



# SAN FRANCISCO PLANNING DEPARTMENT

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## Executive Summary Conditional Use Authorization

HEARING DATE: NOVEMBER 14, 2019

*Record No.:* 2018-012642CUA  
*Project Address:* 552-554 Capp Street  
*Zoning:* Residential Transit Oriented - Mission (RTO-M) Zoning District  
40-X Height and Bulk District  
*Block/Lot:* 3610/037  
*Project Sponsor:* Kimberly Edmonds, Ventura Partners  
70 Otis Street  
San Francisco, CA 94103  
*Property Owner:* Community Music Center  
544 Capp Street  
San Francisco, CA 94110  
*Staff Contact:* Xinyu Liang – (415) 575-9182  
[xinyu.liang@sfgov.org](mailto:xinyu.liang@sfgov.org)  
*Recommendation:* **Approval with Conditions**

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### PROJECT DESCRIPTION

The proposed project (Project) includes conversion of an single-family residence and rear residential cottage to a Community Facility Use within the RTO-M Zoning District. The Project also includes approximately 1,250-square-foot of horizontal and vertical additions to the front building, renovation of the rear cottage, reconfiguration of the front courtyard to include a new ADA-compliant entry, and a second-story connecting bridge to the adjacent building in the second phase. The proposal would expand the operation of Community Music Center (CMC), currently operating on the adjacent lot at 544 Capp Street, to increase enrollment and course offerings.

### REQUIRED COMMISSION ACTION

In order for the Project to proceed, the Commission must grant a Conditional Use Authorization, pursuant to Planning Code Sections 209.4, 303, and 317, to convert two residential dwelling units and to establish a Community Facility Use.

### ISSUES AND OTHER CONSIDERATIONS

- **Public Comment & Outreach.**
  - **Support/Opposition:** The Project Sponsor has submitted letters of support from Mission Neighborhood Centers, San Francisco Unified School District (SFUSD), Mission Dolores Neighborhood Association, Bethany Center Senior Housing, and approximately 340 support letters from students and families.

- **Outreach:** The Project Sponsor has a long history of collaboration with many nonprofit organizations and with SFUSD. A pre-application meeting was held within the community on September 4, 2018, and an additional community meeting was held on February 5, 2019. In addition, CMC reached out to various organizations in the neighborhood directly to discuss the project, including the Calle 24 Latino Cultural District, Mission Economic Development Agency (MEDA), Tenant's Union, Housing Rights Committee, and Mission Neighborhood Centers. CMC was ultimately able to work closely with representatives of United to Save the Mission (USM) to identify specific ways of maximizing Project benefits to the community and signed a Memorandum of Understanding (MOU) on August 28, 2019.
- **Residential Conversion.**
  - The project proposes to convert two residential dwelling units, which are currently owned by CMC and have been vacant since May 2012, when the previous owner removed the dwelling units from the rental market.
  - The project complies with the findings for residential conversion per Planning Code Section 317. CMC is a nonprofit organization and has been providing services to the community for almost 100 years at the adjacent property at 544 Capp Street. The proposed conversion and expansion would allow CMC to increase enrollment by approximately 400 students on a weekly basis and double the amount of free and affordable programming for low-income individuals and families. The benefits are greater based on services gained than if the units remain vacant on the speculative residential market.

## **ENVIRONMENTAL REVIEW**

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

## **BASIS FOR RECOMMENDATION**

The Department finds that the Project is, on balance, consistent with the Mission Area Plan and the Objectives and Policies of the General Plan. Although the Project results in a loss of two residential units, the Project would help expand the CMC's program, alleviate overcrowding of the existing facility at the adjacent site, and provide more free and low-cost classes to the community. The Department also finds the project to be necessary, desirable, and compatible with the surrounding neighborhood, and not to be detrimental to persons or adjacent properties in the vicinity.

## **ATTACHMENTS:**

Draft Motion – Conditional Use Authorization with Conditions of Approval (Exhibit A)  
Exhibit B – Plans and Renderings  
Exhibit C – Environmental Determination  
Exhibit D – Land Use Data  
Exhibit E – Maps and Context Photos  
Exhibit F - Project Sponsor Brief



# SAN FRANCISCO PLANNING DEPARTMENT

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## Planning Commission Draft Motion

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ADOPTING FINDINGS RELATING TO THE APPROVAL OF A CONDITIONAL USE AUTHORIZATION PURSUANT TO PLANNING CODE SECTIONS 209.4, 303, AND 317 TO CONVERT TWO RESIDENTIAL DWELLING UNITS AND TO ESTABLISH A COMMUNITY FACILITY USE WITHIN THE RESIDENTIAL TRANSIT ORIENTED - MISSION (RTO-M) ZONING DISTRICT AND A 40-X HEIGHT AND BULK DISTRICT, LOCATED AT 552-554 CAPP STREET, LOT 037 IN ASSESSOR'S BLOCK 3610, AND ADOPTING FINDINGS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

### PREAMBLE

On September 14, 2018, Community Music Center (hereinafter "Project Sponsor") filed Application No. 2018-012642CUA (hereinafter "Application") with the Planning Department (hereinafter "Department") for a Conditional Use Authorization to convert the single-family residence and rear residential cottage and to establish a Community Facility Use (hereinafter "Project") at 552-554 Capp Street, Block 3610 Lots 037, (hereinafter "Project Site"). The Project also includes approximately 1,250-square-foot of horizontal and vertical additions to the front building, renovation of the rear cottage, reconfiguration of the front courtyard to include a new ADA-compliant entry, and a second-story connecting bridge to the adjacent building in the second phase.

On October 10, 2019 the Project was determined to be exempt from the California Environmental Quality Act ("CEQA") as a Class 1 Categorical Exemption under CEQA as described in the determination contained in the Planning Department files for this Project.

On November 14, 2019, the San Francisco Planning Commission (hereinafter "Commission") conducted a duly noticed public hearing at a regularly scheduled meeting on Conditional Use Authorization Application No. 2018-012642CUA.

On November 14, 2019, the Commission conducted a duly noticed public hearing at a regularly scheduled meeting on Conditional Use Authorization Application No. 2018-012642CUA.

The Planning Department Commission Secretary is the custodian of records; the File for Record No. 2018-012642CUA is located at 1650 Mission Street, Suite 400, San Francisco, California.

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

**MOVED**, that the Commission hereby authorizes the Conditional Use Authorization as requested in Application No. 2018-012642CUA, subject to the conditions contained in “EXHIBIT A” of this motion, based on the following findings:

## **FINDINGS**

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

1. The above recitals are accurate and constitute findings of this Commission.
2. **Project Description.** The Project includes conversion of a vacant large single-family Victorian residence and an existing rear residential cottage into a Community Facility Use in order to expand services of the Community Music Center (CMC) at 544 Capp Street. For the front building, an approximately 1,250-square-foot vertical and horizontal addition is proposed to the rear portion of the building in order to accommodate additional programming space. The front building will also include accessible practice rooms, rehearsal space, and a recital hall. For the rear cottage, interior tenant improvements are proposed to convert the space to a faculty lounge. Other changes include reconfiguration of the front courtyard to include a new ADA-compliant entry, installation of four Class 1 bicycle spaces on the property, and establishment of a 66-foot-long passenger loading zone at the Capp Street frontage. The proposed project would increase enrollment by approximately 400 students and 10 staff on a weekly basis. The Project Sponsor also intends to propose a connecting bridge on the second floor to 544 Capp Street under a separate permit in the future.
3. **Site Description and Present Use.** The Project Site is approximately 3,670 square feet, located on the block bounded by Capp Street to the east, 21<sup>st</sup> Street to the south, Mission Street to the west, and 20<sup>th</sup> Street to the north, in the Mission District. The existing building is a 31-foot-tall, approximately 2,600-square-foot, single-family home with a rear residential cottage. The Project Site has two dwelling units, which are both currently vacant. The existing single-family home was constructed circa 1885 and has been identified as a historic resource. The existing site has no off-street parking nor on-street loading spaces. There are no curb cuts and has two standard on-street parking spaces at the street level.



4. **Surrounding Properties and Neighborhood.** The Project Site is located within the RTO-M Zoning District in the Mission Area Plan. The immediate context consists primarily of multi-unit residential buildings. The site is bordered at the rear by the Mission Street Neighborhood Commercial Transit (Mission NCT) Zoning District, which is mixed in character with residential, retail, and institutional uses to provide a selection of goods serving the day-to-day needs of the residents in the Mission District. The immediately adjacent structure to the south at 560 Capp Street is a two-story building, home to the Tenant's Union Office and the Lawyer's Guild. The immediately adjacent structure to the north at 544 Capp Street is a two-story, approximately 4,010-square-foot building, home to the current CMC headquarter. Currently, CMC serves approximately 1,400 students on a weekly basis, in the format of one to two hours of weekly music lessons. Over the course of the week, 14 staffs are on-site daily and 40 staffs rotate on-site as needed for instruction schedules. On weekends, the Center hosts special events with attendance in excess of 75 individuals. Other buildings in the surrounding neighborhood include Bethany Center Senior Housing, moderate-scale apartment buildings, and small-scale residential houses.
5. **Public Outreach and Comments.** The Project Sponsor has a long history of collaboration with many nonprofit organizations and with SFUSD. A pre-application meeting was held within the community on September 4, 2018, and an additional community meeting was held on February 5, 2019. In addition, CMC reached out to various organizations in the neighborhood directly to discuss the project, including the Calle 24 Latino Cultural District, Mission Economic Development Agency (MEDA), Tenant's Union, Housing Rights Committee, and Mission Neighborhood Centers. CMC was ultimately able to work closely with representatives of United to Save the Mission (USM) to identify specific ways of maximizing Project benefits to the community and signed a Memorandum of Understanding (MOU) on August 28, 2019. The Project Sponsor has submitted letters of support from Mission Neighborhood Centers, San Francisco Unified School District (SFUSD), Mission Dolores Neighborhood Association, Bethany Center Senior Housing, and approximately 340 support letters from students and families.
6. **Planning Code Compliance.** The Commission finds that the Project is consistent with the relevant provisions of the Planning Code in the following manner:
  - A. **Use.** Planning Code Section 209.4 states that a Conditional Use Authorization is required for Community Facility uses within the RTO-M Zoning District.

*The proposed CMC is considered a Community Facility Use per Planning Code Section 102, which is "an Institutional Community Use that includes community clubhouses, neighborhood centers, community cultural centers, or other community facilities not publicly owned but open for public use in which the chief activity is not carried on as a gainful business and whose chief function is the gathering of persons from the immediate neighborhood in a structure for the purposes of recreation, culture, social interaction, health care, or education other than Institutional Uses as defined in this Section." Therefore, a Conditional Use Authorization is required.*
  - B. **Height and Bulk.** The project is located in a 40-X Height and Bulk District.

*The proposal is approximately 38' in height, which is consistent with the 40-X height and bulk district. At the front building wall, the total building height is approximately 31' at the front, increasing to 37' after a 30' setback from the front building wall.*

- C. **Landscaping.** Planning Code Section 132 requires 50% of the front setback area shall be surfaced in permeable materials and further, that 20% of the front setback area shall be landscaped with approved plant species.

*The Project will provide 50% of the permeable surface and 20% of landscaped area within the required front setback area.*

- D. **Rear Yard.** Planning Code Section 134 requires that the project provide a rear yard equal to 45% of the total depth of the lot, provided that the requirement may be reduced based on the conditions of adjacent lots but in no case may be less than 15' of 25% of the total depth of the lot. Additionally, if averaging is used, the total height of the last 10' of building depth is limited to 30'.

*The average rear yard between adjacent properties is within 25% of the total depth of the lot. Therefore, the required rear yard is 30'-6", 25% of the total depth of the lot. The proposed horizontal and vertical addition is setback approximately 31'-6" from the rear property line (26% of the total lot depth). Additionally, the last 10' of building depth has been limited to a height of 27'. There will be no bulk changes to the existing legal non-complying rear cottage.*

- E. **Bicycle Parking.** Planning Code Section 155.1 requires two Class One and two Class Two bicycle parking spaces.

*The Project provides four Class One bicycle parking spaces, two of which would be publicly available in order to substitute the requirements of two Class Two bicycle parking spaces. Thus, the project complies with this requirement.*

- F. **Transportation Sustainability Fee ("TSF").** Planning Code Section 411A applies to any Development Project that results in a change or replacement of Use, such that the rate charged for the new use is higher than the rate charged for the existing use. The TSF shall not apply to any portion of a project located on a property or portion of a property that will be exempt from real property taxation or possessory interest taxation under California Constitution, Article XIII, Section 4, as implemented by California Revenue and Taxation Code Section 214.

*The Project Sponsor is seeking the charitable exemption. Within one year of issuance of the final Certificate of Occupancy, the property owner shall provide documentation to the Zoning Administrator demonstrating that the subject property, or portion thereof, has been determined exempt from real property taxation or possessory interest taxation under California Constitution Article XIII, Section 4, as implemented by California Revenue and Taxation Code Section 214.*

- G. **Eastern Neighborhood Infrastructure Impact Fees.** Planning Code Section 423 is applicable to any development project within the RTO-M Zoning District that increase the non-residential space by more than 800 gross square feet.

*The Project Site currently includes approximately 3,079 gross square feet of residential use. The Project proposed to establish approximately 4,331 gross square feet of non-residential use, which is subject to Eastern Neighborhood Infrastructure Impact Fees, as outlined in Planning Code Section 423. These fees must be paid prior to the issuance of the building permit application.*

7. **Residential Conversion.** Planning Code Section 317(g)(3) sets forth criteria for the Planning Commission to consider when reviewing applications for Residential Conversion.

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

*Both residential units proposed for conversion are currently vacant since 2012, when the previous owner removed the dwelling units from the rental market via the Ellis Act. This removal from the rental market allows the buildings to be sold to a single-family occupant or to a market-rate developer.*

- B. Whether Residential Conversion would provide desirable new Non- Residential Use(s) appropriate for the neighborhood and adjoining district(s).

*The proposed Community Facility Use is both appropriate and desirable for the neighborhood as it is designed to enhance services to the surrounding Mission neighborhood. This Project involves the expansion of a nonprofit community facility that has provided services to the Mission neighborhood in its current location at 544 Capp Street for almost 100 years. CMC offers opportunities to all individuals wishing to take lessons or use its practice or performance space regardless of ability to pay. Its programs include music from diverse cultures and provide multilingual classes. CMC also subsidizes free and low-cost tuition and public performances.*

- C. In districts where Residential Uses are not permitted, whether Residential Conversion will bring the building closer into conformance with the Uses permitted in the zoning district.

*Residential uses are permitted within the RTO-M Zoning District. Conversion to a Community Facility Use would have no effect on the building's conformance with the uses permitted in the District.*

- D. Whether conversion of the unit(s) will be detrimental to the City's housing stock.

*The loss of two unoccupied dwelling units through the conversion to a Community Facility Use will not be detrimental to the City's housing stock. The existing residential units on this site were removed from the rental market by the previous owner in 2012. They are not affordable residential units. CMC is proposing to convert these dwelling units to use as a community facility that will*

*become a long-term community asset, with programming for low-income individuals and families. The benefits are greater based on services gained.*

- E. Whether conversion of the unit(s) is necessary to eliminate design, functional, or habitability deficiencies that cannot otherwise be corrected.

*There are no design or functional deficiencies noted in the structure. The Project is designed to enable full operation of the CMC's service operation plan.*

- F. Whether the Residential Conversion will remove Affordable Housing, or units subject to the Residential Rent Stabilization and Arbitration Ordinance.

*The front building was constructed circa 1885 as a single-family residence. The rear accessory cottage was construction in 1953. No affordable housing will be removed. The Planning Department cannot definitely determine whether or not the single-family home and rear cottage are subject to the Rent Stabilization and Arbitration Ordinance.*

8. **Conditional Use Findings.** Planning Code Section 303 establishes criteria for the Planning Commission to consider when reviewing applications for Conditional Use Authorization. On balance, the project complies with said criteria in that:

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

*The proposed Community Facility Use will provide a development that is necessary and desirable to the community. CMC is a nonprofit organization and has been providing services to the neighborhood and community for almost 100 years at its current location at 544 Capp Street. In 2012 the organization purchased the Project Site to allow it to expand its program and provide facilities that are ADA accessible. This conversion and alteration plan is modest in size and compatible with the existing RTO-M Zoning District and nearby Mission NCT Zoning District. The plan maintains the existing two-story building envelope; adding a small rear horizontal and vertical component. The Project will not create any further physical impacts on surrounding buildings. In addition to providing programming that is accessible to individuals of all physical abilities, the Project will allow CMC to significantly expand its free and subsidized tuition offerings to low-income residents.*

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

- (1) Nature of proposed site, including its size and shape, and the proposed size, shape and arrangement of structures;

*The change in use from vacant residence to a Community Facility Use will not be detrimental to the health, safety convenience or general welfare of the nearby residents or workers. The proposed alteration and addition to the existing building envelope is in full compliance with the RTO-M zoning regulations. There will be minimal changes to the front façade and will not have a significant impact on the identified historic resources on the project site.*

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

*The Project would not have significant transportation impacts. The Project Site has no off-street parking nor on-street loading space. There are no curb cuts and accommodate two standard on-street parking spaces located at the street level. A total of approximately 75 feet of on-street passenger loading zones are located within 250 feet to the south at the Bethany Center and the applicant is working with other city agencies, including MTA and DPW to propose a 66' white curb in front of the Project Site and 544 Capp Street. The Project will provide four Class One bicycle parking spaces. The Project Site is well served by multiple public transportation options, including BART at both 16th Street and 24th Street BART stations and Muni bus lines running along Mission Street, South Van Ness Avenue, and other cross streets. The expansion of services will be largely accommodated by continued use of transit by staff and students. The El Capitan parking lot and Mission Bartlett Garage are within one block and two and a half blocks respectively, providing ample off-street parking within close proximity, as well as car-share facilities.*

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

*No noxious or offensive emissions such as noise, glare dust and odor are expected to be emitted during the CMC normal operations. The proposed building alteration will include acoustic design to minimize any unwanted noise emanating from the building and will be full compliance with building and safety code standards.*

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

*The project will retain much of the mature landscaping on the site, particularly at the front of the property that is visible from the street. The design of the garden area and the enhancement of the courtyard between 544 Capp Street and 552 Capp Street will provide ADA accessible outdoor space with landscaping at a scale that blends well with the residential neighborhood and the historic buildings on site.*

- 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 the 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 district.

*The Project is consistent with the stated purpose of RTO-M Zoning District to recognize, protect, conserve, and enhance areas characterized by a mixture of densities and building forms that for the most part reflect the fine-grained lot patterns, with 25- to 35-foot building widths and are two to five stories in height. The Project is a Community Facility Use that is compatible with the surrounding neighborhood.*

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

## **HOUSING ELEMENT**

### **Objectives and Policies**

#### **OBJECTIVE 11:**

IN INCREASING THE SUPPLY OF HOUSING, PURSUE PLACEMAKING AND NEIGHBORHOOD BUILDING PRINCIPLES AND PRACTICES TO MAINTAIN SAN FRANCISCO'S DESIRABLE URBAN FABRIC AND ENHANCE LIVABILITY IN ALL NEIGHBORHOODS.

#### **Policy 11.3:**

Encourage appropriate neighborhood-serving commercial activities in residential areas, without causing affordable housing displacement.

#### **Policy 11.4:**

Avoid or minimize disruption caused by expansion of institutions, large-scale uses and auto-oriented development into residential areas.

*There will be minimal disruption of the surrounding residential area by the proposed expansion. The buildings being proposed for conversion to a Community Facility Use on this site will provide more benefits to the community as programming and meeting space than if they remain on the speculative residential market. The buildings have been vacant since 2012. The property has been appraised at a value of about \$2 million. If the property is not used to expand community-serving uses, a likely scenario would be its purchase as a single-family home or a development site for a limited number of new, market-rate residential units.*

## **COMMERCE AND INDUSTRY ELEMENT**

### **Objectives and Policies**

#### **OBJECTIVE 7:**

ENHANCE SAN FRANCISCO'S POSITION AS A NATIONAL AND REGIONAL CENTER FOR GOVERNMENTAL, HEALTH, AND EDUCATIONAL SERVICES.

**Policy 7.2:**

Encourage the extension of needed health and educational services, but manage expansion to avoid or minimize disruption of adjacent residential areas.

**Policy 7.3:**

Promote the provision of adequate health and educational services to all geographical districts and cultural groups in the city.

*The proposed expansion of the Community Facility will have minimal impact on the adjacent residential area due to its small size. The dwelling units converted are not designated as affordable housing. CMC has an existing campus that does not significantly intrude into the surrounding residential area. The Project is also in proximity to ample public transportation.*

*CMC provides necessary and desirable educational services for a diverse set of families within the neighborhood, city, and region. CMC students range in age from a few months to 99 years. CMC serves them at its Mission District headquarters, the Richmond District Branch, San Francisco public schools, and 14 senior facilities all around the City. In fiscal 2019, 2,041 students studied at the Mission District headquarters, enjoying everything from jazz to Western classical to Chinese to Latin music. Nearly 18,000 audience members from the Mission and around the Bay Area came to hear student recitals, professional concerts, and public events from salsa to tango to square dances to freely improvised contemporary music.*

**COMMUNITY FACILITIES ELEMENT**

**Objectives and Policies**

**OBJECTIVE 3**

ASSURE THAT NEIGHBORHOOD RESIDENTS HAVE ACCESS TO NEEDED SERVICES AND A FOCUS FOR NEIGHBORHOOD ACTIVITIES.

**POLICY 3.3**

Develop centers to serve an identifiable neighborhood.

**POLICY 3.4**

Locate neighborhood centers so they are easily accessible and near the natural center of activity.

**POLICY 3.5**

Develop neighborhood centers that are multipurpose in character, attractive in design, secure and comfortable, and inherently flexible in meeting the current and changing needs of the neighborhood served.

**OBJECTIVE 4**

PROVIDE NEIGHBORHOOD CENTERS THAT ARE RESPONSIVE TO THE COMMUNITY SERVED.

**POLICY 4.1**

Assure effective neighborhood participation in the initial planning, ongoing programming, and activities of multi-purpose neighborhood centers.

**POLICY 4.2**

Provide an effective and responsible management structure for each neighborhood center.

**POLICY 4.3**

Insure continuing responsiveness to neighborhood needs by making clear assignments of responsibility for supervision of center operation and administration.

*CMC has been regularly meeting with organizations serving various stakeholder groups in the Mission community, including youth, immigrants, seniors, small businesses, and others. CMC has a long history of collaboration with many active nonprofit organizations and with SFUSD. CMC worked closely with United to Save the Mission (USM) to identify specific ways of maximizing benefits to the community as part of the Project. With the expansion of its programming and the number of students, CMC will continue with its Mission District outreach to maintain its record of having at least 40% of its students at the Mission campus be residents of the Mission. Also, CMC's new Strategic Plan includes goals and activities geared toward creating more diverse representation on its governing bodies.*

**MISSION AREA PLAN**

**LAND USE**

**Objectives and Policies**

**OBJECTIVE 2.2**

RETAIN AND IMPROVE EXISTING HOUSING AFFORDABLE TO PEOPLE OF ALL INCOMES

**POLICY 2.2.1**

Adopt Citywide demolition policies that discourage demolition of sound housing, and encourage replacement of affordable units.

**OBJECTIVE 7.1**

PROVIDE ESSENTIAL COMMUNITY SERVICES AND FACILITIES

**POLICY 7.1.1**

Support the siting of new facilities to meet the needs of a growing community and to provide opportunities for residents of all age levels.

**POLICY 7.1.2**

Recognize the value of existing facilities, including recreational and cultural facilities, and support their expansion and continued use.



**OBJECTIVE 8.2**

PROTECT, PRESERVE, AND REUSE HISTORIC RESOURCES WITHIN THE MISSION PLAN AREA

**POLICY 8.2.1**

Protect individually significant historic and cultural resources and historic districts in the Mission plan area from demolition or adverse alteration.

**POLICY 8.2.2**

Apply the Secretary of the Interior's Standards for the Treatment of Historic Properties in conjunction with the Mission Area Plan objectives and policies for all projects involving historic or cultural resources.

*The loss of two unoccupied dwelling units through the conversion to a Community Facility Use will not be detrimental to the City's housing stock. The benefits are greater based on services gained. CMC's new campus will nearly double the amount of free and affordable programs available to residents, neighborhood groups, and organizations in the neighborhood, allowing CMC to serve more than 2,500 students at the Mission Campus alone. CMC will also expand its scholarship program, to continue to provide free and subsidized tuition to approximately 60% of its enrolled students.*

*The historic character at 552 Capp Street will be retained and preserved. Most of the historic decorative features on the building will be retained and repaired, rather than replaced. There are minor alterations proposed to the primary façade of 552 Capp Street that include replacement of the main door and replacement of the double-hung windows on the bay. The horizontal and vertical additions will be set back sufficiently from the front façade, which will be minimally visible and subordinate to the existing building.*

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

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

*No neighborhood-serving retail uses exist on the site. In addition, the Project would not directly affect any nearby neighbor-serving retail uses and may enhance the nearby retail uses by providing new pedestrians to the area, who may patron these businesses.*

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

*CMC has existed in the neighborhood for almost 100 years. The conversion of the residential use at the Project Site will not change the visual character of the structure or the character of the neighborhood.*

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

*No designated affordable housing is created or removed as part of this Project; therefore, the Project will not affect the City's supply of affordable housing.*

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

*The Project Site is well served by multiple public transportation options, including BART at both 16th Street and 24th Street BART stations and Muni bus lines running along the Mission Street, South Van Ness Avenue, and other cross streets. Although the expansion of CMC may result in increased ridership, the Project is not expected to materially impair or affect MUNI service or traffic in the neighborhood. The Project will also provide four Class One bicycle parking spaces.*

- 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 does not include commercial office development, and the Project site does not possess any industrial or service sector businesses. Rather, the Project is expected to create new job opportunities for faculty and staff, thus providing future opportunities for resident employment.*

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

*The Project will be designed and will be constructed to conform to the structural and seismic safety requirements of the Building Code. This proposal will not impact the property's ability to withstand an earthquake.*

- G. That landmarks and historic buildings be preserved.

*The historic character of both 544 and 552 Capp Street will be retained and preserved. Both buildings are recognized as historic resources.*

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

*The Project will have no negative impact on existing parks and open spaces. The Project does not have an impact on open spaces.*

11. The Project is consistent with and would promote the general and specific purposes of the Code provided under Section 101.1(b) in that, as designed, the Project would contribute to the character and stability of the neighborhood and would constitute a beneficial development.

12. The Commission hereby finds that approval of the Conditional Use Authorization would promote the health, safety and welfare of the City.

## DECISION

That based upon the Record, the submissions by the Applicant, the staff of the Department and other interested parties, the oral testimony presented to this Commission at the public hearings, and all other written materials submitted by all parties, the Commission hereby **APPROVES Conditional Use Authorization Application No. 2018-012642CUA** subject to the following conditions attached hereto as "EXHIBIT A" in general conformance with plans on file, dated October 24, 2019, and stamped "EXHIBIT B", which is incorporated herein by reference as though fully set forth.

**APPEAL AND EFFECTIVE DATE OF MOTION:** Any aggrieved person may appeal this Conditional Use Authorization to the Board of Supervisors within thirty (30) days after the date of this Motion. The effective date of this Motion shall be the date of this Motion if not appealed (after the 30-day period has expired) OR the date of the decision of the Board of Supervisors if appealed to the Board of Supervisors. For further information, please contact the Board of Supervisors at (415) 554-5184, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

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

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

I hereby certify that the Planning Commission ADOPTED the foregoing Motion on November 14, 2019.

Jonas P. Ionin  
Commission Secretary

AYES:

NAYS:

ABSENT:

ADOPTED: November 14, 2019

## EXHIBIT A

### AUTHORIZATION

This authorization is for a conditional use to allow a Community Facility Use (d.b.a. Community Music Center) located at 552-554 Capp Street, Block 3610, and Lot 037 pursuant to Planning Code Sections 209.4, 303, and 317, to convert two residential dwelling units and to establish a Community Facility Use within the RTO-M Zoning District and a 40-X Height and Bulk District; in general conformance with plans, dated October 24, 2019, and stamped "EXHIBIT B" included in the docket for Record No. 2018-012642CUA and subject to conditions of approval reviewed and approved by the Commission on November 14, 2019 under Motion No XXXXXX. This authorization and the conditions contained herein run with the property and not with a particular Project Sponsor, business, or operator.

### RECORDATION OF CONDITIONS OF APPROVAL

Prior to the issuance of the building permit or commencement of use for the Project the Zoning Administrator shall approve and order the recordation of a Notice in the Official Records of the Recorder of the City and County of San Francisco for the subject property. This Notice shall state that the project is subject to the conditions of approval contained herein and reviewed and approved by the Planning Commission on **November 14, 2019** under Motion No XXXXXX.

### PRINTING OF CONDITIONS OF APPROVAL ON PLANS

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

### SEVERABILITY

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

### CHANGES AND MODIFICATIONS

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

## Conditions of Approval, Compliance, Monitoring, and Reporting

### PERFORMANCE

1. **Validity.** The authorization and right vested by virtue of this action is valid for three (3) years from the effective date of the Motion. The Department of Building Inspection shall have issued a Building Permit or Site Permit to construct the project and/or commence the approved use within this three-year period.

*For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, [www.sf-planning.org](http://www.sf-planning.org)*

2. **Expiration and Renewal.** Should a Building or Site Permit be sought after the three (3) year period has lapsed, the project sponsor must seek a renewal of this Authorization by filing an application for an amendment to the original Authorization or a new application for Authorization. Should the project sponsor decline to so file, and decline to withdraw the permit application, the Commission shall conduct a public hearing in order to consider the revocation of the Authorization. Should the Commission not revoke the Authorization following the closure of the public hearing, the Commission shall determine the extension of time for the continued validity of the Authorization.

