



SAN FRANCISCO PLANNING DEPARTMENT

Discretionary Review Full Analysis

HEARING DATE MAY 28, 2015

Date: May 21, 2015
Case No.: 2013.1762D
Project Address: 372 SUSSEX STREET
Permit Application: 2012.11.26.4748
Zoning: RH-1 (Residential House, One-Family)
40-X Height and Bulk District
Block/Lot: 7555/010
Project Sponsor: Mari Kawaguchi
372 Sussex Street
San Francisco, CA 94131
Staff Contact: Michael Smith – (415) 558-6322
michael.e.smith@sfgov.org
Recommendation: **Do not take DR and approve as proposed**

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

Reception:
415.558.6378

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415.558.6409

Planning
Information:
415.558.6377

PROJECT DESCRIPTION

The project is to construct a 15'-3" rear addition at the basement level for new interior stairs and crawl space, a 15'-3" rear and side addition in-fill with a rear deck at the first story, and a 15'-3" deep new second story and rear decks that are 40' from the face of the one and one-half-story, split level single-family dwelling.

This revised project is being brought back to the Commission as a staff-initiated discretionary review because staff has determined that it is inconsistent with the Commission's decision in DRA-0359 for case No. 2013.1762D. The Commission added three conditions to the approval of the permit in DRA-0359 but the revised project does not comply with the condition that specified that the stair access to the new roof deck be provided by an interior roof hatch or stair bulkhead above the proposed interior stairs. Instead, due to a major revision in the interior plan the stairs that access the roof deck have been relocated to the front of the addition.

SITE DESCRIPTION AND PRESENT USE

The project site is an approximately 28' wide by 84' deep, upsloping lot containing 2,360 square feet, and located on the north side of Sussex Street between Diamond Heights Boulevard and Swiss Avenue. The lot contains a one and one-half-story, split level single-family dwelling that was originally constructed in 1938, per City records.

SURROUNDING PROPERTIES AND NEIGHBORHOOD

The project site is located in the western half of the Glen Park neighborhood, approximately one block east of the Glen Park Recreation Center. The subject block is within an RH-1 Zoning District and residential in character, with the block face containing residences that are primarily two to three stories in height. The adjacent lot to the east (366 Sussex Street) contains a two and one-half story, single-family dwelling, and the DR Requestor’s lot to the west (378 Sussex Street) contains a two-story single-family dwelling.

BUILDING PERMIT APPLICATION NOTIFICATION

TYPE	REQUIRED PERIOD	NOTIFICATION DATES	DR FILE DATE	DR HEARING DATE	FILING TO HEARING TIME
311 Notice	30 days	April 15, 2015 – May 15, 2015	n/a	May 28, 2015	n/a

HEARING NOTIFICATION

TYPE	REQUIRED PERIOD	REQUIRED NOTICE DATE	ACTUAL NOTICE DATE	ACTUAL PERIOD
Posted Notice	10 days	May 18, 2015	May 18, 2015	10 days
Mailed Notice	10 days	May 18, 2015	April 15, 2015	43 days

The Discretionary Review hearing notification was mailed in conjunction with the Section 311 notification mailing.

PUBLIC COMMENT

	SUPPORT	OPPOSED	NO POSITION
Adjacent neighbor(s)		X	
Other neighbors on the block or directly across the street			
Neighborhood groups			

Originally, the adjacent neighbors to the west (Katharine and Andre Yousefi) requested discretionary review of the project. Although Department staff has initiated the current discretionary review request, the original DR requestors remain opposed to the project for the same reasons as before but additionally feel that their privacy concerns have shifted from the rear of the addition, where the stairs were originally proposed, to the front of the addition as a result of the stair relocation (see attached letter).

The adjacent neighbor to the east is also opposed to the project because it adds more mass to the addition and is inconsistent with the Commission’s decision (see attached letter).

DR REQUESTOR

This is a staff-initiated request for Discretionary Review.

DR REQUESTOR'S CONCERNS AND PROPOSED ALTERNATIVES

As stated above, this revised project is being brought back to the Commission as a staff-initiated discretionary review because staff has determined that it is inconsistent with the Commission's decision in DRA-0359 for case No. 2013.1762D.

PROJECT SPONSOR'S RESPONSE

The Project Sponsor has not made any further modifications than discussed below.

PROJECT ANALYSIS

On March 27, 2014, the San Francisco Planning Commission conducted a public hearing on Discretionary Review Application 2013.1762D. The Commission voted +6 -1 to take Discretionary Review and approve the referenced permit subject to the following conditions:

1. Modify the proposed exterior rear stairs to a circular staircase that is at least 4 feet from the west side property line and terminates at the new second story, if permitted by the Department of Building Inspection (DBI). If a circular staircase is not permitted by DBI, there shall be no external access to the rear decks.
2. Remove the proposed east deck adjacent to the new master bedroom.
3. Access to the new roof deck shall be provided by an interior roof hatch or stair penthouse above the proposed interior stairs.

As stated above, this project is being brought back to the Commission as a staff-initiated discretionary review because staff has determined that it is inconsistent with the Commission's decision in DRA-0359, specifically condition #3. Instead of providing an interior roof hatch or stair penthouse minimally above the proposed stairs, the stairs that access the roof deck have been relocated to the front of the addition as a result of a major revision in the interior plan. Staff supports the revised location of the stairs but also recognizes that it is inconsistent with the Commission's action stated above.

The proposed stairs extend approximately 12' from the face of the addition and measure approximately 7.5 feet in width and 9.5 feet in height above the roof at its closest point to the street. The stairs would be set back 26 feet from the existing front building wall. The stairs would be set back four feet from the west side of the building and located towards the center of the roof. This new location was never contemplated during the Department's review of the original project but was necessitated by a major plan change to the floor below. The original floor plan indicated that an existing bedroom that was located at the rear of the building would become an internalized bedroom with no windows but with a potential for a window within a light well. This bedroom was not desirable and did not meet Building Code requirements so the plan was redesigned with the bedrooms relocated to the rear of the plan and the stair circulation

relocated to the interior of the plan. Once the new location of the stairs was determined it made sense to continue that circulation to the roof deck as proposed.

The additional mass that results from the new stair location was viewed by the Department as if it were a vertical addition and because it would be substantially set back from the front of the building it would be minimally visible from the street.

ENVIRONMENTAL REVIEW

The Department has determined that the proposed project is exempt from environmental review, pursuant to CEQA Guideline Sections 15301(1)(4) and 15303(a).

RESIDENTIAL DESIGN TEAM REVIEW

The Department recognizes that the current project is inconsistent with the Commission's decision in DRA-0359, but we also recognize that the current project is an entirely different project than what the Commission previously reviewed. When reviewed on its own merit, the revised addition remains substantially set back from the front of the building therefore the Residential Design Team supports the project as revised.

Under the Commission's pending DR Reform Legislation, the project would be referred to the Commission because it was revised after being previously reviewed by the Commission.

BASIS FOR RECOMMENDATION

This revised project is being brought back to the Commission as a staff-initiated discretionary review because staff has determined that it is inconsistent with the Commission's decision in DRA-0359 for case No. 2013.1762D. However, the Department believes that the current project is an entirely different project than what the Commission previously reviewed and should be reviewed on its own merit. Although the revised location of the rooftop stair access represents new building mass at the front of the addition it is located in an area that would have minimal impact on the character of the existing building and minimal impact on light and air to the adjacent buildings.

RECOMMENDATION:	Do not take DR and approve the project as proposed.
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Attachments:

Design Review Checklist
Block Book Map
Sanborn Map
Aerial Photographs
Context Photos
Section 311 Notice
DR Application
Response to DR Application
3-D Rendering
Reduced Plans

Design Review Checklist

NEIGHBORHOOD CHARACTER (PAGES 7-10)

QUESTION	
The visual character is: (check one)	
Defined	
Mixed	X

Comments: The neighborhood has a mixed visual character comprised of Edwardian buildings with gabled roofs and infill development from the 1930's to the present.

SITE DESIGN (PAGES 11 - 21)

QUESTION	YES	NO	N/A
Topography (page 11)			
Does the building respect the topography of the site and the surrounding area?	X		
Is the building placed on its site so it responds to its position on the block and to the placement of surrounding buildings?	X		
Front Setback (pages 12 - 15)			
Does the front setback provide a pedestrian scale and enhance the street?	X		
In areas with varied front setbacks, is the building designed to act as transition between adjacent buildings and to unify the overall streetscape?			
Does the building provide landscaping in the front setback?	X		
Side Spacing (page 15)			
Does the building respect the existing pattern of side spacing?			X
Rear Yard (pages 16 - 17)			
Is the building articulated to minimize impacts on light to adjacent properties?	X		
Is the building articulated to minimize impacts on privacy to adjacent properties?	X		
Views (page 18)			
Does the project protect major public views from public spaces?			X
Special Building Locations (pages 19 - 21)			
Is greater visual emphasis provided for corner buildings?			X
Is the building facade designed to enhance and complement adjacent public spaces?			X
Is the building articulated to minimize impacts on light to adjacent cottages?			X

Comments: The subject lot slopes up from the street a full level and the subject building has a split level from front to rear. The new addition would be a taller element located at the rear of the building, thus the proposed building scale reinforces the upward slope of the lot. The top floor of the addition would be set back five-feet from the east side property line in acknowledgement that it extends deeper than the adjacent building to the east and respond to the neighboring notch.

BUILDING SCALE AND FORM (PAGES 23 - 30)

QUESTION	YES	NO	N/A
Building Scale (pages 23 - 27)			
Is the building's height and depth compatible with the existing building scale at the street?	X		
Is the building's height and depth compatible with the existing building scale at the mid-block open space?	X		
Building Form (pages 28 - 30)			
Is the building's form compatible with that of surrounding buildings?	X		
Is the building's facade width compatible with those found on surrounding buildings?	X		
Are the building's proportions compatible with those found on surrounding buildings?	X		
Is the building's roofline compatible with those found on surrounding buildings?	X		

Comments: The proposed addition would be set back 27'-6" from the front of the building and extend approximately 10 feet above the existing roof at the rear of the building. The addition would be minimally visible from the street as a result of its setback and height. The building street elevation would remain the same.

ARCHITECTURAL FEATURES (PAGES 31 - 41)

QUESTION	YES	NO	N/A
Building Entrances (pages 31 - 33)			
Does the building entrance enhance the connection between the public realm of the street and sidewalk and the private realm of the building?			X
Does the location of the building entrance respect the existing pattern of building entrances?			X
Is the building's front porch compatible with existing porches of surrounding buildings?			X
Are utility panels located so they are not visible on the front building wall or on the sidewalk?			X
Bay Windows (page 34)			
Are the length, height and type of bay windows compatible with those found on surrounding buildings?			X
Garages (pages 34 - 37)			
Is the garage structure detailed to create a visually interesting street frontage?			X
Are the design and placement of the garage entrance and door compatible with the building and the surrounding area?			X
Is the width of the garage entrance minimized?			X
Is the placement of the curb cut coordinated to maximize on-street parking?			X

Rooftop Architectural Features (pages 38 - 41)			
Is the stair penthouse designed to minimize its visibility from the street?	X		
Are the parapets compatible with the overall building proportions and other building elements?	X		
Are the dormers compatible with the architectural character of surrounding buildings?			X
Are the windscreens designed to minimize impacts on the building's design and on light to adjacent buildings?			X

Comments: The project would not alter the building's street elevation; therefore, the building's entrance, bay window, and garage entrance would remain unchanged.

The proposed vertical addition would include a rooftop deck that would be accessed by new stairs located at the front of the addition. The stair access is utilitarian in nature and includes an open railing. There is an opportunity to make the face of the stairs more architectural but doing so would call more attention to this feature and it would be minimally visible from the street.

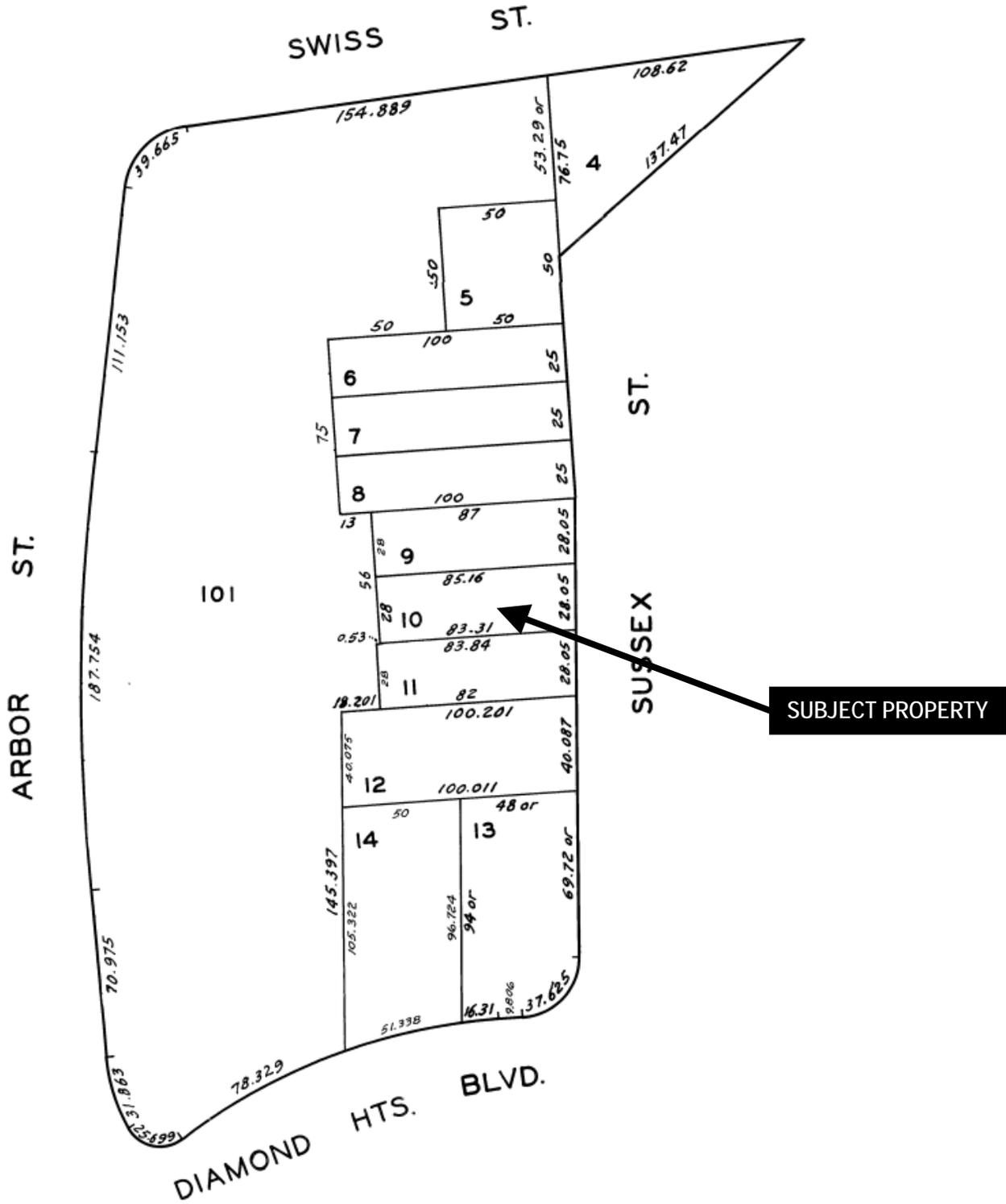
BUILDING DETAILS (PAGES 43 - 48)

QUESTION	YES	NO	N/A
Architectural Details (pages 43 - 44)			
Are the placement and scale of architectural details compatible with the building and the surrounding area?	X		
Windows (pages 44 - 46)			
Do the windows contribute to the architectural character of the building and the neighborhood?	X		
Are the proportion and size of the windows related to that of existing buildings in the neighborhood?	X		
Are the window features designed to be compatible with the building's architectural character, as well as other buildings in the neighborhood?	X		
Are the window materials compatible with those found on surrounding buildings, especially on facades visible from the street?	X		
Exterior Materials (pages 47 - 48)			
Are the type, finish and quality of the building's materials compatible with those used in the surrounding area?	X		
Are the building's exposed walls covered and finished with quality materials that are compatible with the front facade and adjacent buildings?	X		
Are the building's materials properly detailed and appropriately applied?	X		

Comments: As stated above, the face of the new rooftop stair access is utilitarian in nature and represents an opportunity to make this feature more architectural. The addition is otherwise unadorned.

The size and placement of the windows are compatible with the building's overall character. All elevations of the addition will be finished in stucco that matches the existing stucco.

