



DISCRETIONARY REVIEW ANALYSIS

HEARING DATE: February 15, 2024

Record No.: 2021-009470DRP
Project Address: 4820 Anza Street
Permit Application 2021.0830.7438
Zoning: RH-2 [Residential House- Two Family]
Family Housing Opportunity SUD
40-X Height and Bulk District
Cultural District: NA
Block/Lot: 1505 / 016
Project Sponsor: Fiona Lee
Inncon Design
3626 Geary Blvd. Suite 203
San Francisco CA 94118
Staff Contact: David Winslow – (628) 652-7335
david.winslow@sfgov.org
Environmental Review: Categorical Exemption

Recommendation: Take DR and Approve with Modifications

Project Description

The project proposes to construct a 2-story vertical addition to a two-story single-family home.

Site Description and Present Use

The site is an approximately 25'-0" wide x 100'-0" deep upsloping lot. The existing building is a two-story single family house listed as a category C– No Historic Resource present - built in 1924.

Surrounding Properties and Neighborhood

This block of Anza generally consists of 2- to 3-story houses fronting the street. Some neighboring buildings have third and fourth floors that are setback from the main building fronts. This is a key lot which currently extends

deeper into the rear than its immediate neighbors to the west as such access to the mid-block open space is already blocked.

Building Permit Notification

Type	Required Period	Notification Dates	DR File Date	DR Hearing Date	Filing to Hearing Date
311 Notice	30 days	September 19, 2023- October 18, 2023	October 18, 2023	February 15, 2024	121 days

Hearing Notification

Type	Required Period	Required Notice Date	Actual Notice Date	Actual Period
Posted Notice	20 days	January 20, 2024	January 20, 2024	20 days
Mailed Notice	20 days	January 20, 2024	January 20, 2024	20 days
Online Notice	20 days	January 20, 2024	January 20, 2024	20 days

Public Comment

	Support	Opposed	No Position
Adjacent neighbor(s)	0	0	0
Other neighbors on the block or directly across the street	0	0	0
Neighborhood groups	0	0	0

Environmental Review

The Department has determined that the proposed project is exempt/excluded from environmental review, pursuant to CEQA Guideline Section 15301 (Class One - Minor Alteration of Existing Facility, (e) Additions to existing structures provided that the addition will not result in an increase of more than 10,000 square feet).

DR Requestor

Deborah Holley on behalf of 587 39th Avenue, the residents of the adjacent house to the east.

DR Requestor's Concerns and Proposed Alternatives

DR requestor is concerned that the project does not comply with the Residential Design Guidelines related to building scale at the rear and front, topography, privacy and light and air impacts.

Proposed alternatives:

1. Eliminate the fourth story.
2. Eliminate the rear roof-deck.

See attached *Discretionary Review Application*, dated October 18, 2023

Project Sponsor's Response to DR Application

The proposed expansion is common throughout the neighborhood. The project is Code compliant, and through a series of communications with our planner and revisions complies with the Residential Design Guidelines. The DR requestor has built to a similar height as we are proposing.

See attached *Discretionary Review Response*, dated February 5, 2024

Department Review

This is a key lot with houses that front 39th Avenue. Staff design review initially recommended removal of the fourth floor to comply with the Residential Design Guideline "Design the height and depth of the building to be compatible with the existing building scale at the mid-block open space."

The addition was revised to significantly reduce the massing at the rear by setting the third and fourth floor back 16'-0" from the rear wall. The stair enclosure along the east wall was also shaped to reduce massing. The roof deck was also reduced by several feet at the front. The fourth story addition aligns with the rear wall of the immediate neighbor to the west. Because of the upsloping lot the addition is three stories above grade and therefore steps up with the topography. This is similar in height to the adjacent neighbor / DR requestor's 4 story building to the east at 39th Avenue (three-story building at the rear), and several buildings on 39th Avenue to the north. Based on these factors subsequent review deemed the size and location of the third and fourth floor to be an appropriate design response.

Due to high parapets on adjacent buildings the third story addition at the street appears a half story higher and was found to be compatible with the prevailing scale of buildings at the street.

There is a deck over an existing one-story portion of the existing structure at the rear. That deck extends to the shared property line. The height of the solid fire-rated parapet for the deck along with the unnecessary potential conflicts from the deck to impose privacy impacts is exceptional.

Staff deems there are exceptional or extraordinary circumstances and recommends taking Discretionary Review and approving with the rear deck set back 5' from property lines and remove the solid parapet above the roof level.

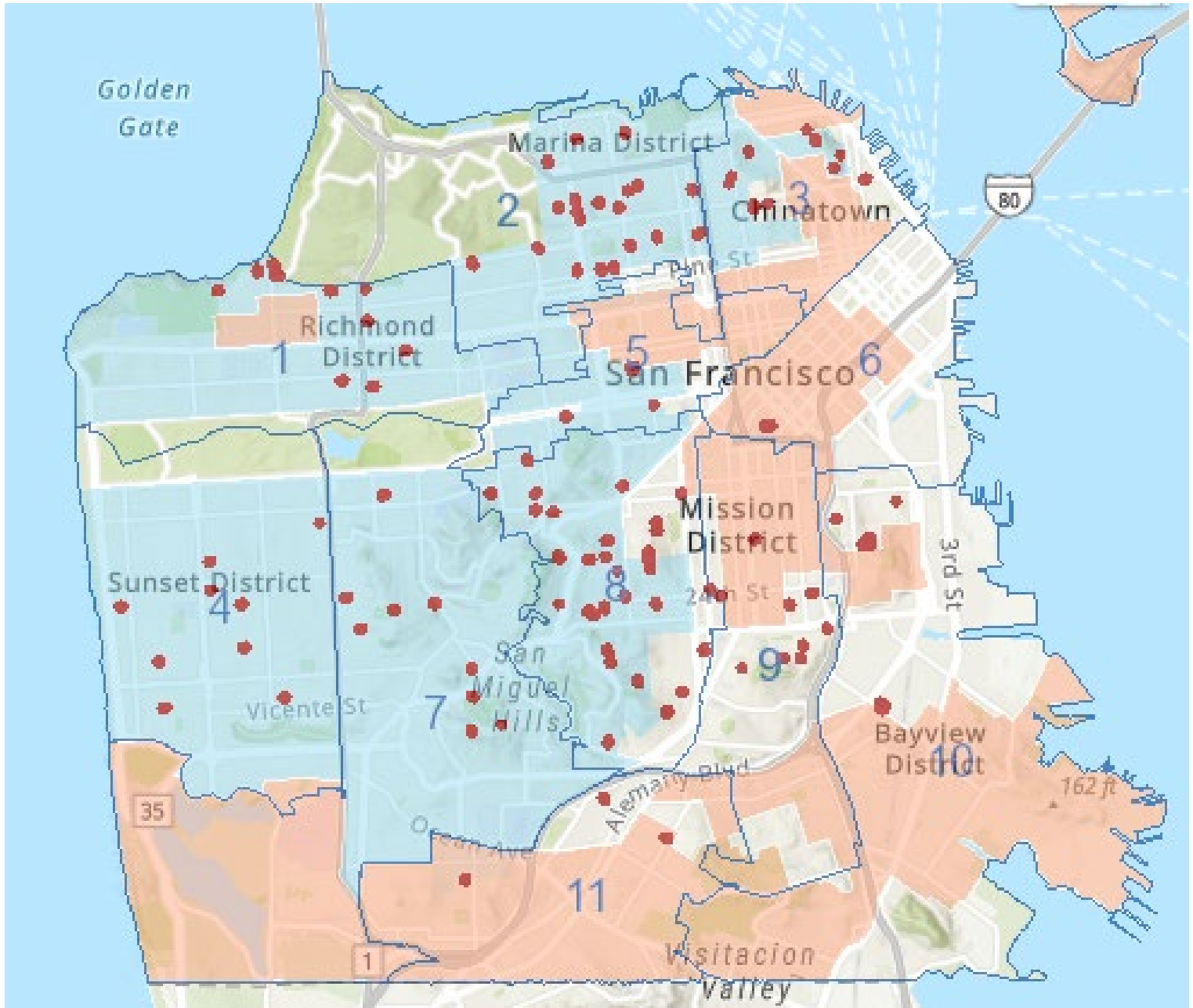
Recommendation: Take DR and Approve with Modifications

Attachments:

Map of DRs filed in the past 2 years.
Block Book Map
Sanborn Map
Zoning Map
Aerial Photographs
Context Photographs
30 -Day Notice
CEQA Determination
DR Application
DR Response dated 2.5.24.
311 Plans

Exhibits

Location of DRs the last 2 years



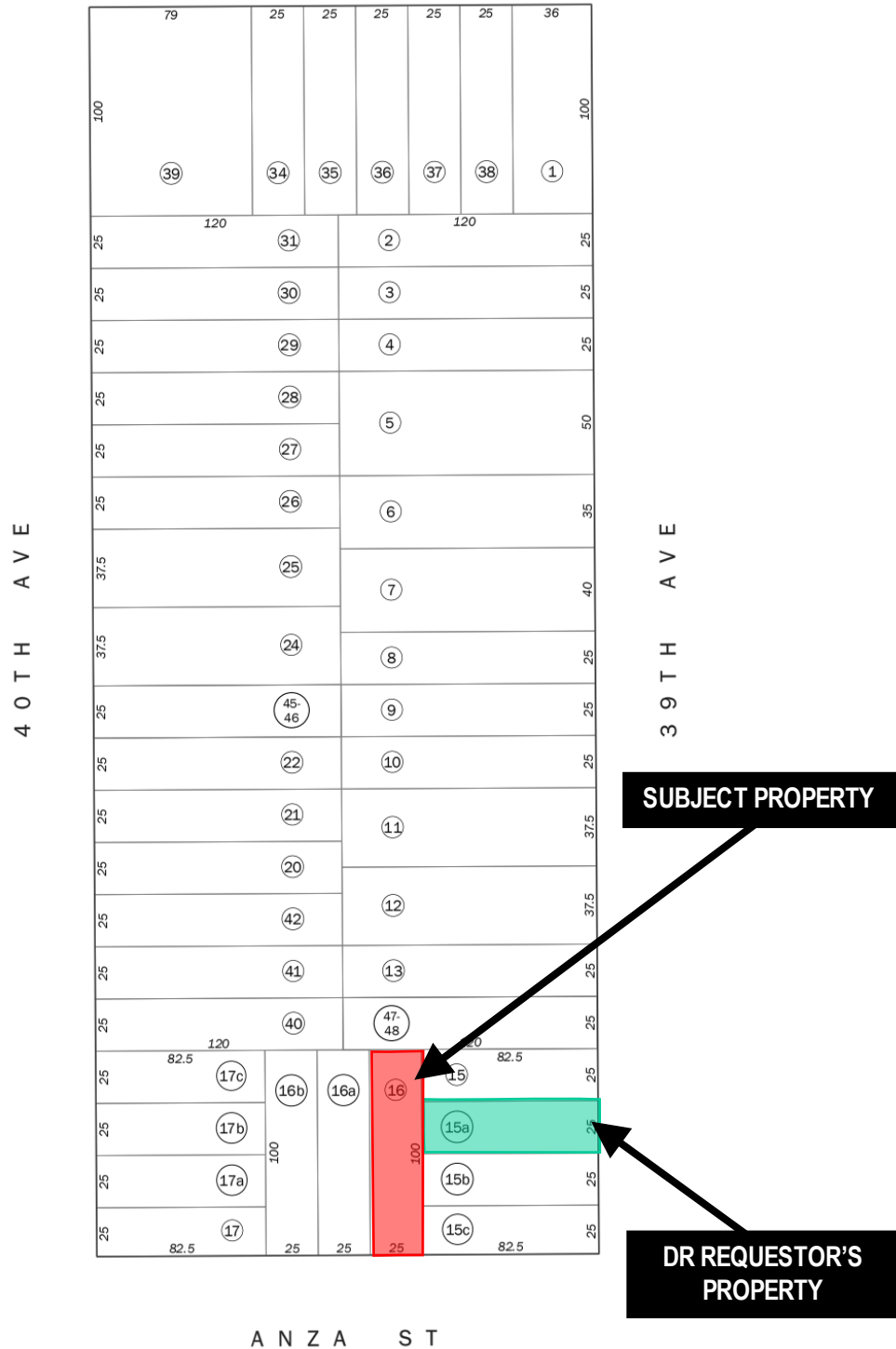
Well Resourced Neighborhoods

Priority Equity Geographies

Discretionary Review Hearing
Case Number 2021-009470DRP
4820 Anza Street

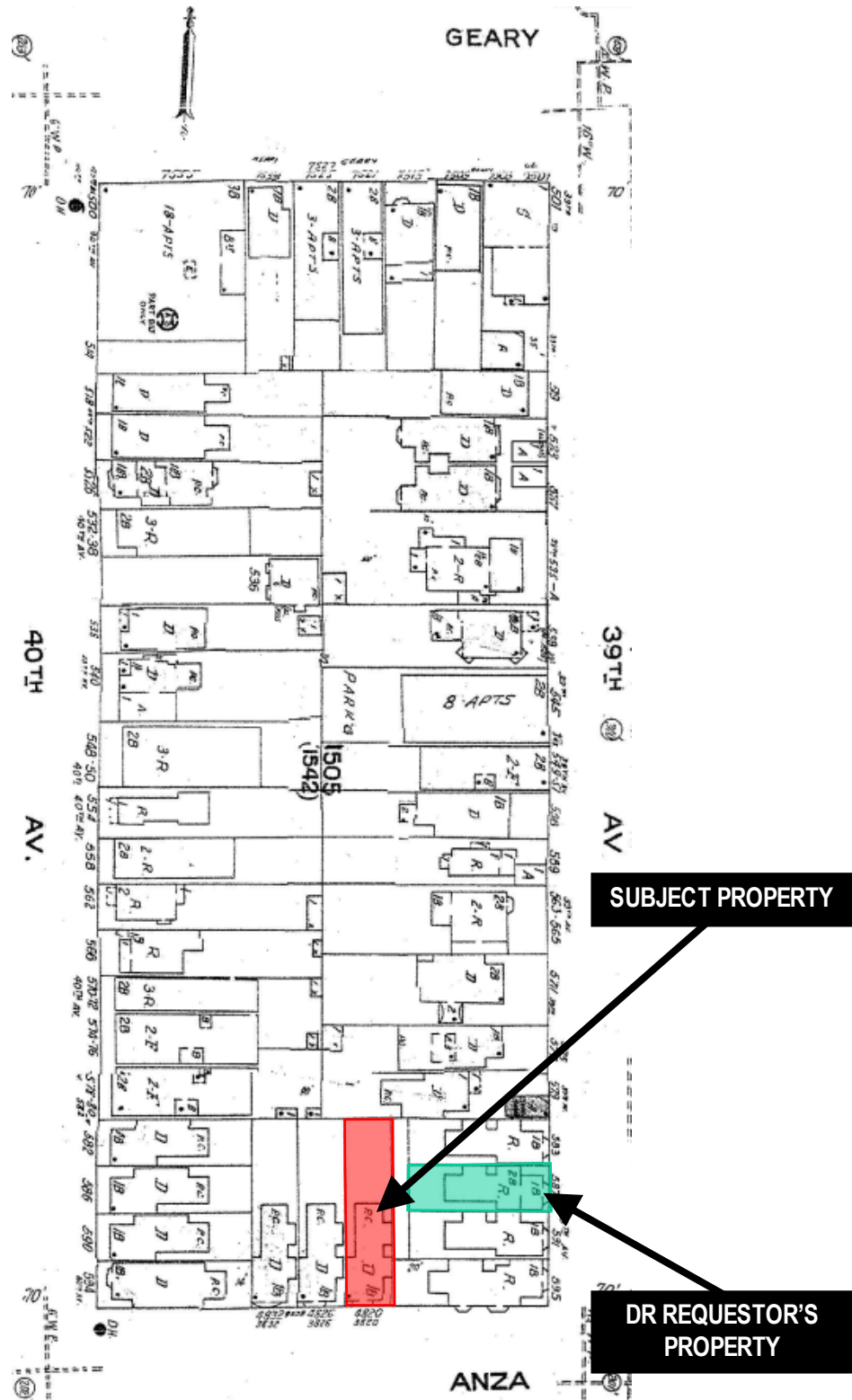
Parcel Map

G E A R Y B L V D



Discretionary Review Hearing
Case Number 2021-009470DRP
4820 Anza Street

Sanborn Map*

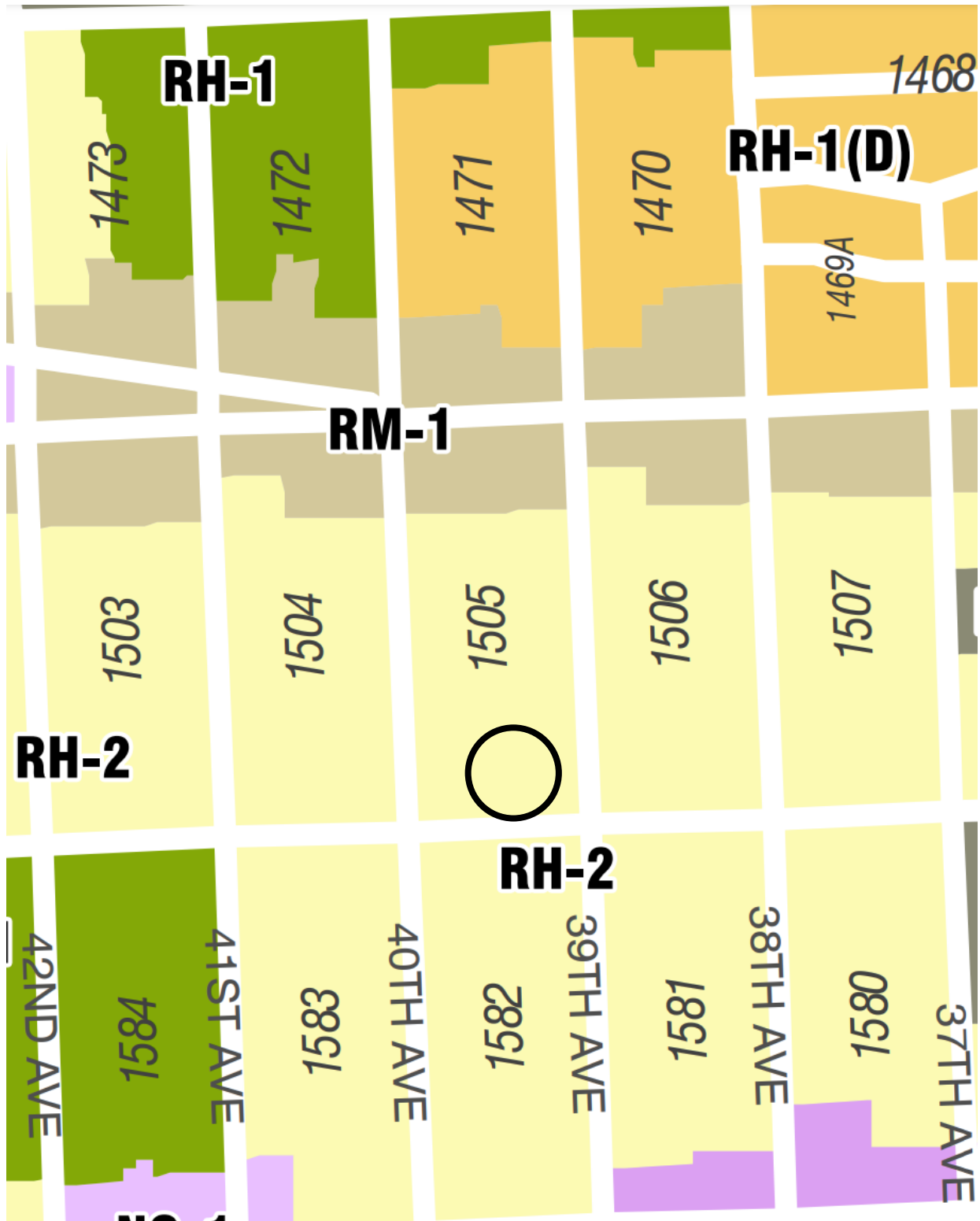


*The Sanborn Maps in San Francisco have not been updated since 1998, and this map may not accurately reflect existing conditions.



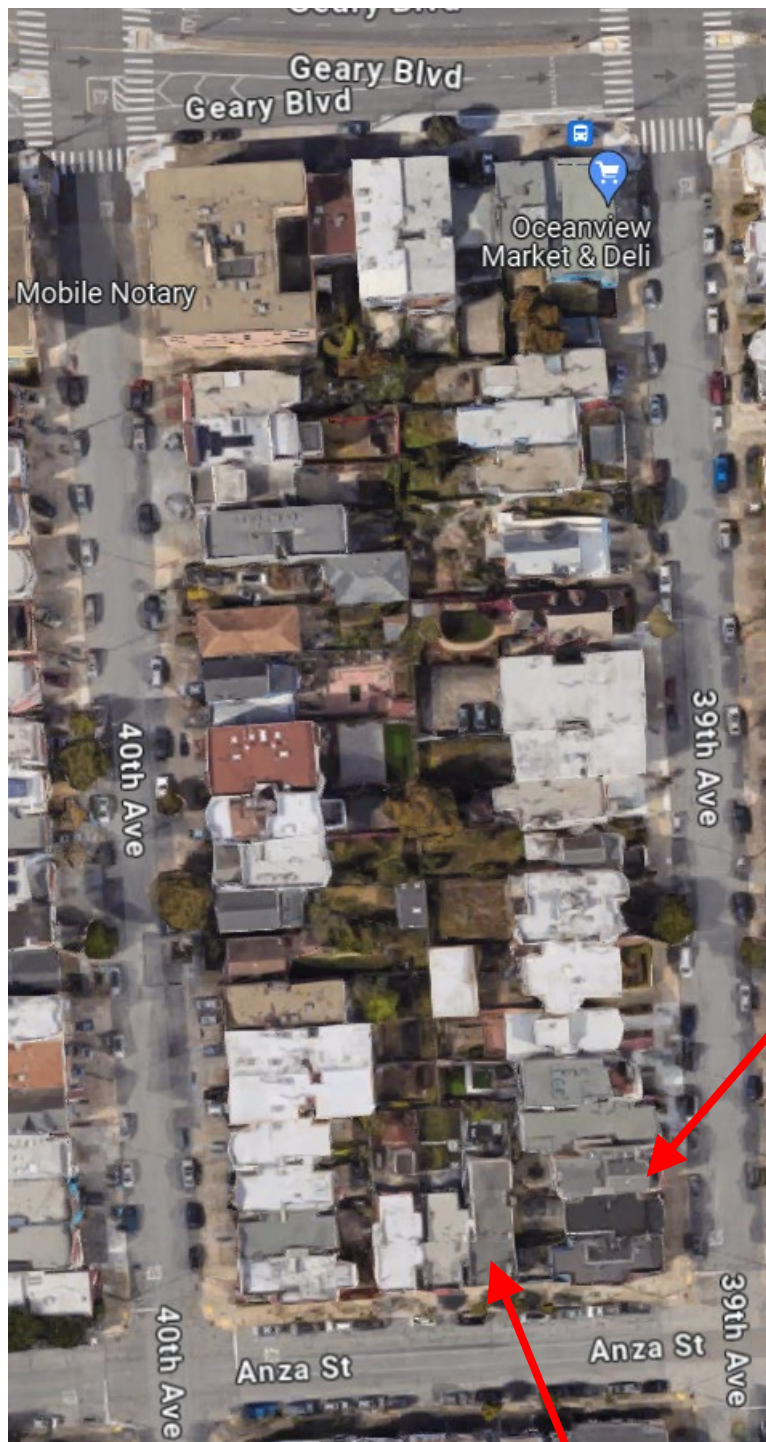
Discretionary Review Hearing
Case Number 2021-009470DRP
4820 Anza Street

Zoning Map



Discretionary Review Hearing
Case Number 2021-009470DRP
4820 Anza Street

Aerial Photo



DR REQUESTOR'S
PROPERTY

SUBJECT PROPERTY



Discretionary Review Hearing
Case Number 2021-009470DRP
4820 Anza Street

Aerial Photo



SUBJECT PROPERTY

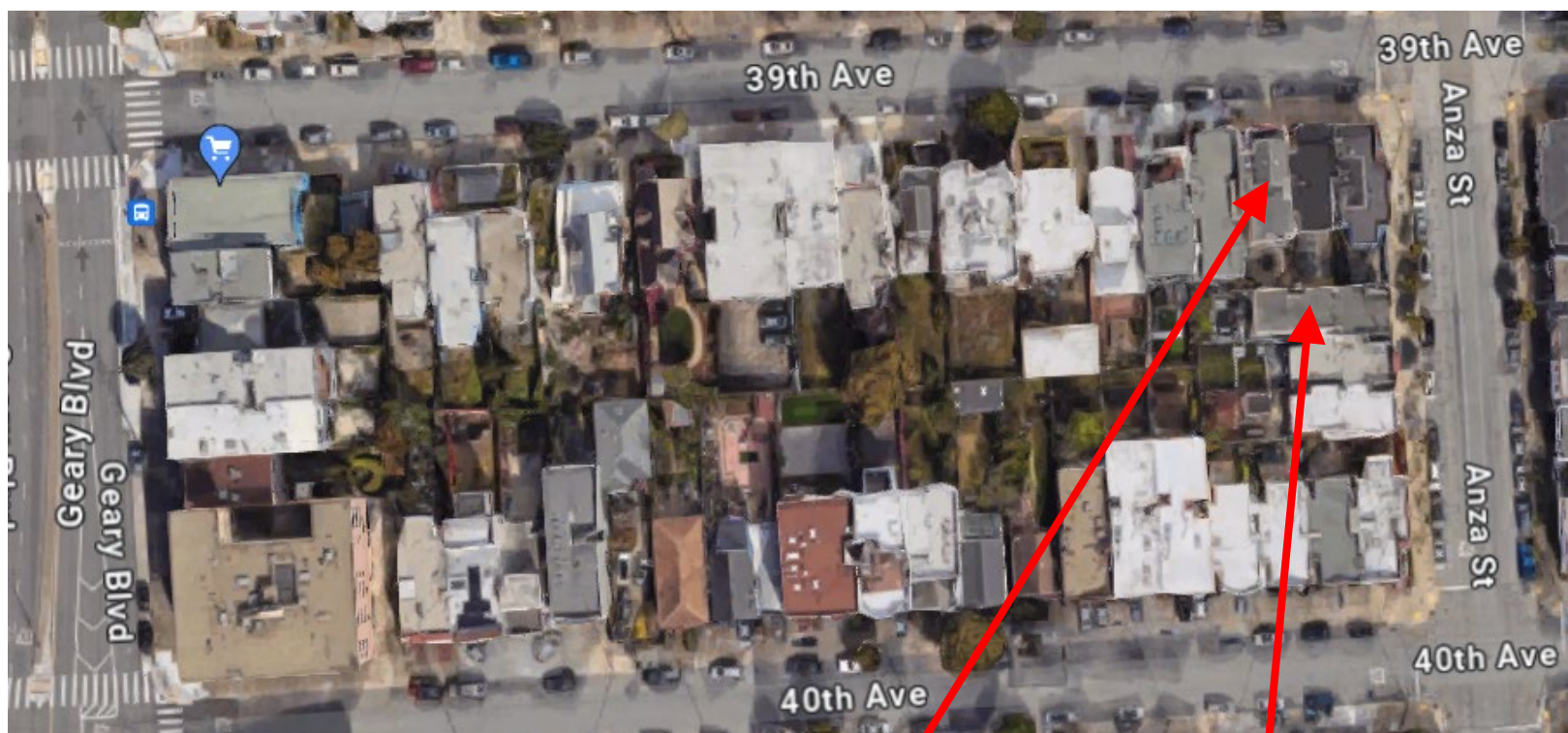
**DR REQUESTOR'S
PROPERTY**



Aerial Photo



Aerial Photo



DR REQUESTOR'S
PROPERTY

SUBJECT PROPERTY



Discretionary Review Hearing
Case Number 2021-009470DRP
4820 Anza Street

Site Photo



SUBJECT PROPERTY

Discretionary Review Hearing
Case Number 2021-009470DRP
4820 Anza Street

Notice of an application for Vertical Addition

Project Location & Details:
4820 ANZA STREET

Building Permit Application No. **202108307438**

Block/Lot No. **1505 / 016**

Zoning District: **RH-2 - RESIDENTIAL- HOUSE, TWO FAMILY**

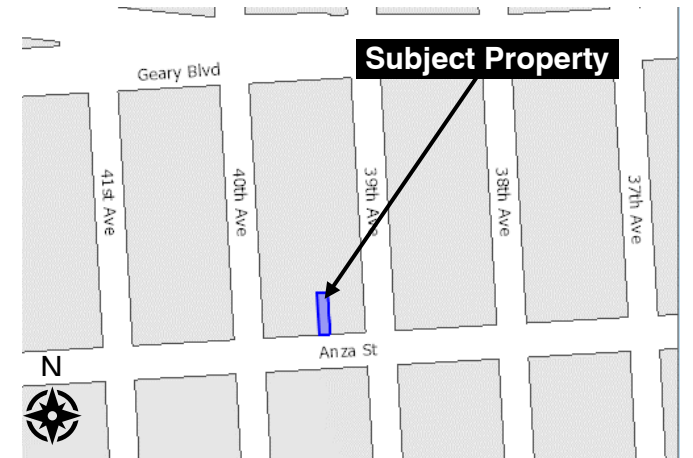
The Project at 4820 ANZA ST proposes to modify the existing building with a vertical addition. The Project proposes a new third and fourth story addition, along with interior remodeling on the existing first and second floors. The Project also includes façade changes, a rear deck on the third floor and roof deck on the fourth floor.

