SAN FRANCISCO
PLANNING DEPARTMENT

Discretionary Review
Abbreviated Analysis
HEARING DATE: JUNE 25, 2015

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

Reception:
415.558.6378

Fax:
415.558.6409

Planning
Information:
415.558.6377

Date:	June 18, 2015
Case No.:	**2014-003161DRP**
Project Address:	**2331 19TH STREET**
Permit Application:	2014.05.22.6466
Zoning:	RH-2 (Residential House, Two-Family) Zoning District 40-X Height and Bulk District
Block/Lot:	4076/017
Project Sponsor:	Karin Payson 17 Jack Kerouac Alley San Francisco, CA 94133
Staff Contact:	Richard Sucre – (415) 575-9108 Richard.Sucre@sfgov.org
Recommendation:	**Do Not Take DR & Approve the Project As Proposed.**

PROJECT DESCRIPTION

The proposal includes construction of a one-story vertical addition and a first floor roof deck to a single-family residence. The new vertical addition features a gable roof and wood siding to match the existing building. The new addition would be setback approximately 15-ft from the front building wall, would extend approximately 31-ft 6-in, and would increase the overall square footage from 1,659 square feet to 2,184 square feet.

SITE DESCRIPTION AND PRESENT USE

2331 19th Street is a two-and-one-half-story, single-family residence located on a rectangular lot (measuring 25-ft x 100-ft) on the south side of 19th Street between the 101 Freeway and San Bruno Avenue. Constructed in 1907, the existing single-family residence features asbestos tile siding, wood-sash windows, a gable roof, and is set back from the street edge on top of a steeply graded lot. Currently, the subject property has one off-street parking space.

SURROUNDING PROPERTIES AND NEIGHBORHOOD

The surrounding neighborhood is primarily residential in context. Along 19th Street, most of the surrounding properties are two- to four-story single-family and multi-family residences. Similarly, the surrounding blocks consists of residential properties, which range in height from two to four-stories. To the west of the subject lot, the property at 2347-2349 19th Street is a two-story, two-unit residence. To the east of the subject lot, the property at 2311 19th Street is a three-story single-family residence. The surrounding area is located within the RH-2 (Two-Family) Zoning District.

BUILDING PERMIT APPLICATION NOTIFICATION

TYPE	REQUIRED PERIOD	NOTIFICATION DATES	DR FILE DATE	DR HEARING DATE	FILING TO HEARING TIME
311 Notice	30 days	January 29, 2015 – February 28, 2015	March 24, 2015	June 25, 2015	92 days

HEARING NOTIFICATION

TYPE	REQUIRED PERIOD	REQUIRED NOTICE DATE	ACTUAL NOTICE DATE	ACTUAL PERIOD
Posted Notice	10 days	June 15, 2015	June 15, 2015	10 days
Mailed Notice	10 days	June 15, 2015	June 15, 2015	10 days

PUBLIC COMMENT

	SUPPORT	OPPOSED	NO POSITION
Adjacent Neighbor(s)	-	1	-
Other Neighbors on the block or directly across the street	-	-	-
Neighborhood Groups	-	-	-

Since the Discretionary Review request was filed, the Department has not received any public correspondence about the proposed project.

DR REQUESTOR

Nicholas Hodulik and Jonathan Taylor, 2311 19th Street, neighbor to the west.

DR REQUESTOR'S CONCERNS AND PROPOSED ALTERNATIVES

Please refer to the *Discretionary Review Application* and DR Requestor submittal, dated February 27, 2015.

PROJECT SPONSOR'S RESPONSE

Please refer to the *Response to Discretionary Review*, dated May 29, 2015.

ENVIRONMENTAL REVIEW

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

RESIDENTIAL DESIGN TEAM REVIEW

The Residential Design Team (RDT) found that the proposed project meets the standards of the Residential Design Guidelines (RDG) and does not represent any exceptional or extraordinary circumstances for the following reasons:

- The proposed project as revised is consistent with the development character of the neighborhood. The new vertical addition is setback from the front and along the side property lines. The new addition also has a gable roof form to lessen any potential light and air impacts to the adjacent neighbors.

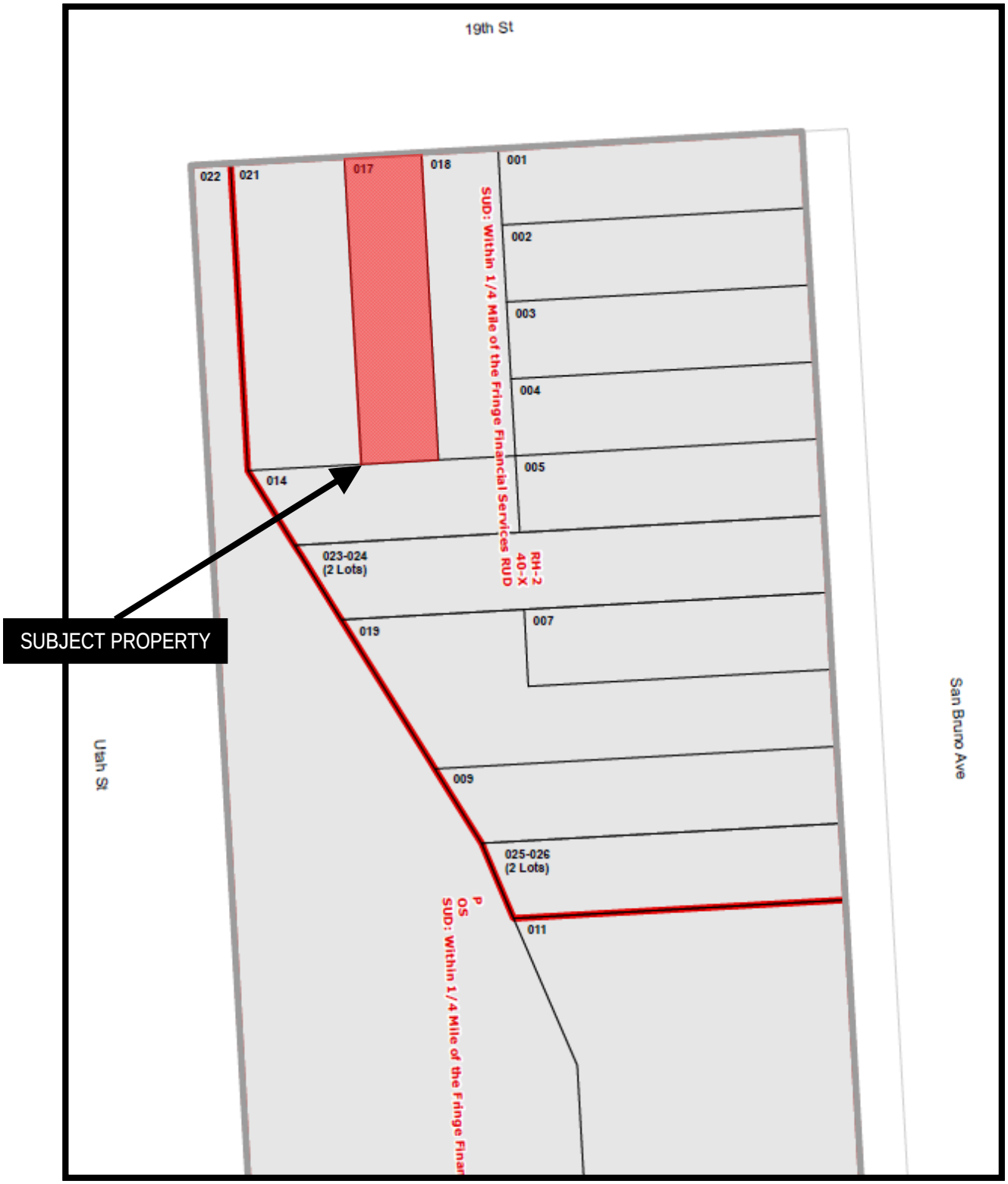
Under the Commission's pending DR Reform Legislation, this project would not be referred to the Commission, as this project does not contain or create any exceptional or extraordinary circumstances.

RECOMMENDATION:	**Do Not Take DR and Approve the Project As Proposed.**

Attachments:
Block Book Map
Sanborn Map
Zoning Map
Aerial Photographs
Site Photos
Section 311 Notice & Plans
DR Application
Response to DR Application
Categorical Exemption

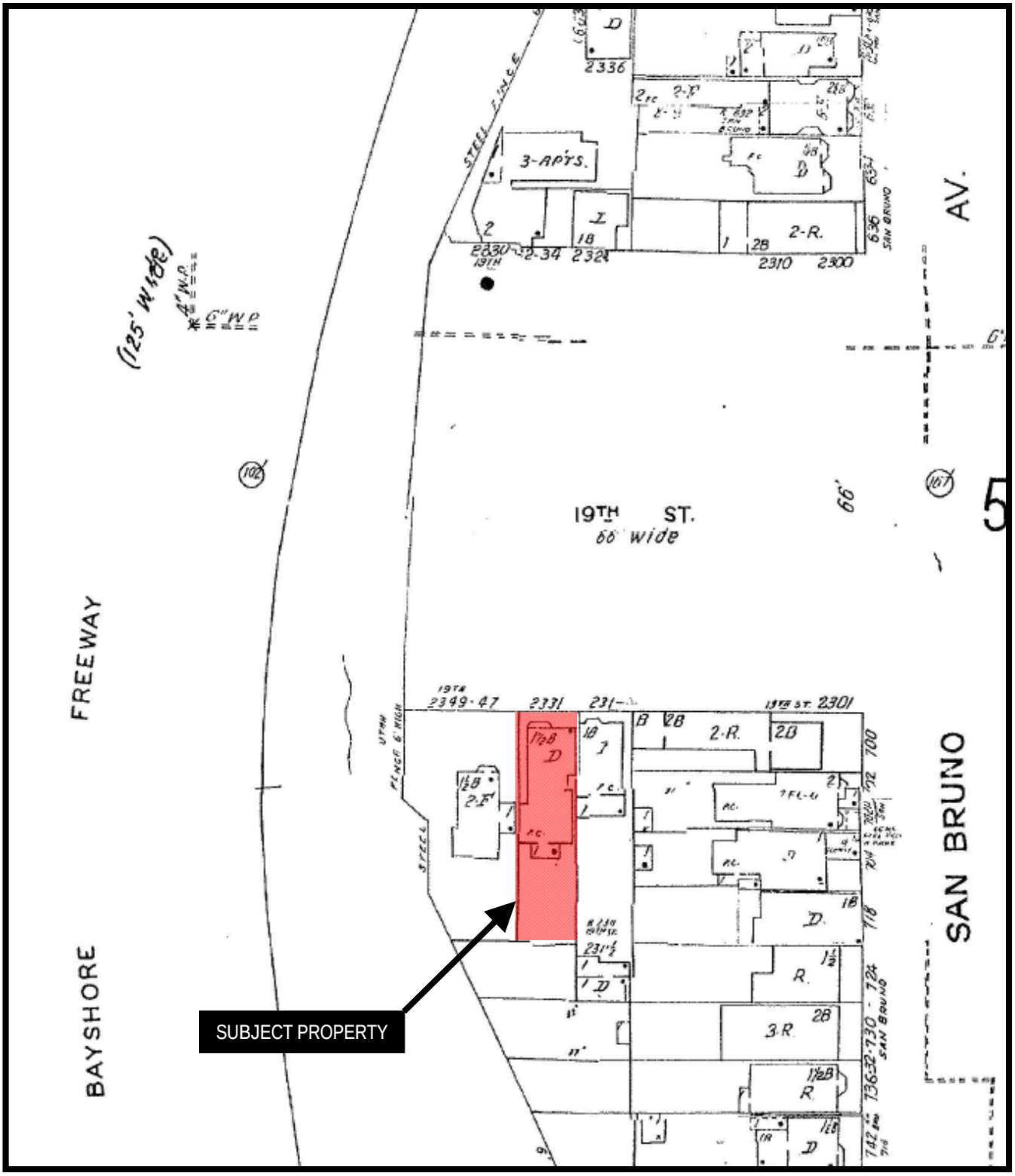
RS: G:\Documents\DR\2014-003161DRP 2331 19th St\DR_2331 19th St .docx

Parcel Map



Discretionary Review Hearing
Case Number 2014-003161DRP
2331 19th Street

Sanborn Map*

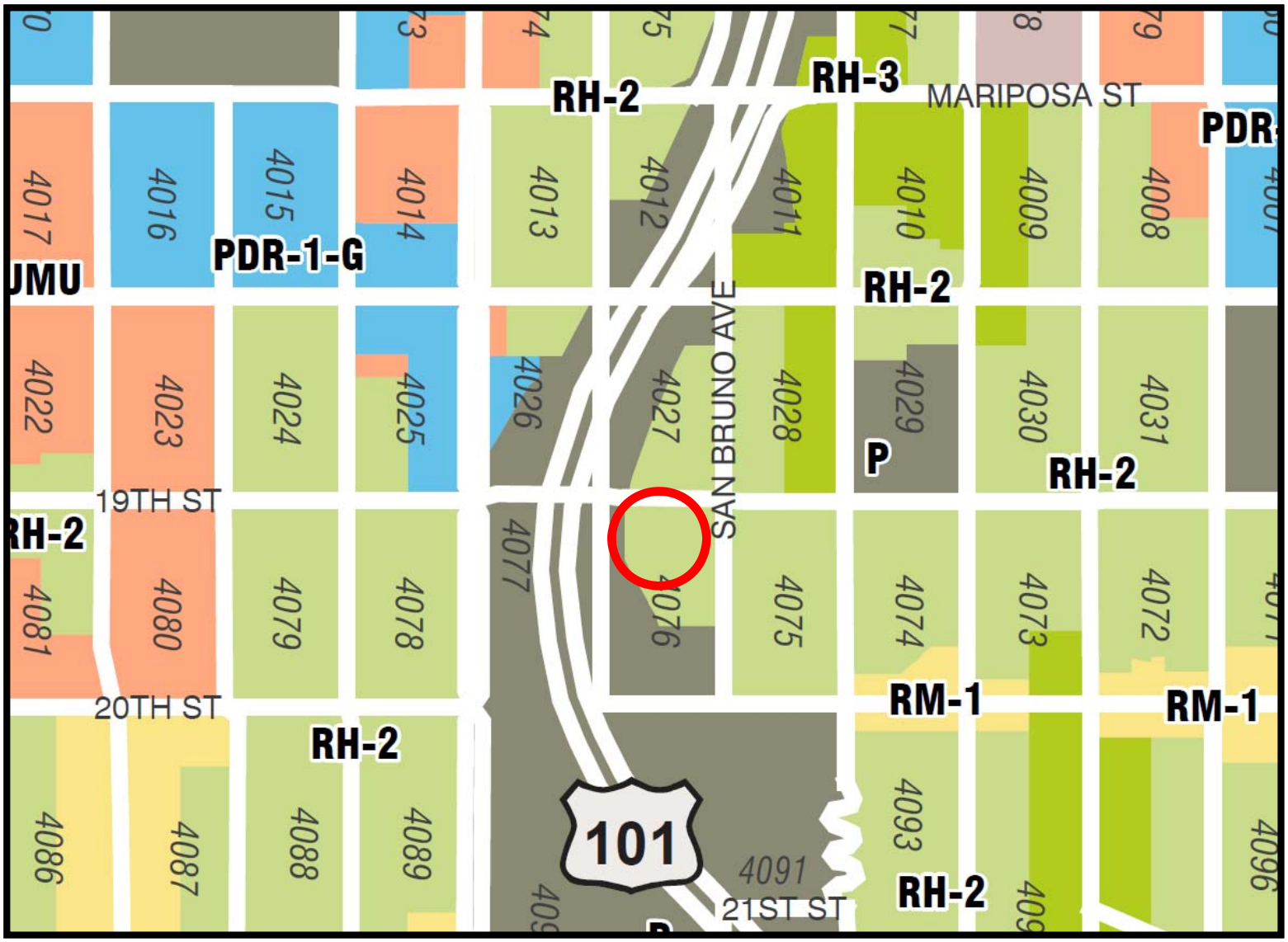


The Sanborn Maps in San Francisco have not been updated since 1998, and this map may not accurately reflect existing conditions.

