

DOCUMENTS FOR THE ORIGINAL HEARING ON APRIL 13, 2022

BOARD OF APPEALS, CITY & COUNTY OF SAN FRANCISCO

Appeal of
SUSY CHEN,)
Appellant(s))
vs.)
DEPARTMENT OF BUILDING INSPECTION,)
PLANNING DEPARTMENT APPROVAL Respondent)

Appeal No. **22-013**

NOTICE OF APPEAL

NOTICE IS HEREBY GIVEN THAT on February 25, 2022, the above named appellant(s) filed an appeal with the Board of Appeals of the City and County of San Francisco from the decision or order of the above named department(s), commission, or officer.

The substance or effect of the decision or order appealed from is the ISSUANCE on February 11, 2022 to Steve Martisauskas, of a Site Permit (Horizontal expansion at rear of all levels; new interior stairs to connect all levels; remodel and reconfigure interior walls throughout per plans; excavate and expand existing garage; new doors and windows per elevations, two new bedrooms and two new bathrooms; in-ground hot tub location in rear yard; remodel kitchen) at 436 Eureka Street.

APPLICATION NO. 2018/10/09/2526

FOR HEARING ON April 13, 2022

Address of Appellant(s):

Address of Other Parties:

Susy Chen, Appellant(s) 432 Eureka Street San Francisco, CA 94114	Steve Martisauskas, Permit Holder(s) c/o Nick Thomas, Agent for Permit Holder(s) Thomas Works Architecture and Design
---	---



Date Filed: February 25, 2022

**CITY & COUNTY OF SAN FRANCISCO
BOARD OF APPEALS**

PRELIMINARY STATEMENT FOR APPEAL NO. 22-013

I / We, **Susy Chen**, hereby appeal the following departmental action: **ISSUANCE of Alteration Permit No. 2018/10/09/2526** by the **Department of Building Inspection** which was issued or became effective on: **February 11, 2022**, to: **Steve Martisaukas and Courtney Martisaukas**, for the property located at: **436 Eureka Street**.

BRIEFING SCHEDULE:

The Appellant may, but is not required to, submit a one page (double-spaced) supplementary statement with this Preliminary Statement of Appeal. No exhibits or other submissions are allowed at this time.

Appellant's Brief is due on or before: 4:30 p.m. on **March 24, 2022, (no later than three Thursdays prior to the hearing date)**. The brief may be up to 12 pages in length with unlimited exhibits. It shall be double-spaced with a minimum 12-point font. An electronic copy shall be emailed to: boardofappeals@sfgov.org, julie.rosenberg@sfgov.org tina.tam@sfgov.org nick@thomas-works.com

Respondent's and Other Parties' Briefs are due on or before: 4:30 p.m. on **April 7, 2022, (no later than one Thursday prior to hearing date)**. The brief may be up to 12 pages in length with unlimited exhibits. It shall be doubled-spaced with a minimum 12-point font. An electronic copy shall be emailed to: boardofappeals@sfgov.org, julie.rosenberg@sfgov.org tina.tam@sfgov.org susychen@gmail.com

Hard copies of the briefs do NOT need to be submitted to the Board Office or to the other parties.

Hearing Date: **Wednesday, April 13, 2022, 5:00 p.m.**, City Hall, Room 416 Information for access to the hearing will be provided before the hearing date.

All parties to this appeal must adhere to the briefing schedule above, however if the hearing date is changed, the briefing schedule MAY also be changed. Written notice will be provided of any changes to the briefing schedule.

In order to have their documents sent to the Board members prior to hearing, **members of the public** should email all documents of support/opposition no later than one Thursday prior to hearing date by 4:30 p.m. to boardofappeals@sfgov.org. Please note that names and contact information included in submittals from members of the public will become part of the public record. Submittals from members of the public may be made anonymously.

Please note that in addition to the parties' briefs, any materials that the Board receives relevant to this appeal, including letters of support/opposition from members of the public, are distributed to Board members prior to hearing. All such materials are available for inspection on the Board's website at www.sfgov.org/boa. You may also request a hard copy of the hearing materials that are provided to Board members at a cost of 10 cents per page, per S.F. Admin. Code Ch. 67.28.

The reasons for this appeal are as follows:

See attachment

Appellant or Agent:

Signature: Via Email

Print Name: Susy Chen, appellant

This is an appeal to permit number 201810092526. I am the owner and resident in the neighboring home at 430-432 Eureka. This appeal is to the part of the permit that includes building a second floor addition adjacent to my building. I am concerned that the planned second floor addition would severely impair the light and air to my home.

For four of the bedrooms in my home, the sole source of light and air is from a lightwell. For two of those bedrooms, a single window is the only source of light. The light and air to the lightwell comes from an opening on the second floor. The permit plan would extend the adjacent building at the second floor substantially closing off the lightwell's source of light and air.

The Residential Design Guidelines (page 16) requires design modification to minimize impact on light when a project will have a greater impact on the light of a neighboring building. In the circumstance of this particular project, the planned addition will block the lightwell that is critical to preserving the habitability of the bedrooms of my home.

To minimize the impact on light, the Residential Design Guidelines (page 16) calls for setbacks on the upper floor and a sloped roof design. The permit addition design does not incorporate a sloped roof design and does not provide for enough setback to minimize the severe impact on light to the neighboring building.

Permit Details Report

Report Date: 2/25/2022 3:14:06 PM

Application Number: 201810092526
 Form Number: 3
 Address(es): 2767 / 002A / o 436 EUREKA ST
 Description: HORIZONTAL EXPANSION @ REAR OF ALL LEVELS.(N) INTERIOR STAIR TO CONNECT ALL LEVELS. REMODEL & RECONFIGURE INTERIOR WALLS THROUGHOUT PER PLAN EXCAVATE & EXPAND EXISTING GARAGE.(N) DOORS AND WINDOWS PER ELEVATIONS, NEW 2 BEDS & 2 BATHS.IN GROUND HOT TUB LOCATION IN REAR YARD.REMODEL KITCHEN
 Cost: \$800,000.00
 Occupancy Code: R-3
 Building Use: 27 - 1 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
10/9/2018	TRIAGE	
10/9/2018	FILING	
10/9/2018	FILED	
2/9/2022	APPROVED	
2/11/2022	ISSUED	

Contact Details:

Contractor Details:

License Number: OWN
 Name: OWNER OWNER
 Company Name: OWNER
 Address: OWNER * OWNER CA 00000-0000
 Phone:

Addenda Details:

Description:

Step	Station	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Hold Description
1	CPB	11/16/18	11/16/18			11/16/18	TORRES SHIRLEY	
2	CPB	8/10/20	8/10/20			8/10/20	VICTORIO CHRISTOPHER	Reconcile Paper to BB611-472-439, Permit Center to rescan application into BB, CV;
3	CP-ZOC	11/16/18	1/16/19			2/9/21	HORN JEFFREY	Project Approved. EPR project. Vertical (basement)and horizontal rear addition to add 1,790 SF to an existing single-family home. jeffrey.horn@sfgov.org 2/9/2021. Reassigned from Chris Townes 10/29/2019.
3	CP-NP	2/6/20	2/18/20			3/19/20	HORN JEFFREY	Emailed 311 cover letter on 2/6/2020 (William) Mailed Section 311 notice on 2/18/2020; expir 3/19/2020 (William).
4	BLDG	8/11/20	12/14/20	2/23/21		1/4/22	QUAN SUE	
5	BLDG	12/14/20	2/23/21	2/23/21		1/4/22	QUAN SUE	wkp 999
6	DPW-BSM	8/11/20	8/12/20	8/12/20	12/1/21	12/1/21	DENNIS RASSENDYLL	9.1 Approved EPR SITE Permit only. ADDENI requirement(s) for sign off:Inspection Conformity Urban Forestry. All sidewalk applications and plans MUST be applied onlin Download sidewalk applications at http://www.sfpublishworks.org/services/perm Your application will be ON-HOLD until all necessary PUBLIC WORKS-BSM permits are completed or plan checker(s) could recommen sign off to the satellite office via email. - RD 8.13- EPR, comments issued RD
7	SFPUC	8/11/20	8/20/20	8/20/20	8/28/20	8/28/20	CHUNG DIANA	EPR - Permit has been assessed a Capacity Charge. DBI will collect. See Invoice attached t application. - 08/28/20. Comments addressed Hold released. - 08/28/20 Placed in Hold pending comments. - 08/20/20
8	SFPUC	1/5/22	1/5/22			1/5/22	CHUNG DIANA	RESTAMP. EPR - Permit has been assessed a Capacity Charge. DBI will collect. See Invoice attached to application. - 01/05/22.
9	CP-ZOC	1/27/22	1/27/22			1/27/22	HORN JEFFREY	1/27/2022. Restamp of EPR for non-planning revisions. jeffrey.horn@sfgov.org
10	BLDG	1/27/22	2/3/22			2/3/22	QUAN SUE	Restamp

11	SFPUC	1/27/22	2/1/22			2/1/22	CHUNG DIANA	RESTAMP. EPR - Permit has been assessed a Capacity Charge. DBI will collect. See Invoice attached to application. - 02/01/22.
12	DPW-BUF	1/27/22	2/7/22			2/7/22	KELLER STEPHEN	Approved
13	DFCU	1/27/22	1/27/22			1/27/22	BLACKSHEAR JOHN	1/27/22: Planning entered a Child Care impact fee on this permit. DPW-Bureau of Urban Forestry has entered a requirement to plant (1) tree. The project sponsor must contact DPW-BUF at urbanforestry@sfdpw.org or 628-652-8733 to have the planting inspected and signed off. This requirement must be completed before a final inspection can be scheduled with DBI.
14	PPC	8/11/20	8/11/20			2/8/22	PHAM ANH HAI	2/8/22: Invite sent to CPB to close out permit; HP 1/27/22: Invite sent to BLDG, SFPUC & DPW-BUF to review and stamp REV3.2 drawing; HP 1/27/22: Email sent to DFCU; HI 1/27/22: Invite sent to DCP to review and start REV3 drawing. Email BSM & PUC to stamp application form; HP 11/6/20: scanned by Jennifer Lung of CPC. Plans still with City Planning. ibb 8/12/20: Physically In-Hold by City Planning for scanning. ibb 8/11/20; BB session created. Invite sent to applicant, Horn, BLDG, BSM, PUC; AD 11/16/18 To DCP; HP
15	CPB	2/8/22	2/9/22			2/11/22	SONG SUSIE	2/11/22: PAYMENT RECEIVED. SITE ISSUE EMAILED LINKS TO APPLICANT. STRUCTURAL NOTIFICATION MATERIAL TO CPB. SS 2/11/22: OWNER BUILDER FORM RECEIVED. PENDING PAYMENT, SS 2/9/22 SITE APPROVED IN BB. 22 PGS. EMAILED APPLICANT FOR OWNER BUILDER FORM OR CONTRACTOR LETR/STATEMENT. SS 01/10/2022: School fees posted.ay 01/07/2022 School fees sent.ay

This permit has been issued. For information pertaining to this permit, please call 628-652-3450.

Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
------------------	-------------------	------------------	------------------	-------------	------------

Inspections:

Activity Date	Inspector	Inspection Description	Inspection Status
---------------	-----------	------------------------	-------------------

Special Inspections:

Addenda No.	Completed Date	Inspected By	Inspection Code	Description	Remarks
-------------	----------------	--------------	-----------------	-------------	---------

For information, or to schedule an inspection, call 628-652-3400 between 8:30 am and 3:00 pm.

[Station Code Descriptions and Phone Numbers](#)

[Online Permit and Complaint Tracking home page.](#)

Technical Support for Online Services

If you need help or have a question about this service, please visit our FAQ area.

BRIEF SUBMITTED BY THE APPELLANT(S)

1 RYAN J. PATTERSON (SBN 277971)
2 BRIAN J. O'NEILL (SBN 298108)
3 ZACKS, FREEDMAN & PATTERSON, PC
4 601 Montgomery Street, Suite 400
5 San Francisco, CA 94111
6 Tel: (415) 956-8100
7 Fax: (415) 288-9755
8 ryan@zfplaw.com
9 brian@zfplaw.com

10 Attorneys for Appellant,
11 SUSY CHEN

12 **SAN FRANCISCO BOARD OF APPEALS**

13 SUSY CHEN,

14 Appellant,

15 v.

16 CITY AND COUNTY OF SAN
17 FRANCISCO, SAN FRANCISCO
18 DEPARTMENT OF BUILDING
19 INSPECTION,

20 Respondents.

21 STEVE MARTISAUSKAS,

22 Determination Holder.

APPELLANT'S BRIEF

Date: April 13, 2022
Time: 5:00 p.m.
Appeal No.: 22-013
BPA No.: 201810092526
Address: 436 Eureka Street

23
24
25
26
27
28

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

I. SUMMARY

The Appellant requests a minor project modifications to preserve the sole windows for multiple bedrooms at her property. The Board should grant this appeal because:

- 1. There is no evidence that 311 Notice was given.**
- 2. The project plans omitted the Appellant’s lightwell and windows – in clear violation of Section 311 – which hid the project’s impacts from Planning staff.**
- 3. The project fails to include a side setback and blocks the only windows for two adjacent bedrooms, in violation of the Residential Design Guidelines.**
- 4. The project builds a second story atop an unpermitted rear addition that was never reviewed for consistency with the Planning Code.**
- 5. Simple design modifications, such as a matching lightwell, can solve the problem and preserve light for both properties.**

II. INTRODUCTION

Our office represents Susy Chen, owner and resident of the home at 430-432 Eureka Street, which is directly adjacent to the project site. Ms. Chen has lived in the building for 18 years. She lives in the second floor unit, and tenants rent the first-floor unit. Despite several friendly exchanges with the Permit Holder, including emails regarding repainting the lightwell on Ms. Chen’s property in August 2020, at no time did the Permit Holder disclose to Ms. Chen that there was a pending permit application for a project that would block that same lightwell. Ms. Chen never received Section 311 notice – and neither did her neighbors. The first time Ms. Chen was informed about the project was in February 2022, when she received a notice of permit issuance.

On March 11, 2022, the Department of Building Inspection issued BPA No. 201810092526 for a three-story rear addition to an existing single-family home, as well as other alterations and interior remodeling. The project will block the only source of natural light for the bedrooms on Ms. Chen’s first floor – her tenants’ unit. To wit, the project fails to provide a matching lightwell or side setback in that area, severely impacting six windows and four bedrooms.

As a threshold matter, there is no evidence that a 311 Notice was mailed to adjacent property owners as required by the Planning Code. Six different neighbors have submitted declarations

1 confirming that they did not receive a 311 Notice for the project, and the project file contains no
2 record of a 311 Notice being sent. At a minimum, this permit should be withheld until proper 311
3 Notice is mailed and adjacent property owners are provided an opportunity to review the project.
4 Even if notice had been given, the project plans failed to identify several of Ms. Chen's adjacent
5 windows that will be impacted by the project. The plans obscured the potential impacts, which
6 prevented the Planning Department from conducting an adequate analysis of the project. As a result,
7 the project was never reviewed by the Residential Design Advisory Team for consistency with the
8 Residential Design Guidelines.

9 Moreover, a historical review of the property demonstrates that a rear addition was built to
10 the property line and partially blocked the Appellant's lightwell without proper permits. The current
11 project only exacerbates the impacts of the prior unpermitted expansion by constructing another
12 story atop the illegal addition. At a minimum, the unpermitted development should be included as
13 part of this project proposal and evaluated for consistency with the Planning Code, as would be
14 required in any abatement proceeding.

15 The project is entirely inconsistent with the Residential Design Guidelines, which require
16 projects to consider the immediate context of a project and minimize impacts to the light of adjacent
17 properties. The project fails to incorporate any of the Residential Design Guidelines'
18 recommendations to minimize impacts to light, such as providing shared lightwells or eliminating
19 parapet walls. Rather than provide a shared lightwell to preserve light to both properties, the
20 proposed project includes a skylight adjacent to the Ms. Chen's lightwell with a 30-inch tall parapet,
21 providing light to the Permit Holder's stairwell while choking out all of the natural light available to
22 the bedrooms next door.

23 The Board should grant this appeal and require proper 311 Notice, with accurate plans that
24 account for the unpermitted addition, before the Permit is issued, to allow neighbors the opportunity
25 to voice their concerns and reach a mutually beneficial solution with the Permit Holder.
26 Alternatively, the Board should grant this appeal and direct the Permit Holder to make
27 modifications to the project to protect the light of both properties, as required by the Planning Code
28 and Residential Design Guidelines.

III. ARGUMENT

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

A. Neighborhood Notification for the Project was Not Given

Planning Code Section 311(d) requires written notice of proposed projects to be mailed to all properties within 150 feet of the subject lot. The Planning Code requires that building permit applications “be held for a period of 30 calendar days from the date of the mailed notice to allow review by residents and owners of neighboring properties and by neighborhood groups.”

Here, there is no evidence in the record that a 311 Notice was mailed to neighboring properties as required by the Planning Code. A Sunshine Request was submitted by the Appellant on March 4, 2022 to request all records related to the project, including a specific request for all Neighborhood Notification documents. (Declaration of Susy Chen, “Chen Decl.,” at **Exhibit J.**) The Sunshine Request response included a request by the Planning Department for payment of postage fees, but no evidence that the payment was received or that the 311 Notice was actually mailed. (Chen Decl. at **Exhibit K.**) No proof of payment, declaration of mailing, or any other confirmation of mailing was included in the Sunshine Request response. This is unusual. Six neighbors have submitted declarations confirming that they did not receive a 311 Notice for this project. (Chen Decl. at **Exhibit B.**)

The 311 Notice deficiencies violated the Appellant’s right to have her concerns heard under discretionary review. Had the Appellant received notice two years ago, there was a higher probability that her modifications would be readily accepted. Despite the current appeal, the permit has already been issued which prejudiced her ability to discuss her concerns with the Permit Holder, the Planning Department, and the Planning Commission. Because proper notice was not provided, at a minimum the Board should grant the appeal and require that a 311 Notice be mailed, to allow review by neighbors and other members of the public as required by law.

B. The Project Plans Omit Adjacent Bedroom Windows, in Violation of § 311

Even if the 311 Notice had been mailed, the drawings for the project materially violate Planning Code requirements. Planning Code Section 311(d)(7) states that the 311 Notice must include drawings that show “the full profiles of the adjacent structures including the adjacent structures’ doors, windows and general massing” and “include the full profile of the adjacent

1 building in the foreground of the project, and the adjacent windows, lightwells and general
2 massing.”

3 The purported 311 Notification plans failed to identify the six adjacent windows and four
4 adjacent bedrooms that will be impacted by the project. (Declaration of Mike Garavaglia
5 (“Garavaglia Decl.”, at ¶ 4.) The site plans did not identify the existing lightwell or windows at all,
6 obscuring the potential impacts. The side elevations completely omitted two windows for bedrooms
7 that have no other source of light. The lack of information and inaccurate plans prevented the
8 Planning Department and neighbors from understanding and evaluating the true impact of the
9 project. The absence of information regarding the adjacent properties that is *specifically required*
10 by the Planning Code prevented any meaningful review, even if 311 Notice had been provided.

11 C. Significant Unpermitted Development Occurred at the Property

12 The property underwent a historical review as part of the project evaluation, which included
13 a review of all the prior building permits for the project. The original 1922 construction permit was
14 for a two-story over basement, 25-foot-wide, 32-foot-deep building. (Chen Decl. at **Exhibit G**.)
15 The 1950 Sanborn Map shows that the subject property had a rear porch that was set back from the
16 lightwell (*id.* at **Exhibit H**), which is confirmed by a 1954 building permit to “dig out under
17 projecting backporch to depth of about 2 feet for headroom under porch.” (*Id.* at **Exhibit I**.)

18 Despite the building permit history showing that the permitted structure was a 32-foot deep
19 building, the 311 Notice describes the existing building as **46** feet deep. It appears at some point a
20 prior property owner illegally installed a rear addition, expanding and converting the “back porch”
21 into residential living space without a permit. The Planning Department’s historical review of the
22 property did not uncover any building permits that approved a rear addition or conversion of the
23 back porch. As a result, the Planning Department reviewed the project with an inaccurate baseline
24 and failed to account for the impact of the unpermitted development on the neighboring property.

25 Significantly, the unpermitted rear addition was built to the property line and partially
26 blocked the Appellant’s lightwell. This project only exacerbates the issue by constructing another
27 story atop the unpermitted expansion, compounding the adverse impacts of the unpermitted
28 addition. At a minimum, the unpermitted development should be included as part of this project

1 proposal and evaluated by the Planning Department for consistency with the Planning Code, as
2 would be required in the violation enforcement procedures in Planning Code Section 176.

3 **D. The Project Does Not Comply With the Residential Design Guidelines**

4 Planning Code Section 101 states that a principal purpose of the code is to “provide
5 adequate light, air, privacy and convenience of access to property, and to secure safety from fire and
6 other dangers.” In addition, the Residential Design Guidelines go beyond mere numerical
7 requirements and are intended to ensure that the specific, unique context of adjacent properties are
8 taken into consideration. The guidelines articulate design expectations meant to avoid unnecessary
9 impacts to adjacent properties. The proposed project is entirely inconsistent with the Guidelines
10 protecting side-spacing, the light and air of adjacent properties, and overall neighborhood context.

11 These Guidelines include:

- 12 • **Guideline: When considering the immediate context of a project, the concern is**
13 **how the proposed project relates to the adjacent buildings.**
- 14 • **Guideline: Respect the existing pattern of side spacing. . . Side spacing helps**
15 **establish the individual character of each building while creating a rhythm to the**
16 **composition of a proposed project.**
- 17 • **Guideline: Articulate the building to minimize impacts on light and privacy to**
18 **adjacent properties**

19 The proposed project ignores the specific context of the adjacent properties and will have
20 significant impacts to light and air to multiple single-window bedrooms. The third-floor addition
21 will extend four feet to the south, directly adjacent to the Appellant’s lightwell, without providing a
22 matching lightwell or any side setback at all. The extension will block the only source of light to
23 four bedrooms, including two rooms with only one window. While the Appellant does not object to
24 the project generally, this four-foot expansion without a setback or matching lightwell would have a
25 significant adverse impact on her tenants’ home. (“Garavaglia Decl.”, at ¶ 4.) Although providing a
26 matching lightwell or side setback would not entirely eliminate the light and air impacts, this
27 solution would greatly minimize the impacts and allow at least some light to reach these existing
28 bedrooms.

1 The Residential Design Guidelines specifically address situations such as this where
2 proposed projects would have a disproportionate impact to light and air due to dense building
3 patterns. In this specific situation, the expansion has a uniquely greater impact on the neighboring
4 building because it is south of the lightwell, blocks the only source of light to six windows and four
5 bedrooms, and further encloses an existing lightwell by building further along the property line.
6 Rather than taking the particular context of adjacent properties into consideration and designing the
7 project to reduce potential impacts, this project ignores that context.

8 The guidelines describe several design modifications that must be considered in order to
9 minimize impacts to neighboring properties, including: 1) Provide setbacks on the upper floors of
10 the building; 2) Include a sloped roof form in the design; 3) Provide shared lightwells to provide
11 more light to both properties; 4) Eliminate the need for parapet walls by using a fire-rated roof.

12 This project fails to incorporate any of the specific design modifications that are required to
13 be considered. The project does not provide a side setback adjacent to the Appellant's bedroom
14 windows and does not provide a shared lightwell to preserve light to both properties. Rather than
15 provide a shared lightwell to preserve light to both properties, the proposed project includes a
16 skylight adjacent to the Appellant's lightwell to provide light for the Permit Holder's stairwell while
17 blocking the natural light that reaches multiple single-window bedrooms of the Appellant's
18 property. This design is entirely inconsistent with the Residential Design Guidelines and shows no
19 consideration for the immediate context of the project, the project's relationship to adjacent
20 buildings, or the impacts to neighbor's light and air.

21 The inclusion of a skylight adjacent to the Appellant's lightwell exacerbates, rather than
22 minimize the project impacts as required by the Residential Design Guidelines. California Building
23 Code Section 705.11 requires a 30-inch-tall parapet when a skylight is located within five feet of a
24 roof edge. Here, the proposed skylight is within five feet of the roof edge and therefore requires a
25 30-inch-tall parapet directly adjacent to the lightwell, further reducing any potential light from
26 reaching the bedrooms next door. The second floor also includes a new skylight just west of the
27 lightwell along the property line, which also requires a new 30-inch-tall parapet that will further
28 reduce any potential light from reaching the lightwell. The project completely ignores the

1 Residential Design Guidelines’ directive to eliminate the need for parapets, and instead designed a
2 project that requires them in the areas that will be most detrimental to the adjacent property.

3 As explained above, the plans for this project omitted the six windows and four bedrooms
4 that will be impacted by the project, which obscured the project’s impacts. As a result of these
5 omissions, the project was never referred to the Residential Design Advisory Team for review for
6 consistency with the Residential Design Guidelines. The lack of 311 Notice prevented neighbors
7 from raising these issues with Planning staff or the Planning Commission. In fact, the Planning
8 Department did request that project be set back five feet from the *south* side property line to bring
9 the project into conformity with the Residential Design Guidelines, yet it did not identify the lack of
10 any side set backs on *north* side property line directly adjacent to the bedroom windows in the
11 Appellant’s home. Had the location of the windows been properly identified and the plans
12 accurately drawn, or had 311 Notice been provided, these issues could have been resolved long ago.

13 **D. Proposed Compromise Solution**

14 The Appellant has discussed proposed solutions with the Permit Holder to resolve this issue,
15 including meeting with the Permit Holder and his architect at the project site. (Chen Decl. at ¶ 19.)
16 The Permit Holder rejected a proposal to shift the rear addition north to provide a three-foot
17 setback, which could easily be accommodated as there is seven feet of open space to the north.
18 However, the Permit Holder rejected this idea because the northern open space would enable him to
19 capture as much southern light as possible, while at the same time blocking the southern light that
20 reaches Ms. Chen’s property. The Permit Holder also rejected a proposal to provide a matching
21 lightwell because this would not fit with his grand staircase design. While the Permit Holder did
22 offer to set back the third-floor master bedroom by one foot, this set-back area is adjacent to a blank
23 wall and would not solve the light impacts to the Appellant’s bedroom windows.

24 Due to the lack of flexibility shown by the Permit Holder and his architect, the Appellant has
25 consulted with her own architect to design a potential solution. As shown below, the proposed
26 project can easily be modified to maintain the integrity of the existing lightwell while still providing
27 virtually the same new square footage by making three minor design changes. First, the Appellant’s
28 lightwell is located adjacent to the proposed large staircase. The ceiling and roof above the staircase

1 are currently designed as a flat roof, making the ceiling above the second-floor landing almost 20
2 feet tall. The ceiling and roof above the staircase could instead include a notch set back from the
3 lightwell, which would still maintain a 9-foot ceiling clearance. (Garavaglia Decl., at **Exhibit B**.)

4 Second, the ceiling of third-floor master bedroom could be shifted 1-foot to the south, as the
5 Permit Holder has already proposed, and the ceiling could be reduced from ten feet to nine feet.
6 This would greatly reduce the shadow impacts to the lightwell from the rear addition. (*Id.*) Third,
7 the second-floor skylight over the kitchen could be shifted west approximately three feet, which
8 would eliminate the need for a 30-inch-tall parapet adjacent to the lightwell. (*Id.*)

9 The design changes would have minimal impact on the project, merely requiring ceiling
10 heights to be reduced and skylights to be shifted. On the other hand, the design changes would
11 significantly increase the only natural light that reaches the Appellant’s lightwell and bedrooms.
12 These design modifications are exactly the type of small concessions that the Residential Design
13 Guidelines require.

14 IV. CONCLUSION

15 The proposed project would block the Appellant’s lightwell and substantially impact her
16 tenants’ only source of natural light for multiple single-window bedrooms. The Board should grant
17 this appeal and require proper 311 Notice, with accurate plans that disclose the adjacent bedroom
18 windows and account for the property’s unpermitted addition.

19 Alternatively, the Appellant requests minor project modifications – a notched roof above the
20 staircase, a 1-foot shift south and 1-foot ceiling reduction for the master bedroom, and a slightly
21 shifted skylight – which are necessary to bring the project into compliance with the Planning Code
22 and Residential Design Guidelines.
23
24
25
26
27
28

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

Dated: March 24, 2022

Respectfully submitted,

ZACKS, FREEDMAN & PATTERSON, PC



Brian O'Neill
Attorneys for Appellant
SUSY CHEN

1 RYAN J. PATTERSON (SBN 277971)
2 BRIAN J. O'NEILL (SBN 298108)
3 ZACKS, FREEDMAN & PATTERSON, PC
4 601 Montgomery Street, Suite 400
5 San Francisco, CA 94111
6 Tel: (415) 956-8100
7 Fax: (415) 288-9755
8 ryan@zfplaw.com
9 brian@zfplaw.com

10 Attorneys for Appellant,
11 SUSY CHEN

12 **SAN FRANCISCO BOARD OF APPEALS**

13 SUSY CHEN,

14 Appellant,

15 v.

16 CITY AND COUNTY OF SAN
17 FRANCISCO, SAN FRANCISCO
18 DEPARTMENT OF BUILDING
19 INSPECTION,

20 Respondents.

21 STEVE MARTISAUSKAS,

22 Determination Holder.

**DECLARATION OF SUSY CHEN
IN SUPPORT OF APPELLANT'S BRIEF**

Date: April 13, 2022
Time: 5:00 p.m.
Appeal No.: 22-013
BPA No.: 201810092526
Address: 436 Eureka Street

23 I, Susy Chen, declare as follows:

24 1. I am the owner of the real property commonly known as 430-432 Eureka Street, San
25 Francisco. My property is directly south of the real property commonly known as 436 Eureka
26 Street. I make this declaration based on my own personal knowledge of the following facts, except
27 to those matters stated on information and belief, and as to those matters, I believe them to be true.
28 If called as a witness herein, I can and will competently testify thereto.

2. I have resided in the 430-432 Eureka building since 2004. For several years, my
brother and my young nephews and nieces lived in the first-floor unit and I lived in the second floor

1 unit. My building at 430-432 Eureka building has a lightwell along the southern property line
2 adjacent to the 436 Eureka Street property. There are six windows in the lightwell serving four
3 bedrooms, including two bedrooms on the first-floor unit where the lightwell windows are the only
4 windows in the bedroom.

5 3. For the past eight years, the first-floor unit has been a rental unit, serving as a home
6 to families with young children, as well as groups of individuals working in the City. I have always
7 managed the rental unit and have never raised the rent on any tenant or evicted anyone.

8 4. Around 2018, Steve and Courtney Martisauskas (the “property owners”) moved into
9 436 Eureka Street. We exchanged phone numbers and email addresses, occasionally emailing about
10 tree trimming and landscaping projects. At no time did they mention or speak with me about
11 Building Permit Application Number 201810092526 (BPA No. 201810092526), which they applied
12 for in 2018 to expand their residence.

13 5. In August 2020, we exchanged emails regarding my plan to paint the lightwell that is
14 adjacent to the 436 Eureka property. They did not mention that the walls I was considering painting
15 would soon be enclosed by the expansion project proposed in BPA No. 201810092526.

16 6. The first notice I received regarding the 436 Eureka residential expansion project
17 was in February 2022 when I received a notice of permit issuance for BPA No. 201810092526.

18 7. Upon reading the notice, I contacted the property owners to ask about the timing of
19 the construction and requested to see the plans. Courtney Martisauskas stated that it would be Fall
20 or next Spring before construction because they didn’t have a contractor yet. I asked about the
21 plans for second floor rear expansion and she said she would try to dig up the plans. When a few
22 days had passed and she hadn’t provided the plans, I went to the San Francisco Department of
23 Building Inspection office to view them. The plans included a rear expansion on the upper floors
24 that would be built to the property line and would block the light that enters the lightwell windows
25 on my property. I also noticed that the plans did not show all of the lightwell windows on my
26 property.

27 8. On February 22, 2022, after viewing the plans for BPA No. 201810092526, I went to
28 the San Francisco Planning Department help desk for advice. The employee working the help desk

1 gave me the contact information for the project planner, Jeffrey Horn. That day, I emailed Jeffrey
2 Horn, the project planner, and later he called me to discussed my concerns. A true and correct copy
3 of my email exchange with Jeffrey Horn is attached hereto as Exhibit A.

4 9. Jeffrey Horn asked whether I received an earlier notice in mid-February 2020, and I
5 told him that I had not received a notice.

6 10. After that conversation with Mr. Horn, I contacted the residents that lived in my
7 building during that time period and two other neighbors within 150 feet of 436 Eureka Street to see
8 if they had received the notice.

9 11. All of the neighbors I spoke with stated that they were unaware of the project and did
10 not remember receiving a notice or any mail from the San Francisco Planning Department at that
11 time. True and correct copies of the letters and declarations I received from my neighbors are
12 attached hereto as Exhibit B.

13 12. On February 23, I asked Steve and Courtney Martisaukas to discuss their plans.
14 They asked to meet that weekend. A true and correct copy of my email exchange with the property
15 owners is attached hereto as Exhibit C.

