

1 [Planning Code - Landmark Designation - Ingleside Terraces Sundial and Sundial Park]

2

3 **Ordinance amending the Planning Code to designate Ingleside Terraces Sundial and**
 4 **Sundial Park, Assessor's Parcel Block No. 6917B, Lot No. 001, situated within Entrada**
 5 **Court, as a Landmark under Article 10 of the Planning Code; affirming the Planning**
 6 **Department's determination under the California Environmental Quality Act; and**
 7 **making public necessity, convenience, and welfare findings under Planning Code,**
 8 **Section 302, and findings of consistency with the General Plan, and the eight priority**
 9 **policies of Planning Code, Section 101.1.**

10 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
 11 **Additions to Codes** are in *single-underline italics Times New Roman font*.
 12 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
 13 **Board amendment additions** are in double-underlined Arial font.
 14 **Board amendment deletions** are in ~~strikethrough Arial font~~.
 15 **Asterisks (* * * *)** indicate the omission of unchanged Code
 16 subsections or parts of tables.

14

15 Be it ordained by the People of the City and County of San Francisco:

16

Section 1. Findings.

17

(a) CEQA and Land Use Findings.

18

(1) The Planning Department has determined that the Planning Code

19 amendment proposed in this ordinance is subject to a Categorical Exemption from the

20 California Environmental Quality Act (California Public Resources Code Sections 21000 et

21 seq., "CEQA") pursuant to Section 15308 of California Code of Regulations, Title 14, Sections

22 15000 et seq., the Guidelines for implementation of the statute for actions by regulatory

23 agencies for protection of the environment (in this case, landmark designation). Said

24 determination is on file with the Clerk of the Board of Supervisors in File No. 210423 and is

25 incorporated herein by reference. The Board of Supervisors affirms this determination.

1 (2) Pursuant to Planning Code Section 302, the Board of Supervisors finds that
2 the proposed landmark designation of the Ingleside Terraces Sundial and Sundial Park,
3 Assessor's Block No. 6917B, Lot No. 001, situated within Entrada Court, ("Ingleside Terraces
4 Sundial and Sundial Park") will serve the public necessity, convenience, and welfare for the
5 reasons set forth in Historic Preservation Commission Resolution No. 1182, recommending
6 approval of the proposed designation, which is incorporated herein by reference.

7 (3) The Board of Supervisors finds that the proposed landmark designation of
8 the Ingleside Terraces Sundial and Sundial Park is consistent with the General Plan and with
9 Planning Code Section 101.1(b) for the reasons set forth in Historic Preservation Commission
10 Resolution No. 1182.

11 (b) General Findings.

12 (1) Pursuant to Charter Section 4.135, the Historic Preservation Commission
13 has authority "to recommend approval, disapproval, or modification of landmark designations
14 and historic district designations under the Planning Code to the Board of Supervisors."

15 (2) The Landmark Designation Fact Sheet was prepared by Planning
16 Department Preservation staff. All preparers meet the Secretary of the Interior's Professional
17 Qualification Standards for historic preservation program staff, as set forth in Code of Federal
18 Regulations Title 36, Part 61, Appendix A. The report was reviewed for accuracy and
19 conformance with the purposes and standards of Article 10 of the Planning Code.

20 (3) The Historic Preservation Commission, at its regular meeting of April 7,
21 2021, reviewed Planning Department staff's analysis of the historical significance of the
22 Ingleside Terraces Sundial and Sundial Park pursuant to Article 10, which is included in the
23 Landmark Designation Fact Sheet dated April 7, 2021.

24 (4) On April 7, 2021, after holding a public hearing on the proposed designation
25 and having considered the specialized analyses prepared by Planning Department staff and

1 the Landmark Designation Fact Sheet, the Historic Preservation Commission recommended
2 designation of the Ingleside Terraces Sundial and Sundial Park as a landmark under Article
3 10 of the Planning Code by Resolution No. 1182. Said resolution is on file with the Clerk of
4 the Board in File No. 210423.

5 (5) The Board of Supervisors hereby finds that the Ingleside Terraces Sundial
6 and Sundial Park has a special character and special historical, architectural, and aesthetic
7 interest and value, and that its designation as a Landmark will further the purposes of and
8 conform to the standards set forth in Article 10 of the Planning Code. In doing so, the Board
9 hereby incorporates by reference the findings of the Landmark Designation Fact Sheet.

10 (6) As a landmark, the Ingleside Terraces Sundial and Sundial Park are subject
11 to all requirements of Article 10 of the Planning Code. The procedures, requirements,
12 controls and standards of Article 10 of the Planning Code shall apply to all applications for
13 Certificates of Appropriateness in the Ingleside Terraces Sundial and Sundial Park. As
14 currently set forth in Article 10, the Planning Department may determine that no Certificate of
15 Appropriateness is required; that an Administrative Certificate of Appropriateness is required,
16 which would be approved administratively by Planning Department Preservation staff as
17 delegated pursuant to Section 1006.2(b) of the Planning Code; or that a Certificate of
18 Appropriateness is required pursuant to Section 1006 of the Planning Code at a regularly
19 scheduled Historic Preservation Commission hearing.

20 (7) Article 10 requires that where any exterior change within the Ingleside
21 Terraces Sundial and Sundial Park requires a City permit, as well as in certain other
22 circumstances, the work shall require a Certificate of Appropriateness, with the exception of
23 scopes of work specified herein.

1 Section 2. Designation.

2 Pursuant to Section 1004 of the Planning Code, the Ingleside Terraces Sundial and
3 Sundial Park, Assessor's Block No. 6917B, Lot No. 001, situated within Entrada Court, is
4 hereby designated as a San Francisco Landmark under Article 10 of the Planning Code.
5 Appendix A to Article 10 of the Planning Code is hereby amended to include this property.
6

7 Section 3. Required Data.

8 (a) The description, location, and boundary of the Landmark site consists of the City
9 parcel located at the Ingleside Terraces Sundial and Sundial Park, Assessor's Block No.
10 6917B, Lot No. 001, situated within Entrada Court, in San Francisco's Ingleside Terraces
11 neighborhood.

12 (b) The characteristics of the Landmark that justify its designation are described and
13 shown in the Landmark Designation Fact Sheet and other supporting materials contained in
14 Planning Department Record Docket No. 2021-000795DES. In brief, the Ingleside Terraces
15 Sundial and Sundial Park is eligible for local designation as it is associated with events that
16 have made a significant contribution to the broad patterns of San Francisco history and it
17 embodies the distinctive characteristics of a type, period, or method of construction.
18 Specifically, designation of the Ingleside Terraces Sundial and Sundial Park is proper given its
19 association with the development of residence park neighborhoods in San Francisco at the
20 beginning of the twentieth century, as an excellent example of the public landscape features
21 characteristic of residence park developments, and as a visual landmark associated with the
22 Ingleside Terraces neighborhood.

23 (c) The particular features that shall be preserved, or replaced in-kind as determined
24 necessary, are those generally shown in photographs and described in the Landmark
25

1 Designation Fact Sheet, which can be found in Planning Department Record Docket No.
2 2021-000795DES, and which are incorporated in this designation by reference as though fully
3 set forth. Specifically, the following features shall be preserved or replaced in kind:

4 (1) All exterior elevations, form, massing, structure, architectural ornament, and
5 materials of the Ingleside Terraces Sundial and Sundial Park identified as:

- 6 (A) Circular form of Sundial Park;
- 7 (B) Sundial structure (gnomon) measuring 17' height and 28' in length;
- 8 (C) 34-foot diameter concrete Sundial base with Roman numerals;
- 9 (D) Form and locations of planting beds;
- 10 (E) Circulation patterns and hardscape features, including form,
11 materials, and dimensions of concrete walkways, star-shaped paving,
12 curbs and steps;
- 13 (F) Cast concrete Doric, Ionic, Corinthian, and Tuscan columns and urns;
- 14 (G) Twelve cast concrete benches;
- 15 (H) Marble dedication plaque at base of Sundial; and
- 16 (I) "URICO" grate.

17
18 Section 4. Work Not Requiring a Certificate of Appropriateness.

19 The following scopes of work shall not require a Certificate of Appropriateness:

- 20 (a) Ordinary Maintenance and Repair

21 Ordinary maintenance and repair of the Landmark, for which a Certificate of
22 Appropriateness is not required pursuant to Article 10, includes but is not limited to ordinary
23 maintenance and repair of the Sundial structure and base, and of the benches, columns, urns,
24 and walkways, including paving materials, in Sundial Park.

1 (b) Replacement of Architectural Details

2 A Certificate of Appropriateness shall not be required if the proposed work is limited to
3 in-kind replacement of the benches in Sundial Park, including parts and components.

4 Section 5. Effective Date.

5 This ordinance shall become effective 30 days after enactment. Enactment occurs
6 when the Mayor signs the ordinance, the Mayor returns the ordinance unsigned or does not
7 sign the ordinance within ten days of receiving it, or the Board of Supervisors overrides the
8 Mayor's veto of the ordinance.

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10 APPROVED AS TO FORM:
11 DENNIS J. HERRERA, City Attorney

12 By: /s Victoria Wong
13 VICTORIA WONG
14 Deputy City Attorney

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LEGISLATIVE DIGEST

[Planning Code - Landmark Designation - Ingleside Terraces Sundial and Sundial Park]

Ordinance amending the Planning Code to designate Ingleside Terraces Sundial and Sundial Park, Assessor's Parcel Block No. 6917B, Lot No. 001, situated within Entrada Court, as a Landmark under Article 10 of the Planning Code; affirming the Planning Department's determination under the California Environmental Quality Act; and making public necessity, convenience, and welfare findings under Planning Code, Section 302, and findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1.

