



SAN FRANCISCO PLANNING DEPARTMENT

Planning Commission Project Summary and Motion No. _____

COMMUNITY BUSINESS PRIORITY PROCESSING PROGRAM

HEARING DATE: JULY 26, 2018

Date Prepared: July 19, 2018
Case No.: **2018-006200CUA**
Project Address: **100 CHURCH STREET**
Zoning: Upper Market NCT (Neighborhood Commercial Transit)
40-X Height and Bulk District
Block/Lot: 3537/001
Project Sponsor: Sarah Inman
1100 Leavenworth Street, Apartment #5
San Francisco, CA 94109
Staff Contact: Mathew Chandler – (415) 575-9048
Mathew.Chandler@sfgov.org

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

Reception:
415.558.6378

Fax:
415.558.6409

Planning
Information:
415.558.6377

PROJECT DESCRIPTION

The project would convert a small portion of ground level tenant space most recently used as a Retail Sales and Service (d.b.a Out of the Closet) into an Animal Hospital (d.b.a Castro Animal Hospital), totaling approximately 2,582 square feet in area. The project has qualified for review under the Planning Commission's Community Business Priority Processing Program ("CB3P").

REQUIRED COMMISSION ACTION

Pursuant to Planning Code Section 764, Conditional Use approval is required to establish an Animal Hospital at the ground floor of properties within the Upper Market NCT District.

DECISION

Based upon information set forth in application materials submitted by the project sponsor and available in the case file (which is incorporated herein by reference as though fully set forth) and based upon the CB3P Checklist and findings below, the Commission hereby **APPROVES Conditional Use Application No. 2018-006200CUA** subject to conditions contained in the attached "EXHIBIT A" and in general conformance with plans on file, dated June 20, 2018, and stamped "EXHIBIT B."

CB3P CHECKLIST

	Required Criteria			Comments (if any)
	Complete & adequate	Incomplete and/or inadequate	Not required and/or not applicable	
Project Sponsor's application	X			
CB3P eligibility checklist	X			
Planning Code §101.1 findings	X			
Planning Code §303(c) findings	X			
Planning Code §303(o) findings for Eating and Drinking Uses	X			
Any additional Planning Code findings			X	
Photographs of the site and/or context	X			
Scaled and/or dimensioned plans	X			
Clearance under California Environmental Quality Act ("CEQA")	X			Categorically Exempt as Class 1 Exemption

Additional Information	
Notification Period	7/6/2018-7/26/2018 (20 days mailing, newspaper, and posted).
Number and nature of public comments received	1 letter of support from the Duboce Triangle Neighborhood Association.
Number of days between filing and hearing	93 days from filing, 51 days from a complete application to hearing.

Generalized Basis for Approval (max. one paragraph)

The Commission finds that this Project is necessary, desirable for, and compatible with the surrounding neighborhood as follows, and as set forth in Section [101.1](#), [303\(c\)](#), and findings submitted as part of the application. The proposed use and character is compatible with the surrounding area and is on balance with the General Plan, Market and Octavia Area Plan, and Use District. Conditional Use approval to establish an Animal Hospital would activate a vacant ground floor commercial space, provide a desired neighborhood service, and create additional employment opportunities for area residents. Staff believes the proposed establishment would further enhance the livability of the neighborhood, and recommends approval with conditions.

I hereby certify that the Planning Commission ADOPTED the foregoing Motion on July 26, 2018.

AYES:

NAYS:

ABSENT:

ADOPTED: July 26, 2018

 Jonas P. Ionin
 Commission Secretary

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.

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.

EXHIBIT A

AUTHORIZATION

Conditional Use Authorization pursuant to Planning Code Sections 303 and 764 to establish an approximately 2,582 square foot Animal Hospital use (d.b.a Castro Animal Hospital) within the NCT-Upper Market Neighborhood Commercial Transit district and a 40-X Height and Bulk district; in general conformance with plans, dated **June 20, 2018**, and stamped "EXHIBIT B" included in the docket for Record No. **2018-006200CUA** and subject to conditions of approval reviewed and approved by the Commission on July 26, 2018 under Motion No. **XXXXX**. This authorization and the conditions contained herein run with 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 **July 26, 2018** under Motion No. **XXXXX**.

PRINTING OF CONDITIONS OF APPROVAL ON PLANS

The conditions of approval under the 'Exhibit A' of this Planning Commission Motion No. **XXXXX** 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 Planning Department on the design, including signs and awnings. Final materials, glazing, color, texture, landscaping, and detailing shall be subject to Department staff review and approval.
For information about compliance, contact the Case Planner, Planning Department at 415-558-6378, 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 415-558-6378, www.sf-planning.org
8. **Signs and Awnings.** Any signs on the property must have a sign permit and shall comply with the requirements of Article 6 of the Planning Code. Any awnings or canopies must have a permit and shall comply with the requirements of Planning Code Section [136.1](#) and be reviewed by the Department's historic preservation staff for consistency with the [Secretary of the Interior's Standards for the Treatment of Historic Properties](#).
For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org
9. **Rooftop Mechanical Equipment.** Pursuant to Planning Code 141, the Project Sponsor shall submit a roof plan to the Planning Department prior to Planning approval of the Building Permit Application if any rooftop mechanical equipment is proposed as part of the Project. Any such equipment is required to be screened so as not to be visible from any point at or below the roof level of the subject building.
For information about compliance, contact the Case Planner, Planning Department at 415-558-6378, www.sf-planning.org
10. **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. 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 415-558-6378, www.sf-planning.org

MONITORING - AFTER ENTITLEMENT

11. **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

12. **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

13. **Garbage, Recycling, and Composting Receptacles.** Garbage, recycling, and compost containers shall be kept within the premises and hidden from public view, and placed outside only when being serviced by the disposal company. Trash shall be contained and disposed of pursuant to garbage and recycling receptacles guidelines set forth by the Department of Public Works.
For information about compliance, contact Bureau of Street Use and Mapping, Department of Public Works at 415-554-.5810, <http://sfdpw.org>

14. **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>

15. **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

16. **Noise Control.** The premises shall be adequately soundproofed or insulated for noise and operated so that incidental noise shall not be audible beyond the premises or in other sections of the building and fixed-source equipment noise shall not exceed the decibel levels specified in the San Francisco Noise Control Ordinance.

For information about compliance with the fixed mechanical objects such as rooftop air conditioning, restaurant ventilation systems, and motors and compressors with acceptable noise levels, contact the Environmental Health Section, Department of Public Health at (415) 252-3800, www.sfdph.org

For information about compliance with the construction noise, contact the Department of Building Inspection, 415-558-6570, www.sfdbi.org

For information about compliance with the amplified sound including music and television contact the Police Department at 415-553-0123, www.sf-police.org

17. **Odor Control.** While it is inevitable that some low level of odor may be detectable to nearby residents and passersby, appropriate odor control equipment shall be installed in conformance with the approved plans and maintained to prevent any significant noxious or offensive odors from escaping the premises.

For information about compliance with odor or other chemical air pollutants standards, contact the Bay Area Air Quality Management District, (BAAQMD), 1-800-334-ODOR (6367), www.baaqmd.gov and Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

18. **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

LS DESIGNS

Phone: 562.537.1584
Fax:

Consultant:

Description: No: By: Date:

SARAH & SHANE OMARA
PHONE 1: 415 919-7736
PHONE 2: 415 619-7404
EMAIL: SHANE@CASTROANIMALHOSPITAL.COM

Client:

Seal:

100 CHURCH ST. STREET, SAN FRANCISCO CA

Project Title & Address:

A 2.0
EXTERIOR PHOTOS

Sheet Title:
Proj. No:
Drawn By:
Project Manager:
Designer: LS
Reviewed By: LS
Approved By: BB

ALL DIMENSIONS AND CONDITIONS MUST BE CHECKED AND VERIFIED ON SITE BY THE CONTRACTOR AND SUB-CONTRACTORS. THE PROJECT MANAGER SHALL BE NOTIFIED IN WRITING OF ANY DISCREPANCIES PRIOR TO PROCEEDING WITH THE WORK.