Applicant: **Fiona Lee**

415-702-6889 inconndesign.fiona@gmail.com

City Planner: **Kalyani Agnihotri**

628-652-7454 Kalyani.Agnihotri@sfgov.org



Project Features	Existing	Proposed
Building Use	Residential	No Change
Building Height	19 feet 11 inches	36 feet 6 inches
Dwelling Units	1	No Change

**You are not
required to take
any action.**

If you believe there are exceptional circumstances, you may request a **public hearing for Discretionary Review** by the response deadline.

For information on how to request a public hearing please contact the City Planner or visit sfplanning.org/resource/drpf-application.

中文:

該專案位於4820 ANZA ST提議修改現有的建築，進行垂直添加。有關此通知的中文信息，請於以下截止日期前致電 628.657.7550，並提供項目地址及項目編號。

Español:

El proyecto en 4820 ANZA ST propone modificar el edificio existente con un agregado vertical. Para información sobre esta notificación en español, favor de llamar al 628.657.7550 antes de la fecha límite listada abajo, y mencione la dirección y número de proyecto.

Filipino:

Iminungkahi ng proyektong nasa 4820 ANZA ST na baguhin ang nariyan nang gusali sa pamamagitan ng Dagdag na Patayo (Vertical Addition). Para sa impormasyon tungkol dito sa abiso sa Filipino, pakitawagan ang 628.657.7550 sa petsa ng deadline na nakalista sa ibaba, at banggitin ang address ng proyekto at ang numero ng record.

Response Deadline: **10/18/23**

Record No. **2021-009470PRJ**



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sfplanning.org/notices



For more information

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 specific questions about the proposed project, you should contact the planner listed on the front of this notice. If you have general questions about the Planning Department's review process, contact the Planning counter at the Permit Center via email at pic@sfgov.org.

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. Contact the project Applicant to get more information and to discuss 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. 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 that 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 ("DR"). If you believe the project warrants Discretionary Review by the Planning Commission, **you must file a DR Application prior to the Expiration Date shown on the front of this notice.**

To file a DR Application, you must:

1. Complete the Discretionary Review PDF application (<https://sfplanning.org/resource/drpf-application>) and email the completed PDF application to CPC.Intake@sfgov.org by the expiration date listed on the front of this notice. You will receive follow-up instructions via email on

how - and by when - to post payment for the DR Application.

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. The Board of Appeals is accepting appeals via e-mail. For further information about appeals to the Board of Appeals, including current fees, contact the Board of Appeals at (628) 652-1150.

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 will be prepared and can be obtained through the Exemption Map at www.sfplanning.org prior to the approval action. 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 Board of Supervisors at bos.legislation@sfgov.org, 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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sfplanning.org/notices

For more information





CEQA Exemption Determination

PROPERTY INFORMATION/PROJECT DESCRIPTION

Project Address		Block/Lot(s)
4820 ANZA ST		1505016
Case No.		Permit No.
2021-009470ENV		202108307438
<input checked="" type="checkbox"/> Addition/ Alteration	<input type="checkbox"/> Demolition (requires HRE for Category B Building)	<input type="checkbox"/> New Construction
Project description for Planning Department approval. Vertical addition to existing 2-story building.		

EXEMPTION TYPE

The project has been determined to be exempt under the California Environmental Quality Act (CEQA).	
<input checked="" type="checkbox"/>	Class 1 - Existing Facilities. (CEQA Guidelines section 15301) Interior and exterior alterations; additions under 10,000 sq. ft.
<input type="checkbox"/>	Class 3 - New Construction. (CEQA Guidelines section 15303) Up to three new single-family residences or six dwelling units in one building; commercial/office structures; utility extensions; change of use under 10,000 sq. ft. if principally permitted or with a CU.
<input type="checkbox"/>	Class 32 - In-Fill Development. (CEQA Guidelines section 15332) New Construction of seven or more units or additions greater than 10,000 sq. ft. and meets the conditions described below: (a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations. (b) The proposed development occurs within city limits on a project site of no more than 5 acres substantially surrounded by urban uses. (c) The project site has no value as habitat for endangered rare or threatened species. (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality. (e) The site can be adequately served by all required utilities and public services.
<input type="checkbox"/>	Other ____
<input type="checkbox"/>	Common Sense Exemption (CEQA Guidelines section 15061(b)(3)). It can be seen with certainty that there is no possibility of a significant effect on the environment.

ENVIRONMENTAL SCREENING ASSESSMENT

Comments:

Planner Signature: Don Lewis

PROPERTY STATUS - HISTORIC RESOURCE

PROPERTY IS ONE OF THE FOLLOWING:

<input type="checkbox"/>	Category A: Known Historical Resource.
<input checked="" type="checkbox"/>	Category B: Potential Historical Resource (over 45 years of age).
<input type="checkbox"/>	Category C: Not a Historical Resource or Not Age Eligible (under 45 years of age).

PROPOSED WORK CHECKLIST

Check all that apply to the project.

<input type="checkbox"/>	Change of use and new construction. Tenant improvements not included.
<input type="checkbox"/>	Regular maintenance or repair to correct or repair deterioration, decay, or damage to building.
<input type="checkbox"/>	Window replacement that meets the Department's <i>Window Replacement Standards</i> .
<input type="checkbox"/>	Garage work. A new opening that meets the <i>Guidelines for Adding Garages and Curb Cuts</i> , or replacement of a garage door in an existing opening that meets the Residential Design Guidelines.
<input checked="" type="checkbox"/>	Deck, terrace construction, or fences not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	Mechanical equipment installation that is not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	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"/>	Addition(s) not visible from any immediately adjacent public right-of-way for 150 feet in each direction; or does not extend vertically beyond the floor level of the top story of the structure, or does not cause the removal of architectural significant roofing features.
<input type="checkbox"/>	Façade or storefront alterations that do not remove, alter, or obscure character -defining features.
<input type="checkbox"/>	Restoration based upon documented evidence of a building's historic condition , such as historic photographs, plans, physical evidence, or similar buildings.
Note: Project Planner must check box below before proceeding.	
<input type="checkbox"/>	Project is not listed.
<input checked="" type="checkbox"/>	Project involves scope of work listed above.

ADVANCED HISTORICAL REVIEW

Check all that apply to the project.

<input checked="" type="checkbox"/>	Reclassification of property status. (<i>Attach HRER Part I relevant analysis; requires Principal Preservation Planner approval</i>) <input type="checkbox"/> Reclassify to Category A <input checked="" type="checkbox"/> Reclassify to Category C <input type="checkbox"/> Lacks Historic Integrity <input type="checkbox"/> Lacks Historic Significance
<input type="checkbox"/>	Project involves a known historical resource (CEQA Category A)
<input type="checkbox"/>	Project does not substantially impact character-defining features of a historic resource (see Comments)
<input type="checkbox"/>	Project is compatible, yet differentiated, with a historic resource.
<input type="checkbox"/>	Project consistent with the Secretary of the Interior Standards for the Treatment of Historic Properties
Note: If ANY box above is checked, a Preservation Planner MUST sign below.	
<input type="checkbox"/>	Project can proceed with EXEMPTION REVIEW. The project has been reviewed by the Preservation Planner and can proceed with exemption review.
Comments by Preservation Planner: 	
Preservation Planner Signature: Branden Gunn	

EXEMPTION DETERMINATION

<input checked="" type="checkbox"/>	No further environmental review is required. The project is exempt under CEQA. There are no unusual circumstances that would result in a reasonable possibility of a significant effect.	
	Project Approval Action: Building Permit	Signature: Kalyani Agnihotri 01/25/2024
	If Discretionary Review before the Planning Commission is requested, the Discretionary Review hearing is the Approval Action for the	
	Supporting documents are available for review on the San Francisco Property Information Map, which can be accessed at https://sfplanninggis.org/pim/ . Individual files can be viewed by clicking on the Planning Applications link, clicking the "More Details" link under the project's environmental record number (ENV) and then clicking on the "Related Documents" link. Once signed and dated, this document constitutes an exemption pursuant to CEQA Guidelines and Chapter 31 of the SF Admin Code. Per Chapter 31, an appeal of an exemption determination to the Board of Supervisors shall be filed within 30 days after the Approval Action occurs at a noticed public hearing, or within 30 days after posting on the Planning Department's website a written decision or written notice of the Approval Action, if the approval is not made at a noticed public hearing.	



DISCRETIONARY REVIEW PUBLIC (DRP)

APPLICATION PACKET

Pursuant to Planning Code Section 311, the Planning Commission may exercise its power of Discretionary Review over a building permit application.

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

Please read the [Discretionary Review Informational Packet](#) carefully before the application form is completed.

WHAT TO SUBMIT:

- ☐ Two (2) complete applications signed.
- ☐ A Letter of Authorization from the DR requestor giving you permission to communicate with the Planning Department on their behalf, if applicable.
- ☐ Photographs or plans that illustrate your concerns.
- ☐ Related covenants or deed restrictions (if any).
- ☐ A digital copy (CD or USB drive) of the above materials (optional).
- ☐ Payment via check, money order or debit/credit for the total fee amount for this application. (See [Fee Schedule](#)).

HOW TO SUBMIT:

To file your Discretionary Review Public application, please email the completed application to cpc.intake@sfgov.org.

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

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

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



DISCRETIONARY REVIEW PUBLIC (DRP) APPLICATION

Discretionary Review Requestor's Information

Name:

Email Address:

Address:

Telephone:

Please Select Billing Contact:

Applicant

Other (see below for details)

Name: _____ Email: _____ Phone: _____

Information on the Owner of the Property Being Developed

Name:

Company/Organization:

Email Address:

Address:

Telephone:

Property Information and Related Applications

Project Address:

Block/Lot(s):

Building Permit Application No(s):

ACTIONS PRIOR TO A DISCRETIONARY REVIEW REQUEST

PRIOR ACTION	YES	NO
Have you discussed this project with the permit applicant?		
Did you discuss the project with the Planning Department permit review planner?		
Did you participate in outside mediation on this case? (including Community Boards)		

Changes Made to the Project as a Result of Mediation.

If you have discussed the project with the applicant, planning staff or gone through mediation, please summarize the result, including any changes that were made to the proposed project.

DISCRETIONARY REVIEW REQUEST

In the space below and on separate paper, if necessary, please present facts sufficient to answer each question.

1. What are the reasons for requesting Discretionary Review? The project meets the standards of the Planning Code and the Residential Design Guidelines. What are the exceptional and extraordinary circumstances that justify Discretionary Review of the project? How does the project conflict with the City's General Plan or the Planning Code's Priority Policies or Residential Design Guidelines? Please be specific and site specific sections of the Residential Design Guidelines.

-
2. The Residential Design Guidelines assume some impacts to be reasonable and expected as part of construction. Please explain how this project would cause unreasonable impacts. If you believe your property, the property of others or the neighborhood would be unreasonably affected, please state who would be affected, and how.

-
3. What alternatives or changes to the proposed project, beyond the changes (if any) already made would respond to the exceptional and extraordinary circumstances and reduce the adverse effects noted above in question #1?

DISCRETIONARY REVIEW REQUESTOR'S AFFIDAVIT

Under penalty of perjury the following declarations are made:

a) The undersigned is the DR requestor or their authorized representation.

deborah holley
Signature

Name (Printed)

Relationship to Requestor
(i.e. Attorney, Architect, etc.)

Phone

Email

For Department Use Only

Application received by Planning Department:

By: _____

Date: _____

4820 ANZA STREET DR ATTACHMENT A

Question 1. *What are the reasons for requesting Discretionary Review? The project meets the minimum standards of the Planning Code and the Residential Design Guidelines. What are the exceptional and extraordinary circumstances that justify Discretionary Review of the project? How does the project conflict with the City's General Plan or the Planning Code's Priority Policies or Residential Design Guidelines? Please be specific and cite specific sections of the Residential Design Guidelines.*

I. INTRODUCTION AND SUMMARY

A. Existing Conditions

The subject property at 4820 Anza Street, shown in Figure 1 below, contains a 1,500 square-foot, two-story home.



Figure 1. Existing 2-story home at 4820 Anza Street and adjacent 2-story homes

As shown in Figures 2, 3 and 3.5 below, the predominance of modest sized, two-story homes characterizes the scale and visual character of the immediate neighborhood.



Figure 2. Aerial photo of homes on the north side of Anza demonstrating predominant 2-story scale.



Figure 3. Aerial photo of homes on the opposite (south) side of Anza demonstrating predominant 2-story scale.



Figure 3.5. Photo from Anza looking east near 40th Avenue showing 2-story scale.

B. Proposed Project

The project sponsor proposes to triple the square footage to approximately 4500 square feet and add two stories to the home. Figure 4 shows a drawing from the plan set which demonstrates how out of scale the massing is with the modest-sized two-story buildings on Anza Street.

The project sponsor proposes to add two stories to the home for a total of four. The project massing is grossly out of scale with the existing surrounding homes.



Figure 4. Vast difference in scale between proposed 4-story project and 2-story home to the west

C. DR Requestors Rita and Eugene Katz

Rita and Eugene Katz's home at 587 39th Avenue is adjacent to and east of the proposed project; see Figures 5 and 6 below. The specific reasons they are requesting Discretionary Review are outlined in the narrative that follows in section II.



Figure 5. Photos of the Katz's home located adjacent to the proposed project.

5

II. WHY DISCRETIONARY REVIEW IS WARRANTED

DR is warranted based on these exceptional circumstances:

A. Although the Planning Department determined that the fourth floor should be removed from the proposed project and instructed the project sponsor to do so, the fourth floor was not eliminated from the design. The Planning Department repeatedly instructed the project sponsor to revise the project so that it would be reflective of the neighborhood-prevailing massing and told them to remove the fourth floor in repeated emails and three Plan Check Letters. ***Exhibit 1***, attached, includes the three Plan Check letters and the Residential Guidelines Matrix prepared by Planning staff to support this. Here is an excerpt that highlights this key issue:

Visual Character and Building Scale. “As stated, the neighborhood has a strong precedent of well-preserved period revival homes including the subject property. There are only few examples of properties having **third floor additions** [emphasis added] that have been set back from the front property line in the immediate neighborhood of the subject property.”

“Critical design modifications: the following design modifications are necessary to proceed with environmental analysis. Additional design modifications identified in the Project Review Comments section below may continue to be addressed while environmental analysis is underway.

A. Modulate the vertical massing to reflect the neighborhood-prevailing massing. [emphasis added.] “

B. The project conflicts with key Residential Design Guidelines.

Privacy and Light and Air Impacts. The San Francisco Residential Design Guidelines contain many policies to protect the light, air, and privacy of adjacent neighbors. Due to the large proposed horizontal and vertical addition, the Katz’s privacy and sunlight would be significantly diminished.

In the Plan Check Letters (see Exhibit 1) Planning staff identifies this as a key issue:

“Topography and Rear Yard.” “New buildings and additions to existing

buildings cannot disregard or significantly alter the existing topography of a site. The surrounding context guides the manner in which new structures fit into the streetscape, particularly along slopes and hills. This can be achieved by designing the building, so it follows the topography in a manner similar to surrounding buildings. ***Please note that the subject lot abuts four other lots on 39th Ave and the rear yard must be designed in a sensitive manner to respect and conserve the mid-block open space*** [emphasis added].”

The existing sunlight to the Katz’s back yard and rear would be blocked by the proposed project, which is southwest of their home. The neighbors requested a shadow study from the project sponsor but received no response. However, given the location of the proposed vertical and horizontal extension, it is clear that such impacts would result from the project.

The project would substantially impact the Katz’s privacy due to the addition of a new roof deck and third and fourth story east-facing windows that will allow future occupants to look into their rear deck and bedroom windows. See Figures 7 and 8 below.

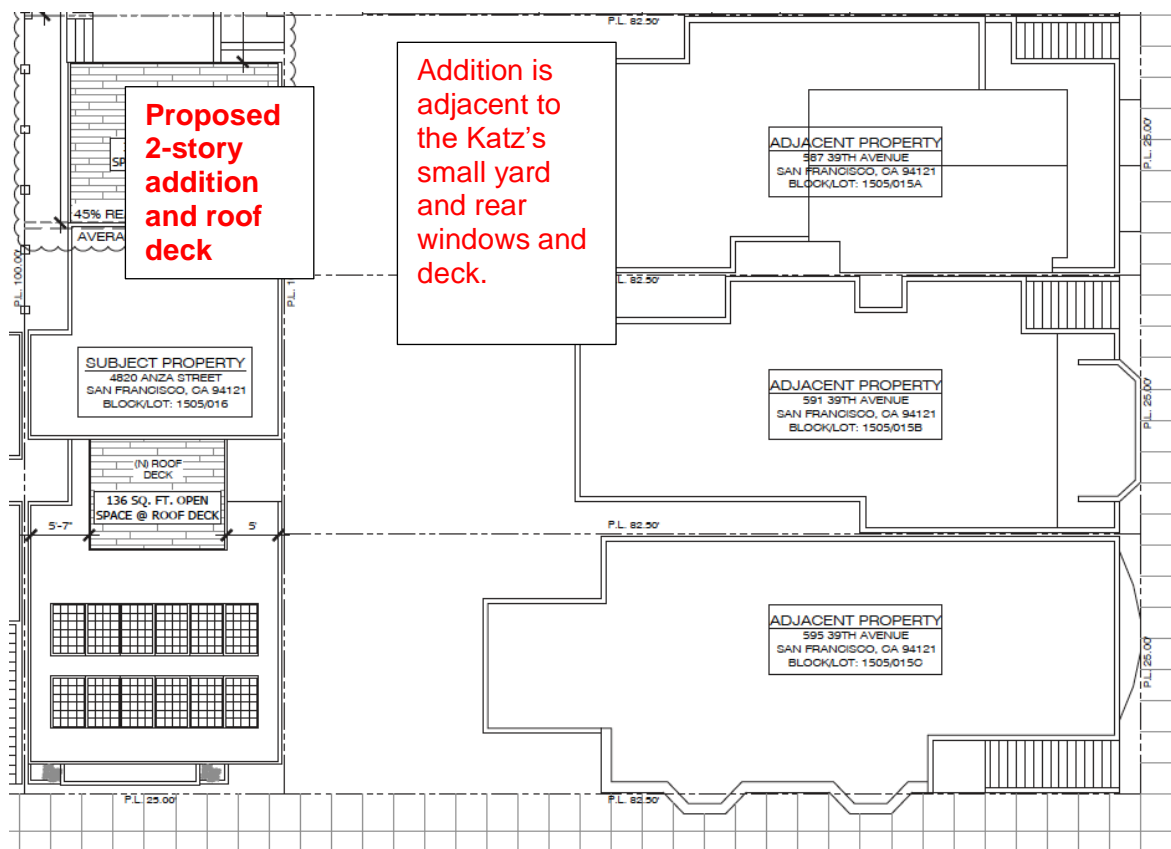


Figure 7. Proposed Two-Story Addition and Roof Deck location in relation to the Katz's home.

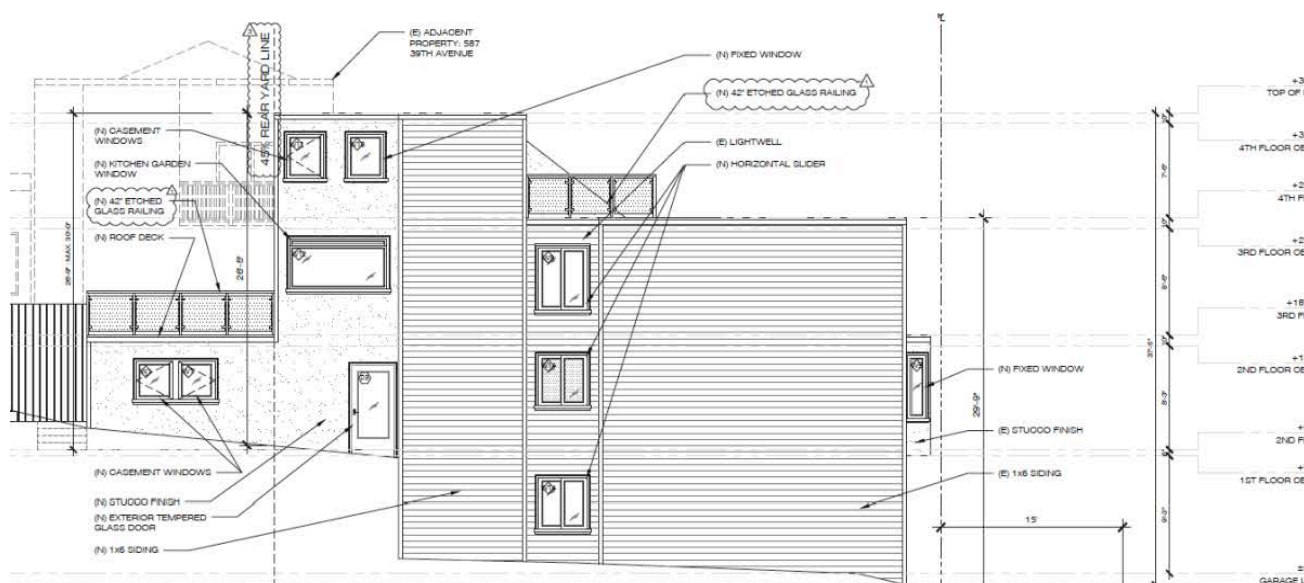


Figure 8. Proposed East Elevation -- two stories would be added rising to 36.5'.

C. The project sponsor did not communicate with the neighbors satisfactorily per the intent of the Pre-Application Meeting Process.

The project sponsor did not answer questions or respond to the neighbor's concerns expressed at the Pre-Application Meeting even though they said they would at the meeting in writing. (See **Exhibit 2**). There are a number of neighbors opposed to this project, including the following to date:

- 4738 Anza St. – Don Strauss,
- 4819 Anza St. - Susan Hartnel Blomberg and Skander Eythen Ben Ab,
- 4831 Anza St. – Stephanie Hattabough,
- 566 40th Ave. – Liz and Lee Heidhues,
- 575 40th Ave. – Susan and Ken Wong,
- 577 40th Ave. – Crystal and Ricky Leung,
- 590 40th Ave. – Betty and Phil Wong, and
- 634 40th Ave. – Richard Romano.

D. A Rear Addition on the subject building may have been made without proper permits.

A comparison of the 2023 aerial photo below in Figure 9 and the Sanborn Map from the mid-1990s (Figure 10), an addition to the rear of the home was made sometime after the mid 1990s.



Figure 9. 4820 Anza 2023 Red outline shows rear addition.

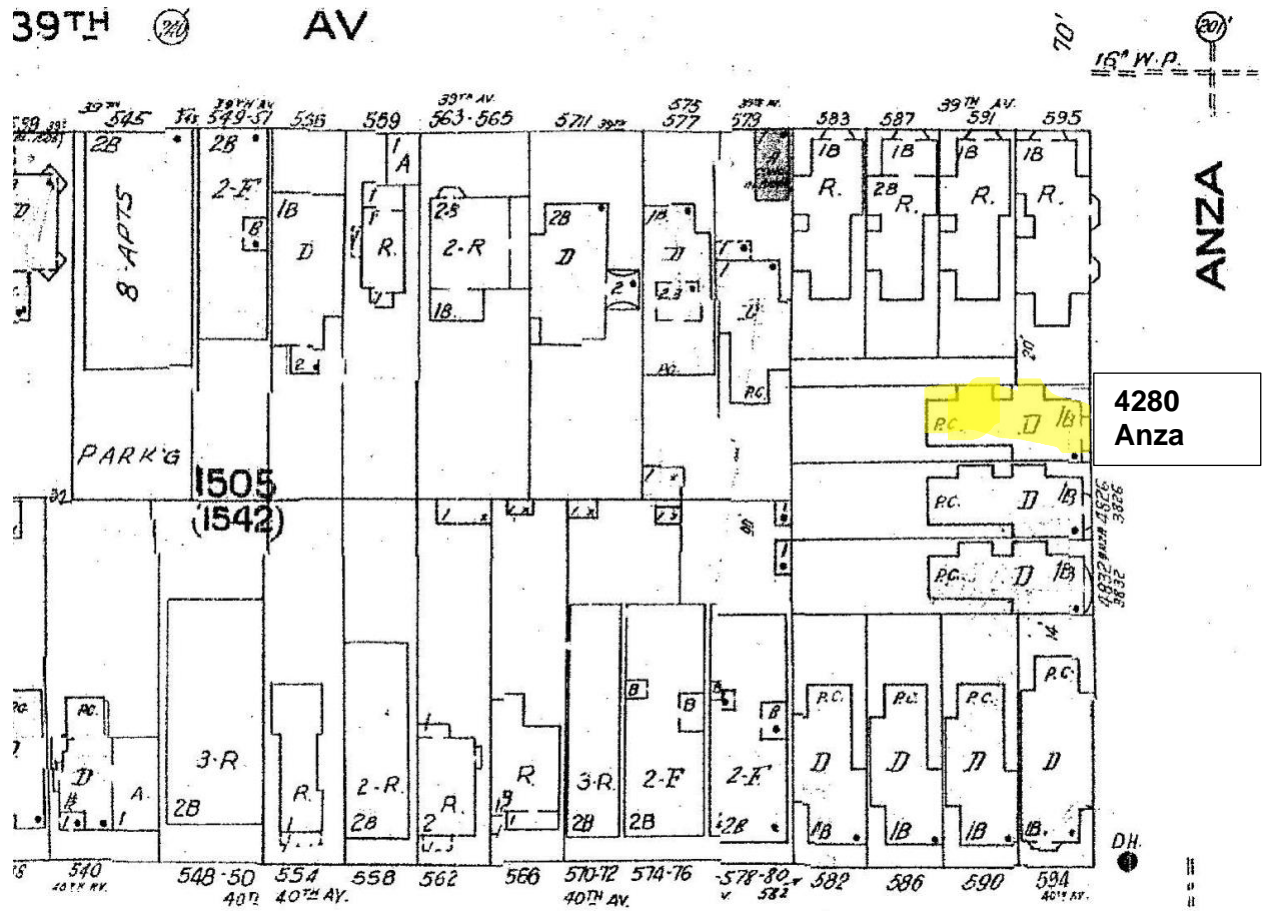


Figure 10. Sanborn Map from the mid-1990s

Question 2. *The Residential Design Guidelines assume some impacts to be reasonable and expected as part of construction. Please explain how this project would cause unreasonable impacts. If you believe your property, the property of others, or the neighborhood would be adversely affected, please state who would be affected, and how.*

The Residential Design Guidelines are as follows: The Principle Residential Design Guidelines are to: Maintain light to adjacent properties by providing adequate setbacks (RDG page 5) and "Articulate the building to minimize impacts on light and privacy to adjacent properties." (RDGs page 16). As shown above, the project does not provide adequate setbacks to maintain light, air, and privacy to the Katz's home, as well as several impacted neighbors.

