

***Regular Meeting of the
Abatement Appeals Board
July 16, 2025***

***Appellant Statement
Exhibit D***



San Francisco Residential Rent Stabilization and Arbitration Board

25 Van Ness Avenue #320, San Francisco, CA 94102-6033 <https://sf.gov/rentboard> rentboard.inventory@sfgov.org

Notification of 2025 Rent Board Fee and Housing Inventory Requirements

S.F. Administrative Code Chapter 37A

10/28/2024

WONG CONNIE MAN LAI
338 TEDDY AVE
SAN FRANCISCO CA 94134

THIS IS NOT A BILL
ANNUAL FEE NOTICE WILL BE
MAILED IN JANUARY 2025

2025 TOTAL FEE ASSESSMENT : \$ 0.00

PROPERTY ADDRESS : 338 TEDDY AVE

APN (BLOCK/LOT): 6210-012

PORTAL PIN : 2700126

Dear San Francisco Property Owner:

This notice is to inform you of the **2025 Rent Board Fee Assessment** and the requirement for residential property owners to report unit information to the **Rent Board Housing Inventory**. If the property has been sold, please forward this notice to the new owner. This notice is for informational purposes only. No payment is required at this time.

2025 RENT BOARD FEE ASSESSMENT

The fee assessment shown below is based on property data and approved fee exemption requests from prior years and is the basis for the Annual Fee Notice that will be mailed to you in January 2025.

Exempt Units (No Fee Assessed)	Total 2025 Fee Assessment
1	\$ 0.00

2025 EXEMPTION WINDOW

Owner-occupied properties that are not rented at any time and are not vacant may be exempt from payment of the fee. A complete list of exemptions can be found at sf.gov/rent-board-fee. Please note, vacant units are subject to the fee and do not qualify for an exemption.

If you believe that one or more of your units is exempt from the Rent Board Fee, and you do not see an exempt unit(s) listed above, **you must complete an exemption request online**. Please call 311 if you

**Rent Board Fee
Information**

need assistance accessing the exemption request online.

- Request at **P-Portal.sfrb.org**.
- Deadline to apply is **Friday, December 13, 2024**.
- Requesting a Rent Board Fee exemption does not satisfy Rent Board Housing Inventory reporting requirements.



HOUSING INVENTORY REPORTING

A new law requires all owners of residential property in San Francisco to annually report information about their units into the Rent Board's Housing Inventory database [Ordinance No. 265-20].

Reporting is required for:	All residential units, including single-family homes, condos, etc.
	Non-owner occupied, Vacant, and Owner-occupied units
Deadline to report:	March 1, 2025, and annually by March 1 of each year
Where to report:	RPortal.sfrb.org

**Housing Inventory
Information**



- The landlord will not receive a license to impose annual and/or banked rent increases until reporting is complete.
- Reporting into the Rent Board Housing Inventory does not satisfy requesting an exemption of the Rent Board Fee. More info at sf.gov/rent-board-housing-inventory.

CONTACT US

- Visit sf.gov/rentboard, call 311 or 415-701-2311, or email rentboard.inventory@sfgov.org



Notification of 2024 Rent Board Fee and Housing Inventory Requirements

S.F. Administrative Code Chapter 37A

10/26/2023

WONG CONNIE MAN LAI
338 TEDDY AVE
SAN FRANCISCO CA 94134

THIS IS NOT A BILL
ANNUAL FEE NOTICE WILL BE
MAILED IN JANUARY 2024

2024 TOTAL FEE ASSESSMENT: \$ 0.00

PROPERTY ADDRESS: 338 TEDDY AVE

APN (Block/Lot): 6210-012

PORTAL PIN: 5685070

Dear San Francisco Property Owner:

This Notice is to inform you of the **2024 Rent Board Fee Assessment** and the requirement for residential property owners to report unit information to the **Rent Board's Housing Inventory**. If the property has been sold, please forward this notice to the new owner. This letter is for informational purposes only. No payment is required at this time.

2024 RENT BOARD FEE ASSESSMENT:

The fee assessment shown below is based on property data and approved fee exemption requests from prior years and is the basis for the Annual Fee Notice that will be mailed to you in January 2024.

Property Address	Dwelling Units	Per Unit Fee	Total Fee	Exempt Units
338 TEDDY AVE	0	\$59.00	\$ 0.00	1

2024 EXEMPTION WINDOW:

Owner-occupied properties that are not rented at any time and are not vacant may be exempt from payment of the Fee. A complete list of exemptions can be found at sf.gov/rent-board-fee-faq.

If you believe that one or more of your units is exempt from the Rent Board Fee, and you do not see an exempt unit(s) listed above, **you must complete an exemption request online**. Please call 311 if you need assistance accessing the exemption request online.

- Visit: [P-Ortal.sfrb.org](https://portal.sfrb.org)
- Deadline to apply: **December 11, 2023**
- Requesting a Rent Board Fee exemption does not satisfy Rent Board Housing Inventory reporting requirements.

Rent Board Fee
Frequently Asked
Questions



REPORTING TO THE HOUSING INVENTORY:

A new law requires all owners of residential property in San Francisco to begin annually reporting information about their units in the Rent Board's Housing Inventory database [Ordinance No. 265-20].

Reporting is required for:	All residential units, including single-family homes, condos, etc
	Non-owner occupied, Vacant, and Owner-occupied units
Deadline to report:	March 1, 2024, and annually by March 1 of each year
Where to report:	https://portal.sfrb.org

Housing Inventory
Frequently Asked
Questions



- The landlord will not receive a rent increase license to impose annual and/or banked rent increases until reporting is complete.
- Reporting into the Rent Board Housing Inventory does not satisfy requesting an exemption of the Rent Board Fee.

Contact Us:

- Visit sf.gov/rentboard for answers to frequently asked questions (FAQs), or
- Call the 311 Customer Service Center by dialing 3-1-1 or 415-701-2311 (from outside of San Francisco).



City & County of San Francisco
Jose Cisneros, Treasurer

1 Dr. Carlton B. Goodlett Place
City Hall, Room 140
San Francisco, CA 94102
www.sftreasurer.org

David Augustine, Tax Collector
Property Tax Bill (Secured)

For Fiscal Year July 1, 2023 through June 30, 2024

Vol 37 Block 6210 Lot 012 Bill No 20230419354 Mail Date October 23, 2023 Property Location 338 TEDDY AVE

Assessed on January 1, 2023 at 12:01am
To: WONG CONNIE MAN LAI

WONG CONNIE MAN LAI
338 TEDDY AVE
SAN FRANCISCO CA 94134

TOT \$6,128.90

1st Installment	2nd Installment
\$3,064.45	\$3,064.45
DUE 12/11/2023	DUE 04/10/2024

Description	Assessed Value	Full Value
Land		\$226,014
Structure		\$291,980
Exclusions		
Personal Property		
Gross Taxable Value		\$517,994
Less HO Exemption		\$7,000
Less Other Exemption		
Net Taxable Value		\$510,994
(Tax Amount		\$6,017.90

Important Messages

Direct Charges and Special Assessments

Type	Telephone	Amount Due
46- San Francisco Bay Restoration Authority	(888) 508-8157	\$12.00
91 - SFCCD Parcel Tax	(415) 487-2400	\$99.00

Total Direct Charges and Special Assessments

\$111.00

Keep this portion for your records. See back of bill for payment options and additional information.



City & County of San Francisco
Property Tax Bill (Secured)
For Fiscal Year July 1, 2023 through June 30, 2024

Pay online at www.sftreasurer.org

Vol 37 Block 6210 Lot 012 Bill No 20230419354 Property Location 338 TEDDY AVE

D Check if contribution to Arts Fund is enclosed.
For other donation opportunities go to Give2SF.org

Detach stub and return with your payment.
Write your block and lot on your check.
2nd Installment cannot be accepted until

San Francisco Tax Collector, City

Secured Property Tax
P.O. Box 7426
San Francisco, CA 94120-7426

2nd Installment Due

Pay by April 10, 2024 \$3,064.45

If paid after April 10, 2024
includes 10% penalty
and applicable fees \$3,425.

4/6/2024

37621000012 3 4 54 ODO 100000000 0000 2003



City & County of San Francisco
Jose Cisneros, Treasurer
David Augustine, Tax Collector

1 Dr. Carlton B. Goodlett Place
City Hall, Room 140
San Francisco, CA 94102
www.sftreasurer.org

Property Tax Bill (Secured)
For Fiscal Year July 1, 2022 through June 30, 2023

Vol	Block	Lot	Bill No	Mail Date	Property Location
37	6210	012	20220420343	October 11, 2022	338 TEDDY AV

Assessed on January 1, 2022 at 12:01am

To: WONG CONNIE MAN LAI

WONG CONNIE MAN LAI
338 TEDDY AVE
SAN FRANCISCO CA 94134

TOTAL DUE		\$6,019.52
1st Installment	2nd Installment	
\$3,009.76	\$3,009.76	
DUE 12/12/2022	DUE 04/10/2023	

Important Messages

-----1-1-----

Assessed Value	
Description	Full Value
Land	\$221,583
Structure	\$286,256
Personal Property	
Gross Taxable Value	\$507,839
Less HO Exemption	\$7,000
Less Other Exemption	
Net Taxable Value	\$500,839
Tax Amount	\$5,908.52

Direct Charges and Special Assessments		
Type	Telephone	Amount Due
46 - San Francisco Bay Restoration Authority	(888) 508-8157	\$12.00
91 - SFCCD Parcel Tax	(415) 487-2400	\$99.00
Total Direct Charges and Special Assessments		\$111.00

Keep this portion for your records. See back of bill for payment options and information.



City & County of San Francisco
Property Tax Bill (Secured)
For Fiscal Year July 1, 2022 through June 30, 2023

Pay online at www.sftreasurer.org

Vol	Block	Lot	Bill No	Property Location
37	6210	012	20220420343	338 TEDDY AV

- D** Check if contribution to Arts Fund is enclosed.
For other donation opportunities go to Give2SF.org
Detach stub and return with your payment.
Write your block and lot on your check.
2nd Installment cannot be accepted unless 1st is paid.

2nd Installment Due

Pay by April 10, 2023	\$3,009.76
If paid after April 10, 2023 includes 10% penalty and applicable fees	\$3,355.73

San Francisco Tax Collector
Secured Property Tax
P.O. Box 7426
San Francisco, CA 94120-7426

3762100001200 20220420343 000000000 000000000 0000 2003



City & County of San Francisco
Jose Cisneros, Treasurer
David Augustine, Tax Collector
Property Tax Bill (Secured)

1 Dr. Carlton B. Goodlett Place
City Hall, Room 140
San Francisco, CA 94102
www.sftreasurer.org

For Fiscal Year July 1, 2021 through June 30, 2022

Vol	Block	Lot	Bill No	Mail Date	Property Location
37	6210	012	20210424291	October 15, 2021	338TEDDY AV

Assessed on January 1, 2021 at 12:01am

To: WONG CONNIE MAN LAI

WONG CONNIE MAN LAI
338 TEDDY AVE
SAN FRANCISCO CA 94134

► TOTAL DUE \$5,915.60

1st Installment	2nd Installment
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\$2,957.80	\$2,957.80
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DUE 12/10/2021	DUE 04/11/2022
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Assessed Value

Description	Full Value
Land	\$217,239
Structure	\$280,645
Personal Property	
Gross Taxable Value	\$497,884
Less HO Exemption	\$7,000
Less Other Exemption	
Net Taxable Value	\$490,884

Tax Amount \$5,804.60

Important Messages

Direct Charges and Special Assessments

Type	Telephone	Amount Due
46 - San Francisco Bay Restoration Authority	(888) 508-8157	\$12.00
91 - SFCCD Parcel Tax	(415) 487-2400	\$99.00

Total Direct Charges and Special Assessments

\$111.00

Keep this portion for your records. See back of bill for payment options and additional information.



City & County of San Francisco
Property Tax Bill (Secured)
For Fiscal Year July 1, 2021 through June 30, 2022

Pay online at www.sftreasurer.org

Vol	Block	Lot	Bill No	Property Location
37	6210	012	20210424291	338TEDDY AV

D Check if contribution to Arts Fund is enclosed.

For other donation opportunities go to Give2SF.org

Detach stub and return with your payment

Write your block and lot on your check

2nd Installment cannot be accepted if 1st is paid.

San Francisco Tax Collector
Secured Property Tax
P.O. Box 7426
San Francisco, CA 94120-7426

2nd Installment Due

Pay by April 11, 2022 \$2,957.80

If paid after April 11, 2022
includes 10% penalty
and applicable fees \$3,298.58

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City & County of San Francisco
Jose Cisneros, Treasurer
David Augustine, Tax Collector
Property Tax Bill (Secured)

1 Dr. Carlton B. Goodlett Place
City Hall, Room 140
San Francisco, CA 94102
www.sftreasurer.org

For Fiscal Year July 1, 2020 through June 30, 2021

Vol	Block	Lot	Bill No	Mail Date	Property Location
37	6210	012	20200095646	October 15, 2020	338 TEDDY AVE

Assessed on January 1, 2020 at 12:01am

To: WONG CONNIE MAN LAI

WONG CONNIE MAN LAI
338 TEDDY AVE
SAN FRANCISCO CA 94134

TOTAL DUE \$5,982.86

1st Installment	2nd Installment
\$2,991.43	\$2,991.43
DUE 12/10/2020	DUE 04/12/2021

Important Messages

Assessed Value

Description	Full Value
land	\$215,012
Structure	\$277,768
Fixtures	
Personal Property	
Gross Taxable Value	\$492,780
less HO Exemption	\$7,000
Less Other Exemption	
Net Taxable Value	\$485,780

(Tax Amount \$5,821.86)

Direct Charges and Special Assessments

Type	Telephone	Amount Due
29 - Rent Stabilization Fee	(415) 252-4600	\$50.00
46 - San Francisco Bay Restoration Authority	(888) 508-8157	\$12.00
91 - SFCCD Parcel Tax	(415) 487-2400	\$99.00
Total Direct Charges and Special Assessments		\$161.00

Keep this portion for your records. See back of bill for pay instructions and additional information.



City & County of San Francisco
Property Tax Bill (Secured)
For Fiscal Year July 1, 2020 through June 30, 2021

Pay online at www.sftreasurer.org

Vol	Block	Lot	Bill No	Property Location
37	6210	012	20200095646	338 TEDDY AVE

Check if contribution to Arts Fund is enclosed.

D For other donation opportunities go to Give2SF.org

Detach stub and return with your payment.

Write your block and lot on your check.

2nd Installment cannot be accepted unless 1st is paid.

2nd Installment Due

Pay by April 12, 2021 **\$2,991.43**

After April 12, 2021
includes 10% penalty
and applicable fees **\$3,335.57**

San Francisco Tax Collector
Secured Property Tax
P.O. Box 7426
San Francisco, CA 94120-7426

376210000 200 2020009 00 ODD DO 2003

Evidence from Rent Stabilization Board and Property Tax Records

This statement is submitted as evidence in support of my appeal of the Order of Abatement.

It pertains to the classification of my property as a single-family residence and demonstrates that no second legal unit has been recognized by the city in recent years.

1. Rent Stabilization and Arbitration Board Notification:

- The Rent Board has classified my property as having “Exempt Units (No Fee Assessed).”
- The total 2025 Fee Assessment is shown as \$0.00.
- This indicates that the property is considered a single rental unit (my own residence) and not a multi-unit property.

2. San Francisco Property Tax Records:

- For the tax year July 2020 through June 2021, the tax statement shows a charge labeled “29 – Rent Stabilization Fee” in the amount of \$50.00.
- For subsequent years—July 2021 through June 2022, July 2022 through June 2023, and July 2023 through June 2024—there is no such charge or fee shown.
- The absence of the Rent Stabilization Fee in later years is consistent with the property not having a recognized or legal second unit.

These official records support my position that my property has not been operating as a two-unit building during the time period referenced by the Notice of Violation and Order of Abatement.

I respectfully request that this evidence be considered in evaluating my appeal.