



SAN FRANCISCO PLANNING DEPARTMENT

Memo to the Planning Commission

HEARING DATE: DECEMBER 14, 2017
Continued from November 16, 2017

Date: December 7, 2017
Case No.: **2017-007430CUA**
Project Address: **1360 Jones Street, Units 902 & 1001**
Zoning: RM-4 (Residential, Mixed, High Density)
65-A Height and Bulk District
Block/Lot: 0214/016
Project Sponsor: Brett Gladstone, Hanson Bridget LLP
425 Market Street, 26th Floor
San Francisco, CA 94105
Staff Contact: Claudine Asbagh – (415) 575-9165
claudine.asbagh@sfgov.org

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415.558.6377

BACKGROUND

The Planning Commission heard the case at its November 16, 2017 hearing. At that time, the Commission made a motion of intent to approve the project and continued the item to the December 14, 2017 hearing. During this time, the project sponsor has worked with the City Attorney to create a condition of approval that would require the units return to their pre-merger configuration at the time of sale.

The project as currently proposed would condition approval on a restriction that the Merged Unit remains owner-occupied. Conditions one through four ensure that if, in the future, the two units are no longer owner-occupied, those units would be returned to two units in their approximate current configurations.

REQUIRED COMMISSION ACTION

The Commission must adopt the attached Draft Motion to approve case No. 2017-007430CUA.

Attachments:
Draft Motion.



SAN FRANCISCO PLANNING DEPARTMENT

Subject to: (Select only if applicable)

- | | |
|--|--|
| <input type="checkbox"/> Affordable Housing (Sec. 415) | <input type="checkbox"/> First Source Hiring (Admin. Code) |
| <input type="checkbox"/> Jobs Housing Linkage Program (Sec. 413) | <input type="checkbox"/> Child Care Requirement (Sec. 414) |
| <input type="checkbox"/> Downtown Park Fee (Sec. 412) | <input type="checkbox"/> Other |

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Planning Commission Draft Motion

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ADOPTING FINDINGS RELATED TO THE APPROVAL OF A CONDITIONAL USE AUTHORIZATION PURSUANT TO SECTIONS 303 AND 317 OF THE PLANNING CODE TO ALLOW A DWELLING UNIT MERGER. THE PROJECT WOULD MERGE A 1,507 SQUARE FOOT, TWO-BEDROOM, TWO-BATH DWELLING UNIT (#902) WITH A 2,502 SQUARE FOOT, TWO-BEDROOM, TWO AND A HALF-BATH DWELLING UNIT (#1001) TO CREATE ONE 4,009 SQUARE FOOT, FOUR-BEDROOM DWELLING WITHIN THE RM-4 (RESIDENTIAL, MIXED, HIGH DENSITY) ZONING DISTRICT AND THE 65-A HEIGHT AND BULK DISTRICT.

PREAMBLE

On June 14, 2017 Brett Gladstone, on behalf of Bently Nob Hill, LLC is (hereinafter "Project Sponsor") filed an application with the Planning Department (hereinafter "Department") for a Conditional Use Authorization under Planning Code Section(s) 303 and 317 to merge two dwelling units within the RM-4 (Residential, Mixed, High Density) District and a 65-A Height and Bulk District.

On May 12, 2016, the San Francisco Planning Commission (hereinafter "Commission") conducted a duly noticed public hearing at a regularly scheduled meeting on Conditional Use Application No. 2015-007396CUA and adopted a motion of intent to disapprove Conditional Use Authorization for Application No. 2017-007430CUA.

On December 14, 2017, the Commission conducted a duly noticed public hearing at a regularly scheduled meeting on Conditional Use Application No. 2017-007430CUA and heard public testimony.

The Commission has heard and considered the testimony presented to it at the public hearing and has further considered written materials and oral testimony presented on behalf of the applicant, Department staff, and other interested parties.

