



# SAN FRANCISCO PLANNING DEPARTMENT

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## Discretionary Review Full Analysis

HEARING DATE: NOVEMBER 16, 2017

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

Reception:  
**415.558.6378**

Fax:  
**415.558.6409**

Planning  
Information:  
**415.558.6377**

*Date:* November 9, 2017  
*Case No.:* **2016-000343DRP**  
*Project Address:* **1656-1658 NEWCOMB AVENUE**  
*Permit Application:* 2015.1110.2339  
*Zoning:* RH-2 (Residential House, Two-Family)  
40-X Height and Bulk District  
*Block/Lot:* 5306/006  
*Project Sponsor:* Judy Wu (aka Xiaoqi Wu)  
362 Gellert Boulevard.  
Daly City, CA 94015  
*Staff Contacts:* Ella Samonsky – (415) 575-9112  
[ella.samonsky@sfgov.org](mailto:ella.samonsky@sfgov.org)  
Matthew Dito – (415) 575-9164  
[matthew.dito@sfgov.org](mailto:matthew.dito@sfgov.org)  
*Recommendation:* **Do not take DR and approve the project as proposed**

### PROJECT DESCRIPTION

The subject property is authorized for use as a three-family dwelling, but contains six dwelling-units (three legal and three unauthorized). The proposed project is to remove two unauthorized dwelling-units, located at the second and third floors, and to legalize one dwelling-unit at the ground floor of an existing three-unit building. The project would result is a total of four dwelling-units on the site.

Pursuant to Planning Code Section 317 the removal of an unauthorized unit requires a Conditional Use Authorization, with the exception of unauthorized dwelling units that cannot be legalized. The removal of an unauthorized unit that does not have a path to legalization does not require a Conditional Use Authorization, however does require neighborhood notification per Planning Code Section 311.

Pursuant to Planning Code Section 207.3, only one dwelling-unit may be legalized that exceeds the permitted density authorized for that zoning district. The RH-2 zoning district allows two dwelling-units per lot. The subject property is a nonconforming property, with a third dwelling unit on a lot zoned RH-2. The Project Sponsor subdivided the existing three-unit building into six separate units; therefore only one dwelling unit may be legalized. Additionally, the unauthorized units were created by subdividing existing dwellings and are therefore ineligible from being authorized as an accessory dwelling unit per Planning Code Section 207(c)(4)(C)(iii), since they take space from an existing unit. Furthermore, as a multifamily property, it is ineligible to add an accessory dwelling unit under the recent ADU Ordinance 95-17 [Planning Code Section 207(c)(6)], since it is not a single-family home.

## SITE DESCRIPTION AND PRESENT USE

The Project is on the north side of Newcomb Avenue, between Third and Newhall Streets, Block 5306, Lot 006 and located within the RH-2 (Residential House, Two-Family) Zoning District with a 40-X Height and Bulk designation in the Bayview Neighborhood. The Project Site is a level lot, 100 feet in depth, with a 25 foot frontage along Newcomb Avenue. The site is developed with an existing three-story three-family residence, is built to the front property line, and has a rear yard of 34 feet in depth. The existing building was constructed in 1933, and is clad in stucco with brick on the ground floor, and has front bay windows, decorative columns and plaster work, red roofing tile and a one-car garage. The property is currently being used as a six-family dwelling, with two units on each floor.

On July 2, 2015, the City Attorney's Office informed the Planning Department about a series of complaints that were received regarding public nuisance conditions at twelve (12) properties throughout the Bayview Neighborhood, including the subject property. Following receipt of the complaints, it was noted that the properties were all owned by Chuan Zhu (aka Trent Zhu) or Xiaoqi Wu (aka Judy Wu), with the same mailing address. Mr. Zhu and Ms. Wu, a husband and wife, individually own all twelve properties, with one name on the property deed.

Subsequently, joint inspections of all twelve properties were conducted on September 1, 2015, and September 2, 2015. The inspections were conducted by the City Attorney's Office, Planning Department, Department of Building Inspection, Department of Public Health, the San Francisco Fire Department, and San Francisco Police Department. Ms. Wu was also in attendance to grant access to each property.

The inspections revealed that the properties in question had constructed unauthorized units, often exceeding the maximum allowable density.

The properties inspected, as well as the results of the inspections, are below.

Property	Authorized Use	Zoning District	Actual Use	Maximum Density <sup>1</sup>	Allowable	Net Units
38 Carr Street	1 unit	RH-1	4 units	3 units (1 ADU)		-1
1270-1272 Fitzgerald Avenue	2 units	RM-1	4 units	4 units		0
1050 Gilman Avenue	1 unit	RH-1	5 units	3 units ( 1 ADU)		-2
1083 Hollister Avenue	1 unit	RH-1	4 units	3 units (1 ADU)		-1
947 Innes Avenue	1 unit	RH-1(S)	2 units	2 units		0
1187 Palou Avenue	1 unit	RH-1	3 units	3 units (1 ADU)		0
1351 Revere Avenue	1 unit	RH-2	7 units	4 units (1 ADU)		-3
1465 Revere Avenue	1 unit	RH-2	2 units	2 units		0
1290 Shafter Avenue	1 unit	RH-1	3 units	3 units (1 ADU)		0
1395 Shafter Avenue	1 unit	RH-1	5 units	3 units (1 ADU)		-2
1824 Jennings Street	1 unit	RH-1	4 units	3 units (1 ADU)		-1

<sup>1</sup> Please note that the "Maximum Allowable Density" includes the maximum number of dwelling units allowed in the zoning district, plus the one unit legalization (under Planning Code Section 207.3) allowed per lot, plus one Accessory Dwelling Unit (under Planning Code Section 207(c)(6)) if eligible.

1656 Newcomb Avenue	3 units	RH-2	6 units	4 units <sup>2</sup>	-2
Cumulative across all twelve properties			49 units	37 units	-12

The units were almost entirely occupied by voucher holders under the San Francisco Housing Authority (SFHA). Specifically, the majority of the tenants were part of the Housing and Urban Development – Veterans Affairs Supportive Housing (HUD-VASH) Program. The remainder of the tenants were under the Housing Choice Voucher (HCV) Program (formerly known as Section 8). Prior to each tenant receiving their rental subsidy, each unit passed an inspection by the SFHA to ensure that the units met Housing Quality Standards (HQS). HQS are national minimum standards established by HUD to ensure that subsidized units are safe, decent, and sanitary<sup>3</sup>. FHA’s inspection for HQS purposes does not include verifying the legality of any such unit.

On September 11, 2015, Code Enforcement staff issued Notices of Enforcement against all twelve properties, for the construction of dwelling units without authorization and for exceeding the maximum allowable density within their respective zoning districts (excepting 1270-1272 Fitzgerald Avenue, 947 Innes Avenue, and 1465 Revere Avenue). The notices instructed the owners to abate the violations by filing Building Permit Applications at each property to legalize all eligible units, and remove any that were not eligible.

On September 30, 2015, with no action taken by the owners, Notices of Violation were issued against eleven of the twelve properties<sup>4</sup> for failure to begin the legalization process by filing a Building Permit Application.

On October 15, 2015, the property owners individually appealed the Notices of Violation against all properties, with no evidence submitted to dispute the Notice of Violation.

On November 10, 2015, a Zoning Administrator Hearing was held. Both Mr. Zhu and Ms. Wu attended the hearing. During the hearing, although they provided no evidence to refute the violations, they stated that they felt encouraged by the City to create as many units as possible for low-income tenants. The violations for all properties were upheld on the basis that the property owners confirmed and acknowledged they were in violation on the date of issuance.

## SURROUNDING PROPERTIES AND NEIGHBORHOOD

The subject property is located in the Bayview Neighborhood, within Supervisorial District 10. The neighborhood is characterized by two- to three- story multifamily buildings, interspersed with some single-family homes, that date from the late nineteenth and early twentieth centuries and exhibit a variety

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<sup>2</sup> 1656-1658 Newcomb Avenue is a nonconforming property, with three dwelling units on a lot zoned RH-2. Legalization of an unauthorized unit, for a total of four dwelling units, is permitted by Planning Code Section 207.3, which states that one dwelling unit constructed prior to January 1, 2013 without benefit of permit and used as residential space may be granted legal status, regardless of the density limits of the zoning district.

<sup>3</sup> See Question 12, <http://www.sfha.org/SFHA%20Programs%20Documents/Frequently%20Asked%20Questions.pdf>

<sup>4</sup> A Notice of Violation for 1270-1272 Fitzgerald Avenue was issued on October 23, 2015. The preceding Notice of Enforcement was amended and re-issued on October 2, 2015 due to an error in the original concerning the zoning district and abatement instructions.

of architectural styles. Immediately to the west of the property is a multifamily building that is the mirror image of the subject property and to the east the property abuts the rear yards of the properties fronting on Third Street. At the end of the block is the Third Street commercial corridor and further east on Newcomb Avenue is the Joseph Lee Recreation Center.

## BUILDING PERMIT NOTIFICATION

TYPE	REQUIRED PERIOD	NOTIFICATION DATES	DR FILE DATE	DR HEARING DATE	FILING TO HEARING TIME
311 Notice	30 days	September 12, 2016 – October 12, 2016	October 12, 2016	November 16, 2017	400 days

## HEARING NOTIFICATION

TYPE	REQUIRED PERIOD	REQUIRED NOTICE DATE	ACTUAL NOTICE DATE	ACTUAL PERIOD
Posted Notice	10 days	November 6, 2017	November 6, 2017	10 days
Mailed Notice	10 days	November 6, 2017	November 6, 2017	10 days

## PUBLIC COMMENT

	SUPPORT	OPPOSED	NO POSITION
Adjacent neighbor(s)			
Other neighbors on the block or directly across the street			
Neighborhood groups			

The Housing Rights Committee of San Francisco has expressed opposition to the project and the loss of housing stock that would result. Their position is that all units should be retained in order to ensure no displacement among the tenants.

## DR REQUESTOR

Frederick Bryant, 1290 Shafter Avenue, San Francisco, CA 94124. The DR Requestor's residence is approximately 0.62 miles (direct) to the southeast of the subject property. The DR Requestor is a tenant of a separate property owned by the Project Sponsor.

## DR REQUESTOR'S CONCERNS AND PROPOSED ALTERNATIVES

The DR Requestor is concerned that the Project will cause tenant displacement. The DR Requestor recommends that the sinks and doors not be removed.

Reference the *Discretionary Review Application* for additional information. The *Discretionary Review Application*, dated October 12, 2016, is an attached document.

## **PROJECT SPONSOR'S RESPONSE TO DR APPLICATION**

The Project Sponsor is required by the City to do the proposed work. The Project Sponsor would agree to keep sinks and doors to minimize tenant displacement.

Reference the *Response to Discretionary Review* for additional information. The *Response to Discretionary Review*, dated June 15, 2017, is an attached document.

## **ENVIRONMENTAL REVIEW**

The Department has determined that the proposed project is not considered a Project, as defined by CEQA Section 21065 and State CEQA Guidelines Section 15378, and therefore is not subject to CEQA review.

