

BOARD of SUPERVISORS



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November 4, 2025

Mitchell M. Tsai  
Mitchell M. Tsai Law Firm  
139 S. Hudson Avenue, Suite 200  
Pasadena, CA 91101

**Subject: File No. 251094 - Appeal of California Environmental Quality Act (CEQA)  
Determination of Exemption from Environmental Review  
Proposed 350 Amber Drive Project**

Dear Mr. Tsai:

The Office of the Clerk of the Board is in receipt of a memorandum dated November 3, 2025, from the Planning Department regarding their determination on the timely filing for appeal of the Categorical Exemption Determination issued by the Planning Department under CEQA for the proposed 350 Amber Drive project.

The Planning Department has determined that the appeal was filed in a timely manner (copy attached).

Pursuant to Administrative Code, Section 31.16, a hearing date has been scheduled for **Tuesday, December 9, 2025, at 3:00 p.m.**, at the Board of Supervisors meeting.

Please provide to the Clerk's Office by noon:

**20 days prior to the hearing:**  
*Wednesday, November 19, 2025*

names and addresses of interested parties to be notified of the hearing, in spreadsheet format; and


**13 days prior to the hearing:**  
*Wednesday, November 26, 2025*

any documentation which you may want available to the Board members prior to the hearing.

For the above, the Clerk's office requests electronic files be sent to [bos.legislation@sfgov.org](mailto:bos.legislation@sfgov.org).

Please feel free to contact our office at [bos.legislation@sfgov.org](mailto:bos.legislation@sfgov.org) or call (415) 554-5184 if you have any questions.

Very truly yours,

  
Angela Calvillo  
Clerk of the Board  
jw:ll:ams



- c: Brad Russi, Deputy City Attorney  
Kristen Jensen, Deputy City Attorney  
Austin Yang, Deputy City Attorney  
Andrea Ruiz-Esquide, Deputy City Attorney  
Sarah Dennis Phillips, Planning Director, Planning Department  
Lisa Gibson, Environmental Review Officer, Planning Department  
Debra Dwyer, Principal Environmental Planner, Planning Department  
Joy Navarrete, Environmental Planning, Planning Department  
Don Lewis, Environmental Planning, Planning Department  
Josh Switzky, Acting Director of Citywide Planning, Planning Department  
Corey Teague, Zoning Administrator, Planning Department  
Tina Tam, Deputy Zoning Administrator, Planning Department  
Dan Sider, Director of Executive Programs, Planning Department  
Aaron Starr, Manager of Legislative Affairs, Planning Department  
Elizabeth Watty, Current Planning Division, Planning Department  
Jonas Ionin, Planning Commission Secretary, Planning Department  
Diane Livia, Staff Contact, Planning Department  
Julie Lamarre, Executive Director, Board of Appeals  
Alec Longaway, Legal Process Clerk, Board of Appeals