VIEW A

+/- 300'

CONT'D BELOW

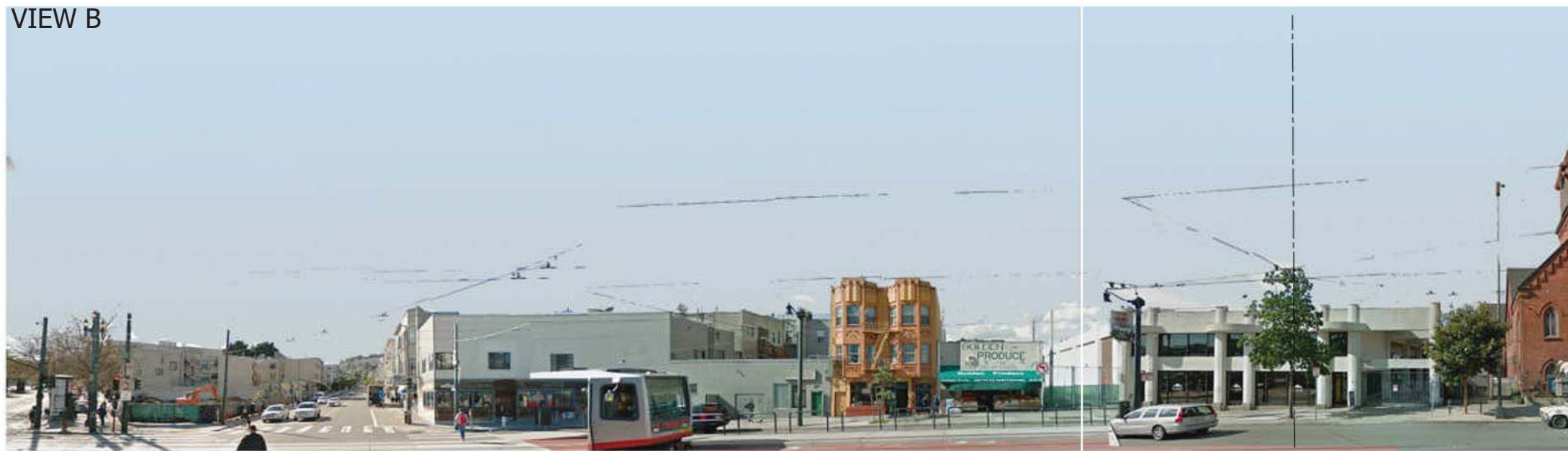
EXISTING CONDITIONS WEST SIDE OF CHURCH STREET

(E) LANDSCAPE, NO CHANGE, TYP.



DUBOCE AVE

VIEW B

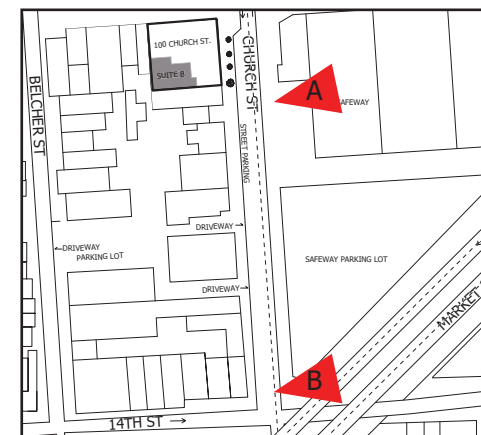


14TH STREET

EXISTING CONDITIONS WEST SIDE OF CHURCH STREET

CONT'D ABOVE

KEY PLAN: NOT TO SCALE



LS DESIGNS

Phone: 562.537.1584
Fax:

Consultant:

Description: No: By: Date:

SARAH & SHANE OMARA
PHONE 1: 415 919-7736
PHONE 2: 415 619-7404
EMAIL: SHANE@CASTROANIMALHOSPITAL.COM

Client:

Seal:

100 CHURCH ST. STREET, SAN FRANCISCO CA

Project Title & Address:

A 2.1 EXTERIOR PHOTOS

Sheet Title:
Proj. No:
Drawn By:
Project Manager:
Designer: LS
Reviewed By: LS
Approved By: BB

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+/- 300'

VIEW C



CHURCH ST

SUBJECT PROPERTY

(E) LANDSCAPE, NO CHANGE, TYP.

BELCHER ST

EXISTING CONDITIONS SOUTH SIDE OF DUBOCE AVE

VIEW D

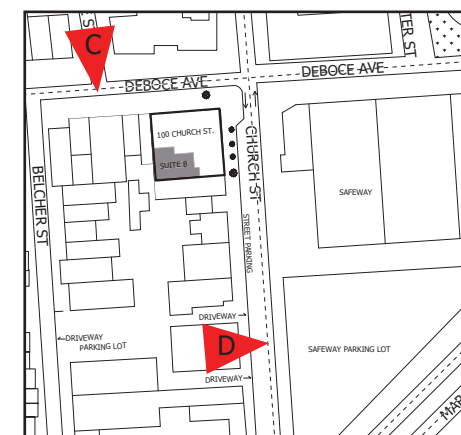


NT'D BELOW

MARKET ST

EXISTING CONDITIONS EAST SIDE OF CHURCH STREET

KEY PLAN: NOT TO SCALE



VIEW E



DUBOCE AVE

CONT'D ABOVE

EXISTING CONDITIONS EAST SIDE OF CHURCH STREET

VIEW F



FILLMORE ST

CHURCH ST

EXISTING CONDITIONS NORTH SIDE OF DUBOCE

LS DESIGNS

Phone: 562.537.1584
Fax:

Consultant:

Description: No: By: Date:

SARAH & SHANE OMARA
PHONE 1: 415 919-7736
PHONE 2: 415 619-7404
EMAIL: SHANE@CASTROANIMALHOSPITAL.COM

Client:

Seal:

100 CHURCH ST. STREET, SAN FRANCISCO CA

Project Title & Address:

A 2.2
EXTERIOR PHOTOS

Sheet Title:

Proj. No:

Drawn By:

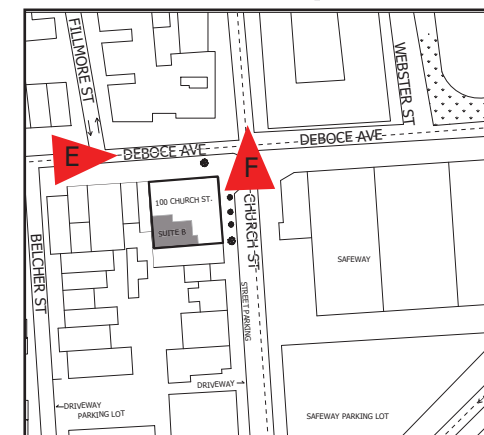
Project Manager:

Designer: LS

Reviewed By: LS

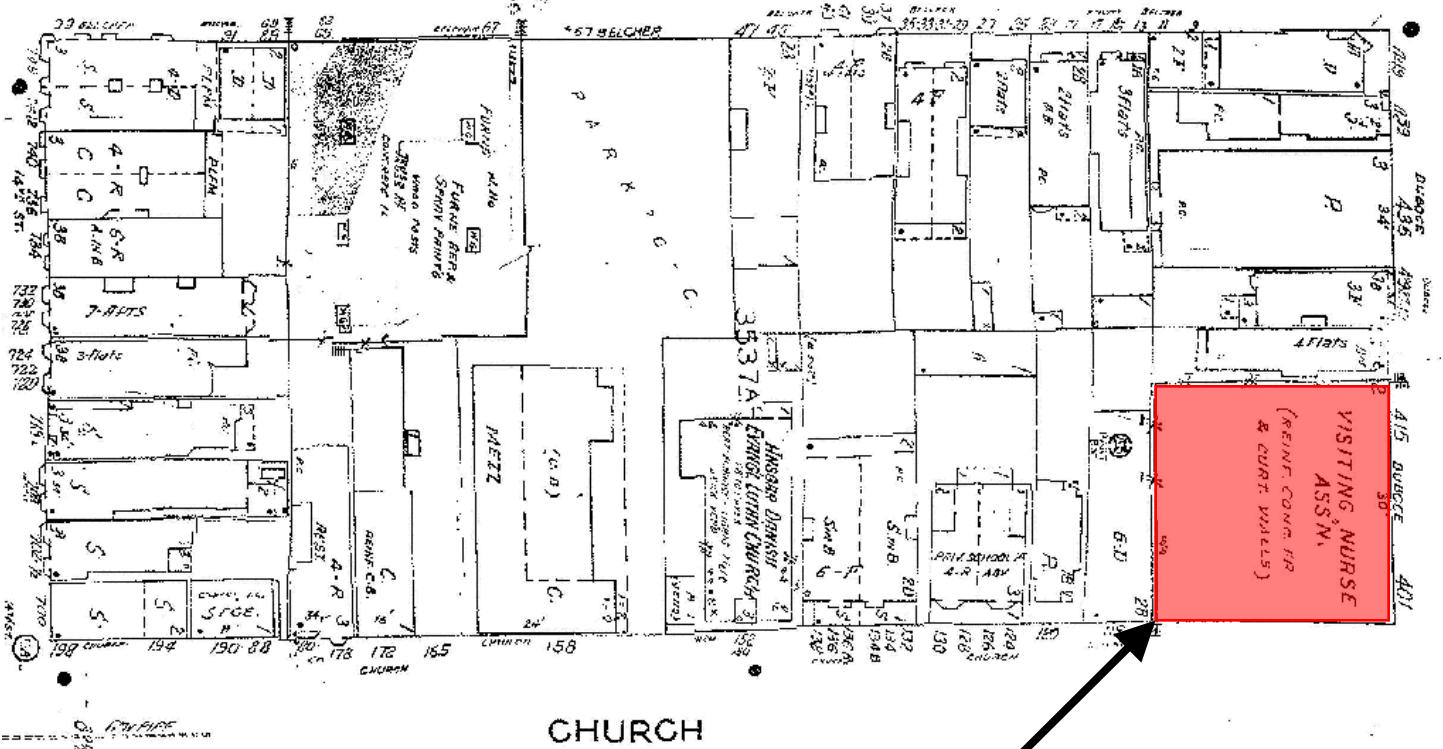
Approved By: BB

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Sanborn Map*

BELCHER 60' wide



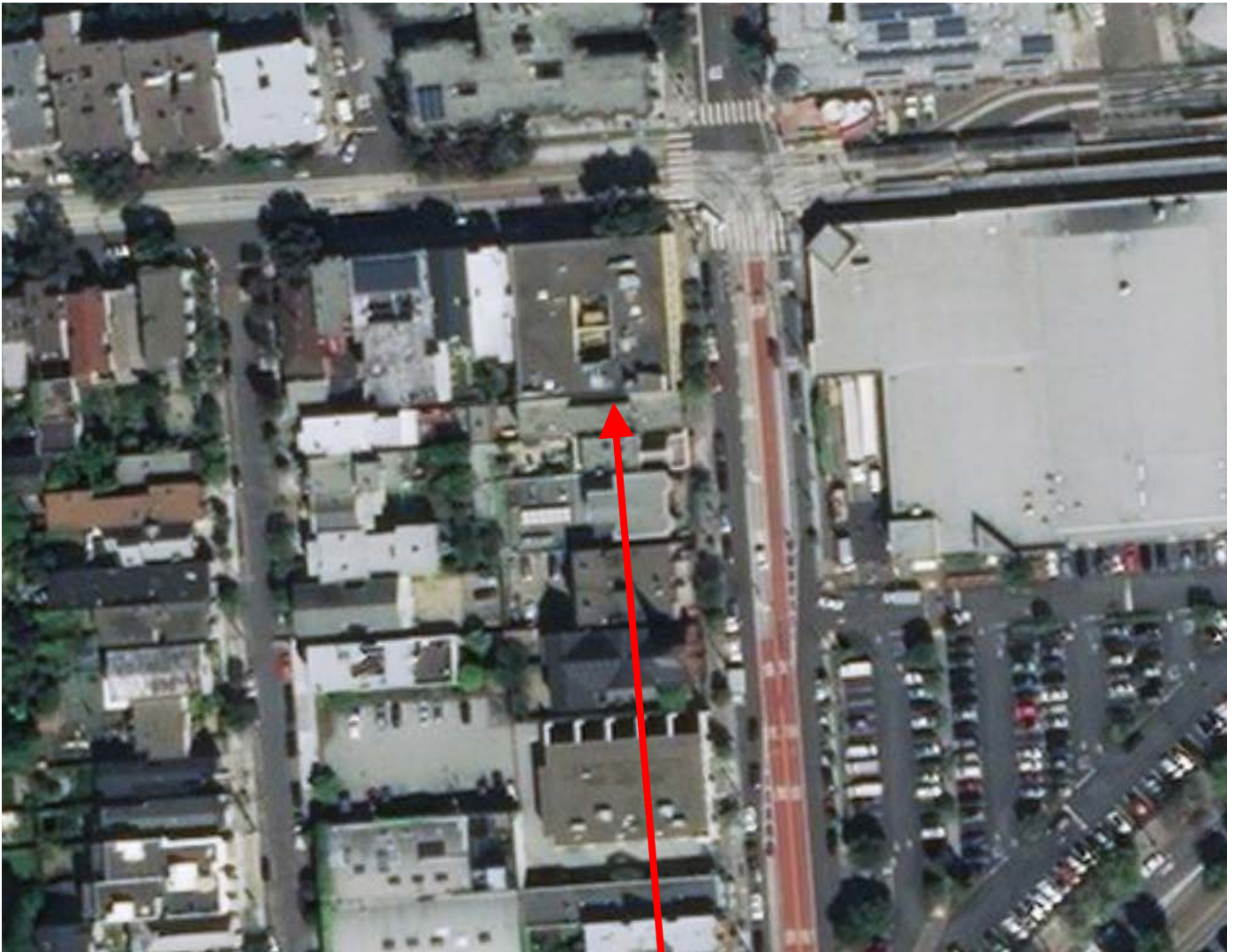
SUBJECT PROPERTY

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



Conditional Use Authorization
Case Number 2018-006200CUA
Animal Hospital- Castro Animal Hospital
100 Church Street, Suite B

