

Application Packet Checklist

Complete the checklist below and submit it with the APPLICATION PACKET.

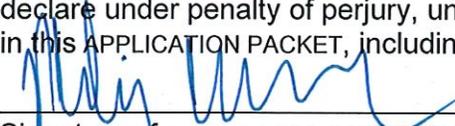
An APPLICATION PACKET will not be considered complete unless all items on the checklist are submitted. Each grant PROJECT requires its own application.

Check if included	Check if not applicable	Application Item	Procedure Guide Page #	Signed by AUTHORIZED REPRESENTATIVE <input checked="" type="checkbox"/>	Application Packet Page #
<input checked="" type="checkbox"/>		Application Packet Checklist Digital file name: WestPortalchecklist.pdf	Pg. 1		Pg. <u> 1 </u>
<input checked="" type="checkbox"/>		Application Digital file name: WestPortalapplication.pdf	Pg. 2	<input checked="" type="checkbox"/>	Pg. <u> 2 </u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Acquisition Requirements	Pg. NA		Pg. <u> </u>
<input checked="" type="checkbox"/>		Project Grant Scope/Cost Estimate Digital file name: WestPortalscope.pdf	Pg. 3	<input checked="" type="checkbox"/>	Pg. <u> 3 </u>
<input checked="" type="checkbox"/>		Funding Sources Digital file name: westportalfundingsources.pdf	Pg. 4		Pg. <u> 4 </u>
<input checked="" type="checkbox"/>		CEQA Compliance Certification Digital file name: WestPortal ceqa.pdf	Pg. 5	<input checked="" type="checkbox"/>	Pg. <u> 5 </u>
<input checked="" type="checkbox"/>		Land Tenure Digital file names: ownership.pdf	Pg.		Pg. <u> 11 </u>
<input checked="" type="checkbox"/>		Site Plan Digital file name: WestPortalsiteplan.pdf	Pg.		Pg. <u> 14 </u>



State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Specified Grant Project Application Form

PROJECT NAME West Portal Playground	REQUESTED PROJECT AMOUNT \$ <u>400,000</u>	
PROJECT SITE NAME and PHYSICAL ADDRESS West Portal Playground 131 Lenox Way, San Francisco, CA 94127	LAND TENURE (<input checked="" type="checkbox"/> all that apply) <input checked="" type="checkbox"/> Owned in fee simple by APPLICANT <input type="checkbox"/> Available (or will be available) under a _____ year lease or easement	
NEAREST CROSS STREET Uilloa Street		
Project is for Acquisition <input type="checkbox"/> Development <input checked="" type="checkbox"/> Combination <input type="checkbox"/>		
COUNTY OF PROJECT LOCATION San Francisco		
APPLICANT NAME AND MAILING ADDRESS San Francisco Recreation and Park Department 30 Van Ness Avenue, Suite 3000 San Francisco, CA 94102-6062		
AUTHORIZED REPRESENTATIVE AS SHOWN IN RESOLUTION		
Philip A. Ginsburg, General Manager Name (typed or printed) and Title	phil.ginsburg@sfgov.org Email address	415 831-2701 Phone
GRANT CONTACT - For administration of grant (if different from AUTHORIZED REPRESENTATIVE)		
Toni Moran, Grant Manager Name (typed or printed) and Title	toni.moran@sfgov.org Email address	415 581-2555 Phone
GRANT SCOPE: I represent and warrant that this APPLICATION PACKET describes the intended use of the requested GRANT to complete the items listed in the attached Grant Scope/Cost Estimate Form. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this APPLICATION PACKET, including required attachments, is accurate.		
Signature of AUTHORIZED REPRESENTATIVE as shown in Resolution 		Date <u>11.14.19</u>
Print Name	<u>Philip A. Ginsburg</u>	
Title	<u>General Manager</u>	



State of California – The Natural Resources Agency
 DEPARTMENT OF PARKS AND RECREATION
Project Scope/Cost Estimate Form

Acquisition (if applicable)	Estimated cost
# of acres: Parcel number(s):	
Relocation costs (if applicable)	\$
Other costs: appraisals, escrow fees, title insurance fees, deed restriction recordation costs, etc.	\$
Pre-Construction (costs incurred prior to breaking ground, examples include: design, permits, CEQA)	Estimated cost
	\$
	\$
Features (examples include: community center, playground, trail, swimming pool)	Estimated cost
Playground: demolition of existing playground and installation of new playground, including play equipment, surfacing and associated site work	\$ 1,727,800
Nature Nook: installation of nature exploration area and associated site work, including concrete and electrical work and planting and irrigation	\$ 546,700
Site signage and furnishings	\$ 30,000
Major support amenities (permanently-fixed, stand-alone items which support features and cost over \$50,000. Examples include: restrooms, parking lots, lighting)	Estimated cost
	\$
	Estimated TOTAL PROJECT COST
PROJECT Application Amount: \$ 400,000	\$ 2,304,500

The GRANTEE understands that this form will be used to establish ELIGIBLE COSTS, and that all of the recreation features and major support amenities listed on this form must be completed and open to the public before final PROJECT payment is processed as specified in the final payments section found on page 20 of this guide.

(Signature)  Date 11-14-19
 AUTHORIZED REPRESENTATIVE



State of California – The Natural Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Funding Sources

Projects funded by the program are not complete until all grant scope items are complete and open to the public.