*For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, [www.sf-planning.org](http://www.sf-planning.org)*

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

*For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, [www.sf-planning.org](http://www.sf-planning.org)*

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

*For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, [www.sf-planning.org](http://www.sf-planning.org)*

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

*For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, [www.sf-planning.org](http://www.sf-planning.org)*

## DESIGN – COMPLIANCE AT PLAN STAGE

6. **Noise.** Plans submitted with the building permit application for the approved project shall incorporate acoustical insulation and other sound proofing measures to control noise.  
*For information about compliance, contact the Case Planner, Planning Department at 415-558-6378, [www.sf-planning.org](http://www.sf-planning.org)*
7. **Landscaping.** Pursuant to Planning Code Section 132, the Project Sponsor shall submit a site plan to the Planning Department prior to Planning approval of the building permit application indicating that 50% of the front setback areas shall be surfaced in permeable materials and further, that 20% of the front setback areas shall be landscaped with approved plant species. The size and specie of plant materials and the nature of the permeable surface shall be as approved by the Department of Public Works.  
*For information about compliance, contact the Case Planner, Planning Department at 415-558-6378, [www.sf-planning.org](http://www.sf-planning.org)*

## PARKING AND TRAFFIC

8. **Bicycle Parking.** Pursuant to Planning Code Sections 155.1 and 155.4, the Project shall provide no fewer than four Class 1 or Class 2 bicycle parking spaces. SFMTA has final authority on the type, placement and number of Class 2 bicycle racks within the public ROW. Prior to issuance of first architectural addenda, the project sponsor shall contact the SFMTA Bike Parking Program at [bikeparking@sfmta.com](mailto:bikeparking@sfmta.com) to coordinate the installation of on-street bicycle racks and ensure that the proposed bicycle racks meet the SFMTA's bicycle parking guidelines. Depending on local site conditions and anticipated demand, SFMTA may request the project sponsor pay an in-lieu fee for Class II bike racks required by the Planning Code.  
*For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, [www.sf-planning.org](http://www.sf-planning.org)*

## PROVISIONS

9. **Transportation Sustainability Fee.** The Project is subject to the Transportation Sustainability Fee (TSF), as applicable, pursuant to Planning Code Section 411A.  
*For information about compliance, contact the Case Planner, Planning Department at 415-558-6378, [www.sf-planning.org](http://www.sf-planning.org)*
10. **Eastern Neighborhoods Infrastructure Impact Fee.** The Project is subject to the Eastern Neighborhoods Infrastructure Impact Fee, as applicable, pursuant to Planning Code Section 423.  
*For information about compliance, contact the Case Planner, Planning Department at 415-558-6378, [www.sf-planning.org](http://www.sf-planning.org)*

## MONITORING - AFTER ENTITLEMENT

11. **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](http://www.sf-planning.org)*

12. **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](http://www.sf-planning.org)*

## OPERATION

13. **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 and all registered neighborhood groups for the area with written notice of the name, business address, and telephone number of the community liaison. Should the contact information change, the Zoning Administrator and registered neighborhood groups 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](http://www.sf-planning.org)*



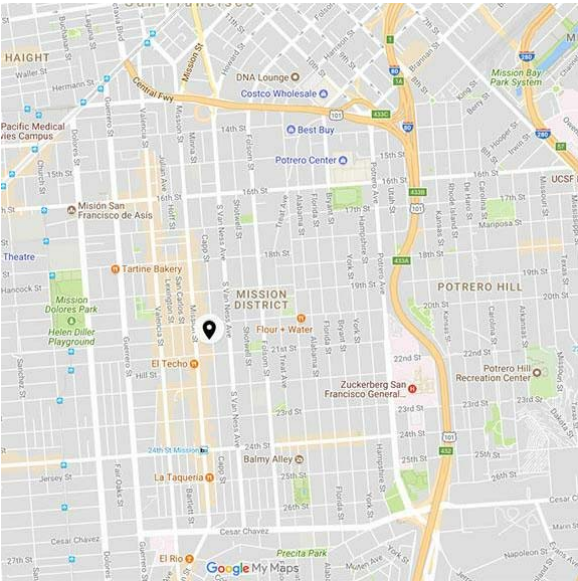
# **Exhibit B:**

## **Plans and Renderings**

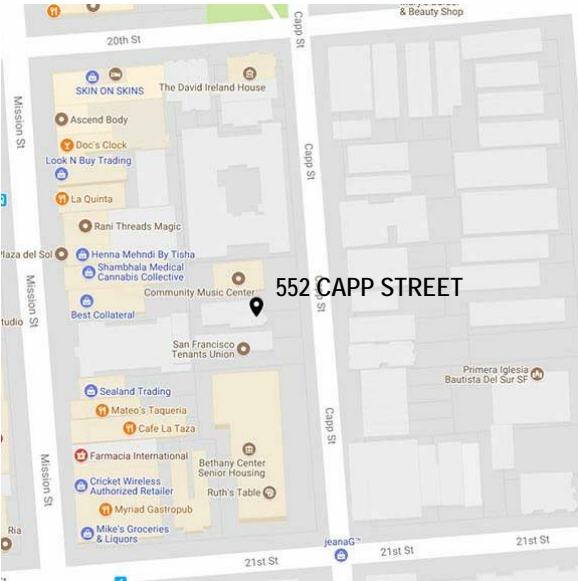
# PROJECT DESCRIPTION

552 CAPP STREET IS AN EXISTING, CATEGORY-A HISTORIC, 2-STORY SINGLE FAMILY HOUSE WITH AN EXISTING ACCESSORY DWELLING UNIT IN THE REAR YARD. IT IS ADJACENT TO, AND OWNED BY, THE COMMUNITY MUSIC CENTER (CMC). CMC SEEKS TO CONVERT 552 CAPP STREET AND ITS ADU FOR USE IN CMC ACTIVITIES.

# AREA MAP



# VICINITY MAP



# PLANNING DATA

PROJECT ADDRESS: 552 CAPP STREET  
SAN FRANCISCO, CA 94110

APN: 3610-037  
PARCEL AREA: 3,675 SF  
ZONE: RTO-M

FRONT SETBACK: 15' MAX OR MATCH EXISTING  
REAR SETBACK: 25% OF LOT DEPTH  
SIDE SETBACK: NONE REQUIRED

HEIGHT & BULK DISTRICT: 40-X  
PROPOSED BLDG HEIGHT: 37'-0"

OFF STREET PARKING: NONE REQUIRED PER TABLE 151

EXCAVATION:  
EXISTING BASEMENT +/- 126 CUBIC YARDS  
PROPOSED BASEMENT +/- 144 CUBIC YARDS  
PROPOSED SIDE RAMP +/- 30 CUBIC YARDS

## PROJECT SUMMARY TABLE:

	EXISTING	PROPOSED
RESIDENTIAL USES	2590 SF	0 SF
COMMERCIAL USES	0 SF	0 SF
OFFICE USES	0 SF	0 SF
INDUSTRIAL USES	0 SF	0 SF
BICYCLE PARKING	0	4
USABLE OPEN SPACE	1830 SF	1250 SF
COMMUNITY FACILITY	0 SF	3842 SF

# PROJECT TEAM

OWNER: COMMUNITY MUSIC CENTER  
544 CAPP STREET  
SAN FRANCISCO, CA 94110

PROGRAM MANAGER: VENTURA PARTNERS  
70 OTIS STREET  
SAN FRANCISCO, CA 94103

ARCHITECT: GELFAND PARTNERS ARCHITECTS  
165 10TH STREET, STE 100  
SAN FRANCISCO, CA 94103

# SHEET LIST

PL0.00	PROJECT DATA
PL0.01	DEMOLITION CALCULATION
PL1.00	CONTEXT SITE PLAN
PL1.01	EXISTING SITE SURVEY
PL1.02	SITE PLAN LOADING ZONES
PL1.03	DEMO SITE PLAN
PL1.04	DETAILED PROPOSED SITE PLAN
PL2.20	EXISTING & PROPOSED BASEMENT PLAN
PL2.21	EXISTING/ DEMO FIRST FLOOR PLAN
PL2.22	PROPOSED FIRST FLOOR PLAN
PL2.23	EXISTING/ DEMO SECOND FLOOR PLAN
PL2.24	PROP MEZZ/2ND FLOOR FRONT PLAN
PL2.25	PROPOSED MEZZ PLAN - PHASE 2
PL2.26	PROPOSED SECOND FLOOR PLAN
PL2.27	EXISTING & PROPOSED ROOF PLAN
PL4.11	EXISTING EAST ELEVATION (FRONT)
PL4.12	PROPOSED EAST ELEVATION (FRONT)
PL4.13	EXISTING NORTH ELEVATION
PL4.14	PROPOSED NORTH ELEV (COURTYARD)
PL4.15	PROPOSED NORTH ELEV - PHASE 2
PL4.16	EXISTING SOUTH ELEVATION (PL)
PL4.17	PROPOSED SOUTH ELEVATION (PL)
PL4.18	EXISTING WEST ELEVATION (REAR)
PL4.19	PROPOSED WEST ELEVATION (REAR)
PL4.21	EXISTING LONGITUDINAL SECTION
PL4.22	PROPOSED LONGITUDINAL SECTION
PL4.23	(REAR) EXISTING LATERAL SECTION
PL4.24	(REAR) PROPOSED LATERAL SECTION
PL4.25	(FRONT) EXISTING LATERAL SECTION
PL4.26	(FRONT) PROPOSED LATERAL SECTION
PL4.27	SECTION @ PHASE 2 BRIDGE WALKWAY
PL6.01	STREET VIEWS
PL6.02	PHOTOS
PL6.03	PHOTOS
PL6.04	RENDERED PERSPECTIVE
PL8.01	MATERIAL SPECIFICATIONS
PL8.02	MATERIAL SPECIFICATIONS
PL8.03	MATERIAL SPECIFICATIONS

# BUILDING AREA

	EXISTING	PROPOSED	(E) COTTAGE
BASEMENT*	480*	830*	-
FIRST FLOOR	1321	1796	489
MEZZANINE	-	320	-
SECOND FLOOR	1269	1726	-
TOTAL	2590	3842	489

\*BASEMENT AREA EXCLUDED FROM BUILDING AREA



Community Music Center  
544 Capp Street  
San Francisco, CA 94110

PROJECT DATA  
SCALE:  
Date: 10-24-2019  
Prepared by: AD

PL0.00

Vertical Envelope Elements  
s.f. of surface area of front, side, back, exteriors walls

SHEET REF.		EXISTING			REMOVAL		
		LENGTH	HEIGHT	AREA	LENGTH	HEIGHT	AREA
PL4.12	EAST FAÇADE	26	40	1040	0	0	0
PL4.13	COURTYARD (NORTH) SIDE FRONT	34.5	27	931.5	0	0	0
PL4.13	COURTYARD (NORTH) SIDE REAR	32.5	22	715	7.67	22	168.74
PL4.18	REAR (WEST) ELEVATION TOTAL			660			109
PL4.16	TU SIDE (SOUTH) FRONT - 1	34.5	27	931.5	12.75	25.75	328.3125
PL4.16	TU SIDE (SOUTH) FRONT - 2				7.25	11.75	85.1875
PL4.16	TU SIDE (SOUTH) REAR	32.5	22	715	19.1	24.2	462.22

EXTERIOR WALL BECOMES  
INTERIOR WALL FUNCTIONALLY

EXT. BECOMES INTERIOR

		LENGTH	HEIGHT	AREA
PL2.21	TU SIDE (FRONT)	7.9	13	102.7
PL2.21	TU SIDE (REAR)	14	22	308
PL2.21	REAR	5.67	20	113.4

EXTERNAL WALLS (USED FOR EXTERNAL FUNCTIONS)

Demolition Total	34%	4993	1677.56
Demolition Threshold	50%		

EXTERNAL WALLS (USED FOR INTERNAL OR EXTERNAL FUNCTIONS)

Demolition Total	23%	4993	1153.46
Demolition Threshold	25%		

Horizontal Envelope Elements  
roof area, floor plates except at or below grade

SHEET REF.		EXISTING		REMOVAL	
		AREA		AREA	
PL2.21	1ST FLOOR PLATE (REAR)	760		180	
PL2.21	1ST FLOOR PLATE (FRONT)	450		0	
PL2.23	2ND FLOOR PLATE (REAR)	766		658	
PL2.23	2ND FLOOR PLATE (FRONT)	448		0	
PL4.13	ROOF (REAR)	562		562	
PL4.13	ROOF (FRONT)	911		205	

Horizontal Elements Demolition Total	41%	3897	1605
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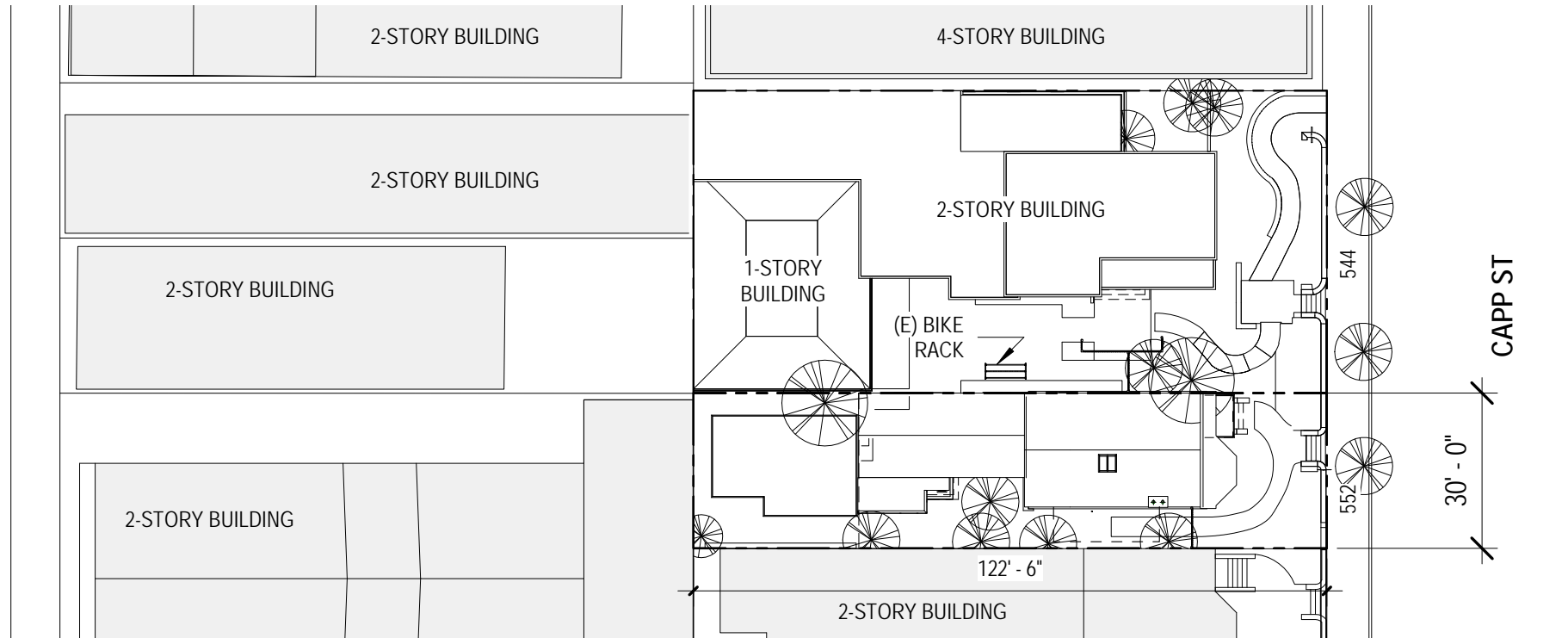
	LENGTH	HEIGHT	AREA	LENGTH	HEIGHT	AREA
Internal Structural Framework Elements						
PL2.21	WALL BETWEEN LINES A & B (FIRST FLOOR)	33.5	12	402	33.5	402
	WALL BETWEEN LINE 6&7 (FIRST FLOOR)	14	12	168	14	168
PL2.21	WALL BETWEEN LINES A & B (SECOND FLOOR)	22	12	264	22	264
	WALL BETWEEN LINE 6&7 (SECOND FLOOR)	12	12	144	12	144
PL2.21	WALL ON LINE 5	8	23	184	8	184

Internal Strl Elem Total	100%	1162	1162
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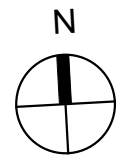
Combined Demolition total	55%	5059	2767
Demolition Threshold	75%		