Aerial Photo

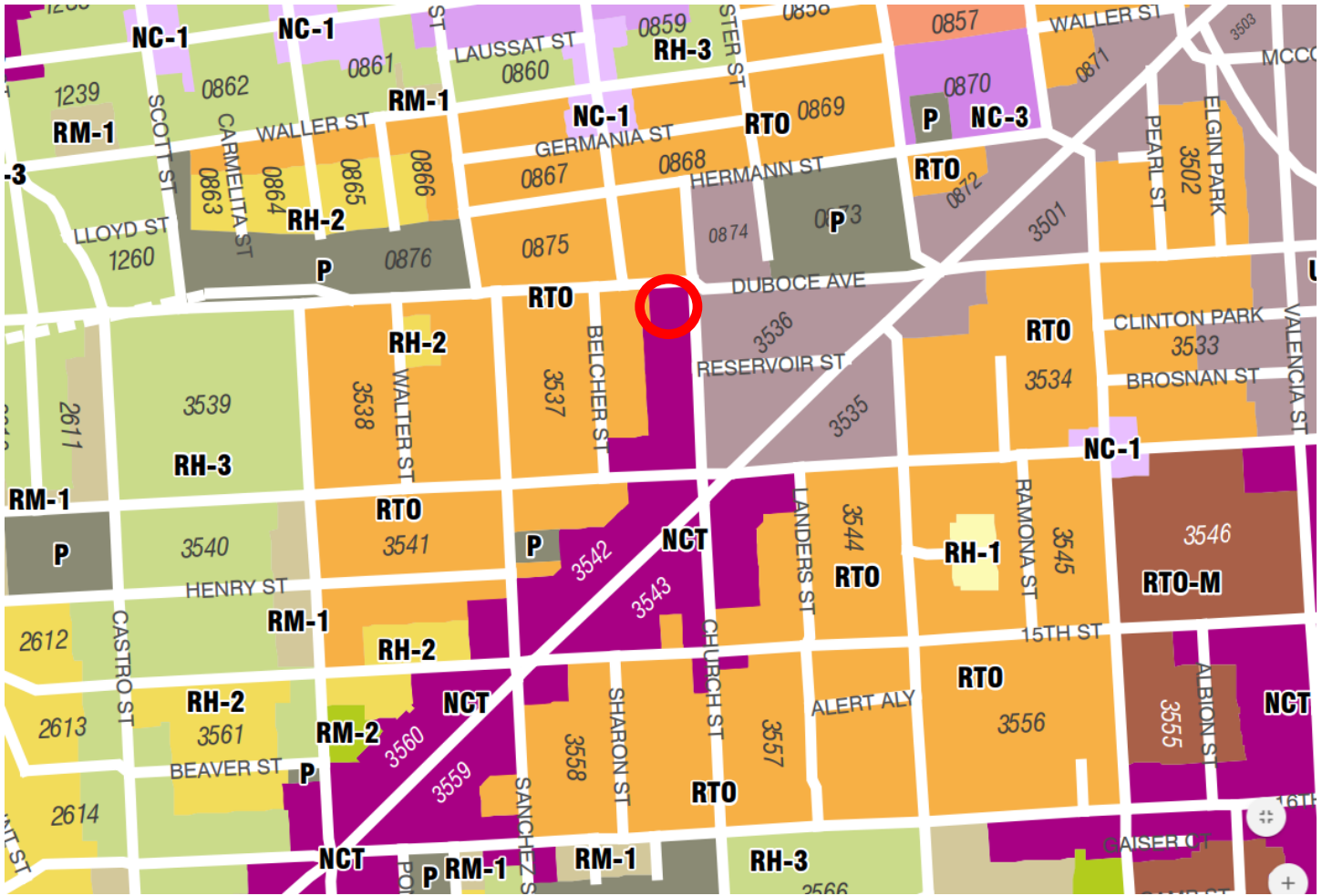


SUBJECT PROPERTY



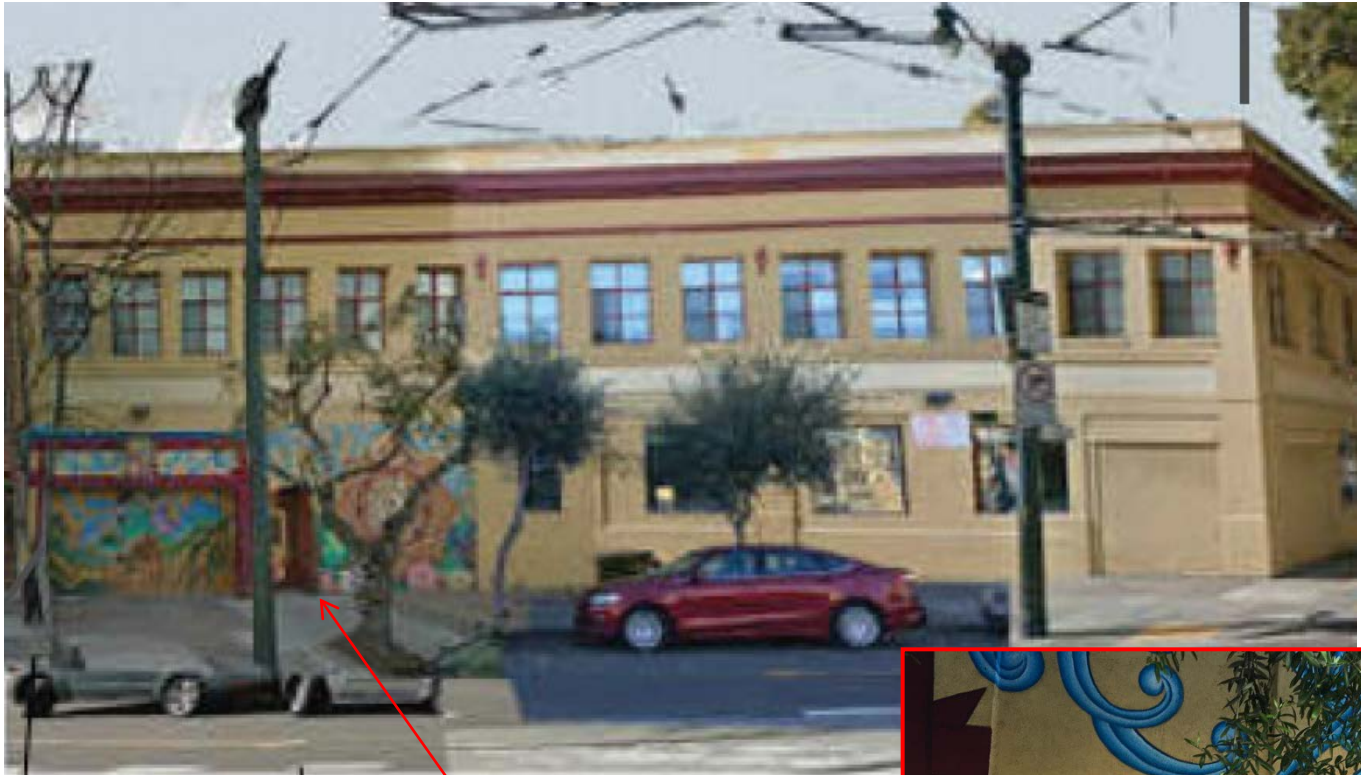
Conditional Use Authorization
Case Number 2018-006200CUA
Animal Hospital- Castro Animal Hospital
100 Church Street, Suite B

Zoning Map



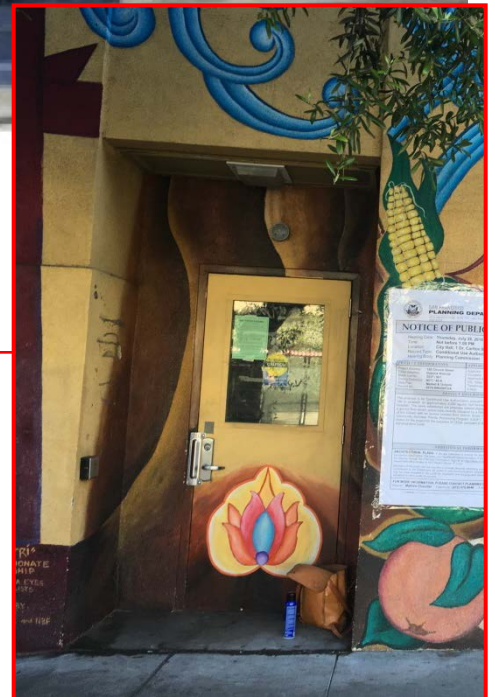
Conditional Use Authorization
Case Number 2018-006200CUA
Animal Hospital- Castro Animal Hospital
100 Church Street, Suite B

Site Photo



CHURCH ST.
ENTRY

LEASE
LIMIT



Conditional Use Authorization
Case Number 2018-006200CUA
Animal Hospital- Castro Animal Hospital
100 Church Street, Suite B

2018-006200CUA



San Francisco Planning

CONDITIONAL USE AUTHORIZATION APPLICATION

Property Owner's Information

Name: Maitri Compassionate Care

Address: 401 Duboce Ave. San Francisco, CA, 94117-3551

Email Address: agimbel@maitrisf.org

Telephone: 415 558 3000

Applicant Information (if applicable)

Name: Sarah Inman Same as above

Company/Organization: The Castro Animal Hospitals LLC

Address: 1100 Leavenworth Street, Apt 5
San Francisco, CA, 94109

Email Address: sarah@castroanimalhospital.com

Telephone: 415 619 7404

Please Select Billing Contact: Owner Applicant Other (see below for details)

Name: Sarah Inman Email: sarah@castroanimalhospital.com Phone: 415 619 7404

Please Select Primary Project Contact: Owner Applicant Billing

Property Information

Project Address: 100 Church Street, Suite B, San Francisco, CA Block/Lot(s): 3537 / 001

Plan Area: Market and Octavia Area Plan

Project Description:

Please provide a narrative project description that summarizes the project and its purpose. Please list any special authorizations or changes to the Planning Code or Zoning Maps if applicable. See Attachment

Project Details:

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

Estimated Construction Cost: \$50,000

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

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

Related Building Permits Applications

Building Permit Applications No(s): _____

PROJECT AND LAND USE TABLES

If you are not sure of the eventual size of the project, provide the maximum estimates.

General Land Use Category		
	Existing (square footage area)	Proposed (square footage area)
Parking GSF	0	0
Residential	0	0
Retail/Commercial	7,805 (vacant)	7,805 (2,582 vet clinic)
Office	0	0
Industrial-PDR	0	0
Medical	0	0
Visitor	0	0
CIE (Cultural, Institutional, Educational)	0	0
Useable Open Space	0	0
Public Open Space	0	0

Project Features		
	Existing Unit(s) (Count)	Proposed Unit(s) (Count)
Dwelling Units - Affordable	0	0
Hotel Rooms	0	0
Dwelling Units - Market Rate	0	0
Building Number	1	1
Stories Number	2	2
Parking Spaces	0	0
Loading Spaces	0	0
Bicycle Spaces	0	0
Car Share Spaces	0	0
Public Art	0	0
Other	0	0

Land Use - Residential		
	Existing (square footage area)	Proposed (square footage area)
Studios	0	0
One Bedroom	0	0
Two Bedroom	0	0
Three Bedroom (and +)	0	0
Group Housing - Rooms	0	0
Group Housing - Beds	0	0
SRO	0	0
Micro	0	0
Accessory Dwelling Unit*	0	0
*For ADUs, individually list all ADUs and include unit type (e.g. studio, 1 bedroom, 2 bedroom, etc.) and the square footage area for each unit.		

ACTION(S) REQUESTED

Action(s) Requested (Including Planning Code Section which authorizes action)

303, 764 Upper Market NCT

CONDITIONAL USE FINDINGS

Pursuant to Planning Code Section 303(c), before approving a conditional use authorization, the Planning Commission needs to find that the facts presented are such to establish the findings stated below. In the space below and on separate paper, if necessary, please present facts sufficient to establish each finding.

1. That the proposed use or feature, at the size and intensity contemplated and at the proposed location, will provide a development that is necessary or desirable for, and compatible with, the neighborhood or the community.

See attached

2. That such use or feature as proposed will not be detrimental to the health, safety, convenience or general welfare of persons residing or working in the vicinity, or injurious to property, improvements or potential development in the vicinity, with respect to aspects including but not limited to the following:
 - (a) The nature of the proposed site, including its size and shape, and the proposed size, shape and arrangement of structures;
 - (b) 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;
 - (c) The safeguards afforded to prevent noxious or offensive emissions such as noise, glare, dust and odor;
 - (d) Treatment given, as appropriate, to such aspects as landscaping, screening, open spaces, parking and loading areas, service areas, lighting and signs.

See attached

3. That such use or feature as proposed will comply with the applicable provisions of this Code and will not adversely affect the Master Plan.

See attached

**ATTACHMENT TO CU APPLICATION
100 Church Street, Suite B**

PROJECT DESCRIPTION AND CONDITIONAL USE REQUEST.

100 Church Street, Lot 001 in Assessor's Block 3537 (the "Property"), is approximately 9,997 square feet in area. The Property is located on the west side of Church Street, and bounded by 14th Street to the south, Belcher Street to the west, and Duboce Avenue to the north. The Property is currently developed with a two-story building on Church Street. The Property is located within the Upper Market Neighborhood Commercial Transit Zoning District ("Upper Market NCT"), the Market and Octavia Area Plan, and a 40-X Height and Bulk District. The Property is a square through lot 100 feet deep with a 100-foot frontage on Church Street.

The proposed project ("the Project") will only impact Suite B, which is approximately 2,582 square feet, of the Property's 7,805 square foot ground floor. Suite B is currently vacant, but has historically contained retail use. It was most recently occupied by Out of the Closet, which closed in 2014. The Project will include 15 shift employees intended to be hired from the nearby community as well as a local lead veterinarian. The Project plans to operate from 8:00 a.m. to 8:00 p.m. seven days a week.

