



# SAN FRANCISCO PLANNING DEPARTMENT

---

## Executive Summary Abbreviated Institutional Master Plan

HEARING DATE: JULY 20, 2017

*Date:* June 26, 2017  
*Case No.:* **2017-006267IMP**  
*Project Address:* **1 Front Street**  
*Zoning:* C-3-O (Downtown Office) District  
275-E Height and Bulk District  
Downtown Plan Area  
*Block/Lot:* 0266/009  
*Project Sponsor:* Paul Levin  
Coblentz Patch Duffy & Bass LLP  
1 Montgomery Street, Suite 3000  
San Francisco, CA 94104  
*Staff Contact:* Nicholas Foster – (415) 575-9167  
[nicholas.foster@sfgov.org](mailto:nicholas.foster@sfgov.org)  
*Recommendation:* **No action necessary – informational item**

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

Reception:  
**415.558.6378**

Fax:  
**415.558.6409**

Planning  
Information:  
**415.558.6377**

### BACKGROUND ON INSTITUTIONAL MASTER PLANS

Northeastern University (the “University” or the “Project Sponsor”) has submitted an Abbreviated Institutional Master Plan (“IMP” or the “Plan”) for consideration by the Planning Commission (“Commission”) as required by Section 304.5 of the Planning Code.

Planning Code Section 304.5 requires post-secondary educational and medical institutions in the city to provide the Planning Commission with a long-range development plan every 10 years, with updates provided every two years. Institutions located in the C-3 (Downtown, Commercial) Districts occupying, or proposing to occupy, less than 100,000 square feet of floor area may submit an Abbreviated IMP. An Abbreviated IMP requires a description of the following: the institution’s physical plant; employment characteristics; services provided and service population; ownership of properties throughout the City and County of San Francisco; the impact on the “Eight Priority Policies” of Planning Code Section 101.1; and parking availability and other relevant general information.

The purpose of the IMP is to provide this information to the Commission and the public. The IMP is available for public review, and has been posted on the Planning Department’s website. Any proposed changes in land use described in an IMP would require separate review and approval by the Commission and/or department staff, as applicable.

## **PROJECT DESCRIPTION**

The project is the submission of an Abbreviated IMP for Northeastern University. This Abbreviated IMP represents the University's first submission an IMP.

## **SUMMARY OF THE CONTENTS OF THE ABBREVIATED IMP**

Founded in 1898, Northeastern University is a large, private research university located in Boston, Massachusetts. Comprised of nine schools and colleges, the University offers majors in more than 125 undergraduate graduate and professional programs. Over the years, the University has grown to include additional satellite campuses in Charlotte (North Carolina), Seattle (Washington), San Jose (California), and Toronto (Canada).

The University is accredited by the New England Association of Schools and Colleges, Inc. ("NEASC"), the regional body that provides accreditation in New England. NEASC is the regional equivalent of the Western Association of Schools and Colleges, which provides similar accreditation for schools on the West Coast.

### **Program and Population Characteristics:**

Per the submitted IMP, Northeastern is currently developing San Francisco courses and programs focused on the following Information Technology subjects: data analytics; network security; cloud computing; mobile app development; and computer engineering. Within these subject areas, Northeastern plans to offer two programs: one for working professionals in San Francisco and another geared towards its undergraduate students.

The working professionals program will operate on a semester schedule and would constitute a mix of limited duration, all-day classes and/or evening classes that meet a few times per week. The University anticipates that between twenty and twenty-five working professionals will participate in this program, starting in the fall of 2017.

The University is also planning for a Semester in Entrepreneurship & Design Thinking Program to offer its undergraduate students an opportunity to learn from and immerse themselves in San Francisco's entrepreneurship culture. Students would take classes and attend a variety of local industry-relevant events, engage with startup companies and venture capitalists, and integrate themselves in San Francisco's "entrepreneurial ecosystem." Northeastern anticipates that between twenty and twenty-five undergraduate students will participate in the Semester in Entrepreneurship & Design Thinking program, commencing in the fall of 2017. The University plans to maintain 5 full-time faculty and staff to administer these programs. The University plans to hire additional staff/faculty as the University's needs dictate.

### **Facilities:**

Northeastern University does not currently own any property in the City and County of San Francisco for the purposes of academic or administrative uses. The University plans to sublease approximately 2,000 square feet of office space on the 27th floor of the building located at 1 Front Street, beginning in the fall of 2017. The building is located on the west side of Front Street, between Pine and Market Streets. Therefore, the University's physical plant ("Project Site") would be located at 1 Front Street, Street, Suite

2700. This space is currently leased by Lookout, Inc., an Information Technology company. The University also plans to lease approximately 900 square feet of space from the University of California Hastings College of Law, located at 198 McAllister Street, Room M120. The building is located on the north side of McAllister Street, between Hyde and Leavenworth Streets.

Additionally, Northeastern currently leases 2 four-bedroom dwelling units within the SoMa Square Apartments located at 1 Saint Francis Place. These units are used by participants in Northeastern's separate cooperative education program who are employed in San Francisco. These participants are employed full-time (typically for six months), do not receive course credit, and are not enrolled in coursework while working for their employers.

Undergraduate students coming to San Francisco for the Semester in Entrepreneurship & Design Thinking program will be responsible for finding their own housing. Northeastern will refer students to housing resources as needed.

The aggregate site area for all leased office space affiliated with the University for the purposes of academic or administrative uses is approximately 2,900 square feet. As such, the University occupies less than 100,000 sf in the C-3 district and is therefore eligible to submit an Abbreviated Institutional Master Plan. Institutional Use (Institutional Educational Use), is principally permitted within the C-3-O and P Zoning Districts.

#### **Parking and Campus Access:**

Northeastern University does not plan to provide any off-street parking for either of the leased spaces at 1 Front Street or 198 McAllister Street. The Plan states the University's parking philosophy is to encourage public transportation and carpooling for its students, staff, and faculty. The University's proximity to Market Street will undoubtedly afford users access to an array of transit options. The 1 Front Street property is located immediately adjacent to the Embarcadero Street BART and MUNI Metro Station, as well as numerous Market Street MUNI bus and streetcar lines. In addition, the subject property is located within walking distance of the temporary Transbay Terminal—as well as the proposed new facility—and the Ferry Building, providing access to an array of regional transit options. The 198 McAllister Street property is also well served by transit; the property is located approximately 2 blocks north of the Civic Center/UN Plaza BART and Muni Metro Station.