Discretionary Review Hearing
Case Number 2014-003161DRP
2331 19th Street

SAN FRANCISCO
PLANNING DEPARTMENT

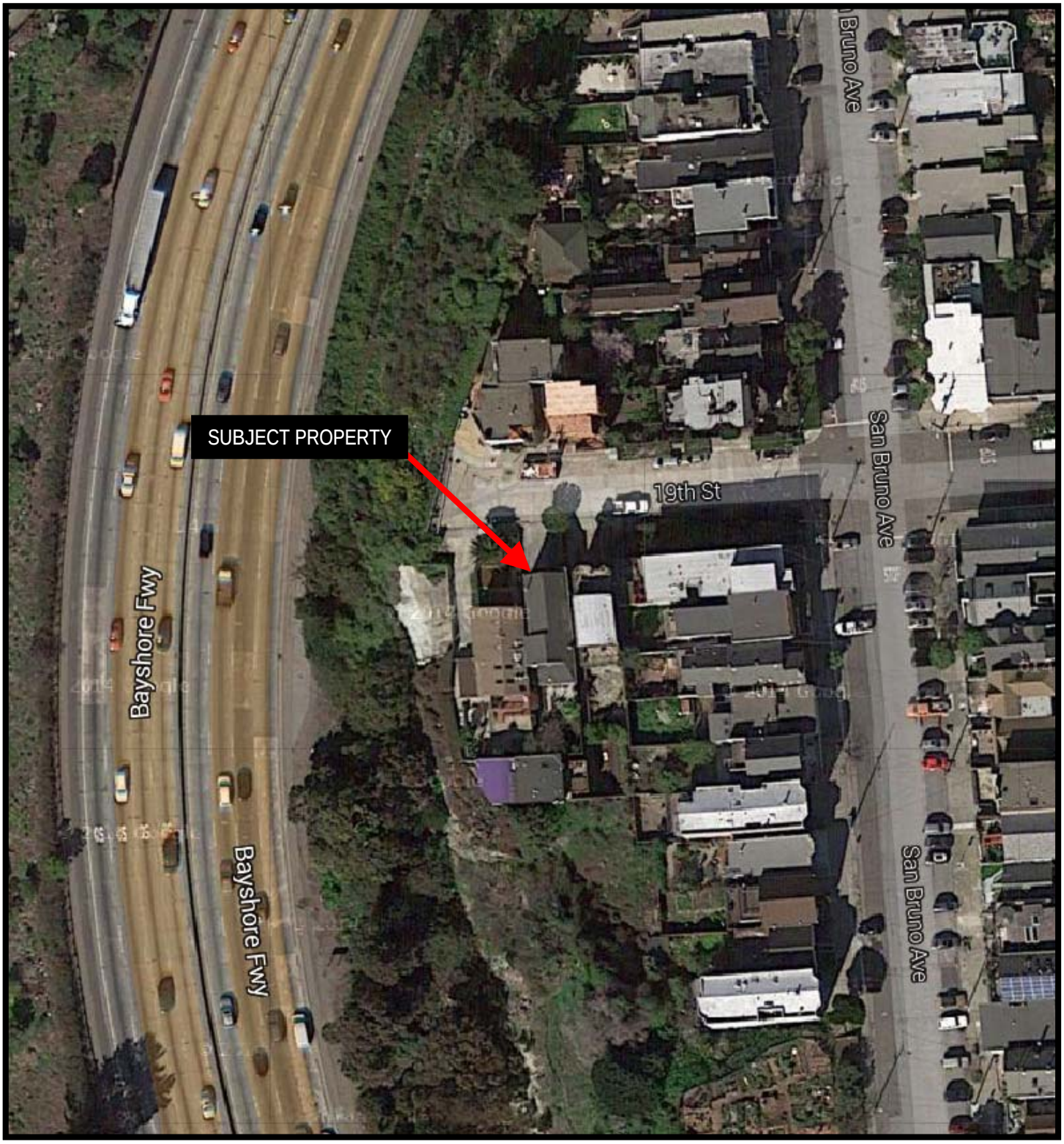
Zoning Map



Discretionary Review Hearing
Case Number 2014-003161DRP
2331 19th Street

SAN FRANCISCO
PLANNING DEPARTMENT

Aerial Photo



Discretionary Review Hearing
Case Number 2014-003161DRP
2331 19th Street

SAN FRANCISCO
PLANNING DEPARTMENT

Site Photo

2331 19th Street (Source: Google Maps)

SAN FRANCISCO
PLANNING DEPARTMENT
1650 Mission Street Suite 400 San Francisco, CA 94103

NOTICE OF BUILDING PERMIT APPLICATION (SECTION 311)

On **May 22, 2014**, the Applicant named below filed Building Permit Application No. **2014.05.22.6466** with the City and County of San Francisco.

PROPERTY INFORMATION		APPLICANT INFORMATION	
Project Address:	**2331 19th Street**	Applicant:	**Maria Clara Sanchez**
Cross Street(s):	**San Bruno Avenue**	Address:	**17 Jack Kerouac Alley**
Block/Lot No.:	**4076/017**	City, State:	**San Francisco, CA 94133**
Zoning District(s):	**RH-2 / 40-X**	Telephone:	**(415) 277-9500**

You are receiving this notice as a property owner or resident within 150 feet of the proposed project. You are not required to take any action. For more information about the proposed project, or to express concerns about the project, please contact the Applicant listed above or the Planner named below as soon as possible. If you believe that there are exceptional or extraordinary circumstances associated with the project, you may request the Planning Commission to use its discretionary powers to review this application at a public hearing. Applications requesting a Discretionary Review hearing must be filed during the 30-day review period, prior to the close of business on the Expiration Date shown below, or the next business day if that date is on a week-end or a legal holiday. If no Requests for Discretionary Review are filed, this project will be approved by the Planning Department after the Expiration Date.

Members of the public are not required to provide personal identifying information when they communicate with the Commission or the Department. All written or oral communications, including submitted personal contact information, may be made available to the public for inspection and copying upon request and may appear on the Department's website or in other public documents.

PROJECT SCOPE		
☐ Demolition	☐ New Construction	■ Alteration
☐ Change of Use	☐ Façade Alteration(s)	☐ Front Addition
☐ Rear Addition	☐ Side Addition	■ Vertical Addition

PROJECT FEATURES	EXISTING	PROPOSED
Building Use	Single-Family Dwelling	Single-Family Dwelling
Front Setback	6-ft	No Change
Side Setback	None	No Change
Building Depth	37-ft 6-in	No Change
Rear Yard (To Rear Wall)	None	No Change
Building Height	22-ft 1-in	28-ft 10-in
Number of Stories	2	3
Number of Dwelling Units	1	No Change
Number of Parking Spaces	1	No Change

PROJECT DESCRIPTION

The proposal includes construction of a one-story vertical addition and a first floor roof deck. The new vertical addition features a gable roof and wood siding to match the existing building. The new addition would be setback approximately 15-ft from the front building wall and extends approximately 31-ft 6-in.

The issuance of the building permit by the Department of Building Inspection or the Planning Commission project approval at a discretionary review hearing would constitute as the Approval Action for the project for the purposes of CEQA, pursuant to Section 31.04(h) of the San Francisco Administrative Code.

For more information, please contact Planning Department staff:

Planner: Rich Sucre
Telephone: (415) 575-9108
E-mail: richard.sucre@sfgov.org

Notice Date: 1/29/15
Expiration Date: 2/28/15

中文詢問請電: **(415) 575-9010**

Para información en Español llamar al: **(415) 575-9010**

GENERAL INFORMATION ABOUT PROCEDURES

Reduced copies of the proposed project plans have been included in this mailing for your information. If you have questions about the plans, please contact the project Applicant listed on the front of this notice. You may wish to discuss the plans with your neighbors or neighborhood association, as they may already be aware of the project. If you have general questions about the Planning Department's review process, please contact the Planning Information Center at 1660 Mission Street, 1st Floor (415/ 558-6377) between 8:00am - 5:00pm Monday-Friday. If you have specific questions about the proposed project, you should contact the planner listed on the front of this notice.

If you believe that the impact on you from the proposed project is significant and you wish to seek to change the project, there are several procedures you may use. **We strongly urge that steps 1 and 2 be taken.**

1. Request a meeting with the project Applicant to get more information and to explain the project's impact on you.
2. Contact the nonprofit organization Community Boards at (415) 920-3820, or online at www.communityboards.org for a facilitated discussion in a safe and collaborative environment. Community Boards acts as a neutral third party and has, on many occasions, helped reach mutually agreeable solutions.
3. Where you have attempted, through the use of the above steps or other means, to address potential problems without success, please contact the planner listed on the front of this notice to discuss your concerns.

If, after exhausting the procedures outlined above, you still believe that exceptional and extraordinary circumstances exist, you have the option to request that the Planning Commission exercise its discretionary powers to review the project. These powers are reserved for use in exceptional and extraordinary circumstances for projects which generally conflict with the City's General Plan and the Priority Policies of the Planning Code; therefore the Commission exercises its discretion with utmost restraint. This procedure is called Discretionary Review. If you believe the project warrants Discretionary Review by the Planning Commission, **you must file a Discretionary Review application prior to the Expiration Date shown on the front of this notice.** Discretionary Review applications are available at the Planning Information Center (PIC), 1660 Mission Street, 1st Floor, or online at www.sfplanning.org). You must submit the application in person at the Planning Information Center (PIC) between 8:00am - 5:00pm Monday-Friday, with all required materials and a check payable to the Planning Department. To determine the fee for a Discretionary Review, please refer to the Planning Department Fee Schedule available at www.sfplanning.org. If the project includes multiple building permits, i.e. demolition and new construction, a **separate request for Discretionary Review must be submitted, with all required materials and fee, for each permit that you feel will have an impact on you. Incomplete applications will not be accepted.**

If no Discretionary Review Applications have been filed within the Notification Period, the Planning Department will approve the application and forward it to the Department of Building Inspection for its review.

BOARD OF APPEALS

An appeal of the Planning Commission's decision on a Discretionary Review case may be made to the **Board of Appeals within 15 calendar days after the building permit is issued** (or denied) by the Department of Building Inspection. Appeals must be submitted in person at the Board's office at 1650 Mission Street, 3rd Floor, Room 304. For further information about appeals to the Board of Appeals, including current fees, contact the Board of Appeals at (415) 575-6880.

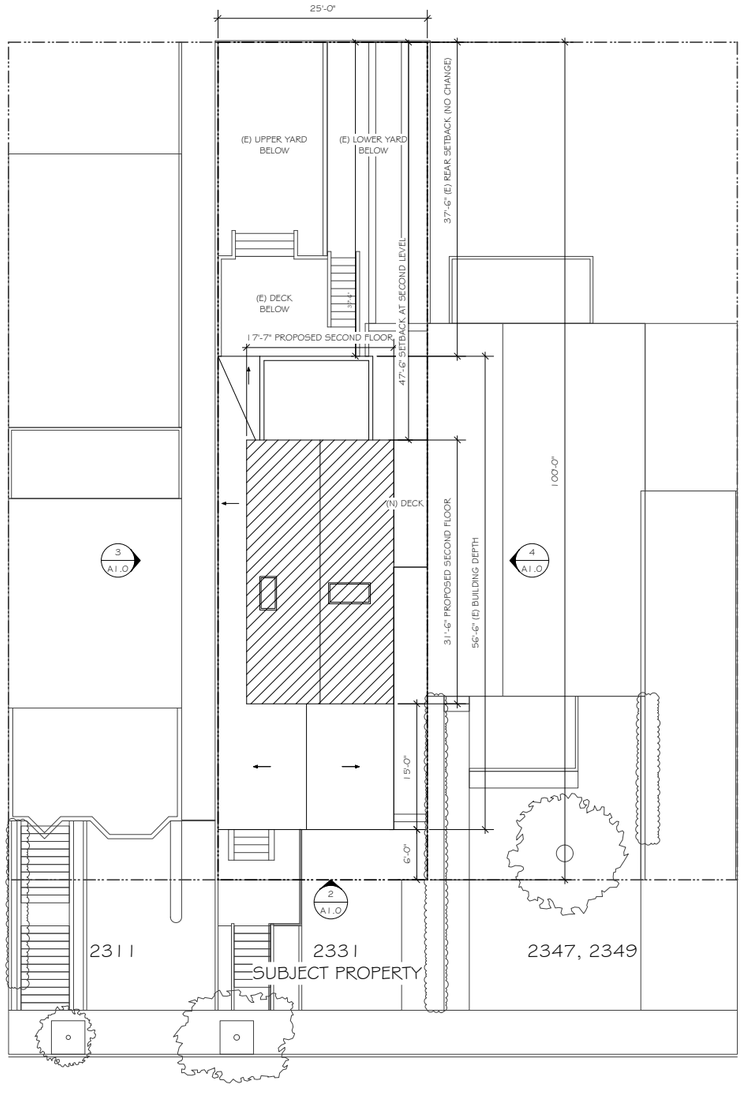
ENVIRONMENTAL REVIEW

This project has undergone preliminary review pursuant to California Environmental Quality Act (CEQA). If, as part of this process, the Department's Environmental Review Officer has deemed this project to be exempt from further environmental review, an exemption determination has been prepared and can be obtained through the Exemption Map, on-line, at www.sfplanning.org. An appeal of the decision **to exempt the proposed project from CEQA may be made to the Board of Supervisors within 30 calendar days** after the project approval action identified on the determination. The procedures for filing an appeal of an exemption determination are available from the Clerk of the Board at City Hall, Room 244, or by calling (415) 554-5184.