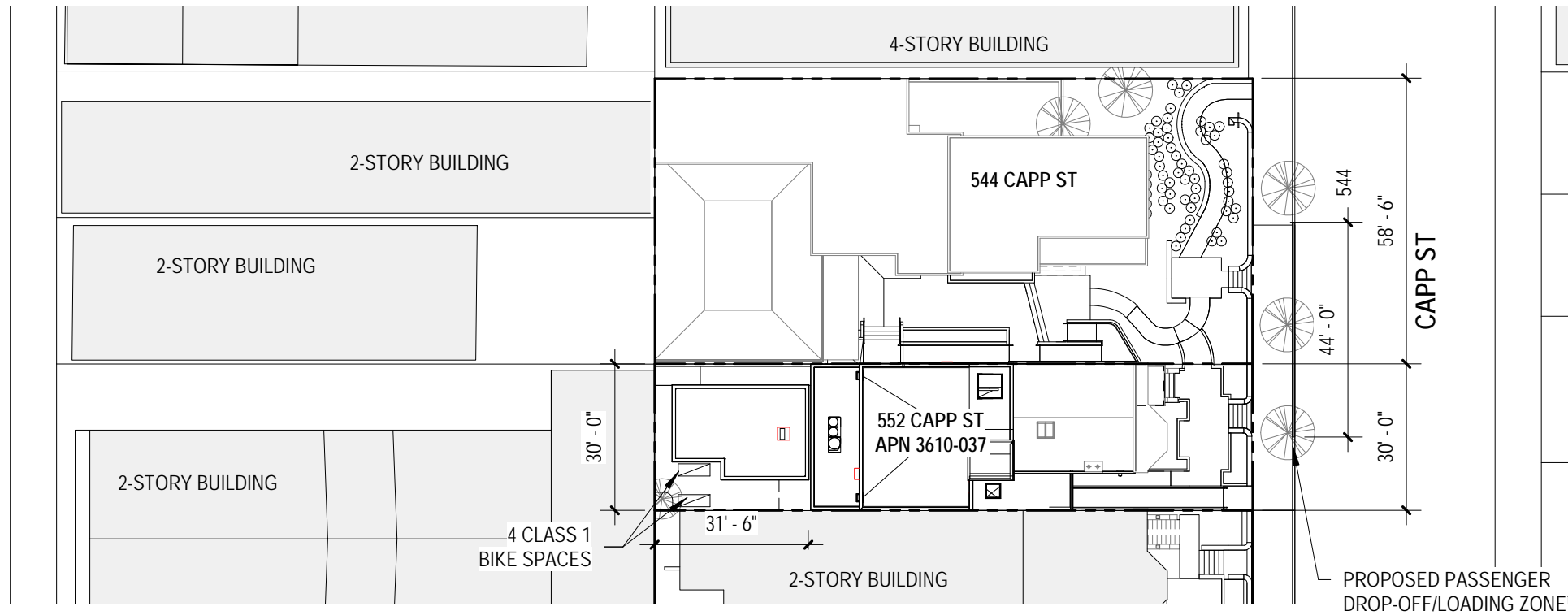
MISSION ST



EXISTING SITE PLAN



MISSION ST



PROPOSED SITE PLAN



GELFAND  
PARTNERS  
ARCHITECTS

# Community Music Center

544 Capp Street  
San Francisco, CA 94110

CONTEXT SITE PLAN  
SCALE: 1/32" = 1'-0"  
Date: 10-24-2019  
Prepared by: AD

PL1.00



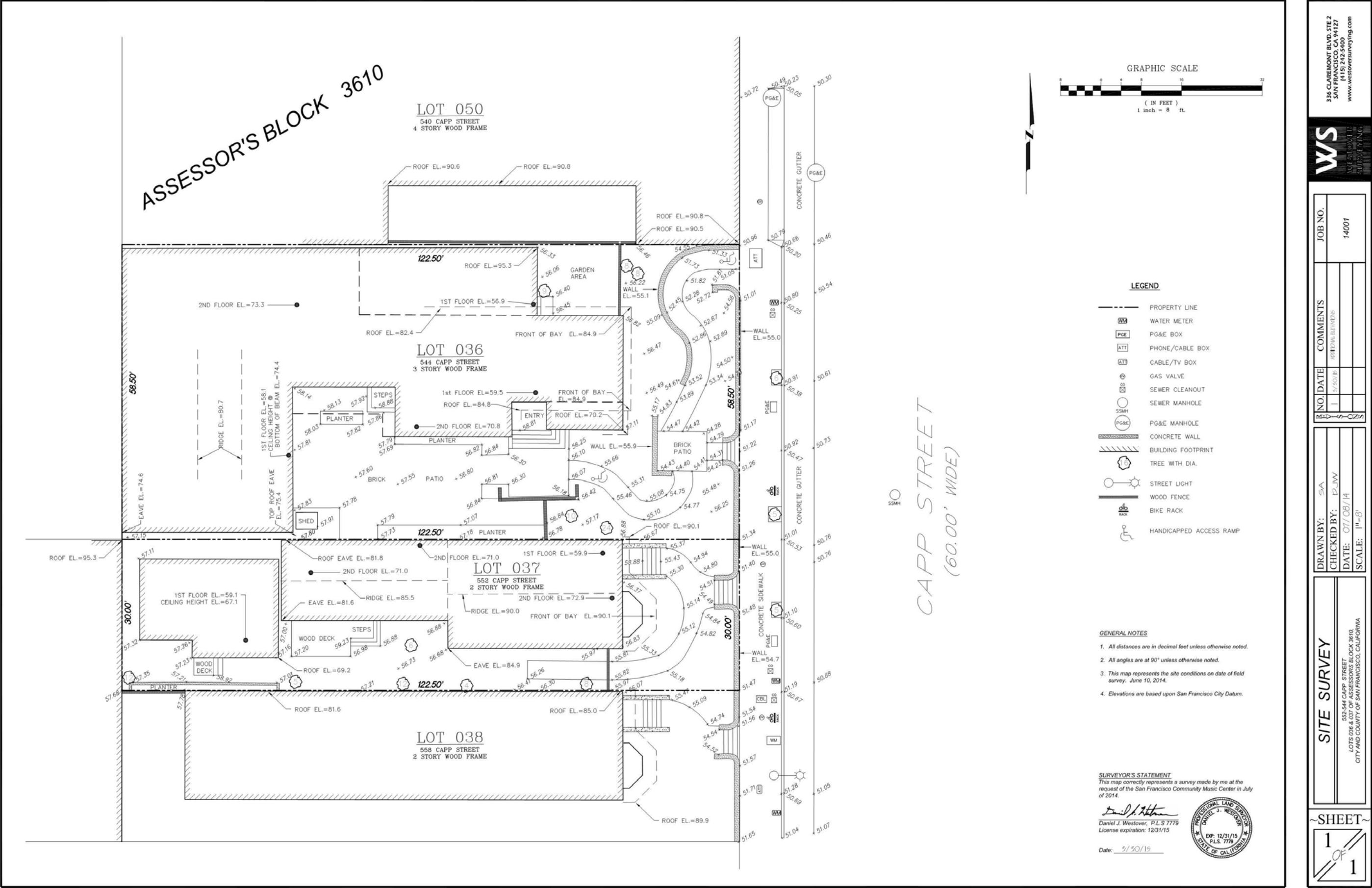


GELFAND  
PARTNERS  
ARCHITECTS

Community Music Center  
544 Capp Street  
San Francisco, CA 94110

EXISTING SITE SURVEY  
SCALE:  
Date: 10-24-2019  
Prepared by: AD

PL1.01



334 CLAREMONT BLVD. STE. 2  
SAN FRANCISCO, CA 94127  
(415) 242-5400  
www.westoversurveying.com

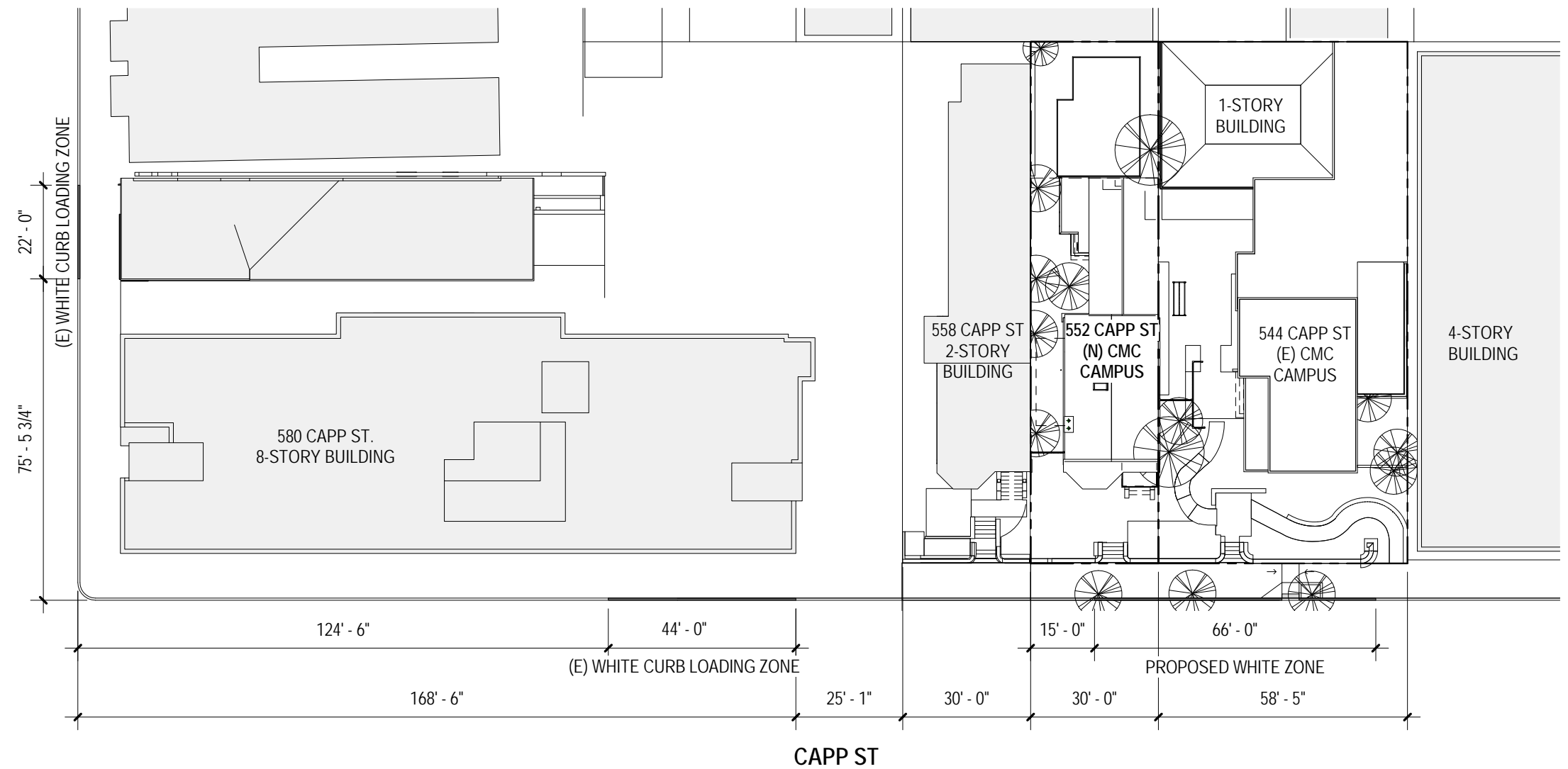
**WS**  
WESTOVER  
SURVEYING

**JOB NO.**  
14001

**DATE**  
7/10/14

**DATE**  
07/08/14

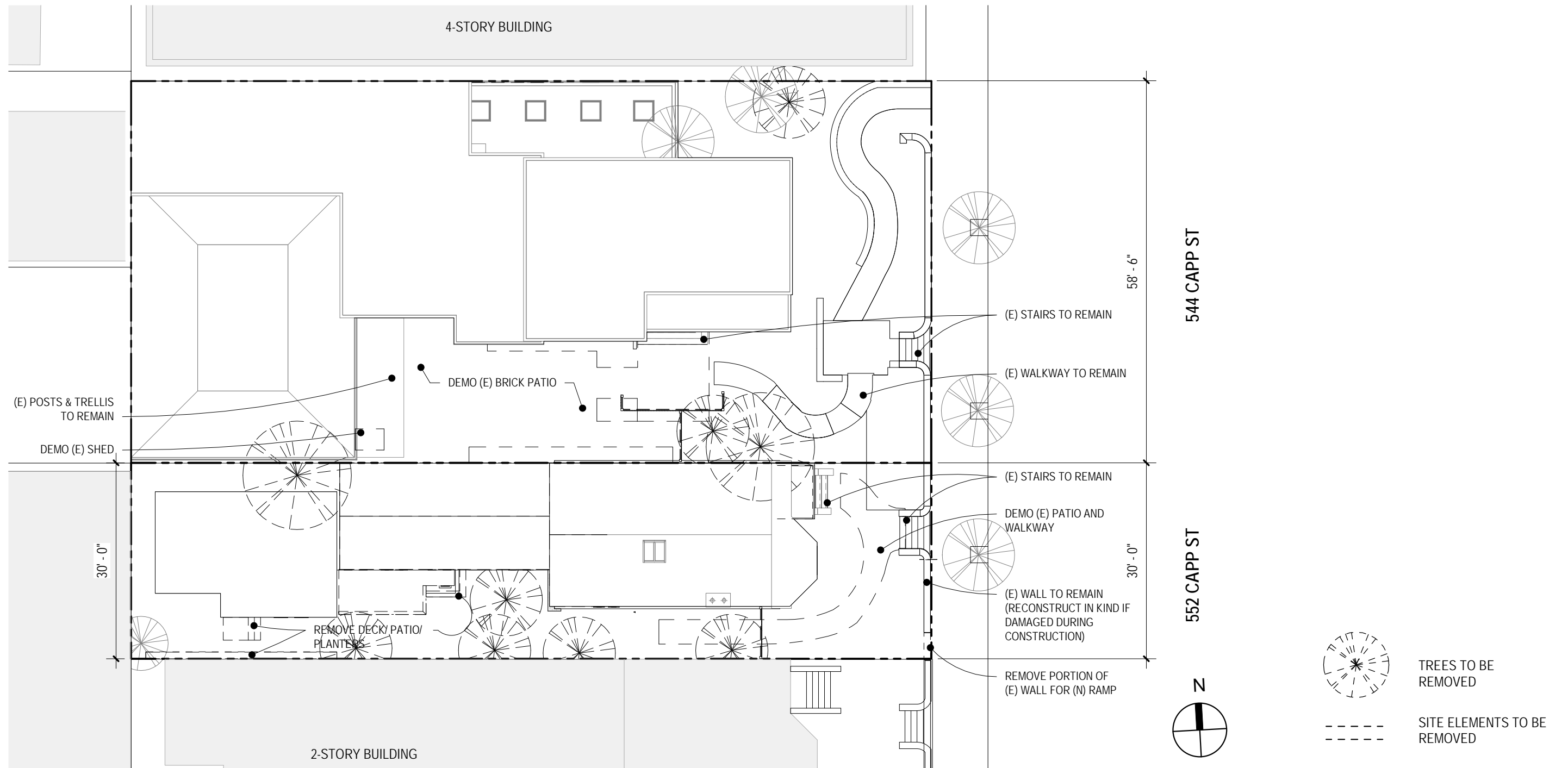
**DATE**  
5/30/15



PROPOSED SITE PLAN - ADJACENT LOADING ZONES

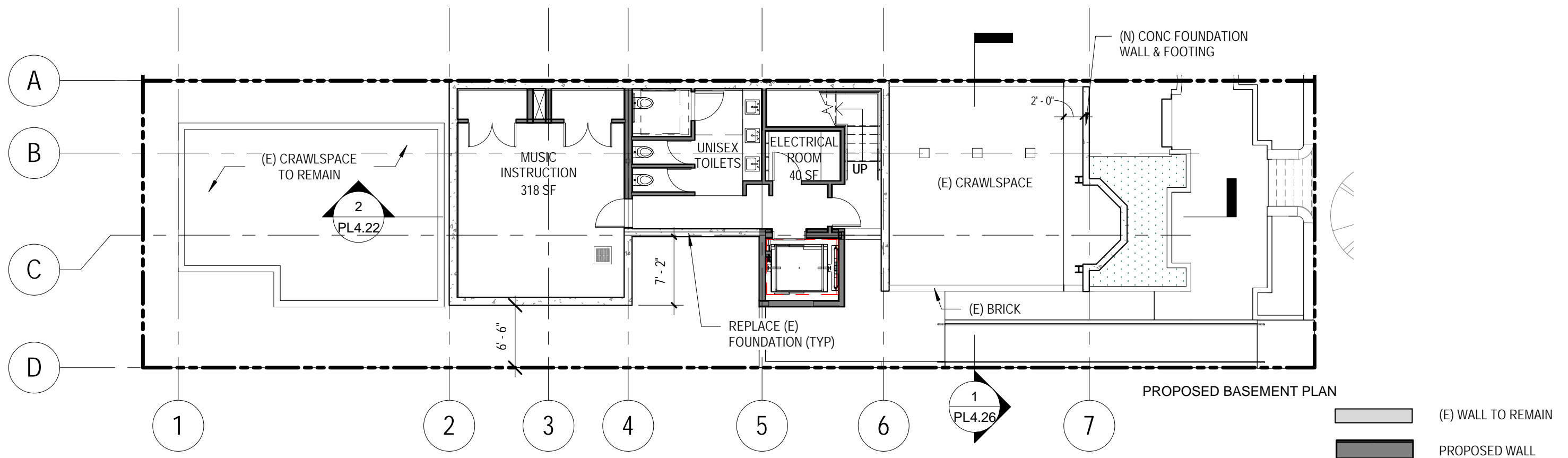
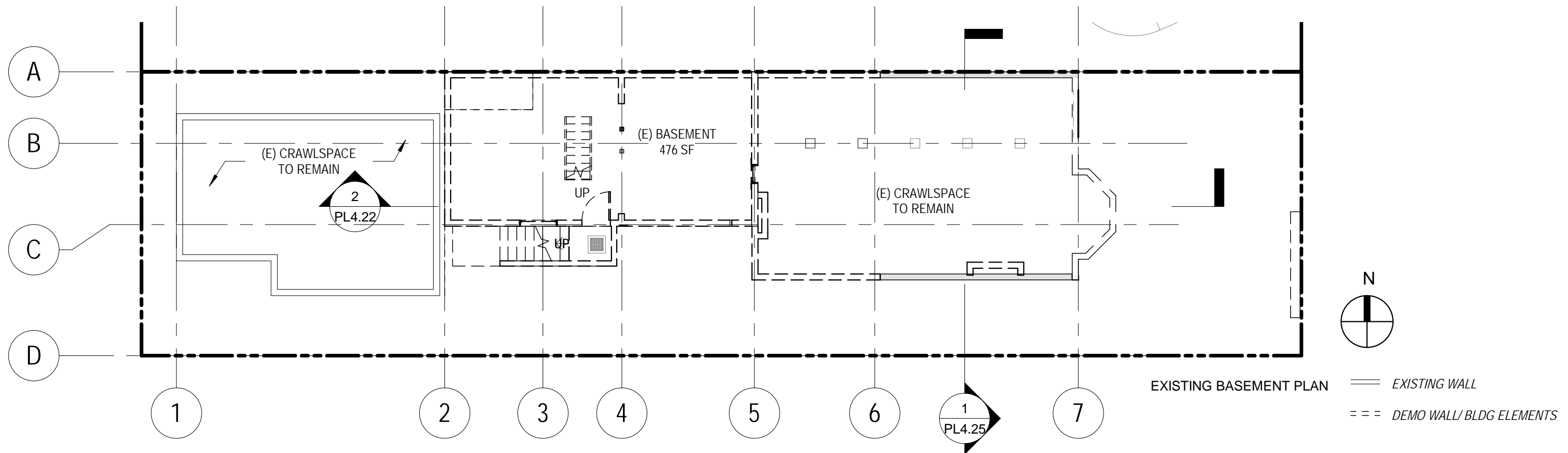
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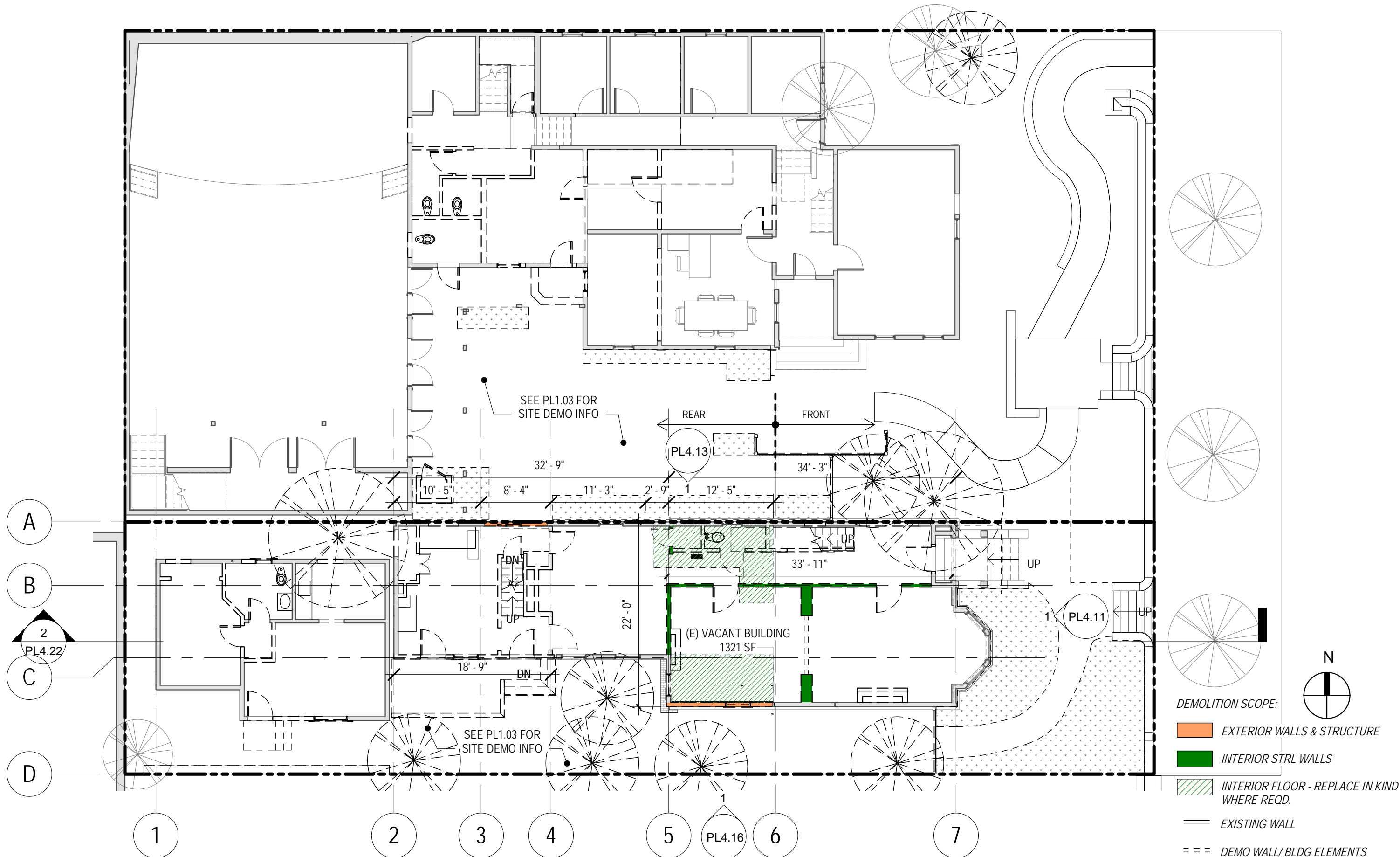
1. PROPOSED WHITE ZONE LENGTH AND LOCATION REVIEWED BY SFMTA & SFPD.
2. WHITE LOADING ZONE TO HAVE LIMITED ENFORCEMENT - DURING SCHOOL HOURS ONLY.











GELFAND  
PARTNERS  
ARCHITECTS

# Community Music Center

544 Capp Street  
San Francisco, CA 94110

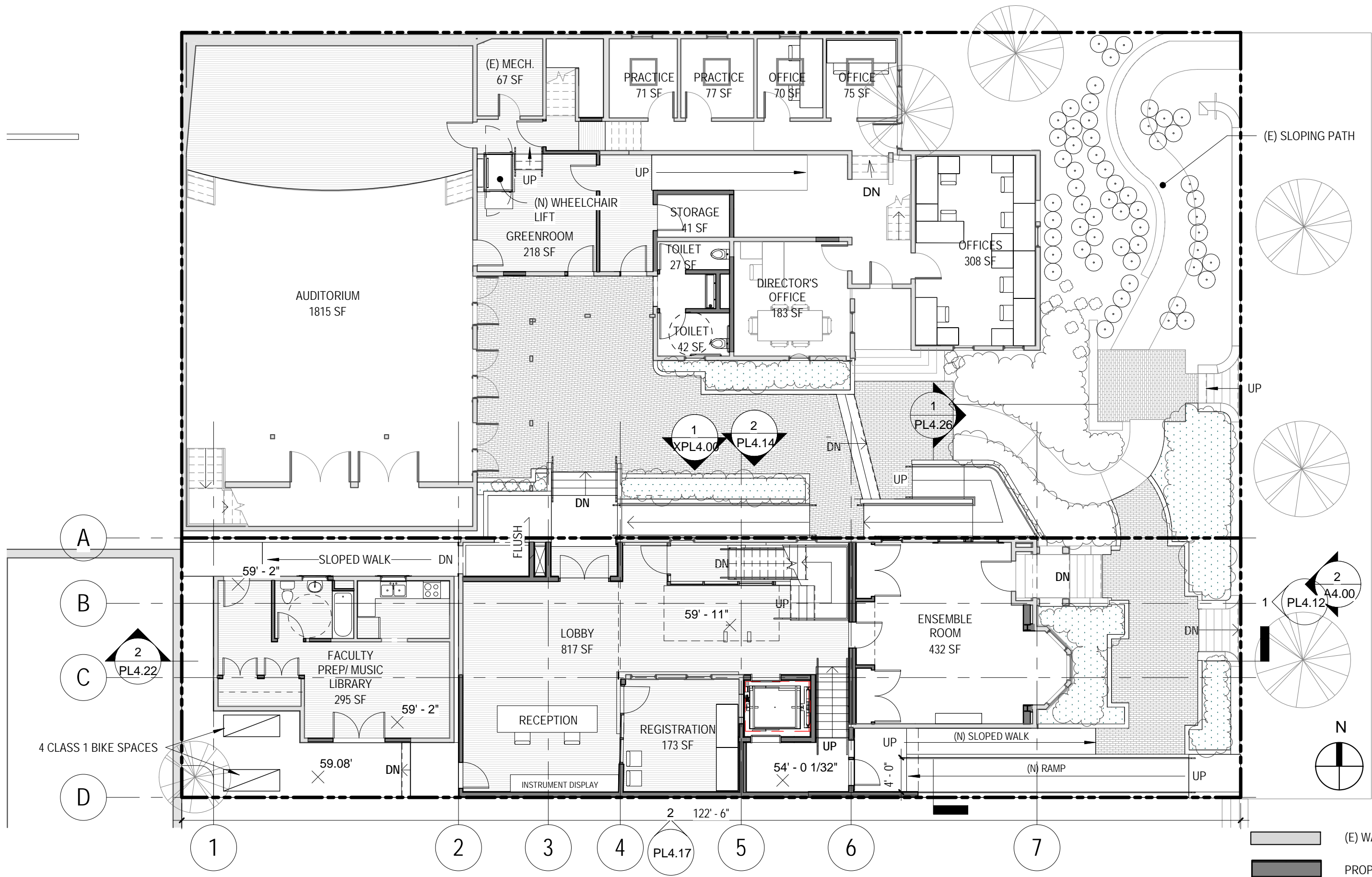
EXISTING/ DEMO FIRST FLOOR PLAN

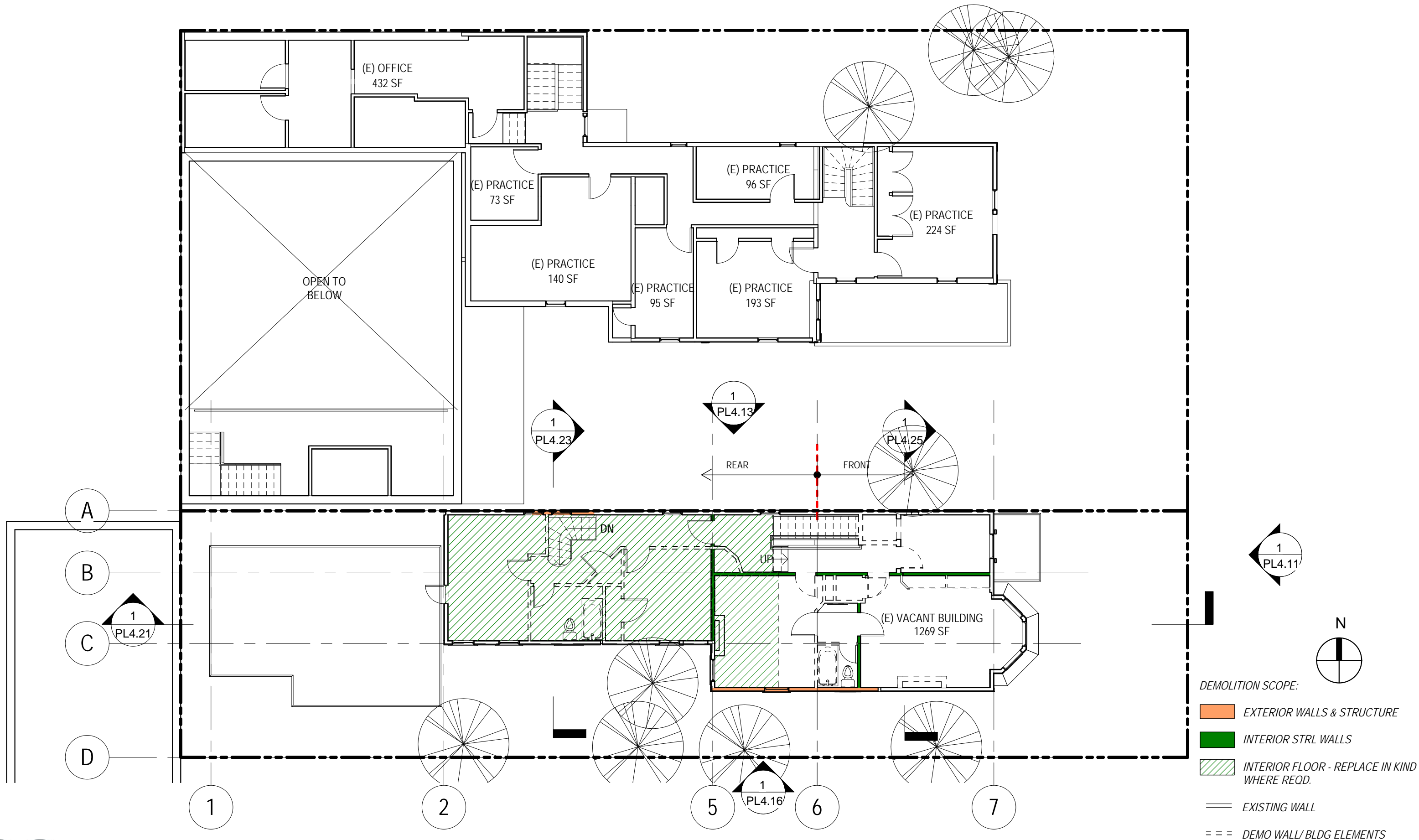
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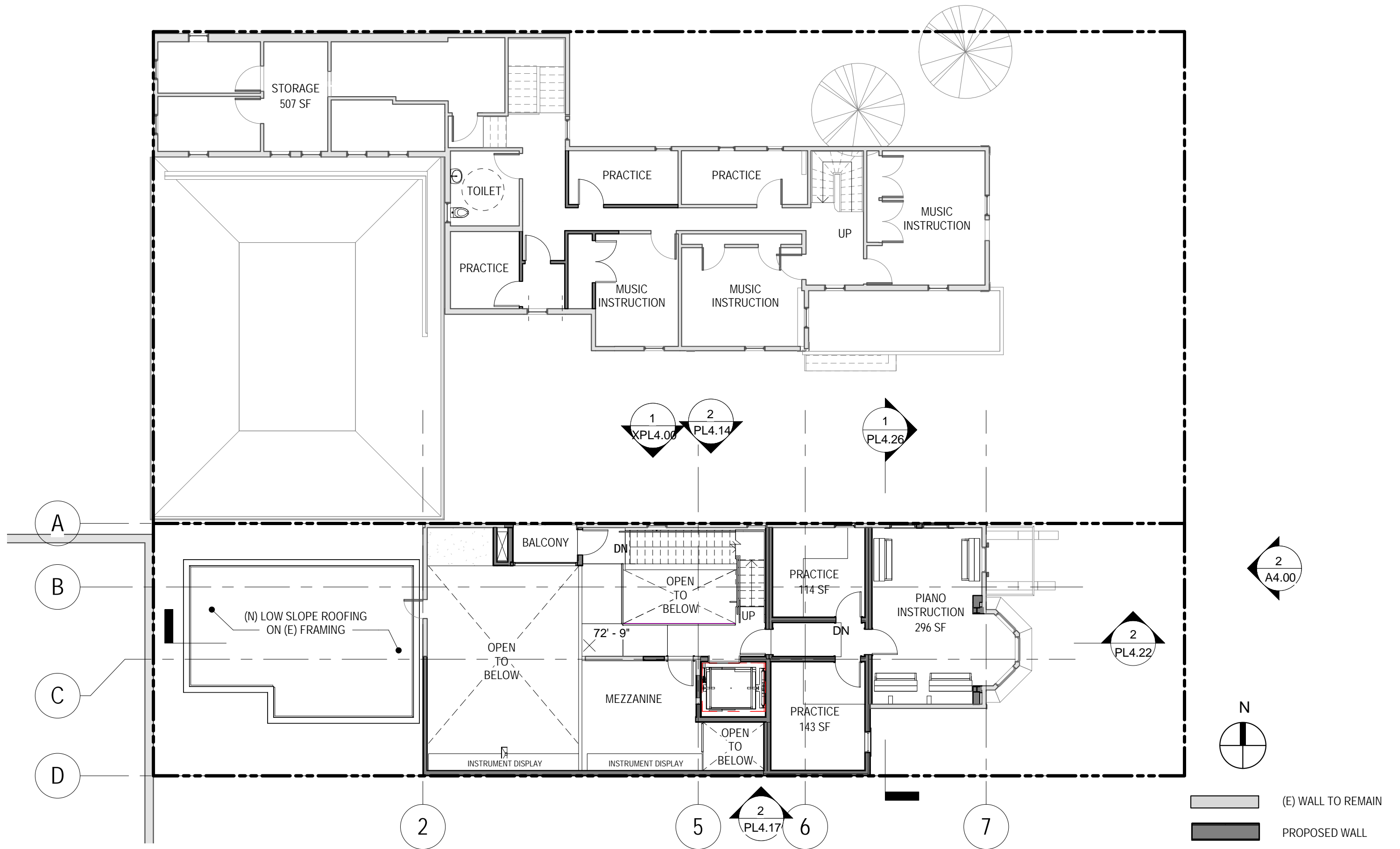
Date: 10-24-2019

