



# SAN FRANCISCO PLANNING DEPARTMENT

**MEMO**

**DATE:** June 21, 2017  
**TO:** Suheil Shatara, Shatara Architecture, Inc.  
**FROM:** Joy Navarrete, Planning Department  
**RE:** PPA Case No. 2017-003622PPA for 875 Sansome Street

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

Reception:  
**415.558.6378**

Fax:  
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Please find the attached Preliminary Project Assessment (PPA) for the address listed above. You may contact the staff contact, Christopher Espiritu, at (415) 575-9022 or [Christopher.Espiritu@sfgov.org](mailto:Christopher.Espiritu@sfgov.org), to answer any questions you may have, or to schedule a follow-up meeting.

A handwritten signature in black ink, appearing to read "Joy Navarrete", written over a horizontal line.

Joy Navarrete, Senior Planner





# SAN FRANCISCO PLANNING DEPARTMENT

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## Preliminary Project Assessment

*Date:* June 21, 2017  
*Case No.:* **2017-003622PPA**  
*Project Address:* 875 Sansome Street  
*Block/Lot:* 0164/001  
*Zoning:* C-2 (Community Business)  
Washington-Broadway SUD  
65-A  
*Area Plan:* n/a  
*Project Sponsor:* Suheil Shatara, Shatara Architecture, Inc.  
(415) 512-7566  
*Staff Contact:* Christopher Espiritu, (415) 575-9022  
[Christopher.Espiritu@sfgov.org](mailto:Christopher.Espiritu@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 March 22, 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 proposed project would include the demolition of an existing two-story office building and the construction of a new six-story mixed-use building. The project would include approximately 4,200 square feet (sq ft) for ground floor retail space, approximately 4,200 sq ft for office space on the second, third, and fourth levels, and approximately 8,400 sq ft for residences on the fifth and sixth, with a total of

six Residential Units. The proposed building would be approximately 65 feet tall and would not include any vehicle or bicycle parking spaces on site.

### PRELIMINARY PROJECT COMMENTS:

The following comments address general issues that may affect the proposed project.

1. **Washington-Broadway Special Use District.** The project site is located in a Special Use District (S.U.D.), which has a dedicated F.A.R. ratio of 5 to 1 and places restrictions on automobile and parking-related uses. Because the current proposal does not include either a garage or surface parking, it appears the parking conditions of the S.U.D. would not apply to the proposal. However, per Planning Code Section 210.1, the F.A.R. limitation of 5 to 1 for the Washington-Broadway S.U.D. would apply to the proposed project.

Based on discrepancies between gross square footage calculations in the plan set, dated 03-08-2017, versus the Preliminary Project Application's Project Summary Table, it appears the current proposal to construct a six-story building may exceed the maximum allowable 5 to 1 F.A.R. The Site Plan shows a 4,037 s.f. lot area, which would allow for a maximum F.A.R. of 20,185 s.f. The project team should verify prior to submittal that the building's total square footage does not exceed the allowable F.A.R. for the lot.

2. **Residential Density.** Per Planning Code Sec. 210.1, the permitted residential density for properties located in the C-2 Zoning District is based on the nearest R District's permitted dwelling unit density. The nearest R District to the subject property is an RH-3 Zoning District located northwest of the site on Prescott Court. Based on RH-3 zoning, the permitted residential density for the subject property is up to 3 units on the lot. The code allows applicants to seek Conditional Use authorization for up to one unit per 1,000 s.f. of lot area. Therefore, based on the subject property's lot area of approximately 4,000 square feet, the sponsor could seek Conditional Use authorization for up to 4 total dwelling units on the lot. Therefore, the proposal to add 6 dwelling units on the lot should be reduced in residential density to conform to RH-3 requirements.

- **HOME-SF Program.** The City of San Francisco has recently developed a program that offers a local mechanism to implement the State Density Bonus law (Government Code Section No. 65915) which includes 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** (<http://sf-planning.org/home-sf>) for the latest information on the program, draft legislation, proposed schedule, and related information.