Question 3. *What alternatives or changes to the proposed project, beyond the changes (if any) already made would respond to the exceptional and extraordinary circumstances and reduce the adverse effects noted above in question #1?*

No changes have been made by the project sponsor in response to the Katz's or other neighbors' concerns. In order to reduce the significant shadow, privacy, and other impacts associated with the massing that is out of scale with the neighborhood, the plans should be modified as follows and shown in Figure 11 below:

1. Eliminate the proposed fourth story.
2. Eliminate the rear roof-deck.

4820 Anza Street DR Application Attachment

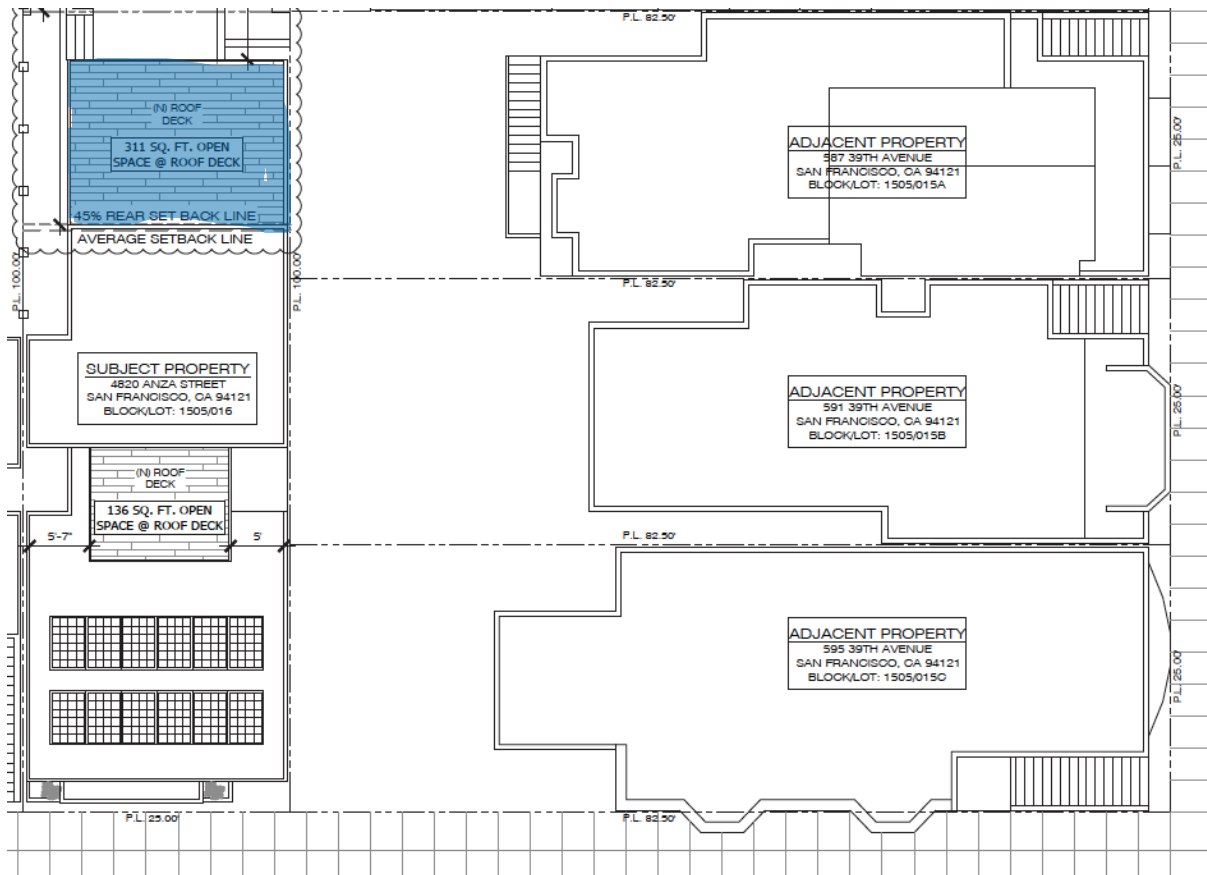
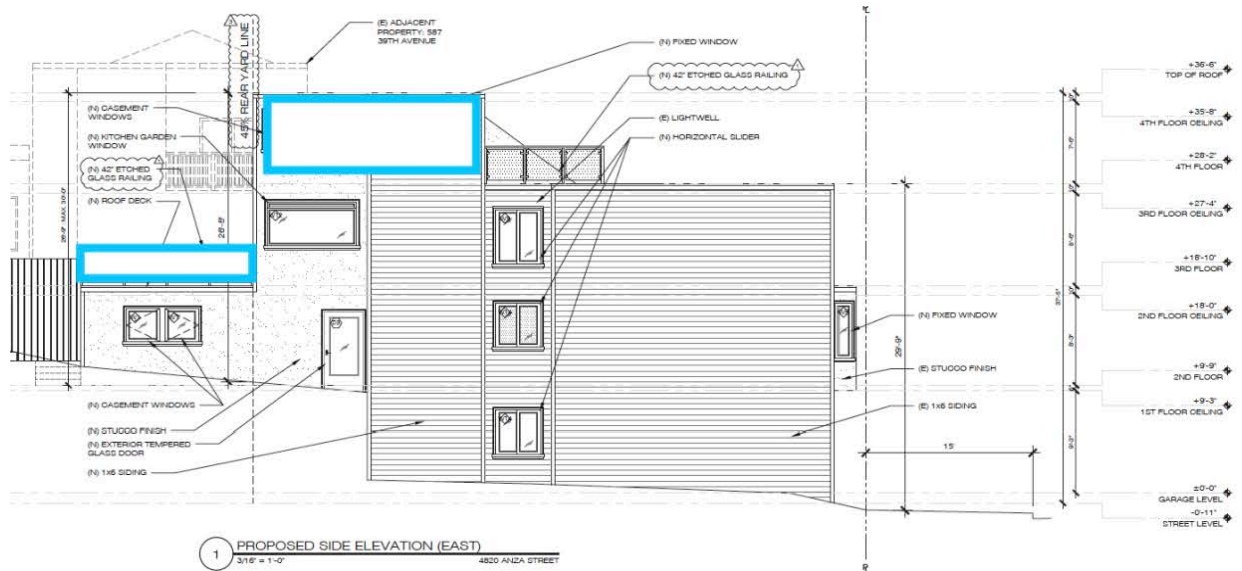


Figure 11. Remove Proposed 4th Floor and Rear Roof Deck

EXHIBIT 1



PLAN CHECK LETTER

January 19, 2022

Fiona Lee
InnCon Design
3626 Geary Blvd Suite 203,
San Francisco, CA 94118

Project Address: 4820 ANZA ST
Assessor's Block/Lot: 1505/016
Zoning District: RH-2/ 40-X

Building Permit Number: 202108307438
Planning Record Number: 2021-009470PRJ

Project Manager Kalyani Agnihotri, Planner I, Kalyani.Agnihotri@sfgov.org, 628-652-7454

The Project Application for the above address has been reviewed by the Planning Department. This Plan Check Letter indicates (1) any information required to proceed with environmental analysis, (2) any missing information or modifications that must be provided to demonstrate compliance with the Planning Code and proceed with environmental analysis, and (3) any other modifications the Department is seeking in order to support the project. Please review this Plan Check Letter carefully, and follow the instructions provided in order to advance the review process.

Project Review History

On 09/15/21, a project application was submitted to the Planning Department.

On 01/10/22, the Urban Design and Advisory Team (UDAT) reviewed the project during Architect office hours.

Responses Required For Environmental Analysis

The Department is unable to proceed with environmental analysis for the project until the following information or modifications are provided or addressed:

1. All modifications and requirements identified in the Planning Code Review Checklist (**Appendix A**). These project modifications and missing materials or information are necessary to confirm that the project is compliant with applicable Planning Code requirements.
2. Critical design modifications: the following design modifications are necessary to proceed with environmental analysis. Additional design modifications identified in the Project Review Comments section below may continue to be addressed while environmental analysis is underway.
 - A. Modulate the vertical massing to reflect the neighborhood-prevailing massing. Please refer to the Residential Design Guidelines - [RDG Book.indb \(sfplanning.s3.amazonaws.com\)](https://sfplanning.s3.amazonaws.com/rdg-book.indb), to modulate the building form and scale.

Project Review Comments

1. **Design Review:** Project will require Design Review which will be conducted once the comments identified in Appendix A and critical design modifications mentioned above have been addressed.
2. **Changes to the Front Façade:** The proposed design shows significant changes to the front façade of this existing historic preservation Category B building, which is age eligible. Any changes to the front façade and character defining features of the building will require a Historic Resource Evaluation (HRE) Part I application to be processed along with the project application.
3. **Historical Drawings:** Please provide as-built drawings of the property that date back to time of construction, if possible.

Required Action

1. Please include a written response to this letter that discusses how you have addressed the items outlined above and in each of the attachments. Please note that the Department may request further revisions to the project as part of the environmental review process (e.g., to avoid a significant impact), or to ensure conformity with the Planning Code, design guidelines and other local ordinances and policies.
2. Within ninety (90) days from the date of this letter, please submit the requested information, or contact the project manager listed above if more time is needed to prepare the requested information. If the Department has not received the requested information or a request for additional time within 90 days, the application will be cancelled.

Revision Drop-Off for Hardcopy Building Permits Requested by Planning Department

If you have an existing Form 1, 2 or 3 Building Permit Application that was originally submitted in hardcopy, you may submit revised plans directly to the Planning Department without an appointment. Customers should come to the 49 South Van Ness Main Entrance to drop-off the plans at the 2nd Floor (Stations No. 26, 27, 29 or 31) between 7:30 am and 3:30 pm.

Alternatively, you may also drop-off revised plans for building permit applications (in the possession of the Planning Department) to the Permit Center Help Desk on the 2nd Floor. Please denote the assigned planner, permit number and address on your correspondence.

If your Building Permit was submitted through the online permit portal, please upload plans directly into Bluebeam and email your assigned planner that revisions have been uploaded.

Revision Drop-Off Instructions

1. Provide two sets of revised plans
2. Write the Building Permit Application Number along the side edge of each set of plans
3. Date the plans with the resubmittal date

Revised plans will be routed to the Planning Department within two days of drop-off, and your assigned Planner will review the plans within approximately one week of the plans being routed to Planning.

In all instances, Permit Center staff will require you to sign-in through the Permit Center's queue management system upon arrival at 49 South Van Ness Avenue.

All revisions to Planning Department entitlement cases (e.g., CUA, VAR, ENX, DNX) must be submitted to the Planning Department via email to your assigned Planner's attention and NOT through the Permit Center. This is a separate submittal from any building plan revisions submitted to DBI through the online portal.

Please do not come to the Planning Department to discuss this letter. Although our Public Information Counter is open to the public, our offices on the 14th Floor are closed during the Coronavirus outbreak but our staff are **working remotely**. Please direct all general questions or meeting requests to the project manager listed above. For questions related specifically to environmental review, please contact the environmental planner listed above.

Thank you,

Kalyani Agnihotri, Planner I
NW Team, Current Planning Division

CC: Caputo Louis, 4820 ANZA ST, SAN FRANCISCO, CA 94121
Trent Greenan, Design Review Team

APPENDIX A: PLANNING CODE REVIEW

Record No. 2021-009470PRJ

Contact: Kalyani Agnihotri | Kalyani.Agnihotri@sfgov.org | 628-652-7454

4820 ANZA ST

PLAN SUBMITTAL GUIDELINES:

Provided	Not Provided	Not Required	Description & Comment	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General Information	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Title Sheet & Details	Please show summary table of existing and proposed square footages for all floors.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Site Survey	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site Plan	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floor & Roof Plans	The existing and proposed floor plans should be on the same page – for example, existing and proposed first floor plans must be on the same page.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Elevations	The existing and proposed elevations should be on the same page. Garage door to be shown accurately – Elevation drawings do not match street view images.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sections	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Landscaping Plan	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Streetscape Plan	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Material Specifications	Please provide more detailed material specifications for garage door
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photographs	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Renderings	

LAND USE:

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

OTHER REQUIRED APPROVALS:

Required	Planning Code Section	
<input checked="" type="checkbox"/>	305	Variance
<input checked="" type="checkbox"/>	311	Neighborhood Notification
Comments: Variance may be required as the proposed design is encroaching the required rear yard. Neighborhood notification is required.		

ADDITIONAL PLANNING CODE REQUIREMENTS:

Complies	Does Not Comply	Needs Info	Planning Code Section		Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	121	Lot Area/Width	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	132	Front Setback	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	132(g)	Green Landscaping	All front setback areas required by this Section 132

APPENDIX A: PLANNING CODE REVIEW

Record No. 2021-009470PRJ

Contact: Kalyani Agnihotri | Kalyani.Agnihotri@sfgov.org | 628-652-7454

4820 ANZA ST

Complies	Does Not Comply	Needs Info	Planning Code Section		Comments
					shall be appropriately landscaped, meet any applicable water use requirements of Administrative Code Chapter 63, and in every case not less than 20% of the required setback area shall be and remain unpaved and devoted to plant material, including the use of climate appropriate plant material as defined in Public Works Code Section 802.1.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	132(h)	Permeability	The front setback area shall be at least 50% permeable so as to increase stormwater infiltration. The Permeable Surface may be inclusive of the area counted towards the landscaping requirement; provided, however, that turf pavers or similar planted hardscapes shall be counted only toward the Permeable Surface requirement and not the landscape requirement.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	134	Rear Yard	As per Section 134 (e) (4)(B) - In the case of any lot that abuts along one of its side lot lines upon a lot with a building that fronts on another Street or Alley, the lot on which it so abuts shall be disregarded, and the forward edge of the required rear yard shall be reduced to a line on the subject lot which is at the depth of the rear building wall of the one adjacent building fronting on the same Street or Alley. In this case, please show the average required rear yard line based on the rear building wall of the property at 4826 Anza St. Please show accurate required rear yard line for 45% of lot dept, average rear yard and 25% of lot depth on both existing and proposed site plans.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	135	Open Space	At least 125 square feet required, if private
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	136	Permitted Obstructions	Please provide the accurate rear yard measurements to determine the depth of obstructions in the rear yard. Please show depth measurements for any part of the building that extends beyond the 45% rear yard line and the average rear yard line. Show height of existing/ proposed retaining walls, fences, railings etc.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	139	Bird Safety	Proposed rear elevation features must be compliant with bird safety standards - Design Guide Standards for Bird Safe Bldgs Final.pdf (sfplanning.org)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	140	Dwelling Unit Exposure	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	155.2	Bicycle Parking	1 class 1 Bicycle parking space required if increase to square footage is > 20%. Show 1 per unit, easily accessible to residents and not otherwise used for automobile parking or other purposes.

APPENDIX A: PLANNING CODE REVIEW

Record No. 2021-009470PRJ

Contact: Kalyani Agnihotri | Kalyani.Agnihotri@sfgov.org | 628-652-7454

4820 ANZA ST

Complies	Does Not Comply	Needs Info	Planning Code Section		Comments
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	260(a)	Height	Please show outline of height limit on all existing and proposed elevation drawings., along with floor to floor heights as shown now. Correct method to measure height for this lot is - <i>Where the lot slopes upward from a street at the centerline of the building or building step, such point shall be taken at curb level for purposes of measuring the height of the closest part of the building within 10 feet of the property line of such street; at every other cross-section of the building, at right angles to the centerline of the building or building step, such point shall be taken as the average of the ground elevations at either side of the building or building step at that cross-section. The ground elevations used shall be either existing elevations or the elevations resulting from new grading operations encompassing an entire block. Elevations beneath the building shall be taken by projecting a straight line between ground elevations at the exterior walls at either side of the entire building in the same plane.</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	260(b)	Exemptions from Height	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	261	Height Limits	Except in cases where the average ground elevation at the rear line of the lot is higher by 20 or more feet than at the front line thereof, the following additional height limits shall apply to the front portion of properties containing dwellings in all RH-1(D), RH-1, RH-1(S) and RH-2 Districts: The height limit shall be 30 feet at the front lot line,... and shall increase at an angle of 45 degrees from the horizontal toward the rear of the lot until the height limit is reached.

DEVELOPMENT IMPACT FEES:

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

OTHER REQUIREMENTS:

Provided	N/A	Needs Info	Description	Comments
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Pre-Application Meeting	Please provide information on whether a pre-application meeting was conducted. If not, please contact planner on instructions.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Interdepartmental Project Review	

APPENDIX A: PLANNING CODE REVIEW

Record No. 2021-009470PRJ

Contact: Kalyani Agnihotri | Kalyani.Agnihotri@sfgov.org | 628-652-7454

4820 ANZA ST

Provided	N/A	Needs Info	Description	Comments
			Required	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Inclusionary Housing Affidavit	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	First Source Hiring Affidavit	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Anti-Discriminatory Housing Affidavit	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Block Book Notification	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Active Enforcement	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vision Zero	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Street & Significant Trees: new, removed, relocated	<ol style="list-style-type: none"> 1. Significant trees are within 10 feet of the public right-of-way and also meet one of the following size requirements: <ul style="list-style-type: none"> o 20 feet or greater in height, o 15 feet or greater canopy width, or o 12 inches or greater diameter of trunk measured at 4.5 feet above grade. 2. any excavation within the dripline will require a tree protection plan by Public Works.



PLAN CHECK LETTER #2

July 19, 2022

Fiona Lee
InnCon Design
3626 Geary Blvd Suite 203,
San Francisco, CA 94118

Project Address: **4820 ANZA ST**
Assessor's Block/Lot: **1505/016**
Zoning District: **RH-2/ 40-X**

Building Permit Number: **202108307438**
Planning Record Number: **2021-009470PRJ**

Project Manager Kalyani Agnihotri, Planner I, Kalyani.Agnihotri@sfgov.org, 628-652-7454

The Project Application for the above address has been reviewed by the Planning Department. This Plan Check Letter indicates (1) any information required to proceed with environmental analysis, (2) any missing information or modifications that must be provided to demonstrate compliance with the Planning Code and proceed with environmental analysis, and (3) any other modifications the Department is seeking in order to support the project. **Please review this Plan Check Letter carefully, and follow the instructions provided in order to advance the review process.**

Project Review History

On 09/15/21, a project application was submitted to the Planning Department.

On 01/10/22, the Residential Design and Advisory Team (RDAT) reviewed the project during Architect office hours.

On 06/08/2022, the applicant submitted revised plans in response to PCL #1

On 7/12/2022, the Residential Design and Advisory Team (RDAT) reviewed the project during Architect office hours.

Responses Required For Environmental Analysis

The Department is unable to proceed with environmental analysis for the project until the following information or modifications are provided or addressed:

1. All modifications and requirements identified in the Planning Code Review Checklist (**Appendix A**). These project modifications and missing materials or information are necessary to confirm that the project is compliant with applicable Planning Code requirements.
2. Critical design modifications: the following design modifications are necessary to proceed with environmental analysis. Additional design modifications identified in the Project Review Comments section below may continue to be addressed while environmental analysis is underway.
 - A. Modulate the vertical massing to reflect the neighborhood-prevailing massing. Please refer to the Residential Design Guidelines - [RDG Book.indb \(sfplanning.s3.amazonaws.com\)](https://sfplanning.s3.amazonaws.com/RDG_Book.indb), to modulate the building form and scale.
 - B. Please consider eliminating the proposed fourth floor from the scope of work. Per the Residential Design Guidelines, the fourth floor may not be in line with the character and scale of residential buildings in the immediate neighborhood.
 - C. Please set back the proposed third floor from the front property line by at least 12 to 15 feet, to modify the building height or depth in order to maintain the existing scale at the street. By making these modifications, the visibility of the upper floor is limited from the street, and the upper floor appears subordinate to the primary facade.

Project Review Comments

1. **Planning Code Review Checklist:** Please address all the yellow highlighted comments specified in **Appendix A**.
2. **Design Review:** Project will require full Residential Design Review by the RDAT team which will be conducted in the week of July 25th or August 1st 2022. An expanded matrix with design modifications comments will be sent to the applicant upon the meeting's completion. The comments specified in the Residential Design Review Matrix are also to be addressed prior to submitting revisions to the planner.
3. **Historic Preservation Comments:** In order to proceed with Environmental Analysis, the following information must be provided and/or the following alterations to the proposal be made:
 - a. **Categorical Exemption:** If the project sponsor wishes to seek a Categorical Exemption for this project, the following features of the existing building must be retained:
 - i. Fenestration pattern of the three-facet bay window
 - ii. The form of the modulated parapet wall at the front that seems to be a repetitive character in the neighborhood context.
 - iii. Trim details on the front façade above and below the bay window.
 - iv. Brick stairs at the front, leading up to the entry are characteristic to the surrounding

neighborhood context

- v. Brick planters on either side of the garage entry are characteristic to the surrounding neighborhood context

- b. Planning Code Section 1005 demolition calculations should be provided for this project if a Categorical Exemption is being sought. Please keep in mind that if a Historic Resource Evaluation Response (HRER) is not taking place, then the property must meet the demolition thresholds of Section 1005. This is done to ensure that IF the building were to be evaluated in the future and become an Article 10 Landmark, Planning staff needs to confirm that the current project would not materially impair the resource or its potential landmark listing.

- 4. **Historical Drawings:** Please provide as-built drawings of the property that date back to time of construction, if possible.

Required Action

1. Please include a written response to this letter that discusses how you have addressed the items outlined above and in each of the attachments. Please note that the Department may request further revisions to the project as part of the environmental review process (e.g., to avoid a significant impact), or to ensure conformity with the Planning Code, design guidelines and other local ordinances and policies.
2. Within ninety (90) days from the date of this letter, please submit the requested information, or contact the project manager listed above if more time is needed to prepare the requested information. If the Department has not received the requested information or a request for additional time within 90 days, the application will be cancelled.

Revision Drop-Off for Hardcopy Building Permits Requested by Planning Department

If you have an existing Form 1, 2 or 3 Building Permit Application that was originally submitted in hardcopy, you may submit revised plans directly to the Planning Department without an appointment. Customers should come to the 49 South Van Ness Main Entrance to drop-off the plans at the 2nd Floor (Stations No. 26, 27, 29 or 31) between 7:30 am and 3:30 pm.

Alternatively, you may also drop-off revised plans for building permit applications (in the possession of the Planning Department) to the Permit Center Help Desk on the 2nd Floor. Please denote the assigned planner, permit number and address on your correspondence.

If your Building Permit was submitted through the online permit portal, please upload plans directly into Bluebeam and email your assigned planner that revisions have been uploaded.

Revision Drop-Off Instructions

1. Provide two sets of revised plans

2. Write the Building Permit Application Number along the side edge of each set of plans
3. Date the plans with the resubmittal date

Revised plans will be routed to the Planning Department within two days of drop-off, and your assigned Planner will review the plans within approximately one week of the plans being routed to Planning.

In all instances, Permit Center staff will require you to sign-in through the Permit Center's queue management system upon arrival at 49 South Van Ness Avenue.

All revisions to Planning Department entitlement cases (e.g., CUA, VAR, ENX, DNX) must be submitted to the Planning Department via email to your assigned Planner's attention and NOT through the Permit Center. This is a separate submittal from any building plan revisions submitted to DBI through the online portal.

Please do not come to the Planning Department to discuss this letter. Although our Public Information Counter is open to the public, our offices on the 14th Floor are closed during the Coronavirus outbreak but our staff are working remotely. Please direct all general questions or meeting requests to the project manager listed above. For questions related specifically to environmental review, please contact the environmental planner listed above.

Thank you,

Kalyani Agnihotri, Planner I
NW Team, Current Planning Division

CC: Caputo Louis, 4820 ANZA ST, SAN FRANCISCO, CA 94121
Trent Greenan, Design Review Team
Gretel Gunther, Preservation Planner

APPENDIX A: PLANNING CODE REVIEW

Record No. 2021-009470PRJ

Contact: Kalyani Agnihotri | Kalyani.Agnihotri@sfgov.org | 628-652-7454

4820 ANZA ST

PLAN SUBMITTAL GUIDELINES:

Provided	Not Provided	Not Required	Description & Comment	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General Information	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Title Sheet & Details	<ul style="list-style-type: none"> Please show summary table of existing and proposed square footages for all floors.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Site Survey	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site Plan	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floor & Roof Plans	<ul style="list-style-type: none"> Please re-order arrangement of plans. The existing and proposed floor plans should be on the same page – for example, existing and proposed first floor plans must be on the same page and so on. Please show existing & proposed first floor plans in relation to 45% rear yard line and add measurements to extent of building that projects beyond 45% line. Please differentiate the building outline and landscape elements in the site plan using different line weights or colors (black/grey) Please show setback of new roof deck from side & front lot lines and 45% rear yard line.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Elevations	<ul style="list-style-type: none"> Please re-order elevations. The existing and proposed elevations should be on the same page. Garage door to be shown accurately – Elevation drawings do not match street view images. Use same line weight & color when depicting existing & proposed part of the subject property. Use different line weight/color or form (dashed) when depicting neighboring properties in elevation drawings.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sections	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Landscaping Plan	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Streetscape Plan	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Material Specifications	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photographs	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Renderings	

LAND USE:

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

APPENDIX A: PLANNING CODE REVIEW

Record No. 2021-009470PRJ

Contact: Kalyani Agnihotri | Kalyani.Agnihotri@sfgov.org | 628-652-7454

4820 ANZA ST

OTHER REQUIRED APPROVALS:

Required	Planning Code Section	
<input checked="" type="checkbox"/>	305	Variance
<input checked="" type="checkbox"/>	311	Neighborhood Notification
Comments: Variance may be required as the proposed design is encroaching the required rear yard. Neighborhood notification is required.		

ADDITIONAL PLANNING CODE REQUIREMENTS:

Complies	Does Not Comply	Needs Info	Planning Code Section		Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	121	Lot Area/Width	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	132	Front Setback	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	132(g)	Green Landscaping	All front setback areas required by this Section 132 shall be appropriately landscaped, meet any applicable water use requirements of Administrative Code Chapter 63, and in every case not less than 20% of the required setback area shall be and remain unpaved and devoted to plant material, including the use of climate appropriate plant material as defined in Public Works Code Section 802.1.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	132(h)	Permeability	The front setback area shall be at least 50% permeable so as to increase stormwater infiltration. The Permeable Surface may be inclusive of the area counted towards the landscaping requirement; provided, however, that turf pavers or similar planted hardscapes shall be counted only toward the Permeable Surface requirement and not the landscape requirement.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	134	Rear Yard	As per Section 134 (e)(4)(B) - In the case of any lot that abuts along one of its side lot lines upon a lot with a building that fronts on another Street or Alley, the lot on which it so abuts shall be disregarded, and the forward edge of the required rear yard shall be reduced to a line on the subject lot which is at the depth of the rear building wall of the one adjacent building fronting on the same Street or Alley. In this case, please show the average required rear yard line based on the rear building wall of the property at 4826 Anza St. Please show accurate required rear yard line for 45% of lot dept, average rear yard and 25% of lot depth on both existing and proposed site plans.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	135	Open Space	At least 125 square feet required, if private

APPENDIX A: PLANNING CODE REVIEW

Record No. 2021-009470PRJ

Contact: Kalyani Agnihotri | Kalyani.Agnihotri@sfgov.org | 628-652-7454

4820 ANZA ST

Complies	Does Not Comply	Needs Info	Planning Code Section		Comments
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	136	Permitted Obstructions	Please provide the accurate rear yard measurements to determine the depth of obstructions in the rear yard. Please show depth measurements for any part of the building that extends beyond the 45% rear yard line and the average rear yard line. Show height of existing/ proposed retaining walls, fences, railings etc.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	139	Bird Safety	Proposed rear elevation features must be compliant with bird safety standards - Design Guide Standards for Bird Safe Bldgs_Final.pdf (sfplanning.org)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	140	Dwelling Unit Exposure	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	155.2	Bicycle Parking	1 class 1 Bicycle parking space required if increase to square footage is > 20%. Show 1 per unit, easily accessible to residents and not otherwise used for automobile parking or other purposes.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	260(a)	Height	Please show the outlines of the stair and elevator penthouses on all the elevation drawings.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	260(b)	Exemptions from Height	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	261	Height Limits	Except in cases where the average ground elevation at the rear line of the lot is higher by 20 or more feet than at the front line thereof, the following additional height limits shall apply to the front portion of properties containing dwellings in all RH-1(D), RH-1, RH-1(S) and RH-2 Districts: The height limit shall be 30 feet at the front lot line,... and shall increase at an angle of 45 degrees from the horizontal toward the rear of the lot until the height limit is reached.