16 13. On Friday, February 25, I called them to let them know I was filing an appeal due to
17 the February 26 calendar deadline and that I hoped we would resolve it ourselves.

18 14. On February 27, I met with Steve Martisaukas. He gave me an overview of the
19 plans and a copy of a set of plans, which he said were the most recent version of the project and
20 smaller in scope than the original plans. The plans he provided looked different than the plans for
21 BPA No. 201810092526 that I reviewed at the San Francisco Department of Building Inspection.

22 15. After looking through the plans, I returned to the San Francisco Department of
23 Building Inspection to compare the two plans and to ask the San Francisco Planning Department
24 help desk what to do about the missing notices and the standard setbacks from lightwells. The
25 employee at the help desk told me that I could ask Jeff Horn for the list of property owners who had
26 been mailed a notice.

27 16. On March 8, I invited the property owner and their architect, Nick Thomas, to view
28 the lightwell from my building.

1 17. Mr. Thomas measured the lightwell as 3 foot 3 inches in width and recorded all the
2 measurements in his notebook. A true and correct copy of Mr. Thomas’ measurements is attached
3 hereto as Exhibit D. I believe this is an accurate measurement of the lightwell.

4 18. The property owner, Mr. Thomas, and I, also went on the first-floor roof of 436
5 Eureka, measured the area where the approved project plans would expand the building along the
6 property line, and marked the four-foot expansion with blue painter’s tape. A true and correct copy
7 photograph of the blue painter’s tape marking the expansion is attached hereto as Exhibit E.

8 19. I asked Steve Martisaukas and Mr. Thomas why the floorplan adjacent to the
9 lightwell could not be shifted over by a few feet for a side setback, when their plan showed more
10 than seven feet of open space on the other side. Mr. Thomas stated that it didn’t fit within their
11 program, was a cantilever design, and that the space on the other side was for them “to capture all
12 that Southern light.” I followed up our meeting with an email summarizing the modifications we
13 discussed. A true and correct copy of the follow-up email is attached hereto as Exhibit F.

14 20. On March 14, Steve Martisaukas met with me at my request to discuss
15 modifications. The residents of 432 Eureka joined the meeting to voice their concerns about the
16 loss of light. The owner discussed my requests and offered a reduction in roof height, provided he
17 can preserve 9-foot ceilings, and to increase the planned side-setback.

18 21. I told Mr. Martisaukas that the planned side-setback was adjacent to a blank wall
19 and that the setback should be adjacent to the lightwell. He said that if I insisted on a setback
20 directly adjacent to the lightwell, then he preferred for the Board of Appeals to make a decision. I
21 told Mr. Martisaukas that building along the lightwell was the most critical factor to the loss of
22 light, and his plan would result in a building mass within arm’s length from my window. The first-
23 floor resident, Mr. Shojaei, discussed the importance of light to him and his family’s well-being,
24 particularly because they work from home, and offered his design assistance to the owner’s
25 architect to design a plan with a setback adjacent to the lightwell, so that he would have some light
26 and ‘Susy would not have a wall in her face.’

27 22. On March 16, 2022, I returned to the San Francisco Department of Building
28 Inspection to review the history of the lightwell. I was provided the original 1922 construction

1 permit that was for a two-story over basement, 25 foot by 32 foot building. A true and correct copy
2 of the 1922 construction permit is attached hereto as Exhibit G.

3 23. According to the permit plans in BPA No. 201810092526, the current structure has a
4 second story that is 32 feet in depth. However, the first floor extends another 14 feet 1 ½ inches.
5 This first-floor extension does not match the 1922 construction permit.

6 24. The 1950 Sanborn map I downloaded from the Library of Congress shows that the
7 subject property had a rear porch which was set back from the lightwell. A true and correct copy of
8 the 1950 Sanborn Map is attached hereto as Exhibit H.

9 25. In reviewing all of the building permits provided to me by the San Francisco
10 Department of Building Inspection, I found no permit for a first-floor addition extending from the
11 original two-story building. The first mention of the first-floor addition is in a 2001 permit
12 application to build a second-floor addition “above existing kitchen.” A true and correct copy of all
13 of the permits for 436 Eureka Street provided to me by the San Francisco Department of Building
14 Inspection are attached hereto as Exhibit I.

15 26. On March 16, 2022, I spoke with Brett Howard, the San Francisco Department of
16 Building Inspection District Inspector. He conducted his own independent search of the permit
17 records for 436 Eureka Street. Mr. Howard said that the only permit he found for a horizontal
18 addition is the permit at issue in this appeal and referred me to file a complaint.

19 27. On March 4, 2022, I submitted a Request to View Public Records via email to the
20 San Francisco Planning Department. I requested a copy of all records, notes, and correspondence
21 related to BPA No. 201810092526. I followed up on my request several times via email to request a
22 copy of all correspondence. A true and correct copy of the records request and emails are attached
23 hereto as Exhibit J.

24 27. On March 21, 2022, I received a complete response to my March 4, 2022 records
25 request with all correspondence. No evidence that a notice for the project had been mailed to
26 neighbors was included in the record request response. A true and correct copy of the
27 correspondence from the record request response is attached hereto as Exhibit K.

28

1 I declare under penalty of perjury under the laws of the State of California that the foregoing
2 is true and correct. Executed on March 24, 2022 in San Francisco, CA.

3
4
5 
6 By: Susy Chen

7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
ZACKS, FREEDMAN & PATTERSON, PC
601 MONTGOMERY STREET, SUITE 400
SAN FRANCISCO, CALIFORNIA 94111

EXHIBIT A

Questions about 436 Eureka - Permit 201810092526

Susy Chen <susychen@gmail.com>
To: jeffrey.horn@sfgov.org

Tue, Feb 22, 2022 at 3:59 PM

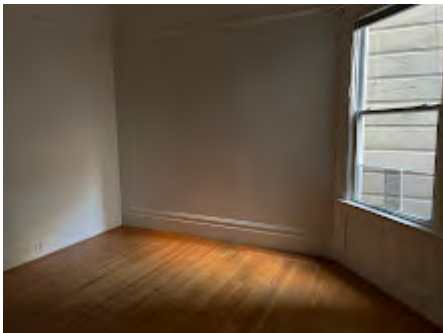
Hello Jeffrey,

I understand from Claire that you have all the plan information for permit 201810092526 -- 436 Eureka Street. I am the owner of the adjacent property at 432 Eureka Street and I recently received notice of the permit.

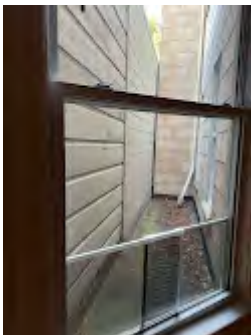
I was wondering if there was a time to speak with you so I can learn about the considerations for the project's second floor rear addition. I live next door and I have bedrooms facing a lightwell next to the permitted addition. See attached.

Call me anytime or send me a time that works for you.

Thanks!
Susy
415.867.8100

4 attachments

first floor bedroom1.jpg
851K



first floor bedroom1 window.jpg
1046K



first floor bedroom2.jpg
863K

first floor bedroom2 light2.jpg
981K

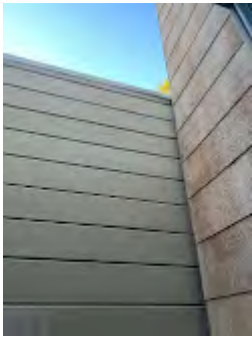


EXHIBIT B

I, Michael Haralambakis, do declare as follows:

1. I was a resident and tenant at 430 Eureka Street, San Francisco from 2017 through May 2020.
2. I did not receive notice of an application for a building permit at the neighboring building at 436 Eureka.
3. I did not receive any mail addressed to the homeowner from the San Francisco Planning Department regarding the building project during the period of February 18 to March 19, 2020.
4. I was unaware of the building project until I was asked about it this month.

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

Executed this 16 day of March in Sacramento, California.



Michael Haralambakis

March 14, 2022

Re: 432 Eureka

To Whom It May Concern:

My name is Benji Trangle, I was a tenant residing at 432 Eureka Street, San Francisco. My tenancy included the period from February through March 2020.

I do not remember receiving notice of an application for building permit or any mail addressed to the homeowner from the San Francisco Planning Department regarding the neighboring building at 436 Eureka during that period.

I was unaware of the building project until I was asked about it this month.

Sincerely,

A handwritten signature in black ink, appearing to read "B Trangle". The signature is written in a cursive, somewhat stylized font.

Benji Trangle

March 14, 2022

Re: 432 Eureka

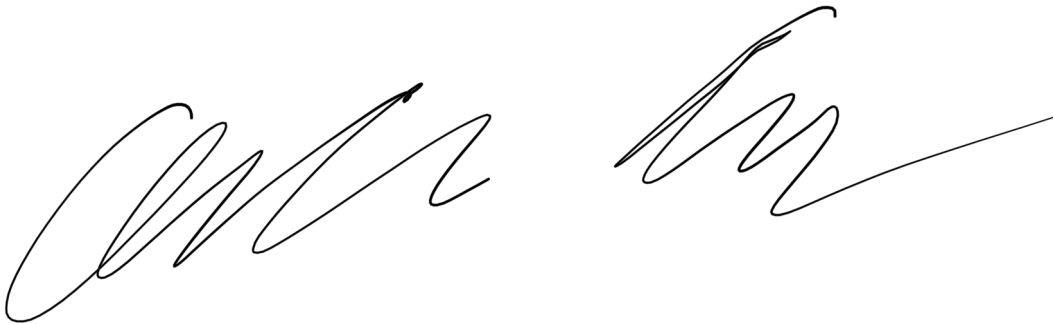
To Whom It May Concern:

My name is Adam Collins, I was a tenant residing at 432 Eureka Street, San Francisco. My tenancy included the period from February through March 2020.

I do not remember receiving notice of an application for building permit or any mail addressed to the homeowner from the San Francisco Planning Department regarding the neighboring building at 436 Eureka during that period.

I was unaware of the building project until I was asked about it this month.

Sincerely,

A handwritten signature in black ink, appearing to read 'Adam Collins', written in a cursive style.

Adam Collins

We, Jong L. Chen and Shu E. Chen, do declare as follows:

1. We did not receive any notice of a planned building construction project at the neighboring building at 436 Eureka.
2. We did not receive any mail from the San Francisco Department of Planning regarding a building permit application at the neighboring building from February 18, 2020 to March 19, 2020.
3. We were unaware of the building project until we were asked about it this month.

We declare under penalty of perjury of the laws of the State of California that the forgoing is true and correct. Executed this 9th day of March 2022 in Sacramento, California.



Jong L. Chen

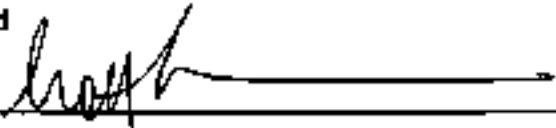


Shu E. Chen

I, Scott Erickson, do declare as follows:

1. I have owned and resided at 420 Eureka Street, San Francisco, CA 94114 from 2012 to the present.
2. I did not receive written notice via USPS of an application for a building project at the neighboring building at 436 Eureka.
3. I was unaware of the building project until I was asked about it recently.

Signed



Date

3/4/2022

EXHIBIT C

436 Eureka

Susy Chen <susychen@gmail.com>
To: Courtney Martisauskas <courtsf@gmail.com>

Wed, Feb 23, 2022 at 10:34 AM

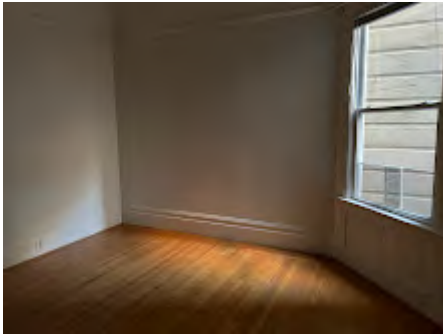
Hello Courtney,

Thanks for speaking with me this weekend regarding your building permit. I really appreciate you as neighbors and I understand the challenges of these projects.

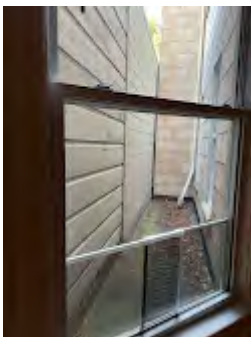
I took a look at the permit and specifically the expansion at the second floor rear. The addition has a side setback of 3 feet from the property line. Next to the planned addition, on my side is a lightwell that is the sole source of light for four bedrooms in my home. That lightwell depends on the sunlight that is currently coming from the opening on the second floor. I'm sure you can't see it from your side, attached are some photos.

I would like to talk about whether there are some design solutions (sloped roof, distance etc.) to minimize the impact on the air and light to the lightwell. Let me know if you have any time to discuss this today.

Thanks,
Susy
415.867.8100

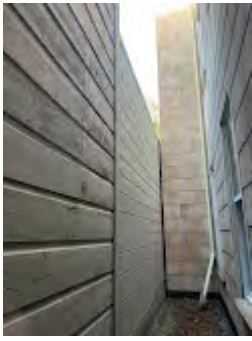
5 attachments

first floor bedroom1.jpg
851K

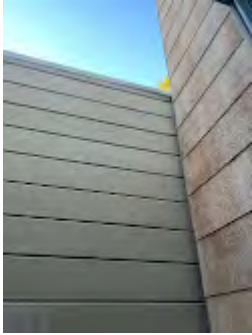


first floor bedroom1 window.jpg
1046K

first floor bedroom1 light.jpg
1239K



first floor bedroom2.jpg
863K



first floor bedroom2 light2.jpg
981K

EXHIBIT D

436

EUNOKA



7'8" HH
WINDOWS.

FIRE RATED R
TO NEGATE P

75° MATCH LOH
RULE

MOVE OR 26 LI

PAINT LIGHTWELLS

INDICATE ANGLE
ON ELEVATIONS.

2' SET BACK

TOP FLOOR.

RES. DESIGN
GUIDELINES.

EXHIBIT E



EXHIBIT F

436 Eureka Plan Modifications

Susy Chen <susychen@gmail.com>

Fri, Mar 11, 2022 at 9:04 AM

To: Steve <martisaukas@gmail.com>, Courtney Martisaukas <courtsf@gmail.com>

Bcc: Susy Chen <sc@lawdirector.com>, christinekellyconsulting@gmail.com

Hello Steve,

I'm glad we got to meet and speak with your architect about the permit plans. As I explained to Nick, my building has two units and each unit's bedrooms face the lightwell. Because the lightwell is the sole source of natural light and air to our bedrooms, loss of light to it will have a severe effect on me, Daute, and Moritz.

I understand your desire to expand your building. The main issue is your second floor addition which will significantly impact the area that feeds air and light to our lightwell.

Some loss of light is unavoidable however, your plan does not include design modifications to minimize the impact of this loss of light to my home. For example, the plan includes building an additional 4 feet on the property line, in front of windows and adjacent to the lightwell, with no setback.

I hope that we can agree to these modifications so that your plans can move forward incorporating measures for minimizing the loss of light and air to my home.

Thank Nick for taking the measurements of the lightwell, I appreciate his help. I'll follow up on Monday to check on the status of these requests, but feel free to reach out to me if you have any questions.

Best,
Susy

MODIFICATIONS REQUESTED

- (1) Match Lightwell
- (2) Increase Setback adjacent to lightwell
- (3) Lower Roofline of Rear Addition
- (4) Remove New Parapets

DISCUSSION NOTES

The most critical modifications for minimizing the impact of light to us are matching the lightwell and increasing the setback adjacent to the lightwell.

Match Lightwell - setback second floor addition from lightwell to create a shared lightwell area. Building along the property line further seals off the lightwell. The current plan has a side setback that is not positioned adjacent to the lightwell. This request is to match the position of the lightwell so that the setback is opposite of it. Attached are Nick's measurements of the lightwell.

Increase Setback adjacent to lightwell. You have a side setback of 3 feet on your plans. Add an additional 2 feet to any construction adjacent to the lightwell in order to create an adequate setback for light and air. The plans show more than 7 feet of space on the other side of the building, so there is enough space to shift the building to that side. The overall result of this modification would be a lightwell positioned opposite of my lightwell with a setback of 5 feet. Because the new addition will be directly in front of windows, adding this little bit of breathing space would make a difference in reducing the new shadow.

Lower Roofline of addition — sloped roof is one of the design measures to increase light, however I understand your desire for a flat roof design. Lowering the roof of the addition can also accomplish a similar effect. I understand you can reduce the roofline while preserving the 9 foot ceiling height you currently have on that floor.

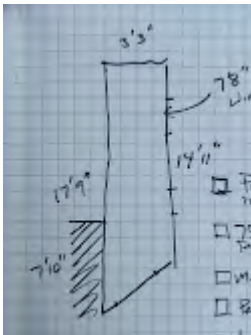
Remove New Roof Parapet - Set skylight inward to eliminate the need for a parapet or use fire rated roof. The current plan's new parapet raises the wall directly adjacent to the lightwell adding a new element to block the light.

Remove Parapet on first floor skylight - minimize the height of the first floor skylight by using a fire rated roof. The current plan's new parapet and skylight blocks airflow and light to the first floor unit.

Attachments:

- Nick's measurements of the lightwell
- View of my windows from your property with the blue tape showing the area to be built along the property line.

2 attachments



Lightwell Measurements by Architect Nick.png
1390K



Lightwell Window w Blue Tape.png
3974K



Susy Chen <susychen@gmail.com>

436 Eureka Plan Modifications

Steve Martisaukas <martisaukas@gmail.com>
To: Susy Chen <susychen@gmail.com>

Wed, Mar 16, 2022 at 9:12 PM

Susy,

I'm writing to follow up on our meeting outdoors held in our backyard at 436 Eureka St on 3/14/2022. In attendance was Steve Martisaukas, Susy Chen, Daunte & Moritz.

Below are the requested changes to our project in which we are willing to concede:

- (1) Increase setback adjacent to lightwell from 3ft to 4ft
- (2) Remove top floor roof parapet and use fire rated roof
- (3) Remove middle floor roof parapet and use fire rated roof
- (4) Lower roofline of addition as much as possible while maintaining ceiling height.

We are aware that these concessions do not meet all of your requests, but we are hoping that you are amicable to meet somewhere in the middle.

Sincerely,
Steve & Courtney

[Quoted text hidden]

EXHIBIT G

2767

No.

112643

APPLICATION

OF

James F. Baugh Owner

for Permit to erect a

436 Eureka

two story frame building

Location West side of

Surf St 210

ft. north of 2nd street

Filed

Dec 25 1922

JAN 4 - 1923

Approved:



OFFICIAL COPY



OFFICIAL COPY



Amend comply with Sept 28 and 11/65

MARK STREET LINE ON PLANS
WRITE IN INK—FILE TWO COPIES

San Fra. Co.—14477

Applicant must indicate in ink correctly and distinctly on the back of this sheet, a diagram of the lot with street, alleys, location of existing buildings on the lot, if any, and location and dimensions of proposed buildings. Plans and Specifications must be fastened together.

APPLICATION FOR BUILDING PERMIT

FRAME BUILDING

Application is hereby made to the Board of Public Works of the City and County of San Francisco for permission to build *Frame Residence* on the lot situated *on the west side of Market St 210 ft north of 2nd Street* in accordance with the plans and specifications submitted herewith.

The building law shall be complied with in the erection of the building, whether otherwise specified or not. Estimated cost of building \$ *2,500* Building to be occupied as *Residence* by No. *one* Families.

Size of Lot *25* feet Front *25* feet Rear *134'3"* feet deep.
Size of proposed building *25* feet by *32* feet Pt.

Height from Curb to top of Roof beams in center of front *32* feet Pt.

Height in clear of Basement or Cellar *7* feet Pt. Height in clear of first story *7* feet Pt.

Height in clear of second story *7* feet Pt. Height in clear of third story _____ feet Pt.

Foundation to be of *concrete* thickness, on top *7* inches

Width of footings *14* inches. Greatest height of foundation walls *14* feet Pt.

Size of studs in basement (underpinning) *3* by *4* inches *14* inches on centers.

Size of studs in first story *2* by *4* inches *14* inches on centers.

Size of studs in second story *2* by *4* inches *14* inches on centers.

Size of studs in third story _____ by _____ inches _____ inches on centers.

Wall covering to be of *Rustic* outside, and *Plaster* inside.

First floor joists *2* by *8* inches *14* inches on centers. Longest span between supports *12* ft.

Second floor joists *2* by *10* inches *14* inches on centers. Longest span between supports *14* ft.

Third floor joists _____ by _____ inches _____ inches on centers. Longest span between supports _____ ft.

Rafters *2* by *4* inches *14* inches on centers. Longest span between supports *14* ft.

Roof covered with *Pitch & gravel*

Studs in bearing partitions *2* by *4* inches.

Chimneys of *Patent steel lined with galvanized*

There shall be no encroachments upon the street or sidewalk.

I hereby agree to save, indemnify and keep harmless the City and County of San Francisco against all liabilities, judgments, costs and expenses which may in any wise accrue against said city and county in consequence of the granting of this permit, or from the use or occupancy of any sidewalk, street or sub-sidewalk placed by virtue thereof, and will in all things strictly comply with the conditions of this permit, and the Building Law.

Architect *et al*
Address _____
Builder *James F. McCarthy*
Address *432 Market St*
Owner *James F. McCarthy*
Address *432 Market St*
By _____

(Note—the owner's name must be signed by himself or by his Architect or authorized agent.)

EXHIBIT H

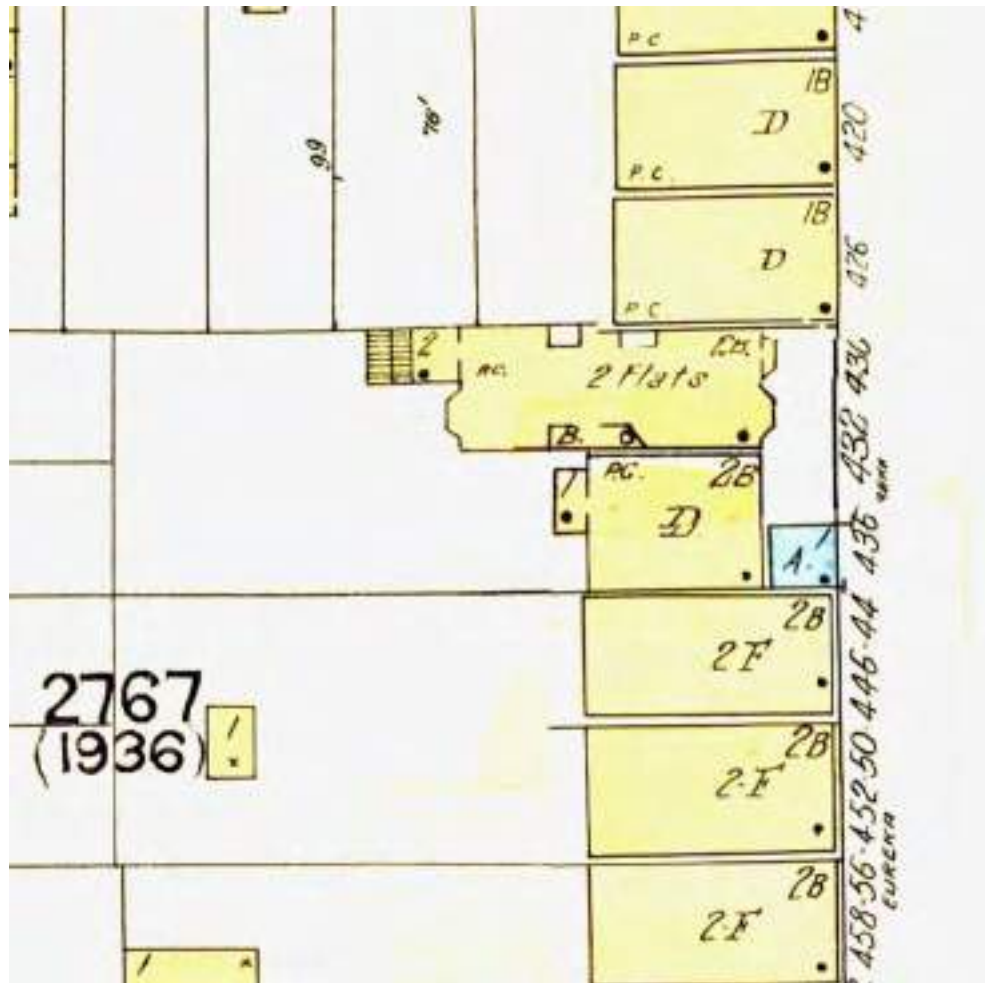


EXHIBIT I

2767

No.

112643

APPLICATION

OF

James F. Baugh Owner

for Permit to erect a

436 Eureka

two story frame building

Location West side of

Market St 210

ft. north of 27th St

Filed

Dec 25 1922

JAN 4 - 1923

Approved:



OFFICIAL COPY



OFFICIAL COPY



Amitt comply with section 1165

MARK STREET LINE ON PLANS

WRITE IN INK—FILE TWO COPIES

San Fra. Co.—14477

Applicant must indicate in ink correctly and distinctly on the back of this sheet, a diagram of the lot with street, alleys, location of existing buildings on the lot, if any, and location and dimensions of proposed buildings. Plans and Specifications must be fastened together.

APPLICATION FOR BUILDING PERMIT

FRAME BUILDING

Application is hereby made to the Board of Public Works of the City and County of San Francisco for permission to build *Frame Residence* on the lot situated *on the west side of Market St 20 ft north of 20th Street* in accordance with the plans and specifications submitted herewith.

The building law shall be complied with in the erection of the building, whether otherwise specified or not. Estimated cost of building \$ *2500* Building to be occupied as *Residence* by No. *one* Families.

Size of Lot *25* feet Front *25* feet Rear *134'3"* feet deep.

Size of proposed building *25* feet by *32* feet Ft.

Height from Curb to top of Roof beams in center of front *32* Ft.

Height in clear of Basement or Cellar *7* Ft. Height in clear of first story *7* Ft.

Height in clear of second story *7* Ft. Height in clear of third story Ft.

Foundation to be of *concrete* thickness, on top *9* inches

Width of footings *14* inches. Greatest height of foundation walls *14* Ft.

Size of studs in basement (underpinning) *3* by *4* inches *14* inches on centers.

Size of studs in first story *2* by *4* inches *14* inches on centers.

Size of studs in second story *2* by *4* inches *14* inches on centers.

Size of studs in third story by inches inches on centers.

Wall covering to be of *Rustic* outside, and *Plaster* inside.

First floor joists *2* by *8* inches *14* inches on centers. Longest span between supports *12* ft.

Second floor joists *2* by *10* inches *14* inches on centers. Longest span between supports *14* ft.

Third floor joists by inches inches on centers. Longest span between supports ft.

Rafters *2* by *4* inches *14* inches on centers. Longest span between supports *14* ft.

Roof covered with *Pitch & gravel*

Studs in bearing partitions *2* by *4* inches.

Chimneys of *Patent steel Termination & galvanized*

There shall be no encroachments upon the street or sidewalk

I hereby agree to save, indemnify and keep harmless the City and County of San Francisco against all liabilities, judgments, costs and expenses which may in any wise accrue against said city and county in consequence of the granting of this permit, or from the use or occupancy of any sidewalk, street or sub-sidewalk placed by virtue thereof, and will in all things strictly comply with the conditions of this permit, and the Building Law.

Architect *et al*

Address _____

Owner *James F. McCarthy*

Address *432 Market St*

Builder *James F. McCarthy*

Address *432 Market St*

By _____

(Note—the owner's name must be signed by himself or by his Architect or authorized agent.)



Approved:

Zone 7th

CPC Setback

for residential use only

[Signature]
Department of City Planning

Approved:

[Signature] 6/7/49
Bureau of Fire Prevention & Public Safety

Approved:

Structural Engineer, Bureau Building Inspection

Approved:

Bureau of Engineering

Approved:

Department of Public Health

Approved:

Department of Electricity

Approved:

Art Commission

Approved:

Boiler Inspector

Workman's Compensation Insurance Policy or Certificate filed with Central Permit Bureau

No Workman's Compensation Insurance Policy or Certificate on file for reason of exclusion checked:

- (a) No one to be employed
- (b) Casual labor only to be employed
- (c) Services or labor to be performed in return for aid or sustenance only, received from any religious, charitable or relief organization

REFER TO:

- Bureau of Engineering
- HBI Struct. Engineer
- Boiler Inspector
- Art Commission
- Dept. of Public Health

Approved 6-7 1949

[Signature]
Building Inspector, Bureau of Building Inspection

I agree to comply with all conditions or stipulations of the various Bureaus or Departments noted herein.
Water Pallas
Owner's Authorized Agent

BLDG. FORM

No. **3** APPLICATION

Mr. James M. Conroy Owner

FOR PERMIT TO MAKE ADDITIONS, ALTERATIONS or REPAIRS TO BUILDING

Location 436 Eureka

Total Cost \$ 1000-

Filed JUN-1 1949 1949

Approved:

APPROVED
Dep. Public Works
JUN 7 1949
[Signature]

Superintendent, Bureau of Building Inspection

Permit No. 107060

Issued 6-8-49 1949



3

Write in Ink—File Two Copies

CITY AND COUNTY OF SAN FRANCISCO

DEPARTMENT OF PUBLIC WORKS

CENTRAL PERMIT BUREAU

APPLICATION FOR BUILDING PERMIT

ADDITIONS, ALTERATIONS OR REPAIRS

June 1, 1947

Application is hereby made to the Department of Public Works of San Francisco for permission to build in accordance with the plans and specifications submitted herewith and according to the description and for the purpose hereinafter set forth:

- (1) Location 436 Eureka
- (2) Total Cost \$ 1000 (3) No. of stories 2 (4) Basement Yes
Yes or No
- (5) Present use of building Flat (6) No. of families 2
- (7) Proposed use of building " (8) No. of families 2
- (9) Type of construction Frame (10) 1B
1, 2, 3, 4, or 5 Building Code Occupancy Classification
- (11) Any other building on lot No (Must be shown on plot plan if answer is Yes.)
Yes or No
- (12) Does this alteration create an additional floor of occupancy No
Yes or No
- (13) Does this alteration create an additional story to the building "
Yes or No
- (14) Electrical work to be performed No Plumbing work to be performed Yes
Yes or No Yes or No
- (15) Ground floor area of building 1000 sq. ft. (16) Height of building 30 ft.
- (17) Detailed description of work to be done Cabinets repair windows & doors. New O'H door in garage providing ventilation

(18) Supervision of construction by _____ Address _____

(19) General contractor Walter Pallas California License No. 114043
Address 345 Valley St

(20) Architect _____ California Certificate No. _____
Address _____

(21) Engineer _____ California Certificate No. _____
Address _____

(22) I hereby certify and agree that if a permit is issued for the construction described in this application, all the provisions of the permit and all laws and ordinances applicable thereto will be complied with. I further agree to save San Francisco and its officials and employees harmless from all costs and damages which may accrue from use or occupancy of the sidewalk, street or subsidewalk space or from anything else in connection with the work included in the permit. The foregoing covenant shall be binding upon the owner of said property, the applicant, their heirs, successors and assigns.

(23) Owner Mr. James McCarthy (Phone _____)
Address 436 Eureka (For Contact by Bureau)

By Walter Pallas Address 345 Valley St
Owner's Authorized Agent to be Owner's Authorized Architect, Engineer or General Contractor

PERMIT OF OCCUPANCY MUST BE OBTAINED ON COMPLETION OF HOTEL OR APARTMENT HOUSE PURSUANT TO SEC. 808 SAN FRANCISCO BUILDING CODE.

OFFICIAL COPY



OWNER	LOCATION	APP. NO.
James McCarthy	436 Sureka St.	117496
ADDRESS	FLUET	BLOCK NO.
436 Sureka St.		
EST. NO.	FEE	DATE APPLICATION
1000	5.	6/1/49
PERMIT ISSUED	PERMIT NO.	
6-8-49	107060	
CLASS OF CONSTRUCTION	PURPOSE OF OCCUPANCY	
CLASS "A"	NO. OF STORIES	
CLASS "B"	NO. OF FAMILIES	
CLASS "C"	PLANS	
FRAME	ELECTRIC	YES NO
ALTERATIONS	PLUMBING	YES NO
BILL BOARDS	CONTRACTOR	
SIGNS REGISTERED	ADDRESS	
SIGNS INCORPORATED	ARCHITECT	
SIGNS REMOVED	ADDRESS	
MARKER	ENGINEER	
	ADDRESS	
<p style="text-align: center;">RECEIVED</p> <p style="text-align: center;">JUN 11 1949</p> <p style="text-align: center;">BUREAU OF BUILDING INSPECTION CITY AND COUNTY OF SAN FRANCISCO</p>		
DEPARTMENT OF PUBLIC WORKS	BUILDING RECORD	CENTRAL PERMIT BUREAU
CITY AND COUNTY OF SAN FRANCISCO		
ADDRESS	LOT NO.	BLOCK NO.
OWNER	LOCATION	APP. NO.
James McCarthy	436 Sureka St.	117496



INSPECTOR'S REPORT

WORK COMMENCED *Prior to 6-13 1949*

WORK COMPLETED *6-30 1949*

6-18-49 - Painting
6-23-49 Hearing Completion
6-30-49 job completed

DIST. NO.