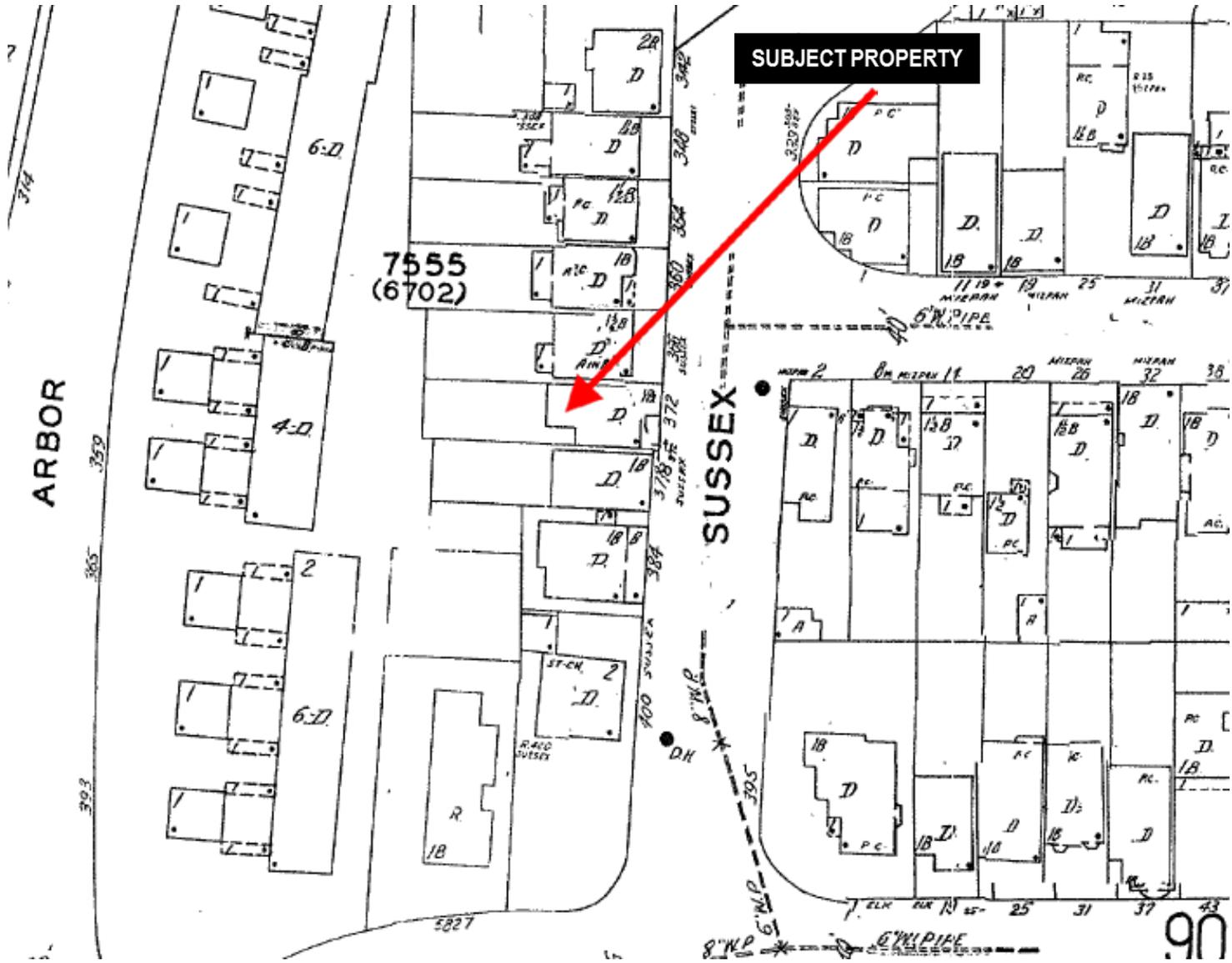
Parcel Map



Discretionary Review Hearing
 Case Number 2013.1762D
 372 Sussex Street



Sanborn Map*



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



Discretionary Review Hearing
Case Number 2013.1762D
372 Sussex Street

Aerial Photo

SUBJECT PROPERTY

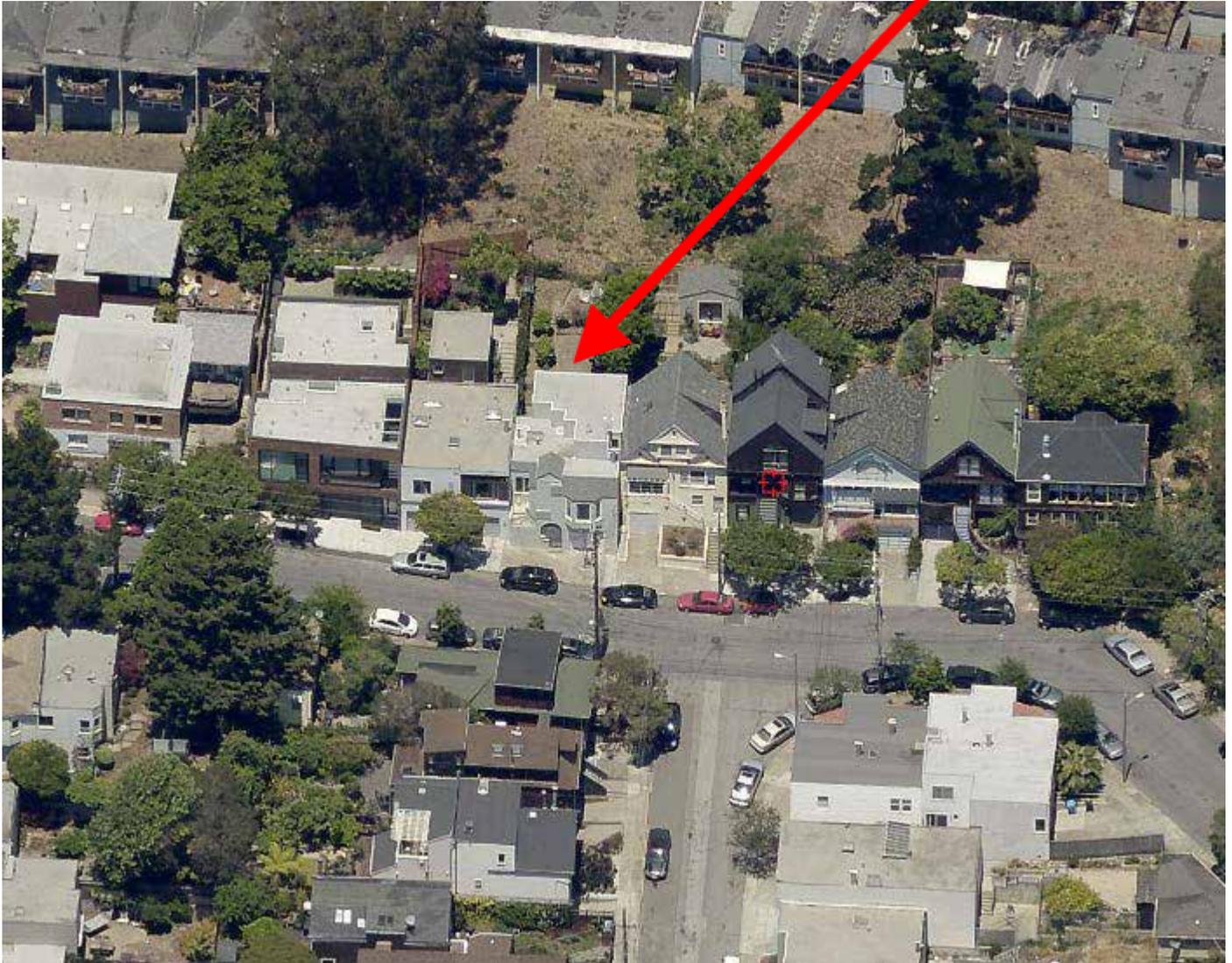


Discretionary Review Hearing
Case Number 2013.1762D
372 Sussex Street



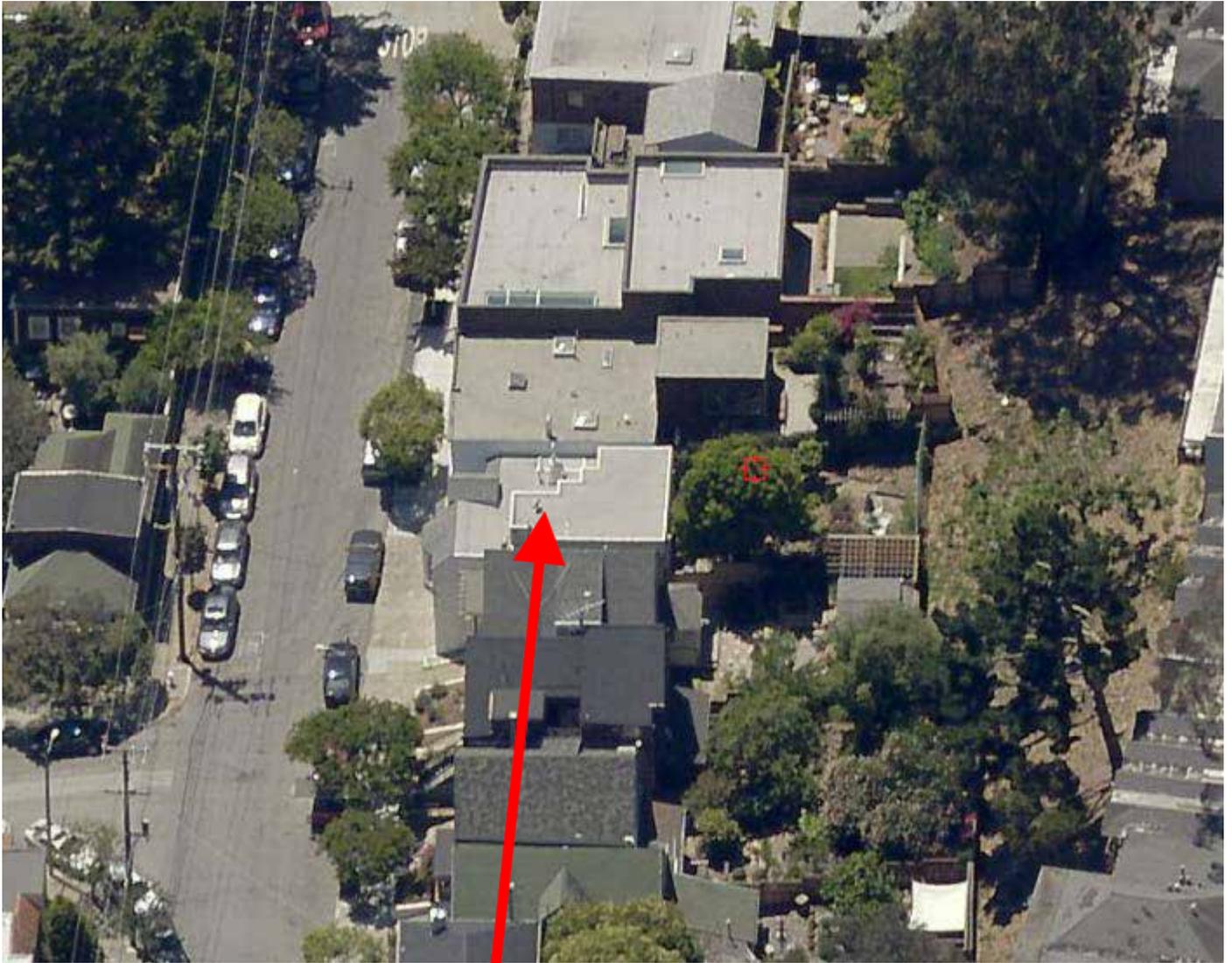
Aerial Photo

SUBJECT PROPERTY



Discretionary Review Hearing
Case Number 2013.1762D
372 Sussex Street

Aerial Photo

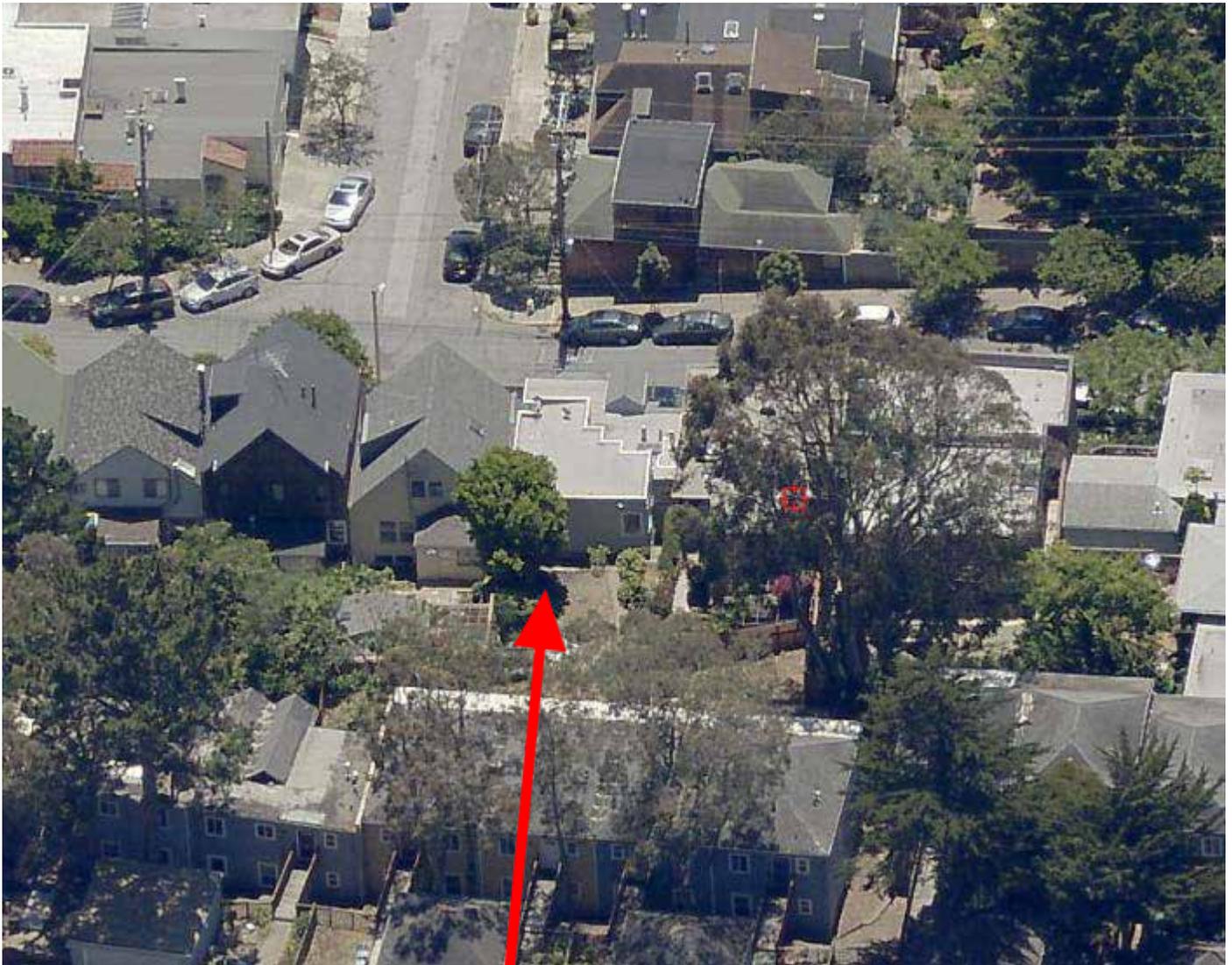


SUBJECT PROPERTY



Discretionary Review Hearing
Case Number 2013.1762D
372 Sussex Street

Aerial Photo



SUBJECT PROPERTY



Discretionary Review Hearing
Case Number 2013.1762D
372 Sussex Street

Aerial Photo



SUBJECT PROPERTY



Discretionary Review Hearing
Case Number 2013.1762D
372 Sussex Street

Site Photo





**SAN FRANCISCO
PLANNING DEPARTMENT**

1650 Mission Street, Suite 400 • San Francisco, CA 94103 • Fax (415) 558-6409

NOTICE OF PUBLIC HEARING

Hearing Date: **Thursday, May 28, 2015**
 Time: **Not before 12:00 PM (noon)**
 Location: **City Hall, 1 Dr. Carlton B. Goodlett Place, Room 400**
 Case Type: **Discretionary Review**
 Hearing Body: **Planning Commission**

PROPERTY INFORMATION	APPLICATION INFORMATION
Project Address: 372 Sussex Street	Case No.: 2013.1762D
Cross Street(s): Diamond Heights/Swiss	Building Permit: 2012.11.26.4748
Block /Lot No.: 7555/010	Applicant: Joshua Wallace
Zoning District(s): RH-1 / 40-X	Telephone: (415) 626-6868
SUD: n/a	E-Mail: josh@mockwallace.com

PROJECT DESCRIPTION

The Request is for Staff-Initiated Discretionary Review of Building Permit Application No. 2012.11.26.4748 proposing to construct a two story addition at the rear of the building with a roof deck above. Staff has initiated discretionary review on the project because it was revised and does not comply with the Commission's decision in DRA-0359 for case No. 2013.1762D. The specific change in question is the location of the stairs to access the roof deck which has been moved to the front of the addition. This hearing was originally scheduled for May 14, 2015 but was continued to May 28, 2015 as indicated above.

This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to Section 31.04(h) of the San Francisco Administrative Code.

ADDITIONAL INFORMATION

ARCHITECTURAL PLANS: If you are interested in viewing the plans for the proposed project please contact the planner listed below. The plans of the proposed project will also be available one week prior to the hearing through the Planning Commission agenda at: <http://www.sf-planning.org>

Members of the public are not required to provide personal identifying information when they communicate with the Commission or the Department. All written or oral communications, including submitted personal contact information, may be made available to the public for inspection and copying upon request and may appear on the Department's website or in other public documents.

FOR MORE INFORMATION, PLEASE CONTACT PLANNING DEPARTMENT STAFF:

Planner: **Michael Smith** Telephone: **(415) 558-6322** E-Mail: michael.e.smith@sfgov.org

中文詢問請電: (415) 575-9010

Para información en Español llamar al: (415) 575-9010

GENERAL INFORMATION ABOUT PROCEDURES

HEARING INFORMATION

You are receiving this notice because you are either a property owner or resident that is adjacent to the proposed project or are an interested party on record with the Planning Department. **You are not required to take any action. For more information regarding the proposed work, or to express concerns about the project, please contact the Applicant or Planner listed on this notice as soon as possible.** Additionally, you may wish to discuss the project with your neighbors and/or neighborhood association as they may already be aware of the project.

Persons who are unable to attend the public hearing may submit written comments regarding this application to the Planner listed on the front of this notice, Planning Department, 1650 Mission Street, Suite 400, San Francisco, CA 94103, by 5:00 pm the day before the hearing. These comments will be made a part of the official public record and will be brought to the attention of the person or persons conducting the public hearing.

Comments that cannot be delivered by 5:00 pm the day before the hearing may be taken directly to the hearing at the location listed on the front of this notice. Comments received at 1650 Mission Street after the deadline will be placed in the project file, but may not be brought to the attention of the Planning Commission at the public hearing.

APPEAL INFORMATION

An appeal of the approval (or denial) of a **building permit application** by the Planning Commission may be made to the **Board of Appeals within 15 calendar days** after the building permit is issued (or denied) by the Director of the Department of Building Inspection. Appeals must be submitted in person at the Board's office at 1650 Mission Street, 3rd Floor, Room 304. For further information about appeals to the Board of Appeals, including current fees, contact the Board of Appeals at (415) 575-6880.

ENVIRONMENTAL REVIEW

This project has undergone preliminary review pursuant to California Environmental Quality Act (CEQA). If, as part of this process, the Department's Environmental Review Officer has deemed this project to be exempt from further environmental review, an exemption determination has been prepared and can be obtained through the Exemption Map, on-line, at www.sfplanning.org. An appeal of the decision **to exempt the proposed project from CEQA may be made to the Board of Supervisors within 30 calendar days** after the project approval action identified on the determination. The procedures for filing an appeal of an exemption determination are available from the Clerk of the Board at City Hall, Room 244, or by calling (415) 554-5184.

Under CEQA, in a later court challenge, a litigant may be limited to raising only those issues previously raised at a hearing on the project or in written correspondence delivered to the Board of Supervisors, Planning Commission, Planning Department or other City board, commission or department at, or prior to, such hearing, or as part of the appeal hearing process on the CEQA decision.

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SAN FRANCISCO PLANNING DEPARTMENT

1650 Mission Street Suite 400 San Francisco, CA 94103

NOTICE OF BUILDING PERMIT APPLICATION (SECTION 311/312)

On **November 26, 2012**, the Applicant named below filed Building Permit Application No. **2012.11.26.4748** with the City and County of San Francisco.

PROPERTY INFORMATION		APPLICANT INFORMATION	
Project Address:	372 Sussex Street	Applicant:	Joshua Wallace
Cross Street(s):	Diamond Heights Blvd. and Swiss	Address:	1108 Bryant Street
Block/Lot No.:	7555/010	City, State:	San Francisco, CA 94103
Zoning District(s):	RH-1 / 40-X	Telephone:	(415) 626-6868

You are receiving this notice as a property owner or resident within 150 feet of the proposed project. You are not required to take any action. For more information about the proposed project, or to express concerns about the project, please contact the Applicant listed above or the Planner named below as soon as possible. If you believe that there are exceptional or extraordinary circumstances associated with the project, you may request the Planning Commission to use its discretionary powers to review this application at a public hearing. Applications requesting a Discretionary Review hearing must be filed during the 30-day review period, prior to the close of business on the Expiration Date shown below, or the next business day if that date is on a week-end or a legal holiday. If no Requests for Discretionary Review are filed, this project will be approved by the Planning Department after the Expiration Date.

Members of the public are not required to provide personal identifying information when they communicate with the Commission or the Department. All written or oral communications, including submitted personal contact information, may be made available to the public for inspection and copying upon request and may appear on the Department’s website or in other public documents.

PROJECT SCOPE		
<input type="checkbox"/> Demolition	<input type="checkbox"/> New Construction	<input checked="" type="checkbox"/> Alteration
<input type="checkbox"/> Change of Use	<input type="checkbox"/> Façade Alteration(s)	<input type="checkbox"/> Front Addition
<input checked="" type="checkbox"/> Rear Addition	<input type="checkbox"/> Side Addition	<input checked="" type="checkbox"/> Vertical Addition
PROJECT FEATURES	EXISTING	PROPOSED
Building Use	Residential	No Change
Front Setback (measured to house)	1 foot, 7 inches	No Change
Side Setback	n/a	No Change
Building Depth	40 feet, 6 inches	56 feet
Building Depth with rear deck/stairs	n/a	62 feet
Rear Yard	42 feet, 3 inches (measured to rear wall)	21 feet (measured to rear deck)
Building Height (measured above curb)	26 feet, 7 inches	36 feet, 6 inches
Number of Stories	1.5 stories over garage	2.5 stories over garage
Number of Dwelling Units	1	No Change
Number of Parking Spaces	1	No Change
PROJECT DESCRIPTION		
<p>The proposal is to construct a two story addition at the rear of the building with a roof deck above. The project is being renoticed because it was revised and is now larger than what was previously noticed to the neighborhood. Also, the Department has determined that the project does not comply with the Commission’s decision in DRA-0359 for case No. 2013.1762D and has staff initiated discretionary review of the project. The discretionary review hearing is scheduled for May 14, 2015 at City Hall, Room 400. Members of the public with unresolved concerns should request their own discretionary review. See attached plans.</p> <p>The issuance of the building permit by the Department of Building Inspection or the Planning Commission project approval at a discretionary review hearing would constitute as the Approval Action for the project for the purposes of CEQA, pursuant to Section 31.04(h) of the San Francisco Administrative Code.</p>		

For more information, please contact Planning Department staff:

Planner: Michael Smith
 Telephone: (415) 558-6322
 E-mail: michael.e.smith@sfgov.org

Notice Date: 4/15/15
 Expiration Date: 5/15/15

中文詢問請電: (415) 575-9010

Para información en Español llamar al: (415) 575-9010

GENERAL INFORMATION ABOUT PROCEDURES

Reduced copies of the proposed project plans have been included in this mailing for your information. If you have questions about the plans, please contact the project Applicant listed on the front of this notice. You may wish to discuss the plans with your neighbors or neighborhood association, as they may already be aware of the project. If you have general questions about the Planning Department's review process, please contact the Planning Information Center at 1660 Mission Street, 1st Floor (415/ 558-6377) between 8:00am - 5:00pm Monday-Friday. If you have specific questions about the proposed project, you should contact the planner listed on the front of this notice.

If you believe that the impact on you from the proposed project is significant and you wish to seek to change the project, there are several procedures you may use. **We strongly urge that steps 1 and 2 be taken.**

1. Request a meeting with the project Applicant to get more information and to explain the project's impact on you.
2. Contact the nonprofit organization Community Boards at (415) 920-3820, or online at www.communityboards.org for a facilitated discussion in a safe and collaborative environment. Community Boards acts as a neutral third party and has, on many occasions, helped reach mutually agreeable solutions.
3. Where you have attempted, through the use of the above steps or other means, to address potential problems without success, please contact the planner listed on the front of this notice to discuss your concerns.

If, after exhausting the procedures outlined above, you still believe that exceptional and extraordinary circumstances exist, you have the option to request that the Planning Commission exercise its discretionary powers to review the project. These powers are reserved for use in exceptional and extraordinary circumstances for projects which generally conflict with the City's General Plan and the Priority Policies of the Planning Code; therefore the Commission exercises its discretion with utmost restraint. This procedure is called Discretionary Review. If you believe the project warrants Discretionary Review by the Planning Commission, **you must file a Discretionary Review application prior to the Expiration Date shown on the front of this notice.** Discretionary Review applications are available at the Planning Information Center (PIC), 1660 Mission Street, 1st Floor, or online at www.sfplanning.org. You must submit the application in person at the Planning Information Center (PIC) between 8:00am - 5:00pm Monday-Friday, with all required materials and a check payable to the Planning Department. To determine the fee for a Discretionary Review, please refer to the Planning Department Fee Schedule available at www.sfplanning.org. If the project includes multiple building permits, i.e. demolition and new construction, a **separate request for Discretionary Review must be submitted, with all required materials and fee, for each permit that you feel will have an impact on you.**

Incomplete applications will not be accepted.

If no Discretionary Review Applications have been filed within the Notification Period, the Planning Department will approve the application and forward it to the Department of Building Inspection for its review.

BOARD OF APPEALS

An appeal of the Planning Commission's decision on a Discretionary Review case may be made to the **Board of Appeals within 15 calendar days after the building permit is issued** (or denied) by the Department of Building Inspection. Appeals must be submitted in person at the Board's office at 1650 Mission Street, 3rd Floor, Room 304. For further information about appeals to the Board of Appeals, including current fees, contact the Board of Appeals at (415) 575-6880.

ENVIRONMENTAL REVIEW

This project has undergone preliminary review pursuant to California Environmental Quality Act (CEQA). If, as part of this process, the Department's Environmental Review Officer has deemed this project to be exempt from further environmental review, an exemption determination has been prepared and can be obtained through the Exemption Map, on-line, at www.sfplanning.org. An appeal of the decision **to exempt the proposed project from CEQA may be made to the Board of Supervisors within 30 calendar days** after the project approval action identified on the determination. The procedures for filing an appeal of an exemption determination are available from the Clerk of the Board at City Hall, Room 244, or by calling (415) 554-5184.

Under CEQA, in a later court challenge, a litigant may be limited to raising only those issues previously raised at a hearing on the project or in written correspondence delivered to the Board of Supervisors, Planning Commission, Planning Department or other City board, commission or department at, or prior to, such hearing, or as part of the appeal hearing process on the CEQA decision.



SAN FRANCISCO PLANNING DEPARTMENT

CEQA Categorical Exemption Determination

PROPERTY INFORMATION/PROJECT DESCRIPTION

Project Address		Block/Lot(s)	
372 Sussex Street		7555/010	
Case No.	Permit No.	Plans Dated	
	2012.11.26.4748	8/5/2013	
<input checked="" type="checkbox"/> Addition/ Alteration	<input type="checkbox"/> Demolition (requires HRER if over 50 years old)	<input type="checkbox"/> New Construction	<input type="checkbox"/> Project Modification (GO TO STEP 7)
Project description for Planning Department approval. The project includes: 1) a 15'-3" rear addition at the basement level for new interior stairs and crawl space; 2) a 15'-3" rear and side (in fill) addition with a rear deck at the first story; 3) and a 15'-3" deep new second story and rear decks 40' from face of the one & one-half-story, split level single-family dwelling that is located on an upsloping lot.			

STEP 1: EXEMPTION CLASS

TO BE COMPLETED BY PROJECT PLANNER

Note: If neither class applies, an <i>Environmental Evaluation Application</i> is required.	
<input checked="" type="checkbox"/>	Class 1 – Existing Facilities. Interior and exterior alterations; additions under 10,000 sq. ft.; change of use if principally permitted or with a CU.
<input type="checkbox"/>	Class 3 – New Construction. Up to three (3) new single-family residences or six (6) dwelling units in one building; commercial/office structures; utility extensions.
<input type="checkbox"/>	Class__

STEP 2: CEQA IMPACTS

TO BE COMPLETED BY PROJECT PLANNER

If any box is checked below, an <i>Environmental Evaluation Application</i> is required.	
<input type="checkbox"/>	Transportation: Does the project create six (6) or more net new parking spaces or residential units? Does the project have the potential to adversely affect transit, pedestrian and/or bicycle safety (hazards) or the adequacy of nearby transit, pedestrian and/or bicycle facilities?
<input type="checkbox"/>	Air Quality: Would the project add new sensitive receptors (specifically, schools, day care facilities, hospitals, residential dwellings, and senior-care facilities) within an air pollution hot spot? (refer to EP_ArcMap > CEQA Catex Determination Layers > Air Pollution Hot Spots)
<input type="checkbox"/>	Hazardous Materials: Any project site that is located on the Maher map or is suspected of containing hazardous materials (based on a previous use such as gas station, auto repair, dry cleaners, or heavy manufacturing, or a site with underground storage tanks): Would the project involve soil disturbance of any amount or a change of use from industrial to commercial/residential? If yes, should the applicant present documentation of a completed Maher Application that has been submitted to the San Francisco Department of Public Health (DPH), this box does not need to be checked, but such documentation must be appended to this form. In all other circumstances, this box must be checked and the project applicant must submit an Environmental Application with a Phase I Environmental Site Assessment and/or file a Maher Application with DPH. (refer to EP_ArcMap > Maher layer.)

<input type="checkbox"/>	Soil Disturbance/Modification: Would the project result in soil disturbance/modification greater than two (2) feet below grade in an archeological sensitive area or eight (8) feet in a non-archeological sensitive area? (refer to EP_ArcMap > CEQA Catex Determination Layers > Archeological Sensitive Area)
<input type="checkbox"/>	Noise: Does the project include new noise-sensitive receptors (schools, day care facilities, hospitals, residential dwellings, and senior-care facilities) fronting roadways located in the noise mitigation area? (refer to EP_ArcMap > CEQA Catex Determination Layers > Noise Mitigation Area)
<input type="checkbox"/>	Subdivision/Lot Line Adjustment: Does the project site involve a subdivision or on a lot with a slope average of 20% or more? (refer to EP_ArcMap > CEQA Catex Determination Layers > Topography)
<input type="checkbox"/>	Slope = or > 20%: Does the project involve excavation of 50 cubic yards of soil or more, square footage expansion greater than 1,000 sq. ft., shoring, underpinning, retaining wall work, or grading on a lot with a slope average of 20% or more? <i>Exceptions: do not check box for work performed on a previously developed portion of site, stairs, patio, deck, or fence work.</i> (refer to EP_ArcMap > CEQA Catex Determination Layers > Topography) If box is checked, a geotechnical report is required and a Certificate or higher level CEQA document required
<input type="checkbox"/>	Seismic: Landslide Zone: Does the project involve excavation of 50 cubic yards of soil or more, square footage expansion greater than 1,000 sq. ft., shoring, underpinning, retaining wall work, grading –including excavation and fill on a landslide zone – as identified in the San Francisco General Plan? <i>Exceptions: do not check box for work performed on a previously developed portion of the site, stairs, patio, deck, or fence work.</i> (refer to EP_ArcMap > CEQA Catex Determination Layers > Seismic Hazard Zones) If box is checked, a geotechnical report is required and a Certificate or higher level CEQA document required
<input type="checkbox"/>	Seismic: Liquefaction Zone: Does the project involve excavation of 50 cubic yards of soil or more, square footage expansion greater than 1000 sq ft, shoring, underpinning, retaining wall work, or grading on a lot in a liquefaction zone? <i>Exceptions: do not check box for work performed on a previously developed portion of the site, stairs, patio, deck, or fence work.</i> (refer to EP_ArcMap > CEQA Catex Determination Layers > Seismic Hazard Zones) If box is checked, a geotechnical report will likely be required
<input type="checkbox"/>	Serpentine Rock: Does the project involve any excavation on a property containing serpentine rock? <i>Exceptions: do not check box for stairs, patio, deck, retaining walls, or fence work.</i> (refer to EP_ArcMap > CEQA Catex Determination Layers > Serpentine)
If no boxes are checked above, GO TO STEP 3. <u>If one or more boxes are checked above, an <i>Environmental Evaluation Application</i> is required.</u>	
<input checked="" type="checkbox"/>	Project can proceed with categorical exemption review. The project does not trigger any of the CEQA impacts listed above.
Comments and Planner Signature (optional):	

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

PROPERTY IS ONE OF THE FOLLOWING: (refer to Parcel Information Map)	
<input type="checkbox"/>	Category A: Known Historical Resource. GO TO STEP 5.
<input checked="" type="checkbox"/>	Category B: Potential Historical Resource (over 50 years of age). GO TO STEP 4.
<input type="checkbox"/>	Category C: Not a Historical Resource or Not Age Eligible (under 50 years of age). GO TO STEP 6.