Existing Law

Under Article 10, Section 1004 of the Planning Code, the Board of Supervisors may, by ordinance, designate an individual structure that has special character or special historical, architectural or aesthetic interest or value as a City landmark. Unless prohibited by state law, once a structure has been named a landmark, any construction, alteration, removal or demolition for which a City permit is required necessitates a Certificate of Appropriateness from the Historic Preservation Commission. (Planning Code § 1006; Charter of the City and County of San Francisco, § 4.135.) Thus, landmark designation generally affords a high degree of protection to historic and architectural structures of merit in the City. There are currently approximately 290 individual landmarks in the City under Article 10, in addition to structures and districts in the downtown area that are protected under Article 11. (See App. A to Article 10.)

Amendments to Current Law

This ordinance amends the Planning Code to add a new historic landmark to the list of individual landmarks under Article 10: Ingleside Terraces Sundial and Sundial Park, Assessor's Block No. 6917B, Lot No. 001, situated within Entrada Court.

This ordinance finds that the Ingleside Terraces Sundial and Sundial Park is eligible for local designation as it is associated with events that have made a significant contribution to the broad patterns of San Francisco history and it embodies the distinctive characteristics of a type, period, or method of construction. Specifically, designation of the Ingleside Terraces Sundial and Sundial Park is proper given its association with the development of residence park neighborhoods in San Francisco at the beginning of the twentieth century, as an excellent example of the public landscape features characteristic of residence park developments, and as a visual landmark associated with the Ingleside Terraces neighborhood.

FILE NO. 210423

As required by Section 1004, the ordinance lists the particular features that shall be preserved, or replaced in-kind as determined necessary.

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April 15, 2021

Ms. Angela Calvillo, Clerk of the Board of Supervisors
Honorable Supervisor Peskin
Board of Supervisors
City and County of San Francisco
City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102
Via email only: angela.calvillo@sfgov.org

Re: **Transmittal of Planning Department Case Number 2021-000795DES**
Ingleside Terraces Sundial and Sundial Park Landmark Designation
BOS File No. 201299

Dear Ms. Calvillo and Supervisor Peskin,

On April 7, 2021, the San Francisco Historic Preservation Commission (hereinafter “HPC”) conducted a duly noticed public hearing at a regularly scheduled meeting to consider an ordinance to landmark the Ingleside Terraces Sundial and Sundial Park (Board File No. 201299). This ordinance was originally sponsored by Supervisor Yee and is now being sponsored by Supervisor Peskin. At the hearing, the HPC voted to approve a resolution to recommend landmark designation pursuant to Article 10 of the Planning Code.

The proposed amendments have been determined to be categorically exempt from environmental review under the California Environmental Quality Act Section 15060(c)(2).

Please find attached documents related to the HPC’s action. Also attached is an electronic copy of the proposed ordinance, drafted by Deputy City Attorney Victoria Wong. If you have any questions or require further information, please do not hesitate to contact me.

Sincerely,

Aaron D. Starr
Manager of Legislative Affairs

Cc: Vicki Wong, City Attorney's Office
Lee Hepner, Legislative Aide
Jen Low, Legislative Aide
Erica Major, Office of the Clerk of the Board
Marcelle Boudreaux, Planning Department, P-IV Landmarks
Bos.legislation@sfgov.org
Board.of.Supervisors@sfgov.org

Attachments:

Draft Article 10 Landmark Designation Ordinance
Historic Preservation Commission Resolution No. 1182 (Recommendation)
Planning Department Executive Summary dated April 7, 2021
Article 10 Landmark Designation Fact Sheet
Correspondence in Support of Landmark Designation

1 [Planning Code - Landmark Designation – Ingleside Terraces Sundial and Sundial Park]

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4 **Sundial Park, Assessor’s Block No. 6917B, Lot No. 001, situated within Entrada Court,**
5 **as a Landmark under Article 10 of the Planning Code; affirming the Planning**
6 **Department’s determination under the California Environmental Quality Act; and**
7 **making public necessity, convenience, and welfare findings under Planning Code,**
8 **Section 302, and findings of consistency with the General Plan and the eight priority**
9 **policies of Planning Code, Section 101.1.**

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16 subsections or parts of tables.

17 Be it ordained by the People of the City and County of San Francisco:

18 Section 1. Findings.

19 (a) CEQA and Land Use Findings.

20 (1) The Planning Department has determined that the Planning Code
21 amendment proposed in this ordinance is subject to a Categorical Exemption from the
22 California Environmental Quality Act (California Public Resources Code Sections 21000 et
23 seq., "CEQA") pursuant to Section 15308 of California Code of Regulations, Title 14, Sections
24 15000 et seq., the Guidelines for implementation of the statute for actions by regulatory
25 agencies for protection of the environment (in this case, landmark designation). Said
determination is on file with the Clerk of the Board of Supervisors in File No. _____
and is incorporated herein by reference. The Board of Supervisors affirms this determination.

1 (2) Pursuant to Planning Code Section 302, the Board of Supervisors finds that
2 the proposed landmark designation of the Ingleside Terraces Sundial and Sundial Park,
3 Assessor's Block No. 6917B, Lot No. 001, situated within Entrada Court, ("Ingleside Terraces
4 Sundial and Sundial Park") will serve the public necessity, convenience, and welfare for the
5 reasons set forth in Historic Preservation Commission Resolution No. _____,
6 recommending approval of the proposed designation, which is incorporated herein by
7 reference.

8 (3) The Board of Supervisors finds that the proposed landmark designation of
9 the Ingleside Terraces Sundial and Sundial Park is consistent with the General Plan and with
10 Planning Code Section 101.1(b) for the reasons set forth in Historic Preservation Commission
11 Resolution No. _____.

12 (b) General Findings.

13 (1) Pursuant to Charter Section 4.135, the Historic Preservation Commission
14 has authority "to recommend approval, disapproval, or modification of landmark designations
15 and historic district designations under the Planning Code to the Board of Supervisors."

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17 Department Preservation staff. All preparers meet the Secretary of the Interior's Professional
18 Qualification Standards for historic preservation program staff, as set forth in Code of Federal
19 Regulations Title 36, Part 61, Appendix A. The report was reviewed for accuracy and
20 conformance with the purposes and standards of Article 10 of the Planning Code.

21 (3) The Historic Preservation Commission, at its regular meeting of _____,
22 reviewed Planning Department staff's analysis of the historical significance of the Ingleside
23 Terraces Sundial and Sundial Park pursuant to Article 10, which is included in the Landmark
24 Designation Fact Sheet dated _____.

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1 (4) On _____, after holding a public hearing on the proposed designation
2 and having considered the specialized analyses prepared by Planning Department staff and
3 the Landmark Designation Fact Sheet, the Historic Preservation Commission recommended
4 designation of the Ingleside Terraces Sundial and Sundial Park as a landmark under Article
5 10 of the Planning Code by Resolution No. _____. Said resolution is on file with the Clerk
6 of the Board in File No. _____.

7 (5) The Board of Supervisors hereby finds that the Ingleside Terraces Sundial
8 and Sundial Park has a special character and special historical, architectural, and aesthetic
9 interest and value, and that its designation as a Landmark will further the purposes of and
10 conform to the standards set forth in Article 10 of the Planning Code. In doing so, the Board
11 hereby incorporates by reference the findings of the Landmark Designation Fact Sheet.

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20 Appropriateness is required pursuant to Section 1006 of the Planning Code at a regularly
21 scheduled Historic Preservation Commission hearing.

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23 Terraces Sundial and Sundial Park requires a City permit, as well as in certain other
24 circumstances, the work shall require a Certificate of Appropriateness, with the exception of
25 scopes of work specified herein.

1 Section 2. Designation.

2 Pursuant to Section 1004 of the Planning Code, the Ingleside Terraces Sundial and
3 Sundial Park, Assessor's Block No. 6917B, Lot No. 001, situated within Entrada Court, is
4 hereby designated as a San Francisco Landmark under Article 10 of the Planning Code.
5 Appendix A to Article 10 of the Planning Code is hereby amended to include this property.
6

7 Section 3. Required Data.

8 (a) The description, location, and boundary of the Landmark site consists of the City
9 parcel located at the Ingleside Terraces Sundial and Sundial Park, Assessor's Block No.
10 6917B, Lot No. 001, situated within Entrada Court, in San Francisco's Ingleside Terraces
11 neighborhood.

12 (b) The characteristics of the Landmark that justify its designation are described and
13 shown in the Landmark Designation Fact Sheet and other supporting materials contained in
14 Planning Department Record Docket No. 2021-000795DES. In brief, the Ingleside Terraces
15 Sundial and Sundial Park is eligible for local designation as it is associated with events that
16 have made a significant contribution to the broad patterns of San Francisco history and it
17 embodies the distinctive characteristics of a type, period, or method of construction.
18 Specifically, designation of the Ingleside Terraces Sundial and Sundial Park is proper given its
19 association with the development of residence park neighborhoods in San Francisco at the
20 beginning of the twentieth century, as an excellent example of the public landscape features
21 characteristic of residence park developments, and as a visual landmark associated with the
22 Ingleside Terraces neighborhood.

23 (c) The particular features that shall be preserved, or replaced in-kind as determined
24 necessary, are those generally shown in photographs and described in the Landmark
25

1 Designation Fact Sheet, which can be found in Planning Department Record Docket
2 No. _____, and which are incorporated in this designation by reference as though fully set
3 forth. Specifically, the following features shall be preserved or replaced in kind:

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5 materials of the Ingleside Terraces Sundial and Sundial Park identified as:

- 6 (A) Circular form of Sundial Park;
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- 10 (E) Circulation patterns and hardscape features, including form,
11 materials, and dimensions of concrete walkways, star-shaped paving,
12 curbs and steps;
- 13 (F) Cast concrete Doric, Ionic, Corinthian, and Tuscan columns and urns;
- 14 (G) Twelve cast concrete benches;
- 15 (H) Marble dedication plaque at base of Sundial; and
- 16 (I) "URICO" grate.

