



CERTIFICATE OF APPROPRIATENESS

INFORMATIONAL AND SUPPLEMENTAL APPLICATION PACKET

ATTENTION: A Project Application must be completed and/or attached prior to submitting this Supplemental Application. See the [Project Application](#) for instructions.

Section 1002(a)(2) states that the Historic Preservation Commission (“HPC”) shall review and decide on applications for construction, alteration, demolition and other applications pertaining to landmark sites and districts regulated under Article 10 of the Planning Code.

For questions, you can call 415.558.6377, email pic@sfgov.org or visit the Planning Information Center (PIC) at 1660 Mission Street, First Floor, San Francisco, where planners are available to assist you.

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 415.575.9120. Paki tandaan na mangangailangan ang Planning Department ng hindi kukulangin sa isang araw na pantrabaho para makasagot.

WHAT IS A CERTIFICATE OF APPROPRIATENESS AND WHEN IS IT NECESSARY?

Incorporated into the Planning Code in 1968, Article 10 outlines the process for the review and entitlement of alterations to properties locally designated as City Landmarks. An individual landmark is a stand-alone building, site, or object that is important for its contributions to San Francisco. A landmark district is a group of properties or a portion of a neighborhood that is architecturally, historically, or culturally important. Designated properties that are recognized for their architectural, historic, and cultural value to the City are subject to the review and entitlement processes outlined in Article 10 of the Planning Code. The Historic Preservation Commission oversees and regulates these properties.

A Certificate of Appropriateness is the entitlement required to alter an individual landmark and any property within a landmark district. A Certificate of Appropriateness is required for any construction, addition, major alteration, relocation, removal, or demolition of a structure, object, or feature on a designated landmark property, in a landmark district, or a designated landmark interior. A hearing before the Historic Preservation Commission is required for work that the Historic Preservation Commission has not identified as Minor Alterations. Projects that consist solely of Minor Alterations qualify for an Administrative Certificates of Appropriateness entitlement and are approved by Planning Department Preservation staff.

HOW DOES THE PROCESS WORK?

Please review the instructions in this packet of information and ask PIC staff if you have any questions. After filling out the application and collecting the required plans, please contact the Planning Department for an intake appointment to process your application. At this appointment a Planner Technician will review your application to ensure that it is complete. The application will then be assigned to a Preservation Planner. The assigned planner will review the application and set a Historic Preservation Commission hearing date. Project must have a 20-day mailed notice and poster erected on the project site. For individual landmarks, notice must be mailed to all owners and occupants of the property and within 150-feet from the property. Interested parties and neighborhood groups must also receive notice. For properties located within historic districts, notice must be mailed to all owners within 300-feet of the property and occupants within 150-feet of the property. The radius includes properties that are located outside of the designated historic district, if applicable. Interested parties and neighborhood groups must also receive notice.

At the public hearing, the Historic Preservation Commission will make a decision on the proposed project and approve, disapprove, or approve with modifications the Certificate of Appropriateness. After the hearing, the Department issues the Certificate of Appropriateness document. Department staff will review the associated building permit to make sure that the work conforms to what the Historic Preservation Commission approved. If the proposed work conforms, the permit will be approved and routed to the Department of Building Inspection for final issuance.

WHO MAY APPLY FOR A CERTIFICATE OF APPROPRIATENESS?

A Certificate of Appropriateness is an entitlement that runs with the property; therefore, the property owner or a party designated as the owner's agent may apply for a Certificate of Appropriateness. [A letter of agent authorization from the owner must be attached.]

FEES

Please refer to the [Planning Department Fee Schedule](#) or at the Planning Information Center (PIC) located at 1660 Mission Street, First Floor, San Francisco. For questions related to the Fee Schedule, please call the PIC at 415.558.6377.

