

SAN FRANCISCO PLANNING DEPARTMENT

### Executive Summary Conditional Use

HEARING DATE: JULY 18, 2019

Record No.:	2019-003787CUA
Project Address:	3301 Fillmore Street
Zoning:	NC-3 (Neighborhood Commercial, Moderate Scale) District
	40-X Height and Bulk District
Block/Lot:	0491/007
Project Sponsor:	Kate McGee
	2031-1/2 Powell Street
	San Francisco, CA 94133
Staff Contact:	Katherine Wilborn – (415) 575-9114
	Katherine.Wilborn@sfgov.org
Recommendation:	Approval with Conditions

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

Reception: 415.558.6378

Fax: 415.558.6409

Planning Information: **415.558.6377** 

### **PROJECT DESCRIPTION**

The Project is a request for Conditional Use Authorization pursuant to Planning Code Sections 303, 303.1, 703.4, and 712 to establish a Formula Retail use (dba "Mathnasium", a children's mathematical instructional service) at the ground level of a three-story, residential-over-commercial building within a NC-3 (Neighborhood Commercial, Moderate Sale) Zoning District and a 40-X Height and Bulk District. The proposal is to establish a Formula Retail use within an existing 1,500 square foot vacant retail space (previously occupied by the toy store "A Child's Delight) at the intersection of Fillmore and Lombard Streets. The project proposes no expansion of the existing tenant space or building envelope.

### **REQUIRED COMMISSION ACTION**

In order for the Project to process, the Commission must grant a Conditional Use Authorization to establish the proposed Formula Retail use within a NC-3 (Neighborhood Commercial, Moderate Sale) Zoning District and a 40-X Height and Bulk District pursuant to Planning Code Sections 303, 303.1, 703.4, and 712.

### **ISSUES AND OTHER CONSIDERATIONS**

- **Public Comment & Outreach.** The Department has received no public comments on the Project as of the date of this Executive Summary. The Project Sponsor produced a Merchant Petition which was signed by 11 local merchants in the area, in support of the proposed project.
- **Signage.** The proposal includes two halo-lit, pin-mounted signs, one located on the Fillmore façade and one located on the Lombard façade.

### 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 Objectives and Policies of the General Plan. The Project will establish a Formula Reatil use (a mathematical instructional service, dba "Mathnasium") at vacant retail space within the ground story of a three-story, residential-over-commercial building at the corner of Fillmore Street and Lombard Street. The Department finds the project to be necessary, desirable, and compatible with the surrounding neighborhood, and not to be a detriment to persons or adjacent properties in the vicinty.

### **ATTACHMENTS:**

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



### SAN FRANCISCO PLANNING DEPARTMENT

### Planning Commission Motion No. ######

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ADOPTING FINDINGS RELATING TO THE APPROVAL OF CONDITIONAL USE AUTHORIZATION PURSUANT TO PLANNING CODE SECTIONS 303, 303.1, 703.4, and 712 TO ESTABLISH A FORMULA RETAIL USE AT 3301 FILLMORE, LOT 007 IN ASSESSOR'S BLOCK 0491, WITHIN A NC-3 (NEIGHBORHOOD COMMERCIAL, MODERATE SCALE) ZONING DISTRICT AND A 40-X HEIGHT AND BULK DISTRICT.

### PREAMBLE

On March 18, 2019, Kate McGee of KM Planning Strategy (hereinafter "Project Sponsor") filed Application No. 2019-003787CUA (hereinafter "Application") with the Planning Department (hereinafter "Department") for Conditional Use Authorization to establish a Formula Retail use (d.b.a. "Mathnasium") at 3301 Fillmore (hereinafter "Project"), Lot 007 within Assessor's Block 0491 (hereinafter "Project Site") in a NC-3 (Neighborhood Commercial, Moderate Scale) District.

The Planning Department Commission Secretary is the custodian of records; the File for Case No. 2019-003787CUA is located at 1650 Mission Street, Suite 400, San Francisco, California.

On July 18, 2019, the San Francisco Planning Commission (hereinafter "Commission") conducted a duly noticed public hearing at a regularly scheduled meeting on the Application.

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

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. 2019-003787CUA, subject to the conditions contained in "EXHIBIT A" of this motion, based on the following findings:

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### Motion No. ##### July 18, 2019

### 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 the establishment of a Formula Retail use (d.b.a. *Mathnasium*, a children's instructional service for pre-kindergarten to 12<sup>th</sup> grade math) in a vacant retail space at the corner of Fillmore and Lombard Streets within a NC-3 District. The establishment would apply to an existing 1,500 square foot space on the first floor, formerly occupied by A Child's Delight (a non-Formula Retail children's toy store), which vacated the premise in September 2018. *Mathnasium* currently operates over 1,000 stores worldwide, with 148 locations in California. There are currently no centers located in San Francisco. Of the existing 1,500 square foot retail space, approximately 1,330 will be devoted to the active use, and approximately 200 square feet devoted to storage and mechanical equipment. No expansion of the existing tenant space or the building envelope is proposed. Two wall signs are proposed.
- 3. **Site Description and Present use.** The Project Site is located on the northwest corner of Fillmore and Lombard Street, on Assessor's Block 0491, Lot 007; within the Scenic Streets Special Sign District and a NC-3 (Neighborhood Commercial, Moderate Scale) Zoning District; and 40-X Height and Bulk District in a residential-over-commercial, three-story structure. The subject parcel has a width of 30 feet on its Fillmore Street frontage, and a depth of 110 feet along Lombard Street. The building was constructed circa 1900 and is an Age Eligible / Unknown (Category B) historic building. Based on historic maps, the Project Site appears to have been developed into three structures that have been altered and merged over time, to contain one commercial storefront at the lower level and multiple residential units above. The Project does not propose any change or impact to the residential structures.
- 4. **Surrounding Properties and Neighborhood.** The Subject Property is within a NC-3 District in the Marina neighborhood, situated between a NC-2 (Neighborhood Commercial, Small Scale) District and the Union Street Neighborhood Commercial District. The intent of NC-3 districts is to offer a wide variety of comparison and specialty goods and services to a population greater than the immediate neighborhood, while additionally providing convenience to the surrounding neighborhood districts. NC-3 Districts encompass some of the longest linear commercial streets in the city and are comprised of moderately large, continuous retail and commercial uses. A diversified commercial environment is encouraged for NC-3 Districts and a wide variety of uses are permitted which provide special emphasis on neighborhood-serving businesses. In addition to *Mathnasium*, there are 7 Formula Retail uses within a 300' foot radius, but none that offer instructional services.
- 5. **Public Outreach and Comments.** To date, the Department has not received any public comments on the Project. The Project Sponsor conducted a Pre-Application Meeting on March 7, 2019, which was attended by 1 member of the public who was not affiliated with the project. Additionally, a local merchants petition was provided by the Project Sponsor, with 11 signatures of support.

- 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. **Formula Retail Use**. A *Formula Retail* use is defined under Planning Code Section 303.1 as a type of retail sales or service activity that has eleven or more other retail sales establishments in operation, or with local land use permit entitlements already approved anywhere in the world. In addition to the eleven establishments either in operation or with local land use or permit entitlements approved for operation, the business maintains two or more of the following features: a standardized array of merchandise, a standardized façade, a standardized décor and color scheme, uniform apparel, standardized signage, and a trademark or service-mark.

Within the NC-3 Zoning District, Formula Retail uses require Conditional Use Authorization under Planning Code Section 712. Planning Code Section 303.1 provides additional criteria for the Planning Commission to consider when considering any Conditional Use pursuant to Section 303.1 (Formula Retail Uses).

The Project would allow for an Instructional Service, Formula Retail Use (d.b.a. "Mathasium", a tutoring service for Pre-Kindergarten to 12-Grade math) at the vacant, approximately 1,500 square-foot, ground floor commercial space on the project site. A Formula Retail Use may be conditionally permitted per Planning Code Section 303, 303.1, and 712.

b. **Retail Sales and Services Use within a NC-3 Zoning District.** Section 712 of the Planning Code permits "Retails Sales and Services Uses," which encompasses "Service, Instructional" uses, as defined under Planning Code Section 102 and 202.2, on the first, second, and third stories.

The Project would allow for a new Instructional Service Retail Sales and Services use, which Formula Retail is conditionally encompassed within, at the ground floor of a three-story, residential-over-commercial building.

c. **Hours of Operation.** Planning Code Section 712 states that there are no limits to the hours of operation of Commercial Use facilities.

*The hours of operation for Mathnasium are 3:00pm to 7:00pm Monday through Thursday, and 1:00pm to 5:00pm on Sundays.* 

d. **Street Frontage in Neighborhood Commercial Districts.** Planning Code Section 145.1 requires that within NC Districts space for active uses shall be provided within the first 25 feet of building depth on the ground floor and 15 feet on floors above from any facade facing a street at least 30 feet in width. In addition, the floors of street-fronting interior spaces housing non-residential active uses and lobbies shall be as close as possible to the level of the adjacent sidewalk at the principal entrance to these spaces. Frontages with active uses that must be fenestrated with transparent windows and doorways for no less than 60 percent of the street frontage at the ground level and allow visibility to the inside of the building. The use of dark or mirrored glass shall not count towards the required transparent area. Any decorative

railings or grillwork, other than wire mesh, which is placed in front of or behind ground floor windows, shall be at least 75 percent open to perpendicular view. Rolling or sliding security gates shall consist of open grillwork rather than solid material, so as to provide visual interest to pedestrians when the gates are closed, and to permit light to pass through mostly unobstructed. Gates, when both open and folded or rolled as well as the gate mechanism, shall be recessed within, or laid flush with, the building facade.

