Appellant’s Exhibits (Continued)
McGRIFF ARCHITECTS
1475 15TH STREET
SAN FRANCISCO, CA 94103

ISSUED:

info@mcgriffarchitects.com
(415) 525-3561

PROJ:

PROJECT ADDRESS:
436 EUREKA STREET
SAN FRANCISCO, CA 94114
APN: 2767 / 002A

FILE:

SHEET:
1731_00_SHEETS-COVER.DWG

DATE:
1/9/20

REV#:

1

AS NOTED @ 24”X36”

RENDERINGS
(E) PERSPECTIVE @ FRONT
1

A3.00

(E) PERSPECTIVE @ REAR
3

A3.00

(N) PERSPECTIVE @ FRONT
2

A3.00

(N) PERSPECTIVE @ REAR
4

A3.00

01 01/08/20 REVISION 01

09/03/18 PRE APP MEETING
PROPOSED SITE PLAN

EXISTING SITE PLAN

EXISTING & PROPOSED

EUREKA STREET

SUBJECT PROPERTY

25'-0"

9'-0" SIDEWALK

0'-6" CURB

REAR YARD SETBACK

FRONT YARD SETBACK

PROPERTY LOT DEPTH

PROPERTY LOT WIDTH

BUILDABLE AREA

134'-3"

60'-5"

67'-1"

6'-11"

9'-7"

25'-0"

25'-0"

16'-10"

13'-10"

7'-2"

3'-0"

36'-1"
DEMO LEGEND

- Vertical - Horizontal Area of Demo
- Wall to be Impaired

DEMO CALCULATIONS

LINEAR EXTERIOR WALL DEMO CALCULATIONS

<table>
<thead>
<tr>
<th>Floor</th>
<th>East</th>
<th>West</th>
<th>Calc</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd</td>
<td>24.75</td>
<td>20.25</td>
<td>3</td>
</tr>
<tr>
<td>3rd</td>
<td>24.75</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>4th</td>
<td>24.75</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

VERTICAL / HORIZONTAL AREA OF DEMO

LINEAR WALL TO BE DEMOLISHED

<table>
<thead>
<tr>
<th>Floor</th>
<th>East</th>
<th>West</th>
<th>Calc</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>45.75</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2nd</td>
<td>45.75</td>
<td>0</td>
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</tr>
<tr>
<td>3rd</td>
<td>31.5</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

FLOOR

EXIST. | DEMO | DEMO% |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Garage/Basement</td>
<td>215 SF</td>
<td>0 SF</td>
</tr>
<tr>
<td>1st Floor</td>
<td>964.5 SF</td>
<td>70 SF</td>
</tr>
<tr>
<td>2nd Floor</td>
<td>964.5 SF</td>
<td>83 SF</td>
</tr>
<tr>
<td>3rd Floor</td>
<td>783.25 SF</td>
<td>60 SF</td>
</tr>
<tr>
<td>Roof</td>
<td>964.5 SF</td>
<td>251.5 SF</td>
</tr>
<tr>
<td>TOTAL</td>
<td>3891.75 SF</td>
<td>464.5 SF</td>
</tr>
</tbody>
</table>

HORIZONTAL AREA DEMO CALCULATIONS

<table>
<thead>
<tr>
<th>Floor</th>
<th>East</th>
<th>West</th>
<th>Calc</th>
</tr>
</thead>
<tbody>
<tr>
<td>Garage/Basement</td>
<td>215 SF</td>
<td>0 SF</td>
<td>0%</td>
</tr>
<tr>
<td>1st Floor</td>
<td>964.5 SF</td>
<td>70 SF</td>
<td>7.25%</td>
</tr>
<tr>
<td>2nd Floor</td>
<td>964.5 SF</td>
<td>83 SF</td>
<td>8.6%</td>
</tr>
<tr>
<td>3rd Floor</td>
<td>783.25 SF</td>
<td>60 SF</td>
<td>7.6%</td>
</tr>
<tr>
<td>Rooftop</td>
<td>964.5 SF</td>
<td>251.5 SF</td>
<td>26%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>3891.75 SF</td>
<td>464.5 SF</td>
<td>12%</td>
</tr>
</tbody>
</table>

VERTICAL AREA DEMO CALCULATIONS

<table>
<thead>
<tr>
<th>Elevation</th>
<th>East</th>
<th>West</th>
<th>Calc</th>
</tr>
</thead>
<tbody>
<tr>
<td>West (Front)</td>
<td>986.25 SF</td>
<td>243 SF</td>
<td>24%</td>
</tr>
<tr>
<td>North (Side)</td>
<td>1409 SF</td>
<td>0 SF</td>
<td>0%</td>
</tr>
<tr>
<td>South (Rear)</td>
<td>757.25 SF</td>
<td>584.5 SF</td>
<td>77.2%</td>
</tr>
<tr>
<td>East (Side)</td>
<td>1409 SF</td>
<td>65 SF</td>
<td>4.6%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>892.5 SF</td>
<td>4561.5 SF</td>
<td>19.5%</td>
</tr>
</tbody>
</table>

LINEAR FOUNDATION WALL DEMO CALCULATIONS

<table>
<thead>
<tr>
<th>Side</th>
<th>East</th>
<th>West</th>
<th>Calc</th>
</tr>
</thead>
<tbody>
<tr>
<td>Garage/Front</td>
<td>10.75 FEET</td>
<td>0 FEET</td>
<td>0%</td>
</tr>
<tr>
<td>Basement Side (N.)</td>
<td>20.25 FEET</td>
<td>16.5 FEET</td>
<td>79%</td>
</tr>
<tr>
<td>Rear</td>
<td>10.75 FEET</td>
<td>10.75 FEET</td>
<td>100%</td>
</tr>
<tr>
<td>Side (S.)</td>
<td>24.75 FEET</td>
<td>0 FEET</td>
<td>0%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>62 FEET</td>
<td>26.75 FEET</td>
<td>43.15%</td>
</tr>
</tbody>
</table>

BASEMENT/GARAGE

<table>
<thead>
<tr>
<th>Level</th>
<th>East</th>
<th>West</th>
<th>Calc</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Level</td>
<td>48 SF</td>
<td>42 SF</td>
<td>42 SF</td>
</tr>
<tr>
<td>2nd Level</td>
<td>48 SF</td>
<td>42 SF</td>
<td>42 SF</td>
</tr>
<tr>
<td>3rd Level</td>
<td>48 SF</td>
<td>42 SF</td>
<td>42 SF</td>
</tr>
<tr>
<td>TOTAL</td>
<td>144 SF</td>
<td>126 SF</td>
<td>126 SF</td>
</tr>
</tbody>
</table>

01 01/08/20 REVISION 01
EXISTING BASEMENT - 192 SQ FT

PROPOSED BASEMENT - 901 SQ FT

GARAGE

9'-11" x 19'-5"

MECH. CLOSET

9'-0" x 9'-10"

LAUNDRY

9'-0" x 9'-0"

ELEVATOR

UP

GARAGE

14'-0" x 40'-11"

LOT DEPTH  134'-3"

LOT WIDTH  25'-0"

FRONT YARD

SETBACK 6'-11"

REAR YARD SETBACK

BUILDABLE AREA

67'-1"

N (N) REAR ADDITION AT ALL LEVELS ABOVE (HORIZONTAL EXPANSION)

(N) LEVEL 1 CEILING HEIGHT

(N) GARAGE DEPTH, LENGTH & CONNECTION TO REAR YARD

(N) INTERIOR STAIR TO CONNECT ALL LEVELS

(N) BICYCLE STAIR (HORIZONTAL EXPANSION)

(N) ELEVATORмыш

(N) ENTRY/BAR

(N) BASMENT/CEILING/ROOMS

(N) BAR/CEILING/ROOMS

(N) KITCHEN LOCATION PER PLANS

(N) LIGHTWELL LOCATION & PROPOSED SKYLIGHT TO BE PROTECTED BY FIRE RATED PARAPET AT PROPERTY LINE

(N) FIXTURES & FINISHES THROUGHOUT

(N) DECK & EXTERIOR STAIRS AT REAR ABOVE

BASEMENT PLANS EXISTING & PROPOSED

BASEMENT PLANS EXISTING & PROPOSED

BASEMENT PLANS EXISTING & PROPOSED

BASEMENT PLANS EXISTING & PROPOSED

BASEMENT PLANS EXISTING & PROPOSED

BASEMENT PLANS EXISTING & PROPOSED
EXISTING LEVEL ONE - 911 SQ FT

1/4" = 1'-0"