#### **Current Projects/Future Expansion:**

The Plan does not call for any immediate expansion of facilities at the Project Site. Any future development plans would be described in an update to the Planning Commission, in the form of an Update to the Abbreviated Institutional Master Plan. Any projects proposed by the University would require standard Planning Department review upon their submission; receipt of this Plan does not convey approval of any or all proposed projects within it.

### **ENVIRONMENTAL REVIEW STATUS**

The Abbreviated Institutional Master Plan does not involve any physical work to the subject properties. Therefore, because there is no direct or indirect physical change in the environment, the project is not considered a "Project" and does not require review under the California Environmental Quality Act ("CEQA") Guidelines Sections 15060(c) and 15378.

## **PUBLIC COMMENT**

No public comment has been received by the Department since the filing of the application.

## **REQUIRED COMMISSION ACTION**

The item is an informational item, and no action is required. However, the Planning Commission has the discretion under Planning Code Section 304.5(d) to hold or not hold public hearing on an Abbreviated IMP. If the Commission requests a hearing, it will be scheduled for a later date.

## **STAFF RECOMMENDATION**

The Abbreviated IMP for Northeastern University includes all information required by Planning Code Section 304.5. The staff recommendation is to accept the Abbreviated IMP as submitted and not hold a hearing.

<b>RECOMMENDATION:</b>	<b>Informational Only; Do not require a public hearing on this IMP</b>
------------------------	--

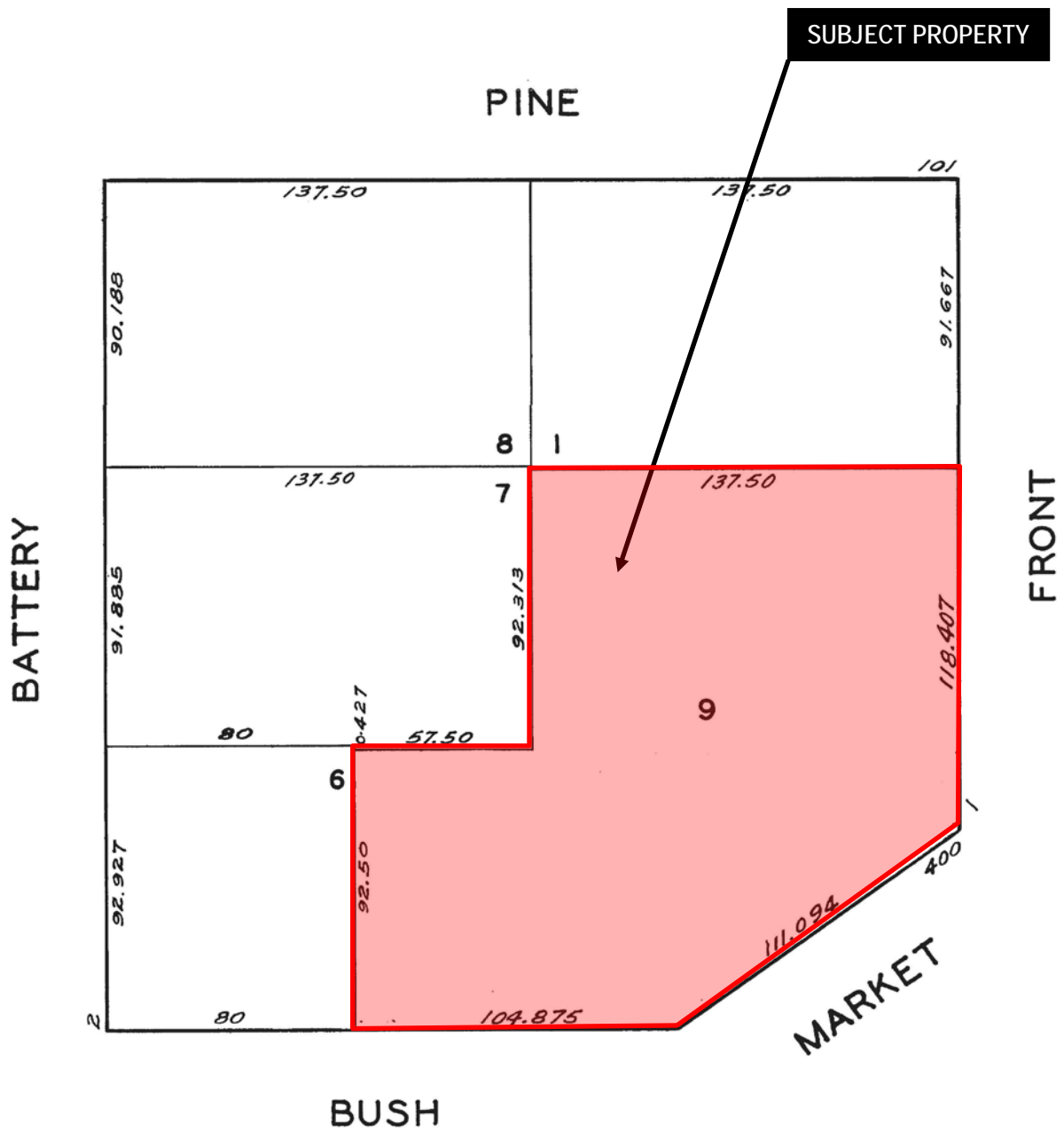
### **Attachments:**

Block Book Map  
Sanborn Map  
Zoning Map  
Context Photographs  
Northeastern University Abbreviated IMP  
Floor Plans (1 Front Street; 27th Floor)  
Floor Plans (98 McAllister Street; 1st Floor Mezzanine)