Prepared by: AD

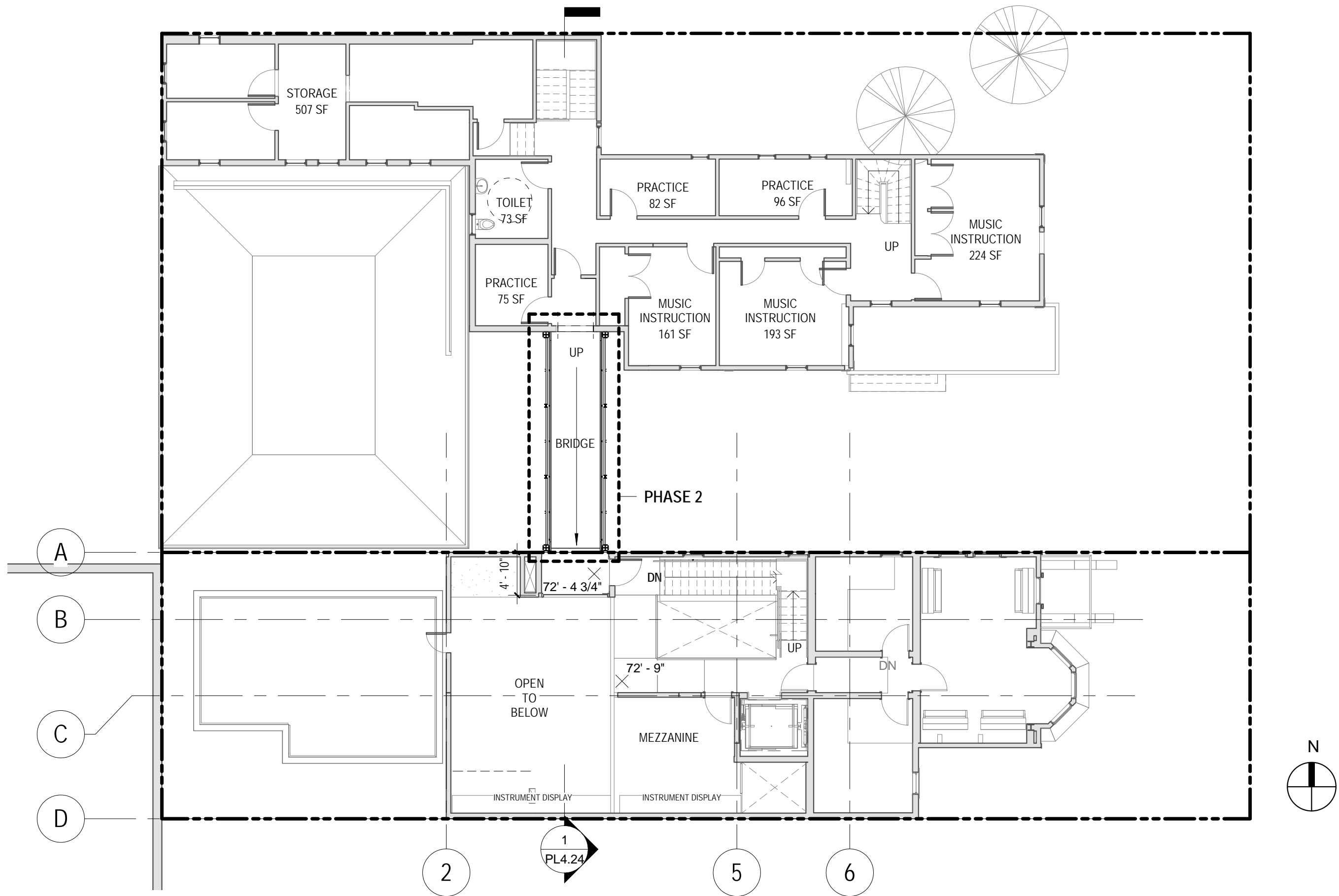
PL2.21

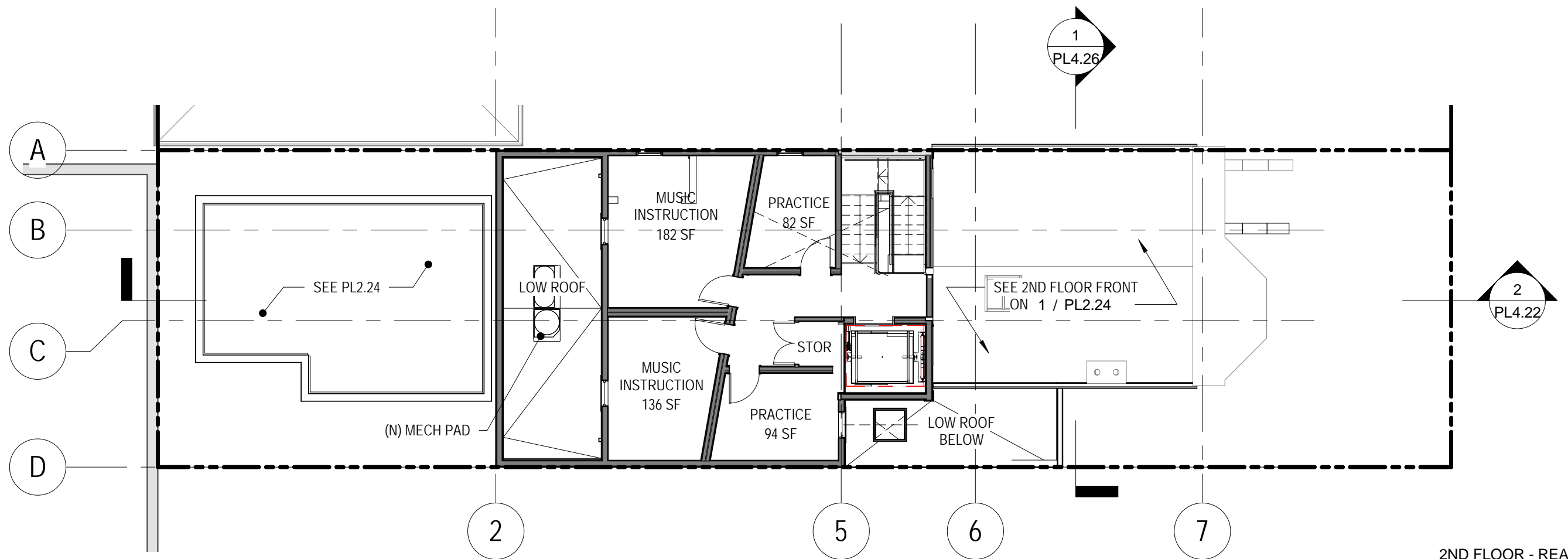












2ND FLOOR - REAR



GELFAND  
PARTNERS  
ARCHITECTS

## Community Music Center

544 Capp Street  
San Francisco, CA 94110

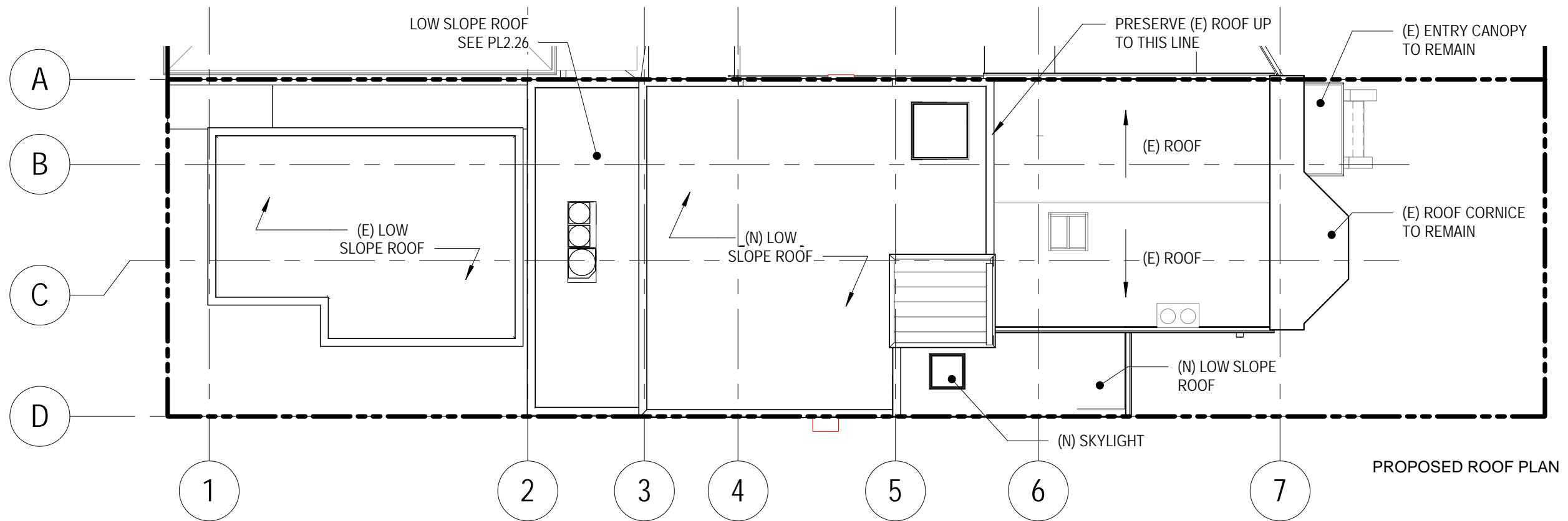
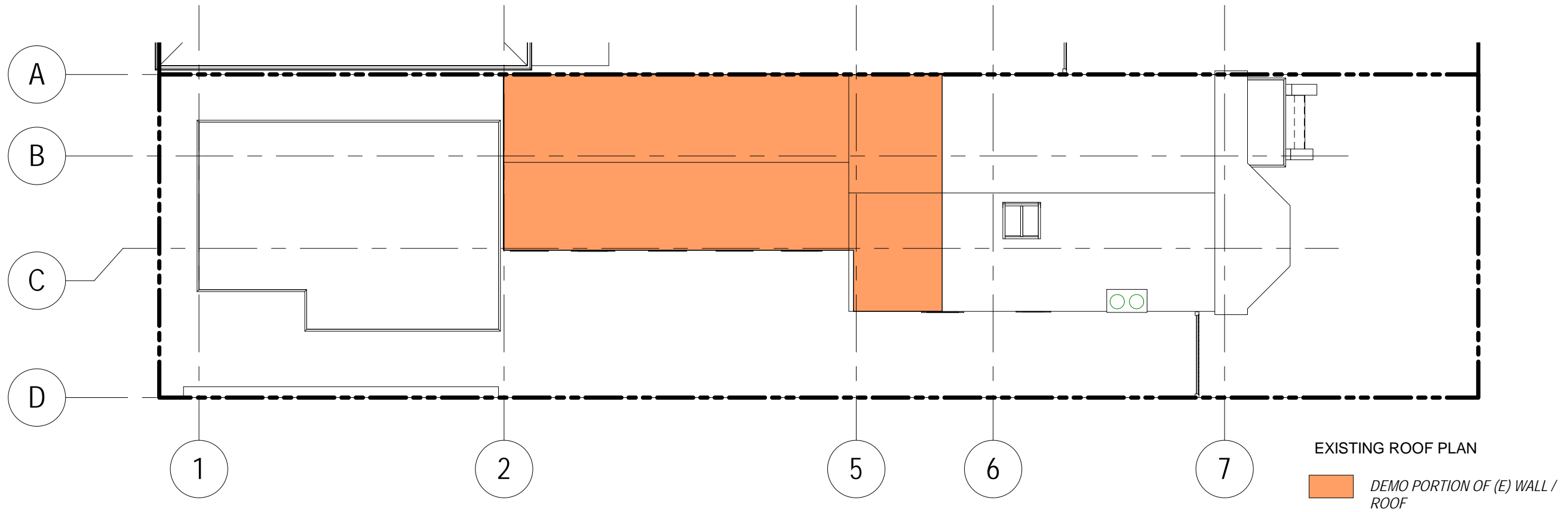
PROPOSED SECOND FLOOR PLAN

SCALE: 3/32" = 1'-0"

Date: 10-24-2019

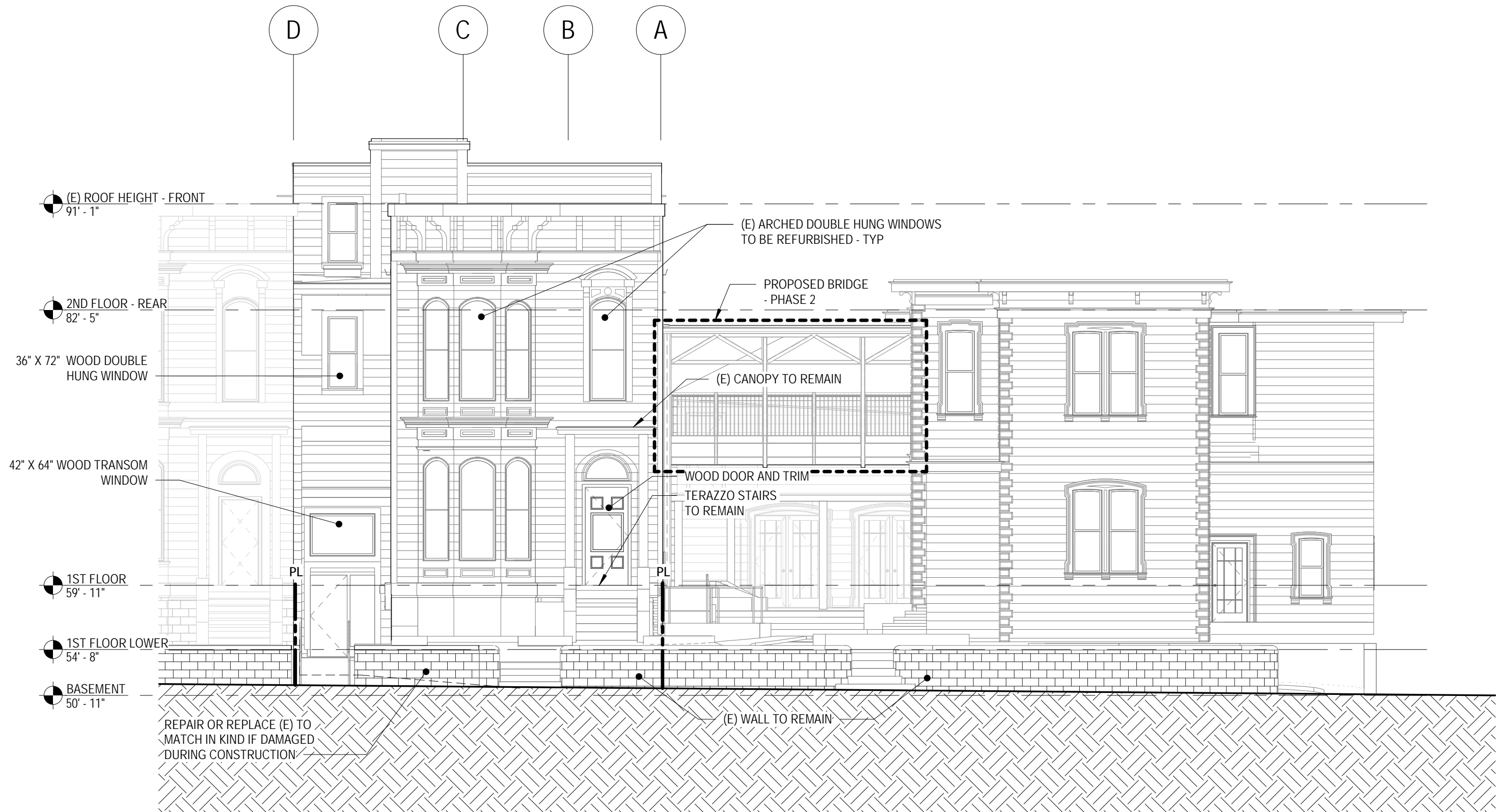
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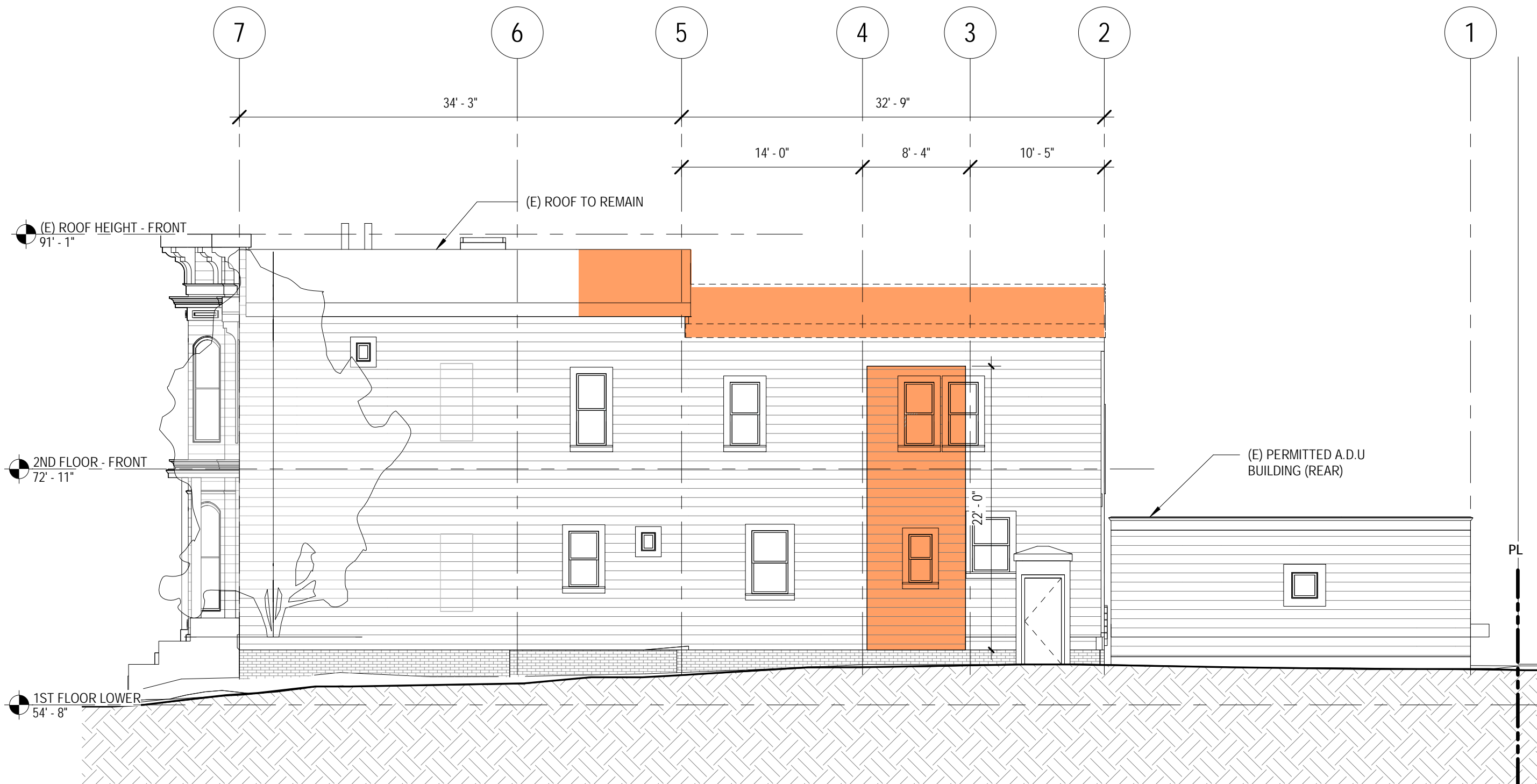
**PL2.26**



