



SAN FRANCISCO PLANNING DEPARTMENT

MEMO

DATE: February 8, 2018
TO: Leanne Lei
FROM: Tania Sheyner, Planning Department
RE: Case No. 2017-015039PPA for 350-352 San Jose Avenue

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

Reception:
415.558.6378

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415.558.6377

Please find the attached Preliminary Project Assessment (PPA) for the address listed above. You may contact the staff contact, Elizabeth White, at (415) 575-6813 or elizabeth.white@sfgov.org, to answer any questions you may have, or to schedule a follow-up meeting.

A handwritten signature in cursive script, appearing to read "Tania Sheyner", written over a horizontal line.

Tania Sheyner, Principal Planner



SAN FRANCISCO PLANNING DEPARTMENT

Preliminary Project Assessment

Date: February 8, 2018
Case No.: **2017-015039PPA**
Project Address: 350-352 San Jose Avenue
Block/Lot: 6532/010A
Zoning: RM-2 (Residential-Mixed, Moderate Density)
Fringe Financial Service ¼ buffer
Mission Alcohol Restricted Use Subdistrict
Fringe Financial Services Restricted Use District
40-X Height and Bulk District
Area Plan: Eastern Neighborhoods – Mission Plan Area
Project Sponsor: *Leanne Lei*
415-741-1292
Staff Contact: *Elizabeth White* – 415-575-6813
elizabeth.white@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 November 27, 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, and federal regulations as of the date of this document, all of which are subject to change.

PROJECT DESCRIPTION:

The proposed project at 350-352 San Jose Avenue involves a vertical and horizontal addition to the existing 21-foot-tall, four-unit building. The existing 3,000-square-foot building on the 7,100-square-foot

lot was constructed in 1900. The proposed project would construct an additional eight units (for a total of 12 onsite units) and provide four vehicle parking spaces (three of which would be new). The renovated building would be approximately 12,000 square feet and 40 feet tall (approximately 48 feet tall with rooftop appurtenances). The proposed project would involve excavation to a maximum depth of 10 feet to add a basement level in the building; approximately 800 cubic yards of soil would be removed from the project site. The project would maintain the existing nine-foot-wide curb cut on San Jose Avenue to provide access into the basement parking level. No new curb cuts are proposed. The project would also provide 12 new class 2 bicycle parking spaces in the basement level of the building.

BACKGROUND:

The project site is within the Eastern Neighborhoods Area Plans. The Eastern Neighborhoods Area Plans cover the Mission, East South of Market (SoMa), Showplace Square/Potrero Hill, and Central Waterfront neighborhoods. The proposed project site is in the Mission plan area of the Eastern Neighborhoods. On August 7, 2008, the Planning Commission certified the *Eastern Neighborhoods Programmatic Final Environmental Impact Report (Eastern Neighborhoods PEIR)*.^{1,2} The Eastern Neighborhoods Area Plans and its associated rezoning became effective December 19, 2008. The proposed project appears to be consistent with the development density of the Eastern Neighborhoods Area Plans. A final determination of consistency with the development density in the Eastern Neighborhoods Area Plans would be made during the environmental review process.

PRELIMINARY PROJECT COMMENTS:

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

- 1. Eastern Neighborhoods Mission Area Plan.** The subject property falls within the area covered by the Eastern Neighborhoods Mission Area Plan in the General Plan. As proposed, the project is generally consistent with the overarching objectives of the Plan, though the project and design comments below discuss any items where more information is needed to assess conformity with either specific policies or Code standards or where the project requires minor modification to achieve consistency. The project sponsor is encouraged to read the full plan, which can be viewed at <http://generalplan.sfplanning.org/index.htm>.
- 2. Site Design, Open Space and Massing.** The Planning Department generally supports the intent of the project as it would provide needed housing. Regardless of height limits, architectural excellence is expected. The Planning Department recommends several revisions to the project massing as detailed in the Preliminary Design Comments section of this PPA letter (page 12).

