



PROJECT APPLICATION (PRJ)

A Project Application must be submitted for any Building Permit Application that requires an intake for Planning Department review, including for environmental evaluation or neighborhood notification, or for any project that seeks an entitlement from the Planning Department, such as a Conditional Use Authorization or Variance.

For more, see the [Project Application Informational Packet](#).

Cost for Time and Materials: Any time and materials exceeding initial fees charged for services provided are subject to billing.

For more information call 415.558.6377, or email the Planning Information Center (PIC) at pic@sfgov.org.

Español: Si desea ayuda sobre cómo llenar esta solicitud en español, por favor llame al 415.575.9010. Tenga en cuenta que el Departamento de Planificación requerirá al menos un día hábil para responder

中文: 如果您希望獲得使用中文填寫這份申請表的幫助, 請致電415.575.9010。請注意, 規劃部門需要至少一個工作日來回應。

Tagalog: Kung gusto mo ng tulong sa pagkumpleto ng application na ito sa Filipino, paki tawagan ang 415.575.9010. Paki tandaan na mangangailangan ang Planning Department ng hindi kukulangin sa isang araw na pantrabaho para makasagot.

BUILDING PERMIT APPLICATIONS

HOW TO SUBMIT:

For Building Permit Applications that require intake for Planning Department review, present this Project Application together with the Building Permit Application at the Planning Information Center (PIC), 1660 Mission Street, Ground Floor.

WHAT TO SUBMIT:

- One (1) complete and signed application.
- Two (2) hard copy sets of plans that meet the Department of Building Inspection's submittal standards. Please see the [Planning Department's Plan Submittal Guidelines](#) for more information.
- A Letter of Authorization from the owner(s) designating an Authorized Agent to communicate with the Planning Department on their behalf.
- Pre-Application Meeting materials, if required. See the [Pre-Application Meeting Informational Packet](#) for more information.

Note: The applicable fee amount for Building Permit Applications will be assessed and collected at intake by the Department of Building Inspection at the Central Permitting Bureau at 1660 Mission St, Ground Floor.

(See [Fee Schedule and/or Calculator](#)).

ENTITLEMENTS

HOW TO SUBMIT:

For projects that require an entitlement from the Planning Department (e.g., Conditional Use, Variance), submit a Project Application with any required supplemental applications online at sfplanning.org/resource/prj-application, or to submit in person, submit an [Intake Request Form](#) to CPC.Intake@sfgov.org.

WHAT TO SUBMIT:

- One (1) complete and signed PRJ application, or complete online submittal, including the following:
- An electronic copy (online or USB drive) of plans formatted to print at 11" x 17". Please see the [Department's Plan Submittal Guidelines](#) for more information about the required contents of plan submittals.
- A Letter of Authorization from the owner(s) designating an Authorized Agent to communicate with the Planning Department on their behalf.
- Pre-Application Meeting materials, if required. See the [Pre-Application Meeting Informational Packet](#) for more information.
- Current or historic photograph(s) of the property.
- All supplemental entitlement applications (e.g., Conditional Use, Variance) and information for environmental review, as indicated in this Project Application or in the Preliminary Project Assessment (PPA) letter.
- Payment via check, money order or debit/credit card for the total fee amount for all required supplemental applications. (See [Fee Schedule and/or Calculator](#)).



PROJECT APPLICATION (PRJ)

GENERAL INFORMATION

Property Information

Project Address: See attached

Block/Lot(s): See attached

Property Owner's Information

Name: See attached

Address:

Email Address:

Telephone:

Applicant Information

Same as above

Name: Jim Abrams

Company/Organization: J. Abrams Law, P.C.

Address: One Maritime Plaza, Suite 1900
San Francisco, CA 94111

Email Address: jabrams@jabramslaw.com

Telephone: 415-999-4402

Please Select Billing Contact:

Owner

Applicant

Other (see below for details)

Name: _____ Email: _____ Phone: _____

Please Select Primary Project Contact:

Owner

Applicant

Billing

RELATED APPLICATIONS

Related Building Permit Applications (any active building permits associated with the project)

N/A

Building Permit Application No(s):

Related Preliminary Project Assessments (PPA)

N/A

PPA Application No:

PPA Letter Date:

PROJECT INFORMATION

Project Description:

Please provide a narrative project description that summarizes the project and its purpose. Please list any required approvals (e.g. Variance) or changes to the Planning Code or Zoning Maps if applicable.

