

**From:** Poling, Jeanie (CPC) <jeanie.poling@sfgov.org>  
**Sent:** Tuesday, March 31, 2020 1:52 PM  
**To:** Steven Vettel <SVettel@fbm.com>; Nora Collins <nora\_collins@avalonbay.com>; Joe Kirchofer <Joe\_Kirchofer@avalonbay.com>  
**Cc:** ECN, BalboaReservoirCompliance (ECN) <balboareservoircompliance.ecn@sfgov.org>  
**Subject:** FW: Balboa - RTC Screencheck Submittal

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Hi Steve, Nora, and Joe,

Please provide your combined sponsor comments to me by next Tuesday, April 7, or sooner if possible.

Thanks,  
Jeanie

**Jeanie Poling, Senior Environmental Planner**  
San Francisco Planning Department  
1650 Mission Street, Suite 400 San Francisco, CA 94103  
Direct: 415.575.9072 | [www.sfplanning.org](http://www.sfplanning.org)  
[San Francisco Property Information Map](#)

**REDUCED CAPACITY DURING THE SHELTER IN PLACE ORDER** -- The Planning Department is open for business. Most of our staff are working from home and we're [available by e-mail](#). Our [Public Portal](#), where you can file new applications, and our award-winning [Property Information Map](#) are available 24/7. Similarly, the [Board of Appeals](#) and [Board of Supervisors](#) are accepting appeals via e-mail despite office closures. To protect everyone's health, all of our in-person services at 1650 and 1660 Mission Street are suspended, and the Planning and Historic Preservation Commissions are cancelled until April 9, at the earliest. [Click here for more information.](#)

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**From:** Susan Yogi <SYogi@esassoc.com>  
**Sent:** Tuesday, March 31, 2020 10:23 AM  
**To:** Poling, Jeanie (CPC) <jeanie.poling@sfgov.org>  
**Cc:** Wietgreffe, Wade (CPC) <wade.wietgreffe@sfgov.org>; Karl Heisler <kheisler@esassoc.com>; Joe Kirchofer <Joe\_Kirchofer@avalonbay.com>; Nora Collins <nora\_collins@avalonbay.com>; Amanda Leahy <aleahy@kittelson.com>; White, Elizabeth (CPC) <elizabeth.white@sfgov.org>; Mike Alston <malston@kittelson.com>; KAPLA, ROBB (CAT) <Robb.Kapla@sfcityatty.org>; Steven Vettel <SVettel@fbm.com>; Hong, Seung Yen (CPC) <seungyen.hong@sfgov.org>; Lutenski, Leigh (ECN) <leigh.lutenski@sfgov.org>; Susan Yogi <SYogi@esassoc.com>  
**Subject:** Balboa - RTC Screencheck Submittal

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Jeanie,

Below is a link to download a .zip file containing the following Balboa Reservoir RTC-Screencheck submittal items (minus AQ). We have direction/resolved the AQ items so we will submit the remaining portions of RTC-Screencheck by Thursday.

1. Compiled PDF of RTC-Screencheck (includes the figures and attachments). Note the main body of the RTC is Volume 1. Volume 2 contains the RTC attachments.
2. Clean Word files of each RTC section
3. PDF file of the redline RTC-2. Responses to EP comments are included in the comment bubbles.
4. Draft MMRP (word file)

Please forward to other reviewers as needed and provide consolidated comments to ESA by **Friday, April 10, 2020**. Let me know if you have any issues downloading the files.

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#### **ESA DeliverIt**

A file or (files) have been sent to you from Susan Yogi via [ESA DeliverIt](#).

Please click the link(s) below to access those files and save them locally to your computer/server. Hyperlinks are not properly displayed using Entourage for Mac OS. A manual copy and paste of the hyperlink could be required in order to download the file. The link(s) will expire 14 days after the original send date. Be sure to save the files to their appropriate locations and do not work directly on the open files hosted on DeliverIt as the changes will not be saved. If you have any troubles retrieving the files, please let us know.

[RTC Screencheck.zip](#)

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**If the cross-reference field track changes are distracting, please take the following steps: (1) turn off track changes, (2) select all (ctrl+a), (3) press F9. Taking these steps will clear up the cross-referenced fields. Turn track changes back on and you can continue with edits. Hopefully this eases your review a bit.**

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