ENVIRONMENTAL REVIEW:

The proposed project requires environmental review in accordance with the California Environmental Quality Act (CEQA). This section identifies the likely environmental review process and additional

¹ San Francisco Planning Department. Eastern Neighborhoods Rezoning and Area Plans Final Environmental Impact Report (FEIR), Planning Department Case No. 2004.0160E, certified August 7, 2008. Available online at: <http://sf-planning.org/area-plan-eirs>, accessed August 17, 2012.

² San Francisco Planning Department. San Francisco Planning Commission Motion 17659, August 7, 2008. Available online at: http://commissions.sfplanning.org/cpcmotions/17659_1268-EN_BOS_Vol4_CEQA_Part7_Web.pdf, accessed August 17, 2012.

information and studies necessary to complete environmental review. Formal environmental review begins with Planning Department review of the **Environmental Evaluation Application (EEA)** filed by the project sponsor. The EEA can be submitted at the same time as the PPA application or subsequent to issuance of the PPA letter.

The environmental review may be done in conjunction with the required approvals listed below, but must be completed before any project approval may be granted. **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.** 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 <http://sf-planning.org/permit-forms-applications-and-fees>. See “Environmental Applications” on page 2 of the current Fee Schedule for a calculation of environmental application fees.³ In addition, please see page 4 of the Fee Schedule for monitoring fees applicable to projects that require active monitoring of mitigation measures.

A detailed and accurate description of the proposed project is essential for adequate environmental review. Please include this additional information in the EEA project description.

- Detailed information related to construction, equipment, phasing and duration of each construction phase
- Show existing and proposed cut cuts on plans

Environmental Review Document- Community Plan Evaluation

Section 15183 of the California Environmental Quality Act (CEQA) Guidelines states that projects that are consistent with the development density established by a community plan for which an environmental impact report (EIR) was certified do not require additional environmental review, except as necessary to determine the presence of project-specific significant effects not identified in the programmatic plan area EIR.

As discussed above, the proposed project is located within the Eastern Neighborhoods Area Plan, which was evaluated in the *Eastern Neighborhoods PEIR*. If the proposed project is consistent with the development density identified in the area plan, it would be eligible for a community plan evaluation (CPE). Please note that a CPE is a type of streamlined environmental review, and cannot be modified to reflect changes to a project after approval. Proposed increases in project size or intensity after project approval beyond the CPE project description will require reconsideration of environmental impacts and issuance of a new CEQA determination.

Within the CPE process, there can be three different outcomes as follows:

1. **CPE.** All potentially significant project-specific and cumulatively considerable environmental impacts are fully consistent with significant impacts identified in the *Eastern Neighborhoods PEIR*, and there would be no new significant impacts peculiar to the proposed project or its site. In these situations, all pertinent mitigation measures and CEQA findings from the *Eastern Neighborhoods PEIR* are applied to the proposed project, and a CPE checklist and certificate is prepared. With this outcome, the

³ San Francisco Planning Department. Fee Schedule for Application Fees. Available online at: <http://sf-planning.org/permit-forms-applications-and-fees>.

applicable fees are: (a) the CPE determination fee (currently \$14,910) and (b) the CPE certificate fee (currently \$8,266).