17
18 Section 4. Work Not Requiring a Certificate of Appropriateness.

19 The following scopes of work shall not require a Certificate of Appropriateness:

- 20 (a) Ordinary Maintenance and Repair

21 Ordinary maintenance and repair of the Landmark, for which a Certificate of
22 Appropriateness is not required pursuant to Article 10, includes but is not limited to ordinary
23 maintenance and repair of the Sundial structure and base, and of the benches, columns, urns,
24 and walkways, including paving materials, in Sundial Park.

1 (b) Replacement of Architectural Details

2 A Certificate of Appropriateness shall not be required if the proposed work is limited to
3 in-kind replacement of the benches in Sundial Park, including parts and components.

4 Section 5. Effective Date.

5 This ordinance shall become effective 30 days after enactment. Enactment occurs
6 when the Mayor signs the ordinance, the Mayor returns the ordinance unsigned or does not
7 sign the ordinance within ten days of receiving it, or the Board of Supervisors overrides the
8 Mayor's veto of the ordinance.

9
10 APPROVED AS TO FORM:
11 DENNIS J. HERRERA, City Attorney

12 By: /s Victoria Wong
13 VICTORIA WONG
14 Deputy City Attorney

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LANDMARK RESOLUTION RECOMMENDATION RESOLUTION NO. 1182

HEARING DATE: APRIL 7, 2021

Record No.: 2021-000795DES
Project Address: Ingleside Terraces Sundial and Sundial Park
Zoning: P - Public
OS Height and Bulk District
Block/Lot: 6917B/001
Project Sponsor: Planning Department
49 South Van Ness Avenue, Suite 1400
San Francisco, CA 94103
Property Owner: City and County of San Francisco
Public Works
49 South Van Ness Avenue, Suite 1600
San Francisco, CA 94103
Staff Contact: Frances McMillen 628-652-7376
Frances.McMillen@sfgov.org

RESOLUTION TO RECOMMEND TO THE BOARD OF SUPERVISORS LANDMARK DESIGNATION OF THE INGLESIDE TERRACES SUNDIAL AND SUNDIAL PARK, ASSESSOR'S PARCEL BLOCK NO. 6917B, LOT NO. 001, AS LANDMARK NO. XXX CONSISTENT WITH THE PURPOSES AND STANDARDS OF ARTICLE 10.

1. WHEREAS, on November 10, 2020, Supervisor Yee introduced a proposed Resolution under Board of Supervisors (hereinafter "Board") File No. 201299 to initiate the Landmark designation process for the Ingleside Terraces Sundial and Sundial Park, Assessor's Parcel Block No. 6917B, Lot No. 001; and
2. WHEREAS, on December 7, 2020, the Board of Supervisors at its Land Use and Transportation Committee meeting recommended unanimously to Recommend to the full Board approval of the Resolution to initiate Landmark Designation (Board File No. 201299); and
3. WHEREAS, on December 8, 2020, the Board voted unanimously to approve the Resolution to initiate Landmark Designation, and on December 18, 2020, Resolution No. 568-20 became effective (Board File No. 201299); and

4. WHEREAS, Department Staff, who meet the Secretary of Interior's Professional Qualification Standards, prepared the Landmark Designation Fact Sheet for the Ingleside Terraces Sundial and Sundial Park, which was reviewed for accuracy and conformance with the purposes and standards of Article 10; and
5. WHEREAS, the Historic Preservation Commission, at its regular meeting of April 7, 2021, reviewed Department staff's analysis of the Ingleside Terraces Sundial and Sundial Park historical significance pursuant to Article 10 as part of the Landmark Designation Fact Sheet dated April 7, 2021, and recommended Landmark designation through this Resolution; and
6. WHEREAS, the Historic Preservation Commission finds that the nomination of the Ingleside Terraces Sundial and Sundial Park as a Landmark is in the form prescribed by the Historic Preservation Commission and contains supporting historic, architectural, and/or cultural documentation; and
7. WHEREAS, the Historic Preservation Commission finds that the Ingleside Terraces Sundial and Sundial Park are eligible for local designation for association with the development of residence parks neighborhoods in San Francisco in the early twentieth century; and
8. WHEREAS, the Historic Preservation Commission finds that the designation of the Ingleside Terraces Sundial and Sundial Park is also proper given their significance as an excellent example of the public landscape features common to residence park developments of the period; and
9. WHEREAS, the Historic Preservation Commission finds that the designation of the Ingleside Terraces Sundial and Sundial Park is also proper given their significance as a visual landmark associated with the Ingleside Terraces neighborhood; and
10. WHEREAS, the Historic Preservation Commission finds that the Ingleside Terraces Sundial and Sundial Park meets two of the Historic Preservation Commission's four priority areas for designation: property types that are underrepresented among the City's designated landmarks and properties located in geographically underrepresented areas; and
11. WHEREAS, the Historic Preservation Commission finds that the Ingleside Terraces Sundial and Sundial Park meet the eligibility requirements of Section 1004 of the Planning Code and warrants consideration for Article 10 landmark designation; and
12. WHEREAS, the Historic Preservation Commission finds that the boundaries and the list of character-defining features, as identified in the Landmark Designation Fact Sheet, should be considered for preservation under the proposed landmark designation as they relate to the Ingleside Terraces Sundial and Sundial Park's historical significance and retain historical integrity; and
13. WHEREAS, the proposed designation is consistent with the General Plan priority policies pursuant to Planning Code, Section 101.1 and furthers Priority Policy No. 7, which states that landmarks and historic buildings be preserved, and will serve the public necessity, convenience and welfare pursuant to Planning Code, Section 302; and

14. WHEREAS, the Department has determined that landmark designation is exempt from environmental review, pursuant to CEQA Guidelines Section 15308 (Class Eight - Categorical); and,

THEREFORE BE IT RESOLVED that the Historic Preservation Commission hereby recommends to the Board of Supervisors approval of landmark designation of the Ingleside Terraces Sundial and Sundial Park, Assessor's Parcel Block No. 6917B, Lot No. 001 consistent with the purposes and standards of Article 10 of the Planning Code.

I hereby certify that the foregoing Resolution was adopted by the Historic Preservation Commission at its meeting on April 7, 2021.



Laura Lynch
Acting Commission Secretary

AYES: Black, Foley, Johns, Nageswaran, Pearlman, So, Matsuda

NOES: None

ABSENT: None

ADOPTED: April 7, 2021



LANDMARK DESIGNATION RECOMMENDATION EXECUTIVE SUMMARY

HEARING DATE: April 7, 2021

Record No.: 2021-000795DES
Project Address: Ingleside Terraces Sundial and Sundial Park
Zoning: P Public
OS Height and Bulk District
Block/Lot: 6917B/001
Project Sponsor: Planning Department
49 South Van Ness Avenue
Suite 1400
San Francisco, CA 94103
Property Owner: City and County of San Francisco
Public Works
49 South Van Ness Avenue
Suite 1600
San Francisco, CA 94103
Staff Contact: Frances McMillen 628-652-7376
Frances.mcmillen@sfgov.org

Recommendation: Recommend Landmark Designation to the Board of Supervisors

Property Description

The Ingleside Terraces Sundial and Sundial Park are located within the Entrada Court cul-de-sac in the Ingleside Terraces neighborhood.¹ The Ingleside Terraces neighborhood was established in 1911 and developed by the Urban Realty Improvement Company (URICO) led by architect and engineer Joseph A. Leonard (1850-1929). Ingleside Terraces is comprised of single-family homes largely constructed 1911 through the 1920s in a variety of architectural styles, including Craftsman, Mediterranean, Edwardian, Spanish Colonial Revival, and other period revival styles. The neighborhood was developed as a residence park composed of houses sited on large lots, curvilinear streets, neighborhood parks, and ornamental landscape features. Ingleside Terraces is bounded by

¹ Brandi, Richard. *Gardens in the City: San Francisco Residence Parks, 1906-1940 (Draft)*, prepared for the San Francisco Planning Department, October 2016, 75.

Ocean Avenue to the north, Ashton Avenue to the east, Holloway Avenue to the south, and Junipero Serra Boulevard on the west.

The Ingleside Terraces Sundial and the 155' diameter circular Sundial Park were completed in 1913. The sundial structure, or gnomon, measures 28 feet long and is 17 feet high with a 34-foot diameter concrete base featuring Roman numerals. The landscape is composed of winding concrete pathways and heart shaped planting beds representing the cardinal points. Four circular planting beds featuring star-shaped ornamental paving and cast concrete Doric, Ionic, Corinthian, and Tuscan columns are located between the pathways. Cast concrete urns atop the columns feature bas-reliefs of the four stages of man, four seasons of the year, and four periods of the day. Three concrete benches, twelve in total, are located adjacent to each of the columns.

Project Description

The Historic Preservation Commission is requested to make a recommendation to the Board of Supervisors regarding Landmark designation of the Ingleside Terraces Sundial and Sundial Park. The pending Landmark designation was initiated by the Board of Supervisors.

The item before the HPC is consideration of a Resolution to Recommend Article 10 landmark designation of the subject property to the Board of Supervisors under Article 10 of the Planning Code, Section 1004.1.