The first 54 feet of building depth along the Fillmore Street frontage is proposed for use as a Formula Retail establishment, which is considered an active use. The windows will be clear, un-tinted, and unobstructed. There are no proposed changes to the exterior nor to the windows.

e. **Use Size.** Planning Code Section 712 principally permits non-residential uses up to 5,999 square feet. Uses 6,000 square feet or larger require Conditional Use Authorization.

*The Project proposes a total use size of approximately 1,500 square feet which is within the principally permitted use size.* 

f. **Signage**. Any proposed signage will be subject to the review and approval of the Planning Department and must comply with Article 6 of the Planning Code.

*The project proposes two wall signs, of halo-lit pin-mounted construction. There will be one sign for each façade face (Lombard and Fillmore).* 

- 7. **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 size of the use will remain as is existing and is in keeping with other storefronts on the block-face. The proposed establishment of the Formula Retail use will not affect traffic or parking in the District, as the business serves only a moderate number of customers at any one time, with sufficient off-street parking available. This will not impact the mix of goods and services currently available in the District, and it will contribute to economic vitality of the neighborhood by occupying a vacant storefront on a highly trafficked corner lot.

- 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 height and bulk of the existing building will remain the same and the Project will not alter the existing appearance or character of the surrounding vicinity. The proposed work will not affect the building envelope.

(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 Planning Code does not require off-street parking, and there is sufficient street parking. It is unlikely that the use will generate significant vehicular trips citywide, though it will generate moderate trips from the neighborhood due to its close proximity to many other neighborhood-serving sales and services uses.

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

The proposed use will not generate significant noise, glare, dust, or odor.

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

The Project would not alter the site's landscaping, open space, or lighting. New signage has been reviewed for compliance with the Planning Code and Formula Retail Guidelines.

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

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

d. That the use as proposed would provide development that is in conformity with the purpose of the applicable Neighborhood Commercial District.

The proposed project is consistent with the stated purposed of the NC-3 (Neighborhood Commercial, Moderate Scale) Districts in that the intended use is located at the ground floor, will provide a compatible specialty service for the immediate neighborhood and broader population, during after-school hours.

- 8. **Formula Retail.** Planning Code Section 303.1 provides additional criteria for the Planning Commission to consider when considering any Conditional Use pursuant to Planning Code Section 303.1, Formula Retail uses:
  - a. The existing concentration of Formula Retail uses within the District.

There are 7 existing Formula Retail uses out of approximately 50 commercial establishments within 300 feet of the Project Site, which accounts for approximately 14% of the retail services in the area. The existing intensity of Formula Retail uses accounts for approximately 392 linear feet of lot frontage, which is 8% of the total linear frontage in a 300-foot radius of the Subject Property.

Approximately half of the 300-foot radius is within the NC-3 District, where the Project Site is located; one-fourth is within a NC-2 district; and the remaining, smaller portions are divided amongst the Union Street Neighborhood Commercial District, a Residential-House (Two-Family), and a Public zoning district.

b. The availability of other similar retail uses within the District.

*Of the 50 retail businesses surveyed within a 300-foot radius of the Project Site, 7 (14%) are Formula Retail uses. All similar businesses provide a different array of goods and services and none within a 300' radius of the Subject Property offer mathematical instructional services.* 

c. The compatibility of the proposed Formula Retail use with the existing architectural and aesthetic character of the District.

The Project would minimally the existing exterior details of the subject building with two, pinmounted, halo-lit wall signs. Therefore, the Project is compatible within, and will have no adverse effect on, the architectural and aesthetic characters of the District.

d. The existing retail vacancy rates within the District.

The Project will lessen the retail vacancy rate within a 300-foot radius, as the proposed Formula Retail use will occupy a vacant storefront. According to the 300-foot radius survey provided, there are 4 (6%) vacancies, including the Subject Property, within the area.

e. The existing mix of Citywide-serving retail uses and neighborhood-serving retail uses within the District.

The Project Site's NC-3 Zoning District is of medium size, with a focus on both neighborhood- and citywide-serving retail and service uses. NC-3 Districts are intended to be located along heavily trafficked thoroughfares and are developed so the greater population may access specialty goods and services. The intent and diverse nature of convenient- and specialty- Retail will not be impacted, as the Project aims to provide a new specialty use that will occupy a vacant storefront.

f. Additional data and analysis set forth in the Performance-Based Design Guidelines adopted by the Planning Commission.

The proposed use is consistent with the existing character of the district, which is comprised of a variety of service activities. The subject property would provide a nominal change in the number of existing Formula retail commercial frontage within the district.

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

### COMMERCE AND INDUSTRY

### **Objectives and Policies**

#### **OBJECTIVE 1:**

MANAGE ECONOMIC GROWTH AND CHANGE TO ENSURE ENHANCEMENT OF THE TOTAL CITY LIVING AND WORKING ENVIRONMENT.

### Policy 1.1:

Encourage development which provides substantial net benefits and minimizes undesirable consequences. Discourage development that has substantial undesirable consequences that cannot be mitigated.

*The Project will provide a new commercial benefit to the district and enhances the diverse economic base of the area.* 

### Policy 1.2:

Assure that all commercial and industrial uses meet minimum, reasonable performance standards.

The Conditions of Approval will ensure that the use meets minimum, reasonable performance standards.

#### Policy 1.3:

Locate commercial and industrial activities according to a generalized commercial and industrial land use plan.

The Project to establish a new Formula Retail Instructional Serive use would allow the establishment (dba "Mathnasium") to provide convenient math tutoring services to the surrounding neighborhood and specialty service to the larger trade area, as well as providing resident employment opportunities to those in the community. The applicant has 5 full-time employees and can serve up to 18 students at any given operational hour.

#### **OBJECTIVE 2:**

MAINTAIN AND ENHANCE A SOUND AND DIVERSE ECONOMIC BASE AND FISCAL STRUCTURE FOR THE CITY.

### Policy 2.1:

Seek to retain existing commercial and industrial activity and to attract new such activity to the City.

*The Project will allow the establishment of a new Formula Retail use (which has no other locations in San Francisco), and would retain an existing commercial business and diverse economic base.* 

#### **OBJECTIVE 3:**

PROVIDE EXPANDED EMPLOYMENT OPPORTUNITIES FOR CITY RESIDENTS, PARTICULARLY THE UNEMPLOYED AND ECONOMICALLY DISADVANTAGED.

#### Policy 3.4:

Assist newly emerging economic activities.

*The Project will allow the establishment of a Formula Retail use that would employ 5 employees, which will enhance the diverse economic base of the City.* 

### **NEIGHBORHOOD COMMERCE**

### **Objectives and Policies**

### **OBJECTIVE 6**:

MAINTAIN AND STRENGTHEN VIABLE NEIGHBORHOOD COMMERCIAL AREAS EASILY ACCESSIBLE TO CITY RESIDENTS.

### Policy 6.1:

Ensure and encourage the retention and provision of neighborhood-serving goods and services in the city's neighborhood commercial districts, while recognizing and encouraging diversity among the districts.

The Project will not displace any other neighborhood-serving goods and/or service uses in the District, as the Subject Property is currently vacant. The Project will provide the neighborhood with a new Instructional Service use, which is encompassed within the broader Retail and Sales Service use category. This use, for mathematical instruction, is currently not offered within a 300-foot radius.

### Policy 6.3:

Preserve and promote the mixed commercial-residential character in neighborhood commercial districts. Strike a balance between the preservation of existing affordable housing and needed expansion of commercial activity.

The Project will not prevent the District from achieving optimal diversity in the types of goods and services available in the neighborhood. The Project will provide the neighborhood with a Formula Retail service for Instructional Services that provides math tutoring services.

- 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.

The Project is not anticipated to significantly affect the existing mix of neighborhood-serving retail uses and provides opportunities for resident employment. The Project would retain the current mix of retail and would occupy a vacant storefront. The Project provides desirable services and contributes to the diverse economic base of the NC-3 Zoning District.

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

The Project is not anticipated to adversely affect the character or diversity of the neighborhood. The signs are compliant with Article 6 and there are are no changes proposed to either the Lombard or Fillmore façade(s).

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

The Project would not have any adverse effect on 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 nearby public transportation options. The Project is located along numerous Muni bus lines (28-19<sup>th</sup> Avenue, 43-Masonic, and 22-Fillmore), and is within walking distance of several others (30-Stockton and 45-Union). The Project also provides off-street parking at the principally permitted amounts.

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 will not displace or adversely affect any service sector or industrial businesses as the Project is already occupying a commercial space.* 

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

The Project will not adversely affect the property's ability to withstand an earthquake. The Project will comply with the requirements of the San Francisco Building Code.

G. That landmarks and historic buildings be preserved.

The Project is not located in a landmark or historic building, and will not adversely impact the City's stock of such buildings.

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

*The Project will have no negative effect on existing parks and open spaces, and will not adversely affect their access to sunlight, or vistas.* 

### Motion No. <mark>#####</mark> July 18, 2019

#### RECORD NO. 2019-003787CUA 3301 FILLMORE STREET

- 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 would promote the health, safety and welfare of the City.

