



# EXECUTIVE SUMMARY CONDITIONAL USE AUTHORIZATION

**HEARING DATE: OCTOBER 28, 2021**

**Record No.:** 2021-004963CUA  
**Project Address:** 3415 California Street  
**Zoning:** NC-S – Neighborhood Commercial, Shopping Center  
40-X Height and Bulk District  
**Block/Lot:** 1034/002  
**Project Sponsor:** Robert M. Divito, Jr  
Element 7 Laurel Village LLC  
690 Market Street #701  
San Francisco, CA 94104  
**Property Owner:** Alex Nichelini  
3415 California Street  
San Francisco, CA 94118  
**Staff Contact:** Kalyani Agnihotri – (628) 652-7454  
[kalyani.agnihotri@sfgov.org](mailto:kalyani.agnihotri@sfgov.org)

**Recommendation:** Approval with Conditions

## Project Description

The Project would establish a Cannabis Retail Use (d.b.a. Element 7) measuring 2,260 square feet in a vacant commercial space on the ground floor and associated office and storage space on the mezzanine floor within a one-story commercial building at 3415 California St. The Project does not include a request for authorization of on-site smoking or vaporizing of cannabis products. The project proposes minor interior tenant improvements, and no changes to the building exterior or envelope are proposed. New business signage will be applied for under a separate permit.

## Required Commission Action

For the Project to proceed, the Commission must grant a Conditional Use Authorization, pursuant to Planning Code Sections 202.2, 303, and 713, to allow the establishment of a Cannabis Retail use in the Neighborhood Commercial, Shopping Center (NC-S) Zoning District.

## Issues and Other Considerations

- **On-Site Consumption.** The project does not include a request for Type C consumption (smoking or vaporizing of cannabis products). The draft motion for approval of the Project is conditioned to prohibit smoking or vaporizing of cannabis products at the site, such that any future addition of a smoking or vaporizing room would require a subsequent Conditional Use Authorization.
- **Public Comment & Outreach.** The Sponsor conducted outreach under the Office of Cannabis Good Neighbor Policy, which includes providing a mailed notice of the Project to all property owners and occupants within 300-feet of the site and conducting outreach meetings on March 16, 2021. Additionally, the Project conducted a pre-application meeting on March 16, 2021. The Department has received 13 letters of support and one letter of opposition for the application.
- **Geographic Balance.** The Project proposes a new Cannabis Retail use on the City's westside. In the vicinity, the closest open and/or approved cannabis retail storefront is 62 Smooth, located at 2845 Geary Blvd, approximately 1,630-feet from 3415 California St. As such, the Project provides a necessary and desirable retail service that is not currently available within the broader neighborhood. It also contributes to the geographic balance of Cannabis Retail uses in the City.
- **Planning Section 202.2(a)(5)(B) Compliance.** The subject parcel is not located within a 600-foot radius of a parcel containing an existing private or public school or within a 600-foot radius of a parcel for which a valid permit from the City's Office of Cannabis for a Cannabis Retailer or a Medicinal Cannabis Retailer has been issued.
  - In the general vicinity, the following locations were identified as potentially sensitive sites that do not disqualify the location from being used as a Cannabis Retailer:
    - One Fifty Parker Avenue School: 150 Parker Ave; 1580' from site
    - Presidio Hill School: 3839 Washington St; 1841' from site
    - San Francisco University High School: 3065 Jackson St; 2077' from site
    - Claire Lilienthal Elementary School: 3950 Sacramento St; 2150' from site
    - Wallenberg, Raoul Wallenberg High School: 40 Vega St; 2163' from site
    - Drew School: 2091 California St; 2272' from site
    - Theodore Roosevelt Middle School: 460 Arguello Blvd; 2518.95' from site
    - Dr. William L. Cobb Elementary School: 2725 California St; 3,181' from site
    - Kids on Camera TV Acting (Drama School): 3200 California St; 915' from site
    - Laurel Hill Nursery School: 401 Euclid Ave; 1200' from site

- Little School (Preschool): 1520 Lyon St; 1700' from site
- The Russian Hill School: 2026 Divisadero St; 2,995' from site
- **Equity Program.** The licensing application to the City's Office of Cannabis was submitted by Shanti De Luca, who was determined to meet the criteria of an Equity Applicant. Under Police Code Section 1613, "no permit to operate as a Storefront Cannabis Retailer shall be granted if any individual holding a legal or beneficial interest in the proposed Storefront Cannabis Retailer already holds a legal or beneficial interest in four or more existing Storefront Cannabis Retailers..." The applicant is the listed equity applicant on three other Cannabis Retail licenses which are currently under review, located at 4001 Castro St, 1008 Bush St, and 1541 Polk St.

## Environmental Review

The Project is exempt from the California Environmental Quality Act ("CEQA") as a Class 1 and Class 3 categorical exemptions.

## Basis for Recommendation

The Department finds that the Project is, on balance, consistent with the Objectives and Policies of the General Plan and that the Project meets all applicable requirements of the Planning Code. The project activates an existing vacant commercial space, brings a new type of retail business to the area, and supports the City's equity program, administered by the Office of Cannabis. The Project also contributes to the geographic balance of Cannabis Retail uses in the City. 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 Application



# PLANNING COMMISSION DRAFT MOTION

**HEARING DATE: OCTOBER 28, 2021**

**Record No.:** 2021-004963CUA  
**Project Address:** 3415 CALIFORNIA STREET  
**Zoning:** NC-S – Neighborhood Commercial, Shopping Center  
40-X Height and Bulk District  
**Block/Lot:** 1034/002  
**Project Sponsor:** Robert M. Divito, Jr  
Element 7 Laurel Village LLC  
690 Market Street #701  
San Francisco, CA 94104  
**Property Owner:** Alex Nichelini  
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San Francisco, CA 94118  
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ADOPTING FINDINGS RELATING TO THE APPROVAL OF CONDITIONAL USE AUTHORIZATION PURSUANT TO SECTIONS 202.2, 303, AND 713 OF THE PLANNING CODE TO ALLOW A CANNABIS RETAIL USE (d.b.a ELEMENT 7), MEASURING APPROXIMATELY 2,260 SQUARE FEET, WITH NO ON-SITE SMOKING OR VAPORIZING OF CANNABIS PRODUCTS, IN AN EXISTING ONE-STORY COMMERCIAL BUILDING AT 3415 CALIFORNIA STREET (ASSESSOR'S BLOCK 1034 LOT 002) WITHIN THE NC-S – NEIGHBORHOOD COMMERCIAL, SHOPPING CENTER ZONING DISTRICT, AND A 40-X HEIGHT AND BULK DISTRICT, AND ADOPTING FINDINGS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

## PREAMBLE

On March 20, 2021, Robert M. Divito Jr. of Element 7 Laurel Village LLC (hereinafter "Project Sponsor") filed Application No. 2021-004963CUA (hereinafter "Application") with the Planning Department (hereinafter "Department") for a Conditional Use Authorization to establish a Cannabis Retail use (hereinafter "Project") at 3415 California Street, Block 1034 Lot 002 (hereinafter "Project Site").

The Project is exempt from the California Environmental Quality Act ("CEQA") under Class 1 and Class 3 categorical exemptions.

On October 28, 2021, the Commission conducted a duly noticed public hearing at a regularly scheduled meeting on Conditional Use Authorization Application No. 2021-004963CUA.

The Planning Department Commission Secretary is the Custodian of Records; the File for Record No. 2021-004963CUA is located at 49 South Van Ness Avenue, Suite 1400, 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. 2021-004963CUA, 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 would establish a Cannabis Retail Use measuring 2,260 square feet in a vacant commercial space within a one-story, commercial building. The Project proposes to establish the cannabis retail space on the ground floor (measuring 1,672 square feet) and associated, accessory office and storage space (measuring 588 square feet) on the mezzanine level. The Project does not include a request for authorization of on-site smoking or vaporizing of cannabis products. The project proposes minor interior tenant improvements such as installing sales counters, display cases, toilets, and some interior partition walls. No changes to the building exterior or envelope are proposed. New business signage will be applied for under a separate permit.
- 3. Site Description and Present Use.** The Project is located on a 3,420 square feet rectangular parcel fronting California Street on the south side between Laurel and Spruce Streets. The site is developed with a one-story building containing one commercial space at the ground floor and mezzanine level. The commercial space is currently operating as a restaurant d.b.a Artesano's). The current owner does not foresee the restaurant to be economically sustainable in the long run and will be part-owner of the cannabis retail business at the proposed location.
- 4. Surrounding Properties and Neighborhood.** The surrounding neighborhood is comprised of a broad mix of uses and buildings have active retail frontage. This stretch of California Street has a great concentration of commercial uses including significant number of restaurants, professional and other retail sales and service uses. There are many one to two-story fully commercial buildings, and multi-family residential buildings. The two directly adjacent properties are fully commercial properties, and there are residential buildings directly north of the Project Site across California Street.
- 5. Public Outreach and Comments.** The Sponsor conducted outreach under the Office of Cannabis Good Neighbor Policy, which includes providing a mailed notice of the Project to all property owners and occupants within 300-feet of the site and conducting outreach meetings. Additionally, the Project conducted a pre-application meeting and an additional outreach meeting. The Department has received thirteen (13) letters of support and one letter of opposition to the Project. The letters of support appreciated the Project Sponsor's thoughtful approach and response to community feedback. The letters also expressed support for the economic revitalization and strong security presence that the Project would bring to Laurel Village. The letter of opposition expressed concern over undesirable foot traffic, smoking of cannabis products outdoors, and exasperation of existing crime and other neighborhood issues.
- 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.** The establishment of a Cannabis Retail use in the NC-S Zoning District requires a Conditional Use Authorization pursuant to Planning Code Section 713.

*The Project Sponsor is requesting a Conditional Use Authorization to establish a Cannabis Retail use in the NC-S (Neighborhood Commercial, Shopping Center) Zoning District.*

- B. **Use Size.** Within the NC-S Zoning District, the Planning Code principally permits Retail Sales and Service Uses (including Cannabis Retail) at up to 5,999 ft per lot.

*The Project would utilize the entirety of the existing 2,260 square foot space which is within the limits of the use size in the NC-S Zoning District.*

- C. **600-Foot Buffer Rule:** Planning Code Section 202.2(a)(5)(B) states that the parcel containing the Cannabis Retail Use shall not be located within a 600-foot radius of a parcel containing an existing public or private School or within a 600-foot radius of a parcel for which a valid permit from the City's Office of Cannabis for a Cannabis Retailer or a Medicinal Cannabis Retailer has been issued. There shall be no minimum radius from a Cannabis Retail Use to an existing day care center or youth center unless a State licensing authority specifies a minimum radius.

*The subject parcel is not located within a 600-foot radius of a parcel containing an existing private or public school or within a 600-foot radius of a parcel for which a valid permit from the City's Office of Cannabis for a Cannabis Retailer or a Medicinal Cannabis Retailer has been issued*

- D. **Hours of Operation.** permitted hours of operation in the NC-S Zoning District are 6:00 am to 2:00 am. State law limits hours of operation for Cannabis Retailers to between 6am and 10pm.

*The proposed hours of operation for the Project are 9:00 am to 8:00 pm. The permitted hours of operation within the NC-S district are 6:00 am to 2:00 am. The Project is required under State law to cease operation between 10:00 pm and 6:00 am.*

- E. **Street Frontage in NC Districts.** Section 145.1 of the Planning Code 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 subject commercial space complies with this requirement and shall be maintained in compliance with this Section. No significant modification to the front façade is proposed, and the interior changes*

*do not impact compliance with this Section.*

- 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 Project provides a use that is necessary and desirable, and compatible with the surrounding neighborhood and community, in that it activates an existing retail space at the same size of the existing space, bringing additional goods and services to the local area. By activating a currently vacant commercial space, the Project will provide jobs and street level activation to the neighborhood. The NC-S zoning district requires a Conditional Use Authorization for certain uses, including bars, liquor stores, cannabis retail etc. However, given the context, additional design consideration of Cannabis Retailers is warranted. The proposed business places ID check and waiting areas at the front of the businesses, limiting the visibility of cannabis products and sales from the street while maintaining street level activation. In doing so, it is contextually appropriate and compatible with the surrounding neighborhood and community.*

- 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 visible bulk of the existing building will remain the same. The Project will not alter the existing appearance or character of the project vicinity.*

- (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 parking or loading for any uses, and the site is very well served by transit services.*

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

*The Project proposes a Cannabis Retail use which does not include an on-site smoking or vaporizing space, and this approval is conditioned to prohibit smoking or vaporizing of cannabis products. As such, there are safeguards to prevent noxious or offensive emission from the site.*

- (4) Treatment given, as appropriate, to such aspects as landscaping, screening, open spaces,



parking and loading areas, service areas, lighting and signs;

*The Project site has metered parking in front and a parking lot in the back with a loading area and there will be no addition of parking spaces, loading facilities, open space, or service areas. All Project signage, lighting and projections will be consistent with the controls of the Planning Code. Proposed signage will be approved under a separate permit.*

- 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 Zoning District.

*The Project conform with the NC-S district controls which are designed for medium-size commercial uses in low-scale buildings. Most neighborhood-serving retail businesses are permitted at the first and second stories. The NC-S District are intended to serve as small shopping centers or supermarket sites which provide retail goods and services for primarily car-oriented shoppers. They commonly contain at least one anchor store or supermarket, and some districts also have small medical office buildings. The range of services offered at their retail outlets usually is intended to serve the immediate and nearby neighborhoods. Shopping centers and supermarket sites contain mostly one-story buildings which are removed from the street edge and set in a parking lot. Outdoor pedestrian activity consists primarily of trips between the parking lot and the stores on-site. Ground and second stories are devoted to retail sales and some personal services and offices. By providing a new neighborhood serving retail activity within an existing, unutilized space, the Project furthers the stated purpose of the NC-S Zoning District.*

- 8. Additional Conditional Use Findings for Cannabis Retail.** Planning Code Section 303(w) outlines additional findings for the Commission when reviewing proposals for new Cannabis Retail establishments. The Commission shall consider “the geographic distribution of Cannabis Retail Uses throughout the City, the concentration of Cannabis Retail and Medical Cannabis Dispensary Uses within the general proximity of the proposed Cannabis Retail Use, the balance of other goods and services available within the general proximity of the proposed Cannabis Retail Use, any increase in youth access and exposure to cannabis at nearby facilities that primarily serve youth, and any proposed measures to counterbalance any such increase.”