The Project proposes a change of use from a currently vacant 2,582 square foot tenant space (previously occupied by a retail use d.b.a. Out of the Closet) to a retail use (d.b.a. The Castro Animal Hospitals, LLC). Accordingly, this Project requires Conditional Use Authorization for use as an animal hospital in the Upper Market NCT Zoning District pursuant to Planning Code Sections 303 and 764. This Project seeks to be reviewed under the Community Business Priority Processing Program ("CB3P").

A. SECTION 303 CONDITIONAL USE FINDINGS.

Under Planning Code Section 303(c), the Planning Commission shall approve the application and authorize a Conditional Use if the facts presented establish the following:

- 1. That the proposed use or feature, at the size and intensity contemplated and at the proposed location, will provide a development that is necessary or desirable for, and compatible with, the neighborhood or the community.**

The NCT Zoning District is designed to promote moderate-scale development, to preserve the existing mix of commercial uses, and to maintain the livability of the district and its surrounding residential areas. To maintain continuous retail frontage and preserve a balanced mix of commercial uses, ground-story neighborhood-serving uses are encouraged. Nearby the Property features such ground-story retail use. Similarly, the Project also proposes ground-story neighborhood-serving retail use. Accordingly, the Project is consistent with and respects the varied neighborhood character by providing a desired use.

The Project is necessary and desirable because it will re-activate an existing, vacant retail space in an urban neighborhood with a high demand for such services. Moreover, the Project is necessary and desirable because it will provide a sought-after retail use of an

**ATTACHMENT TO CU APPLICATION
100 Church Street, Suite B**

animal hospital within a zoning district intended to preserve such mixed-uses. Specifically, the NCT Zoning District's desire to have ground-story neighborhood-serving uses encourages frequenting establishments by foot. In line with such ideals, the Project proposes to provide medical services to the neighboring community's animals in such a way that the local community can commute by foot. Currently, resident pet-owners do not have a local animal hospital they can frequent by foot; instead, they must travel outside of their neighborhood to receive medical care for their animals. The nearest animal hospitals, Mission Pet Hospitals and All Pets Hospital, are nearly a mile away – a distance that is too far for many neighborhood residents. Conversely, with this Project, both animals as well as their resident-owners will experience solace with the implementation of an animal hospital where their pets can conveniently receive medical treatment. Specifically, when tragedies or emergencies strike or regular visits for vaccines or checkups need to occur, such visits will be possible since the Project's animal hospital will be nearby. As such, the Project proposes a use that is widely supported and highly compatible within the neighborhood.

- 2. That such use or feature as proposed will not be detrimental to the health, safety, convenience or general welfare of persons residing or working in the vicinity, or injuries to property, improvements or potential development in the vicinity, with respect to aspects including but not limited to the following:**

- (a) The nature of the proposed site, including its size and shape, and the proposed size, shape and arrangement of the structure.**

The Project proposes a use as an animal hospital within an existing building envelope. No exterior construction will take place. The area that will be utilized for the animal hospital use has its entrance on Church Street, and is located in the rear of the Property's first floor. Currently, the site is vacant. Accordingly, use of the site by the Project will not only re-activate the currently vacant site but also enhance the block. For these reasons, the Project will not be detrimental to the health, safety, convenience or general welfare of persons residing or working in the neighborhood.

- (b) 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 Property is well-served by public transit. The 6, 7, 22, and 37 Muni bus lines are all within a couple blocks of the Property. The Market Street and Dolores Street, Church Street and 14th Street, Market Street and Church Street, and Metro Church Stations are all only a few blocks from the Property. These stations include the F, J, K, L, M and N Muni metro rail stations. Moreover, the lead veterinarian intends to commute by bicycle and the employees will be encouraged to do the same. The business also seeks to hire within the community to further minimize any affected traffic patterns. Lastly, at any given time, the animal hospital expects to only be providing medical care to

**ATTACHMENT TO CU APPLICATION
100 Church Street, Suite B**

approximately two animals, and many will be from the neighborhood, having only travelled to the hospital by foot. Accordingly, the Project will minimally affect any demand for off-street parking and the Project will not have a detrimental effect on accessibility and traffic patterns.

(c) The safeguards afforded to prevent noxious or offensive emissions such as noise, glare, dust and odor.

The Project consists of a high-quality, neighborhood-serving animal hospital that is not expected to generate any noxious or offensive emissions, noise, glare, dust, or odors. Any resulting odors or feces from the animals briefly being on the Property will be mitigated by the experienced staff who will often be handling the animals one-on-one. The animal hospital will be cleaned daily, furthering any odor mitigation efforts. No animals will be permitted to stay overnight thus alleviating any need for the animals to relieve themselves outside. At any given time, the animal hospital expects to only be providing medical care to approximately two animals. Accordingly, the number of animals on the site and any resulting odors or noise from their brief stay will be limited.

Moreover, all medical treatment for the animals will be conducted inside the Property. It is a fully enclosed building without frontage windows and has a design that minimizes noise and odors off-site with its concrete structure. Specifically, noise from the animals will be minimal since the animals will be treated at the rear of the building with no openings from the exterior. For their treatments, the animals will be separated from the customer service area. The customer service area, in turn, is separated from the street by a door and enclosed entry area. For these reasons, the Project is not expected to generate any noxious or offensive emissions, such as noise, glare, dust, or odors.

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

The current layout of buildings and paved areas on the site will remain unaltered for this proposed use.

3. That such use or feature as proposed will comply with the applicable provisions of this Code and will not adversely affect the General Plan.

Planning Code Section 303(c)(3) requires that facts be established that demonstrate “that such use or feature as proposed will comply with the applicable provisions of this code and will not adversely affect the master plan.” The Project will affirmatively promote, is consistent with, and will not adversely affect the General Plan, specifically the Commerce and Industry Element, Transportation Element, and Market and Octavia Area Plan as follows:

Commerce and Industry Element;

**ATTACHMENT TO CU APPLICATION
100 Church Street, Suite B**

- OBJECTIVE 1** **MANAGE ECONOMIC GROWTH AND CHANGE TO ENSURE ENHANCEMENT OF THE TOTAL CITY LIVING AND WORKING ENVIRONMENT.**
- POLICY 1.1** Encourage development which provides substantial net benefits and minimizes undesirable consequences. Discourage development which has substantial undesirable consequences that cannot be mitigated.
- OBJECTIVE 2:** **MAINTAIN AND ENHANCE A SOUND AND DIVERSE ECONOMIC BASE AND FISCAL STRUCTURE FOR THE CITY.**
- Policy 2.1:** Seek to retain existing commercial and industrial activity and to attract new such activity to the City.
- OBJECTIVE 3:** **PROVIDE EXPANDED EMPLOYMENT OPPORTUNITIES FOR CITY RESIDENTS, PARTICULARLY THE UNEMPLOYED AND ECONOMICALLY DISADVANTAGED.**
- Policy 3.1:** Promote the attraction, retention and expansion of commercial and industrial firms which provide employment improvement opportunities for unskilled and semi-skilled workers.
- Policy 3.2:** Promote measures designed to increase the number of San Francisco jobs held by San Francisco residents.
- OBJECTIVE 6** **MAINTAIN AND STRENGTHEN VIABLE NEIGHBORHOOD COMMERCIAL AREAS EASILY ACCESSIBLE TO CITY RESIDENTS.**
- Policy 6.1** Ensure and encourage the retention and provision of neighborhood-serving goods and services in the City's neighborhood commercial districts, while recognizing and encouraging diversity among the districts.
- Policy 6.3** Preserve and promote the mixed commercial-residential character in neighborhood commercial districts. Strike a balance between the preservation of existing affordable housing and needed expansion of commercial activity.
- Policy 6.4** Encourage the location of neighborhood shopping areas throughout the city so that essential retail goods and personal services are accessible to all residents.
- OBJECTIVE 11** **ESTABLISH PUBLIC TRANSIT AS THE PRIMARY MODE OF TRANSPORTATION IN SAN FRANCISCO AND AS A MEANS THROUGH WHICH TO GUIDE FUTURE DEVELOPMENT AND IMPROVE REGIONAL MOBILITY AND AIR QUALITY.**

**ATTACHMENT TO CU APPLICATION
100 Church Street, Suite B**

Policy 11.3: Encourage development that efficiently coordinates land use with transit service, requiring that developers address transit concerns as well as mitigate traffic problems.

The Project would support these goals by providing an animal hospital. Doing so would allow more community residents to have their pets cared for in a convenient and meaningful way, while also living in this vibrant neighborhood. Moreover, several jobs in the immediate community would be created. These residents will add value to the total city living and working environment, activate this block of Church Street, and will help patron the nearby neighborhood-serving businesses.

The Property is also well-served by public transit, and the patrons will be encouraged to utilize such convenient public transit opportunities. Specifically, the 6, 7, 22, and 37 Muni bus lines are all within a couple blocks of the Property. The Market Street and Dolores Street, Church Street and 14th Street, Market Street and Church Street, and Metro Church Stations are all only a few blocks from the Property. These stations include the F, J, K, L, M and N Muni metro rail stations. Moreover, the lead veterinarian intends to commute by bicycle and the employees will be encouraged to do the same. The business also seeks to hire within the community to further encourage commuting by foot. Accordingly, the Project will encourage productive public transit as the primary mode of transportation in San Francisco.

