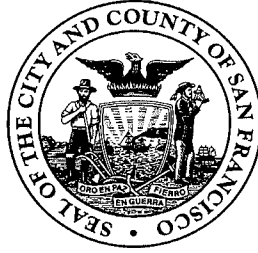


BOARD of SUPERVISORS



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

October 23, 2015

Rachel Mansfield-Howlett  
Provencher & Flatt, LLP  
823 Sonoma Avenue  
Santa Rosa, CA 95404

**Subject: Appeal of Conditional Use, Office Space Allocations, and California Environmental Quality Act (CEQA) Certification of Final Environmental Impact Report - 5M Project**

Dear Ms. Mansfield-Howlett:

The Office of the Clerk of the Board is in receipt of a memorandum dated October 21, 2015, from the Planning Department regarding their determination on the timeliness of your filing of appeal of the California Environmental Quality Act certification of the Final Environmental Impact Report for the proposed project at 925 Mission Street and nearby parcels, also known as the 5M Project.

The Planning Department has determined that the appeal was filed in a timely manner.

The appeal filing period for both the Conditional Use approvals and the CEQA certification closed on Monday, October 19, 2015. As you know, the Conditional Use appeal was filed with the subscription of five members of the Board of Supervisors, and therefore meets the filing requirements of Planning Code, Section 308.1.

Pursuant to Administrative Code, Section 31.16, and Planning Code, Section 308.1, a hearing date has been scheduled for **Tuesday, November 17, 2015, at 3:00 p.m.**, at the Board of Supervisors meeting to be held in City Hall, 1 Dr. Carlton B. Goodlett Place, Legislative Chamber, Room 250, San Francisco, CA 94102.

Continues on next page

Please provide to the Clerk's Office by noon:

**20 days prior to the hearing:** names and addresses of interested parties to be notified of the hearing, in spreadsheet format; and

**11 days prior to the hearing:** any documentation which you may want available to the Board members prior to the hearing.

For the above, the Clerk's office requests one electronic file (sent to [bos.legislation@sfgov.org](mailto:bos.legislation@sfgov.org)) and two copies of the documentation for distribution.

NOTE: If electronic versions of the documentation are not available, please submit 18 hard copies of the materials to the Clerk's Office for distribution. If you are unable to make the deadlines prescribed above, it is your responsibility to ensure that all parties receive copies of the materials.

If you have any questions, please feel free to contact John Carroll, Legislative Clerk, at (415) 554-4445.

Very truly yours,



Angela Calvillo  
Clerk of the Board

- c: 5M Project, LLC, Project Sponsor, c/o Audrey Tendell  
Jon Givner, Deputy City Attorney  
Kate Stacy, Deputy City Attorney  
Marlena Byrne, Deputy City Attorney  
Audrey Pearson, Deputy City Attorney  
John Rahaim, Planning Director  
Scott Sanchez, Zoning Administrator, Planning Department  
Sarah Jones, Planning Department  
Aaron Starr, Planning Department  
AnMarie Rodgers, Planning Department  
Michael Jacinto, Planning Department  
Kevin Guy, Planning Department  
Jonas Ionin, Planning Commission Secretary