MOVED, that the Commission hereby approves the Conditional Use Authorization pursuant to Planning Code Sections 303 and 317 to allow a dwelling unit merger that would merge a 1,507 square foot, two-bedroom, two-bath dwelling unit (#902) with a 2,502 square foot, two-bedroom, two and a half-bath dwelling unit (#1001) to create one 4,009 square foot, four-bedroom dwelling (collectively, the "Merged Unit") within the RM-4 (Residential, Mixed, High Density) Zoning District and the 65-A Height and Bulk District under case No. 2017-007430CUA, subject to the conditions described below and based on the following findings:

FINDINGS

Having reviewed the materials identified in the preamble above, and having heard all testimony and arguments, this Commission finds, concludes, and determines as follows:

1. The above recitals are accurate and constitute findings of this Commission.
2. **Site Description and Present Use.** The project is located on the east side of Jones Street, at the intersection of Jones and Washington Streets, Block 0214, Lot 016. The square lot measures 4,120 square feet. The Project Site is occupied by a 10-story residential building containing 19 dwelling units owned by Bentley Nob Hill, LP.
3. **Surrounding Properties and Neighborhood.** The property is located in the Nob Hill neighborhood, within the High Density Mixed Residential District (RM-4), and a 65-A Height and Bulk District. Uses in the immediate vicinity are primarily residential with structures that range from as little as two stories to multi-story residential towers.
4. **Project Description.** Project Sponsor is the sole owner of the property located at 1360 Jones Street (the "Project Site"). Christopher Bently is the sole member of a limited liability company which is the managing member of Bently Nob Hill, LLC. Mr. Bently currently occupies the top floor unit and the unit below along with his family. The Project Sponsor seeks a Conditional Use Authorization, pursuant to Planning Code Sections 303 and 317 to merge two dwelling units within a 19 unit building. The project would merge a 1,507 square foot, two-bedroom, two-bath dwelling unit (#902) with a 2,502 square foot, two-bedroom, two and a half-bath dwelling unit (#1001). The Project would add a stairway between the units to create one four-bedroom unit that occupies half of the 9th floor, all of the tenth floor and penthouse. The Project Sponsor proposes that the requested merger of the two top floor units be subject to the condition that the Merged Unit shall remain "owner-occupied" (as defined below) now and in the future.
5. **Public Comment/Community Outreach.** To date, the Department has received two letters in opposition and one in support of the project.

6. **Planning Code Compliance:** The Commission finds that the Project, as modified to include the “owner-occupancy” condition, is consistent with the relevant provisions of the Planning Code in the following manner:

- A. **Rear Yard Requirement.** Planning Code Section 134 requires, in RM-4 Districts, a rear yard measuring 25 percent of the total lot depth.

The project will merge two existing dwelling units within the building and does not propose any exterior changes to the building or rear yard configuration.

- B. **Parking.** Planning Code Section 151 requires one parking space for each dwelling unit.

The Project proposes to merge two dwelling units; no additional parking is required.

- C. **Residential Density.** Planning Code Section 209.2 allows dwelling units as a principally permitted at a density of one unit per 600 square feet of lot area in the RM-2 Zoning District.

The project site measures 4,120 square feet which would permit up to 20 dwellings. The site currently has 19 dwelling units, and with the merger, will have 18 units. Therefore the project complies with residential density.

- D. **Residential Merger – Section 317:** Pursuant to Planning Code Section 317, Conditional Use Authorization is required for applications proposing to merge dwelling units. This Code Section establishes a checklist of criteria that delineate the relevant General Plan Policies and Objectives.

As the project requires Conditional Use Authorization per the requirements of the Section 317, the additional criteria specified under Section 317 have been incorporated as findings a part of this Motion. See Item 8, “Additional Findings pursuant to Section 317” below.

7. **Planning Code Section 303** establishes criteria for the Planning Commission to consider when reviewing applications for Conditional Use Authorization. On balance, the project does **not** comply with all said criteria in that:

- A. The proposed new uses and building, at the size and intensity contemplated and at the proposed location, will provide a development that is necessary or desirable, and compatible with, the neighborhood or the community.

The proposed use would not increase the size or intensity of the existing residential use, and there would be no exterior alterations to the building. The Project would merge two existing dwellings that are not demonstrably affordable and would bring the property into greater conformity with density limits of the planning code.

- B. The proposed project will not be detrimental to the health, safety, convenience or general welfare of persons residing or working in the vicinity. There are no features of the project

that could be detrimental to the health, safety or convenience of those residing or working the area, in that:

- i. Nature of proposed site, including its size and shape, and the proposed size, shape and arrangement of structures;

The Project does not involve any alterations to the exterior of the subject building and will not affect the building envelope.

