



SAN FRANCISCO PLANNING DEPARTMENT

Executive Summary Conditional Use

HEARING DATE: 06/21/2018

Record No.: **2017-014374CUA**
Project Address: **460 WEST PORTAL AVENUE**
Zoning: RH-1(D) (Residential- House, One Family- Detached District)
40-X Height and Bulk District
Block/Lot: 2484/007
Applicant: Jim Abrams
One Maritime Plaza, Suite 1900, San Francisco, Ca 94111
Staff Contact: Elizabeth Gordon Jonckheer – (415) 575-8728
Elizabeth.Gordon-Jonckheer@sfgov.org
Recommendation: **Approval with Conditions**

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

Reception:
415.558.6378

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415.558.6409

Planning
Information:
415.558.6377

PROJECT DESCRIPTION

The project proposes a change of use from an existing 1,575-square-foot (sf) residential building with one vacant 3-bedroom, plus bath, single-family residence and one vacant unauthorized dwelling unit at the basement level, to a building serving as administrative office, meeting, and guest faculty housing space for the adjacent San Francisco Waldorf High School (SFWHS). The project includes the addition of an exterior ADA accessible ramp to provide disabled access to the front door. The project proposes one (1) Class 1 and one (1) Class 2 bicycle parking spaces. The project would retain one existing off-street parking space. The project does not propose an increase in student enrollment.

REQUIRED COMMISSION ACTION

In order for the Project to proceed, the Commission must grant a Conditional Use Authorization pursuant to Planning Code Sections 209.1, 303 and 317, to allow the conversion of existing residential use at the subject property to a school/educational use within the RH-1(D) (Residential House, One-Family, Detached) Zoning District.

ISSUES AND OTHER CONSIDERATIONS

- **Public Comment & Outreach.** As of June 14, 2018, the Department has not received any public comment.
- **470 West Portal Avenue.** In 2006, the adjacent property at 470 West Portal Avenue was converted from an office building to a secondary school operating as the San Francisco Waldorf High School (SFWHS). In December of 2016, per Case No. 2015-004567CUA, the Planning Commission approved a Conditional Use Authorization for a Planned Unit Development (PUD) at 470 West Portal Avenue allowing a two-phase expansion of the San Francisco Waldorf School. The

approval granted a ten-year authorization timeline for sequential construction at the site, with Phase I constructing a new 35-foot tall, one-story, multi-purpose gymnasium of up to 11,100 square feet along West Portal Avenue, and Phase 2 adding approximately 12,800 square feet of space, including five new classrooms, a performance space, storage lockers and bathrooms, and a 1,700 square foot ground floor level lobby connection between the gymnasium and the existing building. The PUD authorized a total enrollment up to 240 students. In October of 2016, SFWHS purchased the subject property at 460 West Portal Avenue.

- **Existing Tenant & Eviction History:** The subject property has been owned by the SFWHS since 2016. The building has been unoccupied since that time with SFWHS using the building for storage; none of the existing units are occupied by tenants. There are no indications that 460 West Portal Avenue was anything other than owner-occupied before the school purchased the property. Based on the Project Sponsor's documentation, the previous owner bought the home in 2013, and occupied the house for three years prior to its purchase in 2016. Previous owners occupied the house from 1994 to 2002, 2002 to 2011, and 2011 to 2013. The basement level unit was added at some point during the 2011 to 2013 occupancy.
- **Design Review Comments:** As directed by Planning Staff, the new ramp and minor related work to exterior facades features high-quality durable materials and reflects the architectural detailing and character of the existing building and neighborhood. In the future, if windows and doors are to be repaired, repainted and/or replaced in kind, and any windows or door added should complement those existing.

BASIS FOR RECOMMENDATION

The Department finds that the Project is, on balance, consistent with the Objectives and Policies of the General Plan. Although the Project results in a loss of residential units, the lack of physical changes to the home increases the ease and likelihood of their future conversion back to residential use. A School/Institutional Facility is an appropriate use in a residential area when it is well designed to be compatible and complementary to the surrounding neighborhood. In addition, the proposed administrative and faculty uses are low impact and have no significant negative effect on the surrounding residential and nearby commercial uses. SFWHS has operated adjacent to the Project Site for approximately 12 years, and maintains a working relationship of continued outreach with its neighbors. Finally, because this is an institutional use, consideration for the loss of housing should be weighed against the limited options that school entities such as this have to provide space for necessary and desirable educational services for a diverse set of families within this neighborhood, the City, and the region. Conversion of residential space to school use and school administrative use has been authorized for similar private schools within San Francisco. The Project meets all other applicable requirements of the Planning Code. The Department finds the project to be necessary, desirable, and compatible with the surrounding neighborhood, and not to be detrimental to persons or adjacent properties in the vicinity.

ATTACHMENTS:

Draft Motion – Conditional Use Authorization
Exhibit A – Conditions of Approval
Exhibit B – Plans and Renderings

Executive Summary
Hearing Date: 06/21/2018

CASE NO. 2017-014374CUA
460 WEST PORTAL AVE

Exhibit C – Environmental Determination
Exhibit D – Land Use Data
Exhibit E – Maps and Context Photos
Exhibit F – Occupancy Documentation



SAN FRANCISCO PLANNING DEPARTMENT

Planning Commission Draft Motion

HEARING DATE: JUNE 21, 2018

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Project Address: 460 WEST PORTAL AVENUE
Zoning: RH-1(D) (Residential- House, One Family- Detached District)
40-X Height and Bulk District
Block/Lot: 2484/007
Project Sponsor: Jim Abrams, Jim Abrrams Law, P.C.
One Maritime Plaza, Suite 1900,
San Francisco, CA 94111
Property Owner: San Francisco Waldorf School
470 West Portal Avenue
San Francisco, CA 94127
Staff Contact: Elizabeth Gordon Jonckheer – (415) 575-8728
Elizabeth.Gordon-Jonckheer@sfgov.org

ADOPTING FINDINGS RELATING TO THE APPROVAL OF CONDITIONAL USE AUTHORIZATION PURSUANT TO PLANNING CODE SECTIONS 209.1, 303 AND 317 TO ALLOW THE CONVERSION OF THE EXISTING RESIDENTIAL BUILDING AT 460 WEST PORTAL AVENUE TO A SCHOOL (EDUCATIONAL/INSTITUTIONAL USE), LOCATED IN THE RH-1 (D) (RESIDENTIAL, HOUSE-DISTRICT, ONE-FAMILY, DETACHED) ZONING DISTRICT AND 40-X HEIGHT AND BULK DISTRICT.

PREAMBLE

On March 8, 2018, Jim Abrams (hereinafter "Project Sponsor") filed Application No. 2017-014374CUA (hereinafter "Application") with the Planning Department (hereinafter "Department") for a Conditional Use Authorization for the conversion of the existing residential building at the subject property to a school/educational use (hereinafter "Project") at 460 West Portal Avenue, Block 2484, Lot 007 (hereinafter "Project Site").

The Planning Department Commission Secretary is the custodian of records; the File for Case No. 2017-014374CUA is located at 1650 Mission Street, Suite 400, San Francisco, California.

On June 21, 2018, the Commission conducted a duly noticed public hearing at a regularly scheduled meeting on Conditional Use Authorization Application No. 2017-014374CUA

On April 24, 2018, the Project was determined to be exempt from the California Environmental Quality Act ("CEQA") as a Class 1 Categorical Exemption under CEQA as described in the determination contained in the Planning Department files for this Project.

The Commission has heard and considered the testimony presented to it at the public hearing and has further considered written materials and oral testimony presented on behalf of the applicant, Department staff, and other interested parties.

MOVED, that the Commission hereby authorizes the Conditional Use Authorization as requested in Application No. 2017-014374CUA, subject to the conditions contained in "EXHIBIT A" of this motion, based on the following findings:

FINDINGS

Having reviewed the materials identified in the preamble above, and having heard all testimony and arguments, this Commission finds, concludes, and determines as follows:

1. The above recitals are accurate and constitute findings of this Commission.
2. **Project Description.** The project proposes a change of use from an existing 1,575-square-foot (sf) residential building with one 3-bedroom, plus bath, single-family residence and one vacant unauthorized dwelling, to a building serving as administrative office, meeting, and guest faculty housing space for the adjacent San Francisco Waldorf High School (SFWHS). The project includes the addition of an exterior ADA accessible ramp to provide disabled access to the front door. The project proposes one (1) Class 1 and one (1) Class 2 bicycle parking spaces. The project would retain one existing off street parking space. The project does not propose an increase in student enrollment.
3. **Site Description and Present Use.** The subject 2,678 square-foot property is located along the west side of West Portal Avenue, between 15th Avenue and Sloat Boulevard, near the intersection of Portola Drive, Sloat Boulevard, and West Portal Avenue, on Lot 007 in Assessor's Block 2484. The site is adjacent to the San Francisco Waldorf High School (SFWHS) at 470 West Portal Avenue, and single-family homes to the north of the subject site and across West Portal Avenue to the east. The site is comprised of the existing residential building and grounds enclosed by wrought-iron fencing along the front sidewalk. The home was purchased by SFWHS in 2016, is currently owned by the school, and is vacant (there is some storage of school within the building). The property is located in a RH-1(D) (Residential-House, One Family, Detached) District and a 40-X Height and Bulk District.

In 2006, 470 West Portal Avenue was converted from an office building to the existing secondary school. In December of 2016, per Case No. 2015-004567CUA, the Planning Commission approved a Conditional Use Authorization for a Planned Unit Development (PUD) at 470 West Portal Avenue allowing a two-phase expansion of the school. The approval granted a ten-year authorization timeline for sequential construction at the site, with Phase I constructing a new 35-foot tall, one-story, multi-purpose gymnasium of up to 11,100 square feet along West Portal Avenue, and Phase 2 adding approximately 12,800 square feet of space, including five new classrooms, a performance space, storage lockers and bathrooms, and a 1,700 square foot ground floor level lobby connection between the gymnasium and the existing building. The PUD authorized a total enrollment up to 240 students.

4. **Surrounding Properties and Neighborhood.** The Project Site is located within the RH-1(D) District and a 40-X Height and Bulk District in the Lakeshore neighborhood, at the southern boundary of West Portal Avenue, outside the West Portal Neighborhood Commercial District, which ends several blocks north of the subject property. The property abuts single-family residences to the north, the SFWHS campus to the south and is bordered by a grove of trees at the rear property line. The St. Francis Circle MUNI stop for the M-Oceanview and K-Ingleside lines is situated in the middle of the street near the front of the subject property. The immediate context is residential and institutional in character with commercial storefronts beginning after 15th Avenue. Aside from the West Portal Neighborhood Commercial District, other zoning districts in the vicinity of the project site include: RH-1 (Residential-House, One Family) and RH-2 Residential-House, Two-Family) districts.

5. **Public Outreach and Comments.** As of June 14, 2018, the Department has not received any public comment.

6. **Planning Code Compliance.** The Commission finds that the Project is consistent with the relevant provisions of the Planning Code in the following manner:

A. **School Use.** Planning Code Section 209.1 states that Conditional Use Authorization is required for a secondary school to operate in a RH-1(D) District.

This Conditional Use Authorization will allow the SFWHS to operate the administrative office, meeting, and guest faculty housing space for a secondary school on the subject site.

B. **Parking.** Section 151 of the Planning Code requires one off-street parking space for every six secondary school classrooms.

The Project retains one existing off-street parking space. The school does not intend to add any classrooms to the property; therefore, no parking is required for the proposed conversion. Parking might be required for the property if classrooms were added to the property in the future.

7. **Conditional Use Findings.** Planning Code Section 303 establishes criteria for the Planning Commission to consider when reviewing applications for Conditional Use authorization. On balance, the project complies with said criteria in that:

A. The proposed new uses and building, at the size and intensity contemplated and at the proposed location, will provide a development that is necessary or desirable, and compatible with, the neighborhood or the community.

The existing school opened along West Portal Avenue in 2006 and has grown slowly over the years without issue; the school has been an engaged and active member of the West Portal community. The Project provides needed space for administrative and faculty uses without affecting the school's programmatic and curriculum requirements as authorized per Case No. 2015-004567CUA. Moreover, while the subject property falls in an RH-1 (D) zoning district, the administrative and faculty uses proposed are low-impact and as such are compatible with the neighborhood. The proposed

use would not result in tenant displacement. There are no major physical changes to the subject building, and the lack of any structural changes to the buildings greatly increases the opportunity for the structure to be converted back to residential use in the future. In addition, the project is desirable because it would help the school provide a better educational experience for its students thereby helping to retain families in the City.

- B. The proposed project will not be detrimental to the health, safety, convenience or general welfare of persons residing or working in the vicinity. There are no features of the project that could be detrimental to the health, safety or convenience of those residing or working the area, in that:

- (1) Nature of proposed site, including its size and shape, and the proposed size, shape and arrangement of structures;

The height, massing and bulk of the existing building will remain the same and the proposed use will not alter the existing appearance of the project vicinity. Aside from the ADA accessible ramp the proposed work will not affect the building envelope or the arrangement of the structure on the site. The administrative and faculty use of the buildings will not be a noticeable change in character as observed from the street.

- (2) The accessibility and traffic patterns for persons and vehicles, the type and volume of such traffic, and the adequacy of proposed off-street parking and loading;

The school already received approval to enroll 240 students with parking reserved for students and faculty on the 470 West Portal Avenue site; the current project would not result in increased enrollment and therefore would not impact traffic or parking in the neighborhood. The school will continue to conduct its existing traffic management program.

- (3) The safeguards afforded to prevent noxious or offensive emissions such as noise, glare, dust and odor;

No noxious or offensive emissions will be associated with the construction of the ADA ramp or the administrative use of the site.

- (4) Treatment given, as appropriate, to such aspects as landscaping, screening, open spaces, parking and loading areas, service areas, lighting and signs;

The existing landscaping and open space would be retained. No new parking, loading areas, service areas, or significant lighting is proposed. The Department shall review any new lighting or future signage proposed in accordance with Conditions of Approval found in Exhibit A.

