



SAN FRANCISCO PLANNING DEPARTMENT

Executive Summary Conditional Use

HEARING DATE: AUGUST 29, 2019

Record No.: 2019-006116CUA
Project Address: 2621 Ocean Avenue
Zoning: NC-1 (Neighborhood Commercial, Cluster) Zoning District
26-X Height and Bulk District
Block/Lot: 7226/019
Project Sponsor: Wing Lee Architects
1403 Hudson Avenue
San Francisco, CA 94124
Staff Contact: Jeff Horn – (415) 575-6925
jeffrey.horn@sfgov.org
Recommendation: **Approval with Conditions**

1650 Mission St.
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415.558.6377

PROJECT DESCRIPTION

The Project is a request for Conditional Use Authorization pursuant to Planning Code Sections 303, 303.1, 703.4, and 710 to establish a Formula Retail use (dba "Mathnasium", a children's mathematical instructional service) in a vacant commercial building within a NC-1 (Neighborhood Commercial, Cluster) Zoning District and a 26-X Height and Bulk District. The proposal is to establish a Formula Retail use within an existing 1,870 square foot vacant retail space (previously occupied by a title company "Cornerstone Title Company") on the southwest side of Ocean Avenue. The project proposes no expansion of the existing tenant space or building envelope and no alterations to the exterior façade.

REQUIRED COMMISSION ACTION

In order for the Project to process, the Commission must grant a Conditional Use Authorization to establish the proposed Formula Retail use within a NC-1 (Neighborhood Commercial, Cluster) Zoning District and a 26-X Height and Bulk District pursuant to Planning Code Sections 303, 303.1, 703.4, and 710.

ISSUES AND OTHER CONSIDERATIONS

- **Public Comment & Outreach.** The Department has received no public comments on the Project as of the date of this Executive Summary. The commercial cluster on this portion of Ocean Avenue has no official Merchant's Association, the Sponsor has provided a Local Merchants Petition with signatures from 18 of the surrounding businesses.
- **Signage.** Project includes two wall-mounted signs, one located on the Ocean Avenue façade and one located on the courtyard façade which will be filed for under a separate permit.

ENVIRONMENTAL REVIEW

The Project is exempt from the California Environmental Quality Act ("CEQA") as a Class 1 categorical exemption.

BASIS FOR RECOMMENDATION

The Department finds that the Project is, on balance, consistent with the Objectives and Policies of the General Plan. The Project will establish a Formula Retail use (a mathematical instructional service, dba "Mathnasium") at vacant retail space within a one-story commercial building on Ocean Avenue. The Department finds the project to be necessary, desirable, and compatible with the surrounding neighborhood, and not to be a detriment to persons or adjacent properties in the vicinity.

ATTACHMENTS:

- Draft Motion – Conditional Use Authorization
- Exhibit A – Conditions of Approval
- Exhibit B – Plans
- Exhibit C – Environmental Determination
- Exhibit D – Land Use Data
- Exhibit E – Maps and Context Photos



SAN FRANCISCO PLANNING DEPARTMENT

Planning Commission Motion No. XXXXX

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ADOPTING FINDINGS RELATING TO THE APPROVAL OF CONDITIONAL USE AUTHORIZATION PURSUANT TO PLANNING CODE SECTIONS 303, 303.1, 703.4, AND 710 TO ESTABLISH A FORMULA RETAIL USE AT 2621 OCEAN AVENUE, LOT 019 IN ASSESSOR'S BLOCK 7226, WITHIN A NC-1 (NEIGHBORHOOD COMMERCIAL, CLUSTER) ZONING DISTRICT AND A 26-X HEIGHT AND BULK DISTRICT.

PREAMBLE

On May 1, 2019, Wing Lee of Wing Lee Architects (hereinafter "Project Sponsor") filed Application No. 2019-006116CUA (hereinafter "Application") with the Planning Department (hereinafter "Department") for Conditional Use Authorization to establish a Formula Retail use (d.b.a. "Mathnasium") at **2621 Ocean Avenue** (hereinafter "Project"), Lot 019 within Assessor's Block 7226 (hereinafter "Project Site") in a NC-1 (Neighborhood Commercial, Cluster) District.

The Planning Department Commission Secretary is the custodian of records; the File for Case No. 2019-006116CUA is located at 1650 Mission Street, Suite 400, San Francisco, California.

On August 29, 2019, the San Francisco Planning Commission (hereinafter "Commission") conducted a duly noticed public hearing at a regularly scheduled meeting on the Application.

The Project is exempt from the California Environmental Quality Act ("CEQA") as a Class 1 categorical exemption.

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. 2019-006116CUA, 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 includes the establishment of a Formula Retail use (d.b.a. *Mathnasium*, a children's instructional service for pre-kindergarten to 12th grade math) in a vacant retail space on the south side of Ocean Avenue within a NC-1 District. The establishment would apply to an existing 1,570 square foot space, formerly occupied by Cornerstone Title Company (a non-Formula Retail real estate firm). *Mathnasium* currently operates over 1,000 stores worldwide, with 148 locations in California. There are currently no actively operating centers located in San Francisco. No expansion or alteration of the existing tenant space, building envelope or building façade is proposed. Two wall signs are proposed.
3. **Site Description and Present use.** The Project Site is located on the northwest corner of Fillmore and Lombard Street, on Assessor's Block 7226, Lot 019; within a NC-1 (Neighborhood Commercial, Cluster) Zoning District; and 26-X Height and Bulk District in a one-story commercial structure. The subject parcel has a width of 100 feet and a depth of 100 feet and is developed with a U-shaped one-story structure that contains three commercial units. The building was constructed circa 1940 and is an Age Eligible / Unknown (Category B) historic building. The Project does not propose any change or impact to the residential structures.
4. **Surrounding Properties and Neighborhood.** The Subject Property is within a NC-1 District in the Lakeshore neighborhood. The commercial cluster extends on Ocean Avenue from 19th Avenue to Junipero Serra Boulevard. The commercial district is comprised of mostly one- and -two story commercial buildings of mixed-character. The area surrounding commercial district is generally large lot single family homes. Not considering the proposed project, *Mathnasium*, there are 8 Formula Retail uses within a 300' foot radius, the uses are either banking, real estate services or medical services and retail, but none that offer instructional services.
5. **Public Outreach and Comments.** To date, the Department has not received any public comments on the Project. The Project Sponsor conducted a Pre-Application Meeting on March 8, 2019, which was attended by no members of the public. The commercial cluster on this portion of Ocean Avenue has no official Merchant's Association, the Sponsor has provided a Local Merchants Petition with signatures from 18 of the surrounding businesses.
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. **Formula Retail Use.** A *Formula Retail* use is defined under Planning Code Section 303.1 as a type of retail sales or service activity that has eleven or more other retail sales establishments in operation, or with local land use permit entitlements already approved anywhere in the world. In addition to the eleven establishments either in operation or with local land use or permit entitlements approved for operation, the business maintains two or more of the following features: a standardized array of merchandise, a standardized façade, a standardized

décor and color scheme, uniform apparel, standardized signage, and a trademark or service-mark.

Within the NC-1 Zoning District, Formula Retail uses require Conditional Use Authorization under Planning Code Section 710. Planning Code Section 303.1 provides additional criteria for the Planning Commission to consider when considering any Conditional Use pursuant to Section 303.1 (Formula Retail Uses).

The Project would allow for an Instructional Service, Formula Retail Use (d.b.a. "Mathnasium", a tutoring service for Pre-Kindergarten to 12-Grade math) at the vacant, approximately 1,870 square-foot, one-story commercial space on the project site. A Formula Retail Use may be conditionally permitted per Planning Code Section 303, 303.1, and 710.

- b. **Retail Sales and Services Use within a NC-1 Zoning District.** Section 710 of the Planning Code permits "Retail Sales and Services Uses," which encompasses "Service, Instructional" uses, as defined under Planning Code Section 102 and 202.2, on the first story only.