1

A1.20

DN

UP

283 SQ FT

HABITABLE SPACE

628 OCCUPIABLE SPACE

PROPOSED LEVEL ONE - 1270 SQ FT

1/4" = 1'-0"

2

A1.20

MURPHY BED

BOOKS

BOOKS

ELEVATOR

Bathroom

9'-10" x 7'-1"

Bedroom

12'-0" x 11'-7"

Bedroom

12'-1" x 11'-7"

STAIRHALL

17'-4" x 12'-3"

ENTRY

7'-7" x 12'-3"

FOYER

3'-10" x 8'-2"

FAMILY ROOM

19'-3" x 15'-7"

LOWER DECK

164 SQ FT

UP

DN

UP

STORAGE

STORAGE

WALL LEGEND

EXISTING

NEW

DEMO

STORAGE

STORAGE

LOT DEPTH  134'-3"

LOT WIDTH  25'-0"

EUREKA STREET

EUREKA STREET

KEYNOTE LEGEND

[N] REAR ADDITION AT ALL LEVELS (HORIZONTAL EXPANSION)
[N] LEVEL 1 CEILING HEIGHT
[N] GARAGE DEPTH, LENGTH & CONNECTION TO REAR YARD
[N] INTERIOR STAIR TO CONNECT ALL LEVELS
[N] ELEVATOR TO CONNECT ALL LEVELS
[N] FENESTRATION PATTERN AT STREET FACING PLACES - SEE PLANS & ELEVATIONS
[N] BEDROOMS & BATHROOMS PER PLANS
[N] KITCHEN LOCATION PER PLANS
[N] LIGHTWELL LOCATION & PROPOSED GLASS TO BE PROTECTED BY FIRE-RATED PARAPET AT PROPERTY LINE
[N] FIXTURES & FINISHES THROUGHOUT
[N] DECK & EXTERIOR STAIRS AT REAR

BUILDABLE AREA

67'-1"

REAR YARD SETBACK

BUILDABLE AREA

67'-1"

FRONT YARD SETBACK

6'-11"

FRONT YARD

6'-11"

FRONT YARD

SETBACK

ADDITION

6'-2"

ADDITION

10'-10"

20% PLANTING AREA

35' SF PLANTING AREA REQ'D PER 175' SF OF FRONT SETBACK AREA. PER SF PLANNING CODE 132(g)

50% PERMEABLE AREA

87.5' SF PERMEABLE AREA REQ'D PER 175' SF OF FRONT SETBACK AREA. PER SF PLANNING CODE 132(h), WHERE FEASIBLE GIVEN THE GARAGE PROJECTION

Bedroom

Bedroom

Bedroom

Bathroom

Bathroom
EXISTING LEVEL THREE - 734 SQ FT

1/4" = 1'-0"

EXISTING

NEW

DEMO

PROPOSED LEVEL THREE - 1096 SQ FT

1/4" = 1'-0"

existing level three - 734 sq ft

proposed level three - 1096 sq ft

level three floor plans

existing & proposed

wall legend

-info@mcgriffarchitects.com

(415) 525-3561

project address:

436 eureka street

san francisco, ca 94114

apn: 2767 / 002a

level three floor plans

existing & proposed

keynote legend

(n) rear addition at all levels
(horizontal expansion)

(n) level 1 ceiling height

(n) garage depth, length & connection to rear yard

(n) interior stair to connect all levels

(n) fenestration pattern at street facing facade - see plans & elevations

(n) bedrooms & bathrooms per plans

(n) kitchen location per plans

(n) lightwell location & proposed setback to be protected by fire rated parapet at property line

(n) fixtures & finishes throughout

(n) deck & exterior stairs at rear below
EXISTING FRONT ELEVATION

PROPOSED FRONT ELEVATION

EXTERIOR ELEVATIONS
EXISTING & PROPOSED

SCALE:
1/4" = 1'-0"

SUBJECT PROPERTY
436 EUREKA STREET
430 EUREKA STREET
444 EUREKA STREET

09/03/18 Pre App Meeting

01 02
(N) Rear Addition at All Levels
(Horizontal Expansion)

03
(N) Level 1 Ceiling Height
(N) Garage Depth, Length & Connection to Rear Yard

04
(N) Exterior Stairs to Connect All Levels
(N) Elevator to Connect All Levels

05
(N) Wood Clad Windows & Perforated Pattern at Street Facing Facade - See Plans & Elevations

06
(N) Bedrooms & Bathrooms Per Plans

07
(N) Kitchen Location Per Plans

08
(N) Lightwell Location & Proposed Attic to be protected by Fire Rated Parapet at Property Line

09
(F) Fixtures & Finishes Throughout

10
(F) Wood Clad French Doors

11
(F) Wood Door With Glass Panel

12
(F) Deck & Exterior Stairs At Rear

13
(F) Painted Wood Cladding

14
(F) Painted Wood Shingles

15
(F) Painted Textured Concrete

16
(F) Painted Wood Siding

17
(F) Painted Wood Board & Batten

18
(F) Painted Wood Paneling

MATERIALS LEGEND

STUCCO
PAINTED TEXTURED CONCRETE
PAINTED WOOD
PAINTED WOOD SIDING
PAINTED WOOD BOARD & BATTEN
PAINTED WOOD PANELING

KEYNOTE LEGEND

(E) Primary Location At All Levels
(H) Horizontal Expansion

(A) Level 1 Ceiling Height

(D) Exterior Stairs to Connect All Levels

(C) Elevator to Connect All Levels

(B) Wood Clad Windows & Perforated Pattern at Street Facing Facade - See Plans & Elevations

(F) Fixtures & Finishes Throughout

(F) Wood Clad French Doors

(F) Wood Door With Glass Panel

(F) Deck & Exterior Stairs At Rear

(F) Painted Wood Cladding

(F) Painted Wood Shingles

(F) Painted Textured Concrete

(F) Painted Wood Siding

(F) Painted Wood Board & Batten

(F) Painted Wood Paneling

FLOOR LEVELS:

-0'-0"
GRADE @ TOP OF CURB

37'-11" ABV. GRADE
T.O. FLAT ROOF

26'-9" ABV. GRADE
FIN FLR - LVL 4

16'-9" ABV. GRADE
FIN FLR - LVL 3

8'-10 1/2" ABV. GRADE
FIN FLR - LVL 2

-0'-4 1/2" BLW. GRADE
FIN FLR - LVL 1
Hi Jeff,

Hope all is well with you. I wanted to let you know we’ve picked up your comments and will be dropping off revised drawings later this week. Can you please confirm the best place to drop them off? We typically bring them directly to the planning office (at 1650 Mission Street) and dropped them off with the admin at the front desk. Does that work for you? I’m CC’ing an associate of mine (Mariana Mijangos) who will be coordinating the drop off as I will be out of town at the end of this week.

Thanks!
Cordelia

On Fri, Nov 22, 2019 at 5:27 PM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Hi Cordelia,

I reviewed your compromise (3’-10”) design with staff architects, and we are in support of this design alternative.

Thanks!

Jeff Horn, Senior Planner
Southwest Team, Current Planning Division
San Francisco Planning Department
1650 Mission Street, Suite 400, San Francisco, CA 94103
Direct: 415-575-6925 | Email: jeffrey.horn@sfgov.org

www.sfplanning.org | San Francisco Property Information Map

Hi Jeff,

Thanks for the updated comments. In our review, they should be fairly straightforward to pick up however, we wanted to revisit the first comment of your last email:

Along the northwest property line (with 444 Eureka), the project proposes a three-story, 9’-6” deep rear addition. The result is a three story massing adjacent to the open rear yard of 444 Eureka Street. The Department does not find this design to be consistent with the RDGs in regards to building scale at the
We'd like to propose a compromise, bringing the rear extension at the top floor to be in line with the floors below, and capturing the space of the lightwell. This brings back the 9'-6" expansion down to 6'-2" total, and the 7'-5" massing becomes just 3'-10". This is beyond the neighboring building at 444 Eureka, but well within our rear yard buildable area. In terms of the mid block open space, as the immediate neighbor at 426 Eureka extends significantly beyond our proposed design, we would not be disrupting the mid-block open space more than the neighboring building at 426 Eureka. The massing of our project occurs well within the average of the two neighbors, which is another determination for the appropriateness of the expansion.