*In the December 2019 report titled “[Cannabis in San Francisco: A Review Following Adult Use Legalization](#),” the City Controller’s Office identified the Mission and South of Market Neighborhoods as more concentrated with Cannabis Retail uses in comparison to the balance of San Francisco. The report recommended no numeric or geographic limits to existing or in-process cannabis business permits and recommended that potential future legislation to address the imbalance be applied to new applicants rather than the existing applicant pipeline. The proposed Project would add a new Cannabis Retailer to the City’s western neighborhoods, contributing to the geographic balance of the use in the City.*

*Within the general proximity of 3415 California Street, the closest open and/or approved cannabis retail storefront is 62 Smooth, located at 2845 Geary Blvd, approximately 1,630 feet from 3415 California Street.*

*Within the general proximity of 3415 California Street, there is a mix of commercial uses such as restaurants retail sales and services, and residential uses. Cannabis Retail is one of the few businesses that is continuing to expand during the pandemic induced economic crisis (though many existing sites, particularly existing Medical Cannabis Dispensaries, are closing permanently). By creating a new retail use, the Project can serve to support the development of other retail and service uses in the general vicinity.*

*Key facilities in the surrounding neighborhood that serve youth are the One Fifty Parker Avenue School, Kids on Camera TV Acting (Drama School) and Laurel Hill Nursery School. These sites are located north-west, and south-west of 3415 California Street respectively and are at least 915 feet from the proposed facility.*

*Other facilities include Presidio Hill School, San Francisco University High School, Claire Lilienthal Elementary School, Wallenberg, Raoul Wallenberg High School, Drew School, Dr. William L. Cobb Elementary School, Theodore Roosevelt Middle School, Little School (Preschool), The Russian Hill School, which are all at least 1,000 feet from the proposed facility. Cannabis facilities are highly regulated, and it is more likely that youth would gain easy access to cannabis products through the unregulated market, which remains a large and dominant force in the market of San Francisco (partially due to the ease of cultivating cannabis products within a home and partially due to the slow rate of permitting of licensed locations in the City). While this area is traversed by a diverse population with many different age groups, any potential exposure to cannabis to youth that pass by will be mitigated by the strong security presence at the storefront, no visible product from the windows and a staff that is not only monitoring the storefront but also 50 feet in either direction of the store. No one under the age of 21 is allowed in the store, with the exception of persons aged 18 and above possessing a valid doctor's recommendation. The store will only cater to adults who intend to consume cannabis responsibly either medically or recreationally. By providing a regulated, legal market within the neighborhood, the proposed business would further discourage unregulated sales, making youth access to cannabis products more restricted. The Project Sponsor implicated that they will engage with the San Francisco Police Department to discuss support for youth education programs and will intend to support local non-profits and community safety programs run by faith based groups and non-profits.*

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

**COMMERCE AND INDUSTRY ELEMENT**

**Objectives and Policies**

**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.

**OBJECTIVE 3:**

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

**Policy 3.1:**

Promote the attraction, retention and expansion of commercial and industrial firms which provide employment improvement opportunities for unskilled and semi-skilled workers.

**Policy 3.2:**

Promote measures designed to increase the number of San Francisco jobs held by San Francisco residents.

**OBJECTIVE 4**

**IMPROVE THE VIABILITY OF EXISTING INDUSTRY IN THE CITY AND THE ATTRACTIVENESS OF THE CITY AS A LOCATION FOR NEW INDUSTRY.**

**Policy 4.8:**

Provide for the adequate security of employees and property.

**OBJECTIVE 6**

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

**Policy 6.2**

Promote economically vital neighborhood commercial districts which foster small business enterprises and entrepreneurship, and which are responsive to economic and technological innovation in the marketplace and society.

*The Cannabis industry provides great potential for the City in that it is a rapidly expanding industry, with very highly developed equity ownership, hiring, and procurement requirements, that employs blue-collar workers with wages and benefits typically far higher than other types of retail services. The City Controller's Office December 2019 report titled, "[Cannabis in San Francisco: A Review Following Adult Use Legalization](#)," found that crime rates, particularly property crimes, generally decreased in the areas immediately surrounding Cannabis storefronts and dispensaries, compared to an overall increase Citywide. The uses are extremely regulated both at the State and local level, and following any Planning Department approval of a site, additional outreach still occurs to develop a Good Neighbor Policy, Security Plans (with review by SFPD), and Odor Mitigation Plans. By activating existing retail spaces in the City (which suffer from high vacancy rates), employing many blue-collar workers, furthering the City's equity goals, and providing alternative medicines that are recognized as helping many residents suffering through pain, Cannabis Retail projects further many of the goals of the City's General Plan and area plans.*

- 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 site will provide a new retail tenant and new use for the neighborhood. The addition of this business will enhance foot traffic to the benefit neighboring businesses. Cannabis is one of the fastest growing job categories in the country and one of the few retail uses that is burgeoning even in the face of e-commerce.*

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

*No housing is impacted by the Project. The building exterior is maintained, preserving neighborhood character.*

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

*The Project has no effect on housing and does not convert housing to a non-residential use.*

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

*The Project site is extremely well-served by transit. It is presumable that the employees would commute by transit thereby mitigating possible effects on street parking. Providing access to cannabis products broadly in the City reduces the need for medical or adult use customers to transit across neighborhoods to purchase products.*

- 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.

*Though there is an accessory office use associated with the proposed project, there would be no displacement of any existing industrial or service businesses in the area.*

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

*Any construction associated with 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 Project Site is a Category A – Historic Resource building, built in 1949. No impact to the Historic Resource status is caused by the Project, which proposes only minor interior alterations and no changes to the existing exterior façade.*

- 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.

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. 2021-004963CUA** subject to the following conditions attached hereto as “EXHIBIT A” in general conformance with plans on file, dated October 16, 2021, 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 October 28, 2021.

Jonas P. Ionin  
Commission Secretary

AYES:

NAYS:

ABSENT:

ADOPTED:        October 28, 2021

## EXHIBIT A

### Authorization

This authorization is for a conditional use to allow a Cannabis Retail Use (d.b.a. Element 7) located at 3415 California Street, Block 1043, and Lot 002, pursuant to Planning Code Sections 202.2, 303, and 713, within the NC-S – Neighborhood Commercial Shopping Center District Zoning District, and a 40-X Height and Bulk District; in general conformance with plans, dated October 16, 2021, and stamped “EXHIBIT B” included in the docket for Record No. 2021-004963UA and subject to conditions of approval reviewed and approved by the Commission on October 28, 2021 under Motion No. XXXXX. 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 October 28, 2021 under Motion No. XXXXX.

### Printing of Conditions of Approval on Plans

The conditions of approval under the 'Exhibit A' of this Planning Commission Motion No. XXXXX 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 628.652.7463, [www.sfplanning.org](http://www.sfplanning.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 628.652.7463, [www.sfplanning.org](http://www.sfplanning.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 628.652.7463, [www.sfplanning.org](http://www.sfplanning.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 628.652.7463, [www.sfplanning.org](http://www.sfplanning.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 628.652.7463, [www.sfplanning.org](http://www.sfplanning.org)*



6. **Additional Project Authorization.** The Project Sponsor shall obtain operating licenses from the City's Office of Cannabis and the State of California prior to commencing any cannabis sales or other activities per Planning Code Section 202.2(a)(5).

*For information about compliance, contact Code Enforcement, Planning Department at 628.652.7463, [www.sf-planning.org](http://www.sf-planning.org)*

## **Design – Compliance at Plan Stage**

7. **Transparency and Fenestration.** Pursuant to Planning Code Section 145.1, the site shall be maintained 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.

*For information about compliance, contact Code Enforcement, Planning Department at 628.652.7463, [www.sf-planning.org](http://www.sf-planning.org)*

8. **Garbage, Composting and Recycling Storage.** Space for the collection and storage of garbage, composting, and recycling shall be provided within enclosed areas on the property and clearly labeled and illustrated on the building permit plans. Space for the collection and storage of recyclable and compostable materials that meets the size, location, accessibility and other standards specified by the San Francisco Recycling Program shall be provided at the ground level of the buildings.

*For information about compliance, contact the Case Planner, Planning Department at 628.652.7454, [www.sf-planning.org](http://www.sf-planning.org)*

9. **Signage.** Signs and awnings shall be subject to review and approval by Planning Department.

*For information about compliance, contact the Case Planner, Planning Department at 628.652.7454, [www.sf-planning.org](http://www.sf-planning.org)*

## **Monitoring - After Entitlement**

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

*For information about compliance, contact Code Enforcement, Planning Department at 628.652.7463, [www.sf-planning.org](http://www.sf-planning.org)*

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

*For information about compliance, contact Code Enforcement, Planning Department at 628.652.7463, [www.sf-planning.org](http://www.sf-planning.org)*

## Operation

- 12. Sidewalk Maintenance.** The Project Sponsor shall maintain the main entrance to the building 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.

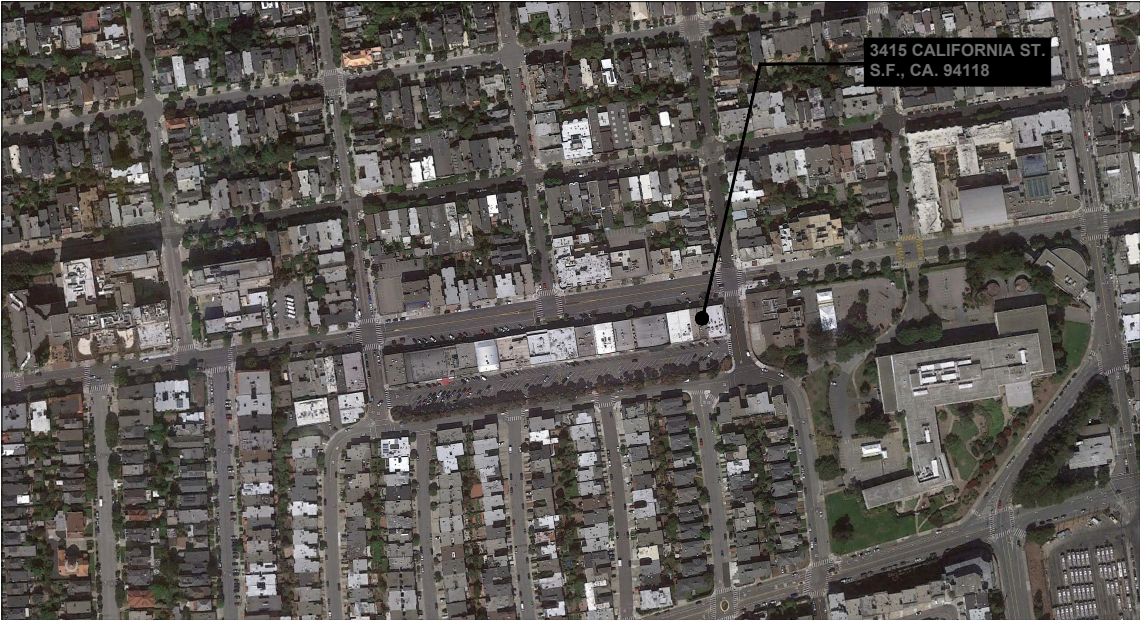
*For information about compliance, contact Bureau of Street Use and Mapping, Department of Public Works, 628.271.2000, [www.sfpublicworks.org](http://www.sfpublicworks.org)*

- 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 628.652.7463, [www.sf-planning.org](http://www.sf-planning.org)*

- 14. On-Site Consumption.** On-site consumption of packaged or prepared cannabis products is permitted as an accessory use to this Cannabis Retail use. On-site smoking or vaporizing of cannabis products is not permitted.