The Project would allow for a new Instructional Service Retail Sales and Services use, which Formula Retail is conditionally encompassed within, at the one-story commercial building.

- c. **Hours of Operation.** Planning Code Section 710 states that there are no limits to the hours of operation of Commercial Use facilities.

The hours of operation for Mathnasium are 3:00pm to 7:00pm Monday through Friday, 9:00am to 1:00pm on Saturday, and closed on Sundays.

- d. **Street Frontage in Neighborhood Commercial Districts.** Planning Code Section 145.1 requires that within NC Districts space for active uses shall be provided within the first 25 feet of building depth on the ground floor and 15 feet on floors above from any facade facing a street at least 30 feet in width. In addition, the floors of street-fronting interior spaces housing non-residential active uses and lobbies shall be as close as possible to the level of the adjacent sidewalk at the principal entrance to these spaces. Frontages with active uses that must be fenestrated with transparent windows and doorways for no less than 60 percent of the street frontage at the ground level and allow visibility to the inside of the building. The use of dark or mirrored glass shall not count towards the required transparent area. Any decorative railings or grillwork, other than wire mesh, which is placed in front of or behind ground floor windows, shall be at least 75 percent open to perpendicular view. Rolling or sliding security gates shall consist of open grillwork rather than solid material, so as to provide visual interest to pedestrians when the gates are closed, and to permit light to pass through mostly unobstructed. Gates, when both open and folded or rolled as well as the gate mechanism, shall be recessed within, or laid flush with, the building facade.

The commercial unit has approximately 33 feet of building fronting along the Ocean Avenue, all proposed for use as a Formula Retail establishment, which is considered an active use. The windows will be clear, un-tinted, and unobstructed. There are no proposed changes to the exterior nor to the windows.

- e. **Use Size.** Planning Code Section 710 principally permits non-residential uses up to 5,999 square feet. Uses 6,000 square feet or larger require Conditional Use Authorization.

The Project proposes a total use size of approximately 1,870 square feet which is within the principally permitted use size.

- f. **Signage.** Any proposed signage will be subject to the review and approval of the Planning Department and must comply with Article 6 of the Planning Code.

The Project includes two wall-mounted signs, one located on the Ocean Avenue façade and one located on the courtyard façade which will be filed for under a separate permit.

- 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 size of the use will remain as is existing and is in keeping with other storefronts on the block-face. The proposed establishment of the Formula Retail use will not affect traffic or parking in the District, as the business serves only a moderate number of customers at any one time, with sufficient off-street parking available. This will not impact the mix of goods and services currently available in the District, and it will contribute to economic vitality of the neighborhood by occupying a vacant storefront on a well trafficked block.

- 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 and bulk of the existing building will remain the same and the Project will not alter the existing appearance or character of the surrounding vicinity. The proposed work will not affect the building envelope.

- (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 Planning Code does not require off-street parking, and there is sufficient street parking. It is unlikely that the use will generate significant vehicular trips citywide, though it will generate moderate trips from the neighborhood due to its close proximity to many other neighborhood-serving sales and services uses.

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

The proposed use will not generate significant noise, glare, dust, or odor.

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

The Project would not alter the site's landscaping, open space, or lighting. New signage has been reviewed for compliance with the Planning Code and Formula Retail Guidelines.

- 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 is consistent with the stated purposes of the NC-1 (Neighborhood Commercial, Cluster) Districts in that the intended use is located at the ground floor, will provide a compatible specialty service for the immediate neighborhood and broader population, during after-school hours.

8. **Formula Retail.** Planning Code Section 303.1 provides additional criteria for the Planning Commission to consider when considering any Conditional Use pursuant to Planning Code Section 303.1, Formula Retail uses:

- a. The existing concentration of Formula Retail uses within the District.

There are 8 existing Formula Retail uses out of approximately 40 commercial establishments within 300 feet of the Project Site, which accounts for approximately 25% of the retail services in the area. The existing intensity of Formula Retail uses accounts for approximately 300 linear feet of lot frontage, which is 27% of the total linear frontage in a 300-foot radius of the Subject Property. The existing Formula Retail uses are either banking, real estate services or medical services and retail, but none that offer instructional services.

- b. The availability of other similar retail uses within the District.

Of the 40 retail businesses surveyed within a 300-foot radius of the Project Site, 8 (27%) are Formula Retail uses. All similar businesses provide a different array of goods and services and none within a 300' radius of the Subject Property offer mathematical instructional services.

- c. The compatibility of the proposed Formula Retail use with the existing architectural and aesthetic character of the District.

The Project would minimally alter the existing exterior details of the subject building with two, wall-mounted. Therefore, the Project is compatible within, and will have no adverse effect on, the architectural and aesthetic characters of the District.

- d. The existing retail vacancy rates within the District.

The Project will lessen the retail vacancy rate within a 300-foot radius, as the proposed Formula Retail use will occupy a vacant storefront. According to the 300-foot radius survey provided, there are 4 (18%) vacancies, including the Subject Property, within the area.

- e. The existing mix of Citywide-serving retail uses and neighborhood-serving retail uses within the District.

The Project Site's NC-1 Zoning District is of medium size, with a focus on both neighborhood- and citywide-serving retail and service uses. NC-1 Districts are intended to be located along heavily trafficked thoroughfares and are developed so the greater population may access specialty goods and services. The intent and diverse nature of convenient- and specialty- Retail will not be impacted, as the Project aims to provide a new specialty use that will occupy a vacant storefront.

- f. Additional data and analysis set forth in the Performance-Based Design Guidelines adopted by the Planning Commission.

The proposed use is consistent with the existing character of the district, which is comprised of a variety of service activities. The subject property would provide a nominal change in the number of existing Formula retail commercial frontage within the district.

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

COMMERCE AND INDUSTRY

Objectives and Policies

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 that has substantial undesirable consequences that cannot be mitigated.

The Project will provide a new commercial benefit to the district and enhances the diverse economic base of the area.

Policy 1.2:

Assure that all commercial and industrial uses meet minimum, reasonable performance standards.

The Conditions of Approval will ensure that the use meets minimum, reasonable performance standards.

Policy 1.3:

Locate commercial and industrial activities according to a generalized commercial and industrial land use plan.

The Project to establish a new Formula Retail Instructional Service use would allow the establishment (dba "Mathnasium") to provide convenient math tutoring services to the surrounding neighborhood and specialty service to the larger trade area, as well as providing resident employment opportunities to those in the community.

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.

The Project will allow the establishment of a new Formula Retail use (which has no other locations in San Francisco), and would retain an existing commercial business and diverse economic base.

OBJECTIVE 3:

PROVIDE EXPANDED EMPLOYMENT OPPORTUNITIES FOR CITY RESIDENTS, PARTICULARLY THE UNEMPLOYED AND ECONOMICALLY DISADVANTAGED.

Policy 3.4:

Assist newly emerging economic activities.

The Project will allow the establishment of a Formula Retail use that would employ 5 employees, which will enhance the diverse economic base of the City.

NEIGHBORHOOD COMMERCE

Objectives and Policies

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.

The Project will not displace any other neighborhood-serving goods and/or service uses in the District, as the Subject Property is currently vacant. The Project will provide the neighborhood with a new Instructional Service use, which is encompassed within the broader Retail and Sales Service use category. This use, for mathematical instruction, is currently not offered within a 300-foot radius.

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.

The Project will not prevent the District from achieving optimal diversity in the types of goods and services available in the neighborhood. The Project will provide the neighborhood with a Formula Retail service for Instructional Services that provides math tutoring services.

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 Project is not anticipated to significantly affect the existing mix of neighborhood-serving retail uses and provides opportunities for resident employment. The Project would retain the current mix of retail and would occupy a vacant storefront. The Project provides desirable services and contributes to the diverse economic base of the NC-1 Zoning District.

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

The Project is not anticipated to adversely affect the character or diversity of the neighborhood. No changes to the façade are proposed.

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

The Project would not have any adverse effect on the City's supply of affordable housing.

