



# SAN FRANCISCO PLANNING DEPARTMENT

**MEMO**

**DATE:** January 21, 2016  
**TO:** Terry Womack, AltSchool c/o EBI Consulting  
**FROM:** Julian J. Bañales, Planning Department  
**RE:** PPA Case No. 2015.010660PPA  
1240 & 1250 17<sup>th</sup> Street

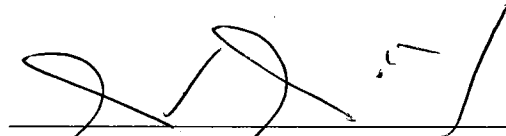
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Please find the attached Preliminary Project Assessment (PPA) for the address listed above. You may contact the staff contact, Chris Townes, at (415) 575-9195 or [Chris.Townes@sfgov.org](mailto:Chris.Townes@sfgov.org), to answer any questions you may have, or to schedule a follow-up meeting.



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Julian J. Bañales, SE Quadrant Team Manager



# SAN FRANCISCO PLANNING DEPARTMENT

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## Preliminary Project Assessment

*Date:* January 14, 2016  
*Case No.:* **2015.010660PPA**  
*Project Address:* 1240 and 1250 17<sup>th</sup> Street  
*Block/Lot:* 3950/002 & 003  
*Zoning:* UMU (Urban Mixed Use)  
48-X  
*Area Plan:* Showplace Square/Potrero Hill  
*Project Sponsor:* AltSchool c/o EBI Consulting  
Attn: Terry Womack  
[twomack@ebiconsulting.com](mailto:twomack@ebiconsulting.com); Tel: (858) 652-0336  
*Staff Contact:* Chris Townes – (415) 575-9195  
[Chris.Townes@sfgov.org](mailto:Chris.Townes@sfgov.org)

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### DISCLAIMERS:

This Preliminary Project Assessment (PPA) letter provides feedback to the project sponsor from the Planning Department regarding the proposed project described in the PPA application submitted on August 18, 2015 as summarized below. This PPA letter identifies Planning Department review requirements for the proposed project, including those related to environmental review, approvals, neighborhood notification and public outreach, the Planning Code, project design, and other general issues of concern for the project. Please be advised that the PPA application does not constitute an application for development with the Planning Department. The PPA letter also does not represent a complete review of the proposed project, does not grant a project approval of any kind, and does not in any way supersede any required Planning Department approvals listed below.

The Planning Department may provide additional comments regarding the proposed project once the required applications listed below are submitted. While some approvals are granted by the Planning Department, some are at the discretion of other bodies, such as the Planning Commission or Historic Preservation Commission. Additionally, it is likely that the project will require approvals from other City agencies such as the Department of Building Inspection, Public Works, the Municipal Transportation Agency, Department of Public Health, San Francisco Public Utilities Commission, and others. The information included herein is based on the PPA application and plans, the Planning Code, General Plan, Planning Department policies, and local/state/federal regulations as of the date of this document, all of which are subject to change.

### PROJECT DESCRIPTION:

The proposed project site is comprised of two rectangular lots—3950/002 and 3950/003—located at 1240 and 1250 17<sup>th</sup> Street, respectively. There is an existing 5,000 sf 1-story industrial building at 1240 17<sup>th</sup> Street and an 8,000 sf 1-story industrial building at 1250 17<sup>th</sup> Street. Both properties are equally sized with 10,000 sf each (50' x 200' lots). The Project Sponsor proposes to convert the existing industrial buildings into a

roughly 13,000 sf school “AltSchool” (an institutional- educational services use) for grades K-8. The proposed interior improvements would partition the buildings into seven classrooms for up to 210 students. The school would employ 15 full-time employees and contract additional staff people as needed. Pending SFMTA approval, student drop off and pick up would take place in a proposed loading zone adjacent to the proposed site on Missouri Street.