*For information about compliance, contact Code Enforcement, Planning Department at 628.652.7463, [www.sf-planning.org](http://www.sf-planning.org)*

GENERAL NOTES		GOVERNING CODE		SCOPE OF WORK		E7 LAUREL VILLAGE LLC.			
<div>1. IT IS THE INTENT OF THE ARCHITECT THAT THIS WORK BE IN CONFORMANCE WITH ALL REQUIREMENTS OF THE BUILDING AUTHORITIES HAVING JURISDICTION OVER THIS TYPE OF CONSTRUCTION AND OCCUPANCY.</div> <div>2. ALL CONSTRUCTION SHALL COMPLY WITH APPLICABLE BUILDING CODES AND LOCAL RESTRICTIONS. CONTRACTORS MUST COMPLY WITH CONTRACTOR REGISTRATION REQUIREMENTS OF ALL GOVERNING AUTHORITIES.</div> <div>3. ALL CONTRACTORS AND SUBCONTRACTORS WILL THOROUGHLY FAMILIARIZE THEMSELVES WITH THESE CONSTRUCTION DOCUMENTS AND WILL VERIFY EXISTING SITE / BUILDING CONDITIONS PRIOR TO BID SUBMITTAL.</div> <div>4. THE GENERAL BUILDING PERMITS SHALL BE PAID FOR BY THE OWNER. ALL OTHER PERMITS SHALL BE SECURED AND PAID FOR BY THE SUBCONTRACTOR DIRECTLY RESPONSIBLE. ALL REQUIRED CITY, COUNTY AND/OR STATE LICENSES SHALL BE ACQUIRED AND PAID FOR BY THE INDIVIDUAL SUBCONTRACTOR.</div> <div>5. APPROVED PLANS SHALL BE KEPT IN A PLAIN BOX AND SHALL NOT BE USED BY WORKMEN. ALL CONSTRUCTION SETS SHALL REFLECT SAME INFORMATION. CONTRACTOR SHALL MAINTAIN ONE COMPLETE SET OF PLANS ON THE PREMISES IN GOOD CONDITION AT ALL TIMES. THIS SHALL INCLUDE ALL ADDENDA AND CHANGE ORDERS.</div> <div>6. DISCREPANCIES BETWEEN PORTIONS OF THE CONTRACT DOCUMENTS, DRAWINGS AND SPECIFICATIONS ARE NOT INTENDED. THE CONTRACTOR IS TO CLARIFY SUCH DISCREPANCIES WITH THE ARCHITECTS/CONSULTANTS PRIOR TO COMMENCING WORK.</div> <div>7. VERIFY ALL DIMENSIONS IN THE FIELD. ALL EXITING PLAN DIMENSIONS ARE TO FINISHED FACE OF WALLS/MASONRY. ALL NEW INTERIOR DIMENSIONS ARE TO THE FACE OF STUDS, U.N.O.</div> <div>8. STATED DIMENSIONS TAKE PRECEDENCE OVER GRAPHICS, DO NOT SCALE DRAWINGS TO DETERMINE LOCATIONS. NOTIFY THE ARCHITECT / CONSULTANTS OF ANY SUCH DISCREPANCIES PRIOR TO CONTINUING WITH WORK.</div> <div>9. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE ALL EXISTING UTILITIES AND TO PROTECT THEM FROM DAMAGE.</div> <div>10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE COMPLETE SECURITY OF THE SITE WHILE JOB IS IN PROGRESS AND UNTIL BUILDING IS OCCUPIED.</div> <div>11. GENERAL CONTRACTOR TO REFER TO THESE DOCUMENTS AS WELL AS SPECIFICATIONS FOR IDENTIFICATION OF ALL OWNER SUPPLIED ITEMS. ALL ITEMS NOT MARKED AS 'OWNER SUPPLIED' ARE TO BE SUPPLIED BY GENERAL CONTRACTOR, UNLESS NOTED OTHERWISE. ALL ITEMS ARE TO BE INSTALLED BY GENERAL CONTRACTOR.</div>		<div>THIS PROJECT SHALL COMPLY WITH THE FOLLOWING, INCLUDING LOCAL AMENDMENTS:</div> <div>2019 CALIFORNIA BUILDING CODE (CBC)</div> <div>2019 CALIFORNIA EXISTING BUILDING CODE</div> <div>2019 CALIFORNIA FIRE CODE (CFC)</div> <div>2019 CALIFORNIA MECHANICAL CODE (CMC)</div> <div>2019 CALIFORNIA PLUMBING CODE (CPC)</div> <div>2019 CALIFORNIA ELECTRICAL CODE (CEC)</div> <div>2019 CALIFORNIA GREEN BUILDING STANDARD CODE (CGBS)</div> <div>2019 CALIFORNIA ENERGY CODE</div> <div>2019 CALIFORNIA ENERGY EFFICIENCY STANDARDS (CEES)</div> <div>2020 CALIFORNIA RETAIL FOOD CODE</div> <div>THE CITY &amp; COUNTY MUNICIPAL CODE (LATEST EDITION)</div> <div><div><div></div><div>MEDICAL AND ADULT USE CANNABIS REGULATION AND SAFETY ACT (MAUCRSA)</div></div><div><div></div><div>CALIFORNIA MEDICAL MARIJUANA REGULATION AND SAFETY ACT (MMRSA):</div><div><div>TYPE 6</div><div>MANUFACTURER</div></div><div><div>TYPE 10</div><div>GENERAL DISPENSARY</div></div><div><div>TYPE 11</div><div>DISTRIBUTION</div></div></div></div> <div>NOTE: CALIFORNIA ASSEMBLY BILL 3002 ENCOURAGES THE APPLICANT AND PROPERTY OWNER TO SEEK A CASp (CERTIFIED ACCESS SPECIALIST) CONSULTATION AND INSPECTION OF THE PROPERTY. THE LEGAL NOTICE AND DIRECTORY OF CASp INSPECTORS IS AVAILABLE AT THE LOCAL BUILDING DEPARTMENT.</div>		<div>THE PROPOSAL IS TO CONVERT AN EXISTING RESTAURANT/RETAIL STOREFRONT INTO A RETAIL CANNABIS DISPENSARY LOCATION. THE SITE IS SITUATED ALONG CALIFORNIA STREET, NESTLED IN BETWEEN A VARIETY OF RETAIL STORES WITH A SIZEABLE PEDESTRIAN WALKWAY AND STREET PARKING.</div> <div>THE PROPOSED SITE WORK COMPRISES OF INTERIOR RENOVATION AND FIT-OUT, AS WELL AS NEW SIGNAGE ON THE EXTERIOR. THERE WILL BE NO EXCAVATION AND/OR SOIL DISTURBANCE DURING THE PROPOSED PROJECT UNDERTAKING.</div>		<div>PROPOSED PROPERTY DEVELOPMENT</div> <div>CANNABIS RETAIL DISPENSARY &amp; DELIVERY</div> <div>3415 CALIFORNIA ST. SAN FRANCISCO, CA. 94118</div>			
				<div>DRAWING INDEX:</div> <div>ARCHITECTURAL</div> <div>A00 COVER SHEET</div> <div>A01 SITE PLAN</div> <div>A02 EXISTING FLOOR PLANS</div> <div>A03 PROPOSED FLOOR PLANS</div> <div>A04 DEMOLITION PLANS</div> <div>A05 ELEVATIONS</div> <div>A06 SECURITY PLANS</div> <div>(where applicable):</div> <div>STRUCTURAL</div> <div>UNDER SEPARATE PERMIT</div> <div>MECHANICAL</div> <div>UNDER SEPARATE PERMIT</div> <div>PLUMBING</div> <div>UNDER SEPARATE PERMIT</div> <div>ELECTRICAL</div> <div>UNDER SEPARATE PERMIT</div>		<div>3415 CALIFORNIA ST. S.F., CA. 94118</div> 			
		<div>CODE ANALYSIS</div>		<div>DEFERRED SUB.</div>		<div>PROPERTY INFO:</div>		<div>PROJECT TEAM</div>	
<div>12. FOR CONSTRUCTION DETAILS NOT SHOWN, USE THE MANUFACTURER'S APPROVED SHOP DRAWINGS / DATA SHEETS IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS.</div> <div>13. ALL DEBRIS SHALL BE REMOVED FROM PREMISES AND ALL AREAS SHALL BE LEFT IN A CLEAN (BROOM) CONDITION AT ALL TIMES.</div> <div>14. CONTRACTOR SHALL SUPPLY, LOCATE AND BUILD INTO THE WORK ALL INSERTS, ANCHORS, ANGLES, BLOCKING, PLATES, OPENINGS, SLEEVES, HANGERS, AS MAY BE REQUIRED TO ATTACH AND ACCOMMODATE OTHER WORK.</div> <div>15. MATERIALS LISTED IN DRAWINGS ARE BASED ON DESIGN INTENT. ALTERNATE SPECIFICATIONS MAY BE ACCEPTED PROVIDED THEY CLOSELY MATCH THE SPECIFIED MATERIAL. CONTRACTOR IS TO SUBMIT PROPOSED SAMPLES OF SUBSTITUTIONS, ALONG WITH SAMPLE OF THAT SPECIFIED IN DRAWINGS FOR REVIEW BY THE ARCHITECT / CONSULTANTS.</div>		<div>USE GROUP-M, MERCANTILE RETAIL (RETAIL MARIJUANA DISPENSARY)</div>		<div>SEPARATE APPLICATIONS, PLAN CHECKS AND PERMITS ARE REQUIRED FOR:</div> <div>1. EXTERIOR BUILDING SIGNAGE</div> <div>2. STORAGE RACKS (IF NOTED)</div> <div>3. SMOKE ALARM SYSTEM</div>		<div>APN / PARCEL ID: 1034 - 002</div> <div>YEAR BUILT: 1949</div> <div>ZONING DISTRICT: NCS</div> <div>LAND USE: RETAIL (M)</div> <div>OCCUPANCY: RETAIL</div> <div>PREVIOUS BUSINESS: ARTESANO LATIN COMFORT FOOD</div> <div>EXIST. # OF STORIES: 1 STOREY w/ MEZZANINE</div> <div>EXIST. LOT AREA: 0.078 acres (3,420 ft²)</div> <div>PROPOSED. BUILDING AREA: 2,260 ft² LIVABLE AREA</div> <div>PROPOSED. BUILDING HEIGHT: 16'-10" UPPER CEILING HEIGHT</div> <div>PROPOSED LANDSCAPE AREA: N/A</div> <div>PROPOSED CONSTRUCTION TYPE: INTERIOR FIT-OUT ONLY</div> <div>VEHICLE PARKING: STREET PARKING</div> <div>BICYCLE PARKING: AVAILABLE ON PED. WALKWAY</div> <div>USABLE OPEN SPACE: 2,260 ft²</div>		<div>DEVELOPER</div> <div>ELEMENT 7 LAUREL VILLAGE LLC.</div> <div>8033 SUNSET BLVD.</div> <div>LOS ANGELES, CA. 90046</div> <div>ARCHITECT</div> <div>CONTRACTOR</div>	
<div>FIRE DEPARTMENT NOTES</div>									



PROFESSIONAL SEAL

## LAUREL VILLAGE

## Proposed Property Development Cannabis Retail Dispensary & Delivery

33415 CALIFORNIA ST. SAN FRANCISCO, CA. 94118

COVER SHEET

NO.	DATE	REVISION / ISSUE
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APN: 1034 - 002

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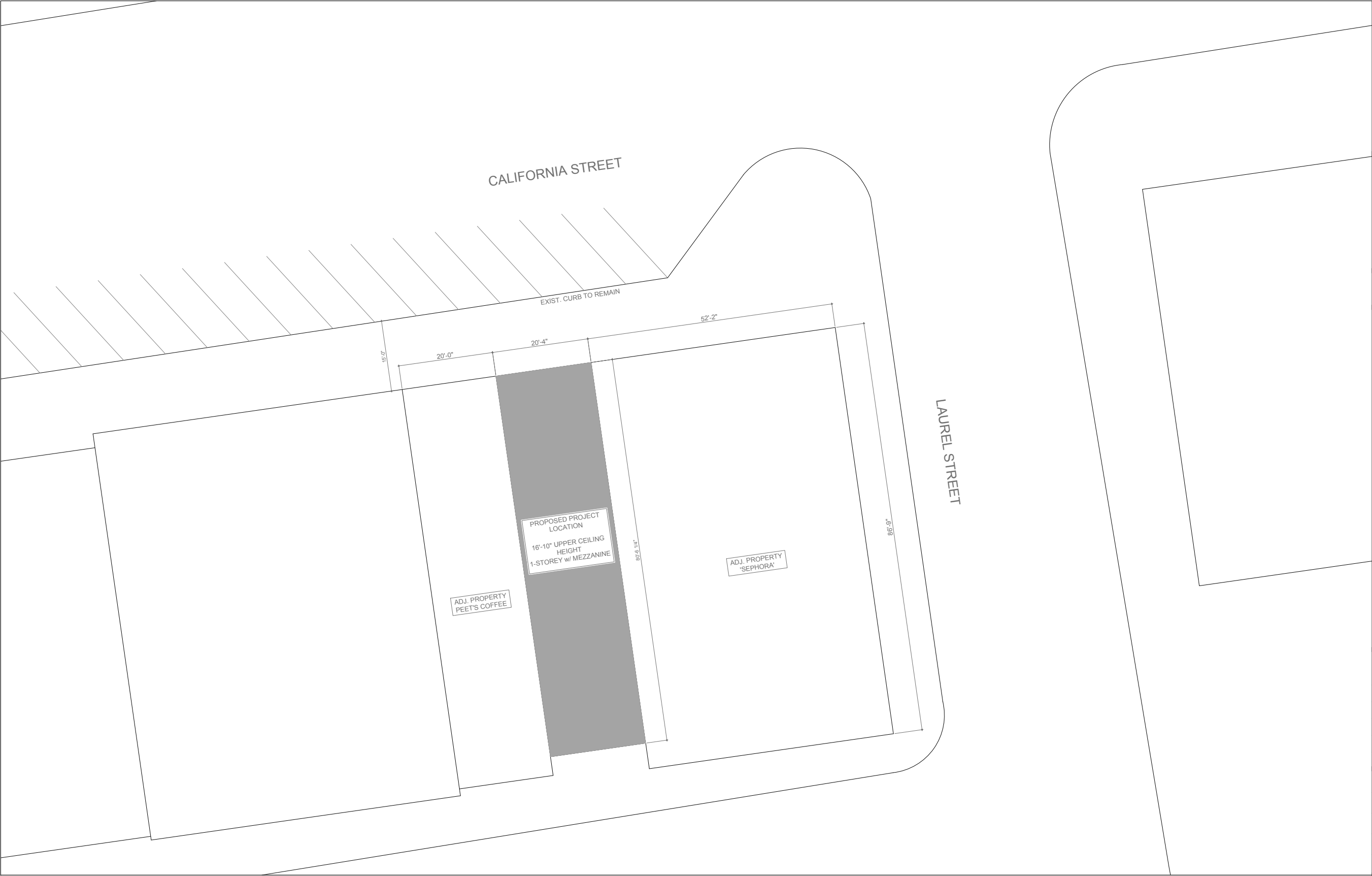
DATE	OCT. 16 2021
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SCALE	AS NOTED
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SHEET SIZE	11X17
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SHEET NO

# A00



ELEMENT 7

PROFESSIONAL SEAL

LAUREL VILLAGE

Proposed Property Development  
Cannabis Retail Dispensary & Delivery

3415 CALIFORNIA ST. SAN FRANCISCO, CA. 94118

SITE PLAN

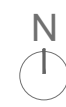
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APN: 1034 - 002
DRAWN BY R.F.
DATE OCT. 16 2021
SCALE AS NOTED
SHEET SIZE 11X17

SHEET NO.