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

The Project Site is well-served by nearby public transportation options. The Project is located along numerous Muni bus lines (57 and 28), and rail lines (M, K). The Project also provides off-street parking at the principally permitted amounts.

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 or adversely affect any service sector or industrial businesses as the Project is already occupying a commercial space.

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

The Project will not adversely affect the property's ability to withstand an earthquake. The Project will comply with the requirements of the San Francisco Building Code.

- G. That landmarks and historic buildings be preserved.

The Project is not located in a landmark or historic building, and will not adversely impact the City's stock of such 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 effect on existing parks and open spaces, and will not adversely affect their access to sunlight, or vistas.

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 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 2019-006116CUA** subject to the following conditions attached hereto as "EXHIBIT A" in general conformance with plans on file, dated April 19, 2019, 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 August 29, 2019.

Jonas P. Ionin
Commission Secretary

AYES:

NAYS:

ABSENT:

ADOPTED: August 29, 2019

EXHIBIT A

AUTHORIZATION

This authorization is for a conditional use to allow the establishment of a Formula Retail use (d.b.a. **Mathnasium**) located at **2621 Ocean Avenue** (at the corner of Fillmore and Lombard), Block 7226, Lot 019, pursuant to Planning Code Sections **710, 303, and 303.1** within a **NC-1 Neighborhood Commercial, Cluster** Zoning District and a **26-X** Height and Bulk District; in general conformance with plans, dated **April 19, 2019**, and stamped "EXHIBIT B" included in the docket for Case No. **2019-006116CUA** and subject to conditions of approval reviewed and approved by the Commission on **August 29, 2019** under Motion No. XXXXX. 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 **August 29, 2019** 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

6. **Signage.** Any signs on the property shall be made to comply with the requirements of Article 6 of the Planning Code.

MONITORING

7. **Enforcement.** Violation of any of the Planning Department conditions of approval contained in this Motion or of any other provisions of the 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 action under their jurisdiction.
For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org.

OPERATION

8. **Sidewalk Maintenance.** The Project Sponsor shall maintain the main entrance to the tenant space 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, www.sfdpw.org.
For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org.*

MONITORING – AFTER ENTITLEMENT

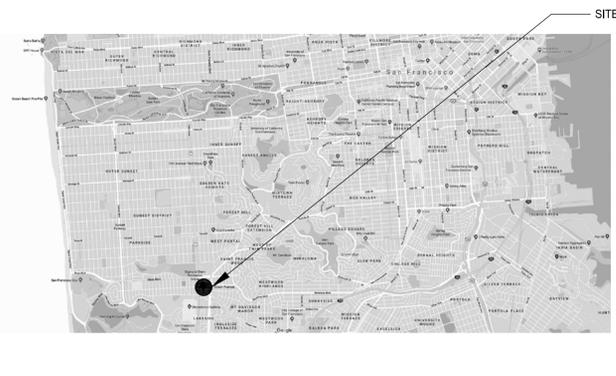
9. **Enforcement.** Violation of any of the Planning Department conditions of approval contained in this Motion or of any other provisions of the Planning Code applicable to this Project shall be subject to the enforcement procedures and administrative penalties set forth under Planning Code Section 176 or Section 176.1. The Planning Department may also refer the violation complaints to other city departments and agencies for appropriate action under their jurisdiction.
For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org.
10. **Monitoring.** The Project requires monitoring of the conditions of approval in this Motion. The Project Sponsor or the subsequent responsible parties for the Project shall pay fees as established under Planning Code Section 351(e) (1) and work with the Planning Department for information about compliance.
For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org.
11. **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.

PROJECT NOTES

- All work to be in conformance with the 2016 CBC and all other applicable codes.
- The documents describe intent. Contractor is responsible to provide complete, operational systems and installations. No claims for additional work will be awarded for work which is described in these documents or which is reasonably inferable from them.
- All dimensions, notes and details shown on a portion of a drawing shall apply typically to all opposite hand and/or similar conditions, U.O.N.
- Details shown are typical. Similar details apply to similar conditions.
- Contractor is responsible for the thorough coordination of all trades. No claims for additional work will be awarded for work related to such coordination.
- The Contractor shall examine the contract documents and shall inform himself/herself as to the entire contents thereof before submitting his/her proposal. Any errors or ambiguities noted by him/her during said examination should immediately be called to the attention of the Architect before submitting a bid thereto. The Architect will issue an addendum or interpretation of the cited error or ambiguity. No subsequent claim for extra work will be allowed on account of claimed misunderstanding of the meaning or intent of the contract documents or any portion thereof if the item occasioning the claim appeared in, or was inferable from, said documents as furnished for bidding purposes.
- The Contractor should visit the work site to ascertain by inspection pertinent local conditions such as location, character and accessibility of the site, availability of the facilities, character of existing building, etc.
- Where a structural element is removed as indicated on drawings, verify location and dimensions with structural and architectural documents. Shore and brace as required.
- Electrical, Mechanical Design/Build subcontractors will be responsible for obtaining permits for their scope of work from the agencies having jurisdiction.
- One copy of all building permits shall be submitted to the Architect.
- All dimensions are to finish face of masonry, face of concrete, centerline of steel, face of millwork, or fixtures U.O.N. Dimensions are not adjustable without Architect's approval unless noted as "±". Verify dimensions marked "V.I.F." prior to commencement of construction and notify architect in writing of any inconsistencies.
- Contractor shall not scale drawings. Dimensions shall govern. Drawings at a large scale shall take precedence over drawings of a small scale. Details shall govern over plans, sections and elevations.
- Contractor shall verify rough opening requirements with manufacturers unit dimensions and prevent provision of required rough opening, specifics of the situation shall be reported in writing to the Architect.
- All mounting of equipment, fixtures or accessories - including wall, floor and ceiling installation - shall be as required to meet provisions of the 2016 California Building Code, the 2016 San Francisco Amendments, the requirements of all other agencies having jurisdiction, and manufacturers instructions. In cases of differences contractor shall notify architect in writing. All casework shall be secured to support blocking at walls.
- Contractor shall notify Architect immediately of all utilities determined in the course of construction as being necessary to be removed which have not otherwise been noted for removal. Contractor shall remove such utilities only after the consultation with the Architect and Owner. All utilities removed shall be disconnected, cut back to source, and capped. All penetrations created by the removal of utilities shall be sealed to match adjacent construction and finishes.
- Delays resulting from failure to supply submittals and information shall be the responsibility of the General Contractor. Appropriate steps shall be taken to make up for lost time.
- Contractor shall protect area and new or existing materials and finishes from damage which may occur from construction, demolition, dust, water, etc. and shall provide and maintain temporary barricades, closure walls, etc., as required to protect the public during the period of construction. Damage to new and existing materials, finishes, structures, and the equipment shall be repaired or replaced to the satisfaction of the Owner at the expense of the General Contractor.
- Work areas to remain secure and lockable during construction.
- Contractor shall remove all rubbish and waste materials of all subcontractors and trades on a daily basis and shall exercise strict control over job cleaning to prevent any dirt, debris or dust from affecting any finished areas in or outside the job site. Burning of debris on the site shall not be permitted.
- Upon completion, the Contractor shall leave the premises and all affected areas clean and in an orderly manner ready for move-in. This is to include cleaning of all glass (including inside of exterior glass) and frames, both new and existing.
- Security provisions are part of this contract. Contractor shall review work and coordination requirements prior to start of construction.
- Contractor shall not proceed with any work requiring additional compensation beyond the contract amount without written authorization from the architect or owners representative. Failure to obtain written authorization shall invalidate any claim for additional compensation.
- Unless otherwise noted, dimensions are taken to the following in order of priority.
 - GRID LINES
 - FLOOR LINES
 - WORK POINTS
 - TOP OF STRUCTURAL STEEL
 - FACE OF FINISH
 - FACE OF CONCRETE
 - FACE OF MASONRY
 - FACE OF FRAMING
- Do not measure from drawings to determine dimensions. If a dimension is not shown, or if there are any conflicts or discrepancies, contact the Architect prior to fabrication so that a clarification can be prepared if required.
- Dimensions noted as "clear" or "CLR" are the minimum required dimensions and must be accurately maintained.
- General Contractor shall provide all labor, materials, equipment and supervision as required to perform the work of this project and shall be responsible for coordination of all Subcontractors' work and completion of all work described in the contract documents or reasonably implied

