
From: Shaw, Jeremy (CPC)
Sent: Wednesday, July 11, 2018 5:08 PM
To: Kearstin Dischinger (kdischinger@bridgehousing.com); Joe Kirchofer (Joe_Kirchofer@avalonbay.com)
Cc: Lesk, Emily (MYR)
Subject: Balboa Reservoir: City Staff Roles

Hello Joe and Kearstin,

I had promised you a description of city staff roles , so that it would be clearer who is the point of contact for what. Please see the list below and let me know if you have any questions. Thanks

Citywide (Jeremy)

- Developer's point of contact at Planning for all planning issues outside of CEQA
- Lead on Planning documents (e.g. D4D), planning code amendments, general plan updates
- Lead for Planning regarding public outreach
- Lead on site planning, urban design and public realm/open space
- Inter-agency coordinator on issues affecting site planning and plan documents
- Point person for sustainability framework (including coordination with SFPUC)
- Co-manager of CAC with OEWD
- DA lead for Planning topics
- Lead on policy and design regarding alternative/variant
- Manage project website
- Point person for Planning on street design, TDM and transportation, in coordination with MTA / PW

Current Planning (Jeff Horn)

- Support Citywide staff in drafting Planning documents and code amendments
- Coordinator of Current Planner input
- Post-entitlement project review

EP (Jeanie)

- lead for CEQA review process
- manage CEQA consultants' work
- identify data and technical information necessary for CEQA review
- maintain CEQA review schedule
- review CEQA project deliverables
- obtain input from necessary parties and vet for inclusion in the CEQA documents

OEWD (Emily)

- Development Project manager
- Developer's point of contact on CAC matters
- DA lead (negotiation, financial modeling, directing attorney, non-Planning exhibits)
- Co-manager of CAC with Planning
- Affordable housing program
- Workforce program
- Overall project schedule management
- Point for City College
- Inter-agency coordination on efforts other than Planning roles noted above

MTA (Carli)

- Lead Transportation coordination with City College
 - Data collection

- TDM planning
- Liaison for transit, traffic, ped, bike staff and projects
- Review and provide input (and ideas) on site design, paying attention to how the site works as well as how the site interacts with the transportation network surrounding it
- Environmental analysis— scoping, reviewing findings, weighing in on mitigation measures to make sure that they are feasible and meaningful
- Review TDM and other physical and programmatic transportation components
- Negotiate any other project-specific transportation issues
- Once under construction, receive and invest transportation fee dollars
- Once approved, ensure a project is meeting its transportation commitments

Jeremy Shaw, LEED AP
Senior Planner, Citywide Planning Division

San Francisco Planning Department
1650 Mission Street, Suite 400 San Francisco, CA 94103
Direct: 415.575.9135 | www.sfplanning.org
[San Francisco Property Information Map](#)