DEVELOPMENT IMPACT FEES:

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

OTHER REQUIREMENTS:

Provided	N/A	Needs Info	Description	Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Pre-Application Meeting	Please provide information on whether a pre-application meeting was conducted. If not, please contact planner on instructions.

APPENDIX A: PLANNING CODE REVIEW

Record No. 2021-009470PRJ

Contact: Kalyani Agnihotri | Kalyani.Agnihotri@sfgov.org | 628-652-7454

4820 ANZA ST

Provided	N/A	Needs Info	Description	Comments
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Interdepartmental Project Review Required	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Inclusionary Housing Affidavit	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	First Source Hiring Affidavit	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Anti-Discriminatory Housing Affidavit	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Block Book Notification	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Active Enforcement	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vision Zero	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Street & Significant Trees: new, removed, relocated	<ol style="list-style-type: none"> 1. Significant trees are within 10 feet of the public right-of-way and also meet one of the following size requirements: <ul style="list-style-type: none"> ○ 20 feet or greater in height, ○ 15 feet or greater canopy width, or ○ 12 inches or greater diameter of trunk measured at 4.5 feet above grade. 2. any excavation within the dripline will require a tree protection plan by Public Works.

RESIDENTIAL DESIGN GUIDELINES MATRIX						
Project address		4820 Anza St	REVIEW TYPE		PR-INI	RDAT
Application number			Date of Review / Response			7/27/2022
Quadrant		NW	Date of Drawings			
Assigned Planner		Kalyani Agnihotri	Comment author		Kalyani Agnihotri	Trent Greenan
Assigned Design Review staff			Meeting Attendees			Kalyani Agnihotri, Trent Greenan, David Winslow, Allison Albericci
#	Guideline Chapter, Topic		Subtopic	Guideline		
Neighborhood Character						
II1	WHAT IS THE CHARACTER OF THE NEIGHBORHOOD?		Defined Visual Character	GUIDELINE: In areas with a defined visual character, design buildings to be compatible with the patterns and architectural features of surrounding buildings.	Proposed Addition does not comply with guidelines	The neighborhood has a strong precedent of well preserved period revival homes including the subject property.
II2			Mixed Visual Character	GUIDELINE: In areas with a mixed visual character, design buildings to help define, unify and contribute positively to the existing visual context.	Proposed Addition does not comply with guidelines	NA
Site Design						
III 1	TOPOGRAPHY			Guideline: Respect the topography of the site and the surrounding area.	Proposed Addition does not comply with guidelines - Building situated on lot that slopes up from curb. Addition not sensitively design for height	The project does not slope with the property from front to rear. See Comment III 6 for recommendations.
III 2	FRONT SETBACK			GUIDELINE: Treat the front setback so that it provides a pedestrian scale and enhances the street.	MEETS GUIDELINE	
III 3			Varied Front Setbacks	GUIDELINE: In areas with varied front setbacks, design building setbacks to act as a transition between adjacent buildings and to unify the overall streetscape.	Proposed Addition does not comply with guidelines	MEETS GUIDELINE
III 4			Landscaping	GUIDELINE: Provide landscaping in the front setback.	??	NA
III 5	SIDE SPACING BETWEEN BUILDINGS			GUIDELINE: Respect the existing pattern of side spacing.	Does not comply with guidelines	NA
III 6	REAR YARD			GUIDELINE: Articulate the building to minimize impacts on light and privacy to adjacent properties.	Does not comply with guidelines	The height and depth of the rear addition would have adverse impacts to the neighbors. The fourth floor addition is out of scale with the context and would have substantial impacts to surrounding properties. Design Review recommends that the 4th floor be removed entirely. Reduce the depth of the third floor to the 45% rear yard line. Setback addition to the depth of the stair on the east side for all floors.
III 7	VIEWS			GUIDELINE: Protect major public views from public spaces.	NA	NA
III 8	SPECIAL BUILDING LOCATIONS		Corner Buildings	GUIDELINE: Provide greater visual emphasis to corner buildings.	NA	NA
III 9			Building Abutting Public Spaces	GUIDELINE: Design building facades to enhance and complement adjacent public spaces.	NA	NA
III 10			Rear Yard	GUIDELINE: Articulate the building to minimize impacts on light to adjacent cottages.	Does not comply with guidelines	NA
Building Scale and Form						
IV 1			Building Scale	GUIDELINE: Design the scale of the building to be compatible with the height and depth of surrounding buildings.	Does not comply with guidelines	See Comment III 6.

RESIDENTIAL DESIGN GUIDELINES MATRIX					
Project address		4820 Anza St	REVIEW TYPE		PR-INI RDAT
Application number			Date of Review / Response		7/27/2022
Quadrant		NW	Date of Drawings		
Assigned Planner		Kalyani Agnihotri	Comment author		Kalyani Agnihotri Trent Greenan
Assigned Design Review staff			Meeting Attendees		Kalyani Agnihotri, Trent Greenan, David Winslow, Allison Albericci
IV 2		Building Scale at the Street	GUIDELINE: Design the height and depth of the building to be compatible with the existing building scale at the street.	Does not comply with guidelines - Both height & depth do not match proportions of existing building scale	The height of the 4th floor is out of scale with the street. Recommend removing per comment III 6.
IV 3		Building Scale at the Mid-Block Open Space	GUIDELINE: Design the height and depth of the building to be compatible with the existing building scale at the mid-block open space.	Does not comply with guidelines	See Comment III 6.
IV 4	BUILDING FORM		GUIDELINE: Design the building's form to be compatible with that of surrounding buildings.	Does not comply with guidelines	See Comment III 6.
IV 5		Facade Width	GUIDELINE: Design the building's facade width to be compatible with those found on surrounding buildings.	Better modulation needed, front setback of proposed 3rd floor, eliminate 4th floor	MEETS GUIDELINE
IV 6		Proportions	GUIDELINE: Design the building's proportions to be compatible with those found on surrounding buildings.		MEETS GUIDELINE
IV 7		Rooflines	GUIDELINE: Design rooflines to be compatible with those found on surrounding buildings.	front setback of proposed 3rd floor, eliminate 4th floor	See Comment III 6.
Architectural Features					
V 1	BUILDING ENTRANCES		GUIDELINE: Design building entrances to enhance the connection between the public realm of the street and sidewalk and the private realm of the building.	Need to retain existing brick stair at entry	Recommend retaining raised entry.
V 2		Location of Building Entrances	GUIDELINE: Respect the existing pattern of building entrances.	Yes	MEETS GUIDELINE
V 3		Front Porches	GUIDELINE: Provide front porches that are compatible with existing porches of surrounding buildings.	Retain existing entry stair with gated porch	NA
V 4		Utility Panels	GUIDELINE: Locate utility panels so they are not visible on the front building wall or on the sidewalk.	Not shown	Show panels in plans.
V 5	BAY WINDOWS		GUIDELINE: Design the length, height and type of bay windows to be compatible with those on surrounding buildings.	Retain existing pattern of tri-partite bay windows	Recommend retaining existing bay window.
V 6	GARAGES	Garage Structures	GUIDELINE: Detail garage structures to create a visually interesting street frontage.	Need more direction	NA
V 7		Garage Door Design and Placement	GUIDELINE: Design and place garage entrances and doors to be compatible with the building and the surrounding area.	Need more direction	Recommend wood garage door instead of aluminum.
V 8		Garage Door Widths	GUIDELINE: Minimize the width of garage entrances.	MEETS GUIDELINE	MEETS GUIDELINE
V 9		Curb Cuts	GUIDELINE: Coordinate the placement of curb cuts.	MEETS GUIDELINE	MEETS GUIDELINE
V 9	ROOFTOP ARCHITECTURAL FEATURES		GUIDELINE: Sensitively locate and screen rooftop features so they do not dominate the appearance of a building.	Setback 15', roofed to be setback from interior lot lines by 5 feet	Setback roof deck 5' from all roof edges to prevent privacy impacts.
V 10		Stair Penthouses	GUIDELINE: Design stair penthouses to minimize their visibility from the street.	NA	NA
V 11		Parapets	GUIDELINE: Design parapets to be compatible with overall building proportions and other building elements.	Retain existing moulded parapet form	Recommend retaining existing moulded parapet form.

RESIDENTIAL DESIGN GUIDELINES MATRIX					
Project address		4820 Anza St	REVIEW TYPE		PR-INI RDAT
Application number			Date of Review / Response		7/27/2022
Quadrant		NW	Date of Drawings		
Assigned Planner		Kalyani Agnihotri	Comment author		Kalyani Agnihotri Trent Greenan
Assigned Design Review staff			Meeting Attendees		Kalyani Agnihotri, Trent Greenan, David Winslow, Allison Albericci
V 12		Dormers	GUIDELINE: Design dormers to be compatible with the architectural character of surrounding buildings.	NA	NA
V 13		Windscreens	GUIDELINE: Design windscreens to minimize impacts on the building's design and on light to adjacent buildings.	NA	NA
Building Details					
VI 1	ARCHITECTURAL DETAILS		GUIDELINE: Design the placement and scale of architectural details to be compatible with the building and the surrounding area.	Retain trim details on front façade	Per comment II 1 recommend retaining existing façade for better consistency with neighborhood.
VI 2	WINDOWS		GUIDELINE: Use windows that contribute to the architectural character of the building and the neighborhood.	Need window details to show setback, frame depth etc.	Include window details showing min 3" recess from frame to primary façade cladding.
VI 3		Window Size	GUIDELINE: Relate the proportion and size of windows to that of existing buildings in the neighborhood.	Proposed windows on front façade need depth, retain existing tri-partite bay window	MEETS GUIDELINE
VI 4		Window Features	GUIDELINE: Design window features to be compatible with the building's architectural character, as well as other buildings in the neighborhood.		MEETS GUIDELINE
VI 5		Window Material	GUIDELINE: Use window materials that are compatible with those found on surrounding buildings, especially on facades visible from the street.		MEETS GUIDELINE
VI 6	EXTERIOR MATERIALS		GUIDELINE: The type, finish, and quality of a building's materials must be compatible with those used in the surrounding area.	Stucco?	MEETS GUIDELINE
VI 7		Exposed Building Walls	GUIDELINE: All exposed walls must be covered and finished with quality materials that are compatible with the front facade and adjacent buildings.		MEETS GUIDELINE
VI 8		Material Detailing	GUIDELINE: Ensure that materials are properly detailed and appropriately applied.	Need better details on elevations	MEETS GUIDELINE



PLAN CHECK LETTER #3

December 6, 2022

Fiona Lee
InnCon Design
3626 Geary Blvd Suite 203,
San Francisco, CA 94118

Project Address: **4820 ANZA ST**
Assessor's Block/Lot: **1505/016**
Zoning District: **RH-2/ 40-X**

Building Permit Number: **202108307438**
Planning Record Number: **2021-009470PRJ**

Project Manager Kalyani Agnihotri, Planner I, Kalyani.Agnihotri@sfgov.org, 628-652-7454

The Project Application for the above address has been reviewed by the Planning Department. This Plan Check Letter indicates (1) any information required to proceed with environmental analysis, (2) any missing information or modifications that must be provided to demonstrate compliance with the Planning Code and proceed with environmental analysis, and (3) any other modifications the Department is seeking in order to support the project. **Please review this Plan Check Letter carefully, and follow the instructions provided in order to advance the review process.**

Project Review History

On 09/15/21, a project application was submitted to the Planning Department.

On 01/10/22, the Residential Design and Advisory Team (RDAT) reviewed the project during Architect office hours.

On 06/08/2022, the applicant submitted revised plans in response to PCL #1

On 7/12/2022, the Residential Design and Advisory Team (RDAT) reviewed the project during Architect office hours.

On 11/23/22, the CEQA Historic Resource Determination concluded that no historic resource is present at the subject property.

On 11/29/22, the Residential Design and Advisory Team (RDAT) reviewed the project during Architect office hours.

Responses Required For Environmental Analysis

The Department is unable to proceed with environmental analysis for the project until the following information or modifications are provided or addressed:

1. All modifications and requirements identified in the Planning Code Review Checklist (**Appendix A**). These project modifications and missing materials or information are necessary to confirm that the project is compliant with applicable Planning Code requirements.
2. Critical design modifications: the following design modifications are necessary to proceed with environmental analysis. Additional design modifications identified in the Project Review Comments section below may continue to be addressed while environmental analysis is underway.
 - A. Modulate the vertical massing to reflect the neighborhood-prevailing massing. Please refer to the Residential Design Guidelines - [RDG Book.indb \(sfplanning.s3.amazonaws.com\)](https://sfplanning.s3.amazonaws.com/RDG_Book.indb), to modulate the building form and scale.
 - B. Please eliminate the proposed fourth floor from the scope of work. Per the Residential Design Guidelines, the fourth floor may not be in line with the character and scale of residential buildings in the immediate neighborhood.
 - C. Please reduce the depth of the 3rd floor addition at the rear, to meet the 45% rear yard line. Modify the building height or depth in order to maintain the existing scale at the street. By making these modifications, the visibility of the upper floor is limited from the street, and the upper floor appears subordinate to the primary facade.
 - D. Setback the vertical addition to the depth of the stair on the east side on all floors.
 - E. Roof deck to be set back by 5 feet from all roof edges to prevent privacy impacts

Project Review Comments

1. **Planning Code Review Checklist:** Please address all the yellow highlighted comments specified in **Appendix A**.
2. **Design Review:** Project underwent Residential Design Review by the RDAT team on the week of July 27, 2022. The staff architect re-reviewed the project after it was reclassified to a Category C (No Historic Resource present) building. An expanded matrix with design modifications comments is attached as **Appendix B**. The comments specified in the Residential Design Review Matrix are also to be addressed prior to submitting revisions to the planner.

Required Action

1. Please include a written response to this letter that discusses how you have addressed the items outlined

above and in each of the attachments. Please note that the Department may request further revisions to the project as part of the environmental review process (e.g., to avoid a significant impact), or to ensure conformity with the Planning Code, design guidelines and other local ordinances and policies.

2. Within ninety (90) days from the date of this letter, please submit the requested information, or contact the project manager listed above if more time is needed to prepare the requested information. If the Department has not received the requested information or a request for additional time within 90 days, the application will be cancelled.

Revision Drop-Off for Hardcopy Building Permits Requested by Planning Department

If you have an existing Form 1, 2 or 3 Building Permit Application that was originally submitted in hardcopy, you may submit revised plans directly to the Planning Department without an appointment. Customers should come to the 49 South Van Ness Main Entrance to drop-off the plans at the 2nd Floor (Stations No. 26, 27, 29 or 31) between 7:30 am and 3:30 pm.

Alternatively, you may also drop-off revised plans for building permit applications (in the possession of the Planning Department) to the Permit Center Help Desk on the 2nd Floor. Please denote the assigned planner, permit number and address on your correspondence.

If your Building Permit was submitted through the online permit portal, please upload plans directly into Bluebeam and email your assigned planner that revisions have been uploaded.

Revision Drop-Off Instructions

1. Provide two sets of revised plans
2. Write the Building Permit Application Number along the side edge of each set of plans
3. Date the plans with the resubmittal date

Revised plans will be routed to the Planning Department within two days of drop-off, and your assigned Planner will review the plans within approximately one week of the plans being routed to Planning.

In all instances, Permit Center staff will require you to sign-in through the Permit Center's queue management system upon arrival at 49 South Van Ness Avenue.

All revisions to Planning Department entitlement cases (e.g., CUA, VAR, ENX, DNX) must be submitted to the Planning Department via email to your assigned Planner's attention and NOT through the Permit Center. This is a separate submittal from any building plan revisions submitted to DBI through the online portal.

Please do not come to the Planning Department to discuss this letter. Although our Public Information Counter is open to the public, our offices on the 14th Floor are closed during the Coronavirus outbreak but our staff are working remotely. Please direct all general questions or meeting requests to the project manager listed above. For questions related specifically to environmental review, please contact the environmental planner listed above.

Thank you,

Kalyani Agnihotri, Planner III
NW Team, Current Planning Division

CC: Caputo Louis, 4820 ANZA ST, SAN FRANCISCO, CA 94121
Trent Greenan, Design Review Team
Gretel Gunther, Preservation Planner

APPENDIX A: PLANNING CODE REVIEW

Record No. 2021-009470PRJ

Contact: Kalyani Agnihotri | Kalyani.Agnihotri@sfgov.org | 628-652-7454

4820 ANZA ST

PLAN SUBMITTAL GUIDELINES:

Provided	Not Provided	Not Required	Description & Comment	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	General Information	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Title Sheet & Details	<ul style="list-style-type: none"> Please show summary table of existing and proposed square footages for all floors.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Site Survey	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site Plan	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Floor & Roof Plans	<ul style="list-style-type: none"> Please re-order arrangement of plans. The existing and proposed floor plans should be on the same page – for example, existing and proposed first floor plans must be on the same page and so on. Please show existing & proposed first floor plans in relation to 45% rear yard line and add measurements to extent of building that projects beyond 45% line. Please differentiate the building outline and landscape elements in the site plan using different line weights or colors (black/grey) Please show setback of new roof deck from side & front lot lines and 45% rear yard line.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Elevations	<ul style="list-style-type: none"> Please re-order elevations. The existing and proposed elevations should be on the same page. Garage door to be shown accurately – Elevation drawings do not match street view images. Use same line weight & color when depicting existing & proposed part of the subject property. Use different line weight/color or form (dashed) when depicting neighboring properties in elevation drawings.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sections	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Landscaping Plan	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Streetscape Plan	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Material Specifications	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photographs	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Renderings	

LAND USE:

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

APPENDIX A: PLANNING CODE REVIEW

Record No. 2021-009470PRJ

Contact: Kalyani Agnihotri | Kalyani.Agnihotri@sfgov.org | 628-652-7454

4820 ANZA ST

OTHER REQUIRED APPROVALS:

Required	Planning Code Section	
<input checked="" type="checkbox"/>	305	Variance
<input checked="" type="checkbox"/>	311	Neighborhood Notification
<i>Comments: Variance may be required as the proposed design is encroaching the required rear yard. Neighborhood notification is required.</i>		

ADDITIONAL PLANNING CODE REQUIREMENTS:

Complies	Does Not Comply	Needs Info	Planning Code Section		Comments
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	121	Lot Area/Width	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	132	Front Setback	
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	132(g)	Green Landscaping	All front setback areas required by this Section 132 shall be appropriately landscaped, meet any applicable water use requirements of Administrative Code Chapter 63, and in every case not less than 20% of the required setback area shall be and remain unpaved and devoted to plant material, including the use of climate appropriate plant material as defined in Public Works Code Section 802.1.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	132(h)	Permeability	The front setback area shall be at least 50% permeable so as to increase stormwater infiltration. The Permeable Surface may be inclusive of the area counted towards the landscaping requirement; provided, however, that turf pavers or similar planted hardscapes shall be counted only toward the Permeable Surface requirement and not the landscape requirement.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	134	Rear Yard	As per Section 134 (e)(4)(B) - In the case of any lot that abuts along one of its side lot lines upon a lot with a building that fronts on another Street or Alley, the lot on which it so abuts shall be disregarded, and the forward edge of the required rear yard shall be reduced to a line on the subject lot which is at the depth of the rear building wall of the one adjacent building fronting on the same Street or Alley. In this case, please show the average required rear yard line based on the rear building wall of the property at 4826 Anza St. Please show accurate required rear yard line for 45% of lot dept, average rear yard and 25% of lot depth on both existing and proposed site plans.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	135	Open Space	At least 125 square feet required, if private
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	136	Permitted Obstructions	Please provide the accurate rear yard measurements to determine the depth of

APPENDIX A: PLANNING CODE REVIEW

Record No. 2021-009470PRJ

Contact: Kalyani Agnihotri | Kalyani.Agnihotri@sfgov.org | 628-652-7454

4820 ANZA ST

Complies	Does Not Comply	Needs Info	Planning Code Section		Comments
					obstructions in the rear yard. Please show depth measurements for any part of the building that extends beyond the 45% rear yard line and the average rear yard line. Show height of existing/ proposed retaining walls, fences, railings etc.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	139	Bird Safety	Proposed rear elevation features must be compliant with bird safety standards - Design Guide Standards for Bird Safe Bldgs Final.pdf (sfplanning.org)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	140	Dwelling Unit Exposure	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	155.2	Bicycle Parking	1 class 1 Bicycle parking space required if increase to square footage is > 20%. Show 1 per unit, easily accessible to residents and not otherwise used for automobile parking or other purposes.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	260(a)	Height	Please show the outlines of the stair and elevator penthouses on all the elevation drawings. Please show maximum permitted height envelope as measured on a sloping lot per Sec. 260 (a)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	260(b)	Exemptions from Height	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	261	Height Limits	Except in cases where the average ground elevation at the rear line of the lot is higher by 20 or more feet than at the front line thereof, the following additional height limits shall apply to the front portion of properties containing dwellings in all RH-1(D), RH-1, RH-1(S) and RH-2 Districts: The height limit shall be 30 feet at the front lot line, ... and shall increase at an angle of 45 degrees from the horizontal toward the rear of the lot until the height limit is reached.

DEVELOPMENT IMPACT FEES:

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

OTHER REQUIREMENTS:

Provided	N/A	Needs Info	Description	Comments
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Pre-Application Meeting	Please provide information on whether a pre-application meeting was conducted. If not, please contact planner on instructions.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Interdepartmental Project Review Required	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Inclusionary Housing Affidavit	

APPENDIX A: PLANNING CODE REVIEW

Record No. 2021-009470PRJ

Contact: Kalyani Agnihotri | Kalyani.Agnihotri@sfgov.org | 628-652-7454

4820 ANZA ST

Provided	N/A	Needs Info	Description	Comments
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	First Source Hiring Affidavit	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Anti-Discriminatory Housing Affidavit	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Block Book Notification	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Active Enforcement	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Vision Zero	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Street & Significant Trees: new, removed, relocated	<ol style="list-style-type: none"> 1. Significant trees are within 10 feet of the public right-of-way and also meet one of the following size requirements: <ul style="list-style-type: none"> o 20 feet or greater in height, o 15 feet or greater canopy width, or o 12 inches or greater diameter of trunk measured at 4.5 feet above grade. 2. any excavation within the dripline will require a tree protection plan by Public Works.

RESIDENTIAL DESIGN GUIDELINES MATRIX										
Project address		4820 Anza St	REVIEW TYPE	PR-INI	RDAT	PR-REV				
Application number			Date of Review / Response		7/27/2022	11/29/2022				
Quadrant		NW	Date of Drawings							
Assigned Planner		Kalyani Agnihotri	Comment author	Kalyani Agnihotri	Trent Greenan	Kalyani Agnihotri				
Assigned Design Review staff			Meeting Attendees		Kalyani Agnihotri, Trent Greenan, David Winslow, Allison Albericci	Kalyani Agnihotri, Trent Greenan,				
#	Guideline Chapter, Topic	Subtopic	Guideline							
Neighborhood Character										
II1	WHAT IS THE CHARACTER OF THE NEIGHBORHOOD?	Defined Visual Character	GUIDELINE: In areas with a defined visual character, design buildings to be compatible with the patterns and architectural features of surrounding buildings.	Proposed Addition does not comply with guidelines	The neighborhood has a strong precedent of well preserved period revival homes including the subject property.					
II2		Mixed Visual Character	GUIDELINE: In areas with a mixed visual character, design buildings to help define, unify and contribute positively to the existing visual context.	Proposed Addition does not comply with guidelines	NA					
Site Design										
III 1	TOPOGRAPHY		Guideline: Respect the topography of the site and the surrounding area.	Proposed Addition does not comply with guidelines - Building situated on lot that slopes up from curb. Addition not sensitively design for height	The project does not slope with the property from front to rear. See Comment III 6 for recommendations.					
III 2	FRONT SETBACK		GUIDELINE: Treat the front setback so that it provides a pedestrian scale and enhances the street.	MEETS GUIDELINE						
III 3		Varied Front Setbacks	GUIDELINE: In areas with varied front setbacks, design building setbacks to act as a transition between adjacent buildings and to unify the overall streetscape.	Proposed Addition does not comply with guidelines	MEETS GUIDELINE					
III 4		Landscaping	GUIDELINE: Provide landscaping in the front setback.	??	NA					
III 5	SIDE SPACING BETWEEN BUILDINGS		GUIDELINE: Respect the existing pattern of side spacing.	Does not comply with guidelines	NA					
III 6	REAR YARD		GUIDELINE: Articulate the building to minimize impacts on light and privacy to adjacent properties.	Does not comply with guidelines	The height and depth of the rear addition would have adverse impacts to the neighbors. The fourth floor addition is out of scale with the context and would have substantial impacts to surrounding properties. Design Review recommends that the 4th floor be removed entirely. Reduce the depth of the third floor to the 45% rear yard line. Setback addition to the depth of the stair on the east side for all floors.					
III 7	VIEWS		GUIDELINE: Protect major public views from public spaces.	NA	NA					
III 8	SPECIAL BUILDING LOCATIONS	Corner Buildings	GUIDELINE: Provide greater visual emphasis to corner buildings.	NA	NA					
III 9		Building Abutting Public Spaces	GUIDELINE: Design building facades to enhance and complement adjacent public spaces.	NA	NA					
III 10		Rear Yard	GUIDELINE: Articulate the building to minimize impacts on light to adjacent cottages.	Does not comply with guidelines	NA					
Building Scale and Form										

RESIDENTIAL DESIGN GUIDELINES MATRIX										
Project address		4820 Anza St	REVIEW TYPE	PR-INIT	RDAT	PR-REV				
Application number			Date of Review / Response		7/27/2022	11/29/2022				
Quadrant		NW	Date of Drawings							
Assigned Planner		Kalyani Agnihotri	Comment author	Kalyani Agnihotri	Trent Greenan	Kalyani Agnihotri				
Assigned Design Review staff			Meeting Attendees		Kalyani Agnihotri, Trent Greenan, David Winslow, Allison Albericci	Kalyani Agnihotri, Trent Greenan,				
IV 1		Building Scale	GUIDELINE: Design the scale of the building to be compatible with the height and depth of surrounding buildings.	Does not comply with guidelines	See Comment III 6.					
IV 2		Building Scale at the Street	GUIDELINE: Design the height and depth of the building to be compatible with the existing building scale at the street.	Does not comply with guidelines - Both height & depth do not match proportions of existing building scale	The height of the 4th floor is out of scale with the street. Recommend removing per comment III 6.					
IV 3		Building Scale at the Mid-Block Open Space	GUIDELINE: Design the height and depth of the building to be compatible with the existing building scale at the mid-block open space.	Does not comply with guidelines	See Comment III 6.					
IV 4	BUILDING FORM		GUIDELINE: Design the building's form to be compatible with that of surrounding buildings.	Does not comply with guidelines	See Comment III 6.					
IV 5		Facade Width	GUIDELINE: Design the building's facade width to be compatible with those found on surrounding buildings.		MEETS GUIDELINE					
IV 6		Proportions	GUIDELINE: Design the building's proportions to be compatible with those found on surrounding buildings.	Better modulation needed, front setback of proposed 3rd floor, eliminate 4th floor	MEETS GUIDELINE					
IV 7		Rooflines	GUIDELINE: Design rooflines to be compatible with those found on surrounding buildings.	front setback of proposed 3rd floor, eliminate 4th floor	See Comment III 6.					
Architectural Features										
V 1	BUILDING ENTRANCES		GUIDELINE: Design building entrances to enhance the connection between the public realm of the street and sidewalk and the private realm of the building.	Need to retain existing brick stair at entry	MEETS GUIDELINE					
V 2		Location of Building Entrances	GUIDELINE: Respect the existing pattern of building entrances.	Yes	MEETS GUIDELINE					
V 3		Front Porches	GUIDELINE: Provide front porches that are compatible with existing porches of surrounding buildings.	Retain existing entry stair with gated porch	NA					
V 4		Utility Panels	GUIDELINE: Locate utility panels so they are not visible on the front building wall or on the sidewalk.	Not shown	Show panels in plans.					
V 5	BAY WINDOWS		GUIDELINE: Design the length, height and type of bay windows to be compatible with those on surrounding buildings.	Retain existing pattern of tri-partite bay windows	Property Reclaasified to Category C - Façade modifications acceptable					
V 6	GARAGES	Garage Structures	GUIDELINE: Detail garage structures to create a visually interesting street frontage.	Need more direction	NA					
V 7		Garage Door Design and Placement	GUIDELINE: Design and place garage entrances and doors to be compatible with the building and the surrounding area.	Need more direction	Recommend wood garage door instead of aluminum.					
V 8		Garage Door Widths	GUIDELINE: Minimize the width of garage entrances.	MEETS GUIDELINE	MEETS GUIDELINE					
V 9		Curb Cuts	GUIDELINE: Coordinate the placement of curb cuts.	MEETS GUIDELINE	MEETS GUIDELINE					