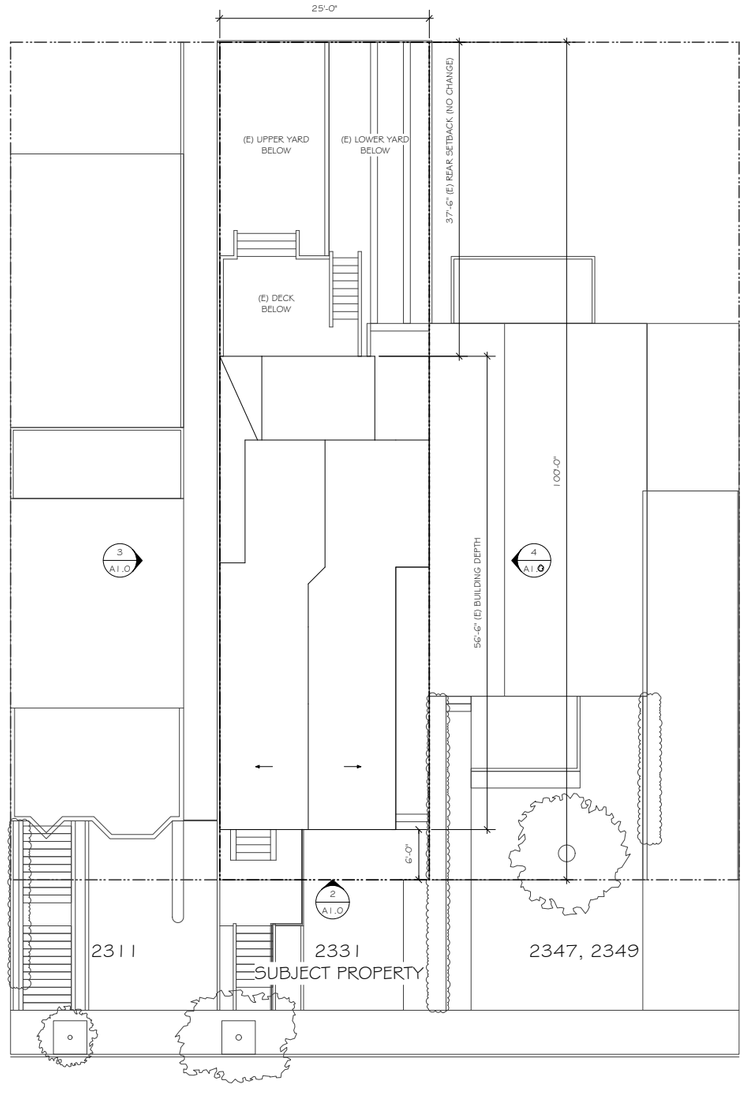
Under CEQA, in a later court challenge, a litigant may be limited to raising only those issues previously raised at a hearing on the project or in written correspondence delivered to the Board of Supervisors, Planning Commission, Planning Department or other City board, commission or department at, or prior to, such hearing, or as part of the appeal hearing process on the CEQA decision.

KEY:

PROPOSED VERTICAL ADDITION OVER EXISITNG FOOTPRINT



2 SITE PLAN - PROPOSED
Scale: 1/8" = 1'-0"



1 SITE PLAN - EXISTING
Scale: 1/8" = 1'-0"

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San Francisco
CA 94133
tel: 415.277.9500
fax: 415.277.9505
www.kpad.com

2331 19TH STREET
SHUNGLU ADDITION
SAN FRANCISCO, CA. 94107

Drawing Title
EXISTING AND PROPOSED SITE PLAN

PLANNING SET

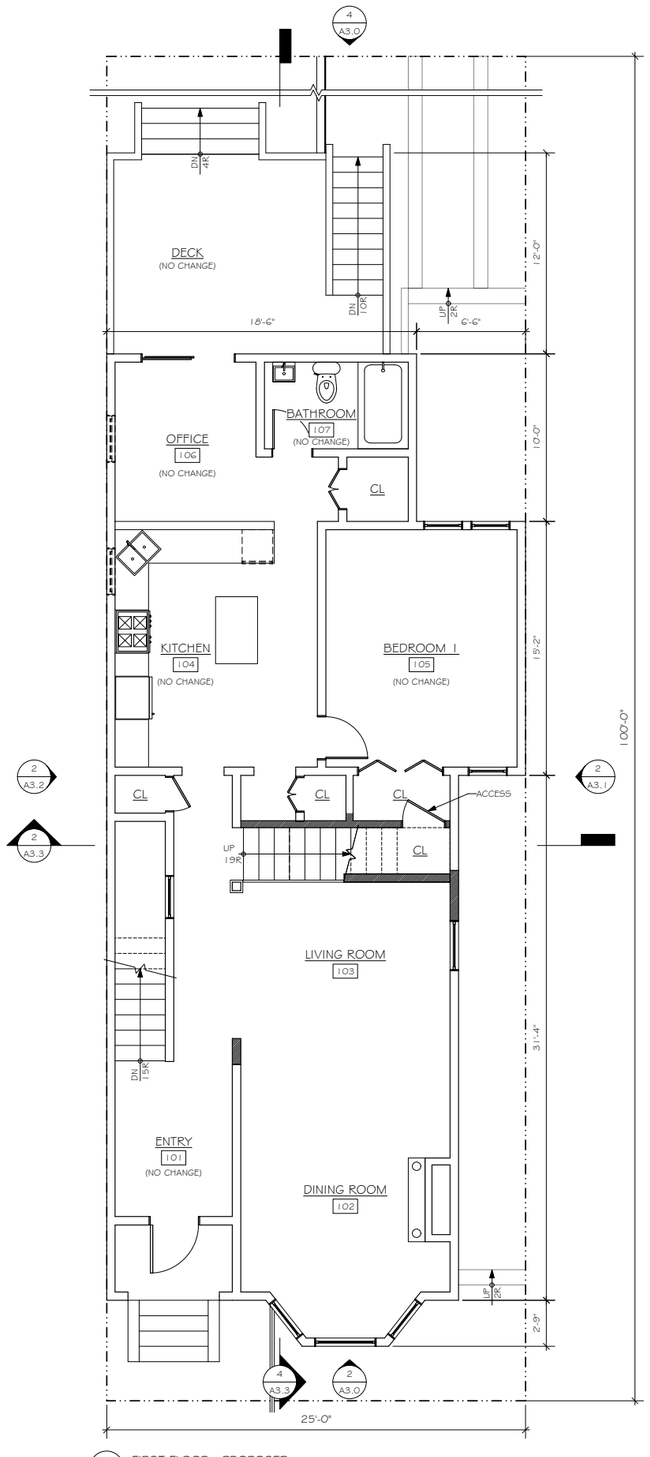
By MCS/MG

Date 05.21.2014

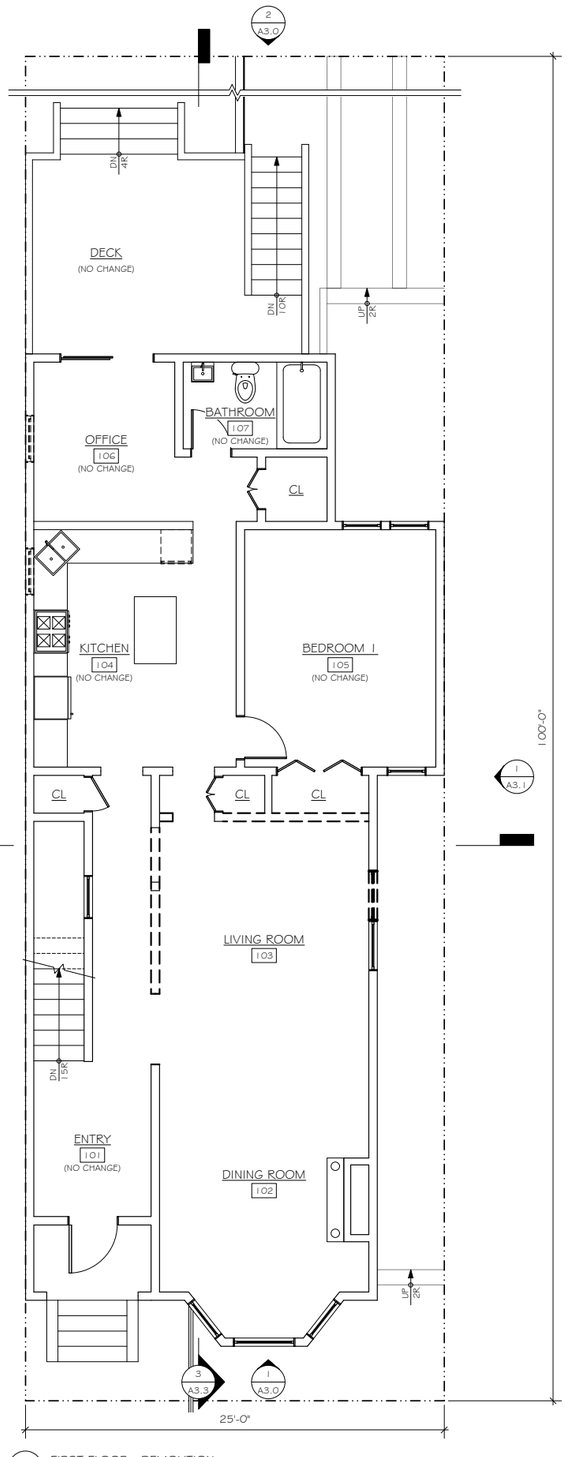
Scale 1/8" = 1'

Drawing No.
A1.0

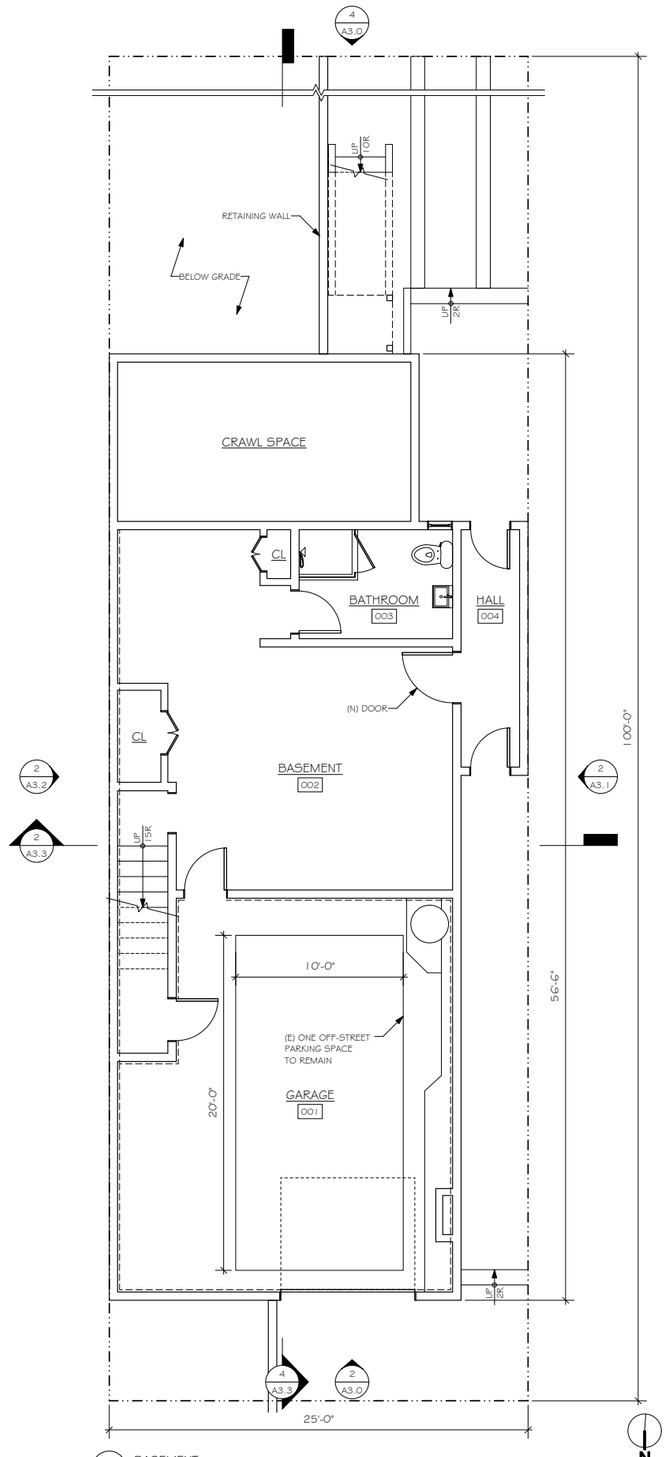
Project No. 1404



3 FIRST FLOOR - PROPOSED
Scale: 1/4" = 1'-0"



2 FIRST FLOOR - DEMOLITION
Scale: 1/4" = 1'-0"



1 BASEMENT
Scale: 1/4" = 1'-0"

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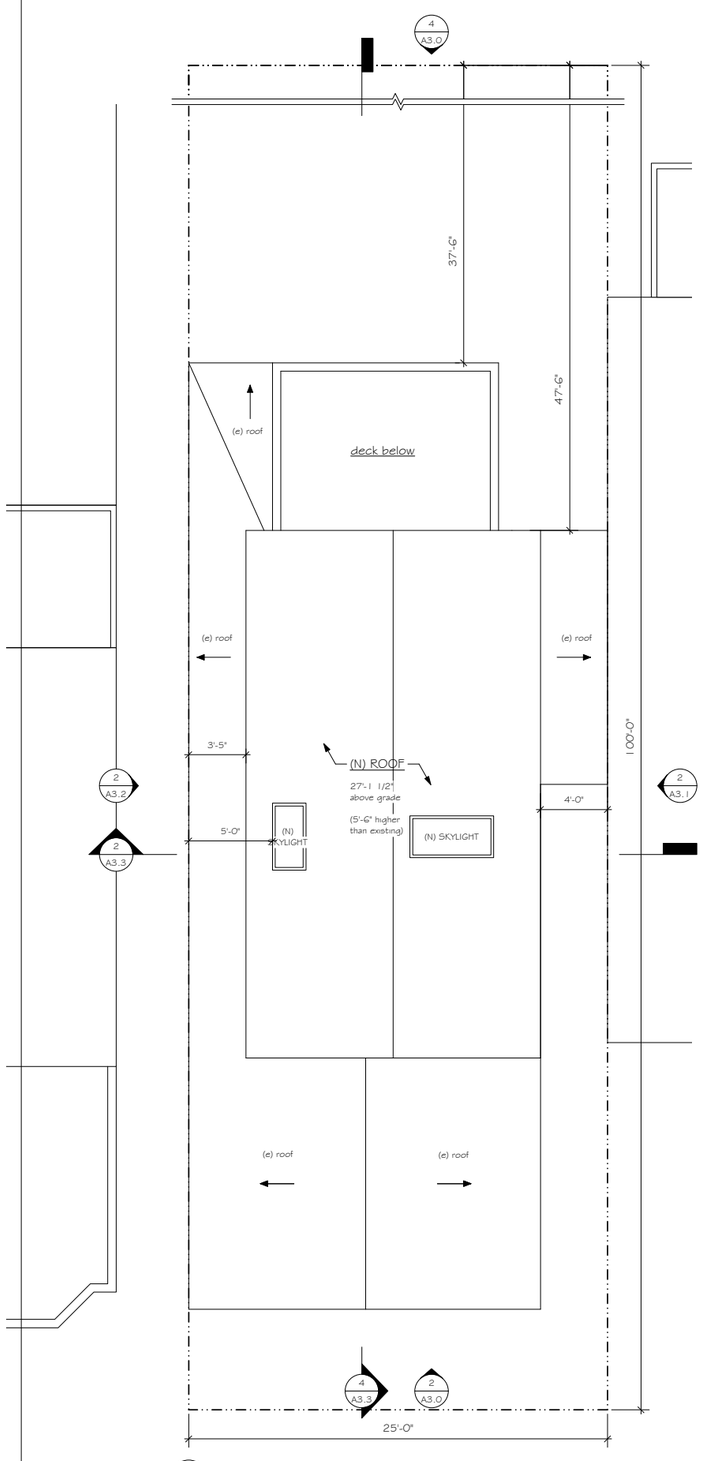
2331 19TH STREET
SHUNGLU ADDITION
SAN FRANCISCO, CA. 94107