- C. That the use as proposed will comply with the applicable provisions of the Planning Code and will not adversely affect the General Plan.

The Project complies with all relevant requirements and standards of the Planning Code and is consistent with objectives and policies of the General Plan as detailed below.

- D. That the use as proposed would provide development that is in conformity with the purpose of the applicable Neighborhood Commercial District.

The proposed project does not fall in a Neighborhood Commercial District.

8. **Dwelling Unit Conversion.** Planning Code Section 317 provides five criteria for Planning Commission consideration in the case of a dwelling unit conversion.

- a. Whether the conversion eliminates only owner-occupied housing, and if so, for how long the unit(s) were occupied;

There are no indications that 460 West Portal Avenue was anything other than owner occupied before the school purchased the building. The subject property has been owned by the SFWHS since 2016. The building has been unoccupied since that time with SFWHS using the building for storage; none of the existing units are occupied by tenants. Based on the Project Sponsor's documentation, the previous owner bought the home in 2013, and occupied the house for three years prior to its purchase in 2016. Previous owners occupied the house from 1994 to 2002, 2002 to 2011, and 2011 to 2013. The basement level unit was added at some point during the 2011 to 2013 occupancy.

- b. Whether conversion of the unit(s) would provide desirable new non-residential use(s) appropriate for the neighborhood and adjoining district(s);

A School and its associated administrative functions are a permitted and appropriate use in a residential area when it is well designed to be compatible and complementary to the surrounding neighborhood. SFWHS has operated and slowly grown in the neighborhood and at the adjacent site for more than 12 years with no record of serious complaints to the Planning Department or Department of Building Inspection. The administrative and faculty space proposed for the building are low impact and have no significant negative effect on the surrounding residential and nearby commercial uses. No significant physical external or internal alterations proposed, the home can easily be converted back to residential use in the future.

- c. Whether conversion of the unit(s) will bring the building closer into conformance with the prevailing character of its immediate area and in the same zoning district;

The conversion from residential use to school use is permitted as a conditional use in the RH-1 (D) zoning district. The proposal does not include any exterior physical changes to the building aside from the addition of the ADA ramp. The immediate area only includes the school and surrounding single-family homes. Therefore, the proposed conversion does not reduce or increase the conformity of the buildings with the prevailing character of its immediate area and zoning district.

- d. Whether conversion of the unit(s) will be detrimental to the City's housing stock;

The school will not significantly alter the home's interiors or exteriors, and has no plans to do so. As such, the buildings can be converted back to residential use very easily.

- e. Whether conversion of the unit(s) is necessary to eliminate design, functional, or habitability deficiencies that cannot otherwise be corrected.

The conversion of the residential units is not necessary to eliminate design, functional, or habitability deficiencies that cannot otherwise be corrected.

9. **General Plan Compliance.** The Project is, on balance, consistent with the following Objectives and Policies of the General Plan:

HOUSING ELEMENT

Objectives and Policies

OBJECTIVE 11:

IN INCREASING THE SUPPLY OF HOUSING, PURSUE PLACE MAKING AND NEIGHBORHOOD BUILDING PRINCIPLES AND PRACTICES TO MAINTAIN SAN FRANCISCO'S DESIRABLE URBAN FABRIC AND ENHANCE LIVABILITY IN ALL NEIGHBORHOODS.

Policy 11.3:

Encourage appropriate neighborhood-serving commercial activities in residential areas, without causing affordable housing displacement.

Policy 11.4:

Avoid or minimize disruption caused by expansion of institutions, large-scale uses and auto-oriented development into residential areas.

OBJECTIVE 7:

ENHANCE SAN FRANCISCO'S POSITION AS A NATIONAL AND REGIONAL CENTER FOR GOVERNMENTAL, HEALTH, AND EDUCATIONAL SERVICES.

Policy 7.2:

Encourage the extension of needed health and educational services, but manage expansion to avoid or minimize disruption of adjacent residential areas.

Policy 7.3:

Promote the provision of adequate health and educational services to all geographical districts and cultural groups in the city.

The proposed expansion of an appropriate neighborhood activity (secondary school) will have minimal impact on the neighboring residential area due to its small size. The dwelling units converted to administrative and faculty use are not designated affordable housing. SFWHS is a school with an existing campus that does not significantly intrude into the surrounding residential area. It provides necessary and desirable private educational services for a diverse set of families within the neighborhood, City, and region. The Project is also in proximity to ample public transportation. On balance, the Project is consistent with the Objectives and Policies of the General Plan.

10. **Planning Code Section 101.1(b)** establishes eight priority-planning policies and requires review of permits for consistency with said policies. On balance, the project complies with said policies in that:

- A. That existing neighborhood-serving retail uses be preserved and enhanced and future opportunities for resident employment in and ownership of such businesses be enhanced.

The proposal will not add or remove any neighborhood-serving retail uses.

- B. That existing housing and neighborhood character be conserved and protected in order to preserve the cultural and economic diversity of our neighborhoods.

The school has existed in the neighborhood for twelve years. The conversion of the residential use at 460 West Portal Avenue will not change the visual character of the structure or the character of the neighborhood.

- C. That the City's supply of affordable housing be preserved and enhanced,

The Project will convert the existing home to administrative and faculty use. The units at the property are not designated as affordable housing units. Additionally, it is very likely that the building could easily be converted back to residential use sometime in the future.

- D. That commuter traffic not impede MUNI transit service or overburden our streets or neighborhood parking.

The Project Site is served by nearby public transportation options. The Project is located near the St. Francis Circle MUNI stop for the M-Oceanview and K-Ingleside lines, which is situated in the middle of the street in front of the subject property. The project proposes one (1) Class 1 and one (1) Class 2 bicycle parking spaces, and would retain one existing off-street parking space for administrative personnel or school faculty. The school has parking reserved for students and faculty on the 470 West Portal Avenue site; the current project would not result in increased enrollment and therefore, would not impact traffic or parking in the neighborhood. The school will continue to conduct its existing traffic management program.

- E. That a diverse economic base be maintained by protecting our industrial and service sectors from displacement due to commercial office development, and that future opportunities for resident employment and ownership in these sectors be enhanced.

The Project will not displace any service or industry establishment. The project will not affect industrial or service sector uses or related employment opportunities. Ownership of industrial or service sector businesses will not be affected by this project.

- F. That the City achieve the greatest possible preparedness to protect against injury and loss of life in an earthquake.

The Project will be designed and will be constructed to conform to the structural and seismic safety requirements of the Building Code. This proposal will not impact the property's ability to withstand an earthquake.

- G. That landmarks and historic buildings be preserved.

Currently, the Project Site does not contain any City Landmarks or historic buildings.

- H. That our parks and open space and their access to sunlight and vistas be protected from development.

The Project will have no negative impact on existing parks and open spaces. The Project does not have an impact on open spaces.

11. The Project is consistent with and would promote the general and specific purposes of the Code provided under Section 101.1(b) in that, as designed, the Project would contribute to the character and stability of the neighborhood and would constitute a beneficial development.
12. The Commission hereby finds that approval of the Conditional Use Authorization would promote the health, safety and welfare of the City.

DECISION

That based upon the Record, the submissions by the Applicant, the staff of the Department and other interested parties, the oral testimony presented to this Commission at the public hearings, and all other written materials submitted by all parties, the Commission hereby **APPROVES Conditional Use Authorization Application No. 2017-014374CUA** subject to the following conditions attached hereto as “EXHIBIT A” in general conformance with plans on file, dated February 8, 2018 and stamped “EXHIBIT B”, which is incorporated herein by reference as though fully set forth.

APPEAL AND EFFECTIVE DATE OF MOTION: Any aggrieved person may appeal this Conditional Use Authorization to the Board of Supervisors within thirty (30) days after the date of this Motion. The effective date of this Motion shall be the date of this Motion if not appealed (after the 30-day period has expired) OR the date of the decision of the Board of Supervisors if appealed to the Board of Supervisors. For further information, please contact the Board of Supervisors at (415) 554-5184, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

Protest of Fee or Exaction: You may protest any fee or exaction subject to Government Code Section 66000 that is imposed as a condition of approval by following the procedures set forth in Government Code Section 66020. The protest must satisfy the requirements of Government Code Section 66020(a) and must be filed within 90 days of the date of the first approval or conditional approval of the development referencing the challenged fee or exaction. For purposes of Government Code Section 66020, the date of imposition of the fee shall be the date of the earliest discretionary approval by the City of the subject development.

If the City has not previously given Notice of an earlier discretionary approval of the project, the Planning Commission’s adoption of this Motion, Resolution, Discretionary Review Action or the Zoning Administrator’s Variance Decision Letter constitutes the approval or conditional approval of the development and the City hereby gives **NOTICE** that the 90-day protest period under Government Code Section 66020 has begun. If the City has already given Notice that the 90-day approval period has begun for the subject development, then this document does not re-commence the 90-day approval period.

I hereby certify that the Planning Commission ADOPTED the foregoing Motion on June 21, 2018.

Jonas P. Ionin
Commission Secretary

AYES:

NAYS:

ABSENT:

ADOPTED: June 21, 2018

EXHIBIT A

AUTHORIZATION

This authorization is for a conditional use to allow the conversion of the existing residential building at the 460 West Portal Avenue to a school/educational use, providing administrative office, meeting, and guest faculty housing spaces to an educational facility d.b.a. Waldorf High School, located in Block 2484, and Lot 007, pursuant to Planning Code Sections 209.1, 303, and 317 within the RH-1 (D) (Residential, House-District, One-Family, Detached) Zoning District, and a 40-X Height and Bulk District; in general conformance with plans, dated **February 8, 2018**, and stamped "EXHIBIT B" included in the docket for Case No. **2017-014374CUA** and subject to conditions of approval reviewed and approved by the Commission on **June 21, 2018** under Motion No. **XXXXXX**. This authorization and the conditions contained herein run with the property and not with a particular Project Sponsor, business, or operator.

RECORDATION OF CONDITIONS OF APPROVAL

Prior to the issuance of the building permit or commencement of use for the Project the Zoning Administrator shall approve and order the recordation of a Notice in the Official Records of the Recorder of the City and County of San Francisco for the subject property. This Notice shall state that the project is subject to the conditions of approval contained herein and reviewed and approved by the Planning Commission on **June 21, 2018** under Motion No. **XXXXXX**.

PRINTING OF CONDITIONS OF APPROVAL ON PLANS

The conditions of approval under the 'Exhibit A' of this Planning Commission Motion No. **XXXXXX** shall be reproduced on the Index Sheet of construction plans submitted with the site or building permit application for the Project. The Index Sheet of the construction plans shall reference to the Conditional Use authorization and any subsequent amendments or modifications.

SEVERABILITY

The Project shall comply with all applicable City codes and requirements. If any clause, sentence, section or any part of these conditions of approval is for any reason held to be invalid, such invalidity shall not affect or impair other remaining clauses, sentences, or sections of these conditions. This decision conveys no right to construct, or to receive a building permit. "Project Sponsor" shall include any subsequent responsible party.

CHANGES AND MODIFICATIONS

Changes to the approved plans may be approved administratively by the Zoning Administrator. Significant changes and modifications of conditions shall require Planning Commission approval of a new Conditional Use authorization.

Conditions of Approval, Compliance, Monitoring, and Reporting

PERFORMANCE

1. **Validity.** The authorization and right vested by virtue of this action is valid for three (3) years from the effective date of the Motion. The Department of Building Inspection shall have issued a Building Permit or Site Permit to construct the project and/or commence the approved use within this three-year period.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

2. **Expiration and Renewal.** Should a Building or Site Permit be sought after the three (3) year period has lapsed, the project sponsor must seek a renewal of this Authorization by filing an application for an amendment to the original Authorization or a new application for Authorization. Should the project sponsor decline to so file, and decline to withdraw the permit application, the Commission shall conduct a public hearing in order to consider the revocation of the Authorization. Should the Commission not revoke the Authorization following the closure of the public hearing, the Commission shall determine the extension of time for the continued validity of the Authorization.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

3. **Diligent pursuit.** Once a site or Building Permit has been issued, construction must commence within the timeframe required by the Department of Building Inspection and be continued diligently to completion. Failure to do so shall be grounds for the Commission to consider revoking the approval if more than three (3) years have passed since this Authorization was approved.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

4. **Extension.** All time limits in the preceding three paragraphs may be extended at the discretion of the Zoning Administrator where implementation of the project is delayed by a public agency, an appeal or a legal challenge and only by the length of time for which such public agency, appeal or challenge has caused delay.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

5. **Conformity with Current Law.** No application for Building Permit, Site Permit, or other entitlement shall be approved unless it complies with all applicable provisions of City Codes in effect at the time of such approval.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

DESIGN – COMPLIANCE AT PLAN STAGE

6. **Final Materials.** The Project Sponsor shall continue to work with the Planning Department on updates to design. Final materials, glazing, color, texture, landscaping, and detailing shall be

subject to Department staff review and approval. Any work to the exterior façade should feature high-quality durable materials that reflect the architectural detailing and character of the existing building and neighborhood. In the future, if windows and doors are to be repaired, repainted and/or replaced in kind, or any windows or doors are added, these elements should complement those existing. The architectural addenda shall be reviewed and approved by the Planning Department prior to issuance.

For information about compliance, contact the Case Planner, Planning Department at 415-575-8728, www.sf-planning.org

7. **Garbage, composting and recycling storage.** Space for the collection and storage of garbage, composting, and recycling shall be provided within enclosed areas on the property and clearly labeled and illustrated on the building permit plans. Space for the collection and storage of recyclable and compostable materials that meets the size, location, accessibility and other standards specified by the San Francisco Recycling Program shall be provided at the ground level of the buildings.

For information about compliance, contact the Case Planner, Planning Department at 415-575-8728, www.sf-planning.org

8. **Signage.** If signage is proposed as part of the project, the Project Sponsor shall obtain a sign permit in compliance with Article 6 of the Planning Code. All exterior signage shall be designed to complement, not compete with, the existing architectural character and architectural features of the building.