I've included updated renderings to show this condition, the expansion depth noted on the 2nd sheet for clarity. Let me know if updated drawings would be easier to read, updating our 3d model was faster for us. We're happy to jump on a call to talk through this with you as well.

Thanks for taking time to review this. I know your office is particularly busy right now and we'd like to keep this project moving forward smoothly.

Thanks again,
Cordelia

On Wed, Nov 13, 2019 at 8:36 AM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Hi Cordelia,

Apologies for not being able to reach out yesterday via phone, I wanted to provide you with these comments before we spoke, and I have just now this morning been able to prepare them. Yesterday, I reviewed the project with Trent Greenan, a Staff Architect, for consistency with the Department’s Residential Design Guidelines (RDGs). Please address the following comments, in addition to the items provided by Chris Townes.

1. Along the northwest property line (with 444 Eureka), the project proposes a three-story, 9'-6" deep rear addition. The result is a three story massing adjacent to the open rear yard of 444 Eureka Street. The Department does not find this design to be consistent with the RDGs in regards to building scale at the mid-block open space. The Department requests that the 7'-5" deep massing/addition at the rear of the 3rd floor (located beyond the depth of the rear wall at 444 Eureka), should be setback 5' from the side property line. (The project is proposing at the 3rd floor a new lightwell, the Department would support the recapturing of square footage in this area as it is located above the existing structure at 444 Eureka Street.)

See RDGs pages 25-26, GUIDELINE: Design the height and depth of the building to be compatible with the existing building scale at the mid-block open space.
2. On the Proposed Front Elevation (Sheet A-200), please label windows as “existing to remain” or new windows. If and where new windows are proposed, call out the proposed materials and operation type. Windows should have a substantial exterior reveal depth (minimum 2”).

https://default.sfplanning.org/publications_reports/residential_design_guidelines.pdf

Thank you,

Jeff Horn, Senior Planner
Southwest Team, Current Planning Division
San Francisco Planning Department
1650 Mission Street, Suite 400, San Francisco, CA 94103
Direct: 415-575-6925 | Email: jeffrey.horn@sfgov.org

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Sent: Monday, November 11, 2019 9:33 AM
To: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: Re: 436 Eureka

Hi Jeff,

Thanks for reaching out, I look forward to our discussion.

Best,

Cordelia

On Sun, Nov 10, 2019 at 8:38 PM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Hi Cordelia,

I very much understand the frustration you and the owners, including the Staffing changes. I can assure I am not adding this project to the end of my queue.
Our office is closed Tomorrow. I will contact you on Tuesday afternoon to discuss the status of the project and the comments Chris sent last month.

Thank you,

Jeff

Sent from Mail for Windows 10

---

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Sent: Wednesday, November 6, 2019 9:31:41 AM
To: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: 436 Eureka

Hi Jeffrey,

Hope you are well. I wanted to follow up on our correspondence with you and Delvin from last week to see if you had any additional comments regarding our project at Eureka street (Permit 201810092526). Additionally, do all the comments from Chris Townes still stand? Our clients have been extremely patient with the permitting process but the project has been sitting at the planning desk for over a year now. I hope you understand their frustration with transitioning to a new planner incurring additional time. Can you confirm that this project will be attended to immediately? It would be unfair to add it to the end of your queue as it already sat in Chris's for months, as well.

I am happy to answer any questions on the project, please feel free to contact me- our office line is (415) 525 3561.

Thanks,

Cordelia

--
Cordelia Kotin

McGRIFF ARCHITECTS
1475 FIFTEENTH STREET
SAN FRANCISCO, CA 94103
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Subject: 436 Eureka

Hi Jeffrey,

Hope you are well, I wanted to follow up on our correspondence with you and Delvin from last week to see if you had any additional comments regarding our project at Eureka street (Permit 201810092526). Additionally, do all the comments from Chris Townes still stand? Our clients have been extremely patient with the permitting process but the project has been sitting at the planning desk for over a year now. I hope you understand their frustration with transitioning to a new planner incurring additional time. Can you confirm that this project will be attended to immediately? It would be unfair to add it to the end of your queue as it already sat in Chris's for months, as well.

I am happy to answer any questions on the project, please feel free to contact me- our office line is (415) 525 3561.

Thanks,

Cordelia

---

Cordelia Kotin
Cordelia Kotin

McGRIFF ARCHITECTS
1475 FIFTEENTH STREET
SAN FRANCISCO, CA 94103
415.525.3561
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Rear Expansion: Original Proposed Expansion

Rear Expansion: Reduced Proposed Expansion

Rear Expansion, Original Proposed & Reduced Expansion

*Project:* 436 Eureka Street

*Title:* Inspiration Sheets

*Scale:* N.T.S

*Date:* November 21st, 2018
Rear Expansion: Original Proposed Expansion

Rear Expansion, Original Proposed & Reduced Expansion

MECRIFF
Architects

PROJ: 436 Eureka Street
TITLE: INSPIRATION SHEETS
SCALE: N.T.S
DATE: November 21st, 2018
Rear Expansion: Original Proposed Expansion

Rear Expansion, Original Proposed & Reduced Expansion

Rear Expansion: Reduced Proposed Expansion

MCGRIFF
Architects

PROJ: 436 Eureka Street
TITLE: Inspiration Sheets
SCALE: N.T.S
DATE: November 21st, 2018
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Thank you,

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Sent from Mail for Windows 10
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Hi Cordelia,

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  Sent from Mail for Windows 10

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the front and rear, we had to cropped down the adjacent properties to fit them all on the sheets. Will this be okay for the mailing? Let me know and I can adjust the scale accordingly, right now it matches all the other plans/elevations. Please feel free to call and discuss.

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On Thu, Jan 16, 2020 at 10:53 AM Benjamin McGriff <benjamin@mcgriffarchitects.com> wrote:

Thanks a bunch, Jeff. This is helpful, indeed.

Benjamin McGriff, AIA
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On Thu, Jan 16, 2020 at 10:28 AM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Hi Benjamin,

4 story buildings are a bit trickier. The cover sheet is not necessary, as the Notice I will draft contains a lot of the project’s details and scope of work.

Also, I think you can remove the roof plans (SheetA-1.50), since this information is shown on the Site Plan drawings.

I attached an example of another recent 4 story project, this architect combined the front and rear Elevations onto one sheet, and included no section drawings.

Jeff Horn, Senior Planner
Southwest Team, Current Planning Division
San Francisco Planning Department
1650 Mission Street, Suite 400, San Francisco, CA 94103
Direct: 415-575-6925 | Email: jeffrey.horn@sfgov.org
www.sfplanning.org | San Francisco Property Information Map

From: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Sent: Thursday, January 16, 2020 9:58 AM
To: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>
Cc: Mariana Mijangos <mariana@mcgriffarchitects.com>; Cordelia Kotin <cordelia@mcgriffarchitects.com>
Subject: Re: 436 Eureka

Hi Jeff,
Thank for this.

Does the set still need to include the cover sheet? If so, getting down to just 8 sheets will be something of a challenge while still showing all of the site conditions and maintaining the 1/4" scale. We can crop off areas that aren't changing from the elevation sheets to reduce the sheets needed for those but after that I am a little skeptical we can pull it off. Any advice for further trimming while retaining scale and necessary info?

Thanks again,
Benjamin

Benjamin McGriff, AIA
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On Wed, Jan 15, 2020 at 10:17 AM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Hi Mariana,

The plans look great, thank you.

Please provide me with a PDF of the plans reduced down to 8 Sheets (4 pages when printed double-sided) for the Section 311 neighborhood notification. The perspective drawings, demo calcs, and the 2nd section drawing are not needed for the noticing plans.