ASCE
INSPECTOR OF BUILDINGS

DEPARTMENT OF PUBLIC WORKS BUREAU OF BUILDING INSPECTION
CITY AND COUNTY OF SAN FRANCISCO

Boiler or Pressure Vessel (Yes or No) _____

OFFICIAL COPY



Application Number 117496

B B I Copy

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF PUBLIC WORKS
BUREAU OF BUILDING INSPECTION

CERTIFICATE OF FINAL COMPLETION

For work described in above building permit application number.

Location 425 Euclid St.
Block Number _____ Street or Avenue _____

Location by Meter and Block _____

Type of work and description 5 ft. extension of 2 floor dwg

Item description of work Alteration & New cabinets in
Kitchen & Dining Room.

Work under building permit issued pursuant to above stated application has been completed in accordance with the laws pertaining thereto

This certificate posted on:

SUPERINTENDENT, BUREAU OF BUILDING INSPECTION

7 6-30 49

BY [Signature]



CENTRAL PERMIT BUREAU FORM

Write in Ink—File Two Copies

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF PUBLIC WORKS
APPLICATION FOR BUILDING PERMIT
ADDITIONS, ALTERATIONS OR REPAIRS BUILDING INSPECTION

RECEIVED
DEPT. OF PUBLIC WORKS
CENTRAL PERMIT BUREAU
1953 NOV-2 AM 8.38

10-30 1953

Application is hereby made to the Department of Public Works of San Francisco for permission to build in accordance with the plans and specifications submitted herewith and according to the description and for the purpose hereinafter set forth:

- (1) Location 436 Eureka
- (2) Total Cost \$ 800.00 (3) No. of stories 2 (4) Basement yes
Yes or No
- (5) Present use of building Dwelling (6) No. of families 1
- (7) Proposed use of building " (8) No. of families 1
- (9) Type of construction 5 (10) 18
1, 2, 3, 4, or 5 Building Code Occupancy Classification
- (11) Any other building on lot no (Must be shown on plot plan if answer is Yes.)
Yes or No
- (12) Does this alteration create an additional floor of occupancy no
Yes or No
- (13) Does this alteration create an additional story to the building no
Yes or No
- (14) Electrical work to be performed yes Plumbing work to be performed yes
Yes or No Yes or No
- (15) Ground floor area of building sq. ft. (16) Height of building ft.
- (17) Detailed description of work to be done Enlarge back porch
Renew back stairs & install
lavatory on 1st floor.

(18) No portion of building or structure or scaffolding used during construction, to be closer than 6'0" to any wire containing more than 750 volts. See Sec. 385, California Penal Code.

(19) Supervision of construction by Address

(20) General contractor day work California License No.
Address

(21) Architect California Certificate No.
Address

(22) Engineer California Certificate No.
Address

(23) I hereby certify and agree that if a permit is issued for the construction described in this application, all the provisions of the permit and all laws and ordinances applicable thereto will be complied with. I further agree to save San Francisco and its officials and employees harmless from all costs and damages which may accrue from use or occupancy of the sidewalk, street or subside-walk space or from anything else in connection with the work included in the permit. The foregoing covenant shall be binding upon the owner of said property, the applicant, their heirs, successors and assignees.

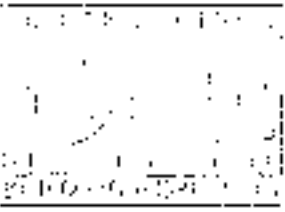
(24) Owner John Bondini (Phone At 2-7108)
Address 436 Eureka (For Contact by Bureau)

By Address
Owner's Authorized Agent to be Owner's Authorized Architect, Engineer or General Contractor.

OFFICIAL COPY



OWNER		LOCATION		APP. NO.	
John Condit		436 Market St.		157131	
ADDRESS		BLOCK NO.		HOUSE NO.	
ESTIMATED COST		FEE		DATE APPLICATION	
\$ 800.		\$		10/30/53	
PERMIT ISSUED		PERMIT NO.		+	
10		143967			
CONSTRUCTION	ALT	NEW	OCCUPANCY	REMARKS	
TYPE 1A			THEATRES	NO. OF STORIES	2
TYPE 1B			ASSEMBLY	NO. OF FAMILIES	1
TYPE 2			SCHOOLS	PLANS	
TYPE 3			INSTITUTIONS	ELECTRICAL	YES NO
TYPE 4			HAZARDOUS	PLUMBING	YES NO
TYPE 5			BUSINESS	CONTRACTOR	Day Work
BILLBOARD			NON HAZARDOUS	ADDRESS	
ROOF SIGN			RESIDENTIAL	ARCHITECT	BUILDING INSPECTION
ELECTRIC SIGN			OPEN AIR ETC.	ADDRESS	
HARDWARE				ENGINEER	21.8 W. ST. NOV 15 PM 8.12
OTHER				ADDRESS	
DEPARTMENT OF PUBLIC WORKS			BUILDING RECORD		
			CITY AND COUNTY OF SAN FRANCISCO		
ADDRESS			RECEIVED		
			BUREAU		
OWNER			APP. NO.		
John Condit			157131		
LOCATION			BLOCK NO.		
436 Market St.					



BUILDING INSPECTORS REPORT

DATE: *11-27-52* *Building Dept. 745-4111* *San Francisco*

WORK COMPLETED

FOUNDATION OF FOUNDATION INSPECTED *OK TO FOUND*

LATHING PERMITTED ON POLE

PLUMB OF *OK*

ENTERED OR STRUCTURAL CLASSIFICATION

11-27-52 *OK started*

1-10-54 *" "*

3-10-54 *permitted to enter*

5-17-54 *The work started 90 days*
ago

Comwell

OTHER INSPECTIONS

WORK COMPLETED *OK TO FILE*

COMPLETION DATED

[Signature]
DIRECTOR OF BUILDINGS

DEPARTMENT OF PUBLIC WORKS - BUREAU OF BUILDING INSPECTION
CITY AND COUNTY OF SAN FRANCISCO



Approved:

Zone 7th

CPC Setback

*for residential use only
25' x 100' min. lot size
15' min. rear yard
65% max coverage*

George F. Gregory
Department of City Planning

Approved:

Approved:

Department of Public Health

Approved:

Electrical Inspector

Approved:

Art Commission

Approved:

Boiler Inspector

Approved:

Bureau of Engineering

REFER TO:

- Bureau of Engineering
- BHI Struct. Engineer
- Boiler Inspector
- Art Commission
- Dept. of Public Health

Approved Oct 6 1954

*Provided in
Continuous
Foundation*

BLDG. FORM

3

APPLICATION

George F. Gregory
Owner

FOR PERMIT TO MAKE
ADDITIONS, ALTERATIONS or REPAIRS
TO BUILDING

Location 436 Euclid St

Total Cost \$ 250.00

Filed OCT 1 1954

Approved:

[Faint signature]

Superintendent Bureau of Building Inspection

[Signature]

Building Inspector, Bureau of Building Inspection

I agree to comply with all conditions or stipulations of the various Bureaus or Departments noted herein.

George F. Gregory
Owner's Authorized Agent

Permit No. NT 821

Issued 1954

[Signature] 10/1/54
Bureau of Fire Prevention & Public Safety

Approved:

Structural Engineer, Bureau of Building Inspection



Write in Ink—File Two Copies

CITY AND COUNTY OF SAN FRANCISCO

DEPARTMENT OF PUBLIC WORKS

RECEIVED
 DES. OF PUBLIC WORKS
 OCT 1 1954
 CENTRAL PERMIT BUREAU

APPLICATION FOR BUILDING PERMIT
 ADDITIONS, ALTERATIONS OR REPAIRS

Application is hereby made to the Department of Public Works of San Francisco for permission to build in accordance with the plans and specifications submitted herewith and according to the description and for the purpose hereinafter set forth:

- (1) Location 436 Eureka St
- (2) Total Cost \$ 250.00 (3) No. of stories 1 (4) Basement YES
Yes or No
- (5) Present use of building Residence (6) No. of families 1
Yes or No
- (7) Proposed use of building " (8) No. of families 1
Yes or No
- (9) Type of construction Frame (10) Residence
1, 2, 3, 4, or 5 Building Code Occupancy Classification
- (11) Any other building on lot No (Must be shown on plot plan if answer is Yes.)
Yes or No
- (12) Does this alteration create an additional floor of occupancy No
Yes or No
- (13) Does this alteration create an additional story to the building No
Yes or No
- (14) Electrical work to be performed Yes Plumbing work to be performed Yes
Yes or No Yes or No
- (15) Ground floor area of building _____ sq. ft. (16) Height of building 20 ft.

(17) Describe Work to be done (In addition to reference to drawings & specifications)
Dig out under projecting back porch to depth of about 2 feet for bedroom under porch
Cement under porch and backyard
Put in drains for water
Put wash basins from above to new area below
Extend back porch approx 4' out and 4' on one side to widen porch

- (18) No portion of building or structure or scaffolding used during construction, to be closer than 6'0" to any wire containing more than 750 volts. See Sec. 355, California Penal Code.
- (19) Supervision of construction by owner Address Same
- (20) General contractor Owner California License No. _____
 Address _____
- (21) Architect _____ California Certificate No. _____
 Address _____
- (22) Engineer _____ California Certificate No. _____
 Address _____

(23) I hereby certify and agree that if a permit is issued for the construction described in this application, all the provisions of the permit and all laws and ordinances applicable thereto will be complied with. I further agree to save San Francisco and its officials and employees harmless from all costs and damages which may accrue from use or occupancy of the sidewalk, street or subsidewalk space or from anything else in connection with the work included in the permit. The foregoing covenant shall be binding upon the owner of said property, the applicant, their heirs, successors and assigns.

- (24) Owner George Feyoy (Phone at 8-3536)
 Address 436 Eureka St (For Contact by Bureau)
- By George Feyoy Address 436 Eureka St
Owner's Authorized Agent to Owner's Authorized Architect, Engineer or General Contractor.



OWNER George Gregory		LOCATION 436 Divisadero St.		APP. NO. 160045	
ADDRESS 436 Divisadero St.		BLOCK NO.		HOUSE NO.	
ESTIMATED COST 250.		PERM. NO. 4.		DATE APPLICATION 10/1/54	
PERMITS REQUIRED		TO		REMARKS	
CONSTRUCTION	ALT. WORK	OCCUPANCY	REMARKS		
PROP. CHG.		UNCLASSIFIED	NO. OF STORIES	2	
ALTER. CHG.		APARTMENT	NO. OF UNITS	1	
NEW		INDUSTRIAL	PLANS		
ALTER.		MANUFACTURING	PERM. NO.	PREL.	DATE
ALTER.		OFFICE	PERM. NO.	PREL.	DATE
ALTER.		RETAIL	CONSTRUCTION	ORDER	
ALTER.		COMMERCIAL	APPROX. COST		
ALTER.		RESIDENTIAL	APPROX. COST		
ALTER.		REPAIRS	APPROX. COST		
ALTER.		OTHER	APPROX. COST		
DEPARTMENT OF PUBLIC WORKS		BUILDING RECORDS		PERMIT BUREAU	
CITY AND COUNTY OF SAN FRANCISCO		CITY AND COUNTY OF SAN FRANCISCO		CITY AND COUNTY OF SAN FRANCISCO	
OWNER George Gregory		LOCATION 436 Divisadero St.		APP. NO. 160045	



FILED ON: JAN 25 2002
FILED ON: JAN 4 2002
Jody W. L...

BUILDING ENLARGEMENT
DESCRIPTION
 VERTICAL
 HORIZONTAL
NO S.F. ADDED
Jody W. L...

APPROVED FOR ISSUANCE
AUG 29 2001
APPLICATION NUMBER: 2001-001-20-73-017
APPROVAL NUMBER: 13
OSDM APPROVAL RECORD

APPLICATION FOR BUILDING PERMIT - ADDITIONS, ALTERATIONS OR REPAIRS

FORM 3 OTHER AGENCIES REVIEW REQUIRED
FORM 8 OVER-THE-COUNTER ISSUANCE

2 set of stud. + T-2K
NUMBER OF PLAN SETS

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF BUILDING INSPECTION

APPLICATION IS HEREBY MADE TO THE DEPARTMENT OF BUILDING INSPECTION OF SAN FRANCISCO FOR PERMISSION TO CONSTRUCT IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS SUBMITTED HERewith AND ACCORDING TO THE DESCRIPTION AND FOR THE PURPOSE HEREINAFTER SET FORTH.

DO NOT WRITE ABOVE THIS LINE

DATE FILED: 4/20/01	FORMS FOR RECEIPT NO: 324507	11 STREET ADDRESS OF JOB: 436 Eureka ST.	22 BLOCK & LOT: Block 2767 Lot 002A
PERMIT NO.	ISSUED	14 ESTIMATED COST OF JOB: 150,000	15 OTHER CHARGES

INFORMATION TO BE FURNISHED BY ALL APPLICANTS

LEGAL DESCRIPTION OF EXISTING BUILDING

1. TYPE OF CONSTRUCTION: WOOD FRAME	2. NO. OF STORIES OF OCCUPANCY: 3	3. NO. OF SUBDIVISIONS AND UNITS: 0	4. PRESENT USE: Residential	5. OCCUP. CLASS: R-3	6. NO. OF DWELLING UNITS: 1
-------------------------------------	-----------------------------------	-------------------------------------	-----------------------------	----------------------	-----------------------------

DESCRIPTION OF BUILDING AFTER PROPOSED ALTERATION

1. TYPE OF CONSTRUCTION: WOOD FRAME	2. NO. OF STORIES OF OCCUPANCY: 3	3. NO. OF SUBDIVISIONS AND UNITS: 0	4. PROPOSED USE LEGAL USE: Residential	5. OCCUP. CLASS: R-3	6. NO. OF DWELLING UNITS: 1
-------------------------------------	-----------------------------------	-------------------------------------	--	----------------------	-----------------------------

13. IS ADDITION TO BE CONSTRUCTED OR ALTERED? YES NO

14. IS EXISTING STRUCTURE BEING DEMOLISHED? YES NO

15. IS EXISTING STRUCTURE BEING RECONSTRUCTED? YES NO

16. IS EXISTING STRUCTURE BEING REPAIRED? YES NO

17. GENERAL CONTRACTOR: Logan Schrader Const. ADDRESS: 80 Nelson Mill Valley 94941 PHONE: 381-2418

18. OWNER: Jody PatraKa Rachel Schochet - 436 Eureka 94114 PHONE FOR CONTACT BY PERMIT: 824-1244

19. WORK DESCRIPTION OF ALL WORK TO BE PERFORMED UNDER THE APPLICATION (REFERENCE TO PLANS IS NOT SUFFICIENT):
Addition of Master Bdrm. Master Bath above existing Kitchen + New decks in rear yard & hot tub.

ADDITIONAL INFORMATION

1. IS THIS A REPAIR OR ALTERATION? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	2. IS THIS A NEW BUILDING? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	3. IS THIS A RECONSTRUCTION? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	4. IS THIS A DEMOLITION? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
--	--	--	--

20. CONTRACTOR'S LICENSE NUMBER AND EXPIRATION DATE: Lindy Small Architecture 95 Linden AVE OAKLAND 94607 224301

21. IS THERE A NO-BUILD CONSTRUCTION ORDER? YES NO

IMPORTANT NOTICES

No change shall be made in the location of the structure or use without first obtaining a Building Permit authorizing such change. See San Francisco Building Code and San Francisco Housing Code.

No portion of building or structure or scaffolding used during construction, to be closer than 8' to any wire containing more than 150 volts. See Sec. 346, California Penal Code.

Pursuant to San Francisco Building Code, the building permit shall be posted on the job. The owner is responsible for approved plans and specifications being kept at building site.

Grade lines as shown in drawings accompanying this application are assumed to be correct. If actual grade lines are not the same as shown revised drawings showing correct grade lines, cut and fill together with complete details of retaining walls and wall footings required must be submitted to this department for approval.

ANY STIPULATION REQUIRED HEREON OR BY CODE MAY BE APPEALED.

BUILDING NOT TO BE OCCUPIED UNTIL CERTIFICATE OF FINAL COMPLETION IS POSTED ON THE BUILDING OR PERMIT OF OCCUPANCY GRANTED, WHEN REQUIRED.

APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE AN APPROVAL FOR THE ELECTRICAL WIRING OR PLUMBING INSTALLATIONS. A SEPARATE PERMIT FOR THE WIRING AND PLUMBING MUST BE OBTAINED. SEPARATE PERMITS ARE REQUIRED IF ANSWER IS YES TO ANY OF ABOVE QUESTIONS (10) (11) (12) (13) (14) (15) (16) (17) (18) (19).

THIS IS NOT A BUILDING PERMIT. NO WORK SHALL BE STARTED UNTIL A BUILDING PERMIT IS ISSUED.

In storage of roofing materials must have a clearance of not less than 24 inches from all electrical wires or equipment.

CHECK APPROPRIATE BOX

OWNER ARCHITECT
 LICENSEE AGENT
 CONTRACTOR ENGINEER

APPLICANT'S CERTIFICATION

I HEREBY CERTIFY AND AGREE THAT IF A PERMIT IS ISSUED FOR THE CONSTRUCTION DESCRIBED IN THIS APPLICATION, ALL THE PROVISIONS OF THE PERMIT AND ALL LAWS AND ORDINANCES THERE TO WILL BE COMPLIED WITH.

9025-01 (REV. 1995)

NOTICE TO APPLICANT

HOLD HAZARDOUS CLAUSE: The permittee by acceptance of the permit, agrees to indemnify and hold harmless the City and County of San Francisco from and against any and all claims, demands and actions for damages resulting from operations under this permit, regardless of negligence of the City and County of San Francisco, and to assume the defense of the City and County of San Francisco against all such claims, demands or actions.

In conformity with the provisions of Section 3800 of the Labor Code of the State of California, the applicant shall have coverage under (1), or (2) designated below or shall include item (1), or (1), or (2), whichever is applicable, if however item (2) is checked item (1) must be checked as well. Mark the appropriate method of compliance below.

I hereby affirm under penalty of perjury one of the following declarations:

1. I have and will maintain a certificate of coverage to assure the workers' compensation as provided by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

2. I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which the permit is issued. My workers' compensation insurance carrier and policy number are:
Carrier: Acceptance Indemnity Ins Co
Policy Number: FW99984254

3. The cost of the work to be done is \$100 or less.

4. I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner as an employee subject to the workers' compensation laws of California, I further acknowledge that I understand that in the event that I should become subject to the workers' compensation provisions of the Labor Code of California and fail to comply therewith with the provisions of Section 3800 of the Labor Code, that the permit herein applied for shall be deemed revoked.

5. I certify as the owner (or the agent for the owner) that in the performance of the work for which this permit is issued, I will employ a contractor who complies with the workers' compensation laws of California and who, prior to the commencement of any work, will file a completed copy of this form with the Central Permit Bureau.

Signature of Applicant/Agent: Lindy Small
Date: 3/30/01

OFFICIAL COPY



CONDITIONS AND STIPULATIONS

APPROVED: _____

Building Inspector at the start of work and scheduling call 508-333-5000. Inspection scheduling call 508-333-5000. Work authorized without site inspection, domestic plumbing or electrical plan review and does not constitute an approval of the building. Work authorized must be done in strict accordance with all applicable codes. Any electrical or plumbing work shall require appropriate separate permits.

PROVIDE SMOKE DETECTOR(S) PER SFBC SEC. 3104.1

CHECKED
AUG 13 2001
BY: THOMAS LE

[Signature]
BUILDING INSPECTOR, DEPT. OF BLDG. INSP.

DATE: _____

REASON: _____

NOTIFIED: _____

This building must comply with the International Existing Conservation Ordinance 7.2.02 before a final inspection. All work must be issued for the work.

HOLD SECTION - NOTE DATES AND NAMES OF ALL PERSONS NOTIFIED DURING PROCESSING

APPROVED: as per plans & application for horizontal extension decks & hot tub at rear of single family dwelling

[Signature]
DEPARTMENT OF CITY PLANNING

DATE: _____

REASON: _____

NOTIFIED: _____

APPROVED: N/A

[Signature]
BUREAU OF FIRE PREVENTION & PUBLIC SAFETY

DATE: _____

REASON: _____

NOTIFIED MR. _____

APPROVED:

CHECKED
AUG 13 2001
BY: THOMAS LE

[Signature]
CIVIL ENGINEER, DEPT. OF BLDG. INSPECTION

DATE: _____

REASON: _____

NOTIFIED MR. _____

APPROVED:

NO ALTERATION TO OR RECONSTRUCTION OF CITY RIGHT OF WAY UNDER THIS PERMIT.

[Signature] 8/24/01
Bureau of Engineering
Bsm

DATE: _____

REASON: _____

NOTIFIED MR. _____

APPROVED: N/A

DEPARTMENT OF PUBLIC HEALTH

DATE: _____

REASON: _____

NOTIFIED MR. _____

APPROVED:

REDEVELOPMENT AGENCY

DATE: _____

REASON: _____

NOTIFIED MR. _____

APPROVED:

By *[Signature]*
ROBERT C. WONG, DBI
AUG 22 2001

[Signature] MECH'L

DATE: _____

REASON: _____

NOTIFIED MR. _____

I agree to comply with all conditions or stipulations of the various bureaus or departments named on this application, and attached statements of conditions or stipulations, which are hereby made a part of this application.

Number of attachments

OWNER'S AUTHORIZED AGENT

OFFICIAL COPY



DATE 4-20-2001

APPLICATION FILING FEE- PLAN CHECKING RECEIPT

324507

RECEIVED OF

J. Jay Patraha

BUILDING APPLICATION NUMBERS

2001-04-20-7337

BUREAU APPLICATION

FEE FOR APPLICATION FILING AND CHECKING PLANS, PRESCRIBED BY SAN FRANCISCO BUILDING CODE

ESTIMATED COST OF JOB	EXPEDITER FEE 7000	PLAN CHECK FEE REVENUE FEE			FILING FEE 1203	DEMOLITION NOTICE FEE 1213
		NEW CONST.	ALTERATION	ISSUE		
\$ 150,000.-			730.60		26.65	
FEE FEE 7200	DCP FEE 7001	SURCHARGE	FULL PLAN CHECK <input checked="" type="checkbox"/> 1/4 PLAN CHECK <input type="checkbox"/>		CITY AND COUNTY OF SAN FRANCISCO DEPARTMENT OF BUILDING INSPECTION CENTRAL PERMIT BUREAU	
	940.-	59.40			BY [Signature]	

9003-01 (REV. 2/05)

1,756.65



DEPARTMENT OF BUILDING INSPECTION

City & County of San Francisco
1660 Mission Street, San Francisco, CA 94103-2414

DEPARTMENT OF BUILDING INSPECTION Notification of Application Cancellation

Date: 01/04/2002

Application No: 200104207337

Address: 436 EUREKA ST

JODY PATRAKA RACHEL SCHOCHET
436 EUREKA ST
S.F CA 94114

APPLICATION APPROVED 08/29/2001

Dear JODY PATRAKA RACHEL SCHOCHET

You are hereby notified that your application for a building permit at the above noted address(es) will be cancelled on 01/25/2002.

For further information, bring this letter to FIRST FLOOR, 1660 MISSION STREET, San Francisco. You are reminded that by law it is necessary to have a permit on the job before work can be started.

A ONE TIME EXTENSION OF 60 DAYS, AT ANY POINT DURING THE APPROVAL PROCEDURE, MAY BE GRANTED BY THE DIRECTOR UPON WRITTEN REQUEST BY THE APPLICANT WITH A PAYMENT OF \$34.28 MADE PAYABLE TO DEPARTMENT OF BUILDING INSPECTION.

THIS NON REFUNDABLE FEE IS REQUIRED IF YOUR APPLICATION WAS FILED ON OR AFTER FEBRUARY 6, 1989.

CAROLYNN M. TUSCH,
MANAGER, CENTRAL PERMIT BUREAU
(415) 558-6070

CC:

Central Permit Bureau
1660 Mission Street
San Francisco, CA 94013



DEPARTMENT OF BUILDING INSPECTION

City and County of San Francisco
1660 Mission Street, San Francisco, CA 94103-2414

DEPARTMENT OF BUILDING INSPECTION Notification of Application Cancellation

Date: 01/04/2002

Application No: 200104207337

Address: 436 EUREKA ST

LINDY SMALL ARCHITECTURE
95 LINDEN#10
OAKLAND, CA 94607

APPLICATION APPROVED 08/29/2001

Dear LINDY SMALL ARCHITECTURE

You are hereby notified that your application for a building permit at the above noted address(es) will be cancelled on 01/25/2002.

For further information, bring this letter to FIRST FLOOR, 1660 MISSION STREET, San Francisco. You are reminded that by law it is necessary to have a permit on the job before work can be started.

A ONE TIME EXTENSION OF 60 DAYS, AT ANY POINT DURING THE APPROVAL PROCEDURE, MAY BE GRANTED BY THE DIRECTOR UPON WRITTEN REQUEST BY THE APPLICANT WITH A PAYMENT OF \$34.28 MADE PAYABLE TO DEPARTMENT OF BUILDING INSPECTION.

THIS NON REFUNDABLE FEE IS REQUIRED IF YOUR APPLICATION WAS FILED ON OR AFTER FEBRUARY 6, 1989.

CAROLYNN M. TUSCH,
MANAGER, CENTRAL PERMIT BUREAU
(415) 558-6070

CC:

Central Permit Bureau
1660 Mission Street
San Francisco, CA 94013

OFFICIAL COPY



DEPARTMENT OF BUILDING INSPECTION

City & County of San Francisco

Mission Street, San Francisco, California 94103-2414

SPECIAL INSPECTION

A COPY OF THIS DOCUMENT SHALL BE KEPT ON THE BUILDING SITE. Sec. 106.4.2, SFBC 98.

JOB ADDRESS 436 EUREKA APPLICATION NO. 201/09/20/7337 ADDENDUM NO.
OWNER NAME JOEY P. OWNER PHONE NO. 829.1249

Employment of Special Inspection is the direct responsibility of the OWNER, or the Engineer/Architect of record acting as the owner's representative. Special inspector shall be one of those as prescribed in Sec.1701.2. Name of Special Inspector shall be furnished to DBI District Inspector prior to start of the work for which the Special Inspection is required. A pre-construction conference is recommended for Owner/Builder or Designer/Builder projects, complex and high-rise projects, and for projects utilizing new processes or materials.

In accordance with Sec 1701, SFBC 98, Special Inspection and/or testing is required for the following work:

- 1. Concrete
2. Bolts Installed in Concrete
3. Special Moment-Resisting Concrete Frame
4. Reinforcing Steel & Pre-stressing Tendons
5. Welding
6. High-Strength Bolting
7. Structural Masonry
8. Reinforced Gypsum Concrete
9. Insulating Concrete Fill
10. Sprayed-On Fireproofing
11. Piling, Drilled Piers and Caissons
12. Shotcrete
13. Special Grading, Excavation and Filling
14. Exterior Facing
15. Demolition
16. Life Safety System
17. Retrofit of Un-reinforced Masonry Buildings
18. Bolts Installed in Existing Masonry
19. Shear Walls and Floor Systems Used as Shear Diaphragms
20. Special Cases
21. Crane Safety (Apply to the operation of tower cranes on high-rise building)

Structural observation per Sec. 1702, SFBC 98 for (list)

Certification is required for: [] Glue-lam components Other

Prepared by WILLIAM S. LYNCH, CE Engineer/Architect of Record Phone: (510) 981 1016

Review by: THOMAS LE, CE DBI Engineer or Plan Checker Phone: (415) 558-6190

TO DISTRICT BUILDING INSPECTOR: This copy is returned for your record. All reports were received and are acceptable.

DATE DBI Engineer or Plan Checker Per Special Inspection Report Dated By

QUESTIONS ABOUT SPECIAL INSPECTION SHOULD BE DIRECTED IN THE ORDER OF:
1) Plan Check Engineer/Inspector: (415) 558-6133, 2) District Building Inspector: (415) 558-6096



APPROVED
Dept. of Building Insp.
APR 28 2005
DIRECTOR
DEPT OF BUILDING INSPECTION

STAMP: ENLARGEMENT OPTION
ORIGINAL
HORIZONTAL

BLDG. FORM 3/8
APR 28 2005
APPROVAL NUMBER: 0005102/12/10996

APPLICATION FOR BUILDING PERMIT
ADDITIONS, ALTERATIONS OR REPAIRS
FORM 3 [X] OTHER AGENCIES REVIEW REQUIRED
FORM 8 [] OVER-THE COUNTER ISSUANCE
2 NUMBER OF PLANS

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF BUILDING INSPECTION
APPLICATION IS HEREBY MADE TO THE DEPARTMENT OF BUILDING INSPECTION OF SAN FRANCISCO FOR PERMISSION TO BUILD IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS SUBMITTED HERewith AND ACCORDING TO THE DESCRIPTION AND FOR THE PURPOSE HEREINAFTER SET FORTH.

DATE FILED: 3/22/05
PLANS RECEIVED: 3/28/05
PLANNING ADDRESS: 436 EUREKA ST. SE 2767 2A
PERMIT NO.: 1054126
ISSUED: 4/28/05
ESTIMATED COST OF JOB: 35,000
CONVEYED COST: 435,000

INFORMATION TO BE FURNISHED BY ALL APPLICANTS

LEGAL DESCRIPTION OF EXISTING BUILDING
DESCRIPTION OF BUILDING AFTER PROPOSED ALTERATION
GENERAL CONTRACTOR: PUTGA Harris Const Mgmt 27th St 94114 4592344
OWNER: JOE PATRACKA 436 EUREKA ST San Francisco Ca 94114 824-1244
PROPOSED WORK: NEW REAR DECK AND SLOPING DOORS

ADDITIONAL INFORMATION
DOES THIS ALTERATION CREATE ADDITIONAL WORK OR EXPOSE TO WEATHER? YES
DOES THIS ALTERATION EXPOSE TO WEATHER? YES
DOES THIS ALTERATION EXPOSE TO WEATHER? YES

IMPORTANT NOTICES
No change shall be made in the character of the occupancy or use without first obtaining a Building Permit...
Approval of this application does not constitute an approval for the electrical wiring or plumbing installations...
THIS IS NOT A BUILDING PERMIT. NO WORK SHALL BE PERMITTED UNTIL A BUILDING PERMIT IS ISSUED.

NOTICE TO APPLICANT
HOLD HARMLESS CLAUSE: The contractor by acceptance of this permit, agrees to indemnify and hold harmless the City and County of San Francisco from and against any and all claim, demands and actions for damages...
I have and will maintain a certificate of workers' compensation...
I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California.



DEPARTMENT OF BUILDING INSPECTION

City & County of San Francisco
660 Mission Street, San Francisco, California 94103-2414

DATE: 3/22/05

PERMIT APPLICANT AND AUTHORIZED AGENT
DISCLOSURE AND CERTIFICATION

New
 Amended

Permit Application No.: 2005/03/21/8196 Job Address: 430 Supska St

This form must be completed in its entirety in connection with an application for a building permit (Forms 1/2, 3/8, 4/7, 5 and 6). The form must be amended for all new information or change in information for duration of project. Please be advised that the Department does not regulate permit expeditors/consultants or afford them preferential treatment.

A. Permit Applicant Information

I hereby certify that for the purpose of filing an application for a building or other permit with the Central Permit Bureau, or completion of any form related to the San Francisco Building Code, or to City and County ordinances and regulations, or to state laws and codes, I am the owner, the lessee or the agent of the owner/lessee and am authorized to sign all documents connected with this application or permit.

I declare under penalty of perjury that the foregoing is true and correct. I am the permit applicant and I am

Check box(es):

- The owner (B) The lessee (C)
- The authorized agent. Check entity(s):
 - Architect (D) Engineer (E)
 - Contractor (F) Attorney (G)
 - Permit Consultant/Expediter (H)
 - Other (H)

Print Applicant Name PETER WABAN
Sign Name [Signature]

B. Owner Information

Name Loby Patra
Phone 824-1244
Address 5000 ...
City State Zip

C. Lessee Information

Name
Phone
Address
City State Zip

D. Architect / Engineer Information

None List all Architect(s)/Engineer(s) on project:

1. Name LLOYD SMITH
 Architect Engineer
Phone No. 510 526-1044
Firm Name LLOYD SMITH ARCHT
License # CE 19221
Expiration Date
Firm Address 97 LINDSEY ST
PACIFICA CA 94020
City State Zip

2. Name
 Architect Engineer
Phone No.
Firm Name
License #
Expiration Date
Firm Address
City State Zip

3. Name
 Architect Engineer
Phone No.
Firm Name
License #
Expiration Date
Firm Address
City State Zip

E. General Contractor Information

Note: Complete separate licensed contractor's statement also.

Name FIDEL WABAN CORP
Phone 415 255 2344
Firm Name FIDEL WABAN CORP
License # 683 241
Expiration Date 12/31/05
Firm address 4046 ...
City State Zip

- Contractor not yet selected. If this box is checked, submit an amended form when known.
- Owner - Builder. If this box is checked, submit owner-builder declaration form.