The proposal indicates that the operating hours would be from 7:00 AM – 6:00 PM with regular school hours being from 9:00 AM – 3:00 PM. AltSchool would offer extra-curricular activities both before the regular school day from 8:00 AM - 9:00 AM and after the regular school day from 3:00 PM – 6:00 PM. To ease traffic impacts to the surrounding neighborhood, the proposal also includes a Transportation Demand Management (TDM) Plan that would be modeled after existing TDM measures from other AltSchool sites, a key component of which includes staggered student drop-off/pick-up times. The project would provide 23 bicycle parking spaces and would not provide any vehicle parking. The proposed project, as described, does not include any building expansion or site excavation.

## **BACKGROUND:**

The project site is within the Eastern Neighborhoods Area Plans. The Eastern Neighborhoods Area Plans cover the Mission, East South of Market (SoMa), Showplace Square/Potrero Hill (location of project site), and Central Waterfront neighborhoods. On August 7, 2008, the Planning Commission certified the *Eastern Neighborhoods Programmatic Final Environmental Impact Report (Eastern Neighborhoods PEIR)* by Motion 17659 and adopted the Preferred Project for final recommendation to the Board of Supervisors.<sup>1,2</sup> The Eastern Neighborhoods Area Plans and its associated rezoning became effective December 19, 2008.

## **ENVIRONMENTAL REVIEW:**

### *Community Plan Exemption*

Section 15183 of the California Environmental Quality Act (CEQA) Guidelines states that projects that are consistent with the development density established by a community plan for which an environmental impact report (EIR) was certified do not require additional environmental review, except as necessary to determine the presence of project-specific significant effects not identified in the programmatic plan area EIR.

As discussed above, the proposed project is located within the Eastern Neighborhoods Area Plan, which was evaluated in the *Eastern Neighborhoods PEIR*. If the proposed project is consistent with the development density identified in the area plan, it would be eligible for a community plan exemption (CPE). Please note that a CPE is a type of exemption from environmental review, and cannot be modified to reflect changes to a project after approval. Proposed increases beyond the CPE project description in project size or intensity after project approval will require reconsideration of environmental impacts and issuance of a new CEQA determination.

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<sup>1</sup> San Francisco Planning Department. Eastern Neighborhoods Rezoning and Area Plans Final Environmental Impact Report (FEIR), Planning Department Case No. 2004.0160E, certified August 7, 2008. Available online at: <http://www.sf-planning.org/index.aspx?page=1893>, accessed August 17, 2012.

<sup>2</sup> San Francisco Planning Department. San Francisco Planning Commission Motion 17659, August 7, 2008. Available online at: <http://www.sf-planning.org/Modules/ShowDocument.aspx?documentid=1268>, accessed August 17, 2012.

Within the CPE process, there can be three different outcomes as follows:

- 1. CPE Only.** All potentially significant project-specific and cumulatively considerable environmental impacts are fully consistent with significant impacts identified in the *Eastern Neighborhoods PEIR*, and there would be no new "peculiar" significant impacts unique to the proposed project. In these situations, all pertinent mitigation measures and CEQA findings from the *Eastern Neighborhoods PEIR* are applied to the proposed project, and a CPE checklist and certificate is prepared. With this outcome, the applicable fees are: (a) the CPE determination fee (currently \$13,659) and (b) the CPE certificate fee (currently \$7,580).
- 2. Mitigated Negative Declaration.** If new site-or project-specific significant impacts are identified for the proposed project that were not identified in the *Eastern Neighborhoods PEIR*, and if these new significant impacts can be mitigated to a less-than-significant level, then a focused mitigated negative declaration is prepared to address these impacts, and a supporting CPE checklist is prepared to address all other impacts that were encompassed by the *Eastern Neighborhoods PEIR*, with all pertinent mitigation measures and CEQA findings from the *Eastern Neighborhoods PEIR* also applied to the proposed project. With this outcome, the applicable fees are: (a) the CPE determination fee (currently \$13,659) and (b) the standard environmental evaluation fee (which is based on construction value).
- 3. Focused EIR.** If any new site- or project-specific significant impacts cannot be mitigated to a less-than-significant level, then a focused EIR is prepared to address these impacts, and a supporting CPE checklist is prepared to address all other impacts that were encompassed by the *Eastern Neighborhoods PEIR*, with all pertinent mitigation measures and CEQA findings from the *Eastern Neighborhoods PEIR* also applied to the proposed project. With this outcome, the applicable fees are: (a) the CPE determination fee (currently \$13,659); (b) the standard environmental evaluation fee (which is based on construction value); and (c) one-half of the standard EIR fee (which is also based on construction value). An EIR must be prepared by an environmental consultant from the Planning Department's environmental consultant pool ([http://www.sfplanning.org/ftp/files/MEA/Environmental\\_consultant\\_pool.pdf](http://www.sfplanning.org/ftp/files/MEA/Environmental_consultant_pool.pdf)). The Planning Department will provide more detail to the project sponsor regarding the EIR process should this level of environmental review be required.