## **Exhibits**

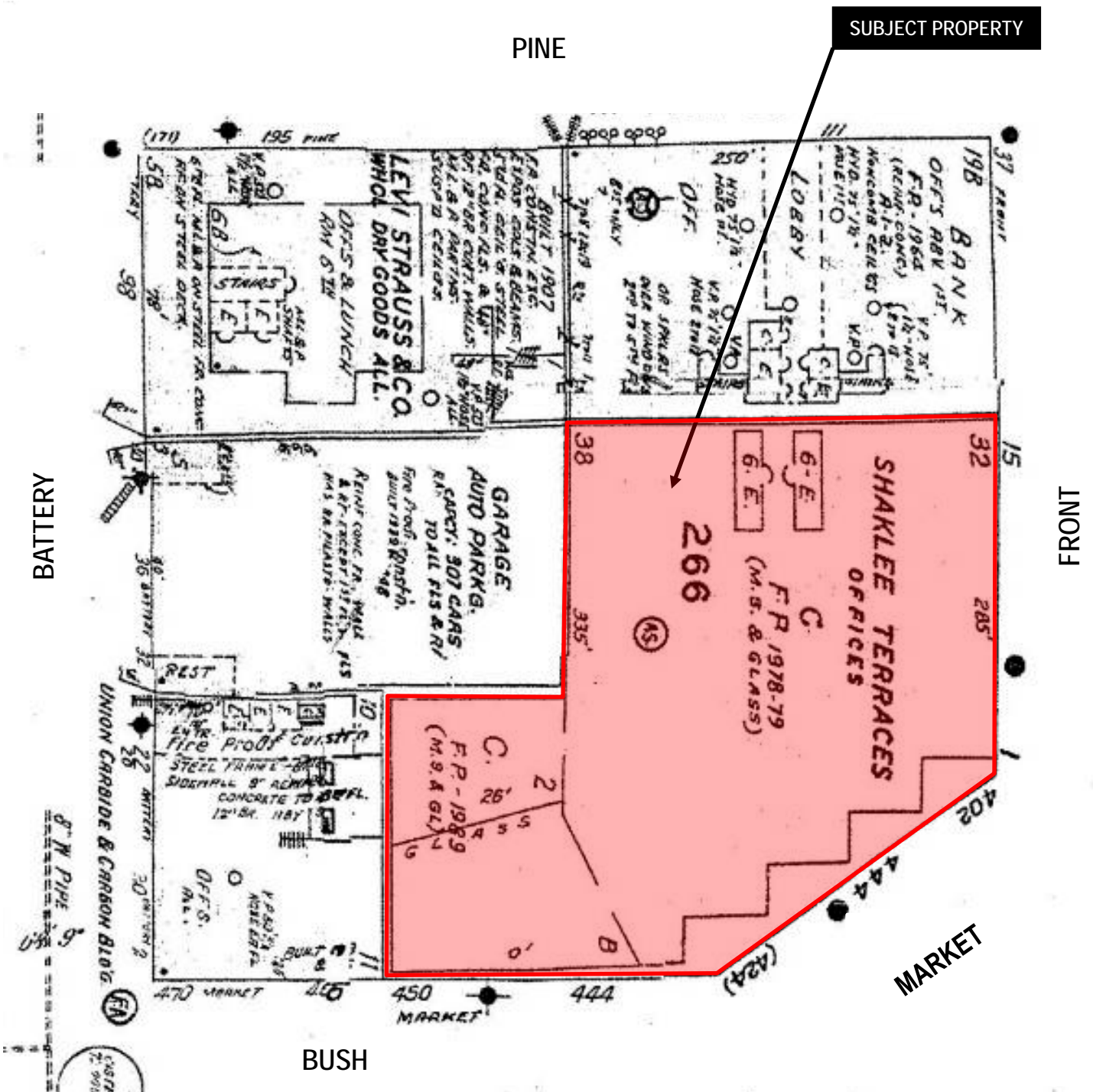
- **Block Book Map**
- **Sanborn Map**
- **Aerial Photograph**
- **Zoning Map**
- **Site Photos**

# Parcel Map



Abbreviated Institutional Master Plan Hearing  
Case Number 2017-006267IMP  
1 Front Street