## **PROJECT ANALYSIS**

Generally, the Planning Department supports the creation, and legalization, of dwelling units to increase the supply of housing for San Francisco residents. Likewise, the Department discourages demolition or removal of existing dwelling units to prevent loss of housing stock and the displacement of existing tenants. While additional housing is desirable, the City also needs to maintain standards for the quality of dwelling units. New, and legalized, dwelling units are required to meet minimum life and safety standards of the Building Code and development standards of the Planning Code (with some exceptions for dwelling unit legalizations) to ensure the safety and livability of the units.

In the case of the subject property, an existing legal non-conforming three-unit building was subdivided into six dwelling-units without benefit of Building Permit Applications, and not constructed in compliance with Building and Planning Code standards. The subject property in its current form cannot be legalized and retention of all units is not possible under current Planning Code provisions. As a result, some unauthorized units, which have been rented to tenants, must be removed.

The Project proposes to abate the Planning Code violations uncovered by the City Attorney's Task Force Investigation in September 2015 by legalizing one dwelling unit and removing two unauthorized dwelling-units. Following the discovery of the subdivision, and numerous other violations of City Codes, at the subject property, the Planning Department proceeded to work to maximize the number of dwelling-units retained at the property, while also engaging with the Mayor's Office of Housing and Community Development (MOHCD), the Office of the Mayor (Mayor's Office), the San Francisco VA Medical Center (SFVA), and the SFHA to minimize tenant displacement in the event of dwelling unit loss.

With regards to the retention of the unauthorized units, one such unit is eligible for legalization under Ordinance 43-14, which waives the requirements for open space, density, exposure, rear yard and parking for the unit being legalized. A legalized unit does not need to have access to a yard, or other open space, and does not need to have a single window that faces onto a yard or the street. The legalized unit would have to meet the minimum life safety standards of the building code. Under Ordinance 43-14, only one such unit per lot is eligible for legalization. As seen on the building plans for the Project, the unauthorized dwelling-unit on the ground floor identified as "1654A" is proposed to be legalized. Additionally, the legal dwelling units on the second and third floor are proposed to merge with the unauthorized dwelling units on the second and third floors to restore these dwelling units to their

authorized configuration (“1656” and “1658”). As this legalizes an unauthorized dwelling-unit on the ground floor, the maximum of one legalization per lot is reached.

The ADU program for multifamily buildings (Section 207(c)(4)) does not permit space from existing units to be used to create an ADU. The Project is therefore ineligible to convert an unauthorized unit to an ADU.

The DR Requestor proposes to keep all the doors and sinks in the unauthorized units. The Department limits the types of plumbing fixtures permitted in disconnected or independently accessible rooms in order to hinder the creation of unauthorized dwelling units, as has happened with the subject property. The removal of kitchen sinks from the unauthorized units being removed and the removal of doors (or other internal separations) is required to reintegrate the unauthorized units with the existing dwelling units. Retaining the sinks in the former kitchen and the individual entry doors from a common vestibule would allow for the continued use of the front and rear of the second floor and the third floor as substandard dwelling-units.

With respect to the DR Requestor’s concern that removing the units will cause tenant displacement, the Department has recommended that the Project incorporate the maximum number of dwelling-units permitted by the Planning Code. The existing building already exceeds the permitted residential density for the site, and further retention of the unauthorized units is not feasible under the provisions of the Planning Code.

<b>RECOMMENDATION:</b> <b>Do not take DR and approve the project as proposed</b>
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#### **BASIS FOR RECOMMENDATION**

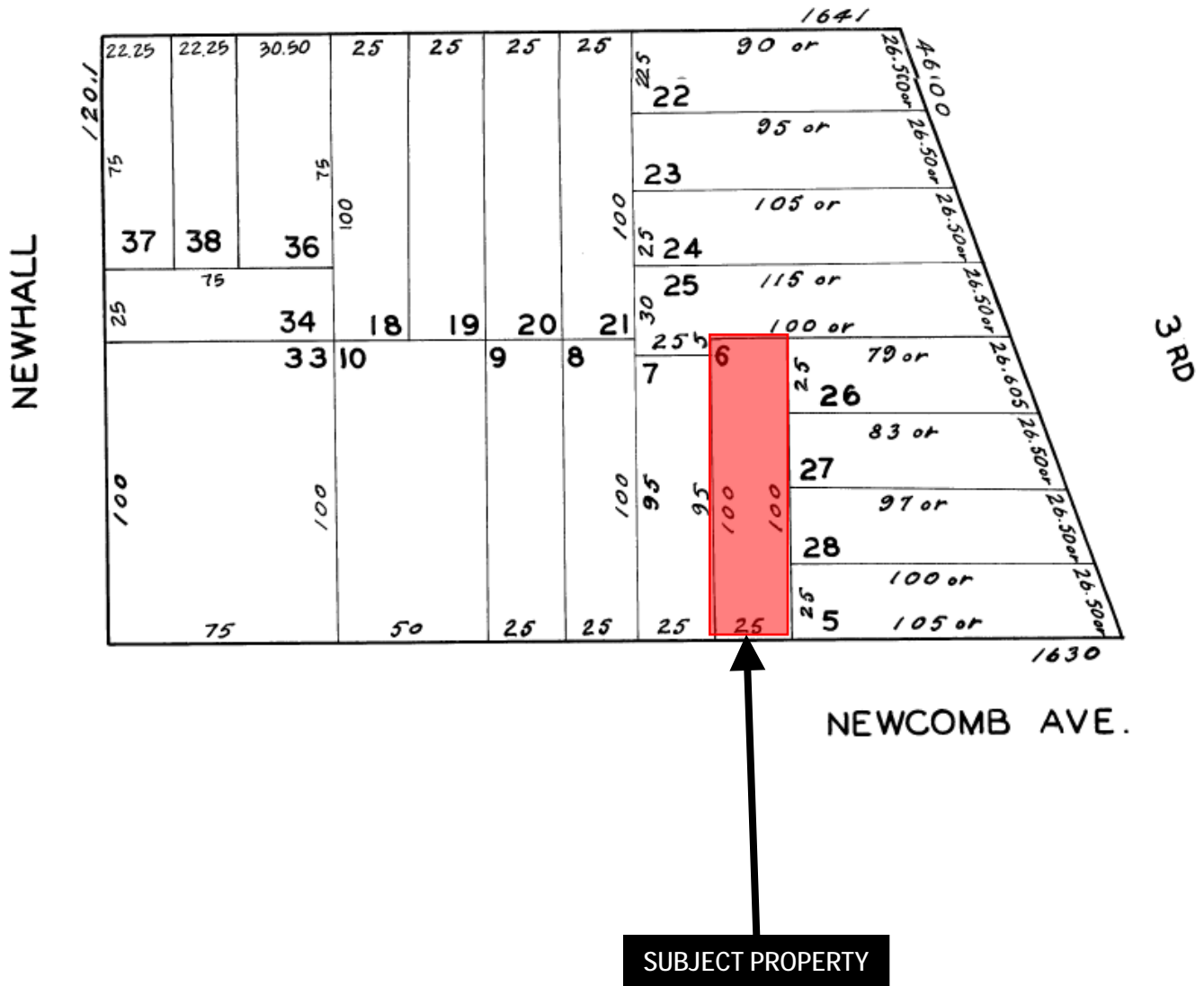
- The project as conditioned would maximize the number of dwelling units on the lot, to the extent permitted by the Planning Code.
- The Project would bring the residential building into compliance with the Planning Code.

#### **Attachments:**

Block Book Map  
Sanborn Map  
Zoning Map  
Aerial Photographs  
Context Photographs  
Section 311 Notice  
DR Application  
Response to DR Application dated June 15, 2017  
Reduced Plans

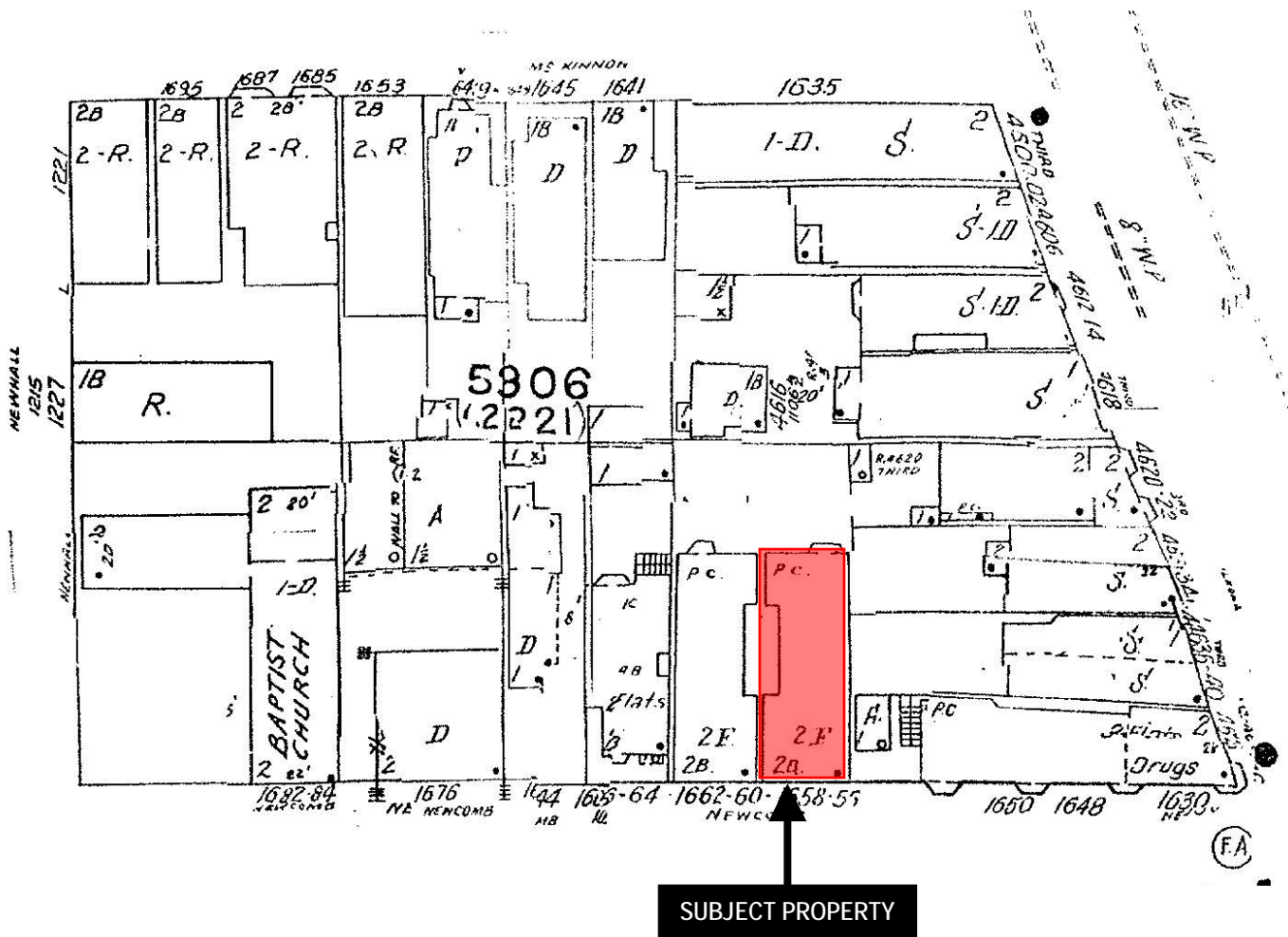
*ES: I:\Cases\2016\2016-000343DRP - 1656-1658 Newcomb Avenue\DR - Full Analysis\_1656-1658 Newcomb.docx*