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

Check all that apply to the project.	
<input type="checkbox"/>	1. Change of use and new construction. Tenant improvements not included.
<input type="checkbox"/>	3. Regular maintenance or repair to correct or repair deterioration, decay, or damage to building.
<input type="checkbox"/>	4. Window replacement that meets the Department's <i>Window Replacement Standards</i> . Does not include storefront window alterations.
<input type="checkbox"/>	5. Garage work. A new opening that meets the <i>Guidelines for Adding Garages and Curb Cuts</i> , and/or replacement of a garage door in an existing opening that meets the Residential Design Guidelines.
<input type="checkbox"/>	6. Deck, terrace construction, or fences not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	7. Mechanical equipment installation that is not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	8. Dormer installation that meets the requirements for exemption from public notification under <i>Zoning Administrator Bulletin No. 3: Dormer Windows</i> .
<input checked="" type="checkbox"/>	9. Addition(s) that are not visible from any immediately adjacent public right-of-way for 150 feet in each direction; does not extend vertically beyond the floor level of the top story of the structure or is only a single story in height; does not have a footprint that is more than 50% larger than that of the original building; and does not cause the removal of architectural significant roofing features.
Note: Project Planner must check box below before proceeding.	
<input type="checkbox"/>	Project is not listed. GO TO STEP 5.
<input type="checkbox"/>	Project does not conform to the scopes of work. GO TO STEP 5.
<input type="checkbox"/>	Project involves four or more work descriptions. GO TO STEP 5.
<input type="checkbox"/>	Project involves less than four work descriptions. GO TO STEP 6.

STEP 5: CEQA IMPACTS – ADVANCED HISTORICAL REVIEW
TO BE COMPLETED BY PRESERVATION PLANNER

Check all that apply to the project.	
<input type="checkbox"/>	1. Project involves a known historical resource (CEQA Category A) as determined by Step 3 and conforms entirely to proposed work checklist in Step 4.
<input type="checkbox"/>	2. Interior alterations to publicly accessible spaces.
<input type="checkbox"/>	3. Window replacement of original/historic windows that are not "in-kind" but are consistent with existing historic character.
<input type="checkbox"/>	4. Façade/storefront alterations that do not remove, alter, or obscure character-defining features.
<input type="checkbox"/>	5. Raising the building in a manner that does not remove, alter, or obscure character-defining features.
<input type="checkbox"/>	6. Restoration based upon documented evidence of a building's historic condition, such as historic photographs, plans, physical evidence, or similar buildings.
<input type="checkbox"/>	7. Addition(s) , including mechanical equipment that are minimally visible from a public right-of-way and meet the <i>Secretary of the Interior's Standards for Rehabilitation</i> .

<input type="checkbox"/>	8. Other work consistent with the <i>Secretary of the Interior Standards for the Treatment of Historic Properties</i> (specify or add comments):
<input type="checkbox"/>	9. Reclassification of property status to Category C. (Requires approval by Senior Preservation Planner/Preservation Coordinator) a. Per HRER dated: _____ (attach HRER) b. Other (specify):
Note: If ANY box in STEP 5 above is checked, a Preservation Planner MUST check one box below.	
<input type="checkbox"/>	Further environmental review required. Based on the information provided, the project requires an <i>Environmental Evaluation Application</i> to be submitted. GO TO STEP 6.
<input type="checkbox"/>	Project can proceed with categorical exemption review. The project has been reviewed by the Preservation Planner and can proceed with categorical exemption review. GO TO STEP 6.
Comments (optional):	
Preservation Planner Signature:	

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

<input type="checkbox"/>	Further environmental review required. Proposed project does not meet scopes of work in either (check all that apply): <input type="checkbox"/> Step 2 – CEQA Impacts <input type="checkbox"/> Step 5 – Advanced Historical Review STOP! Must file an <i>Environmental Evaluation Application</i>.	
<input checked="" type="checkbox"/>	No further environmental review is required. The project is categorically exempt under CEQA.	
	Planner Name: Doug Vu	Signature or Stamp: <div style="font-size: 2em; font-weight: bold; text-align: center;">Doug Vu</div> <div style="font-size: 0.8em; text-align: right; margin-top: 5px;"> Digitally signed by Doug Vu DN: dc=org, dc=sfgov, dc=cityplanning, ou=CityPlanning, ou=Current Planning, cn=Doug Vu, email=Doug.Vu@sfgov.org Date: 2013.09.18 11:25:55 -0700 </div>
	Project Approval Action: Building Permit *If Discretionary Review before the Planning Commission is requested, the Discretionary Review hearing is the Approval Action for the project.	
Once signed or stamped and dated, this document constitutes a categorical exemption pursuant to CEQA Guidelines and Chapter 31 of the Administrative Code. In accordance with Chapter 31 of the San Francisco Administrative Code, an appeal of an exemption determination can only be filed within 30 days of the project receiving the first approval action.		

May 14th 2015

To Michael Smith

Re: Building Permit Application No. 2012.11.26.4748.
Property: 372 Sussex Street.

We have decided not to file a second DR for the 372 Sussex Street new 311. We do not want to be in front of the Commission again with a new DR to complain about the same issues as cited in the DR of April 27th 2014. We hope with the staff Initiated DR the directive recommended by the Commission will be upheld.

Our complaints at the hearing last year were in regard to overall massing, privacy to the East and orientation on the property line to the West. The 30ft plus wall of stucco proposed on our property line coupled with this new stair block will have even more of a negative impact on our home. This is a completely new plan and interior layout/usage and the issues remain the same. The new 311 notice had to be reposted because this redesign is even bigger than before. The whole purpose of the previous DR was to reduce the massing not increase it and to remove privacy issues not relocate them.

The project Sponsor has just moved the massing from the back of the extension to the front and in the process has managed to move the privacy issue that was to the East to the West. The new interior/exterior staircase block to the roof will provide a grandstand view into our bedroom. In addition this new massing will take even more light from our home to the West.

The Commission gave a very clear directive as to how to reduce the massing and access the roof deck, by removing the rear stairs and continuing up one more level above the previously proposed interior stairs with an interior roof hatch or stair penthouse.

It isn't clear how the Sponsor managed to completely misinterpret the directive even though there was an issue with egress in the previous design. With some discussion and compromise this could have been solved without making such drastic changes and making a feature out of the roof access. There are some very good examples of unobtrusive roof deck access around the Glen Park neighborhood.

This new proposal may fit within the RDG except for the privacy issue, but they are just that, guidelines, and each project should be designed to work with the landscape of the lot and how it relates to neighboring properties. That is what we did and other neighbors have done. The same consideration should be applied to this project.

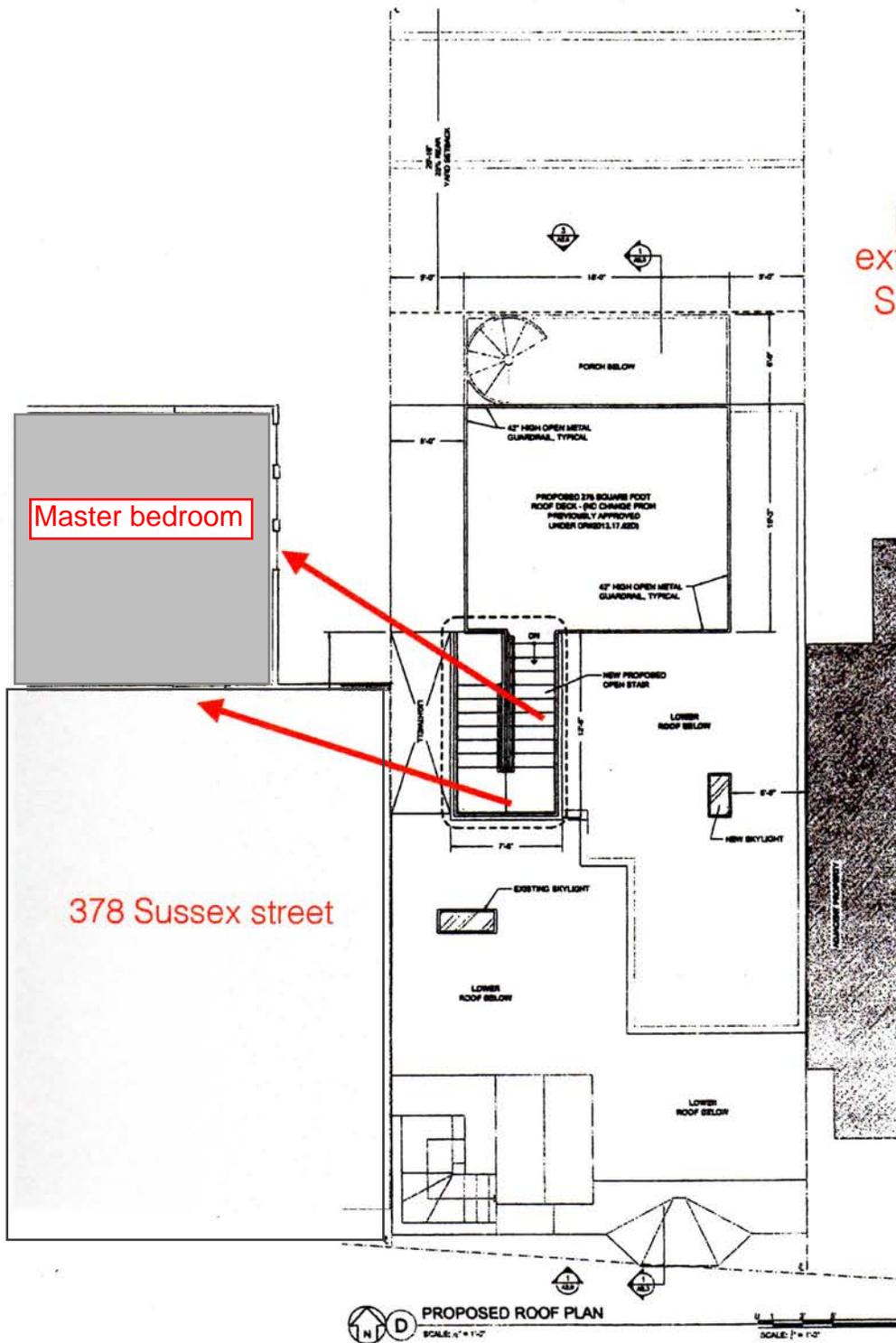
Sincerely

Katharine and Andre Yousefi
(owners of 378 Susses St. Property to the West)

Summary of issues for reissued 311 at 372 Sussex St

- The Sponsor has not followed the directive given by the Commission from April 27th 2014
- The issues remain the same.
- Privacy issue has been moved from the East to the West of the property.
- This new plan has increased the massing. The directive given was to decrease the massing.
- The 30ft plus stucco wall on the property line will take too much light and create a dark corridor for our property to the West. The new stair block will add to this problem.
- This proposal has not been designed to work with the landscape or neighboring property to the West.

View from the proposed new exterior stair to 378 Sussex bedroom windows



To: Michael Smith

May 16, 2015

City Planner
San Francisco Planning Department

Dear Mr. Smith,

Re: Building Permit Application No. 2012.11.26.4748./ Property: 372 Sussex Street

At the DR hearing on April 27, 2014 for the above mentioned property, the Planning Commission issued a list of directives to the Sponsor to modify the design. The design currently filed under the new 311 notice goes against the Commissioners' recommendations on the following issues:

- The Commissioners gave a very clear directive to the Sponsor to remove the exposed roof access stair due to massing and privacy issues: In the current proposal the Sponsor completely redesigned the entire addition layout and made the stair access even greater in mass and more exposed.
- The Commissioners gave a clear directive that this exposed north access stair to the roof deck is to be removed and that the internal stair be utilized for the roof deck access: in the new design the Sponsor made the roof access stair bigger, more obtrusive and even more exposed. It is now an eyesore visible from the front on Sussex Street.
- Instead of following the Commissioners directives and utilizing the proposal that was reviewed by the Commission, The Sponsor redesigned the entire layout making massing of the new addition, bigger in gross square feet and causing yet another 311 notice to be filed.

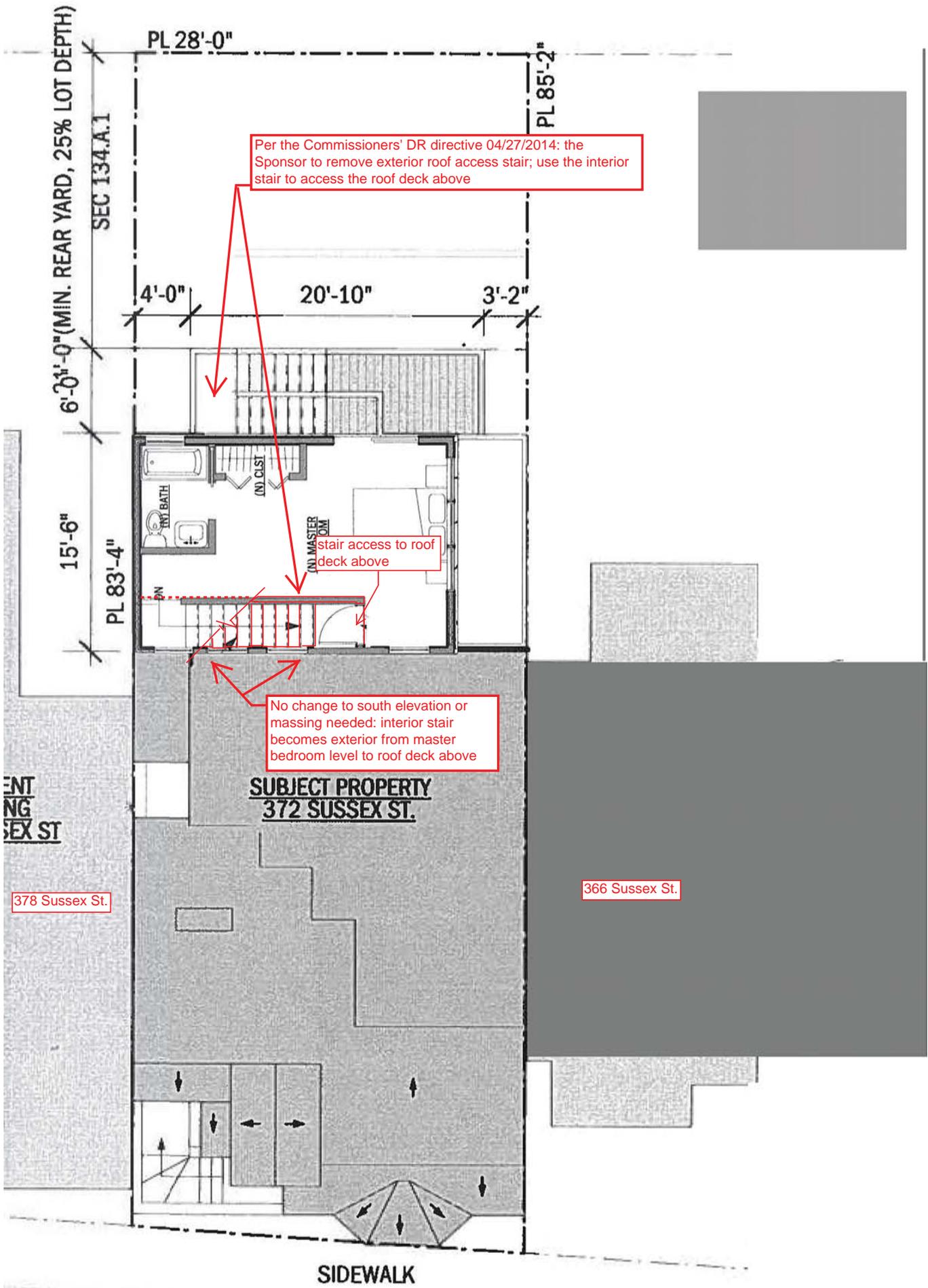
Attached plan demonstrates how the Sponsor could have achieved an access to the roof deck following the Commissioners' directives and utilizing the previous design. As the Commissioners recommended, it is achieved by utilizing internal stair to access the roof and without any need for roof hatch or penthouse. There are many good examples of these discreet roof stairs in Glen Park neighborhood that achieve access to the roof and are also mindful of the impact to the adjoining neighbors.

The Sponsor indicated to the Planning Department that the wholesale redesign was necessary due to the lower level egress issue with the previous design. That is incorrect: the egress issue could have been resolved by setting back from the 378 Sussex Street along the west property boundary, as I've demonstrated on the plan diagram submitted for the previous DR.

In conclusion, I am requesting that the Planning Commissioners' directives given to the Sponsor during the April 27, 2014 hearing be upheld and that the Planning Department staff does not approve the current design submitted under the new 311 notice.

Sincerely,

Zorana Bosnic
(the owner of the adjoin 366 Sussex Street property)



372 Sussex St. - Master Bedroom access to roof terrace utilizing interior stair 05/15/2015

Mari Kawaguchi
372 Sussex Street
San Francisco, CA 94131

May 18, 2015

Dear President Fong and Commissioners:

My name is Mari Kawaguchi and I am scheduled for a Commission hearing due to a technicality that automatically requires a 311 re-notice and a mandatory DR. It was my intent to be able to complete the DR Actions without having another hearing, however, the current Planning process would not allow for this.

I'd like to take a moment to provide a brief recap of my project that was presented on March 27, 2014. I have also enclosed a DVD of the hearing DR hearing for your convenience. The hearing starts at 05:34:46.

As a brief introduction, I am proud to be a third generation San Franciscan as my grandparents moved to San Francisco in the 1915's and my parents also made this wonderful city their home. I am a native of San Francisco, grew up in the Sunset district and graduating from Cal Berkeley. I have made San Francisco my home living at the 372 Sussex for over 27 years so I am not a newbie on the block. My home is a 1930's style home with high ceilings and small rooms like Victorian.

This addition is important to me for three main reasons.

- First, my Dad is getting older and I need space for my Dad can stay with me for extended periods of time and cousins, grand kids can visit with their grandfather to pass on the rich culture.
- Second, this addition has always been my dream for me and the family. I've worked hard and saved up enough money to make this additional a reality.

I cannot wait to stand on the roof to take in the fresh air, enjoy the views and watch the stars and meteorites. Dreams can come true in San Francisco since creating family size multi-generational housing is a priority for the city.

- Third, I need to address several issues such as black mold and drainage issues.

As a brief project summary, my project journey started over two and a half years ago. The purpose of my project is to construct a modest and simple two-story addition that is 40 feet from front of the house.

In the previous DR hearing held **March 27th, 2014**, the Recommendation by planning staff was not take DR and approve the project as proposed. Planning Commission took DR and approved the building permit application subject to three conditions.

1. Modify the proposed exterior rear stairs to a circular staircase that is at least 4 feet from the west property line and terminates at the new second story
2. Remove the proposed east deck adjacent to the new master bedroom.
3. Access to the new roof deck shall be provided by an interior roof hatch or stair penthouse above the proposed interior stairs.

The first two conditions were easily addressed.

The third item turned out to be more difficult. After the DR hearing, I met with the Planner Doug Vu and he advised there was a bedroom egress issue that he should have caught as part of the plan reviews. As a result of this oversight, he advised to change the interior plans to address the egress issue and to create an interior stairs to the roof deck.

Taking into account the suggestions of the Planning Commission, and personally following up with the building department, I was able determine that a centralized stairs within the existing structure would be a doable option. This solution would allow me move the exterior stairs into the existing building to address the concerns of the rear stairs. Although a stair penthouse was approved by the Planning Commission, I decided to go with an open stairs to the roof to minimize any perceived impacts.

To create an open stairs to the roof deck, a 44 square feet would be required to take the stairs to the roof deck. Although the Planning Commission approved a stair penthouse to the roof deck, I decided to remove the penthouse and replace with an open stairs since this was the request of the neighbors per Planner Doug Vu. The overall volume of the addition is less than what was previously approved since I gave back square footage.

As part of the revised design, there are three key elements.

1. **Gave back 50 square feet** so the net square footage is less than what was previously approved
2. **Increased** the western light well so that is **3 times bigger** than what was previously approved in the DR hearing.

This provides a setback on the west side of the building to ensure no impacts to the neighbor's foundation.

3. **Moved** the circular stairs from approved **4 feet to 5 feet** for further neighbor considerations.

The Residential Design Team has reviewed the revised design and the plans meet the Residential Design Guidelines and code.

RDT Comments:

1. The proposed roof-top open stair structure is compatible with the existing building scale t the street, as it would be minimally visible from the street (RDGs, pages 24-25)
2. The proposed roof-top stair structure would be compatible with the existing building scale a the mid-block open space (RDGs, pages 25-27) and would have minimal impacts on light and privacy to the adjacent properties (RDGs, pages 16-17)

Refer to **Figure 1.0** - Existing View of 372 Sussex Street (pictures 1,2,3), and Proposed view showing Approved addition and proposed open stair (pictures 4,5,6)

Figure 2.0 - Renderings of the Proposed Open Stair and Roof Deck (pictures, 7 thru 10)

Figure 3.0 – Renderings of the Approved Addition and Roof Deck

Although the revised plans meet Residential Design Guidelines, I am required to do another 311 notification and a Mandatory DR due to a technicality that the square footage is above what was originally 311 notified even though the Planning Commission approved a stair penthouse to the roof deck. A stair penthouse per guidelines requires a 311 notification and requires a mandatory Discretionary Review.

In summary, numerous changes have been made to this project to take the neighbor's feedback into account. There are no exceptional or extraordinary circumstances. I have acted in good faith and have worked diligently to take the neighbor's and the neighborhood into consideration without making this project too expensive to build.

The project complies with all applicable provisions of the Planning Code and Residential Design Guidelines. I am proud to be a third generation San Franciscan and to live in San Francisco. Dreams can come true in San Francisco since multi-generational housing is a priority for the city.

I am asking that the Board for two actions.

1. Please approve my project so I can build a multi-generational house that that my Dad can enjoy in his lifetime.
2. Please re-consider the \$4,038 Planning expense that I was improperly required to incur for an unnecessary Mandatory DR by reimbursing me for the full amount.

Coming out of the last Discretionary Review, the Planning Commission approved a stair penthouse to the roof deck and the intent was to move the exterior stairs to the inside and the approved envelope would have to get bigger. I feel the Planning expense is injustice and inappropriate.