# Sanborn Map\*



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

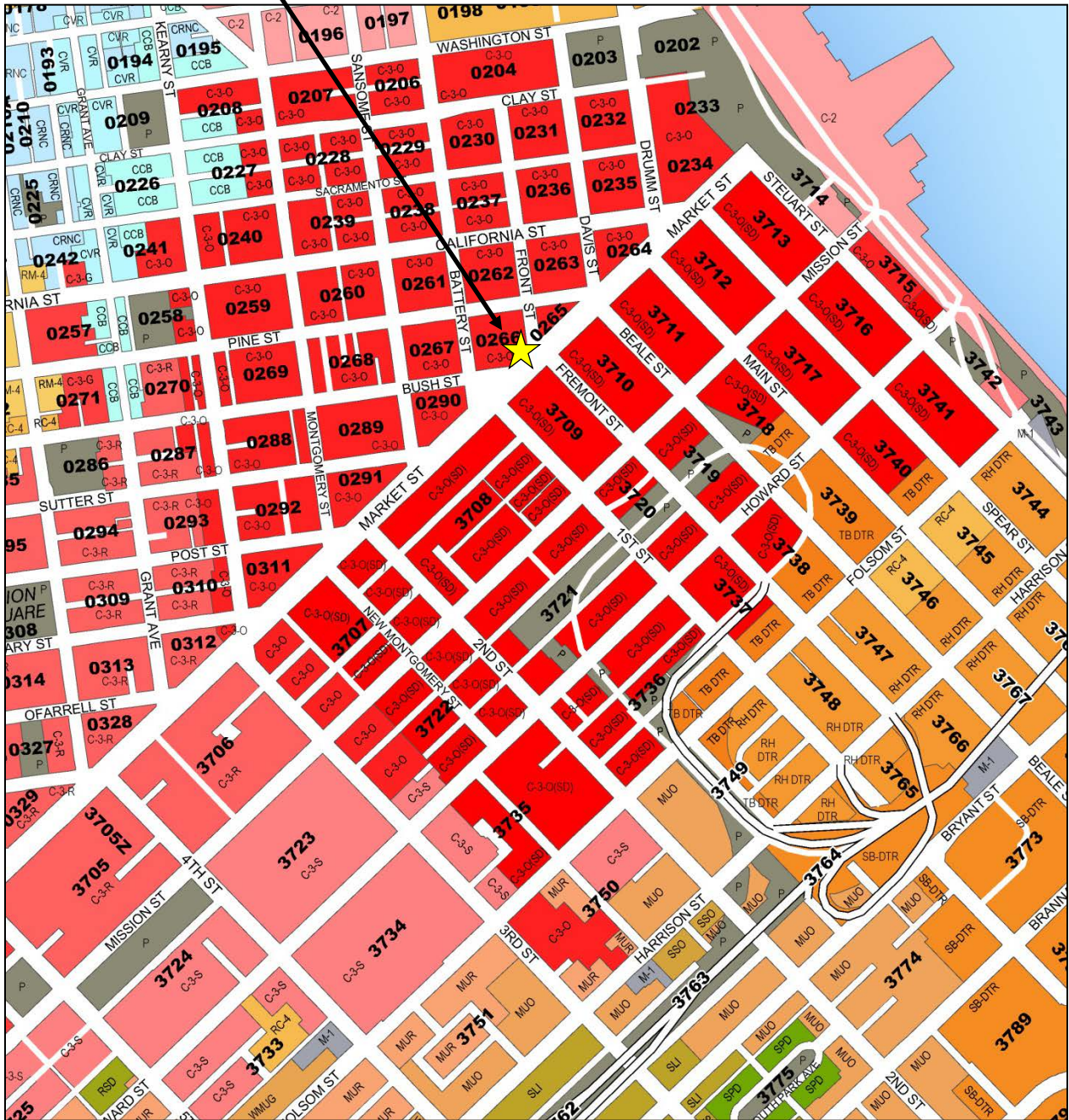


Abbreviated Institutional Master Plan Hearing  
**Case Number 2017-006267IMP**  
 1 Front Street



# Zoning Map

## SUBJECT PROPERTY

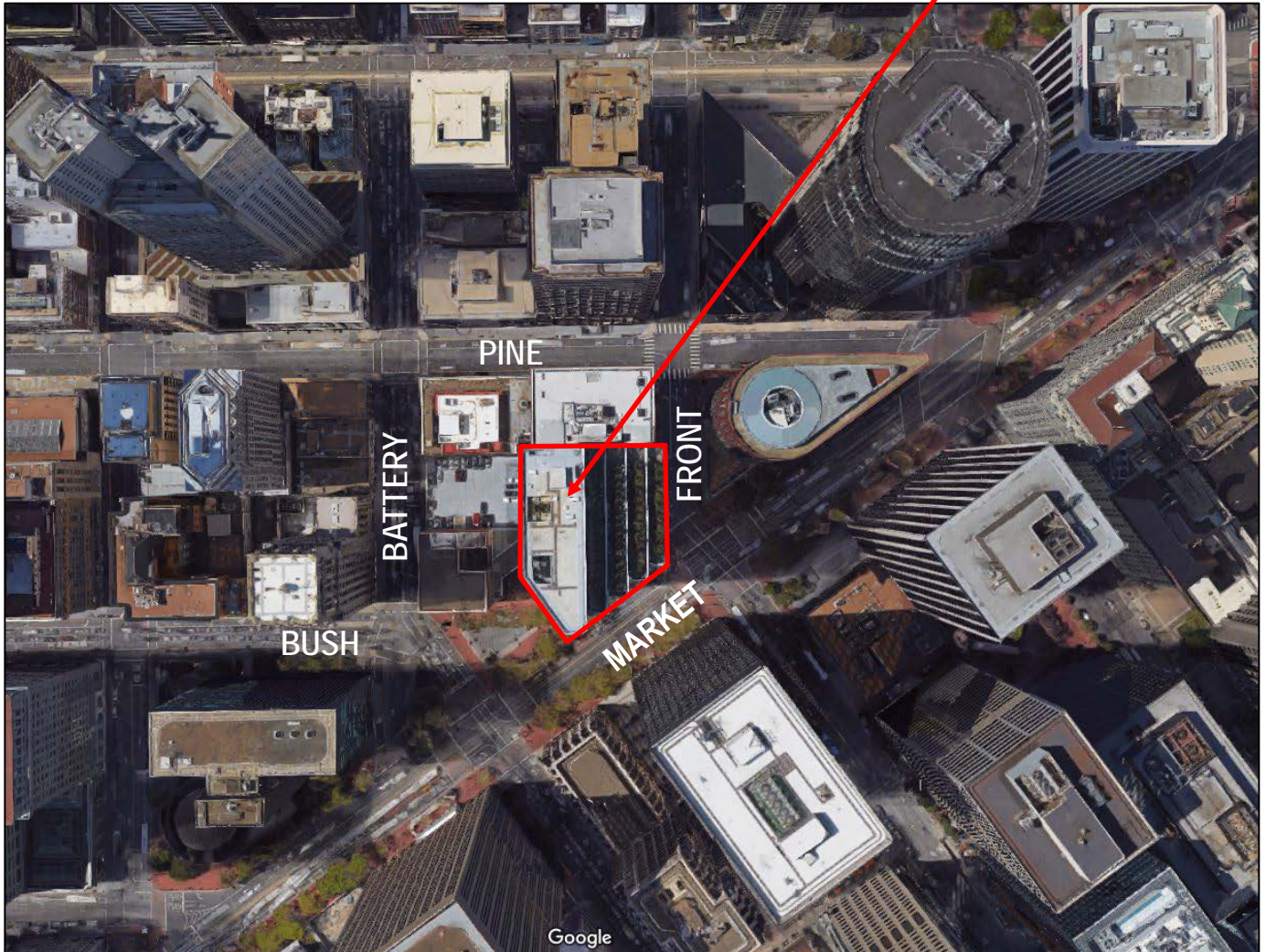


Abbreviated Institutional Master Plan Hearing  
**Case Number 2017-006267IMP**  
 1 Front Street



# Aerial Photo

SUBJECT PROPERTY



Abbreviated Institutional Master Plan Hearing  
Case Number 2017-006267IMP  
1 Front Street



# Site Photo

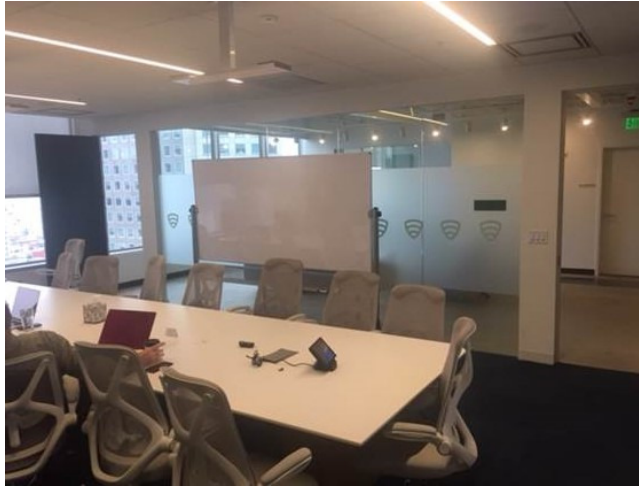


Street View of 1 Front Street.