Compliance With Planning Code

On November 10, 2020, Supervisor Norman Yee introduced a proposed Resolution under Board of Supervisors (hereinafter "Board") File No. 201299 to initiate the Landmark designation process for the Ingleside Terraces Sundial and Sundial Park. At the Land Use and Transportation Committee of the Board hearing on December 7, 2020, the Committee voted unanimously to Recommend to the full Board approval of the Resolution to initiate Landmark Designation. On December 8, 2020, the Board voted unanimously to approve the Resolution, and on December 18, 2020, Resolution 568-20 became effective.

Article 10 of the Planning Code.

The executive summary and analysis under review was prepared by Department preservation staff, who meet the Secretary of the Interior's professional qualifications. The Department has determined that the subject property meets the requirements for eligibility as an individual landmark pursuant to Article 10 of the Planning Code. The justification for its inclusion is explained in detail in the attached Landmark Designation Fact Sheet, and briefly in this Executive Summary.

Significance: The Ingleside Terraces Sundial and Sundial Park are significant for their association with the development of the Ingleside Terraces, a residence park neighborhood developed beginning in 1911 through the 1920s. The Ingleside Terraces Sundial and Sundial Park are also significant as an excellent example of the public landscape features common to residence park developments of the period and a visual landmark associated with the Ingleside Terraces neighborhood.

Underrepresented Landmark Types: The proposed landmark designation addresses two of the Historic Preservation Commission's four priority areas for designation, which includes the designation of buildings or sites

located in geographically underrepresented areas and property types underrepresented among the city's landmarks. There are currently three landmarks in Ingleside Terraces and greater Ocean View, Merced Heights, and Ingleside neighborhoods: Joseph Leonard/Cecil F. Poole House (Landmark No 213), El Rey Theater (Landmark No 274), and the Ingleside Presbyterian Church and the Great Cloud of Witnesses (Landmark No 273). There are currently only a few objects, landscapes, landscape or streetscape features among the City's landmarks. These include the Murphy Windmill and Millwright's Cottage (Landmark No 210), Dutch Windmill (Landmark No 147), Doggie Diner Sign (Landmark No 254), Washington Square Park (Landmark No 226) and Path of Gold Light Standards (Landmark No 200).

Integrity: The Ingleside Terraces Sundial and Sundial Park maintain a high level of integrity. The subject property has undergone some alterations over time but retains integrity to convey its historic and cultural significance. See Page 1 of the attached Landmark Designation Fact Sheet for further analysis.

Character-Defining Features: The Ingleside Terraces Sundial and Sundial Park's character-defining features include:

- Circular form of Sundial Park
- Sundial structure (gnomon) measuring 17' height and 28' length
- 34-foot diameter concrete base with Roman numerals
- Form and location of planting beds
- Circulation patterns and hardscape features, including form, materials, and dimensions of concrete walkways, star-shaped ornamental paving, curbs and steps
- Cast concrete Doric, Ionic, Corinthian and Tuscan columns and urns
- Twelve cast concrete benches
- Marble dedication plaque at base of Sundial
- "URICO" grate

Boundaries of the Landmark: The proposed Landmark site encompasses all of Assessor's Parcel Block No. 6917B, Lot No. 001.

General Plan.

The Urban Design Element of the San Francisco General Plan contains the following relevant objectives and policies:

OBJECTIVE 2
CONSERVATION OF RESOURCES THAT PROVIDE A SENSE OF NATURE, CONTINUITY WITH THE PAST, AND FREEDOM FROM OVERCROWDING.

Policy 4
Preserve notable landmarks and areas of historic, architectural or aesthetic value, and promote the preservation of other buildings and features that provide continuity with past development.

Designating significant historic resources as local landmarks will further continuity with the past because the buildings will be preserved for the benefit of future generations.

Planning Code Section 101.1 – Eight Priority Policies establishes and requires review of permits for consistency with said policies. On balance, the proposed designation is consistent with the priority policies, and furthers Policy Number 7, which states that landmarks and historic buildings be preserved.

Landmark Designation Procedures

Action by Historic Preservation Commission.

The Historic Preservation Commission on February 4, 2009, by Resolution No. 001, adopted the National Register Criteria as its methodology for recommending landmark designation of historic resources. Under the National Register Criteria, the quality of significance in American history, architecture, archaeology, engineering, and culture is present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, feeling, materials, workmanship, and association, and that are associated with events that have made a significant contribution to the broad patterns of our history; or that are associated with the lives of persons significant in our past; or that embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or represent a significant and distinguishable entity whose components may lack individual distinction; or properties that have yielded, or may likely yield, information important in prehistory or history.

Article 10 of the Planning Code.

Section 1004 of the Planning Code authorizes the landmark designation of an individual structure or other feature or an integrated group of structures and features on a single lot or site, having special character or special historical, architectural or aesthetic interest or value, as a landmark. Section 1004.1 also outlines that landmark designation may be initiated by the Board of Supervisors or the Historic Preservation Commission and the initiation shall include findings in support. Section 1004.2 states that once initiated, the proposed designation is referred to the Historic Preservation Commission for a report and recommendation to the Board of Supervisors to approve, disapprove or modify the proposal.

Pursuant to Section 1004.3 of the Planning Code, if the Historic Preservation Commission approves the designation, a copy of the resolution of approval is transmitted to the Board of Supervisors and without referral to the Planning Commission. The Board of Supervisors shall hold a public hearing on the designation and may approve, modify or disapprove the designation.

In the case of the initiation of a historic district, the Historic Preservation Commission shall refer its recommendation to the Planning Commission pursuant to Section 1004.2(c). The Planning Commission shall have 45 days to provide review and comment on the proposed designation and address the consistency of the proposed designation with the General Plan, Section 101.1 priority policies, the City's Regional Housing Needs Allocation, and the Sustainable Communities Strategy for the Bay Area. These comments shall be sent to the Board of Supervisors in the form of a resolution.

Section 1004(b) requires that the designating ordinance approved by the Board of Supervisors shall include the location and boundaries of the landmark site, a description of the characteristics of the landmark which justify its designation, and a description of the particular features that should be preserved.

If the Historic Preservation Commission approves the proposed designation recommendation, a copy of the resolution of approval is transmitted to the Board of Supervisors, which holds a public hearing on the designation and may approve, modify or disapprove the designation (Section 1004.4). If the Historic Preservation Commission disapproves the proposed designation, such action shall be final, except upon the filing of a valid appeal to the Board of Supervisors within 30 days (Section 1004.5).

Public / Neighborhood Input

The Department is not aware of any opposition to the landmark designation of the Ingleside Terraces Sundial and Sundial Park. Several letters in support of the landmark designation were submitted to the Board of Supervisors during the Board review of the initiation to designate the site. These letters are attached as part of the Board of Supervisors resolution package.

Issues & Other Considerations

- **Property owner input:** On February 11, 2021 and March 19, 2021, the Department notified the property owner, Public Works, and the Ingleside Terraces Homes Association, who is responsible for the maintenance of the site, of the recommendation hearing scheduled for April 7, 2021.

Environmental Review Status

The Planning Department has determined that actions by regulatory agencies for protection of the environment (specifically in this case, landmark designation) are exempt from environmental review, pursuant to CEQA Guidelines Section 15308 (Class Eight - Categorical).

Basis for Recommendation

The Ingleside Terraces Sundial and Sundial Park are significant for their association with the development of residence parks neighborhoods in San Francisco in the early twentieth century. The Ingleside Terraces Sundial and Sundial Park are also significant as an excellent example of the public landscape features common to residence park developments of the period. The Ingleside Terraces Sundial and Sundial Park are further significant as a visual landmark associated with the Ingleside Terraces neighborhood.

ATTACHMENTS

Draft Resolution Recommending Landmark Designation
Exhibit A – Landmark Designation Fact Sheet

Exhibit B – Maps and Context Images

Exhibit C – Draft Landmark Designation Ordinance

Exhibit D – Board of Supervisors Resolution 568-20

Exhibit E – Board of Supervisors December 7, 2020 initiation hearing packet



ARTICLE 10 LANDMARK DESIGNATION FACT SHEET

Historic Name:	Ingleside Terraces Sundial and Sundial Park
Address:	Entrada Court
Block/ Lot(s):	6917B/001
Parcel Area:	16,509 sq ft
Zoning:	P – Public
Year Built:	1913
Architect:	Joseph A. Leonard
Prior Historic Studies/Other Designations:	The Ingleside Terraces Sundial and Sundial Park are included in the Ingleside Terraces section of <i>San Francisco’s Ocean View, Merced Heights, and Ingleside (OMI) Neighborhoods 1862-1959 Historic Context Statement</i> adopted by the HPC in 2010.
Prior HPC Actions:	None
Significance Criteria:	<u>Events</u> : Associated with events that have made a significant contribution to the broad patterns of our history. <u>Architecture/Design</u> : Embodies the distinctive characteristics of a type, period, or method of construction, and/or represents the work of a master.
Period of Significance:	1913
Statement of Significance:	The Ingleside Terraces Sundial and Sundial Park are significant for their association with the development of residence parks neighborhoods in San Francisco in the early twentieth century. The Ingleside Terraces Sundial and Sundial Park are also significant as an excellent example of the public landscape features common to residence park developments of the period. The Ingleside Terraces Sundial and Sundial Park are further significant as a visual landmark associated with the Ingleside Terraces neighborhood.
Assessment of Integrity:	The Ingleside Terraces Sundial and Sundial Park maintains a high level of integrity. The seven aspects of integrity as defined by the National Park Service (NPS) and the National Register of Historic Places (NRHP) are location, design, materials, workmanship, setting, feeling, and association. ¹

¹ “How to Apply the National Register Criteria for Evaluation,” *National Register Bulletin*, U.S. Department of the Interior, National Park Service, 1995, p. 44.