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A01

SITE PLAN  
SCALE: 1" = 40'-0"



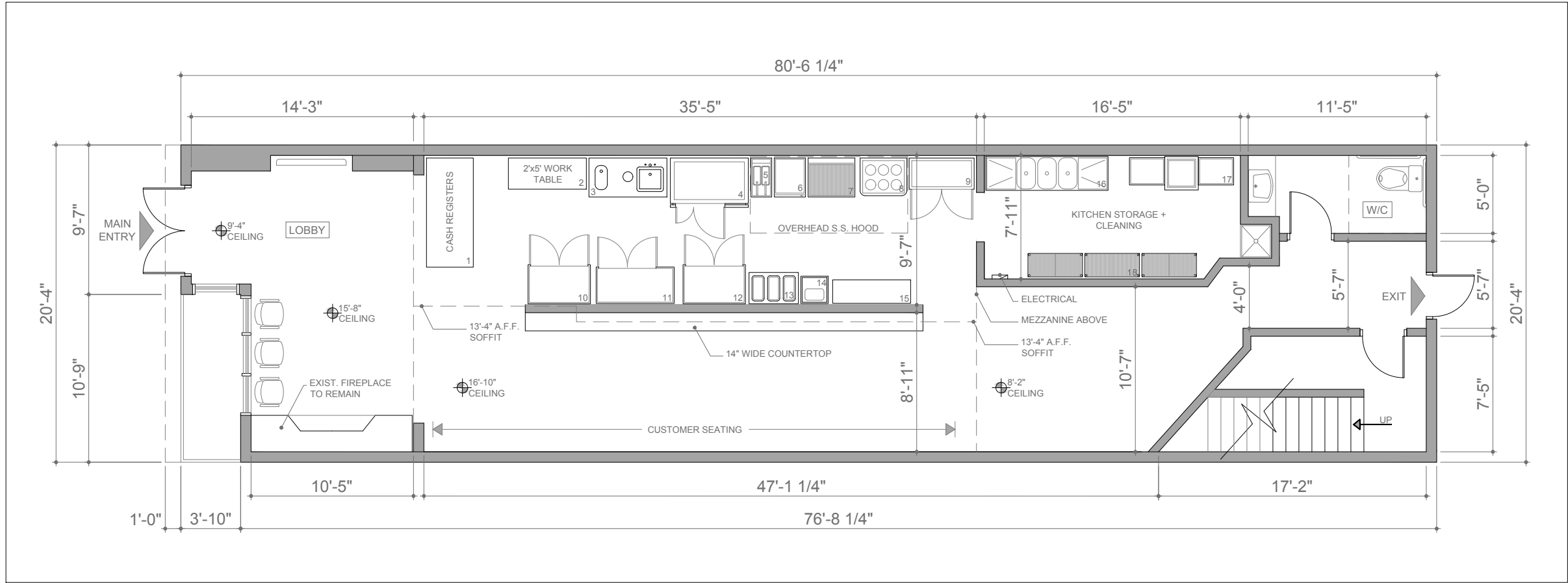
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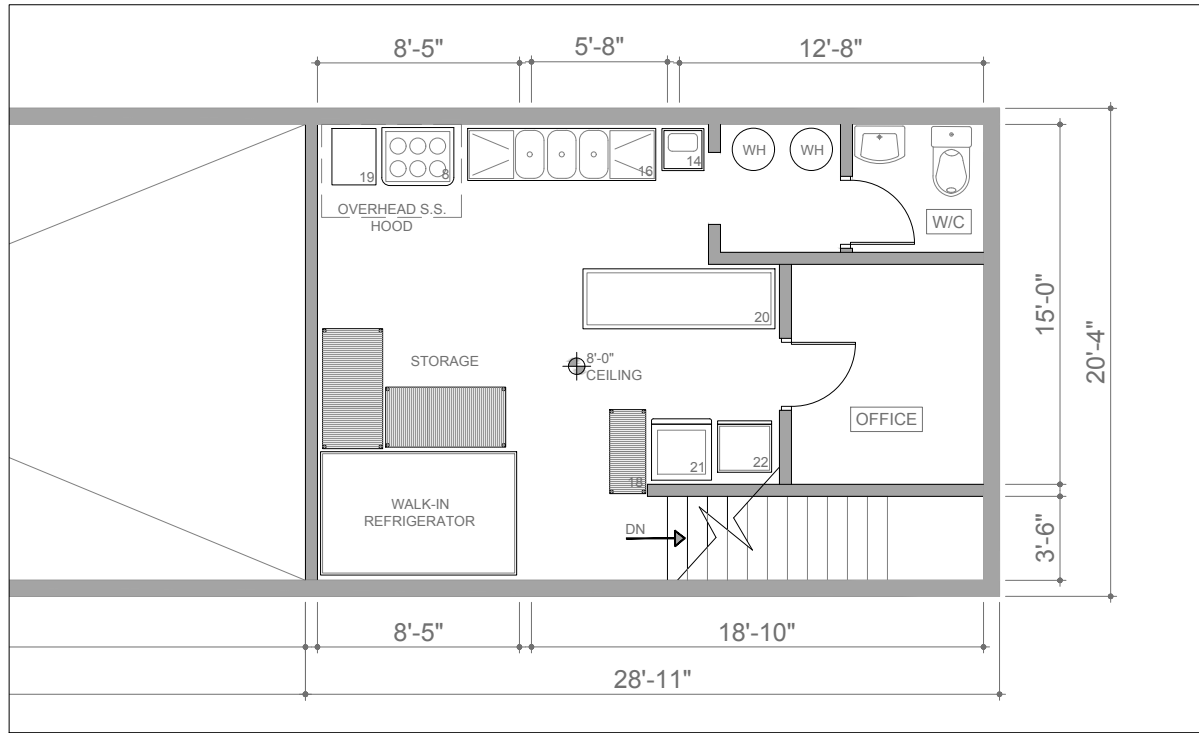
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DATE	OCT. 16 2021
SCALE	AS NOTED
SHEET SIZE	11X17
SHEET NO.	



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A02

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

N

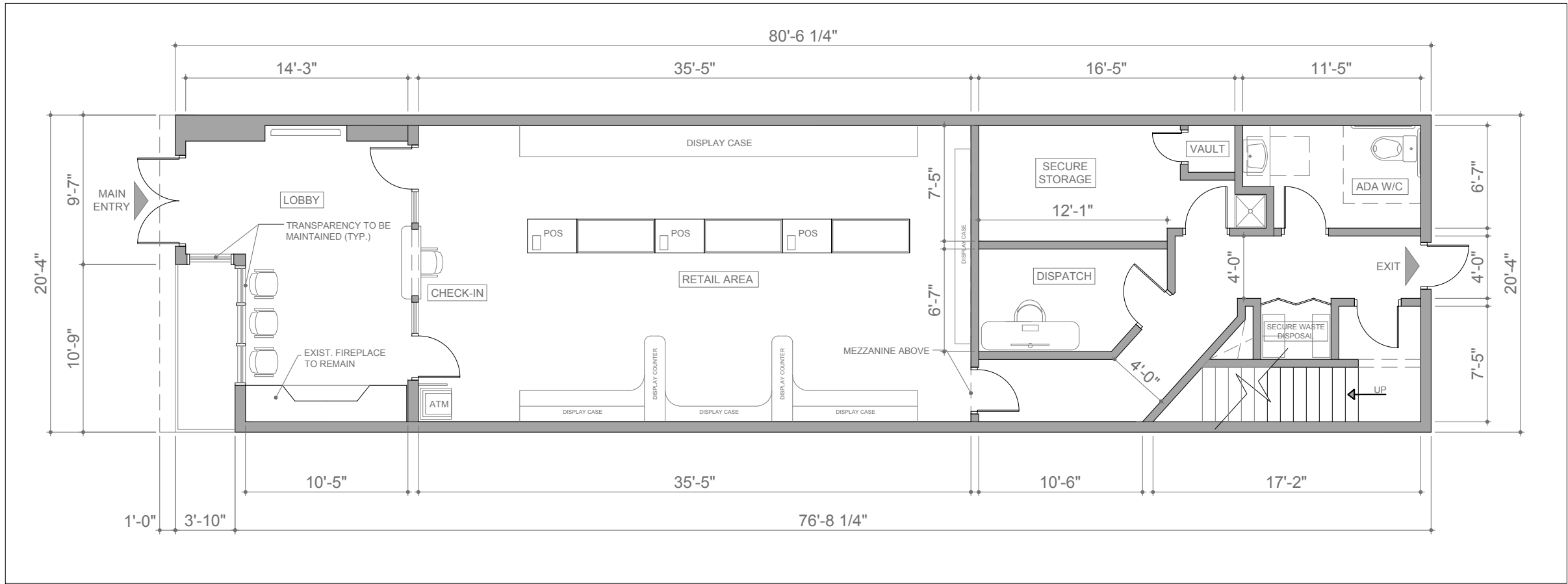


2  
A02

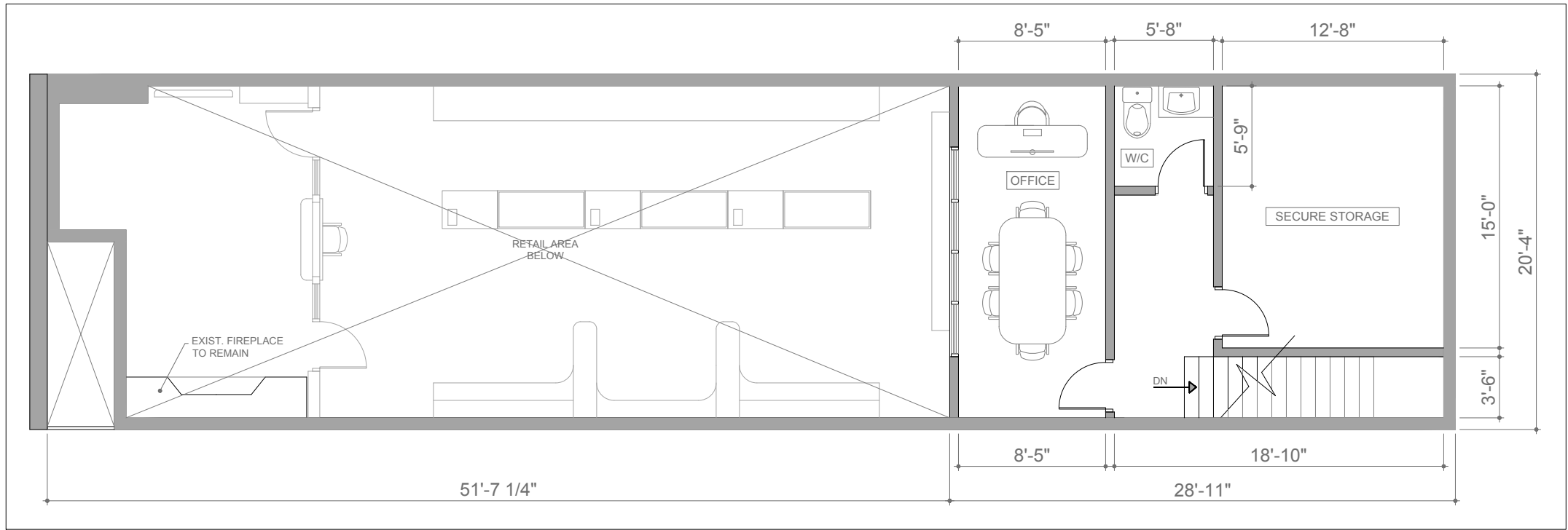
MEZZANINE PLAN  
SCALE: 1/8" = 1'-0"

N

KITCHEN EQUIPMENT KEY	
1	CASH REGISTERS
2	2'x5' WORK TABLE
3	HAND SINK + ICE PAN
4	60" COUNTER HEIGHT FRIDGE
5	16" DEEP FRYER
6	24" GRIDDLE
7	36" BROILER
8	36" RANGE
9	54" REFRIGERATOR
10	48" WORK-TOP FRIDGE
11	60" SANDWICH PREP STATION
12	48" WORK-TOP FREEZER
13	44" HOT FOOD TABLE
14	HAND SINK
15	60" SANDWICH PREP STATION
16	3-SINK UNIT
17	DISHWASHER
18	3x 1'6" x 3'-0" STORAGE RACKS
19	24" PROOFER
20	2'-6" x 8'-0" S.S. TABLE
21	30" ICE MACHINE
22	27" FREEZER



1  
A03 FLOOR PLAN  
SCALE: 1/8" = 1'-0" N



2  
A03 MEZZANINE PLAN  
SCALE: 1/8" = 1'-0" N

NOTE:  
THERE WILL BE NO PROPOSED PRODUCT DISPLAY TABLES WITHIN THE VICINITY OF ANY EXTERIOR WALL OR GLAZING PARTITION. THEREFORE, NO PRODUCT WILL BE VISIBLE FROM STREET VIEW AT ANY TIME



PROFESSIONAL SEAL  
LAUREL VILLAGE

Proposed Property Development  
Cannabis Retail Dispensary & Delivery  
3415 CALIFORNIA ST. SAN FRANCISCO, CA. 94118  
PROPOSED FLOOR PLANS