2. **Mitigated Negative Declaration.** If new site- or project-specific significant impacts are identified for the proposed project that were not identified in the *Eastern Neighborhoods PEIR*, and if these new significant impacts can be mitigated to a less-than-significant level, then a focused mitigated negative declaration is prepared to address these impacts, and a supporting CPE checklist is prepared to address all other impacts that were encompassed by the *Eastern Neighborhoods PEIR*, with all pertinent mitigation measures and CEQA findings from the *Eastern Neighborhoods PEIR* also applied to the proposed project. With this outcome, the applicable fees are: (a) the CPE determination fee (currently \$14,910) and (b) the standard environmental evaluation fee (which is based on construction value).
3. **Focused EIR.** If any new site- or project-specific significant impacts cannot be mitigated to a less-than-significant level, then a focused EIR is prepared to address these impacts, and a supporting CPE checklist is prepared to address all other impacts that were encompassed by the *Eastern Neighborhoods PEIR*, with all pertinent mitigation measures and CEQA findings from the *Eastern Neighborhoods PEIR* also applied to the proposed project. With this outcome, the applicable fees are: (a) the CPE determination fee (currently \$14,910); (b) the standard environmental evaluation fee (which is based on construction value); and (c) one-half of the standard EIR fee (which is also based on construction value). An EIR must be prepared by an environmental consultant from the Planning Department's environmental consultant pool (<http://sf-planning.org/consultant-sponsor-resources>). 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. Based on a preliminary review of the project as it is proposed in the PPA application, some of these topics would require additional study.

1. **Historic Resources.** The project site contains one or more buildings previously determined to be eligible for national, state, or local listing as a historic resource. The property was surveyed as part of the South Mission Historic Resource Survey. Therefore, the proposed alteration is subject to review by the Department's Historic Preservation staff. To assist in this review, the project sponsor must 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 Pilar LaValley, Principal Preservation Planner, via email (pilar.lavalley@sfgov.org) for a list of three consultants from which to choose. The selected consultant must scope the HRE in consultation with Department Historic Preservation staff. Please contact the HRE scoping team at 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 EE Application and updated it as necessary to reflect feedback received in the PPA letter. The HRE should be submitted directly to the Department 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.

2. **Archeological Resources.** The project site lies within the Archeological Mitigation Zone J-2: Properties with No Previous Studies of the *Eastern Neighborhoods PEIR*. 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 project mitigation measures (such as 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.
4. **Noise.** The project sponsor has indicated that the project would not involve pile driving. Therefore, the proposed project would not be subject to Eastern Neighborhoods PEIR Mitigation Measures F-1. The proposed project would be subject to Eastern Neighborhoods Mitigation Measure F-2.

Eastern Neighborhoods PEIR Noise Mitigation Measure F-2: Construction Noise requires that the project sponsor develop a set of site-specific noise attenuation measures under the supervision of a qualified acoustical consultant when the environmental review of a development project determines that construction noise controls are necessary due to the nature of planned construction practices and sensitivity of proximate uses. This mitigation measure requires that a plan for such measures be submitted to DBI prior to commencing construction to ensure that maximum feasible noise attenuation will be achieved.

5. **Air Quality.** The proposed project, with the construction of eight additional dwelling units, is below the Bay Area Air Quality Management District's (BAAQMD) construction screening levels for criteria air pollutants. Therefore, an analysis of the project's criteria air pollutant is not likely to be required. However, please provide detailed information related to construction, equipment, phasing and duration of each phase, and volume.
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.⁴ 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. **Wind.** The proposed project would not involve construction of a building over 80 feet in height. Therefore, a consultant-prepared wind analysis is not anticipated to be required.
8. **Shadow.** The proposed project would result in construction of a 40-foot-tall building (approximately 48-foot-tall with rooftop appurtenances). The proposed project would not result in construction of a building greater than 40 feet in height, as measured in accordance with the Planning Code; therefore, a consultant-prepared shadow study is not required.

If the proposed building height exceeds 40 feet in height, the preliminary shadow fan analysis prepared by Planning Department staff indicates that the proposed project could cast shadows on the Juri Commons, a Recreation and Park property. Should the building height exceed 40 feet, the proposed project would be subject to Planning Code Section 295. The project sponsor would therefore be required to hire a qualified consultant to prepare a detailed shadow study. The consultant would be required to submit a Shadow Study Application, which can be found on the Planning Department's website (<http://sf-planning.org/permit-forms-applications-and-fees>). A separate fee would be required. The consultant would also need to prepare a proposed scope of work for review and approval by Environmental Planning staff prior to preparing the analysis.