Motion No. ##### July 18, 2019

#### RECORD NO. 2019-003787CUA 3301 FILLMORE STREET

### 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 2019-003787CUA** subject to the following conditions attached hereto as "EXHIBIT A" in general conformance with plans on file, dated June 5, 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 July 18, 2019.

Jonas P. Ionin Commission Secretary

AYES:

NAYS:

ABSENT:

ADOPTED:

### **EXHIBIT A**

### AUTHORIZATION

This authorization is for a conditional use to allow the establishment of a Formula Retail use (d.b.a. **Mathnasium**) located at 3301 Fillmore Street (at the corner of Fillmore and Lombard), Block 0491, Lot 007, pursuant to Planning Code Sections **712**, **303**, **and 303.1** within a **NC-3 Neighborhood Commercial**, **Moderate-Scale** Zoning District and a **40-X** Height and Bulk District; in general conformance with plans, dated **June 5**, **2019**, and stamped "EXHIBIT B" included in the docket for Case No. **2019-003787CUA** and subject to conditions of approval reviewed and approved by the Commission on **July 18**, **2019** under Motion No. **#####**. 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 **July 18, 2019** under Motion No. **#####**.

### PRINTING OF CONDITIONS OF APPROVAL ON PLANS

The conditions of approval under the 'Exhibit A' of this Planning Commission Motion No. **#####** 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, <u>www.sf-planning.org</u>

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, <u>www.sf-planning.org</u>

- 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*
- 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, <u>www.sf-planning.org</u>

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, <u>www.sf-planning.org</u>

### DESIGN

6. **Signage.** Any signs on the property shall be made to comply with the requirements of Article 6 of the Planning Code.

#### Motion No. ##### July 18, 2019

#### RECORD NO. 2019-003787CUA 3301 FILLMORE STREET

### MONITORING

7. Enforcement. Violation of any of the Planning Department conditions of approval contained in this Motion or of any other provisions of the 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 action under their jurisdiction. *For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863, www.sf-planning.org.* 

### **OPERATION**

8. Sidewalk Maintenance. The Project Sponsor shall maintain the main entrance to the tenant space and all sidewalks abutting the subject property in a clean and sanitary condition in compliance with the Department of Public Works Streets and Sidewalk Maintenance Standards. *For information about compliance, contact Bureau of Street Use and Mapping, Department of Public Works,* 415-695-2017, <u>www.sfdpw.org</u>.

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

### **MONITORING – AFTER ENTITLEMENT**

- 9. Enforcement. Violation of any of the Planning Department conditions of approval contained in this Motion or of any other provisions of the 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 action under their jurisdiction. *For information about compliance, contact Code Enforcement, Planning Department at* 415-575-6863, *www.sf-planning.org.*
- 10. **Monitoring.** The Project requires monitoring of the conditions of approval in this Motion. The Project Sponsor or the subsequent responsible parties for the Project shall pay fees as established under Planning Code Section 351(e) (1) and work with the Planning Department for information about compliance.

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

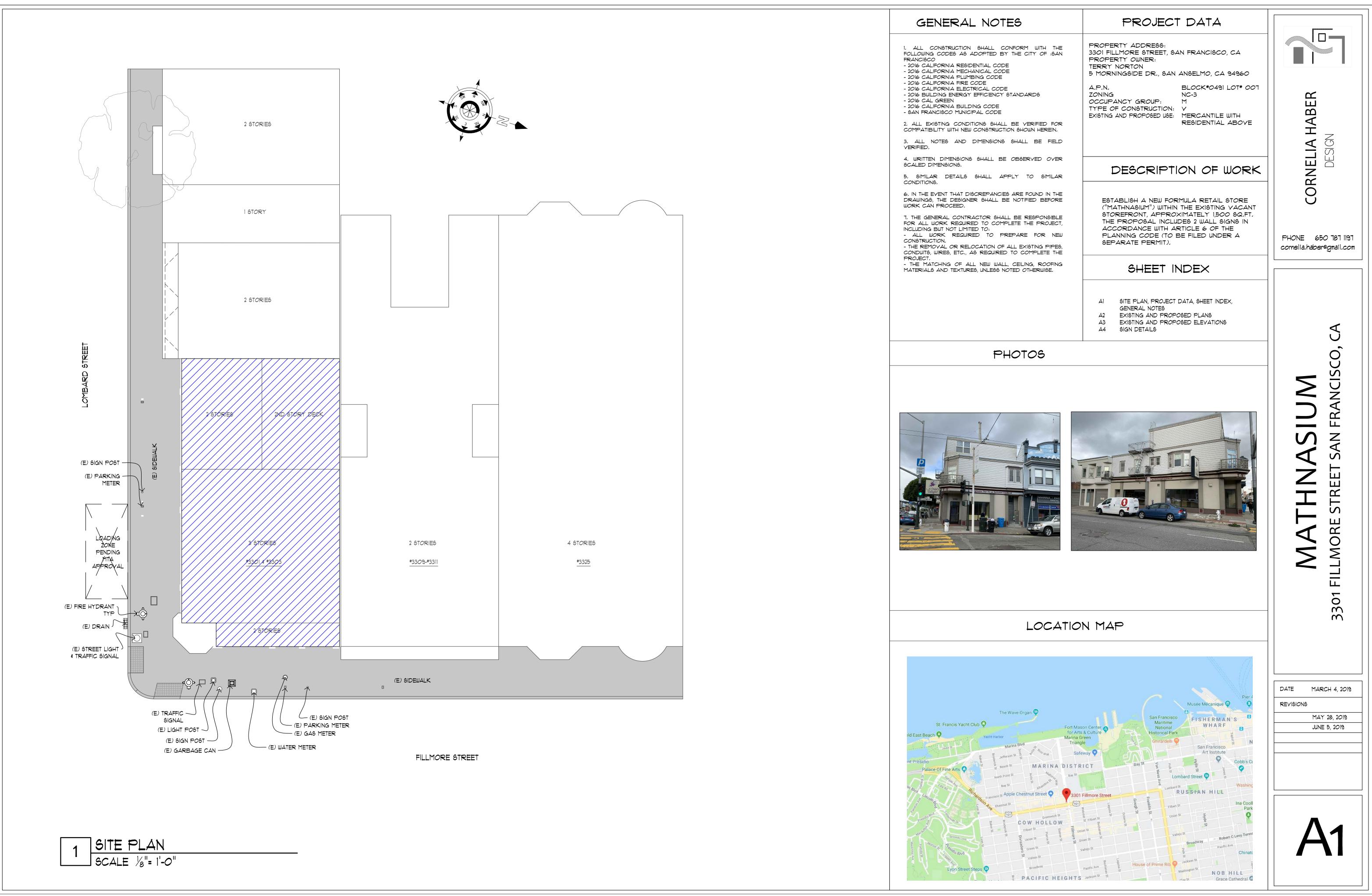
11. **Revocation due to Violation of Conditions.** Should implementation of this Project result in complaints from interested property owners, residents, or commercial lessees which are not resolved by the Project Sponsor and found to be in violation of the Planning Code and/or the specific conditions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

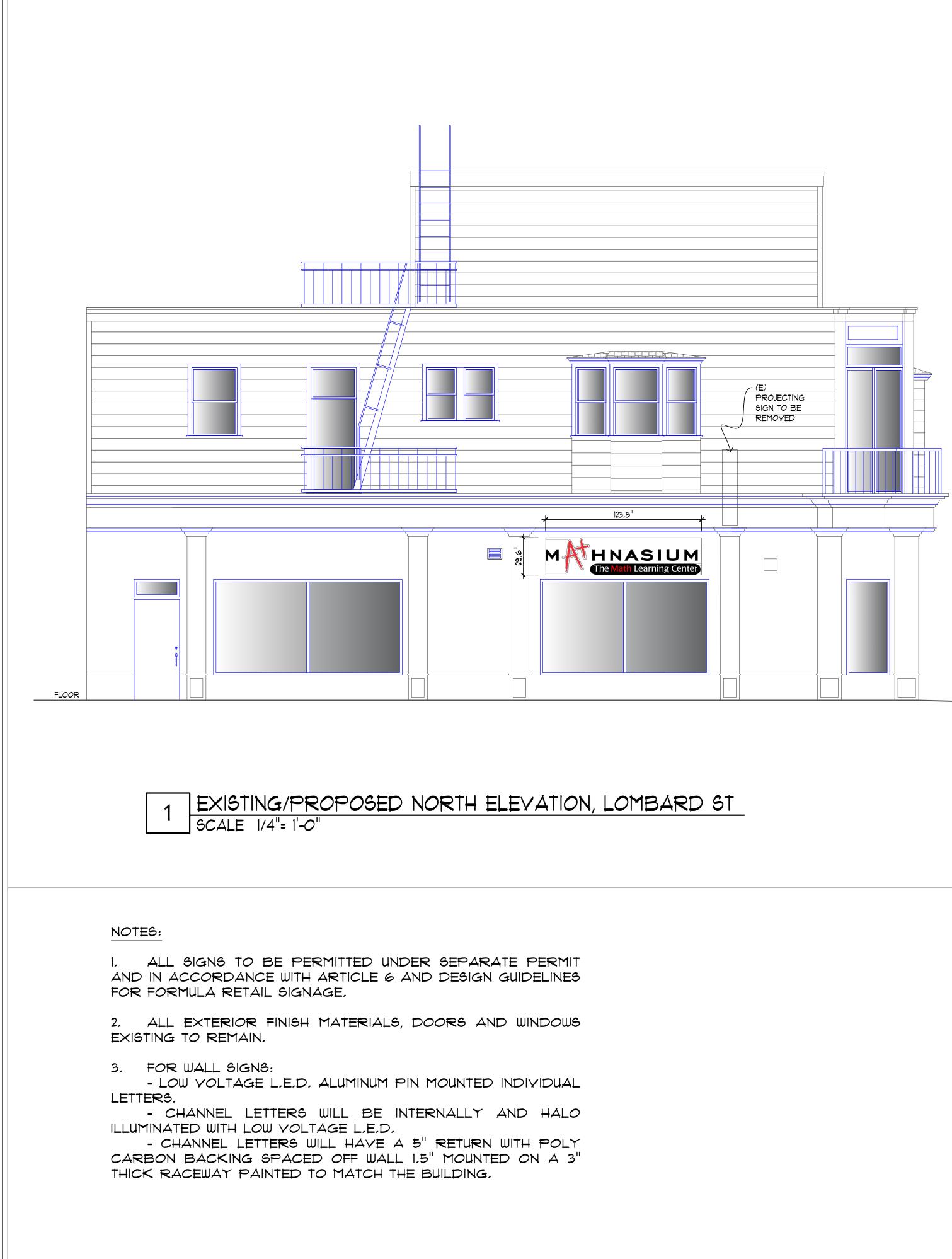
*For information about compliance, contact Code Enforcement, Planning Department at 415-575-6863,* <u>www.sf-planning.org</u>. RECORD NO. 2019-003787CUA 3301 FILLMORE STREET