RESIDENTIAL DESIGN GUIDELINES MATRIX										
Project address		4820 Anza St	REVIEW TYPE	PR-INI	RDAT	PR-REV				
Application number			Date of Review / Response		7/27/2022	11/29/2022				
Quadrant		NW	Date of Drawings							
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Assigned Design Review staff			Meeting Attendees		Kalyani Agnihotri, Trent Greenan, David Winslow, Allison Albericci	Kalyani Agnihotri, Trent Greenan,				
V 9	ROOFTOP ARCHITECTURAL FEATURES		GUIDELINE: Sensitively locate and screen rooftop features so they do not dominate the appearance of a building.	Setback 15', roofed cck to be setback from interior lot lines by 5 feet	Setback roof deck 5' from all roof edges to prevent privacy impacts.					
V 10		Stair Penthouses	GUIDELINE: Design stair penthouses to minimize their visibility from the street.	NA	NA					
V 11		Parapets	GUIDELINE: Design parapets to be compatible with overall building proportions and other building elements.	Retain existing moulded parapet form	Property Reclaasified to Category C - Façade modifications acceptable					
V 12		Dormers	GUIDELINE: Design dormers to be compatible with the architectural character of surrounding buildings.	NA	NA					
V 13		Windscreens	GUIDELINE: Design windscreens to minimize impacts on the building's design and on light to adjacent buildings.	NA	NA					
Building Details										
VI 1	ARCHITECTURAL DETAILS		GUIDELINE: Design the placement and scale of architectural details to be compatible with the building and the surrounding area.	Retain trim details on front façade	Property Reclaasified to Category C - Façade modifications acceptable					
VI 2	WINDOWS		GUIDELINE: Use windows that contribute to the architectural character of the building and the neighborhood.	Need window details to show setback, frame depth etc.	Include window details showing min 3" recess from frame to primary façade cladding.					
VI 3		Window Size	GUIDELINE: Relate the proportion and size of windows to that of existing buildings in the neighborhood.	Proposed windows on front façade need depth, retain existing tri-partite bay window	MEETS GUIDELINE					
VI 4		Window Features	GUIDELINE: Design window features to be compatible with the building's architectural character, as well as other buildings in the neighborhood.		MEETS GUIDELINE					
VI 5		Window Material	GUIDELINE: Use window materials that are compatible with those found on surrounding buildings, especially on facades visible from the street.		MEETS GUIDELINE					
VI 6	EXTERIOR MATERIALS		GUIDELINE: The type, finish, and quality of a building's materials must be compatible with those used in the surrounding area.	Stucco?	MEETS GUIDELINE					
VI 7		Exposed Building Walls	GUIDELINE: All exposed walls must be covered and finished with quality materials that are compatible with the front facade and adjacent buildings.		MEETS GUIDELINE					
VI 8		Material Detailing	GUIDELINE: Ensure that materials are properly detailed and appropriately applied.	Need better details on elevations	MEETS GUIDELINE					

NOTICE OF PRE-APPLICATION MEETING

Date: _____

Dear Neighbor:

You are invited to a neighborhood Pre-Application meeting to review and discuss the development proposal at _____, cross street(s) _____ (Block/Lot#: _____; Zoning: _____), in accordance with the San Francisco Planning Department's Pre-Application procedures. The Pre-Application meeting is intended as a way for the Project Sponsor(s) to discuss the project and review the proposed plans with adjacent neighbors and neighborhood organizations before the submittal of an application to the City. This provides neighbors an opportunity to raise questions and discuss any concerns about the impacts of the project before it is submitted for the Planning Department's review. Once a Building Permit has been submitted to the City, you may track its status at www.sfgov.org/dbi.

The Pre-Application process serves as the first step in the process prior to filing a Project Application with the Planning Department. Those contacted as a result of the Pre-Application process will also receive formal notification from the city after the project is submitted and reviewed by Planning Department staff.

A Pre-Application meeting is required because this project includes (check all that apply):

New Construction subject to Section 311;

Any vertical addition of 7 feet or more subject to Section 311;

Any horizontal addition of 10 feet or more subject to Section 311;

Decks over 10 feet above grade or within the required rear yard subject to Section 311;

All Formula Retail uses subject to a Conditional Use Authorization;

PDR-1-B, Section 313;

Community Business Priority Processing Program (CB3P).

The development proposal is to: _____

Existing # of dwelling units: _____ Proposed: _____ Permitted: _____

Existing bldg square footage: _____ Proposed: _____ Permitted: _____

Existing # of stories: _____ Proposed: _____ Permitted: _____

Existing bldg height: _____ Proposed: _____ Permitted: _____

Existing bldg depth: _____ Proposed: _____ Permitted: _____

MEETING INFORMATION:

Property Owner(s) name(s): _____

Project Sponsor(s): _____

Contact information (email/phone): _____

Meeting Address*: _____

Date of meeting: _____ Time of meeting**: _____

*The meeting should be conducted at the project site or within a one-mile radius, unless the Project Sponsor has requested a Department Facilitated Pre-Application Meeting, in which case the meeting will be held at the Planning Department offices, at 1650 Mission Street, Suite 400.

**Weeknight meetings shall occur between 6:00 p.m. - 9:00 p.m. Weekend meetings shall be between 10:00 a.m. - 9:00 p.m, unless the Project Sponsor has selected a Department Facilitated Pre-Application Meeting.

If you have questions about the San Francisco Planning Code, Residential Design Guidelines, or general development process in the City, please call the Public Information Center at 415-558-6378, or contact the Planning Department via email at pic@sfgov.org. You may also find information about the San Francisco Planning Department and on-going planning efforts at www.sfplanning.org.

AFFIDAVIT OF CONDUCTING A PRE-APPLICATION MEETING

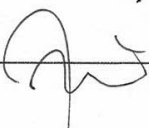
I, _____, do hereby declare as follows:

1. I have conducted a Pre-Application Meeting for the proposed new construction, alteration or other activity prior to submitting a Project Application with the Planning Department in accordance with Planning Commission Pre-Application Policy.
2. The meeting was conducted at _____ (location/address) on _____ (date) from _____ (time).
3. I have included the mailing list, meeting invitation and postmarked letter, sign-in sheet, issue/response summary, and reduced plans with the entitlement Application. I understand that I am responsible for the accuracy of this information and that erroneous information may lead to suspension or revocation of the permit.
4. I have prepared these materials in good faith and to the best of my ability.

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

EXECUTED ON THIS DAY, _____, 20____ IN SAN FRANCISCO.

Signature



Name (type or print)

Relationship to Project (e.g. Owner, Agent)
(if Agent, give business name & profession)

Project Address

PRE-APPLICATION MEETING SIGN-IN SHEET

Meeting Date: _____
Meeting Time: _____
Meeting Address: _____
Project Address: _____
Property Owner Name: _____
Project Sponsor/Representative: _____

Please print your name below, state your address and/or affiliation with a neighborhood group, and provide your phone number. Providing your name below does not represent support or opposition to the project; it is for documentation purposes only.

	NAME/ORGANIZATION	ADDRESS	PHONE #	EMAIL	SEND PLANS
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____
7.	_____	_____	_____	_____	_____
8.	_____	_____	_____	_____	_____
9.	_____	_____	_____	_____	_____
10.	_____	_____	_____	_____	_____
11.	_____	_____	_____	_____	_____
12.	_____	_____	_____	_____	_____
13.	_____	_____	_____	_____	_____
14.	_____	_____	_____	_____	_____
15.	_____	_____	_____	_____	_____
16.	_____	_____	_____	_____	_____

SUMMARY OF DISCUSSION FROM THE PRE-APPLICATION MEETING

Meeting Date: _____

Meeting Time: _____

Meeting Address: _____

Project Address: _____

Property Owner Name: _____

Project Sponsor/Representative: _____

Please summarize the questions/comments and your response from the Pre-Application meeting in the space below. Please state if/how the project has been modified in response to any concerns.

Question/Concern #1 by (name of concerned neighbor/neighborhood group): _____

Project Sponsor Response: _____

Question/Concern #2: _____

Project Sponsor Response: _____

Question/Concern #3: _____

Project Sponsor Response: _____

Question/Concern #4: _____

Project Sponsor Response: _____

SUMMARY OF DISCUSSION FROM THE PRE-APPLICATION MEETING

Meeting Date: _____

Meeting Time: _____

Meeting Address: _____

Project Address: _____

Property Owner Name: _____

Project Sponsor/Representative: _____

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Project Sponsor Response: _____

Question/Concern #3: _____

Project Sponsor Response: _____

Question/Concern #4: _____

Project Sponsor Response: _____

SUMMARY OF DISCUSSION FROM THE PRE-APPLICATION MEETING

Meeting Date: _____

Meeting Time: _____

Meeting Address: _____

Project Address: _____

Property Owner Name: _____

Project Sponsor/Representative: _____

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Project Sponsor Response: _____

Question/Concern #3: _____

Project Sponsor Response: _____

Question/Concern #4: _____

Project Sponsor Response: _____

SUMMARY OF DISCUSSION FROM THE PRE-APPLICATION MEETING

Meeting Date: _____

Meeting Time: _____

Meeting Address: _____

Project Address: _____

Property Owner Name: _____

Project Sponsor/Representative: _____

Please summarize the questions/comments and your response from the Pre-Application meeting in the space below. Please state if/how the project has been modified in response to any concerns.

Question/Concern #1 by (name of concerned neighbor/neighborhood group): _____

Project Sponsor Response: _____

Question/Concern #2: _____

Project Sponsor Response: _____

Question/Concern #3: _____

Project Sponsor Response: _____

Question/Concern #4: _____

Project Sponsor Response: _____



RESPONSE TO DISCRETIONARY REVIEW

Project Information

Property Address: 4820 Anza Street

Zip Code: 94121

Building Permit Application(s): 2021.0830.7438

Record Number: 2021-009470DRP

Discretionary Review Coordinator: Dave Winslow

Project Sponsor

Name: Louis Caputo

Phone: 415-244-4459

Email: kalelsfca@gmail.com

Required Questions

1. Given the concerns of the DR requester and other concerned parties, why do you feel your proposed project should be approved? (If you are not aware of the issues of concern to the DR requester, please meet the DR requester in addition to reviewing the attached DR application.)

please see attached

2. What alternatives or changes to the proposed project are you willing to make in order to address the concerns of the DR requester and other concerned parties? If you have already changed the project to meet neighborhood concerns, please explain those changes and indicate whether they were made before or after filing your application with the City.

please see attached

3. If you are not willing to change the proposed project or pursue other alternatives, please state why you feel that your project would not have any adverse effect on the surrounding properties. Include an explanation of your needs for space or other personal requirements that prevent you from making the changes requested by the DR requester.

please see attached

Project Features

Please provide the following information about the project for both the existing and proposed features. **Please attach an additional sheet with project features that are not included in this table.**

	EXISTING	PROPOSED
Dwelling Units (only one kitchen per unit - additional kitchens count as additional units)	1	No Change
Occupied Stories (all levels with habitable rooms)	1	3
Basement Levels (may include garage or windowless storage rooms)	1 Ground Level Garage	No Change
Parking Spaces (Off-Street)	1	No Change
Bedrooms	2	4
Height	20 feet	37 feet 5 inches
Building Depth	69 feet 6 inches	No Change
Rental Value (monthly)	N/A	N/A
Property Value	\$935k per SFTax	Unknown

I attest that the above information is true to the best of my knowledge.

Signature: 	Date: 2/5/2024
Printed Name: Louis Caputo	<input checked="" type="checkbox"/> Property Owner <input type="checkbox"/> Authorized Agent

If you have any additional information that is not covered by this application, please feel free to attach additional sheets to this form.

Required questions for Response to Discretionary Review:

1. Given the concerns of the DR requester and other concerned parties, why do you feel your proposed project should be approved?

My name is Louis Caputo. I have lived at 4820 Anza Street since 1992, the same year I began work at “The Café” at Market and Castro - is my honor to now manage that valued social and cultural touchstone for the LGBTQ+ community. At first I was at Anza as a tenant for many years, and then fulfilling my dream, my landlord helped me buy this house from him.

I am now married and we have family obligations to aging in-laws in the coming years. Fortunately my husband’s parents are able to help us finance this desperately needed expansion of our home.

First thing we did, we hired a Richmond District architect. One who works mainly on these kinds of homes in the western part of San Francisco. I run a very popular nightclub and my husband works supporting local retail businesses - neither of us had any experience with building so we felt going to a local specialist we could be certain we were doing it right.

Expansions like ours are common throughout our neighborhood; we brought photographs of ones in our neighborhood (there are several on the surrounding blocks, we mapped them for your reference. Please see attachment #A). and a list of our space needs and future plans to our first architect meeting. We were assured that our goals could be achieved within what’s allowed by code and what our slim budget would tolerate.

The right to expand and improve aging homes to better meet our needs is an important part of neighborhood stability; this enables San Franciscans to remain in their own beloved neighborhoods as their life circumstances develop.

2. What alternatives or changes to the proposed project are you willing to make in order to address the concerns of the DR requester and other concerned parties? If you have already changed the project to meet neighborhood concerns, please explain those changes and indicate whether they were made before or after filing your application with the City.

When we submitted our permit application in August 2021 our plans were code compliant. Working with Planning Staff we learned a great deal about Residential Design Guidelines and other discretionary tools that guide SF development. Our Planner, Kalyani Agnihotri communicated with us and our architect and directed the very numerous alterations and reductions in scope required by the Planning Department to qualify us to send out the 311 notice.

Among the many changes we made is the reduction of our kitchen by more than 200 ft.². This was going to go over the roof of the existing one-story portion of our house. Working with Kalyani, this flat roof is now repurposed as a deck instead of enclosed habitable space. We also made significant reductions and modifications to the design of our top floor. (attachment #B Diagram shows all the exterior changes we made).

The last sentence of this question is about when we made the design changes - before or after filing the permit application. We don't really understand what this means, we have been acting on the advice of our architect and the City Planner. We have acted in good faith and in honesty to follow the rules of the permit process. If we were supposed to do something different, we don't know how we would've found that out. We are afraid that we are going to lose something we have worked very hard, and put our life savings on the line for - and this question makes us feel that the process may be rigged against us for not knowing how the "game is played".

But we have confidence in you our Planning Commissioners. We respect your public service and we trust that you will not hold our lack of sophistication against us.

The Discretionary Review request from Mr. Katz, the absentee owner of the house around the corner makes impossible and unreasonable demands. This former neighbor demands that we give up our small top story addition and our back deck for the privacy of his tenant. This is just wrong.

When the top story of Mr. Katz's rental property at 587 39th Ave. was built at a similar height as ours will be, no one asked that owner to give up the most desirable elements of his code compliant project to benefit somebody else's property.

We live in a city and we just don't look in each other's windows or gardens. There is no real privacy concern in our neighborhood because we all have manners.

3. If you are not willing to change the proposed project or pursue other alternatives, please state why you feel that your project would not have any adverse effect on the surrounding properties. Include an explanation of your needs for space or other personal requirements that prevent you from making the changes requested by the DR requester.

My husband's parents will need a place to live with family soon, as they reach their mid-80s. They are helping us to finance this project so they will have a home with us.

My husband, Jeffrey works days at home, while I work late nights running a nightclub in the Castro. It is important that he be able to work without disturbing my need to sleep during standard business hours.

That's the purpose of the new top floor. It's going to be a quiet office / study set apart from the rest of the house. We need this to be able to function as a family going forward.

Our house will not be extravagant but it will meet our needs; just as Mr. Katz's house met his needs until he chose to move out of San Francisco. We weren't happy when he increased the size of his home, recladded the exterior and built stairs in his backyard, but hey, it's part of living in a city - it's what Mr. Katz's family needed at the time, so as long as he was getting his permits and stuff we were fine with it.

At our Pre-application Neighbors Meeting Mr. Katz wasn't concerned about “shadows” or “privacy”.

He hired a Planning Consultant to tell them that stuff, what Mr. Katz said at the time was:
"OUR HOME SHOULDN'T HAVE TO DEPRECIATE IN VALUE JUST BECAUSE THE OWNER WANTS TO IMPROVE HIS."

Mr. Katz went on to say "***I have already consulted with two legal firms***" to fight against our project . . .

And here we are 2 ½ years later, spending the money we need for our new LEED compliant household to push back against a neighbor concerned that we might hurt the resale value of his rental property.

Attached:

#A Map of some larger three and four story homes peacefully coexisting with the one and two story homes that were built 100 years ago.

#B Diagram showing the major reductions in our project since it was first shown to our neighbors in August 2021

COLOR KEY FOR BUILDING HEIGHTS AND HOME LOCATION:

4820 ANZA ST. - HOME

3 STORIES

4 STORIES



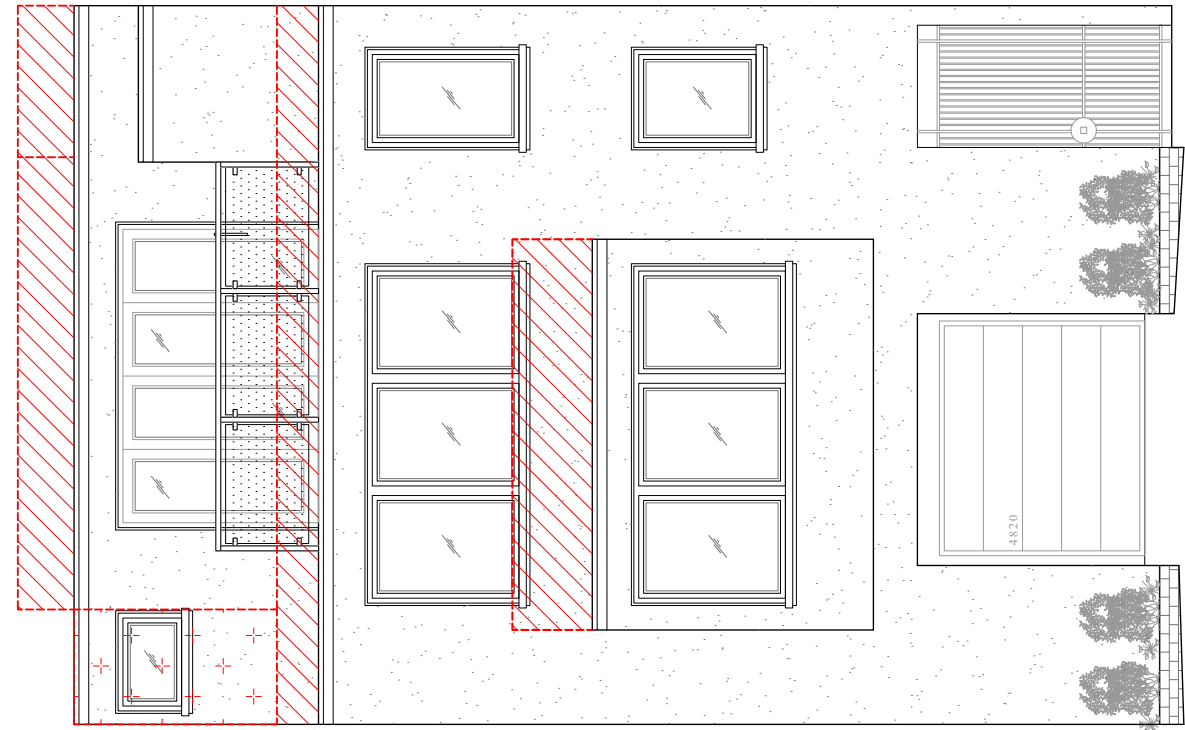
HATCH LEGEND



MASSING REMOVED FROM CODE COMPLIANT ORIGINAL SUBMITTAL AS PRESENTED TO NEIGHBORS AT PRE-APP MEETING



AREAS ADDED TO COMPENSATE FOR THE REDUCTION, WHICH ARE NOT STREET-VISIBLE.




1

PROPOSED FRONT ELEVATION

NTS

4820 ANZA STREET



INNCON DESIGN
ARCHITECTURE
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE
CONSULTING ENGINEERING & DESIGN, CO.
INNCON DESIGN ELECTRIC

PROJECT ADDRESS: 4820 ANZA STREET
SAN FRANCISCO, CA 94121

APPLICANT: LOUIS CAPUTO

SHEET TITLE:
POST-SUBMITTAL
DESIGN
MODIFICATIONS
ELEVATION

JOB ADDRESS:
4820 ANZA STREET
SAN FRANCISCO, CA 94121

BLOCK/LOT: 1555/016

NO. REVISIONS / SUBMISSIONS	
1	A
2	A
3	A
4	A
5	A
6	A
7	A
8	A
9	A
10	A

REVISION	PROJECT NO.
1	202504
2	202504
3	202504
4	202504
5	202504
6	202504
7	202504
8	202504
9	202504
10	202504

FILE	DATE	BY	FOR
1	2/2/2024	PETER CHEN	CLIENT
2	2/2/2024	PETER CHEN	CLIENT
3	2/2/2024	PETER CHEN	CLIENT
4	2/2/2024	PETER CHEN	CLIENT
5	2/2/2024	PETER CHEN	CLIENT
6	2/2/2024	PETER CHEN	CLIENT
7	2/2/2024	PETER CHEN	CLIENT
8	2/2/2024	PETER CHEN	CLIENT
9	2/2/2024	PETER CHEN	CLIENT
10	2/2/2024	PETER CHEN	CLIENT

USER	DATE	REVISION
1	2/2/2024	1
2	2/2/2024	2
3	2/2/2024	3
4	2/2/2024	4
5	2/2/2024	5
6	2/2/2024	6
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10	2/2/2024	10

REF1

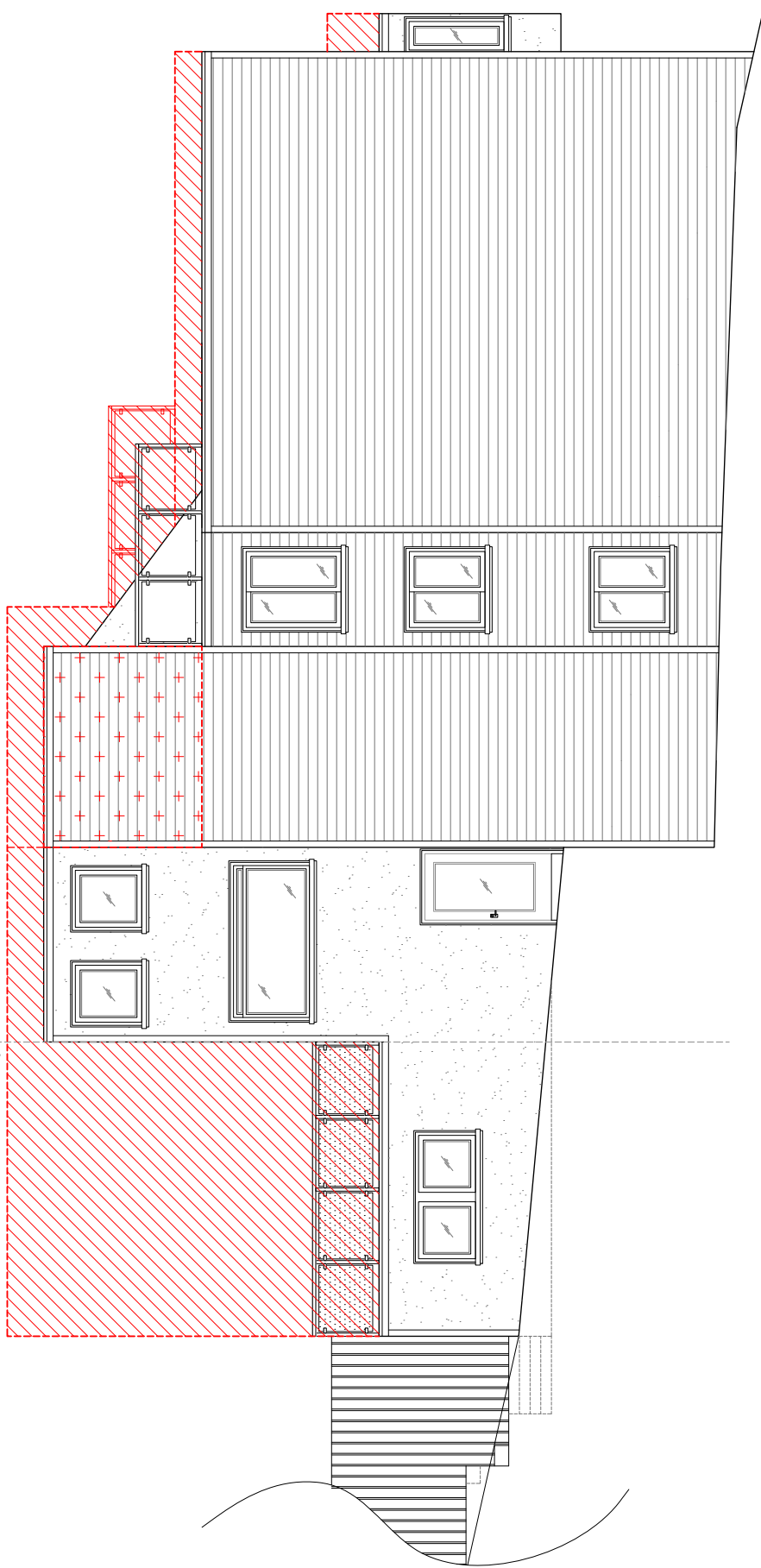
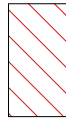
OF SHEETS

FOR REFERENCE ONLY. NOT FOR CONSTRUCTION USE.

HATCH LEGEND

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COMPLIANT ORIGINAL SUBMITTAL AS
PRESENTED TO NEIGHBORS AT
PRE-APP MEETING

AREAS ADDED TO COMPENSATE FOR THE REDUCTION, WHICH ARE NOT STREET-VISIBLE.



45% REAR YARD LINE

PROPOSED SIDE ELEVATION (EAST)

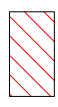
NTS

4820 ANZA STREET

FOR REFERENCE ONLY. NOT FOR CONSTRUCTION USE.

