



SAN FRANCISCO PLANNING DEPARTMENT

MEMO

DATE: November 20, 2018

TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Devyani Jain, Deputy Environmental Review Officer

RE: Appeal Timeliness Determination – 84 Page Street
Planning Department Case No. 2016-015922ENV

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An appeal of the CEQA Determination of Exemption from Environmental Review for the proposed project at 84 Page Street (Planning Department Case No. 2016-015922ENV) was filed with the Office of the Clerk of the Board of Supervisors on November 16, 2018, by David Collins. As explained 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?
October 23, 2018	November 22, 2018	November 26, 2018	November 16, 2018	Yes

Approval Action: On December 13, 2017, the Planning Department issued a CEQA Categorical Exemption Determination for the 84 Page Street project, proposing to demolish an existing one-story office building and create an open, fenced yard for use by the French American International School. The Categorical Exemption Determination identified the Approval Action for the project as the issuance of a Building Permit. Building Permit No. 201711204422 for the project was issued on October 23, 2018 (Date of the Approval Action).

Appeal Deadline: Section 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. Thirty days after the Approval Action is Thursday, November 22, 2018, which is a City holiday. It has been the longstanding practice of the Clerk of the Board, when an appeal deadline falls on a weekend day or a holiday, to accept appeals until the close of business on the following workday. That day is Monday, November 26, 2018.

Appeal Filing and Timeliness: The Appellant filed the appeal of the exemption determination on Friday, November 16, 2018, prior to the appeal deadline. Therefore, the appeal is considered timely.