F. Attorney Information

Name
Phone
Firm Name
Firm Address
City State Zip

G. Permit Consultant / Expediter

Name
Phone
Firm Name
Firm Address
City State Zip

H. Authorized Agent - Others

Name
Phone
Firm Name
Firm Address
City State Zip

Please describe your relationship with the owner

OFFICIAL COPY



DEPARTMENT OF BUILDING INSPECTION

City & County of San Francisco
1660 Mission Street, San Francisco, California 94103-2414
CENTRAL PERMIT BUREAU
1660 MISSION STREET
SAN FRANCISCO, CA 94103

Appl. # _____
Address _____

LICENSED CONTRACTOR'S STATEMENT

Licensed Contractor's Declaration

Pursuant to the Business and Professions Code Sec. 7031.5, I hereby affirm under penalty of perjury that I am licensed under the provisions of Chapter 9 (commencing with Sec. 7000) of Division 3 of the Business and Professions Code, and that my license is in full force and effect.

License Number 683204

License Class BHIC

Expiration Date 12-31-05

Contractor PETER HARRIS
PRINT

Peter Harris
SIGNATURE

Owner-Builder Declaration

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law, Business and Professions Code (Sec. 7031.5). (Mark the appropriate box below).

_____ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Sec. 7044). I further acknowledge that I understand and agree that in the event that any work is commenced contrary to the representations contained herein, that the Permit herein applied for shall be deemed suspended.

_____ architect, agent
I, as owner of the property, am exclusively contracting with licensed contractors to construct this project (Sec. 7044). I certify that at the time such contractors are selected, I will have them file a copy of this form (Licensed Contractor's Declaration) prior to the commencement of any work. I further acknowledge that I understand and agree that, in the event that said contractors fail to file a copy of the Declaration with the Central Permit Bureau, that the Permit herein applied for shall be deemed suspended.

_____ I am exempt under Business and Professions Code Sec. _____

Reason _____

_____ Architect (PRINT) _____

Date _____ Agent (PRINT) _____

_____ Owner (PRINT) _____

(SIGNATURE) _____

NOTICE: "Any violation of the Bus. & Prof. Code Sec. 7031.5 by any permit applicant shall be subject to a civil penalty of not more than five hundred dollars (\$500)." Bus. & Prof. Code Sec. 7031.5. Revised 09/05/01

OFFICIAL COPY



DEPARTMENT OF BUILDING INSPECTION

City & County of San Francisco
1660 Mission Street, San Francisco, California 94103-2414
CENTRAL PERMIT BUREAU
1660 MISSION STREET
SAN FRANCISCO, CA 94103

Appl. #
Address 436 EUREKA
SF CA 94114

LICENSED CONTRACTOR'S STATEMENT

Licensed Contractor's Declaration

Pursuant to the Business and Professions Code Sec. 7031.5, I hereby affirm under penalty of perjury that I am licensed under the provisions of Chapter 9 (commencing with Sec. 7000) of Division 3 of the Business and Professions Code, and that my license is in full force and effect.

License Number _____ License Class _____
Expiration Date _____ Contractor _____
PRINT

SIGNATURE

Owner-Builder Declaration

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law, Business and Professions Code (Sec. 7031.5). (Mark the appropriate box below).

I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Sec. 7044). I further acknowledge that I understand and agree that in the event that any work is commenced contrary to the representations contained herein, that the Permit herein applied for shall be deemed suspended.
architect, agent

I, as owner of the property, am exclusively contracting with licensed contractors to construct this project (Sec. 7044). I certify that at the time such contractors are selected, I will have them file a copy of this form (Licensed Contractor's Declaration) prior to the commencement of any work. I further acknowledge that I understand and agree that, in the event that said contractors fail to file a copy of the Declaration with the Central Permit Bureau, that the Permit herein applied for shall be deemed suspended.

I am exempt under Business and Professions Code Sec. _____

Reason _____

Date 4/29/05
Architect (PRINT) _____
Agent (PRINT) _____
Owner (PRINT) JODY PATRASKA
(SIGNATURE) Jody Patraska

NOTICE: "Any violation of the Bus. & Prof. Code Sec. 7031.5 by any permit applicant shall be subject to a civil penalty of not more than five hundred dollars (\$500)." Bus. & Prof. Code Sec. 7031.5. Revised 09/05/01

OFFICIAL COPY



STRUCTURAL ADDITION INFORMATION FORM

OWNER'S NAME & ADDRESS: Jay PatraKa - 436 Eureka St. SF 94114

ADDRESS: 436 Eureka St # OF NOTIFICATIONS 5

BLOCK: 2767 ADDRESS ON APPLICATION (PLANS)

LOT: 002A VERIFIED BY: _____

APPLICATION #: 2005/03/22/8096

PERMIT #: 1054126

DATE ISSUED: 4-28-05

ADDITION CONSISTS OF: H.

ADDRESS OF ADJACENT PROPERTIES:

LOT# ADDRESS: _____

2 _____

ADDRESS: _____

22 _____

ADDRESS: _____

21 _____

ADDRESS: _____

20 _____

LOT # ADDRESS: _____

3 _____

ADDRESS: _____

ADDRESS: _____

ADDRESS: _____

4-29-05



City and County of San Francisco
Department of Building Inspection

CERTIFICATE OF FINAL COMPLETION AND OCCUPANCY

LOCATION: 436 EUREKA ST. 2767/002A
(number) (street) (block and lot)

Permit Application No: 200503728096 Type of Construction: VN Stories: 2 Dwelling Units: 1

Basements: 0 Occupancy Classification: R3 No. of Guestrooms: 0 with cooking facilities: 1

Description of Construction: CONSTRUCT (N) DECK @ REAR OF BUILDING
W/ STAIRS TO REAR YARD PER APPROVED PLANS

To the best of our knowledge, the construction described above has been completed and, effective as of the date the building permit application was filed, conforms both to the Ordinances of the City and County of San Francisco and to the Laws of the State of California. The above referenced occupancy classification is approved pursuant to Section 109 of the San Francisco Building Code.

Any change in the use or occupancy of these premises—or any change to the building or premises—could cause the property to be in violation of the Municipal Codes of the City and County of San Francisco and, thereby, would invalidate this Certificate of Final Completion and Occupancy. A copy of this Certificate shall be maintained on the premises and shall be available at all times. Another copy of this Certificate should be kept with your important property documents.

Before making any changes to the structure in the future, please contact the Department of Building Inspection, which will provide advice regarding any change that you wish to make and will assist you in making the change in accordance with the Municipal Codes of the City and County of San Francisco.

Approved: N/A 200 Bureau of Fire Prevention This certificate issued on: 21 NOV 2005
by: (Signature) (Printed Name) FRANK CHIU, Director of Building Inspection

Approved: N/A 200 Department of Public Health by: (Signature) (Printed Name) Building Inspector
by: (Signature) (Printed Name) Housing Inspector

OFFICIAL COPY



ADDRESS OF JOB		BLOCK/LOT		APPLICATION NO.	
496 EUREKA ST		2767/002A		200503228096	
OWNER NAME				TELEPHONE	
JODY PATRAKA				(415)824-1244	
ESTIMATED COST	FILE DATE	DISPOSITION	DISPOSITION DATE	PERMIT NO.	EXPIRATION DATE
\$35,000	03/22/05	ISSUED	04/28/05	200503228096	04/28/08
FORM	CONST TYPE	OCCUPANCY CODES	FANS	STORES	UNITS
3	5	R-3	2	3	1
CONTACT NAME				TELEPHONE	
PETER HARRIS CONSTRUCTION INC				4152552344	
DESCRIPTION/BLDG USE		NEW REAR DECK AND REAR SLIDING DOORS			
1 FAMILY DWELLING					
SPECIAL INSPECTIONS?	NO	FIRE ZONE	NO		
SPECIAL USE DISTRICT		TDF	NO		
		PENALTY	NO	COMPLIANCE WITH REPORTS	
NOTES:					
106/107					
PERMIT INSPECTION RECORD DEPARTMENT OF BUILDING INSPECTION CITY AND COUNTY OF SAN FRANCISCO BUILDING INSPECTION JOB CARD					

0003-11

OFFICIAL COPY



ADDRESS OF WORK		BLOCK/LOT		APPLICATOR NO.	
436 BUREKA ST		2767 /002A		9103984	
OWNER NAME				TELEPHONE	
PODS PATRAKA				552-1621	
ESTIMATED COST	FILE DATE	DISPOSITION	DISPOSITION DATE	PERMIT NO.	EXPIRE DATE
\$30,000	3/12/91	ISSUED	03/12/91	667145	03/12/92
FORM CONST. TYPE	OCCUPANCY CODES	PLANS	STORIES	LIMITS	DISTRICT
8 5	R-3	0	2	1	BID-INSP 08
CONTACT NAME				TELEPHONE	
STANDARD DESCRIPTION/BLDG. USE			OTHER DESCRIPTION		
FAMILY DWELLING			INSTALL NEW KITCHEN CABINETS, COUNTERTOP, APPLIANCES, FLOORS.		
SPECIAL INSPECTION	NO	FIRE ZONE			
SPECIAL USE DISTRICT		TDF	NO		
		PENALTY	NO		
COMPLIANCE WITH REPORTS					

NOTES:

PERMIT INSPECTION RECORD
DEPARTMENT OF PUBLIC WORKS
CITY AND COUNTY OF SAN FRANCISCO
BUILDING INSPECTION JOB CARD

8903-15

OFFICIAL COPY



APPROVED
Dept. of Public Works

MAR 12 1991

Lisa Swedlow
Birmingham

3/8

09103984

PERMITS DIVISION
CITY ENGINEER'S OFFICE

ALL THE ABOVE QUALITIES NEEDED BY EACH OF THE APPLICANTS AT STATE OF WORKS (FORM NO. 2) MUST BE APPROVED BY THE DEPARTMENT OF PUBLIC WORKS. THIS APPLICATION IS APPROVED FOR THE CITY OF SAN FRANCISCO. WORKS APPROVED MUST BE DONE IN ACCORDANCE WITH ALL APPLICABLE CODES.

**APPLICATION FOR BUILDING PERMIT
ADDITIONS, ALTERATIONS OR REPAIRS**

FORM 3 OTHER AGENCY REVIEW REQUIRED
FORM 8 OVER-THE-COUNTER ISSUANCE

NUMBER OF PLAN SETS *WC 11/1/91*

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF PUBLIC WORKS
OFFICE COPY
APPLICATION IS HEREBY MADE TO THE DEPARTMENT OF PUBLIC WORKS OF SAN FRANCISCO FOR PERMISSION TO BUILD IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS SUBMITTED HERewith AND ACCORDING TO THE DESCRIPTION AND FOR THE PURPOSE HEREINAFTER SET FORTH.

DATE <i>3-12-91</i>	PROJECT DESCRIPTION ---	STREET ADDRESS OF JOB <i>436 Eureka St 2767 2A</i>	BLOCK & LOT ---
PERMIT NO. <i>667145</i>	DATE <i>3-12-91</i>	ESTIMATED COST OF JOB <i>930,000</i>	PERMIT FEE ---

INFORMATION TO BE FURNISHED BY ALL APPLICANTS

DESCRIPTION OF EXISTING BUILDING			
AREA OF FLOOR <i>5N</i>	NUMBER OF FLOORS OF OCCUPANCY <i>2</i>	NUMBER OF USE UNITS <i>1</i>	TYPE OF USE <i>SFD</i>
DESCRIPTION OF BUILDING AFTER PROPOSED ALTERATION			
AREA OF FLOOR <i>5N</i>	NUMBER OF FLOORS OF OCCUPANCY <i>2</i>	NUMBER OF USE UNITS <i>1</i>	TYPE OF USE <i>SFD</i>
NO. OF STORIES ADDED TO EXISTING STRUCTURE	NO. OF STORIES REMOVED FROM EXISTING STRUCTURE	NO. OF STORIES TO BE REMOVED FROM EXISTING STRUCTURE	NO. OF STORIES TO BE ADDED TO EXISTING STRUCTURE
APPLICANT'S CONTACT INFORMATION			
NAME <i>Lisa Swedlow</i>		ADDRESS <i>170 Calhoun #3rd Floor</i>	PHONE <i>553373</i>
NAME (ARCHITECT OR ENGINEER) <i>Jody Patraha/Rachel Schacht</i>		ADDRESS <i>4249 19th St</i>	PHONE <i>552-621</i>
A SHORT DESCRIPTION OF THE WORK TO BE PERFORMED UNDER THIS APPLICATION TO BE PERMITTED TO PROCEED			
<i>Install new kitchen cabinets, countertop appliances, flooring, sheetrock. Install new plumbing fixtures + tile in powder room, and a Master bath. No structural changes. Cosmetic work only.</i>			
ADDITIONAL INFORMATION - FORM 3 APPLICANTS ONLY			
IS THIS A REPAIR? <input type="checkbox"/>	IS IT A REPAIR TO A STRUCTURE? <input type="checkbox"/>	IS IT A REPAIR TO A MECHANICAL SYSTEM? <input type="checkbox"/>	IS IT A REPAIR TO A ELECTRICAL SYSTEM? <input type="checkbox"/>
IS IT A REPAIR TO A PLUMBING SYSTEM? <input type="checkbox"/>	IS IT A REPAIR TO A HEATING SYSTEM? <input type="checkbox"/>	IS IT A REPAIR TO A AIR CONDITIONING SYSTEM? <input type="checkbox"/>	IS IT A REPAIR TO A ELEVATOR? <input type="checkbox"/>
ADDRESS OF PROPERTY OWNER <i>Lisa Swedlow Cont. 170 Calhoun #3rd Floor 553373 B</i>		ELECTRICIAN'S NAME <i>Unknown</i>	

IMPORTANT NOTICES

No change shall be made in the character of the occupancy of use without first obtaining a Building Permit authorizing such change. See San Francisco Building Code and San Francisco Planning Code.

No portion of building or structure or existing used during construction to be other than 43' to any other structure more than 150 feet. See Sec. 280, California Penal Code.

Permitted by San Francisco Building Code, the building permit shall be posted on the job. The owner is responsible for approved plans and application being kept on building job.

Grades shall be shown on drawings accompanying this application as required to be correct. A final grade sheet and not the same as shown revised drawings showing correct grade lines, cut and fills together with complete details of retaining walls and wall footings required must be submitted to this bureau for approval.

ANY VARIATION REQUIRED HEREIN OR BY CODE MUST BE APPROVED BY APPLICANT BEFORE WORK TO BE OCCURRED UNDER CERTIFICATE OF PERMITS CONSTRUCTION IS POSTED ON THE BUILDING OR PERMIT OR OCCUPANCY LICENSED WITH PERMITTED APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE ANY APPROVAL FOR THE ELECTRICAL WORK OR PLUMBING AND ALLOWING A SCHEDULE PERMIT FOR THE WORKING AND FINISHING MUST BE OBTAINED SEPARATE PERMITS ARE REQUIRED FOR ANY OTHER TYPE OF ABOVE OUTRIGERS (NO 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000.

NOTICE TO APPLICANT

HOLD ADDRESS (LEASE). The Permittee by acceptance of the permit, agrees to indemnify and hold harmless the City and County of San Francisco from and against any and all claims, demands and orders for damages resulting from operations under this permit, regardless of negligence of the City and County of San Francisco, and to assume the defense of the City and County of San Francisco against all such claims, demands and orders.

In conformity with the provisions of Section 2800 of the Labor Code of the State of California, the applicant shall be a party to the said Central Labor Bureau, either Local 102, 103 or 104, or the State Council of Labor Union, either 102, 103 or 104, before, whichever is applicable. However, when the applicant has been (1) checked as not being the appropriate number of compliance before:

1. The Certificate of Consent to Sell Issue issued by the Director of Industrial Relations.

2. Confirmation of Employer's Compensation Insurance issued by an authorized insurer.

3. An event copy or duplicate of it checked by the Director as (1) checked by the owner.

4. The cost of the work to be performed is \$100 or less.

5. The fee for the performance of the work for which this Permit is issued, I shall not employ any person in the City of San Francisco who is subject to the employer's compensation laws of California. I further acknowledge that I understand, in the event that I should become subject to the employer's compensation provisions of the Labor Code of California and fail to comply herewith, with the provisions of Section 2800 of the Labor Code, I shall be deemed to have applied for such be deemed void.

I hereby do the same on the part of the owner that in the particular of the work for which this Permit is issued, I will employ a contractor who complies with the employer's compensation laws of California and who has on file, or goes to the commencement of the work will file, with the Central Labor Bureau evidence that workmen's compensation insurance is current.

Lisa Swedlow 3/12/91
Permittee's Signature

CHECK APPROPRIATE BOX:

OWNER ARCHITECT ENGINEER

LESSEE AGENT WITH POWER OF ATTORNEY

CONTRACTOR ATTORNEY IN FACT

APPLICANT'S CERTIFICATION

I HEREBY CERTIFY AND AGREE THAT IF A PERMIT IS ISSUED FOR THE CONSTRUCTION DESCRIBED IN THIS APPLICATION, ALL THE PROVISIONS OF THE PERMIT AND ALL LAWS AND ORDINANCES THEREIN WILL BE COMPLIED WITH.

NO. 100



CONDITIONS AND STIPULATIONS

DATE TO	APPROVED: <u>BUREAU OF INSPECTION</u>	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: <u>BUREAU OF INSPECTION</u>	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: <u>BUREAU OF THE INSPECTION & PUBLIC SAFETY</u>	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: <u>CIVIL ENGINEER, BUREAU OF BUILDING INSPECTION</u>	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: <u>BUREAU OF ENGINEERING</u>	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: <u>DEPARTMENT OF PUBLIC HEALTH</u>	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: <u>REDEVELOPMENT AGENCY</u>	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: <u>BUREAU OF INSPECTION</u>	DATE: _____ REASON: _____ NOTIFIED MR. _____

VOID SECTION - NOTE DATES AND NAMES OF ALL PERSONS NOTIFIED THROUGH THIS SECTION

I agree to comply with all conditions or stipulations of the permit license or license as shown on this application and attached statement of conditions or stipulations, which are hereby made a part of the application.

Number of conditions CHIEF AUTHORIZED AGENT



CERTIFICATION OF AUTHORIZED AGENT

I hereby certify that for the purpose of filing an application for a building or other permit with the Central Permit Bureau, or completion of any form related to the S.F. Building Code, or to City and County ordinances and regulations, or to state laws and codes, I am the agent of the owner and am authorized to sign all documents connected with this application or permit.

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

Lisa Swedlow
Applicant's Signature

LISA SWEDLOW
Type or Print Name

ED958565
Identification
(Drivers Lic. No., etc.)

Jody Patonka
Owner/Lessor

3/12/91
Date



CENTRAL PERMIT BUREAU
450 McALLISTER STREET
SAN FRANCISCO, CA 94102

Appl. # _____
Address 138 Geneva

LICENSED CONTRACTOR'S STATEMENT

Licensed Contractor's Declaration

Pursuant to the Business and Professions Code Sec. 7031.5, I hereby affirm that I am licensed under the provisions of Chapter 9 (commencing with Sec. 7050) of Division 3 of the Business and Professions Code, and that my license is in full force and effect.

License Number 5533413 License Class B
Expiration Date 1/13 Contractor LWA Swenson
LWA Swenson
PRINT
LWA Swenson
SIGNATURE

Owner-Builder Declaration

I hereby affirm that I am exempt from the Contractor's License Law, Business and Professions Code (Sec. 7031.5). (Mark the appropriate box below.)

I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Sec. 7044). I further acknowledge that I understand and agree that in the event that any work is commenced contrary to the representations contained herein, that the Permit herein applied for shall be deemed cancelled.

I, as owner, am contracting with licensed contractors to construct this project (Sec. 7054). I certify that at the time such contractors are selected, I will have them file a copy of this form (Licensed Contractors Declaration) prior to the commencement of any work. I further acknowledge that I understand and agree that, in the event that said contractors fail to file a copy of the Declaration with the Central Permit Bureau, that the Permit herein applied for shall be deemed cancelled.

I am exempt under Business and Professions Code Sec. _____

Reason _____
Date _____
 Architect (PRINT) _____
 Agent (PRINT) _____
 Owner (PRINT) _____
(SIGNATURE) _____

NOTICE: "Any violation of the Bus. & Prof. Code Sec. 7031.5 by any permit applicant shall be subject to a civil penalty of not more than five hundred dollars (\$500)." Bus. & Prof. Code Sec. 7031.5.

OFFICIAL COPY



CERTIFICATION

I hereby certify that : (Check applicable boxes and fill in information as needed)

There are 1 (number) kitchens as defined in the Building and Housing Code of the City and County of San Francisco contained within this building.

The work contemplated under this permit does not affect any bearing walls within the structure nor does it contemplate the removal or modification of any load bearing members.

All newly installed doors and windows accessible from the ground level, or by stairs, ramps, parking lots, fire escapes or garage access meet the requirements of Section 4105 of the 1984 San Francisco Building Code for all B-1 apartments containing more than 2 condominium units.

All new openings in existing building walls are installed in accordance with Sec. 504(d), Tables 5-A and Chapter 18 through 22 of the 1984 SBC and Section 3705(u) for locating near fire escapes.

Signed Lisa S. Smith

(Owner, Architect, Engineer, Contractor, Authorized Agent).

(Please circle one of the above which is applicable).

Date: 3/12/91

OFFICIAL COPY



PERMIT NO. 282407

APPLICATION/PERMIT TO INSTALL PLUMBING, GAS, WATER

JOB ADDRESS: 436 Eureka

BUILDING USE: Residence NEW ALT # STORES: _____

OWNER OF BLDG: Jody Pawtraka PHONE: _____

ADDRESS: 4729 19th Street San Francisco, CA 94114

001991

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF PUBLIC WORKS
OFFICE OF BUILDING INSPECTION
PLUMBING DIVISION
558-6054

PERMIT NO. P 282407 X

VALID STATE CONTRACTOR'S LICENSE # 363457

CLASS C36 EXP. DATE 8/92

AMENDMENT TO: _____

436 10 Eureka
JOB ADDRESS

CONTRACTOR: Peter Waring Plumbing, Inc.

ADDRESS: 49 Bache Street
San Francisco, CA 94110

CITY STATE ZIP CODE

Peter Waring
SIGNATURE

DATE: 3/18/91

550-6622
TEL. NO.

PLEASE TYPE OR PRINT LEGIBLY

PRESS HARD

THE ADDRESS PRINTED AT LEFT MUST SHOW CLEARLY THROUGH A WINDOW ENVELOPE

* NOT VALID FOR PERMIT IF ANY EMPLOYEE DESCENDS INTO EXCAVATION DEEPER THAN 5'

CATEGORY	NO. AT FLOOR	SHORTS	TYPE	TOTAL FEES	
				AMOUNT	NO. OF
'A' PLUMBING					
WASH BASINS	2				
BATH TUBS	3				
SHOWERS	1				
SINKS	1				
WASH TRAYS					
DRINKING WATER					
LAUNDRY					
AUTO. DISH WASHER	1				
GARAGE DISPOSAL					
AUTO. CLOTHES WASHER					
W.C. FIXTURES					
DISCH. TUBS					
URINALS					
AUTO. TEMP. CONTROL					
CHEM. WASTE					
TOTAL PLUMBING FEES	11.75				
PERMIT FEE	13.75				
TOTAL PLUMBING FEE	25.50				
'B' GAS					
GAS TUB FEE	1			3.75	
1ST GAS OUTLET BAL. SH.	1			5.75	
ADDITIONAL OUTLETS					
WATER HEATER					
WATER HEATER					
PISC. GAS SUPPLY	1			10.25	
GAS METER					
GAS PIPE					
TOTAL GAS FEE				29.75	
'C' WATER					
WATER ONS. EACH	1			13.75	
ADDITIONAL WATER ONS.	7			17.50	
WATER ONS. FEE					
WATER ONS. FEE					
WATER ONS. FEE					
TOTAL WATER FEE				31.25	
'D' SEWER					
SEWER					
SEWER					
SEWER					
TOTAL SEWER FEE					
TOTAL				168.75	
TOTAL				168.75	

PLEASE MAKE CHECK PAYABLE TO:
DEPARTMENT OF PUBLIC WORKS
CENTRAL PERMIT BUREAU
450 W. ALLISTER STREET
ROOM 124
SAN FRANCISCO, CA 94102-4504

NOTE: SEE BACK OF GREEN COPY JOB CERTIFICATION OF COMPLIANCE WITH CALIF. STATE LABOR CODE SECTION 3800.

INSPECTOR'S REPORT

NOT VALID UNLESS DATED AND SIGNED BY CHIEF PLUMBING INSPECTOR

VALID FOR ISSUANCE: 3/25/91

VALID FOR ISSUANCE: 3/25/91

-----ATTENTION-----
If the image of this document appears less sharp than this notice, it is due to the quality of the original.



INSPECTOR'S JOB RECORD

DATE	JOB ENTRIES	REMARKS
6-10-91	Rok	all permits set affected except question on garbage disposal to Lute White
8-12-91	Rok	Journal
6		

-----ATTENTION-----
 If the image of this document appears
 less sharp than this notice, it is
 due to the quality of the original.

OFFICIAL COPY



DEPARTMENT OF PUBLIC WORKS

PERMIT NO. P 282642

P 282641 APPLICATION/PERMIT TO INSTALL PLUMBING, GAS, WATER

CITY AND COUNTY OF SAN FRANCISCO DEPARTMENT OF PUBLIC WORKS CHIEF OF BUREAU OF PERMITS PLUMBING DIVISION 553 0054

JOB ADDRESS 436 EUREKA

001991

BLDG. USE NEW ALT STORES

VALID STATE CONTRACTORS LICENSE # 443818 CLASS C-36 EXP. DATE 6/30/12

OWNER OF BLDG Lisa Swendson 170 Caldecott Lane #318 Oakland

CONTRACTOR RICKELL BUOS 2255 Judah St S.F. CA 94122

CONTRACTOR RICKELL BUOS 2255 Judah St S.F. CA 94122

DATE 3/20/11 564-0525

PLEASE TYPE OR PRINT LEGIBLY PRESS HARD THE ADDRESS PRINTED AT LEFT MUST SHOW CLEARLY THROUGH A WINDOW ENVELOPE

* NOT VALID FOR PERMIT IF ANY EMPLOYEE DESCENDS INTO EXCAVATION DEEPER THAN 5'

Table with columns for plumbing items (e.g., GAS, WATER, SEWER), quantities, and costs. Includes a 'TOTAL' row showing 3525.

PLEASE MAKE CHECK PAYABLE TO: DEPARTMENT OF PUBLIC WORKS CENTRAL PERMIT BUREAU 480 MISSION STREET ROOM 104 SAN FRANCISCO, CA 94103-4381

NOTE: SEE BACK OF GREEN COPY FOR CERTIFICATION OF COMPLIANCE WITH CALIF. STATE LABOR CODE SECTION 3800.

AMOUNT RECEIVED AT PERMIT 3525 MAR 29 1991 NOT VALID UNLESS DATED AND SIGNED BY CHIEF PLUMBING INSPECTOR

INSPECTOR'S REPORT

ATTENTION: If the image of this document appears less sharp than this notice, it is due to the quality of the original.

OFFICIAL COPY



PERMIT NO.

P 290487

PERMIT NO.

P 290487

APPLICATION/PERMIT TO INSTALL PLUMBING, GAS, WATER

JOB ADDRESS 436 Eureka St. 003,9591
Bldg. Use
OWNER OF BLDG.
ADDRESS

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF PUBLIC WORKS
BUREAU OF BUILDING INSPECTION
PLUMBING DIVISION
538-6054

VALID STATE CONTRACTOR'S

LICENSE # 580087

CLASS A, B DATE 10-31-91

C36

Signature

DATE 11/18/91

872-6606

TEL NO.

10
WINDOW TO:
JOB ADDRESS

CONTRACTOR Dresser/Arca Construction, Inc.
ADDRESS 139 Mitchell Ave., Ste. 206
So. San Francisco, CA 94080
OFF STATE EP CODE

PLEASE TYPE OR PRINT LEGIBLY

PRESS HARD

THE ADDRESS PRINTED AT LEFT MUST SHOW CLEARLY THROUGH A WINDOW ENVELOPE

* NOT VALID FOR PERMIT IF ANY EMPLOYEE DESCENDS INTO EXCAVATION DEEPER THAN 5'

Table with columns for plumbing items (Toilet, Wash Basin, Bath, etc.), quantities, and costs. Includes handwritten note 'Water Relocation' and a 'TOTAL' row.

AMOUNT RECEIVED 81.00
AT PERM \$

VALID FOR ISSUANCE

VALID FOR ISSUANCE

NOV 20 1991 NOV 20 1991

NOT VALID - UNLESS DATED AND SIGNED BY CHIEF PLUMBING INSPECTOR

Signature

PLEASE MAKE CHECK PAYABLE TO: DEPARTMENT OF PUBLIC WORKS, CENTRAL PERMIT BUREAU, 450 MC AUGHER STREET, ROOM 154, SAN FRANCISCO, CA 94102-4504

NOTE: SEE BACK OF GREEN COPY FOR CERTIFICATION OF COMPLIANCE WITH CALIF. STATE LABOR CODE SECTION 3800.

INSPECTOR'S REPORT

If the image of this document appears less sharp than this notice, it is due to the quality of the original.

EXHIBIT J



REQUEST TO VIEW PUBLIC RECORD

Date of Request: 3/4/2022 Block / Lot: 2767/002A
Name of Requestor: Susy Chen
Phone # or Email of requestor: 415.867.8100 susychen@gmail.com
Subject Property Address: 436 Eureka Street
Project Record Number: 201810092526

- Description: PLANNING CASE FILE PLANNING CASE FILE -ALL (DOCUMENTS INCL. ENVIRONMENTAL)
 ENVIRONMENTAL DETERMINATION HISTORICAL FILE MOTION
 VARIANCE DECISION LETTER GA SIGN FILE NEIGHBORHOOD NOTIFICATION (SEC. 311)
 CODE ENFORCEMENT FILE OTHER
 ALL (THIS INCLUDES ALL DOCUMENTS RELATED TO THE ADDRESS LISTED ABOVE, NOT A SPECIFIC PROJECT)

If other, please describe: All records (notes, correspondence) related to project 201810092526

STAFF NAME AND PHONE #: Jeffrey Horn 415.575.6925

Rules for ReViewing public records:

Records retrieved from offsite may take up to two weeks. Records placed for public viewing will remain accessible for ten business days after which they will be returned to storage or be re-filed. All persons wishing to view original records of the Department must show adequate personal identification. Upon completion of the review, requestor must sign above indicating that s/he has reviewed the file. Neither the docket nor its contents shall leave the reception area or reviewing room unless accompanied by an employee of the Department. Copies of any public record may be photocopied in the Department for the price established by ordinance. **Records must be returned intact to the receptionist.**

Please initial that you understand the rules for viewing: SC

DATE OF REVIEW: _____

TYPE OF IDENTIFICATION PROVIDED: _____

Name of reviewer (If different from Requestor): _____

Reviewer's Signature Susy Chen

Project Record Number: _____

Subject Property Address: _____

Name of Requestor: _____

Phone # or Email of requestor: _____

OFFSITE DOCKET ORDER INFORMATION:

File I.D.: _____ Box Number: _____

Per Planning Code Section 351 (c) Miscellaneous Services, on July 1, 2009, the Planning Department will charge \$7.15 for cost recovery per docket for requested dockets that are stored off site. Payment is required before order is placed.

DUPLICATION FEES AND PAYMENT INFORMATION

\$.10 per side is charged for all b/w copies.

Number of copies made by reviewer _____ x \$.10 = \$ _____ Total

Number of copies to be made by Staff _____ x \$.10 = \$ _____ Total

(NOTE: Staff has 10 business days to respond to request for duplication of records)

Audio cassette reproduction (per hearing) _____ x \$1.00 = \$ _____ Total

CD or other media reproduction (per CD) _____ x \$.25 = \$ _____ Total

Number of offsite dockets requested _____ x \$14.10 = \$ _____ Total

Payment received by: _____ \$ _____ Total Paid

Cash: _____ or Check # _____ Receipt Number: _____

Files Not Found, Amount of refund: _____

Cash: or Check #: _____ Date of refund: _____

CHECK OFF BY RECEPTION STAFF AFTER REVIEW:

When review is complete, file should be returned to the Reception Staff and identification returned to reviewer.

Initial: _____ Records Returned to Reception Staff by Reviewer.

Initial: _____ Notify Planning Staff (name): _____ by email to pick up file(s)



Susy Chen <susychen@gmail.com>

Records Request - 436 Eureka

Susy Chen <susychen@gmail.com>
To: CPC-RecordRequest@sfgov.org

Fri, Mar 4, 2022 at 1:51 PM

Please find attached request for all records planning notes etc related to permit application 201810092526.

Let me know if you need any additional information.

