assessment is required. Such applications and plans must be generally consistent with those found in this Preliminary Project Assessment.

Enclosure:      Shadow Fan

cc: Vera Cort, Property Owner  
Wayne Farrens, Current Planning  
Jenny Delumo, Environmental Planning  
Scott Edmondson, Citywide Planning and Analysis  
Maia Small, Design Review  
Jonas Ionin, Planning Commission Secretary  
Charles Rivasplata, SFMTA  
Jerry Sanguinetti, Public Works  
Pauline Perkins, SFPUC  
Planning Department Webmaster ([webmaster.planning@sfgov.org](mailto:webmaster.planning@sfgov.org))



Title: 2453 Sacramento Street (2017-001075PPA)  
 Comments: Proposed Building Height: 40' tall (50' tall with elevator and stair penthouses)

Printed: 11 April, 2017



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