



CONDITIONAL USE AUTHORIZATION APPEAL

524 VALLEJO ST

Date: January 29, 2026
To: Angela Calvillo, Clerk of the Board of Supervisors
From: Sarah Dennis-Phillips, Planning Director – Planning Department (628) 652-7600
Vincent W. Page II, Case Planner – Planning Department (628) 652-7396

Re: **Board File No. 260021, Planning Case No. 2024-011561CUA**
Appeal of Conditional Use Authorization

Hearing Date: February 10, 2026
Project Sponsor: Deborah Holley
Holley Consulting
220 Montgomery Street, Suite 2100
San Francisco, CA 94104

Appellants: Katelin Holloway
Holloway-Ramirez Revocable Trust
524 Vallejo Street
San Francisco, CA 94133

Introduction

This memorandum and the attached documents are a response to the letter of appeal to the Board of Supervisors (“Board”) regarding the Planning Commission’s (“Commission”) *de facto* denial of the application for Conditional Use Authorization under Planning Department Case Number 2024-011561CUA pursuant to Planning Code Sections 303 (Conditional Use Authorization) and 317 (Loss of Residential and Unauthorized Units Through Demolition, Merger, and Conversion) for a project located at 524-526 Vallejo Street & 4-4A San Antonio Place.

This memorandum addresses the appeal to the Board, filed on January 5, 2026, by the property owners.

The decision before the Board is whether to uphold, overturn, or amend the Planning Commission’s *de facto* denial of an application for Conditional Use Authorization to allow the proposed Project at the subject property.

Project Description

The Project proposes to legalize the merger of three dwelling units on the second and third floors into one dwelling unit, and to reinstate one dwelling unit on the ground floor within an existing four-unit residential building. Specifically, the Project would legalize the removal-by-merger of two studio units, 524 Vallejo Street and 4A San Antonio Place, and would reinstate the third studio unit, 4 San Antonio Place, which was also merged without authorization. The Project also includes a modest horizontal addition to the existing fifth story penthouse to accommodate an elevator.

Site Description & Present Use

The Project Site consists of an Assessor's Lot measuring 33'-6" by 57'-6" located on the north side of Vallejo Street between Grant Avenue and Kearny Street and is developed with a five-story building authorized for residential use with four dwelling units. The Project Site was originally developed in 1907 with two residential flats, 524 Vallejo Street and 526 Vallejo Street. However, as part of an interior and exterior remodel that took place between 2013 and 2016, the subject property became authorized as a four-unit building through the legalization of two studio units, 4 San Antonio Place and 4A San Antonio Place. Due to the subject property's RM-1 zoning designation, which prior to the adoption of the Family Zoning Plan allowed a maximum of three dwelling units per lot or one dwelling unit per 1,067 square-feet of lot area, the two unwarranted units were able to be legalized under allowable residential density. At some point between 2016 and 2022, all of the units were merged without authorization, and the subject property has been functioning as a single-family dwelling ever since. The Planning Department was alerted to this fact in 2022 after conducting a site visit in response to a publicly initiated complaint.

Surrounding Properties and Neighborhood

The Project Site is located in Telegraph Hill near the intersection of Vallejo Street and Columbus Avenue. Its immediate context consists of moderately dense, two-to-four-story residential buildings. Due to its close proximity to the North Beach and Broadway Neighborhood Commercial Districts, the Project Site is also within walking distance of numerous restaurants, bars, and shops.

Background

On December 4, 2025, the Commission conducted a duly noticed public hearing at a regularly scheduled meeting to consider Conditional Use Authorization Application No. 2024-011561CUA. The hearing was attended by Commission President So, Commission Vice President Moore, and Commissioners Campbell, Imperial, McGarry, and Williams. (Commissioner Braun was absent.) After the staff presentation and public comment, Commissioner Williams made a motion to deny the Project based on the findings included in the Executive Summary and Draft Motion (*included as Exhibit A*). Prior to holding a vote on the motion to deny the Project, Commissioner Campbell made a motion to continue the Project to December 18, 2025. Commissioner Campbell proposed the continuance as a means for staff to come back to the Commission with an amended motion that would approve the Project, but require the building be reinstated to four dwelling units prior to any future sale of the property. The motion to continue the Project failed +3-3, with Commissioners Imperial, Moore, and Williams voting against. The motion to deny also failed +3-3, with

Commissioners Campbell, McGarry, and So voting against. Accordingly, the Commission failed to act on the Project, and the Project received a *de facto* denial pursuant to Planning Code Section 306.4(d)(2).

Conditional Use Authorization Requirements

Planning Code Section 303(c) establishes criteria for the Commission to consider when reviewing all applications for Conditional Use approval. To approve the project, the Commission must find that these criteria have been met:

1. That the proposed use or feature, at the size and intensity contemplated and at the proposed location, will provide a development that is necessary or desirable for, and compatible with, the neighborhood or the community; and
2. That such use or feature as proposed will not be detrimental to the health, safety, convenience or general welfare of persons residing or working in the vicinity, or injurious to property, improvements or potential development in the vicinity, with respect to aspects including but not limited to the following:
 - a. The nature of the proposed site, including its size and shape, and the proposed size, shape and arrangement of structures;
 - b. The accessibility and traffic patterns for persons and vehicles, the type and volume of such traffic, and the adequacy of proposed off-street parking and loading;
 - c. The safeguards afforded to prevent noxious or offensive emissions such as noise, glare, dust and odor;
 - d. Treatment given, as appropriate, to such aspects as landscaping, screening, open spaces, parking and loading areas, service areas, lighting and signs; and
3. That such use or feature as proposed will comply with the applicable provisions of this Code and will not adversely affect the General Plan.
4. That such use or feature as proposed will provide development that is in conformity with the stated purpose of the applicable Use District.

Planning Code Section 317 establishes criteria for the Planning Commission to consider when reviewing applications to merge residential units. In addition to the criteria of Section 303(c) of the Planning Code, the Commission must consider the extent to which the following criteria are met pursuant to Section 317(g)(2):

1. Whether the removal of the unit(s) would eliminate only owner occupied housing, and if so, for how long the unit(s) proposed to be removed have been owner occupied;
2. Whether removal of the unit(s) and the merger with another is intended for owner occupancy;

3. Whether removal of the unit(s) will remove an affordable housing unit as defined in Planning Code Section 401 or housing subject to the Residential Rent Stabilization and Arbitration Ordinance (“Rent Ordinance”);
4. If removal of the unit(s) removes an affordable housing unit as defined in Planning Code Section 401 or units subject to the Rent Ordinance, whether replacement housing will be provided which is equal or greater in size, number of bedrooms, affordability, and suitability to households with children to the units being removed;
5. How recently the unit(s) being removed was occupied by a tenant or tenants;
6. Whether the number of bedrooms provided in the merged unit will be equal to or greater than the number of bedrooms in the separate units;
7. Whether removal of the unit(s) is necessary to correct design or functional deficiencies that cannot be corrected through interior alterations;
8. The appraised value of the least expensive Residential Unit proposed for merger only when the merger does not involve an Unauthorized Unit.

Appellant Issues and Planning Department Responses

ISSUE 1: The decision to deny the Project is not supported by substantial evidence in the record.

RESPONSE 1: There is substantial evidence in the city records that the subject property was legally a four-unit building when it was purchased by the current property owners in 2017. Specifically: The plans submitted with Building Permit Application (“BPA”) No. 201102049686 showed four separate units as an existing condition; The Report of Residential Building Record (“3-R”) issued on October 22, 2020 documents that the legal use is four dwelling units, and; The Assessor-Recorder’s data shows that the subject property is considered by the City for the purposes of assessing its taxable value to be a residential building with four dwelling units.

There is also a claim from a former tenant that the subject property functioned as a four-unit, rent-controlled building for at least 30 years before the merger occurred. The former tenant testified via a letter to the Planning Commission dated November 30, 2025 that: They had lived at the subject property from 1984 to 2013; The building contained four units for the entirety of their tenancy; In 2010, three of the units were occupied; Between 2010 and 2013, plans shared by the developer with the community showed that the building would contain four units after it would be remodeled, and; They and four other tenants were asked to leave the building in 2013 under buyout agreements, or face eviction. This letter can be found as part of the public correspondence documents for Board File No. 260021.

ISSUE 2: The Planning Code and associated policies regarding unit mergers were misapplied to the unique facts of this case.

RESPONSE 2: As described in the Department's case report for the Project (*Exhibit A*), the Department's recommendation that the Commission deny the Project was based on the objectives and policies of the Housing Element of the General Plan.

ISSUE 3: The Commission failed to adequately consider the uncontroverted evidence demonstrating the as-built condition of the subject property and its long-standing use as a single dwelling unit for nearly a decade.

RESPONSE 3: At the hearing, several Commissioners acknowledged that the subject property has functioned as a single dwelling unit for a long time (at least 10 years). However, the Commissioners agreed that the city records for the building, including the 3R report, unequivocally state that the building is four residential units. These records should have been included in any disclosures related to the sale of the building, which led Commissioners to note some uncertainty as to how the four-unit status was not known to the buyers at the time of purchase.

ISSUE 4: The decision imposes unreasonable and disproportionate hardship on the Appellants for circumstances created by a prior developer.

RESPONSE 4: The Planning Code regulates the development and use of land in San Francisco, not individual owners or operators. While the Department acknowledges that it was not the Appellants who completed the unauthorized construction work that resulted in the merger, they did purchase the subject property when it was legally a multi-family residential building that was "functioning" as a single-family home.

ISSUE 5: The proposed Project advances the City's housing, equity, and anti-displacement goals by adding a new rent-controlled unit while minimizing neighborhood disruption.

RESPONSE 5: The proposed Project would replace only one of the three units that were removed.

Summary Response

The Appellants' case is centered on a difference of opinion on how the objectives and policies of the General Plan should be applied to their property, rather than on the official permit history and previous built conditions of the property. The Appellants acknowledge that: "[t]he prior owners disclosed that the Property carried a multi-unit designation" (Appeal Letter, p. 2); and that the subject property is legally a four-unit dwelling. While the Appellants do not disagree that four units were merged into one without authorization, they request that the city approve the Project even though it would result in a net reduction of units of available housing.

While the Commission did not affirmatively adopt a motion to deny the Project, the Commission did review and consider the policy rationale presented by the Department in the case report, and at the hearing acknowledged that approval of the Project would:

- (1) Result in a net loss of dwelling units in an amenity-rich part of the City, and
- (2) Could set a negative precedent where developers may merge dwelling units without authorization, knowing that a merger is likely to be approved (legalized) after-the-fact through the Conditional Use Authorization process.

As described in the Department case report for the Project (*Exhibit A*), the Department's opposition to the Project is based in the objectives and policies of the Housing Element of the General Plan; and the Department finds that the Project is neither necessary nor desirable for, nor compatible with, the community and the neighborhood in which it is located; and that the Project would not constitute a beneficial development.

Conclusion

For the reasons stated in this document, in the attached Resolution, and in the Planning Department case file, the Planning Department recommends that the Board uphold the Planning Commission's decision in denying the Conditional Use authorization for the Project.

Attachments:

Exhibit A Executive Summary & Draft Motion, Case No. 2024-011561CUA



EXHIBIT A

EXECUTIVE SUMMARY CONDITIONAL USE AUTHORIZATION

HEARING DATE: DECEMBER 4, 2025

Record No.: 2024-011561CUA
Project Address: 524-526 Vallejo Street & 4-4A San Antonio Place
Zoning: RM-1 (Residential Mixed, Low Density) Zoning District
Telegraph Hill – North Beach Residential Special Use District
Priority Equity Geographies Special Use District
40-X Height and Bulk District
Cultural District: N/A
Block/Lot: 0132 / 009
Project Sponsor: Deborah Holley
Holley Consulting
220 Montgomery Street
Suite 2100
San Francisco, CA 94104
Property Owner: Holloway-Ramirez Revocable Trust
524 Vallejo Street
San Francisco, CA 94133
Staff Contact: Vincent W. Page II – (628) 652-7396
vincent.w.page.ii@sfgov.org

Environmental Review: Categorical Exemption

RECOMMENDATION: Denial

Project Description

The Project proposes to legalize the merger of three dwelling units on the 2nd and 3rd floors into one dwelling unit and to reinstate one dwelling unit on the ground floor for a total two units within an existing four-unit residential building.

Required Commission Action

In order for the Project to proceed, the Commission must grant a Conditional Use Authorization to merge three dwelling units on the 2nd and 3rd floors into one dwelling unit within an RM-1 (Residential Mixed, Low Density) Zoning District.

Issues and Other Considerations

- **Public Comment & Outreach.**
 - **Support/Opposition:** The Department has received four (4) letters in support of the Project and one letter seeking further information from a registered community group. Support for the Project is centered around the fact that the current owners purchased the property after the merger had occurred.
- **Chronology and Tenant History:**
 - The subject property was originally developed in 1907 with two residential flats, 524 Vallejo Street and 526 Vallejo Street.
 - Two unauthorized units, 4 San Antonio Place and 4A San Antonio Place, were legalized as part of an interior and exterior remodel that took place between 2013 and 2016.
 - At some point between 2016 and 2022, all of the units were merged without authorization, and the subject property has been functioning as a single family dwelling ever since.
 - The Planning Department opened Enforcement Case No. 2022-000583ENF in January 2022 and verified the merger during a site visit on March 7, 2022.
 - No tenants have been evicted within the past 10 years. No tenant buyouts have occurred within the past 10 years. See Exhibit F for Eviction History documentation.

Environmental Review

The Project is exempt from the California Environmental Quality Act (“CEQA”) as a Class 1 categorical exemption.

Basis for Recommendation

San Francisco has for decades suffered from a chronic housing shortage and housing affordability crisis. To meet this demand, the 2022 Update to the Housing Element of the General Plan calls for the creation of 82,000 new units of housing and discourages the loss of existing housing. The Project proposes to remove two existing dwelling units from the City’s housing supply. Approval of the Project would result in a net reduction of units of available housing in an amenity-rich part of the City, further burdening the City’s overall supply of housing. For these reasons, the Project is neither necessary nor desirable for, nor compatible with,

the community and the neighborhood in which it is located and would conflict with the generally stated intent of the General Plan.

Attachments:

Draft Motion – Denial of Conditional Use Authorization
Exhibit B – Plans
Exhibit C – Environmental Determination
Exhibit D – Land Use Data
Exhibit E – Maps and Context Photos
Exhibit F – Eviction History Documentation
Exhibit G – Project Sponsor Brief



PLANNING COMMISSION DRAFT MOTION

HEARING DATE: DECEMBER 4, 2025

Record No.: 2024-011561CUA
Project Address: 524-526 Vallejo Street & 4-4A San Antonio Place
Zoning: RM-1 (Residential Mixed, Low Density) Zoning District
Telegraph Hill – North Beach Residential Special Use District
Priority Equity Geographies Special Use District
40-X Height and Bulk District
Cultural District: N/A
Block/Lot: 0132 / 009
Project Sponsor: Deborah Holley
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220 Montgomery Street
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ADOPTING FINDINGS TO DENY A CONDITIONAL USE AUTHORIZATION PURSUANT TO PLANNING CODE SECTIONS 303 AND 317 PROPOSING TO LEGALIZE THE MERGER OF THREE DWELLING UNITS ON THE 2ND AND 3RD FLOORS INTO ONE DWELLING UNIT AND TO REINSTATE ONE DWELLING UNIT ON THE GROUND FLOOR WITHIN AN EXISTING FOUR-UNIT RESIDENTIAL BUILDING LOCATED AT 524-526 VALLEJO STREET AND 4-4A SAN ANTONIO PLACE, LOT 009 IN ASSESSOR'S BLOCK 0132, WITHIN AN RM-1 (RESIDENTIAL MIXED, LOW DENSITY) ZONING DISTRICT, THE TELEGRAPH HILL – NORTH BEACH RESIDENTIAL SPECIAL USE DISTRICT, PRIORITY EQUITY GEOGRAPHIES SPECIAL USE DISTRICT, AND 40-X HEIGHT AND BULK DISTRICT.

PREAMBLE

On December 23, 2024, Deborah Holley of Holley Consulting (hereinafter “Project Sponsor”) filed Application No. 2024-011561CUA (hereinafter “Application”) with the Planning Department (hereinafter “Department”) for a Conditional Use Authorization to legalize the merger of three dwelling units on the 2nd and 3rd floors into one dwelling unit and to reinstate one dwelling unit on the ground floor within an existing four-unit residential

building (hereinafter “Project”) at 524-526 Vallejo Street and 4-4A San Antonio Place, Block 0132 Lot 009 (hereinafter “Project Site”).

On October 24, 2025, the Project was determined to be exempt from the California Environmental Quality Act (“CEQA”) as a Class 1 Exemption under CEQA as described in the determination contained in the Planning Department files for this Project.

On December 4, 2025, the Commission conducted a duly noticed public hearing at a regularly scheduled meeting on Conditional Use Authorization Application No. 2024-011561CUA.

The Planning Department Commission Secretary is the Custodian of Records; the File for Record No. 2024-011561CUA is located at 49 South Van Ness Avenue, Suite 1400, San Francisco, California.

The Commission has heard and considered the testimony presented to it at the public hearing and has further considered written materials and oral testimony presented on behalf of the applicant, Department staff, and other interested parties.

MOVED, that the Commission hereby DENIES the Conditional Use Authorization requested in Application No. 2024-011561CUA, based on the following findings:

FINDINGS

Having reviewed the materials identified in the preamble above, and having heard all testimony and arguments, this Commission finds, concludes, and determines as follows:

- 1. The above recitals are accurate and constitute findings of this Commission.**
- 2. Project Description.** The Project proposes to legalize the merger of three dwelling units on the 2nd and 3rd floors into one dwelling unit and to reinstate one dwelling unit on the ground floor within an existing four-unit residential building. Specifically, the Project would legalize the removal-by-merger of two studio units, 524 Vallejo Street and 4A San Antonio Place, and would reinstate the third studio unit, 4 San Antonio, which was also merged without authorization. The Project also includes a modest horizontal addition to the existing fifth story penthouse to accommodate an elevator.
- 3. Site Description and Present Use.** The Project Site consists of an Assessor’s Lot measuring 33’-6” by 57’-6” located on the north side of Vallejo Street between Grant Avenue and Kearny Street and is developed with a five-story building authorized for residential use with four dwelling units. The Project Site was originally developed in 1907 with two residential flats, 524 Vallejo Street and 526 Vallejo Street. However, as part of an interior and exterior remodel that took place between 2013 and 2016, the subject property became authorized as a four-unit building through the legalization of two studio units, 4 San Antonio Place and 4A San Antonio Place. At some point between 2016 and 2022, all of the units were merged without authorization, and the subject property has been functioning as a single-family dwelling ever since. The Planning Department was alerted to this fact in 2022 after conducting a site visit in response to a publicly-initiated complaint, Enforcement Case No. 2022-000583ENF.

4. **Surrounding Properties and Neighborhood.** The Project Site is located in Telegraph Hill near the intersection of Vallejo Street and Columbus Avenue. Its immediate context consists of moderately dense, two-to-four-story residential buildings. Due to its close proximity of the North Beach and Broadway Neighborhood Commercial Districts, the Project Site is also within walking distance of numerous restaurants, bars, and shops.
5. **Public Outreach and Comments.** The Department has received four (4) letters in support of the Project and one letter seeking further information from a registered community group. Support for the Project is centered around the fact that the current owners purchased the property after the merger had occurred.
6. **Planning Code Compliance.** The Commission finds that the Project is consistent with the relevant provisions of the Planning Code in the following manner:

- A. **Use.** Pursuant to Planning Code Section 209.2, a maximum of three dwelling units or one dwelling unit per 1,067 square-feet of lot area is allowed for properties located within the RM-1 (Residential Mixed, Low Density) Zoning District.

With four legal dwelling units, the subject property's authorized density is legal nonconforming because the subject lot's area (1,926.25 square-feet) is less than four-times 1,067 square-feet. However, because the proposal would result in a net reduction to the total number of units, the Project complies with the land use controls of the RM-1 (Residential Mixed, Low Density) Zoning District.

- B. **Residential Merger.** Planning Code Section 317 defines Residential Merger as the combining of two or more residential units that results in a net reduction to the number of residential units within a building, and requires Conditional Use Authorization for any application that proposes a Residential Merger. This Code Section establishes criteria that the Planning Commission must consider in the review of an application for Residential Merger.

The Project proposes to legalize the merger of three dwelling units and therefore requires a Conditional Use Authorization. The additional criteria specified under Section 317 have been incorporated as findings in Subsection 8 below.

7. **Conditional Use Findings.** Planning Code Section 303 establishes the following criteria for the Planning Commission to consider when reviewing applications for Conditional Use authorization:
 - a) The proposed use or feature, at the size and intensity contemplated and at the proposed location, will provide a development that is necessary or desirable for, and compatible with, the neighborhood or the community.
 - b) Such use or feature as proposed will not be detrimental to the health, safety, convenience or general welfare of persons residing or working in the vicinity, or injurious to property, improvements or potential development in the vicinity, with respect to aspects including but not limited to the following:

- i. The nature of the proposed site, including its size and shape, and the proposed size, shape and arrangement of structures;
- ii. The accessibility and traffic patterns for persons and vehicles, the type and volume of such traffic, and the adequacy of proposed off-street parking and loading and of proposed alternatives to off-street parking, including provisions of car-share parking spaces, as defined in Section 166 of this Code;
- iii. The safeguards afforded to prevent noxious or offensive emissions such as noise, glare, dust and odor;
- iv. Treatment given, as appropriate, to such aspects as landscaping, screening, open spaces, parking and loading areas, service areas, lighting and signs; and

- c) Such use or feature as proposed will comply with the applicable provisions of this Code and will not adversely affect the General Plan; and
- d) Such use or feature as proposed will provide development that is in conformity with the stated purpose of the applicable Use District.

While the Project is limited in scope to legalization of the removal-through-merger of three dwelling units within an existing residential building in a district that principally permits and encourages residential use, it would result in the loss of two dwelling units at a time when the City is faced with a housing shortage and housing affordability crisis. A robust supply of housing at all levels of affordability is required to maintain the health of the City's housing market. Approval of the Project would result in a net reduction of dwelling units within an amenity-rich part of the City, further burdening the City's overall supply of housing. For these reasons, the Project is neither necessary nor desirable for, nor compatible with, the community and the neighborhood in which it is located and would conflict with the generally stated intent of the General Plan.

8. Residential Merger Findings. Planning Code Section 317 establishes criteria for the Planning Commission to consider when reviewing applications to merge residential units. In addition to the criteria of Section 303(c) of the Planning Code, the Commission shall consider the extent to which the following criteria are met pursuant to Section 317(g)(2):

- a) Whether the removal of the unit(s) would eliminate only owner occupied housing, and if so, for how long the unit(s) proposed to be removed have been owner occupied;

The Project would remove only owner occupied housing. All four units have been owner-occupied for four years.

- b) Whether removal of the unit(s) and the merger with another is intended for owner occupancy;

The enlarged unit that would result from the merger is intended for owner occupancy.

- c) Whether removal of the unit(s) will remove an affordable housing unit as defined in Planning

Code Section 401 or housing subject to the Residential Rent Stabilization and Arbitration Ordinance (“Rent Ordinance”);

None of the four units within the Project is an affordable housing unit as defined in Planning Code Section 401. The Department cannot definitively determine whether or not 524 Vallejo Street, 526 Vallejo Street, 4 San Antonio Place, or 4A San Antonio Place is subject to the Rent Ordinance, this being the exclusive purview of the Rent Board. However, based on the fact that the building in which the subject units are located was constructed in 1907, it can be assumed that all four units within the Project are subject to the Rent Ordinance.

- d) If removal of the unit(s) removes an affordable housing unit as defined in Planning Code Section 401 or units subject to the Rent Ordinance, whether replacement housing will be provided which is equal or greater in size, number of bedrooms, affordability, and suitability to households with children to the units being removed;

The Project would not result in the removal of an affordable housing unit as defined in Planning Code Section 401. The Department cannot definitively determine whether or not 524 Vallejo Street, 526 Vallejo Street, 4 San Antonio Place, or 4A San Antonio Place is subject to the Rent Ordinance, this being the exclusive purview of the Rent Board. However, based on the fact that the building in which the subject units are located was constructed in 1907, it can be assumed that all four units within the Project are subject to the Rent Ordinance. Therefore, it appears that the Project would result in the removal of two units subject to the Rent Ordinance.

- e) How recently the unit(s) being removed was occupied by a tenant or tenants;

The units proposed for removal, 524 Vallejo Street and 4A San Antonio Place, were last occupied by tenants in 2012, as confirmed per the Voter Rolls.

- f) Whether the number of bedrooms provided in the merged unit will be equal to or greater than the number of bedrooms in the separate units;

The enlarged unit that would result from the merger would have three bedrooms, while both 524 Vallejo Street and 4A San Antonio Place are both studio units with no separate bedrooms, and 526 Vallejo Street has two bedrooms.