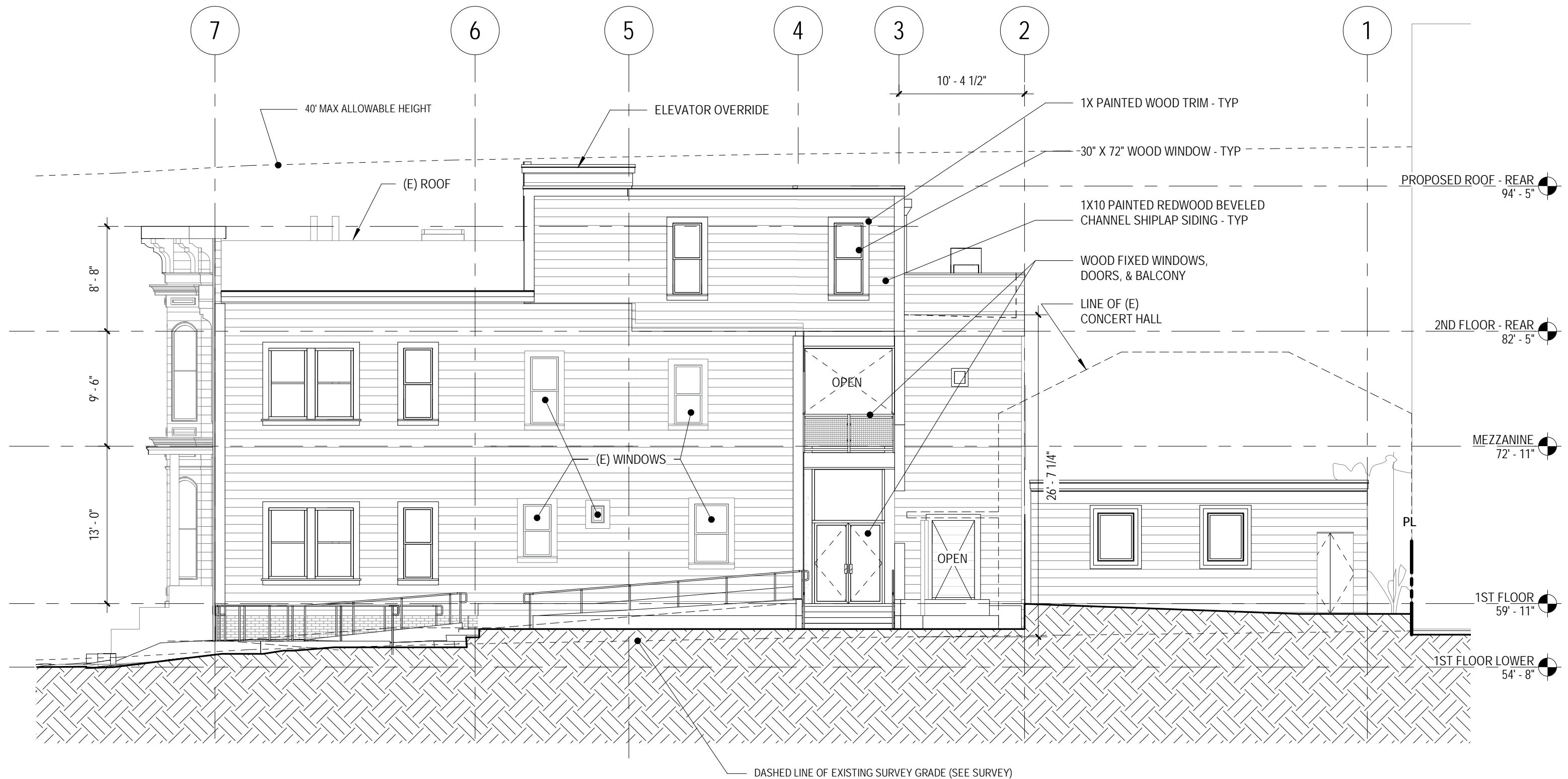


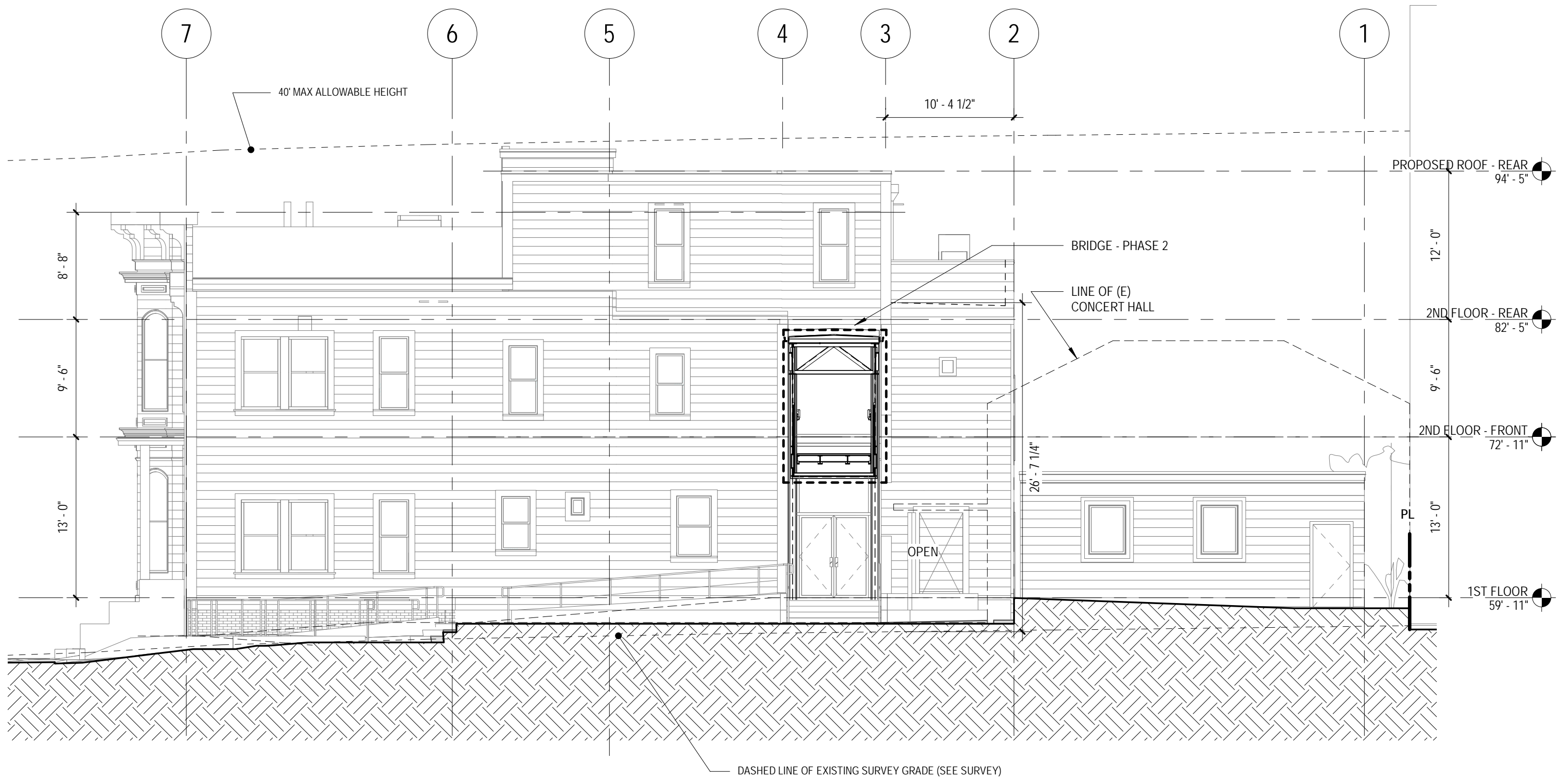






 DEMO PORTION OF (E) WALL / ROOF

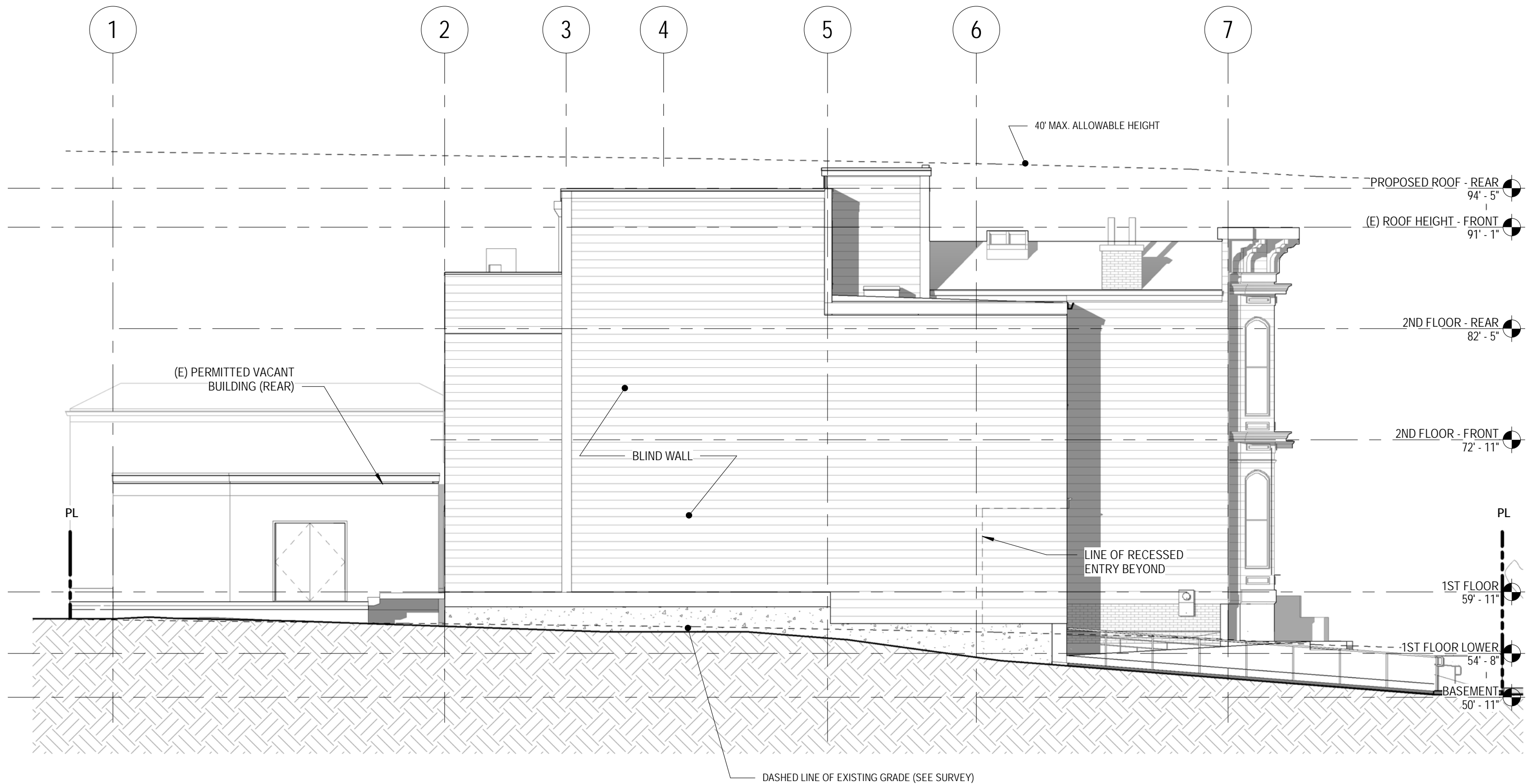


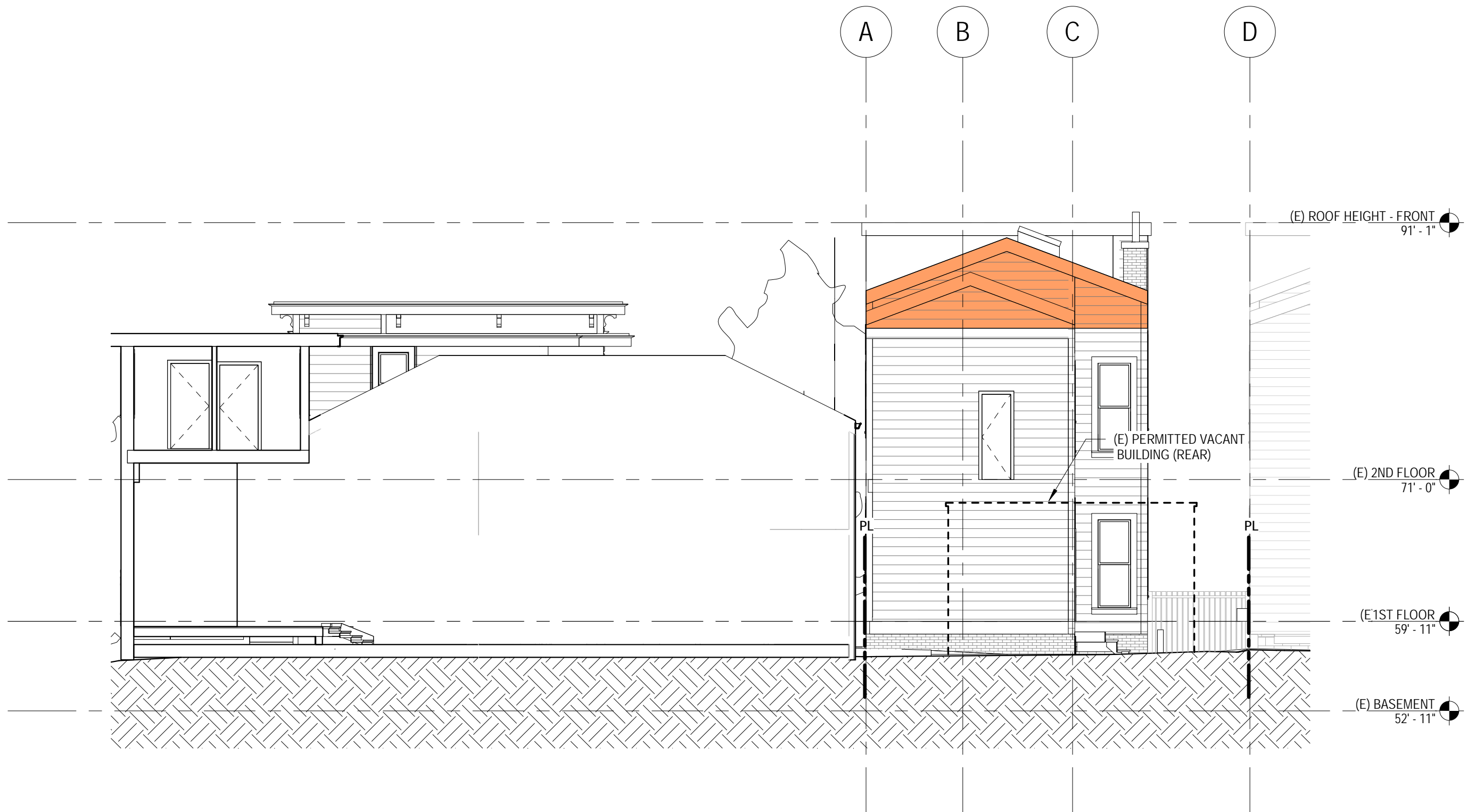




DEMO PORTION OF (E) WALL / ROOF

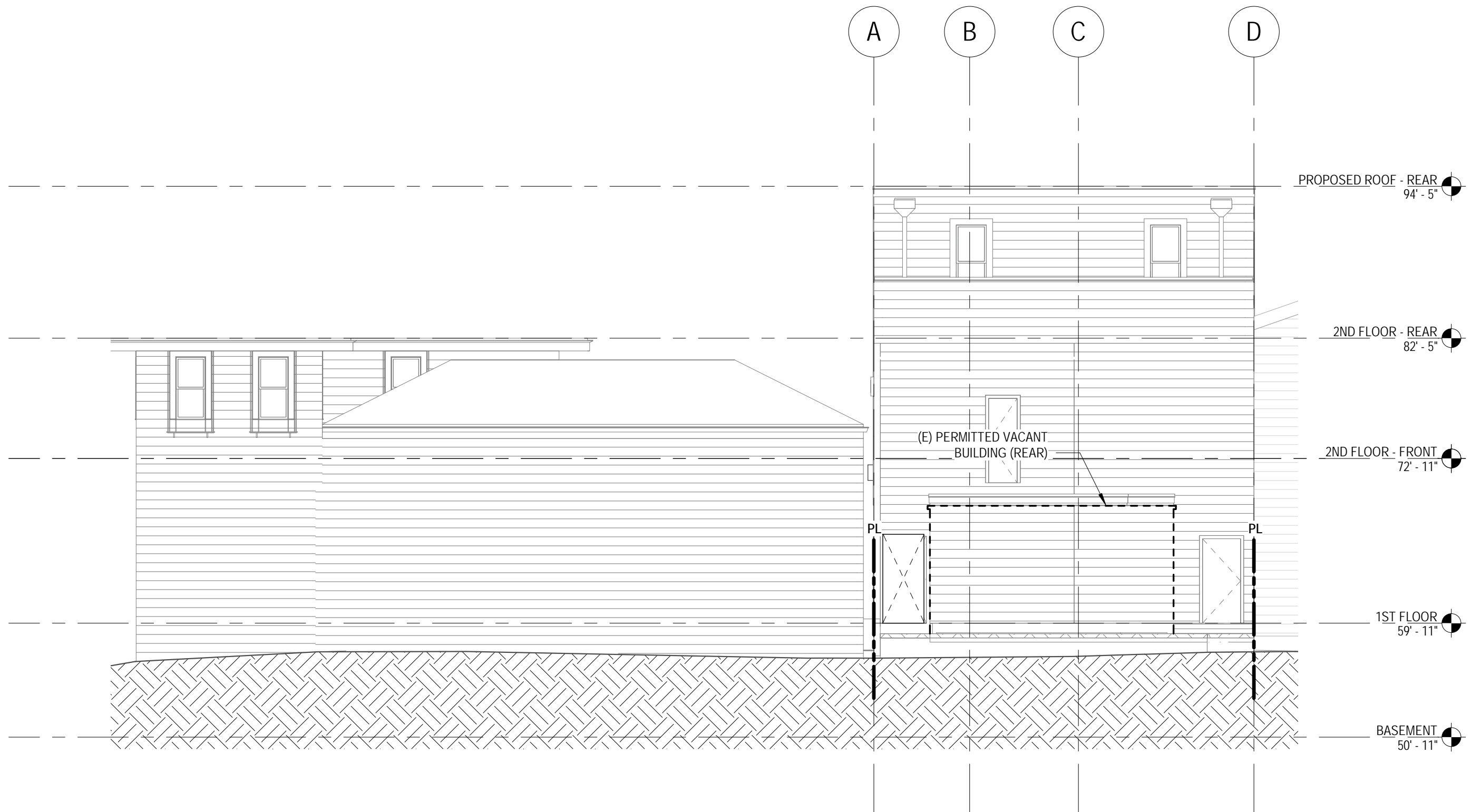


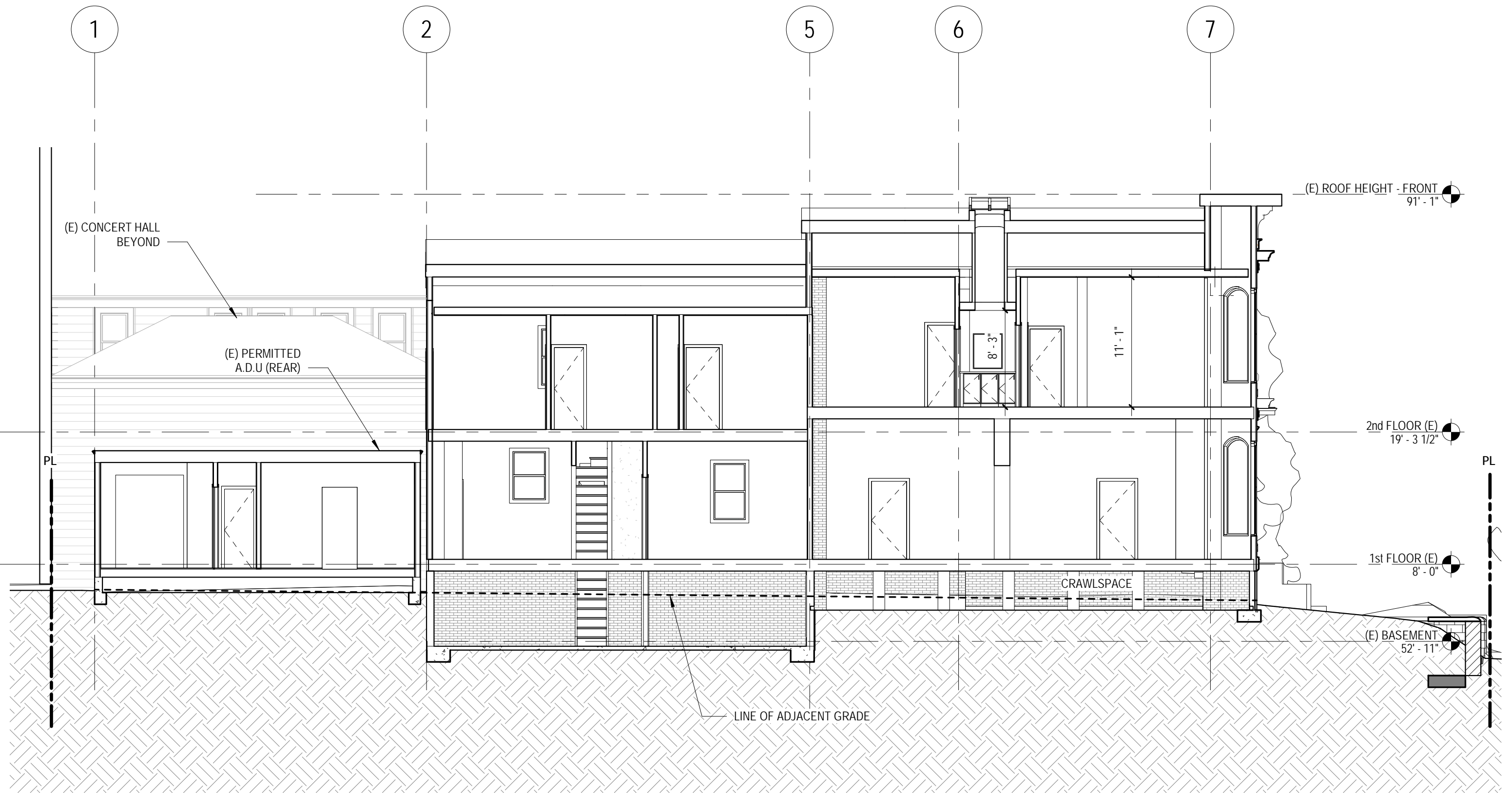


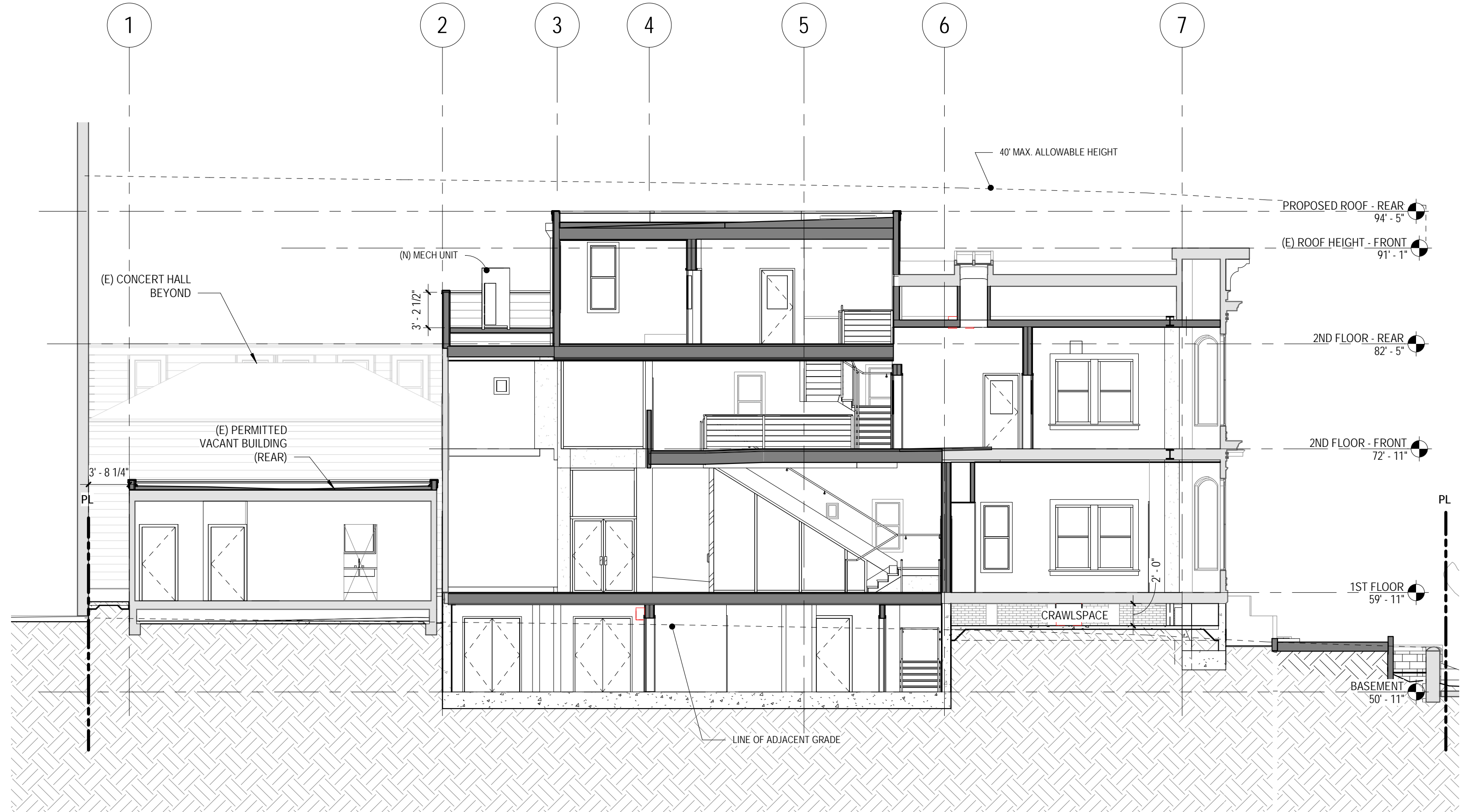


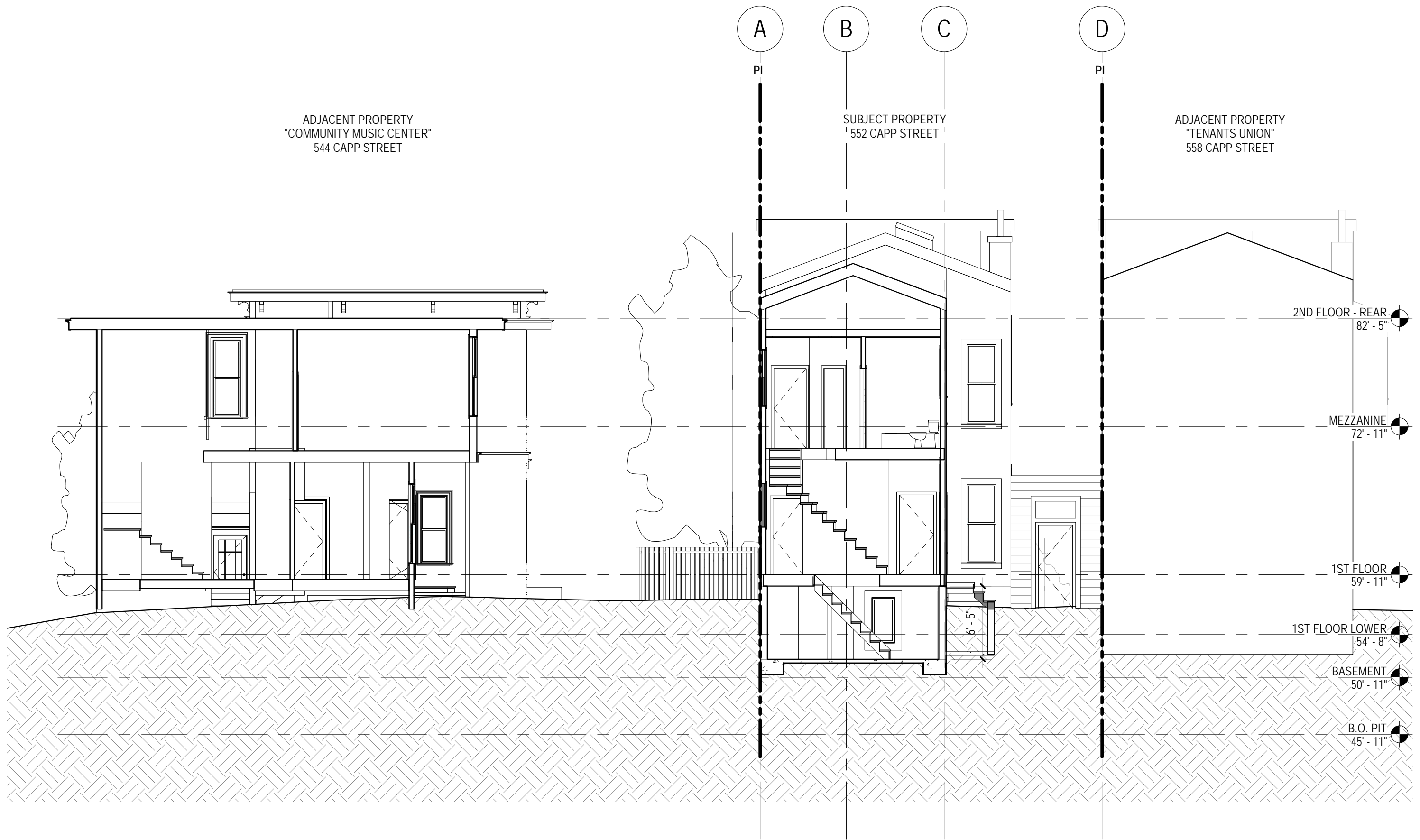
DEMO PORTION OF (E) WALL / ROOF

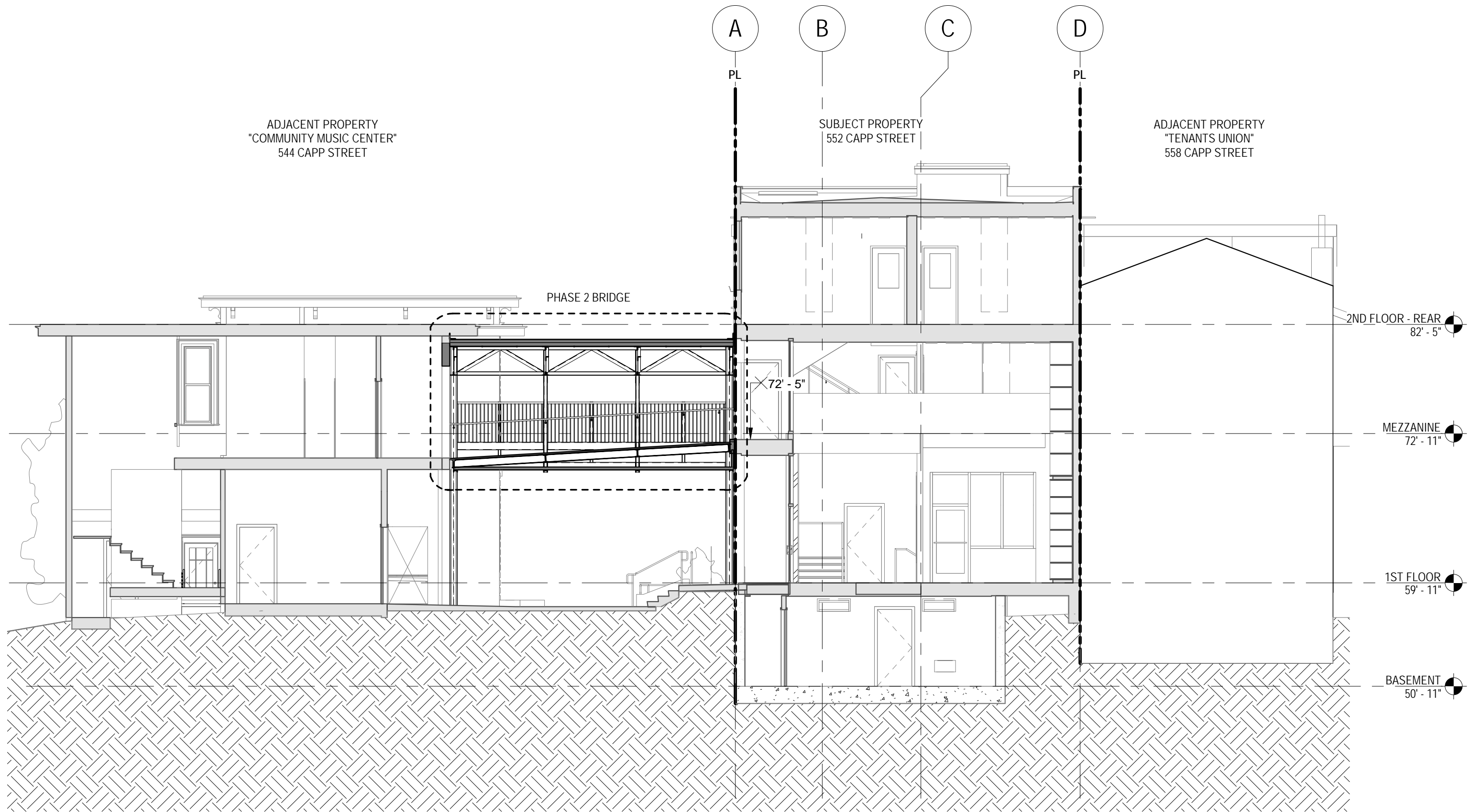


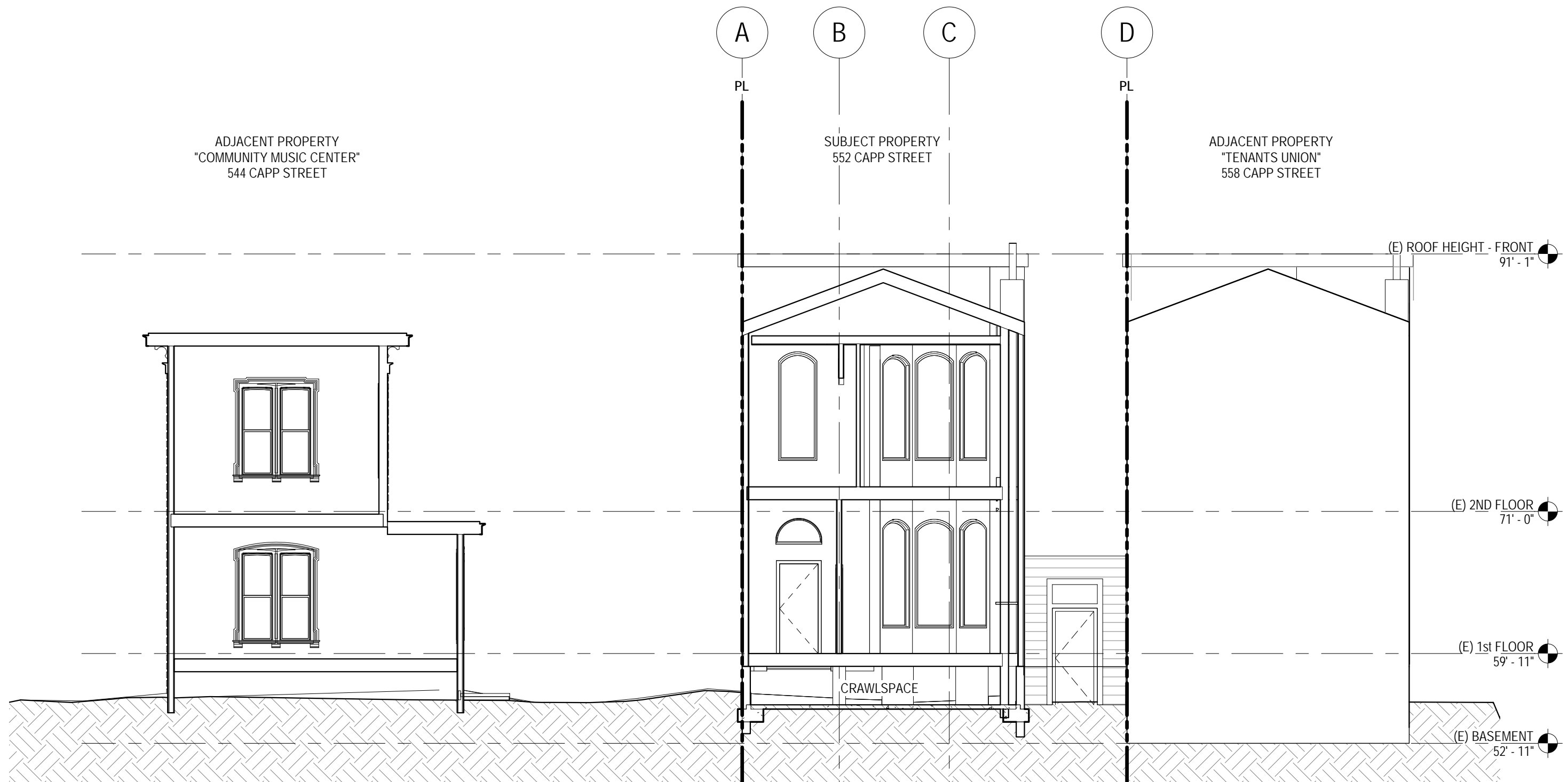












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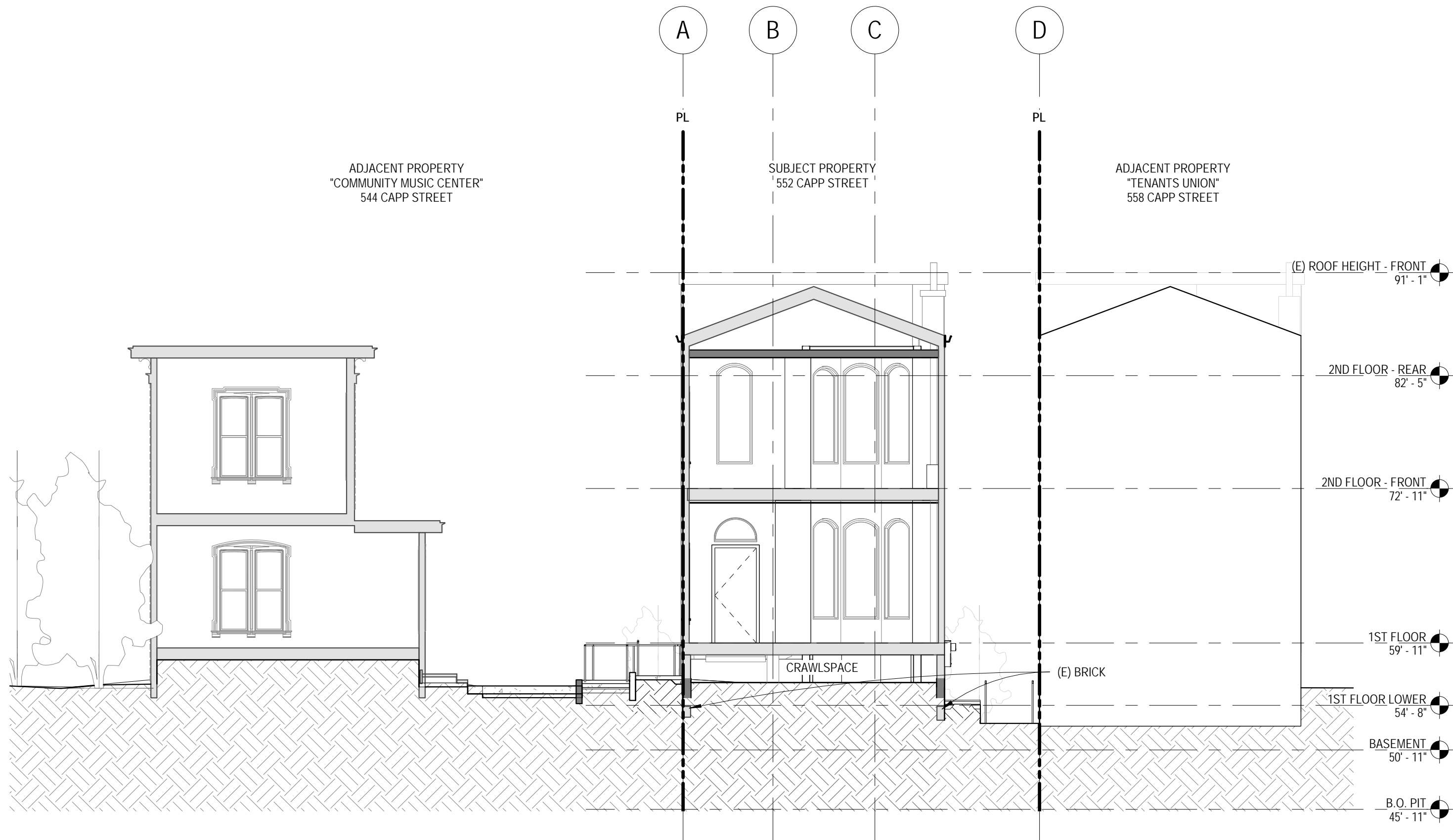
## Community Music Center

544 Capp Street  
San Francisco, CA 94110

(FRONT) EXISTING LATERAL SECTION

SCALE: 1/8" = 1'-0"  
Date: 10-24-2019  
Prepared by: AD

PL4.25





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## Community Music Center

544 Capp Street  
San Francisco, CA 94110

SECTION @ PHASE 2 BRIDGE WALKWAY

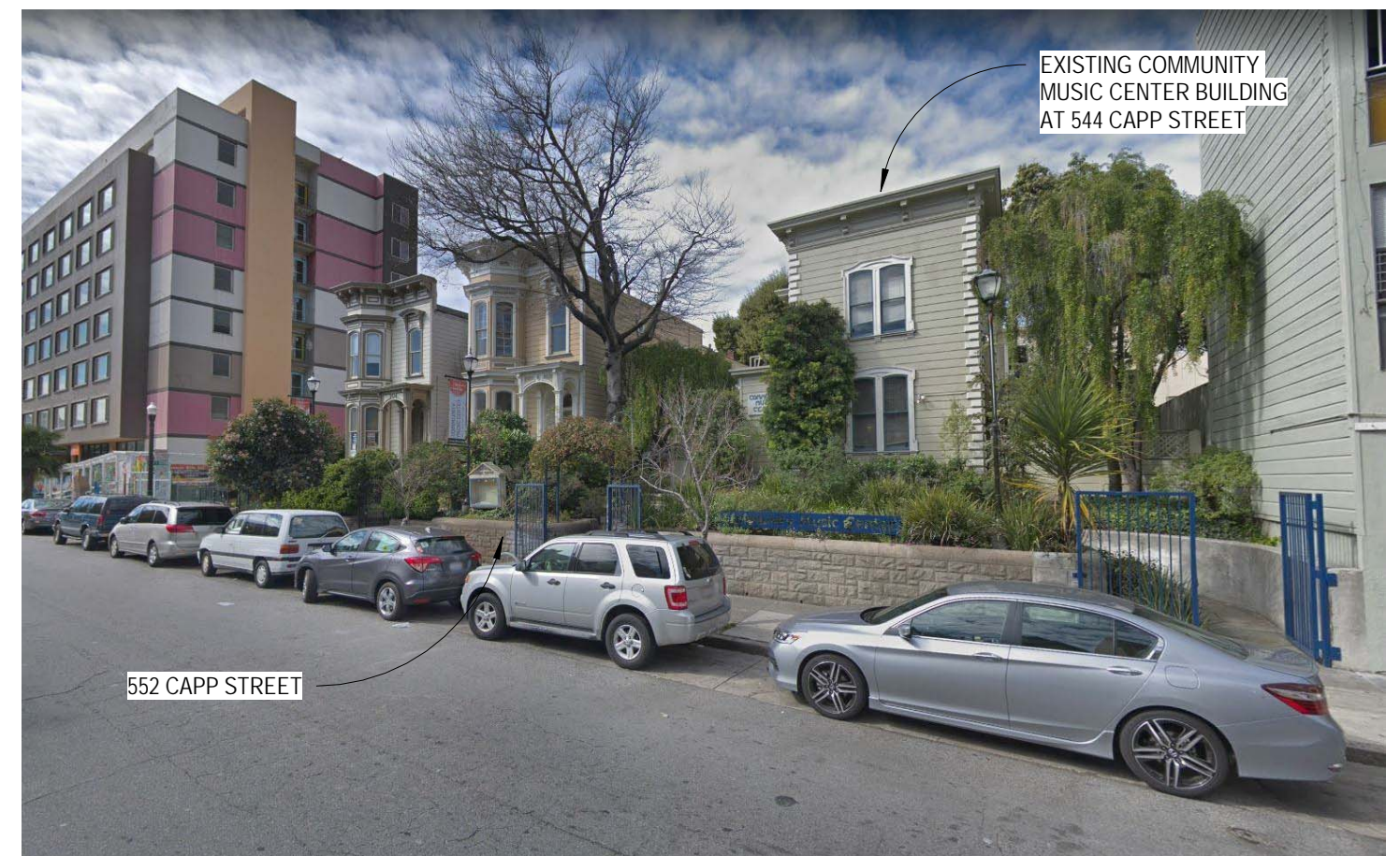
SCALE: 1/4" = 1'-0"  
Date: 10-24-2019  
Prepared by: AD

PL4.27





FRONT ELEVATION VIEW



FRONT PERSPECTIVE VIEW



BUILDINGS ON THE SAME SIDE OF THE STREET



Adjacent Property (North) – 544 Capp Street

BUILDINGS ON THE FACING SIDE OF THE STREET



Properties across the street – 517-521 Capp Street



Adjacent Property (South) – 558 Capp Street



Properties across the street – 557-563 Capp Street



FRONT FACADE OF THE SUBJECT BUILDING



REAR FACADE OF THE SUBJECT BUILDING FROM ROOF OF REAR COTTAGE



NOTE: REAR VIEW OF THE ADJACENT BUILDINGS NOT ACCESSIBLE





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## Community Music Center

544 Capp Street  
San Francisco, CA 94110

RENDERED PERSPECTIVE

SCALE:  
Date: 10-24-2019  
Prepared by: AD

PL6.04



## Classic Series Windows

**Classic Series** windows provide the utmost flexibility in aesthetics, design and functionality. For use in contemporary architectural styles, the **Classic Series** is sleek in appearance. A common mullion system can be built to specified depths and utilized to create window wall systems that include both operable and fixed components. This creates the most narrow and clean appearance possible negating the need for any trim or mullion caps.

A stainless steel four bar hinge is used standard. We also provide a butt-hinge option to satisfy egress requirements which can also be specified for units exceeding typical casement heights or if there is a desire to match hinges on adjacent doors.

For ultimate security, the **Classic Series** window can be equipped with a true European multipoint latching system that latches the window along multiple locations around the perimeter of the sash with the use of a single window lever.