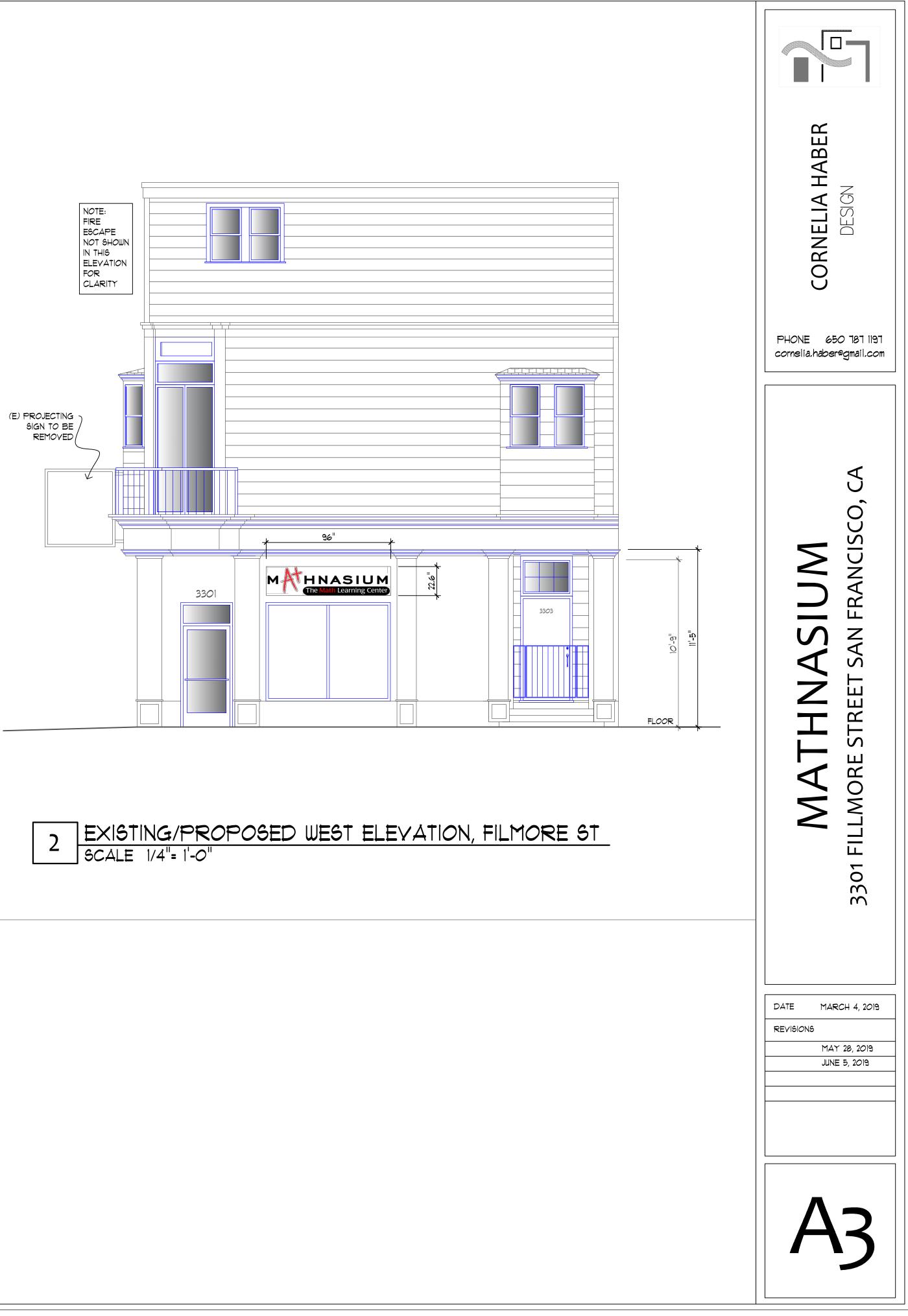
# **EXHIBIT B**

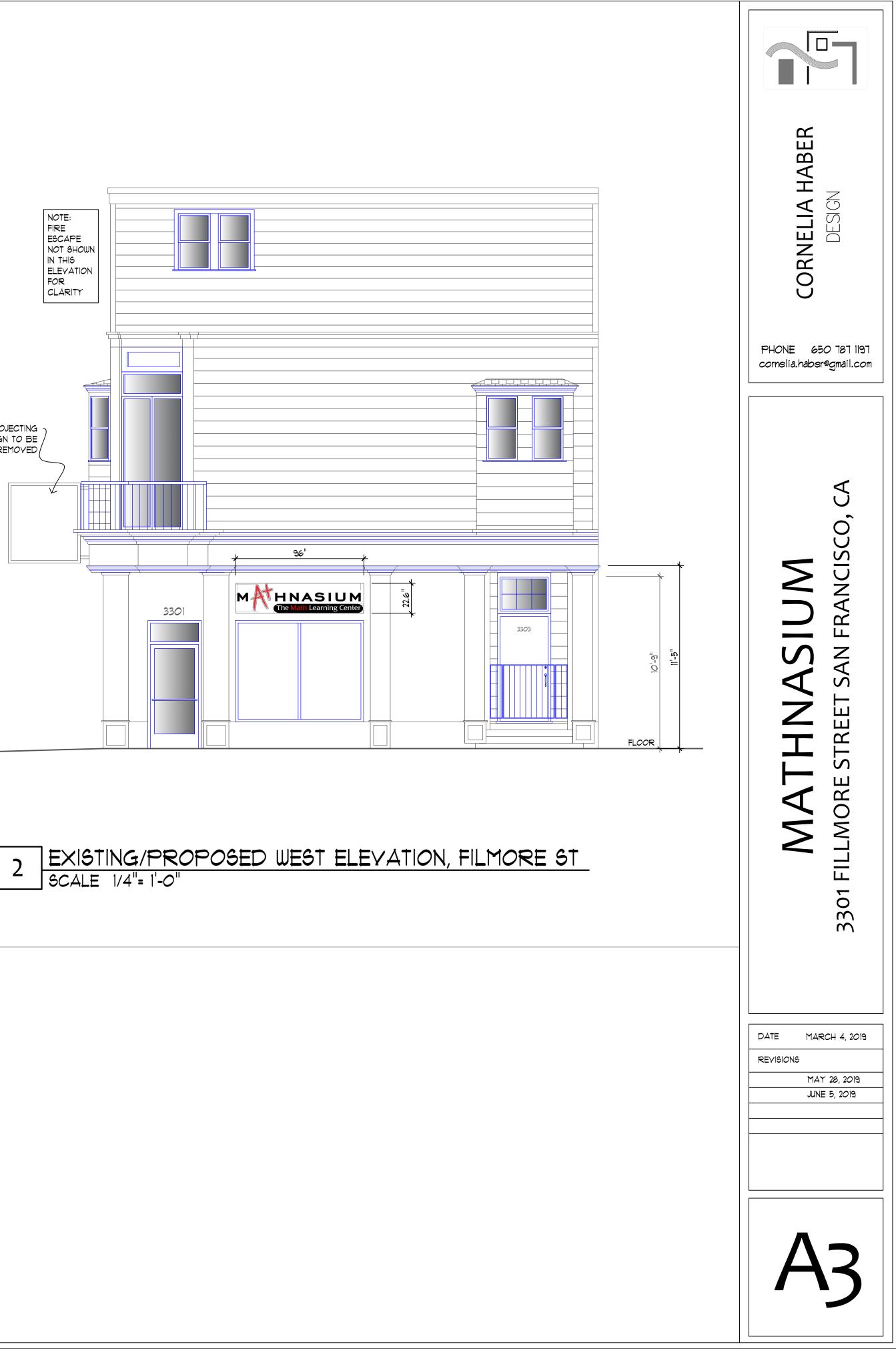
### **PLANS**

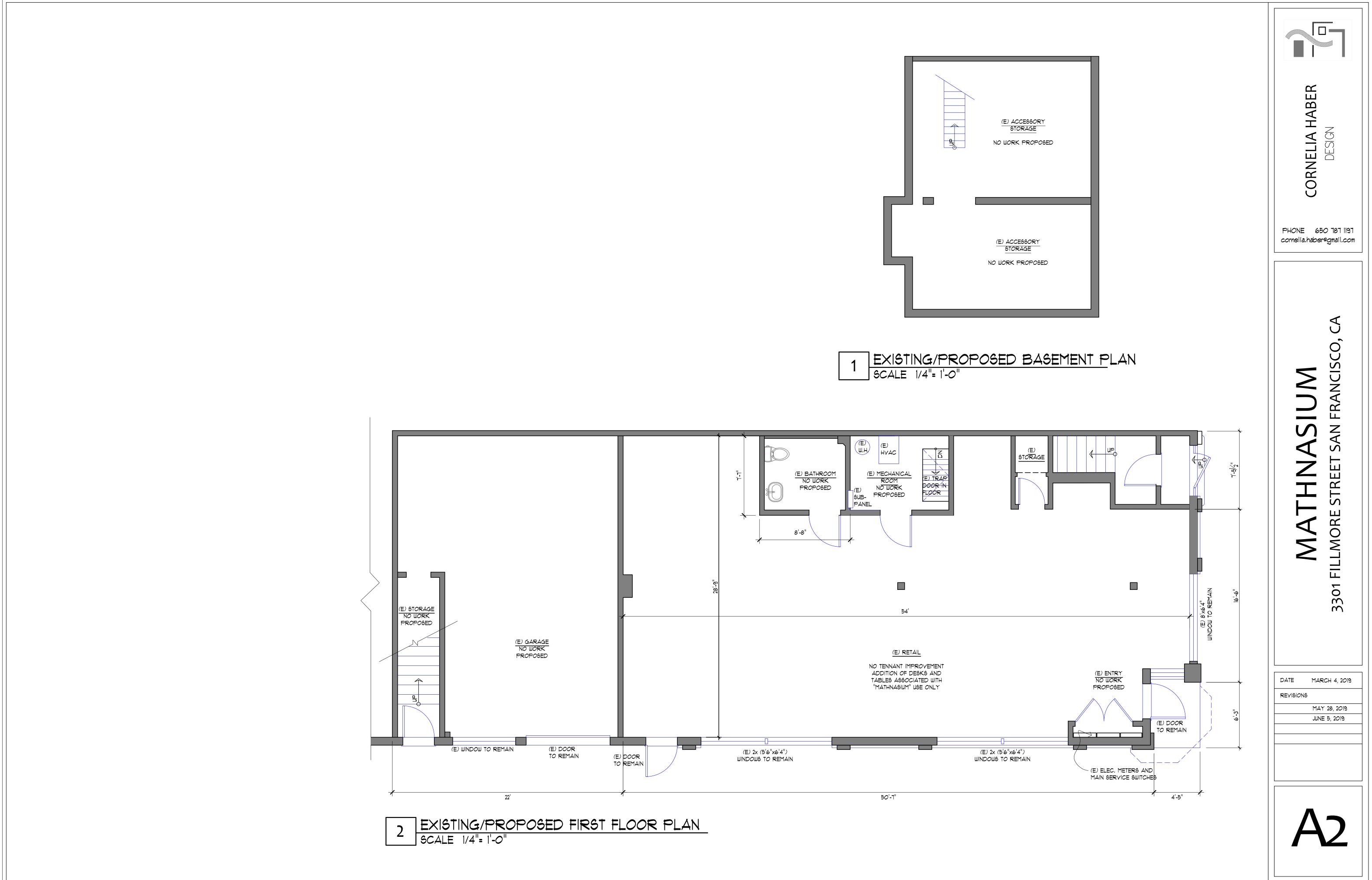
SAN FRANCISCO PLANNING DEPARTMENT

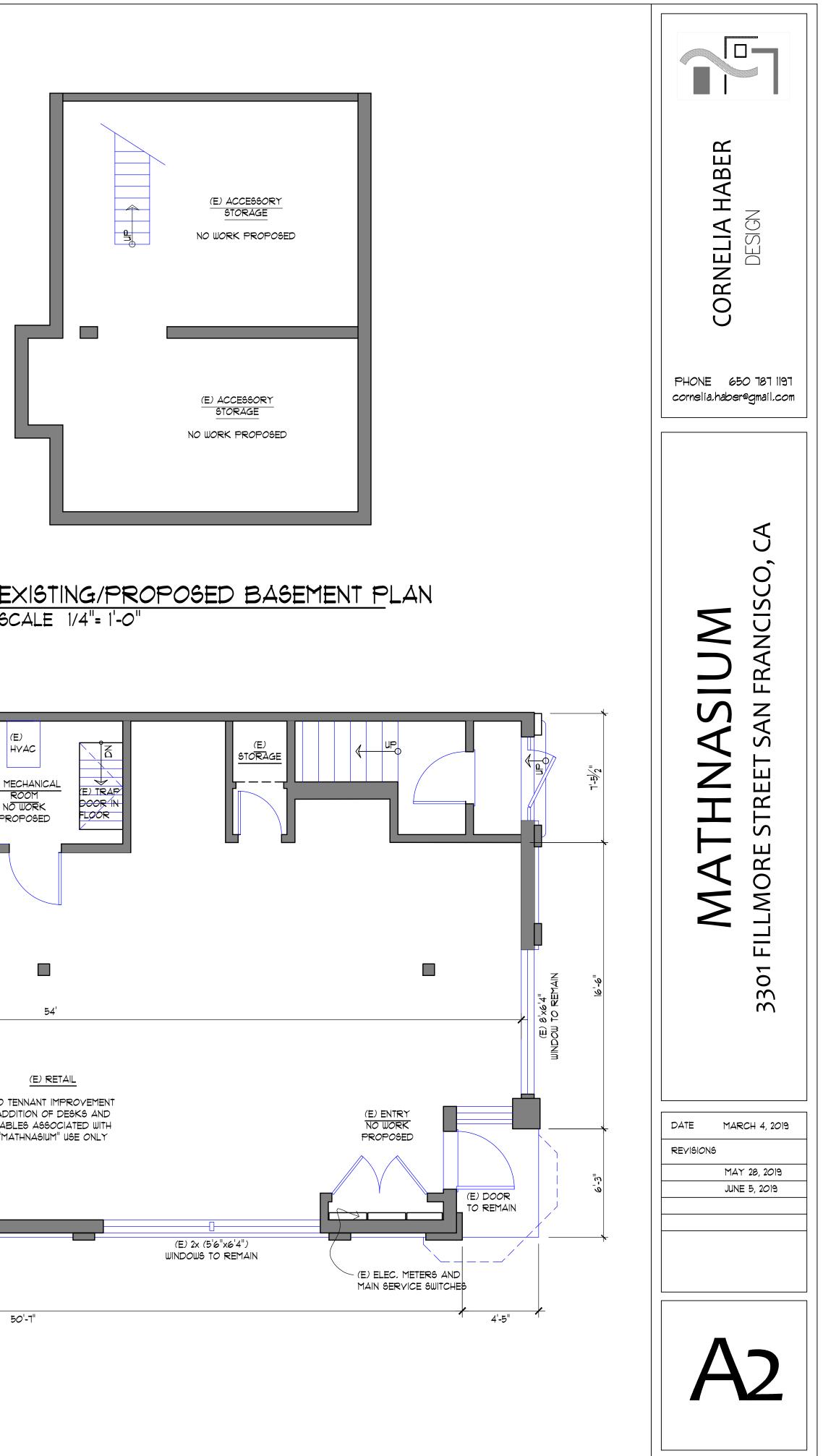


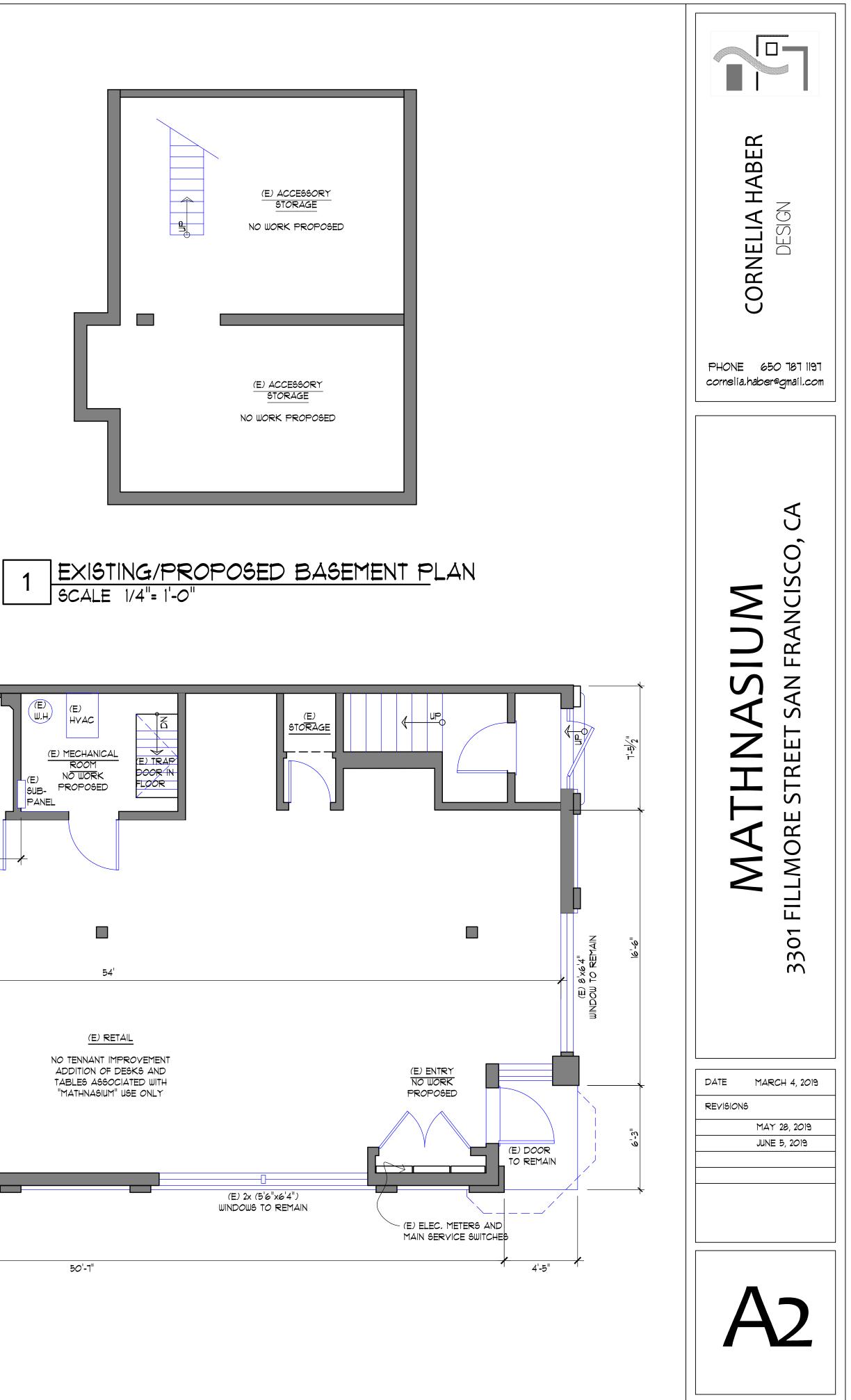


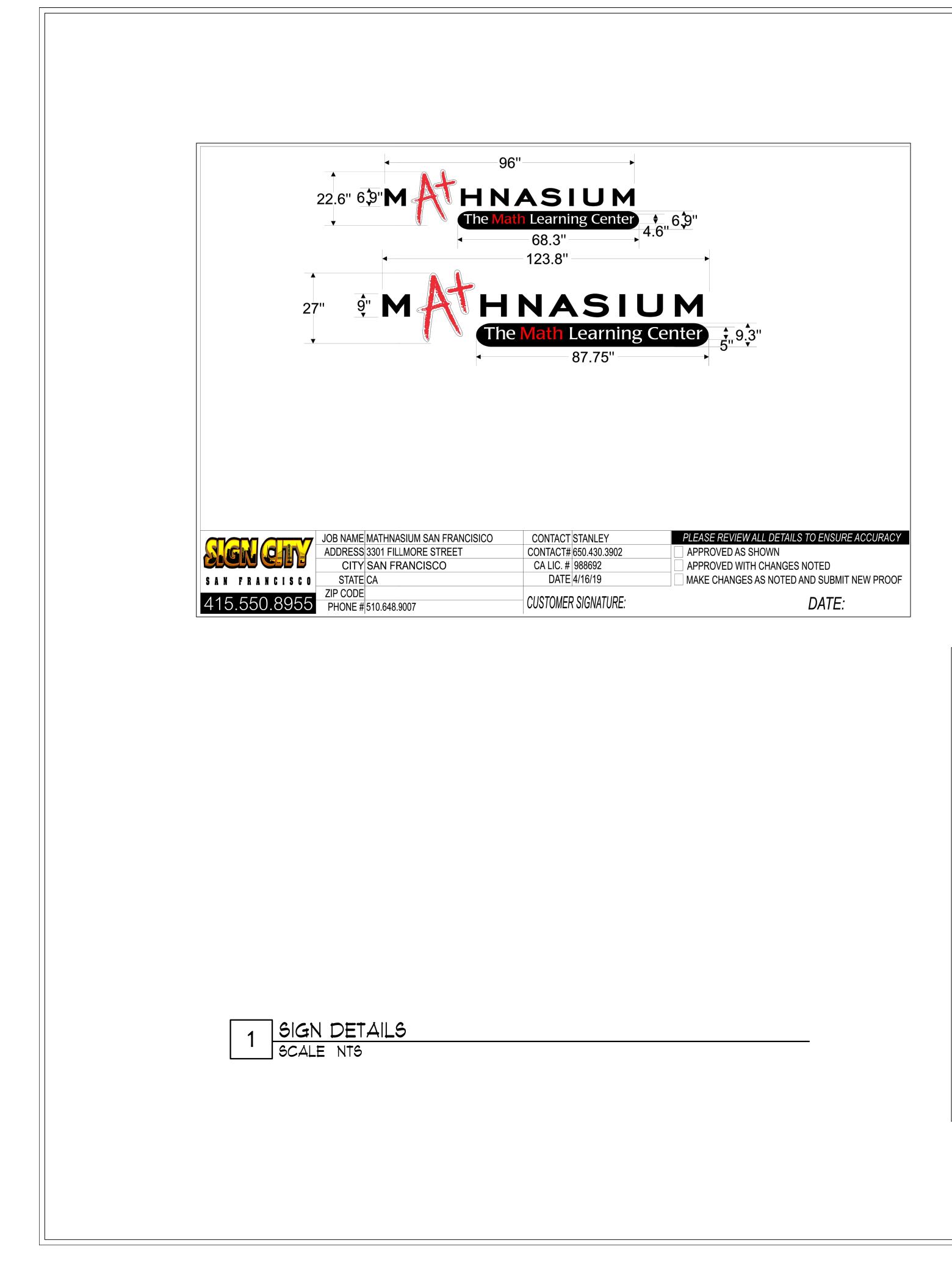