	<p>The Ingleside Terraces Sundial and Sundial Park, constructed in 1913, retains a high degree of integrity to convey their historic and cultural significance. The subject property retains a high degree of integrity of location, materials, design, association, workmanship, setting, and feeling.</p> <p>The subject property has undergone some alterations over time. These include the removal of an original reflecting pool and fountain, planting beds, and the replacement of vegetation with hardscape surrounding the Roman numerals at the base of the gnomon.</p>
<p>Character-Defining Features:</p>	<ul style="list-style-type: none"> • Circular form of Sundial Park • Sundial structure (gnomon) measuring 17’ height and 28’ length • 34-foot diameter concrete base with Roman numerals • Form and location of planting beds • Circulation patterns and hardscape features, including form, materials, and dimensions of concrete walkways, star-shaped ornamental paving, curbs and steps • Cast concrete Doric, Ionic, Corinthian, and Tuscan columns and urns • Twelve cast concrete benches • Marble dedication plaque at base of Sundial • “URICO” grate

Statement of Significance Summary

The Ingleside Terraces Sundial and Sundial Park are significant for their association with the development of residence park neighborhoods in San Francisco in the early twentieth century and as an excellent example of the public landscape features common to residence park neighborhoods of the period. The Ingleside Terraces Sundial and Sundial Park are also significant as a visual landmark associated with the Ingleside Terraces neighborhood.

Description and History

The Ingleside Terraces Sundial and Sundial Park are located within the Entrada Court cul-de-sac in the Ingleside Terraces neighborhood.² The Ingleside Terraces neighborhood was established in 1911 and developed by the Urban Realty Improvement Company (URICO) led by architect and engineer Joseph A. Leonard (1850-1929). Ingleside Terraces is comprised of single-family homes largely constructed 1911 through the 1920s in a variety of architectural styles, including Craftsman, Mediterranean, Edwardian, Spanish Colonial Revival, and other period revival styles. The neighborhood was developed as a residence park composed of houses sited on large lots, curvilinear streets, neighborhood parks, and ornamental landscape features. Ingleside Terraces is bounded by Ocean Avenue to the north, Ashton Avenue to the east, Holloway Avenue to the south, and Junipero Serra Boulevard on the west.

² Brandi, Richard. *Gardens in the City: San Francisco Residence Parks, 1906-1940 (Draft)*, prepared for the San Francisco Planning Department, October 2016, 75.

The Ingleside Terraces Sundial and 155' diameter circular Sundial Park were completed in 1913. The sundial structure, or gnomon, measures 28 feet long and is 17 feet high with a 34-foot diameter concrete base featuring Roman numerals. The landscape is composed of winding concrete pathways and heart shaped planting beds representing the cardinal points. Four circular planting beds featuring star-shaped ornamental paving and cast concrete Doric, Ionic, Corinthian, and Tuscan columns are located between the pathways. Cast concrete urns located atop the columns feature bas-reliefs of the four stages of man, four seasons of the year, and four periods of the day. Three concrete benches, twelve in total, are located adjacent to each of the columns.

Events: Residence Parks

The Ingleside Terraces Sundial and Sundial Park are significant for their association with the development of residence parks in San Francisco in the early twentieth century. As detailed by Richard Brandi in his study *Gardens in the City: San Francisco Residence Parks, 1906-1940*,³ residence parks were

Influenced by nineteenth-century American suburban ideals and the City Beautiful movement, local developers created subdivisions of spacious and thoughtfully designed single-family houses surrounded by classically inspired landscaping—many to appeal to buyers from growing professional and managerial classes, with some designed specifically for middle-class incomes. Called “residence parks” to emphasize the park-like setting, they were also called “restricted parks” because of deed covenants that tightly controlled construction and use. Common examples of these restrictions include front setback requirements, defined minimum construction costs, landscaping guidelines, prohibition of commercial buildings, and excluding ownership or occupancy by minority races and ethnicities.

The origins of residence parks can be found in earlier movements to create master-planned communities called “garden suburbs.” Independent, self-sufficient entities with shops and buildings, garden suburbs were planned communities with artistic and almost pastoral elements, residential retreats from cities, but connected to work in cities by train, streetcar, or automobile...The early twentieth century saw the greatest popularity in creating these communities...at least twenty garden suburbs built before 1900 in the United States, and 145 by 1920.⁴

According to Brandi, San Francisco’s residence park neighborhoods “...arose from the confluence of several local forces: the Burnham Plan for San Francisco, with its emphasis on order and beauty; the drive to rebuild after the 1906 earthquake and fire; competition and emulation of new East Bay subdivisions; the availability of the 1,200-acre Rancho San Miguel land; streets improvements and the rise of automobiles; and the creation of the Municipal Railway.”⁵ Residence park neighborhoods in San Francisco include Jordan Park (1906), West Clay Park (1910), Forest Hill and Forest Hill Extension (1912), St. Francis Wood (1912), Sea Cliff (1912), and Balboa Terrace (1920).

City Beautiful movement planners and architects hoped to instill civic pride and moral uplift through the redesign of cities often employing Beaux Arts and Neoclassical designs for public buildings and city plans. “The City Beautiful ideals were put forth in an effort to create beautiful places within the city and hence combat the

³ The eight neighborhoods included in Brandi’s study are: Jordan Park, West Clay Park, Ingleside Terraces, Forest Hill, Forest Hill Extension, St. Francis Wood, Sea Cliff, Lincoln Manor and Balboa Terrace.

⁴ Brandi, 3.

⁵ Brandi, 18.

messiness and chaos that industry had brought to urban life.”⁶ The movement led to the creation of new city park systems, parkways, grand boulevards and monumental public buildings in large and small American cities and influenced the design and development of residential subdivisions.

As Woody LaBounty describes in his book, *Ingleside Terraces: Racetrack to Residence Park*, the manifestation of City Beautiful ideals in residential developments meant “radial street plans with wide scenic boulevards to replace narrow grids; more parkland, fountains, and statues; well-proportioned civic buildings in the Beaux Arts neoclassical style of Paris; and a stricter separation of business districts from home life.”⁷ In residence parks “home was a retreat for the white-collar workingman, a refuge where he and his family escaped the vices of the city to meditate on higher thoughts aided by landscaping that included ornamental street elements such as benches, stairways, plinths, urns, gates, and fountains intended to evoke classical times.”⁸

Ingleside Terraces

In 1910, Thomas Williams, owner of the Ingleside Racetrack, announced his plans to subdivide the track into lots for houses. Located on a section of Rancho San Miguel purchased by Adolph Sutro in 1880, Williams acquired the land in 1894 and opened the track the following year. It was hoped the new track would encourage a population influx in the surrounding area, but development never materialized.⁹ The area was sparsely populated at the time racing ceased in 1905. That changed in the years immediately following the 1906 Earthquake and Fire as hundreds of people left homeless by the disaster fled the burned parts of the city.¹⁰

The massive displacement caused by the earthquake and fire finally spurred development long anticipated in the area. Encouraged by nearby residential and commercial development, and the promise of the construction of the Twin Peaks Tunnel, in January 1910, Williams announced plans to subdivide the track into lots for houses. In announcing the sale, Williams informed reporters of his vision for the site. “There will be no square or straight streets in the tract. The whole area will be laid out in the highest style of the landscape gardener’s art. There will be winding boulevards bordered with lawns, trees and flowers... It is our intention to make a beautiful residence park out of the property.”¹¹ Joseph Leonard purchased the property in February 1910 for \$400,000. Upon purchasing the land, Leonard announced, “No expense will be spared in improving and building up the tract with suburban homes so as to make it an ideal residence park.”¹²

Joseph Leonard

Born near Dallas, Texas in 1850 and trained in mechanical engineering in New York and architecture in Philadelphia, Joseph Leonard arrived in California in 1883. He settled in San Francisco and worked as a contractor during his first years in the city, but his business failed. After declaring bankruptcy, Leonard left San

⁶ Works, Martha Adrienne. *Creating and Recreating an Ideal: The Role of Historic Landscapes in a Rapidly Changing Urban Area*, Yearbook of the Association of Pacific Coast Geographers, 1998, Vol. 60, 40; Stewart, Eric. Victorian Sprawl: Streetcar Technology and the Suburban Ideal in Los Angeles, 1870–1920. *California History*, vol. 93, no. 2, 2016, pp. 17–30. JSTOR, www.jstor.org/stable/26412661. Accessed 13 Mar. 2021.

⁷ LaBounty, Woody, *Ingleside Terraces: San Francisco Racetrack to Residence Park*, Outside Lands Media 2012, 54.

⁸ LaBounty, Woody, 54.

⁹ Brandi, 74.

¹⁰ LaBounty, 51-53.

¹¹ LaBounty, 54-55.

¹² LaBounty, 56-57.

Francisco and moved to Alameda. There, he became a partner in a real estate firm and took over the business in 1888 upon the retirement of his partner.