Thanks!

Jeff Horn, Senior Planner
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San Francisco Planning Department
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From: Mariana Mijangos <mariana@mcgriffarchitects.com>
Sent: Thursday, January 09, 2020 3:13 PM
To: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>
Cc: Cordelia Kotin <cordelia@mcgriffarchitects.com>; Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: Re: 436 Eureka

Hi Jeff,
Thanks the paperless option; attached is the revised Site Permit and a response letter to Planning's comments. Let us know if you have further questions or comments.

Best,
Mariana

On Thu, Jan 9, 2020 at 10:48 AM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Hi Cordelia,

The project is being reviewed as a Building Permit Application (2018.1009.2526). any hard copies of a revised Site Permit should be submitted to the Department of Building Inspection, on the second floor of 1660 Mission Street.

Or, if you want to hold off on printing and submitting the revised Site Permit, you can just email me a PDF of the plans and we can work electronically until Planning's review is complete. I prefer this approach to be honest.

Thanks!

Jeff Horn, Senior Planner
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From: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Sent: Tuesday, January 07, 2020 9:24 AM
To: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>; Mariana Mijangos <mariana@mcgriffarchitects.com>
Subject: Re: 436 Eureka

Hi Jeff,

Hope all is well with you. I wanted to let you know we've picked up your comments and will be dropping off revised drawings later this week. Can you please confirm the best place to drop them off? We typically bring them directly to the planning office (at 1650 Mission Street) and dropped them off with the admin at the front desk. Does that work for you? I'm CC'ing an associate of mine (Mariana Mijangos) who will be coordinating the drop off as I will be out of town at the end of this week.

Thanks!
Cordelia

On Fri, Nov 22, 2019 at 5:27 PM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Hi Cordelia,
I reviewed your compromise (3’-10”) design with staff architects, and we are in support of this design alternative.

Thanks!

Jeff Horn, Senior Planner  
Southwest Team, Current Planning Division  
San Francisco Planning Department  
1650 Mission Street, Suite 400, San Francisco, CA 94103  
Direct: 415-575-6925 | Email: jeffrey.horn@sfgov.org  
www.sfplanning.org | San Francisco Property Information Map

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>  
Sent: Thursday, November 21, 2019 2:48 PM  
To: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>  
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>  
Subject: Re: 436 Eureka

Hi Jeff,

Thanks for the updated comments. In our review, they should be fairly straightforward to pick up however, we wanted to revisit the first comment of your last email:

Along the northwest property line (with 444 Eureka), the project proposes a three-story, 9’-6” deep rear addition. The result is a three story massing adjacent to the open rear yard of 444 Eureka Street. The Department does not find this design to be consistent with the RDGs in regards to building scale at the mid-block open space. The Department requests that the 7’-5” deep massing/addition at the rear of the 3rd floor (located beyond the depth of the rear wall at 444 Eureka), should be setback 5’ from the side property line. (The project is proposing at the 3rd floor a new lightwell, the Department would support the recapturing of square footage in this area as it is located above the existing structure at 444 Eureka Street.)

We'd like to propose a compromise, bringing the rear extension at the top floor to be in line with the floors below, and capturing the space of the lightwell. This brings back the 9’-6” expansion down to 6’-2” total, and the 7’-5” massing becomes just 3’-10”. This is beyond the neighboring building at 444 Eureka, but well within our rear yard buildable area. In terms of the mid block open space, as the immediate neighbor at 426 Eureka extends significantly beyond our proposed design, we would not be disrupting the mid-block open space more than the neighboring building at 426 Eureka. The massing of our project occurs well within the average of the two neighbors, which is another determination for the appropriateness of the expansion.

I've included updated renderings to show this condition, the expansion depth noted on the 2nd sheet for clarity. Let me know if updated drawings would be easier to read, updating our 3d model was faster for us. We're happy to jump on a call to talk through this with you as well.
Thanks for taking time to review this. I know your office is particularly busy right now and we'd like to keep this project moving forward smoothly.

Thanks again,
Cordelia

On Wed, Nov 13, 2019 at 8:36 AM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Hi Cordelia,

Apologies for not being able to reach out yesterday via phone, I wanted to provide you with these comments before we spoke, and I have just now this morning been able to prepare them. Yesterday, I reviewed the project with Trent Greenan, a Staff Architect, for consistency with the Department’s Residential Design Guidelines (RDGs). Please address the following comments, in addition to the items provided by Chris Townes.

1. Along the northwest property line (with 444 Eureka), the project proposes a three-story, 9’-6” deep rear addition. The result is a three story massing adjacent to the open rear yard of 444 Eureka Street. The Department does not find this design to be consistent with the RDGs in regards to building scale at the mid-block open space. The Department requests that the 7’-5” deep massing/addition at the rear of the 3rd floor (located beyond the depth of the rear wall at 444 Eureka), should be setback 5’ from the side property line. (The project is proposing at the 3rd floor a new lightwell, the Department would support the recapturing of square footage in this area as it is located above the existing structure at 444 Eureka Street.)

See RDGs pages 25-26, GUIDELINE: Design the height and depth of the building to be compatible with the existing building scale at the mid-block open space.

2. On the Proposed Front Elevation (Sheet A-200), please label windows as “existing to remain” or new windows. If and where new windows are proposed, call out the proposed materials and operation type. Windows should have a substantial exterior reveal depth (minimum 2”).

https://default.sfplanning.org/publications_reports/residential_design_guidelines.pdf

Thank you,

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Mariana Mijangos

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Hi Jeff,

I wanted to circle back around to see if you had any info for us.

Thanks,
Cordelia

On Thu, Jan 30, 2020 at 5:50 PM Cordelia Kotin wrote:
Hi Jeff,

Hope all is well. I wanted to reach out and check in on the planning side of things. We're sending an update to our client and want to give them a timeline of when to expect your mailing to go out. Do you have any other info we can pass along to them?

Thanks,
Cordelia

On Fri, Jan 24, 2020 at 10:54 AM Cordelia Kotin wrote:
Great, thanks!
Please let me know if you need anything else from us.

Best,
Cordelia

On Fri, Jan 24, 2020 at 10:51 AM Horn, Jeffrey (CPC) wrote:
Hi Cordelia,

Everything is handled in-house.

Jeff Horn, Senior Planner
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Sent from Mail for Windows 10

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Sent: Thursday, January 23, 2020 5:16 PM  
To: Horn, Jeffrey (CPC)  
Cc: Benjamin McGriff  
Subject: Re: 436 Eureka

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From: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Sent: Monday, November 11, 2019 9:33 AM
To: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: Re: 436 Eureka

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Thanks for reaching out, I look forward to our discussion.

Best,

Cordelia

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Cordelia Kotin

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SAN FRANCISCO, CA 94103

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Hi Benjamin,

I reviewed the EPR plans and confirmed they were consistent with the plans that were sent out for neighborhood notice. I signed the permit and plans and completed the Planning Station in DBI’s system.

<table>
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<th>Out Hold</th>
<th>Finish</th>
<th>Checked By</th>
<th>Phone</th>
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<td>CPB</td>
<td>8/10/20</td>
<td>8/10/20</td>
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<td></td>
<td>8/10/20</td>
<td>VICTORIO CHRISTOPHER</td>
<td>628-652-3240</td>
<td>Project Approved. EPR project. Vertical (basement) and horizontal rear addition to add 1,790 SF to an existing single-family home. <a href="mailto:jeffrey.horn@sfgov.org">jeffrey.horn@sfgov.org</a> 2/9/2021. Reassigned from Chris Townes 10/29/2019.</td>
</tr>
<tr>
<td>3</td>
<td>CP-ZOC</td>
<td>11/16/18</td>
<td>1/16/19</td>
<td></td>
<td></td>
<td>2/9/21</td>
<td>HORN JEFFREY</td>
<td>628-652-7300</td>
<td></td>
</tr>
</tbody>
</table>

I sent an email to DBI to let them know Planning completed our Approval. Just a note, there is a Child Care facility impact fee that Planning administers, that I assessed on the project, which is $1.18 per square foot of the addition, a total of $2,112.20.