- General Contractor and Subcontractor shall field verify all existing dimensions and conditions shown on the drawings prior to commencement of work. Notify Architect of any discrepancies, omissions or conflicts before proceeding with the work.
- All work shall conform to all applicable codes, ordinances, and regulations as prescribed by the jurisdiction where this project is located.
- All installations shall be per manufacturer recommendations unless in conflict with applicable codes, ordinances, and regulations. General Contractor shall notify Architect of conflicts prior to installation.
- General Contractor shall repair any damage to the existing building for which his subcontractors, material suppliers or workmen are responsible. If damage exists in space prior to commencement of construction, it is the Contractor's responsibility to inform the Architect of this existing damage so repair work may be included in the contract, or so that the Contractor will not be held responsible for this repair.
- General Contractor shall provide protection to all existing finishes where required and shall be responsible for repairing any damage to existing construction / finishes to a uniform appearance, match existing materials, finishes and colors to the satisfaction of the Architect & Owner.
- Where existing walls are removed, patched and repaired, such surface shall receive new finishes to match existing. General Contractor to submit sample material to Architect for approval prior to installation.
- General Contractor shall be responsible for coordination of all Subcontractors' work and completion of all work described in the Contract Documents or reasonably implied.
- General Contractor shall not proceed with any work requiring additional compensation beyond the Contract amount without authorization from the Owners representative. Extra work and/or costs must be approved in writing prior to construction of such work. Failure to obtain authorization may invalidate a claim for a change order.
- The Architect has no knowledge of and shall not be held liable for any asbestos or other hazardous materials discovered during construction. General Contractor shall isolate the affected area and contact the Owner for further instructions before proceeding.
- These drawings represent Building Standard Construction items and provide outline information for nonstandard items. Familiarity with Building Standards is the responsibility of the General Contractor. It is also the responsibility of the General Contractor to perform all work in conformance to the CBC and other applicable local codes and ordinances.
- The Architectural drawings and Specifications are the property and copyright of the architect and shall not be used on any other work except by agreement with the Architect.
- Datum elevations are given to top of finish floor or top of concrete slab where slab is depressed. All other finish materials are added to top of concrete slab elevations, U.O.N.
- Where required by code, all glass must meet requirements for safety glazing.
- Where required by code, materials are to have an UL label must be located in an inconspicuous but visible locations.
- Sizes, dimensions, locations and detail of registers, ducts, equipment, wall openings, louvers, access hatches, equipment curbs, vents, etc., associated with heating ventilating and air conditioning are contained on the Mechanical drawings. Coordinate location of registers with architectural reflected ceiling plan.
- Sizes, dimensions, locations and details of plumbing fixtures, pipes, equipment, vents, access hatches, meters, etc., associated with plumbing are contained on the Plumbing drawings. Coordinate with the location of toilets, sinks and lavatories shown on architectural plans.
- Coordinate with the location of fire extinguisher cabinets shown on Architectural plans.
- Sizes, dimensions, locations and details of switches, outlet fixtures, panels, conduit, meters, etc., associated with electrical are contained on the Electrical drawings. Coordinate location of light fixtures with architectural reflected ceiling plans.
- Exit signage to conform with CBC chapter 11.
- The project site will be occupied and functioning during construction. The General Contractor shall work out a reasonable work schedule with the owner so as not to disrupt daily business operations.
- As part of final cleanup, the General Contractor shall clean all areas within the project boundary and any other areas of the building dirtied during construction. The General Contractor and his subcontractors shall turn the project over to the owner free from all construction debris, material and equipment. All floorings are to be mopped clean and/or vacuumed, and walls must be free of dirt and other foreign materials.
- The Architect shall not be responsible for concealed or unforeseen existing conditions. The Architect shall be notified of any concealed conditions that are uncovered during construction.

VICINITY MAP



SCOPE OF WORK

TENANT IMPROVEMENT OF AN EXISTING OFFICE TO BECOME A FORMULA RETAIL -AFTER SCHOOL MATH LEARNING CENTER. NO CHANGE OF USE, FACADE, AND AREA.

SIGN PERMIT WILL BE FILED SEPARATELY.

PROJECT DIRECTORY

TENANT (OWNER) Silvie Thang (Owner Representative) Au+Yeung Tutoring LLC 502 Anita Lane, Millbrae, CA 94030 E: silvie.thang@gmail.com T: 415.812.6665	ARCHITECT Wing Lee Wing Lee Architects 1403 Hudson Avenue, San Francisco, CA 94124 E: wing@leearchitecture.com T: 415.297.6493
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PLANNING DATA

	EXISTING / REQUIRED	PROVIDED / PROPOSED
BLOCK / LOT	7226 / 019	
LOT SIZE	100 FT x 103 FT (+/-)	
ZONING	NC-1 NEIGHBORHOOD COMMERCIAL CLUSTER	
NUMBER OF SUITES	3 - 2613, 2621, 2633 OCEAN AVENUE)	NO CHANGE
SUBJECT SUITE	2621 OCEAN AVENUE	
NUMBER OF STORY	1	
EXISTING USE	SERVICES, PERSONAL (BANKING AND MORTGAGE RELATED)	
PROPOSED USE	SERVICES - PERSONAL (AFTER SCHOOL MATH LEARNING CENTER)	
PROPOSED HOURS	3:00PM-7:00PM (MONDAY - FRIDAY) 9:00AM - 1:00PM (SATURDAY)	
HEIGHT	26-X	
REAR SETBACK	25% GENERALLY (NON-CONFORMING)	
FRONT / SIDE SETBACK	NONE	NO CHANGE
STREETSCAPE IMPROVEMENTS	REQUIRED	
USE SIZE	PERMITTED UP TO 2,999 SF (CURRENT AREA =1,870 SF)	
OFF-STREET PARKING	NOT REQUIRED	
OFF-STREET FREIGHT LOADING	NOT REQUIRED	
HISTORIC EVALUATION	B - UNKNOWN	

APPLICABLE CODES

ALL CONSTRUCTION SHALL CONFORM:
 2016 CALIFORNIA RESIDENTIAL CODE
 2016 CALIFORNIA BUILDING CODE
 2016 CALIFORNIA PLUMBING CODE
 2016 CALIFORNIA MECHANICAL CODE
 2016 CALIFORNIA ELECTRICAL CODE
 2016 CALIFORNIA ENERGY CODE
 2016 CALIFORNIA FIRE CODE AND NFPA

DRAWING INDEX

ARCHITECTURAL

- A0.0 SCOPE OF WORK, PROJECT DIRECTORY, VICINITY MAPS, GENERAL NOTES, DRAWING INDEX, PLANNING DATA
- A1.0 SITE PLAN
- A2.0 PROPOSED PLAN, STREET ELEVATION