If Specified grant funds will be used as part of the funding for a larger project, briefly describe the scope of that larger project:

This application does not include project management, architecture and engineering, construction management or other pre-construction costs. These costs were covered by other funding sources.

The total cost of the larger project that these grant funds will contribute to is \$3,550,000

Anticipated completion date: Summer 2019

List all funds that will be used:

Funding source	Date Committed	Amount
State of California 2019-20 Budget Act Local Assistance Specified Grant	July 1, 2019	\$400,000
D7 Addback Funds FY 2014-2019	FYs 2014 - 2019	\$750,000
2012 Clean and Safe Neighborhood Park Bond (CSNPB) (Community Opportunity Fund)	FY 14-15	\$800,000
SF Park Alliance Grant (Let'sPlaySF!)	FYs 2018-2020	\$1,147,000
RPD Deferred Maintenance Funds	FYs 2018-2019	\$100,000
RPD Open Space Funds	FY 18/19	\$250,000
2012 CSNPB (Let'sPlaySF!)	FY 18-19	\$103,000

Submit a revised Funding Sources Form should funding sources be modified.



State of California – The Natural Resources Agency
 DEPARTMENT OF PARKS AND RECREATION
CEQA Compliance Certification

GRANTEE: City and County of San Francisco, Recreation and Park Department

Project Name: West Portal Playground Project

Project Address: 131 Lennox Way, San Francisco, CA 94127

Is CEQA complete? Yes No Is completing CEQA a project scope item? Yes No

What document was filed, or is expected to be filed for this project's CEQA analysis (check one):

- | | |
|--|--|
| | Date complete/expected to be completed |
| <input type="checkbox"/> Notice of Exemption (attach recorded copy when filed) | _____ |
| <input type="checkbox"/> Notice of Determination (attach recorded copy when filed) | _____ |
| <input checked="" type="checkbox"/> Other: <u>CEQA Categorical Exemption Determination</u> | <u>11.07 2017</u> |

If CEQA is complete, and a Notice of Exemption or Notice of Determination was not filed, attach a letter from the Lead Agency explaining why, certifying the project has complied with CEQA and noting the date that the project was approved by the Lead Agency.

Lead Agency Contact Information:

Agency Name: San Francisco Planning Department

Contact Person: Elizabeth Gordon Jonckheer

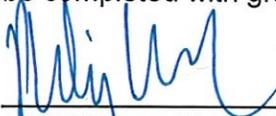
Mailing Address: 1650 Mission Street, Suite #400, San Francisco, CA 94103

Phone: (415) 575-8728 Email: elizabeth.gordon-jonckheer@sfgov.org

Certification:

I hereby certify that the above referenced Lead Agency has complied or will comply with the California Environmental Quality Act (CEQA) and that the project is described in adequate and sufficient detail to allow the project's construction or acquisition.

I further certify that the CEQA analysis for this project encompasses all aspects of the work to be completed with grant funds.



AUTHORIZED REPRESENTATIVE
(Signature)

11-14-19

 Date

Philip A. Ginsburg, General Manager

 AUTHORIZED REPRESENTATIVE
(Printed Name and Title)

FOR OGALS USE ONLY		
CEQA Document	Date Received	PO Initials
<input type="checkbox"/> NOE <input type="checkbox"/> NOD		



SAN FRANCISCO PLANNING DEPARTMENT

CEQA Categorical Exemption Determination

PROPERTY INFORMATION/PROJECT DESCRIPTION

Project Address		Block/Lot(s)	
RPD West Portal Playground Improvements		2979/013A	
Case No.	Permit No.	Plans Dated	
2016-008794ENV			
<input checked="" type="checkbox"/> Addition/ Alteration	<input type="checkbox"/> Demolition (requires HRER if over 45 years old)	<input type="checkbox"/> New Construction	<input type="checkbox"/> Project Modification (GO TO STEP 7)
Project description for Planning Department approval. Redesign playground and add new equipment, new seating area.			

STEP 1: EXEMPTION CLASS

TO BE COMPLETED BY PROJECT PLANNER

Note: If neither class applies, an <i>Environmental Evaluation Application</i> is required.	
<input checked="" type="checkbox"/>	Class 1 – Existing Facilities. Interior and exterior alterations; additions under 10,000 sq. ft.
<input type="checkbox"/>	Class 3 – New Construction/ Conversion of Small Structures. Up to three (3) new single-family residences or six (6) dwelling units in one building; commercial/office structures; utility extensions, ; ; change of use under 10,000 sq. ft. if principally permitted or with a CU. Change of use under 10,000 sq. ft. if principally permitted or with a CU.
<input type="checkbox"/>	Class ___

STEP 2: CEQA IMPACTS

TO BE COMPLETED BY PROJECT PLANNER

If any box is checked below, an <i>Environmental Evaluation Application</i> is required.	
<input type="checkbox"/>	Air Quality: Would the project add new sensitive receptors (specifically, schools, day care facilities, hospitals, residential dwellings, and senior-care facilities) within an Air Pollution Exposure Zone? Does the project have the potential to emit substantial pollutant concentrations (e.g., backup diesel generators, heavy industry, diesel trucks)? <i>Exceptions: do not check box if the applicant presents documentation of enrollment in the San Francisco Department of Public Health (DPH) Article 38 program and the project would not have the potential to emit substantial pollutant concentrations. (refer to EP_ArcMap > CEQA Catex Determination Layers > Air Pollutant Exposure Zone)</i>
<input type="checkbox"/>	Hazardous Materials: If the project site is located on the Maher map or is suspected of containing hazardous materials (based on a previous use such as gas station, auto repair, dry cleaners, or heavy manufacturing, or a site with underground storage tanks): Would the project involve 50 cubic yards or more of soil disturbance - or a change of use from industrial to residential? If yes, this box must be checked and the project applicant must submit an Environmental Application with a Phase I Environmental Site Assessment. <i>Exceptions: do not check box if the applicant presents documentation of enrollment in the San Francisco Department of Public Health (DPH) Maher program, a DPH waiver from the</i>