For information about compliance, contact the Case Planner, Planning Department at 415-575-8728, www.sf-planning.org

9. **Transformer Vault.** The location of individual project PG&E Transformer Vault installations has significant effects to San Francisco streetscapes when improperly located. However, they may not have any impact if they are installed in preferred locations. Therefore, the Planning Department recommends the following preference schedule in locating new transformer vaults, in order of most to least desirable:

- a. On-site, in a basement area accessed via a garage or other access point without use of separate doors on a ground floor façade facing a public right-of-way;
- b. On-site, in a driveway, underground;
- c. On-site, above ground, screened from view, other than a ground floor façade facing a public right-of-way;
- d. Public right-of-way, underground, under sidewalks with a minimum width of 12 feet, avoiding effects on streetscape elements, such as street trees; and based on Better Streets Plan guidelines;
- e. Public right-of-way, underground; and based on Better Streets Plan guidelines;
- f. Public right-of-way, above ground, screened from view; and based on Better Streets Plan guidelines;
- g. On-site, in a ground floor façade (the least desirable location).

Unless otherwise specified by the Planning Department, Department of Public Work's Bureau of Street Use and Mapping (DPW BSM) should use this preference schedule for all new transformer vault installation requests.

For information about compliance, contact Bureau of Street Use and Mapping, Department of Public Works at 415-554-5810, <http://sfdpw.org>

10. **Noise.** Plans submitted with the building permit application for the approved project shall incorporate acoustical insulation and other sound proofing measures to control noise.

For information about compliance, contact the Case Planner, Planning Department at 415-575-8728, www.sf-planning.org

11. **Odor Control Unit.** In order to ensure any significant noxious or offensive odors are prevented from escaping the premises once the project is operational, the building permit application to implement the project shall include air cleaning or odor control equipment details and manufacturer specifications on the plans if applicable as determined by the project planner. Odor control ducting shall not be applied to the primary façade of the building.

For information about compliance, contact the Case Planner, Planning Department at 415-575-8728, www.sf-planning.org

PARKING AND TRAFFIC

12. **Bicycle Parking.** The Project shall continue to provide no fewer than **one (1)** Class 1 and **one (1)** Class 2 bicycle parking spaces as required by Planning Code Sections 155.1 and 155.2.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

13. **Parking Requirement.** Pursuant to Planning Code Section 151, the Project shall continue to provide **one (1)** independently accessible off-street parking space.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

14. **Managing Traffic During Construction.** The Project Sponsor and construction contractor(s) shall coordinate with the Traffic Engineering and Transit Divisions of the San Francisco Municipal Transportation Agency (SFMTA), the Police Department, the Fire Department, the Planning Department, and other construction contractor(s) for any concurrent nearby Projects to manage traffic congestion and pedestrian circulation effects during construction proposed for the ADA ramping at the Project site.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

MONITORING - AFTER ENTITLEMENT

15. **Enforcement.** Violation of any of the Planning Department conditions of approval contained in this Motion or of any other provisions of Planning Code applicable to this Project shall be subject to the enforcement procedures and administrative penalties set forth under Planning Code Section 176 or Section 176.1. The Planning Department may also refer the violation complaints to other city departments and agencies for appropriate enforcement action under their jurisdiction.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

16. **Revocation due to Violation of Conditions.** Should implementation of this Project result in complaints from interested property owners, residents, or commercial lessees which are not resolved by the Project Sponsor and found to be in violation of the Planning Code and/or the specific conditions of approval for the Project as set forth in Exhibit A of this Motion, the Zoning Administrator shall refer such complaints to the Commission, after which it may hold a public hearing on the matter to consider revocation of this authorization.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

OPERATION

17. **Kitchen to Remain and Other Conversions.** The existing kitchen in the building shall not be removed, and no other alterations shall be permitted that will hinder or prohibit the building's conversion back to residential use in the future.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

18. **Sidewalk Maintenance.** The Project Sponsor shall maintain the main entrance to the building and all sidewalks abutting the subject property in a clean and sanitary condition in compliance with the Department of Public Works Streets and Sidewalk Maintenance Standards.

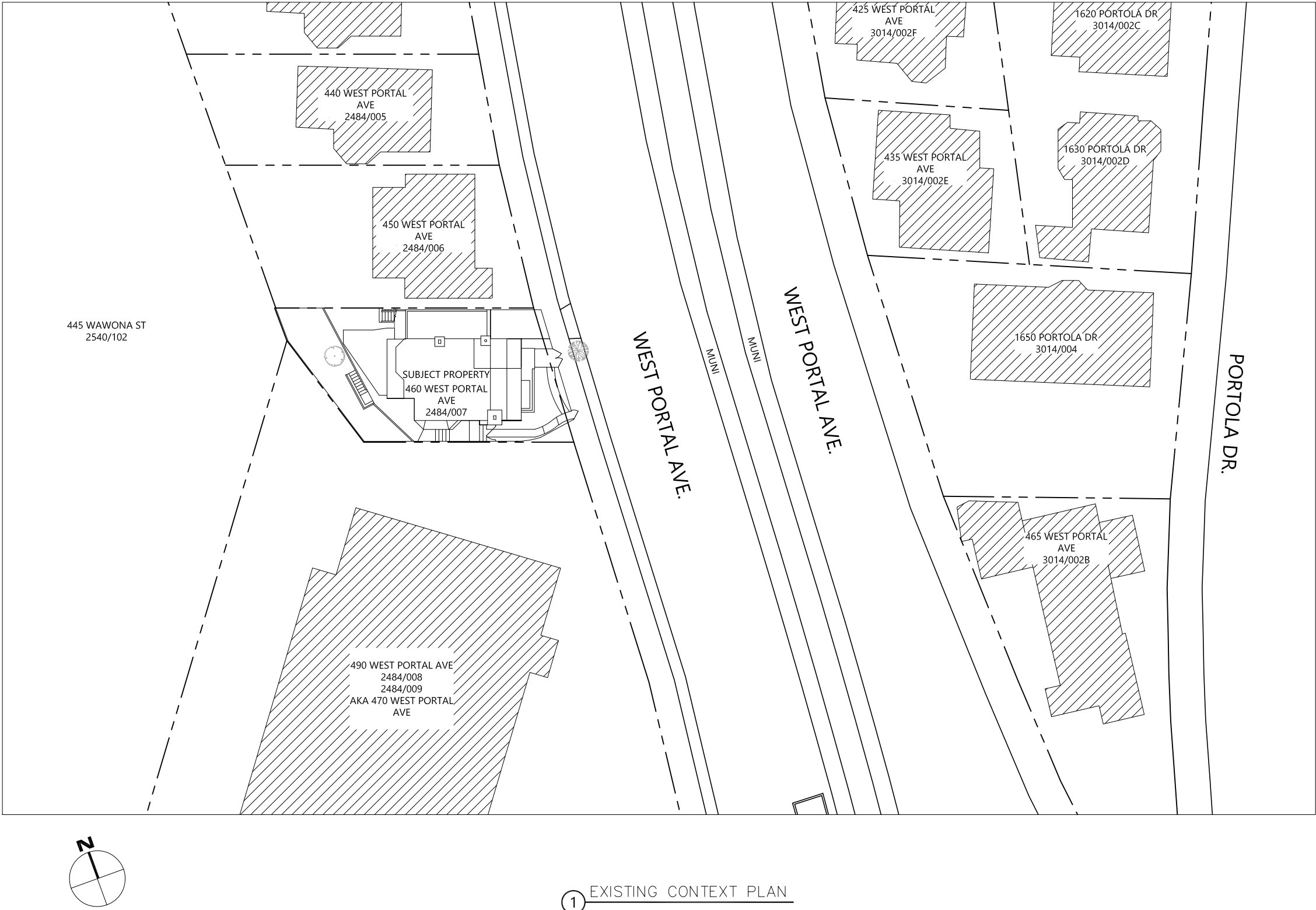
For information about compliance, contact Bureau of Street Use and Mapping, Department of Public Works, 415-695-2017, <http://sfdpw.org>

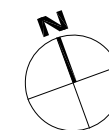
19. **Lighting.** All Project lighting shall be directed onto the Project site and immediately surrounding sidewalk area only, and designed and managed so as not to be a nuisance to adjacent residents. Nighttime lighting shall be the minimum necessary to ensure safety, but shall in no case be directed so as to constitute a nuisance to any surrounding property.

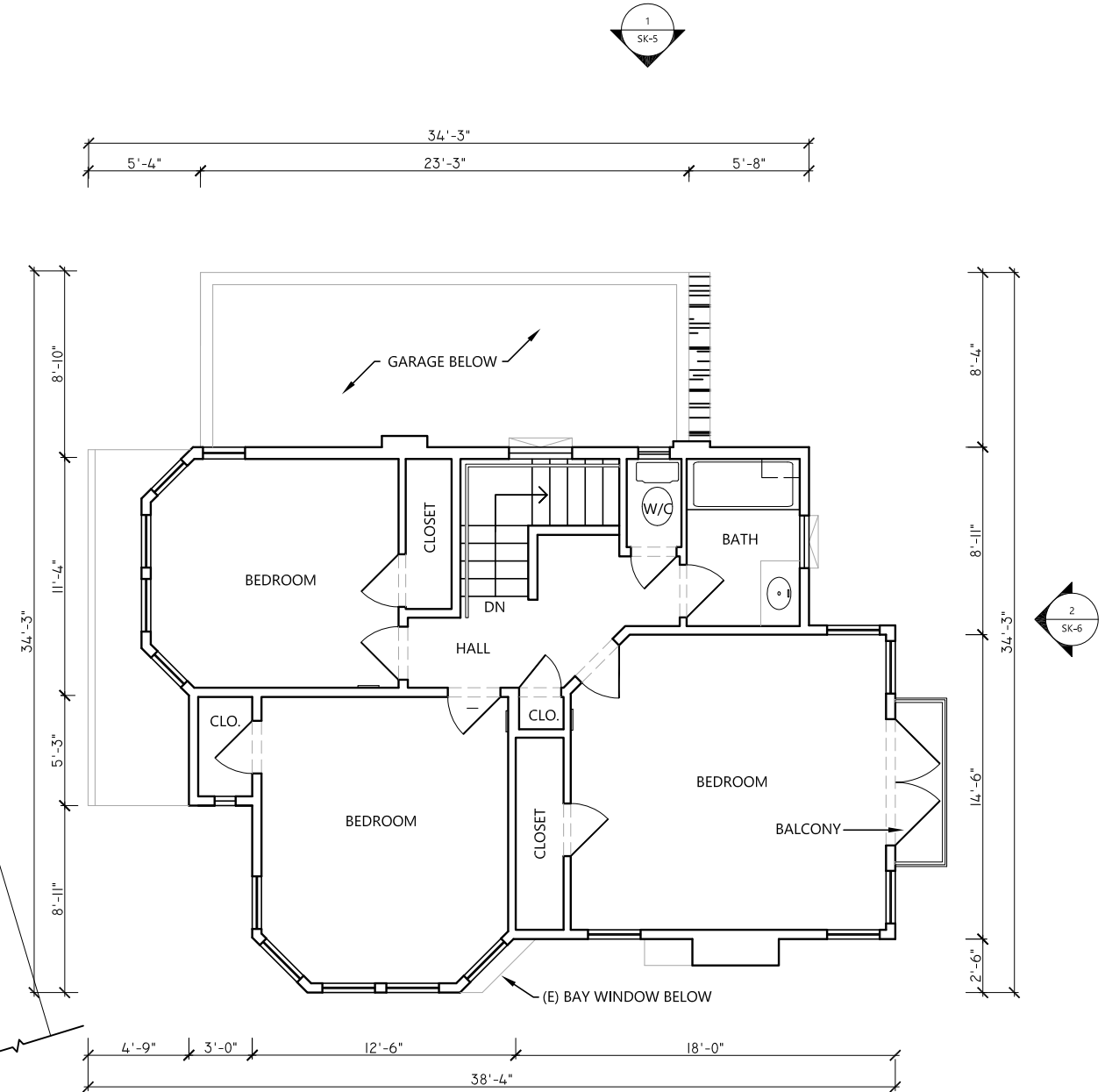
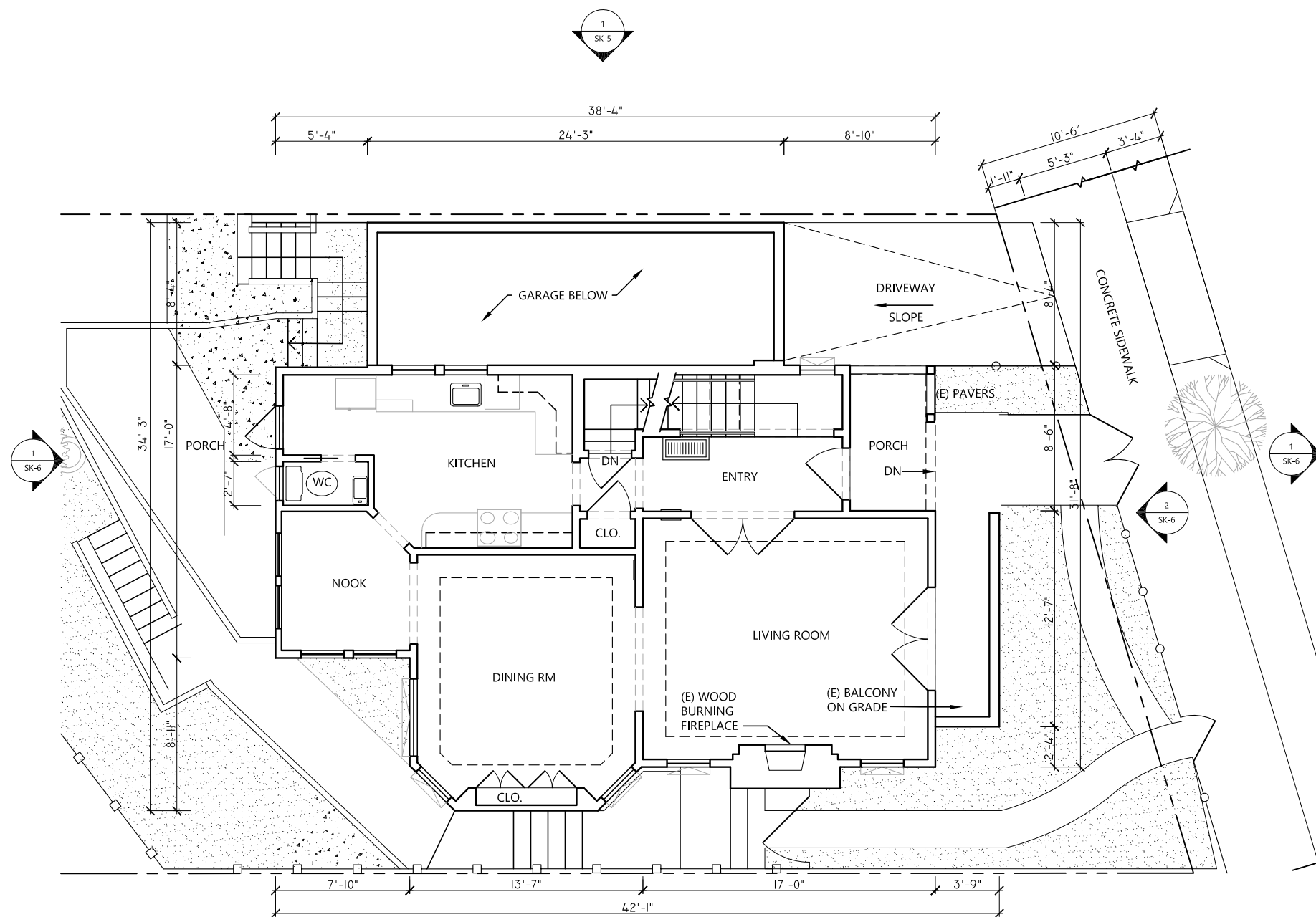
For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