ARCHITECT

WING LEE ARCHITECTS

WING LEE ARCHITECTS

Wing Lee AIA, LEED AP BD+C
 1403 Hudson Avenue
 San Francisco CA 94124

T 415.297.6493

www.leearchitecture.com

ISSUE RECORD/DATE

PLANNING APPLICATION
 APRIL 19, 2019

**MATHNASIUM
 TENANT IMPROVEMENT**



PROJECT

MATHNASIUM

**2621 OCEAN AVENUE
 SAN FRANCISCO,
 CA 94132
 BLOCK / LOT
 7226 / 019**

DRAWING TITLE

SCOPE OF WORK,
 PROJECT DIRECTORY,
 VICINITY MAPS,
 GENERAL NOTES,
 SHEET INDEX

SHEET

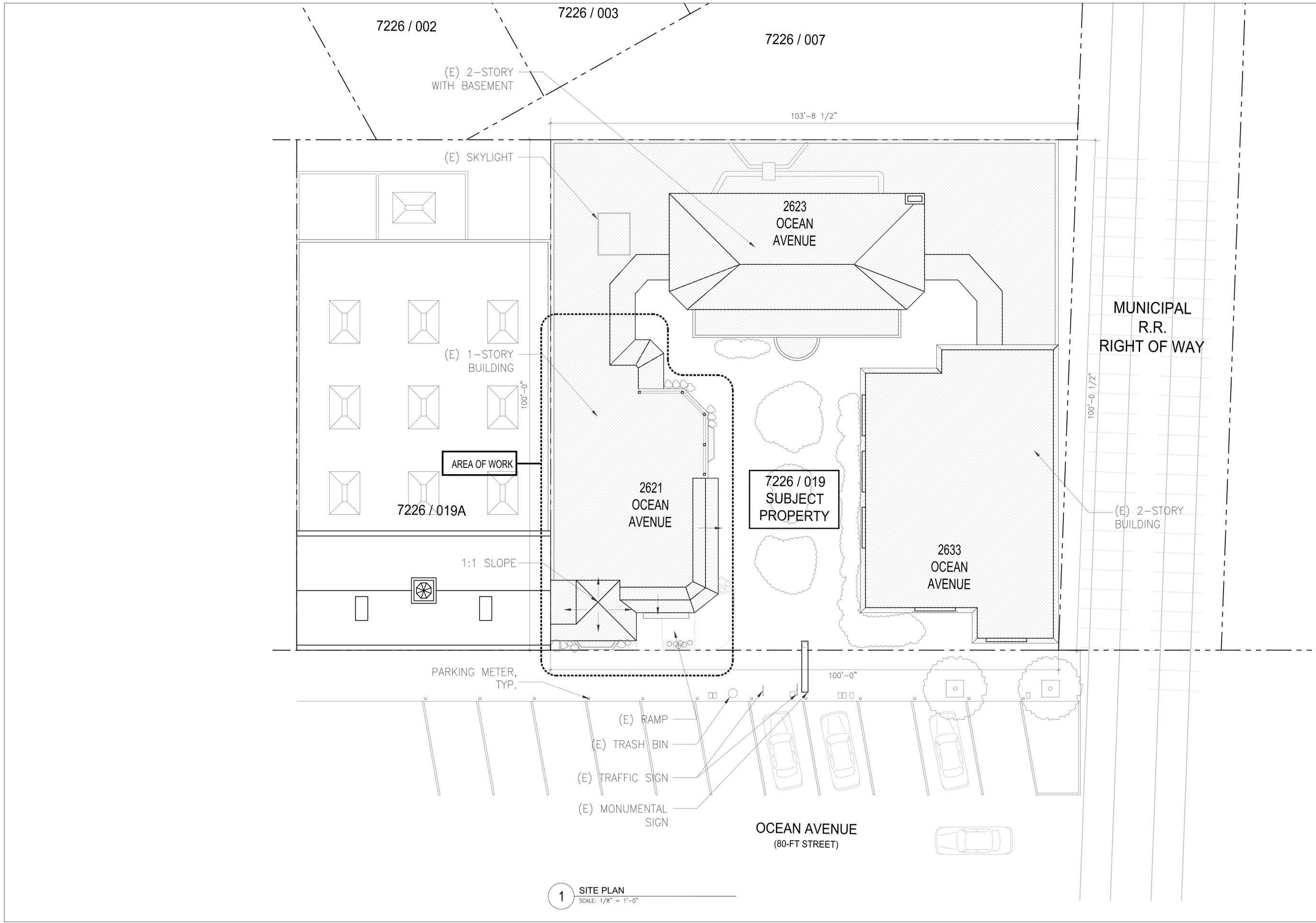
A0.0

**MATHNASIUM
 TENANT IMPROVEMENT**



PROJECT
MATHNASIUM
 2621 OCEAN AVENUE
 SAN FRANCISCO,
 CA 94132
 BLOCK / LOT
 7226 / 019

DRAWING TITLE
SITE PLAN



1 SITE PLAN
 SCALE: 1/8" = 1'-0"

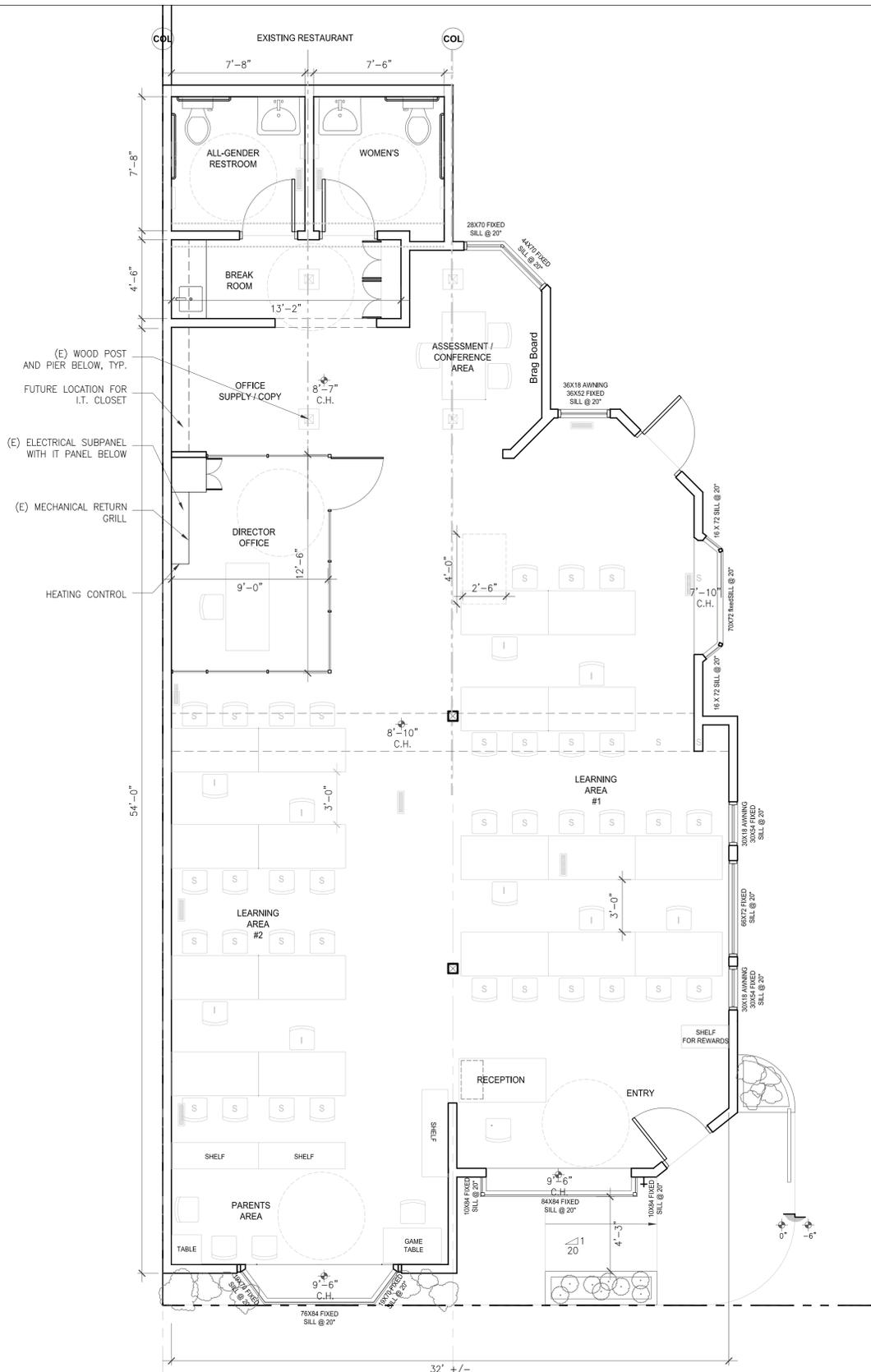


MATHNASIUM
 TENANT IMPROVEMENT

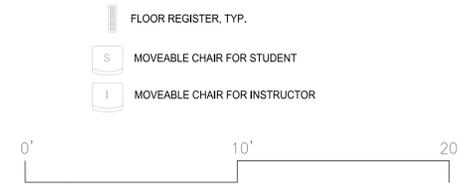


PROJECT
MATHNASIUM
 2621 OCEAN AVENUE
 SAN FRANCISCO,
 CA 94132
 BLOCK / LOT
 7226 / 019

DRAWING TITLE
PROPOSED
 PLAN
 STREET ELEVATION



2 PROPOSED PLAN
 SCALE: 1/4" = 1'-0"



1 PROPOSED STREET ELEVATION
 1/4" = 1'-4"

NO CHANGE TO EXISTING FACADE EXECPT PROPOSED SIGNS WHICH WILL BE FILED SEPARATELY IN ACCORDANCE WITH ARTICLE 6 AND DESIGN GUIDELINES FOR FORMULA RETAIL SIGNAGE

- KEY NOTES**
- [1] EXISTING ANODIZED ALUMINUM DOOR, SIDELITE, AND TRANSOME
 - [2] EXISTING EXTERIOR WALL HUNG LIGHT FIXTURE
 - [3] EXISTING BRICK PLANTER AND LANDING
 - [4] EXISTING METAL RAILING
 - [5] EXISTING VENT COVER
 - [6] EXISTING PAINTED WOOD WINDOW
 - [7] EXISTING STUCCO FINISH
 - [8] EXISTING METAL DOWNSPOUT
 - [9] EXISTING LANDSCAPE
 - [10] EXISTING RAMP 7.5% +/-
 - [11] EXISTING DECAL ADDRESS
 - [12] ADJACENT BUILDING
 - [13] BUILDING WITHIN SAME LOT BEHIND

- [20] PROPOSED ARCYLIC SIGN
- [21] PROPOSED NEON SIGN



SAN FRANCISCO PLANNING DEPARTMENT

CEQA Categorical Exemption Determination

PROPERTY INFORMATION/PROJECT DESCRIPTION

Project Address		Block/Lot(s)
2621 OCEAN AVE		7226019
Case No.		Permit No.
2019-006116PRJ		
<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. Conditional Use Authorization to establish a new after-school learning center dba "Mathnasium". The proposed project would occupy the 1-story, 1,800 square feet storefront currently occupied by Cornerstone Title</p>		

STEP 1: EXEMPTION CLASS

The project has been determined to be categorically exempt under the California Environmental Quality Act (CEQA).	
<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

<input type="checkbox"/>	<p>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)</p>
<input type="checkbox"/>	<p>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?</p> <p><i>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></p>
<input type="checkbox"/>	<p>Transportation: Does the project involve a child care facility or school with 30 or more students, or a location 1,500 sq. ft. or greater? 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?</p>
<input type="checkbox"/>	<p>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? If yes, archeo review is required (refer to EP_ArcMap > CEQA Catex Determination Layers > Archeological Sensitive Area)</p>
<input type="checkbox"/>	<p>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). If yes, Environmental Planning must issue the exemption.</p>
