



# NOTICE OF PUBLIC HEARING

Hearing Date: **THURSDAY, FEBRUARY 1, 2024**  
Time: **Not before 12:00 PM**  
Location: **City Hall, 1 Dr. Carlton B. Goodlett Place  
Room 400**  
  
Case Type: **Discretionary Review**  
Hearing Body: **Planning Commission**

## PROJECT INFORMATION

Project Address: **2247 31ST AVENUE**  
Cross Streets: **Rivera and Santiago Streets**  
Block / Lot No.: **2318 / 012**  
Zoning District(s): **RH-1 / 40-X**  
Area Plan: **NA**  
Record No.: **2023-003851DRP**

## APPLICANT INFORMATION

Applicant: **Xie (Bill) Guan**  
Company: **Xie Associates Inc.**  
Address: **26 Farview Ct**  
City, State: **San Francisco, CA 94131**  
Telephone: **415-652-3047**  
Email: **bill@xiearchdesign.com**

## PROJECT DESCRIPTION

The Request is for Discretionary Review of Building Permit Application No. 2023.0206.1476 to construct a side addition, and a rear deck, excavating a portion of the rear yard with steps and retaining wall, and other alterations. [The Project is plan revision to previously approved plans under BPA No. 202205164324.]

A Planning Commission approval at the public hearing would constitute the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section 31.04(h).

## ADDITIONAL INFORMATION

**Architectural Plans:** To view plans and related documents for the project, visit <https://sfplanning.org/notices> and search the Project Address listed above. The plans and Department recommendation of the proposed project will be available one week prior to the hearing through the Planning Commission agenda at: <https://sfplanning.org/hearings> or by request at the Planning Department office located at 49 South Van Ness Avenue, Suite 1400.

**For more information, please contact Planning Department staff:**

Planner: **David Winslow**

Telephone: **628-652-7335**

Email: **David.Winslow@sfgov.org**

# General Information About Procedures

## HEARING INFORMATION

You are receiving this notice because you are either a property owner or resident that is adjacent to the proposed project or are an interested party on record with the Planning Department. **You are not required to take any action. For more information regarding the proposed work, or to express concerns about the project, please contact the Applicant or Planner listed on this notice as soon as possible.** Additionally, you may wish to discuss the project with your neighbors and/or neighborhood association as they may already be aware of the project.

Persons who are unable to attend the public hearing may submit written comments regarding this application to the Planner listed on the front of this notice, Planning Department, 49 South Van Ness Avenue, Suite 1400, San Francisco, CA 94103, by 5:00 pm the day before the hearing. These comments will be made a part of the official public record and will be brought to the attention of the person or persons conducting the public hearing.

Comments that cannot be delivered by 5:00 pm the day before the hearing may be taken directly to the hearing at the location listed on the front of this notice. Comments received at 49 South Van Ness Avenue after the deadline will be placed in the project file, but may not be brought to the attention of the Planning Commission at the public hearing.

Members of the public are not required to provide personal identifying information when they communicate with the Commission or the Department. All written or oral communications, including submitted personal contact information, may be made available to the public for inspection and copying upon request and may appear on the Department's website or in other public documents.

## APPEAL INFORMATION

An appeal of the approval (or denial) of a **building permit application** by the Planning Commission may be made to the **Board of Appeals within 15 calendar days** after the building permit is issued (or denied) by the Director of the Department of Building Inspection. Appeals must be submitted in person at the Board's office at 49 South Van Ness Avenue, Suite 1475. For further information about appeals to the Board of Appeals, including current fees, contact the Board of Appeals at (628) 652-1150.

## ENVIRONMENTAL REVIEW

This project has undergone preliminary review pursuant to California Environmental Quality Act (CEQA). If, as part of this process, the Department's Environmental Review Officer has deemed this project to be exempt from further environmental review, an exemption determination will be prepared and can be obtained through the Exemption Map at [www.sfplanning.org](http://www.sfplanning.org) prior to the approval action. An appeal of the decision **to exempt the proposed project from CEQA may be made to the Board of Supervisors within 30 calendar days** after the project approval action identified on the determination. The procedures for filing an appeal of an exemption determination are available from the Clerk of the Board at City Hall, Room 244, or by calling (415) 554-5184.

Under CEQA, in a later court challenge, a litigant may be limited to raising only those issues previously raised at a hearing on the project or in written correspondence delivered to the Board of Supervisors, Planning Commission, Planning Department or other City board, commission or department at, or prior to, such hearing, or as part of the appeal hearing process on the CEQA decision.



Date: **1/12/2024**

The attached notice is provided under the Planning Code. It concerns property located at **2247 31st Avenue - (2023-003851DRP)**. A hearing may occur, a right to request review may expire or a development approval may become final by **2/1/2024**.

To obtain information about this notice in Spanish, Chinese, or Filipino, please call **628.652.7550**. Please be advised that the Planning Department will require at least one business day to respond to any call.

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附上的是三藩市城市規劃的法定通告。

此通告是與位於 **2247 31st Avenue - (2023-003851DRP)**

的建築計劃有關。如果在 **2/1/2024** 之前無人申請聽證會來檢討這一個建築計劃, 這計劃最終會被核准。

如果你需要用華語獲得關於這通告的細節,請電 **628.652.7550** .

然後, 請按 “8” 及留言。城市規劃局將需要至少一個工作天回應。華語資料提供只是城市規劃局的一項服務, 此項服務不會提供額外的權利或延伸任何要求檢討的期限。

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El documento adjunto es requerido por el Código de Planeación (Planning Code) y es referente a la propiedad en la siguiente dirección: **2247 31st Avenue - (2023-003851DRP)**. Es posible que ocurra una audiencia pública, que el derecho a solicitar una revisión se venza, o que la aprobación final de proyecto se complete el: **2/1/2024**.

Para obtener más información sobre esta notificación en español, llame al siguiente teléfono **628.652.7550**. Por favor tome en cuenta que le contestaremos su llamada en un periodo de 24 horas.

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Ang nakalakip na paunawa ay ibinibigay alinsunod sa Planning Code. Tinatalakay nito ang propyedad na matatagpuan sa **2247 31st Avenue - (2023-003851DRP)**. Maaring may paglilitis na mangyayari, may mapapasong paghiling ng isang pagrerepaso (review), o ang na-aprobahang pagpapatayo ay malapit nang ipagtibay sa **2/1/2024**.

Para humiling ng impormasyon tungkol sa paunawang ito sa Tagalog, paki tawagan ang **628.652.7550**. Mangyaring tandaan na mangangailangan ang Planning Department ng di-kukulangin sa isang araw ng pangangalakal para makasagot sa anumang tawag.