Thanks,
Susy

 **Records Request - 436 Eureka - Susy Chen.pdf**
556K



Susy Chen <susychen@gmail.com>

Records Request - 436 Eureka

CPC-RecordRequest <CPC-RecordRequest@sfgov.org>

Fri, Mar 4, 2022 at 2:15 PM

To: Susy Chen <susychen@gmail.com>, CPC-RecordRequest <CPC-RecordRequest@sfgov.org>

Susy,

We received your record request dated March 4, 2022.

You requested records for the property at 436 Eureka. We will endeavor to complete your request on or before March 14, 2022 (Cal. Govt Code 6253(c) and Admin Code 67.21(b)).

Thank you,

Chan Son, Executive Secretary
Record Request

San Francisco Planning

49 South Van Ness Avenue, Suite 1400, San Francisco, CA 94103

Direct: 628.652.7346 | www.sfplanning.org

[San Francisco Property Information Map](#)

From: Susy Chen <susychen@gmail.com>

Sent: Friday, March 04, 2022 1:51 PM

To: CPC-RecordRequest <CPC-RecordRequest@sfgov.org>

Subject: Records Request - 436 Eureka

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

[Quoted text hidden]

Records Request - 436 Eureka

CPC-RecordRequest <CPC-RecordRequest@sfgov.org>

Fri, Mar 11, 2022 at 2:24 PM

To: Susy Chen <susychen@gmail.com>, CPC-RecordRequest <CPC-RecordRequest@sfgov.org>, "kellyconsultingsf@gmail.com" <kellyconsultingsf@gmail.com>

Susy,

Per our phone conversation earlier, I am producing the files for the property now. Once staff provide the email correspondence, I will send them to you.

Partial responsive record is ready. You could download the folder via a link [here](#). The link will be available for 30 days.

PLEASE NOTE: Please follow instruction attached to retrieve the records. Check your spam folder if you don't get the code.

[Quoted text hidden]

[Quoted text hidden]

 **Instructions to Access OneDrive File.pdf**
122K



Susy Chen <susychen@gmail.com>

Records Request - 436 Eureka

CPC-RecordRequest <CPC-RecordRequest@sfgov.org>

Thu, Mar 17, 2022 at 5:27 PM

To: Susy Chen <susychen@gmail.com>, CPC-RecordRequest <CPC-RecordRequest@sfgov.org>

Hi Susy,

Here is a set of correspondence for the property. I may have another set. Will forward once received.

[Quoted text hidden]

 **Westhoff_PRA_436Eureka.pdf**
404K



Susy Chen <susychen@gmail.com>

Records Request - 436 Eureka

Susy Chen <susychen@gmail.com>

Mon, Mar 21, 2022 at 11:14 AM

To: CPC-RecordRequest <CPC-RecordRequest@sfgov.org>

Hello Chan,

Thanks for working on my Sunshine Ordinance Request dated March 4, 2022 (attached). As of today, you have sent me a partial record.

I am still waiting for the correspondence notes relating to the project, including any from the project planner - Jeffrey Horn.

I need those records as soon as possible because I have an appeal brief due by March 24, 2022.

Thanks for your assistance,
Susy

 **Records Request - 436 Eureka - Susy Chen (2).pdf**
556K

EXHIBIT K

From: [Horn, Jeffrey \(CPC\)](#)
To: [San, William \(CPC\)](#)
Subject: 436 Eureka 311 Plan Set, 311 Notice and Poster 436 Eureka Street
Date: Monday, February 03, 2020 2:06:00 PM
Attachments: [311 Notice and Poster 436 Eureka Street.doc.mflink](#)
[436 Eureka 311 Plan Set.pdf.mflink](#)

Hi William,

Please process this project for Section 311.

Thanks!

From: [Ellise Gallagher](#)
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Eric Pereira](#)
Subject: 436 Eureka St - 201810092526 - Bluebeam Session ID: 954-555-245
Date: Tuesday, January 04, 2022 5:10:16 PM

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

Hi Jeff,

Happy New Year!

I'm reaching out on behalf of the site permit for 436 Eureka St. We needed to complete a few revisions for final approval, and we received those stamps today. You initially approved this project on February 09, 2021. Could you please re-stamp the Revision 03 (named: 201810092526_BLDG DWGS-REV03) set in the Bluebeam Session 954-555-245?

Please let me know if you have any questions.

Thanks,
Ellise

--

Ellise Gallagher

McGRIFF ARCHITECTS
San Francisco | New York
office: 415.525.3561
direct: 415.815.2547
www.mcgriffarchitects.com

From: [Ellise Gallagher](#)
To: [Ellise Gallagher](#)
Subject: 436 Eureka St - 201810092526 - restamp Rev 03
Date: Thursday, January 27, 2022 12:33:15 PM

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

Hello,

I'm emailing to request you re-stamp Revision 3 for 436 Eureka Street. This set includes the Licensed Architect stamp & signature. Apologies for the delay and mix-up on this, and thanks for re-stamping!

No changes had been made.

436 Eureka St 201810092526 REVIEW

Session ID: 954-555-245

Session URL: <https://studio.bluebeam.com/join.html?ID=954-555-245>

**Best,
Ellise**

--

Ellise Gallagher

McGRIFF ARCHITECTS
San Francisco | New York
office: 415.525.3561
direct: 415.815.2547
www.mcgriffarchitects.com

From: [San, William \(CPC\)](mailto:San, William (CPC))
To: info@mcgriffarchitects.com
Cc: [Horn, Jeffrey \(CPC\); cordelia@mcgriffarchitects.com](mailto:Horn, Jeffrey (CPC); cordelia@mcgriffarchitects.com)
Subject: 436 Eureka Street - 2018.10.09.2526 / 2018-015711PRJ
Date: Thursday, February 06, 2020 5:16:01 PM
Attachments: [311-312 Declaration of Posting \(fillable\).pdf](#)
[311-312 Notice Poster and Declaration Handout.pdf](#)

Dear Applicant,

The Planning Department has determined that the project proposed in Building Permit Application No. 2018.10.09.2526 is ready for public notification. Please submit the postage fee in order to proceed with the notification.

1. Notification Fee: A check in the amount of \$710.28 made payable to the *Planning Department*. This amount due reflects a \$81.00 processing fee plus \$3.68 per envelope. A notification will be mailed to all owners and tenants who live within 150' of the subject property, all registered neighborhood groups who have requested to receive notification of projects in your neighborhood, and any other individuals who have specifically requested to receive notifications for the subject property.

Effective April 2, 2018, the Department will be generating all notification materials in-house.

What happens next?

1. Please drop-off the postage check and pick-up the orange 11"x17" notification poster at the Planning Department's reception desk, located at 1650 Mission Street, Suite 400.
2. The neighborhood notification will be mailed approximately one week after receipt of payment. During this time, you will be contacted with the start and end dates of the 30-day notification period.
3. Make sure to write-in the start and end dates on the orange poster, and post it at the subject property by the start date.

What do I do with the Declaration of Posting?

The attached *Declaration of Posting* form is to be completed and returned to your planner AFTER the notification period has expired. Please see the attached *Declaration of Posting Instructions*.

How and where do I need to post the Orange Notice Poster?

Please see attached *Notice of Posting Instructions*.

Who should I contact with questions?

Please contact your assigned planner with any questions about the notification process.

William San
Current Planning Division
San Francisco Planning Department
1650 Mission Street, Suite 400 San Francisco, CA 94103
www.sfplanning.org



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 _____ . 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: _____

Project Address: _____

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

Name (Print or Type)

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

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



SECTION 311/312 NOTICE POSTER

Department support staff will contact you with the dates of the notification period. *The notice must be posted on the site through 5:00 p.m. on the expiration date.* If the expiration date falls on a weekend or holiday, the poster is to remain up through the end of the next business day.

ONLY POST THIS NOTICE AFTER RECEIVING THE DATES!

Instructions for posting the Orange notice at the subject property:

1. If a window of the building or building façade is within 6 feet of the property line, the poster must be posted inside the window or on the building façade if the window is not large enough.
 - a. The bottom of the poster must be no lower than three feet above grade and the top of the poster no higher than six feet above grade.
 - b. The face of the poster must be parallel to the street and the entire poster and lettering must be clearly visible from a public street, alley or sidewalk.
 - c. If the poster is posted on the building façade, it must be covered with plastic or transparent materials to protect it from rain.
 - d. The pathway to the sign must be unobstructed so that the interested parties can approach closely and read the poster.
 - e. The poster shall not be posted on a commonly used door that might be left open so that the sign will be obscured from public view.
2. If the building is more than six feet from the property line, the poster must be mounted on a display board at the property line.
 - a. The top of the poster must be between five and six feet above grade.
 - b. The face of the poster must be parallel to the street and the entire poster and lettering must be clearly visible from a public street, alley or sidewalk.
 - c. The poster must be covered with plastic or transparent materials to protect it from rain.
3. If the project site is a corner property or a through lot, a poster must be posted on each street frontage following the instructions above.



DECLARATION OF POSTING

ONLY RETURN THIS DOCUMENT AFTER THE EXPIRATION DATE!

Instructions for submitting the Declaration of Posting:

The applicant must submit the enclosed Declaration of Posting, signed under penalty of perjury, which declares that the applicant has completed the posting of the Notice as required by the Planning Code.

The Declaration of Posting must be returned to the project planner immediately after the expiration date. It can be submitted via email.

After the notification period has expired and the Department receives the Declaration of Posting, the project planner will check whether a request for a Discretionary Review has been filed. Any concerned party can file a Discretionary Review request. If a Discretionary Review request has been filed during the notification period, the Planning Commission may use its discretionary powers, at a public hearing to revise the project. If a Discretionary Review request has not been filed the project planner may approve the application and forward it to the Department of Building Inspection for review.

From: [Cordelia Kotin](#)
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Benjamin McGriff](#)
Subject: 436 Eureka
Date: Wednesday, November 06, 2019 9:32:19 AM

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

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](#)
415.525.3561
www.mcgriffarchitects.com

From: [Horn, Jeffrey \(CPC\)](#) on behalf of [Small, Maia \(CPC\)](#)
To: [Horn, Jeffrey \(CPC\)](#)
Subject: 436 Eureka
Start: Tuesday, November 12, 2019 10:45:00 AM
End: Tuesday, November 12, 2019 11:00:00 AM
Location: Des Rvw Table

City and County of San Francisco



London Breed
Mayor

Board of Appeals

Julie Rosenberg
Executive Director

February 25, 2022

Steve Martisauskas, Determination Holder(s)
c/o Nick Thomas, Agent for Determination Holder(s)
Thomas Works Architecture and Design
436 Eureka Street
San Francisco, CA 94114
nick@thomas-works.com

Appeal No.: 22-013
Appeal Title: Chen vs. , PDA
Subject Property: 436 Eureka Street
Permit Type: Site Permit
Permit No.: 2018/10/09/2526

Dear Nick Thomas:

This is to notify you that an appeal has been filed with this office protesting the **ISSUANCE** of the above-referenced permit. Pursuant to Article I, §8 of the San Francisco Business & Tax Regulations Code, the permit is hereby **SUSPENDED** until the Board of Appeals decides this matter and releases a notice of decision and order.

We are enclosing a copy of the **Preliminary Statement of Appeal** for your information.

The hearing regarding this matter has been scheduled for **April 13, 2022, at 5:00 p.m., and will be held at City Hall, Room 416, 1 Dr Carlton B Goodlett Pl, San Francisco, CA 94102**

If you have any further questions, you may email this office at boardofappeals@sfgov.org or call (628) 652-1150.

Sincerely,

BOARD STAFF

cc: Department of Building Inspection c/o Matthew Greene
matthew.greene@sfgov.org

Susy Chen, Appellant(s)
432 Eureka Street
San Francisco, CA, 94114
susychen@gmail.com



Date Filed: February 25, 2022

**CITY & COUNTY OF SAN FRANCISCO
BOARD OF APPEALS**

PRELIMINARY STATEMENT FOR APPEAL NO. 22-013

I / We, **Susy Chen**, hereby appeal the following departmental action: **ISSUANCE of Alteration Permit No. 2018/10/09/2526** by the **Department of Building Inspection** which was issued or became effective on: **February 11, 2022**, to: **Steve Martisauskas and Courtney Martisauskas**, for the property located at: **436 Eureka Street**.

BRIEFING SCHEDULE:

The Appellant may, but is not required to, submit a one page (double-spaced) supplementary statement with this Preliminary Statement of Appeal. No exhibits or other submissions are allowed at this time.

Appellant's Brief is due on or before: 4:30 p.m. on **March 24, 2022, (no later than three Thursdays prior to the hearing date)**. The brief may be up to 12 pages in length with unlimited exhibits. It shall be double-spaced with a minimum 12-point font. An electronic copy shall be emailed to: boardofappeals@sfgov.org, julie.rosenberg@sfgov.org tina.tam@sfgov.org nick@thomas-works.com

Respondent's and Other Parties' Briefs are due on or before: 4:30 p.m. on **April 7, 2022, (no later than one Thursday prior to hearing date)**. The brief may be up to 12 pages in length with unlimited exhibits. It shall be doubled-spaced with a minimum 12-point font. An electronic copy shall be emailed to: boardofappeals@sfgov.org, julie.rosenberg@sfgov.org tina.tam@sfgov.org susychen@gmail.com

Hard copies of the briefs do NOT need to be submitted to the Board Office or to the other parties.

Hearing Date: **Wednesday, April 13, 2022, 5:00 p.m.**, City Hall, Room 416 Information for access to the hearing will be provided before the hearing date.

All parties to this appeal must adhere to the briefing schedule above, however if the hearing date is changed, the briefing schedule MAY also be changed. Written notice will be provided of any changes to the briefing schedule.

In order to have their documents sent to the Board members prior to hearing, **members of the public** should email all documents of support/opposition no later than one Thursday prior to hearing date by 4:30 p.m. to boardofappeals@sfgov.org. Please note that names and contact information included in submittals from members of the public will become part of the public record. Submittals from members of the public may be made anonymously.

Please note that in addition to the parties' briefs, any materials that the Board receives relevant to this appeal, including letters of support/opposition from members of the public, are distributed to Board members prior to hearing. All such materials are available for inspection on the Board's website at www.sfgov.org/boa. You may also request a hard copy of the hearing materials that are provided to Board members at a cost of 10 cents per page, per S.F. Admin. Code Ch. 67.28.

The reasons for this appeal are as follows:

See attachment

Appellant or Agent:

Signature: Via Email

Print Name: Susy Chen, appellant

This is an appeal to permit number 201810092526. I am the owner and resident in the neighboring home at 430-432 Eureka. This appeal is to the part of the permit that includes building a second floor addition adjacent to my building. I am concerned that the planned second floor addition would severely impair the light and air to my home.

For four of the bedrooms in my home, the sole source of light and air is from a lightwell. For two of those bedrooms, a single window is the only source of light. The light and air to the lightwell comes from an opening on the second floor. The permit plan would extend the adjacent building at the second floor substantially closing off the lightwell's source of light and air.

The Residential Design Guidelines (page 16) requires design modification to minimize impact on light when a project will have a greater impact on the light of a neighboring building. In the circumstance of this particular project, the planned addition will block the lightwell that is critical to preserving the habitability of the bedrooms of my home.

To minimize the impact on light, the Residential Design Guidelines (page 16) calls for setbacks on the upper floor and a sloped roof design. The permit addition design does not incorporate a sloped roof design and does not provide for enough setback to minimize the severe impact on light to the neighboring building.

Permit Details Report

Report Date: 2/25/2022 3:14:06 PM

Application Number: 201810092526
 Form Number: 3
 Address(es): 2767 / 002A / 0 436 EUREKA ST
 Description: HORIZONTAL EXPANSION @ REAR OF ALL LEVELS.(N) INTERIOR STAIR TO CONNECT ALL LEVELS. REMODEL & RECONFIGURE INTERIOR WALLS THROUGHOUT PER PLAN EXCAVATE & EXPAND EXISTING GARAGE.(N) DOORS AND WINDOWS PER ELEVATIONS, NEW 2 BEDS & 2 BATHS.IN GROUND HOT TUB LOCATION IN REAR YARD.REMODEL KITCHEN
 Cost: \$800,000.00
 Occupancy Code: R-3
 Building Use: 27 - 1 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
10/9/2018	TRIAGE	
10/9/2018	FILING	
10/9/2018	FILED	
2/9/2022	APPROVED	
2/11/2022	ISSUED	

Contact Details:

Contractor Details:

License Number: OWN
 Name: OWNER OWNER
 Company Name: OWNER
 Address: OWNER * OWNER CA 00000-0000
 Phone:

Addenda Details:

Description:

Step	Station	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Hold Description
1	CPB	11/16/18	11/16/18			11/16/18	TORRES SHIRLEY	
2	CPB	8/10/20	8/10/20			8/10/20	VICTORIO CHRISTOPHER	Reconcile Paper to BB611-472-439, Permit Center to rescan application into BB, CV;
3	CP-ZOC	11/16/18	1/16/19			2/9/21	HORN JEFFREY	Project Approved. EPR project. Vertical (basement)and horizontal rear addition to add 1,790 SF to an existing single-family home. jeffrey.horn@sfgov.org 2/9/2021. Reassigned from Chris Townes 10/29/2019.
3	CP-NP	2/6/20	2/18/20			3/19/20	HORN JEFFREY	Emailed 311 cover letter on 2/6/2020 (William Mailed Section 311 notice on 2/18/2020; expir 3/19/2020 (William).
4	BLDG	8/11/20	12/14/20	2/23/21		1/4/22	QUAN SUE	
5	BLDG	12/14/20	2/23/21	2/23/21		1/4/22	QUAN SUE	wkp 999
6	DPW-BSM	8/11/20	8/12/20	8/12/20	12/1/21	12/1/21	DENNIS RASSENDYLL	9.1 Approved EPR SITE Permit only. ADDENI requirement(s) for sign off:Inspection Conformity Urban Forestry. All sidewalk applications and plans MUST be applied onlin Download sidewalk applications at http://www.sfpublishworks.org/services/perm Your application will be ON-HOLD until all necessary PUBLIC WORKS-BSM permits are completed or plan checker(s) could recommen sign off to the satellite office via email. - RD 8.13- EPR, comments issued RD
7	SFPUC	8/11/20	8/20/20	8/20/20	8/28/20	8/28/20	CHUNG DIANA	EPR - Permit has been assessed a Capacity Charge. DBI will collect. See Invoice attached t application. - 08/28/20. Comments addressed Hold released. - 08/28/20 Placed in Hold pending comments. - 08/20/20
8	SFPUC	1/5/22	1/5/22			1/5/22	CHUNG DIANA	RESTAMP. EPR - Permit has been assessed a Capacity Charge. DBI will collect. See Invoice attached to application. - 01/05/22.
9	CP-ZOC	1/27/22	1/27/22			1/27/22	HORN JEFFREY	1/27/2022. Restamp of EPR for non-planning revisions. jeffrey.horn@sfgov.org
10	BLDG	1/27/22	2/3/22			2/3/22	QUAN SUE	Restamp

11	SFPUC	1/27/22	2/1/22			2/1/22	CHUNG DIANA	RESTAMP. EPR - Permit has been assessed a Capacity Charge. DBI will collect. See Invoice attached to application. - 02/01/22.
12	DPW-BUF	1/27/22	2/7/22			2/7/22	KELLER STEPHEN	Approved
13	DFCU	1/27/22	1/27/22			1/27/22	BLACKSHEAR JOHN	1/27/22: Planning entered a Child Care impact fee on this permit. DPW-Bureau of Urban Forestry has entered a requirement to plant (1) tree. The project sponsor must contact DPW-BUF at urbanforestry@sfdpw.org or 628-652-8733 to have the planting inspected and signed off. This requirement must be completed before a final inspection can be scheduled with DBI.
14	PPC	8/11/20	8/11/20			2/8/22	PHAM ANH HAI	2/8/22: Invite sent to CPB to close out permit; HP 1/27/22: Invite sent to BLDG, SFPUC & DPW-BUF to review and stamp REV3.2 drawing; HP 1/27/22: Email sent to DFCU; HI 1/27/22: Invite sent to DCP to review and start REV3 drawing. Email BSM & PUC to stamp application form; HP 11/6/20: scanned by Jennifer Lung of CPC. Plans still with City Planning. ibb 8/12/20: Physically In-Hold by City Planning for scanning. ibb 8/11/20; BB session created. Invite sent to applicant, Horn, BLDG, BSM, PUC; AD 11/16/18 To DCP; HP
15	CPB	2/8/22	2/9/22			2/11/22	SONG SUSIE	2/11/22: PAYMENT RECEIVED. SITE ISSUE EMAILED LINKS TO APPLICANT. STRUCTURAL NOTIFICATION MATERIAL TO CPB. SS 2/11/22: OWNER BUILDER FORM RECEIVED. PENDING PAYMENT, SS 2/9/22 SITE APPROVED IN BB. 22 PGS. EMAILED APPLICANT FOR OWNER BUILDER FORM OR CONTRACTOR LETR/STATEMENT. SS 01/10/2022: School fees posted.ay 01/07/2022 School fees sent.ay

This permit has been issued. For information pertaining to this permit, please call 628-652-3450.

Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
------------------	-------------------	------------------	------------------	-------------	------------

Inspections:

Activity Date	Inspector	Inspection Description	Inspection Status
---------------	-----------	------------------------	-------------------

Special Inspections:

Addenda No.	Completed Date	Inspected By	Inspection Code	Description	Remarks
-------------	----------------	--------------	-----------------	-------------	---------

For information, or to schedule an inspection, call 628-652-3400 between 8:30 am and 3:00 pm.

[Station Code Descriptions and Phone Numbers](#)

[Online Permit and Complaint Tracking home page.](#)

Technical Support for Online Services

If you need help or have a question about this service, please visit our FAQ area.

From: [Longaway, Alec \(BOA\)](#)
To: nick@thomas-works.com; susyachen@gmail.com
Cc: [Horn, Jeffrey \(CPC\)](#); [Atijera, Evamarie \(CPC\)](#); [CROSSMAN, BRIAN \(CAT\)](#); [Burke, Kenneth \(DBI\)](#); [Kim, Bonnie \(DBI\)](#); [Duffy, Joseph \(DBI\)](#); [Gasparac, Christine \(DBI\)](#); [Hannan, Patrick \(DBI\)](#); [Lau, Anita \(BOA\)](#); [Longaway, Alec \(BOA\)](#); [Ho, Gary \(DBI\)](#); [Man, Ben \(DBI\)](#); [Mejia, Xiomara \(BOA\)](#); [Murray, John \(DBI\)](#); [Hasbun, Carmen \(DBI\)](#); [O'Riordan, Patrick \(DBI\)](#); [Panelli, Steven \(DBI\)](#); [Pei, Carrie \(DBI\)](#); [Pereira, Neville \(DBI\)](#); [RUSSI, BRAD \(CAT\)](#); [Samarasinghe, Giles \(DBI\)](#); [Sider, Dan \(CPC\)](#); [Tam, Tina \(CPC\)](#); [Teague, Corey \(CPC\)](#); [Walls, Mark \(DBI\)](#); [Wong, Suzanna \(DBI\)](#); [Watty, Elizabeth \(CPC\)](#); [Greene, Matthew \(DBI\)](#); [Birmingham, Kevin \(DBI\)](#); [Rosenberg, Julie \(BOA\)](#)
Subject: APPEAL FILED NO. 22-013 @ 436 EUREKA STREET
Date: Friday, February 25, 2022 3:19:57 PM
Attachments: [APPEAL FILED NO. 22-013 @ 436 EUREKA STREET.pdf](#)
[Special Instructions for Parties.pdf](#)

Alec Longaway
Legal Assistant, San Francisco Board of Appeals
49 South Van Ness, Suite 1475
San Francisco, CA 94103
Work PH: 1-628-652-1152
Cell: 1-415-746-0119

The Board's physical office is open to the public by appointment only. Please email boardofappeals@sfgov.org or call 628-652-1150 if you would like to meet with a staff member.



SPECIAL INSTRUCTIONS FOR PARTIES

APPROVED PLANS

Permit holders whose building permits have been appealed are strongly encouraged to submit electronic copies of the City-approved plans for the subject project no later than one Thursday prior to the scheduled hearing. If plans are not submitted and the Board needs the plans to make its decision, the resolution of the appeal may be delayed. The Board's physical office is closed to the public and hard copies of the brief or the City-approved plans do NOT need to be submitted.

An electronic copy should be sent to: boardofappeals@sfgov.org.

WRITTEN & ORAL ARGUMENTS

Parties are strongly encouraged, but not required, to submit a written statement (called a "brief") to the Board describing the dispute at issue, outlining their arguments and what action they'd like the Board to take. At the hearing, parties are given time to present their arguments orally to the Board.

Please consider the following information and instructions for written and oral arguments, and written submittals:

Keep in mind the correct standard of review the Board will use in deciding the case.

- For most appeals, the Board applies *de novo* review, which means it hears the case fresh and does not need to defer to the findings of fact or determinations made by the underlying decision-maker.
- Decisions by the Zoning Administrator (ZA), other than Variance decisions, require that the Board defer to the ZA unless the Board finds that the ZA erred or abused his or her discretion. Variance decisions are decided under the *de novo* standard described above.
- In deciding a case, the Board may only uphold, overturn or place conditions on a departmental decision; it cannot remand (send back) a decision to the underlying department for further review or action.
- Jurisdiction Requests: To grant late jurisdiction, the Board must find that the City intentionally or inadvertently caused the requestor to be late in filing the appeal. If a Jurisdiction Request is granted, the requestor will have five days from the date of the Board's decision to file an appeal.
- Rehearing Requests: The Board may grant a rehearing in extraordinary cases to prevent manifest injustice, or where new or different facts or circumstances have arisen that if known at the time of the original hearing could have affected the outcome of the hearing. The written request should state the nature and character of the new facts or circumstances, the names of the witnesses and/or a description of the documents to be produced, and why the evidence was not produced at the original hearing.

Consider the votes needed.

- Appeals: In most cases, an appellant must get four out of the five Board members to vote to overturn or modify a departmental decision. That means it takes the vote of two Board members for the underlying departmental decision to remain unchanged.
- Jurisdiction Requests and Rehearing Requests: Four out of five votes are needed to grant a Jurisdiction Request or Rehearing Request.

Explain what action you'd like the Board to take. The type of action requested will depend upon the nature of the appeal and the party submitting the brief. Some examples include:

- Protest Appeals – when someone objects to a permit or other entitlement issued to someone else:
 - An appellant in a protest appeal typically requests either that the entitlement be denied, or new conditions be placed on the entitlement so that the project is changed in some way (example: new construction be set back further from the appellant's property line).
 - A permit holder in this type of case typically requests that the Board uphold the entitlement as is, with no new conditions.
- Appeals of a Denial, Revocation, Condition, Suspension or Penalty:
 - An appellant who appeals the denial or revocation of his or her own permit typically asks the Board to overturn the denial or revocation.
 - An appeal of conditions placed on a permit seeks to eliminate or modify the conditions.
 - An appeal of a permit suspension or penalty seeks to eliminate or reduce the length of the suspension or the amount of the penalty. Note that in many cases, there is a statutory limit that prevents the Board from completely eliminating a penalty.

Follow the Board's formatting requirements for written submittals. The Rules of the Board of Appeals set out very specific requirements with respect to the length of briefs for different types of cases and how they need to look on the page. Briefs that don't meet these requirements may be rejected.

- All briefs, whether handwritten or typewritten, must be double-spaced. Typewritten submittals shall be in a font size no smaller than twelve (12) point.
- Length:
 - Appeal briefs must not exceed twelve double-spaced pages in length and may include an unlimited number of exhibits.
 - Briefs associated with Jurisdiction Requests and Rehearing Requests must not exceed six double-spaced pages in length and may include an unlimited number of exhibits.
 - At the time an appeal is filed, an appellant may submit a supplementary statement that must not exceed one double-spaced page in length. No exhibits are allowed at that time.
- Exhibits may include photographs, maps, plans, drawings, letters of support or opposition, or any other information or material relevant to the appeal.
- Exhibits may not include additional pages of argument.
- Board members are given an electronic copy of the determination being appealed, the Preliminary Statement of Appeal, and the appellant's initial statement; these documents do not need to be included as exhibits.

- Typewritten briefs must be in a font size no smaller than 12 point.
- Double-sided printing is encouraged, especially for long documents. Do not bind double-sided documents at the top of the page.
- The parties do not need to submit hard copies of their briefs.
- Late or overlong submittals will be rejected. Please contact the Board at least 24 hours in advance of your deadline if you wish to request permission to file a late or longer brief.
- Where exhibits exceed ten pages in length, the Board encourages the submitting party to separate exhibits with tabs and provide a table of contents.

Meet all deadlines and delivery requirements. When an appeal is filed, Board staff will set a briefing schedule, and notify the parties both verbally and in writing, as to when their brief is due.

- Appeals (For hearings scheduled for 11/17/21)
 - Appellant's Brief is due no later than three Thursdays prior to the hearing. The deadline for submission is 4:30 p.m.
 - Respondent's and Other Parties' Briefs are due no later than Wednesday, November 10, 2021 (due to the Veteran's Day Holiday). The deadline for submission is 4:30 p.m.
 - Electronic copies of the brief with exhibits must be sent via email to the Board office by 4:30 p.m. on or before the date it is due to boardofappeals@sfgov.org.
 - Additional copies must be delivered to the other parties on the same day via e-mail.
 - If you do not receive a brief from the other party on the due date, please contact the Board Office to get a copy of the brief via e-mail.
 - All briefs and written public comment submitted to the Board are considered public documents and will be posted on the Board's website.
 - If the hearing date is changed, the briefing schedule may also change. Notice will be sent out by Board staff with any revised briefingschedule.
- Jurisdiction Requests and Rehearing Requests
 - Requestor's Brief is due at the time the request is filed. Requestors do not need to submit hard copies of their briefs. The Board will distribute copies to the other parties via e-mail.
 - Respondent's Brief is due ten days after the request is filed. Electronic copies of the brief with exhibits must be delivered to the Board office by 4:30 p.m. on or before the date it is due. An additional electronic copy must be delivered to the other parties on the same day. If a deadline falls on a weekend or City holiday, it will move to the next business day unless otherwise specified by Board staff.

HEARINGS

- Hearings are conducted via Zoom video platform.
- All parties or their representatives must be present on the scheduled date of the hearing.

- Parties to an appeal shall have seven minutes for presentation and three minutes for rebuttal. Parties to a Jurisdiction Request or Rehearing Request shall have three minutes for presentation and no rebuttal.
- Appellants or Requestors speak first, then the determination (permit) holder, then the respondent City Department(s) and then public comment. On appeals, the Board will then hear rebuttal testimony from the parties in the same order.
- Members of the public who are not affiliated with a party may speak once for up to three minutes.
- If you are not familiar with the Board's public hearing procedures, it is recommended that you watch a Board meeting before your scheduled hearing date to prepare for your presentation. You may watch meetings on SFGovTV (San Francisco cable Channels 26 and 78), or on-demand on the internet at: www.sfgovtv.org.
- Additional written arguments may not be submitted at the hearing without Board approval; only photographs, maps, plans and drawings may be submitted at that time.
- Computer-assisted presentations are permitted at the hearing. However, parties should have an alternate means of presentation prepared in case the equipment is not working. Parties may request assistance from the Board of Appeals staff to present their materials if they prefer. Parties are encouraged to send any materials to Board staff in advance of the hearing date in order to ensure a smoother meeting process.

RESCHEDULING OF APPEALS

If an appeal is rescheduled prior to hearing, written notification will be mailed to all parties involved. However, if the Board reschedules an appeal at a public hearing, no written notification will be mailed out.

REHEARING REQUESTS

- If the Board does not rule in your favor, you may request a rehearing.
- A Rehearing Request must be filed within ten calendar days from the date of the Board's decision, and may be filed only by the parties to an appeal.
- Only one Rehearing Request may be filed per appeal.
- If the Rehearing Request period ends on a weekend or City holiday, the last day to file the request is the next business day.
- See page 1 of this document for the standard of review applied to Rehearing Requests, or see Rules of the Board, Article V.9.

CONTACT WITH BOARD MEMBERS

The Board of Appeals functions as a quasi-judicial body. In an effort to further the Board's mission to create a forum where appeals are heard and decided in a manner that is fair for all involved, all evidence to be considered on each appeal should be provided as part of the public record through the briefs and other documents submitted to the Board as described above, and through oral testimony at public hearings. Parties to appeals, their representatives, and members of the public should not contact Board members on matters that are pending before the Board.

MORE INFORMATION

More information about the Board of Appeals, including copies of the Rules of the Board, related Charter and Code provisions, and other resource materials are available at the Board office and on the internet at www.sfgov.org/boa.

The supporting documents for the meetings can be found at the following link:
<https://sfgov.org/bdappeal/meetings/10>

A video of the previous meetings, can be found at the following link:

https://sanfrancisco.granicus.com/ViewPublisher.php?view_id=6

The parties are encouraged to read the Rules of the Board of Appeals for additional information.

From: [Washington, Delvin \(CPC\)](#)
To: [Horn, Jeffrey \(CPC\)](#)
Subject: Automatic reply: 436 Eureka Follow-Up
Date: Wednesday, October 16, 2019 2:51:51 PM

Delvin Washington is out of the office and will return on Monday October 21, 2019. Jeff Horn and Linda Ajello-Hoagland will share acting Southwest Team Leader functions.