# Parcel Map



Discretionary Review Hearing  
**Case Number 2016-000343DRP**  
 1656-1658 Newcombe Avenue  
 November 16, 2017

# Sanborn Map\*

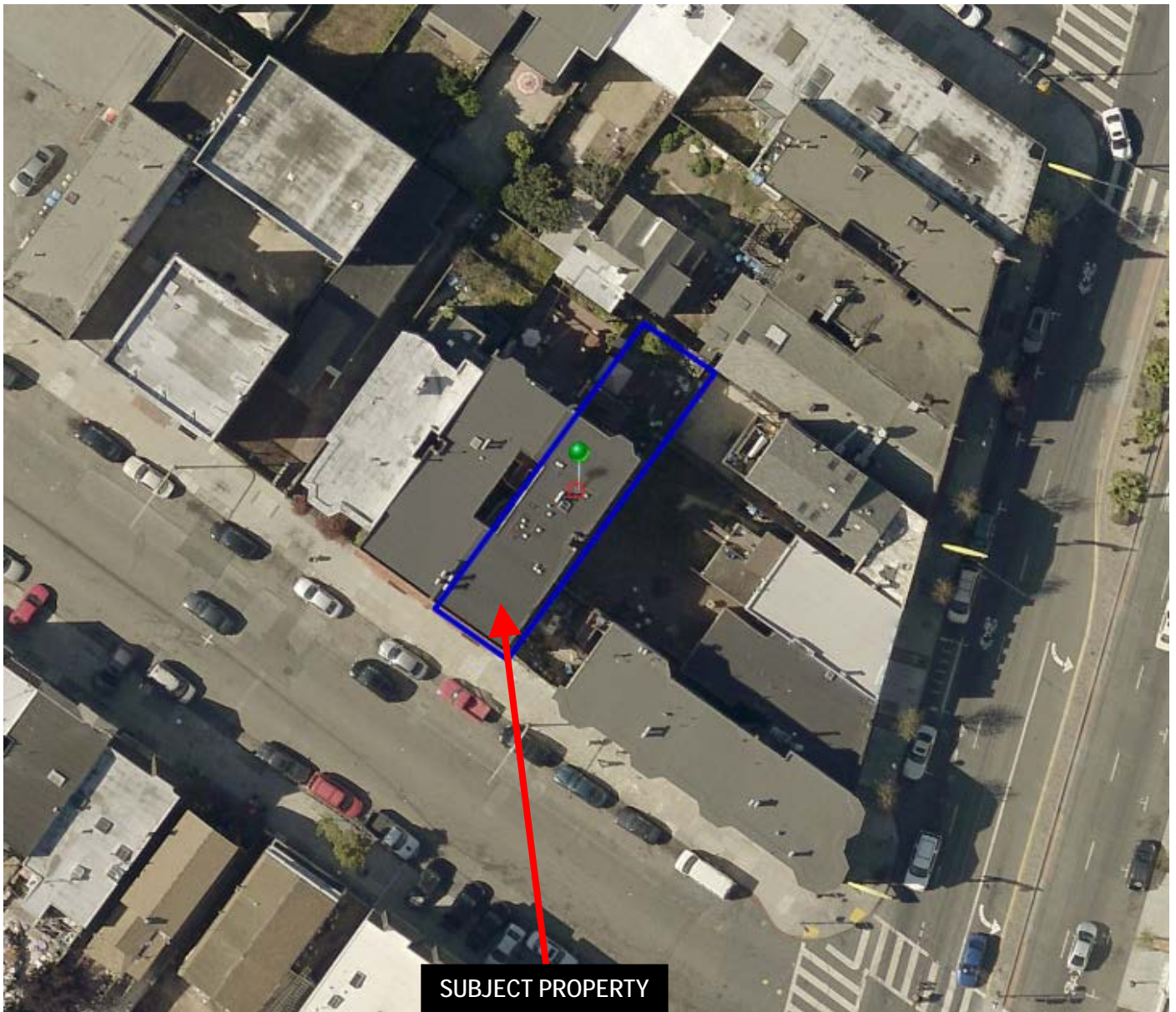


\*The Sanborn Maps in San Francisco have not been updated since 1998, and this map may not accurately reflect existing conditions.

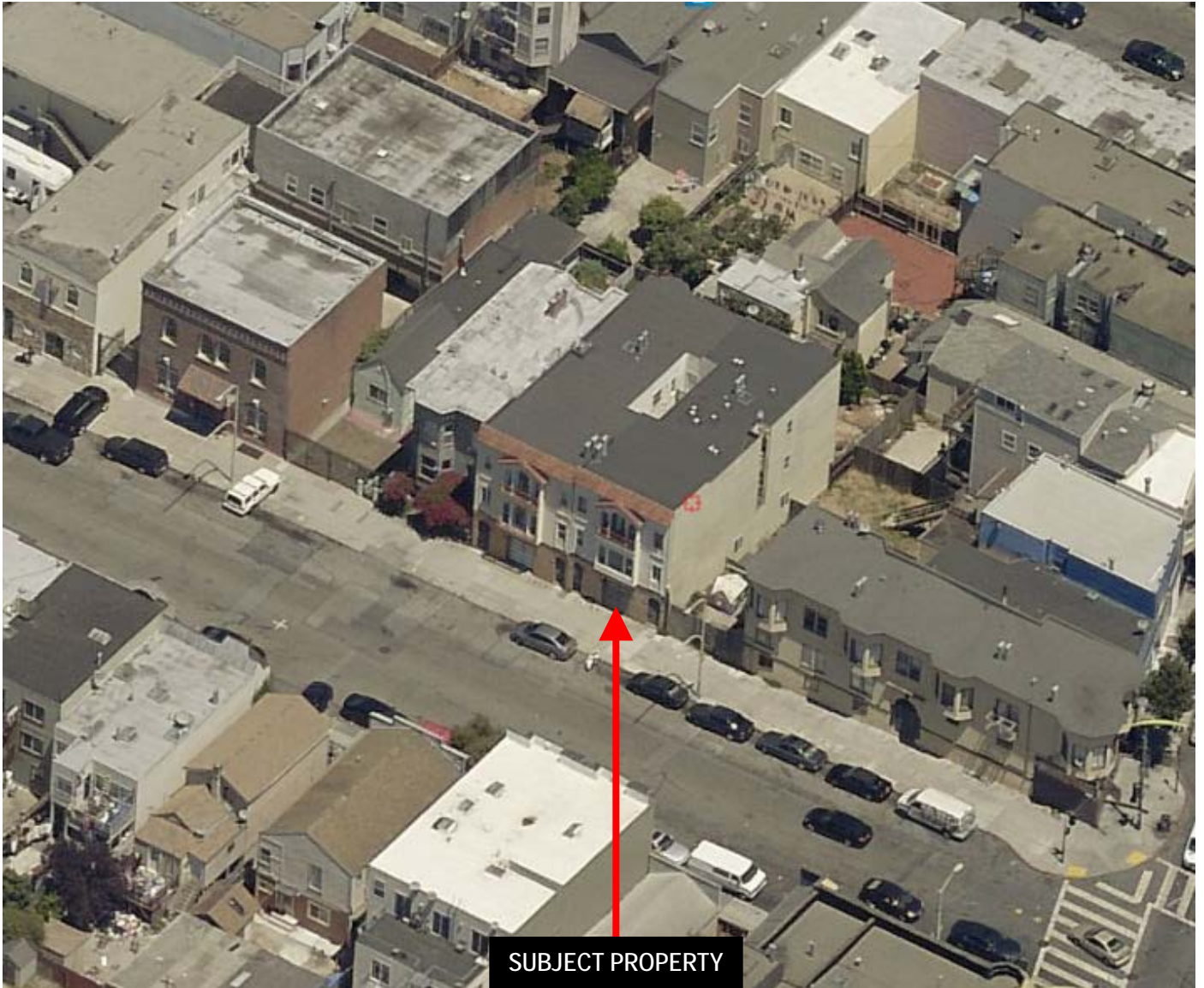




# Aerial Photo



# Aerial Photo

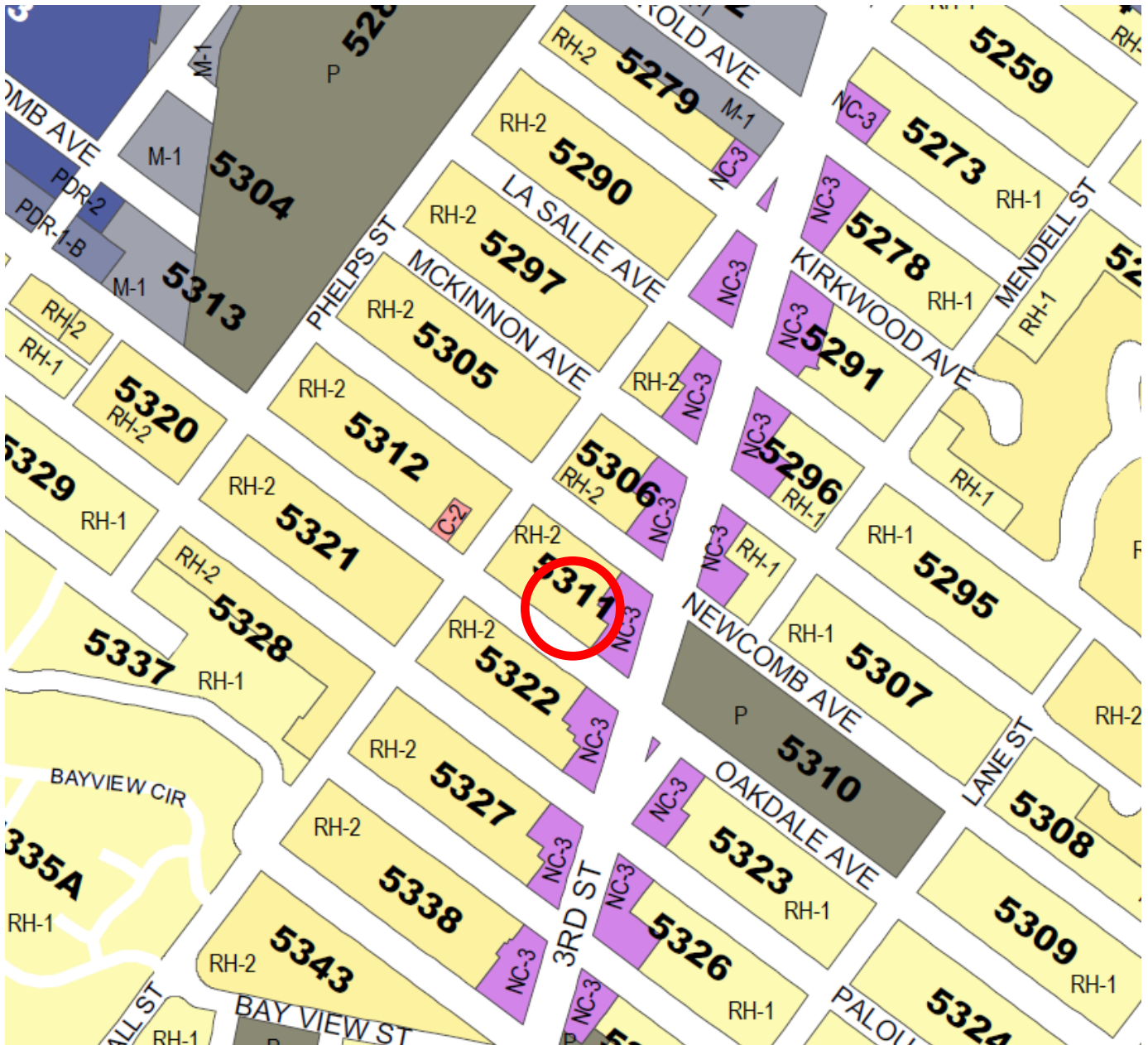


SUBJECT PROPERTY





# Zoning Map



Discretionary Review Hearing  
Case Number 2016-000343DRP  
1656-1658 Newcombe Avenue  
November 16, 2017

