



SAN FRANCISCO PLANNING DEPARTMENT

MEMO

DATE: December 12, 2018

TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Lisa Gibson, Environmental Review Officer

RE: Appeal Timeliness Determination for 3637-3657 Sacramento Street Planning Department Case No. 2007.1347E

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An appeal of the CEQA determination of exemption from environmental review for the proposed project at 3637-3657 Sacramento Street filed with the Office of the Clerk of the Board of Supervisors on December 7, 2018, by Brandon Ponce, Jennifer Kopczynski, Alexander W. Thompson, Marcia E. Herman, Susan Foslien, Jack Kaus, Patrick Richards, John M. Burns, and Douglas Engmann, on behalf of the California-Locust Neighbors' Association. As explained below, the appeal is timely.

Date of Approval Action	30 Days after Approval Action/ Appeal Deadline	First Business Day after Appeal Deadline	Date of Appeal Filing	Timely?
November 8, 2018	Saturday, December 8, 2018	Monday, December 10, 2018	December 7, 2018	Yes

Approval Action: On September 20, 2018, the planning department issued a CEQA categorical exemption determination for the 3637-3657 Sacramento Street project. The categorical exemption determination identified the approval action for the project as the conditional use authorization by the planning commission. Conditional use authorization was approved by the planning commission on November 8, 2018 (date of the approval action).

Appeal Deadline: Section 31.16(a) and (e) of the San Francisco Administrative Code states that any person or entity may appeal an exemption determination to the Board of Supervisors during the time period beginning with the date of the exemption determination and ending 30 days after the date of the approval action. Thirty days after the approval action is Saturday, December 8, 2018. The next date when the Office of the Clerk of the Board was open was Monday, December 10, 2018 (appeal deadline).

Appeal Filing and Timeliness: The appellant filed the appeal of the exemption determination on December 7, 2018, prior to the appeal deadline. Therefore, the appeal is considered timely.