- ii. The accessibility and traffic patterns for persons and vehicles, the type and volume of such traffic, and the adequacy of proposed off-street parking and loading;

The Project does not trigger additional parking and would not increase the amount of traffic because the project would merge two dwelling units.

- iii. The safeguards afforded to prevent noxious or offensive emissions such as noise, glare, dust and odor;

The Project would merge two existing dwelling units, subject to an "owner-occupancy" condition, and not create any additional noise, glare, dust or odor.

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

The Project does not require any additional landscaping, screening, or open space and does not propose any exterior changes.

- C. That the use as proposed will comply with the applicable provisions of the Planning Code and will not adversely affect the General Plan.

The Project complies with all relevant requirements and standards of the Planning Code and is consistent with objectives and policies of the General Plan as detailed below.

- D. That the use as proposed would provide development that is in conformity with the purpose of the applicable Use District.

The Building is located in an RM-4 Zoning District, where residential uses are principally permitted. The project proposes to merge two existing uses that are principally permitted and conforms to the purposes of the Use District.

8. **Planning Code Section 317(g)(2)** establishes criteria for the Planning Commission to consider when reviewing applications requesting to merge residential units. On balance, the project does not comply with said criteria in that:

- A. Whether removal of the unit(s) would eliminate only owner occupied housing, and if so, for how long the unit(s) proposed to be removed have been owner occupied;

The project proposes to merge units 902 and 1001 within a 19-unit building. The owner of the building resides in unit 1001, a 2,500 square foot building that occupies the tenth floor as well as the penthouse above. Unit 902 is a 1,507 rental unit that has also been occupied by the owner's family. The project as currently proposed would condition approval on a restriction that the Merged Unit remains owner-occupied. If, in the future, the two units are no longer owner-occupied, those units would be returned to two units in their approximate current configurations.

- B. Whether removal of the unit(s) and the merger with another is intended for owner occupancy;

The Project Applicant's family currently occupies both units and the merger would allow both units to function as one. The newly created four-bedroom unit will continue to be occupied by the same family. If, in the future, the two units are no longer owner-occupied, those units would be returned to two units in their approximate current configurations.

- C. That the removal of the unit will remove an affordable housing unit as defined in Section 401 of this Code or housing subject to the Residential Rent Stabilization and Arbitration Ordinance;

The Proposed Project will not eliminate any affordable housing units, however, unit 902 is subject to the Residential Rent Stabilization and Arbitration Ordinance.

Pursuant to the City's Periodic Adjustment to Numerical Criteria, a single family home valued at or above \$1,630,000 is considered to be unaffordable. Unit 902, the least expensive unit of the two units, and the unit to be removed, was last rented for \$6,500 per month and currently has a rental value of \$7,000 - \$7,500 per month. An appraisal prepared by Watts, Cohn and Partners, Inc., dated May 2017, valued unit 902 at \$2,300,000.

- D. If removal of the unit removes an affordable housing unit as defined in Section 401 of this Code or units subject to the Residential Rent Stabilization and Arbitration Ordinance, whether replacement housing will be provided which is equal or greater in size, number of bedrooms, affordability, and suitability to households with children to the units being removed;

As discussed above, neither of the units are considered "affordable," however Unit 902 is subject to the City's Residential Rent Stabilization and Arbitration Ordinance.

- E. How recently the unit being removed was occupied by a tenant or tenants;

Unit 902 was occupied until April 28, 2017 when the occupants moved of their own volition.

- F. Whether the number of bedrooms provided in the merged unit will be equal to or greater than the number of bedrooms in the separate units;

The project would merge the two-bedroom units to create a 4-bedroom, 4.5-bath, 3-level unit. The new unit will have four bedrooms which is equal to the sum of the bedrooms in Units 902 and 1001.

- G. Whether removal of the unit is necessary to correct design or functional deficiencies that cannot be corrected through interior alterations;

The reconfiguration and merger of the units is necessary to provide a practical and functional unit for Mr. Bentley's family.

- H. The appraised value of the least expensive Residential Unit proposed for merger only when the merger does not involve an Unauthorized Unit.