In order to begin formal environmental review, please submit an **Environmental Evaluation Application (EEA)**. The EEA can be submitted at the same time as the PPA Application. The environmental review may be done in conjunction with the required approvals listed below, but must be completed before any project approval may be granted. **Note that until an entitlement application is submitted to the Current Planning Division, only the proposed Project Description will be reviewed by the assigned Environmental Coordinator.** EEAs are available in the Planning Department lobby at 1650 Mission Street, Suite 400, at the Planning Information Center at 1660 Mission Street, and online at [www.sfplanning.org](http://www.sfplanning.org) under the "Publications" tab. See "Environmental Applications" on page 2 of the current Fee Schedule for a calculation of environmental application fees.<sup>3</sup>

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<sup>3</sup> San Francisco Planning Department. *Schedule for Application Fees*. Available online at:

Below is a list of topic areas addressed through the environmental review process. Some of these would require additional study based on the preliminary review of the project as it is proposed in the PPA application.

1. **Historic Resources.** The existing building on the project site is less than 45 years of age and/or was previously evaluated in a historical resources survey and found ineligible for national, state, or local listing. Thus, the proposed project is not subject to review by the Department's Historic Preservation staff; no additional analysis of historic architectural resources is required.
2. **Archeological Resources.** The project site lies within the Archeological Mitigation Zone J-2: Properties with No Previous Studies of the *Eastern Neighborhoods PEIR*. Because the project does not involve any excavation, it is unlikely that the Planning Department will require further archeological study. Upon submittal of the EEA, please confirm with the assigned environmental planner that no excavation will be required.
3. **Tribal Cultural Resources.** Tribal cultural resources (TCRs) are a class of resource established under the California Environmental Quality Act (CEQA) in 2015. TCRs are defined as a site, feature, place, cultural landscape, sacred place or object with cultural value to a California Native American tribe, that is either included on or eligible for inclusion in the California Register of Historical Resources or a local historic register, or is a resource that the lead agency, at its discretion and supported by substantial evidence, determines is a TCR. Planning Department staff will review the proposed project to determine if it may cause an adverse effect to a TCR. No additional information is needed from the project sponsor at this time. Consultation with California Native American tribes regarding TCRs may be required at the request of the tribes. If staff determines that the proposed project may have a potential significant adverse impact on a TCR, mitigation measures will be identified and required. Mitigation measures may include avoidance, protection, or preservation of the TCR and development of interpretation and public education and artistic programs.
4. **Transportation.** Based on the Planning Department's Transportation Impact Analysis Guidelines for Environmental Review,<sup>4</sup> the project would require additional transportation analysis to determine whether the project may result in a significant impact. Therefore, the Planning Department requires that a consultant listed in the Planning Department's Transportation Consultant Pool prepare a Transportation Technical Memorandum. You may be required to pay additional fees for the Memorandum; please contact Virnaliza Byrd at (415) 575-9025 to arrange payment. Please contact Manoj Madhavan at (415) 575-9095 or [manoj.madhavan@sfgov.org](mailto:manoj.madhavan@sfgov.org) so that he can provide you with a list of three consultants from the pre-qualified Transportation Consultant Pool. Upon selection of a transportation consultant, the Department will assign a transportation planner who will direct the scope of the consultant-prepared memorandum.
5. **Noise.** Given the proximity of the proposed project to residential uses on Missouri Street, the Planning Department may require further information regarding proposed construction activities. *Eastern Neighborhoods PEIR Noise Mitigation Measure F-2: Construction Noise* requires that the project