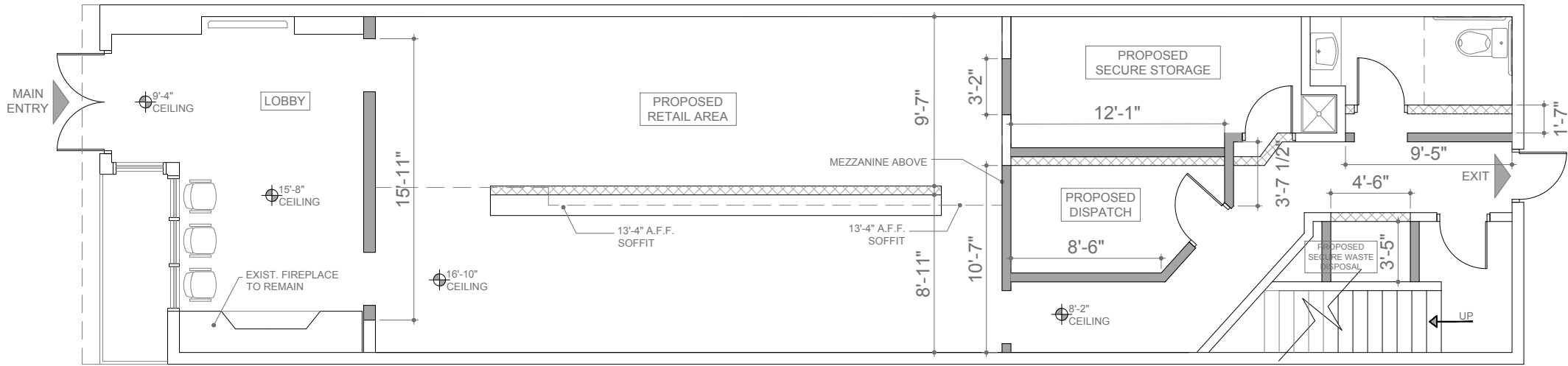
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A03

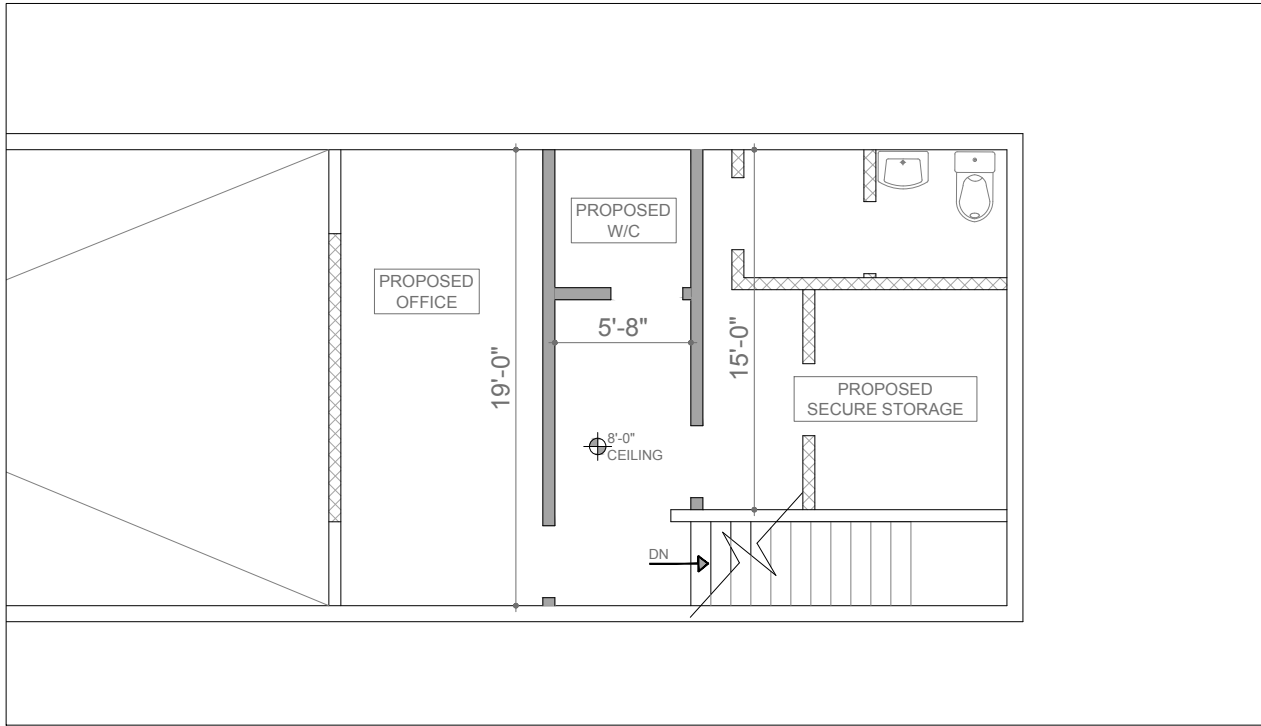
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DATE	OCT. 16 2021
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SHEET NO.	



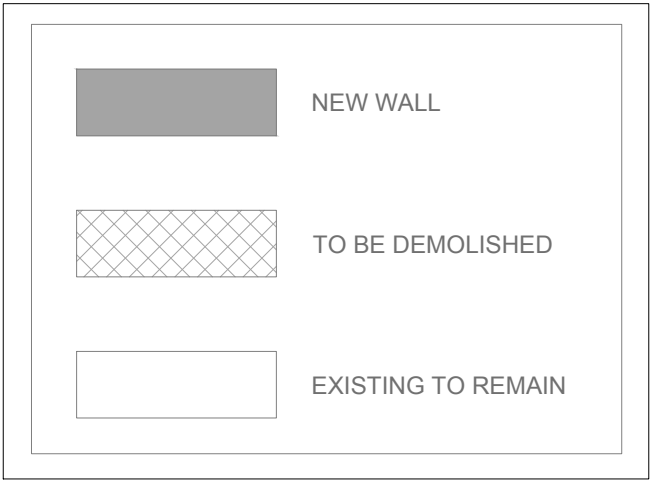
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A04

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



2  
A04

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





ELEMENT 7

PROFESSIONAL SEAL

LAUREL VILLAGE

Proposed Property Development  
Cannabis Retail Dispensary & Delivery

3415 CALIFORNIA ST. SAN FRANCISCO, CA. 94118

ELEVATIONS

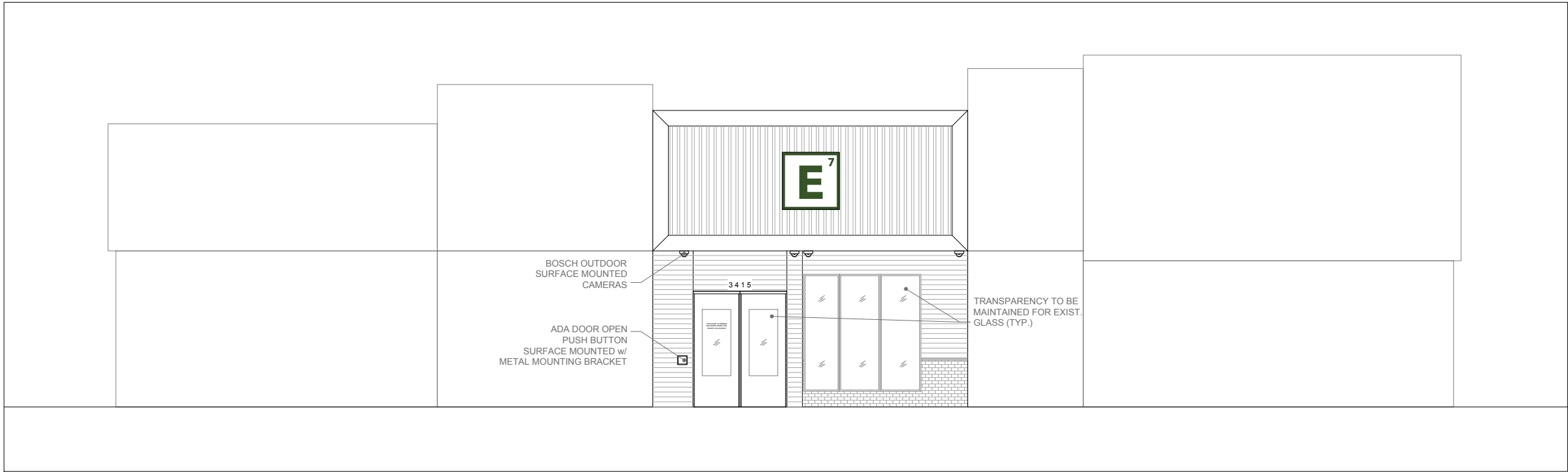
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DATE \_\_\_\_\_ OCT. 16 2021  
SCALE \_\_\_\_\_ 1/16" = 1'-0"  
SHEET SIZE \_\_\_\_\_ 11X17  
SHEET NO. \_\_\_\_\_

A05



1  
A05  
EXISTING ELEVATION  
SCALE: 1/8" = 1'-0"



2  
A05  
PROPOSED ELEVATION  
SCALE: 1/8" = 1'-0"



PROFESSIONAL SEAL

LAUREL VILLAGE

Proposed Property Development  
Cannabis Retail Dispensary & Delivery

3415 CALIFORNIA ST. SAN FRANCISCO, CA. 94118

PROPOSED FLOOR PLANS

NO.	DATE	REVISION / ISSUE
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APN: 1034 - 002

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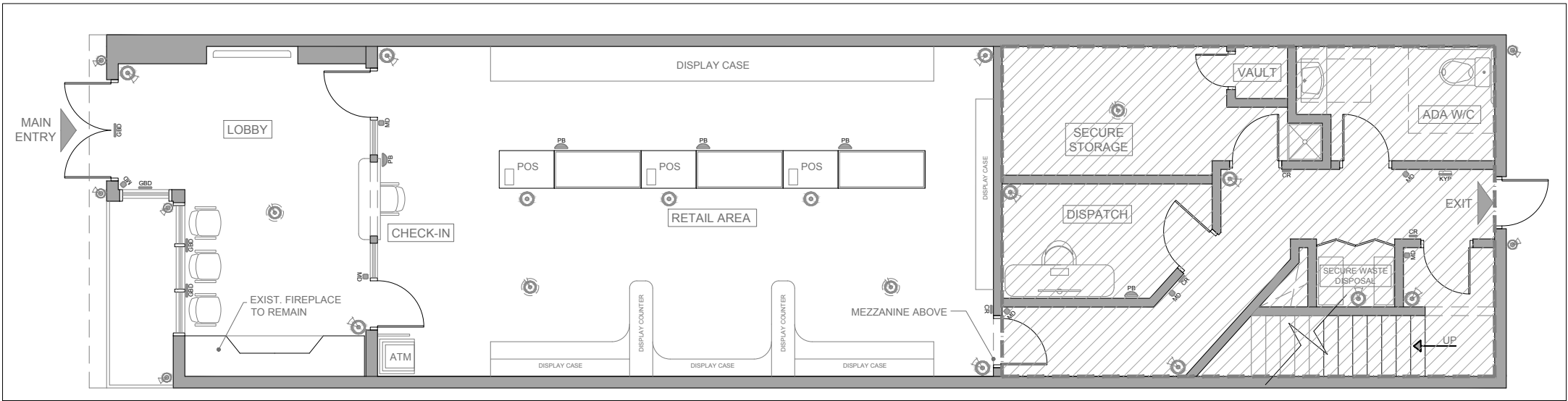
DATE OCT. 16 2021

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A06



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A06

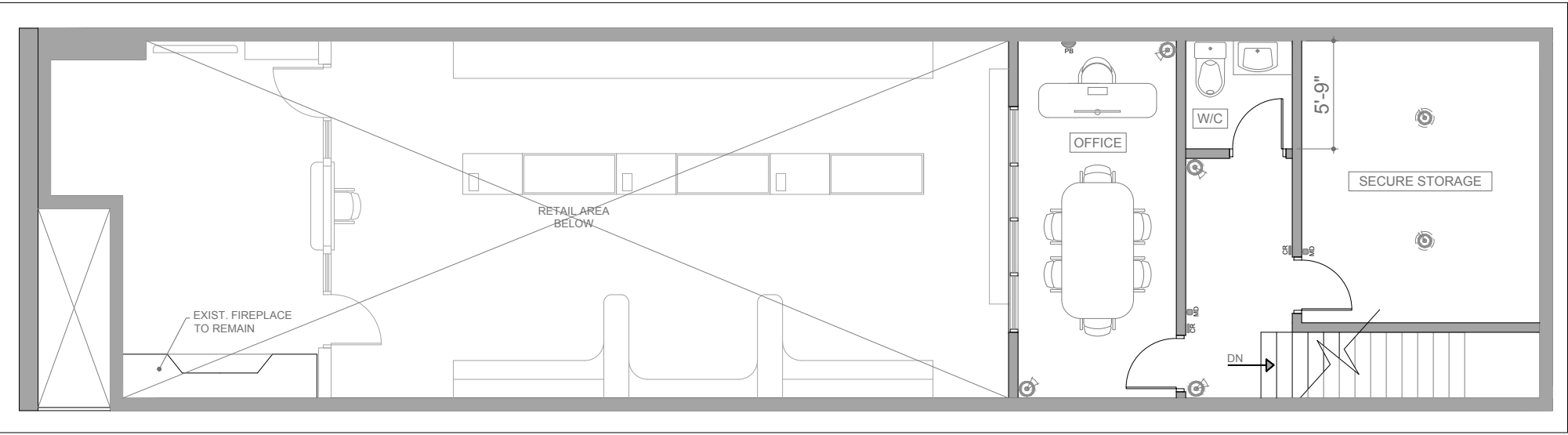
SECURITY PLAN - GROUND  
SCALE: 1/8" = 1'-0"

LEGEND

#	SECURITY EQUIPMENT LEGEND (GROUND FLOOR):	QTY.
11	BOSCH OUTDOOR CAMERA [PB-NDE5503AL]	6
12	BOSCH INDOOR CAMERA [NDV-3503-F03] (min. 2 cameras / room)	17
13	BOSCH 360° PANORAMIC CAMERA [NUC-52051-F0]	6
20	BOSCH TWO-LINE ALPHA SECURITY SYSTEM KEYPAD [DS-B920]	1
21	BOSCH GLASS BREAK DETECTOR [DS-DS1101I]	4
22	BOSCH PANIC BUTTON [DS-ISCPB1100]	1
23	BOSCH MOTION DETECTOR FOR ALARM SYSTEM [ISC-PDL1-WA18G]	2
26	ADI SMART CARD READER [DS-ARDSER10W]	6









BOSCH EXT. CAMERA MOUNTING SPEC:

.././././Desktop/Screen Shot 2021-09-30 at 7.47.13 PM.png



2  
A06

SECURITY PLAN - SECOND  
SCALE: 1/8" = 1'-0"

11	INDOOR CAMERA (2 cameras / room) NDV-3503-F03  DESCRIPTION: FLEXIDOME IP Micro 3000i (Bosch Indoor Camera)  SUPPLIER: Bosch Certified Dealer UNITS REQUIRED: LINK: <a href="https://resources-boschsecurity-cdn.azureedge.net/public/documents/FLEXIDOME_IP_micro_3_Data_sheet_enUS_73270000523.pdf">https://resources-boschsecurity-cdn.azureedge.net/public/documents/FLEXIDOME_IP_micro_3_Data_sheet_enUS_73270000523.pdf</a>		20	TWO-LINE ALPHA SECURITY SYSTEM KEYPAD (DS-B920)  DESCRIPTION: Numeric Keyboard for Alarm System  SUPPLIER: Bosch Certified Dealer UNITS REQUIRED: LINK: <a href="https://resources-boschsecurity-cdn.azureedge.net/public/documents/B920_datasheet_Data_sheet_enUS_10683747211.pdf">https://resources-boschsecurity-cdn.azureedge.net/public/documents/B920_datasheet_Data_sheet_enUS_10683747211.pdf</a>		23	MOTION DETECTOR FOR ALARM SYSTEM (ISC-PDL1-WA18G)  DESCRIPTION: 60"X80" TRI-Tech+ Detector w/ ANTI MASK Motion Detector  SUPPLIER: Bosch Certified Dealer UNITS REQUIRED: LINK: <a href="https://resources-boschsecurity-cdn.azureedge.net/public/documents/Verbose_ISC_PDL1_WA1_Installation_Manual_enUS_1508059787.pdf">https://resources-boschsecurity-cdn.azureedge.net/public/documents/Verbose_ISC_PDL1_WA1_Installation_Manual_enUS_1508059787.pdf</a>	
12	OUTDOOR CAMERA PB-NDE5503AL  DESCRIPTION: FLEXIDOME IP 3000i IR (Bosch Outdoor Camera)  SUPPLIER: Bosch Certified Dealer UNITS REQUIRED: LINK: <a href="https://resources-boschsecurity-cdn.azureedge.net/public/documents/FLEXIDOME_IP_3000i_IR_Data_sheet_enUS_73270028939.pdf">https://resources-boschsecurity-cdn.azureedge.net/public/documents/FLEXIDOME_IP_3000i_IR_Data_sheet_enUS_73270028939.pdf</a>		21	GLASS BREAK DETECTOR (DS-DS1101I)  DESCRIPTION: #DET SYS SFC MNT GLS BRK DETECT  SUPPLIER: Bosch Certified Dealer UNITS REQUIRED: LINK: <a href="https://resources-boschsecurity-cdn.azureedge.net/public/documents/DS1101_Series_Data_sheet_enUS_2636471179.pdf">https://resources-boschsecurity-cdn.azureedge.net/public/documents/DS1101_Series_Data_sheet_enUS_2636471179.pdf</a>		26	SMART CARD READER (DS-ARDSER10W)  DESCRIPTION: Lectus Secure 1000 Wi L Class Reader  SUPPLIER: ADI UNITS REQUIRED: LINK: <a href="https://resources-boschsecurity-cdn.azureedge.net/public/documents/Data_sheet_enUS_22548078683.pdf">https://resources-boschsecurity-cdn.azureedge.net/public/documents/Data_sheet_enUS_22548078683.pdf</a>	
13	360 PANORAMIC CAMERA (NUC-52051-F0)  DESCRIPTION: NDE-5503-AL Fixed Dome 5MP HDR 3-10mm Auto IP66 (Indoor Camera)  SUPPLIER: Bosch Certified Dealer UNITS REQUIRED: LINK: <a href="https://resources-boschsecurity-cdn.azureedge.net/public/documents/NUC_52051_Data_sheet_enUS_18780709643.pdf">https://resources-boschsecurity-cdn.azureedge.net/public/documents/NUC_52051_Data_sheet_enUS_18780709643.pdf</a>		22	PANIC BUTTON (DS-ISCPB1100)  DESCRIPTION: Wall-Mounted Panic Buttons  SUPPLIER: Bosch Certified Dealer UNITS REQUIRED: LINK: <a href="https://resources-boschsecurity-cdn.azureedge.net/public/documents/DS1101_Series_Data_sheet_enUS_2636471179.pdf">https://resources-boschsecurity-cdn.azureedge.net/public/documents/DS1101_Series_Data_sheet_enUS_2636471179.pdf</a>				



## CEQA Exemption Determination

### PROPERTY INFORMATION/PROJECT DESCRIPTION

<b>Project Address</b>		<b>Block/Lot(s)</b>
3415 California ST		1034002
<b>Case No.</b>		<b>Permit No.</b>
2021-004963PRJ		
<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>
<p><b>Project description for Planning Department approval.</b></p> <p>Our proposal contemplates a holistic wellness cannabis dispensary with a focus on medicine, plant based therapies, and education at 3415 California Street (Artesano). Patients and customers would be separated from the dispensary by a fully secured lobby and the business will have strict operating procedures, check-in policies, and a fully integrated neighborhood management plan focused on creating positives from the business.</p> <p>The business is backed with enough funding to build, scale and operate the business, with \$1.2M of committed start-up and operations funding for operations in Laurel Village. Element 7 would generate significant taxes payable to San Francisco annually from the cannabis operations. In addition, we would create over 10 new local jobs, additional incremental business income to a number of local businesses and contribute \$50,000 of Element 7's funds annually to local non-profits to drive lasting positive social change.</p>		

### STEP 1: EXEMPTION TYPE

<b>The project has been determined to be 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 checked="" 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.
<input type="checkbox"/>	<b>Other _____</b>
<input type="checkbox"/>	<b>Common Sense Exemption (CEQA Guidelines section 15061(b)(3)).</b> It can be seen with certainty that there is no possibility of a significant effect on the environment.

## STEP 2: ENVIRONMENTAL SCREENING ASSESSMENT

### 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. use of diesel construction equipment, backup diesel generators, heavy industry, diesel trucks, etc.)? <i>(refer to the Environmental</i>
<input type="checkbox"/>	<b>Hazardous Materials:</b> <input type="checkbox"/> <b>Mahe</b> or <input type="checkbox"/> <b>Cortese</b> Is the project site located within the Maher area or on a site containing potential subsurface soil or groundwater contamination and would it involve ground disturbance of at least 50 cubic yards or a change of use from an industrial use to a residential or institutional use? Is the project site located on a Cortese site or would the project involve work on a site with an existing or former gas station, parking lot, auto repair, dry cleaners, or heavy manufacturing use, or a site with current or former underground storage tanks? <i>if Maher box is checked, note below whether the applicant has enrolled in or received a waiver from the San Francisco Department of Public Health (DPH) Maher program, or if Environmental Planning staff has determined that hazardous material effects would be less than significant.</i> <b>Note that a categorical exemption shall not be issued for a project located on the Cortese List</b>
<input 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? Would the project involve the intensification of or a substantial increase in vehicle trips at the project site or elsewhere in the region due to autonomous vehicle or for-hire vehicle fleet maintenance, operations or
<input 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, archeology review is required.
<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? <i>(refer to the Environmental Information tab on <a href="https://sfplanninggis.org/PIM/">https://sfplanninggis.org/PIM/</a>)</i> <b>If box is checked, Environmental Planning must issue the exemption.</b>
<input type="checkbox"/>	<b>Average Slope of Parcel = or &gt; 25%, or site is in Edgehill Slope Protection Area or Northwest Mt. Sutro Slope Protection Area:</b> Does the project involve any of the following: (1) New building construction, except one-story storage or utility occupancy, (2) horizontal additions, if the footprint area increases more than 50%, or (3) horizontal and vertical additions increase more than 500 square feet of new projected roof area? <i>(refer to the Environmental Information tab on <a href="https://sfplanninggis.org/PIM/">https://sfplanninggis.org/PIM/</a>)</i> <b>If box is checked, a geotechnical report is likely required and Environmental Planning must issue the exemption.</b>
<input type="checkbox"/>	<b>Seismic Hazard:</b> <input type="checkbox"/> <b>Landslide</b> or <input type="checkbox"/> <b>Liquefaction Hazard Zone:</b> Does the project involve any of the following: (1) New building construction, except one-story storage or utility occupancy, (2) horizontal additions, if the footprint area increases more than 50%, (3) horizontal and vertical additions increase more than 500 square feet of new projected roof area, or (4) grading performed at a site in the landslide hazard zone? <i>(refer to the Environmental Information tab on <a href="https://sfplanninggis.org/PIM/">https://sfplanninggis.org/PIM/</a>)</i> <b>If box is checked, a geotechnical report is required and Environmental Planning must issue the exemption.</b>
<b>Comments and Planner Signature (optional):</b>	

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

<b>PROPERTY IS ONE OF THE FOLLOWING:</b> <i>(refer to Property Information Map)</i>	
<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 checked="" 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 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 checked="" type="checkbox"/>	Project involves <b>less than four</b> work descriptions. <b>GO TO STEP 6.</b>

**STEP 5: ADVANCED HISTORICAL REVIEW**  
**TO BE COMPLETED BY PRESERVATION PLANNER**

<b>Check all that apply to the project.</b>	
<input type="checkbox"/>	1. <b>Reclassification of property status.</b> <i>(Attach HRER Part I)</i> <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 45%;"> <input type="checkbox"/> Reclassify to Category A  a. Per HRER  b. Other <i>(specify)</i>: </div> <div style="width: 45%;"> <input type="checkbox"/> Reclassify to Category C  <i>(No further historic review)</i> </div> </div>
<input type="checkbox"/>	2. 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"/>	3. <b>Interior alterations to publicly accessible spaces that do not remove, alter, or obscure character defining features.</b>
<input type="checkbox"/>	4. <b>Window replacement</b> of original/historic windows that are not "in-kind" but are consistent with existing historic character.
<input type="checkbox"/>	5. <b>Façade/storefront alterations</b> that do not remove, alter, or obscure character-defining features.

<input type="checkbox"/>	6. <b>Raising the building</b> in a manner that does not remove, alter, or obscure character-defining features.
<input type="checkbox"/>	7. <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"/>	8. <b>Work consistent</b> with the <i>Secretary of the Interior Standards for the Treatment of Historic Properties</i> (Analysis required):
<input type="checkbox"/>	9. <b>Work compatible</b> with a historic district (Analysis required):
<input type="checkbox"/>	10. <b>Work that would not materially impair</b> a historic resource (Attach HRER Part II).
<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 exemption review.</b> The project has been reviewed by the Preservation Planner and can proceed with exemption review. <b>GO TO STEP 6.</b>
<b>Comments (optional):</b> Cannabis Retail - no changes to exterior facade	
<b>Preservation Planner Signature:</b>	

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

<input checked="" type="checkbox"/>	<b>No further environmental review is required. The project is exempt under CEQA. There are no unusual circumstances that would result in a reasonable possibility of a significant effect.</b>	
	<b>Project Approval Action:</b>	<b>Signature:</b>
	Planning Commission Hearing	Kalyani Agnihotri
		10/20/2021
Supporting documents are available for review on the San Francisco Property Information Map, which can be accessed at <a href="https://sfplanninggis.org/PIM/">https://sfplanninggis.org/PIM/</a> . Individual files can be viewed by clicking on the Planning Applications link, clicking the "More Details" link under the project's environmental record number (ENV) and then clicking on the "Related Documents" link. Once signed or stamped and dated, this document constitutes an 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 to the Board of Supervisors can only be filed within 30 days of the project receiving the approval action.		

## 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

### MODIFIED PROJECT DESCRIPTION

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 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

**Planner Name:**

**Date:**



# Land Use Information

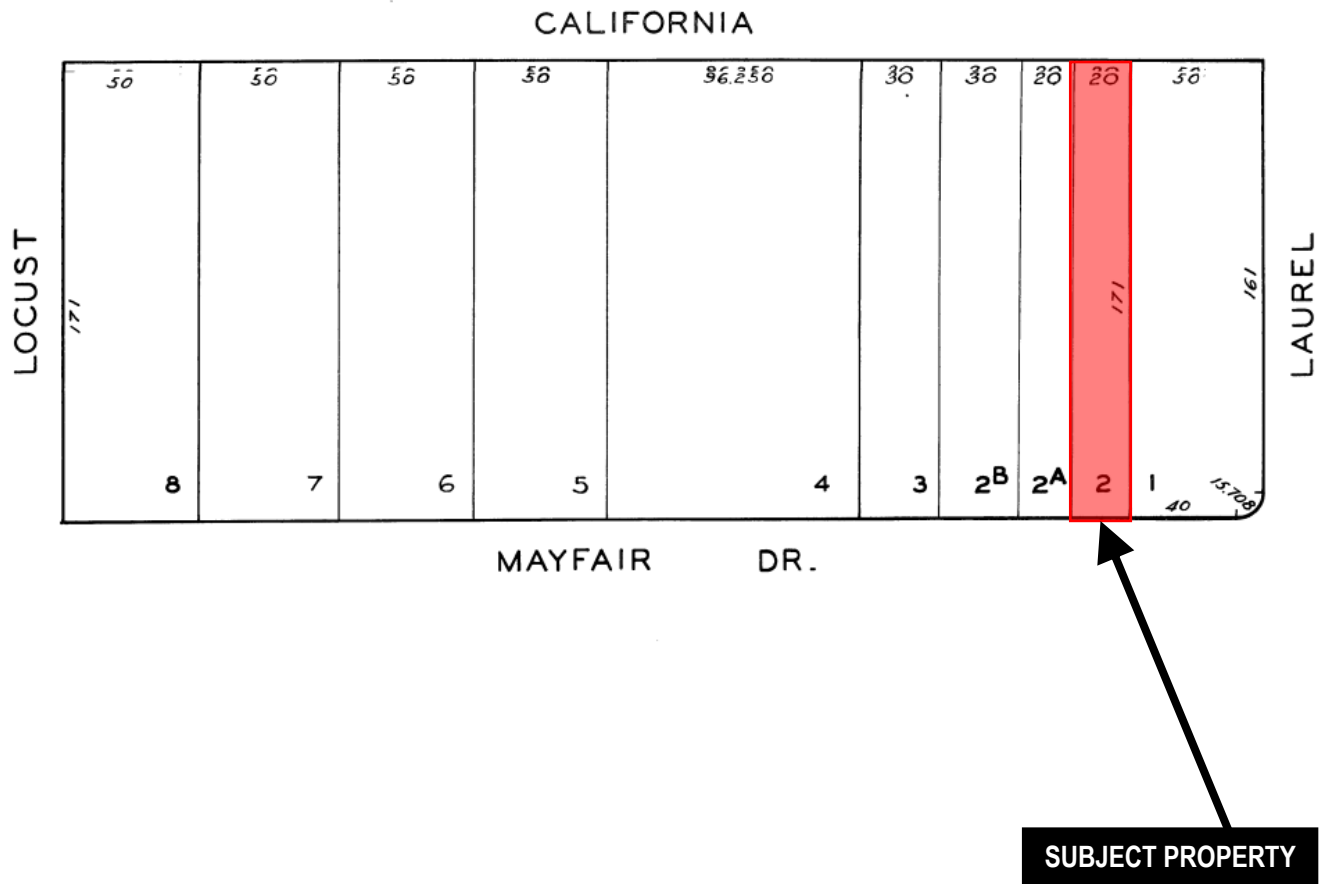
PROJECT ADDRESS: 3415 CALIFORNIA ST  
RECORD NO.: 2021-004963PRJ