- g) Whether removal of the unit(s) is necessary to correct design or functional deficiencies that cannot be corrected through interior alterations;

Due to the fact that the subject building went through a wholesale remodel that was completed in 2016, it does not appear that either unit proposed for merger has any design or functional deficiencies that cannot be corrected through interior alterations.

- h) The appraised value of the least expensive Residential Unit proposed for merger only when the merger does not involve an Unauthorized Unit.

The appraised value of the least expensive unit within the Project is \$390,000.00.

9. **General Plan Compliance.** The Project is, on balance, consistent with the following Objectives and Policies of the General Plan:

HOUSING ELEMENT

Objectives and Policies

OBJECTIVE 4.C

EXPAND AND DIVERSIFY HOUSING TYPES FOR ALL.

Policy 28

Affirm compliance in State housing law, requirements, and intent by strengthening data collection, clarifying definitions, and further supporting implementation.

Policy 33

Prevent the outmigration of families with children and support the needs of families to grow.

Policy 36

Maximize the use of existing housing stock for residential use by discouraging vacancy, short-term use, and speculative resale.

San Francisco has for decades suffered from a chronic housing shortage and housing affordability crisis. To meet this demand, the 2022 Update to the Housing Element of the General Plan calls for the creation of 82,000 new units of housing and discourages the loss of existing housing. The Project proposes to legalize the removal-by-merger of two existing dwelling units from the City's housing supply. Approval of the Project would result in a net reduction of units of available housing in an amenity-rich part of the City, further burdening the City's overall supply of housing. For these reasons, the Commission finds that the Project is not consistent with the Objectives and Policies of the General Plan.

10. **Planning Code Section 101.1(b)** establishes eight priority-planning policies and requires review of permits for consistency with said policies. On balance, the project complies with said policies in that:

a) That existing neighborhood-serving retail uses be preserved and enhanced and future opportunities for resident employment in and ownership of such businesses be enhanced.

The Project does not possess any neighborhood-serving retail uses. However, denial of the Project would retain two units whose future tenants may patronize other neighborhood-serving retail uses in the area.

b) That existing housing and neighborhood character be conserved and protected in order to preserve the cultural and economic diversity of our neighborhoods.

The Project proposes to legalize the removal-by-merger of two dwelling units. Denial of the Project will result in the preservation of both dwelling units.

c) That the City's supply of affordable housing be preserved and enhanced,

The Project does not contain any deed-restricted affordable housing units.

- d) That commuter traffic not impede MUNI transit service or overburden our streets or neighborhood parking.

The Project Site is served by the 30 Stockton, 8 Bayshore, and 12 Folsom/Pacific Muni bus lines, and is slightly more than a quarter mile from the Chinatown-Rose Pak Municipal Railway Station. Denial of the Project would have no effect on these services.

- e) That a diverse economic base be maintained by protecting our industrial and service sectors from displacement due to commercial office development, and that future opportunities for resident employment and ownership in these sectors be enhanced.

The Project does not include commercial office development or removal of any industrial or service sector uses.

- f) That the City achieve the greatest possible preparedness to protect against injury and loss of life in an earthquake.

The Project would not impact the building's ability to protect against injury or loss of life in an earthquake because it would not result in any change to the building's structural system.

- g) That landmarks and historic buildings be preserved.

Currently, the Project Site does not contain any City Landmarks or historic buildings.

- h) That our parks and open space and their access to sunlight and vistas be protected from development.

The Project will not increase the height of the residential building and thus would not impact access to sunlight and vistas at nearby parks and open space.

11. The Project is not consistent with nor would it promote the general and specific purposes of the Code provided under Section 101.1(b) in that, as designed, the Project would not constitute a beneficial development.
12. The Commission hereby finds that denial of the Conditional Use Authorization would promote the health, safety and welfare of the City.

DECISION

That based upon the Record, the submissions by the Applicant, the staff of the Department and other interested parties, the oral testimony presented to this Commission at the public hearings, and all other written materials submitted by all parties, the Commission hereby **DENIES Conditional Use Authorization Application No. 2024-011561CUA**.

APPEAL AND EFFECTIVE DATE OF MOTION: Any aggrieved person may appeal this Conditional Use Authorization to the Board of Supervisors within thirty (30) days after the date of this Motion. The effective date of this Motion shall be the date of this Motion if not appealed (after the 30-day period has expired) OR the date of the decision of the Board of Supervisors if appealed to the Board of Supervisors. For further information, please contact the Board of Supervisors at (415) 554-5184, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

Protest of Fee or Exaction: You may protest any fee or exaction subject to Government Code Section 66000 that is imposed as a condition of approval by following the procedures set forth in Government Code Section 66020. The protest must satisfy the requirements of Government Code Section 66020(a) and must be filed within 90 days of the date of the first approval or conditional approval of the development referencing the challenged fee or exaction. For purposes of Government Code Section 66020, the date of imposition of the fee shall be the date of the earliest discretionary approval by the City of the subject development.

If the City has not previously given Notice of an earlier discretionary approval of the project, the Planning Commission's adoption of this Motion, Resolution, Discretionary Review Action or the Zoning Administrator's Variance Decision Letter constitutes the approval or conditional approval of the development and the City hereby gives **NOTICE** that the 90-day protest period under Government Code Section 66020 has begun. If the City has already given Notice that the 90-day approval period has begun for the subject development, then this document does not re-commence the 90-day approval period.

I hereby certify that the Planning Commission ADOPTED the foregoing Motion on December 4, 2025.

Jonas P. Ionin
Commission Secretary

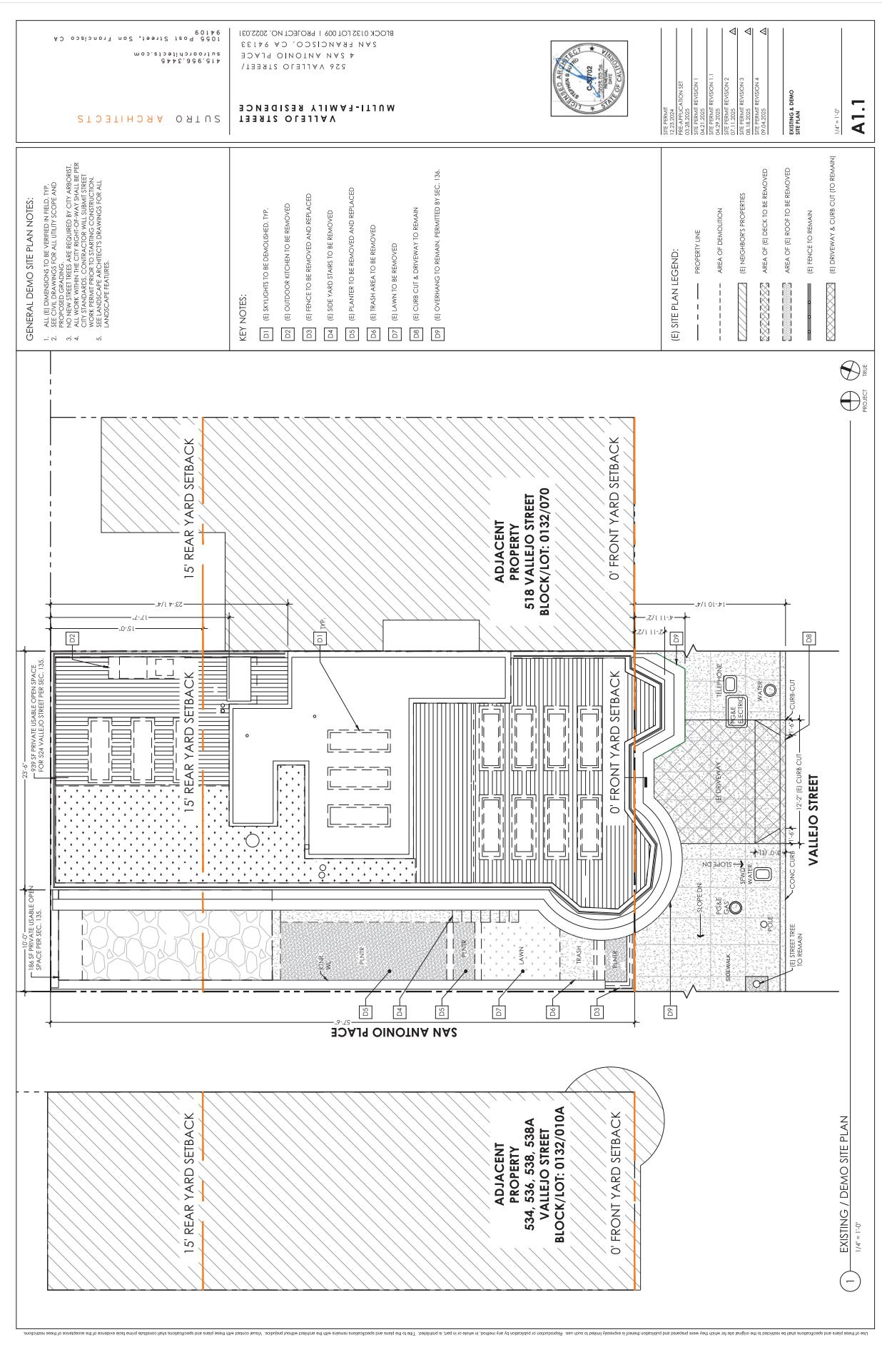
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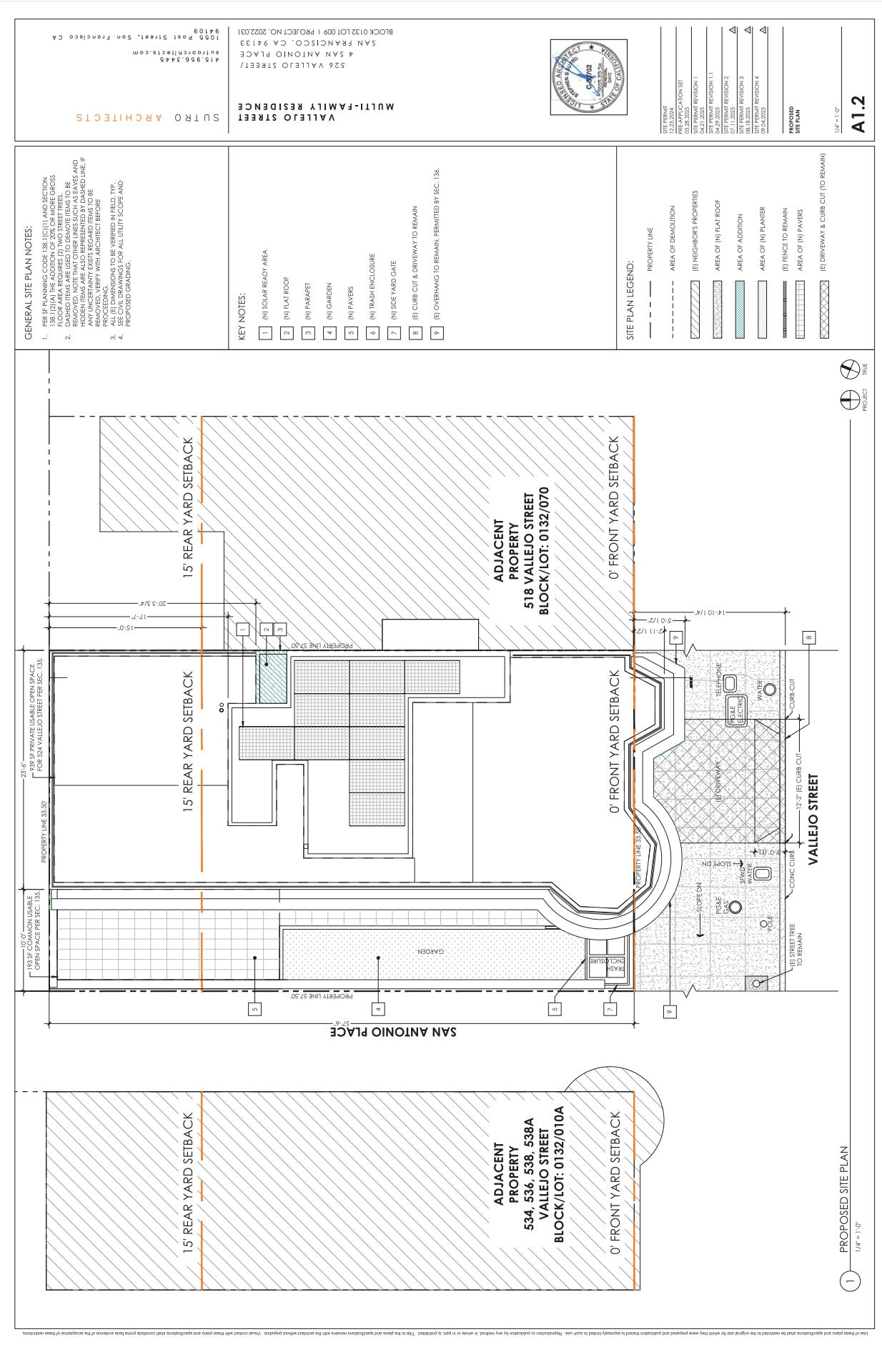
NAYS:

ABSENT:

RECUSED:

ADOPTED: December 4, 2025





S U T R O A R C H I T E C T S
526 VALLEJO STREET / 4 SAN ANTONIO PLACE
1055 Post Street, San Francisco, CA 94133
415.986.3445 strucarchitects.com

BLOCK 01320F0091 PROJECT NO. 2022031
94109 Post Street, San Francisco, CA
MULTI-FAMILY RESIDENCE
VALLEJO STREET / SAN FRANCISCO, CA
4 SAN ANTONIO PLACE
1055 Post Street, San Francisco, CA 94133
BLOCK 01320F0091 PROJECT NO. 2022031
94109 Post Street, San Francisco, CA



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MASSING DIAGRAM
Sku:1214
SCALE AS NEEDED

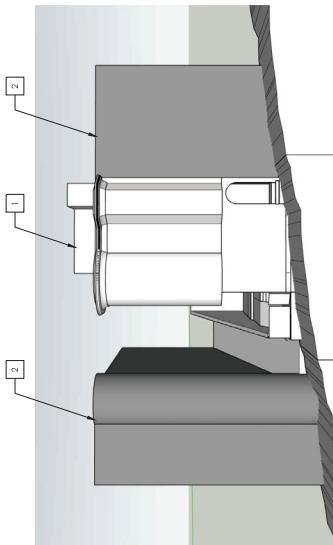
A.1.3

KEY NOTES:

- SUBJECT PROPERTY
- ADJACENT PROPERTY

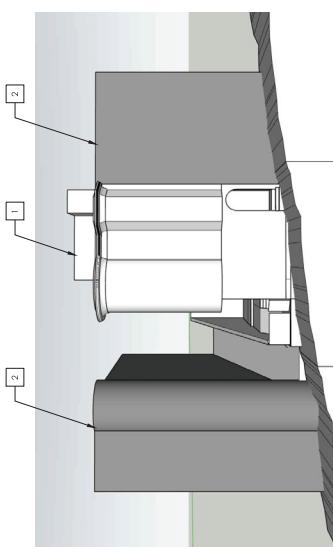
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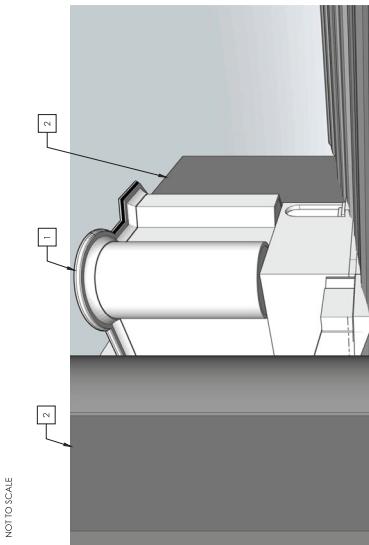


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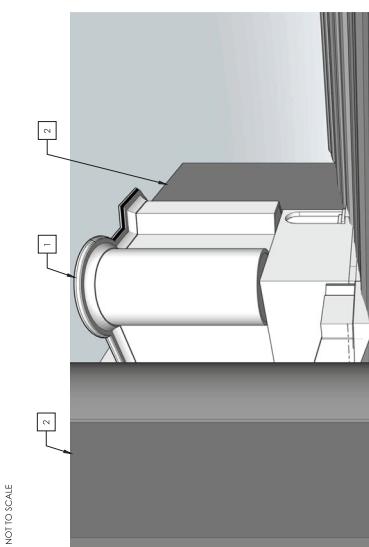


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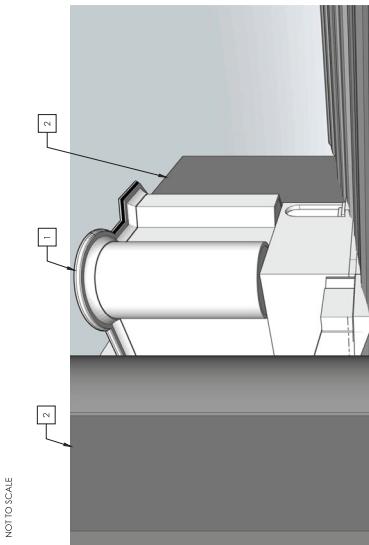


