



SAN FRANCISCO PLANNING DEPARTMENT

MEMO

DATE: February 26, 2018
TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Lisa Gibson, Environmental Review Officer *LG*
RE: Appeal Timeliness Determination – 590 Leland Avenue,
 Planning Department Case No. 2014.0936E

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An appeal of the categorical exemption determination for the proposed project at 590 Leland Avenue was filed with the Office of the Clerk of the Board on February 20, 2018 by Fran Martin, on behalf of Visitation Valley Planning Alliance. As explained below, the appeal is timely.

Date of Approval Action	30 Days after Approval Action	Appeal Deadline (Must Be Day Clerk of Board's Office Is Open)	Date of Appeal Filing	Timely?
January 18, 2018	Saturday, February 17, 2018	Tuesday, February 20, 2018	February 20, 2018	Yes

Approval Action: On February 12, 2015, the Planning Department issued a Categorical Exemption Determination for the demolition of an existing church building, subdivision of the existing lot into five lots, and construction of five single family homes, one on each lot, at 590 Leland Avenue. On January 18, 2018, the Planning Commission took discretionary review and approved the project at 590 Leland Avenue. The Approval Action for the project was the discretionary review hearing by the Planning Commission, as provided for in Planning Code Section 311 (Date of the Approval Action)

Appeal Deadline: Section 31.16(a) and (e) of the San Francisco Administrative Code states that any person or entity may appeal an exemption determination to the Board of Supervisors during the time period beginning with the date of the exemption determination and ending 30 days after the Date of the Approval Action. The 30th day after the Date of the Approval Action was Saturday, February 17, 2018. The next day when the Office of the Clerk of the Board of Supervisors was open was Tuesday, February 20, 2018 (Appeal Deadline).

Appeal Filing and Timeliness: The Appellant filed the appeal of the exemption determination on Tuesday, February 20, 2018, prior to the end of the Appeal Deadline. Therefore, the appeal is considered timely.