Transportation Element;

OBJECTIVE 2 USE THE TRANSPORTATION SYSTEM AS A MEANS FOR GUIDING DEVELOPMENT AND IMPROVING THE ENVIRONMENT.

Policy 2.1 Use rapid transit and other transportation improvements in the city and region as the catalyst for desirable development, and coordinate new facilities with public and private development.

Policy 2.5 Provide incentives for the use of transit, carpools, vanpools, walking and bicycling and reduce the need for new or expanded automobile and automobile parking facilities.

The Property is easily accessible via numerous public transit options, including the 6, 7, 22 and 37 bus lines. The Market Street and Dolores Street, Church Street and 14th Street, Market Street and Church Street, and Metro Church Stations are all only a few blocks from the Property. These stations include the F, J, K, L, M and N Muni metro rail stations.

Market and Octavia Area Plan;

OBJECTIVE 1.1 CREATE A LAND USE PLAN THAT EMBRACES THE MARKET AND OCTAVIA NEIGHBORHOOD'S POTENTIAL AS A MIXED-USE URBAN NEIGHBORHOOD.

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Policy 1.1.2: Concentrate more intense uses and activities in those areas best served by transit and most accessible on foot.

OBJECTIVE 1.2 ENCOURAGE URBAN FORM THAT REINFORCES THE PLAN AREA'S UNIQUE PLACE IN THE CITY'S LARGER URBAN FORM AND STRENGTHENS ITS PHYSICAL FABRIC AND CHARACTER.

Policy 1.2.2: Maximize housing opportunities and encourage high-quality commercial spaces on the ground floor.

The Project meets these goals by embracing the mixed-use urban neighborhood. Specifically, the Project enhances the retail use opportunities on the ground floor within the Market and Octavia Area Plan by providing an animal hospital on the ground floor. Moreover, while the Project capitalizes on retail use, it will also maintain the neighborhood's unique physical fabric and character by not affecting the existing building envelope.

B. PRIORITY GENERAL PLAN FINDINGS.

Planning Code Section establishes the following eight priority planning policies and requires review of permits for consistency with said policies. The project is consistent with each of these policies as follows:

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

The Project site does not currently contain any neighborhood-serving retail uses because the site is vacant. Previously, the site was occupied by a retail use before closing in 2014. The Project proposes a neighborhood-serving retail use consistent with the Upper Market NCT Zoning. Moreover, future employment opportunities for residents will be provided because of the Project. Thus, the Project not only preserves but also enhances neighborhood-serving retail uses.

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

The Project will have no impact on housing as none are proposed by the Project.

- 3. That the City's supply of affordable housing will be preserved and enhanced;**

The Project will have no impact on affordable housing as none are proposed by the Project.

- 4. That commuter traffic not impede Muni transit or overburden our streets or neighborhood parking;**

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Although the Project proposes a retail use, minimal traffic patterns will be affected. The Project seeks to cater to patrons within the neighborhood so that they may walk with their pets to the animal hospital. Moreover, the business only expects to treat approximately two animals at any given time. The lead veterinarian will commute by bicycle, and the employees will be encouraged to do the same. Furthermore, the Project Sponsor intends to hire employees who are residents within the immediate vicinity, thus making it more likely they will also commute by foot. Lastly, the area is well served by public transit. Thus, the limited increase in patrons frequenting the establishment will not create significant traffic that would overburden nearby streets.

- 5. 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 is not proposing commercial office development and, accordingly, will not displace any industrial or service uses. As such, future opportunities for resident employment and ownership in the industrial and service sectors will not be affected.

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

The Project will have no impact on existing structural integrity or emergency preparedness.

- 7. That landmarks and buildings and historic buildings be preserved.**

The Project is located in a Property where a historic resource is present. However, the Project does not propose any exterior alterations. Thus, the Project does not impact any landmarks or historic buildings.

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

The Project will have no impact on this policy, or the parks and open space – including their access to sunlight and vistas.

C. CONDITIONAL USE AUTHORIZATION REQUESTED – SECTION 764.

The Project is located in the Upper Market NCT Zoning District. Animal hospital use in this zoning district requires Conditional Use Authorization, pursuant to Planning Code Section 764. The existing Property site consists of a vacant space that was formerly occupied by retail use. The Project consists of a retail use, specifically an animal hospital. Per Planning Code Section 764, a property in the Upper Market NCT Zoning District may be an animal hospital with Conditional Use Authorization. Accordingly, the Project seeks such animal hospital use. Because

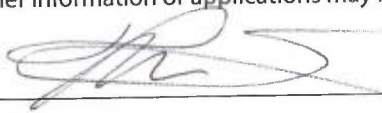
**ATTACHMENT TO CU APPLICATION
100 Church Street, Suite B**

of this animal hospital use, Conditional Use Authorization is required for the use to maintain compliance with Planning Code Section 764.

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.



Signature

Owner of Castro Animal Hospitals LLC

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

4156197404

Phone

Sarah Inman


Name (Printed)

sarah@castroanimalhospital.com

Email

APPLICANT'S SITE VISIT CONSENT FORM

I hereby authorize City and County of San Francisco Planning staff to conduct a site visit of this property, making all portions of the interior and exterior accessible.



Signature

Sarah Inman

Name (Printed)

4/11/18

Date

For Department Use Only

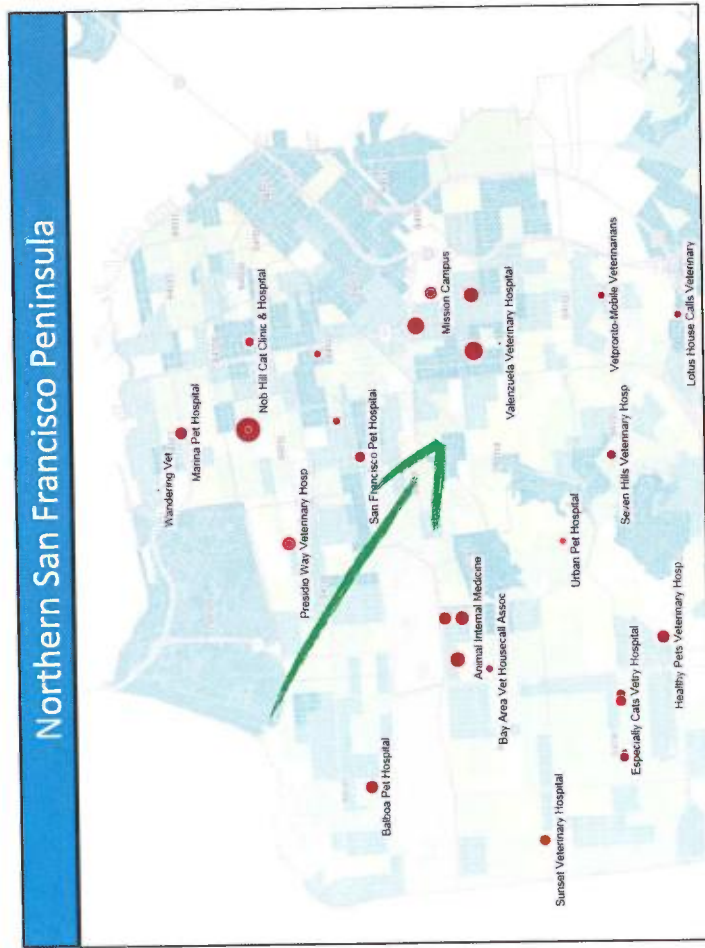
Application received by Planning Department:

By: _____

Date: _____



The Castro and Duboce Triangle are areas that are underserved as there is no veterinarian options



The Castro and Duboce Triangle appear underpenetrated

Observations

- There is no veterinarian in the Castro District and Duboce Triangle neighborhoods (the closest is in Mission, as shown on the map to the right)
- A recent survey conducted by the Castro Merchant Association indicated that local residents were seeking veterinarian in the neighborhood
- There is a high percentage of residents who are in care of animals and providing a local solution would improve local animal health

Legend

- Map layer color is bloc population
- Size of bubble represents Revenue for existing animal hospitals and clinics

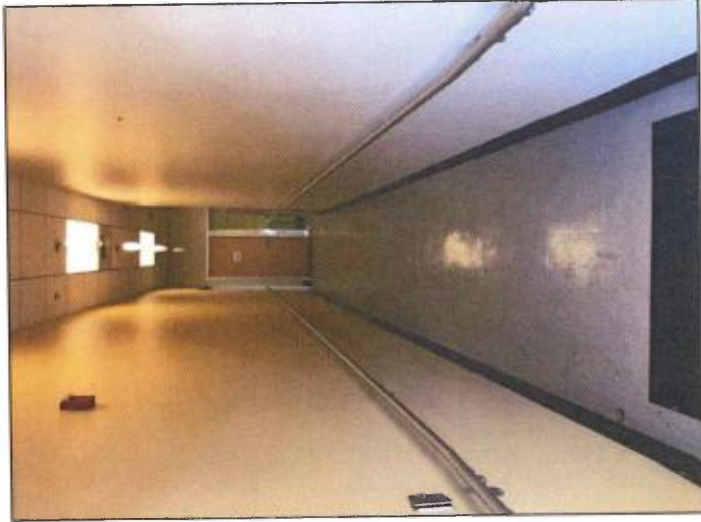
Source: SicCode Data; Tabelau

Pictures provided as stated in CB3P requirements (1 of 3)

