



# SAN FRANCISCO PLANNING DEPARTMENT

**MEMO**

**DATE:** August 27, 2018

**TO:** Angela Calvillo, Clerk of the Board of Supervisors

**FROM:** Lisa Gibson, Environmental Review Officer

**RE:** Appeal Timeliness Determination – Washington Square Water Conservation Project, Planning Department Case No. 2018-003700PRJ

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On August 16, 2018, Marc Bruno and Save North Beach filed an appeal with the Office of the Clerk of the Board of Supervisors of the categorical exemption determination for the proposed Washington Square Water Conservation Project. As described below, the appeal is timely.

Date of Approval Action	30 Days after Approval Action/Appeal Deadline	First Business Day after Appeal Deadline	Date of Appeal Filing	Timely?
August 16, 2018	Saturday, September 15, 2018	Monday, September 17, 2018	August 16, 2018	Yes

**Approval Action:** On May 17, 2018, the Planning Department issued a CEQA categorical exemption determination for the Washington Square Water Conservation Project, proposing improvements to reduce the park’s existing irrigation water use. On August 16, 2018, the Recreation and Park Commission approved the concept plan for the Washington Square Water Conservation Project. Approval of the concept plan is the approval action for the project.

**Appeal Deadline:** Sections 31.16(a) and (e) of the San Francisco Administrative Code states that any person or entity may appeal an exemption determination to the Board of Supervisors during the time period beginning with the date of the exemption determination and ending 30 days after the date of the approval action. The approval action for this project occurred on August 16, 2018. Thirty days from the approval action is Saturday, September 15, 2018. The next day when the Office of the Clerk of the Board of Supervisors will be open is Monday, September 17, 2018. Thus, September 17, 2018 is the appeal deadline.

**Appeal Filing and Timeliness:** The appellant filed the appeal of the exemption determination on August 16, 2018, prior to the appeal deadline. Therefore, the appeal is timely.