As noted in Section C above, an appraisal prepared by Watts, Cohn and Partners, Inc., dated May 2017, valued unit 902 at \$2,300,000.

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

HOUSING ELEMENT

Objectives and Policies

OBJECTIVE 2:

Retain existing housing units, and promote safety and maintenance standards, without jeopardizing affordability.

Policy 2.2:

Retain existing housing by controlling the merger of residential units, except where a merger clearly creates new family housing.

The project would merge a large two-bedroom unit with a smaller two-bedroom. The newly created four-bedroom unit would provide common areas for the household and retain the same number of bedrooms. The proposed unit merger will create one four-bedroom unit that will provide sufficient space for a large and/or extended family.

10. **Planning Code Section 101.1(b)** establishes eight priority-planning policies and requires review of permits for consistency with said policies. On balance, the project does comply with said policies in that:

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

The dwelling unit merger would not remove or cause the removal of neighborhood serving retail uses. Therefore, the policies of Section 101.1(b)(1) are not applicable to the Proposed Project.

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

The project would merge two existing units that are considered unaffordable and owner-occupied. The project proposes to restrict the use of the Merged Unit to owner-occupancy, and therefore the cultural and economic diversity of the neighborhood will not be affected. The Proposed Project, therefore, is consistent with the policies of Section 101.1(b)(2).

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

Pursuant to the City's Periodic Adjustment to Numerical Criteria, a single family home valued at or above \$1,630,000 is considered to be unaffordable. Unit 902, the least expensive unit of the two units, and the unit to be removed, was last rented for \$6,500 per month and currently has a rental value of \$7,000 - \$7,500 per month. An appraisal prepared by Watts, Cohn and Partners, Inc., dated May 2017, valued unit 902 at \$2,300,000.

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

The project would merge two existing units into one larger unit and is not expected to create additional traffic or parking demand as there is no building expansion of gross floor area or increase in number of units. The Proposed Project, therefore, is consistent with the policies of Section 101.1(b)(4).

- E. That a diverse economic base be maintained by protecting our industrial and service sectors from displacement due to commercial office development, and that future opportunities for resident employment and ownership in these sectors be enhanced.

The project would merge two existing residential units and does not propose new office space. Therefore, the policies of Section 101.1(b)(5) are not applicable to this Proposed Project.

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

The Proposed Project will not change the seismic and fire safety standards of the Building. Therefore, the Proposed Project is consistent with the policies of Section 101.1(b)(6).

- G. That landmarks and historic buildings be preserved.

Merger of the two units will not affect the exterior of the building and is consistent with the policies of Section 101.1(b)(7).

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

The project does not propose any exterior changes. Therefore, the merger will have no effect on the sunlight access of any parks or open space or impair the view from any public vistas. Accordingly, the Proposed Project is consistent with the policies of Section 101(b)(8).

11. The Project is not consistent with and would not promote the general and specific purposes of the Code provided under Section 101.1(b) in that, as designed, the Project would not contribute

to the character and stability of the neighborhood and would not constitute a beneficial development.

12. The Commission hereby finds that approval of the Conditional Use authorization would not promote the health, safety and welfare of the City.

DECISION

That based upon the Record, the submissions by the Applicant, the staff of the Department and other interested parties, the oral testimony presented to this Commission at the public hearings, and all other written materials submitted by all parties, the Commission hereby **APPROVES Conditional Use Application No. 2017-007430CUA** pursuant to Planning Code Sections 303 and 317 to allow a dwelling unit merger that would merge a 1,507 square foot, two-bedroom, two-bath dwelling unit (#902) with a 2,502 square foot, two-bedroom, two and a half-bath dwelling unit (#1001), subject to the conditions set forth in Exhibit A. The property is located within the High Density Mixed Residential District (RM-4), and a 65-A Height and Bulk District

APPEAL AND EFFECTIVE DATE OF MOTION: Any aggrieved person may appeal this Conditional Use Authorization to the Board of Supervisors within thirty (30) days after the date of this Motion No. XXXXX. The effective date of this Motion shall be the date of this Motion if not appealed (After the 30-day period has expired) OR the date of the decision of the Board of Supervisors if appealed to the Board of Supervisors. For further information, please contact the Board of Supervisors at (415) 554-5184, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

Protest of Fee or Exaction: You may protest any fee or exaction subject to Government Code Section 66000 that is imposed as a condition of approval by following the procedures set forth in Government Code Section 66020. The protest must satisfy the requirements of Government Code Section 66020(a) and must be filed within 90 days of the date of the first approval or conditional approval of the development referencing the challenged fee or exaction. For purposes of Government Code Section 66020, the date of imposition of the fee shall be the date of the earliest discretionary approval by the City of the subject development.