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 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.
10. **Hazardous Materials.** The proposed project would construct additional residential use and would involve grading and excavation work greater than 50 cubic yards. Therefore, the project is subject to Article 22A of the Health Code, also known as the Maher Ordinance. The Maher Ordinance, which is administered and overseen by the Department of Public Health (DPH), requires the project sponsor to retain the services of a qualified professional to prepare a Phase I Environmental Site Assessment (ESA) that meets the requirements of Health Code section 22.A.6. The Phase I ESA would determine the potential for site contamination and level of exposure risk associated with the

⁴ Refer to <http://sf-planning.org/consultant-sponsor-resources> for latest "Greenhouse Gas Compliance Checklist for Private Development Projects."

project. Based on that information, soil and/or groundwater sampling and analysis, as well as remediation of any site contamination, may be required. These steps are required to be completed prior to the issuance of any building permit.

DPH requires that projects subject to the Maher Ordinance complete a Maher Application, available at: <http://www.sfdph.org/dph/EH/HazWaste/hazWasteSiteMitigation.asp>. Fees for DPH review and oversight of projects subject to the ordinance would apply. Please refer to DPH's fee schedule, available at: <http://www.sfdph.org/dph/EH/Fees.asp#haz>. Please provide a copy of the submitted Maher Application and Phase I ESA with the EEA.

Eastern Neighborhoods EIR Hazardous Materials Mitigation Measure L-1: Hazardous Building Materials would be applicable to the proposed project. The mitigation measure requires that the project sponsor ensure that any equipment containing polychlorinated biphenyls (PCBs) or di(2-ethylhexyl) phthalate (DEPH), such as fluorescent light ballasts, and any fluorescent light tubes containing mercury be removed and properly disposed of in accordance with applicable federal, state, and local laws. In addition, any other hazardous materials identified, either before or during work, must be abated according to applicable federal, state, and local laws.

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.

11. Disclosure Report for Developers of Major Projects.

San Francisco Campaign and Governmental Conduct Code Section 3.520 et seq. requires the developer of any project with estimated construction costs exceeding \$1,000,000 to submit a *Disclosure Report for Developers of Major City Projects* if the project requires the issuance of a Community Plan Evaluation (CPE), certification of an Environmental Impact Report (EIR), adoption of a Final Mitigated Negative Declaration, or a project approval by the Planning Commission that adopts CEQA Findings (EIR certification). A residential development project with four or fewer dwelling units is not required to file this report. The first (or initial) report must be filed within 30 days of the date of EIR certification or final environmental determination under CEQA. Please submit a *Disclosure Report for Developers of Major City Projects* directly 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. **Front Setback, Landscaping and Permeability.** Pursuant to Planning Code Section 132, where one or both of the buildings adjacent to the subject property have front setbacks along a street or alley, any building or addition constructed, reconstructed or relocated on the subject property shall be set back to the average of the two adjacent front setbacks. Planning Code Section 132 outlines a provision for adding landscaping when constructing an addition to a building or lot that increases the building's gross floor area by more than 20 percent, or when additional parking spaces are provided within an existing building. Twenty percent of the front setback area shall remain unpaved and devoted to plant material, including the use of climate appropriate plant materials. Further, the front setback area shall be at least 50 percent permeable so as to increase stormwater infiltration. The permeable surface may be inclusive of the area counted towards the landscaping requirement; provided, however, that turf pavers or similar planted hardscapes shall be counted only toward the permeable surface requirement and not the landscape requirement.

Please demonstrate compliance with the front setback dimensional and square footage area requirements. The plans appear to meet the requirements, but please provide the aforementioned dimensions and areas upon submittal of the application.