	EXISTING	PROPOSED	NET NEW
GROSS SQUARE FOOTAGE (GSF)			
Parking GSF			
Residential GSF	0	0	0
Retail/Commercial GSF	2,260	0	2,260
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	0	0	0
Public Open Space	0	0	0
Other ( )	0	0	0
TOTAL GSF	2,260	0	2,260
	EXISTING	NET NEW	TOTALS
PROJECT FEATURES (Units or Amounts)			
Dwelling Units - Affordable	0	0	0
Dwelling Units - Market Rate	0	0	0
Dwelling Units - Total	0	0	0
Hotel Rooms	0	0	0
Number of Buildings	0	0	0
Number of Stories	0	0	0
Parking Spaces	0	0	0
Loading Spaces	0	0	0
Bicycle Spaces	0	0	0
Car Share Spaces	0	0	0
Other ( )	0	0	0

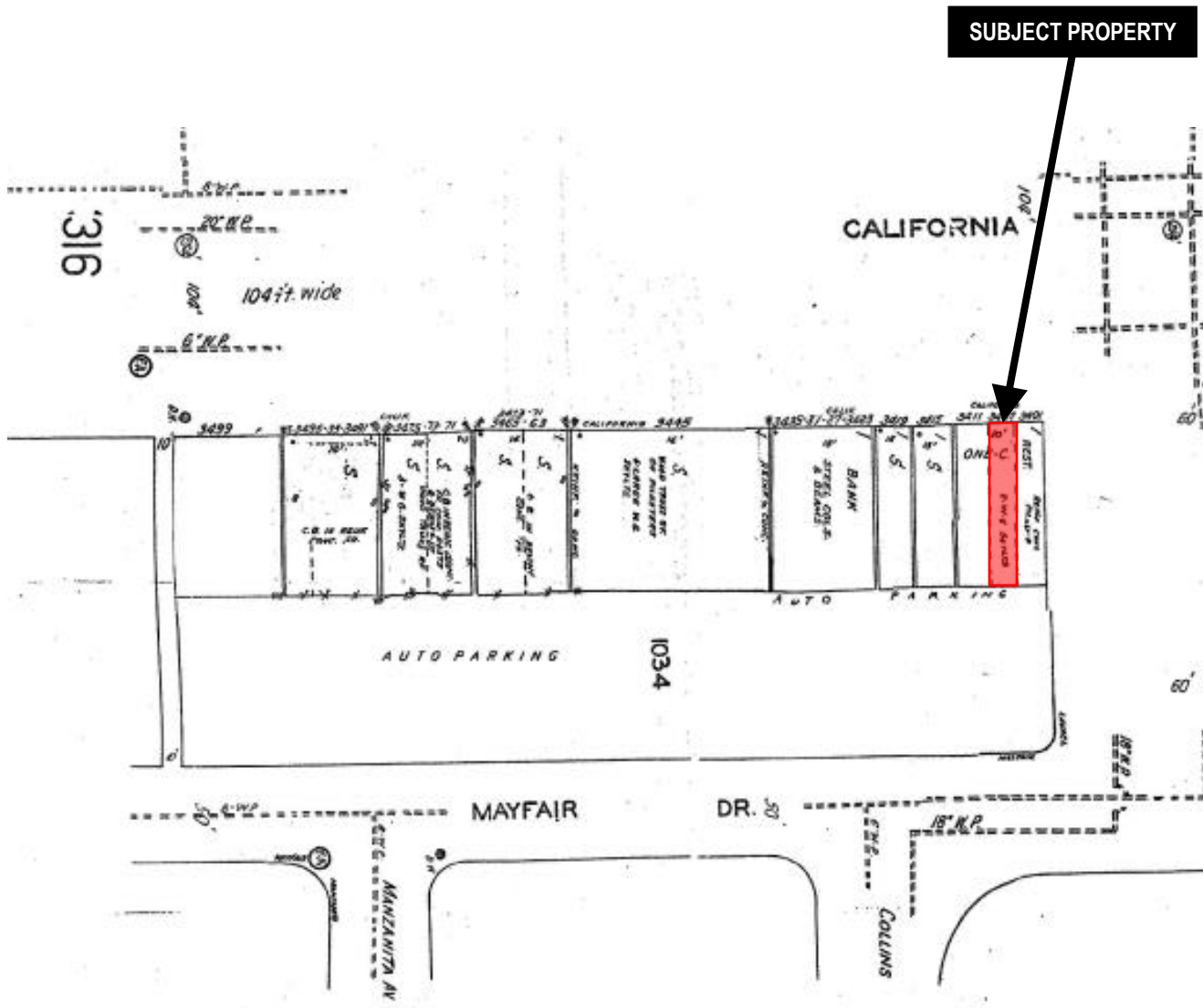
	EXISTING	PROPOSED	NET NEW
LAND USE - RESIDENTIAL			
Studio Units	0	0	0
One Bedroom Units	0	0	0
Two Bedroom Units	0	0	0
Three Bedroom (or +) Units	0	0	0
Group Housing - Rooms	0	0	0
Group Housing - Beds	0	0	0
SRO Units	0	0	0
Micro Units	0	0	0
Accessory Dwelling Units	0	0	0



# Parcel Map



# Sanborn Map\*

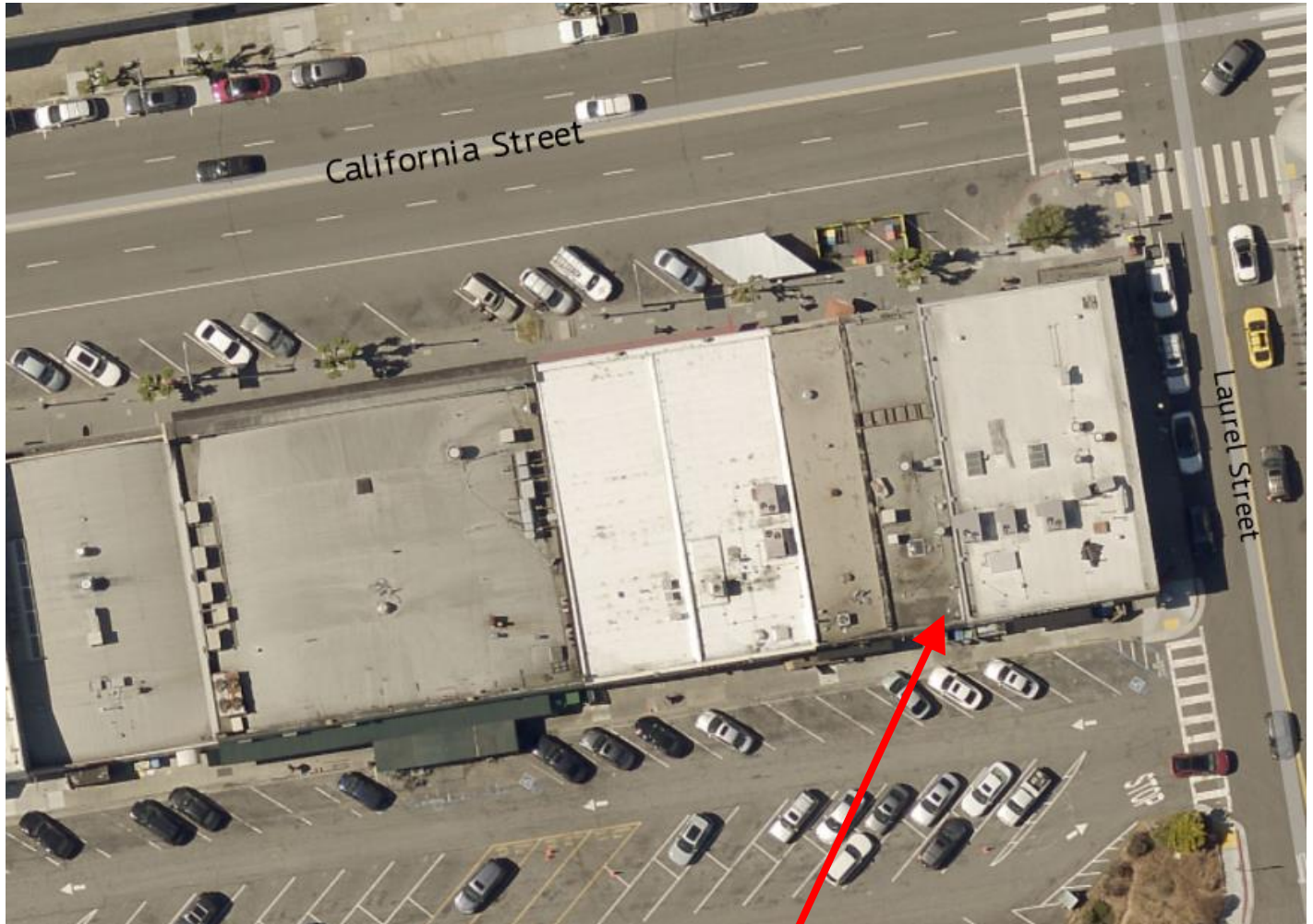


\*The Sanborn Maps in San Francisco have not been updated since 1998, and this map may not accurately reflect existing conditions.



Conditional Use Authorization  
Case Number 2021-004963CUA  
Cannabis Retail Use  
3415 California St

# Aerial Photo – View 1



**SUBJECT PROPERTY**



# Aerial Photo – View 2



**SUBJECT PROPERTY**





# Aerial Photo – View 3



**SUBJECT PROPERTY**



# Zoning Map



Conditional Use Authorization  
Case Number 2021-004963CUA  
Cannabis Retail Use  
3415 California St

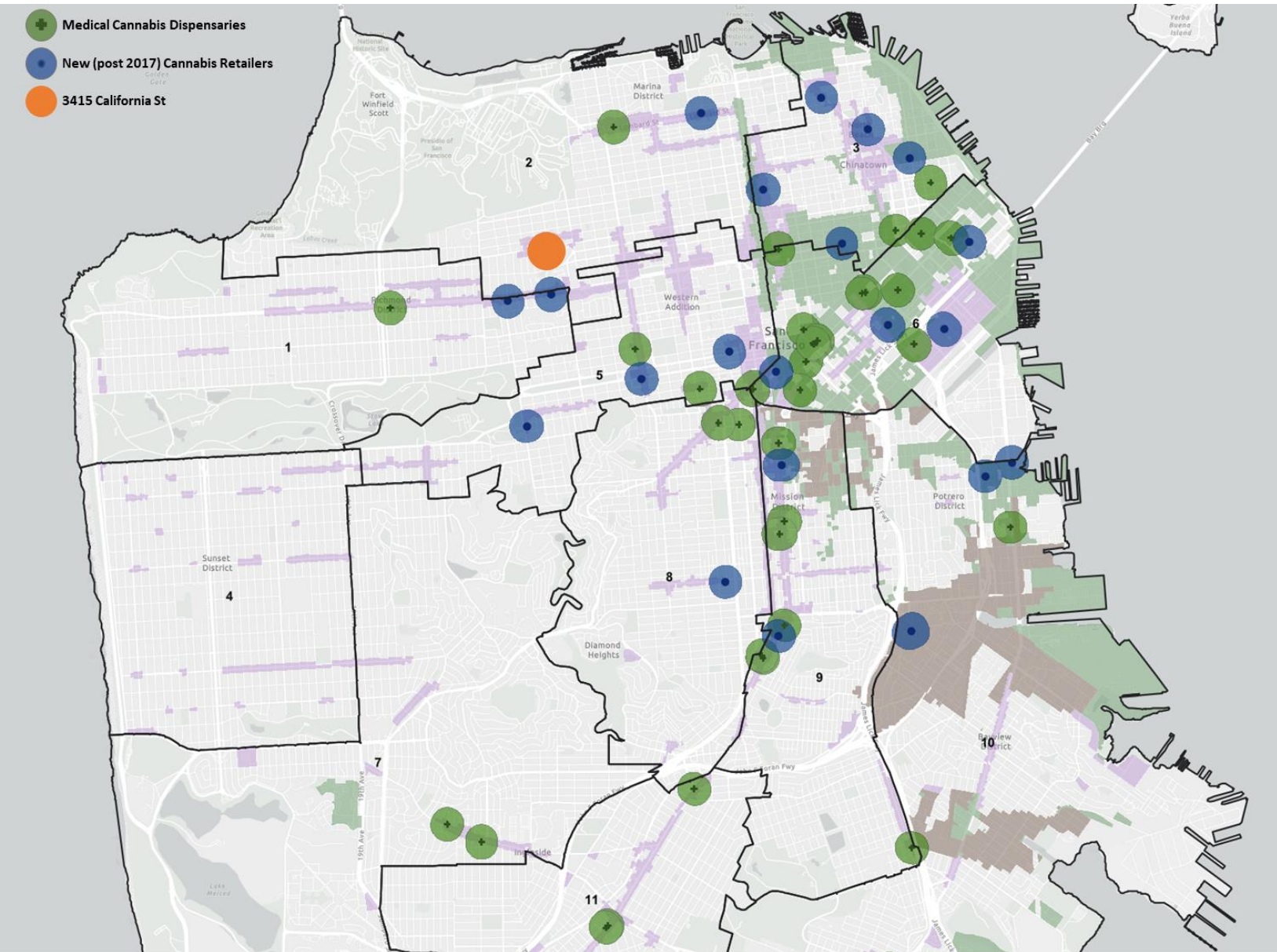


# Site Photo



Conditional Use Authorization  
Case Number 2021-004963CUA  
Cannabis Retail Use  
3415 California St

# Cannabis Retail Geographical Distribution Map



Conditional Use Authorization  
Case Number 2021-004963CUA  
Cannabis Retail Use  
3415 California St





# PROJECT APPLICATION



ELEMENT 7

**ATTACHMENT 'A' – PROJECT APPLICATION**



## PROJECT APPLICATION (PRJ)

A Project Application must be submitted for any Building Permit Application that requires an intake for Planning Department review, including for environmental evaluation or neighborhood notification, or for any project that seeks an entitlement from the Planning Department, such as a Conditional Use Authorization or Variance. For more, see the [Project Application Informational Packet](#).