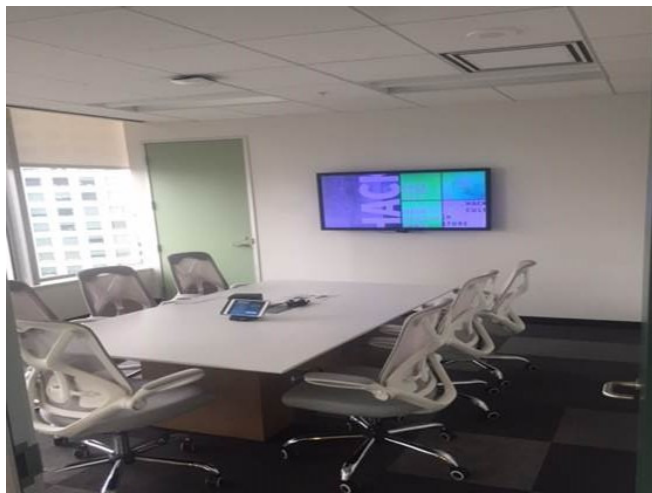
Abbreviated Institutional Master Plan Hearing  
Case Number 2017-006267IMP  
1 Front Street

## Northeastern Premises within the Lookout Space

### Main Conference Room (two pictures)



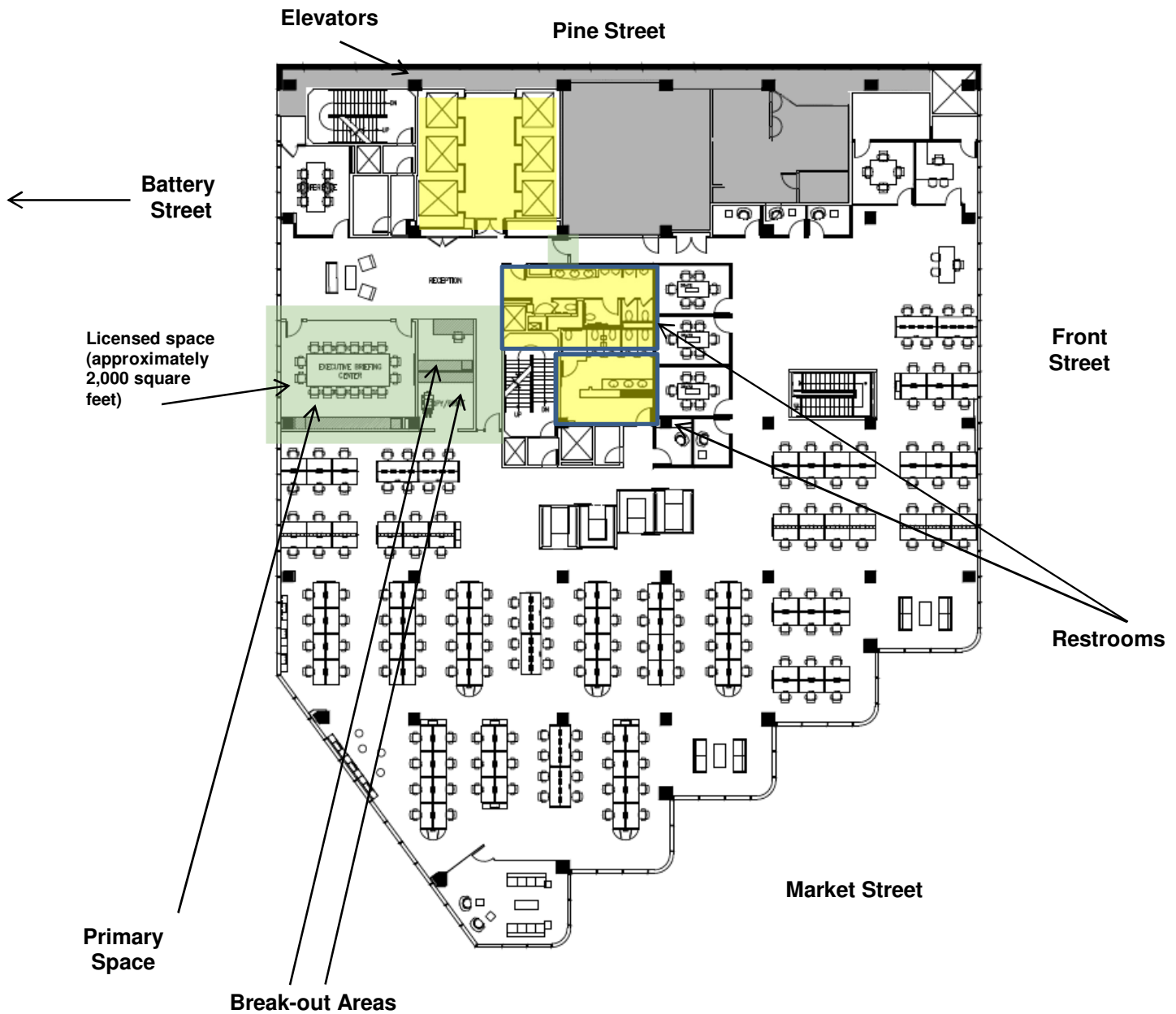