From: [Domingo, Adrian \(DBI\)](#)
To: [Horn, Jeffrey \(CPC\)](#); [BLDG Plan Review \(DBI\)](#); [DPW-BSM.planreview](#); puc.planreview@sfgov.org
Subject: Begin review for permit 201810092526at 436 Eureka St. – Intake
Date: Tuesday, August 11, 2020 10:22:50 AM

Hello,

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

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

From: [San, William \(CPC\)](#)
To: info@mcgriffarchitects.com; cordelia@mcgriffarchitects.com
Cc: [Horn, Jeffrey \(CPC\)](#)
Subject: Dates of Notice for 436 Eureka Street
Date: Tuesday, February 11, 2020 5:32:37 PM

Hi,

This is to inform you about your dates for 436 Eureka Street. It begins 2/18/20 and expires 3/19/20. Please write in the dates on the orange poster when posting.

If you have any questions, please contact your planner.

William San
Current Planning Division
San Francisco Planning Department
1650 Mission Street, Suite 400 San Francisco, CA 94103
www.sfplanning.org

From: [San, William \(CPC\)](#)
To: [Horn, Jeffrey \(CPC\)](#)
Subject: FW: 436 Eureka-Next Steps (Building Permit Application No. 2018.10.09.2526) Check in
Date: Monday, March 16, 2020 3:13:46 PM

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

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

From: [Townes, Chris \(REC\)](#)
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Washington, Delvin \(CPC\)](#)
Subject: Fw: 436 Eureka-Next Steps (Building Permit Application No. 2018.10.09.2526) Check in
Date: Tuesday, March 17, 2020 9:20:29 AM

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](#)
415.525.3561
www.mcgriffarchitects.com

From: [Cordelia Kotin](#)
To: [Horn, Jeffrey \(CPC\)](#); [Ajello Hoagland, Linda \(CPC\)](#); [Benjamin McGriff](#)
Subject: Fwd: 436 Eureka Follow-Up
Date: Wednesday, October 16, 2019 2:30:24 PM

Hi Jeff and Linda,

Hope all is well, we just got an out of office reply from Delvin for the email below. Can one of you help clear up who our current planner is? We would like to keep our project moving and at this point seems to be stuck in a transition period. Our project address is 436 Eureka Street, Permit 201810092526.

Thanks,
Cordelia

----- Forwarded message -----

From: **Cordelia Kotin** <cordelia@mcgriffarchitects.com>
Date: Wed, Oct 16, 2019 at 2:20 PM
Subject: Fwd: 436 Eureka Follow-Up
To: Washington, Delvin (CPC) <Delvin.Washington@sfgov.org>, Benjamin McGriff <benjamin@mcgriffarchitects.com>

Hi Delvin,

Hope you are doing well. We just got an email bounce back from Chris Townes saying he's left the department and the project has been reassigned. Can you help connect us to the new planner? Permit tracker still has Chris listed as the planner. We're in the middle of picking up comments for Chris and want to make sure the new planner has no new issues that need to be addressed. Additionally, we'd like to ensure that we haven't been put at the back of the new planners queue. We've already waited for almost a year to get to this point, our clients have been very patient with the process but we would like to keep the remaining work to a leaner timeline as they're growing restless and any further delays are not fair to them. Please let me know if you have any questions.

Our project address is 436 Eureka Street, Permit 201810092526.

Thanks,
Cordelia

----- Forwarded message -----

From: **Cordelia Kotin** <cordelia@mcgriffarchitects.com>
Date: Wed, Oct 16, 2019 at 2:01 PM
Subject: Re: 436 Eureka Follow-Up
To: Townes, Chris (CPC) <chris.townes@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>

Hi Chris,

Hope you are well. We're working on wrapping up our responses to your comments. What is the best way to resubmit these to you? Should we drop them off at CPB? Can we set up a time to meet/drop them off directly to you? Would you like to review them in person at drop off? Please let me know your preference.

Thanks,
Cordelia

On Tue, Oct 1, 2019 at 6:07 PM Cordelia Kotin <cordelia@mcgriffarchitects.com> wrote:

Hi Chris,

Thank so much! We've received these comments and will be reviewing them. Will let you know if we have any questions.

Thanks,
Cordelia

On Tue, Oct 1, 2019 at 5:59 PM Townes, Chris (CPC) <chris.townes@sfgov.org> wrote:

Cordelia,

As promised, please see 1st round plancheck comments attached for your review. I've also attached an example of how to provide demolition calculations to demonstrate compliance with PC Sec 317. Please let me know if you have any questions.

Your response to confirm receipt is appreciated!

Thanks,

Chris

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Sent: Monday, September 30, 2019 5:27 PM
To: Townes, Chris (CPC) <chris.townes@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: Re: 436 Eureka Follow-Up

Hi Chris,

Thanks for your transparency, we always hope to work with you to help get the best results for everyone involved. Please let me know if there is any way we can help from our end. Hopefully we can get this project off your hands soon.

Looking forward to hearing from you.

Best,

Cordelia

On Mon, Sep 30, 2019 at 5:09 PM Townes, Chris (CPC) <chris.townes@sfgov.org> wrote:

Cordelia,

In looking at project status, I see that my 1st round plancheck review is complete and the Preservation Planner's review/issuance of the CEQA CatEx determination is issued (see attached), I simply need to draft the written plancheck comments and issue accordingly to address various items to demonstrate full compliance prior to prepping for 311 Notification. In reviewing the design, I feel it is consistent with the Residential Design Guidelines as proposed; therefore, Residential Design Advisory Team (RDAT) review will not be necessary. I apologize for the delay, as I intended to issue comments earlier; however, I am still handling very significant concurrent project volume during this era of development in the City (i.e.- approx. 44 building permits and 6 discretionary cases), a number of which face neighborhood opposition, appeals and hearing continuances which have simply taken further time to address. That said, I'm committed to issuing plancheck comments for your item by tomorrow end of day.

Thank you for your patience,

Chris Townes

Senior Planner

SF Planning, SW Quadrant

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>

Sent: Monday, September 30, 2019 11:36 AM

To: Townes, Chris (CPC) <chris.townes@sfgov.org>; Washington, Delvin (CPC) <delvin.washington@sfgov.org>; Benjamin McGriff <benjamin@mcgriffarchitects.com>

Subject: 436 Eureka Follow-Up

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

Hi Chris,

Hope you are well, I wanted to follow up on our last conversation regarding 436 Eureka Street (Permit 201810092526). You said you would have our plan check comments by the second week of August. I know there is some confusion with a revision being recorded for the permit, however we haven't submitted any revisions at this point. Are you still waiting on this? Is there anything else holding up our work?

Can you give us a clearer timeline on what to expect from your end? Our clients are getting a bit frustrated as we originally filed this on October 9th of last year (meaning this project has been sitting in planning for almost a year with no movement). Please feel free to call if you have any questions or concerns- our number is (415) 525-3561

Thanks,

Cordelia

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

From: [Cordelia Kotin](#)
To: [Horn, Jeffrey \(CPC\)](#); [Ajello Hoagland, Linda \(CPC\)](#); [Washington, Delvin \(CPC\)](#); [Benjamin McGriff](#)
Subject: Fwd: 436 Eureka Follow-Up
Date: Wednesday, October 16, 2019 3:01:53 PM
Attachments: [436 Eureka St \(1st round plck comments\).pdf](#)
[Demo Diagrams.pdf](#)

Hi Jeff (and Linda),

See the email below for Chris's comments on October 1st. I understand your office is under a lot of strain, especially with Chris gone. This project is very straight forward, a small horizontal addition to an existing single family home. We're hopeful that this project can continue moving through the department without further delay. Please feel free to reach out with any questions, we're looking forward to working with you on this project.

Thanks,
Cordelia

----- Forwarded message -----

From: **Townes, Chris (CPC)** <chris.townes@sfgov.org>
Date: Tue, Oct 1, 2019 at 5:59 PM
Subject: RE: 436 Eureka Follow-Up
To: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>

Cordelia,

As promised, please see 1st round plancheck comments attached for your review. I've also attached an example of how to provide demolition calculations to demonstrate compliance with PC Sec 317. Please let me know if you have any questions.

Your response to confirm receipt is appreciated!

Thanks,

Chris

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Sent: Monday, September 30, 2019 5:27 PM
To: Townes, Chris (CPC) <chris.townes@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: Re: 436 Eureka Follow-Up

Hi Chris,

Thanks for your transparency, we always hope to work with you to help get the best results for everyone involved. Please let me know if there is any way we can help from our end. Hopefully we can get this project off your hands soon.

Looking forward to hearing from you.

Best,

Cordelia

On Mon, Sep 30, 2019 at 5:09 PM Townes, Chris (CPC) <chris.townes@sfgov.org> wrote:

Cordelia,

In looking at project status, I see that my 1st round plancheck review is complete and the Preservation Planner's review/issuance of the CEQA CatEx determination is issued (see attached), I simply need to draft the written plancheck comments and issue accordingly to address various items to demonstrate full compliance prior to prepping for 311 Notification. In reviewing the design, I feel it is consistent with the Residential Design Guidelines as proposed; therefore, Residential Design Advisory Team (RDAT) review will not be necessary. I apologize for the delay, as I intended to issue comments earlier; however, I am still handling very significant concurrent project volume during this era of development in the City (i.e.- approx. 44 building permits and 6 discretionary cases), a number of which face neighborhood opposition, appeals and hearing continuances which have simply taken further time to address. That said, I'm committed to issuing plancheck comments for your item by tomorrow end of day.

Thank you for your patience,

Chris Townes

Senior Planner

SF Planning, SW Quadrant

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>

Sent: Monday, September 30, 2019 11:36 AM

To: Townes, Chris (CPC) <chris.townes@sfgov.org>; Washington, Delvin (CPC) <delvin.washington@sfgov.org>; Benjamin McGriff <benjamin@mcgriffarchitects.com>

Subject: 436 Eureka Follow-Up

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

Hi Chris,

Hope you are well, I wanted to follow up on our last conversation regarding 436 Eureka Street (Permit 201810092526). You said you would have our plan check comments by the second week of August. I know there is some confusion with a revision being recorded for the permit, however we haven't submitted any revisions at this point. Are you still waiting on this? Is there anything else holding up our work?

Can you give us a clearer timeline on what to expect from your end? Our clients are getting a bit frustrated as we originally filed this on October 9th of last year (meaning this project has been sitting in planning for almost a year with no movement).

Please feel free to call if you have any questions or concerns- our number is (415) 525-3561

Thanks,

Cordelia

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

1. **Demolition.** More information is needed to determine whether or not your project constitutes residential demolition pursuant to Section 317 of the Planning Code. For graphic representation, please provide a separate set of existing elevations with the exterior vertical surface area to be removed shaded. Below each elevation provide the total square footage of surface area for the elevation, the total square footage of surface area to be removed from that elevation, and the percentage of surface area to be removed. Provide a separate set of existing plans, including a roof plan, and provide the same information above for the horizontal surface area to be removed. Furthermore, on your separate set of existing plans provide separate measurements of the lineal feet of walls at the foundation level for each side of the building and calculate the percentage to be removed. Dimension the exterior walls in lineal feet and provide calculations for the lineal feet of wall to be removed. All of this information must be added to your plan set within a table that breaks down the information pursuant to Section 317 of the Planning Code. Please note that any existing wall that will become an internal wall counts towards your demolition calculations. Your project will be subject to the demolition procedures of Section 317 of the Code if the Department determines your project to be a demolition.

Demolition Table

ALTERATION DEMOLITION CALCULATIONS

B.

1. REMOVAL OF EXTERIOR WALL AS EXTERIOR WALL AND AS INTERIOR WALL MEASURED AT FOUNDATION		
FACADE	OVERALL LENGTH	PERCENTAGE OF FACADE WIDTH
FRONT FACADE	25'-0"	100%
REAR FACADE	18'-0"	72%
TOTAL FRONT & REAR FACADE PERCENTAGE		82% > 50% MAX

2. REMOVAL OF SUM OF ALL EXTERIOR WALL MEASURED AT FOUNDATION - BUILDING PERIMETER = 125'-10"		
WALLS TO BE REMOVED	OVERALL LENGTH	PERCENTAGE OF BUILDING PERIMETER
FRONT FACADE	22'-0"	17.4%
REAR OF BUILDING	43'-7"	34.6%
TOTAL EXTERIOR WALL PERCENTAGE		52% < 65% MAX

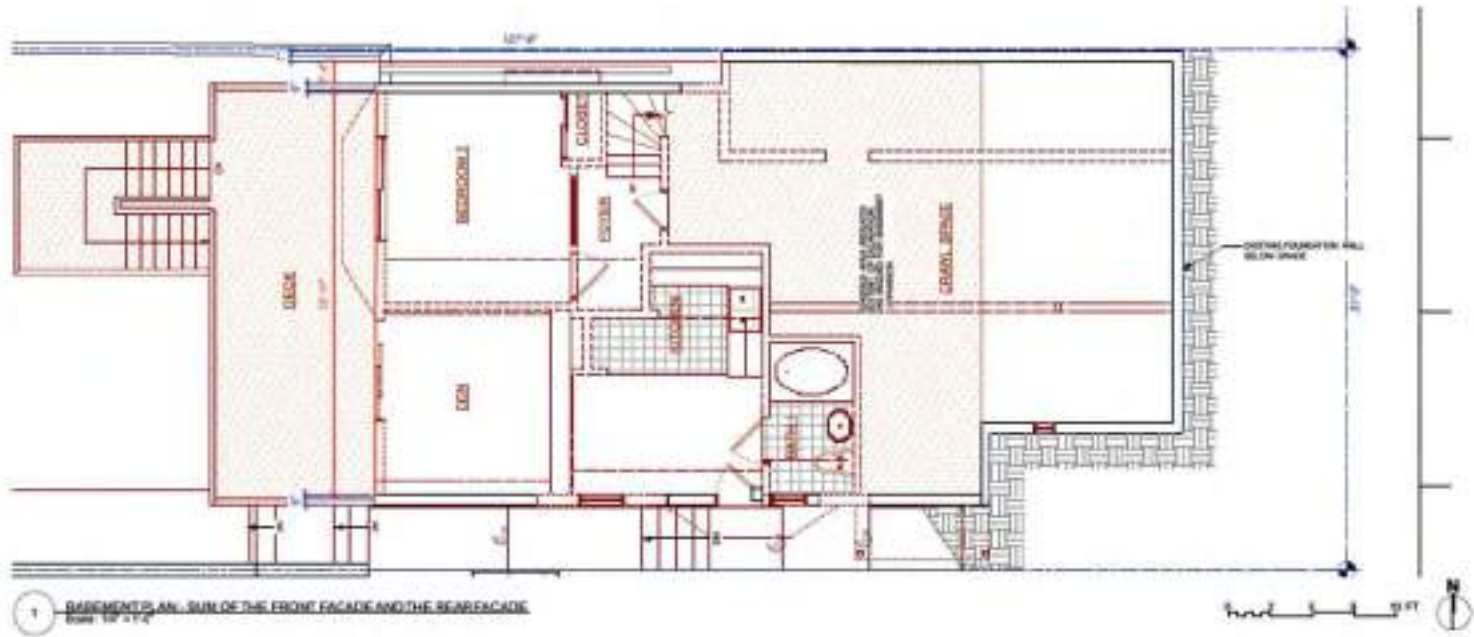
C.

1. REMOVAL VERTICAL ENVELOPE		
SURFACE	REMOVED AREA	PERCENTAGE OF AREA
WALLS	720.35F / 1469.35F	49.0%
TOTAL VERTICAL ENVELOPE PERCENTAGE		49.0% < 50% MAX

2. REMOVAL OF HORIZONTAL ELEMENTS - BUILDING AREA = 7855F		
SURFACE	OVERALL AREA	PERCENTAGE OF AREA
ROOF	785 SQ. FT.	100%
FLOOR	785 SQ. FT.	10.4%
TOTAL HORIZONTAL ELEMENTS PERCENTAGE		59.7% > 50% MAX

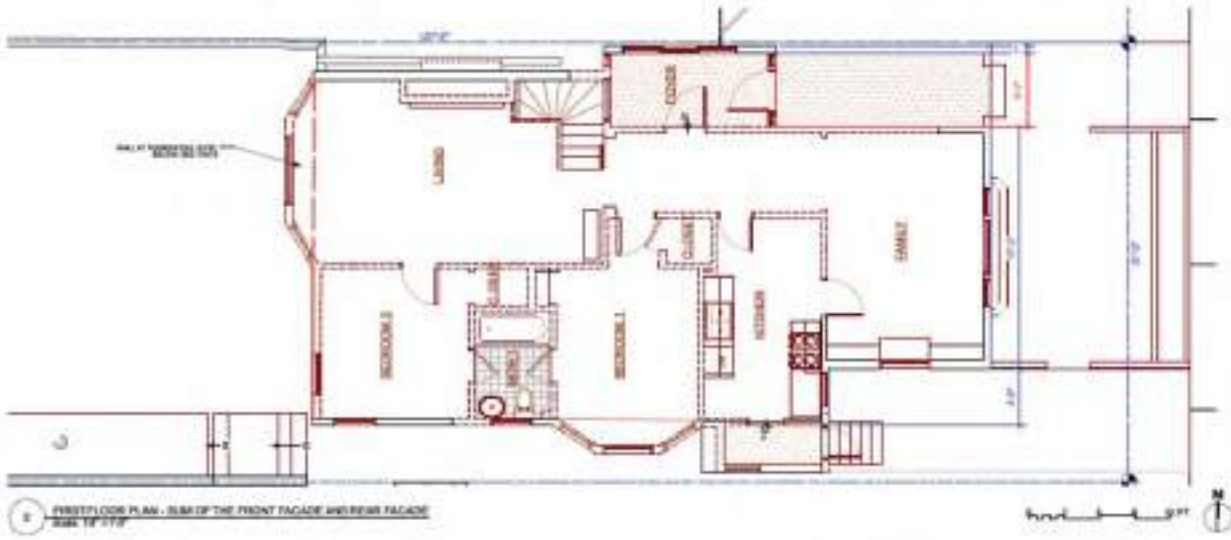
RESIDENTIAL DEMOLITION AREA CALCULATIONS				
VERTICAL ELEMENTS	(E) AREA	REMOVED	% REMOVED	
A: EAST FAÇADE - FRONT	1619	759	46.9%	
B: WEST FAÇADE - REAR	782	334	42.7%	
EAST / WEST TOTAL (A-B)	2401	1093	45.5%	< 50% OK
A: EAST FAÇADE	1619	759	46.9%	
B: WEST FAÇADE	782	334	42.7%	
C: NORTH FAÇADE	1539	0	0.0%	
D: SOUTH FAÇADE	1670	639	38.3%	
VERT. TOTAL (A-D)	5610	1732	30.9%	< 50% OK
HORIZONTAL ELEMENTS	(E) AREA	REMOVED	% REMOVED	
E: 2ND FLOOR	1994	991	49.7%	
F: 3RD FLOOR	642	0	0.0%	
G: ROOF	1976	1016	51.4%	
HORIZ. TOTAL (E-G)	4612	2007	43.5%	< 50% OK

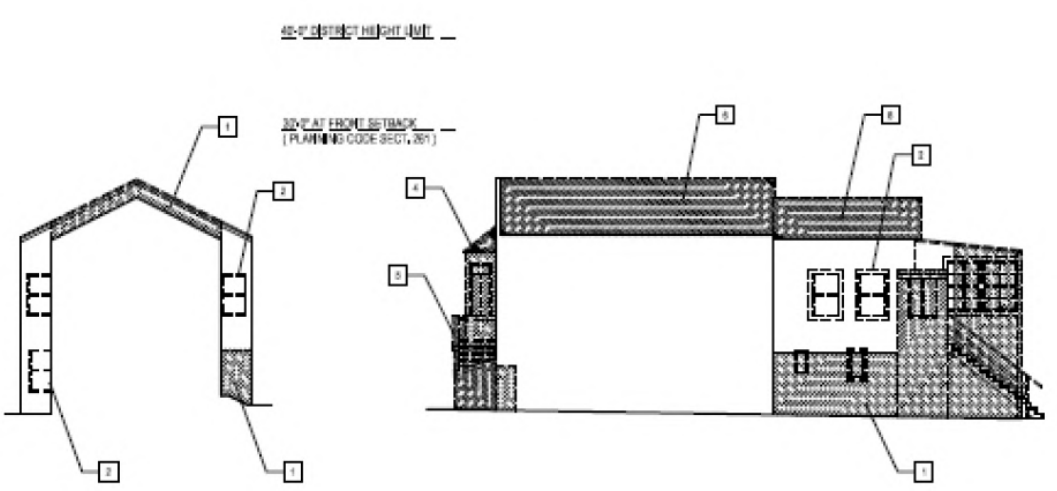
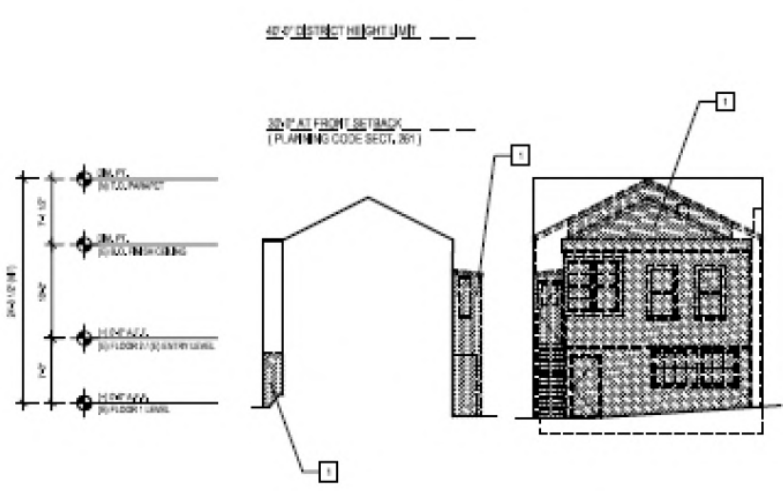
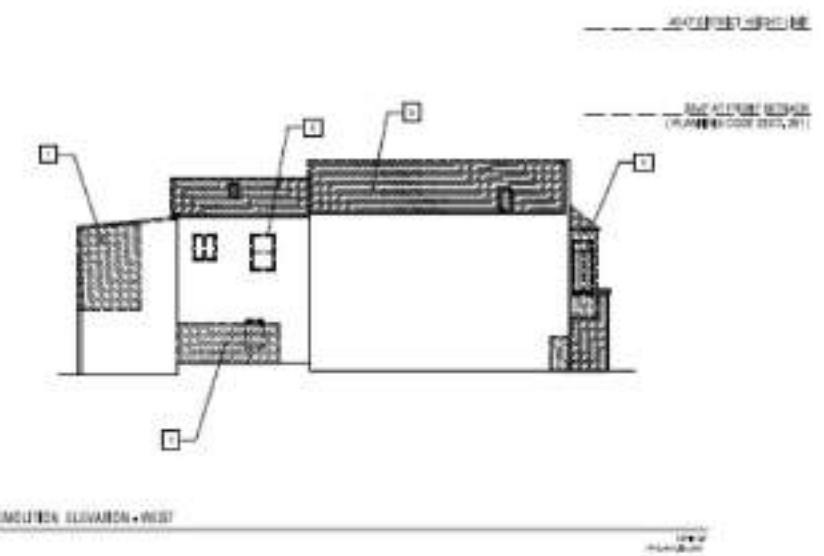
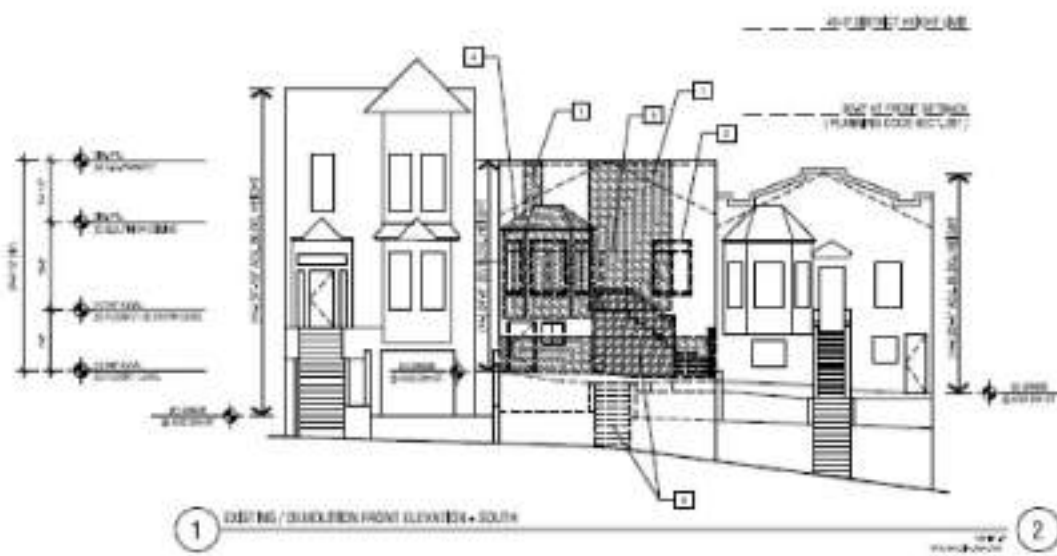
EXTERIOR WALLS LINEAL FOUNDATION MEASUREMENTS				
ELEMENT	(E) LENGTH	REMOVED	% REMOVED	
H: EAST FAÇADE - FRONT	72.2	45.6	63.2%	
I: WEST FAÇADE - REAR	71.7	41.4	57.7%	
J: NORTH FAÇADE	53.1	0.0	0.0%	
K: SOUTH FAÇADE	36.0	36.0	100.0%	
LINEAL TOTAL (H-K)	233.0	123.0	52.8%	< 65% OK



LEGEND		SUN OF FRONT FACADE AND REAR FACADE					
TO BE RETAINED	TO BE REMOVED	EXISTING	TO BE REMOVED	TO BE REMOVED	TO BE REMOVED	TO BE REMOVED	TO BE REMOVED
(Solid line)	(Dashed line)	EXISTING FACADE	20'-11"	0'-0"	21'-0"	0'-0"	21'-0"
(Dashed line)	(Dotted line)	REAR FACADE	20'-10"	27'-2"	54'-6"	1'-0"	43'-6"
		TOTALS	40'-0"	27'-2"	54'-6"	22'-0"	43'-6"

DETERMINATION:
PASSED SEC. 317 (2) (B)
 "A MAJOR ALTERATION OF A RESIDENTIAL BUILDING THAT PROPOSES THE REMOVAL OF HEREIN SHOWN OF THE SUN OF THE REAR FACADE AND REAR FACADE (SHELL) ALSO PROPOSES THE REMOVAL OF HEREIN SHOWN OF THE SUN OF ALL EXTERIOR WALLS MEASURED IN LINEAL FEET AT THE FOUNDATION LEVEL."
 PROPOSED SUN OF ALL EXTERIOR WALLS TO BE REMOVED IS 43'-6"
 (SHEET NO. 7)



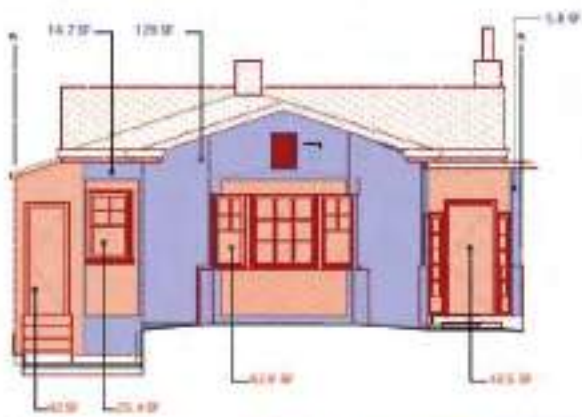


CODE:
 TO BE RETAINED
 TO BE REMOVED

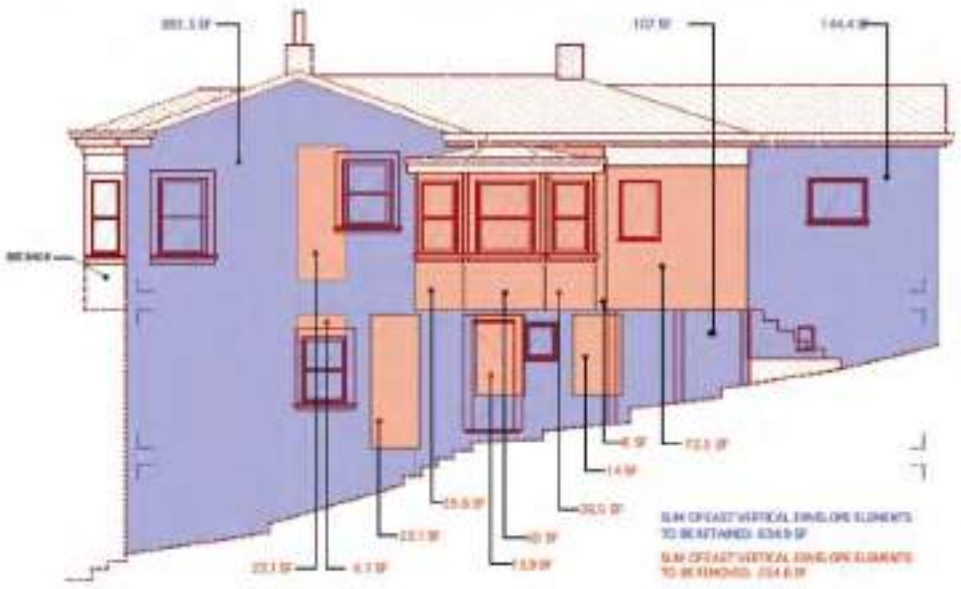
SEC. 317 (2)(C) - PART 1
 REMOVAL OF MORE THAN 50% OF THE VERTICAL ENVELOPE ELEMENTS OF THE EXISTING BUILDING, AS MEASURED IN SQUARE FEET OF ACTUAL SURFACE AREA.

VERTICAL ELEMENT	TO BE RETAINED (SQ. FT.)	TO BE REMOVED (SQ. FT.)	% TO BE RETAINED	% TO BE REMOVED
A. FRONT (EAST) FACADE	822.3	172.8	19.3%	80.7%
B. REAR (WEST) FACADE	825.8	143.8	17.9%	82.1%
C. REAR (WEST) FACADE	847.0	817.5	30.2%	69.8%
F. SIDE (SOUTH) FACADE	885.5	234.8	34.3%	65.7%
VERTICAL TOTAL	3480.6	1,368.9	44.3%	55.7%

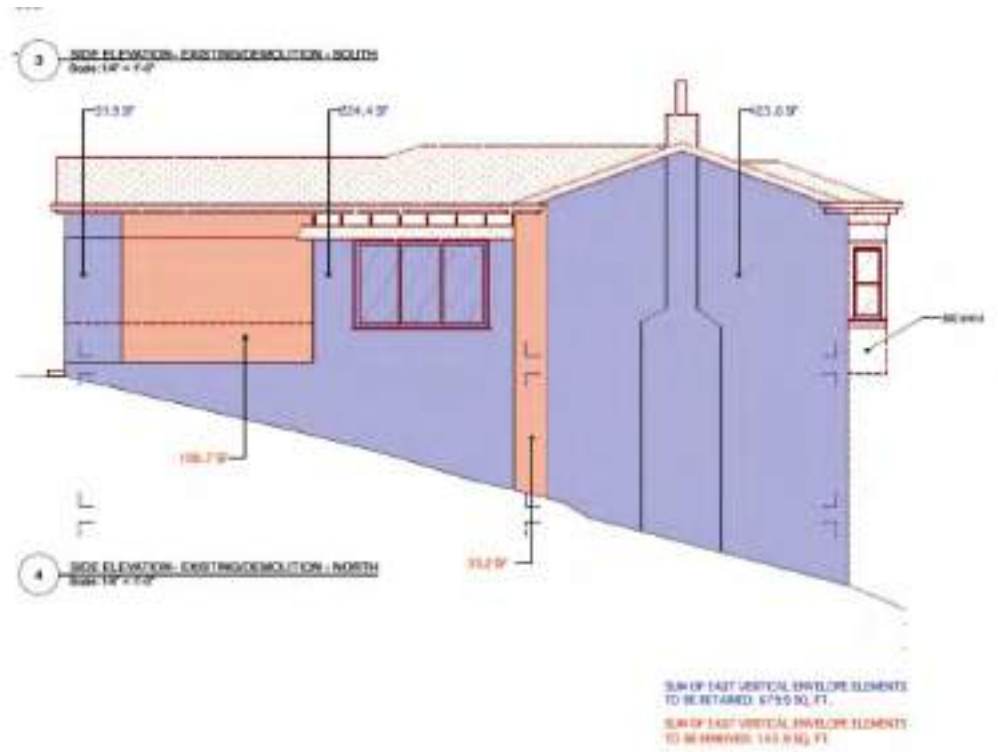
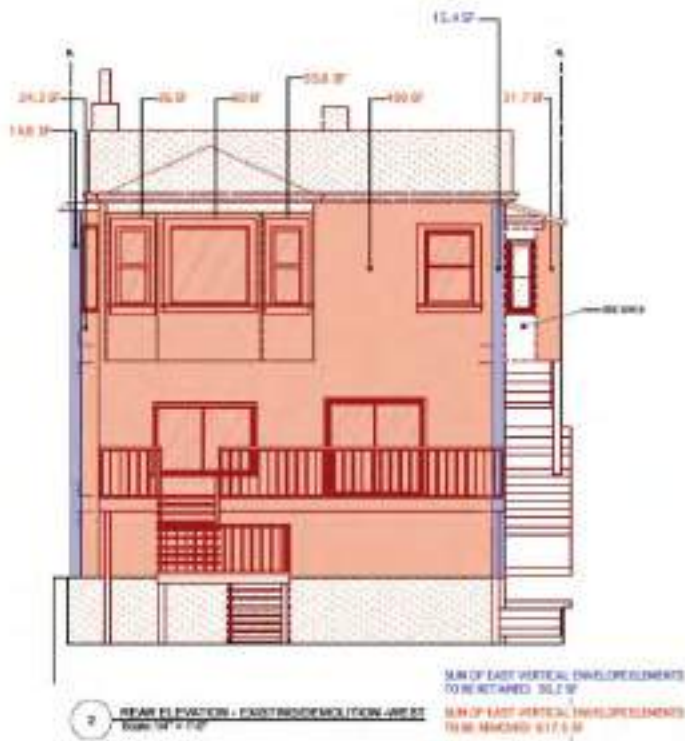
DETERMINATION
PASSED SEC. 317 (2) (C)
 A MAJOR ALTERATION OF A RESIDENTIAL BUILDING THAT PROPOSED THE REMOVAL OF MORE THAN 50% OF THE VERTICAL ENVELOPE ELEMENTS AND MORE THAN 50% OF THE SURFACE AREA OF THE EXISTING BUILDING, AS MEASURED IN SQUARE FEET OF ACTUAL SURFACE AREA.
 PROPOSED REMOVAL OF VERTICAL ENVELOPE ELEMENTS IS 44.3% (3,480.6 SQ. FT.)
 PROPOSED REMOVAL OF HORIZONTAL ELEMENTS IS 44.3% (3,480.6 SQ. FT.)