See attached

Project Details:

- Change of Use New Construction Demolition Facade Alterations ROW Improvements
 Additions Legislative/Zoning Changes Lot Line Adjustment-Subdivision Other DA

- Residential:** Senior Housing 100% Affordable Student Housing Dwelling Unit Legalization
 Inclusionary Housing Required State Density Bonus Accessory Dwelling Unit

Indicate whether the project proposes rental or ownership units: Rental Units Ownership Units Don't Know

- Non-Residential:** Formula Retail Medical Cannabis Dispensary Tobacco Paraphernalia Establishment
 Financial Service Massage Establishment Other: _____

Estimated Construction Cost: N/A

PROJECT AND LAND USE TABLES

All fields relevant to the project **must be completed** in order for this application to be accepted.


		Existing	Proposed
General Land Use	Parking GSF	See attached	
	Residential GSF		
	Retail/Commercial GSF		
	Office GSF		
	Industrial-PDR		
	Medical GSF		
	Visitor GSF		
	CIE (Cultural, Institutional, Educational)		
	Useable Open Space GSF		
	Public Open Space GSF		
Project Features	Dwelling Units - Affordable		
	Dwelling Units - Market Rate		
	Dwelling Units - Total		
	Hotel Rooms		
	Number of Building(s)		
	Number of Stories		
	Parking Spaces		
	Loading Spaces		
	Bicycle Spaces		
	Car Share Spaces		
Other: _____			
Land Use - Residential	Studio Units		
	One Bedroom Units		
	Two Bedroom Units		
	Three Bedroom (or +) Units		
	Group Housing - Rooms		
	Group Housing - Beds		
	SRO Units		
	Micro Units		
	Accessory Dwelling Units For ADUs, list all ADUs and include unit type (e.g. studio, 1 bedroom, 2 bedroom, etc.) and the square footage area for each unit.		

ENVIRONMENTAL EVALUATION SCREENING FORM





This form will determine if further environmental review is required.

If you are submitting a Building Permit Application only, please respond to the below questions to the best of your knowledge. You do not need to submit any additional materials at this time, and an environmental planner will contact you with further instructions.

If you are submitting an application for entitlement, please submit the required supplemental applications, technical studies, or other information indicated below along with this Project Application.

Environmental Topic	Information	Applicable to Proposed Project?	Notes/Requirements
1a. General	Estimated construction duration (months):	N/A	
1b. General	Does the project involve replacement or repair of a building foundation? If yes, please provide the foundation design type (e.g., mat foundation, spread footings, drilled piers, etc.)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
1c. General	Does the project involve a change of use of 10,000 square feet or greater?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
2. Transportation	Does the project involve a child care facility or school with 30 or more students, or a location 1,500 square feet or greater?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, submit an Environmental Supplemental- School and Child Care Drop-Off & Pick-Up Management Plan .
3. Shadow	Would the project result in any construction over 40 feet in height?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, an initial review by a shadow expert, including a recommendation as to whether a shadow analysis is needed, may be required, as determined by Planning staff. (If the project already underwent Preliminary Project Assessment, refer to the shadow discussion in the PPA letter.) An additional fee for a shadow review may be required.
4a. Historic Preservation 	Would the project involve changes to the front façade or an addition visible from the public right-of-way of a structure built 45 or more years ago or located in a historic district?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, submit a complete Historic Resource Determination Supplemental Application. Include all materials required in the application, including a complete record (with copies) of all building permits.
4b. Historic Preservation	Would the project involve demolition of a structure constructed 45 or more years ago, or a structure located within a historic district?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, a historic resource evaluation (HRE) report will be required. The scope of the HRE will be determined in consultation with CPC-HRE@sfgov.org .

 Please see the [Property Information Map](#) or speak with Planning Information Center (PIC) staff to determine if this applies.