<input type="checkbox"/>	<p>Slope = or > 25%: Does the project involve any of the following: (1) square footage expansion greater than 500 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 and Environmental Planning must issue the exemption.</p>
<input type="checkbox"/>	<p>Seismic: Landslide Zone: Does the project involve any of the following: (1) square footage expansion greater than 500 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 and Environmental Planning must issue the exemption.</p>
<input type="checkbox"/>	<p>Seismic: Liquefaction Zone: Does the project involve any of the following: (1) square footage expansion greater than 500 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 and Environmental Planning must issue the exemption.</p>
<p>Comments and Planner Signature (optional): Jeffrey Horn</p>	

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

PROPERTY IS ONE OF THE FOLLOWING: (refer to <i>Property Information Map</i>)	
<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 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 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 type="checkbox"/>	10. Reclassification of property status. (Requires approval by Senior Preservation Planner/Preservation <input type="checkbox"/> Reclassify to Category A a. Per HRER or PTR dated <input type="checkbox"/> Reclassify to Category C (attach HRER or PTR) b. Other (specify):
Note: If ANY box in STEP 5 above is checked, a Preservation Planner MUST sign below.	
<input 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:	

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

<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: Building Permit	Signature: Jeffrey Horn
	If Discretionary Review before the Planning Commission is requested, the Discretionary Review hearing is the Approval Action for the project.	08/19/2019
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 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)
2621 OCEAN AVE		7226/019
Case No.	Previous Building Permit No.	New Building Permit No.
2019-006116PRJ		
Plans Dated	Previous Approval Action	New Approval Action
	Building Permit	
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. In accordance with Chapter 31, Sec 31.08j of the San Francisco Administrative Code, an appeal of this determination can be filed within 10 days of posting of this determination.	
Planner Name:	Date:



SAN FRANCISCO PLANNING DEPARTMENT

Land Use Information

PROJECT ADDRESS 2621 OCEAN AVENUE
RECORD NO.: 2019-006116CUA

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)			
Parking GSF			
Residential GSF			
Retail/Commercial GSF	1870		1870
Office GSF			
Industrial/PDR GSF <small>Production, Distribution, & Repair</small>			
Medical GSF			
Visitor GSF			
CIE GSF			
Usable Open Space			
Public Open Space			
Other ()			
TOTAL GSF	1870		1870
	EXISTING	NET NEW	TOTALS
PROJECT FEATURES (Units or Amounts)			
Dwelling Units - Affordable			
Dwelling Units - Market Rate			
Dwelling Units - Total			
Hotel Rooms			
Number of Buildings			
Number of Stories			
Parking Spaces			
Loading Spaces			
Bicycle Spaces			
Car Share Spaces			
Other ()			

	EXISTING	PROPOSED	NET NEW
LAND USE - RESIDENTIAL			
Studio Units			
One Bedroom Units			
Two Bedroom Units			
Three Bedroom (or +) Units			
Group Housing - Rooms			
Group Housing - Beds			
SRO Units			
Micro Units			
Accessory Dwelling Units			