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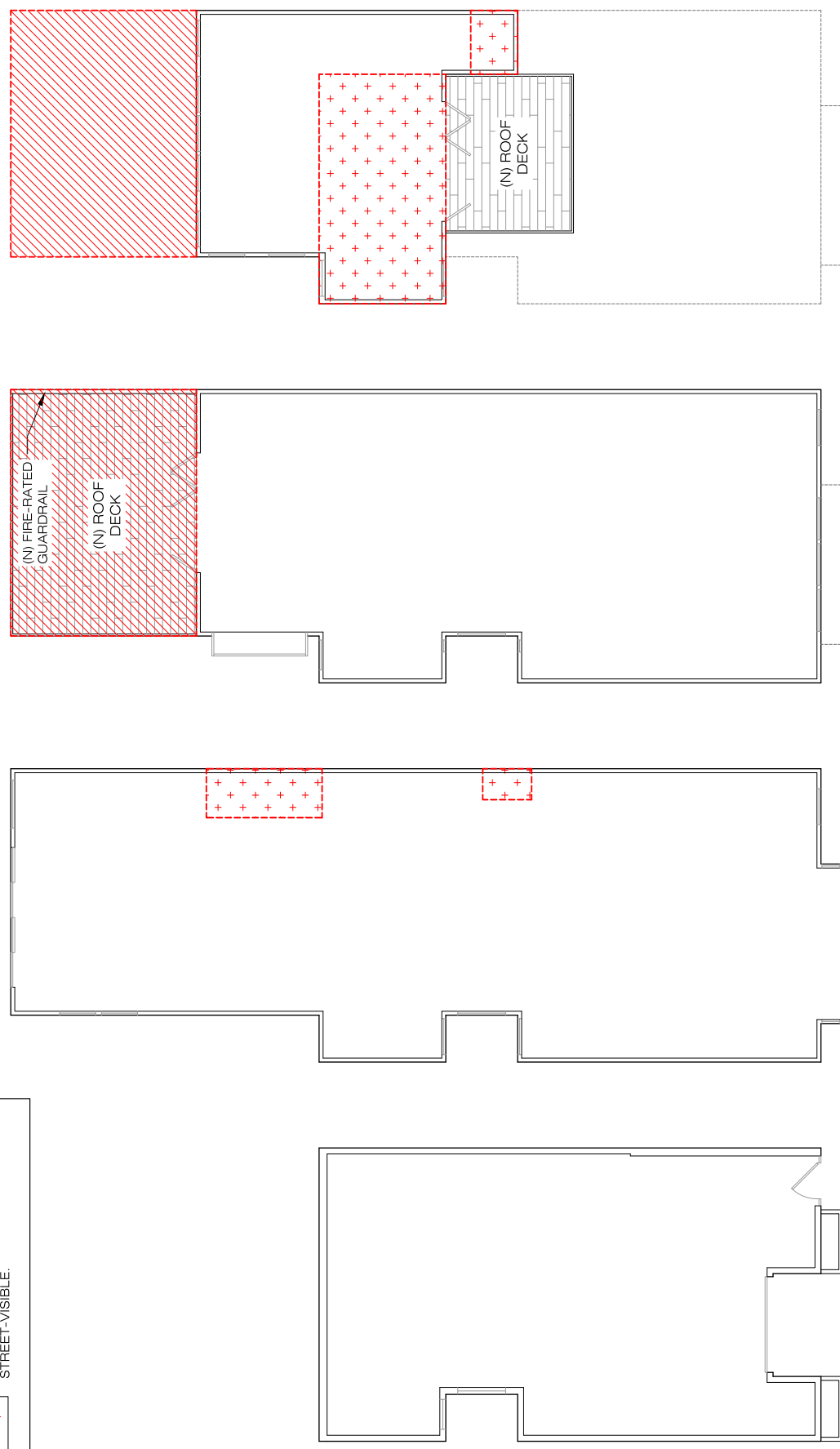
HATCH LEGEND



MASSING REMOVED FROM CODE
COMPLIANT ORIGINAL SUBMITTAL AS
PRESENTED TO NEIGHBORS AT
PRE-APP MEETING



AREAS ADDED TO COMPENSATE FOR THE REDUCTION, WHICH ARE NOT STREET-VISIBLE.



1 PROPOSED 1ST FLOOR PLAN OUTLINE
NTS
4820 ANZA STREET

2 PROPOSED 2ND FLOOR PLAN OUTLINE
NTS
4820 ANZA STREET

3 PROPOSED 3RD FLOOR PLAN OUTLINE
NTS
4820 ANZA STREET

4 PROPOSED 4TH FLOOR PLAN OUTLINE
NTS
4820 ANZA STREET

FOR REFERENCE ONLY. NOT FOR CONSTRUCTION USE.

[illegible]

- A 1/2" PIPE TO BE USED ON A MAX. 24" H. FRONT OF THE TOILET. NEW TOILET MUST BE 18" FROM THE WALL.
- CONTROL VALVES AND SHOWER STALL HEADS SHALL BE LOCATED ON SIDEWALL OF SHOWER COMPARTMENTS.
- NO PLASTIC PLUMBING PIPE ALLOWED FOR DOMESTIC WATER SUPPLY, AND SANITARY.
- SANITARY SUSTENTATION FOR ALL UNITS SHALL BE ON ONE MAXIMUM 1' SCOME SLOPE. HAVING BATH PANEL SHALL BE SWITCHED SEPARATELY FROM ANY LIGHTING SYSTEM.
- ALL SHOWER STALLS SHALL BE LOCATED ON ONE FLOOR. THE PROPERTY LINE OF THE SHOWER SHALL HAVE AN OPENING INTO THE BUILDING.
- LIGHTING IN BATHROOMS MUST HAVE MINIMUM OF ONE HIGH EFFICIENCY LIGHT FIXTURE AND MUST BE CONTROLLED BY A OCCUPANCY SENSOR SWITCH.
- PRESSURE REGULATED THERMOSTATIC MIXING VALVE REQUIRED FOR SHOWER AND SHOWER IN COMMERCIAL THERMOSTATIC MIXING WATER TYPE OF 105F.
- MAXIMUM DWP OF 7.75 AT DOOR THRESHOLD.
- ALL SHOWER STALLS MUST BE 10' TO 12' WIDE. ALL SHOWER STALLS MUST BE REPLACED WITH NEWER MODEL.

3 PROPOSED 3RD FLOOR PLAN
1/4" = 1'-0"



APPLICANT:
LOUIS CAPUTO
4820 ANZA STREET
SAN FRANCISCO, CA 94121

4820 ANZA STREET
SAN FRANCISCO, CA 94121

SHEET TITLE:
ELEVATION

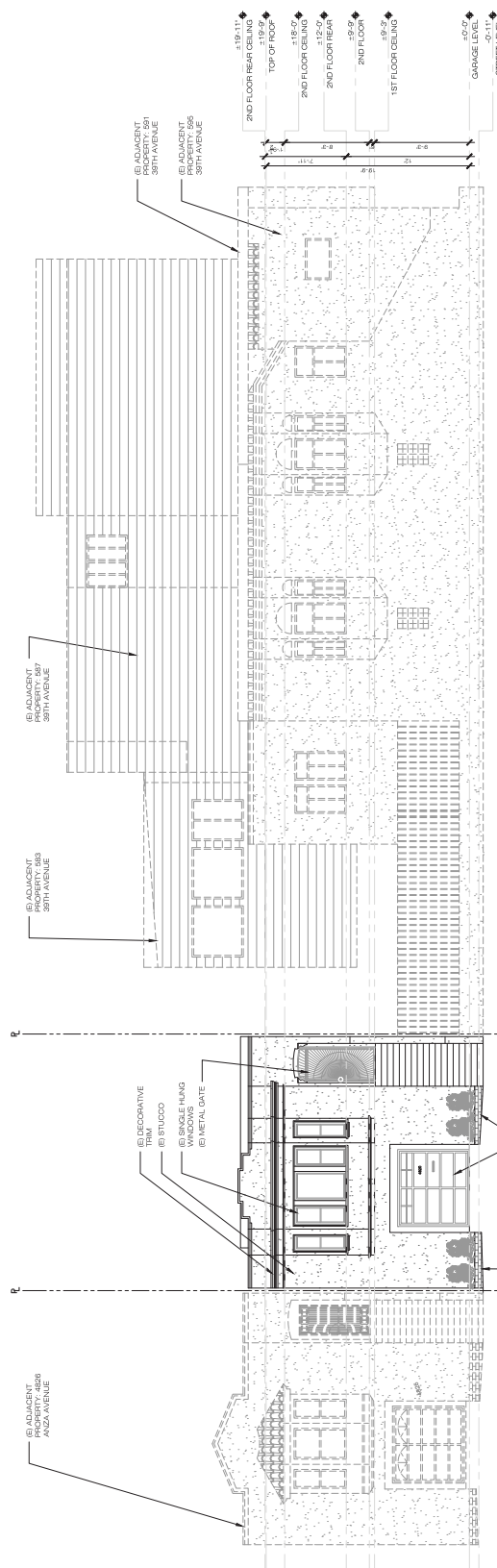
JOB ADDRESS:
4820 ANZA STREET
SAN FRANCISCO, CA 94121

BLOCK/LOT: 1505/016

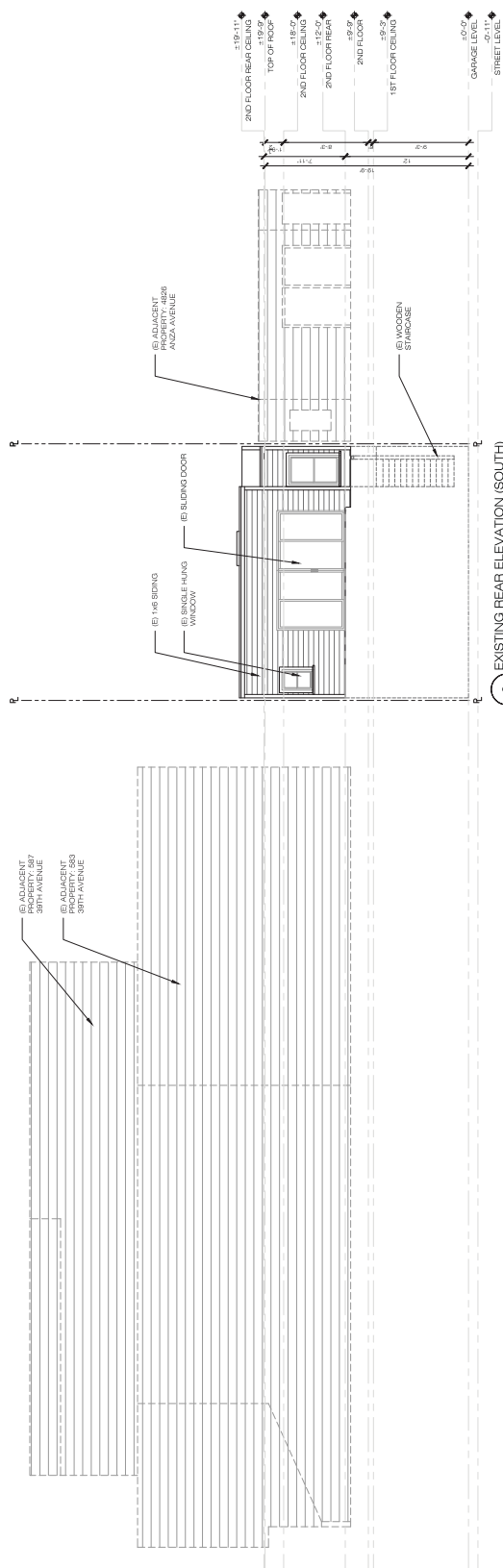
311 NOTICE
VERSION

NO.	REVISIONS/SUBMISSIONS
1	01/19/2022
2	07/19/2022
3	12/06/2022

A4.0



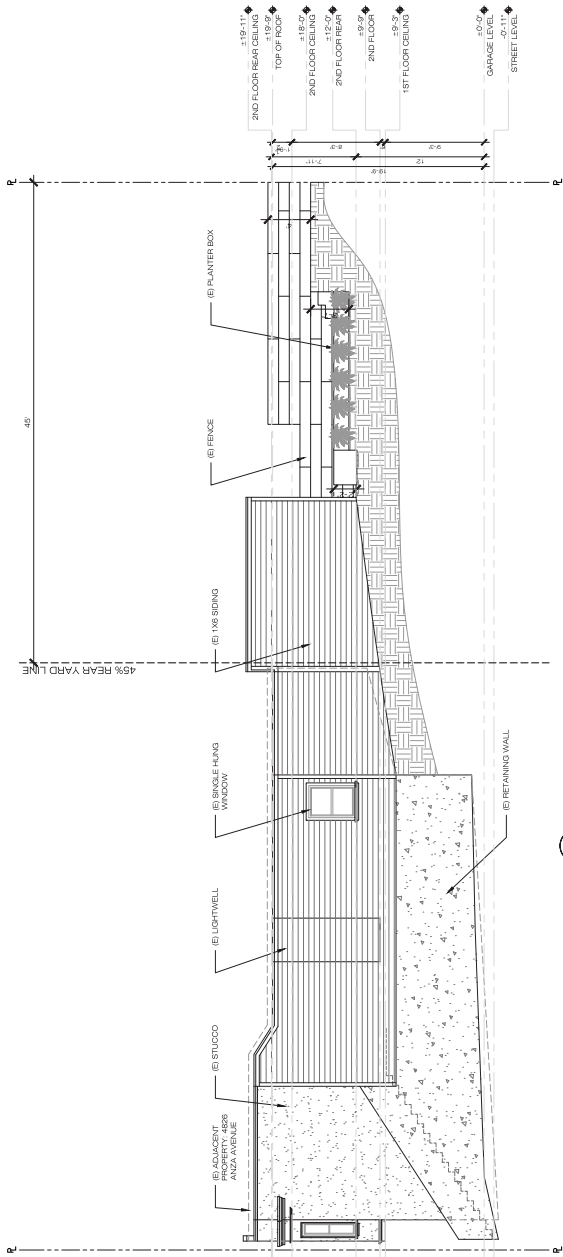
1 EXISTING FRONT ELEVATION (NORTH) 3'15" = 1'-0" 4820



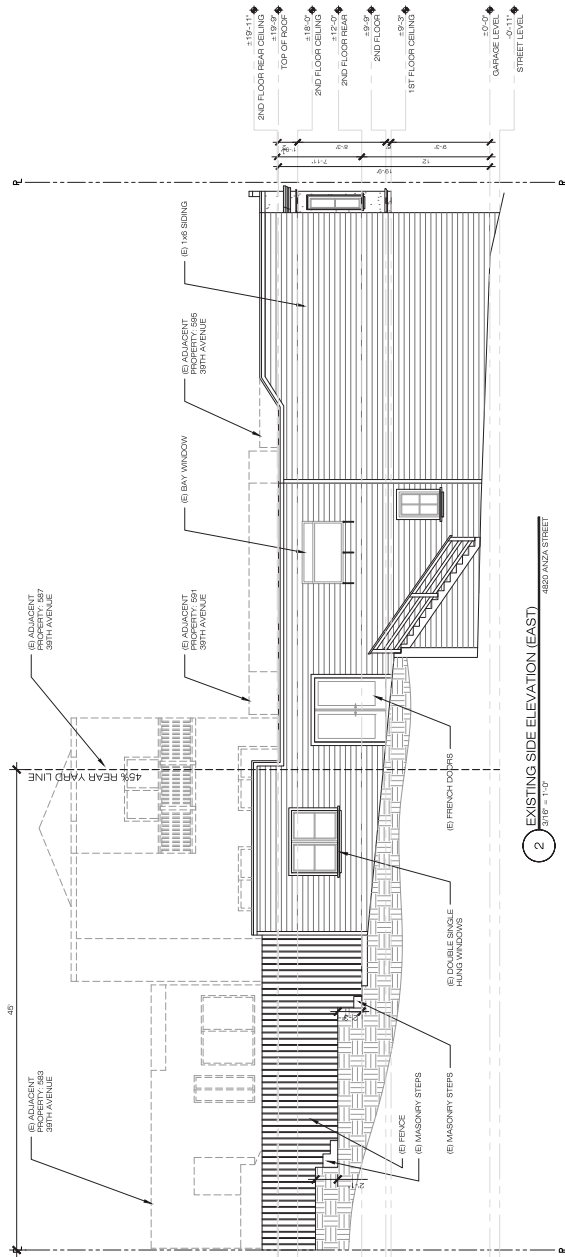
2 EXISTING REAR ELEVATION (SOUTH) 482'

NO.	REVISION SUBMISSIONS
1	07/19/2022
2	07/19/2022
3	12/09/2022

DESIGNER	PROJECT NO.
INCON DESIGN	210504
DATE	DATE
07/19/2022	09/24/2022
FILE	FILE
07/19/2022	09/24/2022
CONCLUDE	CONCLUDE



1 EXISTING SIDE ELEVATION (WEST)
3/16" = 1'-0"



2 EXISTING SIDE ELEVATION (EAST)
3/16" = 1'-0"



INCON
CONSULTANTS
ARCHITECTURE
INTERIOR DESIGN
LANDSCAPE ARCHITECTURE
ENGINEERING

APPLICANT:
LOUIS CAPUTO

4820 ANZA STREET
SAN FRANCISCO, CA 94121

PROJECT NO.
210504

DATE
07/19/2022

FILE
12/05/2022

CONCLUDE

SHEET

311 NOTICE
VERSION

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SAN FRANCISCO, CA 94121

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DATE
07/19/2022

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12/05/2022

CONCLUDE

SHEET

311 NOTICE
VERSION

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4820 ANZA STREET
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12/05/2022

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07/19/2022

FILE
12/05/2022

CONCLUDE

SHEET

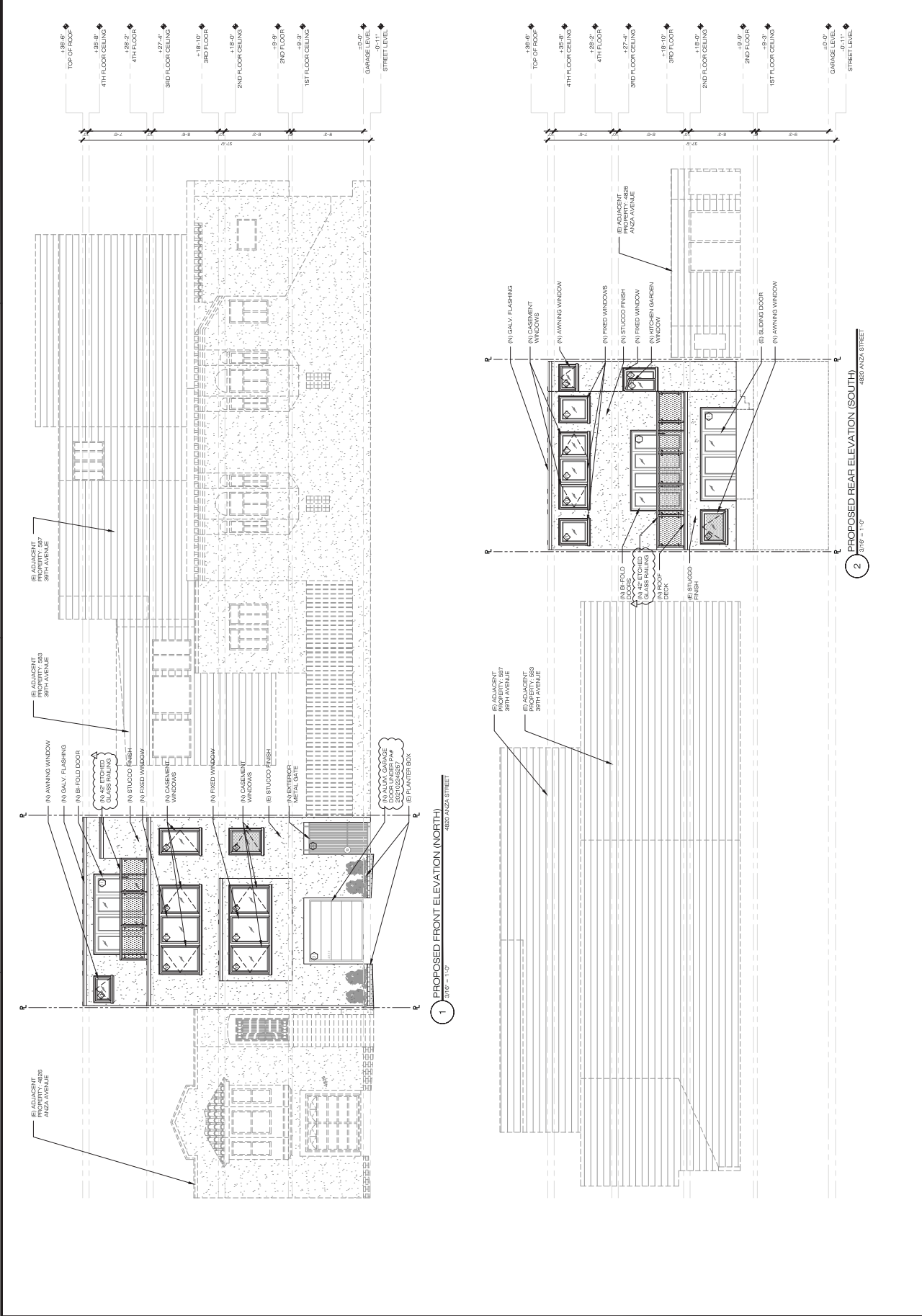
311 NOTICE
VERSION

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BLOCK/LOT: 1505/016

DATE
07/19/2022

FILE
12/05/2022





ELEVATION

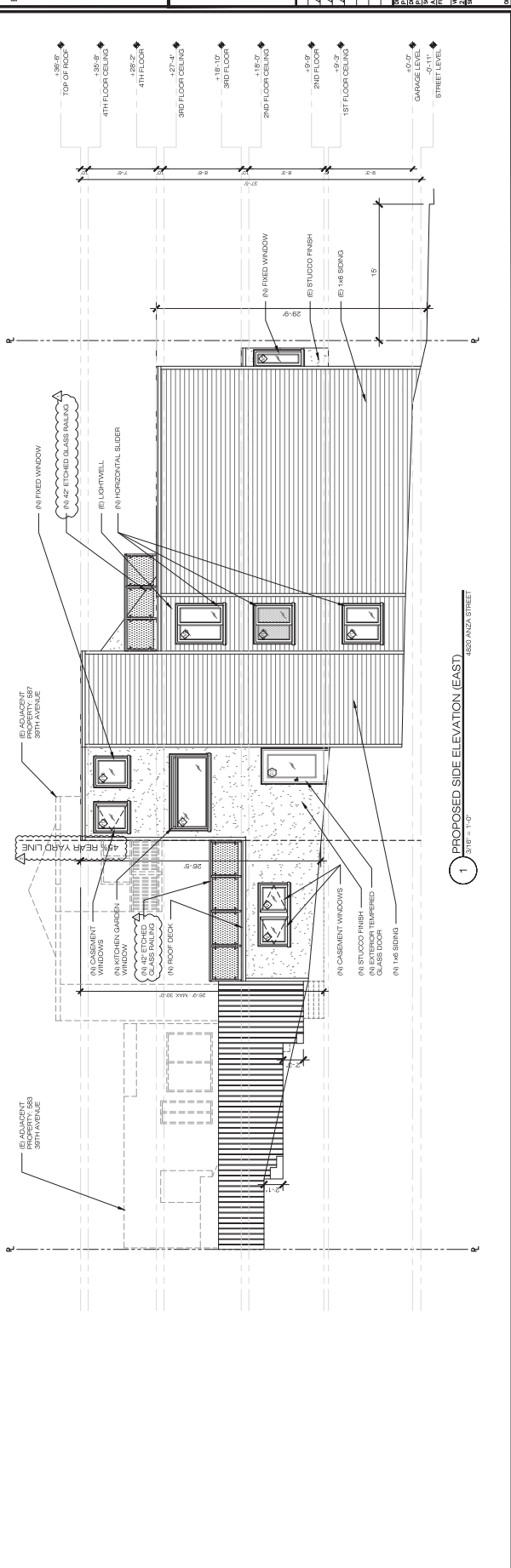
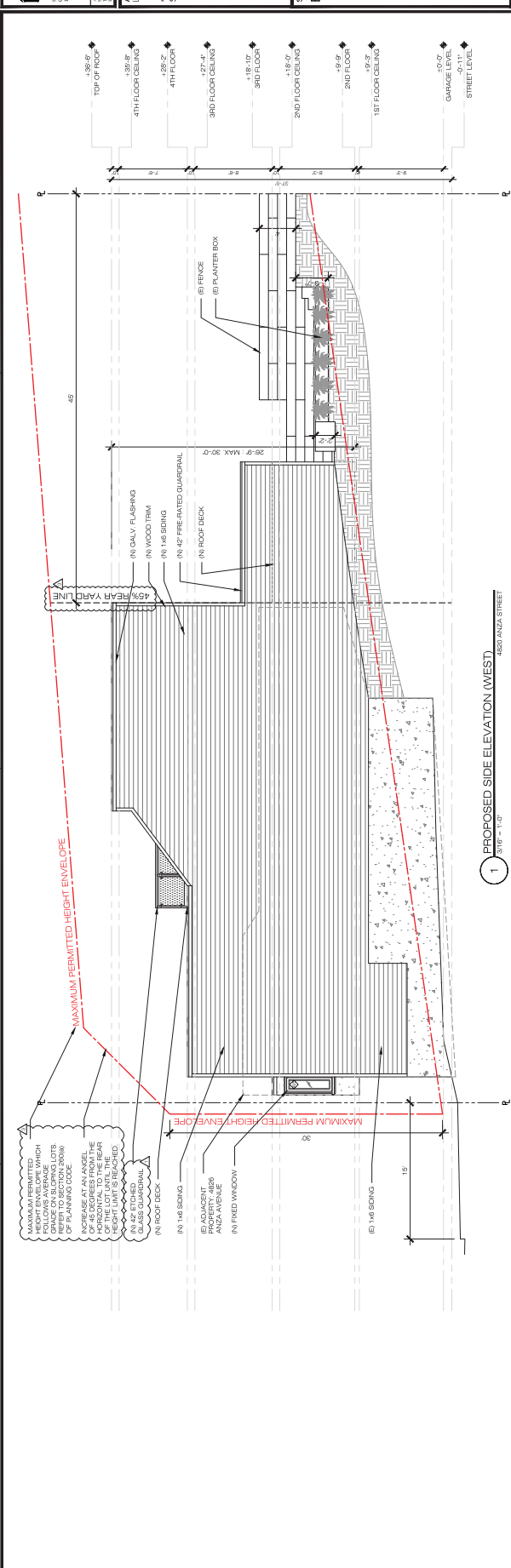
JOB ADDRESS:
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SAN FRANCISCO, CA 94121

BLOCK/LOT: 1505/016

311 NOTICE
VERSION

NO.	REVISIONS/SUBMISSIONS
1	01/19/2022
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3	12/06/2022

A4.3



VICINITY
MAP

N.T.S.

RESIDENTIAL

VERTICAL ADDITION

4820 ANZA STREET

SAN FRANCISCO, CALIFORNIA

BLOCK/LOT: 1505/016

INNCON DESIGN
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CONSTRUCTION IMPLEMENT & DESIGN CO.
INNCON DESIGN ELECTRIC.