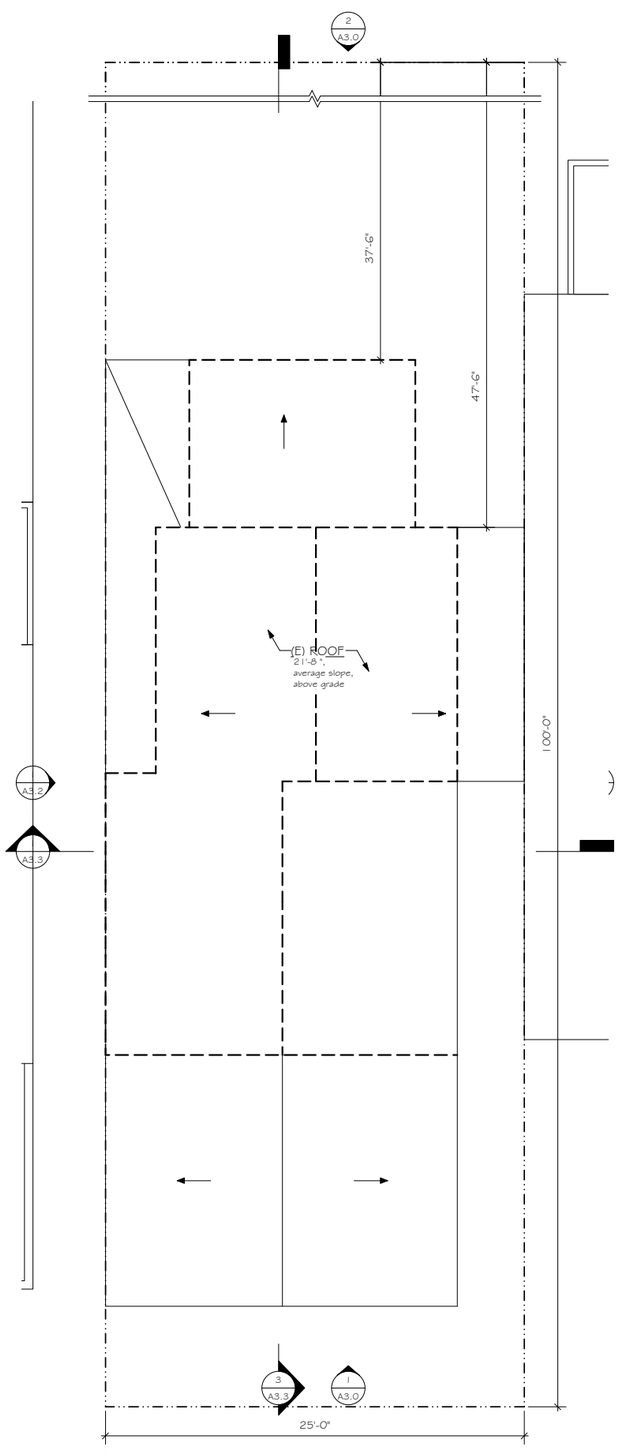
Drawing Title
LOWER LEVEL AND FIRST FLOOR PLANS

PLANNING SET

By	MCS/MG
Date	05.21.2014
Scale	1/4" = 1'
Drawing No.	A2.0
Project No.	1404



3 ROOF - PROPOSED
Scale: 1/4" = 1'-0"



2 ROOF - DEMOLITION
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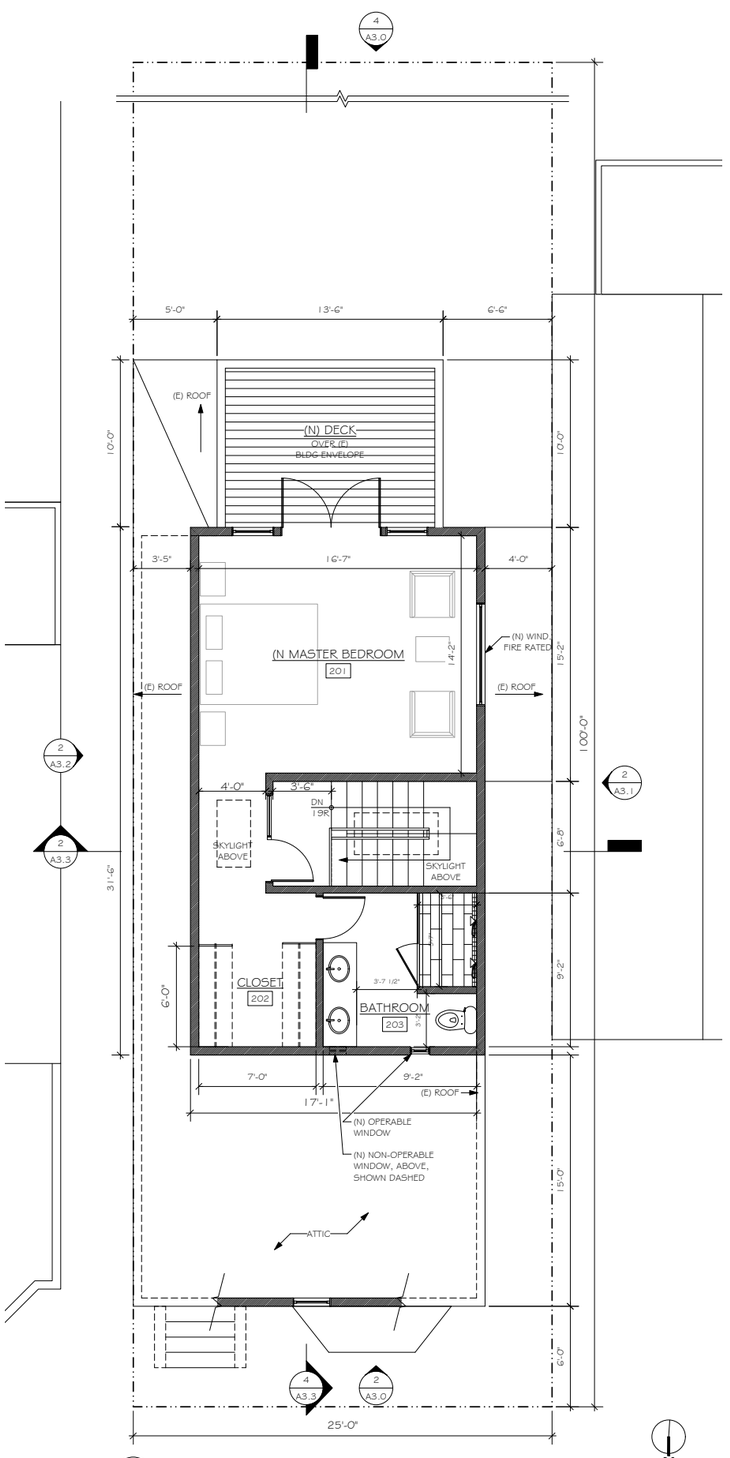

1 SECOND FLOOR - PROPOSED
Scale: 1/4" = 1'-0"

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SHUNGLU ADDITION
SAN FRANCISCO, CA. 94107

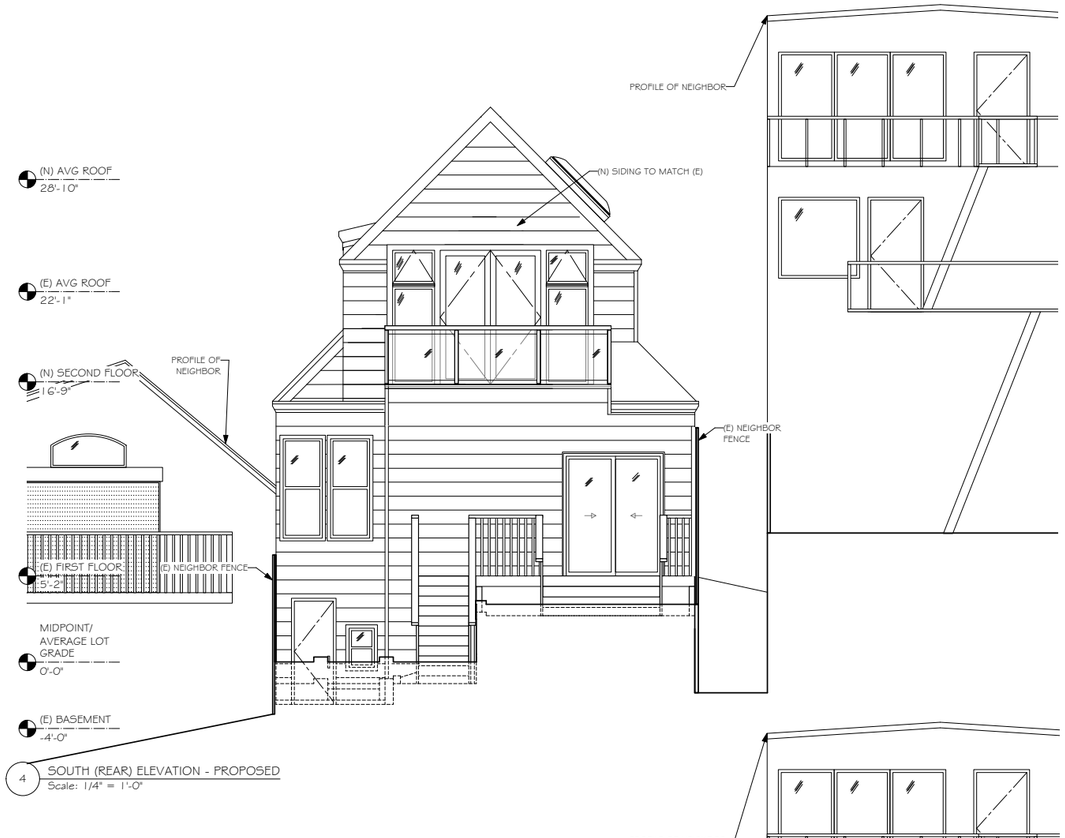
Drawing Title
SECOND FLOOR AND ROOF PLANS

PLANNING SET

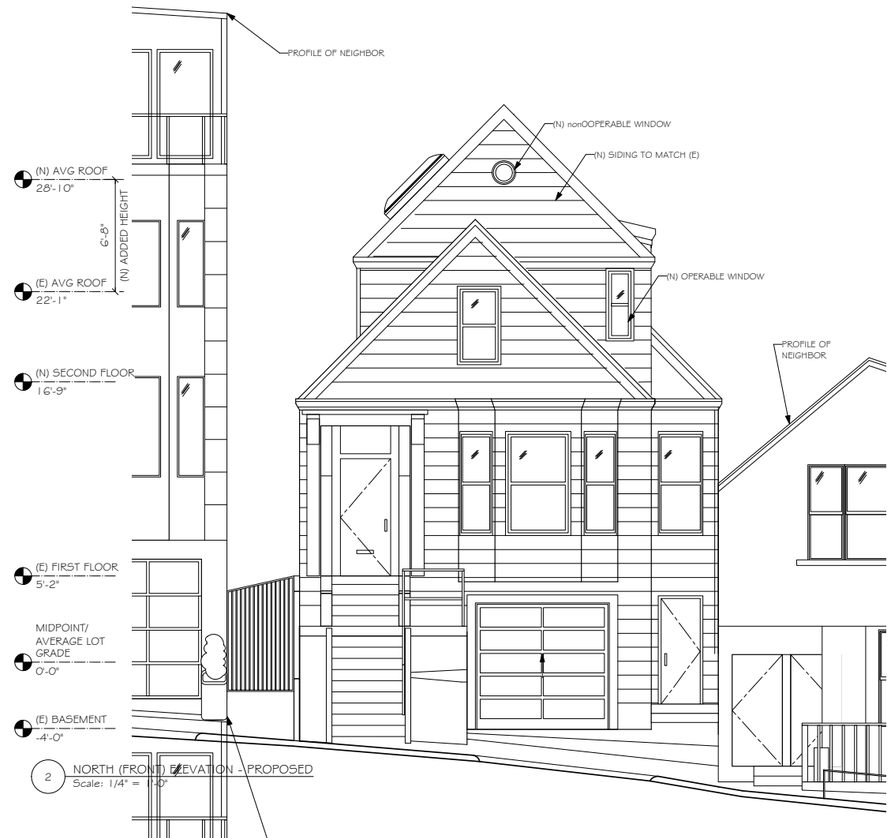
By	MCS/MG
Date	05.21.2014
Scale	1/4" = 1'

