



COMMUNITY PLAN EXEMPTION APPEAL TIMELINESS DETERMINATION

Date: November 2, 2020
To: Angela Calvillo, Clerk of the Board of Supervisors
From: Lisa Gibson, Environmental Review Officer – (628) 652-7571
**RE: Appeal Timeliness Determination – 350-352 San Jose Avenue Community Plan Evaluation;
Planning Department Case No. 2017-015039ENV**

On October 26, 2020, Stephen M. Williams, on behalf of Elisabeth Kranier (Appellant), filed an appeal with the Office of the Clerk of the Board of Supervisors of the Community Plan Evaluation (CPE) for the proposed project at 350-352 San Jose Avenue. As explained below, the appeal is timely.

Date of Approval Action	30 Days after Approval Action	Appeal Deadline (Must Be Day Clerk of Board’s Office Is Open)	Date of Appeal Filing	Timely?
September 24, 2020	Saturday, October 24, 2020	Monday, October 26, 2020	Monday, October 26, 2020	Yes

Approval Action: On September 23, 2020, the Planning Department issued a CPE for the proposed project.¹ The Approval Action for the project was taking Discretionary Review of Building Permit 2018.0403.5430, which occurred on September 24, 2020 (Date of the Approval Action).

Appeal Deadline: Sections 31.16(a) and (e) of the San Francisco Administrative Code state that any person or entity may appeal an exemption determination (including a CPE) to the Board of Supervisors during the time period beginning with the date of the exemption determination (including a CPE) and ending 30 days after the Date of the Approval Action. The 30th day after the Date of the Approval Action was Saturday, October 24, 2020. The next day when the Office of the Clerk of the Board of Supervisors was open was Monday, October 26, 2020 (Appeal Deadline).

Appeal Filing and Timeliness: The Appellant filed the appeal of the exemption determination on October 26, 2020, prior to the end of the Appeal Deadline. Therefore, the appeal is timely.

¹ Initially, a CPE was issued on October 1, 2019; however, it was reissued on September 23, 2020, to reflect updated project design.