20. **Community Liaison.** Prior to issuance of a building permit to construct the project and implement the approved use, the Project Sponsor shall appoint a community liaison officer to deal with the issues of concern to owners and occupants of nearby properties. The Project Sponsor shall provide the Zoning Administrator with written notice of the name, business address, and telephone number of the community liaison. Should the contact information change, the Zoning Administrator shall be made aware of such change. The community liaison shall report to the Zoning Administrator what issues, if any, are of concern to the community and what issues have not been resolved by the Project Sponsor.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org







SAN FRANCISCO WALDORF HIGH SCHOOL
460 WEST PORTAL AVENUE
SAN FRANCISCO, CA 94127

SK-2

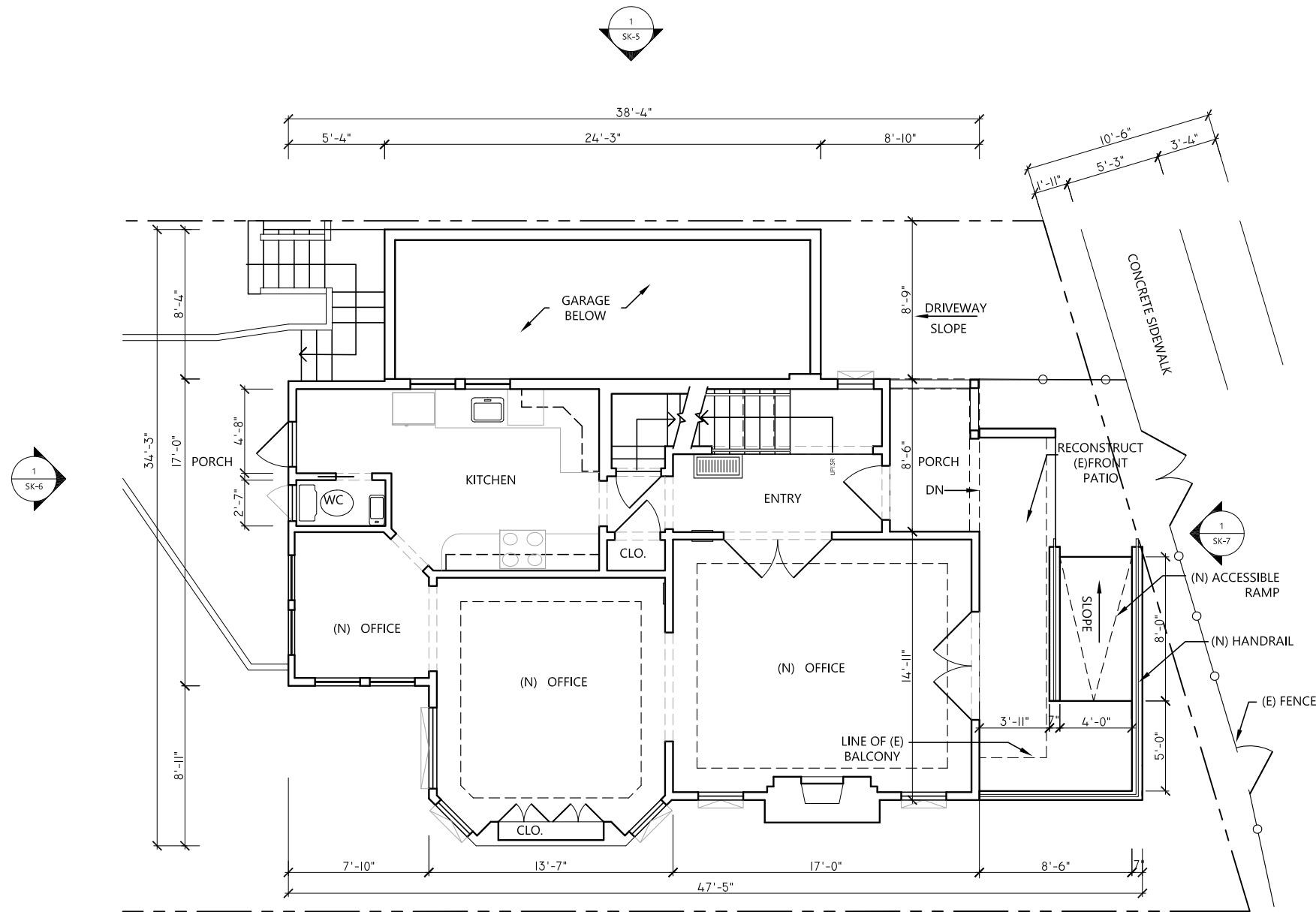
EXISTING PLANS

$$1/8'' = 1'-0''$$

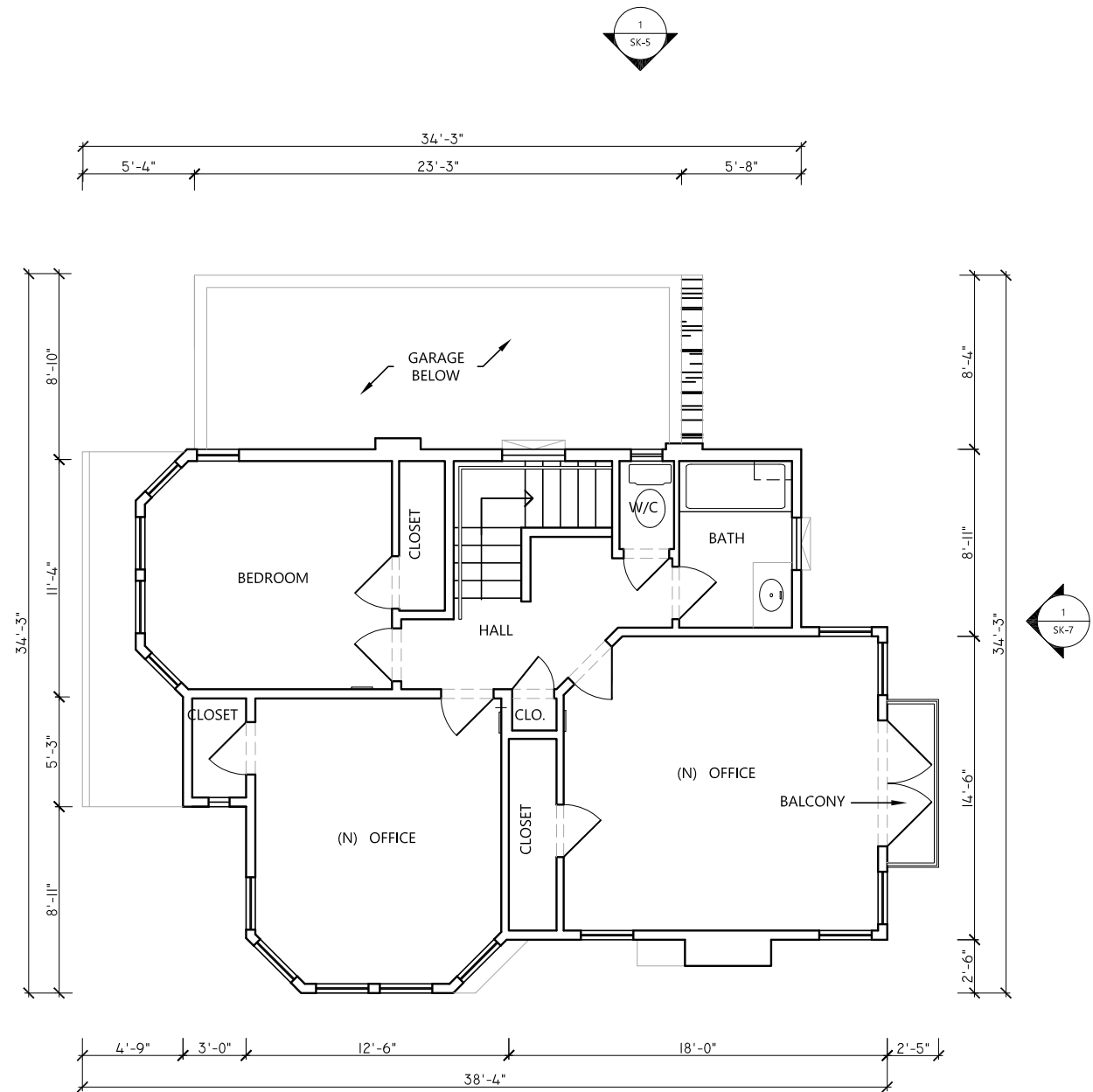
02.08.2018

450 ARCHITECTS, INC.
9 PIER, SUITE 105
SAN FRANCISCO, CA 94111

50



2 PROPOSED ENTRY LEVEL FLOOR PLAN



1 PROPOSED SECOND LEVEL FLOOR PLAN



SAN FRANCISCO WALDORF HIGH SCHOOL
460 WEST PORTAL AVENUE
SAN FRANCISCO, CA 94127

SK-3

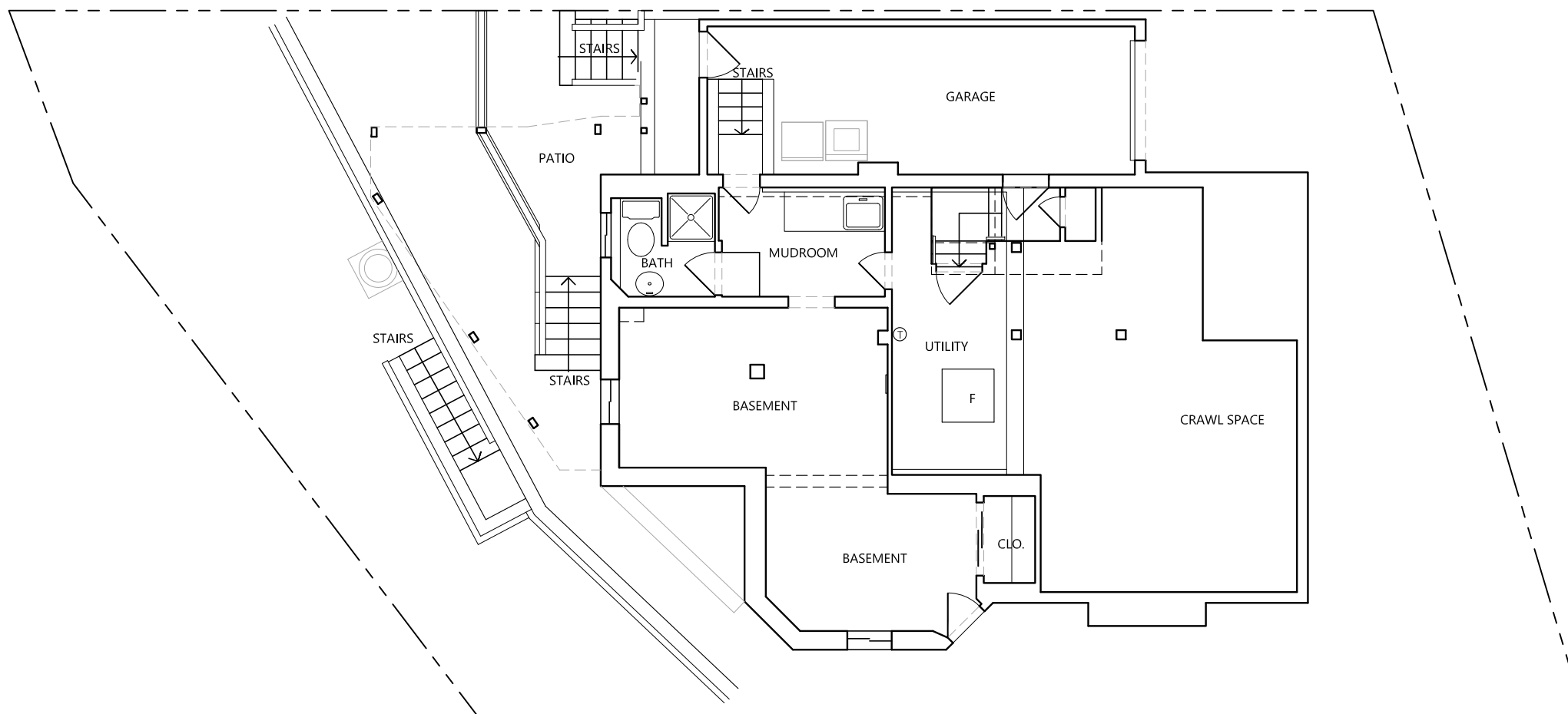
PROPOSED PLANS

1/8" = 1'-0"