Drawing No.
A2.1

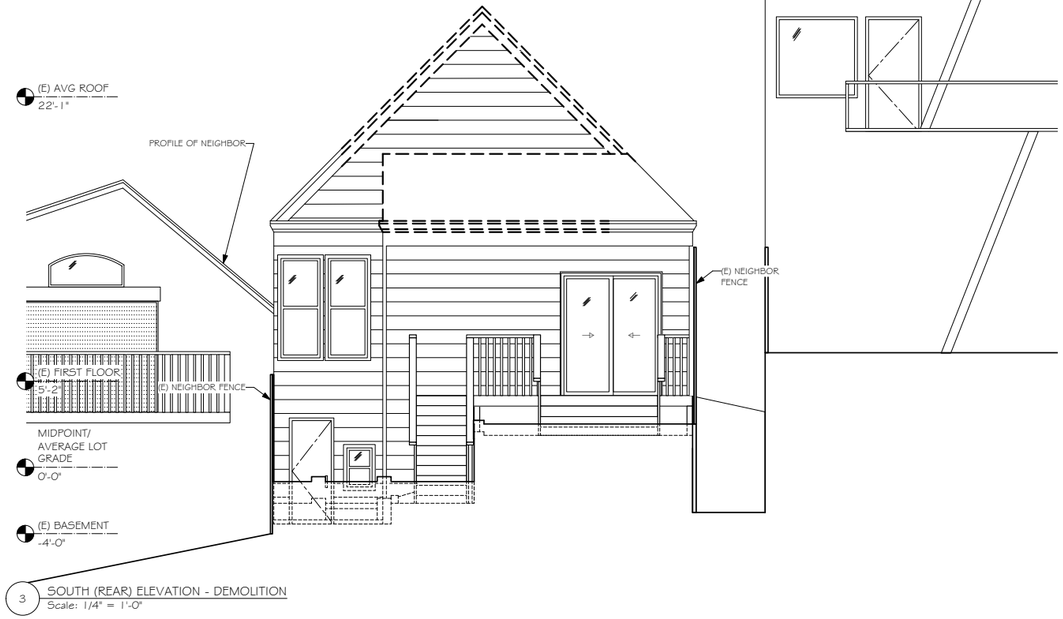
Project No. 1404



4 SOUTH (REAR) ELEVATION - PROPOSED
Scale: 1/4" = 1'-0"



2 NORTH (FRONT) ELEVATION - PROPOSED
Scale: 1/4" = 1'-0"



3 SOUTH (REAR) ELEVATION - DEMOLITION
Scale: 1/4" = 1'-0"

1 NORTH (FRONT) ELEVATION - DEMOLITION
Scale: 1/4" = 1'-0"

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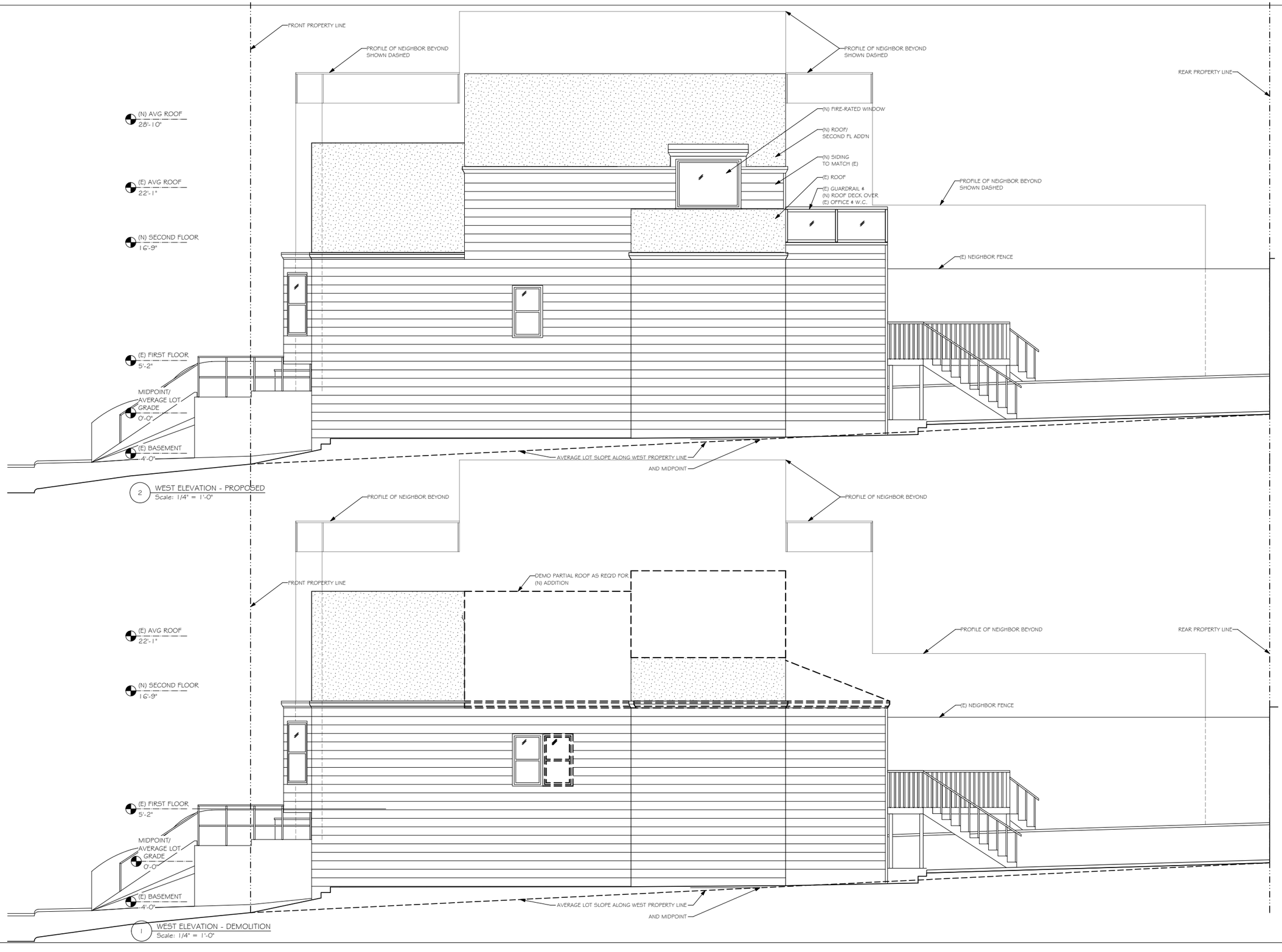
2331 19TH STREET
SHUNGLU
ADDITION
SAN FRANCISCO, CA. 94107

Drawing Title
NORTH (FRONT) AND SOUTH (REAR) ELEVATIONS

PLANNING SET

By MCS/MG
Date 05.21.2014
Scale 1/4" = 1'
Drawing No.
A3.0
Project No. 1404



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2331 19TH STREET
SHUNGLU
ADDITION
SAN FRANCISCO, CA. 94107

Drawing Title
WEST ELEVATION

PLANNING SET

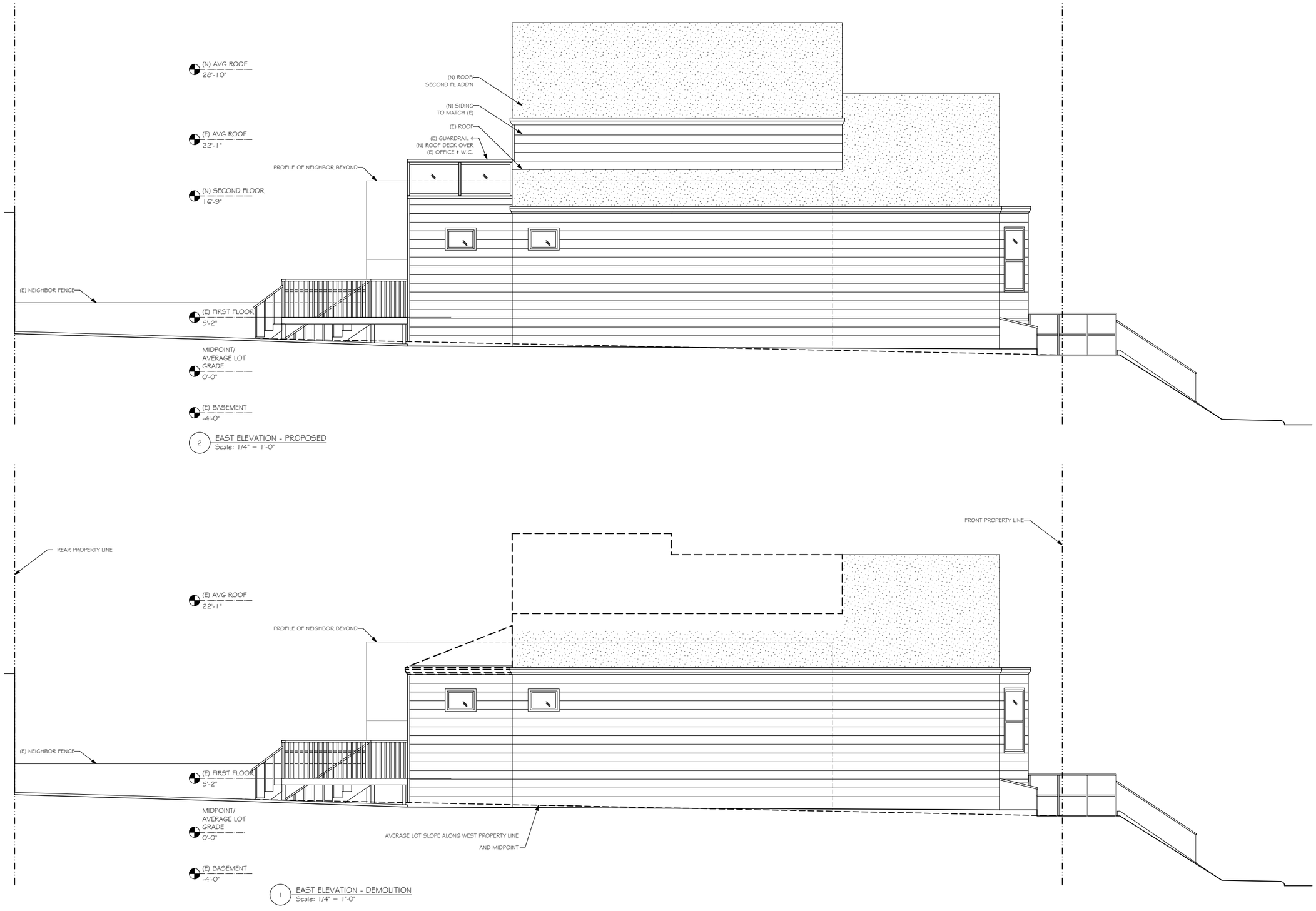
By MCS/MG

Date 05.21.2014

Scale 1/4" = 1'

Drawing No.
A3.1

Project No. 1404



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2331 19TH STREET
SHUNGLU
ADDITION
SAN FRANCISCO, CA. 94107

Drawing Title
EAST ELEVATION

PLANNING SET

By MCS/MG

Date 05.21.2014

Scale 1/4" = 1'

Drawing No.
A3.2

Project No. 1404

Application for **Discretionary Review**

CASE NUMBER: For Staff Use only 2014-003161DRP

APPLICATION FOR
Discretionary Review

1. Owner/Applicant Information

DR APPLICANT'S NAME:
Nicholas Hodulik and Jonathan Taylor

DR APPLICANT'S ADDRESS	ZIP CODE	TELEPHONE
2311 19th St, San Francisco	94107	(415)255-9300

PROPERTY OWNER WHO IS DOING THE PROJECT ON WHICH YOU ARE REQUESTING DISCRETIONARY REVIEW NAME:
Sanjaya Shunglu and Michael Fisher

ADDRESS	ZIP CODE	TELEPHONE
2331 19th Street, San Francisco	94107	(415) 590-2363

CONTACT FOR DR APPLICATION:
Same as Above ☐ Elva Harding, Esq.

ADDRESS:	ZIP CODE:	TELEPHONE:
3100 Oak Rd, #100, Walnut Creek	94597	(415) 967-7570

E-MAIL ADDRESS:
eharding@edhlegal.com

2. Location and Classification

STREET ADDRESS OF PROJECT:	ZIP CODE:
2331 19th Street, San Francisco	94107

CROSS STREETS:
San Bruno Ave

ASSESSORS BLOCK/LOT:	LOT DIMENSIONS:	LOT AREA (SQ FT):	ZONING DISTRICT:	HEIGHT/BULK DISTRICT:
4076 /017	25 x 100	2495	RH-2	40-X

3. Project Description

Please check all that apply

Change of Use ☐ Change of Hours ☐ New Construction ☐ Alterations ☒ Demolition ☐ Other ☐

Additions to Building: Rear ☒ Front ☐ Height ☒ Side Yard ☐

Present or Previous Use: Single Family Residence

Proposed Use: Single Family Residence

Building Permit Application No. 2014.05.22.6466 Date Filed: May 22, 2014

RECEIVED
FEB 27 2015
CITY & COUNTY OF S.F.
PLANNING DEPARTMENT
PIC

4. Actions Prior to a Discretionary Review Request

Prior Action	YES	NO
Have you discussed this project with the permit applicant?	☒	☐
Did you discuss the project with the Planning Department permit review planner?	☒	☐
Did you participate in outside mediation on this case?	☐	☒

5. Changes Made to the Project as a Result of Mediation

If you have discussed the project with the applicant, planning staff or gone through mediation, please summarize the result, including any changes there were made to the proposed project.

Please see addendum.

Application for **Discretionary Review**

CASE NUMBER:
For Staff Use only

Discretionary Review Request

In the space below and on separate paper, if necessary, please present facts sufficient to answer each question.

1. What are the reasons for requesting Discretionary Review? The project meets the minimum standards of the Planning Code. What are the exceptional and extraordinary circumstances that justify Discretionary Review of the project? How does the project conflict with the City's General Plan or the Planning Code's Priority Policies or Residential Design Guidelines? Please be specific and site specific sections of the Residential Design Guidelines.

Please see addendum

2. The Residential Design Guidelines assume some impacts to be reasonable and expected as part of construction. Please explain how this project would cause unreasonable impacts. If you believe your property, the property of others or the neighborhood would be adversely affected, please state who would be affected, and how:

Please see addendum.

3. What alternatives or changes to the proposed project, beyond the changes (if any) already made would respond to the exceptional and extraordinary circumstances and reduce the adverse effects noted above in question #1?

Please see addendum.

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: The other information or applications may be required.

Signature: _____ Date: 2/27/15

Print name, and indicate whether owner, or authorized agent:

Elva D. Harding
Owner / Authorized Agent (circle one)

Application for **Discretionary Review**

CASE NUMBER:
For Staff Use only

Discretionary Review Application Submittal Checklist

Applications submitted to the Planning Department must be accompanied by this checklist and all required materials. The checklist is to be completed and **signed by the applicant or authorized agent.**

REQUIRED MATERIALS (please check correct column)	DR APPLICATION
Application, with all blanks completed	☑
Address labels (original), if applicable	○
Address labels (copy of the above), if applicable	⊘
Photocopy of this completed application	☐
Photographs that illustrate your concerns	▩
Convenant or Deed Restrictions	▩
Check payable to Planning Dept.	☐
Letter of authorization for agent	☑
Other: Section Plan, Detail drawings (i.e. windows, door entries, trim), Specifications (for cleaning, repair, etc.) and/or Product cut sheets for new elements (i.e. windows, doors)	▩

NOTES:
☐ Required Material.
▩ Optional Material.
○ Two sets of original labels and one copy of addresses of adjacent property owners and owners of property across street.

For Department Use Only
Application received by Planning Department:

By: M. Cornuke

Date: FEB 27 2015

RECEIVED
CITY & COUNTY OF S.F.
PLANNING DEPARTMENT
PIC

Project: 2331 19th Street, San Francisco
Project Sponsors: Sanjaya Shuglu and Michael Fisher
Discretionary Review Applicants: Nicholas Hodulik and Jonathan Taylor

ADDENDUM

5. Changes made to the Project as a result of mediation:

Applicants and Project Sponsors met and agreed to explore options to adjust the design to consider Applicants' concerns. Applicants' have proposed a simple solution – replace the new peaked roof with an arched roof, as depicted in Exhibit A. No response has been received from Project Sponsors to date, but discussions are on-going.

Note that Applicants first learned of the project two weeks ago, when they moved into their recently purchased home and saw the posting. Unfortunately, Applicants were scheduled to immediately travel overseas, limiting further direct discussions, but Applicants' architect has continued to work with Project Sponsors' architect. We hope to reach a mutually agreeable solution, but given the time constraints of the notification process, Applicants are filing this application.

DISCRETIONARY REVIEW APPLICATION

1. What are the reasons for requesting Discretionary Review. The project meets the minimum standards of the Planning Code. What are the exceptional and extraordinary circumstances that justify Discretionary Review of the project? How does the project conflict with the City's General Plan or the Planning Code's Priority Policies or Residential Design Guidelines? Please be specific and site specific sections of the Residential Design Guidelines.

The project property is located in a unique block in Potrero Hill and is adjacent to two unique properties that were developed about 10 years ago. Applicants' property, and the property commonly known as 2321 19th Street were developed in response to some of these unique features. Together, with 2331 19th St, these three homes are more closely tied together than typical homes.