# Site Photo



Discretionary Review Hearing  
Case Number 2016-000343DRP  
1656-1658 Newcombe Avenue  
November 16, 2017



# SAN FRANCISCO PLANNING DEPARTMENT

1650 Mission Street Suite 400 San Francisco, CA 94103

## NOTICE OF BUILDING PERMIT APPLICATION (SECTION 311)

On **December 22, 2015**, the Applicant named below filed Building Permit Application No. **2015.11.10.2339** with the City and County of San Francisco.

PROPERTY INFORMATION		APPLICANT INFORMATION	
Project Address:	<b>1656-1658 Newcomb Avenue</b>	Applicant:	<b>Judy Wu</b>
Cross Street(s):	<b>Newhall and 3rd Streets</b>	Address:	<b>362 Gellert Boulevard</b>
Block/Lot No.:	<b>5306/006</b>	City, State:	<b>Daly City, CA 94015</b>
Zoning District(s):	<b>RH-2 / 40-X</b>	Telephone:	<b>(415) 218-8291</b>

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		
<input type="checkbox"/> Demolition	<input type="checkbox"/> New Construction	<input type="checkbox"/> Alteration
<input type="checkbox"/> Change of Use	<input type="checkbox"/> Façade Alteration(s)	<input type="checkbox"/> Front Addition
<input type="checkbox"/> Rear Addition	<input type="checkbox"/> Side Addition	<input type="checkbox"/> Vertical Addition
PROJECT FEATURES	EXISTING	PROPOSED
Building Use	Residential	No Change
Building Setbacks	No Change	No Change
Number of Stories	3	No Change
Number of Dwelling Units	6	4
Number of Parking Spaces	1 car	1 car, 2 bicycle

### PROJECT DESCRIPTION

The proposal is to remove two unauthorized dwelling units on the second and third floors (by merger with existing units) and to legalize one dwelling unit on the ground floor, pursuant to Ordinance 43-14, in an existing three-unit building. The project would result in a total of four dwelling units at the property.

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 tenant counseling and/or legal services, please contact the San Francisco Rent Board** at: 25 Van Ness Avenue, Suite 320, San Francisco, CA 94102-6033; (415) 252-4602; <http://sfrb.org>; or refer to the Rent Board Referral Listing August 2015: <http://www.sfrb.org/Modules/ShowDocument.aspx?documentid=1917> or the San Francisco Housing Resource Guide: Mayor's Office of Housing and Community Development April 30, 2015 <http://www.sfmohcd.org/modules/showdocument.aspx?documentid=8077>.

**For more information, please contact Planning Department staff:**

Planner: Ella Samonsky  
Telephone: (415) 575-9112  
E-mail: [ella.samonsky@sfgov.org](mailto:ella.samonsky@sfgov.org)

Notice Date: 9/12/16  
Expiration Date: 10/12/16



# 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](http://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](http://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](http://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](http://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.

RECEIVED

OCT 12 2016

Application for **Discretionary Review**

CASE NUMBER:  
For Staff Use only

2016-000343 DRP

# APPLICATION FOR CITY & COUNTY OF S.F. PLANNING DEPARTMENT **Discretionary Review**

## 1. Owner/Applicant Information

DR APPLICANT'S NAME: FREDERICK BRYANT		
DR APPLICANT'S ADDRESS: 1290 SHAFTER AVENUE, SAN FRANCISCO	ZIP CODE: CA 94124	TELEPHONE: (831 ) 240-8815

PROPERTY OWNER WHO IS DOING THE PROJECT ON WHICH YOU ARE REQUESTING DISCRETIONARY REVIEW NAME: JUDY WU		
ADDRESS: 362 GELLERT BLVD., DALY CITY	ZIP CODE: CA 94015	TELEPHONE: (415 ) 218-8291

CONTACT FOR DR APPLICATION:		
Same as Above <input checked="" type="checkbox"/>		
ADDRESS:	ZIP CODE:	TELEPHONE:
		( )
E-MAIL ADDRESS:		

## 2. Location and Classification

STREET ADDRESS OF PROJECT: 1656-1658 NEWCOMB AVE, SAN FRANCISCO		ZIP CODE: CA 94124
CROSS STREETS: NEWHALL AND 3RD STREETS		

ASSESSORS BLOCK/LOT: 5306 /006	LOT DIMENSIONS: 25X100	LOT AREA (SQ FT): 2500	ZONING DISTRICT: RH-2	HEIGHT/BULK DISTRICT: 40-X
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## 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 ☐  
6 UNITS

Present or Previous Use:

Proposed Use: 4 UNITS

Building Permit Application No. 2015.11.10.2339

Date Filed: 12/22/2015

#### 4. Actions Prior to a Discretionary Review Request

Prior Action	YES	NO
Have you discussed this project with the permit applicant?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Did you discuss the project with the Planning Department permit review planner?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Did you participate in outside mediation on this case?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

#### 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.

NO RESULT.

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# 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.

Will cause tenant displacement.

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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:

Will cause tenant displacement.

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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?

Keep the sink and doors.

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## 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: Fred Bryan

Date: 10/12/2016

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

TENANT  
Owner / Authorized Agent (circle one)

# 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	<input type="checkbox"/>
Address labels (original), if applicable	<input type="radio"/>
Address labels (copy of the above), if applicable	<input type="radio"/>
Photocopy of this completed application	<input type="checkbox"/>
Photographs that illustrate your concerns	<input checked="" type="checkbox"/>
Covenant or Deed Restrictions	<input checked="" type="checkbox"/>
Check payable to Planning Dept.	<input type="checkbox"/>
Letter of authorization for agent	<input type="checkbox"/>
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)	<input checked="" type="checkbox"/>

## 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: William LewisDate: 10/12/16



**SAN FRANCISCO  
PLANNING  
DEPARTMENT**

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

**Central Reception**  
1650 Mission Street, Suite 400  
San Francisco CA 94103-2479

TEL: **415.558.6378**  
FAX: **415 558-6409**  
WEB: **<http://www.sfplanning.org>**

**Planning Information Center (PIC)**  
1660 Mission Street, First Floor  
San Francisco CA 94103-2479

TEL: **415.558.6377**

*Planning staff are available by phone and at the PIC counter.  
No appointment is necessary.*



SAN FRANCISCO  
PLANNING  
DEPARTMENT

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

T: 415.558.6378  
F: 415.558.6409

# APPLICATION PACKET FOR Discretionary Review

Pursuant to Planning Code Section 311 (d) and 312 (e), the Planning Commission may exercise its power of Discretionary Review over a building permit application.

Planning Department staff are available to advise you in the preparation of this application. Call (415) 558-6377 for further information.

## WHAT IS A DISCRETIONARY REVIEW?

The Planning Commission has discretion over all building permit applications. Normally, this discretion is delegated to the Planning Department, which approves applications that meet the minimum standards of the Planning Code, including the priority policies of Code Section 101.1.

From time to time the Commission will review a permit application. The Commission may determine that modifications to the proposed project are necessary in order to protect the public interest. If so, they can require the permit applicant to make the necessary changes. The Department will disapprove the application unless the required changes are made. This process of Commission consideration is commonly known as "Discretionary Review" or simply "DR". By filing a DR application, a member of the public is asking the Commission to exercise its discretionary power.

Discretionary Review is a special power of the Commission, outside the normal building permit application approval process. It is supposed to be used only when there are exceptional and extraordinary circumstances associated with a proposed project. The Commission has been advised by the City Attorney that the Commission's discretion is sensitive and must be exercised with utmost constraint.

## WHEN IS A DISCRETIONARY REVIEW NECESSARY?

If no resolution is achieved between neighbors or with the help of Department staff, or Community Board mediation services, the Commission will hold a public hearing after the close of the notification period in which it will consider whether to approve, disapprove or require modifications to the project. The Commission will make its decision on the case based on the materials submitted by the permit applicant, DR requester and interested parties, as well as the testimony presented to the Commission at the scheduled public hearing.

## HOW DOES THE PROCESS WORK?

Applicants requesting Discretionary Review must fill out the attached application and submit it in person at the Planning Information Center, 1660 Mission Street, first floor, with the required materials along with a check payable to the Planning Department. (Please consult the current fee schedule, available at the Planning Information Center.)

The application will not be accepted by mail, messenger or at the Planning Department reception desk. The planner will gather comments and concerns from the neighborhood during the notification period. Neighborhood support or opposition will be reflected in a staff report presented at the Planning Commission hearing complete with the Planning Department recommendation to the Planning Commission to either take Discretionary Review or not take Discretionary Review.

## WHO MAY APPLY FOR A DISCRETIONARY REVIEW AND WHEN CAN ONE APPLY?

Once the planner determines the minimum standards are met and the project is approvable, the Department will mail a notice to residents and property owners within 150 feet of the subject property and neighborhood organizations. The notice describes the project, and generally includes copies of the plans. The application is held for up to 30 days to allow neighbors to assess the project and determine whether there are any exceptional and extraordinary circumstances which they feel warrant DR and, if so, to file a DR request. The Planning Department only accepts DR requests during this 30-day public notification period. If a DR is requested, the Zoning Administrator shall set a time for hearing requests for discretionary review by the Planning Commission within a reasonable period. In addition to requesting discretionary review by the Planning Commission, one may appeal the issuance of the permit to the Board of Appeals. Such an appeal may be filed within 15 days of the date of permit issuance. (Permits are officially issued by the Central Permit Bureau [558-6070], which comes well after Planning approval.)