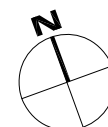
02.08.2018

450 ARCHITECTS, INC.
9 PIER, SUITE 105
SAN FRANCISCO, CA 94111





① EXISTING BASEMENT PLAN (NO WORK)



SAN FRANCISCO WALDORF HIGH SCHOOL
 460 WEST PORTAL AVENUE
 SAN FRANCISCO, CA 94127

SK-4

BASEMENT PLAN

1/8" = 1'-0"

02.08.2018

450 ARCHITECTS, INC.
 9 PIER, SUITE 105
 SAN FRANCISCO, CA 94111

450



② EXISTING SOUTHEAST
ELEVATION

T.O. ROOF
+21' - 5"

SECOND LEVEL
+9' - 5"

T.O. GARAGE
+5' - 5"

ENTRY LEVEL
0' - 0"

T.O. CURB
-0' - 9"

GARAGE LEVEL
-4' - 0"



① EXISTING NORTHEAST
ELEVATION

T.O. ROOF
+21' - 5"

SECOND LEVEL
+9' - 5"

ENTRY LEVEL
0' - 0"

T.O. CURB
-0' - 9"

GARAGE LEVEL
-4' - 0"

GRADE @ REAR
-12' - 4"



SAN FRANCISCO WALDORF HIGH SCHOOL
460 WEST PORTAL AVENUE
SAN FRANCISCO, CA 94127

SK-5

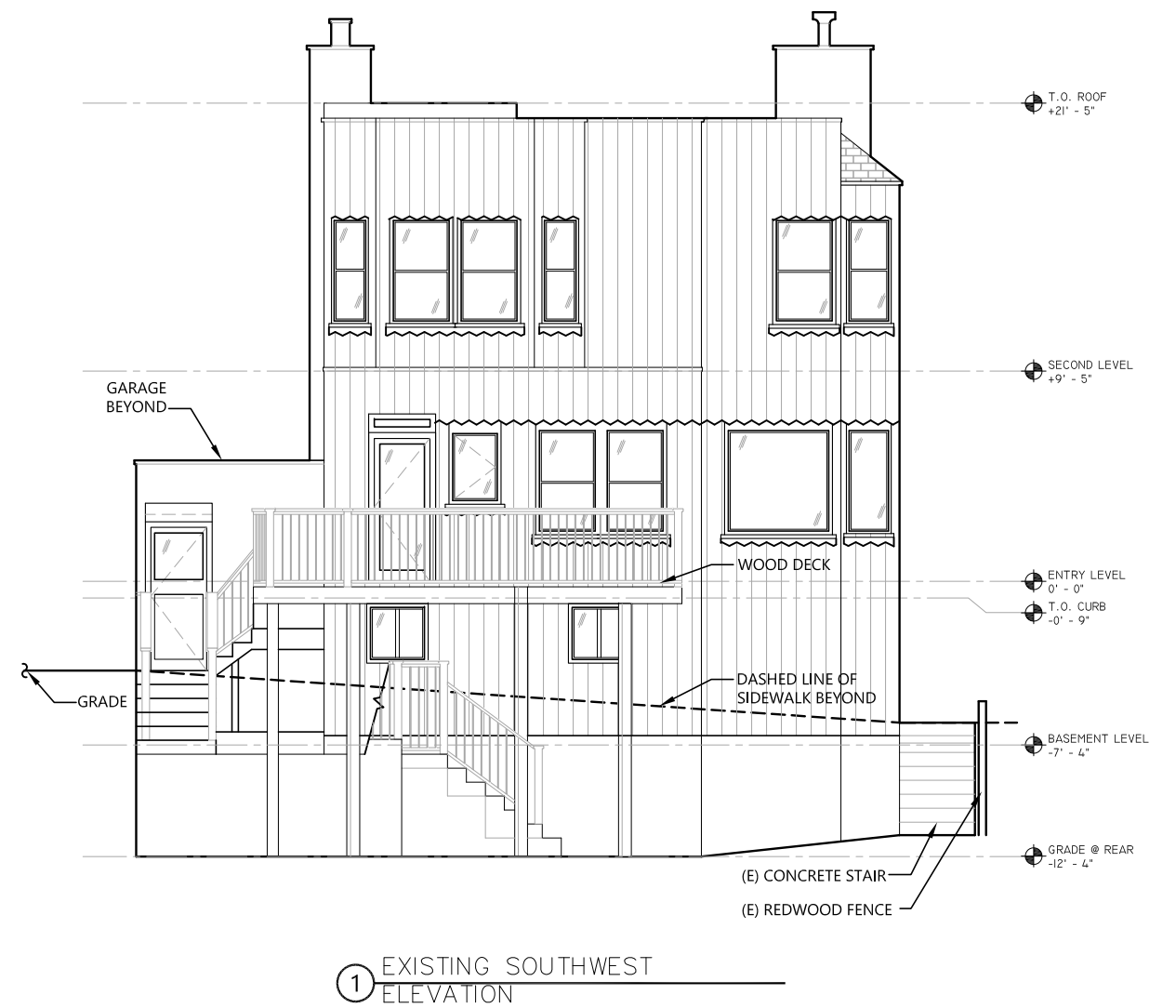
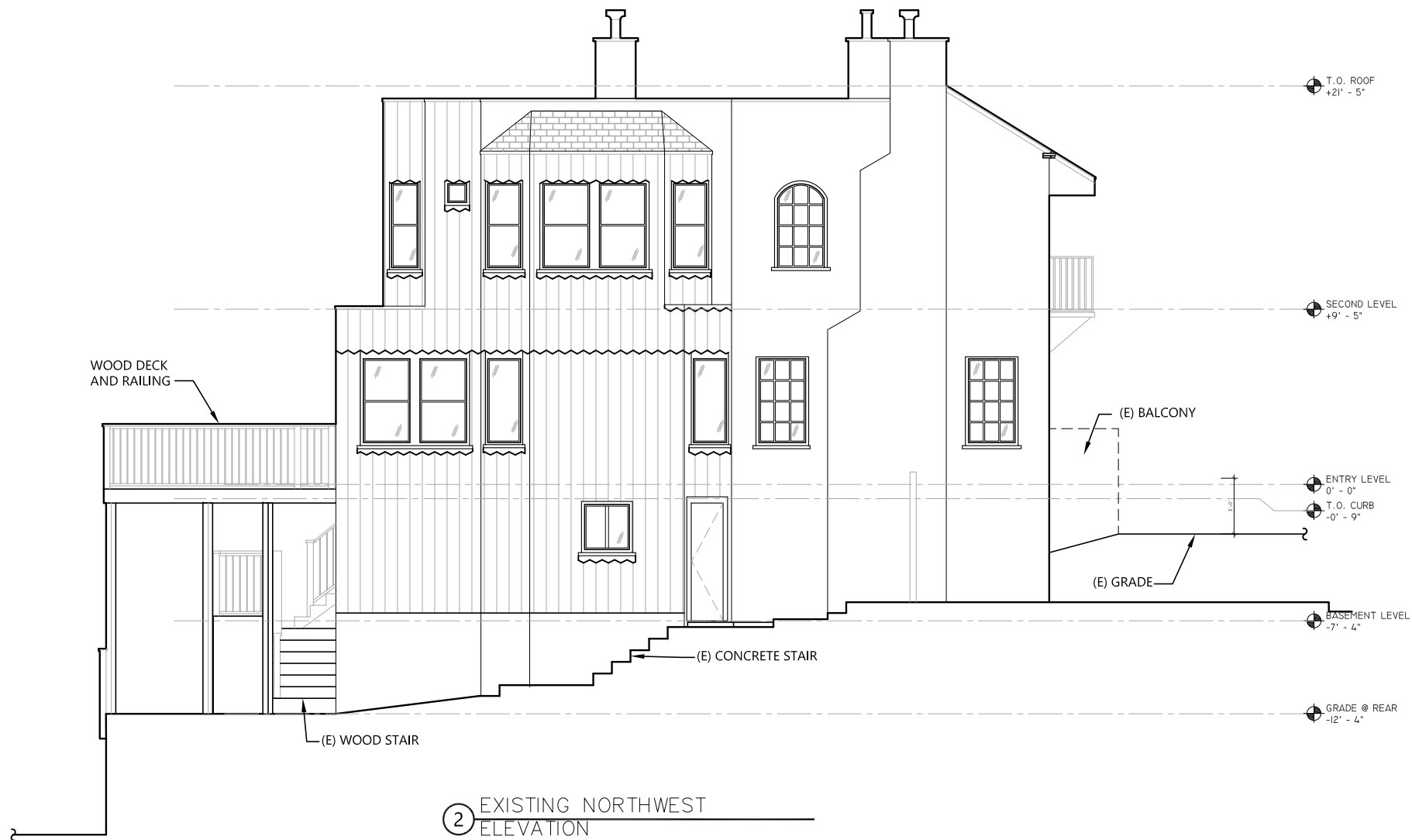
EXISTING ELEVATIONS

1/8" = 1'-0"

02.08.2018

450 ARCHITECTS, INC.
9 PIER, SUITE 105
SAN FRANCISCO, CA 94111





SAN FRANCISCO WALDORF HIGH SCHOOL
460 WEST PORTAL AVENUE
SAN FRANCISCO, CA 94127

SK-6

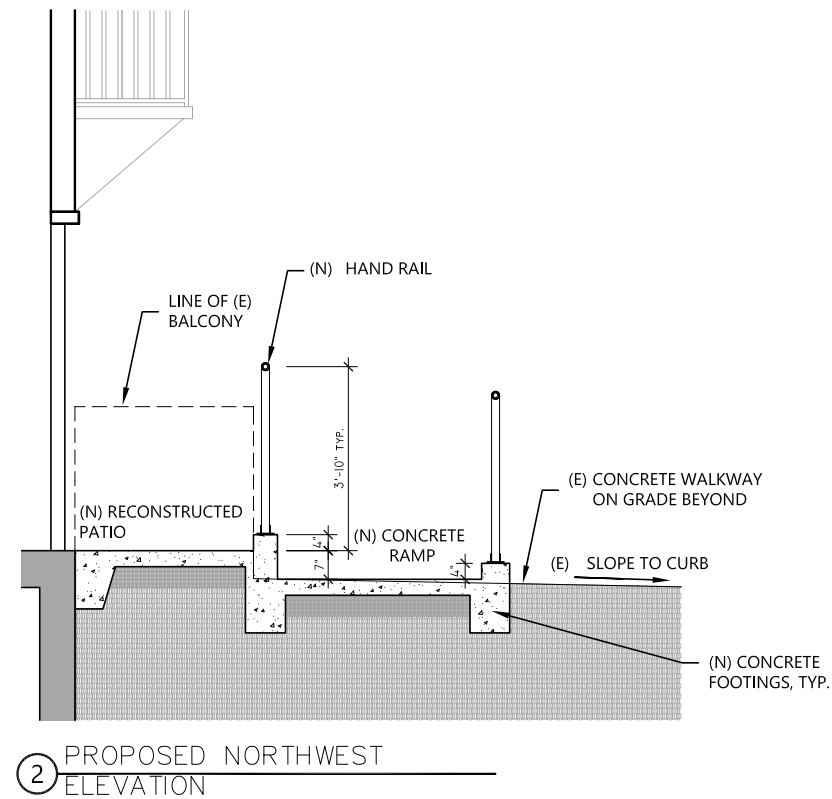
EXISTING ELEVATIONS

1/8" = 1'-0"

02.08.2018

450 ARCHITECTS, INC.
9 PIER, SUITE 105
SAN FRANCISCO, CA 94111

450



SAN FRANCISCO WALDORF HIGH SCHOOL
460 WEST PORTAL AVENUE
SAN FRANCISCO, CA 94127

SK-7

PROPOSED ELEVATIONS

1/8" = 1'-0"

02.08.2018

450 ARCHITECTS, INC.
9 PIER, SUITE 105
SAN FRANCISCO, CA 94111

450



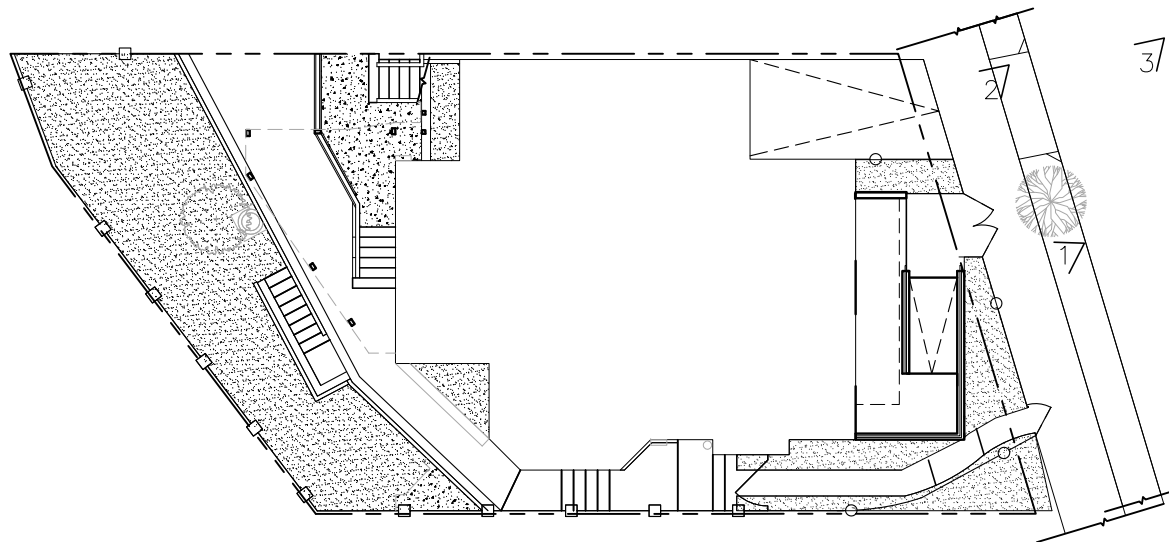
① WEST PORTAL AVE. VIEW



② VIEW FROM NORTHEAST



③ VIEW FROM NORTHEAST CURB CUT



SAN FRANCISCO WALDORF HIGH SCHOOL
460 WEST PORTAL AVENUE
SAN FRANCISCO, CA 94127

SK-8

PHOTOS
1/16"= 1'-0"