If the City has not previously given Notice of an earlier discretionary approval of the project, the Planning Commission's adoption of this Motion, Resolution, Discretionary Review Action or the Zoning Administrator's Variance Decision Letter constitutes the approval or conditional approval of the development and the City hereby gives **NOTICE** that the 90-day protest period under Government Code Section 66020 has begun. If the City has already given Notice that the 90-day approval period has begun for the subject development, then this document does not re-commence the 90-day approval period.

I hereby certify that the Planning Commission ADOPTED the foregoing Motion on December 14, 2017.

Jonas P. Ionin
Commission Secretary

AYES:

NAYS:

ABSENT:

ADOPTED: December 14, 2017

EXHIBIT A

AUTHORIZATION

This authorization is for a conditional use to merge a 1,507 square foot, two-bedroom, two-bath dwelling unit (#902) with a 2,502 square foot, two-bedroom, two and a half-bath dwelling unit (#1001) located at 1360 Jones Street, Lot 016 in Assessor's block 0214 pursuant to Planning Code Section(s) **303, AND 317** within the RM-4 (residential, mixed, high density) Zoning District and 40-X Height and Bulk District; in general conformance with plans, dated **June 5, 2017**, and stamped "EXHIBIT B" included in the docket for Case No. **2017-007430CUA** and subject to conditions of approval reviewed and approved by the Commission on **December 14, 2017** under **Motion No XXXX**. This authorization and the conditions contained herein run with the property and not with a particular Project Sponsor, owner, business, or operator.

RECORDATION OF CONDITIONS OF APPROVAL

Prior to the issuance of the building permit or commencement of use for the Project the Zoning Administrator shall approve and order the recordation of a Notice in the Official Records of the Recorder of the City and County of San Francisco for the subject property. This Notice shall state that the project is subject to the conditions of approval contained herein and reviewed and approved by the Planning Commission on **December 14, 2017** under Motion No **XXXX**.

PRINTING OF CONDITIONS OF APPROVAL ON PLANS

The conditions of approval under 'Exhibit A' of this Planning Commission Motion No. **XXXX** shall be reproduced on the Index Sheet of construction plans submitted with the Site or Building permit application for the Project. The Index Sheet of the construction plans shall reference the Conditional Use authorization and any subsequent amendments or modifications.

SEVERABILITY

The Project shall comply with all applicable City codes and requirements. If any clause, sentence, section or any part of these conditions of approval is for any reason held to be invalid, such invalidity shall not affect or impair other remaining clauses, sentences, or sections of these conditions. This decision conveys no right to construct, or to receive a building permit. "Project Sponsor" shall include any subsequent responsible party.

CHANGES AND MODIFICATIONS

Minor changes to the approved plans may be approved administratively by the Zoning Administrator. Significant changes and modifications of conditions shall require Planning Commission approval of a new Conditional Use authorization.