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<http://www.sf-planning.org/Modules/ShowDocument.aspx?documentid=513>.

<sup>4</sup>This document is available at: <http://www.sf-planning.org/index.aspx?page=1886>.

sponsor develop a set of site-specific noise attenuation measures under the supervision of a qualified acoustical consultant when the environmental review of a development project determines that construction noise controls are necessary due to the nature of planned construction practices and sensitivity of proximate uses. This mitigation measure requires that a plan for such measures be submitted to DBI prior to commencing construction to ensure that maximum feasible noise attenuation will be achieved.

Based on the *Eastern Neighborhoods PEIR*, the project site is located in an area where traffic-related noise exceeds 60 dBA Ldn (a day-night averaged sound level). *Eastern Neighborhoods PEIR Noise Mitigation Measure F-3: Interior Noise Levels* requires that the project sponsor conduct a detailed analysis of noise reduction measures for new development including noise-sensitive uses located along streets with noise levels above 60 dBA (Ldn), where such development is not already subject to the California Noise Insulation Standards in Title 24 of the California Code of Regulations. Noise insulation features recommended by the analysis to reduce interior noise levels must be included in the project's design.

*Eastern Neighborhoods PEIR Noise Mitigation Measure F-5: Siting of Noise-Generating Uses* would apply to the proposed project because the project would include educational uses that would be expected to generate short term noise levels in excess of ambient noise in the project site vicinity. *Noise Mitigation Measure F-5: Siting of Noise-Generating Uses* requires the preparation of an analysis that includes, at a minimum, a site survey to identify potential noise-sensitive uses with a direct line of sight to the project site within 900 feet and at least one 24-hour noise measurement (with maximum noise level readings taken at least every 15 minutes). The analysis must be prepared by persons qualified in acoustical analysis and/or engineering and must demonstrate with reasonable certainty that the proposed use would (1) comply with the use compatibility requirements in the General Plan and in Police Code Section 29091, (2) would not adversely affect nearby noise-sensitive uses, and (3) that there are no particular circumstances that appear to warrant heightened concern about the proposed project's noise levels. Should such concerns be present, the Department may require the completion of a detailed noise assessment by person(s) qualified in acoustical analysis and/or engineering prior to the first project approval action.

Finally, *Eastern Neighborhoods PEIR Noise Mitigation Measure F-6: Open Space in Noisy Environments* would apply to the proposed project because it includes new development of a noise-sensitive use. This mitigation measure requires that open space required under the Planning Code be protected from existing ambient noise levels. Implementation of this measure could involve, among other things, site design that uses the building itself to shield on-site open space from the greatest noise sources, construction of noise barriers between noise sources and open space, and appropriate use of both common and private open space in multi-family dwellings, and implementation would also be undertaken consistent with other principles or urban design.

6. **Air Quality.** The proposed project's 210 students and approximately 13,000 square feet of classroom space are below the Bay Area Air Quality Management District's (BAAQMD) construction and

operational screening levels for criteria air pollutants.<sup>5</sup> Therefore, it is unlikely that the Planning Department will require further analysis of the project's criteria air pollutant emissions.