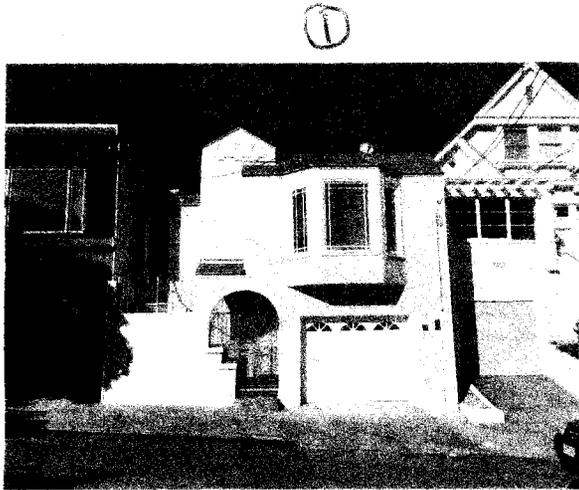
Sincerely,



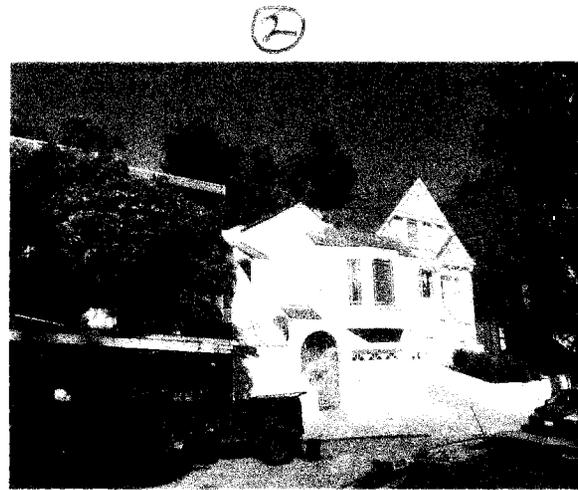
Mari Kawaguchi

372 Sussex Street Sponsor and Owner

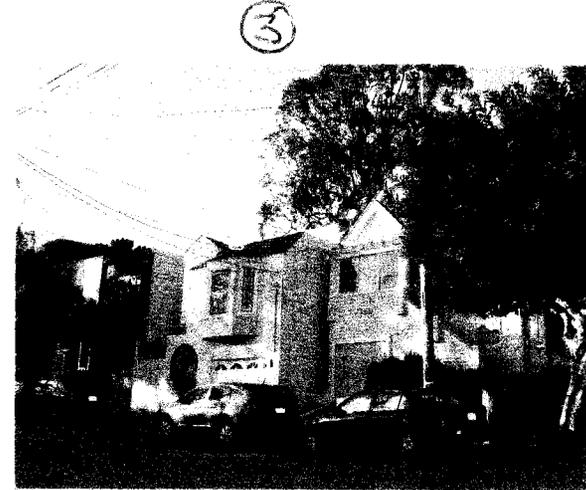
Figure 1.0 - Existing View of 372 Sussex (Pictures 1, 2, 3)



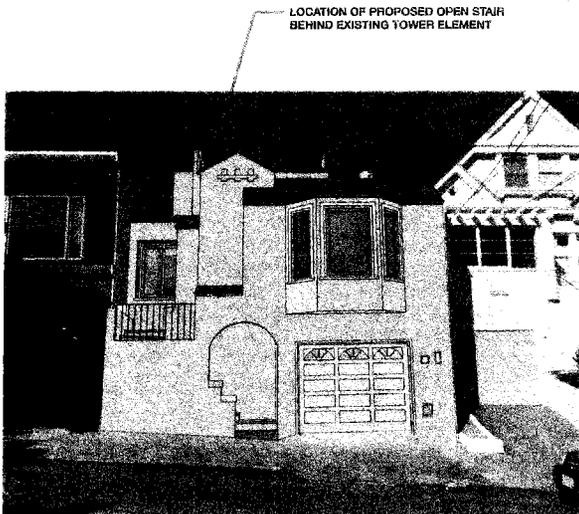
EXISTING VIEW OF SUBJECT PROPERTY



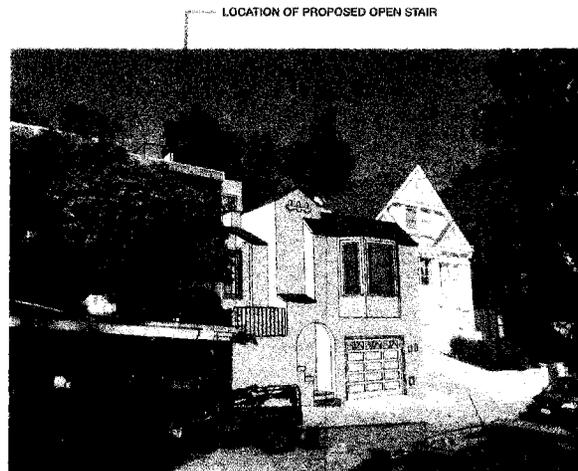
EXISTING VIEW OF SUBJECT PROPERTY



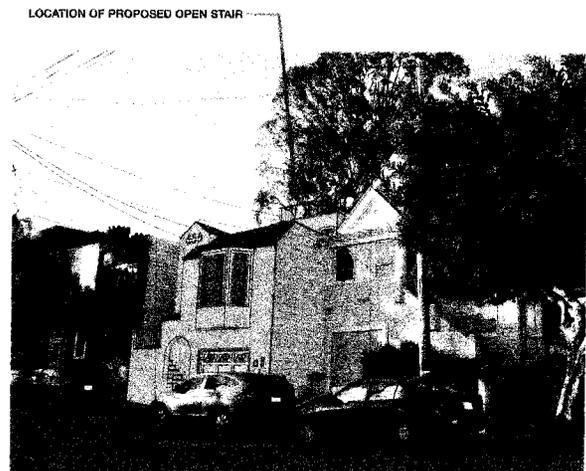
EXISTING VIEW OF SUBJECT PROPERTY



PROPOSED VIEW SHOWING APPROVED ADDITION AND PROPOSED OPEN STAIR



PROPOSED VIEW SHOWING APPROVED ADDITION AND PROPOSED OPEN STAIR



PROPOSED VIEW SHOWING APPROVED ADDITION AND PROPOSED OPEN STAIR



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372 SUSSEX STREET
 SAN FRANCISCO CA, 94131
 BLOCK 7655 LOT 010

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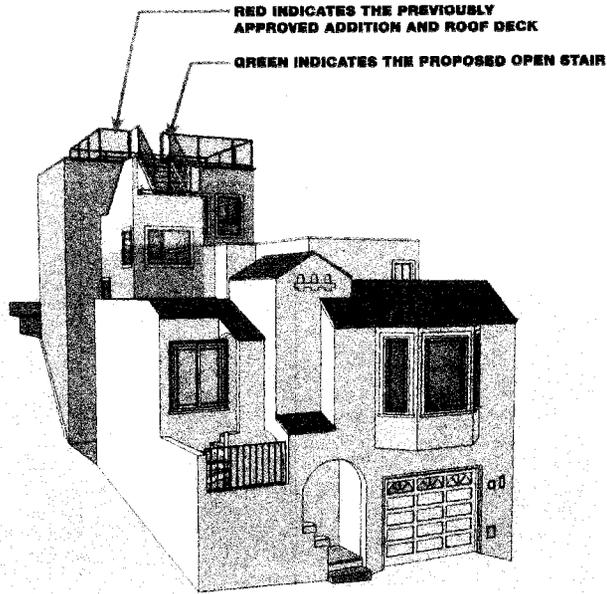
EXISTING AND PROPOSED CONDITIONS

A0.2

Figure 2.0 - Renderings of Proposed View Showing Approved Addition and Proposed Open Stairs (Pictures 4, 5, 6)

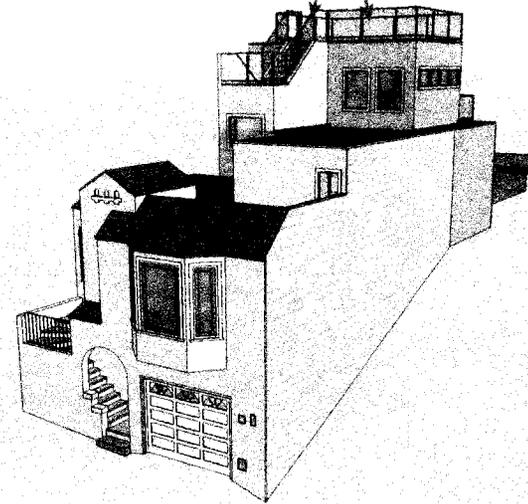
Figure 3.0 – Renderings of the Approved Addition, noted in RED, and Proposed Open Stairs, noted in Green - (Pictures 7 thru 10)

7



RED INDICATES THE PREVIOUSLY APPROVED ADDITION AND ROOF DECK
GREEN INDICATES THE PROPOSED OPEN STAIR

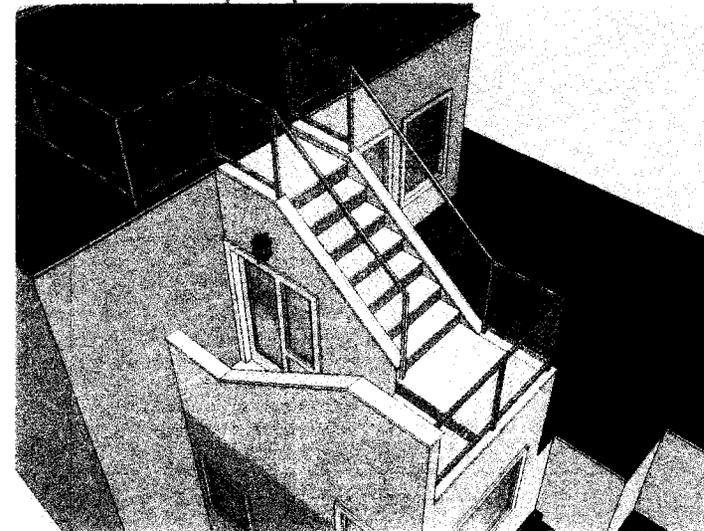
8



RED INDICATES THE PREVIOUSLY APPROVED ADDITION AND ROOF DECK
GREEN INDICATES THE PROPOSED OPEN STAIR

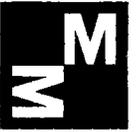


RED INDICATES THE PREVIOUSLY APPROVED ADDITION AND ROOF DECK
GREEN INDICATES THE PROPOSED OPEN STAIR



9

10



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372 SUSSEX STREET
SAN FRANCISCO CA, 94131

BLOCK: 7555 LOT: 010

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PROJECT NUMBER: 15002.00
PRINT DATE: 2-18-15

3D RENDERINGS

A0.3

Discretionary Review Hearing: March 27, 2014

Case No: 2013.176342D

Quotes from DR Hearing; Refer to attached DVD – 372 Sussex DR hearing – starting at 05:34:46.

Commissioner Moore

- I would suggest that stair is resolved internally by doing -- by placing the stair in the same place as the stair from the second -- from the first to the second, from the second to the third, and then to the roof deck. That you'll either have a hatch or a small penthouse which indeed would very much minimize the impact of the building on the backyard and how it interferes with the side line on the rear of the building and that is the objection of the other property owners.
- It's up to you. I think a small penthouse is fine given this building is so far back, nobody will see that.

Commissioner Hillis

- I think the massing of the addition is fine. It seems like you were farther to the north and shrunk to the south but eliminated the side setbacks. Very similar to the last project. There's seems to be an abundance of decks and stairs that makes this seem like a larger addition than it actually is.

Commissioner Suguya

- At the rear at the exterior stair well, we're eliminating the scissor stairway and allowing a circular stairway to go in that space.

Commissioner Antonini

- Agree, with the Commissioner. I think it's a good project. I don't think it has to be significantly changed but the idea of an externally visible staircase, you don't see it too often with residences. Usually it's interior, and if it's possible to do that without adding significantly to the cost of the project, even if the bulk becomes slightly more than it is now to accommodate the staircase, the end result is going to be the same, but you're not going to see this visible staircase there

Delvin Washington

- I do believe this is a single family resident that a spiral staircase could be an option. We could clarify that. I try not to make it a habit of quoting building code
- We're going to remove the rear stairway off the back portion of the house with the option of possibly working with a circular stairway, then adjust the interior stairway to allow interior access to the roof
- And then -- the planner and I will work with Commissioner Moore and the sponsor architect for the clarification as necessary.
- Commissioner Moore- It's up to you. I think a small penthouse is fine given this building is so far back, nobody will see that.
- Delvin - I don't know building code to the point where if it can be allowed with a hatch or if they need a penthouse.

Motion: There is a motion and second to take the DR and modify the rear stair creating internal access to the roof deck and eliminating the east deck off the master bedroom

From: Makawaguch <Makawaguch@aol.com>

To: michael.e.smith <michael.e.smith@sfgov.org>

Cc: planning <planning@rodnevfong.com>; cwu.planning <cwu.planning@gmail.com>; wordweaver21 <wordweaver21@aol.com>; richhillissf <richhillissf@yahoo.com>; christine.d.johnson <christine.d.johnson@sfgov.org>; mooreurban <mooreurban@aol.com>; commissions.secretary <commissions.secretary@sfgov.org>; scott.sanchez <scott.sanchez@sfgov.org>; dan.sider <dan.sider@sfgov.org>; jeff.joslin <jeff.joslin@sfgov.org>; angela.huisman <angela.huisman@sfgov.org>; john.rahaim <john.rahaim@sfgov.org>; delvin.washington <delvin.washington@sfgov.org>

Subject: Re: Case No: 2013.1762D , Permit: 2012.11.26.4748, 372 Sussex Street

Date: Mon, May 18, 2015 3:34 pm

Attachments: Michael Smith email 5-18 design element request.pdf (641K)

Dear Michael:

The purpose of the May 28th hearing is to finalize my project in public and I want a decision without any further contact with the Planning staff trying to design my project against my wishes and at my expense. This response is in reference to this email and the attached email that I received earlier today, May 18th at 10:38 am.

Thank you,

Mari Kawaguchi

372 Project Sponsor and Owner

In a message dated 5/18/2015 10:49:08 A.M. Pacific Daylight Time, michael.e.smith@sfgov.org writes:

Mari,

I have made it perfectly clear that this DR hearing is required because your project is not consistent with the Commission's decision in DRA-0359 for case No. 2013.1762D. The Commission added three conditions to the approval of the permit in DRA-0359 but your revised project does not comply with the condition that specified that the stair access to the new roof deck be provided by an interior roof hatch or stair penthouse above the proposed interior stairs. Although we support your project as proposed, department staff cannot approve a project that does not reflect the Commission's decision. The fee that you paid was for the DR hearing on 5/28.

Michael Smith

City Planner

San Francisco Planning Dept.

1650 Mission Street, Suite 400

San Francisco, CA 94103

P: 415.558.6322

F: 415.558.6409

Email: michael.e.smith@sfgov.org

Planning Information Center (PIC): 415.558.6377 or pic@sfgov.org

Planning Information Map (PIM): <http://propertymap.sfgov.org>



From: Makawaguch@aol.com [<mailto:Makawaguch@aol.com>]

Sent: Sunday, May 17, 2015 11:06 PM

To: Smith, Michael (CPC)

Cc: planning@rodneyfong.com; cwv.planning@gmail.com; wordweaver21@aol.com; richhillissf@yahoo.com; Johnson, Christine (CPC); mooreurban@aol.com; Secretary, Commissions (CPC); Sanchez, Scott (CPC); Sider, Dan (CPC); Joslin, Jeff (CPC); Huisman, Angela (CPC); Rahaim, John (CPC); Washington, Delvin (CPC)

Subject: Case No: 2013.1762D , Permit: 2012.11.26.4748, 372 Sussex Street

Dear Michael:

The 311 notification period has expired and there were no Discretionary Review Applications received. Per the San Francisco Planning Department, Notice of Building Permit Application (Section 311/312), if no Discretionary Review Applications have been filed within the Notification Period, the

Planning Department will approve the application and forward it to the Department of Building Inspection for its review.

Several times, you told me in front of Mark Barnes that when the 311 notification is sent that all parts of the project that were previously approved can be changed in the DR action. Now, that no one has filed a Discretionary Review Application, the Planning Department should be approving the application instead of requiring another Mandatory Discretionary review over nothing.

Why are you not moving forward to approve the project and forward my project to the Department of Building Inspection for its review?

The drawings had to change to comply with the DR actions. The Mandatory Discretionary review is based on a volume increase, but actually the plans submitted for the 311 notification shows a volume decrease.

At this point, a fifteen minute meeting with one of the Commissioners may settle the issue. Did you want to schedule this meeting prior to the May 28th hearing?

Sincerely,

Mari Kawaguchi

Subj: RE: upcoming DR hearing for 372 Sussex St.
Date: 5/18/2015 10:38:46 A.M. Pacific Daylight Time
From: michael.e.smith@sfgov.org
To: makawaguch@aol.com, josh@mockwallace.com

Mari – Understood, but so we are clear, I will be recommending to the Commission that we continue to resolve the design after the hearing.

Michael Smith
City Planner
San Francisco Planning Dept.
1650 Mission Street, Suite 400
San Francisco, CA 94103
P: 415.558.6322
F: 415.558.6409
Email: michael.e.smith@sfgov.org
Planning Information Center (PIC): 415.558.6377 or pic@sfgov.org
Planning Information Map (PIM): <http://propertymap.sfplanning.org>



From: makawaguch@aol.com [mailto:makawaguch@aol.com]
Sent: Friday, May 15, 2015 5:47 PM
To: Smith, Michael (CPC); josh@mockwallace.com
Subject: Re: upcoming DR hearing for 372 Sussex St.

Dear Michael:

I have picked up the hearing poster to be posted by Monday, 5/18, and I will submit hearing materials by 5pm Tuesday, 5/19.

At this late date, I cannot afford to change anything else. In addition, the architectural element was for the stair penthouse that could be seen from the street. The open stairs cannot be seen from the street so it makes no sense to add an architectural element that cannot be seen.

Thank you,

Mari

-----Original Message-----

From: Smith, Michael (CPC) (CPC) <michael.e.smith@sfgov.org>
To: Joshua Wallace <josh@mockwallace.com>
Cc: Mari Kawaguchi (makawaguch@aol.com) <makawaguch@aol.com>
Sent: Fri, May 15, 2015 4:10 pm
Subject: upcoming DR hearing for 372 Sussex St.

All – The DR hearing on 5/28 for 372 Sussex is fast approaching.

I have prepared the hearing poster and it is ready for you to pick up at Planning reception. It must be posted by Monday, 5/18.

I will also need you to submit 15 copies of your plan set, color renderings, and color photos by 5/19. The hearing materials will be released to both the public and the Commission on 5/21.

Also, I thought we had discussed making the stair projection a little less utilitarian in appearance by adding some architectural elements (similar to your previous design) that draw on the character of the existing building's architectural elements. Please let me know if you intend to follow through on this request. If not, the Department will request that the Commission take DR on the project to adopt this change. If you chose to implement the requested change then it should be incorporated into the 15 copies that you submit next week.

Michael Smith
City Planner
San Francisco Planning Dept.
1650 Mission Street, Suite 400
San Francisco, CA 94103
P: 415.558.6322
F: 415.558.6409
Email: michael.e.smith@sfgov.org
Planning Information Center (PIC): 415.558.6377 or pic@sfgov.org
Planning Information Map (PIM): <http://propertymap.sfplanning.org>



Subj: **Re: FW: Letter for DR hearing**
Date: 5/18/2015 3:38:38 P.M. Pacific Daylight Time
From: Makawaguch@aol.com
To: michael.e.smith@sfgov.org
CC: planning@rodneymong.com, cwu.planning@gmail.com, wordweaver21@aol.com,
richhillissf@yahoo.com, christine.d.johnson@sfgov.org, mooreurban@aol.com,
commissions.secretary@sfgov.org, scott.sanchez@sfgov.org, dan.sider@sfgov.org,
jeff.joslin@sfgov.org, angela.huisman@sfgov.org, john.rahaim@sfgov.org,
delvin.washington@sfgov.org

Dear Michael:

Thanks for forwarding this email. I wish you would have sent this letter that you received a couple days prior to the deadline. It makes it very difficult to respond.

In our March 11 meeting, Katherine made the comment that I was building a 30 foot plus wall on the side of her property. You could have corrected her material misrepresentation at this neighbor meeting. You had the drawings and this has not changed. Now, that Katherine has written this letter claiming twice that there is a 30 foot plus wall on my plans, my question to you is why you are allowing Katherine's material misrepresentations to go forward as the assigned Planner. This is part of my complaint that you will see in my package related to the Planning staff prejudicing my case. And if you don't remember this conversation since there were no minutes issued by Planning, I have a recording of our meeting that can be used to help your memory.

Thank you,

Mari Kawaguchi

372 Project Sponsor and Owner

In a message dated 5/18/2015 10:52:35 A.M. Pacific Daylight Time, michael.e.smith@sfgov.org writes:

All -- I am forwarding you comments from the adjacent neighbor. These comments will also be forwarded to the Commission for the 5/28 hearing.

Michael Smith
City Planner
San Francisco Planning Dept.
1650 Mission Street, Suite 400
San Francisco, CA 94103
P: 415.558.6322
F: 415.558.6409
Email: michael.e.smith@sfgov.org
Planning Information Center (PIC): 415.558.6377 or pic@sfgov.org
Planning Information Map (PIM): <http://propertymap.sfplanning.org>

-----Original Message-----

From: Katharine Yousefi [<mailto:akyousefi@me.com>]
Sent: Thursday, May 14, 2015 2:19 PM

To: Smith, Michael (CPC)
Subject: Letter for DR hearing

Michael,

Here are 2 attachments to reference or hopefully send to the Commissioners for the 5/28 hearing.

Thanks very much.

Katharine

Mari Kawaguchi
372 Sussex Street
San Francisco, CA 94131

May 18, 2015

Dear President Fong and Commissioners:

This has been a very difficult process for me. After the March 27, 2014 hearing, I was relieved to finally to get an approval with conditions and put to rest the neighbors' comments of out of bulking and scale. I was happy to put the penthouse on the roof and an architecture element that would blend into the neighborhood.

This is an extracted timeline of different issues in the last year and a half where I felt I was treated in a disrespectful matter by the staff.

1. Numerous times, I was confronted by statements such as:
 - "I don't know what I am doing", "I keep changing my mind", "I am wasting the city's money", "I cannot bring forward another 311 because of the Planning staff's budget.
2. The Board said I could have a penthouse, and the staff outright stated they would not allow it. I researched the issue and realized that a penthouse automatically requires another 311 notice. Because the staff had overrun their budget on my project, the penthouse had to go. From then on my dealings with the staff were prejudiced against the penthouse, rather than determine the right penthouse that would be appropriate.
3. The Planning Commission directive said I could access the roof through a stair penthouse or roof hatch. A penthouse was a volume. Doug Vu then told me that I had to lower the stairs into the bedroom volume and took away volume that the directive gave me.

After Doug Vu departed Delvin Washington said that I could have a stair bulkhead and I got the volume back. Rather than damage the interior space of the master bedroom, I decided to move the open stairs over the existing roof structure. Even if you deny that any volume was given in the DR directive as a penthouse, I gave back a greater volume by increasing the light well on Katherine's side. My project has decreased in volume.

The staff initiated Mandatory DR was used as a punitive bargaining tool rather than living up to the spirit of the DR action. Had Delvin Washington allowed a brief meeting with the Commission members, we could have worked this out in fifteen minutes rather than the Planning staff interpreting the DR actions against me.

4. I asked questions to the Zoning Commissioner, Scott Sanchez, that were not answered that prejudice my project. I received responses from Planning Staff, Delvin Washington, Michael Smith and Doug Vu, that side stepped my direct questions below. To this date, I have never received answers to my questions that made it difficult for me to find a solution that I could live with.

- Is a penthouse allowed in a RH1 district?
- What is the allowable extra space I could use to satisfy the DR without causing a new 311 notice?

After my own research into the issue, I learned that a penthouse automatically requires a 311 notification and realized the DR Action that sounded good in public would require a 311 notice and the staff was trying finalize my project without facilitating another 311 notification.

5. Doug Vu pressured me to finalize the design in a matter that I didn't like since he was moving to another district. For a period, Delvin Washington was my planner. He didn't do his homework, and he repeatedly abused me verbally in phone calls and I was told they would only speak with the architect since it was a waste of the city's time to deal with me.
6. I went to a meeting with Michael Smith and he said the penthouse is not allowed since there were two DRS where penthouses were removed in the last month. During this meeting, Michael Smith advised he would support the project if the penthouse was removed and you could only visually see the stair railings from the street.
7. We had another meeting with Michael Smith to review the revised plans with the neighbors. We explained that we gave back more volume than we took for the stairwell. He didn't realize I gave anything back although he had the plans for weeks.

During this meeting, the neighbor's insulted Mark Barnes stating he should not be at the meeting, and Michael Smith took offense from a comment from Mark Barnes made about the planning staff not allowing the Board DR Actions to be accomplished and Michael Smith told him that he would not be allowed to meet on this project again.

To insult my advisor is to insult me and it wasn't the neighbors that caused the meeting to end abruptly, but the attitude of the Planner, Michael Smith, that cause us to leave.

In summary, what should have been a fair approval process, turned out to be a bully session by numerous Planners towards me, and a constant change in requirements to satisfy the neighbors who didn't file a DR request against the 311 re-notification that previously Delvin Washington told me I would not be allowed to have.

As it turns out, either I solved all the neighborhood problems, or the Planning staff was just designing my job. Case in point, I received an email from Michael Smith on Friday, May 15th stating to add an architectural element to the open stairs, accompanied by a threat that if I did not agree to this last minute change he will request the Planning Commission to take DR on the project to adopt this change.

Can I infer from this statement that had I complied with has last minute change, that no one can see from the street, he would have requested my project to be approved ?

Why am I involved in a mandatory DR if I met the Residential Guidelines per the Residential Design Team? Had I been able to work with one Planner throughout the project and if the Planning staff would have allowed us to meet with the Planning Commission as discussed in the previous DR hearing in public, this issue would have been addressed a year and half ago without the waste of time and money.

I am not going to bring up the hard ball nature of how I was treated in public, however, I will be depending on you to do the right thing. But regardless, I have a real story to tell and there are three major publications that have asked to write this story.

Be aware what I have told you are facts and I have the emails, the letters and the recordings to back-up everything I said.

Sincerely,

A handwritten signature in black ink that reads "Mari Kawaguchi". The signature is written in a cursive style with a long horizontal flourish at the end.

Mari Kawaguchi

372 Sussex Street Sponsor and Owner

Mari Kawaguchi
372 Sussex Street
San Francisco, CA 9131

April 29, 2015

Dear Michele and Scott:

I had received your previous letter in regards to my addition at 372 Sussex Street, and wanted to take the opportunity to respond to your concerns and provide an update on my project.

My grandparents moved to San Francisco in 1915. My family suffered through the internment camps, the Justin Herman destruction of the Fillmore, and still remained in San Francisco for three generations or 100 years. I have lived in my home for over 26 years and have made San Francisco my home as well. I enjoy this neighborhood and plan to invest in my home and the neighborhood. I have in good-faith taken the neighbors' and neighborhood into consideration and have spent over \$10, 000 with my architect. Below find a summary response to your concerns.

1.The 311 drawing that were previously distributed met all the applicable Residential Design Guidelines and code. The design plans were reviewed by the Residential Design Board and the Planning Department were in support of the project.

- During the previous DR hearing, the Planning Commission agreed this was a good project and does not have to be changed substantially. The Planning Commission agreed the building was not over bulking or over massing and no changes were made to the height or scale of the building. The depth of the building matches the adjacent western neighbor, Katherine and Andre Yousfi, and the height below the 40 foot height limit.

2.The building is not a complete separate unit and I am building a multi-generational home for my family. The Planning Commission agreed that I am not building a separate illegal unit.

- Katherine and Andre have already built a separate, stand-alone space that could be used as an in-law space. I think it is important to look at the fact of what has occurred to-date, and who has been acting in good faith.
- It is disappointing that the neighbors are trying to hold up my project for their own interest with little thought to my feelings. A clear example is Zorrana Bosnic's 10 foot height fence done without permit and non-conforming cottage that is permitted as a tool shed.
- Everything that I have done has been in public and above board.