3. **Site Design, Open Space and Massing.** The Planning Department generally supports the intent of the project as it would provide needed housing and space for institutional uses; however the proposed 150' height is significantly above the current 96' height limit or any anticipated height limit. While a 120' height limit might be considered for this site, any greater height limit would be highly problematic in light of the stepping down of the overall urban form from Market Street's high-rises

towards Civic Center's predominant 80' heights. Should the sponsor choose to seek a height increase, a robust package of affordability, a rent-controlled unit replacement program, and other public benefits would be a prerequisite. Heights in excess of 120' – while unlikely – could only be contemplated if modest, contextually sensitive, and proposed alongside a truly exceptional public benefit program. Regardless of height limits, architectural excellence is expected.

## ENVIRONMENTAL REVIEW:

The proposed project requires environmental review either individually, with a project-specific Initial Study/Mitigated Negative Declaration or Environmental Impact Report (EIR). The proposed project is not located within an Area Plan. 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 Devyani Jain at (415) 575-9051 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

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<sup>1</sup> San Francisco Planning Department. *Schedule for Application Fees*. Available online at: <http://www.sf-planning.org/Modules/ShowDocument.aspx?documentid=513>

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.

1. **Historic Resources.** The subject property was identified in 1982 as a non-contributing property within the proposed Jackson Square Historic District Extension. However, due to the age of the building, the elapsed time since the original survey, and the proposed amount of demolition to the subject property, the project may be subject to review by the Department's Historic Preservation staff to ensure the project would not affect a potential historic resource.

To assist in this review, the project sponsor may be asked to hire a qualified professional to prepare a Historic Resource Evaluation (HRE) report. The professional must be selected from the Planning Department's Historic Resource Consultant Pool. Please contact Tina Tam, Senior Preservation Planner, via email ([tina.tam@sfgov.org](mailto:tina.tam@sfgov.org)) to determine whether an HRE will be necessary. If so, once you have selected a consultant from the list, please contact the HRE scoping team at [HRE@sfgov.org](mailto:HRE@sfgov.org) to arrange the HRE scoping. Following an approved scope, the historic resource consultant should submit the draft HRE report for review to Environmental Planning after the project sponsor has filed the EEA and updated it as necessary to reflect feedback received in the PPA letter. The HRE should be submitted directly to the environmental coordinator and copied to the project sponsor. Project sponsors should not receive and/or review advance drafts of consultant reports per the Environmental Review Guidelines. Historic Preservation staff will not begin reviewing your project until a complete draft HRE is received.

Please see additional comments under the Preservation Comments section below.

2. **Archeological & Tribal Cultural Resources.** The proposed project will 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. **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. However, the project site is located on a high injury corridor as mapped by Vision Zero.<sup>2</sup> Planning staff have reviewed the proposed site plans and offer the following recommendations, some of which address the safety of persons walking and cycling to and from project site and vicinity:
  - Any bicycle parking that would be required by the Planning Code needs to be shown on the plans.
4. **Noise.** Based on the General Plan's Background Noise Levels map, the project site is located along a segment of Broadway with noise levels above 75 dBA Ldn (a day-night averaged sound level). Therefore, an acoustical analysis is required for the proposed new residential development. The acoustical analysis must demonstrate with reasonable certainty that the California Noise Insulation Standards in Title 24 of the California Code of Regulations can be met. Should such concerns be present, the department may require the completion of a detailed noise assessment by person(s) qualified in acoustical analysis and/or engineering prior to the first project approval action, in order to demonstrate that acceptable interior noise levels consistent with those in the Title 24 standards can be attained.

Additionally, the Planning Department requires that residential open space required under the Planning Code be protected, to the maximum feasible extent, from existing ambient noise levels that could prove annoying or disruptive to users of the open space. Measures to protect required open space from noise include site design that uses the building itself to shield on-site open space from the greatest noise sources, construction of noise barriers between noise sources and open space, and appropriate use of both common and private open space in multi-family dwellings.