19th Street ends, running into US 101, with the block that contains the project property. Project Sponsors' property is one house from the end of the street. Applicants' property is adjacent to the project, and 2 lots from the end of the street. 2321 19th Street (formerly known as 705 Utah Street) is the third property in this small community. It abuts US 101, and its only street access is by a walk-way easement on Applicants' property, located between Applicants' and Project Sponsors' properties. Although, 2321 19th Street is located directly behind 2331 19th Street, 2321 and Applicant share a small rear yard that provides limited open space. As a result of the unique nature of this end of street configuration, the three properties share an unusually intimate connection.

Given this small community, particular care should be taken in the design of Project Sponsors' addition. Outlined below are Applicants' three primary concerns with proposed project application.

(i) The project does not comply with the Residential Design Guidelines.
(ii) The project will have a negative impact on Applicants' light and privacy.
(iii) The drawings submitted by Project Sponsor lacks information necessary for the proper evaluation the project's impact on the Applicants property. contain inaccuracies that misrepresent the relationship of Project Sponsors' property to Applicants.

Conflicts with Residential Design Guidelines

Section 311(c) of the Planning Code provides that the Residential Design Guidelines ("Guidelines") will be used to review plans for alterations. The Guidelines present six core design principals. The proposed project fails to meet the Guideline principles with respect to the following, and therefore is subject to the discretionary review by the Planning Commission:

- Ensure that the building's scale is compatible with surrounding buildings
- Provide architectural features that enhance the neighborhood's character.
- Ensure that the character-defining features of an historic building are maintained.

Specifically, the following principles and guidelines are affected:

GUIDELINE: Design the scale of the building to be compatible with the height and depth of surrounding buildings. (Page 23) *It is essential for a building's scale to be compatible with that of surrounding buildings, in order to preserve the neighborhood character.*

The project sits downhill from Applicants' property. As proposed, the project would cause the height of Project Sponsors' property to be almost as tall as Applicants' – a much larger building. We note that the Project Sponsor has explained that she has estimated the relationship of the project building to Applicants' on the notification drawings, so neither Applicants nor the Planning Department can fully understand how the project height will relate to the surrounding properties.

DESIGN PRINCIPLE: Design the building's architectural features to enhance the visual and architectural character of the neighborhood. (Page 31) *In designing architectural features, it is important to consider the type, placement and size of architectural features on surrounding buildings, and to use features that enhance the visual and architectural character of the neighborhood.*

DESIGN PRINCIPLE: Use architectural details to establish and define a building's character and to visually unify a neighborhood. (Page 43) *The use of compatible details visually unifies a neighborhood's buildings, providing continuity and establishing the architectural character of the area.*

GUIDELINE: In areas with a defined visual character, design buildings to be compatible with the patterns

and architectural features of surrounding buildings. (Page 9)

GUIDELINE: Design rooflines to be compatible with those found on surrounding buildings. (Page 30) *In some situations, there may be groups of buildings that have common rooflines, providing clues to what type of roofline will help tie the composition of the streetscape together.*

GUIDELINE: Design the building form to be compatible with that of surrounding buildings. (Page 28) *The elements of building form include the width and proportions of the facade and the shape of the roofline.*

A unique characteristic of Applicants' and 2321 19th Street's properties is that they share a unique roof characteristic. Each of them has an arched roofline. This creates an interesting visual feature as opposed to standard flat roofs of peaked roofs with roofing tiles. Applicants have proposed that Project Sponsor use a similar roofline on its addition. This would enhance the roofline features on the existing buildings and help unite the shared mid-block open space. A drawing is attached as "Exhibit A" to this addendum. See Exhibit B photo 1 (arched roofs)

GUIDELINE: Articulate the building to minimize impacts on light and privacy to adjacent properties. (Page 16) *...the following design modifications can minimize impacts on light;...Include a sloped roof form in the design.*

Because 2331 and 2321 share a rear yard, natural light is limited in Applicants' property. The proposed project will add about 6' of height to Project Sponsors' property, which will cause the rear yard to feel smaller and more closed in. Also, it will reduce the amount of natural light going to Applicants' top two floors. By replacing the proposed peaked roof with an arched roof, the Project Sponsor would still benefit from over 11' ceilings in its addition, while allowing more natural light to Applicants' property and lending a more open feel to the shared rear yard. It would also add a unifying feature to this small community.

GUIDELINE: Design the building's proportions to be compatible with those found on surrounding buildings. (Page 29) *Building features must be proportional not only to other features on the building, but also to the features found on surrounding buildings.*

The proposed roof addition will be unusually steep and tall, particularly in relationship to the surrounding properties that either have arched or flat roofs. It will become disruptive design element in an otherwise relatively similar neighborhood characteristic. The Applicants' proposal of using an arched roofline creates neighborhood similarities and would allow a building height consistent with other properties.

Conflicts with the Planning Code

Planning Code Section 101 states that one of the purposes of the Planning Code is to provide adequate light, air, privacy to surrounding properties. The proposed project would block natural light to the top two floors of the Applicants' property, as discussed above. In an effort to ensure privacy for Applicants and the project property, Applicant has already used frosted windows in most windows.

Further, the proposed project would limit privacy at the rear of the properties, where the Project Sponsors' proposed roof deck would be very close to the Applicants' kitchen. See Exhibit B – photos 2 and 3.

Applicants' proposed roofline solution would address most of the light issues. Furthermore, Applicants have expressed their willingness to compromise on the privacy issues at the roof deck, provided an agreement can be reached on the roofline.

Concerns About Drawings

The relationship of the elevation of Project Sponsors' floors and roof height to those of Applicants are not precisely known. Project Sponsors' architect prepared drawings based on estimated elevations of Applicants' floors and roof. Applicants have since offered to provide elevation measurements prepared by Applicants' architect. As such, Applicants are concerned about what the actual impact will be. Additionally, during a site inspection, Applicants' agents noted that the drawings misrepresented certain windows on the project's eastern wall. Such inaccuracies may impact Applicants' privacy.

Given these issues, Applicants expressed concerns to Project Sponsors' architect. Project sponsor has suggested that Applicants should hire a surveyor to assure themselves of height relationships. Applicants support project sponsor conducting a survey, or at a minimum arranging story poles so that the Applicants and the Planning Department can reliably determine the impact on the project to the neighborhood and Applicants' home.

2. **The Residential Design Guidelines assume some impacts to be reasonable and expected as part of construction. Please explain how this project would cause unreasonable impacts. If you believe your property, the property of others or the neighborhood would be adversely affected, please state who would be affected, and how.**

Applicants believe that the height of the addition roof is unreasonable tall and out of place with typical neighborhood features which include flat or arched roofs. It will be a disruptive element in the small community of which they are a part.

It will affect Applicants and the residents/owners of 2321 19th St., in that, it will cause their rear yard, shared with the neighbor at 2321 19th St, to feel more closed in as it will be a steep alteration to what currently exists.

It will specifically cause a loss of natural light to Applicants' top two floors. Since the proposed roof is located directly to the west of the Applicants' home, it will directly block afternoon light.

3. What alternatives or changes to the proposed project, beyond the changes (if any) already made would respond to the exceptional and extraordinary circumstances and reduce the adverse effects noted above in question #1?

Applicants have proposed that Project Sponsor use an arched roof, which is consistent with features found immediately surrounding the project. Please see "Exhibit A." Without causing a significant loss of height to the interior of project's proposed addition, this would result in a roofline that is more consistent with adjacent buildings and would constitute an architectural interesting feature. It would also provide a more open feel in the rear yard. Finally, it would allow more light to flow through to Applicants' property.

AUTHORIZED REPRESENTATIVE

February 17, 2015

San Francisco Planning Department
1650 Mission Street, Suite 400
San Francisco, CA 94103-9425

Re: Discretionary Review Application – 2331 19th Street, San Francisco, CA

To Whom It May Concern:

We, Nicholas Hodulik and Jonathan Taylor, the owners of 2311 19th Street, San Francisco, CA have engaged attorney, Elva Harding (SBN 236460) to act on our behalf in regard to the above-referenced Discretionary Review Application. I hereby authorize your department, and any other relevant San Francisco city agents to work with Ms. Harding on our behalf and to release any or all information relating to our discretionary review application to Ms. Harding.

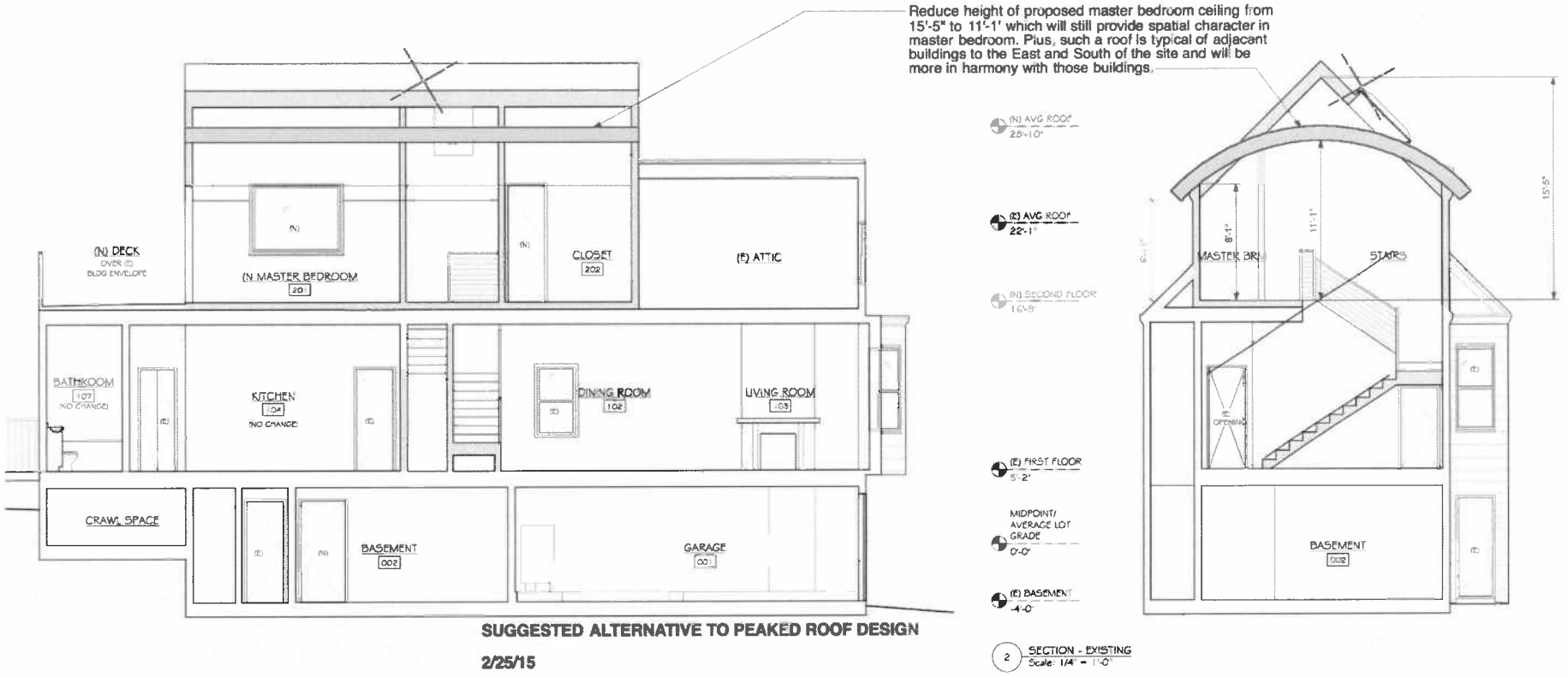
Sincerely,

Nicholas Hodulik

Jonathan Taylor

Project: 2331 19th Street, San Francisco
Project Sponsors: Sanjaya Shuglu and Michael Fisher
Discretionary Review Applicants: Nicholas Hodulik and Jonathan Taylor

EXHIBIT A



SUGGESTED ALTERNATIVE TO PEAKED ROOF DESIGN

2/25/15

Project: 2331 19th Street, San Francisco
Project Sponsors: Sanjaya Shuglu and Michael Fisher
Discretionary Review Applicants: Nicholas Hodulik and Jonathan Taylor

Exhibit B

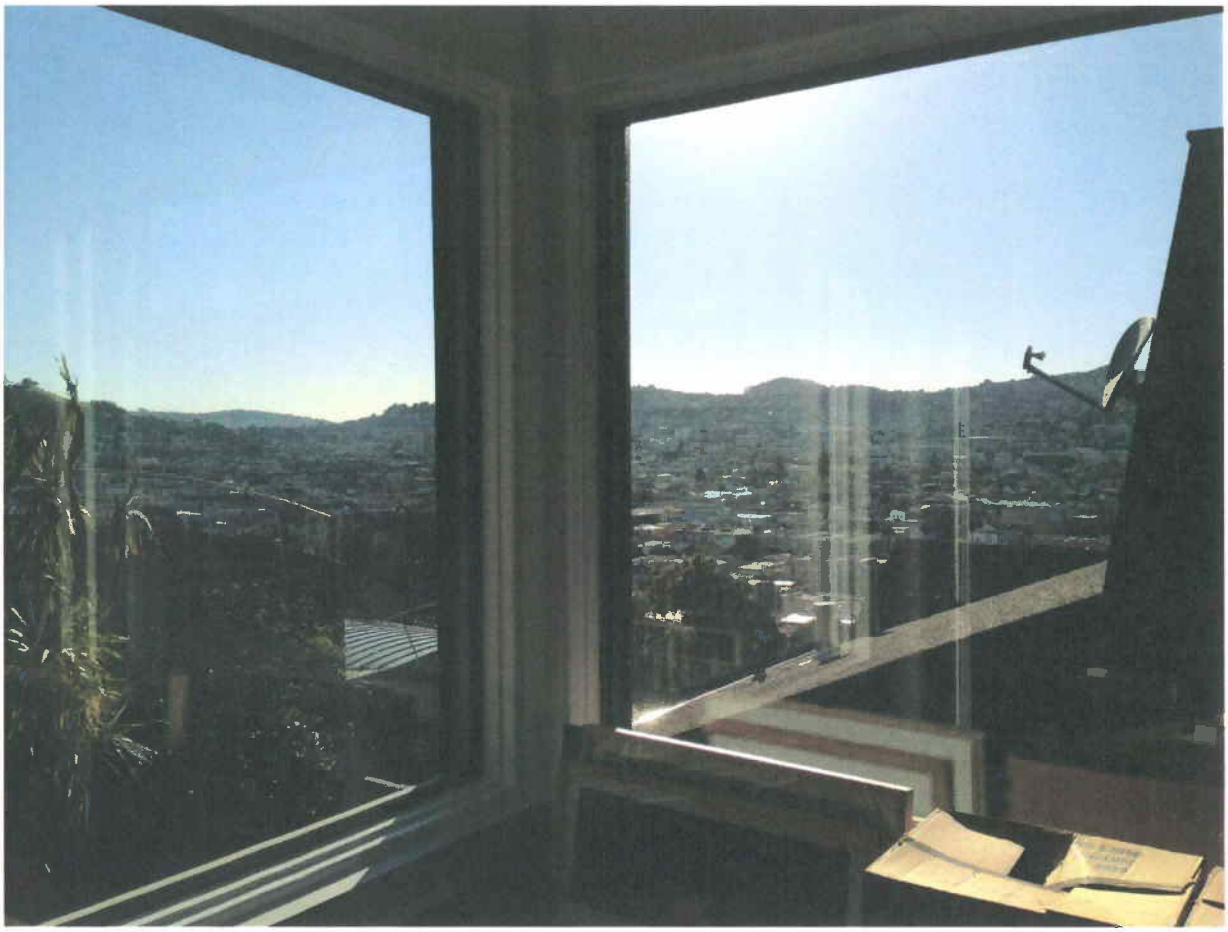


Photo 1: Project Sponsor roof (existing) from Applicants' kitchen. Proposed location of roof deck. Note arched roofs.