3.The public notice that was displayed was incorrect. It is unfortunate that you were lead to believe that I was responsible for this notice. The 311 notice is the responsibility of the Planning Department. The notice was done incorrectly by the SF Planner and there was no intent for me to mislead the neighbors. In addition, I have made numerous changes to the design to accommodate the adjacent neighbors. Each time, I received feedback the plans were changed.

I am sending you this letter since I have not had the opportunity to talk with you both personally. As an update, I have met the Planning Commission actions by making adjustments three adjustments as follows:

1. Remove the eastern deck
2. Remove the exterior backyard stairs to the roof deck
3. Internalize the stairs to the roof deck

The Planning Commission advised that when internalizing the stairs to the roof deck that I could have a hatch or a stair penthouse since the addition is so far back from the front of the house and will not be seen.

To minimize the impact of the stairs, I have decided to have an open staircase to the roof deck that is not visible from the front of the house. Since the stairs have moved from the back of the house, and internalized into the house, I am required to do another 311 notice since the approved building envelope has changed. Refer to the attached drawings. The approved area is the shaded red and the green area is the new area required to internalize the stairs per the request of the Planning Commission. The revised plans have reviewed by the Residential Design Board, and meets the Resident Design Board Guidelines and code.

In addition, I want you to be aware that I have made the following additional accommodations for the Katherine and Andre to be considerate without jeopardy the project budget.

1. Gave back DR approved square footage in side setback that is greater than the space required to internalize the stairs.
2. Increased the west light well so that it is 3 times bigger than what was approved in the DR hearing.
3. Increased the west setback of the master bedroom balcony from the approved 4 feet to 5 feet.

I hope that you will review the material and watch the DR hearing that I have included on the enclosed CD. The DR hearing starts at 05:34:46. I have acted in good faith, and hope that you will be open to hearing both sides.

Given this new information, would you be willing to write a letter in support of my project as I believe I have answered all of your concerns.

I would be happy to meet with you if you'd like to discuss my project. I can be reached at makawaguchi@aol.com or 415.584.8003.

Thank you in advance for your consideration and for your remodeling work. Your renovations have increased the neighborhood value and I hope to contribute to increasing the value of our homes.

Sincerely,



Mari Kawaguchi

Mari Kawaguchi
372 Sussex Street
San Francisco, CA 9131

April 29, 2015

Dear Michael and Joanne:

I am responding to your letter to the Planning Commission and wanted to take the opportunity to provide an update on my project. My project has been 311 noticed because the DR requirements created a situation that I have resolved with an exterior staircase that is built within the existing structure. This required a 311 notice since I needed extra space beyond the approved DR building envelope.

I have enclosed a CD from the hearing and I think you will realize that the concerns brought up in your letter were dealt with at the hearing. Also I want you to be aware that I made the following additional accommodations for Katherine.

1. Gave back DR approved square footage in side setback that is greater than the space required to internalize the stairs.
2. Increased the west light well so that it is 3 times bigger than what was approved in the DR hearing.
3. Increased the west setback of the master bedroom balcony from the approved 4 feet to 5 feet, which allowed me to move the circular stairs an additional foot away from Katherine's property line.

The Planning Commission advised that when internalizing the stairs to the roof deck that I could have a hatch or a stair penthouse since the addition is so far back from the front of the house and will not be seen.

To minimize the impact of the stairs, I have decided to have an open staircase to the roof deck that is not visible from the front of the house. The revised plans have been reviewed by the Residential Design Team, and meets the Resident Design Board Guidelines and code.

I hope that you will review the material and watch the DR hearing that I have included on the enclosed CD. The DR hearing starts at 05:34:46. I have acted in good faith, and hope that you will be open to hearing both sides.

Given this new information, would you be willing to write a letter in support of my project as I believe I have answered all of your concerns.

I would be happy to meet with you if you'd like to discuss my project. I can be reached at makawaguchi@aol.com or 415.584.8003.

Sincerely,



Mari Kawaguchi

Mari Kawaguchi
372 Sussex Street
San Francisco, CA 9131

April 29, 2015

Dear Dan:

As an update, I am finally posting the 311 notice and things are moving along. Nothing much has changed since I showed you the plans. I have sent a CD with plans and DR hearing to all neighbors who wrote letters.

The open staircase volume has been neutralized by increasing the western light well by 3 times. My architect advised that I am talking less square footage that I am giving back.

Mark and I had a meeting with Kathernie and Andre, and Katherine's only request was a 4 foot setback on the western side of the house. As you know, this will not work. I also want to thank you. I was listening at the DR hearing and your comments about shoring and structuring, helped lead us to the current design.

Enclosed find a CD with DR hearing and plans that you can reference at any point in time. The DR hearing starts at 05:34:56. I have acted in good faith, and feel that you have been fair in consideration of my project.

Given the new information, would you be willing to write a letter in support of my project as I believe I have answered all of your concerns.

I would be happy to meet with you if you'd like to discuss my project. I can be reached at makawaguchi@aol.com or 415.584.8003.

I look forward to increasing the value of the neighborhood and the homes of the surrounding area. Also please let me know what assistance you need for the 300 Sussex activity.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Mari Kawaguchi', written in black ink.

Mari Kawaguchi

Mari Kawaguchi
372 Sussex Street
San Francisco, CA 9131

April 29, 2015

Dear Michael:

It was good to see you at the Glen Park Association meeting. The agenda was packed with lots of interesting speakers. I am delighted with the renovation of Glen Park Playground and will be thrilled to when the recreation center is renovated. Thanks for your work in our neighborhood association.

I wanted to give you an update on my remodeling efforts. Based on the March 27, 2014, hearing the Planning Commission approved the Building Permit Application subject to three conditions.

1. Modify the exterior rear stairs to a circular staircase that is at least 4 foot from the west side property line and determines at the new second story.
2. Remove the proposed east deck adjacent to the new master bedroom
3. Access the new roof deck through an interior stairs

Items 1 and 2 were very easily addressed, however, item 3 turned out to be more difficult. After the hearing, I met with the Planner Doug Vu and he advised was a bedroom egress issue that should he should have caught as part of the plan reviews. As a result of this oversight, he advised to change the interior plans to address the egress issue and to create an interior stairs to the roof deck.

Taking into account the suggestions of the Planning Commission, and personally following up with the building department, I was able determine that a centralized stairs would be doable option. This solution would allow me move the exterior stairs into the existing building to address the concerns of the rear stairs. Although a stair penthouse was approved by the Planning Commission, I decided to go with an open stairs to the roof to minimize any perceived impacts.

To create an open stairs to the roof deck, a 44 square feet would be required to take the stairs to the roof deck. Although the Planning Commission approved a stair penthouse to the roof deck, I decided to remove the penthouse and replace with an open stairs since this was the request of the neighbors per Planner Doug Vu. As part of the revised design, I also gave back 50 square feet to create a light well that is 3 times larger than approved on the west side to minimize impacts. In addition, I moved the circular stairs that was approved at 4 feet to 5 feet from the West side to be more considerate to Katherine and Andre.

The Residential Design Team has reviewed the revised design and the plans meeting the Residential Design Guidelines and code. I am, however, required to do another 311/DR due to a technicality that the square footage is above what was originally 311 even though the Planning Commission approved a stair penthouse to the roof deck.

I also wanted share with you that numerous reviews, dialogues and actions were done to come up with this revised design. I have incurred addition expense and have continued to act in good-faith.

There is no intent to mislead you or other neighbors about this project. Based on discussions with neighbors, I wanted to make the following very clear.

1. I am not building a separate, standalone unit that would be used as a second residence as neighbors were lead to believe. I am building a multi-generational housing to ensure my father is taken care of as he is growing older. The Planning Commission agreed that I am not creating a second resident.
2. I did not try to mislead the neighbors with misleading 311 information. The Planning Department is responsible for the creation and content of the 311 notice. Any misleading or inaccurate information was done by the Planning Department and not me. Many neighbors were lead to believe that I was responsible for the 311 notice creation and content.
3. Numerous changes were made to address neighbor concerns and is evident with the design changes. Each design change was done in response to the neighbor feedback and taking the neighbor's into considerations. During the previous DR, the Planning Commission agreed that this is a good project and does not have to change much. The Resident Design Team agreed the revised plans meets all the applicable code and Residential Design Guidelines. I have in good faith followed the Resident Design Guidelines, code and have consistently acted in good faith.

In summary, I have acted in good faith and have worked diligently to take the neighbor's and the neighborhood into consideration without making this project not doable to build. This project will absolutely increase the neighborhood's property value. There are many additions or houses that are being built in the City that are larger than my modest addition. A clear example is the renovation work that is being done at 300 Sussex. This house is enormous and clearly is out of scale, out of style, and the developer has not acted in good faith.

Enclosed find copy of revised plans, pictures of the existing and proposed addition, roof deck and open stairs. As you can see, the addition, open stairs and roof deck is barely visible from the street as the addition and roof deck is 40 feet back from front of building, and the open stairs is 32 feet back from the front of the building. The revised design meets all applicable code and Residential Design Guidelines. I have also included the video of the previous DR hearing if you'd like to watch the hearing. The hearing starts at 05:34:46

I hope that you will take this information into account, and allow me to move forward without further delay so that I can create a multi-generational home that my father can enjoy as he is getting older.

Given this new information, would you be willing to write a letter in support of my project as I believe I have answered all of your concerns.

I would be happy to meet if you have any questions, I can be reached at makawaguch@aol.com or at 415.584.8003.

Sincerely,



Mari Kawaguchi

Mari Kawaguchi
372 Sussex Street
San Francisco, CA 9131

April 29, 2015

Dear Moira and Alexander:

I had received your previous letter in regards to my addition at 372 Sussex Street, and wanted to take the opportunity to respond to your concerns and provide an update on my project.

My grandparents moved to San Francisco in 1915. My family suffered through the internment camps, the Justin Herman destruction of the Fillmore, and still remained in San Francisco for three generations or 100 years. I have lived in my home for over 26 years and have made San Francisco my home as well. I enjoy this neighborhood and plan to invest in my home and the neighborhood. I have in good-faith taken the neighbors' and neighborhood into consideration and have spent over \$10,000 with my architect. Below find a summary response to your concerns.

1. The building is not a complete separate unit and I am building a multi-generational home for my family. The Planning Commission agreed that the project is a good project and there is no intent to build a separate illegal unit.

- Katherine and Andre Yousfi have already built a separate, stand-alone space that could be used as an in-law space. I think it is important to look at the fact of what has occurred to-date, and who has been acting in good faith.
- It is disappointing that the neighbors are trying to hold up my project for their own interest with little thought to my feelings. A clear example is Zorrana Bosnic's 10 foot height fence done without permit and non-conforming cottage that is permitted as a tool shed.
- Everything that I have done has been in public and above board.

2. The 311 drawing that were previously distributed met the applicable Residential Design Guidelines and code. The design plans were reviewed by the Residential Design Board and the Planning Department were in support of the project.

- During the previous DR hearing, the Planning Commission agreed this was a good project and the depth and height does not have to change. The Planning Commission agreed the building was not over bulking or over massing and no changes were made to the height or scale of the building. The depth of the building matches the adjacent western neighbor, Katherine and Andre, and the height below the 40 foot height limit.

3. The 311 public notice is the responsibility of the Planning Department and as such responsible for the content of information. It is unfortunate that you were lead to believe that I was responsible for this notice and was trying to deceive the neighborhood. I have made numerous changes to the design to accommodate the adjacent neighbors. Each time, I had received feedback the plans were changes.

I am sending you this letter since I have not had the opportunity to talk with you both personally. As an update, I have met the Planning Commission actions by making adjustments three adjustments as follows:

1. Remove the eastern deck
2. Remove the exterior backyard stairs to the roof deck
3. Internalize the stairs to the roof deck I have lived in this neighborhood for over 26 years and

The Planning Commission advised when internalizing the stairs to the roof deck that I could have a hatch or a stair penthouse since the addition is so far back from the front of the house and will not be seen.

To minimize the impact of the stairs, I have decided to have an open staircase to the roof deck that is not visible from the front of the house. Since the stairs have moved from the back of the house, and internalized into the house, I am required to do another 311 notice since the approved building envelope has changed. Refer to the attached drawings. The approved area is the shaded red and the green area is the new area required to internalize the stairs per the request of the Planning Commission. The revised plans have reviewed by the Residential Design Board, and meets the Resident Design Board Guidelines and code.

In addition, I want you to be aware that I have made the following accommodations for the Katherine and Andre to be more consider to the neighbor.

1. Gave back approved DR square footage in the side setback that is greater than the space required to internalize the stairs.
2. Increased the west light well so that it is 3 times bigger than what was approved in the DR hearing.
3. Increased the west setback of the master bedroom balcony from the approved 4 feet to 5 feet, which allowed me to move the circular stairs an additional foot away from the property line.

I hope that you will review this material and watch the DR hearing that I have included on the enclosed CD. The DR hearing starts at 05:34:46. I have acted in good faith, and hope that you will be open to hearing both sides.

Given this new information, would you be willing to write a letter in support of my project as I believe I have answered all of your concerns.

I would be happy to meet with you if you'd like to discuss my project. I can be reached at makawaguchi@aol.com or 415.584.8003.

Thank you in advance for your consideration. I look forward to increasing the value of the neighborhood and the homes of the surrounding area.

Sincerely,

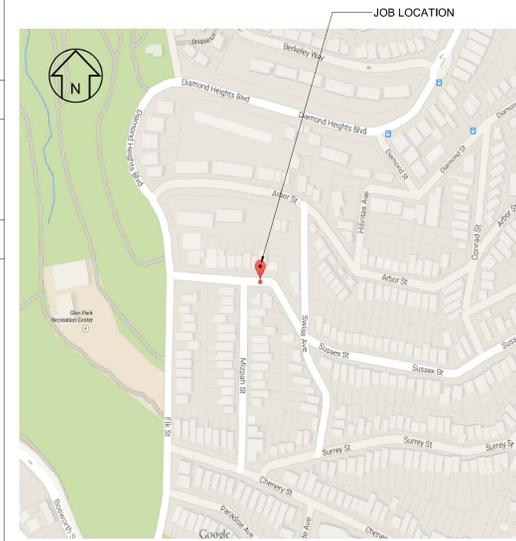


Mari Kawaguchi

372 SUSSEX STREET

SAN FRANCISCO, CA 94131

LOCATION MAP:



DRAWING INDEX:

- ARCHITECTURAL:**
- A0.0 TITLE SHEET, ABBREVIATIONS, SCOPE OF WORK, PROJECT DATA, INDEX OF DRAWINGS, LOCATION MAP, SITE PLAN
 - A0.1 SITE SURVEY
 - A0.2 PHOTO REALISTIC EXAMPLES
 - A0.3 3D RENDERINGS - EXTENT OF WORK
 - EX1.0 EXISTING FLOORPLANS
 - EX2.0 EXISTING ELEVATIONS
 - EX2.1 EXISTING ELEVATIONS
 - A1.0 PROPOSED FLOORPLANS
 - A1.1 PROPOSED FLOORPLANS
 - A2.0 PROPOSED ELEVATIONS
 - A2.1 PROPOSED ELEVATIONS
 - A2.2 PROPOSED ELEVATIONS
 - A3.0 PROPOSED SITE AND BUILDING SECTION

ABBREVIATIONS:

NOTE: PLEASE SEE LEGEND(S) FOR ADDITIONAL ABBREVIATIONS NOT SHOWN HERE.

- +/- APPROXIMATELY
- @ AT
- Ø DIAMETER
- # NUMBER OR POUND
- ℙ PROPERTY LINE
- ⊕ CENTERLINE
- AFF ABOVE FINISHED FLOOR
- BLDG BUILDING
- BP BUILDING PAPER
- CLKG CAULKING
- C.D. CIVIL DRAWINGS
- CL CLOSET
- CLR CLEAR
- CNR CORNER
- DEMO DEMOLITION
- DN DOWN
- DW DISHWASHER
- DWG DRAWING
- E.D. ELECTRICAL DRAWINGS
- EQ EQUAL
- EQUIP EQUIPMENT
- FE FIRE EXTINGUISHER
- FF FINISHED FLOOR
- FDTN FOUNDATION
- FURN FURNACE
- GA GAUGE
- GALV GALVANIZED
- GAL GALLON
- GND GROUND
- GRD GRADE
- GRD BM GRADE BEAM
- H HIGH
- JH JOIST HANGER
- LB POUND
- LC LINEN CLOSET
- LF LINEAR FEET
- LTG LIGHTING
- LVL LEVEL
- MAS MASONRY
- M.D. MECHANICAL DRAWINGS
- MET METAL
- N/A NOT APPLICABLE
- NEG NEGATIVE
- NIC NOT IN CONTRACT
- PB POST BASE
- PERIM PERIMETER
- PERP PERPENDICULAR
- PL PLATE
- PLY PLYWOOD
- R RISER
- RAD RADIUS
- REF REFRIGERATOR
- RELOC RELOCATE(D)
- REM REMOVE(D)
- REQD REQUIRED
- SCHED SCHEDULE
- SOG SLAB-ON-GRADE
- SQ SQUARE
- S.D. STRUCTURAL DRAWINGS
- T TREAD
- TP TOILET PAPER
- T&B TOP AND BOTTOM
- VERT VERTICAL
- VIF VERIFY IN FIELD
- W WIDTH
- WH WATER HEATER
- W/ WITH
- W/O WITHOUT

DESCRIPTION OF WORK:

NEW OPEN STAIR CASE TO PREVIOUSLY APPROVED ADDITION. PREVIOUSLY APPROVED ADDITION INCLUDES 2 LEVEL ADDITION AT REAR OF EXISTING STRUCTURE. 2 (N) BEDROOMS, 1 (N) MASTER BEDROOM, 1(N) MASTER CLOSET, 1 (N) MASTER BATH, REAR PORCH/DECK AND ROOF DECK. NO CHANGES HAVE BEEN PROPOSED TO THE PREVIOUSLY APPROVED ADDITION.

PROJECT DATA:

ADDRESS 372 SUSSEX STREET
SAN FRANCISCO, 94131

BLOCK/LOT 7555 / 010

ZONING RH1

TYPE OF CONSTRUCTION 5B

NUMBER OF DWELLING UNITS 1

YEAR BUILT 1938

HEIGHT LIMIT 40-X

APPLICABLE CODES:

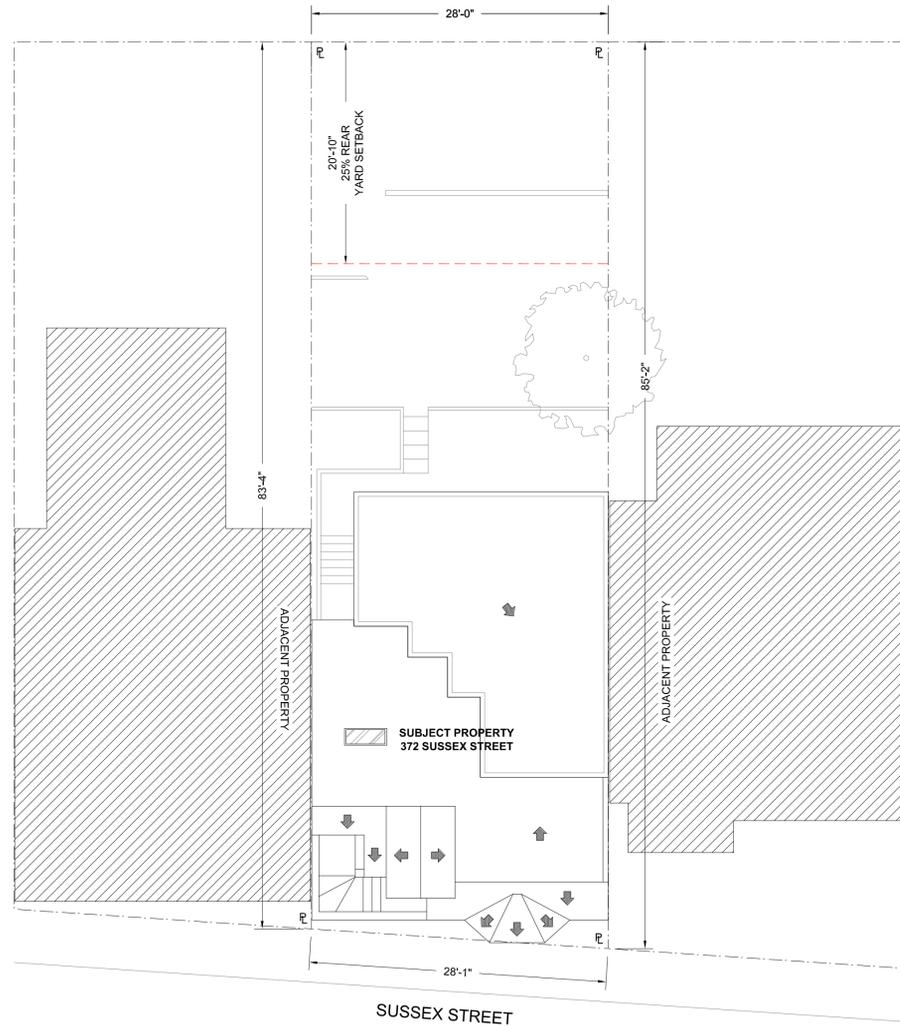
2013 CALIFORNIA BUILDING CODE
2013 CALIFORNIA MECHANICAL CODE
2013 CALIFORNIA ELECTRICAL CODE
2013 CALIFORNIA PLUMBING CODE
2013 CALIFORNIA ENERGY CODE
2013 GREEN BUILDING CODE

2013 SAN FRANCISCO BUILDING CODE AMENDMENTS
2013 SAN FRANCISCO ELECTRICAL CODE AMENDMENTS
2013 SAN FRANCISCO MECHANICAL CODE AMENDMENTS
2013 SAN FRANCISCO PLUMBING CODE AMENDMENTS
2013 SAN FRANCISCO GREEN BUILDING CODE AMENDMENTS
2013 SAN FRANCISCO HOUSING CODE

2010 NFPA 72 (FIRE ALARMS)
2010 NFPA 1313R (SPRINKLERS)

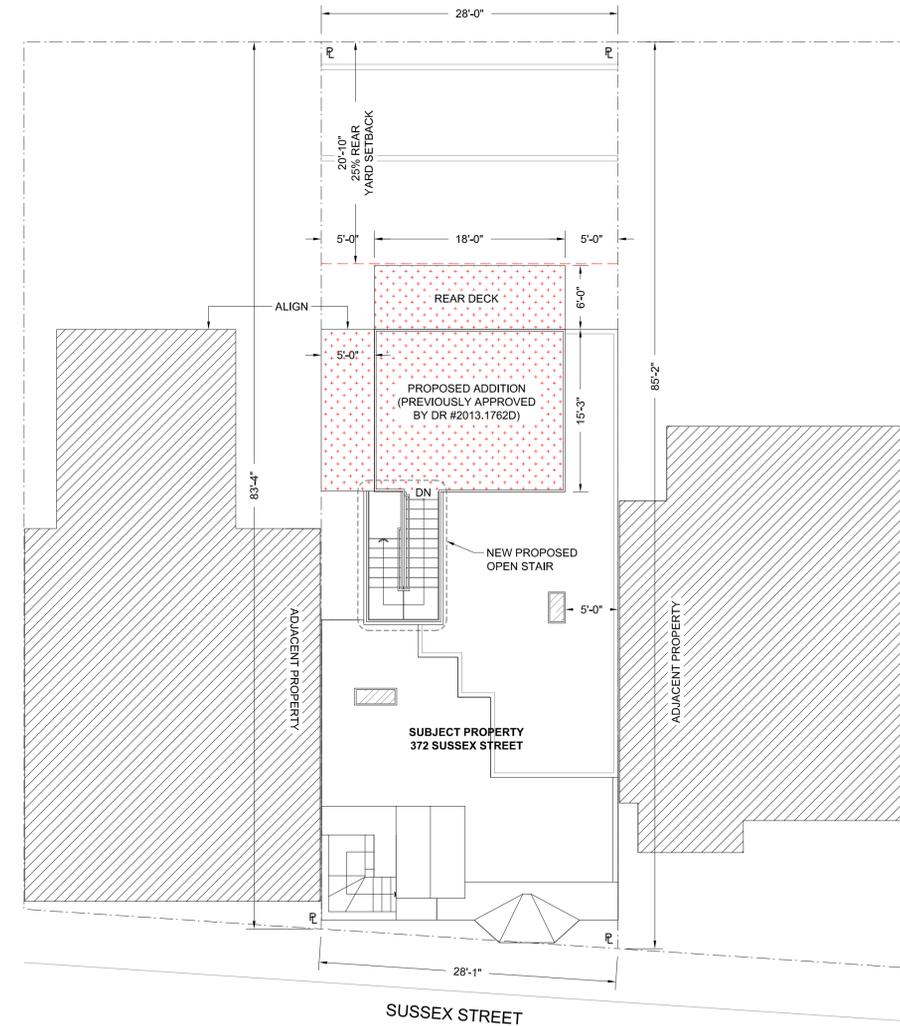
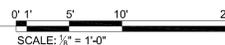
SYMBOLS LEGEND:

- 1 A.00 TYPICAL DETAIL TAG
DETAIL REFERENCE NUMBER
DRAWING PAGE NUMBER
- A D1A3 Q B TYPICAL ELEVATION TAG
ELEVATION VIEW
DRAWING PAGE NUMBER
- A.00 TYPICAL SECTION TAG
DETAIL REFERENCE NUMBER
DRAWING PAGE NUMBER
- 1 WINDOW TAG
SEE WINDOW SCHEDULE, IF APPLICABLE
- 1 DOOR TAG
SEE DOOR SCHEDULE, IF APPLICABLE
- 001 ROOM NUMBER
- 1 SHEET NOTES
- 1 SIGNAGE TAG
SEE SIGNAGE SCHEDULE



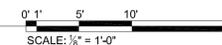
A EXISTING SITE PLAN

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



B PROPOSED SITE PLAN

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



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SAN FRANCISCO, CA 94131

BLOCK: 7555 LOT: 010
OWNER: KAWAGUCHI

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PROJECT NUMBER: 15002.00
PRINT DATE: 02-18-15
DRAWING SCALE: SEE DWG

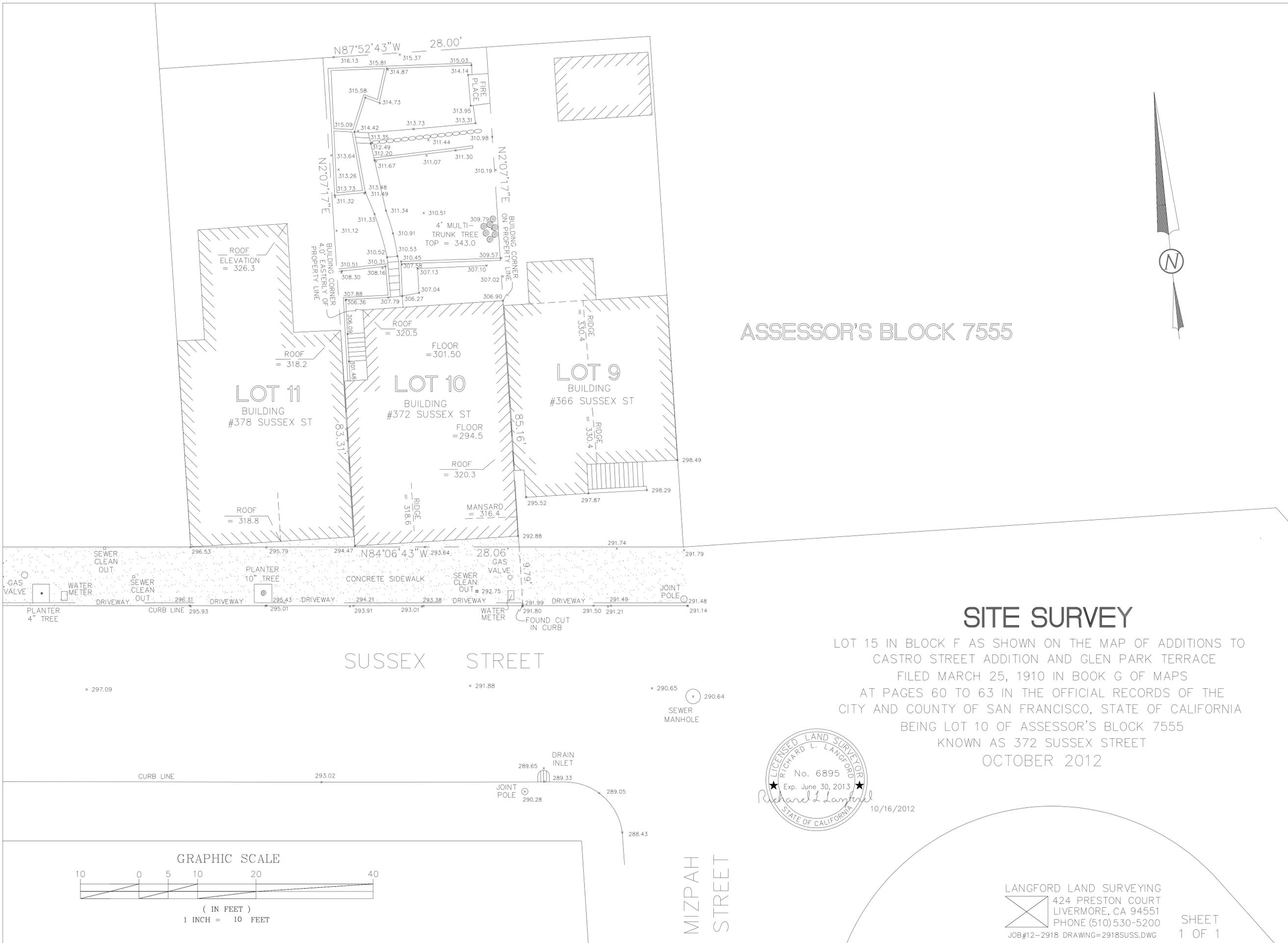
EXISTING AND PROPOSED SITE PLAN

A0.0



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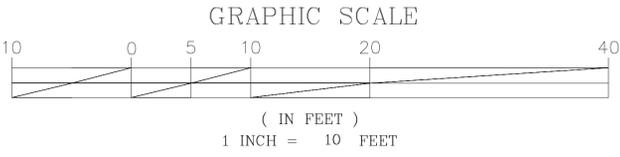
ASSESSOR'S BLOCK 7555

SITE SURVEY

LOT 15 IN BLOCK F AS SHOWN ON THE MAP OF ADDITIONS TO CASTRO STREET ADDITION AND GLEN PARK TERRACE FILED MARCH 25, 1910 IN BOOK G OF MAPS AT PAGES 60 TO 63 IN THE OFFICIAL RECORDS OF THE CITY AND COUNTY OF SAN FRANCISCO, STATE OF CALIFORNIA BEING LOT 10 OF ASSESSOR'S BLOCK 7555 KNOWN AS 372 SUSSEX STREET
 OCTOBER 2012



10/16/2012



LANGFORD LAND SURVEYING
 424 PRESTON COURT
 LIVERMORE, CA 94551
 PHONE (510) 530-5200
 JOB#12-2918 DRAWING=2918SUSS.DWG

SHEET
 1 OF 1

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 DRAWING SCALE: SEE DWG

SITE SURVEY

A0.1



EXISTING VIEW OF SUBJECT PROPERTY



EXISTING VIEW OF SUBJECT PROPERTY



EXISTING VIEW OF SUBJECT PROPERTY

LOCATION OF PROPOSED OPEN STAIR
BEHIND EXISTING TOWER ELEMENT



PROPOSED VIEW SHOWING APPROVED ADDITION
AND PROPOSED OPEN STAIR

LOCATION OF PROPOSED OPEN STAIR



PROPOSED VIEW SHOWING APPROVED ADDITION
AND PROPOSED OPEN STAIR

LOCATION OF PROPOSED OPEN STAIR



PROPOSED VIEW SHOWING APPROVED ADDITION
AND PROPOSED OPEN STAIR



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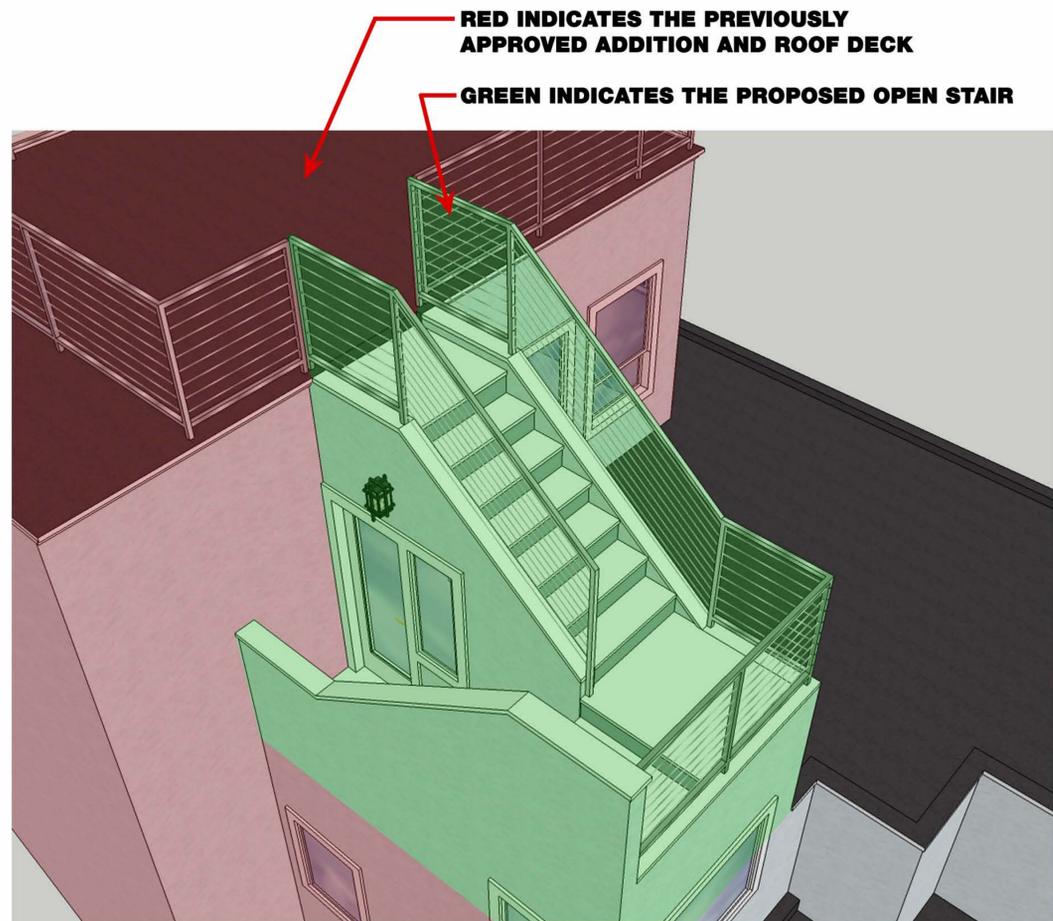
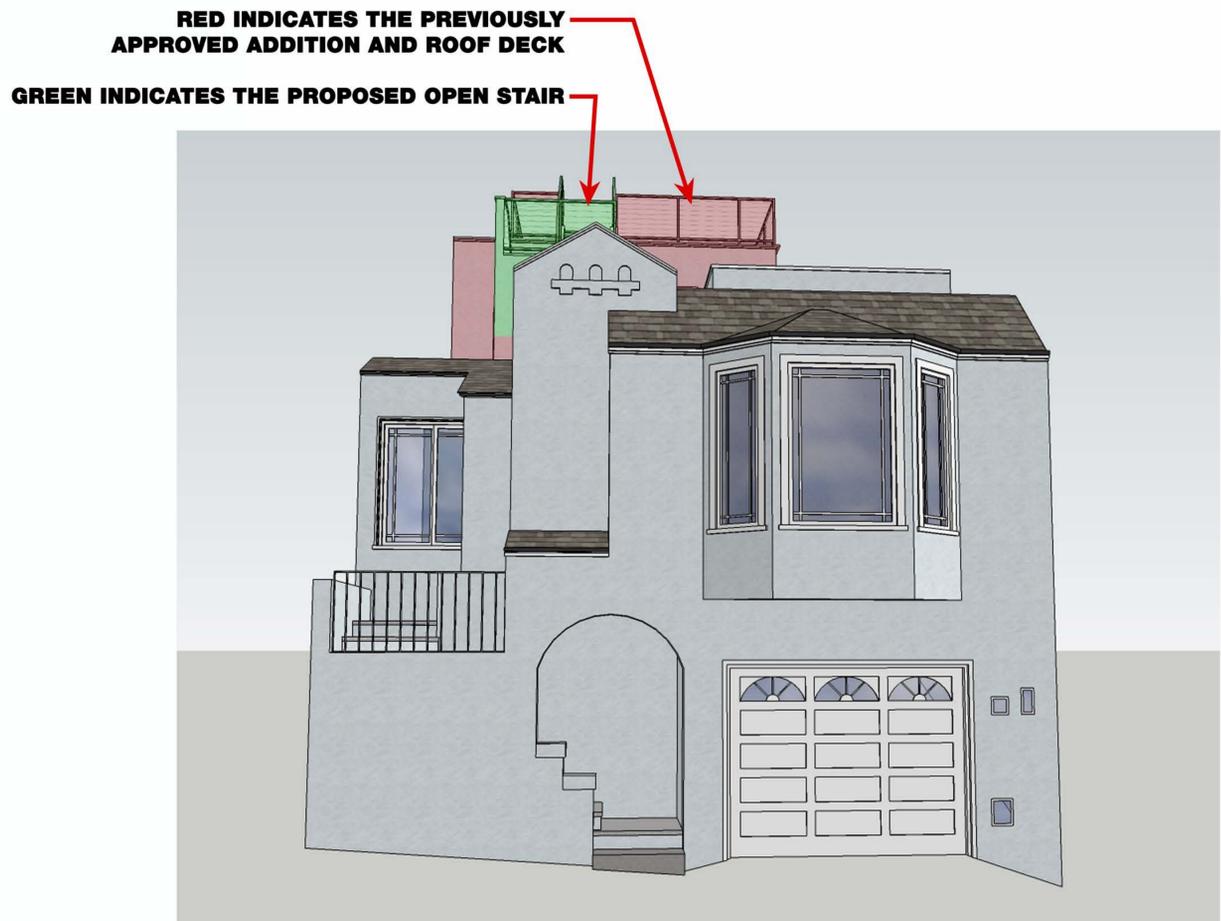
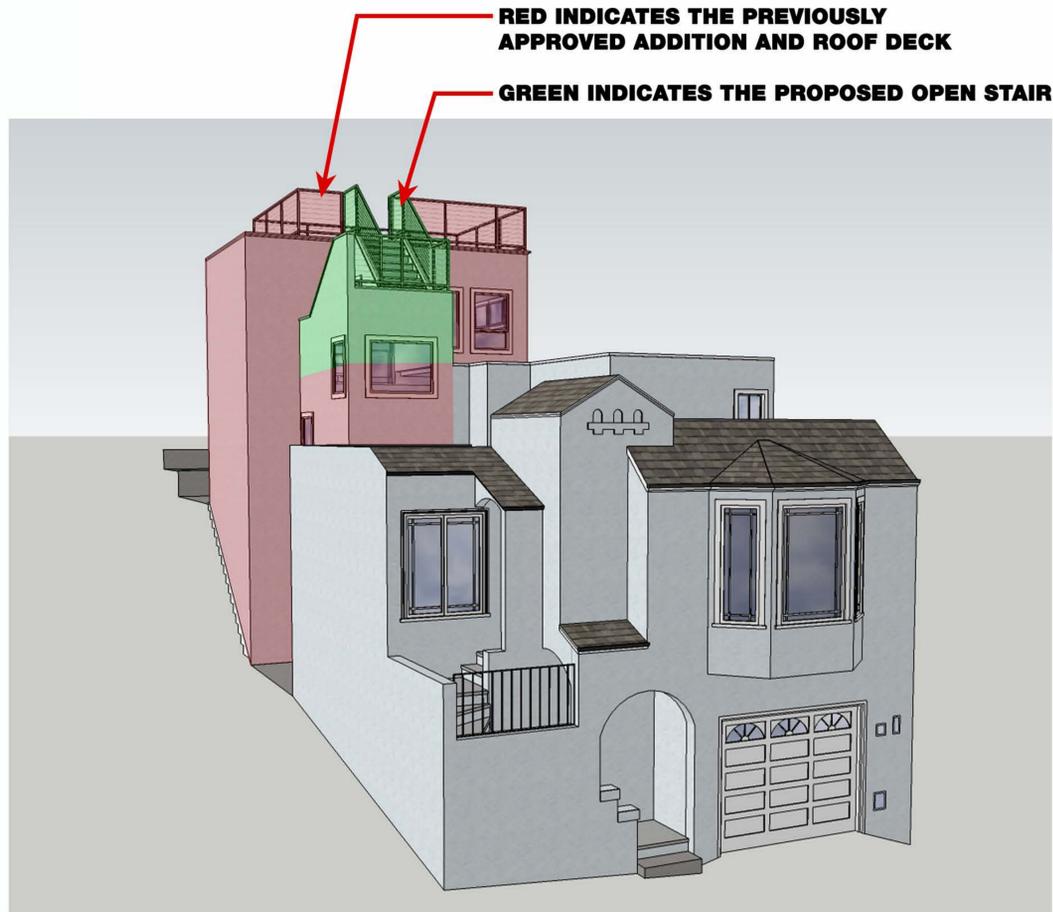
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PROJECT NUMBER: 15002.00

PRINT DATE: 2-18-15

EXISTING AND PROPOSED
CONDITIONS



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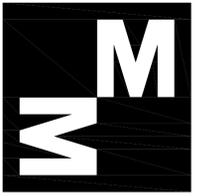
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BLOCK: 7555 LOT: 010

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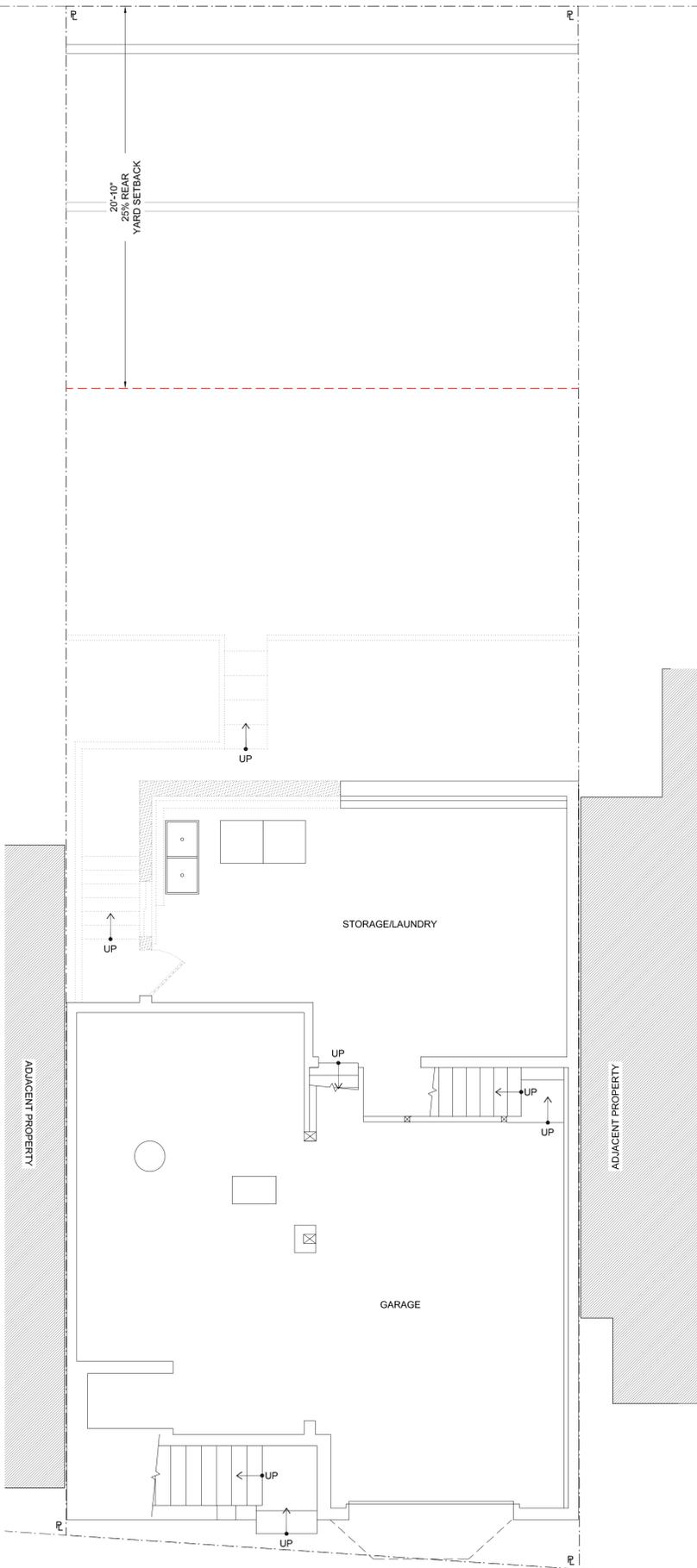
PROJECT NUMBER: 15002.00
 PRINT DATE: 2-18-15

3D RENDERINGS

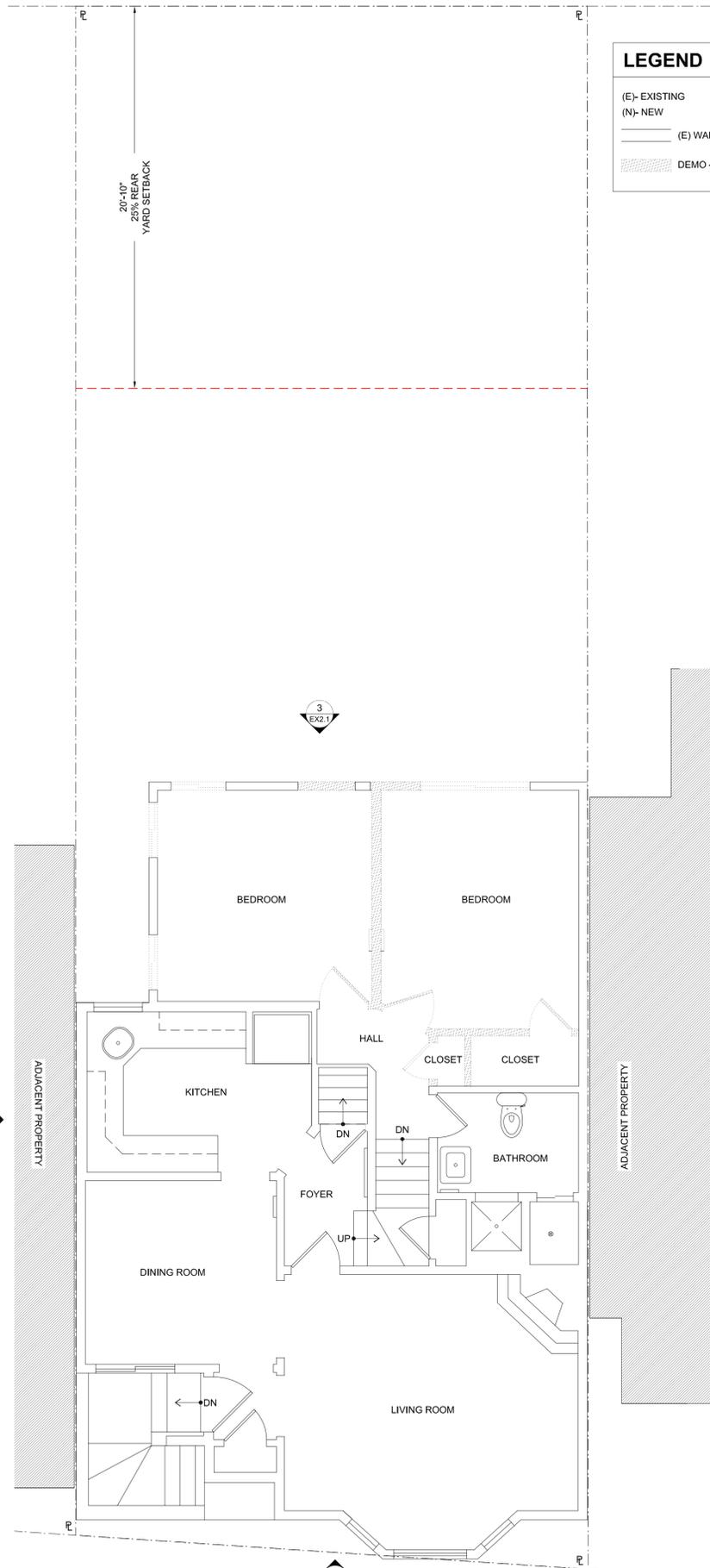


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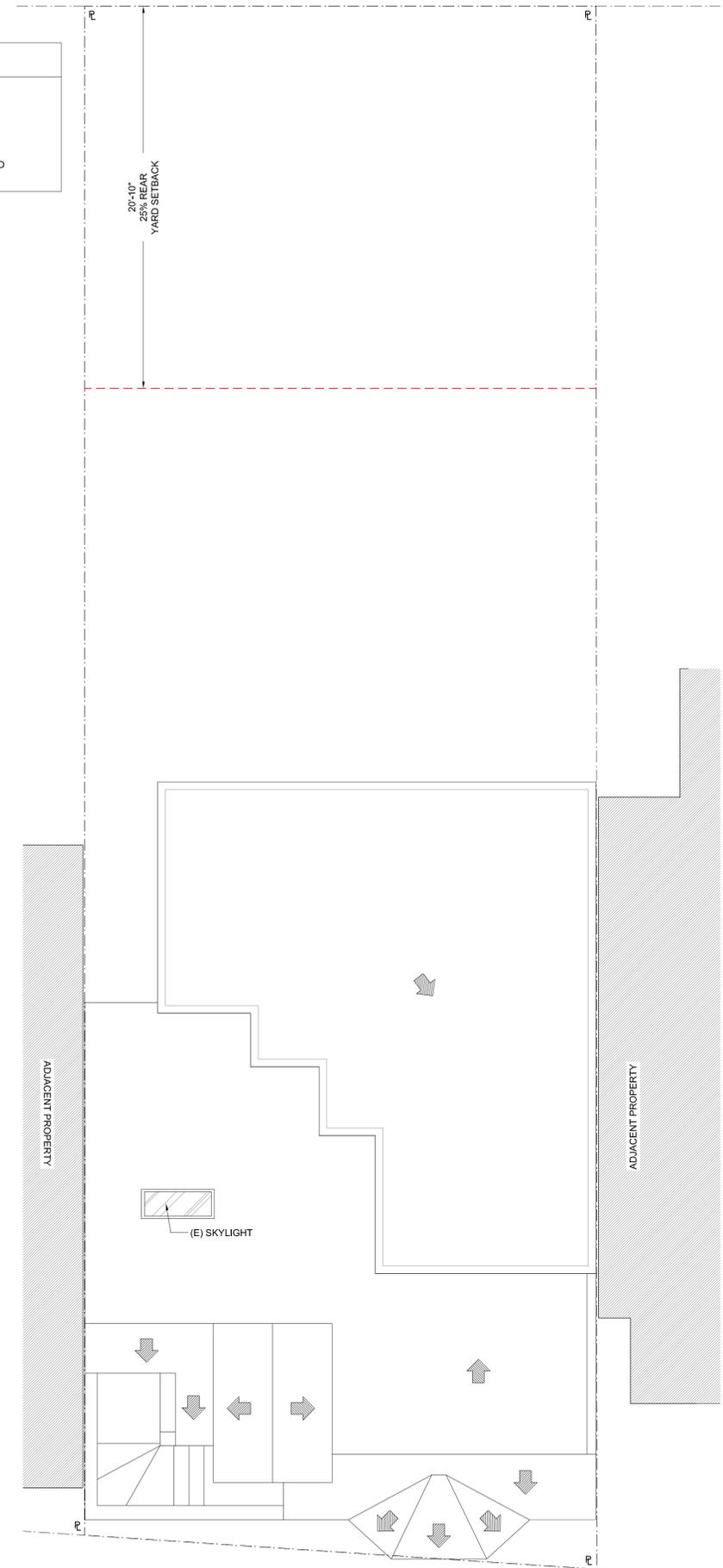
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A EXISTING GARAGE PLAN
 SCALE: 1/4" = 1'-0"