Environmental Topic	Information	Applicable to Proposed Project?	Notes/Requirements
5. Archeology 	Would the project result in soil disturbance/modification greater than two (2) feet below grade in an archeologically sensitive area or eight (8) feet below grade in a non-archeologically sensitive area?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If Yes, provide depth of excavation/disturbance below grade (in feet*): <i>*Note this includes foundation work</i>
6a. Geology and Soils 	Is the project located within a Landslide Hazard Zone, Liquefaction Zone or on a lot with an average slope of 25% or greater? ----- Area of excavation/disturbance (in square feet): _____ Amount of excavation (in cubic yards): _____	<input type="checkbox"/> Yes <input type="checkbox"/> No See EIR and Addendum	A geotechnical report prepared by a qualified professional must be submitted if one of the following thresholds apply to the project: <ul style="list-style-type: none"> ● The project involves: <ul style="list-style-type: none"> ○ excavation of 50 or more cubic yards of soil, or ○ building expansion greater than 500 square feet outside of the existing building footprint. <i>A geotechnical report may also be required for other circumstances as determined by Environmental Planning staff.</i>
6b. Geology and Soils	Does the project involve a lot split located on a slope equal to or greater than 20 percent?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	A categorical exemption cannot be issued. Please contact CPC.EPIIntake@sfgov.org , once a Project Application has been submitted.
7. Air Quality 	Would the project add new sensitive receptors (residences, schools, child care facilities, hospitals or senior-care facilities) within an Air Pollutant Exposure Zone?	<input type="checkbox"/> Yes <input type="checkbox"/> No See EIR and Addendum	If yes, submit an Article 38 Compliance application with the Department of Public Health.
8a. Hazardous Materials 	Is the project site located within the Maher area and would it involve ground disturbance of at least 50 cubic yards or a change of use from an industrial use to a residential or institutional use?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No See EIR and Addendum	If yes, submit a Maher Application Form to the Department of Public Health and submit documentation of Maher enrollment with this Project Application. Certain projects may be eligible for a waiver from the Maher program. For more information, refer to the Department of Public Health's Environmental Health Division . <i>Maher enrollment may also be required for other circumstances as determined by Environmental Planning staff.</i>
8b. Hazardous Materials	Would the project involve work on a site with an existing or former gas station, parking lot, auto repair, dry cleaners, or heavy manufacturing use, or a site with underground storage tanks?	<input type="checkbox"/> Yes <input type="checkbox"/> No See EIR and Addendum	If yes, submit documentation of enrollment in the Maher Program (per above), or a Phase I Environmental Site Assessment prepared by a qualified consultant.

 Please see the [Property Information Map](#) or speak with Planning Information Center (PIC) staff to determine if this applies.

APPLICANT'S AFFIDAVIT

Under penalty of perjury the following declarations are made:

- a) The undersigned is the owner or authorized agent of the owner of this property.
- b) The information presented is true and correct to the best of my knowledge.
- c) Other information or applications may be required.
- d) I hereby authorize City and County of San Francisco Planning staff to conduct a site visit of this property as part of the City's review of this application, making all portions of the interior and exterior accessible through completion of construction and in response to the monitoring of any condition of approval.
- e) I attest that personally identifiable information (PII) - i.e. social security numbers, driver's license numbers, bank accounts - have not been provided as part of this application. Furthermore, where supplemental information is required by this application, PII has been redacted prior to submittal to the Planning Department. I understand that any information provided to the Planning Department becomes part of the public record and can be made available to the public for review and/or posted to Department websites.



Signature

October 10, 2019

Date

Authorized Applicant

415-999-4402

Jim Abrams

Name (Printed)

jabrams@jabramslaw.com

Relationship to Project
(i.e. Owner, Architect, etc.)

Phone

Email

For Department Use Only

Application received by Planning Department:

By: _____

Date: _____

Attachment to Updated Project Application
October 10, 2019

Filed pursuant to Development Agreement between the City and County of San Francisco and The Stephens Institute, dba Academy of Art University and the LLC Parties, with respect to the Academy's Properties and Affordable Housing Public Benefits.

Properties Subject to this Application

The following properties are subject to the updated project application regarding the above-described Development Agreement and are listed by common address and Assessor's Block and Lot. Included with this submission are plan sets describing existing conditions and proposed improvements as authorized and/or required by the Development Agreement.