Fees will be determined based on the estimated construction costs. Should the cost of staff time exceed the initial fee paid, an additional fee for time and materials may be billed upon completion of the hearing process or permit approval. Additional fees may also be collected for preparation and recordation of any documents with the San Francisco Assessor-Recorder's office and for monitoring compliance with any conditions of approval.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) and Chapter 31 of the San Francisco Administrative Code implementing that act may require an Environmental Evaluation before the application may be considered. Please consult the Planning Department staff to determine if an Environmental Evaluation application must be submitted with this application. A separate fee is required for environmental review.

HISTORIC PRESERVATION COMMISSION HEARING MATERIAL

This timeline includes a deadline for project sponsors to submit material to staff to be included in the Commission packet. If the Sponsor does not submit the necessary material by the deadline, the project will be continued to a later hearing date.

- Five weeks prior to hearing: Project Sponsor submits draft project graphics (plans, renderings etc) to project planner.
- Four weeks prior to hearing: Project planner submits Draft staff report (must include draft attachments) to Team Leader for review.
- Two weeks prior to hearing (5pm on Monday): Deadline for submittal of all other sponsor material and public comment to be included in Commission packets
- One week prior to hearing: Project planner delivers complete Commission packets to the Commission Secretary.



CERTIFICATE OF APPROPRIATENESS

SUPPLEMENTAL APPLICATION

Property Information

Project Address: _____ Block/Lot(s): _____

Project Description:

FINDINGS OF COMPLIANCE WITH PRESERVATION STANDARDS

Article 10 Landmark Name/ Number: _____ See attached.

	FINDINGS OF COMPLIANCE WITH PRESERVATION STANDARDS	YES	NO	N/A
1	Is the property being used as it was historically?			
2	Does the new use have minimal impact on distinctive materials, features, spaces, and spatial relationship?			
3	Is the historic character of the property being maintained due to minimal changes of the above listed characteristics?			
4	Are the design changes creating a false sense of history of historical development, possible from features or elements taken from other historical properties?			
5	Are there elements of the property that were not initially significant but have acquired their own historical significance?			
6	Have the elements referenced in Finding 5 been retained and preserved?			
7	Have distinctive materials, features, finishes, and construction techniques or examples of fine craftsmanship that characterize the property been preserved?			
8	Are all deteriorating historic features being repaired per the Secretary of the Interior Standards?			
9	Are there historic features that have deteriorated and need to be replaced?			
10	Do the replacement features match in design, color, texture, and, where possible, materials?			
11	Are any specified chemical or physical treatments being undertaken on historic materials using the gentlest means possible?			
12	Are all archeological resources being protected and preserved in place?			
13	Do exterior alterations or related new construction preserve historic materials, features, and spatial relationships that are characteristic to the property?			
14	Are exterior alterations differentiated from the old, but still compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment?			
15	If any alterations are removed one day in the future, will the forms and integrity of the historic property and environment be preserved?			

Please summarize how your project meets the Secretary of the Interior's *Standards for the Treatment of Historic Properties*, in particular the *Guidelines for Rehabilitation*, and how the project will retain character-defining features of the building and/or district:

FINDINGS OF COMPLIANCE WITH PRESERVATION STANDARDS

In reviewing applications for Certificate of Appropriateness the Historic Preservation Commission, Department staff, Board of Appeals and/or Board of Supervisors, and the Planning Commission shall be governed by *The Secretary of the Interior's Standards for the Treatment of Historic Properties* pursuant to Section 1006.6 of the Planning Code. Please respond to each statement completely (Note: Attach continuation sheets, if necessary). Give reasons as to *how* and *why* the project meets the ten Standards rather than merely concluding that it does so. IF A GIVEN REQUIREMENT DOES NOT APPLY TO YOUR PROJECT, EXPLAIN WHY IT DOES NOT.

1. The property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize the property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of fine craftsmanship that characterize a property will be preserved.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would not be impaired.