B EXISTING FIRST FLOOR PLAN
 SCALE: 1/4" = 1'-0"



C EXISTING ROOF PLAN
 SCALE: 1/4" = 1'-0"

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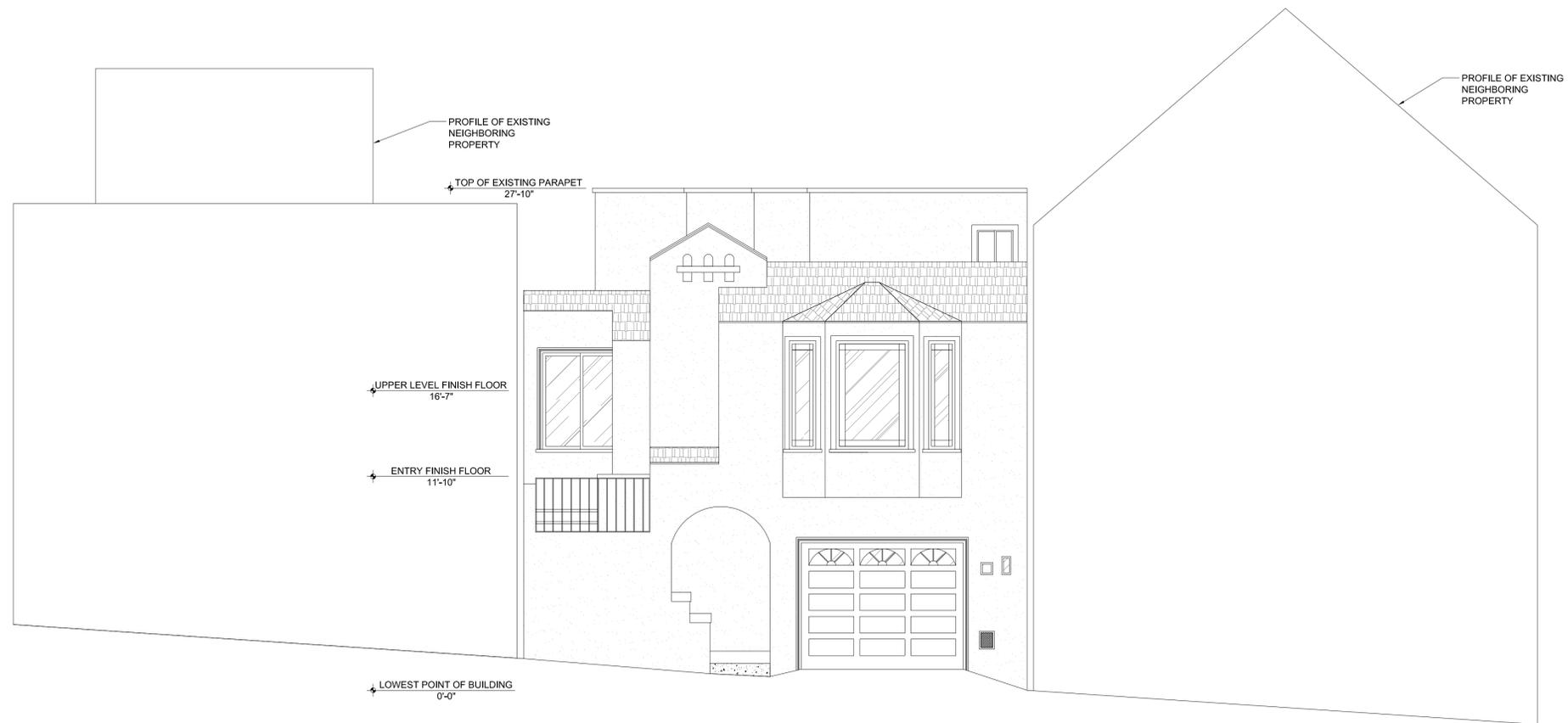
BLOCK: 7555 LOT: 010
 OWNER: KAWAGUCHI

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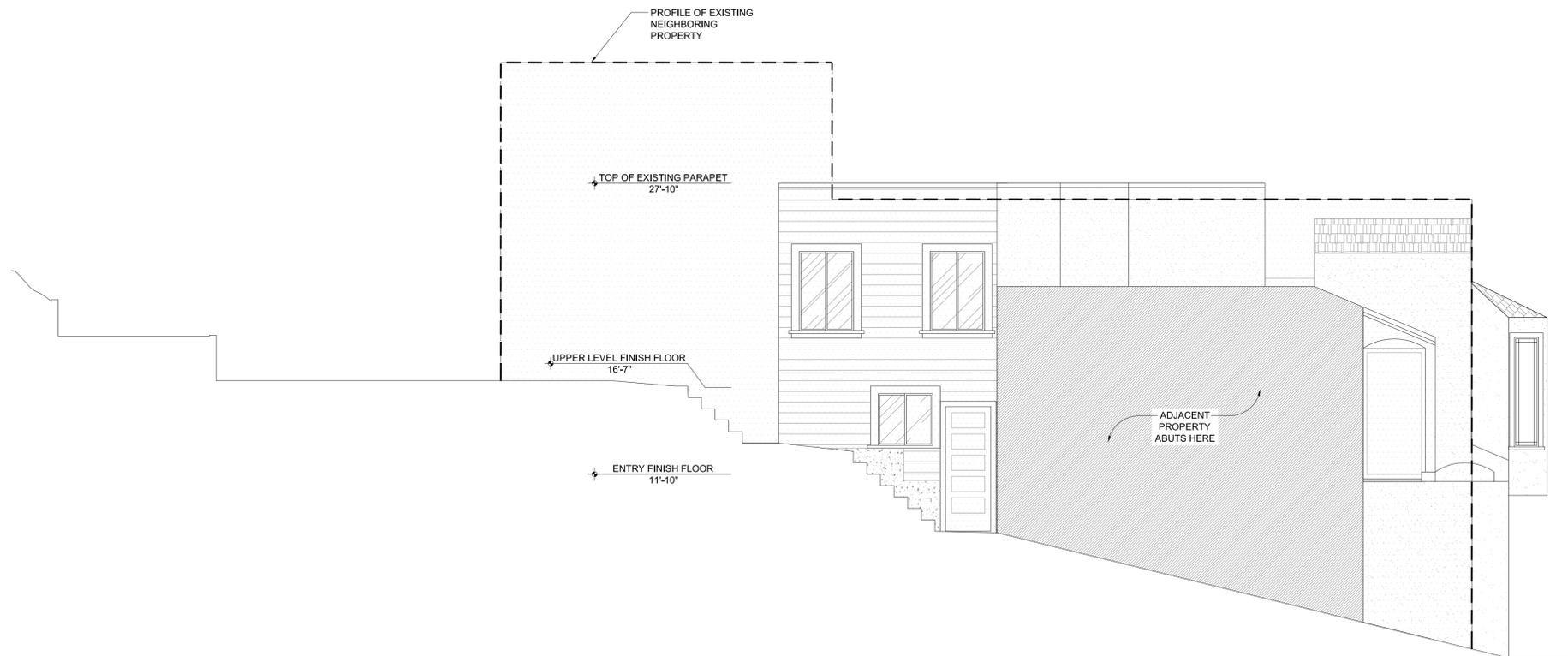
PROJECT NUMBER: 15002.00
 PRINT DATE: 02-18-15
 DRAWING SCALE: SEE DWG

EXISTING FLOORPLANS

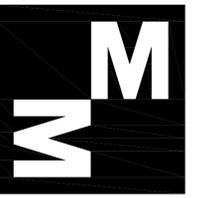
EX1.0



1 EXISTING SOUTH (FRONT) ELEVATION
SCALE: 1/4" = 1'-0"



2 EXISTING WEST ELEVATION
SCALE: 1/4" = 1'-0"



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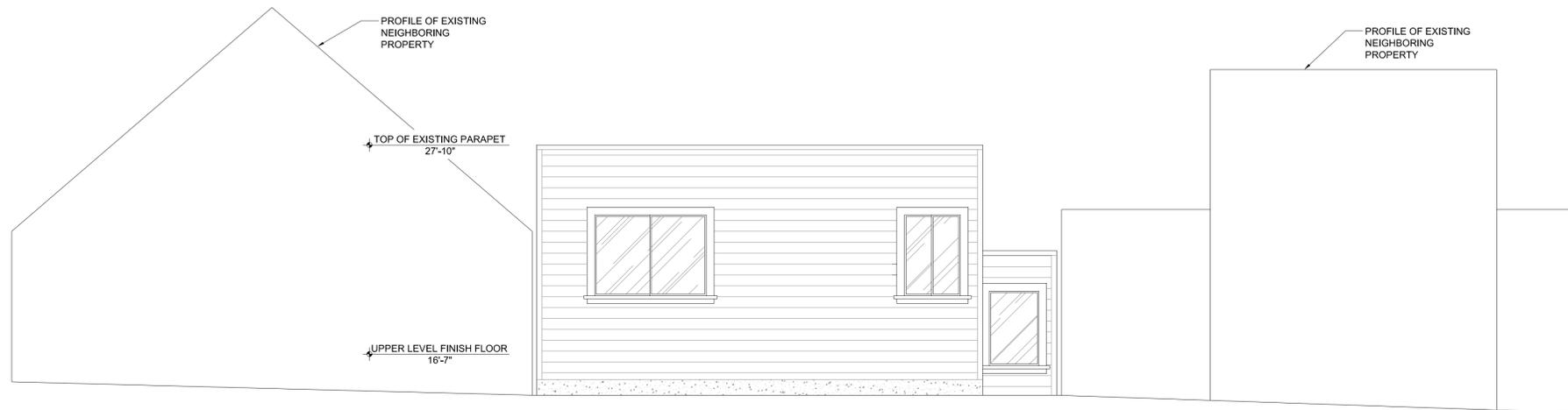
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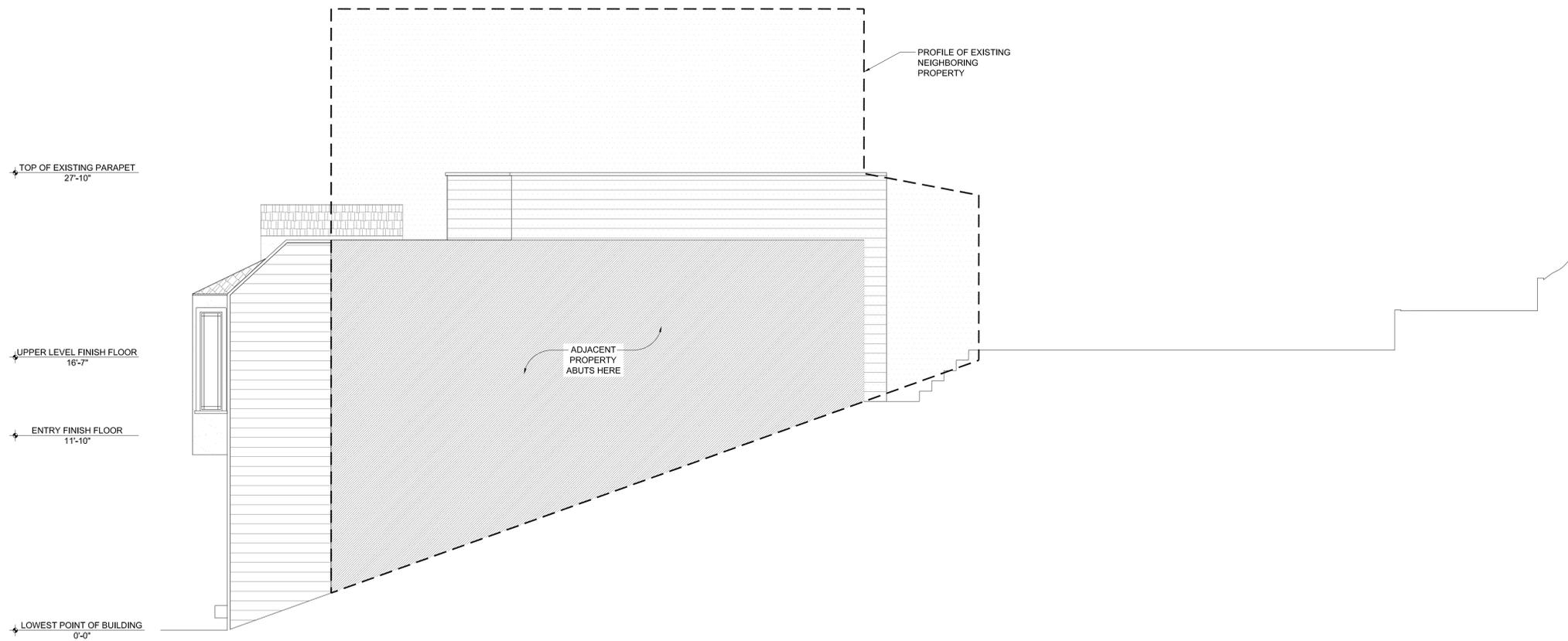
PROJECT NUMBER: 15002.00
PRINT DATE: 02-18-15
DRAWING SCALE: SEE DWG

EXISTING ELEVATIONS

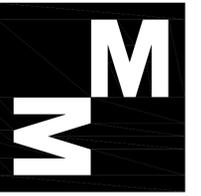
EX2.0



3 EXISTING NORTH (REAR) ELEVATION
SCALE: 1/4" = 1'-0"



4 EXISTING EAST ELEVATION
SCALE: 1/4" = 1'-0"



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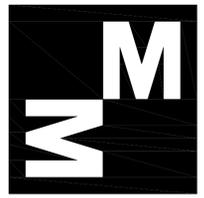
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PRINT DATE: 02-18-15
DRAWING SCALE: SEE DWG

EXISTING ELEVATIONS

EX2.1

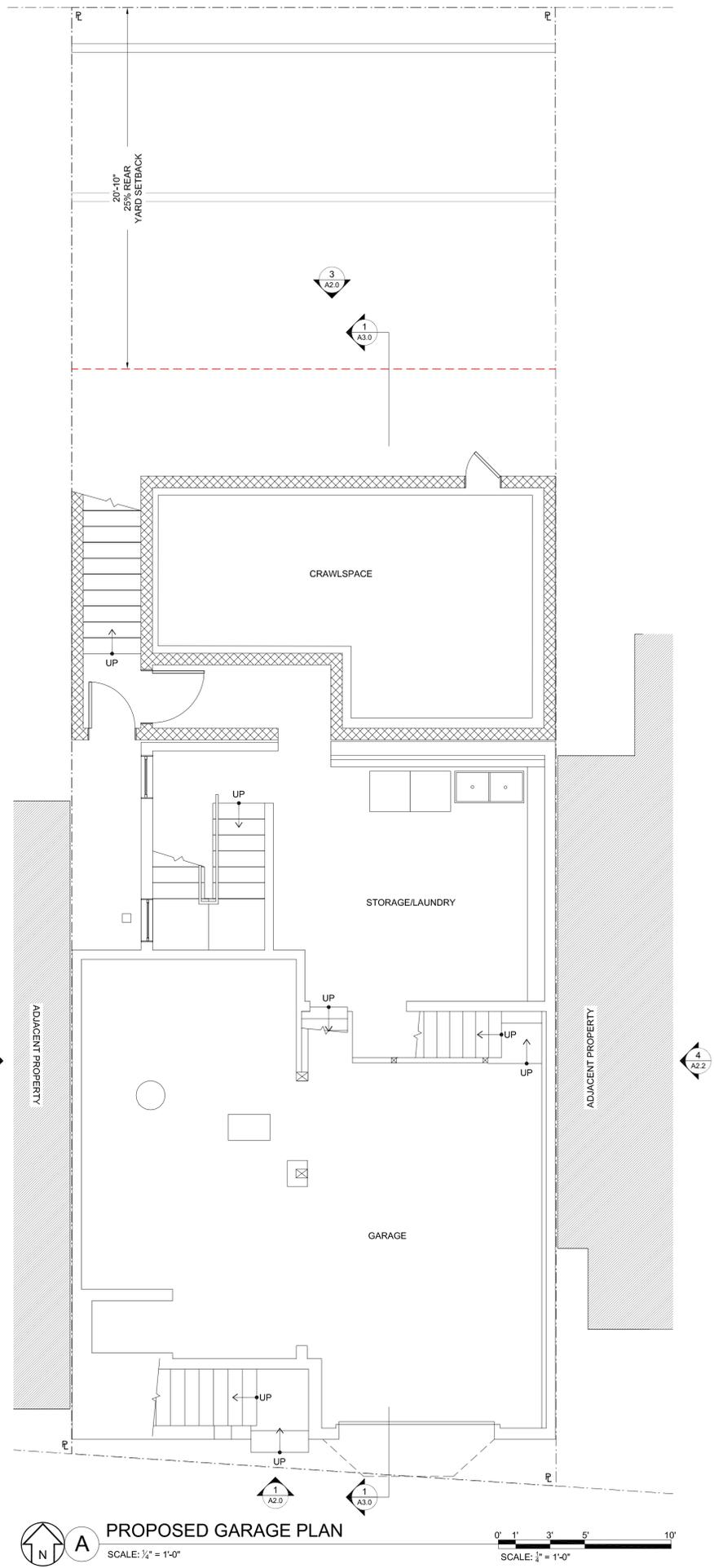
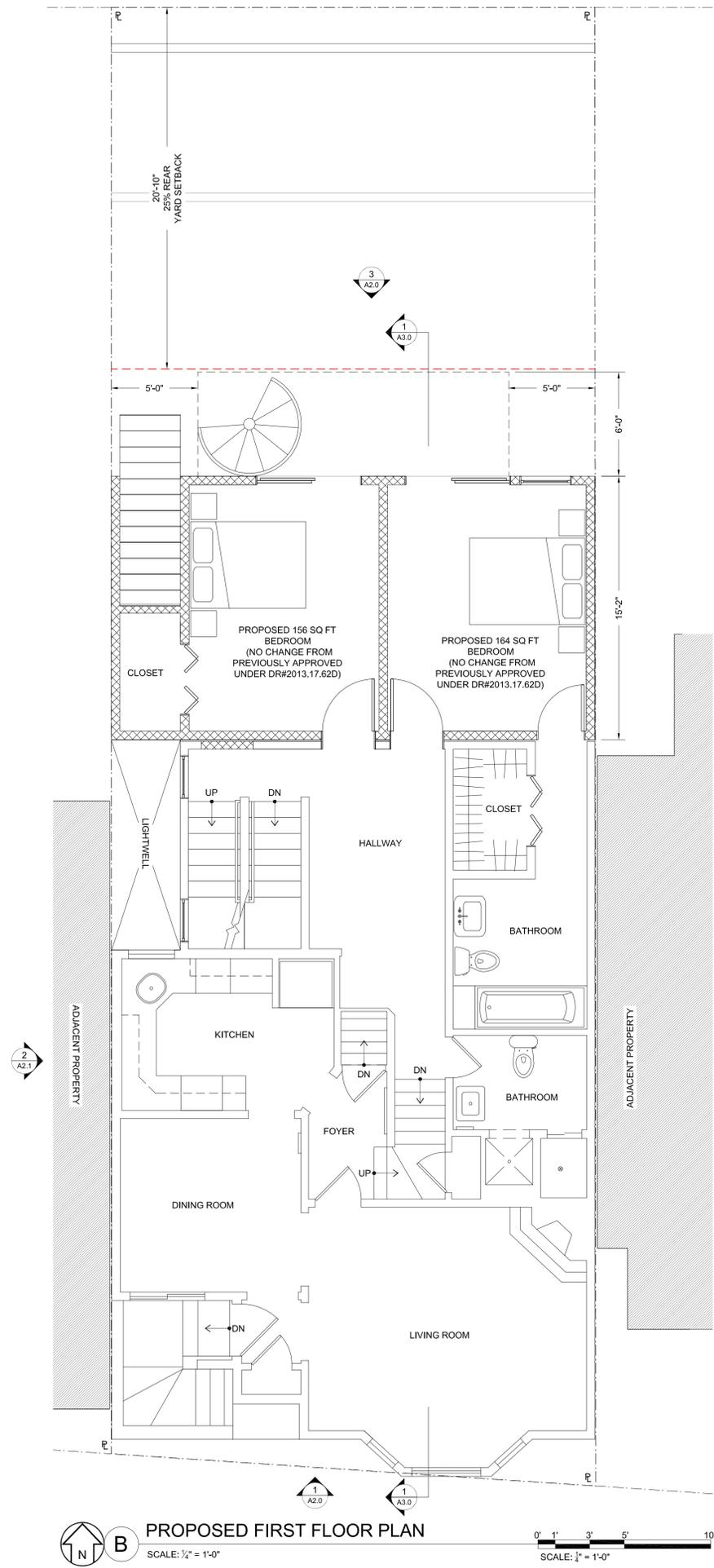


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LEGEND	
(E)- EXISTING	
(N)- NEW	
(E) WALL	—
(N) WALL - 2x'S @ 16"O.C.	▨
TYPE X GYP BD BOTH SIDES	▨
	ℓ
	⊥



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 SAN FRANCISCO, CA 94131

BLOCK: 7555 LOT: 010
 OWNER: KAWAGUCHI

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PROJECT NUMBER: 15002.00
 PRINT DATE: 02-18-15
 DRAWING SCALE: SEE DWG