Construction noise would be 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 the construction, measures to reduce construction noise may be required as part of the proposed project. The EEA application should indicate whether pile driving or other particularly noisy construction methods are required.

5. **Air Quality.** The proposed project at six units is below the Bay Area Air Quality Management District's (BAAQMD) construction and operational screening levels for criteria air pollutants.<sup>3</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 the volume of excavation as part of the EEA.

In addition, 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

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<sup>2</sup> This document is available at: <http://www.sfmta.com/sites/default/files/projects/2015/vision-zero-san-francisco.pdf>.

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

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. 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.

6. **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 Analysis Compliance Checklist.<sup>4</sup> The project sponsor may be 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.
7. **Shadow.** The proposed project would result in construction of a building greater than 40 feet in height. A preliminary shadow fan analysis prepared by Planning Department staff indicates that the proposed project could not cast new shadows on property under the jurisdiction of the San Francisco Recreation and Park Department. However, the project could cast shadows on nearby SFUSD property at 350 Broadway (John Yehall Chin Elementary School). A formal determination will be made subsequent to the submittal of the EEA.
8. **Geology.** The project site is not located within a Seismic Hazard Zone. A geotechnical study prepared by a qualified consultant must be submitted with the EEA. The study should address whether the site is subject to liquefaction, 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.

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<sup>4</sup> Refer to <http://sf-planning.org/index.aspx?page=1886> for latest "Greenhouse Gas Compliance Checklist for Private Development Projects."



9. **Hazardous Materials.** Because the existing building was constructed prior to 1980, asbestos-containing materials, such as floor and wall coverings, may be found in the building. The Bay Area Air Quality Management District (BAAQMD) is responsible for regulating airborne pollutants including asbestos. Please contact BAAQMD for the requirements related to demolition of buildings with asbestos-containing materials. In addition, because of its age (constructed prior to 1978), lead paint may be found in the existing building. Please contact the San Francisco Department of Building Inspection (DBI) for requirements related to the demolition of buildings that may contain lead paint.
10. **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 \$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.** Sections 134 and 210.1 require the project to provide a rear yard of at least 25 percent of the lot depth. Because this project is located on a corner site, one of the street frontages (Sansome Street or Broadway) must be designated as the front of the property, and the rear yard would then be provided based on that determination. Rear yards shall be provided at the lowest story containing a dwelling unit, and at each succeeding level or story of the building. The proposed project does not currently include a code-compliant rear yard at the levels of the building proposed for residential use.

2. **Open Space – Residential.** Section 135 requires 100 square feet of private open space for each dwelling unit. Alternately, shared open space at a ratio of 1.33 may be substituted for private open space. All open spaces must meet the dimensional requirements of Subsections (f) and (g). The proposed common space on the roof meets the open space requirements for residential development.
3. **Open Space – Non-Residential.** Section 135.3 requires this project to provide one foot of open space for every 250 square feet of retail (and similar) uses. The project, as proposed, includes 12,443 square feet of retail and office space. Therefore, 50 square feet of open space would be required. Alternatively, per Section 426, an in-lieu fee of \$76 per square foot may be paid instead of providing the open space on site.
4. **Dwelling Unit Exposure.** Section 140 requires that each dwelling unit have at least one room that meets the 120-square-foot minimum superficial floor area requirement of Section 503 of the Housing Code face directly on a street right-of-way, code-complying rear yard, or an appropriately sized courtyard. While the current proposal lacks a code-complying rear yard, the units proposed layout with windows facing directly onto Sansome Street and Broadway meets the exposure requirement.
5. **Shadow Analysis (Section 295).** Section 295 requires that a shadow analysis must be performed to determine whether the project has the potential to cast shadow on properties under the jurisdiction of the San Francisco Recreation and Park Commission. In addition, Environmental review may be required if cast shadows fall onto other usable open spaces. Department staff has prepared a shadow fan that indicates the project may cast new shadow on the John Yehall Chin Elementary School. Therefore, a detailed shadow analysis may be requested to assess how the project might affect the school's open space. If this detailed shadow analysis finds that the project would cast shadow on the school playground, the sponsor might explore sculpting portions of the project to avoid casting new shadows on the playground.
6. **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, which appears to include over 10,000 square feet of office space, would be subject to the TDM Program. Based on the proposed 0 parking spaces associated with the mixed-use building, the project would be required to meet or exceed a target score of 13 points for land use category B.