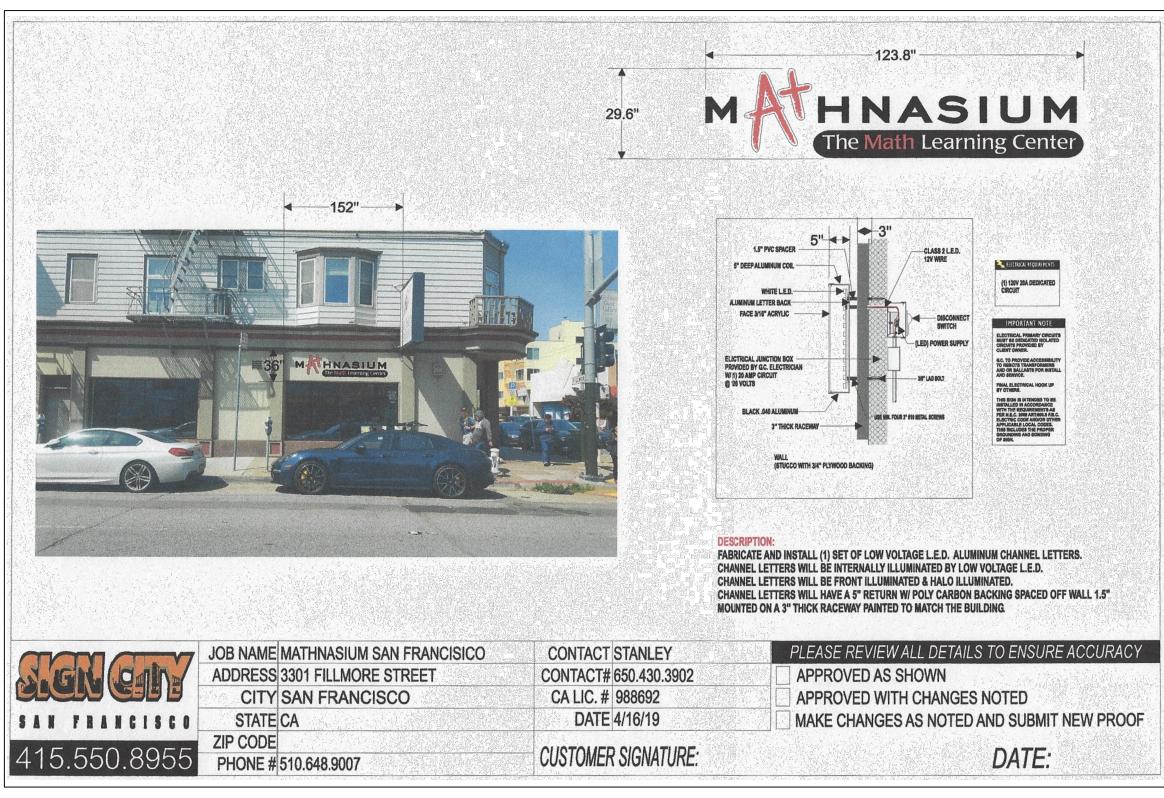
















RECORD NO. 2019-003787CUA 3301 FILLMORE STREET

# **EXHIBIT C**

### **ENVIRONMENTAL DETERMINATION**

SAN FRANCISCO PLANNING DEPARTMENT



### SAN FRANCISCO PLANNING DEPARTMENT

### **CEQA Categorical Exemption Determination**

### **PROPERTY INFORMATION/PROJECT DESCRIPTION**

Project Address		Block/Lot(s)
3301 FILLMORE ST		0491007
Case No.		Permit No.
2019-003787PRJ		
Addition/ Alteration	Demolition (requires HRE for Category B Building)	Construction
	Planning Department approval. zation to establish a formula retail use d.b.a. Math	nasium.