Conditions of Approval, Compliance, Monitoring, and Reporting

OWNER-OCCUPANCY

1. The Merged Unit shall remain "Owner-Occupied" (as defined below) now and in the future. At the time that such owner occupancy ceases, the previous units must be restored to approximately the same square footage as prior to the approved unit merger.
2. "Owner-Occupied" or "Owner Occupant" shall refer to occupancy by an individual or individuals who own the Property, including the spouse, registered domestic partner, child or parent of an owner of the Property, or by a limited liability company whose membership includes an individual who occupies the unit (or has a spouse, registered domestic partner or parent who occupies the unit), provided that such individual is the sole member (or managing member) of a limited liability company which holds title to the Property at the time of occupancy.
3. In the event that the current or future Owner Occupant (as defined above) no longer occupies the Merged Unit, the then owner of the Property at that time shall, within three (3) months of vacation of the Merged Unit, file an alteration permit with the City to restore unit 1001 and unit 902 as separate units in approximately the same size and configuration as shown in the plans attached to the conditional use application approved by the Planning Commission.
4. The current Owner Occupant and all future Owner Occupants shall submit an affidavit under penalty of perjury, in the form attached as Exhibit B, to the City's Zoning Administrator on an annual basis starting on the sixth month after the current Owner Occupant receives a job card or certificate of occupancy as to the construction work authorized by the conditional use permit, and again each year on the one year anniversary of the receipt of such job card or certificate of occupancy. Failure to timely submit the required affidavit so shall be a violation of this condition of approval. If such a certification is not timely filed within two months of the date due, the City shall have the right to initiate revocation of the conditional use authorization and/or issue a notice of violation and pursue abatement.

PERFORMANCE

5. **Validity.** The authorization and right vested by virtue of this action is valid for three (3) years from the effective date of the Motion. The Department of Building Inspection shall have issued a Building Permit or Site Permit to construct the project and/or commence the approved use within this three-year period.
For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org
6. **Expiration and Renewal.** Should a Building or Site Permit be sought after the three (3) year period has lapsed, the project sponsor must seek a renewal of this Authorization by filing an application for an amendment to the original Authorization or a new application for Authorization. Should the project sponsor decline to so file, and decline to withdraw the permit application, the Commission shall conduct a public hearing in order to consider the revocation of

the Authorization. Should the Commission not revoke the Authorization following the closure of the public hearing, the Commission shall determine the extension of time for the continued validity of the Authorization.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

7. **Diligent pursuit.** Once a site or Building Permit has been issued, construction must commence within the timeframe required by the Department of Building Inspection and be continued diligently to completion. Failure to do so shall be grounds for the Commission to consider revoking the approval if more than three (3) years have passed since this Authorization was approved.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

8. **Extension.** All time limits in the preceding three paragraphs may be extended at the discretion of the Zoning Administrator where implementation of the project is delayed by a public agency, an appeal or a legal challenge and only by the length of time for which such public agency, appeal or challenge has caused delay.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

9. **Conformity with Current Law.** No application for Building Permit, Site Permit, or other entitlement shall be approved unless it complies with all applicable provisions of City Codes in effect at the time of such approval.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

MONITORING - AFTER ENTITLEMENT

10. **Enforcement.** Violation of any of the Planning Department conditions of approval contained in this Motion or of any other provisions of Planning Code applicable to this Project shall be subject to the enforcement procedures and administrative penalties set forth under Planning Code Section 176 or Section 176.1. The Planning Department may also refer the violation complaints to other city departments and agencies for appropriate enforcement action under their jurisdiction.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

11. **Revocation due to Violation of Conditions.** Should implementation of this Project result in complaints from interested property owners, residents, or commercial lessees which are not resolved by the Project Sponsor and found to be in violation of the Planning Code and/or the specific conditions of approval for the Project as set forth in Exhibit A of this Motion, the Zoning Administrator shall refer such complaints to the Commission, after which it may hold a public hearing on the matter to consider revocation of this authorization.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

OPERATION

12. **Community Liaison.** Prior to issuance of a building permit to construct the project and implement the approved use, the Project Sponsor shall appoint a community liaison officer to deal with the issues of concern to owners and occupants of nearby properties. The Project Sponsor shall provide the Zoning Administrator with written notice of the name, business address, and telephone number of the community liaison. Should the contact information change, the Zoning Administrator shall be made aware of such change. The community liaison shall report to the Zoning Administrator what issues, if any, are of concern to the community and what issues have not been resolved by the Project Sponsor.

For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org

EXHIBIT B

Affidavit of Compliance To Be Filed Yearly

TO THE ZONING ADMINISTRATOR OF THE CITY AND COUNTY OF SAN FRANCISCO:

The undersigned individual or individuals hereby certify, under penalty of perjury, that he/she currently occupies the top floor unit at 1360 Jones Street and is either an owner of the building.

The undersigned further certifies that he/she currently occupies the top floor unit at 1960 Jones Street that was created as part of a unit merger referenced in Planning Department Case No. 2017-007430PRJ.

Dated: _____