**Classic Series** windows can be built as casements, awnings, rounds, arches, and window walls with a full array of options to complement your design palette.

In applications where a clad product may be more desirable, we have added **Quantum Clad** to our list of **Classic Series** window options. Ask your Quantum Representative about the available styles, colors and pricing.



Olive Township, MI  
Lucid Architecture  
Eric De Witt, Photo



Austin, TX  
Alterstudio Architecture  
What Preston Photography



Portland, OR  
Reveal Architecture + Interiors  
Laurie Black Photography

### Styles

- Angles & Shapes
- Awnings & Casements
- Picture Frames
- Rounds & Arches

### Options

- Interior & Exterior Trim
- Fixed Sash & Mullions
- Jamb Liners & Screens
- True Divided Lites
- Motorization
- Double Rabbet Jamb

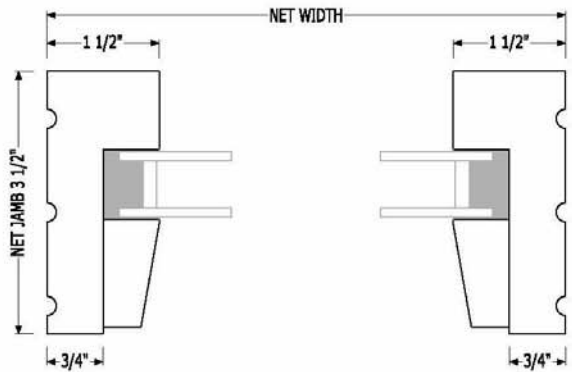
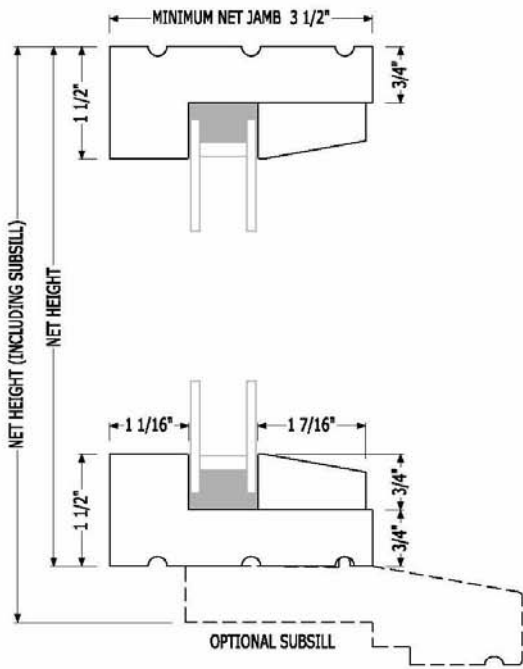
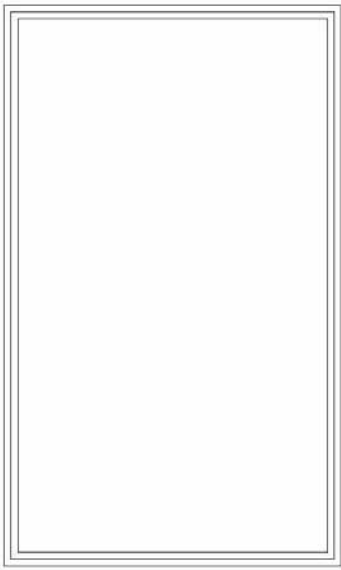
For more information please contact your Quantum Representative

Quantum Windows & Doors, Inc. 800-287-6650 [www.quantumwindows.com](http://www.quantumwindows.com) [qsales@quantumwindows.com](mailto:qsales@quantumwindows.com)

06/15

## Classic Series Windows

Fixed (Direct Set)



For more information please contact your Quantum Representative

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06/15

CS-1



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## Community Music Center

544 Capp Street  
San Francisco, CA 94110

MATERIAL SPECIFICATIONS  
SCALE:  
Date: 10-24-2019  
Prepared by: AD

PL8.01



Legacy Series Windows

Quantum’s **Legacy Series** windows offer the same traditional design and time tested operation and performance of traditional double hung windows while upgrading key components. The end result is a thoroughly modern window that maintains the aesthetics of the original design but with greatly improved energy and weather insulation.

Among these improvements are the use of modern gasket and glazing technologies. Traditional lead weight balances with brass chain and flywheel operation remain an option, but the majority of our double hung windows have sashes supported by our concealed spring balance system. This unique balance system provides smooth sash operation while omitting the plastic or aluminum tracks that would detract from the beauty of an all wood window. The concealed balance negates the need for bulky weight pockets allowing for smaller window-to-window mullions and maximum glass and light.

Quantum also offers casement (including double and French casement) and awning operation within the same frame and surround as our **Legacy Series** double hung windows. This system allows for a variety of different window operations within a single project while assuring that critical glass, muntin, and trim alignments are preserved.



Portland, OR  
Carleton Hart Architecture  
Sally Painter Photography

Styles

- Single Hung
- Double Hung
- Triple Hung
- Legacy II (Retrofit)
- Historic Restoration

Options

- Exterior & Interior Trim
- Fixed Sash
- Screens
- Ovolo, Ogee & Beveled Detailing
- True Divided Lites
- Motorized



New York, NY  
Morris Adjmi Architects



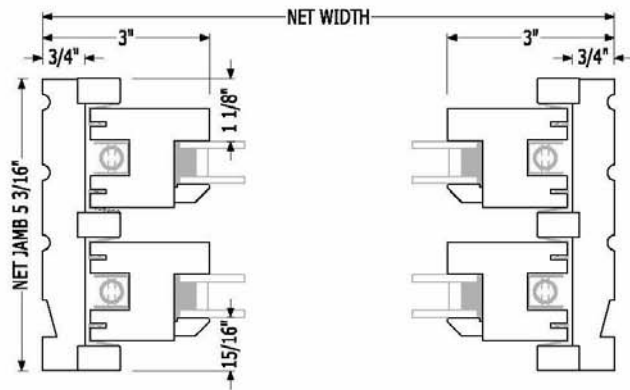
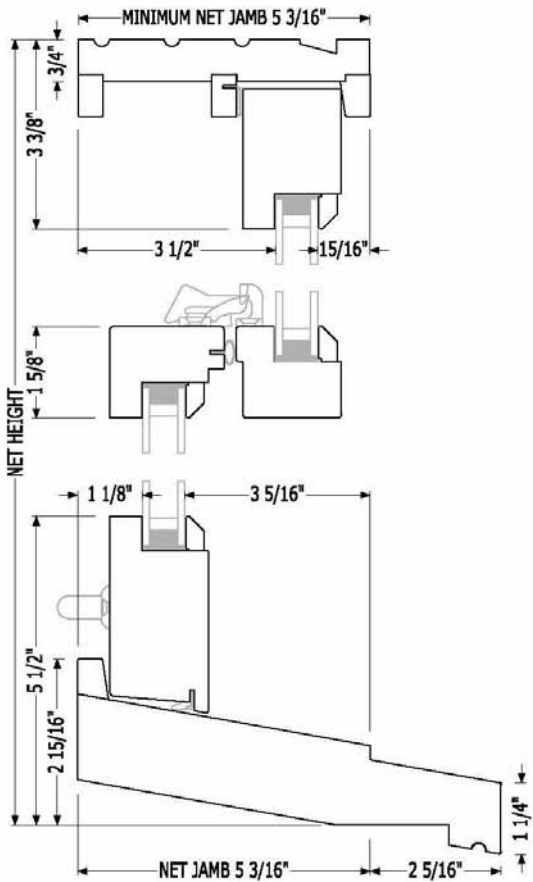
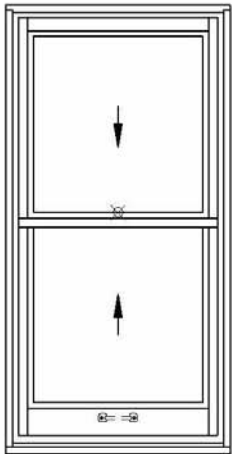
Austin, TX  
Webber/Hanzlik Architects  
Paul Bardagjy Photography

For more information please contact your Quantum Representative

Quantum Windows & Doors, Inc. 800-287-6650 www.quantumwindows.com qsales@quantumwindows.com

06/15

Legacy Series Windows  
Double Hung



LS-2

For more information please contact your Quantum Representative

06/15

Quantum Windows & Doors, Inc. 800-287-6650 www.quantumwindows.com qsales@quantumwindows.com



## Signature Series Windows

Quantum's **Signature Series** offers casement, fixed, awning and special shaped windows with contemporary styling, narrow sight lines and large expanses of glass.

The sleek framework nearly disappears as the contemporary look of the **Signature Series** puts the emphasis clearly on the glass. A more traditional appearance can be achieved through the addition of heavier sills, fixed sashes and true divided lites.

**Signature Series** windows offer tremendous design flexibility along with the natural beauty and warmth of the finest wood species available. Clear Vertical Grain (CVG) Douglas fir is standard and yields a rich appearance that begs to be touched. Many other woods are available to complement the design and detail of the project, including dual species.

### Styles

- Angles & Shapes
- Awnings
- Picture Frames
- Casements
- Rounds & Arches
- Bay & Bow

### Options

- Interior & Exterior Trim
- Fixed Sash & Mullions
- Jamb Liners & Screens
- Ovolo, Ogee & Beveled Detailing
- True Divided Lites
- Motorization



Redmond, WA  
FINNE Architects  
Nils Finne, Photo



Austin, TX  
Miro Rivera Architects  
Paul Bardagjy Photography



Manhattan Beach, CA  
KAA Design Group  
Manolo Langis Photography



Early Branch, SC  
Robert M. Cain Architect

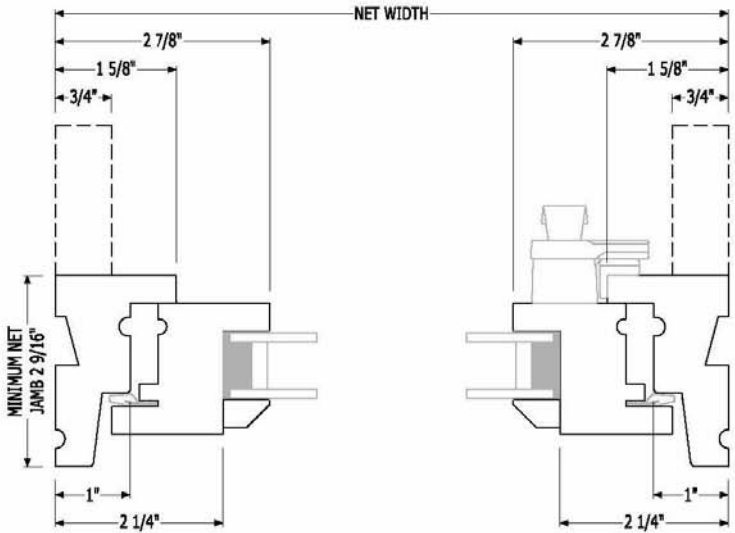
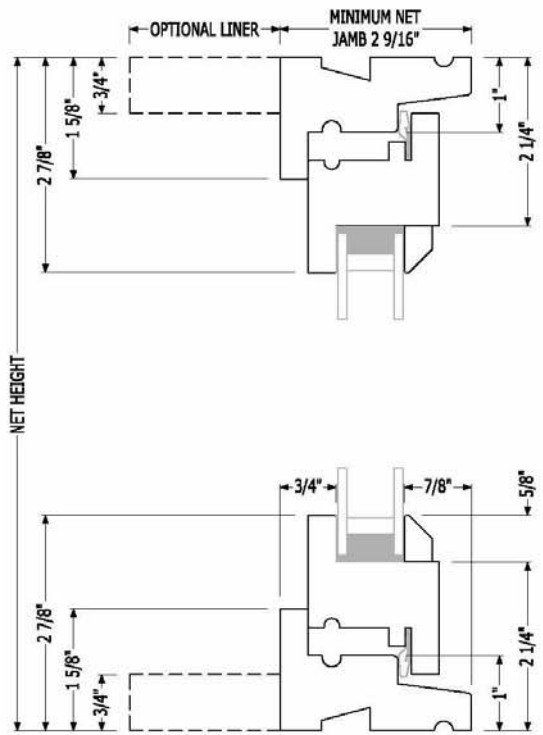
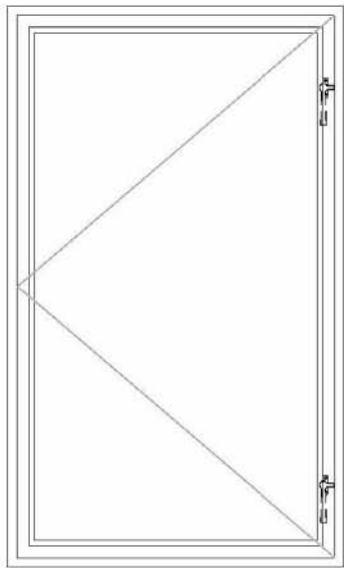
For more information please contact your Quantum Representative

Quantum Windows & Doors, Inc. 800-287-6650 [www.quantumwindows.com](http://www.quantumwindows.com) [qsales@quantumwindows.com](mailto:qsales@quantumwindows.com)

09/15

## Signature Series Windows

### Casement



SS-2

For more information please contact your Quantum Representative

09/15

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ARCHITECTS

## Community Music Center

544 Capp Street  
San Francisco, CA 94110

MATERIAL SPECIFICATIONS

SCALE:  
Date: 10-24-2019  
Prepared by: AD

PL8.03

# **Exhibit C:**

## **Environmental Determination**





# SAN FRANCISCO PLANNING DEPARTMENT

## CEQA Categorical Exemption Determination

### PROPERTY INFORMATION/PROJECT DESCRIPTION

<b>Project Address</b>		<b>Block/Lot(s)</b>
552-554 CAPP STREET		3610037
<b>Case No.</b>		<b>Permit No.</b>
2018-012642ENV		
<input checked="" type="checkbox"/> <b>Addition/ Alteration</b>	<input type="checkbox"/> <b>Demolition (requires HRE for Category B Building)</b>	<input type="checkbox"/> <b>New Construction</b>
<b>Project description for Planning Department approval.</b> The 552-554 Capp Street project site is located on the block bounded by Capp Street to the east, 21st Street to the south, Mission Street to the west, and 20th Street to the north, in the Mission District (Assessor's Block 3610; lot 037). The project site is approximately 3,670 square feet. The project site has frontages on Capp Street. The existing building at 552-554 Capp Street is a 31-foot-tall, approximately 3,100-square-foot, single-family home with an attached rear cottage. The project site has two dwelling units. The existing single-family home was constructed circa 1900 and has been identified as a historic resource. The existing site has no off-street parking nor on-street loading spaces. There are no curb cuts and two standard on-street parking spaces are located at the street level. The proposal is an approximately 1,280-square-foot horizontal and vertical addition to the existing vacant single family home, renovation of the rear cottage, and a change of use of both dwelling units into a community facility (as defined in planning code section 102). The resulting community facility would be 37 feet tall and approximately 4,360 square feet. The final operations of the building would include music instruction, recital rooms, offices, a lobby and reception. Other changes include a new ADA-compliant entry and elevator to FULL PROJECT DESCRIPTION ATTACHED		

### STEP 1: EXEMPTION CLASS

<b>The project has been determined to be categorically exempt under the California Environmental Quality Act (CEQA).</b>	
<input checked="" type="checkbox"/>	<b>Class 1 - Existing Facilities.</b> Interior and exterior alterations; additions under 10,000 sq. ft.
<input type="checkbox"/>	<b>Class 3 - New Construction.</b> Up to three new single-family residences or six dwelling units in one building; commercial/office structures; utility extensions; change of use under 10,000 sq. ft. if principally permitted or with a CU.
<input type="checkbox"/>	<b>Class 32 - In-Fill Development.</b> New Construction of seven or more units or additions greater than 10,000 sq. ft. and meets the conditions described below: (a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations. (b) The proposed development occurs within city limits on a project site of no more than 5 acres substantially surrounded by urban uses. (c) The project site has no value as habitat for endangered rare or threatened species. (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality. (e) The site can be adequately served by all required utilities and public services. <b>FOR ENVIRONMENTAL PLANNING USE ONLY</b>
<input type="checkbox"/>	<b>Class ____</b>

## STEP 2: CEQA IMPACTS

### TO BE COMPLETED BY PROJECT PLANNER

<input type="checkbox"/>	<b>Air Quality:</b> Would the project add new sensitive receptors (specifically, schools, day care facilities, hospitals, residential dwellings, and senior-care facilities within an Air Pollution Exposure Zone? Does the project have the potential to emit substantial pollutant concentrations (e.g., backup diesel generators, heavy industry, diesel trucks, etc.)? (refer to EP_ArcMap > CEQA Catex Determination Layers > Air Pollution Exposure Zone)
<input type="checkbox"/>	<b>Hazardous Materials:</b> If the project site is located on the Maher map or is suspected of containing hazardous materials (based on a previous use such as gas station, auto repair, dry cleaners, or heavy manufacturing, or a site with underground storage tanks): Would the project involve 50 cubic yards or more of soil disturbance - or a change of use from industrial to residential?  <i>if the applicant presents documentation of enrollment in the San Francisco Department of Public Health (DPH) Maher program, a DPH waiver from the Maher program, or other documentation from Environmental Planning staff that hazardous material effects would be less than significant (refer to EP_ArcMap &gt; Maher layer).</i>
<input checked="" type="checkbox"/>	<b>Transportation:</b> Does the project involve a child care facility or school with 30 or more students, or a location 1,500 sq. ft. or greater? Does the project have the potential to adversely affect transit, pedestrian and/or bicycle safety (hazards) or the adequacy of nearby transit, pedestrian and/or bicycle facilities?
<input checked="" type="checkbox"/>	<b>Archeological Resources:</b> Would the project result in soil disturbance/modification greater than two (2) feet below grade in an archeological sensitive area or eight (8) feet in a non -archeological sensitive area? If yes, archeo review is required (refer to EP_ArcMap > CEQA Catex Determination Layers > Archeological Sensitive Area)
<input type="checkbox"/>	<b>Subdivision/Lot Line Adjustment:</b> Does the project site involve a subdivision or lot line adjustment on a lot with a slope average of 20% or more? (refer to EP_ArcMap > CEQA Catex Determination Layers > Topography). If yes, Environmental Planning must issue the exemption.
<input type="checkbox"/>	<b>Slope = or &gt; 25%:</b> Does the project involve any of the following: (1) square footage expansion greater than 500 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? (refer to EP_ArcMap > CEQA Catex Determination Layers > Topography) <b>If box is checked, a geotechnical report is required and Environmental Planning must issue the exemption.</b>
<input type="checkbox"/>	<b>Seismic: Landslide Zone:</b> Does the project involve any of the following: (1) square footage expansion greater than 500 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? (refer to EP_ArcMap > CEQA Catex Determination Layers > Seismic Hazard Zones) <b>If box is checked, a geotechnical report is required and Environmental Planning must issue the exemption.</b>
<input type="checkbox"/>	<b>Seismic: Liquefaction Zone:</b> Does the project involve any of the following: (1) square footage expansion greater than 500 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? (refer to EP_ArcMap > CEQA Catex Determination Layers > Seismic Hazard Zones) <b>If box is checked, a geotechnical report will likely be required and Environmental Planning must issue the exemption.</b>
<b>Comments and Planner Signature (optional):</b> Megan Calpin PLEASE SEE ATTACHED	

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

<b>PROPERTY IS ONE OF THE FOLLOWING:</b> (refer to Property Information Map)	
<input checked="" type="checkbox"/>	<b>Category A:</b> Known Historical Resource. <b>GO TO STEP 5.</b>
<input type="checkbox"/>	<b>Category B:</b> Potential Historical Resource (over 45 years of age). <b>GO TO STEP 4.</b>
<input type="checkbox"/>	<b>Category C:</b> Not a Historical Resource or Not Age Eligible (under 45 years of age). <b>GO TO STEP 6.</b>

**STEP 4: PROPOSED WORK CHECKLIST**  
TO BE COMPLETED BY PROJECT PLANNER

<b>Check all that apply to the project.</b>	
<input type="checkbox"/>	1. <b>Change of use and new construction.</b> Tenant improvements not included.
<input type="checkbox"/>	2. <b>Regular maintenance or repair</b> to correct or repair deterioration, decay, or damage to building.
<input type="checkbox"/>	3. <b>Window replacement</b> that meets the Department's <i>Window Replacement Standards</i> . Does not include storefront window alterations.
<input type="checkbox"/>	4. <b>Garage work.</b> A new opening that meets the <i>Guidelines for Adding Garages and Curb Cuts</i> , and/or replacement of a garage door in an existing opening that meets the Residential Design Guidelines.
<input type="checkbox"/>	5. <b>Deck, terrace construction, or fences</b> not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	6. <b>Mechanical equipment installation</b> that is not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	7. <b>Dormer installation</b> that meets the requirements for exemption from public notification under <i>Zoning Administrator Bulletin No. 3: Dormer Windows</i> .
<input type="checkbox"/>	8. <b>Addition(s)</b> that are not visible from any immediately adjacent public right-of-way for 150 feet in each direction; does not extend vertically beyond the floor level of the top story of the structure or is only a single story in height; does not have a footprint that is more than 50% larger than that of the original building; and does not cause the removal of architectural significant roofing features.
<b>Note: Project Planner must check box below before proceeding.</b>	
<input checked="" type="checkbox"/>	Project is not listed. <b>GO TO STEP 5.</b>
<input type="checkbox"/>	Project <b>does not conform</b> to the scopes of work. <b>GO TO STEP 5.</b>
<input type="checkbox"/>	Project involves <b>four or more</b> work descriptions. <b>GO TO STEP 5.</b>
<input type="checkbox"/>	Project involves <b>less than four</b> work descriptions. <b>GO TO STEP 6.</b>

**STEP 5: CEQA IMPACTS - ADVANCED HISTORICAL REVIEW**  
TO BE COMPLETED BY PROJECT PLANNER

<b>Check all that apply to the project.</b>	
<input type="checkbox"/>	1. Project involves a <b>known historical resource (CEQA Category A)</b> as determined by Step 3 and conforms entirely to proposed work checklist in Step 4.
<input type="checkbox"/>	2. <b>Interior alterations to publicly accessible spaces.</b>
<input type="checkbox"/>	3. <b>Window replacement</b> of original/historic windows that are not "in-kind" but are consistent with existing historic character.
<input type="checkbox"/>	4. <b>Façade/storefront alterations</b> that do not remove, alter, or obscure character-defining features.
<input type="checkbox"/>	5. <b>Raising the building</b> in a manner that does not remove, alter, or obscure character-defining features.
<input type="checkbox"/>	6. <b>Restoration</b> based upon documented evidence of a building's historic condition, such as historic photographs, plans, physical evidence, or similar buildings.

<input type="checkbox"/>	7. <b>Addition(s)</b> , including mechanical equipment that are minimally visible from a public right-of-way and meet the <i>Secretary of the Interior's Standards for Rehabilitation</i> .
<input checked="" type="checkbox"/>	8. <b>Other work consistent</b> with the <i>Secretary of the Interior Standards for the Treatment of Historic Properties</i> (specify or add comments):  See Historic Resource Evaluation Response dated 10/3/2019 for a description of how project is in conformance with the Secretary's Standards.
<input type="checkbox"/>	9. <b>Other work</b> that would not materially impair a historic district (specify or add comments):  (Requires approval by Senior Preservation Planner/Preservation Coordinator)
<input type="checkbox"/>	10. <b>Reclassification of property status.</b> (Requires approval by Senior Preservation Planner/Preservation <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> <input type="checkbox"/> Reclassify to Category A  a. Per HRER or PTR dated  b. Other (specify): </div> <div style="width: 45%;"> <input type="checkbox"/> Reclassify to Category C  (attach HRER or PTR) </div> </div>
<b>Note: If ANY box in STEP 5 above is checked, a Preservation Planner MUST sign below.</b>	
<input type="checkbox"/>	<b>Project can proceed with categorical exemption review.</b> The project has been reviewed by the Preservation Planner and can proceed with categorical exemption review. <b>GO TO STEP 6.</b>
<b>Comments (optional):</b>	
<b>Preservation Planner Signature:</b> Justin Greving	

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

<input checked="" type="checkbox"/>	<b>No further environmental review is required. The project is categorically exempt under CEQA.</b> <b>There are no unusual circumstances that would result in a reasonable possibility of a significant effect.</b>	
	<b>Project Approval Action:</b> Planning Commission Hearing	<b>Signature:</b> Megan Calpin
	If Discretionary Review before the Planning Commission is requested, the Discretionary Review hearing is the Approval Action for the project.	10/10/2019
	Once signed or stamped and dated, this document constitutes a categorical exemption pursuant to CEQA Guidelines and Chapter 31 of the Administrative Code. In accordance with Chapter 31 of the San Francisco Administrative Code, an appeal of an exemption determination can only be filed within 30 days of the project receiving the approval action. Please note that other approval actions may be required for the project. Please contact the assigned planner for these approvals.	

## Full Project Description

The 552-554 Capp Street project site is located on the block bounded by Capp Street to the east, 21st Street to the south, Mission Street to the west, and 20th Street to the north, in the Mission District (Assessor's Block 3610; lot 037). The project site is approximately 3,670 square feet. The project site has frontages on Capp Street. The existing building at 552-554 Capp Street is a 31-foot-tall, approximately 3,100-square-foot, single-family home with an attached rear cottage. The project site has two dwelling units. The existing single-family home was constructed circa 1900 and has been identified as a historic resource. The existing site has no off-street parking nor on-street loading spaces. There are no curb cuts and two standard on-street parking spaces are located at the street level.

The proposal is an approximately 1,280-square-foot horizontal and vertical addition to the existing vacant single family home, renovation of the rear cottage, and a change of use of both dwelling units into a community facility (as defined in planning code section 102). The resulting community facility would be 37 feet tall and approximately 4,360 square feet. The final operations of the building would include music instruction, recital rooms, offices, a lobby and reception. Other changes include a new ADA-compliant entry and elevator to the converted building, maintaining the existing concrete/stone retaining wall. The proposed project would increase enrollment by 400 students and 10 staff, on a weekly basis. The project proposes installing four Class 1 bicycle spaces on the property. The project sponsor is proposing to request the SFMTA to install a 44-foot-long passenger loading zone at the project site's Capp Street frontage.

The proposal would expand the Community Music Center's existing operations to increase enrollment and course offerings. Currently, Community Music Center currently operates at 544 Capp Street in a 4,010-square-foot building. The existing use at 544 Capp Street serves 1,400 students on a weekly basis, in the format of 1-2 hour weekly music lessons. Over the course of the week, 14 staff are on site daily and 40 staff rotate on-site as needed for instruction schedules. On weekends, the Community Music Center hosts special events with attendance in excess of 75 individuals.

A total of approximately 74 feet of on-street passenger loading zones are located within 250 feet to the south at the Bethany Center, a senior living complex. The Bethany passenger loading zones on Capp Street are composed of one 30 foot zone behind an ADA accessible curb cut, and a 44 foot zone in front of the same curb cut.

## CEQA Impacts

Transportation - The department's transportation staff reviewed the proposed project on August 28, 2019 and determined that the project would not have significant transportation impacts and that additional transportation review is not required.

Archaeological Resources – The department's staff archaeologist conducted preliminary archaeological review on December 17, 2018 and determined that the project would not affect significant archaeological resources.

The proposed project is not subject to any of the categorical exemption exceptions pursuant to CEQA Guidelines section 15300.2.

- (a) Location – the location requirement only applies to Classes 3, 4, 5,6, and 11. Therefore, this exception would not apply to the existing project.
- (b) The proposed project would not contribute to any significant cumulative impacts.
- (c) The proposed project's activities would not have a reasonable possibility of having a significant effect on the environment due to unusual circumstances.
- (d) The proposed project is not located on or near a scenic highway.
- (e) The project site is not located on any list compiled pursuant to section 65962.5 of the Government Code.
- (f) The existing structure to be altered is an identified historic resource. The proposed changes to the resource would not result in a substantial adverse change in the significance of the historical resource.

The proposed project is eligible for a Class 1 Existing Facilities Categorical Exemption under CEQA Guidelines section 15301(e)(2), additions to existing structures provided that the addition will not result in an increase of more than 10,000 square feet in an area where all public services and facilities are available to allow for maximum development permissible in the General Plan and the area in which the project is located is not environmentally sensitive.

## STEP 7: MODIFICATION OF A CEQA EXEMPT PROJECT

### TO BE COMPLETED BY PROJECT PLANNER

In accordance with Chapter 31 of the San Francisco Administrative Code, when a California Environmental Quality Act (CEQA) exempt project changes after the Approval Action and requires a subsequent approval, the Environmental Review Officer (or his or her designee) must determine whether the proposed change constitutes a substantial modification of that project. This checklist shall be used to determine whether the proposed changes to the approved project would constitute a "substantial modification" and, therefore, be subject to additional environmental review pursuant to CEQA.

### PROPERTY INFORMATION/PROJECT DESCRIPTION

Project Address (If different than front page)		Block/Lot(s) (If different than front page)
552-554 CAPP STREET		3610/037
Case No.	Previous Building Permit No.	New Building Permit No.
2018-012642PRJ		
Plans Dated	Previous Approval Action	New Approval Action
	Planning Commission Hearing	
Modified Project Description:		

### DETERMINATION IF PROJECT CONSTITUTES SUBSTANTIAL MODIFICATION

Compared to the approved project, would the modified project:	
<input type="checkbox"/>	Result in expansion of the building envelope, as defined in the Planning Code;
<input type="checkbox"/>	Result in the change of use that would require public notice under Planning Code Sections 311 or 312;
<input type="checkbox"/>	Result in demolition as defined under Planning Code Section 317 or 19005(f)?
<input type="checkbox"/>	Is any information being presented that was not known and could not have been known at the time of the original determination, that shows the originally approved project may no longer qualify for the exemption?
If at least one of the above boxes is checked, further environmental review is required.	