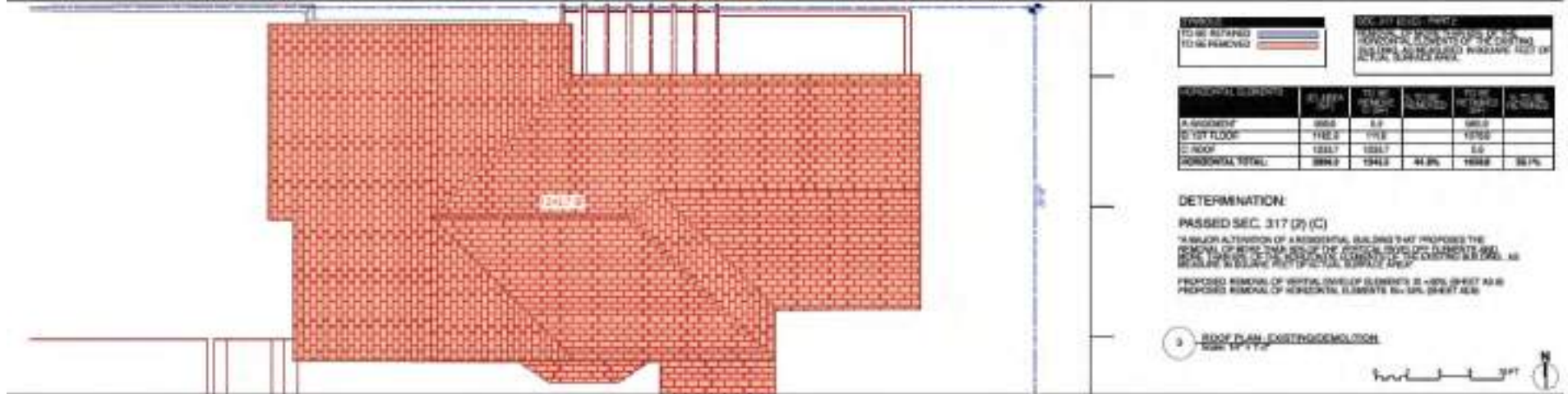


1 FRONT ELEVATION - EXISTING (FORM) - EAST
 Scale: 1/8" = 1'-0"
 SUM OF EAST VERTICAL ENVELOPE ELEMENTS TO BE RETAINED: 1485.5 SF
 SUM OF EAST VERTICAL ENVELOPE ELEMENTS TO BE REMOVED: 172.8 SF



2 FRONT ELEVATION - PROPOSED
 Scale: 1/8" = 1'-0"
 SUM OF EAST VERTICAL ENVELOPE ELEMENTS TO BE RETAINED: 824.9 SF
 SUM OF EAST VERTICAL ENVELOPE ELEMENTS TO BE REMOVED: 234.8 SF



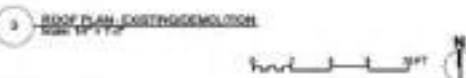


TO BE RETAINED	
TO BE REMOVED	

SEC. 317 BUILDING CODE
 MINIMUM QUALITY OF CONSTRUCTION
 SHALL BE MAINTAINED THROUGHOUT THE
 ENTIRE PROJECT.

VERTICAL ELEMENT	AREA (SQ FT)	TO BE RETAINED	TO BE REMOVED	TOTAL	% REMOVED
A. FOUNDATION	385.0	3.0	382.0		
B. 1ST FLOOR	1112.0	1112.0	0.0	1112.0	
C. ROOF	1221.7	1221.7	0.0	1221.7	
VERTICAL TOTAL	3718.7	1541.0	41.8%	2177.7	58.2%

DETERMINATION:
PASSED SEC. 317 (2) (C)
 "A MAJOR ALTERATION OF A RESIDENTIAL BUILDING THAT PROPOSES THE
 REMOVAL OF MORE THAN 50% OF THE VERTICAL SURFACE AREA SHALL BE
 REVIEWED AS A MAJOR ALTERATION UNDER SECTION 317 (2) (C)."
 PROPOSED REMOVAL OF VERTICAL SURFACE ELEMENTS IS 41.8% (SEE TABLE ABOVE)
 PROPOSED REMOVAL OF HORIZONTAL ELEMENTS IS 58.2% (SEE TABLE ABOVE)



APPENDIX A: PLANNING CODE REVIEW

Record No. 2018-015711PRJ

Contact: Christopher Townes | Chris.Townes@sfgov.org | 415-575-9195

436 EUREKA ST

PLAN SUBMITTAL GUIDELINES:

Provided	Not Provided	Not Required	Description & Comment	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General Information	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Title Sheet & Details	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Site Survey	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site Plan	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floor & Roof Plans	However, Demo Plans to demonstrate compliance with PC Sec. 317 is needed.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Elevations	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sections	However, depict grade as dotted line across Sections.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Landscaping Plan	However, need to depict required Street Tree at sidewalk.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Streetscape Plan	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Material Specifications	Provide a Material Legend that specifies materiality of all elevations.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photographs	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Renderings	However, please ensure that the renderings fully match the proposed elevations, as there appear to be some discrepancies.

LAND USE:

Permitted Use	Conditional Use	Planning Code Section & Comment	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	209.1	RH-2
<i>Comments:</i>			

CONDITIONAL USE AUTHORIZATION:

Required	Planning Code Section	
<input checked="" type="checkbox"/>	303	Conditional Use Authorization
<input checked="" type="checkbox"/>	317	Residential Demolition, Merger or Conversion
<i>Comments:</i> Demolition Calculations are required to demonstrate that the project does not constitute a "Residential Demolition" pursuant to Planning Code Section 317. If the project constitutes a "Residential Demolition", a Conditional Use Authorization would be required.		

OTHER REQUIRED APPROVALS:

Required	Planning Code Section	
<input checked="" type="checkbox"/>	311	Neighborhood Notification
<i>Comments:</i> Pursuant to Planning Code Section 311, please note that Neighborhood Notification will be required. Planning admin staff member, William San (William.San@sfgov.org) will be assisting with coordination once ready for processing. Labels and Radius Map will be generated in-house.		

ADDITIONAL PLANNING CODE REQUIREMENTS:

Complies	Does Not Comply	Needs Info	Planning Code Section		Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	121	Lot Area/Width	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	125	FAR Premiums	

APPENDIX A: PLANNING CODE REVIEW

Record No. 2018-015711PRJ

Contact: Christopher Townes | Chris.Townes@sfgov.org | 415-575-9195

436 EUREKA ST

Complies	Does Not Comply	Needs Info	Planning Code Section		Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	132	Front Setback	Please add information on adjacent properties
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	132(g)	Green Landscaping	20% of required front setback to be landscaped where feasible given garage projection.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	132(h)	Permeability	50% of required front setback to be permeable where feasible given garage projection.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	133	Side Setback	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	134	Rear Yard	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	135	Open Space	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	136	Permitted Obstructions	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	139	Bird Safety	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	140	Dwelling Unit Exposure	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	141	Rooftop Screening	Confirm whether any rooftop mechanical equipment will be provided, if so, provide screening.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	142	Parking Screening & Greening	Provide Material Legend that specifies garage door material.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	144	Street Frontage	No change.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	151	Required Off-Street Parking	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	151.1	Off-Street Parking	RTO & RC Only
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	155.2	Bicycle Parking	However, label as "Class 1 Bicycle Parking" and provide # of spaces.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	155(r)	Curb Cuts	However, dimension curb cut on Existing/Proposed Site Plan.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	260(a)	Height	However, revise height dimension to be taken at base from "Top of Curb" (not grade at front) and at top to "top of flat roof" (not parapet). Extend Existing/Proposed Sections at front to top of curb.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	260(b)	Exemptions from Height	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	261	Height Limits	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	270	Bulk	

DEVELOPMENT IMPACT FEES:

Required	Planning Code Section	
<input checked="" type="checkbox"/>	414A	Child-Care for Residential Projects

OTHER REQUIREMENTS:

Provided	N/A	Needs Info	Description	Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pre-Application Meeting	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Block Book Notification	No BBNs
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Active Enforcement	No active enforcement.

From: [Susy Chen](#)
To: [Horn, Jeffrey \(CPC\)](#)
Subject: Questions about 436 Eureka - Permit 201810092526
Date: Tuesday, February 22, 2022 4:00:15 PM

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

Hello Jeffrey,

I understand from Claire that you have all the plan information for permit 201810092526 -- 436 Eureka Street. I am the owner of the adjacent property at 432 Eureka Street and I recently received notice of the permit.

I was wondering if there was a time to speak with you so I can learn about the considerations for the project's second floor rear addition. I live next door and I have bedrooms facing a lightwell next to the permitted addition. See attached.

Call me anytime or send me a time that works for you.

Thanks!
Susy
415.867.8100

From: [Ajello Hoagland, Linda \(CPC\)](#)
To: [Benjamin McGriff](#); [Cordelia Kotin](#)
Cc: [Horn, Jeffrey \(CPC\)](#); [Washington, Delvin \(CPC\)](#)
Subject: RE: 436 Eureka Follow-Up
Date: Tuesday, October 29, 2019 2:34:21 PM

Hi Benjamin,

I just spoke to Delvin and he will get back to you shortly to let you know who he is reassigning the project to.

Regards,
Linda

From: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Sent: Tuesday, October 29, 2019 12:40 PM
To: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Cc: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>; Ajello Hoagland, Linda (CPC) <linda.ajellohoagland@sfgov.org>; Washington, Delvin (CPC) <delvin.washington@sfgov.org>
Subject: Re: 436 Eureka Follow-Up

Hi Jeff and Linda,

I am covering her projects while she is out of the office (to return next week).

Circling back to see if there is any progress on project reassignment. Our clients have had a particularly rough run with their permit routing due to various issues and mistakes within DBI which has lead this project to take a year to date to review and only the slightest of advancements. Our clients have been particularly patient and understanding, but that will indeed run short soon enough. Please advise as to how we can get everything back on track and moving forward once more.

Thanks in advance,
Benjamin

Benjamin McGriff, AIA

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

On Wed, Oct 16, 2019 at 3:01 PM Cordelia Kotin <cordelia@mcgriffarchitects.com> wrote:

Hi Jeff (and Linda),

See the email below for Chris's comments on October 1st. I understand your office is under a lot of strain, especially with Chris gone. This project is very straight forward, a small horizontal addition to an existing single family home. We're hopeful that this project can continue moving through the department without further delay. Please feel free to reach out with any questions, we're looking forward to working with you on this project.

Thanks,
Cordelia

----- Forwarded message -----

From: Townes, Chris (CPC) <chris.townes@sfgov.org>
Date: Tue, Oct 1, 2019 at 5:59 PM
Subject: RE: 436 Eureka Follow-Up
To: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>

Cordelia,

As promised, please see 1st round plancheck comments attached for your review. I've also attached an example of how to provide demolition calculations to demonstrate compliance with PC Sec 317. Please let me know if you have any questions.
Your response to confirm receipt is appreciated!

Thanks,
Chris

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Sent: Monday, September 30, 2019 5:27 PM
To: Townes, Chris (CPC) <chris.townes@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: Re: 436 Eureka Follow-Up

Hi Chris,

Thanks for your transparency, we always hope to work with you to help get the best results for everyone involved. Please let me know if there is any way we can help from our end. Hopefully we can get this project off your hands soon.
Looking forward to hearing from you.

Best,
Cordelia

On Mon, Sep 30, 2019 at 5:09 PM Townes, Chris (CPC) <chris.townes@sfgov.org> wrote:

Cordelia,

In looking at project status, I see that my 1st round plancheck review is complete and the Preservation Planner's review/issuance of the CEQA CatEx determination is issued (see attached), I simply need to draft the written plancheck comments and issue accordingly to address various items to demonstrate full compliance prior to prepping for 311 Notification. In reviewing the design, I feel it is consistent with the Residential Design Guidelines as proposed; therefore, Residential Design Advisory Team (RDAT) review will not be necessary. I apologize for the delay, as I intended to issue comments earlier; however, I am still handling very significant concurrent project volume during this era of development in the City (i.e.- approx. 44 building permits and 6 discretionary cases), a number of which face neighborhood opposition, appeals and hearing continuances which have simply taken further time to address. That said, I'm committed to issuing plancheck comments for your item by tomorrow end of day.

Thank you for your patience,

Chris Townes
Senior Planner
SF Planning, SW Quadrant

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>

Sent: Monday, September 30, 2019 11:36 AM

To: Townes, Chris (CPC) <chris.townes@sfgov.org>; Washington, Delvin (CPC) <delvin.washington@sfgov.org>; Benjamin McGriff <benjamin@mcgriffarchitects.com>

Subject: 436 Eureka Follow-Up

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

Hi Chris,

Hope you are well, I wanted to follow up on our last conversation regarding 436 Eureka Street (Permit 201810092526). You said you would have our plan check comments by the second week of August. I know there is some confusion with a revision being recorded for the permit, however we haven't submitted any revisions at this point. Are you still waiting on this? Is there anything else holding up our work?

Can you give us a clearer timeline on what to expect from your end? Our clients are getting a bit frustrated as we originally filed this on October 9th of last year (meaning this project has been sitting in planning for almost a year with no movement).

Please feel free to call if you have any questions or concerns- our number is (415) 525-3561

Thanks,

Cordelia

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)

[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)

[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)

[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

From: [Benjamin McGriff](#)
To: [Cordelia Kotin](#)
Cc: [Horn, Jeffrey \(CPC\)](#); [Ajello Hoagland, Linda \(CPC\)](#); [Washington, Delvin \(CPC\)](#)
Subject: Re: 436 Eureka Follow-Up
Date: Tuesday, October 29, 2019 12:41:09 PM

Hi Jeff and Linda,

I am covering her projects while she is out of the office (to return next week).

Circling back to see if there is any progress on project reassignment. Our clients have had a particularly rough run with their permit routing due to various issues and mistakes within DBI which has lead this project to take a year to date to review and only the slightest of advancements. Our clients have been particularly patient and understanding, but that will indeed run short soon enough. Please advise as to how we can get everything back on track and moving forward once more.

Thanks in advance,
Benjamin

Benjamin McGriff, AIA

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

On Wed, Oct 16, 2019 at 3:01 PM Cordelia Kotin <cordelia@mcgriffarchitects.com> wrote:
Hi Jeff (and Linda),

See the email below for Chris's comments on October 1st. I understand your office is under a lot of strain, especially with Chris gone. This project is very straight forward, a small horizontal addition to an existing single family home. We're hopeful that this project can continue moving through the department without further delay. Please feel free to reach out with any questions, we're looking forward to working with you on this project.

Thanks,
Cordelia

----- Forwarded message -----

From: Townes, Chris (CPC) <chris.townes@sfgov.org>
Date: Tue, Oct 1, 2019 at 5:59 PM
Subject: RE: 436 Eureka Follow-Up
To: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>

Cordelia,

As promised, please see 1st round plancheck comments attached for your review. I've also attached an example of how to provide demolition calculations to demonstrate compliance with PC Sec 317. Please let me know if you have any questions.

Your response to confirm receipt is appreciated!

Thanks,

Chris

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Sent: Monday, September 30, 2019 5:27 PM
To: Townes, Chris (CPC) <chris.townes@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: Re: 436 Eureka Follow-Up

Hi Chris,

Thanks for your transparency, we always hope to work with you to help get the best results for everyone involved. Please let me know if there is any way we can help from our end. Hopefully we can get this project off your hands soon.

Looking forward to hearing from you.

Best,

Cordelia

On Mon, Sep 30, 2019 at 5:09 PM Townes, Chris (CPC) <chris.townes@sfgov.org> wrote:

Cordelia,

In looking at project status, I see that my 1st round plancheck review is complete and the Preservation Planner's review/issuance of the CEQA CatEx determination is issued (see attached), I simply need to draft the written plancheck comments and issue accordingly to

address various items to demonstrate full compliance prior to prepping for 311 Notification. In reviewing the design, I feel it is consistent with the Residential Design Guidelines as proposed; therefore, Residential Design Advisory Team (RDAT) review will not be necessary. I apologize for the delay, as I intended to issue comments earlier; however, I am still handling very significant concurrent project volume during this era of development in the City (i.e.- approx. 44 building permits and 6 discretionary cases), a number of which face neighborhood opposition, appeals and hearing continuances which have simply taken further time to address. That said, I'm committed to issuing plancheck comments for your item by tomorrow end of day.

Thank you for your patience,

Chris Townes

Senior Planner

SF Planning, SW Quadrant

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>

Sent: Monday, September 30, 2019 11:36 AM

To: Townes, Chris (CPC) <chris.townes@sfgov.org>; Washington, Delvin (CPC) <delvin.washington@sfgov.org>; Benjamin McGriff <benjamin@mcgriffarchitects.com>

Subject: 436 Eureka Follow-Up

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

Hi Chris,

Hope you are well, I wanted to follow up on our last conversation regarding 436 Eureka Street (Permit 201810092526). You said you would have our plan check comments by the second week of August. I know there is some confusion with a revision being recorded for the permit, however we haven't submitted any revisions at this point. Are you still waiting on this? Is there anything else holding up our work?

Can you give us a clearer timeline on what to expect from your end? Our clients are getting a bit frustrated as we originally filed this on October 9th of last year (meaning this project has been sitting in planning for almost a year with no movement).

Please feel free to call if you have any questions or concerns- our number is (415) 525-3561

Thanks,

Cordelia

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
[www.mcgriffarchitects.com](#)

From: [Horn, Jeffrey \(CPC\)](#)
To: [Cordelia Kotin](#); [Ajello Hoagland, Linda \(CPC\)](#); [Benjamin McGriff](#)
Cc: [Washington, Delvin \(CPC\)](#)
Subject: RE: 436 Eureka Follow-Up
Date: Wednesday, October 16, 2019 2:52:00 PM

Hi Cordelia,

Thanks for checking in. Delvin is currently reassigning Chris Townes projects, this will take some time as Chris (and all of us) have large case loads. I assume the either Linda or I will ultimately take over the project's processing, but I will like to have Delvin confirm the assignment when he returns next week.

We will work our hardest to keep your project on track in light of the staffing change. I am reading through Chris' notes on the project and he has an entry that he sent a NOPDR/Plan Check letter on 10/1/2019. Could you please forward us a copy of that?

Thank you, and feel free to reach out again early next week.

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: Wednesday, October 16, 2019 2:30 PM
To: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>; Ajello Hoagland, Linda (CPC) <linda.ajellohoagland@sfgov.org>; Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: Fwd: 436 Eureka Follow-Up

Hi Jeff and Linda,

Hope all is well, we just got an out of office reply from Delvin for the email below. Can one of you help clear up who our current planner is? We would like to keep our project moving and at this point seems to be stuck in a transition period. Our project address is 436 Eureka Street, Permit 201810092526.

Thanks,
Cordelia

----- Forwarded message -----

From: **Cordelia Kotin** <cordelia@mcgriffarchitects.com>
Date: Wed, Oct 16, 2019 at 2:20 PM
Subject: Fwd: 436 Eureka Follow-Up
To: Washington, Delvin (CPC) <Delvin.Washington@sfgov.org>, Benjamin McGriff <benjamin@mcgriffarchitects.com>

Hi Delvin,

Hope you are doing well. We just got an email bounce back from Chris Townes saying he's left the department and the project has been reassigned. Can you help connect us to the new planner? Permit tracker still has Chris listed as the planner. We're in the middle of picking up comments for Chris and want to make sure the new planner has no new issues that need to be addressed. Additionally, we'd like to ensure that we haven't been put at the back of the new planners queue. We've already waited for almost a year to get to this point, our clients have been very patient with the process but we would like to keep the remaining work to a leaner timeline as they're growing restless and any further delays are not fair to them. Please let me know if you have any questions.

Our project address is 436 Eureka Street, Permit 201810092526.

Thanks,
Cordelia

----- Forwarded message -----

From: **Cordelia Kotin** <cordelia@mcgriffarchitects.com>
Date: Wed, Oct 16, 2019 at 2:01 PM
Subject: Re: 436 Eureka Follow-Up
To: Townes, Chris (CPC) <chris.townes@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>

Hi Chris,

Hope you are well. We're working on wrapping up our responses to your comments. What is the best way to resubmit these to you? Should we drop them off at CPB? Can we set up a time to meet/drop them off directly to you? Would you like to review them in person at drop off? Please let me know your preference.

Thanks,
Cordelia

On Tue, Oct 1, 2019 at 6:07 PM Cordelia Kotin <cordelia@mcgriffarchitects.com> wrote:

Hi Chris,

Thank so much! We've received these comments and will be reviewing them. Will let you know if we have any questions.

Thanks,
Cordelia

On Tue, Oct 1, 2019 at 5:59 PM Townes, Chris (CPC) <chris.townes@sfgov.org> wrote:

Cordelia,

As promised, please see 1st round plancheck comments attached for your review. I've also attached an example of how to provide demolition calculations to demonstrate compliance with PC Sec 317. Please let me know if you have any questions.

Your response to confirm receipt is appreciated!

Thanks,
Chris

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Sent: Monday, September 30, 2019 5:27 PM
To: Townes, Chris (CPC) <chris.townes@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: Re: 436 Eureka Follow-Up

Hi Chris,

Thanks for your transparency, we always hope to work with you to help get the best results for everyone involved. Please let me know if there is any way we can help from our end. Hopefully we can get this project off your hands soon.

Looking forward to hearing from you.

Best,
Cordelia

On Mon, Sep 30, 2019 at 5:09 PM Townes, Chris (CPC) <chris.townes@sfgov.org> wrote:

Cordelia,

In looking at project status, I see that my 1st round plancheck review is complete and the Preservation Planner's review/issuance of the CEQA CatEx determination is issued (see attached), I simply need to draft the written plancheck comments and issue accordingly to address various items to demonstrate full compliance prior to prepping for 311 Notification. In reviewing the design, I feel it is consistent with the Residential Design Guidelines as proposed; therefore, Residential Design Advisory Team (RDAT) review will not be necessary. I apologize for the delay, as I intended to issue comments earlier; however, I am still handling very significant concurrent project volume during this era of development in the City (i.e.- approx. 44 building permits and 6 discretionary cases), a number of which face neighborhood opposition, appeals and hearing continuances which have simply taken further time to address. That said, I'm committed to issuing plancheck comments for your item by tomorrow end of day.

Thank you for your patience,

Chris Townes
Senior Planner
SF Planning, SW Quadrant

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Sent: Monday, September 30, 2019 11:36 AM
To: Townes, Chris (CPC) <chris.townes@sfgov.org>; Washington, Delvin (CPC) <delvin.washington@sfgov.org>; Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: 436 Eureka Follow-Up

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

Hi Chris,

Hope you are well, I wanted to follow up on our last conversation regarding 436 Eureka Street (Permit 201810092526). You said you would have our plan check comments by the second week of August. I know there is some confusion with a revision being recorded for the permit, however we haven't submitted any revisions at this point. Are you still waiting on this? Is there anything else holding up our work?

Can you give us a clearer timeline on what to expect from your end? Our clients are getting a bit frustrated as we originally filed this on October 9th of last year (meaning this project has been sitting in planning for almost a year with no movement).

Please feel free to call if you have any questions or concerns- our number is (415) 525-3561

Thanks,
Cordelia

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](https://www.mcgriffarchitects.com)
[SAN FRANCISCO, CA 94103](https://www.mcgriffarchitects.com)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](https://www.mcgriffarchitects.com)
[SAN FRANCISCO, CA 94103](https://www.mcgriffarchitects.com)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

From: [Cordelia Kotin](#)
To: [Washington, Delvin \(CPC\)](#)
Cc: [Ajello Hoagland, Linda \(CPC\)](#); [Benjamin McGriff](#); [Horn, Jeffrey \(CPC\)](#)
Subject: Re: 436 Eureka Follow-Up
Date: Wednesday, November 06, 2019 9:02:15 AM

Hi Delvin,

Thanks for the update, we'll reach out to Jeffery Horn shortly.

Thanks again,
Cordelia

On Tue, Oct 29, 2019 at 2:54 PM Washington, Delvin (CPC) <delvin.washington@sfgov.org> wrote:

Hello Benjamin,

Sorry for not getting back to you sooner. I briefly reviewed the permit with Jeffrey Horn and he will be taking this permit over. Please allow him a little time to bring himself up to speed on the permit and if he has any additional design or code questions he will get back to you.

F. Delvin Washington
Southwest Team Leader

Planning Department, City and County of San Francisco
1650 Mission Street, Suite 400, San Francisco, CA 94103
Direct: 415-558-6443 **Fax:** 415-558-6409

Email: delvin.washington@sfgov.org

Web: www.sfplanning.org

From: Ajello Hoagland, Linda (CPC) <linda.ajellohoagland@sfgov.org>
Sent: Tuesday, October 29, 2019 2:34 PM
To: Benjamin McGriff <benjamin@mcgriffarchitects.com>; Cordelia Kotin <cordelia@mcgriffarchitects.com>
Cc: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>; Washington, Delvin (CPC) <delvin.washington@sfgov.org>
Subject: RE: 436 Eureka Follow-Up

Hi Benjamin,

I just spoke to Delvin and he will get back to you shortly to let you know who he is reassigning the project to.

Regards,

Linda

From: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Sent: Tuesday, October 29, 2019 12:40 PM
To: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Cc: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>; Ajello Hoagland, Linda (CPC) <linda.ajellohoagland@sfgov.org>; Washington, Delvin (CPC) <delvin.washington@sfgov.org>
Subject: Re: 436 Eureka Follow-Up

Hi Jeff and Linda,

I am covering her projects while she is out of the office (to return next week).

Circling back to see if there is any progress on project reassignment. Our clients have had a particularly rough run with their permit routing due to various issues and mistakes within DBI which has lead this project to take a year to date to review and only the slightest of advancements. Our clients have been particularly patient and understanding, but that will indeed run short soon enough. Please advise as to how we can get everything back on track and moving forward once more.

Thanks in advance,

Benjamin

Benjamin McGriff, AIA

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

On Wed, Oct 16, 2019 at 3:01 PM Cordelia Kotin <cordelia@mcgriffarchitects.com> wrote:

Hi Jeff (and Linda),

See the email below for Chris's comments on October 1st. I understand your office is under a lot of strain, especially with Chris gone. This project is very straight forward, a small horizontal addition to an existing single family home. We're hopeful that this project can continue moving through the department without further delay. Please feel free to reach out with any questions, we're looking forward to working with you on this project.

Thanks,

Cordelia

----- Forwarded message -----

From: Townes, Chris (CPC) <chris.townes@sfgov.org>
Date: Tue, Oct 1, 2019 at 5:59 PM
Subject: RE: 436 Eureka Follow-Up
To: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>

Cordelia,

As promised, please see 1st round plancheck comments attached for your review. I've also attached an example of how to provide demolition calculations to demonstrate compliance with PC Sec 317. Please let me know if you have any questions.

Your response to confirm receipt is appreciated!

Thanks,

Chris

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>

Sent: Monday, September 30, 2019 5:27 PM
To: Townes, Chris (CPC) <chris.townes@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: Re: 436 Eureka Follow-Up

Hi Chris,

Thanks for your transparency, we always hope to work with you to help get the best results for everyone involved. Please let me know if there is any way we can help from our end. Hopefully we can get this project off your hands soon.

Looking forward to hearing from you.

Best,

Cordelia

On Mon, Sep 30, 2019 at 5:09 PM Townes, Chris (CPC) <chris.townes@sfgov.org> wrote:

Cordelia,

In looking at project status, I see that my 1st round plancheck review is complete and the Preservation Planner's review/issuance of the CEQA CatEx determination is issued (see attached), I simply need to draft the written plancheck comments and issue accordingly to address various items to demonstrate full compliance prior to prepping for 311 Notification. In reviewing the design, I feel it is consistent with the Residential Design Guidelines as proposed; therefore, Residential Design Advisory Team (RDAT) review will not be necessary. I apologize for the delay, as I intended to issue comments earlier; however, I am still handling very significant concurrent project volume during this era of development in the City (i.e.- approx. 44 building permits and 6 discretionary cases), a number of which face neighborhood opposition, appeals and hearing continuances which have simply taken further time to address. That said, I'm committed to issuing plancheck comments for your item by tomorrow end of day.

Thank you for your patience,

Chris Townes

Senior Planner

SF Planning, SW Quadrant

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>

Sent: Monday, September 30, 2019 11:36 AM

To: Townes, Chris (CPC) <chris.townes@sfgov.org>; Washington, Delvin (CPC) <delvin.washington@sfgov.org>; Benjamin McGriff <benjamin@mcgriffarchitects.com>

Subject: 436 Eureka Follow-Up

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

Hi Chris,

Hope you are well, I wanted to follow up on our last conversation regarding 436 Eureka Street (Permit 201810092526). You said you would have our plan check comments by the second week of August. I know there is some confusion with a revision being recorded for the permit, however we haven't submitted any revisions at this point. Are you still waiting on this? Is there anything else holding up our work?

Can you give us a clearer timeline on what to expect from your end? Our clients are getting a bit frustrated as we originally filed this on October 9th of last year (meaning this project has been sitting in planning for almost a year with no movement). Please feel free to call if you have any questions or concerns- our number is (415) 525-3561

Thanks,

Cordelia

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

From: [Washington, Delvin \(CPC\)](#)
To: [Ajello Hoagland, Linda \(CPC\)](#); [Benjamin McGriff](#); [Cordelia Kotin](#)
Cc: [Horn, Jeffrey \(CPC\)](#)
Subject: RE: 436 Eureka Follow-Up
Date: Tuesday, October 29, 2019 2:54:29 PM

Hello Benjamin,

Sorry for not getting back to you sooner. I briefly reviewed the permit with Jeffrey Horn and he will be taking this permit over. Please allow him a little time to bring himself up to speed on the permit and if he has any additional design or code questions he will get back to you.

F. Delvin Washington
Southwest Team Leader

Planning Department, City and County of San Francisco
1650 Mission Street, Suite 400, San Francisco, CA 94103
Direct: 415-558-6443 **Fax:** 415-558-6409
Email: delvin.washington@sfgov.org
Web: www.sfplanning.org

From: Ajello Hoagland, Linda (CPC) <linda.ajellohoagland@sfgov.org>
Sent: Tuesday, October 29, 2019 2:34 PM
To: Benjamin McGriff <benjamin@mcgriffarchitects.com>; Cordelia Kotin <cordelia@mcgriffarchitects.com>
Cc: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>; Washington, Delvin (CPC) <delvin.washington@sfgov.org>
Subject: RE: 436 Eureka Follow-Up

Hi Benjamin,

I just spoke to Delvin and he will get back to you shortly to let you know who he is reassigning the project to.

Regards,
Linda

From: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Sent: Tuesday, October 29, 2019 12:40 PM
To: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Cc: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>; Ajello Hoagland, Linda (CPC) <linda.ajellohoagland@sfgov.org>; Washington, Delvin (CPC) <delvin.washington@sfgov.org>
Subject: Re: 436 Eureka Follow-Up

Hi Jeff and Linda,

I am covering her projects while she is out of the office (to return next week).