	<i>Maher program, or other documentation from Environmental Planning staff that hazardous material effects would be less than significant (refer to EP_ArcMap > Maher layer).</i>
<input type="checkbox"/>	Transportation: Does the project create six (6) or more net new parking spaces or residential units? Does the project have the potential to adversely affect transit, pedestrian and/or bicycle safety (hazards) or the adequacy of nearby transit, pedestrian and/or bicycle facilities?
<input type="checkbox"/>	Archeological Resources: Would the project result in soil disturbance/modification greater than two (2) feet below grade in an archeological sensitive area or eight (8) feet in a non-archeological sensitive area? (refer to EP_ArcMap > CEQA Catex Determination Layers > Archeological Sensitive Area)
<input type="checkbox"/>	Subdivision/Lot Line Adjustment: Does the project site involve a subdivision or lot line adjustment on a lot with a slope average of 20% or more? (refer to EP_ArcMap > CEQA Catex Determination Layers > Topography)
<input type="checkbox"/>	Slope = or > 20%: Does the project involve any of the following: (1) square footage expansion greater than 1,000 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? (refer to EP_ArcMap > CEQA Catex Determination Layers > Topography) If box is checked, a geotechnical report is required.
<input type="checkbox"/>	Seismic: Landslide Zone: Does the project involve any of the following: (1) square footage expansion greater than 1,000 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? (refer to EP_ArcMap > CEQA Catex Determination Layers > Seismic Hazard Zones) If box is checked, a geotechnical report is required.
<input type="checkbox"/>	Seismic: Liquefaction Zone: Does the project involve any of the following: (1) square footage expansion greater than 1,000 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? (refer to EP_ArcMap > CEQA Catex Determination Layers > Seismic Hazard Zones) If box is checked, a geotechnical report will likely be required.
If no boxes are checked above, GO TO STEP 3. If one or more boxes are checked above, an <u>Environmental Evaluation Application</u> is required, unless reviewed by an Environmental Planner.	
<input checked="" type="checkbox"/>	Project can proceed with categorical exemption review. The project does not trigger any of the CEQA impacts listed above.
Comments and Planner Signature (optional): Laura Lynch <small>Digitally signed by Laura Lynch DN: cn=Laura Lynch, o=San Francisco Planning Department, ou=Environmental Planning, email=llynch@sfplanning.org, c=US</small>	

**STEP 3: PROPERTY STATUS – HISTORIC RESOURCE
TO BE COMPLETED BY PROJECT PLANNER**

PROPERTY IS ONE OF THE FOLLOWING: (refer to Parcel Information Map)	
<input type="checkbox"/>	Category A: Known Historical Resource. GO TO STEP 5.
<input checked="" type="checkbox"/>	Category B: Potential Historical Resource (over 45 years of age). GO TO STEP 4.
<input type="checkbox"/>	Category C: Not a Historical Resource or Not Age Eligible (under 45 years of age). GO TO STEP 6.

**STEP 4: PROPOSED WORK CHECKLIST
TO BE COMPLETED BY PROJECT PLANNER**

Check all that apply to the project.	
<input type="checkbox"/>	1. Change of use and new construction. Tenant improvements not included.
<input type="checkbox"/>	2. Regular maintenance or repair to correct or repair deterioration, decay, or damage to building.
<input type="checkbox"/>	3. Window replacement that meets the Department's <i>Window Replacement Standards</i> . Does not include storefront window alterations.
<input type="checkbox"/>	4. Garage work. A new opening that meets the <i>Guidelines for Adding Garages and Curb Cuts</i> , and/or replacement of a garage door in an existing opening that meets the Residential Design Guidelines.
<input type="checkbox"/>	5. Deck, terrace construction, or fences not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	6. Mechanical equipment installation that is not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	7. Dormer installation that meets the requirements for exemption from public notification under <i>Zoning Administrator Bulletin No. 3: Dormer Windows</i> .
<input type="checkbox"/>	8. Addition(s) that are not visible from any immediately adjacent public right-of-way for 150 feet in each direction; does not extend vertically beyond the floor level of the top story of the structure or is only a single story in height; does not have a footprint that is more than 50% larger than that of the original building; and does not cause the removal of architectural significant roofing features.
Note: Project Planner must check box below before proceeding.	
<input checked="" type="checkbox"/>	Project is not listed. GO TO STEP 5.
<input type="checkbox"/>	Project does not conform to the scopes of work. GO TO STEP 5.
<input type="checkbox"/>	Project involves four or more work descriptions. GO TO STEP 5.
<input type="checkbox"/>	Project involves less than four work descriptions. GO TO STEP 6.