Project-related demolition, grading and other construction activities, however, may cause wind-blown dust that could contribute particulate matter into the local atmosphere. To reduce construction dust impacts, the proposed project will be required to adhere to the dust control requirements set forth in the Construction Dust Ordinance contained in San Francisco Health Code Article 22B and San Francisco Building Code Section 106.A.3.2.6.

The project site is not located within an Air Pollutant Exposure Zone, as mapped and defined by Health Code Article 38. The Air Pollutant Exposure Zone identifies areas with poor air quality based on modeling of air pollution, exposures, and health vulnerability from mobile, stationary, and area source emissions within San Francisco. Given that the project site is not within an Air Pollutant Exposure Zone, additional measures or analysis related to local health risks are not likely to be required. However, if the project would include new sources of toxic air contaminants including, but not limited to, emissions from diesel generators or boilers, or any other stationary sources, the project would result in toxic air contaminants that may affect both on-site and off-site sensitive receptors. Please provide detailed information related to any proposed stationary sources with the EEA.

7. **Greenhouse Gases.** *The City and County of San Francisco's Strategies to Address Greenhouse Gas Emissions* presents a comprehensive assessment of policies, programs, and ordinances that represents San Francisco's Qualified Greenhouse Gas (GHG) Reduction Strategy. Projects that are consistent with San Francisco's Qualified GHG Reduction Strategy would result in less-than-significant impacts from GHG emissions. In order to facilitate a determination of compliance with San Francisco's Qualified GHG Reduction Strategy, the Planning Department has prepared a Greenhouse Gas Analysis Compliance Checklist.<sup>6</sup> The project sponsor is required to submit the completed table regarding project compliance with the identified regulations and provide project-level details in the discussion column. This information will be reviewed by the environmental planner during the environmental review process to determine if the project would comply with San Francisco's Greenhouse Gas Reduction Strategy. Projects that do not comply with an ordinance or regulation may be determined to be inconsistent with the Greenhouse Gas Reduction Strategy.
8. **Geology.** The project site is located partially within a Seismic Hazard Zone (Liquefaction Hazard Zone likely underlain by artificial fill). Because the project only involves interior renovations and does not involve excavation, grading, or any new construction, the Planning Department does not require a geotechnical report. Under the San Francisco Building Code, however, the Department of Building Inspection (DBI) may require further geotechnical study.
9. **Hazardous Materials.** The Department of Public Health mapped the proposed project site as an area that may be contaminated due to previous industrial uses. While the proposed project does not require any excavation, it would involve a change in use from industrial to educational uses where

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<sup>5</sup> BAAQMD, *CEQA Air Quality Guidelines*, May 2011, Chapter 3.

<sup>6</sup> Refer to <http://sf-planning.org/index.aspx?page=1886> for latest "Greenhouse Gas Compliance Checklist for Private Development Projects."

children would use the proposed facility and outdoor spaces. The project sponsor indicated that the property owner is working on a remediation plan with the Department of Public Health. Please submit documentation detailing this process to the Planning Department with the EEA. To assess the potential for site contamination and level of exposure risk associated with the project, the project sponsor should retain the services of a qualified professional to prepare a Phase I Environmental Site Assessment (ESA) that meets the requirements of Health Code Section 22.A.6. Based on the information in the Phase I ESA, the project may be subject to Article 22A of the Health Code, also known as the Maher Ordinance. Please provide a copy of the Phase I ESA with the EEA to assist the Planning Department in determining if enrollment in the Maher Program and/or further remediation is necessary.

*Eastern Neighborhoods EIR Hazardous Materials Mitigation Measure L-1: Hazardous Building Materials* would be applicable to the proposed project. The mitigation measure requires that the project sponsor ensure that any equipment containing polychlorinated biphenyls (PCBs) or di(2-ethylhexyl) phthalate (DEPH), such as fluorescent light ballasts, and any fluorescent light tubes containing mercury be removed and properly disposed of in accordance with applicable federal, state, and local laws. In addition, any other hazardous materials identified, either before or during work, must be abated according to applicable federal, state, and local laws.