02.08.2018

450 ARCHITECTS, INC.
9 PIER, SUITE 105
SAN FRANCISCO, CA 94111

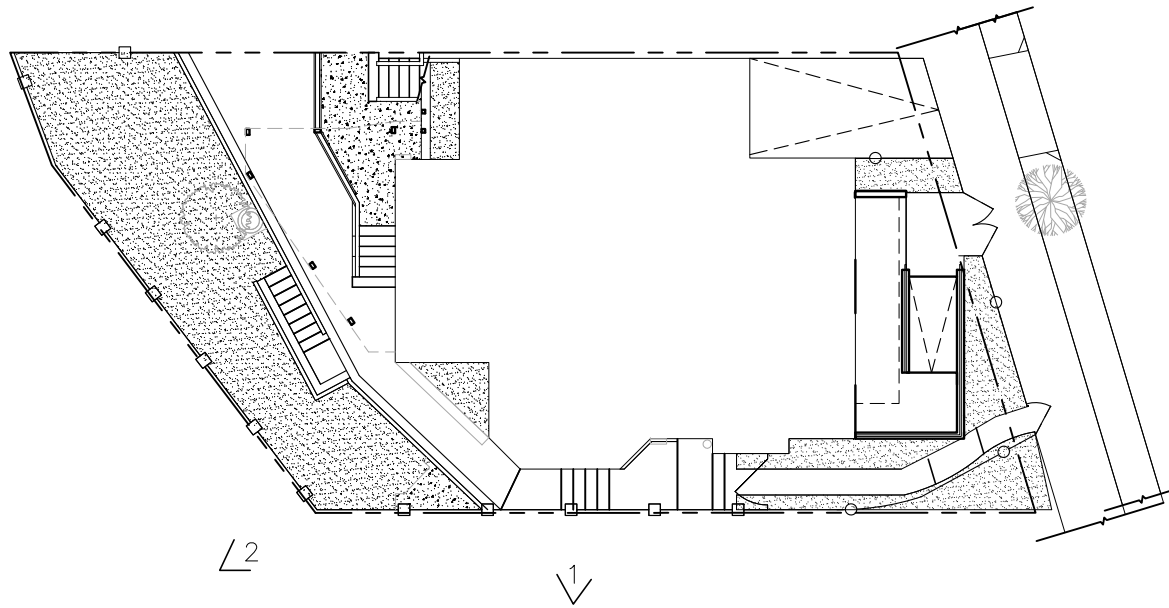




① SOUTH ELEVATION VIEW



② VIEW FROM SOUTHWEST



SAN FRANCISCO WALDORF HIGH SCHOOL
460 WEST PORTAL AVENUE
SAN FRANCISCO, CA 94127

SK-9

PHOTOS

1/16"= 1'-0"

02.08.2018

450 ARCHITECTS, INC.
9 PIER, SUITE 105
SAN FRANCISCO, CA 94111





① SOUTH ELEVATION VIEW



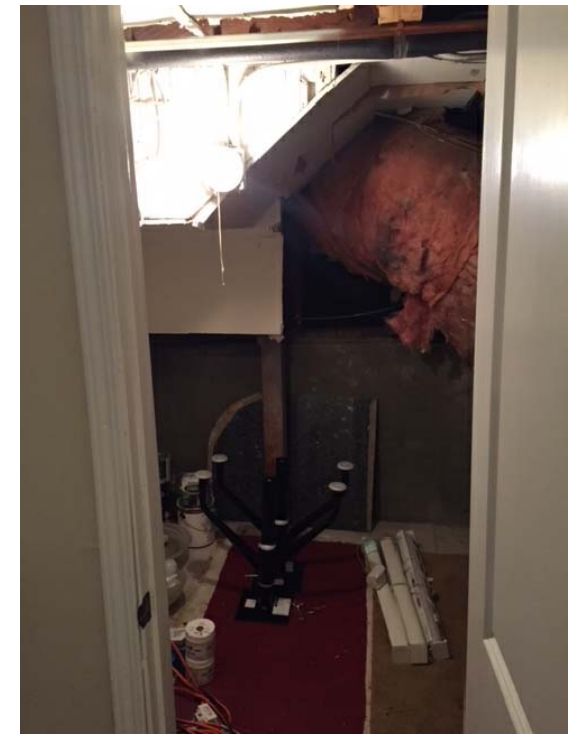
② VIEW FROM SOUTHWEST



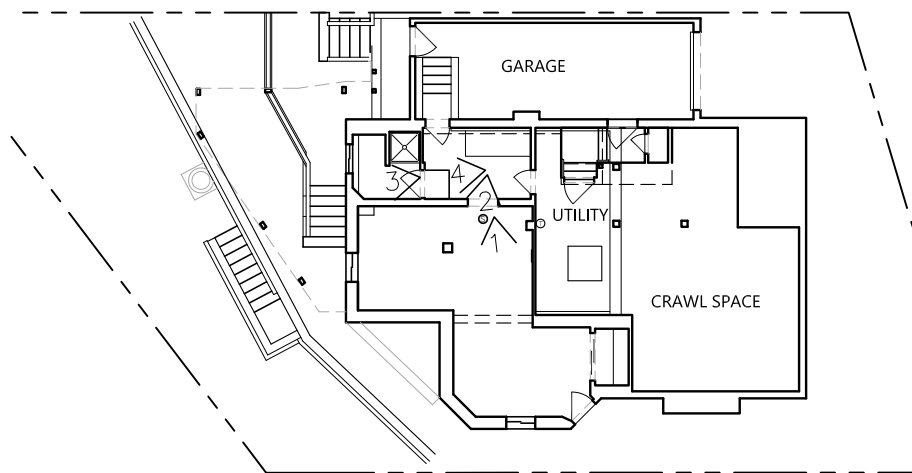
③ VIEW FROM SOUTHWEST



④ VIEW FROM SOUTHWEST



⑤ VIEW FROM SOUTHWEST



⑥ KEY PLAN



SAN FRANCISCO WALDORF HIGH SCHOOL
460 WEST PORTAL AVENUE
SAN FRANCISCO, CA 94127

SK-10

PHOTOS
1/16"= 1'-0"

02.08.2018

450 ARCHITECTS, INC.
9 PIER, SUITE 105
SAN FRANCISCO, CA 94111





SAN FRANCISCO PLANNING DEPARTMENT

CEQA Categorical Exemption Determination

PROPERTY INFORMATION/PROJECT DESCRIPTION

Project Address		Block/Lot(s)
460 WEST PORTAL AVE		2484/007
Case No.		Permit No.
2017-014374ENV		
<input checked="" type="checkbox"/> Addition/ Alteration	<input type="checkbox"/> Demolition (requires HRE for Category B Building)	<input type="checkbox"/> New Construction
<p>Project description for Planning Department approval.</p> <p>Conversion of an existing, 2-story, 3-bedroom, plus bath, single-family residence to provide administrative office, meeting, and guest faculty housing spaces to support the existing Educational Uses at the adjacent property located at 470 West Portal Avenue, the San Francisco Waldorf High School. The proposed scope of work will be limited to a new amp in the front yard to provide disabled access to the front door, and an accessible toilet on the ground floor.</p>		

STEP 1: EXEMPTION CLASS

Note: If neither class applies, an <i>Environmental Evaluation Application</i> is required.	
<input checked="" type="checkbox"/>	Class 1 - Existing Facilities. Interior and exterior alterations; additions under 10,000 sq. ft.
<input type="checkbox"/>	Class 3 - New Construction. Up to three new single-family residences or six dwelling units in one building; commercial/office structures; utility extensions; change of use under 10,000 sq. ft. if principally permitted or with a CU.
<input type="checkbox"/>	<p>Class 32 - In-Fill Development. New Construction of seven or more units or additions greater than 10,000 sq. ft. and meets the conditions described below:</p> <p>(a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations.</p> <p>(b) The proposed development occurs within city limits on a project site of no more than 5 acres substantially surrounded by urban uses.</p> <p>(c) The project site has no value as habitat for endangered rare or threatened species.</p> <p>(d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.</p> <p>(e) The site can be adequately served by all required utilities and public services.</p> <p>FOR ENVIRONMENTAL PLANNING USE ONLY</p>
<input type="checkbox"/>	Class ____

STEP 2: CEQA IMPACTS

TO BE COMPLETED BY PROJECT PLANNER

If any box is checked below, an *Environmental Evaluation Application* is required.

<input type="checkbox"/>	Air Quality: Would the project add new sensitive receptors (specifically, schools, day care facilities, hospitals, residential dwellings, and senior-care facilities within an Air Pollution Exposure Zone? Does the project have the potential to emit substantial pollutant concentrations (e.g., backup diesel generators, heavy industry, diesel trucks, etc.)? (refer to EP_ArcMap > CEQA Catex Determination Layers > Air Pollution Exposure Zone)
<input type="checkbox"/>	Hazardous Materials: If the project site is located on the Maher map or is suspected of containing hazardous materials (based on a previous use such as gas station, auto repair, dry cleaners, or heavy manufacturing, or a site with underground storage tanks): Would the project involve 50 cubic yards or more of soil disturbance - or a change of use from industrial to residential? If yes, this box must be checked and the project applicant must submit an Environmental Application with a Phase I Environmental Site Assessment. <i>Exceptions: do not check box if the applicant presents documentation of enrollment in the San Francisco Department of Public Health (DPH) Maher program, a DPH waiver from the Maher program, or other documentation from Environmental Planning staff that hazardous material effects would be less than significant (refer to EP_ArcMap > Maher layer).</i>
<input type="checkbox"/>	Transportation: Does the project create six (6) or more net new parking spaces or residential units? Does the project have the potential to adversely affect transit, pedestrian and/or bicycle safety (hazards) or the adequacy of nearby transit, pedestrian and/or bicycle facilities?
<input type="checkbox"/>	Archeological Resources: Would the project result in soil disturbance/modification greater than two (2) feet below grade in an archeological sensitive area or eight (8) feet in a non -archeological sensitive area? (refer to EP_ArcMap > CEQA Catex Determination Layers > Archeological Sensitive Area)
<input type="checkbox"/>	Subdivision/Lot Line Adjustment: Does the project site involve a subdivision or lot line adjustment on a lot with a slope average of 20% or more? (refer to EP_ArcMap > CEQA Catex Determination Layers > Topography)
<input type="checkbox"/>	Slope = or > 20%: Does the project involve any of the following: (1) square footage expansion greater than 1,000 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? (refer to EP_ArcMap > CEQA Catex Determination Layers > Topography) If box is checked, a geotechnical report is required.
<input type="checkbox"/>	Seismic: Landslide Zone: Does the project involve any of the following: (1) square footage expansion greater than 1,000 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? (refer to EP_ArcMap > CEQA Catex Determination Layers > Seismic Hazard Zones) If box is checked, a geotechnical report is required.
<input type="checkbox"/>	Seismic: Liquefaction Zone: Does the project involve any of the following: (1) square footage expansion greater than 1,000 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? (refer to EP_ArcMap > CEQA Catex Determination Layers > Seismic Hazard Zones) If box is checked, a geotechnical report will likely be required.

If no boxes are checked above, GO TO STEP 3. If one or more boxes are checked above, an *Environmental Evaluation Application* is required, unless reviewed by an Environmental Planner.

Comments and Planner Signature (optional): Laura Lynch

STEP 3: PROPERTY STATUS - HISTORIC RESOURCE
TO BE COMPLETED BY PROJECT PLANNER

PROPERTY IS ONE OF THE FOLLOWING: (refer to Parcel Information Map)	
<input type="checkbox"/>	Category A: Known Historical Resource. GO TO STEP 5.
<input checked="" type="checkbox"/>	Category B: Potential Historical Resource (over 45 years of age). GO TO STEP 4.
<input type="checkbox"/>	Category C: Not a Historical Resource or Not Age Eligible (under 45 years of age). GO TO STEP 6.

STEP 4: PROPOSED WORK CHECKLIST
TO BE COMPLETED BY PROJECT PLANNER

Check all that apply to the project.	
<input checked="" type="checkbox"/>	1. Change of use and new construction. Tenant improvements not included.
<input type="checkbox"/>	2. Regular maintenance or repair to correct or repair deterioration, decay, or damage to building.
<input type="checkbox"/>	3. Window replacement that meets the Department's <i>Window Replacement Standards</i> . Does not include storefront window alterations.
<input type="checkbox"/>	4. Garage work. A new opening that meets the <i>Guidelines for Adding Garages and Curb Cuts</i> , and/or replacement of a garage door in an existing opening that meets the Residential Design Guidelines.
<input type="checkbox"/>	5. Deck, terrace construction, or fences not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	6. Mechanical equipment installation that is not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	7. Dormer installation that meets the requirements for exemption from public notification under <i>Zoning Administrator Bulletin No. 3: Dormer Windows</i> .
<input type="checkbox"/>	8. Addition(s) that are not visible from any immediately adjacent public right-of-way for 150 feet in each direction; does not extend vertically beyond the floor level of the top story of the structure or is only a single story in height; does not have a footprint that is more than 50% larger than that of the original building; and does not cause the removal of architectural significant roofing features.
Note: Project Planner must check box below before proceeding.	
<input checked="" type="checkbox"/>	Project is not listed. GO TO STEP 5.
<input type="checkbox"/>	Project does not conform to the scopes of work. GO TO STEP 5.
<input type="checkbox"/>	Project involves four or more work descriptions. GO TO STEP 5.
<input checked="" type="checkbox"/>	Project involves less than four work descriptions. GO TO STEP 6.