### Breakout Room



## Northeastern Premises within the University of California Hastings Space

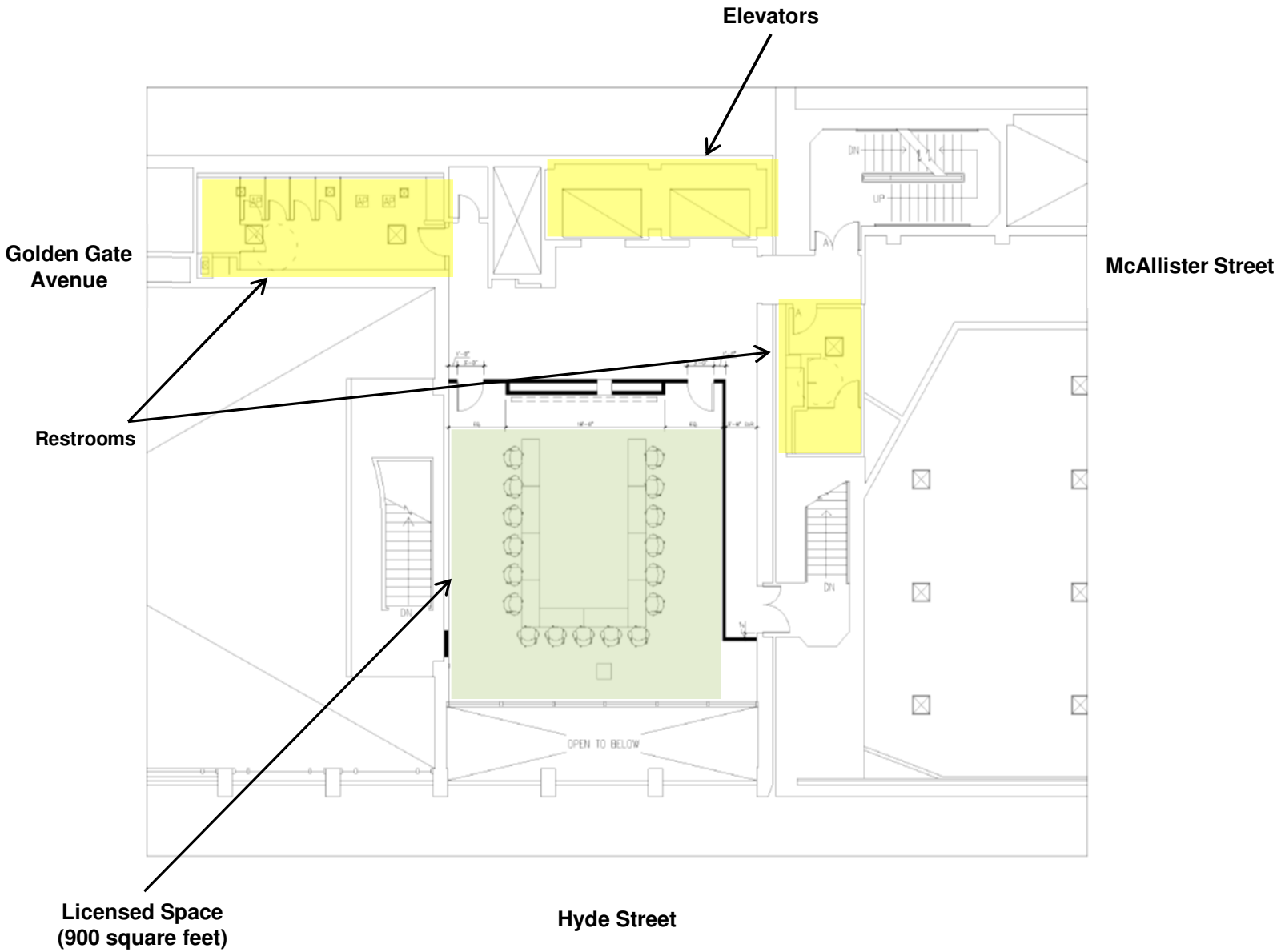


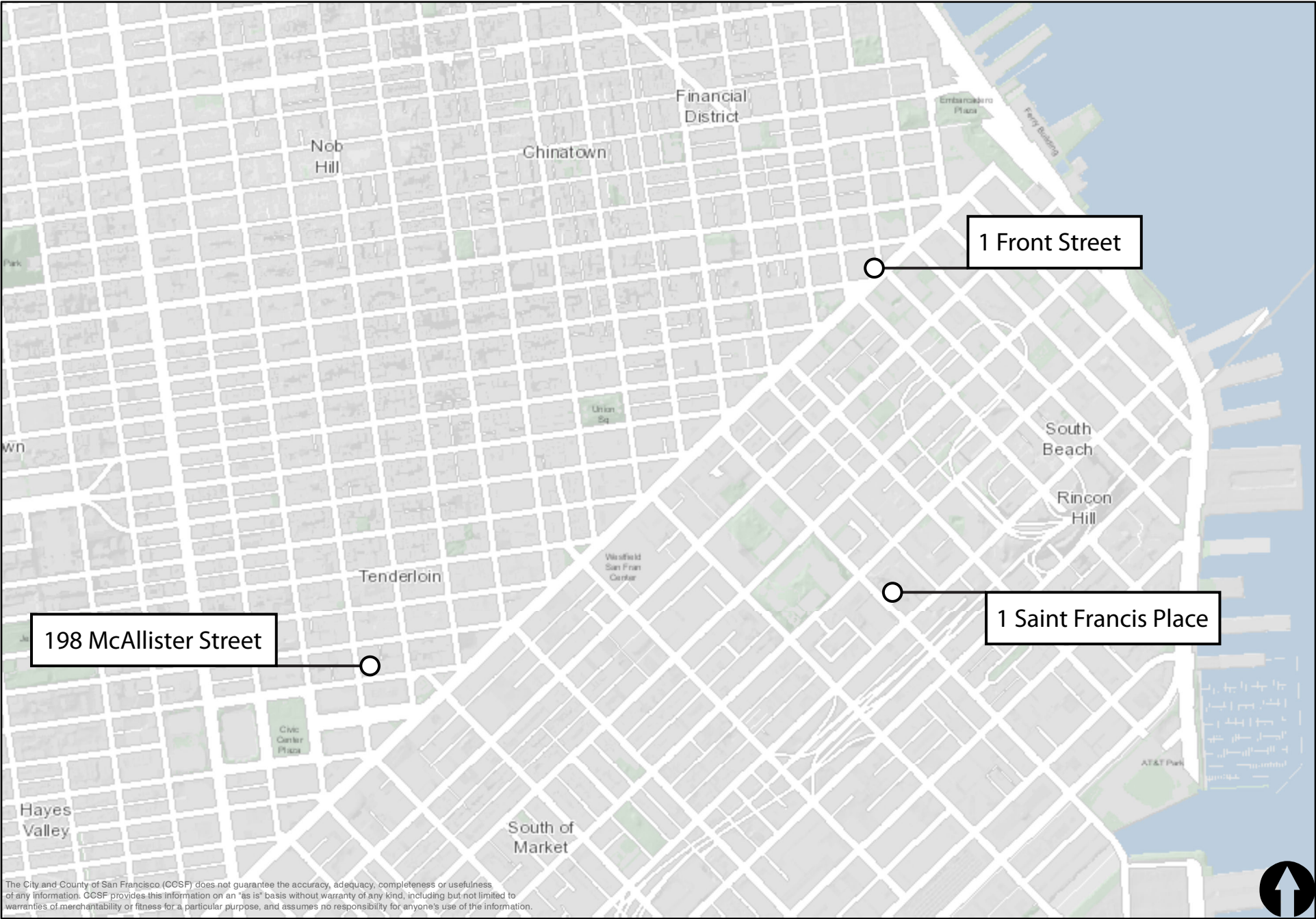
Northeastern Premises within the Lookout Space  
One Front Street, 27th Floor