Because the existing building was constructed prior to 1980, asbestos-containing materials, such as floor and wall coverings, may be found in the building. The Bay Area Air Quality Management District (BAAQMD) is responsible for regulating airborne pollutants including asbestos. Please contact BAAQMD for the requirements related to demolition of buildings with asbestos-containing materials. In addition, because of its age (constructed prior to 1978), lead paint may be found in the existing building. Please contact the San Francisco Department of Building Inspection (DBI) for requirements related to the demolition of buildings that may contain lead paint.

10. **Tree Planting and Protection.** The Department of Public Works Code Section 8.02-8.11 requires disclosure and protection of landmark, significant, and street trees located on private and public property. Any such trees must be shown on the site plans with the size of the trunk diameter, tree height, and accurate canopy drip line. Please submit the *Tree Planting and Protection Checklist* with the EEA and ensure that trees are appropriately shown on site plans. Also see the comments below under "Street Trees."
11. **Disclosure Report for Developers of Major City Projects.** The San Francisco Ethics Commission S.F. Camp. & Govt. Conduct Code § 3.520 et seq. requires developers to provide the public with information about donations that developers make to nonprofit organizations that may communicate with the City and County regarding major development projects. This report must be completed and filed by the developer of any "major project." A major project is a real estate development project located in the City and County of San Francisco with estimated construction costs exceeding \$1,000,000 where either: (1) The Planning Commission or any other local lead agency certifies an EIR for the project; or (2) The project relies on a program EIR and the Planning Department, Planning Commission, or any other local lead agency adopts any final environmental determination under CEQA. A final environmental determination includes: the issuance of a Community Plan Exemption (CPE); certification of a CPE/EIR; adoption of a CPE/Final Mitigated Negative Declaration; or a



project approval by the Planning Commission that adopts CEQA Findings. (In instances where more than one of the preceding determinations occur, the filing requirement shall be triggered by the earliest such determination.) A major project does not include a residential development project with four or fewer dwelling units. The first (or initial) report must be filed within 30 days of the date the Planning Commission (or any other local lead agency) certifies the EIR for that project or, for a major project relying on a program EIR, within 30 days of the date that the Planning Department, Planning Commission, or any other local lead agency adopts a final environmental determination under CEQA. Please submit a Disclosure Report for Developers of Major City Projects to the San Francisco Ethics Commission. This form can be found at the Planning Department or online at <http://www.sfethics.org>.

### PLANNING DEPARTMENT APPROVALS:

The project requires the following Planning Department approvals. These approvals may be reviewed in conjunction with the required environmental review, but may not be granted until after the required environmental review is completed.

1. A **Building Permit Application** is required for the proposed tenant improvements to the existing buildings on the subject properties.
2. A **Variance Application** is required pursuant to Planning Code Section 305 from the Zoning Administrator to seek and justify an exception from the minimum transparency and fenestration requirements of Planning Code Section 145.1(c)(6).
3. A **312 Notification** is required for the proposed change of use.

Building Permit applications are available at the Department of Building Inspection at 1660 Mission Street. A 312 Neighborhood Notification instructional handout and a Variance application is available through the Planning Department website at [www.sfplanning.org](http://www.sfplanning.org) under the "Resource Center" tab, then under "Permit Forms, Application and Fees".