### **STEP 1: EXEMPTION CLASS**

*Note: If neither class applies, an Environmental Evaluation Application is required.*		
	Class 1 - Existing Facilities. Interior and exterior alterations; additions under 10,000 sq. ft.	
	<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.	
	<ul> <li>Class 32 - In-Fill Development. New Construction of seven or more units or additions greater than 10,000 sq. ft. and meets the conditions described below:</li> <li>(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.</li> <li>(b) The proposed development occurs within city limits on a project site of no more than 5 acres substantially surrounded by urban uses.</li> <li>(c) The project site has no value as habitat for endangered rare or threatened species.</li> <li>(d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.</li> <li>(e) The site can be adequately served by all required utilities and public services.</li> </ul>	
	Class	

### STEP 2: CEQA IMPACTS TO BE COMPLETED BY PROJECT PLANNER

If any box is checked below, an Environmental Evaluation Application is required.			
	<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.)? ( <i>refer to EP_ArcMap &gt; CEQA Catex Determination Layers &gt; Air Pollution Exposure Zone</i> )		
	<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? If yes, this box must be checked and the project applicant must submit an Environmental Application with a Phase I Environmental Site Assessment. <i>Exceptions: do not check box if the applicant presents documentation of enrollment in the San Francisco Department of Public Health (DPH) Maher program, a DPH waiver from the Maher program, or other documentation from Environmental Planning staff that hazardous material effects would be less than significant (refer to <i>EP_ArcMap &gt; Maher layer</i>).</i>		
	<b>Transportation:</b> Does the project create six (6) or more net new parking spaces or residential units? Does the project have the potential to adversely affect transit, pedestrian and/or bicycle safety (hazards) or the adequacy of nearby transit, pedestrian and/or bicycle facilities?		
	<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? ( <i>refer to EP_ArcMap &gt; CEQA Catex Determination Layers &gt; Archeological Sensitive Area</i> )		
	<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? ( <i>refer to EP_ArcMap &gt; CEQA Catex Determination Layers &gt;</i> <i>Topography</i> )		
	Slope = or > 20%: Does the project involve any of the following: (1) square footage expansion greater than 1,000 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? ( <i>refer to EP_ArcMap &gt; CEQA Catex Determination Layers &gt; Topography</i> ) If box is checked, a geotechnical report is required.		
	<b>Seismic: Landslide Zone:</b> Does the project involve any of the following: (1) square footage expansion greater than 1,000 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? ( <i>refer to EP_ArcMap &gt; CEQA Catex Determination Layers &gt; Seismic Hazard Zones</i> ) If box is checked, a geotechnical report is required.		
	<b>Seismic: Liquefaction Zone:</b> Does the project involve any of the following: (1) square footage expansion greater than 1,000 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? <i>(refer to EP_ArcMap &gt; CEQA Catex Determination Layers &gt; Seismic Hazard Zones)</i> If box is checked, a geotechnical report will likely be required.		
	If no boxes are checked above, GO TO STEP 3. If one or more boxes are checked above, an Environmental Evaluation Application is required, unless reviewed by an Environmental Planner.		
Com	Comments and Planner Signature (optional):		

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

PROPERTY IS ONE OF THE FOLLOWING: (refer to Parcel Information Map)		
	Category A: Known Historical Resource. GO TO STEP 5.	
	Category B: Potential Historical Resource (over 45 years of age). GO TO STEP 4.	
	Category C: Not a Historical Resource or Not Age Eligible (under 45 years of age). GO TO STEP 6.	

### STEP 4: PROPOSED WORK CHECKLIST

### TO BE COMPLETED BY PROJECT PLANNER

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

### STEP 5: CEQA IMPACTS - ADVANCED HISTORICAL REVIEW

### TO BE COMPLETED BY PROJECT PLANNER

Check all that apply to the project.		
	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.	
	2. Interior alterations to publicly accessible spaces.	
	3. Window replacement of original/historic windows that are not "in-kind" but are consistent with existing historic character.	
	4. Façade/storefront alterations that do not remove, alter, or obscure character-defining features.	
	5. Raising the building in a manner that does not remove, alter, or obscure character-defining features.	
	6. <b>Restoration</b> based upon documented evidence of a building's historic condition, such as historic photographs, plans, physical evidence, or similar buildings.	

	7. Addition(s), including mechanical equipment that are minimally visible from a public right-of-way and meet the Secretary of the Interior's Standards for Rehabilitation.		
	8. <b>Other work consistent</b> with the Secretary of the <i>Properties</i> (specify or add comments):		
	9. Other work that would not materially impair a his	toric district (	specify or add comments):
	(Requires approval by Senior Preservation Planner	/Preservation	Coordinator)
	10. Reclassification of property status. (Requires Planner/Preservation	approval by S	Senior Preservation
	Reclassify to Category A	Reclas	sify to Category C
	a. Per HRER dated	(attach HRE	R)
	b. Other (specify):		
	Note: If ANY box in STEP 5 above is checked,	a Preservatio	n Planner MUST check one box below.
	<b>Further environmental review required.</b> Based on the information provided, the project requires an <i>Environmental Evaluation Application</i> to be submitted. <b>GO TO STEP 6.</b>		
	<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>		
Comm	ents (optional):		
Preser	Preservation Planner Signature:		
STEP 6: CATEGORICAL EXEMPTION DETERMINATION TO BE COMPLETED BY PROJECT PLANNER			
	Further environmental review required. Proposed project does not meet scopes of work in either (check all that apply):         Step 2 - CEQA Impacts         Step 5 - Advanced Historical Review         STOP! Must file an Environmental Evaluation Application.		
	No further environmental review is required. The There are no unusual circumstances that would u		
	effect.		
	Project Approval Action:		Signature: Katherine Wilborn
	Building Permit If Discretionary Review before the Planning Commission is requi	ested,	06/03/2019
	the Discretionary Review hearing is the Approval Action for the	project.	
	Once signed or stamped and dated, this document constitutes a categorical exemption pursuant to CEQA Guidelines and Chapter 31of the Administrative Code. In accordance with Chapter 31 of the San Francisco Administrative Code, an appeal of an exemption determination can only be field within 20 days of the project receiving the first approval action		

filed within 30 days of the project receiving the first approval action. Please note that other approval actions may be required for the project. Please contact the assigned planner for these approvals.

### 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)
3301 FILLMORE ST		0491/007
Case No.	Previous Building Permit No.	New Building Permit No.
2019-003787PRJ		
Plans Dated	Previous Approval Action	New Approval Action
	Building Permit	
Modified Project Description:		

### DETERMINATION IF PROJECT CONSTITUTES SUBSTANTIAL MODIFICATION

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

#### DETERMINATION OF NO SUBSTANTIAL MODIFICATION

	The proposed modification would not result in any of the above changes.		
If this box is checked, the proposed modifications are categorically exempt under CEQA, in accordance with prior project approval and no additional environmental review is required. This determination shall be posted on the Planning Department website and office and mailed to the applicant, City approving entities, and anyone requesting written notice.			
Planner Name:		Date:	

RECORD NO. 2019-003787CUA 3301 FILLMORE STREET

# **EXHIBIT D**

### LAND USE DATA

SAN FRANCISCO PLANNING DEPARTMENT



SAN FRANCISCO PLANNING DEPARTMENT

### Land Use Information

PROJECT ADDRESS: 3301 FILLMORE STREET RECORD NO.: 2019-003787CUA 1650 Mission St. Suite 400 San Francisco, CA 94103-2479

Reception: 415.558.6378

Fax: **415.558.6409** 

Planning Information: **415.558.6377** 

	EXISTING	PROPOSED	NET NEW			
GROSS SQUARE FOOTAGE (GSF)						
Parking GSF	N/A	N/A	N/A			
Residential GSF	N/A	N/A	N/A			
Retail/Commercial GSF	1,500	No Change	0			
Office GSF	N/A	N/A	N/A			
Industrial/PDR GSF Production, Distribution, & Repair	N/A	N/A	N/A			
Medical GSF	N/A	N/A	N/A			
Visitor GSF	N/A	N/A	N/A			
CIE GSF	N/A	N/A	N/A			
Usable Open Space	N/A	N/A	N/A			
Public Open Space	N/A	N/A	N/A			
Other	N/A	N/A	N/A			
TOTAL GSF	1,500	No Change	0			
	EXISTING	NET NEW	TOTALS			
PROJECT FEATURES (Units or Amounts)						
Dwelling Units - Affordable	N/A	N/A	N/A			
Dwelling Units - Market Rate	N/A	N/A	N/A			
Dwelling Units - Total	N/A	N/A	N/A			
Hotel Rooms	N/A	N/A	N/A			
Number of Buildings	1	No change	1			
Number of Stories	2	No change	2			
Parking Spaces	N/A	N/A	N/A			
Loading Spaces	0	1 – Per MTA Approval	1 – Pending MTA			
Bicycle Spaces	N/A	N/A	N/A			
Car Share Spaces	N/A	N/A N/A				

