

## Draft for EVNA discussion 7-2-14

### Castro/Eureka Valley Neighborhood Association (C/EVNA) Commercial/Multi-Unit Residential\* Project Review Form

(To be completed by Project Owner, Architect or Sponsor)

*The C/EVNA Planning and Land Use Committee (PLUC) appreciates your involvement in our commercial and multi-unit residential project review. In the interest of stream-lining the process and to ensure our committee members have adequate information regarding your project prior to your presentation, we require you to address the following questions regarding the project and submit this form, along with any requested documentation and attachments (in electronic format), to [jack.keating@enva.org](mailto:jack.keating@enva.org) at least one week prior to the scheduled meeting of the Castro/Eureka Valley Neighborhood Association meeting. Our committee meets the first Wednesday of the month, beginning at 7:00 PM at the Chase Bank at Market and Sanchez Streets. Be prepared to answer additional questions after your fifteen-minute presentation.*

Please respond to all bulleted items.

- **Project Sponsor, Property Owner or Architect:**
- **Location (Address) of Project:**
- **Brief Project Description:**
- **Project Architect:**
- **Project Planner Assigned:**

*The following criteria will be used to evaluate the project.*

#### **Zoning:**

- What is the current zoning, current use and proposed use?
- Will there be any change in size of the occupied space?
- What will the signing look like and will additional permitting be required for the signing?
- What additional permits and/or licenses will be required?

#### **Exceptions, Variances, Conditional Use Approvals and Code Changes**

##### **Requested:**

- Discuss any special approvals or variances the city that may require of your project. These may include but need not be limited to rear yard modification, conditional use authorization, certificate of appropriateness (for historic properties), environmental review, signing permit, etc.

*\*C/EVNA considers any project requiring below market rate (BMR) units to be included (as dictated by SF Planning code - currently 5 or more ) to be "multi-unit residential".*

#### **Approval Schedule:**

- Provide the anticipated timeline for permitting application and approvals.
- Provide the anticipated timing for 311 notifications.
- What is the preliminary construction schedule once all required permits have been obtained?

### **Density:**

- What is the density of the project you are proposing?
- What is the maximum allowable density?
- How does the density of your site compare the surrounding neighborhood?
- How do you propose to address affordability: on site, off site, in-lieu fee (if applicable)?
- What percentage of BMR's (below market rate) does your project propose?
- Is it possible and would you consider exceeding the required minimums? If so, in what way?

### **Parking and Alternative Transportation:**

- List the transit lines that most closely serve your project and in general, the neighborhood.
- List how many dedicated spaces the project will provide including: car, bicycle, car share.
- What does code require in terms of parking for your project?

### **Land Use**

*The C/EVNA believes commercial and multi-unit residential development should be appropriate to the site given the context of the adjacent properties and the surrounding neighborhood. Any new or renovated commercial or multi-unit residential properties should complement and enhance our neighborhood's unique environment.*

- Provide photos of existing structure, adjacent structures (at both sides and at rear) and any other neighboring structures that will help educate the committee to the context of the area.
- Provide drawings of the proposed project that clearly show the intended heights and set-backs. Include how the project conforms to existing applicable codes and/or where variances will be required.
- Provide current applicable rear yard requirements as dictated by current code and illustrate how your project complies and/or where variances will be required.
- Provide site plan of the city block where project is located that indicates property lines of the entire block. Where possible, provide the same site plan indicating the positioning of the existing structures on each property to provide context in the area of rear yard set-backs.
- Show any rooftop additions or features.
- How does the proposed project relate to neighborhood character?

### **Land Use - cont.**

- Illustrate the relationship of the proposed project to the existing streetscape and to the adjacent properties (in terms of height, rear and front set-backs, style, details, and materials).
- Will the proposed project block light, air and/or views from neighboring properties?

Note: Drawings and/or renderings should include all intended architectural features (doors, windows, overhangs, embellishments etc.). Include overall dimensions and key elevations with material selections.

### **Preservation/Potential Historic Resource:**

*The Eureka Valley is fortunate to include many residential structures of significant historic and cultural merit. We strongly encourage their retention and/or incorporation into proposed projects consistent with historic preservation standards. If such structures are to be demolished, there must be compelling reasons for doing so.*

- Are there any historic or potentially historic structures at your site? If so, please explain how your project affects them.
- If changes are proposed to the exterior of an existing building, provide drawings of each elevation or feature to be modified showing the existing condition and the proposed condition at the same scale.
- If the building footprint will change, provide drawings indicating those changes. All changes should be clearly shown on the drawings.
- Will there be any other physical changes to the site of any nature?

### **Urban Design:**

*Where appropriate; contextual design that is compatible with adjacent streetscape and existing neighborhood character is highly encouraged.*

- How does your project's design relate to surrounding environment?
- What are your plans for open space, curb cuts, on-site amenities, etc.?
- What are the environmental features of the project?
- What are your goals for LEED or Green Point certification?
- Do you propose to address water conservation?
- If you are a formula retail proprietor, how do you propose to incorporate local contextual elements in to your corporately prescribed design programming?

### **Community Input:**

*The Eureka Valley is one of the most unique and vibrant neighborhoods in San Francisco. Involvement in the community and interest in its development are the hallmark of our residents. To that end, community input on projects that affect the neighborhood is of interest to all. Project developers and/or sponsors who engage the community, address legitimate concerns and show a good faith effort in maintaining open dialogue will most often receive strong local support.*

- Which community groups and organizations have you spoken to during your community outreach?
- What were your results?

**Requested Support:**

- Once the committee has reviewed your project, what would you like from us in terms of support?

Updated Draft 6-29-14