Address: 3626 GEARY BLVD, SUITE 201, 204
SAN FRANCISCO, CA 94118
Tel: 415.702.6889
Email: INNCONDESIGN@GMAIL.COM

APPLICANT:
LOUIS CAPUTO

4820 ANZA STREET
SAN FRANCISCO, CA 94121

SHEET TITLE:
**GENERAL NOTE,
SITE PLAN, COVER
SHEET, LEGEND,
VICINITY MAP**

JOB ADDRESS:
4820 ANZA STREET
SAN FRANCISCO, CA 94121

BLOCK/LOT: 1505/016

NO.	REVISIONS/SUBMISSIONS
1	01/19/2022
2	07/19/2022
3	12/06/2022

DESIGNED: PETER CHOW	PROJECT NO. 210504
DRAWN: PETER CHOW	DATE: 05/04/2020
SCALE: AS SHOWN	CHECKED: C.C.
FILE:	REVIEWED: C.C.
VIEWS: 2-D	CONSULTANT:
SHEET	

A1.0

OF SHEETS



4820 ANZA STREET
SAN FRANCISCO, CA 94121

SHEET TITLE:
SITE PLAN

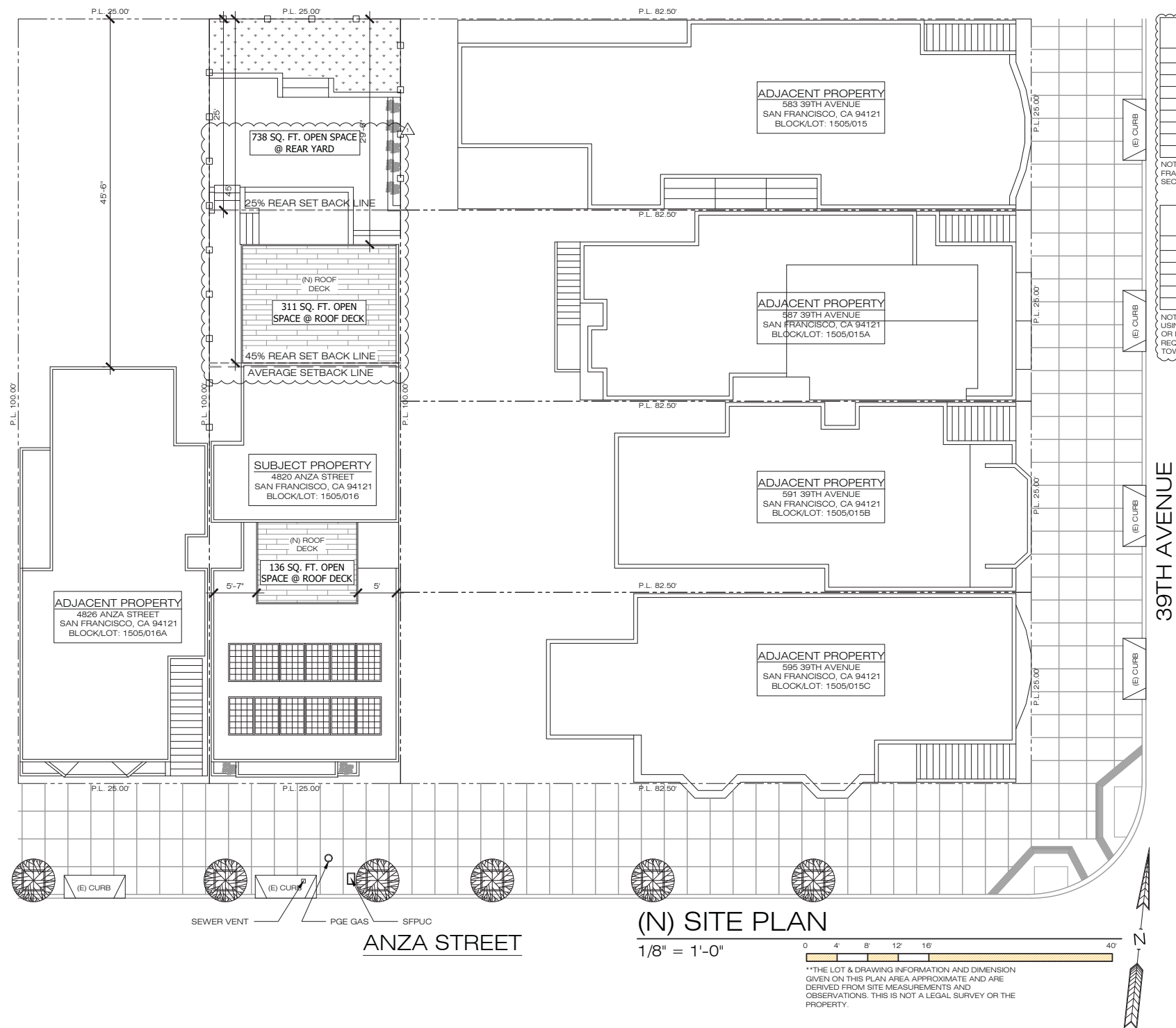
JOB ADDRESS:
4820 ANZA STREET
SAN FRANCISCO, CA 94121

BLOCK/LOT: 1505/016

NO.	REVISIONS/SUBMISSIONS
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DESIGNED:	PROJECT NO.
PETER CHOW	210504
DRAWN:	DATE:
PETER CHOW	05/04/2020
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AS SHOWN	C.C.
FILE:	REVIEWED:
	C.C.
VIEW:	CONSULTANT:
2-D	
SHEET	

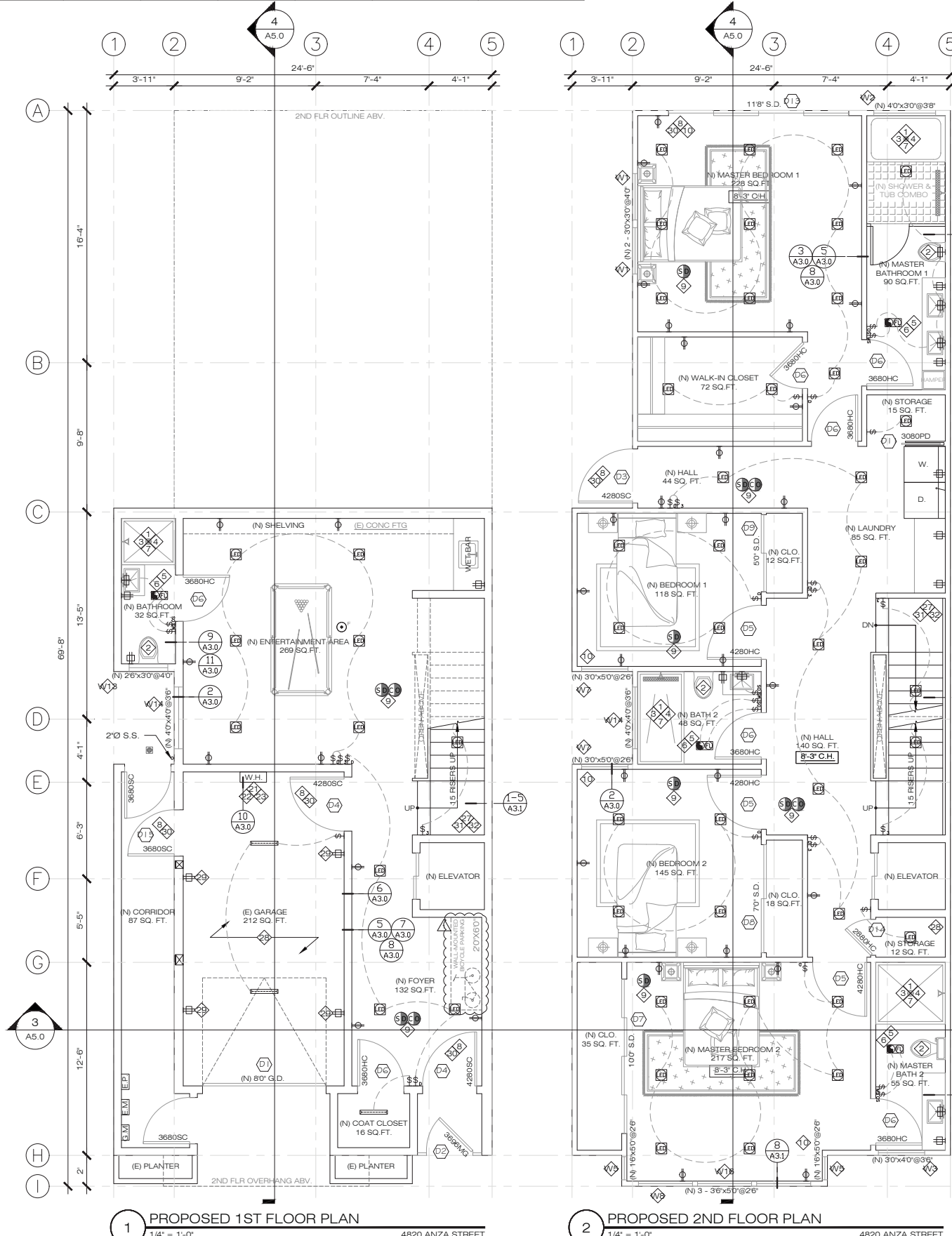
A1.1



FENESTRATION PERFORMANCE REQUIREMENT									
		WINDOW	SKYLIGHT	MASS WALL	FLOOR	BASEMENT WALL	SLAB	CRAWL SPACE WALL	CEILING INSULATION
RESIDENTIAL	MAX U-FACTOR	0.30	0.55						
	MAX SHGC	0.23	0.25						
	R-VALUE	-	-	$\frac{1}{8}$	19	$\frac{1}{8}$	0	$\frac{1}{8}$	R30

R-VALUE TABLE	
STUD SIZE	REQUIRED R-VALUE
2x4	R-15
2x6	R-19
2x8	R-22
2x10	R-30
CEILING JOIST SIZE	REQUIRED R-VALUE
2x6	R-13
2x8	R-19
2x10	R-25
2x12	R-30

WALL LEGEND	
	EXISTING WALL TO REMAIN
	EXISTING NON-BEARING WALL TO BE REMOVED
	NEW PARTITION WALL
	WALL TO BE LEGALIZE
	NEW WALL BEARING WALL
	NEW CONCRETE WALL
	1 HR. RATED WALL
	2 HR. RATED WALL
	WALL WITH R13 INSULATION
KEY NOTES	
OTHER LEGEND	
	ARC-FAULT INTERRUPTER DUPLEX OUTLET
	GROUND FAULT INTERRUPTED DUPLEX OUTLET
	GROUND FAULT INTERRUPTED DUPLEX OUTLET - WEATHER PROOF (TAMPER RESISTANT) w/ ALL WEATHER-USE COVER
	EXHAUST FAN - 50 CFM MIN - VENTED TO OUTSIDE
	EXHAUST FAN - 50 CFM MIN - VENTED TO OUTSIDE VAPOR PROOF LENSE & GFI AT SHOWERS
	EXHAUST FAN LIGHT COMBO - VENT TO OUTSIDE AIR
	WALL MOUNTED FLUORESCENT LIGHT FIXTURE
	SURFACE MOUNTED FLUORESCENT CEILING LIGHT FIXTURE
	SURFACE MOUNTED INCANDESCENT CEILING LIGHT FIXTURE
	SUSPENDED INCANDESCENT LIGHT FIXTURE
	RECESSED INCANDESCENT LIGHT FIXTURE
	RECESSED FLUORESCENT LIGHT FIXTURE
	HIGH EFFICACY RECESSED LED LIGHT FIXTURE
	UNDER CABINET FLUORESCENT LIGHT FIXTURE
	1x4 SURFACE MOUNTED FLUORESCENT LIGHT
	PHOTO-MOTION CONTROLLED LIGHT FIXTURE
	SINGLE SWITCH
	3-WAY SWITCH
	DIMMER SWITCH WITH DIMMER CONTROL
	OCCUPANCY SENSOR SWITCH (MANUAL "ON" - AUTO "OFF")
	MOTION SENSOR SWITCH
	MOISTURESTAT SWITCH
	GAS SUPPLY VALVE
	BATTERY OPERATED SMOKE DETECTOR
	SMOKE DETECTOR, AC
	BATTERY OPERATED CARBON MONOXIDE ALARM
	CARBON MONOXIDE ALARM, AC
	HEAT REGISTER
	EXISTING DUCT
	PROPOSED NEW DUCT
	POINT-OF-CONNECTION
	UP TO NEXT LEVEL
	DOWN TO NEXT LEVEL
	WATER HEATER
	SKYLIGHT
	FLOOR RECEPTACLE DUPLEX



- WORK & KEY NOTES**
- THE SHOWER AND TUB/SHOWER WALLS TO BE SMOOTH, HARD, NON-ABSORBENT SURFACE (E.G., CERAMIC TILE) OVER A MOISTURE RESISTANT UNDERLAYMENT (E.G., CEMENT BOARD, FIBER CEMENT OR GLASS MAT OVER A MOISTURE BARRIER AND WITH CORROSION-RESISTANT FASTENERS. NO GYPSUM PRODUCTS. EXCEPTION: INSTALLATION OF MOLDED ONE PIECE ENCLOSURES MAY BE INSTALLED OVER MOISTURE RESISTANT GYPSUM BOARD
 - A 30" SIDE TO SIDE CLR. AND A MIN. 24" IN FRONT OF THE TOILET. NEW TOILET MUST BE WATER CONSERVING 1.28 GAL.
 - CONTROL VALVES AND SHOWER STALL HEADS SHALL BE LOCATED ON SIDEWALL OF SHOWER COMPARTMENTS.
 - NO PLASTIC PLUMBING PIPE ALLOWED FOR DOMESTIC WATER SUPPLY AND SANITARY WASTE SYSTEM.
 - BATHROOM VENTILATION FAN WITH MINIMUM 50 CFM AND MAXIMUM 1 SPOON SOUND RATING. BATH FANS SHALL BE SWITCHED SEPARATELY FROM ANY LIGHTING SYSTEM. THE VENT SHALL BE 3 FEET AWAY FROM THE PROPERTY LINE AND 3 FEET AWAY FROM ANY OPENING INTO THE BUILDING.
 - LIGHTING IN BATHROOMS MUST HAVE MINIMUM OF ONE HIGH EFFICACY LIGHT FIXTURE AND MUST BE CONTROLLED BY A OCCUPANCY SENSOR SWITCH.
 - PRESSURE BALANCED OR THERMOSTATIC MIXING VALVE REQUIRED FOR SHOWER AND SHOWER TUB COMBINATIONS, MAXIMUM MIXING WATER TEMP OF 120F.
 - MAXIMUM DROP OF 7.75 AT DOOR THRESHOLD
 - SMOKE ALARMS AND CARBON MONOXIDE ALARMS OLDER THAN 10 YEARS OLD MUST BE REPLACED WITH NEW ALARMS.
 - PROVIDE MINIMUM WINDOW AREA OF 8% OF THE FLOOR AREA FOR NATURAL LIGHT AND MINIMUM WINDOW OPENING AREA OF 4% OF THE FLOOR AREA FOR VENTILATION.
 - PROVIDE DUCT AND REGISTER FROM HEATING FURNACE TO MAINTAIN MINIMUM TEMPERATURE OF 68 DEGREES AT 3 FEET ABOVE THE FLOOR.
 - CLOTHES DRYER MOISTURE EXHAUST DUCT (MIN. 4"Ø) TO THE OUTSIDE AND EQUIP WITH BACK-DRAFT DAMPER EXHAUST DUCT LENGTH IS LIMITED TO 14FT. WITH 2 ELBOWS OR PROVIDE BOOSTER FAN OR DRYER LISTED FOR REQUIRE EXHAUST DUCT LENGTH.
 - ALL ELECTRICAL COUNTER RECEPTACLES IN KITCHEN AREA SHALL BE GFCI PROTECTED. (CEC 210.52(A)(6)). RECEPTACLES SHALL BE LISTED AS TAMPER RESISTANT.
 - OUTLETS ARE REQUIRED WITHIN 24" OR ANY LOCATION ALONG THE COUNTERTOP. (CEC 210.52(C)(1)).
 - (RECEPTACLE OUTLET LOCATION) RECEPTACLE OUTLETS SHALL BE LOCATED ON OR ABOVE THE COUNTERTOP, BUT NOT MORE THAN 20 INCHES FORM THE COUNTERTOP SURFACE, UNLESS THE RECEPTACLE OUTLET ASSEMBLY IS LISTED FOR THE APPLICATION SHALL BE PERMITTED TO BE INSTALLED IN THE COUNTERTOP. RECEPTACLES SHALL NOT BE INSTALLED IN A FACE-UP POSITION IN THE WORK SURFACES OR COUNTERTOPS AND SHALL NOT BE LOCATED ON THE SIDES OF CABINETS. [406.5(E)]
 - (WALL COUNTER SPACE) A RECEPTACLE OUTLET MUST BE INSTALLED FOR EVERY KITCHEN AREA COUNTER WALL SPACE 12" INCHES OR WIDER. RECEPTACLES MUST BE INSTALLED SO THAT NO POINT ALONG THE COUNTER WALL SPACE IS MORE THAN 24" INCHES (2 FEET), MEASURED HORIZONTALLY, FROM A RECEPTACLE OUTLET.
 - KITCHEN COUNTERTOP RECEPTACLES, TWO CIRCUITS REQUIRED: 125V, 20 AMPERE RECEPTACLES USED FOR COUNTER SURFACE IN A DWELLING UNIT. KITCHEN MUST BE SUPPLIED BY AT LEAST TWO 20 AMPERE CIRCUITS [210-11 (C)(1) AND 220-16(a)].
 - (SEPARATE SPACES) WHEN BREAKS OCCUR IN COUNTERTOP SPACES (RANGES, REFRIGERATORS, SINK, ETC.), EACH COUNTERTOP SURFACE IS CONSIDERED A SEPARATE COUNTER SPACE DETERMINING RECEPTACLE PLACEMENT. (210.52(C)(1) IF A RANGE, COUNTER-MOUNTED COOKING UNIT, OR SINK IS INSTALLED IN AN ISLAND OR A PENINSULAR COUNTERTOP AND THE DEPTH OF THE COUNTERTOP BEHIND THE RANGE, COUNTER-MOUNTED COOKING UNIT, OR SINK IS LESS THAN 12 INCHES, THE RANGE, COUNTER-MOUNTED COOKING UNIT, OR SINK SHALL BE CONSIDERED TO DIVIDE THE COUNTERTOP SPACE INTO TWO SEPARATE COUNTERTOP SPACES. EACH SEPARATE COUNTERTOP SPACE SHALL COMPLY WITH THE APPLICABLE REQUIREMENT IN 210.52(C).
 - (ISLAND COUNTERTOP SPACE) THIS SECTION MANDATES ONLY ONE RECEPTACLE OUTLET TO BE INSTALLED AT EACH ISLAND COUNTERTOP THAT HAS A LONG DIMENSION OF 24" INCHES OR GREATER, AND SHORT DIMENSION OF 12" INCHES OR GREATER. RECEPTACLE MAXIMUM OF 12" INCHES BELOW ISLAND OR PENINSULAR COUNTERTOPS.
 - THE KITCHEN FANS SHALL BE SWITCHED SEPARATELY FROM ANY LIGHTING SYSTEM AND BE DUCTED TO THE EXTERIOR
 - WATER HEATER SHALL BE INSTALLED AT LEAST 18" ABOVE THE GARAGE FLOOR. SEISMICAL STRAP THE WATER HEATER WITH A MINIMUM OF TWO STRAPS, ONE LOCATED ONE THIRD DOWN FROM THE TOP OF THE TANK AND THE OTHER LOCATED 4" ABOVE THE CONTROLS. CPC507.2
 - A 3/4" x 24 GAUGE STEEL SEISMIC STRAP TO WATER HEATER WITH 18" HEIGHT PLATFORM. AND SHALL BE WRAPPED W/ R-12 INSULATION, UNLESS EFFICIENCY RATED AT 58% OR BETTER
 - MINIMUM 1" INSULATION ON FIRST 5 FOOT LENGTH OF HOT AND COLD WATER PIPES FROM THE STORAGE TANK
 - MIN. 26 GA. GALV. SHEET METAL HEATING SUPPLY DUCTS AT GARAGE. BOTTOM OF HEATING DUCT OR FURRING SHALL NOT BE LOWER THAN 7'-0"
 - DUCT AND PLENUM SHALL BE SEALED WITH "MASTIC GLUE AND MASTIC PLUS MESH TAPE". DUCT SHALL BE WRAPPED WITH R-6 INSULATION.
 - COMBUSTION AIR OPENINGS FROM OUTSIDE FOR WATER HEATER & FURNACE. TERMINATE FLUES 4 FEET FROM PROPERTY LINE AND 2'-0" ABOVE ANY PORTION OF A BUILDING WITHIN 10'-0"
 - MINIMUM 5/8" TYPE-X GYPSUM BOARD UNDER THE INTERIOR STAIRWAY.
 - MINIMUM 5/8" TYPE-X GYPSUM BOARD AND R-19 INSULATION ON GARAGE CEILING & STORAGE CEILING AND MINIMUM OF 1/2" GYPSUM BOARD FOR WALLS
 - ALL ELECTRICAL RECEPTACLES IN GARAGE SHALL BE GFCI PROTECTED.
 - DOOR LISTED 45-MINUTE FIRE RESISTIVE DOOR AND FRAME ASSEMBLY WITH A 1 3/8" SELF CLOSING, SELF-LATCHING DEVICE. ONE HALF OF THE COMMON WALL BETWEEN THE FOYER AND THE GARAGE SHALL BE OPEN AND UNOBSTRUCTED (CBC 715.4 & TABLE 715.4)
 - INTERIOR STAIRWAYS SHALL HAVE A MINIMUM 80" HEADWAY MEASURED FROM THE TREAD NOSING, A MAXIMUM RISE OF 7-3/4" AND MINIMUM 10" TREAD WIDTH. THE CLEAR SPACE AT OPEN RISERS SHALL NOT ALLOW THE PASSAGE OF A 4" SPHERE AND TRIANGULAR OPENINGS SHALL NOT ALLOW THE PASSAGE OF A C.C. PROVIDE A MINIMUM 36"x36" LANDING AT TOP AND BOTTOM OF STAIRWAY.
 - GRIPPALE HANDRAILS SHALL BE PROVIDED ON AT LEAST ONE SIDE OF ALL STAIRS WITH FOUR OR MORE RISERS. HANDRAIL HEIGHT, MEASURED VERTICALLY FROM THE SLOPED PLANE ADJOINING THE TREAD NOSING, SHALL BE NOT LESS THAN 34" AND NOT MORE THEN 38".

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SUBSIDIARY OF INNOVATIVE CONSTRUCTION IMPLEMENT & DESIGN CO.
INNCON DESIGN ELECTRIC.

Address: 3625 GEARY BLVD, SUITE 203, 204
SAN FRANCISCO, CA 94118
Tel: 415.702.6889
Email: INNCONDESIGN@GMAIL.COM

APPLICANT:
LOUIS CAPUTO

4820 ANZA STREET
SAN FRANCISCO, CA 94121

SHEET TITLE:
FLOOR PLAN

JOB ADDRESS:
4820 ANZA STREET
SAN FRANCISCO, CA 94121

BLOCK/LOT: 1505/016

NO.	REVISIONS/SUBMISSIONS
1	01/19/2022
2	07/19/2022
3	12/06/2022

DESIGNED: PETER CHOW	PROJECT NO. 210504
DRAWN: PETER CHOW	DATE: 05/04/2020
SCALE: AS SHOWN	CHECKED: C.C.
FILE:	REVIEWED: C.C.
VIEW: 2-D	CONSULTANT:
SHEET	

A2.1

OF SHEETS

APPLICANT:
LOUIS CAPUTO

4820 ANZA STREET
SAN FRANCISCO, CA 94121

SHEET TITLE:
FLOOR PLAN

JOB ADDRESS:
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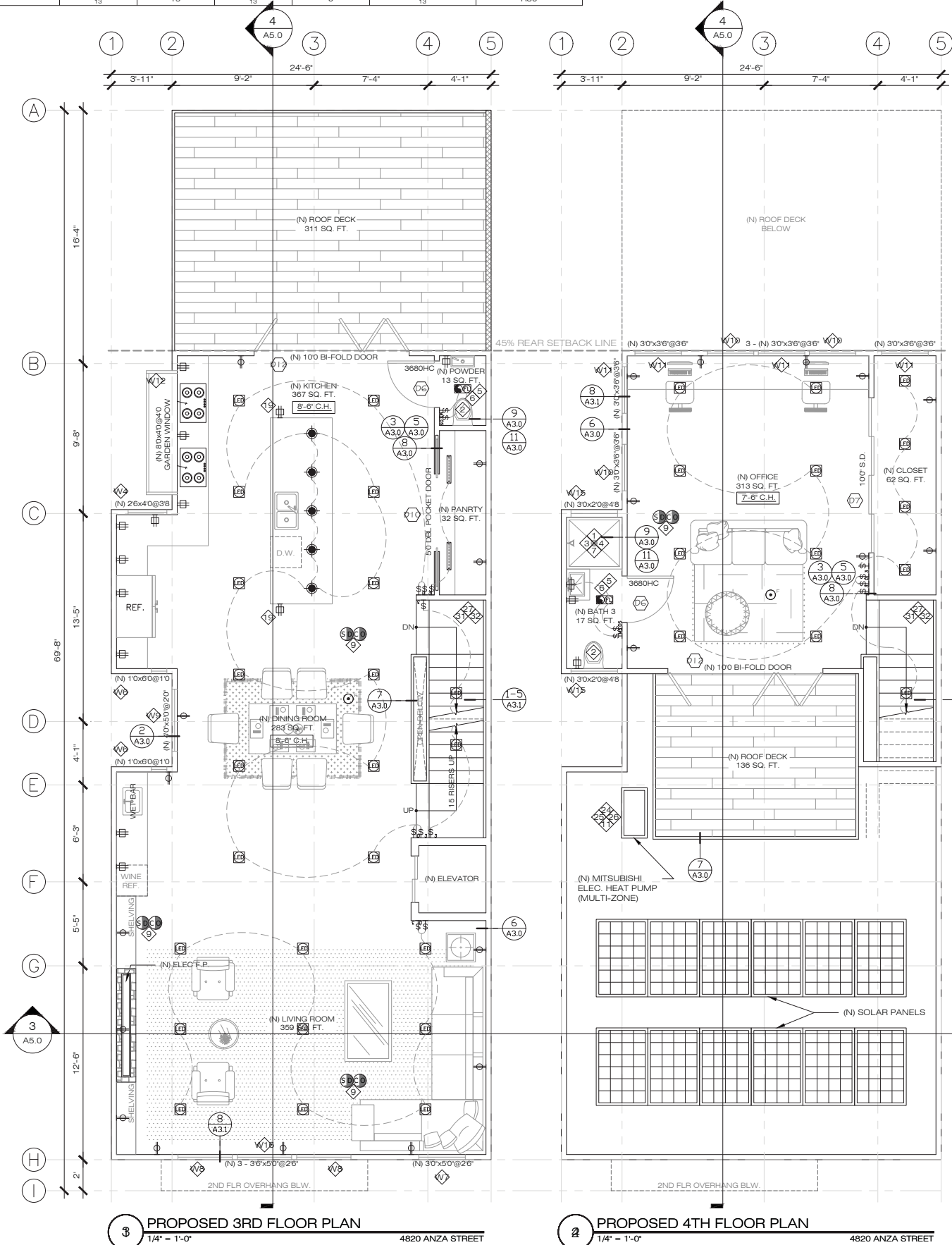
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SCALE: AS SHOWN	CHECKED: C.C.
FILE:	REVIEWED: C.C.
VIEW: 2-D	CONSULTANT:
SHEET	

A2.2
OF SHEETS

FENESTRATION PERFORMANCE REQUIREMENT								
		WINDOW	SKYLIGHT	MASS WALL	FLOOR	BASEMENT WALL	SLAB	CRAWL SPACE WALL
RESIDENTIAL	MAX U-FACTOR	0.30	0.55					
	MAX SHGC	0.23	0.25					
	R-VALUE	-	-	$\frac{1}{15}$	19	$\frac{1}{15}$	0	$\frac{1}{15}$
								R30

R-VALUE TABLE	
STUD SIZE	REQUIRED R-VALUE
2x4	R-15
2x6	R-19
2x8	R-22
2x10	R-30
CEILING JOIST SIZE	REQUIRED R-VALUE
2x6	R-13
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2x10	R-25
2x12	R-30