Thank you!

Jeff Horn, Senior Planner
Southwest Team, Current Planning Division
San Francisco Planning
49 South Van Ness Avenue, Suite 1400, San Francisco, CA 94103
Direct: 628.652.7633 | www.sfplanning.org
San Francisco Property Information Map

Due to COVID-19, San Francisco Planning is operating remotely, and the City’s Permit Center is open on a limited basis. Our staff are available by e-mail, and the Planning and Historic Preservation Commissions are convening remotely. The public is encouraged to participate. Find more information on our services here.

I am working from home during this time and will be available through email.
On Mon, Feb 1, 2021 at 5:21 PM Washington, Delvin (CPC) <delvin.washington@sfgov.org> wrote:

Chris Townes no longer works with the SF Planning Department and this permit was taken over by Jeffrey Horn.

From: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Sent: Monday, February 1, 2021 3:09 PM
To: Townes, Chris (REC) <chris.townes@sfgov.org>
Cc: Washington, Delvin (CPC) <delvin.washington@sfgov.org>; Mandy Wang <mandy@mcgriffarchitects.com>
Subject: Re: 436 Eureka-Next Steps (Building Permit Application No. 2018.10.09.2526) Check in

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Thanks in advance for an update when you have time.

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Benjamin

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Please be aware that the Planning Department’s offices are closed. I am working from home during this time and available through email.

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We'd like to make sure that we keep this project moving forward (as safely as possible). Can you confirm next steps for us? What does our timeline look like?

Thanks,

Cordelia

--
Thank you for the update, Delvin.

Jeffrey, when you have time, please let us know where this project stands. It has been a non controversial design yet in pursuit of a site permit since 2018.

Thanks a bunch,
Benjamin

Benjamin McGriff, AIA

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San Francisco Planning Department
1650 Mission Street, Suite 400, San Francisco, CA 94103
Direct: 415-575-6925 | Email: jeffrey.horn@sfgov.org

www.sfplanning.org | San Francisco Property Information Map

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Thanks,

Cordelia

--

Cordelia Kotin

McGRIFF ARCHITECTS

1475 FIFTEENTH STREET
SAN FRANCISCO, CA 94103

415.525.3561
Hi Cordelia,

Yes, please use the website as the guide, Planning has no part of this process.

Thanks, Jef

---

Wonderful! Thanks for the update.
For the EPR we just follow the steps on the website? Will it automatically be routed to the appropriate desk (building etc)?

[https://sf.gov/submit-building-permit-requests](https://sf.gov/submit-building-permit-requests)

Thanks again!
Cordelia

---

Hi Cordelia,

No DRs were received. You should be all set to submit for EPR submittal.

Thank you!

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Hi Cordelia,

I wanted to send a quick follow up to make sure you received this. Were there any other complaints files? Please feel free to reach out with any questions.
Hi Jeff,

See attached for our signed declaration. Please let me know if you need anything else.

Thanks!
Cordelia

On Tue, Apr 7, 2020 at 11:30 PM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Hi Cordelia,

Please email a PDF of the signed declaration, I do not know when we will return to our offices, and Planning is effectively digital/paperless at this point.

The Department of Building Inspection has also moved to electronic submittals as well, and your next submittal will need to be made electronically at https://sf.gov/submit-plans-or-addenda-existing-projects

However, DBI is currently only accepting plans for "essential" projects. You may have to wait a little bit until all project types are allowed to submit.

Thank you!

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From: Cordelia Kotin <cordelia@mcgriffarchitects.com>
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To: Horn, Jeffrey (CPC)
Cc: Benjamin McGriff
Subject: Re: 436 Eureka-Next Steps (Building Permit Application No. 2018.10.09.2526) Check in

Hi Jeff,

Thanks for the update! We'll update our notification poster and notify our clients as well (they have left town...
during shelter in place). When the time comes, shall we mail back in our declaration of posting back in per normal procedures etc? Will the project move on to the other stations at that time? You had requested we print a full size updated set to take in, will you building be open and will there be a way for our office to bring in our updated/printed set?

Thanks!
Cordelia

On Mon, Apr 6, 2020 at 7:01 AM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Hi Cordelia,

The Section 311 notification period will be recommencing tomorrow, the new expiration date for 436 Eureka Street is April 8, 2020. Please update on the orange poster and update any individuals you have been in contact with.

Information about 311’s and DR’s have been updated on our [website](https://sfplanning.org/).

“If a project’s Section 311 notification period began prior to the Shelter in Place Order, the Project Sponsor must put a note on the 311 poster(s), or add an additional poster stating that the 311 notice period will be extended by the number of days such notice fell within the Shelter in Place Order. For example, if a 311 notice started on March 1 and was set to expire on March 31, that notice would continue for another 15 days once the Shelter in Place Order is to end on April 7. Project Sponsors should also communicate this extension to any parties that contact them regarding information about the project.”

“(04/02/2020) All Building Permit neighborhood notifications (known as "311s") which had already been issued were placed on hold, and no new notifications were issued, as of March 17, 2020 in response to the inability to file for Discretionary Review. On April 7, 2020, the Department will resume the ‘clock’ for all neighborhood notifications that were previously issued.”

Thank you!

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I am working from home during this time and will be available through email.

From: Horn, Jeffrey (CPC)
Sent: Tuesday, March 17, 2020 9:16 AM
To: Cordelia Kotin; Benjamin McGriff
Subject: RE: 436 Eureka-Next Steps (Building Permit Application No. 2018.10.09.2526) Check in

Hi Cordelia,

Per directive of the Mayor, the offices for Planning ([https://sfplanning.org/](https://sfplanning.org/)) and DBI ([https://sfdbi.org/](https://sfdbi.org/)) are
closed for at least the next 3 weeks. No staff is on-site in either office.

The closure happened so quickly, I have yet to hear how the Department is going to address 311 notices that complete their 30-day period during the shut down. Theoretically, there could be a person(s) who intended to file a DR but is now unable too. I will provide an update when more information is known.

When our offices reopen, to complete Planning’s review, you will need to resubmit two copies of the revised Site Permit to DBI, 2nd Floor of 1660. Planning will receive the materials from DBI and I will stamp and sign the revised plans and the building permit and forward them back to DBI to continue the Site Permit’s review.

Please note that Williams involvement was with organizing the mailing of the 311 notice. I remain the Planner for completion of Planning’s review of the Site Permit.

Thank you, and I hope you are safe and well!

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Hi Jeff,

For you.

Thanks,

William

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>  
Sent: Monday, March 16, 2020 2:41 PM  
To: San, William (CPC) <william.san@sfgov.org>; Benjamin McGriff <benjamin@mcgriffarchitects.com>  
Subject: 436 Eureka-Next Steps (Building Permit Application No. 2018.10.09.2526) Check in

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi William,

Hope all is well with you and your staying safe amid these uncertain times. We wanted to check in on next steps regarding 436 Eureka street- Building Permit Application No. 2018.10.09.2526. Our notification period is up on the 19th and I wanted to know what we should expect (typically vs now with closures). Will the project move through review of the other stations? Will PIC and DBI be open in the next few weeks? Are planners/plan checkers working from home? We’ll follow up with our planner as well, but would like to know all the steps on your end are complete and the project is ready to move on.
Thanks,
Cordelia

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Submit plans or addenda for existing projects | San Francisco

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sf.gov

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SAN FRANCISCO, CA 94103  
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www.mcgriffarchitects.com
Wonderful! Thanks for the update.
For the EPR we just follow the steps on the website? Will it automatically be routed to the appropriate desk (building etc)? [https://sf.gov/submit-building-permit-requests](https://sf.gov/submit-building-permit-requests)
Thanks again!
Cordelia

On Fri, May 8, 2020 at 9:29 AM Horn, Jeffrey (CPC) wrote:

Hi Cordelia,

No DRs were received. You should be all set to submit for EPR submittal.

Thank you!

