



# SAN FRANCISCO PLANNING DEPARTMENT

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## PRE-APPROVAL INSPECTION REPORT

*Report Date:* May 31, 2019  
*Inspection Date:* May 17, 2019; 2:00pm  
*Filing Date:* May 1, 2019  
*Case No.:* **2019-006455MLS**  
*Project Address:* **2731-2735 Folsom Street**  
*Block/Lot:* 3640/031  
*Eligibility:* Article 10 Landmark No. 276: The Gaughran House  
*Zoning:* RH-2 – Residential-House, Two-Family  
*Height & Bulk:* 40-X  
*Supervisor District:* District 9 (Hillary Ronen)  
*Project Sponsor:* Adele Feng  
*Address:* 2733 Folsom Street  
San Francisco, CA 94110  
510-304-3662  
Feng.adele@gmail.com  
*Staff Contact:* Michelle Taylor – (415) 575-9197  
michelle.taylor@sfgov.org  
*Reviewed By:* Shannon Ferguson – (415) 575-9074  
shannon.ferguson@sfgov.org

1650 Mission St.  
Suite 400  
San Francisco,  
CA 94103-2479

Reception:  
**415.558.6378**

Fax:  
**415.558.6409**

Planning  
Information:  
**415.558.6377**

### PRE-INSPECTION

- Application fee paid
  - Record of calls or e-mails to applicant to schedule pre-contract inspection
- 5/7/2019: Email applicant to schedule site visit.
- 5/17/2019: Email applicant to confirm site visit.

## INSPECTION OVERVIEW

Date and time of inspection: Friday, May 17, 2019, 2:00pm

Parties present: Adele Feng, Michelle Taylor

- Provide applicant with business cards
- Inform applicant of contract cancellation policy
- Inform applicant of monitoring process

Inspect property. If multi-family or commercial building, inspection included a:

- Thorough sample of units/spaces
  - Representative
  - Limited
- Review any recently completed and in progress work to confirm compliance with Contract.
  - Review areas of proposed work to ensure compliance with Contract.
  - Review proposed maintenance work to ensure compliance with Contract.
  - Identify and photograph any existing, non-compliant features to be returned to original condition during contract period. **n/a**

- Yes**       **No**      Does the application and documentation accurately reflect the property's existing condition? If no, items/issues noted:
- Yes**       **No**      Does the proposed scope of work appear to meet the Secretary of the Interior's Standards? If no, items/issues noted: See below
- Yes**       **No**      Does the property meet the exemption criteria, including architectural style, work of a master architect, important persons or danger of deterioration or demolition without rehabilitation? If no, items/issues noted:
- Yes**       **No**      Conditions for approval? If yes, see below.

## **NOTES**

**2731-2735 Folsom Street** (District 9) is located on the west side of Folsom Street between 23<sup>rd</sup> and 24<sup>th</sup> streets, Assessor's Block 3640, Lot 031. The subject property is located within the RH-2 (Residential House, Two Family) zoning district and 40-X Height and Bulk district. 2731-2735 Folsom Street is a three-story, wood frame, three-unit residential building with a rectangular plan. It was designed in the Beaux-Arts style by architect James Francis Dunn (1874-1921) and constructed in 1900 for James Gaughran. The subject property was designated as an Article 10 individual landmark building (No. 276) in 2017.

The subject property is currently valued by the Assessor's Office at over \$3,000,000. Therefore, an exemption from the tax assessment value is required. The application includes a Historic Structure Report prepared by Page & Turnbull that provides evidence that the property meets the exemption criteria for tax assessment value.

The building underwent a full rehabilitation c. 2014 which included full re-painting of all elevations, façade restoration, structural strengthening and re-roofing. The rehabilitation plan proposes to repair wood elements at the base of the building, repair and restore windows, improve site drainage against foundation of building, repaint the exterior, replace roof flashing, and fully re-roof the building. The estimated cost of the proposed rehabilitation work is \$305,573.

The maintenance plan proposes to inspect and make any necessary repairs to the siding, windows, gutters and downspouts, and roof on an annual basis. The estimated cost of maintenance work is \$6,888 annually.

PHOTOGRAPHS



Front Facade



Front entryway (left) and rounded bay at ground level (right)

To whom it may concern:

Thank you for taking the time to review our Mills Act application. We wanted to take this opportunity to emphasize our commitment to restore and maintain this gorgeous historic property that has become our home, and to explain how the three of us came to be co-owners.

Tim and Brent first met through mutual friends in 2014, shortly after Tim decided to make the move from Seattle to San Francisco. In 2015, Tim, Adele, and a few mutual friends found themselves as tenants of a beautiful Victorian in the Mission, just a few blocks away from the Gaughran House. When Adele made the decision to move to Sacramento to pursue residency, Tim found himself perfectly placed to become Brent's roommate for the next two years in a Civic Center apartment building. During that time, Brent and Tim had multiple chats about homeownership: which neighborhood, what price range, and who would be a neighbor.

When Brent's realtor showed him the Gaughran House listing in early 2018, Brent couldn't help but fall in love with the property's iconic curved bay flanked by Corinthian pilasters, iron balcony, domed turret, and both stained glass and baroque ornamental windows. Evident to every open house attendee was the amount of time and effort the seller had invested in rehabilitating and renovating both the interior and exterior of this previously dilapidated property. Strategically, Brent reached out to Tim and Adele to gauge their interest in combining purchasing power to buy this three-unit home. Unsurprisingly, Tim and Adele too were awestruck by the house's architectural prominence, and were excited about the thought of buying a home in the prime neighborhood they had once resided. After a heated bidding war, the three friends were blessed with the keys to this wonderful residence.

As proper friends and co-owners, Tim, Brent, and Adele fell into a rhythm of regular meetings to discuss rules and etiquette surrounding cohabitation. With time, they began to realize that their recently renovated home needed both restoration and maintenance sooner rather than later. With the rainy season came the realization that the gutters were damaged, and that the wood panelling near the curved base trim was beginning to deteriorate. Street noises drew attention to the imperfect sealing of the home's original curved windows, and the vegetative growth in an inaccessible area on the north facade caused concern for the fidelity of the foundation. Quickly, the owners learned that the double-edged blade of owning a historically recognized home was that the price tag for any work would be steeper than that of a typical residence in order to adhere to the stricter standards and guidelines for preserving historic buildings.

Truthfully, we can't complain. We are blessed to live amongst friends in a one-of-a-kind architectural wonder. We are grateful to be part of a vibrant neighborhood that is home to spectacular murals and street art, community gardens, and a diverse array of eateries and shops. And we are 100% committed to restoring and maintaining our Gaughran home. We humbly ask for the city's assistance to help preserve a historic property that represents and reflects much of the community around it.

Sincerely yours,  
Tim, Brent, and Adele

MILLS ACT APPLICATION  
2731 - 2735 FOLSOM STREET  
SAN FRANCISCO, CALIFORNIA  
[19066]

PREPARED FOR: ADELE FENG  
PRIMARY PROJECT CONTACT:  
Elisa Skaggs  
Page & Turnbull  
170 Maiden Lane, 5th Floor  
San Francisco, CA 94108  
415.593.3224/ 415.362.5560 fax  
skaggs@page-turnbull.com



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## **I. APPLICATION FORM**





SAN FRANCISCO  
PLANNING  
DEPARTMENT

# APPLICATION GUIDE FOR Mills Act Historical Property Contract

Planning Department  
1650 Mission Street  
Suite 400  
San Francisco, CA  
94103-9425

P: 415.558.6378  
F: 415.558.6409

Office of the Assessor-Recorder  
City Hall, Room 190  
San Francisco, CA  
94102

P: 415.554.5596  
Recording Hours  
8:00a.m. – 4:00p.m.

Chapter 71 of the San Francisco Administrative Code allows the City and County of San Francisco to enter into a preservation contract with local property owners who restore and preserve qualified historic properties. In exchange for maintaining and preserving a historic property, the owner receives a property tax reduction.

Planning staff are available to advise you in the preparation of this application. Call (415) 558-6377 for further information.

## WHAT IS A MILLS ACT PROPERTY CONTRACT?

The Mills Act Contract is an agreement between the City and County of San Francisco and the owner of a qualified property based on California Government Code, Article 12, Sections 50280-50290 (Mills Act). This state law, established in 1976, provides for a property tax reduction for owners of qualifying historic properties who agree to comply with certain preservation restrictions and use the property tax savings to help offset the costs to restore, rehabilitate, and maintain their historic resource according to the *Secretary of the Interior's Standards and the California Historical Building Code*. The Mills Act allows historic property owners to restore their historic buildings; obligate future owners to the maintenance and care of the property; and may provide significant property tax savings to the property owner, particularly to smaller, single-family homeowners. The San Francisco Board of Supervisors approves all final contracts. Once executed, the contract is recorded on the property and leads to reassessment of the property the following year.

## WHO MAY APPLY FOR A MILLS ACT PROPERTY CONTRACT?

The Mills Act is for qualified historic property owners who are actively rehabilitating their properties or have recently completed a rehabilitation project compliant with the *Secretary of the Interior's Treatment of Historic Properties*, in particular the Standards for Rehabilitation, and the California Historical Building Code. Recently completed projects shall mean completed in the year prior to the application. Qualified historic properties are those that have been designated as a City Landmark or those listed on the National Register of Historic Places. Eligibility for Historical Property Contracts shall be limited to residential buildings or structures with a pre-contract assessed valuation of \$3,000,000 or less and commercial and industrial buildings with a pre-contract assessed valuation of \$5,000,000 or less, unless the individual property is granted an exemption from those limits by the Board of Supervisors.

If a property has multiple owners, all property owners of the subject property must enter into the contract simultaneously.

## THE APPLICATION PACKET

This Application Packet is a summary of the Mills Act Historical Property Contract (“Mills Act Contract”) Program’s features. The complete details are described in the legal texts of the San Francisco Administrative Code, Chapter 71, California Government Code Sections 50280-50290 (Appendix A to this packet.) and California Taxation Code Article 1.9, Sections 439-439.4. (Appendix B to this packet.)

**IMPORTANT: Please read the entire application packet before getting started. Applicants are responsible for all of the information contained in the Application Guide. Be sure to review the Application Checklist to ensure that you are submitting all of the required documents. A Mills Act Historical Property Contract application provides the potential for property tax reduction. It is not a guarantee. Each property varies according to its income-generating potential and current assessed value. Mills Act properties are reassessed annually and periodically inspected for contract compliance. Incomplete applications may not meet the schedule outlined in this application.**

## ROLE OF THE PLANNING DEPARTMENT

The Planning Department oversees all Mills Act applications, presents applications before the appropriate hearing bodies and monitors the City’s existing Mills Act properties. Preservation Planners work with property owners to complete their applications and develop rehabilitation and maintenance plans that are specific to each property. Planners keep the applicants informed throughout the year, as the application moves forward through the Office of the Assessor-Recorder, the Historic Preservation Commission, and the Board of Supervisors. The Planning Department also serves as the main point of contact for annual monitoring.

## ROLE OF THE OFFICE OF ASSESSOR-RECORDER

The role of the Office of the Assessor-Recorder is to locate and accurately assess all taxable property in San Francisco and also serve as the county’s official record-keeper of documents such as deeds, liens, maps and property contracts. In a Mills Act Historical Property contract, the Office of the Assessor-Recorder assesses qualified properties based on a state prescribed approach and records the fully executed contract. All Mills Act properties will receive an initial valuation during the application process and will be assessed annually by the January 1st lien date and in subsequent years, as required by state law.

## ROLE OF THE HISTORIC PRESERVATION COMMISSION

The Historic Preservation Commission will hold a hearing to make a recommendation to the Board of Supervisors whether to approve, modify or deny the application. The HPC may include recommendations regarding the proposed rehabilitation, restoration, and maintenance work, the historic value of the qualified property and any proposed restrictions or maintenance requirements to be included in the final Historical Property Contract. The HPC’s recommendation will be forwarded to the Board of Supervisors.

If the Historic Preservation Commission recommends disapproval of the contract, such decision shall be final unless the property owner files an appeal with the Clerk of the Board of Supervisors within 10 days of final action of the Historic Preservation Commission.

## ROLE OF THE BOARD OF SUPERVISORS

The Mills Act Application is referred by the Planning Department to the Board of Supervisors. Every contract must be scheduled in a Committee of the Board of Supervisors. A report prepared by the Board of Supervisors Budget & Legislative Analysts Office will detail the property tax savings and the potential impact this may have on the City's finances. The Committee may recommend, not recommend or forward the application without recommendation to the full Board of Supervisors.

The Board of Supervisors has complete discretion whether to approve, disapprove, or approve with modifications the Mills Act Historical Property Contract. The final decision rests with the Board of Supervisors. The legislative process may take a minimum of five weeks.

## WHICH PROPERTIES ARE ELIGIBLE TO APPLY?

In order to participate in the Mills Act Contract Program, properties must meet the following criteria:

### 1. Qualified Historic Property

- **Individually Designated Pursuant to Article 10 of the Planning Code.** Properties that have been designated as an individual city landmark are eligible.
- **Buildings in Landmark Districts Designated Pursuant to Article 10 of the Planning Code.** Properties that have been listed as a contributor to a city landmark district are eligible.
- **Properties Designated as Significant (Category I or II) Pursuant to Article 11 of the Planning Code.** Properties located in the C-3 Zoning District that have been determined to be a Category I or II, Significant Building are eligible.
- **Properties Designated as Contributory (Category IV) to a Conservation District Pursuant to Article 11 of the Planning Code.** Properties located in the C-3 Zoning District that have been determined to be Category IV are eligible.
- **Properties Designated as Contributory (Category III) Pursuant to Article 11 of the Planning Code.** Properties in the C-3 Zoning District that have been listed as a Contributory Structure (Category III) which are located outside of a Conservation District are eligible for the Mills Act program.
- **Individual Landmarks under the California Register of Historical Resources.** Properties that have been officially designated as a California Register individual landmark are eligible for the Mills Act program.
- **Contributory Buildings in California Register of Historical Resources Historic Districts.** Properties that have been identified as a contributory building in a National Register Historic District are eligible for the Mills Act program.
- **Individual Landmarks listed in the National Register of Historic Places.** Properties that have been individually listed in the National Register are eligible for the Mills Act program.
- **Contributory Buildings listed in the National Register of Historic Places as a Historic District.** Properties that have been identified as a contributory building to a National Register Historic District are eligible for the Mills Act program.

If there are any questions about whether your property is eligible please contact the Planning Department at (415) 558-6377.

## 2. Tax Assessment Value

Qualified historic properties must also meet a tax assessment value to be eligible for a Mills Act Contract. All owners of the property must enter into the Mills Act contract with the City.

### **For Residential Buildings:**

Eligibility is limited to a property tax assessment value of less than \$3,000,000.

### **For Commercial, Industrial or Mixed-Use Buildings:**

Eligibility is limited to a property tax assessment value of less than \$5,000,000.

### **Exceptions To Property Value Limits:**

A property may be exempt from the tax assessment value if it meets the following criteria:

- The qualified historic property is an exceptional example of architectural style or represents a work of a master architect or is associated with the lives of persons important to local or national history; or
- Granting the exemption will assist in the preservation and rehabilitation of a historic structure (including unusual and/or excessive maintenance requirements) that would otherwise be in danger of demolition, deterioration, or abandonment.

Properties applying for a valuation exemption must provide evidence that the property meets the exemption criteria. This evidence must be documented by a qualified historic preservation consultant in a Historic Structures Report or Conditions Assessment to substantiate the circumstances for granting the exemption. Please contact Planning Department Preservation Staff to determine which report your property requires.

The Historic Preservation Commission shall make specific findings to the Board of Supervisors recommending approval or denial of the exemption. Final approval of this exemption is under the purview of the Board of Supervisors.

**NOTE:** Owners of properties with comparatively low property taxes due to Proposition 13 will likely not see a benefit with a Mills Act Contract. The assessed value under the Mills Act will likely be higher than the existing base-year value of the property. Generally, an owner who has purchased their property within the last ten years is most likely to benefit from entering into a Mills Act contract.

## TERMS OF THE MILLS ACT HISTORICAL PROPERTY CONTRACT

### **Duration of Contract**

The Mills Act contract is for a minimum term of ten years. It automatically renews each year on its anniversary date and a new ten-year term becomes effective. The contract runs (essentially in perpetuity) with the land.

### **Termination of the Contract**

The owner may terminate the contract by notifying the Planning Department at least ninety days prior to the annual renewal date. The City may terminate the contact by notifying the owner at least sixty days prior to the renewal date. The City could terminate contract if the owner is not conforming with the plans and timelines established in the Contract. The owner may make a written protest about termination by the City. The contract remains in effect for the balance of the 10-year term of the contract beyond the notice of non-renewal.

### **Alterations or Additions**

Any work performed to the property must conform to the *Secretary of the Interior's Standards for the Treatment of Historic Properties*, specifically, the Standards for Rehabilitation and the California Historical Building Code. If components of the Mills Act Rehabilitation/Restoration or Maintenance Plan requires approvals by the Historic Preservation Commission, Planning Commission, Zoning Administrator, or any other government body, those approvals must be secured prior to applying for a Mills Act Historical Property Contract.

### **Inspections and Monitoring**

The City may conduct periodic inspections of the property in addition to issuing an annual affidavit of compliance. These inspections are to confirm work has been completed in conformance with the approved Mills Act Contract. The City also encourages the property owner to self-inspect and apprise the Planning Department of the progress of rehabilitating and maintaining their property. In compliance with state law, onsite inspections of the property by the Planning Department and the Office of the Assessor-Recorder will occur every five years. All site visits will be scheduled in advance with the property owner.

### **Breach of Contract**

If the property owner is found to be in breach of contract, the City may cancel the contract whereupon the Assessor-Recorder will collect a cancellation fee of 12 1/2 percent of the fair market value of the property as determined by the Assessor-Recorder. Applicants who enter into a Mills Act Contract with the City of San Francisco and fail to rehabilitate or maintain the property are subject to the City cancelling the contract.

### **Transfer of Ownership**

A Mills Act Contract is attached to the property. Subsequent owners are bound by the terms and conditions of the contract, and obligated to complete any work identified in the contract and perform required maintenance. It is incumbent upon the seller of a Mills Act property to disclose this fact to potential buyers. For example, if an owner completes some of the contract mandated work in the first five years and then sells the property, the new buyer would have five years to complete the rehabilitation/restoration of the property.

### **Recordation**

A complete Mills Act contract must be recorded with the Office of the Assessor-Recorder. In order to record the contract, all approvals, signatures, recordation attachments must be included and all applicable recording fees must be paid. A contract may be considered incomplete if all components are not adequately satisfied. To see the current recording fee schedule, go to [www.sfassessor.org](http://www.sfassessor.org).

# Mills Act Process & Timeline

## Phase 1: Planning Department Reviews Application

**1** Property owner submits completed application to Planning.

Send applications to: 1650 Mission Street, Suite 400, San Francisco, CA 94103

Visit [www.sfplanning.org](http://www.sfplanning.org) for application fee information.

**APPLICATION DEADLINE: MAY 1**

**2. Review of applications.** Planning Department reviews the applications for completeness. Planner works with the Owner if issues are found.

**3. Property Inspection.** Planning Department and Assessor-Recorder schedule site visits with Owner.

## Phase 7: Mills Act Monitoring

**18. Affidavit of compliance is issued.** Onsite Property inspections occur every five years with Planning and the Assessor Recorder's Office.

**19** Owner returns affidavit to Planning.

**DEADLINE: APRIL 30**

## Recordation and Distribution

**16** Office of the Assessor-Recorder records contract.

**DEADLINE: DECEMBER 30**

**17. Office of the Assessor-Recorder mails confirmed copy of contract to property owner.**

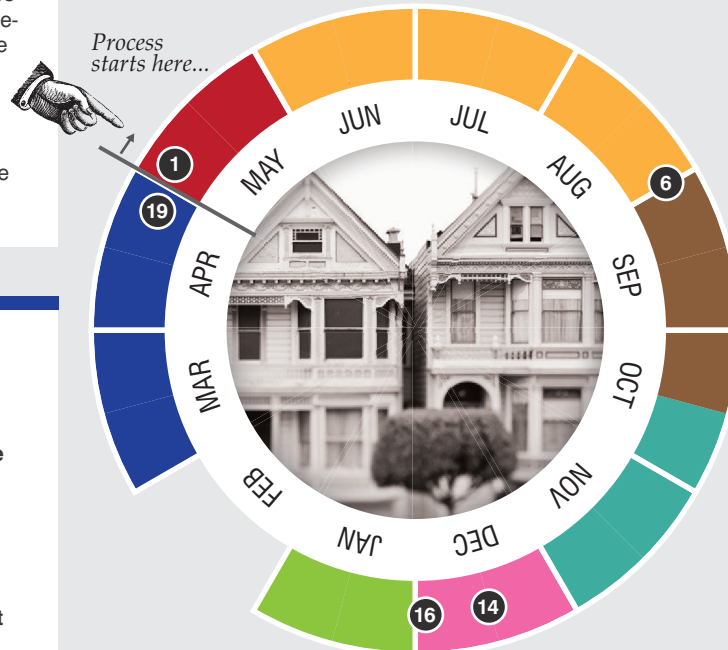
## Phase 2: Assessor-Recorder Calculates Valuations

**4. Planning Department submits complete applications to Assessor-Recorder by June 1.**

**5. Initial valuation completed by Assessor-Recorder's office and submitted to Planning Department for transmittal to property owner by Aug. 31.**

**6** Property owner reviews valuations. Owner has until Sept. 15 to review the valuation.

**DEADLINE: SEPTEMBER 15**



● Property Owner Action/Deadline

## Phase 5: Final Contracts Issued, Recorded & Distributed

**12. City Attorney's Office finalizes contracts.** City Attorney verifies prints and signs final contracts then returns to Planning for signature.

**13. Planning Department notifies property owner to pick up contracts from Planning Department.** Owners sign and notarize contracts.

**14** Owners deliver signed and notarized contracts to Planning Department. Planning Department delivers all contracts to the Assessor-Recorder, City Hall, Room 190.

**DEADLINE: DECEMBER 13**

**15. Assessor-Recorder reviews and signs contracts.**

## Phase 3: Historic Preservation Commission Hearing

**7. HPC Hearing.** The Historic Preservation Commission (HPC) meets the first and third Wednesday of each month. The HPC Hearing will be the third Wednesday in September or the first Wednesday in October. Planning Staff will present the application, rehabilitation and maintenance plans to the HPC.

**ACTION TAKEN**

The HPC may recommend, modify, or deny approval to the Board of Supervisors.

## Phase 4: Board of Supervisors Committee and Board of Supervisors Final Hearing

**8. Planning Department transmits application to the Board of Supervisors.** The Clerk of the Board is responsible for scheduling the item in the appropriate Board of Supervisors committee.

**9. Budget & Legislative Analyst's Office prepares report for committee hearing.**

**10. Planning Department, Assessor-Recorder's Office, and Owner present.**

**ACTION TAKEN**

Board of Supervisors Committee may Recommend, Not Recommend, or forward without Recommendation to the Full Board.

**11. Item scheduled at a full Board of Supervisors meeting for consideration.** Visit [www.sfbos.org](http://www.sfbos.org) for more information.

**ACTION TAKEN**

The BOS may approve, modify, or deny the Mills Act Application.

# MILLS ACT HISTORICAL PROPERTY CONTRACT

## Application Checklist:

Applicant should complete this checklist and submit along with the application to ensure that all necessary materials have been provided. Saying “No” to any of the following questions may nullify the timelines established in this application.

<b>1</b>	<b>Mills Act Application</b> Has each property owner signed? Has each signature been notarized?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
<b>2</b>	<b>High Property Value Exemption Form &amp; Historic Structure Report</b> Required for Residential properties with an assessed value over \$3,000,000 and Commercial/Industrial properties with an assessed value over \$5,000,000. Have you included a copy of the Historic Structures Report completed by a qualified consultant?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/> N/A <input type="checkbox"/>
<b>3</b>	<b>Draft Mills Act Historical Property Contract</b> Are you using the Planning Department’s standard “Historical Property Contract?” Have all owners signed and dated the contract? Have all signatures been notarized?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
<b>4</b>	<b>Notary Acknowledgement Form</b> Is the Acknowledgement Form complete? Do the signatures match the names and capacities of signers?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
<b>5</b>	<b>Draft Rehabilitation/Restoration/Maintenance Plan</b> Have you identified and completed the Rehabilitation, Restoration, and Maintenance Plan organized by contract year, including all supporting documentation related to the scopes of work?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
<b>6</b>	<b>Photographic Documentation</b> Have you provided both interior and exterior images (either digital, printed, or on a CD)? Are the images properly labeled?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
<b>7</b>	<b>Site Plan</b> Does your site plan show all buildings on the property including lot boundary lines, street name(s), north arrow and dimensions?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
<b>8</b>	<b>Tax Bill</b> Did you include a copy of your most recent tax bill?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
<b>9</b>	<b>Rental Income Information</b> Did you include information regarding any rental income on the property, including anticipated annual expenses, such as utilities, garage, insurance, building maintenance, etc.?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
<b>10</b>	<b>Payment</b> Did you include a check payable to the San Francisco Planning Department? Current application fees can be found on the Planning Department Fee Schedule under Preservation Applications.	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
<b>11</b>	<b>Recordation Requirements</b> A Board of Supervisors approved and fully executed Mills Act Historical Property contract must be recorded with the Assessor-Recorder. The contract must be <u>accompanied</u> by the following in order to meet recording requirements: – All approvals, signatures, recordation attachments – Fee: Check payable to the Office of the Assessor-Recorder” in the appropriate recording fee amount Please visit <a href="http://www.sfassessor.org">www.sfassessor.org</a> for an up-to-date fee schedule for property contracts. – Preliminary Change of Ownership Report (PCOR). Please visit <a href="http://www.sfassessor.org">www.sfassessor.org</a> for an up-to-date PCOR (see example on page 20).	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

# APPLICATION FOR Mills Act Historical Property Contract

Applications must be submitted in both hard copy and digital copy form to the Planning Department at 1650 Mission St., Suite 400 by May 1st in order to comply with the timelines established in the Application Guide. Please submit only the Application and required documents.

## 1. Owner/Applicant Information (If more than three owners, attach additional sheets as necessary.)

PROPERTY OWNER 1 NAME: <b>Adele Feng</b>	TELEPHONE: <b>(510) 304-3662</b>
PROPERTY OWNER 1 ADDRESS: <b>2733 Folsom Street, San Francisco, CA 94110</b>	EMAIL: <b>feng.adele@gmail.com</b>

PROPERTY OWNER 2 NAME: <b>Timothy Yen</b>	TELEPHONE: <b>(339) 234-4042</b>
PROPERTY OWNER 2 ADDRESS: <b>2733 Folsom Street, San Francisco, CA 94110</b>	EMAIL: <b>yen.timothy@gmail.com</b>

PROPERTY OWNER 3 NAME: <b>Brent Goldman</b>	TELEPHONE: <b>(626) 616-6454</b>
PROPERTY OWNER 3 ADDRESS: <b>2731 Folsom Street, San Francisco, CA 94110</b>	EMAIL: <b>me@brentgoldman.com</b>

## 2. Subject Property Information

PROPERTY ADDRESS: <b>2731 - 2735 Folsom Street, San Francisco, CA</b>	ZIP CODE: <b>94110</b>
PROPERTY PURCHASE DATE: <b>3/26/2018</b>	ASSESSOR BLOCK/LOT(S): <b>3640/031</b>
MOST RECENT ASSESSED VALUE: <b>\$6,043,000</b>	ZONING DISTRICT: <b>RH-2</b>

Are taxes on all property owned within the City and County of San Francisco paid to date?	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Is the entire property owner-occupied? If No, please provide an approximate square footage for owner-occupied areas vs. rental income (non-owner-occupied areas) on a separate sheet of paper.	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
Do you own other property in the City and County of San Francisco? If Yes, please list the addresses for all other property owned within the City of San Francisco on a separate sheet of paper.	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
Are there any outstanding enforcement cases on the property from the San Francisco Planning Department or the Department of Building Inspection? If Yes, all outstanding enforcement cases must be abated and closed for eligibility for the Mills Act.	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>

I/we am/are the present owner(s) of the property described above and hereby apply for an historical property contract. By signing below, I affirm that all information provided in this application is true and correct. I further swear and affirm that false information will be subject to penalty and revocation of the Mills Act Contract.

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_



PROPERTY OWNER 4 NAME:

2735 Folsom St LLC

TELEPHONE:

(626) 616-6454

PROPERTY OWNER 4 ADDRESS:

2735 Folsom Street, San Francisco, CA 94110

EMAIL:

2735folsom@brentgoldman.com

### 3. Property Value Eligibility:

Choose one of the following options:

The property is a Residential Building valued at less than \$3,000,000.	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
The property is a Commercial/Industrial Building valued at less than \$5,000,000.	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>

\*If the property value exceeds these options, please complete the following: Application of Exemption.

### Application for Exemption from Property Tax Valuation

If answered "no" to either question above please explain on a separate sheet of paper, how the property meets the following two criteria and why it should be exempt from the property tax valuations.

1. The site, building, or object, or structure is a particularly significant resource and represents an exceptional example of an architectural style, the work of a master, or is associated with the lives of significant persons or events important to local or natural history; or
2. Granting the exemption will assist in the preservation of a site, building, or object, or structure that would otherwise be in danger of demolition, substantial alteration, or disrepair. (A Historic Structures Report, completed by a qualified historic preservation consultant, must be submitted in order to meet this requirement.)

### 4. Property Tax Bill

All property owners are required to attach a copy of their recent property tax bill.

PROPERTY OWNER NAMES:	
1. Adele Feng	4. 2735 Folsom St LLC
2. Timothy Yen	
3. Brent Goldman	
MOST RECENT ASSESSED PROPERTY VALUE:	
\$6,043,000	
PROPERTY ADDRESS:	
2731 - 2735 Folsom Street, San Francisco, CA 94110	

### 5. Other Information

All property owners are required to attach a copy of all other information as outlined in the checklist on page 7 of this application.

By signing below, I/we acknowledge that I/we am/are the owner(s) of the structure referenced above and by applying for exemption from the limitations certify, under the penalty of perjury, that the information attached and provided is accurate.

Owner Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Owner Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Owner Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## 5. Rehabilitation/Restoration & Maintenance Plan

A 10 Year Rehabilitation/Restoration Plan has been submitted detailing work to be performed on the subject property	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
A 10 Year Maintenance Plan has been submitted detailing work to be performed on the subject property	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Proposed work will meet the <i>Secretary of the Interior's Standards for the Treatment of Historic Properties</i> and/or the California Historic Building Code.	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
Property owner will ensure that a portion of the Mills Act tax savings will be used to finance the preservation, rehabilitation, and maintenance of the property	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

Use this form to outline your rehabilitation/restoration plan. Copy this page as necessary to include all items that apply to your property. Begin by listing recently completed rehabilitation work (if applicable) and continue with work you propose to complete within the next ten years, followed by your proposed maintenance work. Arranging all scopes of work in order of priority.

Please note that *all applicable Codes and Guidelines apply to all work*, including the Planning Code and Building Code. If components of the proposed Plan require approvals by the Historic Preservation Commission, Planning Commission, Zoning Administrator, or any other government body, these **approvals must be secured prior to applying for a Mills Act Historical Property Contract**. This plan will be included along with any other supporting documents as part of the Mills Act Historical Property contract.

# _____ (Provide a scope number)	BUILDING FEATURE:
Rehab/Restoration <input type="checkbox"/>	Maintenance <input type="checkbox"/> Completed <input type="checkbox"/> Proposed <input type="checkbox"/>
CONTRACT YEAR FOR WORK COMPLETION:	
TOTAL COST (rounded to nearest dollar):	
DESCRIPTION OF WORK:	

## Draft Rehabilitation/Restoration/Maintenance Plan (Continued)

# ____ (Provide a scope number)	BUILDING FEATURE:		
Rehab/Restoration <input type="checkbox"/>	Maintenance <input type="checkbox"/>	Completed <input type="checkbox"/>	Proposed <input type="checkbox"/>
CONTRACT YEAR WORK COMPLETION:			
TOTAL COST (rounded to nearest dollar):			
DESCRIPTION OF WORK:			

# ____ (Provide a scope number)	BUILDING FEATURE:		
Rehab/Restoration <input type="checkbox"/>	Maintenance <input type="checkbox"/>	Completed <input type="checkbox"/>	Proposed <input type="checkbox"/>
CONTRACT YEAR WORK COMPLETION:			
TOTAL COST (rounded to nearest dollar):			
DESCRIPTION OF WORK:			

# ____ (Provide a scope number)	BUILDING FEATURE:		
Rehab/Restoration <input type="checkbox"/>	Maintenance <input type="checkbox"/>	Completed <input type="checkbox"/>	Proposed <input type="checkbox"/>
CONTRACT YEAR WORK COMPLETION:			
TOTAL COST (rounded to nearest dollar):			
DESCRIPTION OF WORK:			

## 6. Draft Mills Act Historical Property Agreement

Please complete the following Draft Mills Act Historical Property Agreement and submit with your application. A final Mills Act Historical Property Agreement will be issued by the City Attorney once the Board of Supervisors approves the contract. The contract is not in effect until it is fully executed and recorded with the Office of the Assessor-Recorder.

Any modifications made to this standard City contract by the applicant or if an independently-prepared contract is used, it shall be subject to approval by the City Attorney prior to consideration by the Historic Preservation Commission and the Board of Supervisors. This will result in additional application processing time and the timeline provided in the application will be nullified.

Recording Requested by,  
and when recorded, send notice to:  
Director of Planning  
1650 Mission Street  
San Francisco, California 94103-2414

## California Mills Act Historical Property Agreement

Gaughran House  
PROPERTY NAME (IF ANY)  
2731 - 2735 Folsom Street  
PROPERTY ADDRESS  
San Francisco, California

THIS AGREEMENT is entered into by and between the City and County of San Francisco, a California municipal corporation ("City") and Adele Feng, Timothy Yen, Brent Goldman, and ("Owner/s").  
2735 Folsom St LLC

### RECITALS

Owners are the owners of the property located at 2731 - 2735 Folsom Street, in San Francisco, California  
PROPERTY ADDRESS  
3640 / 031. The building located at 2731 - 2735 Folsom Street  
BLOCK NUMBER LOT NUMBER PROPERTY ADDRESS  
is designated as a City Landmark pursuant to Article 10 of the Planning Code (e.g. "a City Landmark pursuant to Article  
10 of the Planning Code") and is also known as the Gaughran House.  
HISTORIC NAME OF PROPERTY (IF ANY)

Owners desire to execute a rehabilitation and ongoing maintenance project for the Historic Property. Owners' application calls for the rehabilitation and restoration of the Historic Property according to established preservation standards, which it estimates will cost approximately Three hundred thousand and thirty-four dollars (\$ 300,034). See Rehabilitation Plan, Exhibit A.  
AMOUNT IN WORD FORMAT AMOUNT IN NUMERICAL FORMAT

Owners' application calls for the maintenance of the Historic Property according to established preservation standards, which is estimated will cost approximately Twelve thousand, four hundred twenty-six dollars and fifty cents (\$ 12,426.50) annually. See Maintenance Plan, Exhibit B.  
AMOUNT IN WORD FORMAT AMOUNT IN NUMERICAL FORMAT

The State of California has adopted the "Mills Act" (California Government Code Sections 50280-50290, and California Revenue & Taxation Code, Article 1.9 [Section 439 et seq.] authorizing local governments to enter into agreements with property owners to potentially reduce their property taxes in return for improvement to and maintenance of historic properties. The City has adopted enabling legislation, San Francisco Administrative Code Chapter 71, authorizing it to participate in the Mills Act program.

Owners desire to enter into a Mills Act Agreement (also referred to as a "Historic Property Agreement") with the City to help mitigate its anticipated expenditures to restore and maintain the Historic Property. The City is willing to enter into such Agreement to mitigate these expenditures and to induce Owners to restore and maintain the Historic Property in excellent condition in the future.

NOW, THEREFORE, in consideration of the mutual obligations, covenants, and conditions contained herein, the parties hereto do agree as follows:

## 1. Application of Mills Act.

The benefits, privileges, restrictions and obligations provided for in the Mills Act shall be applied to the Historic Property during the time that this Agreement is in effect commencing from the date of recordation of this Agreement.

## 2. Rehabilitation of the Historic Property.

Owners shall undertake and complete the work set forth in Exhibit A ("Rehabilitation Plan") attached hereto according to certain standards and requirements. Such standards and requirements shall include, but not be limited to: the Secretary of the Interior's Standards for the Treatment of Historic Properties ("Secretary's Standards"); the rules and regulations of the Office of Historic Preservation of the California Department of Parks and Recreation ("OHP Rules and Regulations"); the State Historical Building Code as determined applicable by the City; all applicable building safety standards; and the requirements of the Historic Preservation Commission, the Planning Commission, and the Board of Supervisors, including but not limited to any Certificates of Appropriateness approved under Planning Code Article 10. The Owners shall proceed diligently in applying for any necessary permits for the work and shall apply for such permits not less than six (6) months after recordation of this Agreement, shall commence the work within six (6) months of receipt of necessary permits, and shall complete the work within three (3) years from the date of receipt of permits. Upon written request by the Owners, the Zoning Administrator, at his or her discretion, may grant an extension of the time periods set forth in this paragraph. Owners may apply for an extension by a letter to the Zoning Administrator, and the Zoning Administrator may grant the extension by letter without a hearing. Work shall be deemed complete when the Director of Planning determines that the Historic Property has been rehabilitated in accordance with the standards set forth in this Paragraph. Failure to timely complete the work shall result in cancellation of this Agreement as set forth in Paragraphs 13 and 14 herein.

## 3. Maintenance.

Owners shall maintain the Historic Property during the time this Agreement is in effect in accordance with the standards for maintenance set forth in Exhibit B ("Maintenance Plan"), the Secretary's Standards; the OHP Rules and Regulations; the State Historical Building Code as determined applicable by the City; all applicable building safety standards; and the requirements of the Historic Preservation Commission, the Planning Commission, and the Board of Supervisors, including but not limited to any Certificates of Appropriateness approved under Planning Code Article 10.

## 4. Damage.

Should the Historic Property incur damage from any cause whatsoever, which damages fifty percent (50%) or less of the Historic Property, Owners shall replace and repair the damaged area(s) of the Historic Property. For repairs that do not require a permit, Owners shall commence the repair work within thirty (30) days of incurring the damage and shall diligently prosecute the repair to completion within a reasonable period of time, as determined by the City. Where specialized services are required due to the nature of the work and the historic character of the features damaged, "commence the repair work" within the meaning of this paragraph may include contracting for repair services. For repairs that require a permit(s), Owners shall proceed diligently in applying for any necessary permits for the work and shall apply for such permits not less than sixty (60) days after the damage has been incurred, commence the repair work within one hundred twenty (120) days of receipt of the required permit(s), and shall diligently prosecute the repair to completion within a reasonable period of time, as determined by the City. Upon written request by the Owners, the Zoning Administrator, at his or her discretion, may grant an extension of the time periods set forth in this paragraph. Owners may apply for an extension by a letter to the Zoning Administrator, and the Zoning Administrator may grant the extension by letter without a hearing. All repair work shall comply with the design and standards established for the Historic Property in Exhibits A and B attached hereto and Paragraph 3 herein. In the case of damage to twenty percent (20%) or more of the Historic Property due to a catastrophic event, such as an earthquake, or in the case of damage from any cause whatsoever that destroys more than fifty percent (50%) of the Historic Property, the City and Owners may mutually agree to terminate this Agreement. Upon such termination, Owners shall not be obligated to pay the cancellation fee set forth in Paragraph 14 of this Agreement. Upon such termination, the City shall assess the full value of the Historic Property without regard to any restriction imposed upon the Historic Property by this Agreement and Owners shall pay property taxes to the City based upon the valuation of the Historic Property as of the date of termination.

## 5. Insurance.

Owners shall secure adequate property insurance to meet Owners' repair and replacement obligations under this Agreement and shall submit evidence of such insurance to the City upon request.

## 6. Inspections.

Owners shall permit periodic examination of the exterior and interior of the Historic Property by representatives of the Historic Preservation Commission, the City's Assessor, the Department of Building Inspection, the Planning Department, the Office of Historic Preservation of the California Department of Parks and Recreation, and the State Board of Equalization, upon seventy-two (72) hours advance notice, to monitor Owners' compliance with the terms of this Agreement. Owners shall provide all reasonable information and documentation about the Historic Property demonstrating compliance with this Agreement as requested by any of the above-referenced representatives.

## 7. Term.

This Agreement shall be effective upon the date of its recordation and shall be in effect for a term of ten years from such date ("Initial Term"). As provided in Government Code section 50282, one year shall be added automatically to the Initial Term, on each anniversary date of this Agreement, unless notice of nonrenewal is given as set forth in Paragraph 10 herein.

## 8. Valuation.

Pursuant to Section 439.4 of the California Revenue and Taxation Code, as amended from time to time, this Agreement must have been signed, accepted and recorded on or before the lien date (January 1) for a fiscal year (the following July 1-June 30) for the Historic Property to be valued under the taxation provisions of the Mills Act for that fiscal year.

## 9. Termination.

In the event Owners terminates this Agreement during the Initial Term, Owners shall pay the Cancellation Fee as set forth in Paragraph 15 herein. In addition, the City Assessor-Recorder shall determine the fair market value of the Historic Property without regard to any restriction imposed on the Historic Property by this Agreement and shall reassess the property taxes payable for the fair market value of the Historic Property as of the date of Termination without regard to any restrictions imposed on the Historic Property by this Agreement. Such reassessment of the property taxes for the Historic Property shall be effective and payable six (6) months from the date of Termination.

## 10. Notice of Nonrenewal.

If in any year after the Initial Term of this Agreement has expired either the Owners or the City desires not to renew this Agreement that party shall serve written notice on the other party in advance of the annual renewal date. Unless the Owners serves written notice to the City at least ninety (90) days prior to the date of renewal or the City serves written notice to the Owners sixty (60) days prior to the date of renewal, one year shall be automatically added to the term of the Agreement. The Board of Supervisors shall make the City's determination that this Agreement shall not be renewed and shall send a notice of nonrenewal to the Owners. Upon receipt by the Owners of a notice of nonrenewal from the City, Owners may make a written protest. At any time prior to the renewal date, City may withdraw its notice of nonrenewal. If in any year after the expiration of the Initial Term of the Agreement, either party serves notice of nonrenewal of this Agreement, this Agreement shall remain in effect for the balance of the period remaining since the execution of the last renewal of the Agreement.

## 11. Payment of Fees.

Within one month of the execution of this Agreement, City shall tender to Owners a written accounting of its reasonable costs related to the preparation and approval of the Agreement as provided for in Government Code Section 50281.1 and San Francisco Administrative Code Section 71.6. Owners shall promptly pay the requested amount within forty-five (45) days of receipt.

## 12. Default.

An event of default under this Agreement may be any one of the following:

- (a) Owners' failure to timely complete the rehabilitation work set forth in Exhibit A in accordance with the standards set forth in Paragraph 2 herein;
- (b) Owners' failure to maintain the Historic Property in accordance with the requirements of Paragraph 3 herein;
- (c) Owners' failure to repair any damage to the Historic Property in a timely manner as provided in Paragraph 4 herein;
- (d) Owners' failure to allow any inspections as provided in Paragraph 6 herein;
- (e) Owners' termination of this Agreement during the Initial Term;
- (f) Owners' failure to pay any fees requested by the City as provided in Paragraph 11 herein;
- (g) Owners' failure to maintain adequate insurance for the replacement cost of the Historic Property; or
- (h) Owners' failure to comply with any other provision of this Agreement.



An event of default shall result in cancellation of this Agreement as set forth in Paragraphs 13 and 14 herein and payment of the cancellation fee and all property taxes due upon the Assessor's determination of the full value of the Historic Property as set forth in Paragraph 14 herein. In order to determine whether an event of default has occurred, the Board of Supervisors shall conduct a public hearing as set forth in Paragraph 13 herein prior to cancellation of this Agreement.

### 13. Cancellation.

As provided for in Government Code Section 50284, City may initiate proceedings to cancel this Agreement if it makes a reasonable determination that Owners have breached any condition or covenant contained in this Agreement, has defaulted as provided in Paragraph 12 herein, or has allowed the Historic Property to deteriorate such that the safety and integrity of the Historic Property is threatened or it would no longer meet the standards for a Qualified Historic Property. In order to cancel this Agreement, City shall provide notice to the Owners and to the public and conduct a public hearing before the Board of Supervisors as provided for in Government Code Section 50285. The Board of Supervisors shall determine whether this Agreement should be cancelled. The cancellation must be provided to the Office of the Assessor-Recorder for recordation.

### 14. Cancellation Fee.

If the City cancels this Agreement as set forth in Paragraph 13 above, Owners shall pay a cancellation fee of twelve and one-half percent (12.5%) of the fair market value of the Historic Property at the time of cancellation. The City Assessor shall determine fair market value of the Historic Property without regard to any restriction imposed on the Historic Property by this Agreement. The cancellation fee shall be paid to the City Tax Collector at such time and in such manner as the City shall prescribe. As of the date of cancellation, the Owners shall pay property taxes to the City without regard to any restriction imposed on the Historic Property by this Agreement and based upon the Assessor's determination of the fair market value of the Historic Property as of the date of cancellation.

### 15. Enforcement of Agreement.

In lieu of the above provision to cancel the Agreement, the City may bring an action to specifically enforce or to enjoin any breach of any condition or covenant of this Agreement. Should the City determine that the Owners has breached this Agreement, the City shall give the Owners written notice by registered or certified mail setting forth the grounds for the breach. If the Owners do not correct the breach, or if it does not undertake and diligently pursue corrective action, to the reasonable satisfaction of the City within thirty (30) days from the date of receipt of the notice, then the City may, without further notice, initiate default procedures under this Agreement as set forth in Paragraph 13 and bring any action necessary to enforce the obligations of the Owners set forth in this Agreement. The City does not waive any claim of default by the Owners if it does not enforce or cancel this Agreement.

### 16. Indemnification.

The Owners shall indemnify, defend, and hold harmless the City and all of its boards, commissions, departments, agencies, agents and employees (individually and collectively, the "City") from and against any and all liabilities, losses, costs, claims, judgments, settlements, damages, liens, fines, penalties and expenses incurred in connection with or arising in whole or in part from: (a) any accident, injury to or death of a person, loss of or damage to property occurring in or about the Historic Property; (b) the use or occupancy of the Historic Property by the Owners, their Agents or Invitees; (c) the condition of the Historic Property; (d) any construction or other work undertaken by Owners on the Historic Property; or (e) any claims by unit or interval Owners for property tax reductions in excess those provided for under this Agreement. This indemnification shall include, without limitation, reasonable fees for attorneys, consultants, and experts and related costs that may be incurred by the City and all indemnified parties specified in this Paragraph and the City's cost of investigating any claim. In addition to Owners' obligation to indemnify City, Owners specifically acknowledge and agree that they have an immediate and independent obligation to defend City from any claim that actually or potentially falls within this indemnification provision, even if the allegations are or may be groundless, false, or fraudulent, which obligation arises at the time such claim is tendered to Owners by City, and continues at all times thereafter. The Owners' obligations under this Paragraph shall survive termination of this Agreement.

### 17. Eminent Domain.

In the event that a public agency acquires the Historic Property in whole or part by eminent domain or other similar action, this Agreement shall be cancelled and no cancellation fee imposed as provided by Government Code Section 50288.

### 18. Binding on Successors and Assigns.

The covenants, benefits, restrictions, and obligations contained in this Agreement shall be deemed to run with the land and shall be binding upon and inure to the benefit of all successors and assigns in interest of the Owners.

## 19. Legal Fees.

In the event that either the City or the Owners fail to perform any of their obligations under this Agreement or in the event a dispute arises concerning the meaning or interpretation of any provision of this Agreement, the prevailing party may recover all costs and expenses incurred in enforcing or establishing its rights hereunder, including reasonable attorneys' fees, in addition to court costs and any other relief ordered by a court of competent jurisdiction. Reasonable attorneys fees of the City's Office of the City Attorney shall be based on the fees regularly charged by private attorneys with the equivalent number of years of experience who practice in the City of San Francisco in law firms with approximately the same number of attorneys as employed by the Office of the City Attorney.

## 20. Governing Law.

This Agreement shall be construed and enforced in accordance with the laws of the State of California.

## 21. Recordation.

The contract will not be considered final until this agreement has been recorded with the Office of the Assessor-Recorder of the City and County of San Francisco.

## 22. Amendments.

This Agreement may be amended in whole or in part only by a written recorded instrument executed by the parties hereto in the same manner as this Agreement.

## 23. No Implied Waiver.

No failure by the City to insist on the strict performance of any obligation of the Owners under this Agreement or to exercise any right, power, or remedy arising out of a breach hereof shall constitute a waiver of such breach or of the City's right to demand strict compliance with any terms of this Agreement.

## 24. Authority.

If the Owners sign as a corporation or a partnership, each of the persons executing this Agreement on behalf of the Owners does hereby covenant and warrant that such entity is a duly authorized and existing entity, that such entity has and is qualified to do business in California, that the Owner has full right and authority to enter into this Agreement, and that each and all of the persons signing on behalf of the Owners are authorized to do so.

## 25. Severability.

If any provision of this Agreement is determined to be invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each other provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

## 26. Tropical Hardwood Ban.

The City urges companies not to import, purchase, obtain or use for any purpose, any tropical hardwood or tropical hardwood product.

## 27. Charter Provisions.

This Agreement is governed by and subject to the provisions of the Charter of the City.

28. Signatures.

This Agreement may be signed and dated in parts

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as follows:

_____	_____	_____	_____
<b>CARMEN CHU</b>	Date	<b>JOHN RAHAIM</b>	Date
ASSESSOR-RECORDER		DIRECTOR OF PLANNING	
CITY & COUNTY OF SAN FRANCISCO		CITY & COUNTY OF SAN FRANCISCO	
_____		_____	
APPROVED AS PER FORM:		Signature	Date
<b>DENNIS HERRERA</b>		_____	
CITY ATTORNEY		Print name	
CITY & COUNTY OF SAN FRANCISCO		DEPUTY CITY ATTORNEY	
_____		_____	
Signature	Date	Signature	Date
_____		_____	
Print name		Print name	
OWNER		OWNER	

Owner/s' signatures must be notarized. Attach notary forms to the end of this agreement.  
(If more than one owner, add additional signature lines. All owners must sign this agreement.)

## 7. Notary Acknowledgment Form

The notarized signature of the majority representative owner or owners, as established by deed or contract, of the subject property or properties is required for the filing of this application. (Additional sheets may be attached.)

State of California

County of: \_\_\_\_\_

On: \_\_\_\_\_ before me, \_\_\_\_\_ ,  
DATE INSERT NAME OF THE OFFICER

NOTARY PUBLIC personally appeared: \_\_\_\_\_ ,  
NAME(S) OF SIGNER(S)

who proved to me on the basis of satisfactory evidence to be the person(s) who name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

\_\_\_\_\_  
SIGNATURE

( PLACE NOTARY SEAL ABOVE )

**REHABILITATION/RESTORATION & MAINTENANCE PLAN**

All pricing below has been prepared by J.R. Conkey & Associates, professional cost estimator.

**Rehabilitation/Restoration Plan**

Scope: # 1			
Building Feature: Folsom Street Façade – Wood Repair			
Rehab/Restoration	<input checked="" type="checkbox"/>	Maintenance	Completed
			Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2020 (Coordinated scaffold/access with Scope 2)			
Total Cost: \$15,587.50			
Description of work: Repair wood deterioration at base of building above pavement where moisture appears to be getting in. Correct cause of moisture including concrete curb below as needed. Repair various splitting wood as needed. Prepare, prime, and paint with appropriate paint.  Work will be done in conformance with the Secretary of the Interior’s Standards and Preservation Brief #47: Maintaining the Exterior of Small and Medium Size Historic Buildings.			

Scope: # 2			
Building Feature: Windows at Secondary Façades			
Rehab/Restoration	<input checked="" type="checkbox"/>	Maintenance	Completed
			Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2020			
Total Cost: \$19,314.00			
Description of work: Repair splitting and separation at finger-jointed wood window sills as needed. Replace failed sealant at perimeter of windows as needed. Prepare, prime, and paint sills.  Work will be done in conformance with the Secretary of the Interior’s Standards and Preservation Brief #47: Maintaining the Exterior of Small and Medium Size Historic Buildings and Preservation Brief #9: The Repair of Historic Wooden Windows.			

Scope: # 3			
Building Feature: Wood Windows at Folsom Street			
Rehab/Restoration	<input checked="" type="checkbox"/>	Maintenance	Completed Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2025 (Coordinated scaffold/access with Scopes 4, 5, 6, & 15)			
Total Cost: \$53,940.00 - \$84,825.00			
Description of work: Rehabilitate wood window sash. Consider restoring operability to the windows at the first level that are not operable. Repair deteriorated wood and replace unsound/deteriorated/missing glazing putty as needed. Prepare, prime, and paint all wood and putty. Consider installation of appropriate weather stripping or interior storm windows. If window replacement is considered for weatherization/energy/noise, perform conditions assessment, and replacements will match the existing appearance and material (wood), including curved elements. Work will be done in conformance with the Secretary of the Interior’s Standards and Preservation Brief #47: Maintaining the Exterior of Small and Medium Size Historic Buildings and Preservation Brief #9: The Repair of Historic Wooden Windows.			

Scope: # 4			
Building Feature: North Façade - Site			
Rehab/Restoration	<input checked="" type="checkbox"/>	Maintenance	Completed Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2025			
Total Cost: \$6,119.00			
Description of work: Perform work to remove vegetation that is directly against the building at the north façade and to improve site drainage directly adjacent to the foundation of the building. Work will be done in conformance with the Secretary of the Interior’s Standards			

Scope: # 5			
Building Feature: Folsom Street Façade - Painting			
Rehab/Restoration	<input checked="" type="checkbox"/>	Maintenance	Completed Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2025 and every 10 years thereafter as needed			
Total Cost: \$45,211.00			
Description of work: Repaint Folsom Street façade with appropriate paint (including wood and concrete entry stairs with metal railings as well as windows – see Rehabilitation/Restoration Item # 3 “Wood Windows at Folsom Street” for detail at windows). Install new sealants every 10 years at flashings and where occurs or as needed. Repair wood and other substrates as needed. All work will be performed in conformance with the Secretary of the Interior’s Standards. Work will be done in accordance with the National Park Service’s Preservation Brief #10: Exterior Paint Problems on Historic Woodwork and Preservation Brief #47: Maintaining the Exterior of Small and Medium Size Historic Buildings.			

Scope: # 6			
Building Feature: Secondary Exterior Facades - Painting			
Rehab/Restoration <input checked="" type="checkbox"/>	Maintenance	Completed	Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2025 and every 10 years thereafter as needed			
Total Cost: \$39,179.00			
Description of work: Repaint secondary façades with appropriate paint. Repair wood and other substrates as needed. All work will be performed in conformance with the Secretary of the Interior’s Standards. Work will be done in accordance with the National Park Service’s Preservation Brief #10: Exterior Paint Problems on Historic Woodwork and Preservation Brief #47: Maintaining the Exterior of Small and Medium Size Historic Buildings.			

Scope: # 7			
Building Feature: Roof			
Rehab/Restoration <input checked="" type="checkbox"/>	Maintenance	Completed	Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2029			
Total Cost: \$120,683.50			
Description of work: Replace roofing membrane as well as related flashing, waterproofing, and gutters as needed. All work to be performed in accordance with the Secretary of the Interior’s Standards.			

Scope: # 8			
Building Feature: Flashing - Roof			
Rehab/Restoration <input checked="" type="checkbox"/>	Maintenance	Completed	Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2025 and every 10 years thereafter as needed			
Total Cost: \$5,539.00			
Description of work: Install new sealant at flashing and roofing elements every 10 years, or as needed. Work will be done in conformance with the Secretary of the Interior’s Standards and Preservation Brief #47: Maintaining the Exterior of Small and Medium Size Historic Buildings.			

Maintenance Plan

Scope: # 9				
Building Feature: Facades – Visual Inspection				
Rehab/Restoration	Maintenance	<input checked="" type="checkbox"/>	Completed	Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2020 and annually thereafter				
Total Cost: \$1,305.00				
<p>Description of work: Perform visual inspection of exterior facades, including wood and concrete main entry stair with metal railings, with binoculars, spotting scope, or similar as needed annually for paint and sealant failure, wood deterioration, metal railing deterioration, and other signs of deterioration (see Item #5 “Wood Windows at Folsom Street – Visual Inspection” and Item #6 “Windows at Secondary Facades – Inspection” for details related to those elements). Repair as needed.</p> <p>All work will be performed in conformance with the Secretary of the Interior’s Standards. Work will be done in accordance with the National Park Service’s Preservation Brief #10: Exterior Paint Problems on Historic Woodwork and Preservation Brief #47: Maintaining the Exterior of Small and Medium Size Historic Buildings.</p>				

Scope: # 10				
Building Feature: Wood Windows at Folsom Street – Visual Inspection				
Rehab/Restoration	Maintenance	<input checked="" type="checkbox"/>	Completed	Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2020 and annually thereafter				
Total Cost: \$870.00				
<p>Description of work: Perform visual inspection of wood windows with binoculars, spotting scope, or similar as needed annually for paint, putty, and sealant failure as well as wood and other signs of deterioration. Repair as needed.</p> <p>All work will be performed in conformance with the Secretary of the Interior’s Standards. Work will be done in accordance with the National Park Service’s Preservation Brief #10: Exterior Paint Problems on Historic Woodwork and Preservation Brief #47: Maintaining the Exterior of Small and Medium Size Historic Buildings.</p>				

Scope: # 11				
Building Feature: Windows at Secondary Facades - Inspection				
Rehab/Restoration	Maintenance	<input checked="" type="checkbox"/>	Completed	Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2020 and annually thereafter				
Total Cost: \$1,305.00				
<p>Description of work: Inspect glazing seals, sealants, and clean weeps. Lubricate operating hardware as recommended by manufacturer.</p> <p>Work will be done in conformance with the Secretary of the Interior’s Standards and Preservation Brief #47: Maintaining the Exterior of Small and Medium Size Historic Buildings and Preservation Brief #9: The Repair of Historic Wooden Windows.</p>				



Scope: # 12				
Building Feature: Gutters, Drains, and Downspouts - Roof				
Rehab/Restoration	Maintenance	<input checked="" type="checkbox"/>	Completed	Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2020 and annually thereafter				
Total Cost: \$986.00				
Description of work: Inspect and clean all roof gutters, drains, and downspouts. Repair as needed. Work will be done in conformance with the Secretary of the Interior’s Standards and Preservation Brief #47: Maintaining the Exterior of Small and Medium Size Historic Buildings.				

Scope: # 13				
Building Feature: Roofing				
Rehab/Restoration	Maintenance	<input checked="" type="checkbox"/>	Completed	Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2020 and annually thereafter				
Total Cost: \$246.50				
Description of work: Inspect roofing for defects and deterioration annually. Repair as needed. Work will be done in conformance with the Secretary of the Interior’s Standards and Preservation Brief #47: Maintaining the Exterior of Small and Medium Size Historic Buildings.				

Scope: # 14				
Building Feature: Flashing - Roof				
Rehab/Restoration	Maintenance	<input checked="" type="checkbox"/>	Completed	Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2020 and annually thereafter				
Total Cost: \$435.00				
Description of work: Inspect flashing for defects and deterioration annually (includes related sealant). Repair as needed. Work will be done in conformance with the Secretary of the Interior’s Standards and Preservation Brief #47: Maintaining the Exterior of Small and Medium Size Historic Buildings.				

Scope: # 15				
Building Feature: Folsom Street Façade – Stained Glass Inspection				
Rehab/Restoration	Maintenance	<input checked="" type="checkbox"/>	Completed	Proposed <input checked="" type="checkbox"/>
Contract year work completion: 2025 and every 10 years thereafter as needed				
Total Cost: \$1,740.00				
Description of work: Perform stained glass inspection by stained glass professional and repair/maintain as needed. All work will conform to the Secretary of the Interior’s Standards and NPS Preservation Brief # 33: The Preservation and Repair of Historic Stained and Leaded Glass.				

**2731-2735 FOLSOM STREET  
SAN FRANCISCO, CALIFORNIA  
REHABILITATION, RESTORATION, & MAINTENANCE PLAN**

Quantity	Unit	Unit Price	Subtotal	Mark-up Percentage	Total Cost (CURRENT)
				<b>45.00%</b>	2019

**REHABILITATION & RESTORATION**

**1. Building Feature: Folsom Street Façade – Wood Repair**

**Rehab/Restoration**

Maintenance

Completed

**Proposed**

**Contract Year Work Completion: 2020 (Coordinated scaffolding/access with scope 2)**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Repair wood deterioration at base of building above pavement where moisture appears to be getting in. Correct cause of moisture including concrete curb below as needed. Repair various splitting wood as needed. Prepare, prime, and paint with appropriate

Concrete/ Building Interface, includes patch/ replace/ water proof	70	LF	\$125.00	\$8,750.00	\$3,937.50	\$12,687.50
Wood trim and siding repair/ replace/ paint	200	SF	\$10.00	\$2,000.00	\$900.00	\$2,900.00
				<b>\$10,750.00</b>	<b>\$4,837.50</b>	<b>\$15,587.50</b>

**2. Building Feature: Windows at Secondary Facades**

**Rehab/Restoration**

Maintenance

Completed

**Proposed**

**Contract Year Work Completion: 2020**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Repair splitting and separation at finger jointed wood window sills as needed. Replace failed sealant at perimeter of windows as needed. Prepare, prime, and paint sills.

Repair/ replace sill woodwork, site access	144	LF	\$30.00	\$4,320.00	\$1,944.00	\$6,264.00
Remove old sealant, reseal windows, prime paint, site access	72	HR	\$125.00	\$9,000.00	\$4,050.00	\$13,050.00
				<b>\$13,320.00</b>	<b>\$5,994.00</b>	<b>\$19,314.00</b>

**3.A Building Feature: Wood Windows at Folsom Street - Repair Option**

**Rehab/Restoration**

Maintenance

Completed

**Proposed**

**Contract Year Work Completion: 2025 (Coordinated scaffolding/access with scopes 4, 5, 6, & 15)**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Rehabilitate wood window sash. Consider restoring operability to the windows at the first level that are not operable. Repair deteriorated wood and replace unsound/deteriorated/missing glazing putty as needed. Prepare, prime, and paint all wood and putty. Consider installation of appropriate weather-stripping or interior storm windows. If window replacement is considered for weatherization/energy/noise, perform conditions assessment, and replacements will match the existing appearance and material

Repair/ replace sill woodwork/ existing window sash/ putty remove/ replace	160	HR	\$125.00	\$20,000.00	\$9,000.00	\$29,000.00
Weatherize, restore existing hardware	48	HR	\$150.00	\$7,200.00	\$3,240.00	\$10,440.00
Patch, prime and paint	80	HR	\$125.00	\$10,000.00	\$4,500.00	\$14,500.00
				<b>\$37,200.00</b>	<b>\$16,740.00</b>	<b>\$53,940.00</b>

**2731-2735 FOLSOM STREET  
SAN FRANCISCO, CALIFORNIA  
REHABILITATION, RESTORATION, & MAINTENANCE PLAN**

Quantity	Unit	Unit Price	Subtotal	Mark-up Percentage	Total Cost (CURRENT)
				<b>45.00%</b>	2019

**3.B Building Feature: Wood Windows at Folsom Street - Remove and Replace Windows Option**

**Rehab/Restoration**

Maintenance

Completed

**Proposed**

**Contract Year Work Completion: 2025 (Coordinated scaffolding/access with scopes 4, 5, 6, & 15)**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Rehabilitate wood window sash. Consider restoring operability to the windows at the first level that are not operable. Repair deteriorated wood and replace unsound/deteriorated/missing glazing putty as needed. Prepare, prime, and paint all wood and putty. Consider installation of appropriate weather-stripping or interior storm windows. If window replacement is considered for weatherization/energy/noise, perform conditions assessment, and replacements will match the existing appearance and material

Make new templates for curved and non curved windows					
40	HR	\$125.00	\$5,000.00	\$2,250.00	\$7,250.00
(11) new windows, curved, IGU, wood. Remove existing windows, install new.					
1	LS	\$38,500.00	\$38,500.00	\$17,325.00	\$55,825.00
Patch, prime and paint new windows					
120	HR	\$125.00	\$15,000.00	\$6,750.00	\$21,750.00
			<b>\$58,500.00</b>	<b>\$26,325.00</b>	<b>\$84,825.00</b>

**4. Building Feature: North Facades - Site**

**Rehab/Restoration**

Maintenance

Completed

**Proposed**

**Contract Year Work Completion: 2025**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Perform work to remove vegetation that is directly against the building at the north façade and to improve site drainage directly adjacent to the foundation of the building.

Remove vegetation, grade soil, slope, DG cover, remove and reinstall fence for access					
32	HR	\$85.00	\$2,720.00	\$1,224.00	\$3,944.00
Landscape drain					
2	EA	\$750.00	\$1,500.00	\$675.00	\$2,175.00
			<b>\$4,220.00</b>	<b>\$1,899.00</b>	<b>\$6,119.00</b>

**2731-2735 FOLSOM STREET  
SAN FRANCISCO, CALIFORNIA  
REHABILITATION, RESTORATION, & MAINTENANCE PLAN**

Quantity	Unit	Unit Price	Subtotal	Mark-up Percentage	Total Cost (CURRENT)
				<b>45.00%</b>	2019

**5. Building Feature: Folsom Street Façade - Painting**

**Rehab/Restoration**      Maintenance      Completed      **Proposed**

**Contract Year Work Completion: 2025 and Every 10 Years Thereafter as Needed**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Repaint Folsom Street façade with appropriate paint (including wood and concrete entry stairs with metal railings as well as windows – see Rehabilitation/Restoration Item # 3 “Wood Windows at Folsom Street” for detail at windows). Install new sealants every 10 years at flashings and where occurs or as needed. Repair wood and other substrates as needed.

Patch, prime and paint stair rails, concrete entry stairs. Scaffold shown as LS.

24	HR	\$145.00	\$3,480.00	\$1,566.00	\$5,046.00
1	LS	\$4,500.00	\$4,500.00	\$2,025.00	\$6,525.00
Patch, prime and paint windows and siding					
160	HR	\$145.00	\$23,200.00	\$10,440.00	\$33,640.00
			<b>\$31,180.00</b>	<b>\$14,031.00</b>	<b>\$45,211.00</b>

**6. Building Feature: Secondary Exterior Facades - Painting**

**Rehab/Restoration**      Maintenance      Completed      **Proposed**

**Contract Year Work Completion: 2025 and Every 10 Years Thereafter as Needed**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Repaint secondary façades with appropriate paint. Repair wood and other substrates as needed.

Repair woodwork allowance. Scaffold shown as LS

32	HR	\$160.00	\$5,120.00	\$2,304.00	\$7,424.00
1	LS	\$4,500.00	\$4,500.00	\$2,025.00	\$6,525.00
Patch, prime and paint secondary facades					
120	HR	\$145.00	\$17,400.00	\$7,830.00	\$25,230.00
			<b>\$27,020.00</b>	<b>\$12,159.00</b>	<b>\$39,179.00</b>

**7. Building Feature: Roof**

**Rehab/Restoration**      Maintenance      Completed      **Proposed**

**Contract Year Work Completion: 2029**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Replace roofing membrane as well as related flashing, waterproofing, and gutters as needed.

Remove and replace roof. Includes up to 100SF of sub deck replacement, see attached quote in 2019 dollars

1	LS	\$57,400.00	\$57,400.00	\$25,830.00	\$83,230.00
Escalation to 2019					
1	EA	\$25,830.00	\$25,830.00	\$11,623.50	\$37,453.50
			<b>\$83,230.00</b>	<b>\$37,453.50</b>	<b>\$120,683.50</b>

**2731-2735 FOLSOM STREET  
SAN FRANCISCO, CALIFORNIA  
REHABILITATION, RESTORATION, & MAINTENANCE PLAN**

Quantity	Unit	Unit Price	Subtotal	Mark-up Percentage	Total Cost (CURRENT)
				<b>45.00%</b>	2019

**MAINTENANCE PLAN**

**8. Building Feature: Facades - Visual Inspection**

Rehab/Restoration

**Maintenance**

Completed

**Proposed**

Inspection, each year

6 HR

\$150.00

\$900.00

\$405.00

\$1,305.00

**Contract Year Work Completion: 2020 and Annually Thereafter**

**\$900.00**

**\$405.00**

**\$1,305.00**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Perform visual inspection of exterior facades, including wood and concrete main entry stair with metal railings, with binoculars, spotting scope, or similar as needed annually for paint and sealant failure, wood deterioration, metal railing deterioration, and other signs of deterioration (see Item #2 "Wood Windows at Folsom Street – Visual Inspection" and Item #6 "Windows at Secondary Facades – Inspection" for details related to those elements). Repair as needed.

**9. Building Feature: Wood Windows at Folsom Street - Visual Inspection**

Rehab/Restoration

**Maintenance**

Completed

**Proposed**

Inspection, each year

4 HR

\$150.00

\$600.00

\$270.00

\$870.00

**Contract Year Work Completion: 2020 and Annually Thereafter**

**\$600.00**

**\$270.00**

**\$870.00**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Perform visual inspection of wood window sash with binoculars, spotting scope, or similar as needed annually for paint, putty, and sealant failure as well as wood and other signs of deterioration. Repair as needed.

**10. Building Feature: Windows at Secondary Facades - Inspection**

Rehab/Restoration

**Maintenance**

Completed

**Proposed**

Inspection, each year

6 HR

\$150.00

\$900.00

\$405.00

\$1,305.00

**Contract Year Work Completion: 2020 and Annually Thereafter**

**\$900.00**

**\$405.00**

**\$1,305.00**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Inspect glazing seals, sealants, and clean weeps. Lubricate operating hardware as recommended by manufacturer.

**2731-2735 FOLSOM STREET  
SAN FRANCISCO, CALIFORNIA  
REHABILITATION, RESTORATION, & MAINTENANCE PLAN**

Quantity	Unit	Unit Price	Subtotal	Mark-up Percentage	Total Cost (CURRENT)
				<b>45.00%</b>	2019

**11. Building Feature: Gutters, Drains, and Downspouts - Roof**

Rehab/Restoration **Maintenance** Completed **Proposed**

**Contract Year Work Completion: 2020 and Annually Thereafter**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Inspect and clean all roof gutters, drains, and downspouts. Repair as needed.

Inspection, each year, clean gutters, drains and downspouts. Assume access from rear deck to all of roof.					
8	HR	\$85.00	\$680.00	\$306.00	\$986.00
			<b>\$680.00</b>	<b>\$306.00</b>	<b>\$986.00</b>

**12. Building Feature: Roofing**

Rehab/Restoration **Maintenance** Completed **Proposed**

**Contract Year Work Completion: 2020 and Annually Thereafter**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Inspect roofing for defects and deterioration annually. Repair as needed.

Inspection, each year of roof. Assume access from rear deck to all of roof.					
2	HR	\$85.00	\$170.00	\$76.50	\$246.50
			<b>\$170.00</b>	<b>\$76.50</b>	<b>\$246.50</b>

**13. Building Feature: Flashing - Roof**

Rehab/Restoration **Maintenance** Completed **Proposed**

**Contract Year Work Completion: 2020 and Annually Thereafter**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Inspect flashing for defects and deterioration annually (includes related sealant). Repair as needed.

Inspection, each year, roof flashings. Assume access from rear deck to all of roof.					
2	HR	\$75.00	\$150.00	\$67.50	\$217.50
			<b>\$150.00</b>	<b>\$67.50</b>	<b>\$217.50</b>
			<b>\$300.00</b>	<b>\$135.00</b>	<b>\$435.00</b>

**2731-2735 FOLSOM STREET  
SAN FRANCISCO, CALIFORNIA  
REHABILITATION, RESTORATION, & MAINTENANCE PLAN**

Quantity	Unit	Unit Price	Subtotal	Mark-up Percentage	Total Cost (CURRENT)
				<b>45.00%</b>	2019

**14. Building Feature: Flashing - Roof**

Rehab/Restoration      **Maintenance**      Completed      **Proposed**

**Contract Year Work Completion: 2025 and Every 10 Years Thereafter as Needed**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Install new sealant at flashing and roofing elements every 10 years, or as needed.

Remove and reinstall existing roof flashing with new sealant					
16	HR	\$145.00	\$2,320.00	\$1,044.00	\$3,364.00
New flashing allowance if needed					
1	LS	\$1,500.00	\$1,500.00	\$675.00	\$2,175.00
			<b>\$3,820.00</b>	<b>\$1,719.00</b>	<b>\$5,539.00</b>

**15. Building Feature: Folsom Street Façade - Stained Glass Inspection**

Rehab/Restoration      **Maintenance**      Completed      **Proposed**

**Contract Year Work Completion: 2025 and Every 10 Years Thereafter as Needed**

**Total Cost (Rounded to Nearest Dollar): \$**

**Description of Work:**

Perform stained glass inspection by stained glass professional and repair/maintain as needed.

Inspection for stained glass					
6	HR	\$200.00	\$1,200.00	\$540.00	\$1,740.00
			<b>\$1,200.00</b>	<b>\$540.00</b>	<b>\$1,740.00</b>

ESTABLISHED 1906  
**EXCELSIOR ROOFING CO.**

*ROOFERS OF REPUTATION*  
**MARK POWERS, President**  
1340 Underwood Ave., San Francisco, CA 94124  
Telephone: (415) 822 - 4488 / Facsimile: (415) 822 - 4588  
State Contractor's License No.: 448397

May 28, 2019

Adele Feng  
2733 Folsom St.  
San Francisco, CA 94110  
[feng.adele@gmail.com](mailto:feng.adele@gmail.com)

Dear Adele Feng:

- Scaffolding is included in the price. Scaffolding will be installed and removed in a timely manner.
- When removing and replacing existing roofing, gravel, dirt, tar and shingle debris will fall into attic space on top of ceiling. Any items of value must be removed. Also, any openings in ceiling, i.e., hatch covers, vents, and canned lighting will be susceptible to dust infiltration which we cannot be responsible for.
- Price includes up to 100 sq. feet of sheathing replacement. Any structural dry rot, i.e., rafters or above 100 sq. feet, will be an additional charge of \$90 (NINETY DOLLARS) per hour, per man.
- Your property is rated as a historic address by the Department of Building Inspection; we have allowed \$1,200.00 for job permit.

Following are the specifications for **reroofing** your building:

**MAIN ROOF:**

- All existing roofing will be torn off and thrown into the dumps.
- One layer #30 non-perforated underlayment, or Certainteed Diamond Deck underlayment will be applied completely.
- New shingles will be applied completely using galvanized nails of proper length. Shingles to be used are Fiberglass Class A Fire Resistant.
- Shingles are Certainteed Brand, Landmark Pro, manufacturer lifetime limited warranty. If you are interested in another brand or style, please let us know.
- At valleys and walls, install Certainteed 2-ply Self-Adhering Modified Bitumen mineral-surfaced rolled roofing.
- The existing skylights will be taken off and the wall in which they sit on will be repapered and then the skylights replaced. When the existing skylights are removed, debris will fall into the living space. A good precaution is for the homeowner to cover the area beneath the skylights with a sheet or something similar. This does not include new skylights, unless noted.
- All vent flues (roofjack, taper and top) and pipe collars will be replaced new. Galvanized sheet metal and aluminum 025' assemblies will be



used. Does not include chimney decks or spark arrestors, unless otherwise noted.

- All pipe collars and chimneys, etc., will be sealed at their base.
- The existing double wall roof jack and top will be reused.
- New seamless aluminum gutters will be installed.

ESTABLISHED 1906

## EXCELSIOR ROOFING CO.

- A metal nosing will be applied to rakes (outer slated edges) of roof.
- A galvanized metal gravel stop nosing will be applied where the roof meets the outside wall.
- Install high profile Hip and Ridge Shingles.
- All work is performed by insured union labor and guaranteed against leakage for five (5) years. All debris is removed from the premises. **Job is to be paid in full within 5 days of completion.**
- The price includes the San Francisco reroofing permit. The cost of the job complete, including labor and materials, is **\$57,400 (FIFTY SEVEN THOUSAND FOUR HUNDRED DOLLARS).**

Please visit us on the web at [www.excelsiorroofing.com](http://www.excelsiorroofing.com).  
See us on Facebook.

Please call if you have any questions or wish to discuss the job.

Sincerely,

Eduardo Franco  
H.I.S. #108615SP

EF:rc

**PRELIMINARY CHANGE OF OWNERSHIP REPORT**

To be completed by the transferee (buyer) prior to a transfer of subject property, in accordance with section 480.3 of the Revenue and Taxation Code. A Preliminary Change of Ownership Report must be filed with each conveyance in the County Recorder's office for the county where the property is located.



Carmen Chu, Assessor-Recorder  
 Office of the Assessor-Recorder  
 City and County of San Francisco  
 1 Dr. Carlton B. Goodlett Place, Room 190  
 San Francisco, CA 94102  
 www.sfassessor.org (415) 554-5596

FOR ASSESSOR'S USE ONLY

ASSESSOR'S PARCEL NUMBER \_\_\_\_\_

SELLER/TRANSFEROR \_\_\_\_\_

BUYER'S DAYTIME TELEPHONE NUMBER  
 ( ) \_\_\_\_\_

BUYER'S EMAIL ADDRESS \_\_\_\_\_

STREET ADDRESS OR PHYSICAL LOCATION OF REAL PROPERTY \_\_\_\_\_

MAIL PROPERTY TAX INFORMATION TO (NAME) \_\_\_\_\_

ADDRESS	CITY	STATE	ZIP CODE
_____	_____	_____	_____

YES  NO This property is intended as my principal residence. If YES, please indicate the date of occupancy or intended occupancy.

MO	DAY	YEAR
_____	_____	_____

**PART 1. TRANSFER INFORMATION** Please complete all statements.

This section contains possible exclusions from reassessment for certain types of transfers.

YES NO

- A. This transfer is solely between spouses (addition or removal of a spouse, death of a spouse, divorce settlement, etc.).
- B. This transfer is solely between domestic partners currently registered with the California Secretary of State (addition or removal of a partner, death of a partner, termination settlement, etc.).
- \*C. This is a transfer:  between parent(s) and child(ren)  from grandparent(s) to grandchild(ren).
- \*D. This transfer is the result of a cotenant's death. Date of death \_\_\_\_\_
- \*E. This transaction is to replace a principal residence by a person 55 years of age or older. Within the same county?  YES  NO
- \*F. This transaction is to replace a principal residence by a person who is severely disabled as defined by Revenue and Taxation Code section 69.5. Within the same county?  YES  NO
- G. This transaction is only a correction of the name(s) of the person(s) holding title to the property (e.g., a name change upon marriage). If YES, please explain: \_\_\_\_\_
- H. The recorded document creates, terminates, or reconveys a lender's interest in the property.
- I. This transaction is recorded only as a requirement for financing purposes or to create, terminate, or reconvey a security interest (e.g., cosigner). If YES, please explain: \_\_\_\_\_
- J. The recorded document substitutes a trustee of a trust, mortgage, or other similar document.
- K. This is a transfer of property:
  - 1. to/from a revocable trust that may be revoked by the transferor and is for the benefit of  the transferor, and/or  the transferor's spouse  registered domestic partner.
  - 2. to/from a trust that may be revoked by the creator/grantor/trustor who is also a joint tenant, and which names the other joint tenant(s) as beneficiaries when the creator/grantor/trustor dies.
  - 3. to/from an irrevocable trust for the benefit of the  creator/grantor/trustor and/or  grantor's/trustor's spouse  grantor's/trustor's registered domestic partner.
- L. This property is subject to a lease with a remaining lease term of 35 years or more including written options.
- M. This is a transfer between parties in which proportional interests of the transferor(s) and transferee(s) in each and every parcel being transferred remain exactly the same after the transfer.
- N. This is a transfer subject to subsidized low-income housing requirements with governmentally imposed restrictions.
- \*O. This transfer is to the first purchaser of a new building containing an active solar energy system.

\* Please refer to the instructions for Part 1.

**Please provide any other information that will help the Assessor understand the nature of the transfer.**

**PART 2. OTHER TRANSFER INFORMATION**

*Check and complete as applicable.*

A. Date of transfer, if other than recording date: \_\_\_\_\_

B. Type of transfer:

- Purchase  Foreclosure  Gift  Trade or exchange  Merger, stock, or partnership acquisition (Form BOE-100-B)
- Contract of sale. Date of contract: \_\_\_\_\_  Inheritance. Date of death: \_\_\_\_\_
- Sale/leaseback  Creation of a lease  Assignment of a lease  Termination of a lease. Date lease began: \_\_\_\_\_
- Original term in years (*including written options*): \_\_\_\_\_ Remaining term in years (*including written options*): \_\_\_\_\_
- Other. Please explain: \_\_\_\_\_

C. Only a partial interest in the property was transferred.  YES  NO If YES, indicate the percentage transferred: \_\_\_\_\_ %

**PART 3. PURCHASE PRICE AND TERMS OF SALE**

*Check and complete as applicable.*

A. Total purchase price \$

B. Cash down payment or value of trade or exchange excluding closing costs Amount \$ \_\_\_\_\_

C. First deed of trust @ \_\_\_\_\_ % interest for \_\_\_\_\_ years. Monthly payment \$ \_\_\_\_\_ Amount \$ \_\_\_\_\_

- FHA (\_\_\_Discount Points)  Cal-Vet  VA (\_\_\_Discount Points)  Fixed rate  Variable rate
- Bank/Savings & Loan/Credit Union  Loan carried by seller
- Balloon payment \$ \_\_\_\_\_ Due date: \_\_\_\_\_

D. Second deed of trust @ \_\_\_\_\_ % interest for \_\_\_\_\_ years. Monthly payment \$ \_\_\_\_\_ Amount \$ \_\_\_\_\_

- Fixed rate  Variable rate  Bank/Savings & Loan/Credit Union  Loan carried by seller
- Balloon payment \$ \_\_\_\_\_ Due date: \_\_\_\_\_

E. Was an Improvement Bond or other public financing assumed by the buyer?  YES  NO Outstanding balance \$ \_\_\_\_\_

F. Amount, if any, of real estate commission fees paid by the buyer which are not included in the purchase price \$ \_\_\_\_\_

G. The property was purchased:  Through real estate broker. Broker name: \_\_\_\_\_ Phone number: (\_\_\_\_) \_\_\_\_\_

- Direct from seller  From a family member-Relationship \_\_\_\_\_
- Other. Please explain: \_\_\_\_\_

H. Please explain any special terms, seller concessions, broker/agent fees waived, financing, and any other information (e.g., buyer assumed the existing loan balance) that would assist the Assessor in the valuation of your property.  
\_\_\_\_\_

**PART 4. PROPERTY INFORMATION**

*Check and complete as applicable.*

A. Type of property transferred

- Single-family residence  Co-op/Own-your-own  Manufactured home
- Multiple-family residence. Number of units: \_\_\_\_\_  Condominium  Unimproved lot
- Other. Description: (i.e., timber, mineral, water rights, etc.) \_\_\_\_\_  Timeshare  Commercial/Industrial

B.  YES  NO Personal/business property, or incentives, provided by seller to buyer are included in the purchase price. Examples of personal property are furniture, farm equipment, machinery, etc. Examples of incentives are club memberships, etc. Attach list if available.

If YES, enter the value of the personal/business property: \$ \_\_\_\_\_ Incentives \$ \_\_\_\_\_

C.  YES  NO A manufactured home is included in the purchase price.

If YES, enter the value attributed to the manufactured home: \$ \_\_\_\_\_

YES  NO The manufactured home is subject to local property tax. If NO, enter decal number: \_\_\_\_\_

D.  YES  NO The property produces rental or other income.

If YES, the income is from:  Lease/rent  Contract  Mineral rights  Other: \_\_\_\_\_

E. The condition of the property at the time of sale was:  Good  Average  Fair  Poor

Please describe: \_\_\_\_\_

**CERTIFICATION**

*I certify (or declare) that the foregoing and all information hereon, including any accompanying statements or documents, is true and correct to the best of my knowledge and belief.*

SIGNATURE OF BUYER/TRANSFeree OR CORPORATE OFFICER ▶ _____	DATE _____	TELEPHONE (____) _____
NAME OF BUYER/TRANSFeree/LEGAL REPRESENTATIVE/CORPORATE OFFICER (PLEASE PRINT)	TITLE _____	EMAIL ADDRESS _____

The Assessor's office may contact you for additional information regarding this transaction.

## ADDITIONAL INFORMATION

Please answer all questions in each section, and sign and complete the certification before filing. This form may be used in all 58 California counties. If a document evidencing a change in ownership is presented to the Recorder for recordation without the concurrent filing of a *Preliminary Change of Ownership Report*, the Recorder may charge an additional recording fee of twenty dollars (\$20).

**NOTICE:** The property which you acquired may be subject to a supplemental assessment in an amount to be determined by the County Assessor. Supplemental assessments are not paid by the title or escrow company at close of escrow, and are not included in lender impound accounts. **You may be responsible for the current or upcoming property taxes even if you do not receive the tax bill.**

**NAME AND MAILING ADDRESS OF BUYER:** Please make necessary corrections to the printed name and mailing address. Enter Assessor's Parcel Number, name of seller, buyer's daytime telephone number, buyer's email address, and street address or physical location of the real property.

**NOTE:** Your telephone number and/or email address is very important. **If there is a question or a problem, the Assessor needs to be able to contact you.**

**MAIL PROPERTY TAX INFORMATION TO:** Enter the name, address, city, state, and zip code where property tax information should be mailed. This must be a valid mailing address.

**PRINCIPAL RESIDENCE:** To help you determine your principal residence, consider (1) where you are registered to vote, (2) the home address on your automobile registration, and (3) where you normally return after work. If after considering these criteria you are still uncertain, choose the place at which you have spent the major portion of your time this year. Check YES if the property is intended as your principal residence, and indicate the date of occupancy or intended occupancy.

### PART 1: TRANSFER INFORMATION

**If you check YES to any of these statements, the Assessor may ask for supporting documentation.**

**C,D,E, F:** If you checked YES to any of these statements, you may qualify for a property tax reassessment exclusion, which may allow you to maintain your property's previous tax base. **A claim form must be filed and all requirements met in order to obtain any of these exclusions.** Contact the Assessor for claim forms. **NOTE:** If you give someone money or property during your life, you may be subject to federal gift tax. You make a gift if you give property (including money), the use of property, or the right to receive income from property without expecting to receive something of at least equal value in return. The transferor (donor) may be required to file Form 709, Federal Gift Tax Return, with the Internal Revenue Service if they make gifts in excess of the annual exclusion amount.

**G:** Check YES if the reason for recording is to correct a name already on title [e.g., Mary Jones, who acquired title as Mary J. Smith, is granting to Mary Jones]. This is not for use when a name is being removed from title.

**H:** Check YES if the change involves a lender, who holds title for security purposes on a loan, and who has no other beneficial interest in the property.

**"Beneficial interest"** is the right to enjoy all the benefits of property ownership. Those benefits include the right to use, sell, mortgage, or lease the property to another. A beneficial interest can be held by the beneficiary of a trust, while legal control of the trust is held by the trustee.

**I:** A **"cosigner"** is a third party to a mortgage/loan who provides a guarantee that a loan will be repaid. The cosigner signs an agreement with the lender stating that if the borrower fails to repay the loan, the cosigner will assume legal liability for it.

**M:** This is primarily for use when the transfer is into, out of, or between legal entities such as partnerships, corporations, or limited liability companies. Check YES only if the interest held in each and every parcel being transferred remains exactly the same.

**N:** Check YES only if property is subject to subsidized low-income housing requirements with governmentally imposed restrictions; property may qualify for a restricted valuation method (i.e., may result in lower taxes).

**O:** If you checked YES, you may qualify for a new construction property tax exclusion. **A claim form must be filed and all requirements met in order to obtain the exclusion. Contact the Assessor for a claim form.**

### PART 2: OTHER TRANSFER INFORMATION

**A:** The date of recording is rebuttably presumed to be the date of transfer. If you believe the date of transfer was a different date (e.g., the transfer was by an unrecorded contract, or a lease identifies a specific start date), put the date you believe is the correct transfer date. If it is not the date of recording, the Assessor may ask you for supporting documentation.

**B:** Check the box that corresponds to the type of transfer. If OTHER is checked, please provide a detailed description. Attach a separate sheet if necessary.

**PART 3: PURCHASE PRICE AND TERMS OF SALE**

It is important to complete this section completely and accurately. The reported purchase price and terms of sale are important factors in determining the assessed value of the property, which is used to calculate your property tax bill. Your failure to provide any required or requested information may result in an inaccurate assessment of the property and in an overpayment or underpayment of taxes.

**A.** Enter the total purchase price, not including closing costs or mortgage insurance.

**“Mortgage insurance”** is insurance protecting a lender against loss from a mortgagor’s default, issued by the FHA or a private mortgage insurer.

**B.** Enter the amount of the down payment, whether paid in cash or by an exchange. If through an exchange, exclude the closing costs.

**“Closing costs”** are fees and expenses, over and above the price of the property, incurred by the buyer and/or seller, which include title searches, lawyer’s fees, survey charges, and document recording fees.

**C.** Enter the amount of the First Deed of Trust, if any. Check all the applicable boxes, and complete the information requested.

A **“balloon payment”** is the final installment of a loan to be paid in an amount that is disproportionately larger than the regular installment.

**D.** Enter the amount of the Second Deed of Trust, if any. Check all the applicable boxes, and complete the information requested.

**E.** If there was an assumption of an improvement bond or other public financing with a remaining balance, enter the outstanding balance, and mark the applicable box.

An **“improvement bond or other public financing”** is a lien against real property due to property-specific improvement financing, such as green or solar construction financing, assessment district bonds, Mello-Roos (a form of financing that can be used by cities, counties and special districts to finance major improvements and services within the particular district) or general improvement bonds, etc. Amounts for repayment of contractual assessments are included with the annual property tax bill.

**F.** Enter the amount of any real estate commission fees paid by the buyer which are not included in the purchase price.

**G.** If the property was purchased through a real estate broker, check that box and enter the broker’s name and phone number. If the property was purchased directly from the seller (who is not a family member of one of the parties purchasing the property), check the “Direct from seller” box. If the property was purchased directly from a member of your family, or a family member of one of the parties who is purchasing the property, check the “From a family member” box and indicate the relationship of the family member (e.g., father, aunt, cousin, etc.). If the property was purchased by some other means (e.g., over the Internet, at auction, etc.), check the “OTHER” box and provide a detailed description (attach a separate sheet if necessary).

**H.** Describe any special terms (e.g., seller retains an unrecorded life estate in a portion of the property, etc.), seller concessions (e.g., seller agrees to replace roof, seller agrees to certain interior finish work, etc.), broker/agent fees waived (e.g., fees waived by the broker/agent for either the buyer or seller), financing, buyer paid commissions, and any other information that will assist the Assessor in determining the value of the property.

**PART 4: PROPERTY INFORMATION**

**A.** Indicate the property type or property right transferred. Property rights may include water, timber, mineral rights, etc.

**B.** Check YES if personal, business property or incentives are included in the purchase price in Part 3. Examples of personal or business property are furniture, farm equipment, machinery, etc. Examples of incentives are club memberships (golf, health, etc.), ski lift tickets, homeowners’ dues, etc. Attach a list of items and their purchase price allocation. An adjustment will not be made if a detailed list is not provided.

**C.** Check YES if a manufactured home or homes are included in the purchase price. Indicate the purchase price directly attributable to each of the manufactured homes. If the manufactured home is registered through the Department of Motor Vehicles in lieu of being subject to property taxes, check NO and enter the decal number.

**D.** Check YES if the property was purchased or acquired with the intent to rent or lease it out to generate income, and indicate the source of that anticipated income. Check NO if the property will not generate income, or was purchased with the intent of being owner-occupied.

**E.** Provide your opinion of the condition of the property at the time of purchase. If the property is in “fair” or “poor” condition, include a brief description of repair needed.

## **II. EXEMPTION STATEMENT AND SIGNIFICANCE EVALUATION**

### **EXEMPTION STATEMENT**

The Mills Act Historical Property Contract requires all residential properties that are assessed at a value of more than 3M to include a Historic Structure Report (HSR) as part of the application. Representatives of the San Francisco Planning Department have indicated that the HSR could be limited in scope and should include, at minimum, a brief history of the building, a description of the building's historic condition, a summary of its existing condition, and an outline of short-term and long-term recommendations for rehabilitation.

This limited Historic Structure Report, together with the Rehabilitation/Restoration & Maintenance Plan, serves to fulfill the requirements of the Mills Act and primarily focuses on conditions and treatment recommendations for the exterior of the building.

### III. HISTORIC STRUCTURE REPORT

#### INTRODUCTION

This Focused Historic Structure Report has been prepared to accompany a Mills Act Historical Property Contract for the Gaughran House at 2731-35 Folsom Street (APN 3640/031) in San Francisco’s South Mission neighborhood. The multi-family residence was designed in 1899 and completed in 1900 by master architect James Dunn for James Gaughran, the original owner.

2731-35 Folsom Street has been included in several architectural surveys. 2731-35 Folsom Street was included in the 1976 Department of City Planning Architectural Quality Survey (1976 DCP Survey) with a rating of “4” out of “5.” The property was documented as part of the South Mission Historic Resource Survey and given a survey rating of “3CS” meaning the property appears eligible for the California Register as an individual property through survey evaluation.<sup>1</sup> On December 15, 2017, the property was designated San Francisco Landmark No. 276.



Figure 1: Aerial imagery of 2731-35 Folsom Street. Google Maps, 2019.

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<sup>1</sup> The survey was adopted by the San Francisco Historic Preservation Commission on November 17, 2011.



**Figure 2: 2731-35 Folsom Street, primary facade, April 2017. Looking south.**

### **BRIEF HISTORY OF 2731 – 2735 FOLSOM STREET AND HISTORIC SIGNIFICANCE**

2731-2735 Folsom Street is significant for its association with the development of the Mission District as a streetcar suburb, as a notable work of local master architect James Francis Dunn (1874-1921), and as a fine example of residential Beaux-Arts architecture. The following is excerpted from the Community-Sponsored Article 10 Landmark Designation Application:

#### **Events**

The construction, architectural design, and location of the subject building are directly associated with transit developments that occurred in the latter half of the nineteenth century. The period of 1864-1906, often termed the “Gilded Age,” was one of the most significant periods of population growth and development in the Mission District. Installation of mass transit lines (and the expansion of city utilities) enabled the Mission District to become San Francisco’s first southerly “streetcar suburb.” Streetcar lines initially began as horse-car routes that ran from downtown down Valencia, Mission, Howard and Folsom streets. From 1865 to 1883, extensive and reliable streetcar service of the Mission District was



established on major north-south routes, including Folsom Street. The improved mass transit system transported neighborhood residents to and from downtown work places and shopping areas.

Naturally, the lots in close proximity to the streetcar routes were developed to take advantage of the convenience of transit. 2731-35 Folsom Street is a reflection of the mixed, primarily middle-class socioeconomic identity of the Mission District prior to the 1906 earthquake and fires. The building was constructed as a multi-unit flat, rather than a single-family residence. The building's location provided direct proximity to the Folsom Street streetcar line, which began as a horse-car route and transitioned to electrified streetcars in the 1890s, not long before the building at 2731-35 Folsom Street was constructed in 1900.

#### Architecture

James Dunn (1874-1921) was a self-taught architect, having studied building and design journals. He is known to have travelled the U.S., and it is likely that he visited France as well. By 1897, he partnered with Albert Schroepfer and had a San Francisco office at 3rd and Market streets. Dunn actively designed residential and some commercial buildings from 1897 to 1921 – first as part of his partnership with Albert Schroepfer, then independently, and finally with Daniel Kearns. Dunn was a member of the San Francisco Chapter of the AIA and belonged to the Union League Club. The Architect and Engineer journal ran several pieces by or about Dunn, including his lead piece, “Apartment Houses” in a special September 1919 apartment house issue, and his April 1919 article, “Poor Designing One Reason for Apathy in Apartment House Building.”

James Dunn is considered a master architect in San Francisco due to the number of commissions completed and their respective degrees of architectural excellence. Dunn is best known as a designer of multi-unit residential buildings in the Beaux-Arts style. His designs often featured curved balconies and bay windows, delicate ironwork, and exuberant ornamentation, including animal and human faces. Decorative details like cartouches and shields are common. Dunn used eagles or phoenixes to support balconies and cornices. Many of his buildings have a broad, heavily ornamented cornice and a rusticated first story topped with a belt course, defining the ground level from the upper, full-living levels.

Although Dunn often designed his buildings with Beaux-Arts influences, he also experimented with Art Nouveau, Mission Revival, Moorish, Classical Revival, French Renaissance, and Baroque styles. The Alhambra Apartments at 860 Geary Street (1913) have been illustrated and reproduced in architectural journals. Located at the edge of the Tenderloin, the building features a dome, scalloped Moorish windows, and multicolored tile columns. The Chambord Apartments (1922) sit atop Nob Hill at 1298 Sacramento Street. “Few San Francisco apartment houses would have been as at home in Paris as the Chambord,” architectural historian Michael Corbett wrote about Dunn’s most famous apartment house. Dunn died before this final building was completed. His former partner, Schroepfer, finished the 11-story Chambord. In the early 1980s, the building was restored using Dunn’s original scheme, emulating details from other Dunn buildings. The Chambord Apartments building is San Francisco Landmark #106.

The building is clearly identifiable as a James Dunn building, especially with its intricately molded balcony topped by an elaborate wrought iron railing – a feature that Dunn frequently used in his apartment building designs. His other signature design preferences are also present, including: a rusticated ground floor, a tripartite composition, molded surrounds, exuberant surface ornamentation, and arched openings. He combines formal compositional elements with playful decorative detailing, such as his use of women’s faces.

Beaux-Arts is a style that became popular in San Francisco around the turn of the twentieth century. In San Francisco, as in other cities in the United States, the classical design and planning principles of the Ecole des Beaux-Arts were translated into architecture and city planning through the City Beautiful Movement. The World's Columbia Exposition, held in Chicago in 1893, popularized Beaux-Arts Classicism across the United States. Also known as the "White City," the Exposition was an early example of Beaux-Arts planning and architecture in the United States that impacted the course of planning and design during the decade before and after the turn-of-the-twentieth-century.

The influence of the Beaux-Arts planning and design principles exhibited in Chicago began to manifest itself in the architecture of San Francisco that same decade. According to Splendid Survivors, "During the rest of the 1890s, although little building actually occurred in downtown San Francisco, the City of Paris, the Ferry Building, the Emporium, and the Call Building all... promoted the image of the City Beautiful." After the 1906 earthquake and fires, the City of San Francisco was poised for reconstruction. By this time, many Beaux-Arts-trained architects were already practicing in the city. It was the designs created by these architects that helped shape the new character of San Francisco (moving away from the Victorian-era architectural styles). Increasingly, architects incorporated Beaux-Arts features such as paired columns, surface ornamentation, elaborate decorative detailing, and rusticated ground levels into their designs.

In 1915, San Francisco held its own exposition – the Panama-Pacific International Exposition (PPIE) – modeled on Chicago's exposition held 22 years earlier. The PPIE showcased visionary Beaux-Arts buildings designed by local and nationally-known architects that were constructed out of temporary, lightweight materials. At the same time, the San Francisco Civic Center was planned as a monumental City Beautiful core, classically detailed and symmetrically ordered. By the outbreak of the First World War, San Francisco had a Beaux-Arts Civic Center planned in accordance with the precepts of the City Beautiful Movement. After the PPIE, construction in San Francisco slowed down due to WWI, and by the early 1920s, Beaux-Arts Classicism had begun to transition into the Moderne.

The elements that lend 2731-2735 Folsom Street its Beaux-Arts character include decorative shields, cartouches, Corinthian engaged columns, and a rusticated first story. The engaged column capitals creatively feature women's faces. The molded surrounds of the third story windows are intricately designed (the northern vertically oriented quatrefoil window includes a human form). The heavy entablature consists of multiple layers of detailed ornamentation, including a dentil course. The cornice's modillions are pressed with an organic floral pattern. The primary façade also features arched openings and clearly defined levels – both characteristics in keeping with the Beaux-Arts style. Although the first story is not masonry, rusticated stone is mimicked by using wood to heavily exaggerate the joints. The first story, with its stucco rustication and molded belt course, is clearly distinguished from the second and third stories.

## CONSTRUCTION CHRONOLOGY

The historic context of 2731-35 Folsom Street is discussed in Page & Turnbull's Historic Landmark Designation Continuation Report (April 6, 2017), which is also referred to as the Community-Sponsored Article 10 Landmark Designation Application. It includes a history of the Mission District's nineteenth-century and streetcar neighborhood development, the development of the subject site, owners and occupants, a biography of architect James Francis Dunn, and a discussion of the Beaux-Arts architectural style.

For the purposes of this Focused Historic Structure Report, the property's construction chronology is excerpted below from the report.

The following provides a timeline of construction activity at 2731-35 Folsom Street, based on building permit applications on file with the San Francisco Department of Building Inspection and available online through the San Francisco Property Information Map. Only permits with statuses as "complete" have been included.

Date Filed	Permit# and/or Application#	Owner	Architect/Builder	Scope of Alterations
7/23/1928	172259	F. G. Hamilton	Illegible	Raise foundation 1 foot. New back stairs. \$300.
4/24/1959	199512	Gene and May Spediacer		Remove all dry rot, open ground floor for further inspection of decay. Replace front and rear stairs. Extend main stairs to roof with self closing fire door. \$7,000.
3/17/1964	264906	Giorgi Realty Agents	Mayer B.	Illegible. \$256.
9/11/1972	377564	Harry Friehauf	Tony (last name illegible)	Remove debris under steps. Loosen windows (stuck). Bathroom paint. Renail steps. Remove unapproved heater.
5/8/1974	88637	Harry Friehauf		Comply with DAHI notice. \$1,000.
8/23/1978	439883	Edward and Paula Yoshioka		Comply with BBI report. \$5,000.
12/31/1984	Permit# 527110 Application# 8413555	Neil H. Bleuler		3-story rear staircase will be removed (wood) and replaced. \$2,000.
7/23/2008	Application# 200807237406			Comply with complaint #200448382. Repair dry rot at rear stairs. Less than 50% at rear. No change to windows or doors. \$800.
11/21/2008	200811217162			Comply with NOV #20048382. Replace 3-story rear stairs. \$1,200. Permit in triage.
12/6/2012	Permit# 1281317	Wells Fargo Home Mortgage	Contractor: Momentum Builders Architect: MH Architect	Removed stairs in front of building and replace with like kind. To comply with NOV 200922446. Incorporate old railing onto new railing for historic value. Remove front gate. \$25,000.

Date Filed	Permit# and/or Application#	Owner	Architect/Builder	Scope of Alterations
1/29/2013	Application# 201301248710	Wai Ahead LLC	Contractor: Castle Construction Architect: TKA	NOV correction PA in-kind egress stair replacement with minor modifications for code compliance. Front and rear stair. NOV correction item #'s 201175573, 201176254, 201271741, 200922446, 200448382 & 20126580. \$22,000.
6/20/2013	Application# 201306200016	Wai Ahead LLC	Contractor: Pegasus Builders	Exploratory demo, remove sheetrock for new insulation & electrical & living areas. Replace with new sheetrock & paint all 3 units. \$15,000.
9/17/2013	Application# 201309177003	Wai Ahead LLC	Contractor: Castle Construction Architect: Troy Kashanipour	Foundation replacement, interior remodel at 1st story and associated structural work, remodel kitchen & bathrooms, add bath. \$180,000.00
11/15/2013	Application# 201310250260	Wai Ahead LLC	Contractor: Castle Construction Architect: Troy Kashanipour	Interior remodel at 2nd & 3rd story, associated structural remodel kitchens & bath, add 1/2 bath at 2nd story. All work within envelope of bldg., no expansion. \$550,000

The building permit applications reflect several modifications to the front and rear exterior stairs (1928, 1959, 1984, 1987, 2008, 2012). They also describe significant interior alterations; kitchens, baths, and living spaces have been completely renovated. The foundation of the building was replaced in 2013 when the bulk of the interior updates were performed. The permit applications do not reflect changes to the secondary facades: the replacement of the original wood windows with aluminum, the addition of simple-drop composite siding.

### CHARACTER-DEFINING FEATURES

According to the Article 10 Landmark Designation Application, the character-defining features of 2731-35 Folsom Street include the form, massing, structure, architectural ornament and materials identified as:

- Three-story building with slightly pitched hip roof
- Asymmetrical primary façade
- Wood shiplap cladding
- Rusticated ground level cladding
- Location, size, and shape of fenestration openings
- Original wood-sash and wood-frame double-hung windows with ogee lugs
- Ground level openings with dentil and rope moldings and keystone cartouches
- Molded belt course with acanthus leaves and geometric details

- Wood stair to first story entries
- Partially glazed doors with transom windows; leaded stained glass window within entry vestibule
- Double-height engaged Corinthian columns; capitals with female masks
- Egg and dart molding above turret transom windows
- Molded balcony with iron railing
- Elongated quatrefoil windows
- Entablature with projecting cornice, acanthus modillions, dentil course, ribbon of textured plaster with x-motifs pinned with florettes, and a thin rope molding
- Double-height rounded bay
- Domed turret above double-height rounded bay
- Form, massing and simple-drop style horizontal siding at secondary (north, south and east) elevations

## ARCHITECTURAL DESCRIPTION, EXISTING CONDITIONS, AND TREATMENT RECOMMENDATIONS

The following description was originally prepared by Page & Turnbull for the 2731-35 Folsom Street Historic Landmark Designation Continuation Report (April 6, 2017), which is also referred to as the “Community-Sponsored Article 10 Landmark Designation Application.” The photographs in this section were taken in 2017.

2731-35 Folsom Street is located on the east side of Folsom Street between the intersections with 23rd and 24th streets. The detached residence faces Folsom Street; to the south is 2737-41 Folsom Street and to the north is 2721 Folsom Street. The subject property features a shallow, concrete paved area at the front (west), which is contained by a contemporary iron fence. The wood-frame building sits on a flat parcel; the foundation is not visible. The low-pitched hip roof is composite-shingle-clad. The primary façade features a parapet and the southern half of the rear façade features an open gable. The three-story, multi-family residence is best described as Beaux-Arts in style, with a wood-clad rusticated first story (ground level) and exuberant ornamentation. The building features a domed turret, an iron balconette, elaborate entablature, and Corinthian engaged columns. These elements are limited to the wood-shiplap-clad primary façade; the north, east, and south façades are not ornamented. Unlike the original wood windows on the primary façade, the secondary façades feature replacement aluminum windows set within wood casings. The secondary façades are all clad in replacement simple-drop composite wood siding.

### PRIMARY (WEST) FAÇADE

The Beaux-Arts features of 2731-35 Folsom Street are limited to the primary façade (**Figure 2**). The building’s first story at ground level includes the primary entry to Unit 2735, which is recessed within an arched opening topped with a keystone cartouche. The partially glazed wood door is set within a dentil molded wood frame (**Figure 3**). North (left) of the Unit 2735 entry, beneath the exterior stairs to the second level, is a one-over-one single-hung wood sash arched window with ogee lugs. The window, similar to other windows on the first story of the primary façade, is deeply recessed within a wood dentil and rope molded frame with a stepped sill. South (right) of the Unit 2735 entry is the ground level of the three-story rounded bay. Three windows are set into the rounded bay base; the north and central windows are topped with a keystone cartouche (**Figure 4**). South of the bay is an arched pass-through that provides access to the south façade and backyard. The corridor is blocked by a contemporary metal security gate (**Figure 5**). The rustication of the wood-clad first story (ground level) distinguishes it from

the second and third stories. A molded belt course with acanthus leaves and geometric details serves to further define and visually separate the ground and upper levels.

A staircase located at the north side of the primary façade provides access to a second story landing. The staircase consists of wood steps and a double-sided metal railing. The stair landing leads to two partially glazed wood doors sheltered within an arched entry area, flanked by two-story Corinthian engaged columns. The doors are topped with individual transoms labeled with unit numbers 2731 and 2733 (**Figure 6**). To the south of the doors is a fixed leaded stained glass window with a ribbon motif (**Figure 7**). The entry area features carved wood moldings and dentil trim. To the south of the entry area is the rounded bay (**Figure 8**). At the second story, double height Corinthian engaged columns separate three wood windows that wrap around the rounded bay body. Each window consists of one pivot (currently fixed closed) curved glass pane topped with a fixed leaded stained glass transom, each set within an elaborately molded surround (**Figure 9**). They are topped with an ornate entablature that contains egg and dart molding.



Figure 3: Entry to Unit 2735.



Figure 4: Ground level rounded bay base.



**Figure 5: Security gate leading to south façade and backyard.**



**Figure 6: Exterior stairs leading to second story.**



**Figure 7: Fixed leaded stained glass window within entry area.**



**Figure 8: Double height Corinthian engaged columns.**

A molded balcony with an iron railing sits above the entry area between the second and third stories (**Figure 10**). A third story one-over-one double-hung wood window with ogee lugs sits above the (inaccessible) balcony. Two Corinthian engaged columns continue upwards from the second story and flank the balcony and window. The Corinthian capitals feature female masks. Mid-façade of the third story is an elongated quatrefoil window set within a stretched surround (**Figure 11**). The pane of the wood window is a narrow oval; however, the molded surround outlines a vertically elongated quatrefoil shape. To the south of the window, the rounded bay continues to ascend towards the building's entablature. Three one-over-one double-hung curved glass windows with ogee lugs wrap around the bay body (**Figure 12**). To the south of the bay is a second quatrefoil window with a less fanciful surround.



**Figure 9: Second story rounded bay window with transom.**



**Figure 10: Molded balcony with flanking engaged columns.**



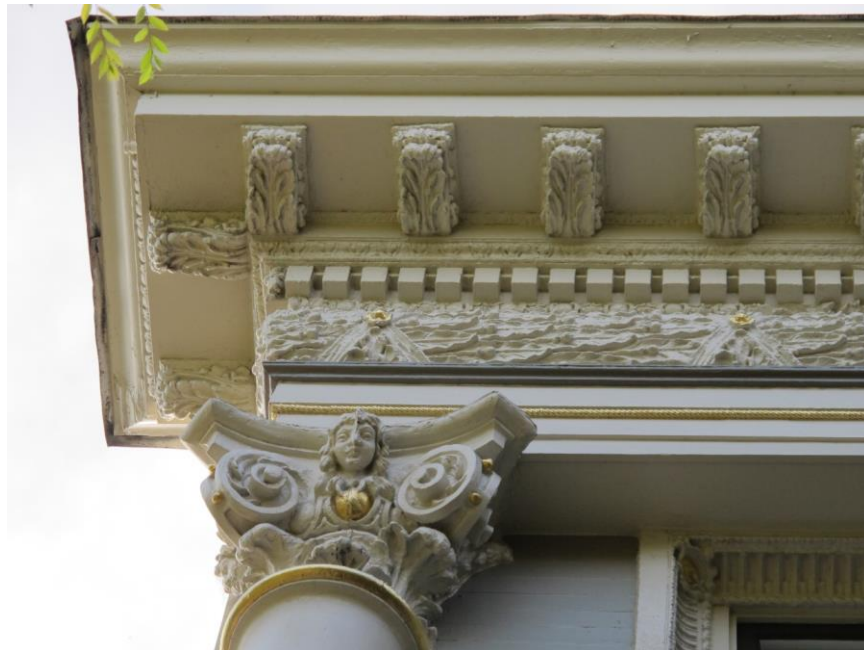
**Figure 11: Vertically elongated quatrefoil surround with oval pane (north of bay).**





**Figure 12: Bay flanked by oval windows in elongated quatrefoil surrounds (south window has a simpler surround).**

The building's ornate entablature on the primary façade features various Beaux-Arts details. The projecting cornice protrudes in a half circle to accommodate the bay. A molded edge shields modillions carved to resemble acanthus leaves (**Figure 13**). Below the eave, in the frieze, runs a dentil course set above a ornate ribbon with evenly spaced X-motifs pinned with florettes. The architrave is smooth with a thin gold-painted rope molding. The rounded bay on the primary façade is topped with a composite-shingle-clad turret dome.



**Figure 13: Entablature detail.**

### SOUTH FAÇADE

The south façade faces the neighboring building at 2737-41 Folsom Street; a wood fence wall in a contemporary style separates the lots. A shed-roofed projection at the western portion of the building juts south from the main building mass to create a passageway to the backyard (**Figure 14**). The first story (ground level) of the south façade consists of two paired casement windows, a casement window, and one partial height casement window (**Figure 15**). The second story consists of one east-facing casement window on the projection and three south-facing casement windows (two of which are paired). The third story consists of one east-facing casement window on the projection, four south-facing casement windows (two of which are paired), and one south-facing partial-height casement window. Exhaust vents are placed intermittently (**Figure 16**).



**Figure 14: South façade with projection and passageway, view facing west.**



**Figure 15: First story fenestration of south façade, facing east.**



**Figure 16: Second and third story fenestration of south façade.**

#### REAR (EAST) FAÇADE

The rear façade faces the backyard (discussed in the Landscape section below). The three-story façade can be divided into a south (left) side and a north (right) side. The south side sits under a gable, while the north side projects beyond the south and has a flat roof without an attic space (**Figure 17**). The doors of the south façade are wood.

The south side's first story (ground level) features a glazed full-height fixed window and outward swinging paired doors. North of the doors is a concrete passageway set underneath a three-story wood exterior staircase (**Figure 18**). The passageway leads to a fully glazed door set at the juncture of the south and north sides. The passageway also wraps around to a wood door that opens into a storage space set underneath the exterior stairs. The second story of the south façade consists of three paired casement windows and a fully glazed door. The third story includes a partial height awning window, two full-height windows, and two fully glazed doors.



**Figure 17: Rear (east) façade with south (left) and north (right) sides.**



**Figure 18: Exterior three-story stairs.**

The north side of the rear façade projects beyond the south side and thus has a south-facing portion. This south-facing portion consists of full composite siding on the first story, a fully glazed door and a large casement window on the second story, and two paired casement windows on the third story. The east-facing portion features fully glazed paired doors and a full height window on the first story (**Figure 19**). The second story features three paired casement windows. The third story features two unaligned windows (one rectangular casement window and one square awning window).

#### NORTH FAÇADE

The north façade faces the open space between the subject property and the building at 2721 Folsom Street. There are three planes, which all have different rooflines; the east (left) plane has a raised section, the central plane has a shed roof, and the west (right) plane is a low-pitched hipped roof. The central projecting plane features a west-facing fully glazed door (first story) and two west-facing casement windows (one at the second story, one at third story) (**Figure 20**). The west plane of the north façade features one fully glazed north-facing door (ground level) and four north-facing casement windows (two unaligned at the second story, two at the third story).



**Figure 19: North side ground level.**



**Figure 20: North façade.**

## EXISTING CONDITIONS

### Folsom Street (West) Facade

The Folsom Street façade is generally in good condition. The façade’s ornamental/carved wood cornice and entablature do not exhibit any notable deterioration, though small portions of ornament appear to be missing in some locations. The ornamental wood columns and ornamental elongated quatrefoil window surrounds also do not exhibit any notable deterioration. The molded balcony and its metal railing over the main entry are in good to fair condition. The front edge of the balcony appears to exhibit some minor peeling paint.



Figure 21: Primary (west) façade.



Figure 22: Detail of carved ornamental entablature, cornice, and column capitals.



Figure 23: Detail of the molded balcony showing peeling paint at the front edge.

The main entry stairs are in good to fair condition and exhibit abrasion/wear at the wood stair treads as well as the lower concrete steps. At the wood treads, the paint is beginning to wear, and some of the wood fibers are beginning to become rough/abraded. At the lower concrete steps (bottom three steps), the paint has worn off, but the concrete appears to be in good condition.



**Figure 24: Detail of wear at concrete and wood stairs.**



**Figure 25: Detail of concrete stair curb with spall.**

The wood siding is in fair condition, with some checking/splitting of the wood noted in various locations. Minor spalling at the curved concrete curb was noted, possibly where a previous metal rail was attached. Wood splitting was noted specifically at the curved turret panel below the top floor's center window and at several rusticated siding panels at the ground-level of the turret. The curved base trim above the pavement at the turret exhibits some splitting and soft deteriorated wood where moisture appears to be getting inside. Metal flashing is sensitively installed at the wood watertable separating the ground level from the upper levels; it appears to be in good condition. The entry vestibules are also in good condition.



**Figure 26: Detail of split wood panel between windows.**



**Figure 27: Detail of split wood at rusticated "block" panel and several splits at curved base trim.**





**Figure 28: Detail of area where soft deteriorated wood was noted with moisture at the wood.**



**Figure 29: Detail of curb termination at wood trim (beneath area of soft deteriorated wood).**

The windows appear to be in good to fair condition. The pivot windows at the first floor of the turret are fixed closed. According to the owner, there is noise and air infiltration at these windows. Small gaps at the perimeter of the sash were noted. The stained glass transom lights and stained glass panel flanking the entry are in good condition and do not appear to exhibit out-of-plane bowing, sometimes noted when stained glass windows weaken.



**Figure 30: Detail of first floor window from interior showing gap at edge of sash where light is coming through.**

The asphalt shingling at the turret roof exhibits minor biological growth but appear to be in good condition.



**Figure 31: Detail of shingles at turret.**

### Secondary Facades

The secondary façades all appear to be in good to fair condition. The painted wood siding is in relatively good condition. At the south façade, minor damage was noted at the siding adjacent to a vent exiting the building. Some corner trim at the secondary façades was noted to be displaced. While it appears to be sound, it is not clear why this is occurring.



**Figure 32: Example of displaced corner trim**



**Figure 33: Detail of damaged siding beneath vent.**

The finger-jointed wood window sills at the secondary facades are beginning to exhibit splitting and separation as well as paint-wear and exposed wood at the upper surfaces. In many locations, the sealant joint from the wood window surrounds to the aluminum window frames has torn and is open to the weather.



**Figure 34: Detail of finger-jointed sill separation and paint degradation.**



**Figure 35: Detail of typical torn sealant at window perimeters.**

A few penetrations such as at water spigots did not have sealant at the penetration perimeters.

Two small triangular landscaped areas are adjacent to the north façade, created by the diagonal property line and the square building corners. The landscaped area is inaccessible from the building, and although more accessible from the neighboring yard, the properties are separated by a fence. These areas are overgrown with vegetation directly against the building.



**Figure 36: Inaccessible landscaped area adjacent to the north facade.**

## TREATMENT RECOMMENDATIONS

### Folsom Street (West) Facade

Maintain sealants at the façade as well as paint and coatings at the wood elements, including siding, trim, cornice, entablature, columns, and windows. At the stairs, prepare the abraded wood and patch spalls with proper concrete patching prior to painting. Consider paint appropriate for the various materials, and consideration for coefficient of slip resistance at the stairs and walking surfaces is recommended. Repair the split wood siding and trim elements prior to painting. Where wood deterioration is found, particularly at the base of the building, remove deterioration, treat as needed for biogrowth, and patch/repair/replace wood to match the original. Removal of the base trim may be required to address water and moisture issues adjacent to the concrete foundation/curb.

Rehabilitate the windows, and consider restoring operability to the first floor awning pivot windows. Replace missing/deteriorated putty, and repair deteriorated wood as encountered. Address gaps between sash and frames; use of weatherstripping or interior storm windows should be considered. If window/sash replacement is considered to address weatherization, energy, noise issues, perform

conditions assessment to verify proper treatment, and replace with windows that match the original in material and appearance, including curved elements.

Periodically have stained glass adjacent to entries and above first floor turret windows inspected by a professional. Clean them as recommended by the stained glass professional.

### Secondary Facades

Maintain sealants at the façade as well as paint and coatings at the wood elements, including siding, trim, and window sills. Repair damage where occurs at the siding, and re-fasten any loose siding or trim encountered. Ensure pipe, vent, and spigot penetrations are properly sealed.

Repair separation at finger-jointed window sills, and repaint sills where paint degradation is evident. Replace sealant at window perimeters. Regularly maintain windows, including glazing seals, sealants, cleaning weeps, and lubricating operating hardware as needed.

### Roof

Regularly clean and maintain gutters and downspouts. Maintain flashing and sealants. Make repairs and replace as needed.

### Site

Remove vegetation that is directly adjacent to the north façade, and improve site drainage directly adjacent to the building foundation.

**IV. ADDITIONAL PHOTOGRAPHY**  
**PRIMARY FACADE**



Photo 1:  
Front facade  
Looking northeast





Photo 2:  
Front facade  
Looking east

### SECONDARY FACADES



Photo 3:  
Side facade  
Looking south



Photo 4:  
Rear facade  
Looking west



Photo 5:  
Side facade  
Looking west

INTERIOR



Photo 6:  
Level 3, living/dining room and kitchen  
Looking northeast



Photo 7:  
Level 3, living/dining room and kitchen  
Looking southeast



Photo 8:  
Level 3, kitchen  
Looking east



Photo 9:  
Level 3, living room and kitchen  
Looking south



Photo 10:  
Level 3, living/dining room and kitchen  
Looking north



Photo 11:  
Level 3, living room  
Looking southwest



Photo 12:  
Level 3, master bedroom  
Looking northeast



Photo 13:  
Level 3, guest bedroom #1  
Looking west

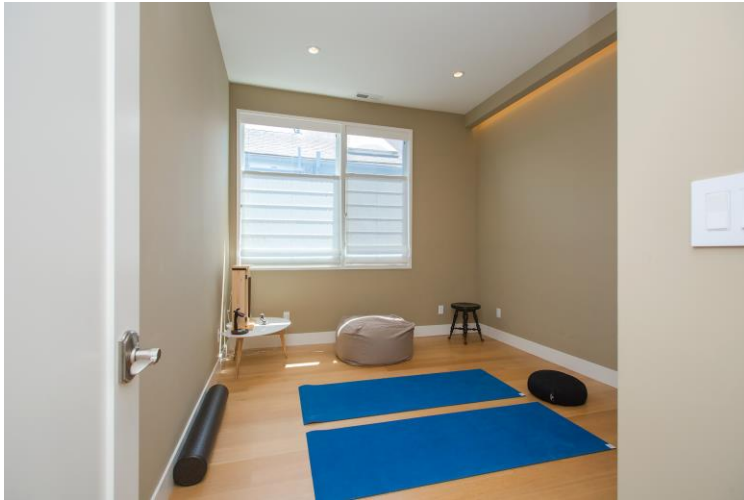


Photo 14:  
Level 3, guest bedroom #2  
Looking south



Photo 15:  
Level 3, office nook  
Looking southeast





Photo 16:  
Level 2, front entrance  
Looking west

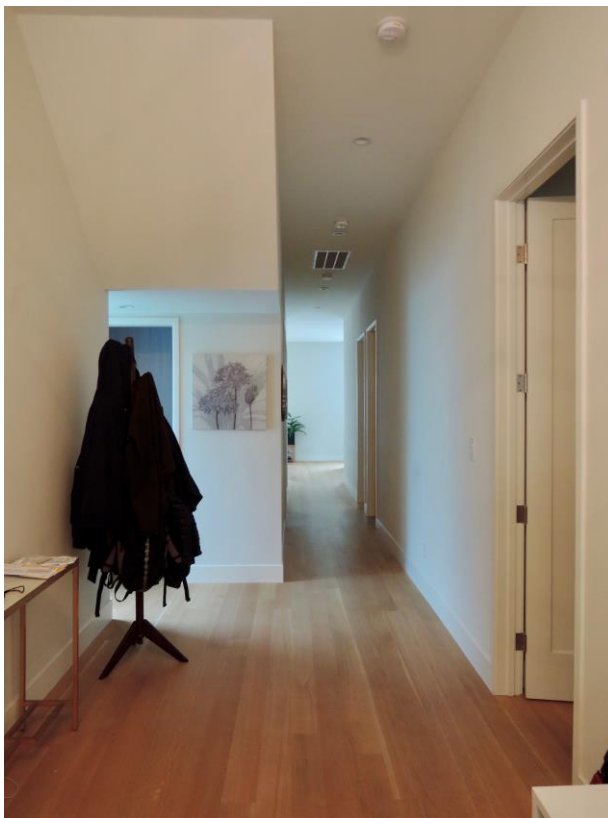


Photo 17:  
Level 2, hallway  
Looking east



Photo 18:  
Level 2, master bedroom  
Looking south

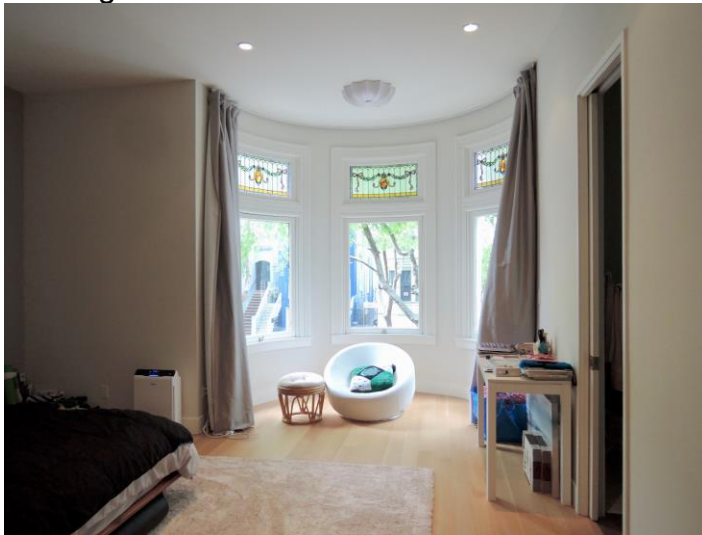


Photo 19:  
Level 2, master bedroom  
Looking west



Photo 20:  
Level 2, guest bedroom #1  
Looking south

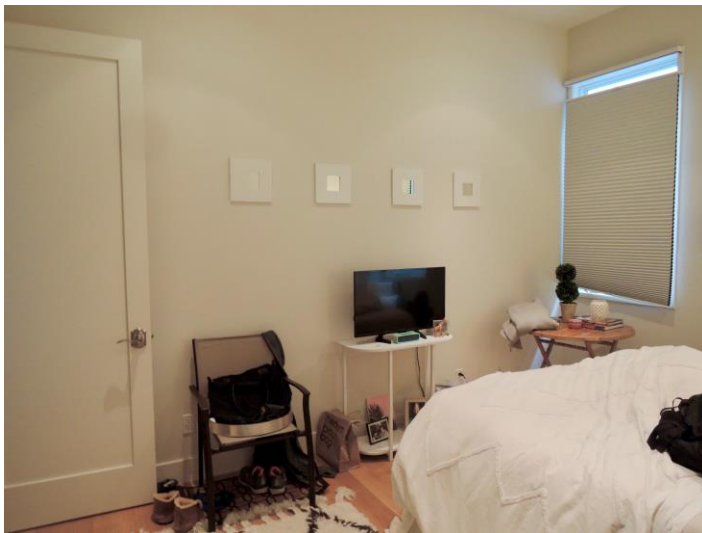


Photo 21:  
Level 2, guest bedroom #1  
Looking east

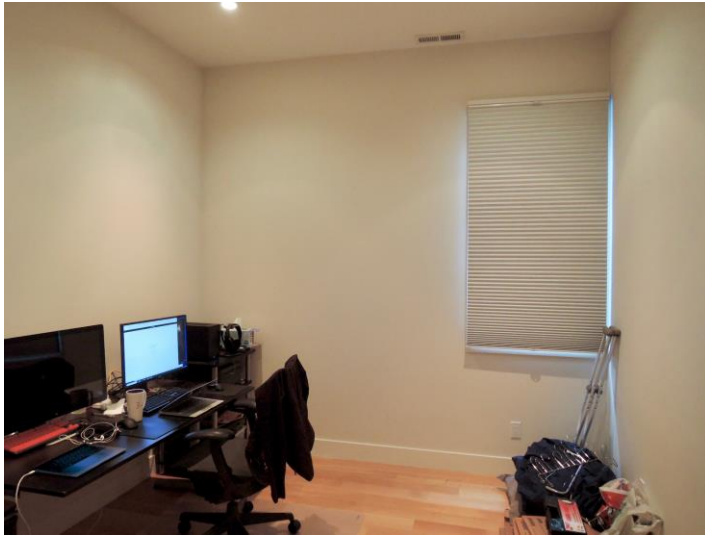


Photo 22:  
Level 2, guest bedroom #2  
Looking south



Photo 23:  
Level 2, guest bedroom #2  
Looking north



Photo 24:  
Level 2, dining room and living room  
Looking east



Photo 25:  
Level 2, living room  
Looking south



Photo 26:  
Level 2, living room  
Looking east



Photo 27:  
Level 2, kitchen  
Looking north



Photo 28:  
Level 2, dining room  
Looking northeast



Photo 29:  
Level 2, dining room  
Looking south



Photo 30:  
Level 1, bedroom #1  
Looking south



Photo 31:  
Level 1, bedroom #1  
Looking west





Photo 32:  
Level 1, bedroom #2  
Looking northwest



Photo 33:  
Level 1, bedroom #2  
Looking west



Photo 34:  
Level 1, bedroom #3  
Looking east



Photo 35:  
Level 1, bedroom #3  
Looking south



Photo 36:  
Level 1, bedroom #3  
Looking north



Photo 37:  
Level 1, bedroom #4  
Looking south



Photo 38:  
Level 1, office alcove  
Looking north



Photo 39:  
Level 1, living room  
Looking southwest



Photo 40:  
Level 1, living room  
Looking west

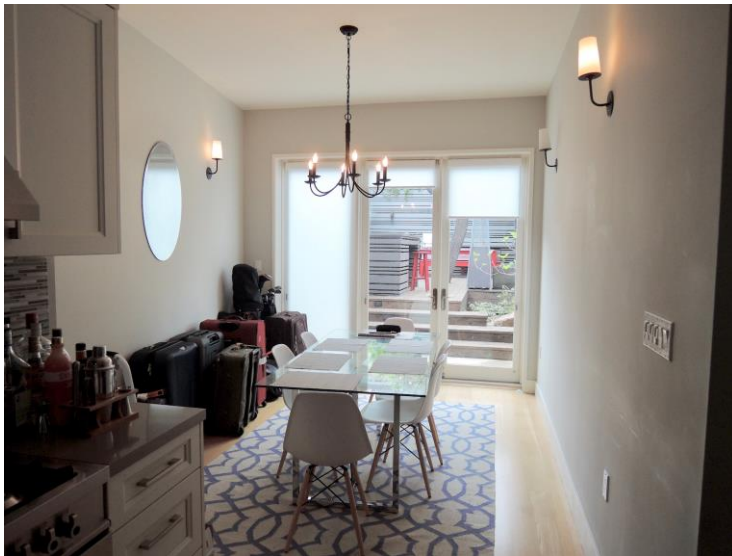
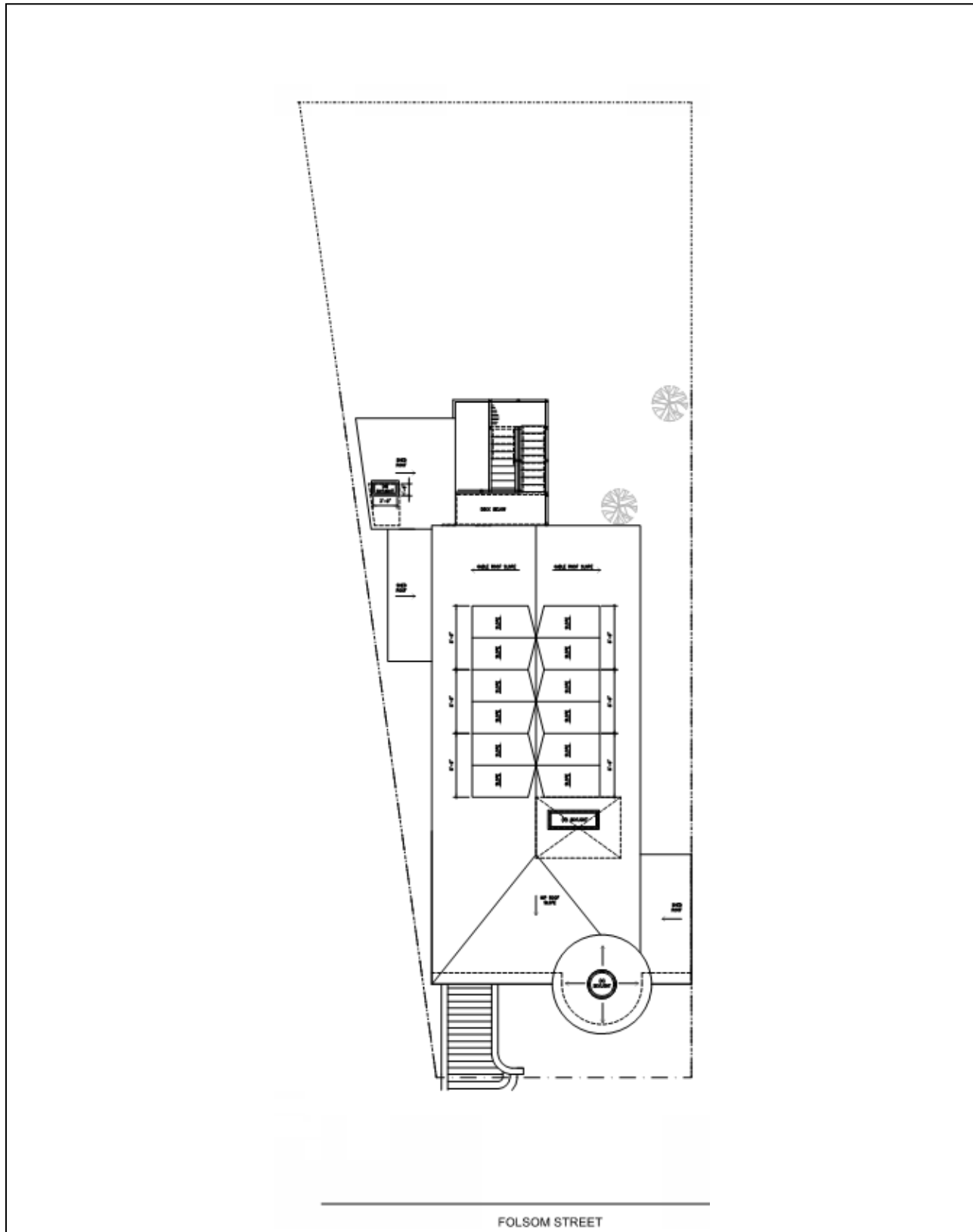


Photo 41:  
Level 1, dining room  
Looking east

### V. SITE PLAN



## **VI. TAX BILL**



City & County of San Francisco  
José Cisneros, Treasurer  
David Augustine, Tax Collector  
Property Tax Bill (Secured)

1 Dr. Carlton B. Goodlett Place  
City Hall, Room 140  
San Francisco, CA 94102  
www.sftreasurer.org

For Fiscal Year July 1, 2018 through June 30, 2019

Vol 24	Block 3640	Lot 031	Tax Bill No 124648	Mail Date October 12, 2018	Property Location 2731 FOLSOM ST
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Assessed on January 1, 2018 at 12:01am  
To: NAME PRIVATE PER CA AB 2238

**ADDRESS INFORMATION  
NOT AVAILABLE ONLINE**

Assessed Value		
Description	Full Value	Tax Amount
Land	659,092	7,665.23
Structure	1,076,116	12,515.22
Fixtures		
Personal Property		
Gross Taxable Value	1,735,208	20,180.46
Less HO Exemption	7,000	81.41
Less Other Exemption		
<b>Net Taxable Value</b>	<b>1,728,208</b>	<b>\$20,099.05</b>

Direct Charges and Special Assessments			
Code	Type	Telephone	Amount Due
45	LWEA2018TAX	(415) 355-2203	298.00
46	SF BAY RS PARCEL TAX	(510) 286-7193	12.00
89	SFUSD FACILITY DIST	(415) 355-2203	56.28
91	SFCCD PARCEL TAX	(415) 487-2400	99.00
92	APARTMENT LIC. FEE	(415) 558-6220	326.00
98	SF - TEACHER SUPPORT	(415) 355-2203	251.96
<b>Total Direct Charges and Special Assessments</b>			<b>\$1,043.24</b>

<b>▶ TOTAL DUE</b>		<b>\$21,142.28</b>
1st Installment		2nd Installment
\$10,571.14		\$10,571.14
PAID 12/04/2018	DUE 04/10/2019	
\$10,571.14		

Keep this portion for your records. See back of bill for payment options and additional information.



City & County of San Francisco  
Property Tax Bill (Secured)  
For Fiscal Year July 1, 2018 through June 30, 2019

Pay online at [www.sftreasurer.org](http://www.sftreasurer.org)

Vol 24	Block 3640	Lot 031	Tax Bill No 124648	Mail Date October 12, 2018	Property Location 2731 FOLSOM ST
-----------	---------------	------------	-----------------------	-------------------------------	-------------------------------------

Check if contribution to Arts Fund is enclosed.  
For other donation opportunities go to [www.Give2SF.org](http://www.Give2SF.org)

Detach stub and return with your payment.  
Write your block and lot on your check.  
2nd Installment cannot be accepted unless 1st is paid.

San Francisco Tax Collector  
Secured Property Tax  
P.O. Box 7426  
San Francisco, CA 94120-7426

<b>2nd Installment Due</b>	
<b>\$10,571.14</b>	

If paid or postmarked after APRIL 10, 2019  
the amount due (includes delinquent penalty of 10% and  
other applicable fees) is: \$11,673.25

2436400003100 124648 000000000 000000000 0000 2003



City & County of San Francisco  
Property Tax Bill (Secured)  
For Fiscal Year July 1, 2018 through June 30, 2019

Pay online at [www.sftreasurer.org](http://www.sftreasurer.org)

Vol 24	Block 3640	Lot 031	Tax Bill No 124648	Mail Date October 12, 2018	Property Location 2731 FOLSOM ST
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Check if contribution to Arts Fund is enclosed.  
For other donation opportunities go to [www.Give2SF.org](http://www.Give2SF.org)

Detach stub and return with your payment.  
Write your block and lot on your check.  
If property has been sold, please forward bill to new owner.

San Francisco Tax Collector  
Secured Property Tax  
P.O. Box 7426  
San Francisco, CA 94120-7426

<b>1st Installment Due</b>	
<b>PAID 12/04/2018</b>	

If paid or postmarked after DECEMBER 10, 2018  
the amount due (includes delinquent penalty of 10%) is: \$,00



Pay Now	Contact Us	Tax Rate Information												
<p>Online: <a href="http://www.sftreasurer.org">www.sftreasurer.org</a></p> <p>Mail a check payable to "SF Tax Collector" with the bottom portion of bill in the enclosed envelope</p> <p>In person at City Hall, Room 140 8 am - 5 pm, Monday - Friday, excluding holidays.</p>	<p>Free language assistance</p> <p>Call: 3-1-1 415-701-2311 from outside of San Francisco</p> <p>Submit question online: <a href="http://www.sftreasurer.org/contact-us">www.sftreasurer.org/contact-us</a></p>	<table> <tr> <td>Prop 13 base rate</td> <td>1.0000%</td> </tr> <tr> <td>City &amp; County debt service rate</td> <td>0.1075%</td> </tr> <tr> <td>SFUSD debt service rate</td> <td>0.0387%</td> </tr> <tr> <td>City College debt service rate</td> <td>0.0098%</td> </tr> <tr> <td>BART debt service rate</td> <td>0.0070%</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>1.1630%</b></td> </tr> </table>	Prop 13 base rate	1.0000%	City & County debt service rate	0.1075%	SFUSD debt service rate	0.0387%	City College debt service rate	0.0098%	BART debt service rate	0.0070%	<b>TOTAL</b>	<b>1.1630%</b>
Prop 13 base rate	1.0000%													
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City College debt service rate	0.0098%													
BART debt service rate	0.0070%													
<b>TOTAL</b>	<b>1.1630%</b>													

If you disagree with the assessed value as shown on your tax bill, you have the right to an informal assessment review by the Assessor-Recorder's Office. Visit [www.sfassessor.org](http://www.sfassessor.org) for more information. You also have the right to file an application for reduction in assessment for the following year with the Assessment Appeals Board. The filing period is July 2 to September 15. Visit [www.sfgov.org/aab](http://www.sfgov.org/aab) or call 415-554-6778 for more information. If an informal or formal assessment review is requested, relief from penalties shall apply only to the difference between the Assessor-Recorder's final determination of value and the value on the assessment roll for the fiscal year covered.

If a "Tax-Defaulted" message is shown on the front of this bill, it indicates that prior year taxes are unpaid.

New owners and current owners with new construction may be required to pay a **supplemental tax bill**. Supplemental tax bills are issued in addition to this annual tax bill.

**Property Tax Postponement for Senior Citizens, Blind, or Disabled Persons**

The State Controller's Office (SCO) administers the Property Tax Postponement (PTP) program, which allows eligible homeowners to postpone payment of current year property taxes on their primary residence. PTP applications are accepted from October 1 to February 10 each year. Go to the SCO website at [www.sco.ca.gov/ardtax\\_prop\\_tax\\_postponement.html](http://www.sco.ca.gov/ardtax_prop_tax_postponement.html) for more information. If you have any questions or to request an application, call 1-800-952-5661 or email [postponement@sco.ca.gov](mailto:postponement@sco.ca.gov)

-----  
Did you...

Submit payment for the exact amount?

Confirm that you have sufficient funds in your account? If your payment is not honored by the bank, the payment is null and void and a \$50.00 "Payment Failure Fee" will be charged in addition to any late payment penalties.

If the delinquent date falls on a Saturday, Sunday or legal holiday, no penalty is charged if payment is made by 5 PM on the next business day.

If any portion of the total amount due is unpaid after 5 PM on June 30, 2019, it will be necessary to pay (a) delinquent penalties, (b) costs, (c) redemption penalties, and (d) a redemption fee. After 5 years of tax delinquency, the Tax Collector has the power to sell tax-defaulted property that is not redeemed.

-----  
Did you...

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City & County of San Francisco  
José Cisneros, Treasurer  
David Augustine, Tax Collector  
Supplemental Property Tax Bill (Secured)  
FOR FISCAL YEAR JULY 1, 2017 THROUGH JUNE 30, 2018

1 Dr. Carlton B. Goodlett Place  
City Hall, Room 140  
San Francisco, CA 94102  
www.sftreasurer.org

Vol 24	Block 3640	Lot 031	Tax Bill No 714343	Mail Date 01/22/2019	Property Location 2731 FOLSOM ST
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Assessee: NAME PRIVATE PER CA AB 2238

**ADDRESS INFORMATION  
NOT AVAILABLE ONLINE**

<b>▶ TOTAL TAX DUE</b>		<b>\$12,745.28</b>
First Installment	Second Installment	
<b>\$6,372.64</b>	<b>\$6,372.64</b>	
<b>PAID</b>	<b>DUE</b>	
<b>02/26/2019</b>	<b>07/01/2019</b>	

Assessed Value			
Description	New Base Year Value	Current Roll	Supplemental Assessment
Land	4,235,000	646,170	3,588,830
Improvement, Structure	1,815,000	1,055,018	759,982
Less HO Exemption			
Less Other Exemption			
<b>Assessed Value Total</b>	<b>6,050,000</b>	<b>1,701,188</b>	<b>4,348,812</b>

Supplemental assessment - see back for details

For The Period 03/26/2018 THROUGH 06/30/2018		
Tax Rate 1.1723%	Rate Factor 25%	Event Date 03/26/2018

Keep this portion for your records. See back of bill for payment options and additional information.



City & County of San Francisco  
Supplemental Property Tax Bill (Secured)  
FOR THE PERIOD 03/26/2018 THROUGH 06/30/2018

Pay online at [SFTREASURER.ORG](http://SFTREASURER.ORG)

Vol 24	Block 3640	Lot 031	Tax Bill No 714343	Mail Date 01/22/2019	Property Location 2731 FOLSOM ST
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Detach stub and return with payment.  
Write your block and lot on your check.  
2nd installment cannot be accepted unless 1st is paid.

**2nd Installment Due**  
**\$6,372.64**

**2**

San Francisco Tax Collector  
Secured Supplemental Property Tax  
P.O. Box 7426  
San Francisco, CA 94120-7426

If paid or postmarked after **JULY 1, 2019**  
the amount due (includes delinquent penalty of 10% and  
other applicable fees) is: **\$7,054.90**

2436400003100 714343 000637264 000063726 071917 2503



City & County of San Francisco  
Supplemental Property Tax Bill (Secured)  
FOR THE PERIOD 03/26/2018 THROUGH 06/30/2018

Pay online at [SFTREASURER.ORG](http://SFTREASURER.ORG)

Vol 24	Block 3640	Lot 031	Tax Bill No 714343	Mail Date 01/22/2019	Property Location 2731 FOLSOM ST
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Detach stub and return with payment.  
Write your block and lot on your check.

**1st Installment Due**  
**\$0.00**

**1**

San Francisco Tax Collector  
Secured Supplemental Property Tax  
P.O. Box 7426  
San Francisco, CA 94120-7426

If paid or postmarked after **FEBRUARY 28, 2019**  
the amount due (includes delinquent penalty  
of 10%) is: **\$0.00**

Pay Now	Contact Us
<p>Online: <a href="http://www.sftreasurer.org">www.sftreasurer.org</a></p> <p>Mail a check payable to "SF Tax Collector" with the bottom portion of bill in the enclosed envelope</p> <p>In person at City Hall, Room 140 8 am - 5 PM, Monday - Friday, excluding holidays. Expect longer than normal wait times around delinquency dates.</p>	<p>Free language assistance Call: 3-1-1 415-701-2311 from outside of San Francisco</p> <p>Submit question online: <a href="http://www.sftreasurer.org/contact-us">www.sftreasurer.org/contact-us</a></p>

Supplemental tax bills are issued in addition to the annual tax bill, generally due to a change in ownership or new construction in accordance with Article XIII A of the California Constitution.

If you disagree with the assessed value as shown on your tax bill, you have the right to an informal assessment review by the Assessor-Recorder's Office. Visit [www.sfassessor.org](http://www.sfassessor.org) for more information. You also have the right to file an application for reduction in assessment for the following year by filing a written application with the Assessment Appeals Board, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 405, San Francisco, CA 94102. The filing period is July 2 to September 15. Visit [www.sfgov.org/aab](http://www.sfgov.org/aab) or call 415-554-6778 for more information. If an informal or formal assessment review is requested, relief from penalties shall apply only to the difference between the Assessor-Recorder's final determination of value and the value on the assessment roll for the fiscal year covered.

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---

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City & County of San Francisco  
José Cisneros, Treasurer  
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Supplemental Property Tax Bill (Secured)  
FOR FISCAL YEAR JULY 1, 2018 THROUGH JUNE 30, 2019

1 Dr. Carlton B. Goodlett Place  
City Hall, Room 140  
San Francisco, CA 94102  
www.sftreasurer.org

Vol 24	Block 3640	Lot 031	Tax Bill No 805240	Mail Date 01/22/2019	Property Location 2731 FOLSOM ST
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Assessee: NAME PRIVATE PER CA AB 2238

**ADDRESS INFORMATION  
NOT AVAILABLE ONLINE**

<b>▶ TOTAL TAX DUE</b>		<b>\$50,181.02</b>
First Installment	Second Installment	
<b>\$25,090.51</b>	<b>\$25,090.51</b>	
<b>PAID</b>	<b>DUE</b>	
<b>02/26/2019</b>	<b>07/01/2019</b>	

Assessed Value			
Description	New Base Year Value	Current Roll	Supplemental Assessment
Land	4,235,000	659,092	3,575,908
Improvement, Structure	1,815,000	1,076,116	738,884
Less HO Exemption	7,000	7,000	
Less Other Exemption			
<b>Assessed Value Total</b>	<b>6,043,000</b>	<b>1,728,208</b>	<b>4,314,792</b>

Supplemental assessment - see back for details

For The Period 07/01/2018 THROUGH 06/30/2019		
Tax Rate 1.1630%	Rate Factor 100%	Event Date 03/26/2018

Keep this portion for your records. See back of bill for payment options and additional information.



City & County of San Francisco  
Supplemental Property Tax Bill (Secured)  
FOR THE PERIOD 07/01/2018 THROUGH 06/30/2019

Pay online at [SFTREASURER.ORG](http://SFTREASURER.ORG)

Vol 24	Block 3640	Lot 031	Tax Bill No 805240	Mail Date 01/22/2019	Property Location 2731 FOLSOM ST
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Detach stub and return with payment.  
Write your block and lot on your check.  
2nd installment cannot be accepted unless 1st is paid.

**2nd Installment Due**  
**\$25,090.51**

**2**

San Francisco Tax Collector  
Secured Supplemental Property Tax  
P.O. Box 7426  
San Francisco, CA 94120-7426

If paid or postmarked after **JULY 1, 2019**  
the amount due (includes delinquent penalty of 10% and  
other applicable fees) is: **\$27,644.56**

2436400003100 805240 002509051 000250905 071918 2503



City & County of San Francisco  
Supplemental Property Tax Bill (Secured)  
FOR THE PERIOD 07/01/2018 THROUGH 06/30/2019

Pay online at [SFTREASURER.ORG](http://SFTREASURER.ORG)

Vol 24	Block 3640	Lot 031	Tax Bill No 805240	Mail Date 01/22/2019	Property Location 2731 FOLSOM ST
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Detach stub and return with payment.  
Write your block and lot on your check.

**1st Installment Due**  
**\$ .00**

**1**

San Francisco Tax Collector  
Secured Supplemental Property Tax  
P.O. Box 7426  
San Francisco, CA 94120-7426

If paid or postmarked after **FEBRUARY 28, 2019**  
the amount due (includes delinquent penalty  
of 10%) is: **\$ .00**

Pay Now	Contact Us
<p>Online: <a href="http://www.sftreasurer.org">www.sftreasurer.org</a></p> <p>Mail a check payable to "SF Tax Collector" with the bottom portion of bill in the enclosed envelope</p> <p>In person at City Hall, Room 140 8 am - 5 PM, Monday - Friday, excluding holidays. Expect longer than normal wait times around delinquency dates.</p>	<p>Free language assistance Call: 3-1-1 415-701-2311 from outside of San Francisco</p> <p>Submit question online: <a href="http://www.sftreasurer.org/contact-us">www.sftreasurer.org/contact-us</a></p>

Supplemental tax bills are issued in addition to the annual tax bill, generally due to a change in ownership or new construction in accordance with Article XIII A of the California Constitution.

If you disagree with the assessed value as shown on your tax bill, you have the right to an informal assessment review by the Assessor-Recorder's Office. Visit [www.sfassessor.org](http://www.sfassessor.org) for more information. You also have the right to file an application for reduction in assessment for the following year by filing a written application with the Assessment Appeals Board, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 405, San Francisco, CA 94102. The filing period is July 2 to September 15. Visit [www.sfgov.org/aab](http://www.sfgov.org/aab) or call 415-554-6778 for more information. If an informal or formal assessment review is requested, relief from penalties shall apply only to the difference between the Assessor-Recorder's final determination of value and the value on the assessment roll for the fiscal year covered.

**Property Tax Postponement for Senior Citizens, Blind, or Disabled Persons**

The State Controller's Office (SCO) administers the Property Tax Postponement (PTP) program, which allows eligible homeowners to postpone payment of current year property taxes on their primary residence. PTP applications are accepted from October 1 to February 10 each year. Go to the SCO website at [www.sco.ca.gov/ardtax\\_prop\\_tax\\_postponement.html](http://www.sco.ca.gov/ardtax_prop_tax_postponement.html) for more information. If you have any questions or to request an application, call 1-800-952-5661 or email [postponement@sco.ca.gov](mailto:postponement@sco.ca.gov)

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Did you...

Submit payment for the exact amount?

Confirm that you have sufficient funds in your account? If your payment is not honored by the bank, the payment is null and void and a \$50.00 "Payment Failure Fee" will be charged in addition to any late payment penalties.

If the delinquent date falls on a Saturday, Sunday or legal holiday, no penalty is charged if payment is made by 5 PM on the next business day.

If any portion of the total amount due is unpaid after 5 PM on June 30, 2019, it will be necessary to pay (a) delinquent penalties, (b) costs, (c) redemption penalties, and (d) a redemption fee. After 5 years of tax delinquency, the Tax Collector has the power to sell tax-defaulted property that is not redeemed.

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Did you...

Submit payment for the exact amount?

Confirm that you have sufficient funds in your account? If your payment is not honored by the bank, the payment is null and void and a \$50.00 "Payment Failure Fee" will be charged in addition to any late payment penalties.

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## VII. RENTAL INCOME INFORMATION

### Rental Income

Address	Square Footage	Rental Income
2731 Folsom Street		owner occupied
2733 Folsom Street		owner occupied
2735 Folsom Street	1,688 sqft	\$7,435.71 per month*

\* Current market rent (monthly) = \$9,000

ARCHITECTURE  
PLANNING & RESEARCH  
BUILDING TECHNOLOGY

[www.page-turnbull.com](http://www.page-turnbull.com)

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San Francisco, California 94108  
415.362.5154 / 415.362.5560 fax

2401 C Street, Suite B  
Sacramento, California 95816  
916.930.9903 / 916.930.9904 fax

417 S. Hill Street, Suite 211  
Los Angeles, California 90013  
213.221.1200 / 213.221.1209 fax