**Cost for Time and Materials:** Any time and materials exceeding initial fees charged for services provided are subject to billing.

For questions, you can call the Planning counter at 628.652.7300 or email [pic@sfgov.org](mailto:pic@sfgov.org) where planners are able to assist you.

**Español:** Si desea ayuda sobre cómo llenar esta solicitud en español, por favor llame al 628.652.7550. Tenga en cuenta que el Departamento de Planificación requerirá al menos un día hábil para responder.

**中文:** 如果您希望獲得使用中文填寫這份申請表的幫助, 請致電628.652.7550。請注意, 規劃部門需要至少一個工作日來回應。

**Filipino:** Kung gusto mo ng tulong sa pagkumpleto ng application na ito sa Filipino, paki tawagan ang 628.652.7550. Paki tandaan na mangangailangan ang Planning Department ng hindi kukulangin sa isang araw na pantrabaho para makasagot.

## BUILDING PERMIT APPLICATIONS

### HOW TO SUBMIT:

For projects that do not require an entitlement action by the Planning Department, but require Planning Department review of a Building Permit Application, please present a complete signed Project Application along with the Building Permit Application for intake at <https://sfdbi.org/inhousereview>.

### WHAT TO SUBMIT:

- ☒ One (1) complete and signed application.
- ☒ Two (2) hard copy sets of plans that meet the Department of Building Inspection's submittal standards. Please see the Planning [Department's Plan Submittal Guidelines](#) for more information.
- ☒ A Letter of Authorization from the owner(s) designating an Authorized Agent to communicate with the Planning Department on their behalf.
- ☒ Pre-Application Meeting materials, if required. See the [Pre-Application Meeting Informational Packet](#) for more information.

Note: The applicable fee amount for Building Permit Applications will be assessed and collected at intake by the Department of Building Inspection at the Permit Center at 49 South Van Ness Ave, 2nd Floor.

(See [Fee Schedule and/or Calculator](#)).

## ENTITLEMENTS

### HOW TO SUBMIT:

For projects that require an entitlement from the Planning Department (e.g., Conditional Use, Variance), submit a Project Application with any required supplemental applications online at [sfplanning.org/resource/prj-application](http://sfplanning.org/resource/prj-application), or to submit in person, submit an [Intake Request Form](#) to [CPC.Intake@sfgov.org](mailto:CPC.Intake@sfgov.org).

### WHAT TO SUBMIT:

- ☐ One (1) complete and signed PRJ application, or complete online submittal, including the following:
- ☐ An electronic copy (online or USB drive) of plans formatted to print at 11" x 17". Please see the [Department's Plan Submittal Guidelines](#) for more information about the required contents of plan submittals.
- ☐ A Letter of Authorization from the owner(s) designating an Authorized Agent to communicate with the Planning Department on their behalf.
- ☐ Pre-Application Meeting materials, if required. See the [Pre-Application Meeting Informational Packet](#) for more information.
- ☐ Current or historic photograph(s) of the property.
- ☐ All supplemental entitlement applications (e.g., Conditional Use, Variance) and information for environmental review, as indicated in this Project Application or in the Preliminary Project Assessment (PPA) letter.
- ☐ Payment via check, money order or debit/credit card for the total fee amount for all required supplemental applications. (See [Fee Schedule and/or Calculator](#)).



## PROJECT APPLICATION (PRJ)

### GENERAL INFORMATION

#### Property Information

Project Address:

Block/Lot(s):

#### Property Owner's Information

Name:

Address:

Email Address:

Telephone:

#### Applicant Information

Same as above

Name:

Company/Organization:

Address:

Email Address:

Telephone:

Please Select Billing Contact:

Owner

Applicant

Other (see below for details)

Name: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Please Select Primary Project Contact:

Owner

Applicant

Billing

### RELATED APPLICATIONS

#### Related Building Permit Applications (any active building permits associated with the project)

N/A

Building Permit Application No(s):

#### Related Preliminary Project Assessments (PPA)

N/A

PPA Application No:

PPA Letter Date:

## PROJECT INFORMATION

### PROJECT DESCRIPTION:

Please provide a narrative project description that summarizes the project and its purpose. Please list any required approvals (e.g. Variance) or changes to the Planning Code or Zoning Maps if applicable.

### PROJECT DETAILS:

Change of Use      New Construction      Demolition      Facade Alterations      ROW Improvements  
Additions      Legislative/Zoning Changes      Lot Line Adjustment-Subdivision      Other: \_\_\_\_\_

**Residential:**      Senior Housing      100% Affordable      Student Housing      Dwelling Unit Legalization  
Inclusionary Housing Required      State Density Bonus      Accessory Dwelling Unit

Indicate whether the project proposes rental or ownership units:      Rental Units      Ownership Units      Don't Know

Indicate whether a Preliminary Housing Development Application (SB-330) is or has been submitted:      Yes      No

**Non-Residential:**      Formula Retail      Medical Cannabis Dispensary      Tobacco Paraphernalia Establishment  
Financial Service      Massage Establishment      Other: \_\_\_\_\_

**Estimated Construction Cost:** \_\_\_\_\_

## PROJECT AND LAND USE TABLES

All fields relevant to the project **must be completed** in order for this application to be accepted.

General Land Use		Existing	Proposed
	Parking GSF		
	Residential GSF		
	Retail/Commercial GSF		
	Office GSF		
	Industrial-PDR		
	Medical GSF		
	Visitor GSF		
	CIE (Cultural, Institutional, Educational)		
	Useable Open Space GSF		
	Public Open Space GSF		

Project Features	Dwelling Units - Affordable		
	Dwelling Units - Market Rate		
	Dwelling Units - Total		
	Hotel Rooms		
	Number of Building(s)		
	Number of Stories		
	Parking Spaces		
	Loading Spaces		
	Bicycle Spaces		
	Car Share Spaces		
	Roof Area GSF - Total		
	Living Roof GSF		
	Solar Ready Zone GSF		
	Other: _____		


Land Use - Residential	Studio Units		
	One Bedroom Units		
	Two Bedroom Units		
	Three Bedroom (or +) Units		
	Group Housing - Rooms		
	Group Housing - Beds		
	SRO Units		
	Micro Units		
	Accessory Dwelling Units For ADUs, list all ADUs and include unit type (e.g. studio, 1 bedroom, 2 bedroom, etc.) and the square footage area for each unit.		


## ENVIRONMENTAL EVALUATION SCREENING FORM





This form will determine if further environmental review is required.


If you are submitting a Building Permit Application only, please respond to the below questions to the best of your knowledge. You do not need to submit any additional materials at this time, and an environmental planner will contact you with further instructions.

If you are submitting an application for entitlement, please submit the required supplemental applications, technical studies, or other information indicated below along with this Project Application.

Environmental Topic	Information	Applicable to Proposed Project?	Notes/Requirements
<b>1a. General</b>	Estimated construction duration (months):	N/A	
<b>1b. General</b>	Does the project involve replacement or repair of a building foundation? If yes, please provide the foundation design type (e.g., mat foundation, spread footings, drilled piers, etc.)	Yes      No	
<b>1c. General</b>	Does the project involve a change of use of 10,000 square feet or greater?	Yes      No	
<b>2. Transportation</b>	Does the project involve a child care facility or school with 30 or more students, or a location 1,500 square feet or greater?	Yes      No	If yes, submit an Environmental Supplemental- <a href="#">School and Child Care Drop-Off &amp; Pick-Up Management Plan</a> .
<b>3. Shadow</b> 	Would the project result in any construction over 40 feet in height?	Yes      No	If yes, an initial review by a shadow expert, including a recommendation as to whether a shadow analysis is needed, may be required, as determined by Planning staff. (If the project already underwent Preliminary Project Assessment, refer to the shadow discussion in the PPA letter.)  An additional fee for a shadow review may be required.
<b>4a. Historic Preservation</b>	Would the project involve changes to the front façade or an addition visible from the public right-of-way of a structure built 45 or more years ago or located in a historic district?	Yes      No	If yes, submit a complete <a href="#">Historic Resource Determination</a> Supplemental Application. Include all materials required in the application, including a complete record (with copies) of all building permits.
<b>4b. Historic Preservation</b>	Would the project involve demolition of a structure constructed 45 or more years ago, or a structure located within a historic district?	Yes      No	If yes, a historic resource evaluation (HRE) report will be required. The scope of the HRE will be determined in consultation with <a href="mailto:CPC-HRE@sfgov.org">CPC-HRE@sfgov.org</a> .

 Please see the [Property Information Map](#) or speak with Planning counter staff at the Permit Center to determine if this applies.

Environmental Topic	Information	Applicable to Proposed Project?	Notes/Requirements
<b>5. Archeology</b> 	Would the project result in soil disturbance/modification greater than two (2) feet below grade in an archeologically sensitive area or eight (8) feet below grade in a non-archeologically sensitive area?	Yes      No	If Yes, provide depth of excavation/disturbance below grade (in feet*):  <i>*Note this includes foundation work</i>
<b>6a. Geology and Soils</b> 	Is the project located within a Landslide Hazard Zone, Liquefaction Zone or on a lot with an average slope of 25% or greater?  -----  Area of excavation/disturbance (in square feet): _____  Amount of excavation (in cubic yards): _____	Yes      No	A geotechnical report prepared by a qualified professional must be submitted if one of the following thresholds apply to the project:  The project involves: <ul style="list-style-type: none"> <li>• excavation of 50 or more cubic yards of soil, or</li> <li>• building expansion greater than 500 square feet outside of the existing building footprint.</li> </ul> A geotechnical report may also be required for other circumstances as determined by Environmental Planning staff.
<b>6b. Geology and Soils</b> 	Does the project involve a lot split located on a slope equal to or greater than 20 percent?	Yes      No	A categorical exemption cannot be issued. Please contact <a href="mailto:CPC.EPIntake@sfgov.org">CPC.EPIntake@sfgov.org</a> , once a Project Application has been submitted.
<b>7. Air Quality</b> 	Would the project add new sensitive receptors (residences, schools, child care facilities, hospitals or senior-care facilities) within an Air Pollutant Exposure Zone?	Yes      No	If yes, submit an <a href="#">Article 38 Compliance application</a> with the Department of Public Health.
<b>8a. Hazardous Materials</b>	Is the project site located within the Maher area and would it involve ground disturbance of at least 50 cubic yards or a change of use from an industrial use to a residential or institutional use?	Yes      No	If yes, submit a <a href="#">Maher Application Form</a> to the Department of Public Health and submit documentation of Maher enrollment with this Project Application.  Certain projects may be eligible for a waiver from the Maher program. For more information, refer to the Department of Public Health's <a href="#">Environmental Health Division</a> .  <u>Maher enrollment may also be required for other circumstances as determined by Environmental Planning staff.</u>
<b>8b. Hazardous Materials</b>	Would the project involve work on a site with an existing or former gas station, parking lot, auto repair, dry cleaners, or heavy manufacturing use, or a site with underground storage tanks?	Yes      No	If yes, submit documentation of enrollment in the Maher Program (per above), or a Phase I Environmental Site Assessment prepared by a qualified consultant.

 Please see the [Property Information Map](#) or speak with Planning counter staff at the Permit Center to determine if this applies.



# APPLICANT'S AFFIDAVIT

Under penalty of perjury the following declarations are made:

- a) The undersigned is the owner or authorized agent of the owner of this property.
- b) The information presented is true and correct to the best of my knowledge.
- c) Other information or applications may be required.
- d) I hereby authorize City and County of San Francisco Planning staff to conduct a site visit of this property as part of the City's review of this application, making all portions of the interior and exterior accessible through completion of construction and in response to the monitoring of any condition of approval.
- e) I attest that personally identifiable information (PII) - i.e. social security numbers, driver's license numbers, bank accounts - have not been provided as part of this application. Furthermore, where supplemental information is required by this application, PII has been redacted prior to submittal to the Planning Department. I understand that any information provided to the Planning Department becomes part of the public record and can be made available to the public for review and/or posted to Department websites.



Signature

Name (Printed)

Date

Relationship to Project  
(i.e. Owner, Architect, etc.)

Phone

Email

For Department Use Only

Application received by Planning Department:

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

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