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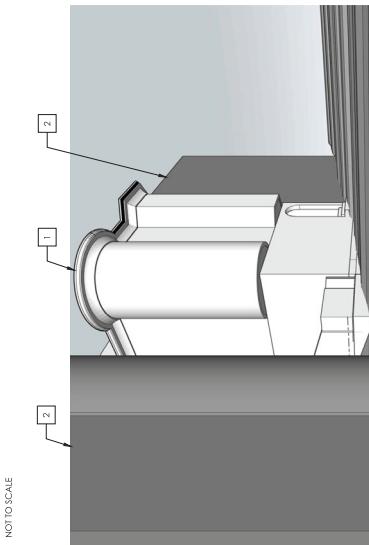
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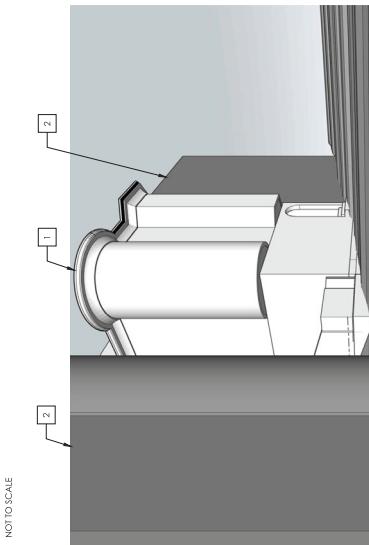
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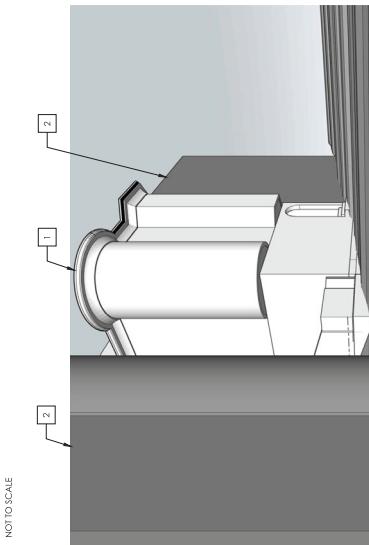
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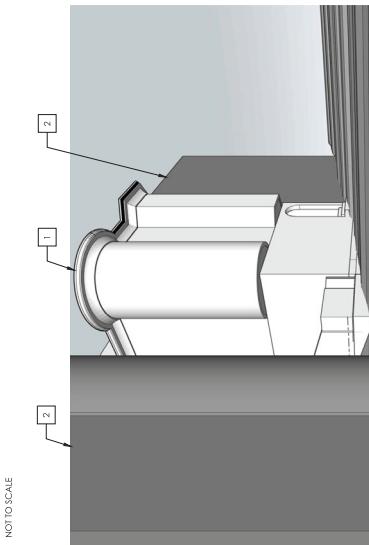
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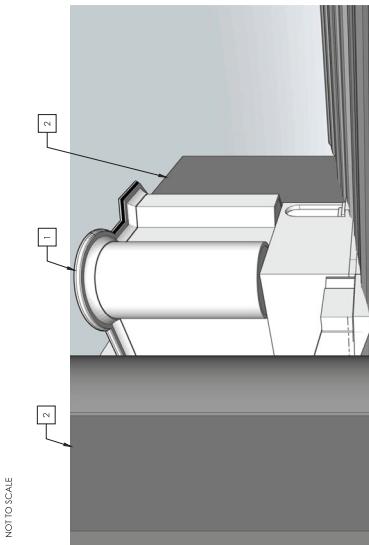
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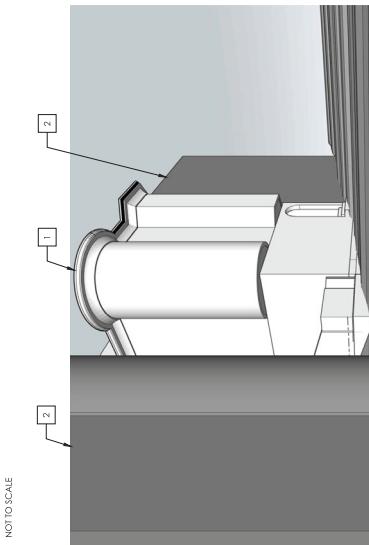
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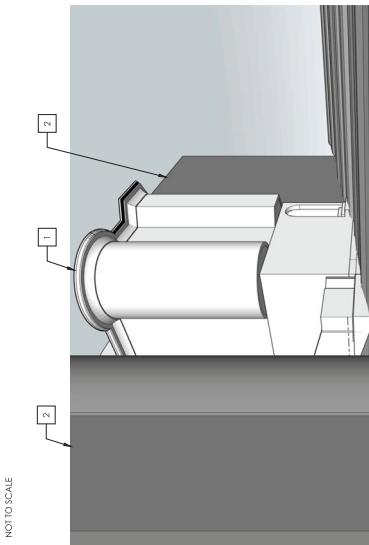
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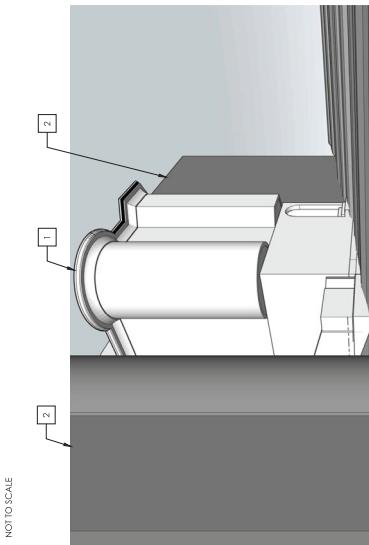
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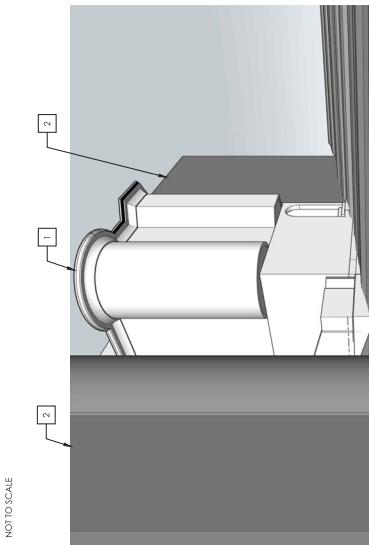
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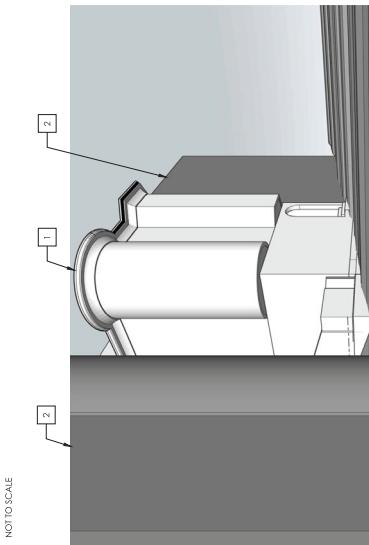
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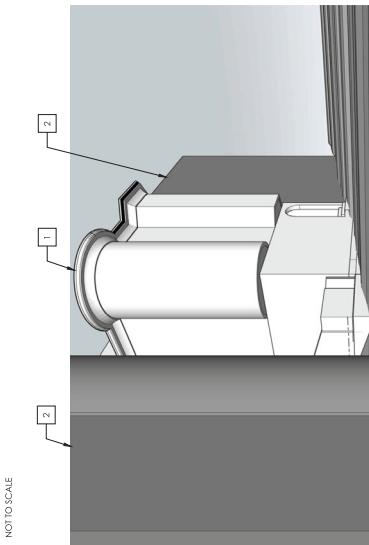
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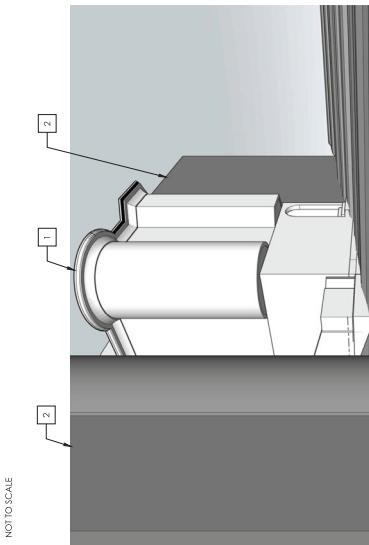
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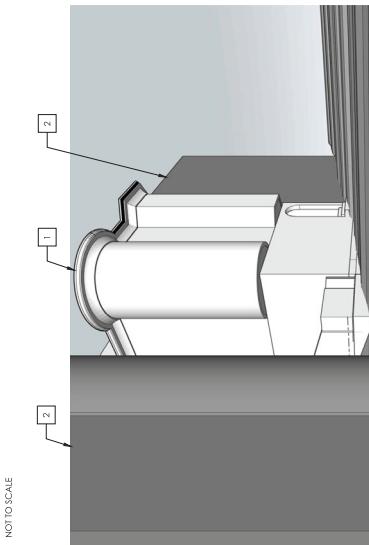
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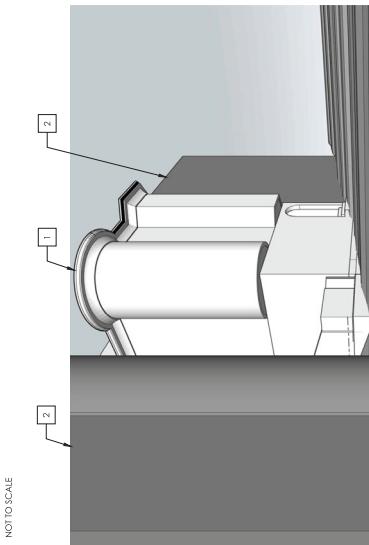
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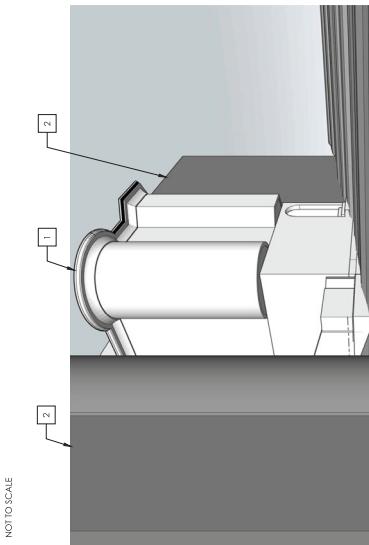
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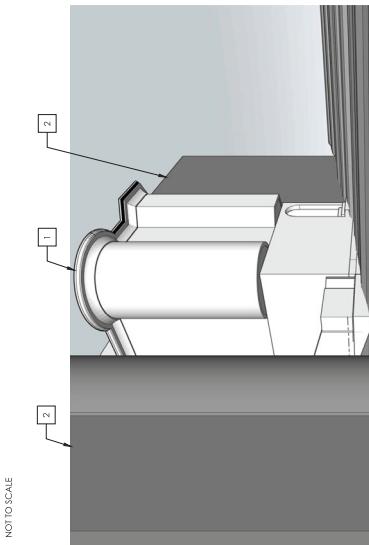
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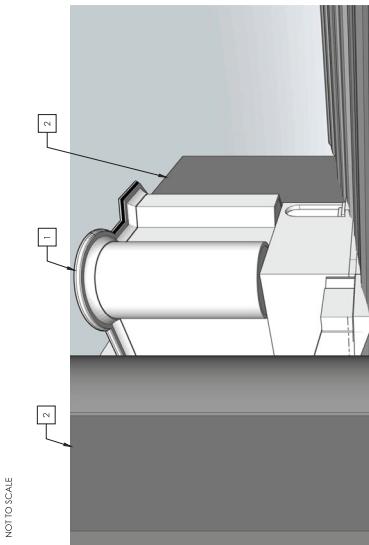
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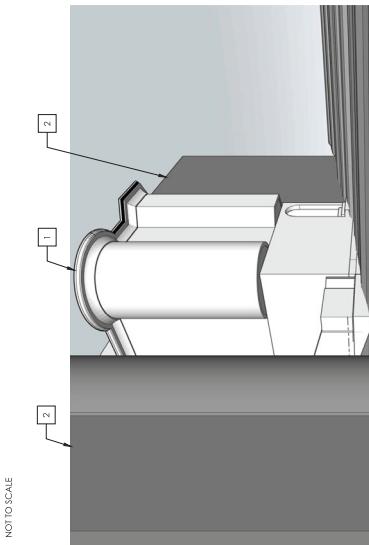
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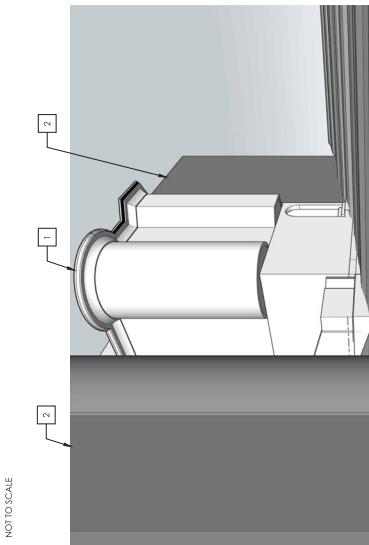
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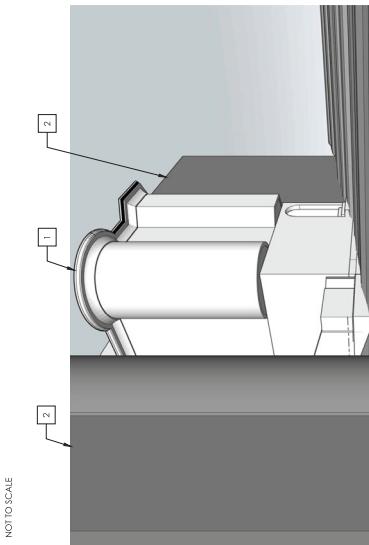
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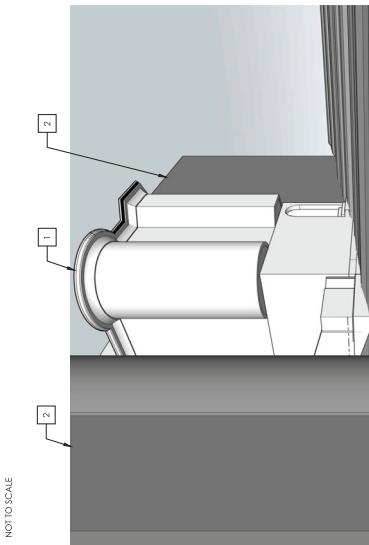
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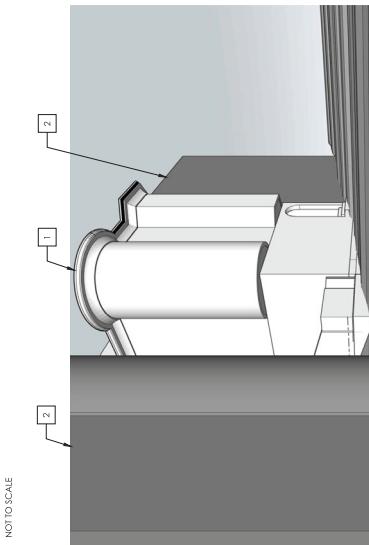
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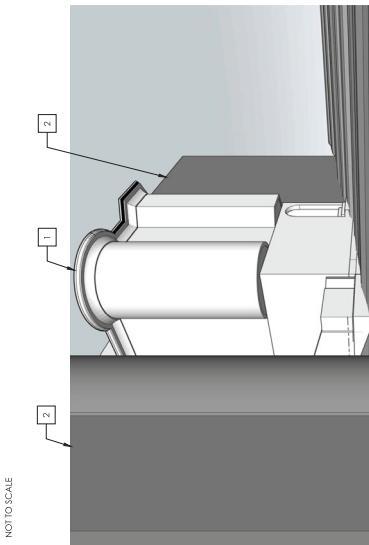
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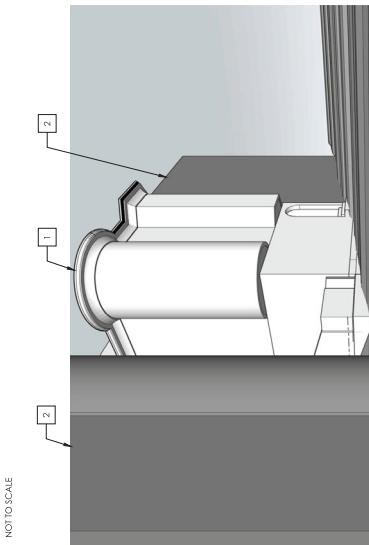
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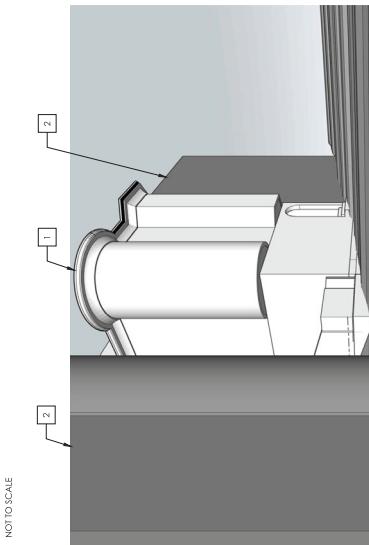
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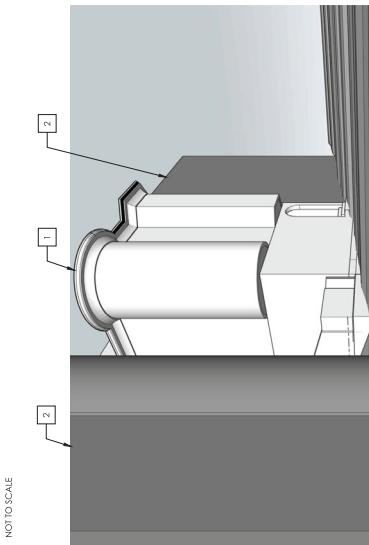
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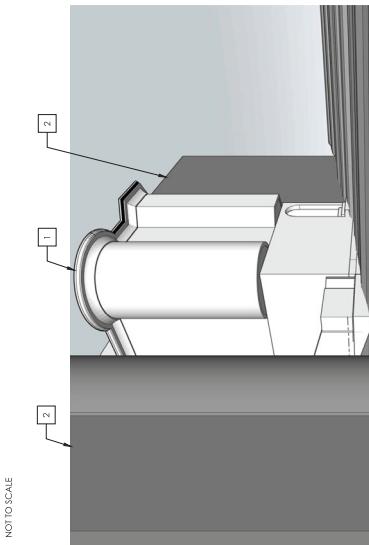
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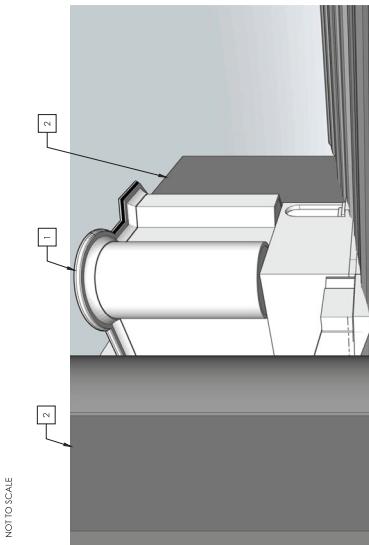
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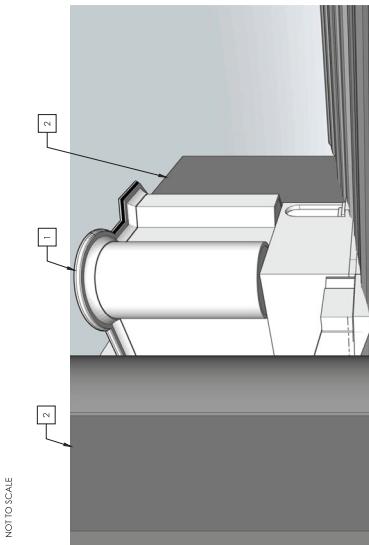
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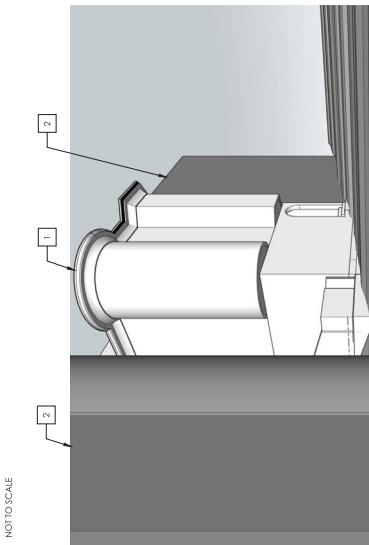
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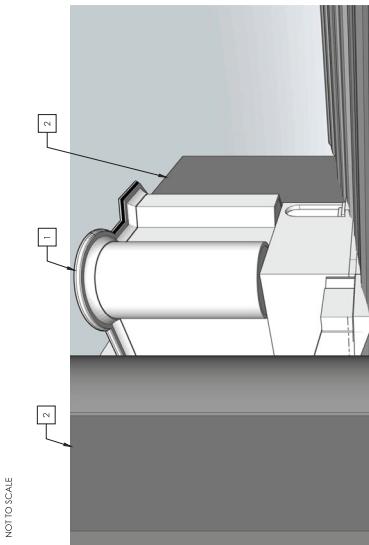
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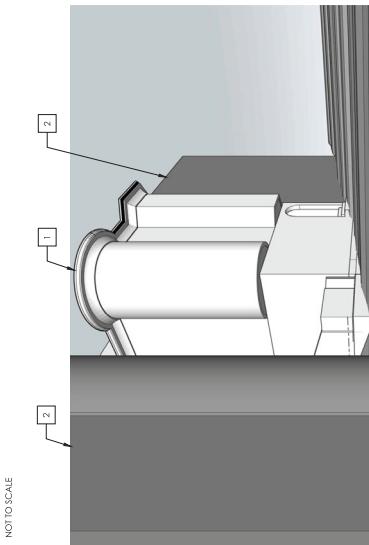
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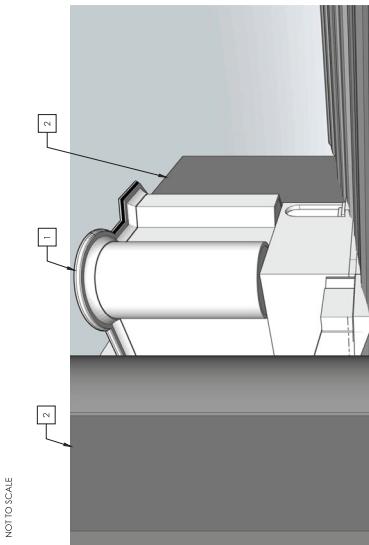
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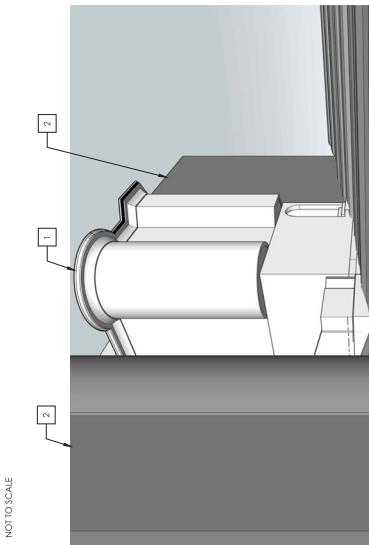
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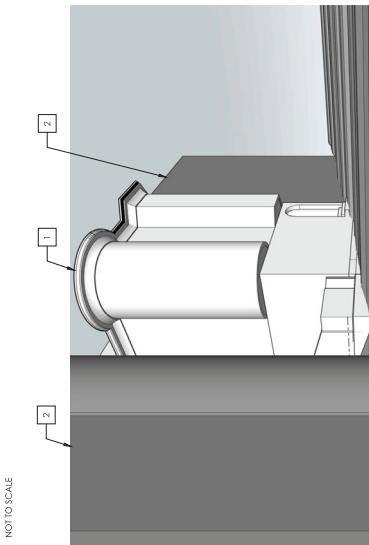
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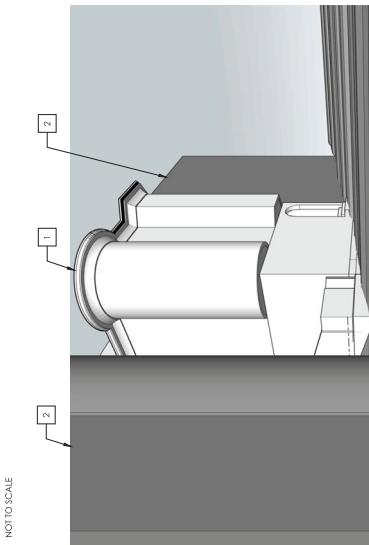
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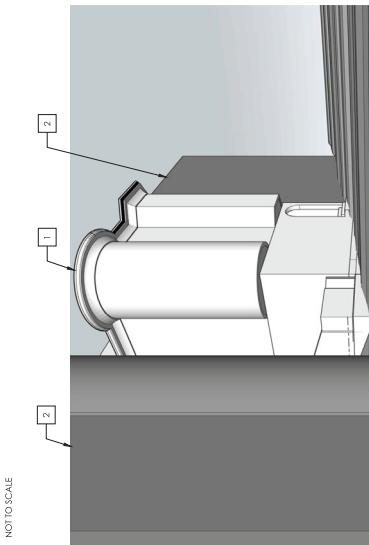
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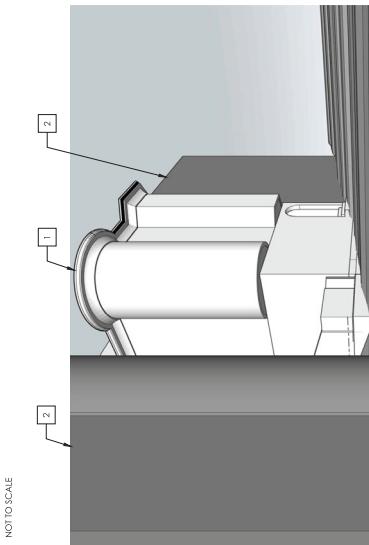
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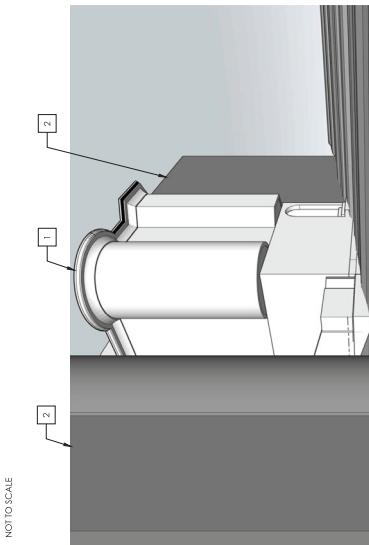
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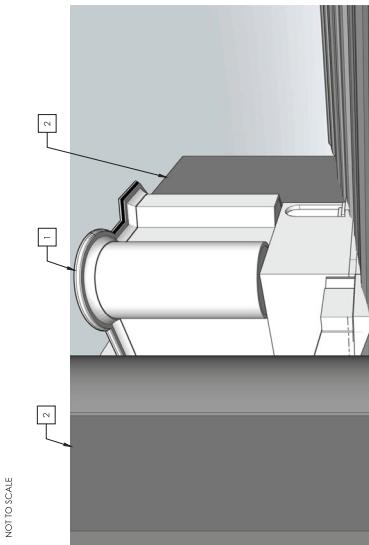
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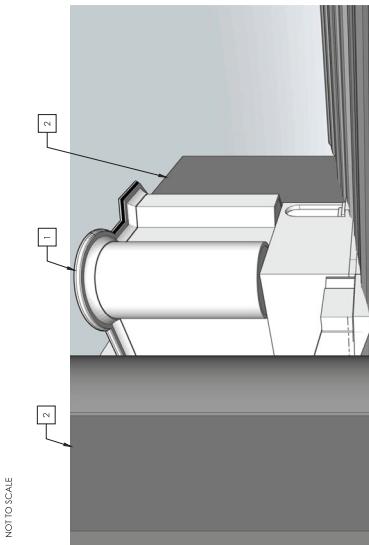
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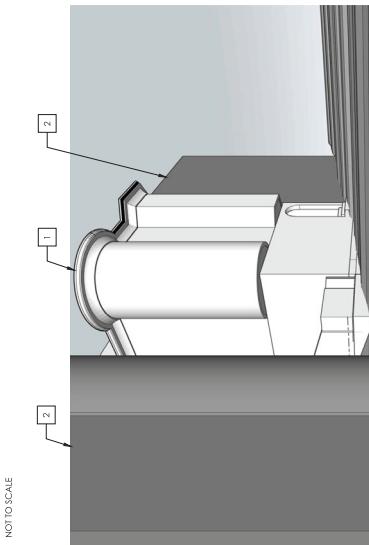
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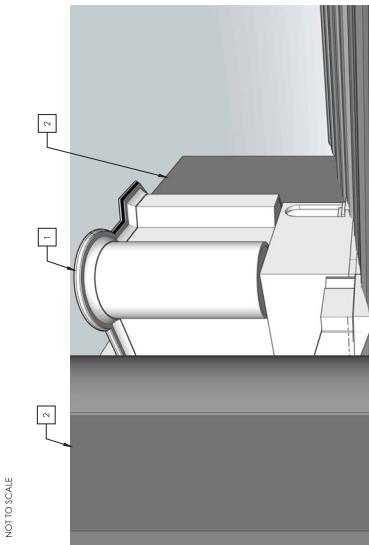
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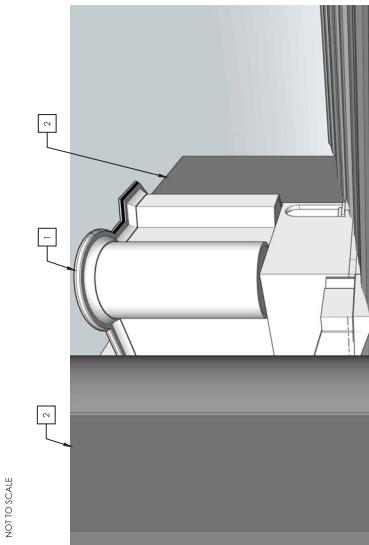
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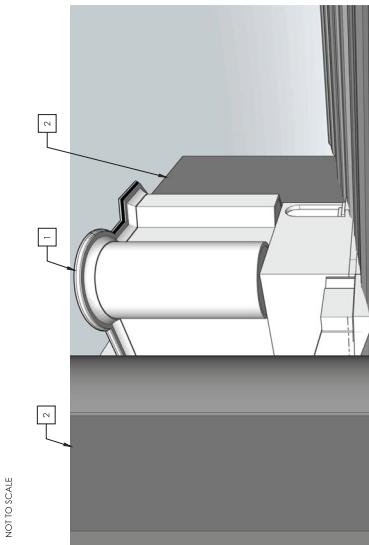
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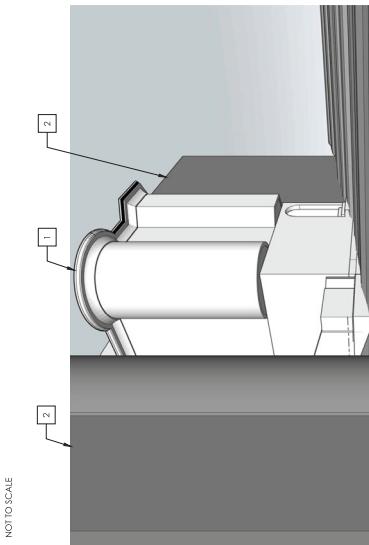
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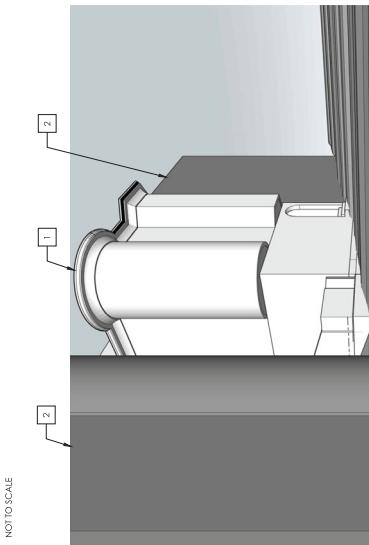
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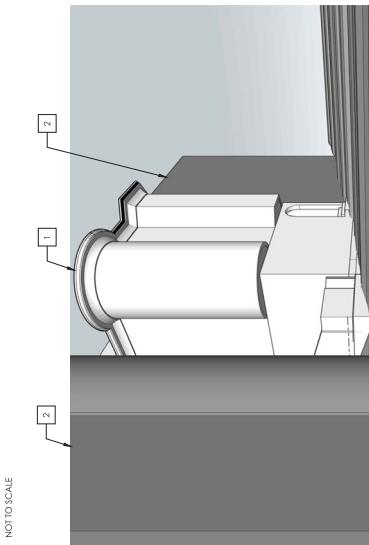
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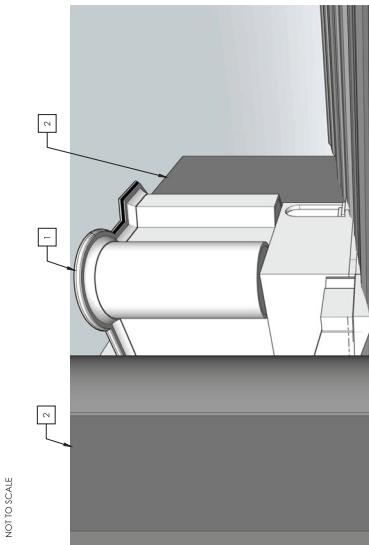
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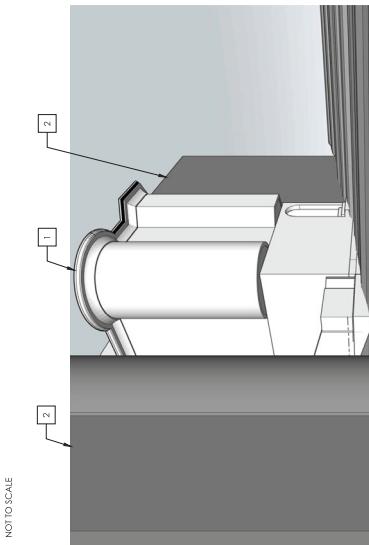
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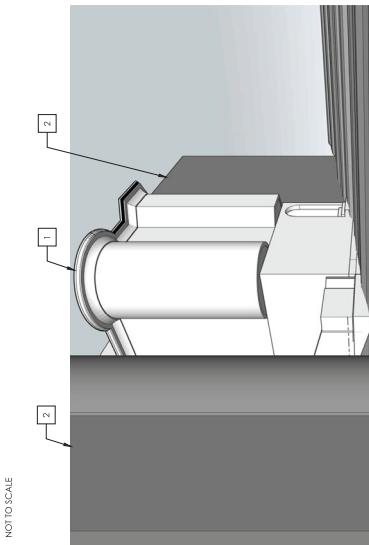
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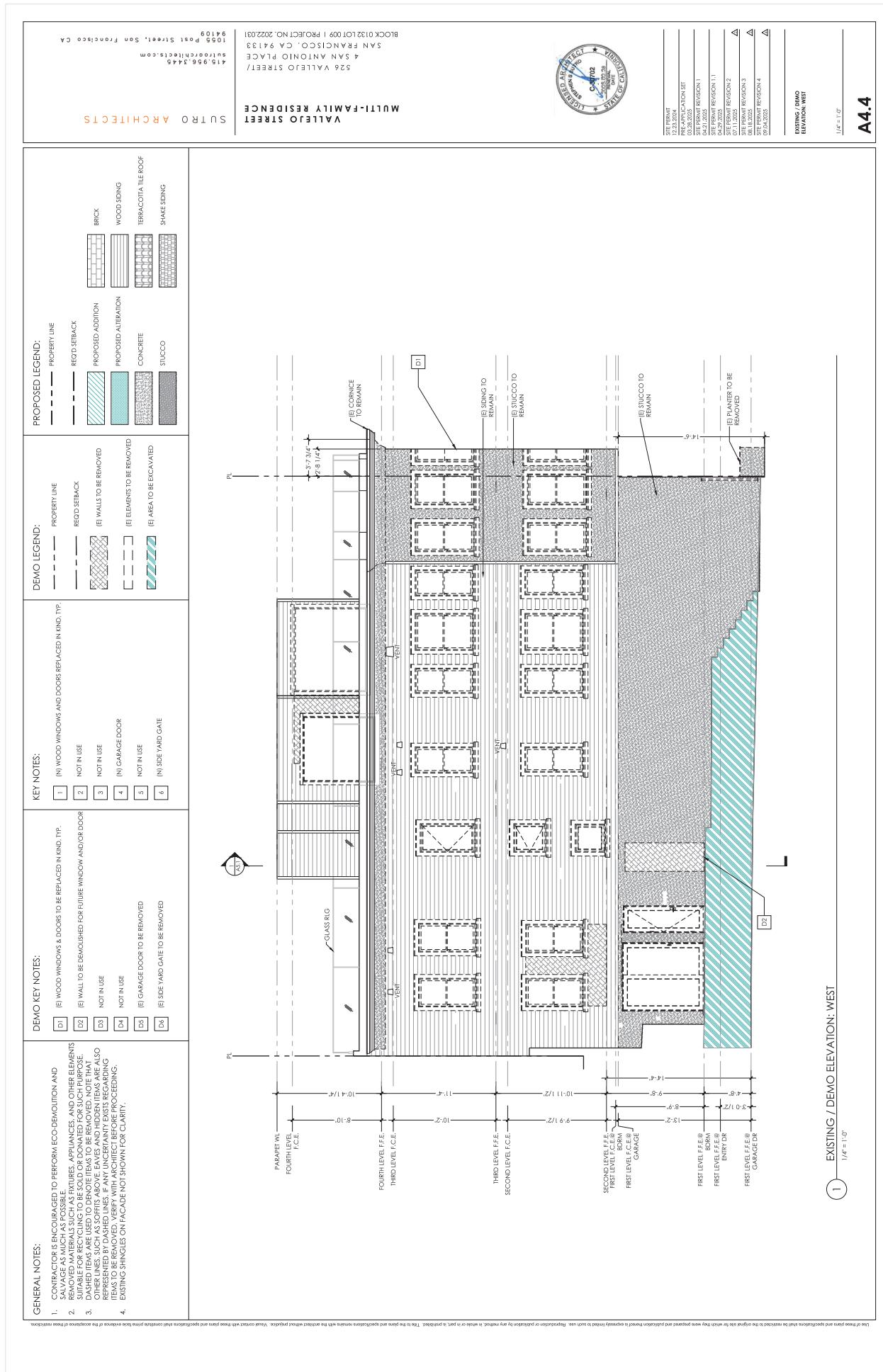
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CEQA Exemption Determination

PROPERTY INFORMATION/PROJECT DESCRIPTION

Project Address		Block/Lot(s)
524 VALLEJO ST		0132009
Case No.		Permit No.
2024-011561PRJ		
<input checked="" type="checkbox"/> Addition/ Alteration	<input type="checkbox"/> Demolition (requires HRE for Category B Building)	<input type="checkbox"/> New Construction
Project description for Planning Department approval. Proposal to legalize the merger of three dwelling units on the 2nd and 3rd floors into one dwelling unit and to reinstate one dwelling unit on the ground floor within an existing four-unit residential building.		

EXEMPTION TYPE

The project has been determined to be exempt under the California Environmental Quality Act (CEQA).	
<input checked="" type="checkbox"/>	Class 1 - Existing Facilities. (CEQA Guidelines section 15301) Interior and exterior alterations; additions under 10,000 sq. ft.
<input type="checkbox"/>	Class 3 - New Construction. (CEQA Guidelines section 15303) Up to three new single-family residences or six dwelling units in one building; commercial/office structures; utility extensions; change of use under 10,000 sq. ft. if principally permitted or with a CU.
<input type="checkbox"/>	Class 32 - In-Fill Development. (CEQA Guidelines section 15332) New Construction of seven or more units or additions greater than 10,000 sq. ft. and meets the conditions described below: (a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations. (b) The proposed development occurs within city limits on a project site of no more than 5 acres substantially surrounded by urban uses. (c) The project site has no value as habitat for endangered rare or threatened species. (d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality. (e) The site can be adequately served by all required utilities and public services.
<input type="checkbox"/>	Other _____
<input type="checkbox"/>	Common Sense Exemption (CEQA Guidelines section 15061(b)(3)). It can be seen with certainty that there is no possibility of a significant effect on the environment.

ENVIRONMENTAL SCREENING ASSESSMENT

Comments:

Planner Signature: Vincent Page II

PROPERTY STATUS - HISTORIC RESOURCE

PROPERTY IS ONE OF THE FOLLOWING:	
<input type="checkbox"/>	Category A: Known Historical Resource.
<input checked="" type="checkbox"/>	Category B: Potential Historical Resource (over 45 years of age).
<input type="checkbox"/>	Category C: Not a Historical Resource or Not Age Eligible (under 45 years of age).

PROPOSED WORK CHECKLIST

Check all that apply to the project.	
<input type="checkbox"/>	Change of use and new construction. Tenant improvements not included.
<input type="checkbox"/>	Regular maintenance or repair to correct or repair deterioration, decay, or damage to building.
<input type="checkbox"/>	Garage work. A new opening that meets the <i>Guidelines for Adding Garages and Curb Cuts</i> , or replacement of a garage door in an existing opening that meets the Residential Design Guidelines.
<input type="checkbox"/>	Deck, terrace construction, or fences not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	Mechanical equipment installation that is not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	Dormer installation that meets the requirements for exemption from public notification under <i>Zoning Administrator Bulletin No. 3: Dormer Windows</i> .
<input checked="" type="checkbox"/>	Addition(s) not visible from any immediately adjacent public right-of-way for 150 feet in each direction; or does not extend vertically beyond the floor level of the top story of the structure, or does not cause the removal of architectural significant roofing features.
<input type="checkbox"/>	Façade or storefront alterations that do not remove, alter, or obscure character -defining features.
<input type="checkbox"/>	Restoration based upon documented evidence of a building's historic condition , such as historic photographs, plans, physical evidence, or similar buildings.
Note: Project Planner must check box below before proceeding.	
<input type="checkbox"/>	Project is not listed.
<input checked="" type="checkbox"/>	Project involves scope of work listed above.

ADVANCED HISTORICAL REVIEW

Check all that apply to the project.

<input type="checkbox"/>	Reclassification of property status. (Attach HRER Part I relevant analysis; requires Principal Preservation Planner approval) <input type="checkbox"/> Reclassify to Category A <input type="checkbox"/> Reclassify to Category C <input type="checkbox"/> Lacks Historic Integrity <input type="checkbox"/> Lacks Historic Significance
<input type="checkbox"/>	Project involves a known historical resource (CEQA Category A)
<input type="checkbox"/>	Project does not substantially impact character-defining features of a historic resource (see Comments)
<input type="checkbox"/>	Project is compatible, yet differentiated, with a historic resource.
<input type="checkbox"/>	Project consistent with the Secretary of the Interior Standards for the Treatment of Historic Properties
<p>Note: If ANY box above is checked, a Preservation Planner MUST sign below.</p>	
<input type="checkbox"/>	Project can proceed with EXEMPTION REVIEW. The project has been reviewed by the Preservation Planner and can proceed with exemption review.
Comments by Preservation Planner: 	
Preservation Planner Signature: 	

EXEMPTION DETERMINATION

<input checked="" type="checkbox"/>	No further environmental review is required. The project is exempt under CEQA. There are no unusual circumstances that would result in a reasonable possibility of a significant effect.	
	Project Approval Action: Planning Commission Hearing	Signature: Vincent Page II 10/24/2025
	Supporting documents are available for review on the San Francisco Property Information Map, which can be accessed at https://sfplanninggis.org/pim/ . Individual files can be viewed by clicking on the Planning Applications link, clicking the "More Details" link under the project's environmental record number (ENV) and then clicking on the "Related Documents" link.	
	Once signed and dated, this document constitutes an exemption pursuant to CEQA Guidelines and chapter 31 of the San Francisco Administrative Code. Per chapter 31, an appeal of an exemption determination to the Board of Supervisors shall be filed within 30 days after the approval action occurs at a noticed public hearing, or within 30 days after posting on the planning department's website (https://sfplanning.org/resource/ceqa-exemptions) a written decision or written notice of the approval action, if the approval is not made at a noticed public hearing.	



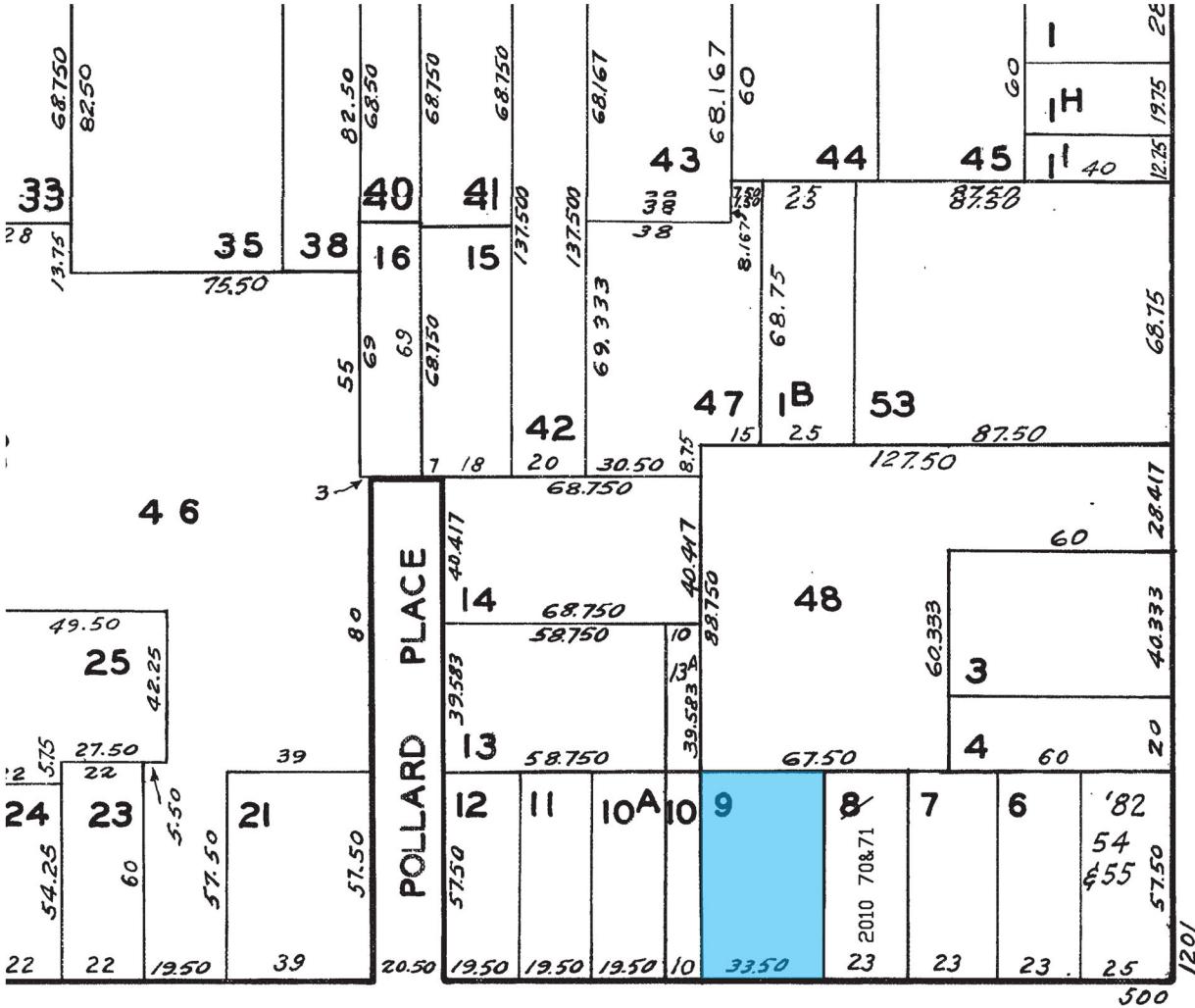
LAND USE INFORMATION

RECORD NO. 2024-011561CUA

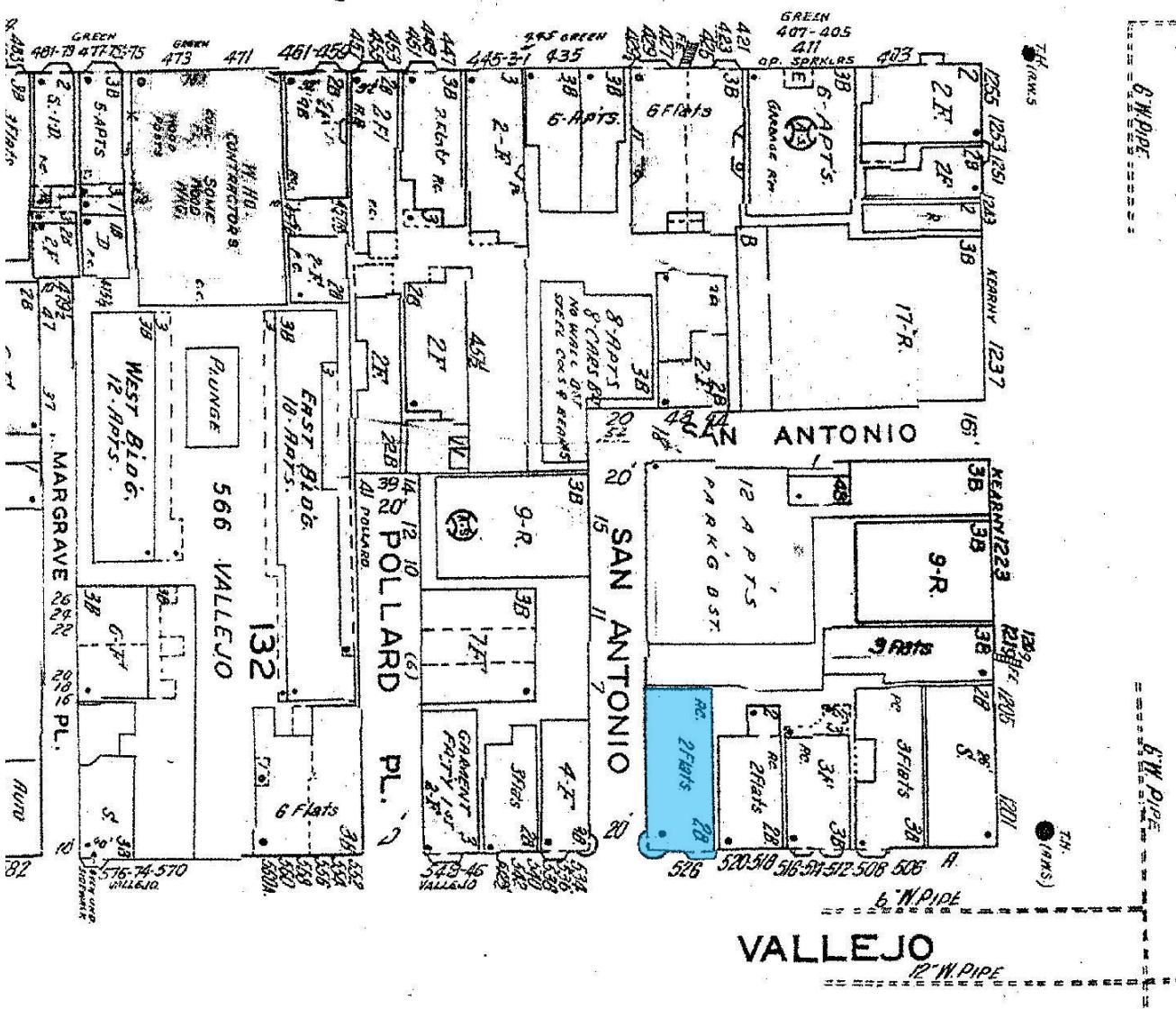
524-526 Vallejo Street & 4-4A San Antonio Place

	Existing (Last Legal)	Proposed	Net Change
Unit-specific Information			
524 Vallejo Street	Studio 622 GSF	-	- 1 unit (Merger)
526 Vallejo Street	2 BDR 1,825 GSF	3 BDR 3,185 GSF	+ 1 BDR + 1,360 GSF
4 San Antonio Place	Studio 390 GSF	Studio 432 GSF	+ 42 GSF
4A San Antonio Place	Studio 348 GSF	-	-1 unit (Merger)
Project Gross Floor Area			
	4516	4532	16
Project Attributes			
# of Studio Units	3	1	-2
# of 1 BDR Units	0	0	0
# of 2 BDR Units	1	0	-1
# of 3 BDR Units	0	1	+1
# of Class 1 Bike Parking Spaces	0	2	2
# of Class 2 Bike Parking Spaces	0	0	0
# of Off-Street Parking Spaces	1	1	0
Res. Open Space, Common	0	0	0
Res. Open Space, Private	2490	2490	0

PARCEL MAP



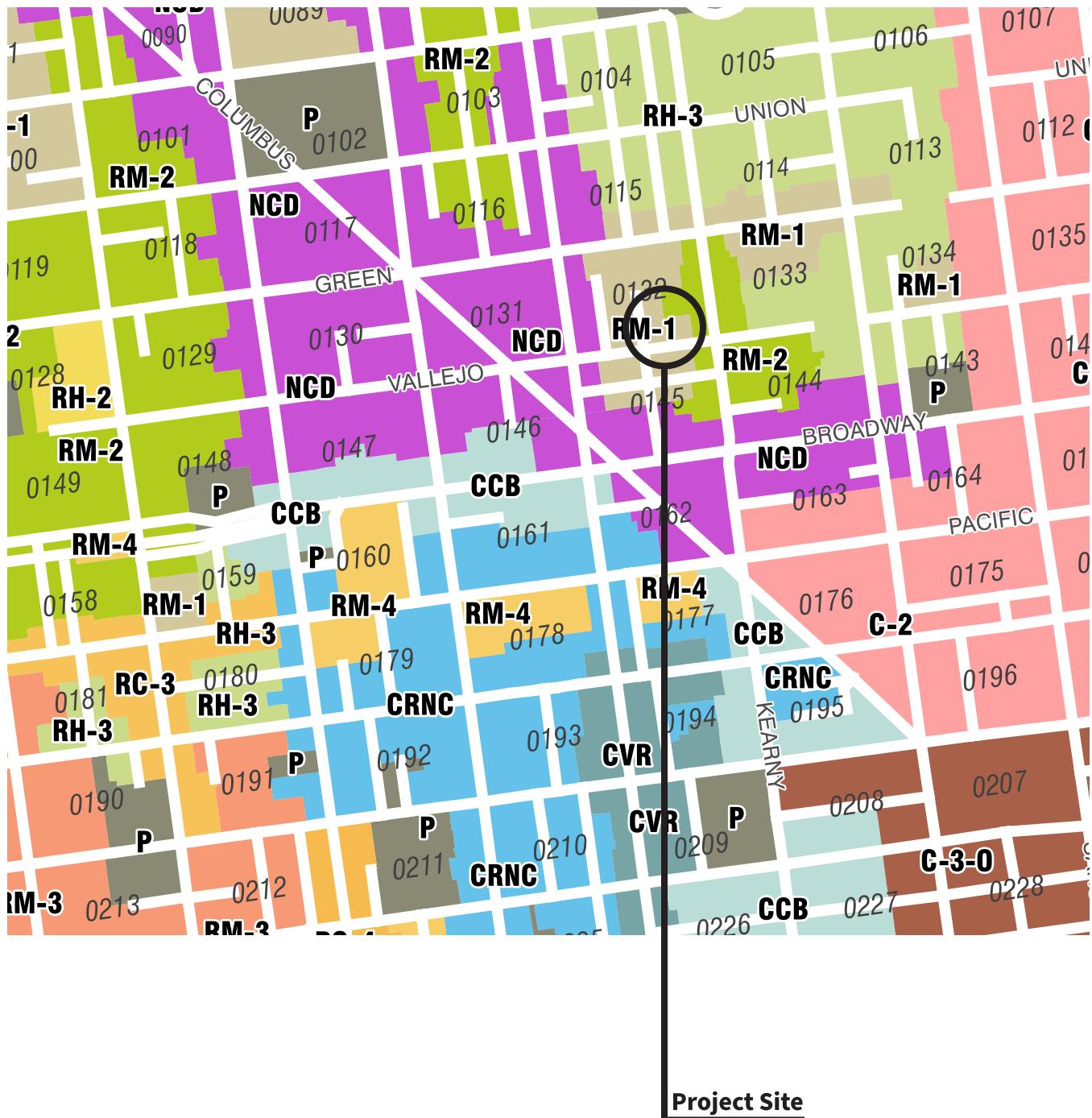
SANBORN MAP



AERIAL PHOTO



ZONING MAP



SITE PHOTO





Rent Board Response to Request from Planning Department for Eviction History Documentation

Re: 4 San Antonio, 524-526 Vallejo St

This confirms that the undersigned employee of the San Francisco Rent Board has reviewed its records pertaining to the above-referenced unit(s) to determine whether there is any evidence of evictions on or after the date specified. All searches are based upon the street addresses provided.

No related eviction notices were filed at the Rent Board after:

12/10/13
 03/13/14
 10 years prior to the following date: _____
o See attached documents.

Yes, an eviction notice was filed at the Rent Board after:

12/10/13
 03/13/14
 10 years prior to the following date: _____
o See attached documents.

There are no other Rent Board records evidencing an eviction after:

12/10/13
 03/13/14
 10 years prior to the following date: _____

Yes, there are other Rent Board records evidencing an eviction after:

12/10/13
 03/13/14
 10 years prior to the following date: _____
o See attached documents.

Signed:

Dated: 06/17/2025

Jessica Gallegos

Jessica Gallegos
Rent Board Specialist

The Rent Board is the originating custodian of these records; the applicability of these records to Planning permit decisions resides with the Planning Department.

524 Vallejo Street CUA

November 20, 2025

San Francisco Planning Commission
49 South Van Ness Avenue
San Francisco, Ca 94103

Re: 524 Vallejo Street CUA December 4, 2025 Planning Commission Hearing

Dear President So, Vice-President Moore, and Commissioners:

My clients, Katelin Holloway and Ben Ramirez, have called North Beach home for more than 22 years. They moved to the neighborhood in 2003, rented a modest apartment for 18 years while raising their two children, and in 2021 — after nearly two decades as deeply rooted community members — they were finally able to purchase their first home at **524 Vallejo Street**. The home had been owned by another young family who lived there for several years, and like the owners before them, they occupied the property exactly as it exists today: a single-family home with one full kitchen and a unified internal layout.

The property's more complex history predates both families. A developer purchased the building in 2010 and undertook an extensive remodel between 2010–2017, culminating in a City-issued Certificate of Final Completion in 2016. In 2017, the home was sold to the previous family in its present configuration. They made no significant alterations requiring permits, and the property functioned as a single residence throughout their ownership.

Less than a year after my clients moved in, they received a Notice of Enforcement stating that, according to legacy permit records, the property was legally classified as a four-unit building.

Through extensive research into the property's history, it has become clear that while permits issued to the prior developer authorized a four-unit configuration (reflecting an increase of 2 units from the historical duplex), the owners have not found concrete evidence that three of those units were ever constructed. Alternatively, if portions of those units existed during the multi-year remodel, they were consolidated into a single residence before the property was sold in 2017 and without any corresponding permits documenting such changes. By the time the City issued the 2016 CFC and the property was transferred in 2017, the building functioned as a single residence with one full kitchen and an integrated internal layout.

Every observable source — including physical evidence, MLS listings, prior-owner statements, neighbor corroboration, and the as-built plans prepared after the Notice of Enforcement — confirms that the home has operated as a single dwelling for at least the last eight years. Please see **Exhibit 1** for documentation of this long-standing one-unit condition.

Although my clients did not create this discrepancy, they have taken full responsibility for resolving it. Their goal is to correct the record, bring the property into compliance, add needed housing, and do so in a way that is both feasible and aligned with the City's broader housing objectives.

PROJECT & PROPERTY HISTORY

The history of 524 Vallejo Street involves multiple owners, shifting City interpretations, and several changes in direction from Planning and DBI. My clients and I have spent nearly three years working diligently and in good faith with the Planning Department and DBI to address the violation they did not create, following every instruction provided by the City—even when those instructions later changed and delays arose. The timeline below summarizes how this issue emerged and the steps taken by all parties.

Phase 1: Developer Ownership & City Sign-Off (2010–2016)

- **2010** — Developer purchases property.
- **2011** — Developer submits permit application for remodel.
- **2010–2016** — Developer undertakes extensive renovation.
- **May 9, 2016** — City issues **Certificate of Final Completion**, approving the remodel and closing out all permit requirements.

Phase 2: Sale to the 2017 Family & Stable Single-Family Use (2017–2021)

- **June 23, 2017** — Property sold to a young family as a single-family home.
 - No permits are pulled during their ownership.
 - They make no significant modifications.

Phase 3: Purchase by the Holloway–Ramirez Family & Discovery of the Discrepancy (2021–2022)

- **April 12, 2021** — My clients purchase the property in the same configuration advertised and sold in 2017.
- **February 16, 2022** — The Planning Department issues a **Notice of Complaint** triggered by an anonymous tip.
- **March 9, 2022** — The Planning Department issues a **Notice of Enforcement** -- Dwelling Unit Removal by Unauthorized Residential Merger. Planning requires the merged units to be reinstated as the only option to address the Notice of Enforcement.

Phase 4: Attempt to Comply with City Direction (2023)

- **May 19, 2023** — Family submits permit application and plans for a **four-unit restoration**, as directed by Planning to address the Notice of Enforcement.
- **June 12, 2023** — Planning signs off on plans; DBI begins review.
 - DBI does not complete review because, as discussed below, reconstructing four code-compliant units proves financially infeasible.

Phase 5: City Changes Interpretation of SB 330 (Late 2024)

- **November 18, 2024** — Planning notifies the project sponsor that the Department has **revised its interpretation** of SB 330. The Commission may now approve mergers of this type via CUA, contradicting 2022 guidance.
 - *“...the Department received updated guidance from the State that has resulted in us revising our interpretation of SB 330: It is now our position that the Planning Commission may review Conditional Use Authorization applications to legalize Dwelling Unit mergers and has the option to approve or deny them. This supersedes the guidance I provided to the property owner back in March of 2022.”*
- **December 23, 2024** — Clients submit a Project Application for a two-unit project.

Phase 6: Application Review & Additional Shifts (2025)

- **February 11, 2025** — Incomplete Application Notice issued by Planning
- **March 28, 2025** — Pre-Application Meeting held with **neighbor support**.
- **April 28, 2025** — Revised application submitted.
- **May 7, 2025** — The Planning Department issued a Complete Application Notice, accepting the Project Application for review.
- **June 2, 2025** — The Project was reviewed with senior Planning Department management.
- **June 5, 2025** — The Planning Department notified project sponsors that staff had identified a new Planning Code requirement that could prevent the Project from moving forward, and that only after further clarification on the applicability of that requirement would a full Plan Check Letter be issued.
- **June 13, 2025** — The Zoning Administrator’s Office confirmed that Ordinance 292-24 (effective January 19, 2025), which prohibits projects that do not meet minimum density controls within certain residential zoning districts, does not apply to dwelling unit mergers and therefore would not prohibit the Project from seeking to legalize a dwelling unit merger.
- **June 16, 2025** — The Planning Department issued Plan Check Letter #1.
- **July 12, 2025** — Plan revision submitted.
- **July 21, 2025** — The Project was reviewed with senior management for a second time.

- **July 22, 2025** — The Planning Department issued Plan Check Letter #2.
- **August 25, 2025** — At the request of Planning the Holloway-Ramirez family submitted revised plans to remove all façade alterations.

Phase 7: Hearing Scheduling Changes (Fall 2025)

- **September 3, 2025** — The project was scheduled for the November 6, 2025 Planning Commission Hearing and Planning staff informed us in writing that the Planning Department would be recommending disapproval of the merger.
- **October 8, 2025** — Planning staff rescheduled the hearing a second time for the November 20, 2025 Planning Commission meeting.
- **October 21, 2025** — Planning staff rescheduled the hearing a third time for December 4, 2025 Planning Commission meeting.

I. THE PROPOSED PROJECT AND REASONS IT SHOULD BE APPROVED

A. The Proposed Project – Addition of a Second Unit and Legalization of a Dwelling Unit Merger

The proposed project would **add a new second dwelling unit** to the property while retaining the existing family-sized residence. Because only **one actual unit** exists today, **no dwelling units will be removed**. The proposal corrects a long-standing discrepancy in the City's permit records, aligns the legal status of the property with its physical reality, and adds new housing to North Beach.

The proposed second unit is a **440-square-foot studio** located on the first level, featuring a full kitchen, 457 square feet of adjacent open space, and its own entrance from Vallejo Street. This new unit would expand the neighborhood's housing options while maintaining privacy and functionality for the primary residence.

The plan set for the proposed merger and addition of a second unit shows three conditions:

1. 2011 Permitted Four-Unit Configuration (On Paper Only)

- Authorized by the prior developer's permits, but with no concrete evidence that three of these units were constructed.
 - 524 Vallejo Street, 640 GSF studio,

- 526 Vallejo Street, 1,796 GSF 2-bedroom unit,
- 4 San Antonio Place, 409 GSF studio, and
- 4A San Antonio Place, 362 GSF studio.

2. Existing As-Built Single-Family Condition (Actual Physical Reality)

- A 4,516-square-foot single residence with one kitchen—consistent with how the home was marketed and sold in both 2017 and 2021.

3. Proposed Two-Unit Configuration (Adds Housing, Removes None)

- **Primary Unit, 524 Vallejo Street:** 3,166-square-foot, four-bedroom family residence
- **Second Unit, 4 San Antonio Place:** 440-square-foot studio with private entrance

We are seeking Conditional Use Authorization (CUA) from the Planning Commission to ***legalize the “merger” of three former, phantom units created on paper by a previous owner but which may never have existed.*** Please see the information under item B 6 below which details the extensive construction and exorbitant cost required to create four code-compliant units.

Because the record references a historical four-unit configuration, a Conditional Use Authorization (CUA) is required to legalize the two-unit condition and add new housing consistent with City policy.

B. Reasons the Proposed Project Should Be Approved

1. No dwelling units are being removed; SB 330 is not triggered.

The merger has been reviewed by Planning staff who determined that under SB 330, the merger would not be considered a removal of a dwelling unit under state law.

2. The project results in a net increase in housing.

3. The “four-unit” configuration, best to our knowledge, has existed only on paper.

4. The single-unit configuration has been stable and owner-occupied for at least eight years.

5. Restoring four units is financially infeasible.

Reinstating these four phantom units would require the following improvements to the building at the homeowner's expense, which would cost an estimated \$849,448 more than the improvements for the proposed project. This breakdown illustrates the minimum viable construction needed to bring the home into 4-unit compliance:

- Build three full new kitchens for the new units.
- Relocate and upgrade baths as required to ensure each unit has code-compliant bathrooms.
- Rebuild both interior stairs to ensure code compliant egress and fire separation for new units.
- Rebuild elevator shaft and replace elevator carriage for new, multi-unit code compliant elevator.
- Refigure existing walls and add new walls on each level to accommodate new unit layouts along with corresponding structural changes to accommodate these changes and additions.
- Remove and replace finishes throughout all levels of walls to create fire-rated separator walls between units and common spaces.
- Replace or add new fire rated doors throughout interior and exterior as required per new unit additions.
- Add and route new water, gas and electrical lines to each unit separately.
- Upgrade, replace, or reroute the fire sprinkler system to support increased occupancy load.

For comparison, creating the one second unit under the proposed project would require the following:

- Build one new kitchen.
- Replace one interior door to bring up to appropriate fire and egress code.
- Remove and replace finishes at one interior wall to upgrade for proper fire separation between the unit and common space.
- Add and route new water, gas and electrical lines to the new unit.

6. The project is consistent with recent Commission precedent (e.g., 1090 Randolph).

Although we were encouraged by the project planner in November 2024, to apply for the merger¹ in June of 2025, we were informed that the Planning Department would not be able to support the merger and would be requesting denial of the project.

On September 3, 2025, we were informed that the staff report for our project would be using the same reason to deny the merger that was used for the 301 Main Street project which proposed the merger of two existing residential units into one. The staff recommendation for the 301 Main Street project stated in part, that *“While the Project is limited in scope to the combining of two existing dwelling units on the 26th floor of a large residential building in a district that principally permits and encourages residential use, it would result in the loss of an independent, family-sized dwelling unit at a time when the City is faced with a housing shortage and housing affordability crisis.”*

¹ Please see Exhibit 2, the email exchange from 2024 wherein Mr. Page states that “...the Department received updated guidance from the State that has resulted in us revising our interpretation of SB 330: It is now our position that the Planning Commission may review Conditional Use Authorization applications to legalize Dwelling Unit mergers and has the option to approve or deny them. This supersedes the guidance I provided to the property owner back in March of 2022.”

Our case is quite different from the 301 Main Street case. At 301 Main, two functioning units existed so the City would be losing an actual housing unit if the merger were permitted. In our case, only one unit actually exists, and we are creating a new unit.

Our case is more like another recent merger case, 1090 Randolph Street, which was supported by staff and approved unanimously by the Planning Commission on June 13, 2024. In this case, the project proposed to merge two previously existing studio units, which did not exist because they had been removed many years prior to the project sponsors owning the property by a prior owner without a permit.

7. The project supports family housing and neighborhood stability.

8. No evictions or tenant displacement have occurred.

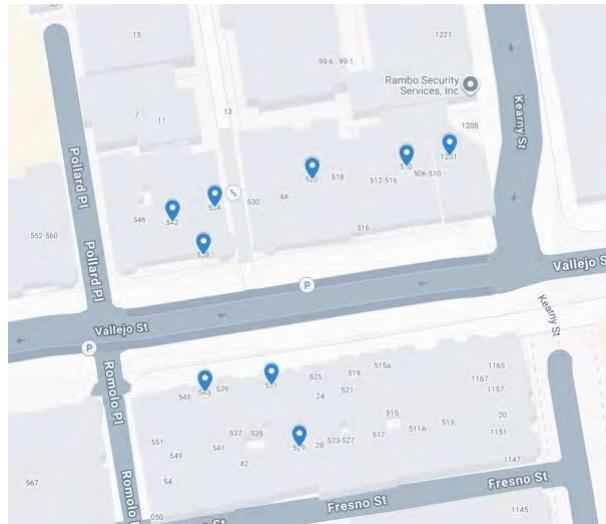
According to the San Francisco Rent Board, there are no recorded evictions². Additionally, there have been no buyouts in the past ten years.

9. The project has strong neighborhood support and no known opposition.

To date the project has overwhelming support from over 20 neighbors, including immediate neighbors listed and shown on the map below. We know of no neighbor who oppose the project.

- Susan Taylor & Paul Utrecht - 534 Vallejo Street
- Albert Shin & Family - 538 Vallejo Street
- Jobe & Megan Danganan - 542 Vallejo Street
- Vince & Jamie Vigil - 533 Vallejo Street
- Alex Noor & Chhavi Sahni - 518-520 Vallejo Street
- Janna & Mike Keller - 543 Vallejo
- Sean O'Donnell - 1201 Kearny

² Please see the letter from the Rent Board in Exhibit 3.



Map showing project supporters on the subject block

10. The project meets all applicable General Plan and Priority Policy findings.

The proposed project is consistent with the General Plan and the Residential Design Guidelines, meets the required CUA and Priority General Plan Policies findings, and the merger does not constitute the removal of an actual dwelling unit.

II. REQUIRED CONDITIONAL USE FINDINGS

(Planning Code § 303)

San Francisco Planning Code Section 303 establishes criteria for the Planning Commission to consider when reviewing applications for Conditional Use authorization. For the following reasons, the proposed project complies with Section 303.

1. The proposed use is necessary, desirable, and compatible with the neighborhood.

The project provides a development that is both necessary and desirable for North Beach. It preserves a family-sized unit at 524 Vallejo Street while **adding a new 440-square-foot studio** at 4 San Antonio Place. This new unit expands the neighborhood's housing options and contributes to the City's housing goals.

The project is compatible with the scale, character, and pattern of development in the neighborhood. It converts no exterior façade elements other than minimal, in-kind window replacement, per Planning's

direction. The project conforms to the RM-1 zoning standards and maintains the established residential rhythm of the block.

2. The project will not be detrimental to the health, safety, convenience, or general welfare of nearby residents or workers.

The project does not propose the demolition or removal of residential units. Because it **adds** a dwelling unit and legalizes the long-standing one-unit configuration, it does not trigger SB 330 and does not diminish the City's housing supply. The project adheres to all current building, fire, and life-safety codes.

Future residents of the new unit will benefit from proximity to public transit and neighborhood-serving amenities, reducing reliance on automobiles and limiting traffic impacts.

3. The project is consistent with the General Plan.

On balance, the project is fully consistent with the objectives and policies of the General Plan, including:

Housing Element

- **Objective 4.B / Policy 31:** Supports adding small units in lower-density areas and increasing supply for middle-income households.
- **Objective 4.C / Policies 32 & 33:** Supports multi-generational living, aging in place, and preventing outmigration of families with children.

Urban Design Element

- **Objective 1 / Policies 1.3 & 1.7:** Maintains the visual pattern and character of the North Beach district.
- **Objective 4 / Policy 4.12:** Enhances neighborhood comfort and safety through high-quality, code-compliant residential design.

A detailed General Plan consistency analysis is set forth in Section IV.

4. The project complies with all applicable standards of the Planning Code.

The proposed two-unit configuration conforms to the RM-1 (Residential, Mixed—Low Density) District. Density limits are met; the project does not exceed the allowable envelope; and required open space and access standards are satisfied.

5. The project does not conflict with Priority Policies of Planning Code § 101.1(b).

On balance, the project:

- **Preserves and enhances neighborhood-serving retail uses** by increasing the number of local residents who patronize them.
- **Conserves existing housing and neighborhood character** by maintaining the primary residence and adding a compatible new unit.
- **Protects the city's supply of affordable housing**, as the property contains no affordable or rent-controlled units.
- **Does not impede transit or overburden parking**, given the site's strong transit access.
- **Does not affect industrial sectors**, as no office or commercial use is introduced.
- **Enhances seismic safety** through code-compliant construction.
- **Does not affect parks, open space, or landmark resources**.

Thus, the project supports the City's priority policies.

III. REQUIRED RESIDENTIAL MERGER FINDINGS

(Planning Code § 317)

Planning Code Section 317 establishes criteria for reviewing applications involving residential mergers or legalization of unpermitted configurations. As detailed below, the project satisfies all criteria and warrants approval.

1. Whether the merger would eliminate only owner-occupied housing

- The property has functioned as a **single dwelling** since at least 2017 and has been owner-occupied continuously since that time. The proposed project does not eliminate any existing units; it legalizes the one-unit configuration and adds a second unit.

2. Whether the merger removes an affordable housing unit or a rent-controlled unit

- The property does not contain affordable units as defined by Planning Code §401.
- It has not contained rent-controlled units for at least a decade.
- No affordable housing will be removed.

3. If affordable housing is removed, whether replacement housing is provided

- Not applicable. No affordable units or rent-controlled units exist today.
- The project adds a high-quality, code-compliant second unit.

4. How recently any removed unit was tenant-occupied

- Records suggest the last tenant occupancy occurred prior to 2012, based on voter-roll information provided in Exhibit 4. The exact date is not known, but tenant occupancy ceased long before the 2016 CFC and 2017 sale.

5. Whether bedroom count will be preserved or increased

- The proposed two-unit configuration results in a **net increase of one bedroom** compared to the originally permitted plan set. The primary unit remains family-sized, while the new unit adds housing diversity without diminishing family housing.

6. Whether the merger is necessary to correct design or functional deficiencies

- If four units were required to be restored, the configuration would create:
 - one undersized two-bedroom unit (inadequate for the family), and
 - three extremely small studios.

- Requiring reconstruction of four units would produce less functional, less livable, and less code-compliant housing. Legalizing the single-unit condition and adding one high-quality unit better serves housing, safety, and neighborhood goals.

7. Appraised value of the least expensive unit proposed for merger

- Per the appraisal dated October 16, 2025, the estimated value of **4A San Antonio Place**, the smallest of the three paper-only former studio units, is **\$390,000**.

8. Eviction history

- The Planning Commission may not approve a merger if recent evictions occurred under specified sections of the Rent Ordinance.
- The Rent Board's letter (Exhibit 3) confirms **no evictions** or buyouts have occurred in at least ten years.
- Thus, the project fully complies with Section 317(g)(2)(H).

IV. GENERAL PLAN COMPLIANCE

On balance, the proposed project is consistent with the objectives and policies of the San Francisco General Plan, particularly the **Housing Element** and **Urban Design Element**.

Housing Element

Objective 4.B – Expand small and mid-rise multifamily housing production for middle-income households.

Policy 31: Facilitate small and mid-rise buildings that private development can deliver without deed restrictions, including through adding units in lower-density areas.

Project Consistency:

- The project adds a **new, code-compliant 440 SF studio unit** in an RM-1 district. This is exactly the type of incremental, lower-density housing addition envisioned by Policy 31.

Objective 4.C – Diversify housing types for all cultures, family structures, and abilities.

Policy 32: Support multigenerational and flexible living arrangements, including aging in place.

Policy 33: Prevent the outmigration of families with children.

Project Consistency:

- The project preserves a **family-sized, four-bedroom primary unit** and adds a smaller, independent unit suitable for extended family, caregivers, or middle-income residents.
- The project enables a long-standing San Francisco family to remain in their home, directly supporting the goal of preventing family displacement.

Urban Design Element

Objective 1 – Maintain the characteristic pattern that defines neighborhoods.

Policies 1.3 and 1.7: Recognize the importance of consistent building patterns and transitions between districts.

Project Consistency:

- The project includes **no façade changes**, other than minimal in-kind window replacement at Planning's request.
- The scale and envelope remain unchanged, preserving the block's visual and spatial rhythm.

Objective 4 – Improve neighborhood environment for comfort, safety, pride, and opportunity.

Policy 4.12: Promote and maintain high-quality landscaping and open space.

Project Consistency:

- The new unit includes **457 SF of adjacent open space**.

- All improvements adhere to current Building and Fire Codes, enhancing long-term safety and resilience.

V. PRIORITY PLANNING POLICIES (SECTION 101.1(b))

Planning Code Section 101.1(b) requires all permits to be reviewed for consistency with the Eight Priority Policies. The project complies with all applicable policies.

1. Neighborhood-serving retail uses should be preserved and enhanced.

- The project adds a new residential unit, increasing the number of patrons who support local businesses in North Beach.

2. Existing housing and neighborhood character should be conserved and protected.

- The project **preserves** the existing, long-standing single-family configuration and **adds** a high-quality studio. The exterior is unchanged, maintaining the architectural character of Vallejo Street.

3. The City's supply of affordable housing should be preserved and enhanced.

- The site **does not contain affordable or rent-controlled units**. No removal occurs. The new unit may serve a middle-income household.

4. Commuter traffic should not impede MUNI or overburden streets and parking.

- The site is transit-rich. Additional residents will have access to multiple MUNI routes, minimizing traffic impacts and parking demand.

5. A diverse economic base should be maintained.

- The project does not introduce any office or commercial use.

6. The City should achieve the greatest possible earthquake preparedness.

- All construction will meet current Building Code standards, improving structural and life-safety performance.

7. Landmarks and historic buildings should be preserved.

- The project does not modify or affect any landmark or historic resource.

8. Parks and open space should be protected from development.

- The project does not impact public parks, open space, or sunlight access.

VI. FEASIBILITY & COST ANALYSIS OF RESTORING FOUR UNITS

The Planning Department initially instructed the applicants to restore the property to a four-unit configuration. After detailed analysis with Sutro Architects and DBI review, it became clear that reconstructing four fully code-compliant units would require extensive, invasive, and cost-prohibitive construction, including:

- Structural upgrades needed to partition the building into separate units
- Independent egress paths for each new unit
- Additional plumbing, gas, and electrical systems
- Fire-rated separations and assemblies
- Life-safety upgrades
- Kitchen and bathroom additions for each unit
- Compliance with current fire, building, mechanical, and accessibility codes

Preliminary estimates indicate that restoring four code-compliant units would cost \$849,448 more than the proposed two-unit project, an infeasible burden for a single-family homeowner and far beyond what is typical for small, incremental housing additions.

Further, this reconstruction would produce:

- Three extremely small studios
- One inadequate two-bedroom unit

These outcomes are **less functional**, less livable, and contrary to San Francisco's goals for family housing and equitable housing quality.

The proposed two-unit project:

- requires far less construction
- complies with modern safety standards
- provides one family-sized unit and one high-quality studio
- adds a unit to the housing stock
- avoids unnecessary demolition and disruption

Thus, the proposed project represents the **only feasible, reasonable, and policy-aligned solution**.

The proposed project at **524 Vallejo Street** offers a fair, feasible, and policy-aligned resolution to a unique condition created more than a decade ago—one the current homeowners did not create but have spent nearly three years working diligently and in good faith to correct. Although City records reflect a historical permit set authorizing four units, extensive evidence demonstrates that three of those units were either never constructed or had been consolidated without permits prior to the home's 2017 sale. For at least eight years, the property has existed and operated as a single dwelling, as shown through MLS listings, physical inspection, neighbor testimony, as-built plans, and the lived experience of two successive families.

The project before the Commission legalizes this long-standing one-unit condition **and adds a new, high-quality second unit**—thereby increasing the housing supply without removing any existing units, displacing no tenants, and affecting no affordable or rent-controlled housing. The resulting two-unit configuration preserves a much-needed family-sized home in North Beach, adds a smaller studio well-suited to middle-income residents, and produces a more functional and code-compliant arrangement than the infeasible reconstruction of four extremely small units.

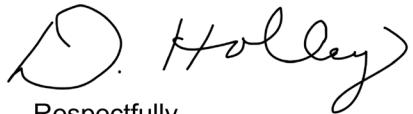
The applicants have worked cooperatively with Planning and DBI across multiple years, iterations, delays, and changes in City interpretation, pursuing the path that best supports neighborhood stability and Citywide housing goals. On balance, the project is fully consistent with the **General Plan, Priority Planning Policies, Conditional Use Findings, and Residential Merger Findings**, and it produces the most reasonable and beneficial outcome for both the property and the City.

For these reasons, we respectfully request that the Planning Commission approve the proposed Conditional Use Authorization to legalize the existing configuration and add a new second dwelling unit. This approval will allow the legal record to match the building's actual condition, increase the City's

524 Vallejo Street CUA

housing stock, restore compliance, and allow a long-established North Beach family to remain in their home and community.

If you have any questions, please contact **Deborah Holley** at **Deborah@Holleyconsulting.com** or **(415) 389-9329**.

A handwritten signature in black ink, appearing to read "D. Holley".

Respectfully,

Deborah Holley
Holley Consulting

EXHIBITS INDEX

The following exhibits support the application and demonstrate the long-standing single-unit condition of the property:

Exhibit 1 — Documentation of One-Unit Configuration

2017 and 2021 listing materials (photographs, floor plans, marketing brochures); as-built schematics prepared after Notice of Enforcement; interior photographs showing single kitchen and unified layout.

Exhibit 2 — Planning Department Email Correspondence

Email exchanges between the applicant's consultant and Planning staff demonstrating changes in guidance, including the November 2024 clarification on SB 330.

Exhibit 3 — San Francisco Rent Board Letter

Confirmation of **no tenant evictions or buyouts** on record in the past ten years.

Exhibit 4 — Voter Roll Research

Evidence indicating the last known tenant occupancy was prior to 2012.

Exhibit 5 — Family Neighborhood Engagement

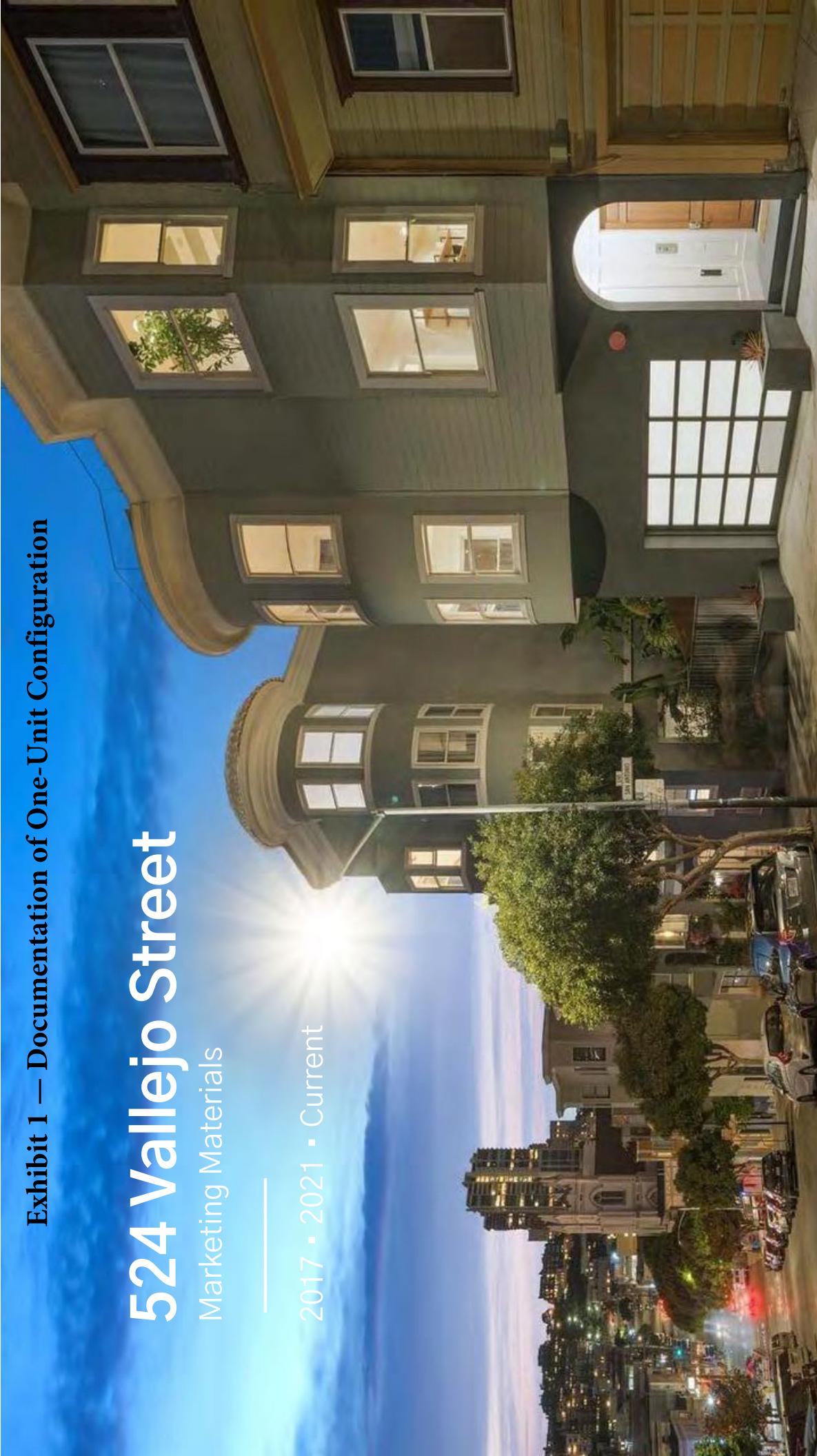
Evidence of the family's local and civic engagements and involvements throughout the years.

Exhibit 1 – Documentation of One-Unit Configuration

524 Vallejo Street

Marketing Materials

2017 • 2021 • Current



Marketing Materials Over Time

These images—2017 listing, 2021 listing, and current home photos—tell a consistent story. For nearly a decade, the property has had one architecture, one layout, one use: a **single-family home**. Despite the plans filled with the city, there is no material or visual evidence of a four-unit building at any point in its modern history—only a single, continuous home created through the developer's full-scale remodel after the 2010 purchase.

Listing Description - 2017

Listing Descriptions - 2021

Property details

Xfinity

New home. Some green. WiFi.

Interior

Bedrooms

• Bedrooms: 5

Other rooms

- Main Level: 1 Bedroom, 2 Baths, 1 Master Suite, Living Room
- Upper Level: 1 Bedroom, 1S Baths, 1 Master Suite, Kitchen
- Lower Level: 1 Bedroom, 1 Bath, 1 Master Suite

Features

Home Features

• Special Features: Elevator/Lift

Building and Construction

- House Style: Contemporary/Custom, Edwardian
- Levels Or Stories: 4
- Exterior: Stucco, Redwood Siding

Exterior

Exterior and Lot Features

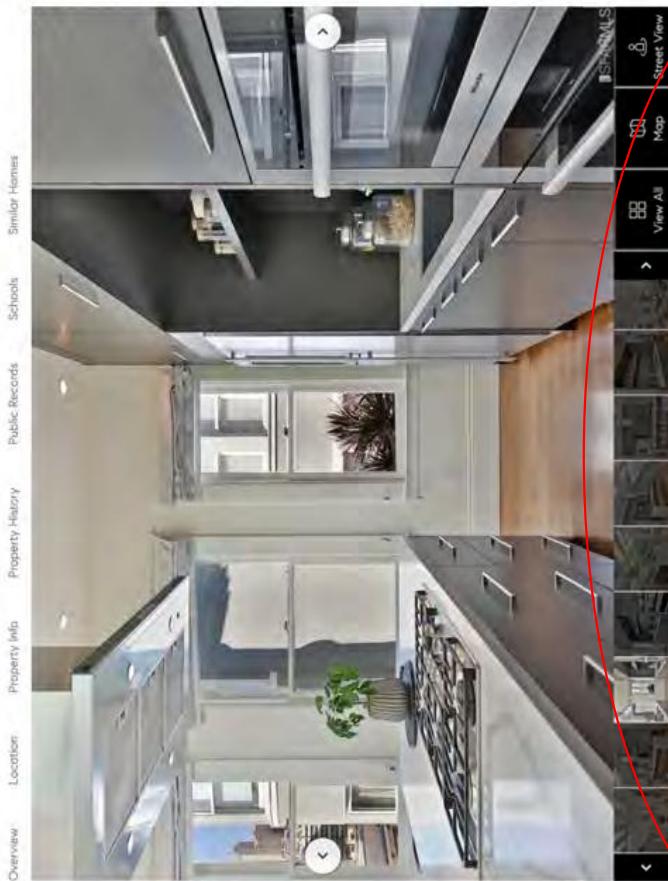
- View: Panoramic, City Lights, San Francisco, Downtown
- Lot Measurement: Sq Ft

Listing

Other Property Info

- County: San Francisco
- Area: SF District 8, G
- Subdivision: Telegraph Hill
- Zoning: Rm-1
- Shipping: 1 Block
- Transportation: 1 Block
- Cross Street Address: Kearny

Show less ^



Situated where Tele Hill meets N Beach, 524 Vallejo offers rare opportunity to have iconic views & walkability to world-class restaurants & amenities from your home. An elevator serves the home from the garage to main lev. Renovated in 2015, the home seamlessly blends a historic exterior w/a clean, modern yet warm interior. Main lev. of home feat. chef's kit, din, & fam area w/ impressive views. Ensuite bed, w/full ba can be used as a media room or liv. room. The lev. is completed by a powder room & lg storage room w/ wr. Below main lev. the bed lev boasts 3 beds, & 2 full ba. Master bed w/a spa-like ba provides a retreat after a long, hard day. 2 other beds & full ba complete the lev. An addl ensuite bed w/dir. access to side yard & sep. entrance is found at entry level. At the very top of the home, pent-level excludes a dream-like quality. The spacious pent-room w/full ba & closet, & accordion glass doors lead to lg roof terr. w/built-in bbq & sparkling views of SF.

Continue ^

Listing Agent



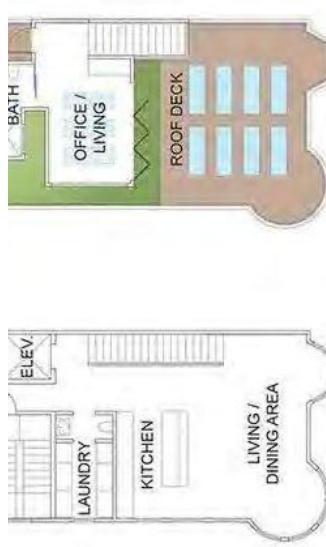
Ludovico Mazzola
Listing Agent
Compass
DRE #010851286

ludovico@compass.com
P: (415) 632-7483

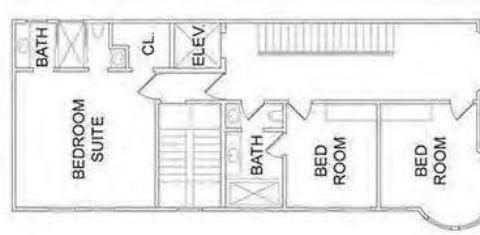
Listing Descriptions - 2021

Layout

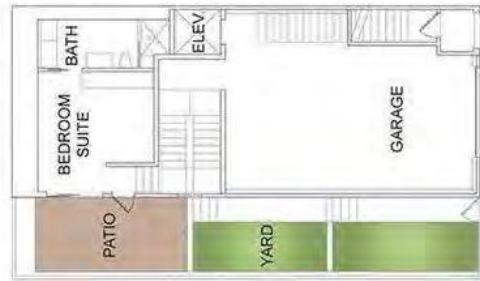
2017 MARKETING MATERIALS



FOURTH FLOOR PLAN

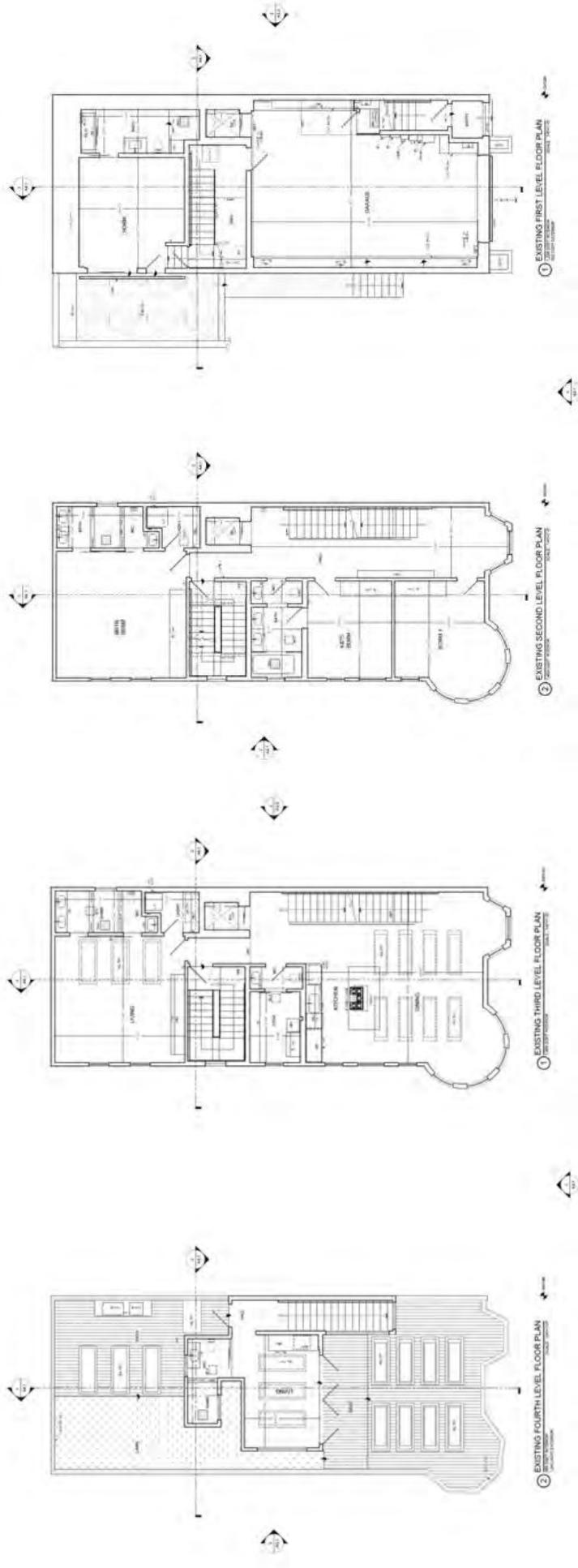


THIRD FLOOR PLAN



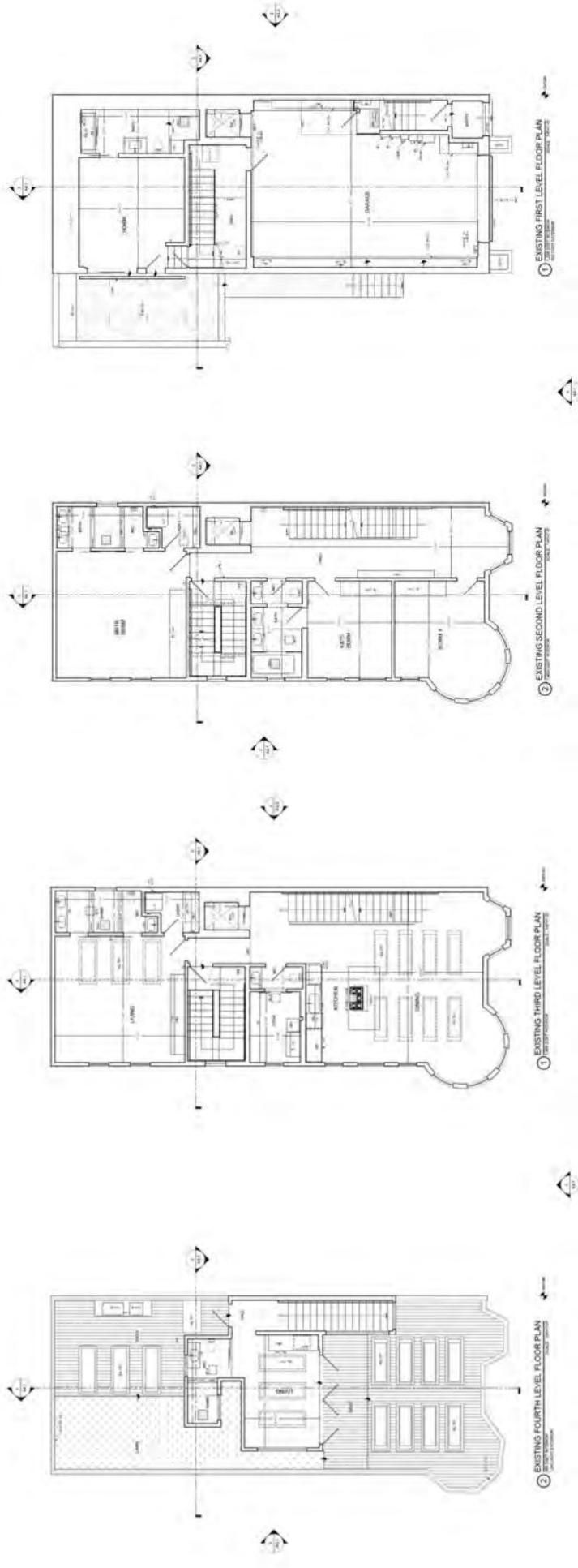
Layout

CURRENT AS BUILT LAYOUT
AS OF NOVEMBER 2025



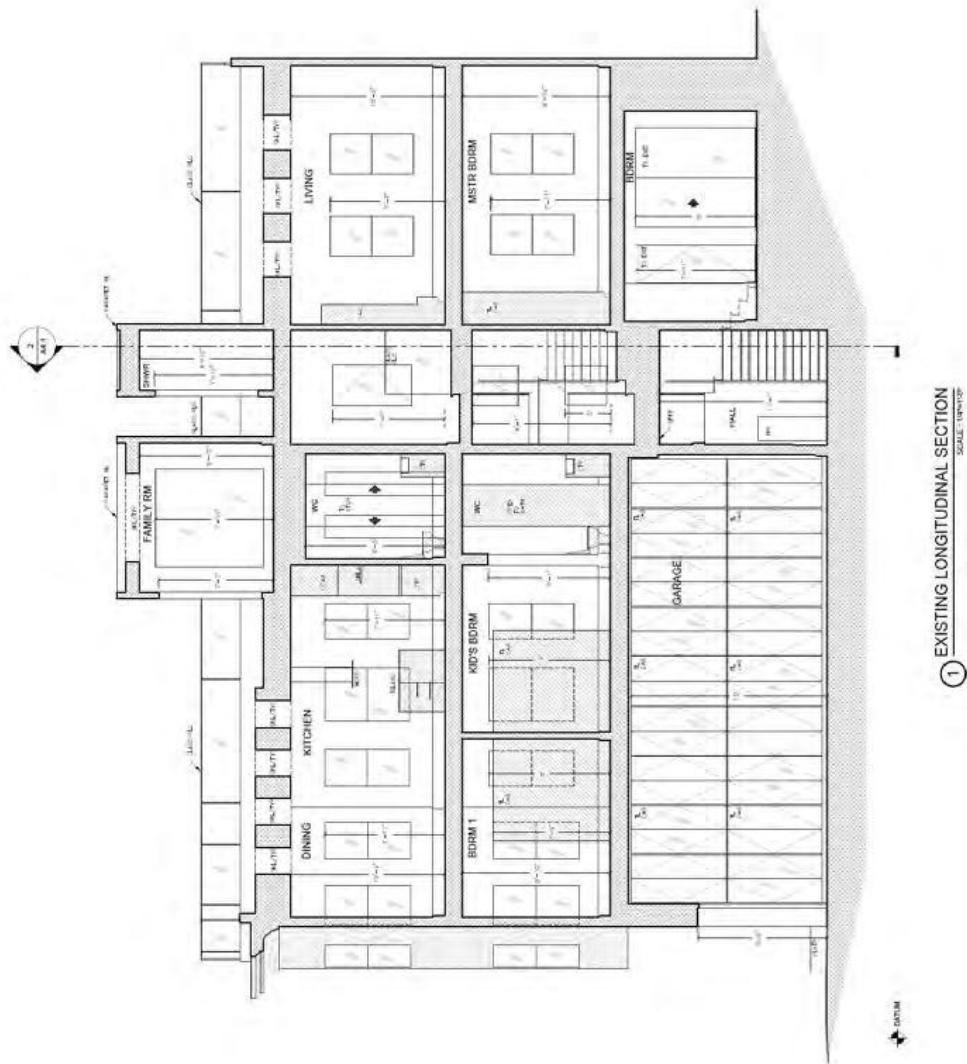
Layout

CURRENT AS BUILT LAYOUT
AS OF NOVEMBER 2025



Layout

CURRENT AS BUILT LAYOUT
AS OF NOVEMBER 2025



Ownership History

524 Vallejo St

San Francisco, CA 94133

Telegraph Hill Neighborhood

Estimated Value: \$2,414,000 - \$4,596,000

→ Bed

6 Baths

3,713 Sq Ft

\$1,085/Sq Ft Est. Value

About This Home

This home is located at 524 Vallejo St, San Francisco, CA 94133 and is currently estimated at \$4,027,229, approximately \$1,084 per square foot. 524 Vallejo St is a home located in San Francisco County with nearby schools including Chin (John Yehall) Elementary School, Francisco Middle School, and Sts. Peter And Paul K-8.

Ownership History

Date	Name	Owned For	Owner Type
Apr 2021 - Present	Holloway Katerlin and Ramirez Benjamin	4 Years and 7 Months	Private Individual
Jun 2017 - Apr 2021	Roumania Llc	3 Years and 10 Months	Company
Oct 2010 - Jun 2017	Iskandar Peter	6 Years and 8 Months	Private Individual
Oct 2002 - Oct 2010	Marenco William A	8 Years	Private Individual
Mar 2002 - Oct 2002	Marenco William A	7 Months	Private Individual
Mar 2002 - Mar 2002	Marenco William A	Less than a month	Private Individual
Jun 1994 - Mar 2002	Marenco William M	7 Years and 9 Months	Private Individual

Source: Public Records

Exterior

2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT

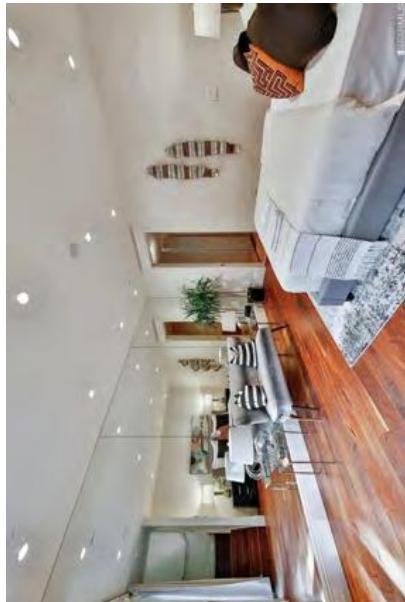


1st Floor - Guest Room

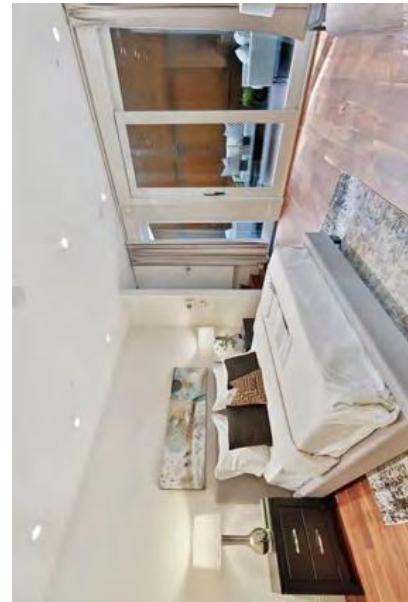
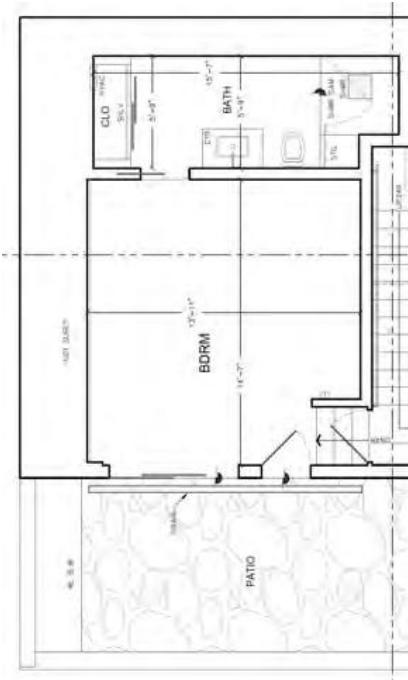
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT AS BUILT

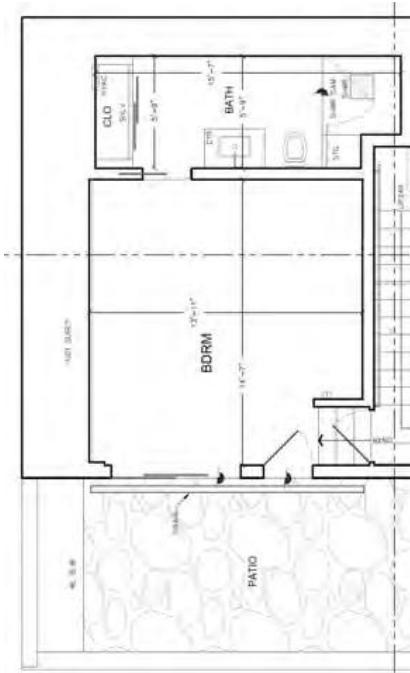


1st Floor - Guest Room

2017 MARKETING MATERIALS

2021 MARKETING MATERIALS

CURRENT AS BUILT



1st Floor - Guest Room Patio

2017 MARKETING MATERIALS



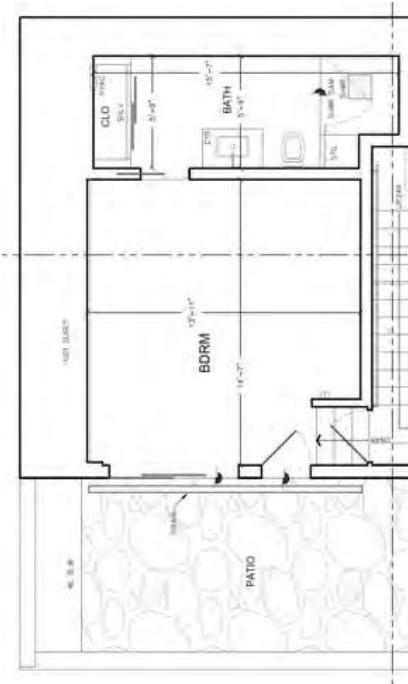
NO
PHOTOS
AVAILABLE

2021 MARKETING MATERIALS



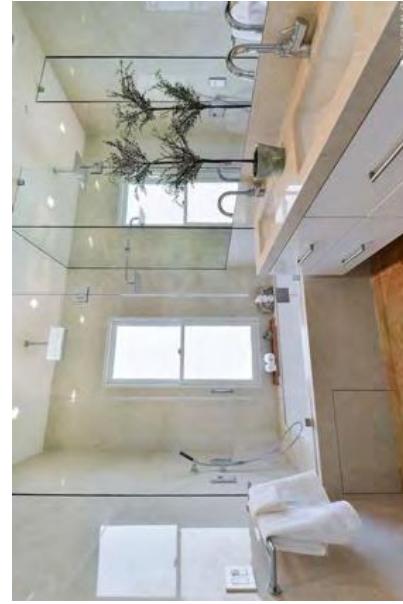
NO
PHOTOS
AVAILABLE

CURRENT AS BUILT



2nd Floor - Shared Bathroom

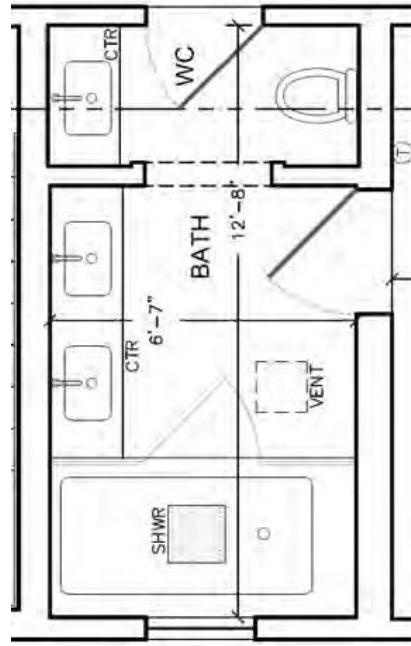
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT AS BUILT



2nd Floor - Bedroom 1

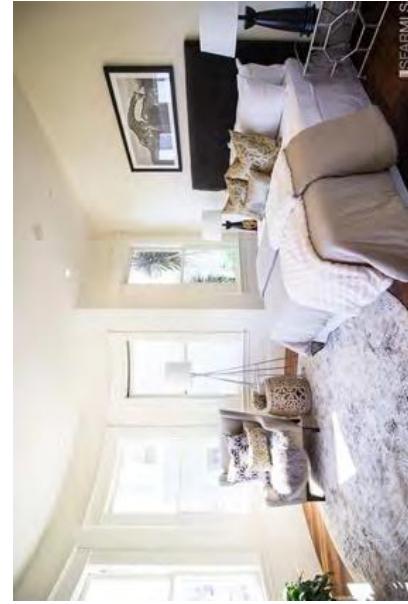
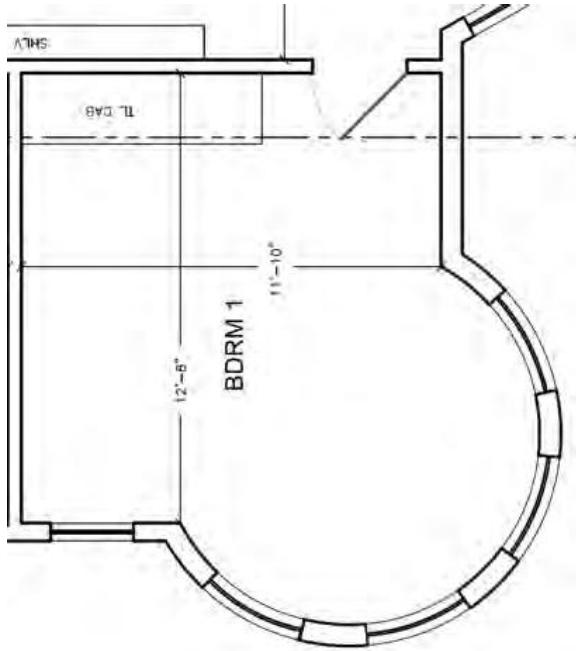
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT AS BUILT



2nd Floor - Bedroom 2

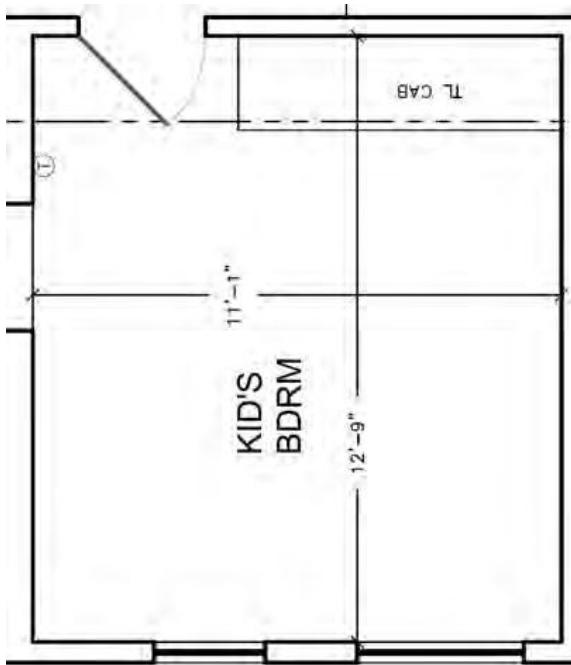
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS

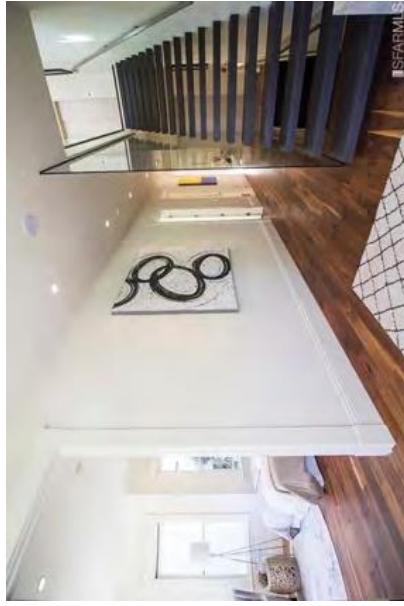


CURRENT AS BUILT



2nd Floor - Landing

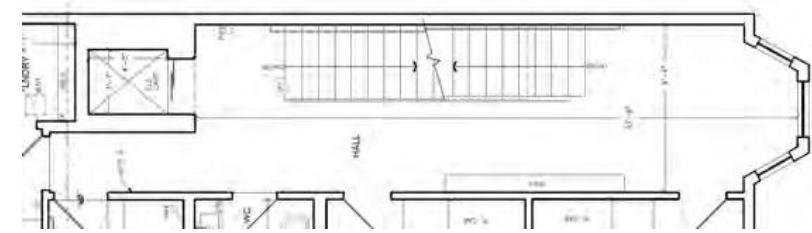
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT AS BUILT



2nd Floor - Primary Bedroom

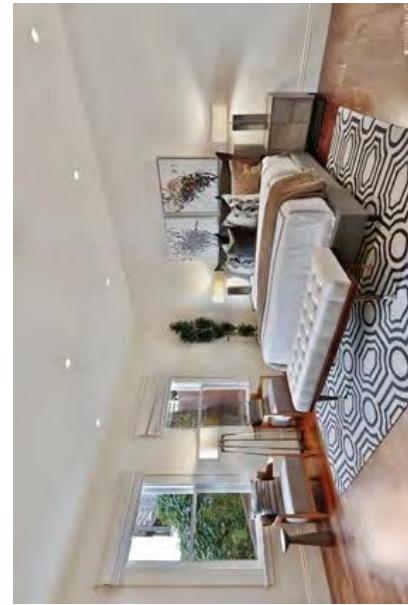
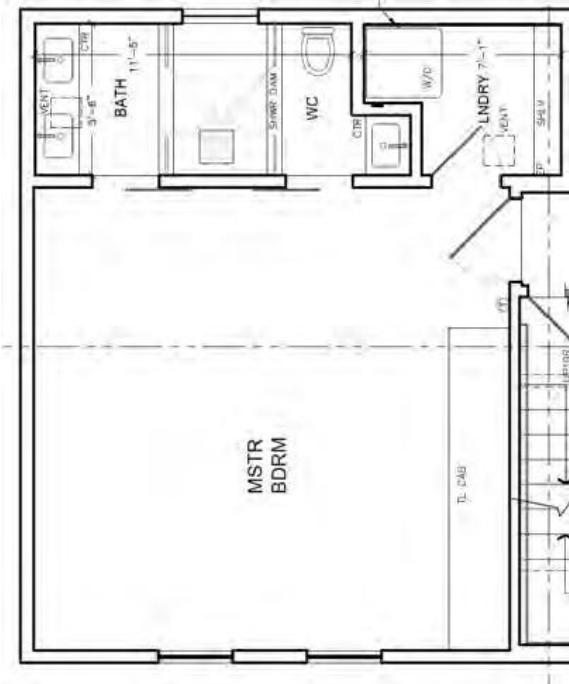
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT AS BUILT



2nd Floor - Primary Bedroom

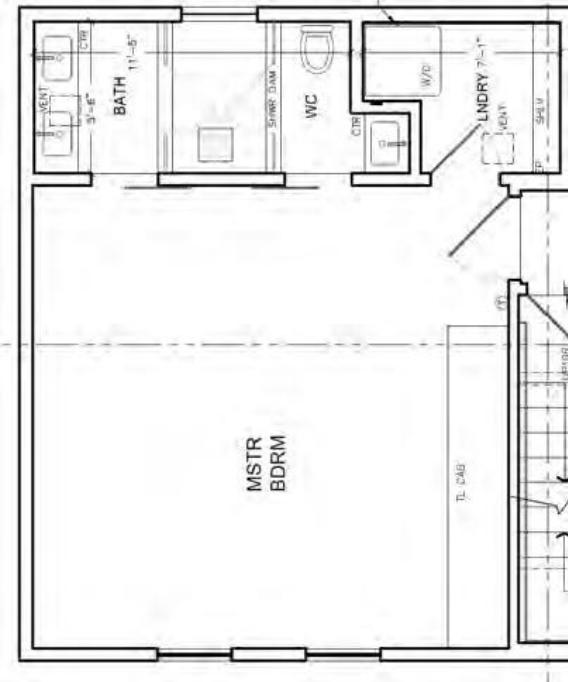
2017 MARKETING MATERIALS

2021 MARKETING MATERIALS

CURRENT AS BUILT



NO
PHOTOS
AVAILABLE



NO
PHOTOS
AVAILABLE

NO
PHOTOS
AVAILABLE

2nd Floor - Primary Bedroom Bathroom

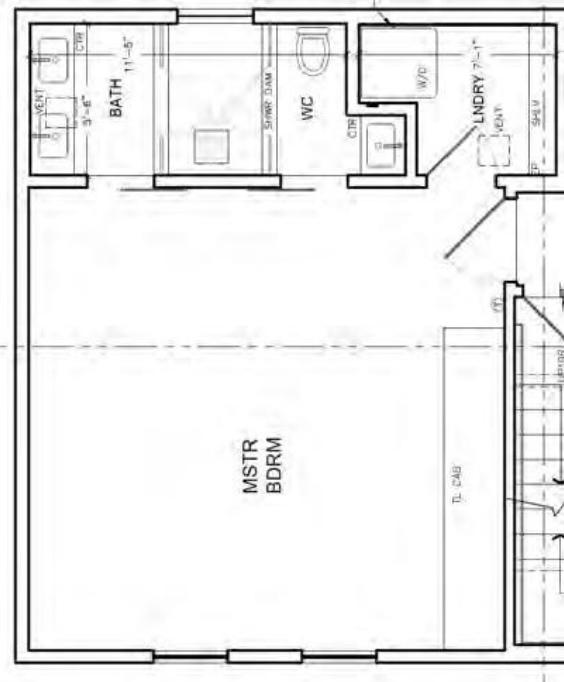
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT AS BUILT



2nd Floor - Primary Bedroom Bathroom

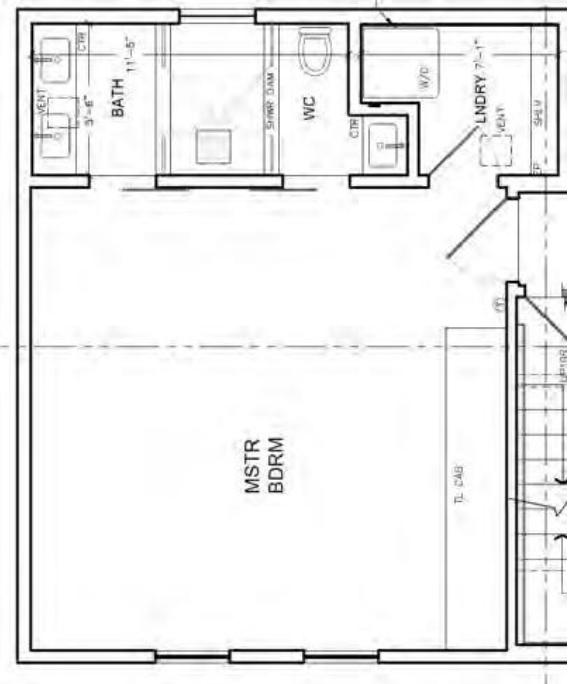
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT AS BUILT



**NO
PHOTOS
AVAILABLE**

3rd Floor - Kitchen

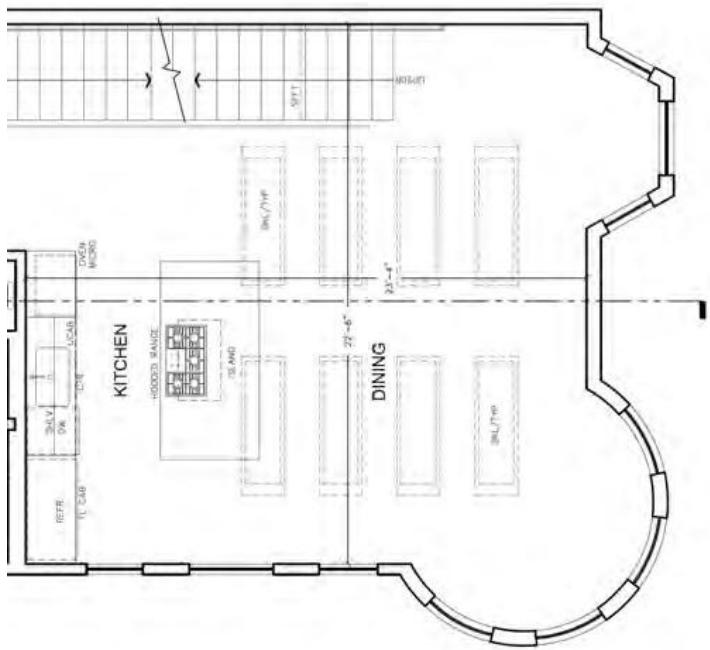
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT AS BUILT



3rd Floor - Kitchen

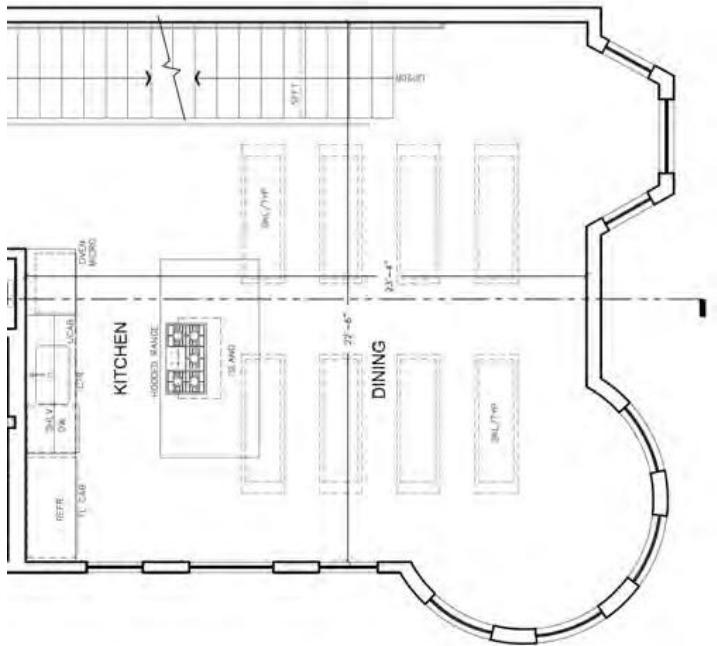
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT AS BUILT



3rd Floor - Kitchen

2017 MARKETING MATERIALS

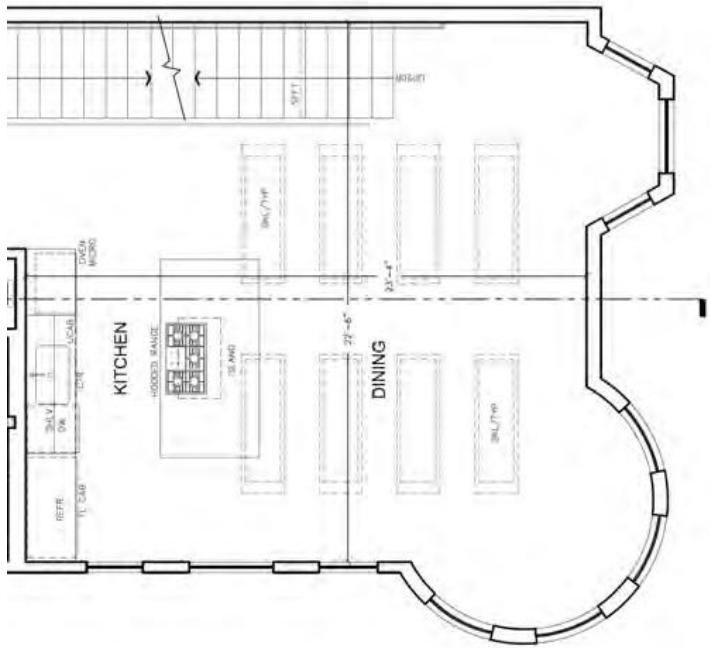


NO
PHOTOS
AVAILABLE

2021 MARKETING MATERIALS



CURRENT AS BUILT



3rd Floor - Kitchen

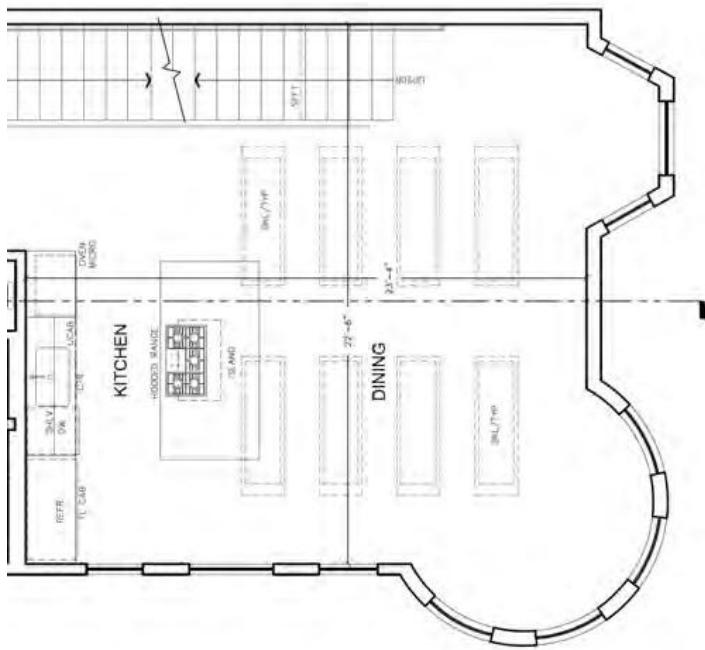
2017 MARKETING MATERIALS

NO
PHOTOS
AVAILABLE

2021 MARKETING MATERIALS



CURRENT AS BUILT



3rd Floor - Pantry

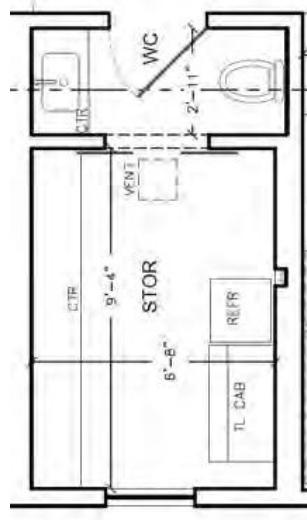
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT AS BUILT



NO
PHOTOS
AVAILABLE



3rd Floor - Living Room

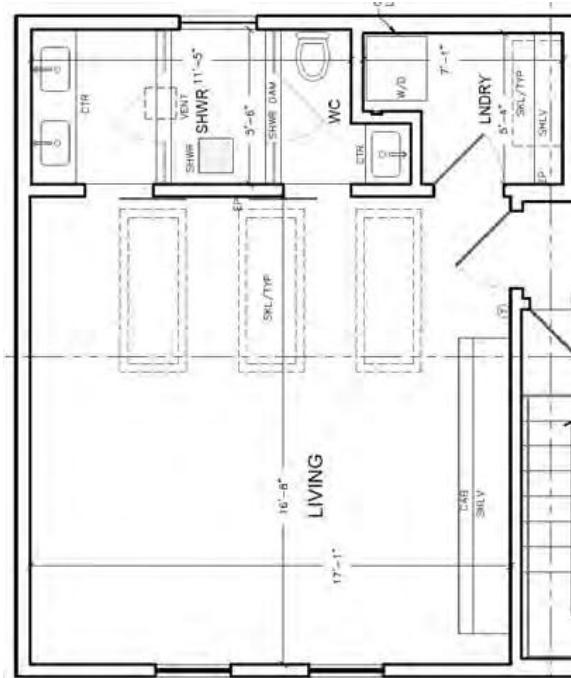
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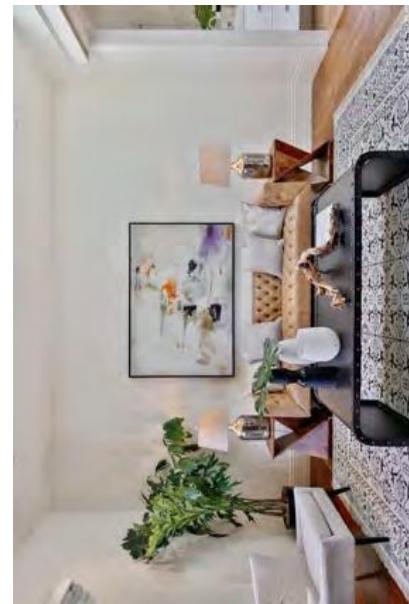
2021 MARKETING MATERIALS



CURRENT AS BUILT



NO
PHOTOS
AVAILABLE



3rd Floor - Living Room

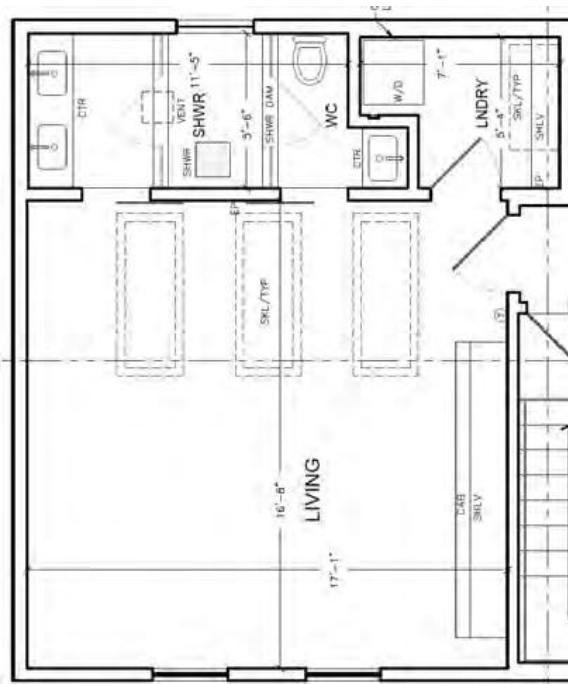
2017 MARKETING MATERIALS

NO
PHOTOS
AVAILABLE



2021 MARKETING MATERIALS

NO
PHOTOS
AVAILABLE



Pentroom

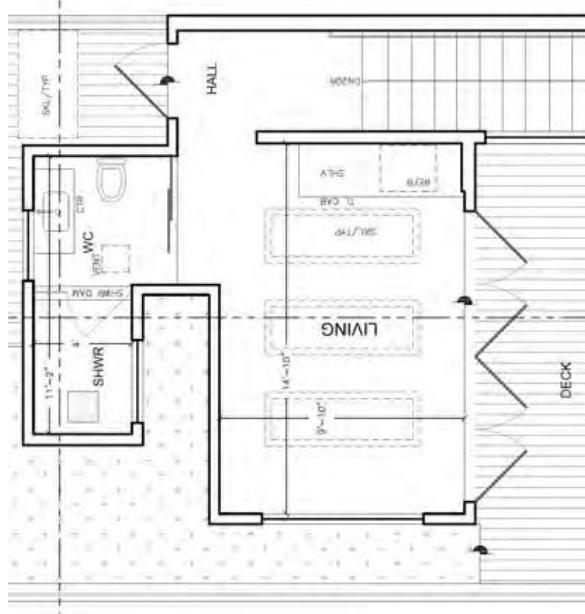
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT AS BUILT

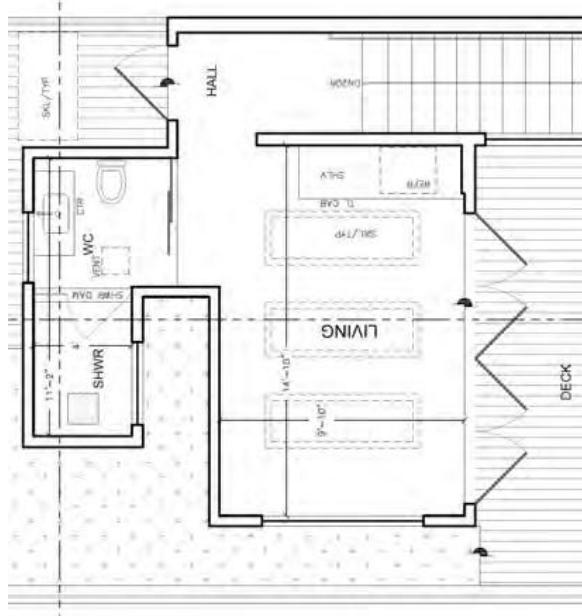


Pentroom

2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



NO
PHOTOS
AVAILABLE

Pentroom Bathroom

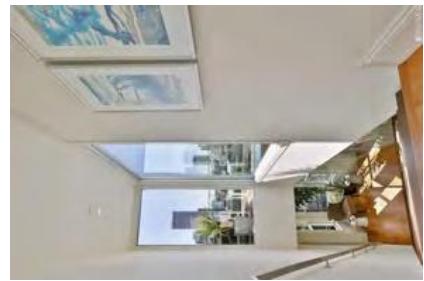
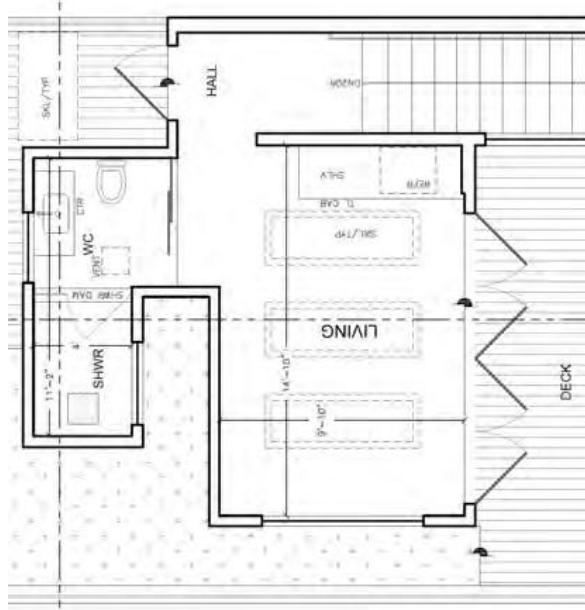
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT AS BUILT



Roof Deck - Front

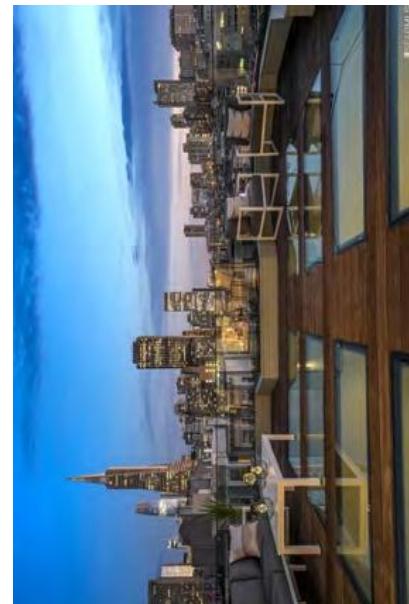
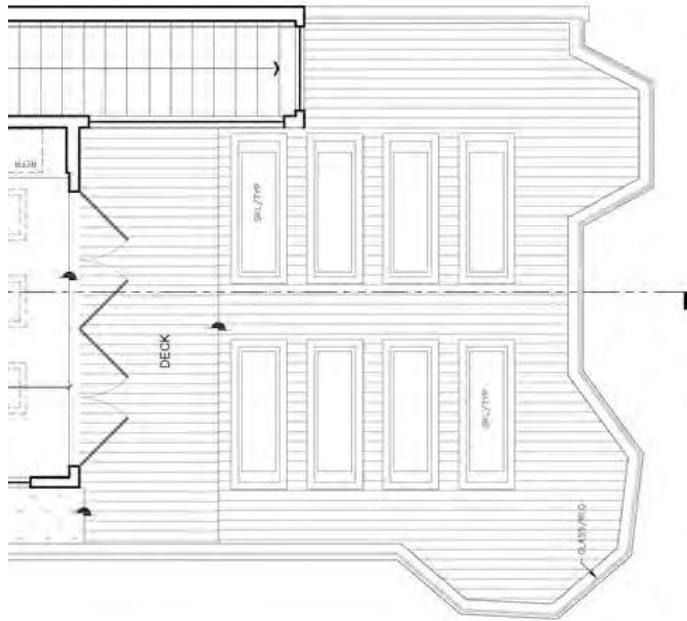
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS

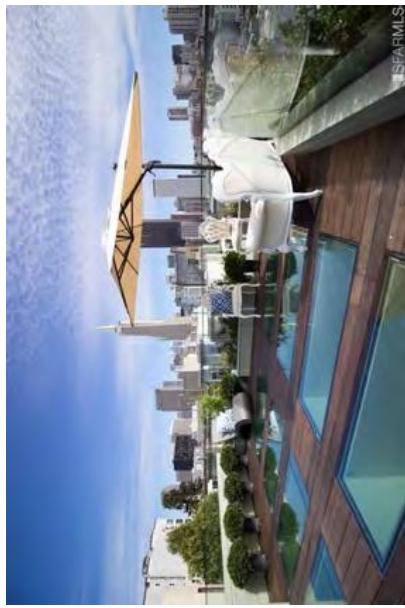


CURRENT AS BUILT



Roof Deck - Front

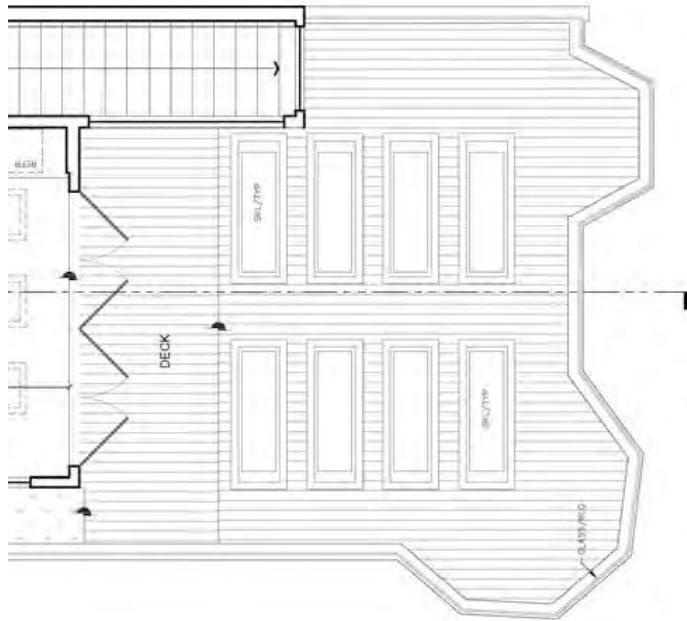
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS



CURRENT AS BUILT



Roof Deck - Rear

2017 MARKETING MATERIALS



NO
PHOTOS
AVAILABLE

2021 MARKETING MATERIALS



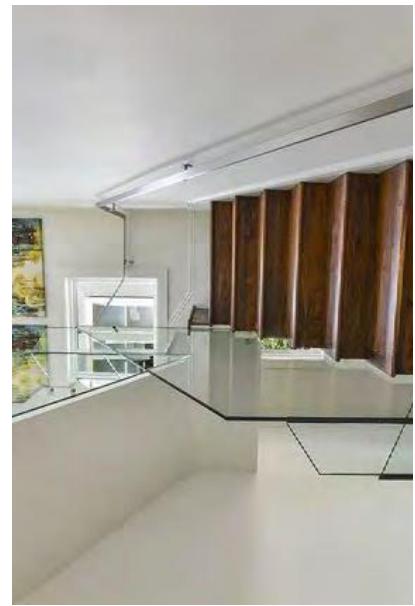
NO
PHOTOS
AVAILABLE

CURRENT AS BUILT



Back Stairwell

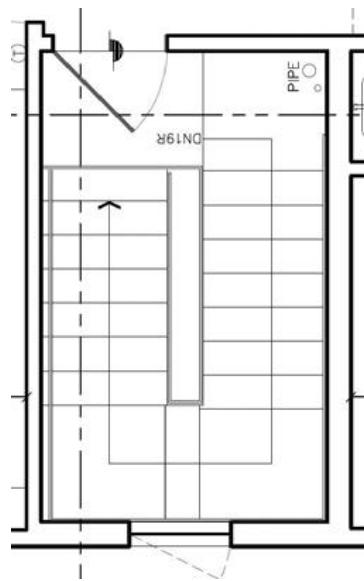
2017 MARKETING MATERIALS



2021 MARKETING MATERIALS

NO
PHOTOS
AVAILABLE

CURRENT AS BUILT



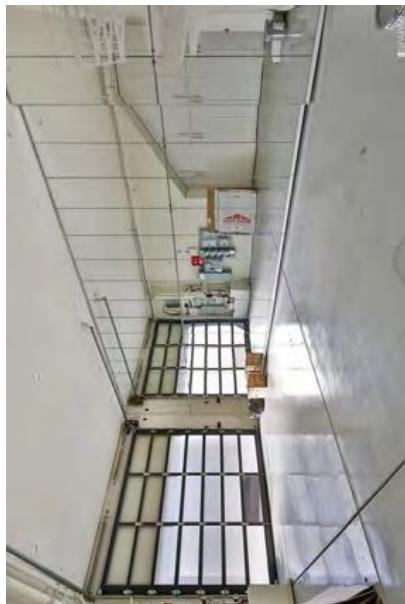
Garage

2017 MARKETING MATERIALS



NO
PHOTOS
AVAILABLE

2021 MARKETING MATERIALS



NO
PHOTOS
AVAILABLE

CURRENT AS BUILT

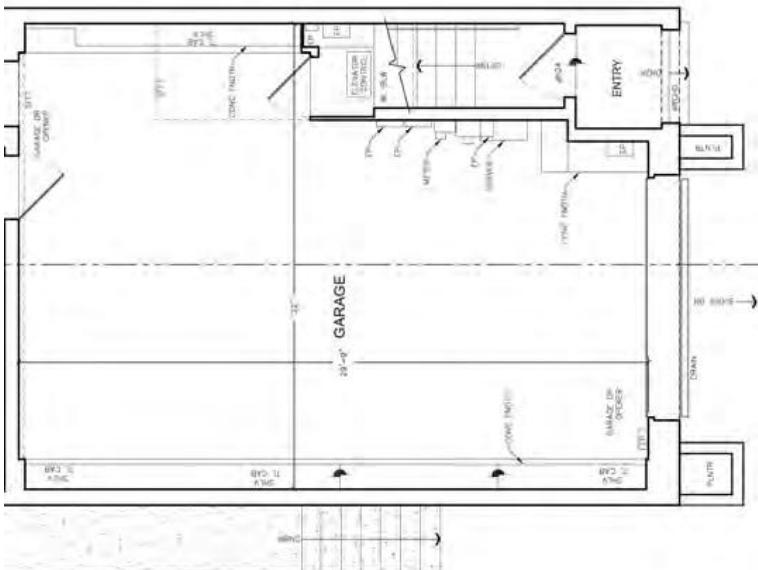


EXHIBIT 2

PLANNING DEPARTMENT EMAIL COMMUNICATION

From: Page, Vincent (CPC) <vincent.w.page.ii@sfgov.org> 524 Vallejo Street CUA

Date: Monday, December 2, 2024 at 5:25 PM **To:** Deborah Holley

<deborah@holleyconsulting.com> **Cc:** Katelin Holloway <katelin.holloway@gmail.com>, Ben Ramirez <ben.ramirez@gmail.com>, Stephen Sutro <ssutro@sutroarchitects.com>, Nick Colendich <ncolendich@sutroarchitects.com> **Subject:** RE: 524-526 Vallejo Street - Permit Drawing

Hi Deborah,

Thanks so much for letting me know. I know the holidays are coming up, but if you would be able to do so, can you submit the Project Application within 30 days?

Thank you,

Vincent

Vincent W. Page II, Planner [he/him]

District 6/Code Enforcement, Current Planning Division

San Francisco Planning Department
49 South Van Ness Avenue, Suite 1400

San Francisco, CA 94103

Direct: 628.652.7396 | www.sfplanning.org

[San Francisco Property Information Map](#)

From: Deborah Holley <deborah@holleyconsulting.com> **Sent:** Monday, December 2, 2024 5:23 PM

To: Page, Vincent (CPC) <vincent.w.page.ii@sfgov.org> **Cc:** Katelin Holloway

<katelin.holloway@gmail.com>; Ben Ramirez <ben.ramirez@gmail.com>; Stephen Sutro

<ssutro@sutroarchitects.com>; Nick Colendich <ncolendich@sutroarchitects.com> **Subject:** Re: 524-

526 Vallejo Street - Permit Drawing

Hi Vincent,

Thank you for taking the time to meet with Stephen and me to discuss our options for this project.

I wanted to let you know that we will be revising the plans and submitting a Project Application and Supplemental CUA Application for dwelling unit merger.

Please let me know if you need anything further from us.

Best,

Deborah

Holley Consulting

www.Holleyconsulting.com

220 Montgomery Street, Suite 2100

San Francisco, CA 94104

415 389-9329 office

415 609-9329 mobile

From: Page, Vincent (CPC) <vincent.w.page.ii@sfgov.org> **Sent:** Monday, November 18, 2024 6:00 PM

To: Deborah Holley <deborah@holleyconsulting.com> **Cc:** Ro Sanchez Seijas

<rsanchez@sutroarchitects.com>; Jenai Medina Bourke <jmedina@sutroarchitects.com>; Ben

Ramirez <ben.ramirez@gmail.com>; Katelin Holloway <katelin.holloway@gmail.com> **Subject:**

RE: 524-526 Vallejo Street - Permit Drawing

Hi Deborah,

It's been more than a year since we last corresponded about this project. I just checked the Permit Tracking System and can see that DBI issued comments on 6/21/2023, but it doesn't look like any further action has been taken. Can you please provide an update?

Also, I wanted to share with you that the Department received updated guidance from the State that has resulted in us revising our interpretation of SB 330: It is now our position that the Planning Commission may review Conditional Use Authorization applications to legalize Dwelling Unit mergers and has the

option to approve or deny them. This supersedes the guidance I provided to the property owner back in March of 2022.

Within 30 days, please either submit a plan revision for BPA No. 202305198198 that responds to comments, or file a [Project Application](#) with supplemental applications for [Conditional Use Authorization](#) and [Dwelling Unit Removal](#) to CPC.Intake@sfgov.org.

Thank you,

Vincent

Vincent W. Page II, Planner [he/him]

District 6/Code Enforcement, Current Planning Division

San Francisco Planning Department

49 South Van Ness Avenue, Suite 1400

San Francisco, CA 94103

Direct: 628.652.7396 | www.sfplanning.org

[San Francisco Property Information Map](#)

Exhibit 3 — San Francisco Rent Board Letter



San Francisco
Planning

49 South Van Ness Avenue, Suite 1400

San Francisco, CA 94103

628.652.7600

www.sfplanning.org

Rent Board Response to Request from Planning Department for Eviction History Documentation

Re: 4 San Antonio, 524-526 Vallejo St

This confirms that the undersigned employee of the San Francisco Rent Board has reviewed its records pertaining to the above-referenced unit(s) to determine whether there is any evidence of evictions on or after the date specified. All searches are based upon the street addresses provided.

No related eviction notices were filed at the Rent Board after:

12/10/13
 03/13/14
 10 years prior to the following date: _____

Yes, an eviction notice was filed at the Rent Board after:

12/10/13
 03/13/14
 10 years prior to the following date: _____
o See attached documents.

There are no other Rent Board records evidencing an eviction after:

12/10/13
 03/13/14
 10 years prior to the following date: _____

Yes, there are other Rent Board records evidencing an eviction after:

12/10/13
 03/13/14
 10 years prior to the following date: _____
o See attached documents.

Signed:

Jessica Gallegos

Dated:06/17/2025

Jessica Gallegos
Rent Board Specialist

The Rent Board is the originating custodian of these records; the applicability of these records to Planning permit decisions resides with the Planning Department.

Exhibit 4 — Voter Roll Research

REVIEW OF VOTER ROLL RECORDS

Site Address: 524-526 Vallejo Street & 4-4A San Antonio Place
Assessor's Block/Lot: 0132 / 009
Planning Record No.: 2024-011561CUA & 2022-000583ENF

Post 2021 is N/A as subject property was purchased by the current owners in 2021.

2021 Voter Roll	524 Vallejo	Gadde, Vijaya
	526 Vallejo	Homsany, Ramsey Patrick
	4 San Antonio	n/a
	4A San Antonio	n/a

2018 Voter Roll	524 Vallejo	Gadde, Vijaya
		Homsany, Ramsey Patrick
		Tariyal, Ritu
	526 Vallejo	n/a
	4 San Antonio	n/a
	4A San Antonio	n/a

2016 Voter Roll	524 Vallejo	n/a
	526 Vallejo	n/a
	4 San Antonio	n/a
	4A San Antonio	n/a

2012 Voter Roll	524 Vallejo	Monast, Lawrence R.
	526 Vallejo	Uyeda, Patricia
	4 San Antonio	Grant, John P.
	4A San Antonio	n/a

Completed on: 9/26/2025
Completed by: Vincent W. Page II

Exhibit 5 — Community and Civic Engagement of the Holloway–Ramirez Family

For more than 22 years, the Holloway–Ramirez family has been deeply woven into the civic and cultural life of North Beach. Their support for neighborhood institutions—from small businesses like Gorilla Arm Coffee, to local nonprofits like North Beach Citizens, to public schools such as Garfield Elementary—reflects a long-standing commitment to this community. Their contributions underscore their desire to remain part of North Beach for generations to come and to continue investing time, resources, and care into the neighborhood they call home.

1. Support for Small Businesses & Neighborhood Vitality

Gorilla Arm Coffee — Early Pandemic Initiative for Essential Workers & Community

During the height of the COVID-19 shutdown in early 2020, Ben created a small but powerful neighborhood relief effort that came to be known as “[Gorilla Arm Coffee](#).” With the city locked down and essential workers carrying the heaviest burden, Ben wanted to support the people keeping San Francisco running — postal workers, health-care staff, grocery clerks, delivery drivers, sanitation workers, neighbors heading to essential jobs, and anyone struggling during an uncertain time.

Each morning, Ben opened his kitchen window on Grant Avenue and handed out free, freshly brewed coffee to anyone who needed a boost. To maintain safe distancing, he used a toy gorilla arm to pass the cups across the sidewalk — a playful innovation that brought joy, levity, and comfort to stressed neighbors. Word spread quickly, and Gorilla Arm Coffee became a beloved fixture of the early pandemic.

At its peak, Ben was serving countless cups a day, seven days a week, all at his own expense. The project was entirely volunteer-driven and rooted in community care. Gorilla Arm Coffee was covered widely in local and national media — including *The James Corden Show*, *The Kelly Clarkson Show*, Mike Rowe’s *Returning the Favor*, *The San Francisco Chronicle*, *SFGate*, *ABC7 News*, *Fox News*, *CNN* affiliates, and *NPR* affiliates — spotlighting North Beach as a neighborhood that looks out for one another.

The family’s small alley became a gathering place for neighbors to build real relationships and find hope in an otherwise dark chapter. Their two young boys Luca & Juno were also fixtures at the window, learning about the different jobs and dogs and happenings in the neighborhood.

More than anything, Gorilla Arm Coffee symbolized what the Holloway–Ramirez family deeply believes: that community is built through small, consistent acts of service. It lifted spirits, supported essential workers, and strengthened neighborhood ties at a moment when San Francisco needed it most.



1. **Steve Rubenstein, “On the bright side: Who wouldn’t want free coffee from a gorilla?”** *San Francisco Chronicle*, April 19, 2020.

[Link](#)

“North Beach resident Ben Ramirez has been making and handing out cups of coffee through a sidewalk-level window of his flat.”

2. **Tessa McLean, “This North Beach resident turned his home into a coffee shop — and the coffee is free.”** *SFGate*, April 14, 2020.

[Link](#)

“From his kitchen window ... Ramirez handed out free cups of coffee to whoever walked by and asked for one.”

3. **Alexandra Deabler, “San Francisco man serves coffee for free from kitchen window: ‘We’re happy to help people.’”** *Fox News*, April 16, 2020.

[Link](#)

“What does an aspiring barista in San Francisco with a perfectly placed kitchen window do during quarantine? Why, serve coffee to his neighbors on-the-go.”

4. **“Coronavirus kindness: Man serves free coffee to essential workers from home window.”**
ABC7 News (KGO), April 11/13, 2020.
[Link](#)

“He has a toy gorilla hand, perfect for socially distanced passing of the coffee.”

5. **Bethany Hines, “A California man is handing out free coffee to essential workers from his kitchen window.”** KSBW (via CNN affiliate), April 20, 2020.
[Link](#)

“From his kitchen window, Ben Ramirez is handing out free coffee and a smile to people in his neighborhood.”

6. **“Neighbor provides free coffee to essential workers from his kitchen window.”** *The Optimist Daily*, April 2020.
[Link](#)

“Ramirez makes about 15 cups of coffee a day for local essential workers including nurses, doctors, and postal workers.”

2. Philanthropy & Support for Local Education

Garfield Elementary School — Significant Contributions

As a Garfield family and proud Mighty Dragons, the Holloway–Ramirez household has contributed substantial financial support to the **Garfield Parent Teacher Organization**, including:

- Annual donations to the school’s literacy and arts programs
- Funding support for classroom materials
- Contributions to teacher appreciation initiatives
- Participation in fundraising events and community drives

Their involvement reflects a commitment to public education and the long-term health of San Francisco’s family communities. Their financial donations for 2024 alone enabled a budget for a much needed additional teacher. Katelin is the daughter of two public educators and started her own career as a public elementary school teacher. The family’s commitment to supporting SFUSD and its students is unwavering. The family plans to continue their contributions to public schools long after their children have graduated.

3. Support for Neighborhood Social Services

North Beach Citizens — Ongoing Donations

The family provides recurring financial support to **North Beach Citizens**, a nonprofit that provides services and stabilization support to unhoused and vulnerable neighbors.

The Family has held the spot of top donor in recent years, and their contributions include donations to:

- food and hygiene supply drives
- annual fundraising campaigns
- emergency-response needs for neighborhood residents

4. Local Community Building & Civic Participation

Annual Neighborhood Holiday Gathering

Since the family has moved into their new home they have hosted a neighborhood holiday gathering at 524 Vallejo Street, bringing together long-time residents, families, seniors, and local community members. The purpose of the event is to build connection, belonging, and stability among neighbors. This annual tradition has become something that neighbors and the family alike look forward to all year long!

Collaboration with Local Nonprofits

The family regularly supports:

- Tel-Hi Neighborhood Center
- Local North Beach San Francisco Fire Department Station & Police Station
- Local public school fundraisers
- Community safety and improvement efforts