Project: 2331 19th Street, San Francisco
Project Sponsors: Sanjaya Shuglu and Michael Fisher
Discretionary Review Applicants: Nicholas Hodulik and Jonathan Taylor

Photo 2: Project Sponsor's roof (existing) from Applicant's top floor.

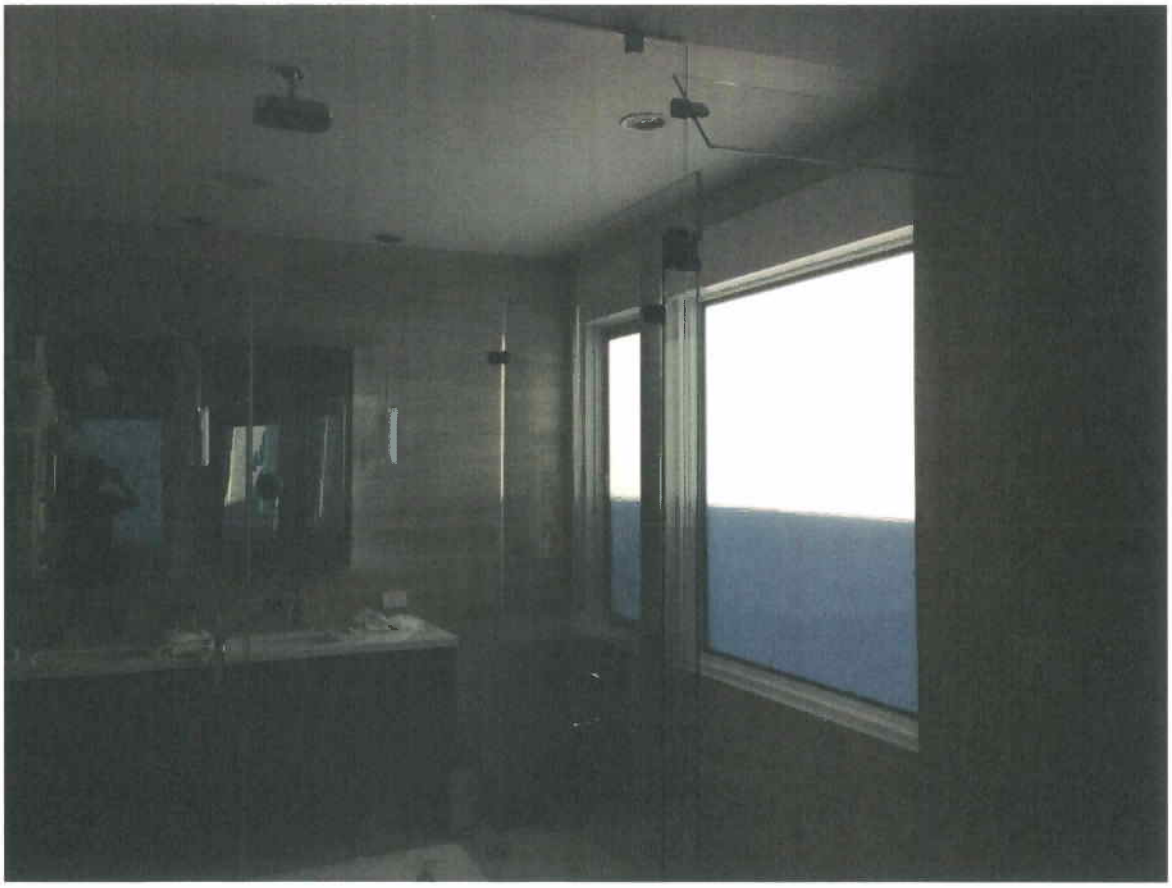


Photo 3: Note mid-afternoon shadows on Applicants' third floor (existing)

Addendum to Discretionary Review Application

Since filing our request for discretionary review, we have had a number of meetings and conversations with our neighbors the project sponsors and their architect. We have been hoping that we could reach a compromise with them, and have submitted two different compromised designs. The first was flatly rejected and there has been no response to the second. This addendum briefly presents our recent compromise design and addresses our on-going concerns with their plans. Specifically, we are still concerned that Project Sponsor's drawings contain inaccuracies and that their proposed project is out of sync with the surrounding properties and does not respect the neighborhood topography.

Discussions with Project Sponsors

We and our architect, Stan Teng, met with Project Sponsors and their architect on March 24, 2015 to discuss their project. There were three key developments from this meeting.

(1) **Project Sponsors refused our first compromise design**. They explained that our first compromise solution (arched roof) was unacceptable to them because it would be too expensive and was not compatible with the peaked roof of their current building. We considered these comments with our architect and then proposed a second compromise design with a peaked roof, similar to their existing roof, which is discussed more fully below. See attached Exhibit 1.

(2) **Project Sponsors acknowledged that they had estimated key measurements**, such as the respective height of their building in relation to ours. Because knowing the height of their building, both before and after construction, is essential to understanding the impact, we offered to divide the cost of a survey, and they agreed, as it would have given us definitive information. However, a couple of weeks after our meeting, they reneged on the agreement and **refused to share the cost of a survey with us. Further they** countered that we should hire a surveyor to conduct a survey for their benefit.

(3) Project Sponsors proposed to replace the glass rail on their roof deck with a privacy wall. Because a tall wood privacy wall would have a negative effect on the light to our home, and cause the addition to seem even larger than proposed, we declined the proposal.

Our Second Compromise Design

After meeting with our neighbors, we carefully considered their concerns and proposed another compromise design. This second compromise design includes a peaked roof seated on higher walls than they had originally proposed. With the higher walls, this design will actually afford them more usable space in their penthouse master suite since it won't have sloped walls and there will be no reduction in square footage. They will get the full benefit of the second bedroom they are seeking. It will result in over 12' ceilings in their master suite but only reduce the proposed height of their addition by 2'. And importantly, this design should not be more expensive than what they originally planned. We and our neighbors will benefit because the new shape will make the addition a less imposing height, confirm better to the topography and allow light to our rear yard and building. As Exhibit 2 shows, their home is already disproportionately taller than their downhill neighbor, and almost as tall as ours. This proposal was presented to them on June 7, 2015, and to date, we have not received a response from Project Sponsors.

Inaccuracies in Project Sponsor Drawings

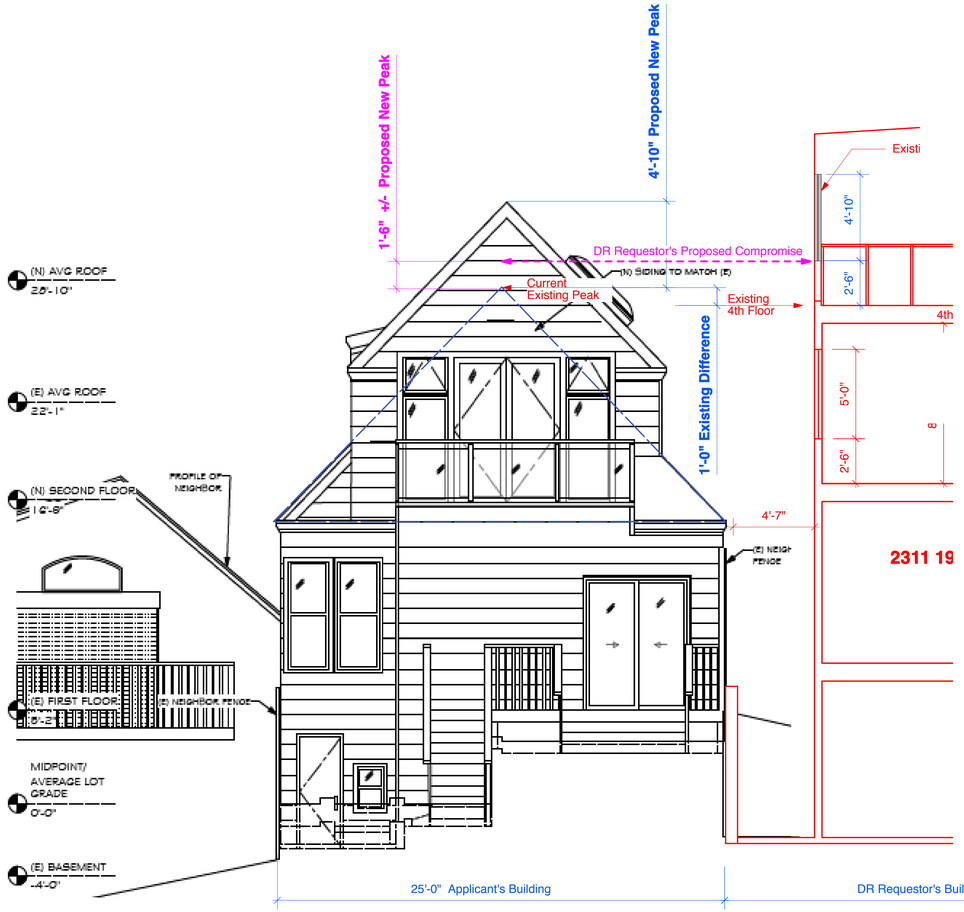
In preparing our second compromise, we took measurements using a laser level. In this way we were able to confirm inaccuracies in Project Sponsor's drawings. We provided this information to them, but we do not know if they have made appropriate corrections. The drawings attached as Exhibit 1 incorporate the corrected measurements.

Conclusion

We appreciate the challenges in such a major construction project, and have worked in good faith to reach a resolution. Unfortunately, Project Sponsors have rejected our efforts to reach a private compromise. We therefore respectfully request that you exercise your powers to revise the project, and accept our second proposed compromise, which will give Project Sponsor's all the square footage they seek, a cathedral ceiling in the master suite, but better correspond to the surrounding properties and protect our light and rear yard open space.