PLEASE NOTE: For all applications pertaining to buildings located within Landmark Districts, the proposed work must comply with all applicable standards and guidelines set forth in the corresponding Appendix that describes the District, in addition to the applicable standards and requirements set forth in Section 1006.6. In the event of any conflict between the standards of Section 1006.6 and the standards contained within the Appendix that describes the District, the more protective shall prevail.

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

Name (Printed)

Date

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

Phone

Email

For Department Use Only

Application received by Planning Department:

By: _____

Date: _____

**Attachment to Master Certificate of Appropriateness Application Supplement
October 10, 2019**

Filed in accordance with the 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

Proposed exterior alterations at the below listed properties are subject to review pursuant to Article 10 of the Planning Code. In accordance with the above-described Development Agreement, AAU and the LLC Parties are submitting a Master Permit to Alter for each property, subject to the approval of the Historic Preservation Commission (“HPC”) and regardless of whether the scope of work proposed for each given property would typically be subject to administrative, rather than HPC review in the first instance. The plan sets for each of the below properties delineate all alterations to the properties and approvals of existing elements at the properties, for which AAU, and the corresponding LLC Party, respectfully requests the approval of the HPC.

- 1) 60 Federal Street (Block 3774, Lot 074)
- 2) 625 Polk Street (Block 0742, Lot 002)
- 3) 491 Post Street (Block 0307, Lot 009)
- 4) 2151 Van Ness Street (Block 0575, Lot 015)

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

PROPOSED FINDINGS OF COMPLIANCE WITH PRESERVATION STANDARDS

60 Federal Street

Article 10 Landmark Name/Number: South End Landmark District

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|-----|--|-----|
| 1. | Is the property being used as it was historically? | No |
| 2. | Does the new use have minimal impact on distinctive materials, features, spaces, and spatial relationship? | Yes |
| 3. | Is the historic character of the property being maintained due to minimal changes of the above listed characteristics? | Yes |
| 4. | Are the design changes creating a false sense of history of historical development, possible from features or elements taken from other historical properties? | No |
| 5. | Are there elements of the property that were not initially significant but have acquired their own historical significance? | No |
| 6. | Have the elements referenced in Finding 5 been retained and preserved? | N/A |
| 7. | Have distinctive materials, features, finishes, and construction techniques or examples of fine craftsmanship that characterize the property been preserved? | Yes |
| 8. | Are all deteriorating historic features being repaired per the Secretary of the Interior Standards? | Yes |
| 9. | Are there historic features that have deteriorated and need to be replaced? | Yes |
| 10. | Do the replacement features match in design, color, texture, and, where possible, materials? | Yes |
| 11. | Are any specified chemical or physical treatments being undertaken on historic materials using the gentlest means possible? | N/A |
| 12. | Are all archeological resources being protected and preserved in place? | N/A |
| 13. | Do exterior alterations or related new construction preserve historic materials, features, and spatial relationships that are characteristic to the property? | Yes |
| 14. | Are exterior alterations differentiated from the old, but still compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment? | Yes |
| 15. | If any alterations are removed one day in the future, will the forms and integrity of the historic property and environment be preserved? | Yes |

Summary of how project meets the Secretary of the Interior’s Standards for the Treatment of Historic Properties, in particular the Guidelines for Rehabilitation, and how the project will retain character-defining features of the building and/or district:

The attached plan sets detail proposed exterior work that will more closely align the building to its historic façade, including, the removal of abandoned equipment and attachments, the installation

of more historically sensitive security cameras and exterior lighting fixtures, and restoration of windows and the main entry door on the primary façade of the building to mimic historic materials and design. No character-defining features will be altered or removed from the building. The proposed installation of signage will be attached consistent with the Secretary of the Interior's Standards.