Jeff Horn, Senior Planner
Southwest Team, Current Planning Division
San Francisco Planning Department
1650 Mission Street, Suite 400, San Francisco, CA 94103
Direct: 415-575-6925 | Email: jeffrey.horn@sfgov.org

[www.sfplanning.org](http://www.sfplanning.org) | [San Francisco Property Information Map](http://www.sfplanning.org)

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The Planning Department is open for business during the Shelter in Place Order. Most of our staff are working from home and we’re available by e-mail. Our Public Portal, where you can file new applications, and our Property Information Map are available 24/7. The Planning Commission is convening remotely and the public is encouraged to participate. The Board of Appeals and Board of Supervisors are accepting appeals via e-mail despite office closures. All of our in-person services at 1650 and 1660 Mission Street are suspended until further notice. [Click here for more information](http://www.sfplanning.org).

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Hi Cordelia,

Not a problem! We are in very unusual times right now.

I checked in with the Zoning Administrator on this issue. No Department policy has been determined or issued yet. But it sounds like it will be something similar to what you describe below, if a notice expired 4 days after the shutdown, then 4 days would added after office’s reopen. I will send an update when the policy issued.

Just an FYI, I heard no complaints about the project during the noticing. I did receive an email that was complaining about the overall amount of construction that is occurring on the block. I am forwarding that right now.

To be safe, yes please keep the sign up.

Thank you!

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Due to the Shelter in Place order, the Planning Department will be operating under reduced capacity with most of our staff working remotely. Our offices at 1650 Mission Street will be closed; the Planning Information Center (PIC) at 1660 Mission Street will be closed; the Planning and Historic Preservation Commissions will be cancelled until Thursday April 9, at the earliest; and the March 25 Zoning Variance hearing will be cancelled. Click here for more information about our services and how to contact Planning staff during the office closure.

Hi Cordelia Kotin,

So sorry for sending that note to Chris. In my haste to get out emails before eod on Monday (before the shut down) I completely forgot about the planner switch. As our clients 30 day period ends today, should I send them a note recommending they leave up their notification poster until the end
of the shutdown plus 4 days (the number of days they had left before)? If they're still technically in their review period, I would hate to have accidentally negate our whole process because of simple confusion. Please keep me updated, this is uncharted territory for us (I'm sure for you too).

Thanks for all your help. We really appreciate it!

Please stay safe and healthy. I'm currently WFH and getting a little antsy.

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Please note that Williams involvement was with organizing the mailing of the 311 notice. I remain the Planner for completion of Planning’s review of the Site Permit.

Thank you, and I hope you are safe and well!

**Please be aware that the Planning Department’s offices are closed. I am working from home during this time and will be available through email.**

Jeff Horn, Senior Planner  
Southwest Team, Current Planning Division  
San Francisco Planning Department  
1650 Mission Street, Suite 400, San Francisco, CA 94103  
Direct: 415-575-6925 | Email: jeffrey.horn@sfgov.org  
www.sfplanning.org | San Francisco Property Information Map

---

Hi Jeff,

For you.

Thanks,

William

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From: Cordelia Kotin <cordelia@mcgriffarchitects.com>  
Sent: Monday, March 16, 2020 2:41 PM  
To: San, William (CPC) <william.san@sfgov.org>; Benjamin McGriff <benjamin@mcgriffarchitects.com>  
Subject: 436 Eureka-Next Steps (Building Permit Application No. 2018.10.09.2526) Check in
Hi William,

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DECLARATION OF POSTING

FOR SECTION 311 / 312 ONLY

I, _________________________________, do hereby declare as follows:

1. On ____________________________, 20___, I posted a public notice on the project site (one on each frontage for through and corner lots) indicating my intention to secure a building permit and describing the extent of the proposed work for the property located at 436 Eureka Street. The public notice was furnished to me by the Planning Department.

2. After posting the aforementioned notice, I determined that the required notice was posted during the requisite duration between ___________________________ and ___________________________, 20___.

Building Application Number: No. 2018.10.09.2526

Project Address: 436 Eureka Street

I declare under the penalty of perjury under the laws of the State of California that the foregoing is true and correct.

EXECUTED ON THIS DAY ___________________________, 20___, IN SAN FRANCISCO.

[Signature]

Steve Martisaukas

Name (Print or Type)

Owner

Relationship to Project: e.g. owner, Attorney, Architect, etc.

Submit completed Declaration of Posting immediately to the Project Planner after the expiration date.

www.sfplanning.org
Thanks Chris, I responded to Cordelia earlier this morning.

Please be aware that the Planning Department’s offices are closed. I am working from home during this time and available through email.

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Hi Chris,

Hope all is well with you. We wanted to check in to see what next steps look like as our 30 day period draws to a close. We just got an alert that all non-essential business must close, however, our
The Planning/DBI office will be working from home. Will Planning/DBI still be open? The planning website hasn't been updated yet.

We'd like to make sure that we keep this project moving forward (as safely as possible). Can you confirm next steps for us? What does our timeline look like?

Thanks,
Cordelia

--
Cordelia Kotin

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Hi Cordelia,

Please email a PDF of the signed declaration, I do not know when we will return to our offices, and Planning is effectively digital/paperless at this point.

The Department of Building Inspection has also moved to electronic submittals as well, and your next submittal will need to be made electronically at https://sf.gov/submit-plans-or-addenda-existing-projects

However, DBI is currently only accepting plans for "essential" projects. You may have to wait a little bit until all project types are allowed to submit.

Thank you!

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REDUCED CAPACITY DURING THE SHELTER IN PLACE ORDER -- The Planning Department is open for business. Most of our staff are working from home and we’re available by e-mail. Our Public Portal, where you can file new applications, and our award-winning Property Information Map are available 24/7. Similarly, the Board of Appeals and Board of Supervisors are accepting appeals via e-mail despite office closures. To protect everyone’s health, all of our in-person services at 1650 and 1660 Mission Street are suspended, and the Planning and Historic Preservation Commissions are cancelled until April 9, at the earliest. Click here for more information.

Hi Jeff,

Thanks for the update! We'll update our notification poster and notify our clients as well (they have left town during shelter in place). When the time comes, shall we mail back in our declaration of posting back in per normal procedures etc? Will the project move on to the other stations at that time? You had requested we print a full size updated set to take in, will you building be open and will there be a way for our office to bring in our updated/printed set?
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Information about 311’s and DR’s have been updated on our website.

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On Mon, Apr 6, 2020 at 7:01 AM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

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Thanks,

Cordelia

--

Cordelia Kotin
Hi Jeffrey,

Thanks for your note, I'll let our homeowners know that they should keep their sign up. I know in these uncertain times there is a lot of stress on you/your department. Thanks for staying active and alert for us.

Best,
Cordelia

On Thu, Mar 19, 2020 at 10:00 AM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Hi Cordelia,

Not a problem! We are in very unusual times right now.

I checked in with the Zoning Administrator on this issue. No Department policy has been determined or issued yet. But it sounds like it will be something similar to what you describe below, if a notice expired 4 days after the shutdown, then 4 days would added after office’s reopen. I will send an update when the policy issued.

Just an FYI, I heard no complaints about the project during the notcing. I did receive an email that was complaining about the overall amount of construction that is occurring on the block. I am forwarding that right now.

To be safe, yes please keep the sign up.

Thank you!

Please be aware that the Planning Department’s offices are closed due to the Shelter in Place order. I am working from home during this time and will be available through email.

Jeff Horn, Senior Planner
Due to the Shelter in Place order, the Planning Department will be operating under reduced capacity with most of our staff working remotely. Our offices at 1650 Mission Street will be closed; the Planning Information Center (PIC) at 1660 Mission Street will be closed; the Planning and Historic Preservation Commissions will be cancelled until Thursday April 9, at the earliest; and the March 25 Zoning Variance hearing will be cancelled. Click here for more information about our services and how to contact Planning staff during the office closure.

From: Cordelia Kotin
Sent: Thursday, March 19, 2020 9:20 AM
To: Horn, Jeffrey (CPC)
Subject: Re: 436 Eureka-Next Steps (Building Permit Application No. 2018.10.09.2526)
Check in

Hi Jeff,

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Thanks for all your help. We really appreciate it!

Please stay safe and healthy. I'm currently WFH and getting a little antsy.

