



## CATEGORICAL EXEMPTION APPEAL TIMELINESS DETERMINATION

**Date:** March 19, 2025  
**To:** Angela Calvillo, Clerk of the Board of Supervisors  
**From:** Lisa Gibson, Environmental Review Officer – (628) 652-7571  
  
**RE:** **Appeal Timeliness Determination – 1310 Junipero Serra Boulevard Categorical Exemption;  
Planning Department Case No. 2023-007010ENV**

On March 13, 2025, Linda Shah, on behalf of Friends of Saint Thomas More, filed an appeal with the Office of the Clerk of the Board of Supervisors of the Categorical Exemption for the proposed project at 1310 Junipero Serra Boulevard. 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?
Thursday, February 13, 2025	Saturday, March 15, 2025	Monday, March 17, 2025	Thursday, March 13, 2025	Yes

**Approval Action:** On April 5, 2024, the Planning Department issued a Categorical Exemption for the proposed project. The Approval Action for the project was approval of a Conditional Use Authorization by the Planning Commission, which occurred on February 13, 2025 (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 to the Board of Supervisors during the time period beginning with the date of the exemption determination and ending 30 days after the Date of the Approval Action. The 30th day after the Date of the Approval Action was Saturday, March 15, 2025. The next day when the Office of the Clerk of the Board of Supervisors was open was Monday, March 17, 2025 (Appeal Deadline).

**Appeal Filing and Timeliness:** The Appellant filed the appeal of the exemption determination on Thursday, March 13, 2025, prior to the end of the Appeal Deadline. Therefore, the appeal is timely.