**STEP 5: CEQA IMPACTS – ADVANCED HISTORICAL REVIEW
TO BE COMPLETED BY PRESERVATION PLANNER**

Check all that apply to the project.	
<input type="checkbox"/>	1. Project involves a known historical resource (CEQA Category A) as determined by Step 3 and conforms entirely to proposed work checklist in Step 4.
<input type="checkbox"/>	2. Interior alterations to publicly accessible spaces.
<input type="checkbox"/>	3. Window replacement of original/historic windows that are not "in-kind" but are consistent with existing historic character.
<input type="checkbox"/>	4. Façade/storefront alterations that do not remove, alter, or obscure character-defining features.
<input type="checkbox"/>	5. Raising the building in a manner that does not remove, alter, or obscure character-defining features.
<input type="checkbox"/>	6. Restoration based upon documented evidence of a building's historic condition, such as historic photographs, plans, physical evidence, or similar buildings.
<input type="checkbox"/>	7. Addition(s), including mechanical equipment that are minimally visible from a public right-of-way and meet the <i>Secretary of the Interior's Standards for Rehabilitation</i> .
<input checked="" type="checkbox"/>	8. Other work consistent with the <i>Secretary of the Interior Standards for the Treatment of Historic Properties</i> (specify or add comments): Work consistent with Standards. No impact to any potential historic features; playground and grounds previously significantly altered in 1993, and clubhouse is a non-contributor to CR-eligible discontinuous historic district due to demolition of original building.

<input type="checkbox"/>	<p>9. Other work that would not materially impair a historic district (specify or add comments):</p> <p><i>(Requires approval by Senior Preservation Planner/Preservation Coordinator)</i> _____</p>
<input type="checkbox"/>	<p>10. Reclassification of property status. <i>(Requires approval by Senior Preservation Planner/Preservation Coordinator)</i></p> <p><input type="checkbox"/> Reclassify to Category A <input type="checkbox"/> Reclassify to Category C</p> <p>a. Per HRER dated: _____ <i>(attach HRER)</i></p> <p>b. Other <i>(specify)</i>:</p>
<p>Note: If ANY box in STEP 5 above is checked, a Preservation Planner MUST check one box below.</p>	
<input type="checkbox"/>	<p>Further environmental review required. Based on the information provided, the project requires an <i>Environmental Evaluation Application</i> to be submitted. GO TO STEP 6.</p>
<input checked="" type="checkbox"/>	<p>Project can proceed with categorical exemption review. The project has been reviewed by the Preservation Planner and can proceed with categorical exemption review. GO TO STEP 6.</p>
<p>Comments <i>(optional)</i>:</p>	
<p>Preservation Planner Signature: Elizabeth Gordon Jonckheer <small>Digitally signed by Elizabeth Gordon Jonckheer DN: dc=org, dc=sfgov, dc=cityplanning, ou=CityPlanning, ou=Current Planning, cn=Elizabeth Gordon Jonckheer, email=Elizabeth.Gordon-Jonckheer@sfgov.org Date: 2017.11.07 17:18:26 -08'00'</small></p>	

STEP 6: CATEGORICAL EXEMPTION DETERMINATION
TO BE COMPLETED BY PROJECT PLANNER

<input type="checkbox"/>	<p>Further environmental review required. Proposed project does not meet scopes of work in either <i>(check all that apply)</i>:</p> <p><input type="checkbox"/> Step 2 – CEQA Impacts</p> <p><input type="checkbox"/> Step 5 – Advanced Historical Review</p> <p>STOP! Must file an <i>Environmental Evaluation Application</i>.</p>	
<input checked="" type="checkbox"/>	<p>No further environmental review is required. The project is categorically exempt under CEQA.</p>	
	<p>Planner Name: E. Jonckheer</p>	<p>Signature:</p>
	<p>Project Approval Action:</p>	<p>Elizabeth Gordon Jonckheer</p> <p><small>Digitally signed by Elizabeth Gordon Jonckheer DN: dc=org, dc=sfgov, dc=cityplanning, ou=CityPlanning, ou=Current Planning, cn=Elizabeth Gordon Jonckheer, email=Elizabeth.Gordon-Jonckheer@sfgov.org Date: 2017.11.07 17:18:26 -08'00'</small></p>
	<p>Other (please specify) RPC</p> <p>If Discretionary Review before the Planning Commission is requested, the Discretionary Review hearing is the Approval Action for the project.</p>	
<p>Once signed or stamped and dated, this document constitutes a categorical exemption pursuant to CEQA Guidelines and Chapter 31 of the Administrative Code.</p> <p>In accordance with Chapter 31 of the San Francisco Administrative Code, an appeal of an exemption determination can only be filed within 30 days of the project receiving the first approval action.</p>		

STEP 7: MODIFICATION OF A CEQA EXEMPT PROJECT

TO BE COMPLETED BY PROJECT PLANNER

In accordance with Chapter 31 of the San Francisco Administrative Code, when a California Environmental Quality Act (CEQA) exempt project changes after the Approval Action and requires a subsequent approval, the Environmental Review Officer (or his or her designee) must determine whether the proposed change constitutes a substantial modification of that project. This checklist shall be used to determine whether the proposed changes to the approved project would constitute a "substantial modification" and, therefore, be subject to additional environmental review pursuant to CEQA.