## INSTRUCTIONS:

Applicants requesting Discretionary Review must fill out the attached application and submit it in person at the Planning Information Center, 1660 Mission Street, first floor, with the required materials along with a check payable to the Planning Department. (Please consult the current fee schedule, available at the Planning Information Center.) The application will not be accepted by mail, messenger or at the Planning Department reception desk. Answer all questions fully. Please type or print in ink. Attach additional pages as necessary, labeling all additional pages with the address of the property for which you are requesting Discretionary Review. Please number each page accordingly. You must provide each of the following to accompany your Discretionary Review application.

Please provide the following materials with this application:

- **Mailing Lists:** Two copies of a typewritten list including all the parties listed below must be submitted with your application. The first copy must be on self-adhering labels, and the second must be a photocopy of the labels (or a second set of labels). Include the names and addresses of the building permit applicant, the DR applicant, and concerned party. Please also include names and addresses for all abutting properties and those across the street. Please see the diagram on page 4. The names and addresses for the mailing list can be obtained at the Assessor's Office, City Hall, Room 190.
- **Discretionary Review Application:** Legibly print your name, address and phone number on the appropriate lines. If you are acting as an authorized agent, please indicate the name of the party you represent in the appropriate section. You should answer all the questions on the application. Include specific reasons for requesting Discretionary Review and a clear description of the proximity of your property to the subject site. Be specific as possible, especially in describing issues of concern. List all concerns and explain fully all projected impacts on surrounding properties, alternatives to the project, suggested changes to the project or other measures that would reduce the potential impacts. It is important to suggest reasonable alternatives, recognizing that the permit applicant normally would be allowed to build their project as originally proposed.
- **Additional Copy of Discretionary Review Application:** Please submit an additional copy of the completed Discretionary Review Application. This copy will be sent to the permit applicant of whose project you are requesting discretionary review.
- **Photographs:** Please include photographs of both the subject site and surrounding street frontages that are helpful in demonstrating your concerns. Please show the existing and anticipated neighborhood impact. Photographs should be adequate in size to show the nature of the property. In addition, please include photos showing specific concerns. Identify on the back of the photo the address of the buildings photographed, including the subject site and the point from which the photograph was taken.

- If you are aware of relevant covenants or deed restrictions on the property relevant to the subject of this Application, describe these restrictions, or submit a copy and indicate their expiration date, if any. (Note: covenants bind the owner, not the City.)
- In making this application for DR, you are requesting that the Planning Commission exercise control over a project that meets the zoning standards applicable to the subject site. The Commission only does this where exceptional and extraordinary circumstances exist. The burden of showing why a project that meets the minimum standards should be denied or modified rests with the DR Applicant. Consequently, you must make your request to the Planning Commission clear and concise. In addition to the written statement provided in your application, you may submit other materials that help prove your case. (Please keep submissions to 8.5" by 14" if possible, and preferably 8.5" by 11".) All plans, photographs and other exhibits submitted with this application will be retained as part of the permanent public record.
- Supplemental materials for the Commission to review in addition to the initial DR application these materials must be submitted to the project planner by the Wednesday, one week prior to the hearing date to be included with the staff case report. Please contact the project planner for the amount of copies required. The supplemental materials shall be submitted on 8 1/2" x 11" (folded 11" x 17" reduced plans may also be accepted). Materials not submitted by the deadline above shall be submitted directly to the Commission the day of the hearing.

**Fees:**

Please refer to the Planning Department Fee Schedule available at [www.sfplanning.org](http://www.sfplanning.org) or at the Planning Information Center (PIC) located at 1660 Mission Street, First Floor, San Francisco. For questions related to the Fee Schedule, please call the PIC at (415) 558-6378.

**Planning Commission Hearing Material:**

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

- Three weeks prior to hearing: Project Sponsor submits draft project graphics (plans, renderings etc) to project planner.
- Two weeks prior to hearing: Project planner submits Draft staff report (must include draft attachments) to Team Leader for review.

- Ten days prior to hearing (5pm on Monday): Deadline for submittal of all sponsor material and public comment to be included in Commission packets
- One week prior to hearing: Project planner delivers complete Commission packets to the Commission Secretary.

**ADDITIONAL INFORMATION ABOUT DISCRETIONARY REVIEW**

The Planning Commission may use its discretionary powers to review any building permit application that meets the minimum requirements and standards of the Planning and other Codes, if the Commission judges that action on the application is necessary to ensure that the interests of the City and its neighborhoods are protected. Any concerned party may request discretionary review by filing the appropriate application with the Planning Department. However, the Commission reserves this power for exceptional and extraordinary circumstances, generally involving conflicts with the City's Master Plan and the Planning Code Priority Policies

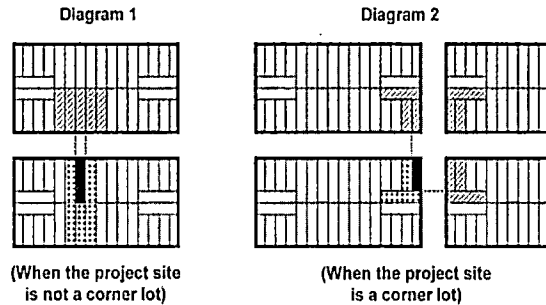
The Planning Commission derives its discretionary review authority from San Francisco's Municipal Code under the Business & Tax Regulations Code, Article 1 Permit Procedures, Section 26 (a). The authority to review permit applications that meet the minimum standards applicable under the Planning Code is set forth by City Attorney Opinion No. 845, dated May 26, 1954. The opinion states that the authority for the exercise of discretionary review is "a sensitive discretion...which must be exercised with the utmost restraint" to permit the Commission "to deal in a special manner with exceptional cases." Therefore, discretionary review should be exercised only when exceptional and extraordinary cases apply to the proposed construction, and modifications required only where the project would result in a significant impact to the public interest. The City Attorney's Opinion was reviewed in 1979 and re-affirmed with Opinion No. 79-29, dated April 30, 1979, and the power of Discretionary Review has been upheld in the courts.

**To file your Discretionary Review application, please come to the Planning Information Center (PIC) located at 1660 Mission Street to submit in person. Please bring your completed application with all required materials.**

# Notification Instructions

1. Submit two copies of a typewritten list including all the parties listed below with your application. The first copy must be on self adhering labels, and the second must be a photocopy of the labels (or a second set of labels).

- names and addresses of all concerned parties which you are aware.
- name(s) and address(es) of building permit applicant(s).
- Discretionary Review applicant's name and address.
- names and addresses of all abutting property owners and occupants and property owners and occupants directly across the street from the subject property (please see the diagram below).



## EXAMPLE OF MAILING LABEL

Block # / Lot #	#9331 / #07
Name	JOHN DOE
Address	123 South Street #2 San Francisco, CA 94100

NOTE: THIS EXAMPLE IS NOT TO REQUIRED SCALE

2. If you wish to prepare the materials yourself, block maps may be traced at the office of the Assessor, 81 Dr. Carlton B. Goodlett Place, City Hall, Room 190. The width of the public right-of-way for the streets separating the blocks may be determined at the Department of Public Works, Bureau of Street Use and Mapping, 875 Stevenson Street, Room 460, 554-5810.
3. You may, for a fee that varies by firm, have a private drafting or mailing service prepare these materials.

The following businesses have indicated that they provide professional notification services. This listing does not constitute an endorsement. Other professionals can also perform this work and can be added to this list upon request.

**Build CADD**  
3515 Santiago Street  
San Francisco, CA 94116  
(415) 759-8710

**Javier Solorzano**  
3288 - 21st Street #49  
San Francisco, CA 94110  
(415) 724-5240  
Javier131064@yahoo.com

**Jerry Brown Designs**  
619 - 27th Street, Apt. A  
Oakland, CA 94612  
(415) 810-3703  
jbdsgn328@gmail.com

**Ted Madison Drafting**  
P.O. Box 8102  
Santa Rosa, CA 95407  
(707) 228-8850  
tmadison@pacbell.net

**Notificationmaps.com**  
Barry Dunzer  
(866) 752-6266  
www.notificationmaps.com

**Radius Services**  
1221 Harrison Street #18  
San Francisco, CA 94103  
(415) 391-4775  
radiusservices@aol.com

**Notice This**  
(650) 814-6750



# What Applicants Should Know About the Public Hearing Process and Community Outreach

- A. The Planning Commission encourages applicants to meet with all community groups and parties interested in their application early in the entitlement process. Department staff is available to assist in determining how to contact interested groups. Neighborhood organization lists are available on the Department's website. Notice of the hearing will be to adjacent neighbors, the Project Sponsor, and applicable neighborhood organizations. The applicant may be contacted by the Planning Department staff with requests for additional information or clarification. An applicant's cooperation will facilitate the timely review of the application.
- B. The Commission requests that applicants familiarize themselves with the procedure for public hearings, which are excerpted from the Planning Commission's Rules and Regulations below.

**Hearings.** A public hearing may be held on any matter before the Commission at either a Regular or a Special Meeting. The procedure for such public hearings shall be as follows:

1. A brief description of the project issues and concerns by the Planning Department staff.
2. A presentation of the proposal by the DR requester -- not to exceed five (5) minutes. During the presentation, DR applicants should briefly describe their concerns about the proposed construction, how it affects their property or the neighborhood, and acceptable alternatives. Additional materials pertinent to the case may also be presented to the Commission at this time.
3. Presentation(s) supporting the DR request by other individuals or by a member of a neighborhood group or organization -- each speaker not to exceed three (3) minutes. Testimony should be kept brief and not duplicate the testimony or previous speakers. If possible, one person should be selected as the representative to make a presentation to the Commission. The Commission urges all parties supporting the DR request to limit the total length of their presentations to 15 minutes.
4. Presentation by project sponsor (building permit applicant) -- not to exceed five (5) minutes.

Project sponsor should address concerns of the DR requester and other individuals, including concerns articulated at the hearing, and demonstrate to the Commission why the project should be approved.

5. Presentation by persons or organizations supporting the project sponsor -- not to exceed three (3) minutes. The Commission urges all parties supporting the Project Sponsor to limit the total length of their presentations to 15 minutes.
6. The Commission may allow the DR requester a rebuttal not to exceed two minutes.
7. The Commission may allow the project sponsor a rebuttal not to exceed two minutes.
8. Public testimony is closed. The Commissioners may ask questions of various persons during their discussion and consideration of the project.
9. Action by Commission on the matter before it. The Commission can vote either to approve the project, approve it subject to certain modifications, disapprove it, or continue the case to a future date.

The Planning Commission action of the building permit can be appealed to the Board of Appeals within fifteen (15) days of the issuance or denial of the building permit application by the Central Permit Bureau.

- C. **Private Transcription.** The Commission President may authorize any person to transcribe the proceedings of a Regular, Special or Committee Meeting provided that the President may require that a copy of such transcript be provided for the Commission's permanent records.