### DETERMINATION OF NO SUBSTANTIAL MODIFICATION

<input type="checkbox"/>	The proposed modification would not result in any of the above changes.
If this box is checked, the proposed modifications are categorically exempt under CEQA, in accordance with prior project approval and no additional environmental review is required. This determination shall be posted on the Planning Department website and office and mailed to the applicant, City approving entities, and anyone requesting written notice. In accordance with Chapter 31, Sec 31.08j of the San Francisco Administrative Code, an appeal of this determination can be filed within 10 days of posting of this determination.	
Planner Name:	Date:





# SAN FRANCISCO PLANNING DEPARTMENT

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## Historic Resource Evaluation Response

*Date* October 1, 2019  
*Case No.:* 2018-012642ENV  
*Project Address:* 544 and 552-554 Capp Street  
*Zoning:* RTO-M-Residential Transit Oriented-Mission  
40-X Height and Bulk District  
*Block/Lot:* 3610/036 and 3610/037  
*Date of Review:* May 30, 2014 (Historic Resource Evaluation, Part 1)  
*Staff Contact:* Justin Greving (Preservation Planner)  
(415) 575-9169  
[justin.greving@sfgov.org](mailto:justin.greving@sfgov.org)

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### PART II: PROJECT EVALUATION

#### PRE-EXISTING HISTORIC RATING / SURVEY

The subject property consists of two parcels located at 544 Capp Street (3610/036), and 552-554 Capp Street (3610/037). 544 Capp Street contains a two-story, wood-frame, single-family residential building designed in the Italianate style. The irregular-plan building, clad in channel drop wood siding, is capped by a flat built-up roof. The foundation is not visible. The building is set back on the lot, which features a concrete wall, contemporary metal security gate, stone stairs, and a landscaped garden with benches. The primary façade faces east and includes 2 structural bays plus an addition to the south. The north bay features paired arched double-hung wood-sash windows with molded surrounds on both stories. Three small brackets support each windowsill. The south structural bay is recessed behind a single-story in-filled vestibule. The recessed bay contains one double-hung wood sash window with a molded surround on the second story. A concert hall is located within the south addition at the rear of the building and contains 3 entrances with molded surrounds that resemble the original window surrounds. The entrance consists of partially-glazed paired wood doors that are located under a trellis. The south secondary façade contains 2 arched double-hung wood-sash windows and a recessed entrance in the vestibule. Two more windows on the western end of the façade are identical in type to the others. The second story contains 4 windows that are identical in type and materials to the window that faces east on the second story; they also have identical molded surrounds. The corners of the building feature wood quoins. The primary façade terminates in a parapet with a paneled frieze, C-shaped brackets, and a cornice.

Located to the south is 552-554 Capp Street, a two-story wood-frame Italianate residential building (552 Capp Street), and a rear one-story residential building (554 Capp Street).<sup>\*</sup> The building is clad in channel drop wood siding and features a front-gabled roof masked by a parapet. The primary façade faces east and contains a rhythm of two bays, with a stacked angled bay window to the south and a hooded window over the primary entrance to the north. The main entry is located at the north side of the ground level and contains a paneled wood door with an arched glazed transom. The entryway includes a portico with a

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<sup>\*</sup> For the sake of clarity, 552 Capp Street will be used in this report to refer to the historic building on the parcel.

paneled and arched opening, carved posts, Tuscan pilasters, and a cornice supported by decorative brackets. The south structural bay contains a 2-story angled bay window with arched double-hung wood-sash windows, molded surrounds, colonnettes, spandrel panels, and intermediate cornices on each floor. The north structural bay of the second story contains a single arched double-hung wood-sash window with molded surrounds, paneling, and a curved pediment supported by carved brackets. The primary façade terminates in an entablature with an architrave, paneled frieze, and bracketed cornice that follows the projecting angled bay window. The secondary (north) façade contains 4 irregularly-placed double-hung wood-sash windows, one small fixed wood-sash window, and a secondary entrance on the ground level. The second floor contains three double-hung wood-sash window, and a small fixed wood-sash window. The rear one-story residential building that is of an unknown construction date was built sometime after 1950 and has been determined to not contribute to the historic character of the property.

Both properties were surveyed in the South Mission Historic Resources Survey and were given status codes of 3CS (individually eligible for listing in the California Register). As residences constructed during the Gilded Age, both 544 and 552 Capp Street would be eligible under Criterion 1 for their association with the historic events of streetcar suburb development in the Mission District, and under Criterion 3 for displaying distinctive characteristics of a type, period, region, or method of construction.<sup>+</sup> Because character-defining features of the buildings were not identified in the historic resources survey, Page & Turnbull prepared a supplemental Part 1 Historic Resource Evaluation (HRE) that established a period of significance and identified a list of character-defining features for the two buildings. The department agrees with the findings of the HRE that establish the period of significance for 544 Capp Street to include the original date of construction of 1870, and construction of the concert hall and connecting north additions in 1926 that have taken on significance. The Department did not find that the front porch enclosure constructed in 1953 would be considered an addition that has taken on significance. The Department agrees with the finding of the HRE that the period of significance for 552 Capp Street would be the original construction date of 1885, and that the rear residence located at 554 Capp Street has not taken on significance. The department has reviewed and established the following list of character-defining features:

**544 Capp Street:**

- Location of main building toward the front (east) of the parcel with concert hall at the rear (west);
- Concrete site wall at Capp Street and concrete stairs;
- Lush garden setting with mature plantings;
- Original Residence plus additions:
  - Rectangular two-story massing
  - Flat roof
  - Channel drop wood siding with wood quoining or corner boards
  - Double-hung and casement wood-sash windows, sometimes arched and some with ogee lugs at the upper sashes;
  - Molded wood window surrounds and brackets under the sills;
  - Paneled frieze, carved wood brackets, and cornice at the roofline of original building
  - Recessed entry porch with wood flooring and steps, molded entry surround and entrance with transom window
- Concert Hall:
  - Rectangular plan;

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<sup>+</sup> “City within a City: Historic Context Statement for San Francisco’s Mission District,” City and County of San Francisco Planning Department, November 2007, 50-51.



- Flat roof;
- Channel-drop wood siding;
- Three pairs of multi-light wood doors on east façade;
- Large grouping of arched multi-light wood-framed windows on west façade;
- Pairs of small double-hung wood sash windows with ogee lugs at second story of south façade;
- East pergola with square columns that continues to rear porch of original house;
- Interior design, including state at north end, balcony with wood railings at south end, and exposed wood ceiling with wood trusses

552 Capp Street:

- Rectangular two-story massing;
- Gable roof;
- Brick chimney with metal chimney stacks;
- Brick foundation with brick basement cladding;
- Channel drop wood siding;
- Double-hung wood sash window, some multi-light, some with arched upper sashes, and some with ogee lugs;
- Molded wood window and door surrounds;
- Two-story angled bay window at primary (east) façade with paneled friezes and cornices;
- Paneled frieze, scrolled brackets, cornice, and flat parapet at the roofline;
- Entrance features, including:
  - Portico with square columns, molded panels, extended brackets cornice, and flat roof;
  - Wood paneling around interior arched entrance opening;
  - Arched transom window
- Decorative paneling, scrolled brackets, and arched window hood above second story window at primary façade;
- Concrete site wall;

Proposed Project

☐ Demolition

☒ Alteration

Per Drawings Dated: 6/24/2019

**Project Description**

The proposed project will adaptively reuse the existing two-story building at 552 Capp Street and construct a horizontal and vertical expansion to the rear of the property. Other alterations include modifications to the site to incorporate ADA accessible pathways between 552 and 544 Capp Street. The proposed project also includes modifications to secondary elevations of 544 and 552 Capp streets and the construction of a second story metal bridge between the two structures. The only proposed alteration to the building at 544 Capp Street will include modifications to prepare an opening for the connecting bridge to 552 Capp Street.

**Project Evaluation**

*If the property has been determined to be a historical resource in Part I, please check whether the proposed project would materially impair the resource and identify any modifications to the proposed project that may reduce or avoid impacts.*

**Subject Property/Historic Resource:**

- ☒ The project will not cause a significant adverse impact to the historic resource as proposed.
- ☐ The project will cause a significant adverse impact to the historic resource as proposed.

**California Register-eligible Historic District or Context:**

- ☐ The project will not cause a significant adverse impact to a California Register-eligible historic district or context as proposed.
- ☐ The project will cause a significant adverse impact to a California Register-eligible historic district or context as proposed.

**Project Impacts**

The proposed project at 544 and 552 Capp Street will not have a significant impact on the identified historic resources on the project site. The proposed addition and alterations have been reviewed and found to be in conformance with the *Secretary's Standards*. The following is a Standards analysis per the relevant standards for both properties:

**Standard 1**

*A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.*

The proposed project will convert the existing residential building at 552 Capp Street for educational use by the Community Music School, and insert an opening on the second floor of a secondary elevation of 544 Capp Street to allow for the construction of a bridge between the two buildings. However, the conversion of spaces into classrooms and instruction rooms requires only minimal change to the distinctive materials, features, spaces, and spatial relationships the characterize the two properties on Capp Street.

**Standard 2**

*The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.*

The historic character of both 544 and 552 Capp Street will be retained and preserved. The rear addition to 552 Capp Street will not interrupt the open space and relationship between the two buildings. Although a second story bridge is proposed to connect 544 and 552 Capp Street, it will be setback substantially from the primary elevations so as to preserve the notion that the two buildings will maintain their appearance as separate structures.

**Standard 3**

*Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.*

The design of the addition and bridge are such that they will read as contemporary insertions and will not present a false sense of history for either 552 and 544 Capp Street.

**Standard 4**

*Changes to a property that have acquired historic significance in their own right will be retained and preserved.*

The rear auditorium, while not as old as the residences at 544 and 552 Capp Street, has taken on significance since its construction in 1926. The current project does not any alterations to the rear auditorium.

**Standard 5**

*Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.*

There are only minor alterations proposed to the primary façade of 552 Capp Street that include replacement of the main door and replacement of the double-hung windows on the bay. The other architectural decorative features will remain. The opening on the second floor of 544 Capp Street will be on a secondary elevation and will not require the removal of any distinctive finishes or features of the building.

**Standard 6**

*Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.*

Most of the historic decorative features on the two buildings will be retained and repaired, rather than replaced. The existing 6 wood-frame double-hung windows (which do not have ogee lugs), on the bay of 552 Capp Street are proposed to be repaired or replaced in-kind with wood-frame double-hung insulated glass windows (every effort will be made to repair the windows, but they may require replacement upon further assessment of their condition). The new windows will match the design, materials, and overall aesthetic of the existing windows, including the arched upper rail of the top sash. There are no proposed repairs or replacements of historic features proposed for 544 Capp Street as part of this project.

**Standard 9**

*New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.*

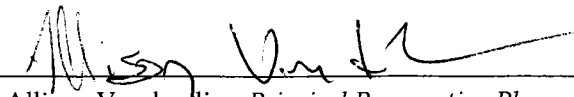
The proposed project does include a vertical and horizontal addition to the building at 552 Capp Street that will require demolition of the rear portion of the building and expansion to the south. However, this expansion is set back substantially from the main building wall, will be clad in simple wood clapboard siding, and will have a simple fenestration pattern of a wood double hung window over a simple entrance with a wood transom window. The proposed project includes a vertical addition that will be set back sufficiently from the front façade that it will be minimally visible and subordinate to the existing building. A bridge connecting 552 and 544 Capp Street is proposed to be installed. The location of the bridge on the second floor is towards the rear of the site and the materials and finishes of the bridge have been designed to be a contemporary but compatible with the two properties. Therefore, the proposed project is in conformance with Standard 9.

**Standard 10**

*New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

If the addition to 552 Capp Street were to be removed in the future, the front portion of the building that faces the street would be unimpaired. Other alterations such as the bridge and landscape alterations are also reversible such that 544 and 552 Capp Street would retain their essential form and integrity if they were to be removed in the future. Therefore, the proposed project is in conformance with Standard 10.

**PART II: PRINCIPAL PRESERVATION PLANNER REVIEW**

Signature:   
Allison Vanderslice, *Principal Preservation Planner*

Date: 10/3/2019

cc: Virnaliza Byrd, Environmental Division/ Historic Resource Impact Review File  
Megan Calpin, Environmental Planner  
Xinyu Liang, Current Planner

# Exhibit D:

## Land Use Data



# SAN FRANCISCO PLANNING DEPARTMENT

## Land Use Information

PROJECT ADDRESS: 552-554 CAPP STREET  
RECORD NO.: 2018-012642CUA

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

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**415.558.6378**

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	EXISTING	PROPOSED	NET NEW
<b>GROSS SQUARE FOOTAGE (GSF)</b>			
Parking GSF	0	0	0
Residential GSF	3,079	1,252	4,331
Retail/Commercial GSF	0	0	0
Office GSF	0	0	0
Industrial/PDR GSF <i>Production, Distribution, &amp; Repair</i>	0	0	0
Medical GSF	0	0	0
Visitor GSF	0	0	0
CIE GSF	0	0	0
Usable Open Space	1,830	-580	1,250
Public Open Space	0	0	0
Other (Community Facility)	0	4,331	4,331
<b>TOTAL GSF</b>	<b>3,079</b>		<b>4,331</b>
	EXISTING	NET NEW	TOTALS
<b>PROJECT FEATURES (Units or Amounts)</b>			
Dwelling Units - Affordable	0	0	0
Dwelling Units - Market Rate	2	-2	0
Dwelling Units - Total	2	-2	0
Hotel Rooms	0	0	0
Number of Buildings	2	0	2
Number of Stories	2	0	2
Parking Spaces	0	0	0
Loading Spaces	0	0	0
Bicycle Spaces	0	4	4
Car Share Spaces	0	0	0
Other ( )			

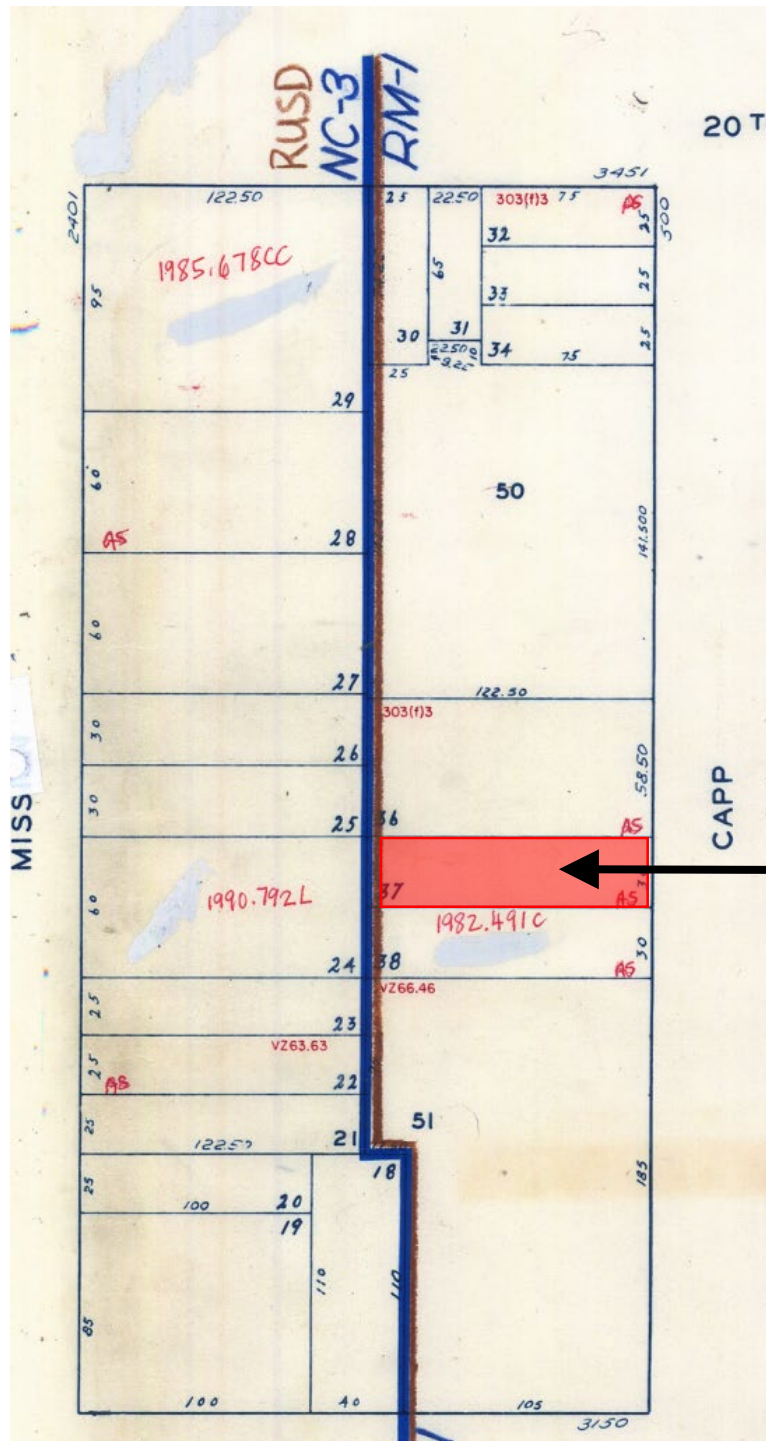
	EXISTING	PROPOSED	NET NEW
<b>LAND USE - RESIDENTIAL</b>			
Studio Units	0	0	0
One Bedroom Units	0	0	0
Two Bedroom Units	0	0	0
Three Bedroom (or +) Units	1	-1	0
Group Housing - Rooms	0	0	0
Group Housing - Beds	0	0	0
SRO Units	0	0	0
Micro Units	0	0	0
Accessory Dwelling Units	1	-1	0

# **Exhibit E:**

## **Maps and Context Photos**



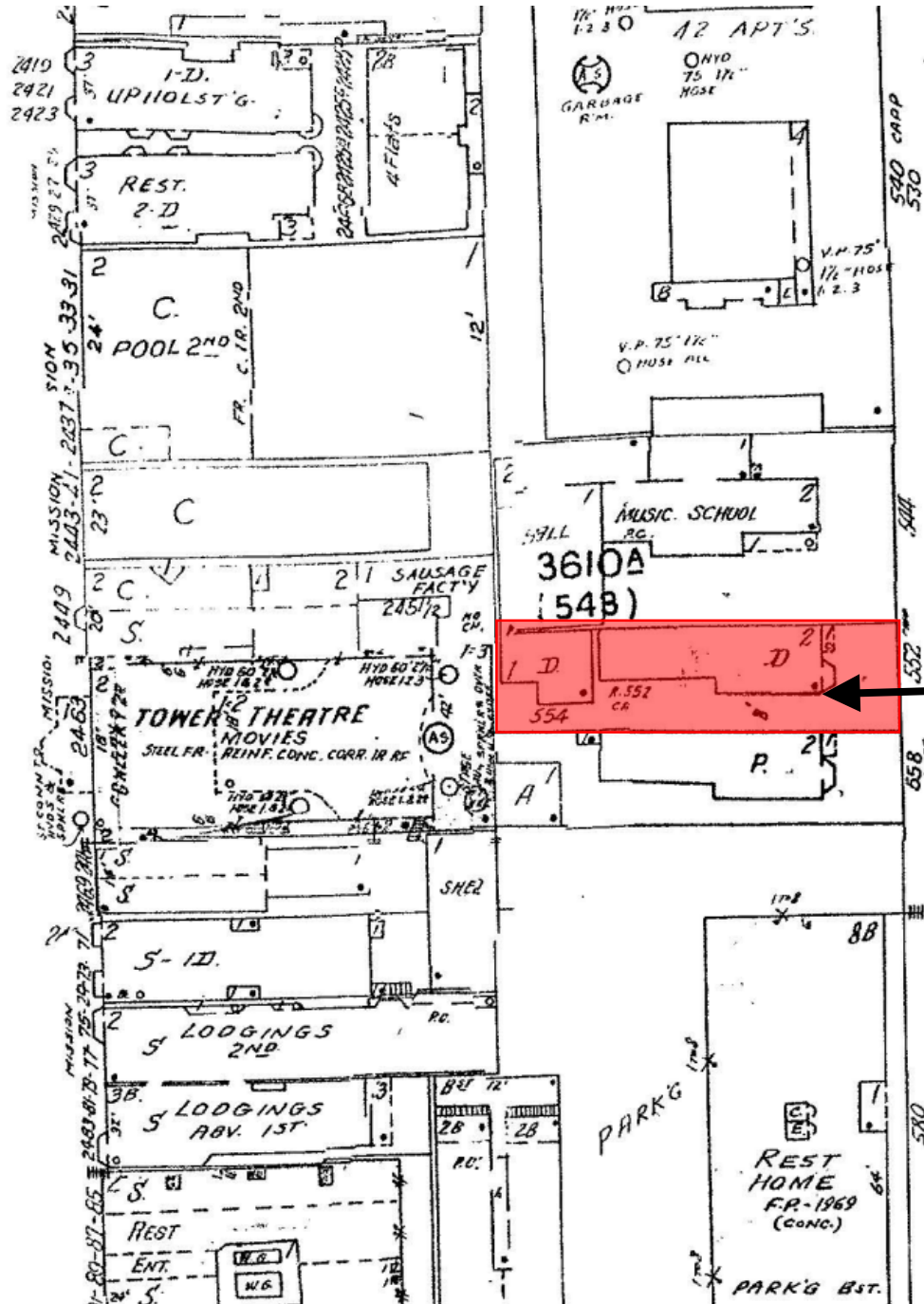
# Parcel Map



**SUBJECT PROPERTY**



# Sanborn Map\*



SUBJECT PROPERTY

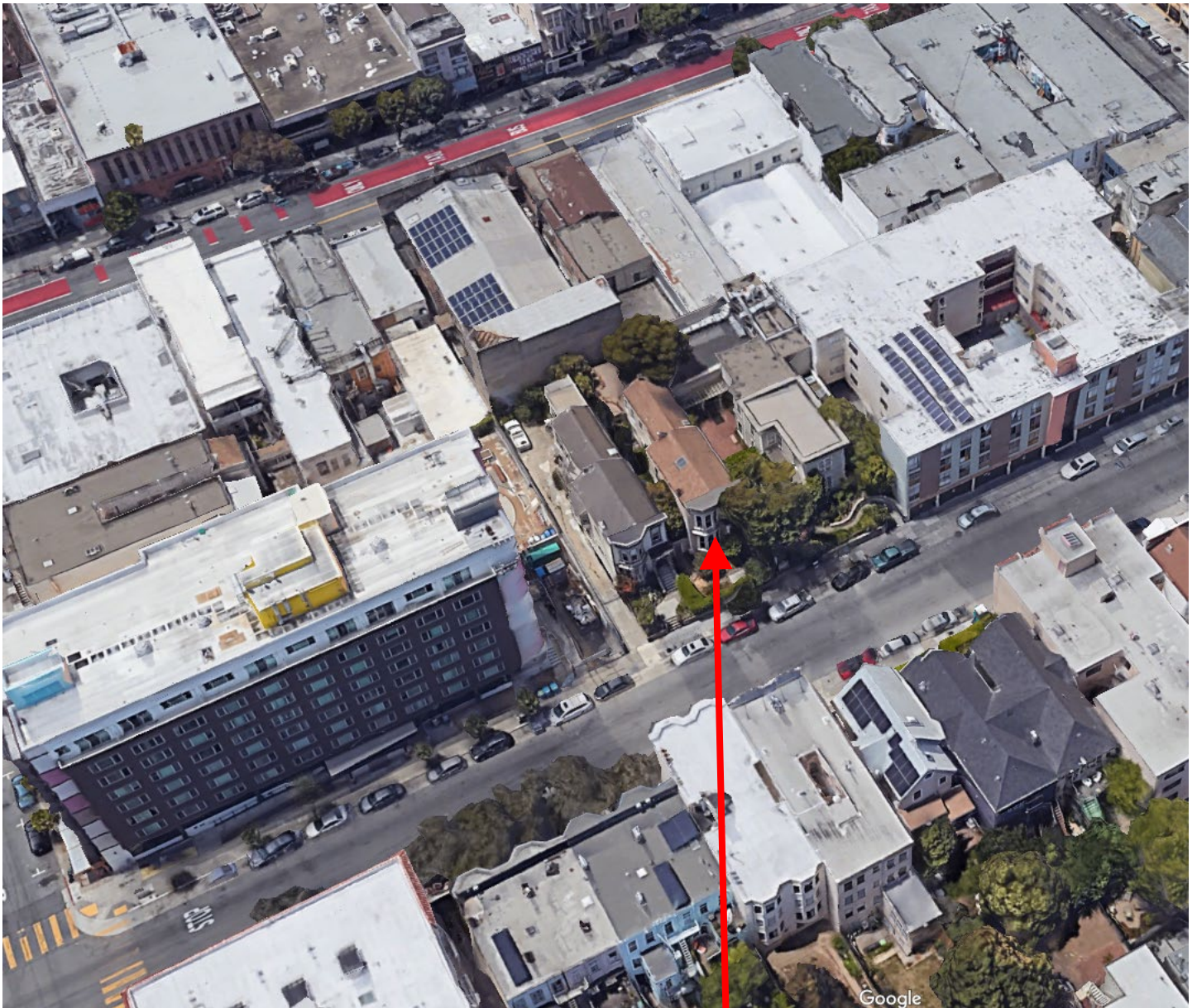
\*The Sanborn Maps in San Francisco have not been updated since 1998, and this map may not accurately reflect existing conditions.



Case Number 2018-012642CUA  
Community Music Center  
552-554 Capp Street  
Block 3610 Lot 037



# Aerial Photo – View 1



**SUBJECT PROPERTY**



**Case Number 2018-012642CUA**  
Community Music Center  
552-554 Capp Street  
Block 3610 Lot 037



# Aerial Photo – View 2

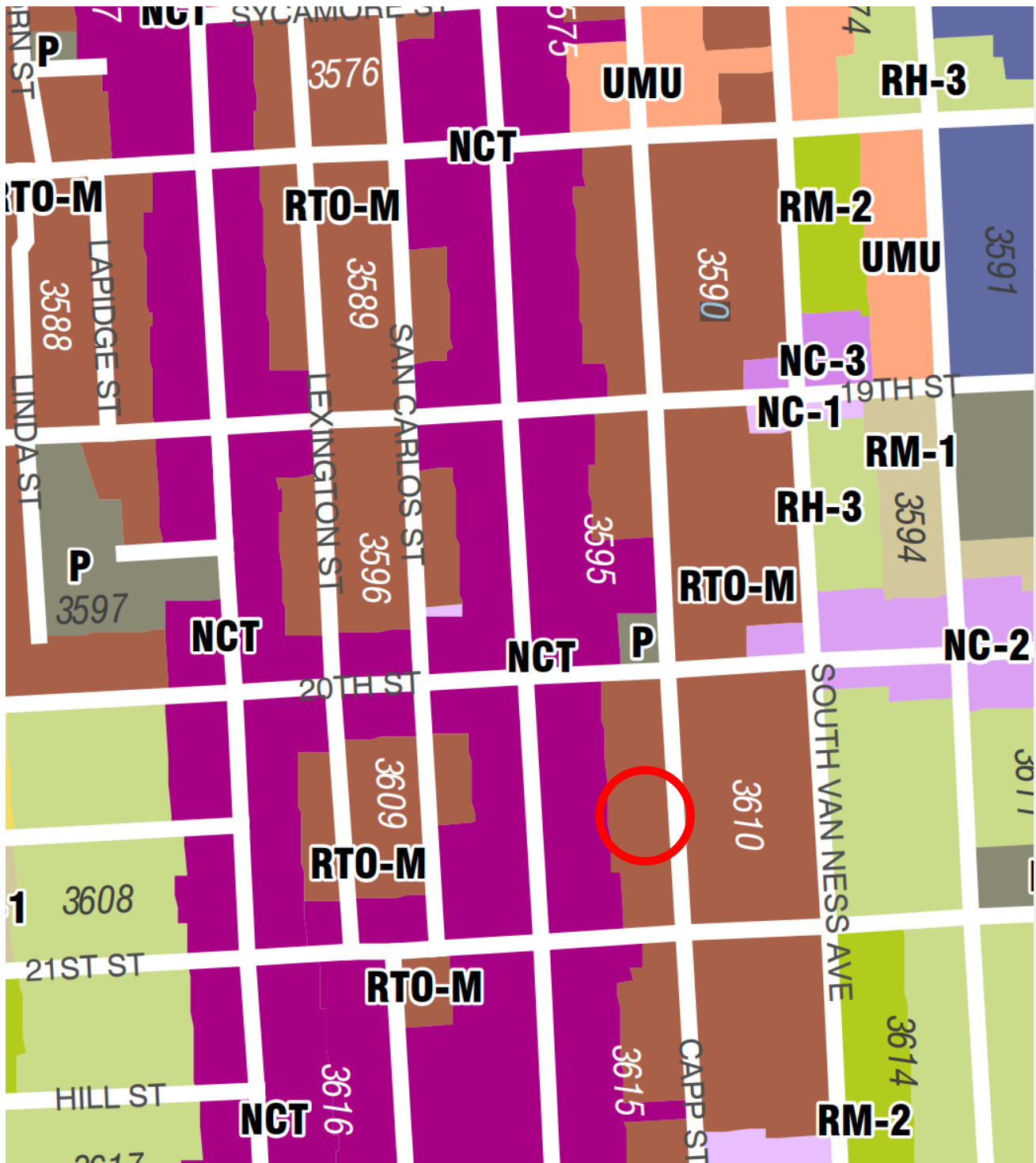


**SUBJECT PROPERTY**



**Case Number 2018-012642CUA**  
Community Music Center  
552-554 Capp Street  
Block 3610 Lot 037

# Zoning Map



Case Number 2018-012642CUA  
 Community Music Center  
 552-554 Capp Street  
 Block 3610 Lot 037



# Site Photo



**Case Number 2018-012642CUA**  
Community Music Center  
552-554 Capp Street  
Block 3610 Lot 037

# **Exhibit F:**

## **Project Sponsor Brief**







**Community Music Center  
Planning Commission Hearing  
November 14, 2019**

**Project Address: 552-554 Capp Street, San Francisco**

**Documents Included:**

- I) **Project Summary** – Community Music Center history and programming. Description of proposed project and Community Benefits.
- II) **Community Support Letters**– Mission Neighborhood Center, San Francisco Unified School District, Bethany Center Senior Housing, Mission Dolores Neighborhood Association. There are an additional +/- 330 letters of support from community members that have been submitted and will be posted as part of public comment.
- III) **Memorandum of Understanding between Community Music Center and United to Save the Mission** – Agreement with community organizations to provide specific benefits as part of Community Music Center's project.
- IV) **SFCIF Community Benefits Agreement** – Summary of benefits to be provided by Community Music Center. This is an excerpt from the Community Benefits Agreement with San Francisco Community Investment Fund (SFCIF) as part of New Markets Tax Credit financing for the project.