Circling back to see if there is any progress on project reassignment. Our clients have had a

particularly rough run with their permit routing due to various issues and mistakes within DBI which has lead this project to take a year to date to review and only the slightest of advancements. Our clients have been particularly patient and understanding, but that will indeed run short soon enough. Please advise as to how we can get everything back on track and moving forward once more.

Thanks in advance,
Benjamin

Benjamin McGriff, AIA

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

On Wed, Oct 16, 2019 at 3:01 PM Cordelia Kotin <cordelia@mcgriffarchitects.com> wrote:

Hi Jeff (and Linda),

See the email below for Chris's comments on October 1st. I understand your office is under a lot of strain, especially with Chris gone. This project is very straight forward, a small horizontal addition to an existing single family home. We're hopeful that this project can continue moving through the department without further delay. Please feel free to reach out with any questions, we're looking forward to working with you on this project.

Thanks,
Cordelia

----- Forwarded message -----

From: **Townes, Chris (CPC)** <chris.townes@sfgov.org>
Date: Tue, Oct 1, 2019 at 5:59 PM
Subject: RE: 436 Eureka Follow-Up
To: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>

Cordelia,

As promised, please see 1st round plancheck comments attached for your review. I've also attached an example of how to provide demolition calculations to demonstrate compliance with PC Sec 317. Please let me know if you have any questions.
Your response to confirm receipt is appreciated!

Thanks,
Chris

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Sent: Monday, September 30, 2019 5:27 PM
To: Townes, Chris (CPC) <chris.townes@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: Re: 436 Eureka Follow-Up

Hi Chris,

Thanks for your transparency, we always hope to work with you to help get the best results for everyone involved. Please let me know if there is any way we can help from our end. Hopefully we can get this project off your hands soon.

Looking forward to hearing from you.

Best,
Cordelia

On Mon, Sep 30, 2019 at 5:09 PM Townes, Chris (CPC) <chris.townes@sfgov.org> wrote:

Cordelia,

In looking at project status, I see that my 1st round plancheck review is complete and the Preservation Planner's review/issuance of the CEQA CatEx determination is issued (see attached), I simply need to draft the written plancheck comments and issue accordingly to address various items to demonstrate full compliance prior to prepping for 311 Notification. In reviewing the design, I feel it is consistent with the Residential Design Guidelines as proposed; therefore, Residential Design Advisory Team (RDAT) review will not be necessary. I apologize for the delay, as I intended to issue comments earlier; however, I am still handling very significant concurrent project volume during this era of development in the City (i.e.- approx. 44 building permits and 6 discretionary cases), a number of which face neighborhood opposition, appeals and hearing continuances which have simply taken further time to address. That said, I'm committed to issuing plancheck comments for your item by tomorrow end of day.

Thank you for your patience,

Chris Townes
Senior Planner
SF Planning, SW Quadrant

From: Cordelia Kotin <cordelia@mcgriffarchitects.com>
Sent: Monday, September 30, 2019 11:36 AM
To: Townes, Chris (CPC) <chris.townes@sfgov.org>; Washington, Delvin (CPC)

<delvin.washington@sfgov.org>; Benjamin McGriff <benjamin@mcgriffarchitects.com>

Subject: 436 Eureka Follow-Up

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

Hi Chris,

Hope you are well, I wanted to follow up on our last conversation regarding 436 Eureka Street (Permit 201810092526). You said you would have our plan check comments by the second week of August. I know there is some confusion with a revision being recorded for the permit, however we haven't submitted any revisions at this point. Are you still waiting on this? Is there anything else holding up our work?

Can you give us a clearer timeline on what to expect from your end? Our clients are getting a bit frustrated as we originally filed this on October 9th of last year (meaning this project has been sitting in planning for almost a year with no movement).

Please feel free to call if you have any questions or concerns- our number is (415) 525-3561

Thanks,
Cordelia

--
Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--
Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--
Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

From: [Ellise Gallagher](#)
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Eric Pereira](#); [Jimenez, Sylvia \(CPC\)](#)
Subject: Re: 436 Eureka St - 201810092526 - Bluebeam Session ID: 954-555-245
Date: Thursday, January 20, 2022 10:04:14 AM

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

Hi Jeff,

Just checking in again about 436 Eureka St to see if you could re-stamp Revision 03 (named: 201810092526_BLDG DWGS-REV03) set in the Bluebeam Session 954-555-245? You're the last stamp we're waiting on for the site permit, so if you could get to this by the end of the week, that would be great. Thanks so much.

Best,
Ellise

On Wed, Jan 12, 2022 at 10:09 AM Ellise Gallagher <ellise@mcgriffarchitects.com> wrote:

Hi Jeff,

Just checking in again about 436 Eureka St to see if you could re-stamp Revision 03 (named: 201810092526_BLDG DWGS-REV03) set in the Bluebeam Session 954-555-245? Thanks so much.

Best,
Ellise

On Tue, Jan 4, 2022 at 5:09 PM Ellise Gallagher <ellise@mcgriffarchitects.com> wrote:

Hi Jeff,

Happy New Year!

I'm reaching out on behalf of the site permit for 436 Eureka St. We needed to complete a few revisions for final approval, and we received those stamps today. You initially approved this project on February 09, 2021. Could you please re-stamp the Revision 03 (named: 201810092526_BLDG DWGS-REV03) set in the Bluebeam Session 954-555-245?

Please let me know if you have any questions.

Thanks,
Ellise

--

Ellise Gallagher

McGRIFF ARCHITECTS
San Francisco | New York
office: 415.525.3561

direct: 415.815.2547
www.mcgriffarchitects.com

--

Ellise Gallagher

McGRIFF ARCHITECTS
San Francisco | New York
office: 415.525.3561
direct: 415.815.2547
www.mcgriffarchitects.com

--

Ellise Gallagher

McGRIFF ARCHITECTS
San Francisco | New York
office: 415.525.3561
direct: 415.815.2547
www.mcgriffarchitects.com

From: [Ellise Gallagher](#)
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Eric Pereira](#)
Subject: Re: 436 Eureka St - 201810092526 - Bluebeam Session ID: 954-555-245
Date: Wednesday, January 12, 2022 10:10:14 AM

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

Hi Jeff,

Just checking in again about 436 Eureka St to see if you could re-stamp Revision 03 (named: 201810092526_BLDG DWGS-REV03) set in the Bluebeam Session 954-555-245? Thanks so much.

Best,
Ellise

On Tue, Jan 4, 2022 at 5:09 PM Ellise Gallagher <ellise@mcgriffarchitects.com> wrote:

Hi Jeff,

Happy New Year!

I'm reaching out on behalf of the site permit for 436 Eureka St. We needed to complete a few revisions for final approval, and we received those stamps today. You initially approved this project on February 09, 2021. Could you please re-stamp the Revision 03 (named: 201810092526_BLDG DWGS-REV03) set in the Bluebeam Session 954-555-245?

Please let me know if you have any questions.

Thanks,
Ellise

--

Ellise Gallagher

McGRIFF ARCHITECTS
San Francisco | New York
office: 415.525.3561
direct: 415.815.2547
www.mcgriffarchitects.com

--

Ellise Gallagher

McGRIFF ARCHITECTS
San Francisco | New York
office: 415.525.3561
direct: 415.815.2547
www.mcgriffarchitects.com

From: [Ellise Gallagher](#)
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Eric Pereira](#); [Jimenez, Sylvia \(CPC\)](#)
Subject: Re: 436 Eureka St - 201810092526 - Bluebeam Session ID: 954-555-245
Date: Tuesday, January 25, 2022 9:01:03 AM

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

Hi Jeff,

Reaching out again for 436 Eureka St to see if you could re-stamp Revision 03 (named: 201810092526_BLDG DWGS-REV03) set in the Bluebeam Session 954-555-245? You're the last stamp we're waiting on for the site permit. Thanks so much.

Ellise

On Thu, Jan 20, 2022 at 10:03 AM Ellise Gallagher <ellise@mcgriffarchitects.com> wrote:

Hi Jeff,

Just checking in again about 436 Eureka St to see if you could re-stamp Revision 03 (named: 201810092526_BLDG DWGS-REV03) set in the Bluebeam Session 954-555-245? You're the last stamp we're waiting on for the site permit, so if you could get to this by the end of the week, that would be great. Thanks so much.

Best,
Ellise

On Wed, Jan 12, 2022 at 10:09 AM Ellise Gallagher <ellise@mcgriffarchitects.com> wrote:

Hi Jeff,

Just checking in again about 436 Eureka St to see if you could re-stamp Revision 03 (named: 201810092526_BLDG DWGS-REV03) set in the Bluebeam Session 954-555-245? Thanks so much.

Best,
Ellise

On Tue, Jan 4, 2022 at 5:09 PM Ellise Gallagher <ellise@mcgriffarchitects.com> wrote:

Hi Jeff,

Happy New Year!

I'm reaching out on behalf of the site permit for 436 Eureka St. We needed to complete a few revisions for final approval, and we received those stamps today. You initially approved this project on February 09, 2021. Could you please re-stamp the Revision 03 (named: 201810092526_BLDG DWGS-REV03) set in the Bluebeam Session 954-555-245?

Please let me know if you have any questions.

**Thanks,
Ellise**

--

Ellise Gallagher

McGRIFF ARCHITECTS
San Francisco | New York
office: 415.525.3561
direct: 415.815.2547
www.mcgriffarchitects.com

--

Ellise Gallagher

McGRIFF ARCHITECTS
San Francisco | New York
office: 415.525.3561
direct: 415.815.2547
www.mcgriffarchitects.com

--

Ellise Gallagher

McGRIFF ARCHITECTS
San Francisco | New York
office: 415.525.3561
direct: 415.815.2547
www.mcgriffarchitects.com

--

Ellise Gallagher

McGRIFF ARCHITECTS
San Francisco | New York
office: 415.525.3561
direct: 415.815.2547
www.mcgriffarchitects.com

From: [Ellise Gallagher](#)
To: [Horn, Jeffrey \(CPC\)](#)
Subject: Re: 436 Eureka St - 201810092526 - restamp Rev 03
Date: Thursday, January 27, 2022 3:36:24 PM

Thanks so much!

Ellise

On Thu, Jan 27, 2022 at 2:35 PM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Hi Elise,

The revision has Planning's approval in Bluebeam and PTS.

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: 628.652.7366 | www.sfplanning.org

[San Francisco Property Information Map](#)

From: Ellise Gallagher <ellise@mcgriffarchitects.com>
Sent: Thursday, January 27, 2022 12:33 PM
To: Ellise Gallagher <ellise@mcgriffarchitects.com>
Subject: 436 Eureka St - 201810092526 - restamp Rev 03

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

Hello,

I'm emailing to request you re-stamp Revision 3 for 436 Eureka Street. This set includes the Licensed Architect stamp & signature. Apologies for the delay and mix-up on this, and thanks for re-stamping!

No changes had been made.

436 Eureka St 201810092526 REVIEW

Session ID: 954-555-245

Session URL: <https://studio.bluebeam.com/join.html?ID=954-555-245>

Best,

Ellise

--

Ellise Gallagher

McGRIFF ARCHITECTS

San Francisco | New York

office: 415.525.3561

direct: 415.815.2547

www.mcgriffarchitects.com

--

Ellise Gallagher

McGRIFF ARCHITECTS
San Francisco | New York
office: 415.525.3561
direct: 415.815.2547
www.mcgriffarchitects.com

From: [Horn, Jeffrey \(CPC\)](#)
To: [Ellise Gallagher](#)
Subject: RE: 436 Eureka St - 201810092526 - restamp Rev 03
Date: Thursday, January 27, 2022 2:35:00 PM

Hi Elise,

The revision has Planning's approval in Bluebeam and PTS.

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: 628.652.7366 | www.sfplanning.org
[San Francisco Property Information Map](#)

From: Ellise Gallagher <ellise@mcgriffarchitects.com>
Sent: Thursday, January 27, 2022 12:33 PM
To: Ellise Gallagher <ellise@mcgriffarchitects.com>
Subject: 436 Eureka St - 201810092526 - restamp Rev 03

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

Hello,

I'm emailing to request you re-stamp Revision 3 for 436 Eureka Street. This set includes the Licensed Architect stamp & signature. Apologies for the delay and mix-up on this, and thanks for re-stamping!

No changes had been made.

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

Best,
Ellise

--

Ellise Gallagher

McGRIFF ARCHITECTS
San Francisco | New York
office: 415.525.3561

direct: 415.815.2547

www.mcgriffarchitects.com

From: [Cordelia Kotin](#)
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Benjamin McGriff](#)
Subject: Re: 436 Eureka
Date: Thursday, January 30, 2020 5:50:48 PM

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 <cordelia@mcgriffarchitects.com> 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) <jeffrey.horn@sfgov.org> wrote:

Hi Cordelia,

Everything is handled in-house.

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: Friday, January 24, 2020 9:58 AM
To: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: Re: 436 Eureka

Great! In our correspondence with Chris, he mentioned that William San will be assisting with the neighborhood notification. Will you be sending him these drawings? Do we need to coordinate further with the notification process or will that be completely handled in house?

Thanks!
Cordelia

On Thu, Jan 23, 2020 at 9:49 PM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Thanks Cordelia,

The plans look great.

-Jeff

Sent from [Mail](#) for Windows 10

From: [Cordelia Kotin](#)
Sent: Thursday, January 23, 2020 5:16 PM
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Benjamin McGriff](#)
Subject: Re: 436 Eureka

Hi Jeff,

I've attached a version of these reduced sheets for your review. You'll note on the short elevations of 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.

Thanks,
Cordelia

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

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

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

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

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

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: 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

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: 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,

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: 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

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

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](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET
SAN FRANCISCO, CA 94103](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET
SAN FRANCISCO, CA 94103](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](http://www.mcgriffarchitects.com)
[SAN FRANCISCO, CA 94103](http://www.mcgriffarchitects.com)

415.525.3561

www.mcgriffarchitects.com

--

Mariana Mijangos

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](http://www.mcgriffarchitects.com)
[SAN FRANCISCO, CA 94103](http://www.mcgriffarchitects.com)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](http://www.mcgriffarchitects.com)
[SAN FRANCISCO, CA 94103](http://www.mcgriffarchitects.com)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](http://www.mcgriffarchitects.com)
[SAN FRANCISCO, CA 94103](http://www.mcgriffarchitects.com)

415.525.3561

| www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

From: [Horn, Jeffrey \(CPC\)](#)
To: [Cordelia Kotin](#)
Cc: [Benjamin McGriff](#)
Subject: RE: 436 Eureka
Date: Thursday, January 23, 2020 9:49:09 PM

Thanks Cordelia,

The plans look great.

-Jeff

Sent from [Mail](#) for Windows 10

From: [Cordelia Kotin](#)
Sent: Thursday, January 23, 2020 5:16 PM
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Benjamin McGriff](#)
Subject: Re: 436 Eureka

Hi Jeff,

I've attached a version of these reduced sheets for your review. You'll note on the short elevations of 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.

Thanks,
Cordelia

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

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

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

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

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
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: 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
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: 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,

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: 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

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

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
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
1475 FIFTEENTH STREET
SAN FRANCISCO, CA 94103
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
1475 FIFTEENTH STREET
SAN FRANCISCO, CA 94103
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
1475 FIFTEENTH STREET
SAN FRANCISCO, CA 94103
415.525.3561
www.mcgriffarchitects.com

--

Mariana Mijangos

McGRIFF ARCHITECTS
1475 FIFTEENTH STREET
SAN FRANCISCO, CA 94103
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
1475 FIFTEENTH STREET
SAN FRANCISCO, CA 94103
415.525.3561
www.mcgriffarchitects.com

From: [Horn, Jeffrey \(CPC\)](#)
To: [Benjamin McGriff](#)
Cc: [Mariana Mijangos](#); [Cordelia Kotin](#)
Subject: RE: 436 Eureka
Date: Thursday, January 16, 2020 10:28:00 AM
Attachments: [60 LAIDLEY ST_311 MAILING_11x17 \(ID 1106741\).pdf](#)

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

McGriff Architects
1475 15th Street

SF, California 94103
415.525.3561
www.mcgriffarchitects.com

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
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: 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
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: 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,

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: 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

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

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](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--

Mariana Mijangos

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

From: [Cordelia Kotin](#)
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Benjamin McGriff](#)
Subject: Re: 436 Eureka
Date: Friday, January 24, 2020 10:55:23 AM

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) <jeffrey.horn@sfgov.org> wrote:

Hi Cordelia,

Everything is handled in-house.

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: Friday, January 24, 2020 9:58 AM
To: Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org>
Cc: Benjamin McGriff <benjamin@mcgriffarchitects.com>
Subject: Re: 436 Eureka

Great! In our correspondence with Chris, he mentioned that William San will be assisting with the neighborhood notification. Will you be sending him these drawings? Do we need to coordinate further with the notification process or will that be completely handled in house?

Thanks!
Cordelia

On Thu, Jan 23, 2020 at 9:49 PM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

| Thanks Cordelia,

The plans look great.

-Jeff

Sent from [Mail](#) for Windows 10

From: [Cordelia Kotin](#)
Sent: Thursday, January 23, 2020 5:16 PM
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Benjamin McGriff](#)
Subject: Re: 436 Eureka

Hi Jeff,

I've attached a version of these reduced sheets for your review. You'll note on the short elevations of 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.

Thanks,

Cordelia

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

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

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

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

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

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: 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

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: 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,

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: 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

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

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](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Mariana Mijangos

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--
Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

From: [Horn, Jeffrey \(CPC\)](#)
To: [Mariana Mijangos](#)
Cc: [Cordelia Kotin](#); [Benjamin McGriff](#)
Subject: RE: 436 Eureka
Date: Wednesday, January 15, 2020 10:17:00 AM

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
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: 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
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: 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,

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: 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

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

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](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--

Mariana Mijangos

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

From: [Cordelia Kotin](#)
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Benjamin McGriff](#)
Subject: Re: 436 Eureka
Date: Friday, January 24, 2020 9:58:54 AM

Great! In our correspondence with Chris, he mentioned that William San will be assisting with the neighborhood notification. Will you be sending him these drawings? Do we need to coordinate further with the notification process or will that be completely handled in house?

Thanks!
Cordelia

On Thu, Jan 23, 2020 at 9:49 PM Horn, Jeffrey (CPC) <jeffrey.horn@sfgov.org> wrote:

Thanks Cordelia,

The plans look great.

-Jeff

Sent from [Mail](#) for Windows 10

From: [Cordelia Kotin](#)
Sent: Thursday, January 23, 2020 5:16 PM
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Benjamin McGriff](#)
Subject: Re: 436 Eureka

Hi Jeff,

I've attached a version of these reduced sheets for your review. You'll note on the short elevations of 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.

Thanks,

Cordelia

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

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

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

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

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

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: 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

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: 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,

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: 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

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

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](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Mariana Mijangos

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

[*www.mcgriffarchitects.com*](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
[*www.mcgriffarchitects.com*](#)

From: [Horn, Jeffrey \(CPC\)](#)
To: [Cordelia Kotin](#)
Cc: [Benjamin McGriff](#); [Mariana Mijangos](#)
Subject: RE: 436 Eureka
Date: Thursday, January 09, 2020 10:48:00 AM

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
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: 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,

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: 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

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

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](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

From: [Cordelia Kotin](#)
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Benjamin McGriff](#)
Subject: Re: 436 Eureka
Date: Thursday, January 23, 2020 5:16:23 PM
Attachments: [200123_436 Eureka 311 mailing sheets.pdf](#)

Hi Jeff,

I've attached a version of these reduced sheets for your review. You'll note on the short elevations of 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.

Thanks,
Cordelia

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

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

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

McGriff Architects

1475 15th Street

SF, California 94103

415.525.3561

www.mcgriffarchitects.com

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

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: 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

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: 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,

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: 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

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

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](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

[*www.mcgriffarchitects.com*](#)

--

Mariana Mijangos

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

[*www.mcgriffarchitects.com*](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
[*www.mcgriffarchitects.com*](#)



REAR EXPANSION: ORIGINAL PROPOSED EXPANSION



REAR EXPANSION: REDUCED PROPOSED EXPANSION



REAR EXPANSION, ORIGINAL PROPOSED & REDUCED EXPANSION

PROJ: 436 EUREKA STREET
TITLE: INSPIRATION SHEETS
SCALE: N.T.S
DATE: NOVEMBER 21ST, 2018



REAR EXPANSION: ORIGINAL PROPOSED EXPANSION



REAR EXPANSION: REDUCED PROPOSED EXPANSION



REAR EXPANSION, ORIGINAL PROPOSED & REDUCED EXPANSION

PROJ: 436 EUREKA STREET
 TITLE: INSPIRATION SHEETS
 SCALE: N.T.S
 DATE: NOVEMBER 21ST, 2018



REAR EXPANSION: ORIGINAL PROPOSED EXPANSION



REAR EXPANSION: REDUCED PROPOSED EXPANSION



REAR EXPANSION, ORIGINAL PROPOSED & REDUCED EXPANSION

PROJ: 436 EUREKA STREET
TITLE: INSPIRATION SHEETS
SCALE: N.T.S
DATE: NOVEMBER 21ST, 2018



REAR EXPANSION: ORIGINAL PROPOSED EXPANSION



REAR EXPANSION: REDUCED PROPOSED EXPANSION



REAR EXPANSION, ORIGINAL PROPOSED & REDUCED EXPANSION

PROJ: 436 EUREKA STREET
TITLE: INSPIRATION SHEETS
SCALE: N.T.S
DATE: NOVEMBER 21ST, 2018

From: [Horn, Jeffrey \(CPC\)](#)
To: [Cordelia Kotin](#)
Cc: [Benjamin McGriff](#)
Subject: RE: 436 Eureka
Date: Friday, November 22, 2019 5:27:00 PM

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,

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: 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

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

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](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

From: [Benjamin McGriff](#)
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Mariana Mijangos](#); [Cordelia Kotin](#)
Subject: Re: 436 Eureka
Date: Thursday, January 16, 2020 10:53:36 AM

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

Benjamin McGriff, AIA

McGriff Architects

1475 15th Street
SF, California 94103
415.525.3561

www.mcgriffarchitects.com

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

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

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

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: 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

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: 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,

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: 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

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

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](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

| www.mcgriffarchitects.com

--

Mariana Mijangos

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

From: [Horn, Jeffrey \(CPC\)](#)
To: [Cordelia Kotin](#)
Cc: [Benjamin McGriff](#)
Subject: RE: 436 Eureka
Date: Wednesday, November 13, 2019 8:36:20 AM
Attachments: [48FD52473D2E4FA8A9F671C585FAC03E.png](#)

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
www.sfplanning.org | [San Francisco Property Information Map](#)

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

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

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](http://1475_FIFTEENTH_STREET)
[SAN FRANCISCO, CA 94103](http://SAN_FRANCISCO_CA_94103)
415.525.3561
www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](http://1475_FIFTEENTH_STREET)

[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com



January, 9, 2020

Jeffrey Horn (formerly assigned to Chris Townes)
jeffrey.horn@sfgov.org | 415-575-9195
Planning Department, City and County of San Francisco
1650 Mission Street, Suite 400,
San Francisco, CA 94103

Project Address: 436 Eureka Street, San Francisco, 94114
Permit Number: 201810092526

Please see following responses to planning comments from October 1st, 2019 from Chris Townes. Please see additional responses to comments sent via email on November 13, 2019 at the end of planning comments response list. Please see additional corrections made to site permit at the end of the document.

Plan Submittal Guidelines:

1. Floor and Roof Plans-
Comment: "However, Demo Plans to demonstrate compliance with PC Sec. 317 is needed."
Response: residential demolition plans shown in new demolition calculations sheet, see A-1.03
2. Sections-
Comment: "However, depict grade as dotted line across Sections."
Response: existing and proposed grade lines depicted in all sections, see sheets A-2.04 & A-2.05
3. Landscaping Plan-
Comment: "However, need to depict required Street Tree at sidewalk."
Response: Street Tree at sidewalk depicted, see sheet A-1.00
4. Material Specifications-
Comment: "Provide a Material Legend that specifies materiality of all elevations."
Response: Existing and Proposed Materials legend provided on all elevations and sections, see sheets A-2.00, A-2.01, A-2.02, A-2.03, A-2.04, A-2.05
5. Renderings-
Comment: "However, please ensure that the renderings fully match the proposed elevations, as there appear to be some discrepancies."
Response: Rendering discrepancies have been corrected to fully match proposed elevations, see T-1.00 & A-3.00

6. Conditional Use Authorization-

Comment: "Demolition Calculations are required to demonstrate that the project does not constitute a "Residential Demolition" pursuant to Planning Code Section 317. If the project constitutes a "Residential Demolition", a Conditional Use Authorization would be required."

Response: Demolition Calculations demonstrate this project does not constitute "Residential Demolition", calculations are provided in new sheet, see A-1.03

Additional Planning Code Requirements:

1. Front Setback - planning code section 132

Comment: "Please add information on adjacent properties."

Response: updated information has been added to adjacent properties, see A-1.00

2. Green Landscaping - planning code section 132(g)

Comment: "20% of required front setback to be landscaped where feasible given garage projection."

Response: 20% of required front setback is depicted, see A-1.20

3. Permeability - planning code section 132(h)

Comment: "50% of required front setback to be permeable where feasible given garage projection."

Response: 50% of required setback for permeability provided, given garage projection. See A-1.20

4. Rooftop Screening - planning code section 141

Comment: "Confirm whether any rooftop mechanical equipment will be provided, if so, provide screening."

Response: no rooftop mechanical equipment will be provided.

5. Parking Screening & Greening - planning code section 142

Comment: "Provide Material Legend that specifies garage door material.:"

Response: material legend provided, see sheet A-2.00

6. Bicycle Parking - planning code section 155.2

Comment: "However, label as "Class 1 Bicycle parking", and provide # of spaces."

Response: Bicycle parking spaces provided and labeled, see sheet A-1.10

7. Curb Cuts - planning code section 155(r)

Comment: "However, dimension curb cut on existing/proposed site plan."

Response: curb cuts dimensions provided on existing and proposed site plans, see sheet A-1.00

8. Height - planning code section 260(A)

Comment: "However, revise height dimensions to be taken at base from "Top of Curb" (not grade at front) and at "top of flat roof" (not parapet). Extend existing/proposed sections at front to "Top of Curb."

Response: Height dimensions on elevations and sections have been revised to show heights at "Top of Curb" and "Top of Flat Roof", see sheets A-2.00, A-2.01, A-2.02, A-2.03, A-2.04, A-2.05

Planning Comments from November, 13, 2019 from Jeffrey Horn to Cordelia Kotin-
see email from November 21, 2019

1. **Comment:** "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.)"

Response: A compromise was reached in between McGriff Architects and SF Planning on November 21, 2019. To allow the previously proposed 9'-6" expansion down to 6'-2" total, and the 7'-5" massing to 3'-10". Plans and Sections have been adjusted accordingly.
See sheets A-1.00, A-1.03, A-1.20, A-1.30, A-1.40, A-1.50, A-2.02, A-2.03, A-2.04

2. **Comment:** "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")."

Response: Existing to remain, proposed materials and operation has been labeled on Proposed Front Elevation windows, see sheet A-2.00

Additional Corrections to site permit -

These corrections were made while revising the site permit set by McGriff staff.

1. **Parapets:**
New 30" tall 1-hour rates parapet walls at proposed property line skylights, per CBC 705.11.
See sheets A-1.00 & A-1.50
2. **Address Correction:**
Correction of adjacent building address at southeast property line. Address has been changed from 426 Eureka Street to 430 Eureka Street on plans, elevations and sections.
See sheets A-1.00, A-2.00, A-2.01, A-2.02, A-2.03, A-2.04

From: [Benjamin McGriff](#)
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Mariana Mijangos](#); [Cordelia Kotin](#)
Subject: Re: 436 Eureka
Date: Thursday, January 16, 2020 9:58:34 AM

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

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

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

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: 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

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: 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,

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: 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

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

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](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

--

Mariana Mijangos

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

www.mcgriffarchitects.com

From: [Horn, Jeffrey \(CPC\)](#)
To: [Cordelia Kotin](#)
Cc: [Benjamin McGriff](#)
Subject: RE: 436 Eureka
Date: Sunday, November 10, 2019 8:37:59 PM

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

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

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
415.525.3561
www.mcgriffarchitects.com

From: [Mariana Mijangos](#)
To: [Horn, Jeffrey \(CPC\)](#)
Cc: [Cordelia Kotin](#); [Benjamin McGriff](#)
Subject: Re: 436 Eureka
Date: Thursday, January 09, 2020 3:13:08 PM
Attachments: [436 Eureka Planning Comments Response.pdf](#)
[436 Eureka Permit Set REV 01.pdf](#)

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

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: 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,

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: 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

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

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](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

[www.mcgriffarchitects.com](#)

--

Cordelia Kotin

McGRIFF ARCHITECTS

[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

[*www.mcgriffarchitects.com*](#)

--

Mariana Mijangos

McGRIFF ARCHITECTS
[1475 FIFTEENTH STREET](#)
[SAN FRANCISCO, CA 94103](#)

415.525.3561

[*www.mcgriffarchitects.com*](#)

APPENDIX A: PLANNING CODE REVIEW

Record No. 2018-015711PRJ

Contact: Christopher Townes | Chris.Townes@sfgov.org | 415-575-9195

436 EUREKA ST

PLAN SUBMITTAL GUIDELINES:

Provided	Not Provided	Not Required	Description & Comment	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General Information	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Title Sheet & Details	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Site Survey	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site Plan	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floor & Roof Plans	However, Demo Plans to demonstrate compliance with PC Sec. 317 is needed.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Elevations	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sections	However, depict grade as dotted line across Sections.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Landscaping Plan	However, need to depict required Street Tree at sidewalk.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Streetscape Plan	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Material Specifications	Provide a Material Legend that specifies materiality of all elevations.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photographs	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Renderings	However, please ensure that the renderings fully match the proposed elevations, as there appear to be some discrepancies.

LAND USE:

Permitted Use	Conditional Use	Planning Code Section & Comment	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	209.1	RH-2
<i>Comments:</i>			

CONDITIONAL USE AUTHORIZATION:

Required	Planning Code Section	
<input checked="" type="checkbox"/>	303	Conditional Use Authorization
<input checked="" type="checkbox"/>	317	Residential Demolition, Merger or Conversion
<i>Comments:</i> Demolition Calculations are required to demonstrate that the project does not constitute a "Residential Demolition" pursuant to Planning Code Section 317. If the project constitutes a "Residential Demolition", a Conditional Use Authorization would be required.		

OTHER REQUIRED APPROVALS:

Required	Planning Code Section	
<input checked="" type="checkbox"/>	311	Neighborhood Notification
<i>Comments:</i> Pursuant to Planning Code Section 311, please note that Neighborhood Notification will be required. Planning admin staff member, William San (William.San@sfgov.org) will be assisting with coordination once ready for processing. Labels and Radius Map will be generated in-house.		

ADDITIONAL PLANNING CODE REQUIREMENTS:

Complies	Does Not Comply	Needs Info	Planning Code Section		Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	121	Lot Area/Width	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	125	FAR Premiums	

APPENDIX A: PLANNING CODE REVIEW

Record No. 2018-015711PRJ

Contact: Christopher Townes | Chris.Townes@sfgov.org | 415-575-9195

436 EUREKA ST

Complies	Does Not Comply	Needs Info	Planning Code Section		Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	132	Front Setback	Please add information on adjacent properties
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	132(g)	Green Landscaping	20% of required front setback to be landscaped where feasible given garage projection.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	132(h)	Permeability	50% of required front setback to be permeable where feasible given garage projection.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	133	Side Setback	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	134	Rear Yard	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	135	Open Space	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	136	Permitted Obstructions	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	139	Bird Safety	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	140	Dwelling Unit Exposure	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	141	Rooftop Screening	Confirm whether any rooftop mechanical equipment will be provided, if so, provide screening.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	142	Parking Screening & Greening	Provide Material Legend that specifies garage door material.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	144	Street Frontage	No change.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	151	Required Off-Street Parking	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	151.1	Off-Street Parking	RTO & RC Only
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	155.2	Bicycle Parking	However, label as "Class 1 Bicycle Parking" and provide # of spaces.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	155(r)	Curb Cuts	However, dimension curb cut on Existing/Proposed Site Plan.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	260(a)	Height	However, revise height dimension to be taken at base from "Top of Curb" (not grade at front) and at top to "top of flat roof" (not parapet). Extend Existing/Proposed Sections at front to top of curb.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	260(b)	Exemptions from Height	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	261	Height Limits	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	270	Bulk	

DEVELOPMENT IMPACT FEES:

Required	Planning Code Section	
<input checked="" type="checkbox"/>	414A	Child-Care for Residential Projects

OTHER REQUIREMENTS:

Provided	N/A	Needs Info	Description	Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Pre-Application Meeting	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Block Book Notification	No BBNs
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Active Enforcement	No active enforcement.