### NEIGHBORHOOD NOTIFICATIONS AND PUBLIC OUTREACH:

Project Sponsors are encouraged to conduct public outreach with the surrounding community and neighborhood groups early in the development process. Additionally, many approvals require a public hearing with an associated neighborhood notification. Differing levels of neighborhood notification are mandatory for some or all of the reviews and approvals listed above. Specifically, notification is required for the:

1. Building Permits (Section 312)
2. Variance

In order to ensure early identification of neighbor concerns and to provide the ability for the Project Sponsor to mitigate neighbor concerns before project submittal; thereby, ensuring a more streamlined, predictable review from the Planning Department and elimination of delays associated with Discretionary Reviews, this project is required to conduct a **Pre-application** meeting with surrounding neighbors and registered neighborhood groups before a development application may be filed with the Planning Department. The Pre-application packet, which includes instructions and template forms, is

available at [www.sfplanning.org](http://www.sfplanning.org) under the "Permits & Zoning" tab. All registered neighborhood group mailing lists are available online at [www.sfplanning.org](http://www.sfplanning.org) under the "Resource Center" tab.

### PRELIMINARY PROJECT COMMENTS:

The following comments address specific Planning Code and other general issues that may significantly impact the proposed project:

1. **Institutions Use- Educational Services.** Planning Code Section 843.32 permits institutions uses – educational services as of right, as defined by Planning Code Section 890.50 which defines educational services as, "A use certified by the Western Association of Schools and Colleges which provides educational services such as a school, college or university. It may include, on the same premises, employee or student dormitories and other housing operated by and affiliated with the institution". Any future project submittal must provide proof of certification by the Western Association of Schools and Colleges to demonstrate compliance with the institutions use – educational services definition.
2. **Open Space – Non-Residential.** Section 135.3 requires this project to provide one foot of open space for every 250 square feet of institutional space. The proposal includes 13,000 sf of institutional - educational services space. Therefore, 52 sf of open space would be required. The rear yards of both buildings would exceed the open space requirement; however any future project submittal must label such spaces accordingly providing further landscape/hardscape detail to better depict the nature of these spaces and plan detail to depict how these spaces are accessed and protected.
3. **Street Trees.** The Department of Public works requires the planting of Street Trees pursuant to Article 16, Section 805(a) and (d) and 806 (d). Generally, one street tree for every 20 feet of frontage for new construction will be required. You may contact Department of Public Works staff for additional information. You may also view the code requirements at the following link: view the requirements at the following link: [http://www.amlegal.com/nxt/gateway.dll/California/publicworks/article16urbanforestryordinance?f=templates\\$fn=default.htm\\$3.0\\$vid=amlegal:sanfrancisco\\_ca\\$anc=JD\\_806](http://www.amlegal.com/nxt/gateway.dll/California/publicworks/article16urbanforestryordinance?f=templates$fn=default.htm$3.0$vid=amlegal:sanfrancisco_ca$anc=JD_806)
4. **Rooftop Screening.** Planning Code Section 141 requires that rooftop mechanical equipment and appurtenances to be used in the operation or maintenance of a building shall be arranged so as not to be visible from any point at or below the roof level of the subject building. The features so regulated shall in all cases be either enclosed by outer building walls or parapets, or grouped and screened in a suitable manner, or designed in themselves so that they are balanced and integrated with respect to the design of the building. Minor features not exceeding one foot in height shall be exempted from this regulation. Detailed architectural plans that specify the rooftop features of the project have not yet been provided in order to determine whether the project satisfies this Code requirement. Any future project submittal must provide further Roof Plan detail to demonstrate compliance with the rooftop screening requirements.