PROPOSED PLANS

A1.0

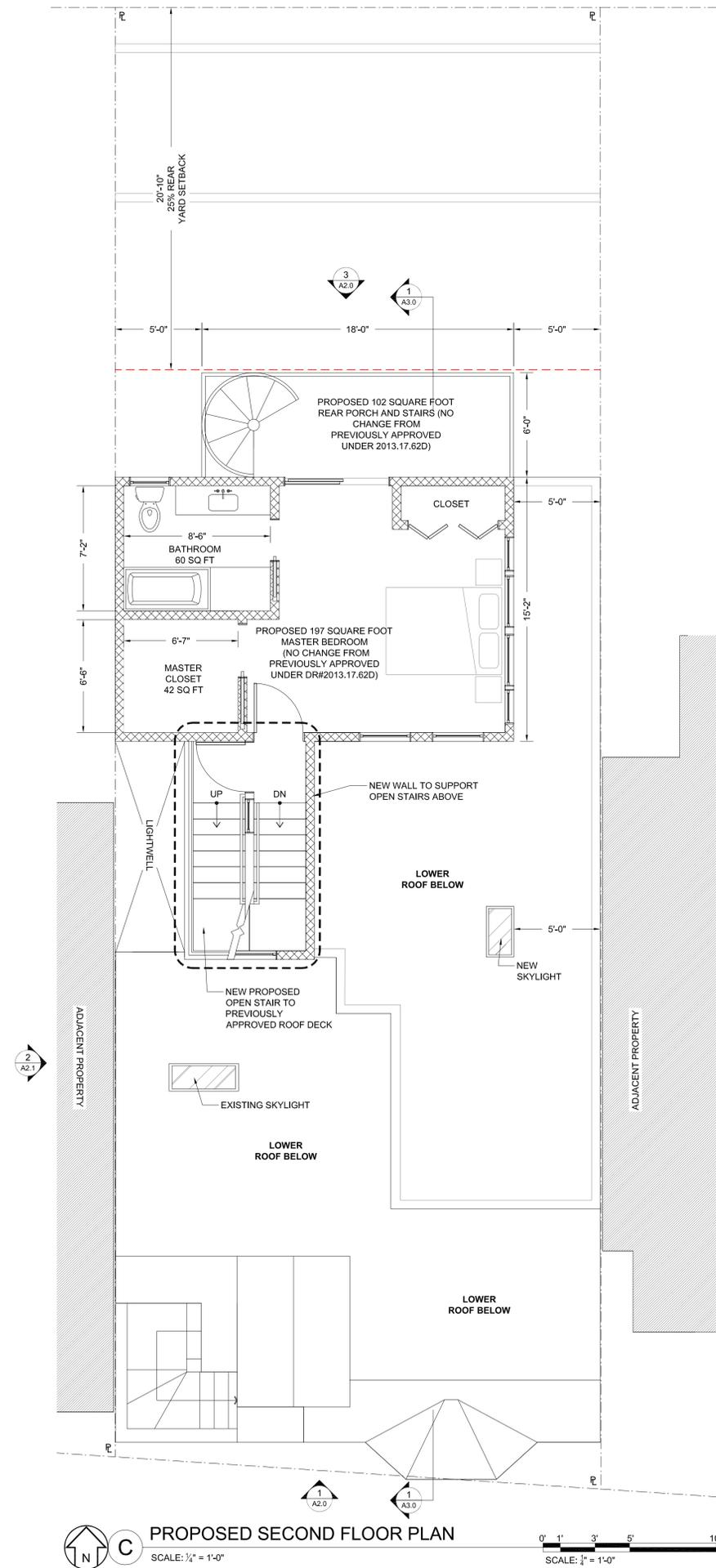
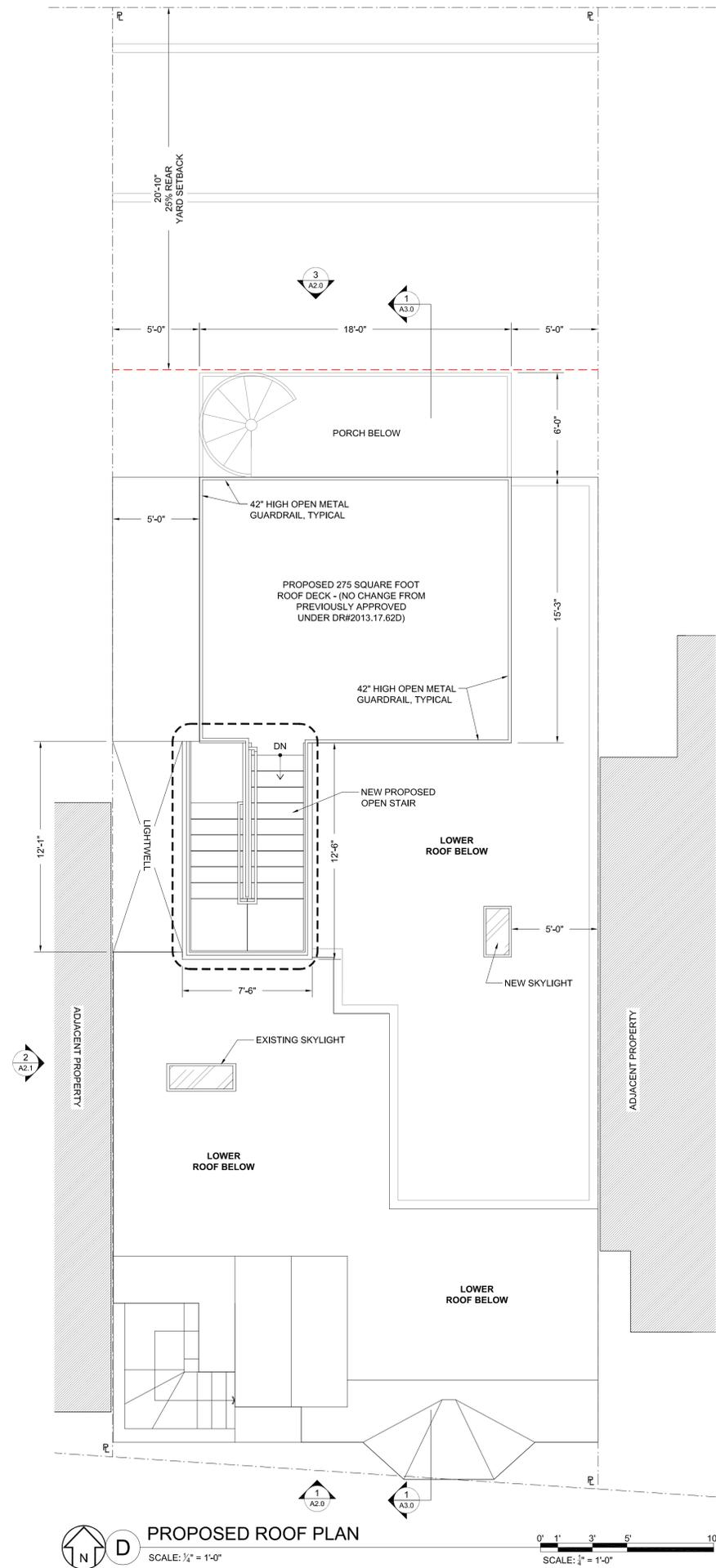


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LEGEND	
(E)- EXISTING	
(N)- NEW	
(E) WALL	
(N) WALL - 2x'S @ 16"O.C.	
TYPE X GYP BD BOTH SIDES	



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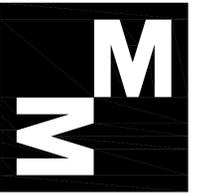
BLOCK: 7555 LOT: 010
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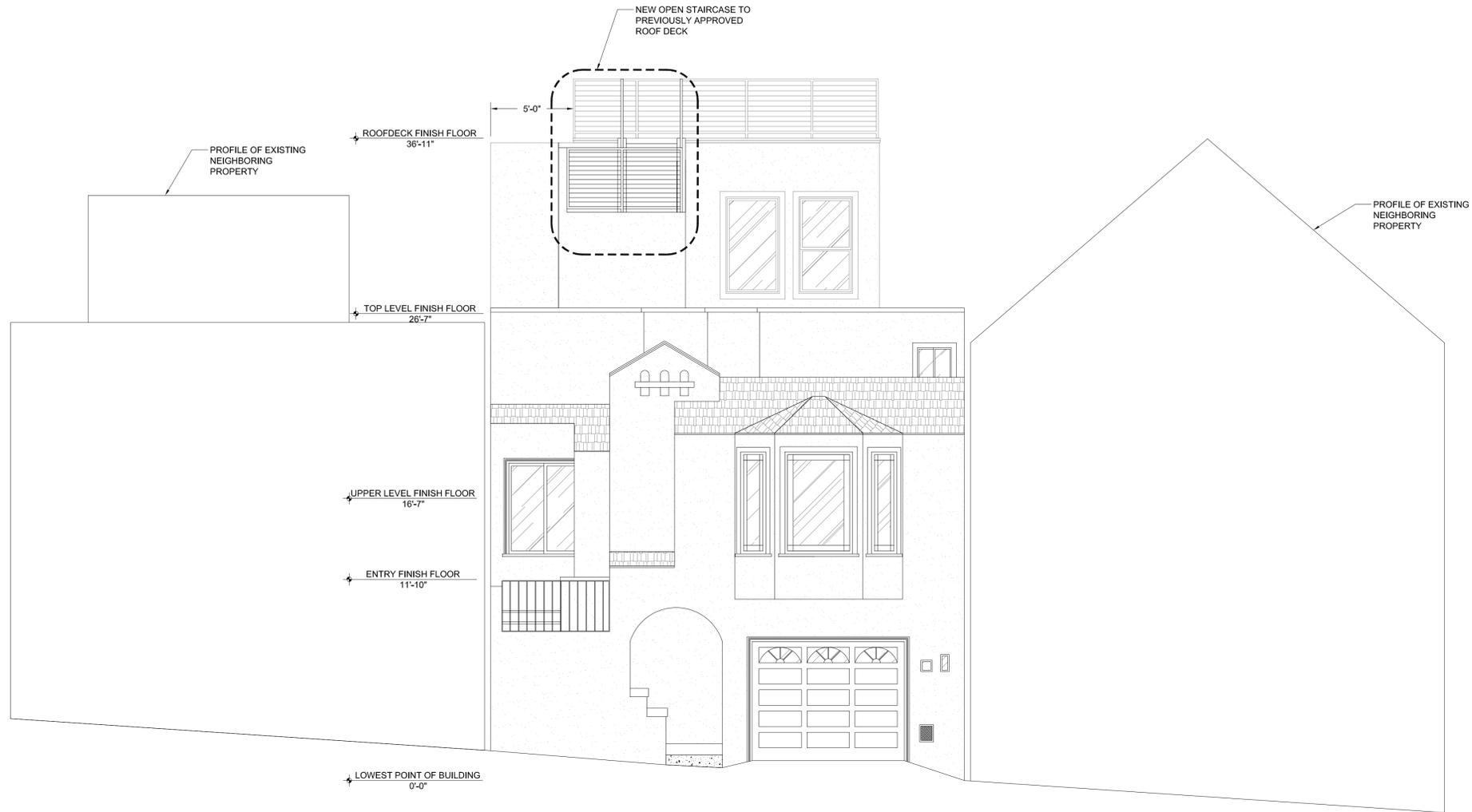
PROPOSED PLANS

A1.1

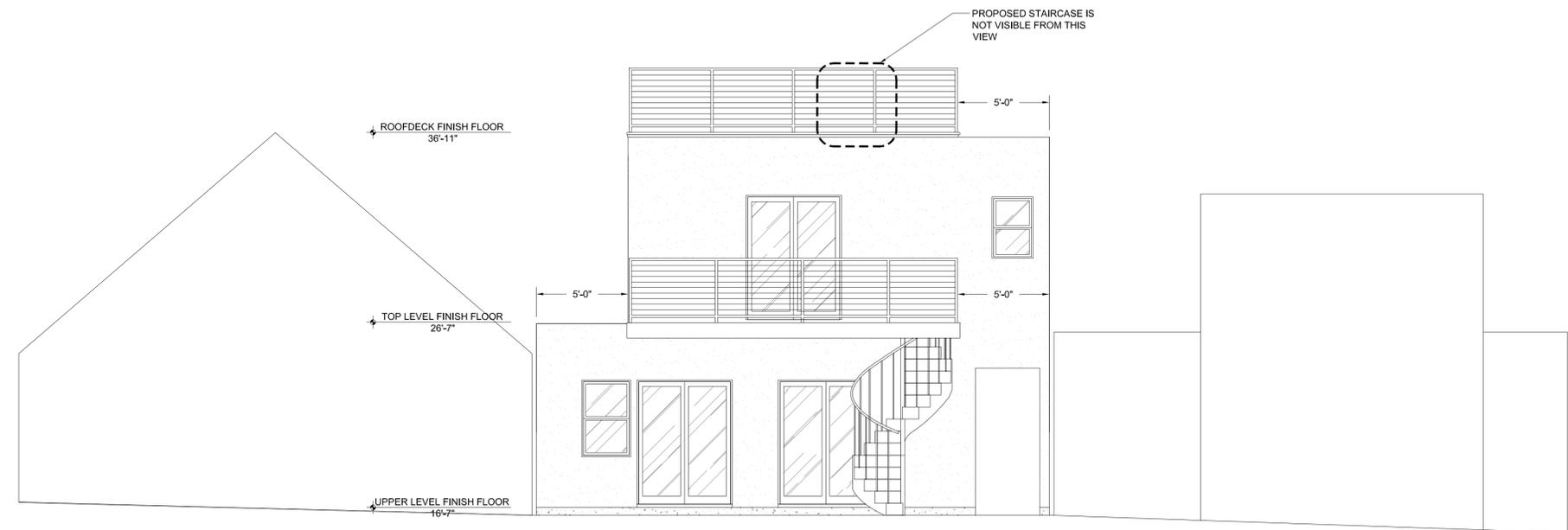
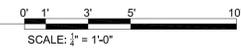


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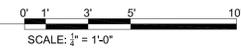
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1 PROPOSED SOUTH (FRONT) ELEVATION
 SCALE: 1/4" = 1'-0"



3 PROPOSED NORTH (REAR) ELEVATION
 SCALE: 1/4" = 1'-0"



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 SAN FRANCISCO, CA 94131

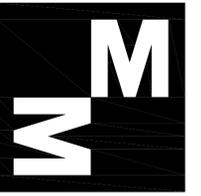
BLOCK: 7555 LOT: 010
 OWNER: KAWAGUCHI

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PROJECT NUMBER: 15002.00
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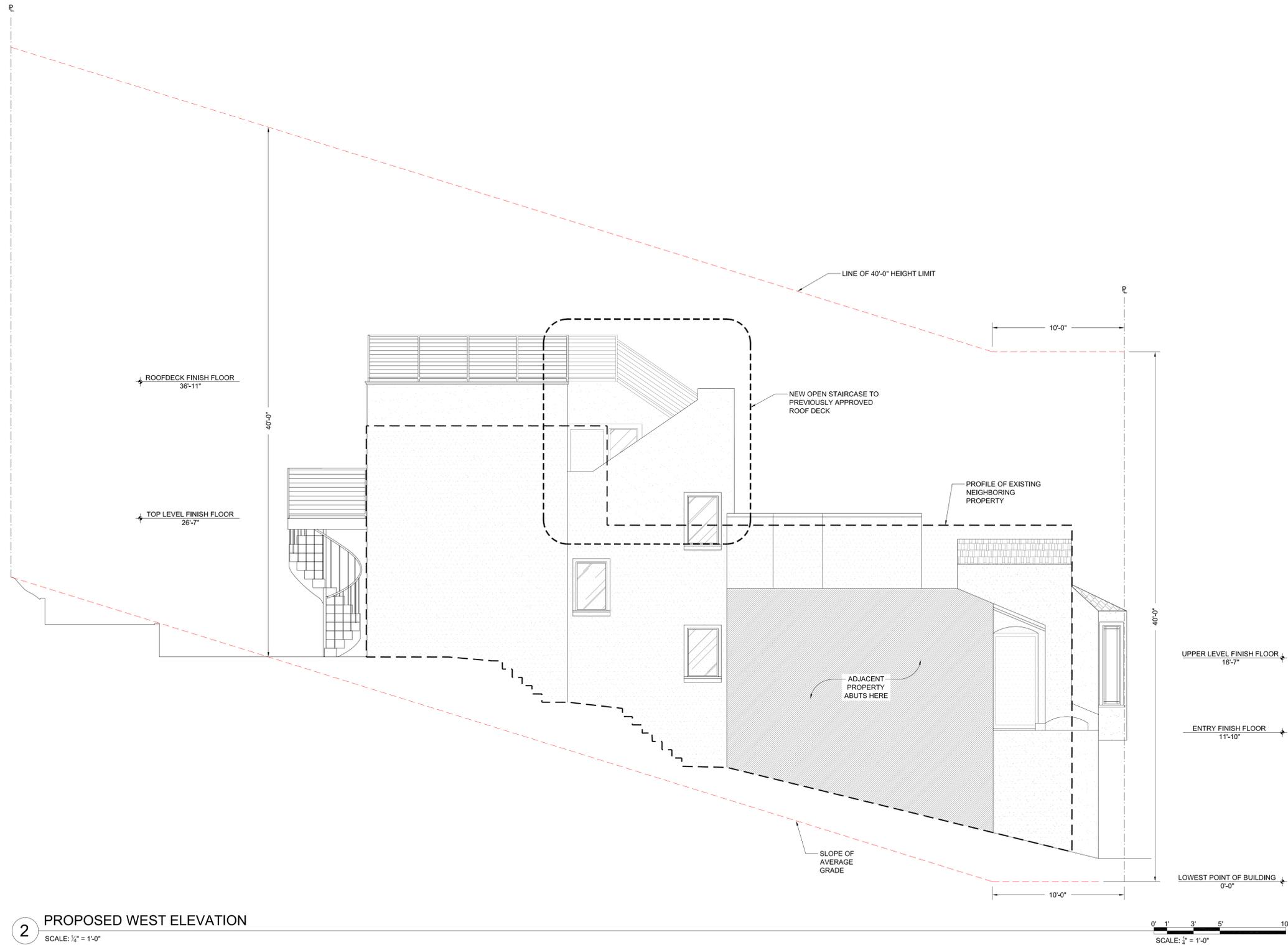
PROPOSED ELEVATIONS

A2.0



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2 PROPOSED WEST ELEVATION
 SCALE: 1/4" = 1'-0"

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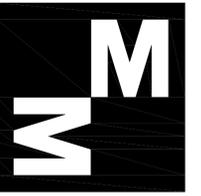
BLOCK: 7555 LOT: 010
 OWNER: KAWAGUCHI

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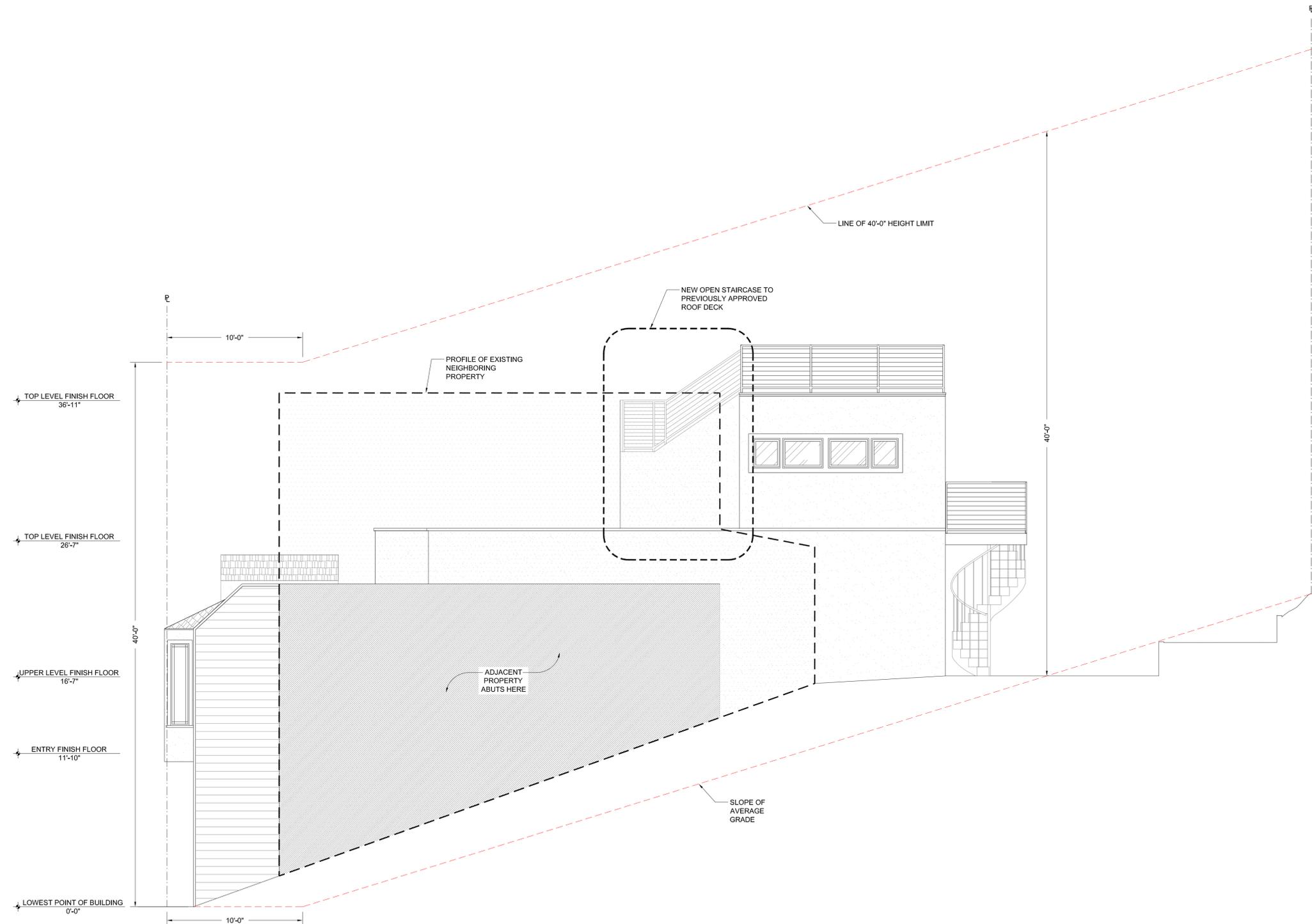
PROPOSED ELEVATIONS

A2.1

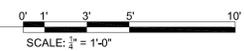


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4 PROPOSED EAST ELEVATION
 SCALE: 1/4" = 1'-0"



372 SUSSEX STREET
 SAN FRANCISCO, CA 94131

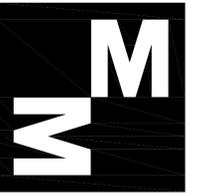
BLOCK: 7555 LOT: 010
 OWNER: KAWAGUCHI

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PROJECT NUMBER: 15002.00
 PRINT DATE: 02-18-15
 DRAWING SCALE: SEE DWG

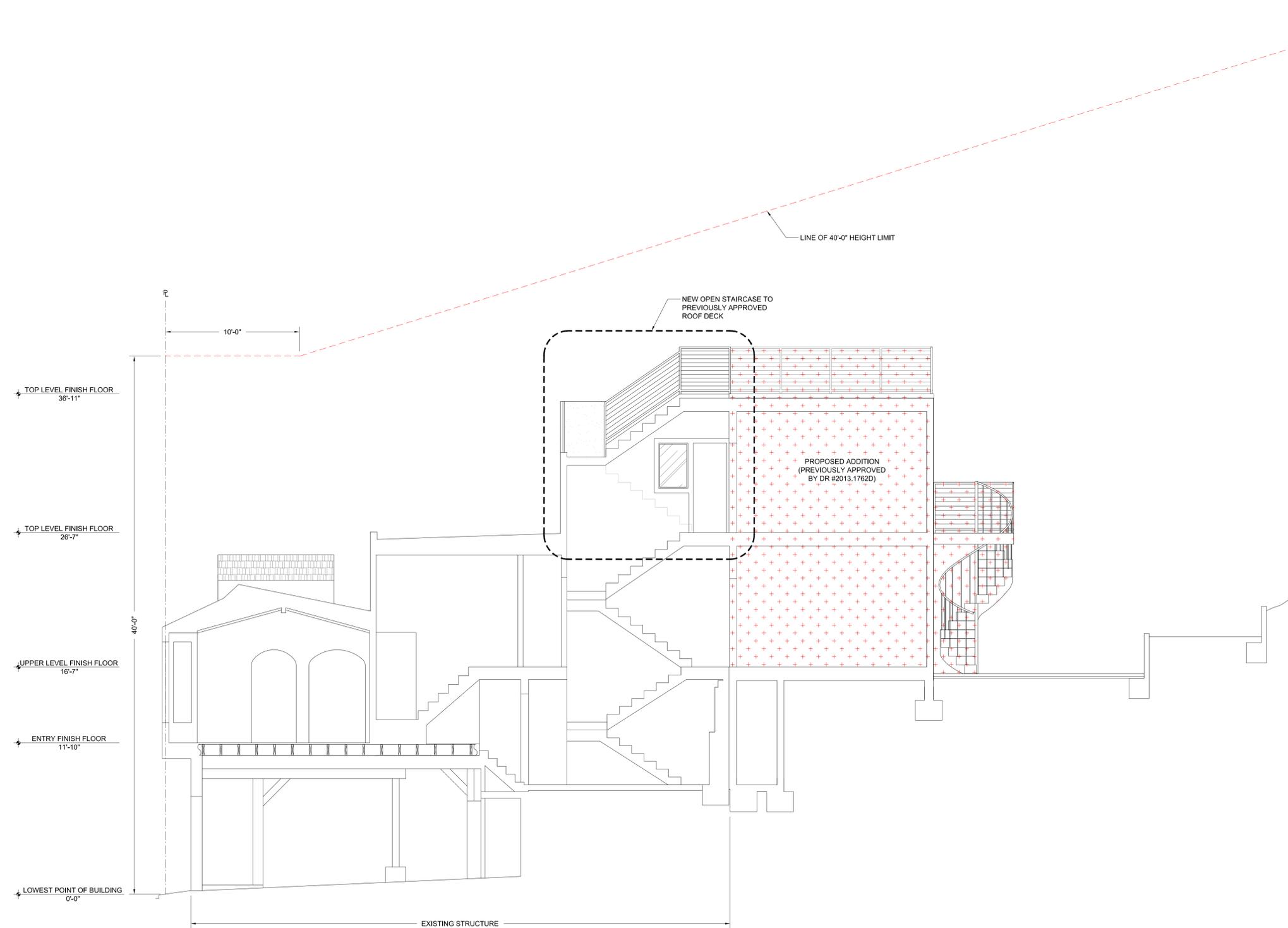
PROPOSED ELEVATIONS

A2.2



MOCK/WALLACE ARCHITECTS
 Architecture
 Interior Design / Space Planning
 Construction Management

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 San Francisco, CA 94103
 415.626.6868 t / 415.626.6982 f
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1 PROPOSED BUILDING AND SITE SECTION
 SCALE: 1/4" = 1'-0"

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PROPOSED SECTION

A3.0