Northeastern Premises Within UC Hastings Space  
198 McAllister, First Floor Mezzanine





The City and County of San Francisco (COSP) does not guarantee the accuracy, adequacy, completeness or usefulness of any information. COSF provides this information on an "as is" basis without warranty of any kind, including but not limited to warranties of merchantability or fitness for a particular purpose, and assumes no responsibility for anyone's use of the information.

This page intentionally left blank.

CASE NUMBER:  
For Staff Use only

# APPLICATION FOR Institutional Master Plan

## & Institutional Master Plan Update or Abbreviated Institutional Master Plan

### 1. Owner/Applicant Information

PROPERTY OWNER'S NAME: Not applicable.*	
PROPERTY OWNER'S ADDRESS:  * There is no current or permanent property owner at this time. See Attachment A.	TELEPHONE: (     ) EMAIL:

APPLICANT'S NAME: Northeastern University	
Same as Above <input type="checkbox"/>	
APPLICANT'S ADDRESS: 360 Huntington Avenue Boston, MA 02115 Attn: Michael Glover, Assistant General Counsel	TELEPHONE: (617 ) 373-6402 EMAIL: m.glover@northeastern.edu

CONTACT FOR PROJECT INFORMATION: Paul Levin	
Same as Above <input type="checkbox"/>	
ADDRESS: Coblentz Patch Duffy & Bass LLP One Montgomery Street, Suite 3000 San Francisco, CA 94104	TELEPHONE: (415 ) 772-5750 EMAIL: plevin@coblenzlaw.com


### 2. Location(s)

STREET ADDRESS(ES) OF PROJECT, OR DESCRIBE LARGER AREA:  One Front Street, Suite 2700.
ASSESSORS BLOCK(S)/LOT(S): Block 0266/Lot 009

### 3. Applicant's Affidavit

Under penalty of perjury the following declarations are made:

- a: The undersigned is the Applicant.
- 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: 5/2/2017

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

Kathy Spiegelman, VP, Northeastern University

Applicant

APPLICATION TYPE: PLEASE CHECK ONE

- ☐ Full Institutional Master Plan
- ☒ Abbreviated Institutional Master Plan
- ☐ Institutional Master Plan Update

MATERIALS SUBMITTED

- ☒ This application, signed by owner or agent
- ☒ Textual description and drawings if appropriate - See Attachment A
- ☒ Check payable to San Francisco Planning Department
- ☐ Letter of authorization for agent, if applicable

For Department Use Only

Application received by Planning Department:

By: \_\_\_\_\_

Date: \_\_\_\_\_



**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)**  
1860 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.*





# Northeastern University

## **Abbreviated Institutional Master Plan**

### **Northeastern University**

#### **Attachment A**

**Updated July 7, 2017**

#### **Purpose**

Northeastern University ("Northeastern") is submitting this Abbreviated Institutional Master Plan ("AIMP") pursuant to Section 304.5 of the San Francisco Planning Code (the "Code"). An AIMP is appropriate under Section 304.5(d) of the Code because Northeastern occupies a site area of less than 50,000 square feet in the City and does not anticipate any future expansion to more than 50,000 square feet of site area, or more than 100,000 square feet of site area in the C-3 District.

#### **Services Provided and Service Population**

Northeastern is creating a series of industry-aligned hubs within the Bay Area and plans to offer short courses and programs to working professionals based on market demands and key workforce needs. Northeastern anticipates that its programs for working professionals in San Francisco will be focused on data/analytics, networks and security, cloud computing/mobile app development, computer science and entrepreneurship and design thinking. Programs will generally run on the semester schedule and are a mix of short all-day classes and evening classes that meet a few times a week. Northeastern anticipates that between twenty and twenty-five working professionals will participate in this program in San Francisco this fall.

Northeastern is also creating a Semester in Entrepreneurship & Design Thinking program to offer undergraduate students an opportunity to learn from and immerse themselves in San Francisco's entrepreneurship culture. Successful entrepreneurs, venture capitalists, and startup executives based in San Francisco and the vicinity will teach this highly experiential program, which is designed to supplement the entrepreneurial education currently available to Northeastern students in Boston through the D'Amore-McKim School of Business. Students will take classes and attend a variety of local industry-relevant events, engage with accelerators, startup companies, and venture capitalists, and integrate

themselves in the entrepreneurial ecosystem. Northeastern anticipates that between twenty and twenty-five undergraduate students will participate in the Semester in Entrepreneurship & Design Thinking program this fall.

### **Background**

Founded in 1898, Northeastern is a global, experiential, research university built on a tradition of engagement with the world, creating a distinctive approach to education and research. Northeastern offers a comprehensive range of undergraduate and graduate programs leading to degrees through the doctorate level in nine colleges and schools. Northeastern's main campus is in Boston and it has created regional campuses in Charlotte, Seattle, Toronto and San Jose. These campuses extend the impact of Northeastern's research and offerings to both professional learners and to new local economies and communities. These campuses offer quality, top-tier professional programs — bachelor's, master's, doctoral, certificates, boot camps — across multiple learning channels, including online, on-ground, and hybrid programs.

A fundamental component of the Northeastern learning model is to create partnerships with existing companies and institutions to serve as incubators for top-tier talent, producing students and working professionals with degrees and certificates with real-world, marketplace relevance for the Bay Area and beyond in science, technology, engineering, and math. Northeastern pioneered the experiential learning model over a century ago and ever since has been the educational leader in global experiential learning. Experiential learning integrates the classroom with the real world through a unique combination of classroom and professional work, research, and service. The essence of the Northeastern philosophy is to transform ideas into impact. Northeastern's experiential approach has been highly successful and Northeastern is generally recognized as being among the best universities in the country.