During his time in Alameda, Leonard participated in its transformation from “a small town of cottages, oak trees, and farms into a fashionable suburb.”¹³ He was a master promoter and in a short time became the community’s most successful real estate agent and the town’s primary builder. In 1890, Leonard’s company on average sold a house a week. In what became known as “Leonardville” on Alameda’s south shore, he erected more than 70 two-story houses designed in his take on the Queen Anne style. Following a slow in his business due to a nationwide depression and a costly failed expedition to find gold in Alaska during the Klondike Gold Rush in the late 1890s, Leonard was forced to sell the mansion he had designed for himself and his family and move back to San Francisco.¹⁴

In San Francisco, Leonard started to rebuild his business and founded the San Francisco and Suburban Home Building Society.¹⁵ He constructed modest row houses and flats in the city and in Berkeley. In 1905, he obtained a major commission to collaborate on the design of a temple for the Vedanta Society of Northern California. The Edwardian-era building (2963 Webster Street), “an Exotic Eclectic combination with Indian/Mogul-influenced arcading and elaborate ogee-arched windows” was completed in 1908.¹⁶ Following the 1906 Earthquake and Fire, he partnered with his son George L. Leonard and became one of a small number of construction companies contracted to build housing for residents left homeless by the disaster. The Leonard firm constructed more than 2,000 cottages for displaced San Franciscans.¹⁷

Having recovered from his Alameda losses, by 1906 Leonard was working as general manager with the San Francisco and Suburban Home Building Society on the development of Jordan Park. Located in the Inner Richmond, Jordan Park was one of San Francisco’s earliest residence park developments and is comprised of large lots of single-family detached homes on a grid pattern of wide streets featuring planting strips. Leonard’s involvement with Jordan Park was brief, but during his time with the development he designed some of the first buildings in the tract.¹⁸

Following his departure from Jordan Park and the San Francisco and Suburban Home Building Society, Leonard established the Urban Realty Improvement Company (URICO) with architect Charles A. Murdock and real estate brokers James Brownell and Thomas Magee in 1909. George Leonard served as assistant manager. One of URICO’s first projects was the development of Richmond Heights, a two-block tract from 9th to 11th avenues and bounded by Anza and Balboa streets. The 104-lot development made use of the existing street grid and sited

¹³ LaBounty, 56-57.

¹⁴ LaBounty, 56-57 ; Brandi, 163; San Francisco Planning Department, Ingleside Presbyterian Church and Community Center and *The Great Cloud of Witnesses*, Landmark Designation Report, 2016, 13.

¹⁵ Also referred to as the San Francisco and Suburban Home Building Company in real estate sales and in Woody LaBounty’s *Ingleside Terraces: San Francisco Racetrack to Residence Park*, Outside Lands Media, 2012.

¹⁶ Brandi, 163-164; San Francisco Planning Department, Ingleside Presbyterian Church and Community Center and *The Great Cloud of Witnesses*, Landmark Designation Report, 2016, 13-14.

https://default.sfplanning.org/Preservation/landmarks_designation/hp_InglesidePresbyterianMural_DesignationReport_FINAL.pdf

¹⁷ LaBounty, 58.

¹⁸ Brandi, 164; LaBounty, 58.

homes on wide lots and imposed building restrictions.¹⁹ As noted in the landmark designation report for the Joseph Leonard designed Ingleside Presbyterian and Community Center, in Richmond Heights, “Leonard drew ‘the most drastic restrictions’ . . .to ensure that the homeowners knew their homes would always be in a residential neighborhood.”²⁰

Nearly a year after acquiring the Ingleside Racetrack property, in November 1911, Leonard announced the sale of lots measuring from 50 to 150 wide in Ingleside Terraces. The lots would be terraced to create unobstructed views of the Pacific and Lake Merced. Houses would be no closer than fourteen feet to one another or twelve feet to the sidewalk. The first houses were completed in 1912, among them Joseph and George Leonard’s personal homes (Joseph Leonard/Cecil A. Poole House, 90 Cedro Way, Landmark No. 213). By the end of the year, thirty-eight houses were occupied or under construction. Leonard designed most of the first houses in popular Craftsman and Edwardian styles. The houses were substantial in size and ranged in price from \$6,000 to \$20,000.²¹

Ingleside Terraces, like Richmond Heights and many other residence park developments, included restrictions on what owners could or could not do to their lots, as well as who could or could not own, lease, or reside in the neighborhood. Restrictive residential covenants were “legally binding obligations written into the deed of a property that included mandating single-family residency, side yard clearances, street setbacks and even racial restrictions that prohibited non-whites from living or owning a property.”²² Numerous residence park developments in San Francisco included deeds or restrictive covenants stipulating who could or could not own or live in the community. Prior to Ingleside Terraces, at least two residence park style neighborhoods, Presidio Terrace, developed in 1905, prohibited occupancy to people of color, as did West Clay Park, established in 1910.²³ Along with Ingleside Terraces’ deed restrictions related to use and construction was the requirement that “no person of African, Japanese, Chinese, or any Mongolian descent shall be allowed to purchase, own, lease or occupy said real property or any part thereof.”²⁴ The 1948 Supreme Court decision *Shelley v. Kramer* found racially restrictive housing covenants unconstitutional, but they remained in effect until passage of the 1968 Fair Housing Act.²⁵

Architecture/Design: Landscape Features

The Ingleside Terraces Sundial and Sundial Park are significant as distinctive examples of the ornamental landscape features common to residence park developments of the early twentieth century. These included grand entrances with stone pillars or other entry structures, curvilinear streets, neighborhood parks and landscaped streetscapes, fountains, benches, and other site furnishings.

¹⁹ LaBounty, 60-61; Brandi, 77.

²⁰ Brandi, 164; San Francisco Planning Department, *Ingleside Presbyterian Church and Community Center and The Great Cloud of Witnesses*, Landmark Designation Report, 2016, 12; LaBounty, 60-61.

²¹ LaBounty, 64, 77-78; Brandi, 77, 80.

²² San Francisco Planning Department, *Ingleside Presbyterian Church and Community Center and The Great Cloud of Witnesses*, Landmark Designation Report, 2016, 13.

²³ Brandi, 22, 71.

²⁴ Brandi, 79; LaBounty, 88-89.

²⁵ National Historic Landmarks Program, National Park Service, U.S. Department of the Interior, *Civil Rights in America: A Framework for Identifying Significant Sites*, 2008, 34.

In February 1913, the *San Francisco Call* ran a lengthy profile of the Joseph Leonard, praising his vision for the new neighborhood, referring to it as “destined, because of the magic of the Leonard touch, to be the most desirable residence neighborhood west of Chicago.” The profile went on, “It was the Leonard idea...that Ingleside should become in all purposes a well ordered private park, a palace of beautiful dwellings on ample grounds, free from the dangers of crowded streets, with plenty of room for little ones to romp and play and live a healthy outdoor life.”²⁶

The development featured numerous ornamental landscape features and amenities, including small parks and landscaped medians along the streets and cul-de-sacs. George Leonard designed entrance gateways along Junipero Serra Boulevard and Ocean Avenue. The imposing rusticated Colusa sandstone pillars with globe electric lights featured an ironwork archway announcing the name of the development. Entrances along Ocean Avenue were outfitted with similar stone pillars and entries along Ashton Avenue featured structures with stone benches, pillars, and planters. The racetrack was incorporated into the development’s design. Engineer E.J. Morser subdivided the site’s 148 acres into 792 house lots “positioned within and around the loop of the old racetrack.” Urbano Drive followed the inner racetrack’s oval alignment.²⁷

As the neighborhood development progressed, the *San Francisco Call* reported in May 1913, “Ingleside Terraces is one of the largest and best improved residence parks ever laid out in this city. It has many attractive features that cannot be found elsewhere...” One of the features the newspaper noted was the sundial. “In one of its beautiful little parks, there is being constructed the largest sundial in the world, and other novel attractions add to the charm of this new residential district.”²⁸

Sundial and Sundial Park

As Woody LaBounty notes in his book on the neighborhood, the first mention of the sundial in May 1913 was unusual for Leonard and URICO. The construction of other less prominent landscape features, such as the entrance gates, were covered in detail in advertisements for the development, suggesting the sundial may have been an effort to draw customers away from other residence park neighborhoods competing to attract buyers through their lavish ornamentation, including the loggia and fountains under construction at the entrance to St. Francis Wood or the prominent staircase at Forest Hills.²⁹

URICO marketed the sundial, inaccurately, as the world’s largest and employed the dramatic landscape feature and its surrounding park to attract potential residents to Ingleside Terraces.

A few minutes’ ride by trolley out of the deafening roar of the business center of San Francisco there is a garden spot---a green amphitheater overlooking the shining reaches of the blue Pacific. It spreads out under the sun like an old Italian villa. By a series of velvety terraces, the uppermost of which is crowned

²⁶ “The Story of Joseph Leonard, Home Builder; One Man’s Work in the City’s Transformation,” *San Francisco Call*, February 23, 1913; San Francisco Planning Department, Ingleside Presbyterian Church and Community Center and *The Great Cloud of Witnesses*, Landmark Designation Report, 2016, 13.

²⁷ Brandi, 74-75, 77; LaBounty, 70-71.

²⁸ “New Car Line is Inaugurated Today,” *San Francisco Call*, May 3, 1913, 12.

²⁹ LaBounty, 104

by a thick wood of pine and cedar, it drops down to a sunken garden wherein lies a great stone sundial, the largest and most magnificent sundial in the world.³⁰

The sundial was featured in several articles and advertisements leading up to its dedication on October 10, 1913. With the Coast Artillery Band playing and reportedly more than a thousand people in attendance, including City Engineer Michael O'Shaughnessy and Supervisor Charles Murdock, Joseph Leonard put on an elaborate performance to dedicate the sundial and park.³¹ Bleachers for spectators and lights surrounded the circular park and Leonard enlisted forty-eight adults and eleven children who resided in Ingleside Terraces, some in robes and headpieces, to perform in a "strikingly original allegorical performance" in celebration of the new park. A boy and a girl dressed in costume danced up to the reflecting pool at the center of the sundial "where they released a 'water nymph' who rose in her skirts to wave a wand that cued the colored lights of the park and the unveiling of the sundial's gnomon." The performance included children leading two storks towing babies in carriages around the sundial once the "water nymph" finished her dance.³²

The grand ceremony dedicating the sundial and park was planned to coincide with a significant global event: the meeting of the Atlantic and Pacific oceans during the construction of the Panama Canal. The celebration was to get underway at 8:00 PM, the same time the oceans were to meet. Leonard attempted to equate the future completion of the tunnel with the Panama Canal. As noted in a promotional brochure below an image of the oceans depicted as two women, "The Panama Canal Unites the Atlantic and the Pacific. The Twin Peaks Tunnel Unites San Francisco and Ingleside Terraces."³³

Following the dedication, the sundial was featured frequently in ads and articles on the neighborhood. In the weeks following the ceremony, reportedly, "eastern publications" requested data and photographs of the "big sun timepiece" and referred to Ingleside Terraces as "distinctive from any other residence park in the country."³⁴ An article in the *Call* reported that a leading landscape engineering journal in Paris also requested photographs "and a description of the beautiful sundial park, its allegorical medallions, seal fountain and the largest sundial in the world. Similar requests have been received from the leading engineering and landscape publications in a number of the large cities of the east."³⁵ The *San Francisco Call* also reported the sundial attracted large crowds in an early November Twin Peaks automobile excursion the paper hosted.