PROPERTY INFORMATION/PROJECT DESCRIPTION

Project Address (If different than front page)		Block/Lot(s) (If different than front page)
Case No.	Previous Building Permit No.	New Building Permit No.
Plans Dated	Previous Approval Action	New Approval Action
Modified Project Description:		

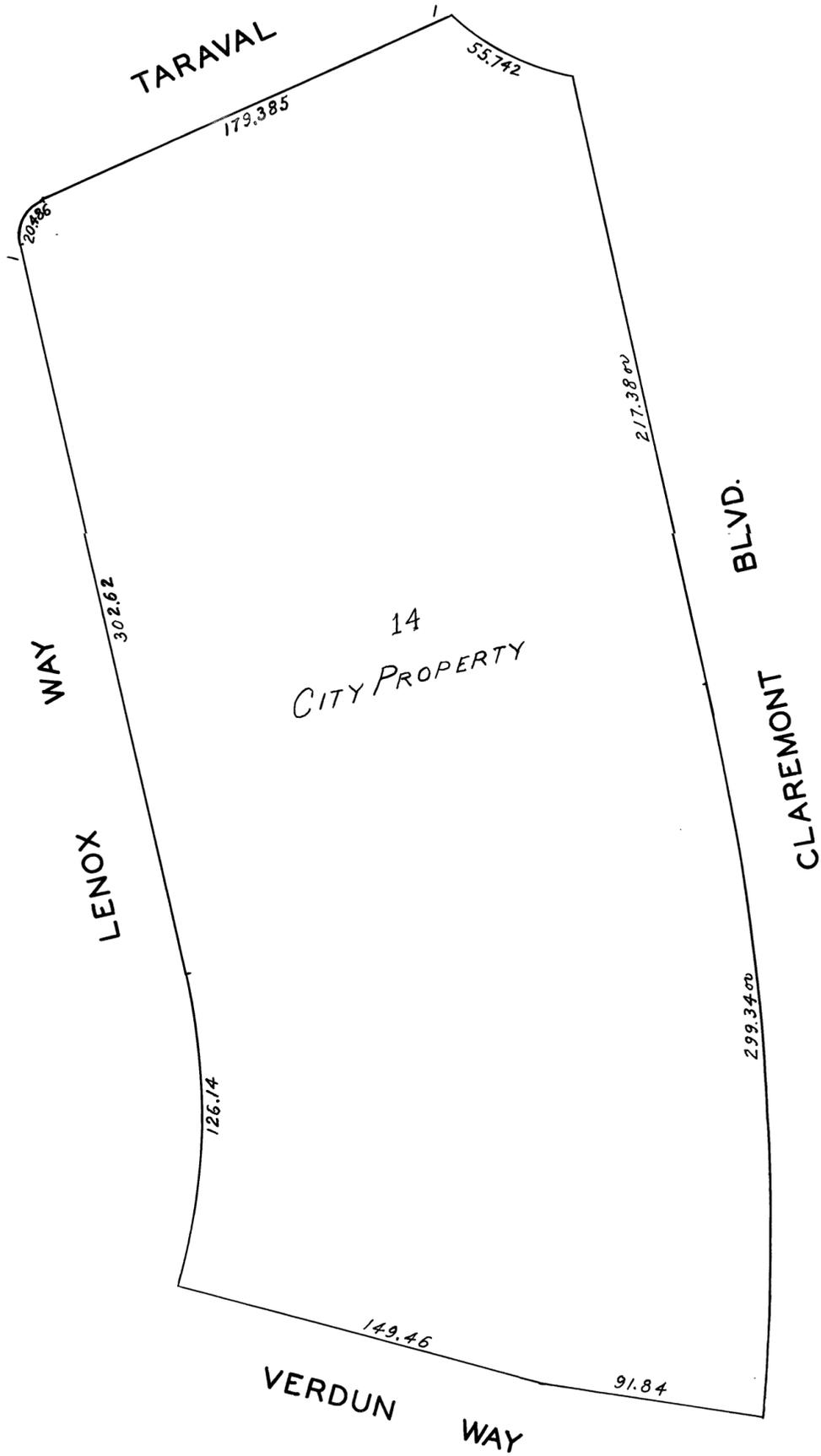
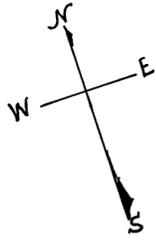
DETERMINATION IF PROJECT CONSTITUTES SUBSTANTIAL MODIFICATION

Compared to the approved project, would the modified project:	
<input type="checkbox"/>	Result in expansion of the building envelope, as defined in the Planning Code;
<input type="checkbox"/>	Result in the change of use that would require public notice under Planning Code Sections 311 or 312;
<input type="checkbox"/>	Result in demolition as defined under Planning Code Section 317 or 19005(f)?
<input type="checkbox"/>	Is any information being presented that was not known and could not have been known at the time of the original determination, that shows the originally approved project may no longer qualify for the exemption?
If at least one of the above boxes is checked, further environmental review is required. ATEX FORM	