Parcel Map

7226

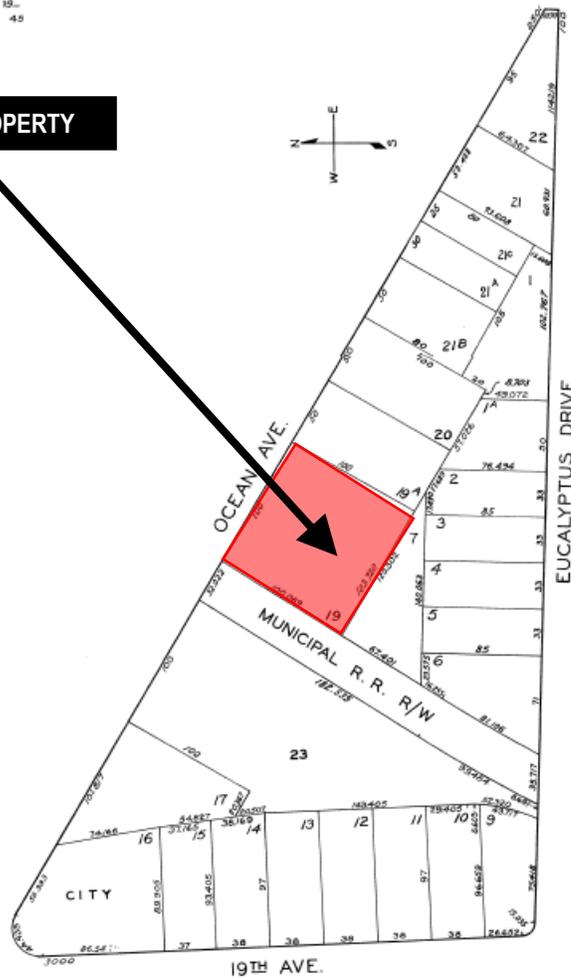
LAKESHORE SUB NO 1 & 2

Revised 54

© COPYRIGHT SAN FRANCISCO
CITY & COUNTY ASSESSOR 1995

LOTS MERGED
1st into Lot 19
1st ST. 45

SUBJECT PROPERTY



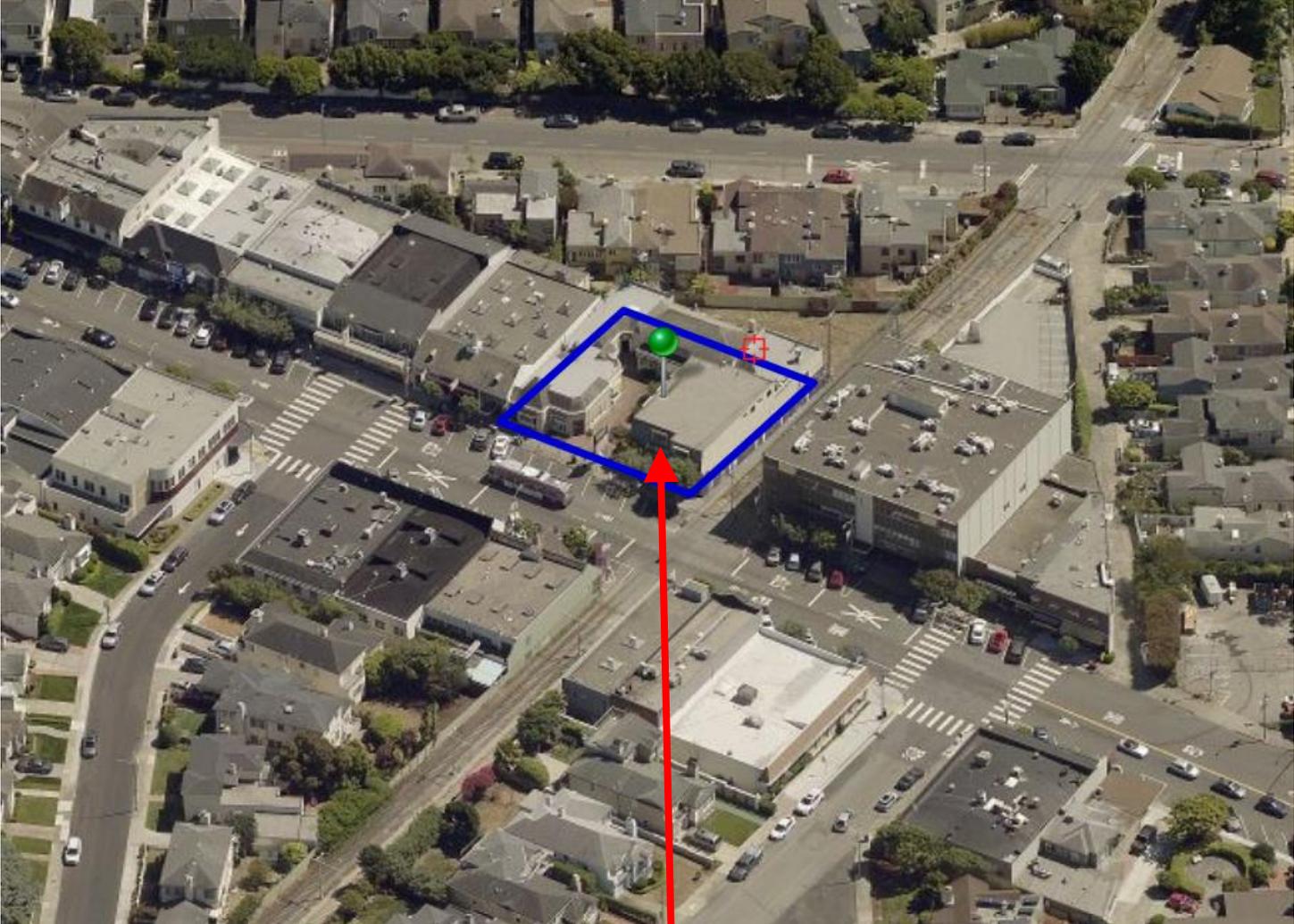
Sanborn Map*



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



Aerial Photo – View 1

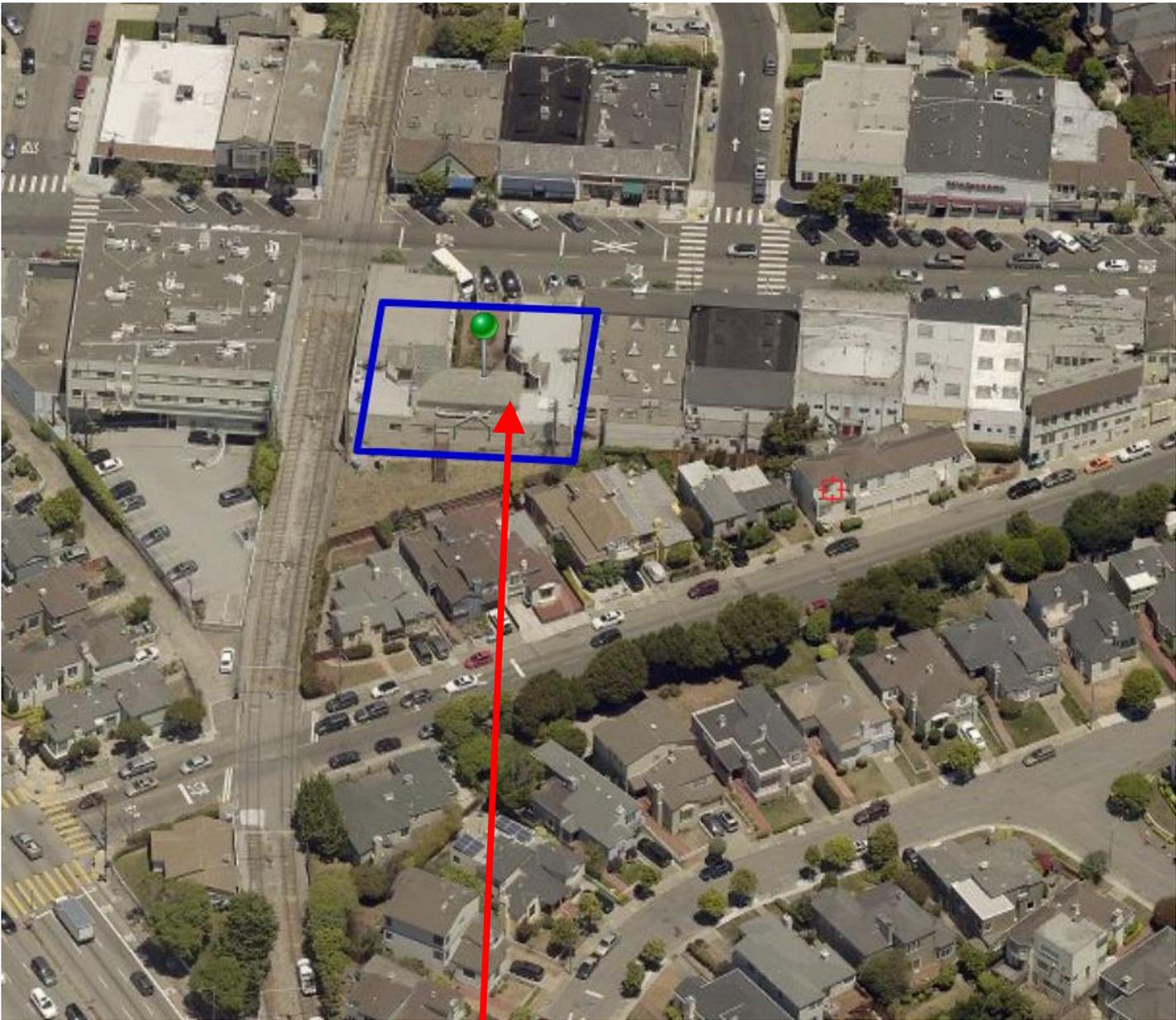


SUBJECT PROPERTY



Conditional Use Authorization Hearing
Case Number 2019-006116CUA
Formula Retail Use
2621 Ocean Avenue