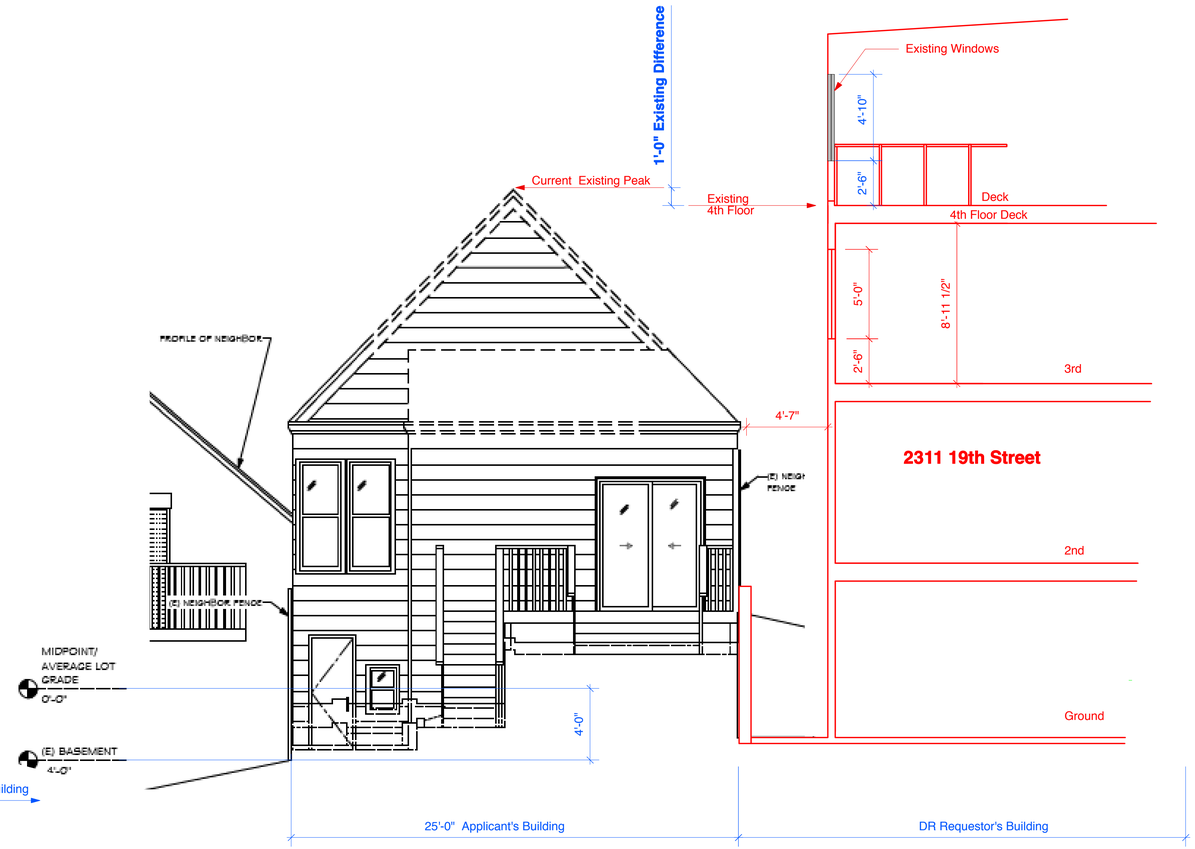
Nick Hodulik
DR Applicant

Jonathan Taylor
DR Applicant



Applicant's Current Proposal for South Elevation

5/11/15



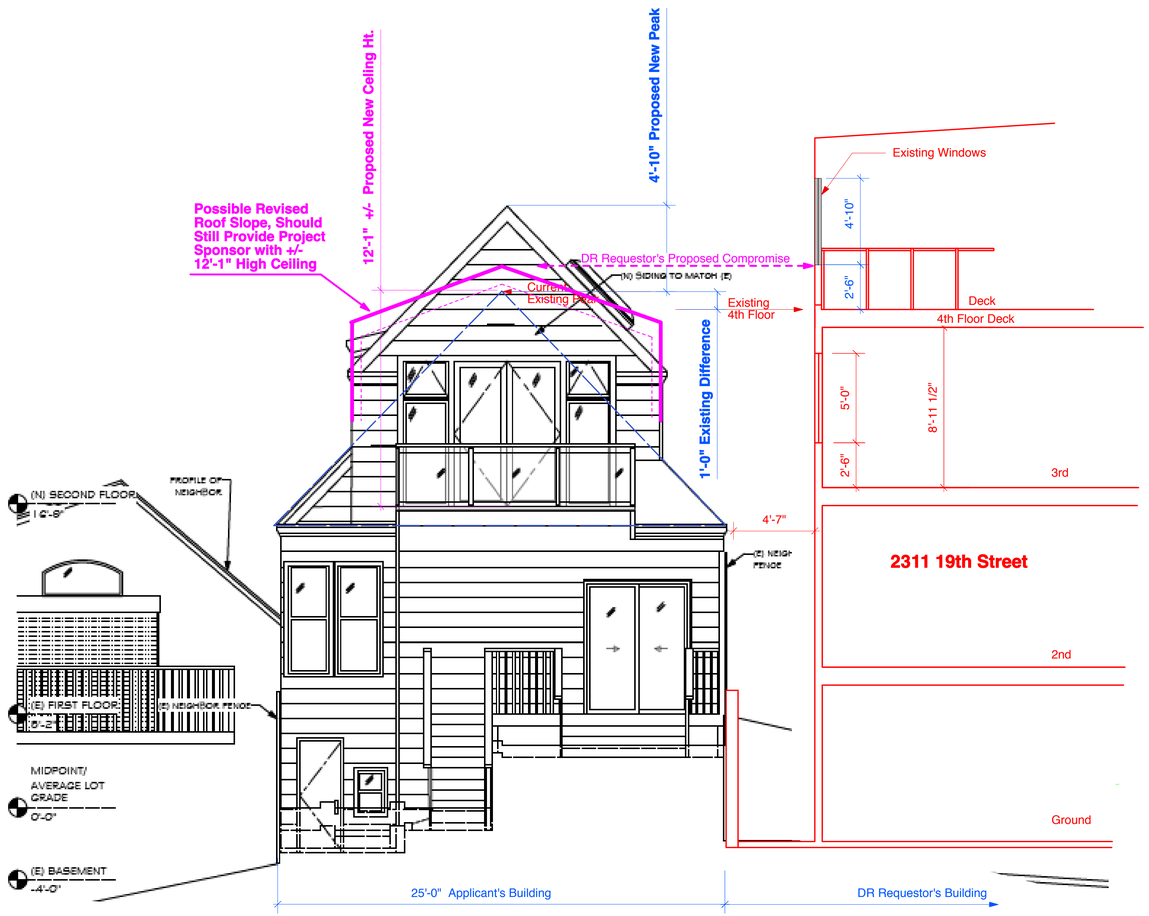
Existing Conditions South Elevation

5/11/15

2331 19th Street Project Impacts & Compromise Suggested by DR Applicant

Sheet 1

5/21/15



DR Applicant's Suggested Compromise for South Elevation
5/11/15

2331 19th Street Project Impacts & Compromise Suggested by DR Applicant

Sheet 2
5/21/15


2337 19th St
San Francisco, California
Street View - Jan 2015
2331 19th St
Google

SAN FRANCISCO
PLANNING DEPARTMENT

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

Reception:
415.558.6378

Fax:
415.558.6409

Planning
Information:
415.558.6377

RESPONSE TO DISCRETIONARY REVIEW

Case No.: 2014-003161DRP

Building Permit No.: 2014.05.22.6466

Address: 2331 19th Street

Project Sponsor's Name: SANJAYA SHUNGLU & MICHAEL FISHER

Telephone No.: (415) 590-2363 (for Planning Department to contact)

1. Given the concerns of the DR requester and other concerned parties, why do you feel your proposed project should be approved? (If you are not aware of the issues of concern to the DR requester, please meet the DR requester in addition to reviewing the attached DR application.

See attached

2. What alternatives or changes to the proposed project are you willing to make in order to address the concerns of the DR requester and other concerned parties? If you have already changed the project to meet neighborhood concerns, please explain those changes. Indicate whether the changes were made before filing your application with the City or after filing the application.

See attached

3. If you are not willing to change the proposed project or pursue other alternatives, please state why you feel that your project would not have any adverse effect on the surrounding properties. Please explain your needs for space or other personal requirements that prevent you from making the changes requested by the DR requester.

See attached

If you have any additional information that is not covered by this application, please feel free to attach additional sheets to this form.

4. Please supply the following information about the proposed project and the existing improvements on the property.

Number of	Existing	Proposed
Dwelling units (only one kitchen per unit –additional kitchens count as additional units)	1	1
Occupied stories (all levels with habitable rooms)	2	3
Basement levels (may include garage or windowless storage rooms) included in occupied stories	1	1
Parking spaces (Off-Street)	0	0
Bedrooms	1	2
Gross square footage (floor area from exterior wall to exterior wall), not including basement and parking areas	1,242	1,767
Height	22ft, 1 inch	~~25ft, 10inch~~ 26' 11"
Building Depth	37'6"	Same
Most recent rent received (if any)	—	—
Projected rents after completion of project	—	—
Current value of property		
Projected value (sale price) after completion of project (if known)	—	—

I attest that the above information is true to the best of my knowledge.

Signature	Date	Name (please print)
	May 29, 2015	MICHAEL FISHER SANJAYA SEUNGLU

RESPONSE TO DISCRETIONARY REVIEW
CASE # 2014-003161DRP

1. **Given the concerns of the DR requester and other concerned parties, why do you feel your proposed project should be approved? (If you are not aware of the issues of concern to the DR requester, please meet the DR requester in addition to reviewing the attached DR application)**

The proposed project is a modest addition to a moderately sized home, increasing the height of a section of the existing house by 4'-10-1/2". There is no horizontal expansion. The project goal is to add one bedroom to an existing one-bedroom house. This addition was designed to be respectful of its uphill neighbor: it sets back from the front of the existing building by 15'; it sets back from the side property line by 3'-5", and at that point only rises vertically for 4'-2" before sloping away from the adjacent property line. As noted above, the total increase in height from the original roof is 4'-10-1/2".

2. **What alternatives or changes to the proposed project are you willing to make in order to address the concerns of the DR requester and other concerned parties? If you have already changed the project to meet neighborhood concerns, please explain those changes. Indicate whether the changes were made before filing your application with the City or after filing the application.**

In response to the complaint that the project will "have a negative impact on Applicants'...privacy" we have offered to build a 6'-0" high privacy wall at the deck where it faces the property line. The DR applicant rejected that option and instead requested that we have a glass guardrail at that location, which we have agreed to do. The elevations submitted to Planning already indicate a glass guardrail facing the shared property line.

In response to the complaint that the relationship of the two buildings is inaccurately represented in the drawings, KPa+d has corrected the drawings to the best of its ability lacking a formal survey. These revised drawings have been submitted to Planning.

3. **If you are not willing to change the proposed project or pursue other alternatives, please state why you feel that your project would not have any adverse affect on the surrounding properties. Please explain your needs for space or other personal requirements that prevent you from making the changes requested by the DR requester.**

We have met with the DR requester and have visited their house to evaluate the impact of the proposed project. The top floor of that house, which the DR requester is most concerned about, has tremendous light and views to the north and south. The disputed orientation is the west, which faces the side property line and currently has an uninterrupted view of Twin Peaks and the coastal ridge. After the addition the top floor of the western orientation will continue to receive light and a view of the sky, although the view of Twin Peaks will be blocked. The views of the coastal ridge from the south and north windows will be uninterrupted. The proposed addition will have a minimal impact

on light to the kitchen and bathroom on the lower floors on the west (property line elevation).

The Project Sponsor's existing house contains only one legal bedroom. It is small in relation to the houses around it, and after the proposed addition will continue to be smaller than that of the DR applicant as well as the house behind them at 2321 19th St., and a new house recently completed across the street at 2324 19th St. The Project Sponsors have family out of town and abroad, and need space to accommodate visitors. The completed house, at 2 bedrooms, will not be out of scale with anything around it and will continue to be relatively modest in this part of San Francisco in our era.


PLEASE DO
NOT BLOCK
DRIVEWAY

SAN FRANCISCO
PLANNING DEPARTMENT

CEQA Categorical Exemption Determination

PROPERTY INFORMATION/PROJECT DESCRIPTION

Project Address		Block/Lot(s)	
2331 19th Street		4076/017	
Case No.	Permit No.	Plans Dated	
	2014.05.22.6466	10/22/14	
☑ Addition/ Alteration	☐ Demolition (requires HRER if over 45 years old)	☐ New Construction	☐ Project Modification **(GO TO STEP 7)**

Project description for Planning Department approval.

Construction of one-story vertical addition.

STEP 1: EXEMPTION CLASS

TO BE COMPLETED BY PROJECT PLANNER

Note: If neither Class 1 or 3 applies, an *Environmental Evaluation Application* is required.	
☑	**Class 1 – Existing Facilities.** Interior and exterior alterations; additions under 10,000 sq. ft.
☐	**Class 3 – New Construction/ Conversion of Small Structures.** Up to three (3) new single-family residences or six (6) 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.
☐	**Class__**

STEP 2: CEQA IMPACTS

TO BE COMPLETED BY PROJECT PLANNER

If any box is checked below, an *Environmental Evaluation Application* is required.	
☐	**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)? *Exceptions: do not check box if the applicant presents documentation of enrollment in the San Francisco Department of Public Health (DPH) Article 38 program and the project would not have the potential to emit substantial pollutant concentrations.* (*refer to EP _ArcMap > CEQA Catex Determination Layers > Air Pollutant Exposure Zone)*
☐	**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. *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).*
☐	**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?
☐	**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)*
☐	**Noise:** Does the project include new noise-sensitive receptors (schools, day care facilities, hospitals, residential dwellings, and senior-care facilities) fronting roadways located in the noise mitigation area? *(refer to EP_ArcMap > CEQA Catex Determination Layers > Noise Mitigation Area*)
☐	**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*)
☐	**Slope = or > 20%:** Does the project involve excavation of 50 cubic yards of soil or more, new construction, or square footage expansion greater than 1,000 sq. ft. outside of the existing building footprint? (*refer to EP_ArcMap > CEQA Catex Determination Layers > Topography*) **If box is checked, a geotechnical report is required.**
☐	**Seismic: Landslide Zone:** Does the project involve excavation of 50 cubic yards of soil or more, new construction, or square footage expansion greater than 1,000 sq. ft. outside of the existing building footprint? *(refer to EP_ArcMap > CEQA Catex Determination Layers > Seismic Hazard Zones)* **If box is checked, a geotechnical report is required.**
☐	**Seismic: Liquefaction Zone:** Does the project involve excavation of 50 cubic yards of soil or more, new construction, or square footage expansion greater than 1,000 sq. ft. outside of the existing building footprint? *(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. <u>If one or more boxes are checked above, an *Environmental Evaluation Application* is required, unless reviewed by an Environmental Planner.</u>	
☑	**Project can proceed with categorical exemption review. The project does not trigger any of the CEQA impacts listed above.**
Comments and Planner Signature (*optional*):	

STEP 3: PROPERTY STATUS – HISTORIC RESOURCE

TO BE COMPLETED BY PROJECT PLANNER

PROPERTY IS ONE OF THE FOLLOWING: *(refer to Parcel Information Map)*	
☐	**Category A:** Known Historical Resource. **GO TO STEP 5.**
☑	**Category B:** Potential Historical Resource (over 45 years of age). **GO TO STEP 4.**
☐	**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.	
☐	1. **Change of use and new construction.** Tenant improvements not included.
☐	2. **Regular maintenance or repair** to correct or repair deterioration, decay, or damage to building.
☐	3. **Window replacement** that meets the Department's *Window Replacement Standards*. Does not include storefront window alterations.
☐	4. **Garage work.** A new opening that meets the *Guidelines for Adding Garages and Curb Cuts*, and/or replacement of a garage door in an existing opening that meets the Residential Design Guidelines.
☑	5. **Deck, terrace construction, or fences** not visible from any immediately adjacent public right-of-way.
☐	6. **Mechanical equipment installation** that is not visible from any immediately adjacent public right-of-way.
☐	7. **Dormer installation** that meets the requirements for exemption from public notification under *Zoning Administrator Bulletin No. 3: Dormer Windows*.
☐	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.	
☐	Project is not listed. **GO TO STEP 5.**
☑	Project **does not conform** to the scopes of work. **GO TO STEP 5**.
☐	Project involves **four or more** work descriptions. **GO TO STEP 5.**
☐	Project involves **less than four** work descriptions. **GO TO STEP 6.**

STEP 5: CEQA IMPACTS – ADVANCED HISTORICAL REVIEW

TO BE COMPLETED BY PRESERVATION PLANNER

Check all that apply to the project.	
☐	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.
☐	2. **Interior alterations to publicly accessible spaces**.
☐	3. **Window replacement** of original/historic windows that are not "in-kind" but are consistent with existing historic character.
☐	4. **Façade/storefront alterations** that do not remove, alter, or obscure character-defining features.
☐	5. **Raising the building** in a manner that does not remove, alter, or obscure character-defining features.
☐	6. **Restoration** based upon documented evidence of a building's historic condition, such as historic photographs, plans, physical evidence, or similar buildings.
☑	7. **Addition(s)**, including mechanical equipment that are minimally visible from a public right-of-way and meet the *Secretary of the Interior's Standards for Rehabilitation*.

☐	8. **Other work consistent** with the *Secretary of the Interior Standards for the Treatment of Historic Properties* (*specify or add comments*):
☐	9. **Other work** that would not materially impair a historic district (specify or add comments): *(Requires approval by Senior Preservation Planner/Preservation Coordinator)* _____
☐	10. **Reclassification of property status** to Category C. *(Requires approval by Senior Preservation Planner/Preservation Coordinator)* 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.	
☐	**Further environmental review required.** Based on the information provided, the project requires an *Environmental Evaluation Application* to be submitted. **GO TO STEP 6.**
☑	**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: Richard Sucre Digitally signed by Richard Sucre DN: dc=org, dc=sfgov, dc=cityplanning, ou=CityPlanning, ou=Current Planning, cn=Richard Sucre, email=Richard.Sucre@sfgov.org Date: 2015.06.17 09:38:44 -07'00'	

STEP 6: CATEGORICAL EXEMPTION DETERMINATION

TO BE COMPLETED BY PROJECT PLANNER

☐	**Further environmental review required.** Proposed project does not meet scopes of work in either *(check all that apply)*: ☐ Step 2 – CEQA Impacts ☐ Step 5 – Advanced Historical Review **STOP! Must file an *Environmental Evaluation Application.***	
☑	**No further environmental review is required. The project is categorically exempt under CEQA.**	
	Planner Name: Rich Sucre	**Signature:** Richard Sucre Digitally signed by Richard Sucre DN: dc=org, dc=sfgov, dc=cityplanning, ou=CityPlanning, ou=Current Planning, cn=Richard Sucre, email=Richard.Sucre@sfgov.org Date: 2015.06.17 09:39:02 -07'00'
	Project Approval Action: Building Permit If Discretionary Review before the Planning Commission is requested, the Discretionary Review hearing is the Approval Action for the project.	
	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.	

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)
Case No.	Previous Building Permit No.	New Building Permit No.
Plans Dated	Previous Approval Action	New Approval Action
Modified Project Description:		

DETERMINATION IF PROJECT CONSTITUTES SUBSTANTIAL MODIFICATION

Compared to the approved project, would the modified project:	
☐	Result in expansion of the building envelope, as defined in the Planning Code;
☐	Result in the change of use that would require public notice under Planning Code Sections 311 or 312;
☐	Result in demolition as defined under Planning Code Section 317 or 19005(f)?
☐	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	**CATEX FORM**

DETERMINATION OF NO SUBSTANTIAL MODIFICATION

☐	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:**