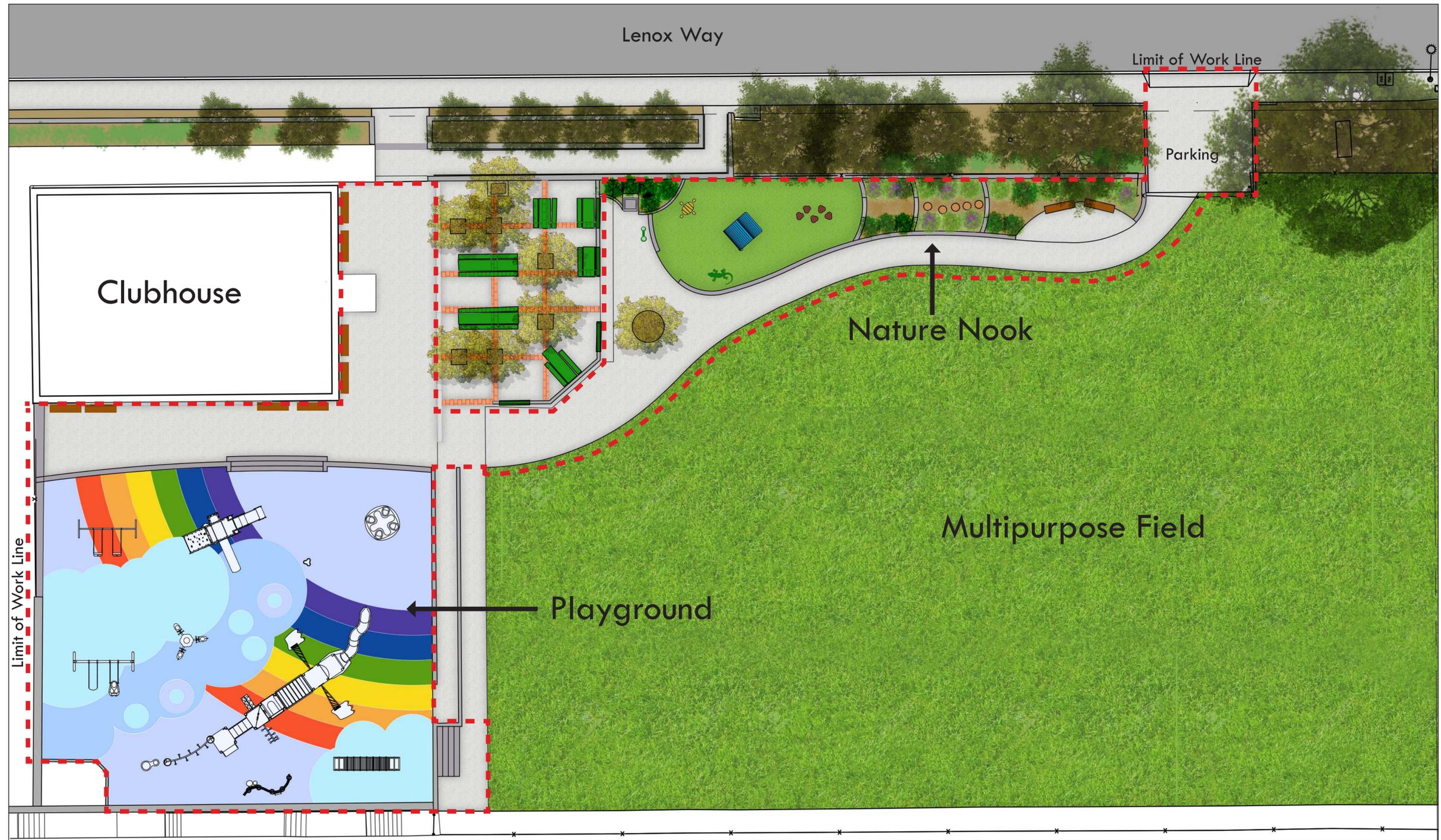
DETERMINATION OF NO SUBSTANTIAL MODIFICATION

<input type="checkbox"/>	The proposed modification would not result in any of the above changes.
If this box is checked, the proposed modifications are categorically exempt under CEQA, in accordance with prior project approval and no additional environmental review is required. This determination shall be posted on the Planning Department website and office and mailed to the applicant, City approving entities, and anyone requesting written notice.	
Planner Name:	Signature or Stamp:

PART OF CLAREMONT CRT. &
MERRITT TER. ADDN.



For continuation of Block see next page



Site Plan Diagram

Not to Scale N →

PROJECT TEAM

Project Manager
 Jacqueline Ho
 Recreation and Parks Department

Design Team
 Edward Chin, Landscape Architect
 Lauren McClure, Landscape Designer
 San Francisco Public Works