5. **Transparency and Fenestration.** Planning Code Section 145.1(c)(6) requires that at least 60% of the ground floor street frontage which contains active uses be visually-transparent into the building. The amount of visually transparent glazing along each existing street frontage elevation is substantially below the minimum amount required and therefore, these frontages are legal, non-conforming. The proposed in-fill treatments to the street frontage elevations would further intensify the non-conformity and would therefore require a Variance. Although the project may seek and justify a Variance from the provisions of this Code pursuant to Planning Code Section 305, staff strongly encourages the Project Sponsor to study and seek a Code-compliant design alternative.
6. **Curb Cut Limits.** Pursuant to Planning Code Section 155, the frequency of curb cuts shall be minimized to maximize the number and size of on-street parking spaces available to the public and to minimize conflicts with pedestrian and transit movements. The proposal does not include any off-street parking or loading; thereby, rendering all existing curb cuts as abandoned. Therefore, the Department would not support the retention of any existing curb cuts. Any future project submittal must provide an existing vs. proposed Site Plan that depicts the presence and removal of curb cuts.
7. **Bicycle Parking.** Planning Code Section 155.2 requires this project to provide at least one Class 1 bicycle parking space per two Elementary School classrooms and four bicycle parking spaces per Secondary (or Middle School) classroom. Although the current plans provide a total of 23 bicycle parking spaces, the plans do not currently specify the grade level of each classroom; therefore, the specific bicycle parking requirement cannot be determined. Any future project submittal must specify classroom type (Elementary or Secondary) and provide the minimum number of required bicycle parking spaces.
8. **Shower Facilities and Lockers.** Planning Code Section 155.4 requires institutional use projects whose occupied floor area exceeds 10,000 sf but is no greater than 20,000 sf to provide a minimum number of shower and locker facilities. Since the project proposes 13,000 sf of occupied floor area, one shower and six clothes lockers are required.
9. **Impact Fees.** This project will be subject to various impact fees. Please refer to the [Planning Director's Bulletin No. 1](#) for an overview of Development Impact Fees, and to the Department of Building Inspection's [Development Impact Fee webpage](#) for more information about current rates.

Based on an initial review of the proposed project, the following impact fees, which are assessed by the Planning Department, will be required:

- a. **Transit Impact Development Fee (TIDF/TSF)**  
Transit Impact Development Fee. Pursuant to Planning Code Section 411 et seq., the Transit Impact Development Fee (TIDF) will apply to this project. Please be aware that under the ongoing Transportation Sustainability Program, a proposed new transportation impact fee (the Transportation Sustainability Fee, or TSF) may replace the TIDF. Additional information on this program is available on the Department's website at: <http://www.sf-planning.org/index.aspx?page=3035>

- b. Eastern Neighborhoods Impact Fees (423)

**PRELIMINARY DESIGN COMMENTS:**

The following comments address preliminary design issues that may substantially affect the proposed project:

Since the proposal is an adaptive reuse of a building with few minor exterior modifications the Urban Design Advisory Team (UDAT) supports the project, but suggests exploring opportunities to enhance the design of the entrance to increase the transparency and the invitational quality. Furthermore, the Project Sponsor is encouraged to maintain the transparency of existing façade with no reduction.

With regard to the proposed student drop-off/pick-up loading zone along Missouri, the Street Design Advisory Team (SDAT) supports the proposed loading zone on Missouri Street.

**PRELIMINARY PROJECT ASSESSMENT EXPIRATION:**

This Preliminary Project Assessment is valid for a period of **18 months**. An Environmental Evaluation, Variance and Building Permit Applications, as listed above, must be submitted no later than **July 25, 2017**. Otherwise, this determination is considered expired and a new Preliminary Project Assessment is required. Such applications and plans must be generally consistent with those found in this Preliminary Project Assessment.

Enclosure:      Environmental Evaluation Application  
                     Neighborhood Group Mailing List  
                     Planning Bulletin #9: Bicycle Parking Requirements: Design & Layout  
                     Pre-Application Meeting Handout  
                     Variance Application  
                     312 Neighborhood Notification Handout

cc:    Roberta Gordon, Property Owner  
         Chris Townes, Current Planning  
         Heather Jones, Environmental Planning  
         Paul Chasan, Citywide Planning and Analysis  
         David Winslow, Citywide Planning and Analysis  
         Jonas Ionin, Planning Commission Secretary  
         Charles Rivasplata, SFMTA  
         Jerry Sanguinetti, Public Works  
         Pauline Perkins, SFPUC  
         Planning Department Webmaster (planning.webmaster@sfgov.org)