WALL LEGEND	
	EXISTING WALL TO REMAIN
	EXISTING NON-BEARING WALL TO BE REMOVED
	NEW PARTITION WALL
	WALL TO BE LEGALIZE
	NEW WALL BEARING WALL
	NEW CONCRETE WALL
	1 HR. RATED WALL
	2 HR. RATED WALL
	WALL WITH R13 INSULATION
KEY NOTES	
OTHER LEGEND	
	ARC-FAULT INTERRUPTER DUPLEX OUTLET
	GROUND FAULT INTERRUPTED DUPLEX OUTLET
	GROUND FAULT INTERRUPTED DUPLEX OUTLET - WEATHER PROOF (TAMPER RESISTANT) w/ ALL WEATHER-USE COVER
	EXHAUST FAN - 50 CFM MIN - VENTED TO OUTSIDE
	EXHAUST FAN - 50 CFM MIN - VENTED TO OUTSIDE VAPOR PROOF LENSE & GFI AT SHOWERS
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	WALL MOUNTED FLUORESCENT LIGHT FIXTURE
	SURFACE MOUNTED FLUORESCENT CEILING LIGHT FIXTURE
	SURFACE MOUNTED INCANDESCENT CEILING LIGHT FIXTURE
	SUSPENDED INCANDESCENT LIGHT FIXTURE
	RECESSED INCANDESCENT LIGHT FIXTURE
	RECESSED FLUORESCENT LIGHT FIXTURE
	HIGH EFFICACY RECESSED LED LIGHT FIXTURE
	UNDER CABINET FLUORESCENT LIGHT FIXTURE
	1x4' SURFACE MOUNTED FLUORESCENT LIGHT
	PHOTO-MOTION CONTROLLED LIGHT FIXTURE
	SINGLE SWITCH
	3-WAY SWITCH
	DIMMER SWITCH WITH DIMMER CONTROL
	OCCUPANCY SENSOR SWITCH (MANUAL 'ON' - AUTO 'OFF')
	MOTION SENSOR SWITCH
	MOISTURESTATE SWITCH
	GAS SUPPLY VALVE
	BATTERY OPERATED SMOKE DETECTOR
	SMOKE DETECTOR, AC
	BATTERY OPERATED CARBON MONOXIDE ALARM
	CARBON MONOXIDE ALARM, AC
	HEAT REGISTER
	EXISTING DUCT
	PROPOSED NEW DUCT
	POINT-OF-CONNECTION
	UP TO NEXT LEVEL
	DOWN TO NEXT LEVEL
	WATER HEATER
	SKYLIGHT
	FLOOR RECEPTACLE DUPLEX



WORK & KEY NOTES

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- CONTROL VALVES AND SHOWER STALL HEADS SHALL BE LOCATED ON SIDEWALL OF SHOWER COMPARTMENTS.
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- SMOKE ALARMS AND CARBON MONOXIDE ALARMS OLDER THAN 10 YEARS OLD MUST BE REPLACED WITH NEW ALARMS.
- PROVIDE MINIMUM WINDOW AREA OF 8% OF THE FLOOR AREA FOR NATURAL LIGHT AND MINIMUM WINDOW OPENING AREA OF 4% OF THE FLOOR AREA FOR VENTILATION.
- PROVIDE DUCT AND REGISTER FROM HEATING FURNACE TO MAINTAIN MINIMUM TEMPERATURE OF 68 DEGREES AT 3 FEET ABOVE THE FLOOR.
- CLOTHES DRYER MOISTURE EXHAUST DUCT (MIN. 4"Ø) TO THE OUTSIDE AND EQUIP WITH BACK-DRAFT DAMPER EXHAUST DUCT LENGTH IS LIMITED TO 14FT, WITH 2 ELBOWS OR PROVIDE BOOSTER FAN OR DRYER LISTED FOR REQUIRE EXHAUST DUCT LENGTH.
- ALL ELECTRICAL COUNTER RECEPTACLES IN KITCHEN AREA SHALL BE GFCI PROTECTED. (CEC 210.52(A)(6)). RECEPTACLES SHALL BE LISTED AS TAMPER RESISTANT.
- OUTLETS ARE REQUIRED WITHIN 24" OR ANY LOCATION ALONG THE COUNTERTOP. (CEC 210.52(C)(1)).
- (RECEPTACLE OUTLET LOCATION) RECEPTACLE OUTLETS SHALL BE LOCATED ON OR ABOVE THE COUNTERTOP, BUT NOT MORE THAN 20 INCHES FORM THE COUNTERTOP SURFACE; UNLESS THE RECEPTACLE OUTLET ASSEMBLY IS LISTED FOR THE APPLICATION SHALL BE PERMITTED TO BE INSTALLED IN THE COUNTERTOP. RECEPTACLES SHALL NOT BE INSTALLED IN A FACE-UP POSITION IN THE WORK SURFACES OR COUNTERTOPS AND SHALL NOT BE LOCATED ON THE SIDES OF CABINETS. [406.5(E)]
- (WALL COUNTER SPACE) A RECEPTACLE OUTLET MUST BE INSTALLED FOR EVERY KITCHEN AREA COUNTER WALL SPACE 12" INCHES OR WIDER. RECEPTACLES MUST BE INSTALLED SO THAT NO POINT ALONG THE COUNTER WALL SPACE IS MORE THAN 24" INCHES (2 FEET), MEASURED HORIZONTALLY, FROM A RECEPTACLE OUTLET.
- KITCHEN COUNTERTOP RECEPTACLES. TWO CIRCUITS REQUIRED. 125V, 20 AMPERE RECEPTACLES USED FOR COUNTERTOP SURFACE APPLIANCE IN A DWELLING UNIT KITCHEN MUST BE SUPPLIED BY AT LEAST TWO 20 AMPERE CIRCUITS [210-11(C)(1) AND 220-16(a)].
- (SEPARATE SPACES) WHEN BREAKS OCCUR IN COUNTERTOP SPACES (RANGES, REFRIGERATORS, SINK, ETC.), EACH COUNTERTOP SURFACE IS CONSIDERED A SEPARATE COUNTER FOR DETERMINING RECEPTACLE PLACEMENT. (210.52(C)(1)) IF A RANGE, COUNTER-MOUNTED COOLING UNIT, OR SINK IS INSTALLED IN AN ISLAND OR A PENINSULAR COUNTERTOP AND THE DEPTH OF THE COUNTERTOP BEHIND THE RANGE, COUNTER-MOUNTED COOKING UNIT, OR SINK IS LESS THAN 12 INCHES, THE RANGE, COUNTER-MOUNTED COOKING UNIT, OR SINK SHALL BE CONSIDERED TO DIVIDE THE COUNTERTOP SPACE INTO TWO SEPARATE COUNTERTOP SPACES. EACH SEPARATE COUNTERTOP SPACE SHALL COMPLY WITH THE APPLICABLE REQUIREMENT IN 210.52(C).
- (ISLAND COUNTERTOP SPACE) THIS SECTION MANDATES ONLY ONE RECEPTACLE OUTLET TO BE INSTALLED AT EACH ISLAND COUNTERTOP THAT HAS A LONG DIMENSION OF 24" INCHES OR GREATER, AND SHORT DIMENSION OF 12" INCHES OR GREATER. RECEPTACLE MAXIMUM OF 12" INCHES BELOW ISLAND OR PENINSULAR COUNTERTOPS.
- THE KITCHEN FANS SHALL BE SWITCHED SEPARATELY FROM ANY LIGHTING SYSTEM AND BE DUCTED TO THE EXTERIOR
- WATER HEATER SHALL BE INSTALLED AT LEAST 18" ABOVE THE GARAGE FLOOR. SEISMICALLY STRAP THE WATER HEATER WITH A MINIMUM OF TWO STRAPS (ONE LOCATED ONE THIRD DOWN FROM THE TOP OF THE TANK AND THE OTHER LOCATED 4" ABOVE THE CONTROLS). CPC507.2
- A 3/4" x 24 GAUGE STEEL SEISMIC STRAP TO WATER HEATER, WITH 18" HEIGHT PLATFORM, AND SHALL BE WRAPPED W/ R-12 INSULATION, UNLESS EFFICIENCY RATED AT 58% OR BETTER
- MINIMUM 1" INSULATION ON FIRST 5 FOOT LENGTH OF HOT AND COLD WATER PIPES FROM THE STORAGE TANK
- MIN. 26 GA. GALV. SHEET METAL HEATING SUPPLY DUCTS AT GARAGE. BOTTOM OF HEATING DUCT OR FURRING SHALL NOT BE LOWER THAN 7'-0"
- DUCT AND PLENUM SHALL BE SEALED WITH MASTIC GLUE AND MASTIC PLUS MESH TAPE. DUCT SHALL BE WRAPPED WITH R-6 INSULATION.
- COMBUSTION AIR OPENINGS FROM OUTSIDE FOR WATER HEATER & FURNACE. TERMINATE FLUES 4 FEET FROM PROPERTY LINE AND 2'-0" ABOVE ANY PORTION OF A BUILDING WITHIN 10'-0"
- MINIMUM 5/8" TYPE-X GYPSUM BOARD UNDER THE INTERIOR STAIRWAY.
- MINIMUM 5/8" TYPE-X GYPSUM BOARD AND R-19 INSULATION ON GARAGE CEILING & STORAGE CEILING AND MINIMUM OF 1/2" GYPSUM BOARD FOR WALLS
- ALL ELECTRICAL RECEPTACLES IN GARAGE SHALL BE GFCI PROTECTED.
- DOOR LISTED 45-MINUTE FIRE RESISTIVE DOOR AND FRAME ASSEMBLY WITH A 1 3/4" SELF CLOSING, SELF-LATCHING DEVICE. ONE HALF OF THE COMMON WALL BETWEEN THE FOYER AND THE GARAGE SHALL BE OPEN AND UNOBSTRUCTED (CBC 715.4 & TABLE 715.4)
- INTERIOR STAIRWAYS SHALL HAVE A MINIMUM 80" HEADWAY MEASURED FROM THE TREAD NOSING. A MAXIMUM RISE OF 7'-3 3/4" AND MINIMUM 10" TREAD WIDTH. THE CLEAR SPACE AT OPEN RISERS SHALL NOT ALLOW THE PASSAGE OF A 4" SPHERE AND TRIANGULAR OPENINGS SHALL NOT ALLOW THE PASSAGE OF A 6" SPHERE. PROVIDE A MINIMUM 36"x36" LANDING AT TOP AND BOTTOM OF STAIRWAY.
- GRIPPABLE HANDRAILS SHALL BE PROVIDED ON AT LEAST ONE SIDE OF ALL STAIRS WITH FOUR OR MORE RISERS. HANDRAIL HEIGHT, MEASURED VERTICALLY FROM THE SLOPED PLANE ADJOINING THE TREAD NOSING, SHALL BE NOT LESS THAN 34" AND NOT MORE THEN 38".

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SHEET TITLE:
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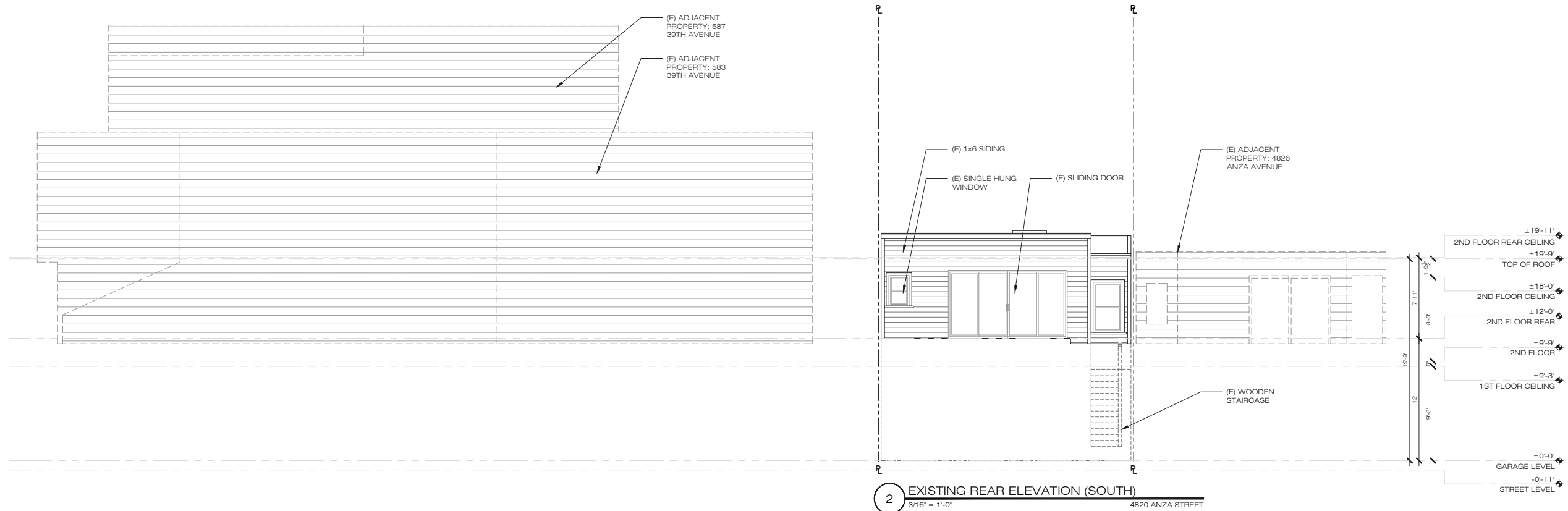
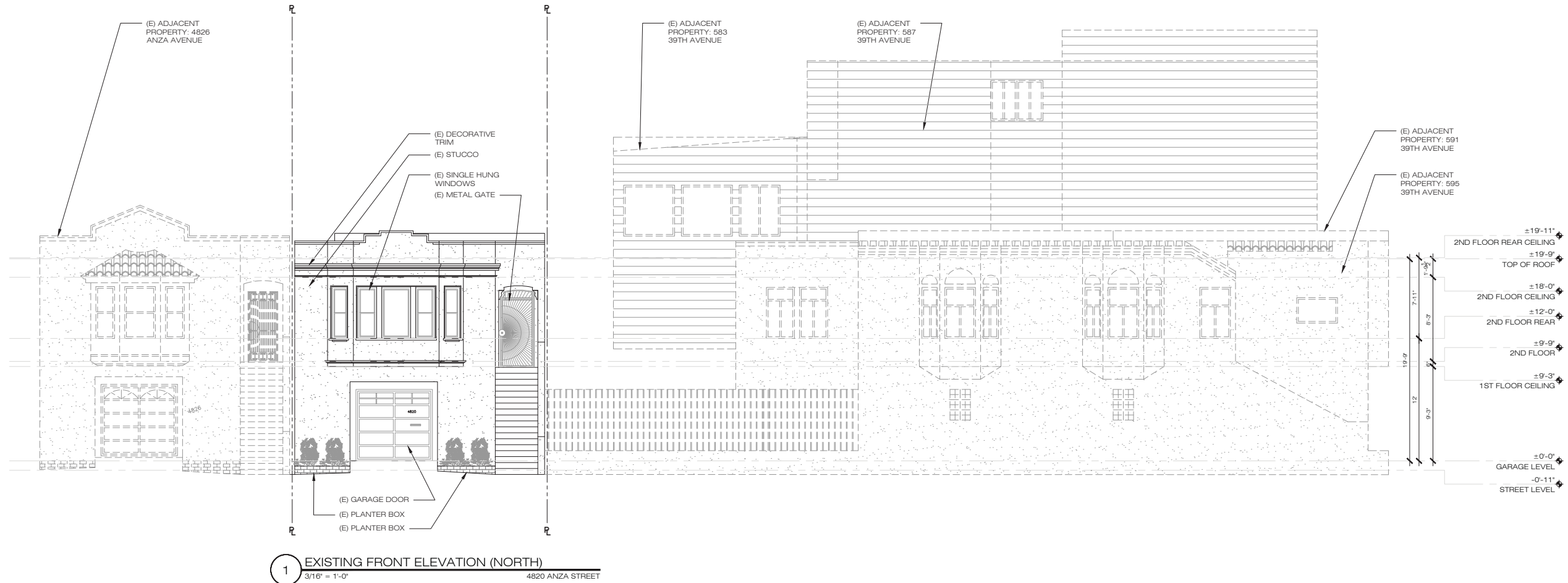
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NO.	REVISIONS/SUBMISSIONS
1	01/19/2022
2	07/19/2022
3	12/06/2022

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DRAWN: PETER CHOW	DATE: 05/04/2020
SCALE: AS SHOWN	CHECKED: C.C.
FILE:	REVIEWED: C.C.
VIEW: 2-D	CONSULTANT:

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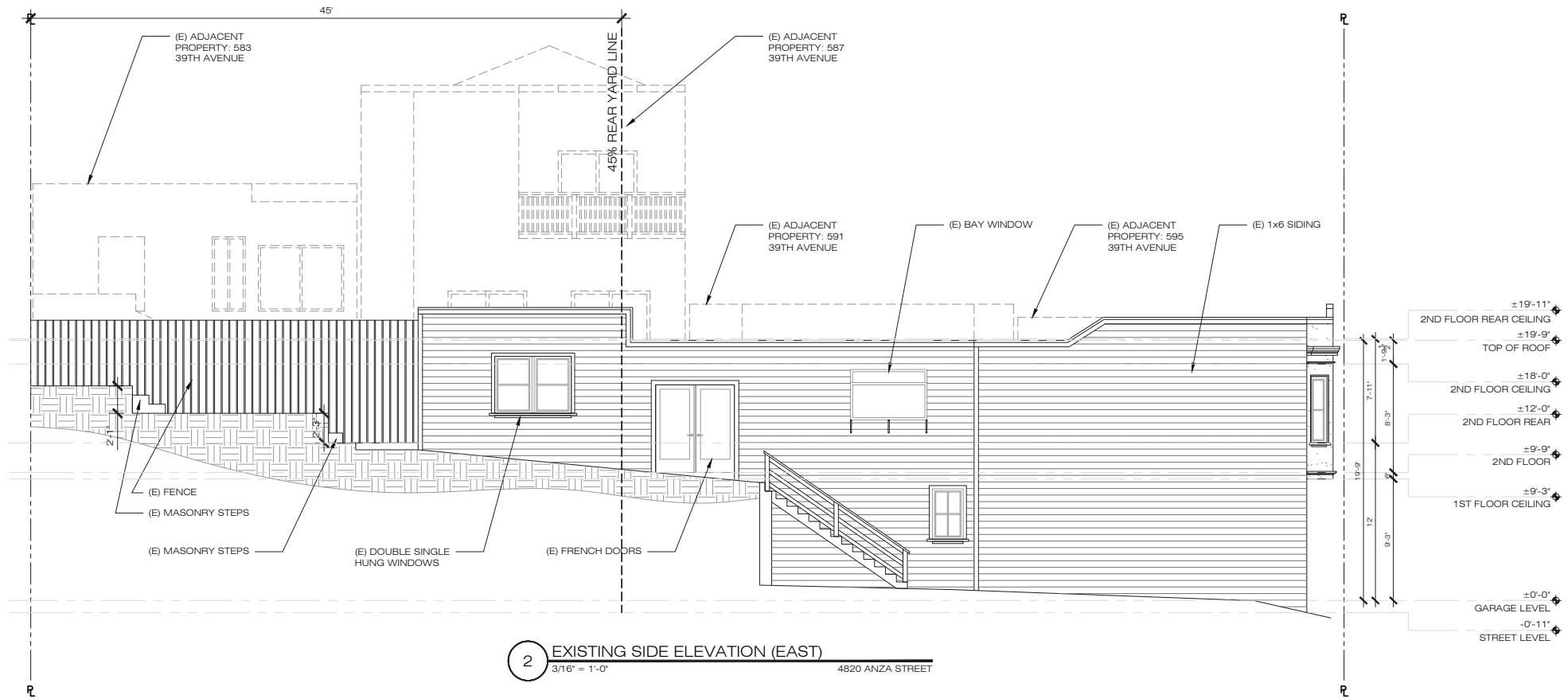
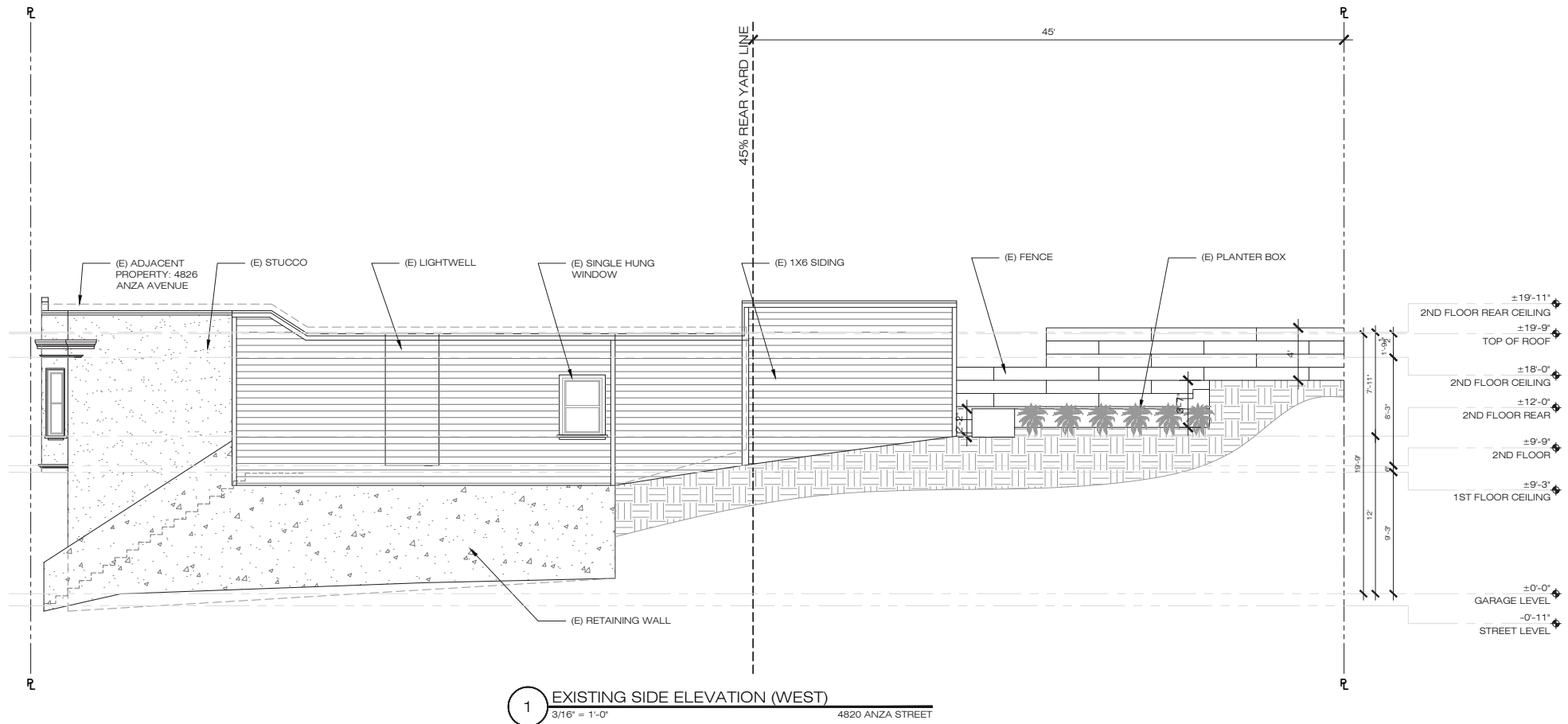
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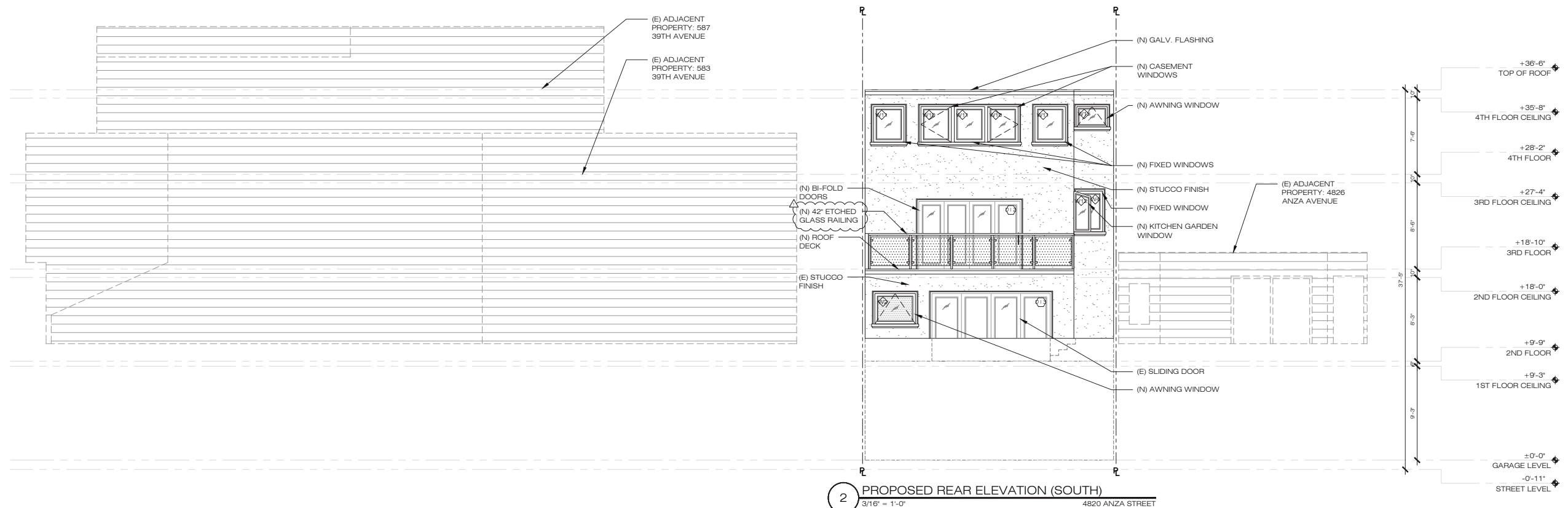
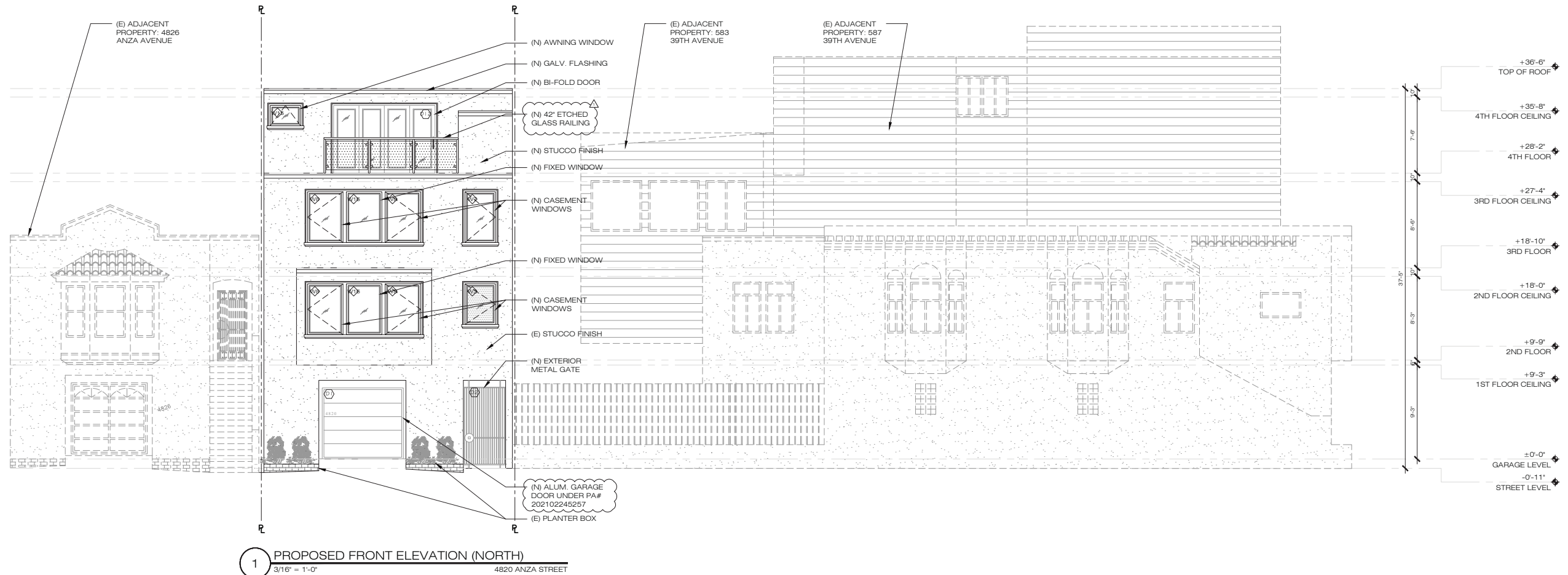
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