

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 544-5227

November 4, 2016

Nancy Huff  
Mission Terrace Land Preservation Committee  
214 Cotter Street  
San Francisco, CA 94112

David Hooper  
New Mission Terrace Improvement Association  
P.O. Box 12111  
San Francisco, CA 94112

**Subject: Appeals of CEQA Exemption Determination and Conditional Use  
Authorization - 203 Cotter Street Project**

Dear Ms. Huff and Mr. Hooper:

The Office of the Clerk of the Board is in receipt of a memorandum dated November 1, 2016, from the Planning Department regarding their determination on the timely filing of appeal of the CEQA Exemption Determination for the proposed project at 203 Cotter Street.

The Planning Department has determined that the appeal was filed in a timely manner.

The City and County Surveyor has informed the Board of Supervisors in a letter received November 3, 2016 (copy attached), that the signatures represented with your appeal filing of October 27, 2016, have been checked pursuant to the Planning Code, and represent owners of more than 20% of the property involved and would be sufficient for an appeal.

Pursuant to Administrative Code, Section 31.16, and Planning Code, Section 308.1, a hearing date has been scheduled for **Tuesday, December 6, 2016, at 3:00 p.m.**, at the Board of Supervisors meeting to be held in City Hall, 1 Dr. Carlton B. Goodlett Place, Legislative Chamber, Room 250, San Francisco, CA 94102.

Please provide to the Clerk's Office by noon:

**20 days prior to the hearing:** names and addresses of interested parties to be notified of the hearing, in spreadsheet format; and

**11 days prior to the hearing:** any documentation which you may want available to the Board members prior to the hearing.

For the above, the Clerk's office requests one electronic file (sent to [bos.legislation@sfgov.org](mailto:bos.legislation@sfgov.org)) and two copies of the documentation for distribution.

NOTE: If electronic versions of the documentation are not available, please submit 18 hard copies of the materials to the Clerk's Office for distribution. If you are unable to make the deadlines prescribed above, it is your responsibility to ensure that all parties receive copies of the materials.

If you have any questions, please feel free to contact Legislative Clerks John Carroll at (415) 554-4445, or Brent Jalipa at (415) 554-7712.

Very truly yours,



Angela Calvillo  
Clerk of the Board

- c: Jessie Elliott, Golden Bridges School, Project Sponsor
- Jon Givner, Deputy City Attorney
- Kate Stacy, Deputy City Attorney
- Marlena Byrne, Deputy City Attorney
- John Rahaim, Planning Director
- Scott Sanchez, Zoning Administrator, Planning Department
- Lisa Gibson, Environmental Review Officer, Planning Department
- Aaron Starr, Manager of Legislative Affairs, Planning Department
- AnMarie Rodgers, Senior Policy Advisor, Planning Department
- Nancy Tran, Staff Contact, Planning Department
- Lana Russell-Hurd, Staff Contact, Planning Department
- Jonas Ionin, Planning Commission Secretary