2. **Rear Yard.** Planning Code Section 134 requires the project provide a rear yard measuring at least 45 percent of the lot depth. As proposed, the project does not demonstrate compliance with the required rear yard as the existing building and the proposed addition is within the required rear yard. As such, a Rear Yard Variance will need to be sought and justified. As shown, the subject property elects to take advantage of the alternate method of averaging, which bases the rear yard requirement on the average of the adjacent buildings. However, in order to be counted for purposes of determining the rear yard depth, the two adjacent rear walls need to extend at least half the width of their respective lots and be two stories or 20 feet high. The rear elevations do not demonstrate qualifying rear walls. Please review the accuracy of the elevations and site plan depicting the adjacent properties to determine if they are qualifying rear walls. In addition, please confirm if an alternative method of averaging is feasible; otherwise, seek and justify a Rear Yard Variance from the Zoning Administrator.
3. **Open Space – Residential.** Section 135 requires at least 80 square feet, if private, and 106 square feet per dwelling unit, if common, for each dwelling unit. Additionally, any such open spaces must meet the dimensional requirements of Subsections (f) and (g).

The majority of balconies proposed for this project do not meet the minimum horizontal dimensions or the square footage minimums required by the Planning Code. Therefore, the proposed project requires a revision to meet the minimum open space requirement, or you may seek and justify an Open Space Variance. The Department generally recommends providing an equivalent amount of open space. The front setback yard appears to potentially meet the aforementioned requirements; however, please clarify if this will be common or private open space and demonstrate compliance. Please explore options to provide code-complying usable open space onsite either through the front or rear yards, if code complying and accessible to all units.

4. **Permitted Obstructions.** Planning Code Section 136 outlines the requirements for permitted obstructions within the required rear yard. Please revise the plans to demonstrate the size and

dimension of the proposed bay windows. As shown, the bay windows read as corners of the proposed building, not as bay windows. Since this feature is currently located within the required rear yard, this feature must meet the requirements of Planning Code Section 136.

5. **Bird-Safe Treatments.** Although 350 San Jose Avenue is not within an Urban Bird Refuge, feature-related bird-safe glazing standards apply citywide. Please demonstrate compliance with Planning Code Section 139.
6. **Dwelling Unit Exposure.** Planning Code 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. The proposed rear yard is not code-complying and it is not clear if a large enough open space area is provided to meet the exposure requirement for those units that only have windows fronting the rear yard area. Therefore, the proposed project requires a revision to meet the minimum dwelling unit exposure requirement, or you may seek and justify an Exposure Variance. The Department generally encourages projects to minimize the number of units needing a variance.
7. **Street Frontages in RH, RTO, RTO-M and RM Districts and Moderation of Building Fronts in RM-1 and RM-2 Districts.** Per Planning Code Sections 144 and 144.1, please demonstrate compliance with the requirements for entrances to off-street parking and the stepping of building height and walls. Please include this additional information on the site plan and elevations.
8. **Parking and Curb Cuts.** Planning Code Section 151 requires one off-street parking space for every dwelling unit. With four existing units and eight additional units, eight off-street parking spaces are required. Four off-street parking spaces are provided; thus, please demonstrate compliance with the requirement for eight additional off-street parking spaces. Per Planning Code Section 150(e), bicycle parking could be provided in lieu of vehicular parking. Additional information is required to demonstrate how the project will meet the required parking requirement.
9. **Bicycle Parking (Class 1).** Planning Code Section 155 requires this project to provide at least four class 1 bicycle parking spaces for the 12 dwelling units. The proposed project contains the required class 1 bicycle parking spaces. However, please clarify if additional bicycle parking spaces are or will be provided to also meet vehicular parking requirements outlined in Planning Code Section 151. Lastly, please demonstrate compliance with the proposed location and dimensional requirements for class 1 spaces. Currently, the spaces are shown in the garage obstructed by vehicular parking and next to stairs; class 1 spaces cannot require the use of stairs. See Zoning Administrator Bulletin No. 9 – Bicycle Parking Standards: Design and Layout.
10. **Dwelling Unit Density.** Planning Code Section 207 permits a residential density of up to one unit per 600 square feet of lot area. For a lot area of 7,148 square feet, the maximum permitted residential density is 12 dwelling units. The project proposes an additional eight dwelling units for a total of 12 dwelling units on the project site; therefore, it would comply with the Planning Code.