STEP 5: CEQA IMPACTS - ADVANCED HISTORICAL REVIEW
TO BE COMPLETED BY PROJECT PLANNER

Check all that apply to the project.	
<input type="checkbox"/>	1. Project involves a known historical resource (CEQA Category A) as determined by Step 3 and conforms entirely to proposed work checklist in Step 4.
<input type="checkbox"/>	2. Interior alterations to publicly accessible spaces.
<input type="checkbox"/>	3. Window replacement of original/historic windows that are not "in-kind" but are consistent with existing historic character.
<input type="checkbox"/>	4. Façade/storefront alterations that do not remove, alter, or obscure character-defining features.
<input type="checkbox"/>	5. Raising the building in a manner that does not remove, alter, or obscure character-defining features.
<input type="checkbox"/>	6. Restoration based upon documented evidence of a building's historic condition, such as historic photographs, plans, physical evidence, or similar buildings.

<input type="checkbox"/>	7. Addition(s) , including mechanical equipment that are minimally visible from a public right-of-way and meet the <i>Secretary of the Interior's Standards for Rehabilitation</i> .
<input checked="" type="checkbox"/>	8. Other work consistent with the <i>Secretary of the Interior Standards for the Treatment of Historic Properties</i> (specify or add comments): Convert existing balcony at façade to ADA-ramp. Work will be reversible and will not affect any defining features of the building.
<input type="checkbox"/>	9. Other work that would not materially impair a historic district (specify or add comments): (Requires approval by Senior Preservation Planner/Preservation Coordinator)
<input type="checkbox"/>	10. Reclassification of property status. (Requires approval by Senior Preservation Planner/Preservation <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> <input type="checkbox"/> Reclassify to Category A a. Per HRER dated b. Other (specify): </div> <div style="width: 45%;"> <input type="checkbox"/> Reclassify to Category C (attach HRER) </div> </div>
Note: If ANY box in STEP 5 above is checked, a Preservation Planner MUST check one box below.	
<input type="checkbox"/>	Further environmental review required. Based on the information provided, the project requires an <i>Environmental Evaluation Application</i> to be submitted. GO TO STEP 6.
<input checked="" type="checkbox"/>	Project can proceed with categorical exemption review. The project has been reviewed by the Preservation Planner and can proceed with categorical exemption review. GO TO STEP 6.
Comments (optional):	
Preservation Planner Signature: Pilar Lavalley	

STEP 6: CATEGORICAL EXEMPTION DETERMINATION
TO BE COMPLETED BY PROJECT PLANNER

<input type="checkbox"/>	Further environmental review required. Proposed project does not meet scopes of work in either (check all that apply): <input type="checkbox"/> Step 2 - CEQA Impacts <input type="checkbox"/> Step 5 - Advanced Historical Review STOP! Must file an <i>Environmental Evaluation Application</i>.	
<input checked="" type="checkbox"/>	No further environmental review is required. The project is categorically exempt under CEQA. There are no unusual circumstances that would result in a reasonable possibility of a significant effect.	
	Project Approval Action: Commission Hearing If Discretionary Review before the Planning Commission is requested, the Discretionary Review hearing is the Approval Action for the project.	Signature: Laura Lynch 04/24/2018
	Once signed or stamped and dated, this document constitutes a categorical exemption pursuant to CEQA Guidelines and Chapter 31 of the Administrative Code. In accordance with Chapter 31 of the San Francisco Administrative Code, an appeal of an exemption determination can only be filed within 30 days of the project receiving the first approval action. Please note that other approval actions may be required for the project. Please contact the assigned planner for these approvals.	

STEP 7: MODIFICATION OF A CEQA EXEMPT PROJECT

TO BE COMPLETED BY PROJECT PLANNER

In accordance with Chapter 31 of the San Francisco Administrative Code, when a California Environmental Quality Act (CEQA) exempt project changes after the Approval Action and requires a subsequent approval, the Environmental Review Officer (or his or her designee) must determine whether the proposed change constitutes a substantial modification of that project. This checklist shall be used to determine whether the proposed changes to the approved project would constitute a "substantial modification" and, therefore, be subject to additional environmental review pursuant to CEQA.

PROPERTY INFORMATION/PROJECT DESCRIPTION

Project Address (If different than front page)		Block/Lot(s) (If different than front page)
460 WEST PORTAL AVE		2484/007
Case No.	Previous Building Permit No.	New Building Permit No.
2017-014374PRJ		
Plans Dated	Previous Approval Action	New Approval Action
	Commission Hearing	
Modified Project Description:		

DETERMINATION IF PROJECT CONSTITUTES SUBSTANTIAL MODIFICATION

Compared to the approved project, would the modified project:	
<input type="checkbox"/>	Result in expansion of the building envelope, as defined in the Planning Code;
<input type="checkbox"/>	Result in the change of use that would require public notice under Planning Code Sections 311 or 312;
<input type="checkbox"/>	Result in demolition as defined under Planning Code Section 317 or 19005(f)?
<input type="checkbox"/>	Is any information being presented that was not known and could not have been known at the time of the original determination, that shows the originally approved project may no longer qualify for the exemption?
If at least one of the above boxes is checked, further environmental review is required.	

DETERMINATION OF NO SUBSTANTIAL MODIFICATION

<input type="checkbox"/>	The proposed modification would not result in any of the above changes.
If this box is checked, the proposed modifications are categorically exempt under CEQA, in accordance with prior project approval and no additional environmental review is required. This determination shall be posted on the Planning Department website and office and mailed to the applicant, City approving entities, and anyone requesting written notice.	
Planner Name:	Signature or Stamp:



SAN FRANCISCO PLANNING DEPARTMENT

Land Use Information

PROJECT ADDRESS: 460 WEST PORTAL AVE
RECORD NO.: 2017-014374CUA

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

Reception:
415.558.6378

Fax:
415.558.6409

Planning
Information:
415.558.6377

	EXISTING	PROPOSED	NET NEW
GROSS SQUARE FOOTAGE (GSF)			
Lot Area	2,678	0	2,678
Residential	1,400	0	1,400
Commercial/Retail	0	0	0
Office	0	0	0
Industrial/PDR <i>Production, Distribution, & Repair</i>	0	0	0
Parking	175	0	175
Usable Open Space	1,595	0	1,595
Public Open Space	0	0	0
Other ()			
TOTAL GSF	1,575	0	1,575
	EXISTING	NET NEW	TOTALS
PROJECT FEATURES (Units or Amounts)			
Dwelling Units - Market Rate	2	0	0
Dwelling Units - Affordable	0	0	0
Hotel Rooms	0	0	0
Parking Spaces	1	1	1
Loading Spaces	0	0	0
Car Share Spaces	0	0	0
Bicycle Spaces	0	2	2
Number of Buildings	1	0	1
Number of Stories	2	0	2
Height of Building(s)	21 feet	0	21 feet
Other ()			

Parcel Map

2484

SUNSET BLK. 1255

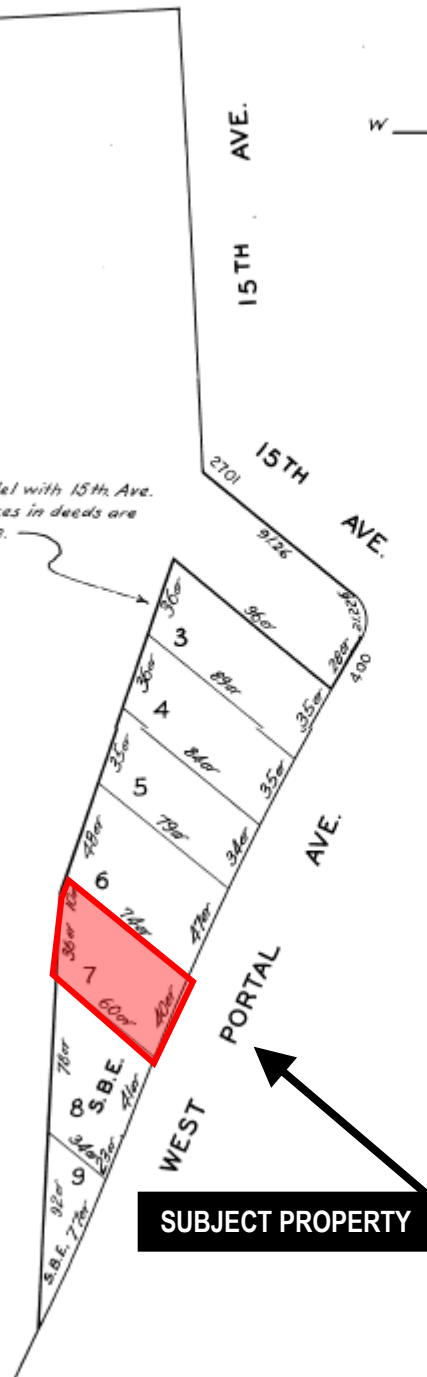
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CITY & COUNTY ASSESSOR 1995

WAWONA

15TH AVE.



Note:
Side lines of lots are parallel with 15th Ave.
Frontages and rear distances in deeds are
at right angles to 15th Ave.

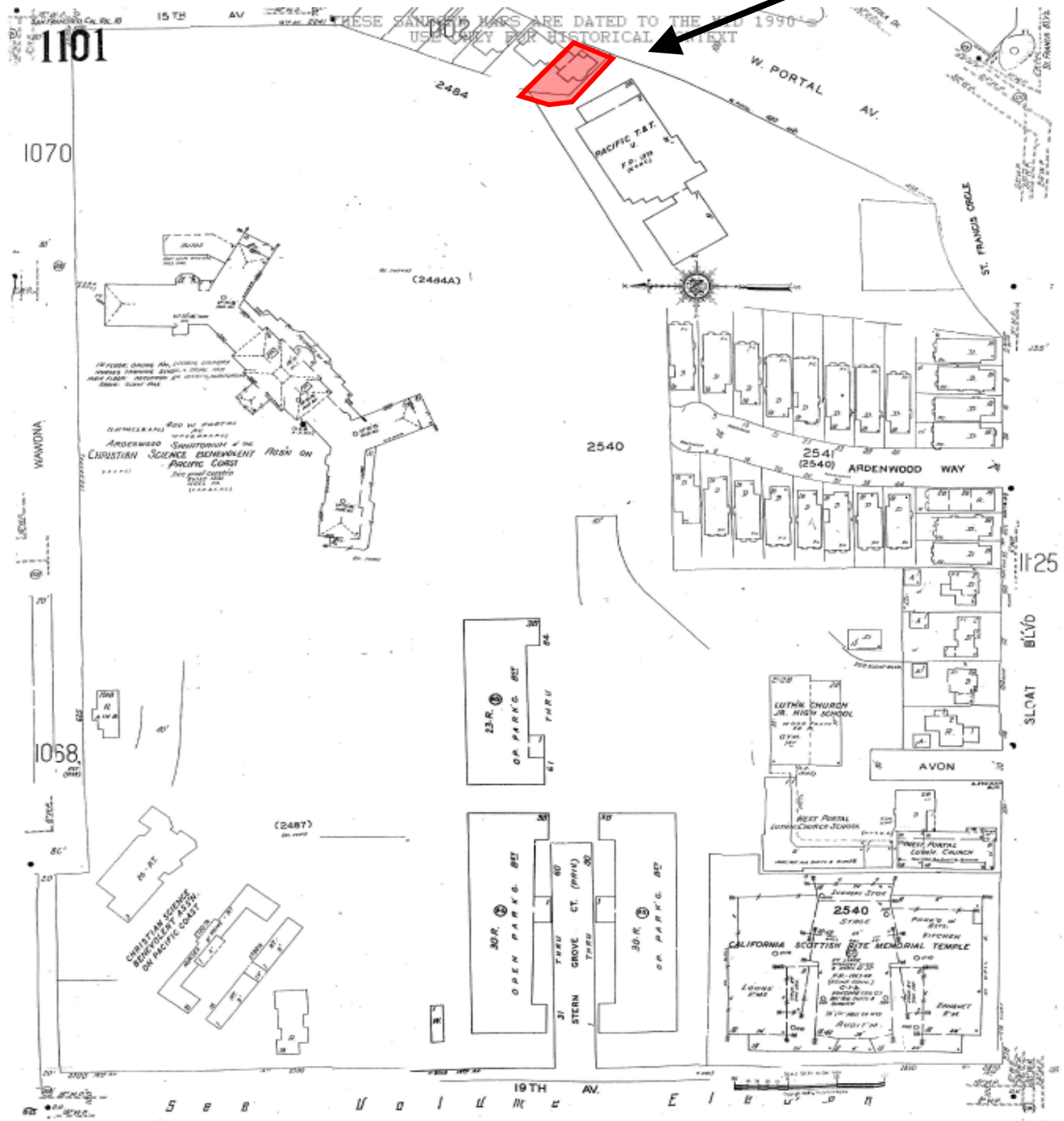


Conditional Use Authorization Hearing
Case Number 2017-014374CUA
460 West Portal Avenue
Block 2484 Lot 007