625 Polk Street

Article 10 Landmark Name/Number: 174

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| 1. | Is the property being used as it was historically? | No |
| 2. | Does the new use have minimal impact on distinctive materials, features, spaces, and spatial relationship? | Yes |
| 3. | Is the historic character of the property being maintained due to minimal changes of the above listed characteristics? | Yes |
| 4. | Are the design changes creating a false sense of history of historical development, possible from features or elements taken from other historical properties? | No |
| 5. | Are there elements of the property that were not initially significant but have acquired their own historical significance? | No |
| 6. | Have the elements referenced in Finding 5 been retained and preserved? | N/A |
| 7. | Have distinctive materials, features, finishes, and construction techniques or examples of fine craftsmanship that characterize the property been preserved? | Yes |
| 8. | Are all deteriorating historic features being repaired per the Secretary of the Interior Standards? | Yes |
| 9. | Are there historic features that have deteriorated and need to be replaced? | Yes |
| 10. | Do the replacement features match in design, color, texture, and, where possible, materials? | Yes |
| 11. | Are any specified chemical or physical treatments being undertaken on historic materials using the gentlest means possible? | N/A |
| 12. | Are all archeological resources being protected and preserved in place? | N/A |
| 13. | Do exterior alterations or related new construction preserve historic materials, features, and spatial relationships that are characteristic to the property? | Yes |
| 14. | Are exterior alterations differentiated from the old, but still compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment? | Yes |
| 15. | If any alterations are removed one day in the future, will the forms and integrity of the historic property and environment be preserved? | Yes |

Summary of how project meets the Secretary of the Interior's Standards for the Treatment of Historic Properties, in particular the Guidelines for Rehabilitation, and how the project will retain character-defining features of the building and/or district:

The attached plan sets detail proposed exterior work that will more closely align the building to its historic façade, including the removal or relocation of non-compliant signage, removal and replacement of security cameras and exterior light fixtures and associated conduits, with more historically sensitive fixtures, and patch and repair of observed pock marks and other damage to

the facade. No character-defining features will be altered or removed from the building. Proposed signage will be attached consistent with the Secretary of the Interior's Standards.

491 Post Street

Article 10 Landmark Name/Number: 117

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| 1. | Is the property being used as it was historically? | No |
| 2. | Does the new use have minimal impact on distinctive materials, features, spaces, and spatial relationship? | Yes |
| 3. | Is the historic character of the property being maintained due to minimal changes of the above listed characteristics? | Yes |
| 4. | Are the design changes creating a false sense of history of historical development, possible from features or elements taken from other historical properties? | No |
| 5. | Are there elements of the property that were not initially significant but have acquired their own historical significance? | No |
| 6. | Have the elements referenced in Finding 5 been retained and preserved? | N/A |
| 7. | Have distinctive materials, features, finishes, and construction techniques or examples of fine craftsmanship that characterize the property been preserved? | Yes |
| 8. | Are all deteriorating historic features being repaired per the Secretary of the Interior Standards? | Yes |
| 9. | Are there historic features that have deteriorated and need to be replaced? | Yes |
| 10. | Do the replacement features match in design, color, texture, and, where possible, materials? | Yes |
| 11. | Are any specified chemical or physical treatments being undertaken on historic materials using the gentlest means possible? | N/A |
| 12. | Are all archeological resources being protected and preserved in place? | N/A |
| 13. | Do exterior alterations or related new construction preserve historic materials, features, and spatial relationships that are characteristic to the property? | Yes |
| 14. | Are exterior alterations differentiated from the old, but still compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment? | Yes |
| 15. | If any alterations are removed one day in the future, will the forms and integrity of the historic property and environment be preserved? | Yes |

Summary of how project meets the Secretary of the Interior's Standards for the Treatment of Historic Properties, in particular the Guidelines for Rehabilitation, and how the project will retain character-defining features of the building and/or district:

The attached plan sets detail proposed exterior work that will more closely align the building to its historic façade, including the removal of abandoned equipment and attachments, removal of security cameras and exterior light fixtures and associated conduit, and the installation of more historically sensitive security cameras and exterior lighting fixtures. No character-defining features

will be altered or removed from the building. Proposed signage will be attached consistent with the Secretary of the Interior's Standards.