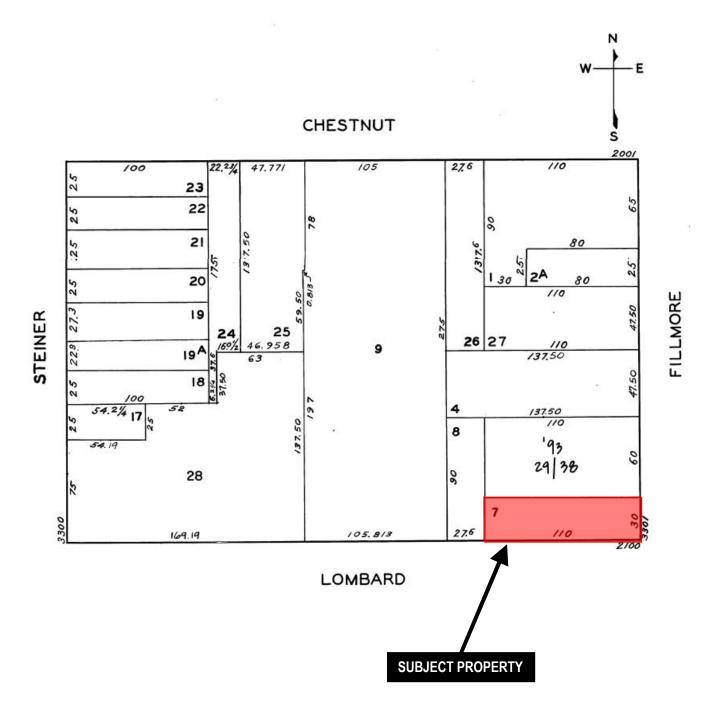
RECORD NO. 2019-003787CUA 3301 FILLMORE STREET

# **EXHIBIT E**

## MAPS AND CONTEXT PHOTOS

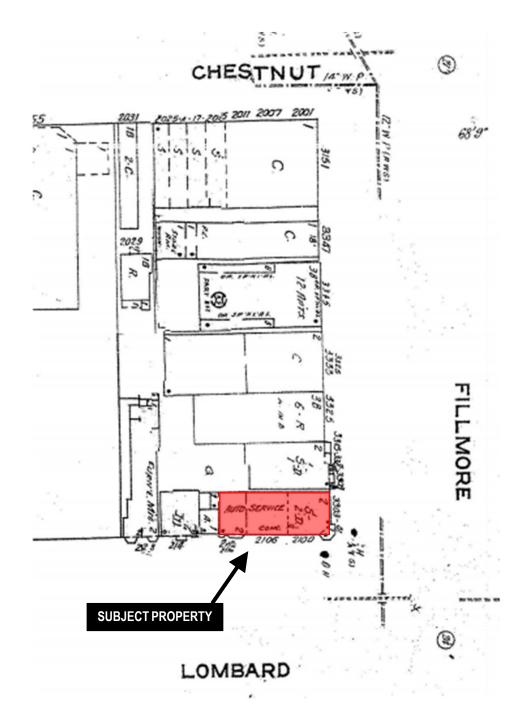
SAN FRANCISCO PLANNING DEPARTMENT

## **Parcel Map**





## Sanborn Map\*



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

 $\mathbf{\mathbf{b}}$ 



SUBJECT PROPERTY









SUBJECT PROPERTY

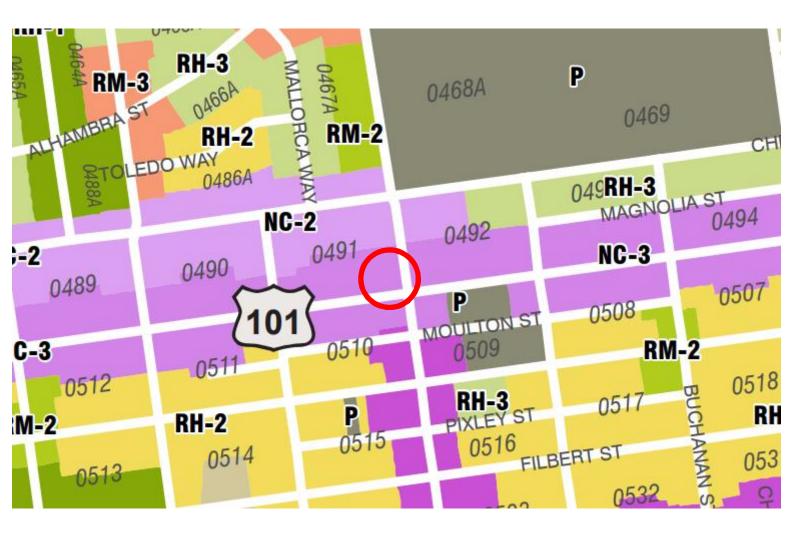




SUBJECT PROPERTY



# **Zoning Map**





## **Site Photo**





RECORD NO. 2019-003787CUA 3301 FILLMORE STREET

# EXHIBIT F

### **PROJECT SPONSOR BRIEF**

SAN FRANCISCO PLANNING DEPARTMENT

### June 19, 2019 3301 Fillmore st, San Francisco, CA 94123 Case No: 2019-003787PRJCUA Building Permit No: 2019.06.19.3837

Dear President Melgar and Members of the Planning Commission,

Thank you for taking time to review our application. My husband Ryan and I would like to introduce ourselves and share how we embarked on this journey.

Ryan and I have been Bay Area residents for the past 13 years. We've been working in the tech world and raising our boys, Avan (7) and Kyan (5). We were reintroduced to the world of education when they started their elementary school two years ago. We started volunteering our time at their school as parent volunteers and began to realize how much we enjoy working with kids. It also gave us an opportunity to see how each child has unique personality and learning ability as well. As unique as these children are, there is at least one commonality: the sense of pride when they master a new skill.

As our kids grew, we started exploring different business opportunities that would allow us to have a more flexible schedule and spend more time with kids. Given our background in technology and engineering, we were specifically interested in the field of education. Helping children master math seemed like a perfect fit. We looked at many education franchises before settling on Mathnasium. Their unique curriculum and the love and care that Larry Martinek, the founder of Mathnasium, puts into the teaching methodology made it in an ideal fit for us.

I signed my children up for a variety of supplemental education classes for reading, science, math, and more. As they are still so little, they would often protest going to these classes. However, when I signed them up for Mathnasium, they don't complain — they ask when they can go again. They enjoy going to Mathnasium because learning became fun activity rather than a chore.

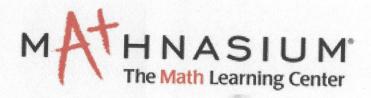
At Mathnasium every child is assessed to identify their strengths and learning gaps. A unique learning plan is personalized for each child to help address their specific needs to help them reach their grade level, or provide the enrichment if they are already excelling. Mathnasium's goal is to empower the child and help them conquer their fear of math.

If we are fortunate enough to open our location in Pacific Heights, we plan to be an engaged partner and asset for the city and its wonderful residents and businesses. Even though we've done no marketing, we've already been contacted by dozens of parents asking to enroll their kids, and some residents have even reached out asking to work as tutors at our location. We have also received enthusiastic support from local businesses in the area.

We are excited for you to consider our application, and look forward to opening our doors.

Best Regards,

Divyata and Ryan Griggs



### Local Merchants Support Mathnasium!

Yes, I support bringing Mathnasium to the neighborhood.

Mathnasium is a children's math tutorial service and as a manager/business owner in the neighborhood, I believe that it will support our local businesses and provide a need for the local community.

Business Asian Nor	Contact Name Zaic De gen	Address 2021 Chestnut	Email 19015 (G) askinhar (a)
THYLML STITCH	Jerray Milla	2030 Chatrit	deff@raylastitch.com
Harseshoe	Jerray Mille Curfritter	2014 Chestnut	
GLAZE	LAVILENCE ABIOG	2095 CHESTNUT	LAURENCE CGLAZETELIVAKI.COM
Aue Barn	Chelsea Ourwer	3344 Heiner	<u>chelsea@pludbang</u> oumet.
Bistro Aix	J. Beard	3340 Alterne	Aleand & Jacil



### Local Merchants Support Mathnasium!

Yes, I support bringing Mathnasium to the neighborhood.

Mathnasium is a children's math tutorial service and as a manager/business owner in the neighborhood, I believe that it will support our local businesses and provide a need for the local community.

Business	Contact Name	Address	Email
Home Plate	Teernt Boonsombuti	2150 Lombard St	home plate 21500 gmail. com
Hoshi	Dujdao Kittiwattano	okhun 2274 Low	hoshiramenondrice@gnail.cm
sfflouda	Ace Ravago	2093 1 Bu	acerest acerest Honda.or
Patxis Fillmore	Antinia Buttler		ine st fillmerpatxispizza.com
BAR METHOD	Jose Ortega		more Street