Northeastern is accredited by the New England Association of Schools and Colleges, Inc. ("NEASC"), the regional body that provides accreditation in New England. NEASC is the regional equivalent of the Western Association of Schools and Colleges, which provides similar accreditation for schools on the West Coast.

## **Physical Plant**

### **1. Lookout Space**

Northeastern plans to license approximately 2,000 square feet of space from Lookout Inc. on the 27th Floor of One Front Street in the Financial District, as shown on Figure 1. Northeastern would also have access to Lookout's lobby for events, as well as a small conference room for breakout sessions. Northeastern plans to hold graduate programs for working professionals at the Lookout space starting this fall.

The One Front Street building is located in the C-3-O Zoning District, which allows Post-Secondary Educational Institutions as a permitted use.

Northeastern does not plan to license parking as part of the Lookout license. The One Front Street building, however, includes a parking garage, as do many of the buildings in the surrounding Financial District. The building is also well-served by public transit, particularly since it is located within two blocks of the Embarcadero Muni/BART station.

### **2. University of California Hastings Space**

Northeastern plans to license approximately 900 square feet of space from the University of California Hastings College of Law located in Room M120 at 198 McAllister Street, as shown on Figure 2. Northeastern plans to hold the Semester in Entrepreneurship & Design Thinking program at the UC Hastings space and will have access to the space starting this fall.

The 198 McAllister Street property is located in the P Zoning District, and the space is currently used as Post-Secondary Educational Institution space.

Northeastern does not plan to license parking as part of the UC Hastings license. Many buildings in the area, however, include parking garages, and the Civic Center Garage is located one block away. The UC Hastings space is also well-served by public transit, particularly since it is located within two blocks of the Civic Center Muni/BART station.

### **3. Other**

Northeastern currently subleases two four-bedroom apartment units within the SoMa Square Apartments located at One Saint Francis Place, as shown on Figure 3. Northeastern

licenses beds in these apartments to participants in Northeastern's cooperative education program who are employed in San Francisco. The cooperative education program is an experiential learning program that allows participants to develop knowledge and skills through hands-on experience. Participants in the program are employed full-time (typically for six months), do not receive course credit, and are not enrolled in coursework while working for their employers. Other than the aforementioned apartments, Northeastern does not own or lease any property in San Francisco. Undergraduate students coming to San Francisco for the Semester in Entrepreneurship & Design Thinking program will be responsible for finding their own housing. Northeastern will refer students to housing resources as needed.

### **Employment**

Northeastern's graduate programs in the Bay Area are currently supported by five faculty and staff members, with additional support from Northeastern's main campus in Boston. The Semester in Entrepreneurship & Design Thinking program will be supported by a program director and three or four local adjunct faculty members. In the next few years, Northeastern anticipates having up to ten faculty and staff located in the Bay Area.

### **Affirmative Action Policy**

Northeastern is committed to providing equal opportunity to its students and employees, and to eliminating discrimination when it occurs. In furtherance of this commitment Northeastern strictly prohibits discrimination or harassment on the basis of race, color, religion, religious creed, genetics, sex, gender identity, sexual orientation, age, national origin, ancestry, veteran or disability status. All forms of discrimination or harassment within the Northeastern community are unacceptable and will be sanctioned appropriately. Further, university policy and applicable law prohibit retaliation against those who, in good faith, bring or cooperate in complaints of discrimination or harassment. Northeastern's nondiscrimination policies and related grievance procedures are available online at <http://www.northeastern.edu/oidi/compliance/>.

Attachment:

Figure 1 – One Front Street Location

Figure 2 – University of California Hastings Location

Figure 3 – One Saint Francis Place Location

**Figure 1**  
**One Front Street Location**

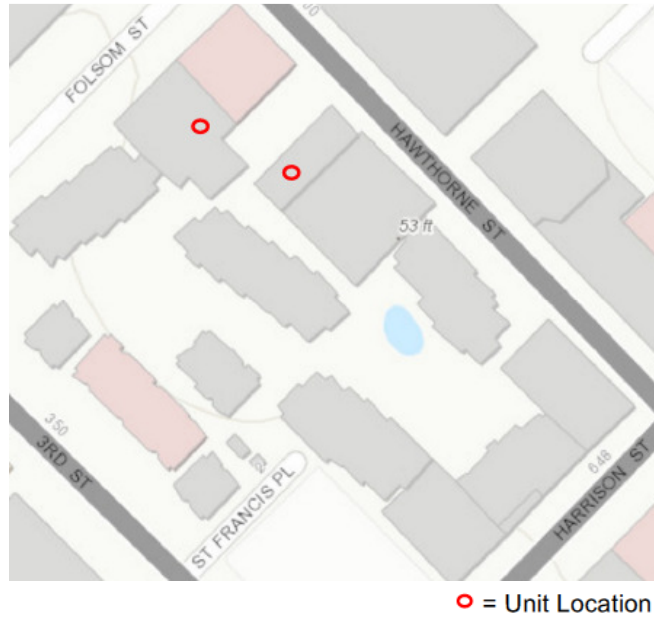




**Figure 2**  
**University of California Hastings Location**



**Figure 3**  
**One Saint Francis Place Location**





# Northeastern

May 2, 2017

City and County of San Francisco  
Planning Department  
1650 Mission Street, Suite 400  
San Francisco, CA 94103

City and County of San Francisco  
Building Department  
1660 Mission Street  
San Francisco, CA 94103

Re: Northeastern University – Letter of Authorization

*Campus Planning &  
Development*

Cullinane Hall  
360 Huntington Ave  
Boston, MA 02115

617.373.3530

[northeastern.edu](http://northeastern.edu)

To Whom It May Concern:

This letter is to confirm that Coblenz Patch Duffy & Bass LLP is hereby authorized to act on behalf of, and to submit all letters and applications to the Planning Department and the Building Department on behalf of, Northeastern University.

Thank you,

Northeastern University

By:

Name: Kathy Spiegelman

Title: Vice President

RECEIVED

MAY 08 2017

CITY & COUNTY OF S.F.  
DEPT. OF CITY PLANNING  
ADMINISTRATION