Please note that if the first Development Application – as defined in Planning Code Section 401 – is submitted by December 31, 2017, then the project will only be required to meet 75% of its target score. Please be aware that additional review of the selected TDM Plan may be needed, and that revisions to the project may result in the need to revise the project's TDM Plan as well.

7. **Streetscape Plan – Better Streets Plan Compliance.** Pedestrian and streetscape improvements consistent with the Better Streets Plan are required if your project meets the conditions delineated in Planning Code Section 138.1. Projects that trigger Section 138.1 will be reviewed by the Department's Streetscape Design Advisory Team (SDAT). SDAT is an interagency group that includes representatives from the Planning Department, Department of Public Works and the Municipal Transportation Agency that provides design guidance on private developments that impact the public right-of-way.

Please see the Department's Better Streets Plan and Section 138.1(c) (2) (ii) for the additional elements that may be required as part of the project's streetscape plan.

8. **Bicycle Parking (Class I).** Planning Code Section 155.2 requires projects on lots with 3 dwelling units to provide at least one Class I bicycle parking space per dwelling unit. For retail sales and services, one Class 1 space is required for every 7,500 square feet of occupied floor area. The proposed project contains no Class I bicycle parking, but would require at least 5 Class I bicycle parking spaces based on the proposed number of dwelling units and square footage devoted to retail and office use. Bicycle parking can be applied towards a project's required TDM points.
9. **Bicycle Parking (Class II).** Planning Code Section 155.2 requires projects that include retail sales and service uses to provide a minimum of two Class 2 bicycle parking spaces through on-street bicycle racks. The total number of spaces is based on one Class 2 space for every 2,500 sq. ft. of occupied floor area dedicated to retail sales and services; however SFMTA has final authority on the type, placement and number of Class II bicycle racks within the public ROW. 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>. The proposed project contains no Class II bicycle parking, but would require at least 5 Class II bicycle parking spaces based on the amount of square footage devoted to retail and office use. Bicycle parking may be applied to a project's required TDM points.
10. **Noise Regulations Relating to Residential Uses Near Places of Entertainment (POE).** New residential development within 300 feet of a Place of Entertainment must go through an Entertainment Commission outreach process (Ordinance Number 070-015). In addition, new residential development will also be required to record a Notice of Special Restrictions (NSR) on the site. The subject site is located within 300 feet of an existing POE, see enclosed map. Please note that the Planning Department will not consider an entitlement application complete until the following are completed:
  - (A) The Entertainment Commission has provided written notification to the Planning Department indicating that it either did not wish to hold a hearing, or that it held a hearing and the Project Sponsor attended; and
  - (B) The Project Sponsor has included a copy of any comments and/or recommendations provided by the Entertainment Commission regarding the proposed Project as well as the date(s) when the comments were provided. This shall be done as an additional sheet in any plan set submitted to the Planning Department and as an attachment in an entitlement application.

The subject property is located within 300 feet of a Place of Entertainment. You may contact Entertainment Commission staff at (415) 554-6678 or visit their webpage at <http://www.sfgov2.org/index.aspx?page=338> for additional information regarding the outreach process.