5306-005  
BAYVIEW PROPERTY  
1674 REVERE AVE  
SAN FRANCISCO, CA 94124-2304

5306-005  
RESIDENT  
4642 3RD ST  
SAN FRANCISCO, CA 94124-2364

5306-005  
RESIDENT  
1648 NEWCOMB AVE  
SAN FRANCISCO, CA 94124-2358

5306-005  
RESIDENT  
1650 NEWCOMB AVE  
SAN FRANCISCO, CA 94124-2358

5306-006  
WU XIAOQI  
362 GELLERT BLVD  
DALY CITY, CA 94015-2611

5306-006  
RESIDENT  
1656 NEWCOMB AVE  
SAN FRANCISCO, CA 94124-2358

5306-006  
RESIDENT  
1658 NEWCOMB AVE  
SAN FRANCISCO, CA 94124-2358

5306-007  
TACCHINI MATTEO L  
1660 NEWCOMB AVE  
SAN FRANCISCO, CA 94124-2358

5306-007  
RESIDENT  
1662 NEWCOMB AVE  
SAN FRANCISCO, CA 94124-2358

5306-024, 025  
AKBARI AMIR  
301 BRYANT ST APT 504  
SAN FRANCISCO, CA 94107-4173

5306-025  
RESIDENT  
4616 3RD ST  
SAN FRANCISCO, CA 94124-2364

5306-025  
BUSINESS OWNER  
4618 3RD ST  
SAN FRANCISCO, CA 94124-2364

5306-026  
ACEBEY-ALBARRACIN AMERICO  
PO BOX 880964  
SAN FRANCISCO, CA 94188-0964

5306-026  
RESIDENT  
4620 3RD ST  
SAN FRANCISCO, CA 94124-2364

5306-026  
BUSINESS OWNER  
4622 3RD ST  
SAN FRANCISCO, CA 94124-2364

5306-027  
DODT DANIEL G  
1556 REVERE AVE  
SAN FRANCISCO, CA 94124-2738

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BUSINESS OWNER  
4630 3RD ST  
SAN FRANCISCO, CA 94124-2364

5306-027  
BUSINESS OWNER  
4634 3RD ST  
SAN FRANCISCO, CA 94124-2364

5306-028  
THOMAS ALISSA D  
18 GARLINGTON CT APT 270  
SAN FRANCISCO, CA 94124-2788

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BUSINESS OWNER  
4636 3RD ST  
SAN FRANCISCO, CA 94124-2364

5306-028  
BUSINESS OWNER  
4640 3RD ST  
SAN FRANCISCO, CA 94124-2364

5311-022  
MAI HAI FAN  
1671 NEWCOMB AVE  
SAN FRANCISCO, CA 94124-2318

5311-023  
MEJIA ROBERTO A  
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SAN FRANCISCO, CA 94124-2318

5311-024  
THOMAS CHARLES E  
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5311-024  
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1639 NEWCOMB AVE  
SAN FRANCISCO, CA 94124-2318

5311-025  
O SULLIVAN DENIS  
PO BOX 1092  
NOVATO, CA 94948-1092

5311-025  
RESIDENT  
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SAN FRANCISCO, CA 94124-2318

5311-025  
RESIDENT  
1633 B NEWCOMB AVE  
SAN FRANCISCO, CA 94124-2318

5311-025  
BUSINESS OWNER  
1631 NEWCOMB AVE  
SAN FRANCISCO, CA 94124-2318

5311-026  
GAGE LEONARD  
PO BOX 15568  
SAN FRANCISCO, CA 94115-0568

5311-026  
BUSINESS OWNER  
4700 3RD ST  
SAN FRANCISCO, CA 94124-2307

5311-026  
RESIDENT  
4702 3RD ST  
SAN FRANCISCO, CA 94124-2307

5311-026  
RESIDENT  
4704 3RD ST  
SAN FRANCISCO, CA 94124-2307

APPLICANT  
FREDERICK BRYANT  
1290 SHAFTER AVE  
SAN FRANCISCO, CA 94124

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4704 3RD ST  
SAN FRANCISCO, CA 94124-2307

APPLICANT  
FREDERICK BRYANT  
1290 SHAFTER AVE  
SAN FRANCISCO, CA 94124

# Affidavit for Notification Material Preparation

Notification Map, Mailing List, and Mailing Labels

Please submit this completed Affidavit with Notification Materials. Notification Materials are required for projects subject to Neighborhood Notification and certain Planning Department applications (e.g. Conditional Use Authorization, Variance, etc.).

I, Frederick Bryant, do hereby declare as follows:

1. I have prepared the Notification Map, Mailing List, and Mailing Labels for Public notification in accordance with Planning Department requirements as referenced in the Planning Code.
2. I understand that I am responsible for the accuracy of this information, and that erroneous information may require re-mailing or lead to suspension or revocation of the permit.
3. I have prepared these materials in good faith and to the best of my ability.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on this day, October 11, 2016 in San Francisco.

Date

Signature

Frederick Bryant

Name (Print), Title

tenant, neighbor

Relationship to Project, e.g. Owner, Agent, or Agent, give business name and profession)

1656 Newcomb Ave.

Project Address

5306/006

Block / Lot

# Affidavit for Notification Material Preparation

## Notification Map, Mailing List, and Mailing Labels

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Executed on this day, October 11, 2016 in San Francisco.

Frederick Bryant  
Signature

Frederick Bryant  
Name (Print), Title

tenant, neighbor  
Relationship to Project, e.g. Owner, Agent, Agent, give business name and profession

1656 Newcomb Ave.  
Project Address

5306/006  
Block / Lot

**RESPONSE TO**  
**DISCRETIONARY**  
**REVIEW (DRP)**



**San Francisco**  
**Planning**

SAN FRANCISCO PLANNING DEPARTMENT  
1650 MISSION STREET, SUITE 400  
SAN FRANCISCO, CA 94103-2479  
MAIN: (415) 558-6378 SFPLANNING.ORG

**Project Information**

Property Address: 1656-1658 Newcomb Avenue

Zip Code: 94124

Building Permit Application(s): 2015.11.10.2339

Record Number: 2016-000343DRP

Assigned Planner: Ella Samonsky

**Project Sponsor**

Name: JUDY WU

Phone: 415-218-8291

Email: JUDYWU@USA.COM

**Required Questions**

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 City is requiring the work, but we are willing to modify the project per the DR Requestor's suggestions.

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 and indicate whether they were made before or after filing your application with the City.

The DR Requestor asks that we "keep the sink and doors". We will agree to this compromise in order to minimize the displacement of low-income tenants.

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. Include an explanation of your needs for space or other personal requirements that prevent you from making the changes requested by the DR requester.

We are informed that this compromise requires Planning Commission approval.



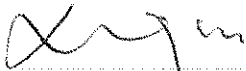
## Project Features

Please provide the following information about the project for both the existing and proposed features. **Please attach an additional sheet with project features that are not included in this table.**

	EXISTING	PROPOSED
Dwelling Units (only one kitchen per unit - additional kitchens count as additional units)	6	4
Occupied Stories (all levels with habitable rooms)	3	No Change
Basement Levels (may include garage or windowless storage rooms)	1	No Change
Parking Spaces (Off-Street)	1 car	1 car, 2 bicycles
Bedrooms	4	No Change
Height	Unknown	No Change
Building Depth	66'	No Change
Rental Value (monthly)	\$8,035	Unknown
Property Value	Unknown	Unknown

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

Signature:



Date:

6/15/17

Printed Name:

JUDY WU

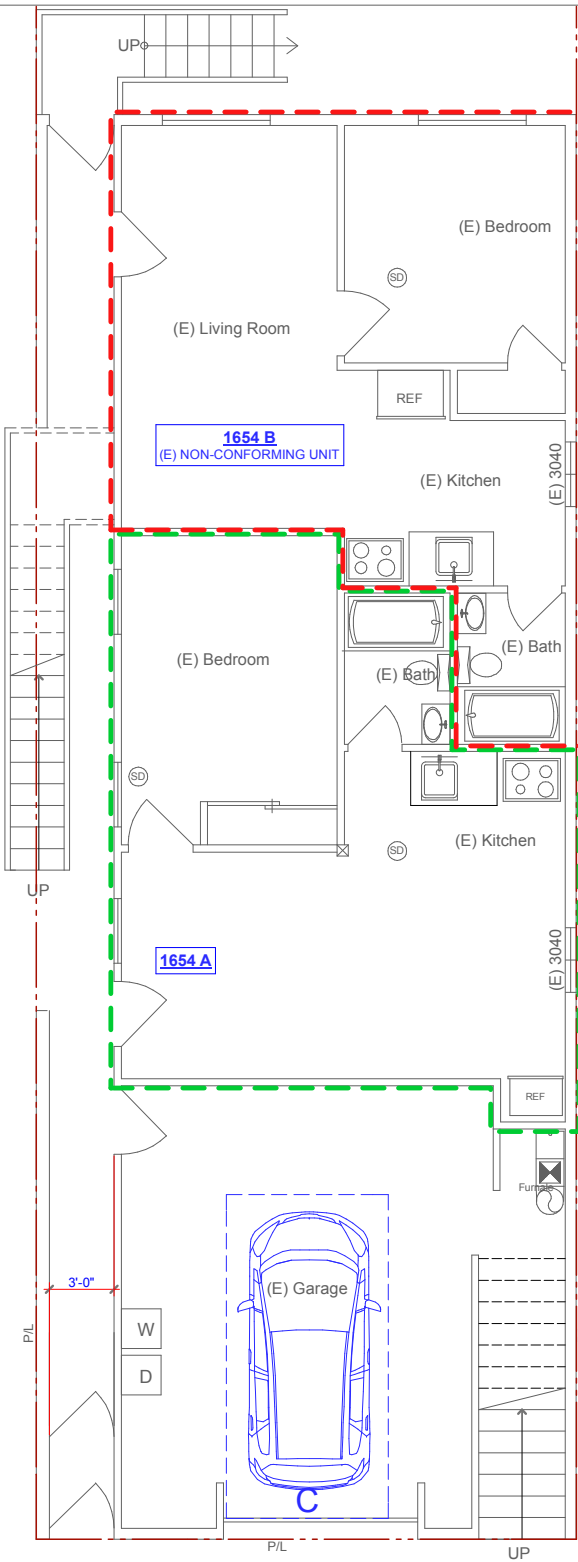


Property Owner

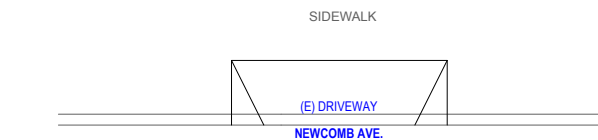


Authorized Agent

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

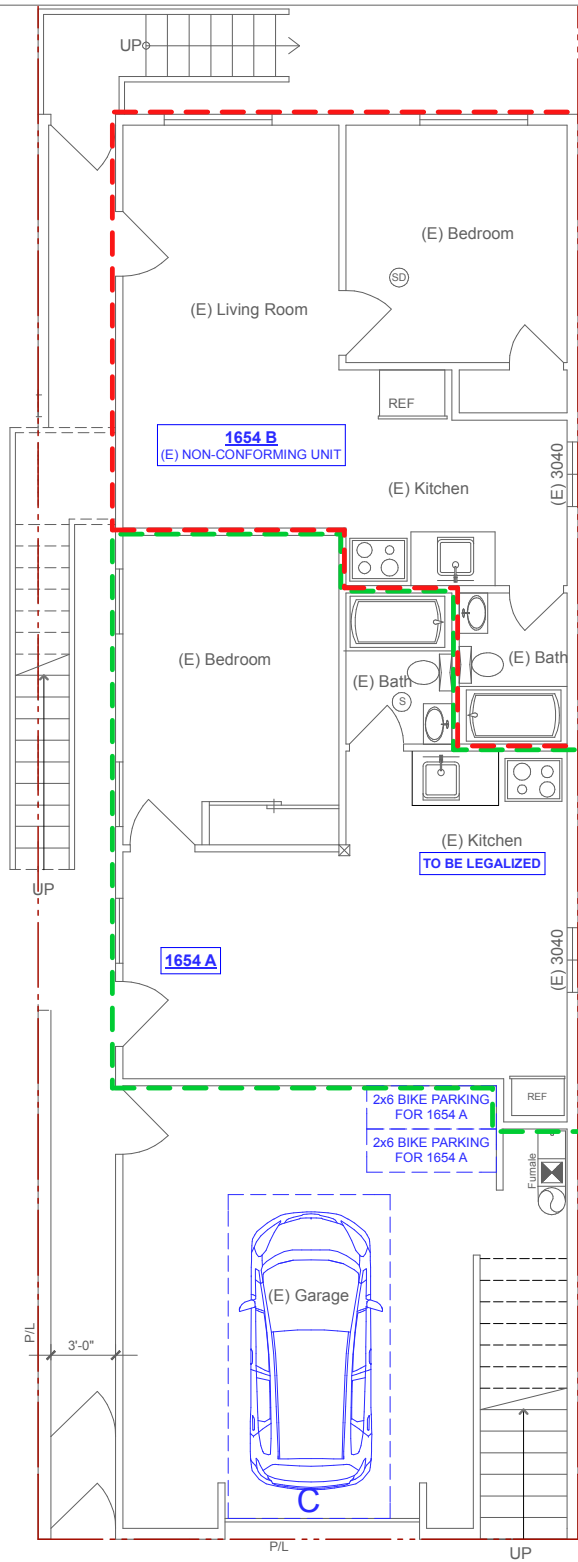


NOTE: (E) FULL BATHS ADJACENT TO LAUNDRY ROOM ON 1ST FLOOR AND ADJACENT TO EXISTING KITCHEN ON 2ND & 3RD FLOORS WERE DONE UNDER APPROVED BUILDING PERMIT APP #2010-1117-5172



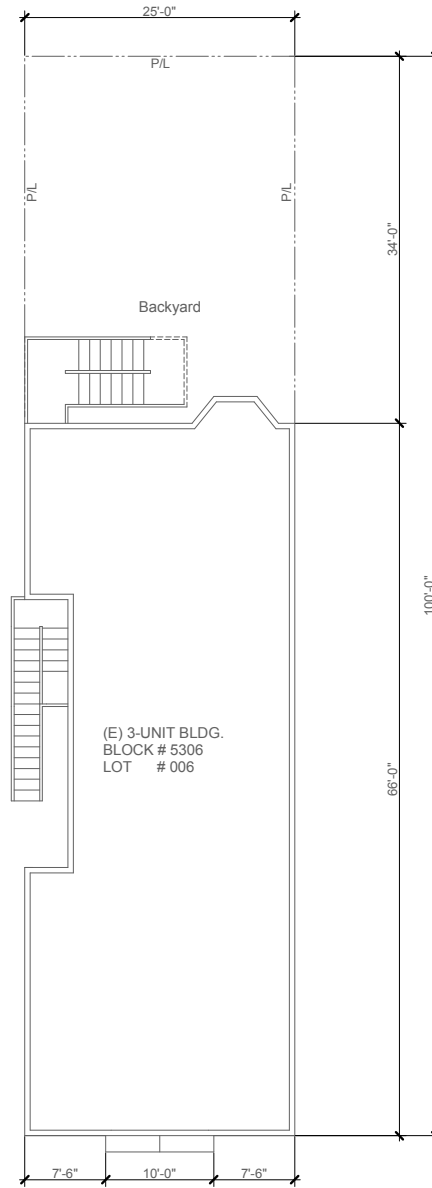
EXISTING FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"



PROPOSED 1ST FLOOR PLAN

SCALE: 1/4" = 1'-0"



SITE PLAN

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

## SCOPE OF WORK

1. LEGALIZE EXISTING 1ST FLOOR UNIT UNDER (1654 B) UNIT LEGALIZATION PROGRAM.
2. REMOVE ONE ILLEGAL KITCHEN IN 2ND FLOOR EXISTING LAUNDRY ROOM (1656 B). COMBINE 1656 A & B INTO 1656.
3. REMOVE ONE ILLEGAL KITCHEN IN 3RD FLOOR EXISTING LAUNDRY ROOM (1658 B). COMBINE 1658 A & B INTO 1658.

## PROJECT DATA

BUILDING PERMIT APP #: 2015-1110-2339  
CONSTRUCTION TYPE: 5B  
ZONING: RH-2  
# OF STORIES: 3  
OCCUPANCY TYPE: R-2  
# OF UNITS: 4 (2 EXISTING + 1 LEGAL NON-CONFORMING + 1 LEGALIZED)

## CODE COMPLIANCE

1. ALL WORK SHALL BE IN COMPLIANCE WITH THE CITY & COUNTY OF SAN FRANCISCO CODES AND:
  - a) 2013 EDITION CALIFORNIA BUILDING CODE.
  - b) 2013 EDITION CALIFORNIA PLUMBING CODE.
  - c) 2013 EDITION CALIFORNIA MECHANICAL CODE.
  - d) 2013 EDITION CALIFORNIA ELECTRICAL CODE.
  - e) 2013 CALIFORNIA ENERGY CODE.

## DRAWING INDEX

- A-1: GENERAL NOTES, SITE PLAN, EXISTING & PROPOSED 1ST FLOOR PLANS  
A-2: EXISTING & PROPOSED 2ND & 3RD FLOOR PLANS

## LEGEND

---	EXISTING TO BE REMOVED	CONC.	CONCRETE
---	EXISTING TO REMAIN	DN	DOWN
---	NEW WALL SEE DETAIL 1/A-1	(E)	EXISTING
---	SMOKE ALARM/HARDWIRED W/BATTERY BACKUP	(N)	NEW
---	SMOKE DETECTOR AND CARBON MONOXIDE COMBINATION	PW	PLYWOOD
---	BLDG	TYP.	TYPICAL
---	CLG	VIF	VERIFY IN FIELD
---		W/	WITH
---		AFF	ABOVE FINISH FLOOR

## GENERAL NOTES

1. CONTRACTOR/BUILDER SHALL VERIFY EXISTING BUILDING CONDITION PRIOR TO ANY CONSTRUCTION WORK & INSTALLATION OF FIXTURES.
2. ALL WORK SHALL COMPLY TO LATEST CBC, CMC, CPC, NEC, LOCAL CITY CODES AND ALL APPLICABLE CODES.
3. PROVIDE NEW 6x10 HEADER FOR NEW OPENINGS. (MAX 6'-0" WIDE)
4. COORDINATE ALL TV/TELEPHONE JACK LOCATION & LIGHTING FIXTURES TYPE & LOCATION.
5. VERIFY EXISTING & PROVIDE SMOKE DETECTOR IN (E) BED ROOMS AND HALLWAYS NEXT TO BED ROOMS.
6. BEDROOM WINDOW FOR PURPOSES OF EMERGENCY ESCAPE AND RESCUE SHALL HAVE A MIN. CLEAR OPENABLE WIDTH DIMENSION = 20 INCHES, AND MIN. CLEAR OPENABLE HEIGHT = 24 INCHES. W/MIN 5.75, F, MIN. OPENING. SILL HEIGHT NOT MORE THAN 44 INCHES AFF.
7. BEDROOM OUTLETS SHALL BE CONNECTED INTO AN ARC FAULT CIRCUIT INTERRUPTER.
8. REPLACE (E) WINDOW WITH NEW WINDOW / GLASS DOOR. (VINYL, DUAL PANE, U = 0.32) CONTRACTOR TO VERIFY EXACT SIZE IN FIELD.
9. REMOVE (E) CONCRETE & REPLACE WITH PERMEABLE CONCRETE PER TABLE.
10. REMOVE (E) CONCRETE & REPLACE WITH LANDSCAPING PER TABLE. USE DPW'S RECOMMENDED PLANT LIST FOR CLIMATE ZONE 3 IN BAYVIEW DISTRICT

## MECHANICAL NOTES

- M1. PROVIDE COMBUSTION AIR PER CMC CHAPTER 7 REQUIREMENTS
- M2. PROVIDE MIN 26 GAGE STEEL DUCT WITHIN GARAGE SPACE
- M3. TERMINATE GAS VENT MIN 4'-0" FROM PROPERTY LINE & 2'-0" ABOVE ANY PORTION OF A BLDG. WITHIN 10'-0"
- M4. TERMINATE EXHAUST OUTLET MIN 3'-0" FROM PROPERTY LINE & BLDG OPENING W/ BACKDRAFT DAMPER
- M5. DRYER EXHAUST DUCT 14'-0" LONG MAX. & 2-90° ELBOWS

REVISIONS	BY
3-15-16	JW
4-18-16	JW
5-24-16	JW

RESIDENCE - ALTERATION  
1654A & B, 1656, 1658 NEWCOMB AVE., SAN FRANCISCO, CA  
BLOCK 5306 , LOT 006

OWNER  
JUDY WU  
TEL: (415) 218-8291

I, Xiao Qi (Judy) Wu, the undersigned, am the owner of the subject property.

I have prepared the plans to the best of my ability and I am fully responsible for its accuracy.