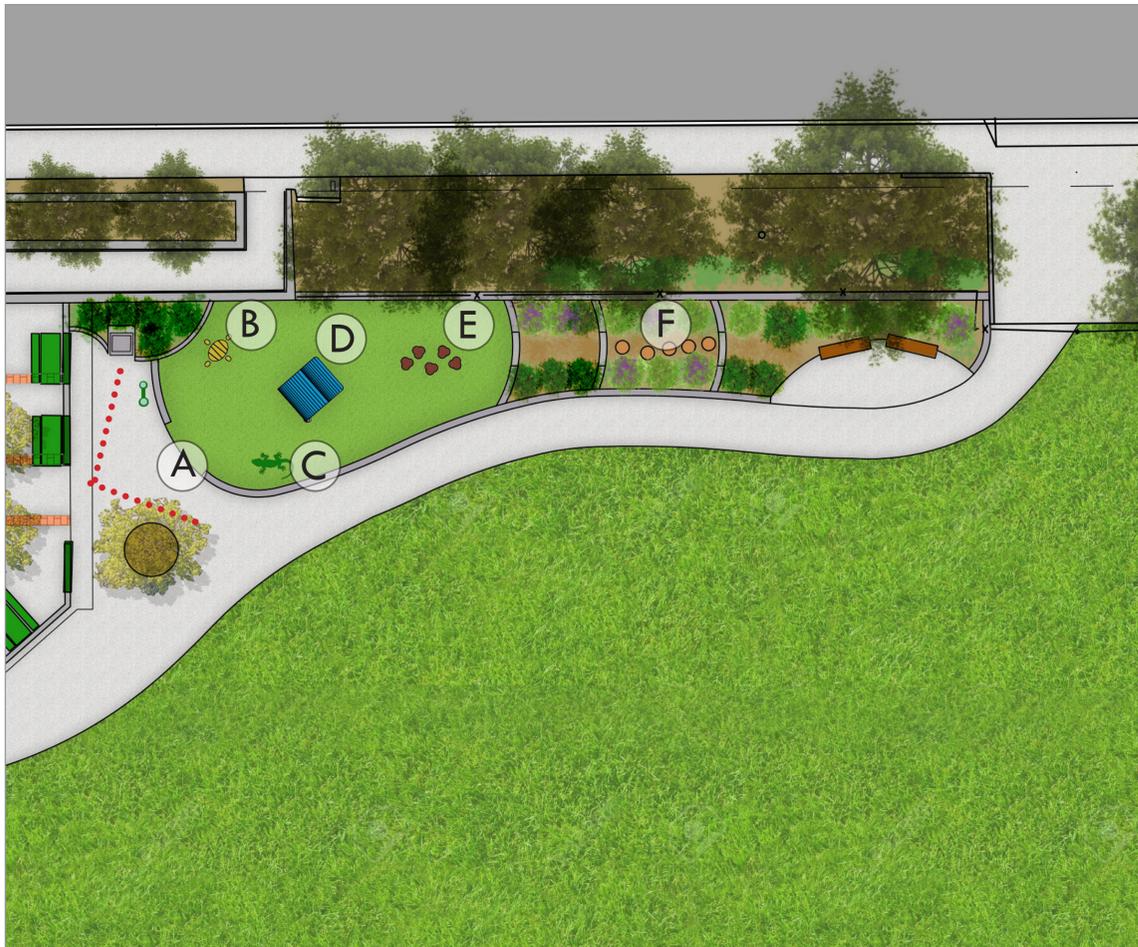
Rec and Park Management
 Lisa Bransten, RPD Director of Partnerships, Let's Play SF
 Abigail Maher, RPD Partnerships, Let's Play SF
 Robert Muhammad, RPD Park Service Manager
 Eric Hill, RPD Park Section Supervisor

Community Support
 Friends of West Portal Playground
 Supervisor Norman Yee

Supported By
 Community Opportunity Fund
 Let's Play SF, SF Parks Alliance
 Friends of West Portal Playground
 Greater West Portal Neighborhood Association



Concept Design



Site Plan Diagram_NTS N→



Perspective Sketch



A



B



C



D



E



F

Precedent Images

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Project Manager
 Jacqueline Ho
 Recreation and Parks Department

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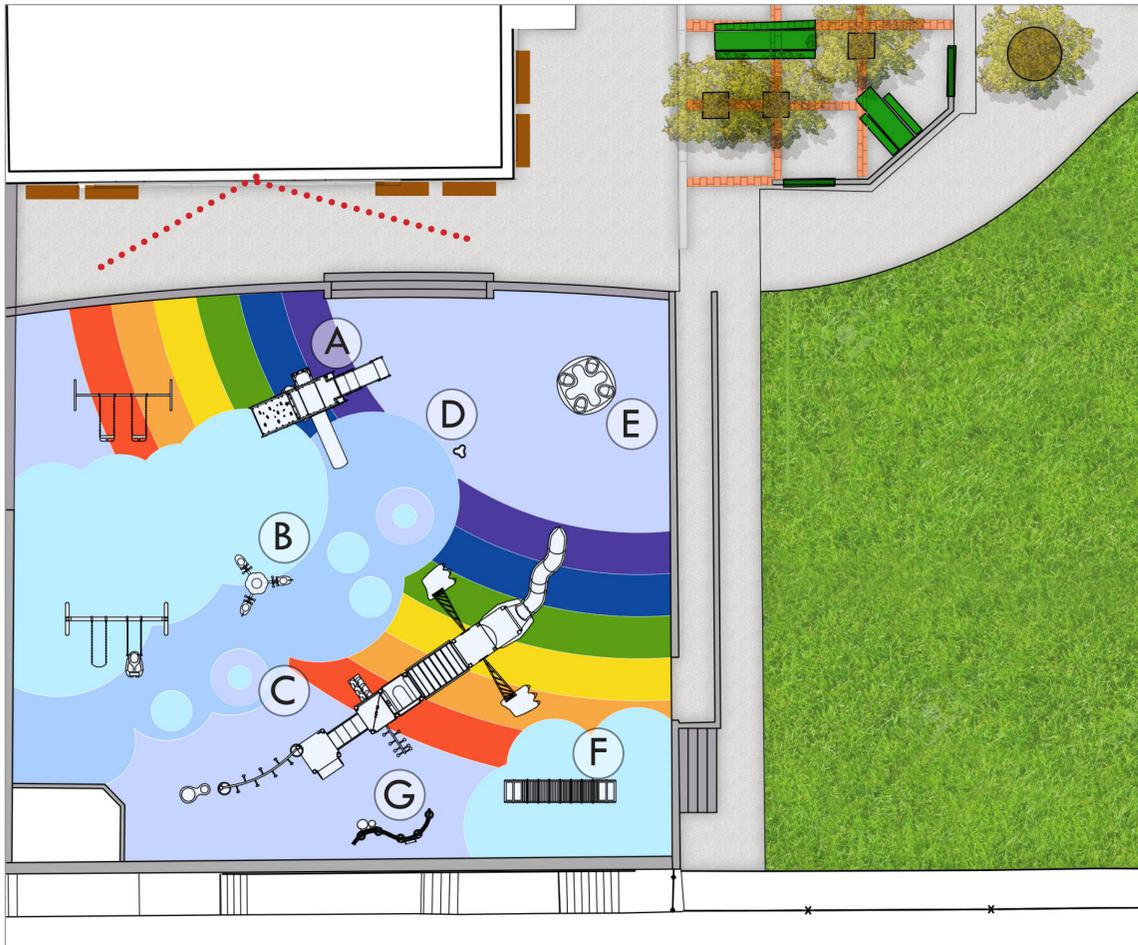
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 Edward Chin, Landscape Architect
 Lauren McClure, Landscape Designer
 San Francisco Public Works