Sanborn Map*

SUBJECT PROPERTY

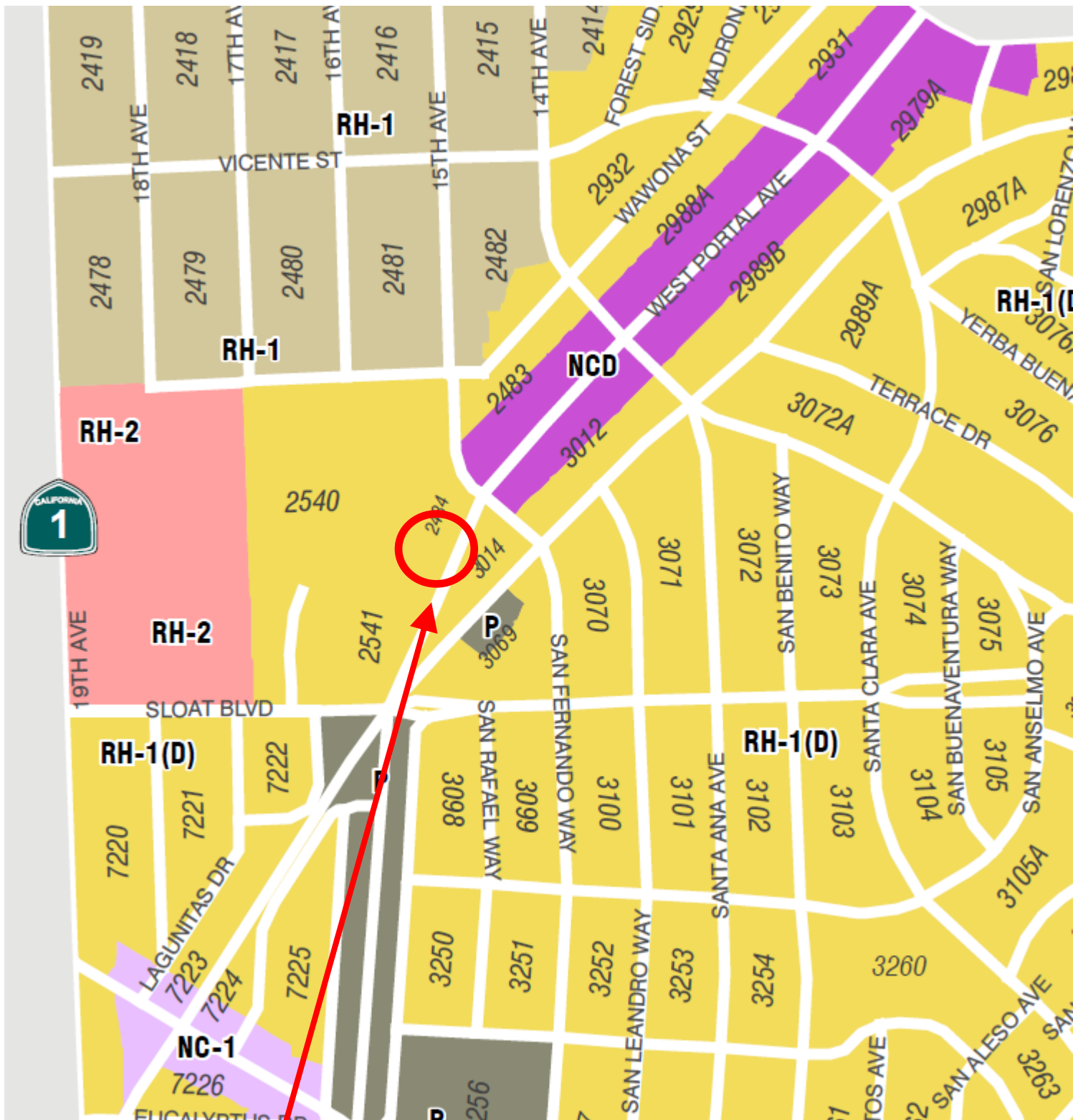


*The Sanborn Maps in San Francisco have not been updated since 1998, and this map may not accurately reflect existing conditions.



Conditional Use Authorization Hearing
Case Number 2017-014374CUA
460 West Portal Avenue
Block 2484 Lot 007

Zoning Map

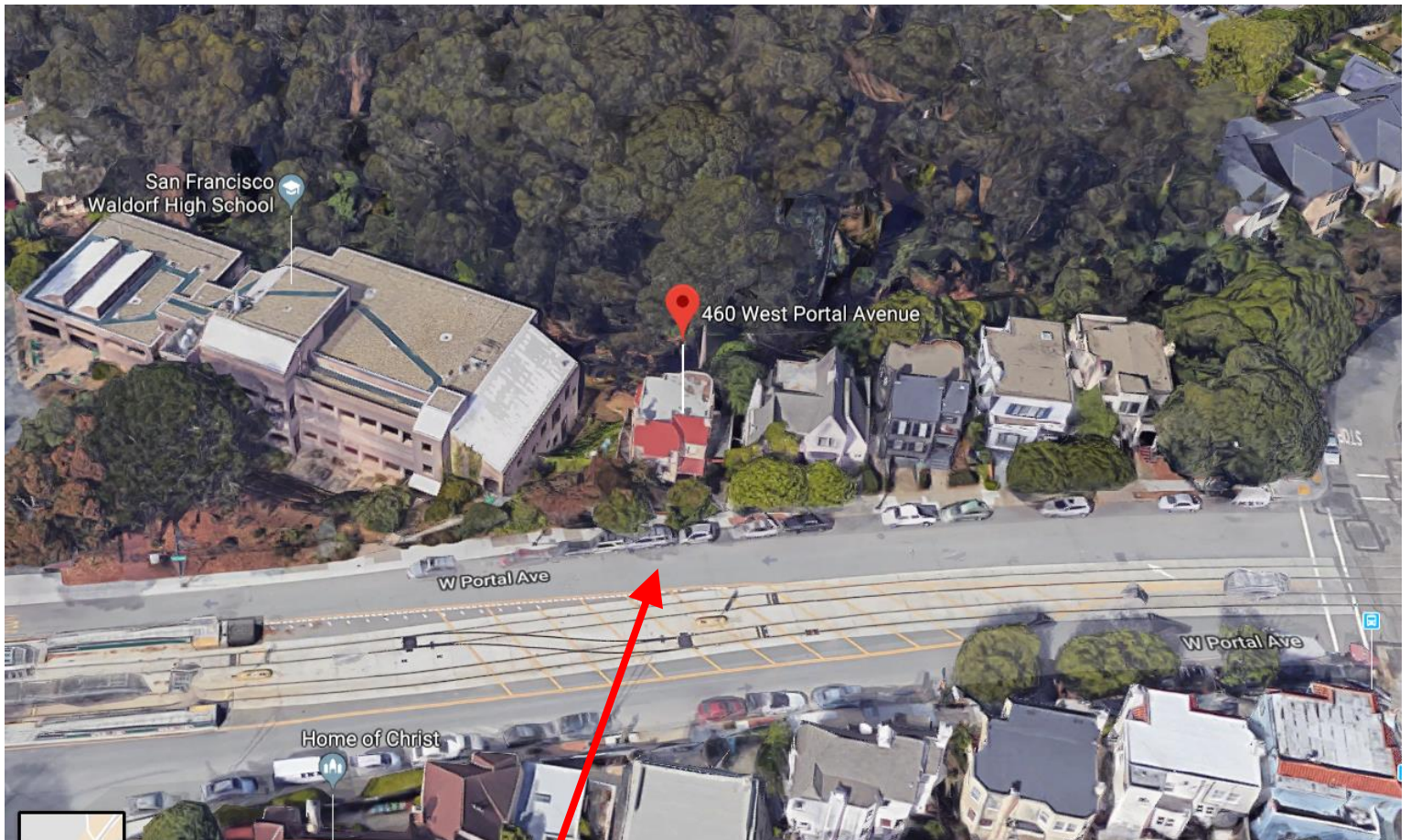


SUBJECT PROPERTY



Conditional Use Authorization Hearing
Case Number 2017-014374CUA
460 West Portal Avenue
Block 2484 Lot 007

Aerial Photo



SUBJECT PROPERTY



Conditional Use Authorization Hearing
Case Number 2017-014374CUA
460 West Portal Avenue
Block 2484 Lot 007

Street View Photo



Street View Photo



Gordon-Jonckheer, Elizabeth (CPC)

From: Gordon-Jonckheer, Elizabeth (CPC)
Sent: Friday, June 08, 2018 11:08 AM
To: Gordon-Jonckheer, Elizabeth (CPC)
Subject: RE: Conditional Use Hearing for 460 West Portal Ave/Waldorf School Admin

From: Dana Lovisolo [<mailto:dlovisol@jabramslaw.com>]
Sent: Tuesday, June 05, 2018 10:35 AM
To: Gordon-Jonckheer, Elizabeth (CPC)
Cc: James Abrams; Eric Jacobs
Subject: Re: Conditional Use Hearing for 460 West Portal Ave/Waldorf School Admin

Elizabeth,

We faxed the attached Duplication Request to the Rent Board this morning. Below are the names of the Grantors and Grantees shown in the Deed details available on CRIIS.com. The Assessor advised that this was the best way to obtain this information, but the online records go back only to 1990. Will that suffice for our purposes? **In short, it seems that the Hernandez family owned the Property from 1994-2002; the Howell/Pentecost family owned it from 2002-2011; the Sharma family owned it from 2011-2013; the Morgan family owned it from 2013-2016. SFWS took ownership in 2016.**

450 Architects is working on your item 3 below, and we should have an updated plan set to you by Friday at the very latest.

The **bolded** dates below show transfers that indicate changed occupancy. There were intermediate transfers between trusts, etc., that do not suggest changed occupancy. These are included below, but not bolded.

- o **10/31/2016** – Wiliam S. and Katherine T. Morgan transferred to San Francisco Waldorf School Association
- o **7/3/2013** – Sharma Living Trust, Sharad Sharma, and Tripti S. Sharma transferred to Katherine S. and William T. Morgan
- o 1/25/2013 – Sharad Sharma and Tripti S. Sharma transferred to Sharma Living Trust, Sharad Sharma, and Tripti S. Sharma
- o 1/25/2013 - Sharad Sharma and Tripti S. Sharma transferred to themselves
- o **1/19/2011** - Evelyn Jane Howell, Mark P. Pentecost III, and the Mark P Pentecost III/Evelyn Howell 06 Trust transferred to Sharma Sharad and Tripti S. Sharma
- o 5/7/2004 – Jane Howell transferred to herself and Mark Pentecost
- o **6/7/2002** – George G. and Gladys Hernandez transferred to Jane Howell and Mark Pentecost
- o 3/14/2002 – George G., Gladys, Godofredo P, and Herminia G. Hernandez transferred to George G. and Gladys Hernandez
- o 9/4/1998 – George G. and Gladys Hernandez transferred to Godofredo P. and Herminia G. Hernandez
- o 6/17/1998 - George G. Hernandez transferred to himself and Gladys Hernandez
- o **3/9/1994** – Francie and Ronald Lehmer transferred to George G. Hernandez
- o **3/9/1994** – Gladys S. Nunez transferred to George G. Hernandez
- o **3/9/1994** – Eloise Reimer transferred to Francie and Ronald Lehmer

Dana Lovisolo

J. Abrams Law, P.C.

One Maritime Plaza, Suite 1900
San Francisco, California 94111

(415) 671-6402
dlovisolo@jabramslaw.com



SAN FRANCISCO PLANNING DEPARTMENT

Planning Department Request for Eviction History Documentation

June 11, 2018

ATTN: Van Lam
Rent Stabilization and Arbitration Board
25 Van Ness Avenue, Suite 320
San Francisco, CA 94102-6033

RE: **Address of Permit Work:** see below
 Assessor's Block/Lot: see below
 BPA # / Case #: see below

Project Type

- ☒ Merger/Conversion – Planning Code Section 317
- ☐ Enlargement / Alteration / Reconstruction – Planning Code Section 181
- ☐ Legalization of Dwelling Unit– Planning Code Section 207.3
- ☐ Accessory Dwelling Unit – Planning Code Section 207(c)(4)

Pursuant to the Planning Code Section indicated above, please provide information from the Rent Board's records regarding possible evictions at the above referenced unit(s) on or after:

- ☐ 12/10/13: for projects subject to Planning code 317(e)4 or 181(c)3
(Search records for eviction notices under 37.9(a)(8) through (14))
- ☐ 3/13/14: for projects subject to Planning Code Section 207.3
(Search records for evictions notices under 37.9(a)(8) through (14))
- ☒ 10 years prior to the following date:
(Search records for eviction notices under 37.9(a)(9) through (14) (10 years) and under 37.9(a)(8) (5 years))

BPA/CASE NO.	Address	APN
NA/ 2017-0114374CUA	460 West Portal Avenue	2484/007

Sincerely, Elizabeth Jonckheer cc: Jennifer Rakowski- Rent Board Supervisor

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

Reception:
415.558.6378

Fax:
415.558.6409

Planning
Information:
415.558.6377

Rent Board Response to Request from Planning Department for Eviction History Documentation

Re: 460 West Portal Ave.

This confirms that the undersigned employee of the San Francisco Rent Board has reviewed its records pertaining to the above-referenced unit(s) to determine whether there is any evidence of evictions on or after the date specified. All searches are based upon the street addresses provided.

No related eviction notices were filed at the Rent Board after:

- ☐ 12/10/13
- ☐ 03/13/14
- ☒ 10 years prior to the following date: 6-12-18

Yes, an eviction notice was filed at the Rent Board after:

- ☐ 12/10/13
- ☐ 03/13/14
- ☐ 10 years prior to the following date: _____
 - See attached documents.

There are no other Rent Board records evidencing an eviction after:

- ☐ 12/10/13
- ☐ 03/13/14
- ☒ 10 years prior to the following date: 6-12-18

Yes, there are other Rent Board records evidencing a an eviction after:

- ☐ 12/10/13
- ☐ 03/13/14
- ☐ 10 years prior to the following date: _____
 - See attached documents.

Signed:



Dated:

6-12-18

Van Lam

Citizens Complaint Officer

The Rent Board is the originating custodian of these records; the applicability of these records to Planning permit decisions resides with the Planning Department.