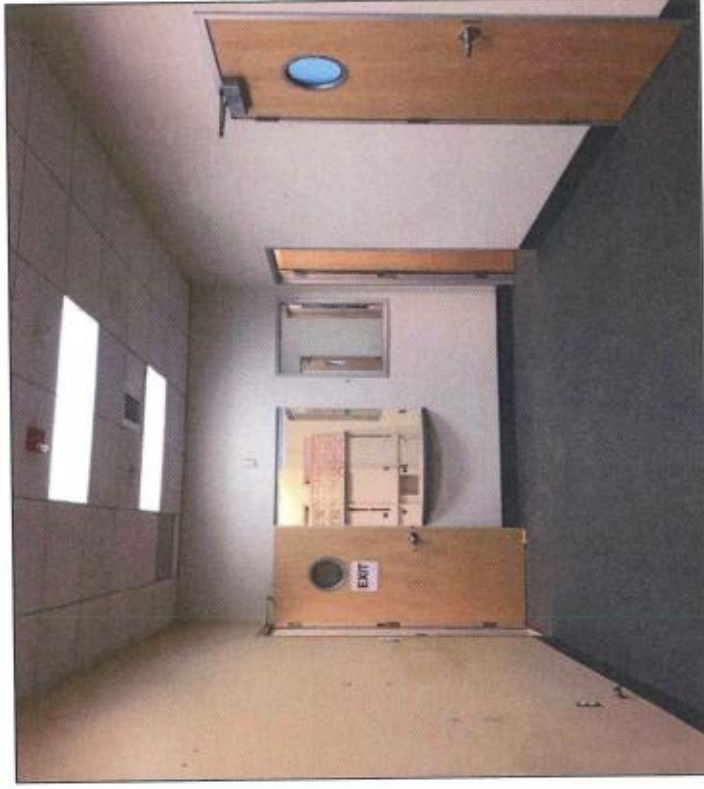
ADA Entry Door



ADA Ramp



Waiting Room (all doors ADA)



Pictures provided as stated in CB3P requirements (2 of 3)

ADA Bathroom



Hallway to Exam Rooms



Exam Room

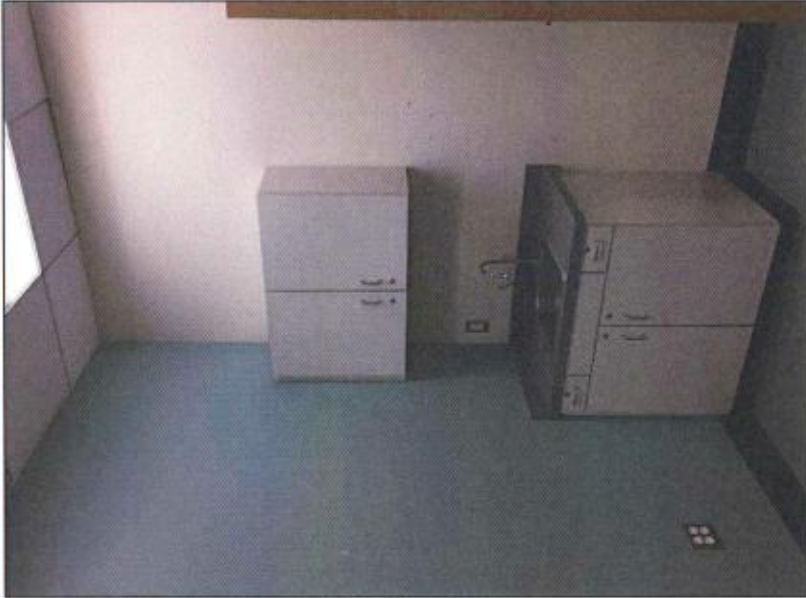


Pictures provided as stated in CB3P requirements (3 of 3)

Exam Room 1 Sink and Cabinets



Exam Room 2 Sink and Cabinets



Exam Room 3 Table and Cabinets





**SAN FRANCISCO
PLANNING
DEPARTMENT**

CB3P Community Business Priority Processing Program Checklist for Eligibility

The Community Business Priority Processing Program ("CB3P") was adopted by the San Francisco Planning Commission on February 12, 2015 under Resolution Number 19323. The CB3P streamlines the Conditional Use process for certain small and mid-sized businesses applications. It is the successor program to the Planning Commission's Small Business Priority Processing Pilot Program ("SB4P").

Projects that qualify for, and enroll in, the CB3P are guaranteed (1) a hearing date within 90 days of filing and (2) placement on the Planning Commission's consent calendar. The analysis of CB3P-projects is documented through a two-page Project Summary and Motion ("PS&M") rather than the lengthier Executive Summary and Draft Motion documents prepared in connection with conventional applications.

Applicants for the CB3P must (1) complete this checklist documenting eligibility for participation, (2) complete the Conditional Use application and provide associated materials and (3) conduct a Pre-Application Meeting, as discussed below. **Planning Department Staff are available to assist you at the Planning Information Center ("PIC"), located on the ground floor of 1660 Mission Street, during regular business hours. You can also call the PIC at (415) 558.6377**

Information about Pre-Application Meetings can be found at sfplanning.org > Permits & Zoning > Permit Forms > "Neighborhood Notification - Pre-Application Meeting Packet". A Pre-Application Meeting is a mandatory form of community outreach conducted by a project sponsor in order to receive initial feedback prior to the submittal of an application to the Planning Department. A Pre-Application Meeting is hosted by a project sponsor to discuss a project and review associated plans; it is typically held at or near the project site. A project sponsor is required to send notice of the meeting to abutting property owners and occupants, property owners and occupants directly across the street, and all neighborhood associations (available at www.sfplanning.org).

Project Information

Please complete all fields.

PROPERTY ADDRESS:	RECORD NUMBER AND/OR BUILDING PERMIT NUMBER:
100 Church St., Suite B, San Francisco, CA 94114 (Block 3537 Lot 001)	None
NAME OF BUSINESS (IF KNOWN):	
The Castro Animal Hospitals, LLC	
BRIEF DESCRIPTION OF PROJECT:	
<p>Lot 001 in Assessor's Block 3537 (the "Property") is approximately 9,997 square feet in area. The Property is currently developed with a two-story building on Church Street. The Property is located within the Upper Market Neighborhood Commercial Transit Zoning District ("Upper Market NCT"), the Market and Octavia Area Plan, and a 40-X Height and Bulk District.</p> <p>The proposed project (the "Project") will only impact Suite B, which is approximately 2,582 square feet, of the Property's 7,805 square foot ground floor.</p> <p>The Project proposes a change of use from a currently vacant 2,582 square foot tenant space (previously occupied by a retail use d.b.a. Out of the Closet) to a retail use (d.b.a The Castro Animal Hospitals, LLC). Accordingly, this Project requires Conditional Use Authorization for use as an animal hospital in the Upper Market NCT Zoning District pursuant to Planning Code Sections 303 and 764. This Project seeks to be reviewed under the Community Business Priority Processing Program ("CB3P").</p>	


Checklist for CB3P Eligibility

The following checklist is to be completed by applicants and reviewed by Planning Department Staff.

CONFIRM COMPLIANCE WITH EACH CRITERION BY CHECKING BOXES		
<input checked="" type="checkbox"/>	Pre-Application Meeting	The applicant has conducted a Pre-Application Meeting as set forth on the reverse side of this page. December 18, 2017
<input checked="" type="checkbox"/>	Application Type	The application is for Conditional Use Authorization.
<input checked="" type="checkbox"/>	Formula Retail	The application does not seek to establish a new Formula Retail use, excepting one with fewer than 20 other establishments.
<input checked="" type="checkbox"/>	Hours of Operation	The application does not seek to establish or expand hours of operation beyond those permitted on an as-of-right basis in the subject zoning district.
<input checked="" type="checkbox"/>	Storefront Consolidation	The application does not seek to consolidate multiple tenant spaces (e.g. storefronts), regardless of any vacancy, into a lesser number of tenant spaces.
<input checked="" type="checkbox"/>	Loss of Dwellings	The application does not seek to remove any dwelling units.
<input checked="" type="checkbox"/>	Alcoholic Beverages	The application does not seek to sell any alcoholic beverages excepting beer and/or wine sold on or off-site in conjunction with the operation of a Bona Fide Eating Place.
<input checked="" type="checkbox"/>	Nature of Work	The proposed work involves only a change of use, tenant improvement or similar interior or store-front work. No building expansion or new construction is involved.
<input checked="" type="checkbox"/>	Nature of Use	The application involves only non-residential uses and does not seek to establish or expand any of the following: <ul style="list-style-type: none"> ✓ Massage Establishment ✓ Tobacco Paraphernalia Establishment ✓ Adult Entertainment Establishment ✓ Medical Cannabis Dispensary ✓ Fringe Financial Service ✓ Drive-up Facility ✓ Wireless Telecommunications Site ("WTS") ✓ Outdoor Activity Area ✓ Bar ✓ Nighttime Entertainment / Place of Entertainment (e.g. nightclubs, music venues) ✓ Liquor Store ✓ Off-Street parking in excess of that allowed on an as-of-right basis ✓ Office closed to the public located on the ground story

Applicant's Declaration

I hereby attest under penalty of perjury that the information I have provided is true and correct to the best of my knowledge, that I intend to complete the project described herein in compliance with the eligibility requirements of the CB3P Program, that I have read and understood this form, and that I am (a) the property owner or authorized agent of the property owner, (b) familiar with the property, and (c) able to provide accurate and complete information. I understand that knowingly or negligently providing false or misleading information may lead to denial or rescission of my permit and/or other authorization and may constitute a violation of the San Francisco Municipal Code, which can lead to criminal and/or civil legal action along with the imposition of administrative fines.

