



SAN FRANCISCO PLANNING DEPARTMENT

Letter of Determination

August 3, 2016

Kathryn L. Bilder
Perkins Coie LLP
505 Howard Street, Suite 1000
San Francisco CA 94105

Site Address:	652-660 Kearny Street
Assessor's Block/Lot:	0227/036
Zoning District:	CCB (Chinatown Community Business)
Staff Contact:	Carly Grob, (415) 575-9138 or carly.grob@sfgov.org
Record No.:	2016-009337ZAD

1650 Mission St.
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San Francisco,
CA 94103-2479

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Dear Ms. Bilder:

This letter is in response to your request for a Letter of Determination regarding the property at 652-660 Kearny Street. This parcel is located in the CCB (Chinatown Community Business) Zoning District and 50-N Height and Bulk District. The request is to confirm that the Chinatown Community Development Corporation (CCDC) would be classified as an "Other Institution" use as defined in Planning Code Section 890.50, and to determine if this use would be permitted at the lower level, ground floor, and second floor within the CCB Zoning District.

An Other Institution use is defined in Planning Code Section 890.50 as follows:

A public or private, nonprofit or profit-making use, excluding hospitals and medical centers, which provides services to the community....including but not limited to the following:

- (a) **Assembly and Social Service.** *A use which provides social, fraternal, counseling or recreational gathering services to the community. It includes a private noncommercial clubhouse, lodge, meeting hall, family or district association, recreation building or community facility not publicly owned.*

Per Planning Code Table 810.81, an Other Institution use is permitted at all levels within the CCB Zoning District.

From the description of CCDC provided with your request, the proposed use would provide housing-related counselling services to community members. The building will primarily serve as a location for CCDC staff to meet with clients confidentially in break rooms or cubicles to provide these counselling services. Additionally, the building would have a client intake area, restrooms, a break room, a computer server room, and storage space. Since the primary function of the space is to provide social services to community members, CCDC may be classified as an Other Institution use and would be a permitted use

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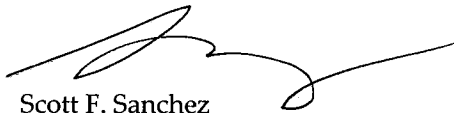
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at all levels in the CCB Zoning District. While your request does not contain any information related to the proposed use size, please note that Planning Code Section 121.4 requires Conditional Use Authorization to establish a use exceeding 5,000 square feet.

Please note that a Letter of Determination is a determination regarding the classification of uses and interpretation and applicability of the provisions of the Planning Code. This Letter of Determination is not a permit to commence any work or change occupancy. Permits from appropriate Departments must be secured before work is started or occupancy is changed.

APPEAL: If you believe this determination represents an error in interpretation of the Planning Code or abuse in discretion by the Zoning Administrator, an appeal may be filed with the Board of Appeals within 15 days of the date of this letter. For information regarding the appeals process, please contact the Board of Appeals located at 1650 Mission Street, Room 304, San Francisco, or call (415) 575-6880.

Sincerely,



Scott F. Sanchez
Zoning Administrator

cc: Carly Grob, Planner
Property Owner
Neighborhood Groups
BBN Requestor (if any)

July 5, 2016

Kathryn L. Bilder
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VIA FEDERAL EXPRESS

Scott Sanchez, Zoning Administrator
Office of the Zoning Administrator
San Francisco Planning Department
1650 Mission Street, Suite 400
San Francisco, California 94103

R# 2016-009337ZAD
CK # 10091 \$645 -
M. LUELLEN (NE)

**Re: Request for Zoning Determination Letter
for Property Located at 652-660 Kearny Street, San Francisco, CA
APN: Lot 036, Block 0227**

Dear Mr. Sanchez:

I am writing to request a Zoning Determination Letter on behalf of the Chinatown Community Development Center (“Chinatown CDC”), which intends to lease the building at 652-660 Kearny Street, San Francisco, California (the “Building”) for tenant, social and counseling services to the community.

Chinatown CDC is a not-for-profit place-based organization which serves the Chinatown, North Beach, Tenderloin, Northern Waterfront, Western Addition, Japantown, Polk Gulch, Richmond, Civic Center, and South of Market neighborhoods through advocacy, community organizing, planning, development, and management of affordable housing. The organization wishes to move into the currently-vacant Building so that it may provide social services to the community. Chinatown CDC plans to renovate the interior to make the space suitable for client and staff needs, but no structural changes are contemplated.

We would like to confirm that existing zoning will allow Chinatown CDC to use all three floors of the Building—the lower level, ground floor and 2nd floor—for tenant, social, and counseling services to the community and other institutional uses. The Building will primarily contain several conference rooms and cubicles for staff to meet confidentially with clients and provide related housing and tenant counseling services. The Building will also include a client intake area, restrooms, a break room, a computer server room, and small spaces for storage. We believe that this proposed use is permitted under existing zoning regulations for “Other Institutions” in the Chinatown Community Business District (Planning Code §890.50). However, we would appreciate your confirmation of this, or your advisement on whether the proposed use is otherwise permissible under the Planning Code.

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Enclosed is a check for \$645.00 payable to the San Francisco Planning Department for the Zoning Determination Letter. Please send the Determination Letter to me at both the mailing and the e-mail address above. If you have any questions or concerns, or if you need additional information regarding this request, please contact me at (415) 344-7094.

Very truly yours,

A handwritten signature in cursive script that reads "Kathryn Bilder". The signature is written in black ink and is positioned above the printed name.

Kathryn Bilder

Enclosure