# COMMUNITY MUSIC CENTER

## 552-554 Capp Street

### Community Facilities Project

Community Music Center (CMC) has proposed a project to expand its program through the use of the buildings purchased in 2012 on the lot adjacent to its existing campus. The buildings include a large vacant Victorian single-family residence and rear Accessory Dwelling Unit and CMC has proposed to convert these buildings to Community Facilities through a Conditional Use Application.

#### **Who We Are**

For the past 98 years, Community Music Center (CMC) has been in the Mission District, providing community-based music education and performances. Founded in 1921 as a music school for the children of recent immigrants, the nonprofit organization has evolved over time to embrace all musical genres and people of all ages, backgrounds, and abilities. CMC provides programming to individuals and families of all income levels and we collaborate with other organizations, including a 15-year partnership with Mission Neighborhood Centers, to remove barriers for low-income Latinx community members in accessing musical activities. We serve the whole City of San Francisco, but our core identity and programming focus is in the Mission District. We choose to celebrate our Centennial in the Mission, growing and deepening our role in the local community.

#### **What We Provide**

- Music instruction in 30 different instruments and voice.
- An exceptional faculty of 130 teaching musicians, with 26 bilingual speaking English/Spanish and eleven bilingual speaking both English and Mandarin/Cantonese, Tagalog, Russian.
- Free and low-cost ensemble classes.
- Spanish/English bilingual programs through the local schools and in collaboration with our nonprofit neighborhood partners.
- In 2019, \$2.4 million in annual free and subsidized tuition to approximately 60% of our 3,100 students.
- Free and low-cost community concerts and events that are high-quality and culturally diverse.

#### **Who We Serve**

CMC students range in age from a few months to 99 years. CMC serves them at its Mission District headquarters, the Richmond District Branch, San Francisco public schools, and 14 senior facilities all around the City. In fiscal 2019, 2,041 students studied at our Mission District headquarters, enjoying everything from jazz to Western classical to Chinese to Latin music. Nearly 18,000 audience members from the Mission and around the Bay Area came to hear student recitals, professional concerts, and public events from salsa to tango to square dances to freely improvised contemporary music.

#### **How We Serve the Mission District**

40% of our Mission District students are neighborhood residents. In addition to securing grants for subsidizing programs, Community Music Center raises \$400,000 from individual donors each year to support service to low-income residents in the Mission. Some examples of our recent programming and community engagement in the neighborhood are:

COMMUNITY MUSIC CENTER  
552-554 Capp Street  
Community Facilities Project

- *Coro Solera Multi-cultural Older Adult Choir*
  - Over 50 older adults participate in the choir, taught by CMC's Spanish/English bilingual faculty. It is funded through CMC foundation grants with a stipend from our host, the Mission Neighborhood Center. It is one of 14 choirs in the Older Adult Choir Program, and the one used as a model in a major UCSF/National Institutes of Health study which conclusively found that choral singing reduces loneliness and social isolation in older adults. Coro Solera was featured in a segment on CNN's Living Well program in March 2019.
- *Mission District Young Musicians Program*
  - In partnership with the San Francisco Unified School District for nearly two decades, CMC offers this bilingual program to 25 primarily Latinx youth ages 11 – 18, completely free of charge. It is designed to engage and empower students through the music of Latin American countries, and uses curriculum, learning goals, and outcomes aligned with California Visual and Performing Arts standards. It is supported by CMC foundation and government grants and hosted at the Mission Cultural Center for Latino Arts (MCCLA).
- *Programs in Local Title I Schools (in Title I Schools at least 40% of the students qualify as Low-Income)*
  - CMC provides 12 school-day and after-school music programs -- including mariachi ensembles, a Latinx Marching Band, and Afro-Cuban drumming -- to Title I schools, including:
    1. Children's Day School
    2. Buena Vista Horace Mann K-8 Community School
    3. Dolores Huerta Elementary School
    4. Cesar Chavez Elementary School
    5. Cleveland Elementary School
    6. Lakeshore Elementary School
    7. Everett Middle School
    8. Mission High School
    9. Ruth Asawa School of the Arts (a key partner for CMC's free Teen Jazz Ensemble, led by Marcus Shelby)
- *Other Local Collaboration and Programs:*
  - *BRAVA*- Host and co-producer of CMC's long-running commissioned work, La Posarela, a heart-warming teatronovela telling the story of two immigrants striving to overcome racism, gentrification and fear.
  - *Mission Cultural Center for Latino Arts (MCCLA)* - Home of CMC's weekly Mission District Young Musicians program

COMMUNITY MUSIC CENTER  
552-554 Capp Street  
Community Facilities Project

**Benefits of CMC's Campus Expansion**

- Doubles Free/Affordable Programs in the Mission District: CMC's new campus will nearly double the amount of free and affordable programs available to residents, neighborhood groups, and organizations in the neighborhood, allowing CMC to serve more than 2,500 students at the Mission Campus alone. CMC will also expand its scholarship program, to continue to provide free and subsidized tuition to approximately 60% of its enrolled students.
- ADA Accessibility: After this project is complete, the facility at 552 Capp Street will be ADA-compliant, providing space for residents of all physical abilities. In addition to classrooms and practice rooms, the project includes an ADA-compliant recital space, and access to the existing courtyard and auditorium. This will allow CMC to expand its accessible and inclusive performances, reflecting the diversity of the community itself.
- Community Meeting Space: CMC will significantly expand affordable meeting space for neighborhood groups and organizations. The new recital space will accommodate up to 40 people and other spaces will be made available for smaller groups. These new facilities and improvement for access to the existing auditorium provide a significant increase in the space that is available to the community.
- Free Group Classes: The configuration and accessibility of our bigger campus will allow CMC to offer more group classes, increasing the overall number of students that can be served and providing significantly more free and low-cost classes for local residents. More than ever, CMC will be a place to build community through music.
- Toddler and Pre-School Programming: CMC has been working with Mission Neighborhood Centers for over 15 years and is working with Mission Neighborhood Centers and MEDA's Promise Neighborhoods staff to build on current early-childhood pilot programming, creating robust partnerships with local community and neighborhood centers that operate preschools for low-income families. By developing year-round early-childhood music education programs with local preschools, CMC will have a profound positive effect for young children and their families in our local community. Our new facility will also provide accessible, safe space for young students and their families to take free or low-cost ongoing music classes on-site.
- Expanded Full-Time Positions for Artists: The expansion of CMC's programming will allow for more full-time positions for teaching musicians. This will provide more financial security for these artists and support their ability to remain in San Francisco and the Bay Area.
- Alleviates Overcrowding: The project will alleviate overcrowding in our existing facility and transform an adjacent dilapidated building into a vibrant community center for music and community-building. CMC will continue in its role as a Mission District cultural institution, where non-profit organizations are threatened by development and escalating real estate prices.

# COMMUNITY MUSIC CENTER

## 552-554 Capp Street

### Community Facilities Project

#### **Description of the Proposed Project**

The proposed project at 552-554 Capp Street includes: horizontal and vertical addition to a currently vacant single-family residence, and renovation of a rear cottage. Both buildings will be converted into community facilities as defined in Planning Code Section 102. The proposal includes the conversion of two dwelling units and modifications to a historic building. Other changes include a new ADA-compliant entry to the building, maintaining the existing concrete/stone retaining wall, and adding an elevator to the larger building. The project proposes installing 6 Class 1 bicycle spaces on the property.

The two buildings have been vacant since May 2012 when the previous owner removed the property from the rental market through an Ellis Act eviction and offered them for sale as a single-family residence or development site. If returned to the residential rental market the units would be subject to Rent Control.

The property is located between two existing Victorian buildings that house commercial operations, with no residential uses. The building at 544 Capp Street is CMC's existing facility, and the building at 560 Capp Street is home to the Tenant's Union offices and the Lawyer's Guild.

#### **Conversion of Dwelling Units into Community Facilities**

CMC understands the critical importance of housing in San Francisco, and supports efforts to increase the number of housing units available to low and moderate income residents. The buildings being proposed for conversion to Community Facilities on this site have features that CMC believes will provide more benefits to the community as programming and meeting space than if they remain on the speculative residential market.

The vacant property has been appraised at a value of +/- \$2 million. If the property is not used to expand community serving uses, a likely scenario would be its purchase as a single family home or a development site for a limited number of new, market rate residential units (preserving the historic features of the front building would curtail the number of units that might be constructed). Neither of these uses would support the goals of preventing gentrification in the Mission District.

CMC explored the possibility of incorporating replacement dwelling units on the site but found it to be infeasible, because:

- CMC has limited financial capacity. The current design for the buildings has already been scaled back to a modest level, and the very tight budget for this scope is already proving to be at the upper limit of CMC's fundraising ability.
- Reconfiguring the project to incorporate residential use, in addition to adding to costs, eliminates community program space in a project which has already been significantly scaled back due to high construction costs in San Francisco.
- The inclusion of residential units in the proposed project poses significant design and security challenges to separate the living units from the activity and noise associated with the lively and vibrant operations of CMC.
- CMC's ability to grow its program at its current location will meet important goals identified by the community in the Mission Action Plan 2020:

**COMMUNITY MUSIC CENTER**  
**552-554 Capp Street**  
**Community Facilities Project**

*“At the heart of the Mission Action Plan 2020 (MAP2020) is the vision of a thriving Mission District that is a healthy and safe community for families and children, local neighborhood-serving businesses, community nonprofits, and cultural organizations.”*

**Collaborating to Meet the Needs of Our Community**

- CMC has been regularly meeting with organizations serving various stakeholder groups of the Mission community, including youth, immigrants, seniors, small businesses, and others. While CMC has a long history of collaboration with many active nonprofit organizations and with SFUSD, we are increasing and expanding our engagement with targeted groups. We have worked closely with United to Save the Mission, an umbrella group representing a number of organizations and businesses in the Mission, and have collaborated in identifying specific ways maximize benefits to the community as part of the Project.
- While it is not feasible for CMC to incorporate housing into its proposed project, we believe that the building should continue to serve the needs of the community. CMC is committed to following the procedures associated with the Community Opportunity to Purchase Act in the event the property is sold in the future, by providing first notification of sale and first right of refusal to Qualified Nonprofit organizations. Restrictions will be place on the property to accomplish this through a recorded deed restriction. This guarantees that the building will be made available to qualified nonprofit affordable housing organizations if it is ever sold in the future.
- With the expansion of its programming and the number of students, CMC will continue with its Mission District outreach to maintain its record of having at least 40% of its students at the Mission campus be residents of the Mission.
- CMC will expand its programming to include at least one evening class or one weekend class that will target neighborhood parents and will provide on-site supervision and activities for children of the adult students registered in the class.
- CMC’s new Strategic Plan includes goals and activities geared toward creating more diverse representation on its governing bodies. In addition to other efforts, CMC will expand the diversity of its Board of Directors through the appointment of three new members who are individuals from the Latinx community in San Francisco and residents of the Mission neighborhood or affiliated with community organizations located in the Mission neighborhood.
- CMC has been involved in a well-targeted effort to expand opportunities for collaboration with organizations that are specifically serving the Latinx community, and to create a more supportive environment at CMC for this community.

COMMUNITY MUSIC CENTER  
552-554 Capp Street  
Community Facilities Project

- As part of the Project, CMC will incorporate a community bulletin board that will feature activities of importance to neighborhood residents and organizations, featured in a visible and easily accessible location.

In addition to the benefits described above, CMC has entered into a Community Benefits Agreement (CBA) with the San Francisco Community Investment Fund (SFCIF) as part of its financing using New Markets Tax Credits. The CBA provides for targeted employment programs to be included in the construction of the project and in ongoing facilities contracts, as well as specific goals related to certain of the benefits described above. SFCIF has allocated NMTCs to the CMC project contingent upon receipt of entitlements by December 1, 2019.



**Mission Neighborhood Centers, Inc.**

**Administrative Offices**

362 Capp Street, San Francisco, California 94110

Phone (415) 206-7747 Fax (415) 647-6911



February 11, 2019

Dear Planning Commissioners:

Mission Neighborhood Centers, Inc. (MNC) urges you to approve Community Music Center's (CMC's) Conditional Use Application for 552-554 Capp Street. The proposed project will allow CMC to significantly expand its community programming, and to incorporate even more free and low-cost services for local low-income families, children and seniors.

We have been very successful in our collaboration with Community Music Center, particularly with our older adult choir, Coro Solera, established in 2011. This program has had a very positive impact not only on our organization, but also on our surrounding community. Over 50 older adults currently participate in our choir, taught bilingually by CMC faculty. The choir has had transformative benefits, building memory retention and a sense of confidence, belonging and pride amongst our elders. On the other end of the age spectrum, we have had the opportunity to work with CMC in developing age-appropriate music programming for the four-year-old children we serve.

One of the most important goals identified in the Mission Action Plan 2020 is to retain and expand arts and nonprofit space in the Mission neighborhood. The expansion of CMC in its current location is clearly an action toward that end and will be critical to their ability to grow their student and teacher base, bringing more benefits to the community and other nonprofit organizations including Mission Neighborhood Centers.

We look forward to collaborating with CMC even more in the future, in their new expanded campus. Please feel free to contact me, or our COO, Maria Bermudez, at [maria.bermudez@mncsf.org](mailto:maria.bermudez@mncsf.org) if you have any questions.

Regards,

A handwritten signature in blue ink, appearing to read "Santiago Ruiz".

Santiago ("Sam") Ruiz  
Chief Executive Officer  
Mission Neighborhood Centers





## Visual and Performing Arts Department Curriculum & Instruction

☎ 415. 379-7023 📠 415 750-8632

750 25th Avenue, 2nd Floor West  
San Francisco, CA 94121

August, 1, 2019

Dear Planning Commissioners:

As a longtime partner with the Community Music Center (CMC), I am writing to express my personal support for CMC's campus expansion project. I hope the Commission will approve CMC's Conditional Use Application for the renovation of 552-554 Capp Street, the Victorian home next door to their current headquarters.

In my capacity as a VAPA Supervisor in the San Francisco Unified School District, I have collaborated with CMC for many years. Since 1987, SFUSD has been CMC's primary organizational partner in providing the award-winning Young Musicians Program free of charge to nearly 100 students aged 11-18 each year. I deeply appreciate the role CMC has played in expanding access to high-quality music education and performances to motivated students in our schools—especially to low-income students who might have limited opportunities in this area. Additionally, for the past four years, CMC has been a primary partner in the SFUSD mariachi program, providing teaching artists to support SFUSD teachers to teach mariachi in elementary, middle and high schools.

The Young Musicians Program is enjoyed and valued by all of its students and families, yet it is only one of the myriad free and low-cost music education programs offered by CMC. They broaden the artistic horizons and nurture the creativity of over 2,700 students throughout San Francisco, while remaining deeply rooted in the Mission District. CMC celebrates and teaches all genres of music, and designs culturally-responsive programs like the Mission District Young Musicians Program, the Older Adult Choir Program, and the New Voices Bay Area Chorus for transgender, intersex, and gender-queer singers.

I couldn't recommend more highly an organization committed to offering excellent and culturally-relevant music education to all San Franciscans, regardless of financial means. For CMC to have an expanded campus, will mean more San Franciscans will benefit, and a beloved arts non-profit can avoid displacement from its Mission District home. I am happy to endorse the approval of CMC's Conditional Use Application.

Sincerely,

**John Calloway Ed. D**

Supervisor - Visual & Performing Arts Department/SFUSD  
Curriculum & Instruction Division  
750-25th Avenue, Second Floor  
San Francisco, CA 94121  
Email: [callowayj@sfusd.edu](mailto:callowayj@sfusd.edu)  
Phone: 415- 379-7023



**Bethany Center**  
A COVIA AFFORDABLE COMMUNITY

May 14, 2019

Dear Planning Commissioners:

Bethany Center Senior Housing, a Covia Affordable Community, is pleased to be a long-time (forty plus years) partner of our neighbor, the Community Music Center (CMC), in offering free music programs to the older adults at our community that help create community and socialization and decrease the isolation and depression that often comes with aging.

I am writing to express my enthusiastic support for CMC's campus expansion project, and I urge the Commission to approve CMC's Conditional Use Application for the renovation and conversion of 552-554 Capp Street, the Victorian home next door to their current headquarters, for use as community program space.

Bethany Center Senior Housing began collaborating with CMC in 1969, and since then hundreds of older adults have benefitted from the excellent and inclusive music education CMC offers. This very special organization is a pillar of the Mission District, serving the neighborhood and the entire City from their headquarters at 544 Capp Street for nearly 100 years. Currently, CMC serves over 2,700 students of all ages, 441 of whom reside in the 94110 zip code where Bethany Center Senior Housing is located.

At Bethany we deeply value our partnership with CMC, and look forward to the grand opening of their expanded campus in 2021 -- their centennial year. When CMC's campus expansion project is complete, more San Franciscans will benefit, and a beloved arts non-profit can avoid displacement from its Mission District home. I am delighted to endorse the approval of CMC's Conditional Use Application.

Sincerely,

Jerry W. Brown

Senior Director of Covia Affordable Communities

**Bethany Center Senior Housing, Inc.**  
580 Capp Street  
San Francisco, CA 94110-2570  
tel 415 821 4515  
fax 415 821 2339  
tdd 415 821 4298  
[www.bethanycenter.org](http://www.bethanycenter.org)



## Mission Dolores Neighborhood Association

DEDICATED TO PRESERVING AND ENHANCING OUR HISTORIC NEIGHBORHOOD

72 Landers St. • S.F., CA 94114 • 415-310-6057 • [missiondna@earthlink.net](mailto:missiondna@earthlink.net) • [www.missiondna.org](http://www.missiondna.org)

The Planning Commission  
San Francisco Planning Department  
1650 Mission Street, Suite 400  
San Francisco, CA 94103-2479

May 9, 2019

Dear Planning Commissioners:

Mission Dolores Neighborhood Association (MDNA) urges you to approve Community Music Center's (CMC's) Conditional Use Application for 552-554 Capp Street. The proposed project will allow CMC to significantly expand its community programming, and to incorporate even more free and low-cost services for local low-income families, children and seniors.

CMC is a pillar of the Mission District, of which the Mission Dolores Neighborhood is a part. The very positive impact of CMC programs reverberates through our community and throughout the City. 112 current CMC students reside within our zip code, 94114, ranging in age from 4 to 93, and many more reside with 94110, also within our neighborhood boundaries.

Our community members enjoy the enduring benefits of music through private lessons and ensemble classes, and receive an inclusive and excellent music education completely free of charge in the Young Musicians Program and Older Adult Choirs.

MDNA's mission, which includes supporting the arts, is well aligned with that of CMC. Our values of historic preservation and careful land use also mesh well with Community Music Center's bold and thoughtful transformation, as they expand into a larger campus to serve the City for another hundred years. I am delighted to write this letter in support of their project.

We look forward to hearing the news of the Planning Commission' approval, CMC's groundbreaking, and their grand opening in 2021. Please feel free to contact me if you have any questions.

Thank you and best wishes,

Peter Lewis, President  
Board of Directors

Cc: Julie Rulyak Steinberg <[jsteinberg@sfcmc.org](mailto:jsteinberg@sfcmc.org)>

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) constitutes an agreement between the San Francisco Community Music Center (CMC) and United to Save the Mission (USM) and pertains to CMC's plans to convert the property at 552-554 Capp Street from residential use to a community facility (hereafter "Proposed Project"). The Proposed Project will involve construction activities that are expected to take one year to complete. When completed, CMC expects to be able to double its on-site programming.

Members of USM have expressed concerns about the removal of units from the rental housing market.

CMC and USM have discussed their respective concerns and have come to agreement as follows:

1. CMC agrees to have a deed restriction recorded against the property at 552-554 Capp Street that will insure that, in the event said property is sold, the City and County of San Francisco and/or a community-based community development corporation will have an option to purchase the property. The property shall be made available for purchase through San Francisco's Community Opportunity to Purchase (COPA) as if it were a 3- or more unit building subject to COPA, Small Sites Acquisition, or through some other similar program or similar mechanism.
  - a. This provision for a deed restriction may be satisfied should the Planning Commission impose such a condition of approval and that condition is recorded as a Notice of Special Restrictions that reflects these terms.
  - b. Should the Planning Commission not impose such a condition that is reflected in a recorded Notice of Special Restrictions, CMC will record a deed restriction, in a form to be agreed upon by the parties, no later than the issuance of the first construction permit for the Proposed Project.
2. CMC will make available to local community nonprofits meeting space at the 544-554 Capp Street premises as follows:
  - a. One large space capable of accommodating a minimum of 40 people for a four-hour period once per month on a Saturday afternoon or evening, or a weekday evening, to be agreed upon by the parties.
  - b. One mid-sized space capable of accommodating 10 people for a regularly scheduled two-hour period one day per week to be agreed upon by the parties.
  - c. CMC will provide additional space upon reasonable request by USM provided that such space is available during CMC's normal working hours.
  - d. CMC shall appoint a contact person for booking the meeting spaces.
3. CMC has a scholarship program that provides approximately \$2.4 million in free and subsidized tuition to approximately 60% of its 3,100 students. Upon completion of the Proposed Project, CMC expects to be able to expand its programming. CMC will also expand its scholarship program, to continue to provide free and subsidized tuition to approximately 60% of its enrolled students within two years after construction is complete.



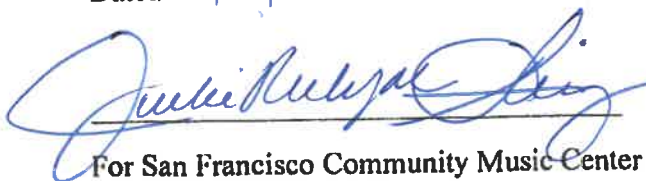
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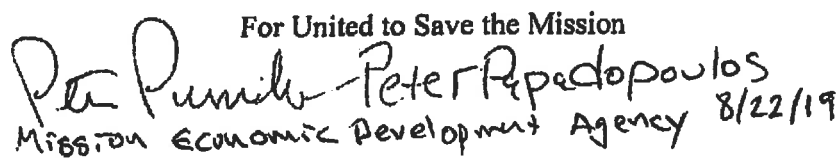


4. CMC will expand the diversity of its Board of Directors through the appointment of three members who are members of the Latinx community in San Francisco and residents of the Mission neighborhood or affiliated with community organizations located in the Mission neighborhood. The first of these members will be appointed within 12 months and the balance within 24 months of the execution of this agreement and will meet the existing requirements of Board members with respect to participation in CMC meetings, activities and fundraising. USM will work closely with CMC to help identify potential candidates for these positions.
5. CMC will provide and market at least one evening class or one weekend class that will target neighborhood parents and will provide on-site supervision and activities for children of the adult students registered in the class. These services will be offered while the class is in session for children between the ages of 18 months and six years. CMC will offer supervision for older children during these classes upon advance request and these services will be offered in the course catalog and other marketing materials.
6. CMC will continue with its Mission District outreach to maintain its record of having at least 40% of its students at the Mission campus be residents of the Mission.
7. CMC will provide and maintain a community bulletin board in a prominent and visible location at the premises as part of its Proposed Project. The bulletin board will advise students and residents of events of interest in the community.
8. In consideration of the above, USM will not oppose the Proposed Project in any administrative proceeding, appeal any project approval to the Board of Supervisors or Board of Appeals, file any judicial action challenging any Proposed Project approvals, or encourage or assist any other person or entity to do so. CMC shall communicate to the San Francisco Planning Department and Planning Commission that it has entered into this MOU with USM for its non-opposition to the Proposed Project.
9. This agreement is binding on the parties' agents, assigns, and successors in interest.
10. This agreement may be amended only by mutual written consent of the parties.
11. The parties agree to execute all additional documents necessary to effectuate the purposes of this agreement.

Dated: 8/28/2019

  
For San Francisco Community Music Center

Julie Rulyak Steinberg  
Executive Director

For United to Save the Mission  
  
Mission Economic Development Agency 8/22/19

Deepa Varma  
San Francisco Tenants  
Union 8/22/19

- Section A: Job and Wealth Creation and Retention and Quality Jobs:

Project sponsor shall provide job and wealth creation and retention programming accessible to low income household residents; and temporary construction employment opportunities, permanent employment opportunities; and internship and apprenticeship opportunities, with consideration to Locally Sourced hires.

**General Contractor shall**

- a) Create at least 7 Construction FTE jobs, with a goal of at least 50% of New Hires being Locally Sourced;
- b) The General Contractor will pay union scale to construction workers and will pay its employees full union benefits, including health insurance, pension, vacation, and training; and
- c) Comply with the First Source Hiring Ordinance for entry-level positions to the extent applicable and partner with CityBuild to hire local residents for apprentice/entry-level positions.

**CMC shall**

- a) Employ at least 50 permanent FTE jobs (retain 40 FTE positions and create 10 new FTE positions) with Living Wages and full or partial benefits;
  - i. Make good faith efforts to fill positions locally in concert with its Employment Plan;
- b) Approximately 80% of permanent FTEs (50% of retained FTEs and 88% of new FTEs) will be accessible to Targeted Job Seekers Provide;
- c) Provide 100% permanent FTE employees with Living Wages described in the CBA and dental and life insurance. Part-time employees will receive paid time off; and
- d) Provide for at least 20% Local Business Enterprise participation on NMTC Beneficiary construction contracts and security, maintenance, and janitorial operational contracts pursuant to the City and County of San Francisco's Local Business Enterprise Ordinance, Chapter 14B of the Administrative Code of the City and County of San Francisco. Coordinate with the San Francisco Contract Monitoring Division for assistance at (415) 581-2310.

- Section B: Community Goods or Services

Project sponsor will provide arts-focused education and programming for youth (0-5 years), young adults (12-18 years), to adults (18-65 years), and to Seniors (65+ years) and will offer community accessibility to the Project during non-arts programming time. Some examples of programs that may be offered within these areas are preschool, youth and adult arts programming throughout the year, weekly performances, rehearsal and community meeting space, and event rentals.

**CMC will make good faith efforts to:**

- Provide performing arts-focused education and music performance opportunities to approximately 5,625 students each year by December 2022;
- Provide tuition assistance to approximately 3,313 low-income students each year (59% of the students);
- Provide approximately 1,450 hours of music classes and educational programs on site each week;
- Provide 440 annual opportunities for community meeting spaces to be made available to neighborhood organizations;
- Provide 319 music classes by December 2022; and

- Provide 259 free or very low-cost concerts annually.
- Section C: Partnerships Development:
  - CMC will make good faith efforts to:**
    - Consult with local stakeholders, residents, civic organizations and institutions, businesses, funders, customers, partners, clients, businesses, government officials, in the local San Francisco area;
    - Incorporate planning efforts from City government and other community planning processes;
    - Partner with community-based organizations to enhance, develop and strengthen opportunities for area preschoolers, youth and adults targeting Low Income Communities including but not limited to, the following:
      - SFUSD
      - Department of Aging and Adult Services
      - Mission Cultural Center
      - Mission Promise Neighborhood
      - Mission Neighborhood Center
      - Calle 24
    - Market CMC programs and events to people in the partnerships; and
    - Three months prior to Project completion, develop a comprehensive outreach program in concert with Partners, where possible, that targets San Francisco low-income communities; Three (3) months prior to Project completion, provide Partnerships Plan to Lender to document effort to partner with SFUSD and community-based organizations targeting youth programming with consideration to youth and families of San Francisco's District 9 community (zip codes 94103, 94110, 94112, 94124, and 94134), residents of NMTC eligible census tracts in San Francisco and other City of San Francisco residents.

- Section D: Economic Development:
  - CMC will make good faith efforts to:**
    - Provide 440 community meeting space opportunities of which 220 will be offered to non-profit community partners at below market rates;
    - Create 10 employment opportunities;
    - Provide musician practice space (for non-students) at 50% below market rate; and
    - Provide access to approximately 20,000 individuals attending special events and concerts annually.

- Section C: Environmental Sustainability:
  - CMC shall:**
    - Use storm water controls and low flow fixtures;
    - Commit to energy use reduction;
    - Provide onsite recycling, composting and waste reduction opportunities;
    - Implement an integrated green infrastructure program that includes site clean-up, extensive greening and beautification of the neighborhood, an increase in the Project area's effectiveness in capturing and treating storm water runoff, and climate change-related mitigation at the neighborhood scale, such as alleviating the urban heat island effect; and
    - Reduce greenhouse gas emissions by avoiding new construction and diverting demolition waste from landfills due to the Project's reuse of an existing building.