Ingleside Terraces slowly developed during the 1910s with an average of 15 houses constructed each year through 1921. Following the end of World War I and the completion of the Twin Peaks Tunnel in 1918, sales increased, but greater progress in the sale and construction of homes followed the retirement of Joseph Leonard and the establishment of Leonard & Holt, George Holt's company with Charles L. Holt. Under their leadership hundreds of homes were completed by the end of the 1920s by allowing other firms to buy and develop tracts

³⁰ Brandi, Richard and Woody LaBounty, *Ocean View, Merced Heights, and Ingleside (OMI) Neighborhoods 1862-1959*, 2010, 32.

³¹ LaBounty, 107; *San Francisco Call*, October 4, 1913; Ingleside Terraces Sundial: The Story of this Mysterious Monolith, Western Neighborhoods Project, <https://www.outsidelands.org/sundial.php>.

³² LaBounty, 107; Brandi and LaBounty, 32.

³³ LaBounty, 107; Brandi and LaBounty, 32.

³⁴ "An Allegorical Pageant at Ingleside," *San Francisco Call*, October 4, 1913, 11; "Ingleside Terraces Are Praised in the East," *San Francisco Examiner*, November 9, 1913, 13.

³⁵ "World's Engineers Want City's Plans," *San Francisco Call Bulletin*, November 15, 1913, 9.

within Ingleside Terraces. Many of the new homes were smaller and offered at more modest prices than those designed by Joseph Leonard and constructed during the earlier years of the development.³⁶

As Ingleside Terraces' housing stock grew in the 1920s, the development's signature landscape feature fell into disrepair. By the end of the decade the reflecting pool and seal sculpture had been removed and the flower beds at the base of the sundial had been replaced by hardscape. The Ingleside Terraces iron archway at the Junipero Serra Boulevard entrance were removed. In 1938, the Ingleside Terraces Homes Association (ITHA) was founded as "a permanent organization in order to protect the residential character of the district and to maintain the various decorative parks and courts in a manner appropriate with the exclusive appearance of the residences of the tract."³⁷ Other organizations, some informal or more focused on social events, had existed within the neighborhood prior to the founding of the ITHA. The new organization took over landscape maintenance from URICO along with enforcing other restrictions within the neighborhood. Due to the costly repairs and maintenance expenses the ITHA removed or replaced some of Ingleside Terraces landscape features, including the light fixtures atop the entrance gates and benches at the Ocean Avenue entries. With the exception of the removal of the reflecting pool, fountain, and the planting bed at the base of the sundial, the sundial and sundial park have largely remained unaltered since their completion in 1913.

Visual Landmark

The Ingleside Terraces Sundial and Sundial Park serve as a visual landmark for the Ingleside Terraces neighborhood. Unlike prominent entrance structures and gates announcing a development, the sundial and park are located within the neighborhood and have become a symbol of the community's identity. The sundial serves as the logo for the Ingleside Terraces Homes Association and has been the site of community gatherings, celebrations and acted as an unsanctioned playground structure for generations of the neighborhood's children.

³⁶ LaBounty, 123; Brandi, 77-79.

³⁷ LaBounty, 142-143.

Photos

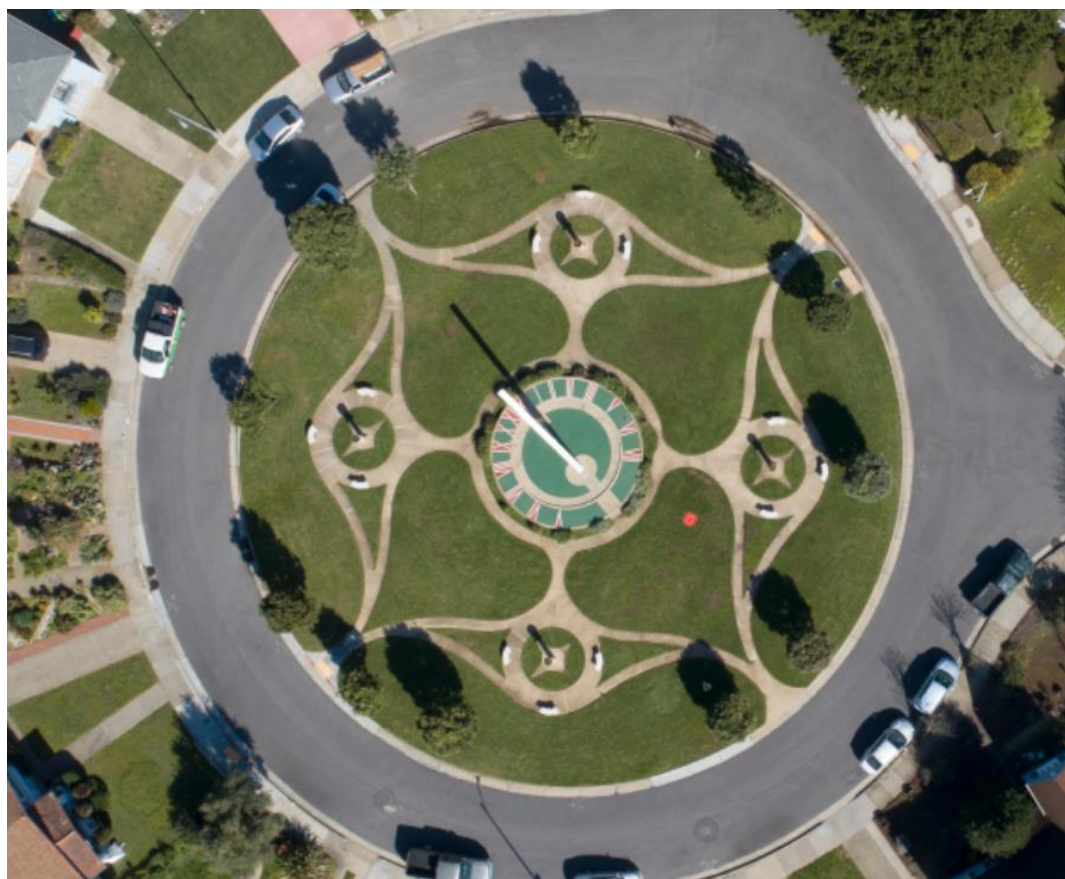


Ingleside Terraces Sundial and Sundial Park, SF Heritage photo included in Board File No. 201299, top; Benches, urns, star-shaped ornamental paving, and walkways, Google, bottom.





1913, Western Neighborhoods Project – wnp4.17, top; The Mercury News, Jane Tyska/Bay Area News Group, bottom,
<https://www.mercurynews.com/wp-content/uploads/2020/02/SJM-L-10COOL-0223-18.jpg?w=1280>





Ionic column, urn, and benches, top; Marble dedication plaque, bottom. Ingleside Terraces Sundial, HALS CA-99, <https://www.loc.gov/pictures/item/ca4152/>





URICO Grate, Ingleside Terraces Sundial, HALS CA-99, <https://www.loc.gov/pictures/item/ca4152/>

FW: Case No. 2021-000795DES - Sundial

Son, Chanbory (CPC) <chanbory.son@sfgov.org>

Wed 4/7/2021 9:13 AM

Cc: McMillen, Frances (CPC) <frances.mcmillen@sfgov.org>

Commissioners,
Please see below.

**Thank you,
Chanbory Son, Executive Secretary
Commission Affairs**

San Francisco Planning

49 South Van Ness Avenue, Suite 1400, San Francisco, CA 94103

Direct: 628.652.7346 | www.sfplanning.org

[San Francisco Property Information Map](#)

Due to COVID-19, San Francisco Planning is operating remotely, and the City's Permit Center is open on a limited basis. Our staff are [available by e-mail](#), and the Planning and Historic Preservation Commissions are convening remotely. The public is [encouraged to participate](#). Find more information on our services [here](#).

From: McMillen, Frances (CPC) <frances.mcmillen@sfgov.org>

Sent: Wednesday, April 07, 2021 5:39 AM

To: CTYPLN - COMMISSION SECRETARY <CPC.COMMISSIONSECRETARY@sfgov.org>

Subject: Fw: Case No. 2021-000795DES - Sundial

Hello,

We received the message below regarding item 2021-000795DES.

Thank you!

Frances

Frances M. McMillen

Senior Planner | Preservation—Landmarks & Designations

San Francisco Planning Department

49 South Van Ness Avenue, Suite 1400, San Francisco, CA 94103

Direct: 628.652.7376 | www.sfplanning.org

[San Francisco Property Information Map](#)

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From: Patricia Duff <pjduff@sbcglobal.net>

Sent: Wednesday, April 7, 2021 1:52 AM

To: McMillen, Frances (CPC) <frances.mcmillen@sfgov.org>

Cc: Mark Scardina <president@ithasf.org>; Suzanne McDonnell <designreview@ithasf.org>

Subject: Case No. 2021-000795DES - Sundial

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

I strongly encourage and support the designation of the Ingleside Terraces Sundial and Park as a historic Landmark.