- 1) 410 Bush Street (Block 0270, Lot 007)
- 2) 540 Powell Street (Block 0285, Lot 009)
- 3) 625 Sutter Street (Block 0297, Lot 014)
- 4) 560 Powell Street (Block 0285, Lot 010)
- 5) 620 Sutter Street (Block 0283, Lot 004A)
- 6) 655 Sutter Street (Block 0297, Lot 012)
- 7) 680 Sutter Street (Block 0283, Lot 007)
- 8) 736 Jones Street (Block 0298, Lot 027)
- 9) 825 Sutter Street (Block 0299, Lot 021)
- 10) 860 Sutter Street (Block 0281, Lot 006)
- 11) 1080 Bush Street (Block 0276, Lot 015)
- 12) 1153 Bush Street (Block 0280, Lot 026)
- 13) 740 Taylor Street (Block 0283, Lot 012)
- 14) 491 Post Street (Block 0307, Lot 009)
- 15) 601 Brannan Street (Block 3785, Lot 132)
- 16) 58 Federal Street (Block 3774, Lot 074)
- 17) 79 New Montgomery Street (Block 3707, Lot 014)
- 18) 180 New Montgomery Street (Block 3722, Lot 022)
- 19) 466 Townsend Street (Block 3785, Lot 005)
- 20) 575 Harrison Street (Block 3764, Lots 198 - 230)
- 21) 1900 Jackson Street (Block 0592, Lot 004A)
- 22) 1727 Lombard Street (Block 0506, Lot 036)
- 23) 1916 Octavia Street (Block 0640, Lot 011)
- 24) 2550 Van Ness Avenue (Block 0526, Lot 021)
- 25) 2211 Van Ness Avenue (Block 0570, Lot 005)
- 26) 2209 Van Ness Avenue (Block 0570, Lot 029)
- 27) 2151 Van Ness Avenue (Block 0575, Lot 015)
- 28) 1946 Van Ness Avenue (Block 0598, Lot 010A)
- 29) 1849 Van Ness Avenue (Block 0618, Lots 001 and 001B)
- 30) 1142 Van Ness Avenue (Block 0694, Lot 011)
- 31) 950 Van Ness Avenue (Block 0718, Lots 021 & 017)
- 32) 625 Polk Street (Block 0742, Lot 002)
- 33) 2801 Leavenworth Street (Block 0010, Lot 001)
- 34) 2225 Jerrold Avenue (Block 5286A, Lot 020)

Owner/Applicant Information

Project Sponsor: The Stephens Institute dba the Academy of Art University &
“LLC Parties” listed on Letter of Authorization on file with
Planning Department for above-listed Case Number 2008.0586
79 New Montgomery Street
San Francisco, CA 94105
Phone: 415-618-6537
Attn: Gordon North

Applicant/Project Contact: J. Abrams Law, P.C.
1 Maritime Plaza, Suite 1900
San Francisco, CA 94111
Phone: 415-999-4402
Attn: Jim Abrams

Architect: TEF Design
1420 Sutter Street
San Francisco, CA 94109
Phone: 415-391-7819
Attn: Paul Cooper

Project Description

The proposed Project involves 34 properties owned or leased by the Academy of Art University (“AAU”). Consistent with and as authorized by the above-described Development Agreement (the “Development Agreement”), the project seeks to comprehensively establish or legalize the uses at the 34 properties, as detailed on attached plan sets for each of the 34 properties, including:

- Performance or legalization of building modifications to the 34 properties in order to generally bring the properties into compliance with the current Planning Code.
- Amendment of the Planning Code to: 1) permit certain existing residential uses at 2209 Van Ness Avenue, 2211 Van Ness Avenue, 860 Sutter Street, 1916 Octavia Street, 1080 Bush Street and 1153 Bush Street to be changed to reflect a Student Housing use characterization and 2) permit the institution of Post-Secondary Educational Institutional (“PSEI”) uses at 466 Townsend without otherwise required replacement of PDR uses, provided that the PSEI uses at 466 Townsend will be limited to PSEI activities characteristic of PDR uses, as detailed on the attached plan set for 466 Townsend.
- Granting of Planning Code exceptions via a Master Conditional Use Authorization that would otherwise be requested and received through various provisions of the Planning Code.
- Granting of authorizations from the Historic Preservation Commission required under Articles 10 and 11 of the Planning Code through a Master Certificate of Appropriateness and Master Major Permit to Alter.
- Consolidation of existing Residential Hotel units regulated under Chapter 41 of the Administrative Code at four properties (1916 Octavia, 1080 Bush, 1153 Bush and 860 Sutter) into two buildings (1916 Octavia and 860 Sutter) to the effect of providing at least seven net new Chapter 41 units.
- Install new and replacement signage, provided that AAU will suspend further applications for new signage at the 34 properties pursuant to a timeline specified in the Development Agreement.

The Project is consistent with the Institutional Master Plan submitted to the City on July 5, 2019 and accepted by the Planning Commission on July 25, 2019.