2151 Van Ness Street

Article 10 Landmark Name/Number: South End Landmark District

1.	Is the property being used as it was historically?	No
2.	Does the new use have minimal impact on distinctive materials, features, spaces, and spatial relationship?	Yes
3.	Is the historic character of the property being maintained due to minimal changes of the above listed characteristics?	Yes
4.	Are the design changes creating a false sense of history of historical development, possible from features or elements taken from other historical properties?	No
5.	Are there elements of the property that were not initially significant but have acquired their own historical significance?	No
6.	Have the elements referenced in Finding 5 been retained and preserved?	N/A
7.	Have distinctive materials, features, finishes, and construction techniques or examples of fine craftsmanship that characterize the property been preserved?	Yes
8.	Are all deteriorating historic features being repaired per the Secretary of the Interior Standards?	Yes
9.	Are there historic features that have deteriorated and need to be replaced?	Yes
10.	Do the replacement features match in design, color, texture, and, where possible, materials?	Yes
11.	Are any specified chemical or physical treatments being undertaken on historic materials using the gentlest means possible?	N/A
12.	Are all archeological resources being protected and preserved in place?	Yes
13.	Do exterior alterations or related new construction preserve historic materials, features, and spatial relationships that are characteristic to the property?	Yes
14.	Are exterior alterations differentiated from the old, but still compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment?	Yes
15.	If any alterations are removed one day in the future, will the forms and integrity of the historic property and environment be preserved?	Yes

Summary of how project meets the Secretary of the Interior’s Standards for the Treatment of Historic Properties, in particular the Guidelines for Rehabilitation, and how the project will retain character-defining features of the building and/or district:

The attached plan sets detail minimal proposed exterior work consisting of signage installation on a non-character defining fence and patch and repair of observed damage to the building façade.

FINDINGS OF COMPLIANCE WITH PRESERVATION STANDARDS

60 Federal Street

- 1) *The property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.*

AAU proposes to convert the 60 Federal building from Office use to Post-Secondary Educational Institutional use (“PSEI”). The 60 Federal building was initially constructed as a warehouse, and subsequently has been used for storage and manufacturing operations, as well as office. AAU’s conversion will result in minimal change to the building’s distinctive materials, features, spaces, and spatial relationships.

- 2) *The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize the property will be avoided.*

The attached plan sets detail how AAU proposes to retain and preserve the historic character of the 60 Federal building and limit removal of distinctive materials or alterations of features, space, and spatial relationship that characterize the building. Proposed exterior work will more closely align the building to its historic façade, including, the removal of abandoned equipment and attachments, the installation of more historically sensitive security cameras and exterior lighting fixtures, and restoration of windows and the main entry door on the primary façade of the building to mimic historic materials and design.

- 3) *Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.*

Proposed exterior work will retain the 60 Federal building’s historic façade and will not add conjectural features or elements from other historic properties.

- 4) *Changes to a property that have acquired historic significance in their own right will be retained and preserved.*

Proposed exterior work will retain the 60 Federal building’s historic façade and will retain and preserve changes to the property that have acquired historic significance.

- 5) *Distinctive materials, features, finishes, and construction techniques or examples of fine craftsmanship that characterize a property will be preserved.*

Proposed exterior work would not remove distinctive materials, features, finishes, or construction techniques of fine craftsmanship that characterize the property.

- 6) *Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.*

The 60 Federal building does not currently have deteriorated historic features. Proposed exterior work will more closely align the building to its historic façade, including, the removal of abandoned equipment and attachments, the installation of more historically sensitive security cameras and exterior lighting fixtures, and restoration of windows and the main entry door on the primary façade of the building to mimic historic materials and design.

- 7) *Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.*

The Project does not involve chemical or physical treatments.

- 8) *Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.*

AAU does not propose any significant ground disturbances that would disturb archeological resources. However, the Project is subject to Mitigation Measure M-CP-2.1, requiring a project-specific preliminary archaeological assessment for individual project components involving ground-disturbing activities, and therefore any unforeseen disturbance would be mitigated.