Signed:

Dated: 3/16/16

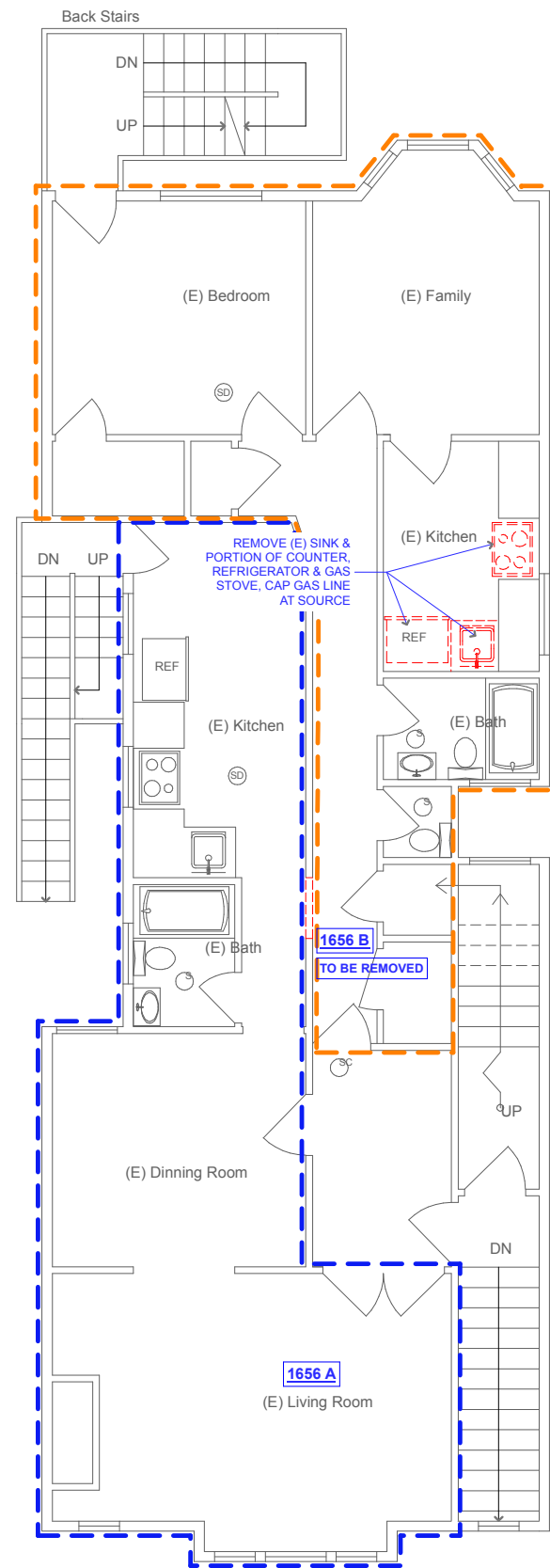
DATE: 11-23-15

SCALE: AS SHOWN

SHEET:

A-1

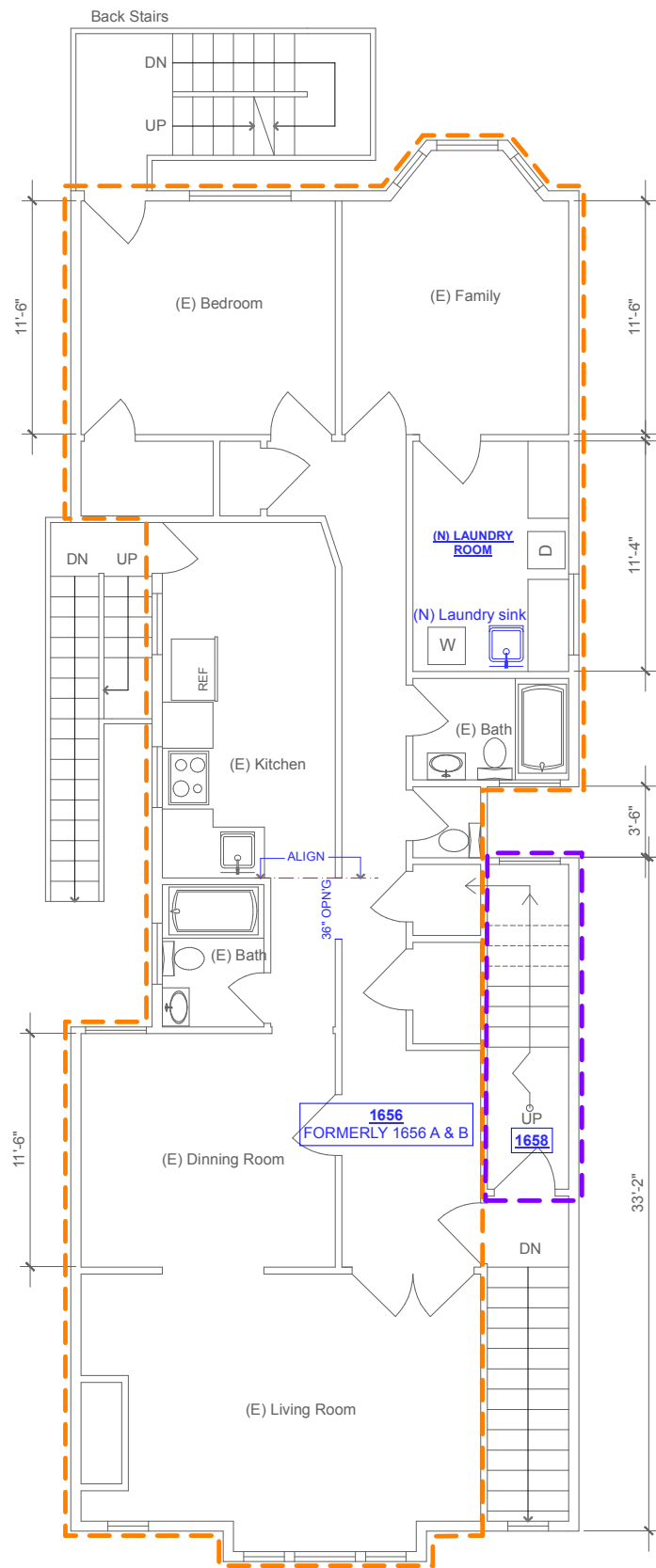
OF 2 SHEETS



NOTE: (E) FULL BATHS ADJACENT TO LAUNDRY ROOM ON 1ST FLOOR AND ADJACENT TO EXISTING KITCHEN ON 2ND & 3RD FLOORS WERE DONE UNDER APPROVED BUILDING PERMIT APP #2010-1117-5172

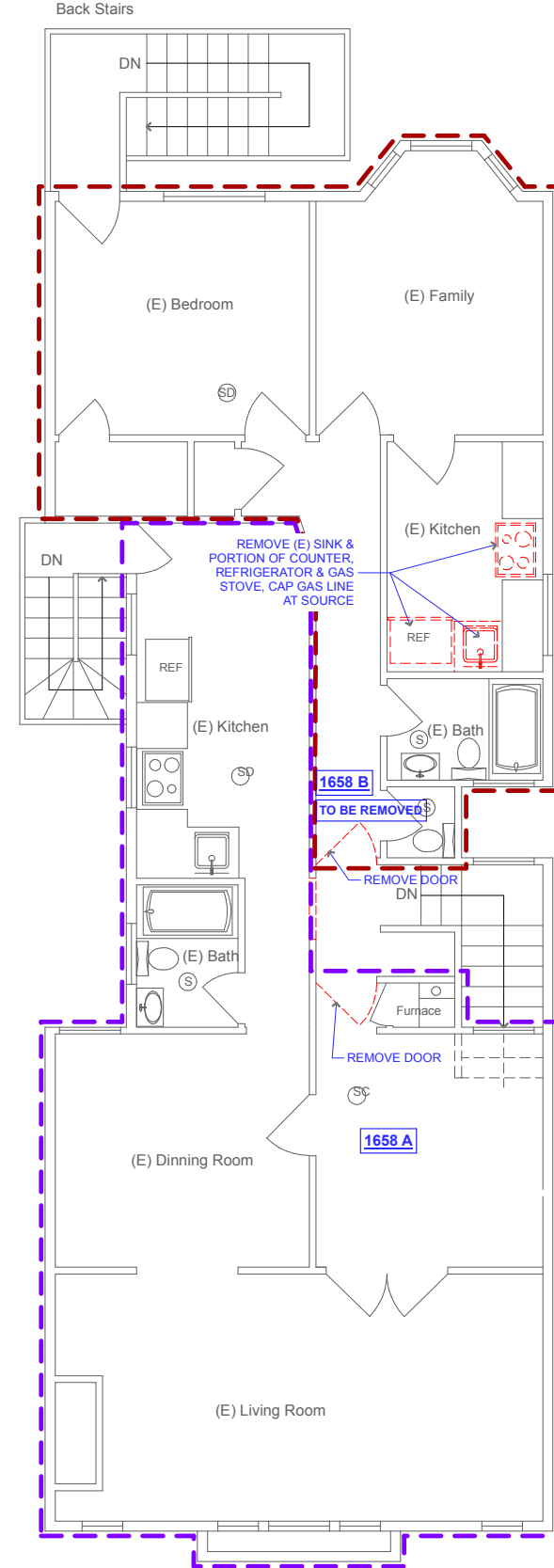
EXISTING 2ND FLOOR PLAN

SCALE: 1/4" = 1'-0"



PROPOSED 2ND FLOOR PLAN

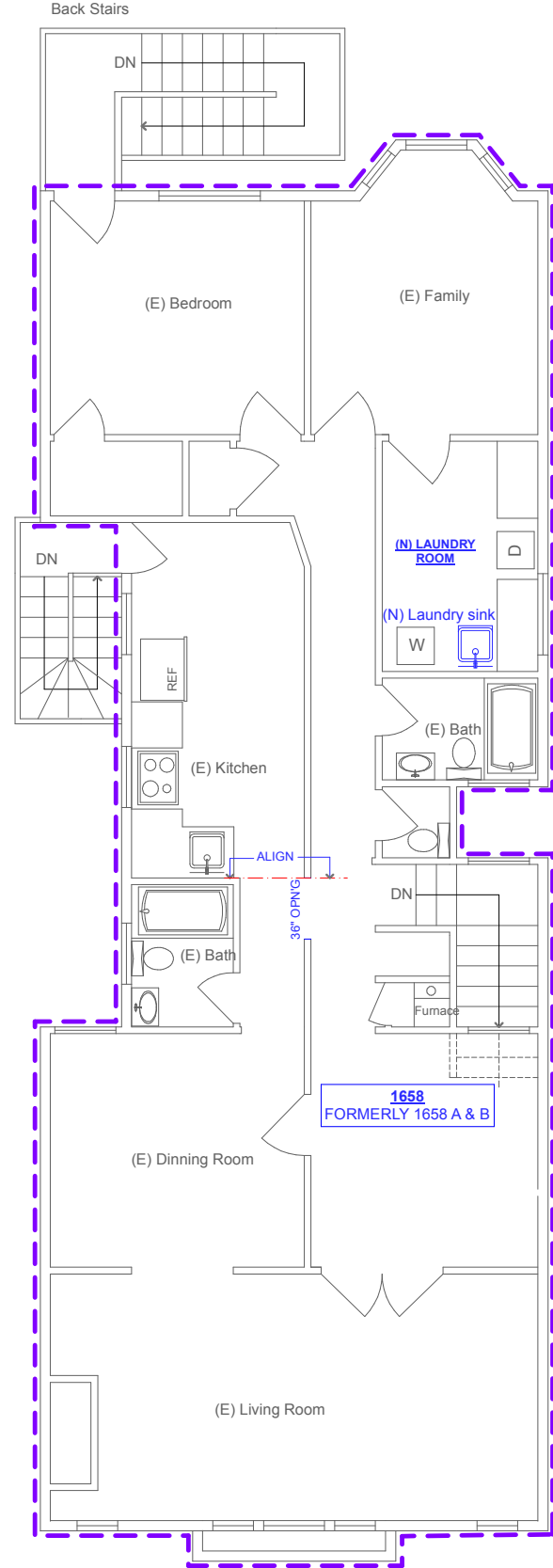
SCALE: 1/4" = 1'-0"



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EXISTING 3RD FLOOR PLAN

SCALE: 1/4" = 1'-0"



PROPOSED 3RD FLOOR PLAN

SCALE: 1/4" = 1'-0"

REVISIONS	BY
3-15-16	JW
4-18-16	JW
5-24-16	JW

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Signed:

Dated: 3/16/16

DATE: 11-23-15

SCALE: AS SHOWN

SHEET:

A-2

OF 2 SHEETS