Community Support
 Friends of West Portal Playground
 Supervisor Norman Yee



Nature Nook

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Site Plan Diagram_NTS N→



Perspective Sketch



A



B



C



D



E



F



G

Precedent Images



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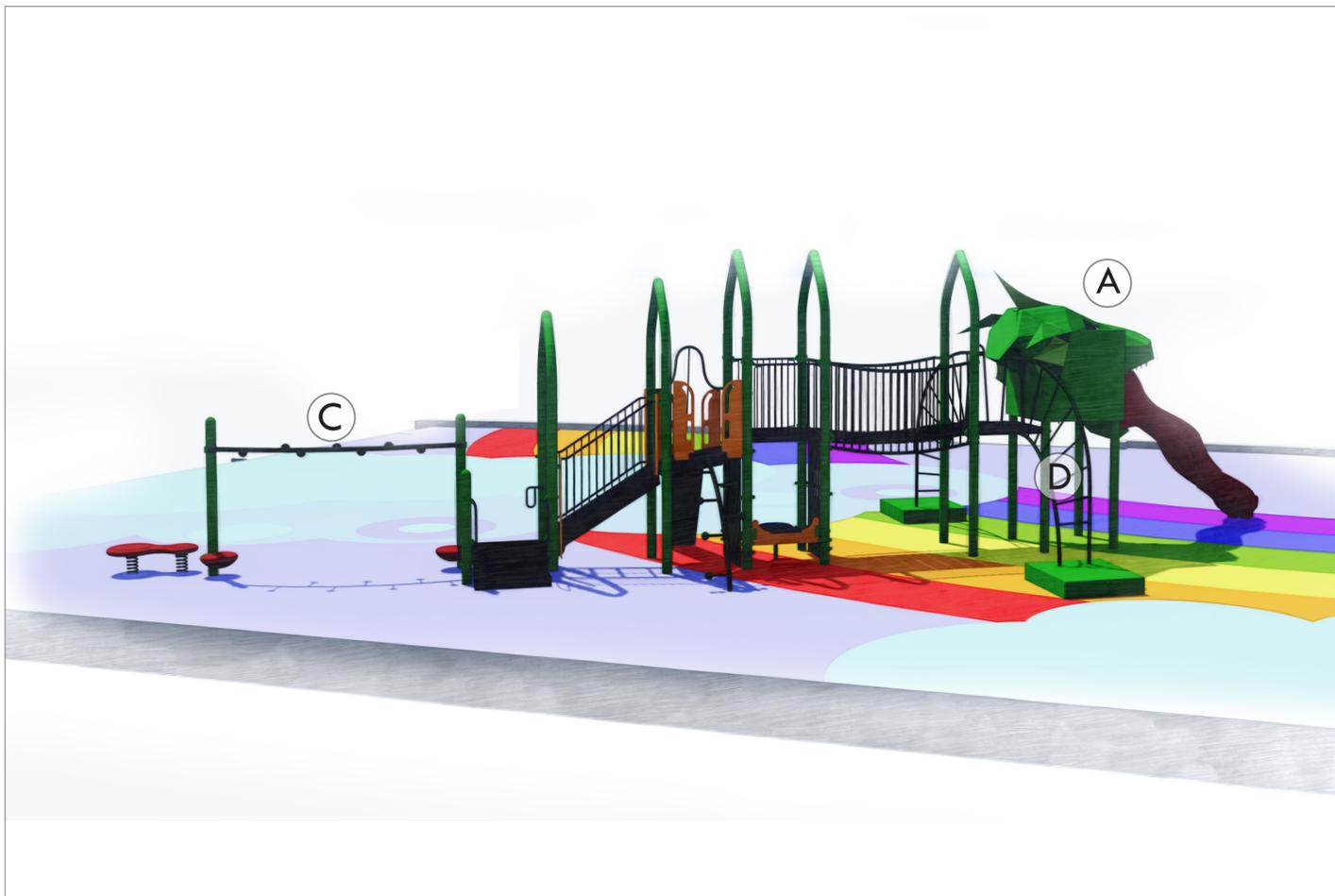
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 Greater West Portal Neighborhood Association

Playground

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Play Structure Concept



A



B



C



B



C



D

Precedent Images



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Greater West Portal Neighborhood Association

Dragon Play Structure

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