- 9) *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.*

AAU proposes only minor exterior alterations to the 60 Federal building, with the majority of such alterations more closely aligning the building to its historic façade, including, the removal of abandoned equipment and attachments, the installation of more historically sensitive security cameras and exterior lighting fixtures, and restoration of windows and the main entry door on the primary façade of the building to mimic historic materials and design. AAU proposes to institute one wall sign on the western portion of the Federal Street frontage. AAU respectfully submits that such signage will not interfere with the historic character of the building and will be attached consistent with the Secretary of the Interior's Standards.

- 10) *New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would not be impaired.*

AAU does not propose any major additions or new construction. Minor additions, such as light and security cameras, will be installed in a manner that if removed in the future, the essential form and integrity of the historic nature of the 60 Federal building will be preserved.

625 Polk Street

- 1) *The property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.*

AAU proposes to maintain the PSEI use at the building. AAU's conversion will result in minimal change to the buildings distinctive materials, features, spaces, and spatial relationships.

- 2) *The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize the property will be avoided.*

The attached plan sets detail AAU proposal to retain and preserve the historic character of the 625 Polk building and limit the removal of distinctive materials or alterations of features, space, and spatial relationship that characterize the building. Proposed exterior work will more closely align the building to its historic façade, including, the removal or relocation of non-compliant signage, replacement of security cameras and exterior light fixtures and associated conduits with more historically sensitive security cameras and repair of observed damaged to the façade of the building.

- 3) *Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.*

AAU proposes to retain the building's historic façade and will not add conjectural features or elements from other historic properties.

- 4) *Changes to a property that have acquired historic significance in their own right will be retained and preserved.*

AAU proposes to retain the building's historic façade and will retain and preserve changes to the property that have acquired historic significance.

- 5) *Distinctive materials, features, finishes, and construction techniques or examples of fine craftsmanship that characterize a property will be preserved.*

AAU does not propose the removal of any distinctive materials, features, finishes, or construction techniques of fine craftsmanship that characterize the property.

- 6) *Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.*

AAU proposes to repair observed damage to the building's façade as detailed in the attached plan set.

- 7) *Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.*

The Project does not involve chemical or physical treatments.

- 8) *Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.*

AAU does not propose any significant ground disturbances that would disturb archeological resources. However, the Project is subject to Mitigation Measure M-CP-2.1, requiring a project-specific preliminary archaeological assessment for individual project components involving ground-disturbing activities, and therefore any unforeseen disturbance would be mitigated.

- 9) *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.*

AAU proposes only minor exterior alterations to the 625 Polk building, the majority of which will more closely align the building to its historic façade, including, the removal or relocation of non-compliant sign, replacement of security cameras and exterior light fixtures and associated conduits with more historically sensitive security cameras and repair of observed damage to the building's facade. Proposed installation of wall signs on the Polk Street and Turk Street frontages will not interfere with the historic character of the building and will be attached consistent with the Secretary of the Interior's Standards.

- 10) *New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would not be impaired.*

The Project does not propose any major additions or new construction. Minor additions, such as lighting, security cameras and signage, will be installed in a manner that, if removed in the future, the essential form and integrity of the historic nature of the 60 Federal building will be preserved.

491 Post Street

- 1) The property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.*

AAU proposes to convert the 491 Post building from Religious Institution use to PSEI. The 491 Post building was initially constructed as the home of the First Congregational Church of San Francisco, who occupied the church until 2001. The First Congregational Church sold the building due to declining numbers. AAU's conversion will result in minimal change to the building's distinctive materials, features, spaces, and spatial relationships.

- 2) The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize the property will be avoided.*

The attached plan sets detail AAU's proposal to retain and preserve the historic character of the 491 Post building and the removal of distinctive materials or alterations of features, space, and spatial relationship that characterize the building will be avoid. Proposed exterior work would more closely align the building to its historic façade, including, the removal of abandoned equipment and attachments, removal of security cameras and exterior light fixtures and associated conduit, and the installation of more historically sensitive security cameras and exterior lighting fixtures.

