



# SAN FRANCISCO PLANNING DEPARTMENT

**MEMO**

**DATE:** June 8, 2016  
**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** Sarah B. Jones, Environmental Review Officer  
**RE:** Appeal timeliness determination – 3516 and 3526 Folsom Street,  
Planning Department Case No. 2013.1383E

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An appeal of the categorical exemption for the proposed project at 3516 and 3526 Folsom Street (Planning Department Case No. 2013.1383E) was filed with the Office of the Clerk of the Board on June 3, 2016 by Zacks, Freedman, and Patterson, on behalf of Bernal Heights South Slope Organization, Bernal Safe & Livable, Neighbors Against the Upper Folsom Street Extension, Marcus Ryu, and Ann Lockett.

**Timeline:** The Categorical Exemption was issued on March 26, 2014. The exemption identified the Approval Action for the project as the Discretionary Review Hearing by the Planning Commission, as provided for in Planning Code Section 311, which occurred on May 5, 2016 (Date of the Approval Action).

**Timeliness Determination:** 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.

The appeal of the exemption determination was filed on June 3, 2016, which is within the time frame specified above. Therefore the appeal is considered timely.

Section 31.16(b)(4) of the San Francisco Administrative Code states that the Clerk of the Board shall schedule the appeal hearing no less than 21 days and no more than 45 days following expiration of the specified time period for filing of the appeal.