Thanks,
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Cordelia Kotin

McGRIFF ARCHITECTS

1475 FIFTEENTH STREET
Hi Benjamin,

The review looks close to complete, but there are some open stations with DBI that you should probably follow up on, highlighted below.

<table>
<thead>
<tr>
<th>Step</th>
<th>Station</th>
<th>Arrive</th>
<th>Start</th>
<th>In Hold</th>
<th>Out Hold</th>
<th>Finish</th>
<th>Checked By</th>
<th>Phone</th>
<th>Hold Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>CPB</td>
<td>11/16/18</td>
<td>11/16/18</td>
<td>11/16/18</td>
<td>TORRES SHIRLEY</td>
<td>628-652-3240</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>CPB</td>
<td>8/10/20</td>
<td>8/10/20</td>
<td>8/10/20</td>
<td>VICTORIO CHRISTOPHER</td>
<td>628-652-3240</td>
<td>Reconcile Paper to B6611-472-439, Permit Center to rescan application into BB, CV;</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 4    | BLDG    | 12/14/20 | 2/18/20  | 3/19/20  | HORN JEFFREY | 628-652-7800 | Emailed 311 cover letter on 2/6/2020 (William)
Mailed Section 311 notice on 2/18/2020; expires 3/19/2020 (William). |
| 5    | CP-NP   | 2/6/20   | 2/18/20  | 3/19/20  | HORN JEFFREY | 628-652-7800 | 3.1 Approved EPR SITE Permit only. ADDENDA requirement(s) for sign off Inspection Conformity Urban Forestry. All sidewalk applications and plans MUST be applied online. Download sidewalk applications at http://www.sfpublicworks.org/services/permits. Your application will be ON-HOLD until all necessary PUBLIC WORKS-BSM permits are completed or plan checker(s) could recommend sign off to the satellite office via email. - RD 8.13 - EPR, comments issued RD. |
| 6    | DPH-BSM | 8/11/20  | 8/12/20  | 8/12/20  | DENNIS RASSENDYLL | 628-271-2000 | 9.1 Approved EPR SITE Permit only. ADDENDA requirement(s) for sign off Inspection Conformity Urban Forestry. All sidewalk applications and plans MUST be applied online. Download sidewalk applications at http://www.sfpublicworks.org/services/permits. Your application will be ON-HOLD until all necessary PUBLIC WORKS-BSM permits are completed or plan checker(s) could recommend sign off to the satellite office via email. - RD 8.13 - EPR, comments issued RD. |
| 7    | SFPUC   | 8/11/20  | 8/20/20  | 8/28/20  | CHUNG DIANA | 628-652-6800 | EPR - Permit has been assessed a Capacity Charge. DBI will collet. See Invoice attached to application. - 08/28/20: Comments addressed. Hold released. - 08/28/20 Placed in Hold pending comments. - 09/20/20 |
| 9    | DFCU    |         |         |         |         |         |         |       |                  |
| 10   | CPB     |         |         |         |         |         |         | 628-652-3240 |                  |

Thanks!

Jeff Horn, Senior Planner
Southwest Team, Current Planning Division
San Francisco Planning

PLEASE NOTE MY NEW ADDRESS AND PHONE NUMBER AS OF AUGUST 17:
49 South Van Ness Avenue, Suite 1400, San Francisco, CA 94103
Direct: 628.652.7633 | www.sfplanning.org
San Francisco Property Information Map

IN ORDER FOR US TO MOVE, OUR OFFICE WILL BE CLOSED WITH NO ACCESS TO PHONES OR E-MAIL ON THURSDAY, AUGUST 13 and FRIDAY, AUGUST 14. WE APPRECIATE YOUR PATIENCE.

Due to COVID-19, San Francisco Planning is not providing any in-person services, but we are operating remotely. Our staff are available by e-mail, and the Planning and Historic Preservation Commissions are convening remotely. The public is encouraged to participate. Find more information on our services here.

I am working from home during this time and will be available through email.

Thanks again,

Jeff Horn, Senior Planner
On Tue, Feb 9, 2021 at 3:43 PM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Hi Benjamin,

I reviewed the EPR plans and confirmed they were consistent with the plans that were sent out for neighborhood notice. I signed the permit and plans and completed the Planning Station in DBI’s system.

<table>
<thead>
<tr>
<th>Step</th>
<th>Station</th>
<th>Arrive</th>
<th>Start</th>
<th>In Hold</th>
<th>Out Hold</th>
<th>Finish</th>
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<th>Phone</th>
<th>Hold Description</th>
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<td>1</td>
<td>CPB</td>
<td>11/16/18</td>
<td>11/16/18</td>
<td></td>
<td>11/16/18</td>
<td></td>
<td>TORRES SHIRLEY</td>
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<td>CPB</td>
<td>8/10/20</td>
<td>8/10/20</td>
<td></td>
<td></td>
<td>8/10/20</td>
<td>VICTORIO CHRISTOPHER</td>
<td>415-652-3240</td>
<td>Reconcile Paper to 88611-472-439, Permit Center to rescan application into BB, CV;</td>
</tr>
<tr>
<td>3</td>
<td>CP-ZOC</td>
<td>11/16/18</td>
<td>11/16/18</td>
<td>2/9/21</td>
<td></td>
<td>2/9/21</td>
<td>HORN JEFFREY</td>
<td>415-652-7300</td>
<td>Project Approved. EPR project. Vertical (basement) and horizontal rear addition to add 1,790 SF to an existing single-family home. <a href="mailto:jeffrey.horn@sfgov.org">jeffrey.horn@sfgov.org</a> Reassigned from Chris Townes 1/30/2021.</td>
</tr>
</tbody>
</table>

I sent an email to DBI to let them know Planning completed our Approval. Just a note, there is a Child Care facility impact fee that Planning administers, that I assessed on the project, which is $1.18 per square foot of the addition, a total of $2,112.20.

Thank you!

Jeff Horn, Senior Planner
Southwest Team, Current Planning Division
San Francisco Planning
49 South Van Ness Avenue, Suite 1400, San Francisco, CA 94103
Direct: 415-554-7673 | www.sfplanning.org
San Francisco Property Information Map

Due to COVID-19, San Francisco Planning is operating remotely, and the City’s Permit Center is open on a limited basis. Our staff are available by e-mail, and the Planning and Historic Preservation Commissions are convening remotely. The public is encouraged to participate. Find more information on our services here.

I am working from home during this time and will be available through email.

---

From: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Sent: Tuesday, February 2, 2021 11:38 AM
To: Washington, Delvin (CPC) <delvin.washington@sfgov.org>, Townes, Chris (REC) <chris.townes@sfgov.org>; Mandy Wang <mandy@mcgriffarchitects.com>, Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>
Subject: Re: 436 Eureka-Next Steps (Building Permit Application No. 2018.10.09.2526) Check in

Jeffrey, when you have time, please let us know where this project stands. It has been a non controversial design yet in pursuit of a site permit since 2018.

Thanks a bunch,
Benjamin

Benjamin McGriff, AIA
McGriff Architects
1475 15th Street
SF, California 94103
415.525.3561
www.mcgriffarchitects.com

---

On Mon, Feb 1, 2021 at 5:21 PM Washington, Delvin (CPC) <delvin.washington@sfgov.org> wrote:

Chris Townes no longer works with the SF Planning Department and this permit was taken over by Jeffrey Horn.

From: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Sent: Monday, February 1, 2021 3:09 PM
To: Townes, Chris (REC) <chris.townes@sfgov.org>
Hi Chris,

I hope this email finds you well.

I am writing today to see where we stand with issuance of our site permit for this project. Per the online permit tracker, it appears that we may be back on your desk though it’s not terribly clear to me.

Thanks in advance for an update when you have time.

Best,
Benjamin

Benjamin McGriff, AIA
McGriff Architects
1475 15th Street
SF, California 94103
415.525.3561
www.mcgriffarchitects.com

---

On Tue, Mar 17, 2020 at 9:23 AM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Thanks Chris, I responded to Cordelia earlier this morning.

Please be aware that the Planning Department’s offices are closed. I am working from home during this time and available through email.