- 3) Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.*

Proposed exterior work will retain the 491 Post building's historic façade and will not add conjectural features or elements from other historic properties.

- 4) Changes to a property that have acquired historic significance in their own right will be retained and preserved.*

Proposed exterior work will retain the 491 Post building's historic façade, including changes to the property that have acquired historic significance.

- 5) Distinctive materials, features, finishes, and construction techniques or examples of fine craftsmanship that characterize a property will be preserved.*

AAU does not propose the removal of any distinctive materials, features, finishes, or construction techniques of fine craftsmanship that characterize the property.

- 6) Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the*

old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

The 491 Post building does not currently have deteriorated historic features.

- 7) *Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.*

The Project does not involve chemical or physical treatments.

- 8) *Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.*

AAU does not propose any significant ground disturbances that will disturb archeological resources. However, the Project is subject to Mitigation Measure M-CP-2.1, requiring a project-specific preliminary archaeological assessment for individual project components involving ground-disturbing activities, and therefore any unforeseen disturbance would be mitigated.

- 9) *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.*

AAU proposes only minor exterior alterations to the 491 Post building, the majority of which will more closely align the building to its historic façade, including, the removal of abandoned equipment and attachments, removal of security cameras and exterior light fixtures and associated conduit, and the installation of more historically sensitive security cameras and exterior lighting fixtures. The Project proposes new signage that will be installed consistent with the Secretary's Standards.

- 10) *New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would not be impaired.*

AAU does not propose any major additions or new construction. Minor additions, such as lighting, security cameras and signage, will be installed in a manner that, if removed in the future, the essential form and integrity of the historic nature of the 491 Post building will be preserved.

2151 Van Ness Street

- 1) The property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.*

AAU proposes to convert the 2151 Van Ness building from Religious Institution use to PSEI. The 2151 Van Ness building was initially constructed by the San Francisco's Roman Catholic Archdiocese for the parish of St. Brigid. The Archdiocese closed the parish in 1994 and the building sat vacant for 11 years until AAU occupied the building in 2005. AAU's conversion will result in minimal change to the buildings distinctive materials, features, spaces, and spatial relationships.

- 2) The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize the property will be avoided.*

The attached plan sets detail AAU's proposal to retain the preserve the historic character of the building. Proposed exterior work is limited to the installation of new signage on a non-character defining fence and repair of observed damage to the facade.

- 3) Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.*

AAU proposes to retain the 2151 Van Ness building's historic façade and will not add conjectural features or elements from other historic properties.

- 4) Changes to a property that have acquired historic significance in their own right will be retained and preserved.*

AAU proposes to retain the 2151 Van Ness building's historic façade, including preserving changes to the property that have acquired historic significance.

- 5) Distinctive materials, features, finishes, and construction techniques or examples of fine craftsmanship that characterize a property will be preserved.*

AAU does not propose the removal of any distinctive materials, features, finishes, or construction techniques of fine craftsmanship that characterize the property.

- 6) Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.*

Observed damage to the façade will be repair as detailed on the attached plan sets.

- 7) *Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.*

The Project does not involve chemical or physical treatments.

- 8) *Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.*

AAU does not any significant ground disturbances that would disturb archeological resources. However, the Project is subject to Mitigation Measure M-CP-2.1, requiring a project-specific preliminary archaeological assessment for individual project components involving ground-disturbing activities, and therefore any unforeseen disturbance would be mitigated.

- 9) *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.*

Proposed signage will be sensitively attached a non-character defining fence.

- 10) *New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would not be impaired.*

The Project does not propose any major additions or new construction and the proposed signage will be installed in a manner that, if removed in the future, the essential form and integrity of the historic nature of the 2151 Van Ness building will be preserved.