11. **First Source Hiring Agreement.** A First Source Hiring Agreement is required for any project proposing to construct 25,000 gross square feet or more. For more information, please contact:

Ken Nim, Workforce Compliance Officer  
CityBuild, Office of Economic and Workforce Development  
City and County of San Francisco  
50 Van Ness Avenue, San Francisco, CA 94102  
(415) 581-2303

12. **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% and 30% of roof space to incorporate solar (photo voltaic and/or solar thermal systems), living (green) roofs, or a combination of both. The legislation goes 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% 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>.
13. **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% 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.
14. **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. **Site Design, Massing, Open Space.** There is no existing mid-block open space pattern. The surrounding buildings have full lot coverage, therefore the proposed massing is consistent with the existing development pattern. The massing of roof penthouses is located at the interior property line, and away from the street, and is located to minimize its appearance from the street.
2. **Architecture.** The addition references and continues the existing building's window proportions and placement and detailing. The preliminary design complies with the Department's Standards.
3. **Vision Zero.** In 2014, the City adopted the Vision Zero Policy which seeks to eliminate all traffic deaths in the City by 2024. The City subsequently established a network of Vision Zero Corridors which have higher rates of traffic-related injuries and fatalities compared to most San Francisco Streets. The City has determined that streets on the Vision Zero network should be prioritized for safety improvements especially those that improve the safety of vulnerable users like people walking and people on bikes.

The Broadway elevation of this project is located on a pedestrian and vehicular high-injury corridor, and is encouraged to incorporate safety measures into the project. If the project is required to submit a streetscape plan per Section 138.1, the Department's Streetscape Design Advisory Team (SDAT) may require additional pedestrian safety streetscape measures.

**DEVELOPMENT FEES:**

This project will be subject to various impact fees. Please refer to the Planning Director's Bulletin No. 1 for an overview of Development Impact Fees, and to the Department of Building Inspection's Development Impact Fee webpage 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. **Transportation Sustainability Fee (TSF) (§411A)**
2. **Residential Child Care Impact Fee (§414A)**

**AFFORDABLE HOUSING:**

Please note that there are two pending pieces of legislation that would significantly change the current Inclusionary Housing program: Board File No. 161351 and 170208. They can be tracked through

<https://sfgov.legistar.com>, and are tentatively scheduled to be heard by the Planning Commission on April 6, 2017.

### 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. **Environmental Application.**
2. A **Building Permit Application** is required for the demolition of the existing building on the subject property.
3. A **Building Permit Application** is required for the new construction on the subject property.
4. **Conditional Use Authorization** is required to exceed the allowable 3 dwelling units for the lot.

In order for Planning Department staff to accurately review projects in a timely manner, plan sets must be complete and thorough. All plans submitted as part of an entitlement or building permit application must meet the Department's [Plan Submittal Guidelines](#).

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.

1. **Pre-Application Meeting.** 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.
2. **Neighborhood Outreach.** This project is required to undertake additional public outreach in advance of the Planning Commission hearing on the Conditional Use. The developer is required to conduct an additional outreach meeting, notifying owners and tenants who live within 300' of the project as well as all registered neighborhood organizations for the Financial District and North Beach neighborhoods, after initial design comments have been provided from the Planning Department and prior to the scheduling of the aforementioned Planning Commission hearing. The purpose of this

meeting is to keep the community abreast of the project's evolution, presenting the latest design of the project – including the Department's requested changes – to the community in advance of the Commission taking action on the hearing.

3. **Notification of a Project Receiving Environmental Review.** Notice may be required to be sent to occupants of the project site and properties adjacent to the project site, as well as to owners and, to the extent feasible, occupants of properties within 300 feet of the project site at the initiation of the environmental review process. Please be prepared to provide mailing addresses on a CD upon request during the environmental review process.

### **PRELIMINARY PROJECT ASSESSMENT EXPIRATION:**

This Preliminary Project Assessment is valid for a period of **18 months**. An Environmental Evaluation, Conditional Use Authorization, and Building Permit Application, as listed above, must be submitted no later than **December 22, 2019**. 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: Suheil Shatara, Project Sponsor/Architect  
Eiliesh Tuffy, Current Planning  
Christopher Espiritu, Environmental Planning  
Mat Snyder, Citywide Planning and Analysis  
Jonas Ionin, Planning Commission Secretary  
Charles Rivasplata, SFMTA  
Jerry Sanguinetti, Public Works  
Pauline Perkins, SFPUC  
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