Aerial Photo – View 2

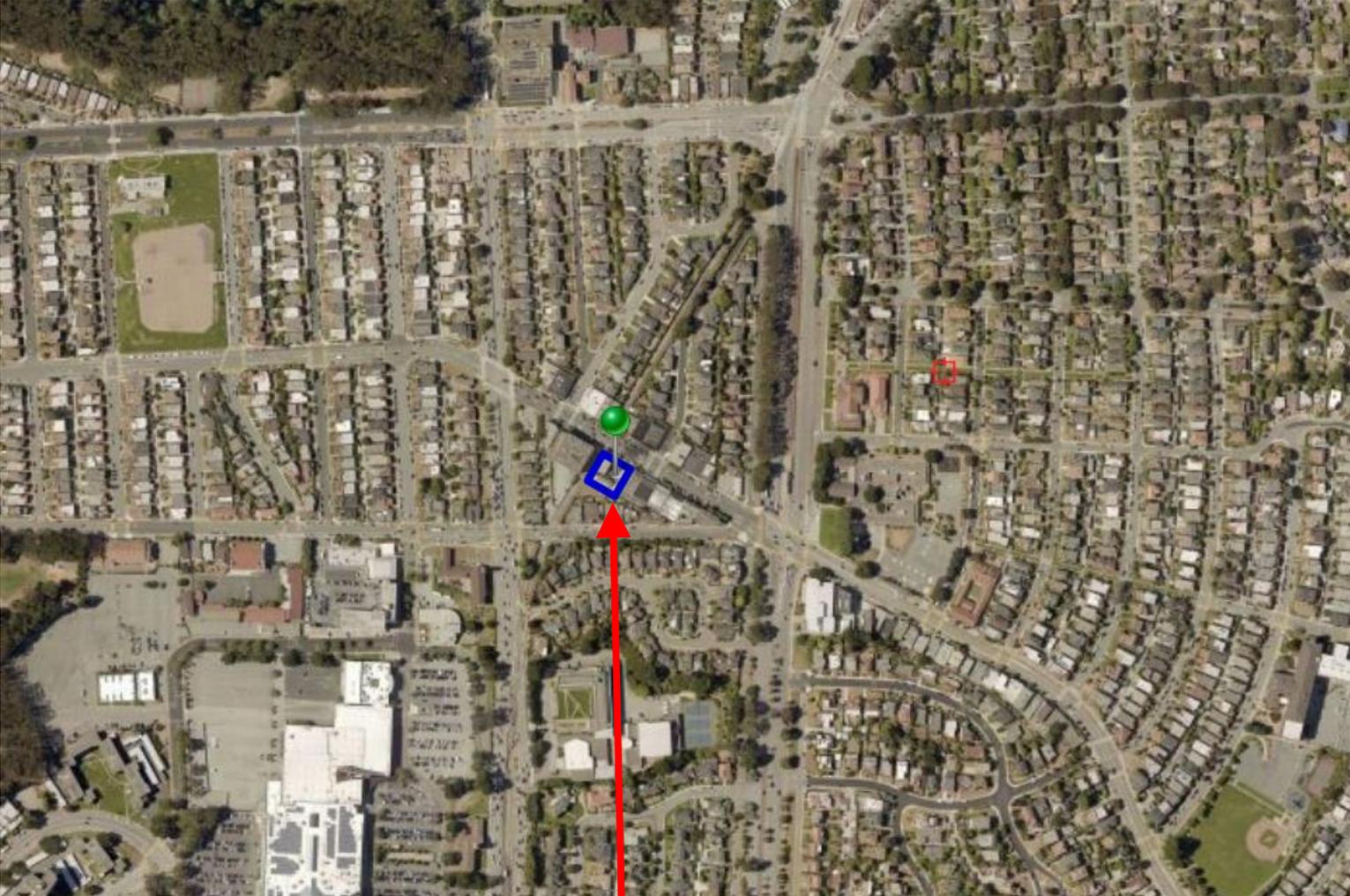


SUBJECT PROPERTY



Conditional Use Authorization Hearing
Case Number 2019-006116CUA
Formula Retail Use
2621 Ocean Avenue

Aerial Photo – View 3

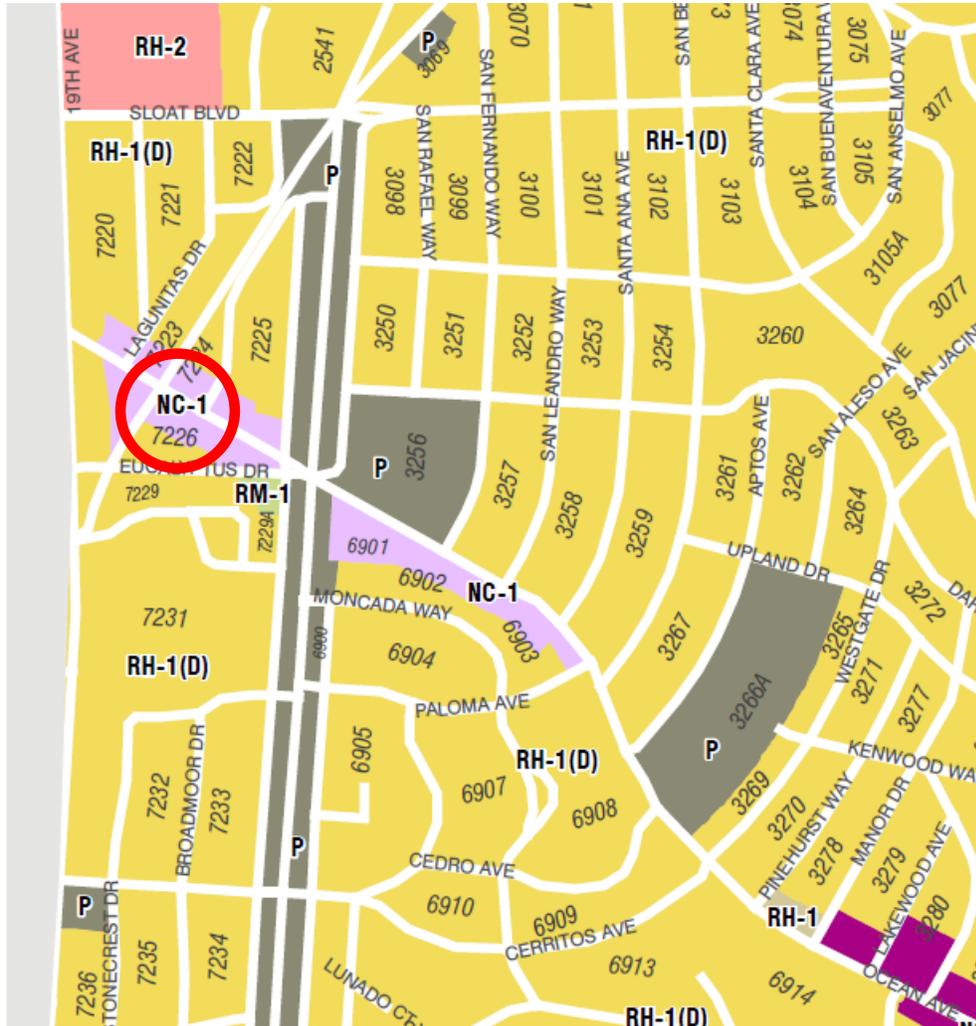


SUBJECT PROPERTY



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Zoning Map



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Site Photo



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