	4/11/18	
Signature	Date	Email Address
Sarah Inman		sarah@castroanimalhospital.com
Print Name and check one: <input type="checkbox"/> OWNER or <input checked="" type="checkbox"/> AUTHORIZED AGENT		(415) 619-7404
		Phone Number

For Staff Use Only:
Check One:

ENROLLED

- ✓ CHECKLIST REVIEWED AND FOUND TO BE ACCURATE AND REFLECTIVE OF PROJECT
- ✓ PRE-APPLICATION MEETING COMPLETE; DOCUMENTATION RECEIVED
- ✓ CONDITIONAL USE APPLICATION RECEIVED

NOT ENROLLED
STATE REASON:

Elizabeth Watty, EWatty 4/11/18
Name, Date and Signature of Current Planning Staff

PROVIDE A COPY OF THIS FORM TO THE DIRECTOR'S OFFICE

AFFIDAVIT FOR Formula Retail Establishments

1. Location and Classification

STREET ADDRESS OF PROJECT: 100 CHURCH STREET, SUITE B		
ASSESSORS BLOCK/LOT: 3537 1 001	ZONING DISTRICT: NCT - UPPER MARKET	HEIGHT/BULK DISTRICT: 40-X

2. Proposed Use Description

PROPOSED USE (USE CATEGORY PER ARTICLE 7 OR 8):	
PROPOSED BUSINESS NAME: THE CASTRO ANIMAL HOSPITAL	
DESCRIPTION OF BUSINESS, INCLUDING PRODUCTS AND/OR SERVICES: VETERINARY CLINIC	
BUILDING PERMIT APPLICATION NO.: (if applicable)	CONDITIONAL USE CASE NO.: (if applicable) 2018-006200 CUA

3. Quantity of Retail Locations

		TOTAL
3.a	How many retail locations of this business are there worldwide? Please include any property for which a land use permit or entitlement has been granted.	0 ZERO
3.b	How many of the above total locations are in San Francisco?	0 ZERO

If the number entered on Line 3.a above is 11 or more, then the proposed use *may* be a Formula Retail Use. Continue to section 4 below.

If the number entered on Line 3.a above is 10 or fewer, no additional information is required. Proceed to section 5 on the next page and complete the Applicant's Affidavit.

4. Standardized Features

Will the proposed business utilize any of the following Standardized Features?

	FEATURES	YES	NO
A	Array of Merchandise	<input type="checkbox"/>	<input type="checkbox"/>
B	Trademark	<input type="checkbox"/>	<input type="checkbox"/>
C	Servicemark	<input type="checkbox"/>	<input type="checkbox"/>
D	Décor	<input type="checkbox"/>	<input type="checkbox"/>
E	Color Scheme	<input type="checkbox"/>	<input type="checkbox"/>
F	Façade	<input type="checkbox"/>	<input type="checkbox"/>
G	Uniform Apparel	<input type="checkbox"/>	<input type="checkbox"/>
H	Signage	<input type="checkbox"/>	<input type="checkbox"/>
TOTAL			

Enter the total number of Yes/No answers above.

If the total YES responses is two (2) or more, then the proposed use is a Formula Retail Use.

5. Applicant's Affidavit

NAME: SHANE DIMARA		<input type="checkbox"/> Property Owner	<input checked="" type="checkbox"/> Authorized Agent
MAILING ADDRESS: (STREET ADDRESS, CITY, STATE, ZIP) 1100 LEAVENWORTH ST. SAN FRANCISCO 94109			
PHONE: (415) 619 7404	EMAIL: shane@castroanimalhospital.com		

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.

Applicant's Signature: *Shane Dimara* Date: 6/6/2018

PLANNING DEPARTMENT USE ONLY			
PLANNING CODE SECTION(S) APPLICABLE: 303; 764			
HOW IS THE PROPOSED USE REGULATED AT THIS LOCATION?			
<input type="checkbox"/> Principally Permitted <input type="checkbox"/> Principally Permitted, Neighborhood Notice Required (Section 311/312) <input type="checkbox"/> Not Permitted <input checked="" type="checkbox"/> Conditional Use Authorization Required (Please list Case Number below)			
CASE NO. 2018-006200CWA	MOTION NO.	EFFECTIVE DATE	NSR RECORDED? <input type="checkbox"/> Yes <input type="checkbox"/> No
COMMENTS:			
VERIFIED BY:			
Signature: <u><i>Mathew Chandler</i></u>		Date: <u>7/11/18</u>	
Printed Name: <u>Mathew Chandler</u>		Phone: <u>7/11/18</u>	



FOR MORE INFORMATION:
Call or visit the San Francisco Planning Department

<p>Central Reception 1650 Mission Street, Suite 400 San Francisco CA 94103-2479</p> <p>TEL: 415.558.6378 FAX: 415 558-6409 WEB: http://www.sfplanning.org</p>	<p>Planning Information Center (PIC) 1660 Mission Street, First Floor San Francisco CA 94103-2479</p> <p>TEL: 415.558.6377 <i>Planning staff are available by phone and at the PIC counter. No appointment is necessary.</i></p>
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Duboce Triangle Neighborhood Association
PMB # 301, 2261 Market Street, San Francisco, CA 94114
(415) 295-1530 / www.dtna.org

July 11, 2018

Mr. Mathew Chandler, Planner
San Francisco Planning Department
1650 Mission St, Suite 400
San Francisco, CA 94103

Re: 2018-006200CUA
Castro Animal Hospital, 100 Church St

Dear Mr. Chandler:

On behalf of DTNA, I am writing to express our enthusiastic support for the above-referenced project.

For many years now, a veterinary clinic has been the number one most desired new business that residents hoped to attract to the neighborhood, based both on an extensive survey conducted in 2015 as part of the Upper Market Retail Strategy, and on the many informal requests received by DTNA. So we are thrilled to see this project finally coming before the Planning Commission.

DTNA has met with the Project Sponsors and is confident that this project will greatly benefit our neighborhood and its many canine and feline residents and their guardians. We look forward to the opening of Castro Animal Hospital and the activation of a space which has been sadly vacant for many years.

Please ensure that our views are conveyed to the entire Planning Commission. Should you have any questions, please don't hesitate to contact me at (415) 861-0920.

Very truly yours,
Duboce Triangle Neighborhood Association

David Troup,
Chair, Land Use and Transportation Committee



SAN FRANCISCO PLANNING DEPARTMENT

CEQA Categorical Exemption Determination

PROPERTY INFORMATION/PROJECT DESCRIPTION

Project Address		Block/Lot(s)
100 CHURCH ST		3537001
Case No.		Permit No.
2018-006200PRJ		
<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. Project includes Conditional Use Authorization for change of use from a currently vacant 2,582 sf space to retail tenant Animal Hospital, new Blade Sign to conform to P.C. Section 607.1.</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): Mathew Chandler
 Archaeological - N/A, no soil disturbance.

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

PROPERTY IS ONE OF THE FOLLOWING: (refer to Parcel Information Map)	
<input checked="" type="checkbox"/>	Category A: Known Historical Resource. GO TO STEP 5.
<input 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 type="checkbox"/>	Project is not listed. GO TO STEP 5.
<input checked="" 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 checked="" 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 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):
<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 checked="" type="checkbox"/>	10. Reclassification of property status. (Requires approval by Senior Preservation Planner/Preservation <input type="checkbox"/> Reclassify to Category A <input type="checkbox"/> Reclassify to Category C a. Per HRER dated (attach HRER) b. Other (specify):
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): Pedestrian blade sign attachments not to obscure or remove character-defining features of the building or district. The attachment features are temporary and can be returned to its original state.	
Preservation Planner Signature: Marcelle Boudreaux	

**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	Signature: Mathew Chandler
	If Discretionary Review before the Planning Commission is requested, the Discretionary Review hearing is the Approval Action for the project.	07/13/2018
	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)
100 CHURCH ST		3537/001
Case No.	Previous Building Permit No.	New Building Permit No.
2018-006200PRJ		
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: