



SAN FRANCISCO PLANNING DEPARTMENT

Meeting AGENDA

Balboa Reservoir Project / Case No. 2018-007883ENV

Tuesday, August 28, 2018, 11:00 a.m. to 12:00 p.m.

Conference Call

Dial in number: 1-844-621-3956

Access Code: 805 988 530

1650 Mission St.
Suite 400
San Francisco,
CA 94103-2479

Reception:
415.558.6378

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415.558.6377

Invited Participants

Name	Affiliation	In attendance?
Jeanie Poling	SF Environmental Planning	
Wade Wietgreffe	SF Environmental Planning	
Elizabeth White	SF Environmental Planning	
Jennifer McKellar	SF Environmental Planning	
Jeremy Shaw	SF Planning	
Jeff Horn	SF Planning	
Robb Kapla	SF City Attorney	
Joel Roos	Pacific Union Development Company	
Joe Kirchofer	Avalon Bay Communities	
Karen Murray	Van Meter Williams Pollack	
Steve Vettel	Farella Braun + Martel LLP	
Kearstin Dischinger	BRIDGE Housing	
Tim Erney	Kittelson & Associates, Inc.	
Amanda Leahy	Kittelson & Associates, Inc.	
Mike Alston	Kittelson & Associates, Inc.	
Susan Yogi	ESA	
Karl Heisler	ESA	

1. Status of Action Items (see last page)
2. AB 900

3. Variants
 - Cost/timing of analyzing 1100 and 1300 dwelling units
4. NOP
5. Upcoming Deliverables and Issues
 - Draft #2 AQTR/HRA and Noise scopes of work due to EP on 9/4/18
 - Draft Abbreviated Part 1 HRE due to EP on 9/4/18
 - NOP Draft 1
6. Tracking Action Items
7. Team Schedules
 - Jeanie – out 9/19/18 – 9/28/18
 - Wade – out 9/12/18 – 9/28/18
 - Karl – out 10/11/18 – 10/26/18
 - Others?
8. Overall project schedule
9. Confirmation of Next Meeting

Action Item	Critical Path Item?	Responsibility	Due Date	Status	Delivered Date/Comments
ESA					
NOP and Project Description	X	ESA/Susan/Karl	Thursday, August 2, 2018	In Progress	Due date TBD pending receipt of High Density Assumption info. Per 7/31/18 call, maintain NOP
Discuss NOP schedule with EP		Susan	Friday, August 17, 2018	In Progress	
Update schedule following discussion with EP		Susan	Friday, August 17, 2018	In Progress	8/14/18 meeting - add ASA into schedule, push out WSA (need operational info)
Draft 2 AQTR/HRA and Noise Scope to EP		ESA/Susan	Tuesday, September 4, 2018	In Progress	
Sponsor Team					
Complete construction data request	X	Joe/Joel	Friday, August 17, 2018	In Progress	Received 7/25/18. ESA followed up with questions and requested additional information. Joe breakdown.
Complete operational data request	X	Joel	Mid-August	In Progress	8/14/18 meeting - Joel is working with sponsor team and design consultants. Ready in ~3 weeks
Submit Maher application		Joel	July	In Progress	8/14/18 meeting - Jelani submitted the application and waiting for receipt.
Shadow diagrams for Base + High Density Assumptions		Joel / VMW		In Progress	
Reach out to Fire Station 15		Joe/Joel		In Progress	from 8/16/18 transportation scoping meeting
Project sponsor/SFMTA/Kittelson to coordinate on neighborhood parking analysis.		Joe/Joel		In Progress	from 8/16/18 transportation scoping meeting
Decide on addition of analysis of automobile delay and/or neighborhood		Joe/Joel		In Progress	from 8/16/18 transportation scoping meeting
Kittelson					
Kittelson to incorporate discussion on items into Draft 2 scope of work and	X	Amanda	Monday, August 20, 2018	Completed	Sent to EP, SFMTA, team on 8/20/18
Kittelson/EP to coordinate on approach for redistribution of existing trips		Amanda	on going	In Progress	
EP Action Items					
City Policy Assumption information	X	Jeremy	Wednesday, July 25, 2018	Completed	7/31/18 meeting - a few details to work out. Anticipate it will be ready this week. Sent on 8/2
Schedule and confirm a meeting with CCSF		Jeremy	by end of August	In Progress	7/17/18 meeting - Jeremy to follow up again with CCSF.
Confirm quantification of wind is not required		Jeanie	Friday, August 17, 2018	Completed	Jeanie confirmed via phone that wind discussion will be qualitative.
Send shadow drawings from Luis (SF Planning) to Joel and Susan		Jeanie	Friday, August 17, 2018	Completed	
Provide City Policy Assumption narrative		Jeremy	Friday, August 17, 2018	Completed	Sent to ESA 8/16/18
AQTR, Noise SOW comments to ESA		Jeanie	Monday, August 20, 2018	Completed	
Transportation SOW comments to Kittelson		Jeanie	Thursday, August 23, 2018	In Progress	
Provide advance approval of Kittelson's data collection	X	Liz?	Friday, August 24, 2018	In Progress	