Jeff Horn, Senior Planner
Southwest Team, Current Planning Division
San Francisco Planning Department
1650 Mission Street, Suite 400, San Francisco, CA 94103
Direct: 415-575-6925 | Email: jeffrey.horn@sfgov.org
www.sfplanning.org | San Francisco Property Information Map

---

From: Townes, Chris (REC)  
Sent: Tuesday, March 17, 2020 9:20 AM  
To: Horn, Jeffrey (CPC)  
Cc: Washington, Delvin (CPC)  
Subject: Fw: 436 Eureka-Next Steps (Building Permit Application No. 2018.10.09.2526) Check in

Jeff,

Please see inquiry email below from Cordelia Kotin regarding 436 Eureka Street project for Planning response.

Thanks,

Chris

---

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>  
Sent: Monday, March 16, 2020 4:23 PM  
To: Townes, Chris (REC) <chris.townes@sfgov.org>; Benjamin McGriff <benjamin@mcgriffarchitects.com>  
Subject: 436 Eureka-Next Steps (Building Permit Application No. 2018.10.09.2526) Check in

---

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Chris,
Hope all is well with you. We wanted to check in to see what next steps look like as our 30 day period draws to a close. We just got an alert that all non-essential business must close, however, our office will be working from home. Will Planning/DBI still be open? The planning website hasn't been updated yet.

We'd like to make sure that we keep this project moving forward (as safely as possible). Can you confirm next steps for us? What does our timeline look like?

Thanks,
Cordelia

--
Cordelia Kotin

McGRIFF ARCHITECTS
1475 FIFTEENTH STREET
SAN FRANCISCO, CA 94103
415.525.3581
www.mcgriffarchitects.com
Thanks a bunch for the update, Jeff!

Once DBI receives the approved plans is the next step the issuance of the site permit or are there steps prior?

Thanks again,
Benjamin

Benjamin McGriff, AIA
McGriff Architects
1475 15th Street
SF, California 94103
415.525.3561
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Thanks a bunch,

Benjamin

Benjamin McGriff, AIA

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Jeff Horn, Senior Planner
Southwest Team, Current Planning Division
San Francisco Planning Department
1650 Mission Street, Suite 400, San Francisco, CA 94103
Direct: 415-575-6925 | Email: jeffrey.horn@sfgov.org
www.sfplanning.org | San Francisco Property Information Map
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Thanks,

Cordelia

--

Cordelia Kotin

McGRIFF ARCHITECTS
1475 FIFTEENTH STREET
SAN FRANCISCO, CA 94103
415.525.3561
Hi Adrian,

Planning has approved the EPR for this permit. PTS stations have been closed and fees entered.

Thank you!

Jeff Horn, Senior Planner
Southwest Team, Current Planning Division
San Francisco Planning

PLEASE NOTE MY NEW ADDRESS AND PHONE NUMBER AS OF AUGUST 17, 2020:
49 South Van Ness Avenue, Suite 1400, San Francisco, CA 94103
Direct: 628.652.7633 | www.sfplanning.org
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I am working from home during this time and will be available through email.

Hello,

We received an EPR submittal for permit application 201810092526 at 436 Eureka St. - Intake

Use this link to join the Bluebeam Studio Session to review and/or assign to a plan reviewer:

436 Eureka St 201810092526 REVIEW
Session ID: 954-555-245
Session URL: https://studio.bluebeam.com/join.html?ID=954-555-245

When you are ready to assign the permit, forward this email to the assigned plan reviewer and update PTS.

Find step-by-step instructions for how to mark-up and comment in the plan reviewer guide. Update the Bluebeam status, PTS, and stamp when you are done.

Reply to this email if you have any questions.
Thank you,
Adrian Domingo
Department of Building Inspection
City & County of San Francisco
Hi Jeffrey,

We have checked the quality of the applicant’s resubmitted materials for Permit Application 201810092526 SITE - 436 Eureka St. (Intake)

Use this link to re-join the Bluebeam Studio Session and continue your review:

436 Eureka St 201810092526 REVIEW
Session ID: 954-555-245
Session URL: https://studio.bluebeam.com/join.html?ID=954-555-245

Please review and stamp below drawing, application form, and update the PTS:
201810092526_BLDG DWGS-REV3.pdf
201810092526_Form3.pdf

Step-by-step instructions for reconciling comments can be found in the plan reviewer guide, pages 7-9. When completed, stamp, update your Bluebeam status and PTS.

If you have questions, email anhhai.pham@sfgov.org.

Thank you,
Anh Hai Pham
Department of Building Inspection
City & County of San Francisco
SAN FRANCISCO BOARD OF APPEALS

SUSY CHEN, Appellant,

v.

CITY AND COUNTY OF SAN FRANCISCO, SAN FRANCISCO DEPARTMENT OF BUILDING INSPECTION, Respondents.

STEVE MARTISAUSKAS, Determination Holder.

I, Michael A. Garavaglia, declare as follows:

1. I am the Principal of Garavaglia Architect, Inc. I make this declaration based on my own personal knowledge of the following facts, except to those matters stated on information and belief, and as to those matters, I believe them to be true. If called as a witness herein, I can and will competently testify thereto.

2. I am a licensed architect with 40 years of experience in the architectural profession designing a wide range of facilities for clients in the governmental, commercial and residential community.
3. I have reviewed all of the project plans for Building Permit Application Number 2018092526 (BPA No. 2018092526) for the residential expansion project at 436 Eureka Street, as well site photos, notes, and satellite imagery of 436 Eureka Street and 430-432 Eureka Street.

4. Based upon my years of experience and knowledge of the project, the project plans for BPA No. 2018092526 will have significant adverse impacts to the natural light that reaches the existing lightwell along the southern property line of 430-432 Eureka Street. In addition, the project plans omit several lightwell windows and do not adequately show the relationship between the project plans and the lightwell of the adjacent building at 430-432 Eureka Street.

5. Susy Chen provided me with marked project plans that upon information and belief accurately show the location of the lightwell and windows. Susy Chen also provided me with site photos that she modified that upon information and belief accurately show the impact of the project to the light and air that reaches the lightwell windows at 430-432 Eureka Street.

5. A true and correct copy of the project plans and photos are attached hereto as Exhibit A.

6. Based upon my years of experience and knowledge of the project, I have identified several design modifications to the project that would help protect the light and air that reaches the lightwell windows at 430-432 Eureka Street while minimizing any impact to the project. These design modifications include a notched roof above the staircase that is adjacent to the lightwell; shifting the third-floor master bedroom south by approximately 5 foot 9 inches and reducing the ceiling height of the master bedroom from ten feet to nine feet; and shifting the second-floor skylight west by approximately three feet and shifting the third-floor skylight by approximately 7 feet to eliminate the need for a parapet adjacent to the lightwell. I have created alternative plans to show these design modifications.

7. A true and correct copy of the alternative project plans are attached hereto as Exhibit B.
I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed on March 24, 2022 in San Francisco, CA.

By: Michael A. Garavaglia
432 EUREKA

Window 1

Bedroom with one window
Window 1
Lightwell

Proposed Wall on Property Line
CURRENT

Excerpt from Sheet A-1.00 of 311 Plan Set

PERMIT PLAN  Second Floor expansion in red

Windows 3 on each floor

4 foot expansion on property line
Windows omitted from 311 Plans and Permit Plans

Planned expansion on property line

Subject Property
First Floor Roof

430 Eureka

432 Eureka
432 EUREKA

WINDOW 2

Direct Sunlight

Blue tape marking expansion line

PERMIT PLAN

0 setback

3’ setback

Overlay of New Walls
Window 2
Direct Sunlight - March 10, 2022 at 12:32 PM

PERIMT PLANS – overlay of new walls

Blue tape
expansion mark

0 setback

3’ setback
Tape marking proposed expansion on property line

Proposed New Walls

Tape marking proposed expansion on property line
CURRENT

Tape marking proposed expansion on property line

PERMIT PLANS – new walls

Tape marking proposed expansion on property line
Proposed Modifications

436 Eureka
24 Mar 2022

Retain existing notch location

Shift skylight to avoid parapet across lightwell opening

Shift skylight away from roof edge to avoid need for parapet

Shift addition further from property line