11. **Height.** Please provide existing and longitudinal sections that demonstrate the height methodology as prescribed in Planning Code Section 260, extending from the street curb through the centerline of the building extending the full lot depth.
12. **Shadow Analysis.** Planning Code 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. The subject property is contiguous to Juri Commons which is under the jurisdiction of the San Francisco Recreation and Park Department. However, the proposed building addition is not more than 40 feet in height. Therefore, a detailed shadow analysis would not be required pursuant to Section 295. Though a shadow analysis is not required, the Project Sponsor should explore sculpting portions of the project to avoid casting new shadows on Juri Commons.
13. **Residential Demolition.** Pursuant to Planning Code Section 317, more information is needed to show whether the project constitutes residential demolition pursuant to Planning Code Section 317. Demolition is defined as a major alteration of a residential building that proposes the removal of more than 50 percent of the sum of the front façade and rear façade, and also proposes the removal of more than 65 percent of the sum of all exterior walls, measured in lineal feet at the foundation level, or a major alteration of a residential building that proposes the removal of more than 50 percent of the vertical envelope elements and more than 50 percent of the horizontal elements of the existing building, as measured in square feet of actual surface area. Please provide demolition calculations and corresponding graphics that demonstrate compliance. Please note that these calculations should correspond to the existing plans and elevations.
14. **Stormwater.** If the project results in a ground surface disturbance of 5,000 square feet or greater (creating and/or replacing 5,000 square feet or more of impervious surface), it is subject to San Francisco's stormwater management requirements as outlined in the Stormwater Management Ordinance and the corresponding SFPUC Stormwater Design Guidelines (Guidelines). Projects that trigger the stormwater management requirements must prepare a Stormwater Control Plan demonstrating project adherence to the performance measures outlined in the Guidelines including: (a) reduction in total volume and peak flow rate of stormwater for areas in combined sewer systems OR (b) stormwater treatment for areas in separate sewer systems. The SFPUC Wastewater Enterprise, Urban Watershed Management Program is responsible for review and approval of the Stormwater Control Plan. Without SFPUC approval of a Stormwater Control Plan, no site or building permits can be issued. The Guidelines also require a signed maintenance agreement to ensure proper care of the necessary stormwater controls. Compliance may occur through a mix of rooftop, sidewalk, and open space treatments and technologies, and is encouraged to be designed as a comprehensive system that maximizes co-benefits for greening, habitat creation, urban heat island reduction, building energy savings, and beautification. Systems within the public realm should consider adjacencies and opportunities for flow-through systems to neighborhood detention areas. To view the Stormwater Management Ordinance, the Stormwater Design Guidelines, or download instructions for the Stormwater Control Plan, go to <http://sfwater.org/sdg>. Applicants may contact stormwaterreview@sfwater.org for assistance.

15. **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 Ordinance provides guidance for how 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/department-publications>.
16. **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.
17. **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. 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:

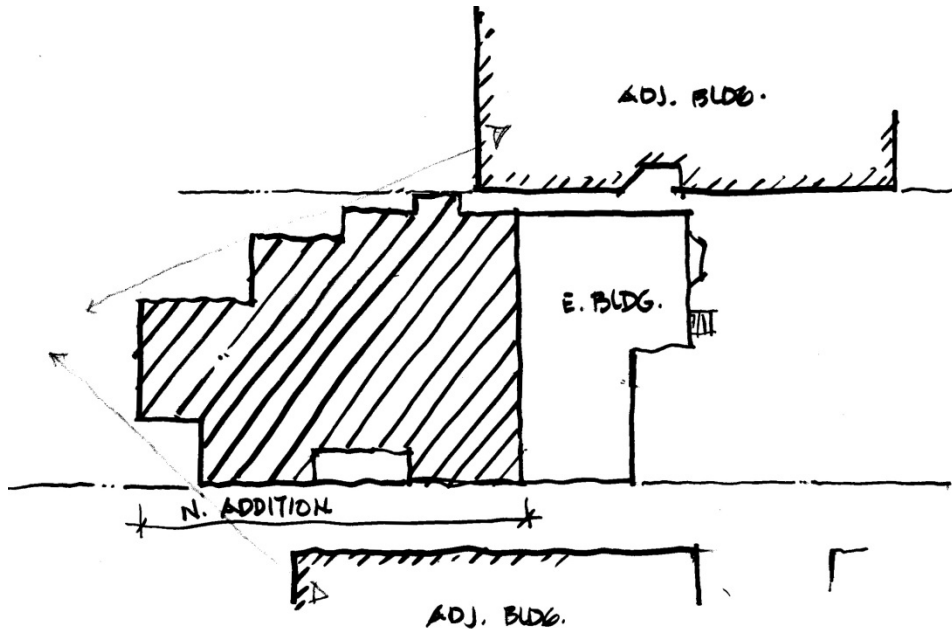
The project is located in an RM-2 – Residential Mixed, Moderate Density zoning district. The site extends through Juri Commons, a City Recreation and Park owned open space. The existing building is a category

'A' historic resource set back 40 feet from the street fronting property line. Part of the defining feature of this property is the front set back.

1. Site Design, Open Space, and Massing.

Department staff recommends the following revisions:

- Any new vertical addition to the existing building should be entirely behind the roof parapet wall where the existing cornice ends (closest to column line 5).
- The mid-block open space includes adjacent rear yards and Juri Commons. The massing should be revised to minimize net new shadows on adjacent park and recreation open space.
- The three-story rear massing should step back from the adjacent property to the north and be limited in overall depth to provide visual access from both adjacent properties to mid-block open space. See attached site plan sketch.



2. Architecture. Please ensure that the new windows at the front (Unit 5) are proportioned and aligned in relation to the existing window patterns and proportions.

Given the proposed grade difference from the raised front yard and the sunken patio, please consider alternate means to reconcile said grade change whilst negating the need for guardrails and a full exterior stair run by perhaps re-grading and re-landscaping the front yard to have a more gradual, continuous and direct relationship with the street frontage.

Department staff will provide further detailed design review on the subsequent submissions. Department staff recommends that the project provide high-quality materials, and meet the architectural detailing and character of the neighborhood.

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. **Residential Child Care Impact Fee (§414A)**
2. **Eastern Neighborhoods Impact Fees (§423)**

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. An **Environmental Evaluation Application** will be required to examine the project per the California Environmental Quality Act.
2. A **Variance** from the Zoning Administrator is required to address the Planning Code requirements for: rear yard, usable open space, and dwelling unit exposure per Planning Code Sections 134, 135 and 140, respectively. Generally, Department staff recommends revisions to the project, in order to minimize and/or avoid the need for a variance from the Planning Code.
3. A **Building Permit Application** is required for the proposed alteration of the subject property.

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. 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 <http://sf-planning.org/permit-forms-applications-and-fees> listed under "N" for Neighborhood Notification Pre-Application Meeting. The registered neighborhood group and organizations mailing list is available online at <http://sf-planning.org/department-publications> listed under "N".
2. **Neighborhood Outreach.** This project is encouraged to craft as robust a community outreach effort as possible.
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 Application, Variance, and Building Permit Application, as listed above, must be submitted no later than **August 8, 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.

cc: Esmeralda Jardines, Current Planning
Elizabeth White, Environmental Planning
David Winslow, Design Review
Jonas Ionin, Planning Commission Secretary
Charles Rivasplata, SFMTA
Jerry Sanguinetti, Public Works
Pauline Perkins, SFPUC
Planning Department Webmaster (planning.webmaster@sfgov.org)