It is the central feature of our beautiful historic neighborhood, one of the first residential parks in San Francisco. Urban Realty Company marked the construction of the Panama Canal and promoted the opening of their planned community of terraced homesites set among curvilinear streets by holding a grand celebration at the Sundial and Park.

For the past 100 plus years neighbors have gathered at the Sundial for various community events including the Ingleside Terraces annual picnic and holiday sing along.

I would like my comments to become part of the hearing record.

Thank-you,

Patricia J. Duff, Resident
60 DeSoto Street
San Francisco
(415) 385-1675

Sent from my iPhone

FW: April 7, 2021 Calendar, Agenda item 2021-000795DES, Sundial Landmark

CPC-Commissions Secretary <commissions.secretary@sfgov.org>

Mon 4/12/2021 11:21 AM

Cc: McMillen, Frances (CPC) <frances.mcmillen@sfgov.org>; Feliciano, Josephine (CPC) <josephine.feliciano@sfgov.org>

Commission Affairs

San Francisco Planning

49 South Van Ness Avenue, Suite 1400, San Francisco, CA 94103

Direct: 628.652.7600 | www.sfplanning.org[San Francisco Property Information Map](#)

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From: suzanne mcdonnell <mcdonnell.suz@gmail.com>**Sent:** Wednesday, April 07, 2021 11:11 AM**To:** CPC-Commissions Secretary <commissions.secretary@sfgov.org>**Subject:** April 7, 2021 Calendar, Agenda item 2021-000795DES, Sundial Landmark

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Dear Commission Secretary,

I am a resident of the Ingleside Terraces neighborhood and I write in support of the Landmark Designation of the Ingleside Terraces Sundial and Sundial Park. The Sundial's accessibility to all and its public garden setting are excellent examples of Ingleside Terraces' many architectural contributions to the historic residence parks of San Francisco.

Suzanne McDonnell

Suzanne McDonnell

35 Alviso Street

San Francisco, CA 94127

(415) 333-2207

Ingleside Terraces Sundial and Sundial Park Article 10 Landmark Designation

Land Use and Transportation Committee Hearing
September 13, 2021



SAN FRANCISCO
PLANNING DEPARTMENT





OpenSFHistory.org
outsidelands.org

Ingleside Terraces Sundial and Sundial Park, 1913
Western Neighborhoods Project, wnp4.1729.



From: [Donna Howe](#)
To: [Major, Erica \(BOS\)](#)
Subject: Ingleside Terraces Sundial
Date: Saturday, September 11, 2021 9:23:25 AM

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Ms. Major,

Please convey to Supervisors Melgar, Preston and Peskin my support for Landmark status for the Ingleside Sundial; and Sundial Park.

I believe action will be taken on Monday 9/13.

During the pandemic period many SF citizens have come to know and love Sundial Park.

Thank you.

Donna Keuper Howe
residence: 85 Entrada Court
donna.howe@comcast.net



September 9, 2021

Shamann Walton,
President,

S.F. Board of Supervisors

via email: Shamann.Walton@sfgov.org, Myrna.Melgar@sfgov.org, Aaron.Peskin@sfgov.org,
Dean.Preston@sfgov.org

Dear President Walton and Land Use Committee Members,

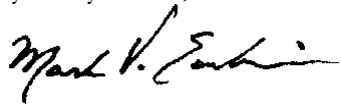
The Ingleside Terraces Homes Association fully supports the landmark designation application being put forward. The Ingleside Terraces Sundial was built at the time of our neighborhood's founding and dedicated on October 10, 1913. It resides in the historically significant Sundial Park with classical design elements in an intricate circular pattern of stone benches and planted columnar urns connected via sculptured pathways. The sundial is fully operational and is a regular destination for sundial touring groups, enthusiasts and even bridal parties. It is not only one of the oldest and largest in the western United States, but is an accurate perpetual timepiece.

Our association has recently renovated the Sundial by matching its historical color scheme, and we maintain the intricate landscaping through regular professional groundskeeping.



Whether seen from ground level or overhead, the Sundial and its associated park are truly a unique hidden gem in our equally unique and noted city. On this basis, we request that you approve the Ingleside Terraces Sundial landmark application.

Very Truly Yours,

A handwritten signature in black ink, appearing to read "Mark V. Scardina". The signature is fluid and cursive, with a prominent initial "M" and a long, sweeping tail.

Mark V. Scardina
President
Ingleside Terraces Homes Association

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. 554-5227

MEMORANDUM

TO: Rich Hillis, Director, Planning Department
Jonas Ionin, Commission Secretary, Historic Preservation Commission
Phil Ginsburg, General Manager, Recreation and Parks Department

FROM: Erica Major, Assistant Clerk, Land Use and Transportation Committee

DATE: April 27, 2021

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Land Use and Transportation Committee has received the following proposed legislation, introduced by Supervisor Peskin on April 20, 2021:

File No. 210423

Ordinance amending the Planning Code to designate Ingleside Terraces Sundial and Sundial Park, Assessor's Parcel Block No. 6917B, Lot No. 001, situated within Entrada Court, as a Landmark under Article 10 of the Planning Code; affirming the Planning Department's determination under the California Environmental Quality Act; and making public necessity, convenience, and welfare findings under Planning Code, Section 302, and findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1.

If you have comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102 or by email at: erica.major@sfgov.org.

Board of Supervisors
Land Use and Transportation Committee
Referral
Page 2

cc: Corey Teague, Planning Department
Dan Sider, Planning Department
Laura Lynch, Planning Department
Scott Sanchez, Planning Department
Lisa Gibson, Planning Department
Devyani Jain, Planning Department
Adam Varat, Planning Department
AnMarie Rodgers, Planning Department
Aaron Starr, Planning Department
Andrea Ruiz-Esquide, Deputy City Attorney
Joy Navarrete, Planning Department
Sarah Madland, Recreation and Parks Department

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. (415) 554-5184
Fax No. (415) 554-5163
TDD/TTY No. (415) 554-5227

**NOTICE OF PUBLIC HEARING
LAND USE AND TRANSPORTATION COMMITTEE
BOARD OF SUPERVISORS OF THE CITY AND COUNTY OF SAN FRANCISCO**

NOTICE IS HEREBY GIVEN THAT the Land Use and Transportation Committee of the City and County of San Francisco will hold a remote public hearing to consider the following matter and said public hearing will be held as follows, at which time all interested parties may attend and be heard:

Date: September 13, 2021

Time: 1:30 p.m.

Location: REMOTE MEETING VIA VIDEOCONFERENCE

Watch: www.sfgovtv.org

Watch: SF Cable Channel 26, 78 or 99 (*depending on provider*) once the meeting starts, the telephone number and Meeting ID will be displayed on the screen.

Public Comment Call-In: <https://sfbos.org/remote-meeting-call>

Subject: **File No. 210423.** Ordinance amending the Planning Code to designate Ingleside Terraces Sundial and Sundial Park, Assessor's Parcel Block No. 6917B, Lot No. 001, situated within Entrada Court, as a Landmark under Article 10 of the Planning Code; affirming the Planning Department's determination under the California Environmental Quality Act; and making public necessity, convenience, and welfare findings under Planning Code, Section 302, and findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1.

On March 17, 2020, the Board of Supervisors (Board) authorized their Board and Committee meetings to convene remotely and allow remote public comment via teleconference. Effective June 29, 2021, full Board meetings began to reconvene for in-person Board proceedings. Committee meetings will continue to convene remotely until further notice. Visit the SFGovTV website at (www.sfgovtv.org) to stream the live meetings, or to watch meetings on demand.

PUBLIC COMMENT CALL-IN

WATCH: SF Cable Channel 26, 78, or 99 (*depending on your provider*), once the meeting starts, and the telephone number and Meeting ID will be displayed on the screen; or

VISIT: <https://sfbos.org/remote-meeting-call>

Please visit the Board's website (<https://sfbos.org/city-board-response-covid-19>) regularly to be updated on the City's response to COVID-19 and how the legislative process may be impacted.

In accordance with Administrative Code, Section 67.7-1, persons who are unable to attend the hearing on this matter may submit written comments prior to the time the hearing begins. These comments will be made as part of the official public record in this matter and shall be brought to the attention of the Board of Supervisors. Written comments should be addressed to Angela Calvillo, Clerk of the Board, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA, 94102 or sent via email (board.of.supervisors@sfgov.org). Information relating to this matter is available in the Office of the Clerk of the Board or the Board of Supervisors' Legislative Research Center (<https://sfbos.org/legislative-research-center-lrc>). Agenda information relating to this matter will be available for public review on Friday, September 10, 2021.

For any questions about this hearing, please contact the Assistant Clerk for the Land Use and Transportation Committee:

Erica Major (Erica.Major@sfgov.org) ~ (415) 554-4441)

Please Note: *The Department is open for business, but employees are working from home. Please allow 48 hours for us to return your call or email.*



Angela Calvillo
Clerk of the Board of Supervisors
City and County of San Francisco

em:lw:vy

Introduction Form

By a Member of the Board of Supervisors or Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning : "Supervisor inquiries"
- 5. City Attorney Request.
- 6. Call File No. from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No.
- 9. Reactivate File No.
- 10. Topic submitted for Mayoral Appearance before the BOS on

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.

Sponsor(s):

Subject:

The text is listed:

Signature of Sponsoring Supervisor: