

FILE NO. 141207

Petitions and Communications received from November 17, 2014, through December 1, 2014, for reference by the President to Committee considering related matters, or to be ordered filed by the Clerk on December 9, 2014.

Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information will not be redacted.

From Mayor Lee, regarding appointment to the Residential Rent Stabilization and Arbitration Board: (1)

Calvin Abe - term ending August 1, 2018

From Clerk of the Board, reporting that the following individual has submitted a Form 700 Statement: (2)

Laura Lane - Legislative Aide - Leaving

From Capital Planning Committee, regarding the proposed acquisition of real property at 1500 Mission Street. (3)

From concerned citizens, regarding Happy Vape. 18 letters. Copy: Each Supervisor. (4)

From concerned citizens, regarding 115 Telegraph Hill Way Environmental Appeal. File Nos. 141059, 141064, 141065, 141066 and 141067. 16 letters. Copy: Each Supervisor. (5)

From concerned citizens, regarding formula retail employer requirements. File Nos. 140880 and 141024. 3 letters. Copy: Each Supervisor. (6)

From concerned citizens, regarding 480 Potrero Avenue. File No. 141139. 2 letters. Copy: Each Supervisor. (7)

From Controller, submitting Street and Sidewalk Maintenance Standards Annual Report FY2013-2014. Copy: Each Supervisor. (8)

From Controller, submitting report of service utilization and client trajectories in San Francisco's permanent supportive housing. Copy: Each Supervisor. (9)

From concerned citizens, submitting signatures for petition regarding Harvey Milk LGBT History AIDS Memorial Foundation and Circle. 5 signatures. Copy: Each Supervisor. (10)

From Per Hakansson, regarding short-term residential rentals. File No. 140381. 2 letters. Copy: Each Supervisor. (11)

From concerned citizens, regarding election of Board President. File No. 141165. 2 letters. Copy: Each Supervisor. (12)

From Shelley Bradford Bell, regarding Supervisor London Breed. Copy: Each Supervisor. (13)

From Tobacco Free Coalition, regarding tobacco permit density reduction policy. File No. 141098. Copy: Each Supervisor. (14)

From Ann Haver, regarding support for taxis. Copy: Each Supervisor. (15)

From Dennis Hong, regarding Annie Street in Yerba Buena Center. Copy: Each Supervisor. (16)

From David Khan, regarding sustainable energy. Copy: Each Supervisor. (17)

From California Highway Patrol, submitting report on the release of hazardous material. Copy: Each Supervisor. (18)

From Caltrans, submitting report on the illegal discharge (or threatened illegal discharge) of hazardous waste. Copy: Each Supervisor. (19)

From John Fitch, regarding various concerns. Copy: Each Supervisor. (20)

From Clerk of the Board, reporting that the following individual has submitted a Form 700 Statement: (21)

Rachel Redondiez - Legislative Aide - Leaving

From Houman Forood, regarding city streets and roads. Copy: Each Supervisor. (22)

From Public Works, regarding city streets and roads. Copy: Each Supervisor. (23)

From Status of Women, regarding proposed legislation on equal pay. File No. 141001. (24)

From Irving Zaretsky, regarding appeals for 2853-2857 Broderick Street. File No. 141083. (25)

From Controller, submitting Citywide Performance Measurement for FY2013-2014 Annual Report. (26)

From San Francisco Heritage House, regarding Mills Act Property Contracts. File Nos. 141102, 141103, 141104. (27)

From Controller, submitting audit report on payroll process at the Police Department. (28)

From American Cancer Society Cancer Action Network, regarding tobacco permit density reduction policy. File No. 141098. Copy: Each Supervisor. (29)

From Howard Wong, regarding Central Subway northern extension study. (30)

From Clerk of the Board, reporting that the following individuals have submitted a Form 700 Statement: (31)

Samantha Roxas - Legislative Aide - Leaving

Judson True - Legislative Aide - Leaving

Amy Chan - Legislative Aide - Leaving

From Fish and Wildlife Service, regarding public hearing on the yellow-billed cuckoo. Copy: Each Supervisor. (32)

OFFICE OF THE MAYOR
SAN FRANCISCO



orig: deg clerk
✓ c-page
COB (2)
EDWIN M. LEE *city att*
MAYOR *deg clerk*
Rules Clerk

Notice of Appointment

November 21, 2014

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2014 NOV 21 PM 4:42
lee

San Francisco Board of Supervisors
City Hall, Room 244
1 Carlton B. Goodlett Place
San Francisco, California 94102

Honorable Board of Supervisors:

Pursuant to Section 3.100(18) of the Charter of the City and County of San Francisco, I hereby make the following appointment:

Calvin Abe, to the Residential Rent Stabilization & Arbitration Board, assuming the seat formerly held by Bartholomew Murphy, for a term ending August 1, 2018.

I am confident that Mr. Abe, an elector of the City and County, will serve our community well. Attached herein for your reference are his qualifications to serve.

Should you have any questions related to this appointment, please contact my Director of Appointments, Nicole Wheaton, at (415) 554-7940.

Sincerely,

Edwin M. Lee
Mayor

OFFICE OF THE MAYOR
SAN FRANCISCO



EDWIN M. LEE
MAYOR

November 21, 2014

Angela Calvillo
Clerk of the Board, Board of Supervisors
San Francisco City Hall
1 Carlton B. Goodlett Place
San Francisco, CA 94102

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2014 NOV 21 PM 4:12

Dear Ms. Calvillo,

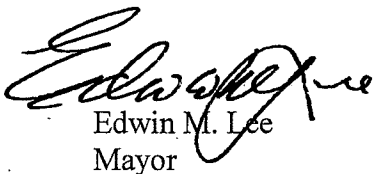
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I am confident that Mr. Abe, an elector of the City and County, will serve our community well. Attached herein for your reference are his qualifications to serve.

Should you have any questions related to this appointment, please contact my Director of Appointments, Nicole Wheaton, at (415) 554-7940.

Sincerely,


Edwin M. Lee
Mayor

Calvin J. Abe
Attorney at Law, Cal. Bar No. 60381
2028 Laguna Street
San Francisco, CA 94115
Tel (415) 860-2840
email: calvinabe@yahoo.com

BACKGROUND

Calvin Abe, is an attorney and businessman who was born and raised in Salinas, California, where his grandparents had settled after emigrating from Japan. He has been a resident of San Francisco since 1989.

In his law practice, he specializes in international business, licensing, and real estate law, with an emphasis on business between American and Japanese companies. From 1980 to 1990, he served as a Deputy Attorney General of the State of California in its San Francisco Office, specializing in business and tax litigation on behalf of state agencies such as the State Board of Equalization, Franchise Tax Board, and Department of Corporations. From 1975 to 1980 he also served as Managing Attorney of one of the Sacramento offices of Legal Services of Northern California.

Mr. Abe has represented both American and Japanese companies in setting up partnerships and agreements in both markets. His primary focus is in facilitating and securing agreements enabling his clients to achieve their business objectives in foreign and domestic markets. In this effort, he has successfully negotiated favorable agreements involving major corporations and individuals for the licensing of trademarked brands, consulting services, and book publishing.

Companies that Mr. Abe has successfully negotiated agreements with include Shiseido and C'Bon Cosmetics, Takashimaya and Iwataya Department Stores, Nishijin Necktie Company, Graphic-sha Publishing Company, Japan Air Lines, Macy's, Bloomingdales, Sears Department Stores, and Narumiya Co. of Tokyo. Mr. Abe has also represented clients in the entertainment industry, including Academy Award winner Elois Jenssen, award-winning author Donna Fujii, and master creative artists from Tokyo, UrumaDelvi. As a businessman, Mr. Abe has established companies in California and Nevada and owns and manages 13 rental units in San Francisco.

Mr. Abe has been active in public service and served as a Commissioner of the Assessment Appeals Board of the City and County of San Francisco. He also serves as General Counsel to Donna Fujii, Inc., which has a best-selling book, *Color With Style*, an image consulting school in San Francisco and Japan, and a line of cosmetics, Donna Fujii Cosmetics.

EDUCATION

University of California, Santa Barbara, A.B. Economics, 1970
University of California, Davis, School of Law, J.D., 1974

BAR ADMISSIONS

State Bar of California, 1974, No. 60381 (Status: Active)
United States District Court, Northern District, 1974
United States District Court, Eastern District, 1975
United States Court of Appeals, Ninth Circuit, 1982
United States Supreme Court, 1983

ACTIVITIES

Treasurer, Lick-Wilmerding High School Parent's Association Executive Board, 2009-2011
Commissioner, Assessment Appeals Board of the City and County of San Francisco, 2005-2007
Director, Friends of Alamo School Foundation, 2000-2002, Asian American Bar Association, 1983, Asian Community Mental Health Services, 1982-4
Lecturer, California Continuing Education of the Bar, 1977
Delegate, California State Bar Convention, 1983
Member, American Bar Association, San Francisco Bar Association, Asian American Bar Association, International Visitors Center, World Trade Club, Japan Society of San Francisco, Asian Business League, Japanese American Citizens League, Northern Nevada Hotel Association, 1975-present

PERSONAL REFERENCES

Dale Minami, Minami Tamaki LLP, San Francisco, CA
The Hon. Edward M. Chen, Judge of the United States District Court for the Northern District of California
David M. Louie, Attorney General, State of Hawaii

Contact information for all personal references provided upon request.

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 544-5227

Date: November 19, 2014
To: Honorable Members, Board of Supervisors
From: Angela Calvillo, Clerk of the Board
Subject: Form 700

This is to inform you that the following individual has submitted a Form 700 Statement:

Laura Lane – Legislative Aide – Leaving



Capital Planning Committee

CUB
Bos II, Leg Dep,
Leg clerks, B+F
Clerk
141120 CP page

Naomi M. Kelly, City Administrator, Chair

MEMORANDUM

November 17, 2014

To: Supervisor David Chiu, Board President *nkelly*

From: Naomi Kelly, City Administrator and Capital Planning Committee Chair

Copy: Members of the Board of Supervisors
Angela Calvillo, Clerk of the Board
Capital Planning Committee

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
NOV 18 PM 4:30

Regarding: (1) Ordinance approving and authorizing San Francisco's Director of Property to execute a conditional purchase and sale agreement with Goodwill SF Urban Development, LLC for the proposed city acquisition of a portion of real property at 1500 Mission Street

In accordance with Section 3.21 of the Administrative Code, on November 17, 2014, the Capital Planning Committee (CPC) approved the following action items to be considered by the Board of Supervisors. The CPC's recommendations are set forth below.

1. Board File Number: TBD

Approval of the ordinance approving and authorizing San Francisco's Director of Property to execute a conditional purchase and sale agreement with Goodwill SF Urban Development, LLC for the proposed city acquisition of a portion of real property at 1500 Mission Street

Recommendation:

Recommend the Board of Supervisors approve the ordinance.

Comments:

The CPC recommends approval of these items by a vote of 9-0.

Committee members or representatives in favor include: Naomi Kelly, City Administrator; Nadia Sesay, Controller's Office; Mohammed Nuru, Director, Public Works; Melissa Whitehouse, Mayor's Budget Office; Ed Reiskin, Director, SFMTA; Emilio Cruz, SFPUC; John Rahaim, Director, Planning Department; Geoff Neumayr, San Francisco International Airport; and Phil Ginsburg, Recreation and Parks Department.

From: Fuv Jgu [wya01@mail.com]
Sent: Wednesday, November 19, 2014 10:13 PM
To: Yee, Norman (BOS); Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Chiu, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott; Board of Supervisors (BOS)
Subject: Letter for Support of Happy Vape Ocean Avenue

Dear Supervisors of San Francisco,

I support Happy Vape, I think that Vape is the way to go. Definitely better than cigs, no butts too.

Ocean dont have good stores, Happy vape will help bring in new store.

I believe in vape and only vape now.

Thank you,
- Wilson Yao

BOS - 11, Cpages

From: andrew yang [a.yang99@yahoo.com]
Sent: Wednesday, November 19, 2014 11:18 PM
To: Yee, Norman (BOS); Board of Supervisors (BOS)
Subject: Support New Business Happy Vape 1963 Ocean Avenue.

Dear Supervisor Norman Yee,

I am Andrew Yang of the Ingleside Neighborhood. I support Happy Vape on Ocean Avenue. It fills a vacancy and there are too many vacancies. We need stores for this area. Please allow Happy Vape to open on Ocean Avenue. These are good guys trying to start a new business. Business is hard, so we want to encourage the young to work hard. There is no vape shop in our neighborhood. I need to go to Mission to get a refill and that is far. Please help young people start business and help new business.

A.Y.

From: arh aertha [michellejung2@mail.com]
Sent: Thursday, November 20, 2014 2:09 AM
To: Yee, Norman (BOS); Kim, Jane (BOS); Board of Supervisors (BOS)
Subject: Letter of Support for the Happy Vape Project at 1963 Ocean Avenue

Dear Supervisors Jane Kim and Norman Yee,

I support the Happy Vape project because I believe it is a great, new establishment that the area around City College could really use. I live in the SOMA area and have traveled to many vape shops, but the area around the main campus seems to be lacking one. I would love to get a chance to try steam stone hookah again, and check out the new selection of e-cigs after class. Me and my friends can never seem to find a place to hang out around Ocean so we always just head back downtown for some browsing. I think this project can really boost the liveliness of the area and bring some new customers from the college as well.

Thank you.

Michelle Jung

From: raerae ergaerg [slowe602@yahoo.com]
Sent: Saturday, November 22, 2014 1:51 AM
To: Yee, Norman (BOS); Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Chiu, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott; Board of Supervisors (BOS)
Subject: Letter in Support of new vape shop "Happy Vape" on Ocean Avenue

Dear San Francisco Supervisors,

I am a heavy smoker and have smoked for 8 years, however I am now switching to vape which seems to relieve me of my addiction with a more equatable feel. I go to SF state and live within the campus and I have rode my bike through the Ocean Avenue area, to get to Bart, and noticed that it lacks a vape shop like the one on Taraval Street. The other day I saw a sign posted, announcing a vape shop on Ocean, and I was relieved find a place to pick up something whilst in transit and a new shop on this dead street. The other day, I read in the newspaper that there is a possibility of an appeal against this new vape shop; I think that would be a horrible idea. This block could use an uplift from a new store and a vape shop could be just the thing it needs. Taraval's Juice Box Vaper is doing wonderfully and hasn't attract any vagrants or encouraged crime, so I believe this new Happy Vape on Ocean Avenue will be a really good attraction to this area. Please support this business and do not allow an appeal.

Thank you for your time,

Raymond White

BOS-11, C pages

From: Yin Yang [yindong001@gmail.com]
Sent: Sunday, November 23, 2014 3:35 AM
To: Yee, Norman (BOS); Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Chiu, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott; Board of Supervisors (BOS)
Subject: Support Happy Vape on Ocean Avenue

Hello Supervisors,

I am Yin Men Dong, I support Happy Vape because it is a good business for the area. Mr. Blake He is just a young man starting a new business that should be supported. New business brings new people. We should all show our support for small business owners. Please support Happy Vape too.

Thank you,
Yin

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Subject: FW: Letter in support of Happy Vape on Ocean Avenue.

From: Robert Doyle [mailto:nikonuser1010@gmail.com]
Sent: Sunday, November 16, 2014 1:33 PM
To: Yee, Norman (BOS); Kim, Jane (BOS); Board of Supervisors (BOS)
Subject: Letter in support of Happy Vape on Ocean Avenue.

Dear City Supervisors Jane Kim and Norman Yee,

My name is Robert Doyle, and am a resident at Folsom and 7th. I have lived in this city my whole life, and I think that it could use some new shops and trends. The ocean avenue commercial corridor, has been one of my most frequented locations when they still had Franciscan Hobbies. Now I do not know what will fill the void, however, I support the Happy Vape project and believe it's conducive and complimentary to the neighborhood. I believe that this area is missing this type of store and could use some new retail outlets to liven up the area. This type of establishment can promote more foot traffic and future retail interest in the currently very vacant Ocean Avenue. Fostering small businesses helps to promote entrepreneurship and can help bolster tax revenue for our financially struggling city and state. The area needs a good facelift and I think Happy Vape is going to bring a fresh and aesthetically appealing front.

Thank you for your time,
Robert Doyle

To: BOS-Supervisors
Subject: FW: Letter to Supervisor of San Francisco in Support of Happy Vape at 1963 Ocean Avenue.

From: Muhammad Hadiar [<mailto:eastbeast617@gmail.com>]

Sent: Sunday, November 16, 2014 12:28 PM

To: Yee, Norman (BOS); Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Chiu, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott

Subject: Letter to Supervisor of San Francisco in Support of Happy Vape at 1963 Ocean Avenue.

Dear City Supervisors,

My name is Muhammad Hadiar, I am a citizen of this San Francisco City. I have been to Ocean Avenue on numerous occasions, such as attending City College when I first arrived in the US about 10 years ago. I believe this area lacks unique and diverse business. I support Happy Vape due to its offering of diverse, new products that can bring a new dimension to the Ocean Avenue area. The introduction of vapor shop will follow a trend stemming from the Southern California area of e-cigarette use as regularly seen activity and a means of smoking cessation. Hookah use which will also be offered at Happy Vape can also promote an already ancient activity done widely in the Middle East and seen extensively in many metropolises. Happy Vape will be offering an even better alternative than these with Steam Stone Hookah. Such diversity can bring brighten up a dull neighborhood that is losing its light.

Thank you for your time and consideration,

Muhammad Hadiar

To: BOS-Supervisors
Subject: FW: Letter to Supervisors Support for Happy Vape on Ocean Ave

From: thomas yang [<mailto:thomas.yang2@yahoo.com>]

Sent: Wednesday, November 19, 2014 12:46 AM

To: Yee, Norman (BOS); Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Chiu, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott

Subject: Letter to Supervisors Support for Happy Vape on Ocean Ave

Dear SF Supervisors,

My name is Thomas Yang, and I support Happy Vape, and Blake He, who is a father, business owner, and friend of mine who is trying to open a small business in an area that is considered a "Dead Block" by the city. There aren't many people trying to breathe life into an area such as this, and Mr. He is looking to be the first of many who could soon come to the area. There are many other neighborhoods that feature multiple stores selling what Mr. He is looking to provide. However, these stores require a 15 minute or more drive, and with parking fees as high as they are, and the inconvenience of traveling across town. These are products surely being used by many people living within 5-15 blocks of the proposed location. I believe Mr. He is offering a highly fitting service to the area, and could be very beneficial in supporting the community by beginning the revitalization of this once bustling area.

Thank you for your time,

-Thomas Yang

To: BOS-Supervisors
Subject: FW: Letter in Support of Happy Vape a New Vape Shop at 1963 Ocean Avenue

From: ma ohofuhw [<mailto:mjung002@yahoo.com>]
Sent: Wednesday, November 19, 2014 1:58 AM
To: Tang, Katy (BOS); Yee, Norman (BOS)
Subject: Letter in Support of Happy Vape a New Vape Shop at 1963 Ocean Avenue

Dear Supervisors Tang and Yee,

My name is Mable Jung, I have lived on Taraval my whole life. When then vape shop opened on 19th, I was pretty skeptical, however I soon found my attitude towards the vape industry had changed. Since it's opening Juice Box Vapor has brought more transit to the Taraval area, and I believe the same can happen on Ocean avenue. I support the Happy Vape project and believe it's conducive and complimentary to the neighborhood. I believe that this area is missing this type of store and could use some new retail outlets to liven up the area. This type of establishment can promote more foot traffic and future retail interest in the currently very vacant Ocean Avenue. Fostering small businesses helps to promote entrepreneurship and can help bolster tax revenue for our financially struggling city and state. The area needs a good facelift and I think Happy Vape is going to bring a fresh and aesthetically appealing front.

Thank you,
Mable Jung

From: Yin Yang [jordanring31@yahoo.com]
Sent: Tuesday, November 25, 2014 8:08 AM
To: Yee, Norman (BOS); Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Chiu, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott; Board of Supervisors (BOS)
Subject: Support of Happy Vape on Ocean - a New E-Cig Retailer and Hookah Lounge

Dear San Francisco Supervisors,

My name is Salim Al-Khaziz, I am a hookah user, and I have recently been introduced to the new Steam Stone Hookah concept. I must say it is refreshing to see a new business opening that will be offering this service to the general public. I know that back home in Pakistan, we use this recreational activity as a way to relax and spend some time lounging with friends. I believe this type of business is unique in it's diversity and culture, they are attempting to merge the old traditional with the modern style. E-cigs, although relatively new as well, seem to be a interesting method of nicotine delivery, that could prove to be beneficial. I think that Happy Vape is a good business for Ocean Avenue with it's deep cultural ties and diverse style.

Please support Happy Vape.

Thank you,

S. Al-Khaziz

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Subject: FW: Letter addressed to Supervisor Norman Yee of District 7 - Support for Happy Vape 1963 Ocean Avenue

From: Thomas Baxter [<mailto:boxing1650@gmail.com>]
Sent: Wednesday, November 26, 2014 12:05 AM
To: Board of Supervisors (BOS); Yee, Norman (BOS)
Subject: Letter addressed to Supervisor Norman Yee of District 7 - Support for Happy Vape 1963 Ocean Avenue

Dear Supervisor Norman Yee,

My name is Thomas Lam, I live on Holloway, and I am a E-cigarette user. I used to smoke about 2 packs a day with my security job and all. Then, a co-workers lent me his e-cig pen to try and first thing I noticed that I really liked was its design. I'll never forget the taste either, cotton candy. I learned through internet searches that this new item could be purchased in all areas around my work but I would have to drive to get some juices for my pens. I bought a pen downtown near my work, however on the way home I noticed a posting regarding the recent planning hearing about a vape store on Ocean Avenue. I went home and did a couple searches and I found some articles regarding the case and found that I should contact my City Supervisor. I believe this store is a great idea and should be built soon as my consumer needs would be met. Please do not vote to appeal.

Thank you,

T.L.

From: Kenny Jones [kenny33345@gmail.com]
Sent: Friday, November 28, 2014 11:45 AM
To: Yee, Norman (BOS); Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott; Board of Supervisors (BOS)
Subject: Support Letter to Supervisors of San Francisco in Support of Happy Vape

Dear City Supervisors,

My name is Kenny Jones, and I support Happy Vape as a new venue on Ocean Avenue. This shop will help fill some of the empty storefronts on Ocean Avenue. This area is losing all businesses, they need new business to come in. It is hard to open a store in SF and this young man is starting his dream in an area that really needs it. Please encourage young business people.

Thank you,

Kenny J.

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Subject: FW: Dear SF Supervisor Normam Yee, Support Happy Vape.

From: Jim simmons [<mailto:radioactiveman444@gmail.com>]
Sent: Saturday, November 29, 2014 12:39 AM
To: Board of Supervisors (BOS); Yee, Norman (BOS)
Subject: Dear SF Supervisor Normam Yee, Support Happy Vape.

Dear District Supervisor Norman Yee,

My name is Jim Simmons, and I find E-Cigarettes useful. I have spent many days lighting away at my cigarettes in the rain and when there was a high wind and now with a E-Cig I can vape anytime at least outdoors. I have lived for some time on Ralston street, and I eagerly welcome a vapor lounge to open in the area as I would not have to travel as far to get my products. Happy Vape seems like great idea and it could use your support. Thank you for considering these thoughts.

From: Catherine Pinzon [cpinzon901@yahoo.com]
Sent: Saturday, November 29, 2014 2:31 AM
To: Yee, Norman (BOS); Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott; Board of Supervisors (BOS)
Subject: Letter to SF Sups in Support of Happy Vape on 1963 Ocean Avenue - Consensual choices are good.

Dear SF Supervisors,

My name is Catherine Pinzon and I truly believe a human's choice of recreational activity should be regulated up to a certain extent and the allowed to thrive when possible. Litter in the city is a major problem, cigarettes and their butts are some of the leading causes. Happy Vape is a venue attempting to promote greener living and getting the cigarette butts off our streets. When choices such as where one retail establishment opens in comparison to another is determined by neighborhood demands and their willness to thwart the incoming new businesses owners plans, society is doomed to repeat a lot of mistakes, as we no longer listen to innovators. Some activities in life must have regulations, however there are many other consensual activities that are largely disturbing and/or confusing to many but accepted by some.

Thank you,
Catherine

From: Lisa McNamara [lisa2m101@yahoo.com]
Sent: Saturday, November 29, 2014 6:17 PM
To: Yee, Norman (BOS); Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott; Board of Supervisors (BOS)
Subject: Letter in Support of New Businesses on Ocean Avenue - Happy Vape @ 1963 Ocean

Dear Supervisors of San Francisco,

I support Happy Vape as a new brick and mortar business that is extremely necessary in this highly digital age. People are spending their times looking at cell phones and not paying attention to the road. Vaping itself is an awesome activity that promotes outdoor usage, and greener environments. Sometimes the necessity of a storefront becomes undermined when faced with many options for a single vacancy, however, I believe this is not the case for Happy Vape as their are a number of vacancies that can be filled on the block. Thank you for your considerations.

Lisa McNamara

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Subject: FW: Letter of Support for Happy Vape and Blake He

From: Kevin Lam [<mailto:kevinlam301@yahoo.com>]
Sent: Saturday, November 29, 2014 9:54 PM
To: Board of Supervisors (BOS); Yee, Norman (BOS)
Subject: Letter of Support for Happy Vape and Blake He

Dear Supervisor Yee,

I am a friend of Blake He and a resident on Jules Street. I have spent many nights walking to the 24 Hour fitness and not noticing any of the shops as I pass by, however when stores started to close and the foot traffic became sparse, I noticed that we really have a problem on our hands. Blake is the first person I have met who has the guts to try and start again in this neighborhood and I believe he will set a good example for more businesses to come. Please support Blake and entrepreneurs everywhere.

-Kevin

From: argw aerw [ajsk1006@yahoo.com]
Sent: Monday, December 01, 2014 2:14 AM
To: Yee, Norman (BOS); Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott; Board of Supervisors (BOS)
Subject: Support Letter for Happy Vape 1963 Ocean Avenue.

Dear SF Supervisors,

My name is A.J. Skimmer, I was a heavy smoker, and am currently vaping low nicotine content e-liquids to slowly ween myself off of nicotine. I have been to many corner and liquor stores that sell vape pens however, you never really know what your gonna get. Due to this, in the past I stayed away from this product, however, after my first experience in a vape shop, I could safely choose the right device and dose for my needs. These types of services are necessary and I believe extremely beneficial to fellow smokers such as myself. I support Happy Vape as a new vendor of these great products and possible help to stop cigarette smoking and addiction.

Thanks,
A.J.

From: Yin Lam [dongdongdong309@mail.com]
Sent: Monday, December 01, 2014 3:03 AM
To: Tang, Katy (BOS); Wiener, Scott; Board of Supervisors (BOS); Yee, Norman (BOS); Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS)
Subject: Letter of Support New Vape Shop on Ocean Avenue - Happy Vape

Dear Supervisors of San Francisco,

I am Yin Lam, I am an immigrant here for the last 10 years. I work in the post office. I have walked on Ocean Avenue many times. There are only some good stores. I wish for more stores. My friend wants to open a store on Ocean and I support his project.

Thank you,

Yin Lam

From: Board of Supervisors (BOS)
Subject: File 141059 and 141064 FW: 115 Telegraph Hill Blvd

From: Chris [<mailto:wcchouteau@gmail.com>]
Sent: Tuesday, November 18, 2014 1:59 PM
To: Board of Supervisors (BOS); Avalos, John (BOS); Campos, David (BOS); Cohen, Malia (BOS); Kim, Jane (BOS); Tang, Katy (BOS); Yee, Norman (BOS); Breed, London (BOS); Chiu, David (BOS); Farrell, Mark (BOS); Mar, Eric (BOS); Wiener, Scott
Subject: 115 Telegraph Hill Blvd

San Francisco Board of Supervisors,

The Planning Commission ignored the neighborhood proposal for an alternative that would have preserved some of the public views from the Filbert Steps and Pioneer Park and would not have required the inordinate amount of excavation currently proposed. There are numerous safety, preservation and aesthetic concerns with the project as approved, not the least of which is the impact on the children attending Garfield School.

I strongly urge you to address the major issues I have with the project:

- Require an Environmental Impact Report (EIR) to look at the project's significant impacts from construction, geotechnical condition of the site, to public views and design compatibility with the neighborhood.
- Reject the Conditional Use Authorization. The findings required for a CUA cannot be met unless project is redesigned.
- Slope stability concerns due to the huge amount of excavation (please refer to Karp Soil report, attached), which should have been analyzed in the City's environmental review.
- Impacts to views from Pioneer Park and the Filbert Steps
- Safety hazards to pedestrians using the Filbert Steps during the two or more years of construction
- Transportation impacts on Telegraph Hill Blvd. during construction including impacts to the No. 39 Coit bus.
- The proposed 3-unit condominium with average unit sizes of 4,000 sq. ft. - plus a 3,767 square foot garage - is not necessary or desirable for Telegraph Hill where the average unit size in the area is slightly less than 1,000 sq. ft.

Thank you for your consideration.

Sincerely,

Chris Chouteau

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Subject: File 141059 and 141064 FW: 115 Telegraph Hill- Neighbor Opposition

From: Lori Coleman [<mailto:lsc94133@yahoo.com>]

Sent: Tuesday, November 18, 2014 8:21 AM

To: Board of Supervisors (BOS); Avalos, John (BOS); Campos, David (BOS); Cohen, Malia (BOS); Kim, Jane (BOS); Tang, Katy (BOS); Yee, Norman (BOS); Breed, London (BOS); Chiu, David (BOS); Farrell, Mark (BOS); Mar, Eric (BOS); Wiener, Scott

Subject: 115 Telegraph Hill- Neighbor Opposition

Please note that I am a resident of Telegraph Hill and also have 2 children in school at Garfield Elementary which is located at the base of the proposed 115 Telegraph Hill condo construction project. Please note my husband and I oppose the staging at the base of the Filbert Street Steps since it will greatly disrupt school drop off/pick up, generate noise that will not allow students to focus during the school day, and be unnecessarily dangerous for local kids passing by the staging area.

Respectfully,
Lori Coleman
220 Lombard #216

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Cc: Lamug, Joy; Carroll, John (BOS)
Subject: File 141059 and 141064 FW: 115 Telegraph Hill Blvd Planning Case No.2013.137 CE Block 0105 Lot 065

From: Gianfranco Savio [<mailto:info@biordi.com>]
Sent: Monday, November 17, 2014 11:16 PM
To: Board of Supervisors (BOS)
Subject: Re: 115 Telegraph Hill Blvd Planning Case No.2013.137 CE Block 0105 Lot 065

Dear President Chiu and Members of the Board,

My name is Giovanni Savio. My address is 345 Filbert St N.1. I live about 30 yards from the planned above project. I am disturbed that the proposed massive construction of three large units, with deep excavation on a steep sloping hill, not only would bring unforeseen geological alterations that clearly have not been properly addressed when the construction permit was granted, but also would alter the neighborhood as we enjoy it now.

I have read Lawrence B. Karp's extensive reports and I am surprised that such informative and conclusive reports largely have been ignored.

I am even more disturbed by the visual impact that those buildings will have on what is now a very enjoyable part of Telegraph Hill. As shown on the architectural plans there will a solid wall flanking the steps going up from Kearney street. Once at the top, that wall will still be there to block a fantastic view of what is now a favorite photo souvenir taking. Those views will be gone forever. That is without considering the fact that that section of the steps, now a crucial pedestrian walkway to my home and, for untold number of residents and tourists, to this beloved location, will be out of use for about two years. San Francisco has always had a sensible urbanist planning to maintain its attractive architecture look and preserve stunning views: is that consistent with this project?

This project needs a deep revision to be acceptable both to local residents and people who come from everywhere in the world to enjoy one of the finest areas of this of Telegraph Hill.

Thank you for your consideration.

Sincerely,

Giovanni savio

345 Filbert St. N.1
San Francisco Ca. 94133

info@biordi.com

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Cc: Lamug, Joy; Carroll, John (BOS)
Subject: File 141064,141065, 141066, 141067 FW: 115 Telegraph Hill Boulevard - Hearing Date: November 18, 2014
Attachments: BOS.Chiu and Supplemental Geotech Review Comments 11-17-14.pdf

From: Cecilia De Leon [<mailto:cdeleon@reubenlaw.com>]
Sent: Monday, November 17, 2014 4:22 PM
To: Board of Supervisors (BOS)
Subject: FW: 115 Telegraph Hill Boulevard - Hearing Date: November 18, 2014

The previous email bounced back. Please see below. Thank you.

From: Cecilia De Leon
Sent: Monday, November 17, 2014 4:18 PM
To: 'Legislation@sfgov.org'
Cc: Melinda A. Sarjapur
Subject: 115 Telegraph Hill Boulevard - Hearing Date: November 18, 2014

Dear Clerk:

Please find attached an E-copy of the Project Sponsor's Opposition to Appeal – Supplemental Geotechnical Review Comments regarding 115 Telegraph Hill Boulevard. The hard copies along with a CD were sent to the Board of Supervisors office today via messenger.

Thank you for your assistance.

REUBEN JUNIUS & ROSE LLP

Cecilia de Leon
Assistant to **Melinda Sarjapur**
One Bush Street, Suite 600
San Francisco, CA 94104
T. 415-567-9000 ext. 450
F. 415-399-9480
cdeleon@reubenlaw.com
www.reubenlaw.com



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REUBEN, JUNIUS & ROSE, LLP

November 17, 2014

President David Chiu
San Francisco Board of Supervisors
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

**Re: 115 Telegraph Hill Boulevard; Project Sponsor's Opposition to Appeal -
Supplemental Geotechnical Review Comments
Hearing Date: November 18, 2014
Our File No.: 7058.01**

Dear President Chiu and Supervisors:

We represent Jeremy Ricks, sponsor of the proposed residential project at 115 Telegraph Hill Boulevard. On November 12, 2014, we submitted a brief in opposition to the meritless appeals of the project's Categorical Exemption and Conditional Use Authorization by the Telegraph Hill Dwellers.

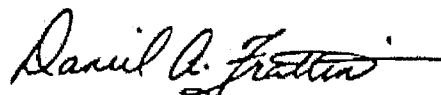
To supplement the previous submittal, please find enclosed a letter authored by Senior Principal Geotechnical Engineer Patrick O. Shires and Principal Engineering Geologist John. M. Wallace of Cotton, Shires and Associates, Inc ("CSA").

This document provides CSA's professional opinion regarding the project's geologic and geotechnical engineering, and responds directly to previous letters authored by the Appellants' engineer, Lawrence B. Karp. As the analysis reveals, Mr. Karp's letters contain numerous inaccuracies, misrepresentations, and opinions unsupported by fact. They do not constitute the "substantial evidence" necessary to support Appellants' request for additional environmental review.

We look forward to presenting this matter to you tomorrow.

Respectfully,

REUBEN, JUNIUS & ROSE, LLP



Daniel A. Frattin

James A. Reuben | Andrew J. Junius | Kevin H. Rose | Daniel A. Frattin
Sheryl Reuben¹ | David Silverman | Thomas Tunny | Jay F. Drake | John Kevlin
Lindsay M. Petrone | Melinda A. Sarjapur | Mark H. Loper | Jody Knight | Jared Eigerman^{2,3} | John McInerney III²

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President Chiu and Supervisors
November 17, 2014
Page 2

Enclosure:

Cotton, Shires and Associates, Inc. Letter dated November 17, 2014

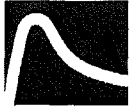
cc: President David Chiu
Supervisor Eric Mar
Supervisor Mark Farrell
Supervisor Katy Tang
Supervisor London Breed
Supervisor Jane Kim
Supervisor Norman Yee
Supervisor Scott Weiner
Supervisor David Campos
Supervisor Malia Cohen
Supervisor John Avalos
Rick Caldeira, Board of Supervisors Clerk's Office
John Rahaim, Planning Director
Sarah Jones, Environmental Review Officer
Liz Watty, Planning Department
Jessica Range, Planning Department
Jeremy Ricks
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COTTON, SHIRES AND ASSOCIATES, INC.
CONSULTING ENGINEERS AND GEOLOGISTS

November 17, 2014
G5154

Mr. Daniel Frattin, Esq.
REUBEN, JUNIUS & ROSE, LLP
One Bush Street, Suite 600
San Francisco, CA 94104

SUBJECT: Preliminary Geologic and Geotechnical Review Comments
RE: 115 Telegraph Hill Boulevard
San Francisco, California

Dear Mr. Frattin:

With this letter, Cotton, Shires and Associates, Inc. (CSA) is providing you with our initial engineering geologic and geotechnical engineering opinions of the proposed residential development at 115 Telegraph Hill Boulevard, in San Francisco California. In addition, we are providing you with comments in response to two letters submitted by Lawrence B. Karp to the City of San Francisco regarding his opinions with respect to the proposed development's design and construction impacts. Our preliminary opinions are based upon our review of the following:

- Geotechnical Investigation (report), prepared by Earth Mechanics Consulting Engineers, dated June 22, 2013, signed by Mr. Allen Gruen, GE 2147;
- Critique of EMCE Geotechnical Investigation, Letter to Planning Commission, prepared by Lawrence B. Karp, dated July 16, 2014;
- Supplemental Letter to Board of Supervisors, prepared by Lawrence B. Karp, dated November 6, 2014;
- Architectural Plans, prepared by Butler Armsden Architects, latest revision dated September 16, 2014; and
- In addition, we reviewed the site conditions on November 10, 2014 as well as our project files for multiple projects that we have completed in the area.

Northern California Office
330 Village Lane
Los Gatos, CA 95030-7218
(408) 354-5542 • Fax (408) 354-1852

Central California Office
6417 Dogtown Road
San Andreas, CA 95249-9640
(209) 736-4252 • Fax (209) 736-1212

Southern California Office
550 St. Charles Drive, Suite 108
Thousand Oaks, CA 91360-3995
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www.cottonshires.com

DISCUSSION

Cotton, Shires and Associates, Inc. (CSA) has recently been retained to provide geologic and geotechnical services to the project design team. We understand that the proposed development is to include a new, three-unit residential structure fronting Telegraph Hill Boulevard, and the remodeling of an existing cottage at the rear of the property. The new structure is to include below grade living space and parking areas that will result in excavation depths of up to approximately 33 feet. The property is bounded by the Filbert Stairs to the north, a multi-story residential structure with basement to the east, concrete retaining walls to the south, and a residential structure to the west.

EXISTING GEOTECHNICAL DATA

Our review of the EMCE Geotechnical Investigation report reveals that it is a feasibility-level report. The depth of the proposed excavation will warrant CSA obtaining geologic data from large-diameter shafts or large-diameter boreholes excavated 30 to 35 feet in depth in order to obtain geologic data to incorporate into appropriate shoring design. CSA engineering geologists will perform downhole logging of the shaft/borehole whereby we are lowered into the hole to obtain first-hand observations of the geologic structure, geologic stratigraphy, and groundwater conditions. We understand that a structural engineer with experience shoring residential structures in constrained urban areas will design the shoring for the project, in conjunction with geologic and geotechnical recommendations provided by CSA.

REVIEW OF LAWRENCE B. KARP COMMENTS

Review of Lawrence B. Karp letter dated July 16, 2014 Letter:

Dr. Karp indicates that the EMCE Geotechnical Investigation report is "totally inadequate" and is "useless in providing any critical information as to defining the characteristics of the ground that according to Sheet A3.4 will be excavated 33 feet deep at the edge of Telegraph Hill." Dr. Karp opines that "the report contains no substance as to the critical aspect, lateral and subjacent support for the deep excavation at the street", and that "there is no shoring design and no structural plans exist for the project".

CSA Response – We understand that the EMCE report was a feasibility-level investigation performed approximately 1.5 years ago, with the intent of identifying any geologic hazards that could preclude development, consistent with the City's planning

guidelines. The report found none of geologic hazards listed below posed a threat to the site:

- a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:
 - i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? (Refer to Division of Mines and Geology Special Publication 42.)
 - ii) Strong seismic ground shaking;
 - iii) Seismic-related ground failure, including liquefaction;
 - iv) Landslides;
- b) Result in substantial soil erosion or the loss of topsoil; and
- c) Be located on geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction, or collapse.

CSA will be providing the necessary updated detailed geologic and geotechnical data for foundation and shoring design that would accompany the building permit application. The critical issue raised by Dr. Karp, the removal of lateral and subjacent support for adjacent structures, is not a hazard that would preclude development, but a typical project constraint to be addressed at the building permit stage of the project. All comments in his letter relate in some way to the lack of geologic and/or geotechnical (including groundwater) information obtained by EMCE and how that relates to adequate shoring, and ultimately, a stable foundation. However, it should be understood that this type of basement excavation is routine in the City of San Francisco, and that City building code protocol establishes a mechanism for ensuring that appropriate foundation and shoring design are incorporated into the project. These protocols include Section 106A that states that no building shall be erected without obtaining a building permit, and such building permits include technical review by civil and geotechnical engineers as per building code guidelines. Section 105A.6 establishes a Structural Advisory Committee to advise the Building Official, if the Building Official deems it appropriate, on matters pertaining to design and construction of buildings with special features. The committee, comprised of a structural engineer, geotechnical engineer, and geologist provides critical review (as per Section 106A.4.1.4.4) of the proposed development if the site falls within the Slope District Act, or the proposed work may have a substantial impact on the slope stability of any property: shoring, underpinning, excavation or retaining wall work; grading, including excavation or fill, of over fifty (50) cubic yards of earth

materials; or any other construction activity. The committee provides opinions on such items as:

1. The validity and appropriateness of the structural design concepts and criteria.
2. An evaluation of the structural design of the building or structure to determine its capability to perform satisfactorily beyond the elastic stresses stipulated by the code, with sufficient redundancy to accommodate overloads or failures of specific structural components.
3. The constructability of proposed structural details and erection methods.
4. The sufficiency of the proposed inspection, testing and monitoring to be provided prior to and during construction.

Preliminary feasibility-level studies must be augmented prior to approval of permits for grading and construction. Further geologic exploration and geotechnical engineering analysis of the resulting data will be required. These will guide the design of shoring elements by an experienced structural engineer, which will then be reviewed by the Department of Building Inspection as part of the building permit application. In addition, as Per Code Section 108A.1, all construction or work for which a permit is required shall be subject to inspection by the building official, and all such construction or work shall remain accessible and exposed for inspection purposes until approved by the building official.

Review of Lawrence B. Karp Letter dated November 6, 2014:

Dr. Karp states that "the project presents unusual circumstances as there has never before been a vertical excavation more than 10 feet deep in the proximity of the south side of Pioneer Park and Coit Tower. "

CSA Response – Excavations up to 33 feet depth in the Franciscan Complex sandstone are commonplace, and are routinely performed throughout the City. There is nothing unusual about this type of excavation, and with the performance of the upcoming detailed geologic and geotechnical investigation, appropriate shoring, foundation, and monitoring recommendations will be provided to assure there is a low risk to adjacent structures from excavation-related distress. As previously mentioned, these data will be critically reviewed by the Department of Building Inspection's geotechnical engineers and/or the Structural Advisory Committee.

Dr. Karp states that "it is more than a reasonable possibility that a 32 or 33 foot deep dewatered excavation into ground that supports Telegraph Hill Boulevard and Pioneer Park (described as an unstable series of the Franciscan Formation) would not only impair lateral and subjacent support along the only access roadway to Coit Tower, but the drawdown due to dewatering alone will significantly affect neighboring properties and leave a latent condition that irreparably relieves lateral and subjacent support along the southern flank of Pioneer Park."

CSA Response - As is typical of shored excavations, shoring will be placed prior to, or in increments as the excavation progresses downward. Monitoring will be conducted to assure that incremental excavation does not result in significant displacements prior to incremental shoring. There should be no significant removal of lateral and subjacent support since the shoring of the site will either be in-place prior to removal of the rock or in increments as the rock is removed. The shoring support should be designed to be a permanent replacement for the excavated rock. The shoring elements should be constructed with a conservative factor of safety (FS = 1.5) to assure that the temporary and permanent excavation support is stronger than the rock that was removed. Again, this design and construction methodology will be critically reviewed as per Code (105A.6, and 106A). The proposed development is not unique or unusual, and is routinely and safely constructed for this type of excavation in the city of San Francisco provided code procedures are followed, and permits are issued in accordance with Section 106A.4.1 (i.e., plans, specifications, and computations and other data filed by an applicant for a permit shall be reviewed by the building official).

It should be noted that the Franciscan Complex at this location is composed of one of the most stable of its lithologic components, a massive, unshored sandstone terrane. The primary destabilizing components of this rock are the old quarried rock faces that were left unsupported, resulting in rock failures along fractures and along isolated shale interbeds. Provided there are no unsupported cuts for the project at 115 Telegraph Hill, there should be no instability of the freshly cut and adequately shored resistant sandstone bedrock. CSA will be documenting the site conditions by downhole logging a deep test shaft or large-diameter boring, where fracture orientations, shale bedding (if any), and groundwater conditions would be identified and accounted for in the shoring and foundation design and plans.

Because of the site's geographic position, there should be no groundwater table at this elevation on Telegraph Hill. CSA has investigated more than 12 slope stabilization projects atop Telegraph Hill within 1,100 feet of the proposed project, including logging a test shaft up to 50 feet deep at 22 Alta Street, a 20 feet deep shaft on Vallejo Street, and we have rappelled and mapped the 100- to 140-foot high quarried slopes below Coit Tower from Lombard over to Chestnut Street, and we have rappelled and mapped the

slopes along Sansome Street from Union to Alta, as well as the precipitous slopes at 22 Alta Street, and the slopes at Vallejo Street and Montgomery Street. We have not encountered persistent groundwater table in any of these locations. In particular, 115 Telegraph Hill Boulevard is near the top of the hill and, at this elevation, should not support significant groundwater since it is drained by the precipitous quarried slopes on the north and east sides of the hill. In our decades of working on Telegraph Hill, we have not seen evidence for persistent groundwater emanating from any of these slopes. The small excavation at 115 Telegraph Hill, when compared to the immense quarried rock face on the other side of Coit Tower that is completely void of any permanent groundwater seepage, should not result in any alteration of a groundwater table. Thus, we do not believe that there will be any "latent condition that irreparably relieves lateral and subjacent support" to any surrounding properties provided the excavation is properly investigated, designed and supported.

Dr. Karp states (Page 2, second paragraph) that the site is mapped as being between earthquake induced landslide hazard areas, then goes on to state that the effects of dewatering, loss of lateral support, vibrations, the 32 to 33 foot deep excavation, and trucking in a landslide hazard zone are all critical environmental concerns.

CSA Response – Dr. Karp states that the site is between earthquake induced landslide hazard areas. Dr. Karp is correct that the site is located outside of mapped earthquake induced landslide hazard zones. In this case, the hazard zones correspond (and rightfully so) with the old quarried rock faces located 500+ feet to the north, 600+ feet to the east, and 1,000+ feet to the south of the proposed project. Since CSA is responsible for creating landslide hazard maps for many communities, we are keenly aware that the areas between, or outside of, identified hazard zones represent low risk areas with respect to landsliding. With respect to Dr. Karp's second statement about the site being in a landslide hazard zone, we are not aware of the site being mapped in any landslide hazard zone, nor should it be.

Dr. Karp, on Page 2 and 3, opines on the rockfall history of Telegraph Hill. In particular he states that the 2012 rockslide on the northeast side of Telegraph Hill failed in response to the erosion of shale interbeds.

CSA Response – CSA performed a detailed investigation of this failure, and the failure mechanism stated by Dr. Karp is not correct. Our investigation report, on file with the City of San Francisco (Geologic and Geotechnical Investigation, Winthrop at Lombard Street Rockslope, prepared by Cotton, Shires and Associates, Inc., dated May 2014) documents the site conditions and causes/mechanisms of failure and they do not involve shale interbeds.

Dr. Karp also opines on the 2007 rockslide failure on Vallejo Street, and indicates that the City declared the buildings in the area uninhabitable. Also, he states that there is a 'nexus' between the site conditions at the 2007 failure site on Vallejo Street and the project site at 115 Telegraph Hill.

CSA Response – Dr. Karp appears to be attempting to draw a nexus between sites over a 1,000 feet apart, without citing any site specific data, to imply that all sites on Telegraph Hill are landslide prone. The 2007 failure at 455 Vallejo Street and neighboring properties was the result of shallow rockslides on an unsupported old quarried rock face nearly 100 feet in height. CSA performed a detailed investigation of this site (Focused Geologic and Geotechnical Investigation, 455 Vallejo Street, prepared by Cotton, Shires, and Associates, Inc., dated June 2007), including downhole logging of a deep exploratory shaft (which had no significant groundwater despite being excavated shortly after the rockslide). A small portion of the building was temporarily evacuated while we investigated the site, and the site was stabilized with deep rock support and then re-occupied. Since there will be no unsupported cuts at 115 Telegraph Hill, a nexus should not be drawn between the sites, even if the geologic structure is similar. Given CSA's experience with similar rock at 455 Vallejo Street, we will be performing a detailed investigation at 115 Telegraph Hill, and will identify any potentially unstable conditions (should they be present) and provide appropriate stabilization recommendations as deemed necessary. These data, along with detailed shoring plans and structural calculations, will be critically reviewed by the Department of Building Inspection, as per San Francisco Building Code requirements previously cited.

Dr. Karp states that "vibrations and loss of lateral support during construction and after will also significantly impact the project's environment."

CSA Response - CSA routinely monitors for vibration induced distress on projects where heavy construction will occur in close proximity to adjacent structures. Vibrations associated with this type of construction, in our experience and in accordance with the published technical report "Construction Vibrations and Their Impact on Vibration-Sensitive Facilities" by Amik and Gendreau (2000), are unlikely to produce distress. The San Francisco Building Code Section 105A.6.3 addresses this specifically in Item 4, where it states that as part of the building permit review by the structural advisory committee, a written report shall include professional opinions concerning: "The sufficiency of the proposed inspection, testing and monitoring to be provided (sic) prior to and during construction."

This type of monitoring over the years, and working closely with local, experienced structural engineers and shoring contractors has resulted in CSA providing effective

shoring recommendations, and detecting early warning signs of movement before significant distress occurs. We are installing just such ground vibration monitoring equipment in two weeks along Lombard Street to monitor the vibrations associated with the large rock slope stabilization project that CSA investigated and designed on the precipitous rock face on the northeast slope of Telegraph Hill below Coit Tower. We will also be installing tiltmeters and performing pre-construction surveys to document current site conditions in relation to during and post-construction conditions. This type of monitoring and surveying will also be recommended by CSA for the project at 115 Telegraph Hill Boulevard.

Dr. Karp states that "the stability of the Franciscan Formation is affected by water, so the project's dewatering, recharging, subsurface drainage and cyclic recharging by rainfall will surely impact not only the project's ground environment but buildings in the area, and all of those impacts will be significant."

CSA Response – The excavation is not anticipated to result in 'dewatering' of the site since there is unlikely to be a groundwater table encountered at the site; however, we will document the groundwater conditions in our test boring/shaft and provide recommendations accordingly. Rain water or irrigation water typically moves through fractures in the sandstone on Telegraph Hill, migrating downward to significant depths, and this infiltration process should continue as it has over geologic time, regardless of whether there is a 33-foot deep basement excavation at 115 Telegraph Hill Boulevard. If the development would be introducing more water into the subsurface, then perhaps an argument could be made that added water could enter adjacent crawlspaces, or basements, adversely impacting these facilities. However, CSA will be providing drainage recommendations that should result in a net decrease in water infiltrating into the subsurface, and net decrease in surface runoff leaving the site in an uncontrolled manner. Therefore, there should be no negative impact on the subsurface groundwater regime or surface runoff conditions that might adversely impact adjoining structures. These drainage recommendations will be items critically reviewed by the Department of Building Inspection, as per building code, prior to issuance of building permits.

LIMITATIONS

Our services consist of professional opinions and conceptual recommendations made in accordance with generally accepted engineering geology and geotechnical engineering principles and practices. No warranty, expressed or implied, or merchantability or fitness, is made in or intended connection with our work, by the proposal for consulting or other services, or by the furnishing of oral or written reports or findings.

We trust that this provides you with the information that you need at this time. If you have any questions regarding this letter, please feel free to call us.

Respectfully submitted,

COTTON, SHIRES AND ASSOCIATES, INC.



Patrick O. Shires
Senior Principal Geotechnical Engineer
GE 770



John M. Wallace
Principal Engineering Geologist
CEG 1923

POS:JMW

COTTON, SHIRES AND ASSOCIATES, INC.

From: Board of Supervisors (BOS)
To: Lamug, Joy; Carroll, John (BOS)
Subject: File 141064, 141065, 141066, 141067 FW: 115 TELEGRAPH HILL BLVD APPEAL

From: Judi Powell [mailto:kapowsf@att.net]
Sent: Monday, November 17, 2014 4:05 PM
To: Board of Supervisors (BOS); Avalos, John (BOS); Campos, David (BOS); Cohen, Malia (BOS); Kim, Jane (BOS); Tang, Katy (BOS); Yee, Norman (BOS); Breed, London (BOS); Chiu, David (BOS); Farrell, Mark (BOS); Mar, Eric (BOS); Wiener, Scott
Subject: 115 TELEGRAPH HILL BLVD APPEAL

Dear Board President David Chiu and Members of the Board of Supervisors:

As a resident, parent, pedestrian, and bus passenger on Telegraph Hill, I am writing to urge you to grant the appeal for 115 Telegraph Hill Blvd this Tuesday, November 18, 2014.

I live near Coit Tower, and knowing what a desirable place Telegraph Hill is to live and to visit, I understand that construction is to be expected as new families move into the neighborhood. I never would have imagined, though, that a project of such massive size would be approved without requiring an Environmental Impact Report to study the effects it would have on public safety, Pioneer Park, Garfield Elementary School, public transportation, traffic, tourism and the surrounding buildings.

My family and I walk all over this hill, and like many, we of course gravitate toward Coit Tower and Pioneer Park, one of the few green spaces in this section of the City. I am concerned for the safety of myself, my family, my neighbors, and the countless tourists who would have to navigate around the trucks and equipment during the (at least) two year construction phase of these three enormous condominiums. Walking along or crossing the narrow, sidewalk-less Telegraph Hill Blvd, as I see many do, would be much more hazardous than it already is. And my understanding is that the proposal includes an almost 4,000 square foot garage, which would require digging down over 30 feet into the steep hillside right at the Filbert steps - a main pedestrian route to Pioneer Park. The 115 Telegraph Hill Blvd project should be properly studied to assure that the hillside will remain stable, and that the safety of the great number of people passing through the area directly next to the site, as well as the neighboring buildings, would be protected.

Creating a staging area on the corner of Filbert and Kearny near the entrance to Garfield Elementary School would clearly create safety concerns for the students. Even if they take the bus to school, these kids still must walk up the steep block between Grant Ave and Kearny St. During the long construction they would walk around this staging site at their school entrance, and breathe in the fumes and dust in their small school yard each recess.

If these condos are built as proposed, the problems for pedestrians would not end with construction. After climbing the steep hill and Filbert steps, instead of being rewarded for their efforts with sweeping views of the City, the many residents and tourists walking to Pioneer Park would be met with a wall of three side-by-side 4,000 square foot condos and would be deposited in the one driveway for the three condos at the top of the steps.

Besides the safety issues, the project would have huge negative impacts on the enjoyment and livability of the neighborhood for residents and visitors both during and after construction. The amount of noisy trucks, equipment, dirt and concrete passing back and forth along this narrow boulevard and other staging area Kearny and Filbert would create a traffic nightmare. The 39 bus and cars would be backed up. And, as always, the construction

crew would block driveways. Any construction on the site would cause problems given the location, but the incredible scale of this project as proposed would dramatically increase the number and duration of transportation and noise disruptions. The result would be many more angry commuters, fed up residents and disappointed tourists.

And if they are built as proposed, the condos would impact the face of Telegraph Hill. Three identical side-by-side condos of approximately 4,000 square foot each would be out of place in most of San Francisco. On Telegraph Hill -- with its steep streets, narrow alleys, small scale architecture, and its iconic identity -- this project is especially out of place in style and scale. It would create a large visual block from the bottom of the hill, and obstruct the light, views and openness on way up to and in much of Pioneer Park. The intimate and sloping look and feel of Telegraph Hill, with famous Coit Tower surrounded by Pioneer Park at the top, is one of the major things that draws people from all over the world to San Francisco. The project at 115 Telegraph Hill would stand out like a sore thumb, giving quite a different feel of the hill for those living near, visiting, and looking up at the hill.

This project would benefit so few, and would create tremendous negative impacts for so many. Please consider the concerns regarding the project at 115 Telegraph Hill Boulevard, and grant the appeal so that the numerous and significant safety and livability questions raised by this project can be addressed.

Sincerely,

Judith Powell
2 Whiting St., #1
San Francisco, CA 94133

From: Board of Supervisors (BOS)
To: Carroll, John (BOS); Lamug, Joy
Subject: File 141064, 141065, 141066, 141067 FW: 115 Telegraph Hill Appeal Hearing - Tuesday, November 18, 3:00 pm

From: Susan Wintersteen [<mailto:susan.wintersteen@gmail.com>]
Sent: Monday, November 17, 2014 3:54 PM
To: Board of Supervisors (BOS); Avalos, John (BOS); Campos, David (BOS); Cohen, Malia (BOS); Kim, Jane (BOS); Tang, Katy (BOS); Yee, Norman (BOS); Breed, London (BOS); Chiu, David (BOS); Farrell, Mark (BOS); Mar, Eric (BOS); Wiener, Scott
Cc: pz@thd.org
Subject: 115 Telegraph Hill Appeal Hearing - Tuesday, November 18, 3:00 pm

Hello:

I would like to express my great concern about plans for the proposed luxury condominium project at 115 Telegraph Hill Blvd. I have lived at 275 Telegraph Hill Blvd. for over 20 years and am very familiar with the neighborhood and the adverse affect the project would have on Telegraph Hill.

The Planning Commission approved the project on September 11, 2014, ignoring a proposal for an alternative that would have preserved some of the public views from the Filbert Steps and Pioneer Park. In addition, the alternative that was proposed would not have required the inordinate amount of excavation currently proposed which would be over 32 feet deep into the hill raising significant geotechnical concerns.

These are my concerns about the project, and I would like you to consider the impact it would have on access to Telegraph Hill, pedestrian safety, traffic, the park, and stability of the Hill:

- Impacts and possible safety hazards to Garfield School from construction activity that is to be staged at the corner of Filbert and Kearny Streets including noise, pollution and parking and traffic issues.
- We would require an Environmental Impact Report (EIR) to look at the project's significant impacts from construction, geotechnical condition of the site, to public views and design compatibility with the neighborhood.
- Reject the Conditional Use Authorization. The findings required for a CUA cannot be met unless project is redesigned.
- Slope stability concerns due to the huge amount of excavation (a Karp soil report should have been analyzed in the City's environmental review).
- Impacts to views from Pioneer Park and the Filbert Steps.

- Safety hazards to pedestrians using the Filbert Steps during the two or more years of construction.
- Transportation impacts on Telegraph Hill Blvd. during construction including impacts to the No. 39 Coit bus.
- The proposed 3-unit condominium with average unit sizes of 4,000 sq. ft. - plus a 3,767 square foot garage - is not necessary or desirable for Telegraph Hill where the average unit size in the area is slightly less than 1,000 sq. ft.

I think the City has a great responsibility to protect Telegraph Hill and not allow projects like this to be developed. I have expressed my concerns and now ask that you grant an appeal of the project.

Thank you,
Susan Wintersteen

From: Board of Supervisors (BOS)
To: Lamug, Joy; Carroll, John (BOS)
Subject: FW: 115 Telegraph Hill Blvd Appeals

From: Alexander Schuth [<mailto:aschuth@gmail.com>]

Sent: Monday, November 17, 2014 3:00 PM

To: Board of Supervisors (BOS); Avalos, John (BOS); Campos, David (BOS); Cohen, Malia (BOS); Kim, Jane (BOS); Tang, Katy (BOS); Yee, Norman (BOS); Breed, London (BOS); Chiu, David (BOS); Farrell, Mark (BOS); Mar, Eric (BOS); Wiener, Scott

Cc: Eva Schuth

Subject: 115 Telegraph Hill Blvd Appeals

Dear Board President Chiu and Members of the Board of Supervisors,

We are writing to express our serious concerns about the proposed construction project at 115 Telegraph Hill Blvd and urge you to grant the appeals filed by Telegraph Hill Dwellers and others.

My wife and I own and live at the apartment building at 1459-69 Kearny Street/401-405 Filbert Street. Together with our three children, we have been living at this location for ten years and recently purchased the property.

Our building is located at the corner of Filbert Street and Kearny Street, less than 150 feet away and directly downhill from the planned construction site. We are seriously concerned that the deep drilling and excavation on the site will lead to instability in the hillside and, consequently, in the foundations of our buildings, with potentially catastrophic outcomes.

We understand that the construction project was approved without an Environmental Impact Report and without a thorough Geo-technical report. For a project of this magnitude, this appears reckless and dangerous to us.

Furthermore, we are highly concerned about extensive construction activity with heavy equipment and material being staged in front of our building at the corner of Filbert and Kearny. We are worried that this would lead to significant noise and pollution for our tenants and for us and also pose a serious safety hazard for our children and the children from the Garfield Elementary School.

We respectfully request that you carefully assess the risks and environmental impact associated with this project before any approval.

Sincerely,

Alexander and Eva Schuth

1469 Kearny Street

SF, CA 94133

Home: 415-926-5192

Cell: 650-892-7535

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Cc: Lamug, Joy; Carroll, John (BOS)
Subject: File 141064, 141065, 141066, 141067 FW: BOS Hearing of Appeal of 115 Telegraph Hill Blvd. November 18, 2014
Attachments: Letter to Board of Supervisor's 11_17_14.pdf; ATT00001.htm

From: Stan Teng [<mailto:stanarch@earthlink.net>]
Sent: Monday, November 17, 2014 2:58 PM
To: Board of Supervisors (BOS)
Subject: BOS Hearing of Appeal of 115 Telegraph Hill Blvd. November 18, 2014

Dear Ms. Calvillo:

I would like to submit the attached letter to each of the Board of Supervisors in advance and for tomorrow's scheduled hearing of appeal of the Planning Commission's approval of the project at 115 Telegraph Hill Boulevard.

Sincerely,

Stan Teng

Stan Teng /
333 Greenwich St. # 2
San Francisco, CA 94133

17 November 2014

Board President David Chiu
and Members of the San Francisco Board of Supervisors

c/o Ms. Angela Calvillo, Clerk of the Board of Supervisors
1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102-4689

Subject:

**Appeal of City Planning Commission Approvals for 115 Telegraph Hill Boulevard
(Appeal of Categorical Exemption and Appeal of Conditional)**

Dear President Chiu and Supervisors:

This letter is to express my concern about the required special approvals and the overall design of the proposed project at 115 Telegraph Hill Boulevard.

I live quite near (within 340 feet) of the project site and pass by it at least twice a day and hence have an intimate knowledge of the neighborhood and the site. I am an architect that has lived and worked in San Francisco since 1981 and thus believe I have more than a casual knowledge of the issues.

I am not against a building, but want the right kind of building that has been properly reviewed by The Planning Department and Planning Commission under carefully established procedures to ensure projects of this nature do not detract from the City's environment.

My concerns are for both the City Planning Commission's approval of a Categorical Exemption from Environmental Review and approval of a Conditional Use for the project. In addition and just as importantly, the project does not comply with the Residential Design Guidelines of the SF Planning Code.

Item #1:

Issues with the Conditional Use:

1. The Planning Code's stated purpose of a Conditional Use is to determine if the proposed use is necessary or desirable to the neighborhood, and whether the use complies with the San Francisco General Plan.

CU Item 1: Number of Units

The developer of the project has publicly stated that his interest in the property is speculative. Therefore, the definition of "necessary" is skewed. It may be necessary to this developer to maximize the size of the units, but units of 4138 to 4583 square feet are out of character, compatibility and affordability of the neighborhood and certainly not necessary. The developer has also publicly stated that there is an absolute need for parking, as these types of units would otherwise not be marketable. Marketability is not "necessary" to the neighborhood and is a result of the developer's choice of programming the project as a high-end luxury development requiring special approvals.

CU Item 2: Parking Exemption

The parking ratios Planning Code of Section 249.49 were developed with good reason for the Telegraph Hill / North Beach Residential Special Use district. Those reasons include the generation of additional traffic by new dwellings and garages and the problems created by the need for garage access including large doors and the effect on the public right of way. Approval of a conditional use for garage might be justified as a "wash" as far as the taking away of street parking but there are important additional consequences that impact the neighborhood including additional traffic at an already heavily trafficked location.

The subject property is located at an important and heavily trafficked juncture of six existing elements; a narrow curving roadway to a major City attraction, a major pedestrian sidewalk used by both for residents and tourists connecting Telegraph Hill to North Beach, a MUNI bus route and passenger stop, a crosswalk connecting the sidewalk to Pioneer Park and the location of two desperately needed street parking spaces. Such a confluence of elements at a single point is not the location for the entrance to a new parking garage.

Unfortunately the project does not offer any mitigation of the impacts of the requested CU items. None of the CU items are of benefit or necessary to the neighborhood and on the contrary would be detrimental to the neighborhood.

Item #2:

Conformance with the Residential Design Guidelines?

Without going into a lengthy detailed analysis of the project in terms of the Residential Design guidelines a number of major incompatibilities with the Guidelines are present:

“ Guideline; Protect Major Public Views From Public Spaces” And “Design Building Facades To Enhance And Complement Public Spaces”

It should be noted that the project has two major facades, one facing Coit Tower and Pioneer Park, the other façade facing the Financial District, Chinatown, Russian Hill and Nob Hill as seen from Telegraph Hill or conversely, Telegraph Hill as seen from the Financial District, Chinatown, Russian Hill and Nob Hill. This is a major “postcard” view of Telegraph Hill that will be adversely affected by the proposed project.

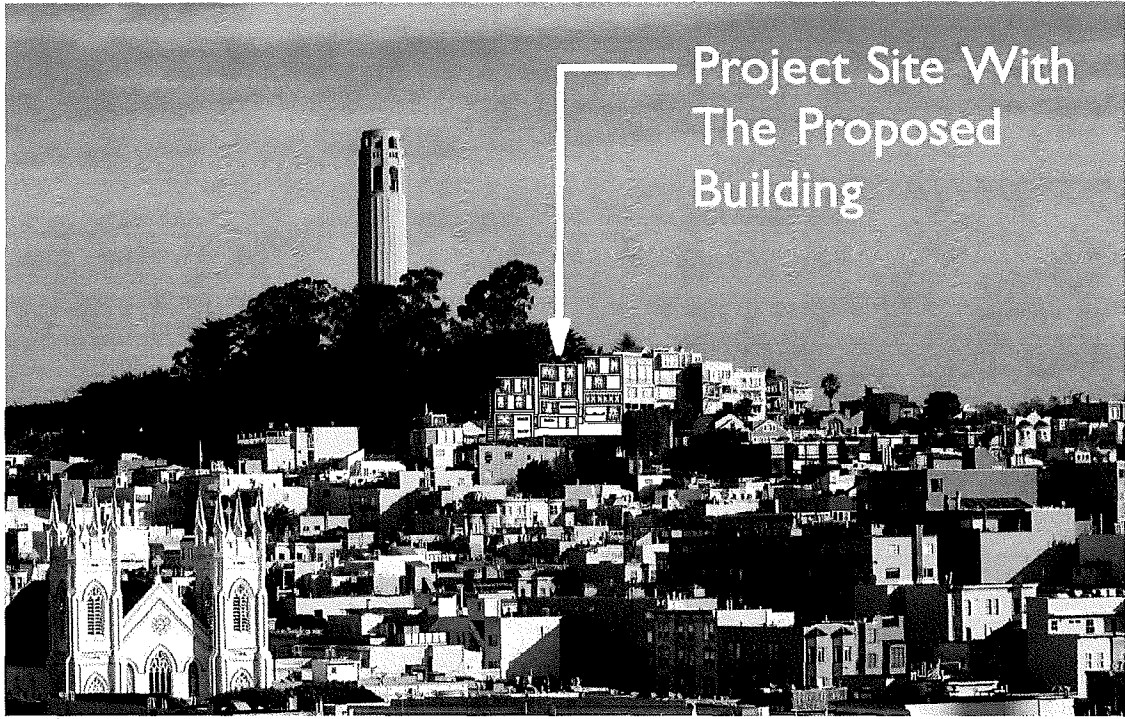
The project’s façade along Telegraph Hill Blvd. resembles the set of “Hollywood Squares” and is overtly out of character and scale with the neighborhood. The rear (South facing) façade is a 4 to 5 story wall of monotonous rectangular patterns and glass that will read within the cityscape as a huge reflective surface as it is facing due south and will receive a great amount of sunlight.

“ Guideline; “Design The Scale Of The Building To Be Compatible With The Height And Depth Of Surrounding Buildings”

Please see attached project renderings to understand the out of proportion and size of the development, especially as viewed from the South.

VIEW OF PROJECT OF TELEGRAPH HILL AS SEEN FROM THE FINANCIAL DISTRICT, CHINATOWN, RUSSIAN HILL AND NOB HILL.





Project Site With
The Proposed
Building

Item #3:

Issues with the Categorical Exemption:

It is clear this is a major construction project on a unique site , next to one of the most important landmarks in the City. Don't these issues alone indicate that this is not a low impact project?

- These characteristics warrant a detailed review of the impacts of the project on the surrounding environment:
- The project involves a massive amount of excavation to accommodate a car parking elevator 30' below street level.
- The project will be visible from public view from Coit Tower and Pioneer Park.
- The project has an 82' wide façade visible from public view from the Financial District, Chinatown, North Beach and Russian Hill as one looks at Coit Tower.
- The façade contains great amounts of glazing facing due south, which will reflect sunlight for a great portion of the day.
- The construction will require hundreds and hundreds of trips by construction trucks up the narrow, serene and already congested Telegraph Hill Boulevard that leads up to Coit Tower. The weight and impact of the trucks alone will certainly damage Telegraph Hill Boulevard or other surrounding streets. How will these trucks turn around on a narrow road? Will there be a constant column of vehicles driving up and around the Coit Tower parking lot in order to turn around for the downhill trip. This project site is a chokepoint as every vehicle, 39 Coit MUNI bus and most pedestrian visitors must cross this project location.
- It seems so obvious that this project with such intense construction issues in the middle of an historic residential area would not be properly vetted by the Planning Department so that the benefits to a single development project do not come at the expense of almost every single visitor to the City, the City's skyline image and the adjacent moderately scaled historic neighborhood.

There is a reason why this site has been un-built upon (excepting a small cottage) for years, it's not an easy or good building site!

So lets be very careful (proactive) and save both the City and developer from surprises (reactive) later during construction by carefully review (via an EIR) and making sure conditions of good development are understood and specified from the start.

In summary, my concerns about the project may be distilled to these simple points:

1. The special conditions (Conditional Use) being requested are necessary and of benefit only to the speculative project sponsor and are not necessary, with no benefit and are detrimental to the neighborhood and City Public.

2. The project fails to comply with the Residential Design Guidelines especially with respect to:

- Design The Scale Of The Building To Be Compatible With The Height And Depth Of Surrounding Buildings
- Protecting Major Public Views From Public Spaces
- Design Building Facades To Enhance And Complement Public Spaces

3. This is a major construction project on a unique site , next to one of the most important landmarks in the City. Don't these issues alone indicate that this is not a low impact project?

EIR type issues:

- Massive excavation, construction traffic on dead end narrow road.
- Visible from public view from Coit Tower and Pioneer Park.
- 82' wide façade visible from public view from the Financial District, Chinatown, North Beach and Russian Hill as one looks at Coit Tower.
- Great amounts of glazing facing due south will reflect sunlight.
- Site it's not an easy or good building site.
- EIR provides for careful (proactive) review and will save both the City and developer from surprises (reactive) later during construction.

Lets be careful (proactive) and save both the City and developer from surprises (reactive) later during construction by carefully review (via an EIR) and making sure conditions of good development are understood and specified from the start.

Sincerely,



Stan Teng
Architect, A.I.A.

Questions? Call me at 415. 812-2444

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Cc: Lamug, Joy; Carroll, John (BOS)
Subject: File 141064, 141065, 141066 and 141067
Attachments: 111614BOSltr.doc

From: Nan Roth [mailto:nanroth88@gmail.com]
Sent: Monday, November 17, 2014 1:48 PM
To: Board of Supervisors (BOS)
Subject: 111614BOSltr.doc

November 17, 2014

Dear Members of the Board:

We are Nan and Nathan Roth, owners of two properties adjoining the project site at 115 Telegraph Hill Boulevard, and we support the appeal of the CEQA Exemption and Conditional Use Authorization.

We own the property adjacent to the entire eastern property line as well as 27.5 feet on the east end of the southern property line—Lots 28 (1436 Kearny Street) and 37 (357 Filbert Street/113 Telegraph Hill Blvd.) of Assessors Block 105. We have been residents of Telegraph Hill since 1958 and 1955 respectively.

We purchased our property at 1436 Kearny, on the southern end of the project site, in 1990, at approximately the same time Tracy Kirkham and Josef Cooper purchased the project site. We are senior citizens in our 80s and full time residents 365 days a year since we are unable to travel due to health issues. There will be no respite for us during the construction of this project, projected to be one and a half years. Our home, c. 1860 and adjacent to the cottage, is 1300 sq. ft. in size, has a partial cellar with exposed rock on the north side. It has reinforced concrete foundations and is fully earthquake retrofitted with a sump pump to carry off water that flows through the rock. In other words, we have done everything possible to be responsible home owners and to protect our home from the elements, but we are in many ways unprepared to deal with some of the consequences of this project—primarily groundwater runoff, vibrations from jack hammering, and disruption of a hillside with a long and well-documented history of instability.

Having survived several months of excavation by the current owners of the project site at 1440-42 Kearny Street, also adjacent to our house, we are acutely aware of the dirt, dust, nerve-wracking jack hammering, and disruption to vehicular access and large volume of water constantly sprayed over the site day after day to control dirt and dust, a serious byproduct of this type of operation. It was only after we complained to OSHA that the contractor began watering that site.

This raises serious problems for us. First, both of us suffer from respiratory problems. Second, none of the documentation that we have seen even mentions the need to water the site continuously, much less what the impact on the downhill properties might be. We have actually had water build up under our house to such an extent that it broke the seal under our reinforced concrete floor, cracked the concrete in several places and was actually bubbling up through the cracks, flooding our basement—all this from a single unrepaired broken sprinkler head up at Coit Tower. Would this project substantially impact groundwater capacity and flow? We

sought help from the City at the time, both in dealing with the water and locating the source, but they were totally unresponsive.

We are appalled that a full geotechnical report has not been required prior to beginning the project review process. **A geo-tech report will ultimately be required and could well contain new information that should have been addressed in the preliminary CEQA review.** The geo-tech report that the project sponsors provided identifies little if any risk associated with this

-2-

project, and omits mention of any stabilization of the hillside following excavation, whereas any reasonably conscientious project sponsor would want to be perceived as aware of the risks and committed to addressing them. This lack of concern worries us. Responsible people would want this information readily at hand if only for their own safety and liability.

Telegraph Hill has a long history of incidents involving soils and rock instability. A building adjacent to an active hillside construction site at Grant and Lombard Streets collapsed on December 28, 1964. A six-month project to stabilize the slope just below the east side of Coit Tower, following a rockslide in 2012, has just started and will be staged from the Coit Tower parking lot. We were evacuated from our apartment on Lower Calhoun Terrace in the winter of 1960-61 when Frieda Klussman's side yard came tumbling down on the buildings at Sansome and Green, a project that Treadwell and Rollo had engineered. Why is this project being passed off as not involving impacts beyond the ordinary?

Also, to the best of our knowledge, **the current plan to move the staging of the excavation work to a site adjacent to the Garfield Elementary School playground, was not included in the project description during preliminary CEQA review and thus could be new information of sufficient relevance to invalidate the CEQA exemption.** Would this not substantially increase the ambient noise levels and expose sensitive receptors to substantial dust and exhaust emissions, both inside and outside of the building? Is the school district aware of this? Have they had an opportunity respond to the proposal? The neighboring residents as well were never told of this plan and given an opportunity to respond.

The size of the excavation alone should be sufficient to bring CEQA into play—25 foot deep drilled pilings below a 30+ foot deep vertical cut in a verified unstable hillside. This project requires diligent management and extreme caution. The prospective developer has no qualifying previous experience and the sellers, who have been masterminding the permitting process, have a history of permit violations and structural problems relating to this and their project on Kearny Street. Thus the burden on those who review and process the application to assure that adequate safeguards are in place exceeds the norm. We hope that the Board recognizes this and will do their part to see that the environmental impacts are fully identified and evaluated.

Please grant this appeal.

Sincerely,

Nan and Nathan Roth
1436 Kearny Street
San Francisco, CA 94133

Dear Members of the Board:

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We purchased our property at 1436 Kearny, on the southern end of the project site, in 1990, at approximately the same time Tracy Kirkham and Josef Cooper purchased the project site. We are senior citizens in our 80s and full time residents 365 days a year since we are unable to travel due to health issues. There will be no respite for us during the construction of this project, projected to be one and a half years. Our home, c. 1860 and adjacent to the cottage, is 1300 sq. ft. in size, has a partial cellar with exposed rock on the north side. It has reinforced concrete foundations and is fully earthquake retrofitted with a sump pump to carry off water that flows through the rock. In other words, we have done everything possible to be responsible home owners and to protect our home from the elements, but we are in many ways unprepared to deal with some of the consequences of this project—primarily groundwater runoff, vibrations from jack hammering, and disruption of a hillside with a long and well-documented history of instability.

Having survived several months of excavation by the current owners of the project site at 1440-42 Kearny Street, also adjacent to our house, we are acutely aware of the dirt, dust, nerve-racking jack hammering, and disruption to vehicular access and large volume of water constantly sprayed over the site day after day to control dirt and dust, a serious byproduct of this type of operation. It was only after we complained to OSHA that the contractor began watering that site.

This raises serious problems for us. First, both of us suffer from respiratory problems. Second, none of the documentation that we have seen even mentions the need to water the site continuously, much less what the impact on the downhill properties might be. We have actually had water build up under our house to such an extent that it broke the seal under our reinforced concrete floor, cracked the concrete in several places and was actually bubbling up through the cracks, flooding our basement—all this from a single unrepaired broken sprinkler head up at Coit Tower. Would this project substantially impact groundwater capacity and flow? We sought help from the City at the time, both in dealing with the water and locating the source, but they were totally unresponsive.

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Please grant this appeal.

Sincerely,

Nan and Nathan Roth
1436 Kearny Street
San Francisco, CA 94133

From: Board of Supervisors (BOS)
To: Lamug, Joy; Carroll, John (BOS)
Subject: File 141059 and 141064 FW: 115 Telegraph Hill Blvd - Close Proximity Neighbor SUPPORTS the Appeals of Categorical Exemption and Conditional Use Authorization

From: Jim Yasso [mailto:yasso@surewest.net]
Sent: Monday, November 17, 2014 4:33 PM
To: Board of Supervisors (BOS); Wiener, Scott; Mar, Eric (BOS); Cohen, Malia (BOS); Kim, Jane (BOS); Tang, Katy (BOS); Yee, Norman (BOS); Breed, London (BOS); Chiu, David (BOS); Farrell, Mark (BOS); Avalos, John (BOS); Campos, David (BOS)
Cc: Yasso, Sandy
Subject: 115 Telegraph Hill Blvd - Close Proximity Neighbor SUPPORTS the Appeals of Categorical Exemption and Conditional Use Authorization

Hearing Date: November 18, 2014

Dear President Chiu and Supervisors:

This letter is submitted to request your support of the Appeals of the Categorical Exemption and Conditional Use Authorization for the proposed building at 115 Telegraph Hill Blvd.

Our home is located at 1454 Kearny Street. The back of our house is only 27.5' from the building site, separated by the back yard of the adjacent property at 381 Filbert.

The major reasons for my support of the Appeals of the Categorical Exemption and Conditional Use Authorization are due to the following:

1) Insufficient Analysis of Unusual Excavation Area - No Plan to Ensure Safety of Neighboring Properties

Given the extent of the proposed excavation on the site (32' deep), the steep slope of the property (sloping toward the back of our house), and the known slide risk that exists on Telegraph Hill; I was shocked that the Planning Dept didn't require a more thorough analysis of underlying soil and rock structures to mitigate risk to neighbors. Foregoing an Environmental Impact Report in an area with known slide risk is negligent. An EIR was a very reasonable hurdle to require of the developer to protect nearby properties and the safety of neighbors.

Related to the excavation, the developer has not submitted any engineering plans to address shoring requirements to avoid earth movement and potential slides on the sheer walls they will create when they excavate 32'. They need plans for shoring during construction and as part of the building design...the architectural plans submitted do not address this issue. They did no test boring to the depth of proposed excavation (or even within 25' of proposed depth) so have no knowledge of the underlying issues and challenges and thus have no Structural Engineering design to mitigate risks.

2) Safety Risks to School Children and Pedestrians Due to Ridiculous Proposal to Stage Concrete Pump Trucks at Filbert/Kearny Intersection

The "new" proposed staging site is right next to Garfield Elementary School and on a highly popular site for

tourist photos looking back at Russian Hill!! At the Planning Commission Hearing in September, the project sponsor indicated that they plan to mitigate traffic issues on Telegraph Hill Blvd by staging cement trucks at the intersection of Filbert and Kearny streets and then pumping cement up the hill to the building site. This would generate a dangerous amount of construction traffic and put risky equipment right next to the Garfield Elementary School. This already is a very high traffic area (both pedestrians and vehicles), especially in the mornings and afternoons as parents are dropping off and picking up children for school. The school playground is right next to the area where they would have to park the cement pumpers. Cement pumpers use high pressure and big hoses and are a documented safety challenge for workers (serious injuries and even death)...putting this kind of equipment near a school and in an area with high tourist traffic is a recipe for serious injuries!

How will the parents of children attending Garfield react when they learn more about the plans for this project and the resulting traffic impact and safety risks to their children?

3) Proposed Building Design Too Invasive

The proposed parking elevator and parking area under the proposed building are generating the need for extensive excavation. The excavation means more truck loads of dirt to remove and more cement to pour. This exacerbates the traffic disruptions of this project and highlights the fact that they have insufficient space to execute the present proposed design without major disruptions to traffic, parking, pedestrians, tourists, and the neighborhood overall. The project sponsor could alleviate many of the negative impacts of the new building(s) with a less invasive design that is more complimentary to the neighborhood.

Please consider the above issues and support the appeal of the Categorical Exemption and the appeal of the Conditional Use Authorization at the Hearing on November 18.

Sincerely,

James H. Yasso
1454/1456 Kearny Street

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Cc: Carroll, John (BOS); Lamug, Joy
Subject: File 141059 and 141064 FW: 115 Telegraph Hill

-----Original Message-----

From: Candace Crockett [<mailto:crockett@sfsu.edu>]
Sent: Monday, November 17, 2014 5:07 PM
To: Board of Supervisors (BOS)
Subject: 115 Telegraph Hill

November 17, 2014

RE: 115 Telegraph Hill Blvd. Appeal

Dear Board President David Chiu and Members of the Board of Supervisors:

Since 1996, my husband and I have owned a house and resided at 1305 Montgomery St. within 300 of the proposed massive, 3-unit condominium project at 115 Telegraph Hill Blvd.

The site of the proposed project at 115 Telegraph Hill is unusually sensitive and unique. It's located along the heavily travelled approach to Coit Tower, one of the San Francisco's best known landmarks.

This proposed project will seriously compromise the experience for visitors and residents alike, because the proposed buildings will be vastly out of proportion with the existing scale of development and unit sizes in the area. All three of the proposed new units at approximately 4,000 sq. ft. each, will be many times larger than any other unit within 300 feet or virtually anywhere else on Telegraph Hill. Additionally, because the proposed buildings are so large, the project will obliterate public views from the Filbert Steps and parts of Pioneer Park.

Construction will be so massive that engineers calculate that thousands of truck trips will be required, disrupting traffic to Coit Tower for months, maybe years.

But despite the above and the steep lot, challenging soil conditions, the narrow heavily-travelled roadway, an unusually deep and difficult excavation, and the loss of these public views, this project was given a categorical exemption from environmental review. There is a reasonable possibility of significant environmental impacts.

My husband and I strongly urge you to overturn the exemption from environmental review and require environmental analyses of:

-The size and massing of over-sized buildings leading to unnecessary loss of view corridors; and

-The geotechnical safety such as adverse impacts on adjoining structures and the Filbert Steps, particularly excavation of a large auto elevator shaft immediately adjacent to the Filbert Steps.

Sincerely,

Candace Crockett
1305 Montgomery St.
San Francisco CA 94133
415-781-5526
crockett@sfsu.edu

From: Board of Supervisors (BOS)
To: Carroll, John (BOS); Lamug, Joy
Subject: File 141059 and 141064 FW: 115 Telegraph Hill Blvd - Neighborhood Resident SUPPORTS the Appeals of Categorical Exemption and Conditional Use Authorization

From: Sandy Yasso [mailto:sandyasso@surewest.net]

Sent: Monday, November 17, 2014 6:38 PM

To: Jim Yasso; Board of Supervisors (BOS); Wiener, Scott; Mar, Eric (BOS); Cohen, Malia (BOS); Kim, Jane (BOS); Tang, Katy (BOS); Yee, Norman (BOS); Breed, London (BOS); Chiu, David (BOS); Farrell, Mark (BOS); Avalos, John (BOS); Campos, David (BOS)

Subject: 115 Telegraph Hill Blvd - Neighborhood Resident SUPPORTS the Appeals of Categorical Exemption and Conditional Use Authorization

Hearing Date: November 18, 2014

Dear President Chiu and Supervisors:

I respectfully submit this letter to enlist your support regarding the Appeals of the Categorical Exemption and Conditional Use Authorization for the proposed building at 115 Telegraph Hill Blvd.

I am the owner of 1456 and 1454 Kearny Street. Everything about this project is literally "in my backyard." I will be effected by all phases of the development of this property. There is only 27.5' separating the back of my home from the building site, with the small separation of the back yard of the adjacent property at 381 Filbert.

I am a person who sees the daily foot traffic up and down Kearny Street and Filbert Street to access the stairs to Coit Tower. You might be surprised at the number of people who stop before mounting the steps at the top of the hill at that very intersection-- they take pictures of Russian Hill, and of the beautiful view accessible adjacent to Garfield Elementary. Languages besides English are spoken, many people are holding maps, and they stay several minutes at the top of the hill at Kearny and Filbert. Clearly, this intersection is a proud destination in our City.

I am the person who hears the school bells at Garfield Elementary, the number of cars pulling up to drop off children each morning, and the cars returning to pick them up at the end of their school day. I see children recite the Pledge of Allegiance as they assemble on the playground each morning. I hear their happy sounds in play at recess.

I am also the person who witnesses the amount of vehicle traffic that runs on Filbert and Kearny each day, with people parking along the road, and entering and exiting.

I see the value of my location. I am concerned that this importance, and the possible harm that could come to my home and surrounding area, has been overlooked by those pushing for the proposed building at 115 Telegraph Hill Blvd.

I am the person who foresees the risk of negligence that not handling this Appeal properly could effect.

Where is the plan to ensure the safety of my property and my neighbors' properties during preparation and

construction?

Where is the EIR?? Other building sites in the City have had EIRs to determine soil and rock structures and provide extensive shoring plans. Where is the boring test? I see nothing of the sort here. Why? A 32' excavation site in an area with a known slide risk requires solid shoring. Where is the soil analysis? Where is the rock structure analysis? Are you willing to risk a slide? How will you protect my home, my neighbors homes, and Garfield Elementary? Where is the shoring plan? Where is the Structural Engineering Design Plan?

Who decided to place Cement Pumpers right next to an Elementary School?

I don't even have a child at Garfield Elementary, and I'm appalled at this new decision. How do you think parents of children attending the school, school staff and administration, and the larger community will react to this ridiculous proposal? I've seen a hose cut loose from a cement pumper truck. In my case, no one was injured. But that's not usually the case. The workers that day were shaken. No wonder. With deep foundations there will be a lot of gravel mixed in to the cement. Flying cement can KILL.

Who decided it was a good idea to place cement trucks in front of the steps to Coit Tower?

Are you planning to block these steps? Many tourists will be disappointed when they can't access the steps from the intersection. But worse, what if they decide they should walk around those trucks and hoses anyway, and something goes wrong? Are you prepared for that liability?

How will you address car traffic and parking on Kearny Street and Filbert Street?

I'm not comfortable driving around huge cement trucks that impede my visibility at the top of the hill, or that impede my ability to get to my own garage. Will you ensure that I can access my own home? Will you ensure that my neighbors can park on the street near their homes? Will my and my neighbors' refuse and recycle cans be able to be picked up by city vehicles? Will delivery trucks be able to access my home and the homes of my neighbors? Will I feel safe being outside my own property?

Who thought that such an invasive design was a good idea for our neighborhood?

We are a neighborhood of homes cradling a tourist destination and hosting a school. This design is so extensive that it completely disrupts our neighborhood, and ruins the wonder of Coit Tower. Having a parking elevator and parking area underneath these large dwelling demands EXTENSIVE excavation. That means truck after truck of dirt and rocks leaving, and load after load of cement to pour. The time required, the risk to our properties, the negative impact on tourism, the life risk to students -- all point to the fact that this project - as it stands - is beyond the capacity of the surrounding environment. We don't have the space to provide such a project, we should not expose the children at Garfield to the risk of cement trucks, we should not negatively impact a terrific tourist area of San Francisco.

What of "In Case of Emergency?"

Do you have a plan to provide emergency vehicles to my neighborhood? How would they get past the Cement and Construction Vehicles? How would you evacuate the school? What if there is an earthquake?

Let's think of a better alternative.

I agree that the property could be very nicely developed as an enhancement to our neighborhood and to Coit Tower. I do not think the current proposal for the property is the way to accomplish that enhancement.

I urge you to look at this as I do -- as a member of this fine community. Please support the appeal of the Categorical Exemption and the appeal of the Conditional Use Authorization at the Hearing on November 18.

Sincerely,

Sandy Burton Yasso
1454/1456 Kearny Street

G

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Cc: Lamug, Joy; Carroll, John (BOS)
Subject: FW: Concerns regarding 115 Telegraph Hill Boulevard project

From: Peters, Amanda [<mailto:amanda.peters@ustrust.com>]
Sent: Monday, November 17, 2014 9:15 PM
To: Board of Supervisors (BOS)
Cc: pz@thd.org; blairh@well.com
Subject: Concerns regarding 115 Telegraph Hill Boulevard project

Dear President Chiu and Members of the Board of Supervisors:

My home is very near the project proposed by Jeremy Ricks at 115 Telegraph Hill Boulevard project. I am concerned about this project for the reasons below:

- Project does not match surrounding properties on Telegraph Hill Blvd, Filbert St, Kearny St and Alta St. Project is not complementary to Telegraph Hill residences.
- Proposed excavation may compromise slope stability. The City should have analyzed this properly in its environmental review.
- Dust, perimeter security and debris control during all phases - whatever the scope of the project eventually approved. My son suffers from extreme asthma due to dust allergens. I am worried dust created by the project may be hazardous to his health.
- Safety: proposed construction may compromise safety of pedestrians, students and staff at Garfield School
- Traffic: proposed construction will impact traffic patterns on Telegraph Hill Boulevard

I respectfully request that for this project you:

- Require an Environmental Impact Report (EIR).
- Reject the Conditional Use Authorization.
- Reconsider the impacts to views from Pioneer Park and the Filbert Steps, and from the southern slope of Telegraph Hill (south of the proposed project).
- Consider the safety of existing residents, young students and teachers.

Sincerely,

Amanda Peters

Amanda Peters
Senior Vice President, Private Client Advisor
U.S. Trust, Bank of America Private Wealth Management
555 California Street, 7th floor
San Francisco, CA 94104
CA5-705-07-41
(P): 415.913.2222

(F): 415.343.0511
amanda.peters@ustrust.com
<http://pages.ustrust.com/amanda.peters>

nmls id# 1072888

Office of Supervisory Jurisdiction:
Merrill Lynch, Pierce, Fenner & Smith Inc.
500 Newport Center Drive
Newport Beach, CA 92660
949.760.4539

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From: Anita Walter [amwsanfran@gmail.com]
Sent: Tuesday, November 18, 2014 8:40 AM
To: Board of Supervisors (BOS); Avalos, John (BOS); Campos, David (BOS); Cohen, Malia (BOS); Kim, Jane (BOS); Tang, Katy (BOS); Yee, Norman (BOS); Breed, London (BOS); Chiu, David (BOS); Farrell, Mark (BOS); Mar, Eric (BOS); Wiener, Scott
Subject: Filbert Steps(correction)

Thank you
A Walter

Sent from my iPhone

From: Board of Supervisors (BOS)
To: Carroll, John (BOS); Lamug, Joy
Subject: File 141059 and 141064 FW: Colbert steps !!!!

From: Anita Walter [<mailto:amwsanfran@gmail.com>]
Sent: Tuesday, November 18, 2014 8:21 AM
To: Board of Supervisors (BOS); Avalos, John (BOS); Campos, David (BOS); Cohen, Malia (BOS); Kim, Jane (BOS); Tang, Katy (BOS); Yee, Norman (BOS); Breed, London (BOS); Chiu, David (BOS); Farrell, Mark (BOS); Mar, Eric (BOS); Wiener, Scott
Subject: Colbert steps !!!!

As you know, the Planning Commission approved the project on September 11, 2014, ignoring our proposal for an alternative that would have preserved some of the public views from the Filbert Steps and Pioneer Park. In addition, the alternative we proposed would not have required the inordinate amount of excavation currently proposed which would be over 32 feet deep into the hill raising significant geotechnical concerns.

Points that you might want include in your email and/or public testimony:

- Impacts and possible safety hazards to Garfield School from construction activity that is to be staged at the corner of Filbert and Kearny Streets including noise, pollution and parking and traffic issues.
- Require an Environmental Impact Report (EIR) to look at the project's significant impacts from construction, geotechnical condition of the site, to public views and design compatibility with the neighborhood.
- Reject the Conditional Use Authorization. The findings required for a CUA cannot be met unless project is redesigned.
- Slope stability concerns due to the huge amount of excavation (please refer to Karp Soil report, attached), which should have been analyzed in the City's environmental review.
- Impacts to views from Pioneer Park and the Filbert Steps
- Safety hazards to pedestrians using the Filbert Steps during the two or more years of construction
- Transportation impacts on Telegraph Hill Blvd. during construction including impacts to the No. 39 Coit bus.
- The proposed 3-unit condominium with average unit sizes of 4,000 sq. ft. - plus a 3,767 square foot garage - is not necessary or desirable for Telegraph Hill where the average unit size in the area is slightly less than 1,000 sq. ft.

Please DO MESS with our steps !!!!

A. Walter

Sent from my iPhone

From: Board of Supervisors (BOS)
To: Lamug, Joy; Carroll, John (BOS)
Subject: File 141059 and 141064 FW: Concerns regarding 115 Telegraph Hill Boulevard project

From: Brad Peters [mailto:bpeters@birst.com]
Sent: Tuesday, November 18, 2014 11:00 AM
To: Peters, Amanda; Board of Supervisors (BOS); Avalos, John (BOS); Campos, David (BOS); Cohen, Malia (BOS); Kim, Jane (BOS); Tang, Katy (BOS); Yee, Norman (BOS); Breed, London (BOS); Chiu, David (BOS); Farrell, Mark (BOS); Mar, Eric (BOS); Wiener, Scott
Cc: 'pz@thd.org'; 'blairh@well.com'
Subject: Concerns regarding 115 Telegraph Hill Boulevard project

Dear President Chiu and Members of the Board of Supervisors:

My home, at 118 Alta Street, is very near the project proposed by Jeremy Ricks at 115 Telegraph Hill Boulevard project. My wife and I are concerned about this project for the reasons below:

- **Proposed excavation may compromise slope stability. Given the issues historically in the neighborhood (landslides), this is quite scary to residents.**
- The design of this building looks nothing like the rest of the hill – which has a unique character in San Francisco. Not to mention, it has the potential to degrade the overall aesthetic of one of San Francisco's gems.
- **Traffic:** proposed construction will impact traffic patterns on Telegraph Hill Boulevard. The hill is already dense and has significant tourist traffic, this project can considerably worsen the congestion in the neighborhood.

I respectfully request that for this project you:

- Require an Environmental Impact Report (EIR) to understand the proposed project's significant impacts from construction, geotechnical condition of the site, to public views and design compatibility with the neighborhood.
- Reject the Conditional Use Authorization.
- Reconsider the impacts to views from Pioneer Park and the Filbert Steps, and from the southern slope of Telegraph Hill (south of the proposed project).
- Consider the safety of existing residents, young students and teachers.

Sincerely,

Brad Peters
Resident, 118 Alta Street

From: Board of Supervisors (BOS)
To: Carroll, John (BOS); Lamug, Joy
Subject: File 141059 and 141064 FW: Concerns regarding 115 Telegraph Hill Boulevard project

From: Peters, Amanda [<mailto:amanda.peters@ustrust.com>]
Sent: Tuesday, November 18, 2014 9:08 AM
To: Board of Supervisors (BOS); Avalos, John (BOS); Campos, David (BOS); Cohen, Malia (BOS); Kim, Jane (BOS); Tang, Katy (BOS); Yee, Norman (BOS); Breed, London (BOS); Chiu, David (BOS); Farrell, Mark (BOS); Mar, Eric (BOS); Wiener, Scott
Cc: 'pz@thd.org'; 'blairh@well.com'; Brad Peters
Subject: Concerns regarding 115 Telegraph Hill Boulevard project

Dear President Chiu and Members of the Board of Supervisors:

My home is very near the project proposed by Jeremy Ricks at 115 Telegraph Hill Boulevard project. I am concerned about this project for the reasons below:

- **Proposed excavation may compromise slope stability. The City should have analyzed this properly in its environmental review.**
- Project does not match surrounding properties on Telegraph Hill Blvd, Filbert St, Kearny St and Alta St. Project is not complementary to Telegraph Hill residences.
- Dust, perimeter security and debris control during all phases - whatever the scope of the project eventually approved. **My son suffers from extreme asthma due to dust allergens. I am worried dust created by the project may be hazardous to his health.**
- Safety: proposed construction may compromise safety of pedestrians as well as students and staff at Garfield School during the two years of construction.
- Traffic: proposed construction will impact traffic patterns on Telegraph Hill Boulevard

I respectfully request that for this project you:

- Require an Environmental Impact Report (EIR) to understand the proposed project's significant impacts from construction, geotechnical condition of the site, to public views and design compatibility with the neighborhood.
- Reject the Conditional Use Authorization.
- Reconsider the impacts to views from Pioneer Park and the Filbert Steps, and from the southern slope of Telegraph Hill (south of the proposed project).
- Consider the safety of existing residents, young students and teachers.

Sincerely,

Amanda Peters

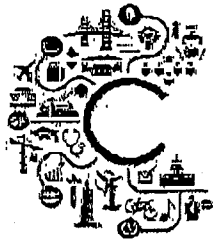
Amanda Peters
Senior Vice President, Private Client Advisor
U.S. Trust, Bank of America Private Wealth Management
555 California Street, 7th floor

San Francisco, CA 94104
CA5-705-07-41
(P): 415.913.2222
(F): 415.343.0511
amanda.peters@ustrust.com
<http://pages.ustrust.com/amanda.peters>

nmls id# 1072888

Office of Supervisory Jurisdiction:
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Newport Beach, CA 92660
949.760.4539

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SAN FRANCISCO CHAMBER OF COMMERCE
Our City. Your Business.

Received Time Nov. 19, 2014 5:05PM No. 2605

VC Page
BOS - 11

File 140880
File 141024

B&F Committee Clerk

FACSIMILE TRANSMITTAL SHEET

TO: <u>Angela Calvillo</u>	FROM: <u>Jim Lazarus</u>
COMPANY:	PHONE: <u>415.352.8810</u>
FAX NUMBER: <u>415.554-5163</u>	DATE: <u>11/19/14</u>
PHONE NUMBER:	TOTAL NO. OF PAGES INCLUDING COVER: <u>3</u>
RE: <u>File No. 14080 and 14124 - Formula Retail Workers Bill of Rights</u>	

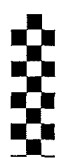
URGENT FOR REVIEW PLEASE COMMENT PLEASE REPLY PLEASE RECYCLE

NOTES/COMMENTS:

Please distribute to every member of the Board of Supervisors.

RECEIVED
B&F COMMITTEE CLERK
NOV 20 11 08 32

(6)





**SAN
FRANCISCO
CHAMBER OF
COMMERCE**

November 19, 2014

Hon. David Chiu

President, Board of Supervisors

///

Re: Formula Retail Workers Bill of Rights

File Nos. 14080 and 141024

Dear Supervisor Chiu:

The San Francisco Chamber of Commerce, representing over 1,500 local businesses, continues to oppose the pending Police Code amendments on Fair Scheduling and Hours and Retention, commonly referred to as the "Formula Workers Bill of Rights".

While we appreciate the amendments approved by the Board at yesterday's meeting, they touch on only a very few of the numerous substantive issues that our members have with these two ordinances. Since last summer, in memo after memo to each Supervisor, we have made these concerns crystal clear;

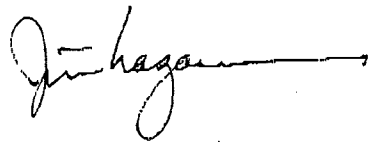
- Limit the scope of the ordinance to true "retail", businesses that sell sales taxable products, food and beverages ,
- Do not interfere in hour and staffing decisions by employers,
- Modify the "Advanced Notice of Work Schedules" to more reasonable notice and penalty thresholds,

- Conform the administrative and penalty provisions to those previously agreed to by employers in other recent legislation,
- Recognize the right of employers to hire for specific "on-call" positions,
- Restore language allowing for waiver by collective bargaining agreement, and
- Eliminate the inclusion of security and janitorial services contractors from the provisions of these ordinances.

Though Supervisor Chiu and his office held many informational workshops on this topic earlier in the year, virtually no real discussions on the goals, merits or impacts of the draft ordinances ever occurred. Supervisor Chiu held two meetings with employers and a representative of labor and Supervisor Mar held none. These ordinances were drafted in large part behind closed doors, with last minute changes that brought numerous other employers within the scope of the ordinances, without notice or outreach.

While it seems clear that these flawed ordinances will be sent to the Mayor's desk, should they go into law, we will continue to urge the Board to consider amendments in a more transparent process that removes the most onerous provisions and provides a more balanced approach to this "one size does not fit all" legislation.

Sincerely,



JIM LAZARUS

Sr. Vice President

cc. Each Member, Board of Supervisors

Mayor Lee

Regina Dick-Endrizzi, Executive Director, Small Business
Commission

From: Board of Supervisors (BOS)
To: Somera, Alisa (BOS)
Cc: Carroll, John (BOS); Lamug, Joy
Subject: File 140880 and 141024 FW: BOMA San Francisco Commentary - Formula Retail Employer Requirements

Importance: High

From: John Bozeman [<mailto:johnb@boma.com>]
Sent: Tuesday, November 18, 2014 10:49 AM
To: Chiu, David (BOS); Mar, Eric (BOS); Farrell, Mark (BOS); Tang, Katy (BOS); BreedStaff (BOS); Kim, Jane (BOS); Yee, Norman (BOS); Wiener, Scott; Campos, David (BOS); Cohen, Malia (BOS); Avalos, John (BOS)
Cc: True, Judson; Pagoulatos, Nickolas (BOS); Stefani, Catherine; Kelly, Margaux (BOS); Tang, Katy (BOS); Summers, Ashley (BOS); Board of Supervisors (BOS); Brown, Vallie (BOS); Veneracion, April (BOS); Scanlon, Olivia (BOS); Taylor, Adam (BOS); Ronen, Hillary; Chan, Yoyo (BOS); Hsieh, Frances (BOS)
Subject: BOMA San Francisco Commentary - Formula Retail Employer Requirements
Importance: High

Good Morning Supervisors,

At your meeting today, you will have the opportunity to consider two items that address employee management and retention at Formula Retail establishments in San Francisco. Amendments to the ordinances at yesterday's Budget and Finance Committee meeting - without consultation to the small business community or BOMA San Francisco - were approved and **both pieces of legislation now apply to janitorial and security employers who contract with formula retailers, even if those contractors do not qualify as formula retailers.**

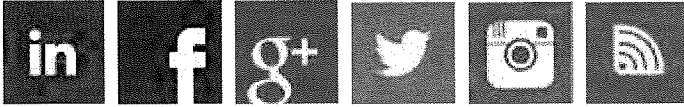
On behalf of the small business community and our membership, I respectfully request that you strongly consider sending both measures back to the Budget and Finance Committee for further review and discussion with employers directly impacted by the legislation.

There are two ordinances are:

- **Agenda Item 41; File # 140880**
 - Police Code - Hours and Retention Protections for Formula Retail Employees
 - Abstract
 - Ordinance amending the Police Code to regulate the operation of Formula Retail Establishments, including requiring employers to offer additional hours of work, when available, to current part-time employees; and requiring successor employers to retain employees for 90 days upon a change in control of the business.
- **Agenda Item 42, File # 141024**
 - Police Code - Fair Scheduling and Treatment of Formula Retail Employees
 - Abstract
 - Ordinance amending the Police Code to require Formula Retail Establishments to provide employees with two weeks notice of work schedules, notice of changes to work schedules, and compensation for schedule changes made on less than seven days notice and unused on-call shifts; and to provide part-time employees with the same starting rate of hourly pay, access to time off, and eligibility for promotions, as provided to full-time employees.

Thank you for your kind consideration.

John M. Bozeman
Manager, Government and Public Affairs
Building Owners and Managers Association of San Francisco
233 Sansome Street, 8th Floor
San Francisco, CA 94104
Cell: (415) 686-9652



From: Stephen Dwyer [sdwyer@americanstaffing.net]
Sent: Monday, November 24, 2014 11:29 AM
To: Board of Supervisors (BOS)
Cc: 'Mike Robson'; 'Heather Leemon'; Stephen Dwyer; Toby Malara; La Tanya James-Rouse
Subject: File Number 140880; Proposed Ordinance to Regulate the Operation of Formula Retail Establishments
Attachments: L-San Francisco Board of Supervisors (11.24.14).pdf
Importance: High

Please see the attached opposition letter with respect to File Number 140880; Proposed Ordinance to Regulate the Operation of Formula Retail Establishments.

Should you have any questions, please do not hesitate to contact me.

Stephen C. Dwyer
General Counsel
American Staffing Association
277 S. Washington St., Suite 200
Alexandria, VA 22314-3675
703-253-2020
703-253-2037 direct
703-253-2053 fax
sdwyer@americanstaffing.net
americanstaffing.net

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American Staffing Association

277 South Washington Street, Suite 200 • Alexandria, VA 22314-3675



703.253.2020

703.253.2053 fax

asa@americanstaffing.net

americanstaffing.net

VIA ELECTRONIC MAIL

Board.of.Supervisors@sfgov.org

November 24, 2014

San Francisco Board of Supervisors
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, Ca 94102-4689

Re: File Number 140880; Proposed Ordinance to Regulate the Operation of Formula Retail Establishments ("Proposed Ordinance")

Members of the San Francisco Board of Supervisors:

This letter is submitted on behalf of the American Staffing Association ("ASA") and its affiliate, California Staffing Professionals ("CSP"). ASA and CSP represent California's staffing firms. In 2013, these staffing firms employed over 1 million people for temporary or contract work—many of whom were assigned to jobs within San Francisco.

The Proposed Ordinance would prohibit formula retail establishments from contracting with staffing firms for temporary workers unless such retail establishments first offered additional work to their part-time employees. In addition to being misguided—the Proposed Ordinance would limit temporary and contract workers' ability to obtain jobs, while at the same time limit the flexibility of retail establishments to efficiently adjust the size of their work forces—we believe that such an ordinance likely would be held unlawful.

By restricting retail establishments' use of staffing firms, the Proposed Ordinance would deny jobs to temporary and contract workers—most of whom work *full-time* work weeks, who enjoy the flexibility that temporary work offers, and who otherwise would be assigned to work for retail establishments at peak seasons or to fill in for employee absences. Because retail establishments would be required to offer additional work to their part-time staff rather than use staffing firm's services, these workers would be denied both the opportunity to work and a pathway that often leads to permanent employment. To sacrifice the work opportunities for one group of workers, who generally work full-time work weeks, for the benefit of another group working part-time makes no sense.

Similarly, retail establishments would be denied the flexibility to efficiently meet changes in demand, address staff shortages, or save money by using outsourcing or alternative work arrangements. Retail establishments would have to offer, in writing, additional work to each and every part-time worker they employ, and wait to hear back from each of them to determine whether they accepted the additional work, before enlisting the aid of a staffing firm. Such process is time-consuming, inefficient and unnecessary, and artificially constrains retailers' use of the labor force. No jurisdiction ever has imposed such constraint on the right of private businesses to use contract labor, and for good reason—in addition to being misguided policy, such an ordinance is likely unlawful.

American Staffing Association

Nov. 24, 2014

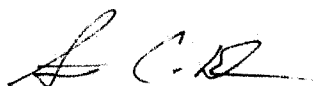
Page 2

Businesses generally have an unfettered right to determine how many workers to employ and their work hours. Businesses also have a right to enter into contracts for labor and services with commercial entities of their choosing. Government interference with such rights likely violates the Commerce Clause and First Amendment of the United States Constitution, as well as the California Constitution.

For the foregoing reasons, we request that you vote against the Proposed Ordinance.

Should you wish to discuss these issues in detail, I can be reached at (703) 253-2037. Thank you for your consideration.

Very truly yours,

A handwritten signature in black ink, appearing to read "S. C. Dwyer". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Stephen C. Dwyer
General Counsel
American Staffing Association

Lagunte, Richard (BOS)

File No. 141139

From: Jason Mulvaney [jason@verdiclub.net]
Sent: Thursday, November 20, 2014 2:18 PM
To: Board of Supervisors (BOS)
Subject: Verdi Club's 480 Potrero Tentative Map Appeal

Leg. Clerk
BOS-11, COB,
Leg. Dep., City Atty,
Cpage

Dear Angela Calvillo,

I'm writing to withdraw my appeal of the Tentative Condominium Map for 480 Potrero Avenue, Assessor's Block No. 3973, Lot No.002C. I've been in contact with the property owners and they have agreed to add noise language to the final recorded CC&R's and lease agreements. Again, we are satisfied with the agreement and would like to withdraw our appeal. Please let me know if this email is sufficient for our withdrawal.

Thank you,

Jason Mulvaney

Jason Mulvaney
Verdi Club
415-861-9199
jason@verdiclub.net
www.verdiclub.net

Like us on Facebook to learn about upcoming events at the Verdi Club:
<https://www.facebook.com/VerdiClubSF>

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BZ

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BOS 11, CRAIG

11-16-14

File # 141139

Board of Supervisors of S.F.

This is in regard to File No. 141139.

Project location: 480 Polaris Ave., Blk 3973 Lot 002C

I object to such a large development at this location; 75 units are too many. Plus there is no parking now at this sight and it will only get worse.

Too many units on such a small lot plus a commercial unit. The units will be small I'm sure. They don't care about people or people living in this area.

My family has lived here since "1905". I do not like what I see in my city. The Verdi Club next door will be a dot on your map. It has been a place for people to unit plus again parking. My family was one of the first to build here, and I still have the home.

The building is not nice looking at all, plus it looks like a box. They should consider less units and more garage space. All I see is money - you do not think of the neighborhood.

As I said before my family has lived here since 1905 and it was nice but people like you want to change it for no good.

The supervisors have done a lot of wrong things to our city as far as I can tell.

Dorothy Dinelli

A long time San Franciscan.

RECEIVED
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NOV 18 PM 2:35

From: Reports, Controller (CON) [controller.reports@sfgov.org]
Sent: Thursday, November 20, 2014 12:27 PM
To: Calvillo, Angela (BOS); Nevin, Peggy; BOS-Supervisors; BOS-Legislative Aides; Kawa, Steve (MYR); Howard, Kate (MYR); Falvey, Christine (MYR); Elliott, Jason (MYR); Steeves, Asja (CON); Campbell, Severin (BUD); Newman, Debra (BUD); Rose, Harvey (BUD); gmetcalf@spur.org; sfdocs@sfpl.info; CON-EVERYONE; CON-CCSF Dept Heads; CON-Finance Officers; Nuru, Mohammed; Stringer, Larry; Zuniga, Sandra; Galli, Phil; Lee-Robbins, Linda; Gordon, Rachel; Bidot, Alexandra; Nakajima, Steve (ADM)
Subject: Issued: Street and Sidewalk Maintenance Standards Annual Report FY 2013-14

The Controller's Office has issued the San Francisco Street and Sidewalk Maintenance Standards Annual Report for fiscal year (FY) 2013-14.

In brief, the findings are:

- Evaluation standards were revised in response to the 2011 Street and Sidewalk Perception Study, notably to add two new odor standards. Over 90% of residential and commercial routes evaluated passed the new odor standards.
- Besides odors, standards with best average scores included residential sidewalk litter, Public Works graffiti, trash receptacle fullness and integrity, and tree clearance and appearance.
- Most frequent problems included tree cleanliness, graffiti on public surfaces maintained outside of Public Works, and feces/needles/condoms. Commercial corridors in particular struggled with graffiti and cleanliness around trash receptacles.
- Residential routes generally score higher than commercial routes, with the exception of tree-related standards.

The Controller's Office would like to thank the staff of the SF Public Works for their cooperation on the Street and Sidewalk Maintenance Standards Program.

To view the full report, please visit our website at:

<http://openbook.sfgov.org/webreports/details3.aspx?id=1855>

You can also access the report on the Controller's website (<http://www.sfcontroller.org/>) under the News & Events section.

This is a send only email. For more information, please contact:

Office of the Controller
City Services Auditor Division
Phone: 415-554-7463
Email: CSA.ProjectManager@sfgov.org

Follow us on Twitter @SFController



STREET AND SIDEWALK MAINTENANCE STANDARDS ANNUAL REPORT FISCAL YEAR 2013-14

**CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER
CITY SERVICES AUDITOR (CSA)**



CSA Project Team

Peg Stevenson, Director
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Julia Salinas, Performance Analyst II
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Celeste Berg, Performance Analyst I



November 20, 2014



CONTROLLER'S OFFICE
CITY SERVICES AUDITOR

The City Services Auditor was created within the Controller's Office through an amendment to the City Charter that was approved by voters in November 2003. Under Appendix F to the City Charter, the City Services Auditor has broad authority for:

- Reporting on the level and effectiveness of San Francisco's public services and benchmarking the city to other public agencies and jurisdictions.
- Conducting financial and performance audits of city departments, contractors, and functions to assess efficiency and effectiveness of processes and services.
- Operating a whistleblower hotline and website and investigating reports of waste, fraud, and abuse of city resources.
- Ensuring the financial integrity and improving the overall performance and efficiency of city government.

The audits unit conducts financial audits, attestation engagements, and performance audits. Financial audits address the financial integrity of both city departments and contractors and provide reasonable assurance about whether financial statements are presented fairly in all material aspects in conformity with generally accepted accounting principles. Attestation engagements examine, review, or perform procedures on a broad range of subjects such as internal controls; compliance with requirements of specified laws, regulations, rules, contracts, or grants; and the reliability of performance measures. Performance audits focus primarily on assessment of city services and processes, providing recommendations to improve department operations.

We conduct our audits in accordance with the Government Auditing Standards published by the U.S. Government Accountability Office (GAO). These standards require:

- Independence of audit staff and the audit organization.
- Objectivity of the auditors performing the work.
- Competent staff, including continuing professional education.
- Quality control procedures to provide reasonable assurance of compliance with the auditing standards.

The City Services Auditor (CSA) Charter Amendment requires that CSA work with the Department of Public Works (SF Public Works) to establish objective standards for street and sidewalk maintenance, and that CSA issue an annual report on performance under the standards. This report provides the results of fiscal year (FY) 2013-14 evaluations completed between July 1, 2013 and June 30, 2014.

EXECUTIVE SUMMARY

PURPOSE OF THE REPORT

The City Services Auditor Charter Amendment requires that the Controller's Office and SF Public Works develop and implement standards for street and sidewalk maintenance. The Charter Amendment mandates that the City Services Auditor (CSA) issue an annual report of the City's performance under the standards.

This report provides an overview of the standards, highlights the results of evaluations conducted in FY 2013-14, and includes recommendations to improve the City's work in this area.

HIGHLIGHTS

- The City's contracted evaluator, JBR Partners, Inc., conducted 366 evaluations in FY14, across 184 routes.
- Evaluation standards were revised in response to the 2011 Street and Sidewalk Perception Study, notably to add two new odor standards. Over 90% of residential and commercial streets evaluated passed the new odor standards.
- Besides odors, standards with best average scores included residential sidewalk litter, Public Works graffiti, trash receptacle fullness and integrity, and tree clearance and appearance.
- Most frequent problems included tree cleanliness, graffiti on public surfaces maintained outside of Public Works, and feces/needles/condoms. Commercial corridors in particular struggled with graffiti and cleanliness around trash receptacles.
- Residential routes generally score higher than commercial routes, with the exception of tree-related standards.



RECOMMENDATIONS

In response to these findings, CSA recommends that SF Public Works should:

1. Include street evaluation results in SF Public Works program planning and communication with external stakeholders.
2. Assess the causes of most frequent problems and explore options to address them.

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BACKGROUND

MANDATE

In November 2003, San Francisco voters passed Proposition C, amending the City Charter to mandate that the City Services Auditor (CSA) division of the Controller's Office work with SF Public Works in three ways:

- (1) To develop objective and measurable standards for street maintenance;
- (2) To establish publicly posted street maintenance and staff schedule compliance reports; and
- (3) To issue an annual report on the state of the City's streets and sidewalks as measured by evaluations.

METHODOLOGY AND DATA COLLECTION

SF Public Works contracted JBR Partners, Inc. (JBR) to conduct street and sidewalk evaluations in FY13-14. JBR follows the evaluation methodology described in Appendix A.

Twenty-two quantifiable standards are rated in five different street and sidewalk categories:

- (1) street cleanliness
- (2) sidewalk cleanliness
- (3) graffiti
- (4) trash receptacles
- (5) trees and landscaping

A summary of all the standards is shown on the next page and a complete text of the standards is described in Appendix B. An example form used for the evaluations is shown in Appendix C.

The physical unit of an evaluation is a route. Each route generally consists of five contiguous city blocks, with one side of the street evaluated on each route. Pictorial definitions of the basic elements evaluated - streets, sidewalks, and routes/blocks/100 foot segments - are illustrated in Appendix D.

JBR evaluated a total of 184 routes throughout the City in FY13-14. JBR evaluated each route at least once and provided data on 366 total evaluations to CSA for analysis. 52% of the routes were commercial routes and 48% were residential. JBR evaluated anywhere between 18 to 39 routes within a SF Public Works work zone, with an average of 31 routes evaluated per work zone. Please see Appendices E and F respectively for a map and a list of all the routes evaluated.

Within the twenty-two quantifiable street and sidewalk standards rated, SF Public Works is generally responsible for the maintenance of the streets and its assets located on the sidewalks. Please see Appendix G for SF Public Works' specific maintenance responsibilities.

SUMMARY OF STANDARDS

Feature	Standard
1.0 Street Cleanliness	<p>Streets shall be free of litter and will be rated on a scale of 1 to 3.</p> <ul style="list-style-type: none"> ▪ 1 = Very clean, less than 5 pieces of litter per 100 curb feet examined. ▪ <2 = Acceptably clean (passing), 5-15 pieces of litter per 100 curb feet examined. ▪ 3 = Very Dirty, over 15 pieces of litter per 100 curb feet examined. <p>A final average rating of less than 2 must be attained to meet the standard for the route.</p>
2.0 Sidewalk Cleanliness	<p>Sidewalk shall be free of litter and will be rated on a scale of 1 to 3, as above. A final average rating of less than 2 must be attained to meet the standard for the route.</p> <p>Additionally:</p> <ul style="list-style-type: none"> ▪ 90% of sidewalk shall be free of grime, leaks and spills. ▪ Sidewalk shall be entirely free of illegal dumping. ▪ Sidewalk shall be entirely free of feces, needles, broken glass and condoms. ▪ Sidewalk shall be entirely free of offensive odors from SF Public Works and non-SF Public Works sources.
3.0 Graffiti	<p>100% of the street surface, public and private structures, buildings and sidewalks must be free of graffiti. The following categories are evaluated:</p> <ul style="list-style-type: none"> ▪ SF Public Works public property (street surfaces, city trash receptacles). ▪ Non-SF Public Works public property (street signs, meters, mailboxes, etc). ▪ Private property ▪ Sidewalk surfaces
4.0 Trash Receptacles	<ul style="list-style-type: none"> ▪ Trash receptacle is clean and not overflowing. ▪ No more than 5 pieces of litter in the area around the receptacle. ▪ Structure must have a uniform coat of paint. ▪ Structure must be free of large cracks or damage that affects use. ▪ The door must be closed.
5.0 Trees and Landscaping	<ul style="list-style-type: none"> ▪ 90% of trees, tree wells and planters shall be free of litter. ▪ 90% of trees are free of damage or hanging limbs; no tree is dead. ▪ 90% of tree wells and planters are free of weeds and vines. ▪ 90% of trees with limbs and foliage provide clearance over the sidewalk and street.

* A detailed description of the standards is available in Appendix B.

STREET AND SIDEWALK EVALUATION RESULTS

AVERAGE SCORE FOR EACH STANDARD				
	Standards	Acceptable Range	Residential n = 175	Commercial n = 191
	1.0 Street Cleanliness			
*	1.1 Litter (1 = acceptably clean to 3 = very dirty)	<2.0	1.67	2.00
	2.0 Sidewalk Cleanliness			
	2.1 Litter (1 = acceptably clean to 3 = very dirty)	<2.0	1.39	1.64
	2.2 Grime, leaks, spills (% of sidewalk free)	>90%	96%	90%
	2.3 [Moved to become 3.0]			
	2.4 Illegal dumping	-	74%	71%
	2.5 [Replaced by 2.5.1 and 2.5.1]			
	2.5.1 Feces, needles, condoms [new]	-	58%	55%
	2.5.2 Broken glass [new]	-	70%	68%
*	2.6 DPW odors [new]	-	100%	90%
	2.7 Non-DPW odors [new]	-	91%	91%
	3.0 Graffiti - Average number of incidents per segment			
*	3.1 DPW	0	0.13	0.31
	3.2 Non-DPW public	0	0.39	0.68
	3.3 Private	0	0.09	0.56
	3.4 Sidewalk	0	0.14	0.44
	4.0 Trash Receptacles - % of receptacles meeting standards			
^	4.1 Fullness	>90%	97%	95%
^	4.2 Cleanliness of trash receptacles	>90%	92%	95%
^	4.3 Cleanliness around trash receptacles	>90%	77%	82%
^	4.4 Painting	>90%	82%	92%
^	4.5 Structural integrity and function	>90%	97%	96%
^	4.6 Doors	>90%	95%	92%
	5.0 Trees and Landscaping - % of trees meeting standards			
^	5.1 Cleanliness	>90%	72%	52%
^	5.2 Appearance	>90%	93%	96%
^	5.3 Weediness	>90%	79%	95%
^	5.4 Clearance	>90%	97%	98%

Legend:

* SF Public Works holds cleaning or maintenance responsibility.

^ SF Public Works is responsible for some of the city's trash receptacles and trees. Others are maintained by private property owners or contractors. See Appendix G.

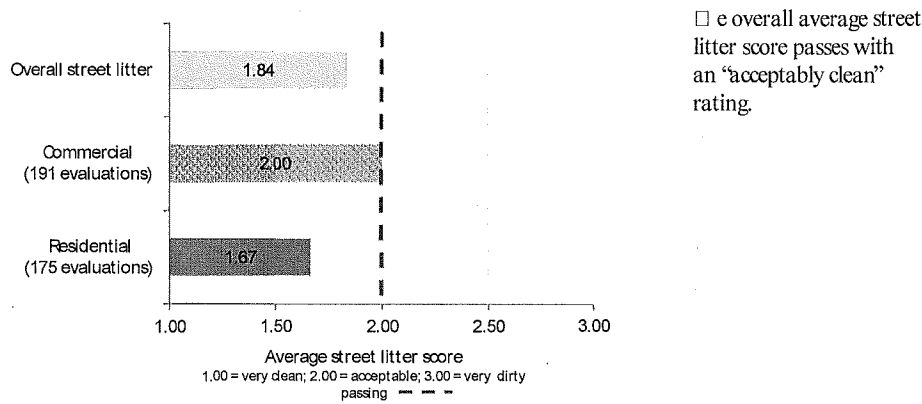
Cells highlighted in red mean the standard did not pass.

STANDARD 1.0 STREET CLEANLINESS

1.1 Street Litter

Routes are evaluated based on the presence of litter along the route. Examples of litter include food wrappings, cups, plastic bags, newspapers, feces, and abandoned appliances. Cigarette butts were not included.

Average street cleanliness scores passed the threshold level, "acceptable" (2.0), established by SF Public Works. Overall street litter scores fell between "acceptable" (2.0) and "very clean" (1.0), receiving an average score of 1.84. On average, commercial streets just missed the threshold of acceptable street cleanliness, while residential streets scored well above the threshold.



Dirtiest commercial streets

Work Zone	Route	Score
B	Market 2: 7th-11th	2.93
B	Larkin: O'Farrell - Sacramento	2.89
C	Fillmore I: Hayes, Laguna - Gough	2.83

Dirtiest residential streets

Work Zone	Route	Score
E	Farallones St -- San Jose to Orizaba	2.93
A	Sutter St -- Jones To Larkin	2.88
A	Bush St -- Mason to Larkin	2.85
C	03rd Ave: Hugo St - Irving St	2.81
E	Madrid St -- Silver Ave to Persia	2.79

The chart above lists the five dirtiest residential streets, all with scores above 2.75.

Cleanest commercial streets

Work Zone	Route	Score
A	Justin Herman Plaza	1.10
E	3rd St C: 23rd - Galvez	1.10
E	Ocean A: Phelan - Capitol	1.00

The commercial streets with the highest and lowest average litter scores are displayed above. No street received the worst possible score of 3.00, while only one street received a perfect score of 1.00 (Ocean between Phelan & Capitol).

Cleanest residential streets

Work Zone	Route	Score
C	Cornwall St -- Arguello to 4th Ave	1.00
A	Lake St -- 23rd to 28th Ave	1.00
A	Baker St -- Green to Greenwich	1.00
F	31st Ave -- Pacheco to Taraval	1.00
F	Magellan Ave -- Castenada to Montalvo	1.00
F	Saint Francis Blvd -- Junipero Serra to Santa Clara Ave	1.00
F	Ulloa St -- Laguna Honda Blvd to Dorchester Way	1.00
F	Joost Ave -- Lippard to Foerster	1.00
F	Sloat Blvd -- 20th to 25th Ave	1.00

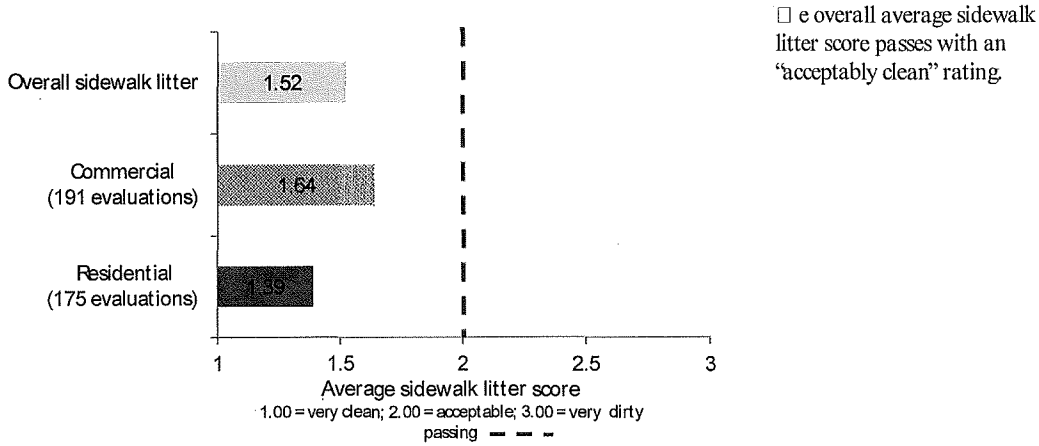
The chart above displays the nine residential streets that received all perfect scores (1.0) for street cleanliness.

STANDARD 2.0 SIDEWALK CLEANLINESS

2.1 Sidewalk Litter

Private property owners are responsible for sidewalk cleanliness in front of their property, except for curb ramps, sidewalks on SF Public Works-maintained public property, SF Public Works catch basins, and trash receptacles. Please refer to Appendix G for details.

Evaluators scored sidewalk cleanliness based on the presence of litter on the sidewalk along the route. Examples of common sidewalk litter include tissue paper, food wrappings, cups, plastic bags, newspapers, cigarette butts, and loose gum.



Overall average sidewalk cleanliness scores passed the threshold level, “acceptable” (2.0), established by SF Public Works. Overall street litter scores fell between “acceptable” (2.0) and “very clean” (1.0), receiving an average score of 1.52. Generally, residential sidewalks scored higher than commercial sidewalks, with both falling within an acceptable level of cleanliness.

Dirtiest commercial sidewalks

Work Zone	Route	Average litter score
B	Taylor: Market to O'Farrell	2.56
A	Stockton: Green - Sacramento	2.51
D	24th St: Bart	2.50



Cleanest commercial sidewalks

Work Zone	Route	Average litter score
F	Noriega A: 19th - 25th	1.08
D	Van Ness 2: 22nd - 18th	1.07
C	Van Ness 5: Mission - Golden Gate	1.06

The three commercial sidewalks with the highest and lowest average litter scores are displayed. No commercial sidewalk received a perfect score of 1.0 or the worst possible score of 3.0.

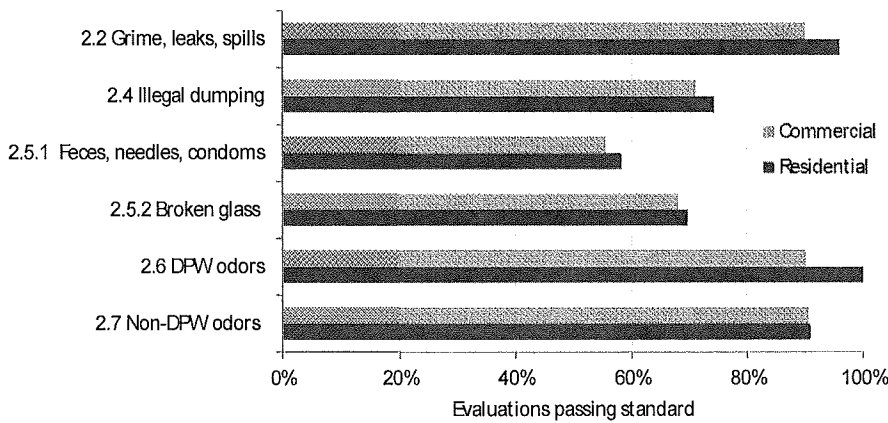
Dirtiest residential sidewalks

Work Zone	Route	Average litter score
C	Sutter St -- Jones To Larkin	2.58
F	Farallones St -- San Jose to Orizaba	2.50
F	Bush St -- Mason to Larkin	2.43

The three residential sidewalks with the lowest average litter scores are displayed above. On the other hand, sixteen residential routes had perfect litter scores of “very clean” (1.0) each time they were evaluated.

ADDITIONAL SIDEWALK STANDARDS

In addition to sidewalk litter, a number of other factors determine sidewalk cleanliness levels: grime, leaks, spills, illegal dumping, feces, needles, and condoms, broken glass, and odors.



2.2 SIDEWALK GRIME, LEAKS, AND SPILLS

Grime, leaks, and spills include any removable material resulting in a difference in pavement surface color including paint, dried liquids, dirt, garbage leaks, or other substances resulting in wet, slippery, or sticky conditions.

Residential routes had an average score of 96%, while commercial routes missed the 90% threshold slightly.

Grime, Leaks, and Spills Standard

PASS = Sidewalk is at least 90% free of grime, leaks, and spills

Commercial sidewalks with lowest scores for grimes, leaks, and spills standard

Work Zone	Route	% free of Grime, Leaks, & Spills
D	16 th St. BART	64%
B	Polk A: California - O'Farrell	72%
D	24th St. B: Folsom - Valencia	73%



Residential sidewalks with lowest scores for grimes, leaks, and spills standard

Work Zone	Route	% free of Grime, Leaks, & Spills
D	26th St -- Hampshire to Harrison	76%
A	Sutter St -- Jones To Larkin	85%
A	Bush St -- Mason to Larkin	87%

The routes above show the three lowest scores for all sidewalks evaluated.

2.4 ILLEGAL DUMPING

Illegal dumping includes abandoned items such as furniture and appliances found on sidewalks. There is zero tolerance for illegal dumping – 100% of sidewalks need to be free of illegal dumping to pass the standard.

Residential and commercial sidewalks had comparable scores for illegal dumping, with 74% and 71% of evaluations passing, respectively.

Of the 184 unique routes evaluated, only 14 routes failed the standard each time they were evaluated. These streets, many of them commercial routes, are listed below.

Sidewalks with lowest scores for illegal dumping standard

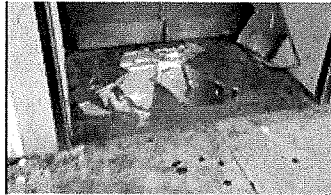
Work Zone	Route type	Route
C	Residential	20th Ave -- California to Cabrillo
C	Residential	26th Ave -- Clement to Fulton
A	Commercial	Stockton: Green - Sacramento
A	Residential	Sacramento St -- Taylor to Polk
F	Commercial	Irving A: 19th Ave - 25th Ave
C	Residential	Central Ave -- Buena Vista West to Oak St
C	Commercial	Haight (Upper): Stanyan - Central
B	Commercial	Larkin: O'Farrell - Sacramento
B	Commercial	Hyde: Market - Taylor
B	Commercial	Jones: Market - O'Farrell
D	Commercial	Mission B: 18th - 22nd St.
E	Commercial	3rd St B: Mariposa - 23rd
E	Residential	Silver Ave -- Mission Ave to Cambridge
E	Residential	Farallones St -- San Jose to Orizaba



2.5.1 FECES, NEEDLES, CONDOMS, AND 2.5.2 BROKEN GLASS

There is zero tolerance for feces, needles, and condoms – 100% of sidewalks need to be free of these to pass the standard. Feces, needles, and condoms standard generally had the lowest overall score of all sidewalk standards, with only 58% of residential sidewalk evaluations and 55% of commercial sidewalk evaluations passing.

There is zero tolerance for broken glass – 100% of sidewalks need to be free of broken glass to pass the standard. Residential and commercial sidewalks had comparable scores, with 70% and 68% of evaluations passing, respectively.



2.6 SF PUBLIC WORKS ODORS AND 2.7 NON-SF PUBLIC WORKS ODORS

Offensive odors include sewage, odor from catch basins, human excrement related odors (feces and urine), and other significant unpleasant odors.

“SF Public Works Odors” are smells specifically related to Public Works’ assets such as city dumpsters, trash cans, street surfaces, and specific catch basins that have “Public Works” identification. “Non-SF Public Works Odors” include odors emanating from non-SF Public Works assets such as private trash cans and catch basins marked as “SFPUC”.

There is zero tolerance for both standards – 100% of sidewalks must be free of strong offensive odors.

Routes that did not pass odor standards

Work Zone	Route	Standard failed twice	Route type
B	Taylor: Market to O'Farrell	SF Public Works	Commercial
B	Market 2: 7th-11th	SF Public Works	Commercial
D	Duboce: Valencia - Potrero	SF Public Works	Commercial
E	3rd St E: Oakdale - Williams	SF Public Works	Commercial
A	Bush St -- Mason to Larkin	Non-SF Public Works	Residential
C	Central Ave -- Buena Vista West to Oak St	Non-SF Public Works	Residential
B	Natoma: 2nd - Fremont	Non-SF Public Works	Commercial
B	6th St: Market - Folsom	Non-SF Public Works	Commercial

Of the eight routes to the left, eight failed either the SF Public Works or non-SF Public Works odor standard each time they were evaluated.

STANDARD 3.0 GRAFFITI

Graffiti includes stickers, paint, and pen markings. There is zero tolerance for graffiti – 100% of streets, sidewalks, and private and public structures/buildings visible from and immediately adjacent to the street must be free of graffiti to pass the standard.

Graffiti is scored separately according to the entity responsible for maintaining it (see Graffiti Types to the right). SF Public Works is responsible for mitigating graffiti on street surfaces, trash receptacles, and some trees.



Graffiti Types

Sidewalks:

Sidewalk surfaces, which are the responsibility of private property owners.

Public Property Maintained by SF Public Works:

Street surfaces and trash receptacles.

Public Property Not Maintained by SF Public Works:

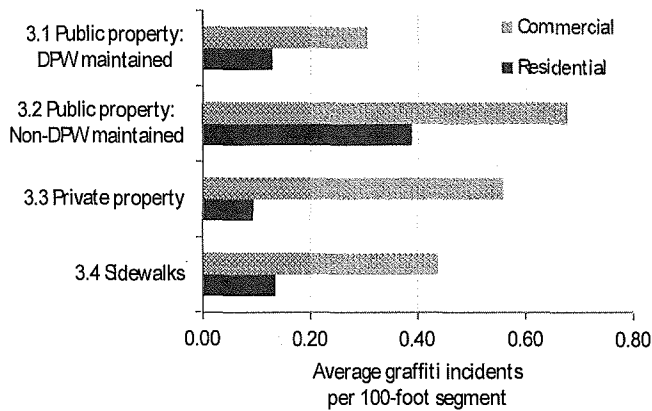
Street signs, parking meters, mailboxes, bus stops, and most other public street property. SF Public Works will abate this graffiti and bill the other agency.

Private Property:

Storefronts, residential buildings, newspaper stands, and other non-sidewalk privately owned property. SF Public Works notifies property owners to abate graffiti on their property.

GRAFFITI COUNTS

SF Public Works-maintained surfaces reported the lowest average graffiti counts, compared to private and Non-SF Public Works public property. The highest average graffiti counts were found on non-SF Public Works public property and were more than double the counts found on SF Public Works-maintained property.



Graffiti Standard
PASS = Streets and adjacent areas are 100% free of graffiti

Commercial routes reported graffiti counts that were at least double the counts found on residential routes.

Commercial routes with highest counts of graffiti on SF Public Works-maintained public property

Work Zone	Route	Graffiti counts per 100 feet
5	Fillmore I: Hayes, Laguna - Gough	3.11
6	Taylor: Market to O'Farrell	2.75
9	24th B: Folsom - Valencia	1.57

Fillmore Street reports highest graffiti count of all commercial routes.

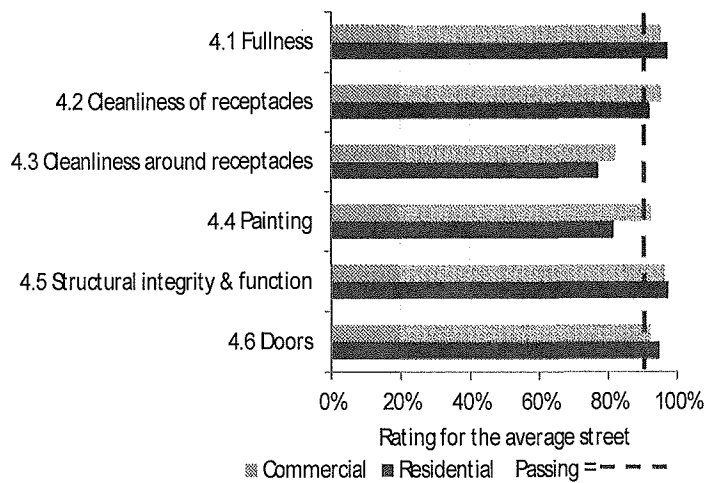
Residential routes with highest counts of graffiti on SF Public Works-maintained public property

Work Zone	Route	Graffiti counts per 100 feet
7	Serrano Dr -- Cardenas to Arballo	1.16
5	03rd Ave: Hugo St - Irving St	0.87
5	Central Ave -- Buena Vista West to Oak St	0.50

Serrano Dr. reports highest graffiti count of all residential routes.

STANDARD 4.0 TRASH RECEPTACLES

The chart below shows average scores for each trash receptacle standard. Cleanliness around receptacles is the only standard that did not meet the 90% threshold for either commercial or residential routes. The painting standard under residential routes also did not meet that threshold. All other standards passed for both street types.



Two-thirds of evaluations on residential routes passed the combined standards, while just over half of evaluations on commercial routes passed.

Trash Receptacle Standards
PASS = 90% of trash receptacles on a route are free of the evaluated issue

STANDARD 5.0 TREES AND LANDSCAPING

Most street trees are the responsibility of fronting property owners, and SF Public Works maintains more than 35,000 street trees in San Francisco. This year, SF Public Works will begin to transfer maintenance responsibility for most of those trees to property owners, while retaining responsibility for trees in medians and other public property. This analysis does not distinguish between SF Public Works-maintained and privately maintained street trees.

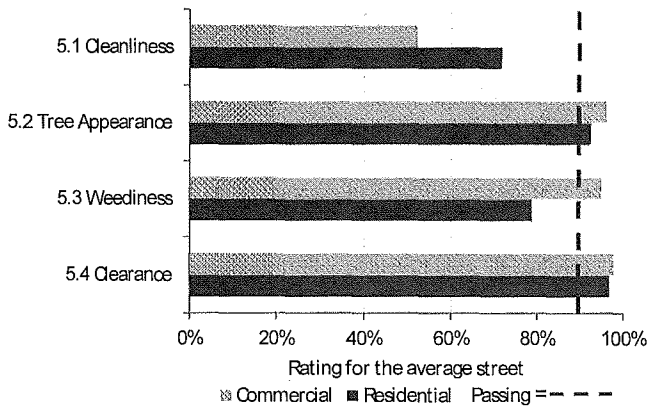
Common debris found in both residential and commercial routes were food wrappings, cigarette butts, plastic bags, and feces. Other examples of litter evaluated are gum, tissue paper, cups, and newspapers. Debris includes tree limbs, but excludes leaves. The standard is not met if any feces, needles, broken glass, or condoms are present.

As shown on the chart below, for cleanliness both commercial and residential trees failed to meet the 90% threshold.

For tree appearance, both commercial and residential trees passed the 90% threshold.

For weediness, the average commercial tree score exceeded the 90% threshold, while the average residential tree score did not.

For clearance, the average scores for both commercial and residential trees are nearly 100%.



LOWEST RATED ROUTES

Commercial routes that did not pass any tree and landscape standards

Work Zone	Route
C	Fillmore G: Golden Gate, Steiner - Laguna
A	Grant: Broadway - California

Residential routes that did not pass any tree and landscape standards

Work Zone	Route
C	Central Ave -- Buena Vista West to Oak St
E	Prague St -- Geneva to Pope
F	Santiago St -- 19th to 22nd Ave

Five routes did not pass any of the four standards.

HIGHEST RATED ROUTES

Commercial routes with perfect scores for all tree and landscape standards

Work Zone	Route
C	Clement B: 5th - 10th Ave
C	Clement A: Arguello - 5th Ave
B	Natoma: 2nd - Fremont
C	Van Ness S: Mission - Golden Gate

Residential routes with perfect scores for all tree and landscape standards

Work Zone	Route
A	Baker St -- Green to Greenwich
F	Magellan Ave -- Castenada to Montalvo
F	Moncada Way -- Urbano Dr to Junipero Serra
F	Saint Francis Blvd -- Junipero Serra to Santa Clara Ave
F	Ulloa St -- Laguna Honda Blvd to Dorchester Way

Nine routes listed above had perfect scores of 100% for all four standards.

RECOMMENDATIONS

1. Include street evaluation results in SF Public Works program planning and communication with external stakeholders

Street evaluation results should be used to inform management decisions and drive improvement over time. Future reports should break down scores by SF Public Works work area, and SF Public Works should use those scores for program planning and resource allocation decision-making.

Many of the issues addressed in the evaluation standards are not SF Public Works' direct responsibility. For example, private property owners are responsible for keeping sidewalks clean. In these instances, SF Public Works should share the evaluation results with appropriate external stakeholders to enhance cleanliness indirectly.

Street evaluation data should be combined with other city data sources via SF Public Works Stat meetings to get a comprehensive picture of street and sidewalk cleanliness and maintenance.

2. Assess the causes of most frequent problems and explore options to address them

Several standards stand out as areas of attention, including:

- 5.1 Tree cleanliness: commercial and residential routes
- 5.3 Tree weeds: residential routes
- 4.3 Cleanliness around trash receptacles: commercial and residential routes

SF Public Works currently manages a number of programs to address street and sidewalk cleanliness, including the issues above. These programs include:

- Community Clean Team
- Community Corridors Partnership Program
- Alleyway Pilot Program
- Outreach and Enforcement Team
- Adopt-A-Street Program

We recommend that SF Public Works analyze its programs in order to identify trends, root causes of identified issues, and opportunities to increase positive impact.

APPENDIX A: DETAILED METHODOLOGY

History & Methodology	<p>In November 2003, San Francisco voters approved Proposition C (Charter Section F.102), requiring the City to establish performance standards for street and sidewalk maintenance. Accordingly, the Controller's Office and Department of Public Works (Public Works) created standards to evaluate five areas:</p> <p>(1) street cleanliness, (2) sidewalk cleanliness, (3) graffiti, (4) trash receptacles, and (5) trees and landscaping.</p> <p>Routes throughout the city are generally evaluated twice per year, including routes in each of the six Public Works Work Zones and a combination of commercial and residential areas. During most evaluations, approximately five blocks on one side of the street are evaluated.</p> <p>In past years, CSA and Public Works utilized its own staff to conduct the evaluations. Currently, JBR Partners (Contractor) conducts all evaluations.</p>
Evaluation Standards	<p>During FY 2011-12, the Controller's Office and Public Works made changes to the standards based on the results of the Streets Perception Study (2011). Most notably, new standards for odors were added to the sidewalk cleanliness standards.</p> <p>The five evaluation categories are scored using one of the following metrics:</p> <ul style="list-style-type: none"> • 1 - 3 point system (where 1 = clean, 2 = passing, 3 = dirty) • percentage (high % = clean) • number of incidents (lower = better) <p>A detailed summary of each evaluation standard is provided at the end of this appendix.</p>
Evaluation Timing	<p>Prior to FY2007-08, evaluations were conducted before and after street sweepings. Currently, evaluations have been conducted at the midpoint of a route's mechanical street sweeping schedule. For example, a route that is swept on Monday, Wednesday and Friday would be inspected on Tuesday or Thursday, and a route that is swept once a week on Tuesday morning would be inspected on a Friday afternoon. All evaluations occur weekdays between 8:00 a.m. and 5:00 p.m. to accommodate the staff's regular work hours.</p>

Route Selection	A total of 184 routes were selected by CSA, including residential and commercial streets throughout the six Public Works Work Zones. Each work zone includes between 18 to 39 routes, with an average of 31 routes evaluated per work zone. Each route is generally evaluated twice, resulting in 366 total evaluations. 52% of the routes were commercial routes and 48% were residential. Appendix E provides a full list of evaluated routes.
Implementation and Analysis	CSA and Public Works trained JBR on the revised standards. Trainers reviewed the Streets and Sidewalks Maintenance Standards Manual, conducted a joint evaluation, and ensured consistency of scores between evaluators. All analysis is conducted by JBR in coordination with CSA staff. Regular audits of data entry and weekly team meetings ensure accuracy.
FY 2013-14 Evaluation Methodology Changes	From 2003 – 2012, graffiti incidents were aggregated into the total for the block and each route received a graffiti block average. In FY 2013-14, graffiti totals reported are based on averages per 100-ft segment. Each block approximately has two to three 100 ft segments. The average makes a simplifying assumption that all blocks and routes are the same length. That is, blocks (and routes) of differing lengths are given equal weight in the averages.
Quality Control	<p>Quality control evaluations help to ensure that the maintenance standards are applied consistently across all evaluations. The CSA program lead conducted two quality control evaluations in FY2013-14. CSA and JBR conducted separate evaluations at the same time on the same route; both teams compared results.</p> <p>No major findings were noted from quality control evaluations conducted on the two CSA evaluations during FY 2013-14. Findings from future quality control evaluations will be used by Public Works and CSA to revise and clarify the standards, ensure proper evaluation training, and clarify the evaluation methodology.</p>
Reporting Major Incidents	The FY2007-08 annual report recommended that CSA inspectors routinely report major incidents observed during evaluations to 311 ¹ , San Francisco's 24-hour customer service center, to improve the conditions of streets and sidewalks more directly and immediately. Major incidents may include excessive graffiti, illegal dumping, and an existing sidewalk condition such as a large crack, among others. In June of FY2008-09, this process was implemented. The Contractor did not place any calls to 311 during FY2013-14 evaluations.

¹ Information about San Francisco's 311 system is available at the following website: <http://www.sf311.org/>

APPENDIX B: EVALUATION STANDARDS DETAILED DESCRIPTION

Standard Number	Standard Name	Standard Description
Street Cleanliness		
1.1	Street Cleanliness	<p>Streets shall be free of litter and rated on a scale of 1.0 to 3.0. A final average rating less than 2.0 must be attained to meet the standard for the route. Each 100 linear curb feet ("segments") will be rated. Each block receives an average rating of the 100-foot segments, and all the blocks will be averaged for a final rating for the route.</p> <p>1.0 = Very clean - less than 5 pieces of litter per 100 curb feet examined</p> <p><2.0 = Acceptably clean (passing) - 5-15 pieces of litter per 100 curb feet examined</p> <p>3.0 = Very Dirty - over 15 pieces of litter per 100 curb feet examined</p> <p>Litter Definition: Examples of litter include tissue paper, food wrappings, cups, plastic bags, newspapers, needles, feces, furniture, cars and abandoned appliances. Excludes cigarette butts.</p>
Sidewalk Cleanliness		
2.1	Sidewalks - Litter	<p>Sidewalks shall be free of litter and debris, and will be rated on a scale of 1.0 to 3.0. A final rating under 2.0 must be attained to meet the standard. Each 100 linear curb feet ("segments") will be rated. Each block receives an average rating of the 100-foot segments, and all blocks will be averaged for a final rating for the route.</p> <p>1.0 = Very clean - less than 5 pieces of litter per 100 curb feet examined. Evaluator notes if standard not met due to cigarette butts. Evaluator notes if segment adjacent to sidewalk is a City building or facility.</p> <p><2.0 = Acceptably clean - 5-15 pieces of litter per 100 curb feet examined.</p> <p>3.0 = Very dirty - over 15 pieces of litter per 100 curb feet examined.</p> <p>Litter definition: Examples of litter include tissue paper, food wrappings, cups, plastic bags, newspapers, cigarette butts, and loose gum.</p>
2.2	Sidewalks - Grime, Leaks, Spills	<p>90% of sidewalks immediately adjacent to the street in the observed are free of grime, leaks, and spills. Each 100 linear curb feet ("segments") will be rated by a % meeting the standard. Each block receives an average rating of the 100-foot segments, and all blocks will be averaged for a final rating for the route.</p> <p>Definition: Grime, leaks, and spills include any removable material resulting in a difference in pavement surface color. Includes paint, dried liquids, dirt, garbage</p>

		leaks, or other substances resulting in wet, slippery, or sticky conditions. Does not include graffiti (see standard 2.3), painted markers for utility use, nor intentional painting of the sidewalk surface. Does not include differences in cement color.
2.3	Grffiti	This standard was moved to 3.4 Grffiti.
2.4	Illegal Dumping	100% of sidewalks are free of illegally dumped items (furniture, appliances, car parts, etc.), except items labeled for SF Public Works Bulk Item Collection ("BIC").
2.5.1	Feces, Needles, Condoms	100% of sidewalks are free from feces, needles, or open/ used condoms.
2.5.2	Broken Glass	100% of sidewalks are free from broken glass.
2.6	SF Public Works Odors	100% of block is free of strong offensive odors from SF Public Works sources. Offensive odors include, sewage, odor from catch basins, human excrement related odors (feces and urine), and other significant unpleasant odors. Check box on evaluation worksheet indicates presence of human-related odors from feces or urine. SF Public Works sources include city dumpsters, sidewalks, street surfaces, bus stops, and specific catch basins.
2.7	Non-SF Public Works Odors	100% of block is free of strong offensive odors from non-SF Public Works sources, including private trash cans and SFPUC catch basins.
Grffiti		
3.1 and 3.2	Grffiti - Public Property	100% of the streets and sidewalks, public structures and public buildings visible from and immediately adjacent to the street are free of graffiti. Count the # of incidents of graffiti. The total number of incidents will be aggregated into the total for the block and the route. Blocks included in sample can be averaged for a block average Grffiti includes stickers, paint, and pen markings, but not etchings. Street graffiti does not include painted street utility markings. SF Public Works property included street surfaces and trash receptacles. Non-SF Public Works public property includes all other public agency structures, including street posts, lamps, mailboxes, meters, signal boxes, etc.
3.3	Grffiti - Private Property	100% of private sidewalks, structures, and buildings visible from and immediately adjacent to the street are free of graffiti. The total number of incidents will be aggregated into the total for the block and the route. Blocks included in sample can be averaged for a block average.
3.4	Grffiti - Sidewalks	100% of sidewalks are free from graffiti (paint, pen markings, stickers). Does not include painted utility markings or chalk.

Trash Receptacles		
4.1	Fullness	Trash receptacle is not overflowing (over the top of the receptacle).
4.2	Cleanliness of trash receptacle	Trash receptacle is clean. Note: If graffiti is found, incidents noted in Standard 3.1
4.3	Cleanliness around trash receptacles	Immediate area surrounding the trash receptacle is free of litter, debris, illegal dumping, spills, or leakage. 5 pieces of litter or more is unacceptable. Notes: Examples of litter include tissue paper, food wrappings, cups, plastic bags, newspapers, cigarette butts, furniture, car parts and abandoned appliances Examples of debris include limbs and rocks.
4.4	Painting	Receptacle has uniform coat of paint and is not peeling on 90% of the surface, where applicable.
4.5	Structure Integrity & function	Trash receptacle is free of large cracks or damage that effect its use.
4.6	Doors	Doors on trash receptacles are closed and secured.
Trees and Landscaping		
5.1	Cleanliness	Trees, tree wells, and planters shall be free of litter and debris. No more than 3 total pieces of litter or debris can be visible per tree well and planter observed, and 90% of tree wells/ planters must comply to meet standard. Trees, tree wells, and tree planters in each 100 linear curb feet ("segments") will be rated. Litter definition: Examples of litter include cigarette butts, gum, tissue paper, food wrappings, cups, plastic bags, newspapers, needles, feces. Examples of debris include limbs. Leaves are excluded. The standard is not met if feces, needles, broken glass, or condoms are present in the tree well/ planter.
5.2	Tree Appearance	All trees are alive, and 90% of trees have no hanging limbs and are free of damage. Trees in each 100 linear curb feet ("segments") will be rated. Note: The standard is not met if any tree is dead. A tree stump or empty tree well counts as a dead tree.
5.3	Weeds	90% or more of all tree wells and planters are free of weeds and vines.
5.4	Clearance	Limbs and foliage are maintained with an 8-foot vertical clearance for pedestrians over the sidewalk and 14-foot vertical clearance over the street. Note: Exceptions are made for newly planted street trees that are too small to meet clearance requirements yet do not impede pedestrian or vehicular traffic.

APPENDIX C: SAMPLE EVALUATION FORM

Streets and Sidewalks Cleanliness Standards Evaluation - Worksheet
Block summary worksheet

Block # 1

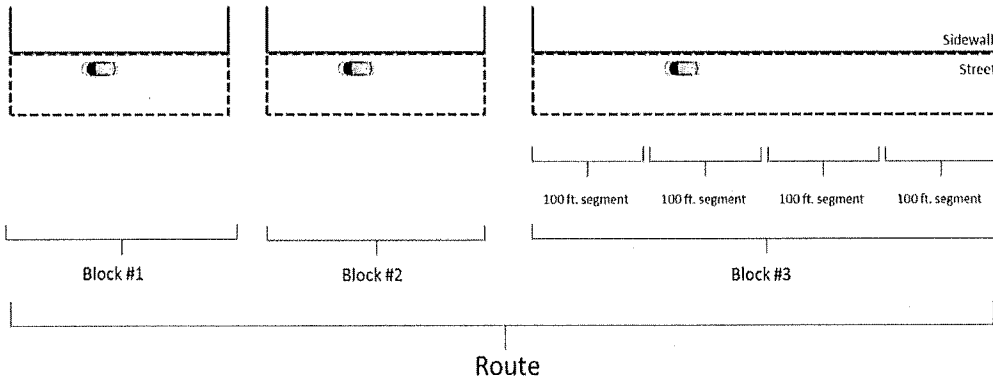
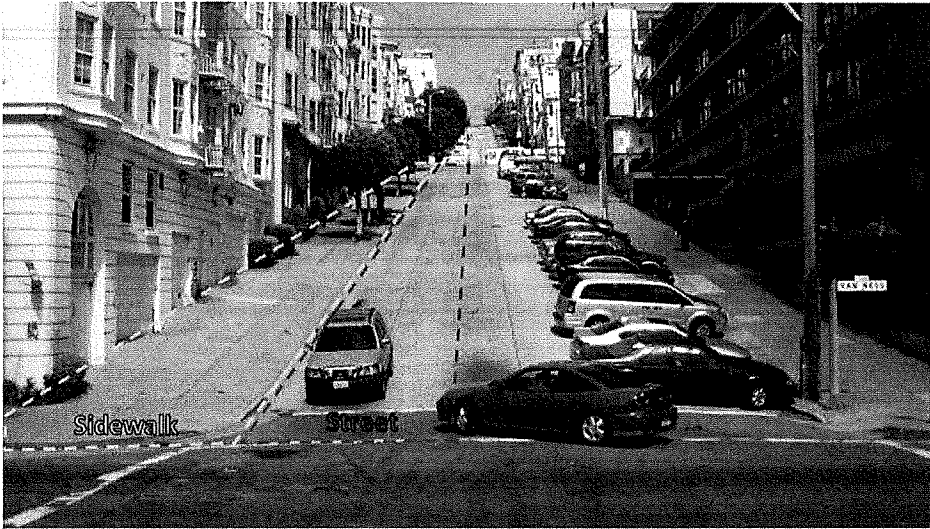
Name of Evaluator: Melvin (Enter start and end time on route summary page)
 Date of Evaluation: 11-2-13
 Street: 31st
 Street Sweeping Details (as posted on route):
 Sweeping Day(s): _____ (Enter the side of the street) left side
 Sweeping Time(s): _____
 X-Streets: Clement
Geary

Criteria/feature	100-foot Segments							Sum/ # for Block	# Segments for Block	Block Avg	Comments
	1	2	3	4	5	6	7				
Instructions: Most parking meters are approximately 20 feet apart; 5 parking meters = one 100 curb feet "segment."											
Please check if City business or facilities comprise more than 80% of any segment.											
1.0 Street Cleanliness											
Count the amount of litter and score each segment (100 curb feet) 1.0, 2.0, or 3.0.											
1.1 Score (1.0, 2.0, or 3.0 score)	1	1	2	2							<input checked="" type="checkbox"/> Cigarette Butts*
2.0 Sidewalk Cleanliness											
Please note primary sources of litter, stains, etc.*											
2.1 Litter (1.0, 2.0, or 3.0 score)	1	1	1	2				0	0		<input checked="" type="checkbox"/> Cigarette butts** <input type="checkbox"/> Bus Stop <u>Peeces on sidewalk</u>
2.2 Grime, Leaks, Spills (% of sidewalk w/out)	100%	100%	100%	100%				-	-	-	
2.3 Graffiti (# on sidewalk) (moved to 3.4)								-	-	-	
2.4 Illegal Dumping (Y/N, where Y=none)	N	Y	Y	Y				0	0	Y	
2.5.1 Feces, Needles, Condoms (Y/N, where Y=none)	N	Y	Y	Y				-	-	-	
2.5.2 Broken Glass (Y/N, where Y=none)	Y	Y	Y	Y				0	0	Y	
2.6 Odors (DPW)								-	-	-	<input type="checkbox"/> Human body waste related
2.7 Odors (non-DPW)	0	0	0	0				-	-	-	<input type="checkbox"/> Catch basin <input type="checkbox"/> Sewage
3.0 Graffiti											
Count the total # of incidents of graffiti for each category.											
3.1 Public (DPW)	0	0	0	0				-	-	-	
3.2 Public (non-DPW)				2				-	-	-	
3.3 Private (Please indicate nearest address on attached work sheet)				0				-	-	-	
3.4 Sidewalk (# on sidewalk, previously 2.3)	0	0	0	0				-	-	-	
4.0 Trash Receptacles											
Use Tally Sheet, if necessary. Total #:											
For each segment, note # of receptacles meeting standard, and total # of receptacles.											
Please note primary sources for litter, etc.											
4.1 Fullness	0	0	0	0				0			
4.2 Cleanliness of trash receptacles	0	0	0	0				0			
4.3 Cleanliness around trash receptacles	0	0	0	0				0			
4.4 Painting	0	0	0	0				0			
4.5 Structural integrity & function	0	0	0	0				0			
4.6 Doors	0	0	0	0				0			
5.0 Trees and Landscaping											
Use Tally Sheet, if necessary. Total #:											
For each segment, note # of trees that meet standard and total # of trees.											
Please note primary sources of litter, etc.*											
5.1 Cleanliness	PPP	PPP	3P	4P				0			<input type="checkbox"/> Cigarette butts** <u>4th tree seg 2 weeds/leaves FAIL.</u> <u>3rd seg 3rd tree weeds/leaves FAIL</u>
5.2 Tree Appearance	PPP	PPP	3P	4P				0			
5.3 Weediness	PPP	6-10P	7-3P	9P				0			
5.4 Clearance	PPP	6P	3P	9P				0			<u>4th seg empty well</u>

* Please note presence of cigarette butts, but do not include cigarette butts as part of Street Cleanliness Standard. Note specific conditions that adversely affect rating, e.g. presence of restaurant or bar.
 ** Please note if standard is not met due to cigarette butts. Note specific conditions that adversely affect rating, e.g. presence of restaurant or bar. If illegal dumping, please note presence of BIC sticker.

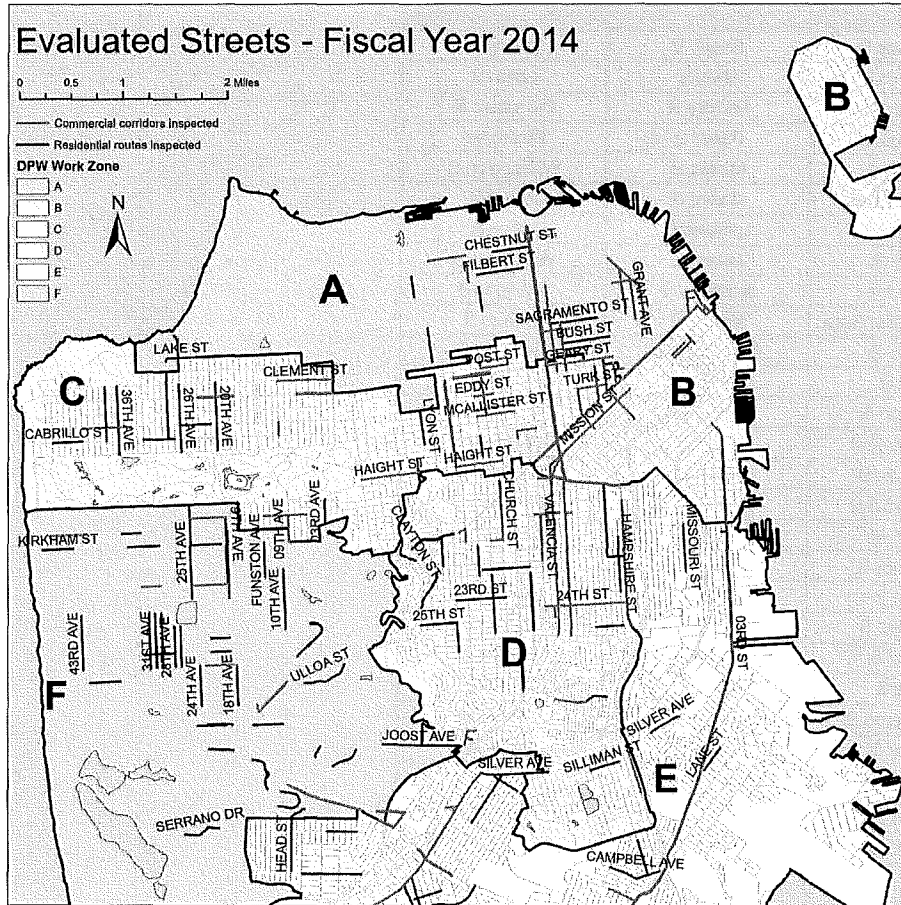
APPENDIX D: Evaluation Route Diagram

An evaluation route is generally made up of 5 contiguous city blocks. Each block is broken down into 100-foot segments for evaluation purposes. One side of the street and sidewalk (from the sidewalk edge to the median of the street) is evaluated for each route, with Standard 1.0 Street Cleanliness evaluated on the street (roadway), Standard 3.0 Graffiti evaluated on both the street and sidewalk, and Standards 2.0 Sidewalk Cleanliness, 4.0 Trash Receptacles, and 5.0 Trees/Landscaping evaluated on the sidewalk.



APPENDIX E: SF Public Works Work Zone Map

The map below outlines each of the six SF Public Works Work Zones with the specific commercial and residential routes evaluated in FY14.



APPENDIX F: EVALUATION ROUTES

Public Works Work Zone	Type	Corridor	Begin Street	End Street
A	Commercial	Broadway St	Powell St	Kearny St
A	Commercial	California St	Hyde St	Larkin St
A	Commercial	Chestnut St	Fillmore St	Divisadero St
A	Commercial	Columbus Ave	Powell St	Pacific Ave
A	Commercial	Drumm St	Market St	Washington St
A	Commercial	Elis St, Mason St	Market St	Powell St
A	Commercial	Fillmore St	Lombard St	Union St
A	Commercial	Geary St	Mason St	Van Ness Ave
A	Commercial	Grant Ave	Broadway St	California St
A	Commercial	Justin Herman Plaza	Market St	Mission St
A	Commercial	Kearny St	Columbus Ave	California St
A	Commercial	Polk St	California St	Vallejo St
A	Commercial	Stockton St	Green St	Sacramento St
A	Commercial	Van Ness Ave	Broadway St	Greenwich St
A	Commercial	Van Ness Ave	Bush St	Broadway St
A	Commercial	Van Ness Ave	Greenwich St	North Point St
A	Residential	Baker St	Green St	Greenwich St
A	Residential	Broderick St	Bush St	Washington St
A	Residential	Bush St	Mason St	Larkin St
A	Residential	Chestnut St	Van Ness Ave	Laguna St
A	Residential	Filbert St	Franklin St	Webster St
A	Residential	Lake St	23 rd Ave	28 th Ave
A	Residential	Sacramento St	Taylor St	Polk St
A	Residential	Sutter St	Jones St	Larkin St
A	Residential	Webster St	Bromley Pl	Green St
B	Commercial	03rd St	Ballpark	Mariposa St
B	Commercial	06th St	Market St	Folsom St
B	Commercial	07th St, 08th St, Market St	Market St	Mission St
B	Commercial	Fremont St	Mission St	Transbay Hump
B	Commercial	Jones St	Market St	O'Farrell St
B	Commercial	Larkin St	O'Farrell St	Sacramento St
B	Commercial	Market St	11th St	Valencia St
B	Commercial	Market St	3rd St	6th St
B	Commercial	Market St	Steuart St	Spear St

Public Works Work Zone	Type	Corridor	Begin Street	End Street
B	Commercial	Minna St	2nd St	Fremont St
B	Commercial	Mission St	5th St	11th St
B	Commercial	Mission St, Otis St	10th St	Otis/ 13th St
B	Commercial	Natoma St	2nd St	Fremont St
B	Commercial	Folk St	California St	O'Farrell St
B	Commercial	South Van Ness Ave	18th St	Mission St
B	Commercial	Taylor St	Market St	O'Farrell St
B	Commercial	Turk St, Hyde St	Taylor St	Hyde St
C	Commercial	Balboa St	42 nd Ave	34 th Ave
C	Commercial	Cement St	5 th Ave	10 th Ave
C	Commercial	Cement St	Arguello Blvd	5 th Ave
C	Commercial	Divisadero St	Geary Blvd	McAllister St
C	Commercial	Divisadero St	Haight St	McAllister St
C	Commercial	Eddy St, Fillmore St	Fillmore St	Steiner St
C	Commercial	Eddy St, Fillmore St	Webster St	Fillmore St
C	Commercial	Geary Blvd	17 th Ave	2 rd Ave
C	Commercial	Geary Blvd	Arguello Blvd	7 th Ave
C	Commercial	Geary Blvd	Scott St	Webster St
C	Commercial	Golden Gate Ave	Steiner St	Laguna St
C	Commercial	Haight St	Sanyan St	Central Ave
C	Commercial	Haight St	Webster St	Divisadero St
C	Commercial	Hayes St, Laguna St	Laguna St	Gough St
C	Commercial	Irving St	6th Ave	Funston Ave
C	Commercial	Laguna St, Post St	Buchanan St	Webster St
C	Commercial	McAllister St	Steiner St	Laguna St
C	Commercial	O'Farrell St	Fillmore St	Steiner St
C	Commercial	South Van Ness Ave, Van Ness Ave	Mission St	Golden Gate Ave
C	Commercial	Sutter St, Fillmore St	Laguna St	Fillmore St
C	Commercial	Van Ness Ave	Golden Gate Ave	Bush St
C	Residential	03rd Ave	Lincoln Way	Parnassus Ave
C	Residential	20th Ave	California St	Cabrillo St
C	Residential	26th Ave	Cement St	Fulton St
C	Residential	26th Ave	Seadiff Ave	California St
C	Residential	28th Ave	California St	Cabrillo St
C	Residential	36th Ave	Cement St	Fulton St
C	Residential	38th Ave	Cement St	Cabrillo St
C	Residential	Balboa St	21 st Ave	26 th Ave

Public Works Work Zone	Type	Corridor	Begin Street	End Street
C	Residential	Cabrillo St	27 th Ave	32nd Ave
C	Residential	Cabrillo St	42 nd Ave	47 th Ave
C	Residential	Central Ave	Buena Vista Ave West	Oak St
C	Residential	Cornwall St	Arguello Blvd	4 th Ave
C	Residential	Judah St	10th Ave	15th Ave
C	Residential	Lyon St	Hayes St	Turk St
C	Residential	Steiner St	Page St	Hayes St
D	Commercial	13th St, Division St, Duboce Ave	Valencia St	Potrero Ave
D	Commercial	16th St, Hoff St	Capp St	Mission St
D	Commercial	16th St, Valencia St	Valencia St	Folsom St
D	Commercial	18th St, Church St	Duboce Ave	18th St
D	Commercial	24th St	Folsom St	Valencia St
D	Commercial	24th St	Potrero Ave	Folsom St
D	Commercial	24th St, Osage Aly	Capp St	Lilac St
D	Commercial	Castro St	Market St	18th St
D	Commercial	Cortland Ave	Folsom St	Bocanna St
D	Commercial	Mission St	18th St	13th St
D	Commercial	Mission St	18th St	22nd St
D	Commercial	Mission St	22nd St	Cesar Chavez St
D	Commercial	San Bruno Ave	Silver Ave	Wayland St
D	Commercial	South Van Ness Ave	22nd St	18th St
D	Commercial	South Van Ness Ave	Cesar Chavez St	22nd St
D	Commercial	Valencia St	16th St	20th St
D	Residential	23rd St	Church St	Diamond St
D	Residential	25th St	Diamond St	Grand View Ave
D	Residential	25th St	Diamond St	Grand View Ave
D	Residential	26th St	Hampshire St	Harrison St
D	Residential	Clayton St	17th St	Market St
D	Residential	Cortland Ave	Folsom St	Bradford St
D	Residential	Diamond St	25th St	Duncan St
D	Residential	Dolores St	27th St	San Jose Ave
D	Residential	Douglass St	Market St	20th St
D	Residential	Grand View Ave	Romain St	Elizabeth St
D	Residential	Guerrero St	21st St	26th St
D	Residential	Hampshire St	18th St	23rd St
D	Residential	Liberty St	Guerrero St	Rayburn St
D	Residential	Market St	Diamond St	18th St

Public Works Work Zone	Type	Corridor	Begin Street	End Street
D	Residential	Noe St	Hancock St	21st St
D	Residential	Sanchez St	21st St	26th St
D	Residential	Silliman St	Brussels St	Bowdoin St
E	Commercial	03rd St	23rd St	Galvez Ave
E	Commercial	03rd St	Galvez Ave	Oakdale Ave
E	Commercial	03rd St	Mariposa St	23rd St
E	Commercial	03rd St	Oakdale Ave	Williams Ave
E	Commercial	03rd St	Williams Ave	Key Ave
E	Commercial	03rd St, Bay Shore Blvd	Key/San Bruno Ave	Sunnydale Ave
E	Commercial	Geneva Ave, Naples St	Alemany Blvd	Naples St
E	Commercial	Leland Ave	Bayshore Blvd	Cora St
E	Commercial	Mission St	Foote Ave	Lawrence Ave
E	Commercial	Mission St	France Ave	Rolph St
E	Commercial	Mission St	Rolph St	Foote Ave
E	Commercial	Mission St	Silver Ave	Harrington St
E	Commercial	Mission St, Ocean Ave, Persia Ave	Harrington St	France Ave
E	Commercial	Ocean Ave	Phelan Ave	Capitol Ave
E	Commercial	Potrero Ave	15th St	20th St
E	Commercial	Potrero Ave	20th St	Cesar Chavez St
E	Residential	Brunswick St	Newton St	Florentine St
E	Residential	Campbell Ave	San Bruno Ave	Delta St
E	Residential	Concord St	Mission St	Hanover St
E	Residential	Farallones St	San Jose Ave	Orizaba Ave
E	Residential	Goettingen St	Ordway St	Campbell Ave
E	Residential	Grafton Ave	Harold Ave	Miramar Ave
E	Residential	Guttenberg St	Mission St	Hanover St
E	Residential	Head St	Randolph St	Ashton Ave
E	Residential	Holloway Ave	Bright St	Monticello St
E	Residential	Lane St	Palou Ave	Underwood Ave
E	Residential	Madrid St	Silver Ave	Persia Ave
E	Residential	Missouri St	Mariposa St	22nd St
E	Residential	Peru Ave	Libson St	Athens St
E	Residential	Prague St	Geneva St	Pope St
E	Residential	Silver Ave	Mission Ave	Cambridge St
E	Residential	Silver Ave	Mission St	Cambridge St
E	Residential	Silver Ave	Santa Fe Ave	Quint St

Public Works Work Zone	Type	Corridor	Begin Street	End Street
F	Commercial	Bosworth St, Chenery St, Diamond St	I-280 S On Ramp	Diamond St
F	Commercial	Geneva Ave, Ocean Ave, San Jose Ave	Louisburg St	I-280 S Off Ramp
F	Commercial	Irving St	19th Ave	25th Ave
F	Commercial	Judah St	42nd Ave	48th Ave
F	Commercial	Noriega St	19th Ave	25th Ave
F	Commercial	Noriega St	30th Ave	33rd Ave
F	Commercial	Ocean Ave	Capitol Ave	Manor Dr
F	Commercial	Taraval St	18th Ave	23rd Ave
F	Commercial	West Portal Ave	Ulloa St	15th Ave
F	Residential	10th Ave	Lawton St	Quintara St
F	Residential	10th Ave	Moraga St	Mendoza Ave
F	Residential	18th Ave	Taraval St	Wawona St
F	Residential	19th Ave	Irving St	Noriega St
F	Residential	24th Ave	Taraval St	Wawona St
F	Residential	25th Ave	Lawton St	Ortega St
F	Residential	25th Ave	Lincoln Way	Lawton St
F	Residential	27th Ave	Quintara St	Taraval St
F	Residential	28th Ave	Quintara St	Taraval St
F	Residential	30th Ave	Pacheco St	Taraval St
F	Residential	31st Ave	Pacheco St	Taraval St
F	Residential	32nd Ave	Pacheco St	Taraval St
F	Residential	43rd Ave	Pacheco St	Taraval St
F	Residential	Eucalyptus Dr	19th Ave	23rd Ave
F	Residential	Funston Ave	Kirkham St	Noriega St
F	Residential	Joost Ave	Lippard Ave	Forester St
F	Residential	Judah St	33rd Ave	36th Ave
F	Residential	Kirkham St	20th Ave	25th Ave
F	Residential	Kirkham St	30th Ave	35th Ave
F	Residential	Kirkham St	44th Ave	Great Hwy
F	Residential	Magellan Ave	Castenada Ave	Montalvo Ave
F	Residential	Moncada Way	Urbano Dr	Junipero Serra Blvd
F	Residential	Montecito Ave	Monterey Blvd	Eastwood Dr
F	Residential	Rivera St	19th Ave	22nd Ave
F	Residential	Saint Francis Blvd	Junipero Serra Blvd	Santa Clara Ave
F	Residential	Santiago St	19th Ave	22nd Ave
F	Residential	Santiago St	28th Ave	33rd Ave

Public Works Work Zone	Type	Corridor	Begin Street	End Street
F	Residential	Serrano Dr	Cardenas Ave	Arballo Dr
F	Residential	Soat Blvd	20th Ave	25th Ave
F	Residential	Ulloa St	37th Ave	42nd Ave
F	Residential	Ulloa St	Laguna Honda Blvd	Dorchester Way
F	Residential	Urbano Dr	Corona St	Corona Court

APPENDIX G: SF Public Works Maintenance Responsibilities

Not all evaluated elements are the responsibility of the Department of Public Works to maintain. In general, SF Public Works' maintenance responsibilities are "curb-to-curb," while sidewalk maintenance is the responsibility of private property owners.

	SF Public Works responsible	Private property owners responsible	Other public agencies responsible
STREETS	Litter and maintenance issues are SF Public Works' responsibility "curb to curb." SF Public Works performs street sweeping operations to keep street surfaces clean and repairs potholes and other damage to road surfaces.	--	--
SIDEWALKS	Responsible for curb ramps and odors emanating from SF Public Works-maintained assets.	City sidewalks are private property and the responsibility of fronting property owners. Illegal sidewalk dumping is the responsibility of property owners. SF Public Works notifies property owners if repairs are needed; if property owners fail to make repairs, SF Public Works repairs sidewalks and bills owners.	Light poles, traffic signs, signal boxes, retaining walls, and other public property on the sidewalk are maintained by other public agencies (e.g., BART, MTA, or PUC).
GRAFFITI	Responsible for graffiti removal on trash receptacles and street surfaces.	Graffiti on sidewalk surfaces and other private property (e.g., newspaper stands) is the responsibility of the property owner. If SF Public Works finds this graffiti, they will send a notice to the property owner, who must clean the graffiti or face blight penalties.	If SF Public Works finds graffiti on non-SF Public Works public property, they remove the graffiti and bill the appropriate city agency.
TRASH RECEPTACLES	SF Public Works owns the city's trash receptacles. Some are cleaned and maintained directly by SF Public Works, while others are maintained by an independent contractor (Recology).	Private trash bins are not evaluated.	--
TREES	SF Public Works currently maintains about one-third of the city's street trees. Most of those will be transferred to private property owners over the next seven years. SF Public Works will maintain responsibility for trees on medians and on public property. This evaluation treats all trees as SF Public Works property.	In general, private property owners are responsible for street trees. SF Public Works has set up a hotline at (415) 554-7336 to inquire about maintenance responsibility for a street tree.	--

APPENDIX H: SF PUBLIC WORKS MAINTENANCE PROGRAMS

SF Public Works manages a variety of programs to improve street and sidewalk cleanliness through maintenance, outreach, enforcement, and community partnerships.

Adopt-A-Street Program	The Adopt-A-Street Program is a partnership between the City and its merchants and residents. Groups or individuals agree to adopt an area and take responsibility for keeping the street, sidewalk, and storm drain clean. In return, Public Works provides free street cleaning supplies, and litter and compostable leaf bag pickup. The program aims to strengthen community ties as well as create a cleaner, more pleasant environment.
Alleyway Pilot Program	Since 2013, the Public Works Alleyway Program has sent two special Alleyway Crews, escorted by police officers, to hot spot streets around the City. This pilot program selected streets in Zones B and D with a high volume of 311 requests for cleaning of accumulated trash, needles, and human waste.
Community Clean Team	Public Works' primary volunteer program, Community Clean Team brings together nearly 1800 volunteers annually from multiple city departments, local businesses, and schools to clean merchant corridors, schools, open spaces, and parks. Last year, the program cleaned 36,000 square feet of graffiti and collected 76 tons of garbage, 110 tons of recyclables, and 17 tons of organic waste.
Corridors Program	The Community Corridors Partnership Program began in 2006 to address cleaning and greening needs along San Francisco's busiest commercial corridors. As part of the Corridors Program, local residents are hired and trained through the Public Works Workforce Development Program. These Ambassadors help preserve cleaning services along 700 blocks of San Francisco's busiest commercial corridors by helping sweep sidewalks, remove graffiti, identify and report deficiencies, and landscape public spaces and tree basins.
Giant Sweep	A citywide anti-litter campaign in partnership with the San Francisco Giants, Giant Sweep uses volunteer activities and public education to bolster civic pride and keep San Francisco beautiful. Since its debut in February 2013, Giant Sweep has logged over 70,000 volunteer hours and gathered over 35,000 pledges to keep San Francisco's streets, parks, and buses free of litter and graffiti. Activities include neighborhood cleanups, tabling at community fairs and Giants games, and advertising on billboards, bus shelters and television.

Outreach and Enforcement

Public Works' Outreach and Enforcement Team is responsible for both educating the public about their rights and responsibilities regarding street and sidewalk cleanliness and enforcing City codes to meet sanitation standards. Assigned to geographic zones, team members attend community meetings, investigate complaints, enforce city codes through foot inspections and citations, and resolve issues of public concern. The team also supports other Public Works programs.

Street Parks

Street Parks is a partnership between Public Works, the San Francisco Parks Alliance and the residents of San Francisco to develop community managed gardens on public rights of way. The Street Parks program transforms vacant lots into gardens, trash and illegal dumping spots into greenery, and hillsides into parks. Since the program's inception in 2004, 120 street parks have been established.

APPENDIX I: STATUS OF PREVIOUS RECOMMENDATIONS

The chart below lists recommendations from the FY10 Annual Report and actions taken towards implementing them.

FY10 Recommendations	Actions Taken Towards Implementation
1. Revise and clarify inspections standards and methodology	
a. Conduct Street and Sidewalk Perception Study	The Street and Sidewalk Perception Study was published in May 2011. The study informed changes to the standards, notably the addition of two standards to evaluate sidewalk odor.
b. Clarify ambiguous standard descriptions	Sidewalk graffiti standard was consolidated in the graffiti standard group.
c. Revise route sampling and midpoint methodologies	A new set of routes were chosen for inspection in the next three year contracted evaluation cycle, with equal numbers of residential and commercial streets. The evaluation schedule was revised, so that evaluations are now conducted at the midpoint of a street sweeping schedule. Details can be found in Appendix F.
2. Combine various sources of data to understand what is driving positive changes	<p>Public Works uses various data sources and venues to inform management decisions:</p> <ul style="list-style-type: none"> • Monthly citation reports discussed with zone supervisors • Monthly meetings on 311 response times • Service prioritization from Department of Environment Litter Audits • Tonnage report tracking used to adapt levels of service • Weekly input meetings from Public Works street cleaning crews

From: Reports, Controller (CON) [controller.reports@sfgov.org]
Sent: Tuesday, November 18, 2014 12:21 PM
To: BOS-Supervisors; Howard, Kate (MYR); sfdocs@sfpl.info; CON-EVERYONE; CON-CCSF Dept Heads; CON-Finance Officers; Rhorer, Trent (HSA); Simmons, Noelle (HSA); Crum, Joyce (HSA); Walton, Scott (HSA); Ward, Cindy (HSA); Duffy, Bevan (MYR); Antonetty, Margot (DPH); Martinez, Maria (DPH); Bonaguro, Joy (MYR); Simi, Chris (MYR); Lally, Jason (TIS); Pereira Tully, Marisa (MYR); Dodge, Sam
Subject: Issued: Moving Beyond Stability: Service Utilization and Client Trajectories in San Francisco's Permanent Supportive Housing

At the request of the San Francisco Human Services Agency (HSA), the Controller's Office City Services Auditor (CSA) conducted a review of service utilization and client trajectories within HSA's permanent supportive housing programs. HSA administers more than 3,800 units of permanent supportive housing for previously homeless individuals and families at a total General Fund cost exceeding \$35 million in FY12-13. The aim of the research was to identify the types of services clients in supportive housing sites utilize, the degree of utilization, how clients' needs may change over time while housed, and whether the services are supporting client transitions to other forms of stable housing.

CSA analyzed administrative data for all clients placed in supportive housing by HSA, surveyed more than 500 clients, interviewed 12 case managers, and examined case files for 85 clients who exited supportive housing during FY13-14. The review included buildings housing adults and those housing families only or a mix of families and single adults.

Recommendations relate to service provision strategies and addressing certain service gaps; enhancing service quality and effectiveness through additional guidance to providers; program administration, including improved data gathering processes; and broadened program goals to prioritize both stability of clients and greater self-sufficiency.

To view the report, please visit our website at: <http://openbook.sfgov.org/webreports/details3.aspx?id=1853>
To view the appendices, please visit our website at:
<http://openbook.sfgov.org/webreports/details3.aspx?id=1854>

This is a send-only e-mail address.

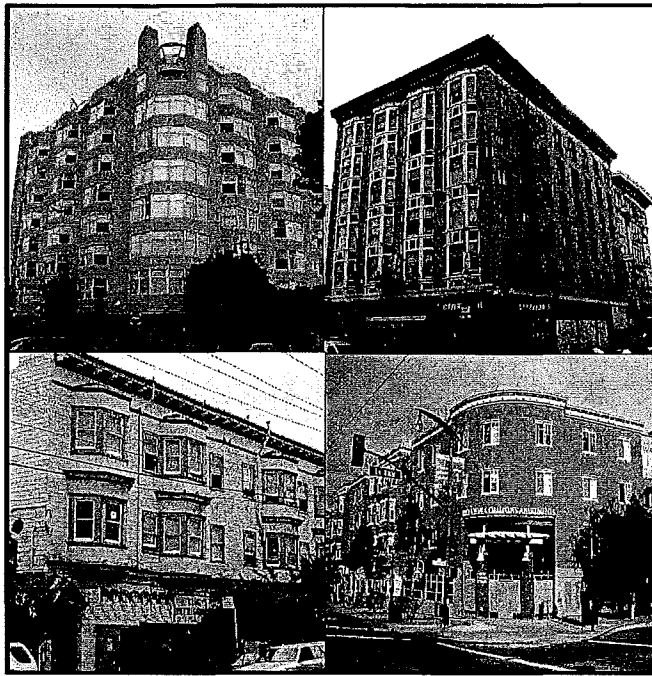
For questions about the memorandum, please contact Kyle Patterson, Project Manager, at 415-554-5258 or kyle.patterson@sfgov.org.

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MOVING BEYOND STABILITY

SERVICE UTILIZATION AND CLIENT TRAJECTORIES IN SAN FRANCISCO'S
PERMANENT SUPPORTIVE HOUSING

CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER
CITY SERVICES AUDITOR (CSA)



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November 18, 2014

**CONTROLLER'S OFFICE
CITY SERVICES AUDITOR**

The City Services Auditor was created within the Controller's Office through an amendment to the City Charter that was approved by voters in November 2003. Under Appendix F to the City Charter, the City Services Auditor has broad authority for:

- Reporting on the level and effectiveness of San Francisco's public services and benchmarking the city to other public agencies and jurisdictions.
- Conducting financial and performance audits of city departments, contractors, and functions to assess efficiency and effectiveness of processes and services.
- Operating a whistleblower hotline and website and investigating reports of waste, fraud, and abuse of city resources.
- Ensuring the financial integrity and improving the overall performance and efficiency of city government.

EXECUTIVE SUMMARY

Overview

The Human Services Agency (HSA) administers more than 3,800 units of permanent supportive housing for previously homeless individuals and families at a total General Fund cost exceeding \$35 million in Fiscal Year 2012-2013 (FY12-13). HSA partnered with the Controller's Office City Services Auditor (Controller's Office) to identify the types of services clients in supportive housing sites utilize, the degree of utilization, how clients' needs may change over time while housed, and whether the services are supporting client transitions to other forms of stable housing.

For this report, the Controller's Office analyzed administrative data for all clients placed in supportive housing by HSA, surveyed more than 500 clients, interviewed 12 case managers, and examined case files for 85 clients who exited supportive housing during FY13-14. The review included buildings housing adults ("Adult") and those housing families or a mix of families and single adults ("Family/Mixed").

Findings

Supportive housing programs serve vulnerable populations requiring significant support. These programs are generally successful at stabilizing their clients and helping them to maintain their housing. However, HSA has not made self-sufficiency a priority in its program goals, and as such, certain gaps in linkage and services exist, leaving some clients unable or unwilling to transition to other forms of stable housing without support services attached. A lack of affordable options also plays a significant role in limiting these transitions.

Client Characteristics: Clients in HSA's Adult supportive housing sites are commonly male, African American or White, and between the ages of 45 and 64. Clients at Family/Mixed sites are more often female, African American and Latino, and ages 25 to 64.

Services Provided: Interviews and client surveys indicate that case managers engage with clients on a monthly basis, on average, though it is unclear whether interactions resulted in service delivery (e.g., a referral) or were more casual "check-ins." Client surveys indicate that "building events," such as food pantry and social hour, and "Medi-Cal" are the most common services clients receive or are referred to.

Case file reviews of exited clients showed a slightly different picture. Based on this source, the level of case manager engagement was most often light or minimal, with contacts commonly relating to income or rent stabilization needs, and many contacts occurring in writing only (e.g., a letter or notice letter

on a client's door). Eviction proceedings may make it more difficult for a case manager to engage clients in services.

Service Gaps: Interviewed case managers highlighted the need for increased clinical support, with additional behavioral health and nursing services mentioned. Also, though all sites house older adults and seniors, their needs may not be adequately addressed. As one example, utilization of In-Home Supportive Services, at 9-12%, is lower than expected for this population.

Interviews and case file reviews indicate that case managers are less likely to offer services promoting self-sufficiency, such as education, employment and housing support, than crisis stabilization services. Some case managers noted that they spend much of their time managing client crises, with little to spare for more stable clients who may not actively reach out for support.

Public Benefit Utilization: Nearly a quarter of Adult clients receive income from County Adult Assistance Programs (CAAP), and over a quarter receive CalFresh benefits (food stamps). Of those Adults receiving CAAP, 45% (or nearly 300) receive Personally Assisted Employment Services benefits, meaning they have been identified as having employment potential by HSA. Family/Mixed clients have a significantly higher enrollment in Medi-Cal (47%) than Adult clients (15%), which is expected given that most Adult clients would not have been eligible prior to January 2014. Ten percent of Family/Mixed clients receive CalWORKs benefits, though this only accounts for adult recipients. When children under 18 are considered as well, 23% of all individuals at Family/Mixed sites are beneficiaries.

Health Care Utilization: Data from the Department of Public Health (DPH) indicates that supportive housing client utilization of urgent and emergency health services spiked immediately prior to being housed (e.g., during a period of homelessness) and declined during the years of housing. Client utilization and costs spiked again when a client exited housing.

Compared to homeless clients served by DPH in FY12-13, supportive housing clients are much less likely to use urgent and emergency services. Thirty six percent of housed HSA clients used urgent and emergency services while 67% of known homeless DPH clients used this type of health care.

Client Trajectories: Clients report positive experiences in supportive housing. Over two-thirds of surveyed clients report that support services are an important factor in their housing stability. The majority of respondents (72% of Adult respondents and 93% of Family/Mixed respondents) report that their life improved in at least one area during their stay in supportive housing.

While many clients may always need support services to stay housed, interviewed case managers suggest that at least 10% of clients have the potential to transition out of supportive housing. However, survey results indicate that the majority of clients do not plan to move in the next year: just 35% of Adult

respondents and 20% of Family/Mixed respondents are "definitely" or "considering" moving to other housing.

Case managers noted a lack of affordable options as a major barrier for clients seeking alternate housing, as well as a difficult application process for subsidized units. Surveyed clients reported a median monthly income of \$779 (Family/Mixed) to \$882 (Adult). Over half of clients receive Supplemental Security Income (SSI) - an income support for aged, blind and disabled individuals - and are thus unlikely to reenter the labor force. Given these factors, most clients will not be able to afford market rate housing.

Reasons for Client Exits, FY12-13

Reason for Exit	Adult (n=489)	Family/Mixed (n=33)
Evicted or Received Notice of Eviction	23%	12%
Moved to Other Housing (type unknown)	20%	0%
Other	17%	0%
Died	15%	9%
Moved in with Family or Friends	10%	6%
Moved for Unknown Reasons	8%	9%
Moved to Non-Subsidized Housing	5%	6%
Moved to Other Subsidized Housing	3%	58%

Length of Stay and Client Exits: Nearly half of clients at Adult sites (47%) and 60% of those at Family/Mixed sites have lived at their current building for more than 1 year.

During FY12-13, 489 Adult clients (13%) and 33 Family/Mixed clients (6%) exited housing. Administrative data identifies the majority of exits as "stable,"¹ but the case file reviews provide additional context, showing that the actual outcomes for many clients was unknown, and case managers may have limited engagement with exiting clients. Of 71 case files reviewed from Adult sites, 27 (38%) had no documented referrals in the year prior to exit, and 40 (58%) had no documented referrals in the 1st quarter of housing. At Family/Mixed sites, 29% received no referrals in the 1st quarter of housing.

¹ HSA defines a stable exit as one in which the client was not evicted and did not owe back rent.

Recommendations

The Controller's Office noted significant benefits of HSA's permanent supportive housing program. Housing retention is greater than 90% and is a testament to the work case managers do to support their clients. The recommendations offered in this report are intended to enhance this strong and established program through directional shifts, improved guidance and expectations, and further exploration of client needs. The Controller's Office also recommends HSA establish a working group of program staff and community providers to consider the implications of this report and create an implementation plan for the recommendations.

1.0 – Service Provision

1.1 Strategically Deploy Services. HSA should ensure that clients have the services they need at the time they need them by strategically deploying services throughout the supportive housing population. HSA should develop a system of roving services that can fill both clinical and self-sufficiency service gaps. For example, it may not be appropriate to conduct broad outreach about employment opportunities at every building, particularly as some buildings may house a majority of senior or disabled clients who are unable to work. Instead, roving teams can target services toward relevant populations, providing deeper levels of support than the on-site case manager may be capable of.

1.2 Address Self-Sufficiency Service Gaps. HSA should work with its providers to broadly assess the level of need among its clients in certain service areas (namely, education and employment, housing, seniors, and parenting) and explore ways to leverage existing resources to fill service gaps. Roving services, as recommended in 1.1 above, may be particularly effective. For example, a roving housing specialist could support clients capable of transitioning in learning about and applying for new housing opportunities.

1.3 Address Clinical Service Gaps. HSA should enhance the clinical support provided at its housing sites. Options may include expanding the use of the Behavioral Health Roving Team and insourcing roving nursing services. The Behavioral Health Roving Team has been successful at providing short-term clinical support to clients in crisis, but is only available for certain buildings. Roving nurses may be able to offer more preventative care to clients who experience difficulty navigating the health care system.

2.0 – Service Quality and Effectiveness

2.1 Strengthen Service Expectations. HSA should clarify and strengthen its expectations about service delivery, and in particular, regarding outreach to clients and eviction-related services. For example, case managers are required to conduct outreach at signs of instability, but such outreach often takes the form of written notices. This is insufficient. HSA should provide additional guidance about these expectations to all service providers to ensure clients receive the necessary support.

2.2 Strengthen Documentation Expectations. HSA should clarify and strengthen its expectations about documentation of services. In particular, HSA should explore requiring a referral log in client case files to track referrals and outcomes. Also, HSA should clarify how to document resistance to services. For example, HSA should clarify and enforce a standard wherein case notes indicate actions the case manager takes to engage the client, any resistance encountered, and how the case manager attempted to counter that resistance.

2.3 Conduct Program Effectiveness Audits. HSA currently audits case files to assess compliance with service delivery standards. HSA should expand its site reviews to assess client outcomes as documented in referral logs.

3.0 – Program Administration

3.1 Create a Housing System Database. HSA should establish a housing system database to track clients and program outcomes. An existing database might be expanded to serve this function. At a minimum, HSA should create more uniform data tracking standards among its providers, such

as complete social security numbers, dates of birth, etc. HSA should also standardize and expand the "exit reasons" it uses to track client stability. Though most exits qualify as "stable," the actual destination of many of those clients is unknown to the provider, and this detail is important to understanding programme outcomes.

3.2 Minimize CAAP Discontinuances. Clients who receive CAAP benefits must verify their income annually, with benefits discontinued if an individual fails to complete the necessary paperwork, even if that person is still eligible. HSA should take a proactive approach to minimizing CAAP discontinuances given how destabilizing such occurrences are for clients.

4.0 – Program Goals

4.1 Reframe Goals to Include Self-Sufficiency. HSA should consider changing the overarching goal of the housing program from stability alone to stability and self-sufficiency. It is important to point out that the definition of self-sufficiency may vary by client. It would be unrealistic to assume that all, or even most, clients will be able to completely transition out of public benefits. Many may require various types of long-term support, such as Medi-Cal, nutritional assistance, or temporary or permanent subsidies.

Despite this variation, HSA should make every effort to increase self-sufficiency to the degree possible for each client. Adding self-sufficiency to program goals potentially saves public funds by encouraging tenants who do not need support services to move to units without this extra cost. By encouraging these moves, supportive housing units can be made available for homeless residents needing housing and services. Additionally, building self-sufficiency improves client quality of life.

4.2 Explore Policies to Support a Full Spectrum of Housing Options. HSA, in partnership with other local agencies, such as the Mayor's Office of Housing and Community Development and the San Francisco Housing Authority, should explore policies and proposals to fill gaps in the current array of housing options. A functioning housing system is one with a diversity of options allowing each individual to be matched with the appropriate level of support s/he needs to achieve stability. Each individual's complex circumstances determine his or her placement on the spectrum of housing. San Francisco has several key gaps to be filled, including subsidized housing that would allow supportive housing clients with higher levels of self-sufficiency to live without on-site support services. Filling such gaps in the housing spectrum will require citywide and regional solutions.

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* Appendices posted separately. View online at: <http://openbook.sfgov.org/webreports/details3.aspx?id=1854>

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INTRODUCTION AND BACKGROUND

As the cost of market rate housing continues to rise in San Francisco, city government services provide a safety net for our most vulnerable residents. As an integral part of this safety net, the San Francisco Human Services Agency (HSA) provides permanent supportive housing to homeless residents of San Francisco.

HSA administers more than 3,800 units of permanent supportive housing¹ for previously homeless individuals and families at a total General Fund cost exceeding \$35 million in Fiscal Year 2012-2013 (FY12-13).

The number of units administered by HSA has increased dramatically in recent years, with 3,000 units of new housing brought online since the implementation of the city's 10-Year Plan to End Homelessness began in 2004. While HSA has been diligent in its efforts to secure new housing, little local data exists to illustrate the effectiveness of the support services offered at HSA sites.

Permanent Supportive Housing

Links homeless individuals and families with:

- A permanent home – tenants have a lease and all associated protections
- Rental subsidies – rents may be a fixed amount or a percentage of income
- On-site social services tailored to the needs of clients

To address this gap, HSA partnered with the Controller's Office City Services Auditor (Controller's Office) to conduct research about permanent supportive housing funded by HSA in San Francisco. The research aims to identify the types of services clients in supportive housing sites utilize, the degree of utilization, how clients' needs may change over time while housed, and whether the services are supporting clients to transition to other forms of stable housing.

SUPPORTIVE HOUSING IN SAN FRANCISCO

HSA has a broad portfolio of 52 permanent supportive housing sites with on-site services provided by nonprofit organizations. HSA administers these programs using a variety of funding models.²

- **Master Lease Program:** HSA leases Single Room Occupancy (SRO) buildings and contracts with nonprofits to provide property management and supportive services. Some buildings are funded through Care Not Cash, the 2004 initiative that transfers some of the city's cash assistance to homeless single adults to investments in supportive housing for this population.
- **Shelter+Care Program:** Shelter+Care is a federal program that provides rental assistance to chronically homeless single adults and families with disabilities related to severe mental health, substance abuse, and disabling HIV/AIDS. The city's General Fund pays for support services.
- **Local Operating Subsidy Program:** The Mayor's Office of Housing finances new developments that are owned by nonprofit organizations. HSA controls tenant referrals to each site and provides both an operating subsidy and funding for support services. The portfolio includes units for homeless single adults, families, seniors and veterans.
- **Services Only:** HSA funds supportive services at certain long-standing sites, but does not control referrals or placement at those sites.

¹ Includes locally and federally funded programs

² See Appendix A for a detailed list of the current housing portfolio.

Housing First

HSA employs the "Housing First" model in its programming. This policy emphasizes immediate placement of an individual in permanent housing coupled with the on-site support needed to stabilize that individual. The model understands that a homeless individual or family's first and primary need is housing. After housing has been obtained, factors that often contribute to homelessness, such as substance abuse and mental illness, can be addressed. Housing First differs from housing programs that require residents to be "housing ready," meaning participants in HSA's programs have clients varying levels of need. Core principles of Housing First include:

- On-site services, with continuous engagement and outreach by case managers
- Voluntary services, with no service participation requirements as a condition of housing
- Focus on skill building through tenancy, e.g., being a good tenant promotes skill development in financial management, conflict resolution, etc.
- Eviction as a last resort

HSA's Tier System

Beginning in FY14-15, HSA has adopted a Tier system for contracting with supportive housing providers. Buildings are categorized into tiers based on eligibility requirements. HSA funds higher levels of case management support at buildings where HSA places clients and those with eligibility requirements mandating they serve individuals with high needs (e.g., chronically homeless with a certified disability).³

For example, HSA funds Tier I sites to provide one case manager for every 75 clients at Adult sites, while Tier V sites (the highest tier) must provide one case manager for every 25 clients. In addition to increased support levels, service expectations and reporting requirements also increase through the tiers, with Tier V programs required to create service plans, provide navigation assistance to clients, perform regular outreach, and report on all of these activities in detail.

HSA has established a multi-year implementation period to allow providers time to adjust their service levels at each building to the established guidelines, with full implementation of the Tier system expected by the end of FY17-18.

METHODOLOGY

HSA requested the Controller's Office explore a variety of topics through this project to determine:

- The types of services offered, sought and utilized by supportive housing clients
- How client needs change over time: before, during and transitioning out of supportive housing
- The level of public benefit utilization by clients
- Whether clients are transitioning to other stable housing, and what factors contribute to these transitions

The Controller's Office developed a mixed-method research design to encompass the range of topic areas. To begin, the Controller's Office created a randomly-selected sample pool of buildings where more targeted

³ The Tier system was not in place at the time of this study, and so results could not be categorized by tier. However, the Tier system represents ongoing efforts by HSA to more clearly define service levels and expectations of providers

research activities could occur. The sample included 13 sites: nine sites housing adults only ("Adult") and four housing either families only or a mix of families and adults ("Family/Mixed").⁴

After developing the sample, the Controller's Office conducted its research in four parts (with the sample pool used in the first three):

1. Case Manager Interviews: interviews with 12 case managers, as well as a pre-interview survey to capture quantitative information (e.g., size of caseload, number of years in the field, etc.)
2. Client Surveys: paper surveys administered at 13 buildings, with over 500 respondents
3. Case File Reviews: examination of 85 case files of clients who exited the 13 sampled buildings between July 1, 2013 and April 30, 2014 (excluding deaths)
4. Benefits Data Analysis: analysis of administrative data related to supportive housing clients' utilization of public benefits (e.g. CalWORKs, Cal Fresh, etc.) and utilization of Department of Public Health services.

Each figure in this report indicates the source of the data, referenced in the following ways:

- Case Manager Interviews = "interviews"
- Client Surveys = "surveys"
- Case File Reviews = "case files"
- Benefits Data Analysis = "client data"

CLIENT CHARACTERISTICS

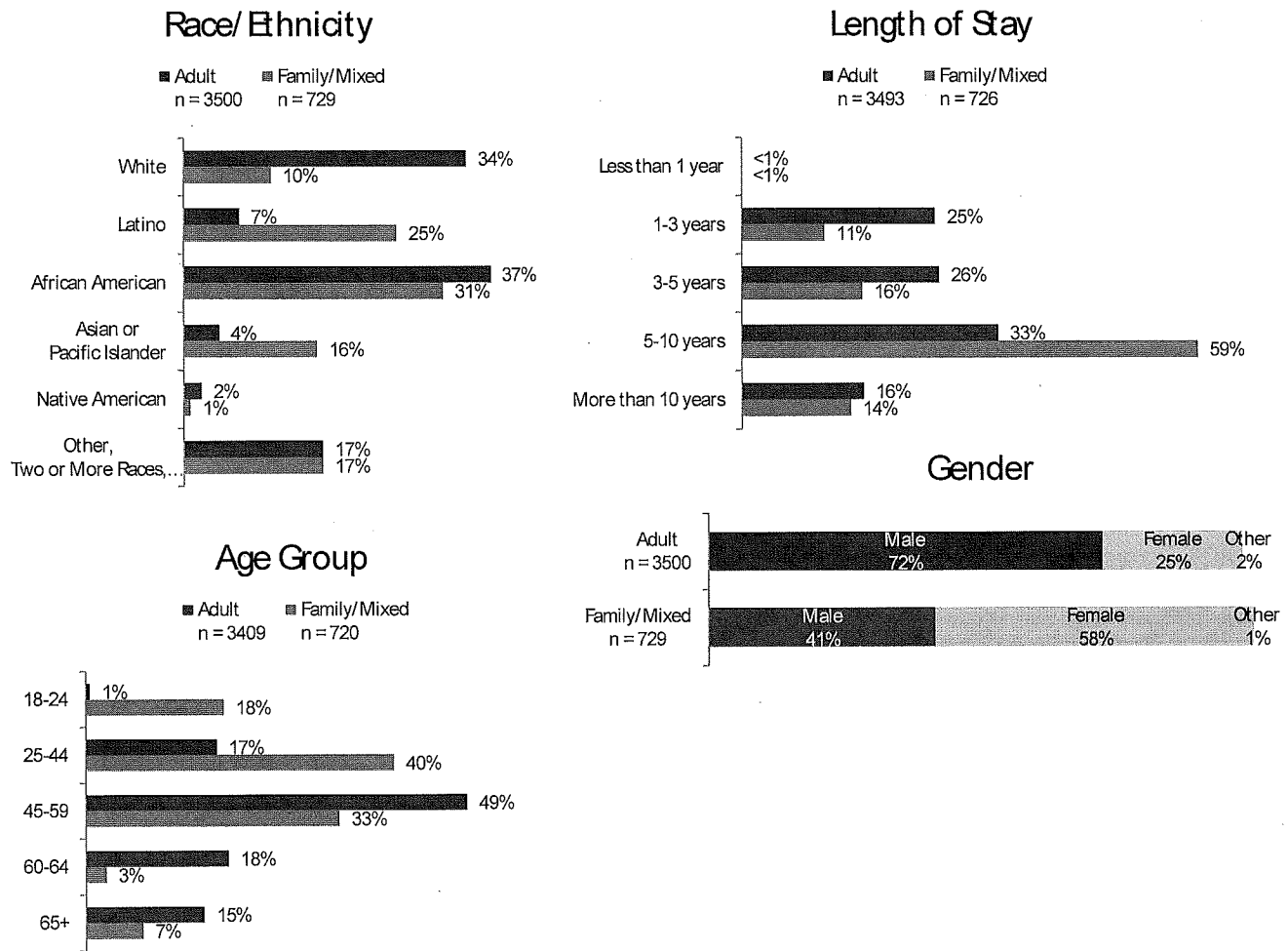
The Controller's Office received administrative data for 3,696 clients at Adult sites and 533 adult clients at Family/Mixed sites. Clients in HSA's Adult supportive housing sites are generally male, African American or White, and between the ages of 45 and 64. Clients at Family/Mixed sites are more often female, African American and Latino, and ages 25 to 64.

Nearly half of clients at Adult sites (47%) and 60% of those at Family/Mixed sites have lived at their current building for more than five years.⁵ During the snapshot year (FY12-13), 13% of clients at Adult sites vacated their unit, while just 7% of Family/Mixed site clients exited housing. HSA considered the majority of exits (77% of Adult exits and 88% of Family/Mixed exits) stable (i.e., not evicted, not owing rent). Just 3% of all Adult clients and less than 1% of all Family/Mixed clients were evicted during the year. Figure 1 provides additional detail about these client demographics and exit types.

⁴ Additional detail about the creation of a sample for this project, methodologies for each project phase, and detailed limitations for each phase has been included as Appendix B. Tools used in each phase, as well as full results from the phases are included in subsequent appendices.

⁵ Length of stay data reflects duration at the current building of residence. Buildings may have housed tenants before HSA began conducting placement for its permanent supportive housing programs. Other buildings may have been "rented up" with new HSA-placed clients. The average length of stay presented here encompasses both scenarios.

FIGURE 1: SUPPORTIVE HOUSING CLIENT CHARACTERISTICS (SOURCE: CLIENT DATA)



Matched administrative data shows that 21% of clients at Adult sites receive income from County Adult Assistance Programs (CAAP),⁶ while at Family/Mixed sites, 4% receive CAAP and 10% receive CalWORKs benefits.

HSA was unable to match administrative data to show federal benefits such as Supplemental Security Income (SSI) or private income from paid work. To address these limitations, the Controller's Office used the client survey to get a more detailed picture of income levels at housing sites. Survey respondents in Adult housing report a median monthly income of \$882, and respondents in Family/Mixed housing report a 9% lower median monthly income of \$779.⁷ At this income level, most supportive housing residents could not afford market rate housing in San Francisco.⁸

Figure 2 illustrates the range of income sources among clients based on the client survey, with SSI as the most common source of income cited by respondents (58%). To put the data in context, survey respondents reported a higher utilization of CAAP income than the general population (33% compared to the 21% seen in the administrative data for Adult sites). Given this over-sampling of CAAP recipients, it is possible the survey represents an under-sampling of SSI recipients.

The higher median income reported from respondents at Adult sites could be linked to the type of income most commonly received in each site. SSI benefits average approximately \$900 per month, while CAAP benefits can be as low as \$42 per month, but generally average approximately \$400 per month.

Respondents from Family/Mixed sites are much more likely to report having a paid job, with 23% indicating paid work as a source of income. Just 6% of Adult respondents listed a paid job as an income source. Some respondents may receive multiple types of income, such as paid work and CalWORKs. More respondents at Family/Mixed sites reported multiple sources of income, with 15% reporting two sources, and 2% reporting three sources. Nine percent of Adult respondents reported two income sources.

Though 13% of Adult site respondents indicated that they are a veteran, just 2% also indicated that they receive veteran's benefits as a source of income. At Family/Mixed sites, 5% of respondents reported veteran status, while 1% reported veteran's benefits. While there are reasons that a veteran may or may not receive financial benefits, this could be an area of increased outreach and linkage for service providers and HSA.

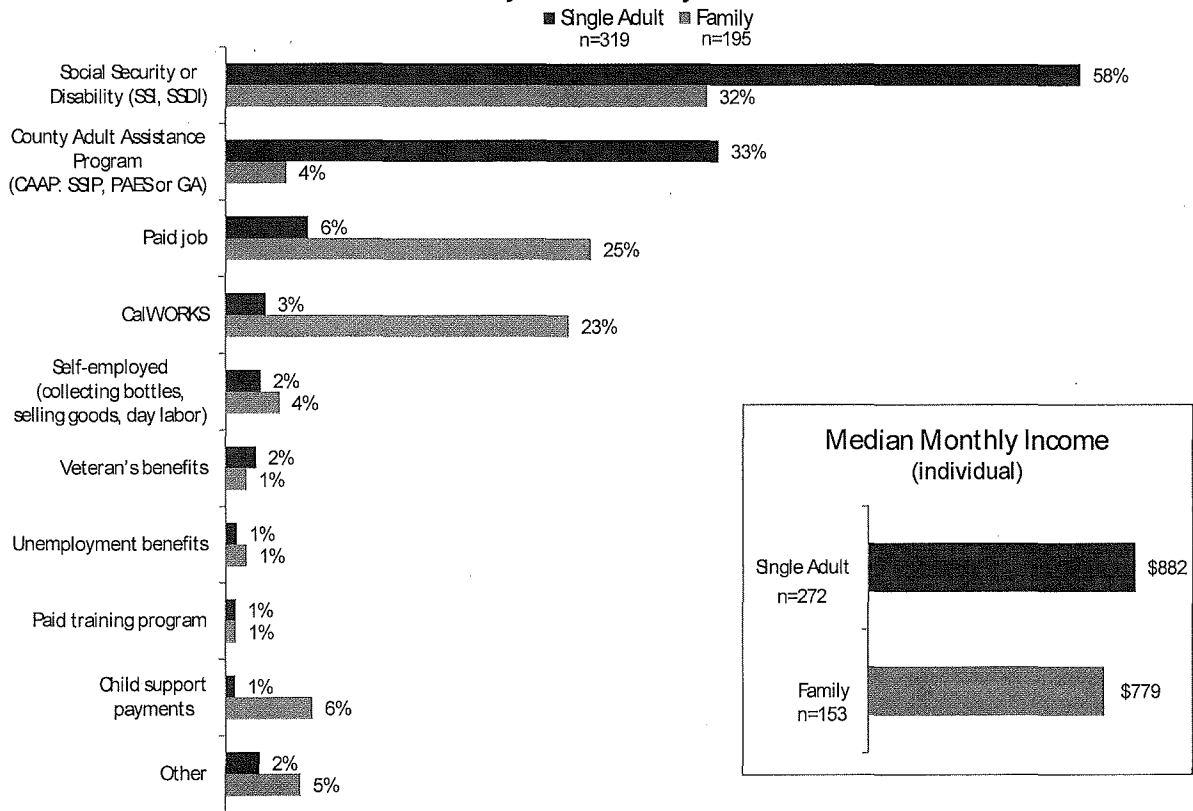
⁶ There are four CAAP subprograms: General Assistance (GA), 30% of Adults on CAAP; Personally Assisted Employment Services (PAES), a "welfare to work" program, 45% of Adults on CAAP; Cash Assistance Linked to Medi-Cal (CALM), 2 clients; and Supplemental Security Income Pending (SSIP), a temporary program for individuals in process of applying to SSI, 25% of Adults on CAAP.

⁷ It is important to note that respondents were asked to report their individual income, not household income. Household income may be higher for family/mixed respondents, though other sources indicate that most households have a single income source.

⁸ The average asking rent in San Francisco was \$3,057 in the first quarter of 2014, according to RealFacts data as reported in the Controller's [Economic Barometer](#).

FIGURE 2: SELF-REPORTED CLIENT INCOME SOURCES AND AMOUNT (SOURCE: SURVEYS)⁹

Do you have any income?



⁹ Both charts in Figure 2 are based on client self-reports, which may differ from the administrative data about client benefits discussed elsewhere.

CASE MANAGEMENT SUPPORT AND SERVICE UTILIZATION

SERVICES OFFERED

The core service offered at permanent supportive housing sites is case management. Additionally, service providers offer a variety of other services to clients both on- and off-site. Figure 3 lists the common on-site support services, per interviews and surveys of selected case managers. In general, the on-site services at Adult sites are consistent across the sample, including at Family/Mixed sites. However, some Family/Mixed sites also offer additional programming unique to this setting, listed separately below. Some agencies have broader programming, and offer extensive off-site services available to all clients. These services vary by agency and are not available to clients at all buildings.

FIGURE 3: SUPPORT SERVICES AVAILABLE TO CLIENTS (SOURCE: INTERVIEWS)

ON-SITE SUPPORT SERVICES: Adult and Family/Mixed Sites	
Services Most Commonly¹⁰ Utilized by Tenants:	Additional Services Offered:
<ul style="list-style-type: none"> • Service Referrals • Basic Needs: clothing, household goods • Benefits Advocacy (e.g., income or subsidy) • Appointment Management • Food Pantry or Meals (on-site or off-site) • Eviction Prevention Advocacy and Counseling • Therapeutic Listening and Conflict Resolution • Transportation (tokens) • Money Management (payee services) 	<ul style="list-style-type: none"> • Accompaniment to Appointments • Community Events: coffee hour, bingo • Application Support: jobs, housing, IHSS, rental assistance, other • Support Groups: psycho-social, educational • Life Skills Training (cooking shopping, budgeting) • Property Management (1 agency) • Psychotherapy (1 agency)
ON-SITE SUPPORT SERVICES: Family/Mixed Only (mentioned by at least 1 provider)	
<ul style="list-style-type: none"> • Student Nurse Visitation • Teen Programs: youth leadership, etc. • Youth Programs: field trips, mentoring, tutoring 	<ul style="list-style-type: none"> • Tenant Council • Job Readiness Training • Parenting groups and courses
OFF-SITE SUPPORT SERVICES (mentioned by at least 1 provider)	
<ul style="list-style-type: none"> • Housing Counseling • Socialization and Support Groups • Harm Reduction Classes • Adult Education: culinary training, art workshops 	<ul style="list-style-type: none"> • Targeted Services: Seniors, Disabled Adults, HIV Advocacy, Immigration • Community Events and Recreation Tickets • Child Care Referrals

¹⁰ According to case managers interviewed, services least commonly utilized by clients include 1) substance abuse treatment services, 2) mental health services and therapy, and 3) "services that pry into personal details."

Services for Families

Four sites in the sample serve families, either solely or in combination with units for adults without children (i.e., "mixed"). Services for adults at Family/Mixed sites are consistent with those offered at Adult sites. However, three of the four Family/Mixed sites visited also have well-developed children's and youth programming coordinated by a separate staff member.¹¹ Social events at these sites are often geared toward building family connections, such as a monthly breakfast at one site and a monthly dinner at another.

According to case managers at these sites, serving families is a complex process and presents unique challenges. Case managers must tailor services to the needs of an individual, but also ensure that the needs of the whole family are addressed. For example, one parent may want individual and family counseling, but the other parent may be resistant.

Two case managers noted that, occasionally, parental behaviors may negatively influence children and be counterproductive to the work case managers and other providers do with those children. This makes parenting courses an important element of Family/Mixed site programming, as well as positive modeling by staff members.

Services for Seniors

Residents aged 65 and older represented 17% of the total Adult housing population and 5% of the Family/Mixed housing population in FY12-13. HSA funds two supportive housing sites specific to seniors, which house 123 residents age 65 and older (3% of the Adult housing population).¹² The sample used in this study does not include any sites specific to seniors. Despite this, all sites house older and aging clients. The majority of tenants at Adult sites are ages 45 to 64, and given the average length of stay of five or more years, many of these tenants will be aging in their current homes.

When asked if their sites had sufficient services to support clients aging in place, only three of the 12 case managers provided a clear affirmative, two of them at Family/Mixed sites. The majority (five) equivocated, noting that In Home Support Services (IHSS) may come to the site and support clients, but case managers themselves do not have the time or expertise to provide senior-specific services. Four case managers expressed significant concern for older tenants.

Case managers may have a mix of both service and environmental concerns for this population. Some mentioned that the buildings themselves were not set up to support older or disabled clients (e.g., an elevator frequently out of service), while others seemed concerned about issues such as isolation and inability to connect seniors to the right type of care. From the interviews alone, it is unclear why the case managers interviewed at Family/Mixed sites had more positive reactions about the ability of the site to address the needs of its older clients than the case managers from Adult sites. It is possible that seniors in Family/Mixed sites are more likely to live with family members or caregivers, while those in Adult sites generally live alone.

Senior housing is limited, and many clients prefer to stay in their existing homes. Given the responses of interviewed case managers, more attention should be paid to this aging population.

¹¹ The youth program at the fourth site had been canceled recently due to lack of funding.

¹² Buildings have varying ages to qualify for senior housing, and tenants at some sites may qualify at age 60 or 62.

SERVICES UTILIZED

All services are voluntary. Clients may or may not seek the support of a case manager, and service utilization varies widely.

The Controller's Office used data from the case manager interviews, the client surveys, and the case file reviews to determine the types of services that clients utilize. There are certain limitations to this analysis that should be recognized. The Controller's Office only reviewed case file for clients who exited their supportive housing site between July 2013 and April 2014. Given the broad range of experiences of the clients whose charts were reviewed, it is likely that this population is generally consistent with the population of supportive housing residents as a whole. However, it is possible that these clients had certain characteristic differences that would impact the type of work case managers do with those clients, and the resulting documentation in case files of that work (e.g., if only those most stable and most unstable clients exit, then "middle of the road" clients would not be included in this review). For these reasons, we may make some high level generalizations about clients and the role of case management based on the review of charts, but they should be tempered with the understanding that the generalizations may not apply to all clients.

Client-Reported Utilization

The client survey asked respondents to indicate which types of services they have received or been referred to while living in their current building. Figure 4 presents the number of services received by or referred to respondents. Most clients (93% at Adult sites, 96% at Family/Mixed sites) received or were referred to at least one service. On average, respondents received or were referred to 4.3 services while living in their current building. It is likely that supportive housing providers were not responsible for all of these services and referrals. Clients may have been connected to a service before they moved into the building, or may have been referred to the service by a different case manager.¹³

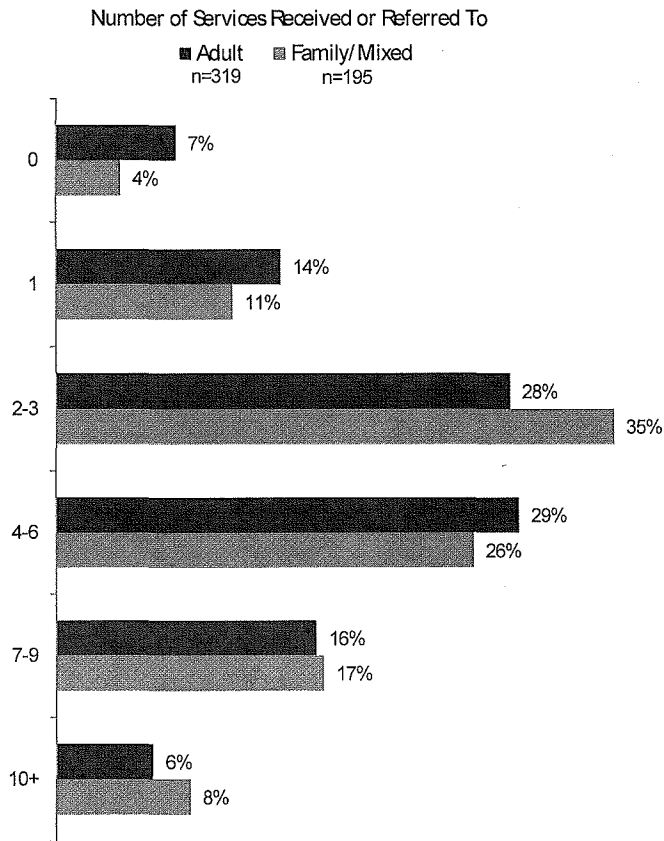
Figure 4 also shows the types of services respondents were referred to or received (darker shades of color represent more commonly received services). The top two service areas for both Adult and Family/Mixed respondents were "Medi-Cal"¹⁴ and "building events," which are typically social gatherings such as coffee hour.

Engagement in employment services is relatively low for respondents, but Family/Mixed respondents are more likely to receive or be referred to these services. Twenty-two percent of Family/Mixed respondents engaged in or were referred to a job training program, compared to only 10% of Adult respondents. In addition, 13% of Family/Mixed respondents received or were referred to job placement services, compared to only 3% of Adult respondents. It is unclear whether the lower service rates occur because clients have too many barriers to engage in employment, or if case managers simply do not focus on these referrals.

¹³ According to the survey, 33% of Adult respondents and 19% of Family/Mixed respondents report having other case managers in addition to the case manager at their supportive housing building.

¹⁴ Surveys were administered during March through May 2014. Referrals to Medi-Cal may have increased significantly in the months prior due to the Affordable Care Act's Medicaid expansion and related outreach efforts.

FIGURE 4: CLIENT-REPORTED SERVICE UTILIZATION (SOURCE: SURVEYS)



Percent Receiving or Referred To Each Service

	Adult	Family / Mixed
Public Benefits		
CAAP, GA, PAES, SSIP	32%	5%
Social Security (SSI)	32%	17%
Food Stamps (Cal Fresh)	25%	30%
Disability Benefits (SSDI)	15%	7%
CalWORKS	4%	15%
Employment and Education		
Job training program	10%	22%
Employment resources (EDD)	8%	10%
GED or diploma program	7%	13%
Job placement	3%	13%
Other education or training program	10%	15%
Children and Family		
Child support services	2%	9%
Child welfare	1%	5%
Child care resources	1%	9%
Housing		
Rental assistance	23%	23%
Eviction prevention/Legal services	11%	8%
Property management	8%	13%
Section 8 application assistance	8%	28%
Other housing applications	18%	11%
Health		
Medi-Cal	48%	37%
Healthy San Francisco	28%	20%
Medical care	15%	10%
Mental health care	13%	15%
In-Home Supportive Services	11%	14%
Dental care	9%	17%
Substance abuse	8%	6%
Other Insurance	4%	4%
Other Services		
Building events	36%	42%
Referral to community resources	19%	20%
Other on-site services	15%	22%

Frequency of Service Delivery

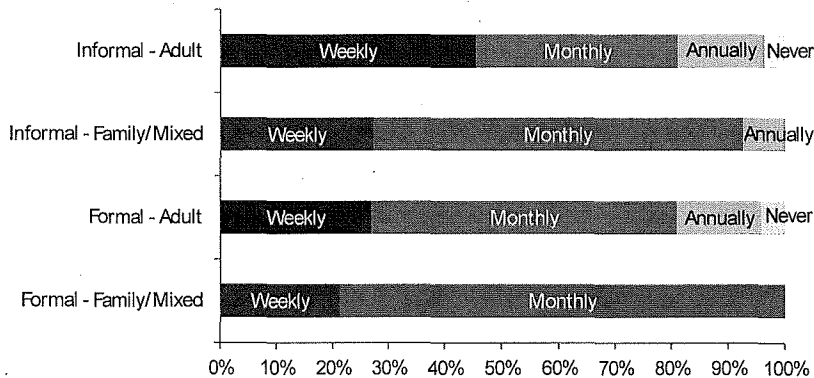
Case managers and clients report regular interactions, but the case file reviews indicate these interactions may be primarily informal in nature, with little formal linkage or referral occurring to support client self-sufficiency (particularly in the cases of clients exiting housing).

HSA requires sites to provide initial outreach to new clients within one month of move-in, but agencies differ in further standards for client interaction. All but three of the case managers interviewed (75%) indicated that their agencies have standards for client interaction. These standards range from requiring one outreach upon move-in and again within 90 days to three outreach attempts per client per month. The most common standard is one contact or outreach attempt per client per month.¹⁵

In the pre-interview survey, case managers estimated how frequently they interact with clients, both formally and informally. Formal interactions include planned case management sessions or support group sessions. Informal interactions include on-site social events (e.g., a weekly coffee hour) or other gatherings of tenants (e.g., monthly food pantry).

As Figure 5 shows, the case managers interviewed reported seeing over 85% of their clients formally at least once a month, with 25% of their caseloads receiving formal interactions on a weekly basis. The Family/Mixed case managers interviewed report formal interactions with clients more regularly than the case managers at Adult sites.¹⁶ Figure 5 represents an average of the responses, and it is possible that the range of interactions across all sites differs from what is presented here.

FIGURE 5: PERCENT OF CASELOAD SEEN FORMALLY AND INFORMALLY (SOURCE: INTERVIEWS)



¹⁵ The new Tier system will create new standards for outreach: three in the first 60 days and again at any sign of instability or when property management issues a written warning.

¹⁶ It is important to highlight the range of responses. While one case manager may see 100% of clients formally each month, another may see only 25% on a monthly basis. Given the difference between these figures and the level of service documented in client charts (discussed below), it may be relevant to consider whether program/agency requirements influenced case managers' responses to these inquiries (e.g., inflating their monthly engagement levels to match programmatic expectations).

Of the case managers interviewed, those at Adult sites were more likely to have clients that they never see, whether formally or informally. Though HSA requires case managers to outreach to new residents at least once, the client can refuse service. Also, some tenants have lived in their current building for years, perhaps longer than the building has had supportive services attached to it. One case manager noted that these long-standing clients often refuse services.

In general, client surveys support the frequencies reported by case managers. A majority of survey respondents (88% of Adult respondents and 82% of Family/ Mixed respondents) indicate they see their on-site case manager at least monthly, though it is unknown what proportion of these interactions are formal meetings inclusive of referral and delivery of supportive services and what proportion are informal social gatherings or hallway discussions. Conversely, at least one in ten survey respondents indicate they see their case manager only yearly or never. This statistic may even be an underestimate, since disengaged clients are less likely to complete a survey than clients engaged in services.

Case Manager Engagement

Case file reviews present a more varied picture of the level of engagement by both case managers and clients. The following assessment is subjective, and the population represented differs from those surveyed. The Controller’s Office reviewed the case files of clients who exited in the prior year to determine the level of involvement the case managers had in the outcomes of these clients, creating the following categories to classify case manager engagement with those exiting clients.¹⁷

- **Active:** Case file indicates that the case manager made referrals and had both casual and formal contact with the client, including navigation support and advocacy activities relating to topics beyond housing retention.
- **Light:** Case file indicates that the case manager checked in with the client occasionally, and may have made one or more basic referrals without significant follow-up, such as for household goods at the request of the client. Light contact may also indicate all contacts related to non-payment of rent, such as reminders to pay and written offers of support, without significant in-person contact providing other types of services or referrals.
- **Minimal/ None:** Case files indicate that all contacts with the client were in written form, such as putting a monthly activity calendar in the client’s mailbox or leaving written notices about rent issues for the client. May indicate the client was resistant to services and refused to engage with case managers. May also indicate no contacts with a client.

FIGURE 6: ASSESSMENT OF CASE MANAGER ACTIVITY (SOURCE: CASE FILES)

Level of Engagement	Adult Clients	Family/Mixed Clients
Active	21	6
Light	32	4
Minimal/ None	18	4
Total	71	14

As noted above, case management services are voluntary. Clients may refuse to meet with a case manager and may also refuse to address emergent needs.

¹⁷ Exiting clients may differ from those who remain in housing, and as such, the level of engagement of the case manager may also differ.

Case managers provided active levels of service in 30% of Adult cases and 43% of Family/Mixed cases. Several charts from Family/Mixed sites refer to "required monthly meetings." All services are voluntary, and it is unclear how such meetings were framed with clients, but it is possible that the expectation of regular meetings contributed to the higher levels of active engagement than seen in Adult case files. Both Adult and Family/Mixed files reveal a similar percentage of cases with minimal or no engagement.

A primary role for case managers is navigation support. Several clients had complex health needs requiring regular medical appointments with a variety of providers. Case notes showed that case managers kept lists of upcoming appointments to remind the client of when they would occur, assisted the client with faxing or mailing paperwork to providers, and attended appointments with the client when needed.

At times, a client's behavioral health challenges interfered with his or her participation in services. There were several instances when a case manager interceded on behalf of the client, as in one case when the case manager called a clinic the client had been banned from for his behavior and requested he be allowed back for treatment with accompaniment by that case manager. In another case, the client had many altercations with other tenants. The case manager referred the client to the Behavioral Health Roving Team¹⁸ for support with mental health and substance abuse, and later indicated that the client's behavior improved from receiving this support.

Despite these examples of active engagement, the majority of case management services were light or minimal. Over a quarter of the clients that exited Adult sites received minimal to no case management services, including those eventually evicted, based on the documentation in the files. Contacts most commonly related to property management and rent payment issues, such as reminders about back-rent, lease violation follow-up letters, or CAAP discontinuances that put the lease in jeopardy. There were numerous files in which all client contacts dealt with these topics and no other client issues. There were also numerous files in which all of these contacts took the form of written notices. For clients facing many challenges, the scope of the case management, according to the case files, seemed quite limited.

One limitation to this analysis is the Controller's Office's inability to discern the reason for minimal documentation. It may be the result of a) client resistance to case manager engagement, b) a lack of case manager engagement, or c) poor documentation of the engagement that occurred or was attempted. There does not appear to be a correlation between active case management and type of exit (e.g., evictions versus other stable exits). Better documentation would help illuminate whether this is true, and if so, why.

BARRIERS TO SERVICE UTILIZATION

When the Controller's Office questioned case managers about the barriers clients face that may keep them from utilizing the supportive services offered at the site, a few key themes arose.

Clients with extremely high needs, such as those with co-occurring conditions (e.g., mental health and substance abuse or physical disabilities), are less able and/or willing to take advantage of services offered to them. Clients with this level of need experience frequent crises related to their health, their mental health, their housing status, or other life events. Several case managers noted that clients will seek services during such a crisis, but once marginally stabilized, they experience difficulty following through with the service plan to reach a full solution.

¹⁸ Discussed in more detail below.

Stringent program guidelines often overwhelm clients. For example, one case manager highlighted CAAP's Personal Assisted Employment Services (PAES), which requires that clients meet with an employment counselor weekly. She noted that it can be difficult for clients who experience frequent crises to adhere to these types of expectations.

Some clients find it difficult to leave their rooms or the site itself, whether because of fear (e.g., agoraphobia or neighborhood safety concerns) or depression. Attending a doctor's appointment requires they navigate a complex health system, which can be particularly daunting for individuals with high needs such as cognitive impairments, mental health diagnoses, physical disabilities, or other limiting factors. When clients are overwhelmed, they are less likely to actively engage in support services.

Additionally, certain clients are not used to seeking help or accepting services. A few case managers mentioned that they must make special effort to outreach to clients just entering housing to inform them of the types of services that are available and how to use the services.

The following barriers to service uptake were mentioned by at least one case manager, but were not widely discussed in the interviews:

- Lack of motivation
- No models for good outcomes and/or negative influence of other tenants
- Lack of life skills
- Desire for privacy
- Need for accompaniment
- Cultural resistance to accepting services

Tools for Addressing Barriers

Regular outreach and consistent follow-up are the primary tools case managers use to engage clients in support services. Some case managers noted that they serve as an "appointment keeper" for their clients. Many clients have low literacy levels, so the case manager is often a resource when that client receives a reminder notice for a medical or other appointment. After reviewing the document with the client, the case manager often makes note of the appointment date to remind the client prior to the meeting. The case manager may also review transportation options, necessary paperwork, and other details to prepare the client for the visit.

Several case managers noted that "if a client really needs something, they'll follow through." Clients with basic needs, such as furniture for their unit, will generally follow through on a referral to St. Vincent de Paul for home goods. Clients in crisis who seek out the case manager for assistance usually follow through on the referrals the case manager provides, though it is unclear whether this applies when the need is also a barrier (e.g., if a client with severe mental health needs will follow through on referrals for treatment).

For non-urgent needs, factors like having a strong support network can help a client follow through on service goals. This could include friends, family or other case managers and service providers. Many case managers noted that they do not have time to regularly accompany clients on their appointments, but when they do accompany them, it generally has positive results. Navigating benefits systems or health systems is challenging

for this population, as noted above, and accompaniment or other types of navigation support can improve the likelihood that the client will succeed.

SERVICE GAPS AND UNMET NEEDS

When queried about what services should be added for clients, case manager responses varied widely based on the unique needs of clients at each of the sites. One common theme, however, was the need for additional clinical support, both medical and behavioral. In particular, several case managers mentioned wanting an on-site or roving nurse. Clients have many small medical problems or questions about medication, but cannot or will not go to community clinics to get their needs met. An on-site nurse or roving nurse could address basic needs, provide preventative care, ensure clients are taking medications correctly, and refer to a primary care doctor when the situation merits it.

A few case managers also noted that they do not have the training to manage the psychiatric challenges posed by many clients. They would like more clinical supervision and training to learn how to relate to clients with specific mental health diagnoses more effectively, and to be able to offer more targeted interventions, when necessary.

Several case managers interviewed commented that they do not have sufficient time to address deeper needs of clients because much of their time goes toward managing crises. These case managers identified more case managers, possibly targeted to specific needs or populations, as an expanded service that would benefit clients.

Other services mentioned by at least one case manager include:

- CAAP "house calls" to prevent discontinuance: One supervisor noted that CAAP discontinuance is a large predictor of eviction because it destabilizes clients. If CAAP worked more closely with tenants at housing sites to collect necessary paperwork to prevent discontinuances, it would likely also prevent evictions.
- On-site or roving job developer: One case manager mentioned that there are many freelance job opportunities that could be appropriate for clients, such as computer-based work that could be done from home. Most clients do not know how to seek or apply for this type of work, and a job developer would be needed to support them in finding these opportunities.¹⁹
- Additional services for former foster youth: One case manager noticed a recent rise in the number of former foster youth entering supportive housing from homelessness, and suggested more life skills training specific to this population (i.e., before exiting foster care, to prevent homelessness).
- Training: Life skills, such as learning to cook using the limited facilities available in a unit; money management; literacy
- Grief counseling
- Community events
- Building amenities, such as washer/dryers, additional cooking facilities, in-room bathrooms, etc.
- Additional muni tokens
- Grocery store in the Tenderloin, or alternately, a regular van service to the grocery store

¹⁹ The Controller's Office compared the percent of clients with paid jobs by site and found that the percentage varied little across sites, even for the one site surveyed with a job developer on staff. It can't be determined from this research why that would be true, but it is possible that job development may be most effective targeted at specific populations rather than broadly throughout a single building.

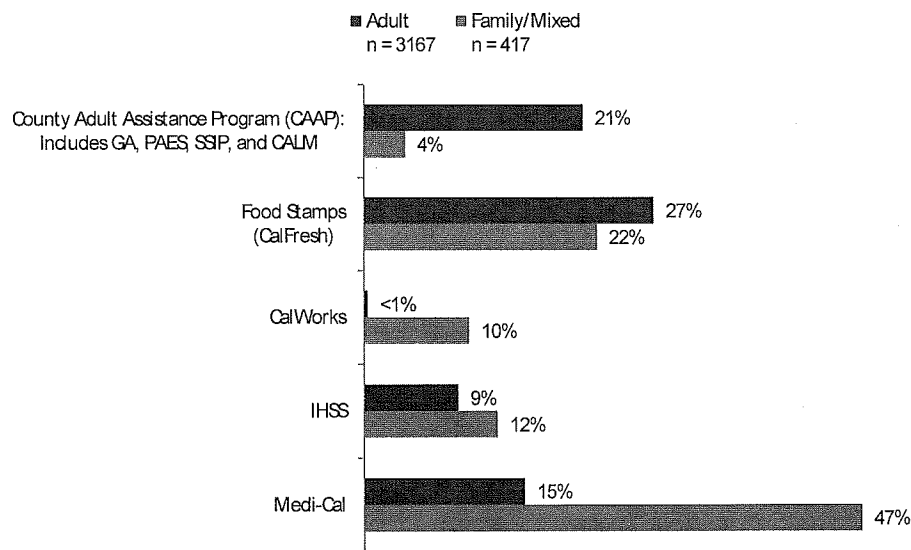
PUBLIC BENEFIT UTILIZATION

As part of this study, the Controller's Office attempted to assess the degree to which supportive housing clients are connected with public benefits. The Controller's Office did not have access to utilization data for SSI, but as noted above, utilization rates for this benefit may be inferred from other sources, such as the client survey. The data shows that clients could be linked to certain benefits more effectively, such as In Home Support Services. However, there are indications that being connected with housing increases appropriate utilization of health care.

HUMAN SERVICES BENEFITS UTILIZATION

Figure 7 shows the overall utilization of a variety of public benefits. Medi-Cal enrollment at Adult sites is quite low, particularly compared to Family/Mixed sites. This is expected, as most single adults without children only became eligible for Medi-Cal in January 2014 at the roll-out of the Affordable Care Act.²⁰ Similarly, though only a quarter of clients receive CalFresh, this low figure may be explained by the fact that SSI recipients are barred from receiving that benefit.

FIGURE 7: PUBLIC BENEFITS UTILIZATION RATES (SOURCE: CLIENT DATA)



Considering that 17% of residents at Adult sites are seniors, and also the large proportion of presumably disabled clients (58% on SSI, by self-report), utilization of In Home Support Services (IHSS) appears low at Adult sites, with just 9% receiving this service. More clients at Family/Mixed sites are connected to IHSS at 12%. Though the average age of clients in Family/Mixed settings is lower than at Adult sites, the number of clients with a disability that might qualify them for IHSS is unknown from this data.

²⁰ Matched data related to Healthy San Francisco, San Francisco's health care access program available to low-income clients ineligible for Medi-Cal, was not included in this analysis.

The Controller's Office analyzed IHSS and SSI data provided by HSA and found that 40% of all SSI recipients in San Francisco receive IHSS benefits. If IHSS uptake rates among SSI recipients in Adult supportive housing were similar, at least 16% of all Adult supportive housing clients would receive IHSS benefits.²¹ Yet, only 9% of Adult supportive housing clients currently receive this service. This 7% gap represents approximately 250 individuals who could potentially qualify for additional in-home support.

CAAP utilization varies little by race/ethnicity, but does vary slightly by age and length of stay. Older clients and those housed longer than five years are less likely to receive CAAP, likely due to transitions to SSI as a source of income. Less than 1% of CAAP recipients are age 65 or older, and only 12% have lived in their building for more than five years.

Just 10% of Family/Mixed site clients receive CalWORKs benefits.²² Latino clients have the highest utilization rate, at 17%. Latino clients also have a higher-than-average utilization rate for Medi-Cal, inclusive of both Adult and Family/Mixed sites.²³

Given the low rate of CalWORKs utilization, the Controller's Office investigated the drivers of this finding. The utilization rate for CalWORKs mentioned above is calculated for adult clients only. However, CalWORKs benefits can be in the name of the parent or the child.²⁴ The Controller's Office calculated a CalWORKs utilization rate inclusive of adults and children in supportive housing and found that 23% of Family/Mixed clients receive CalWORKs, more than double the rate when considering adults only. It should be noted that the Controller's Office excluded two Family/Mixed buildings from this calculation because data on children and youth in those buildings was not available. Child-only CalWORKs benefits are lower than the benefits for adults engaged in work activities, leaving these families with very limited incomes that could impact quality of life (e.g., less money available for food, medical expenses, or savings for alternate housing).

The Controller's Office analyzed whether clients are receiving more than one benefit (see Figure 8²⁵). Given that the matched data did not include SSI utilization, the number of clients listed as receiving zero benefits is likely vastly overstated.

Excluding consideration of SSI, 24% of all clients receive a single benefit, and 21% receive two benefits. Clients receiving CAAP are more likely to be connected with other benefits, and with CalFresh in particular. HSA requires clients to apply to CalFresh when enrolling in CAAP. Clients are most likely to receive IHSS alone, without other benefits (though some of these may be receiving SSI).

²¹ Of Adult site survey respondents, 58% report that they receive SSI benefits. An IHSS utilization rate of 40% for this subpopulation would result in at least 16% of all Adult supportive housing clients receiving IHSS ($.58 * .40 = .16$). The 16% estimate represents a floor of likely IHSS eligibility because it assumes the IHSS utilization rate among non-SSI recipients is zero.

²² Less than 1% of clients at Adult sites receive CalWORKs benefits, as expected, given the family-oriented nature of the benefit.

²³ Other than the trends mentioned here, there is little other variation in benefits utilization based on race/ethnicity, age, or length of stay in supportive housing. See Appendix F for figures illustrating this utilization data.

²⁴ CalWORKs provides a federal benefit to adults with children that is limited to four years. Once an adult has reached the four-year limit, s/he can no longer receive the full benefit, but California provides a partial benefit awarded in the child's name.

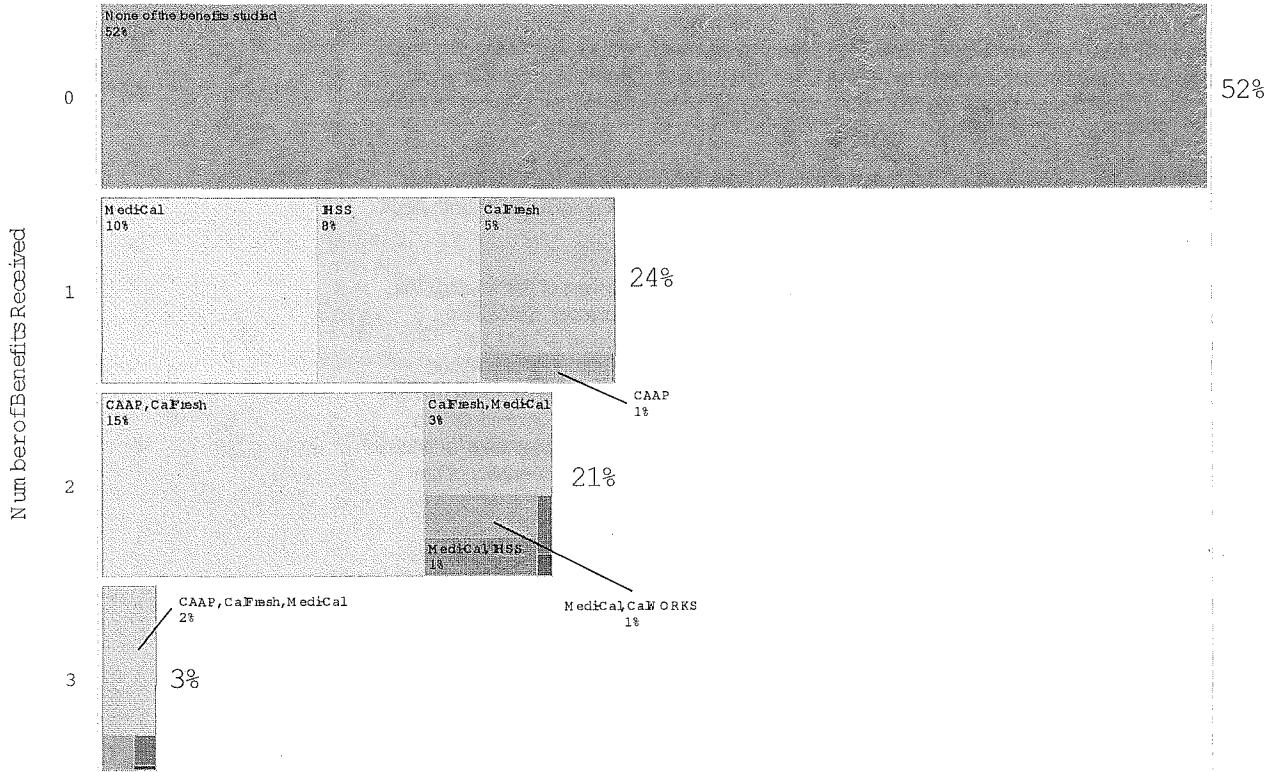
²⁵ CalWORKs data in Figure 8 only represents adult recipients of the benefit, as data about children and youth was not universally available for this report.

Figure 8

Public Benefits Received by Supportive Housing Clients

The chart below combines data on utilization for five public benefits: County Adult Assistance Program (CAAP), CalFresh, CalWORKS, In-Home Support Services (IHSS), and MediCal. The bars in the chart represent the number of benefits received by supportive housing clients. For example, the green bar shows all clients receiving exactly two of the five benefits. The rectangles within each bar present the percentage of clients who receive specific combinations of benefits. For example, 15% of supportive housing clients receive CAAP and CalFresh, but no other benefits.

Data on utilization of Supplemental Security Income (SSI) was not available to the Controller's Office. Individuals in the zero benefits bar (blue) may receive SSI.



Note: Labels were excluded for all combinations of benefits received by less than one percent of all supportive housing clients. These combinations include: CalWORKS (0.3%); CAAP and MediCal (2.2%); CalFresh and IHSS (0.8%); CalFresh and MediCal and IHSS (2.6%); CalFresh and MediCal and CalWORKS (1.7%); MediCal and CalWORKS and IHSS (0.3%). In addition, two supportive housing clients received four benefits: one client received CAAP and CalFresh and MediCal and CalWORKS; the other received CAAP and CalFresh and MediCal and IHSS.

HEALTH CARE BENEFITS AND UTILIZATION

According to the client survey, 48% of Adult clients and 37% of Family/Mixed clients received or were referred to Medi-Cal since becoming housed. Healthy San Francisco ranked as the second most common health-related referral at both Adult and Family/Mixed sites.

FIGURE 9: CLIENT-REPORTED HEALTH REFERRALS (SOURCE: SURVEYS)

	Adult	Family/Mixed
Medi-Cal	48%	37%
Healthy San Francisco	28%	20%
Medical care	15%	10%
Mental health care	13%	15%
In-Home Supportive Services	11%	14%
Dental care	9%	17%
Substance abuse	8%	6%
Other Insurance	4%	4%

Research suggests that one benefit of supportive housing is more appropriate usage of other public systems, particularly health systems. For example, a 2006 San Francisco-based study compared acute health service utilization during homelessness to usage after being housed, and showed a 16% decline in clients with any visits to the emergency department (from 54% to 37%).²⁶ To a small degree, analysis in this report seems to substantiate previous research.²⁷

The Department of Public Health (DPH) provided the Controller's Office with aggregate data on utilization of urgent and emergent (U/E) services at all DPH facilities for all clients in supportive housing during FY12-13, grouping the utilization data by cohort based on year of entry into housing. U/E services encompass emergency room visits, psychiatric emergency services, the sobering center and other crisis-related care. U/E services are typically more expensive than primary and preventative care and indicate a client has an unstable medical or behavioral health condition or has not been connected to appropriate care. DPH monitors U/E services to better manage costs and to target outreach toward clients with inappropriate usage of the health care system.

Of the 3,520 supportive housing clients²⁸ for whom data was available, 36% utilized U/E services in FY12-13, with a total cost of \$6.7 million. The average annual cost for utilizers of U/E services was \$5,257, and the average cost for all supportive housing clients was \$1,904. The vast majority (70%) of FY12-13 U/E costs were for medical services, with 16% going toward mental health services, and 5% attributed to U/E substance abuse treatment.

The data also shows that 6% of supportive housing clients utilized Jail Health services during FY12-13, and these utilizers were in jail for an average of 20 days.²⁹

²⁶ Tia Martinez and Martha Burt, "Impact of Permanent Supportive Housing on the Use of Acute Care Health Services by Homeless Adults," *Psychiatric Services* 57(July 2006): 992 – 999 and Proscio, 2000

²⁷ This study only examined use of health systems, and did not include utilization of police, fire, jail or other emergency systems.

²⁸ Ten percent of HSA clients could not be matched in DPH's system.

²⁹ Jail Health utilization is included in the U/E services data provided by DPH. A more detailed assessment of Jail Health utilization, which can be used to infer information about criminal justice involvement, has been included as Appendix F.

Supportive housing clients use U/E services more than the general DPH client population. If supportive housing clients who utilized U/E services were similar to all U/E users, one would expect 50% of client users to be in the top 50% of all U/E users. However, 67% of matched HSA U/E utilizers were in the top 50% of all U/E users, 8% were in the top 5% of users, and 2% were in the top 1% of users. This could indicate that supportive housing clients have disproportionately high needs, or it could mean that only the most acute supportive housing clients are engaged with the U/E system.

As a comparison to the snapshot of housed clients, DPH also provided FY12-13 data for all homeless patients accessing U/E services. Figure 10 shows that the homeless clients served by DPH in FY12-13 had higher rates of utilization in nearly all areas of urgent and emergent services at a much higher cost to the system than the housed clients at HSA sites.³⁰

In particular, the average cost of U/E services for HSA's supportive housing clients is 63% less than the average cost of DPH's homeless clients using urgent and emergency services. Though HSA's clients are high utilizers of U/E services, DPH's homeless clients are much more likely to use U/E care than housed clients: 67% of homeless clients accessed U/E services in FY12-13, as compared to just 36% of HSA's supportive housing population.

Building the Cohorts:

To protect the confidentiality of patients, DPH only provided data in aggregate form. The Controller's Office used the client data to create nine cohorts for a more nuanced analysis of service utilization.

Step 1: Housed vs. Exited

Using data on all clients in HSA supportive housing during FY 12-13, the Controller's Office first divided the population into two groups, those housed at the end of FY12-13, and those who exited housing during FY12-13.

Step 2: Length of Stay

Next, the Controller's Office further divided the two groups based on the clients' length of stay in housing. New clients who entered in FY12-13 had their own cohort, as did long-term clients in housing for more than 10 years. Other cohorts represented two-year spans of time when a client may have entered housing.

Step 3: Change over Time

The Controller's Office requested DPH provide data for each cohort for successive fiscal years. DPH provided data for FY07-08, FY09-10, FY11-12 and FY12-13. If a client entered housing during FY11-12, the data captures his U/E utilization for two fiscal years prior to entering housing, and one fiscal year after entering housing, showing the trajectory of that client (in aggregate), and how her service utilization changed before and after housing.

See Appendix F for further detail on the cohort development.

³⁰ While these results are promising, they do not point to housing as the sole driver for the difference in cost between formerly and currently homeless patients. It is important to note that homeless clients may be engaged with preventative or primary care at DPH in addition to the U/E services accessed during the year.

FIGURE 10: COMPARISON OF URGENT/EMERGENT SERVICE UTILIZATION AMONG HSA CLIENT POPULATION AND DPH HOMELESS CLIENTS (SOURCE: CLIENT DATA)

FY12-13 U/E Utilization	HSA Clients	DPH Homeless Clients
Total Clients	3,520	11,045
Use of U/E Services Overall ³¹		
Total U/E Utilizers	1,275	7,345
% Utilizers	36%	67%
Total Cost	\$6,702,344	\$56,527,886
Average Cost (all clients)	\$1,904	\$5,118
Average Cost (U/E Utilizers)	\$5,257	\$7,696

Similarly, longitudinal data indicates that supportive housing is associated with declines in utilization of U/E services. Figure 11 shows the trend of urgent/emergent service utilization prior to and after entering housing.³² In general, the data shows utilization (and resulting cost) spiking just prior to and during the year of being housed, but declining thereafter. The charts paint a picture of increasing instability and illness when a client becomes homeless, alleviated only after the client receives housing and support services.

The change in average cost per client is not large. Average U/E costs in FY12-13 ranged from \$1,266 to \$5,495 per client based on cohort. Examining the lowest and highest average costs for all cohorts over the sampled years, the average change in cost is \$2,468 per client.

Thus, the "savings" in U/E healthcare costs will not offset the cost of housing clients, but this analysis does not factor in other system savings, such as in the criminal justice system or other emergency services.

Clients who exit housing after a substantial length of stay show increasing utilization of U/E health services following their exit, with usage and costs spiking. The aggregate data does not allow for a nuanced examination of why each client left housing (e.g., if clients with negative exits are the primary driver of the increase in utilization). Spikes in cost may also relate to the age of clients who have been housed for longer and who may be more likely to have complex or chronic health conditions that result in U/E utilization, even with appropriate connection to primary and preventative care. A single adverse event may also spike costs for a cohort during a year.

This report does not attempt to quantify the cost savings of supportive housing. The U/E utilization data provide here can inform the discussion about the benefits of supportive housing, but does not represent the total system costs associated with either homelessness or supportive housing. Other City services, such as ambulance services, fire, police, and preventative and primary healthcare, have not been analyzed as part of this report, but these systems may experience disproportionate usage by homeless individuals, as well as cost-savings associated with entering supportive housing.

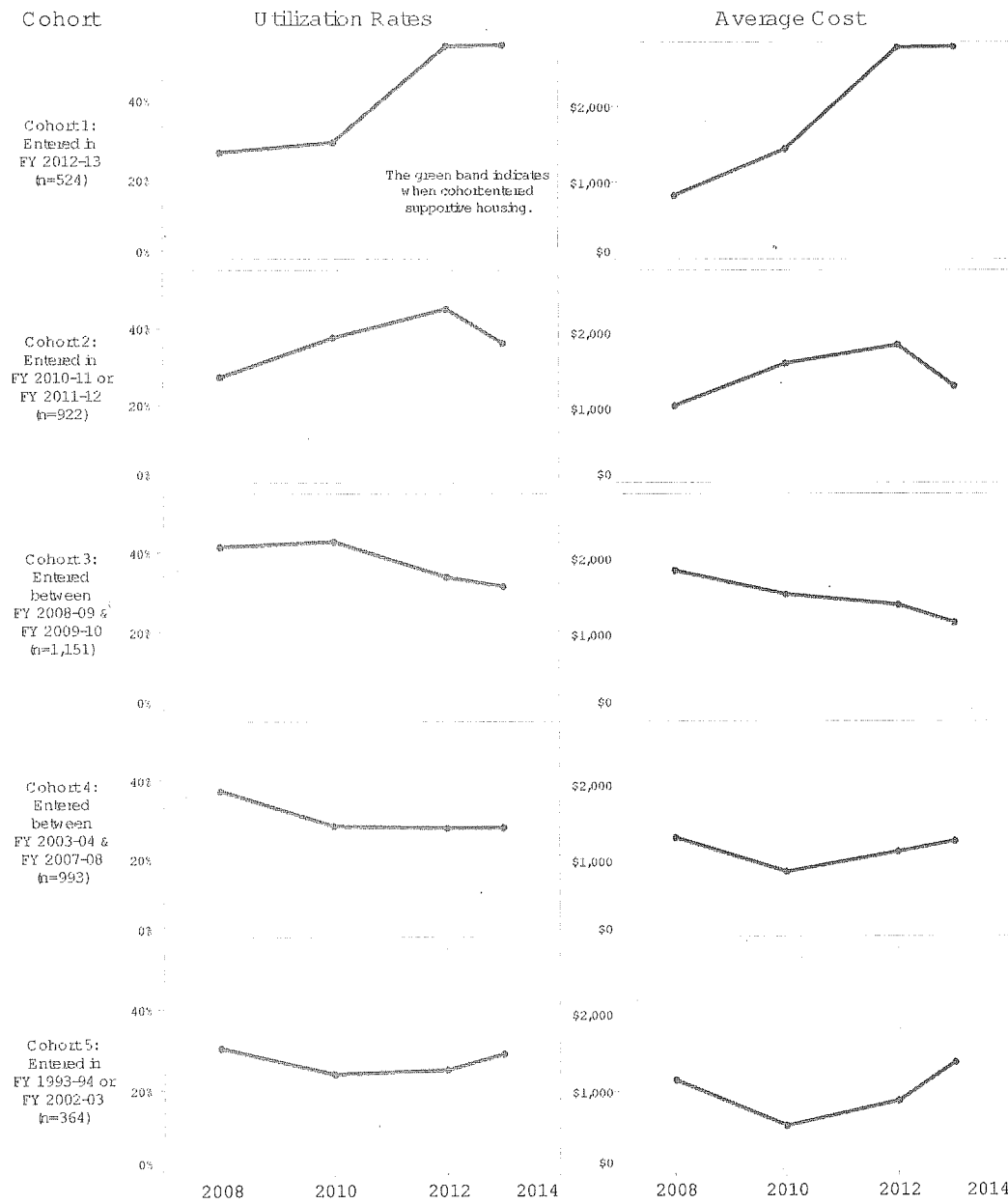
³¹ See Appendix F for a breakdown of this comparison by medical, mental health and substance abuse services.

³² See Appendix F for a breakdown of U/E data based on type of service utilized (health, mental health, and substance abuse).

Figure 11

Urgent and Emergent Service Utilization and Cost: Housed Clients

Urgent and emergent services include medical, mental health, and substance abuse services. Charts include all clients in supportive housing on June 30, 2013. Each row of charts represents one cohort of clients. Cohorts were selected based on date of entry into supportive housing. The green bands indicate when each cohort entered housing. The horizontal axis displays fiscal year.



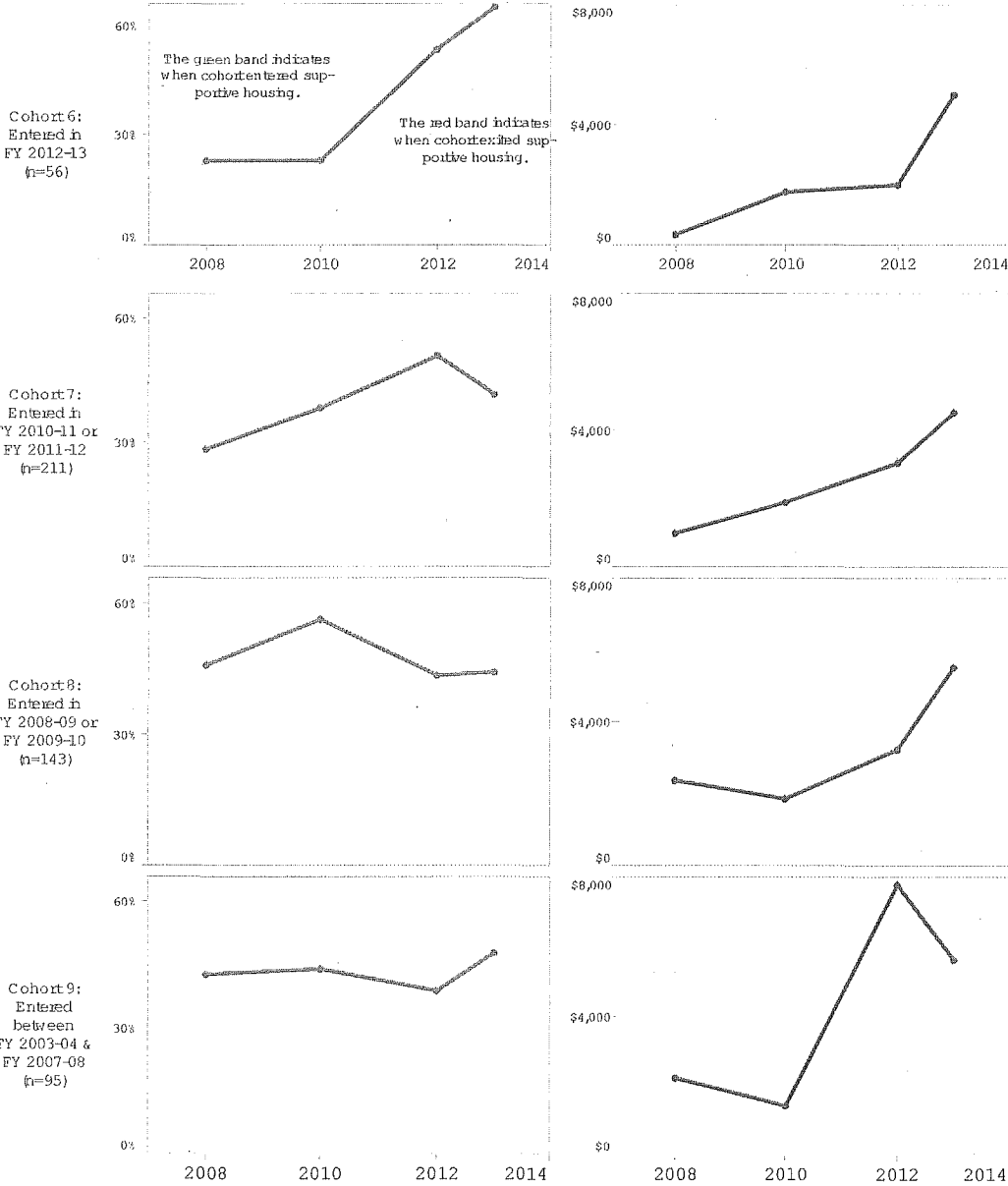
Urgent and Emergent Service Utilization and Cost: Exiting Clients

Urgent and emergent services include medical, mental health, and substance abuse services. Charts include all clients who exited supportive housing during FY 2012-13. Each row of charts represents one cohort of clients. Cohorts were selected based on date of entry into supportive housing. The green bands indicate when each cohort entered housing, and the red bands indicate when each cohort exited housing. The horizontal axis displays Fiscal Year.

Cohort

Utilization Rates

Average Cost



CLIENT TRAJECTORIES AND TRANSITIONS

The Controller's Office examined how clients' lives changed after being housed ("trajectories"), and whether those changes resulted in the clients moving to other stable housing ("transitions"). HSA's supportive housing providers support client stability, but for the system to function effectively, those clients who are able must transition to other stable housing to make units available for other homeless clients needing housing. Transitioning to other housing can improve the quality of life for many clients as well. Supportive housing has certain restrictions and limitation, such as shared bathrooms, communal cooking facilities, and restrictive visitor policies. If a client has the capacity to live without on-site support services, it can benefit both the client and the housing system overall. The data shows there is a population within supportive housing that have stabilized and become self-sufficient enough to succeed in housing without attached support services, but there are barriers that limit the flow of client transitions.

IMPACT OF SERVICE PROVISION

Clients report that support services offered at HSA sites have a positive impact their lives: 66% of Adult survey respondents and 75% of Family/Mixed respondents stated that that support services are an important factor in their housing stability.

The survey asked respondents to indicate what areas of their lives had improved since entering supportive housing, such as physical health, income, and relationships with family and friends. The majority of respondents (72% of Adult respondents and 93% of Family/Mixed respondents) report that their life improved in at least one area. On average, Adult respondents reported life improvements in 2.0 of the eight areas listed on the survey, while Family/Mixed respondents experienced improvements in 2.8 areas. The difference between Adult and Family/Mixed respondents is statistically significant ($p < .01$), but is driven mostly by the high percentage of Family/Mixed respondents who indicate they have experienced improvements in their children's well-being and/or in their relationships with friends and family. Family/Mixed respondents are also much more likely than Adult respondents to have experienced improvements in the areas of "job skills" and "education."

FIGURE 12: PERCENT OF RESPONDENTS REPORTING IMPROVEMENTS IN EACH AREA

Areas of Improvement	Adult	Family / Mixed
Children's well-being	6%	43%
Education	19%	40%
Income	26%	33%
Job skills	12%	21%
Mental health	39%	41%
Physical health	40%	39%
Relationships w family/friends	28%	51%
Substance abuse	26%	14%

Figure 12 presents the percentage of clients who report their life has improved in each of eight specific areas. "Mental health" is in the top three for Adult (39%) and Family/Mixed (41%) respondents, yet only 13% of Adult respondents and 15% of Family/Mixed respondents indicate they were referred to or received mental health care while in supportive housing (see Figure 9 above). There are at least two possible reasons for this dissonance. First, for many clients, the reported mental health improvement may have been a result of gaining

stable and affordable housing rather than the receipt of mental health services. Second, case file reviews conducted by the Controller's Office indicate that some clients were connected to mental health services before entering supportive housing. It is possible that some respondents failed to report this service utilization in the survey.

CHANGING NEEDS

The Controller's Office examined whether clients' needs and/or outcomes changed over the course of residing in supportive housing. If housing provides the stability needed for previously homeless individuals to better address the issues and barriers that led to their homelessness, one might expect that clients who have been in supportive housing for an extended period of time would have better outcomes than clients who have been in supportive housing for only a short period of time. In an initial examination of the survey data, the Controller's Office found that survey respondents with a long-term stay (three or more years) in supportive housing had a 28% higher income than respondents in supportive housing for less than three years. However, further study revealed that the driver of the income difference was income type. Respondents with a long-term stay in supportive housing are much more likely to receive "Social Security or Disability (SSI, SSDI)" benefits, while short-term respondents are much more likely to receive CAAP benefits. SSI benefit amounts are typically higher than CAAP benefit amounts (Figure 13).

FIGURE 13: OUTCOMES FOR SHORT-TERM AND LONG-TERM CLIENTS

	Length of Stay	
	< 3 years (short-term)	3+ years (long-term)
Average Income*	\$665	\$851
Types of Income Received		
Social Security or Disability (SSI, SSDI)*	35%	63%
County Adult Assistance Program (CAAP)*	50%	14%
Avg # of Improvement Areas Reported ^{ns}	2.14	2.12
Avg # of Services Received/ Referred To ^{ns}	4.13	4.44

^{ns} Not statistically significant

* Statistically significant (p<.001)

The Controller's Office compared outcomes between short-term and long-term clients in other areas such as self-reported client progress and service utilization, but found no statistically significant differences. It is possible that the survey sample size was too small to detect statistically significant differences in these areas. However, case managers interviewed confirmed that there is little change in the basic type of work they carry out with clients over time, particularly high-need clients who tend to have cyclical patterns of crisis and stability. Indeed, as noted below, some clients will always need supportive services to remain stably housed.

THE NEED FOR PERMANENT SUPPORT

Transitions are not possible for all clients. For many, housing stability is the primary goal. All of the surveyed case managers indicated that the support services provided at the building will always be necessary for certain clients to remain stably housed, though the range of responses was quite broad, stretching from a low of 15% to a high of 90%. Alternatively, this data suggests that at least 10% of clients have the potential to transition out of supportive housing, if affordable housing is available.

FIGURE 14: PERCENT OF CASELOAD NEEDING PERMANENT SUPPORTIVE SERVICES (SOURCE: INTERVIEWS)

Housing Type	Range of Responses
Adult	25%- 90%
Family/Mixed	15%- 90%

The wide range of responses regarding clients needing ongoing support could be indicative of either case manager attitudes about clients or actual differences in the acuity of client need between sites. Despite this variation in the estimated number of clients needing permanent support, case managers were more definitive about the primary reasons why clients may need such support. Case managers were asked to consider their highest need clients who would always require support, and to rank the reasons why this support is necessary, choosing from 1) mental health, 2) disability or cognitive impairment, 3) substance abuse, 4) physical health, or 5) other. Mental health tops the list, with 67% of surveyed case managers ranking it first.

FIGURE 15: REASONS SOME CLIENTS MAY REQUIRE PERMANENT SUPPORT (SOURCE: INTERVIEWS)

Reason	Adult	Family/ Mixed
Mental Health	50%	38%
Disability / Cognitive Impairment	19%	38%
Substance Abuse	25%	13%
Physical Health	6%	13%
Other	0%	0%

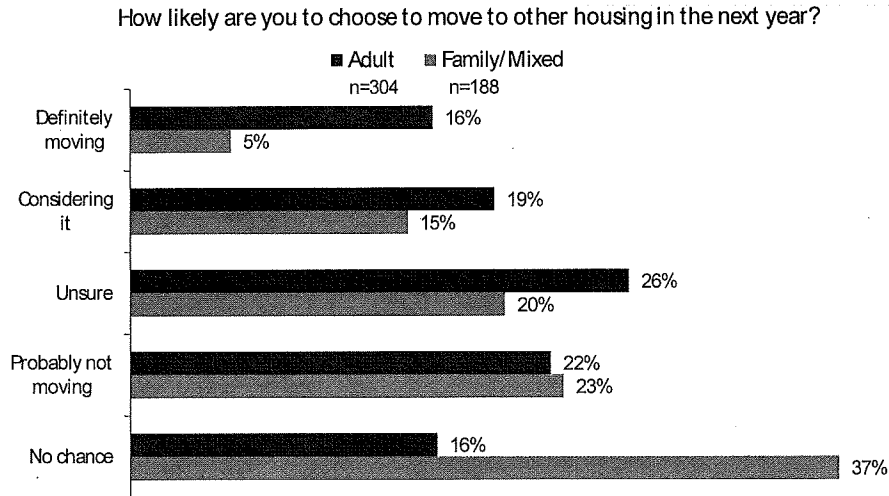
Figure 15 shows case managers' first and second choices. Case managers at Adult sites overwhelmingly named mental health as the number one reason why certain clients will require support services to maintain their housing, while case managers at Family/Mixed sites had mixed interpretations, ranking Mental Health and Disability or Cognitive Impairment equally. The small sample of case managers at Family/Mixed sites makes generalizations challenging, but it is possible that mental health is not as widespread and/or severe in this population, creating more variability in responses.

CLIENT INTEREST IN TRANSITIONING

Given the lengthy duration most clients reside in supportive housing (averaging 5.7 years at Adult sites and 6.3 years at Family/Mixed sites), it is reasonable to question whether clients want to move. Indeed, according to case managers, the biggest "barrier" preventing clients from transitioning out of supportive housing and into other stable housing is not a barrier at all; rather, it is a desire to stay. Many clients have lived in their building for years, they have developed support networks, they know where the services are, and they have built a home for themselves. According to case managers, these clients signed a lease and consider their unit their permanent home. They have no inclination to move.

The client survey asked respondents how likely they are to plan to move in the next year (see Figure 16). While the majority of Adult and Family/Mixed respondents reported they are either unsure or not planning to move, respondents in Family/Mixed housing are far more likely to say there is "no chance" they will move in the next year than respondents in Adult housing.

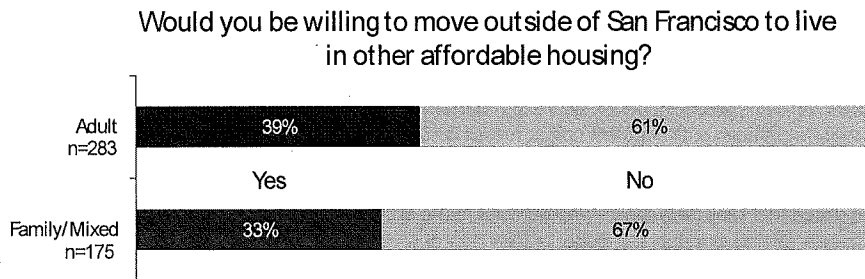
FIGURE 16: CLIENT-REPORTED INTENTIONS TO MOVE (SOURCE: SURVEYS)



Moving Out of San Francisco

With limited affordable housing options in San Francisco, it may be necessary for many clients to migrate from San Francisco if they wish to exit supportive housing. At least a third of respondents in Adult and Family/Mixed supportive housing indicate they are willing to move outside of San Francisco to live in other affordable housing (see Figure 17).

FIGURE 17: CLIENT-REPORTED WILLINGNESS TO MOVE OUT OF SAN FRANCISCO (SOURCE: SURVEYS)



In addition to asking if clients would be willing to leave San Francisco for other affordable housing, the survey provided space for respondents to identify why or why not. The most common reason tenants gave for wanting to stay in San Francisco was that they like it here, with medical and age concerns coming in second (see Figure 18).

FIGURE 18: REASONS CLIENTS CHOOSE TO REMAIN IN SAN FRANCISCO (SOURCE: SURVEYS)

Reason for Staying	#	%	Example
Like it Here	37	35%	"I think here is my best available option to achieve my cleanliness, safety, and comfort goals."
Medical/ Age	16	15%	"Because my husband is permanently disabled and all of his doctors are here."
Other	11	10%	
Employment/ Education	10	9%	"My job and my son's school are both located in the city."
Convenience	10	9%	"Convenient part of the city with good public transit."
Home town	8	7%	"I was born here, I intend to die here. No economic hardship, life situation, or natural disaster will alter that."
Resources/ Services	8	7%	"I would not move out of SF because most of the community resources are located here in the city."
Family/ Support	7	7%	"Feel safer in SF. Family and friends live here."
Total Reasons Provided	107		

Responses for why clients would be willing to move out of San Francisco could not be categorized as distinctly as those for why clients desire to stay, with just 49 total responses. However, issues of cost and the availability of affordable or subsidized housing did rise to the top. Several respondents mentioned wanting better, healthier or safer conditions for themselves and/or their children. Some simply do not have an attachment to San Francisco and see change as a potentially positive thing. Ambivalence about moving was apparent in a number of responses, with at least seven noting that moving would "depend" on certain factors, such as medical care being covered, affordable housing or jobs being available, or only as a "last resort."

County benefits, such as CAAP, do not transfer with a client if s/ he moves outside San Francisco; yet, only one client noted that s/ he did not want to leave San Francisco because s/ he "would lose too many benefits." Some may have implied concern over loss of benefits with comments about their "services" being in San Francisco, but it is unknown from these responses how much this factor influenced the more than 60% of respondents who indicated they were willing to move outside of San Francisco.

BARRIERS TO CLIENT TRANSITIONS

As seen above, motivation is a primary barrier to transitioning out of supportive housing. Sometimes, this lack of inclination goes further. Leaving would be challenging, and presents a risk of failure. If the client is successful in remaining stably housed with the supports provided at the current unit, it makes sense to many (including their case managers) to stay put.

However, most of the case managers interviewed stated that they have clients who do want to move out of supportive housing. Those clients may see their current setting as a stepping stone, or they may not like the neighborhood or lack of private facilities in the building (e.g., few units have private bathrooms or kitchens). Even clients with the motivation to leave the building face many barriers.

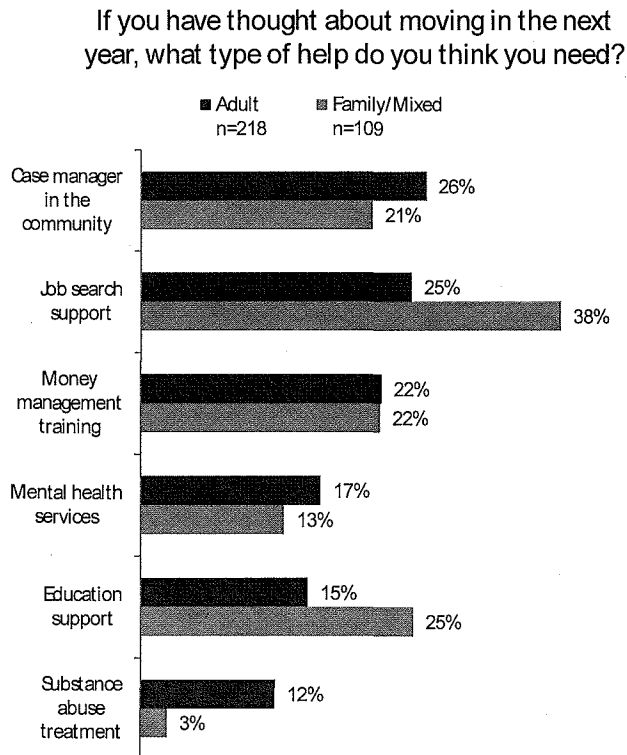
Top among these is the application process for affordable housing. According to several case managers, low literacy levels and difficulty navigating complex systems can make getting on waitlists and staying on these lists extremely challenging for clients. One case manager noted that she worked with one client for two years and supported that client with filling out 25 forms before he was able to transition to other stable housing. This takes time that most case managers do not have, and it takes persistence from the client that can feel hopeless at times. Another case manager commented that only the highest functioning clients are able to see this process through. Luck may also be a factor, as at least two case managers noted.

Of course, a lack of affordable housing options, particularly for clients on fixed incomes, is a primary barrier to successful transitions. On top of this, many clients do not have the financial planning skills to save enough for move-in costs or to manage monthly rental payments. In fact, according to case managers, having a stable income and money management skills is one of the greatest commonalities among clients able to successfully transition to other housing (second only to clients moving to be closer to family).

SERVICES NEEDED TO SUPPORT TRANSITIONS

Survey respondents who considered moving in the next year were asked what type of help they think they would need to facilitate the move. Of the six areas listed, the most common selection for respondents in Family/Mixed housing was “job search support” at 38%. The top selection for Adult respondents was “case manager in the community” at 26% but “job search” was a close second at 25% (see Figure 19). “Substance abuse treatment” was the least common selection for both Family/Mixed (3%) and Adult respondents (12%).

FIGURE 19: SUPPORT CLIENTS WOULD NEED TO TRANSITION TO OTHER HOUSING (SOURCE: SURVEYS)



In a survey delivered to case managers prior to the interview, they were asked to rank factors most influential in helping clients transition to other stable, non-supportive housing. According to the survey, availability of housing that is affordable for tenants on fixed incomes is critical to their success in such transitions with 75% of case managers ranking it either first or second in importance. Employment or education gained while in supportive housing also plays a key role, which aligns with comments made by case managers in interviews, stating that a stable income and money management skills are necessary for client success in finding other housing.

Some variation exists in responses by case managers in Adult housing sites compared to those in Family/Mixed sites. While availability of affordable options remains the top factor, case managers at Family/Mixed ranked attainment of employment or education equally, and two of the four case managers ranked family support as one of their top two choices. Case managers at Adult sites saw family support as much less influential, with just one of the eight case managers ranking it first or second. Instead, case managers at Adult sites ranked employment or education attained while in housing on par with linkage to services while in housing.

Case managers that listed "other" factors in their array of choices provided the following examples:

- Having wrap-around medical/mental health services
- Specific needs clients might bring to case managers
- Having outside mental health and/or substance abuse services
- Having a history of stable employment and housing

These examples indicate that linkage to community-based support services may be more influential than noted quantitatively.

CLIENT EXITS

Despite the barriers noted above, some clients do exit supportive housing. Data on all HSA supportive housing clients shows that 489 Adult clients (13%) and 33 Family/Mixed clients (6%) exited housing during FY12-13.³³ The Controller's Office examined the characteristics of these exits to identify trends and ascertain the impact of support services on client outcomes. Administrative data identifies the majority of exits as "stable," but the case file reviews provide additional context, showing that the actual outcomes for many clients is unknown. Additionally, the case files indicate that case managers may have limited engagement with exiting clients, whether the exits are positive or negative.

DEMOGRAPHICS

The average length of stay for clients who exited both Adult and Family sites is over five years. The gender, age and ethnicity demographics of the exiting population generally correspond to those in the supportive housing population as a whole, with a few small exceptions. While 18% of Family/Mixed clients are Latino and 12% are Asian American, only one Latino client and one Asian American client exited Family/Mixed sites in FY12-13 (each representing 3% of exiting clients). Alternately, younger Family/Mixed clients are underrepresented in the exiting client data, with just 10% of clients 19-24 exiting compared to 19% in the total Family/Mixed population.

³³ This does not include children residing with their parents in Family units. The total number of individuals exiting Family/Mixed housing inclusive of children is much higher, but unknown, as the data requested did not include information about children.

EXIT TYPES

Exits from Adult sites vary greatly from Family/Mixed exits. Five of the fourteen Family/Mixed exits (36%) were for moves to other subsidized housing, which may include transfers to other HSA supportive housing units. In contrast, just 3% of Adult clients exited to other subsidized housing. Clients at Adult sites are more likely to have a "negative" exit than those at Family/Mixed sites. Nearly a quarter of all Adult exits are a result of eviction, as compared to 12% of Family/Mixed exits. Additionally, many of the 17% of Adult exits labeled "Other" could be construed as negative, as the reasons provided by programs include abandonment, "left voluntarily, no housing," and "emergency shelter."

FIGURE 20: REASONS FOR CLIENT EXITS, FY12-13 (CLIENT DATA)

Reason for Exit	Adult	Family/Mixed
Evicted or Received Notice of Eviction	23%	12%
Moved to Other Housing (type unknown) ³⁴	20%	0%
Other ³⁵	17%	0%
Died	15%	9%
Moved in with Family or Friends	10%	6%
Moved for Unknown Reasons	8%	9%
Moved to Non-Subsidized Housing	5%	6%
Moved to Other Subsidized Housing	3%	58%

HSA uses a "stability measure" to assess outcomes for its clients. The stability measure asks providers to report the percentage of clients who either remained housed in their unit, or moved but left in good standing (e.g., not evicted, or left without owing back-rent). The stability measure would generally count all reasons for exit above, except for Evicted and Other, as "stable" exits.

The Controller's Office expected case file reviews to provide additional context to these generic reasons for exit, but found that the outcome of many "stable" exits remained unknown. Clients are not required to leave a forwarding address, and many exit without sharing their destination, leaving programs unable to document whether or not the exit is truly "stable."

The Controller's Office reviewed 85 case files of clients who exited supportive housing between July 1, 2013 and April 30, 2014,³⁶ and identified three basic categories for exits:

- Positive: other supportive housing, subsidized or affordable housing, market rate housing, moved in with family/friends, other housing of unknown type
- Negative: eviction, abandonment, jail
- Higher Level of Care: inpatient medical care, inpatient mental health care, residential substance abuse treatment

³⁴ This category was added after data submission by providers to account for non-coded responses such as "moved to other housing."

³⁵ Per notes in the data provided by programs, "Other" includes: Abandonment; Hospital; Inpatient Treatment; Jail; Left Voluntarily Unknown/Refused; Left Voluntarily No Housing; Non-Tenant, move-out under 32 days; Substance Use Treatment; Hospice; Residential Treatment; Relinquishment; Emergency Shelter; Over Income Limit; Higher Level of Care

³⁶ Demographics for the clients represented in the case file review are located in Appendix E.

At both Adult and Family/Mixed sites, there were more positive exits than negative, though a closer look at the factors involved in each exit may call this high-level assessment into question, as discussed in more detail below.

FIGURE 21: EXIT TYPE DESCRIPTIONS (SOURCE: CASE FILES)

Exit Detail	Adult	Family/ Mixed
Positive		
Moved in with Family/ Friends	21%	7%
Moved to Other Housing - Type Unknown	14%	7%
Moved to Subsidized or Affordable Housing	8%	7%
Transferred to Other Supportive Housing	6%	29%
Moved to Market Rate Housing	0%	7%
Sub-Total	49%	57%
Negative		
Evicted	34%	29%
Abandonment	6%	7%
Jail	1%	0%
Sub-Total	41%	36%
Higher Level of Care		
Hospital or Inpatient Medical Treatment	6%	7%
Residential Substance Abuse Treatment	3%	0%
Inpatient Mental Health Treatment	1%	0%
Sub-Total	10%	7%

EXITS FROM ADULT SITES

Positive Exits

The Controller's Office reviewed 35 case files for clients at Adult sites making positive exits to other housing:

- 15 (43%) moved in with family/friends
- 10 (29%) moved to other housing, type unknown
- 6 (17%) moved to subsidized or affordable housing
- 4 (11%) moved to other supportive housing sites

There was one potential case of a client moving to market rate housing, but the type of housing could not be verified through the case notes, and has been listed as "moved in with family/friends." There may be other residents that moved to market rate housing within the "other housing, type unknown" category, but based on the case file notes for each of those tenants, this is unlikely.

Of the 35 positive exits, the case files indicated the following major factors for leaving:

- 11 (31%) upgraded, including moving to Section 8 housing, other affordable housing, a more preferred or larger supportive housing unit, or a senior housing unit.
- 11 (31%) were unknown. The case files do not provide sufficient detail to show where the tenant went, whether they were stable, and/or what spurred the tenant's desire to move.
- 7 (20%) left for health, family or other reasons, such as to be closer to a daughter or return to a home-country.
- 6 (17%) left due to rent issues, such as moving home with family due to difficulty paying rent.

Though these are "positive" exits and not evictions, many tenants faced the threat of eviction at some point during their tenancy. Within these 35 charts reviewed by the Controller's Office, 13 (37%) included notations of case manager contact related to non-payment of rent or eviction prevention services. This ranged from occasional letters to clients requesting that they pay their rent on time to referrals to nonprofits providing rental assistance services for outstanding debt that could lead to eviction. As stated above, inability to pay rent was a major factor in the move-out for at least six of the positive exits.

Negative Exits

Of the 29 negative exits from Adult housing sites (i.e., eviction, abandonment or jail), most (76%) occurred within three years of entering housing, with 17% (or five exits) occurring in under one year of entering housing. The average length of stay for tenants with a negative exit was 2.6 years.³⁷

Behavioral health was a major contributor to evictions from supportive housing. Of the 29 negative exits, mental health and/or substance abuse contributed to nonpayment evictions, nuisance evictions or jail time in 14 (48%) cases.

These behavioral health challenges faced by clients also contributed to income instability. CAAP discontinuances appear regularly in client case files (including those with positive exits and those without behavioral health concerns). Seventeen (59%) of the 29 tenants with negative exits received CAAP at the time of entrance into the building, and five of these individuals experienced CAAP discontinuances that contributed to their eventual eviction for non-payment.

Once a case entered formal eviction proceedings, most case files showed a lessening in case management support. While case managers generally cannot discuss legal disputes with tenants, there is no legal barrier to continuing to offer other support services. However, given that eviction proceedings would likely be a primary challenge for the client at that time, it may cause clients to become resistant to outreach attempts, though case notes rarely documented any outreach attempts during these times.

Moved to a Higher Level of Care

Seven (10%) clients in Adult sites left their units for a "higher level of care," including inpatient medical treatment (four), residential substance abuse treatment (two) or inpatient psychiatric treatment (one). Three clients eventually went to Laguna Honda Hospital for skilled nursing care due to complex medical conditions. In one case, the chart shows that the client was eventually evicted from her unit due to non-payment during her hospitalization.

Case manager involvement varied in these cases where tenants required higher levels of care. For example, one client's file shows significant navigation by the case manager as s/he supported the client to address his substance abuse and seek treatment. In another, the client had minimal involvement with case managers, and substance abuse was not noted anywhere in the chart except in the exit paperwork listing residential treatment as the exit location.

³⁷ Analysis of data from the larger population of supportive housing clients does not show a similar correlation between short length of stay and negative exit.

EXITS FROM FAMILY/MIXED SITES

The Controller's Office reviewed 14 case files from Family/Mixed sites. In four cases, the files related to individuals living alone in their units. In another two cases, the files were for an adult child moving out of the unit while others in the household stayed. The remaining eight case files related to family units of varying sizes, though in two, the children had left or been removed by the time of the exit.

The small number of exits from Family/Mixed sites limits trend identification, but the characteristics of these cases can illustrate the variety of experiences of clients in these units. Exits from Family/Mixed sites can be divided into four categories, as shown in the table below.

FIGURE 22: SUMMARY OF FAMILY/MIXED SITE EXITS (SOURCE: CASE FILES)

Exit Category	Number of Households	Length of Stay (range)	Exit Descriptions
Stable Exits	4 Households	2.8 - 11.4 years	<ul style="list-style-type: none"> Moved to skilled nursing facility - dementia Moved out of the country Moved to market rate housing Transferred to other supportive housing site
Adult Child Exits	2 Households	11.2 - 11.3 years	<ul style="list-style-type: none"> Adult child moved out, while parent retained unit (2)
Unit Downsizing	3 Households	6.0 - 14.2 years	<ul style="list-style-type: none"> Moved to smaller supportive housing unit, child living elsewhere Moved to smaller supportive housing unit, child removal - substance abuse (2)
Negative Exits	5 Households	2.2 - 13.1 years	<ul style="list-style-type: none"> Non-payment eviction - behavioral health related Non-payment eviction - job or subsidy loss related (2) Nuisance eviction - behavioral health related Abandonment - criminal activity related

Though an initial review shows that nine of the 14 (64%) exits were "stable" in that the tenant retained housing of some sort, a deeper reading of the files illustrates the complexity of these families' lives. In three cases, the adult tenants were required to move to smaller units due to reduced household size. In two cases, Child Protective Services removed the children from their homes because of the parents' substance abuse. In the third, the child lived with a grandparent while the mother dealt with health-related hospitalizations.

While the adult children that exited from their parents' units seemed to have identified exit locations, the reasons for the exits were not definitively positive (e.g., one may have been "kicked out"), and their housing stability is unknown.

Tenant engagement with case management services varied from active acceptance of services to outright resistance to services, but this level of engagement has minimal correlation with the type of exit the tenant had from the site.

For example, one family generally participated in the site's monthly check-in meetings during their six years as tenants, sharing various challenges and requesting services such as counseling, though it is unknown if the family took advantage of the counseling referrals offered. However, in the final year of tenancy, case notes indicate that the parents' substance abuse escalated, contributing to their eventual eviction. Alternatively, an adult tenant regularly reported "no needs" at the monthly check-ins, and eventually moved to the Philippines to follow up on a business opportunity with no involvement by a case manager.

CASE MANAGER INVOLVEMENT WITH CLIENT EXITS

As noted to in the sections above, levels of case manager engagement varies widely, and case files did not demonstrate that case managers had any significant involvement with positive exits.

Indeed, case managers themselves indicated that they do not focus on client exits in their work. Nearly all of the case managers interviewed post or provide information about other housing options for clients, but only a few go beyond these basic steps. This holds true for Section 8 vouchers and public housing. While some clients have received Section 8 housing through involvement in Child Welfare Services or because of a disability, several case managers noted that most clients do not have the patience to sit on a waitlist and others do not have the ability to retain the paper-based documents needed for the extensive application process. For this reason, notifying and supporting clients with Section 8 applications is generally not a priority for most case managers interviewed.

While all case managers interviewed provide basic housing information, several case managers expressed that encouraging client transitions was not a priority in their work with clients. These case managers stated that, while clients may indicate an interest in moving to other housing, most fail to follow-through with the work that is needed to find a new home. As one case manager noted, often an event at the site, such as a conflict with another tenant or with property management, inspires the initial interest, but this brand of instigation cannot sustain a prolonged housing search.

Only two case managers indicated that they increase or significantly change their work with clients who express interest in moving to other housing, while eight case managers stated that they provide necessary referrals and information, but leave the bulk of the work of securing new housing to the client. As a caveat, one case manager noted that this type of work begins when the client first moves into supportive housing. The case management process focuses on helping the client develop successful patterns of behavior, such as paying rent on time. As part of this, some case managers try to help clients see the connection between their behaviors and potential for eviction. For example, if a client fails to pay rent, but expresses an interest in moving to other housing, the case manager may work with him to explain that failure to pay rent is cause for eviction in market rate and other housing.

REFERRALS PRIOR TO EXITS

None of the case managers at the 13 buildings where the Controller's Office conducted case file reviews used a referral log or other structured instrument to track new and ongoing referrals made to clients or the outcome of those referrals. Instead, the Controller's Office read case notes in each chart to identify instances when the case manager documented assessing a need and providing resources to the client. It is possible that case managers delivered referrals without noting it explicitly in the chart, so the figures below may not be complete. Additionally, though case managers may indicate that they provided information on a particular service to a client, case managers seldom noted follow-up on the referral or the outcome. These limitations in the charts should be weighed against the findings offered below.

It should be noted that some tenants have case managers outside of their building, and may be receiving referrals and support from another source. Some charts indicated that the building case manager checked in with a client on referrals made by another provider.

Using the case notes, the Controller's Office documented whether a client who exited in FY12-13 received a referral in a variety of common categories within the last year. Of the 71 reviewed exits from Adult housing sites, 27 (38%) had no documented referral in their charts in the year prior to departure, including 37% of those with positive exits and 45% of those with negative exits.

The most common type of referrals made relate to housing retention issues, with 14 individuals (20%) receiving eviction prevention or rental assistance referrals and 14 individuals (20%) receiving advocacy with property management (such as mediating a nuisance complaint). Ten individuals (14%) received benefits advocacy, which could include helping a tenant apply for SSI or could relate to outreach and support in light of a CAAP discontinuance.

In contrast, just two (12%) of the tenants that moved out of Family/Mixed buildings received no referrals in the final year of housing. The majority of referrals made were for property management advocacy, with ten of the 14 exiting clients or families (71%) receiving some type of advocacy. Six clients (43%) received resources for food (generally connection to a food pantry), and five (36%) received referrals for subsidized housing. None of the tenants exiting Family/Mixed sites received a referral for benefits advocacy, representative payee services, In-Home Supportive Services, or household goods or clothing in the final year of housing.

The Controller's Office hypothesized that referrals might increase closer to a client's exit, whether positive or negative, as that client received assistance with moving out, and compared referrals in the final quarter to those in the final year to determine if this correlation exists.³⁸

FIGURE 23: CLIENTS WITH NO REFERRALS IN FINAL QUARTER PRIOR TO EXIT (SOURCE: CASE FILES)

Exit Type	Adult	Family/ Mixed
Positive	60%	38%
Negative	45%	20%
Higher Level of Care	86%	0%
All Clients	58%	29%

Instead, the Controller's Office found that 40 of the 71 Adult clients that exited (58%) received no referrals in the final quarter of their stay. Six of the seven clients requiring a higher level of care received no new referrals in the final quarter. The case manager for one of these clients made frequent contacts during the hospitalization, but the client was not responsive to the case manager's outreach and did not accept services. In the other cases, case managers documented few contacts and no referrals prior to the clients' moves to inpatient or residential treatment.

Four exiting Family/Mixed tenants (29%) received no referrals during their final quarter at the site. However, in contrast to Adult sites, most of the tenants with negative exits received both eviction prevention and property management referrals within three months of their exit from the building.

It may be that clients with positive exits are less likely to require services and referrals immediately prior to exit because these clients are generally more stable and able to address their needs without significant intervention or support. This would suggest that clients with negative exits would have a greater need for

³⁸ See Appendix E for a full description of referrals made in the final year and final quarter.

referral immediately prior to exit, though nearly half of these received zero referrals during this unstable time period.

FIGURE 24: REFERRALS IN FINAL QUARTER PRIOR TO EXIT (SOURCE: CASE FILES)³⁹

Referral Type	Adult (71)	Family/Mixed (14)
None	40	4
Eviction Prevention/Rental Asst.	10	5
Property Management Advocacy	7	7
Subsidized Housing Resources	6	4
Mental Health	7	2
Utility Assistance	6	0
Household Goods or Clothing	4	0
Other ⁴⁰	3	0
Substance Abuse	2	1
Benefits Advocacy	2	0
Food Insecurity	1	1
Job Placement / Employment Svcs.	1	1
Socialization	0	2
Health Care	1	0
Representative Payee Svcs.	1	0
Unsubsidized Housing Resources	1	0
Job Search	0	0
IHSS	0	0

Mental Health

There was a small uptick in the number of individuals receiving referrals for behavioral health (mental health and substance abuse) in the final quarter in relation to the final year of housing. In three of the nine cases of behavioral health referrals, case managers referred individuals at risk of eviction to the Behavioral Health Roving Team, an HSA-funded program that conducts assessments and intensive case management for individuals with severe mental health and substance abuse problems.⁴¹ In all three of these cases, the result was an eviction that same quarter.

Given the number of clients with mental health and substance abuse conditions impacting their tenancy, the low number of referrals in these areas is eye-catching, but in interviews, some case managers indicated these are the areas of highest resistance for clients, meaning potentially undocumented outreach on these topics might have been rebuffed. However, case notes for certain clients showed escalating mental illness, including violent outbursts, with no behavioral health intervention sought by the case manager.

Though the charts for the exiting clients at Family/Mixed sites did not reveal the same degree of mental health and substance abuse issues as those at Adult sites, there were at least five tenants with behavioral health

³⁹ Number indicates at least one referral made to a client in a category. Except for "None," which is an unduplicated count of clients with no documented referrals, clients may be duplicated among referral types if they received multiple referrals.

⁴⁰ "Other" referrals were commonly related to legal matters, such as restraining order or child custody issues.

⁴¹ Only select buildings (5 within the sample used in this study) have access to the Behavioral Health Roving Team services.

needs noted on an initial intake or elsewhere in the chart. In three cases, the most severe, case managers provided referrals for substance abuse or mental health treatment in the last quarter.

Eviction Prevention

Given HSA's mandate to conduct outreach when a tenant displays any signs of housing instability, the Controller's Office expected that clients with negative exits would have a higher rate of referrals to agencies that support clients with eviction prevention, such as the Eviction Defense Collaborative or Catholic Charities, which provide rental assistance to help with back-rent as well as legal assistance during eviction proceedings.

Charts often documented that case managers attempted outreach about these matters, usually by putting a letter in the client's mailbox encouraging the client to come to the office to discuss it. It is unclear what other types of outreach may have been made but not documented. The Controller's Office found just nine instances of clients with negative exits receiving an in-person referral for eviction prevention or rental assistance, or 31% of evicted tenants.

It is important to point out that many buildings have separate property management offices with their own records for tenants. Property management staff members often make their own referrals to eviction prevention services. This would not eliminate the requirement that case managers document outreach to clients showing signs of housing instability.

In some charts, casual and formal contacts diminished during the months leading up to an eviction. In 11 of the 29 negative exits from Adult sites (38%), there were no formal or casual in-person contacts noted in the case files in the final three months of housing (though a couple of these charts noted unsuccessful outreach attempts, most had no notes at all). The legal proceedings can take several months, and it is reasonable to assume that clients would be less willing to engage with building staff to request or receive other services during that difficult time. There was very little documentation of effort by case managers to overcome this possible resistance and deliver other necessary services unrelated or auxiliary to the eviction.

Housing Resources

Nine individuals (13%) received a referral about subsidized or unsubsidized housing in their final year. In many cases, the chart notes show that the client addressed their housing needs without the building case manager's support.⁴² No case managers noted referrals to temporary housing or shelter for clients with impending evictions. Clients may have received such referrals from external sources, such as an eviction prevention services, though case files have no record of case manager inquiry about these client needs.

Parenting Services

Though most tenants at Family/Mixed sites have one or more children, few referrals related to parenting needs. No charts documented referrals for parenting courses or childcare. Several charts indicated Child Protective Services involvement with a family (including two cases of child removal), but building case managers did not document active work with families on parenting needs.

As a caveat to this finding, parenting work with clients often takes the form of modeling behaviors during family gatherings such as community meals. Case managers at family sites highlighted these occasions during interviews. Also, the scale of this review should be reiterated. Given that the Controller's Office only examined 14 Family/Mixed charts, it is possible that targeted parenting linkage and referral activities occur but did not make it into this sample.

⁴² Case managers might have noted that they passed out flyers or announcements about housing opportunities to all tenants, but this was not counted as a referral unless the case manager individualized the outreach.

SHOULD SERVICES BE MANDATORY?

Participation in the support services offered at each building is voluntary for all clients, as noted above. In discussions with case managers about how and why clients seek out and use services, another question arose in several of the interviews: should services be mandatory?

This question was not on the official interview protocol, and not all case managers discussed this issue during their interview. However, three of the case managers suggested that perhaps some services should indeed be required for tenants placed in housing by HSA. It may be notable that all three of these case managers work at Family/Mixed sites.

One case manager discussed the need for consistency to help stabilize clients' lives. This might include attending regular meetings with a service provider, creating and complying with goals, and taking the steps necessary to achieving independence.

Some clients may need a push to take difficult steps, like addressing a mental health condition, signing up for a job training program, or attending substance abuse counseling. Making all services voluntary means clients may choose complacency over challenge, or may only use services for crises rather than long-term change.

During at least one interview at an Adult site, the question of mandating services also arose. Though the case manager at the site thought some clients were stable enough to work on deeper issues, she noted that few of them approached her to do so, despite her outreach. However, when the issue of requiring services arose, she stated that this would not be appropriate.

Clients come to supportive housing from homelessness. Another case manager compared the behaviors of formerly homeless clients as "PTSD symptoms" created by living on the street for long periods. These clients have had significant trauma. On top of that, many struggle with mental illness, substance abuse, physical or cognitive disabilities, and/or other issues that make maintaining a stable lifestyle challenging.

The Adult site case manager that did not approve of mandating services indicated that requiring compliance with a service plan could potentially lead to more evictions. With requirements come consequences for failure to comply. Many clients, given the challenges listed above, would be unwilling or unable to follow through, which could lead to an eviction or their choosing to leave housing. This case manager prioritized housing above mandated services.

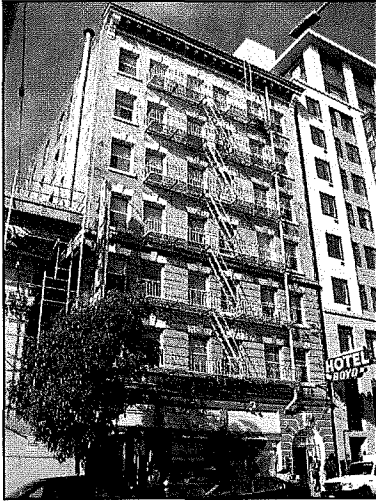
Mandating support services is counter to the Housing First model HSA has adopted, which does not condition housing on participation in other activities. However, given the mixed opinions on this issue, it merits further discussion. Is there a time frame, e.g., after a client has been stable in housing for a year or more, when they must commit to addressing other issues that would allow them to live without on-site crisis management services? Or alternately, is there a way to "incentivize" services geared toward self-sufficiency (e.g. through small rent reductions or special building privileges) rather than mandating them? Participation in support services can improve the quality of life of supportive housing clients, and HSA, in partnership with service providers, should consider how to increase client engagement in these services.

STABILITY VS. SELF-SUFFICIENCY

HSA prioritizes its goal of client stability with its providers by creating a “stability measure” to track outcomes. The measure focuses on housing retention, but not necessarily client self-sufficiency. In general, providers have been successful in meeting these stability goals, with just 3% of clients at Adult sites were evicted in FY12-13 and 1% from Family/Mixed sites. Keeping the eviction rate low is a challenging task given the extensive needs of this vulnerable population, and it speaks to the successful stabilization work provided by case managers. Perhaps because of the emphasis HSA has placed on stability, programs prioritize crisis stabilization over long-term work with clients on housing, employment, or other self-sufficiency goals.

In addition to the funding realities that guide this prioritization – HSA funds staffing ratios that do not allow for significant self-sufficiency activities on the part of case managers – in interviews, many case managers noted that client motivation also plays a role. They indicated that a client will follow through with service referrals while in crisis or to fulfill basic needs, but often do not have the skills or inclination to follow through on a long-term service plan after the initial crisis has been addressed. Thus, case managers are often left supporting

clients to address immediate needs (e.g., housing retention) but are unable to work on deeper issues (e.g., mental health stabilization).



In particular, one case manager described client needs as cyclical, with one client experiencing a crisis and then stabilizing just as another client fell into his or her own crisis. This type of cycle means that a case manager performs more crisis management than case management, and it leaves some clients, those without urgent or visible needs, with less attention from the case manager. At least two case managers stated that they have a small number of clients that are stable and high-functioning and, with some dedicated support, could potentially move to non-supportive housing. However, both these case managers also stated that they were too busy managing crises to focus on those stable individuals enough to prepare them for non-supportive living.

Building tenants have mixed levels of need. Some case managers indicated that this can be helpful in modeling self-sufficiency to

less stable clients. However, because client crises can take up significant case manager time, most case managers spend time on triage rather than supporting more stable clients in building additional self-sufficiency.

RECOMMENDATIONS

The Controller’s Office noted significant benefits of HSA’s permanent supportive housing program. Housing retention is quite high, as is stability. For such a high-need population, an eviction rate of just 1-3% is surprisingly low and testament to the work case managers do to support clients in their buildings. Additionally, the DPH trend data showing decreasing utilization of urgent and emergent services upon being housed is quite promising.

The recommendations offered below are not intended to indicate the program is not fulfilling its mission. Rather, they are intended to enhance this strong and established program through directional shifts, improved guidance and expectations, and further exploration of client needs.

RECOMMENDATION 1.0 – SERVICE PROVISION

1.1 Strategically Deploy Services. HSA should ensure that clients have the services they need at the time they need them by strategically deploying services throughout the supportive housing population. Using economies of scale, HSA should develop a system of roving services that can fill both clinical and self-sufficiency service gaps. For example, it may not be appropriate to conduct broad outreach about employment opportunities at every building, particularly as some buildings may house a majority of clients on disability and unable to work. Instead, roving teams can target services toward relevant populations, providing deeper levels of support than the on-site case manager may be capable of.

1.2 Address Self-Sufficiency Service Gaps. HSA should work with its providers to broadly assess the level of need among its clients in service areas related to building self-sufficiency and explore ways to leverage existing resources to fill the gaps identified earlier in this report. Discussion of services gaps can be found in the “Case Management Support and Service Utilization” section above. Roving services mentioned in Recommendation 1.1 may be particularly effective in filling these gaps.

1.2.1 Education and Employment Services: The proportion of clients able to take advantage of these types of services is currently unclear, as is the specific level of need. For example, most clients receiving SSI are disabled and unable to work and would not benefit from employment services. Such services would need to be targeted toward those with employment potential, and more research is needed to identify the scope and scale of need. HSA offers employment services for its CAAP, CalWORKs and Jobs Now clients. One solution may involve enhancing the coordination and linkage between HSA employment counselors and building case managers.

1.2.2 Housing Specialist: HSA should consider creating a roving housing specialist to support clients in learning about and applying for new housing opportunities and managing application materials and documentation. A model exists: the central intake agency for family shelters in San Francisco employs a housing specialist to do intensive re-housing work with homeless families. This model could be expanded to serve supportive housing clients as well.

1.2.3 Senior Services: Given the number of senior and disabled clients, utilization of IHSS is lower than expected. HSA should explore what the barriers to IHSS enrollment might be, and enhance outreach about the service to building case managers. Additionally, HSA should assess what senior services are most needed and what services are available in the community already. Where services exist, HSA should coordinate appropriate linkages between programs. Where gaps exist, HSA should explore means for addressing client needs.

1.2.4 Parenting Services: HSA should assess needs in this area, identify and leverage existing resources, and explore ways to address any gaps.

1.2.5 Other Self-Sufficiency Services: In addition to the services described above, other self-sufficiency services include money management, life skills, etc. HSA should assess needs in this area, identify and leverage existing resources, and explore ways to address any gaps.

1.3 Address Clinical Service Gaps. HSA should enhance the clinical support provided at its housing sites. While the new tier system (see Introduction) attempts to address issues of skill mix and level of need at sites through case manager ratios for sites with higher-need clients, even the more diverse buildings have clients with highly complex behavioral health and medical issues, often beyond the skill level of case managers assigned to those sites. HSA should address this by exploring the two recommendations offered below. Expanded Medi-Cal enrollment through the Affordable Care Act may provide some funding opportunities for both recommendations.

1.3.1 Behavioral Health Roving Team Expansion: This service is currently only budgeted for certain buildings with lower levels of service on-site. Given expanded access to healthcare coverage, including behavioral health services, it should be expanded to additional sites to further support case managers with addressing client crises and ongoing behavioral health care.

1.3.2 Roving Nursing Services: One building had a successful partnership with Samuel Merritt University's nursing program, with nurses stationed at the building for a six-week "community health" rotation. The case file review showed evidence of these nurses providing therapeutic support to one elderly client, resulting in her decision to move in with her daughter to alleviate her isolation. A roving nursing program could also help with medication management issues, preventative care, and referrals when a patient's medical concerns merit further treatment. The medical system is particularly complex, and roving nurses could help build trust and comfort and support the more appropriate utilization of medical care. The Behavioral Health Roving Team includes medical support, but as noted above, this service is limited to crisis intervention at specific buildings. A nursing program could support preventative care, medication management, and other non-crisis nursing needs.

RECOMMENDATION 2.0 – SERVICE QUALITY AND EFFECTIVENESS

2.1 Strengthen Service Expectations. HSA should clarify and strengthen its expectations about service delivery. Some new service delivery requirements have been implemented through the Tier system, and HSA should use that framework to help providers understand how it expects services to be delivered, primarily in the two areas below.

2.1.1 Outreach: Outreach is required upon move-in and at signs of housing instability. In many cases, case files showed that this outreach consisted solely of written notices left at a client's door. Such minimal attempts at outreach should not be considered sufficient, and case notes should also indicate other actions the case manager takes to engage the client about any housing instability, any resistance encountered, and how the case manager attempted to counter that resistance. HSA should provide additional guidance about these expectations to all service providers to ensure clients receive the necessary support, and enforce these standards through its case file reviews.

2.1.2 Eviction-Related Services: Case file reviews showed very little evidence of supportive services offered during eviction proceedings, though clients remain eligible for support services unrelated to the eviction. For example, referrals related to shelter or alternate housing, as well as linkage to other community-based support services would all be appropriate.

2.2 Strengthen Documentation Expectations. HSA should clarify and strengthen its expectations about documentation of services. Some new service delivery requirements have been implemented through the Tier system, and HSA should use that framework to help providers understand how it expects services to be documented. The two recommendations below provide examples of guidance HSA should consider

implementing to enrich the documentation by providers. HSA should engage providers in discussions about these recommendations and other options for ensuring and documenting client outcomes.

2.2.1 Referral Log: Each case file should include a referral log that tracks specific referrals provided, reason for the referral, and outcome of the referral. HSA should determine standards to assess success, and enforce standards through case file reviews.

2.2.2 Documenting Resistance: If clients are resistant to accepting services, case notes should document the resistance, and how the case manager attempted to counter that resistance. HSA should provide additional guidance to providers to ensure clients receive the necessary support.

2.2.3 Assessments and Service Plans: HSA has mandated that Tier IV and V buildings must conduct an assessment and create a service plan for clients. HSA should continue to assess the effectiveness of service plans, and consider providing guidance on required assessment areas (e.g., household needs, health care, education and employment, financial stability, etc.). Guidance should also relate to the level of detail required in case files necessary to show the activities and progress of case managers and clients in addressing any goals identified in the service plans. HSA and community providers should also consider what standards are appropriate for case management at supportive housing sites. HSA should consider the purpose of case management in these settings. A lack of engagement by clients has created a de facto “emergencies only” role for case managers, who focus their energies on triage with little ongoing “maintenance” work. Targeted roving teams may help address some service gaps, but HSA and its partners should continue to discuss the appropriate focus for on-site services.

2.3 Conduct Program Effectiveness Audits. HSA should conduct regular Program Effectiveness Audits. HSA currently conducts regular case file reviews to establish whether contracted providers are in compliance with regulations, e.g., outreach within first 60 days of move-in, etc. These audits do not address program effectiveness or assess outcomes for clients beyond stability. If a referral log is included in the case files, HSA can begin to understand the tangible impact of case managers on the lives of building tenants. With clarified guidance on documentation requirements and contact, HSA can assess whether case managers are engaging with clients appropriately to address housing instability, and whether they are helping clients move from stability to self-sufficiency. It is important to note that implementation of this recommendation would require additional definition within contracts, and would also require HSA staff time to conduct the monitoring, which would incur a cost.

RECOMMENDATION 3.0 – PROGRAM ADMINISTRATION

3.1 Create a Housing System Database. HSA should establish a database to track housing program clients and outcomes.

HSA is piloting a “Coordinated Assessment” tool. This is a single database tool that will be used to identify and prioritize clients for available housing placements (longest homeless, chronic homeless, most vulnerable, etc.). It is being piloted with the Shelter+Care Program but has no connection with supportive services in housing once someone becomes a tenant. HSA also uses the Homeless Management Information System (HMIS) to gather limited information about clients accessing homeless and housing programs.

While HSA tracks unit availability, there is no structured tracking and maintenance of client-level data in the permanent housing system. In order to conduct this study, the Controller’s Office needed to request client

data from each housing provider separately. In addition to the level of effort required to request the data, this method resulted in several duplications as clients moved between housing sites within the year.

Particularly as the City's investment in supportive housing grows, tracking the effectiveness of services and client outcomes gains greater importance. Other City departments require nonprofit contractors to provide client-level data on a regular basis (e.g., DPH, Department of Children, Youth and Their Families).

If feasible, HSA should expand the functionality of an existing system (e.g., HMIS) to track clients throughout the housing program, including transitional housing, supportive housing, and housing subsidy programs. Some providers still use paper charts, while others have established internal databases for tracking clients, and stakeholders should be included in the development or expansion of a database to ensure smooth roll-out and to mitigate duplication of effort, as possible (e.g., field matching to streamline file uploads).

As a minimum standard, if creation of a central database is not feasible, HSA should create more uniform data tracking requirements for its providers, to ensure accuracy in analysis when combining data from multiple sources.

3.1.1 Standardize Exit Reasons: The stability measure used by HSA asks whether clients have retained their housing or left for other stable housing. In many cases, the case files did not indicate the type of housing clients exited to. Clients are not obligated to leave a forwarding address upon move-out, and as long as they do not owe back-rent, even exits to unknown locations are recorded as "stable." To the degree possible, HSA should consider standardizing exit reasons for outcome tracking purposes. Exit reasons should include, at minimum:

- Exit to unknown location – stable (no rent owed)
- Higher level of care (e.g., residential treatment program)
- Transfer to other supportive housing
- Exit to stable housing (e.g., subsidized or market rate housing)
- Living with family/friends
- Evicted
- Exit to unknown location – unstable (back rent owed, abandonment, threat of eviction)
- Death

3.2 Minimize CAAP Discontinuances. HSA should take a proactive approach to minimizing CAAP discontinuances. Case file reviews and case manager interviews highlighted the destabilizing effect CAAP discontinuances have on clients, in many cases jeopardizing their housing. HSA has already developed notification systems to support clients with re-enrollments in other benefits programs. For example, CalFresh uses a text messaging application to send automatic reminders to clients when program paperwork is due. HSA should explore adopting similar "hands on" techniques with CAAP administration to promote income stability and thus housing stability for its clients.

3.2.1 Restructure Benefit Incentives. HSA should continue to explore ways to restructure its various benefits program to support and incentivize work. Currently, a participant may lose CAAP eligibility when his or her income reaches a certain threshold, but this can potentially destabilize members with seasonal or intermittent employment.

RECOMMENDATION 4.0 – PROGRAM GOALS

4.1 Reframe Goals to Include Self-Sufficiency. HSA should consider changing the overarching goal of the housing program from stability alone to stability and self-sufficiency.

Traditionally, HSA uses a "stability measure" to assess the success of the program overall and the work of the providers. The equation considers whether the client maintains stable housing from year to year. While this is an appropriate goal, and may be the best goal for many clients, particularly those needing significant supportive services, an emphasis on stability alone may limit options and opportunities for other clients.

Case managers prioritizing crisis management have little time left for helping a stable client with a job or housing search. Other recommendations above attempt to address the needs of these more stable clients to promote transitions out of supportive housing when appropriate, and these recommendations should be placed in the context of a reframing of the program overall.

It is important to point out that the definition of self-sufficiency may vary by client. It would be unrealistic to assume that all, or even most, clients will be able to completely transition off of public benefits. Many may require various types of long-term support, such as Medi-Cal, nutritional assistance, or temporary or permanent subsidies. Despite this, HSA should make every effort to increase self-sufficiency to the degree possible for each client.

Challenges: This may require a restructuring of the measures of success and program effectiveness, as well as a potential shift in where program funds are directed. For example, if HSA funds moving case managers to support long-term self-sufficiency of clients, it will change the current ratios of case management within the buildings, and would require new or re-purposed funding. There is a possibility that directing services away from focused stability work could leave unstable clients without the support they need to remain housed. However, other recommendations within this report attempt to address that concern.

Benefits: Adding self-sufficiency to program goals potentially saves public funds by encouraging tenants who do not need support services to move to units without this extra cost. By encouraging these moves, supportive housing units can be made available for homeless residents needing housing and services. Additionally, building self-sufficiency improves client quality of life.

4.2 Explore Policies to Support a Full Spectrum of Housing Options. HSA, in partnership with the citywide housing system (e.g., DPH, Mayor's Office of Housing and Community Development, etc.) should explore policies and proposals to fill gaps in the current array of housing options.

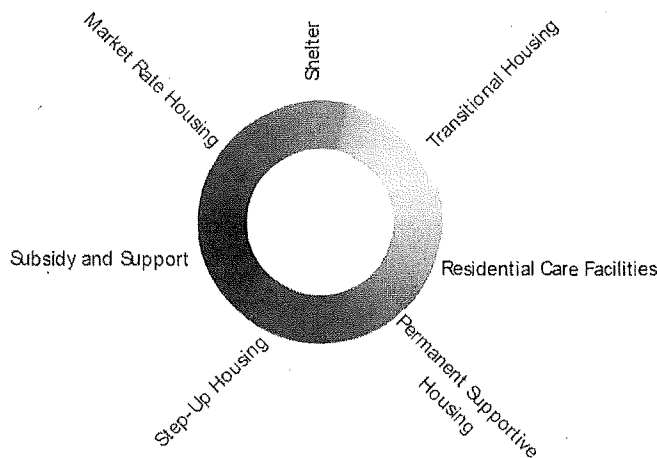
In recent months, newspapers and elected leaders have begun discussing San Francisco's housing programs using the term "Housing Ladder." The imagery evoked by the term "ladder" is one of rungs in a line, with an individual stepping from rung to rung, from homelessness to self-sufficiency in market rate housing. While this is an admirable goal, the framework ignores the basic realities of both homelessness and housing in San Francisco. Clients enter housing with unique and varied needs. Some will be able to stabilize and will require less support to remain housed, but these individuals may be on a fixed income barring them from most housing options in the region. Others will always need support services to remain stable. The image of an individual climbing, rung by rung, toward self-sufficiency does not accurately represent the experiences of individuals as seen in the interviews, surveys and other data gathered through this research.

Instead of a straight and progressive path up a ladder, the City's vision should be that of a spectrum of housing, with a diversity of options to allow each individual to be matched with the appropriate level of support s/he needs to achieve stability. Each individual's complex circumstances determine their placement on the spectrum.

Unfortunately, though the vision is sound, the spectrum is incomplete. The lack of affordable housing in San Francisco leaves low-income clients that could potentially live stably without support services remaining in

units with HSA-funded services attached. Alternately, a dearth of residential care facility beds could mean seniors with escalating illness or disability may not get the level of care they need in their current setting.

FIGURE 25: HOUSING SPECTRUM



A complete spectrum of options might include the following:

- Shelter: Short-term emergency services for homeless individuals and families
- Residential Care Facilities: Assisted living for individuals with complex health care needs requiring on-site support. (High-need area)
- Transitional Housing: Long-term housing services, generally lasting less than two years, which can be used as a bridge between homelessness and market-rate housing
- Permanent Supportive Housing: Permanent housing units with on-site case management and support services
- Step-Up Housing: Permanent housing, with limited support services on-site. Units are often in nicer buildings, have more amenities, and have few restrictions (e.g., overnight guests). Current Step-Up buildings are Master Lease sites, meaning they have fixed rent. These sites are less desirable for clients housed in LOSP buildings where rent is a percentage of income.
- Subsidy and Support: HSA currently operates a General Fund-supported rental subsidy program. It is targeted at homeless families or those at risk of homelessness. Clients generally remain on the subsidy for up to two years while increasing their income to be able to transition off of the subsidy. Other subsidized housing options, such as Section 8, are severely limited in availability. Individuals receiving CAAP, as well as low-wage workers, would not be able to afford market rate housing without a subsidy. Connection to support services (possibly time-limited) may also be necessary to ensure housing stability. (A program of decreasing subsidy would not be viable for clients on SSI or other types of fixed income, as they will likely always need a subsidy to remain housed.) This is one of the biggest gaps in the spectrum. (High-need area)
- Affordable and Market Rate Housing: Clients on fixed incomes, such as SSI, will not be able to afford market rate housing anywhere in the Bay Area, and even Affordable Housing may be out of reach.

Employed clients may be able to afford market rate or affordable housing with the right support services to increase self-sufficiency.

See the table below for possible barriers to creating a full spectrum of housing options, with strategies that may have the potential to help overcome those barriers. These strategies are not meant as firm proposals, but rather as starting points for further discussion on the topic.

FIGURE 26: SUMMARY OF BARRIERS AND POTENTIAL STRATEGIES FOR CREATING A FULL SPECTRUM OF HOUSING OPTIONS

Barriers	Potential Mitigation Strategies
<p><u>Not all options exist.</u> The limited pool of subsidized housing available and the gap between the cost of supportive housing and market rate housing makes it difficult for clients to find their most appropriate place in the spectrum.</p>	<p><u>Pilot programs.</u> Instead of rolling out large-scale programs to create new housing options, pilot programs can be used to conduct smaller tests of change that can be scaled up if successful. The data here suggests that tenants in Family/Mixed sites may have more potential for mobility (e.g., more likely to attain employment). Using specific criteria, such as a minimum length of time stably housed in supportive housing, HSA can consider expanding its current rental subsidy program, linked with support services, and targeted toward supportive housing residents with the potential to increase their income. It will be important to gather progress and outcome data to measure the success of the pilot. *New funding would be necessary.</p> <p><u>Prioritize affordable housing units for supportive housing clients.</u> Examples exist of targeted populations receiving priority status for affordable housing units (e.g., HIV positive clients). Though prioritizing units for the supportive housing population would require negotiation with a broad array of stakeholders, it would not require additional funding to implement.</p>
<p><u>Steep subsidies needed.</u> Given the price of market rate housing, the amount of subsidies needed to transition out of permanent supportive housing may be insurmountable for many clients, particularly those on fixed incomes, like SSI. Providing such subsidies is an expensive proposition for the City.</p>	<p><u>Pilot programs.</u> Again, starting small programs to test program effectiveness will support the eventual growth.</p> <p><u>Engage private sector and foundations.</u> The City may need to invest its own resources in a pilot, but with proven interventions, HSA can engage others in the solution more effectively.</p> <p><u>Develop regional solutions.</u> Though the cost of housing is growing throughout the Bay Area, clients willing to move out of San Francisco may have more options for affordable,</p>

	<p>subsidized, or market rate housing. HSA should explore partnerships with regional housing providers to create more direct linkage to housing stock outside the City limits. This may involve convening a regional summit on housing and homelessness designed to develop partnerships among counties, providers and businesses.</p>
<p><u>Moving is challenging.</u> The application process for affordable and subsidized housing is cumbersome and time consuming. Additionally, planning the move itself has costs that are often unanticipated. The stress of moving can destabilize someone, particularly if the move takes them away from their support network.</p>	<p><u>Provide moving assistance services.</u> As part of the pilot, HSA could provide certain moving assistance services to address both the emotional needs of managing the stress of a move and the financial needs that might arise.</p> <p><u>Streamline application process.</u> HSA should consider creating a tool to manage applications to various housing programs. Often clients stay on waitlists for years, and then can be removed from the list because renewal paperwork went missing. An application management tool would help clients know what lists they are eligible for, how to apply to each and send reminders about missing paperwork or renewal notices, giving clients the most current information about their status for all types of housing. This may require integration with various federal and local systems, but could streamline the work and create new efficiencies for staff and clients.</p> <p>* Note: the Mayor's Office of Housing and Community Development is in the process of developing a website to help clients navigate the housing options in the area.</p>
<p><u>Fixed incomes.</u> According to the client survey, 58% of respondents at Adult sites receive SSI or SSDI. These individuals' incomes are unlikely to increase, meaning they will never be able to afford market rate housing.</p>	<p><u>Increase case manager focus on job training and employment.</u> Nearly half of all Family/Mixed survey respondents stated they have a paid job or receive CalWORKs. Though many clients in supportive housing are likely no longer within the labor market, the generally younger clients within Family/Mixed sites could still engage in education and employment services and increase their income. This would require focused effort and attention by case managers, which is currently targeted to clients in crisis.</p>
<p><u>Lack of incentives to move.</u> Supportive housing is permanent, and there is no requirement that tenants move out. Some stable clients prefer to stay in their current</p>	<p><u>Incentivize other options.</u> Explore ways to make other options in the housing spectrum both attainable and desirable. Consider incentives to encourage moves. Subsidies may be</p>

home, though they may not need the supportive services attached to the building.	one incentive, but there may be others that would encourage tenants to take the risk.
<p>Other Barriers to Consider:</p> <ul style="list-style-type: none"> • There is a low supply of affordable housing in San Francisco and the Bay Area. • Existing tenants in supportive housing must move for the system to be fully functional, but the average length of stay is currently quite long. • Many current clients in supportive housing are resistant to moving outside of San Francisco. 	

RECOMMENDATION 5.0 - WORKGROUP

5.1 Convene Workgroup. HSA should convene a workgroup of City program staff and community-based service providers to consider the implications of this report and draft an implementation plan for its recommendations.

Many of the recommendations offered below require input from a variety of stakeholders to fully and effectively enact. HSA has convened such groups in the past, and might consider the example of the Single Adult Supportive Housing (SASH) Workgroup as a model.

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Subject: FW: 5 new people signed: Create a Harvey Milk LGBT History AIDS Memorial Fountain and Circle

From: Jeffrey davidson [mailto:mail@changemail.org]
Sent: Monday, November 17, 2014 1:42 PM
To: Board of Supervisors (BOS)
Subject: 5 new people signed: Create a Harvey Milk LGBT History AIDS Memorial Fountain and Circle

5 new people recently signed Mark Jolles's petition "[City of San Francisco, California: Create a Harvey Milk LGBT History AIDS Memorial Fountain and Circle](#)" on Change.org.

There are now 5 signatures on this petition. Read reasons why people are signing, and respond to Mark Jolles by clicking here:

<http://www.change.org/p/city-of-san-francisco-california-create-a-harvey-milk-lgbt-history-aids-memorial-fountain-and-circle/responses/new?response=560e9ab88752>

Dear City of San Francisco, California,

Create a Harvey Milk LGBT History AIDS Memorial Circle

Sincerely,

5. Jeffrey davidson San Francisco, California
4. ava tar San Francisco, California
3. Rodrigo Quintanilla San Francisco, California
2. marivel diaz Los Angeles, California
1. Mark Jolles , United States

From: Per Håkansson [zerofriction@me.com]
Sent: Friday, October 03, 2014 6:32 PM
To: Calvillo, Angela (BOS); Board of Supervisors (BOS)
Cc: Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Chiu, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott; Yee, Norman (BOS)
Subject: Please Pass Sensible Home Sharing Legislation - Keep Enforcement Clear + Fair [File Number: 140381]

Dear Supervisors,

Home sharing helps countless San Franciscans to pay their bills and stay in their homes in the city they love - avoiding foreclosure, spending more time with their families, and pursuing their dreams. And it gives guests the chance to experience the real San Francisco -- - visiting local small businesses in neighborhoods they normally wouldn't visit.

I support home sharing in San Francisco, and I urge you to pass sensible legislation, without delay, that ensures San Franciscans can continue to share the homes in which they live.

Specifically, we urge you to pass legislation that:

- Keeps enforcement clear and fair. The City can and should enforce its laws before encouraging residents, landlords and tenants to sue each other. Allowing neighbors to harass home sharers with lawsuits disproportionately impacts lower income hosts who can't afford to hire a lawyer while wealthier homeowners are able to defend themselves. Those of us who rely on the income we earn to make ends meet will suffer most from this process.
- Avoids unnecessary limits on shared space rentals. Please enable families to share their homes with guests when they are present with no limits. Many of us rely on this supplemental income to stay in the city and the homes we love.
- Is clear, transparent, and easy to follow. So much time and energy has been poured into this legislation - let's make it something that will work.

We thank you for taking so much time to consider this important issue - and we urge you to get it done right.

Sincerely,

Per Håkansson

Mission Dolores

From: Jennifer Keith [keith.jen@gmail.com]
Sent: Monday, October 06, 2014 11:08 AM
To: Calvillo, Angela (BOS); Board of Supervisors (BOS)
Cc: Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Chiu, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott; Yee, Norman (BOS)
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- Avoids unnecessary limits on shared space rentals. Please enable families to share their homes with guests when they are present with no limits. Many of us rely on this supplemental income to stay in the city and the homes we love.
- Is clear, transparent, and easy to follow. So much time and energy has been poured into this legislation - let's make it something that will work.

We thank you for taking so much time to consider this important issue - and we urge you to get it done right.

Sincerely,

Jennifer Keith

Bernal Heights

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Subject: † 41165 FW: Today BOS items #32 and #45 -- election of Board President

From: Council of Community Housing Organizations [<mailto:ccho@sfcic-409.org>]
Sent: Tuesday, November 18, 2014 2:30 PM
To: Calvillo, Angela (BOS); Board of Supervisors (BOS)
Subject: Today BOS items #32 and #45 -- election of Board President

Dear Supervisors

We ask that the Board delay making a decision regarding its future President until all members of the ongoing Board are present for such a vote. CCHO looks forward to important work with the Board of Supervisors through the remainder of this legislative session and into 2015 around housing, social services and economic development issues. It is also important that we work with a Board president that is appointed by his/her full set of colleagues who will be putting their confidence in the president to galvanize the body through this transition period. A vote on the future Board president at today's November 18, 2014 meeting is premature

Please delay in considering any motions to appointment a future President until such time as the full roster of colleagues is available.

Thank you,
Fernando Marti and Peter Cohen

SF Council of Community Housing Organizations
The voice of San Francisco's affordable housing movement
325 Clementina Street, San Francisco 94103
415-882-0901
www.sfccho.org

From: Board of Supervisors (BOS)
To: Lamug, Joy; Carroll, John (BOS)
Subject: File 1411165 FW: Letter for 3 pm item today - Judge Kopp asked me to get a copy to the Clerk of the Board for your records.

Importance: High

From: Denise LaPointe [<mailto:denise@lapointeassociates.com>]
Sent: Tuesday, November 18, 2014 9:00 AM
To: Angela.Calvello@sfgov.org; Board of Supervisors (BOS)
Subject: Letter for 3 pm item today - Judge Kopp asked me to get a copy to the Clerk of the Board for your records.
Importance: High

November 18, 2014

San Francisco Board of Supervisors
City Hall, Room 244
One Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Supervisors,

As past Presidents of the San Francisco Board of Supervisors over the last 30 years, the six of us represent varied experiences, political perspectives and constituencies. Yet, we are united on the protocols, standards, rules and traditions of San Francisco's legislative body, and are deeply concerned about the unprecedented motion to prospectively vote on the position of Board President, agendized for Tuesday, November 18, 2014, *before* the sitting President has vacated his presidency or his seat on the Board.

It is widely understood and recognized that the Board of Supervisors will in all likelihood need to fill the vacant post sometime soon, as President of the Board, David Chiu, will as early as December 1, take the oath of office in Sacramento as the Assemblyman from Assembly District 17. However, the prospect of the outgoing President casting a vote – perhaps the deciding vote -- to fill the post he is required to vacate is disturbing and connotes a fundamental disservice to the body upon which he has served.

The Rules of Order of the Board of Supervisors, Sections 6.1 and 6.1.1 respectively, lay out the processes for selection of a President in the ordinary course of business at the beginning of each odd-numbered year following the election of a new Board, and for filling an extraordinary

vacancy in the office of the President should such a vacancy occur. Nowhere do they anticipate or countenance a circumstance in which a sitting Board President would exercise a vote in choosing his or her permanent successor in advance, all while retaining the powers of the President's office, nor one in which he or she would create a vacancy to arrogate to himself or herself a vote in choosing an interim successor.

This harmful action mustn't occur without the strongest possible objection from those of us that value the tenants of democracy, fairness and understand the duties and obligations of elected representation in San Francisco and our country. In the history of this legislative body, we are not aware of any President attempting to vote to secure their successor immediately prior to vacating their seat as Supervisor and impending departure from the Board.

In 1996, when President Kevin Shelly was elected to the Assembly, the Board elected the person with the highest number of votes in the previous election pursuant to the at-large Charter provisions. Even in this case, President Shelly tendered his resignation and was not present for the vote.

As political leaders, we've disagreed on numerous issues over the years, but individually, we each have a separate and distinct record of defending the Board of Supervisors and upholding the dignity of the City's charter and constitution – we took an oath to do so.

President Chiu has not tendered a resignation from either the post of President (which per Robert's Rules of Order would have to be accepted at a meeting of the Board to be effective) or his office as Supervisor. In other words, there is no vacancy yet to fill. Given this fact, the motion on the calendar is improper and we strongly urge you not to adopt it or take action unless and until as there is a vacancy on the Board in that position.

It is simply wrong for a member who will not be part of the next Board of Supervisors to participate in election of that Board's President.

Sincerely,

Quentin Kopp

Harry Britt

Tom Ammiano

Matt Gonzalez

Aaron Peskin

From: Board of Supervisors (BOS)
To: Avalos, John (BOS); Campos, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott; Yee, Norman (BOS)
Cc: Calvillo, Angela (BOS)
Subject: FW: Supervisor London Breed

From: Shelley Bradford Bell [<mailto:admin@shelleybradfordbell.com>]
Sent: Tuesday, November 18, 2014 11:26 AM
To: Board of Supervisors (BOS); Chiu, David (BOS); Breed, London (BOS)
Subject: Supervisor London Breed

November 18, 2014

To: Members of the Board of Supervisor
Cc: Clerk of the Board of Supervisors

As an Advisory Board Member of Emerge California, I am writing about one of our star alumni, Supervisor London Breed. Supervisor Breed is an exemplary example of a native San Franciscan who has worked hard, rising through the ranks to become an irreplaceable community leader.

As a district supervisor, Breed has demonstrated her concern for, and knowledge of the urgent issues that face the people of her district, as well as, all citizens of San Francisco.

When it comes to the issues of this City, Supervisor Breed has always given her time, attention and passion to seeking solutions and implementing change.

Shelley Bradford Bell
Advisory Member
Emerge California

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Cc: Evans, Derek; Caldeira, Rick (BOS)
Subject: File 141098: FW: Attn: Clerk of the Board, File No: 141098
Attachments: Letter in Support of Density Ordinance.pdf

From: Wei, Gary (DPH)
Sent: Wednesday, November 19, 2014 10:15 AM
To: Board of Supervisors (BOS)
Cc: Hu, Alice (DPH); Hennessey-Lavery, Susana (DPH); Smith, Derek (DPH)
Subject: Attn: Clerk of the Board, File No: 141098

I am sending this letter on behalf of the Tobacco Free Coalition in support of the Tobacco Permit Density Reduction Policy (File No: 141098) that will be heard on December 4, 2014 before the Neighborhood Services and Safety Committee. Thank you.

Best Regards,

Gary Wei, MPH, CPH

Research and Outreach Coordinator

Tobacco Free Project

Community Health Equity & Promotion Branch

San Francisco Department of Public Health

30 Van Ness Ave. #2300

San Francisco, CA 94102

415-581-2448

gary.wei@sfdph.org

sftobaccofree.org

14



SAN FRANCISCO TOBACCO FREE COALITION

In care of the Tobacco Free Project, 30 Van Ness Ave. Suite 2300, San Francisco, CA 94102

141098

To the honorable members of the Neighborhood Services and Safety Committee,

We are writing on behalf of the San Francisco Tobacco Free Coalition in support of the proposed Tobacco Permit Density Reduction Policy. Tobacco policies are critical public health measures because tobacco is the leading cause of preventable deaths in the world. Aside from the loss of life, tobacco use has a huge economic cost for San Francisco at approximately \$400 million annually.

Low income neighborhoods and communities of color face the greatest amount of exposure to tobacco. The tobacco industry targets these neighborhoods with their products and the results can be seen in the higher prevalence of smoking in these areas. Supervisorial District 3 (Chinatown) and District 6 (Tenderloin) contain large ethnic and low income populations have 180 tobacco retail outlets each, which is over three times the number of permits in D2, the Marina. The high density of tobacco retailers has negatively impacted these neighborhoods.

Both of these districts also have large numbers of children and young people who are particularly influenced by cues suggesting smoking is acceptable. In addition to these cues, there are issues such as peer pressure or having a desire to appear older and we can see why 80% of smokers start before the age of 18. At this age, the brain is still under development and susceptible to nicotine, which is a highly addictive drug. Finally, while sales to minors have reduced in San Francisco, the sales rate in 2012 at 13.4% was still well above the statewide sales rate of 8.7%

The vast majority of tobacco retailers in San Francisco are small "corner stores". The trends show that food service sales are becoming an increasing priority for these stores as profit margins for food are higher than tobacco.

The tobacco retail density policy will greatly improve the health of San Francisco residents and decrease the tobacco disparities between neighborhoods. The decrease in tobacco influences will result in lower smoking prevalence. The San Francisco Tobacco Free Coalition applauds your efforts to promote the public health while strengthening community.

Best Wishes,

Karen Licavoli & Tonya Williams

Co-Chairs

San Francisco Tobacco Free Coalition

Handwritten signature of Karen Licavoli in cursive script.

Handwritten signature of Tonya Williams in cursive script.

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Subject: FW: sf taxi

-----Original Message-----

From: ann haver [<mailto:haverann23@gmail.com>]
Sent: Wednesday, November 19, 2014 3:36 PM
To: Board of Supervisors (BOS)
Subject: sf taxi

I am asking every supervisor to stand up for sf taxi's. they are sf not uber or whatever. as a senior I rely on our taxis and do not have to worry if they are good or not. stand up for them now before we lose a very important part of our great city

ann haver
yes I am a voter in section 6

From: Board of Supervisors (BOS)
To: Avalos, John (BOS); Breed, London (BOS); Chiu, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Wiener, Scott; Yee, Norman (BOS); Campos, David (BOS)
Subject: FW: YBC Annie Street

From: Dennis Hong [<mailto:dennisj.gov88@yahoo.com>]
Sent: Wednesday, November 19, 2014 1:19 PM
To: Kim, Jane (BOS); Lee, Mayor (MYR)
Cc: Board of Supervisors (BOS); Calvillo, Angela (BOS)
Subject: YBC Annie Street

Good morning Jane Kim, sorry, I missed last weeks celebration of the Annie Street project in the YBC. Nice job! visited it a few days ago. Thanks for your continued support in the mid market area projects. I look forward to working on many more of these mid Market projects/developments.

The 6th street clean up is also looking wonderful. The UN Plaza's Friday- evening event was nice too. The mid/central Market Street area is shaping up too and will soon be a great place to hang out.

Everyone has been doing more than their share in moving this area and cleaning up the past blight.

best regards, Dennis

From: David K [david_khan415@yahoo.com]
Sent: Friday, November 21, 2014 3:47 AM
To: Board of Supervisors (BOS)
Subject: Sustainable energy

Hello,

I was following a lot of ideas throwing around how to change our world into a sustainable place where we all can live in harmony and preserve the nature.

Since two of the supervisors were against the limiting of pseudo taxis like Uber, Lyft and sidecar and let over 10000 vehicles flood the city, we need to get something to compensate the pollution caused by those fumes.

Instead of trying to accomplish some stupid idea like soda tax and making the city pedestrian and bike friendly which is impossible for the compact urban city; we need to get the available resources useful as much as we could.

Every time I hear about energy generation I am just wondering the people making the decision how to get the functioning system are out of touch with the real world.

We can generate electricity from solar but it need lots of land. San Francisco doesn't have it and everyone know about it.

There are a lot of commercial buildings in the city that we can utilize to generate power but no one speak about it.

I just notice about how to create grid lock traffic by taking away one lane of traffic and change into bicycle route. The bike lanes were created on the major streets with the most congestion and caused more traffic while there was no bike or very few.

Lets make the buildings useful for their energy consumption and show the world that we have people in the city of San Francisco who know how to think outside the box.

I will be glad to suggest some useful ideas if there is interest. Please feel free to ask and I will gladly educate.

Sincerely,
David Khan

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

455 Eighth Street
San Francisco, CA 94103
(415) 557-1094
(800) 735-2929 (TT/TDD)
(800) 735-2922 (Voice)

BOS 11, C Page



November 13, 2014

File No.: 335.14995.17366

San Francisco County Board of Supervisors
1 Dr. Carlton B. Goodlett Pl. #244
San Francisco, CA 94102

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2014 NOV 21 PM 2:50

To Whom It May Concern:

The enclosed report is submitted pursuant to Health and Safety Code Section 25180.7 (Proposition 65). The report documents information regarding the release of hazardous material which could cause substantial injury to the public health or safety. The report is submitted on behalf of all designated employees of the Department of California Highway Patrol.

Sincerely,

[Handwritten signature] LT.

for C. J. SHERRY, Captain
Commander
San Francisco Area

Enclosure



HAZARDOUS MATERIALS INCIDENT REPORT

CHP 407E (Rev 6-04) OPI 062 Refer to HPM 84.2, Chapter 2

HAZARDOUS MATERIALS CONFIRMED

Original Change Delete

Yes No

A	AGENCY NAME California Highway Patrol	AGENCY I.D. NUMBER 66	AGENCY INCIDENT NUMBER (HQ. USE)	AGENCY PHONE NUMBER (916) 445-1865	OES CONTROL NUMBER 14-6454
B	INCIDENT DATE (MONTH, DAY, YEAR) 11/13/2014	TIME NOTIFIED 03:54	TIME COMPLETED	DATE COMPLETED (IF DIFFERENT)	
C	INCIDENT ADDRESS/LOCATION I-80 E/B E/Of Beale St	CITY/COMMUNITY San Francisco	COUNTY San Francisco	ZIP CODE 94105	
	WEATHER (CHECK BEST DESCRIPTION)		EST. TEMPERATURE		
	<input type="checkbox"/> 1 Clear <input checked="" type="checkbox"/> 3 Rain <input type="checkbox"/> 4 Snow <input type="checkbox"/> 5 Hail <input type="checkbox"/> 6 Electrical storm <input type="checkbox"/> 7 Fog <input type="checkbox"/> 8 High wind <input type="checkbox"/> 9 Other <input type="checkbox"/> 40 Unknown		55F		
	PROPERTY USE (SEE CODES BELOW) 961	SURROUNDING AREA (SEE CODES BELOW) 600	PROPERTY MANAGEMENT <input type="checkbox"/> Federal <input checked="" type="checkbox"/> State <input type="checkbox"/> County <input type="checkbox"/> City <input type="checkbox"/> Private <input type="checkbox"/> Unknown		
D	PROPERTY USE AND SURROUNDING AREA TYPE CODES				
	100 Public Assembly	650 Agricultural	936 Vacant lot	962 County/City road	
	200 Educational	700 Manufacturing	941 Open sea	963 Private road	
	300 Health care	762 Hazmat chem mfg	942 Harbor/Port	965 Rest stop/vista point	
	400 Residential	767 Petroleum refinery	946 Lake/Pond/River	966 Scale/inspection facility	
	500 Mercantile, Business	800 Storage	950 Railroad	099 Other (explain in Comments)	
	600 Industrial, Utility	931 Open land	961 Freeway		
E	RELEASE FACTORS (CHECK BEST DESCRIPTION(S))		TYPE OF EQUIPMENT INVOLVED		MOBILE PROPERTY TYPE
	<input type="checkbox"/> 11 Intentional act <input type="checkbox"/> 70 Operational deficiency <input type="checkbox"/> 12 Suspicious act <input checked="" type="checkbox"/> 71 Collision/overturn <input type="checkbox"/> 30 Failure to control hazmat <input type="checkbox"/> 80 Natural condition <input type="checkbox"/> 31 Abandoned <input type="checkbox"/> 94 Fire/explosion <input type="checkbox"/> 40 Misuse of hazmat <input type="checkbox"/> 98 No release <input type="checkbox"/> 50 Mechanical failure <input type="checkbox"/> 99 Other <input type="checkbox"/> 60 Design, construction installation deficiency <input type="checkbox"/> 00 Undetermined		<input type="checkbox"/> 10 Heating systems <input type="checkbox"/> 30 Air condition/refrig <input type="checkbox"/> 77 Chem processing equipment <input type="checkbox"/> 78 Waste recovery equipment <input type="checkbox"/> 96 Hazmat transfer equipment <input checked="" type="checkbox"/> 97 Vehicle fuel system <input type="checkbox"/> 98 No equipment involved <input type="checkbox"/> 99 Other <input type="checkbox"/> 00 Undetermined		<input type="checkbox"/> 10 Passenger vehicle/road <input checked="" type="checkbox"/> 20 Freight vehicle/road <input type="checkbox"/> 30 Rail transport vehicle <input type="checkbox"/> 40 Water transport vessel <input type="checkbox"/> 50 Air transport vessel <input type="checkbox"/> 60 Heavy equip. indust./agri <input type="checkbox"/> 98 No mobile property involved <input type="checkbox"/> 99 Other <input type="checkbox"/> 00 Undetermined
F	ACTION TAKEN (CHECK ONE OR MORE)				
	<input type="checkbox"/> 31 Rescue, remove from harm <input type="checkbox"/> 42 ID/analysis of hazmat <input type="checkbox"/> 61 Crowd control <input type="checkbox"/> 92 Refer to proper authority <input type="checkbox"/> 32 Extrication, disentanglement <input type="checkbox"/> 43 Evacuation <input type="checkbox"/> 62 Traffic control <input type="checkbox"/> 97 Hazmat response, material determined to be non-hazardous <input type="checkbox"/> 33 Emergency medical services <input type="checkbox"/> 44 Establish safe area <input type="checkbox"/> 63 Notify other agency <input type="checkbox"/> 64 Provide public information <input type="checkbox"/> 35 Search <input type="checkbox"/> 46 Decon-person/equip. <input checked="" type="checkbox"/> 71 Investigate <input type="checkbox"/> 98 No action taken <input type="checkbox"/> 36 Transport <input type="checkbox"/> 47 Decon-area (clean up) <input type="checkbox"/> 73 Shut down system <input type="checkbox"/> 99 Other <input type="checkbox"/> 41 Remove hazard (neutralized) <input checked="" type="checkbox"/> 48 Contain/control hazmat <input type="checkbox"/> 82 Secure property				
G	CHEMICAL NAME OR TRADE NAME (PRINT OR TYPE) Diesel fuel				
	DOT ID NUMBER 1993	DOT HAZARD CLASS 3	CASE NUMBER 111314/0335/335/18845		
	PHYSICAL STATE STORED <input type="checkbox"/> 1 Solid <input checked="" type="checkbox"/> 2 Liquid <input type="checkbox"/> 3 Gas	PHYSICAL STATE RELEASED <input type="checkbox"/> 1 Solid <input checked="" type="checkbox"/> 2 Liquid <input type="checkbox"/> 3 Gas	QUANTITY RELEASED (LBS., GAL., ETC.) 15 Gal	ENVIRONMENTAL CONTAMINATION <input type="checkbox"/> 1 Air <input checked="" type="checkbox"/> 3 Ground <input type="checkbox"/> 2 Water <input type="checkbox"/> 9 Other	EXTENT OF RELEASE (SEE CODES [1] BELOW) 7
	CONTAINER DESCRIPTION <input type="checkbox"/> 1 Fixed <input type="checkbox"/> 2 Portable <input checked="" type="checkbox"/> 3 Mobile	CONTAINER TYPE (SEE CODES [2] BELOW) 41	LEVEL OF CONTAINER (SEE CODES [3] BELOW) 30	CONTAINER MATERIAL (SEE CODES [4] BELOW) 2	CONTAINER CAPACITY (LBS., GAL., ETC.) 150 Gal
	CHEMICAL NAME OR TRADE NAME (PRINT OR TYPE)				
	DOT ID NUMBER	DOT HAZARD CLASS	CASE NUMBER		
	PHYSICAL STATE STORED <input type="checkbox"/> 1 Solid <input type="checkbox"/> 2 Liquid <input type="checkbox"/> 3 Gas	PHYSICAL STATE RELEASED <input type="checkbox"/> 1 Solid <input type="checkbox"/> 2 Liquid <input type="checkbox"/> 3 Gas	QUANTITY RELEASED (LBS., GAL., ETC.)	ENVIRONMENTAL CONTAMINATION <input type="checkbox"/> 1 Air <input type="checkbox"/> 3 Ground <input type="checkbox"/> 2 Water <input type="checkbox"/> 9 Other	EXTENT OF RELEASE (SEE CODES [1] BELOW)
	CONTAINER DESCRIPTION <input type="checkbox"/> 1 Fixed <input type="checkbox"/> 2 Portable <input type="checkbox"/> 3 Mobile	CONTAINER TYPE (SEE CODES [2] BELOW)	LEVEL OF CONTAINER (SEE CODES [3] BELOW)	CONTAINER MATERIAL (SEE CODES [4] BELOW)	CONTAINER CAPACITY (LBS., GAL., ETC.)
	EXTENT OF RELEASE CODES (1)	CONTAINER TYPE CODES (2)	LEVEL OF CONTAINER CODES (3)	CONTAINER MATERIAL CODES (4)	
	1 Confined to vehicle/equipment 2 Confined to room of origin 3 Confined to floor of origin 4 Confined to structure of origin 6 Confined to property use of origin 7 Release beyond property use of origin 8 NO RELEASE 9 Other (explain in Comments) 0 Undetermined	11 Drum 12 Cylinder 13 Can or bottle 14 Carboy 15 Box or carton 16 Bag 21 Tank or silo (including vehicle cargo tanks) 22 Pipe 24 Machinery or process equipment 31 Sump/Pit 32 Pond or surface impoundment	11 Ground level 30 Above ground 40 Below ground 33 Well 41 Vehicular fuel tank 98 NO CONTAINER 99 Other (explain in Comments) 00 Undetermined	1 Iron and iron alloys 2 Aluminum and aluminum alloys 3 Copper and copper alloys 4 Plastic (includes fiberglass), rigid 5 Plastic, flexible 6 Wood, paper, and cellulose products 7 Glass 9 Other (explain in Comments) 0 Undetermined	
	REPORTING OFFICER NAME/RANK/I.D. NO. (PRINT OR TYPE) N. Doko, Sergeant, ID 17366		DATE 11/13/2014	COMMENTS ON ATTACHMENT <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

H	MORE THAN TWO SUBSTANCES INVOLVED (LIST ADDITIONAL INFORMATION ON CHP 556)																							
	<input type="checkbox"/> Yes						<input checked="" type="checkbox"/> No																	
I	SPECIAL STUDIES - LOCAL USE						SPECIAL STUDIES - STATE USE																	
	1. A B C D		2. A B C D		3. A B C D		4. A B C D		5. A B C D		6. A B C D													
J	HAZMAT IDENTIFICATION SOURCES (CHECK BEST DESCRIPTION(S))						HAZMAT CASUALTIES			NO. OF DECON/ EXPOSED		NO. OF INJURIES		NO. FATALITIES										
	<input checked="" type="checkbox"/> 19 On-site fire services		___ 58 Tox center		___ 78 Shipping papers		Responding agency personnel			0		0		0										
	___ 25 Private info source		___ 59 Chemtrec		___ 87 Computer software																			
	___ 29 Off-site fire services		___ 71 DOT manual		<input checked="" type="checkbox"/> 98 No reference material used																			
	___ 40 On-site non-fire services		___ 73 MSDS		___ 99 Other																			
	___ 60 Off-site non-fire services		___ 75 Placards/signs		___ 99 Other																			
	___ 54 Chemist						Others			0		0		0										
K	VEHICLE MAKE/YEAR			VEHICLE LICENSE NO.		STATE	VEHICLE I.D. NO. (VIN)			CA/DOT/PUC/ICC NO.		COMPANY NAME												
	Freightliner/2015			2290299		IN	3AKJGEDV6FSGD8761			CA 32216		Southwest Traders, Inc.												
M	JUDICIAL DISTRICT				BEAT		NCIC NUMBER			PLACARDS REQUIRED		PHOTOGRAPHS												
	San Francisco				83		9335			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No												
	MILEPOST INFORMATION						TIME O.E.S. NOTIFIED			TIME CALTRANS/COUNTY ROADS NOTIFIED														
	<input checked="" type="checkbox"/> 530		Feet East		of milepost 80-SF-5.564		04:25			04:08														
	<input type="checkbox"/> At intersection with						<input checked="" type="checkbox"/> Or:6						Feet/miles West		of Beale Street Undercrossing									
N	CARRIER'S NAME						PHONE NUMBER (INCLUDE AREA CODE)																	
	Southwest Traders, Inc.						(951) 375-2823																	
	ADDRESS (INCLUDE CITY, STATE AND ZIP CODE)																							
	3514 La Grande Blvd., Sacramento, CA 95823																							
O	DRIVER'S NAME						LICENSE NUMBER AND STATE			PHONE NUMBER (INCLUDE AREA CODE)														
	Derrick Lashon Bigham						B6298990			(408) 890-1970														
	ADDRESS (INCLUDE CITY, STATE AND ZIP CODE)																							
	7278 Fair Play Dr., N. Highlands, CA 95660																							
P	Enter at least one of either the CHP, DOT, PUC, or ICC number.																							
													CHP NUMBER						PUC NUMBER					
													CA						T					
													3 2 2 1 6						MC					
	DOT NUMBER						ICC NUMBER																	
	US						MC																	
Q	If applicable, enter cargo tank specification number and/or at least one of the following:																							
	CARGO TANK SPECIFICATION NUMBER						1. CHP cargo tank registration number (CT...)																	
	DOT-E						2. DHS Waste Hauler Compliance Sticker number																	
	MC																							
R	CITATION ISSUED OR COMPLAINT TO BE FILED						OTHER HAZARDOUS MATERIALS VIOLATIONS (NON-CAUSATIVE)																	
	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not determined						<input type="checkbox"/> Yes* <input checked="" type="checkbox"/> No																	
	PRIMARY CAUSE OF INCIDENT						DID WEATHER CONTRIBUTE TO EITHER CAUSE AND/OR SEVERITY OF INCIDENT?																	
	<input type="checkbox"/> Violation 34506(b) VC/C.C.R. Section						<input checked="" type="checkbox"/> Yes* <input type="checkbox"/> No																	
	<input checked="" type="checkbox"/> Other Code violation 22107 VC						AFTER ACTION REPORT REQUIRED? (REFER TO G.O. 100.79)																	
	<input type="checkbox"/> Other cause*						<input type="checkbox"/> Yes* <input checked="" type="checkbox"/> No																	
							COLLISION REPORT MADE?			NUMBER														
							<input checked="" type="checkbox"/> Yes* <input type="checkbox"/> No			111314/335/335/18845														
S	DATE AND TIME SCENE DECLARED SAFE			BY WHOM (NAME, TITLE AND AGENCY)																				
	11/13/2014 09:07			John Zatezalo, Sergeant/Incident Commander, CHP																				
	ROAD CLOSURE																							
	<input type="checkbox"/> None <input type="checkbox"/> Full--Hours: <input checked="" type="checkbox"/> Partial--Hours:3 <input type="checkbox"/> Alternative route--Hours:																							
T	Complete narrative on CHP 556																							
	ELEMENTS (AS APPLICABLE): (IF MORE THAN ONE CARRIER OR MORE THAN THREE COMMODITIES ARE INVOLVED, INCLUDE ADDITIONAL INFORMATION IN NARRATIVE.)																							
	1. Sequence of events			3. Evacuation details			5. Cleanup actions			7. CHP personnel data--name, rank, I.D. no., function, exposure, hours														
	2. Road closures			4. Environmental impact			6. Actions of other agencies																	
PREPARER'S NAME, RANK, AND I.D. NUMBER				DATE				REVIEWER'S NAME, RANK, AND I.D. NUMBER				DATE												
N. Doko, Sergeant, ID 17366				11/13/2014				J. Primicerio, Lieutenant, 15620				11/13/2014												

DEPARTMENT OF TRANSPORTATION

111 GRAND AVENUE
P.O. BOX 23660
OAKLAND, CA 94623-0600
PHONE (510) 286-4506
FAX (510) 286-4482
TTY 711
www.dot.ca.gov

BOSW, C Page



*Serious drought.
Help save water!*

November 17, 2014

Board of Supervisors
City & County of San Francisco
City Hall, Room 244
San Francisco, CA 94102

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2014 NOV 20 PM 2:30

Dear Sir or Madam:

The attached report is submitted pursuant to Health and Safety Code Section 25180.7.

The report documents information regarding the illegal discharge (or threatened illegal discharge) of hazardous waste which could cause substantial injury to the public health or safety.

The report is submitted on behalf of employees of the California Department of Transportation (Caltrans).

Sincerely,

KIM C. LE *FOR*
District Office Chief
Office of Maintenance Services

Attachment

DEPARTMENT OF TRANSPORTATION
PROPOSITION 65 REPORTING FORM

AGENCY: Caltrans Office of Maintenance Services 111 Grand Avenue, 6th Floor Oakland, CA 945612	REPORT DATE: November 13, 2014 REPORTED BY: L. Horan TELEPHONE: (510) 286-4492 TIME: 12:00 AM ROUTE: EB 80 POST MILE: 5.49	
DATE OF INCIDENT: November 13, 2014	ADDRESS: EB 80 just east of 1st Street	
COUNTY OF INCIDENT: San Francisco		
OWNER: Unknown		
DESCRIPTION CAUSE OF ACCIDENT: Jack knifed big rig, punctured fuel tank.		
RESPONSIBLE PARTY NAME: Unknown	TELEPHONE:	
IDENTIFICATION OF DISCHARGE WASTE: <div style="text-align: center;">Diesel Fuel</div>		
CHEMICAL NAME: COMMON NAME: Diesel Fuel	PHYSICAL STATE: Liquid	VOLUME: 30 gallons
ENVIRONMENT AFFECTE: <input checked="" type="checkbox"/> Roadway <input type="checkbox"/> Sewer or Storm Drain <input type="checkbox"/> Bay/Ocean <input type="checkbox"/> Air <input checked="" type="checkbox"/> Other Deck Drain to Caltrans Yard	LOCALE: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Other Area <input checked="" type="checkbox"/> Public Property <input type="checkbox"/> Private Property	
DESCRIPTION OF EXTENT OF CONTAMINATION: Diesel Fuel on roadway and in Caltrans yard below Bay Bridge		
NUMBER OF PERSONS REPORTEDLY INJURED: Unknown	MEDICAL TREATMENT RECEIVED: Yes <input type="checkbox"/> No <input type="checkbox"/>	
OTHER PERTINENT INFORMATION: SERVICE REQUEST #863366 Cal-OES #14-6454 Cleanup by Environmental Logistics		

Bosil, C. Page

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO

2011 NOV 18 PM 1:19

Ride Sharing

Over the years many suggestions have been offered up and many measure have been taken to ease traffic on our streets and highways.

This ushered in ride sharing vehicles/taxis. San Francisco gladly welcomes all the help we can to combat congestion. However, when a business engages in collecting revenue for its services as do ride sharing operators, it is akin to operating an unmarked taxi, and this is an unsafe practice. Passengers whom rely on ride sharing operations are rolling the dice with their life.

The following are facts pertaining to ride sharing and some measures that I believe need to be taken immediately.

- 1) let's have an implicit understanding that it's against the law to operate any business without a business permit
- 2) any vehicle performing commerce in San Francisco must be certified and have appropriate decals affixed
in such a manner that the identifying numbers are clearly visible from a distance of at least 35 feet. This should also pertain to vehicles that are performing recycling activities, and for limousine services that have elected to conduct service as a taxi.
- 3) any self-employed individual in San Francisco irrespective of which state the company might be based in, must
be required to obtain a permit to conduct business in San Francisco. There is no distinction between ride sharing operators and sub haulers. They must all pay their fair share of taxes.
- 4) as a concerned citizen and registered voter, I recommend that all ride sharing operators and individuals
not in compliance with all city, state, and federal regulations, in San Francisco should cease and desist
until such time they are in compliance.
- 5) in regards to matters of safety, no one is above the law; The San Francisco Police Department should be granted the authority to impound vehicles not in compliance as outlined in (ITEM 4) above.

If San Francisco Supervisors see fit to give final approval for short term rentals facilitated by companies such as Airbnb, then let's fire off another rocket docket to address ride sharing.

In closing, I believe that if ride sharing operators are allowed to perform business without adhering to the law and to regulations, then refunds should be awarded to any individuals who can provide substantiation that they received a ticket for operating their business without proper permits.

Thanks, for your attention

Thevoice.fitch3@gmail.com

2014 NOV 18 PM 1:49

Stop Light Sensors

San Francisco is regarded as one of the world's most beautiful cities. With our abundant financial resources and proximity to Silicon Valley, we should also be regarded as one of most safest cities to live in. There are many measures we can implement to bring this to fruition.

I propose that we start with areas that have a high pedestrian traffic count and school zones. Strategic placement of motion detecting light sensors that emit a bright intermittent flashing beam, from light poles and stop lights would greatly deter crime and enhance safety.

There have been too many instances where motorists have failed to stop for pedestrians at crosswalks, with tragic consequences. San Francisco Supervisors have discussed the feasibility with implementation of light sensors throughout the city, for quite some time now. It's time to take action!

What other measures can we take to make San Francisco a safer place to live?

The San Francisco Police Department need to be edified as to truck routes being used by operators pulling trailers over 27 feet in length. Under no circumstances should they allowed to travel through residential neighborhoods. This particular situation has spiraled out of control. Not only do these trucks create a hazardous traffic environment when travelling through neighborhoods, they also subject residents to elevated carbon monoxide level. Law enforcement should be granted the authority to cite drivers that are in violation.

The City should be issuing public service announcements to educate adults that they must escort toddlers while crossing streets. Any adult whom fails to hold their child's hand while walking them across streets, should be cited for child endangerment.

Of course, it goes without say that all pedestrians need to pay attention to the environment around them, and must practice some good old fashioned common sense. Just because a light turns red, one shouldn't assume that motorists are going to stop, due to ignorance, carelessness, or as a result of mechanical failure.

Pedestrians must train themselves in the habit of waiting for vehicles to come to a complete stop prior to crossing.

Thanks, for your attention

Thevoice.fitch3@gmail.com

Dear Governor Brown:

As a concerned citizen I am writing in hopes of making your office aware of grave problems our state is experiencing with the following:

- police misconduct
- mismanaged emergency operation centers
- lack of surveillance cameras for law enforcement agencies

Allow me to expound further on the above cited points for the purpose of shedding illumination.

In regards to police misconduct, the following are just some of the egregious activities police officers have engaged in with tragic consequences:

- Recently, a suspect was met with a hail of bullets and killed by SFPD officers after the suspect's car had rolled over.
- Recently, a man armed with a box cutter was shot and killed by SFPD officers.
- Recently, a man armed with a stun gun was shot and killed by SFPD officers.
- Recently, a wheelchair bound, disabled man was shot and killed by SFPD officers.
- Recently, an individual guilty of MUNI fare evasion was shot and killed by SFPD officers.
- Recently, two individuals engaging in attempted auto theft were shot, with one injured, and the other killed by SFPD officers.

The very people we've entrusted to protect and serve us are engaging in the act of unjustifiable homicide.

I would ask your office where the accountability for these actions lie?

In regards to EOC (911 centers), it is clear to me that many are operating with inadequate personnel, and operating under archaic guidelines, which are ill equipped to meet bandwidth of demand. I've called 911 on several occasions, only to be placed on hold for several minutes.

San Francisco with its abundance of financial resources has not scaled its EOC services proportionately with other large cities in the state. There are scores of documented complaints on file still under review and investigation.

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2014 NOV 18 PM 1:49
ZLB

I encourage your office to mandate that every police agency in the state mount surveillance cameras on every vehicle in its fleet and to equip all police officers with same. In this new millennium, we must take advantage of the technology available to us to create tools to further cause of fighting crime. This will bring full transparency to the life cycle of a crime and remove any ambiguity as to whom the perpetrator/(s) are.

This newly added layer of transparency will also lend the benefit of bringing forth a stronger bond between police officers and the community that they serve in.

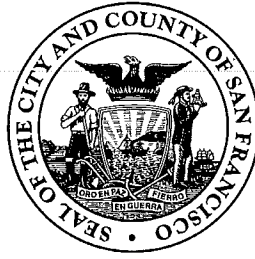
Respectfully,

John Fitch
e: thevoice.fitch3@gmail.com

415 678-6915

This also should apply to all police agencies in California.

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 544-5227

Date: November 24, 2014
To: Honorable Members, Board of Supervisors
From: Angela Calvillo, Clerk of the Board
Subject: Form 700

This is to inform you that the following individuals have submitted a Form 700 Statement:

Rachel Redondiez – Legislative Aide – Leaving

From: Houman Forood [hforood@gmail.com]
Sent: Monday, November 24, 2014 7:47 AM
To: Wiener, Scott; Yee, Norman (BOS); Nuru, Mohammed; Palone, Kriztina (MYR); Cohen, Malia (BOS); Kim, Jane (BOS); Lee, Mayor (MYR); Chiu, David (BOS); Farrell, Mark (BOS); Tang, Katy (BOS); BreedStaff (BOS); Mar, Eric (BOS); Board of Supervisors (BOS)
Subject: City streets and roads

Dear Mayor and City supervisors,

I just jump right into it. Our city streets are in a dire situation. You all live in San Francisco and you must have noticed how horrendous our street conditions are.

Over the past few years I have spent thousands of dollars on car alignment and new tires since potholes do serious damage to cars. Secondly, it is a safety issue. Drivers divide their attention between avoiding potholes and watching out for pedestrians, cyclists and other cars. If it were not for PG&E retrofitting pipelines around the city, many more streets would have not been repaved.

I have traveled the world and I must say including 3rd world countries, our city has one of the worst street and road conditions. We are experiencing one of the best economic booms of our lifetime yet our street conditions are among one of the worst. Please take pride in the upkeep of our city and fix the problem.

Thanx,

Houman Forood
A concerned citizen

From: Board of Supervisors (BOS)
To: Avalos, John (BOS); Campos, David (BOS)
Subject: FW: City streets and roads

From: Nuru, Mohammed
Sent: Monday, November 24, 2014 10:52 AM
To: Houman Forood
Cc: Wiener, Scott; Yee, Norman (BOS); Palone, Kriztina (MYR); Cohen, Malia (BOS); Kim, Jane (BOS); Lee, Mayor (MYR); Chiu, David (BOS); Farrell, Mark (BOS); Tang, Katy (BOS); BreedStaff (BOS); Mar, Eric (BOS); Board of Supervisors (BOS)
Subject: RE: City streets and roads

Dear Houman Forood,

Thank you for taking the time to contact me.

As you noted, we are experiencing one of the best economic booms of our lifetime, and with that we are experiencing an unprecedented amount of construction in our city. Old buildings are coming down and new ones are going up, vacant lots are being developed and our aging infrastructure is getting long-needed upgrades. Unfortunately, construction projects can be disruptive but do result in much-needed improvements.

As for the condition of our streets: The regional Metropolitan Transportation Commission assesses the condition of our roadways and assigns a score of between 0 and 100, with zero being the worst and 100 being the best. Our average score is 66. While not perfect, we have been showing steady improvement in the past several years, thanks in large part to San Francisco voters who in 2011 passed a \$248 million general obligation bond to help fund street improvements. That, along with general fund and other funding sources, has allowed us to make important strides. Last year, we resurfaced an unprecedented 913 blocks; breaking the record achieved the year before of 854 blocks. This year, we're on pace to match or beat last year's pace.

That said, we know we have more work to do. In the meantime, please report any potholes or road defects to 311 so it will be logged into our system and we can address.

Please don't hesitate to contact me again with concerns and/or questions.

Best regards,

Mohammed Nuru



Mohammed Nuru
Director

San Francisco Public Works
City and County of San Francisco
City Hall, Room 348
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102
(415) 554-6920

23

To: Evans, Derek
Subject: File 141001 FW: DOSW: Minutes of Commission on the Status of Women Special Meeting on Proposed Equal Pay Ordinance
Attachments: COSW Special Meeting on Equal Pay legislation cvr ltr 112414.pdf; COSW Special Meeting Minutes_111214 APPROVED.pdf

From: Murase, Emily (WOM) [<mailto:emily.murase@sfgov.org>]
Sent: Monday, November 24, 2014 1:50 PM
To: BOS-Supervisors
Cc: BOS-Legislative Aides; Calvillo, Angela (BOS); Wheaton, Nicole (MYR)
Subject: DOSW: Minutes of Commission on the Status of Women Special Meeting on Proposed Equal Pay Ordinance

Colleagues,

The Commission on the Status of Women appreciated the action by the board to allow additional time for discussing the proposed Equal Pay Ordinance. Attached please find the minutes of the November 12 Commission on the Status of Women Special Meeting which were adopted by the Commission on Friday, November 21. The cover letter also notes additional written letters of support from members of the community.

Emily

Emily M. Murase, PhD
Executive Director
San Francisco Department on the Status of Women
25 Van Ness Avenue, Suite 240
San Francisco, CA 94102
415.252.2571
www.sfgov.org/dosw

****In 1998, San Francisco became the first city in the world to enact a local ordinance reflecting the principles of the UN Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW), an international bill of rights for women that then-President Jimmy Carter signed but has yet to be ratified by the US Senate, leaving the US among just 7 nations, and the only industrialized nation, in the world who have not signed on. In March 2014, Mayor Edwin Lee challenged 100 U.S. cities to become CEDAW cities in time for the US Conference of Mayors meeting to be hosted by San Francisco in June 2015. Learn more at www.cities4cedaw.org.****



City and County of San Francisco
Department on the Status of Women



Emily M. Murase, PhD
Executive Director

Edwin M. Lee
Mayor

November 24, 2014

Angela Calvillo, Clerk of the Board
San Francisco Board of Supervisors
City Hall, Room 244
1 Carlton B. Goodlett Place
San Francisco, CA 94012

Re: File No. 141001 [Administrative Code – Requiring city Contractors to Submit Equal Pay Report;
Creating Equal Pay Advisory Board]

Dear Ms. Calvillo:

Attached please find the approved meeting minutes of the Special Commission on the Status of Women Meeting conducted on Wednesday, November 12, 2014. The only item on the agenda was the proposed Equal Pay legislation which was agendized by the Commission leadership as a discussion item only. The meeting was convened in order to hear from an expanded range of stakeholders.

In addition to public comment, the Commission received written statements of support for the legislation from the following individuals and organizations:

- Patricia Bellasama, President, California National Organization for Women
- Marisa Diaz, Ruth Chance Law Fellow, Equal Rights Advocates
- Board of Directors, San Francisco Women's Political Committee
- Brenda Barros, San Francisco General Hospital Chapter President, Service Employees International Union 1021.

While the Commission strongly supports equal pay and heard from many speakers about their support for equal pay at the meeting, there were many unanswered questions, for example, about the specific data to be required to be disclosed, and the impact, intended and unintended, of the legislation. As documented in the minutes, Commissioners expressed concerns about the need for additional outreach, the timeline included in the legislation, and the resources available to implement the legislation. The Commission looks forward to working with the Board of Supervisors further on this important issue.

Yours sincerely,

Emily M. Murase



City and County of San Francisco

Commission on the Status of Women

Mayor Edwin M. Lee

Executive Director Emily M. Murase, PhD

NANCY KIRSHNER-RODRIGUEZ
President

ANDREA SHORTER
Vice President

AMY ACKERMAN
Commissioner

ALICIA GAMEZ
Commissioner

MARY JUNG
Commissioner

JULIE D. SOO
Commissioner

EMILY MURASE, PhD
Executive Director

SPECIAL COMMISSION MEETING MINUTES

Wednesday, November 12, 2014

4 – 5:30 pm

City Hall, Room 416

1 Dr. Carlton B. Goodlett Place

San Francisco, CA 94102

Members Present

President Nancy Kirshner-Rodriguez
Vice President Andrea Shorter
Commissioner Amy Ackerman
Commissioner Alicia Gamez
Commissioner Julie D. Soo

Excused

Commissioner Mary Jung

Staff Present

Executive Director Emily Murase, PhD
Associate Director Carol Sacco
Director of Women’s Policy Minouche Kandel
Executive Management Assistant Iris Wong
Policy Fellows Allison Ipsen & Elizabeth Newman
PAAWBAC Fellow Sarah-Maya De Guzman

I. CALL TO ORDER/ AGENDA CHANGES

Vice President Andrea Shorter called the meeting to order. She stated that the special meeting will be a review of the Equal Pay Legislation currently under consideration by the Board of Supervisors, and reminded Commissioners that no action items will be taken this evening.

Commissioner Ackerman expressed extreme disappointment that the agenda was set for discussion of the legislation and not for action, such that the Commission was prevented from taking action on the proposed legislation. Commission Gamez agreed.

Action: To approve the meeting agenda as proposed.

m/s/c (Soo/Gamez/unanimous)

II. EQUAL PAY LEGISLATION

Dr. Murase introduced the item and a list of invited speakers to present their perspectives.

1. Hilary Ronen, Legislative Aide of Supervisor David Campos

Ms. Ronen provided background of the Equal Pay Legislation introduced by Supervisor Campos. The legislation was introduced following President Obama’s Federal Directive for the Department of Labor to collect equal pay data from federal contractors. The City and County of San Francisco does \$5.2 Billion worth of business with vendors. Supervisor Campos’ office contacted Commission President Nancy Kirshner-Rodriguez, who suggested connecting with various federal agencies.

President Nancy Kirshner-Rodriguez arrived at 4:25pm.

2. Demetria Manuselis, US Department of Labor – Wage & Hour Division

Ms. Manuselis explained that her office conducts investigations to determine compliance with federal wage and hour laws. But, she stated, she is unable to answer specific questions about the proposed ordinance as her division only investigates allegations of wage and hour violations. The Office of Federal Contract Compliance gathers salary data.

3. Regina Dick-Endrizzi, Executive Director of Small Business Commission

Director Dick-Endrizzi thanked Supervisor Campos's office for introducing the legislation and thanked the Commission for reviewing it. She stated that the Small Business Commission reviewed the legislation on October 27, 2014 and expressed support for the intent of the legislation, but recommended the Board allow time for the Human Rights Commission and Commission on the Status of Women to review it, since these two agencies are expected to participate in the Equal Pay Advisory Board.

She stated concerns regarding the timeline outlined in the legislation that may affect a meaningful and effective implementation of the proposed ordinance.

4. Bianca Polovina, Investigator for Anti-Discrimination Division of Human Rights Commission

Ms. Polovina presented three main challenges of the proposed ordinance.

- a. *Categorization of sex and race* – In the legislation, sex is classified as “gender,” which does not include members of the LGBTQ community. Employees may also not want to disclose information regarding their sex. Similarly, data collection of an employee's race is not straightforward. There is currently no consistent system to collect bi-racial or multi-racial employees. Employers may not have adequate resources to categorize their employees appropriately, which may result in the exclusion of some races and incomplete data.
- b. Information gathering by employers can be very challenging.
- c. *Associated costs and implementation* – The professional and administrative staff of the Human Rights Commission are tasked to review the equal pay reports. Currently, the agency has very limited staffing, and would require new staff and an increased budget. To secure approval of these can be a long process.

5. Ruth Silver Taube, Co-Founder, Bay Area Equal Pay Collaborative

Ms. Taube stated that EEO mandates that employers of 100 or more employees are required to complete the form EEO-1. Albuquerque, New Mexico, recently passed a similar ordinance, and San Francisco has an opportunity learn from its experiences to make the local ordinance even more effective.

6. Darolyn Davis, CEO & President of Davis Public Relations

Ms. Davis stated that she supports equal pay, but is concerned with the manner of achieving this goal. She has reservations about the proposed legislation because there has not been enough time for small business owners to participate. She recognized that the Human Rights Commission is understaffed and under-sourced. Companies without an in-house human resources agency would be required to hire a private attorney to complete the report, which can be very costly. She urged that more time be taken to fully consider the legislation.

Ms. Davis recommended that the study be conducted first, before finalizing new requirements. Many organizations would also appreciate a chance to provide insights, such as the African American Chamber of Commerce.

7. Juliana Choy Sommer, President of Asian American Contractor Association

As President of the Asian American Contractors Association, and President of Priority Architectural Graphics, a local business enterprise that regularly does business with the City, Ms. Sommers stated that rather than shape behavior via punishment, business owners respond better with incentives. She emphasized the complexities of conducting business in San Francisco as a result of existing requirements, and that this new requirement would add to that complexity. She stated that she also would have appreciated being outreached to in order to provide feedback on the legislation, which has a broad impact.

III. GENERAL PUBLIC COMMENT

1. Debbi Lerman from San Francisco Human Services Network expressed support for the legislation.
2. Rachael Langston from Legal Aid Society – Employment Law Center expressed support for the legislation. She stated that business owners should know all the legal requirements before starting a business.
3. Roberta Guise, Public Policy Co-Chair of American Association of University Women (AAUW) expressed support for the legislation. She stated that the proposed legislation is a shell that the advisory board would fill in, and hopes it will move forward.
4. Conny Ford, Program Director of San Francisco Labor Council, expressed support for the legislation. She stated that the legislation only affects businesses with 500 or more employees.
5. Cynthia Crews expressed support for the legislation. She stated that there is no reason to delay the approval of the legislation.
6. Shanell Williams, Paoua Robles, Jada Green, Ardelia Lewis, Jennifer Salcedo, and Melanie Padilia from the Center for Young Women’s Development recounted their own experience with lack of equal pay, and expressed support for the legislation.
7. Hene Kelly expressed support for the legislation. She stated that she wants young women to have equality, and that the legislation is just to gather data.
8. Nancy Rock urged that additional outreach be conducted to ensure the best possible results.
9. Myrna Melgar from Jamestown Community Center expressed support for the legislation. She stated that she looks forward to a system that will guide business owners like herself towards equal pay.
10. Frank Landen, Human Resources Manager at Huckleberry Youth Programs, urged additional time to ensure the best possible legislation.
11. Alysabeth Alexander from SEIU 1021 recounted her own experience with lack of equal pay compared to her male counterparts, and stated that serious wage discrimination occurs because employers lack comprehensive mechanism.
12. Tami Bryant from SEIU 1021 expressed support for the legislation, stating that it is just a study.

Commissioners thanked both the invited and public speakers for their input and recommendations.

Commissioner Ackerman stated that the one minute allotted for Commissioners' comments is insufficient for her to express her opinion on the legislation. She recognized that the testimonies urged for more outreach, the timeline may need adjusting, and that the Human Rights Commission would need to have additional staffing and budget to implement the program.

Commissioner Gamez recognized the challenges of data collection addressed by the speakers, but the consumers have a right to receive information they deem necessary. She expressed support for the legislation.

President Kirshner-Rodriguez agreed with Commissioner Ackerman and stated the necessity of passing a comprehensive legislation from the beginning.

Commissioner Soo urged that the advisory board conduct the equal pay study first.

Vice President Shorter stated that the Commission has worked on equal pay for several years, but she has serious reservations about the currently proposed legislation.

Dr. Murase stated she will draft a formal letter to the Board of Supervisors based on tonight's meeting. The proposed legislation will be considered by the Board of Supervisors on Tuesday, November 25, 2014.

IV. ADJOURNMENT

Action: To adjourn the meeting.

m/s/c (Ackerman/Soo/unanimous)

Meeting was adjourned at 6 pm.

From: BOS Legislation (BOS) [bos.legislation@sfgov.org]
Sent: Monday, November 24, 2014 4:25 PM
To: 'timothy.arcuri@cowen.com'; 'Stephen Antonaros'; Givner, Jon (CAT); Stacy, Kate (CAT); Byrne, Marlena (CAT); Rahaim, John (CPC); Sanchez, Scott (CPC); Jones, Sarah (CPC); Wise, Viktoriya (CPC); Starr, Aaron (CPC); Rodgers, AnMarie (CPC); Tam, Tina (CPC); Cabrerros, Glenn (CPC); Caltagirone, Shelley (CPC); Ionin, Jonas (CPC); BOS-Supervisors; BOS-Legislative Aides; IDick@fbm.com; Afuller@fbm.com; 714515@gmail.com; Irving; Calvillo, Angela (BOS); Caldeira, Rick (BOS)
Cc: Lamug, Joy; BOS Legislation (BOS); Carroll, John (BOS)
Subject: Appeals of Categorical Exemption from Environmental Review for 2853-2857 Broderick Street - Supplemental Documentation from Appellant

Good afternoon,

Please find linked below four letters received by the Office of the Clerk of the Board from Irving Zaretsky, appellant, concerning the Categorical Exemption appeal for 2853-2857 Broderick Street.

[Appellant Letter No. 1 - 11/23/2014](#)

[Appellant Letter No. 2 - 11/23/2014](#)

[Appellant Letter No. 3 - 11/23/2014](#)

[Appellant Letter - 11/24/2014](#)

You are invited to review the entire matter on our [Legislative Research Center](#) by following the link below.

[Board of Supervisors File No. 141083](#)

The appeal hearing for this matter is scheduled for a 3:00 p.m. special order before the Board on November 25, 2014.

Thank you,

John Carroll
Legislative Clerk
Board of Supervisors
San Francisco City Hall, Room 244
San Francisco, CA 94102
(415)554-4445 - Direct | (415)554-5184 - General | (415)554-5163 - Fax
john.carroll@sfgov.org | board.of.supervisors@sfgov.org

Please complete a Board of Supervisors Customer Service Satisfaction form by clicking [here](#).

The [Legislative Research Center](#) provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does

not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.

From: 714515@gmail.com
Sent: Sunday, November 23, 2014 3:28 PM
To: Mark Farrell
Cc: Stefani, Catherine; Sanchez, Scott (CPC); O'Riordan, Patrick (DBI); Lowrey, Daniel (DBI); Fessler, Thomas (DBI); Tam, Tina (CPC); Caltagirone, Shelley (CPC); Jones, Sarah (CPC); paulmimai@yahoo.com; kbgoss@pacbell.net; michael@jaegermchugh.com; mailsai@yahoo.com; annabrockway@yahoo.com; dorinetowle@me.com; Vince Hoenigman; Kate Kardos; cjones@forwardmgmt.com; rwgoss@pacbell.net Goss; Povlitz; timothy.arcuri@cowen.com; amanda@hoenigman.com; wmore@aol.com; nancy leavens nancy; Will Morehead (; dod.fraser@gmail.com; ethurston@gmail.com; DXN2700@aol.com; Geoff Wood; Brooke Sampson; lbrooke@lmi.net (lbrooke@lmi.net); Cynthia2ndemail@gmail.com; Patriciavaughey@att.net Patricia; info@cowhollowassociation.org; Lamug, Joy; Carroll, John (BOS); IDick@fbm.com; Calvillo, Angela (BOS)
Subject: BOS HEARING NOV 25 --2853 BRODERICK PERMIT ISSUES
Attachments: 2853 Brod permit 201103111905.pdf; 2853 Brod list of 7 permits.pdf; ATT00001.txt; 2853 Brod permit 201103252839.pdf; ATT00002.txt; 2853 Brod permit201108031630.pdf; ATT00003.txt; 2853 Brod permit 201209260727.pdf; 2853 Brod permit 201309247638.pdf; ATT00004.txt; 2853 Brod permit 201309066151.pdf; ATT00005.txt; 2853 Brod Permit no. 201307010898.pdf; ATT00006.txt

Categories: 141083

RECEIVED AFTER THE ELEVEN-DAY DEADLINE, BY NOON, PURSUANT TO ADMIN. CODE, SECTION 31.16(b)(5)
(Note: Pursuant to California Government Code, Section 66009(b)(2), information received at, or prior to, the public hearing will be included as part of the official file.)

Dear Supervisor Farrell:

Appellant response to 2853-57 Broderick Street: Appeal
of Categorical Exemption
Hearing November 25, 2014
Project Permits: THE CASE OF BRODERICKGATE

As unbelievable as it sounds, this project has had seven permits and permit applications underlying the construction to date. It has become an iconic project-case for its use of the serial and piecemeal permit process which has been rejected by the California Supreme Court (December 1988) in the case of Laurel Heights Improvement Association of San Francisco, Inc. vs. The Regents of the University of San Francisco.

The project at 2853-57 Broderick is the case of one citizen-project sponsor who decides that she will not abide by the Rules, that the Rules do not apply to her, and that she will do things her own way because she knows the mazes and byways of the permitting process to evade the Rules, and that she can secure the partnership of the Department of City Planning and the Building Department to assist her in deviating from them.

Further, she can hire a lawyer to navigate these issues who is currently a sitting member (occupying the seat of member-at-large) of the Code Advisory Committee to the Building Department. The mission of the Committee is:

"To preserve and promote the Health, Safety, and Welfare of the public through the regulation of the built environment with codes and standards that are clear, concise, consistent and enforceable...

to deliberate and make recommendations on matters pertaining to the development and improvement of the content of the San Francisco Building Code...as well as related rules and regulations

or proposed ordinances that the Director of the Building Inspection Department determines may have an impact on construction permits...

We are sure that the project sponsor has given her lawyer a case that is an abundant inventory of violations that she can attempt to handle.

The reasons for this inordinate number of unnecessary permits lie with the project sponsor who, strictly, on her own volition:

1. Refused to abide by the permit 201103252839 issued to her in September 2012 by DBI after approval by the Board of Appeals. This Permit is the result of an Agreement she reached with the neighbors while under a CEQA appeal before the Board of Supervisors in 2012. That Agreement, which was mid-wifed by the City Planning Department and the Building Department, is the Permit 201103252839 which embeds the plans and Agreement as one non severable Permit, visible in the plans signed on September 4, 2012, and later that month approved for permitting by the Board of Appeals. Following the withdrawal of the CEQA appeal by Appellants (some of the same Appellants in the current case) as consideration for the resolution of the CEQA issues with the project sponsor, and the release of the Permit for construction according to the agreed plans, we are now again at a CEQA Hearing due to some of the same reasons that resulted from the breach of the Permit by the project sponsor.

2. Decided to Nullify that Permit (plans and Agreement) to avoid scrutiny of the fact that she breached that Permit and Agreement and categorically refused any further 311 Notifications, and possible appeals, required by her voluntary change of plans that required that such changes be brought back in front of the community just as was the original Permit was.

3. Relied on the City Planning Department and Building Department to support her in violating the Rules and to condone construction on the job even while the violations and the requirement of the Rules prohibited such construction until the Permit violations were cured and the Permit was free and clear of any further legal processes required prior to issuance.

4. Once demolition inside the building structure was undertaken under permit 201103111905 to remove (structural soft demo) and discard remnants of the fire-burned items, the remaining 6 permits and permit applications share the following characteristics:

a. Each time that the project sponsor did not want to be accountable for any action on her own part or any requirement of the Rules, she simply applies for a new permit. She wants to avoid the transparency and accountability

the Rules require her to give to the surrounding neighbors whose property and lives she impacts through her actions.

b. These permits, in succession, are all derivative permits of the original parent-permit 201103252839 whose process of Notification is imposed on all future derivative permits for the same project.

c. They have all been issued prior to being ripened for issuance and before Notification was given to the community in a timely way.

d. They have all been suspended because the Notification process was not adhered to in a timely way and their issuance as Addenda Permits was deemed by the Zoning Administrator in February 2014 to have

been inappropriate and lacking in compliance with the Notification requirement.

e. The permit issuances were all allowed by City Planning and Building Department to give cover to the project sponsor to undertake construction, the very construction that is now being appealed.

f. They all allowed the project sponsor to engage in construction which she now claims to be an established fact and as "EXISTING CONDITIONS" which no longer need to be reviewed because they were undertaken under

"APPROVED" plans and permits. Such existing construction is claimed to be non reversible because of the added cost of construction.

g. These permits allowed the construction which is now claimed by the project sponsor to be NON REVIEWABLE BY ANY AGENCY.

The only permit application that is reviewable, according to the project sponsor and the Department of City Planning, is Permit 201307010898. That permit was originally submitted as the permit to address the Notice of Correction issued by the Building Department on June 25, 2013 to the project sponsor when it was discovered that she mis-stated the height of the building on her plans. It was a uni- purpose permit applications which was issued as an Addenda Permit to address the height of the building issue. (Nonetheless, the project sponsor loaded up that permit application with other issues which she wanted to sneak in under the radar in similar fashion that she handled the original plans for permit 201103252839).

Sometime between July 1, 2013, when the original permit application was handed in and now, that permit application was re-written to include all the previous five issued permits, later suspended and reinstated, and to act as an overarching canopy or 'GRAND OLE' PERMIT" to embed all previously issued permits and permit applications and thereby render those previously issued permits un-reviewable on their own issuance but only visible through this GRAND PERMIT.

The one permit application not included in this 'permit round-up' is permit application 201309066151 (dealing with building facade changes and historical preservation issues dealing with the entry ways to each unit).

Ironically, this Permit application 201307010898 filed on July 1, 2013 to cure the Notice of Correction issued by the Building Department was NEVER ISSUED. It was held in someone's hip pocket for over a year before it was submitted to a 311 Notification (and consequent appeals) as was required. While such Notification would occur normally within a 30 day period of the filing of the permit application, this was not done for well over a year. Neither was anyone of those permits subject to a Categorical Exemption check list and review in a timely way prior to issuance, as they were finally in June 2014 just prior to the Planning Commission Hearing. That review was not conducted in a timely way.

The meanwhile, construction continued on the job from April 2013 through February 2014 and the basic structural construction and the bones of the project were built before any Notification was made to the neighbors. This construction is now being argued by the project sponsor to be an established fact AKA 'EXISTING CONDITIONS'.

And thus the case of BRODERICKGATE came about and is further evolving.

BACKGROUND REVIEW OF EACH PERMIT:

Permit 201103111905:

This permit was applied for and issued on March 11, 2011 to Mrs. Inger Conrad, the previous owner of the property and our neighbor for nearly 50 years. It followed her request to remove only those elements that were fire damaged. She did not intend to undertake a huge major renovation, she just wanted to repair the flats so that she can move back in and rent out the lower flat, 2853 Broderick, as she had done consistently since she owned the

property. While she intended to put in a garage, she wanted the repair of the structure to be consistent with the funds that she would receive from her insurance co. which she believed, correctly, would not be sufficient to undertake a major renovation.

Unfortunately, once the demolition was started, the structure was over demolished way beyond what Mrs. Conrad expected or wanted and she was left with a gutted building that became raw space with many challenges.

The neighbors witnessed much of this and had been in touch with Mrs. Conrad and were well aware of the challenges that she faced.

This permit is essentially no longer at issue in this case. The only significance is the over demolition which required a great deal bigger budget to reinstate to pre-existing conditions to the fire of March 2010.

Permit 201103252839:

This is the key permit to the project. It was applied for by Mrs. Conrad, the previous owner, it was filed on March 3, 2011 (the same date as the above demolition permit) and issued on April 17, 2012. There were a number of Hearings on this permit before the Planning Commission and the Board of Appeals. Mrs. Conrad was represented by her architect Stephen Antonaros who has accompanied the project to date. In May of 2012 the current owner Pam Whitehead purchased the property from Mrs. Conrad for \$1,800,000 with a \$50,000 down payment and Mrs. Conrad took back a three year note for \$1,750,000.

The appeals and Hearings continued and Pam Whitehead took over the permits and was represented by her architect Stephen Antonaros and her lawyer John Kevlin. At all times Pam Whitehead fully adopted the permits and vigorously defended them as her own and stated that she intended to re-build the structure as a two unit building with the upper unit, 2857 Broderick, to serve as an owner-user flat.

The appeals ended up as a CEQA Hearing and an agreement was forged with the help of Supervisor Mark Farrell and Catherine Stefani.

The key feature of this Agreement was that it could not have been concluded without the direct partnership in formulating the Agreement by Scott Sanchez the Zoning Administrator, Historical Preservation and the Building Department. The Agreement and reflected plans (as an appendix) provided for a second means of egress for the bottom flat at 2853 Broderick because of the construction of a garage and additional room below ground.

The second means of egress was formulated by the project sponsor with the full work and cooperation and approval of the Zoning Administrator, Historic Preservation and the Building Department and all signed off on the plans prior to the signing. They also approved the retaining of the staircase at the Western elevation 'as is' and the elimination of a deck and stairs as a second means of egress or any incursion into the South elevation yard set back. Finally, the envelope and the foot print of the building were to remain 'as is' without any additional changes. Should changes be required, the Agreement provided a mechanism for enacting those changes through notification to and agreement of the neighbors who signed the Agreement. All the surrounding neighbors signed it pursuant to the demand of the project sponsor and her lawyer.

The Appellants withdrew their CEQA appeal before the Board of Supervisors. The Zoning Administrator offered the Appellants two choices to implement the Agreement and plans into a permit, either withdraw the appeal and move forward which will take a couple of weeks; or go through the Hearing and then move to a permit which would take several weeks or longer. At the request of the project sponsor, the Appellants withdrew the appeal and allowed the permit to be issued within a couple of weeks in hope that construction would commence immediately.

The withdrawal of the permit was done by Motion, before the Board of Supervisors, and was crafted by City Planning.

The Board never heard the issues nor did it take any action based on a full Hearing. The language of the Motion was not drafted by the Appellants. It was prepared by City Planning and the Appellants accepted it as CONSIDERATION for the Agreement moving forward to a permit and the end of the dispute.

While the project was ready for construction the third week of September, the project sponsor, unbeknown to any of the appellants, began to re-design the project and the building lay idle for approximately seven months.

At this point, the project sponsor, along with support from City Planning, began the process of creating new permits to be issued because she did not want to be bound by the provisions of the Permit 201103252839. She lifted the building under that permit and then abandoned it. It was discovered after the building was lifted to create a garage, that the project sponsor breached the Permit and was forced to submit plan revisions pursuant to a Notice of Correction issued by the Building Department on June 25, 2013.

PERMIT 201108031630:

The Permit was filed on August 3, 2011 on behalf of the Conrad Trust by Stephen Antonaros and issued on February 8, 2012 to an authorized agent named Philip Whitehead with the contractor to be Block Construction Co.

Allegedly, Pam Whitehead had been involved with the project for quite sometime before she actually purchased the property in May 2012. It was a construction permit allegedly for Mrs. Conrad, although that was used by Pam Whitehead after the purchase to allow for the continuation of the permit. The amount of construction was listed as \$320,000. However, that was relative to the insurance proceeds that Mrs. Conrad was to receive and not the actual construction cost of the project given the fire and the extensive demolition that was done thereafter.

But, that figure continued to be used. To date there has been no actual and real contractor construction costs presented to any permit either by the Conrad Trust or by Pam Whitehead.

The permit has been used to implement plans and construction beyond the scope permitted by the original permit. The permit was suspended by the Zoning Administrator in February 2014.

PERMIT 201209260727:

The permit was filed on September 26, 2012, issued on October 12, 2012, and as a supplemental to Permit 201103252839, to correct Notices of Violation 201065414 and 201035952. The permit provided for the building lift of 36" and the creation of a garage and rooms for future-expansion and a curb cut. The cost for the lift was listed as \$10,000. This permit was suspended, also, in February 2014.

PERMIT 201309247638:

The permit was filed on September 24, 2013 issued on October 11, 2013, as an Addenda permit to permit no. 201103252839, to serve as a triage permit to remove fire damaged elements in the exterior framing and fire damaged bays and window openings. This is code word for new expansion of the building envelope beyond what the permit 201103252839 allowed for. In fact, under this permit, allegedly given for the removal of fire damaged elements, the project sponsor secured from City Planning approval to expand the rear facade into the back yard, remove historic elements from the rear facade (approved by Historical Preservation) and permit incursion into the side yard set back with the creation of dinning room expansion for a fire place beyond the original building envelope.

This permit was suspended in February 2014 and the Zoning Administrator conceded before the Board of Permit Appeals Hearing in March on the curb cut, initiated by DPW, that all these permits were wrongfully issued as Addenda permits and they should have all been submitted to a 311 Notification to the neighbors. This is one year after construction started and implemented much of the now discredited Addenda permits.

Such notification was given to the neighbors in July 2014 ONE FULL YEAR AFTER THE NOTICE OF CORRECTION WAS ISSUED BY THE BUILDING DEPARTMENT ON JUNE 25, 2013, AND ONE YEAR AFTER A 311 NOTIFICATION SHOULD HAVE BEEN TIMELY FILED.

PERMIT APPLICATION 201309066151:

This permit application was filed on September 6, 2013 and withdrawn on October 16, 2014. Interestingly, it was withdrawn just as the Zoning Administrator reinstated all the suspended permits of February 2014. It was on 10/16/2014 that the Appellants right to file for a CEQA appeal matured and ripened. Interestingly, the subject matter of this permit application, which was filed one year before it was withdrawn, dealt with the facade of the building and the alteration of the entry ways into both flats. These are basic issues for Historical Preservation and basic issues for a CEQA appeal. These are also basic issues into the question of UNIT MERGER and the second means of egress for the lower flat, 2853 Broderick.

The facade of the building had permission for alteration to provide a second means of egress through the garage under Permit 201103252839 which was the original Permit that reflects the PLANS AND AGREEMENT AGREED TO ON SEPTEMBER 4, 2012 WHEN THE APPELLANTS WITHDREW THEIR INITIAL CEQA APPEAL. This permit application alters the entry ways AGAIN, and, of course, thereafter the garage second means of egress is changed to provide for the current plan to put an elevator in the garage to reach all floors. It is also the plan now to alter the entry way of 2853 Broderick to serve as a venue for up and down staircase to serve the future merged-unit home to reach the garage.

But, what lends a lighter moment to this whole sad saga is not just the project sponsor hiring a lawyer who sits on the Building Department Code Advisory Committee to navigate her defective permits, but the excuse given by the project sponsor for withdrawing this permit:

She states that she "LOST THE APPLICATION" AND THEREFORE WITHDREW THE PLANS FROM THE DEPARTMENT. The dog ate her application. But, like a phoenix they shall rise again..." A duplicate application made".

What is clear is that a duplicate application will emerge after these hearings and appeals are over and they do not have to face the scrutiny of a CEQA Hearing. This project sponsor is not an ingenue, this project sponsor is a professional in the highways and byways of the world of permits.

PERMIT APPLICATION 201307010898: THE BRODERICKGATE PERMIT

This permit deserves particular scrutiny. This application was filed on July 1, 2012 to answer the Notice of Correction issued by DBI on June 25, 2013. While that Notice was issued against Permit 201103252839 which was the only permit in existence then to authorize a 36" lift of the building, the project sponsor never responded on the basis of that permit. Instead she proceeded to secure a new permit No. 201307010898.

The consequence is that the original Permit 201103252839 is left abandoned. The plans that are filed and dated July 1, 2013 never go to cure the defect of permit 201103252839, but blaze a new trail with permit 201307010898. Up to the present, permit 201103252839 cannot be regarded as an active permit, but an abandoned permit with an uncured Notice of Correction

against it, and under which no construction could have or should have been conducted. Permit 201307010898 was NEVER ISSUED and no construction can be undertaken under that permit.

In either case, whether the project sponsor proceeded with curing permit 201103252839 or whether she chose to proceed with the new permit application 201307010898, she had to give the neighbors a 311 Notification.

SHE WAS TOLD THAT BY THE ZONING ADMINISTRATOR, and there is a large volume of writings to testify to the fact that the project sponsor was told to submit her permit requests and corrected plans to a 311 Notification. She did not.

During that same period of time, DPW requested her to submit the mailing fees and materials for a 311 Notification required for her curb cut Hearing. DPW informed the Appellants that repeated requests by them

of the project sponsor to submit to the 311 Notification fell on deaf ears. She did not provide the material in a timely way.

Sometimes between July 1, 2013 and now, someone had the thought of creating a SUPER TENT PERMIT to house all the errant permits under it. The original application for the permit was then 'doctored'

to include a sentence.... "Revise 201103111905; 201103252839; 201108031630; 201209260727; 201309247638".

Consequently, when the Appellants appealed to the Planning Commission, the project sponsor and City Planning argued that those five permits suspended in February 2014 and, in a latter day move, incorporated in this NEW PERMIT???? cannot be the subject of the Hearing. Rather only this NEW PERMIT can be reviewed. Of course, it is not the original permit application submitted, and, of course, it leaves the other five permits as never to be reviewed without any transparency nor accountability for their wrong doing.

That's how, sometimes, "EXISTING CONDITIONS" in a project are born. They are embedded in a NEW PERMIT and as transplants they are alive only as a new permit but THEY ARE DEAD AS TO LEGITIMATE APPEALS AND REVIEW.

PERMIT 201207010898 IS A BAIT AND SWITCH OPERATION. IT IS A SCAM!!! it is an effort at coverup of wrong doing that has existed in this project since March 5, 2013 when Stephen Antonaros and City Planning agreed to not involve the neighbors any longer in this project and in lieu of 311 Notification to simply meet with them and tell them that changes are afoot without any further disclosure. This permit is an attempt to whitewash that sordid tale and to repackage wrong conduct into a coverup permit.

We will be watching for permit 201309066151 to reappear with hybrid vigor after all the Hearings are over and to re-introduce new changes to the building facade, with the help of Historic Preservation, who may not see a "significant impact" in those changes on the neighborhood environment or historic character.

It is impossible to deal with the CEQA issues in this case without understanding the pernicious permit history of this project. It is FUBAR!!!

Sincerely,
Irving Zaretsky
Appellant

Each Attachment includes a front page as the permit appears on DBI website and behind it are several pages of the original paperwork as submitted by the project sponsor.

List of 7 permits:
Permit No. 201103111905

Permits, Complaints and Boiler PTO Inquiry

Permit Details Report

Report Date: 11/20/2014 10:04:36 AM

Application Number: 201103111905

Form Number: 8

Address(es): 0947 / 002 / 0 2853 BRODERICK ST
0947 / 002 / 0 2857 BRODERICK ST

Description: REMOVE SHEETROCK, LATH & PLASTER FROM SMOKE DAMAGED FLOORS. REMOVE KITCHEN AND BATH APPLIANCES AND CABINETS - ALL ON STRUCTURAL (SOFT DEMO ONLY)

Cost: \$15,000.00

Occupancy Code: R-3

Building Use: 28 - 2 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
3/11/2011	TRIAGE	
3/11/2011	FILING	
3/11/2011	FILED	
3/11/2011	APPROVED	
3/11/2011	ISSUED	
2/6/2014	SUSPEND	Per DCP's request dated 2/5/2014
10/16/2014	REINSTATED	per DCP's request letter dated 10/16/2014
10/23/2014	SUSPEND	per BOA's request e-mail dated 10/22/2014

Contact Details:

Contractor Details:

License Number: 634865

Name: TIMOTHY W. MORTENSEN

Company Name: STREAMLINE BUILDERS

Address: 111 CAMPBELL CT * RESCUE CA 95672-0000

Phone:

Addenda Details:

Description:

Step	Station	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Hold Description
1	BID-INSP	3/9/11	3/9/11			3/9/11	FESSLER THOMAS	
2	BLDG	3/9/11	3/9/11			3/9/11	GUNNELL MICHAEL	
3	DPW-BSM	3/11/11	3/11/11			3/11/11	MINIANO DANNY	
4	CPB	3/11/11	3/11/11			3/11/11	GALIZA DELLA	

This permit has been issued. For information pertaining to this permit, please call 415-558-6096.

Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
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Inspections:

Activity Date	Inspector	Inspection Description	Inspection Status
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Special Inspections:

OFFICIAL COPY



APPROVED
Dept of Building Insp.

MAR 11 2011

Vivian L. Day
DIRECTOR/CHIEF BUILDING OFFICIAL
DEPT OF BUILDING INSPECTION

pid - 201065414
bid - 201075952

APPROVED FOR ISSUANCE
3-11-11
APPLICATION NUMBER
2010311905

APPLICATION FOR BUILDING PERMIT
ADDITIONS, ALTERATIONS OR REPAIRS

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF BUILDING INSPECTION

FORM 3 [] OTHER AGENCIES REVIEW REQUIRED
FORM 8 [X] OVER-THE COUNTER ISSUANCE
NUMBER OF PLAN SETS 56

APPLICATION IS HEREBY MADE TO THE DEPARTMENT OF BUILDING INSPECTION OF SAN FRANCISCO FOR PERMISSION TO BUILD IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS SUBMITTED HERewith AND ACCORDING TO THE DESCRIPTION AND FOR THE PURPOSE HEREINAFTER SET FORTH

Table with 4 columns: DATE PLAN, PLANS FOR PERMIT NO, STREET ADDRESS OF JOB, BLOCK & LOT. Includes permit no 1233238 and cost \$15,000.

INFORMATION TO BE FURNISHED BY ALL APPLICANTS

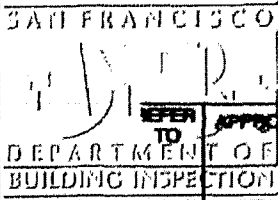
LEGAL DESCRIPTION OF EXISTING BUILDING, DESCRIPTION OF BUILDING AFTER PROPOSED ALTERATION, and ADDITIONAL INFORMATION sections.

IMPORTANT NOTICES
No change shall be made in the character of the conveyance or use without first obtaining a Building Permit...
APPLICANT'S CERTIFICATION
I HEREBY CERTIFY AND AGREE THAT IF A PERMIT IS ISSUED FOR THE CONSTRUCTION DESCRIBED IN THIS APPLICATION...

NOTICE TO APPLICANT
HOLD HARMLESS CLAUSE: The undersigned by acceptance of this permit, agrees to indemnify and hold harmless the City and County of San Francisco...
I hereby affirm under penalty of perjury that the following declarations...
I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the worker's compensation laws of California...

OFFICE COPY

OFFICIAL COPY



CONDITIONS AND STIPULATIONS

Michael Gonnell, DBI
MAR 09 2011

DATE 3/9/11
REASON OK To Process

<input type="checkbox"/>	APPROVED	BUILDING INSPECTOR, DEPT. OF BLDG. INF.	NOTIFIED MR
<input type="checkbox"/>	APPROVED	DEPARTMENT OF CITY PLANNING	DATE REASON
<input type="checkbox"/>	APPROVED	BUREAU OF FIRE PREVENTION & PUBLIC SAFETY	NOTIFIED MR
<input type="checkbox"/>	APPROVED	MECHANICAL ENGINEER, DEPT OF BLDG. INSPECTION	DATE REASON
<input type="checkbox"/>	APPROVED	CIVIL ENGINEER, DEPT OF BLDG. INSPECTION	NOTIFIED MR
<input type="checkbox"/>	APPROVED ST SP ONLY BY <u>03-11-11</u> Danny Miriano, DPW/BSM BUREAU OF ENGINEERING		DATE REASON
<input type="checkbox"/>	APPROVED	DEPARTMENT OF PUBLIC HEALTH	NOTIFIED MR
<input type="checkbox"/>	APPROVED	REDEVELOPMENT AGENCY	DATE REASON
<input type="checkbox"/>	APPROVED	HOUSING INSPECTION DIVISION	NOTIFIED MR

HOLD SECTION - NOTE DATES AND NAMES OF ALL PERSONS NOTIFIED DURING PROCESSING

I agree to comply with all conditions or stipulations of the various bureaus or departments noted on this application, and attached statements of conditions or stipulations, which are hereby made a part of this application.

Number of attachments

OWNER'S AUTHORIZED AGENT _____

OFFICIAL COPY

SAN FRANCISCO
City and County of San Francisco
Department of Building Inspection
DEPARTMENT OF
BUILDING INSPECTION



Edwin M Lee, Mayor
Vivian L. Day, C B O, Director

LICENSED CONTRACTOR'S STATEMENT

Application # 20110311905

Address 2853 + 2857
Boylewick St

Licensed Contractor's Declaration

Pursuant to the Business and Professions Code Sec 7031 5, I hereby affirm under penalty of perjury that I am licensed under the provisions of Chapter 9 (commencing with Sec 7000) of Division 3 of the Business and Professions Code, and that my license is in full force and effect

License Number 634865

License Class B

Expiration Date 1-31-12

Contractor Tim Martensen

PRINT
Tim Martensen
SIGNATURE

Owner-Builder Declaration

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law, Business and Professions Code (Sec 7031 5) **Mark the appropriate box below**

I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Sec 7044) I further acknowledge that I understand and agree that in the event that any work is commenced contrary to the representations contained herein, that the Permit herein applied for shall be deemed suspended

Architect, Agent

I, as owner of the property, am exclusively contracting with licensed contractors to construct this project (Sec 7044) I certify that at the time such contractors are selected, I will have them file a copy of this from (Licensed Contractor's Declaration) prior to the commencement of any work I further acknowledge that I understand and agree that, in the event that said contractors fail to file a copy of the Declaration with the Central Permit Bureau, that the Permit herein applied for shall be deemed suspended

I am exempt under Business and Professions Code Section _____

Reason _____

Architect (PRINT)

Date _____

Agent (PRINT)

Owner (PRINT)

(SIGNATURE)

NOTE *Any violation of the Bus & Prof Code Sec 731 5 by any permit applicant shall be subject to a civil penalty of not more than five hundred dollars (\$500)* Bus & Prof Code Sec 7031 5 Revised 04/30/2010

Central Permit Bureau
1660 Mission Street- San Francisco CA 94103
Office (415) 558-6070 - FAX (415) 558-6170 - www.sfdbi.org

Permits, Complaints and Boiler PTO Inquiry

Permit Details Report

Report Date: 11/20/2014 10:55:57 AM
Application Number: 201309247638
Form Number: 3
Address(es): 0947 / 002 / 0 2853 BRODERICK ST
 0947 / 002 / 0 2857 BRODERICK ST
Description: REMOVE FIRE DAMAGED AND UNSOUND FRAMING DISCOVERED DURING ALTERATION UNDERWAY(2011-03-25-2839) REMOVE & REPLACE ALL FLOOR & DECK JOISTS & EXTERIOR WALL FRAMING AT 2ND & 3RD FLOORS ONLY, REPLAC BAYS & WINDOW OPENINGS IN KIND. ALL NEW EXTERIOR ELEMENTS IN KIND.
Cost: \$18,400.00
Occupancy Code: R-3
Building Use: 28 - 2 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
9/24/2013	TRIAGE	
9/24/2013	FILING	
9/24/2013	FILED	
10/3/2013	PLANCHECK	
10/3/2013	APPROVED	
10/11/2013	ISSUED	
2/6/2014	SUSPEND	Per DCP's request on 2/5/2014
10/16/2014	REINSTATED	per DCP's request letter dated 10/16/2014
10/23/2014	SUSPEND	per BOA' request e-mail dated 10/22/2014

Contact Details:

Contractor Details:

License Number: OWN
Name: OWNER OWNER
Company Name: OWNER
Address: OWNER * OWNER CA 00000-0000
Phone:

Addenda Details:

Description:

Step	Station	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Hold Description
1	BID- INSP	9/24/13	9/24/13			9/24/13	VENIZELOS THOMAS	
2	CPB	9/24/13	9/24/13			9/24/13	CHAN AMARIS	
3	CP-ZOC	9/24/13	9/26/13			9/26/13	CABREROS GLENN	Approved. Rear facade alterations; exterior materials to be replaced in-kind 9/26/13 (gc).
4	BLDG	9/27/13	9/30/13	9/30/13		10/1/13	LE THOMAS	
5	PPC	10/3/13	10/3/13			10/3/13	SAMARASINGHE GILES	10/3/13; to CPB.grs
6	CPB	10/3/13	10/3/13			10/11/13	SHEK KATHY	10/3/13; APPROVED. KS

This permit has been issued. For information pertaining to this permit, please call 415-558-6096.

Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
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Inspections:

Inspection Date	Inspection AM/PM	Inspection Code	Inspection Type	Description	Time Slots
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APPROVED
Date: 10/11/2013

OCT 11 2013

Tom C. Hill
Acting Inspector
DEPT OF BUILDING INSPECTION

APPROVED FOR ISSUANCE

BLDG. FORM 3/8

APPLICATION NUMBER

2013-09-24-7630

OSHA APPROVAL REC'D

BID #201065414
#201305201

APPLICATION FOR BUILDING PERMIT
ADDITIONS, ALTERATIONS OR REPAIRS

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF BUILDING INSPECTION

APPLICATION IS HEREBY MADE TO THE DEPARTMENT OF BUILDING INSPECTION OF SAN FRANCISCO FOR PERMISSION TO BUILD IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS SUBMITTED HERewith AND ACCORDING TO THE DESCRIPTION AND FOR THE PURPOSE HEREINAFTER SET FORTH.

FORM 3 OTHER AGENCIES REVIEW REQUIRED

FORM 8 OVER-THE-COUNTER ISSUANCE

2 + EFF. NUMBER OF PLAN SETS

DO NOT WRITE ABOVE THIS LINE

DATE FILED SEP 24 2013	FILED FEE RECEIPT NO. 13095898	(1) STREET ADDRESS OF JOB 2853-2857 BROOKELYN	BLOCK & LOT 0947/002
PERMIT NO. 1707112	ISSUED 09/24/2013	(2A) ESTIMATED COST OF JOB \$28500	(2B) REVISED COST \$18,400 BY: TAV DATE 10/01/13

INFORMATION TO BE FURNISHED BY ALL APPLICANTS

LEGAL DESCRIPTION OF EXISTING BUILDING

(4A) TYPE OF CONSTR. 53	(5A) NO. OF STORIES OF OCCUPANCY 4	(6A) NO. OF BASEMENTS AND CELLARS 0	(7A) PRESENT USE TWO FAMILY DWELLING	(8A) OCCUP. CLASS R-3	(9A) NO. OF DWELLING UNITS 2
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DESCRIPTION OF BUILDING AFTER PROPOSED ALTERATION

(4) TYPE OF CONSTR. 53	(5) NO. OF STORIES OF OCCUPANCY 4	(6) NO. OF BASEMENTS AND CELLARS 0	(7) PROPOSED USE (LEGAL USE) TWO FAMILY DWELLING	(8) OCCUP. CLASS R-3	(9) NO. OF DWELLING UNITS 2
---------------------------	--------------------------------------	---------------------------------------	---	-------------------------	--------------------------------

(10) IS AUTO HIGHWAY TO BE CONSTRUCTED OR ALTERED?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(11) WILL STREET SPACE BE USED DURING CONSTRUCTION?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(12) ELECTRICAL WORK TO BE PERFORMED?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(13) PLUMBING WORK TO BE PERFORMED?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
--	---	---	---	---------------------------------------	---	-------------------------------------	---

(14) GENERAL CONTRACTOR Ammar	ADDRESS	ZIP	PHONE	CALIF. LIC. NO.	EXPIRATION DATE
----------------------------------	---------	-----	-------	-----------------	-----------------

(15) OWNER - LESSEE (CROSS OUT ONE) PAM WHITEHEAD	ADDRESS 2857 BROOKELYN	ZIP	BTRC#	PHONE (FOR CONTACT BY DEPT.) (415) 250-4857
--	---------------------------	-----	-------	--

(16) WRITE IN DESCRIPTION OF ALL WORK TO BE PERFORMED UNDER THIS APPLICATION (REFERENCE TO PLANS IS NOT SUFFICIENT)

REMOVE FIRE DAMAGED AND UNSOUND FRAMING DISCOVERED DURING ALTERATION UNDERWAY (2011-0825-2839) REMOVE & REPLACE ALL FLOOR + DECK JOISTS + EXTERIOR WALL FRAMING AT 2ND + 3RD FLOORS ONLY REFRAMING BAYS + WINDOW + ALL NEW EXTERIOR

ADDITIONAL INFORMATION ELEMENTS IN KIND

(17) DOES THIS ALTERATION CREATE ADDITIONAL HEIGHT OR STORY TO BUILDING?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(18) IF (17) IS YES, STATE NEW HEIGHT AT CENTER LINE OF FRONT	(19) DOES THIS ALTERATION CREATE DECK OR HORIZ. EXTENSION TO BUILDING?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(20) IF (19) IS YES, STATE NEW GROUND FLOOR AREA	SO. FT.	
(21) WILL SIDEWALK OVER SUB-SIDEWALK SPACE BE REPAIRED OR ALTERED?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(22) WILL BUILDING EXTEND BEYOND PROPERTY LINE?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(23) ANY OTHER EXISTING BLDG. ON LOT? (IF YES, SHOW ON PLOT PLAN)	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(24) DOES THIS ALTERATION CONSTITUTE A CHANGE OF OCCUPANCY?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

(25) ARCHITECT OR ENGINEER (DESIGN) <input type="checkbox"/> CONSTRUCTION <input checked="" type="checkbox"/> STEPHEN ANTONARDES	ADDRESS 2261 MARKET ST. #324	CALIF. CERTIFICATE NO. C-14386
---	---------------------------------	-----------------------------------

(26) CONSTRUCTION LEADER (ENTER NAME AND BRANCH DESIGNATION IF ANY. IF THERE IS NO KNOWN CONSTRUCTION LEADER, ENTER "UNKNOWN")	ADDRESS
--	---------

IMPORTANT NOTICES

No change shall be made in the character of the occupancy or use without first obtaining a Building Permit authorizing such change. See San Francisco Building Code and San Francisco Planning Code.

No portion of building or structure or foundation used during construction is to be lower than 6" to any wall containing more than 150 volts. See Sec 36B, California Penal Code.

Pursuant to San Francisco Building Code, the building permit shall be posted on the job. The owner is responsible for approved plans, and application being kept at building site.

Grades listed as shown on drawings accompanying this application are assumed to be correct. If actual grade lines are not the same as shown, revised drawings showing correct grade lines, cuts and fills, and complete details of retaining walls and wall footings must be submitted to this department for approval.

ANY STIPULATION REQUIRED HEREIN OR BY CODE MAY BE APPEALED

BUILDING NOT TO BE OCCUPIED UNTIL CERTIFICATE OF FINAL COMPLETION IS POSTED BY THE BUILDING OR PERMIT OF OCCUPANCY GRANTED, WHEN REQUIRED.

APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE AN APPROVAL FOR THE ELECTRICAL WIRING OR PLUMBING INSTALLATIONS. A SEPARATE PERMIT FOR THE WIRING AND PLUMBING MUST BE OBTAINED. SEPARATE PERMITS ARE REQUIRED IF ANSWER IS "YES" TO ANY OF ABOVE QUESTIONS (10) (11) (12) (13) (14) (21) OR (24).

THIS IS NOT A BUILDING PERMIT. NO WORK SHALL BE STARTED UNTIL A BUILDING PERMIT IS ISSUED.

In drawings, all existing materials must have a clearance of not less than two inches from all electrical wires or equipment.

CHECK APPROPRIATE BOX:

- OWNER
- ARCHITECT
- LESSEE
- AGENT
- CONTRACTOR
- ENGINEER

APPLICANT'S CERTIFICATION

I HEREBY CERTIFY AND AGREE THAT IF A PERMIT IS ISSUED FOR THE CONSTRUCTION DESCRIBED IN THIS APPLICATION, ALL THE PROVISIONS OF THE PERMIT AND ALL LAWS AND ORDINANCES THERE TO WILL BE COMPLIED WITH.

NOTICE TO APPLICANT

HOLD HARMLESS CLAUSE. The permit holder(s) by acceptance of the permit, agree(s) to indemnify and hold harmless the City and County of San Francisco from and against any and all claims, demands and actions for damages resulting from operations under this permit, regardless of negligence of the City and County of San Francisco, and to assume the defense of the City and County of San Francisco against all such claims, demands or actions.

In conformity with the provisions of Section 2800 of the Labor Code of the State of California, the applicant shall have worker's compensation coverage under (I) or (II) set forth below, or shall include item (III), (IV), or (V), whichever is applicable. If however item (VI) is checked, item (IV) must be checked as well. Mark the appropriate method of compliance below.

I hereby affirm under penalty of perjury one of the following declarations:

- (I) I have and will maintain a certificate of consent to self-insure for worker's compensation, as provided by Section 2700 of the Labor Code, for the performance of the work for which this permit is issued.
- (II) I have and will maintain worker's compensation insurance, as required by Section 2700 of the Labor Code, for the performance of the work for which this permit is issued. My worker's compensation insurance carrier and policy number are:
Carrier: _____
Policy number: _____
- (III) The cost of the work to be done is \$100 or less.
- (IV) I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the worker's compensation laws of California. I further acknowledge that I understand that in the event that I should become subject to the worker's compensation provisions of the Labor Code of California and fail to comply forthwith with the provisions of Section 2800 of the Labor Code, that the permit herein applied for shall be deemed revoked.
- (V) I certify as the owner (or the agent for the owner) that in the performance of the work for which this permit is issued, I will employ a contractor who complies with the worker's compensation laws of California and who, prior to the commencement of any work, will file a completed copy of this form with the City of Permit Bureau.

Signature of Applicant or Agent: [Signature] Date: 9/24/13

CONDITIONS AND STIPULATIONS

REFER TO:	APPROVED: <i>[Signature]</i> OCT 01 2013 BUILDING INSPECTOR, DEPT. OF BLDG. INSP.	DATE: 9.24.13 REASON: OK TO PROCESS FOR FIRE DAMAGE REPAIR TV NOTIFIED MR.
<input type="checkbox"/>	APPROVED: <i>per facade alterations: replacement of exterior materials in-kind.</i> <i>[Signature]</i> 9/26/13 DEPARTMENT OF CITY PLANNING	DATE: _____ REASON: _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED: <i>n/a</i> BUREAU OF FIRE PREVENTION & PUBLIC SAFETY	DATE: _____ REASON: _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED: _____ MECHANICAL ENGINEER, DEPT. OF BLDG. INSPECTION	DATE: _____ REASON: _____ NOTIFIED MR.
<input checked="" type="checkbox"/>	APPROVED: <i>SEE APPLICABLE FRAMING DETAILS IN STRUCTURAL PLANS OF P.A. # 2011-0325-2839 FOR IN-KIND REPLACEMENT</i> <i>[Signature]</i> OCT 01 2013 CIVIL ENGINEER, DEPT. OF BLDG. INSPECTION	DATE: _____ REASON: _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED: <i>n/a</i> BUREAU OF ENGINEERING	DATE: _____ REASON: _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED: _____ DEPARTMENT OF PUBLIC HEALTH	DATE: _____ REASON: _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED: _____ REDEVELOPMENT AGENCY	DATE: _____ REASON: _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED: _____ HOUSING INSPECTION DIVISION	DATE: _____ REASON: _____ NOTIFIED MR.

HOLD SECTION - NOTE DATES AND NAMES OF ALL PERSONS NOTIFIED DURING PROCESSING

I agree to comply with all conditions or stipulations of the various bureaus or departments noted on this application, and attached statements of conditions or stipulations, which are hereby made a part of this application.

Number of attachments

[Signature]
OWNER'S AUTHORIZED AGENT



DEPARTMENT OF BUILDING INSPECTION

City & County of San Francisco
1660 Mission Street, San Francisco, California 94103-2414

DATE: SEP 24 2013

PERMIT APPLICANT AND AUTHORIZED AGENT
DISCLOSURE AND CERTIFICATION

- New
Amended

Permit Application No.: 201302474317 Job Address: 2333 WOODSIDE

This form must be completed in its entirety in connection with an application for a building permit (Forms 1/2, 3/8, 4/7, 5 and 6). The form must be amended for all new information or change in information for duration of project. Please be advised that the Department does not regulate permit expeditors/consultants or afford them preferential treatment.

A. Permit Applicant Information

I hereby certify that for the purpose of filing an application for a building or other permit with the Central Permit Bureau, or completion of any form related to the San Francisco Building Code, or to City and County ordinances and regulations, or to state laws and codes, I am the owner, the lessee or the agent of the owner/lessee and am authorized to sign all documents connected with this application or permit.

I declare under penalty of perjury that the foregoing is true and correct. I am the permit applicant and I am

Check box(s):

- The owner (B)
The lessee (C)
The authorized agent. Check only(s):
Architect (D)
Engineer (E)
Contractor (E)
Attorney (F)
Permit Consultant/Expeditor (G)
Other (H)

Print Applicant Name
Sign Name

B. Owner Information

Name
Phone
Address
City State Zip

C. Lessee Information

Name
Phone
Address
City State Zip

D. Architect / Engineer Information

None
List all Architect(s)/Engineer(s) on project:

1. Name
Architect
Engineer
Phone No.
Firm Name
License #
Expiration Date
Firm Address
City State Zip

2. Name
Architect
Engineer
Phone No.
Firm Name
License #
Expiration Date
Firm Address
City State Zip

3. Name
Architect
Engineer
Phone No.
Firm Name
License #
Expiration Date
Firm Address
City State Zip

E. General Contractor Information

Note: Complete separate licensed contractor's statement also.

Name
Phone
Firm Name
License #
Expiration Date
Firm address
City State Zip

- Contractor not yet selected. If this box is checked, submit an amended form when known.
Owner - Builder. If this box is checked, submit owner-builder declaration form.

F. Attorney Information

Name
Phone
Firm Name
Firm Address
City State Zip

G. Permit Consultant / Expeditor

Name
Phone
Firm Name
Firm Address
City State Zip

H. Authorized Agent - Others

Name
Phone
Firm Name
Firm Address
City State Zip

Please describe your relationship with the owner

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SAN FRANCISCO

City and County of San Francisco
Department of Building Inspection
DEPARTMENT OF
BUILDING INSPECTION



Edwin M. Lee, Mayor
Tom C. Hui, S.E., Director

PERMIT APPLICATION #: 2013-09-24-7638

PROPERTY OWNER'S PACKAGE

Disclosures & Forms for Owner-Builders Applying for Construction Permits

IMPORTANT! NOTICE TO PROPERTY OWNER

An application for a building permit has been submitted in your name listing yourself as the builder of the property improvements specified at 2853-57 Broderick St.

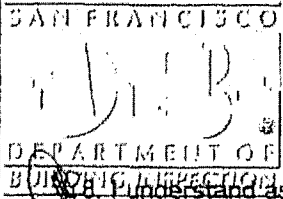
We are providing you with an Owner-Builder Acknowledgment and Information Verification Form to make you aware of your responsibilities and possible risk you may incur by having this permit issued in your name as the Owner-Builder. We will not issue a building permit until you have read, initialed your understanding of each provision, signed, and returned this form to us at our official address indicated. An agent of the owner cannot execute this notice unless you, the property owner, obtain the prior approval of the permitting authority.

OWNER'S ACKNOWLEDGMENT AND VERIFICATION OF INFORMATION

DIRECTIONS: Read and initial each statement below to signify you understand or verify this information.

1. I understand a frequent practice of unlicensed persons is to have the property owner obtain an "Owner-Builder" building permit that erroneously implies that the property owner is providing his or her own labor and material personally. I, as an Owner-Builder, may be held liable and subject to serious financial risk for any injuries sustained by an unlicensed person and his or her employees while working on my property. My homeowner's insurance may not provide coverage for those injuries. I am willfully acting as an Owner-Builder and am aware of the limits of my insurance coverage for injuries to workers on my property.
2. I understand building permits are not required to be signed by property owners unless they are *responsible* for the construction and are not hiring a licensed Contractor to assume this responsibility.
3. I understand as an "Owner-Builder" I am the responsible party of record on the permit. I understand that I may protect myself from potential financial risk by hiring a licensed Contractor and having the permit filed in his or her name instead of my own.
4. I understand Contractors are required by law to be licensed and bonded in California and to list their license numbers on permits and contracts.
5. I understand if I employ or otherwise engage any persons, other than California licensed Contractors, and the total value of my construction is at least five hundred dollars (\$500), including labor and materials, I may be considered an "employer" under state and federal law.
6. I understand if I am considered an "employer" under state and federal law, I must register with the state and federal government, withhold payroll taxes, provide workers' compensation disability insurance, and contribute to unemployment compensation for each "employee." I also understand my failure to abide by these laws may subject me to serious financial risk.
7. I understand under California Contractors' State License Law, an Owner-Builder who builds single-family residential structures cannot legally build them with the intent to offer them for sale, unless *all* work is performed by licensed subcontractors and the number of structures does not exceed four within any calendar year, or all of the work is performed under contract with a licensed general building Contractor.

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I understand as an Owner-Builder if I sell the property for which this permit is issued, I may be held liable for any financial or personal injuries sustained by any subsequent owner(s) that result from any latent construction defects in the workmanship or materials.

9. I understand I may obtain more information regarding my obligations as an "employer" from the Internal Revenue Service, the United States Small Business Administration, the California Department of Benefit Payments, and the California Division of Industrial Accidents. I also understand I may contact the California Contractors' State License Board (CSLB) at 1-800-321-CSLB (2752) or www.cslb.ca.gov for more information about licensed contractors.

10. I am aware of and consent to an Owner-Builder building permit applied for in my name, and understand that I am the party legally and financially responsible for proposed construction activity at the following address:

2053-77 Broderick St

11. I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern Owner-Builders as well as employers.

12. I agree to notify the issuer of this form immediately of any additions, deletions, or changes to any of the information I have provided on this form. Licensed contractors are regulated by laws designed to protect the public. If you contract with someone who does not have a license, the Contractors' State License Board may be unable to assist you with any financial loss you may sustain as a result of a complaint. Your only remedy against unlicensed Contractors may be in civil court. It is also important for you to understand that if an unlicensed Contractor or employee of that individual or firm is injured while working on your property, you may be held liable for damages. If you obtain a permit as Owner-Builder and wish to hire Contractors, you will be responsible for verifying whether or not those Contractors are properly licensed and the status of their workers' compensation insurance coverage.

Before a building permit can be issued, this form must be completed and signed by the property owner and returned to the agency responsible for issuing the permit. Note: A copy of the property owner's driver's license, form notarization, or other verification acceptable to the agency is required to be presented when the permit is issued to verify the property owner's signature.

Property Owner's Signature: [Signature] Date: 10-11-13

Note: The following Authorization Form is required to be completed by the property owner only when designating an agent of the property owner to apply for a construction permit for the Owner-Builder.

AUTHORIZATION OF AGENT TO ACT ON PROPERTY OWNER'S BEHALF

Excluding the Notice to Property Owner, the execution of which I understand is my personal responsibility, I hereby authorize the following person(s) to act as my agent(s) to apply for, sign, and file the documents necessary to obtain an Owner-Builder Permit for my project.

Scope of Construction Project (or Description of Work):

Project Location or Address:

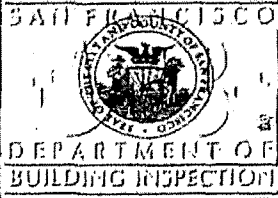
Name of Authorized Agent Phone: ()

Address of Authorized Agent:

I declare under penalty of perjury that I am the property owner for the address listed above and I personally filled out the above information and certify its accuracy. Note: A copy of the owner's driver's license, form notarization, or other verification acceptable to the agency is required to be presented when the permit is issued to verify the property owner's signature.

Property Owner's Signature: Date:

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Department of Building Inspection

City & County of San Francisco
1650 Mission Street, San Francisco, CA 94103-2414



Receipt for Filing Fees Paid (Plancheck Receipt)

Receipt No: 13095898

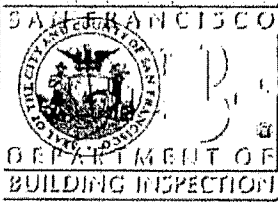
Application Number Address
201309247638 2853 BRODERICK ST

Filing Fees based on Estimated Cost:		\$ 2500.00
Fee Code	Description	Fee Amount
TECH SUR-F	Technology Surcharge	11.40
BLDGSTD-F	Bldg Stds Admin Spec Revolv Fund	1.00
DCP-F	DCP Plan Check (F)	342.00
REC RETAIN	Records Retention Fee DBI	6.00
PLAN REV-F	Plan Review (filing) DBI	222.11
Total Filing Fees		582.51

Payments						
Payment Stage	Type	Paid By	Pay Date	Receipt #	Rec By	Payment Amount
FILING	VISA	STEPHEN ANTONAROS 415-864- 2261 2261 MARKET STREET, SUITE# 324 SAN FRANCISCO CA	09/24/2013	13095898	ACHAN	582.51

Total Payments 582.51

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NOTICE OF VIOLATION

of the San Francisco Municipal Codes Regarding Unsafe, Substandard or Noncomplying Structure or Land or Occupancy

DEPARTMENT OF BUILDING INSPECTION
City and County of San Francisco
1660 Mission St. San Francisco, CA 94103

NOTICE: 1

NUMBER: 201065414
DATE: 30-AUG-10

ADDRESS: 2857 BRODERICK ST

OCCUPANCY/USE: R-3 (RESIDENTIAL- 1 & 2 UNIT DWELLINGS, TOWNHOUSES) BLOCK: 0947 LOT: 002

If checked, this information is based upon site-observation only. Further research may indicate that legal use is different. If so, a revised Notice of Violation will be issued.

OWNER/AGENT: INGER M CONRAD REVOC TR
MAILING: INGER M CONRAD REVOC TR
ADDRESS: CONRAD INGER M & LEMAIRE MA
607 VERANO AVE
SONOMA CA 95476

PHONE #: --

PERSON CONTACTED @ SITE:

PHONE #: --

VIOLATION DESCRIPTION:

CODE/SECTION#

<input type="checkbox"/> WORK WITHOUT PERMIT	106.1.1
<input type="checkbox"/> ADDITIONAL WORK-PERMIT REQUIRED	106.4.7
<input type="checkbox"/> EXPIRED OR <input type="checkbox"/> CANCELLED PERMIT PA#:	106.4.4
<input checked="" type="checkbox"/> UNSAFE BUILDING <input type="checkbox"/> SEE ATTACHMENTS	102.1

Fire damage at rear of basement - significant charring of approx 20-30% of floor joists of unit above, possibly affecting structural integrity of floor. Related sub floor area also charred. At unit up above in the immediate area of the fire; significant damage from fire, smoke, water & axe. Front half of unit appears to have mainly cosmetic damage. Some plaster may require removal due to water saturation. No access was provided to 2nd & 3rd floors/not inspected.

CORRECTIVE ACTION:

STOP ALL WORK SFBC 104.2.4

415-558-6102

- FILE BUILDING PERMIT WITHIN 45 DAYS (WITH PLANS) A copy of This Notice Must Accompany the Permit Application
- OBTAIN PERMIT WITHIN 90 DAYS AND COMPLETE ALL WORK WITHIN 120 DAYS, INCLUDING FINAL INSPECTION AND OFF.
- CORRECT VIOLATIONS WITHIN DAYS. NO PERMIT REQUIRED
- YOU FAILED TO COMPLY WITH THE NOTICE(S) DATED . THEREFORE THIS DEPT. HAS INITIATED ABATEMENT PROCEEDINGS.

● FAILURE TO COMPLY WITH THIS NOTICE WILL CAUSE ABATEMENT PROCEEDINGS TO BEGIN. SEE ATTACHMENT FOR ADDITIONAL WARNINGS.

Obtain assessment from structural engineer to determine extent of required structural repairs in basement & 1st floor. Obtain a "soft demo" permit if finishes need to be removed for additional structural investigation. Drawings required for structural repairs. Electrical & plumbing permits required.

INVESTIGATION FEE OR OTHER FEE WILL APPLY

- 9x FEE (WORK W/O PERMIT AFTER 9/1/60) 2x FEE (WORK EXCEEDING SCOPE OF PERMIT)
- OTHER: REINSPECTION FEE \$ NO PENALTY (WORK W/O PERMIT PRIOR TO 9/1/60)

APPROX. DATE OF WORK W/O PERMIT

VALUE OF WORK PERFORMED W/O PERMITS \$

BY ORDER OF THE DIRECTOR, DEPARTMENT OF BUILDING INSPECTION

CONTACT INSPECTOR: Steve Hajnal

PHONE # 415-558-6102

DIVISION: BID

DISTRICT: 4

By: (Inspector's Signature)



NOTICE OF VIOLATION

of the San Francisco Municipal Codes Regarding Unsafe, Substandard or Noncomplying Structure or Land or Occupancy

Pursuant to SFBC 304(e) and 332.3 investigation fees are charged for work begun or performed without permits or for work exceeding the scope of permits. Such fees may be appealed to the Board of Permit Appeals within 15 days of permit issuance, at 878 Stevenson St., 4th floor. 554-6720

WARNING: Failure to take immediate action as required to correct the above violations will result in abatement proceedings by the Department of Building Inspection. If an Order of Abatement is recorded against this property, the owner will be billed or the property will be liened for all costs incurred in the code enforcement process from the posting of the first "Notice of Violation" until all costs are paid. SFBC 203(b) & 332.3

WARNING: Section 204 of the San Francisco Housing Code provides for immediate fines of \$100 for each instance of initial non-compliance, followed by \$200 fines per violation for the second instance of non-compliance, up to a maximum of \$7,500 per building. This section also provides for issuance of a criminal charge as a misdemeanor for each violation, resulting in fines of not less than \$1,000 per day or six months' imprisonment or both.

WARNING: Anyone who derives rental income from housing determined by the Department of Building Inspection to be substandard cannot deduct from state personal income tax and bank and corporate income tax interest, depreciation or taxes attributable to such substandard structure. If correction work is not completed or being diligently, expeditiously and continuously prosecuted after six (6) months from the date of this notice, notification will be sent to the Franchise Tax Board as provided in Section 17284(c) of the Revenue and Taxation Code.

WARNING: Section 205(a) of the San Francisco Building Code provides for civil fines of up to \$500 per day for any person who violates, disobeys, omits, neglects or refuses to comply with or opposes the execution of any provisions of this code. This section also provides for misdemeanor fines, if convicted, of up to \$500 and/or imprisonment up to six months for each separate offense for every day such offense occurs.

De acuerdo a las Secciones 304(e) y 332.3 de el Código de Construcción de Edificios de San Francisco, gastos de investigación serán cobrados por trabajo empezado o realizado sin los debidos permisos o por trabajo que exceda el limite estipulado en los permisos. Dichos cobros pueden ser apelados ante la Junta de Apelaciones de Permisos (Board of Permit Appeals) dentro de los primeros quince dias de haberse obtenido el permiso. Las apelaciones se hacen en el 875 de la calle Stevenson, cuarto piso, telefono 554-6720.

ADVERTENCIA: Si no cumple con las acciones inmediatas requeridas para corregir las infracciones, el Departamento de Inspección de Edificios tendrá el derecho de iniciar el proceso de mitigación. Si una Orden de Mitigación es registrada contra dicha propiedad, los gastos incurridos durante el proceso de aplicación del código, desde la primera puesta del Aviso de Infracción hasta que todos los gastos estén pagados, se le cobrarán al dueño del edificio o la propiedad será embargada para recuperar dichos gastos. Referencia a la Sección 203(b) y 332.3 de el Código de Construcción de Edificios.

ADVERTENCIA: La Sección 204 de el Código de Vivienda de San Francisco permite que se multa inmediatamente \$100 por cada primer caso de inconformidad, seguida por una multa de \$200 por cada segunda infracción de inconformidad, aumentando hasta un máximo de \$7,500 por cada edificio. Esta Sección también permite obtener cargos criminales como delito menor, resultando en multas de no menos de \$1,000 diarios ó 6 meses de encarcelamiento o ambas sanciones.

ADVERTENCIA: Cualquier persona que reciba renta por una vivienda que haya sido declarada que no satisface las normas requeridas por el Departamento de Inspección de Edificios, no puede deducir del estado intereses personales, de banco o empresa, depreciación o taxes atribuidos sobre dicha estructura. Si el trabajo de reparación no se termina o está diligentemente, rápidamente y contantemente acusado después de seis (6) meses de la fecha de este aviso, se le enviará una notificación a la Junta de Comisión de Impuestos (Franchise Tax Board) de acuerdo a la Sección 1264(c) del Código de Ingresos o Impuestos (Revenue and Taxation Code).

ADVERTENCIA: La Sección 205(a) de el Código de Edificios de San Francisco impone multas civiles hasta de \$500 por cada día a cualquier persona que infrinja, desobedezca, omita, descuide, rehusa cumplir, resiste o se opone a la ejecución de las provisiones de este código. Esta sección también impone multas por delito menor, si es declarado culpable, de hasta \$500 o encarcelamiento de hasta 6 meses, o ambas sanciones, por cada una de las ofensas y por cada día que dicha ofensa ocurra.

根據《三藩市建築法碼》(簡稱 SFBC) 第 304(e) 項和第 332.3 項條款的规定，對沒有許可證便已開始的工程和或正在進行的工程，或者超越許可範圍的工程，將收取調查費，當事人可以在許可證發出日起 15 天之內，向該費可以向上訴委員會提出上訴。該委員會地址在 Stevenson 街 875 號 4 樓。電話：554-6720。

警告：任何人通過出租房屋獲得收入，而其房屋已被建築檢查局定為低於規定標準者，不能從加州個人所得稅、銀行和公司所得稅利息、以及與該低標準房屋有關的維修或貸款中扣除稅費。如果在此通告公布六個月後，改正工程沒有完成，或者沒有積極、迅速有效地實施進行，我們將根據《國家稅法法碼》(即 Revenue & Taxation Code) 第 1264(c) 項條款，通知加州稅務委員會 (The Franchise Tax Board)。

警告：如不按照要求立即採取行動，以糾正上述違章行爲，將導致建築檢查局付諸強制糾正程序的執行。倘若此房地產繼續的違章糾正程序令一經在市府檔案，則自違章通知張貼日起的各項與此糾正程序有關的費用，將向房地產主收取，或將其地產扣押，直至付清各項費用。請參閱《三藩市建築法碼》第 203 (b) 項和第 332.3 項條款。

警告：《三藩市建築法碼》第 205(a) 項條款規定：對於任何違反、不服從、疏忽、忽視、或拒絕遵照此法碼者；或者抵制、反對實施此法碼中的任何條款的個人，將付最高 500 元的民事罰款。此法碼還規定罰款者，如果違章定罪，對每天所發生的、每一單項的違法行爲，將付予最高 500 元的罰款，和/或者監禁六個月。

警告：《三藩市房屋法碼》(即 SFBC) 第 204(b) 項條款規定：對每一違章初犯者立即將罰款 100 元，二次重犯者罰款 200 元，每種違章的最高罰款可達 7,500 元。此項法碼還規定對每一違章罪者可提出刑事控告，每日最高罰款可達 1,000 元，或/和監禁六個月。

Permits, Complaints and Boiler PTO Inquiry

Permit Details Report

Report Date: 11/20/2014 11:06:14 AM
Application Number: 201209260727
Form Number: 3
Address(es): 0947 / 002 / 0 2853 BRODERICK ST
 0947 / 002 / 0 2857 BRODERICK ST
Description: 9/26/12: BOA#12-056 DATED 06/20/12. REF: APPL#2011/03/25/2839-S.
Cost: \$10,000.00
Occupancy Code: R-3
Building Use: 28 - 2 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
9/26/2012	TRIAGE	
9/26/2012	FILING	
9/26/2012	FILED	
10/12/2012	PLANCHCK	
10/12/2012	APPROVED	
10/12/2012	ISSUED	
2/6/2014	SUSPEND	Per DCP's request dated 2/5/2014
10/16/2014	REINSTATED	per DCP's request letter dated 10/16/2014
10/23/2014	SUSPEND	per BOA's request e-mail dated 10/22/2014

Contact Details:

Contractor Details:

Addenda Details:

Description:

Step	Station	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Hold Description
1	BLDG	9/26/12	9/26/12			9/26/12	DANG DENNIS	
2	CPB	9/28/12	9/28/12			9/28/12	YAN BRENDA	
3	CP-ZOC	9/28/12	10/1/12			10/1/12	LINDSAY DAVID	approved per Board of Appeals Decision Appeal No. 12.056
4	PPC	10/2/12	10/2/12			10/2/12	THAI SYLVIA	
5	CPB	10/2/12	10/12/12			10/12/12	YAN BRENDA	10/12/12 APPROVED BY KS

This permit has been issued. For information pertaining to this permit, please call 415-558-6096.

Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
8/27/2013	AM	CS	Clerk Scheduled	REINFORCING STEEL	1

Inspections:

Activity Date	Inspector	Inspection Description	Inspection Status
8/27/2013	Thomas Fessler	REINFORCING STEEL	REINFORCING STEEL

Special Inspections:

Addenda No.	Completed Date	Inspected By	Inspection Code	Description	Remarks
-------------	----------------	--------------	-----------------	-------------	---------

For information, or to schedule an inspection, call 558-6570 between 8:30 am and 3:00 pm.

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SAN FRANCISCO

APPLICATION FOR REVIEW
Board of Administrative Hearings
BUILDING INSPECTOR

APPROVED
OCT 12 2012

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF BUILDING INSPECTION
OFFICE COPY

1318
FORM

Application is hereby made to the Department of Building Inspection of San Francisco for permission to build in accordance with the plans and specifications submitted herewith and according to the description hereinafter set forth.

FORM 3 OTHER AGENCIES REVIEW REQUIRED
FORM 4 OVER-THE-COUNTER ISSUANCE
2 NUMBER OF PLAN SETS

DATE FILED 9.26.12	APPLICANT RECEIPT NO. 12092949	PROJECT ADDRESS 2853-2857 BRADEN ST	PERMIT NO. 0947;002
PERMIT NO. 1277279	ISSUE DATE OCT 12 2012	ESTIMATED COST OF JOB eb	PERMITTED COST \$10,000.00

INFORMATION TO BE FURNISHED BY ALL APPLICANTS					
DESCRIPTION OF EXISTING BUILDING					
(I) TYPE OF CONSTRUCTION 5B	(II) NO. OF STORIES OF OCCUPANCY 3	(III) NO. OF BATHS AND CELLARS 1	(IV) PRESENT USE TWO FAMILY DWELLING	(V) OCCUP. CLASS. CODE R-3	(VI) NO. OF DWELLING UNITS 2

DESCRIPTION OF BUILDING AFTER PROPOSED ALTERATION					
(I) TYPE OF CONSTRUCTION 5B	(II) NO. OF STORIES OF OCCUPANCY 4	(III) NO. OF BATHS AND CELLARS 1	(IV) PROPOSED USE TWO FAMILY DWELLING	(V) OCCUP. CLASS. CODE R-3	(VI) NO. OF DWELLING UNITS 2

(VII) OWNER'S NAME (OR NAME OF CONTRACTOR BY ORDER)
PAM WHITEHEAD 50 Magdalena Ct. M.J. CA 94941

CONDITIONS AND STIPULATIONS

APPROVED TO: THIS IS A SITE PERMIT APPLICATION. NO WORK MAY BE STARTED UNTIL CONSTRUCTION PLANS HAVE BEEN APPROVED.

APPROVED BY: [Signature] BUILDING INSPECTION, DEPT. OF BLDG. INV.

APPROVED BY: DENNIS F. KANG, Board of Appeals Decision (Appeal No. 12.056) CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW. SEP 26 2012

APPROVED BY: [Signature] DEPARTMENT OF CITY PLANNING 10/4/12

APPROVED BY: [Signature] BUREAU OF FIRE PREVENTION & PUBLIC SAFETY

APPROVED BY: [Signature] DEPT. WATER, DEPARTMENT OF PUBLIC UTILITIES

APPROVED BY: DENNIS F. KANG, SEP 26 2012

APPROVED BY: [Signature]

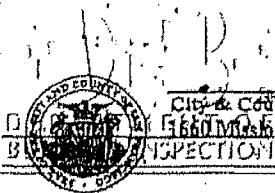
APPROVED BY: [Signature]

I agree to comply with all conditions or stipulations of the various bureaus or departments noted on this application and attached elements of conditions or stipulations, which are hereby made a part of this application.

Owner's Authorized Agent [Signature]

OFFICIAL COPY

SAN FRANCISCO



DEPARTMENT OF BUILDING INSPECTION

City & County of San Francisco
1660 Mission Street, San Francisco, California 94103-2414

DATE: 9-26-2012

PERMIT APPLICANT AND AUTHORIZED AGENT
DISCLOSURE AND CERTIFICATION

New
 Amended

Permit Application No.: 2012 0926 0727 Job Address: 2853-2857 BROOKLYN

This form must be completed in its entirety in connection with an application for a building permit (Forms 1/2, 3/8, 4/7, 5 and 8). The form must be amended for all new information or change in information for duration of project. Please be advised that the Department does not regulate permit expeditors/consultants or afford them preferential treatment.

A. Permit Applicant Information

I hereby certify that for the purpose of filing an application for a building or other permit with the Central Permit Bureau, or completion of any form related to the San Francisco Building Code, or to City and County ordinances and regulations, or to state laws and codes, I am the owner, the lessee or the agent of the owner/lessee and am authorized to sign all documents connected with this application or permit.

I declare under penalty of perjury that the foregoing is true and correct. I am the permit applicant and I am

Check box(es):

- The owner (B) The lessee (C)
- The authorized agent. Check only(s):
 - Architect (D) Engineer (E)
 - Contractor (F) Attorney (G)
 - Permit Consultant/Expediter (H)
 - Other _____ (H)

Print Applicant Name: STEPHEN ANTONIAROS

Sign Name: [Signature]

B. Owner Information

Name: JAMELA WHITEHEAD
Phone: (415) 250-4257
Address: 50 MAGDALENA Hill Valley CA 94114
City: State: Zip:

C. Lessee Information

Name: _____
Phone: _____
Address: _____
City: State: Zip:

D. Architect / Engineer Information

None List all Architect(s)/Engineer(s) on project:

1. Name: STEPHEN ANTONIAROS

Architect Engineer

Phone No.: (415) 864-2261

Firm Name: _____

License #: C-14386

Expiration Date: 6-30-13

Firm Address: 2261 HARKNEY ST #324 SF CA 94142

City: State: Zip:

2. Name: _____

Architect Engineer

Phone No.: _____

Firm Name: _____

License #: _____

Expiration Date: _____

Firm Address: _____

City: State: Zip:

3. Name: _____

Architect Engineer

Phone No.: _____

Firm Name: _____

License #: _____

Expiration Date: _____

Firm Address: _____

City: State: Zip:

E. General Contractor Information

Note: Complete separate licensed contractor's statement also.

Name: _____

Phone: _____

Firm Name: _____

License #: _____

Expiration Date: _____

Firm Address: _____

City: State: Zip:

Contractor not yet selected. If this box is checked, submit an amended form when known.

Owner - Builder. If this box is checked, submit owner-builder declaration form.

F. Attorney Information

Name: _____

Phone: _____

Firm Name: _____

Firm Address: _____

City: State: Zip:

G. Permit Consultant / Expediter

Name: _____

Phone: _____

Firm Name: _____

Firm Address: _____

City: State: Zip:

H. Authorized Agent - Others

Name: STEPHEN ANTONIAROS

Phone: (415) 864-2261

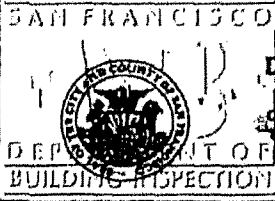
Firm Name: _____

Firm Address: 2261 HARKNEY ST #324 SF CA 94142

City: State: Zip:

Please describe your relationship with the owner

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Department of Building Inspection

City & County of San Francisco
330 Mission Street, San Francisco, CA 94103-2414



Receipt for Filing Fees Paid (Plancheck Receipt)

Receipt No: 12092949

Application Number Address
201209260727 2853 BRODERICK ST

Filing Fees based on Estimated Cost:		\$	1.00
Fee Code	Description	Fee Amount	
TECH SUR-F	Technology Surcharge		3.49
REC RETAIN	Records Retention Fee DBI		18.00
DCP-F	DCP Plan Check (F)		.50
PLAN REV-F	Plan Review (filing) DBI		155.75
BLDGSTD-F	Bldg Stds Admin Spec Revolv Fund		1.00
Total Filing Fees			178.74

Payments						
Payment Stage	Type	Paid By	Pay Date	Receipt #	Rec By	Payment Amount
FILING	VISA	PAMELA WHITEHEAD 4057 50 MAGDALENA MILL VALLEY CA 94114	09/28/2012	12092949	YANBRENDA	178.74

Total Payments 178.74

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BOARD OF APPEALS, CITY & COUNTY OF SAN FRANCISCO

Appeal No. 12-056

Appeal of PAT BUSCOVICH, Appellant(s) vs. DEPT. OF BUILDING INSPECTION, PLANNING DEPT. APPROVAL, Respondent

NOTICE OF APPEAL

NOTICE IS HEREBY GIVEN THAT on May 02, 2012 the above named appellant(s) filed an appeal with the Board of Appeals of the City and County of San Francisco from the decision or order of the above named department(s), commission, or officer.

The substance or effect of the decision or order appealed from is the issuance on April 17, 2012, to Inger Conrad, Permit to Alter a Building (raise building 36"; build new garage and rooms down for future expansion; new curb cut) at 2853-2857 Broderick Street.

APPLICATION NO. 2011/03/25/2839S

FOR HEARING ON June 20, 2012

Table with 2 columns: Address & Tel. of Appellant(s) and Address & Tel. of Other Parties. Includes contact info for Pat Buscovich and Inger Conrad.

NOTICE OF DECISION & ORDER

The aforementioned matter came on regularly for hearing before the Board of Appeals of the City & County of San Francisco on June 20, 2012. PURSUANT TO § 4.106 of the Charter of the City & County of San Francisco and Article 1, § 14 of the Business & Tax Regulations Code of the said City & County, and the action above stated, the Board of Appeals hereby GRANTS THE APPEAL

AND CONDITIONS THE SUBJECT PERMIT WITH ADOPTION OF REVISED PLANS dated August 22, 2012 (see attached documents). This decision is rendered on the basis of an agreement between the parties.

THE SUSPENSION MAY NOT BE LIFTED UNTIL FULL-SIZE SETS OF SAID REVISED PLANS ARE ACCEPTED BY BOARD STAFF, THEN APPROVED BY THE DBI AND PLANNING DEPT., AND UNTIL THE DBI ISSUES A SPECIAL CONDITIONS PERMIT WHICH EXECUTES SAID REVISED PLANS.

BOARD OF APPEALS CITY & COUNTY OF SAN FRANCISCO

Signature of Chris Hwang

Chris Hwang, Vice President

Original Hearing: June 20, 2012
Last Day to Request Rehearing: July 02, 2012
Request for Rehearing: Sept. 12, 2012 (granted)
Rehearing: Sept. 19, 2012
Notice Released: Sept. 20, 2012

Signature of Cynthia G. Goldstein

Cynthia G. Goldstein, Executive Director

If this decision is subject to review under Code of Civil Procedure § 1094.5, then the time within which judicial review must be sought is governed by California Code of Civil Procedure § 1094.6.

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City and County of San Francisco

Board of Appeals



AFFIDAVIT OF SERVICE

Pat Buscovich, Appellant
235 Montgomery Street #823
S.F., CA 94104

I, Victor F. Pacheco, Legal Assistant for the Board of Appeals, hereby certify that on this 20th day of September, 2012, I served the attached Notice(s) of Decision & Order for Appeal No(s). 12-056
Buscovich vs. DBI, PDA, subject property at 2853-2857 Broderick Street, on the appellant(s) by mailing a copy via U.S. mail, first class, to the address above.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed in San Francisco, California.

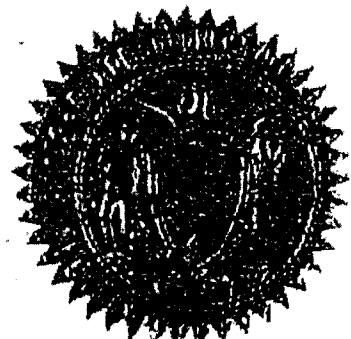
9/20/2012
Date

Victor F. Pacheco
Victor F. Pacheco

cc: DBI BID (if applicable), DBI CPB (if applicable),
Planning Dept. (if applicable), and Redevelopment Agency (if applicable)

OTHER PARTIES
OR CONCERNED CITIZENS:

Inger Conrad, Permit Holder
c/o John Kevlin, Attorney for Permit Holder
One Bush Street #600
S.F., CA 94104





City and County of San Francisco

Board of Appeals

**BOARD OF APPEALS PROCESS FOR REVISED PLANS**

The following process applies only to appeals in which the Board of Appeals has imposed as a condition of approval for a building permit or zoning variance, the submittal of revised plans.

1. ~~The permit holder shall submit three sets of revised plans to the executive secretary~~ for review and approval. The permit holder or his/her representative will carry two sets to the Department of Building Inspection for expedited review under the Building Code. The Board of Appeals will retain one set as part of the permanent records.
2. All 3 sets of plans shall be marked with clouds and/or highlighting to clearly show the specific revisions required by the Board of Appeals.
3. For efficiency the permit holder shall telephone the Board office for an appointment with the executive secretary for the review and approval of said plans, to increase the likelihood that it can be done with a single visit to the Board office.

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SAN FRANCISCO

DEPARTMENT OF BUILDING INSPECTION

APPROVED PERMIT

Dept. of Building Inspection
APR 17 2012

MAR 25 2011

VERTICAL
HORIZONTAL

SFUSD 750

BUILDING PERMIT FORM 318

APPROVED FOR CONSTRUCTION

Capacity of Work

Water 997

Waste 271

Gas 271

2010 2714 (M.D)

N/V 2010 2714 (RID)

APPLICATION FOR BUILDING PERMIT
ADDITIONS, ALTERATIONS OR REPAIRS

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF BUILDING INSPECTION

FORM 3 OTHER AGENCIES REVIEW REQUIRED

FORM 8 OVER-THE COUNTER ISSUANCE

2 NUMBER OF PLAN SETS

DBR

DO NOT WRITE ABOVE THIS LINE

APPLICATION IS HEREBY MADE TO THE DEPARTMENT OF BUILDING INSPECTION OF SAN FRANCISCO FOR PERMISSION TO BUILD IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS SUBMITTED HEREBY AND ACCORDING TO THE DESCRIPTION AND FOR THE PURPOSE HEREINAFTER SET FORTH.

ISSUE DATE MAR 25 2011	BLDG OR REPAIR NO. 1103207	PERMIT NO. 2853-2857	ADDRESS BRODERICK ST / 0947 / 002
PERMIT NO. 1262423	ISSUE DATE APR 17 2012	PERMITS COST \$5000	PERMIT FEE \$5000

INFORMATION TO BE FURNISHED BY ALL APPLICANTS

LEGAL DESCRIPTION OF EXISTING BUILDING

PLAN TYPE OF CONCR. 3N	NO. OF STORIES OF BUILDING 3	NO. OF FLOORS AND CEILING 1	(2A) PERMIT NO. 5TH TWO-FAMILY DWELLING	NO. OF FLOORS R-3	NO. OF BUILDING UNITS 2
---------------------------	---------------------------------	--------------------------------	--	----------------------	----------------------------

DESCRIPTION OF BUILDING AFTER PROPOSED ALTERATION

PLAN TYPE OF CONCR. 5N	NO. OF STORIES OF BUILDING 4	NO. OF FLOORS AND CEILING 0	(2B) PERMIT NO. TWO-FAMILY DWELLING	NO. OF FLOORS R-3	NO. OF BUILDING UNITS 2
---------------------------	---------------------------------	--------------------------------	--	----------------------	----------------------------

THE BLDG IS BEING... YES NO

THE BLDG IS BEING... YES NO

THE BLDG IS BEING... YES NO

THE BLDG IS BEING... YES NO

THE BLDG IS BEING... YES NO

THE BLDG IS BEING... YES NO

THE BLDG IS BEING... YES NO

THE BLDG IS BEING... YES NO

THE BLDG IS BEING... YES NO

THE BLDG IS BEING... YES NO

ADDITIONAL INFORMATION

DOES THIS BLDG... YES NO

DOES THIS BLDG... YES NO

DOES THIS BLDG... YES NO

DOES THIS BLDG... YES NO

DOES THIS BLDG... YES NO

DOES THIS BLDG... YES NO

IMPORTANT NOTICES

No change shall be made in the character of the occupancy or use without first obtaining a Building Permit following such change. See San Francisco Building Code and San Francisco Planning Code.

The plan of building to structure or building shall comply with the latest code of the City and County of San Francisco and the latest code of the State of California.

Permit in San Francisco Building Code, the building permit shall be placed on the job. The owner is responsible for maintaining and updating building permit at building site.

Unless hereon the permit or change authorizing this application was suspended or annulled, it shall remain in full force and effect until the expiration of the term of the permit, and the expiration of the term of the permit shall not constitute a renewal of the permit.

ANY APPLICANT VIOLATING THESE BY CODE MAY BE APPEALED.

BUILDING NOT TO BE OCCUPIED UNTIL COMPLETION OF FINAL COMPLETION IS POSTED ON THE BUILDING OR OCCUPANCY GRANTED, IF SO REQUIRED.

APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE AN APPROVAL FOR THE ELECTRICAL, MECHANICAL OR PLUMBING INSTALLATIONS. A SEPARATE PERMIT FOR THE ELECTRICAL AND PLUMBING MUST BE OBTAINED FROM THE DEPARTMENT OF BUILDING INSPECTION IN ACCORDANCE WITH THE CITY AND COUNTY OF SAN FRANCISCO BUILDING CODE.

THIS IS NOT A BUILDING PERMIT. NO WORK SHALL BE STARTED UNTIL A BUILDING PERMIT IS OBTAINED.

All buildings or buildings under construction shall have a minimum of one fire escape from each of the principal stories of the building.

CONTRACT APPROVED BY:

ARCHITECT ENGINEER

CONTRACTOR ARCHITECT

APPLICANT'S CERTIFICATION

I HEREBY CERTIFY AND AGREE THAT IF A PERMIT IS ISSUED FOR THE CONSTRUCTION DESCRIBED BY THIS APPLICATION, ALL THE PROVISIONS OF THE PERMIT AND ALL LAWS AND ORDINANCES THEREIN WILL BE COMPLIED WITH.

NOTICE TO APPLICANT

HOLD HARMLESS CLAUSE: The permittee by acceptance of the permit, agrees to indemnify and hold harmless the City and County of San Francisco from and against any and all claims, demands and expenses for damages resulting from operations under this permit, regardless of negligence of the City and County of San Francisco, and to assume the defense of the City and County of San Francisco against all such claims, demands or actions.

In conformity with the provisions of Section 26000 of the Labor Code of the State of California, the applicant shall first comply with the provisions of said Code before commencing any work on the premises of the applicant. If the applicant fails to comply with the provisions of said Code, the applicant shall be liable for the costs of the enforcement of the provisions of said Code.

I hereby affirm under penalty of perjury that the following statements are true:

I have read and understand the contents of the permit and the conditions of the permit, and I agree to comply with the provisions of the permit and the conditions of the permit.

I have read and understand the provisions of the permit, and I agree to comply with the provisions of the permit and the conditions of the permit.

The cost of the work to be done is \$100 or less.

I certify that in performance of the work for which this permit is issued, I shall not employ any person in any manner as an independent contractor or as a subcontractor in violation of the provisions of the Labor Code of the State of California, and I shall not employ any person in violation of the provisions of the Labor Code of the State of California, and I shall not employ any person in violation of the provisions of the Labor Code of the State of California.

I certify under penalty of perjury that the statements made in this permit are true and correct.

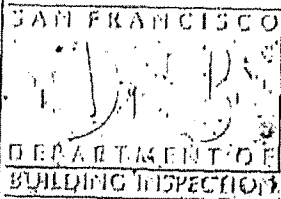
Owner: _____

Permit Number: _____

3/23/11

OFFICE COPY

OFFICIAL COPY



CONDITIONS AND STIPULATIONS

<input type="checkbox"/>	APPROVED: THIS APPLICATION APPROVED FOR SITE PERMIT ONLY. NO WORK MAY BE STARTED UNTIL CONSTRUCTION PLANS HAVE BEEN APPROVED. BY: <i>[Signature]</i> JOSEPH V. LUI MAR 29 2012 BUILDING INSPECTOR, DEPT. OF BLDG. INSPECTION	DATE: 3/7/12 REASON: On top of... NOTIFIED MR.
<input type="checkbox"/>	APPROVED: Raise building 3 ft. to meet garage. Rear alterations per variance decision, Case No. 2010-0344V. Approved Glassy, Schreier 2/1/12 DEPARTMENT OF CITY PLANNING	DATE: _____ REASON: _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED: <i>[Signature]</i> 3/1/12 BUREAU OF FIRE PREVENTION & PUBLIC SAFETY	DATE: _____ REASON: _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED: _____ MEDICAL EXAMINER, DEPT OF BLDG. INSPECTION	DATE: _____ REASON: _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED: _____ CIVIL ENGINEER, DEPT. OF BLDG. INSPECTION	DATE: _____ REASON: _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED: DPW/BSM, SIGN OFF AN JOB CARD. REQUIRE PRIOR TO DBI FINAL. CALL 554-7149 TO SCHEDULE. By LTC 3/5/12. Liang, Tian Gy, DPW/BSM BUREAU OF INSPECTION	DATE: _____ REASON: _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED: _____ DEPARTMENT OF PUBLIC HEALTH	DATE: _____ REASON: _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED: _____ REDEVELOPMENT AGENCY	DATE: _____ REASON: _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED: <i>[Signature]</i> 3/19/12 AT PUC Capacity. She attached... amount will be... BUILDING INSPECTION DIVISION	DATE: _____ REASON: _____ NOTIFIED MR.

I agree to comply with all conditions or stipulations of the various bureaus or departments listed on this application, and attached statements of conditions or stipulations, which are hereby made a part of this application.

Number of Attachments *[Signature]*
GENERAL AUTHORIZED AGENT
Date: 3/2

Permits, Complaints and Boiler PTO Inquiry

Permit Details Report

Report Date: 11/20/2014 10:57:02 AM
Application Number: 201309066151
Form Number: 8
Address(es): 0947 / 002 / 0 2853 BRODERICK ST
 0947 / 002 / 0 2857 BRODERICK ST
Description: REMOVE STEPS PROPOSED TO BE ADDED AT NORTH SIDE ENTRY PORCH UNDER PA# 201103252839, REDUCE NO. OF STEPS AT SOUTH, FRONT ENTRY, ADD NEW DOORS WITH TRANSOMS AT BOTH LOCATIONS.
Cost: \$1.00
Occupancy Code: R-3
Building Use: 28 - 2 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
9/6/2013	TRIAGE	
9/6/2013	FILING	
9/6/2013	FILED	
10/16/2014	WITHDRAWN	

Contact Details:

Contractor Details:

Addenda Details:

Description:

Step	Station	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Phone	Hold Description
1	INTAKE	9/6/13	9/6/13			9/6/13	CHUNG JANCE	415-999-9999	
2	CPB	10/16/14	10/16/14			10/16/14	YU ANNE	415-558-6070	10/16/14: Withdrawn Per Request. Customer lost application & took plans. Duplicate application made.ay

Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
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Inspections:

Activity Date	Inspector	Inspection Description	Inspection Status
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Special Inspections:

Addenda No.	Completed Date	Inspected By	Inspection Code	Description	Remarks
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For information, or to schedule an inspection, call 558-6570 between 8:30 am and 3:00 pm.

[Station Code Descriptions and Phone Numbers](#)

[Online Permit and Complaint Tracking home page.](#)

[Technical Support for Online Services](#)

Permits, Complaints and Boiler PTO Inquiry

Permit Details Report

Report Date: 11/20/2014 10:57:44 AM

Application Number: 201307010898

Form Number: 3

Address(es): 0947 / 002 / 02853 BRODERICK ST
0947 / 002 / 02857 BRODERICK ST

Description: TO COMPLY W/ CORR NOTICE DATED 6/25/13. ALSO TO CLARIFY HEIGHT OF BLDG BEFORE&AFTER BEING RAISED 36" UNDER 201103252839 & TO CORR PREV SHOWN HEIGHTS TO ROOF RIDGE TOP.DWELLING UNIT MERGER TO SFD.ADDITIONS TO SIDE,REAR&4/FL.REVISE 201103111905, 201103252839, 201108031630, 201209260727 &201309247638.

Cost: \$1.00

Occupancy Code: R-3

Building Use: 28 - 2 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
7/1/2013	TRIAGE	
7/1/2013	FILING	
7/1/2013	FILED	

Contact Details:

Contractor Details:

Addenda Details:

Description:

Step	Station	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Phone	Hold Description
1	CPB	7/1/13	7/1/13			7/1/13	CHEUNG WAI FONG	415-558-6070	
2	CP-ZOC	7/1/13	7/16/13	7/16/13	10/15/14	10/15/14	CABREROS GLENN	415-558-6377	Approved per Case No. 2013.0433DDDE. Correct height dimensions. Dwelling unit merger from 2 to 1 unit. Side, rear and vertical additions. 10/15/14 (gc). NOPDR#1 mailed 7/10/13 (gc). Pending review with ZA. 7/16/13 (gc).
3	CP-DR		7/29/14			10/15/14	OROPEZA EDGAR	415-558-6377	DR APPLICATION TAKEN IN ON 7/29/2014. APPLICATION COMPLETE AND TAKEN IN BY EDGAR OROPEZA. PIC STAFF
4	CP-NP						CABREROS GLENN	415-558-6377	Mailed 311 Cover Letter 6/27/14 (Vlad) Mailed 311 Notice 7/7/14; Expired 8/6/14 (Vlad)
5	BLDG	10/15/14	11/6/14				YIN DIANE	415-558-6133	
6	DPW-BSM							415-558-6060	
7	PPC						THAI SYLVIA	415-558-6133	10/20/14: Return to Diane Yin; snt. 10/20/14: OTC disapproved, back to BLDG. mml 10/20/14: to Stephen Antonaros for OTC. PG 10/17/14; back to OTC bin; snt. 10/17/14: Plans routed to Stephen Antonaros hold for Building review. AL 10/17/14: Plans routed to OTC hold for Building review. AL 10/15/14: to BSM; snt.

8	CPB						YAN BRENDA	415- 558- 6070	10/17/14: UPDATED DESCRIPTION OF WORK & IS A 2 UNITS MERGER TO 1 UNIT, NO STRUCTURE PLANS & CHANGE FULL TO SITE PERMIT REQUEST BY APPLICANT. OK BY WF. BYAN.
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Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
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Inspections:

Activity Date	Inspector	Inspection Description	Inspection Status
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Special Inspections:

Addenda No.	Completed Date	Inspected By	Inspection Code	Description	Remarks
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For information, or to schedule an inspection, call 558-6570 between 8:30 am and 3:00 pm.

[Station Code Descriptions and Phone Numbers](#)

[Online Permit and Complaint Tracking](#) home page.

Technical Support for Online Services

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City and County of San Francisco ©2000-2009

Permits, Complaints and Boiler PTO Inquiry

Permit Details Report

Report Date: 11/20/2014 10:57:44 AM

Application Number: 201307010898

Form Number: 3

Address(es): 0947 / 002 / 0 2853 BRODERICK ST
0947 / 002 / 0 2857 BRODERICK ST

Description: TO COMPLY W/ CORR NOTICE DATED 6/25/13. ALSO TO CLARIFY HEIGHT OF BLDG BEFORE&AFTER BEING RAISED 36" UNDER 201103252839 & TO CORR PREV SHOWN HEIGHTS TO ROOF RIDGE TOP. DWELLING UNIT MERGER TO SFD. ADDITIONS TO SIDE, REAR & 1/FL. REVISE 20110311905, 201103252839, 201108031630, 201209260727 & 201309247638.

Cost: \$1.00

Occupancy Code: R-3

Building Use: 28 - 2 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
7/1/2013	TRIAGE	
7/1/2013	FILING	
7/1/2013	FILED	

Contact Details:

Contractor Details:

Addenda Details:

Description:

Step	Station	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Phone	Hold Description
1	CPB	7/1/13	7/1/13			7/1/13	CHEUNG WAI FONG	415-558-6070	
2	CP-ZOC	7/1/13	7/16/13	7/16/13	10/15/14	10/15/14	CABREROS GLENN	415-558-6377	Approved per Case No. 2013.0433DDDE. Correct height dimensions. Dwelling unit merger from 2 to 1 unit. Side, rear and vertical additions. 10/15/14 (gc). NOPDR#1 mailed 7/10/13 (gc). Pending review with ZA. 7/16/13 (gc).
3	CP-DR		7/29/14			10/15/14	OROPEZA EDGAR	415-558-6377	DR APPLICATION TAKEN IN ON 7/29/2014. APPLICATION COMPLETE AND TAKEN IN BY EDGAR OROPEZA, PIC STAFF
4	CP-NP						CABREROS GLENN	415-558-6377	Mailed 311 Cover Letter 6/27/14 (Vlad) Mailed 311 Notice 7/7/14; Expired 8/6/14 (Vlad)
5	BLDG	10/15/14	11/6/14				YIN DIANE	415-558-6133	
6	DPW-BSM							415-558-6060	
7	PPC						THAI SYLVIA	415-558-6133	10/20/14: Return to Diane Yin; snt. 10/20/14: OTC disapproved, back to BLDG. mml 10/20/14: to Stephen Antonaros for OTC. PG 10/17/14: back to OTC bin; snt. 10/17/14: Plans routed to Stephen Antonaros hold for Building review. AL 10/17/14: Plans routed to OTC hold for Building review. AL 10/15/14: to BSM; snt.

8	CPB					YAN BRENDA	415- 558- 6070	10/17/14: UPDATED DESCRIPTION OF WORK & IS A 2 UNITS MERGER TO 1 UNIT, NO STRUCTURE PLANS & CHANGE FULL TO SITE PERMIT REQUEST BY APPLICANT. OK BY WF. BYAN.
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Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
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Inspections:

Activity Date	Inspector	Inspection Description	Inspection Status
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Special Inspections:

Addenda No.	Completed Date	Inspected By	Inspection Code	Description	Remarks
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For information, or to schedule an inspection, call 558-6570 between 8:30 am and 3:00 pm.

[Station Code Descriptions and Phone Numbers](#)

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Technical Support for Online Services

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Permits, Complaints and Boiler PTO Inquiry

Permit Details Report

Report Date: 11/20/2014 10:53:19 AM

Application Number: 201108031630

Form Number: 3

Address(es): 0947 / 002 / 0 2853 BRODERICK ST
0947 / 002 / 0 2857 BRODERICK ST

Description: TO COMPLY W/ NOV 201003592 & 20105414. REPLACE 26'X38' 1/FLR FRAMING, REPL INTR WALL FINISH ENTIRE(2 UNITS).REPLACE BATHRM & KITCHENS-2UNITS.REPL ELECT&MECH(SEPARATE PERMIT).INTR ALTERN POST FIRE DAMAGES.ADD NEW BEDRM&BATH AT GRD/FLR).INSTALL NEW INSULN.SHEETROCK.SPRINKLER&KITCHEN&BATH FIX&CABINET.

Cost: \$320,000.00

Occupancy Code: R-3

Building Use: 28 - 2 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
8/3/2011	TRIALGE	
8/3/2011	FILING	
8/3/2011	FILED	
2/3/2012	PLANCHECK	
2/3/2012	APPROVED	
2/8/2012	ISSUED	
2/6/2014	SUSPEND	per DCP's request dated 2/5/2014
10/16/2014	REINSTATED	per DCP's request letter dated 10/16/2014
10/23/2014	SUSPEND	per BOA's request e-mail dated 10/22/2014

Contact Details:

Contractor Details:

License Number: 940335
 Name: JASON LANDIS BLOCH
 Company Name: BLOCH CONSTRUCTION INC
 Address: 239 BRANNAN ST * SAN FRANCISCO CA 94107-0000
 Phone:

Addenda Details:

Description:

Step	Station	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Hold Description
1	BID-INSP	8/3/11	8/3/11			8/3/11	WALLS MARK	
2	CPB	8/3/11	8/3/11			8/3/11	SHER KATHY	
3	CP-ZOC	8/3/11	8/22/11	8/22/11	9/2/11	9/2/11	CABREROS GLENN	APPROVED 9/2/11 - no change bldg envelope or bldg height. (gc) 8/22/11 - Request for building section
4	BLDG	9/6/11	9/14/11	9/22/11		1/27/12	PADA RODOLFO	01/27/2012: Approved. Route to PPC and route back to planning to re-stamp new plan sheets. R. Pada
5	MECH	9/22/11	10/21/11	10/24/11		11/8/11	LAI JEFF	10/24/11: comments issued & route to ppc. 11/8/11:recheck =1.APPROVED & ROUTE TO PPC.
6	SFPUC	10/24/11	11/17/11			11/17/11	TOM BILL	Reviewed & assessed for capacity charges. 50% paid with permit fees; balance due within 12 months of permit issuance date. See invoice attached to application.. Route Site & S1

7	PPC	8/23/11	8/23/11		2/2/12	SAMARASINGHE GILES	Addendum submittals to PPC 11/17/11. 2/2/12: to CPB.grs 1/30/12: to CP ZOC for stamp on revised set.grs 11/18/11: plans in HOLD BIN: snt 11/8/11: Back to SFPUC.grs 11/7/11: retrieved from SFPUC for J. Lai. Back to J.Lai when returned.grs 10/24/11: to SFPUC.grs 9/22/11: to MECH.grs 9/6/11: to BLDG.grs 8-23-11: Applicant submit Revision 1 to CP-Zoe/Glenn Cabreros. sjf
8	CPB	2/2/12	2/3/12		2/8/12	YAN BRENDA	02/03/12 APPROVED BY KS

This permit has been issued. For information pertaining to this permit, please call 415-558-6096.

Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
11/6/2013	AM	CS	Clerk Scheduled	ROUGH FRAME	1
5/24/2013	AM	CS	Clerk Scheduled	REINFORCING STEEL	2
5/6/2013	AM	CS	Clerk Scheduled	REINFORCING STEEL	1

Inspections:

Activity Date	Inspector	Inspection Description	Inspection Status
11/6/2013	Thomas Fessler	ROUGH FRAME	REINSPECT REQUIRED
5/24/2013	Christopher Schroeder	REINFORCING STEEL	REINFORCING STEEL
5/6/2013	Joseph Yu	REINFORCING STEEL	REINSPECT REQUIRED

Special Inspections:

Addenda No.	Completed Date	Inspected By	Inspection Code	Description	Remarks
0			1	CONCRETE (PLACEMENT & SAMPLING)	fc=3000 psi --- j drive
0			2	BOLTS INSTALLED IN CONCRETE	
0			4	REINFORCING STEEL AND PRESTRESSING TENDONS	
0			5A1	SINGLE PASS FILLET WELDS < 5/16"	
0			24E	WOOD FRAMING	
0			19	SHEAR WALLS AND FLOOR SYSTEMS USED AS SHEAR DIAPHRAGMS	
0			20	HOLDOWNS	
0			24A	FOUNDATIONS	
0			24B	STEEL FRAMING	
0			18A	BOLTS INSTALLED IN EXISTING CONCRETE	

For information, or to schedule an inspection, call 558-6570 between 8:30 am and 3:00 pm.

[Station Code Descriptions and Phone Numbers](#)

[Online Permit and Complaint Tracking](#) home page.

Technical Support for Online Services

If you need help or have a question about this service, please visit our FAQ area.

Contact SFGov Accessibility Policies
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SAN FRANCISCO DEPT. OF BUILDING INSPECTION APPROVED FEB 08 2012



Capacity charges Water \$94.00 Wastewater \$205.50 1/17/11

APPROVED FOR REISSUANCE FEB 08 2012 7-5

BLDG. FORM 318 2011-08-03-1638

APPLICATION NUMBER 2011-08-03-1638

APPROVAL NUMBER

DIRECTOR OF BUILDING INSPECTION DEPT. OF BUILDING INSPECTION

APPLICATION FOR BUILDING PERMIT ADDITIONS, ALTERATIONS OR REPAIRS FORM 3 OTHER AGENCIES REVIEW REQUIRED FORM 8 OVER-THE COUNTER ISSUANCE 2 NUMBER OF PLAN SETS

CITY AND COUNTY OF SAN FRANCISCO DEPARTMENT OF BUILDING INSPECTION APPLICATION IS HEREBY MADE TO THE DEPARTMENT OF BUILDING INSPECTION OF SAN FRANCISCO FOR PERMISSION TO BUILD IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS SUBMITTED HEREWITH AND ACCORDING TO THE DESCRIPTION AND FOR THE PURPOSE HEREINAFTER SET FORTH.

BLDG. NO. 8-5-11 PLAN FOR REISSUE PL. NO. 11094594 2857-2853 BRODERICK ST. 0947/002 PERMIT NO. 1257483 FEB 08 2012 320,000 DCP FEE \$ 320,000 REC'D DATE 01/27/2012

INFORMATION TO BE FURNISHED BY ALL APPLICANTS LEGAL DESCRIPTION OF EXISTING BUILDING LEGAL DESCRIPTION OF BUILDING AFTER PROPOSED ALTERATION ADDITIONAL INFORMATION

IMPORTANT NOTICES No change shall be made to the character of the occupancy or use without first obtaining a Building Permit... CHECK APPROVAL BOX

NOTICE TO APPLICANT HOLD HARMLESS CLAUSE. The permittee by acceptance of this permit, agrees to indemnify and hold harmless the City and County of San Francisco from and against any and all claims, demands and actions for damages...

APPLICANT'S CERTIFICATION I HEREBY CERTIFY AND AGREE THAT IF A PERMIT IS ISSUED FOR THE CONSTRUCTION DESCRIBED IN THIS APPLICATION, ALL THE PROVISIONS OF THE PERMIT AND ALL LAWS AND ORDINANCES THEREIN WILL BE COMPLIED WITH.

Signature of Applicant: Stephen Antonaros 7/15/2011

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SAN FRANCISCO
DEPARTMENT OF BUILDING INSPECTION

CONDITIONS AND STIPULATIONS

<input type="checkbox"/>	APPROVED: _____ REFER TO: _____ DEPARTMENT OF BUILDING INSPECTION RODOLFO B. PADA, DBI JAN 27 2012 BUILDING INSPECTOR, DEPT. OF BLDG. Insp.	DATE: <u>7-15-4</u> REASON: <u>OK to process.</u> <u>H. Walk</u> NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: <u>ESSENTIALLY EXEMPT FROM ENVIRONMENTAL REVIEW, Class I.</u> <u>Interior work/new trade. No expansion of bldg envelope. No change in bldg height.</u> <u>RT: Br 2/1/12</u> Approved Glenn Cabrera DEPARTMENT OF CITY PLANNING	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ BUREAU OF FIRE PREVENTION & PUBLIC SAFETY	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input checked="" type="checkbox"/>	APPROVED: _____ <u>As noted on plans</u> NOV 08 2011 By: _____ MECHANICAL ENGINEER, DEPT OF BLDG. INSPECTION	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ <u>As noted on plan & Application</u> RODOLFO B. PADA, DBI JAN 27 2012 CIVIL ENGINEER, DEPT. OF BLDG. INSPECTION	DATE: _____ REASON: _____ NOTIFIED MR. _____ <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> SPECIAL INSPECTION REQUIRED PER SFBC 2000 SECTION 1701, SFBC </div>
<input type="checkbox"/>	APPROVED: _____ BUREAU OF ENGINEERING	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ DEPARTMENT OF PUBLIC HEALTH	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ REDEVELOPMENT AGENCY	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ <u>SFPUC</u> <u>11/17/11</u> SFPUC Capacity Charges See attached SFPUC Capacity Charge Invoice for amount due. DBI will collect 50% or more of the total amount before the Site Permit is issued. Any balance will be billed and collected by SFPUC directly. HOUSING INSPECTION DIVISION	DATE: _____ REASON: _____ NOTIFIED MR. _____

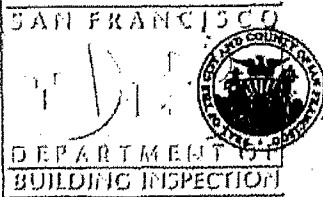
NOTE DATES AND NAMES OF ALL PERSONS NOTIFIED DURING PROCESSING

I agree to comply with all conditions or stipulations of the various bureaus or departments noted on this application, and attached statements of conditions or stipulations, which are hereby made a part of this application.

Number of attachments

OWNER'S AUTHORIZED AGENT

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DEPARTMENT OF BUILDING INSPECTION

City & County of San Francisco
1660 Mission Street, San Francisco, California 94103-2414

DATE: FEB 08 2012

PERMIT APPLICANT AND AUTHORIZED AGENT
DISCLOSURE AND CERTIFICATION

New
Amended

Permit Application No.: 2011-08-03-1630 Job Address: 2883-2887 BROADWAY ST.

This form must be completed in its entirety in connection with an application for a building permit (Forms 1/2, 3/8, 4/7, 5 and 8). The form must be amended for all new information or change in information for duration of project. Please be advised that the Department does not regulate permit expeditors/consultants or afford them preferential treatment.

A. Permit Applicant Information

I hereby certify that for the purpose of filing an application for a building or other permit with the Central Permit Bureau, or completion of any form related to the San Francisco Building Code, or to City and County ordinances and regulations, or to state laws and codes, I am the owner, the lessee or the agent of the owner/lessee and am authorized to sign all documents connected with this application or permit.

I declare under penalty of perjury that the foregoing is true and correct. I am the permit applicant and I am

Check box(es):

- The owner (B)
The lessee (C)
The authorized agent. Check only(s):
Architect (D)
Engineer (E)
Contractor (E)
Attorney (F)
Permit Consultant/Expeditor (G)
Other (H)

Print Applicant Name PHILIP WHITEHEAD

Sign Name P. Whitehead

E. Owner Information

Name INGER CONRAD TRUST
Phone (415) 339-2968
Address 2883 BROADWAY ST
City SF State CA Zip

C. Lessee Information

Name
Phone
Address
City State Zip

D. Architect / Engineer Information

None
List all Architect(s)/Engineer(s) on project

1. Name PHILIP WHITEHEAD
Architect
Engineer
Phone No. (415) 544-0513
Firm Name P. WHITEHEAD ASSOC.
License # CS 0 596
Expiration Date 3/31/11
Firm Address 221 Market St.
City SF State CA Zip 94102

2. Name S. ANTONAROL
Architect
Engineer
Phone No. (415) 364-2261
Firm Name S. ANTONAROL
License # C 17386
Expiration Date 6/30/14
Firm Address 2261 MARKET S.T # 324
City SF State CA Zip 94114

3. Name
Architect
Engineer
Phone No.
Firm Name
License #
Expiration Date
Firm Address
City State Zip

E. General Contractor Information

Note: Complete separate licensed contractor's statement also.

Name MIKE MCCRAKEN
Phone (415) 723-1381
Firm Name BLOOM CONSTRUCTION INC
License # 94085
Expiration Date 2/28/12
Firm Address 3317 AMESLAND ST
City CA State 94123

- Contractor not yet selected. If this box is checked, submit an amended form when known.
Owner - Builder. If this box is checked, submit owner-builder declaration form.

F. Attorney Information

Name
Phone
Firm Name
Firm Address
City State Zip

G. Permit Consultant / Expeditor

Name
Phone
Firm Name
Firm Address
City State Zip

H. Authorized Agent - Others

Name
Phone
Firm Name
Firm Address
City State Zip

Please describe your relationship with the owner



SFPUC CAPACITY CHARGE INVOICE

Permit Application No:	201108031830	Application Submitted:	08/03/11
Entered By (Initial):	BT	Entered On:	11/17/11
Owner First Name:		Owner Last Name:	
Owner Firm Name:	Inger Conrad Revoc Trust	Contact Number:	(707) 838-2988
Owner Street Address:	2853 Broderick St.	City / State:	San Francisco, CA
Service Address:	2853-2857 Broderick St	Zip:	94123
aka:			
Service Block:	B47	Service Zip:	94123
Service Lot:	2		

NOTES:

Remodeling and expanding a 2-unit, residential building

Water Capacity Charge (if applicable)	
Current Capacity Charge	\$1,510.00
Less Prior Use Credit	\$ (1,322.00)
Total Water Capacity Charge	\$ 188.00
Wastewater Capacity Charge (if applicable)	
Current Capacity Charge	\$ 4,478.00
Less Prior Use Credit	\$ (3,909.00)
Total Wastewater Capacity Charge	\$ 567.00
Total Amount Due	\$ 755.00
Payment 1 - Amount Due at DBI	
50% of Water Capacity Charge	\$ 94.00
50% of Wastewater Capacity Charge	\$ 283.50
Total Amount (Both charges)	\$ 377.50
Payment 2 - Amount Due at SFPUC	
50% of Water Capacity Charge	\$ 94.00
50% of Wastewater Capacity Charge	\$ 283.50
Total Amount (Both charges)	\$ 377.50
<p>Second Payment Due Date The second payment is due at the earliest of: 1. The issuance of Certificate of Final Occupancy from DBI, or 2. Prior to transfer of ownership of the property, or 3. With the application for installation of a new or increased water service, or 4. One year from the permit issue date.</p>	
<p>Note: Charges based on information provided by permit applicant; adjustments may be required should new information become available.</p>	

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San Francisco Public Utilities Commission Plan Submittal Form

c/o Department of Building Inspection
1660 Mission Street, San Francisco, CA 94103
BUILDING INSPECTION



This form is to be filled out by all applicants completing building application forms 1, 2, 3, or 8. Careful completion of this form will expedite SFPUC permit review at DBI.

See "Glossary" for more information and definitions of footnoted terms.

DBI Permit Application #: 2011-08-03-1630		Date Application Submitted: 8/3/11	
Project Street Address: 2853-2857 PROBENICK ST		Project Block/Lot #: 0947 / 002	
Project Contact Information:			
Name: S. ANTONAROS			
Street Address: 2261 MARKET ST # 324		Apt. #:	
City: SF	State: CA	Zip: 94114	
Phone: (415) 864-2261			
Email: SANTONAROS@SBCglobal.net			
1. Water Efficient Irrigation¹		Yes	No
Does this project include over 1,000 square feet of new or modified landscape area? ²		<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Stormwater Management³		Yes	No
Is the Development Project Disturbed Area ⁴ greater than or equal to 5,000 square feet?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Construction Site Run Off		Yes	No
Does this project include any external disturbed area? ⁵		<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Recycled Water⁶		Yes	No
Will this project include a new, remodeled, converted building(s)/structure(s), or portion of a building(s)/structure(s) resulting in the alteration of 40,000 square feet or more? ⁷		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project involve the development of a new or existing irrigated area(s) of 10,000 square feet or more? ⁸		<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Batch Discharge Permit⁹		Yes	No
Does this project intend to release any non-metered water into the City's Sewer System? (Including, but not limited to: dewatering from construction sites; run off from power washing of buildings and parking lots; cleaning or hydrostatic testing of pipes or tanks; pumped groundwater)		<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Capacity Charge Notice			
<p>The SFPUC requires that building developments which will increase the demand on the City's water and wastewater systems be assessed a Capacity Charge. The charge recovers the costs associated with providing additional facility capacity to new users as well as to existing users requiring additional capacity. Capacity Charges are typically assessed when there are additional or larger water fixtures added to a development, when there is an expansion in conditioned space or a change in use which would potentially increase water use and wastewater discharges. Restaurants and Laundromats are two examples of developments that routinely are assessed a charge, but any development that increases water and wastewater demands may be assessed as well. If Capacity Charges are required, the applicant's permit application will be routed to the SFPUC desk at DBI for review and assessment. For more information on Capacity Charges please see our website at www.sfwater.org, Capacity Charge. (SFPUC Resolution No's. 07-0099 and 07-0100)</p>			

San Francisco Public Utilities Commission Plan Submittal Form

Glossary
DEPARTMENT OF
BUILDING INSPECTION



¹ Water Efficient Irrigation Ordinance - Requires that landscape projects with a modified landscape area equal to or greater than 1,000 square feet be installed, constructed, operated, and maintained in accordance with established regulations limiting outdoor water consumption. Each landscape project is given a Maximum Applied Water Allowance that provides the project applicant with the appropriate amount of water that may be used to irrigate the landscaped area. (SF Administrative Code, Chapter 63)

Maximum Applied Water Allowance - The amount of annual applied water that may be used for irrigating landscaped areas. This limit is established by the San Francisco Public Utilities Commission (SFPUC) using state mandated formulas and accounts for local climatic conditions.

² Modified Landscape Area - All planting areas, turf areas, and water features in a landscape, as well as any adjacent planted areas in the public right-of-way for which the property owner is responsible that will be modified by the proposed construction. The landscape area does not include the following elements: footprints of buildings or structures unless the footprints include planted areas such as green roofs, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development such as open spaces and existing native vegetation.

³ Stormwater Management Ordinance - Requires the development and maintenance of stormwater management controls for specified activities that disturb 5,000 square feet or more of the ground surface and are subject to building, planning and subdivision approvals. This ordinance enforces the San Francisco Stormwater Design Guidelines as initiated by the Port and SFPUC. (SF Public Works Code Art. 4.2 Sec. 147.2)

Stormwater Design Guidelines - Shows project applicants how to achieve on-site stormwater management using low impact design (LID) strategies, also known as green infrastructure. The *Guidelines* protect San Francisco's environment by reducing stormwater runoff pollution in areas of new development and redevelopment and by reducing the wet weather burden on San Francisco's combined sewer.

⁴ Development Project Disturbed Area - Any activity at the site of a development project that disturbs the cumulative ground surface. These activities include, but are not limited to:

- 1) Construction, modification, conversion, or alteration of any building or structure
- 2) Associated grading, filling, excavation, change in existing topography, and the addition or replacement of impervious surfaces (includes all sidewalks, parking areas, driveways, and landscaped and irrigated areas constructed in conjunction with development in the project area).

[This area does not include: interior remodeling projects, maintenance activities such as top-layer grinding, repaving, re-roofing and conversions or alterations to buildings or structures that do not increase the ground surface footprint of the building structure.]

⁵ External Disturbed Area - Any associated construction activity that occurs off-site from the development project or outside the proposed development boundary. These activities include, but are not limited to: stockpiling, staging, storing, or any other activity that results in a land surface disturbance (or sediment runoff) including those associated with linear projects such as utility or sewer line installation.

⁶ Recycled Water Ordinances - Requires property owners to install dual-plumbing systems for recycled water use within the designated recycled water use areas under certain circumstances. (SF Public Works Code Art. 22 Sec. 1204)

⁷ New or Remodeled building area - New, remodeled, or converted buildings/structures and all subdivisions or portions of a building(s)/structure(s) resulting in the alteration of 40,000 square feet or more. A development project includes landscaped, irrigated areas constructed in conjunction with the project. The landscaped area should not be included in the calculation of the development project's cumulative square footage.

⁸ New or existing irrigated area - New and existing irrigated areas of 10,000 square feet or more not constructed in conjunction with, or as part of a development project.

⁹ Batch Discharge Permit - The SFPUC issues Batch Discharge Permits to non-domestic dischargers for non-routine, episodic, batch, or other temporary discharges into the City's sewer system. Examples include water generated from activities such as: de-watering of construction sites; de-watering of wells drilled to investigate or mitigate a suspected contaminated site; power-washing of buildings or parking lots; or any other activity that generates wastewater, other than from routine commercial or industrial processes. The Batch Discharge Permit specifies the conditions under which wastewater may be discharged into the City's sewer system. For more information and the permit application, please visit: http://sfwater.org/msc_main.cfm/MC_ID/14/MSC_ID/445

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Department of Building Inspection

City & County of San Francisco
1680 Mission Street, San Francisco, CA 94103-2414



Receipt for Filing Fees Paid (Plancheck Receipt)

Receipt No: 11084594

Application Number Address
201108031630 2853 BRODERICK ST

Filing Fees based on Estimated Cost:		\$ 320000.00
Fee Code	Description	Fee Amount
BLDGSTD-F	Bldg Stds Admin Spec Revolv Fund	13.00
DCP-F	DCP Plan Check (F)	8584.20
PLAN REV-F	Plan Review (filing) DBI	3954.38
TECH SUR-F	Technology Surcharge	251.37
REC RETAIN	Records Retention Fee DBI	30.00
Total Filing Fees		12832.95

Payments						
Payment Stage	Type	Paid By	Pay Date	Receipt #	Rec By	Payment Amount
FILING		CHECKBLOCH CONSTRUCTION INC 9254873649 3317 DIVISADERO ST SF CA 94123	08/03/2011	11084594	SHEKKATHY	12832.95

Total Payments 12832.95

Permits, Complaints and Boiler PTO Inquiry

Permit Details Report

Report Date: 11/20/2014 10:05:45 AM
Application Number: 201103252839
Form Number: 3
Address(es): 0947 / 002 / 0 2853 BRODERICK ST
 0947 / 002 / 0 2857 BRODERICK ST
Description: VERTICAL/HORIZONTAL ADDITION, RAISE BLDG 36", BUILD NEW GARAGE & ROOMS DOWN FOR EXPANSION, NEW CURB CUT.
Cost: \$5,000.00
Occupancy Code: R-3
Building Use: 28 - 2 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
3/25/2011	TRIAGE	
3/25/2011	FILING	
3/25/2011	FILED	
3/30/2012	PLANCHECK	
3/30/2012	APPROVED	
4/17/2012	ISSUED	
5/8/2012	SUSPEND	requested by BPA -- ltr dd 5/2/12
10/16/2012	REINSTATED	requested by BPA -- email dd 10/12/12, PA#201200260727 issued on 10/12/12
2/8/2013	ISSUED	
2/6/2014	SUSPEND	Per DCP's request dated 2/5/2014
10/16/2014	REINSTATED	per DCP's request letter dated 10/16/2014
10/23/2014	SUSPEND	per BOA's request e-mail dated 10/22/2014

Contact Details:

Contractor Details:

License Number: OWN
Name: OWNER OWNER
Company Name: OWNER
Address: OWNER * OWNER CA 00000-0000
Phone:

Addenda Details:

Description:SITE

Step	Station	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Hold Description
1	BID-INSP	3/25/11	3/25/11			3/25/11	DUFFY JOSEPH	
2	CPB	3/25/11	3/25/11			3/25/11	YAN BRENDA	
3	CP-ZOC	3/25/11	3/28/11	3/28/11	2/1/12	2/1/12	CABREROS GLENN	APPROVED per case 2010.0394DV, 3/28/11: Notice #1 mailed (GC).
4	CP-MP	6/13/11	6/14/11			9/6/11	CABREROS GLENN	Section 311 Mailed:6/14/11 Exp:7/13/11 (Milton Martin) RE-NOTICE Mailed:8/08/11 Exp:9/06/11 (Milton Martin)
5	SFPUC	3/5/12	3/19/12			3/19/12	TOM BILL	Reviewed & assessed for capacity charges. 50% paid with permit fees; balance due within 12 months of permit issuance date. See invoice attached to application. Route site submittal to PPC 3/19/2012.
								Site permit approval, plans route to PPC for distr. JYU 03292012 Plans in hold pending AB-005 for stair way rail. 03262012 jsyu...

5	DLUC	2/2/12	2/26/12	2/26/12		3/29/12	TC JOSEPH	Changes to exterior of entry stairs require approval by DCP. Please have plans returned to JYU after DCP review. jyu 03012012 call to architect for changes to plans.
5	DPW-BSM	3/1/12	3/5/12			3/5/12	CY LIONGTIAN	Approved Site only! DPW/BSM shall not release construction addenda until complete application and plans for Street Improvement & MSE Minor Encroachment for warped driveway/concrete step are submitted and approved Please submit application with all (SI) requirements at 875 Stevenson Street, RM. 460, and Tel. No. (415)-554-5810. Your construction addenda will be on hold, until all necessary DPW/BSM permits are completed, or the receiving BSM plan checker-recommending sign off Note: Please contact Urban Forestry to apply for tree permit and landscape permit @ 415-554-6700
6	CP-ZOC	3/19/12	3/23/12			3/23/12	CABREROS GLENN	to Planning to review revision; snt
7	DFCU	3/26/12	3/26/12			3/26/12	BLACKSHEAR JOHN	3/26/12: No impact fees. No First Source Hiring Agreement required. --JB
8	PPC	4/7/11	4/7/11			3/29/12	THAI SYLVIA	3/29/12: to CPB; snt 3/27/12: Per J. Yu, removed end date and placed plans in HOLD BIN. grs 3/26/12: to Joe Yu; snt 3/19/12: to Planning, Glenn Cabreros; snt 3/15/12: R10 received. Combined with plans at PUC. Will route to CP ZOC next. grs 3/5/12: to PUC; snt 3/1/12: to BSM; snt 7-22-11: Applicant submit Revision 7 to CP-Zoc/Glenn Cabreros. sjf 7-15-11: Applicant submit Revision 6 to CP-Zoc/Glenn Cabreros. sjf 4-7-11: Applicant submit Revision 1 to CP-Zoc/Glenn Cabreros. sjf
9	CPB	3/29/12	3/30/12			4/17/12	SHEK KATHY	3/30/12: approved. SFUSD req'd. need contractor's info. gs

This permit has been issued. For information pertaining to this permit, please call 415-558-6096.

Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
------------------	-------------------	------------------	------------------	-------------	------------

Inspections:

Activity Date	Inspector	Inspection Description	Inspection Status
---------------	-----------	------------------------	-------------------

Special Inspections:

Addenda No.	Completed Date	Inspected By	Inspection Code	Description	Remarks
1			24B	STEEL FRAMING	
1			24A	FOUNDATIONS	
1			20	HOLDOWNS	
1			19	SHEAR WALLS AND FLOOR SYSTEMS USED AS SHEAR DIAPHRAGMS	
1			24E	WOOD FRAMING	
1	1/8/2014	YTCHIU	12	SHOTCRETE	
1	1/8/2014	YTCHIU	5B5	MOMENT-RESISTING FRAMES	
1	1/8/2014	YTCHIU	5A1	SINGLE PASS FILLET WELDS < 5/16"	
1	1/8/2014	YTCHIU	4	REINFORCING STEEL AND PRESTRESSING TENDONS	
1	1/8/2014	YTCHIU	2	BOLTS INSTALLED IN CONCRETE	

For information, or to schedule an inspection, call 558-6570 between 8:30 am and 3:00 pm.

Station Code Descriptions and Phone Numbers

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SAN FRANCISCO DEPARTMENT OF BUILDING INSPECTION

APPROVED SITE PERMIT

APR 17 2012

Capacity Charges

MAR 25 2011

Water \$91... ANY APPLICATION APPROVED FOR SITE PERMIT... UNLESS THE WORK MAY BE STARTED AND CONSTRUCTION PLAN HAS BEEN APPROVED

BUILDING ENLARGEMENT DESCRIPTION VERTICAL HORIZONTAL

SFUSD 750

BUILDING FORM 318

N/V 20102544 (AID) 20103922 (BID)

APPLICATION FOR BUILDING PERMIT ADDITIONS, ALTERATIONS OR REPAIRS... CITY AND COUNTY OF SAN FRANCISCO DEPARTMENT OF BUILDING INSPECTION... FORM 3 OTHER AGENCIES REVIEW REQUIRED... FORM 8 OVER-THE COUNTER ISSUANCE... NUMBER OF PLAN SETS 2... 2853+2857 BRODERICK ST / 002... \$5000

INFORMATION TO BE FURNISHED BY ALL APPLICANTS... LEGAL DESCRIPTION OF EXISTING BUILDING... 3N... STW TWO-FAMILY DWELLING... R-3... 2... DESCRIPTION OF BUILDING AFTER PROPOSED ALTERATION... 5N... TWO-FAMILY DWELLING... R-3... 2... RAISE BUDG 36" ; BUILD NEW CHANGES + ROOMS DOWN FOR FUTURE EXPANSION ; NEW CLIB CMT...

IMPORTANT NOTICES... HOLD HARMLESS CLAUSE... THE APPLICANT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS... I HEREBY CERTIFY AND ADVISE THAT IF A PERMIT IS ISSUED FOR THE CONSTRUCTION DESCRIBED IN THIS APPLICATION ALL THE PROVISIONS OF THE PERMIT AND ALL LAWS AND ORDINANCES THEREBY WILL BE COMPLIED WITH

NOTICE TO APPLICANT... HOLD HARMLESS CLAUSE... THE APPLICANT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS... I HEREBY CERTIFY AND ADVISE THAT IF A PERMIT IS ISSUED FOR THE CONSTRUCTION DESCRIBED IN THIS APPLICATION ALL THE PROVISIONS OF THE PERMIT AND ALL LAWS AND ORDINANCES THEREBY WILL BE COMPLIED WITH

REVISION PERM 1402

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SAN FRANCISCO

CONDITIONS AND STIPULATIONS

OPEN TO DEPARTMENT OF BUILDING INSPECTION

APPROVED THIS APPLICATION APPROVED FOR SITE PERMIT ONLY NO WORK MAY BE STARTED UNTIL CONSTRUCTION PLANS HAVE BEEN APPROVED

By JOSEPH YU DBI MAR 29 2012

DATE 3/25/11

REASON ON A process

NOTIFIED MR

APPROVED Raise building 3 ft to meet garage floor alterations per variance decision, Case No 2010.0344V Approved Glenn Cabrera 2/1/12

DATE REASON

NOTIFIED MR

APPROVED 3/16/12

DATE REASON

NOTIFIED MR

APPROVED

DATE REASON

NOTIFIED MR

APPROVED

DATE REASON

NOTIFIED MR

APPROVED DPW/BSM SIGN OFF ON JOB CARD REQUIRED PRIOR TO DBI FINAL CALL 554-7149 TO SCHEDULE

By LTC 3/5/12 Long Tian Cy, DPW/BSM

DATE REASON

NOTIFIED MR

APPROVED

DATE REASON

NOTIFIED MR

APPROVED

DATE REASON

NOTIFIED MR

APPROVED SFPUC Capacity Charges See attached SFPUC invoice for total amount due. Payment of the total amount below is required. Any balance will be bill. SFPUC directly

DATE REASON

NOTIFIED MR

I agree to comply with all conditions or stipulations of the various bureaus or departments listed on this application, and attached statements of conditions or stipulations, which are hereby made a part of this application.

Number of attachments

John McCarroll OWNER'S AUTHORIZED AGENT done

VOID SECTION - NOTE DATES AND NAMES OF ALL PERSONS NOTIFIED DURING PROCESSING

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SAN FRANCISCO

DEPARTMENT OF BUILDING INSPECTION



DEPARTMENT OF BUILDING INSPECTION

City & County of San Francisco

1660 Mission Street, San Francisco, California 94103-2414

DATE: 3/25/11

PERMIT APPLICANT AND AUTHORIZED AGENT New

DISCLOSURE AND CERTIFICATION Amended

Permit Application No 20110325 2839 Job Address 2853+2857 BROADWAY

This form must be completed in its entirety in connection with an application for a building permit (Forms 1/2, 3/B, 477, 6 and 8). The form must be amended for all new information or change in information for duration of project. Please be advised that the Department does not regulate permit expeditors/consultants or afford them preferential treatment.

A Permit Applicant Information

I hereby certify that for the purpose of filing an application for a building or other permit with the Central Permit Bureau, or completion of any form related to the San Francisco Building Code, or to City and County ordinances and regulations, or to state laws and codes, I am the owner, the lessee or the agent of the owner/lessee and am authorized to sign all documents connected with this application or permit.

I declare under penalty of perjury that the foregoing is true and correct. I am the permit applicant and I am

- Check box(es)
The owner (B)
The authorized agent Check entity(s)
Architect (D)
Contractor (E)
Permit Consultant/Expediter (G)
Other (H)

Print Applicant Name STEPHEN ANTONIOS

Sign Name [Signature]

B Owner Information

Name NGEE CONRAD
Phone (415) 932-6150
Address 1017 Venice St
San Francisco CA
City State Zip

C. Lessee Information

Name
Phone
Address
City State Zip

D Architect/Engineer Information

None
List all Architect(s)/Engineer(s) on project

1 Name STEPHEN ANTONIOS

Architect
Phone No (415) 864-2261
Firm Name
License # C-14286
Expiration Date 6-30-11
Firm Address 2261 Market #314
SF CA 94117
City State Zip

2 Name

Architect
Engineer
Phone No
Firm Name
License #
Expiration Date
Firm Address
City State Zip

3 Name

Architect
Engineer
Phone No
Firm Name
License #
Expiration Date
Firm Address
City State Zip

E General Contractor Information

Note Complete separate licensed contractor's statement also

Name
Phone
Firm Name
License #
Expiration Date
Firm address
City State Zip

- Contractor not yet selected
Owner - Builder

F Attorney Information

Name
Phone
Firm Name
Firm Address
City State Zip

G Permit Consultant / Expediter

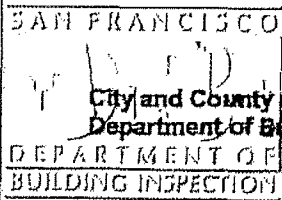
Name
Phone
Firm Name
Firm Address
City State Zip

H Authorized Agent - Others

Name
Phone
Firm Name
Firm Address
City State Zip

Please describe your relationship with the owner

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Edwin M. Lee, Mayor
Vivian L. Day, CBO, Director

PERMIT APPLICATION # 2011-03-05-28395

PROPERTY OWNER'S PACKAGE

Disclosures & Forms for Owner-Builders Applying for Construction Permits

IMPORTANT! NOTICE TO PROPERTY OWNER

An application for a building permit has been submitted in your name listing yourself as the builder of the property improvements specified at 2853-57 Broderick ST

We are providing you with an Owner-Builder Acknowledgment and Information Verification Form to make you aware of your responsibilities and possible risk you may incur by having this permit issued in your name as the Owner-Builder. We will not issue a building permit until you have read, initialed your understanding of each provision, signed, and returned this form to us at our official address indicated. An agent of the owner cannot execute this notice unless you, the property owner, obtain the prior approval of the permitting authority.

OWNER'S ACKNOWLEDGMENT AND VERIFICATION OF INFORMATION

DIRECTIONS: Read and initial each statement below to signify you understand or verify this information.

MLC 1 I understand a frequent practice of unlicensed persons is to have the property owner obtain an "Owner-Builder" building permit that erroneously implies that the property owner is providing his or her own labor and material personally. I, as an Owner-Builder, may be held liable and subject to serious financial risk for any injuries sustained by an unlicensed person and his or her employees while working on my property. My homeowner's insurance may not provide coverage for those injuries. I am willfully acting as an Owner-Builder and am aware of the limits of my insurance coverage for injuries to workers on my property.

MLC 2 I understand building permits are not required to be signed by property owners unless they are responsible for the construction and are not hiring a licensed Contractor to assume this responsibility.

MLC 3 I understand as an "Owner-Builder" I am the responsible party of record on the permit. I understand that I may protect myself from potential financial risk by hiring a licensed Contractor and having the permit filed in his or her name instead of my own.

MLC 4 I understand Contractors are required by law to be licensed and bonded in California and to list their license numbers on permits and contracts.

MLC 5 I understand if I employ or otherwise engage any persons, other than California licensed Contractors, and the total value of my construction is at least five hundred dollars (\$500), including labor and materials I may be considered an "employer" under state and federal law.

MLC 6 I understand if I am considered an "employer" under state and federal law, I must register with the state and federal government, withhold payroll taxes, provide workers' compensation disability insurance and contribute to unemployment compensation for each "employee." I also understand my failure to abide by these laws may subject me to serious financial risk.

MLC 7 I understand under California Contractors' State License Law an Owner-Builder who builds single-family residential structures cannot legally build them with the intent to offer them for sale, unless all work is performed by licensed subcontractors and the number of structures does not exceed four within any calendar year, or all of the work is performed under contract with a licensed general building Contractor.

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9 I understand as an Owner-Builder if I sell the property for which this permit is issued, I may be held liable for any physical or personal injuries sustained by any subsequent owner(s) that result from any latent construction defects in the craftsmanship or materials

10 I understand I may obtain more information regarding my obligations as an "employer" from the Internal Revenue Service, the United States Small Business Administration, the California Department of Benefit Payments, and the Workers' Compensation Division of Industrial Accidents. I also understand I may contact the California Contractors' State License Board (CSLB) at 1-800-321-CSLB (2752) or www.cslb.ca.gov for more information about licensed contractors

10 I am aware of and consent to an Owner-Builder building permit applied for in my name, and understand that I am the party legally and financially responsible for proposed construction activity at the following address

MC 2853-57 BRODERICK ST.

11 I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by applicable laws and requirements that govern Owner-Builders as well as employers

12 I agree to notify the issuer of this form immediately of any additions, deletions, or changes to any of the information I have provided on this form. Licensed contractors are regulated by laws designed to protect the public. If you contract with someone who does not have a license, the Contractors' State License Board may be unable to assist you in the event of any financial loss you may sustain as a result of a complaint. Your only remedy against unlicensed Contractors may be through civil court. It is also important for you to understand that if an unlicensed Contractor or employee of that individual or entity is injured while working on your property, you may be held liable for damages. If you obtain a permit as an Owner-Builder and wish to hire Contractors, you will be responsible for verifying whether or not those Contractors are properly licensed and the status of their workers' compensation insurance coverage

13 If a building permit can be issued, this form must be completed and signed by the property owner and submitted to the agency responsible for issuing the permit. Note: A copy of the property owner's driver's license, notarization, or other verification acceptable to the agency is required to be presented when the permit is issued. I agree to verify the property owner's signature

Property Owner's Signature [Signature] Date 4-17-2012

The following Authorization Form is required to be completed by the property owner only when submitting an agent of the property owner to apply for a construction permit for the Owner-Builder

AUTHORIZATION OF AGENT TO ACT ON PROPERTY OWNER'S BEHALF

By signing this Notice to Property Owner, the execution of which I understand is my personal responsibility, I hereby authorize the following person(s) to act as my agent(s) to apply for, sign, and file the documents necessary to obtain an Owner-Builder Permit for my project

Name of Construction Project (or Description of Work) _____

Location or Address _____

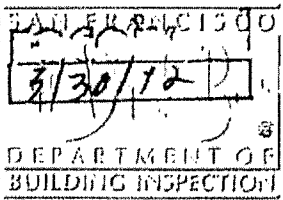
Name of Authorized Agent _____ Phone (____) _____

Address of Authorized Agent _____

Under penalty of perjury that I am the property owner for the address listed above and I personally filled out the information and certify its accuracy. Note: A copy of the owner's driver's license, form notarization, or other verification acceptable to the agency is required to be presented when the permit is issued to verify the property owner's signature

Property Owner's Signature _____ Date _____

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SAN FRANCISCO UNIFIED SCHOOL DISTRICT
CERTIFICATION OF PAYMENT OF SCHOOL FACILITY FEES
241-6090

I APPLICANT (Completed by Applicant)

Developer/Owner INGER CONRAD TRUST
DBA
Developer/Owner 607 Verano Ave
Address Street
Sonoma CA 95476
City State Zip
Developer/Owner Phone No (707) 938-8150
Contact Person STEPHEN ANTONAROS
Contact Person's Telephone (915) 864-2261

Fee Payment Stamp

S.F.U.S.D.
Facilities Fee
APR 17 2012
PAID

II SITE (Completed by Central Permit Bureau)

Street Address 2853-2857 Broderick St
if no street address
site legal description
Building Permit Application No(s) 2011-03-25-2839E

III SQUARE FOOTAGE (Completed by Plan Checker)

Table with columns: Check One, Type of Construction, Area Square Feet, Dept., Plan Checker Initials, Fee. Includes rows for New Residential - Habitable Area, Residential Additions - Habitable Area, etc.

IV Signed by developer/owner or authorized agent at time of Fee Payment
The undersigned agrees that

- 1 The above information is correct and true to the best of my knowledge and that I will file an amended certification of payment and pay the additional fee if I request an increase in the square footage after the building permit has been issued or if the initial determination of square footage is found to be incorrect
2 I am the developer/owner of the above described project(s) or am authorized to sign on their behalf

Signature: Stephen Antonaros
Name: INGER M CONRAD
Title: OWNER
Date: 4/17/12

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SCHOOL FACILITY FEE PAYMENT PROCEDURE

- 1 Applicant completes Part 1 and hands to clerk at the Central Permit Bureau
- 2 Central Permit Bureau clerk completes Part II and sends to plan checker at Bureau of Building Inspection or to the San Francisco Unified School District. If the project requires a San Francisco Unified School District review, the School District staff will require a set of plans which will be returned to the developer/owner
- 3 SFUSD staff completes Part III and keeps form in pending file
- 4 **THE SCHOOL FACILITY FEE PAYMENT**
When the applicant receives a postcard from the Central Permit Bureau with the information that the building permit is ready, the applicant may go the Cashier's office address shown below, between the hours of 8:30 a.m. - 12:00 p.m. and 1:00 p.m. - 4:30 p.m. to pay the developer fee and have the school facility fee form stamped PAID.

Before going to the Cashier's office, please have your Building Permit Application Number handy and phone 241-6090 (Property Management) to confirm that the application is at the School District office. If your form is not at the School District office, contact the Central Permit Bureau, ~~450 McAllister Street~~, and ask for a duplicate copy of the school facility fee form in order to submit it with your payment.

1260 Mission St

If you choose to pay by mail, phone 241-6090 and request that the school facility fee form be mailed to you. Return the form with your payment. Be sure to sign the form and fill in your title and date. You will receive a PAID-stamped copy of the form by mail, a PAID copy will also be sent to the Central Permit Bureau.

Make check or money order payable to SAN FRANCISCO UNIFIED SCHOOL DISTRICT and write your Building Permit Application Number on the check. Please do not send cash.

DELIVER OR MAIL CHECK TO Property Management
San Francisco Unified School District
135 Van Ness Ave., Rm. 102
San Francisco, CA 94102
Telephone 241-6090

- 5 Once the fee payment stamp is affixed to the documents, it will be delivered to the Bureau of Building Inspection for processing and thereafter pending other approvals by the BBI, the building permit may be issued.
- 6 If a request is made to increase the square footage of the project, additional fees are due. A new certification of payment of fees must be completed.
- 7 If you are entitled to a refund, the Central Permit Bureau must notify the SFUSD Cashier in writing that a refund is due.
- 8 YOU HAVE THE RIGHT TO APPEAL THIS FEE Call or write

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Water and Wastewater Capacity Charge Checklist

SAN FRANCISCO PUBLIC UTILITIES COMMISSION

c/o DBI, Central Permit Bureau

1600 Mission Street, 1st Floor San Francisco, CA 94103

(415) 575-5944 tel (415) 558-6249 fax



Total Wastewater Capacity Charge

Total Water Capacity Charge

Attach to all DBI permit application forms 1,2,3 & 8

All forms 1 & 2 must submit a completed copy of this application with their permit application

All forms 3 & 8 that increases the number or the size of legal dwelling units is an expansion to a non-residential building requires change of use is requesting an additional water meter or a larger water meter size must also submit a copy of this completed application

Careful completion of this form will expedite SFPUC permit review at DBI

1 DBI Permit Application # (IPR) <u>2011632528395</u>		2 DBI Permit Form # (1 2 3 or 8) (IPR)	
3 Project Owner Name <u>INGER CONRAD TRUST</u>		4 Project Block / Lot <u>0947 1 002</u>	
Address <u>607 Volano Ave; Sonoma, CA 95416</u>		5 Number of Stories <u>4</u>	
Phone <u>(707) 938-8150</u>		6 Project Street Address <u>2853 + 2857 BRUDERICK</u>	
7 Project Contact (if different from #3 above) Name <u>STEPHEN ANTONAROS</u>		8 Date Application Submitted (IPR)	
Address <u>2261 MARKET ST #324</u>		9 Date Permit Issued (PUC)	
City <u>SF, CA 94114</u>		10 Entered by (PUC)	
Phone <u>(415) 864-2261</u>		11 Does water service exist at project location? <input checked="" type="radio"/> Yes <input type="radio"/> No (Please circle or check Yes or No)	
12 Will you be requesting additional water service? <input type="radio"/> Yes <input checked="" type="radio"/> No (Please circle or check Yes or No)		13 Non Residential Use & Square Footage (sq/ft) to be developed with this permit If necessary please include additional information on a separate sheet (All information will be confirmed when water service is requested)	
		Use	Square Footage
		<u>eg retail, clothing</u>	<u>5,000 sq/ft</u>
		<u>garage</u>	<u>600</u>
14 Residential Use Square Footage (sq/ft) Total number of units by square footage New units or additional units added to existing unit(s) or additional square footage to existing property to be developed with this permit (All information will be confirmed when water service is requested)		Number of Units	Unit Square Footage
		<u>eg 28</u>	<u>750 sq/ft</u>
		<u>Reason</u>	
		<u>add to 1 existing unit</u>	<u>725 sqft</u>

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SAN FRANCISCO

Proposed Water Using Devices

(All information will be confirmed with request for water service)

15 Fixtures	Private Use Count	Public Use Count*	Fixtures (BIN)	Private Use Count	Public Use Count*
Flush Valve (Water Closet)			e.g. training lap pool	1	
Tank Water CL (Tank Flush Toilet)					
Kitchen Sink					
Bathtub					
Shower					
Shower & Tub					
Basin					
Service Sink					
Dishwasher					
Washing Machine (Clothes Washer)					
Flush Valve Unnal					
Drinking Fountain (Water Fountain)					
Hot Tub / Jacuzzi					
Hose Bibb					
Pool					
Subtotal			Subtotal		
GPM ‡ (Gallons Per Minute) if using Booster Pump			Total		

Will Water Using Device be for public use? Public applies to any installation or use of plumbing fixtures/appurtenances for facilities except those in residences and apartments. All bathrooms of hotel/motels are considered to be public use

‡ Only if you know you will be using a booster pump please fill in your GPM Gallons Per Minute

For Prior Use Credit	Information and Documentation for Credit		
All information will be confirmed when water service is requested	A credit against the Capacity Charge may be available for the immediate prior building use. Any prior Standard water use within the last 5 years prior to the building permit issuance can be considered 0		
16 Non-Residential Use, existing Type & Square Footage (sq/ft) with in the last 5 years If necessary please include additional information on a separate sheet (All information will be confirmed when water service is requested)	Use	Square Footage	
	e.g. retail, clothing store	5,000 sq/ft	
17 Residential Use, total existing Total number of former units by square foot	Number of Units	Unit Square Footage	
	e.g. 2	500 sq/ft	
18 Prior Property Address Information (if different from current project information)			
19 Prior Property Block & Lot number(s), please list all (if different from current project information)			

◊ In order to qualify, documentation will be required to support the claim. This may come in the form of architectural drawings, 3R Report, revised DBI permits, etc. For projects with both residential and non-residential please list each type separately (attach additional pages if necessary)

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SAN FRANCISCO
San Francisco Public Utilities Commission
Plan Submittal Form

c/o Department of Building Inspection
 1660 Mission Street, San Francisco, CA 94103
 SFPUC Information Tel (415) 554-3289



This form is to be filled out by all applicants completing building application forms 1, 2, 3 or 8 except those for re-roof permits, kitchen or bath remodels, siding, or window permits. Please note that capacity charges are required for construction projects impacting water use and will be assessed separate from completion of this form. Applicants for SFPUC water service or irrigation service also are required to complete this form. Careful completion of this form will expedite SFPUC permit review.

See 'Glossary' for more information and definitions of footnoted terms

DBI Permit Application # 20110325 28398		Date Application Submitted 3/25/11	
Project Street Address 2853+2857 BRODERICK		Project Block/ Lot # 0947/002	
Project Contact Information			
Name STEPHEN SANTONAROS			
Street Address 2261 MARKET ST #324		Apt #	
City SF	State CA	Zip 94114	
Phone 415 864-2261		Email santonaros@sbcglobal.net	
1 Water Efficient Irrigation¹		Yes	No
Does this project include over 1 000 square feet of new or modified landscape area? ²		<input type="checkbox"/>	<input checked="" type="checkbox"/>
2 Stormwater Management³		Yes	No
Is the Development Project Disturbed Area ⁴ greater than or equal to 5 000 square feet?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Construction Site Run Off		Yes	No
Does this project include any external disturbed area? ⁵		<input type="checkbox"/>	<input checked="" type="checkbox"/>
4 Recycled Water⁶		Yes	No
Will this project include a new remodeled converted building(s)/structure(s) or portion of a building(s)/structure(s) resulting in the alteration of 40 000 square feet or more? ⁷		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project involve the development of a new or existing irrigated area(s) of 10 000 square feet or more? ⁸		<input type="checkbox"/>	<input checked="" type="checkbox"/>
5 Batch Discharge Permit⁹		Yes	No
Does this project intend to release any non metered water into the City's Sewer System? (including, but not limited to dewatering from construction sites run off from power washing of buildings and parking lots cleaning or hydrostatic testing of pipes or tanks pumped groundwater)		<input type="checkbox"/>	<input checked="" type="checkbox"/>
6 Capacity Charge Notice			
<p>The SFPUC requires that building developments which will increase the demand on the City's water and wastewater systems be assessed a Capacity Charge. The charge recovers the costs associated with providing additional facility capacity to new users as well as to existing users requiring additional capacity. Capacity Charges are typically assessed when there are additional or larger water fixtures added to a development when there is an expansion in conditioned space or a change in use which would potentially increase water use and wastewater discharges. Restaurants and Laundromats are two examples of developments that routinely are assessed a charge but any development that increases water and wastewater demands may be assessed as well. If Capacity Charges are required the applicant's permit application will be routed to the SFPUC desk at DBI for review and assessment. Because a Capacity Charge may significantly increase the cost of a building permit, the SFPUC requires that 50% of that cost be paid upon issuance of a permit. The remainder of the charge must be paid in full within 12 months of the permit issue date. For more information on Capacity Charges please see our website at www.sfwater.org. Capacity Charge (SFPUC Resolution Nos 07 0099 and 07 0100)</p>			
Signature		Date 3/25/2011	



¹ Water Efficient Irrigation Ordinance Requires that landscape projects with a modified landscape area equal to or greater than 1 000 square feet be installed constructed operated and maintained in accordance with established regulations limiting outdoor water consumption Each landscape project is given a Maximum Applied Water Allowance that provides the project applicant with the appropriate amount of water that may be used to irrigate the landscaped area (SF Administrative Code, Chapter 63)

Maximum Applied Water Allowance The amount of annual applied water that may be used for irrigating landscaped areas This limit is established by the San Francisco Public Utilities Commission (SFPUC) using state mandated formulas and accounts for local climatic conditions

² Modified Landscape Area All planting areas, turf areas and water features in a landscape as well as any adjacent planted areas in the public right-of-way for which the property owner is responsible that will be modified by the proposed construction The landscape area does not include the following elements footprints of buildings or structures unless the footprints include planted areas such as living roofs sidewalks, driveways parking lots, decks patios gravel or stone walks, other pervious or non pervious hardscapes and other non-irrigated areas designated for non development such as open spaces and existing native vegetation

³ Stormwater Management Ordinance Requires the development and maintenance of stormwater management controls for specified activities that disturb 5 000 square feet or more of the ground surface and are subject to building planning and subdivision approvals This ordinance enforces the San Francisco Stormwater Design Guidelines as initiated by the Port and SFPUC (SF Public Works Code Art 4 2 Sec 147 2)

Stormwater Design Guidelines Shows project applicants how to achieve on site stormwater management using low impact design (LID) strategies also known as green infrastructure The *Guidelines* protect San Francisco's environment by reducing stormwater runoff pollution in areas of new development and redevelopment and by reducing the wet weather burden on San Francisco's combined sewer

⁴ Development Project Disturbed Area Any activity at the site of a development project that disturbs the cumulative ground surface These activities include but are not limited to

- 1) Construction modification conversion or alteration of any building or structure
- 2) Associated grading filling excavation change in existing topography and the addition or replacement of impervious surfaces (includes all sidewalks parking areas, driveways, and landscaped and irrigated areas constructed in conjunction with development in the project area)

[This area does not include interior remodeling projects maintenance activities such as top layer grinding repaving, re roofing and conversions or alterations to buildings or structures that do not increase the ground surface footprint of the building structure]

⁵ External Disturbed Area - Any associated construction activity that occurs off site from the development project or outside the proposed development boundary These activities include but are not limited to stockpiling staging stoning or any other activity that results in a land surface disturbance (or sediment runoff) including those associated with linear projects such as utility or sewer line installation

⁶ Recycled Water Ordinances Requires property owners to install dual plumbing systems for recycled water use within the designated recycled water use areas under certain circumstances (SF Public Works Code Art 22 Sec 1204)

⁷ New or Remodeled building area - New remodeled or converted buildings/structures and all subdivisions or portions of a building(s)/structure(s) resulting in the alteration of 40 000 square feet or more A development project includes landscaped irrigated areas constructed in conjunction with the project The landscaped area should not be included in the calculation of the development project's cumulative square footage

⁸ New or existing irrigated area - New and existing irrigated areas of 10 000 square feet or more not constructed in conjunction with or as part of a development project

⁹ Batch Discharge Permit - The SFPUC issues Batch Discharge Permits to non domestic dischargers for non routine episodic batch or other temporary discharges into the City's sewer system Examples include water generated from activities such as de watering of construction sites de watering of wells drilled to investigate or mitigate a suspected contaminated site power washing of buildings or parking lots or any other activity that generates wastewater other than from routine commercial or industrial processes The Batch Discharge Permit specifies the conditions under which wastewater may be discharged into the City's sewer system For more information and the permit application, please visit http://sfwater.org/msc_main.cfm?MC_ID/14/MSC_ID/445

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Department of Building Inspection

City & County of San Francisco
1180 Mission Street San Francisco CA 94103 2414



Receipt for Filing Fees Paid (Plancheck Receipt)

Receipt No: 11032077

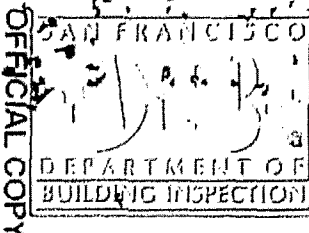
Application Number Address
201103252839 2853 BRODERICK ST

SITE PERMIT

Filing Fees based on Estimated Cost		\$	5000 00
Fee Code	Description		Fee Amount
REC RETAIN	Records Retention Fee DBI		3 00
DCP-F	DCP Plan Check (F)		319 00
PLAN REV F	Plan Review (filing) DBI		65 08
BLDGSTD F	Bldg Stds Admin Spec Revolv Fund		1 00
TECH SUR F	Technology Surcharge		7 74
Total Filing Fees			395 82

Payments						
Payment Stage	Type	Paid By	Pay Date	Receipt #	Rec By	Payment Amount
FILING	VISA	STEPHEN ANTONAROS 2261 2261 MARKET ST #324 SAN FRANCISCO CA 94114	03/25/2011	11032077	YANBRENDA	395 82

Total Payments 395 82



**SAN FRANCISCO UNIFIED SCHOOL DISTRICT
CERTIFICATION OF PAYMENT OF SCHOOL FACILITY FEES**

241-6090

I APPLICANT (Completed by Applicant)

Fee Payment Stamp

Developer/Owner INGER CONRAD TRUST

DBA _____

Developer/Owner 607 VERANO AVE

Address Street

SANOMA CA 95476

City State Zip

Developer/Owner Phone No (707) 938-8150

Contact Person STEPHEN ANTONAROS

Contact Person's Telephone (916) 864-7261

II SITE (Completed by Central Permit Bureau)

Street Address 2853-2857 Broadway St

if no street address _____

site legal description

Building Permit Application No(s) 2011-03-25-28392

III SQUARE FOOTAGE (Completed by Plan Checker)

Check One	Type of Construction	Area Square Feet	Dept	Plan Checker Initials	Fee
<input type="checkbox"/>	New Residential - Habitable Area	588	BBI		
<input checked="" type="checkbox"/>	Residential Additions - Habitable Area	775	BBI	MA	
<input type="checkbox"/>	New Non-Residential Total Area		BBI		
<input type="checkbox"/>	Type _____				
<input type="checkbox"/>	Non Residential Additions - Total Area		BBI		
<input type="checkbox"/>	Type <u>GARAGE</u>				
<input type="checkbox"/>	New Residential - Senior Citizen Housing		SFUSD		
<input type="checkbox"/>	Conversion Non-Residential to Residential Habitable Area		SFUSD		
<input type="checkbox"/>	Combined Residential and Non Residential Residential - Habitable Area		SFUSD		
<input type="checkbox"/>	Non Residential - Total Area		SFUSD		
<input type="checkbox"/>	Total Fees Paid				

IV Signed by developer/owner or authorized agent at time of Fee Payment

The undersigned agrees that

- The above information is correct and true to the best of my knowledge and that I will file an amended certification of payment and pay the additional fee if I request an increase in the square footage after the building permit has been issued or if the initial determination of square footage is found to be incorrect
- I am the developer/owner of the above described project(s) or am authorized to sign on their behalf

Stephen Antonaros

Name

ARCHITECT

Title

3/25/2011

Date

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SCHOOL FACILITY FEE PAYMENT PROCEDURE

- 1 Applicant completes Part I and hands to clerk at the Central Permit Bureau
- 2 Central Permit Bureau clerk completes Part II and sends to plan checker at Bureau of Building Inspection or to the San Francisco Unified School District. If the project requires a San Francisco Unified School District review, the School District staff will require a set of plans which will be returned to the developer/owner
- 3 SFUSD staff completes Part III and keeps form in pending file

4 THE SCHOOL FACILITY FEE PAYMENT

When the applicant receives a postcard from the Central Permit Bureau with the information that the building permit is ready, the applicant may go the Cashier's office address shown below, between the hours of 8:30 a.m. - 12:00 p.m. and 1:00 p.m. - 4:30 p.m. to pay the developer fee and have the school facility fee form stamped PAID.

Before going to the Cashier's office please have your Building Permit Application Number handy and phone 241-6090 (Property Management) to confirm that the application is at the School District office. If your form is not at the School District office, contact the Central Permit Bureau, 450 McAllister Street, and ask for a duplicate copy of the school facility fee form in order to submit it with your payment.

If you choose to pay by mail, phone 241-6090 and request that the school facility fee form be mailed to you. Return the form with your payment. Be sure to sign the form and fill in your title and date. You will receive a PAID-stamped copy of the form by mail, a PAID copy will also be sent to the Central Permit Bureau.

Make check or money order payable to SAN FRANCISCO UNIFIED SCHOOL DISTRICT and write your Building Permit Application Number on the check. Please do not send cash.

DELIVER OR MAIL CHECK TO Property Management
 San Francisco Unified School District
 135 Van Ness Ave., Rm 102
 San Francisco, CA 94102
 Telephone 241-6090

- 5 Once the fee payment stamp is affixed to the documents, it will be delivered to the Bureau of Building Inspection for processing and thereafter pending other approvals by the BBI, the building permit may be issued.
- 6 If a request is made to increase the square footage of the project, additional fees are due. A new certification of payment of fees must be completed.
- 7 If you are entitled to a refund, the Central Permit Bureau must notify the SFUSD Cashier in writing that a refund is due.
- 8 YOU HAVE THE RIGHT TO APPEAL THIS FEE. Call or write



SFPUC CAPACITY CHARGE INVOICE

Permit Application No	201103262839	Application Submitted	03/25/11
Entered By (initial)	BT	Entered On	03/19/12
Owner First Name	Inger	Owner Last Name	Conrad
Owner Firm Name		Contact Number	(707) 939 8150
Owner Street Address	607 Verano Av	City / State	Sanoma CA
Service Address	2853 2857 Brodenck St	Zip	95478
Service Block	947	Service Zip	94123
Service Lot	2		

NOTES
Remodeling and expanding the lower unit, 2853

Water Capacity Charge (if applicable)	
Current Capacity Charge	\$1 510 00
Less Prior Use Credit	\$ (1,322 00)
Total Water Capacity Charge	\$ 188 00
Wastewater Capacity Charge (if applicable)	
Current Capacity Charge	\$ 4 476 00
Less Prior Use Credit	\$ (3 808 00)
Total Wastewater Capacity Charge	\$ 567 00
Total Amount Due	\$ 755 00
Payment 1 Amount Due at DBI	
50% of Water Capacity Charge	\$ 94 00
50% of Wastewater Capacity Charge	\$ 283 50
Total Amount (Both charges)	\$ 377 50
Payment 2 Amount Due at SFPUC	
50% of Water Capacity Charge	\$ 94 00
50% of Wastewater Capacity Charge	\$ 283 50
Total Amount (Both charges)	\$ 377 50
<p>Second Payment Due Date The second payment is due at the earliest of 1 The issuance of Certificates of Final Occupancy from DBI or 2 Prior to transfer of ownership of the property or 3 With the application for installation of a new or increased water service or 4 One year from the permit issue date</p>	
<p>Note Charges based on information provided by permit applicant. Adjustments may be required should new information become available</p>	

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SFPUC CAPACITY CHARGE INVOICE

Permit Application No	201103252839	Application Submitted	03/25/11
Entered By (initial)	BT	Entered On	03/19/12
Owner First Name	Inger	Owner Last Name	Conrad
Owner Firm Name		Contact Number	(707) 939 8150
Owner Street Address	807 Verano Av	City / State	Sanoma CA
Service Address	2853 2857 Brodenck St	Zip	95476
Service Block	947	Service Zip	94123
Service Lot	2		

NOTES
Remodeling and expanding the lower unit 2853

Water Capacity Charge (if applicable)	
Current Capacity Charge	\$1 510 00
Less Prior Use Credit	\$ (1 322 00)
Total Water Capacity Charge	\$ 188 00
Wastewater Capacity Charge (if applicable)	
Current Capacity Charge	\$ 4 475 00
Less Prior Use Credit	\$ (3 809 00)
Total Wastewater Capacity Charge	\$ 567 00
Total Amount Due	\$ 755 00
Payment 1 Amount Due at DBI	
50% of Water Capacity Charge	\$ 94 00
50% of Wastewater Capacity Charge	\$ 283 50
Total Amount (Both charges)	\$ 377 50
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<p>Note Charges based on information provided by permit applicant. adjustments may be required should new information become available</p>	

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SAN FRANCISCO

City and County of San Francisco

DEPARTMENT
BUILDING INSPEC



(415) 558-8080
FAX (415) 558 8431
http://www.sfdpw.com

Department of Public Works
Bureau of Street Use and Mapping
875 Stevenson Street Room 460
San Francisco, CA 94103 0942

Edwin M. Lee, Mayor
Edward D. Reiskin, Director

Jerry Sanguinetti, Bureau Manager

BPA PERMIT On Hold'

LOCATION: 2853 Broderick Street

APPLICATION NUMBER: 201103252839

Stephen Antonaros Architect 415-864-2261 (p), 415-883-0961(F)

STREET-USE PERMIT REQUIRED

- | | |
|---|---|
| <input type="checkbox"/> MAJOR ENCROACHMENT | <input checked="" type="checkbox"/> MINOR SIDEWALK ENCROACHMENT |
| <input type="checkbox"/> OVERWIDE DRIVEWAY | <input type="checkbox"/> SPECIAL SIDEWALK SURFACE |
| <input checked="" type="checkbox"/> STREET IMPROVEMENT PERMIT | <input type="checkbox"/> TREE PLANTING AND/OR REMOVAL |
| <input type="checkbox"/> SIDEWALK VAULT | <input type="checkbox"/> Inspection conformity |
| <input checked="" type="checkbox"/> LANDSCAPER PERMIT | <input type="checkbox"/> OTHER _____ |

TO CONTINUE PROCESSING THE BUILDING PERMIT APPLICATION, WE NEED

NOTES

DPW/BSM Shall not release BPA permit until complete application for SI & MSE for warped Driveway ramp permits is submitted and approved
Please submit application with all PERMITS at 875 Stevenson Street, RM 460, and Tel No (415)-554-5810 Your BPA permit will be on hold, until all necessary DPW/BSM permits are completed, or the receiving BSM plan checker-recommending sign off

For more information, please call Liong Tian Cy at (415) 865-5716/ email Liongtian Cy@sfdpw.org

Request Transmittal Date 03/05/2012 By _____ LTC

Requested Information Received Date _____ By _____

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STRUCTURAL ADDITION INFORMATION FORM

OWNER'S NAMES & ADDRESS Ingerm Conrad Street T-607 Grand Ave
ADDRESS 2853-2857 Bredemck St OF NOTIFICATIONS 5 S.F. 95476
BLOCK 0947 ADDRESS ON APPLICATION (PLANS)
LOT 012 VERIFIED BY GHP
APPLICATIONS 2011-03-25-2839 Intials
PERMIT # 1262423 DATE MAILED 04/17/12
DATE ISSUED 04/17/12

HORIZONTAL ADDITION

ADDITION CONSISTS OF

VERTICAL ADDITION

ADDRESS OF ADJACENT PROPERTIES

Table with columns for LOT # and ADDRESS, containing handwritten entries for adjacent properties 053, 054, 063, and 032.

Permits, Complaints and Boiler PTO Inquiry

You selected:

Address: **2853 BRODERICK ST** Block/Lot: **0947 / 002**

Please select among the following links, the type of permit for which to view address information:

[Electrical Permits](#) [Plumbing Permits](#) [Building Permits](#) [Complaints](#)

(Building permits matching the selected address.)

Permit #	Block	Lot	Street #	Street Name	Unit	Current Stage	Stage Date
201103111905	0947	002	2853	BRODERICK ST		SUSPEND	10/23/2014
201103252839	0947	002	2853	BRODERICK ST		SUSPEND	10/23/2014
201108031630	0947	002	2853	BRODERICK ST		SUSPEND	10/23/2014
201209260727	0947	002	2853	BRODERICK ST		SUSPEND	10/23/2014
201300247638	0947	002	2853	BRODERICK ST		SUSPEND	10/23/2014
201309066151	0947	002	2853	BRODERICK ST		WITHDRAWN	10/16/2014
M450087	0947	002	2853	BRODERICK ST		ISSUED	12/10/2013
M417447	0947	002	2853	BRODERICK ST		ISSUED	08/14/2013
201307010898	0947	002	2853	BRODERICK ST		FILED	07/01/2013
M400927	0947	002	2853	BRODERICK ST		ISSUED	06/11/2013
M303327	0947	002	2853	BRODERICK ST		ISSUED	02/21/2012
9607721	0947	002	2853	BRODERICK ST		COMPLETE	06/04/1996
8707323	0947	002	2853	BRODERICK ST		COMPLETE	06/22/1987

[Online Permit and Complaint Tracking home page.](#)

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If you need help or have a question about this service, please visit our [FAQ area](#).

Contact SFGov [Accessibility](#) [Policies](#)
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From: 714515@gmail.com
Sent: Sunday, November 23, 2014 4:26 PM
To: Mark Farrell
Cc: Stefani, Catherine; Sanchez, Scott (CPC); O'Riordan, Patrick (DBI); Lowrey, Daniel (DBI); Fessler, Thomas (DBI); Tam, Tina (CPC); Caltagirone, Shelley (CPC); Jones, Sarah (CPC); paulmimai@yahoo.com; kbgoss@pacbell.net; michael@jaegermchugh.com; maitsai@yahoo.com; annabrockway@yahoo.com; dorinetowle@me.com; Vince Hoenigman; Kate Kardos; cjones@forwardmgmt.com; rwgoss@pacbell.net Goss; Povlitz; timothy.arcuri@cowen.com; amanda@hoenigman.com; wmore@aol.com; nancy leavens nancy; Will Morehead (; dod.fraser@gmail.com; ethurston@gmail.com; DXN2700@aol.com; Geoff Wood; Brooke Sampson; lbrooke@lmi.net (lbrooke@lmi.net); Cynthia2ndemail@gmail.com; Patriciavaughey@att.net Patricia; info@cowhollowassociation.org; Lamug, Joy; Carroll, John (BOS); IDick@fbm.com; Calvillo, Angela (BOS)
Subject: Re: BOS HEARING NOV 25 --2853 BRODERICK PERMIT ISSUES
Attachments: 2853 Brod permit201108031630.pdf; ATT00001.txt; 2853 Brod permit 201309247638.pdf; ATT00002.txt; 2853 Brod permit 201103111905.pdf; ATT00003.txt
Categories: 141083

FYI -- three permits not printed out clearly below.

Permit No:20110803630

**RECEIVED AFTER THE ELEVEN-DAY
DEADLINE, BY NOON, PURSUANT TO ADMIN.
CODE, SECTION 31.16(b)(6)**
(Note: Pursuant to California Government Code, Section
65009(b)(2), information received at, or prior to, the public
hearing will be included as part of the official file.)

Permits, Complaints and Boiler PTO Inquiry

Permit Details Report

Report Date: 11/20/2014 10:53:19 AM

Application Number: 201108031630

Form Number: 3

Address(es): 0947 / 002 / 02853 BRODERICK ST
0947 / 002 / 02857 BRODERICK ST

Description: TO COMPLY W/ NOV 201003592 & 20105414. REPLACE 26'X38' 1/FLR FRAMING, REPL INTR WALL FINISH ENTIRE(2 UNITS).REPLACE BATHRM & KITCHENS-2UNITS.REPL ELECT&MECH(SEPARATE PERMIT).INTR ALTERN POST FIRE DAMAGES.ADD NEW BEDRM&BATH AT GRD/FLR).INSTALL NEW INSULN,SHEETROCK,SPRINKLER&KITCHEN&BATH FIX&CABINET.

Cost: \$320,000.00

Occupancy Code: R-3

Building Use: 2S - 2 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
8/3/2011	TRIAGE	
8/3/2011	FILING	
8/3/2011	FILED	
2/3/2012	PLANCHECK	
2/3/2012	APPROVED	
2/8/2012	ISSUED	
2/6/2014	SUSPEND	per DCP's request dated 2/5/2014
10/16/2014	REINSTATED	per DCP's request letter dated 10/16/2014
10/23/2014	SUSPEND	per BOA's request e-mail dated 10/22/2014

Contact Details:

Contractor Details:

License Number: 949335
Name: JASON LANDIS BLOCH
Company Name: BLOCH CONSTRUCTION INC
Address: 239 BRANNAN ST * SAN FRANCISCO CA 94107-0000
Phone:

Addenda Details:

Description:

Step	Station	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Hold Description
1	BID-INSP	8/3/11	8/3/11			8/3/11	WALLS MARK	
2	CPB	8/3/11	8/3/11			8/3/11	SHEK KATHY	
3	CP-ZOC	8/3/11	8/22/11	8/22/11	9/2/11	9/2/11	CABREROS GLENN	APPROVED 9/2/11 - no change bldg envelope or bldg height. (gc) 8/22/11 - Request for building section
4	BLDG	9/6/11	9/14/11	9/22/11		1/27/12	PADA RODOLFO	01/27/2012: Approved. Route to PPC and route back to planning to re-stamp new plan sheets. R. Pada
5	MECH	9/22/11	10/21/11	10/24/11		11/8/11	LAI JEFF	10/24/11: comments issued & route to ppc. 11/8/11:recheck #1.APPROVED & ROUTE TO PPC.
6	SFPUC	10/24/11	11/17/11			11/17/11	TOM BILL	Reviewed & assessed for capacity charges. 50% paid with permit fees; balance due within 12 months of permit issuance date. See invoice attached to application.. Route Site & S1

							Addendum submittals to PPC 11/17/11.
7	PPC	8/23/11	8/23/11		2/2/12	SAMARASINGHE GILES	2/2/12: to CPB,grs 1/30/12: to CP ZOC for stamp on revised set.grs 11/18/11: plans in HOLD BIN; snt 11/8/11: Back to SFPUC,grs 11/7/11: retrieved from SFPUC for J. Lai. Back to J. Lai when returned.grs 10/24/11: to SFPUC,grs 9/22/11: to MECH,grs 9/6/11: to BLDG,grs 8-23-11: Applicant submit Revision 1 to CP-Zoe/Glenn Cabrerros, sjf
S	CPB	2/2/12	2/3/12		2/8/12	YAN BRENDA	02/03/12 APPROVED BY KS

This permit has been issued. For information pertaining to this permit, please call 415-558-6096.

Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
11/6/2013	AM	CS	Clerk Scheduled	ROUGH FRAME	1
5/24/2013	AM	CS	Clerk Scheduled	REINFORCING STEEL	2
5/6/2013	AM	CS	Clerk Scheduled	REINFORCING STEEL	1

Inspections:

Activity Date	Inspector	Inspection Description	Inspection Status
11/6/2013	Thomas Fessler	ROUGH FRAME	REINSPECT REQUIRED
5/24/2013	Christopher Schroeder	REINFORCING STEEL	REINFORCING STEEL
5/6/2013	Joseph Yu	REINFORCING STEEL	REINSPECT REQUIRED

Special Inspections:

Addenda No.	Completed Date	Inspected By	Inspection Code	Description	Remarks
0			1	CONCRETE (PLACEMENT & SAMPLING)	(c=3000 psi --- j drive
0			2	BOLTS INSTALLED IN CONCRETE	
0			4	REINFORCING STEEL AND PRESTRESSING TENDONS	
0			5A1	SINGLE PASS FILLET WELDS < 5/16"	
0			24E	WOOD FRAMING	
0			19	SHEAR WALLS AND FLOOR SYSTEMS USED AS SHEAR DIAPHRAGMS	
0			20	HOLDOWNS	
0			24A	FOUNDATIONS	
0			24B	STEEL FRAMING	
0			18A	BOLTS INSTALLED IN EXISTING CONCRETE	

For information, or to schedule an inspection, call 558-6570 between 8:30 am and 3:00 pm.

[Station Code Descriptions and Phone Numbers](#)

[Online Permit and Complaint Tracking home page.](#)

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SAN FRANCISCO DEPT. OF BUILDING INSPECTION

APPROVED

Dept. of Building Insp.

FEB 08 2012



Capacity charges

Water \$94.00

Wastewater \$ 283.50

1/13/11

APPROVED FOR ISSUANCE

FEB 08 2012 1:17

BLDG. FORM 318

APPLICATION NUMBER 2011-08-03-1638

APPROVAL NUMBER

APPROVAL NUMBER

APPLICATION FOR BUILDING PERMIT ADDITIONS, ALTERATIONS OR REPAIRS

CITY AND COUNTY OF SAN FRANCISCO DEPARTMENT OF BUILDING INSPECTION

FORM 3 [X] OTHER AGENCIES REVIEW REQUIRED

APPLICATION IS HEREBY MADE TO THE DEPARTMENT OF BUILDING INSPECTION OF SAN FRANCISCO FOR PERMISSION TO BUILD IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS SUBMITTED HERewith AND ACCORDING TO THE DESCRIPTION AND FOR THE PURPOSE HEREINAFTER SET FORTH.

FORM 8 [] OVER-THE COUNTER ISSUANCE

25 NUMBER OF PLAN SETS

PLN# 82810 FEE

Form with fields for PLAN NO. (B-5-11), PLAN PER PERMIT NO. (11094594), PROJECT NO. (2857-2853), ADDRESS (BRODERICK ST), PERMIT DATE (FEB 08 2012), ESTIMATED COST (\$320,000), and PERMIT FEE (\$320,000).

INFORMATION TO BE FURNISHED BY ALL APPLICANTS

Main application form with sections: LEGAL DESCRIPTION OF EXISTING BUILDING, DESCRIPTION OF BUILDING AFTER PROPOSED ALTERATION, and ADDITIONAL INFORMATION. Includes details on lot area, building area, and proposed changes.

IMPORTANT NOTICES

No change shall be made in the character of the occupancy or use without first obtaining a Building Permit...

No portion of building or structure or existing used during construction, to be closer than 5 FT. to any side containing more than 750 volts...

Purview to San Francisco Building Code, the building permit shall be posted on the job. The owner is responsible for removal...

Once work on structure is completed, this application is considered to be correct. If actual conditions vary from the plans...

ANY APPLICATION REQUIRING REVIEW OR BY CODE MAY BE APPEALED.

BUILDING NOT TO BE OCCUPIED UNTIL CERTIFICATE OF FINAL COMPLETION IS POSTED ON THE BUILDING OR PERMIT OF OCCUPANCY ISSUED, WHICHEVER.

APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE AN APPROVAL FOR THE ELECTRICAL, PLUMBING OR PLASTERING REGULATIONS. A SEPARATE PERMIT FOR THE WORKS AND PLUMBING MUST BE OBTAINED...

THIS IS NOT A BUILDING PERMIT. NO WORK SHOULD BE STARTED UNTIL A BUILDING PERMIT IS ISSUED.

In discharge of building materials must have a clearance of at least three feet between them of structural walls or equipment.

CHECK APPROPRIATE BOX: ARCHITECT, ENGINEER, CONTRACTOR, etc.

APPLICANT'S CERTIFICATION

I HEREBY CERTIFY AND AGREE THAT IF A PERMIT IS ISSUED FOR THE CONSTRUCTION DESCRIBED BY THE APPLICATION, ALL THE PROVISIONS OF THE PERMIT AND ALL LAWS AND ORDINANCES THEREIN WILL BE COMPLIED WITH.

NOTICE TO APPLICANT

HOLD HARMLESS CLAUSE: The permittee by acceptance of the permit, agrees to indemnify and hold harmless the City and County of San Francisco from and against any and all claims, demands and actions for damages...

In conformity with the provisions of Section 2880 of the Labor Code of the State of California, the applicant shall indemnify...

I hereby affirm under penalty of perjury each of the following declarations:

I have and will subscribe a certificate of agreement to withdraw from workers' compensation, in payment of Section 1770 of the Labor Code...

I have and will subscribe workers' compensation insurance, as required by Section 1770 of the Labor Code...

The cost of the work to be done is \$250 or less.

I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California...

I verify as the owner for the agent for the owner that in the performance of the work for which this permit is issued, I will employ a specialist who complies with the workers' compensation laws of California...

Signature of Applicant or Agent: Stephen Antonaros, dated 2/15/2011.

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SAN FRANCISCO

DEPARTMENT OF BUILDING INSPECTION

CONDITIONS AND STIPULATIONS

<input type="checkbox"/>	APPROVED: _____ REFER TO: _____ RODOLFO B. PADA, DBI JAN 27 2012 BUILDING INSPECTOR, DEPT. OF BLDG. INF.	DATE: 7-15-11 REASON: OK to process. H. Walk NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ INTERNALLY EXEMPT FROM ENVIRONMENTAL REVIEW, Class I. Interior work/new facade. No expansion of bldg envelope. No change in bldg height. Approved Glenn Cabrera RE: In 2/1/12 DEPARTMENT OF CITY PLANNING	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ BUREAU OF FIRE PROTECTION & PUBLIC SAFETY	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input checked="" type="checkbox"/>	APPROVED: _____ AS NOTED on phone NOV 08 2011 By _____ MECHANICAL ENGINEER, DEPT OF BLDG. INSPECTION	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ AS NOTED on plan & application RODOLFO B. PADA, DBI JAN 27 2012 CIVIL ENGINEER, DEPT. OF BLDG. INSPECTION	DATE: _____ REASON: _____ SPECIAL INSPECTION REQUIRED PER SFBC 2009 SECTION 1701, SFBC 2009 NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ BUREAU OF ENGINEERING	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ DEPARTMENT OF PUBLIC HEALTH	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ REDEVELOPMENT AGENCY	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ SFPUC 11/17/11 SFPUC Capacity Charges See attached SFPUC Capacity Charge Invoice for amount due. DBI will collect 50% or more of the total amount before the Site Permit is issued. Any balances will be billed and collected by SFPUC directly.	DATE: _____ REASON: _____ NOTIFIED MR. _____

FORMS SECTION - NOTE DATES AND NAMES OF ALL PERSONS NOTIFIED DURING PROCESSING

I agree to comply with all conditions or stipulations of the various bureaus or departments noted in this application, and attached statements of conditions or stipulations, which are hereby made a part of this application.

Number of attachments

OWNER'S AUTHORIZED AGENT

OFFICIAL COPY

SAN FRANCISCO



DEPARTMENT OF BUILDING INSPECTION

DEPARTMENT OF BUILDING INSPECTION

City & County of San Francisco
1660 Mission Street, San Francisco, California 94103-2414

DATE: FEB 08 2012

PERMIT APPLICANT AND AUTHORIZED AGENT
DISCLOSURE AND CERTIFICATION

New
 Amended

Permit Application No.: 2011-08-03-1630 Job Address: 2813-2857 BROADWAY ST.

This form must be completed in its entirety in connection with an application for a building permit (Forms 1/2, 3/6, 4/7, 6 and 8). The form must be amended for all new information or change in information for duration of project. Please be advised that the Department does not regulate permit expeditors/consultants or afford them preferential treatment.

A. Permit Applicant Information

I hereby certify that for the purpose of filing an application for a building or other permit with the Central Permit Bureau, or completion of any form related to the San Francisco Building Code, or to City and County ordinances and regulations, or to state laws and codes, I am the owner, the lessee or the agent of the owner/lessee and am authorized to sign all documents connected with this application or permit.

I declare under penalty of perjury that the foregoing is true and correct. I am the permit applicant and I am

Check box(s):

- The owner (B) The lessee (C)
- The authorized agent. Check entity(s):
 - Architect (D) Engineer (D)
 - Contractor (E) Attorney (F)
 - Permit Consultant/Expediter (G)
 - Other _____ (H)

Print Applicant Name PHILIP WHITEHEAD

Sign Name P. Whitehead

B. Owner Information

Name INGER CONRAD TRUST
Phone 415 439-2968
Address 2813 BROADWAY ST.

City SF State CA Zip _____

C. Lessee Information

Name _____
Phone _____
Address _____

City _____ State _____ Zip _____

D. Architect / Engineer Information

- None List all Architect(s)/Engineer(s) on project:

1. Name PHILIP WHITEHEAD

Architect Engineer
Phone No. 415 544-0573
Firm Name P. WHITEHEAD ARCHT.
License # 63094
Expiration Date 3/31/11
Firm Address 1411 RICHMOND DR.

City SF State CA Zip 94122

2. Name S. ANTONAROL

Architect Engineer
Phone No. 415 864-2661
Firm Name S. ANTONAROL
License # 61438
Expiration Date 6/30/12
Firm Address 2261 MARKET S.T # 324

City SF State CA Zip 94114

3. Name _____

- Architect Engineer

Phone No. _____

Firm Name _____

License # _____

Expiration Date _____

Firm Address _____

City _____ State _____ Zip _____

E. General Contractor Information

Note: Complete separate licensed contractor's statement also.

Name MIKE MCCORKEN

Phone 415-722-4301

Firm Name BLOOM CONSTRUCTION INC

License # 94085

Expiration Date 2/28/2012

Firm address 3317 ANCHORAGE ST

SF CA 94122

City _____ State _____ Zip _____

- Contractor not yet selected. If this box is checked, submit an amended form when known.
- Owner - Builder. If this box is checked, submit owner-builder declaration form.

F. Attorney Information

Name _____

Phone _____

Firm Name _____

Firm Address _____

City _____ State _____ Zip _____

G. Permit Consultant / Expediter

Name _____

Phone _____

Firm Name _____

Firm Address _____

City _____ State _____ Zip _____

H. Authorized Agent - Others

Name _____

Phone _____

Firm Name _____

Firm Address _____

City _____ State _____ Zip _____

Please describe your relationship with the owner

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SFPUC CAPACITY CHARGE INVOICE

Permit Application No:	201106031630	Application Submitted:	06/03/11
Entered By (Initial):	BT	Entered On:	11/17/11
Owner First Name:		Owner Last Name:	
Owner Firm Name:	Inger Conrad Revoc Trust	Contact Number:	(707) 838-2868
Owner Street Address:	2853 Broderick St.	City / State:	San Francisco, CA
Service Address:	2853-2857 Broderick St	Zip:	94123
aka:			
Service Block:	947	Service Zip:	94123
Service Lot:	2		

NOTES:
Remodeling and expanding a 2-unit, residential building

Water Capacity Charge (if applicable)	
Current Capacity Charge	\$1,510.00
Less Prior Use Credit	\$ (1,322.00)
Total Water Capacity Charge	\$ 188.00
Wastewater Capacity Charge (if applicable)	
Current Capacity Charge	\$ 4,478.00
Less Prior Use Credit	\$ (3,808.00)
Total Wastewater Capacity Charge	\$ 670.00
Total Amount Due	\$ 858.00

Payment 1 - Amount Due at DBI

50% of Water Capacity Charge	\$ 94.00
50% of Wastewater Capacity Charge	\$ 283.50
Total Amount (Both charges)	\$ 377.50

Payment 2 - Amount Due at SFPUC

50% of Water Capacity Charge	\$ 94.00
50% of Wastewater Capacity Charge	\$ 283.50
Total Amount (Both charges)	\$ 377.50

Second Payment Due Date
The second payment is due at the earliest of:
1. The issuance of Certificate of Final Occupancy from DBI, or
2. Prior to transfer of ownership of the property, or
3. With the application for installation of a new or increased water service, or
4. One year from the permit issue date.

Note:
Charges based on information provided by permit applicant; adjustments may be required should new information become available.

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**San Francisco Public Utilities Commission
Plan Submittal Form**

Department of Building Inspection
1660 Mission Street, San Francisco, CA 94103



This form is to be filled out by all applicants completing building application forms 1, 2, 3, or 8. Careful completion of this form will expedite SFPUC permit review at DBI.

See "Glossary" for more information and definitions of footnoted terms.

DBI Permit Application #: 2011-08-03-1630		Date Application Submitted: 8/3/11	
Project Street Address: 2853-2857 BR. BENICIA ST.		Project Block/Lot #: 5947 / 002	
Project Contact Information:			
Name: S. ANTONAROS			
Street Address: 2261 MARKET ST. # 324		Apt. #:	
City: SF	State: CA	Zip: 94114	
Phone: (415) 864-2261			
Email: SANTONAROS@SBCglobal.net			
1. Water Efficient Irrigation¹		Yes	No
Does this project include over 1,000 square feet of new or modified landscape area? ²		<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Stormwater Management³		Yes	No
Is the Development Project Disturbed Area ⁴ greater than or equal to 5,000 square feet?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Construction Site Run Off		Yes	No
Does this project include any external disturbed area? ⁵		<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Recycled Water⁶		Yes	No
Will this project include a new, remodeled, converted building(s)/structure(s), or portion of a building(s)/structure(s) resulting in the alteration of 40,000 square feet or more?		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Will this project involve the development of a new or existing irrigated area(s) of 10,000 square feet or more? ⁸		<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Batch Discharge Permit⁹		Yes	No
Does this project intend to release any non-metered water into the City's Sewer System? (Including, but not limited to: dewatering from construction sites; run off from power washing of buildings and parking lots; cleaning or hydrostatic testing of pipes or tanks; pumped groundwater)		<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Capacity Charge Notice			
The SFPUC requires that building developments which will increase the demand on the City's water and wastewater systems be assessed a Capacity Charge. The charge recovers the costs associated with providing additional facility capacity to new users as well as to existing users requiring additional capacity. Capacity Charges are typically assessed when there are additional or larger water fixtures added to a development, when there is an expansion in conditioned space or a change in use which would potentially increase water use and wastewater discharges. Restaurants and Laundromats are two examples of developments that routinely are assessed a charge, but any development that increases water and wastewater demands may be assessed as well. If Capacity Charges are required, the applicant's permit application will be routed to the SFPUC desk at DBI for review and assessment. For more information on Capacity Charges please see our website at www.sfwater.org , Capacity Charge. (SFPUC Resolution No's. 07-0099 and 07-0100)			



¹ Water Efficient Irrigation Ordinance - Requires that landscape projects with a modified landscape area equal to or greater than 1,000 square feet be installed, constructed, operated, and maintained in accordance with established regulations limiting outdoor water consumption. Each landscape project is given a Maximum Applied Water Allowance that provides the project applicant with the appropriate amount of water that may be used to irrigate the landscaped area. (SF Administrative Code, Chapter 63)

Maximum Applied Water Allowance - The amount of annual applied water that may be used for irrigating landscaped areas. This limit is established by the San Francisco Public Utilities Commission (SFPUC) using state mandated formulas and accounts for local climatic conditions.

² Modified Landscape Area - All planting areas, turf areas, and water features in a landscape, as well as any adjacent planted areas in the public right-of-way for which the property owner is responsible that will be modified by the proposed construction. The landscape area does not include the following elements: footprints of buildings or structures unless the footprints include planted areas such as green roofs, sidewalks, driveways, parking lots, decks, patios, gravel or stone walks, other pervious or non-pervious hardscapes, and other non-irrigated areas designated for non-development such as open spaces and existing native vegetation.

³ Stormwater Management Ordinance - Requires the development and maintenance of stormwater management controls for specified activities that disturb 5,000 square feet or more of the ground surface and are subject to building, planning and subdivision approvals. This ordinance enforces the San Francisco Stormwater Design Guidelines as initiated by the Port and SFPUC. (SF Public Works Code Art. 4.2 Sec. 147.2)

Stormwater Design Guidelines - Shows project applicants how to achieve on-site stormwater management using low impact design (LID) strategies, also known as green infrastructure. The Guidelines protect San Francisco's environment by reducing stormwater runoff pollution in areas of new development and redevelopment and by reducing the wet weather burden on San Francisco's combined sewer.

⁴ Development Project Disturbed Area - Any activity at the site of a development project that disturbs the cumulative ground surface. These activities include, but are not limited to:
1) Construction, modification, conversion, or alteration of any building or structure
2) Associated grading, filling, excavation, change in existing topography, and the addition or replacement of impervious surfaces (includes all sidewalks, parking areas, driveways, and landscaped and irrigated areas constructed in conjunction with development in the project area).

[This area does not include: interior remodeling projects, maintenance activities such as top-layer grinding, repaving, re-roofing and conversions or alterations to buildings or structures that do not increase the ground surface footprint of the building structure.]

⁵ External Disturbed Area - Any associated construction activity that occurs off-site from the development project or outside the proposed development boundary. These activities include, but are not limited to: stockpiling, staging, storing, or any other activity that results in a land surface disturbance (or sediment runoff) including those associated with linear projects such as utility or sewer line installation.

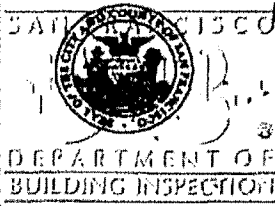
⁶ Recycled Water Ordinances - Requires property owners to install dual-plumbing systems for recycled water use within the designated recycled water use areas under certain circumstances. (SF Public Works Code Art. 22 Sec. 1204)

⁷ New or Remodeled building area - New, remodeled, or converted buildings/structures and all subdivisions or portions of a building(s)/structure(s) resulting in the alteration of 40,000 square feet or more. A development project includes landscaped, irrigated areas constructed in conjunction with the project. The landscaped area should not be included in the calculation of the development project's cumulative square footage.

⁸ New or existing irrigated area - New and existing irrigated areas of 10,000 square feet or more not constructed in conjunction with, or as part of a development project.

⁹ Batch Discharge Permit - The SFPUC issues Batch Discharge Permits to non-domestic dischargers for non-routine, episodic, batch, or other temporary discharges into the City's sewer system. Examples include water generated from activities such as: de-watering of construction sites; de-watering of wells drilled to investigate or mitigate a suspected contaminated site; power-washing of buildings or parking lots; or any other activity that generates wastewater, other than from routine commercial or industrial processes. The Batch Discharge Permit specifies the conditions under which wastewater may be discharged into the City's sewer system. For more information and the permit application, please visit: http://sfwater.org/msc_main.cfm/MC_ID/14/MSC_ID/445

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Department of Building Inspection

City & County of San Francisco
1680 Mission Street, San Francisco, CA 94103-3414



Receipt for Filing Fees Paid (Plancheck Receipt)

Receipt No: 11084594

Application Number Address
201108031630 2853 BRODERICK ST

Filing Fees based on Estimated Cost:		\$	320000.00
Fee Code	Description	Fee Amount	
BLDGSTD-F	Bldg Stds Admin Spec Revolv Fund	13.00	
DCP-F	DCP Plan Check (F)	8584.20	
PLAN REV-F	Plan Review (filing) DBI	3954.38	
TECH SUR-F	Technology Surcharge	251.37	
REC RETAIN	Records Retention Fee DBI	30.00	
Total Filing Fees			12832.95

Payments						
Payment Stage	Type	Paid By	Pay Date	Receipt #	Rec By	Payment Amount
FILING		CHEKBLOCH CONSTRUCTION INC 9254873849 3317 DIVISADERO ST SF CA 94123	08/03/2011	11084594	SHEKKATHY	12832.95

Total Payments 12832.95

Permits, Complaints and Boiler PTO Inquiry

Permit Details Report

Report Date: 11/20/2014 10:04:36 AM

Application Number: 201103111905
 Form Number: S
 Address(es): 0947 / 002 / 02853 BRODERICK ST
 0947 / 002 / 02857 BRODERICK ST
 Description: REMOVE SHEETROCK, LATH & PLASTER FROM SMOKE DAMAGED FLOORS. REMOVE KITCHEN AND BATH APPLIANCES AND CABINETS - ALL ON STRUCTURAL (SOFT DEMO ONLY)
 Cost: \$15,000.00
 Occupancy Code: R-3
 Building Use: 28 - 2 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
3/11/2011	TRIAGE	
3/11/2011	FILING	
3/11/2011	FILED	
3/11/2011	APPROVED	
3/11/2011	ISSUED	
2/6/2014	SUSPEND	Per DCP's request dated 2/5/2014
10/16/2014	REINSTATED	per DCP's request letter dated 10/16/2014
10/23/2014	SUSPEND	per BOA's request e-mail dated 10/22/2014

Contact Details:

Contractor Details:

License Number: 634865
 Name: TIMOTHY W. MORTENSEN
 Company Name: STREAMLINE BUILDERS
 Address: 111 CAMPBELL CT + RESCUE CA 95672-0000
 Phone:

Addenda Details:

Description:

Step	Station	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Hold Description
1	BID-INSP	3/9/11	3/9/11			3/9/11	FESSLER THOMAS	
2	BLDG	3/9/11	3/9/11			3/9/11	GUNNELL MICHAEL	
3	DPW-BSM	3/11/11	3/11/11			3/11/11	MINIANO DANNY	
4	CPB	3/11/11	3/11/11			3/11/11	GALIZA DELIA	

This permit has been issued. For information pertaining to this permit, please call 415-558-6096.

Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
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Inspections:

Activity Date	Inspector	Inspection Description	Inspection Status
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Special Inspections:

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APPROVED
Dept of Building Insp.

MAR 11 2011

Vivian L. Day
DIRECTOR/CHIEF BUILDING OFFICIAL
DEPT OF BUILDING INSPECTION

pid - 201065414
bip. 201075952

APPROVED FOR ISSUANCE
3-11-11
APPLICATION NUMBER
20110311905

APPLICATION FOR BUILDING PERMIT
ADDITIONS, ALTERATIONS OR REPAIRS

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF BUILDING INSPECTION

FORM 3 OTHER AGENCIES REVIEW REQUIRED
FORM 8 OVER-THE COUNTER ISSUANCE
NUMBER OF PLAN SETS 56

APPLICATION IS HEREBY MADE TO THE DEPARTMENT OF BUILDING INSPECTION OF SAN FRANCISCO FOR PERMISSION TO BUILD IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS SUBMITTED HEREWITH AND ACCORDING TO THE DESCRIPTION AND FOR THE PURPOSE HEREINAFTER SET FORTH

Table with 4 columns: BASE PLAN, PLANS PER RECEIPT NO, (7) EXACT ADDRESS OF JOB, (8) BLOCK & LOT. Includes permit number 1233238 and estimated cost of job \$15,000.

INFORMATION TO BE FURNISHED BY ALL APPLICANTS

LEGAL DESCRIPTION OF EXISTING BUILDING and DESCRIPTION OF BUILDING AFTER PROPOSED ALTERATION. Includes details on occupancy, use, and proposed structural changes like removing sheetrock and kitchen/bath appliances.

ADDITIONAL INFORMATION

Form with multiple checkboxes for additional information such as 'IS THIS ALTERNATION CREATE ADDITIONAL HEIGHT OR EXPOSE TO EXISTING?', 'WILL ELECTRICAL WORK BE PERFORMED?', and 'WILL PLUMBING WORK BE PERFORMED?'.

IMPORTANT NOTICES

Notice text regarding permit requirements, including: 'No change shall be made in the character of the occupancy or use without first obtaining a building permit...', 'No portion of building or structure to be constructed during construction, to be closer than 10' to any other existing structure...', and 'APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE AN APPROVAL FOR THE ELECTRICAL WORKING OR PLUMBING INSTALLATIONS...'.

NOTICE TO APPLICANT

HOLD HARMLESS CLAUSE. The permittee by acceptance of this permit, agrees to indemnify and hold harmless the City and County of San Francisco from and against any and all claims, demands and actions for damages resulting from operations under this permit... I hereby affirm under penalty of perjury that the following declarations: 1. I have and will maintain a certificate of consent to act... 2. I have and will maintain workers' compensation insurance... 3. The cost of the work to be done is \$1000 or less... 4. I certify that the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California... 5. I certify on the greater for the agent for the owner that in the performance of the work for which this permit is issued, I will employ a contractor who complies with the workers' compensation laws of California...

APPLICANT'S CERTIFICATION

I HEREBY CERTIFY AND AGREE THAT IF A PERMIT IS ISSUED FOR THE CONSTRUCTION DESCRIBED IN THIS APPLICATION, ALL THE PROVISIONS OF THE PERMIT AND ALL LAWS AND ORDINANCES THEREIN WILL BE COMPLIED WITH.

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CONDITIONS AND STIPULATIONS

REFER TO APPROVED DEPARTMENT OF BUILDING INSPECTION

Michael Gonnell, DBI
MAR 09 2011

DATE 3/9/11
REASON
AT 90 Access J/F

<input type="checkbox"/>	APPROVED	BUILDING INSPECTOR, DEPT. OF BLDG. INF.	NOTIFIED MR.
<input type="checkbox"/>	APPROVED	DEPARTMENT OF CITY PLANNING	DATE _____ REASON _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED	BUREAU OF FIRE PREVENTION & PUBLIC SAFETY	DATE _____ REASON _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED	MECHANICAL ENGINEER, DEPT OF BLDG. INSPECTION	DATE _____ REASON _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED	CIVIL ENGINEER, DEPT OF BLDG. INSPECTION	DATE _____ REASON _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED	ST SP ONLY BY <u>03-11-11</u> Danny Mirano, DPW/BSM BUREAU OF ENGINEERING	DATE _____ REASON _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED	DEPARTMENT OF PUBLIC HEALTH	DATE _____ REASON _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED	REDEVELOPMENT AGENCY	DATE _____ REASON _____ NOTIFIED MR.
<input type="checkbox"/>	APPROVED	HOUSING INSPECTION DIVISION	DATE _____ REASON _____ NOTIFIED MR.

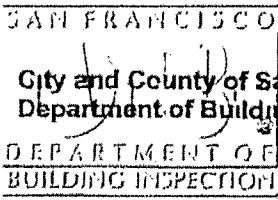
HOLD SECTION - NOTE DATES AND NAMES OF ALL PERSONS NOTIFIED DURING PROCESSING

I agree to comply with all conditions or stipulations of the various bureaus or department noted on this application, and attached statements of conditions or stipulations, which are hereby made a part of this application.

Number of attachments

OWNER'S AUTHORIZED AGENT _____

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City and County of San Francisco
Department of Building Inspection



Edwin M Lee, Mayor
Vivian L Day, C B O, Director

LICENSED CONTRACTOR'S STATEMENT

Application # 20110311905

Address 2853 + 2857
Broderick St

Licensed Contractor's Declaration

Pursuant to the Business and Professions Code Sec 7031 5, I hereby affirm under penalty of perjury that I am licensed under the provisions of Chapter 9 (commencing with Sec 7000) of Division 3 of the Business and Professions Code, and that my license is in full force and effect

License Number 634865

License Class B

Expiration Date 1-31-12

Contractor Tim Martenson

Tim Martenson
PRINT
Tim Martenson
SIGNATURE

Owner-Builder Declaration

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law, Business and Professions Code (Sec 7031 5) **Mark the appropriate box below**

I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Sec 7044) I further acknowledge that I understand and agree that in the event that any work is commenced contrary to the representations contained herein, that the Permit herein applied for shall be deemed suspended

Architect, Agent

I, as owner of the property, am exclusively contracting with licensed contractors to construct this project (Sec 7044) I certify that at the time such contractors are selected, I will have them file a copy of this from (Licensed Contractor's Declaration) prior to the commencement of any work I further acknowledge that I understand and agree that, in the event that said contractors fail to file a copy of the Declaration with the Central Permit Bureau, that the Permit herein applied for shall be deemed suspended

I am exempt under Business and Professions Code Section _____

Reason _____

Architect (PRINT)

Date _____

Agent (PRINT)

Owner (PRINT)

(SIGNATURE)

NOTE *Any violation of the Bus & Prof Code Sec 731 5 by any permit applicant shall be subject to a civil penalty of not more than five hundred dollars (\$500)* Bus & Prof Code Sec 7031 5 Revised 04/30/2010

Permits, Complaints and Boiler PTO Inquiry

Permit Details Report

Report Date: 11/20/2014 10:55:57 AM

Application Number: 201309247638

Form Number: 3

Address(es): 0947 / 002 / 03853 BRODERICK ST
0947 / 002 / 03857 BRODERICK ST

Description: REMOVE FIRE DAMAGED AND UNSOUND FRAMING DISCOVERED DURING ALTERATION UNDERWAY(2011-03-25-2839) REMOVE & REPLACE ALL FLOOR & DECK JOISTS & EXTERIOR WALL FRAMING AT 2ND & 3RD FLOORS ONLY, REPLAC BAYS & WINDOW OPENINGS IN KIND. ALL NEW EXTERIOR ELEMENTS IN KIND.

Cost: \$18,400.00

Occupancy Code: R-3

Building Use: 28 - 2 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
9/24/2013	TRIAGE	
9/24/2013	FILING	
9/24/2013	FILED	
10/3/2013	PLANCHECK	
10/3/2013	APPROVED	
10/11/2013	ISSUED	
2/6/2014	SUSPEND	Per DCP's request on 2/5/2014
10/16/2014	REINSTATED	per DCP's request letter dated 10/16/2014
10/23/2014	SUSPEND	per BOA' request e-mail dated 10/22/2014

Contact Details:

Contractor Details:

License Number: OWN
 Name: OWNER OWNER
 Company Name: OWNER
 Address: OWNER * OWNER CA 00000-0000
 Phone:

Addenda Details:

Description:

Step	Station	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Hold Description
1	BID-INSP	9/24/13	9/24/13			9/24/13	VENIZELOS THOMAS	
2	CPB	9/24/13	9/24/13			9/24/13	CHAN AMARIS	
3	CP-ZOC	9/24/13	9/26/13			9/26/13	CABREROS GLENN	Approved. Rear facade alterations: exterior materials to be replaced in-kind 9/26/13 (gc).
4	BLDG	9/27/13	9/30/13	9/30/13		10/1/13	LE THOMAS	
5	PPC	10/3/13	10/3/13			10/3/13	SAMARASINGHE GILES	10/3/13: to CPB.grs
6	CPB	10/3/13	10/3/13			10/11/13	SHEK KATHY	10/3/13: APPROVED. KS

This permit has been issued. For information pertaining to this permit, please call 415-558-6096.

Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
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Inspections:

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APPROVED
Dept. of Building Inspection

OCT 11 2013

TAM WHITEHEAD
JAMES E. FUILES
JOHN S. SPECTOR
DEPT. OF BUILDING INSPECTION

BID #201005414
F201305201

APPROVED FOR ISSUANCE

BLDG. FORM 3/8

APPLICATION NUMBER
2013-09-24-7438

OSHA APPROVAL REQUIRED
APPROVAL NUMBER

APPLICATION FOR BUILDING PERMIT
ADDITIONS, ALTERATIONS OR REPAIRS

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF BUILDING INSPECTION

APPLICATION IS HEREBY MADE TO THE DEPARTMENT OF BUILDING INSPECTION OF SAN FRANCISCO FOR PERMISSION TO BUILD IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS SUBMITTED HERewith AND ACCORDING TO THE DESCRIPTION AND FOR THE PURPOSE HEREINAFTER SET FORTH.

FORM 3 OTHER AGENCIES REVIEW REQUIRED
FORM 8 OVER-THE-COUNTER ISSUANCE
2 + REF. NUMBER OF PLAN SETS

DO NOT WRITE ABOVE THIS LINE

DATE FILED SEP 24 2013	FILED FEE RECEIPT NO. 13095898	(1) STREET ADDRESS OF JOB 2853-2857 BRODERICK	BLOCK & LOT 0947 / 002
PERMIT NO. 1707112	ISSUED OCT 11 2013	(2A) ESTIMATED COST OF JOB \$25,000	(2B) REVISED COST: \$18,400 BY: TOL DATE: 10/01/13

INFORMATION TO BE FURNISHED BY ALL APPLICANTS

LEGAL DESCRIPTION OF EXISTING BUILDING					
(6A) TYPE OF CONSTR. 53	(6A) NO. OF STORIES OF OCCUPANCY 4	(6A) NO. OF BASEMENTS AND CELLARS 0	(7A) PRESENT USE: TWO FAMILY DWELLING	(8A) OCCUP. CLASS R-3	(9A) NO. OF DWELLING UNITS 2
DESCRIPTION OF BUILDING AFTER PROPOSED ALTERATION					
(4) TYPE OF CONSTR. 53	(5) NO. OF STORIES OF OCCUPANCY 4	(6) NO. OF BASEMENTS AND CELLARS 0	(7) PROPOSED USE (LEGAL USE) TWO FAMILY DWELLING	(8) OCCUP. CLASS R-3	(9) NO. OF DWELLING UNITS 2
(10) IS AUTO RUNWAY TO BE CONSTRUCTED OR ALTERED?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(11) WILL STREET SPACE BE USED DURING CONSTRUCTION?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(12) ELECTRICAL WORK TO BE PERFORMED?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
(13) PLUMBING WORK TO BE PERFORMED?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>				
(14) GENERAL CONTRACTOR Mace	ADDRESS	ZIP	PHONE	CALIF. LIC. NO.	EXPIRATION DATE
(15) OWNER - LESSEE (CROSS OUT ONE) TAM WHITEHEAD	ADDRESS 2853 BRODERICK	ZIP	STREET	PHONE (FOR CONTACT BY DEPT.) (415) 250-9457	
(16) WRITE IN DESCRIPTION OF ALL WORK TO BE PERFORMED UNDER THIS APPLICATION (REFERENCE TO PLANS IS NOT SUFFICIENT) REMOVE FIRE DAMAGED AND UNSOUND FRAMING DISCOVERED DURING ALTERATION UNDERWAY (2011-08-25-2839) REMOVE & REPLACE ALL FLOOR + DECK JOISTS + EXTERIOR WALL FRAMING AT 2ND + 3RD FLRS ONLY REPLACING BATS + WINDOW + ALL NEW EXTERIOR					
ADDITIONAL INFORMATION ELEMENTS IN KIND					
(17) DOES THIS ALTERATION CREATE ADDITIONAL HEIGHT OR STORY TO BUILDING?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(18) IF (17) IS YES, STATE NEW HEIGHT AT CENTER LINE OF FRONT	(19) DOES THIS ALTERATION CREATE DECK OR HORIZ. EXTENSION TO BUILDING?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(20) IF (19) IS YES, STATE NEW GROUND FLOOR AREA SQ. FT.
(21) WILL SIDEWALK OVER SUB-SIDEWALK SPACE BE REPAIRED OR ALTERED?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(22) WILL BUILDING EXTEND BEYOND PROPERTY LINE?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	(23) ANY OTHER EXISTING BLDG. ON LOT? (IF YES, SHOW ON PLOT PLAN)	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
(24) DOES THIS ALTERATION CONSTITUTE A CHANGE OF OCCUPANCY?	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>				
(25) ARCHITECT OR ENGINEER (DESIGN <input type="checkbox"/> CONSTRUCTION <input checked="" type="checkbox"/> STEPHEN ANTONIARDS	ADDRESS 23-61 MARQUESS ST.	ZIP 94134	CALIF. CERTIFICATE NO. C-14386		
(26) CONSTRUCTION LEADER (ENTER NAME AND BRANCH DESIGNATION IF ANY. IF THERE IS NO KNOWN CONSTRUCTION LEADER, ENTER "UNKNOWN")	ADDRESS				

IMPORTANT NOTICES

No change shall be made in the character of the occupancy or use without first obtaining a Building Permit authorizing such change. See San Francisco Building Code and San Francisco Housing Code.

No portion of building or structure or scaffolding used during construction is to be closer than 8'0" to any wall containing more than 750 volts. See Sec 305, California Penal Code.

Pursuant to San Francisco Building Code, the building permit shall be posted on the job. The owner is responsible for approved plans and application being kept at building site.

Grade marks as shown on drawings accompanying this application are assumed to be correct. If actual grade lines are not the same as shown, revised drawings showing correct grade lines, cuts and fills, and complete details of retaining walls and wall footings must be submitted to the department for approval.

ANY STIPULATION REQUIRED HEREIN OR BY CODE MAY BE APPEALED.

BUILDING NOT TO BE OCCUPIED UNTIL CERTIFICATE OF FINAL COMPLETION IS POSTED ON THE BUILDING ON PERMIT OF OCCUPANCY GRANTED, WHEN REQUIRED.

APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE AN APPROVAL FOR THE ELECTRICAL WIRING OR PLUMBING INSTALLATIONS. A SEPARATE PERMIT FOR THE WIRING AND PLUMBING MUST BE OBTAINED. SEPARATE PERMITS ARE REQUIRED IF ANSWER IS "YES" TO ANY OF ABOVE QUESTIONS (10) (11) (12) (13) (17) (22) OR (24)

THIS IS NOT A BUILDING PERMIT. NO WORK SHALL BE STARTED UNTIL A BUILDING PERMIT IS ISSUED.

In dwellings, all receptacle materials must have a clearance of not less than two inches from all electrical wires or equipment.

CHECK APPROPRIATE BOX
 OWNER
 LESSEE
 CONTRACTOR
 ARCHITECT
 AGENT
 ENGINEER

APPLICANT'S CERTIFICATION

I HEREBY CERTIFY AND AGREE THAT IF A PERMIT IS ISSUED FOR THE CONSTRUCTION DESCRIBED IN THIS APPLICATION ALL THE PROVISIONS OF THE PERMIT AND ALL LAWS AND ORDINANCES THERE TO WILL BE COMPLIED WITH.

NOTICE TO APPLICANT

HOLD HARMLESS CLAUSE. The permittee(s) by acceptance of the permit, agree(s) to indemnify and hold harmless the City and County of San Francisco from and against any and all claims, demands and actions for damages resulting from operations under this permit, regardless of negligence of the City and County of San Francisco, and to assume the defense of the City and County of San Francisco against all such claims, demands or actions.

In conformity with the provisions of Section 3800 of the Labor Code of the State of California, the applicant shall have worker's compensation coverage under (I) or (II) designated below, or shall indicate item (III), (IV), or (V), whichever is applicable. If however item (I) is checked, item (IV) must be checked as well. Mark the appropriate method of compliance below.

I hereby affirm under penalty of perjury one of the following declarations:

- () I. I, the owner, will maintain a certificate of consent to self-insure for worker's compensation, as provided by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.
- () II. I, the owner, will maintain worker's compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My worker's compensation insurance carrier and policy number are:
Carrier _____
Policy Number _____
- () III. The cost of the work to be done is \$100 or less.
- () IV. I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the worker's compensation laws of California. I further acknowledge that I understand that in the event that I should become subject to the worker's compensation provisions of the Labor Code of California and fail to comply therewith with the provisions of Section 3800 of the Labor Code, that the permit herein applied for shall be deemed revoked.

I, the owner (or the agent for the owner) that in the performance of the work for which this permit is issued, I will employ a contractor who complies with the worker's compensation laws of California and who, prior to the commencement of any work, will file a completed copy of this form with the Central Permit Bureau.

Signature of Applicant or Agent: *[Signature]* 9/24/13

CONDITIONS AND STIPULATIONS

REFER TO:	APPROVED: <i>[Signature]</i> OCT 11 2013 BUILDING INSPECTOR, DEPT. OF BLDG. INSP.	DATE: 7.29.13 REASON: OK TO PROCESS FOR FIRE DAMAGE REPAIR TV
<input type="checkbox"/>	APPROVED: <i>per facade alterations: replacement of exterior materials in-kind.</i> <i>[Signature]</i> 9/26/13 DEPARTMENT OF CITY PLANNING	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: <i>N/A</i> BUREAU OF FIRE PREVENTION & PUBLIC SAFETY	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: <i>[Signature]</i> MECHANICAL ENGINEER, DEPT. OF BLDG. INSPECTION	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input checked="" type="checkbox"/>	APPROVED: <i>SEE APPLICABLE FRAMING DETAILS IN STRUCTURAL PLANS OF P.A. # 2011-0325-2829 FOR IN-KIND REPLACEMENT</i> <i>[Signature]</i> CIVIL ENGINEER, DEPT. OF BLDG. INSPECTION	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: <i>N/A</i> BUREAU OF ENGINEERING	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ DEPARTMENT OF PUBLIC HEALTH	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ REDEVELOPMENT AGENCY	DATE: _____ REASON: _____ NOTIFIED MR. _____
<input type="checkbox"/>	APPROVED: _____ HOUSING INSPECTION DIVISION	DATE: _____ REASON: _____ NOTIFIED MR. _____

HOLD SECTION - NOTE DATES AND NAMES OF ALL PERSONS NOTIFIED DURING PROCESSING

I agree to comply with all conditions or stipulations of the various bureaus or departments noted on this application, and attached statements of conditions or stipulations, which are hereby made a part of this application.

Number of attachments

[Signature]
 OWNER'S AUTHORIZED AGENT



DEPARTMENT OF BUILDING INSPECTION

City & County of San Francisco
1660 Mission Street, San Francisco, California 94103-2414

DATE: SEP 24 2013

PERMIT APPLICANT AND AUTHORIZED AGENT DISCLOSURE AND CERTIFICATION
New
Amended

Permit/Application No.: 20130924748F Job Address: 2833 BRUNSON

This form must be completed in its entirety in connection with an application for a building permit (Forms 1/2, 3/8, 4/7, 5 and 6). The form must be amended for all new information or change in information for duration of project. Please be advised that the Department does not regulate permit expeditors/consultants or afford them preferential treatment.

A. Permit Applicant Information

I hereby certify that for the purpose of filing an application for a building or other permit with the Central Permit Bureau, or completion of any form related to the San Francisco Building Code, or to City and County ordinances and regulations, or to state laws and codes, I am the owner, the lessee or the agent of the owner/lessee and am authorized to sign all documents connected with this application or permit.

I declare under penalty of perjury that the foregoing is true and correct. I am the permit applicant and I am

Check box(s):

- The owner (B)
The lessee (C)
The authorized agent. Check entity(s):
Architect (D)
Engineer (D)
Contractor (E)
Attorney (F)
Permit Consultant/Expeditor (G)
Other (H)

Print Applicant Name STEVEN ANTONIACIS

Sign Name [Signature]

3. Name

Architect
Engineer
Phone No.
Firm Name
License #
Expiration Date
Firm Address
City State Zip

E. General Contractor Information

Note: Complete separate licensed contractor's statement also.

Name
Phone
Firm Name
License #
Expiration Date
Firm address
City State Zip

- Contractor not yet selected. If this box is checked, submit an amended form when known.
Owner - Builder. If this box is checked, submit owner-builder declaration form.

B. Owner Information

Name PAUL WHITEHEAD
Phone 2023 9800011
Address 30
City State Zip

F. Attorney Information

Name
Phone
Firm Name
Firm Address
City State Zip

C. Lessee Information

Name
Phone
Address
City State Zip

G. Permit Consultant / Expeditor

Name
Phone
Firm Name
Firm Address
City State Zip

D. Architect / Engineer Information

- None
List all Architect(s)/Engineer(s) on project:

1. Name STEVEN ANTONIACIS
Architect
Engineer
Phone No. (415) 364-2261
Firm Name STEVEN ANTONIACIS
License # C-14486
Expiration Date 6-30-15
Firm Address 1221 Market St #524
City State Zip

H. Authorized Agent - Others

Name
Phone
Firm Name
Firm Address
City State Zip

2. Name
Architect
Engineer
Phone No.
Firm Name
License #
Expiration Date
Firm Address
City State Zip

Please describe your relationship with the owner

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SAN FRANCISCO

City and County of San Francisco
Department of Building Inspection
DEPARTMENT OF
BUILDING INSPECTION



Edwin M. Lee, Mayor
Tom C. Hui, S.E., Director

PERMIT APPLICATION #: 2013-09-24-7638

PROPERTY OWNER'S PACKAGE

Disclosures & Forms for Owner-Builders Applying for Construction Permits

IMPORTANT! NOTICE TO PROPERTY OWNER

An application for a building permit has been submitted in your name listing yourself as the builder of the property improvements specified at 2853 - 57 Broderick St.

We are providing you with an Owner-Builder Acknowledgment and Information Verification Form to make you aware of your responsibilities and possible risk you may incur by having this permit issued in your name as the Owner-Builder. **We will not issue a building permit until you have read, initialed your understanding of each provision, signed, and returned this form to us at our official address indicated.** An agent of the owner cannot execute this notice unless you, the property owner, obtain the prior approval of the permitting authority.

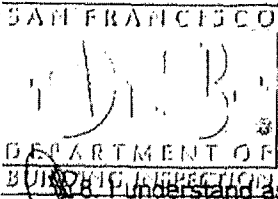
OWNER'S ACKNOWLEDGMENT AND VERIFICATION OF INFORMATION

DIRECTIONS: Read and initial each statement below to signify you understand or verify this information.

1. I understand a frequent practice of unlicensed persons is to have the property owner obtain an "Owner-Builder" building permit that erroneously implies that the property owner is providing his or her own labor and material personally. I, as an Owner-Builder, may be held liable and subject to serious financial risk for any injuries sustained by an unlicensed person and his or her employees while working on my property. My homeowner's insurance may not provide coverage for those injuries. I am willfully acting as an Owner-Builder and am aware of the limits of my insurance coverage for injuries to workers on my property.
2. I understand building permits are not required to be signed by property owners unless they are *responsible* for the construction and are not hiring a licensed Contractor to assume this responsibility.
3. I understand as an "Owner-Builder" I am the responsible party of record on the permit. I understand that I may protect myself from potential financial risk by hiring a licensed Contractor and having the permit filed in his or her name instead of my own.
4. I understand Contractors are required by law to be licensed and bonded in California and to list their license numbers on permits and contracts.
5. I understand if I employ or otherwise engage any persons, other than California licensed Contractors, and the total value of my construction is at least five hundred dollars (\$500), including labor and materials, I may be considered an "employer" under state and federal law.
6. I understand if I am considered an "employer" under state and federal law, I must register with the state and federal government, withhold payroll taxes, provide workers' compensation disability insurance, and contribute to unemployment compensation for each "employee." I also understand my failure to abide by these laws may subject me to serious financial risk.
7. I understand under California Contractors' State License Law, an Owner-Builder who builds single-family residential structures cannot legally build them with the intent to offer them for sale, unless *all* work is performed by licensed subcontractors and the number of structures does not exceed four within any calendar year, or all of the work is performed under contract with a licensed general building Contractor.

1660 Mission Street - San Francisco CA 94103
Office (415) 558-6088 - FAX (415) 558-6401
Website: www.sfdbi.org

OFFICIAL COPY



8. I understand as an Owner-Builder if I sell the property for which this permit is issued, I may be held liable for any financial or personal injuries sustained by any subsequent owner(s) that result from any latent construction defects in the workmanship or materials.

9. I understand I may obtain more information regarding my obligations as an "employer" from the Internal Revenue Service, the United States Small Business Administration, the California Department of Benefit Payments, and the California Division of Industrial Accidents. I also understand I may contact the California Contractors' State License Board (CSLB) at 1-800-321-CSLB (2752) or www.cslb.ca.gov for more information about licensed contractors.

10. I am aware of and consent to an Owner-Builder building permit applied for in my name, and understand that I am the party legally and financially responsible for proposed construction activity at the following address:

2053-77 Broderick St

11. I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern Owner-Builders as well as employers.

12. I agree to notify the issuer of this form immediately of any additions, deletions, or changes to any of the information I have provided on this form. Licensed contractors are regulated by laws designed to protect the public. If you contract with someone who does not have a license, the Contractors' State License Board may be unable to assist you with any financial loss you may sustain as a result of a complaint. Your only remedy against unlicensed Contractors may be in civil court. It is also important for you to understand that if an unlicensed Contractor or employee of that individual or firm is injured while working on your property, you may be held liable for damages. If you obtain a permit as Owner-Builder and wish to hire Contractors, you will be responsible for verifying whether or not those Contractors are properly licensed and the status of their workers' compensation insurance coverage.

Before a building permit can be issued, this form must be completed and signed by the property owner and returned to the agency responsible for issuing the permit. Note: A copy of the property owner's driver's license, form notarization, or other verification acceptable to the agency is required to be presented when the permit is issued to verify the property owner's signature.

Property Owner's Signature: [Signature] Date: 10-11-13

Note: The following Authorization Form is required to be completed by the property owner only when designating an agent of the property owner to apply for a construction permit for the Owner-Builder.

AUTHORIZATION OF AGENT TO ACT ON PROPERTY OWNER'S BEHALF

Excluding the Notice to Property Owner, the execution of which I understand is my personal responsibility, I hereby authorize the following person(s) to act as my agent(s) to apply for, sign, and file the documents necessary to obtain an Owner-Builder Permit for my project.

Scope of Construction Project (or Description of Work):

Project Location or Address:

Name of Authorized Agent: Phone: ()

Address of Authorized Agent:

I declare under penalty of perjury that I am the property owner for the address listed above and I personally filled out the above information and certify its accuracy. Note: A copy of the owner's driver's license, form notarization, or other verification acceptable to the agency is required to be presented when the permit is issued to verify the property owner's signature.

Property Owner's Signature: Date:

OFFICIAL COPY



Department of Building Inspection

City & County of San Francisco
1660 Mission Street, San Francisco, CA 94103-2414



Receipt for Filing Fees Paid (Plancheck Receipt)

Receipt No: 13095898

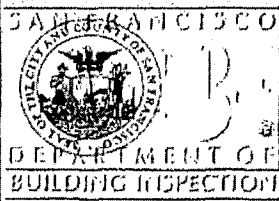
Application Number Address
201309247638 2853 BRODERICK ST

Filing Fees based on Estimated Cost:		\$	2500.00
Fee Code	Description	Fee Amount	
TECH SUR-F	Technology Surcharge		11.40
BLDGSTD-F	Bldg Stds Admin Spec Revolv Fund		1.00
DCP-F	DCP Plan Check (F)		342.00
REC RETAIN	Records Retention Fee DBI		6.00
PLAN REV-F	Plan Review (filing) DBI		222.11
Total Filing Fees			582.51

Payments						
Payment Stage	Type	Paid By	Pay Date	Receipt #	Rec By	Payment Amount
FILING	VISA	STEPHEN ANTONAROS 415-864-2261 2261 MARKET STREET, SUITE# 324 SAN FRANCISCO CA	09/24/2013	13095898	ACHAN	582.51

Total Payments 582.51

OFFICIAL COPY



NOTICE OF VIOLATION

of the San Francisco Municipal Codes Regarding Unsafe, Substandard or Noncomplying Structure or Land or Occupancy

DEPARTMENT OF BUILDING INSPECTION NOTICE: 1
City and County of San Francisco
1660 Mission St. San Francisco, CA 94103

NUMBER: 201065414
DATE: 30-AUG-10

ADDRESS: 2857 BRODERICK ST

OCCUPANCY/USE: R-3 (RESIDENTIAL- 1 & 2 UNIT DWELLINGS, TOWNHOUSES) BLOCK: 0947 LOT: 002

If checked, this information is based upon site-observation only. Further research may indicate that legal use is different. If so, a revised Notice of Violation will be issued.

OWNER/AGENT: INGER M CONRAD REVOC TR
MAILING INGER M CONRAD REVOC TR
ADDRESS CONRAD INGER M & LEMAIRE MA
607 VERANO AVE
SONOMA CA 95476

PHONE #: --

PERSON CONTACTED @ SITE:

PHONE #: --

VIOLATION DESCRIPTION:

	CODE/SECTION#
<input type="checkbox"/> WORK WITHOUT PERMIT	106.1.1
<input type="checkbox"/> ADDITIONAL WORK-PERMIT REQUIRED	106.4.7
<input type="checkbox"/> EXPIRED OR <input type="checkbox"/> CANCELLED PERMIT PA#:	106.4.4
<input checked="" type="checkbox"/> UNSAFE BUILDING <input type="checkbox"/> SEE ATTACHMENTS	102.1

Fire damage at rear of basement - significant charring of approx 20-30% of floor joists of unit above, possibly affecting structural integrity of floor. Related sub floor area also charred. At unit up above in the immediate area of the fire; significant damage from fire, smoke, water & axe. Front half of unit appears to have mainly cosmetic damage. Some plaster may require removal due to water saturation. No access was provided to 2nd & 3rd floors/not inspected.

CORRECTIVE ACTION:

STOP ALL WORK SFBC 104.2.4

415-558-6102

FILE BUILDING PERMIT WITHIN 45 DAYS

(WITH PLANS) A copy of This Notice Must Accompany the Permit Application

OBTAIN PERMIT WITHIN 90 DAYS AND COMPLETE ALL WORK WITHIN 120 DAYS, INCLUDING FINAL INSPECTION AND OFF.

CORRECT VIOLATIONS WITHIN DAYS.

NO PERMIT REQUIRED

YOU FAILED TO COMPLY WITH THE NOTICE(S) DATED . THEREFORE THIS DEPT. HAS INITIATED ABATEMENT PROCEEDINGS.

- FAILURE TO COMPLY WITH THIS NOTICE WILL CAUSE ABATEMENT PROCEEDINGS TO BEGIN. SEE ATTACHMENT FOR ADDITIONAL WARNINGS.

Obtain assessment from structural engineer to determine extent of required structural repairs in basement & 1st floor. Obtain a "soft demo" permit if finishes need to be removed for additional structural investigation. Drawings required for structural repairs. Electrical & plumbing permits required.

INVESTIGATION FEE OR OTHER FEE WILL APPLY

9x FEE (WORK W/O PERMIT AFTER 9/1/60)

2x FEE (WORK EXCEEDING SCOPE OF PERMIT)

OTHER:

REINSPECTION FEE \$

NO PENALTY

(WORK W/O PERMIT PRIOR TO 9/1/60)

APPROX. DATE OF WORK W/O PERMIT

VALUE OF WORK PERFORMED W/O PERMITS \$

BY ORDER OF THE DIRECTOR, DEPARTMENT OF BUILDING INSPECTION

CONTACT INSPECTOR: Steve Hajnal

PHONE # 415-558-6102

DIVISION: BID

DISTRICT: 4

By: (Inspector's Signature) _____



NOTICE OF VIOLATION

of the San Francisco Municipal Codes Regarding Unsafe, Substandard or Noncomplying Structure or Land or Occupancy

Pursuant to SFBC 304(e) and 332.3 investigation fees are charged for work begun or performed without permits or for work exceeding the scope of permits. Such fees may be appealed to the Board of Permit Appeals within 15 days of permit issuance, at 875 Stevenson St., 4th floor. 554-6720

WARNING: Failure to take immediate action as required to correct the above violations will result in abatement proceedings by the Department of Building Inspection. If an Order of Abatement is recorded against this property, the owner will be billed or the property will be billed for all costs incurred in the code enforcement process from the posting of the first "Notice of Violation" until all costs are paid. SFBC 203(b) & 332.3

WARNING: Section 204 of the San Francisco Housing Code provides for immediate fines of \$100 for each instance of initial non-compliance, followed by \$200 fines per violation for the second instance of non-compliance, up to a maximum of \$7,500 per building. This section also provides for issuance of a criminal charge as a misdemeanor for each violation, resulting in fines of not less than \$1,000 per day or six months' imprisonment or both.

WARNING: Anyone who derives rental income from housing determined by the Department of Building Inspection to be substandard cannot deduct from state personal income tax and bank and corporate income tax interest, depreciation or taxes attributable to such substandard structure. If correction work is not completed or being diligently, expeditiously and continuously prosecuted after six (6) months from the date of this notice, notification will be sent to the Franchise Tax Board as provided in Section 17264(c) of the Revenue and Taxation Code.

WARNING: Section 205(a) of the San Francisco Building Code provides for civil fines of up to \$500 per day for any person who violates, disobeys, omits, neglects or refuses to comply with or opposes the execution of any provisions of this code. This section also provides for misdemeanor fines, if convicted, of up to \$500 and/or imprisonment up to six months for each separate offense for every day such offense occurs.

De acuerdo a las Secciones 304(e) y 332.3 de el Código de Construcción de Edificios de San Francisco, gastos de investigación serán cobrados por trabajo empezado o realizado sin los debidos permisos o por trabajo que exceda el limite estipulado en los permisos. Dichos cobros pueden ser apelados ante la Junta de Apelaciones de Permisos (Board of Permit Appeals) dentro de los primeros quince dias de haberse obtenido el permiso. Las apelaciones se hacen en el 875 de la calle Stevenson, cuarto piso, telefono 554-6720.

ADVERTENCIA: Si no cumple con las acciones inmediatas requeridas para corregir las infracciones, el Departamento de Inspección de Edificios tendrá el derecho de iniciar el proceso de mitigación. Si una Orden de Mitigación es registrada contra dicha propiedad, los gastos incurridos durante el proceso de aplicación del código, desde la primera puesta del Aviso de Infracción hasta que todos los gastos estén pagados, se le cobrarán al dueño del edificio o la propiedad sera embargada para recuperar dichos gastos. Referencia a la Sección 203(b) y 332.3 de el Código de Construcción de Edificios.

ADVERTENCIA: La Sección 204 de el Código de Vivienda de San Francisco permite que se multa inmediatamente \$100 por cada primer caso de inconformidad, seguida por una multa de \$200 por cada segunda infracción de inconformidad, aumentando hasta un máximo de \$7,500 por cada edificio. Esta Sección también permite obtener cargos criminales como delito menor, resultando en multas de no menos de \$1,000 diarios ó 6 meses de encarcelamiento o ambas sanciones.

ADVERTENCIA: Cualquier persona que reciba renta por una vivienda que haya sido declarada que no satisface las normas requeridas por el Departamento de Inspección de Edificios, no puede deducir del estado intereses personales, de banco o empresa, depreciación o taxes atribuidos sobre dicha estructura. Si el trabajo de reparación no se termina o está diligentemente, rápidamente y puntualmente acusado después de seis (6) meses de la fecha de este aviso, se le enviará una notificación a la Junta de Composición de Impuestos (Franchise Tax Board) de acuerdo a la Sección 1264(c) del Código de Ingresos e Impuestos (Revenue and Taxation Code).

ADVERTENCIA: La Sección 205(a) de el Código de Edificios de San Francisco impone multas civiles hasta de \$500 por cada día a cualquier persona que infrinja, desobedezca, omita, descuide, rehusa cumplir, resiste o se opone a la ejecución de las provisiones de este código. Esta sección también impone multas por delito menor, si es declarado culpable, de hasta \$500 o encarcelamiento de hasta 6 meses, o ambas sanciones, por cada una de las ofensas y por cada día que dicha ofensa ocurra.

根據《三藩市建築法規》(簡稱 SFBC) 第 304(e) 項和第 332.3 項條款的規定，對沒有許可證便已開始的工程或現在進行的工程，或者超越許可範圍的工程，將收取調查費。當事人可以在許可證發出日起 15 天之內，向委員會以向許可上訴委員會提出上訴。該委員會地址在 Stevenson 街 875 號 4 樓。電話：554-6720。

警告：任何人通過出租房屋獲得收入，而其房屋已被建築檢查局判定為低於規定標準者，不能從加州個人所得稅、銀行和公司所得稅利息，以及與該低於規定標準的建築物有關的新舊或稅款中扣除稅費。如果在此通告公布六個月後，改正工程沒有完成，或者沒有積極、迅速有效地繼續進行，我們將根據《國家稅收法典》(即 Revenue & Taxation Code) 第 1264(c) 項條款，通知加州稅務委員會 (The Franchise Tax Board)。

警告：如不能按規定立即採取行動，以糾正上述違章行爲，將導致建築檢查局付諸強制糾正程序的執行。相對此房產違規的強制糾正程序命令一般在市府轉錄。則您應知道該糾正程序的各項與此糾正程序命令有關的費用，與向房產業主徵收，或將房產抵押、凍結付還者項費用。請參閱《三藩市建築法規》第 203 (b) 項和第 332.3 項條款。

警告：《三藩市建築法規》第 205(a) 項條款規定：對於任何違反、不履從、疏忽、忽視、或拒絕遵照此法規者，或者抵制、反對實施此法規中的任何條款的人，將付最高 500 元的民事罰款。此法規還規定對違法者，如果違章，對每天所發生的、每一單獨的違法行爲，將付最高 500 元的罰款、刑/或者監禁六個月。

警告：《三藩市房屋法規》(即 SFBC) 第 204(b) 項條款規定：對每一違章初犯者立即將被罰款 100 元，二次違犯者罰款 200 元，每種違章的最高罰款可達 7,500 元。此項法規還規定對每一違章初犯者可提出刑事控告，每日最高罰款可達 1,000 元，或/和監禁六個月。

From: 714515@gmail.com
Sent: Sunday, November 23, 2014 7:19 PM
To: Mark Farrell
Cc: Stefani, Catherine; Sanchez, Scott (CPC); Patrick.O'Riordan@sfgov.org; Fessler, Thomas (DBI); Lowrey, Daniel (DBI); Tam, Tina (CPC); Jones, Sarah (CPC); Caltagirone, Shelley (CPC); Lamug, Joy; Calvillo, Angela (BOS); Carroll, John (BOS); paulmimai@yahoo.com; kbgoss@pacbell.net; michael@jaegermchugh.com; maltsai@yahoo.com; annabrockway@yahoo.com; dorinetowle@me.com; Vince Hoenigman; Kate Kardos; cjones@forwardmgmt.com; rwgoss@pacbell.net Goss; Povlitz; timothy.arcuri@cowen.com; amanda@hoenigman.com; wmore@aol.com; nancy leavens nancy; Will Morehead (; DXN2700@aol.com; Geoff Wood; Brooke Sampson; lbrooke@lmi.net (lbrooke@lmi.net); elarkin@hill-co.com; Cynthia2ndemail@gmail.com; PatriciaVaughney@att.net Patricia; IDick@fbm.com
Subject: BOS HEARING NOV 25 --2853 BRODERICK CEQA ISSUES

Categories: 141083

**RECEIVED AFTER THE ELEVEN-DAY
DEADLINE, BY NOON, PURSUANT TO ADMIN.
CODE, SECTION 31.16(b)(5)**
(Note: Pursuant to California Government Code, Section
86509(b)(2), information received at, or prior to, the public
hearing will be included as part of the official file.)

Dear Supervisor Farrell:

Board of Supervisors Hearing November 25: 2853 Broderick
CEQA issues to be reviewed

There are six CEQA issues that Appellants request to be reviewed by the Board of Supervisors:

1. Height of the building: There is a legitimate dispute as to the height that the building was lifted. Appellant presented a survey by Ben Ron that showed that three consecutive surveys showed the building to be raised above 36" and to stand above 40" at its North elevation. The project sponsor disputes this with an opinion statement by its engineer that the building was raised 36" without releasing any data to substantiate the opinion. The current building height rises well above all the adjoining buildings and eliminates the staggered roof lines that followed the slope of the hill that characterizes this block of Broderick. a formal survey has not been conducted by any governmental agency to resolve the dispute.
2. Intrusion into the South side yard set back with an extension to provide a fireplace to one of the rooms. The alleys of the buildings on the West side of Broderick were built to provide wide passage for air, light and fully detached building structures. This was part of the city planning and building design for that block of Broderick between 1890 and 1915 during which time the adjoining structures were built.
3. The proposal to develop the roof and change the dormers is wrongly conceived because the entire roof line is clearly visible from the public walkways since the alleys between the buildings are eight feet wide.
4. The extension of the building into the back yard and the elimination of the back yard by an 8' x 10' gardening shed is contrary to the open spaces design of that square block of Broderick and the building design supported by the Cow Hollow Association guidelines.
5. The Dwelling Unit Merger request will alter the historic entry way of 2853 Broderick and it will turn the current entry portico to a separate unit into a staircase for up and down traffic from the proposed home to the garage.
Permit 201309066151 that was withdrawn temporarily by the project sponsor addressed the changes to the facade of the building due to the proposed Unit Merger.

6. The need to restore a second means of egress to the lower flat due to the installation of an elevator in the garage that eclipses the intended use of the garage for a second means of egress as provided for in permit No.201103252839.

Sincerely,

Irving Zaretsky
Appellant

From: 714515@gmail.com
Sent: Monday, November 24, 2014 2:15 PM
To: Carroll, John (BOS)
Subject: 2853 Broderick -- BOS Hearing November 25th--Appellant response to Dwelling Unit Merger application and appraisals
Attachments: Irving text letter.pdf; ATT00001.txt; 1b.pdf; ATT00002.txt; 1e.pdf; ATT00003.txt; 1c.pdf; ATT00004.txt; 1d.pdf; ATT00005.txt
Categories: 141083

**RECEIVED AFTER THE ELEVEN-DAY
DEADLINE, BY NOON, PURSUANT TO ADMIN.
CODE, SECTION 31.18(b)(5)**

(Note: Pursuant to California Government Code, Section 65009(b)(2), information received at, or prior to, the public hearing will be included as part of the official file.)

Dear Mr. Carroll:

Attached below is Appellant's response to 2853-2857 Broderick Dwelling Unit Merger application and Appraisals. Please distribute to the Board of Supervisors and others that need a copy.

Thank you,
Irving Zaretsky
Appellant's letter to Supervisor Farrell 11

Irving Zaretsky <iiz@pacbell.net>

November 23, 2014 4:39 PM

To: Mark Farrell <info@markfarrell.com>

Cc: Catherine Stefani <catherine.stefani@sfgov.org>, "Scott (CPC) Sanchez" <scott.sanchez@sfgov.org>, "Patrick.O'Riordan@sfgov.org" <Patrick.O'Riordan@sfgov.org>, "Daniel (DBI) Lowrey" <Daniel.L.Lowrey@SFGOV.ORG>, "Thomas (DBI) Fessler" <Thomas.Fessler@sfgov.org>, Tina Tam <Tina.Tam@sfgov.org>, "Shelley (CPC) Caltagirone" <Shelley.Caltagirone@sfgov.org>, Sarah Jones <sarah.b.jones@sfgov.org>, "paulmimai@yahoo.com" <paulmimai@yahoo.com>, "kbgoss@pacbell.net" <kbgoss@pacbell.net>, "michael@jaegermchugh.com" <michael@jaegermchugh.com>, "maitesai@yahoo.com" <maitesai@yahoo.com>, "annabrockway@yahoo.com" <annabrockway@yahoo.com>, "dorinetowle@me.com" <dorinetowle@me.com>, Vince Hoenigman <vince@citymark.com>, Kate Kardos <kdkmanagement@yahoo.com>, "cjones@forwardmgmt.com" <cjones@forwardmgmt.com>, "rwgoss@pacbell.net Goss" <rwgoss@pacbell.net>, Povlitz <rpovlitz@yahoo.com>, "timothy.arcuri@cowen.com" <timothy.arcuri@cowen.com>, "amanda@hoenigman.com" <amanda@hoenigman.com>, "wmore@aol.com" <wmore@aol.com>, "Will Morehead (" <letsbond@gmail.com>, nancy leavens nancy <nancyp.leavens@gmail.com>, "dod.fraser@gmail.com" <dod.fraser@gmail.com>, "ethurston@gmail.com" <ethurston@gmail.com>, "DXN2700@aol.com" <DXN2700@aol.com>, Geoff Wood <ggwood2@gmail.com>, Brooke Sampson <brookesampson@yahoo.com>, "elarkin@hill-co.com" <elarkin@hill-co.com>, "lbrooke@lmi.net (lbrooke@lmi.net)" <lbrooke@lmi.net>, "Cynthia2ndemail@gmail.com" <Cynthia2ndemail@gmail.com>, "Patriciavaughey@att.net Patricia" <Patriciavaughey@att.net>, "info@cowhollowassociation.org" <info@cowhollowassociation.org>, "IDick@fbm.com" <IDick@fbm.com>, "joy.lamug@sfgov.org" <joy.lamug@sfgov.org>, "john.carroll@sfgov.org" <john.carroll@sfgov.org>, "Angela.Calvillo@sfgov.org" <Angela.Calvillo@sfgov.org>
BOS HEARING NOV 25 --2853 BRODERICK DWELLING UNIT MERGER AND APPRAISALS

5 Attachments, 26.3 MB

Dear Supervisor Farrell:

Appellants response to 2853-57 Broderick: DWELLING UNIT MERGER AND APPRAISALS

Board of Supervisors Hearing November 25, 2014

Appellant objects to the approval of the Dwelling Unit Merger application submitted by the project sponsor of 2853-2857 Broderick street that is based on her appraisal packet.

Attached below is the permit application, and there are later versions as well, for the Unit

Merger. Attached below are also her two appraisal documents by Summit Real Estate and by Roger A. Ostrem.

Attached further is an appraisal conducted at the request of Appellant by Trisha Clark and Timothy Little.

It is argued by the project sponsor and her lawyer that the matter of the Dwelling Unit Merger is not within the jurisdiction of the Board of Supervisors, so it was argued at the at the Planning Commission, because the total value of this two flat rental building is over \$3,000,000 and each unit to be removed from the affordable housing stock of San Francisco is valued at over \$1,506,000. Consequently, they conclude, as did the Department of City Planning, that the matter is up to the discretion of the Zoning Administrator and not a proper subject matter for review by the Board of Supervisors.

The project sponsor further argues that the matter of the Dwelling Unit Merger is not a proper subject matter for a CEQA hearing and beyond its authorized scope.

Appellants disagree.

The appraisals submitted by the project sponsor attempt to value the building at 2853-57 Broderick as of December 2, 2013, two months prior to the suspension of all permits by the Zoning Administrator.

The first document by the Summit Real Estate Group, Inc. does not appear to be an appraisal at all. It is an office marketing valuation by a real estate agent, and signed as a real estate agent, to give a valuation of the proposed removal of a Dwelling unit. No explanation of methodology is presented because it is not a formal appraisal.

It is not credible because it attempts to establish value by using comparable sales of condominiums and stock cooperative units in size and condition and level of finishes much apart from the subject property without any adjustments. It is presented here purely for the purpose of inflating the value of the subject property so it can be taken out of review from the Board of Supervisors.

The second document is an appraisal by Roger Ostrem that suffers from similar defects. Mr. Ostrem uses for a comparable the added sale of two unit rental buildings and he splits the entire value of the building essentially in half and gives each unit a projected speculative value.

Neither of this methodology is correct and neither follows the requirements for the establishment of value for the removal of a dwelling unit.

The appropriate and accepted method of evaluation is to bring comparable of TIC (Tenancy in Common) units that have actually been sold and to compare and contrast them along certain parameters with the subject property and thereby provide a value for each unit based on actual realized sales of TIC's. The subject property is neither a condominium project nor a stock cooperative legal entity. It has always been a rental two unit building, owner occupied in one unit, and a second rental unit that has always been rented at affordable rents to single tenants, couples and roommates (up to March 2010, before the fire, 2853 Broderick rented for about \$3000 per month allowing two roommates to share the flat at \$1500 per month each, which is less than what each would have to pay to rent an individual studio apartment).

Appellant, in contrast, presents a valid appraisal showing the sale of TIC units as comparables. They do show the value of each unit to be less than those offered by the project sponsor.

However, both the project sponsor's appraisal and Appellant's appraisal suffer from the same challenge:

2853-2857 Broderick is a hollowed out shell, in raw state, and requires enormous amount of improvement to get it into the most minimal livable state and to bring it up to even the state it was in on March 10, 2010 when the fire occurred.

In order to have an accurate appraisal, we must know the contractor assessment of the cost for reconstruction, even to a lowest minimum level. Both the project sponsor and Appellant relied on the stated amount of \$320,000 given in Permit no. 201108031630. That amount was provided on August 3, 2011 (three and a half years ago) by Mrs. Conrad and it was based on the amount of her insurance proceeds that she thought she would get, and on a reconstruction plan that was very modest and depended on a very limited demolition of the structure's interiors, a much reduced demo than the over demolition that occurred and that forced her to sell her property.

Since the current project sponsor took over the property, she never submitted, in any permit application, the valuation of her actual construction, but has relied deceptively on the \$320,000 cost estimate of Mrs. Conrad in August of 2011.

For a proper appraisal of the value of the units for the purposes of unit removal, both her appraisers and ours have to be given an accurate cost basis of construction. That would lower the values claimed by both her appraisers and ours. Accurate construction costs have to be fed in to the comparison

of comparables TIC sales in order to get an accurate valuation for the removal of a dwelling unit.

APPELLANT'S APPRAISERS PROVIDE THESE CAVEATS IN THEIR ADDENDUM AND HONESTLY ADDRESS THE LACK OF SUFFICIENT INFORMATION TO COME UP WITH A CORRECT ACTUAL VALUATION OF EACH UNIT DESTINED FOR UNIT REMOVAL. WHEN COMPARED WITH THE COMPARABLES, the subject property cost of lifting the building, excavating the garage, and providing the structure with basic services and minimal living standards would require many multiples of \$320,000.

Similarly, the price paid by the project sponsor for the structure in May 2012 of \$1,800,000 could not have ever doubled in the year and a half leading to December 2, 2013 (the effective date of the appraisal) even if only \$320,000 in construction cost were put in. The project sponsor can argue that she bought the structure in an off market sale and did not pay to the seller fair market value, but that would get into a conversation of ill gotten gains which is an issue not before this appeal.

The Dwelling Unit Merger Application is also misleading in that the project sponsor claims that no additional construction is to be undertaken for the sake of the merger. This is precisely the point that the Appellants are making that the basic structural construction for the merger has already occurred under the wrongfully issued permits and that the Unit Merger application should have been presented to a 311 notification prior to the construction having been accomplished that would allow her to argue that no further construction is necessary for the merger itself.

Appellants argue that 2853-57 Broderick is an Historic Resource and as such the merger of there two units to turn it into a home is within the jurisdiction of the Board of Supervisors for approval.

BACK STORY:

There is a back story to the appraisals and valuation and it is the property located at 2821 Broderick, a two unit rental building sold in May 2012 for \$3,560,000 and located a few houses to the south of the subject property and on the same block..

That sale occurred at about the same time that the project sponsor bought the subject property, 2853 Broderick, for \$1,800,000. 2821 Broderick consists of two units built in 1909 with a total sq. footage for lot and house of 9,567; the lot is 4047 sq.ft and the house is 4,520 sq. ft. This property is much larger, with grand views, a pre-existing garage, and in much better move in condition than the subject property. The buyer proceeded to reconstruct the property as a two unit building but usable as a home. The developer

originally claimed to the neighborhood that he was building the structure for his own use, and once the remodel was finished it was sold, a few months ago, for \$11,100,000.

This is the building that is the role model for the project sponsor and for the Summit Group valuation and for Roger Ostrem's appraisal. When I was asked to meet with the project sponsor on March 6, 2013 her claim was that she no longer wants a two unit building but rather a home. She claimed that that was the real value of the property for development. Since that time, all her machinations with the permits and the valuations and the change of plans have to do with expanding, in all directions, this modest 1890 structure, the oldest building in our neighborhood, and to turn it into a mansion to yield an enormous flow of cash when it is sold. To accomplish this, the project sponsor, has to rid the structure of its 125 year old history and maximize every inch of available space, including building on the whole lot.

Her trampling on the permit Rules, the deception, the machinations with the plans, the constant changes of plans, the putting in permit applications and withdrawing them tactically and strategically, all have to do with profits at the end of the rainbow.

The appellants and neighbors who are appealing this project are all business oriented people. No one begrudges his neighbor a profit. All the neighbors believe that everyone has a right to remodel a home, to improve their environment, to add living amenities to their living space. No one is ideologically rooted in opposing building remodel and development. But we are opposed is violating the Rules, lying to your neighbors, deception in the conduct of construction and permitting, abusing your neighbors for the sake of a profit, and disrespecting the history and environment in which the development occurs. We don't condone breaking the Rules to justify the ends.

We do not subscribe to the notion of the project sponsor that "the last person to buy into a neighborhood is first in rights". These historic homes have been maintained by the neighbors for decades and everyone has placed boundaries on their development activities and homes remodel. The project sponsor wants to eliminate all boundaries and break out the envelope of responsible and accountable home improvement to the detriment of all her neighbors and to the neighborhood's environment and historic character.

As the saying goes in all cases of wrong doing and coverup: FOLLOW THE MONEY.

It is respectfully requested that the Board of Supervisors review this application for Dwelling Unit Merger.

Sincerely,

Irving Zaretsky
Appellant

Dwelling Unit Merger Application



2853 Brod... 9/13/14 MB

Project sponsor appraisals: Summit Group



2853 Brod... 11/16 MB

Roger Ostrem appraisal



2853 Brod... 11/18 MB

Appellants appraisal by Trisha Clark and Timothy Little: 2853 Broderick



2853 Brod... 11/17 MB

2857 Broderick appraisal



2857 Brod... 11/19 MB

WALKUP CLARK & ASSOCIATES
QUALITY REAL ESTATE APPRAISALS

RES
File No. 14K007CTL

APPRAISAL OF

A RESIDENTIAL UNIT HELD IN TENANCY COMMON OWNERSHIP

LOCATED AT:

2857 BRODERICK STREET,
SAN FRANCISCO, CA 94123

CLIENT:

IRVING ZARETSKY
2046-2047 BRODERICK STREET
SAN FRANCISCO, CA 94123

AS OF:

December 2, 2013

BY:

TIMOTHY A LITTLE

WALKUP CLARK & ASSOCIATES
Individual Condominium Unit Appraisal Report

RES
 File No. 14K007CTL

The purpose of this appraisal report is to provide the client with a credible opinion of the defined value of the subject property, given the intended use of the appraisal.

PURPOSE
 Client Name **IRVING ZARETSKY** E-mail **714616@GMAIL.COM**
 Client Address **2845-2847 BRODERICK STREET** City **SAN FRANCISCO** State **CA** Zip **94117**
 Additional Intended User(s) **IRVING ZARETSKY'S DELEGATED ASSOCIATES.**

Intended Use **ASSET EVALUATION OF HYPOTHETICAL TIC UNIT DIVISION.**

SUBJECT
 Property Address **2857 BRODERICK STREET** City **SAN FRANCISCO** State **CA** Zip **94123**
 Owner of Public Record **WHITEHEAD, PAMELA J FAMILY TRUST** County **SAN FRANCISCO**
 Legal Description **LOT 2, BLOCK 0947 (SEE PRELIMINARY TITLE REPORT FOR A FULL LEGAL DESCRIPTION) #2857**
 Assessor's Parcel # **0947 - 002 (UNIT#2857)** Tax Year **2013** R.E. Taxes \$ **PROP 13**
 Neighborhood Name **COW HOLLOW** Map Reference **647/F4** Census Tract **0128.00**
 Property Rights Appraised Fee Simple Leasehold Other (describe) **FEE SIMPLE W/PARTIAL INTEREST AS TENANCY IN COMMON**

SALES HISTORY
 My research did did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.
 Prior Sale/Transfer: Date _____ Price _____ Source(s) **MLS/NDCDATA**
 Analysis of prior sale or transfer history of the subject property (and comparable sales, if applicable) **THE SUBJECT UNIT LAST SOLD AS A WHOLE FOR \$1,800,000 ON 06/30/2012 (DOC#0J42200809). NO OTHER SALES FOR THE SUBJECT UNIT WERE NOTED IN THE PAST 36 MONTHS. NO ADDITIONAL PRIOR TRANSFERS WERE NOTED FOR THE COMPARABLE SALES WITHIN THE PAST 12 MONTHS.**

Offerings, options and contracts as of the effective date of the appraisal _____

Neighborhood Characteristics				Condominium Unit Housing Trends				Condominium Housing		Present Land Use %	
Location	<input checked="" type="checkbox"/> Urban	<input type="checkbox"/> Suburban	<input type="checkbox"/> Rural	Property Values	<input checked="" type="checkbox"/> Increasing	<input type="checkbox"/> Stable	<input type="checkbox"/> Declining	PRICE	AGE	One-Unit	40 %
Build-Up	<input checked="" type="checkbox"/> Over 75%	<input type="checkbox"/> 25-75%	<input type="checkbox"/> Under 25%	Demand/Supply	<input checked="" type="checkbox"/> Shortage	<input type="checkbox"/> In Balance	<input type="checkbox"/> Over Supply	\$1000 (yrs)	2-4 Unit	25 %	
Growth	<input checked="" type="checkbox"/> Rapid	<input checked="" type="checkbox"/> Stable	<input type="checkbox"/> Slow	Marketing Time	<input checked="" type="checkbox"/> Under 3 mths	<input type="checkbox"/> 3-6 mths	<input type="checkbox"/> Over 6 mths	220 Low	0	Multifamily	20 %
Neighborhood Boundaries	LOMBARD TO THE NORTH, GREEN TO THE SOUTH, LYON TO THE WEST, AND VAN NESS TO THE EAST.						1,900 High	110	Commercial	12 %	
Neighborhood Description	SEE ATTACHED ADDENDUM.						750 Pred.	80	Other	3 %	

Market Conditions (including support for the above conclusions) **SEE ATTACHED ADDENDUM.**

PROJECT SITE
 Topography **SLOPED** Size **2757 SF** Density **2 UNITS** View **NONE**
 Specific Zoning Classification **RH2** Zoning Description **RESIDENTIAL; TWO FAMILY DWELLING**
 Zoning Compliance Legal No Zoning Illegal (describe) _____
 Is the highest and best use of the subject property as improved (or as proposed per plans and specifications) the present use? Yes No If No, describe: _____

Utilities: Public Other (describe) _____
 Electricity Gas Water Sewer Off-site Improvements—Type: Street **ASPHALT** Private
 Alley **NONE**

Site Comments **THE SUBJECT IS A TYPICAL INTERIOR SITE ON A RESIDENTIAL STREET WITH LIGHT LEVELS OF TRAFFIC. THE SITE TOPOGRAPHY IS SLIGHTLY SLOPED. NO APPARENT ENCROACHMENTS, EASEMENTS OR ADVERSE SITE FACTORS NOTED.**

PROJECT INFORMATION
 Data source(s) for project information **MLS, REAL ESTATE AGENT**
 Project Description Detached Row or Townhouse Garden Mid-Rise High-Rise Other (describe) **LOW RISE**
 General Description: # of Stories **3** Effective Age **10 YRS** Exterior Walls **WD,SD/AVG+** Ratio (spaces/units) **1/1** # of Units **2**
 # of Elevators **0** Existing Proposed Roof Surface **TAR & GRVL** Type **GARAGE** # of Units Completed **2**
 Year Built **1900** Under Construction Total # Parking **2** Guest Parking **NONE** # of Units Rented **0**
 Describe the condition of the project and quality of construction. **SEE ATTACHED ADDENDUM**

Describe the common elements and recreational facilities. **GARAGE & REAR YARD**

GENERAL DESCRIPTION	INTERIOR	AMENITIES	APPLIANCES	CAR STORAGE
Floor # 3RD/4TH/TOP	Floors HDWD/AVG+	Fireplaces(s) # 0	<input checked="" type="checkbox"/> Refrigerator	None
# of Levels 2	Walls SHTRK/AVG+	Woodstove(s) # 0	<input checked="" type="checkbox"/> Range/Oven	<input checked="" type="checkbox"/> Garage <input type="checkbox"/> Covered <input type="checkbox"/> Open
Heating Type FAU Fuel GAS	Floor Finish WD/PNTD/AVG+	Deck/Patio 0	<input checked="" type="checkbox"/> Dish <input checked="" type="checkbox"/> Microwave	# of Cars 1
<input type="checkbox"/> Central AC <input type="checkbox"/> Individual AC	Bath Wainscot TILE/AVG+	Porch/Balcony 0	<input checked="" type="checkbox"/> Dishwasher	<input type="checkbox"/> Assigned <input type="checkbox"/> Owned
<input checked="" type="checkbox"/> Other (describe) NONE	Doors HOLLOW CORE/AVG+	Other 0	<input checked="" type="checkbox"/> Wash/Dryer	Parking Space #

Finish area above grade contains: **7 Rooms 4 Bedrooms 3.0 Bath(s) 2,245 Square Feet of Gross Living Area Above Grade**
 Comments on the improvements: **THE SUBJECT UNIT IS THE 3RD/4TH/TOP FLOOR UNIT THAT IS TO BE FINISHED TO AN AVERAGE STANDARD CONTAINING 3 BEDROOMS, AND 2 BATHROOMS ON THE 4TH TOP FLOOR. THE 3RD MAIN LIVING FLOOR CONTAINS A DINING ROOM, BEDROOM, KITCHEN, LIVING ROOM AND 1 BATHROOM. THE UPPER FLOOR HAS VIEWS OF THE CITY AREA.**

THE UNIT WILL BE ELIGIBLE FOR STREAMLINED CONDOMINIUM CONVERSION AS A 2-UNIT BUILDING. THIS IS OF BENEFICIAL STATUS WITH REGARD TO TIC PROPERTY VALUE, BUT IS STILL CONSIDERED INFERIOR TO CONDOMINIUMS UNTIL THE SUBJECT IS OFFICIALLY CONVERTED TO CONDOMINIUM OWNERSHIP BY THE CITY.



WALKUP CLARK & ASSOCIATES
Individual Condominium Unit Appraisal Report

RES
File No. 14K007CTL

FEATURE	SUBJECT	COMPARABLE SALE NO. 1		COMPARABLE SALE NO. 2		COMPARABLE SALE NO. 3	
Address and Unit #	2857 BRODERICK STREET SAN FRANCISCO	333 SPRUCE STREET SAN FRANCISCO		3226 OCTAVIA STREET SAN FRANCISCO		3132 SCOTT STREET SAN FRANCISCO	
Project Name and Phase 1	2853-2857 BRODERICK ST Phase 1	331-335 SPRUCE STREET 1		3224-3226 OCTAVIA STREET 1		3132 SCOTT STREET 1	
Proximity to Subject		0.82 MILES SW		0.86 MILES NE		0.23 MILES NE	
Sale Price	\$	\$	\$ 1,708,000	\$	\$ 1,695,000	\$	\$ 1,600,000
Sale Price/Gross Liv. Area	\$ 0.00 sq. ft.	\$ 923.74 sq. ft.		\$ 1059.38 sq. ft.		\$ 677.97 sq. ft.	
Data Source(s)		SFMLS#410799 DOM:73		SFMLS#414595 DOM:14		SFMLS#416224 DOM:23	
Verification Source(s)		NDC/DOC#0J76500639		NDC/DOC#0J82200332		NDC/DOC#0J85500349	
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	(1) \$ Adjustment	DESCRIPTION	(1) \$ Adjustment	DESCRIPTION	(1) \$ Adjustment
Size of Financing Concessions		ARMLTH CONV;0		ARMLTH CONV;0		ARMLTH CONV;0	
Date of Sale/Time		10/02/2013 COE		01/08/2014 COE		03/24/2014 COE	
Location	GOOD	GOOD		GOOD		GOOD/NOISE	80,000
Leasehold/Fee Simple	FEE SIMPLE	FEE SIMPLE		FEE SIMPLE		FEE SIMPLE	
HOA Mo. Assessment	\$0	\$350		\$267		\$451	
Common Elements and Rec. Facilities	NONE YARD	NONE YARD		NONE 5,000		ROOF DECK YARD	-20,000
Floor Location	3RD/4TH/TOP	2ND/MID	10,000	1ST/2ND/MID	10,000	1ST/2ND/MID	10,000
View	PRT.CITY/AREA	PRT.CITY/AREA		NONE 42,375		NONE	40,000
Design (Style)	TRADITIONAL	TRADITIONAL		TRADITIONAL		TRADITIONAL	
Quality of Construction	AVERAGE+	GOOD	-85,400	GOOD	-84,750	GOOD	-80,000
Actual Age	1900	1905		1923		1912	
Condition	AVERAGE	GOOD	-85,400	GOOD	-84,750	GOOD	-80,000
Above Grade Room Count	Total Baths 7 4 3	Total Baths 6 3 2.5	7,500	Total Baths 6 3 2	15,000	Total Baths 7 3 2.5	-7,500
Gross Living Area 175	2,245 sq. ft.	1,849 sq. ft.	69,300	1,600 sq. ft.	112,800	2,360 sq. ft.	-20,200
Basement & Finished Rooms Below Grade	NONE STORAGE	NONE STORAGE		NONE STORAGE		NONE STORAGE	
Functional Utility	AVERAGE/TIC	AVERAGE/TIC		AVERAGE/TIC		AVERAGE/TIC	
Heating/Cooling	FAU/NONE	FAU/NONE		FAU/NONE		FAU/NONE	
Energy Efficient Items	STANDARD	STANDARD		STANDARD		STANDARD	
Garage/Carport	1 CAR GARAGE	1 CAR GARAGE		1 CAR GARAGE		2 CAR GARAGE	-40,000
Porch/Patio/Deck	DECK	DECK		L YARD	-5,000	NONE	10,000
KITCHEN/BATH	REMOD/AVG+	REMDLD/GOOD	-40,000	REMOD/GOOD	-40,000	REMOD/GOOD	-40,000
DENSITY/OC/PNT	2 UNIT/OWNER	3 UNIT/OWNER	85,400	2 UNIT/OWNER		5 UNIT/OWNER	80,000
Net Adjustment (Total)			\$ 38,600		\$ 29,325		\$ 67,700
Adjusted Sale Price of Comparables		Net Adj. -2.3%	Gross Adj. 22.4%	Net Adj. -1.7%	Gross Adj. 23.6%	Net Adj. -4.2%	Gross Adj. 31.7%
		\$ 1,669,400		\$ 1,665,675		\$ 1,532,300	
Summary of Sales Comparison Approach THE COMPARABLE SALES ARE THE MOST RECENT AND APPROPRIATE SALES AVAILABLE FROM CONVENTIONAL MARKET DATA SOURCES. THE DATA SOURCES CONSULTED WERE OFFICE FILES, THE MULTIPLE LISTING SERVICE, LOCAL REAL ESTATE AGENTS, NDC/DATA AND EXTERIOR INSPECTION. THE GROSS LIVING AREA IS ADJUSTED AT \$175 PER SQUARE FOOT AND ROUNDED TO THE NEAREST HUNDRED, FOR DIFFERENCES OVER 100 SQUARE FEET. LOCATION, APPEAL AND CONDITION ADJUSTMENTS ARE MADE AS A PERCENTAGE OF RESPECTIVE SALES PRICE. DIFFERENCES IN ROOM COUNT ARE INCLUDED IN GROSS LIVING AREA ADJUSTMENTS. FULL BATHROOMS ARE ADJUSTED AT \$15,000 AND HALF BATHS ARE ADJUSTED AT \$7,500. ALL OTHER ADJUSTMENTS ARE MADE ON A LUMP SUM BASIS.							
A FOCUS WAS PLACED ON FINDING COMPARABLE TIC UNITS TO COMPARE TO THE SUBJECT AS OPPOSED TO SPLITTING THE VALUE OF A 2-UNIT APARTMENT BUILDING OR USING CONDOMINIUM COMPARABLES. THIS IS CONSIDERED TO BE CRUCIAL IN ACCURATELY REPRESENTING THE SUBJECT'S VALUE AND IS CONSIDERED HIGHEST AND BEST USE OF THE SUBJECT BUILDING.							
SEE ATTACHED ADDENDUM FOR ADDITIONAL COMMENTS.							
Indicated Value by Sales Comparison Approach \$ 1,620,000							
INCOME APPROACH TO VALUE							
Estimated Monthly Market Rent \$	N/A X Gross Rent Multiplier		N/A = \$		N/A Indicated Value by Income Approach		
Summary of Income Approach (including support for market rent and GRM) THE INCOME APPROACH IS NOT USED AS SIMILAR PROPERTIES IN THE AREA ARE PRIMARILY OWNER OCCUPIED AND NOT UTILIZED FOR INCOME PRODUCTION. A CREDIBLE RESULT CAN BE OBTAINED WITHOUT THE USE OF THIS APPROACH TO VALUE.							
Indicated Value by: Sales Comparison Approach \$ 1,620,000 Income Approach (if developed) \$ N/A							
THE SALES COMPARISON APPROACH IS THE MOST RELIABLE MARKET VALUE INDICATOR AS IT BEST REFLECTS BUYER AND SELLER ACTIONS. THE COST APPROACH IS NOT APPLICABLE FOR COMMON INTEREST OWNERSHIP DUE TO THE DIFFICULTY IN VALUING INDIVISIBLE INTERESTS. THE INCOME APPROACH IS NOT USED AS SIMILAR PROPERTIES IN THE AREA ARE PRIMARILY OWNER OCCUPIED AND NOT UTILIZED FOR INCOME PRODUCTION.							
This appraisal is made <input type="checkbox"/> as is; <input type="checkbox"/> subject to completion per plans and specifications on the basis of a hypothetical condition that the improvements have been completed, <input type="checkbox"/> subject to the following repairs or alterations on the basis of a hypothetical condition that the repairs or alterations have been completed <input checked="" type="checkbox"/> subject to the following: SEE ATTACHED ADDENDUM							
Based on the scope of work, assumptions, limiting conditions and appraiser's certification, my (our) opinion of the defined value of the real property that is the subject of this report is \$ 1,620,000 as of 12/02/2013, which is the effective date of this appraisal.							



WALKUP CLARK & ASSOCIATES
Individual Condominium Unit Appraisal Report

RES
File No. 14K007CTL

FEATURE	SUBJECT	COMPARABLE SALE NO. 4		COMPARABLE SALE NO. 5		COMPARABLE SALE NO. 6	
Address	2857 BRODERICK STREET SAN FRANCISCO	3128 WASHINGTON STREET SAN FRANCISCO		436 LAUREL STREET SAN FRANCISCO			
Unit #	-	-		A			
Project Name and Phase 1	2853-2857 BRODERICK ST	3124 -3134 WASHINGTON ST		432-436A LAUREL STREET			
Proximity to Subject		0.44 MILES SW		0.74 MILES SW			
Sale Price	\$	\$ 1,270,000		\$ 1,349,000		\$	
Sale Price/Gross Liv. Area	\$ 0.00 sq. ft.	\$ 1,016.00 sq. ft.		\$ 1,228.36 sq. ft.		\$ sq. ft.	
Data Source(s)		SFMLS #407446 DOM:151		SFMLS#410719 DOM:27			
Verification Source(s)		NDC/DOC#0J78600444		NDC/DOC#0J73100421			
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	(+) \$ Adjustment	DESCRIPTION	(+) \$ Adjustment	DESCRIPTION	(-) \$ Adjustment
Sale or Financing Concessions		ARMLTH CONV:0		ARMLTH CONV:0			
Date of Sale/Type		10/04/2013 COE		08/16/2013 COE			
Location	GOOD	GOOD		GOOD			
Leasehold/Free Simple	FEE SIMPLE	FEE SIMPLE		FEE SIMPLE			
HOA Mo. Assessment	\$0	\$376		\$250.00			
Common Elements and Rec. Facilities	NONE YARD	NONE NONE	5,000	NONE YARD			
Floor Location	3RD/4TH/TOP	2ND/3RD/TOP		1ST/2ND/MID	10,000		
View	PRT.CITY/AREA	NONE		NONE	33,725		
Design (Style)	TRADITIONAL	TRADITIONAL		TRADITIONAL			
Quality of Construction	AVERAGE+	AVERAGE+		GOOD	-67,450		
Actual Age	1900	1900		1900			
Condition	AVERAGE	AVERAGE		GOOD	-67,450		
Above Grade	Total Bkms Bkbs	Total Bkms Bkbs		Total Bkms Bkbs		Total Bkms Bkbs	
Room Count	7 4 3	6 3 2.0	15,000	7 3 3			
Gross Living Area 175	2,245 sq. ft.	1,250 sq. ft.	174,100	1,100 sq. ft.	200,300	sq. ft.	
Basement & Finished Rooms Below Grade	NONE STORAGE	NONE STORAGE		NONE STORAGE			
Functional Utility	AVERAGE/TIC	AVERAGE/TIC		AVERAGE/TIC			
Heating/Cooling	FAU/NONE	FAU/NONE		FAU/NONE			
Energy Efficient Items	STANDARD	NONE		NONE NOTED			
Garage/Carport	1 CAR GARAGE	1 CAR OFF ST	10,000	1 CAR GARAGE			
Porch/Patio/Deck	DECK	DECK		NONE	10,000		
KITCHEN/BATH	REMOD/AVG+	REMOD/GOOD	-40,000	REMOD/GOOD	-40,000		
DENSITY/OC/PNT	2 UNIT/OWNER	6 UNIT/TENANT	127,000	4 UNIT/OWNER	67,450		
Net Adjustment (Total)		X +	\$ 291,100	X +	\$ 146,575	X +	\$ 0
Adjusted Sale Price of Comparables		Net Adj. 22.9%		Net Adj. 10.9%		Net Adj. 0.0%	
		Gross Adj. 29.2%	\$ 1,561,100	Gross Adj. 36.8%	\$ 1,496,575	Gross Adj. 0.0%	\$ 0
Summary of Sales Comparison Approach SEE ATTACHED ADDENDUM.							



Scope of Work, Assumptions and Limiting Conditions

Scope of work is defined in the Uniform Standards of Professional Appraisal Practice as "the type and extent of research and analyses in an assignment." In short, scope of work is simply what the appraiser did and did not do during the course of the assignment. It includes, but is not limited to: the extent to which the property is identified and inspected, the type and extent of data researched, the type and extent of analyses applied to arrive at opinions or conclusions.

The scope of this appraisal and ensuing discussion in this report are specific to the needs of the client, other identified intended users and to the intended use of the report. This report was prepared for the sole and exclusive use of the client and other identified intended users for the identified intended use and its use by any other parties is prohibited. The appraiser is not responsible for unauthorized use of the report.

The appraiser's certification appearing in this appraisal report is subject to the following conditions and to such other specific conditions as are set forth by the appraiser in the report. All extraordinary assumptions and hypothetical conditions are stated in the report and might have affected the assignment results.

1. The appraiser assumes no responsibility for matters of a legal nature affecting the property appraised or title thereto, nor does the appraiser render any opinion as to the title, which is assumed to be good and marketable. The property is appraised as though under responsible ownership.

2. Any sketch in this report may show approximate dimensions and is included only to assist the reader in visualizing the property. The appraiser has made no survey of the property.

3. The appraiser is not required to give testimony or appear in court because of having made the appraisal with reference to the property in question, unless arrangements have been previously made thereto.

4. Neither all, nor any part of the content of this report, copy or other media thereof (including conclusions as to the property value, the identity of the appraiser, professional designations, or the firm with which the appraiser is connected), shall be used for any purposes by anyone but the client and other intended users as identified in this report, nor shall it be conveyed by anyone to the public through advertising, public relations, news, sales, or other media, without the written consent of the appraiser.

5. The appraiser will not disclose the contents of this appraisal report unless required by applicable law or as specified in the Uniform Standards of Professional Appraisal Practice.

6. Information, estimates, and opinions furnished to the appraiser, and contained in the report, were obtained from sources considered reliable and believed to be true and correct. However, no responsibility for accuracy of such items furnished to the appraiser is assumed by the appraiser.

7. The appraiser assumes that there are no hidden or unapparent conditions of the property, subsoil, or structures, which would render it more or less valuable. The appraiser assumes no responsibility for such conditions, or for engineering or testing, which might be required to discover such factors. This appraisal is not an environmental assessment of the property and should not be considered as such.

8. The appraiser specializes in the valuation of real property and is not a home inspector, building contractor, structural engineer, or similar expert, unless otherwise noted. The appraiser did not conduct the intensive type of field observations of the kind intended to seek and discover property defects. The viewing of the property and any improvements is for purposes of developing an opinion of the defined value of the property, given the intended use of this assignment. Statements regarding condition are based on surface observations only. The appraiser claims no special expertise regarding issues including, but not limited to: foundation settlement, basement moisture problems, wood destroying (or other) insects, pest infestation, radon gas, lead based paint, mold or environmental issues. Unless otherwise indicated, mechanical systems were not activated or tested.

This appraisal report should not be used to disclose the condition of the property as it relates to the presence/absence of defects. The client is invited and encouraged to employ qualified experts to inspect and address areas of concern. If negative conditions are discovered, the opinion of value may be affected.

Unless otherwise noted, the appraiser assumes the components that constitute the subject property improvement(s) are fundamentally sound and in working order.

Any viewing of the property by the appraiser was limited to readily observable areas. Unless otherwise noted, attics and crawl space areas were not accessed. The appraiser did not move furniture, floor coverings or other items that may restrict the viewing of the property.

9. Appraisals involving hypothetical conditions related to completion of new construction, repairs or alteration are based on the assumption that such completion, alteration or repairs will be competently performed.

10. Unless the intended use of this appraisal specifically includes issues of property insurance coverage, this appraisal should not be used for such purposes. Reproduction or Replacement cost figures used in the cost approach are for valuation purposes only, given the intended use of the assignment. The Definition of Value used in this assignment is unlikely to be consistent with the definition of Insurable Value for property insurance coverage/use.

11. The ACI General Purpose Appraisal Report (GPAR™) is not intended for use in transactions that require a Fannie Mae 1073/Freddie Mac 465 form, also known as the Individual Condominium Unit Appraisal Report (Condo).

Additional Comments Related To Scope Of Work, Assumptions and Limiting Conditions

Appraiser's Certification

The appraiser(s) certifies that, to the best of the appraiser's knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are the appraiser's personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. Unless otherwise stated, the appraiser has no present or prospective interest in the property that is the subject of this report and has no personal interest with respect to the parties involved.
4. The appraiser has no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
5. The appraiser's engagement in this assignment was not contingent upon developing or reporting predetermined results.
6. The appraiser's compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
7. The appraiser's analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
8. Unless otherwise noted, the appraiser has made a personal inspection of the property that is the subject of this report.
9. Unless noted below, no one provided significant real property appraisal assistance to the appraiser signing this certification. Significant real property appraisal assistance provided by:
10. I have performed NO other services, regarding the property that is the subject of the work under review within the three-year period immediately preceding acceptance of this assignment.

Additional Certifications:

Definition of Value: Market Value Other Value: _____


Source of Definition: USPAP 2012-2013

A type of value, stated as an opinion, that presumes the transfer of a property (i.e., a right of ownership or a bundle of such rights), as of a certain date, under specific conditions set forth in the definition of the term identified by the appraiser as applicable in an appraisal.

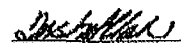
ADDRESS OF THE PROPERTY APPRAISED:

2857 BRODERICK STREET
SAN FRANCISCO, CA 94123
EFFECTIVE DATE OF THE APPRAISAL: 12/02/2013
APPRAISED VALUE OF THE SUBJECT PROPERTY \$ 1,620,000

APPRAISER

Signature: 
Name: TIMOTHY A LITTLE
State Certification # AR044897
or License # _____
or Other (describe): _____ State #: CA
State: CA
Expiration Date of Certification or License: 10/19/2016
Date of Signature and Report: 11/17/2014
Date of Property Viewing: 11/12/2014
Degree of property viewing:
 Interior and Exterior Exterior Only Did not personally view

SUPERVISORY APPRAISER

Signature: 
Name: TRISHA L. CLARK
State Certification # AG028651
or License # _____
State: CA
Expiration Date of Certification or License: 01/29/2016
Date of Signature: 11/17/2014
Date of Property Viewing: _____
Degree of property viewing:
 Interior and Exterior Exterior Only Did not personally view



ADDENDUM

Client: IRVING ZARETSKY	File No.: 14K007CTL
Property Address: 2857 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123

NOTE THAT THE APPRAISER WAS NOT PROVIDED WITH A LICENSE CONTRACTOR'S ESTIMATE OF THE CONSTRUCTION NEEDED TO BRING THE SUBJECT UP TO THE HABITABLE AND REFURBISHED CONDITION THAT IS BEING CONSIDERED IN THIS APPRAISAL. THE APPRAISER WAS NOT ABLE TO VIEW THE INTERIOR OF THE PROPERTY AT ANY TIME. SHOULD THE ACTUAL CONDITION AND CONSTRUCTION COST BE DIFFERENT THAT WHAT IS ASSUMED TYPICAL AND THUS USED IN THIS ANALYSIS; THEN THE APPRAISER WOULD NEED TO BE REHIRED TO DETERMINE ANY EFFECT ON THE VALUE CONCLUSIONS.

SCOPE OF WORK

THE FOLLOWING IS A DESCRIPTION OF THE WORK UNDERTAKEN IN THE COURSE OF COMPLETING THIS APPRAISAL:

STATE THE PROBLEM: AN APPRAISAL ASSIGNMENT WAS NEGOTIATED BETWEEN THE APPRAISER(S) AND THE CLIENT. THE ASSIGNMENT REQUIRED AGREEMENT BETWEEN THE PARTIES ON THE PURPOSE OF THE APPRAISAL, THE TYPE OF APPRAISAL AND THE TYPE OF REPORT THAT WOULD BE ADEQUATE FOR THE PURPOSE AS UNDERSTOOD BY THE APPRAISER(S), THE APPRAISER(S) COMPENSATION FOR COMPLETING THE ASSIGNMENT, AND THE PROJECTED DELIVERY DATE, AND DELIVERY PLACE FOR THE APPRAISAL REPORT. THE PURPOSE IS TO ESTIMATE MARKET VALUE OF THE FEE SIMPLE INTEREST OF THE SUBJECT DESCRIBED IN THIS REPORT FOR REAL ESTATE PLANNING DECISIONS ONLY. THIS APPRAISAL HAS BEEN COMPLETED AT THE REQUEST OF THE CLIENT AND IS INTENDED FOR THEIR SOLE USE. THIS IS A SUMMARY APPRAISAL REPORT, WITH ADDITIONAL INFORMATION IN THE APPRAISERS' FILE. THIS APPRAISAL REPORT HAS BEEN COMPLETED WITHIN USPAP GUIDELINES.

CONSIDER THE DATA NEEDED: A VARIETY OF DATA WAS NEEDED TO UNDERTAKE THE ASSIGNMENT INCLUDING GENERAL DATA ABOUT THE NATION, THE REGION, THE GOVERNING AUTHORITY AND THE MARKET AREA, AS WELL AS DATA ABOUT THE SUBJECT SITE AND IMPROVEMENTS. DATA RELEVANT TO EACH APPROACH TO VALUE WAS DEVELOPED FOR COSTS, SALES, INCOME, AND EXPENSES. DATA UTILIZED IN THIS REPORT WAS ASSEMBLED USING THE FOLLOWING SOURCES; PUBLIC RECORD, RECORDS MAINTAINED BY AND INTERVIEWS GRANTED BY MARKET PARTICIPANTS, RECORDS OF LOCAL BOARDS OF REALTY AND MULTIPLE LISTING SERVICES, DATA SITES MAINTAINED BY CITY, COUNTY, REGIONAL, AND STATE GOVERNMENT, DATA SITES MAINTAINED BY SERVICE AND BUSINESS GROUPS SEARCHED AT THIS TIME AND PREVIOUSLY. RESULTS WERE BOTH SELECTED AND EDITED AGAINST A STANDARD OF PROVIDING AN ADEQUATE LEVEL OF REPORTING TO SUPPORT THE ANALYSIS AND CONCLUSIONS DEVELOPED, WITH AN EYE ON THE AGREEMENTS MADE WITH THE CLIENT AND OUR RESPONSIBILITIES UNDER USPAP.

INSPECT THE PROPERTIES: THE APPRAISER CONDUCTED AN INSPECTION OF THE EXTERIOR OF THE SUBJECT PROPERTY ONLY, AND AN INSPECTION OF THE EXTERIOR OF THE COMPARABLE PROPERTIES. THE APPRAISER HAS PROVIDED A SKETCH IN THIS APPRAISAL REPORT TO SHOW THE APPROXIMATE DIMENSIONS OF THE SUBJECT IMPROVEMENTS WHICH WERE ESTABLISHED FROM UTILIZING CONSTRUCTION PLANS AND A PRIOR APPRAISAL REPORT BOTH OF WHICH WERE PROVIDED BY IRVING ZARETSKY. IT IS INCLUDED ONLY TO ASSIST THE READER IN VISUALIZING THE PROPERTY AND UNDERSTANDING THE APPRAISER'S DETERMINATION OF ITS SIZE. THE APPRAISER IS NOT AN EXPERT IN SURVEYING.

HYPOTHETICAL CONDITION/EXTRAORDINARY ASSUMPTIONS: THE SUBJECT, AT THE TIME OF THE INSPECTION, IS NOT IN A LIVABLE CONDITION AFTER PARTIAL CONSTRUCTION WORK HALTS MANDATED BY THE CITY ACCORDING TO THE NEIGHBOR, IRVING ZARETSKY. THE APPRAISED VALUE IS BASED ON THE HYPOTHETICAL CONDITION THAT THE UNIT HAS BEEN COMPLETED TO A MINIMAL LIVING STANDARD, IS VACANT AND IS A TIC UNIT WITHIN A 2-UNIT BUILDING. THE EVALUATION AS A 2-UNIT BUILDING IS CONSIDERED APPROPRIATE TO ANALYZE THE VALUE OF THE BUILDING'S UNITS SO THAT THE MARKET VALUE OF EACH UNIT CAN BE ESTIMATED FROM MARKET DATA.

SHOULD THE VALUE OF THE BUILDING REQUIRE TO BE ESTABLISHED AS A WHOLE 2-UNIT BUILDING OR SINGLE FAMILY HOME, OR THE TIC UNIT FEATURES BE DIFFERENT FROM THE SKETCHES PROVIDED BY IRVING ZARETSKY, THE APPRAISED VALUE WOULD BE AFFECTED AND THE APPRAISER WOULD NEED TO BE HIRED TO DETERMINE ANY CHANGE IN VALUE.

DETERMINE THE HIGHEST AND BEST USE: THE APPRAISERS IDENTIFIED THE PERTINENT FACTORS APPLICABLE TO THE SUBJECT PROPERTY "AS-IF" IT LACKED IMPROVEMENTS BUT WAS READY FOR DEVELOPMENT. THEY FORMED AN OPINION OF THE REASONABLE, PROBABLE, AND LEGAL USE OF IT AS VACANT LAND OR UNIMPROVED PROPERTY WITH THE INTENTION THAT THIS USE MUST MEET THE STANDARDS OF LEGAL PERMISSIBILITY, PHYSICAL POSSIBILITY, FINANCIAL FEASIBILITY AND MAXIMUM PRODUCTIVITY. IN KEEPING WITH THE PURPOSE OF THIS APPRAISAL AND THE REQUIREMENTS OF THE CLIENT, THE BUILDING WAS ANALYSED AS 2 TIC UNITS & LIMITED DEGREE OF RESEARCH AND ANALYSIS WAS INVESTED IN THE "AS-IF" VACANT AND READY FOR DEVELOPMENT HIGHEST AND BEST USE. A MUCH HIGHER DEGREE OF RESEARCH AND ANALYSIS WOULD BE REQUIRED TO FIRST PREDICT THE CONSEQUENCES OF DEMOLISHING THE SUBJECT IMPROVEMENTS AND THEN TO VISUALIZE WHAT IMPROVEMENTS WOULD BE MOST LIKELY TO MEET THE "AS-IF" VACANT AND READY FOR DEVELOPMENT HIGHEST AND BEST USE CRITERIA. THAT STUDY WAS CONSIDERED BEYOND THE SCOPE OF THIS REPORT, HENCE A PRELIMINARY FINDING WAS OFFERED HERE FOR THE "AS-IF" VACANT AND READY FOR DEVELOPMENT HIGHEST AND BEST USE. THE EXISTING IMPROVEMENTS UPON COMPLETION ARE CONSIDERED TO REPRESENT THE 'AS IS' HIGHEST AND BEST USE FOR THE SUBJECT, AS IMPROVED. THE IMPROVEMENTS ARE QUITE FUNCTIONAL AND IN REASONABLE CONDITION, AND THE CURRENT USE CONFORMS TO THE SURROUNDING USES IN THE SUBJECT'S NEIGHBORHOOD.

ADDENDUM

Client: IRVING ZARETSKY	File No.: 14K007CTL
Property Address: 2857 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123

DETERMINE THE APPROPRIATE APPROACHES TO VALUE: THE THREE APPROACHES TO VALUE WERE CONSIDERED: THE COST APPROACH, THE SALES COMPARISON APPROACH, AND THE INCOME APPROACH. THE APPROPRIATE APPROACHES TO VALUE WERE SELECTED AND DEVELOPED. WHEN AN APPROACH WAS OMITTED AN EXPLANATION WAS PRESENTED. UNLESS OTHERWISE SPECIFICALLY STATED, THE THREE APPROACHES TO VALUE WERE ALL FOUND TO BE APPROPRIATE.

ELECTRONIC SIGNATURE DISCLOSURE: IF THIS REPORT HAS BEEN SIGNED WITH A DIGITAL SIGNATURE THEN IT IS PASSWORD PROTECTED. THE SOFTWARE UTILIZED BY APPRAISER TO GENERATE THE APPRAISAL PROTECTS SECURITY BY MEANS OF A DIGITAL SIGNATURE SECURITY FEATURE FOR EACH APPRAISER SIGNING THE REPORT, AND EACH APPRAISER MAINTAINS CONTROL OF THEIR RELATED SIGNATURE THROUGH A PASSWORD, HARDWARE DEVICE, OR OTHER MEANS.

Tenancy in Common Introduction

FOR PURPOSES OF THIS APPRAISAL, TENANCY IN COMMON IS DEFINED AS THE CO-OWNERSHIP OF MULTI-UNIT PROPERTY BY CO-OWNERS WHO EACH WISH TO HAVE EXCLUSIVE USAGE RIGHTS TO A PARTICULAR AREA OF THE PROPERTY. TIC OWNERS OWN PERCENTAGES IN AN UNDIVIDED PROPERTY RATHER THAN PARTICULAR UNITS OR APARTMENTS, AND THEIR DEEDS SHOW ONLY THEIR OWNERSHIP PERCENTAGES. THE RIGHT OF A PARTICULAR TIC OWNER TO USE A PARTICULAR DWELLING COMES FROM A WRITTEN CONTRACT SIGNED BY ALL CO-OWNERS (OFTEN CALLED A "TENANCY IN COMMON AGREEMENT"), NOT FROM A DEED, MAP OR OTHER DOCUMENT RECORDED IN COUNTY RECORDS. THIS TYPE OF TENANCY IN COMMON CO-OWNERSHIP SHOULD NOT BE CONFUSED WITH THE LEGAL SUBDIVISIONS KNOWN AS THE "CONDOMINIUM" AND THE "STOCK COOPERATIVE".

THE TERM "TIC UNIT" WILL BE USED TO DEFINE A CO-OWNERSHIP OF A SINGLE RESIDENTIAL UNIT AS TENANCY IN COMMON.

THE CONDOMINIUM CONVERSION LOTTERY REFORM AND BYPASS LEGISLATION (NOW CALLED THE "EXPEDITED CONVERSION PROGRAM") HAS BEEN APPROVED, AND APPLICATIONS FOR CONVERSIONS UNDER THE PROGRAM WERE ACCEPTED BEGINNING JULY 29, 2013.

THE FOLLOWING EXCERPT IS FROM AN ARTICLE BY ANDY SIRKIN WRITTEN ON 07/20/2013.

ALL BUILDINGS THAT PARTICIPATED UNSUCCESSFULLY IN THE 2012 OR 2013 CONVERSION LOTTERY WILL BE ALLOWED TO CONVERT PROVIDED THEY SATISFY OWNER-OCCUPANCY REQUIREMENTS. CURRENT TIC BUILDINGS (MEANING THERE ARE MULTIPLE OWNERS WHO HAD A SIGNED TIC AGREEMENT IN PLACE BEFORE APRIL 15, 2013) THAT DID NOT PARTICIPATE IN THE 2012 OR 2013 LOTTERY, AND SOME BUILDINGS IN ESCROW TO BE SOLD AS TICs AS OF APRIL 15, 2013, WILL ALSO BE PERMITTED TO CONVERT IF THEY SATISFY OWNER OCCUPANCY REQUIREMENTS. AS UNDER CURRENT LAW, ALL CATEGORIES OF BUILDINGS MAY BE DISQUALIFIED BY PRIOR EVICTION HISTORY.

FOR 2-4 UNIT BUILDINGS, AT LEAST ONE UNIT MUST BE OCCUPIED CONTINUOUSLY FOR THE REQUIRED OWNER-OCCUPANCY PERIOD (SPECIFIED IN THE PRECEDING SECTION) BY AN OWNER OF RECORD THAT USES THE UNIT AS HIS/HER PRINCIPAL RESIDENCE. FOR 5-6 UNIT BUILDINGS, AT LEAST THREE UNITS MUST BE OCCUPIED CONTINUOUSLY FOR THE REQUIRED OWNER-OCCUPANCY PERIOD BY SEPARATE OWNERS OF RECORD, EACH OF WHOM USES HIS/HER UNIT AS HIS/HER PRINCIPAL RESIDENCE.

NO BUILDINGS WILL BE PERMITTED TO CONDO-CONVERT UNDER THE NEW PROGRAM IF ANY OF THE FOLLOWING WERE TRUE: (I) THERE WAS A "NO FAULT" EVICTION AFTER MARCH 31, 2013; (II) THERE WAS A "NO FAULT" EVICTION OF A "PROTECTED TENANT" AFTER NOVEMBER 16, 2004; OR (III) THERE WERE TWO OR MORE "NO FAULT" EVICTIONS AFTER MAY 1, 2005. WITH REGARD TO THE LAST SITUATION (TWO OR MORE "NO FAULT" EVICTIONS AFTER MAY 1, 2005), THE NO-CONVERSION RULE WILL NOT APPLY IF ALL UNITS WERE OWNER-OCCUPIED BY APRIL 4, 2006, OR IF 50% OF THE UNITS HAVE BEEN OWNER-OCCUPIED CONTINUOUSLY FOR 10 YEARS AT THE TIME OF APPLICATION. AN EVICTION IS "NO-FAULT" IF THE GROUNDS STATED IN THE EVICTION NOTICE WAS OWNER MOVE IN, RELATIVE TO MOVE IN, UNIT DEMOLITION, RENOVATION/REHABILITATION, OR REMOVAL FROM THE RENTAL MARKET (AN "ELLIS ACT EVICTION"). THERE ARE SOME EXCEPTIONS TO THESE DISQUALIFICATION RULES, AND READERS SHOULD REFERENCE THE WEBSITE BELOW BEFORE CONCLUDING THAT A BUILDING IS DISQUALIFIED UNDER THESE RULES.

THE NEW LAW WILL HAVE NO EFFECT ON THE EXISTING RULE ALLOWING TWO-UNIT BUILDINGS TO CONVERT WHEN BOTH UNITS HAVE BEEN OCCUPIED BY SEPARATE OWNERS FOR AT LEAST ONE YEAR, AND THESE BUILDINGS WILL NOT PAY ANY OF THE FEES IMPOSED BY THE NEW LAW.

THE CONDOMINIUM CONVERSION LOTTERY WILL BE SUSPENDED FOR 10-12 YEARS. THE EXACT LENGTH OF THE SUSPENSION WILL DEPEND ON HOW MANY BUILDINGS CONVERT UNDER THE BYPASS SYSTEM AND HOW MANY NEW UNITS ARE CONSTRUCTED WITH THE MONEY GENERATED THROUGH BYPASS FEES. WHEN THE LOTTERY RETURNS, IT WILL NO LONGER BE POSSIBLE FOR PROPERTIES WITH MORE THAN FOUR RESIDENTIAL UNITS TO CONVERT TO CONDOMINIUMS, EXCEPT FOR CERTAIN 5-6 UNIT THAT WERE PREVENTED FROM USING THE EXPEDITED CONVERSION PROGRAM DUE TO EVICTION HISTORY. THE OWNER-OCCUPANCY REQUIREMENTS FOR ENTERING THE CONDO LOTTERY WILL ALSO INCREASE: THREE-UNIT BUILDINGS WILL NEED AT LEAST TWO OWNER-OCCUPIED UNITS, AND FOUR-UNIT BUILDINGS WILL NEED AT LEAST THREE OWNER-OCCUPIED UNITS. EVEN ONE "NO-FAULT" EVICTION WILL PREVENT A BUILDING FROM ENTERING THE LOTTERY FOR AT LEAST SEVEN YEARS.

ADDENDUM

Client: IRVING ZARETSKY	File No.: 14K007CTL
Property Address: 2857 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123

FOR BUILDINGS SUCH AS THE SUBJECT THAT HAVE BYPASSED THE PRIOR LOTTERY AND ENTERED THE NEW 'EXPEDITED CONVERSION PROGRAM' THERE ARE MANDATES FOR ACTIONS FOR TENANT OCCUPIED BUILDINGS SUCH AS THE SUBJECT. THE FOLLOWING IS A Q & A EXTRACTION FROM THE SAN FRANCISCO APARTMENT ASSOCIATION WEBSITE ON SUCH CONDITIONS.

Q. WHAT HAPPENS IF THERE ARE TENANTS IN THE BUILDING?

A. AS REQUIRED BY EXISTING LAW, OWNERS WILL HAVE TO OFFER EACH RENTAL TENANT THE RIGHT TO BUY HIS/HER UNIT (REGARDLESS OF WHETHER THE OWNER WISHES TO SELL). THE OWNER CAN SET THE PRICE AS HIGH AS HE/SHE WISHES, AND DOES NOT HAVE TO BASE IT ON THE MARKET VALUE OF THE APARTMENT. HOWEVER, IF THE TENANT DECIDES NOT TO BUY, HE/SHE MUST BE OFFERED A LIFETIME, RENT-CONTROLLED LEASE UNDER WHICH HE/SHE CANNOT BE EVICTED EXCEPT FOR NONPAYMENT OF RENT OR OTHER LEASE VIOLATIONS. (THIS MEANS NO OWNER MOVE-IN, RELATIVE MOVE-IN, RENOVATION, OR ELLIS ACT EVICTION OF THE LIFETIME LEASE TENANT BY THE CURRENT OWNERS OR SUBSEQUENT OWNERS). EVERY NONPURCHASING TENANT IS OFFERED A LIFETIME LEASE, REGARDLESS OF HIS/HER AGE OR DISABILITY STATUS. BUILDINGS THAT PARTICIPATED IN THE 2013 LOTTERY FOLLOWING SEVEN PRIOR LOTTERY LOSSES ARE NOT REQUIRED TO OFFER LIFETIME LEASES AS DESCRIBED IN THIS SECTION.

Q. WHAT IF THERE IS MORE THAN ONE RENTER LIVING IN AN APARTMENT? DOES EACH TENANT OR ROOMMATE GET A LIFETIME LEASE?

A. THE NEW CONDO CONVERSION LAW DOES NOT CONTAIN DETAILS ON HOW THE LIFETIME LEASE REQUIREMENT WILL APPLY WHEN THERE ARE MULTIPLE TENANTS OR ROOMMATES LIVING IN A UNIT, AND THE COURTS WILL ULTIMATELY HAVE TO RESOLVE THE ISSUE. THE MOST LIKELY INTERPRETATION IS THAT A LIFETIME LEASE MUST BE OFFERED TO ALL THE PEOPLE LIVING IN THE UNIT ON THE DATE OF CONVERSION APPLICATION EXCEPT FOR THOSE THAT WOULD NOT BE ENTITLED TO EVICTION CONTROL PROTECTIONS UNDER THE RENT CONTROL LAW.

MORE SPECIFICALLY, THE EXCLUDED GROUP WOULD CONSIST OF OCCUPANTS WHO MOVED IN AFTER THE TENANCY BEGAN WHO RECEIVED A TIMELY NOTICE FROM THE OWNER THAT THEY COULD BE EVICTED AFTER THE LAST OF THE ORIGINAL TENANTS VACATED. THE GROUP OF TENANTS ENTITLED TO LIFETIME TENANCY WOULD ALL BE NAMED COLLECTIVELY AS THE TENANT ON ONE SINGLE LIFETIME LEASE.

Q. COULD A LIFETIME LEASE TENANT ASSIGN OR SUBLEASE THE APARTMENT? COULD THE TENANT MOVE OUT AND STILL COLLECT RENT FROM THE APARTMENT?

A. THE NEW CONDO CONVERSION LAW DOES NOT CONTAIN DETAILS ON THE ABILITY OF A LIFETIME LEASE TENANT TO ASSIGN OR SUBLEASE HIS/HER APARTMENT, AND THE COURTS WILL ULTIMATELY HAVE TO RESOLVE THE ISSUE. THE MOST LIKELY INTERPRETATION IS THAT THE ASSIGNMENT/SUBLETTING RESTRICTIONS IN A PARTICULAR TENANT'S LIFETIME LEASE WILL BE THE SAME AS THOSE THAT APPLY TO HIS/HER EXISTING TENANCY. FOR EXAMPLE, IF THE TENANT'S EXISTING TENANCY IS SUBJECT TO A LEGALLY ENFORCEABLE ABSOLUTE BAN ON ASSIGNMENT/SUBLETTING, THAT BAN CAN ALSO BE PLACED IN HIS/HER LIFETIME LEASE. NOTE, HOWEVER, THAT SUCH BANS ARE ONLY ENFORCEABLE IF THEY MEET CERTAIN VERY SPECIFIC REQUIREMENTS IN THE SAN FRANCISCO RENT BOARD REGULATIONS, AND EVEN THEN DO NOT APPLY WHEN AN ORIGINAL TENANT IS REPLACING A DEPARTING CO-OCCUPANT WITH A NEW OCCUPANT. AS A PRACTICAL MATTER, THIS MEANS THAT LIFETIME LEASE TENANTS WILL BE ABLE TO ASSIGN/SUBLEASE SO LONG AS AT LEAST ONE OF THE TENANTS NAMED ON THE LIFETIME LEASE CONTINUES TO RESIDE IN THE UNIT.

MOREOVER, IT HAS BEEN VERY DIFFICULT FOR OWNERS TO SUCCESSFULLY EVICT OCCUPANTS BASED ON THE FACT THAT THE LAST "ORIGINAL TENANT" HAS VACATED, BECAUSE THE TENANT OFTEN CLAIMS THAT HE/SHE IS STILL LIVING IN THE UNIT OR IS JUST AWAY TEMPORARILY.

OWNERS SHOULD EXPECT THIS PROBLEM TO CONTINUE, OR EVEN WORSEN, IN THE CONTEXT OF A LIFETIME LEASE TENANT WHO IS LIVING ELSEWHERE WHILE STILL CLAIMING TO OCCUPY THE OWNER'S CONDOMINIUM.

A RELATED QUESTION IS WHETHER A LIFETIME LEASE TENANT CAN CONTINUE TO PAY HIS/HER LOW RENT TO THE CONDO OWNER WHILE CHARGING A HIGHER AMOUNT TO THE "SUBTENANTS" OR "ROOMMATES" LIVING IN THE LIFETIME LEASE UNIT. SAN FRANCISCO RENT CONTROL LAW PROHIBITS THIS BY REQUIRING RENT-CONTROL TENANTS TO CHARGE SUBTENANTS/ROOMMATES NO MORE THAN A PRO RATA SHARE OF WHAT THE TENANT IS PAYING TO THE OWNER. THIS SAME LIMITATION CAN PROBABLY BE INCLUDED IN THE LIFETIME LEASE; HOWEVER, IN PRACTICE, IT IS CLOSE TO IMPOSSIBLE FOR AN OWNER TO KNOW OR PROVE HOW MUCH THE SUBTENANT/ROOMMATE IS ACTUALLY PAYING THE ORIGINAL TENANT.

Neighborhood Description

THE SUBJECT IS LOCATED IN THE "COW HOLLOW" DISTRICT OF SAN FRANCISCO, AN URBAN RESIDENTIAL ENVIRONMENT COMPOSED OF ABOVE AVERAGE TO GOOD QUALITY SINGLE AND MULTI-FAMILY RESIDENCES AND NEIGHBORHOOD SERVING COMMERCIAL USES. THE PROPERTY MIX IS COMPATIBLE WITH THE NEIGHBORHOOD. ACCESS TO SHOPPING, TRANSPORTATION, SCHOOLS AND EMPLOYMENT IS CONSIDERED TO BE AVERAGE.

ACCESS TO INTERSTATE HIGHWAYS 1, 101, INTERSTATE 80 AND INTERSTATE 280 ARE ALL WITHIN 2 MILES OF THE SUBJECT. THESE FREEWAYS CONNECT TO THE GREATER BAY AREA AND BEYOND. THE SAN FRANCISCO FINANCIAL

ADDENDUM

Client: IRVING ZARETSKY	File No.: 14K007CTL
Property Address: 2057 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123

CENTER IS WITHIN 2 MILES OF THE SUBJECT. THIS WAS ACCESSIBLE VIA MUNICIPAL TRANSIT LINES LOCATED NEAR THE SUBJECT'S BLOCK. ACCESS FOR THE SUBJECT IS RATED GOOD WHEN COMPARED TO OTHER COMPETING PROPERTIES IN THE MARKET AREA. THE SUBJECT'S LOCATION IS ASSIGNED AN AVERAGE OVERALL RATING FOR EXPOSURE FOR THE PROPERTY WHEN COMPARED TO OTHER COMPETING PROPERTIES IN THE MARKET AREA.

Neighborhood Market Conditions

OPEN MARKET SALES WITH CONVENTIONAL FINANCING AND NO SIGNIFICANT CONCESSIONS ARE THE NORM IN THIS MARKET. TYPICAL TERMS ARE 80% LOANS WITH ALL CASH TO SELLER. IN SOME INSTANCES, THE SELLER MAY CARRY BACK A SMALL SECOND LOAN. 2008 AND 2009 SAW A DECREASE IN MARKET VALUES THROUGHOUT THE BAY AREA AND THE NATION DUE TO INCREASING LOAN DEFAULTS. A GENERAL WEAKENING OF THE ECONOMY COUPLED WITH FALLING PRICES IN THE NATIONAL HOUSING MARKET HAVE ALSO TIGHTENED LENDING STANDARDS IN GENERAL, HOWEVER FINANCING IS STILL AVAILABLE FOR QUALIFIED BUYERS. SAN FRANCISCO, IN GENERAL, HAD FOLLOWED THIS DOWNWARD TREND THROUGH 2010 AND SHOWED EVIDENCE OF STABILIZATION IN MANY NEIGHBORHOODS THROUGHOUT 2011 AND INTO 2012. 2013 SAW A STABLE INCREASE IN PROPERTY VALUES THROUGHOUT THE BAY AREA WHICH CONTINUED INTO 2014 ALTHOUGH HAS STABILIZED IN THE LATER PORTION OF THE YEAR. THE SUBJECT'S DISTRICT IS BEST DESCRIBED AS INCREASING BETWEEN THE PERIOD OF 12/2012 AND 12/2013.

MARKET FLUCTUATIONS AND LIST PRICES MAY VARY SIGNIFICANTLY AND DO NOT SHOW A CONSISTENT PERCENTAGE OF LIST PRICE TO SALE PRICE. DUE TO THE MARKET CHALLENGES OF SELLING AN ENTIRE BUILDING OF TENANCY IN COMMON UNITS, OFFERS MAY COME IN AT PRICES HIGHER OR LOWER THAN PRIOR UNITS SOLD WITHIN THE PAST SIX MONTHS. THIS DOES NOT INDICATE A HIGHER MARKET AS VALUES ARE STILL FLUCTUATING.

IN ADDITION TO THE PRESSURE PRESENTED BY THE CURRENT ECONOMIC CONDITION TO THE OVERALL REAL ESTATE MARKET, THE TIC MARKET IS AFFECTED BY ITS OWN SPECIFIC SET OF CIRCUMSTANCES. TIC FINANCE OPTIONS ARE VERY LIMITED. DUE TO A LACK OF A SECONDARY MARKET FOR THESE PRODUCTS, TERMS FOR FRACTIONAL INTEREST LOANS ARE NOT CURRENTLY COMPETITIVE WITH CONVENTIONAL MORTGAGES PUTTING FURTHER PRESSURE ON TIC VALUES.

MARKET DATA IS CONSIDERED TO PROVIDE APPROPRIATE INDICATIONS OF THE CURRENT MARKET ENVIRONMENT; HOWEVER, THE APPRAISER NOTES THAT CURRENT AND RECENT SALE DATA PROVIDE NO INDICATIONS OF VALUE FOR THE SUBJECT IN THE FUTURE.

Condition of Project

THE PROJECT IS COMPRISED OF A FOUR-STORY BUILDING WITH PARTIAL GARAGE.

THE SUBJECT UNIT HAS BEEN IDENTIFIED AS THE UPPER 2 FLOORS OF THE BUILDING WITH A SINGLE GARAGE SPACE, THE 3RD FLOOR WILL CONSIST OF A LARGE LIVING ROOM, KITCHEN WITH BREAKFAST AREA, DINING ROOM, 1 BEDROOM, AND 1 BATHROOM. THE UPPER 4TH FLOOR CONTAINS 3 BEDROOMS AND 2 BATHROOMS AS APPROVED BY THE CITY PLANNING DEPARTMENT. THIS UPPER FLOOR HAS PARTIAL CITY AREA VIEWS.

Comments on Sales Comparison

DUE TO THE LACK OF RECENT SALES OF SIMILAR TIC UNITS IN THE SUBJECT'S DISTRICT THE SEARCH PARAMETERS WERE EXPANDED TO INCLUDE THE SIMILAR ADJACENT DISTRICTS WITHIN THE AREA. THE SUBJECT UNIT IS LOCATED IN A DESIRABLE AREA WITH LIGHT LEVELS OF TRAFFIC. THIS IS CONSIDERED SUPERIOR TO PROPERTIES IN THE SAME DESIRABLE AREAS, BUT LOCATED ON STREETS WITH GREATER LEVELS OF TRAFFIC AND NOISE. AN UPWARD ADJUSTMENT HAS BEEN MADE TO COMPARABLE 3 TO ACCOUNT FOR THIS ACCORDINGLY.

A TIME OF SALE ADJUSTMENT HAS NOT BEEN UTILIZED OR APPLIED TO THE SALES AS ALL HAVE CLOSED INSIDE A FINANCIAL QUARTER OF THE EFFECTIVE DATE OF THE REPORT AND ARE CONSIDERED TO REFLECT THE MARKET CONDITIONS OF THAT TIME.

ALL OF THE COMPARABLES SELECTED ARE TIC UNITS POSITIONED WITHIN SMALL BUILDINGS. HOWEVER, AN ADJUSTMENT IS WARRANTED TO ACCOUNT FOR THE LIKELIHOOD OF CONDO CONVERSION ELIGIBILITY OF 2 UNIT BUILDINGS, AS IS THE SUBJECT, CONSIDERED SUPERIOR TO BUILDINGS WITH 2+ UNITS. BUILDINGS THAT HAVE 5 OR MORE UNITS OR BUILDINGS WITH EVICTION HISTORY ARE NOT TYPICALLY VIABLE FOR CONDO CONVERSION AND UPWARD ADJUSTMENTS HAVE BEEN MADE ACCORDINGLY TO ACCOUNT FOR EACH BUILDING STATUS AND DENSITY.

THE CONDITION OF THE SUBJECT IS CONSIDERED TO BE AVERAGE REQUIRED TO BE HABITABLE. THE CONDITION OF THE KITCHEN AND BATHROOMS HAS BEEN SEPARATED FOR ADDITIONAL CLARITY. ADDITIONAL QUALITY AND CONDITION ADJUSTMENTS HAVE BEEN MADE FOR THE REFURBISHED UNITS THAT ARE IN 'AS NEW' CONDITION. RARELY DOES A TIC UNIT SELL ON THE MARKET WITHOUT HAVING BEEN REFURBISHED. NO UN-REFURBISHED COMPARABLES WERE FOUND WITHIN A REASONABLE TIME FRAME AND 1 MILE RADIUS OF THE SUBJECT.

THE ADJUSTMENTS FOR COMPARABLES 3, 4 AND 5 ARE LARGER THAN TYPICAL DUE TO DIFFERENCES IN SIZE, AND CONDITION PRIMARILY. THIS SALE HAS BEEN INCLUDED DUE TO A LACK OF MORE APPROPRIATE SALES. IN ADDITION, COMPARABLE 4 HAS A TENANT THAT WAS VACATING THE UNIT AND A TENANT IN ANOTHER UNIT IN THE BUILDING WHICH SIGNIFICANTLY AFFECTS THE CONDO CONVERSION PROCESS AND LESSENS THE APPEAL TO A TYPICAL BUYER IN COMPARISON TO THE SUBJECT'S 2-UNIT AND VACANT STATUS.

ADDENDUM

Client: IRVING ZARETSKY	File No.: 14K007CTL
Property Address: 2857 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123

THE SUBJECT PROPERTY HAS BEEN BRACKETED ON VALUE AND SIZE BY FOR BOTH SUPERIOR AND INFERIOR FACTORS OF THE COMPARABLE SALES TO SUPPORT A FIRM POSITION FOR FINAL VALUE CONCLUSION.

GREATER WEIGHT HAS BEEN GIVEN TO COMPARABLES 1-3 DUE TO OVERALL SIMILARITY IN TERMS OF SIZE AND APPEAL.

Conditions of Appraisal

THIS APPRAISAL VALUE HAS BEEN MADE UNDER THE HYPOTHETICAL CONDITION THAT THE PROPERTY HAS BEEN COMPLETED TO A HABITABLE STANDARD ONLY. NO PERSONAL PROPERTY INCLUDED IN THE APPRAISED VALUE. A CURRENT PRELIMINARY TITLE REPORT WAS NOT REVIEWED. THE ESTIMATE OF VALUE IS MADE UPON THE CONDITION THAT TITLE TO THE SUBJECT PROPERTY IS MARKETABLE, AND FREE AND CLEAR OF ALL LIENS, ENCUMBRANCES, EASEMENT AND RESTRICTIONS EXCEPT THOSE SPECIFICALLY DISCUSSED IN THIS REPORT. ADDITIONALLY, THE ESTIMATE OF VALUE IS MADE UPON THE SUBJECT PROPERTY ONLY AS DESCRIBED IN THIS REPORT. THIS IS NOT A HOME INSPECTION AND SHOULD NOT BE RELIED UPON TO DISCLOSE CONDITIONS OF THE PROPERTY. ANY PHYSICAL OR LEGAL ASPECTS OF THE SUBJECT PROPERTY UNKNOWN TO THE APPRAISER AT THIS TIME MAY REQUIRE FURTHER ANALYSIS. THE APPRAISERS ARE NOT EXPERTS IN BUILDING CODES. THE APPRAISER SHOULD NOT BE RELIED UPON TO DISCOVER BUILDING CODE VIOLATIONS. THE APPRAISER DOES NOT HAVE THE SKILL OR EXPERTISE NEEDED TO MAKE SUCH DISCOVERIES. IT IS ASSUMED BY THE APPRAISERS THAT ALL BUILDING CONSTRUCTION CONFORMS TO CITY BUILDING CODES. THE APPRAISER ASSUMES NO RESPONSIBILITY FOR THESE ITEMS. THE APPRAISAL HAS BEEN COMPLETED TO ASSIST IN REAL ESTATE PLANNING DECISIONS ONLY, FOR THE SOLE USE OF THE CLIENT LISTED ON PAGE ONE.

FIRREA ADDENDUM/APPRaiser CERTIFICATION

I CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF:

- THE STATEMENTS OF FACT CONTAINED IN THIS REPORT ARE TRUE AND CORRECT.
- THE REPORTED ANALYSES, OPINIONS AND CONCLUSIONS ARE LIMITED ONLY BY THE REPORTED ASSUMPTIONS AND LIMITING CONDITIONS, AND ARE MY PERSONAL, IMPARTIAL, AND UNBIASED PROFESSIONAL ANALYSES, OPINIONS, AND CONCLUSIONS.
- I HAVE NO PRESENT OR PROSPECTIVE INTEREST IN THE PROPERTY THAT IS THE SUBJECT OF THIS REPORT, AND NO PERSONAL INTEREST WITH RESPECT TO THE PARTIES INVOLVED.
- I HAVE NO BIAS WITH RESPECT TO THE PROPERTY THAT IS THE SUBJECT OF THIS REPORT OR TO THE PARTIES INVOLVED WITH THIS ASSIGNMENT.
- MY ENGAGEMENT IN THIS ASSIGNMENT WAS NOT CONTINGENT UPON DEVELOPING OR REPORTING PREDETERMINED RESULTS.
- MY COMPENSATION FOR COMPLETING THIS ASSIGNMENT IS NOT CONTINGENT UPON THE REPORTING OF A PREDETERMINED VALUE OR DIRECTION IN VALUE THAT FAVORS THE CAUSE OF THE CLIENT, THE AMOUNT OF THE VALUE OPINION, THE ATTAINMENT OF A STIPULATED RESULT, OR THE OCCURRENCE OF A SUBSEQUENT EVENT DIRECTLY RELATED TO THE INTENDED USE OF THIS APPRAISAL.
- MY ANALYSES, OPINIONS AND CONCLUSIONS WERE DEVELOPED, AND THIS REPORT HAS BEEN PREPARED, IN CONFORMITY WITH THE UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE.
- I HAVE MADE A PERSONAL INSPECTION OF THE PROPERTY THAT IS THE SUBJECT OF THIS REPORT.
- NO ONE PROVIDED SIGNIFICANT PROFESSIONAL ASSISTANCE TO THE PERSON SIGNING THIS REPORT UNLESS OTHERWISE STATED WITHIN THIS REPORT.

THIS REPORT INTENDS TO COMPLY WITH APPRAISAL STANDARDS OF THE OFFICE OF THRIFT SUPERVISION AND THE UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE (USPAP) AS ADOPTED BY THE APPRAISAL STANDARDS BOARD OF THE APPRAISAL FOUNDATION.

THE APPRAISER HAS NOT RESEARCHED THE TITLE REPORT OR ANY EXISTING PERMITS. THE APPRAISER IS NOT QUALIFIED TO DETECT STRUCTURAL INSTABILITY, SOIL INSTABILITY, OR INFESTATION.

COMPETENCY OF THE APPRAISER: THE APPRAISER ATTESTS THAT HE OR SHE HAS THE APPROPRIATE KNOWLEDGE AND EXPERIENCE NECESSARY TO COMPLETE THIS ASSIGNMENT COMPETENTLY.

PURPOSE AND SCOPE OF WORK OF THE APPRAISAL: THIS APPRAISAL REPORT IS INTENDED FOR REAL ESTATE PLANNING DECISIONS ONLY. THIS REPORT IS NOT INTENDED FOR ANY OTHER USE. THE SCOPE OF THE APPRAISAL INVOLVED AN INTERIOR AND EXTERIOR INSPECTION AND MEASUREMENT OF THE SUBJECT PROPERTY, A THOROUGH RESEARCHING OF ALL APPROPRIATE CONVENTIONAL DATA SOURCES, EXTERIOR INSPECTIONS OF COMPARABLE SALES USED, AND THE PREPARATION OF A FULLY DOCUMENTED APPRAISAL REPORT CONFORMING TO ALL APPLICABLE STANDARDS. IN DEVELOPING THIS APPRAISAL, THE APPRAISER(S) IS AWARE OF, UNDERSTANDS, AND HAS CORRECTLY EMPLOYED THOSE RECOGNIZED METHODS AND TECHNIQUES THAT ARE NECESSARY TO PRODUCE A CREDIBLE APPRAISAL; AND USPAP SPECIFIC APPRAISAL GUIDELINES FOR DEVELOPING AND REPORTING AN APPRAISAL HAVE BEEN FOLLOWED.

ADDENDUM

Client: IRVING ZARETSKY	File No.: 14K007CTL
Property Address: 2897 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123

ENVIRONMENTAL CONDITIONS OBSERVED BY OR KNOWN TO THE APPRAISER: THE VALUE ESTIMATED IN THIS REPORT IS BASED ON THE ASSUMPTION THAT THE SUBJECT PROPERTY IS NOT NEGATIVELY AFFECTED BY THE EXISTENCE OF HAZARDOUS SUBSTANCES OR DETRIMENTAL ENVIRONMENTAL CONDITIONS, ROUTINE INSPECTION AND INQUIRIES ABOUT THE SUBJECT PROPERTY DID NOT REVEAL ANY INFORMATION WHICH WOULD INDICATE ANY APPARENT SIGNIFICANT HAZARDOUS SUBSTANCES OR DETRIMENTAL CONDITIONS WHICH WOULD NEGATIVELY AFFECT THE SUBJECT. THE APPRAISER IS NOT AN EXPERT IN THE IDENTIFICATION OF HAZARDOUS SUBSTANCES OR DETRIMENTAL ENVIRONMENTAL CONDITIONS.

EXPOSURE TIME FOR THE SUBJECT PROPERTY: THE ESTIMATED EXPOSURE TIME FOR THE SUBJECT PROPERTY UNDER CURRENT MARKET CONDITIONS IS APPROXIMATELY 1-3 MONTHS. THIS ESTIMATE IS BASED ON THE ANALYSIS OF CURRENT MARKET TRENDS IN THE GENERAL AREA, AND TAKES INTO CONSIDERATION THE SIZE, CONDITION, AND PRICE RANGE OF THE SUBJECT AND SURROUNDING PROPERTIES.

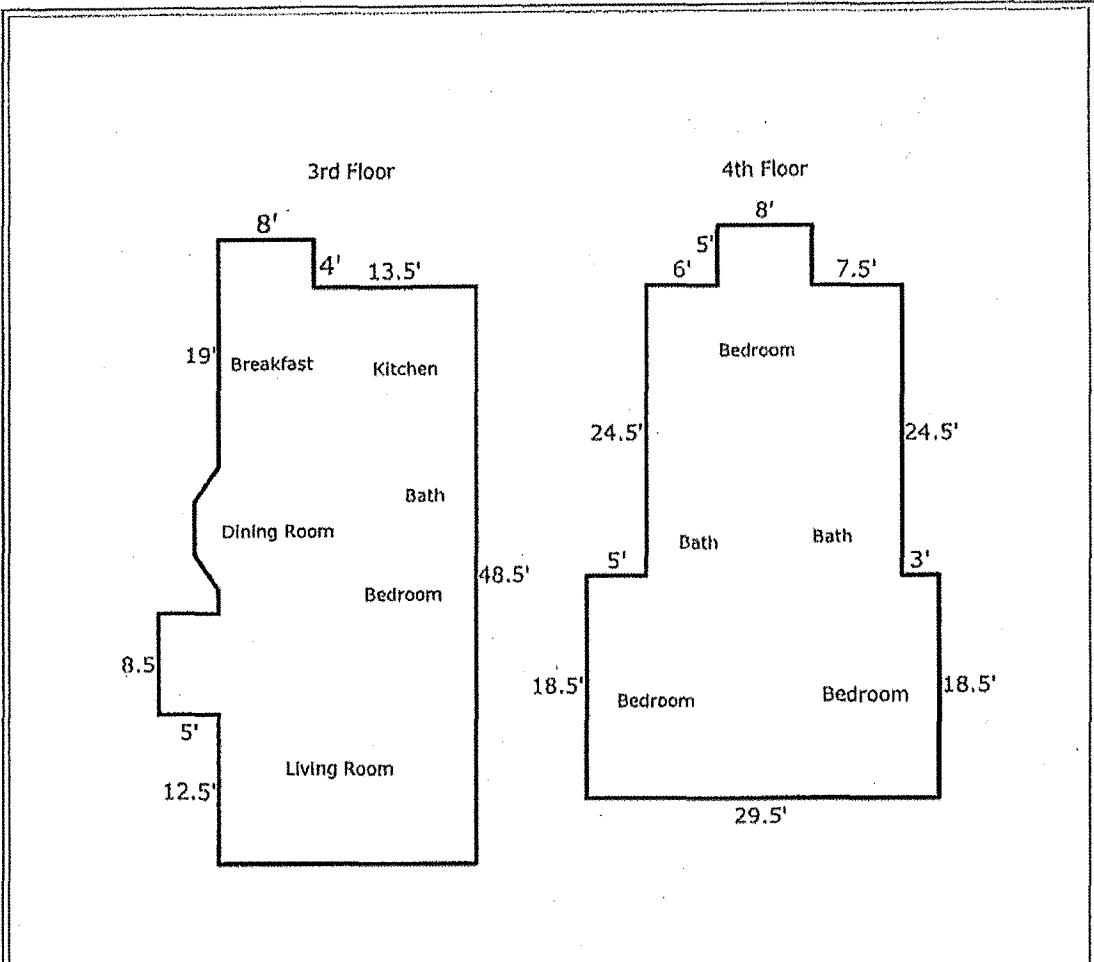
APPRAISAL DATE: THIS APPRAISAL IS BASED ON AN ANALYSIS OF THE SUBJECT PROPERTY AS OF THE DATE OF 12/02/2013 A DATE PRIOR TO THE DATE OF INSPECTION ON 11/12/2014. VALUATION IS BASED ON MARKET CONDITIONS AS OF THE EFFECTIVE DATE OF 12/02/2013 (WITHIN 6 MONTHS PRIOR AND 3 MONTHS POST). DATA AND CONCLUSIONS ARE BASED ON THIS BRACKET OF TIME UNDER THE ASSUMPTIONS AND CONDITION DISCLOSED IN THE REPORT AS OF THE DATE OF COMPLETION OF THIS REPORT ON 11/17/2014.

TRISHA CLARK
AG028651

TIMOTHY LITTLE
AR044897

FLOORPLAN SKETCH

Client: IRVING ZARETSKY	File No.: 14K007CTL
Property Address: 2867 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123



Sketch by: [unclear]
Comments:

AREA CALCULATIONS SUMMARY				LIVING AREA BREAKDOWN			
Code	Description	Net Size	Net Totals	Breakdown		Subtotals	
GLA3	Third Floor	1132.3	1132.3	Third Floor			
GLA4	Fourth Floor	1112.5	1112.5	8.0 x 4.0			32.0
				21.5 x 18.0			387.0
				12.5 x 21.5			268.8
				8.5 x 26.5			225.3
				5.0 x 21.5			107.5
				4.5 x 23.5			105.8
				0.5 x 3.0 x 2.0			3.0
				0.5 x 2.0 x 3.0			3.0
				Fourth Floor			
				21.5 x 24.5			526.8
				5.0 x 8.0			40.0
				29.5 x 18.5			545.0
	Net LIVABLE Area	(rounded)	2245	11 Items	(rounded)		2245

PLAT MAP

Client: IRVING ZARETSKY File No.: 14K007CTL
 Property Address: 2857 BRODERICK STREET Case No.: RES
 City: SAN FRANCISCO State: CA Zip: 94123

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 CITY & COUNTY ASSESSOR 1995

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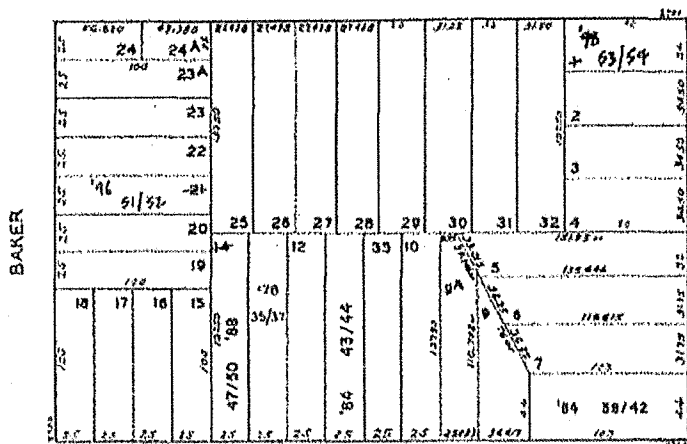
W A BLK 550

REVISED '73
 " '78
 " '84
 " '88
 " '94
 " '96

2857-2865 BRODERICK ST
 A CONDOMINIUM
 LOT UNIT % COMM AREA
 53 2865 31
 54 2867 28



FILBERT



Subject

UNION

2766 UNION STREET
 A CONDOMINIUM

LOT NO.	UNIT NO.	% COMMON AREA
35	2762	20.125
36	2764	37.315
37	2766	42.560

2750-2752 UNION ST.
 A CONDOMINIUM

LOT NO.	UNIT NO.	% COMMON AREA
43	2752	55.76
44	2750	44.22

2700-08 UNION ST.
 A CONDOMINIUM

LOT NO.	UNIT NO.	% COMMON AREA
36	2700	26
39	2702	16
40	2704	20
41	2706	19
42	2700	17

2774 UNION ST
 A CONDOMINIUM

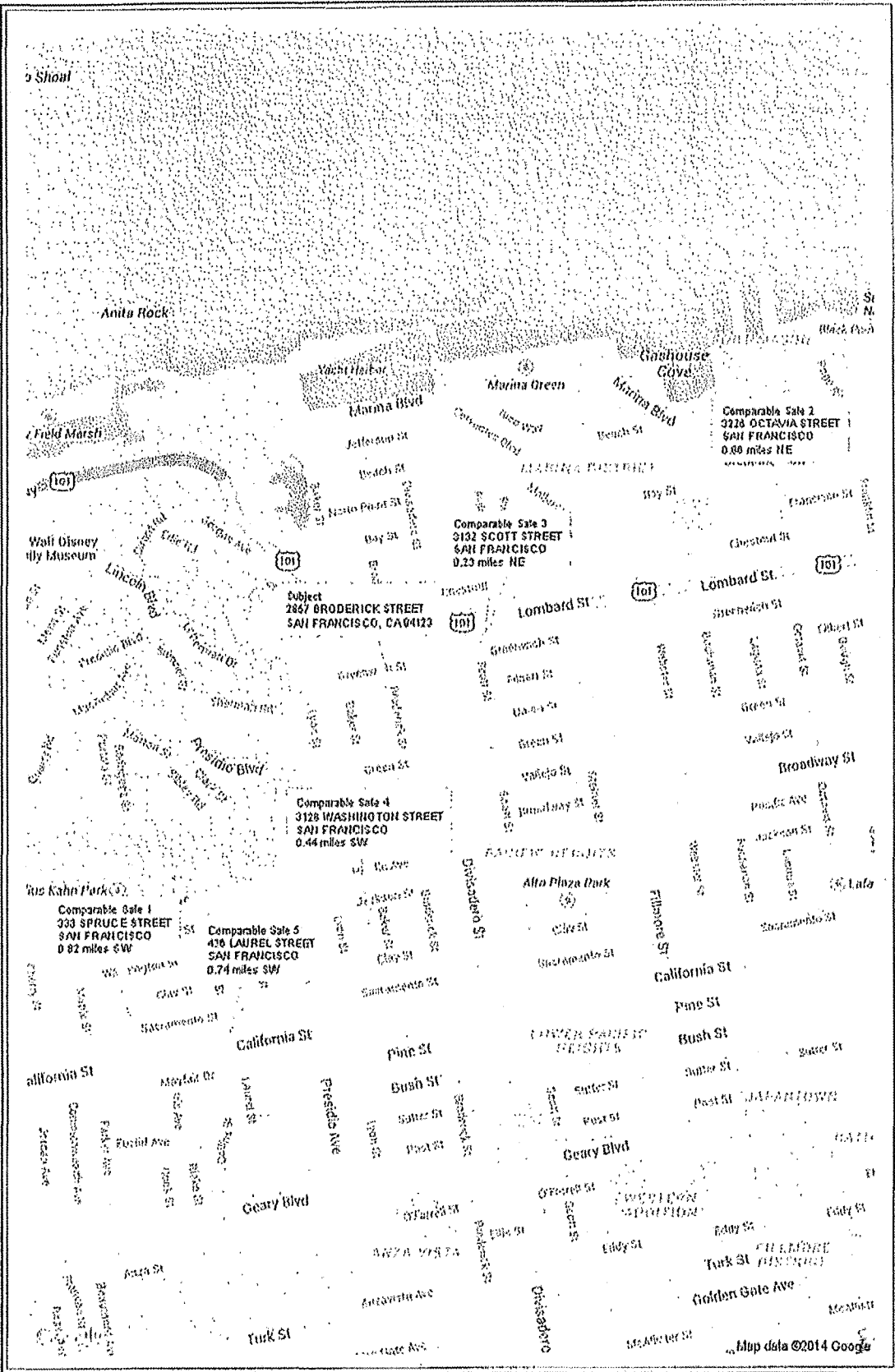
LOT	UNIT	% COMM AREA
47	1	43.783
48	2	18.307
49	3	18.275
50	4	19.633

2731-2736 BAKER ST.
 A CONDOMINIUM

LOT	UNIT	% COMM AREA
51	2731	44
52	2736	55

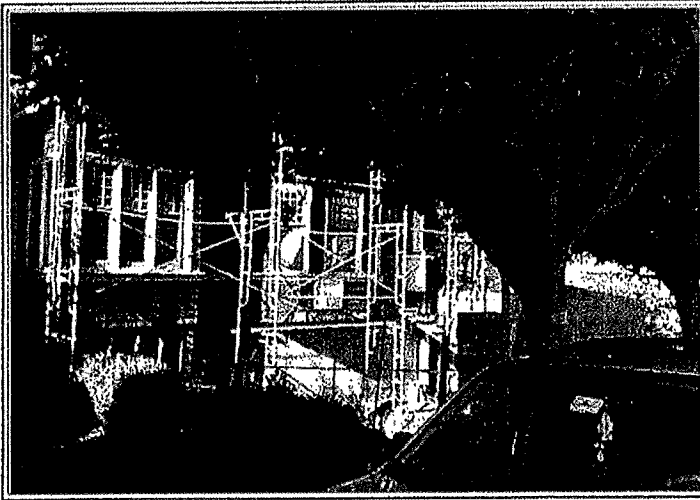
LOCATION MAP

Client: IRVING ZARETSKY	File No.: 14K007CTL
Property Address: 2857 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123



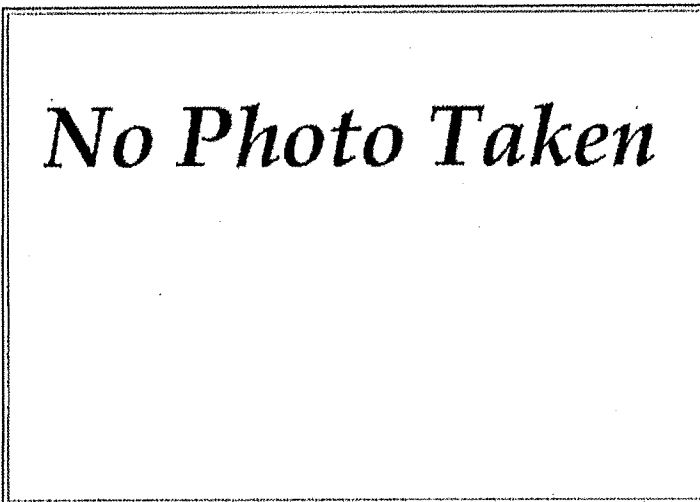
SUBJECT PROPERTY PHOTO ADDENDUM

Client: IRVING ZARETSKY	File No.: 14K007CTL
Property Address: 2857 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123



FRONT VIEW OF
SUBJECT PROPERTY

Appraised Date: December 2, 2014
Appraised Value: \$ 1,620,000



REAR VIEW OF
SUBJECT PROPERTY



STREET SCENE

COMPARABLE PROPERTY PHOTO ADDENDUM

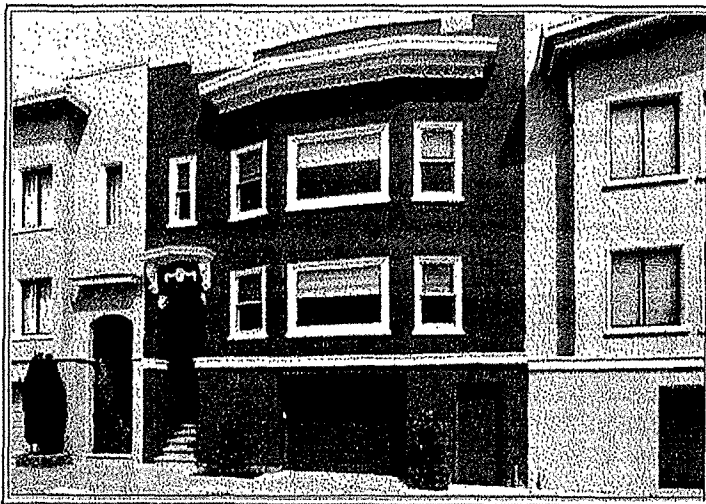
Client: IRVING ZARETSKY	File No.: 14K007CTL
Property Address: 2857 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123



COMPARABLE SALE #1

333 SPRUCE STREET

Sale Date: 10/02/2013 COE
Sale Price: \$ 1,708,000



COMPARABLE SALE #2

3226 OCTAVIA STREET

Sale Date: 01/08/2014 COE
Sale Price: \$ 1,695,000



COMPARABLE SALE #3

3132 SCOTT STREET

Sale Date: 03/24/2014 COE
Sale Price: \$ 1,600,000

COMPARABLE PROPERTY PHOTO ADDENDUM

Client: IRVING ZARETSKY	File No.: 14K007CTL
Property Address: 2857 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123



COMPARABLE SALE #4

3128 WASHINGTON STREET

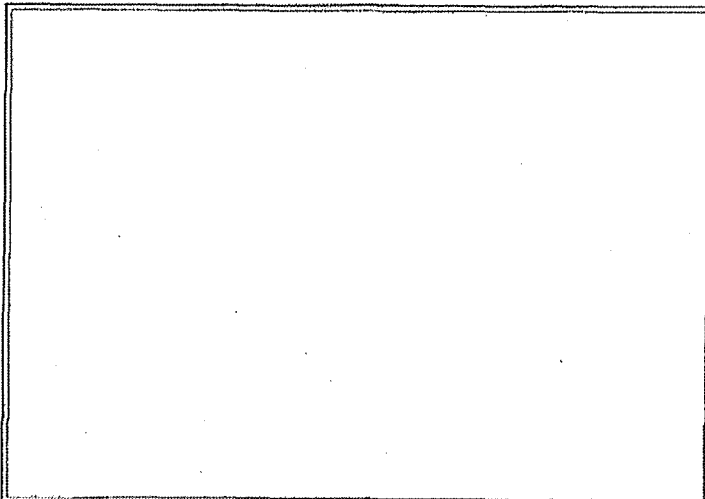
Sale Date: 10/04/2013 COE
Sale Price: \$ 1,270,000



COMPARABLE SALE #5

436 LAUREL STREET

A
Sale Date: 08/16/2013 COE
Sale Price: \$ 1,349,000



COMPARABLE SALE #6

Sale Date:
Sale Price: \$

APPLICATION FOR Dwelling Unit Removal Merger, Conversion, or Demolition

I. Owner/Applicant Information

PROPERTY OWNER'S NAME:
Pam Whitehead

PROPERTY OWNER'S ADDRESS:
2953 Broderick Street
SF, CA 94123

TELEPHONE:
(415) 250-4057

EMAIL:
whiteheadwest@msn.com

APPLICANT'S NAME:
Stephen Antonaros

APPLICANT'S ADDRESS:
2261 Market Street #324
SF, CA 94114

TELEPHONE:
(415) 864-2261

EMAIL:
santonaros@sbcglobal.net

Same as Above

CONTACT FOR PROJECT INFORMATION:

ADDRESS:

TELEPHONE:
()

EMAIL:

Same as Above

COMMUNITY LIAISON FOR PROJECT (PLEASE REPORT CHANGES TO THE ZONING ADMINISTRATOR):

ADDRESS:

TELEPHONE:
()

EMAIL:

Same as Above

2. Location and Classification

STREET ADDRESS OF PROJECT:
2853 - 2857 Broderick Street

CROSS STREETS:
Fillbert & Union Streets

ZIP CODE:

ASSESSORS BLOCK/LOT: 0947 / 002	LOT DIMENSIONS: 34.5x80.0	LOT AREA (SQ FT): 2760	ZONING DISTRICT: RH-2	HEIGHT/BULK DISTRICT: 40X
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Loss of Dwelling Units Through Merger

(FORM B - COMPLETE IF APPLICABLE)

Pursuant to Planning Code Section 317(e), the merger of residential dwelling-units not otherwise subject to a Conditional Use Authorization shall be either subject to a Mandatory Discretionary Review hearing or will qualify for administrative approval. Administrative review criteria only apply to those Residential Units proposed for Merger that are (1) not affordable or financially accessible housing are exempt from Mandatory DR (valued by a credible appraisal within the past six months to be greater than 80% of combined land and structure value of single-family homes in San Francisco); or (2) meet a supermajority of the merger criteria listed below. Please see website under Publications for Loss of Dwelling Units Numerical Values.

Please state how the project meets or does not meet the following criteria:

1. Does the removal of the unit(s) eliminate only owner-occupied housing, and if so, for how long was the unit(s) proposed to be removed owner-occupied?

Yes, the existing two unit building is entirely occupied, and the unit to be merged or removed is owner occupied.

2. Is the removal of the unit(s) and the merger with another intended for owner occupancy?

Yes, the merger is intended to allow the owner to occupy the whole building with extended family.

3. Will the removal of the unit(s) bring the building closer into conformance with the prevailing density in its immediate area and in the same zoning district?

The removal of the one unit will not bring the building closer or farther from the prevailing since the surrounding buildings are a mix of 1 and 2 units buildings with some higher density nearby. But since 1-2 family dwellings are in themselves considered the same class of building the removal of one unit in this two family dwelling leaves the subject building in the same category as before.

4. Will the removal of the unit(s) bring the building closer into conformance with the prescribed zoning?

The removal of the unit will not affect the building's conformance with the prescribed zoning.

5. Is the removal of the unit(s) necessary to correct design or functional deficiencies that cannot be corrected through interior alterations?

The removal of the unit is not required to correct any design deficiencies.

Priority General Plan Policies – Planning Code Section 101.1 (APPLICABLE TO ALL PROJECTS SUBJECT TO THIS APPLICATION)

Proposition M was adopted by the voters on November 4, 1986. It requires that the City shall find that proposed alterations and demolitions are consistent with eight priority policies set forth in Section 101.1 of the Planning Code. These eight policies are listed below. Please state how the Project is consistent or inconsistent with each policy. Each statement should refer to specific circumstances or conditions applicable to the property. Each policy must have a response. If a given policy does not apply to your project, explain why it is not applicable.

Please respond to each policy. If it is not applicable, explain why.

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

This policy is not applicable since the subject property is not within a neighborhood serving retail zone and has no retail use currently.
2. That existing housing and neighborhood character be conserved and protected in order to preserve the cultural and economic diversity of our neighborhoods;

The approval of this application will contribute to improvements in the building facade that will in turn contribute to improving and preserving neighborhood character so therefore approval of the permit is consistent with this priority policy
3. That the City's supply of affordable housing be preserved and enhanced;

Since this request for dwelling unit removal does not threaten an affordable unit but instead allows an extended family a housing option not available otherwise, this policy does not apply.
4. That commuter traffic not impede Muni transit service or overburden our streets or neighborhood parking;

This policy is not applicable since the subject property is not within a commercial zone and/or will not impact transportation services.

13 0433 D

Please explain how the proposed project complies with the following:

5. 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;

This policy does not apply since the subject property is not in an industrial zone nor does it involve development that generates employment opportunities.

6. That the City achieve the greatest possible preparedness to protect against injury and loss of life in an earthquake;

The removal of the dwelling unit will be part of a larger permit that brings the entire building up to current earthquake standards therefore this priority policy will be met

7. That landmarks and historic buildings be preserved; and

Removal of this dwelling unit is part of a larger alteration that will preserve and enhance the building's already acknowledged role as an historic resource and will contribute to improving the historic character of the surrounding neighborhood

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

This policy does not apply since the proposal does not involve light or shadow on public parks nor obstruction of vistas



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San Francisco Planning Department
Office of Analysis and Information Systems
PROPERTY INFORMATION REPORT

Block 0947 Lot 002 Census Tract 128 Census Block 2002

Site Address: 2853 - 2857 BRODERICK ST

Site Zip Code: 94123

OWNER

PAMELA J WHITEHEAD FAMILY T
PAMELA J WHITEHEAD, TRUSTEE
50 MAGDALENA COURT
MILL VALLEY CA 94941

PHYSICAL CHARACTERISTICS

Lot Frontage		Year Built	1900
Lot Depth		Stories	3
Lot Area	2757	Assessor Units	2
Lot Shape		Bedrooms	0
Building Sq.Ft.	2700	Rooms	13
Basement Sq.Ft.	0	Assessor Use	

PLANNING INFORMATION

Zoning RH-2
Height Limit 40-X
Planning District 2
SUD
SSD
Comments



SAN FRANCISCO PLANNING DEPARTMENT

RECEIPT

Printed 4/9/2013

1650 Mission St.
Suite 400
San Francisco,
CA 94103-2479

Transaction ID: T20130848

Date: 04/09/2013

Reception:
415.558.6378

Case Number: 2013.0433D 4/9/2013--2853 BRODERICK ST

Fax:
415.558.6409

Account No. 20131363

Planning
Information:
415.558.6377

Transaction

Type: Case Intake

Description: Dwelling Unit

Payer: Stephen A Antonaros

Check Number: 3527

Total Charge: \$3,587.00

Amount Paid: \$3,587.00

Balance: \$0.00

DOCKET COPY

For all cases other than Discretionary Review Requests filed by individuals, a Time & Materials fee will be charged if the cost of processing your case exceeds the initial fee.

Deposit Date:

SUMMIT

April 8, 2013

RE: VALUATION OF 2853 & 2857 BRODERICK STREET SAN FRANCISCO, CA

To Whom It May Concern:

My proposed pricing for these two units is as follows:

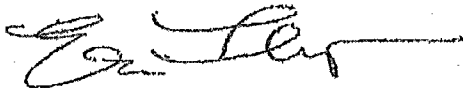
2853 Broderick: \$1,505,000

2857 Broderick: \$1,999,000

Enclosed you will find comparable sales that will support these values. Should you need anymore information please do not hesitate to contact me.

Best,

Erin Thompson

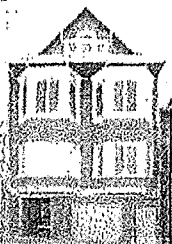


Summit Real Estate Group, Inc.
erinthompsonsf@gmail.com
(415) 531-9626
Lic #01777525

13.0433


Condo/Coop/TIC/Loft Client Brief w-Photo Report

Listings as of 04/08/13 at 3:49pm

MLS#: 400993	Condominium	Sold	310 Spruce	Presidio Heights	\$ 1,795,000
		D/S: 7/C	Cross St: Clay	City: San Francisco	Zip: 94118
		Block/Lot: 101174	Zoning:	~SqFt: 2214	Source: Per Appraiser
		BD: 4	BA: 2.50	Pkg: 1	OMD: 09/14
		HOA Dues: 400.00	# Units: 2	Floor #:	Yr Built: N #Rm
		Occupant Type: Owner	Rent:	Type:	Crt Conf: No
		DOM: 56	Probate: No	Open:	
		Brokers Tour:			


Marketing Remarks: Upper, two story, four bedroom, 2.5 bath house like condominium in charming Presidio Heights duplex. Large open dining/living room with hardwood floors, working gas fireplace and wall of bay windows. Remodeled kitchen with professional quality appliances and Carrera marble countertops. Bright family/play/hangout room. Main floor office. In-unit laundry. Two main floor bedrooms. Spacious master bedroom, remodeled bath, and office/family room are on the upper floor. South facing deck offering fantastic views. One car parking and shared storage.

Pending Date: 11/09/12 **Sold Date:** 11/27/12 **Sold Price:** \$ 1,750,000

MLS#: 403099	Condominium	Sold	3320 California St #3	Presidio Heights	\$ 1,826,000
		D/S: 7/C	Cross St: Walnut	City: San Francisco	Zip: 94118
		Block/Lot: 1020063	Zoning: Rm-1	~SqFt: 2583	Source: Per Tax Records
		BD: 4	BA: 3	Pkg: 2	OMD: 11/23/
		HOA Dues: 585.00	# Units: 4	Floor #:	Yr Built: 20
		Occupant Type: Vacant	Rent:	Type:	N #Rms:
		DOM: 28	Probate: No	Crt Conf:	
		Brokers Tour:	Open:	Open:	

Marketing Remarks: Four bedroom, three bathroom home with a deck, lovely Southern outlooks, two-car parking, and a WalkScore of 100! This recently-built beauty has soaring ceilings, radiant-heated floors, tons of light, and lovely finishes. Stunning great room with a fireplace and a beautifully-appointed kitchen. Convenient guest room or office on the main level, with a full bathroom. Three bedrooms, including the master suite, on the upper level. All of this only steps from Laurel Village!

Pending Date: 12/21/12 **Sold Date:** 01/08/13 **Sold Price:** \$ 1,850,000

MLS#: 402073	Condominium	Sold	2845 Baker St	Cow Hollow	\$ 1,550,000
		D/S: 7/D	Cross St: Greenwich	City: San Francisco	Zip: 94123
		Block/Lot: 0941035	Zoning:	~SqFt: 1767	Source: Per Tax Records
		BD: 4	BA: 2	Pkg: 1	OMD: 10/12/
		HOA Dues: 287.00	# Units: 2	Floor #:	Yr Built: 191
		Occupant Type: Vacant	Rent:	Type:	N #Rm
		DOM: 95	Probate: No	Crt Conf:	
		Brokers Tour:	Open:	Open:	

Marketing Remarks: This townhouse condominium is well located in one of the finest parts of Cow Hollow with immediate access to the Presidio and the Golden Gate Bridge for excellent outdoor recreational opportunities. This is the lower unit in a two unit building and is graced by high ceilings, open plan living/dining and a large walkout deck off of the master suite and den. Direct access to the unit from the garage is convenient as is the elevator which accesses both levels. The living room is accented with hardwood floors and a wood burning fireplace. The kitchen is open to the dining area and has abundant counter space and storage. Two bedrooms and a full bath complete this level. The lower level consists of the master suite and a study. One car pkg.

Pending Date: 01/15/13 **Sold Date:** 01/22/13 **Sold Price:** \$ 1,501,000

Presented By: Erin Thompson (Lic: 01777525) / Summit Real Estate Group, Inc (Lic: 01249361)
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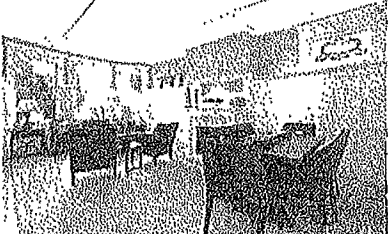
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U.S. Patent 6,810,045

Equal Opportunity Housing * All information deemed reliable, but not guaranteed.

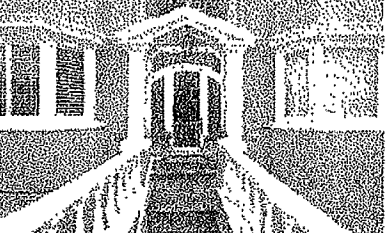
Condo/Coop/TIC/Loft Client Brief w-Photo Report

Listings as of 04/08/13 at 3:49pm

MLS#: 402658	Condominium	Sold	2444 Clay	Pacific Heights	\$ 1,695,000
		D/S: 7/B	Cross St: Webster	City: San Francisco	Zip: 94115
		Block/Lot: 0612037	Zoning: Rh2	~SqFt: 2600	Source: Per Owner
		BD: 4	BA: 2.50	Pkg: 1	OMD: 11/02
		HOA Dues: 344.40	# Units: 3	Floor #:	Yr Built: 19
		Occupant Type: Vacant	Rent:	Type:	N #Rms:
		DOM: 8	Probate: No	Crt Conf:	
		Brokers Tour:	Open:	Open:	


Marketing Remarks: Gorgeous house-like full floor flat w/ beautiful period details thruout. Features 4 bedrooms (4th bedrm, could also be used a home office with built-in desk), 2.5 bathrms, formal living room with bay windows & fireplace, dining room with fireplace & charming built-ins combined with a family room adjacent to kitchen, eat-in remodeled kitchen with Viking stove & Miele DW w/an adjacent finished room that c/b a 2nd family room or kids playroom with access to the stairs down to the deeded patio. Hardwood floors throughout, 1-car garage parking & extra storage. Perfectly located just steps to Fillmore Street's shops and restaurants & Alta Plaza Park. 1st Open is Sunday, Nov 4th - 2-4pm. Don't miss this incredible flat at incredible price!!

Pending Date: 11/10/12 **Sold Date:** 11/30/12 **Sold Price:** \$ 1,800,000

MLS#: 405159	Condominium	Sold	2179 Pacific Ave	Pacific Heights	\$ 2,290,000
		D/S: 7/B	Cross St: Buchanan	City: San Francisco	Zip: 94115
		Block/Lot: 0590027	Zoning: Rh2	~SqFt: 2740	Source: Per Appraiser
		BD: 4	BA: 2.50	Pkg: 1	OMD: 02/22/
		HOA Dues: 600.00	# Units: 4	Floor #:	Yr Built: 19
		Occupant Type: Vacant	Rent:	Type:	N #Rms:
		DOM: 4	Probate: No	Crt Conf:	
		Brokers Tour:	Open:	Open:	

Marketing Remarks: Elegant, remodeled house-like condominium in handsome 4-unit Edwardian building. Situated in prime Pacific Heights location, this 2 level, TOP FLOOR unit showcases architectural details including beautiful inlaid hardwood floors, fireplaces, crown molding, wainscoting, built-in cabinetry in living and formal dining rooms, leaded glass, Balustrade railings, & skylights. Chef's kitchen w/breakfast nook & quality appliances, adjoining family area w/new deck. Open layout w/ large LR, FDR w/balcony, & gracious entryway - Ideal for sophisticated city living. Master suite boasts fireplace, & stunning BAY VIEWS! 3 additional, spacious bedrooms. Remodeled baths w/Waterwork fixtures.

Pending Date: 02/26/13 **Sold Date:** 03/26/13 **Sold Price:** \$ 2,290,000

MLS#: 404191	Stock Cooperative	Sold	2121 Broadway #6	Pacific Heights	\$ 2,200,000
		D/S: 7/B	Cross St: Webster	City: San Francisco	Zip: 94115
		Block/Lot: 580306	Zoning:	~SqFt:	Source: Not Available
		BD: 4	BA: 4	Pkg: 2	OMD: 01/18/
		HOA Dues: 1500.00	# Units: 7	Floor #:	Yr Built: 19
		Occupant Type: Vacant	Rent:	Type:	N #Rm:
		DOM: 11	Probate: No	Crt Conf:	
		Brokers Tour:	Open:	Open:	

Marketing Remarks: Just a few blocks to the shops and restaurants of upper Fillmore and within walking distance to two of the city's most exclusive private schools this cooperative residence offers the best of city living. This full floor apartment is flooded with natural light and has stunning views of the Bay and Alcatraz. Located on the 6th floor of a 7 floor bldg the floor plan is perfect for both entertaining and casual day to day living. The 4BRs are located at the rear of the building allowing for peace and quiet while the separate den has a lovely E view of downtown. The resident manager, additional storage and 2 car prkg make this a great urban retreat. OFFERS due Monday 1/28 by 2:00pm. Please allow at least 72 hours for non-resident seller response.

Pending Date: 01/29/13 **Sold Date:** 03/06/13 **Sold Price:** \$ 2,620,000

Presented By: Erin Thompson (Lic: 01777625) / Summit Real Estate Group, Inc (Lic: 01249361)
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 U.S. Patent 6,910,045

Equal Opportunity Housing * All information deemed reliable, but not guaranteed.

Project Information

Case No. 2013.0433
Project Name 2853 BRODERICK ST
Cross Streets Filbert & Broderick Street
Sponsor Stephen Antonaros
santonaros@sbcglobal.net
Community Liaison

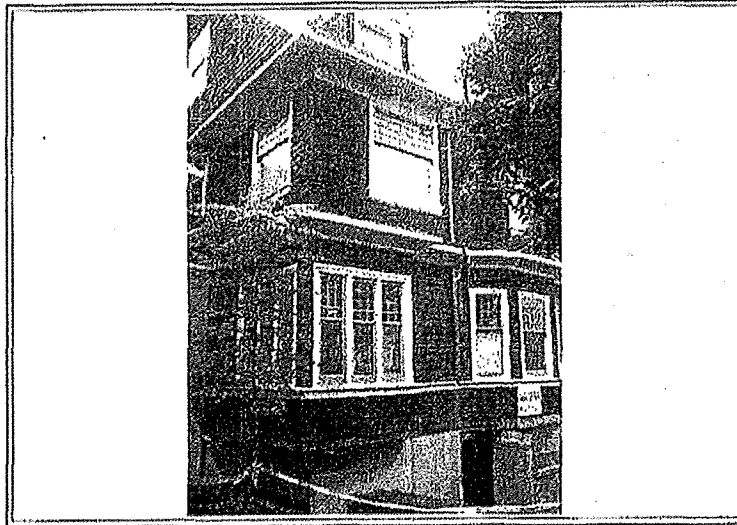
Description Removing a dwelling unit.

<u>Suffix</u>	<u>File Date</u>	<u>Case Information</u>	<u>Planner</u>	<u>Supervisor</u>	<u>Docket Location</u>
D	04/09/2013	101.1 &317		DAVID LINDSAY	NORTHWEST
	<u>Construction Cost</u>	<u>Initial Fee</u>		<u>Balance</u>	<u>Status</u>
	\$0.00	\$3,587.00		\$0.00	Active
	<u>Comments</u>				

Action Date Action

Motion Number

APPRAISAL OF



LOCATED AT:

2853-2857 Broderick Street
San Francisco, CA 94941

CLIENT:

Pam Whitehead
50 Magdalena Ct
Mill Valley, CA 94941

AS OF:

December 2, 2013

BY:

Roger A. Ostrem

To: Pam Whitehead

Regarding: 2853-2857 Broderick Street, San Francisco Appraisal

Date: 02/11/2014

Pam,

I recently appraised the property located 2853-2857 Broderick Street in San Francisco for you. The intended use of the appraisal was to assist in determining whether the 2-unit building could be converted to a single family house, per the City of San Francisco's Planning Department guidelines. The appraisal assignment asked for a separate valuation of each of the building's two units.

In March 2010 the interior of the house was burned in an arson fire and the interior was gutted as a result of the damage. My appraisal values the property as if it was rebuilt to its original use and then assigns a separate value to each of the two units. Since 2-unit buildings are not sold as individual units but rather as one building, the appropriate methodology for valuing each unit in the subject property is to analyze and assign values to similar 2-unit sales comps with each comp valued as one entire building rather than as two separate units, since the two units are not sold separately. The two units are then assumed to each add a contributory value to the total value of the building in an amount equal to the percentage of space occupied by that unit.

The value of 2853-2857 Broderick, when valued as a 2-unit building, is \$3,550,000 as of 12/02/2013 (refer to Reconciliation, page 2 of appraisal report). 2853-2857 Broderick consists of approximately 4,372 sf of space (refer to Appraisal Addendum entitled Quality and Condition of Property). 2853 Broderick occupies approximately 1,882 sf, or 43% of the entire building; 2857 Broderick occupies approximately 2,490 sf or 57% of the entire building. Each unit provides a contributory value to the entire building in direct proportion to its percentage of the entire building. Therefore, based on the percentage of space occupied by each unit, the value for each unit, if valued separately, is:

2853 Broderick: \$1,526,500

2857 Broderick: \$2,023,500

Using a similar methodology, each of the five comps in the appraisal report can be given a separate unit value based on their individual percentage of space occupied in the building. Following is a breakdown of individual unit values for each of the comps, which can then be compared to the subject's individual unit values:

2853 Broderick: \$1,526,500

Comp 1: \$1,480,417

Comp 2: \$1,538,500

Comp 3: \$2,221,111

Comp 4: \$1,977,083

Comp 5: \$1,501,250

2857 Broderick: \$2,023,500

Comp 1: \$2,072,583

Comp 2: \$1,538,500

Comp 3: \$1,776,889

Comp 4: \$2,767,917

Comp 5: \$2,101,750

It can be concluded that the individual values assigned to each unit in the subject property are well supported in the marketplace.

Roger Ostrem

Greenhill Appraisal

License #AR028299

December 5, 2013

Pam Whitehead
50 Magdalena Ct
Mill Valley, CA 94941

File Number: 20131127PW

In accordance with your request, I have appraised the real property at:

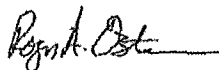
2853-2867 Broderick Street
San Francisco, CA 94941

The purpose of this appraisal is to develop an opinion of the defined value of the subject property, as improved.
The property rights appraised are the fee simple interest in the site and improvements.

In my opinion, the defined value of the property as of December 2, 2013 is:

\$3,550,000
Three Million Five Hundred Fifty Thousand Dollars

The attached report contains the description, analysis and supportive data for the conclusions,
final opinion of value, descriptive photographs, assignment conditions and appropriate certifications.


Roger A. Ostrem

Residential Appraisal Report

File No. 20131127PW

The purpose of this appraisal report is to provide the client with a credible opinion of the defined value of the subject property, given the intended use of the appraisal.

Client Name/Intended User: Pam Whitehead E-mail: whiteheadwest@msn.com
Client Address: 50 Magdalena Ct City: Mill Valley State: CA Zip: 94941
Additional Intended User(s): Client's designated associates

Intended Use: Determine the contributory market value of each unit in a 2-unit house, with the intended purpose of consolidating the existing 2-unit property into a single family house.

Property Address: 2853-2857 Broderick Street City: San Francisco State: CA Zip: 94941
Owner of Public Record: 2853 Broderick LLC County: San Francisco

Legal Description: Refer to preliminary title report
Assessor's Parcel #: 0947-002 **Tax Year:** 2012 **R.E. Taxes \$:** 2,131

Neighborhood Name: Cow Hollow **Map Reference:** 647-F4 **Census Tract:** 128.00
Property Rights Appraised: Fee Simple Leasehold Other (describe)

My research: I did I did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.
Prior Sale/Transfer: Date: 05/30/2012 Price: \$1,800,000 Source(s): County Records

Analysis of prior sale or transfer history of the subject property (and comparable sales, if applicable): Within the past 36 months the subject recorded a sale from the Inger M Conrad Trust to the PJ Whitehead Family Trust, with a sales price of \$1,800,000, recorded on 05/30/2012. The subject later recorded a transfer from the PJ Whitehead Family Trust to 2853 Broderick LLC on 05/09/2013 with no recorded transaction value. The comps have not recorded additional sales in the 12 months prior to the effective date of this appraisal.

Offerings, options and contracts as of the effective date of the appraisal: None

Neighborhood Characteristics				One-Unit Housing Trends			One-Unit Housing		Present Land Use %			
Location	<input checked="" type="checkbox"/> Urban	<input type="checkbox"/> Suburban	<input type="checkbox"/> Rural	Property Values	<input checked="" type="checkbox"/> Increasing	<input type="checkbox"/> Stable	<input type="checkbox"/> Declining	PRICE	AGE	One-Unit	50 %	
Built-Up	<input checked="" type="checkbox"/> Over 75%	<input type="checkbox"/> 25-75%	<input type="checkbox"/> Under 25%	Demand/Supply	<input type="checkbox"/> Shortage	<input checked="" type="checkbox"/> In Balance	<input type="checkbox"/> Over Supply	\$(000)	(yrs)	2-4 Unit	20 %	
Growth	<input type="checkbox"/> Rapid	<input checked="" type="checkbox"/> Stable	<input type="checkbox"/> Slow	Marketing Time	<input checked="" type="checkbox"/> Under 3 mths	<input type="checkbox"/> 3-6 mths	<input type="checkbox"/> Over 6 mths	860 Low	5	Multi-Family	20 %	
Neighborhood Boundaries: Bounded on the north by Lombard Street, on the south by Green Street, on the east by Van Ness Avenue and on the west by Lyon Street.				6,300 High		150	Commercial	2,200 Pred.		85	Other	%

Neighborhood Description: The subject's neighborhood is built out with a mixture of residential land uses including single family homes, condos, TICs and multi-unit residential buildings. The neighborhood is very well maintained and many properties in the area have been remodeled or upgraded. The neighborhood has retail districts that run along Union Street and Fillmore Street. The area is within walking distance to the Marina Green and the adjacent San Francisco Bay. All community services are available.

Market Conditions (including support for the above conclusions): A review of District 7 (Pacific Hts, Presidio Hts, Marina, Cow Hollow) market conditions for 2-unit houses reveals the following: Over the past 12 months there have been 25 sales; during the same time period median prices for 2-unit properties increased from \$2,000,000 to \$2,200,000; the number of days on the market decreased from 30 to 16. Currently there are 6 listings on the MLS with an average list price of \$2,530,000.

Dimensions: 34.5 x 80 Area: 2,757 sf Shape: Rectangular View: City Streets

Specific Zoning Classification: RH-2 **Zoning Description:** Residential Housing District, 2 Units
Zoning Compliance: Legal Legal Nonconforming (Grandfathered Use) No Zoning Illegal (describe)

Is the highest and best use of the subject property as improved (or as proposed per plans and specifications) the present use? Yes No If No, describe: Highest and best use is conversion to a single family house as currently being proposed per plans and specs.

Utilities	Public	Other (describe)	Public	Other (describe)	Off-site Improvements—Type	Public	Private
Electricity	<input checked="" type="checkbox"/>		Water	<input checked="" type="checkbox"/>	Street	Asphalt	<input checked="" type="checkbox"/>
Gas	<input checked="" type="checkbox"/>		Sanitary Sewer	<input checked="" type="checkbox"/>	Alley	None	<input type="checkbox"/>

Site Comments: Subject site is typical of the neighborhood.

GENERAL DESCRIPTION		FOUNDATION		EXTERIOR DESCRIPTION materials		INTERIOR materials	
Units	<input type="checkbox"/> One <input type="checkbox"/> One w/ Acc. Unit <input checked="" type="checkbox"/> 2	Concrete Slab	<input checked="" type="checkbox"/> Crawl Space	Foundation Walls	Concrete	Floors	Hardwood
# of Stories	4	Full Basement	<input type="checkbox"/> Partial Basement	Exterior Walls	Wood Shingle	Walls	Sheetrock
Type	<input checked="" type="checkbox"/> Det. <input type="checkbox"/> Att. <input type="checkbox"/> S-Det./End Unit	Basement Area	0 sq. ft.	Roof Surface	Shingle	Trim/Finish	Wood/Paint
	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed <input type="checkbox"/> Under Const.	Basement Finish	0 %	Gutters & Downspouts	Galvanized	Bath Floor	Tile
Design (Style)	Traditional	Outside Entry/Exit	<input type="checkbox"/> Sump Pump	Window Type	Single Pane	Bath Wainscot	Tile
Year Built	circa 1900			Storm Sash/Insulated	None	Car Storage	None
Effective Age (Yrs)	75			Screening	None	<input checked="" type="checkbox"/> Driveway # of Cars	0
Aidc	<input type="checkbox"/> None	Heating	<input checked="" type="checkbox"/> FWH <input type="checkbox"/> HW <input type="checkbox"/> Radiant	Amenities	<input type="checkbox"/> Wood Stove(s) #	Driveway Surface	Concrete
	<input type="checkbox"/> Drop Stair <input type="checkbox"/> Stairs	Other	Fuel Gas	Fireplace(s) #	4	Garage # of Cars	2
	Floor	<input checked="" type="checkbox"/> Scatter	Cooling	Central Air Conditioning	<input checked="" type="checkbox"/>	Carport # of Cars	0
	Finished	Heated	Individual	Other	None	Att. Det. Built-In	<input checked="" type="checkbox"/>

Appliances: Refrigerator Range/Oven Dishwasher Disposal Microwave Washer/Dryer Other (describe)

Finished area above grade contains: 12 Rooms 6 Bedrooms 5 Bath(s) 4,372 Square Feet of Gross Living Area Above Grade.

Additional Features: 2853 Broderick consists of 1,882 sf (43 % of total space) and has 5 rooms/2 bedrooms/2 baths.
 2857 Broderick consists of 2,490 sf (57 % of total space) and has 7 rooms/4 bedrooms/3 baths.

Comments on the Improvements: See Attached Addendum

Residential Appraisal Report

File No. 20131127PW

FFATURE	SUBJECT	COMPARABLE SALE NO. 1	COMPARABLE SALE NO. 2	COMPARABLE SALE NO. 3			
2853-2857 Broderick Street		2821-2823 Broderick Street	2051-2053 Broadway	2405 Washington Street			
Address San Francisco		San Francisco	San Francisco	San Francisco			
Proximity to Subject		0.03 miles S	0.75 miles ESE	0.71 miles ESE			
Sale Price		\$ 3,560,000	\$ 3,160,000	\$ 3,750,000			
Sale Price/Gross Liv. Area		\$ 788 sq. ft.	\$ 904 sq. ft.	\$ 962 sq. ft.			
Date Source(s)		San Francisco MLS# 396733	San Francisco MLS# 412369	San Francisco MLS# 401725			
Verification Source(s)		County Doc# J517977-00	County Doc# J763571-00	County Doc# J532633-00			
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	(1) \$ Adjustment	DESCRIPTION	(1) \$ Adjustment	DESCRIPTION	(1) \$ Adjustment
Sale or Financing Concessions		Trust Sale		No Concessions		No Concessions	
Date of Sale/Time		Cash Sale		Conventional		Conventional	
Location	Urban	Urban		Urban		Urban	
Leasehold/Fee Simple	Fee Simple	Fee Simple		Fee Simple		Fee Simple	
Site	2,757 sf	4,097 sf		3,436 sf		3,223 sf	
View	City Streets	City Streets		City Streets		City Streets	
Design (Style)	Traditional	Traditional		Traditional		Victorian	
Quality of Construction	Good	Good		Good		Good	
Actual Age	113+/-	104		65		113+/-	
Condition	Fair	Average	-320,000	Average	-320,000	Average	-320,000
Above Grade	Total Rooms Baths	Total Rooms Baths		Total Rooms Baths		Total Rooms Baths	
Room Count	12 6 5	12 6 5		10 4 4	25,000	9 6 3.1	40,000
Gross Living Area	4,372 sq. ft.	4,520 sq. ft.	-37,000	3,485 sq. ft.	222,000	3,900 sq. ft.	118,000
Basement & Finished Rooms Below Grade	None	None		None		None	
Functional Utility	Average	Average		Average		Average	
Heating/Cooling	FWA/None	FWA/None		FWA/None		FWA/None	
Energy Efficient Items	None	None		None		None	
Garage/Carport	2 Car Garage	2 Car Garage		2+ Car Garage		1 Car Garage	35,000
Porch/Patio/Deck	Decks	Decks		Patio		Garden	
Unit 1	5 Rm/2 BR/2 BA	5 Rm/2 BR/2 BA		5 Rm/2 BR/2 BA		5 Rm/2 BR/1 BA	
Unit 2	7 Rm/4 BR/3 BA	7 Rm/4 BR/3 BA		5 Rm/2 BR/2 BA		4 Rm/4 BR/2.1 BA	
Net Adjustment (Total)		()+ (X)- \$ 7,000		()+ (X)- \$ 73,000		(X)+ ()- \$ 248,000	
Adjusted Sales Price of Comparables		Net Adj. -0.2% Gross Adj. 19.9% \$ 3,553,000		Net Adj. -2.3% Gross Adj. 18.0% \$ 3,077,000		Net Adj. 6.6% Gross Adj. 23.7% \$ 3,998,000	
Summary of Sales Comparison Approach See Attached Addendum							

SALES COMPARISON APPROACH

COST APPROACH TO VALUE	
Site Value Comments: The area is built out and there are no recent land sales of vacant sites to support an estimate of site value using the sales comparison approach. Site value is determined by allocation using the county assessor's tax records as a basis for arriving at results. Per the county assessor, land values in the area are typically high, ranging from 60%-70% of total value. The subject's land value is estimated at the high end of the range.	
ESTIMATED () REPRODUCTION OR (X) REPLACEMENT COST NEW	OPINION OF SITE VALUE = \$ 2,485,000
Source of cost data: Marshall & Swift, Local Contractors	Dwelling 4,372 Sq. Ft. @ \$ 475 = \$ 2,076,700
Quality rating from cost service: 6.0 Effective date of cost data: 12/02/2013	Sq. ft. @ \$ = \$
Comments on Cost Approach (gross living area calculations, depreciation, etc)	
See Attached Addendum	Garage/Carport 504 Sq. Ft. @ \$ 150 = \$ 75,600
	Total Estimate of Cost-New = \$ 2,152,300
	Less 150 Physical Functional External
	Depreciation 1,130,800 = \$ (1,130,800)
	Depreciated Cost of Improvements = \$ 1,021,500
	"As-is" Value of Site Improvements = \$ 50,000
	INDICATED VALUE BY COST APPROACH = \$ 3,556,500

INCOME APPROACH TO VALUE	
Estimated Monthly Market Rent \$	n/a X Gross Rent Multiplier n/a = \$ n/a Indicated Value by Income Approach
Summary of Income Approach (including support for market rent and GRM) Rent control is in effect in San Francisco. Rent control reduces the income potential of a property, which results in an artificially lower value for the property. Therefore, the income approach is not considered to be a reliable indicator of value and is not used in this appraisal assignment.	
Indicated Value by:	Sales Comparison Approach \$ 3,550,000 Cost Approach (if developed) \$ 3,556,500 Income Approach (if developed) \$ n/a
The reconciled value of the subject is \$3,550,000 as of the effective date of this appraisal. Individual contributory values have been assigned to each unit based on the percentage of square footage of each unit. The value for each unit is as follows:	
2853 Broderick:	\$3,550,000 x 43% = \$1,526,500
2857 Broderick:	\$3,550,000 x 57% = \$2,023,500

This appraisal is made (X) "as is," () subject to completion per plans and specifications on the basis of a hypothetical condition that the improvements have been completed.
 () subject to the following repairs or alterations on the basis of a hypothetical condition that the repairs or alterations have been completed () subject to the following:

Based on the scope of work, assumptions, limiting conditions and appraiser's certification, my (our) opinion of the defined value of the real property that is the subject of this report is \$ 3,550,000 as of 12/02/2013, which is the effective date of this appraisal.

Residential Appraisal Report

File No. 20131127PW

FEATURE	SUBJECT	COMPARABLE SALE NO. 4		COMPARABLE SALE NO. 5		COMPARABLE SALE NO. 6	
2863-2867 Broderick Street Address San Francisco		2847-2849 Washington St San Francisco		1655-1657 Beach Street San Francisco			
Proximity to Subject		0.48 miles SSE		0.68 miles NE			
Sale Price	\$	\$ 6,300,000		\$ 4,100,000		\$	
Sale Price/Gross Liv. Area	\$ sq. ft.	\$ 978 sq. ft.		\$ 1,005 sq. ft.		\$ sq. ft.	
Data Source(s)		San Francisco MLS# 4056003		San Francisco MLS# 414385			
Verification Source(s)		County Doc# J662136-00		Real Estate Agent			
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	(+) \$ Adjustment	DESCRIPTION	(-) \$ Adjustment	DESCRIPTION	(+) \$ Adjustment
Sale or Financing Concessions		No Concessions		Active Listing			
Date of Sale/Time		Conventional		10/18/2013 List			
Location	Urban	Urban	530,000	Urban			
Leaschold/Fee Simple	Fee Simple	Fee Simple		Fee Simple			
Site	2,757 sf	3,510 sf		3,436 sf			
View	City Streets	City Streets		City Streets			
Design (Style)	Traditional	Victorian		Spanish Med.			
Quality of Construction	Good	Good		Good			
Actual Age	113+/-	113+/-		82			
Condition	Fair	V. Good/Remod	-820,000	V. Good/Remod	-570,000		
Above Grade Room Count	Total Bdrms Bths	Total Bdrms Bths		Total Bdrms Bths		Total Bdrms Bths	
	12 6 5	12 6 5		12 6 5			
Gross Living Area	4,372 sq. ft.	5,430 sq. ft.	-265,000	4,080 sq. ft.	73,000	sq. ft.	
Basement & Finished Rooms Below Grade	None	None		None			
Functional Utility	Average	Average		Average			
Heating/Cooling	FWA/None	FWA/None		FWA/None			
Energy Efficient Items	None	None		None			
Garage/Carport	2 Car Garage	2 Car Garage		2+ Car Garage			
Porch/Patio/Deck	Decks	Patio		Decks			
Unit 1	5 Rm/2 BR/2 BA	5 Rm/2 BR/2 BA		5 Rm/2 BR/2 BA			
Unit 2	7 Rm/4 BR/3 BA	7 Rm/4 BR/3 BA		7 Rm/4 BR/3 BA			
Net Adjustment (Total)		[], [X] -	\$ 553,000	[], [X] -	\$ 497,000	[X], [],	\$ 0
Adjusted Sale Price of Comparables		Net Adj. -10.5%		Net Adj. -12.1%		Net Adj. 0.0%	
		Gross Adj. 30.5%	\$ 4,745,000	Gross Adj. 16.7%	\$ 3,603,000	Gross Adj. 0.0%	\$ 0
Summary of Sales Comparison Approach	See Attached Addendum						



Scope of Work, Assumptions and Limiting Conditions

Scope of work is defined in the Uniform Standards of Professional Appraisal Practice as "the type and extent of research and analyses in an assignment." In short, scope of work is simply what the appraiser did and did not do during the course of the assignment. It includes, but is not limited to: the extent to which the property is identified and inspected, the type and extent of data researched, the type and extent of analyses applied to arrive at opinions or conclusions.

The scope of this appraisal and ensuing discussion in this report are specific to the needs of the client, other identified intended users and to the intended use of the report. This report was prepared for the sole and exclusive use of the client and other identified intended users for the identified intended use and its use by any other parties is prohibited. The appraiser is not responsible for unauthorized use of the report.

The appraiser's certification appearing in this appraisal report is subject to the following conditions and to such other specific conditions as are set forth by the appraiser in the report. All extraordinary assumptions and hypothetical conditions are stated in the report and might have affected the assignment results.

1. The appraiser assumes no responsibility for matters of a legal nature affecting the property appraised or title thereto, nor does the appraiser render any opinion as to the title, which is assumed to be good and marketable. The property is appraised as though under responsible ownership.
 2. Any sketch in this report may show approximate dimensions and is included only to assist the reader in visualizing the property. The appraiser has made no survey of the property.
 3. The appraiser is not required to give testimony or appear in court because of having made the appraisal with reference to the property in question, unless arrangements have been previously made thereto.
 4. Neither all, nor any part of the content of this report, copy or other media thereof (including conclusions as to the property value, the identity of the appraiser, professional designations, or the firm with which the appraiser is connected), shall be used for any purposes by anyone but the client and other intended users as identified in this report, nor shall it be conveyed by anyone to the public through advertising, public relations, news, sales, or other media, without the written consent of the appraiser.
 5. The appraiser will not disclose the contents of this appraisal report unless required by applicable law or as specified in the Uniform Standards of Professional Appraisal Practice.
 6. Information, estimates, and opinions furnished to the appraiser, and contained in the report, were obtained from sources considered reliable and believed to be true and correct. However, no responsibility for accuracy of such items furnished to the appraiser is assumed by the appraiser.
 7. The appraiser assumes that there are no hidden or unapparent conditions of the property, subsoil, or structures, which would render it more or less valuable. The appraiser assumes no responsibility for such conditions, or for engineering or testing, which might be required to discover such factors. This appraisal is not an environmental assessment of the property and should not be considered as such.
 8. The appraiser specializes in the valuation of real property and is not a home inspector, building contractor, structural engineer, or similar expert, unless otherwise noted. The appraiser did not conduct the intensive type of field observations of the kind intended to seek and discover property defects. The viewing of the property and any improvements is for purposes of developing an opinion of the defined value of the property, given the intended use of this assignment. Statements regarding condition are based on surface observations only. The appraiser claims no special expertise regarding issues including, but not limited to: foundation settlement, basement moisture problems, wood destroying (or other) insects, pest infestation, radon gas, lead based paint, mold or environmental issues. Unless otherwise indicated, mechanical systems were not activated or tested.
- This appraisal report should not be used to disclose the condition of the property as it relates to the presence/absence of defects. The client is invited and encouraged to employ qualified experts to inspect and address areas of concern. If negative conditions are discovered, the opinion of value may be affected.
- Unless otherwise noted, the appraiser assumes the components that constitute the subject property improvement(s) are fundamentally sound and in working order.
- Any viewing of the property by the appraiser was limited to readily observable areas. Unless otherwise noted, attic and crawl space areas were not accessed. The appraiser did not move furniture, floor coverings or other items that may restrict the viewing of the property.
9. Appraisals involving hypothetical conditions related to completion of new construction, repairs or alteration are based on the assumption that such completion, alteration or repairs will be competently performed.
 10. Unless the intended use of this appraisal specifically includes issues of property insurance coverage, this appraisal should not be used for such purposes. Reproduction or replacement cost figures used in the cost approach are for valuation purposes only, given the intended use of the assignment. The Definition of Value used in this assignment is unlikely to be consistent with the definition of Insurable Value for property insurance coverage/usage.
 11. The ACI General Purpose Appraisal Report (SPAR™) is not intended for use in transactions that require a Fannie Mae 1004/Fredtite Mac 70 form, also known as the Uniform Residential Appraisal Report (URAR).

Additional Comments Related To Scope Of Work, Assumptions and Limiting Conditions

An on-site inspection of the land and improvements was conducted. The improvements were measured from approved architect's plans and a sketch of the floor plan was produced. The condition of the property was analyzed. The neighborhood was inspected. Regional, city and neighborhood demographic data was analyzed. The current zoning status of the site was verified with the applicable city/county planning department. The flood zone status of the property was investigated and reported. Recent, comparable sales transactions were selected from the subject's neighborhood and analyzed. Data sources include the multiple listing service, realtors, and county records accessed through the county assessor's office. Three approaches to value were used, or considered, to determine an opinion of value. The three approaches include the sales comparison approach, the cost approach and the income capitalization approach.

The appraiser did not review the title report and a title report was not made available to the appraiser.

The appraiser inspected visible and accessible areas only.

The appraiser is not a professional home inspector and this appraisal should not be relied upon to disclose possible building defects that may exist. The appraiser does not guarantee that the house is free of defects. The appraiser recommends the enlistment of a qualified home inspector if such an investigation is required.

The appraiser did not conduct an investigation to discover the presence of mold, asbestos, urea formaldehyde, radon or other potentially hazardous materials that may affect the property and its value. The appraiser is not qualified to determine the cause of mold, the type of mold that may be present or whether the mold might pose a risk to the property or its inhabitants. The appraiser is not an environmental inspector and is not an expert in the field of hazardous material investigation. The appraiser recommends the enlistment of a qualified expert in the field of hazardous material investigation if such an investigation is required.

The appraiser did not conduct research to uncover information about the location of possible adverse, external conditions in the neighborhood.

Residential Appraisal Report

File No. 20131127PW

Appraiser's Certification

The appraiser(s) certifies that, to the best of the appraiser's knowledge and belief:

- 1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are the appraiser's personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. Unless otherwise stated, the appraiser has no present or prospective interest in the property that is the subject of this report and has no personal interest with respect to the parties involved.
4. The appraiser has no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
5. The appraiser's engagement in this assignment was not contingent upon developing or reporting predetermined results.
6. The appraiser's compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
7. The appraiser's analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
8. Unless otherwise noted, the appraiser has made a personal inspection of the property that is the subject of this report.
9. Unless noted below, no one provided significant real property appraisal assistance to the appraiser signing this certification. Significant real property appraisal assistance provided by:

Additional Certifications:

This appraisal is developed and reported in compliance with the Uniform Standards of Professional Appraisal Practice. I certify that, to the best of my knowledge and belief, I have not performed any additional services regarding the subject property, as an appraiser, or in any other capacity, within the 3 year time period immediately preceding acceptance of this appraisal assignment.

Definition of Value: [X] Market Value [] Other Value:

Source of Definition: Appraisal Institute Dictionary of Real Estate Appraisal

Market value is defined as the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- (1) buyer and seller are typically motivated,
(2) both parties are well informed and well advised and acting in what they consider their own best interest,
(3) a reasonable time is allowed for exposure in the open market,
(4) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto, and
(5) the price represents the normal consideration of the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

ADDRESS OF THE PROPERTY APPRAISED:

2853-2857 Broderick Street
San Francisco, CA 94941

EFFECTIVE DATE OF THE APPRAISAL: 12/02/2013

APPRAISED VALUE OF THE SUBJECT PROPERTY \$ 3,550,000

APPRAISER

Signature: [Signature]
Name: Roger A. Ostrem
State Certification #: ARO28299
or License #:
or Other (describe): State #:
State: CA
Expiration Date of Certification or License: 09/08/2015
Date of Signature and Report: 12/04/2013
Date of Property Viewing: 12/02/2013
Degree of property viewing:
[X] Interior and Exterior [] Exterior Only [] Did not personally view

SUPERVISORY APPRAISER

Signature:
Name:
State Certification #:
or License #:
State:
Expiration Date of Certification or License:
Date of Signature:
Date of Property Viewing:
Degree of property viewing:
[] Interior and Exterior [] Exterior Only [] Did not personally view



ADDENDUM

Client: Pam Whitehead	File No.: 20131127PW	
Property Address: 2853-2857 Broderick Street	Case No.:	
City: San Francisco	State: CA	Zip: 94941

Quality and Condition of Property

The subject is a 2-unit house. The lower unit is 2853 Broderick and the upper unit is 2857 Broderick. In March 2010 the interior of the house was burned in an arson fire and the interior was gutted as a result of the damage. The previous owner submitted plans to restore the property to its original use. The plans were approved and a permit was issued to rebuild the interior with an approved budget of \$320,000.

The lower unit consists of the original 1st floor consisting on 1,170 sf plus an additional 712 sf of space on the garage floor, now referred to as the 1st floor. The additional 712 sf of space is included in this appraisal as part of the lower unit since it was part of the plans submitted by the previous owner that were approved and legally permitted. Additionally, a 2-car garage was included in the approved plans and is also included in this appraisal.

On 05/30/2012 the house was sold to the current owner who is attempting to reconfigure the house from its original 2-unit use into a single family house. However, the intent of this appraisal is to value the two units individually and attribute a contributory market value to each. The appraisal therefore relies on the original configuration of the house and not on the newly proposed single family configuration.

The original configuration of 2853 Broderick was a 2 bedroom/2bath unit with a kitchen, living room and dining room. The new 712 sf addition, previously approved, is simply referred to as living space in this appraisal. The total square footage is 1,882 sf.

The original configuration of 2857 Broderick was a 4 bedroom/3 bath unit with a kitchen, living room and dining room. The unit consisted of 1,395 sf on the lower level and 1,095 sf on the upper level for a total of 2,490 sf.

The condition of the house is rated fair and the neighborhood standard is rated average. The interior of the house is currently gutted and, as a result, the condition of the subject is currently below the neighborhood standard. The original construction quality of the house is rated good and is similar to the surrounding neighborhood standard.

Comments on Sales Comparison

The search for comps involved analyzing sales of 2-unit buildings located in District 7. District 7, as defined by the San Francisco Association of Realtors, includes Pacific Hts, Presidio Hts, the Marina and the subject's immediate neighborhood of Cow Hollow. A typical buyer interested in purchasing within the subject's neighborhood would typically search for properties throughout District 7. Comps 1-4 are closed sales transactions. Comp 5 is an active listing.

Single family house sales and condo sales dominate the neighborhood sales market and the volume of 2-unit building sales is low. As a result, it is necessary to extend the search back in time approximately 18 months in order to have a sufficient number of similar property sales to analyze to produce a credible result.

Comps 1, 3 & 4 are adjusted for time at the rate of price increase posted for 2-unit buildings over the past 12 months. The 6 month period prior to the most recent 12 months recorded less price appreciation for 2-unit buildings and no additional adjustment for time is made for that period.

The subject has a typical site for the local market, which is matched by all of the comps. Site sizes differ moderately but all of the comps have a narrow street frontage and all have back yards that add little additional utility. Therefore despite moderate site size differences, the effective utility of the sites are all considered similar to the subject.

The subject's current condition is rated fair and an across the board line item adjustment has been made in order to bring the condition of the property back to its pre-fire condition of average, and in line with neighborhood standard. The line item adjustment is a cost to cure based on the previous owner's approved plans and budget to restore the property's pre-fire condition. The previous owner's budget was \$320,000 to make the restoration.

All of the comp's condition ratings are as of their close of escrow date. Comps 4 & 5 have additional condition adjustments since their condition exceeds the neighborhood average to which the subject is assumed to be restored to. In addition to the \$320,000 across the board adjustment, Comps 4 and 5 are adjusted by an additional \$500,000 and \$250,000, respectively, based on budget estimates provided by real estate agents for each property.

Since this appraisal has the intent of determining the contributory value of each of the subject's 2- units, a breakdown of each of the comps 2-units has been displayed. The comps are generally similar in bedroom/bathroom count as the subject. Comp 1's room breakdown has been estimated due to a lack of available information in the published county records and in the MLS.

Comp adjustments are based on a combination of matched pair analysis from appraisals done in the subject's market area and by relying on the appraiser's data files, which contain market data collected over time.

Primary weight in the sales comparison approach is given to Comp 1 because it is similar to the subject and is located on the same street and block as the subject; it differs primarily with regard to time of sale. Comp 1 has an adjusted sale price of \$3,553,000. Comps 1, 2 & 3 are all closed sales transactions with acceptable amounts of adjustment, their average adjusted sales price is \$3,542,000. Comp 4 is given tertiary weight due to its large gross adjustment, which exceeds typical guidelines. Comp 5 is an active listing that has been added to demonstrate the current asking price for a similar property. It is given secondary weight since its final sales price is unknown. Placing equal emphasis on both Comp 1, and on the average of Comps 1-3, results in a reconciled value of approximately \$3,550,000 for the subject using the sales comparison approach to value.

Cost Approach Comments

Due to the very low amount of home construction in the area, published cost manuals such as Marshall & Swift, etc. are generally less reliable than in many other areas. Cost data from Marshall & Swift is utilized in this report but is augmented by cost data collected from local general contractors and from the appraiser's files.

The age/life method has been used to determine depreciation. Due to updates and good maintenance, the effective age of

ADDENDUM

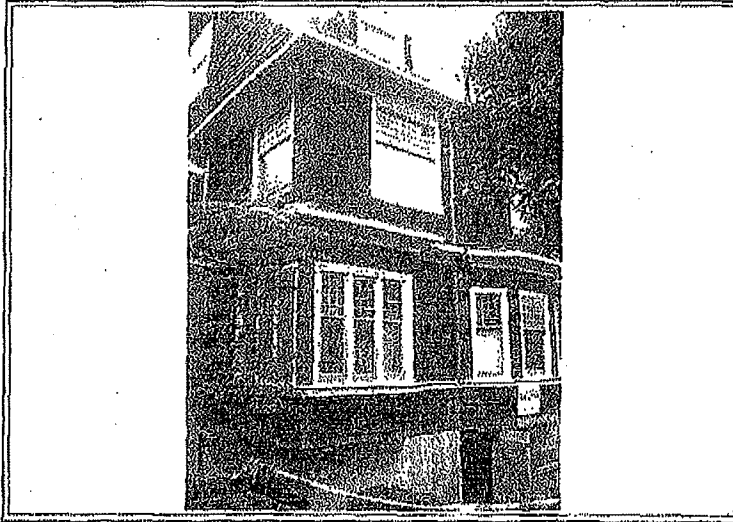
Client: Pam Whitehead	File No.: 20131127PW
Property Address: 2853-2857 Broderick Street	Case No.:
City: San Francisco	State: CA Zip: 94941

the improvements has been lowered.

Any cost approach information contained in this report, including any information provided under the heading "Cost Approach to Value" has been provided at the request of the client/intended user of this report. The provision of such information does not change the intended use or the intended client/user of this report. It should not be relied upon for the purpose of determining the amount or type of insurance coverage to be placed on the subject property. The appraiser assumes no liability for any insurable value estimate or opinion that is inferred from this information and does not guarantee that any insurable value estimate or opinion inferred from this report will result in the subject property being fully insured for any loss that may be sustained. The appraiser recommends that an insurance professional be consulted to determine the appropriate amount and type of insurance to be placed on the subject premises.

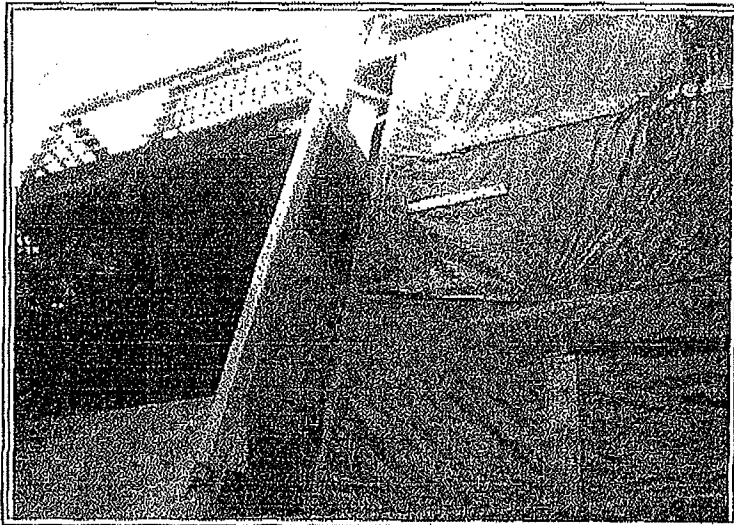
SUBJECT PROPERTY PHOTO ADDENDUM

Client: Pam Whitehead	File No.: 20131127PW
Property Address: 2853-2857 Broderick Street	Case No.:
City: San Francisco	State: CA Zip: 94941

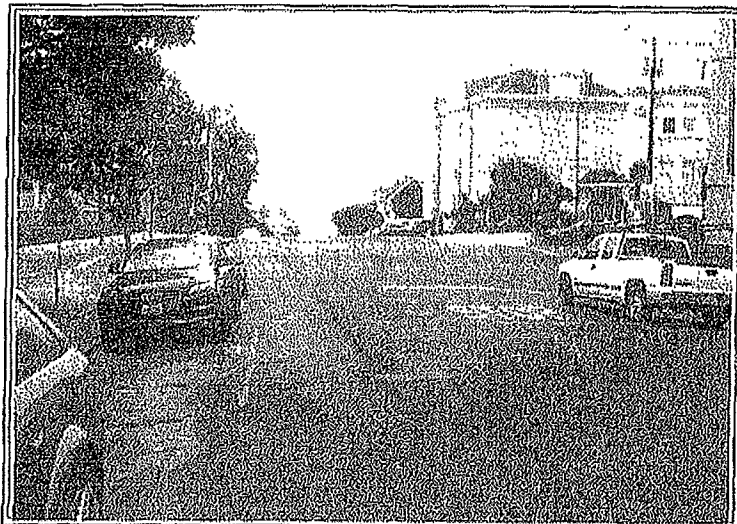


FRONT VIEW OF
SUBJECT PROPERTY

Appraised Date: December 2, 2013
Appraised Value: \$ 3,650,000



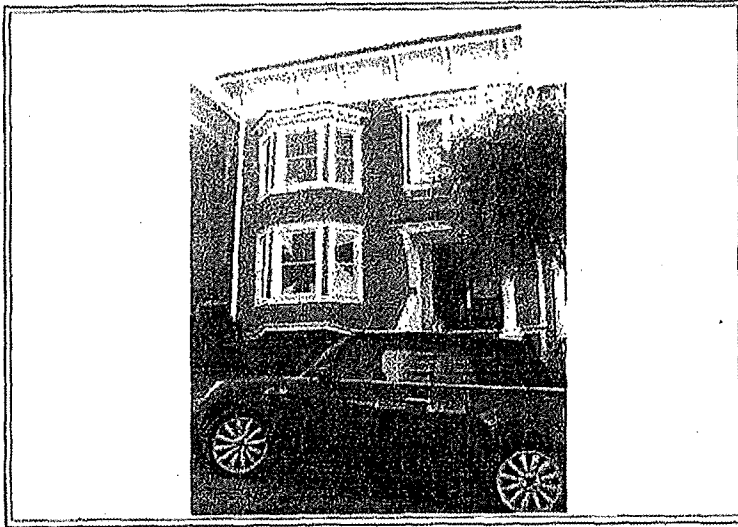
REAR VIEW OF
SUBJECT PROPERTY



STREET SCENE

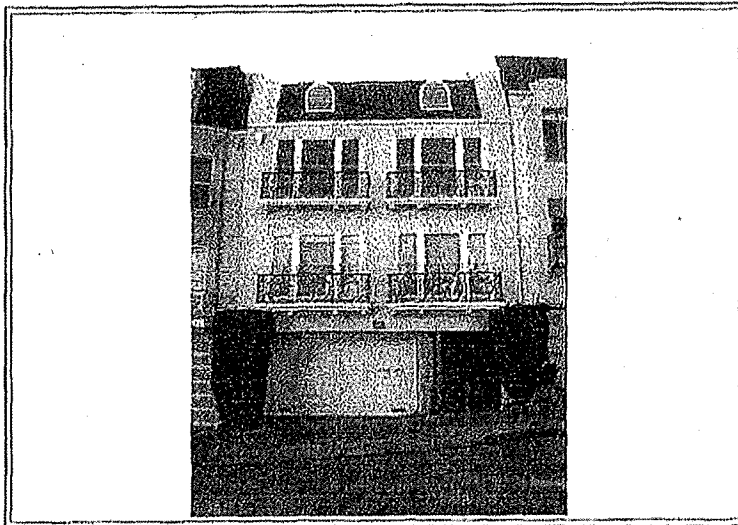
COMPARABLE PROPERTY PHOTO ADDENDUM

Client: Pam Whitehead	File No.: 20131127PW
Property Address: 2853-2857 Broderick Street	Case No.:
City: San Francisco	State: CA Zip: 94041



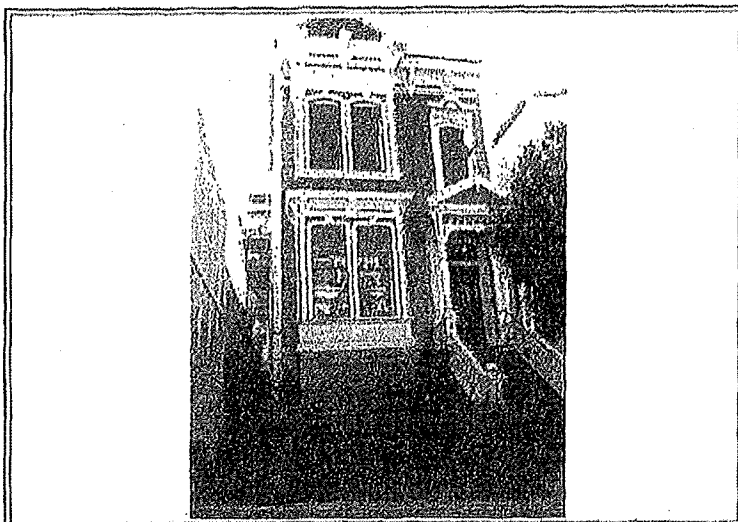
COMPARABLE SALE #1

2821-2823 Broderick Street
San Francisco
Sale Date: 05/25/2012
Sale Price: \$ 3,560,000



COMPARABLE SALE #2

2051-2053 Broadway
San Francisco
Sale Date: 09/27/2013
Sale Price: \$ 3,160,000

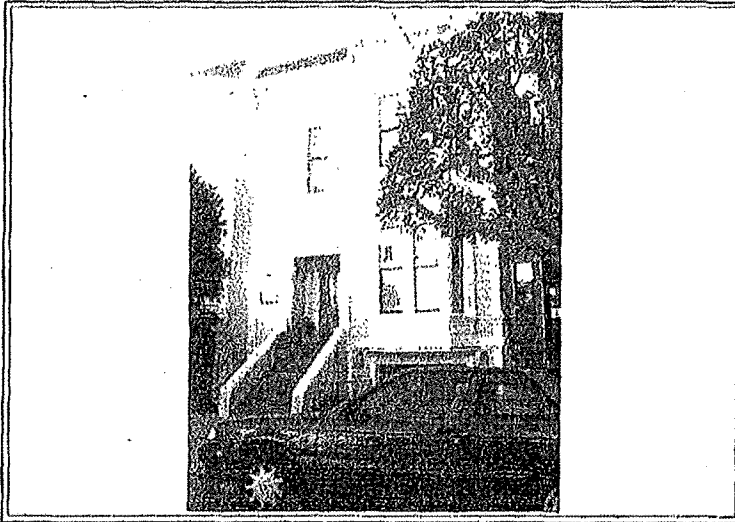


COMPARABLE SALE #3

2405 Washington Street
San Francisco
Sale Date: 10/26/2012
Sale Price: \$ 3,750,000

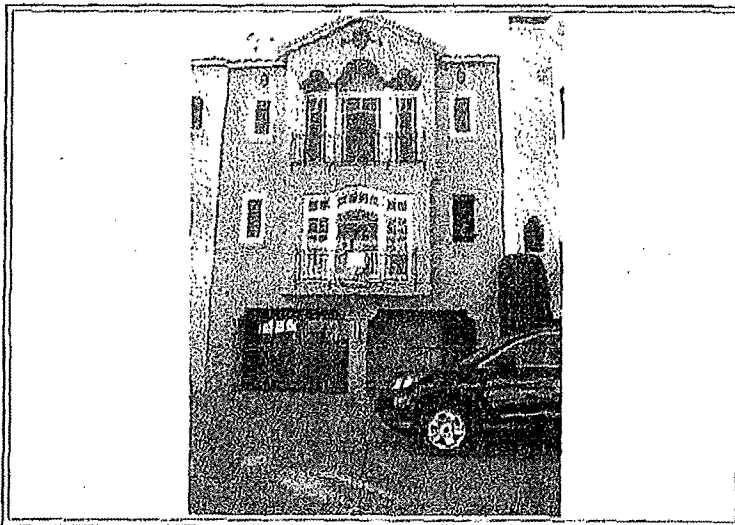
COMPARABLE PROPERTY PHOTO ADDENDUM

Client: Pam Whitehead	File No.: 20131127PW
Property Address: 2853-2857 Broderick Street	Case No.:
City: San Francisco	State: CA Zip: 94941



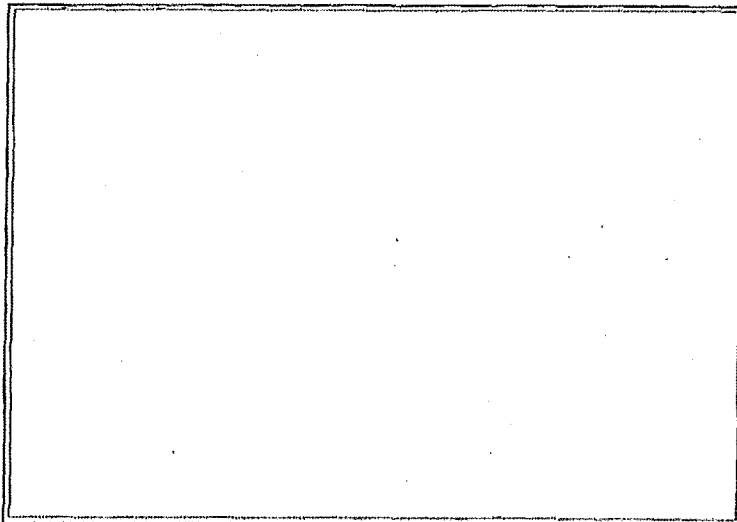
COMPARABLE SALE #4

2847-2849 Washington St
San Francisco
Sale Date: 05/21/2013
Sale Price: \$ 5,300,000



COMPARABLE SALE #5

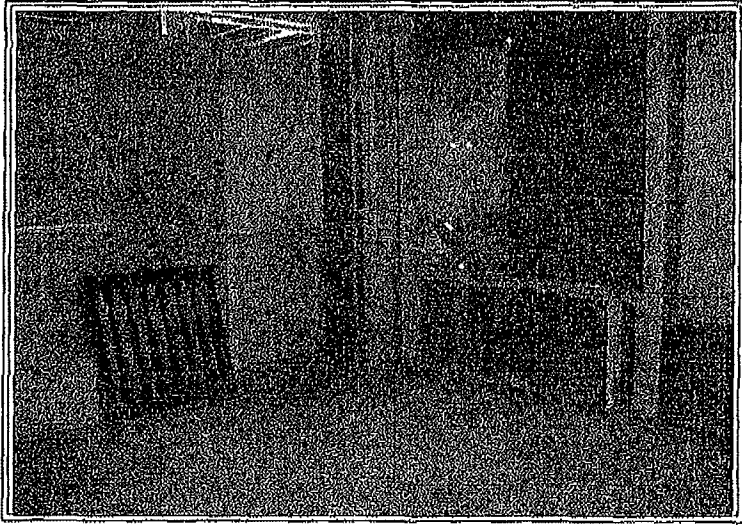
1655-1657 Beach Street
San Francisco
Sale Date: 10/18/2013 List
Sale Price: \$ 4,100,000



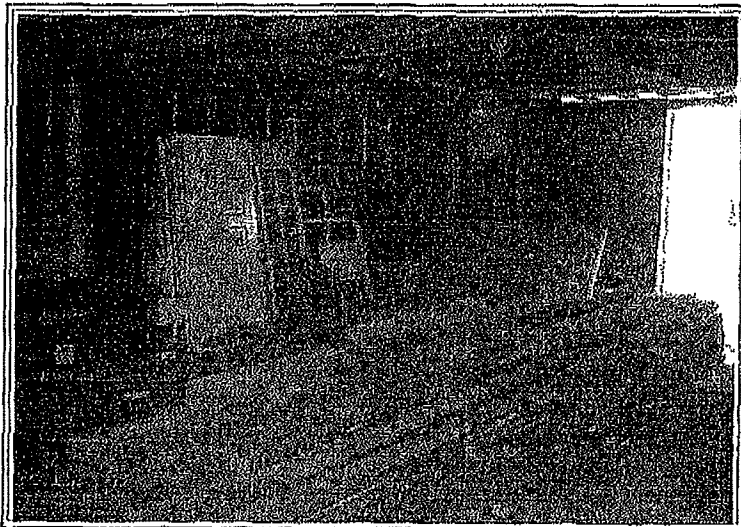
COMPARABLE SALE #6

Sale Date:
Sale Price: \$

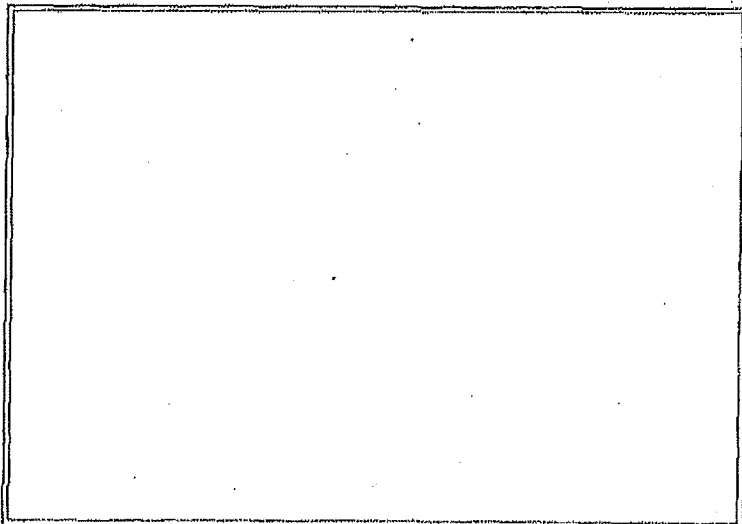
Client: Pam Whitehead	File No.: 20131127PW
Property Address: 2853-2857 Broderick Street	Case No.:
City: San Francisco	State: CA Zip: 94941

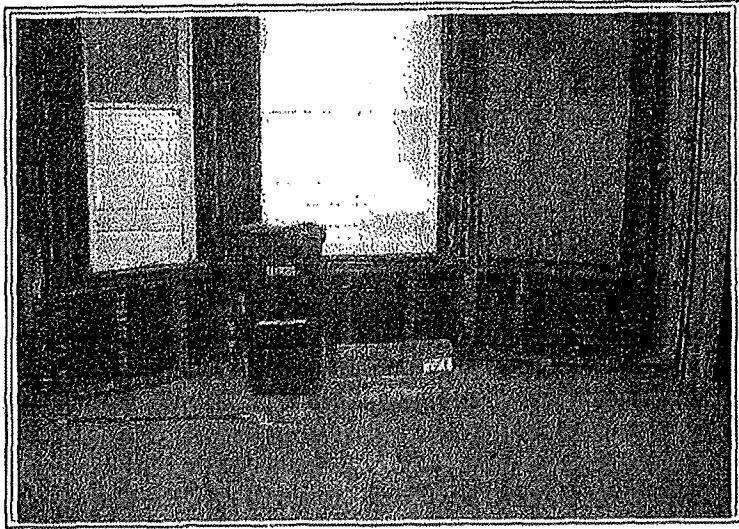


1st Floor Space
Living Area

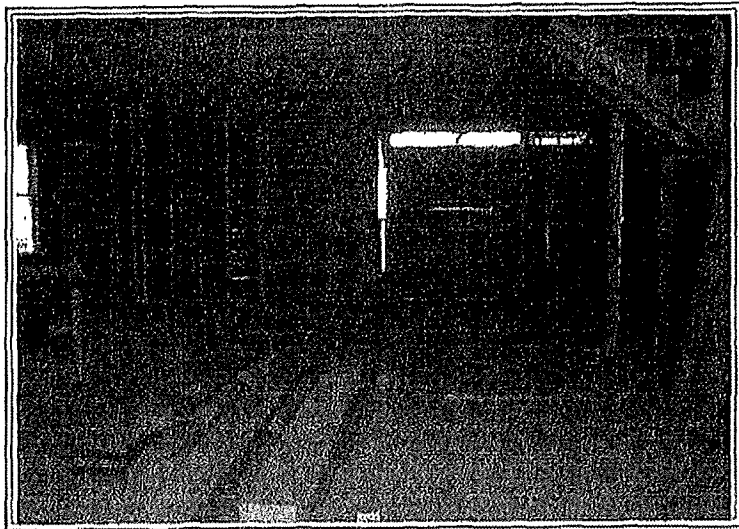


1st Floor Space
Garage

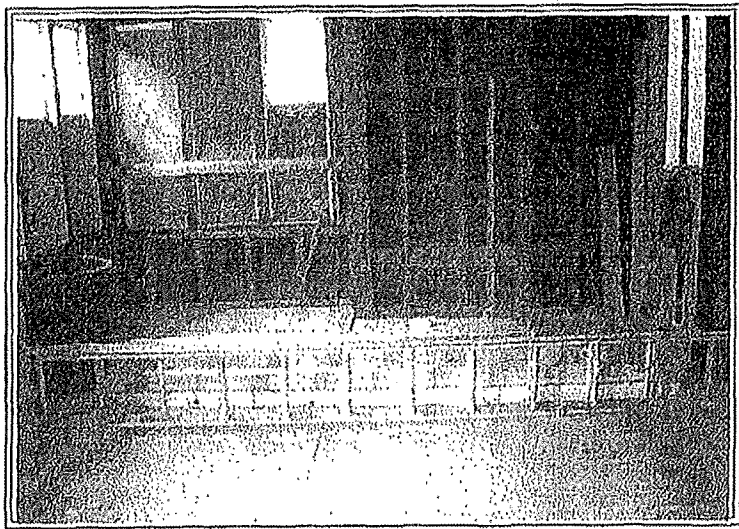




2nd Floor Space



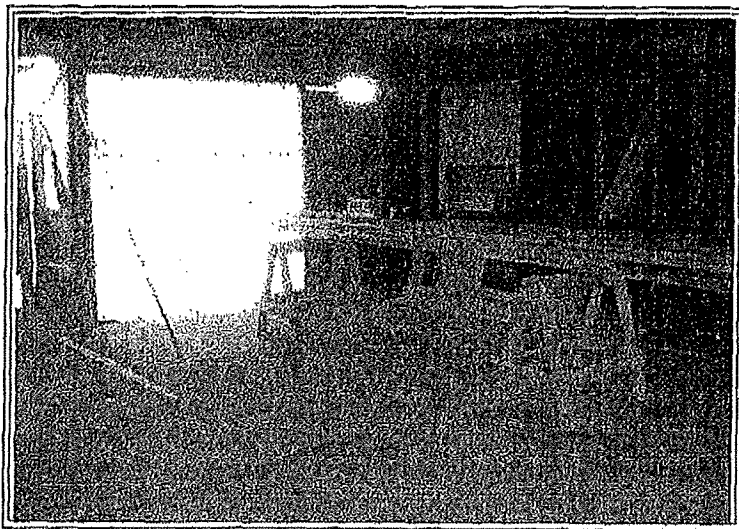
2nd Floor Space



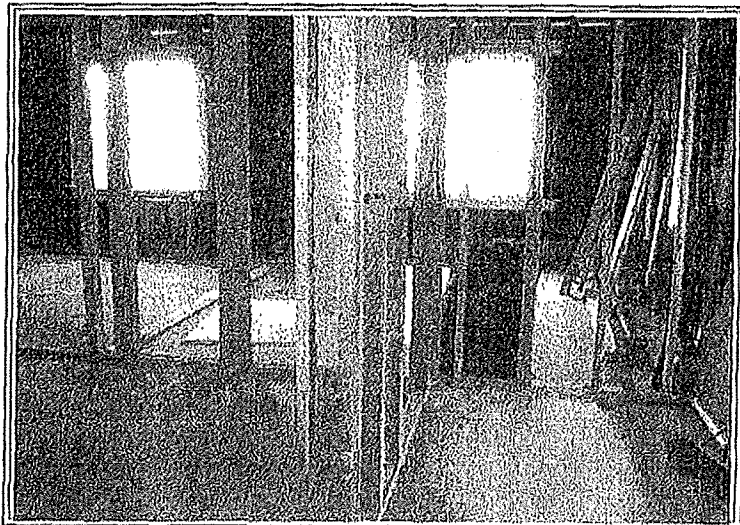
2nd Floor Space



3rd Floor Space

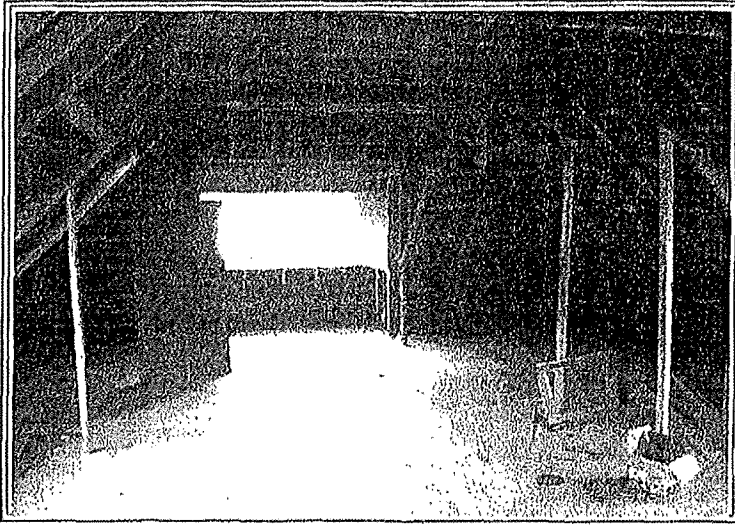


3rd Floor Space

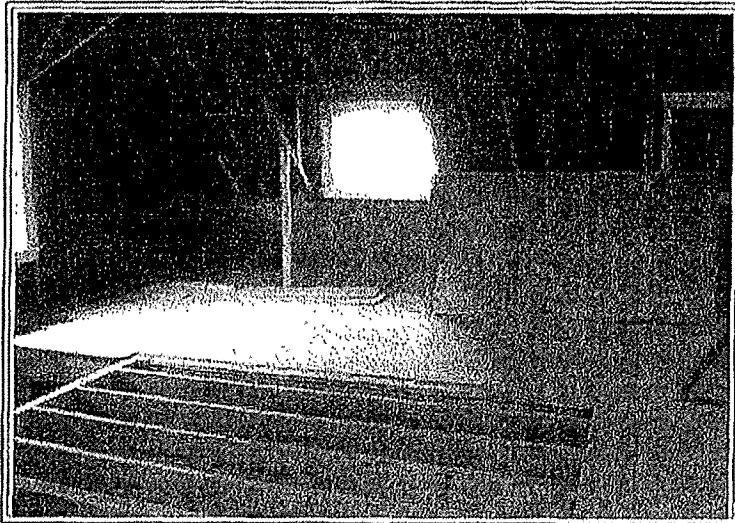


3rd Floor Space

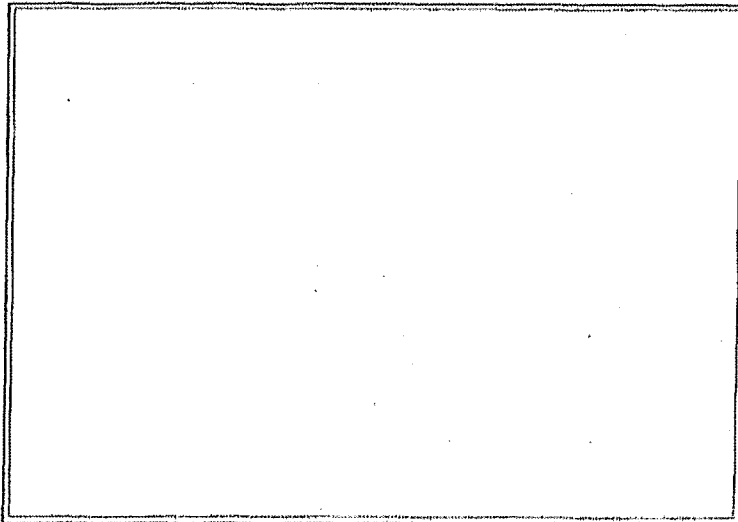
Client: Pam Whitehead	File No.: 20131127PW
Property Address: 2853-2857 Broderick Street	Case No.:
City: San Francisco	State: CA Zip: 94041



4th Floor Space

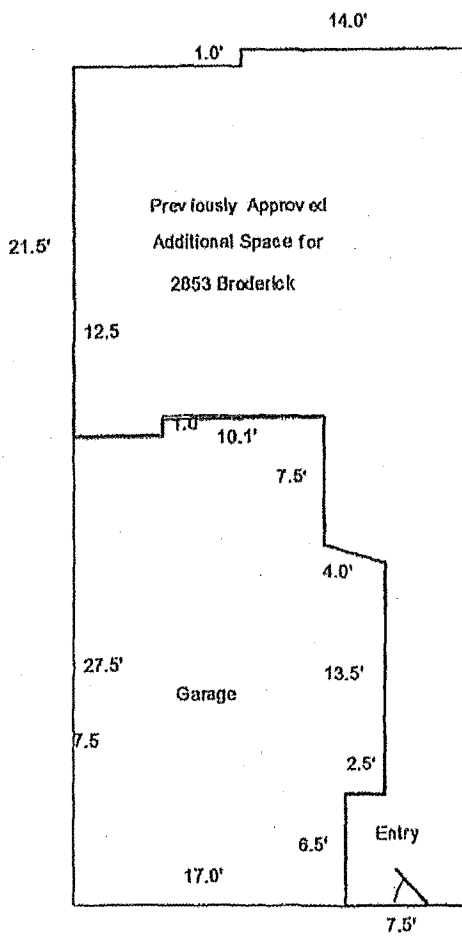


4th Floor Space

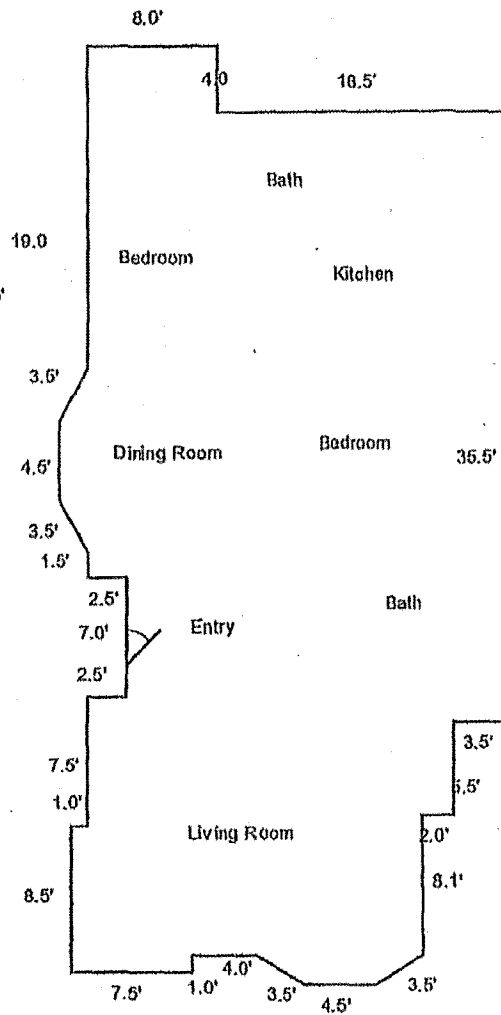


FLOORPLAN SKETCH

Client: Pam Whitehead	File No.: 20131127PW
Property Address: 2853-2857 Broderick Street	Case No.:
City: San Francisco	State: CA Zip: 94941



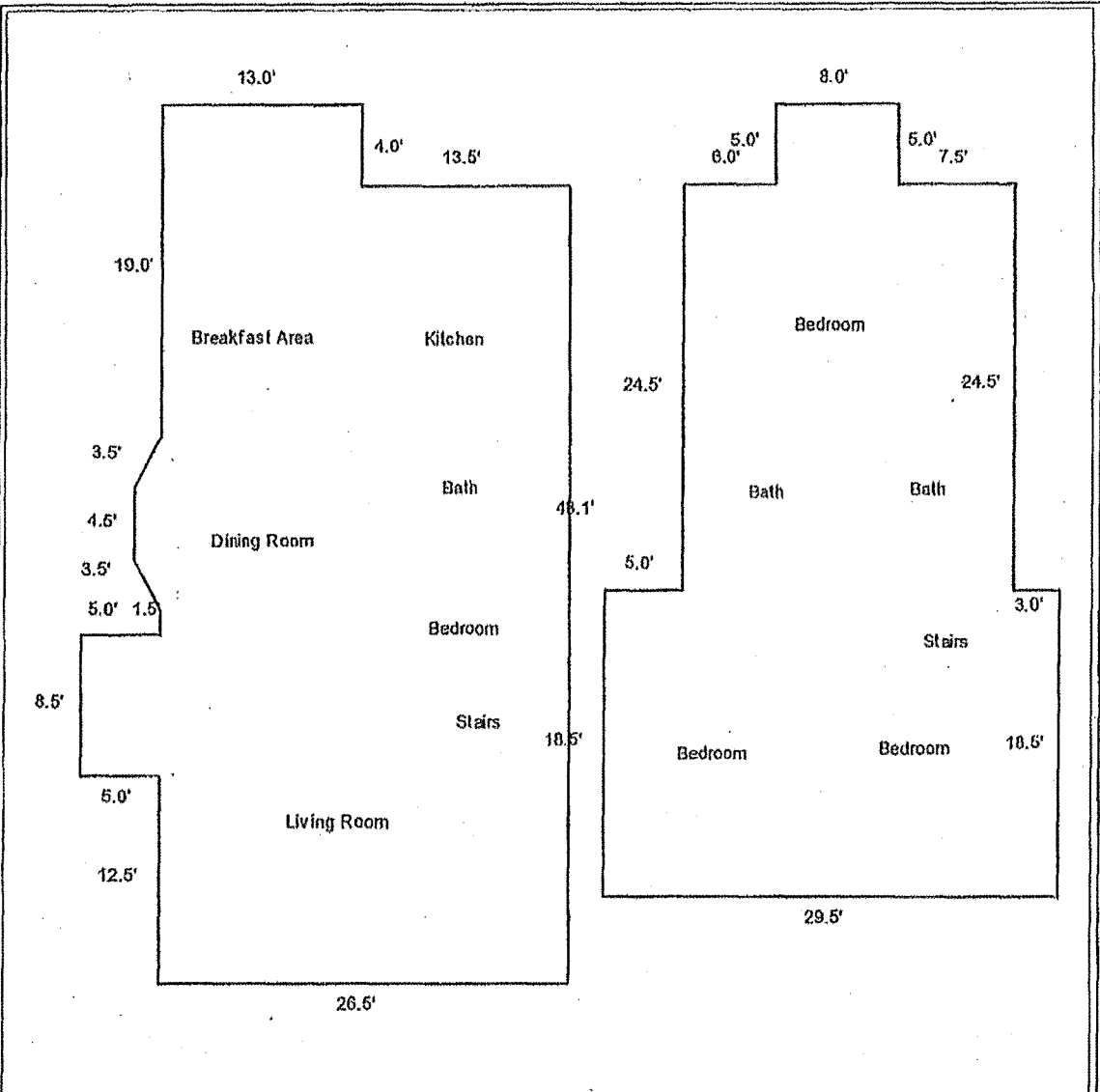
2853 Broderick First Floor



2853 Broderick Second Floor

FLOORPLAN SKETCH

Client: Pam Whitehead	File No.: 20131127PW
Property Address: 2853-2857 Broderick Street	Case No.:
City: San Francisco	State: CA Zip: 94941



2857 Broderick Third Floor

2867 Broderick Fourth Floor

SKETCH CALCULATIONS		Perimeter	Area
Living Area			
2853 Broderick First Floor			711.8
2853 Broderick Second Floor			1170.2
2857 Broderick Third Floor			1205.3
2857 Broderick Fourth Floor			1095.0
Total Living Area			4372.3
Garage Area			
Garage			503.7
Total Garage Area			503.7

PLAT MAP

Client: Pam Whitehead File No.: 20131127PW
 Property Address: 2853-2857 Broderick Street Case No.:
 City: San Francisco State: CA Zip: 94941

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lots 19 (aka lots 57150) (see 2011 roll)

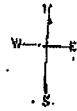
94.79

W A BLK 550

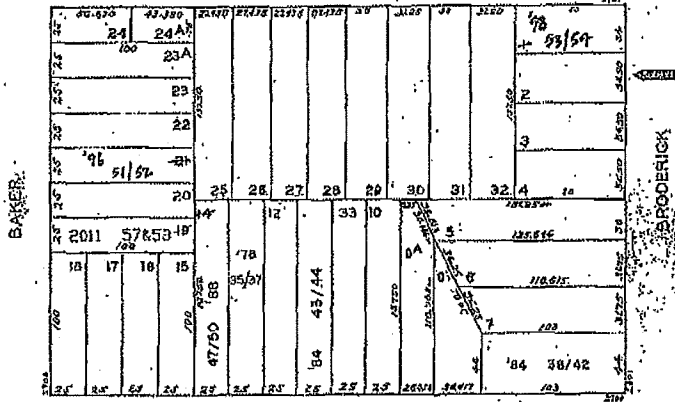
REVISED 173
 " 178
 " 184
 " 188
 " 196
 " 198
 Revised Roll

2853-2857 BRODERICK ST.
 A CONDOMINIUM

LOT	UNIT	% COMM AREA
53	2855	32
54	2859	48



FILBERT



UNION

2768 UNION STREET
 A CONDOMINIUM

LOT NO.	UNIT NO.	% COMMON AREA
35	2762	20.125
36	2764	37.315
37	2766	42.560

2750-2752 UNION ST.
 A CONDOMINIUM

LOT NO.	UNIT NO.	% COMMON AREA
43	2752	55.70
44	2750	44.22

2700-08 UNION ST.
 A CONDOMINIUM

LOT NO.	UNIT NO.	% COMMON AREA
38	2700	29
39	2702	18
40	2704	20
41	2706	19
42	2708	17

2774 UNION ST.
 A CONDOMINIUM

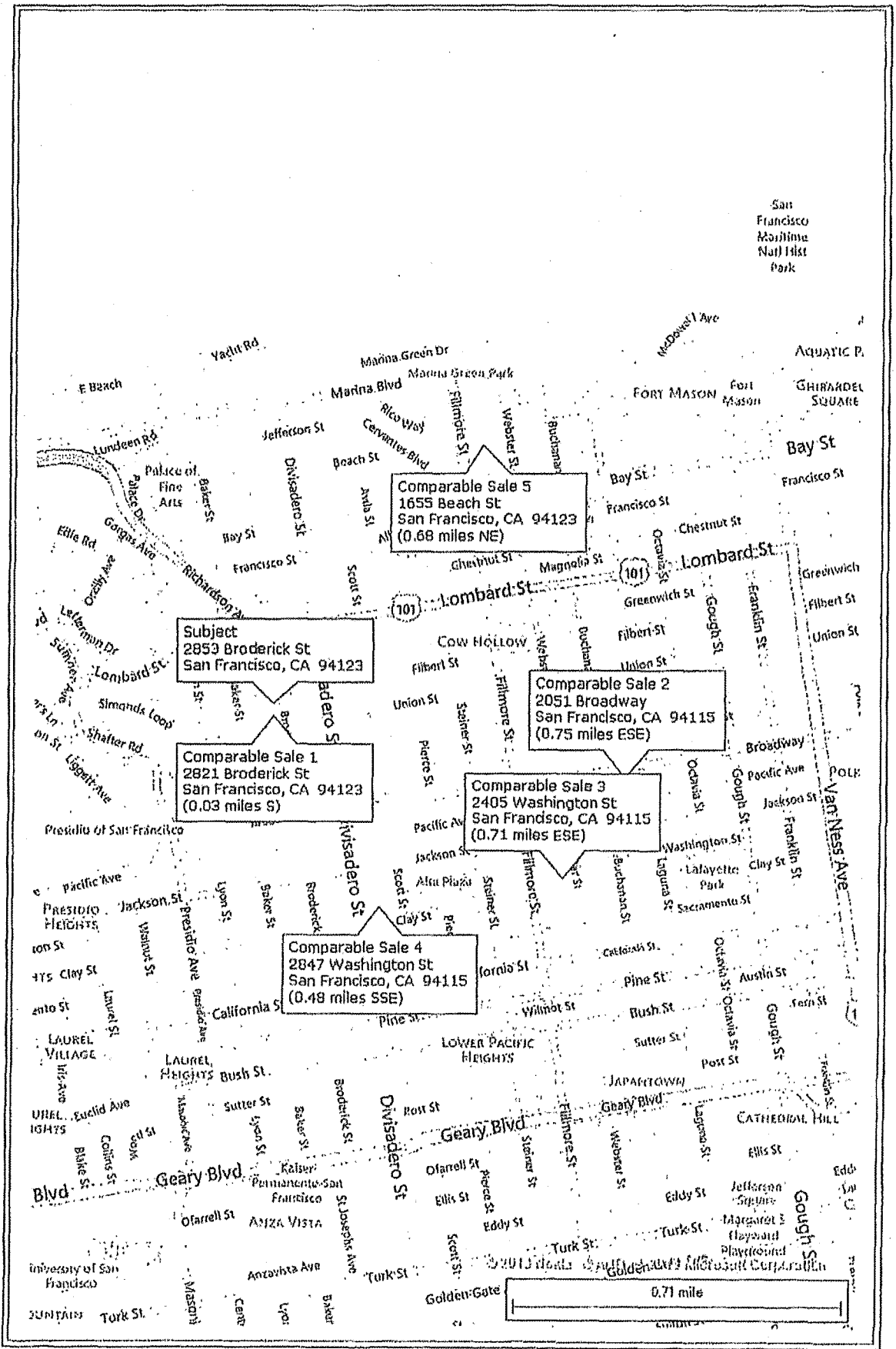
LOT	UNIT	% COMM AREA
47	1	13.786
48	2	18.307
49	3	18.275
50	4	18.633

2726-2728 UNION ST.
 A CONDOMINIUM

LOT	UNIT	% COMM AREA
51	2724	45
52	2726	55

LOCATION MAP

Client: Pam Whitehead File No.: 20131127PW
Property Address: 2853-2857 Broderick Street Case No.:
City: San Francisco State: CA Zip: 94941



WALKUP CLARK & ASSOCIATES
QUALITY REAL ESTATE APPRAISALS

RES
File No. 14K006CTL

APPRAISAL OF

A RESIDENTIAL UNIT HELD IN TENANCY COMMON OWNERSHIP

LOCATED AT:

2853 BRODERICK STREET
SAN FRANCISCO, CA 94123

CLIENT:

IRVING ZARETSKY
2845-2847 BRODERICK STREET
SAN FRANCISCO, CA 94123

AS OF:

December 2, 2013

BY:

TIMOTHY A LITTLE

WALKUP CLARK & ASSOCIATES
Individual Condominium Unit Appraisal Report

RES
 File No. 14K006CTL

The purpose of this appraisal report is to provide the client with a credible opinion of the defined value of the subject property, given the intended use of the appraisal.
 Client Name **IRVING ZARETSKY** E-mail **714515@GMAIL.COM**
 Client Address **2845-2847 BRODERICK STREET** City **SAN FRANCISCO** State **CA** Zip **94117**
 Additional Intended User(s) **IRVING ZARETSKY'S DELEGATED ASSOCIATES.**
 Intended Use **ASSET EVALUATION OF HYPOTHETICAL TIC UNIT DIVISION.**

Property Address **2853 BRODERICK STREET** City **SAN FRANCISCO** State **CA** Zip **94123**
 Owner of Public Record **WHITEHEAD, PAMELA J FAMILY TRUST** County **SAN FRANCISCO**
 Legal Description **LOT 2, BLOCK 0947 (SEE PRELIMINARY TITLE REPORT FOR A FULL LEGAL DESCRIPTION) #2853**
 Assessor's Parcel # **0947 - 002 (UNIT#2853)** Tax Year **2013** R.E. Taxes \$ **PROP 13**
 Neighborhood Name **COW HOLLOW** Map Reference **647/F4** Census Tract **0128.00**
 Property Rights Appraised Fee Simple Leasehold Other (describe) **FEE SIMPLE W/PARTIAL INTEREST AS TENANCY IN COMMON**
 My research did did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.
 Prior Sale Transfer: Date _____ Price _____ Source(s) **MLS/INDC/DATA**

Analysis of prior sale or transfer history of the subject property (and comparable sales, if applicable) **THE SUBJECT UNIT LAST SOLD AS A WHOLE FOR \$1,800,000 ON 05/30/2012 (DOC#0J42200809). NO SALES FOR THE SUBJECT UNIT WERE NOTED IN THE PAST 36 MONTHS. NO ADDITIONAL PRIOR TRANSFERS WERE NOTED FOR THE COMPARABLE SALES WITHIN THE PAST 12 MONTHS.**
 Offerings, options and contracts as of the effective date of the appraisal _____

Neighborhood Characteristics			Condominium Unit Housing Trends			Condominium Housing		Personal Land Use %			
Location	<input checked="" type="checkbox"/> Urban	<input type="checkbox"/> Suburban	<input type="checkbox"/> Rural	Property Values	<input checked="" type="checkbox"/> Increasing	<input type="checkbox"/> Stable	<input type="checkbox"/> Decreasing	PRICE	AGE	One Unit	40 %
Built-Up	<input checked="" type="checkbox"/> Over 75%	<input type="checkbox"/> 75-75%	<input type="checkbox"/> Under 25%	Demand/Supply	<input checked="" type="checkbox"/> Shortage	<input type="checkbox"/> In Balance	<input type="checkbox"/> Over Supply	\$ (000)	(yrs)	2-4 Unit	25 %
Growth	<input type="checkbox"/> Rapid	<input checked="" type="checkbox"/> Stable	<input type="checkbox"/> Slow	Marketing Time	<input checked="" type="checkbox"/> Under 3 mths	<input type="checkbox"/> 3-6 mths	<input type="checkbox"/> Over 6 mths	220 Low	0	Multi-Family	20 %
Neighborhood Boundaries	LOMBARD TO THE NORTH, GREEN TO THE SOUTH, LYON TO THE WEST, AND VAN NESS TO THE EAST.						1,900 High	110	Commercial		12 %
Neighborhood Description	SEE ATTACHED ADDENDUM.						750 Pred.	80	Other		3 %

Market Conditions (including support for the above conclusions) **SEE ATTACHED ADDENDUM.**

Topography **SLOPED** Size **2757 SF** Density **2 UNITS** View **NONE**
 Specific Zoning Classification **RJ12** Zoning Description **RESIDENTIAL, TWO FAMILY DWELLING**
 Zoning Compliance Legal Legal Nonconforming No Zoning Illegal (describe) _____
 Is the highest and best use of the subject property as improved (or as proposed per plans and specifications) the present use? Yes No If No, describe _____

Utilities: Public Other (describe) _____ Public Other (describe) _____ Off-site Improvements—Type: Public Private _____
 Electricity Water Street **ASPHALT**
 Gas Sanitary Sewer Alley **NONE**
 Site Comments **THE SUBJECT IS A TYPICAL INTERIOR SITE ON A RESIDENTIAL STREET STREET WITH LIGHT LEVELS OF TRAFFIC. THE SITE TOPOGRAPHY IS SLIGHTLY SLOPED. NO APPARENT ENCROACHMENTS, EASEMENTS OR ADVERSE SITE FACTORS NOTED.**

Data source(s) for project information **MLS, REAL ESTATE AGENT**
 Project Description Detached Row or Townhouse Garden Mid-Rise High-Rise Other (describe) **LOW RISE**

General Description	General Description	General Description	General Description	Project Info
# of Stories 3	Effective Age 10 YRS	Exterior Walls WD,SD/AVG+	Floor (spaces/units) 1/1	# of Units 2
# of Elevators 0	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed	Roof Surface TAR & GRVL	Type GARAGE	# of Units Completed 2
Year Built 1900	<input type="checkbox"/> Under Construction	Total # Parking 2	Guest Parking NONE	# of Units Rented 0

 Describe the condition of the project and quality of construction. **SEE ATTACHED ADDENDUM**
 Describe the common elements and recreational facilities. **GARAGE, & REAR YARD**

GENERAL DESCRIPTION	INTERIOR FINISHES	AMENITIES	APPLIANCES	CAR STORAGE
Floor # 1ST/2ND/MID	Floors HDWD/AVG+	Fireplace(s) # 0	<input checked="" type="checkbox"/> Refrigerator	None
# of Levels 2	Walls SHTRK/AVG+	Woodstove(s) # 0	<input checked="" type="checkbox"/> Range/Oven	<input checked="" type="checkbox"/> Garage <input type="checkbox"/> Covered <input type="checkbox"/> Open
Heating Type FAU Fuel GAS	Trim/Finish WD/PNTD/AVG+	Deck/Patio 0	<input checked="" type="checkbox"/> Disp <input checked="" type="checkbox"/> Microwave	# of Cars 1
<input type="checkbox"/> Central AC <input type="checkbox"/> Individual AC	Bath Wainscot TILE/AVG+	Pool/Balcony 0	<input checked="" type="checkbox"/> Dishwasher	<input type="checkbox"/> Assigned <input type="checkbox"/> Owned
<input checked="" type="checkbox"/> Other (describe) NONE	Doors HLLW CORE/AVG+	Other 0	<input checked="" type="checkbox"/> Washer/Dryer	Parking Space # _____

Finished area above grade contains: **5 Rooms 2 Bedrooms 2.0 Bath(s) 2,007 Square Feet of Gross Living Area Above Grade**
 Comments on the improvements: **THE SUBJECT UNIT IS THE 1ST/2ND/MID FLOOR UNIT THAT IS TO BE FINISHED TO AN AVERAGE STANDARD CONTAINING 3 BEDROOMS, A DINING ROOM AND 2 BATHROOM WITH A LARGE RECREATION ROOM ON THE LOWER FLOOR.**

THE UNIT WILL BE ELIGIBLE FOR STREAMLINED CONDOMINIUM CONVERSION AS A 2-UNIT BUILDING. THIS IS OF BENEFICIAL STATUS WITH REGARD TO TIC PROPERTY VALUE, BUT IS STILL CONSIDERED INFERIOR TO CONDOMINIUMS UNTIL THE SUBJECT IS OFFICIALLY CONVERTED TO CONDOMINIUM OWNERSHIP BY THE CITY.



WALKUP CLARK & ASSOCIATES
Individual Condominium Unit Appraisal Report

RES
 File No. 14K006CTL

FEATURE	SUBJECT	COMPARABLE SALE NO. 1	COMPARABLE SALE NO. 2	COMPARABLE SALE NO. 3
Address	2853 BRODERICK STREET SAN FRANCISCO	333 SPRUCE STREET SAN FRANCISCO	3226 OCTAVIA STREET SAN FRANCISCO	3132 SCOTT STREET SAN FRANCISCO
Unit #	-	-	-	-
Project Name and Phase 1	2853-2857 BRODERICK ST 1	331-335 SPRUCE STREET 1	3224-3226 OCTAVIA STREET 1	3132 SCOTT STREET 1
Proximity to Subject		0.81 MILES SW	0.87 MILES NE	0.26 MILES NE
Sale Price	\$	\$ 1,708,000	\$ 1,695,000	\$ 1,600,000
Sale Price/Gross Liv. Area	\$ 0.00 sq. ft.	\$ 923.74 sq. ft.	\$ 1059.38 sq. ft.	\$ 677.97 sq. ft.
Data Source(s)		SFMLS#410799 DOM:73	SFMLS#414595 DOM:14	SFMLS#416224 DOM:23
Verification Source(s)		NDC/DOC#0J76500639	NDC/DOC#0J82200332	NDC/DOC#0J86500349
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION
Sale or Financing Concessions		ARMLTH CONV:0	ARMLTH CASH:0	ARMLTH CONV:0
Date of Sale/Time		10/02/2013 COE	01/08/2014 COE	03/24/2014 COE
Location	GOOD	GOOD	GOOD	GOOD/NOISE 80,000
Leasehold/Fee Simple	FEE SIMPLE	FEE SIMPLE	FEE SIMPLE	FEE SIMPLE
HOA Mo. Assessment	\$0	\$350	\$267	\$461
Common Elements and Rec. Facilities	NONE YARD	NONE YARD	NONE 5,000	ROOF DECK YARD -20,000
Floor Location	1ST/2ND/MID	2ND/MID	1ST/2ND/MID	1ST/2ND/MID
View	NONE	PRT.CITY/AREA -42,700	NONE	NONE
Design (Style)	TRADITIONAL	TRADITIONAL	TRADITIONAL	TRADITIONAL
Quality of Construction	AVERAGE+	GOOD -85,400	GOOD -84,750	GOOD -80,000
Actual Age	1900	1905	1923	1912
Condition	AVERAGE	GOOD -85,400	GOOD -84,750	GOOD -80,000
Above Grade	Total Baths 2	Total Baths 3	Total Baths 3	Total Baths 3
Room Count	6 2 2	6 3 2.5	6 3 2	7 3 2.5
Gross Living Area 175	2,007 sq. ft.	1,849 sq. ft.	27,700 1,600 sq. ft.	71,300 2,360 sq. ft.
Basement & Finished Rooms Below Grade	NONE STORAGE	NONE STORAGE	NONE STORAGE	NONE STORAGE
Functional Utility	AVERAGE/TIC	AVERAGE/TIC	AVERAGE/TIC	AVERAGE/TIC
Heating/Cooling	FAU/NONE	FAU/NONE	FAU/NONE	FAU/NONE
Energy Efficient Items	STANDARD	STANDARD	STANDARD	STANDARD
Garage/Catport	1 CAR GARAGE	1 CAR GARAGE	1 CAR GARAGE	2 CAR GARAGE -40,000
Porch/Patio/Deck	NONE	DECK -10,000	1 YARD -15,000	NONE
KITCHEN/BATH	REMOD/AVG+	REMOD/GOOD -40,000	REMOD/GOOD -40,000	REMOD/GOOD -40,000
DENSITY/OC/PNT	2 UNIT/OWNER	3 UNIT/OWNER 85,400	2 UNIT/OWNER	5 UNIT/OWNER 160,000
Net Adjustment (Total)		\$ 157,900	\$ 148,200	\$ 89,200
Adjusted Sale Price of Comparables		Net Adj. -9.2% Gross Adj. 22.6% \$ 1,550,100	Net Adj. -8.7% Gross Adj. 17.7% \$ 1,546,800	Net Adj. -5.6% Gross Adj. 35.6% \$ 1,510,800
Summary of Sales Comparison Approach THE COMPARABLE SALES ARE THE MOST RECENT AND APPROPRIATE SALES AVAILABLE FROM CONVENTIONAL MARKET DATA SOURCES. THE DATA SOURCES CONSULTED WERE OFFICE FILES, THE MULTIPLE LISTING SERVICE, LOCAL REAL ESTATE AGENTS, NDCDATA AND EXTERIOR INSPECTION. THE GROSS LIVING AREA IS ADJUSTED AT \$175 PER SQUARE FOOT AND ROUNDED TO THE NEAREST HUNDRED. FOR DIFFERENCES OVER 100 SQUARE FEET, LOCATION, APPEAL AND CONDITION ADJUSTMENTS ARE MADE AS A PERCENTAGE OF RESPECTIVE SALES PRICE. DIFFERENCES IN ROOM COUNT ARE INCLUDED IN GROSS LIVING AREA ADJUSTMENTS. FULL BATHROOMS ARE ADJUSTED AT \$16,000 AND HALF BATHS ARE ADJUSTED AT \$7,500. ALL OTHER ADJUSTMENTS ARE MADE ON A LUMP SUM BASIS.				
A FOCUS WAS PLACED ON FINDING COMPARABLE TIC UNITS TO COMPARE TO THE SUBJECT AS OPPOSED TO SPLITTING THE VALUE OF A 2-UNIT APARTMENT BUILDING OR USING CONDOMINIUM COMPARABLES. THIS IS CONSIDERED TO BE CRUCIAL IN ACCURATELY REPRESENTING THE SUBJECT'S VALUE AND IS CONSIDERED HIGHEST AND BEST USE OF THE SUBJECT BUILDING.				
SEE ATTACHED ADDENDUM FOR ADDITIONAL COMMENTS.				
Indicated Value by Sales Comparison Approach \$ 1,500,000				
INCOME APPROACH TO VALUE				
Estimated Monthly Market Rent \$	N/A	X Gross Rent Multiplier N/A	= \$	N/A Indicated Value by Income Approach
Summary of Income Approach (including support for market rent and GRM) THE INCOME APPROACH IS NOT USED AS SIMILAR PROPERTIES IN THE AREA ARE PRIMARILY OWNER OCCUPIED AND NOT UTILIZED FOR INCOME PRODUCTION. A CREDIBLE RESULT CAN BE OBTAINED WITHOUT THE USE OF THIS APPROACH TO VALUE.				
Indicated Value by: Sales Comparison Approach \$ 1,500,000 Income Approach (if developed) \$ N/A				
THE SALES COMPARISON APPROACH IS THE MOST RELIABLE MARKET VALUE INDICATOR AS IT BEST REFLECTS BUYER AND SELLER ACTIONS. THE COST APPROACH IS NOT APPLICABLE FOR COMMON INTEREST OWNERSHIP DUE TO THE DIFFICULTY IN VALUING INDIVISIBLE INTERESTS. THE INCOME APPROACH IS NOT USED AS SIMILAR PROPERTIES IN THE AREA ARE PRIMARILY OWNER OCCUPIED AND NOT UTILIZED FOR INCOME PRODUCTION.				
This appraisal is made <input type="checkbox"/> "as is," <input type="checkbox"/> subject to completion per plans and specifications on the basis of a hypothetical condition that the improvements have been completed, <input type="checkbox"/> subject to the following repairs or alterations on the basis of a hypothetical condition that the repairs or alterations have been completed <input checked="" type="checkbox"/> subject to the following:				
SEE ATTACHED ADDENDUM				
Based on the scope of work, assumptions, limiting conditions and appraiser's certification, my (our) opinion of the effective value of the real property that is the subject of this report is \$ 1,500,000 as of 12/02/2013, which is the effective date of this appraisal.				



WALKUP CLARK & ASSOCIATES
Individual Condominium Unit Appraisal Report

RES
 File No. 14K006CTL

FEATURE	SUBJECT	COMPARABLE SALE NO. 4	COMPARABLE SALE NO. 5	COMPARABLE SALE NO. 6					
Address	2853 BRODERICK STREET SAN FRANCISCO	3128 WASHINGTON STREET SAN FRANCISCO	436 LAUREL STREET SAN FRANCISCO						
Unit #			A						
Project Name and Phase	2853-2857 BRODERICK ST Phase 1	3124-3134 WASHINGTON ST 1	432-436 LAUREL STREET 1						
Proximity to Subject		0.44 MILES SW	0.73 MILES SW						
Sale Price	\$	\$ 1,270,000	\$ 1,349,000	\$					
Sale Price/Gross Liv. Area	\$ 0.00 sq. ft.	\$ 738.37 sq. ft.	\$ 1,226.36 sq. ft.	\$ sq. ft.					
Data Source(s)		SFMLS #407455 DOM:154	SFMLS #410719 DOM:27						
Verification Source(s)		NDC/DOC#0J76600444	NDC/DOC#0J73100421						
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	(+) \$ Adjustment	DESCRIPTION	(-) \$ Adjustment	DESCRIPTION	(-) \$ Adjustment		
Sale or Financing Concessions		ARMLTH CONV;0		ARMLTH CONV;0					
Date of Sale/Time		10/04/2013 COE		08/16/13 COE					
Location	GOOD	GOOD		GOOD					
Leasehold/Fee Simple	FEE SIMPLE	FEE SIMPLE		FEE SIMPLE					
HOA Mo. Assessment	\$0	\$375		\$250.00					
Common Elements and Rec. Facilities	NONE	NONE	5,000	NONE					
Floor Location	1ST/2ND/MID	2ND/TOP		1ST/2ND/BOT					
View	NONE	NONE		NONE					
Design (Style)	TRADITIONAL	TRADITIONAL		TRADITIONAL					
Quality of Construction	AVERAGE+	AVERAGE+		GOOD	-67,450				
Actual Age	1900	1900		1900					
Condition	AVERAGE	AVERAGE		GOOD	-67,450				
Above Grade	Total	Rooms	Baths	Total	Rooms	Baths	Total	Rooms	Baths
Room Count	6	2	2	6	3	2	6	3	3
Gross Living Area	175	2,007 sq. ft.	1,720 sq. ft.	60,300	1,100 sq. ft.	158,800			sq. ft.
Basement & Finished Rooms Below Grade	NONE	STORAGE		NONE	STORAGE				
Functional Utility	AVERAGE/TIC	AVERAGE/TIC		AVERAGE/TIC					
Heating/Cooling	FAU/NONE	FAU/NONE		FAU/NONE					
Energy Efficient Items	STANDARD	STANDARD		STANDARD					
Garage/Carport	1 CAR GARAGE	1 CAR OFF ST	10,000	1 CAR GARAGE					
Porch/Patio/Deck	NONE	DECK	-10,000	GARDEN	-15,000				
KITCHEN/BATH	REMOD/AVG+	REMOD/GOOD	-40,000	REMOD/GOOD	-40,000				
DENSITY/OC/PNT	2 UNIT/OWNER	6 UNIT/VACANT	127,000	4 UNIT/TOWNER	67,450				
Net Adjustment (Total)			\$ 142,300		\$ 21,350		\$ 0		
Adjusted Sale Price of Comparables		Net Adj. 11.2%	\$ 1,412,300	Net Adj. 1.6%	\$ 1,370,350	Net Adj. 0.0%	\$ 0		
		Gross Adj. 19.1%	\$ 1,412,300	Gross Adj. 32.0%	\$ 1,370,350	Gross Adj. 0.0%	\$ 0		
Summary of Sales Comparison Approach SEE ATTACHED ADDENDUM.									



Scope of Work, Assumptions and Limiting Conditions

Scope of work is defined in the Uniform Standards of Professional Appraisal Practice as "the type and extent of research and analyses in an assignment." In short, scope of work is simply what the appraiser did and did not do during the course of the assignment. It includes, but is not limited to: the extent to which the property is identified and inspected, the type and extent of data researched, the type and extent of analyses applied to arrive at opinions or conclusions.

The scope of this appraisal and ensuing discussion in this report are specific to the needs of the client, other identified intended users and to the intended use of the report. This report was prepared for the sole and exclusive use of the client and other identified intended users for the identified intended use and its use by any other parties is prohibited. The appraiser is not responsible for unauthorized use of the report.

The appraiser's certification appearing in this appraisal report is subject to the following conditions and to such other specific conditions as are set forth by the appraiser in the report. All extraordinary assumptions and hypothetical conditions are stated in the report and might have affected the assignment results.

1. The appraiser assumes no responsibility for matters of a legal nature affecting the property appraised or title thereto, nor does the appraiser render any opinion as to the title, which is assumed to be good and marketable. The property is appraised as though under responsible ownership.
2. Any sketch in this report may show approximate dimensions and is included only to assist the reader in visualizing the property. The appraiser has made no survey of the property.
3. The appraiser is not required to give testimony or appear in court because of having made the appraisal with reference to the property in question, unless arrangements have been previously made thereto.
4. Neither all, nor any part of the content of this report, copy or other media thereof (including conclusions as to the property value, the identity of the appraiser, professional designations, or the firm with which the appraiser is connected), shall be used for any purposes by anyone but the client and other intended users as identified in this report, nor shall it be conveyed by anyone to the public through advertising, public relations, news, sales, or other media, without the written consent of the appraiser.
5. The appraiser will not disclose the contents of this appraisal report unless required by applicable law or as specified in the Uniform Standards of Professional Appraisal Practice.
6. Information, estimates, and opinions furnished to the appraiser, and contained in the report, were obtained from sources considered reliable and believed to be true and correct. However, no responsibility for accuracy of such items furnished to the appraiser is assumed by the appraiser.
7. The appraiser assumes that there are no hidden or unapparent conditions of the property, subsoil, or structures, which would render it more or less valuable. The appraiser assumes no responsibility for such conditions, or for engineering or testing, which might be required to discover such factors. This appraisal is not an environmental assessment of the property and should not be considered as such.
8. The appraiser specializes in the valuation of real property and is not a home inspector, building contractor, structural engineer, or similar expert, unless otherwise noted. The appraiser did not conduct the extensive type of field observations of the kind intended to seek and discover property defects. The viewing of the property and any improvements is for purposes of developing an opinion of the defined value of the property, given the intended use of this assignment. Statements regarding condition are based on surface observations only. The appraiser claims no special expertise regarding issues including, but not limited to: foundation settlement, basement moisture problems, wood destroying (or other) insects, pest infestation, radon gas, lead based paint, mold or environmental issues. Unless otherwise indicated, mechanical systems were not activated or tested.

This appraisal report should not be used to disclose the condition of the property as it relates to the presence/absence of defects. The client is invited and encouraged to employ qualified experts to inspect and address areas of concern. If negative conditions are discovered, the opinion of value may be affected.

Unless otherwise noted, the appraiser assumes the components that constitute the subject property improvement(s) are fundamentally sound and in working order.

Any viewing of the property by the appraiser was limited to readily observable areas. Unless otherwise noted, attics and crawl space areas were not accessed. The appraiser did not move furniture, floor coverings or other items that may restrict the viewing of the property.

9. Appraisals involving hypothetical conditions related to completion of new construction, repairs or alteration are based on the assumption that such completion, alteration or repairs will be competently performed.
10. Unless the intended use of this appraisal specifically includes issues of property insurance coverage, this appraisal should not be used for such purposes. Reproduction or replacement cost figures used in the cost approach are for valuation purposes only, given the intended use of the assignment. The Definition of Value used in this assignment is unlikely to be consistent with the definition of insurable value for property insurance coverage use.
11. The ACI General Purpose Appraisal Report (GP^{AR}) is not intended for use in transactions that require a Fannie Mae 1073/Freddie Mac 465 form, also known as the Individual Condominium Unit Appraisal Report (Condo).

Additional Comments Related To Scope Of Work, Assumptions and Limiting Conditions

WALKUP CLARK & ASSOCIATES
Individual Condominium Unit Appraisal Report

RES
File No. 14K006CTL

Appraiser's Certification

The appraiser(s) certifies that, to the best of the appraiser's knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are the appraiser's personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. Unless otherwise stated, the appraiser has no present or prospective interest in the property that is the subject of this report and has no personal interest with respect to the parties involved.
4. The appraiser has no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
5. The appraiser's engagement in this assignment was not contingent upon developing or reporting predetermined results.
6. The appraiser's compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
7. The appraiser's analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
8. Unless otherwise noted, the appraiser has made a personal inspection of the property that is the subject of this report.
9. Unless noted below, no one provided significant real property appraisal assistance to the appraiser signing this certification. Significant real property appraisal assistance provided by:
10. I have performed NO other services, regarding the property that is the subject of the work under review within the three-year period immediately preceding acceptance of this assignment.

Additional Certifications:

Definition of Value: Market Value Other Value: _____

Source of Definition: USPAP 2012-2013

A type of value, stated as an opinion, that presumes the transfer of a property (i.e., a right of ownership or a bundle of such rights), as of a certain date, under specific conditions set forth in the definition of the term identified by the appraiser as applicable in an appraisal.

ADDRESS OF THE PROPERTY APPRAISED:

2853 BRODERICK STREET

SAN FRANCISCO, CA 94123

EFFECTIVE DATE OF THE APPRAISAL: 12/02/2013

APPRAISED VALUE OF THE SUBJECT PROPERTY \$ 1,500,000

APPRAISER

Signature: 

Name: TIMOTHY A LITTLE

State Certification # AR044897

or License # _____

or Other (describe): _____ State #: CA

State: CA

Expiration Date of Certification or License: 10/19/2015

Date of Signature and Report: 11/17/2014

Date of Property Viewing: 11/12/2014

Degree of property viewing:

Interior and Exterior Exterior Only Did not personally view

SUPERVISORY APPRAISER

Signature: 

Name: TRISHA L CLARK

State Certification # AG028851

or License # _____

State: CA

Expiration Date of Certification or License: 01/29/2016

Date of Signature: 11/17/2014

Date of Property Viewing: _____

Degree of property viewing:

Interior and Exterior Exterior Only Did not personally view



ADDENDUM

Client: IRVING ZARETSKY	File No.: 14K008CTL
Property Address: 2853 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123

NOTE THAT THE APPRAISER WAS NOT PROVIDED WITH A LICENSE CONTRACTOR'S ESTIMATE OF THE CONSTRUCTION NEEDED TO BRING THE SUBJECT UP TO THE HABITABLE AND REFURBISHED CONDITION THAT IS BEING CONSIDERED IN THIS APPRAISAL. THE APPRAISER WAS NOT ABLE TO VIEW THE INTERIOR OF THE PROPERTY AT ANY TIME. SHOULD THE ACTUAL CONDITION AND CONSTRUCTION COST BE DIFFERENT THAT WHAT IS ASSUMED TYPICAL AND THUS USED IN THIS ANALYSIS, THEN THE APPRAISER WOULD NEED TO BE REHIRED TO DETERMINE ANY EFFECT ON THE VALUE CONCLUSIONS.

SCOPE OF WORK

THE FOLLOWING IS A DESCRIPTION OF THE WORK UNDERTAKEN IN THE COURSE OF COMPLETING THIS APPRAISAL:

STATE THE PROBLEM: AN APPRAISAL ASSIGNMENT WAS NEGOTIATED BETWEEN THE APPRAISER(S) AND THE CLIENT. THE ASSIGNMENT REQUIRED AGREEMENT BETWEEN THE PARTIES ON THE PURPOSE OF THE APPRAISAL, THE TYPE OF APPRAISAL AND THE TYPE OF REPORT THAT WOULD BE ADEQUATE FOR THE PURPOSE AS UNDERSTOOD BY THE APPRAISER(S), THE APPRAISER(S) COMPENSATION FOR COMPLETING THE ASSIGNMENT, AND THE PROJECTED DELIVERY DATE, AND DELIVERY PLACE FOR THE APPRAISAL REPORT.

THE PURPOSE IS TO ESTIMATE MARKET VALUE OF THE FEE SIMPLE INTEREST OF THE SUBJECT DESCRIBED IN THIS REPORT FOR REAL ESTATE PLANNING DECISIONS ONLY.

THIS APPRAISAL HAS BEEN COMPLETED AT THE REQUEST OF THE CLIENT AND IS INTENDED FOR THEIR SOLE USE. THIS IS A SUMMARY APPRAISAL REPORT, WITH ADDITIONAL INFORMATION IN THE APPRAISERS' FILE. THIS APPRAISAL REPORT HAS BEEN COMPLETED WITHIN USPAP GUIDELINES.

CONSIDER THE DATA NEEDED: A VARIETY OF DATA WAS NEEDED TO UNDERTAKE THE ASSIGNMENT INCLUDING GENERAL DATA ABOUT THE NATION, THE REGION, THE GOVERNING AUTHORITY AND THE MARKET AREA, AS WELL AS DATA ABOUT THE SUBJECT SITE AND IMPROVEMENTS. DATA RELEVANT TO EACH APPROACH TO VALUE WAS DEVELOPED FOR COSTS, SALES, INCOME, AND EXPENSES.

DATA UTILIZED IN THIS REPORT WAS ASSEMBLED USING THE FOLLOWING SOURCES; PUBLIC RECORD, RECORDS MAINTAINED BY AND INTERVIEWS GRANTED BY MARKET PARTICIPANTS, RECORDS OF LOCAL BOARDS OF REALTY AND MULTIPLE LISTING SERVICES, DATA SITES MAINTAINED BY CITY, COUNTY, REGIONAL, AND STATE GOVERNMENT, DATA SITES MAINTAINED BY SERVICE AND BUSINESS GROUPS SEARCHED AT THIS TIME AND PREVIOUSLY. RESULTS WERE BOTH SELECTED AND EDITED AGAINST A STANDARD OF PROVIDING AN ADEQUATE LEVEL OF REPORTING TO SUPPORT THE ANALYSIS AND CONCLUSIONS DEVELOPED, WITH AN EYE ON THE AGREEMENTS MADE WITH THE CLIENT AND OUR RESPONSIBILITIES UNDER USPAP.

INSPECT THE PROPERTIES: THE APPRAISER CONDUCTED AN INSPECTION OF THE EXTERIOR OF THE SUBJECT PROPERTY ONLY, AND AN INSPECTION OF THE EXTERIOR OF THE COMPARABLE PROPERTIES. THE APPRAISER HAS PROVIDED A SKETCH IN THIS APPRAISAL REPORT TO SHOW THE APPROXIMATE DIMENSIONS OF THE SUBJECT IMPROVEMENTS WHICH WERE ESTABLISHED FROM UTILIZING CONSTRUCTION PLANS AND A PRIOR APPRAISAL REPORT BOTH OF WHICH WERE PROVIDED BY IRVING ZARETSKY. IT IS INCLUDED ONLY TO ASSIST THE READER IN VISUALIZING THE PROPERTY AND UNDERSTANDING THE APPRAISER'S DETERMINATION OF ITS SIZE. THE APPRAISER IS NOT AN EXPERT IN SURVEYING.

HYPOTHETICAL CONDITION/EXTRAORDINARY ASSUMPTIONS: THE SUBJECT, AT THE TIME OF THE INSPECTION, IS NOT IN A LIVABLE CONDITION AFTER PARTIAL CONSTRUCTION WORK HALTS MANDATED BY THE CITY ACCORDING TO THE NEIGHBOR, IRVING ZARETSKY. THE APPRAISED VALUE IS BASED ON THE HYPOTHETICAL CONDITION THAT THE UNIT HAS BEEN COMPLETED TO A MINIMAL LIVING STANDARD, IS VACANT AND IS A TIC UNIT WITHIN A 2-UNIT BUILDING. THE EVALUATION AS A 2-UNIT BUILDING IS CONSIDERED APPROPRIATE TO ANALYZE THE VALUE OF THE BUILDING'S UNITS SO THAT THE MARKET VALUE OF EACH UNIT CAN BE ESTIMATED FROM MARKET DATA.

SHOULD THE VALUE OF THE BUILDING REQUIRE TO BE ESTABLISHED AS A WHOLE 2-UNIT BUILDING OR SINGLE FAMILY HOME, OR THE TIC UNIT FEATURES BE DIFFERENT FROM THE SKETCHES PROVIDED BY IRVING ZARETSKY, THE APPRAISED VALUE WOULD BE AFFECTED AND THE APPRAISER WOULD NEED TO BE HIRED TO DETERMINE ANY CHANGE IN VALUE.

DETERMINE THE HIGHEST AND BEST USE: THE APPRAISERS IDENTIFIED THE PERTINENT FACTORS APPLICABLE TO THE SUBJECT PROPERTY "AS-IF" IT LACKED IMPROVEMENTS BUT WAS READY FOR DEVELOPMENT. THEY FORMED AN OPINION OF THE REASONABLE, PROBABLE, AND LEGAL USE OF IT AS VACANT LAND OR UNIMPROVED PROPERTY WITH THE INTENTION THAT THIS USE MUST MEET THE STANDARDS OF LEGAL PERMISSIBILITY, PHYSICAL POSSIBILITY, FINANCIAL FEASIBILITY AND MAXIMUM PRODUCTIVITY.

IN KEEPING WITH THE PURPOSE OF THIS APPRAISAL AND THE REQUIREMENTS OF THE CLIENT, THE BUILDING WAS ANALYSED AS 2 TIC UNITS & LIMITED DEGREE OF RESEARCH AND ANALYSIS WAS INVESTED IN THE "AS-IF" VACANT AND READY FOR DEVELOPMENT HIGHEST AND BEST USE. A MUCH HIGHER DEGREE OF RESEARCH AND ANALYSIS WOULD BE REQUIRED TO FIRST PREDICT THE CONSEQUENCES OF DEMOLISHING THE SUBJECT IMPROVEMENTS AND THEN TO VISUALIZE WHAT IMPROVEMENTS WOULD BE MOST LIKELY TO MEET THE "AS-IF" VACANT AND READY FOR DEVELOPMENT HIGHEST AND BEST USE CRITERIA. THAT STUDY WAS CONSIDERED BEYOND THE SCOPE OF THIS REPORT, HENCE A PRELIMINARY FINDING WAS OFFERED HERE FOR THE "AS-IF" VACANT AND READY FOR DEVELOPMENT HIGHEST AND BEST USE.

THE EXISTING IMPROVEMENTS UPON COMPLETION ARE CONSIDERED TO REPRESENT THE "AS IS" HIGHEST AND BEST USE FOR THE SUBJECT, AS IMPROVED. THE IMPROVEMENTS ARE QUITE FUNCTIONAL AND IN REASONABLE CONDITION, AND THE CURRENT USE CONFORMS TO THE SURROUNDING USES IN THE SUBJECT'S NEIGHBORHOOD.

ADDENDUM

Client: IRVING ZARETSKY	File No: 14K008CTL
Property Address: 2853 BRODERICK STREET	Case No: RES
City: SAN FRANCISCO	State: CA Zip: 94123

DETERMINE THE APPROPRIATE APPROACHES TO VALUE: THE THREE APPROACHES TO VALUE WERE CONSIDERED: THE COST APPROACH, THE SALES COMPARISON APPROACH, AND THE INCOME APPROACH. THE APPROPRIATE APPROACHES TO VALUE WERE SELECTED AND DEVELOPED. WHEN AN APPROACH WAS OMITTED AN EXPLANATION WAS PRESENTED. UNLESS OTHERWISE SPECIFICALLY STATED, THE THREE APPROACHES TO VALUE WERE ALL FOUND TO BE APPROPRIATE.

ELECTRONIC SIGNATURE DISCLOSURE:IF THIS REPORT HAS BEEN SIGNED WITH A DIGITAL SIGNATURE THEN IT IS PASSWORD PROTECTED. THE SOFTWARE UTILIZED BY APPRAISER TO GENERATE THE APPRAISAL PROTECTS SECURITY BY MEANS OF A DIGITAL SIGNATURE SECURITY FEATURE FOR EACH APPRAISER SIGNING THE REPORT, AND EACH APPRAISER MAINTAINS CONTROL OF THEIR RELATED SIGNATURE THROUGH A PASSWORD, HARDWARE DEVICE, OR OTHER MEANS.

Tenancy in Common Introduction
FOR PURPOSES OF THIS APPRAISAL, TENANCY IN COMMON IS DEFINED AS THE CO-OWNERSHIP OF MULTI-UNIT PROPERTY BY CO-OWNERS WHO EACH WISH TO HAVE EXCLUSIVE USAGE RIGHTS TO A PARTICULAR AREA OF THE PROPERTY. TIC OWNERS OWN PERCENTAGES IN AN UNDIVIDED PROPERTY RATHER THAN PARTICULAR UNITS OR APARTMENTS, AND THEIR DEEDS SHOW ONLY THEIR OWNERSHIP PERCENTAGES. THE RIGHT OF A PARTICULAR TIC OWNER TO USE A PARTICULAR DWELLING COMES FROM A WRITTEN CONTRACT SIGNED BY ALL CO-OWNERS (OFTEN CALLED A "TENANCY IN COMMON AGREEMENT"), NOT FROM A DEED, MAP OR OTHER DOCUMENT RECORDED IN COUNTY RECORDS. THIS TYPE OF TENANCY IN COMMON CO-OWNERSHIP SHOULD NOT BE CONFUSED WITH THE LEGAL SUBDIVISIONS KNOWN AS THE "CONDOMINIUM" AND THE "STOCK COOPERATIVE".

THE TERM "TIC UNIT" WILL BE USED TO DEFINE A CO-OWNERSHIP OF A SINGLE RESIDENTIAL UNIT AS TENANCY IN COMMON.

THE CONDOMINIUM CONVERSION LOTTERY REFORM AND BYPASS LEGISLATION (NOW CALLED THE "EXPEDITED CONVERSION PROGRAM") HAS BEEN APPROVED, AND APPLICATIONS FOR CONVERSIONS UNDER THE PROGRAM WERE ACCEPTED BEGINNING JULY 29, 2013.

THE FOLLOWING EXCERPT IS FROM AN ARTICLE BY ANDY SIRKIN WRITTEN ON 07/20/2013.
ALL BUILDINGS THAT PARTICIPATED UNSUCCESSFULLY IN THE 2012 OR 2013 CONVERSION LOTTERY WILL BE ALLOWED TO CONVERT PROVIDED THEY SATISFY OWNER-OCCUPANCY REQUIREMENTS. CURRENT TIC BUILDINGS (MEANING THERE ARE MULTIPLE OWNERS WHO HAD A SIGNED TIC AGREEMENT IN PLACE BEFORE APRIL 15, 2013) THAT DID NOT PARTICIPATE IN THE 2012 OR 2013 LOTTERY, AND SOME BUILDINGS IN ESCROW TO BE SOLD AS TICS AS OF APRIL 15, 2013, WILL ALSO BE PERMITTED TO CONVERT IF THEY SATISFY OWNER OCCUPANCY REQUIREMENTS. AS UNDER CURRENT LAW, ALL CATEGORIES OF BUILDINGS MAY BE DISQUALIFIED BY PRIOR EVICTION HISTORY.

FOR 2-4 UNIT BUILDINGS, AT LEAST ONE UNIT MUST BE OCCUPIED CONTINUOUSLY FOR THE REQUIRED OWNER-OCCUPANCY PERIOD (SPECIFIED IN THE PRECEDING SECTION) BY AN OWNER OF RECORD THAT USES THE UNIT AS HIS/HER PRINCIPAL RESIDENCE. FOR 5-6 UNIT BUILDINGS, AT LEAST THREE UNITS MUST BE OCCUPIED CONTINUOUSLY FOR THE REQUIRED OWNER-OCCUPANCY PERIOD BY SEPARATE OWNERS OF RECORD, EACH OF WHOM USES HIS/HER UNIT AS HIS/HER PRINCIPAL RESIDENCE.

NO BUILDINGS WILL BE PERMITTED TO CONDO-CONVERT UNDER THE NEW PROGRAM IF ANY OF THE FOLLOWING WERE TRUE: (I) THERE WAS A "NO FAULT" EVICTION AFTER MARCH 31, 2013; (II) THERE WAS A "NO FAULT" EVICTION OF A "PROTECTED TENANT" AFTER NOVEMBER 16, 2004; OR (III) THERE WERE TWO OR MORE "NO FAULT" EVICTIONS AFTER MAY 1, 2005. WITH REGARD TO THE LAST SITUATION (TWO OR MORE "NO FAULT" EVICTIONS AFTER MAY 1, 2005), THE NO-CONVERSION RULE WILL NOT APPLY IF ALL UNITS WERE OWNER-OCCUPIED BY APRIL 4, 2006, OR IF 50% OF THE UNITS HAVE BEEN OWNER-OCCUPIED CONTINUOUSLY FOR 10 YEARS AT THE TIME OF APPLICATION. AN EVICTION IS "NO-FAULT" IF THE GROUNDS STATED IN THE EVICTION NOTICE WAS OWNER MOVE IN, RELATIVE TO MOVE IN, UNIT DEMOLITION, RENOVATION/REHABILITATION, OR REMOVAL FROM THE RENTAL MARKET (AN "ELLIS ACT EVICTION"). THERE ARE SOME EXCEPTIONS TO THESE DISQUALIFICATION RULES, AND READERS SHOULD REFERENCE THE WEBSITE BELOW BEFORE CONCLUDING THAT A BUILDING IS DISQUALIFIED UNDER THESE RULES.

THE NEW LAW WILL HAVE NO EFFECT ON THE EXISTING RULE ALLOWING TWO-UNIT BUILDINGS TO CONVERT WHEN BOTH UNITS HAVE BEEN OCCUPIED BY SEPARATE OWNERS FOR AT LEAST ONE YEAR, AND THESE BUILDINGS WILL NOT PAY ANY OF THE FEES IMPOSED BY THE NEW LAW.

THE CONDOMINIUM CONVERSION LOTTERY WILL BE SUSPENDED FOR 10-12 YEARS. THE EXACT LENGTH OF THE SUSPENSION WILL DEPEND ON HOW MANY BUILDINGS CONVERT UNDER THE BYPASS SYSTEM AND HOW MANY NEW UNITS ARE CONSTRUCTED WITH THE MONEY GENERATED THROUGH BYPASS FEES. WHEN THE LOTTERY RETURNS, IT WILL NO LONGER BE POSSIBLE FOR PROPERTIES WITH MORE THAN FOUR RESIDENTIAL UNITS TO CONVERT TO CONDOMINIUMS, EXCEPT FOR CERTAIN 5-6 UNIT THAT WERE PREVENTED FROM USING THE EXPEDITED CONVERSION PROGRAM DUE TO EVICTION HISTORY. THE OWNER-OCCUPANCY REQUIREMENTS FOR ENTERING THE CONDO LOTTERY WILL ALSO INCREASE: THREE-UNIT BUILDINGS WILL NEED AT LEAST TWO OWNER-OCCUPIED UNITS, AND FOUR-UNIT BUILDINGS WILL NEED AT LEAST THREE OWNER-OCCUPIED UNITS. EVEN ONE "NO-FAULT" EVICTION WILL PREVENT A BUILDING FROM ENTERING THE LOTTERY FOR AT LEAST SEVEN YEARS.

ADDENDUM

Client: IRVING ZARETSKY	File No.: 14K006CTL
Property Address: 2863 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123

FOR BUILDINGS SUCH AS THE SUBJECT THAT HAVE BYPASSED THE PRIOR LOTTERY AND ENTERED THE NEW 'EXPEDITED CONVERSION PROGRAM' THERE ARE MANDATES FOR ACTIONS FOR TENANT OCCUPIED BUILDINGS SUCH AS THE SUBJECT. THE FOLLOWING IS A Q & A EXTRACTION FROM THE SAN FRANCISCO APARTMENT ASSOCIATION WEBSITE ON SUCH CONDITIONS.

Q. WHAT HAPPENS IF THERE ARE TENANTS IN THE BUILDING?

A. AS REQUIRED BY EXISTING LAW, OWNERS WILL HAVE TO OFFER EACH RENTAL TENANT THE RIGHT TO BUY HIS/HER UNIT (REGARDLESS OF WHETHER THE OWNER WISHES TO SELL). THE OWNER CAN SET THE PRICE AS HIGH AS HE/SHE WISHES, AND DOES NOT HAVE TO BASE IT ON THE MARKET VALUE OF THE APARTMENT. HOWEVER, IF THE TENANT DECIDES NOT TO BUY, HE/SHE MUST BE OFFERED A LIFETIME, RENT-CONTROLLED LEASE UNDER WHICH HE/SHE CANNOT BE EVICTED EXCEPT FOR NONPAYMENT OF RENT OR OTHER LEASE VIOLATIONS. (THIS MEANS NO OWNER MOVE-IN, RELATIVE MOVE-IN, RENOVATION, OR ELLIS ACT EVICTION OF THE LIFETIME LEASE TENANT BY THE CURRENT OWNERS OR SUBSEQUENT OWNERS). EVERY NONPURCHASING TENANT IS OFFERED A LIFETIME LEASE, REGARDLESS OF HIS/HER AGE OR DISABILITY STATUS. BUILDINGS THAT PARTICIPATED IN THE 2013 LOTTERY FOLLOWING SEVEN PRIOR LOTTERY LOSSES ARE NOT REQUIRED TO OFFER LIFETIME LEASES AS DESCRIBED IN THIS SECTION.

Q. WHAT IF THERE IS MORE THAN ONE RENTER LIVING IN AN APARTMENT? DOES EACH TENANT OR ROOMMATE GET A LIFETIME LEASE?

A. THE NEW CONDO CONVERSION LAW DOES NOT CONTAIN DETAILS ON HOW THE LIFETIME LEASE REQUIREMENT WILL APPLY WHEN THERE ARE MULTIPLE TENANTS OR ROOMMATES LIVING IN A UNIT, AND THE COURTS WILL ULTIMATELY HAVE TO RESOLVE THE ISSUE. THE MOST LIKELY INTERPRETATION IS THAT A LIFETIME LEASE MUST BE OFFERED TO ALL THE PEOPLE LIVING IN THE UNIT ON THE DATE OF CONVERSION APPLICATION EXCEPT FOR THOSE THAT WOULD NOT BE ENTITLED TO EVICTION CONTROL PROTECTIONS UNDER THE RENT CONTROL LAW.

MORE SPECIFICALLY, THE EXCLUDED GROUP WOULD CONSIST OF OCCUPANTS WHO MOVED IN AFTER THE TENANCY BEGAN WHO RECEIVED A TIMELY NOTICE FROM THE OWNER THAT THEY COULD BE EVICTED AFTER THE LAST OF THE ORIGINAL TENANTS VACATED. THE GROUP OF TENANTS ENTITLED TO LIFETIME TENANCY WOULD ALL BE NAMED COLLECTIVELY AS THE TENANT ON ONE SINGLE LIFETIME LEASE.

Q. COULD A LIFETIME LEASE TENANT ASSIGN OR SUBLEASE THE APARTMENT? COULD THE TENANT MOVE OUT AND STILL COLLECT RENT FROM THE APARTMENT?

A. THE NEW CONDO CONVERSION LAW DOES NOT CONTAIN DETAILS ON THE ABILITY OF A LIFETIME LEASE TENANT TO ASSIGN OR SUBLEASE HIS/HER APARTMENT, AND THE COURTS WILL ULTIMATELY HAVE TO RESOLVE THE ISSUE. THE MOST LIKELY INTERPRETATION IS THAT THE ASSIGNMENT/SUBLETTING RESTRICTIONS IN A PARTICULAR TENANT'S LIFETIME LEASE WILL BE THE SAME AS THOSE THAT APPLY TO HIS/HER EXISTING TENANCY. FOR EXAMPLE, IF THE TENANT'S EXISTING TENANCY IS SUBJECT TO A LEGALLY ENFORCEABLE ABSOLUTE BAN ON ASSIGNMENT/SUBLETTING, THAT BAN CAN ALSO BE PLACED IN HIS/HER LIFETIME LEASE. NOTE, HOWEVER, THAT SUCH BANS ARE ONLY ENFORCEABLE IF THEY MEET CERTAIN VERY SPECIFIC REQUIREMENTS IN THE SAN FRANCISCO RENT BOARD REGULATIONS, AND EVEN THEN DO NOT APPLY WHEN AN ORIGINAL TENANT IS REPLACING A DEPARTING CO-OCCUPANT WITH A NEW OCCUPANT. AS A PRACTICAL MATTER, THIS MEANS THAT LIFETIME LEASE TENANTS WILL BE ABLE TO ASSIGN/SUBLEASE SO LONG AS AT LEAST ONE OF THE TENANTS NAMED ON THE LIFETIME LEASE CONTINUES TO RESIDE IN THE UNIT.

MOREOVER, IT HAS BEEN VERY DIFFICULT FOR OWNERS TO SUCCESSFULLY EVICT OCCUPANTS BASED ON THE FACT THAT THE LAST "ORIGINAL TENANT" HAS VACATED, BECAUSE THE TENANT OFTEN CLAIMS THAT HE/SHE IS STILL LIVING IN THE UNIT OR IS JUST AWAY TEMPORARILY.

OWNERS SHOULD EXPECT THIS PROBLEM TO CONTINUE, OR EVEN WORSEN, IN THE CONTEXT OF A LIFETIME LEASE TENANT WHO IS LIVING ELSEWHERE WHILE STILL CLAIMING TO OCCUPY THE OWNER'S CONDOMINIUM.

A RELATED QUESTION IS WHETHER A LIFETIME LEASE TENANT CAN CONTINUE TO PAY HIS/HER LOW RENT TO THE CONDO OWNER WHILE CHARGING A HIGHER AMOUNT TO THE "SUBTENANTS" OR "ROOMMATES" LIVING IN THE LIFETIME LEASE UNIT. SAN FRANCISCO RENT CONTROL LAW PROHIBITS THIS BY REQUIRING RENT-CONTROL TENANTS TO CHARGE SUBTENANTS/ROOMMATES NO MORE THAN A PRO RATA SHARE OF WHAT THE TENANT IS PAYING TO THE OWNER. THIS SAME LIMITATION CAN PROBABLY BE INCLUDED IN THE LIFETIME LEASE; HOWEVER, IN PRACTICE, IT IS CLOSE TO IMPOSSIBLE FOR AN OWNER TO KNOW OR PROVE HOW MUCH THE SUBTENANT/ROOMMATE IS ACTUALLY PAYING THE ORIGINAL TENANT.

Neighborhood Description

THE SUBJECT IS LOCATED IN THE "COW HOLLOW" DISTRICT OF SAN FRANCISCO, AN URBAN RESIDENTIAL ENVIRONMENT COMPOSED OF ABOVE AVERAGE TO GOOD QUALITY SINGLE AND MULTI-FAMILY RESIDENCES AND NEIGHBORHOOD SERVING COMMERCIAL USES. THE PROPERTY MIX IS COMPATIBLE WITH THE NEIGHBORHOOD. ACCESS TO SHOPPING, TRANSPORTATION, SCHOOLS AND EMPLOYMENT IS CONSIDERED TO BE AVERAGE.

ACCESS TO INTERSTATE HIGHWAYS 1, 101, INTERSTATE 80 AND INTERSTATE 280 ARE ALL WITHIN 2 MILES OF THE SUBJECT. THESE FREEWAYS CONNECT TO THE GREATER BAY AREA AND BEYOND. THE SAN FRANCISCO FINANCIAL

ADDENDUM

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CENTER IS WITHIN 2 MILES OF THE SUBJECT. THIS WAS ACCESSIBLE VIA MUNICIPAL TRANSIT LINES LOCATED NEAR THE SUBJECT'S BLOCK . ACCESS FOR THE SUBJECT IS RATED GOOD WHEN COMPARED TO OTHER COMPETING PROPERTIES IN THE MARKET AREA. THE SUBJECT'S LOCATION IS ASSIGNED AN AVERAGE OVERALL RATING FOR EXPOSURE FOR THE PROPERTY WHEN COMPARED TO OTHER COMPETING PROPERTIES IN THE MARKET AREA.

Neighborhood Market Conditions

OPEN MARKET SALES WITH CONVENTIONAL FINANCING AND NO SIGNIFICANT CONCESSIONS ARE THE NORM IN THIS MARKET. TYPICAL TERMS ARE 80% LOANS WITH ALL CASH TO SELLER. IN SOME INSTANCES, THE SELLER MAY CARRY BACK A SMALL SECOND LOAN. 2008 AND 2009 SAW A DECREASE IN MARKET VALUES THROUGHOUT THE BAY AREA AND THE NATION DUE TO INCREASING LOAN DEFAULTS. A GENERAL WEAKENING OF THE ECONOMY COUPLED WITH FALLING PRICES IN THE NATIONAL HOUSING MARKET HAVE ALSO TIGHTENED LENDING STANDARDS IN GENERAL, HOWEVER FINANCING IS STILL AVAILABLE FOR QUALIFIED BUYERS. SAN FRANCISCO, IN GENERAL, HAD FOLLOWED THIS DOWNWARD TREND THROUGH 2010 AND SHOWED EVIDENCE OF STABILIZATION IN MANY NEIGHBORHOODS THROUGHOUT 2011 AND INTO 2012. 2013 SAW A STABLE INCREASE IN PROPERTY VALUES THROUGHOUT THE BAY AREA WHICH CONTINUED INTO 2014 ALTHOUGH HAS STABILIZED IN THE LATER PORTION OF THE YEAR. THE SUBJECT'S DISTRICT IS BEST DESCRIBED AS INCREASING BETWEEN THE PERIOD OF 12/2012 AND 12/2013.

MARKET FLUCTUATIONS AND LIST PRICES MAY VARY SIGNIFICANTLY AND DO NOT SHOW A CONSISTENT PERCENTAGE OF LIST PRICE TO SALE PRICE. DUE TO THE MARKET CHALLENGES OF SELLING AN ENTIRE BUILDING OF TENANCY IN COMMON UNITS, OFFERS MAY COME IN AT PRICES HIGHER OR LOWER THAN PRIOR UNITS SOLD WITHIN THE PAST SIX MONTHS. THIS DOES NOT INDICATE A HIGHER MARKET AS VALUES ARE STILL FLUCTUATING.

IN ADDITION TO THE PRESSURE PRESENTED BY THE CURRENT ECONOMIC CONDITION TO THE OVERALL REAL ESTATE MARKET, THE TIC MARKET IS AFFECTED BY ITS OWN SPECIFIC SET OF CIRCUMSTANCES. TIC FINANCE OPTIONS ARE VERY LIMITED. DUE TO A LACK OF A SECONDARY MARKET FOR THESE PRODUCTS, TERMS FOR FRACTIONAL INTEREST LOANS ARE NOT CURRENTLY COMPETITIVE WITH CONVENTIONAL MORTGAGES PUTTING FURTHER PRESSURE ON TIC VALUES.

MARKET DATA IS CONSIDERED TO PROVIDE APPROPRIATE INDICATIONS OF THE CURRENT MARKET ENVIRONMENT; HOWEVER, THE APPRAISER NOTES THAT CURRENT AND RECENT SALE DATA PROVIDE NO INDICATIONS OF VALUE FOR THE SUBJECT IN THE FUTURE.

Condition of Project

THE PROJECT IS COMPRISED OF A FOUR-STORY BUILDING WITH PARTIAL GARAGE.

THE SUBJECT UNIT HAS BEEN IDENTIFIED AS THE LOWER 2 FLOORS OF THE BUILDING WITH A SINGLE GARAGE SPACE, THE GROUND FLOOR WILL CONSIST OF A LARGE RECREATION ROOM. THE UPPER FLOOR CONTAINS 3 BEDROOMS AND 2 BATHROOMS, A LIVING ROOM, DINING ROOM AND KITCHEN AS APPROVED BY THE CITY PLANNING DEPARTMENT.

Comments on Sales Comparison

DUE TO THE LACK OF RECENT SALES OF SIMILAR TIC UNITS IN THE SUBJECT'S DISTRICT THE SEARCH PARAMETERS WERE EXPANDED TO INCLUDE THE SIMILAR ADJACENT DISTRICTS WITHIN THE AREA. THE SUBJECT UNIT IS LOCATED IN A DESIRABLE AREA WITH LIGHT LEVELS OF TRAFFIC. THIS IS CONSIDERED SUPERIOR TO PROPERTIES IN THE SAME DESIRABLE AREAS, BUT LOCATED ON STREETS WITH GREATER LEVELS OF TRAFFIC AND NOISE. AN UPWARD ADJUSTMENT HAS BEEN MADE TO COMPARABLE 3 TO ACCOUNT FOR THIS ACCORDINGLY.

A TIME OF SALE ADJUSTMENT HAS NOT BEEN UTILIZED OR APPLIED TO THE SALES AS ALL HAVE CLOSED INSIDE A FINANCIAL QUARTER OF THE EFFECTIVE DATE OF THE REPORT AND ARE CONSIDERED TO REFLECT THE MARKET CONDITIONS OF THAT TIME.

ALL OF THE COMPARABLES SELECTED ARE TIC UNITS POSITIONED WITHIN SMALL BUILDINGS. HOWEVER, AN ADJUSTMENT IS WARRANTED TO ACCOUNT FOR THE LIKELIHOOD OF CONDO CONVERSION ELIGIBILITY OF 2 UNIT BUILDINGS, AS IS THE SUBJECT, CONSIDERED SUPERIOR TO BUILDINGS WITH 2+ UNITS. BUILDINGS THAT HAVE 5 OR MORE UNITS OR BUILDINGS WITH EVICTION HISTORY ARE NOT TYPICALLY VIABLE FOR CONDO CONVERSION AND UPWARD ADJUSTMENTS HAVE BEEN MADE ACCORDINGLY TO ACCOUNT FOR EACH BUILDING STATUS AND DENSITY.

THE CONDITION OF THE SUBJECT IS CONSIDERED TO BE AVERAGE REQUIRED TO BE HABITABLE. THE CONDITION OF THE KITCHEN AND BATHROOMS HAS BEEN SEPARATED FOR ADDITIONAL CLARITY. ADDITIONAL QUALITY AND CONDITION ADJUSTMENTS HAVE BEEN MADE FOR THE REFURBISHED UNITS THAT ARE IN 'AS NEW' CONDITION. RARELY DOES A TIC UNIT SELL ON THE MARKET WITHOUT HAVING BEEN REFURBISHED. NO UN-REFURBISHED COMPARABLES WERE FOUND WITHIN A REASONABLE TIME FRAME AND 1 MILE RADIUS OF THE SUBJECT.

THE ADJUSTMENTS FOR COMPARABLES 3, 4 AND 5 ARE LARGER THAN TYPICAL DUE TO DIFFERENCES IN SIZE, AND CONDITION PRIMARILY. THIS SALE HAS BEEN INCLUDED DUE TO A LACK OF MORE APPROPRIATE SALES. IN ADDITION, COMPARABLE 4 HAS A TENANT THAT WAS VACATING THE UNIT AND A TENANT IN ANOTHER UNIT IN THE BUILDING WHICH SIGNIFICANTLY AFFECTS THE CONDO CONVERSION PROCESS AND LESSENS THE APPEAL TO A TYPICAL BUYER IN COMPARISON TO THE SUBJECT'S 2-UNIT AND VACANT STATUS.

THE SUBJECT PROPERTY HAS BEEN BRACKETED ON VALUE AND SIZE BY FOR BOTH SUPERIOR AND INFERIOR FACTORS OF

ADDENDUM

Client: IRVING ZARETSKY

File No.: 14K008CTL

Property Address: 2853 BRODERICK STREET

Case No.: RES

City: SAN FRANCISCO

State: CA

Zip: 94123

THE COMPARABLE SALES TO SUPPORT A FIRM POSITION FOR FINAL VALUE CONCLUSION.

GREATER WEIGHT HAS BEEN GIVEN TO COMPARABLES 1-3 DUE TO OVERALL SIMILARITY IN TERMS OF SIZE AND APPEAL.

Conditions of Appraisal

THIS APPRAISAL VALUE HAS BEEN MADE UNDER THE HYPOTHETICAL CONDITION THAT THE PROPERTY HAS BEEN COMPLETED TO A HABITABLE STANDARD ONLY. NO PERSONAL PROPERTY INCLUDED IN THE APPRAISED VALUE. A CURRENT PRELIMINARY TITLE REPORT WAS NOT REVIEWED. THE ESTIMATE OF VALUE IS MADE UPON THE CONDITION THAT TITLE TO THE SUBJECT PROPERTY IS MARKETABLE, AND FREE AND CLEAR OF ALL LIENS, ENCUMBRANCES, EASEMENT AND RESTRICTIONS EXCEPT THOSE SPECIFICALLY DISCUSSED IN THIS REPORT. ADDITIONALLY, THE ESTIMATE OF VALUE IS MADE UPON THE SUBJECT PROPERTY ONLY AS DESCRIBED IN THIS REPORT. THIS IS NOT A HOME INSPECTION AND SHOULD NOT BE RELIED UPON TO DISCLOSE CONDITIONS OF THE PROPERTY. ANY PHYSICAL OR LEGAL ASPECTS OF THE SUBJECT PROPERTY UNKNOWN TO THE APPRAISER AT THIS TIME MAY REQUIRE FURTHER ANALYSIS. THE APPRAISERS ARE NOT EXPERTS IN BUILDING CODES. THE APPRAISER SHOULD NOT BE RELIED UPON TO DISCOVER BUILDING CODE VIOLATIONS. THE APPRAISER DOES NOT HAVE THE SKILL OR EXPERTISE NEEDED TO MAKE SUCH DISCOVERIES. IT IS ASSUMED BY THE APPRAISERS THAT ALL BUILDING CONSTRUCTION CONFORMS TO CITY BUILDING CODES. THE APPRAISER ASSUMES NO RESPONSIBILITY FOR THESE ITEMS. THE APPRAISAL HAS BEEN COMPLETED TO ASSIST IN REAL ESTATE PLANNING DECISIONS ONLY, FOR THE SOLE USE OF THE CLIENT LISTED ON PAGE ONE.

FIRREA ADDENDUM/APPRaiser CERTIFICATION

I CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE AND BELIEF:

- THE STATEMENTS OF FACT CONTAINED IN THIS REPORT ARE TRUE AND CORRECT.
- THE REPORTED ANALYSES, OPINIONS AND CONCLUSIONS ARE LIMITED ONLY BY THE REPORTED ASSUMPTIONS AND LIMITING CONDITIONS, AND ARE MY PERSONAL, IMPARTIAL, AND UNBIASED PROFESSIONAL ANALYSES, OPINIONS, AND CONCLUSIONS.
- I HAVE NO PRESENT OR PROSPECTIVE INTEREST IN THE PROPERTY THAT IS THE SUBJECT OF THIS REPORT, AND NO PERSONAL INTEREST WITH RESPECT TO THE PARTIES INVOLVED.
- I HAVE NO BIAS WITH RESPECT TO THE PROPERTY THAT IS THE SUBJECT OF THIS REPORT OR TO THE PARTIES INVOLVED WITH THIS ASSIGNMENT.
- MY ENGAGEMENT IN THIS ASSIGNMENT WAS NOT CONTINGENT UPON DEVELOPING OR REPORTING PREDETERMINED RESULTS.
- MY COMPENSATION FOR COMPLETING THIS ASSIGNMENT IS NOT CONTINGENT UPON THE REPORTING OF A PREDETERMINED VALUE OR DIRECTION IN VALUE THAT FAVORS THE CAUSE OF THE CLIENT, THE AMOUNT OF THE VALUE OPINION, THE ATTAINMENT OF A STIPULATED RESULT, OR THE OCCURRENCE OF A SUBSEQUENT EVENT DIRECTLY RELATED TO THE INTENDED USE OF THIS APPRAISAL.
- MY ANALYSES, OPINIONS AND CONCLUSIONS WERE DEVELOPED, AND THIS REPORT HAS BEEN PREPARED, IN CONFORMITY WITH THE UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE.
- I HAVE MADE A PERSONAL INSPECTION OF THE PROPERTY THAT IS THE SUBJECT OF THIS REPORT.
- NO ONE PROVIDED SIGNIFICANT PROFESSIONAL ASSISTANCE TO THE PERSON SIGNING THIS REPORT UNLESS OTHERWISE STATED WITHIN THIS REPORT.

THIS REPORT INTENDS TO COMPLY WITH APPRAISAL STANDARDS OF THE OFFICE OF THRIFT SUPERVISION AND THE UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE (USPAP) AS ADOPTED BY THE APPRAISAL STANDARDS BOARD OF THE APPRAISAL FOUNDATION.

THE APPRAISER HAS NOT RESEARCHED THE TITLE REPORT OR ANY EXISTING PERMITS. THE APPRAISER IS NOT QUALIFIED TO DETECT STRUCTURAL INSTABILITY, SOIL INSTABILITY, OR INFESTATION.

COMPETENCY OF THE APPRAISER: THE APPRAISER ATTESTS THAT HE OR SHE HAS THE APPROPRIATE KNOWLEDGE AND EXPERIENCE NECESSARY TO COMPLETE THIS ASSIGNMENT COMPETENTLY.

PURPOSE AND SCOPE OF WORK OF THE APPRAISAL: THIS APPRAISAL REPORT IS INTENDED FOR REAL ESTATE PLANNING DECISIONS ONLY. THIS REPORT IS NOT INTENDED FOR ANY OTHER USE. THE SCOPE OF THE APPRAISAL INVOLVED AN INTERIOR AND EXTERIOR INSPECTION AND MEASUREMENT OF THE SUBJECT PROPERTY, A THOROUGH RESEARCHING OF ALL APPROPRIATE CONVENTIONAL DATA SOURCES, EXTERIOR INSPECTIONS OF COMPARABLE SALES USED, AND THE PREPARATION OF A FULLY DOCUMENTED APPRAISAL REPORT CONFORMING TO ALL APPLICABLE STANDARDS. IN DEVELOPING THIS APPRAISAL, THE APPRAISER(S) IS AWARE OF, UNDERSTANDS, AND HAS CORRECTLY EMPLOYED THOSE RECOGNIZED METHODS AND TECHNIQUES THAT ARE NECESSARY TO PRODUCE A CREDIBLE APPRAISAL; AND USPAP SPECIFIC APPRAISAL GUIDELINES FOR DEVELOPING AND REPORTING AN APPRAISAL HAVE BEEN FOLLOWED.

ENVIRONMENTAL CONDITIONS OBSERVED BY OR KNOWN TO THE APPRAISER: THE VALUE ESTIMATED IN THIS REPORT IS

ADDENDUM

Client: IRVING ZARETSKY	File No.: 14K006CTL
Property Address: 2853 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123

BASED ON THE ASSUMPTION THAT THE SUBJECT PROPERTY IS NOT NEGATIVELY AFFECTED BY THE EXISTENCE OF HAZARDOUS SUBSTANCES OR DETRIMENTAL ENVIRONMENTAL CONDITIONS. ROUTINE INSPECTION AND INQUIRIES ABOUT THE SUBJECT PROPERTY DID NOT REVEAL ANY INFORMATION WHICH WOULD INDICATE ANY APPARENT SIGNIFICANT HAZARDOUS SUBSTANCES OR DETRIMENTAL CONDITIONS WHICH WOULD NEGATIVELY AFFECT THE SUBJECT, THE APPRAISER IS NOT AN EXPERT IN THE IDENTIFICATION OF HAZARDOUS SUBSTANCES OR DETRIMENTAL ENVIRONMENTAL CONDITIONS.

EXPOSURE TIME FOR THE SUBJECT PROPERTY: THE ESTIMATED EXPOSURE TIME FOR THE SUBJECT PROPERTY UNDER CURRENT MARKET CONDITIONS IS APPROXIMATELY 1-3 MONTHS. THIS ESTIMATE IS BASED ON THE ANALYSIS OF CURRENT MARKET TRENDS IN THE GENERAL AREA, AND TAKES INTO CONSIDERATION THE SIZE, CONDITION, AND PRICE RANGE OF THE SUBJECT AND SURROUNDING PROPERTIES.

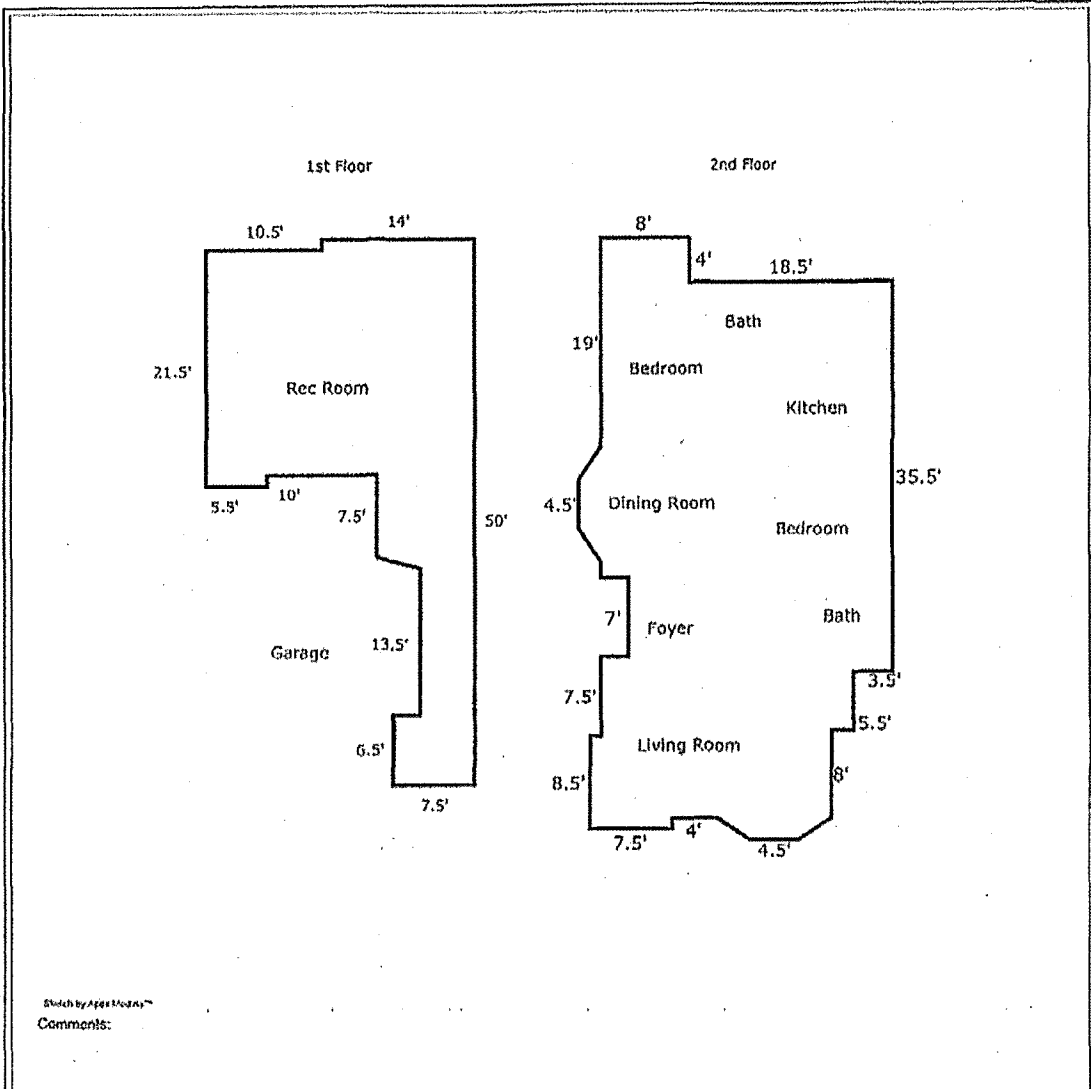
APPRAISAL DATE: THIS APPRAISAL IS BASED ON AN ANALYSIS OF THE SUBJECT PROPERTY AS OF THE DATE OF 12/02/2013 A DATE PRIOR TO THE DATE OF INSPECTION ON 11/12/2014. VALUATION IS BASED ON MARKET CONDITIONS AS OF THE EFFECTIVE DATE OF 12/02/2013 (WITHIN 6 MONTHS PRIOR AND 3 MONTHS POST). DATA AND CONCLUSIONS ARE BASED ON THIS BRACKET OF TIME UNDER THE ASSUMPTIONS AND CONDITION DISCLOSED IN THE REPORT AS OF THE DATE OF COMPLETION OF THIS REPORT ON 11/17/2014.

TRISHA CLARK
AG028651

TIMOTHY LITTLE
AR044897

FLOORPLAN SKETCH

Client: IRVING ZARETSKY	File No.: 14K006CTL
Property Address: 2853 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123



Sketch by Apex Plans™
Comments:

AREA CALCULATIONS SUMMARY

Code	Description	Net Size	Net Totals
GLA1	First Floor	712.5	712.5
GLA2	Second Floor	1294.7	1294.7

LIVING AREA BREAKDOWN

Breakdown			Subtotals
First Floor			
	14.0 x	1.0	14.0
	6.5 x	7.5	48.8
	14.5 x	5.0	72.5
	7.5 x	9.0	67.5
	1.0 x	5.5	5.5
	20.5 x	24.5	502.3
	0.5 x	1.0	2.0
Second Floor			
	8.0 x	4.0	32.0
	26.5 x	18.0	477.0
	5.5 x	23.0	126.5
	1.5 x	26.5	39.8
	7.0 x	24.0	168.0
	4.5 x	26.5	119.3
	4.5 x	28.5	128.3
	0.5 x	21.0	10.5
	0.5 x	3.0	3.0
	0.5 x	2.0	3.0
	0.5 x	3.0	3.0
	1.0 x	7.5	7.5
	7.5 x	22.0	165.0
	4.5 x	2.0	9.0
	2.0 x	3.0*	3.0
			2007

Net LIVABLE Area (rounded)

2007

22 Items

(rounded)

2007

PLAT MAP

Client: IRVING ZARETSKY	File No.: 14K006CTL
Property Address: 2853 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123

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947

W A BLK 550

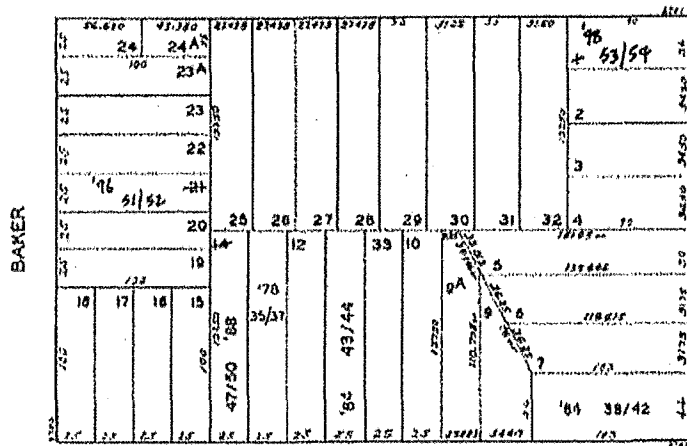
REVISED '73
 " '79
 " '84
 " '88
 " '94
 " '98

2841-2842 BRODERICK ST.
 A CONDOMINIUM

LOT	UNIT	% COMMON AREA
51	2841	33
51	2842	18



FILBERT



Subject

UNION

2768 UNION STREET
 A CONDOMINIUM

LOT NO.	UNIT NO.	% COMMON AREA
35	2762	20.125
36	2764	37.315
37	2766	42.560

2760-2752 UNION ST.
 A CONDOMINIUM

LOT NO.	UNIT NO.	% COMMON AREA
43	2752	65.78
44	2760	44.22

2700-08 UNION ST.
 A CONDOMINIUM

LOT NO.	UNIT NO.	% COMMON AREA
38	2700	26
39	2702	16
40	2704	20
41	2706	19
42	2708	17

2774 UNION ST
 A CONDOMINIUM

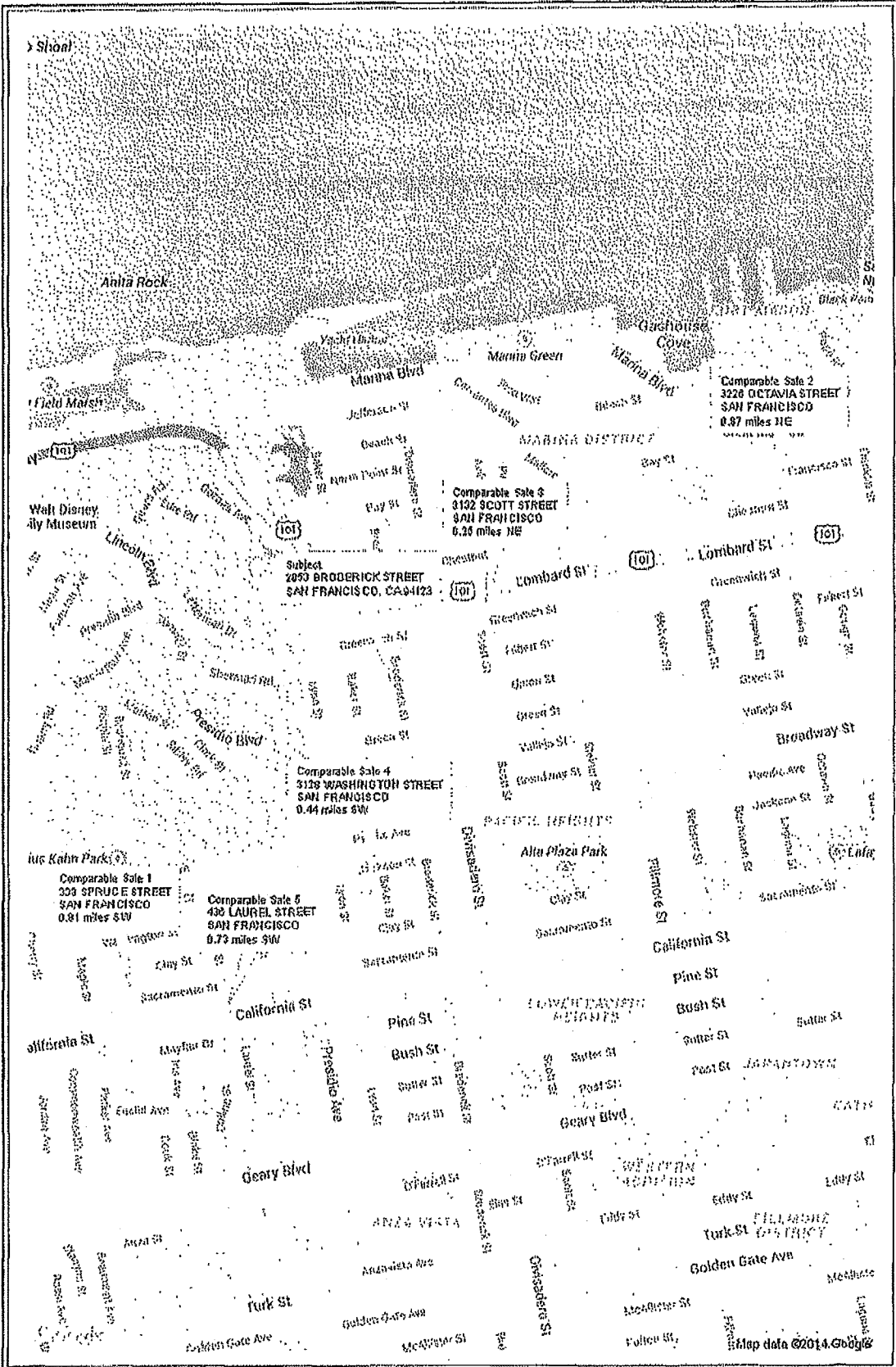
LOT	UNIT	% COMMON AREA
47	1	43.785
48	2	18.307
49	3	18.275
50	4	19.633

2711-2714 BAKER ST.
 A CONDOMINIUM

LOT	UNIT	% COMMON AREA
51	2714	45
51	2716	55

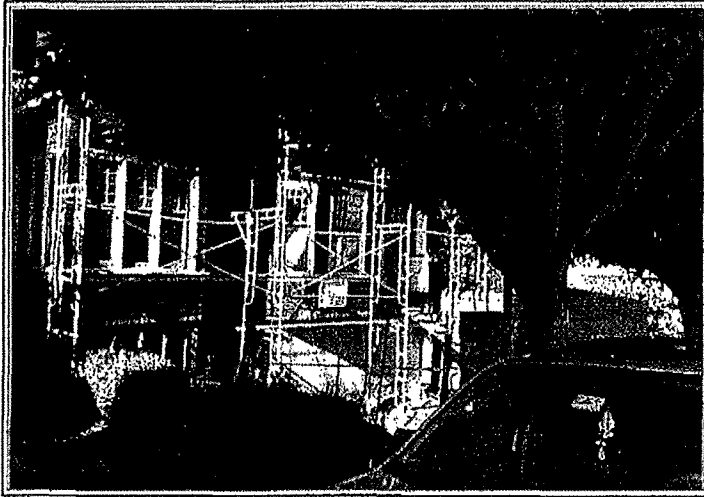
LOCATION MAP

Client: IRVING ZARETSKY File No.: 14K006CTL
Property Address: 2953 BRODERICK STREET Case No.: RES
City: SAN FRANCISCO State: CA Zip: 94123



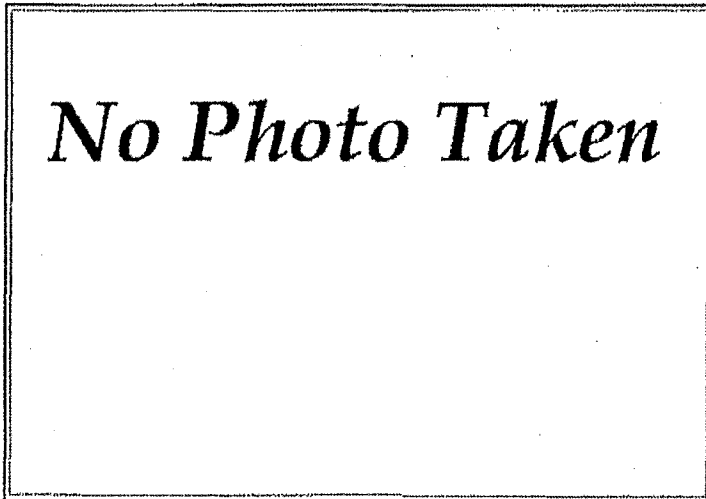
SUBJECT PROPERTY PHOTO ADDENDUM

Client: IRVING ZARETSKY	File No.: 14K006CTL
Property Address: 2853 BRODERICK STREET	Case No.: RES
City: SAN FRANCISCO	State: CA Zip: 94123

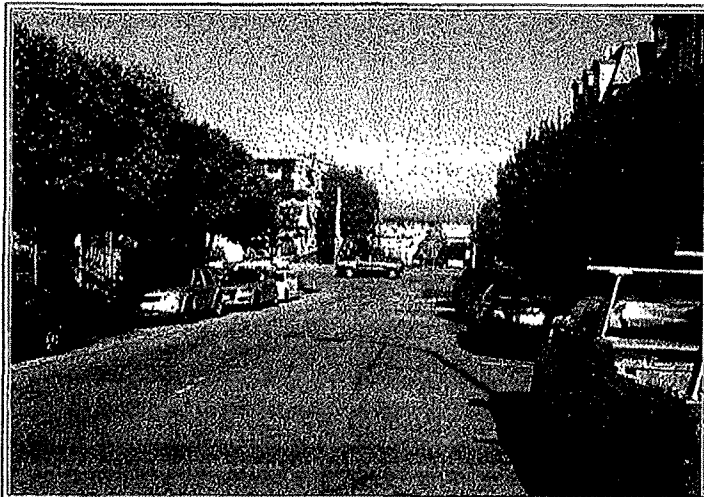


FRONT VIEW OF
SUBJECT PROPERTY

Appraised Date: December 2, 2013
Appraised Value: \$ 1,500,000



REAR VIEW OF
SUBJECT PROPERTY



STREET SCENE

COMPARABLE PROPERTY PHOTO ADDENDUM

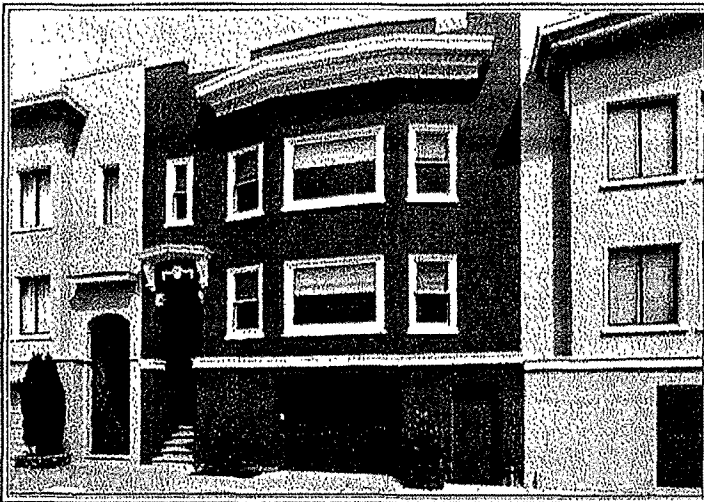
Client: IRVING ZARETSKY	File No.: 14K006CTL
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City: SAN FRANCISCO	State: CA Zip: 94123



COMPARABLE SALE #1

333 SPRUCE STREET

Sale Date: 10/02/2013 COE
Sale Price: \$ 1,708,000



COMPARABLE SALE #2

3226 OCTAVIA STREET

Sale Date: 01/09/2014 COE
Sale Price: \$ 1,695,000



COMPARABLE SALE #3

3132 SCOTT STREET

Sale Date: 03/24/2014 COE
Sale Price: \$ 1,600,000

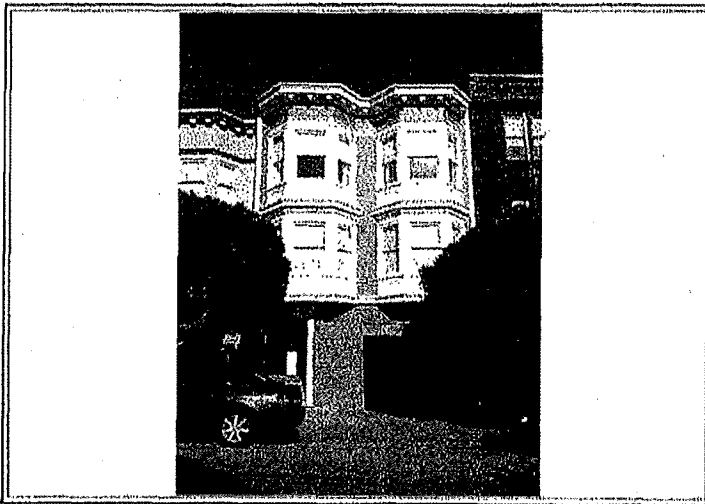
COMPARABLE PROPERTY PHOTO ADDENDUM

Client: IRVING ZARETSKY	File No.: 14K006CTL
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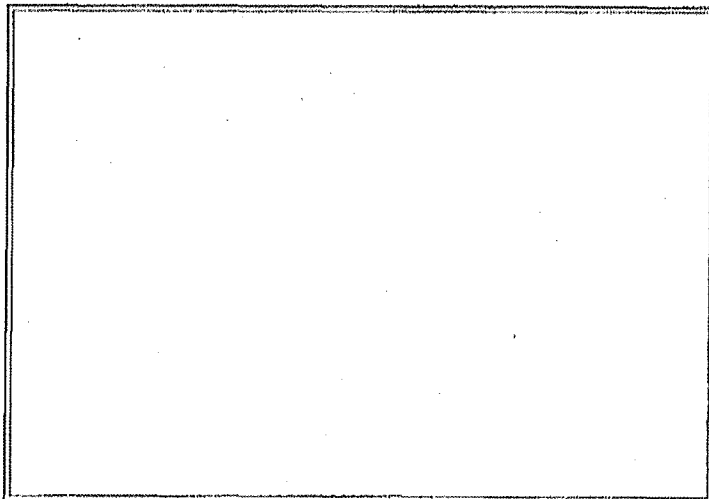
COMPARABLE SALE #4

3128 WASHINGTON STREET
SAN FRANCISCO
Sale Date: 10/04/2013 COE
Sale Price: \$ 1,270,000



COMPARABLE SALE #5

436 LAUREL STREET
SAN FRANCISCO
Sale Date: 08/16/13 COE
Sale Price: \$ 1,349,000



COMPARABLE SALE #6

Sale Date:
Sale Price: \$

From: McGuire, Kristen (CON) [kristen.mcguire@sfgov.org]
Sent: Tuesday, November 25, 2014 11:54 AM
To: Calvillo, Angela (BOS); Nevin, Peggy; BOS-Supervisors; BOS-Legislative Aides; Kawa, Steve (MYR); Howard, Kate (MYR); Falvey, Christine (MYR); Elliott, Jason (MYR); Rose, Harvey (BUD); Campbell, Severin (BUD); Newman, Debra (BUD); sfdocs@sfpl.info; gmetcalf@spur.org; Con, Performance (CON); Bruce Robertson (AIR); millsapsmel@yahoo.com; CON-EVERYONE; CON-CCSF Dept Heads; CON-Finance Officers; CON-PERF DEPT CONTACTS
Subject: Issued: Citywide Performance Measurement FY 2013-14 Annual Report

The Office of the Controller, City Services Auditor (CSA) has issued the Citywide Performance Measurement FY 2013-14 Annual Report. The report has data for all measures currently in the Citywide Performance Measurement System—over 1,000 measures covering all City departments. The report also summarizes performance measurement highlights as well as the Citywide Performance Measurement Program's ongoing work.

To view the full report, please visit our website at: <http://openbook.sfgov.org/webreports/details3.aspx?id=1856>

You can also access the report on the Controller's website (<http://www.sfcontroller.org>) under the News & Events section and on the Citywide Performance Measurement Program website (www.sfgov.org/controller/performance) under the Performance Reports section.

For more information, please contact:

Office of the Controller
City Services Auditor Division
Phone: 415-554-7463
Email: Performance.con@sfgov.org

To learn more about the Citywide Performance Measurement Program, visit our website at www.sfgov.org/controller/performance.

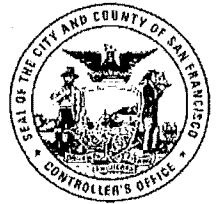
Follow us on Twitter @SFController

City and County of San Francisco

Office of the Controller – City Services Auditor

CITYWIDE PERFORMANCE MEASUREMENT PROGRAM

Fiscal Year 2013-14 Annual Report



November 25, 2014

Acknowledgements

Citywide Performance Measurement Program Team:

Peg Stevenson, Director, City Performance Unit
Sherman Luk, Acting Project Manager
Julia Salinas, Sr. Performance Analyst
Matt Podolin, Sr. Performance Analyst
Celeste Berg, Performance Analyst
Kyra Sikora, City Hall Fellow
Andrew Ju, City Hall Fellow

Performance Measurement System Staff:

Jeff Pera, System Manager
Howard Murayama, System Analyst
Connie Chu, System Analyst

Contact Information:

To learn about the PM Program, please visit the Controller's Office website at www.sfgov.org/controller/performance. Features of the website include:

- Information about performance measurement
- Various reports and datasets that include performance measurement information
- Related performance measurement activities in San Francisco
- Links to other jurisdiction performance measurement programs, resource organizations, and publications
- Contact information for the performance measurement team

For employees of the City and County of San Francisco, resource materials are available for creating and improving performance measures within a department.

For general information, please contact a member of the PM Program at performance.con@sfgov.org.

CONTROLLER'S OFFICE CITY SERVICES AUDITOR

The City Services Auditor was created within the Controller's Office through an amendment to the City Charter that was approved by voters in November 2003. Under Appendix F to the City Charter, the City Services Auditor has broad authority for:

- Reporting on the level and effectiveness of San Francisco's public services and benchmarking the city to other public agencies and jurisdictions.
- Conducting financial and performance audits of city departments, contractors, and functions to assess efficiency and effectiveness of processes and services.
- Operating a whistleblower hotline and website and investigating reports of waste, fraud, and abuse of city resources.
- Ensuring the financial integrity and improving the overall performance and efficiency of city government.

Report Overview

The Citywide Performance Measurement Program Annual Report provides annual performance data from Fiscal Year 2013-2014 (FY14) for all 48 City departments. Citywide performance data includes over 1,000 performance measures that report on the effectiveness and efficiency of departments' major goals and activities. The report includes actual values for FY12 – FY14 and department targets for FY14 – FY16.

The report highlights the following areas:

1. Health and Human Services
2. Public Safety
3. Culture and Recreation
4. Transportation and Public Works
5. General Administration

Citywide Performance Measurement Program Overview

The Citywide Performance Measurement (PM) Program – managed by the Controller's Office City Performance Unit – strives to increase the use of performance measurement in order to improve the efficiency and effectiveness of City government. The PM Program collects, validates, and reports on performance data from all 48 City departments in order to increase transparency, create dialogue, and build the public's confidence regarding the City's management of public business. The program team also provides technical assistance to departments to improve the quality, breadth, and relevance of their performance measures. The Controller's Office began collecting performance data in 2000 and uses this information to assess the efficiency and effectiveness of City services – as mandated by voters in Proposition C (2003).

Fiscal Year 2014 Program Activities

In FY14, the Citywide Performance Measurement Program accomplished the following:

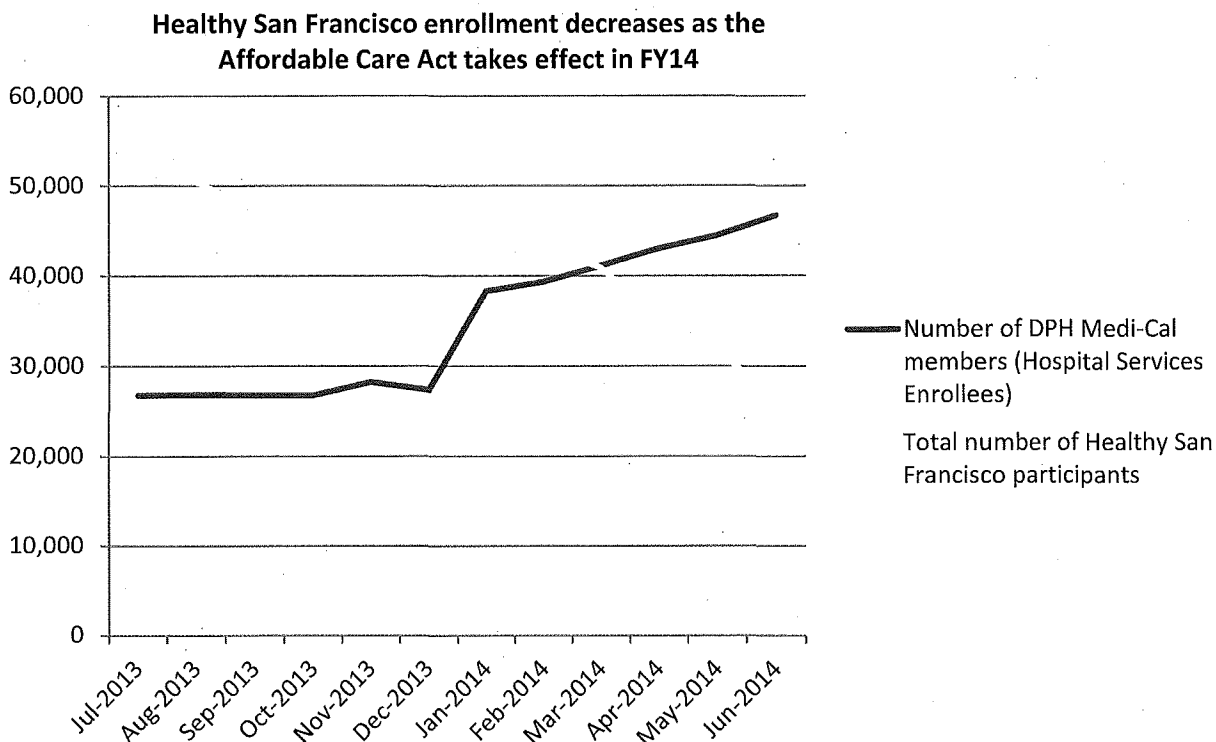
1. Met with 31 City departments to provide technical assistance on how to refine the robustness and relevance of their performance measures. Twenty departments updated their measures as a result of this outreach. The types of updates departments made include the following:
 - a. Aligned measures to department's strategic plans
 - b. Removed measures that were no longer reflective of the department's main activities or that were no longer collected consistently
 - c. Added measures that better reflected department outcomes and efficiency
2. Designed an upgrade to the PM System, to be launched in January 2015.
3. Published the quarterly Government Barometers at <http://sfgovbar.weebly.com/>, an interactive website that allows users to view trends, adjust timelines, and build their own charts.
4. Continued to collect, validate, analyze, and report on performance data from all City departments for inclusion in the Mayor's Budget Book, the Comprehensive Annual Financial Report, and the Citywide Performance Measurement Program Annual Report.

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1. Health and Human Services Highlights

Health Services

Healthy San Francisco (HSF) is a comprehensive health coverage program for uninsured San Francisco residents, ages 18 to 64. Over the last year, the number of enrollees in Healthy San Francisco has decreased by 50% and the number of DPH Medi-Cal members has increased by roughly 7%. One of DPH's goals under health reform is to transition HSF participants onto an insurance product like Medi-Cal, and so this downward trend in HSF participation is a positive result of the Affordable Care Act.



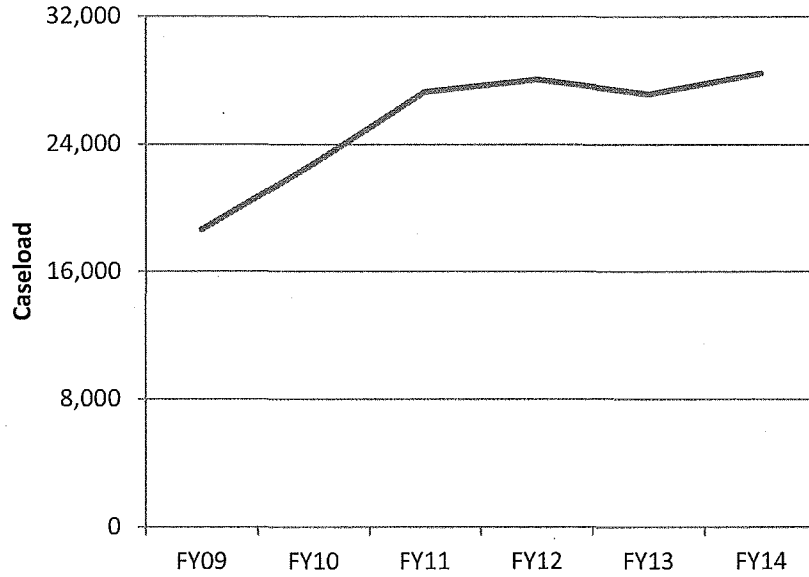
Source: Department of Public Health

Human Services Caseloads

The number of individuals receiving food stamps has seen a generally steady increase from year to year since FY11, which may be attributed to the City's efforts to find and enroll individuals who are eligible for this benefit. On the other hand, caseloads for CalWORKS, which gives cash aid and services to eligible and needy California families, and the County Adult Assistance Program (CAAP), which provides financial support and services to very low-income San Franciscans with no dependent children, have been in steady decline.

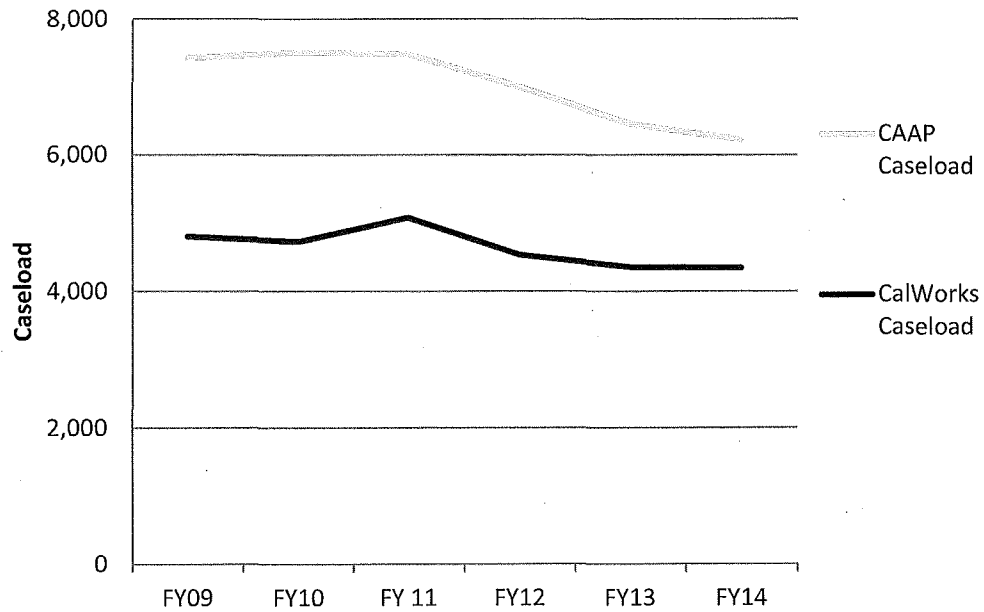
The decline in CalWORKS caseload may be attributed to individuals reaching the end of legislated limits to time on aid as well as concerted efforts to assist individuals in obtaining employment, training, and/or education. The decline for CAAP may be attributed to CAAP efforts to connect individuals with Supplemental Security Income and employment opportunities as well as general improvement in economic conditions in the city.

Food Stamps caseload gradually increases



Source: Human Services Agency

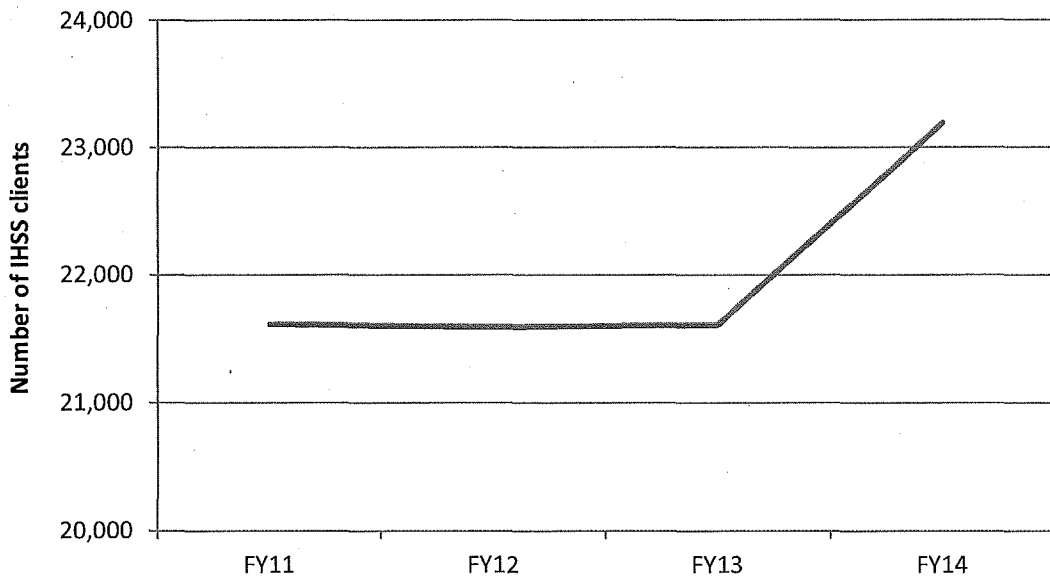
CalWORKs and CAAP caseloads gradually decrease



Source: Human Services Agency

IHSS has seen an uptake in cases due to eligibility changes related to the Affordable Care Act: Modified Adjusted Gross Income (MAGI) Medi-Cal consumers, who are determined financially eligible for Medi-Cal based on income and household size, are now eligible for IHSS.

Total number of In Home Support Services (IHSS) clients increases by 7% from FY13 to FY14

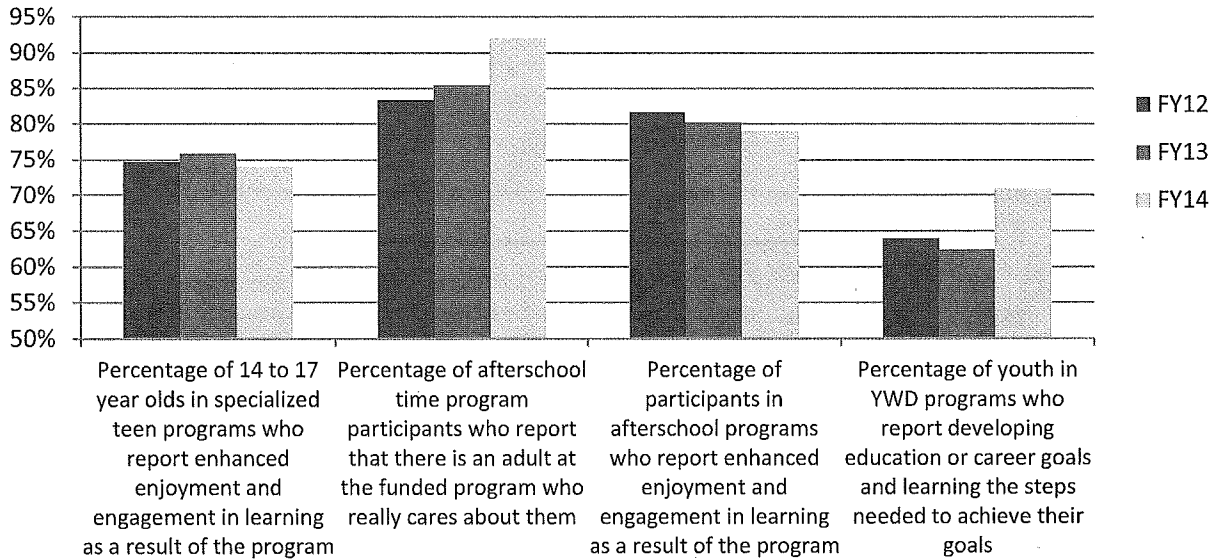


Source: Human Services Agency

Youth Services

The Department of Children, Youth, and their Families (DCYF) uses participant feedback to evaluate the programs they fund. Over 70% of youth provided positive feedback for DCYF's teen and afterschool programs over the past three fiscal years. Alternatively, the youth workforce development (YWD) programs achieved this rate for the first time this year with 71% of youth reporting they developed their education or career goals through the program.

DCYF receives increased positive feedback for afterschool programs and youth workforce development program

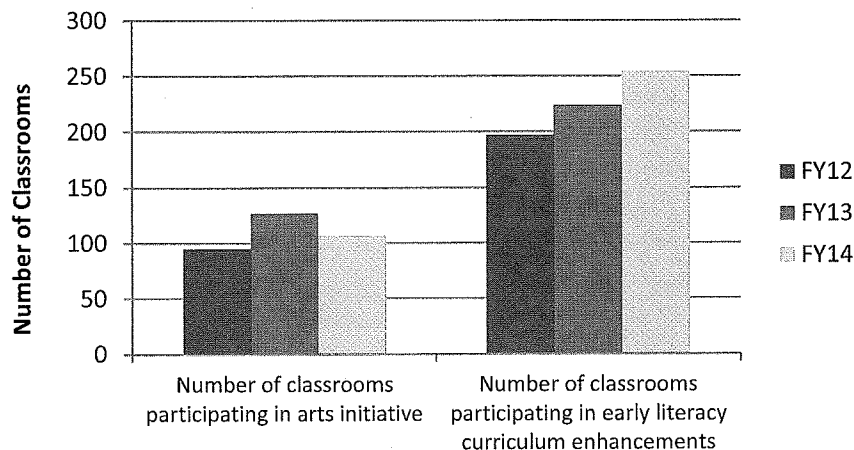


Source: Department of Children, Youth, and Families

Over the last three years, the number of Preschool for All classrooms receiving arts-related services has fluctuated, while the number of classrooms receiving literacy-related services has steadily increased.

The arts initiative is a Preschool for All-sponsored program that provides arts-related professional development for teachers and services to increase preschoolers' exposure to the arts.

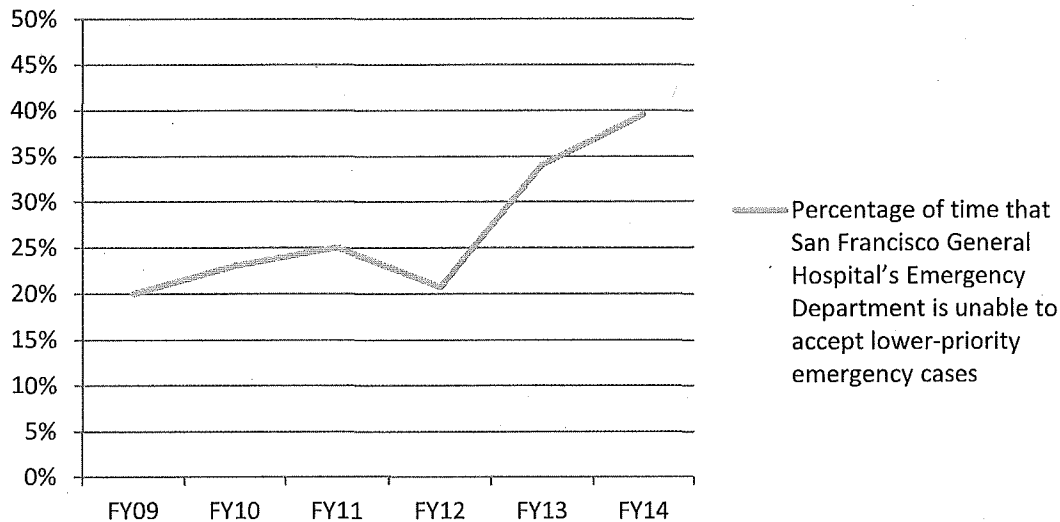
Preschool for All classroom participation fluctuates



Source: First Five

In FY14, San Francisco General Hospital's Emergency Department was on ambulance diversion, which means that SFGH's Emergency Department (ED) is at capacity and unable to accept certain low-priority non-life-threatening cases 39% of the time – up almost 20% from FY12. During ambulance diversion, SFGH continues to accept patients needing trauma care, specialty services, and walk-in services.

SF General Hospital's Emergency Department reaches capacity more frequently in FY14



Source: Department of Public Health

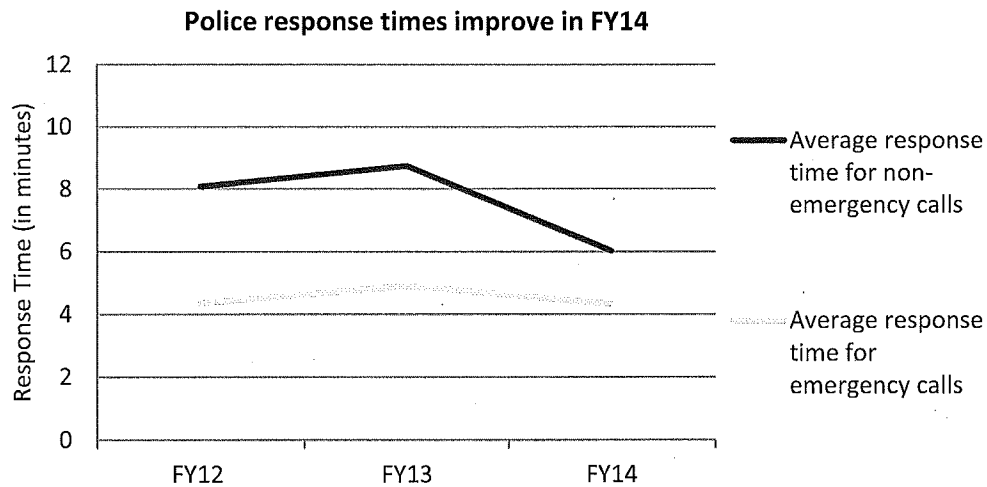
Other Health and Human Services Highlights

- Average daily population of San Francisco General Hospital has decreased by 12% since FY13 and by roughly 20% since FY11. There has been no year-to-year change in average daily population of Laguna Honda Hospital since FY12.
- The number of new preschool slots created through investments in the Public Education Enrichment Fund increased by 65% since last fiscal year.
- The percentage of In-Home Supportive Services applications that have been processed within the mandated timeframe increased by 30% since last fiscal year.
- The percentage of In-Home Supportive Services case reassessments completed within the mandated timeframe decreased by 37% since last fiscal year.
- The percentage of veterans assisted through the County Veteran's Service Office or VA Medical Center for whom additional/increased benefits were obtained increased by 40% since last fiscal year.
- Number of health complaint investigations performed by the public services program increased by 84% since last year.

2. Public Safety Highlights

Police Response Times

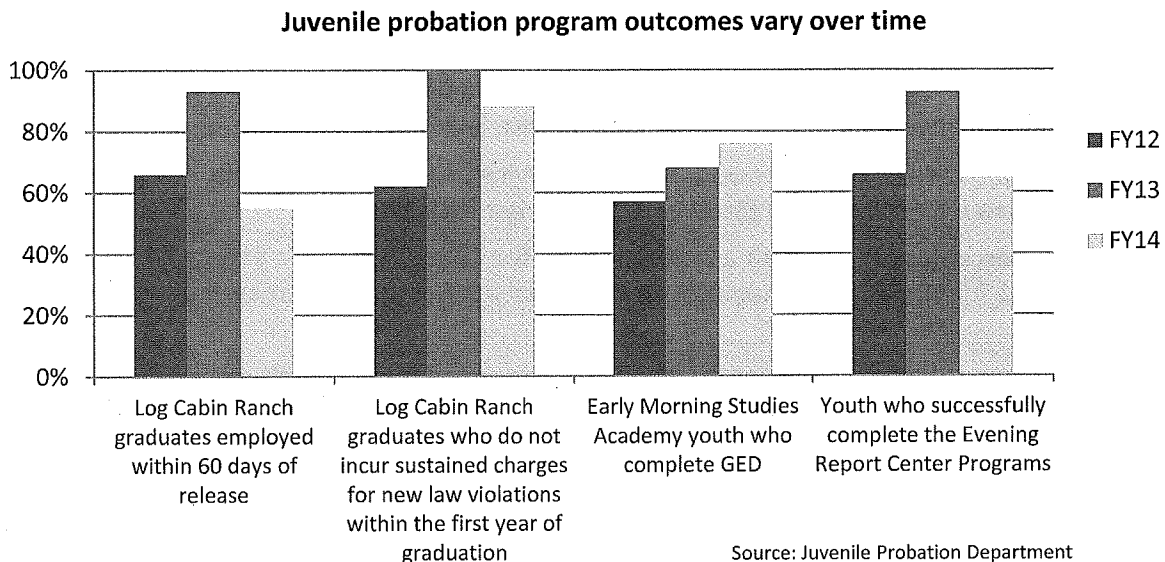
Police response times have improved for both emergency and non-emergency calls since FY13. The response time for emergency incidents improved by over 30 seconds, while the response times for non-emergency incidents improved by more than 2 minutes. Response time is the time between dispatch and arrival on scene.



Source: Police Department

Juvenile Probation Program Outcomes

Juvenile probation programs present varying results in program outcomes from year to year. Over the past three years, the Early Morning Studies Academy has resulted in a steady increase of youth who have completed their General Education Diploma (GED). Log Cabin Ranch and the Evening Report Center Programs both had improvements in their program outcomes in FY13 followed by a dip in FY14.

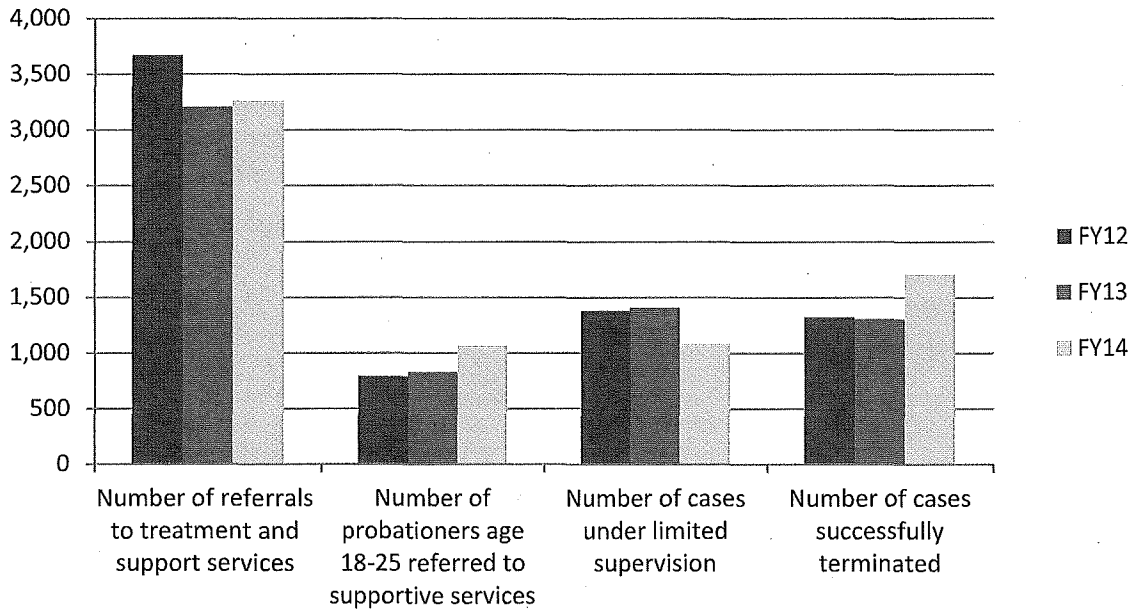


Source: Juvenile Probation Department

Adult Probation Service Provision

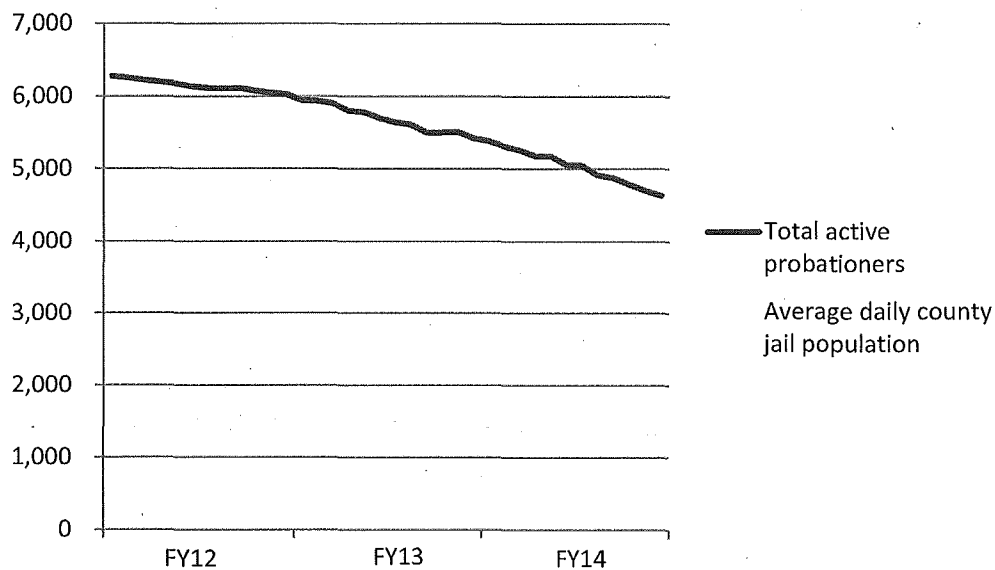
While the total number of referrals to treatment and support services for adult probationers has remained relatively stable over the last three years, the number of probationers ages 18-25 referred to supportive services increased by over 30% during this time. The Adult Probation Department successfully terminated (individuals completed probation successfully) in 30% more cases during FY14 than during the prior year. Average daily county jail population and number of total active probationers have continued to decline.

Adult probation services remain relatively stable



Source: Adult Probation Department

Total active probationers declines



Source: Sheriff's and Adult Probation Departments

Other Public Protection Highlights

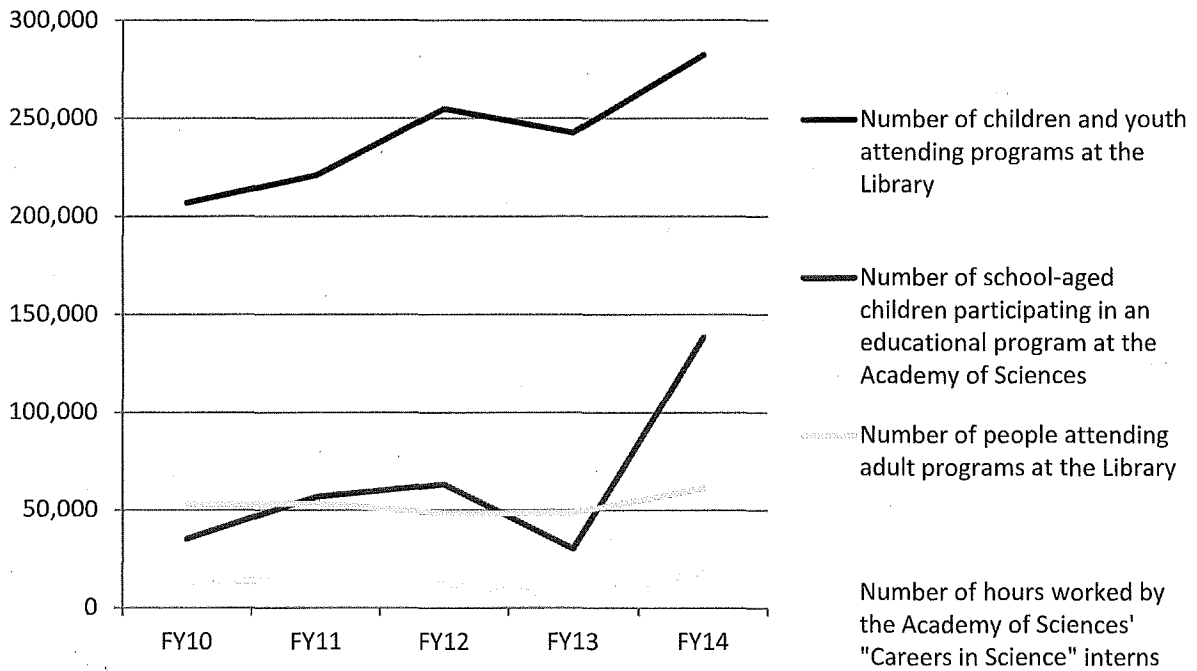
- The City's cost per inmate per day in jail increased by 17% since last fiscal year, rising from \$135 to \$158 per inmate per day.
- The cost per youth per day at Juvenile Hall increased 10% to \$420 since last fiscal year.
- The number of applicants/individuals receiving legal consultation through the Public Defender's Office and referrals via drop-in services and telephone conferences has increased by 44% since last fiscal year.
- The number of visits by probationers and victims to the Adult Probation Department for services increased by 52% since last fiscal year.

3. Culture and Recreation Highlights

Educational Programs

City departments that provide culture and recreation services have seen growth in the popularity of educational programs. The Library and Academy of Sciences have achieved record attendances in their educational programs. These successes reflect the departments' focus on new and culturally relevant programs, technology-oriented courses for adults, and more non-English speaking courses.

Participation in library and science educational programs increases

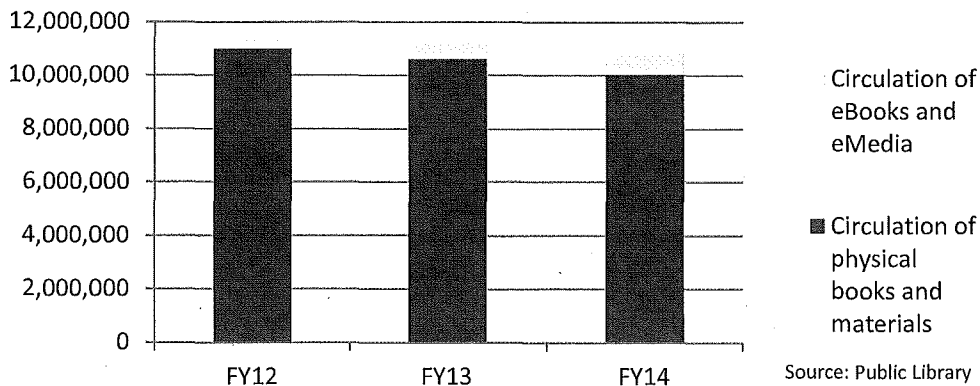


Source: Library and Academy of Sciences

Library Services

The use of eBooks and eMedia continues to increase, while physical books and materials decrease. In FY12, eBooks and eMedia represented roughly 3.5% of total circulation and the percentage of eBooks and eMedia now makes up nearly 8% of total circulation. This trend shows a significant increase in the use of technology in the Library's services.

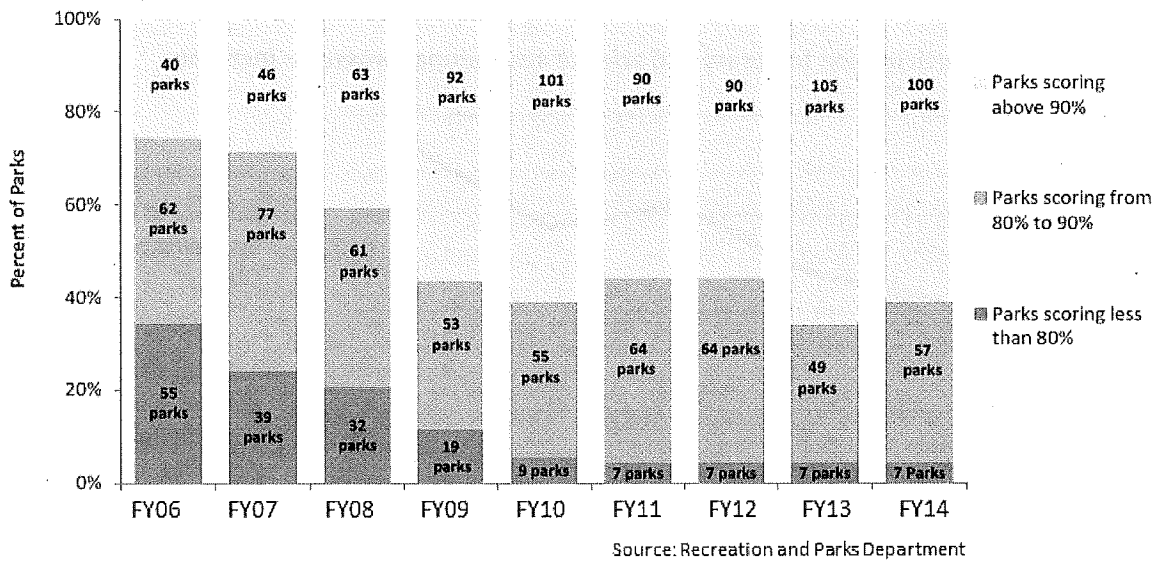
Circulation of eBooks and eMedia increases



Source: Public Library

Distribution of Park Scores Citywide

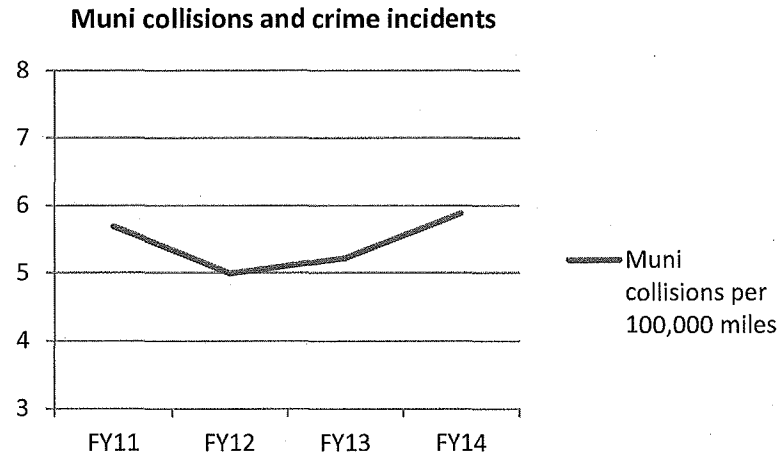
In FY 2013-14, 96% of parks scored above 80%. Parks scoring above 90% decreased from 105 parks in FY13 (65%) to 100 parks in FY14 (61%). The number of parks scoring between 80% and 90% increased in FY14 to account for roughly 35% of parks compared to only 30% of parks in FY13. However, there were more parks scoring in the higher part of this range (87 to 89%) in FY14 than in FY13.



4. Transportation and Public Works Highlights

Muni Safety

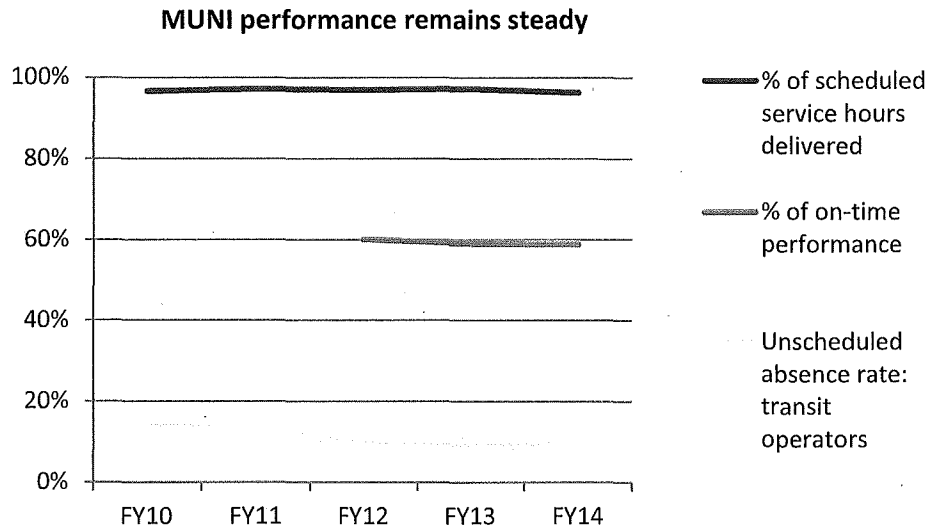
The frequency of Muni collisions has increased 13% since FY13, and the number of Muni-related crimes reported by the SFPD has more than doubled over this same time period.



Source: Municipal Transportation Authority

Muni Performance

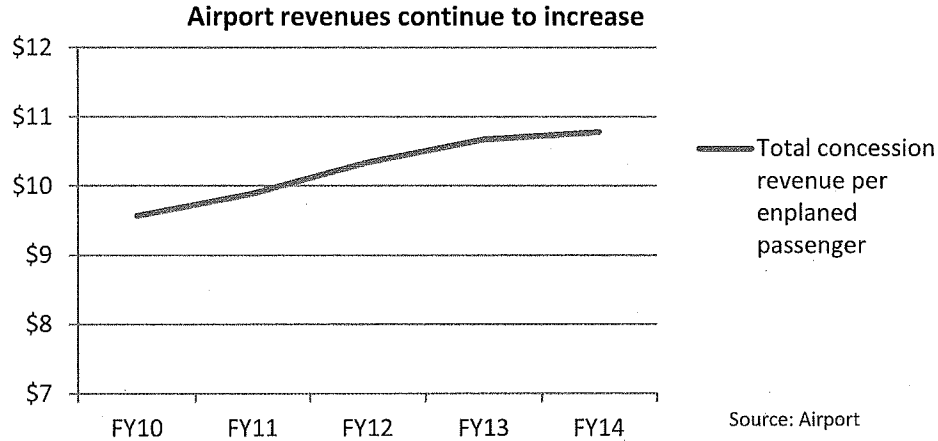
The percentage of scheduled service hours delivered, the percentage of on-time performance for Muni buses, and the unscheduled absence rate of transit operators collectively present a concise picture of Muni performance. Percent of service hours delivered has decreased by 7%, percent of on-time performance has remained constant, and unscheduled absence rate of transit operators has increased by 9%. Among other factors, these changes may be influenced by external factors such as seasonal changes in ridership patterns and traffic congestion.



Source: Municipal Transportation Authority

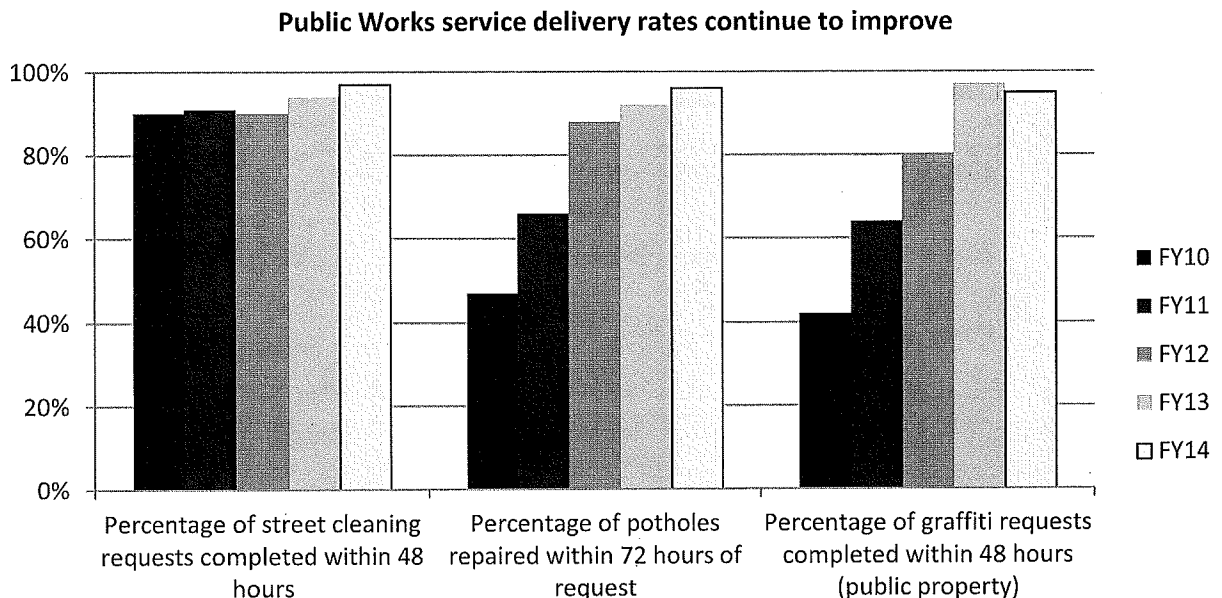
Airport Revenues

The Airport provides an annual service payment to the City’s General Fund for indirect services provided by the City to the Airport, calculated at 15% of concession revenues or \$5 million, whichever figure is greater. The San Francisco Airport’s annual service payment to the City’s General Fund increased \$1.5 million in FY14 – in line with a steady upward trend of Airport concession revenues over time. These increasing revenues are due to strong car rental revenues, robust groundside activity, higher food and beverage consumption, and increased duty free luxury merchandise sales.



Public Works Service Delivery

The Department of Public Works’ timely delivery of services has steadily improved since FY10. In FY14, over 90% of requests for street cleaning, street use permits, pothole repairs, and graffiti abatement were fulfilled within target timeframes (generally 2-3 days). These improvements can be attributed to specific changes such as a restructuring and increased staffing of the Graffiti unit and a new asset management system for handling potholes.

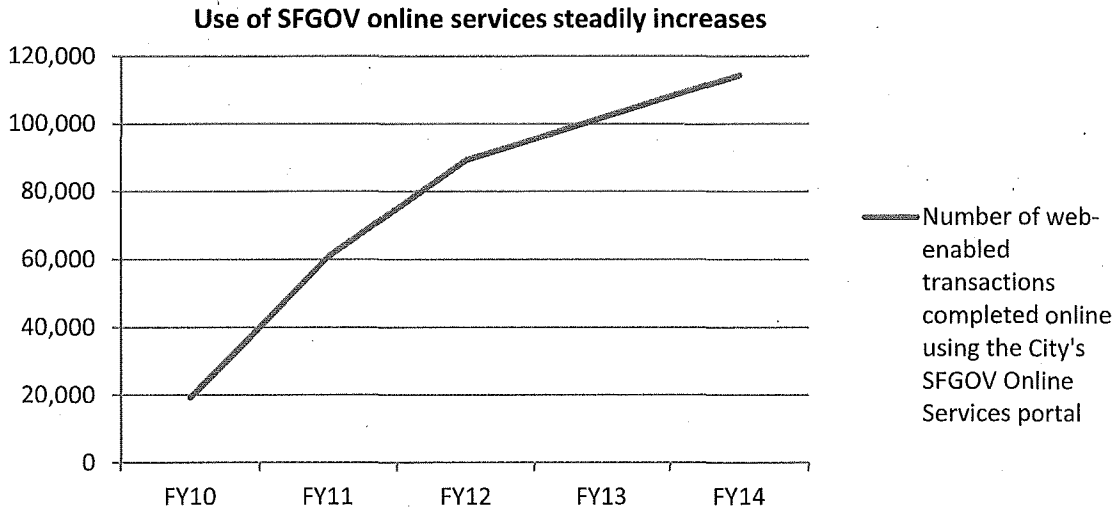


Source: Department of Public Works

5. General Administration Highlights

Online Services

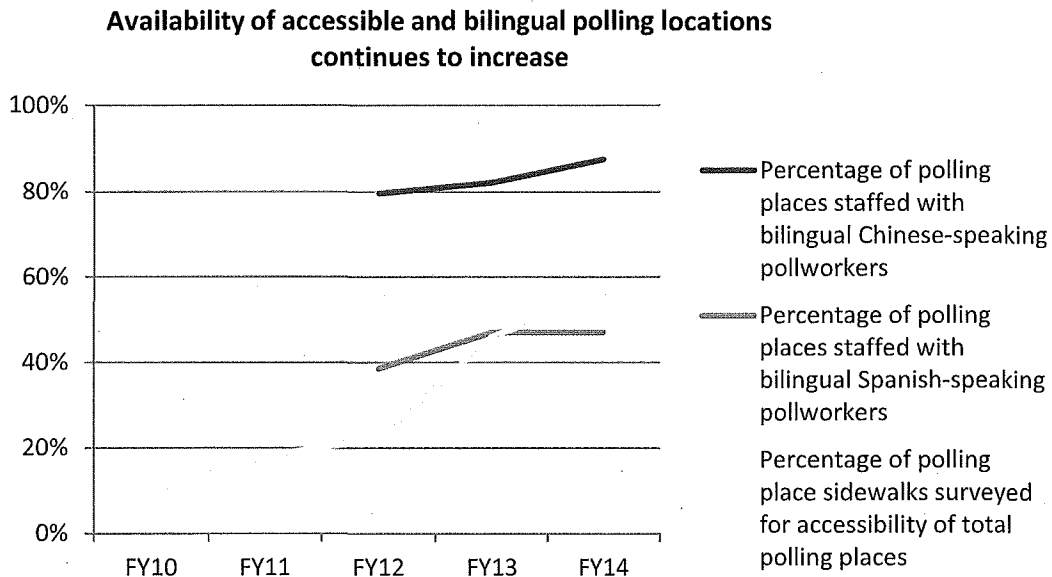
The number of web-enabled transactions using the City's SFGOV online services portal has increased steadily over the past two fiscal years (approximately 13% each year), following a sharp increase from FY10 to FY12. The data collected includes transactions for business taxes, property taxes, and dog licensing, and reflects the continued demand for online services.



Source: Office of Treasurer and Tax Collector

Elections Services

The percentage of bilingual Spanish and Chinese-speaking poll workers has increased approximately 10% between FY12 and FY14. There has also been an increase in the percentage of polling places surveyed for disability access.



Source: Department of Elections

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Appendix A: Performance Measurement Background

Performance Measurement Overview

The Performance Measurement (PM) System contains performance measures from all 48 City departments. Many different types of performance measures are recorded in the PM System, including input, output, efficiency, and outcome measures. Departments are encouraged to report on a range of measures, with an emphasis on outcome and efficiency measures.

The chart below defines the types of performance measures. Reporting on a mix of these types of measures inform operational decisions within departments and increase the public's understanding of the department's activities, mission, and priorities.

Performance Measure Types

Measure Type	Definition
Input	Resources expended to produce/deliver services and products
Output	The products and services delivered, the amount of work completed within the organization or by its contractors
Efficiency	Unit-cost ratio (output per unit of input)
Outcome	The results, benefits, or impacts of a program or activity on the customers or public they serve
Benchmark	Standard against which performance can be compared (historical, industry standard, similar jurisdictions, best practices, etc.)
Customer Service	Measures that report on customer's experience working with departments

Systems and Process

The PM Program collects data through a web-based Cognos business intelligence platform (PM System) that is integrated with the budget preparation system to form the Budget and Performance Measurement System (BPMS). BPMS is a first step toward integrating budget planning and performance measurement data.

The PM System contains over 1,000 performance measures for the City's departments. For each department, the PM System includes detailed information on programs, goals, measures, measure definitions, data sources, data collection methodologies, and other explanatory detail. Many of the measures tracked in the PM System include more than five years of historical data.

Departments enter data into the PM System twice a year; in March to report updated current year data and targets for the next two budget years, and in September to report final year-end data for the previous fiscal year. One hundred and eighty three users currently have access to the PM System.

Performance data are used for various purposes at both the department and citywide level, including department management, reporting for the annual budget process (including publication of select measures in the Mayor's Proposed Budget), Government Barometer, Comprehensive Annual Financial Report (CAFR), and hearings for the Board of Supervisors.

The Controller's Office provides training to PM System users before each semi-annual data collection cycle. The training program focuses on what data is required, how to use the PM System, and evolving thinking on how to develop quality performance measures, such as having an appropriate mix of efficiency and outcome measures, reliability, alignment with organizational mission and objectives, and usefulness to managers and policymakers.

City Department Performance Measures

This report lists all current performance measures for all City departments in Appendix B, including actual values for the past two fiscal years and targets for the next two fiscal years. Measures are sorted by department, program, and goal.

To prepare this report, the Citywide Performance Measurement Program used performance data supplied by City departments. Although the PM Program has reviewed the data for overall reasonableness and consistency, the departments are responsible for ensuring that performance data is valid and complete.

Note that data is reported as N/A (not available) in the following cases:

- Data comes from an external source and was not available in time for the report
- Data is collected less often than annually
- Measures are new and data has not yet been collected
- Measures are old and are awaiting deletion
- The department did not complete their data entry in time for this report

Appendix B: Department Performance Measures

City Department	Dept Code	Page Number
Academy of Sciences	SCI	1
Administrative Services	ADM	2
Adult Probation	ADP	6
Airport	AIR	10
Arts	ART	12
Asian Art Museum	AAM	14
Assessor/Recorder	ASR	15
Board of Appeals	PAB	16
Board of Supervisors	BOS	17
Building Inspection	DBI	21
Children and Families Commission	CFC	23
Child Support Services	CSS	26
Children, Youth & Their Families	CHF	27
City Attorney	CAT	30
City Planning	CPC	33
Civil Service	CSC	36
Controller	CON	37
District Attorney	DAT	40
Economic and Workforce Development	ECN	41
Elections	REG	43
Emergency Management	DEM	45
Environment	ENV	48
Ethics	ETH	50
Fine Arts Museum	FAM	51
Fire	FIR	52
Health Services System	HSS	55
Human Resources	HRD	57
Human Rights	HRC	60
Human Services	HSA	61
Juvenile Probation	JUV	67
Law Library	LLB	71
Mayor	MYR	72
Municipal Transportation Agency	MTA	74
Police	POL	77
Port	PRT	79
Public Defender	PDR	81
Public Health	DPH	83
Public Library	LIB	87
Public Utilities	PUC	93
Public Works	DPW	98
Recreation and Parks	REC	101
Rent Arbitration Board	RNT	104
Retirement System	RET	105
Sheriff	SHF	106
Status of Women	WOM	109
Technology	TIS	111
Treasurer/Tax Collector	TTX	112
War Memorial	WAR	114

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ACADEMY OF SCIENCES - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ACADEMY OF SCIENCES				
Provide excellent and educational experiences to a broad range of visitors that inspire them to explore, explain, and sustain life				
<input type="checkbox"/> Number of volunteer hours	77,500	81,000	75,000	67,400
<input type="checkbox"/> Number of visitors	1,439,143	1,474,878	1,425,000	1,353,953
<input type="checkbox"/> Number of visitors attending on San Francisco Neighborhood Free Days and Quarterly Free Days	76,019	41,738	45,000	47,002
<input type="checkbox"/> Percentage of randomly surveyed visitors rating the quality of the Aquarium as good or better	95%	88%	90%	91%
<input type="checkbox"/> City cost per visitor	\$1.96	n/a	\$2.01	\$3.27
Reach school-aged and pre-school children in San Francisco and provide educational resources to San Francisco schools and teachers.				
<input type="checkbox"/> Number of school-aged children participating in an Academy educational program	62,958	29,950	57,000	138,218
Ensure a safe and sustainable institution for the public visitors, the living collections and the aquarium staff				
<input type="checkbox"/> Recycling rate of Academy waste	75%	81%	75%	81%
<input type="checkbox"/> Percentage of staff who commute sustainably to the Academy	25%	31%	30%	35%
Provide meaningful paid intern opportunities for San Francisco teenagers to learn about basic science concepts, and explore potential science youth development program within a paid work environment				
<input type="checkbox"/> Number of Careers in Science Program interns	38	30	35	38
<input type="checkbox"/> Number of hours worked by Careers in Science interns	11,891	5,500	12,000	17,913
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	11	11	11	12
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	11	11	11	12

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ADMINISTRATIVE SERVICES - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
311 CUSTOMER SERVICE CENTER				
CSR Productivity				
<input type="checkbox"/> Percentage of Customer Service Representatives that answer 17 calls per hour	n/a	n/a	n/a	n/a
One Call Resolution				
<input type="checkbox"/> Percentage of calls handled without a transfer	96%	95%	95%	94%
Quality Assurance				
<input type="checkbox"/> Quality assurance percentage score	96%	96%	92%	96%
Service Level Percentage				
<input type="checkbox"/> Percentage of calls answered in 60 seconds	74%	72%	60%	68%
Public Self Service				
<input type="checkbox"/> Percentage of Automated 311 Service Requests	n/a	n/a	30%	32%
ANIMAL WELFARE				
Decrease number of animals euthanized				
<input type="checkbox"/> Percentage of live animal releases	75%	78%	76%	80%
Decrease or maintain average field emergency response time				
<input type="checkbox"/> Field service emergency response time, in minutes	22	21	23	21
COUNTY CLERK SERVICES				
Streamline delivery of County Clerk services				
<input type="checkbox"/> Percentage of customers assisted within ten minutes from the time they are ready to be served	91%	96%	90%	96%

ADMINISTRATIVE SERVICES - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DISABILITY ACCESS				
Conduct required plan and site reviews in a timely manner				
<input type="checkbox"/> Percentage of requests for plan reviews fulfilled within twenty business days	95%	92%	85%	87%
<input type="checkbox"/> Percentage of requests for site reviews fulfilled within seven business days	97%	97%	95%	96%
FLEET MANAGEMENT				
Control citywide vehicle costs by reducing the number of vehicles assigned to departments				
<input type="checkbox"/> Number of vehicles assigned to departments	875	888	890	924
Transition the general purpose fleet to clean fuel technologies				
<input type="checkbox"/> Percentage of the general purpose fleet that is clean fuel	47%	51%	50%	51%
GRANTS FOR THE ARTS				
Promote San Francisco as a tourist destination by supporting the arts and cultural community				
<input type="checkbox"/> Number of attendees at programs and events supported by GFTA funding	9,602,611	9,421,838	9,650,000	9,694,680
LABOR STANDARDS ENFORCEMENT				
Implement and enforce San Francisco labor laws				
<input type="checkbox"/> Percent of MWO claims resolved within one year of filing	n/a	n/a	n/a	190
Implement and enforce Prevailing Wage requirements				
<input type="checkbox"/> Back wages assessed for violation of prevailing wage requirements	n/a	n/a	n/a	789,662

ADMINISTRATIVE SERVICES - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
MEDICAL EXAMINER				
Complete cases and investigations in a timely manner				
<input type="checkbox"/> Percentage of all notifications of families completed within 24 hours	94%	94%	90%	91%
<input type="checkbox"/> Percent of toxicology exams completed within 90 calendar days of submission	81%	62%	90%	67%
PROCUREMENT SERVICES				
Achieve cost savings and make the purchasing process more efficient				
<input type="checkbox"/> Percentage of all purchases made through term contracts (excluding professional services)	49%	50%	40%	71%
<input type="checkbox"/> Average number of days to convert requisitions not requiring formal bidding into purchase orders	4.0	6.0	3.8	4.7
REAL ESTATE SERVICES				
Keep rental rates for City tenants below market rates				
<input type="checkbox"/> Average occupancy rate in City-owned buildings managed by Real Estate	100%	100%	95%	100%
<input type="checkbox"/> Average per sq ft cost of City-operated buildings compared to listing rates in Civic Center	59%	59%	90%	55%
<input type="checkbox"/> Average per sq ft cost of office space lease portfolio compared to market rates	72%	52%	85%	45%
TOURISM EVENTS				
Promote San Francisco as a convention destination by providing high quality services				
<input type="checkbox"/> Percentage of client post-convention survey ratings in the above average or higher category. *2014-2015 and 2015-2016 Targets reflect Moscone Center construction that is scheduled to begin fall 2014 and continue through 2016.	87%	86%	80%	83%

ADMINISTRATIVE SERVICES - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
VEHICLE & EQUIPMENT MAINTENANCE & FUELING				
Maintain availability of City vehicles for department use				
<input type="checkbox"/> Percentage of repairs of Police vehicles performed in less than 3 days	71%	60%	69%	72%
<input type="checkbox"/> Percentage of repairs of general purpose vehicles performed in less than 3 days	75%	80%	70%	69%
Maintain a reasonable average maintenance cost per vehicle				
<input type="checkbox"/> Average annual maintenance cost per Police vehicle	\$4,531	\$5,317	\$5,200	\$4,492
<input type="checkbox"/> Average annual maintenance cost per general purpose vehicle	\$1,255	\$1,365	\$1,100	\$1,156
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	48	316	400	n/a
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	174	91	400	n/a
CONTRACT MONITORING				
Ensure that CCSF does not contract with vendors that discriminate (a) based on defined protected classes, or (b) in providing benefits to employees with domestic partners.				
<input type="checkbox"/> Total Number of EBO (12B) Compliant CCSF Vendors	16,018	17,257	17,200	17,780
Increase and ensure participation of local businesses through City contracting and purchasing.				
<input type="checkbox"/> Total Number of LBE, PUC-LBE, NPE, and SBA Certified Firms	n/a	n/a	1,500	2,843
<input type="checkbox"/> Total number of awarded active CCSF contracts monitored by CMD	n/a	n/a	488	1,410
<input type="checkbox"/> Total Minimum Dollars Awarded to LBE, PUC-LBE, NPE, and SBA Certified Firms	n/a	n/a	200,000,000	332,683,940

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ADULT PROBATION - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ADMINISTRATION - ADULT PROBATION				
Increase collection of fines and fees.				
<input type="checkbox"/> Amount of fines and fees	\$386,484	\$461,745	\$267,000	\$527,547
Maximize staff effectiveness				
<input type="checkbox"/> Percentage of available employees receiving performance appraisals	100%	100%	100%	100%
<input type="checkbox"/> Percentage of eligible APD peace officer employees completing a minimum of 40 hours of mandated training	100%	100%	100%	98%
<input type="checkbox"/> Percentage of newly appointed peace officer staff that have completed mandatory CORE training	100%	100%	100%	100%
<input type="checkbox"/> Probationers, PRCS, Mandatory Supervision clients per Probation Officer	102	81	50	70
<input type="checkbox"/> Probation officer cost per active probationer	\$863.45	\$1,775.00	\$2,000.00	\$1,978.74

ADULT PROBATION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
COMMUNITY SERVICES				
Provide protection to the community through supervision and provision of appropriate services to adult probationers				
<input type="checkbox"/> Maximum established caseload size per probation officer in the domestic violence unit	82	96	70	80
<input type="checkbox"/> Number of cases under limited supervision	1,380	1,407	700	1,079
<input type="checkbox"/> Number of site visits made to batterer treatment programs	94	66	60	73
<input type="checkbox"/> Number of batterer treatment programs certified or renewed by Department	11	10	8	10
<input type="checkbox"/> Number of community meetings attended by probation staff	376	333	200	248
<input type="checkbox"/> Percentage of new domestic violence probationers attending domestic violence orientation	87%	75%	95%	84%
<input type="checkbox"/> Percentage of new probationers receiving intake	38%	31%	100%	68%
<input type="checkbox"/> Number of referrals to treatment and support services	3,671	3,206	3,000	3,262
<input type="checkbox"/> Number of cases successfully terminated	1,324	1,309	900	1,708
<input type="checkbox"/> Number of visits by probationers and victims to the Department for services	19,700	25,379	20,000	38,503
<input type="checkbox"/> Number of incoming and outgoing jurisdictional transfers initiated	804	850	250	808
<input type="checkbox"/> Number of probationers age 18-25 referred to supportive services	791	829	500	1,064
<input type="checkbox"/> Percentage of closed cases successfully terminated	n/a	78%	85%	87%

ADULT PROBATION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
PRE-SENTENCING INVESTIGATION				
Provide timely reports to guide the courts with rendering appropriate sentencing decisions				
<input type="checkbox"/> Percentage of reports submitted to the Court two days prior to sentencing as per agreement with the Courts	94%	97%	100%	95%
<input type="checkbox"/> Percentage of identifiable victims for whom notification was attempted prior to the sentencing of the defendant	100%	100%	100%	100%
<input type="checkbox"/> Percentage of reports submitted to the Court prior to sentencing as defined in the Penal Code	17%	17%	10%	17%
<input type="checkbox"/> Number of COMPAS risk/needs assessments and reassessments conducted	1,986	2,365	1,500	2,268
POST RELEASE COMMUNITY SUPERVISION				
Provide protection to the community through supervision and provision of appropriate services to adult probationers				
<input type="checkbox"/> Number of new cases supervised under Post Release Community Supervision	n/a	203	312	259
<input type="checkbox"/> Percentage of individuals released to Post Release Community Supervision that receive a comprehensive risk and needs assessment.	n/a	77%	100%	92%
<input type="checkbox"/> Percentage of individuals released to PRCS that report to the Adult Probation Department within 48 hours of their release.	n/a	94%	90%	88%
<input type="checkbox"/> Percentage of individuals released to Mandatory Supervision that initially report to the Adult Probation Department.	n/a	81%	100%	50%
<input type="checkbox"/> Percentage of seriously mentally ill or physically disabled individuals released from State Prison to PRCS who are provided transportation from State Prison upon their release.	n/a	95%	90%	100%
<input type="checkbox"/> Percentage of individuals on PRCS referred to services.	n/a	100%	100%	100%
<input type="checkbox"/> Percentage of individuals on Mandatory Supervision referred to services.	n/a	100%	100%	100%
<input type="checkbox"/> Percent of individuals who have been on PRCS for at least twelve months that have successfully completed PRCS.	n/a	42%	75%	54%
<input type="checkbox"/> Percent of individuals completing Mandatory Supervision who complete successfully.	n/a	82%	85%	51%

ADULT PROBATION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of available employees for whom performance appraisals were scheduled	104	139	140	135
<input type="checkbox"/> # of available employees for whom scheduled performance appraisals were completed	104	139	140	135

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AIRPORT COMMISSION - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ADMINISTRATION, BUSINESS				
Contribute to the strength of the local economy				
<input type="checkbox"/> Amount of annual service payment to the City's General Fund, in millions	\$34.0	\$36.5	\$36.9	\$38.0
<input type="checkbox"/> Percent change in domestic air passenger volume	9.4%	4.2%	1.2%	2.7%
<input type="checkbox"/> Percent change in international air passenger volume	3.3%	3.2%	2.9%	5.3%
Increase concession revenues				
<input type="checkbox"/> Total concession revenue per enplaned passenger	\$10.34	\$10.67	\$10.69	\$10.78
Control airline cost per enplaned passenger				
<input type="checkbox"/> Airline cost per enplaned passenger	\$14.41	\$15.10	\$15.91	\$16.01
<input type="checkbox"/> Airline cost per enplaned passenger (in constant 2008 dollars)	\$13.54	\$13.86	\$14.22	\$14.23
<input type="checkbox"/> Domestic low-cost carrier share of total domestic enplanements	25.0%	24.8%	25.0%	24.2%
FACILITIES MAINTENANCE, CONSTRUCTION				
Enhance community relations and environmental commitments				
<input type="checkbox"/> All Title 21 requirements met (1 equals yes)	1	1	1	1
SAFETY & SECURITY				
Provide for and enhance a safe and secure airport environment				
<input type="checkbox"/> Number of Airport-controlled runway incursions	0	1	0	0
Provide accessible and convenient facilities and superior customer service				
<input type="checkbox"/> Overall rating of the airport (measured by passenger survey where 5 is outstanding and 1 is unacceptable)	4.0	4.0	4.1	4.0
<input type="checkbox"/> Average immigration and customs wait times as a percent of the average of comparable airports	103%	112%	117%	133%

AIRPORT COMMISSION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	1,291	1,408	1,434	1,425
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	1,113	1,263	1,321	724

20.050

ARTS COMMISSION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CIVIC DESIGN				
Ensure the quality of the built environment by providing design review of all City Building Projects.				
☐ Number of public building projects reviewed by the Civic Design Review Committee	49	50	50	57
CIVIC COLLECTION				
Maintain the City's Civic Art Collection				
☐ Number of major restorations of artwork in the Civic Art Collection	7	5	4	21
☐ Number of minor cleaning, repair and conservation projects completed	36	30	15	19
COMMUNITY ARTS & EDUCATION				
Provide access to the arts in all communities by providing creative writing classes to low income, immigrant & incarcerated youth.				
☐ Number of youth participating in WritersCorps	922	1,107	800	965
Increase and improve arts education activities in San Francisco public schools.				
☐ Number of youth participating in the DPW sponsored Where Art Lives program.	180	140	140	232
New initiatives increase visibility and raise profile of Arts Commission				
☐ Number of public murals created through the DPW sponsored Street SmARTS program.	26	15	20	17
Cultural Centers sustain and support the cultural centers programs.				
☐ Number of required reports submitted annually by each Cultural Center	4	4	4	4

ARTS COMMISSION - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CULTURAL EQUITY				
Provide financial support to cultural organizations to ensure all cultures of City are represented				
<input type="checkbox"/> Number of grants awarded by the Commission in 5 core grant categories	97	94	100	95
<input type="checkbox"/> Total amount of grants, in millions in 5 core grant categories	\$1.52	\$1.47	\$1.50	\$1.78
Facilitate access to assistance for potential grant applicants, especially first time applicants				
<input type="checkbox"/> Number of community application workshops	16	9	12	9
PUBLIC ART				
Implement significant public art projects for the enjoyment of SF's residents and visitors, which are accessible to the blind and sight-impaired				
<input type="checkbox"/> Number of public art projects completed during the year	12	13	17	16
Provide information and access to programs through outreach				
<input type="checkbox"/> Number of presentations made	18	21	12	14
STREET ARTISTS				
Assist artists in supporting themselves through selling their work				
<input type="checkbox"/> Number of licensed street artists (annual average)	413	408	419	382
<input type="checkbox"/> Number of new licenses issued	166	176	179	142
<input type="checkbox"/> Number of first-time artists screened	163	132	176	108
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	31	35	36	36
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	31	35	36	36

20.050

ASIAN ART MUSEUM - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ASIAN ART MUSEUM				
Increase museum membership				
□ Number of museum members	13,725	17,066	14,995	12,888
Increase number of museum visitors				
□ City cost per visitor	\$34.15	\$20.73	\$32.86	\$26.31
□ Number of museum visitors	191,404	318,914	220,000	284,135
Provide quality programs on Asian art and culture				
□ Number of education program participants	26,956	37,557	30,000	32,918
□ Number of public program participants	52,737	53,569	40,000	52,588
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
□ # of employees for whom performance appraisals were scheduled	52	57	51	54
□ # of employees for whom scheduled performance appraisals were completed	51	53	51	54

20.050

ASSESSOR / RECORDER - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
REAL PROPERTY				
Assess all taxable property within the City and County of San Francisco				
<input type="checkbox"/> Value (in billions) of working assessment roll (Secured Roll, excluding SBE Roll)	\$157.50	\$172.50	\$173.00	\$173.35
<input type="checkbox"/> Value of supplemental and escape assessments (in billions)	\$10.14	\$8.40	\$6.91	\$9.35
<input type="checkbox"/> Number of Supplemental and Escape Assessments	16,153	8,645	22,131	26,695
Effectively defend and resolve assessment appeals				
<input type="checkbox"/> Number of appeals resolved in a year	5,563	5,985	5,500	6,092
RECORDER				
Collect all fees for recording of documents				
<input type="checkbox"/> Recording fees	\$4,258,429	\$4,265,630	\$4,100,000	\$4,011,221
<input type="checkbox"/> Number of documents recorded	113,163	123,839	220,000	204,083
Collect documentary transfer tax				
<input type="checkbox"/> Value of transfer tax from recorded documents	\$233,591,131	\$234,460,920	\$225,000,000	\$267,210,000
<input type="checkbox"/> Value of transfer tax from non-recorded documents and under-reported transactions	\$23,837,262	\$3,330,012	\$17,500,000	\$28,460,334
NON PROGRAM				
All City employees have a current performance appraisal				
<input type="checkbox"/> Number of employees for whom performance appraisals are to be conducted.	139	139	134	132
<input type="checkbox"/> Number of employees for whom scheduled performance appraisals were completed	131	124	134	130
Provide outstanding customer service				
<input type="checkbox"/> Percentage of customers with a good or excellent experience	97%	98%	97%	95%

20.050

BOARD OF APPEALS - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
APPEALS PROCESSING				
Provide a fair and efficient administrative appeals process to the public				
<input type="checkbox"/> Percentage of cases decided within 75 days of filing	65%	62%	60%	75%
<input type="checkbox"/> Percentage of written decisions released within 15 days of final action	100%	100%	97%	100%
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	5	5	5	5
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	5	5	5	5

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BOARD OF SUPERVISORS - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Clerk of the Board - Administration				
Provide response and support to the Board of Supervisors, Committee, Commissions, Task Force, other departments/agencies and gene matters.				
<input type="checkbox"/> Number of hits on BOS website	n/a	n/a	2,500,000	3,353,411
<input type="checkbox"/> Percentage of Board or Committee meeting agendas posted on website at least 72 hours prior to meeting	100%	100%	100%	100%
<input type="checkbox"/> Percentage of Board or Committee meeting agendas continued due to improper notice and/or missed publication within required timeframes	6.00%	0.00%	0.00%	1.00%
<input type="checkbox"/> Percentage of Board or Committee legislative items continued due to improper notice and/or missed publication within required timeframes	6.00%	0.00%	0.00%	1.00%
Notify filers of California Form 700, Statement of Economic Interests, and related forms of their filing obligations within established time				
<input type="checkbox"/> Percentage of identified COB filers (except AAB) notified of filing obligations for the Statement of Economic Interests (SEI) Form 700 and related forms within established time frame	n/a	n/a	100%	100%
Clerk of the Board – Legislative				
Provide response and support to the Board of Supervisors, Committee, Commissions, Task Force, other departments/agencies and gene matters.				
<input type="checkbox"/> Percentage of vacancy notices posted within 30 days of expiration	n/a	n/a	100%	100%
<input type="checkbox"/> Percentage of Board or Committee meeting minutes posted within 2 business days of meeting adjournment.	100%	100%	100%	100%
<input type="checkbox"/> Percentage of Board, Committee, Commission and Task Force legislative or policy related documents posted on the web site within the mandated timeframes for public access.	100%	100%	100%	100%
<input type="checkbox"/> Percentage of appeals and complaints processed and scheduled in accordance with established timeframes.	100%	100%	100%	100%
<input type="checkbox"/> Percentage of identified filers notified of filing obligations for the Statement of Economic Interests (SEI) Form 700 and related forms within established time frames	n/a	n/a	100%	100%

BOARD OF SUPERVISORS - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Youth Commission (YC)				
Provide response and support to the Youth Commission, Board of Supervisors, Mayor, other departments/agencies and general public or				
<input type="checkbox"/> Percentage of Youth Commission or Committee meeting notices, agendas and packets posted on the website at least 72 hours prior to the meeting.	100%	100%	100%	100%
<input type="checkbox"/> Percentage of Youth Commission referral responses posted on the website within 72 hours of action taken at a meeting	n/a	n/a	100%	84%
Post any responses deemed appropriate to Youth Commission referrals within 12 days of the date the BOS referred the matter to the Cc				
<input type="checkbox"/> Percentage of Youth Commission referral responses posted on the website within 72 hours of action taken at a meeting	n/a	n/a	100%	n/a
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	25	16	90	30
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	22	5	90	13

BOARD OF SUPERVISORS - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Assessment Appeals Board (AAB)				
Provide response and support to the Assessment Appeals Board, other department/agencies and general public on Assessment Appeals				
<input type="checkbox"/> Percentage of Assessment Appeals Board meeting agendas continued due to improper notice and/or missed publication within required timeframes	n/a	n/a	0%	0%
<input type="checkbox"/> Percentage of assessment appeals heard and decided pursuant to legal requirements	n/a	n/a	100%	100%
<input type="checkbox"/> Percentage of hearing notifications issued to parties within the required timeframe	n/a	n/a	100%	100%
<input type="checkbox"/> Average response time (in days) to AAB public information requests	n/a	n/a	3	2
Notify filers of California Form 700, Statement of Economic Interests, and related forms, of their filing obligations within established time				
<input type="checkbox"/> Percentage of identified AAB filers notified of filing obligations for the Statement of Economic Interests (SEI) Form 700 and related forms within established time frames	n/a	n/a	100%	100%
Clerk of the Board – Operations				
Provide response and support to the Board of Supervisors, Committee, Commissions, Task Force, other departments/agencies and gene matters				
<input type="checkbox"/> Percentage of customer service surveys that rate service as good or outstanding	87%	90%	84%	94%

BOARD OF SUPERVISORS - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Sunshine Ordinance Task Force (SOTF)				
Provide Task Force information and advice to the Board of Supervisors, Committee, Commissions, and/or other departments/agencies or Sunshine Ordinance				
<input type="checkbox"/> Percentage of SOTF meeting agendas continued due to improper notice and/or missed publication within required timeframes	n/a	n/a	0%	0%
<input type="checkbox"/> Percentage of complaints processed and scheduled in accordance with established timeframes	n/a	n/a	100%	100%
Upload minutes within 10 business days of meeting adjournment				
<input type="checkbox"/> Percentage of SOTF meeting minutes posted within 10 business days of meeting adjournment	n/a	n/a	100%	100%

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BUILDING INSPECTION - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DBI - ADMINISTRATION SERVICES				
Improve Production of 3R Reports and Reproduction of Records				
<input type="checkbox"/> Percentage of Reports of Residential Building Records (3R reports) Produced Within Seven Business Days	22%	91%	90%	92%
<input type="checkbox"/> Percentage of Records Requests Processed Within 20 Business Days	n/a	n/a	90%	94%
DBI - INSPECTION SERVICES				
Improve Code Enforcement				
<input type="checkbox"/> Percentage of Life Hazards or Lack of Heat Complaints Responded to Within One Business Day	93%	88%	100%	94%
<input type="checkbox"/> Inspections per inspector/day (building)	11.4	11.0	11.0	12.0
<input type="checkbox"/> Inspections per inspector/day (electrical)	13.3	13.0	11.0	13.0
<input type="checkbox"/> Inspections per inspector/day (plumbing)	10.1	11.0	11.0	11.0
<input type="checkbox"/> Percentage of Non-Hazard Housing Inspection Complaints Responded to Within Three Business Days	n/a	n/a	80%	85%
<input type="checkbox"/> Percentage of Non-Hazard Complaints Responded to Within Three Business Days	n/a	n/a	80%	87%
Improve Construction Inspection Response Time				
<input type="checkbox"/> Percentage of Customer-Requested Inspections Completed Within Two Business Days of Requested Date	98%	98%	90%	97%
DBI - PERMIT SERVICES				
Percentage of Submitted Permit Applications Routed within One Business Day				
<input type="checkbox"/> Timeliness of Distributing Submitted Drawings	100%	100%	90%	100%

BUILDING INSPECTION - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DBI - PLAN REVIEW SERVICES				
Improve Plan Review Turnaround Time				
<input type="checkbox"/> Percentage of Permit Applications for One and Two Family Dwellings Reviewed Within 28 Calendar Days	98%	96%	90%	99%
<input type="checkbox"/> Percentage of Permit Applications for Multi-Family Residential and/or Mixed-Use Buildings Reviewed Within 42 Calendar Days	99%	99%	90%	99%
<input type="checkbox"/> Percentage of Permit Applications for Office and/or Commercial Buildings Reviewed Within 42 Calendar Days	98%	99%	90%	99%
<input type="checkbox"/> Percentage of Permit Applications for Other Buildings Reviewed Within 42 Calendar Days	98%	100%	90%	98%
<input type="checkbox"/> Percentage of Site Permit Applications Reviewed With a Construction Valuation of Less Than \$3,999,999 Reviewed Within 14 Calendar Days	n/a	n/a	90%	73%
<input type="checkbox"/> Percentage of Site Permit Applications Reviewed With a Construction Valuation of Greater Than \$4,000,000 Reviewed Within 28 Calendar Days	n/a	n/a	90%	94%
Improve the Quality and Completeness of Plan Reviews				
<input type="checkbox"/> Percentage of Submitted Projects Audited for Quality Assurance by Supervisors	100%	100%	90%	100%
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	229	220	260	262
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	209	215	260	258

20.050

CHILDREN AND FAMILIES COMMISSION - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CHILDREN AND FAMILIES FUND				
Improve parents'/caregivers' ability to support their children's readiness for school				
<input type="checkbox"/> Number of family resource centers receiving joint funding from HSA, DCYF, and First 5 San Francisco	23	25	25	25
<input type="checkbox"/> Number of parents participating in a parent education workshop or class series	1,249	980	1,000	1,045
<input type="checkbox"/> Number of children participating in school readiness activities and services	1,533	1,857	1,500	1,685
<input type="checkbox"/> Percent of San Francisco Family Resource Center Initiative parent participants demonstrating improved parenting skills following a curriculum-based parent education class series	n/a	76%	65%	82%
Information, resources, and supports are available to promote and protect the oral, physical, and mental health of young children.				
<input type="checkbox"/> Number of children receiving vision, hearing, and/or dental screenings	4,458	4,294	4,000	4,365
<input type="checkbox"/> Number of child care centers, including Preschool for All, family resource centers, shelters, and residential treatment centers receiving public health nurse consultation.	n/a	94	113	95
Providers have the capacity and skills to implement evidence-based practices that ensure the healthy social-emotional and physical development of young children.				
<input type="checkbox"/> Number of resource centers receiving early childhood mental health consultation	46	157	150	153
<input type="checkbox"/> Number of children screened for special needs	2,870	2,868	2,475	3,125

CHILDREN AND FAMILIES COMMISSION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
PUBLIC EDUCATION FUND - PROP H				
Increase access to high quality preschool				
☐ Number of new preschool slots created	n/a	131	75	216
☐ Number of four-year olds enrolled in Preschool For All (PFA) program	3,066	3,225	3,500	3,445
☐ Number of vulnerable children maintaining preschool enrollment	n/a	n/a	2,500	2,487
☐ Percent of preschoolers enrolled in high-need neighborhoods	n/a	n/a	60%	62%
Improve quality of preschool services				
☐ The percentage of parents who feel their child is enrolled in a quality preschool	n/a	99%	95%	99%
☐ Percent of funded classrooms with an environment rating of 5 or above	n/a	n/a	90%	90%
☐ Percent of funded classrooms achieving cut-off score on adult/child interactions	n/a	n/a	80%	88%
☐ Percent of funded classrooms achieving cut-off score on instruction	n/a	n/a	30%	29%
Provide preschool sites with enhancements to improve children's readiness for school				
☐ Number of classrooms participating in arts initiative	95	127	100	107
☐ Number of PFA classrooms participating in early literacy curriculum enhancements	197	224	250	254
☐ The percentage of parents who feel PFA sites will help their children succeed in school	n/a	99.0%	95.0%	97.0%
☐ Percentage of children assessed at the highest levels of self and social development at the end of the pre-kindergarten year	n/a	83.0%	75.0%	76.1%
☐ Percentage of children assessed at the highest levels of cognitive development at the end of the pre-kindergarten year	n/a	84.0%	75.0%	74.3%

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Increase preschool workforce development opportunities				
<input type="checkbox"/> Number of PFA classroom teachers who hold a Bachelor's degree or higher	335	n/a	275	296
<input type="checkbox"/> Number of Preschool For All (PFA) staff participating in PFA professional development activities	1,525	2,635	1,750	2,356
DEPARTMENT-WIDE/OTHER				
All city employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	10	10	14	14
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	10	10	14	13

20.050

CHILD SUPPORT SERVICES - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CHILD SUPPORT SERVICES PROGRAM				
Establish paternity for children born out of wedlock in the county				
<input type="checkbox"/> Percentage of IV-D cases in San Francisco with paternity established for children in caseload born out of wedlock	91.0%	91.2%	95.5%	93.6%
Establish child support orders				
<input type="checkbox"/> San Francisco orders established as a percentage of cases needing an order	90.9%	90.2%	90.8%	90.3%
Increase economic self-sufficiency of single parent families				
<input type="checkbox"/> Amount of child support collected by SF DCSS annually, in millions	\$27.5	\$26.5	\$27.3	\$5.8
<input type="checkbox"/> San Francisco current collections as a percentage of current support owed	70.6%	73.0%	73.0%	73.2%
<input type="checkbox"/> San Francisco cases with collections on arrears during the fiscal year as a percentage of all cases in San Francisco	67.0%	62.0%	69.0%	56.4%
<input type="checkbox"/> Statewide current collections as a percentage of current support owed	60.6%	63.3%	62.9%	63.0%
<input type="checkbox"/> Statewide cases with collections on arrears during fiscal year as a percentage of cases with arrears owed	60.4%	64.3%	64.5%	64.0%
Provide effective services to clients				
<input type="checkbox"/> Number of unemancipated children in San Francisco caseload	12,629	11,996	10,723	10,417
<input type="checkbox"/> Number of unemancipated children in CSE counties caseloads	1,446,578	1,382,704	1,297,087	1,252,700
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	95	99	82	90
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	95	90	87	85

20.050

CHILDREN YOUTH & THEIR FAMILIES - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CHILDREN'S BASELINE				
Support the health of children and youth				
□ Number of high school students served at school Wellness Centers	7,487	7,573	6,513	7,295

CHILDREN YOUTH & THEIR FAMILIES - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CHILDREN'S FUND PROGRAMS				
Improve the availability and quality of DCYF-funded programs/services				
<input type="checkbox"/> Percentage of grantee organizations that rate the quality of service and support they receive from DCYF as very good to excellent	72%	n/a	90%	75%
<input type="checkbox"/> Number of children, youth, and their families participating in programs/services funded by the Children's Fund	59,704	50,545	60,000	54,319
Increase the availability and quality of out-of-school time programs				
<input type="checkbox"/> Number of children and youth attending afterschool programs for five or more hours per week	13,648	11,569	14,000	13,544
<input type="checkbox"/> Percentage of afterschool time program participants who report that there is an adult at the funded program who really cares about them	83%	86%	85%	92%
<input type="checkbox"/> Percentage of participants in afterschool programs who report enhanced enjoyment and engagement in learning as a result of the program	82%	80%	75%	79%
<input type="checkbox"/> Number of 6 to 13 year olds attending summer programs funded by DCYF an average of five hours per week	5,826	5,503	6,000	8,080
Prepare San Francisco youth 14 to 17 years old for a productive future by helping them to develop the skills and competencies needed to				
<input type="checkbox"/> Number of 14 to 17 years old served by DCYF-funded YLEAD programs	13,433	12,051	10,000	15,364
<input type="checkbox"/> Number of 14 to 17 year olds placed in a job (subsidized or unsubsidized), internship, or on-the-job training program (excluding the Mayor's Summer Jobs+ Program)	1,665	1,683	2,500	1,887
<input type="checkbox"/> Percentage of youth in YWD programs who report developing education or career goals and learning the steps needed to achieve their goals	64%	62%	75%	71%
<input type="checkbox"/> Percentage of 14 to 17 year olds in specialized teen programs who report enhanced enjoyment and engagement in learning as a result of the program	75%	76%	75%	74%

CHILDREN YOUTH & THEIR FAMILIES - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Improve the outcomes of youth that have been identified as at-risk for poor social and educational outcomes				
<input type="checkbox"/> Number of youth 14-24 years old in DCYF-funded case management program receiving case management services	879	1,184	900	1,322
<input type="checkbox"/> Percentage of youth in DCYF-funded detention alternative programs who do not have a petition filed during program participation	93%	94%	80%	88%
<input type="checkbox"/> Percentage of youth who are taken to the Truancy Assessment and Referral Center (TARC) that receive a minimum of three weeks of service after the initial contact and a total of 6 or more hours of case management services.	n/a	n/a	75	71
DEPARTMENT-WIDE/OTHER				
All city employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	25	23	33	10
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	17	20	33	0

20.050

CITY ATTORNEY - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CLAIMS				
Limit the financial liability of the City and County of San Francisco through the efficient management of personal injury and property damage claims.				
<input type="checkbox"/> Number of claims opened	2,919	2,919	2,850	2,889
<input type="checkbox"/> Number of claims closed	2,920	2,920	3,000	2,998
<input type="checkbox"/> Average number of days from claim filing to final disposition	65	65	150	62
<input type="checkbox"/> Percent of claims denied	58%	58%	52%	66%
<input type="checkbox"/> Percent of claims settled	42%	42%	48%	34%

CITY ATTORNEY - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
LEGAL SERVICE				
Research and/or draft legislation, for all departments including Board of Supervisors, which expresses the desired policies of the City and				
<input type="checkbox"/> Number of pieces of legislation researched and/or drafted for all departments, including the Board of Supervisors	240	255	300	417
Provide advice and counsel to the Mayor, Board of Supervisors, and City departments and commissions, on legal issues of importance to				
<input type="checkbox"/> Number of hours required to respond to requests for advice and counsel.	161,189	153,996	160,000	162,853
<input type="checkbox"/> Total cost of responses to requests for advice and counsel, in millions.	\$35.5	\$36.0	\$36.0	\$44,187,576.6
Provide legal services to client departments which meet client expectations for quality				
<input type="checkbox"/> Percent of client departments who believe that communications with the Office are open and beneficial (biennial client surveys)	n/a	94%	n/a	n/a
<input type="checkbox"/> Percent of client departments who believe that the fees charged by the Office reflect the value of the work performed (biennial client survey)	88%	70%	n/a	n/a
<input type="checkbox"/> Percent of client departments who consider the overall service of the Office to be of high quality (biennial client survey)	90%	88%	n/a	n/a
<input type="checkbox"/> Percent of client departments who believe the department is responsive to their needs, and timely in addressing their legal issues (biennial client survey)	n/a	84%	n/a	n/a
Advise Board of Supervisors and/or research or draft legislation which expresses the desired policies of the City and County of San Francisco				
<input type="checkbox"/> Number of Board-generated work assignments	205	186	266	274
LEGAL SERVICE-PAYING DEPTS				
Represent the City and County of San Francisco in civil litigation of critical importance to the welfare of the citizens of San Francisco, and				
<input type="checkbox"/> Number of tort litigation cases opened	437	441	460	428

CITY ATTORNEY - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	225	225	225	225
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	225	225	225	225
Maintain and increase specialized skills of staff				
<input type="checkbox"/> Number of staff members participating in training programs produced for staff	n/a	430	n/a	837

20.050

CITY PLANNING - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CURRENT PLANNING				
Perform timely and comprehensive review of applications				
<input type="checkbox"/> Percentage of all building permits involving new construction and alterations review that are approved or disapproved within 90 days	66%	63%	75%	58%
<input type="checkbox"/> Percentage of conditional use applications requiring Commission action approved or disapproved within 180 days	52%	57%	70%	56%
<input type="checkbox"/> Percentage of public initiated Discretionary Review applications approved or disapproved within 120 days	27%	62%	80%	27%
<input type="checkbox"/> Percent of Historical Resources Evaluation Reports (HRERs) completed within 60 days	n/a	21%	75%	38%
CITYWIDE PLANNING				
Engage with the community regarding Planning-related projects				
<input type="checkbox"/> Percent of community engagement event participants who rate the event as successful	n/a	89%	80%	79%
Perform timely and comprehensive review of projects				
<input type="checkbox"/> Percent of general plan referrals completed within 45 days	96%	80%	90%	85%
Successfully program development impact fee revenue				
<input type="checkbox"/> Percent of projected development impact fee revenue for the following 2 fiscal years programmed by fiscal year end	92%	87%	90%	95%
Successfully implement planning priority projects				
<input type="checkbox"/> Central SoMa area plan to be adopted by the Board of Supervisors by June of 2015 (1=Yes, 0=No)	n/a	n/a	n/a	n/a

CITY PLANNING - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ENVIRONMENTAL PLANNING				
Perform timely and comprehensive review of applications				
<input type="checkbox"/> Percent of all environmental impact reports (EIRs) completed within 24 months	50%	50%	75%	100%
<input type="checkbox"/> Percent of Negative Declarations (Neg Decs), Class 32s, Community Plan Exemptions (CPEs), and Addenda completed within 9 months	58%	68%	75%	45%
<input type="checkbox"/> Percentage of categorical exemptions reviewed within 45 days	82%	84%	75%	65%
ZONING ADMIN & COMPLIANCE				
Effectively compel compliance for cases in violation				
<input type="checkbox"/> Percent of complaints where enforcement proceedings have been initiated within 30 business days of complaint filing	97%	99%	95%	95%

CITY PLANNING - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DEPARTMENT-WIDE/OTHER				
Perform timely review of legislation				
<input type="checkbox"/> Percentage of Ordinances initiated by an elected office that are reviewed by the Commission within 90 days or continued at the request of the elected official	87%	100%	85%	96%
Implement the new Permit & Project Tracking System (PPTS) in a timely manner				
<input type="checkbox"/> Percent completion of the Permit and Project Tracking System (PPTS) to be fully implemented for staff use by the Summer of 2014	33%	71%	100%	95%
Ensure high availability of the department's machines and systems				
<input type="checkbox"/> Planning core network uptime percent	99.9%	99.9%	99.9%	100.0%
Respond to information requests in a timely and professional manner				
<input type="checkbox"/> Percent of helpdesk requests resolved within 24 hours	87%	83%	75%	85%
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	136	138	153	153
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	136	113	153	136

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CIVIL SERVICE COMMISSION - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CIVIL SERVICE COMMISSION				
Support Commission in resolving civil service issues				
<input type="checkbox"/> Percentage of appeals and requests for hearings processed within seven days	98%	100%	100%	100%
<input type="checkbox"/> Percentage of appeals forwarded and resolved by the Commission in the fiscal year	60%	80%	70%	88%
<input type="checkbox"/> The percentage of completed responses to Inspection Service requests within 60 days	88%	92%	80%	90%
<input type="checkbox"/> The number of merit system audits conducted and completed in the fiscal year	7	7	8	8
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	6	6	6	6
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	0	6	6	6

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CONTROLLER - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ACCOUNTING OPERATIONS AND SYSTEMS				
Provide effective systems for Citywide payroll, budgeting, accounting and purchasing functions				
<input type="checkbox"/> Average Percentage of scheduled time that systems are available for departmental use	98.19%	99.25%	99.00%	99.31%
Ensure that the City follows appropriate accounting procedures				
<input type="checkbox"/> Number of findings of material weakness in annual City audit	0	1	0	0
<input type="checkbox"/> Number of audit findings with questioned costs in annual Single Audit of federal grants	2	1	4	0
Manage the Citywide family of financial professionals				
<input type="checkbox"/> Percentage of 16 major departments that have been trained this year on cost recovery policies and procedures and related topics	94%	6%	100%	38%
Provide accurate, timely financial reporting				
<input type="checkbox"/> City receives certificate of achievement for excellence in financial reporting from Government Finance Officers Association (1 equals yes)	1	1	1	1
<input type="checkbox"/> Number of days from previous fiscal year end to complete the City's comprehensive financial report	151	192	150	150

CONTROLLER - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CITY SERVICES AUDITOR				
Provide effective consulting, technical assistance and audit services to City departments to improve their operations				
<input type="checkbox"/> Percentage of client ratings for technical assistance projects that are good or excellent	95%	100%	90%	100%
<input type="checkbox"/> Percentage of auditee ratings that are good or excellent	75%	70%	80%	77%
<input type="checkbox"/> Percentage of audit recommendations implemented within 2 years after report issuance.	n/a	n/a	n/a	n/a
Audit departments, contractors, and concessions timely to minimize risk to the City				
<input type="checkbox"/> Count of code required audits completed	53	25	25	30
Conduct audits and projects efficiently				
<input type="checkbox"/> Percentage of audits completed within hours budgeted	n/a	51%	80%	49%
<input type="checkbox"/> Percentage of projects completed within hours budgeted	n/a	53%	80%	59%
<input type="checkbox"/> Percentage of planned audits completed within scheduled deadline	n/a	46%	75%	60%
<input type="checkbox"/> Percentage of planned projects completed within scheduled deadline	n/a	47%	80%	54%
ECONOMIC ANALYSIS				
Provide timely economic and operational analyses to inform legislation and management decisions				
<input type="checkbox"/> Percentage of OEA economic impact reports completed by the hearing date	100%	100%	100%	100%
EMERGE				
Provide efficient and effective central employment management systems functions - Payroll, Time Reporting, Human Resources				
<input type="checkbox"/> Percentage of scheduled time that systems are available for central and local departmental use	99.94%	99.56%	99.90%	99.75%
<input type="checkbox"/> On-time delivery of business information to business partners, through reports and/or data transmission	99.86%	99.62%	99.90%	99.92%

CONTROLLER - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
MANAGEMENT, BUDGET AND ANALYSIS				
Provide accurate, timely information to support fiscal planning				
<input type="checkbox"/> Percentage by which actual General Fund revenues vary from prior year revised budget estimates	6.12%	4.78%	2.00%	3.43%
<input type="checkbox"/> Percentage by which actual revenues vary from mid-year estimates	3.80%	1.02%	1.50%	n/a
PAYROLL & PERSONNEL SERVICES				
Provide accurate, timely financial transactions				
<input type="checkbox"/> Percentage of payroll transactions not requiring correction	99.3%	99.2%	98.5%	99.0%
<input type="checkbox"/> Percentage of Problem Description Forms (PDF) processed within 2 pay periods of receipt	n/a	82.9%	90.0%	91.5%
PUBLIC FINANCE				
Reduce the City's debt service costs through bond refinancings				
<input type="checkbox"/> Number of bond refinancings	2	0	4	1
<input type="checkbox"/> Present value savings from bond refinancings	\$47,130,000	\$0	\$5,000,000	\$4,800,000
<input type="checkbox"/> Ratings of the City's General Obligation Bonds - Average of Three Rating Agencies (1 equals top half of investment ratings)	1	1	1	1
DEPARTMENT-WIDE/OTHER				
Recognize and reward employee contributions and ensure employee satisfaction				
<input type="checkbox"/> Percentage of employees who agree with the statement: Overall, I'm satisfied with the Controller's Office as a place to work and grow	n/a	86%	n/a	n/a
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	174	165	195	176
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	156	135	198	176

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DISTRICT ATTORNEY - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
FAMILY VIOLENCE PROGRAM				
Assist victims to recover in the aftermath of crime				
<input type="checkbox"/> Number of victims provided with crisis intervention services	2,978	2,815	2,500	3,610
<input type="checkbox"/> Number of victims receiving an orientation to the criminal justice system	5,778	4,271	4,000	4,913
FELONY PROSECUTION				
Hold felony offenders accountable for their crimes				
<input type="checkbox"/> Number of adult felony arrests reviewed	11,196	11,744	12,000	10,401
<input type="checkbox"/> Number of adult felony arrests charged or handled by probation revocation	5,652	5,416	6,000	5,765
<input type="checkbox"/> Average number of adult felony cases handled per felony trial attorney	118	114	41	123
Effectively prosecute homicide cases				
<input type="checkbox"/> Number of homicides reported	56	50	n/a	40
<input type="checkbox"/> Number of homicide arrests	26	24	n/a	32
<input type="checkbox"/> Number of homicide cases filed	23	23	n/a	23
<input type="checkbox"/> Average number of cases handled per attorney in the homicide unit	7	7	7	7
Maintain and increase specialized skills of investigators and prosecutors through training programs				
<input type="checkbox"/> Number of enhanced trainings provided for attorneys and investigators	188	296	200	191
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	188	234	230	226
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	188	216	230	205

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ECONOMIC AND WORKFORCE DEVELOPMENT - Summary Year End Re**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ECONOMIC DEVELOPMENT				
To improve the business climate in San Francisco in order to attract and retain businesses, with specific focus on targeted industries and				
<input type="checkbox"/> Number of businesses receiving one-on-one technical assistance	1,234	1,596	1,355	786
<input type="checkbox"/> Number of businesses that benefited from Office of Economic and Workforce Development (OEWD) and Small Business Commission (SBC) programs, as identified through business surveys	0	0	1,500	20
<input type="checkbox"/> Number of businesses taking advantage of incentive programs including local payroll tax exemptions and state enterprise zone benefits	1,531	1,881	1,400	3,151
<input type="checkbox"/> Number of state and local enterprise zone vouchers issued	9,310	19,035	11,000	19,161
To strengthen the economic vitality of neighborhoods and commercial corridors				
<input type="checkbox"/> Number of commercial vacancies in targeted commercial corridors	7%	9%	7%	8%
<input type="checkbox"/> Annual Community Benefit District (CBD) revenue	\$27,652,272	\$36,513,256	\$44,221,800	\$49,269,931
To grow and support quality workforce opportunities for all San Francisco residents				
<input type="checkbox"/> Placement rate of individuals 18 and older who complete a program in jobs that are either full-time or part-time	68%	70%	70%	72%
To foster international trade				
<input type="checkbox"/> Number of international trade delegations hosted or co-hosted	160	171	150	129
To support and catalyze major City development projects, including public-private partnerships and military base conversions				
<input type="checkbox"/> Number of public-private development projects proceeding on time and on budget	90%	100%	90%	100%

ECONOMIC AND WORKFORCE DEVELOPMENT - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Develop, assist, and promote film activities				
<input type="checkbox"/> Number of permits issued	443	530	580	585
<input type="checkbox"/> Number of film and tv shoot days	467	240	330	387
<input type="checkbox"/> Number of commercial shoot days	121	108	105	135
<input type="checkbox"/> Number of still photo shoot days	274	346	330	327
<input type="checkbox"/> Other shoot days	218	307	165	430
<input type="checkbox"/> Revenues collected from film permits	\$165,000	\$171,542	\$190,000	\$243,542
<input type="checkbox"/> Number of film productions taking advantage of film incentive rebate program	4	3	3	7
<input type="checkbox"/> Dollar amount of rebates given to film productions	\$627,131	\$231,024	\$600,000	\$831,509
OFFICE OF SMALL BUSINESS AFFAIRS				
Foster, promote and retain small businesses in San Francisco				
<input type="checkbox"/> Number of small businesses assisted	2,807	4,023	3,184	1,744
<input type="checkbox"/> Number of outreach events	52	41	50	21
<input type="checkbox"/> Number of ordinances, resolutions, motions and policies initiated by or reviewed by the Small Business Commission	51	68	37	32
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	6	74	92	62
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	5	40	92	61

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ELECTIONS - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ELECTIONS				
San Francisco voter registration and turnout				
□ Number of registered voters	470,668	440,037	466,835	435,757
□ Voter turnout	171,174	364,875	289,438	129,399
□ Vote-by-mail turnout	104,150	193,196	127,500	89,993
□ Turnout as a percentage of registration	37%	73%	40%	30%
□ Vote-by-mail turnout as a percentage of total turnout	61%	53%	68%	68%
Providing a voter education and outreach program in accordance with the Voting Rights Act, the Help America Vote Act, and the Equal A				
□ Number of organizations contacted	846	512	1,024	1,129
□ Number of outreach events	435	191	241	211
□ Number of educational presentations	360	178	224	149
□ Number of educational materials distributed	33,403	22,000	27,500	23,352
□ Number of educational presentation program attendees	19,416	28,000	35,000	11,434
Providing bilingual poll workers at San Francisco's polling places				
□ Number of bilingual poll workers recruited	1,882	1,175	1,300	2,073
□ Percentage of polling places staffed with bilingual Chinese-speaking pollworkers	79.50%	82.00%	62.00%	87.50%
□ Percentage of polling places staffed with bilingual Spanish-speaking pollworkers	38.50%	47.00%	31.00%	47.00%
Improving accessibility to polling places in San Francisco's geographically challenging environment.				
□ Number of polling places with physically accessible entryways and voting areas	466	545	473	459
□ Number of polling places that accommodate additional HAVA equipment	434	512	446	522
□ Percentage of polling place sidewalks surveyed for accessibility	22%	46%	50%	56%

ELECTIONS - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Improving the mailing process for the permanent vote-by-mail ballot program and reduce the occurrences of second ballot requests.				
<input type="checkbox"/> Number of returned undeliverable permanent vote-by-mail ballots	16,449	7,783	19,203	16,704
<input type="checkbox"/> Percentage of returned undeliverable permanent vote-by-mail ballots	4.0%	3.0%	4.3%	3.2%
<input type="checkbox"/> Number of second ballot requests from permanent vote-by-mail voters	1,420	2,309	2,260	968
Maintaining a program to analyze and improve the customer service that the Department provides.				
<input type="checkbox"/> Average rating for the level of customer service provided (scale of 1-5)	4.9	5.0	5.0	4.5
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	31	28	31	38
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	62	28	31	38

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EMERGENCY MANAGEMENT - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DEM EMERGENCY SERVICES				
Exercise emergency response capabilities				
<input type="checkbox"/> Number of exercises led by DES staff	6	5	6	8
<input type="checkbox"/> Number of participants in DES led exercises	567	431	500	336
<input type="checkbox"/> Overall satisfaction with DES led exercises	4.00	4.10	4.00	4.27
Coordinate interagency planning				
<input type="checkbox"/> Number of interagency coordination meetings held	3	3	4	9
<input type="checkbox"/> Number of training courses hosted by DES	20	8	8	3
<input type="checkbox"/> Overall satisfaction with trainings hosted by DES (5-best, 1-worst)	4.00	4.41	4.00	4.50
<input type="checkbox"/> Number of DES plans being developed or revised	11	14	n/a	n/a
<input type="checkbox"/> Number of new emergency plans developed or existing emergency plans revised. (Replace old measure - Number of DES plans completed or revised)	5	2	13	8
<input type="checkbox"/> Number of participants in DEM hosted trainings.	399	254	200	113
<input type="checkbox"/> Number of training courses provided by DES staff	7	9	7	13
<input type="checkbox"/> Number of participants in training courses provided by DES staff.	205	248	200	196
<input type="checkbox"/> Overall satisfaction with trainings provided by DES staff	4.00	4.41	4.00	4.54
<input type="checkbox"/> Number of outstanding DEM tasks in the master improvement plan completed.	16	10	10	28
<input type="checkbox"/> Percent of DEM awarded grant funds that are encumbered or have been spent.	37%	74%	60%	87%
<input type="checkbox"/> Number of EMS hospital diversion reports	6	18	12	12

EMERGENCY MANAGEMENT - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Promote community preparedness for emergencies				
<input type="checkbox"/> Number of preparedness presentations made	35	33	25	51
<input type="checkbox"/> Number of brochures distributed	27,167	13,358	12,000	13,078
<input type="checkbox"/> Online and Social Media Engagement	0	119,355	62,000	135,165
<input type="checkbox"/> In Person Stakeholder Engagement Meetings	6	14	15	27
DEM EMERGENCY COMMUNICATIONS				
Staff emergency communication center with fully-trained personnel				
<input type="checkbox"/> Number of new dispatchers successfully completing the training program	8	8	10	0
<input type="checkbox"/> Percentage of fully qualified staff maintaining continuing education requirements.	100%	100%	50%	75%
<input type="checkbox"/> Number of 8238s successfully completing the fire medical dispatch training program	16	8	10	8
<input type="checkbox"/> Number of 8239s and 8240s successfully completing the fire medical dispatch training program	2	1	0	0
<input type="checkbox"/> Ensure staff that require continuing professional training receive training.	100%	100%	50%	0%
Respond quickly to incoming calls				
<input type="checkbox"/> Percentage of emergency calls answered within ten seconds	88.50%	86.50%	90.00%	78.00%
<input type="checkbox"/> Percentage of non-emergency calls answered within 1 minute	67.00%	63.00%	80.00%	50.50%
<input type="checkbox"/> Average time (in minutes) from received to dispatch of Code 3 medical calls	1.84	1.84	2.00	1.95
<input type="checkbox"/> Response to code 3 medical calls(in minutes) in 90th percentile	3.23	3.20	2.00	3.45
<input type="checkbox"/> Calls handled per dispatcher FTE/hour	13	13	14	14

EMERGENCY MANAGEMENT - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	251	256	272	272
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	229	256	272	231

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ENVIRONMENT - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CLEAN AIR				
Encourage the use of public transportation to improve air quality				
<input type="checkbox"/> Number of CCSF employees using commuter benefits	6,862	4,186	4,500	5,040
Increase the use of biofuels and/or other alternative fuels by the city fleet				
<input type="checkbox"/> Percentage of CCSF fleet fuel usage that is biodiesel	14%	17%	20%	17%
CLIMATE CHANGE/ENERGY				
Encourage the use of renewable energy and energy efficiency				
<input type="checkbox"/> Metric Tons of CO2 greenhouse gas reduced through SF Energy Watch program activities	8,910.00	10,068.00	6,609.00	3,235.00
<input type="checkbox"/> Solar Installations: MW of new capacity.	3.00	3.00	4.00	3.86
<input type="checkbox"/> Megawatt reduction: SF Energy Watch program activities	3.80	5.40	3.20	1.65
GREEN BUILDING				
Ensure energy efficiency and environmental-friendly designed buildings				
<input type="checkbox"/> Quantity of LEED certified municipal green building stock in San Francisco (square footage).	2,300,000	3,671,161	4,500,000	4,100,000
<input type="checkbox"/> Quantity of LEED and GPR certified private sector green building stock in San Francisco (square footage).	48,000,000	64,500,000	60,000,000	74,400,000
Increase energy efficiency in existing buildings.				
<input type="checkbox"/> Quantity of floor space in San Francisco which earned the ENERGY STAR certification for energy efficient operations (square footage).	69,000,000	74,930,000	80,000,000	82,000,000
<input type="checkbox"/> Quantity of commercial building stock in San Francisco which has submitted the required Annual Energy Benchmark Summary to Department of Environment, as required by Environment Code Chapter 20. (square footage)	n/a	100,600,000	163,000,000	108,000,000

ENVIRONMENT - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ZERO WASTE				
Decrease landfill waste through recycling and other waste diversion				
<input type="checkbox"/> Total tons disposed of in all landfills	444,398	428,910	575,000	428,048
TOXICS				
Improve environmental quality and reduce toxics				
<input type="checkbox"/> Number of Green Businesses certified through Green Business program	177	196	210	213
<input type="checkbox"/> Pounds of household hazardous waste properly managed and recycled or disposed of.	1,476,450	1,264,369	1,665,573	1,614,406
<input type="checkbox"/> Number of San Francisco homes serviced for household hazardous waste pickup	3,479	3,694	4,740	3,938
<input type="checkbox"/> Number of consultations to San Francisco businesses provided via phone, onsite consultations and training workshops.	81	217	170	233
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	31	32	81	50
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	31	32	81	50

20.050

ETHICS COMMISSION - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ETHICS COMMISSION				
Promote compliance with state and local filing requirements				
<input type="checkbox"/> Percentage of identified lobbyists filing reports on a timely basis	95%	94%	92%	93%
<input type="checkbox"/> Percentage of identified campaign consultants who file quarterly reports on a timely basis	86%	74%	88%	93%
<input type="checkbox"/> Percentage of Statements of Economic Interests due on April 1 that are filed	85%	97%	90%	99%
Promote and ensure compliance with state and local campaign reporting and disclosure laws				
<input type="checkbox"/> Number of campaign committees and publicly financed candidate committees audited	12	15	22	18
<input type="checkbox"/> Percentage of expected campaign finance statements (Form 460) filed on time	90%	90%	90%	83%
Investigate complaints of alleged violations of state and local law relating to campaign finance, governmental ethics, and conflicts of interest				
<input type="checkbox"/> Percentage of complaints resolved	45%	58%	45%	44%
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	17	17	18	18
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	15	15	18	18

20.050

FINE ARTS MUSEUM - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ADMISSIONS				
Provide quality art and educational experiences to attract a large and diverse audience				
<input type="checkbox"/> Number of Legion of Honor visitors	386,254	307,780	317,500	448,210
<input type="checkbox"/> Number of de Young visitors	1,201,915	1,238,565	1,272,000	1,309,790
<input type="checkbox"/> Number of exhibitions	21	24	18	18
<input type="checkbox"/> Number of paid memberships	105,851	102,582	96,377	108,925
<input type="checkbox"/> City cost per visitor (All museums)	\$7.24	\$7.50	\$8.66	\$7.55
<input type="checkbox"/> Number of San Francisco school children and youth participating in education programs	n/a	n/a	23,100	30,000
<input type="checkbox"/> Number of all school children and youth participating in education programs	n/a	n/a	43,000	56,371
<input type="checkbox"/> Number of participants in public programs	n/a	n/a	190,000	200,465
DEVELOPMENT				
Provide for collection growth through gifts, bequests and purchases				
<input type="checkbox"/> Number of acquisitions through gifts, bequests and purchases	490	605	470	891
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	185	80	91	90
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	185	80	91	90

20.050

FIRE DEPARTMENT - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ADMINISTRATION-FIRE DEPARTMENT				
Educate the public in handling emergencies				
<input type="checkbox"/> Number of citizens trained in emergency techniques and procedures	1,580	1,687	1,600	2,015
<input type="checkbox"/> Number of public education presentations	82	60	80	80
FIRE BUREAU OF TRAINING				
Train fire and rescue personnel to effectively respond to emergencies				
<input type="checkbox"/> Number of probationary firefighter training hours	14,000	31,152	12,000	63,072
<input type="checkbox"/> Number of Battalion Based/In-Service training hours	30,124	42,488	5,000	40,994
<input type="checkbox"/> Number of new recruits trained	70	48	50	92
FIRE INVESTIGATION				
Determine the causes of fire in an effective and efficient manner				
<input type="checkbox"/> Number of fires investigated	260	293	300	255
<input type="checkbox"/> Total number of arson incidents	116	123	140	89
<input type="checkbox"/> Total arson arrests	27	39	30	28
FIRE PREVENTION				
Prevent fire through inspection and permit services				
<input type="checkbox"/> Number of new fire permits issued	3,963	3,847	4,000	3,775
<input type="checkbox"/> Number of plans reviewed and approved	9,399	10,488	7,000	12,453
<input type="checkbox"/> Number of violation re-inspections made	277	220	300	197
<input type="checkbox"/> Number of inspections made	15,849	16,866	14,000	16,742
<input type="checkbox"/> Number of inspections resulting in violation	166	60	100	54

FIRE DEPARTMENT - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
FIRE SUPPRESSION				
Respond timely to calls for emergency assistance				
<input type="checkbox"/> Total number of responses to emergency incidents	268,238	266,923	258,000	215,280
<input type="checkbox"/> Number of Code 3 (Emergency) Incidents	80,470	73,213	78,000	74,438
<input type="checkbox"/> Number of fires extinguished	3,623	3,652	3,400	3,144
<input type="checkbox"/> Number of Code 2 (Non Emergency) Incidents	39,585	47,250	42,000	47,208
<input type="checkbox"/> Total response time (CRI) of first unit to Code 3 incidents, in seconds - 90th percentile	458	457	480	507
<input type="checkbox"/> Roll time of first unit to respond to Code 3 incidents, in seconds - 90th percentile	308	309	300	338
<input type="checkbox"/> Total response time (CRI) of first unit to possible non-medical Code 3 incidents, in seconds - 90th percentile	483	457	500	503
<input type="checkbox"/> Roll-time of first unit to respond to possible non-medical Code 3 incidents, in seconds - 90th percentile	316	309	300	333
<input type="checkbox"/> Total response time (CRI) of first unit to Code 3 incidents requiring possible medical care, in seconds - 90th percentile	438	456	480	510
<input type="checkbox"/> Roll time of first defibrillation-capable company to Code 3 incidents requiring possible medical care, in seconds - 90th percentile	303	308	300	341
<input type="checkbox"/> Roll time of first ALS-capable company to Code 3 incidents requiring possible medical care, in seconds - 90th Percentile	314	325	420	413
<input type="checkbox"/> Roll time of first transport-capable company to Code 3 incidents requiring possible medical care, in seconds - 90th Percentile	552	584	600	706
<input type="checkbox"/> Total response time (CRI) of first unit to Code 2 incidents, in seconds - 90th percentile	1,102	1,163	1,200	1,324

FIRE DEPARTMENT - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DEPARTMENT-WIDE/OTHER				
All city employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	1,197	1,279	1,200	1,065
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	1,100	960	1,000	915

20.050

HEALTH SERVICE SYSTEM - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
HEALTH SERVICE SYSTEM				
Strive for excellence in member interactions (as measured by established targets)				
□ Average time to answer telephone calls (in seconds)	24	57	30	14
□ Call abandonment rate	2.8%	13.0%	5.0%	1.6%
□ Average lobby wait time (in minutes)	4.3	6.1	10.0	n/a
□ Percentage of staff who are bilingual	62%	49%	25%	48%
□ Percentage of appeals responded to within 30 days and appeals not reaching the Health Service Board	100%	99%	95%	100%
□ Percentage HSS Participation at SFERS Retirement Seminars	100%	100%	100%	100%
Maintain high accounting standards				
□ Number of findings of material weakness in annual audit	0	0	0	0
□ Percentage of accounts current in premium payments (delinquent less than 60 days)	100%	100%	100%	100%
□ Percentage of invoices aged greater than 30 days	n/a	n/a	0.000	0.000
□ Percent of purchase orders created after invoice received	n/a	n/a	0.000	0.167
Manage Health Service vendors to improve care and manage costs				
□ Percentage of vendor contracts that include HSS-specific performance guarantees	100%	100%	100%	100%
□ Percentage of vendor contracts that are current and final for the executed plan year	100%	57%	100%	88%
Educate and empower HSS members				
□ Number of Unique Visitors to http://myhss.org/	n/a	n/a	n/a	111,903

HEALTH SERVICE SYSTEM - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
NON PROGRAM				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	0	n/a	38	4
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	0	0	38	4
<input type="checkbox"/> Percentage of employees who received performance evaluations	0%	0%	100%	10%

20.050

HUMAN RESOURCES - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
EMPLOYEE RELATIONS				
Facilitate stable and productive employee-employer relations				
<input type="checkbox"/> Percent of grievances proceeding to arbitration in which the City prevails	45%	69%	65%	57%
Achieve human resources policy objectives				
<input type="checkbox"/> Percent of identified policy initiatives implemented through MOUs and other mechanisms	0%	100%	75%	90%
EQUAL EMPLOYMENT OPPORTUNITY				
Provide City employees with a discrimination-free workplace				
<input type="checkbox"/> Percentage of discrimination complaints investigated within 6 months of receipt	74%	54%	70%	68%
RECRUIT/ ASSESS/ CLIENT SERVICES				
Streamline the examination process to facilitate permanent appointment and maintain low level of provisional appointment				
<input type="checkbox"/> Percentage of employees citywide that are provisional	1.50%	0.96%	1.20%	1.08%
<input type="checkbox"/> Average time between examination announcement closing and list adoption, in months	1.8	2.1	2.5	2.4

HUMAN RESOURCES - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
WORKFORCE DEVELOPMENT				
Provide high quality training to employees				
<input type="checkbox"/> Average rating of DHR workshops by participants (1-5 scale)	4.4	4.6	4.4	4.6
<input type="checkbox"/> Participants' average rating of usefulness and practicality of DHR workshops to their jobs (1-5 scale)	4.4	4.6	4.0	4.6
<input type="checkbox"/> Number of training hours delivered	6,724	17,200	26,000	14,618
All City employees have a current performance appraisal				
<input type="checkbox"/> Number of City employees for whom appraisals were scheduled	n/a	n/a	26,420	20,478
<input type="checkbox"/> Number of City employees for whom scheduled annual appraisals were completed	n/a	n/a	26,420	16,279
<input type="checkbox"/> Percentage of employees for whom scheduled annual appraisals were completed	n/a	n/a	100%	80%
WORKERS COMPENSATION				
Resolve employee Workers Compensation claims in a timely and effective manner				
<input type="checkbox"/> Workers' Compensation claims closing ratio	109%	95%	100%	107%
<input type="checkbox"/> Average rating by departments of their claims administration services (1-5 scale).	n/a	4.2	4.4	4.6
Provide a safe and healthy work environment				
<input type="checkbox"/> Claims per 100 FTEs (full time equivalents)	6.6	11.4	13.0	10.3
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	n/a	n/a	124	n/a
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	n/a	n/a	124	n/a

HUMAN RESOURCES - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CLASS AND COMPENSATION				
Maintain an efficient and effective Classification Plan				
<input type="checkbox"/> Number of position classifications in the Civil Service Plan	1,079	1,158	1,158	1,113
Provide high quality compensation services				
<input type="checkbox"/> Percent of wage rate calculations not requiring pay corrections	99%	99%	99%	100%

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HUMAN RIGHTS COMMISSION - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Discrimination Division				
Address complaints of discrimination in employment, housing and public accommodations within the City and County of San Francisco				
<input type="checkbox"/> Total Inquiries & Intakes	1,479	1,560	1,700	1,353
<input type="checkbox"/> Total Number of Complaints Filed	95	121	150	86
<input type="checkbox"/> Total Number of Complaints Filed and Settled	20	23	29	15
Administration				
Performance Appraisals				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	35	10	11	11
Policy & Social Justice Division				
Collaborate with City, Federal and State agencies, educational institutions, CBOs and members of the community to address a wide range of justice issues affecting SF residents.				
<input type="checkbox"/> Number of Resolutions & Letters of Support Issued by HRC	n/a	0	4	24
<input type="checkbox"/> Number of Education, Training & Awareness Events by HRC	n/a	8	12	5
<input type="checkbox"/> Number of Reoccurring Committee and Collaborative Meetings staffed by HRC	n/a	133	80	140
<input type="checkbox"/> Number of Public Meetings and Forums by HRC in the Community	n/a	17	16	30

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HUMAN SERVICES - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ADULT SERVICES				
Assist individuals and families to achieve their greatest potential within the context of family, community and/or society				
<input type="checkbox"/> Total number of In Home Support Services (IHSS) clients	21,591	21,608	21,840	23,190
<input type="checkbox"/> Number of unduplicated clients served by the Community Living Fund program	511	705	650	526
<input type="checkbox"/> Percentage of formerly institutionalized Community Living Fund clients who have successfully continued community living for a period of at least six months	77%	82%	80%	n/e
<input type="checkbox"/> Percentage of Community Living Fund clients who were previously at imminent risk of institutionalization who have successfully continued community living for a period of at least six months	83%	82%	80%	n/e
<input type="checkbox"/> Percentage of IHSS applications processed within the mandated timeframe	45.4%	46.8%	100.0%	80.5%
<input type="checkbox"/> Percentage of IHSS case reassessments completed within the mandated timeframe	68.5%	74.3%	100.0%	47.1%
Promote the health and well being of San Franciscans				
<input type="checkbox"/> Average number of days an applicant remains on the waiting list before receiving home delivered meals (I&R)	47	34	40	44
<input type="checkbox"/> Number of meals served at centers (OOA)	714,243	716,648	718,475	747,694
<input type="checkbox"/> Number of meals delivered to homes (OOA)	1,193,328	1,371,715	1,007,593	1,666,180
<input type="checkbox"/> Number of unduplicated individuals served meals through senior congregate and home-delivered meal programs (OOA)	17,570	17,069	17,800	17,156
Maximize personal and agency resources				
<input type="checkbox"/> Number of active Rep Rayee cases	1,316	1,288	1,400	1,284
<input type="checkbox"/> Percentage of cases receiving Representative Payee Services within 60 days of being referred for services	100%	100%	90%	100%

HUMAN SERVICES - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Assist individuals and families to achieve their greatest potential within the context of family, community and/or society				
□ Number of referrals and requests for information about Aging and Adult Services	24,335	25,147	32,000	22,395
□ Percentage of calls abandoned (I&R)	15.90%	20.90%	10.00%	32.00%
□ Percentage of intake calls that result in more than one program intake type (I&R)	10%	7%	15%	9%
Maximize personal and agency resources				
□ Number of unduplicated veterans that received assistance	2,432	2,330	3,000	807
□ Average number of days from original claim to receipt of VA benefits	123	237	400	251
□ Percentage of veterans assisted for whom additional/increased benefits were obtained	28%	42%	50%	58%
Maximize personal and agency resources				
□ Number of estates currently being administered (PA)	508	456	450	346
□ Number of days from referral to estate closure (PA)	343	365	300	382
Protect and shield against abuse and neglect				
□ Number of individuals served by the Public Conservator's Office	796	957	800	695
□ Public Guardian: Percentage of mandated visits made per quarter	98%	99%	100%	99%
□ Percentage of cases closed within 365 days of being conserved (PC)	21%	18%	30%	28%
□ Percentage of cases that are reconseved within 365 days of their initial case closure date (PC)	5%	3%	5%	12%
□ Total number of conservatees receiving services through the Public Guardian Office	343	345	330	337
□ Percent of clients placed out of county (PC)	65%	65%	55%	75%

HUMAN SERVICES - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CALWORKS				
Facilitate economic self-sufficiency				
<input type="checkbox"/> CalWORKs: Percentage of active CalWORKs cases with earned income	50%	53%	50%	56%
<input type="checkbox"/> CalWORKs families who left aid due to earned income from employment	767	281	600	383
<input type="checkbox"/> CalWORKs participation rate	33.0%	31.4%	50.0%	24.9%
<input type="checkbox"/> Current active CalWORKs caseload	4,526	4,354	4,676	4,346
COUNTY ADULT ASSISTANCE PROGRAM				
Facilitate economic self-sufficiency				
<input type="checkbox"/> Current active CAAP caseload	6,996	6,449	6,500	6,221
Promote the health and well being of San Franciscans				
<input type="checkbox"/> Federal reimbursement resulting from CAAP SSI Case Management (HSA's internal SSI advocacy program) clients being awarded SSI	1,347,971	1,543,384	1,500,000	1,660,231
<input type="checkbox"/> Number of SSI applications submitted for CAAP SSI Case Management (HSA's internal SSI advocacy program) clients	1,097	997	920	903
<input type="checkbox"/> Number of CAAP SSI Case Mgmt (HSA's internal SSI Advocacy program) clients exiting cash aid due to receipt of SSI benefits	731	699	800	681
<input type="checkbox"/> The number of CAAP recipients who are homeless	385	368	420	380

HUMAN SERVICES - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
FAMILY AND CHILDREN'S SERVICE				
Protect and shield against abuse and neglect				
□ Number of first time entries into foster care	263	301	275	247
□ Of all children who were victims of a substantiated maltreatment allegation during the first 6 months of the year, what percent were not victims of another substantiated allegation within the next 6-month period?	92.5%	95.0%	94.6%	95.4%
□ Total number of children in foster care	1,090	1,067	1,150	1,093
Assist individuals and families to achieve their greatest potential within the context of family, community and/or society				
□ Percent of children who were reunified from child welfare supervised foster care during the most recent 12 month study period and had been in care less than 12 months	61%	68%	75%	56%
□ Percent of children who were adopted from child welfare supervised foster care during the most recent 12 month study period that had been in care for less than 24 months (FCS)	31%	25%	37%	37%
FOOD STAMPS				
Promote the health and well being of San Franciscans				
□ Food Stamps: Error rate	2.7%	3.6%	4.5%	2.6%
□ Current active food stamp caseload	28,057	27,124	29,000	28,452

HUMAN SERVICES - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
HOMELESS SERVICES				
Promote the health and well being of San Franciscans				
□ Number of households that secured and/or maintained housing due to a one-time grant	1,928	2,434	2,200	1,791
□ Percentage of families exiting shelter who have stayed for 30 days or more and will successfully exit into permanent housing, transitional housing, or a residential treatment program	72.0%	61.0%	65.0%	68.0%
□ Number of CAAP clients leaving homelessness due to obtaining housing through Care Not Cash	275	280	275	258
□ Percent of formerly homeless clients (single adults) still in supportive housing or other appropriate placements after one year	91%	94%	90%	96%
□ Percentage of all available homeless shelter beds used	97%	96%	95%	96%
□ Average nightly homeless shelter bed use	1,099	1,093	1,100	1,088
Assist individuals and families to achieve their greatest potential within the context of family, community and/or society				
□ Number of families receiving a rental subsidy	186	202	185	178
MEDI-CAL				
Promote the health and well being of San Franciscans				
□ Medi-cal: Percentage of Medi-Cal applications processed within 45 days	92%	90%	90%	52%
□ Medi-Cal: Percentage of Medi-Cal cases redetermined annually	100%	98%	90%	95%

HUMAN SERVICES - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
WORKFORCE DEVELOPMENT				
Facilitate economic self-sufficiency				
<input type="checkbox"/> Rate of completion of participants enrolled in job readiness programs	69%	58%	70%	55%
<input type="checkbox"/> Job placement rate for aided individuals	70%	69%	60%	49%
<input type="checkbox"/> Job placement rate at or above 125% of the San Francisco minimum wage for aided individuals	9%	17%	45%	10%
<input type="checkbox"/> Number of individuals that received workforce development services	3,631	2,642	3,000	4,486
<input type="checkbox"/> Number of individuals that were placed in employment (subsidized or unsubsidized)	2,025	2,252	2,400	1,866
DEPARTMENT-WIDE/OTHER				
Maximize personal and agency resources				
<input type="checkbox"/> Personnel: Number of employees for whom performance appraisals were scheduled	757	104	1,700	1,692
<input type="checkbox"/> Personnel: Number of employees for whom scheduled performance appraisals were completed	746	100	1,700	1,571
<input type="checkbox"/> Personnel: Percent of required bilingual positions filled	n/a	91.7%	90.0%	93.2%

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JUVENILE PROBATION - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ADMINISTRATION				
Ensure staff safety in all departmental facilities				
<input type="checkbox"/> Average daily population of staff out on workers compensation	4.8%	3.3%	2.5%	4.6%
Provide needed staffing for JPD's two residential services				
<input type="checkbox"/> Number of candidates in the counselor work pool for Juvenile Hall and Log Cabin Ranch	78	84	89	65
Reduce overtime expenditures in the entire department				
<input type="checkbox"/> Annual overtime expenditures	\$827,843	\$1,297,926	\$1,078,624	\$1,485,478
<input type="checkbox"/> Number of overtime hours incurred in Juvenile Hall	7,753	15,653	12,700	18,411
JUVENILE HALL				
Provide a safe and secure environment for staff and detainees				
<input type="checkbox"/> Cost per youth per day - Juvenile Hall	\$366	\$383	\$383	\$420
<input type="checkbox"/> Percentage of all assaults involving serious injury to youth	0%	0%	0%	0%
<input type="checkbox"/> Percentage of all assaults involving injury to staff	0%	0%	0%	0%
<input type="checkbox"/> Percent of Juvenile Justice Center youth grievances processed within two business days after filing	84%	87%	97%	87%

JUVENILE PROBATION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
LOG CABIN RANCH				
Improve results for residents placed at Log Cabin Ranch				
<input type="checkbox"/> Percentage of Log Cabin Ranch graduates employed within 60 days of release	66%	93%	60%	65%
<input type="checkbox"/> Percentage of Log Cabin Ranch graduates enrolled in vocational or educational programs within 30 days of release	94%	92%	75%	94%
<input type="checkbox"/> Percentage of Log Cabin Ranch graduates who do not incur sustained charges for new law violations within the first year of graduation	62%	100%	65%	88%
<input type="checkbox"/> Cost per youth per day - Log Cabin Ranch	\$566.00	\$696.00	n/a	\$720.00
Improve the quality of customer service to youth and their families				
<input type="checkbox"/> Percentage of grievances processed within three business days after grievance is filed	100%	100%	99%	n/a

JUVENILE PROBATION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
PROBATION SERVICES				
Utilize probation services and community resources to assist youth in successfully navigating probation.				
<input type="checkbox"/> Percentage of Early Morning Studies Academy (EMSA) youth who complete GED	66%	93%	70%	55%
<input type="checkbox"/> Percent of authorized Intensive Supervision and Clinical Services slots utilized by eligible youth	132%	149%	100%	148%
<input type="checkbox"/> Percentage of youth who successfully complete the Evening Report Center Programs	57%	68%	75%	76%
<input type="checkbox"/> Percentage of probationer applicants through the New Directions Employment Program who get jobs compared with those who have applied	76%	61%	72%	65%
<input type="checkbox"/> Total number of community service hours completed by probation involved youth	1,665	2,630	1,100	1,230
Successful Completion of Probation				
<input type="checkbox"/> Average length of stay (in days) from disposition to placement of youth in juvenile hall awaiting out of home placement	22	36	45	33
<input type="checkbox"/> Percentage of successfully terminated 654 youth compared to the unsuccessful 654 youth	93%	78%	90%	92%
<input type="checkbox"/> Percentage of successfully terminated 725A youth compared to the unsuccessful 725A youth	83%	77%	67%	55%
Reduce repeat offenders				
<input type="checkbox"/> Percentage of youth who incur a sustained finding for a new law violation while on probation	3%	1%	5%	4%
<input type="checkbox"/> Percentage of youth on who incur a sustained finding for a technical violation while on probation	5%	1%	5%	8%

JUVENILE PROBATION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	227	210	225	213
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	110	180	215	155

20.050

LAW LIBRARY - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
LAW LIBRARY				
Ensure that the public has access to the most current legal information.				
<input type="checkbox"/> Number of items checked in, processed or removed on the automated system and shelved or withdrawn	13,444	18,315	8,500	42,870
Provide comprehensive and readily accessible legal information resources and services				
<input type="checkbox"/> Amount of catalog searches and in-library computer legal research usage	12,559	45,436	15,000	31,257
Ensure customer satisfaction with Law Library services				
<input type="checkbox"/> Percent of library users who report that the Law Library provides valuable legal information services for their needs.	99.0%	98.8%	65.0%	97.4%

20.050

MAYOR - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
AFFORDABLE HOUSING				
Provide affordable housing				
<input type="checkbox"/> Number of newly constructed low and moderate-income rental units completed with public financial assistance	135	207	254	254
<input type="checkbox"/> Number of homeownership opportunities or assistance received by first time homebuyers	122	208	130	196
<input type="checkbox"/> Number of low-and-moderate income rental units rehabilitated or preserved with public financial assistance	n/a	556	38	0
COMMUNITY DEVELOPMENT				
Promote economic development in low-income communities				
<input type="checkbox"/> Number of small business and micro-enterprise start-ups assisted	415	565	380	343
<input type="checkbox"/> Number of jobs created	269	340	315	509
<input type="checkbox"/> Number of public and private loans made to small businesses and micro-enterprises	116	141	135	153
<input type="checkbox"/> Number of existing businesses assisted	704	753	500	762
<input type="checkbox"/> Number of jobs retained	240	300	200	890
<input type="checkbox"/> Number of direct loans made to small businesses and micro-enterprises	4	20	18	39
Improve the physical infrastructure and environment of low-income neighborhoods				
<input type="checkbox"/> Number of facilities assisted	14	11	14	17
<input type="checkbox"/> Number of public space improvement projects completed	1	1	1	2
Provide support services to stabilize individuals and families				
<input type="checkbox"/> Number of individuals receiving public services through CDBG	13,568	13,380	10,000	15,483
<input type="checkbox"/> Number of individuals receiving emergency shelter and homeless prevention services through ESG	3,525	4,804	1,500	2,086
<input type="checkbox"/> Number of individuals receiving services through HOPWA	n/a	644	494	1,275

MAYOR - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
NEIGHBORHOOD SERVICES				
Respond to citizens				
<input type="checkbox"/> Number of Certificates, Proclamations, and Greeting Letters Issued	1,645	1,624	1,500	1,049
<input type="checkbox"/> Number of Community Outreach Events	7	7	7	4
PUBLIC POLICY & FINANCE				
Obtain citizen input and promote understanding of the City's budget				
<input type="checkbox"/> Number of presentations to advocates, labor groups, community organizations, and other stakeholders	35	25	25	25
COIT				
Ensure proper documentation of COIT Meetings				
<input type="checkbox"/> Post minutes of meetings within 48 hours of approval by committees	n/a	35%	0%	n/a
DEPARTMENT-WIDE/ OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	85	86	86	92
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	77	63	86	92

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MUNICIPAL TRANSPORTATION AGENCY - Summary Year End Repo

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Goal 1: Create a safer transportation experience for everyone				
Objective 1.1: Improve security for transportation system users				
□ SFPD-reported Muni-related crimes per 100,000 miles	3.77	7.55	3.39	8.92
Objective 1.2: Improve workplace safety and security				
□ Workplace injuries per 200,000 hours	16.6	13.6	14.6	12.1
Objective 1.3: Improve the safety of the transportation system				
□ Muni collisions per 100,000 vehicle miles	4.99	5.22	4.53	5.88

MUNICIPAL TRANSPORTATION AGENCY - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Goal 2: Make transit, walking, bicycling, taxi, ridesharing & carsharing the preferred means of travel				
Objective 2.1: Improve customer service and communications				
<input type="checkbox"/> Hazardous traffic signal reports: % responded to and repaired within two hours	97%	97%	98%	96%
<input type="checkbox"/> Transit operator complaints requiring follow up: % resolved within 30 days	88%	90%	96%	78%
<input type="checkbox"/> Traffic and parking control requests: % investigated and responded to within 90 days	79%	79%	83%	51%
<input type="checkbox"/> Parking meter malfunction reports: % responded to and repaired within 48 hours	84%	82%	86%	76%
<input type="checkbox"/> Customer rating: Overall customer satisfaction with transit services; scale of 1 (low) to 5 (high)	n/a	n/a	3.00	3.02
<input type="checkbox"/> Customer rating: Overall customer satisfaction with taxi availability; scale of 1 (low) to 5 (high)	n/a	n/a	3.00	7.45
<input type="checkbox"/> Customer rating: Overall customer satisfaction with bicycle network; scale of 1 (low) to 5 (high)	n/a	n/a	3.00	2.76
<input type="checkbox"/> Customer rating: Overall customer satisfaction with pedestrian environment; scale of 1 (low) to 5 (high)	n/a	n/a	3.00	3.50
Objective 2.2: Improve transit performance				
<input type="checkbox"/> Percentage of on-time performance	60.1%	59.0%	85.0%	58.8%
<input type="checkbox"/> % of scheduled service hours delivered	95.5%	97.6%	98.5%	90.7%
<input type="checkbox"/> Ridership: passengers carried	222,125,944	222,991,006	230,000,000	224,893,084
<input type="checkbox"/> Headway adherence	75.3%	76.5%	82.1%	73.4%
<input type="checkbox"/> Customer rating: Transit system reliability; scale of 1 (low) to 5 (high)	n/a	n/a	3.50	2.62
Objective 2.3: Increase use of all non-private auto modes				
<input type="checkbox"/> Non-private auto mode share	n/a	n/a	50%	n/a
Objective 2.4: Improve parking utilization and manage parking demand				
<input type="checkbox"/> On-street parking reliability of SFpark metered parking spaces	70.0%	73.9%	n/a	75.2%

MUNICIPAL TRANSPORTATION AGENCY - Summary Year End Repo

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Goal 3: Improve the environment and quality of life in San Francisco				
Objective 3.4: Deliver services efficiently				
<input type="checkbox"/> Average annual transit cost per revenue hour	\$202.50	\$202.67	\$197.60	n/e
<input type="checkbox"/> Cost per revenue mile	\$26.52	\$26.80	\$26.13	n/e
<input type="checkbox"/> Cost per boarding	\$2.90	\$2.91	\$2.84	n/e
<input type="checkbox"/> Farebox recovery ratio	32%	34%	32%	n/e
Goal 4: Create a workplace that delivers outstanding service				
Objective 4.2: Create a collaborative and innovative work environment				
<input type="checkbox"/> Employee rating: Overall employee satisfaction	n/a	3.36	3.50	n/e
Objective 4.3: Improve employee accountability				
<input type="checkbox"/> Unscheduled absence rate: transit operators	9.2%	8.6%	12.0%	9.4%
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	525	1,024	1,000	3,146
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	509	947	1,000	2,947

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POLICE - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
OPERATIONS AND ADMINISTRATION				
Ensure safety of officers and the public				
<input type="checkbox"/> Number of collisions where the officer is at fault	72	72	50	68
PATROL				
Reduce crime; Uniform Crime Reporting (UCR) numbers				
<input type="checkbox"/> UCR: Number of UCR homicides per 100,000 population	7.4	6.3	0.0	4.7
<input type="checkbox"/> UCR: Number UCR Part I violent offenses reported	6,842	7,386	6,295	7,619
<input type="checkbox"/> UCR: Number of UCR Part I violent offenses reported per 100,000 population	810.3	876.5	748.0	904.5
<input type="checkbox"/> UCR: Number of UCR Part I property offenses reported	35,317	42,108	31,723	48,284
<input type="checkbox"/> UCR: Number of UCR Part I property offenses reported per 100,000 population	4,191.4	4,997.2	3,768.0	5,730.3
Respond timely to calls for emergency assistance				
<input type="checkbox"/> Response time: Priority A calls (in seconds)	261	294	240	260
<input type="checkbox"/> Response time: Priority B calls (in seconds)	485	524	450	361
Ensure the safety of citizens				
<input type="checkbox"/> Ensure the safety of persons riding public transportation (MUNI) in the City; offenses reported as per 1,000 riders	1.36	2.77	1.75	1.85
SFPD-INVESTIGATIONS				
Reduce the amount of violence in San Francisco				
<input type="checkbox"/> Firearm seizures	731	998	800	911

POLICE - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
SPECIAL OPERATIONS				
Reduce traffic collisions and ensure pedestrian safety				
<input type="checkbox"/> Number of traffic collisions that result in injuries	1,546	3,150	2,775	n/a
<input type="checkbox"/> Number of traffic collisions that result in fatalities	35	31	0	20
<input type="checkbox"/> Number of 'driving under the influence' arrests	546	534	843	n/a
<input type="checkbox"/> Number of moving citations issued	62,328	94,381	133,543	n/a
DEPARTMENT-WIDE/OTHER				
All city employees have a current performance appraisal				
<input type="checkbox"/> Percentage of employees for whom performance appraisals were scheduled	100	100	100	100
<input type="checkbox"/> Percentage of employees for whom scheduled performance appraisals were completed	89	90	100	92
THE OFFICE OF CITIZEN COMPLAINTS				
Address civilian complaints of police misconduct professionally and efficiently				
<input type="checkbox"/> Number of Cases Closed During the Reporting Period	856	723	816	711
<input type="checkbox"/> Number of Cases Closed During the Reporting Period per FTE Investigator	60	54	48	43
<input type="checkbox"/> Number of Cases Sustained During the Reporting Period	48	39	n/a	53
<input type="checkbox"/> Percentage of Sustained Cases Completed within the One-Year Statute of Limitations Under Government Code 3304	100.0%	100.0%	100.0%	98.5%
<input type="checkbox"/> Percentage of Sustained Cases that Resulted in Corrective or Disciplinary Action by the Chief or Police Commission	90%	92%	90%	94%
<input type="checkbox"/> Number of Cases Mediated During the Reporting Period	64	50	60	65
Facilitate corrective action in response to complaints				
<input type="checkbox"/> Number of Findings of Policy, Procedure, or Practice Failure Identified in the OCC Caseload During the Reporting Period	9	7	n/a	8
<input type="checkbox"/> Number of Policy, Procedure, and Practice Findings Presented to SFPD or Police Commission During the Reporting Period	16	15	n/a	12

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PORT - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ADMINISTRATION				
Financial Stability - Maintain or improve the Port's access to the capital markets				
□ The Port's debt service coverage ratio	5.00	6.54	2.05	8.85
Financial Stability - Maintain a strong financial position				
□ Outstanding receivables as a percent of annual billed revenue	3.80%	3.80%	4.50%	4.17%
Economic Impact of Port Capital Program				
□ Annual Capital Budget	\$15,395,117	\$36,357,722	\$14,000,000	\$14,000,000
MAINTENANCE				
Financial Stability - Improve utilization of maintenance resources				
□ Percentage of preventative maintenance of sewer pumps performed on schedule	71%	77%	95%	87%
□ Reduce the number of unscheduled repairs of sewer pumps	5	14	10	5
□ Maintenance cost per square foot of Port facilities	\$0.85	\$0.82	\$0.92	\$0.35
MARITIME OPERATIONS & MARKETING				
Economic Impact - Increase the volume of cargo shipping				
□ Total cargo tonnage - Breakbulk	24,385	18,089	37,000	4,298
□ Total cargo tonnage - Bulk	1,166,386	1,270,884	1,200,000	1,371,682
Economic Impact - Increase cruise volume				
□ Total number of cruise ship calls	59	65	73	73
□ Total number of cruise ship passengers	159,337	202,389	240,000	250,107
Economic Impact - Track ferry passenger volume				
□ Total number of ferry passengers transiting through Port managed facilities	1,542,479	1,661,433	1,545,000	2,295,050

PORT - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
PLANNING & DEVELOPMENT				
Quality of Life - Public participation in implementation of Waterfront Land Use Plan				
<input type="checkbox"/> Total number of community meetings held to discuss ongoing Port projects and programs	22	42	25	28
Economic Impact - Enhance Economic Activity on Waterfront				
<input type="checkbox"/> Total number of projects in defined development process	7	10	7	14
REAL ESTATE & MANAGEMENT				
Economic Impact - Achieve maximum revenue from leasing activities				
<input type="checkbox"/> Overall Port Vacancy Rate	3.5%	1.6%	10.0%	7.6%
<input type="checkbox"/> Revenue per square foot of rentable space	\$4.67	\$4.46	\$4.68	\$5.39
<input type="checkbox"/> Net Revenue (Gross Revenues minus Gross Expenditures)	n/a	n/a	48	n/a
<input type="checkbox"/> Net Revenue Growth Over Prior Year	n/a	n/a	-5	n/a
<input type="checkbox"/> Revenue to Expense Ratio	n/a	n/a	5	n/a
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	208	216	235	106
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	177	140	235	31

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PUBLIC DEFENDER - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CRIMINAL AND SPECIAL DEFENSE				
Represent defendants effectively				
<input type="checkbox"/> Number of felony matters handled	7,672	8,857	8,433	9,448
<input type="checkbox"/> Number of misdemeanor matters handled	4,570	4,635	4,269	5,108
<input type="checkbox"/> Number of mental health clients represented	2,965	3,457	3,000	3,484
<input type="checkbox"/> Number of juvenile matters handled	4,758	4,460	4,600	4,531
Provide expungement services				
<input type="checkbox"/> Number of applicants/individuals receiving legal consultation and referrals via drop in services and telephone conferences	5,268	4,975	4,758	7,172
<input type="checkbox"/> Number of motions filed on behalf of the clients under Clean Slate	1,129	1,145	720	1,237
Provide training to staff				
<input type="checkbox"/> Number of training programs offered to staff	234	144	120	128
Provide alternatives to incarceration				
<input type="checkbox"/> Number of new participants in Drug Court	272	159	150	182
<input type="checkbox"/> Number of carryover participants in Drug Court	283	146	200	214
<input type="checkbox"/> Number of Drug Court cases in bench warrant status	477	127	300	193
<input type="checkbox"/> Number of dismissals of Drug Court client cases	132	112	80	68
Provide Re-entry Services to Clients				
<input type="checkbox"/> Number of clients evaluated for referral to services	284	316	300	264
<input type="checkbox"/> Number of clients referred to services	232	212	200	203
Provide Services for Children of Incarcerated Parents				
<input type="checkbox"/> Number of clients evaluated for referral and referred to services	79	79	85	82

PUBLIC DEFENDER - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	156	162	163	110
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	75	155	163	91

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PUBLIC HEALTH - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
SFGH - ACUTE CARE - HOSPITAL				
Provide clinical services to target populations				
<input type="checkbox"/> Number of hospital medical/surgical inpatient days at SFGH	79,635	76,174	80,000	111,687
<input type="checkbox"/> Uninsured medical/surgical inpatient days as a percentage of total medical/surgical inpatient days	21%	19%	21%	21%
<input type="checkbox"/> Homeless outpatient visits as a percentage of total visits	6%	6%	6%	6%
<input type="checkbox"/> Average Daily Population at San Francisco General Hospital	397	361	320	316
Decrease rate of ambulance diversions				
<input type="checkbox"/> Percentage of time that San Francisco General Hospital's Emergency Department is unable to accept lower-priority emergency cases	21%	34%	23%	40%
SFGH - ACUTE CARE - PSYCHIATRY				
Provide appropriate psychiatric hospital care				
<input type="checkbox"/> Number of hospital acute psychiatric days	21,521	19,950	20,000	25,596
LAGUNA HONDA - LONG TERM CARE				
Improve health outcomes among San Francisco residents				
<input type="checkbox"/> Number of long-term patient days at LHH	272,507	274,762	271,560	414,472
<input type="checkbox"/> Percentage of new admissions to LHH who are Medi-Cal clients	86%	90%	80%	88%
<input type="checkbox"/> Percentage of new admissions to LHH who are homeless	8%	4%	8%	6%
<input type="checkbox"/> Average Daily Population at Laguna Honda Hospital	755	756	758	756
LAGUNA HONDA HOSP - ACUTE CARE				
Provide acute care services				
<input type="checkbox"/> Number of patient days at Laguna Honda acute care and rehabilitation facilities	1,945	1,225	1,800	1,526

PUBLIC HEALTH - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
FORENSICS - AMBULATORY CARE				
Provide continuity of care for recipients of DPH services				
<input type="checkbox"/> Number of jail health screenings	16,402	16,566	17,000	26,111
MENTAL HEALTH - CHILDREN'S PROGRAM				
Increase the number of high-risk children served in mental health treatment settings				
<input type="checkbox"/> San Francisco residents under 19 years of age receiving services provided by Children's Mental Health Services	4,892	4,925	5,000	4,758
MENTAL HEALTH - COMMUNITY CARE				
Provide clinical services to target populations				
<input type="checkbox"/> Number of unique mental health clients in treatment	26,240	25,720	25,000	25,300
<input type="checkbox"/> Percentage of new mental health clients who are homeless	17%	3%	20%	12%
<input type="checkbox"/> Total units of mental health services provided	1,127,017	1,107,757	1,000,000	1,996,973
SUBSTANCE ABUSE - COMMUNITY CARE				
Provide substance abuse treatment services				
<input type="checkbox"/> Number of unique substance abuse clients in treatment	7,705	7,687	8,000	7,451
<input type="checkbox"/> Total units of substance abuse treatment services provided	1,316,199	1,269,601	1,000,000	1,966,157
<input type="checkbox"/> Percentage of homeless clients among substance abuse treatment admissions	35%	18%	37%	34%
Ensure a high level of customer satisfaction				
<input type="checkbox"/> Percentage of client satisfaction surveys completed	66%	0%	50%	80%
<input type="checkbox"/> Percentage of clients responding to surveys that report satisfaction with quality of services	86%	0%	70%	92%

PUBLIC HEALTH - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
COMM HLTH - PREVENTION - AIDS				
Strengthen primary and secondary prevention activities				
<input type="checkbox"/> Number of contacts made by HIV prevention providers	116,736	118,648	78,009	195,267
<input type="checkbox"/> Percentage of HIV positive tests	1.36%	1.29%	1.30%	1.26%
<input type="checkbox"/> Percentage of clients testing HIV+ who are successfully linked to medical care	76%	77%	75%	80%
COMM HLTH - PREVENTION - HLTH EDUCATION				
Decrease injury and disease among San Francisco residents				
<input type="checkbox"/> Number of children who receive dental screening, fluoride varnish, education or sealant	7,201	7,351	4,500	8,946
COMM HLTH - PREVENTION - BEHM				
Protect and respond to the environmental health of San Francisco residents				
<input type="checkbox"/> Number of routine hazardous materials compliance inspections	991	1,051	1,050	1,560
<input type="checkbox"/> Number of complaint investigations performed by the public services program	4,498	4,276	4,100	7,871
<input type="checkbox"/> Percentage of environmental health complaints abated	81%	76%	80%	84%
COMM HLTH - PREV - MATERNAL & CHILD HLTH				
Increase the number of breastfed infants in the Women, Infants and Children (WIC) program				
<input type="checkbox"/> Percentage of breastfed infants participating in the WIC program per month	66%	62%	67%	64%

PUBLIC HEALTH - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Primary Care Clinic - Tom Waddell Urban Health Center				
Improve support staff ratio for active patient panel				
<input type="checkbox"/> Number of bed slots in housing programs	2,403	2,629	2,803	2,818
<input type="checkbox"/> Number of unduplicated clients served in supportive housing	1,278	1,290	1,359	1,440
<input type="checkbox"/> Primary Care support staff ratio per unweighted active patient panel	n/a	n/a	n/a	7
Increase attention to social and economic factors that affect health status				
<input type="checkbox"/> Number of unduplicated clients served by housing and housing-related programs	3,820	4,189	3,935	4,210
PRIMARY CARE - AMBU CARE - HEALTH CNTRS				
Provide clinical services to target populations				
<input type="checkbox"/> Percentage of patients who are uninsured	44%	45%	41%	38%
<input type="checkbox"/> Percentage of patients who are homeless	13%	10%	11%	11%
<input type="checkbox"/> Percentage of outpatient visits by uninsured patients	36%	36%	36%	25%
<input type="checkbox"/> Percentage of outpatient visits by homeless patients	13%	12%	12%	9%
<input type="checkbox"/> Number of Healthy San Francisco participants	46,822	51,161	43,000	25,572
<input type="checkbox"/> Percentage of Healthy San Francisco participant complaints resolved within 60 days	100%	100%	85%	100%
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	5,675	5,744	5,500	6,009
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	5,194	4,842	4,480	4,136

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PUBLIC LIBRARY - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
BRANCH PROGRAM				
Meet citizens' needs in quantity and availability of library collections at the branch libraries				
<input type="checkbox"/> In-library use of materials at branch libraries	2,698,336	2,646,049	2,680,000	2,251,470
Provide hours of operation at the branch libraries that respond to user demand				
<input type="checkbox"/> Weekly hours of operation in the branch libraries including Bookmobiles, Log Cabin Ranch and Juvenile Justice Center	1,282	1,321	1,334	1,352
<input type="checkbox"/> Number of persons entering branch libraries including Bookmobiles, Log Cabin Ranch and Juvenile Justice Center	5,060,860	5,337,801	5,410,000	5,046,671
Ensure customer satisfaction with services at the branch libraries				
<input type="checkbox"/> Number of questions answered annually at the branch libraries including Bookmobiles, Log Cabin Ranch and Juvenile Justice Center	1,720,367	1,862,024	1,640,000	2,015,102
<input type="checkbox"/> Percentage of San Franciscans who rate the quality of assistance from staff as good or very good (biennial City Survey)	n/a	85%	n/a	n/a
<input type="checkbox"/> How patrons rate the quality of library staff assistance in the branch libraries and Bookmobiles on a scale of 1-10	8.99	9.10	8.80	9.21
Ensure that all library facilities are safe, accessible and sustainable public spaces				
<input type="checkbox"/> Percentage of branch libraries that are seismically upgraded, moved from leased to permanent spaces, and made ADA compliant	92%	96%	96%	100%

PUBLIC LIBRARY - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
CHILDREN & YOUTH SERVICES (CYS)				
Provide high quality programs for children and youth				
☐ Number of programs provided	6,260	6,742	6,294	6,994
☐ Number of children and youth attending programs	254,611	242,490	245,000	282,294
Support education of children and youth through instruction on library resources and how to use them				
☐ Number of instructional visits or programs for school classes	3,366	3,705	3,450	3,562
☐ Number of children and teens receiving instruction via school visits or library visits	83,094	88,364	85,000	82,185
☐ Percentage of participants who rate instructional visits or programs for school classes as good or very good	95%	97%	99%	96%
Support early literacy through "Every Child Ready to Read" (ECRR) program				
☐ Percentage of caregiver/parent participants who rate ECRR trainings and workshops as important in fostering early literacy	98%	99%	99%	99%
☐ Number of caregiver/parent participants in ECRR trainings and workshops	764	937	950	605
COMMUNICATIONS PROGRAMS & PARTNERSHIPS (CPP)				
Provide for and inform the public on high quality educational and cultural programs and services offered by the library				
☐ Number of people attending adult programs	47,893	48,349	45,000	61,020
Ensure access to materials and services for patrons who speak/read a language other than English				
☐ Attendance at public programs and trainings offered for speakers of languages other than English	2,546	2,659	2,200	6,330

PUBLIC LIBRARY - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
FACILITIES				
Ensure that all library facilities are safe, accessible and sustainable public spaces				
<input type="checkbox"/> Number of kilowatts used in Library facilities	9,094,379	8,520,191	8,498,627	8,647,236
<input type="checkbox"/> Gallons of water used in Library facilities	10,457,788	10,639,812	10,539,844	10,247,070
<input type="checkbox"/> Percentage of waste stream recycled or composted in Library facilities	77%	80%	80%	79%
<input type="checkbox"/> Number of security incidents reported in Library facilities	4,412	3,599	3,728	2,992
<input type="checkbox"/> How patrons rate their sense of safety and personal security in the library on a scale of 1 to 10	8.7	8.7	8.2	8.8
<input type="checkbox"/> Percentage of San Franciscans who rate the overall quality of Branch Library facilities as good or very good (biennial City Survey)	79%	84%	n/a	n/e
<input type="checkbox"/> Percentage of San Franciscans who rate the overall quality of Main Library facilities as good or very good (biennial City Survey)	72%	77%	n/a	n/e
Ensure that all library facilities are clean and well maintained				
<input type="checkbox"/> How patrons rate the cleanliness and maintenance of library facilities on a scale of 1 to 10	8.3	8.2	8.2	8.1

PUBLIC LIBRARY - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
INFORMATION TECHNOLOGY				
Meet patron needs for access to technology				
<input type="checkbox"/> Number of web pages viewed (or hits) to the Library's web servers	12,510,099	13,314,347	12,000,000	52,849,115
<input type="checkbox"/> Number of public computers available for use	905	924	950	946
<input type="checkbox"/> Number of hours used by patrons at public computer terminals, including both reserved and walk-in use	539,985	525,671	528,000	655,885
<input type="checkbox"/> Average number of wi-fi users per day at the Main Library	1,217	1,004	500	1,592
<input type="checkbox"/> Average number of wi-fi users per day at branch libraries	2,502	2,785	1,350	3,775
<input type="checkbox"/> Number of website and catalog page views by mobile devices	3,522,233	5,782,382	5,000,000	7,960,993
Ensure access to materials and services for patrons who speak/read a language other than English				
<input type="checkbox"/> Number of uses (or hits) to the Library's web pages in Chinese and Spanish	205,198	298,292	215,000	1,807,295
MAIN PROGRAM				
Provide hours of operation at the Main Library that respond to user demand				
<input type="checkbox"/> Weekly hours of operation at the Main Library	60	60	60	60
<input type="checkbox"/> Number of persons entering the Main Library	2,187,564	2,084,098	2,000,000	1,835,085
Ensure customer satisfaction with services at the Main Library				
<input type="checkbox"/> Number of questions answered annually at the Main Library	975,278	924,355	900,000	877,175
<input type="checkbox"/> Percentage of San Franciscans who rate the quality of staff assistance as good or very good (biennial City Survey)	n/a	85%	n/a	n/a
<input type="checkbox"/> Number of attendees at public trainings and instructional classes provided at the Main Library	5,357	6,581	4,000	6,434
<input type="checkbox"/> Percentage of participants who rate public trainings and classes at the Main Library as good or very good	100%	97%	95%	100%
<input type="checkbox"/> How patrons rate the quality of library staff assistance at the Main Library on a scale of 1-10	8.43	8.30	8.50	8.20

PUBLIC LIBRARY - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
COLLECTIONS & TECHNICAL SERVICES (CTS)				
Acquire, prepare and maintain library materials for public use				
□ Number of new materials made available to the public	407,012	372,945	380,000	381,215
Ensure access to materials and services for patrons who speak/read a language other than English				
□ Number of physical items in languages other than English added to the library's collection	59,344	63,068	60,000	57,330
Provide high quality collections and resources				
□ Percentage of San Franciscans who rate the quality of the library's collections as good or very good (biennial City Survey)	n/a	75%	n/a	n/a
□ How patrons rate the quality of library collections on a scale of 1-10	8.30	8.44	8.00	8.45
Provide beneficial uses for materials no longer needed by the library				
□ Number of books and library materials distributed to community groups for public benefit purposes	50,840	90,045	60,000	54,500
Provide access to quality online computer resources and databases				
□ Number of uses of the Library's subscription databases by staff and public	3,211,440	2,972,611	3,200,000	3,910,580
□ How patrons rate the quality of library databases on a scale of 1-10	8.03	7.94	8.10	7.75
Meet citizens' needs in quantity and availability of library collections				
□ Circulation of physical books and materials	10,971,974	10,604,636	10,300,000	10,036,860
□ Circulation of eBooks and eMedia	379,506	556,702	750,000	808,090

PUBLIC LIBRARY - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Department Center/Other				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	697	728	683	753
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	533	480	615	569
SYSTEMWIDE				
Meet citizens' needs in quantity and availability of library collections				
<input type="checkbox"/> Collection Expenditures per Number of Borrowers	\$22.41	\$21.87	\$23.65	\$25.18
<input type="checkbox"/> Expenditures per Number of Visits	\$12.76	\$12.57	\$13.31	\$14.69
<input type="checkbox"/> Expenditures per Circulation of physical, eBooks & eMedia materials	\$8.15	\$8.36	\$8.42	\$9.32

20.050

PUBLIC UTILITIES COMMISSION - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Customer and Community				
Invest in Customers/Community				
<input type="checkbox"/> CR3.1 Billing Accuracy (water/wastewater/power)= Billing Error Rate (Number of error-driven billing adjustments per 10,000 bills)	16.00	13.00	10.00	8.00
<input type="checkbox"/> CR3.4 Water meter reading accuracy (Number of errors per 1,000 reads)	1.31	1.00	1.00	0.64
<input type="checkbox"/> CR6.3a Percent of water rate and fee structure that reflects cost of service (including funding capital investment, O&M, and contribution to reserve)	100.00%	100.00%	99.00%	100.00%
<input type="checkbox"/> CR6.3b Percent of wastewater rate and fee structure that reflects cost of service (including funding capital investment, O&M, and contribution to reserve)	100.00%	100.00%	100.00%	100.00%
<input type="checkbox"/> CR6.3c Percent of power rate and fee structure that reflects cost of service (including funding capital investment, O&M, and contribution to reserve)	67.00%	78.00%	67.00%	70.00%
<input type="checkbox"/> CY3.1a Percent labor hours worked by SFPUC Service Territory Residents as a percent of all hours worked	n/a	50.00%	50.00%	48.25%
<input type="checkbox"/> CY3.1b Percent apprentice labor hours worked by WSIP PLA Service Territory Residents Apprentices as a percent of all Apprentice hours worked.	n/a	75.00%	50.00%	145.50%
<input type="checkbox"/> CY3.2a Labor hours worked by local residents as percent of all hours worked	n/a	29.00%	30.00%	37.00%
<input type="checkbox"/> CY3.2b Labor hours worked by local resident apprentices as a percent of all apprentice hours worked.	n/a	72.00%	50.00%	71.00%

PUBLIC UTILITIES COMMISSION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Environment				
Steward the Environment				
□ EN6.1b Total amount of water sold to San Francisco residential customers in gallons per capita per day (gpcd)	50.29	48.90	55.00	48.42
□ EN8.2 Percent of total water supplied by alternative sources to retail customers	3.00%	3.40%	3.40%	3.40%
□ EN9.4 Percent sewage sludge (the residual, semi-solid material left from the sewage treatment process) going to beneficial reuse	100.00%	100.00%	100.00%	100.00%
□ EN10.1 Number of unauthorized discharges from the combined sewer system	0	0	0	5
□ EN10.2 Percent of annual wet and dry weather flow treated before discharged per year (by level of quality)	100.00%	100.00%	100.00%	100.00%
□ EN12.1b Average monthly electricity used per SFPUC street light (in kWh)	52.00	57.00	45.20	51.67
□ EN12.2a Annual peak load reduction (in kW)	639.00	282.00	545.00	276.00
□ EN 12.2b Total electricity reduction achieved by customers (in MWh)	3,142.00	3,140.00	4,353.00	2,686.00
□ EN 12.2c Total gas reduction achieved by customers (in therms)	121,948.00	543,493.00	2,000,000.00	1,823,225.00
□ EN16.1a SFPUC's electricity and/or natural gas consumption for provision of all SFPUC services (metric tons)	4,530.00	2,581.00	n/a	2,506.00
□ EN16.1b Annual greenhouse gas (GHG) emissions due to fleet fuel consumption (metric tons)	5,298.00	4,976.00	n/a	5,223.00
□ EN17.1a Direct energy consumption broken down by source = Energy Intensity (EI metric): MWh energy used per million gallons of water delivered (In-City Retail Water)	1.05	1.14	1.10	1.07
□ EN17.1c Direct energy consumption broken down by source = Energy Intensity (EI metric): MWh energy used per million gallons wastewater treated	2.14	2.10	2.10	2.20
□ EN17.3a Percent of laptops, desktops, and monitors that meet the EPEAT Gold standard	100.00%	100.00%	100.00%	100.00%

PUBLIC UTILITIES COMMISSION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Steward the Environment				
<input type="checkbox"/> EN17.3b Percent of printers and servers that meet the Climate Savers Computing Base standard	95.00%	95.00%	95.00%	95.00%

PUBLIC UTILITIES COMMISSION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Governance				
Improve Governance				
<input type="checkbox"/> SFPUC Cost per gallon of wastewater	\$0.0099	\$0.0104	\$0.0109	\$0.0109
<input type="checkbox"/> SFPUC Cost per gallon of water	\$0.0070	\$0.0078	\$0.0084	\$0.0084
<input type="checkbox"/> SFPUC Cost per Kilowatt hour of electricity	\$0.1000	\$0.1093	\$0.0800	\$0.1223
<input type="checkbox"/> GM1.2a Incidents of, and fines or non-monetary sanctions for non-compliance with applicable laws and regulations	3.00	0.00	0.00	2.00
<input type="checkbox"/> GM1.2b Drinking water quality compliance rate (percent days in full compliance with drinking water standards)	100.00%	100.00%	100.00%	100.00%
<input type="checkbox"/> GM3.1a Percent completion within 45 days from Commission Award to Certification of components of professional service contracts that are within SFPUC control	82.90%	56.50%	75.00%	62.00%
<input type="checkbox"/> GM3.1b Percent completion within 60 days from Commission Award to Certification of components of construction contracts that are within SFPUC control	65.00%	66.00%	70.00%	44.00%
<input type="checkbox"/> GM4.4 Percent of power supplied vs. forecasted	99.00%	101.00%	99.00%	100.46%
<input type="checkbox"/> IA2.2a Deviation in actual vs. planned facilities and project expenditures (in Millions): WSIP Local including LWS	\$19,200,000.00	\$15,300,000.00	\$30,800,000.00	\$5,000,000.00
<input type="checkbox"/> IA 2.2b Deviation in actual vs. planned facilities and project expenditures (in Millions): WSIP Regional	\$3,900,000	\$122,000,000	\$385,900,000	\$14,000,000
<input type="checkbox"/> IA2.2c Deviation in actual vs. planned facilities and project expenditures (in Millions): SSIP	\$0.00	\$281,000,000.00	\$128,000,000.00	\$149,000,000.00
<input type="checkbox"/> IA2.2d Deviation in actual vs. planned facilities and project expenditures (in Millions): VWE	\$22,700,000.00	\$38,600,000.00	\$8,000,000.00	\$19,000,000.00
<input type="checkbox"/> IA2.4a Percent deviation in actual vs. planned capital facilities and project schedules: WSIP Local	80.20%	1.20%	6.60%	0.90%
<input type="checkbox"/> IA2.4b Percent deviation in actual vs planned capital facilities & project schedules: WSIP Regional	42.70%	6.30%	9.50%	2.50%
<input type="checkbox"/> IA2.4c Percent deviation in actual vs. planned capital facilities and project schedules: VWEICP (including SSIP)	0.00%	21.26%	0.00%	9.00%
<input type="checkbox"/> IA5.1a Preventive maintenance ratio for Water (percent)	80.81%	78.56%	70.00%	71.57%
<input type="checkbox"/> IA5.1b Preventive maintenance ratio for Wastewater (percent)	38.00%	50.00%	58.00%	40.00%

PUBLIC UTILITIES COMMISSION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Improve Governance				
<input type="checkbox"/> IA5.3a Distribution system renewal and replacement rate for water mains (percent)	0.22%	0.40%	1.00%	0.43%
<input type="checkbox"/> IA5.3b System renewal and replacement rate for Wastewater (miles)	8.70	13.70	15.00	12.75
<input type="checkbox"/> WP4.2a Recordable injury rate (# recordable/100 employees)	9.40	8.90	7.70	6.90
<input type="checkbox"/> WP4.2b Recordable lost time rate (hrs/100 employees)	4.70	3.90	3.80	3.50
<input type="checkbox"/> WP4.2c Number of work-related fatalities	0.00	0.00	0.00	0.00

20.050

PUBLIC WORKS - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ARCHITECTURE				
Develop accurate construction cost estimates for City projects				
<input type="checkbox"/> Percentage of construction contracts advertised wherein the lowest bid received is within a range of 80% to 110% of the architect's estimate	75%	70%	90%	60%
<input type="checkbox"/> Percentage of projects for which contracts are awarded on first bid solicitation	75%	69%	90%	82%
CONSTRUCTION MANAGEMENT SERVICES				
Track City construction project costs				
<input type="checkbox"/> Percentage change order cost to original contracts, for projects exceeding \$2 million	14.8%	12.4%	14.4%	10.2%
<input type="checkbox"/> Percentage change order cost to original contracts, for projects not exceeding \$2 million	2.2%	14.6%	11.6%	6.5%
Develop accurate construction cost estimates for City projects				
<input type="checkbox"/> Percentage change order cost to original contracts, due to errors and omissions in design, for projects exceeding \$2 million	2.5%	3.5%	3.2%	0.4%
<input type="checkbox"/> Percentage change order cost to original contracts, due to errors and omissions in design, for projects not exceeding \$2 million	0.1%	0.2%	1.6%	0.6%
ENGINEERING				
Develop accurate construction cost estimates for City projects				
<input type="checkbox"/> Percentage of construction contracts advertised wherein the lowest bid received is within a range of 80% to 110% of the engineer's estimate	76%	83%	75%	74%
Maintain quality of City streets through repaving program				
<input type="checkbox"/> Number of blocks of City streets repaved	346	521	520	503

PUBLIC WORKS - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
STREET ENVIRONMENTAL SERVICES				
Maintain cleanliness of City streets/sidewalks, through direct services as well as regulations and education				
<input type="checkbox"/> Percentage of San Franciscans who rate cleanliness of neighborhood streets as good or very good (biennial City Survey)	0%	52%	n/a	n/a
<input type="checkbox"/> Percentage of San Franciscans who rate cleanliness of neighborhood sidewalks as good or very good (biennial City Survey)	n/a	47%	n/a	n/a
<input type="checkbox"/> Number of curb miles mechanically swept	146,363	143,768	146,276	146,343
<input type="checkbox"/> Percentage of street cleaning requests abated within 48 hours	90%	94%	90%	97%
<input type="checkbox"/> Percentage of graffiti requests abated within 48 hours (public property)	80%	97%	92%	95%
<input type="checkbox"/> Cost per curb mile mechanically swept (controlled routes)	\$69	\$73	\$73	\$76
STREET USE MANAGEMENT				
Provide timely decisions for street use permits				
<input type="checkbox"/> Percentage of decisions rendered on street use permit requests within established time frames	87%	93%	90%	94%
Respond to complaints in a timely manner				
<input type="checkbox"/> Percentage of complaints responded to within service level agreement time frames	92%	96%	85%	92%
To process map actions in a timely manner				
<input type="checkbox"/> Map backlog as a percentage of all active maps	4%	8%	10%	3%
<input type="checkbox"/> Percentage of all maps approvals issued within 50 days	90%	90%	90%	91%
URBAN FORESTRY				
Maximize San Francisco's urban forest canopy cover				
<input type="checkbox"/> Number of street trees planted by DPW	266	374	311	290

PUBLIC WORKS - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DEPARTMENT-WIDE/OTHER				
All city employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	782	863	898	1,036
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	727	796	853	1,025
STREET AND SEWER REPAIR SERVICES				
Maintain City streets in good repair				
<input type="checkbox"/> Percentage of San Franciscans who rate the condition of the pavement of their neighborhood streets as good or very good (Biennial city survey)	n/a	41%	n/a	n/a
<input type="checkbox"/> Number of potholes repaired	11,693	16,065	15,000	15,823
<input type="checkbox"/> Percentage of potholes repaired within 72 hours of request	88%	92%	90%	97%
<input type="checkbox"/> Cost per block paved by BSSR	\$26,853	\$23,021	\$23,021	\$22,534

20.050

RECREATION AND PARK COMMISSION - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
NEIGHBORHOOD and CITYWIDE SERVICES				
Improve the quality of park maintenance and create safe, welcoming parks and facilities				
□ Citywide percentage of park maintenance standards met for all parks inspected	91%	91%	90%	91%
□ Citywide percentage of restroom standards met in parks	94%	93%	90%	90%
□ Percentage of graffiti work orders completed within 48 hours	77%	92%	75%	90%
□ Number of graffiti orders in top 10 impacted facilities	1,509	1,678	1,000	1,394
□ Percentage of paint shop FTE labor hours devoted to graffiti abatement	24%	22%	22%	18%
□ Number of trees maintained	1,905	1,873	950	1,053
□ Number of trees damaged or destroyed	70	180	100	18
□ Number of trees planted	993	876	400	573
□ Percentage of San Franciscans who rate the quality of park buildings or structures as good or excellent (biennial City Survey)	n/a	63%	n/a	n/a
□ Percentage of San Franciscans who rate the quality of the City's park grounds (landscaping) as good or excellent (biennial City Survey)	n/a	73%	n/a	n/a
□ Operating Investment Per Acre of San Francisco Parks Maintained (Excluding Golf and Natural Areas)	\$15,250	\$16,265	\$15,250	\$16,806
□ Number of Permits Issued Per Budgeted and Funded Staff in the RPD Permits Division	4,687	5,000	4,687	2,307
Improve community loyalty				
□ Number of recreation volunteer hours	78,228	73,967	75,000	113,981
□ Number of park volunteer hours	69,139	79,490	75,000	119,387

RECREATION AND PARK COMMISSION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
Increase access to, and improve quality of, Recreational Programming				
<input type="checkbox"/> Total number of park facility permits created (picnic tables, recreational centers, fields, etc)	70,302	75,012	65,000	82,727
<input type="checkbox"/> Number of recreation course registrations	54,334	54,102	55,000	60,003
<input type="checkbox"/> Percentage of recreation courses with 70% capacity of class size	65%	71%	70%	74%
<input type="checkbox"/> Satisfaction rate among recreation activity users	98%	n/a	n/a	89%
<input type="checkbox"/> Percentage of users receiving scholarships for one or more programs during this period	12%	14%	13%	16%
<input type="checkbox"/> Percentage of users who rate the quality of the City's recreation programs as good or excellent (biennial City Survey)	n/a	70%	n/a	n/a
Improve RPD infrastructure in both buildings and grounds				
<input type="checkbox"/> Percentage of work orders completed	81%	75%	75%	77%
<input type="checkbox"/> Percentage of emergency work orders completed	98%	89%	95%	100%
<input type="checkbox"/> Percentage of health and safety work orders completed	80%	83%	85%	82%
<input type="checkbox"/> Percentage of routine maintenance work orders completed	80%	80%	75%	77%
<input type="checkbox"/> Percentage of capital projects completed as scheduled	50%	0%	n/a	50%
<input type="checkbox"/> Percentage of capital projects started as scheduled	n/a	100%	100%	100%
<input type="checkbox"/> Percentage of capital projects completed on or under budget	80%	100%	90%	91%
Demonstrate and promote the Department's environmental stewardship				
<input type="checkbox"/> Number of tons of diverted material	682	741	704	865

RECREATION AND PARK COMMISSION - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	n/a	677	721	698
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	n/a	476	721	465
<input type="checkbox"/> % of employees for whom annual performance appraisals were completed for the fiscal year	n/a	71%	100%	67%

20.050

RENT ARBITRATION BOARD - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
RENT BOARD				
Provide a timely resolution for all allegations of wrongful eviction filings				
<input type="checkbox"/> Average number of days needed to process allegations of wrongful evictions	1.5	1.0	2.0	2.8
Provide a timely resolution of all petitions				
<input type="checkbox"/> Average number of days for Administrative Law Judges to submit decisions for review	19.0	19.0	25.0	22.0
Provide translations of documents and make available through multiple sources				
<input type="checkbox"/> Number of discrete documents in languages other than English	387	392	416	400
<input type="checkbox"/> Number of locations where translated documents are available	746	964	830	758
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	28	27	28	26
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	28	27	28	26
Preserve affordable rental housing stock				
<input type="checkbox"/> Number of rent-controlled housing units	171,609	171,305	n/a	173,000

20.050

RETIREMENT SYSTEM - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
EMPLOYEE DEFERRED COMP PLAN				
Provide effective administration of the Deferred Compensation Plan				
<input type="checkbox"/> Percentage of eligible City employees who participate in the Deferred Compensation Plan	53%	53%	50%	53%
INVESTMENT				
Maximize investment returns at an acceptable risk level for Plan participants				
<input type="checkbox"/> Return on investment ranking of 50th percentile or better among public pension plans with assets in excess of \$1 billion, using 5-year average return (1 equals yes)	1	0	1	1
RETIREMENT SERVICES				
Provide accurate account and retirement benefit information to members in a timely manner				
<input type="checkbox"/> Average number of individualized communications per active Retirement Plan member	3.22	3.21	3.12	1.60
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	42	85	100	48
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	41	56	101	38

20.050

SHERIFF - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
COURT SECURITY AND PROCESS				
Provide inmate escort and security to the courts and prevent physical harm to any person or property in, or in the vicinity of, any court				
<input type="checkbox"/> Number of court staff or public who have been harmed while in or in the vicinity of any courthouse in San Francisco	2	1	0	31
CUSTODY				
Provide for the secure and safe detention of persons arrested or under court order				
<input type="checkbox"/> Average daily population cost per day	\$135	\$135	\$138	\$158
<input type="checkbox"/> Average daily population (ADP)	1,535	1,525	1,600	1,315
<input type="checkbox"/> ADP as a percentage of rated capacity of jails	72%	70%	85%	74%
<input type="checkbox"/> Number of successful escapes	0	0	0	1
<input type="checkbox"/> Number of inmate vs. inmate altercations	273	304	0	324
<input type="checkbox"/> Number of inmate vs. staff altercations	92	98	0	69
<input type="checkbox"/> Number of deaths	5	3	0	0
<input type="checkbox"/> Number of suicide attempts prevented	23	27	25	23
<input type="checkbox"/> Number of inmate Safety Cell placements	1,134	2,049	2,100	2,286
SHERIFF ADMINISTRATION				
Maintain full employment capacity				
<input type="checkbox"/> Attrition rate	2%	1%	5%	1%
Execute criminal and civil warrants and court orders				
<input type="checkbox"/> Number of attempts to serve/execute civil process	15,278	13,856	17,000	12,493
<input type="checkbox"/> Founded complaints received regarding service of civil process	0	0	0	0
<input type="checkbox"/> Number of pre-eviction home visits	1,612	1,426	1,873	1,079
<input type="checkbox"/> Number of eviction day crisis interventions	110	133	170	112
<input type="checkbox"/> Number of evictions executed	1,041	1,031	1,200	852

SHERIFF - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
SHERIFF FIELD SERVICES				
Safely transport prisoners				
□ Number of prisoners transported	33,067	34,017	37,000	33,317
□ Number of major transport incidents	0	3	0	0
SHERIFF PROGRAMS				
Provide education, skill development, and counseling programs in jail				
□ Average daily number of prisoners in substance abuse treatment and violence prevention programs.	288	188	380	270
□ Recidivism rate for inmates who complete identified in-custody programs	n/a	n/a	0%	42%
□ Average daily attendance of participants enrolled in charter school	266	198	250	145
□ Percentage of students that pass the California High School Exit Exam.	59%	38%	30%	64%
Provide alternative sentencing options and crime prevention programs.				
□ Average daily number of participants in community programs	91	137	150	124
□ Hours of work performed in the community	44,128	37,920	50,000	36,712
□ Value of work performed by participants	\$443,679	\$395,314	\$512,000	\$390,820
□ Recidivism rate for participants who complete their Electronic Monitoring or Sheriff's Work Alternative Program sentence	0%	0%	0%	6%
□ Number of clients enrolled in community antiviolence programs	657	650	700	307
□ Re-arrest rate for antiviolence program clients	14%	11%	13%	6%
SHF-RECRUITMENT & TRAINING				
Hire, train and retain sworn staff				
□ Number of new sworn staff hired	2	18	0	26
□ Percentage of hired sworn staff who successfully complete probation after 18 months	0%	0%	94%	90%

SHERIFF - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	993	1,036	1,055	976
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	277	272	1,055	238

20,050

STATUS OF WOMEN - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
COMMISSION ON THE STATUS OF WOMEN				
Advance the human rights of women and girls in the workforce, services, and budget of city government				
<input type="checkbox"/> Number of City programs and agencies reviewed under the Women's Human Rights Ordinance (CEDAW).	4	4	4	6
<input type="checkbox"/> Number of sexual harassment cases against the City and County of San Francisco.	22	26	30	33
Promote gender equality and human rights of women in the workplace				
<input type="checkbox"/> Number of educational forums conducted on gender equality in the workplace.	912	4	5	5
<input type="checkbox"/> Number of private sector entities engaged in the San Francisco Gender Equality Principles (GEP) Initiative	53	55	53	172
Prevent violence against women and girls				
<input type="checkbox"/> Number of domestic violence incident reports from the San Francisco Police Department	3,734	2,277	4,500	3,156
<input type="checkbox"/> Number of domestic violence calls made to 911 annually	7,721	7,979	6,500	8,061
Promote women and girls legislation and policies.				
<input type="checkbox"/> Number of resolutions passed by the Commission on the Status of Women recognizing important women and girls' achievements and promoting gender equality and human rights	n/a	n/a	24	83

STATUS OF WOMEN - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
VIOLENCE AGAINST WOMEN PREVENTION AND INTERVENTION (VAW) GRANTS PROGRAM				
Monitor direct services in violence against women prevention and intervention				
<input type="checkbox"/> Hours of supportive services by department-funded shelters, crisis services, transitional housing, advocacy, prevention and education annually	40,908	39,116	32,318	35,915
<input type="checkbox"/> Number of unduplicated individuals served in shelters, crisis services, transitional housing, advocacy, prevention, and education annually	29,434	19,585	24,576	13,994
<input type="checkbox"/> Percent of people accessing services for which English is not a primary language.	26	29	32	27
<input type="checkbox"/> Number of calls to crisis lines annually	16,614	18,261	14,547	15,793
<input type="checkbox"/> Number of shelter bed-nights annually	5,228	6,814	3,534	3,591
<input type="checkbox"/> Number of individuals turned away from shelters annually	1,493	1,665	858	1,582
<input type="checkbox"/> Number of transitional housing bed nights annually	19,029	21,710	11,355	11,659
DEPARTMENT-WIDE/OTHER				
All city employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	5	4	6	6
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	5	4	6	3

20.050

TECHNOLOGY - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
ADMINISTRATION				
Ensure a highly skilled and performing workforce				
<input type="checkbox"/> Percentage of employees who received formal, departmental-sponsored training	91%	73%	30%	95%
<input type="checkbox"/> Percentage of employees for whom scheduled performance appraisals were completed in a timely manner	67%	51%	50%	5%
CUSTOMER SERVICE				
Provide leadership for project methodology and efficient, cost-effective management for projects engaging DT resources				
<input type="checkbox"/> Percent of projects completed on time, on budget and to specification	58%	89%	85%	66%
ENTERPRISE OPERATIONS				
Ensure high availability of the systems managed by DT				
<input type="checkbox"/> Network Up Time	99.91%	99.00%	99.00%	99.95%
<input type="checkbox"/> E-mail System	0.00%	99.00%	99.00%	98.80%
<input type="checkbox"/> Reliability of Data Center	99.95%	99.50%	99.00%	99.96%
MEDIA				
To provide Reliable and Innovative Media Services				
<input type="checkbox"/> Availability of 24-hour government informational programming on Cable Channel 26	n/a	99%	99%	100%
<input type="checkbox"/> Percentage of the regular Board of Supervisors' meetings carried	100%	100%	99%	100%
PUBLIC SAFETY				
Reliable Public Safety Technology Operation				
<input type="checkbox"/> Reliability for Wireless Data Network as per the system report	100%	99%	99%	100%
<input type="checkbox"/> Percent up-time for fiber infrastructure as per FiberWan report	n/a	100%	99%	100%
<input type="checkbox"/> Reliability for CERS radio system as per GEZAI report	100%	99%	99%	100%

20.050

TREASURER/TAX COLLECTOR - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
LEGAL SERVICE				
Maintain and increase the Legal Section's annual collection levels				
□ Amount of annual collections	\$2,609,610	\$3,656,227	\$2,000,000	\$5,023,552
DEPARTMENTAL MANAGEMENT				
Provide superior customer service to all customers through the City Payment Center in City Hall				
□ Average number of days to close 311 service tickets	n/a	n/a	n/a	4.35
□ Number of 311 service tickets received	n/a	n/a	n/a	13,714
Expand access to City government by placing information and transactions online				
□ Number of web-enabled transactions completed online using the City's SFGOV Online Services portal	89,110	101,659	100,000	114,084
TTX-BUSINESS TAX				
Promote compliance with the Business Tax Ordinance				
□ Number of taxpayer audits completed	667	650	650	214
□ Number of businesses registered	n/a	n/a	80,000	98,690
□ Amount collected through business registration	n/a	n/a	6,500,000	39,739,732
□ Amount collected through 3rd party taxes	n/a	n/a	400,000,000	539,093,535
□ Number of regulatory department licenses issued	n/a	n/a	10,000	15,555
TTX-DELINQUENT REVENUE				
Maximize revenue through intensive collection activity				
□ Amount of total revenue collected on all delinquent debts, in millions	\$103	\$85,000,000	\$90,000,000	\$32,019,213
□ Amount of the total for non-business taxes	n/a	n/a	16,000,000	41,014,053
□ Amount of the total for business taxes	n/a	n/a	70,000,000	36,969,813
□ Amount of revenue through summary judgments	n/a	n/a	1,800,000	1,758,661

TREASURER/TAX COLLECTOR - Summary Year End Report

Performance Measures

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
TTX-INVESTMENT				
Manage the City's investment portfolio to preserve capital, maintain liquidity and enhance yield				
<input type="checkbox"/> Accuracy rate of forecasting of cash in the bank	98%	99%	99%	96%
<input type="checkbox"/> Average daily collected balances of demand deposit accounts, in millions	\$419,000,000	\$450,000,000	\$450,000,000	\$8,958,975
<input type="checkbox"/> The maximum number of standard deviations between the 12 month return of the city's investment portfolio and the average of the municipal peer group	1.43	2.00	1.00	1.00
TTX-PROPERTY TAX/LICENSING				
Maintain low property tax delinquency rates				
<input type="checkbox"/> Percentage of delinquency rate of secured property taxes	2%	2%	2%	n/a
Provide quality customer service				
<input type="checkbox"/> Number of property tax refunds processed	n/a	n/a	6,000	11,970
TTX-TREASURY				
Maximize interest earnings for San Francisco by processing payments efficiently				
<input type="checkbox"/> Total Check Control & Payment Exceptions	n/a	n/a	15,000	15,033
<input type="checkbox"/> Total Stub Processed (# of Accounts Updated)	n/a	n/a	n/a	1,386,265
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	182	180	170	180
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	118	142	150	142

20.050

WAR MEMORIAL - Summary Year End Report**Performance Measures**

	2011-2012 Actual	2012-2013 Actual	2013-2014 Target	2013-2014 Actual
OPERATIONS & MAINTENANCE				
Provide maximum number of performances and events				
<input type="checkbox"/> Opera House performances/events	181	171	171	187
<input type="checkbox"/> Davies Symphony Hall performances/events	259	257	245	265
<input type="checkbox"/> Herbst Theatre performances/events (under construction until 2015)	286	189	n/a	n/a
<input type="checkbox"/> Green Room performances/events	178	139	n/a	n/a
<input type="checkbox"/> 4th Floor Venue (name pending) performances/events (under construction until 2015)	n/a	n/a	n/a	n/a
Provide continued successful utilization of the facilities				
<input type="checkbox"/> Opera House percentage of days rented	94%	93%	94%	94%
<input type="checkbox"/> Davies Symphony Hall percentage of days rented (88%	86%	82%	87%
<input type="checkbox"/> Herbst Theatre percentage of days rented (closed for construction until 2015)	81%	66%	n/a	n/a
<input type="checkbox"/> Green Room percentage of days rented (under construction until 2015)	51%	47%	n/a	n/a
<input type="checkbox"/> Veterans' use of meeting rooms (Veteran's building under construction until 2015)	468	351	n/a	n/a
<input type="checkbox"/> 4th Floor Venue (name pending) percentage of days rented (under construction until 2015)	n/a	n/a	n/a	n/a
DEPARTMENT-WIDE/OTHER				
All City employees have a current performance appraisal				
<input type="checkbox"/> # of employees for whom performance appraisals were scheduled	55	46	54	41
<input type="checkbox"/> # of employees for whom scheduled performance appraisals were completed	38	27	54	2

141102, 141103, 141104

From: Mike Buhler [MBuhler@sfheritage.org]
Sent: Tuesday, November 25, 2014 1:57 PM
To: Avalos, John (BOS); Breed, London (BOS); Campos, David (BOS); Chiu, David (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Mar, Eric (BOS); Tang, Katy (BOS); Wiener, Scott; Yee, Norman (BOS); Board of Supervisors (BOS)
Cc: Hsieh, Frances (BOS); Pollock, Jeremy (BOS); Johnston, Conor (BOS); Brown, Vallie (BOS); True, Judson; Chan, Amy (BOS); Bruss, Andrea (BOS); Chan, Yoyo (BOS); Tugbenyoh, Mawuli (BOS); Stefani, Catherine; Kelly, Margaux (BOS); Montejano, Jess (BOS); Veneracion, April (BOS); Angulo, Sunny (BOS); Summers, Ashley (BOS); Quizon, Dyanna (BOS); Power, Andres; Low, Jen (BOS); Mormino, Matthias (BOS); Scanlon, Olivia (BOS); Frye, Timothy (CPC); Desiree Smith; Ronen, Hillary; Allbee, Nate; Goossen, Carolyn (BOS)
Subject: SF Heritage Letter re Mills Act Contracts (Item #22, 23, 24) - SUPPORT
Attachments: SF Heritage - SUPPORT for Mills Act Contracts (11.25.14).pdf

Good afternoon, President Chiu and Members of the Board. Attached please find SF Heritage's letter urging your support of the three Mills Act Historical Property Contracts before you today (Items #22, 23, 24). Thank you for your consideration.

Mike



Mike Buhler
Executive Director

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November 25, 2014

President David Chiu
San Francisco Board of Supervisors
San Francisco City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

RE: AGENDA #22, 23, 24 - Mills Act Historic Property Contracts for 68 Pierce St., 563-567 Waller St., and 621 Waller St.

Dear President Chiu and Members of the Board:

On behalf of San Francisco Heritage (Heritage), thank you for the opportunity to comment on the pending Mills Act Contracts for 68 Pierce Street, 563-567 Waller Street, and 621 Waller Street. All three residential properties are contributors to the Duboce Park Landmark District, characterized by one of most intact collections of modest Victorian homes in San Francisco.

Approval of the Mills Act Historical Property Contracts for the aforementioned properties will help property owners cover the cost of maintaining and repairing their homes for the benefit of the public. The Mills Act is the single most important economic incentive program in California for historic preservation. Not only is this incentive program a proven tool for protecting the physical character of historic neighborhoods, but Heritage feels that it has great potential for helping prevent displacement of Legacy Businesses and cultural heritage assets located in historic buildings.

Although the Mills Act program is tremendously popular throughout the state – with several hundred contracts in Los Angeles and San Diego, respectively – its benefits have proven elusive to historic property owners in San Francisco until recently. The local Mills Act program was amended in 2012 to improve access by owners of historic properties to tax credit under the state program. Heritage strongly supported the 2012 amendments, which streamlined the qualification process for all owners regardless of income level. The 2012 amendments also imposed valuation caps on eligible applicant properties that trigger heightened scrutiny by the Board of Supervisors.

Heritage has reviewed each of the Mills Act applications in question and concurs with the Historic Preservation Commission and the Planning Department that the proposed rehabilitation and maintenance plans for each property comply with the *Secretary of the Interior's Treatment of Historic Properties*. As such, we strongly urge the Board of Supervisors to approve the proposed Mills Act Historical Property Contracts before you today.

Sincerely,



Mike Buhler
Executive Director

From: Reports, Controller (CON) [controller.reports@sfgov.org]
Sent: Wednesday, November 26, 2014 12:24 PM
To: Calvillo, Angela (BOS); BOS-Supervisors; BOS-Legislative Aides; Kawa, Steve (MYR); Howard, Kate (MYR); Falvey, Christine (MYR); Elliott, Jason (MYR); Steeves, Asja (CON); Campbell, Severin (BUD); Rose, Harvey (BUD); Newman, Debra (BUD); sfdocs@sfpl.info; CON-EVERYONE; Callahan, Micki (HRD); Chin, Belinda (POL); Ferrigno, Sharon (POL); Rainsford, Nicholas (POL); DeFilippo, Jerome (POL); Gannon, Maureen (POL); Gard, Susan (HRD); Suhr, Chief (POL)
Subject: Issued: The Police Department Needs to Make Major Improvements to Its Payroll Process

The Office of the Controller's City Services Auditor Division (CSA) today issued a memorandum on its audit of the payroll process at the San Francisco Police Department (Police Department). The payroll operations and the administration of overtime compensation and various premium pays at the Police Department need major improvement to reduce risks related to the payroll process, such as input errors that result in incorrect payments to employees.

Based on a sample of \$178,584 in pay, the audit found that the Police Department:

- Over- and underpaid employees, amounting to \$4,267 in total pay errors.
- Does not comply with its seven-year payroll record retention requirement, which caused the department to be unable to provide support for \$16,262 of employee pay in the sample.
- Does not properly or consistently approve timesheets and other support for overtime and various premium pays.
- Lacks written policies and procedures for some key payroll processes.

To view the full memorandum, please visit our Web site at:
<http://openbook.sfgov.org/webreports/details3.aspx?id=1857>
This is a send-only e-mail address.

For questions about the memorandum, please contact Director of City Audits Tonia Lediju at tonia.lediju@sfgov.org or 415-554-5393 or the CSA Audits Unit at 415-554-7469.

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CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE CONTROLLER

Ben Rosenfield
Controller

Monique Zmuda
Deputy Controller

MEMORANDUM

TO: Police Commission President and Commissioners

Greg Suhr, Chief of Police
San Francisco Police Department

Micki Callahan, Director of Human Resources
Department of Human Resources

FROM: Tonia Lediju, Director of City Audits
City Services Auditor Division

DATE: November 26, 2014

SUBJECT: *The Police Department Needs to Make Major Improvements to Its Payroll Process*

EXECUTIVE SUMMARY

The payroll operations and administration of overtime compensation and various premium pays at the San Francisco Police Department (Police Department) need major improvement to reduce risks related to the payroll process, such as input errors that result in incorrect payments to employees. Based on a sample of \$178,584 in pay, the audit found that the Police Department:

- Over- and underpaid employees, amounting to \$4,267 in total pay errors.
- Does not comply with its seven-year payroll record retention requirement, which caused the department to be unable to provide support for \$16,262 of employee pay in the sample.
- Does not properly or consistently approve timesheets and other support for overtime and various premium pays.
- Lacks written policies and procedures for some key payroll processes.

The Police Department agrees with the four findings and concurs with the seven recommendations addressed to it. The Department of Human Resources (Human Resources) concurs with the two recommendations addressed to it. The responses of the Police Department and Human Resources are attached.

BACKGROUND, OBJECTIVES & METHODOLOGY

Background

Audit Authority

The audit was conducted under the authority of the Charter of the City and County of San Francisco (City), Section 13.105 and Appendix F, which requires that the City Services Auditor Division (CSA) of the Office of the Controller (Controller) conduct periodic, comprehensive financial and performance audits of city departments, services, and activities. Under its Charter authority, CSA has audited the payroll processes of numerous city departments, including those of the Police Department.

Operations

The Police Department is responsible for preserving the public peace, preventing and detecting crime, and protecting the rights of persons and property by enforcing federal, state, and city laws. The department is organized into four bureaus, each with its own divisions and units. The Administration Bureau is responsible for support services in the areas of budget management, information technology, training, and personnel and payroll services.

Payroll Expenditures

The Police Department's fiscal year 2012-13 actual expenditures for payroll included \$361 million in salaries and wages, including various premium pays.¹ Exhibit 1 lists the Police Department's payroll expenditures for the fiscal year by pay type.

EXHIBIT 1 Police Department Payroll Expenditures	
Pay Type	Amount Expended
Regular Pay ^a	\$296,189,129
Overtime Pay	27,261,100
Other Pay ^b	37,096,103
Total	\$360,546,332

Notes:

^a Includes temporary and permanent salaries (uniformed and miscellaneous employees)

^b Includes holiday pay, one-time payments, and premium pay

Source: SFOpenBook (an online interactive tool that provides reports on the City's performance).

¹ Fiscal Year 2012-2013 and 2013-2014 Annual Appropriation Ordinance

Payroll Processes

The Police Department's payroll staff administers the department's payroll. On August 27, 2012, the Controller's eMerge Division implemented eMerge PeopleSoft (PeopleSoft), an integrated human capital management system, which provides improved human resources, benefits administration, and payroll services to the City's active and retired workforce. From August 27, 2012, through April 12, 2014, the Police Department used the citywide payroll system, Time Entry and Scheduling System (TESS), to submit employees' time information to the Controller's Payroll and Personnel Services Division (PPSD). TESS, maintained by PPSD, interfaced with PeopleSoft, which calculated the pay based on the hours worked and the applicable tax and payroll deductions. As of June 2014 the Police Department is one of eight departments that interface their employee time records to PeopleSoft from a local timekeeping system. (All other departments enter time and attendance data directly in PeopleSoft.) The local system the Police Department uses is another PeopleSoft application, the Human Resource Management System (HRMS).

In fiscal year 2012-13 the Police Department had approximately 3,300 employees, of which 99.7 percent were represented by 13 employee organizations (bargaining units). Of the 3,300 employees, approximately 2,750 were represented by the San Francisco Police Officers' Association (POA). The POA represents many of the department's sworn personnel, including those in the ranks of police officer, sergeant, inspector, lieutenant, and captain.

The POA-represented employees may receive premium pays for specific job duties or special skills. Examples of premium pays include:

- Night Shift Differential: for hours worked between the hours of 6:00 p.m. and 6:00 a.m.
- Court Appearance: for appearing for court on scheduled days off, including court preparation and conferences.
- Standby: for hours required to be on standby when normally off duty and instantly available to return to work to perform duties.
- Bilingual Pay: fixed amount paid biweekly to employees certified by Human Resources as having proficiency in the Spanish, Russian, or Chinese languages.
- Field Training and Training Unit Coordinator Pay: fixed amounts paid biweekly while providing training; paid to employees assigned to perform these responsibilities.
- Acting Assignment Pay (Like Pay for Like Work): temporary out-of-class assignment of an employee to perform the full range or substantial portion of normal day-to-day duties and responsibilities of a higher classification.

Employees may receive overtime pay based on the requirements of the federal Fair Labor Standards Act (FLSA) and the POA agreement. Also, employees may receive 10B overtime pay

(10B overtime) in accordance with Chapter 10B of the San Francisco Administrative Code.² 10B overtime is paid by non-city organizations or individuals requesting police services of the department, such as special events. The compensation for overtime and 10B overtime hours worked in excess of the basic week is one-and-one-half (1.5) times the employee's normal wage rate.

During the audit period nine payroll clerks entered time in TESS based on paper reports from HRMS (timesheets³) that were approved by station supervisors and submitted by station timekeepers. Timekeepers first entered time in HRMS, which is also used for scheduling. Also, payroll clerks entered hours for overtime (including Chapter 10B overtime) and some premium pays based on timesheets that were approved by supervisors and submitted by station timekeepers on paper request cards.

Paper request cards are the primary record of all overtime (including Chapter 10B overtime) and certain premium pays, namely Court Appearance Premium, Standby Premium, and Acting Assignment Pay. Department employees fill out a card to record overtime or premium hours worked. The card must be approved by the commanding officer of the employee making the request and then provided to a payroll clerk, who reconciles the overtime or premium pay hours to timesheets.

Objectives

The primary objectives of this audit were to:

- Verify the accuracy of premium pays.
- Assess whether the department complied with applicable memorandums of understanding in determining eligibility of employees for premium pays.
- Verify the accuracy and the proper approval of overtime pays.
- Determine if the department has adequate and effective controls over the payroll process.

The audit period was August 18, 2012, through September 27, 2013.

Methodology

CSA gathered information on payroll processes and premium pays and conducted fieldwork to accomplish the audit objectives. CSA:

- Interviewed key Police personnel about payroll procedures and internal controls.

² Chapter 10B prescribes when and how the Police Department shall charge non-city parties for the cost of police services provided to them.

³ Timesheets include 10B Overtime reports, Biweekly Payroll reports, Court Appearance reports, Holiday Exception reports, Overtime reports, and Shift Differential reports from HRMS.

- Analyzed 165,759 pay records⁴ from PeopleSoft, representing total payments of \$40,647,767.
- Tested the accuracy of pay and traced the pay from PeopleSoft to manual records, memorandum of understanding eligibility to receive the pay, and proper approval of:
 - 25 shift pay records, amounting to \$1,065.
 - 49 10B event overtime records, amounting to \$33,977.
 - Records of 46 employees who received bilingual pay, amounting to \$28,665.
 - 22 employees' entire pay checks, including acting assignment pay, court appearance pay, disability pay, holiday pay, regular pay, standby pay, and other pays, amounting to \$114,877.
- Verified, when applicable, that all tested PeopleSoft records agree to records in the department's HRMS.
- Verified that related request cards existed for all instances of acting assignment pay, court appearance pay, overtime pay and standby pay in tested pay records.

CSA then documented the results of the fieldwork. CSA ranks payroll operations with strong processes and reporting of information as effective and those with a few instances of control weaknesses as needing some improvement. If significant weaknesses exist with payroll processes and reporting of information, CSA concludes major improvement is needed. Last, if departments have severely inadequate controls and unmanaged risks, CSA deems the payroll process and reporting information to be unsatisfactory.

This performance audit was conducted in accordance with generally accepted government auditing standards. These standards require planning and performing the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for the findings and conclusions based on the audit objectives. CSA believes that the evidence obtained provides a reasonable basis for the findings and conclusions based on the audit objectives.

RESULTS

Finding 1 – The Police Department made errors that caused it to over- and underpay employees, resulting in \$4,267 in pay errors.

Six employees were overpaid \$4,118 and one employee was underpaid \$149, resulting in a total of \$4,267 of pay errors. Specifically:

- Of 25 employees tested who received 10B overtime pay, 5 (20 percent) were erroneously paid, resulting in overpayments of \$2,923 and an underpayment of \$149.

⁴ A pay record is a single instance of a pay type earned on a single date or a single pay period by an employee.

- Three employees were erroneously overpaid for a total of 14 hours, resulting in an overpayment of \$1,119. The 3 employees worked 10B overtime during night shift differential (shift) hours. However, instead of entering the time worked as 10B overtime pay and shift premium pay, the payroll clerk erroneously double-entered the shift premium pay as 10B overtime. The shift hours were, therefore, incorrectly paid at the 10B overtime pay rate, which is defined as “time and one-half” in the City’s Administrative Code, Section 10B.13. Instead, the hours should have been paid at the shift pay rate. According to the POA’s memorandum of understanding with the City, shift pay is to be paid “... at the rate of six and one-quarter percent (6-1/4%) more than the base rate for hours actually worked between the hours of 6:00 p.m. and 6:00 a.m.” As a result, the employees were incorrectly paid a total of 14 hours at 50 percent above their base rate rather than 6.25 percent above their base rate.
- One employee incorrectly received 21 hours of 10B overtime pay due to erroneous entries in PeopleSoft, resulting in an overpayment of \$1,804. The employee was paid for 33 hours of 10B overtime, but paper reports from HRMS with supervisory approval show that the employee had worked only 12 hours of 10B overtime. Request cards, which the department also requires be approved by the employee’s supervisor for 10B overtime pay, support only that the employee had been approved for 10 hours of overtime pay. This 2-hour discrepancy may have been due to poor recordkeeping, which is discussed in Finding 2.
- One employee incorrectly did not receive 1.5 hours of 10B overtime pay due to an erroneous entry in PeopleSoft, resulting in an underpayment of \$149. The employee was paid for 6.5 hours of 10B overtime, but timesheets with supervisory approval show that the employee had worked 8 hours. Also, the department could not provide a request card to support the pay.
- Of 3 employees tested who received standby pay, 1 (33 percent) incorrectly received 3 hours of standby pay, also due to an erroneous entry in PeopleSoft, resulting in an overpayment of \$162. The employee was paid for 3 hours of standby pay, but timesheets with supervisory approval did not support that the employee was eligible for standby pay. Also, the department could not provide a request card to support the pay.
- One employee was incorrectly paid \$1,033 of bilingual pay before being certified for the pay. According to the POA memorandum of understanding, \$35 biweekly shall be paid to employees who have been certified by Human Resources. The tested employee was certified in May 2014, yet received the pay beginning in April 2013. Also, of the sample of 49 employees, which includes the employee identified above, bilingual certification records for 27 employees (55 percent) could not be provided by the department. This lack of document retention is further discussed in Finding 2.

According to the City's Payroll Policies and Procedures Manual, each department's payroll staff is "responsible for administering the department's payroll and ensuring that employees' time information is submitted accurately to PPSD." The policies also state that department payroll/personnel staff needs to review and be knowledgeable about the various pay programs that apply to the employees' department and job classifications. Had these procedures been performed by the Police Department, the incorrect payments may have been prevented.

Recommendations

The Police Department should:

1. Correct the errors that resulted in the total of \$4,264 in over-and underpayments by completing a Problem Description Form for each, and submitting the form to the Office of the Controller's Payroll and Personnel Services Division.
2. Comply with the City and County of San Francisco Payroll Policies and Procedures Manual by reviewing employee time information for accuracy.

Finding 2 – The Police Department could not provide payroll records to support \$16,262 of employee pay.

The Police Department did not always adhere to its requirement that payroll records be kept for seven years, which caused it to be unable to provide payroll documents supporting \$16,262 paid to employees. The Police Department requires that, for employees to receive any premium pay, the proper documents must be submitted to the department's Payroll unit. Specifically:

- 10B Overtime: 10B Overtime Pay requires a Compensation Request Card and a 10B Overtime timesheet.
- Overtime: Overtime Pay requires a Compensation Request Card and an Overtime timesheet.
- Court Appearance: Court Appearance Pay requires a Court Compensation Request Card and a Court timesheet.
- Standby: Standby (on-call) Pay requires an On Call Compensation Request Card and a Court timesheet.
- Like Pay for Like Work: Like Pay for Like Work requires a biweekly payroll timesheet and a Compensation Request/Equal Pay Card.

The premium pays for which the Police Department was unable to provide one or both of the required supporting documents for some audited instances are shown in Exhibit 2.

EXHIBIT 2 Police Department's Unsupported Premium Pays					
Type of Pay	Hours missing an approval card	Hours missing a timesheet	Hours missing both card and timesheet	Total hours missing support	Total pay missing support
10B Overtime Pay	21	76	74	171	\$15,429
Overtime Pay	8	0	0	8	634
Standby Pay	3	0	0	3	199
TOTAL	32	76	74	182	\$16,262

Source: Auditor's analysis based on documents received from Police Department Payroll staff.

The Police Department also could not provide support for the eligibility of some employees who receive bilingual pay. Of a sample of 49 employees receiving bilingual pay, the department could not provide bilingual certifications for 27 (55 percent). According to the department, the standard procedure for recording an employee's bilingual certification is that once the employee has been certified by Human Resources, the department receives and retains a copy of Human Resources' certification from the employee before beginning to pay the employee bilingual pay. However, for the 27 employees whose files were missing documentation of eligibility for bilingual pay, the department may not have properly tracked or may not have received the employees' certification. By not properly maintaining bilingual certifications, the department may be unable to support that some employees receiving bilingual pay are eligible for it. More importantly, the department may be paying employees bilingual pay who should not receive it. According to the POA memorandum of understanding's provision for bilingual pay, \$35 biweekly shall be paid to employees who have been certified by Human Resources. This amounts to \$910 per employee per year.

CSA also requested bilingual certifications from Human Resources to support the bilingual pay received by the 49 selected employees. Human Resources explained that it does not have a system that tracks the bilingual certifications it issues and that it is the responsibility of each city department to maintain the bilingual certifications for its employees. However, this responsibility is not documented in any Human Resources memorandum.⁵

According to the Police Department's Record Destruction Schedule, attendance records should be retained for seven years. However, according to the Police Department, it was unable to ascertain the location of the missing attendance records requested by CSA. Without these records, the Police Department is unable to support (and CSA is unable to determine) that its employees' pay was accurately approved and recorded.

Recommendations

The Police Department should:

3. Comply with the record retention requirement in the Police Department's Record Destruction Schedule by retaining payroll documents for seven years.

⁵ DHR issues memorandums to guide departments on human resources topics that may impact payroll.

4. Require that all employees receiving bilingual pay provide certifications from the Department of Human Resources and cease payment if the certification cannot be provided.
5. Ensure that it obtains an employee's certification for bilingual pay before it begins payment to that employee.

The Department of Human Resources should:

6. Implement a centralized database to properly document and retain the certifications from bilingual pay examinations.
7. Issue a formal memorandum to all city departments establishing it as city policy that each department must maintain bilingual certifications for each employee receiving bilingual pay.

Finding 3 – Stations supervisors do not always properly approve the timesheets submitted.

Police Department supervisors do not always properly or consistently approve timesheets. This is shown in detail in Exhibit 3.

EXHIBIT 3 Police Department Timesheets and Request Cards Not Approved by a Supervisor					
Document	Sample Size	Number of Unsigned Documents	Percentage of Sample	Number of Undated Documents	Percentage of Sample
10B Overtime and Overtime Compensation Request Cards	63	-	-	21	33%
Like Work Like Pay Compensation Request/Equal Pay Cards	3	-	-	3	100%
Court Compensation Request Cards	11	11	100%	11	100%
On Call Compensation Request Cards	6	-	-	1	17%
Shift Differential timesheets	27	-	-	20	74%
Holiday Exception timesheets	4	-	-	4	100%
10B Overtime timesheets	52	1	2%	37	71%
Overtime timesheets	33	-	-	14	42%
Biweekly payroll timesheets	55	2	4%	47	85%
Court timesheets	12	6	50%	3	25%
TOTAL	266	20	8%	161	61%

Source: Auditor's analysis based on documents received from Police Department Payroll staff

According to the City's Payroll Policies and Procedures Manual, Section 2:

Completed timesheets should be reviewed and certified by the person having direct supervision over employees, to indicate that services were actually performed by the persons listed and that days/hours worked are accurate and justified. Only after timesheets have been reviewed and approved by such supervisory personnel should timesheets be transmitted to department payroll/personnel staff.

Accordingly, for this review to be effective, it needs to be performed on a timely basis, which would require evidence of the date of approval. Proper timely approval can only be evidenced if payroll forms include both the approver's signature and the date of the approver's signature. Without proper supervisory approval, the City may incorrectly pay employees for unapproved or incorrect time submitted. Also, without properly dating the payroll authorizations to indicate when they were approved, the City is at risk of paying an employee before formal approval is given.

Recommendation

8. The Police Department should require and ensure that supervisors approve and date all payroll authorizations.

Finding 4 – The Police Department lacks formal policies and procedures for some key aspects of payroll.

The Police Department does not have written payroll policies and procedures to address some important controls needed to ensure that payroll is administered properly. The City's Payroll Policies and Procedures Manual requires that every department establish its own detailed internal control procedures governing the processing of employee payroll and ensure that they are being implemented. According to the Police Department, its payroll staff is encouraged to use a payroll checklist. However, the staff is not required to do so. Although the department changed its procedures after the audit period because HRMS now directly interfaces with PeopleSoft, the department still lacks guidance on some key aspects of payroll, including the following:

- Review of Pay and Pay Rate Changes. The Police Department does not document its procedures for reviewing payroll records and reports. Specifically, the department lacks written guidance requiring that:
 - Payroll clerks verify that the number of employees whose time was submitted reconciles to the number of employees who received pay.
 - There is an authorization and approval process for employee pay rate changes.
 - The payroll manager reviews at least 10 percent of time entries.

According to the Police Department's payroll management, supervisory reviews are done on an as-needed basis. Also, payroll clerks have the authority and ability to change

pay rates in eMerge without additional review or approval by the payroll manager. According to the City's Payroll Policies and Procedures Manual, payroll supervisors must review at least 10 percent of time entries and their associated documentation. Further, the manual requires that payroll authorizations be documented for all payroll-related changes and that management periodically review payroll change reports to ensure that any changes to pay are properly authorized and correctly entered into PeopleSoft.

- Frequency of Reviews. The Police Department lacks a written policy on when employee time is to be reviewed in PeopleSoft. According to the Police Department's payroll management, before HRMS interfaced with PeopleSoft, payroll clerks entered employee time according to their own schedules and at inconsistent frequencies. According to the City's Payroll Policies and Procedures Manual, manual time entries must be made weekly. Although the department's payroll clerks no longer enter time in PeopleSoft, station timekeepers should submit employee time to the Payroll unit weekly, and payroll clerks should still review payroll records for accuracy weekly. This will reduce the risk that errors and other pay data issues will not be remedied by the pay data entry deadline, which is two-and-a-half working days after the pay period ends. According to the department, it now requires that its payroll clerks review employee payroll data in HRMS three times per week; however, this requirement is not documented.

The U.S. Government Accountability Office states that an organization's internal control and transactions need to be clearly documented, and the documentation should appear in management directives, administrative policies, or operating manuals. Written policies and procedures, especially in the form of a manual, can easily be used by staff, which can enhance both accountability and consistency. Without documented procedures, payroll clerks may inconsistently process payroll, payroll documents may not be retained for as long as they should be, and a new clerk may have more difficulty assuming the job's duties.

Recommendation

9. The Police Department should document and implement policies and procedures defining payroll clerk responsibilities for entering timesheet and pay step data. At a minimum, the policy should provide for:
 - a. A payroll procedures checklist.
 - b. Requiring payroll management to review at least 10 percent of entries made in the eMerge PeopleSoft system and their associated documentation.
 - c. Requiring payroll staff to document payroll-related changes made directly in the eMerge PeopleSoft system and obtain a supervisor's approval.
 - d. Requiring payroll management to periodically review that payroll-related changes were properly authorized and documented.
 - e. Requiring station timekeepers to submit employee time to the payroll unit weekly and requiring payroll clerks to review payroll records for accuracy weekly.
 - f. Reconciling the number of employees whose time is submitted to department payroll staff to the number of employees who receive pay.

The Police Department's response is attached. CSA will work with your staff to follow up on the status of the recommendations in this memorandum. CSA extends its appreciation to you and your staff who assisted with this audit. If you have any questions or concerns, please contact me at (415) 554-5393 or tonia.lediju@sfgov.org.

cc: Police Department
Belinda Chin
Captain Jerome DeFilippo
Deputy Chief Sharon Ferrigno
Lieutenant Nathaniel Rainsford
Maureen Gannon

Department of Human Resources
Susan Gard

Controller
Ben Rosenfield
Irella Blackwood
Kate Chalk
Jonathan Collum
Cynthia Lam
Amanda Sobrepeña

Board of Supervisors
Budget Analyst
Citizens Audit Review Board
City Attorney
Civil Grand Jury
Mayor
Public Library

ATTACHMENT: DEPARTMENT RESPONSES

San Francisco Police Department:



EDWIN M. LEE
MAYOR

POLICE DEPARTMENT
CITY AND COUNTY OF SAN FRANCISCO
THOMAS J. CAHILL HALL OF JUSTICE
850 BRYANT STREET
SAN FRANCISCO, CALIFORNIA 94103-4603



GREGORY P. SUHR
CHIEF OF POLICE

November 19, 2014

Ms. Tonia Lediju
Director of City Audits
City Hall, Room 476
1 Dr. Carlton B. Goodlett Place
San Francisco, Ca 94102

Dear Ms. Lediju:

Subject: Police Department Payroll Audit: The Police Department Needs to Make Major Improvement to Its Payroll Process

Thank you for providing the San Francisco Police Department an opportunity to review and respond to the audit report, "*The Police Department Needs to Make Major Improvements to Its Payroll Process*," as prepared by the Office of the Controller-City Services Auditor.

The Police Department recognizes the time and effort required of your staff to conduct a comprehensive payroll audit. Through your efforts, the City Service Auditor outlined four findings and identified seven areas in which the San Francisco Police Department's Payroll unit was lacking which resulted in the over- and under-payment of employees. The Police Department concurs with all seven recommendations, and five recommendations are fully implemented.

Recommendation Nos. 4 and 5 have been reviewed and Police Department staff is working with DHR to verify employees who are certified to receive bilingual pay. Once verification is complete, staff will meet with the San Francisco Police Officers Association to ensure proper payment for service is made to affected employees.

If you have any questions or need additional information, please do not hesitate to contact me at (415) 553-1551.

Sincerely,


GREGORY P. SUHR
Chief of Police

GS/bc
Attachment

Department of Human Resources:

City and County of San Francisco
Edwin M. Lee
Mayor



Department of Human Resources
Micki Callahan
Human Resources Director

November 19, 2014

Tonia Lediju
Director of City Audits
City Hall, Room 476
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Subject: The Police Department Needs to Make Major Improvements to Its Payroll Process

Dear Ms. Lediju:

In its report entitled, "The Police Department Needs to Make Major Improvements to Its Payroll Process," the City Services Auditor (CSA) found:

Finding 2 – The Police Department could not provide payroll records to support \$16,262 of employee pay.

In relation to this finding, the CSA recommended the Department of Human Resources (DHR):

6. Implement a centralized database to properly document and retain the certifications from bilingual pay examinations.
7. Issue a formal memorandum to all city departments establishing it as city policy that each department must maintain bilingual certifications for each employee receiving bilingual pay.

DHR concurs with these recommendations, as outlined in the attached recommendation and response form. I hope this information assists the CSA in its process.

Sincerely,

A handwritten signature in black ink, appearing to read "Micki Callahan", with a long horizontal line extending to the right.

Micki Callahan
Human Resources Director

C: Greg Suhr, Chief of Police

For each recommendation, the responsible agency should indicate whether it concurs, does not concur, or partially concurs with the recommendation, it should indicate the expected implementation date and implementation plan. If the responsible agency partially concurs, it should provide an explanation and an alternate plan of action to address the identified issue.

RECOMMENDATIONS AND RESPONSES

Recommendation	Responsible Agency	Response
<p>1. The Police Department should correct the errors that resulted in the total of \$4,264 in over- and underpayments by completing a Problem Description Form for each, and submitting the form to the Office of the Controller's Payroll and Personnel Services Division.</p>	<p>Police Department</p>	<p>Concur.</p> <p>This issue has been eliminated.</p> <p>The Police Department has implemented an interface with our local time reporting system. Payroll Clerks are not required to manually enter time information.</p> <p>The Department has begun to recalculate payroll for the affected members.</p>
<p>2. The Police Department should comply with the City and County of San Francisco Payroll Policies and Procedures Manual by reviewing employee time information for accuracy.</p>	<p>Police Department</p>	<p>Concur.</p> <p>Reviews of time information for accuracy are now conducted at the end of the payroll cycle when we interfaced with eMerge (eMerge).</p>
<p>3. The Police Department should comply with the record retention requirement in the Police Department's Record Destruction Schedule by retaining payroll documents for seven years.</p>	<p>Police Department</p>	<p>Concur.</p> <p>The Police Department has been in compliance with the record retention requirement for seven years; three years on site and four years off site for a total of seven years.</p>

Recommendation	Responsible Agency	Response
<p>4. The Police Department should require that all employees receiving bilingual pay provide certifications from the Department of Human Resources and cease payment if the certification cannot be provided.</p>	<p>Police Department</p>	<p>Concur.</p> <p>The Police Department has requested a follow-up meeting with DHR to verify that employees not certified with them.</p>
<p>5. The Police Department should ensure that it obtains an employee's certification for bilingual pay before it begins payment to that employee.</p>		<p>Department staff will be meeting with the Police Officers Association there to discuss certified employees and proper pay.</p>
<p>6. The Department of Human Resources should implement a centralized database to properly document and retain the certifications from bilingual pay examinations.</p>	<p>Department of Human Resources</p>	<p>Concur.</p> <p>DHR needs resources to establish a centralized database, which should be integrated with PeopleSoft to ensure information consistency in the City's human resources and payroll systems. The establishment of this database will help departments in complying with the Ordinance; and c) help DHR deploy service workers in the event of an emergency without additional resources the database is established.</p>

Recommendation	Responsible Agency	Response
<p>7. The Department of Human Resources should issue a formal memorandum to all city departments establishing it as city policy that each department must maintain bilingual certifications for each employee receiving bilingual pay.</p>	<p>Department of Human Resources</p>	<p>Concur. DHR can issue a formal memo es. However, it is likely departments v certification verification of their em receiving bilingual pay. DHR is wo related to bilingual certification fro Without a reliable central databas eMerge PeopleSoft it is likely there integrity issues.</p>
<p>8. The Police Department should require and ensure that supervisors approve and date all payroll authorizations.</p>	<p>Police Department</p>	<p>Concur. The Police Department has updat include the date next to the existin New updated Payroll forms are nc department wide.</p>

Recommendation	Responsible Agency	Response
<p>9. The Police Department should document and implement policies and procedures defining payroll clerk responsibilities for entering timesheet and pay step data. At a minimum, the policy should provide for:</p> <ul style="list-style-type: none"> a. A payroll procedures checklist. b. Requiring payroll management to review at least 10 percent of entries made in the eMerge PeopleSoft system and their associated documentation. c. Requiring payroll staff to document payroll-related changes made directly in the eMerge PeopleSoft system and obtain a supervisor's approval. d. Requiring payroll management to periodically review that payroll-related changes were properly authorized and documented. e. Requiring station timekeepers to submit employee time to the payroll unit weekly and requiring payroll clerks to review payroll records for accuracy weekly. f. Reconciling the number of employees whose time is submitted to department payroll staff to the number of employees who receive pay. 	<p>Police Department</p>	<p>Concur.</p> <ul style="list-style-type: none"> a. The Police Department has implemented payroll procedures checklist and made improvements utilizing it. b. This has been eliminated due to the transition from HRMS with eMerge. Payroll management is reviewing to ensure no one is over 80 hours at the end of each month. The Police Department interfaced with eMerge. c. This has been eliminated due to the transition from HRMS with eMerge. Payroll management no longer has to do manual data entry in eMerge. The Police Department has added a Payroll Procedures manual on how to make changes in eMerge, including increment date, roster code, and other changes. d. Same as above. e. Payroll Clerks need to print eMerge Reports and review payroll records to ensure accuracy. f. Payroll Manager reviews the Timesheet Report shows the number of employees and the number of employees who receive pay. These numbers are matched against the system and by eMerge.

From: Evans, Derek
Sent: Wednesday, November 26, 2014 1:13 PM
To: Campos, David (BOS); Mar, Eric (BOS); Yee, Norman (BOS)
Cc: Board of Supervisors (BOS)
Subject: Attn: Clerk of the Board, File No: 141098
Attachments: San Francisco retailer density 11-26-14.docx

From: Cassie Ray [<mailto:cassie.ray@cancer.org>]
Sent: Wednesday, November 26, 2014 12:36 PM
To: Evans, Derek
Cc: Lim, Victor (BOS); Pagoulatos, Nickolas (BOS)
Subject: Attn: Clerk of the Board, File No: 141098

Dear Members of the Neighborhood Safety and Services Committee:

Attached is a letter supporting the amendment of the current tobacco retail license ordinance to eliminate new retailers near schools and reduce density of retailers, which disproportionately affects low income and ethnic minority communities. The tobacco industry has marketed heavily to these communities and the majority of this marketing is at the point of sale. Phasing out sales near schools and reducing density of retailers in neighborhoods can help reduce youth access to tobacco, and also reduces exposure of youth to tobacco marketing. These steps will help to reduce the number of kids who ever become smokers, and save them from the premature death that it causes.

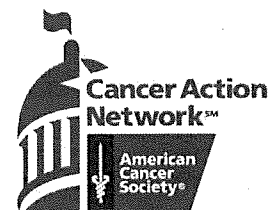
Cassie Ray | Northern California Government Relations
American Cancer Society Cancer Action Network, Inc.
980 9th Street Suite 2200
Sacramento, CA 95814
Phone: 707.290.0003 | Mobile: 707.290.0003 | Fax: 916.447.6931

acscan.org



acscan.org

This message (including any attachments) is intended exclusively for the individual to whom it is addressed and may contain proprietary, protected, or confidential information. If you are not the named addressee, you are not authorized to read, print, copy, or disseminate this message or any part of it. If you have received this message in error, please notify the sender immediately.



November 26, 2014

Neighborhood Services and Safety Committee
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Dear Supervisors Campos, Mar and Yee:

The American Cancer Society Cancer Action Network (ACS CAN) is committed to protecting the health and well-being of the residents of San Francisco through evidence-based policy and legislative solutions designed to eliminate cancer as a major health problem. ACS CAN supports efforts to reduce youth access to tobacco in our communities, as tobacco use is the number one cause of preventable cancer death in this country. The City of San Francisco has demonstrated a commitment to reducing youth access to tobacco through the passage of a Tobacco Retail License, and we support your efforts to strengthen those protections by reducing density of retailers and restricting sales near schools. We also applaud your efforts to reduce the density of retailers in high density neighborhoods, which disproportionately affect ethnic minority and low-income communities.

The tobacco industry has gone to great lengths to target youth and minority communities over the past 30 years. In fact, according to the CDC, in 2011, the tobacco industry spent \$23million per day on marketing! They have marketed disproportionately to youth, racial and ethnic minorities, and those of low income or education status. They have successfully penetrated these populations, as is evidenced through the disproportionate number of San Francisco retailers in lower income neighborhoods, and not surprisingly, their investment in these communities has been destructive, as these populations bear a disproportionate burden of tobacco related disease.

A new report released in 2104 by the Surgeon General found that more than 43 million Americans still smoke and tobacco will cause an estimated 480,000 deaths this year in the U.S. Both opponents of smoking and purveyors of cigarettes have recognized the significance of adolescence as the period during which smoking behaviors are typically developed. Tobacco use is a pediatric epidemic, with almost 90% of adult smokers beginning as kids. Of the 9 million youth currently living in our state, nearly 1.4 million of them will become smokers, and approximately 440,000 of those kids will die prematurely as a result of tobacco use.

The CDC reports that youth are more likely to experiment with tobacco products when retailers are located near schools, playgrounds, libraries, or other youth sensitive areas. One-third of illegal tobacco sales take place within 1,000 feet of schools. Reducing access to tobacco products in the areas youth frequent, and imposing tough penalties, including permanent revocation of the Tobacco Retail License after repeated offenses, has been shown to be effective tools in reducing sales to youth.

There is evidence that reducing youth access further protects youth from ever starting to smoke as adults, thereby protecting them from a deadly habit and the cancers it causes. This can be particularly important for minority and low-income youth, who have the greatest exposure to retailers, as well as the accompanying marketing of these products. ACS CAN supports the City of San Francisco's efforts to amend the current Tobacco Retail License to include prohibiting issuance of new tobacco retail licenses near schools or within 500 feet of another tobacco retailer.

Sincerely,

Cassie Ray
Government Relations Director, Northern California
American Cancer Society Cancer Action Network

From: WongAIA@aol.com
Sent: Monday, December 01, 2014 12:51 AM
To: Mar, Eric (BOS); Avalos, John (BOS); Campos, David (BOS); Chiu, David (BOS); Board of Supervisors (BOS); Cohen, Malia (BOS); Farrell, Mark (BOS); Kim, Jane (BOS); Wiener, Scott; Breed, London (BOS); Yee, Norman (BOS); Tang, Katy (BOS)
Subject: HAPPY THANKSGIVING & CENTRAL SUBWAY NORTHERN THRUST



Hope You Had a Happy Thanksgiving!

TO: Board of Supervisors

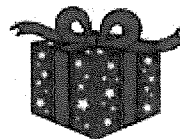
RE: CENTRAL SUBWAY NORTHERN EXTENSION STUDY

Development interests have been working for 3 years to push the Central Subway northward. The \$173,000 study below, completed in October, prompts ideas for better transit projects.



OPPORTUNITY FOR OTHER CONCEPT STUDIES: As seen in best practices from around the world, transit systems can be transformed quickly---to increase new ridership and transit modal shares.

- With \$173,000 spent for the Phase 3 Study, a \$100,000 Study should evaluate quicker and inexpensive transit improvements---like free shuttle bus loops that deserve a concept study.
- Free shuttle loops are the hottest transit trend in the United States, with big new ridership increases---like in Baltimore, Dallas, Raleigh, Denver, Minneapolis, Bethesda, Aspen, Long Beach, Oakland, Emeryville, Walnut Creek, Palo Alto, South San Francisco.....
- **Please initiate a study for Free Shuttle Bus Loops---throughout San Francisco.**
- The Central Subway takes large sums of money from the rest of Muni---with small new ridership and service cuts in other neighborhoods.
- Instead of service cuts, we need to prioritize dollars to modernize the entire Muni system. For example, the 15 existing Muni lines in northeast San Francisco can be improved.
- Instead of 20% transit modal shares, Muni should strive for the 60% transit modal shares of Zurich and other cities, which have implemented transit preferential streets and bus rapid networks.
- Bus rapid networks are more democratic, without a subway's impacts on land values and gentrification.



TRANSPORT POLITIC: "Cities Develop Alternative Bus Networks to Combat Perceived Disadvantages of Mainline Routes." [See list of cities with circulator routes].

<http://www.thetransportpolitic.com/2010/01/15/cities-develop-alternative-bus-networks-to-combat-perceived-disadvantages-of-mainline-routes/>

"Baltimore's new transit network, which supplements the city's metro rail, light rail, commuter rail, and bus routes, is the most recent example of a trend that has taken American cities by storm: The creation of auxiliary routes for the inner-city that are designed for frequent, high-quality service with the goal of attracting onto buses people who aren't used to public transportation."

BALTIMORE: "Charm City Circulator"---Free loop buses.

<http://www.charmcitycirculator.com/content/charm-city-circulator-fact-sheet>

"The backbone of any great city is transportation. That's why we're introducing the Charm City Circulator (CCC), a fleet of 21 free shuttles that travel four routes in Baltimore City.

SOUTH SAN FRANCISCO: "New grant-funded shuttle starts serving South City"

<http://www.sfexaminer.com/sanfrancisco/new-grant-funded-shuttle-starts-serving-south-city/Content?oid=2911976>

A new bus service has begun [November 2014] shuttling passengers throughout South San Francisco thanks in large part to a two-year transit grant from San Mateo County.

The shuttle is free for riders and loops around South City, making 32 stops at various locations from libraries and SamTrans bus stops to senior centers, schools and City Hall. The 10-mile loop starts and stops at the South San Francisco BART station, and the shuttle typically makes 15 loops throughout the day during the week.

SFMTA BOARD AGENDA: Tuesday, December 2, 1pm (Item 15, after 2pm)

<http://www.sfmta.com/calendar/meetings/board-directors-meeting-december-2-2014>

The Phase 3 Study is Item 15--the fifth item on the Regular Calendar.

The Board Hearing is worth watching on TV (Channels 26 or 78) or attending. Items include purchase of new low-floor buses (very worthy), SFMTA Annual Report, All-Door Boarding (very worthy) and SFMTA Audit.

PRESENTATION: T-Line, Phase 3 Concept Study, December 2, 2014

<http://www.sfmta.com/sites/default/files/agendaitems/2014/12-2-14%20Item%2015%20T-Third%20Phase%203%20presentation.pdf>

STUDY: T-Third, Phase 3 Concept Study, October 2014

<http://www.sfmta.com/sites/default/files/agendaitems/2014/12-2-14%20Item%2015%20T-Third%20Phase%203%20Concept%20Study.pdf>

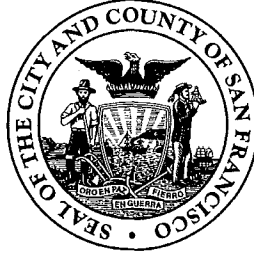
Best of Holidays,
Howard Wong, AIA

SaveMuni = FRISC

Fast, Frequent, Reliable, Inexpensive, Safe, Clean and "Cool".

SaveMuni is dedicated to improving the entire Muni transit system in every neighborhood of San Francisco--quickly and inexpensively--emphasizing best transportation practices in the world, transit-preferential streets, bus rapid networks and high benefit-to-cost infrastructure projects.

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 544-5227

Date: December 1, 2014
To: Honorable Members, Board of Supervisors
From: Angela Calvillo, Clerk of the Board
Subject: Form 700

This is to inform you that the following individuals have submitted a Form 700 Statement:

Samantha Roxas – Legislative Aide – Leaving
Judson True – Legislative Aide – Leaving
Amy Chan – Legislative Aide – Leaving

From: Board of Supervisors (BOS)
To: BOS-Supervisors
Subject: FW: USFWS News: Public Hearing for Proposal to Designate Critical Habitat for Western Yellow-Billed Cuckoo to be Held in Sacramento, CA December 18, 2014
Attachments: NR-WYBCpCHpublicHearing-FINAL.docx

From: Moler, Robert [mailto:robert_moler@fws.gov]
Sent: Monday, December 01, 2014 12:04 PM
Subject: USFWS News: Public Hearing for Proposal to Designate Critical Habitat for Western Yellow-Billed Cuckoo to be Held in Sacramento, CA December 18, 2014

Dear County Partners,

The U.S. Fish and Wildlife Service will hold a public hearing on the proposed rule to designate critical habitat for the western yellow-billed cuckoo Thursday, December 18, 2014 at the DoubleTree Inn; 2001 Point West Way; Sacramento, CA 95815 from 2 – 4 p.m. with doors opening at 1:30 p.m.

Attached and included below is a news release with more information. Please feel free to forward this announcement to any interested parties. More information about the cuckoo can be found at:
http://www.fws.gov/sacramento/outreach/Public-Advisories/WesternYellow-BilledCuckoo/outreach_PA_Western-Yellow-Billed-Cuckoo.htm

The notice will publish tomorrow in the Federal Register on Tuesday, December 2, 2014. The notice is available for public inspection today at: http://www.ofr.gov/OFRUpload/OFRData/2014-28330_PI.pdf

Please contact me if you have questions.

Thank you,

Robert Moler
External Affairs - Sacramento Fish and Wildlife Office
U.S. Fish and Wildlife Service, Department of Interior
robert_moler@fws.gov, 916.414.6606

Public Hearing for Proposal to Designate Critical Habitat for Western Yellow-Billed Cuckoo to be Held in Sacramento CA December 18, 2014

Sacramento – Thursday, December 18, 2014, the U.S. Fish and Wildlife Service (Service) will hold a public hearing on the proposal to designate critical habitat for the western distinct population segment of the yellow-billed cuckoo (western yellow-billed cuckoo).

The public hearing will be held at the DoubleTree Inn; 2001 Point West Way; Sacramento, CA 95815 from 2 – 4 p.m. with doors opening at 1:30 p.m. for those wishing to register to speak at the hearing. At the public hearing, the Service will provide opening statements for 20 minutes that will be followed by a 90-minute opportunity for the public to provide verbal comments. The Service will end the hearing session with a few minutes of closing statements.

On August 15, 2014, the Service proposed to designate critical habitat for the western yellow-billed cuckoo (*Coccyzus americanus*) in 80 separate units in Arizona, California, Colorado, Idaho, Nevada, New Mexico, Texas, Utah and Wyoming. At that time, the Service opened an initial 60-day comment period that closed October 14, 2014. The Service reopened the public comment period November 12, 2014, for an additional 60 days that will close January 12, 2015.

Written and verbal testimony on the critical habitat proposal will be accepted at the public hearing. Written comments can also be submitted online at the Federal eRulemaking Portal at <http://www.regulations.gov>. The docket number for the proposed rule is FWS–R8–ES–2013–0011. Comments can also be sent by U.S. Mail or hand delivery: Public Comments Processing, Attn: FWS–ES–R8–2013–0011; Division of Policy and Directives Management; U.S. Fish and Wildlife Service; U.S. Fish & Wildlife Headquarters, MS: BPHC; 5275 Leesburg Pike, Falls Church, VA 22041-3803.

The Service is seeking information concerning the habitat needs of the western yellow-billed cuckoo and information on the areas identified as proposed critical habitat for the species. The Service is also seeking information on the incremental economic effects of the proposed critical habitat and information on any potential exclusions from the final designation. To access the proposed critical habitat rule, detailed maps of the proposed critical habitat units, and a specific outline of information requested by the Service, please go to our webpage at: http://www.fws.gov/sacramento/outreach/Public-Advisories/WesternYellow-BilledCuckoo/outreach_PA_Western-Yellow-Billed-Cuckoo.htm.

The Service will review all public comments received during the public comment periods and the public hearing and will consider peer reviews of the proposal from independent experts before making a final decision. The

Service listed the western yellow-billed cuckoo as a threatened species on October 3, 2014, and the rule went into effect on November 3, 2014. A final rule to designate critical habitat is expected in 2015.

The U.S. Fish and Wildlife Service is committed to providing access to this hearing for all participants. Please direct all requests for sign language interpreting services, close captioning, or other accommodation needs to Robert Moler, (916)414-6606, robert_moler@fws.gov, TTY 800-877-8339 with your request by close of business Wednesday, December 10.

The U.S. Fish and Wildlife Service works with others to conserve, protect, and enhance fish, wildlife, plants, and their habitats for the continuing benefit of the American people. For more information, visit www.fws.gov. Connect with our Facebook page at <http://www.facebook.com/usfwspacificsouthwest>, follow our tweets at <http://twitter.com/USFWSPacSWest>, watch our YouTube Channel at <http://www.youtube.com/usfws> and download photos from our Flickr page at http://www.flickr.com/photos/usfws_pacificsw/

-FWS-