

BOARD OF APPEALS, CITY & COUNTY OF SAN FRANCISCO

Appeal of
VIVIENNE YU,

Appellant(s)

VS.

DEPARTMENT OF BUILDING INSPECTION,

PLANNING DEPARTMENT APPROVAL Respondent

Appeal No. **26-043**

NOTICE OF APPEAL

NOTICE IS HEREBY GIVEN THAT on August 11, 2026, the above named appellant(s) filed an appeal with the Board of Appeals of the City and County of San Francisco from the decision or order of the above named department(s), commission, or officer.

The substance or effect of the decision or order appealed from is the ISSUANCE on July 29, 2026 to Xiang Xu, of an Alteration Permit (two-story rear addition including one bedroom, one bathroom, & rear exterior stair at 2nd floor; two bedrooms & one bathroom on the ground floor) at 1943 31st Avenue.

APPLICATION NO. 2018/08/31/8960

FOR HEARING ON September 23, 2026

Address of Appellant(s):

Vivienne Yu, Appellant(s)
1947 31st Avenue
San Francisco, CA 94116

Address of Other Parties:

Xiang Xu, Permit Holder(s)
c/o Sherman Yan, Agent for Permit Holder(s)
423 Yale Street
San Francisco, CA 94134



Date Filed: August 11, 2026

**CITY & COUNTY OF SAN FRANCISCO
BOARD OF APPEALS**

PRELIMINARY STATEMENT FOR APPEAL NO. 26-043

I / We, **Vivienne Yu**, hereby appeal the following departmental action: **ISSUANCE of Alteration Permit No. 2018/08/31/8960** by the **Department of Building Inspection** which was issued or became effective on: **July 29, 2026**, to: **Xiang Xu**, for the property located at: **1943 31st Avenue**.

BRIEFING SCHEDULE:

Appellant's Brief is due on or before: 4:30 p.m. on **September 3, 2026, (no later than three Thursdays prior to the hearing date)**. The brief may be up to 12 pages in length with unlimited exhibits. It shall be double-spaced with a minimum 12-point font. An electronic copy shall be emailed to: boardofappeals@sfgov.org, julie.lamarre@sfgov.org, corey.teague@sfgov.org, andrew.perry@sfgov.org, carey.mcelroy@sfgov.org, sabyanfun@aol.com

Respondent's and Other Parties' Briefs are due on or before: 4:30 p.m. on **September 17, 2026, (no later than one Thursday prior to hearing date)**. The brief may be up to 12 pages in length with unlimited exhibits. It shall be double-spaced with a minimum 12-point font. An electronic copy shall be emailed to: boardofappeals@sfgov.org, julie.lamarre@sfgov.org, corey.teague@sfgov.org, andrew.perry@sfgov.org, carey.mcelroy@sfgov.org, vyingyu@gmail.com

Hard copies of the briefs do NOT need to be submitted to the Board Office or to the other parties.

Hearing Date: **Wednesday, September 23, 2026, 5:00 p.m., Room 416 San Francisco City Hall, 1 Dr. Carlton B. Goodlett Place**. The parties may also attend remotely via Zoom. Information for access to the hearing will be provided before the hearing date.

All parties to this appeal must adhere to the briefing schedule above, however if the hearing date is changed, the briefing schedule MAY also be changed. Written notice will be provided of any changes to the briefing schedule.

In order to have their documents sent to the Board members prior to hearing, **members of the public** should email all documents of support/opposition no later than one Thursday prior to hearing date by 4:30 p.m. to boardofappeals@sfgov.org. Please note that names and contact information included in submittals from members of the public will become part of the public record. Submittals from members of the public may be made anonymously.

Please note that in addition to the parties' briefs, any materials that the Board receives relevant to this appeal, including letters of support/opposition from members of the public, are distributed to Board members prior to hearing. All such materials are available for inspection on the Board's website at www.sfgov.org/boa. You may also request a hard copy of the hearing materials that are provided to Board members at a cost of 10 cents per page, per S.F. Admin. Code Ch. 67.28.

The reasons for this appeal are as follows:

See attachment to the preliminary Statement of Appeal.

Appellant or Agent:

Signature: Via Email

Print Name: Vivienne Yu, appellant

To Whom it May Concern,

Re: Permit/Application No. 201808318960

Addition Address: 1943 31st Ave. San Francisco, CA 94116

I am writing regarding the recent permit approval for our neighbor at 1943 31st Avenue (Permit Number 201808318960). We do have some concerns that we want to make sure are addressed:

1. The existing laundry vent is located very close to our property line and our window. We were not able to see where the laundry room and gas line will be located after the remodel and addition. Please ensure that all the vents will be through the roof only (as requested by the neighbor when we did our addition).
2. As a part of our recent remodel and addition, we replaced the shared property line fence, 100% at our own cost. The fence is located on our side of the property line. It is important to ensure that our fence and property will not be disturbed by this addition or the construction thereof.

Please advise if there are additional steps we need to follow to record our concerns.

Best regards,

Vivienne Yu
1947 31st Avenue
San Francisco, CA 94116



Welcome to our Permit / Complaint Tracking System!

Permit Details Report

Report Date: 9/17/2026 1:05:08 PM

Application Number: 201808318960
 Form Number: 3
 Address(es): 2103 /011 /0 1943 31ST AV
 Description: 2-STORY REAR ADDITION including 1 bedroom, 1 bath, & rear exterior stair at 2nd floor. 2 bedrooms & 1 bath at ground floor.
 Cost: \$336,895.00
 Occupancy Code: R-3
 Building Use: 27 - 1 FAMILY DWELLING

Disposition / Stage:

Action Date	Stage	Comments
8/31/2018	TRIAGE	
8/31/2018	FILING	
8/31/2018	FILED	
7/15/2026	APPROVED	
7/29/2026	ISSUED	
8/11/2026	SUSPEND	Per BOA Appeal No.26-043

Contact Details:

Contractor Details:

License Number: OWN
 Name: OWNER OWNER
 Company Name: OWNER BUILDER
 Address: OWNER * OWNER CA 00000-0000
 Phone:

Addenda Details:

Description:

SITE.

Station	Rev#	Arrive	Start	In Hold	Out Hold	Finish	Checked By	Review Result	Hold Description
CPB		9/18/18	9/18/18			9/18/18	SONG SUSIE		4 PGS
CP-ZOC		9/18/18	10/29/18			5/2/23	HICKS BRIDGET		Approved, final plan set received 5.2.23, approved 2 story rear addition and route to DBI. Bridget.Hicks@sfgov.org 5.2.23.
CP-ZOC		5/6/26	5/13/26			5/13/26	WINSLOW DAVID	Approved	Reviewed & Approved Rev dated 03/19/26.
CP-NP		2/21/23	2/21/23	2/21/23	2/23/23	2/21/23	WINSLOW DAVID	Approved	2/21/23: Emailed 311 cover letter - Vlad 2/23/23: Mailed 311 notice 3/6/23; Expires 4/5/23 - Vlad
BLDG		5/3/23	6/12/23			11/14/23	WONG IRENE	Administrative	11/14/23:Request PDF drawing set from project designer again.
BLDG		2/13/24	2/13/24			2/13/24	WONG IRENE	Issued Comments	3/8/24:Talked to Owner and Designer over the phone. 3/8/24:Talked to Owner and Designer over the phone. 3/8/24:Route to PPC. 2/13/24:Comment issued on PDF and sent to applicant.
BLDG	1	9/12/24	9/18/24			9/19/24	KWOK STEPHEN	Issued Comments	
BLDG	2	3/11/25	3/12/25			3/19/25	FINNEGAN JOHN	Issued Comments	Issued Comments 3/19/25 JF
BLDG	3	2/12/26	3/10/26			3/10/26	IBARRA JEFF	Issued Comments	New set of plans required for review. Comments from John Finnegan not addressed. PLANS PLACED IN HOLD BIN 60
BLDG	4	3/26/26	3/26/26			3/26/26	IBARRA JEFF	Approved	APPROVED
SFFD		3/27/26	4/22/26			4/22/26	WOO JASON	Approved-Stipulated	Routed to CDP @HQ on 03/30/26;tk. approved for fire access only - jason.woo@sfgov.org 4/22/26

DPW-BSM		3/8/24	3/12/24			3/12/24	GUZMAN MIGUEL	Approved-Stipulated	ADDENDUM requirement(s) for sign off (TIER 1): Landscape permit (proposed landscaping in front of prperty) Download application(s) at http://www.sfpublishworks.org/services/permits/application-forms and submit electronically to bsmpermitdivision@sfdpw.org . Your construction addendum will be ON-HOLD until all necessary permit application(s) and fees are submitted to bsmpermitdivision@sfdpw.org . Please call the office at (628) 271-2000 or email at bsmpermitdivision@sfdpw.org for more information. Please be advised if Tier 1 release, you are required to provide plans to Public Works within 90-days of application date submittal or re-activation fee shall be enforced. (miguel.guzman@sfdpw.org)
DPW-BSM		5/14/26	5/15/26			5/15/26	CHAN CALVIN F	Approved-Stipulated	ADDENDUM requirement(s) for sign off (Tier 1): Inspection Right-of-Way Conformity (final inspection) required. Applicants must submit documents via the Public Works Permit Portal (https://sfpublishworks.org/permitsportal). Addendum remains ON HOLD until permits and fees are complete. All documents must be provided within 90 days or a re-activation fee applies. For assistance, call (628) 271-2000 or email PublicWorksPermits@sfdpw.org .
SFPUC		9/19/24	9/24/24			9/24/24	FONG JEFFREY	Approved	Approved. Capacity Charge not applicable. No change in meter size, not enough fixtures added to warrant a larger meter. jfong@sfgwater.org . Route to PPC 09/24/24.
SFPUC		5/18/26	5/22/26			5/22/26	FONG JEFFREY	Approved	Re-stamped. Approved. Capacity Charge not applicable. No change in meter size, not enough fixtures added to warrant a larger meter. jfong@sfgwater.org . Route to PPC 05/22/26.
DPW-BUF		3/12/24	4/5/24			4/5/24	NAWBARY SUSAN	Issued Comments	Apply for tree planting at www.sfpublishworks.org/plant-street-tree . Use our online application and upload our "Tree Planting and Protection Checklist" AND a PDF copy of plans with the new tree(s) properly placed in accordance with minimum restrictions found on same webpage. Request a planting and staking diagram by emailing urbanforestrypermits@sfdpw.org , and place diagram on plans with note indicating "24in. box, species to be approved by PW-bBUF". urbanforestrypermits@sfdpw.org , and place diagram on plans with note indicating "24in. box, species to be approved by PW-BUF".
DPW-BUF	1	9/5/24	9/5/24			9/5/24	NAWBARY SUSAN	Issued Comments	if existing tree send photos timestamped Visit www.sfpublishworks.org/treeprotection to find our "Tree Protection Site Plan and Cover Sheet" and submit to urbanforestrypermits@sfdpw.org . Place the "Street Tree Protection" diagram found on same site on plans with dimensions for protection of existing tree. The Tree Protection Plan invoice fee must be paid by final sign-off. Please pay online and upload checklist https://bsm.sfdpw.org/buftrees2/application.aspx
DPW-BUF	2	3/31/26	5/6/26			5/6/26	BRYAN ONG	Approved	

PPC		6/4/26	6/4/26			6/15/26	WAI CHUNG WONG	Administrative	7/28/26: To CPB; kw 6/15/2026: To CPB;nl 6/4/26: Applicant to update drawing index not matching plan sets, (Sheet A-1 - street tree missing from drawing index). Plans on hold at PPC (49 SOUTH VAN NESS, 5TH FL for applicant to make an appointment at dbi.ppcrequest@sfgov.org); BL 5/26/2026: To Planning; BL 5/18/2026: To PUC;nl 5/14/2026: To BSM (then PUC);nl 5/6/2026; To CP-ZOC (then BSM and PUC);nl 4/22/2026: To DPW-BUF;nl IIIRoute the plan to DPW-BUF when plan back from SFFDIII; kw 3/27/26: To SFFD, station added by BLDG; kw 9/25/24: To hold bin pending for BLDG & DPW-BUF approval; kw 9/19/24: To SFPUC; kw 9/12/24: Plans retrieved from DPW-BUF and pass to BLDG for review; kw 3/8/24: To DPW-BSM; kw 5/26/23: To BLDG Site bin #0 for assignment; kw 5/3/23: Route to Pre-Plan Check Team to screen for review times/tiers and OTC eligibility. TW 4/22/19:R1 to DCP; mml
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CPB		6/15/26	6/18/26			7/29/26	CHAN AMARIS	Administrative	07/22/26: Return plans & application to PPC for updated scope of work. Amaris. 07/20/26: One time Extension waive. Still require to pay two time Extension. 3rd Extension will apply if permit not issue before 01/29/2027. Revise invoice will send to owner after scope of work updated. Amaris. 07/16/26: Owner wants to update scope of work and Extension. Refer to plan checker. Amaris. 07/15/26: Extension approved. Application Status Report, Final Declaration Form & invoice sent to: XIANGX88@GMAIL.COM. Amaris. 07/08/26: Extension approved by DCP. Forward Extension request to BLDG for approval. Revise Owner Builder form receive. Amaris. 07/07/26: Extension request forward to DCP for approval. Revise Owner builder form request. Amaris. 07/01/26: Follow email for documents. Amaris. 06/18/26: SFUSD require. GH not require. 6 pages. Pending approval for Extension. Extension form, docs & payor's info request. Amaris.
CPB		7/29/26	7/29/26			7/29/26	CHAN AMARIS	Administrative	07/29/26: Both payments and Final Declaration form received. Site permit issued. Contact customer for pick up. Amaris. 07/28/26: Scope of work updated. Application Status Report-Revised, Final Declaration Form & Two invoice (revise) sent to: XIANGX88@GMAIL.COM. Amaris.

This permit has been issued. For information pertaining to this permit, please call 628-652-3450.

Appointments:

Appointment Date	Appointment AM/PM	Appointment Code	Appointment Type	Description	Time Slots
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Inspections:

Activity Date	Inspector	Inspection Description	Inspection Status
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Special Inspections:

Addenda No.	Completed Date	Inspected By	Inspection Code	Description	Remarks
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For information, or to schedule an inspection, call 628-652-3400 between 8:30 am and 3:00 pm.

BRIEF SUBMITTED BY THE APPELLANT(S)

Re: Appeal No.: 26-043

Permit No.: 2018/08/31/8960

I am writing regarding the recent permit approval for our neighbor, Xiang Xu and Yan Wang at 1943 31st Ave. Permit No. 2018/08/31/8960, We do have some concerns that we want to make sure are addressed:

1. We have not seen the full set of final plans set for the remodel and addition at 1943 31st Ave. so we cannot determine the location of the new laundry vent and gas line. We wanted to ensure that all vents are routed through the upper roof only. We complied with this exact request from neighbors 1943 and 1951, 31st Ave. during our own addition, (even though we have electric fireplaces rather than gas.) For reference, please see the photos and email from Yan Wang on July 17, 2023. Currently, 1943 31st Ave. existing laundry vent is only 6 inches from the property line, causing the dryer to exhaust directly into our window, as shown in the attached photos. We request and require that all vents for 1943 31st Ave. project be routed through the upper roof only.
2. We replaced the shared property line fence during our recent remodel and addition. The fence is located on our side of the property line.
3. Regarding the proposed construction at 1943 31st Ave. The former boundary fence was over 20 years old, damaged with loose boards that had been repaired multiple times. A new fence was installed entirely at our sole expense and stands wholly within our property line. (The neighbor Xiang refused to share the cost of the new fence). Despite 1943 31st Ave. project not yet commencing, the new fence

has already sustained damage, including pounded nails and damage to the top rail for their laundry line.

4. We have not seen final set of plans/drawings and do not want any unauthorized alterations or encroachments. The addition should observe the same 3-foot setback on their ground floor construction, as we completed our addition. (Please see attached photos).

Background

1. Our property has been subjected to repeated act of vandalism and harassment by our neighbor Xiang over the past years. On multiple occasions, our princess tree was deliberately damaged, and when confront Xiang Xu falsely attributed the damage to rainy storm conditions. None of the trees on our block sustained damages except our princess tree. When I went to my neighbor across the street to see if she saw anything happened, she said no; when I told her my neighbor 1943 31st Ave. Xiang Xu said that was caused by the storm, then my neighbor shook her head. And later on 10/31/2023 Xiang Xu said to me "if you tell anyone about I broke the princess tree your whole family will die".

This pattern of harassment ceased upon installation of security cameras. (See attached photos and police report.)

2. During the demolition phase of my property renovation in February 2025, my neighbor Xiang exploited the disruption to cut my garden hose, an act I believe was an intentional attempt to destroy my garden and the princess tree.

(Please see attached photos)

3. During our project construction, Xiang Xu, the neighbor entered our property without permission or notice and approached our contractors. I have attached the formal letter sent to the neighbor Xiang addressing his trespassing.
4. With this background we want 1943 31st Avenue to have all vents on the Upper roof and a 3-feet setback on the ground floor additions.

From: Yan Wang <yanwx88@gmail.com>
Sent: Monday, July 17, 2023 9:26 PM
To: Winslow, David (CPC) <david.winslow@sfgov.org>
Cc: Cynthia <cynthing@yahoo.com>; Ricqha <ricqha@yahoo.com>;
Xiang Xu <xiangx88@gmail.com>; Setyadiputra, Max (CPC)
<max.setyadiputra@sfgov.org>
Subject: Re: 1947 31st Avenue Discretionary Review Planning
Commission hearing date

Dear David,

Per our phone discussion this morning, here is our confirmation that the neighbors at 1943 and 1951 31st Ave, agree to **drop the application** for Discretionary Review for the Building Permit Application #2021.11.29.3176 **after the property owner revised their house addition floor plan.**

We accept the latest revised version (attached to this email). The revised plan file is named "Final Rev DR plan set 1947 31st Ave. 1. Pdf". The property owners have multiple revised versions during the recent communication, we accept the final revised version only as briefly described below:

1. Four windows on the second-floor property line wall are removed;
2. Ladders are removed;
-  3. Gas only direct vent fire place vent thru the upper roof only;
-  4. The second floor has 5-feet setback from both sides.

Thanks for your and Max's great help on our DR application.

Best regards,

Neighbors at 1943 and 1951, 31st Ave

P. 1

Report Type: Initial

San Francisco Police Department
INCIDENT REPORT

230783000

NARRATIVE

On November 2, 2023 at 1522 hours, R/V Yu came to Taraval Station to report a vandalism incident.

Yu stated that she is currently having her home renovated at 1947 31st Avenue and is not living here while work is being performed.

Yu has a tree in front of her home that sometimes drops leaves onto the neighbor's property or the branches droop over their fence line at 1943 31st Avenue. Yu's neighbor Xu does not like Yu's tree encroaching to his side of the fence and takes it upon himself to cut branches off it without proper skill, destroying the health and looks of the tree.

Xu periodically takes it upon himself to cut up Yu's tree without her permission or letting her know that it disturbs him. Xu has been doing this at least once a month since July and recently on October 31, 2023. Yu's neighbor told her that Xu cuts her tree after dark when no one can see him.

Yu attempted to send photos of the damaged tree, but was not successful. I attempted to contact Yu to resend the pictures but was unsuccessful in contacting her.

I gave a Follow Up form with the case number and follow up information to Yu. I electronically attached the evidence to this report and booked the originals at Taraval Station. I provided Yu with a Marsy's Card, Community Boards Pamphlet and restraining order information.

P.2

San Francisco Police Department
INCIDENT REPORT

Report Type: Initial

230783000

I N C I D E N T	Incident Number 230-783-000	Occurrence From Date / Time 07/15/2023 23:00	Occurrence To Date / Time 10/31/2023 23:00	Reported Date / Time 11/02/2023 15:22	CAD Number 233062165	230783000				
	Type of incident MALICIOUS MISCHIEF, VANDALISM TO PROPERTY 28150									
	Location of Occurrence: 1947 31ST AVE		At Intersection with/Premise Type HOUSE		District TARAVAL					
	Confidential Report? ☐	Arrest Made? ☐	Suspect Known? ☐	Suspect Unknown? ☒	Non-Suspect Incident? ☐		Domestic Violence? ☐	(Type of Weapon Used)	Use of Force? ☐	Reporting Unit 3100
	Location Sent / On View: 2345 24TH AV		At Intersection with		Reporting District TARAVAL					
	Crime and Clearance Status 0	Reported to Bureau	Name	Star	Date/ Time		Elder Victim ☒	Gang Related? ☐	Juvenile Subject? ☐	Prejudice Based? ☐
Have you reviewed the attached list of procedures required by Department General Order (DGO) 7.04?										

O F F I C E R A T I O N	I declare under penalty of perjury, this report of <u>3</u> pages is true and correct, based on my personal knowledge, or is based on information and belief following an investigation of the events and parties involved. PROP 115 CERTIFIED 5 Years								
	Reporting Officer (PSA) CHEW, JEROME R		Star 4678	Station Taraval Station		Watch 1500-0100		Date 11/02/23 18:59	
	Reviewing Officer LIM, NATHAN B		Star 1464	Station Taraval Station		Watch 1500-0100		Date 11/02/23 20:38	
	OIC LIM, NATHAN B		Star 1464	Station Taraval Station		Watch 1500-0100		Date 11/02/23 20:38	
	Related Case --	Related Case --	Re-assigned to Copies to 31300 5G200		Assigned to 31300 Add'l Copies		Assigned by JC 4678		

R / V I C T I M	Code R/V 1	Name (Last, First Middle) YU, VIVIENNE			Alias			Email [REDACTED]			
	Day Phone Type		Home Address			City		State		Zip Code	
	Night Phone Type		Work Address			City		State		Zip Code	
	DOB / Age [REDACTED] 74	DOB Unk. ☐	or age between and	Race A	Sex F	Height 5'2	Weight 110	Hair Color BLK	Eye Color BRO	ID Type Jurisd.	ID No.
	Confidential Person ☐	Violent Crime Notification ☐	293 PC Star Notification ☐			Follow-up Form YES ☒		Statement YES ☒		Relationship to Subject NEIGHBOR	
	School (if Juvenile)			Injury/Treatment			Other Information/If Interpreter Needed Specify Language				
	Interpreter Needed ☐		Language		Language Description(if Other)		Language Line Service/Interpreter ID#		Bilingual Ofc Star#		

P.3

San Francisco Police Department INCIDENT REPORT

Report Type: Initial

230783000

S U S P E C T	Code S 1	Name (Last, First Middle) XU, XIANG			Alias			Email Unknown			
	Day Phone (000) 000-0000		Type Unknown	Home Address [REDACTED]			City		State	Zip Code	
	Night Phone		Type	Work Address			City		State	Zip Code	
	DOB Unknown ☐	Date of Birth [REDACTED]	Age 55	or age between and		Race A	Sex M	Height 5'10	Weight 175	Hair Color BLK	Eye Color BRO
	SFNO	J/D# (if Juvi)	ID Type/Jurisdiction/Number [REDACTED]			ID Type/Jurisdiction/Number			ID Type/Jurisdiction/Number		
	Booking Charge(s)						Booking Location				
	Warrant #	Court#	Action#	Dept#		Enroute to					
	Warrant Violation(s)								Bail (\$)		
	Citation#	Violation(s)				Appear Date/time		Location of Appearance			
	☐ CA Form Booked Copy Attached	Mirandized: Star ☐		Date Time		CWB Check		Star			
Book/Cite Approval	Star	Mass Arrest Code		M X-Rays ☐		School (if Juvenile)			Statement ☐		
Other Information: Citation/Warrant/Booking Charge(s)/Missing Person-Subject Description; Scars, Marks, Tattoos NO FURTHER DESCRIPTION OR INFORMATION											
Interpreter Needed ☐	Language		Language Description(if Other)			Language Line Service/Interpreter ID#			Bilingual Ofc Star#		

P R O P E R T Y	Code/No DMG 1	Item Description TREE				Brand		Model	
	Serial No.		Gun Make	Caliber	Color MUL/COL	Narcotics Lab No.		Quantity 1	Value \$75.00 Total
	Seized by (Star)		From Where						
	Additional Description/Identifying Numbers Branches haphazardly cut off								

**Vivienne Yu
1947 31st Ave.
San Francisco, CA 94116**

June 30, 2026

Xiang Xu & Yan Wang
1943 31st Ave.
San Francisco, CA 94116

Xiang and Yan,

I am writing to formally address the ongoing vandalism, damage and trespassing on my personal property to the new fence that I recently installed at my own expense.

Please note that this fence is situated entirely on my property, set back four inches inside my property line.

I was shocked and disappointed to discover you are using the fence to hang laundry, and that several nails have been driven into it, causing clear and intentional damage. Please be aware that I have security cameras footage that clearly documents these actions of vandalism. (See attached photos)

Please remove these nails immediately and refrain from using the fence for any purpose without authorization. I will be obtaining quotes for the necessary repairs, and I will expect full reimbursement for the costs, with the video and photo evidence serving as a complete record.

Furthermore, be advised that I am in the process of filing an official police report regarding this property damage. Please let me know how you plan to address this so we can resolve this matter promptly.

Sincerely,

Vivienne Yu

CC : Anthony David, Esq

Vivienne Yu
1947 31st Ave.
San Francisco, CA 94116

September 30, 2025

Xiang Xu
1943 31st Ave.
San Francisco, CA 94116

Xiang,

I am writing to formally address a matter regarding your recent actions on my property during the ongoing construction work at my house.

It has come to my attention during the last two weeks, you entered my property without permission or prior notice. This is considered trespassing, and I must ask that you respect the boundaries of my property moving forward. It is crucial for all involved to adhere to proper boundaries for safety and legal reasons.

Please consider this letter a formal warning: any future trespassing on my property will not be tolerated, and I will take further legal action if necessary.

For clarity, two witnesses were present during the incidents and can confirm the unauthorized access. Their testimony will be part of any formal proceedings if this issue is not resolved promptly.

I trust this matter will be taken seriously, and I kindly ask for your cooperation in respecting the privacy and security of my home.

Sincerely,

Vivienne Yu

CC : Anthony David, Esq



Vivienne Lee <vyglobal@gmail.com>

Fence Issue

1 message

Chew, Jerome (POL) <Jerome.R.Chew@sfgov.org>
To: "VYGlobal@Gmail.Com" <VYGlobal@gmail.com>

Wed, Jul 8, 2026 at 5:31 PM

Mrs. Yu,

Regarding your fence issue,

You can file a vandalism report or

You can remove the nails and cut the string off from your fence or

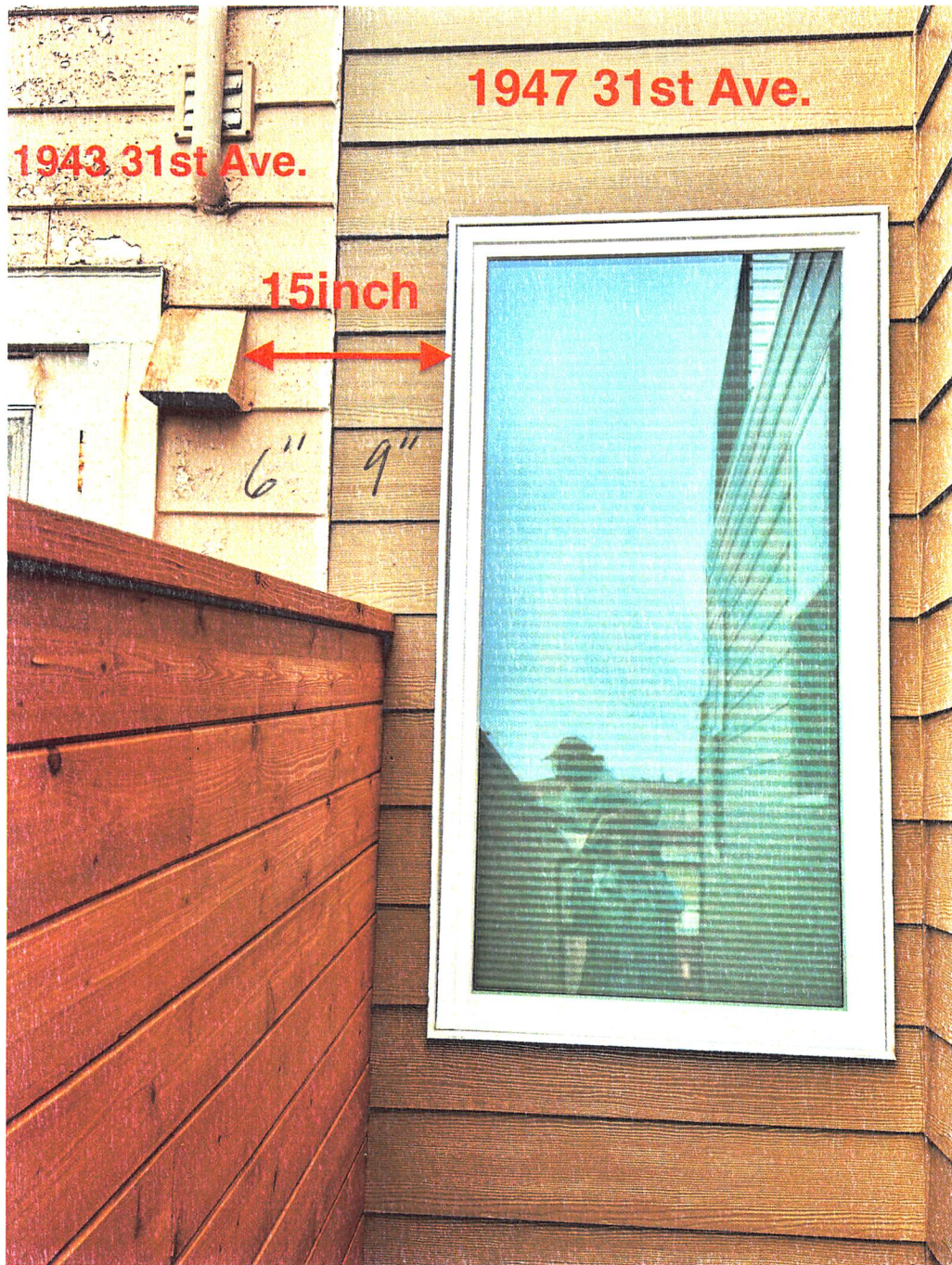
Ignore your neighbors and file a restraining order at the San Francisco Superior Court at 400
McAllister Street

PSA Jerome Chew/4678

Taraval Station

SFPD





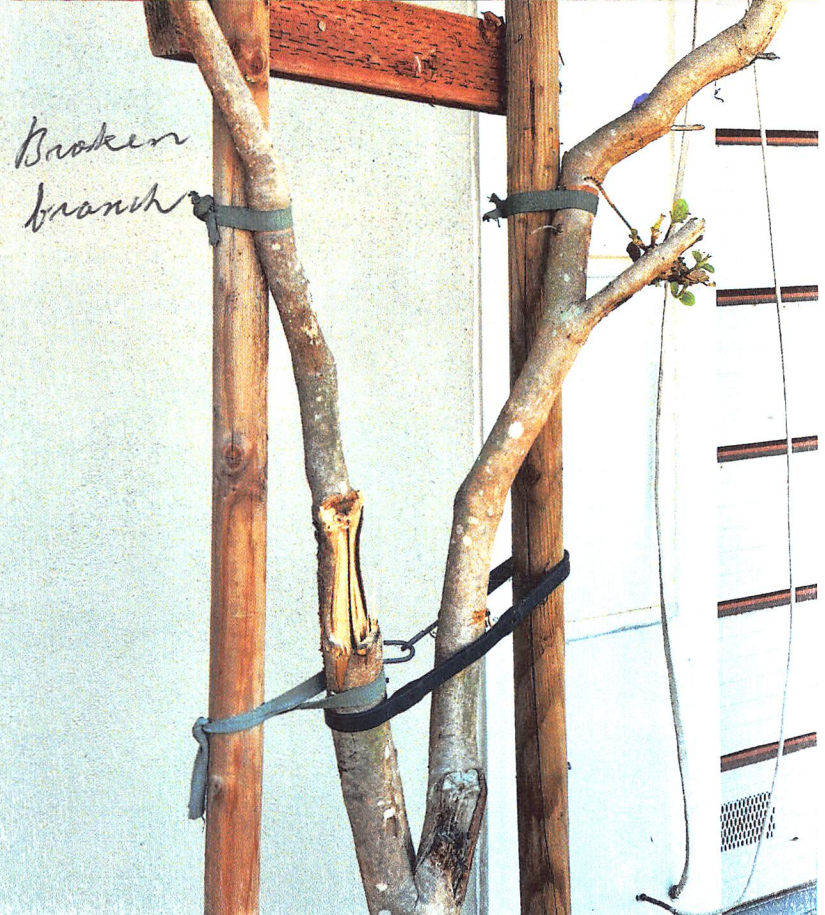
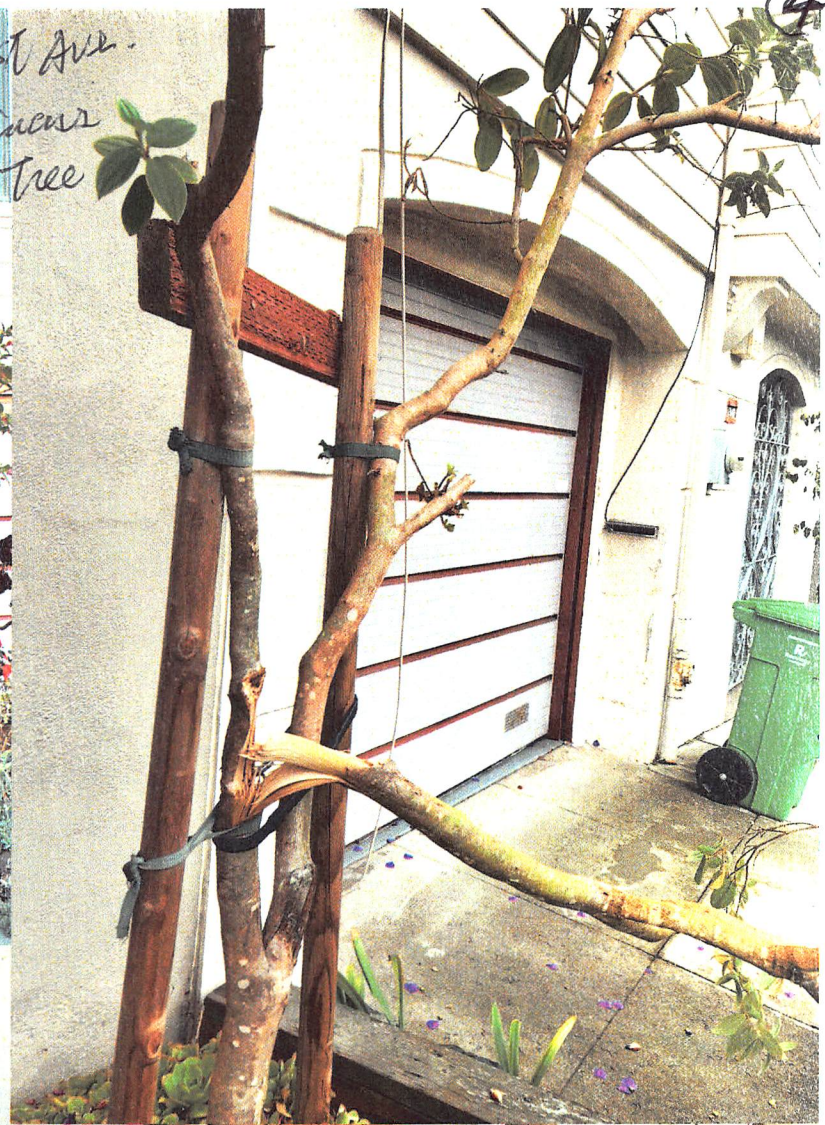
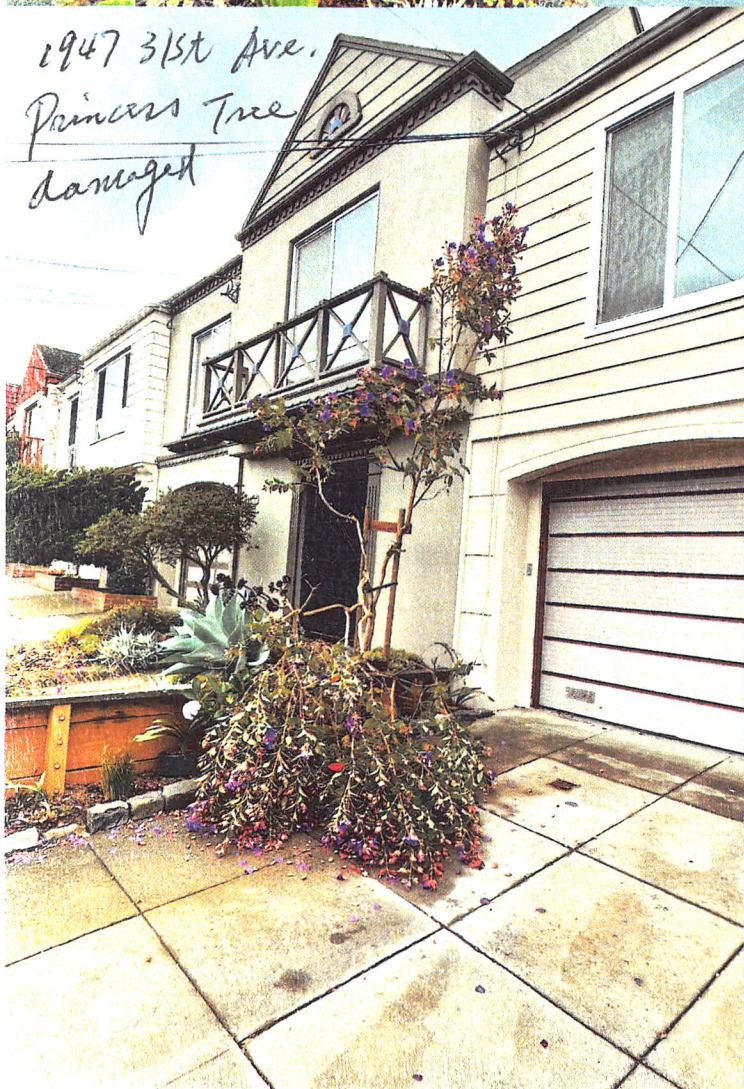
3.



1943 31st Ave.
Dry exhaust
steam



Original tree



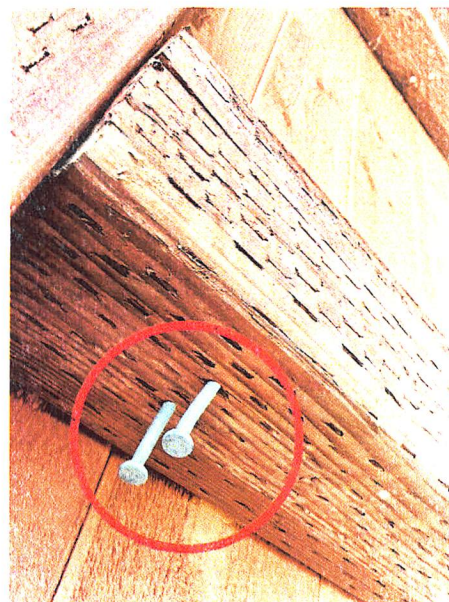
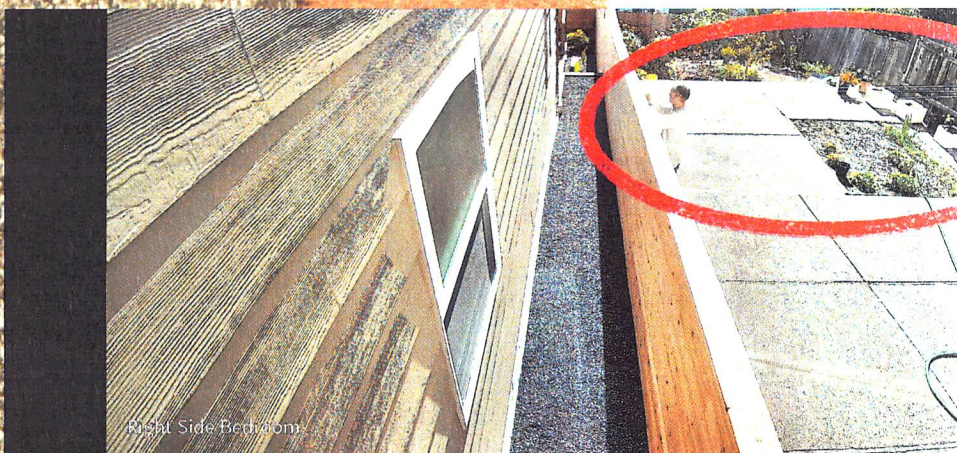
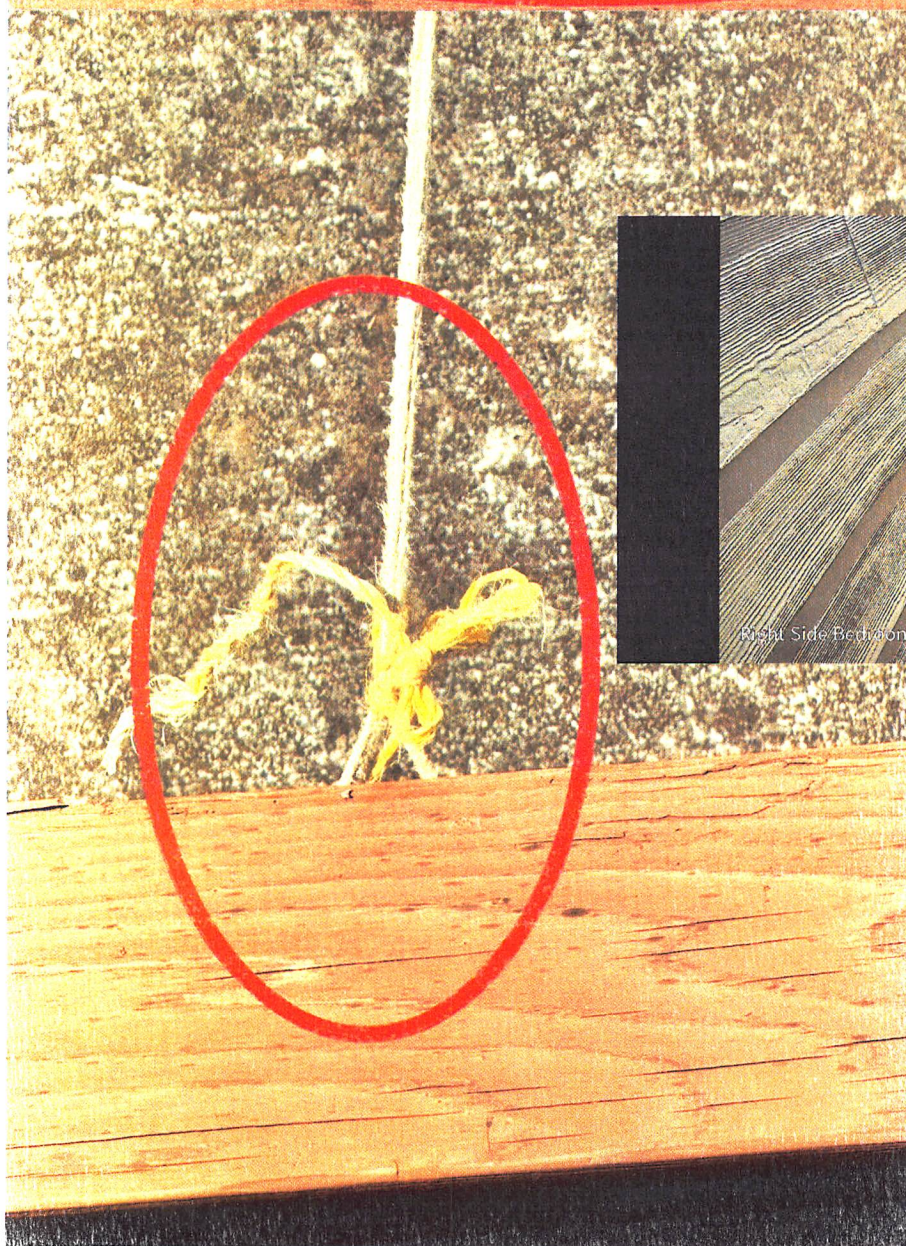


1947 31st Ave. (5)
Garden hose cut

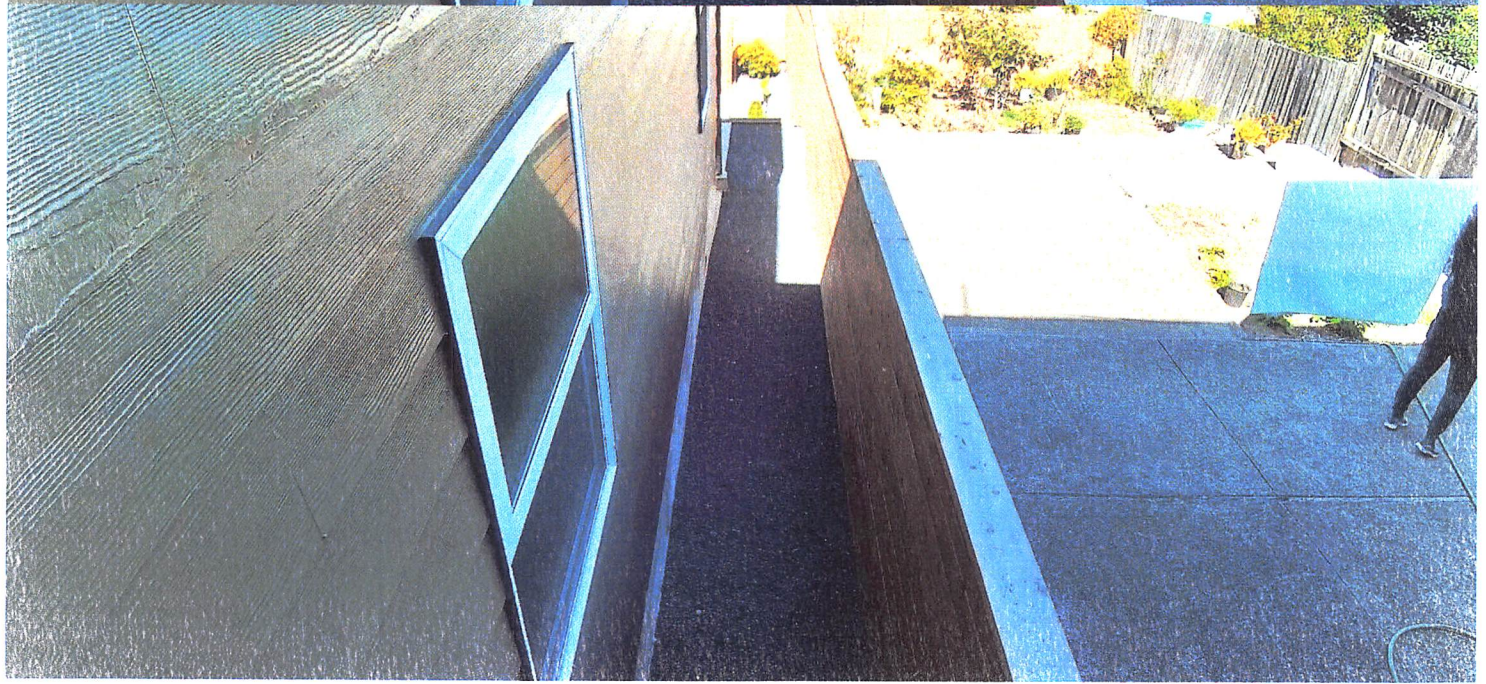
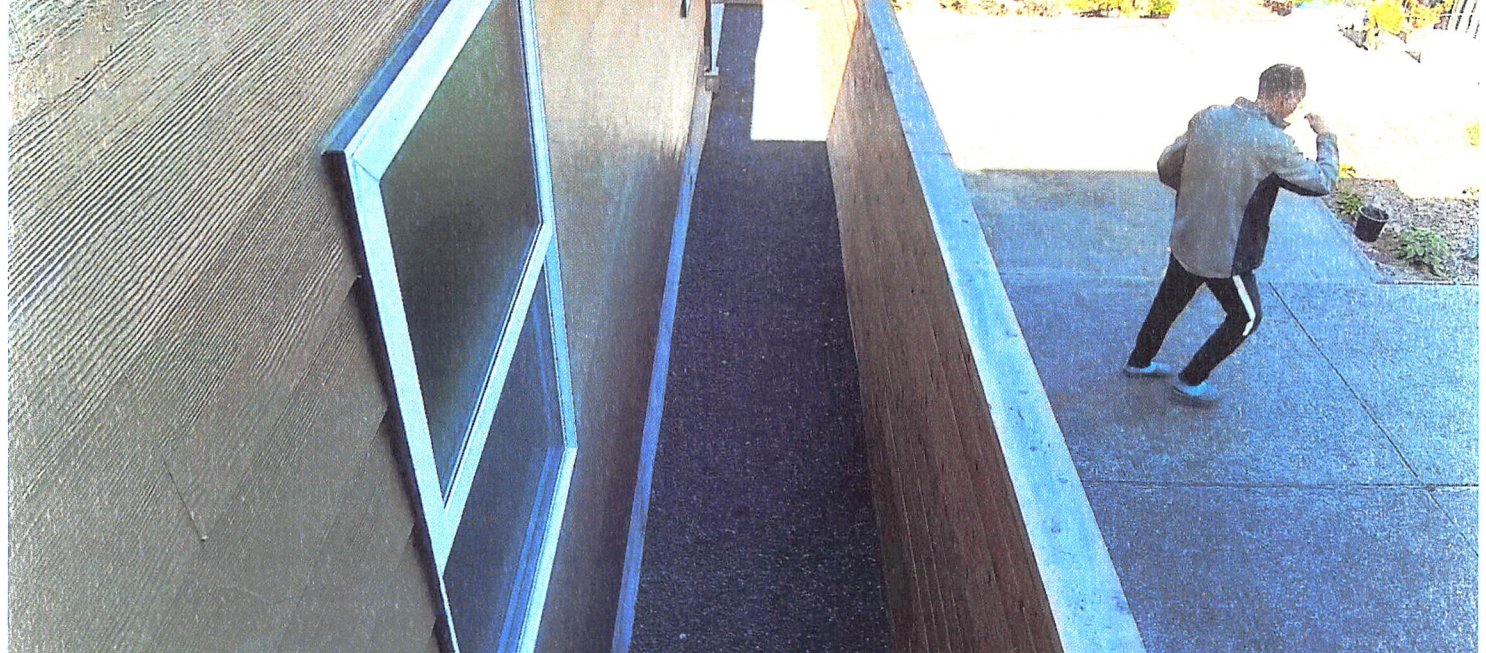
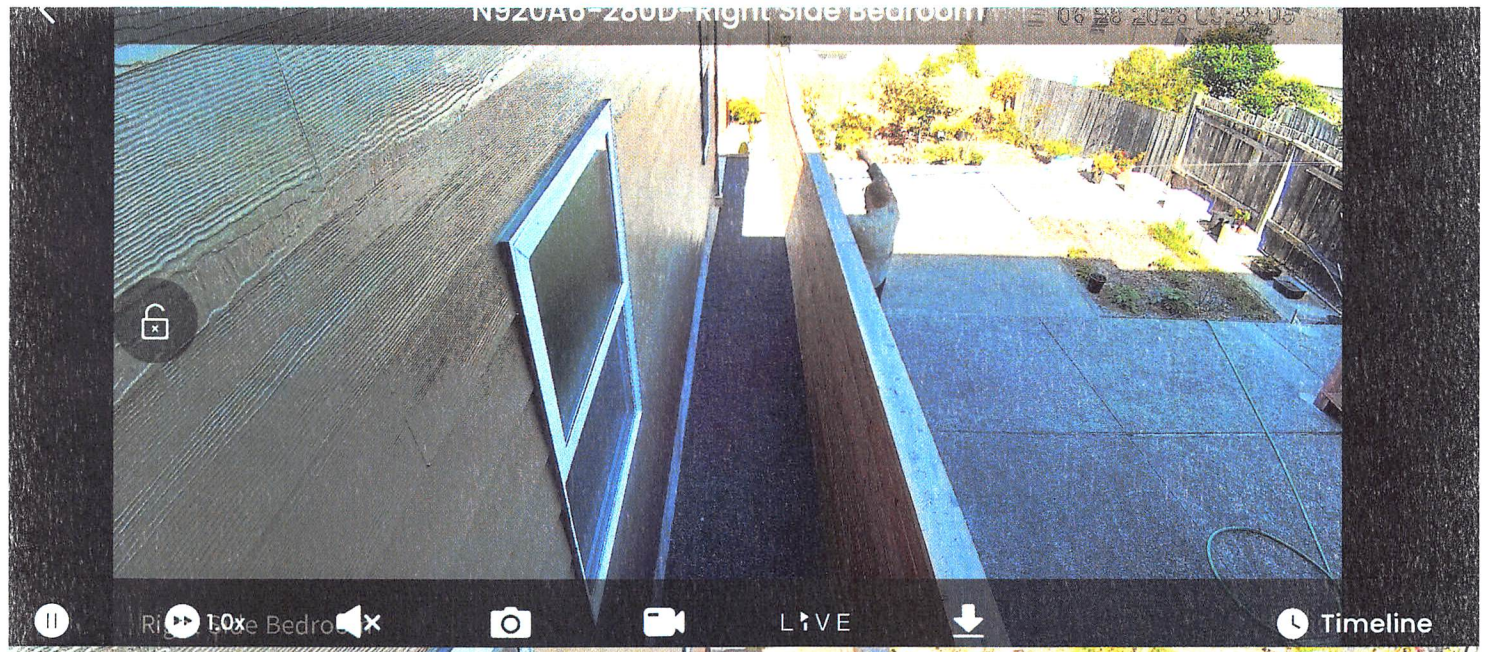
was built on 12/28/25. It has been damaged by 1943 31st Ave. neighbor when they use our fence to make their laundry lines.



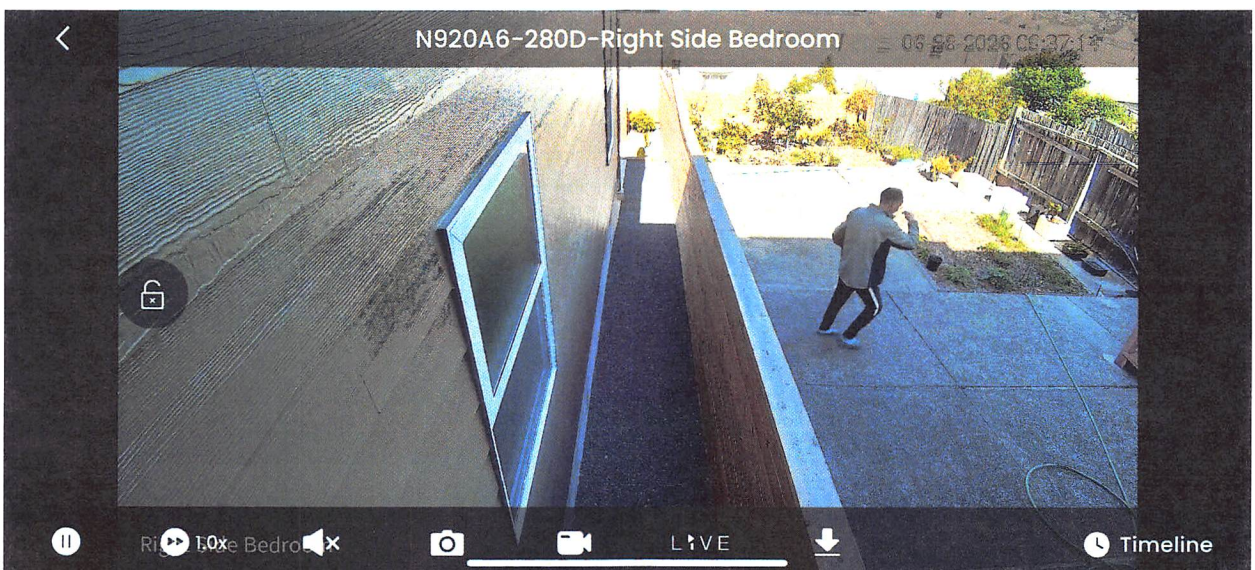
1947 31st Ave. ⑥
Damaged new
fence.



7



1943 31st Ave. using 1947 31st Ave. New fence as a laundry lines (8)



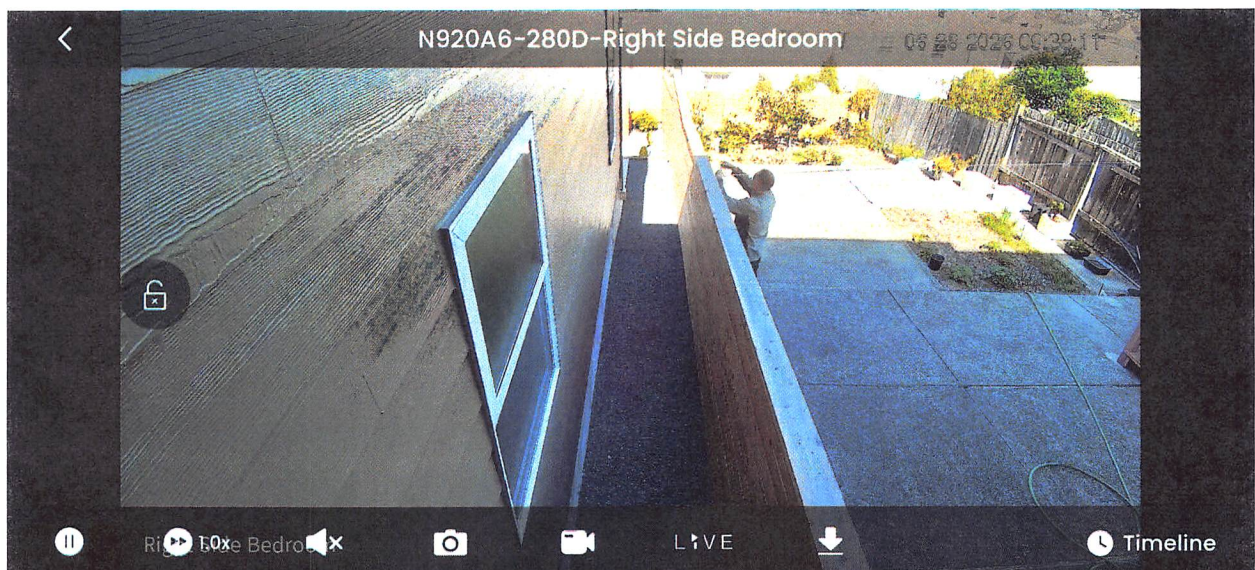
1943 31st Laundry

⑨



1947 31st Ave. 3-foot setback

(10)



BRIEF(S) SUBMITTED BY THE PERMIT HOLDER(S)

RE: Appeal No. 26-043

Permit No. 201808318960 for house addition at 1943 31st Ave

To the Board of Appeals:

I. INTRODUCTION AND REQUESTED ACTION

We respectfully submit this response to the appeal of Permit No. 2018/08/31/8960 for the approved rear addition at 1943 31st Avenue.

The proposed addition has undergone extensive review by the City over a period of several years. The project was reviewed by the San Francisco Planning Department, publicly noticed to neighboring property owners in 2023, and subsequently approved. The City-approved plans depict the proposed addition in its approved location and configuration. Please see Exhibit 1.

The appellant, Ms. Vivienne Yu, initially raised concerns regarding the location of exhaust vents and the use of a fence along the property line. In an effort to resolve those concerns, our architect, Mr. Sherman Yan, responded on August 25, 2026 and confirmed that the exhaust vents associated with the proposed construction would terminate above the high roof in accordance with applicable requirements and would not face Ms. Yu's property. Please see Exhibit 2. Our architect has since prepared a vent detail depicting the proposed exhaust termination at least three feet from the property line and at least twelve inches above the high roof. Please see Exhibit 3. He also confirmed that the addition would be constructed entirely within our property boundaries. Please see Exhibit 2.

Despite these accommodations, Ms. Yu declined to withdraw her appeal and subsequently requested that the Board require an additional three-foot setback for the ground-floor addition. She has not identified an applicable Planning Code provision requiring the requested three-foot setback. Moreover, the setback she now requests is not reflected in the plans previously reviewed and approved by the City.

Ms. Yu's subsequent brief also raises allegations concerning a tree, garden hose, fence, and historical access between the two properties. We dispute the material factual characterizations underlying those allegations. More importantly for purposes of this proceeding, these historical neighbor disputes do not demonstrate that the approved addition violates applicable permitting requirements or provide a basis for materially modifying the City-approved project.

For the reasons described below, we respectfully request that the Board deny the appeal and uphold Permit No. 2018/08/31/8960 without imposing the appellant's requested three-foot setback.

II. THE PROJECT UNDERWENT PLANNING REVIEW, PUBLIC NOTIFICATION, AND CITY APPROVAL

The permit application for the proposed addition was originally filed in 2018 and has undergone an extensive City review process.

As part of that process, the San Francisco Planning Department issued a formal Notice of an Application for Rear Addition on March 6, 2023. The notice specifically concerned the proposed

rear addition at 1943 31st Avenue and identified Building Permit Application No. 2018.08.31.8960 and Planning Record No. 2018-013000PRJ. Please see Exhibit 4.

The notice informed neighboring property owners that, if they believed exceptional circumstances existed, they could request a public hearing for Discretionary Review by the response deadline of April 5, 2023. The notice further advised that a right to request review could expire or the development approval could become final by that date. Please see Exhibit 4.

No Discretionary Review was requested during that notification period.

Following completion of the public-notification process, Planning approved the project and the plans proceeded through the City's subsequent review process. The City's permit history documents the Planning approval and subsequent departmental review leading to issuance of the Site Permit. Please see Exhibit 5.

Most importantly, the City-approved plans depict the footprint and configuration of the proposed rear addition. The approved ground-floor addition does not incorporate the additional three-foot setback that Ms. Yu now asks the Board to impose. Please see Exhibit 1.

Accordingly, the location of the addition is not a new feature first presented to Ms. Yu after issuance of the Site Permit. The proposed rear addition underwent Planning review and public notification, and the project subsequently received City approval in the configuration reflected in the approved plans.

III. THE APPELLANT HAS NOT ESTABLISHED A BASIS FOR IMPOSING A NEW THREE-FOOT SETBACK

Ms. Yu now asks the Board to require that "The addition should observe the same 3-feet setback on their ground floor construction, as we completed our addition."

We respectfully disagree with this request for three reasons.

A. The project completed the Planning review, neighborhood notification, and subsequent City review in the configuration shown in the approved plans.

The proposed addition was submitted to the City and underwent Planning review and the neighborhood notification process. Neighboring property owners were formally notified of the proposed rear addition and provided an opportunity to request Discretionary Review. No Discretionary Review was requested during the applicable response period.

Following completion of that process, Planning approved the project, and the project proceeded through subsequent City review culminating in issuance of the Site Permit. Please see Exhibits 1, 4, and 5.

The City-approved plans depict the ground-floor addition without the additional three-foot setback Ms. Yu now requests. Please see Exhibit 1. This is therefore not a circumstance in which the appellant is responding to a newly introduced design feature. The ground-floor footprint now challenged by Ms. Yu was part of the project that underwent Planning review and neighborhood notification in 2023. Ms. Yu had notice of the proposed rear addition and an opportunity to request Discretionary Review during that process, but no such request was filed.

The project then continued through subsequent City review and ultimately received approval in the configuration shown in the approved plans. The City's completed review and approval of this configuration is important context in evaluating the appellant's request to impose a new setback. As discussed in Section III.B below, the appellant has identified no applicable Code provision requiring the additional setback she now seeks.

B. The appellant has not identified an applicable Code provision requiring the requested three-foot setback.

Ms. Yu's brief does not identify a Planning Code or Building Code provision requiring the proposed ground-floor addition to be moved three feet away from the property line. Instead, Ms. Yu principally supports her request by stating that her own addition incorporated a three-foot ground-floor setback. She also references concerns regarding potential encroachment and the parties' prior neighbor disputes.

We respectfully submit that the appropriate question before the Board is whether the permit and approved plans comply with the requirements applicable to this project, not whether our project replicates design features incorporated into a neighboring project.

Our property was identified by Planning as being within the RH-1 zoning district in the City's 2023 public notice. Please see Exhibit 4. The City-approved plans already incorporate a five-foot setback on the second floor, while depicting the ground-floor addition without the additional three-foot setback Ms. Yu now requests. Please see Exhibit 1. The project subsequently underwent Planning review and received City approval in that configuration.

Ms. Yu has not identified any applicable Planning Code or Building Code provision requiring an additional three-foot setback at the ground floor, nor has she identified any respect in which the approved ground-floor footprint violates an applicable requirement. We therefore respectfully request that the Board decline to impose an additional setback that is not reflected in the City-approved plans and that the appellant has not shown to be required by an applicable Code provision.

C. The appellant's comparison to the setback on her own property does not establish a setback requirement for this project.

Ms. Yu states that our ground-floor addition should "observe the same 3-feet setback" because her own addition incorporated such a setback. However, her appeal does not identify why the ground floor of her project was set back three feet, nor does it identify any Planning Code or Building Code provision that would require the same configuration at 1943 31st Avenue.

To the extent Ms. Yu's request is based on a concern regarding encroachment, our architect has already confirmed in writing that the addition will be constructed entirely within our property boundaries. Please see Exhibit 2. The appellant has not identified an encroachment in the approved plans that would require the ground-floor footprint to be moved three feet inward.

Finally, imposing the requested three-foot setback at this stage would require substantial redesign of a project that has already undergone years of City review and was approved in its present configuration. Revising the ground-floor footprint would require additional architectural and technical work and would impose additional cost and delay on the permit holder. We recognize that such considerations would not excuse a violation of an applicable

requirement. Here, however, Ms. Yu has identified no such violation that would require the requested three-foot setback. Under these circumstances, we respectfully submit that imposing a new setback requested by the appellant without an identified Code or permitting basis would unnecessarily burden a project that completed the City's review and approval process in its current configuration.

IV. THE EXHAUST-VENT CONCERN HAS BEEN ADDRESSED

Ms. Yu's initial appeal raised a concern regarding the location of the laundry/exhaust vent near the property line.

The existing laundry vent predates the proposed addition and was already present when the property was purchased in 2011. Nevertheless, in an effort to address Ms. Yu's concern and avoid unnecessary disagreement, our architect informed Ms. Yu in writing on August 25, 2026 that:

1. all exhaust vents associated with the proposed construction will terminate above the roof in accordance with applicable requirements and will not face her property; and
2. the addition will be constructed entirely within our property boundaries.

Please see Exhibit 2.

Our architect specifically asked whether these accommodations would permit Ms. Yu to withdraw her appeal. She did not do so and instead continued the appeal.

We remain committed to the vent-routing accommodation communicated by our architect and to constructing the project in accordance with the approved plans and applicable City requirements. Our architect has further confirmed that the proposed exhaust termination will be located at least three feet from the property line and at least twelve inches above the high roof, as depicted in Exhibit 3. The depicted vent detail directly addresses the location and direction of the proposed exhaust identified in Ms. Yu's appeal.

V. THE REMAINING ALLEGATIONS ARE FACTUALLY DISPUTED AND DO NOT PROVIDE A BASIS TO MODIFY THE PERMIT

Ms. Yu's brief also discusses a fence, alleged damage to a tree, an allegedly cut garden hose, and allegations concerning entry onto her property.

We recognize that Ms. Yu has strong feelings regarding these issues, and we do not ask the Board to simply disregard concerns merely because they arise from disagreements between neighbors. However, we respectfully submit that these allegations should be distinguished from the question before the Board: whether there is a basis to overturn or materially modify the City's approval of the proposed addition.

A. Fence

Ms. Yu has raised concerns regarding the fence she installed near the common property line and our prior use of portions of that fence.

The proposed addition itself will be constructed entirely within our property boundaries and will not rely upon or incorporate Ms. Yu's fence as part of the addition.

Because parts of the fence and its post footing are located immediately adjacent to the property line, the precise location and extent of any portion of the fence above the ground and subsurface post footing may not be known until construction occurs. If construction reveals that any portion of the fence, its supports, or its footing appears to extend across the property line onto 1943 31st Avenue, those conditions will be documented and addressed through the applicable City procedures.

Accordingly, the existing fence dispute does not provide a basis to modify the approved footprint of the project.

B. Tree and garden-hose allegations

We categorically deny Ms. Yu's allegation that any member of our family damaged or cut her tree. At the time of the incident in 2022, we communicated directly with Ms. Yu and informed her that the wind had likely caused the tree to fall. Those communications are attached as Exhibit 6.

Ms. Yu subsequently filed a police report alleging that our family caused the damage. That allegation is false, and we unequivocally deny it. After learning of the report through Ms. Yu's appeal materials, we contacted the Taraval Police Station regarding the allegation. The police report itself does not establish that our family damaged the tree and reflects that Ms. Yu's attempted submission of photographs was unsuccessful and that the responding officer was unable to obtain those photographs after attempting to contact her. Please see Exhibit 7. We are not aware of any evidence provided to the police establishing that a member of our family damaged the tree.

Likewise, we are not aware of evidence establishing Ms. Yu's allegation that a member of our family cut her garden hose, and we unequivocally deny that allegation.

Ms. Yu further alleges that Xiang Xu threatened her family in connection with the tree. Mr. Xiang Xu unequivocally denies making the statement attributed to him or threatening Ms. Yu or her family in any manner. Ms. Yu has provided no evidence substantiating that allegation.

We unequivocally deny the allegations that our family damaged Ms. Yu's tree, cut her garden hose, or threatened her or her family. We have addressed these allegations because Ms. Yu chose to include them in her appeal materials and we do not want our silence to be interpreted as acceptance of allegations that we believe are false. At the same time, these allegations do not concern the design, zoning, or other permitting requirements of the proposed addition. We therefore respectfully request that they not be treated as a basis for imposing a new setback or otherwise modifying the permit.

C. The allegation regarding historical access does not provide a basis to modify the permit.

Ms. Yu raises allegations concerning Mr. Xiang Xu's access to the neighboring construction area during her project. The parties dispute the circumstances and authorization surrounding that historical incident. We do not ask the Board to resolve that separate property-access dispute because it does not concern the design, zoning, or permitting requirements of the proposed addition.

Additionally, during Ms. Yu's own construction, our family cooperated with her project and permitted members of her construction crew to use portions of our own property to facilitate

their work. Please see Exhibit 8. We provide that information solely as context and not to ask the Board to adjudicate historical disagreements concerning access between the properties.

Going forward, our position is straightforward: **the addition itself will remain within our property boundaries, and we will respect the appellant's property throughout construction.**

As discussed in Section V.A, if construction reveals that any portion of an existing fence above the ground or subsurface fence footing extends across the property line onto 1943 31st Avenue, that condition will be documented and addressed through the applicable City procedures.

Accordingly, concerns regarding historical access between the properties do not provide a basis to overturn or materially modify the approved Site Permit.

VI. CONCLUSION

This project has undergone a lengthy City review process, including Planning review, public notification, and subsequent departmental review before issuance of the Site Permit.

The appellant's exhaust-vent concern has been addressed. The relevant exhaust termination will be located at least three feet from the property line and at least twelve inches above the high roof (depicted in Exhibit 3) and will not face her property.

The appellant nevertheless asks the Board to impose a new three-foot setback on the ground-floor addition. The City-approved plans do not contain that setback, and the appellant has not identified an applicable Code provision requiring it. Her statement that her own addition

incorporates a three-foot ground-floor setback does not establish that the same setback is required for our separately reviewed project.

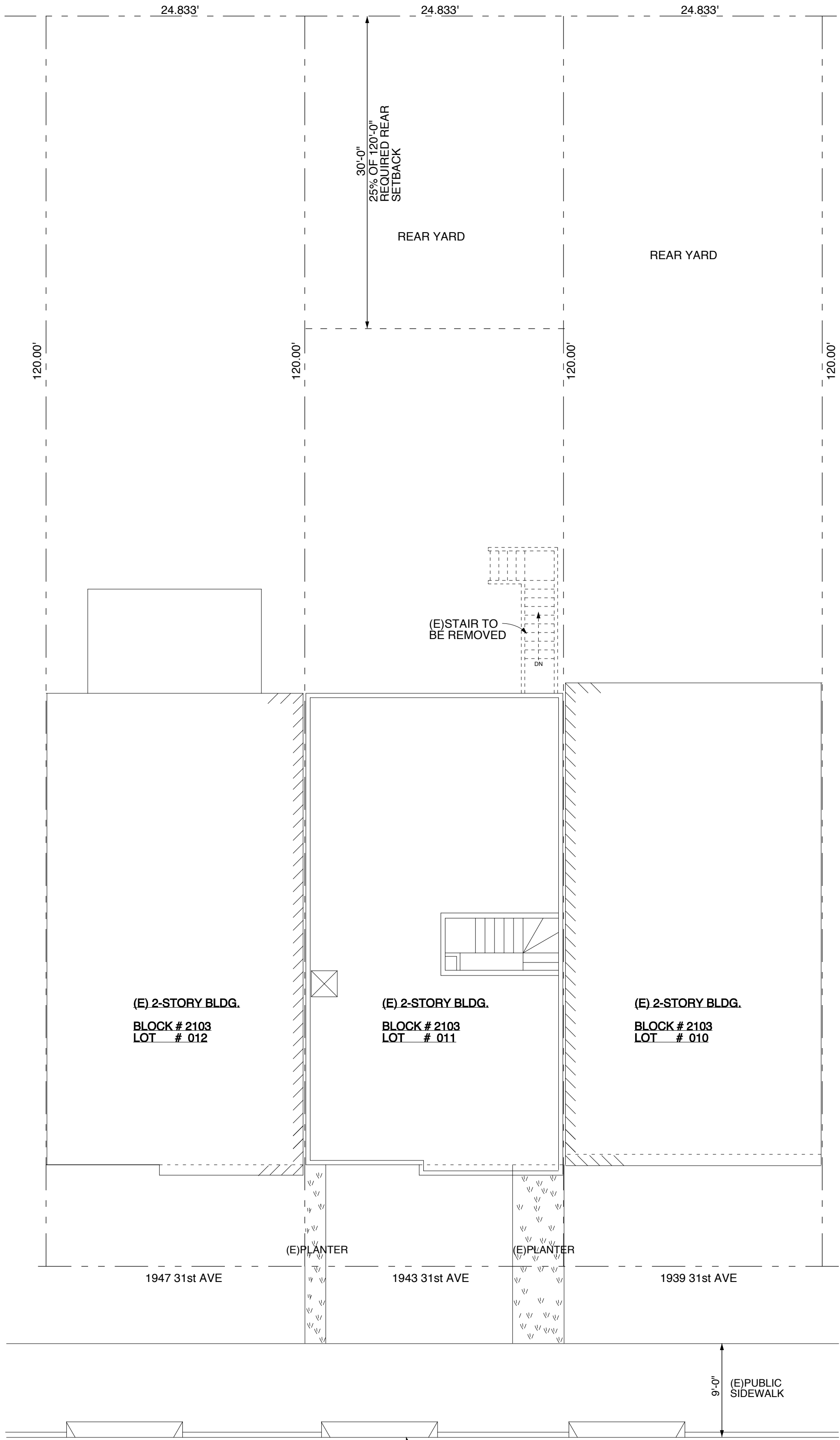
The remaining allegations regarding the fence, tree, garden hose, and historical property access concern separate neighbor disputes. We have responded to those allegations to clarify the record, but they do not establish a defect in the approved addition or a basis for materially altering its footprint.

We have made reasonable efforts to address the appellant's construction-related concerns and remain committed to constructing the addition entirely within our property boundaries and in accordance with the approved plans and applicable City requirements. In addition, DBI has conducted an independent review, found no violations, and also requests that the Site Permit be upheld and the appeal denied.

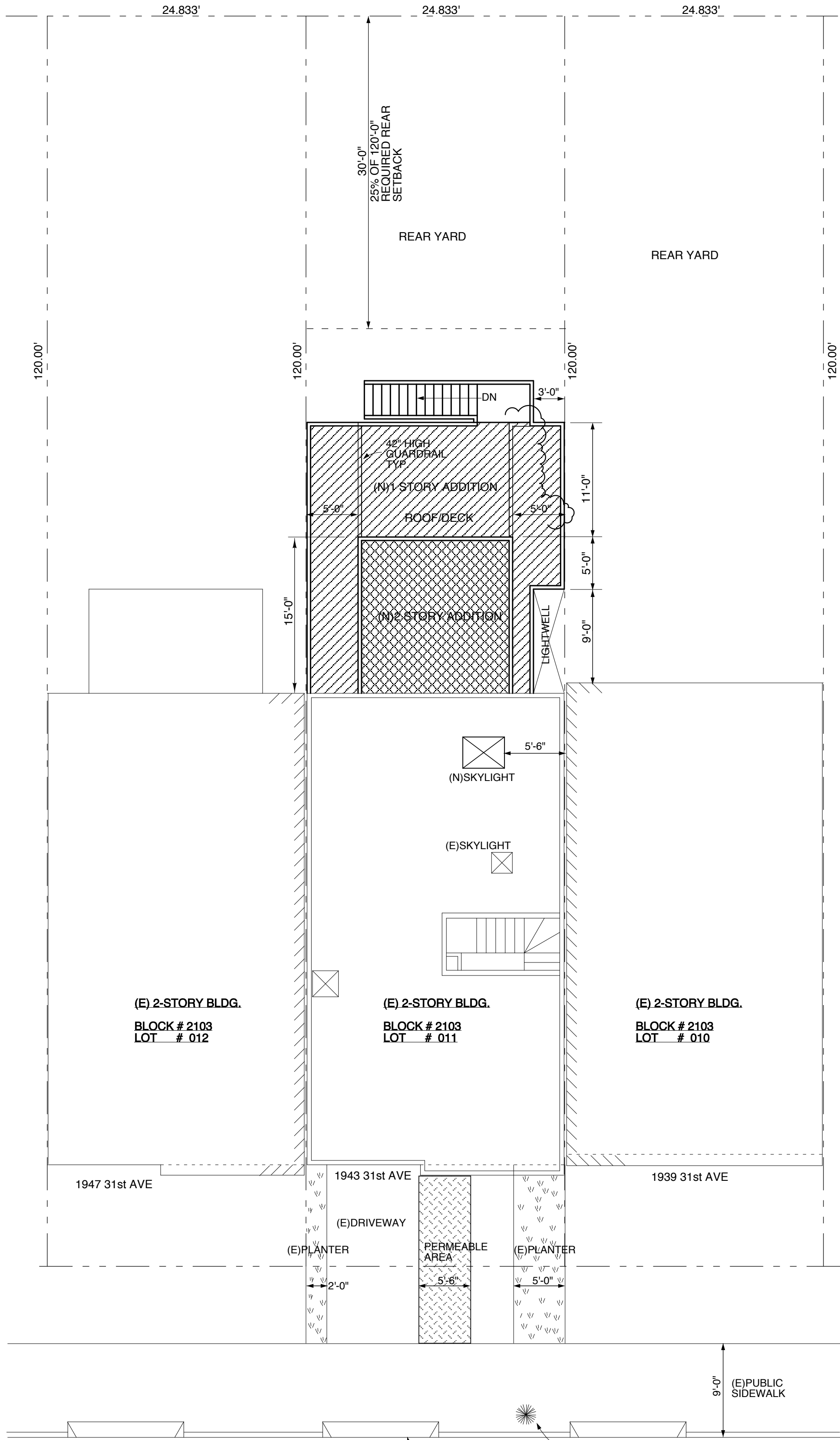
For these reasons, we respectfully request that the Board deny the appeal and uphold Permit No. 2018/08/31/8960 without imposing the appellant's requested three-foot setback.

VII. EXHIBITS (from No.1 to No.8 below)

Exhibit 1: Approved floor plan
by city planners in 2023



EXISTING SITE PLAN
SCALE: 1/8" = 1'-0"

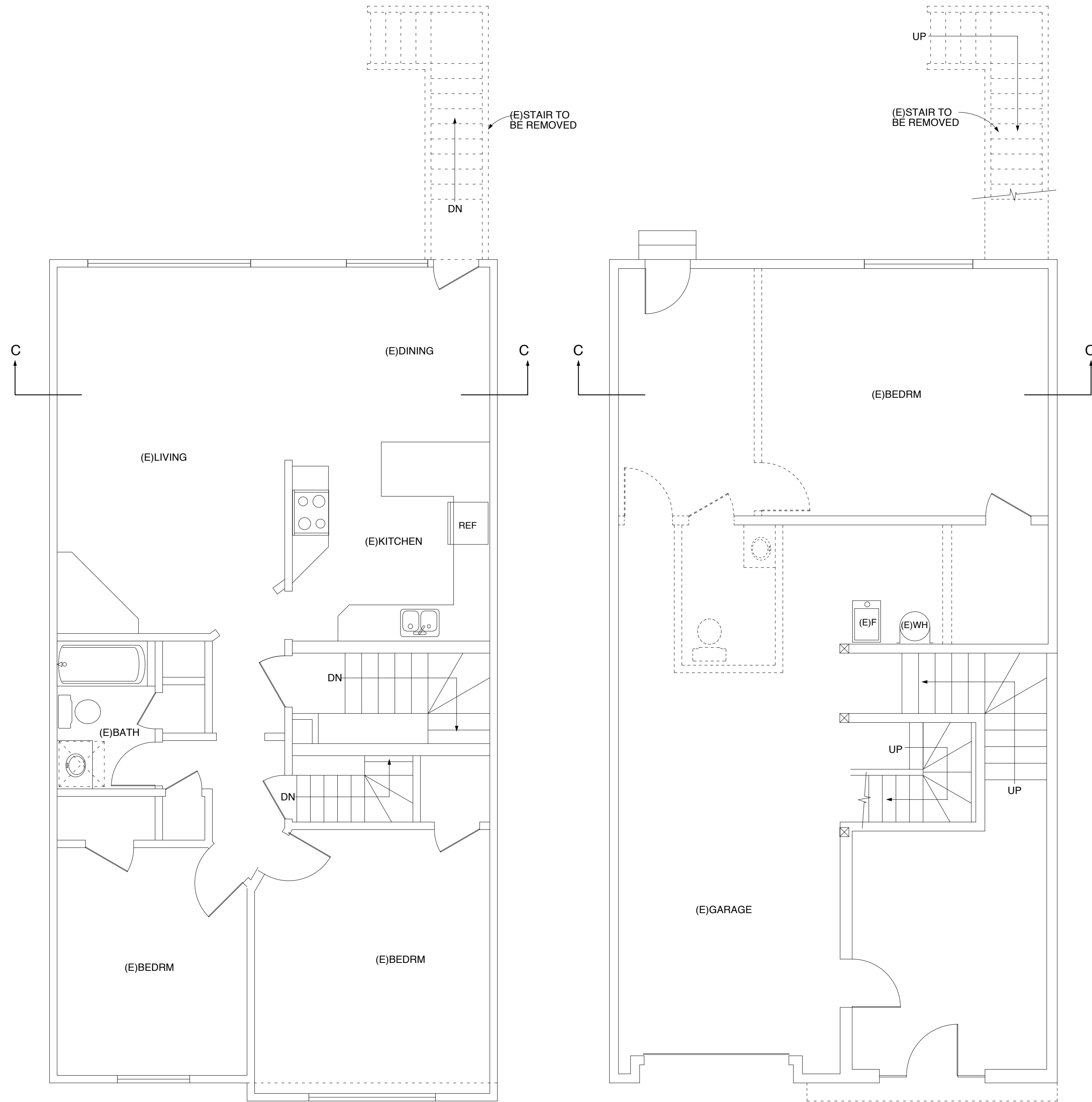


PROPOSED SITE PLAN
SCALE: 1/8" = 1'-0"

THERE IS NO SOIL REMOVAL/
EXCAVATION TO THIS PROJECT.

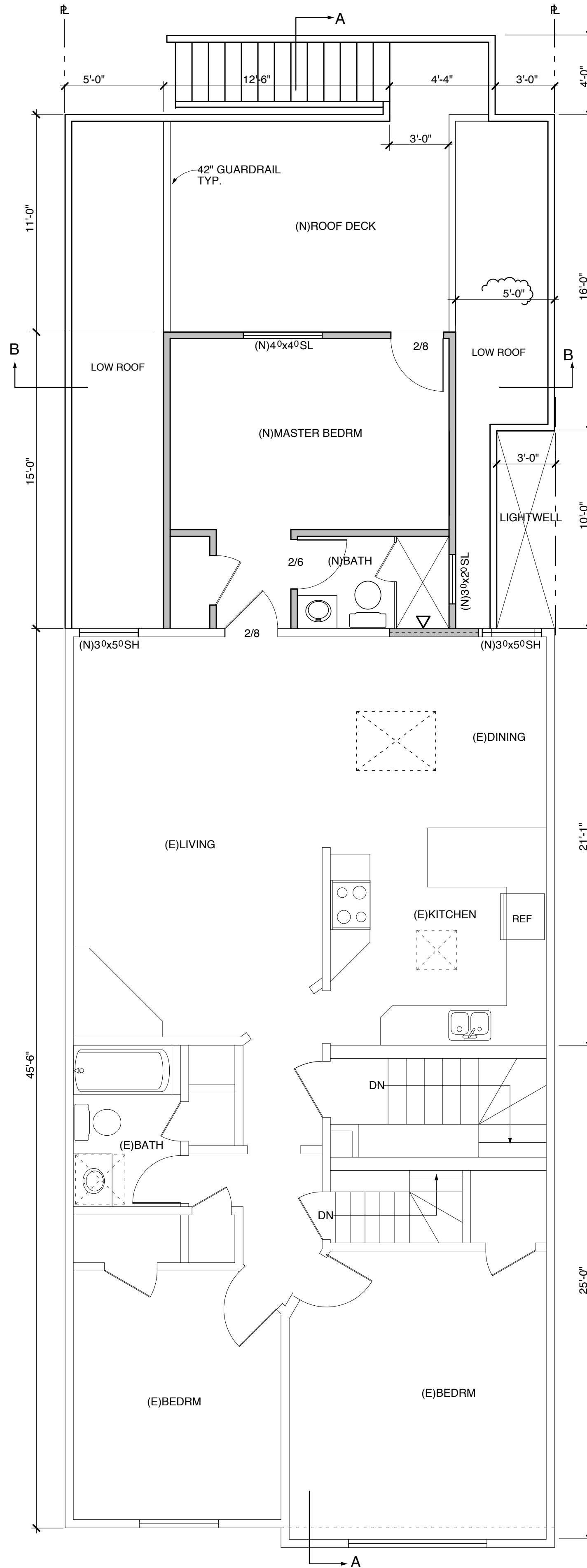
LEGEND				CODE COMPLIANCE	SCOPE OF WORK
==	EXISTING TO BE REMOVED	AFF	ABOVE FINISH FLOOR	ALL WORK SHALL BE IN COMPLIANCE WITH THE CITY & COUNTY OF SAN FRANCISCO CODES AND a) 2016 EDITION CALIFORNIA BUILDING CODE. b) 2016 EDITION CALIFORNIA PLUMBING CODE c) 2016 EDITION CALIFORNIA MECHANICAL CODE d) 2016 EDITION CALIFORNIA ELECTRICAL CODE. e) 2016 CALIFORNIA ENERGY CODE	1. 2-STORY REAR ADDITION INCLUDING a) 1 BEDRM, 1 BATH 1 OFFICE & 1 STUDY RM, REAR EXTERIOR STAIR AT 2nd FLOOR. b) 2 BED ROOMS & 1 BATH AT GROUND FLOOR PER PLAN.
---	EXISTING TO REMAIN	BLDG.	BUILDING		
---	NEW 2 X 4 @ 16 WOOD STUD WALL	CLG	CEILING		
S	WALL SWITCH @ +42" A.F.F.	CONC.	CONCRETE		
S ³	3-WAY WALL SWITCH @ +42" A.F.F.	DN	DOWN		
S ^D	WALL SWITCH @ +42" A.F.F. W/DIMMER	(E)	EXISTING	PROJECT DATA 1. CONSTRUCTION TYPE: 5B 2. OCCUPANCY TYPE: R3 3. 2-STORY 4. ZONING: RH-1	DRAWING INDEX A-1 EXISTING & PROPOSED SITE PLANS, A-2 FLOOR PLANS A-3 ELEVATIONS A-4 SECTIONS & (E)ELEVATIONS
S ^{OS}	WALL SWITCH @ +42" A.F.F. W/ OCCUPANCY SENSOR	(N)	NEW		
⊕	WALL RECEPTACLE @ +12" A.F.F.	PW	PLYWOOD		
⊕ 115V	SMOKE DETECTOR/ HARDWIRED W/BATTERY BACKUP	TYP.	TYPICAL		
H O H	WALL MOUNTED LIGHTING FIXTURE (HIGH EFFICACY)	VIF	VERIFY IN FIELD		
		W/	WITH		

REVISIONS	BY
RESIDENCE - ADDITION 1943 31st AVE. SAN FRANCISCO, CA. 94116	
S & A ENGINEERING DESIGN 423 YALE STREET SAN FRANCISCO, CA. 94134 TEL: (415) 337-5396 E-MAIL: S&AENGINEERING@AOL.COM	
COVER SHEET: SITE PLANS	
DATE:	12-26-17
SCALE:	AS SHOWN
DRAWN:	SY
JOB:	1776
SHEET A-1 OF SHEETS 4	

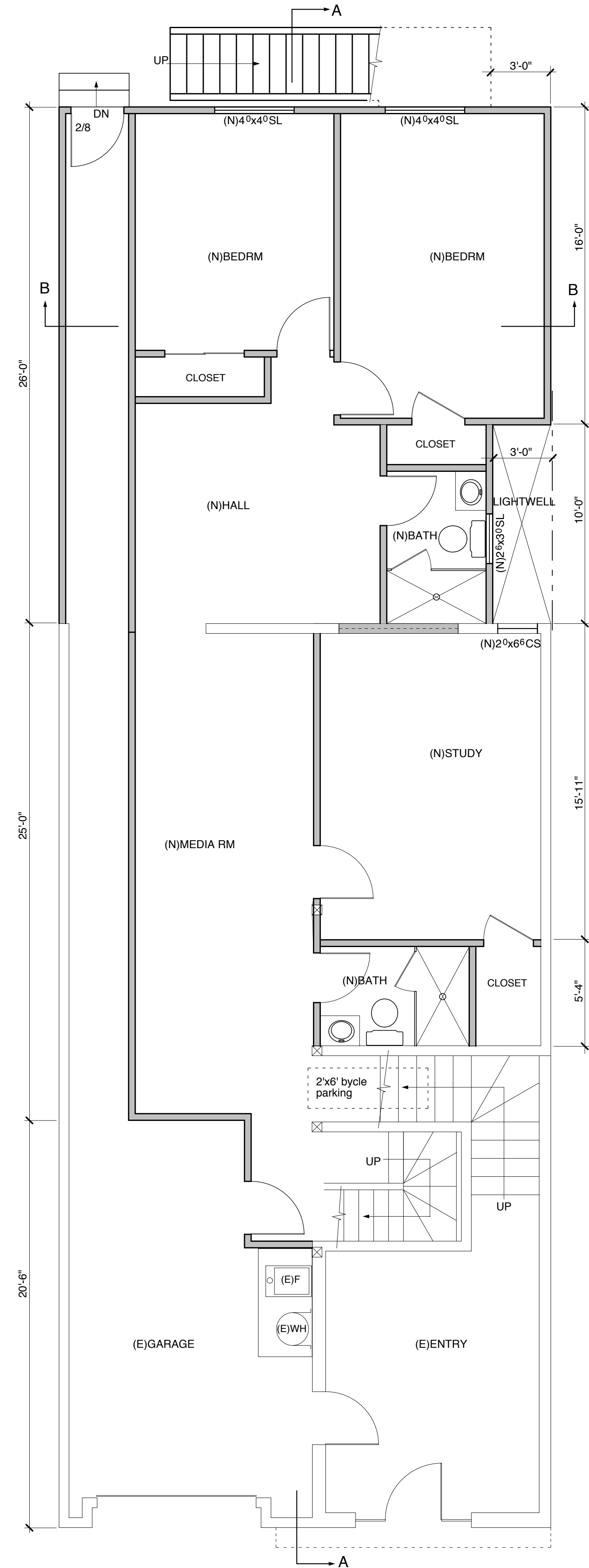


(E) 2nd FLOOR
SCALE: 1/4" = 1'-0"

(E) GROUND FLOOR
SCALE: 1/4" = 1'-0"



PROPOSED 2nd FLOOR
SCALE: 1/4" = 1'-0"



PROPOSED GROUND FLOOR
SCALE: 1/4" = 1'-0"

REVISIONS	BY

RESIDENCE - ADDITION
1943 31st AVE. SAN FRANCISCO, CA. 94116

S & A ENGINEERING DESIGN
423 YALE STREET
SAN FRANCISCO, CA. 94134
TEL: (415) 337-5396
E-MAIL: S&AENGINEERING@AOL.COM

FLOOR PLANS

DATE: 12-26-17

SCALE: AS SHOWN

DRAWN: SY

JOB: 1776

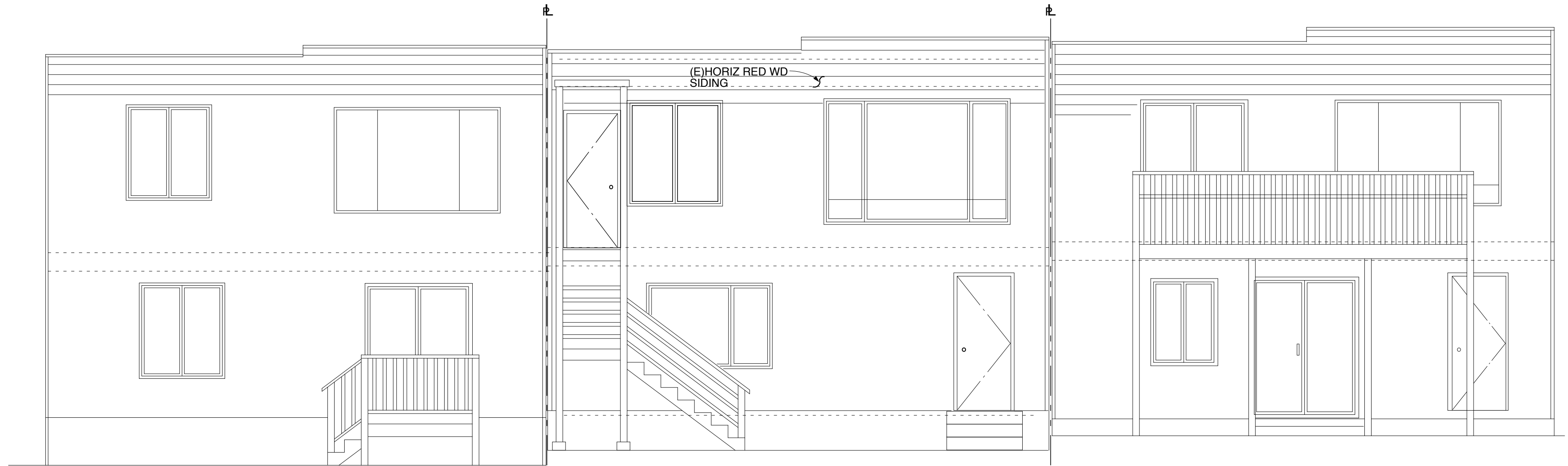
SHEET

A-2

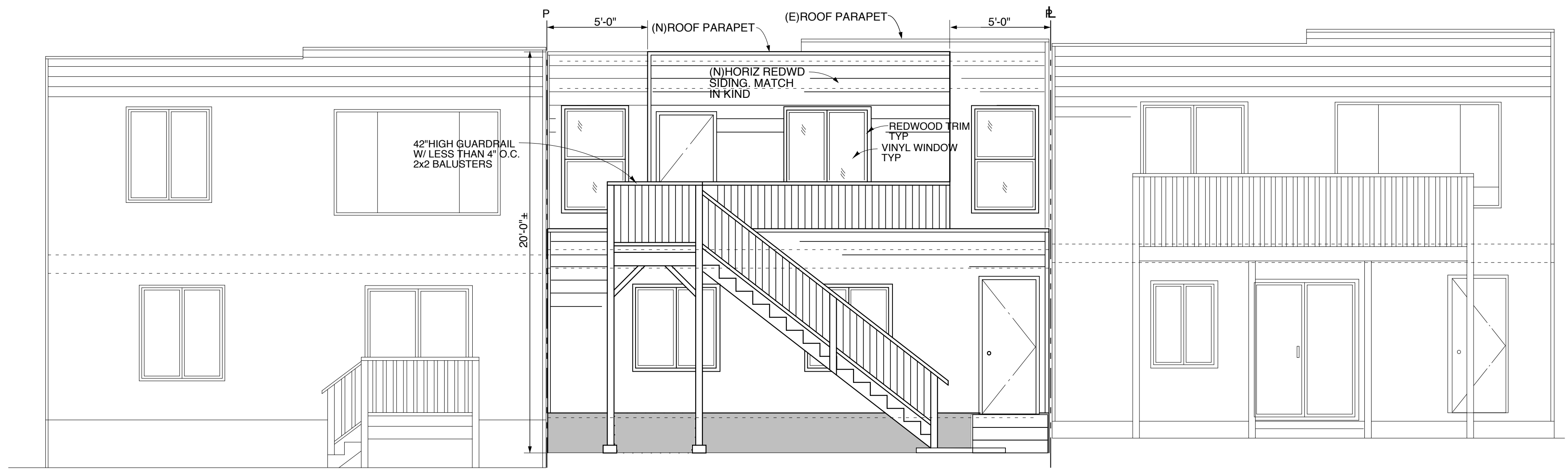
OF SHEETS 4



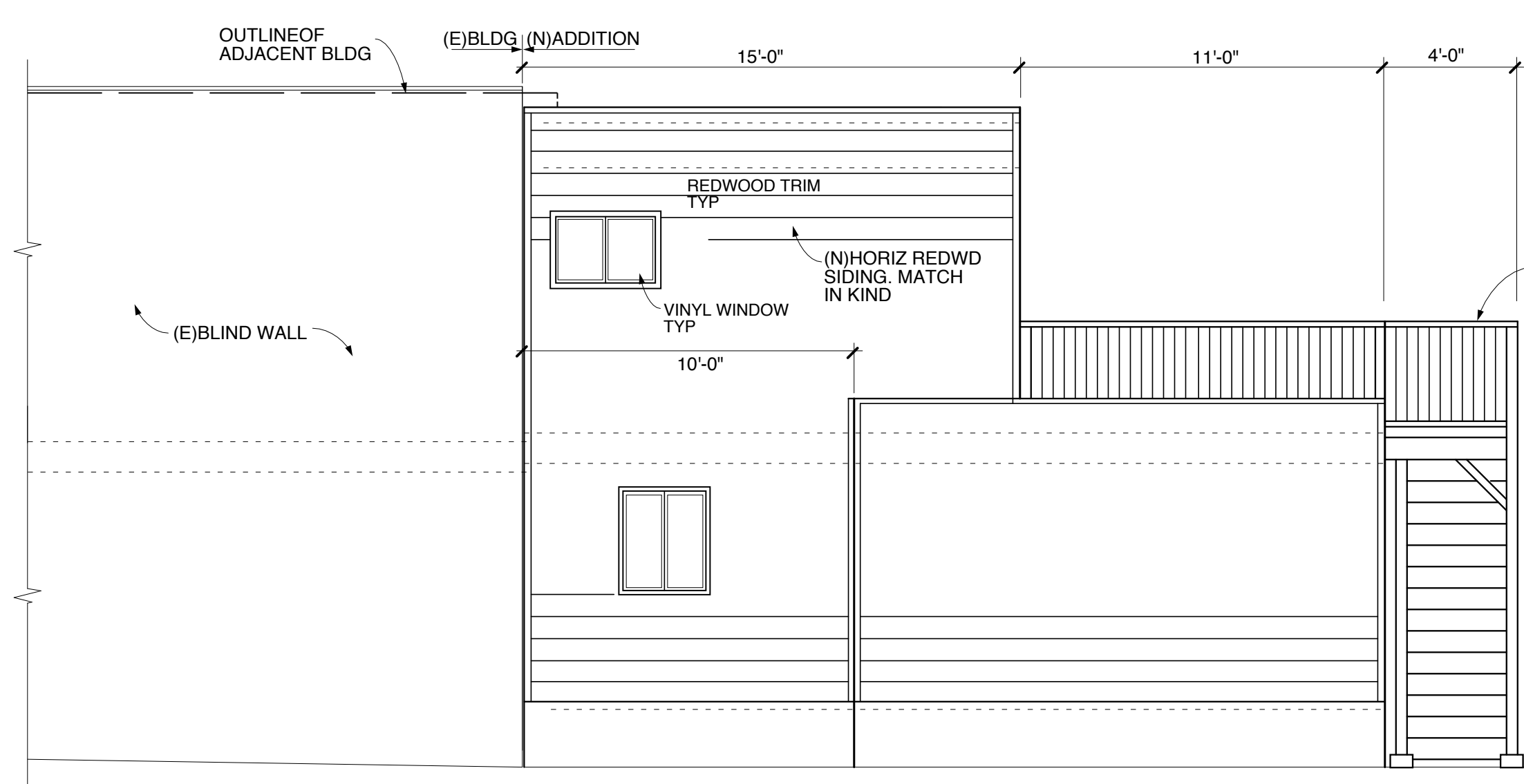
NO CHANGE
(E)FRONT ELEVATION
SCALE: 1/4" = 1'-0"



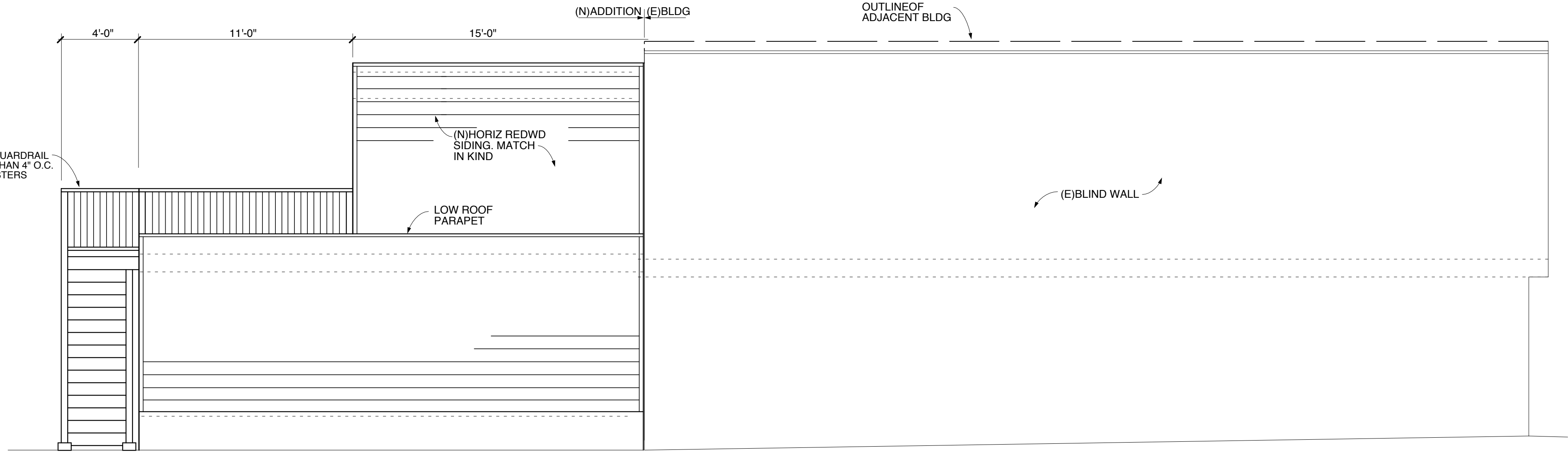
(E)REAR ELEVATION
SCALE: 1/4" = 1'-0"



PROPOSED REAR ELEVATION
SCALE: 1/4" = 1'-0"



PROPOSED RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



PROPOSED LEFT ELEVATION
SCALE: 1/4" = 1'-0"

REVISIONS	BY

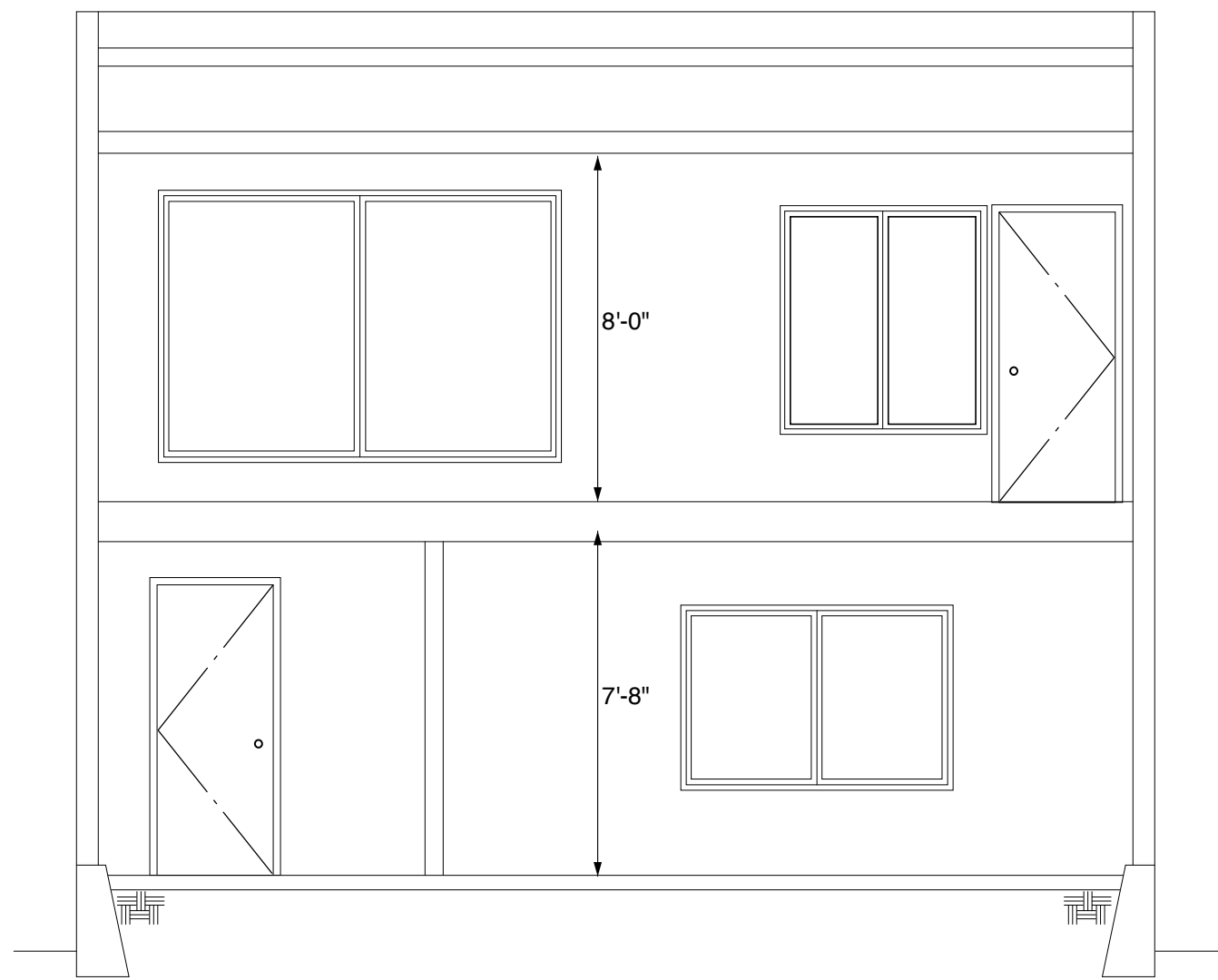
RESIDENCE - ADDITION
1943 31st AVE. SAN FRANCISCO, CA. 94116

Sherman
S & A ENGINEERING DESIGN
423 YALE STREET
SAN FRANCISCO, CA. 94134
TEL: (415) 337-5396
E-MAIL: S&AENF@AOL.COM

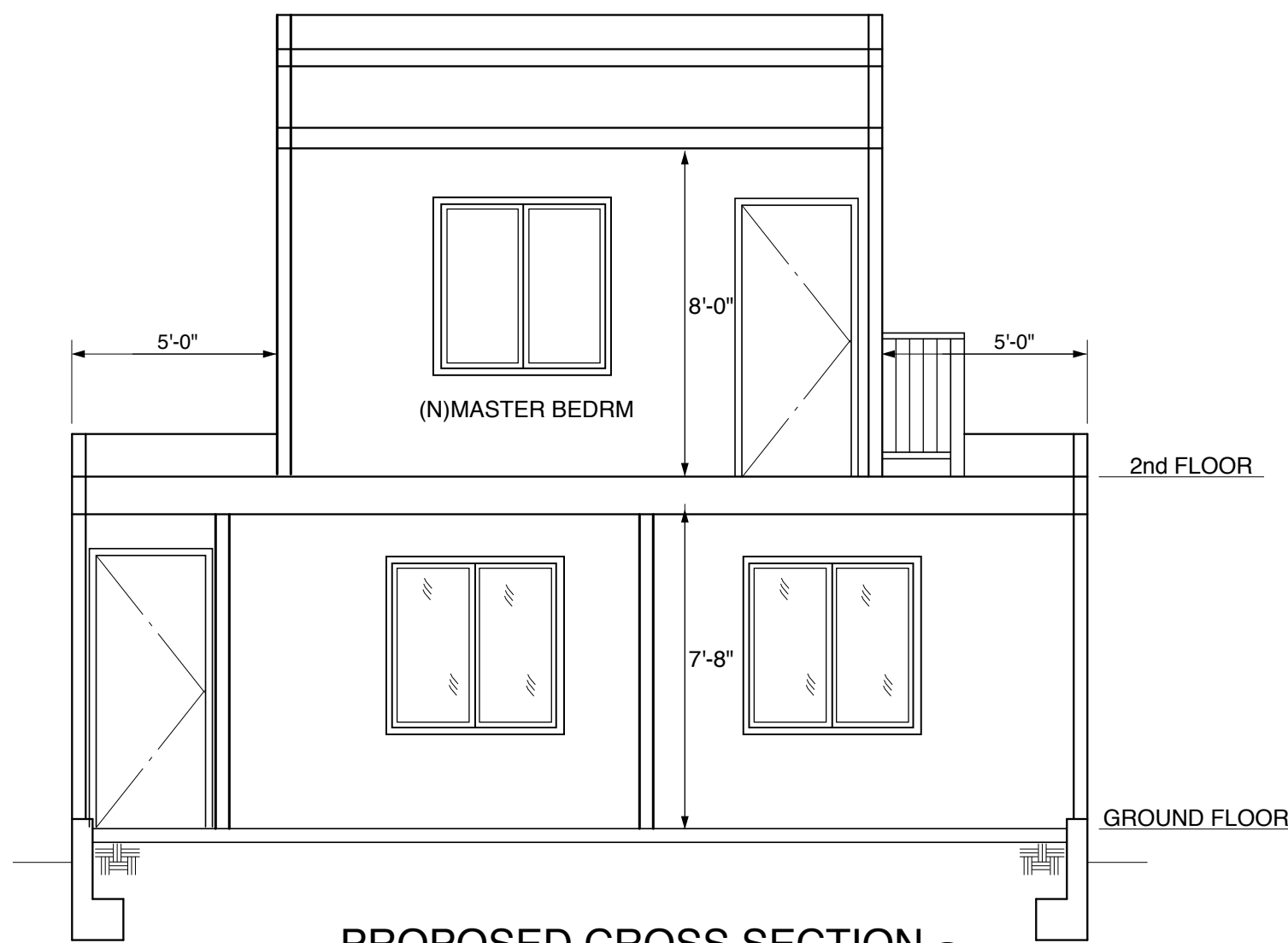
ELEVATIONS

DATE: 12-26-17
SCALE: AS SHOWN
DRAWN: SY
JOB: 1776

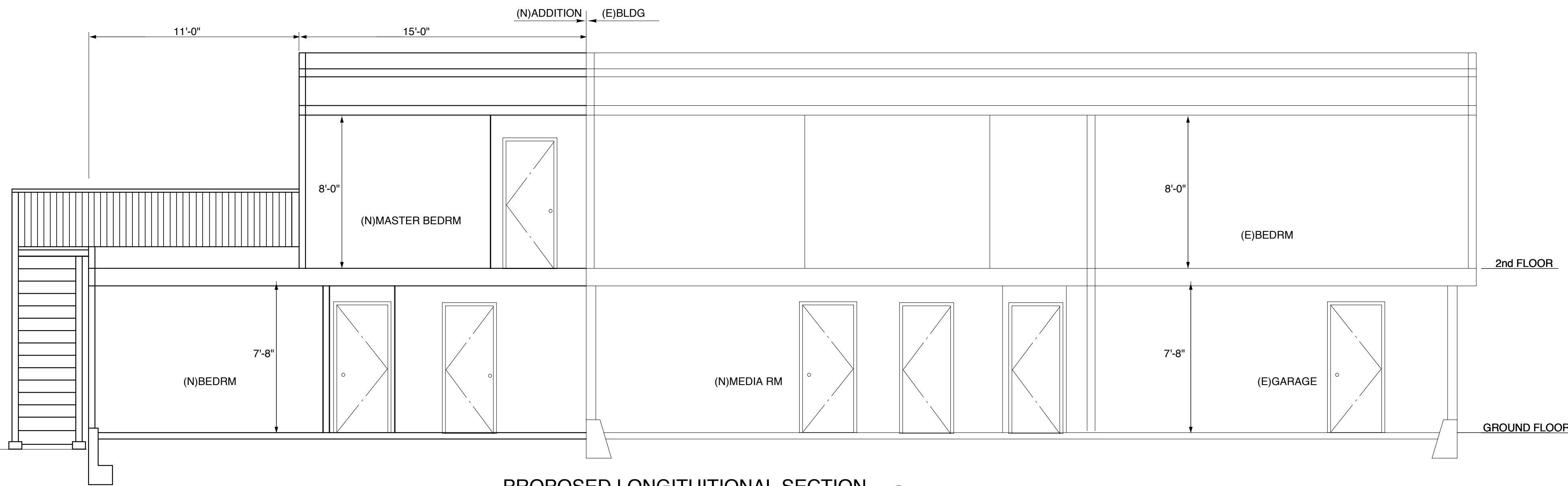
SHEET
A-3
OF SHEETS 4



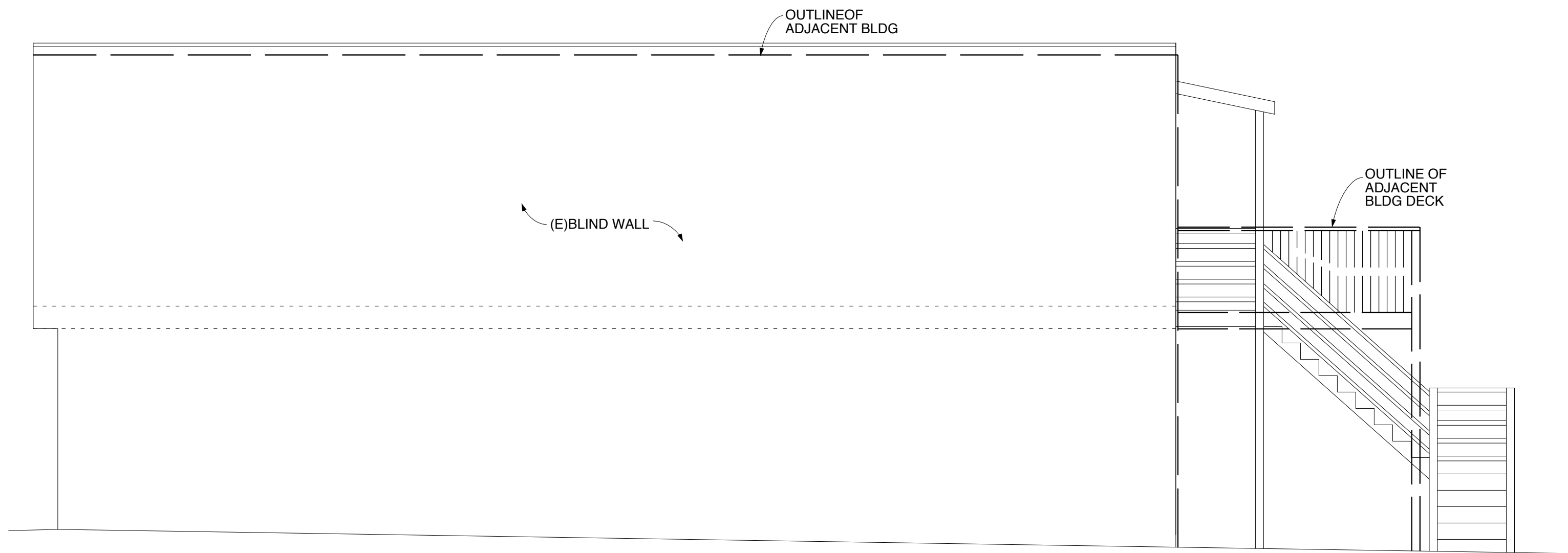
(E) CROSS SECTION C
SCALE: 1/4" = 1'-0"



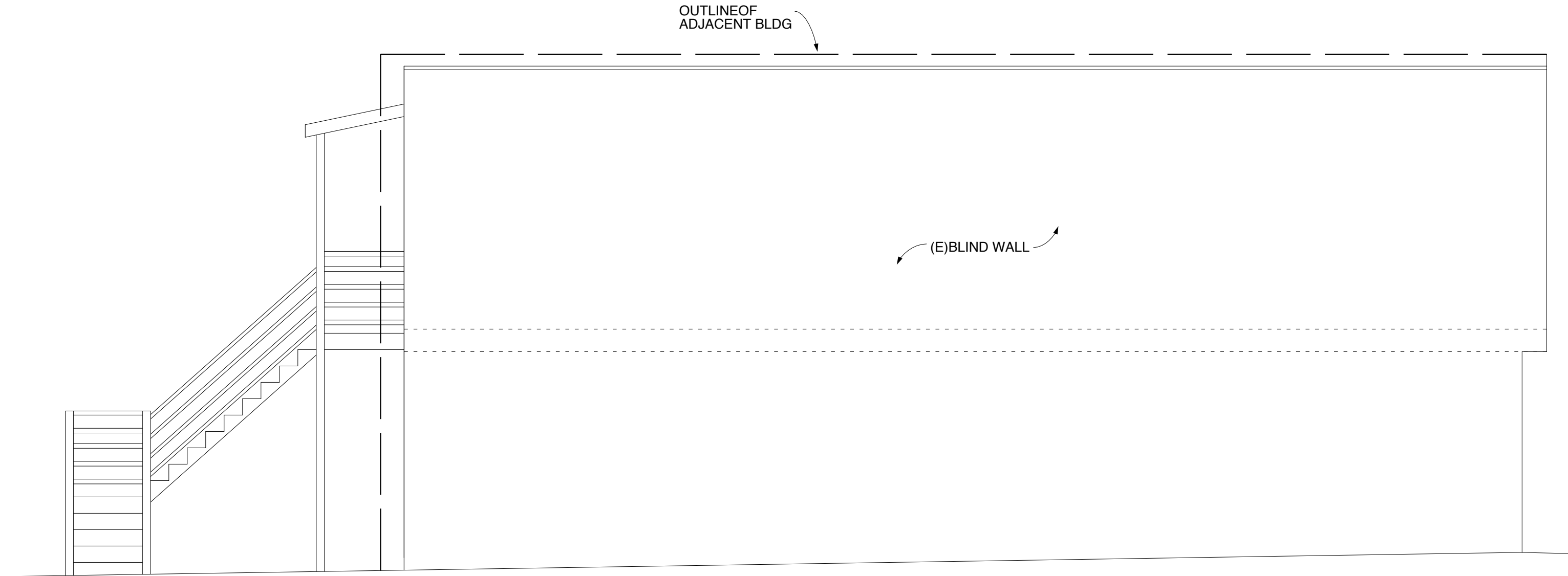
PROPOSED CROSS SECTION B
SCALE: 1/4" = 1'-0"



PROPOSED LONGITUITONAL SECTION A
SCALE: 1/4" = 1'-0"



(E) RIGHT ELEVATION



(E) LEFT ELEVATION
SCALE: 1/4" = 1'-0"

REVISIONS	BY

RESIDENCE - ADDITION
1943 31st AVE. SAN FRANCISCO, CA. 94116

S & A ENGINEERING DESIGN
423 YALE STREET
SAN FRANCISCO, CA. 94134
TEL: (415) 337-5396
E-MAIL: S&AENFUN@AOL.COM

SECTIONS & ELEVATIONS

DATE: 12-26-17
SCALE: AS SHOWN
DRAWN: SY
JOB: 1776

SHEET
A-4
OF SHEETS 4



Exhibit 2: Architect Yan's confirmation message to Ms. Yu

Xiang Xu <xiangx88@gmail.com>

RE: 1943 31st Ave. (Appeal filed #26-043@1943 31st Avenue)

Sherman Yan <sabyanfun@aol.com>

Tue, Aug 25, 2026 at 8:07 AM

To: Vivienne Yu <vyingyu@gmail.com>, "Longaway Alec (BOA)" <alec.longaway@sfgov.org>, Xiang Xu <xiangx88@gmail.com>

Hi good morning Vivienne

Thank you for bringing your concerns regarding the laundry vent location and the existing shared property-line fence to our attention. We appreciate your feedback and want to ensure that our proposed addition addresses your safety and comfort.

Based on your concern filed to appeal board dated on 8-11-26, we have the following response:

1. We will install all the exhaust vents above the roof per code and not facing your property.
2. We will construct the addition within our property line and will not cross beyond the property line.

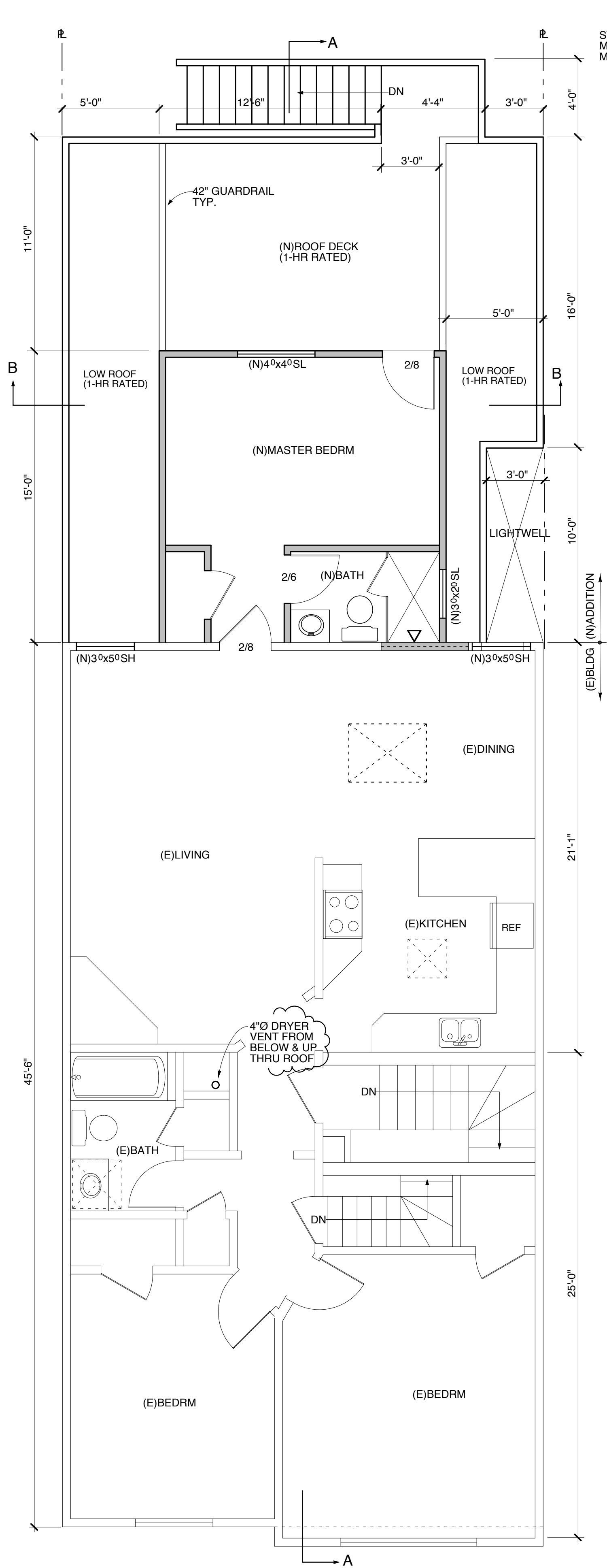
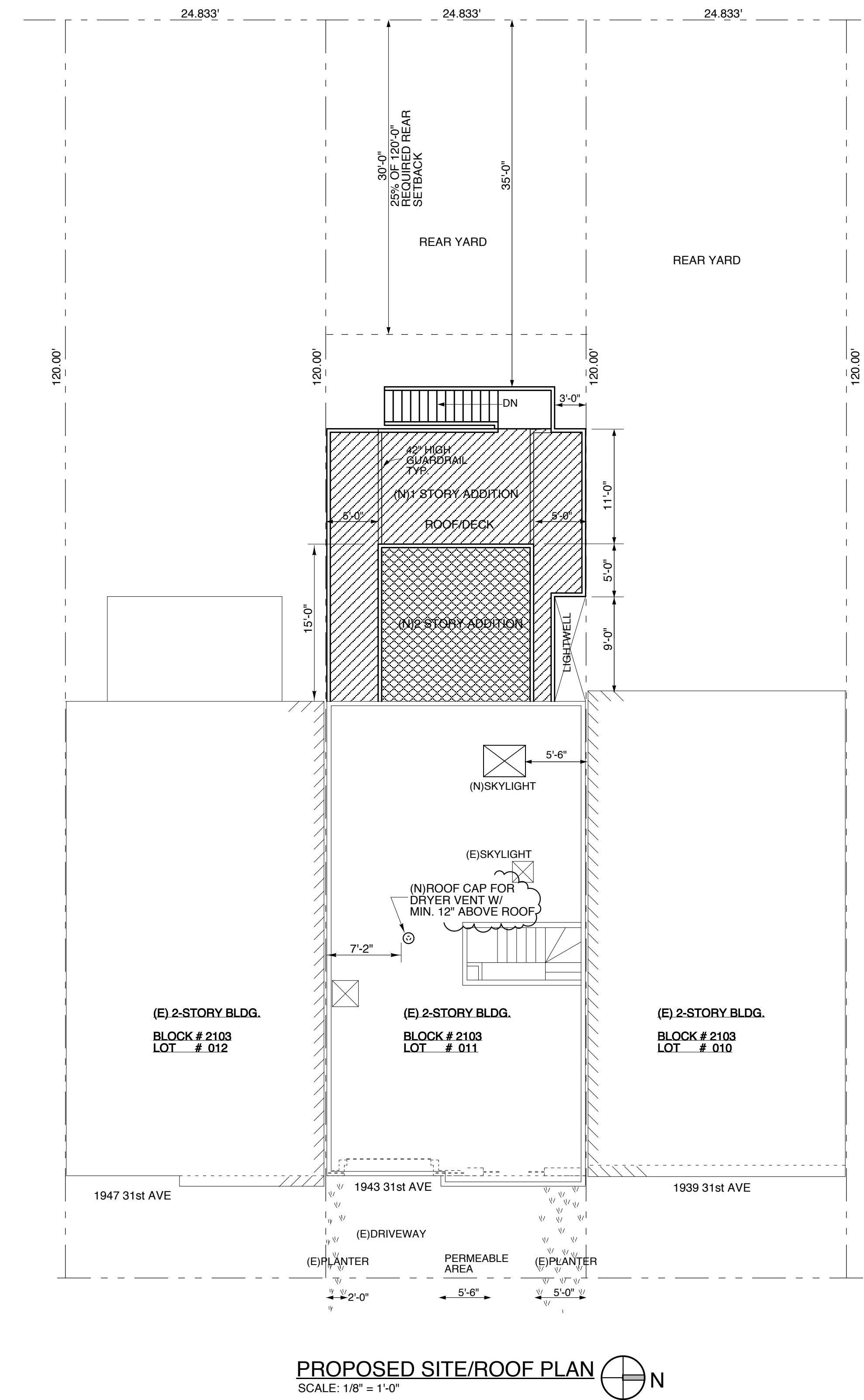
If you agree with our terms, will you be able to withdraw the appeal?

Please let us know if you have any questions.

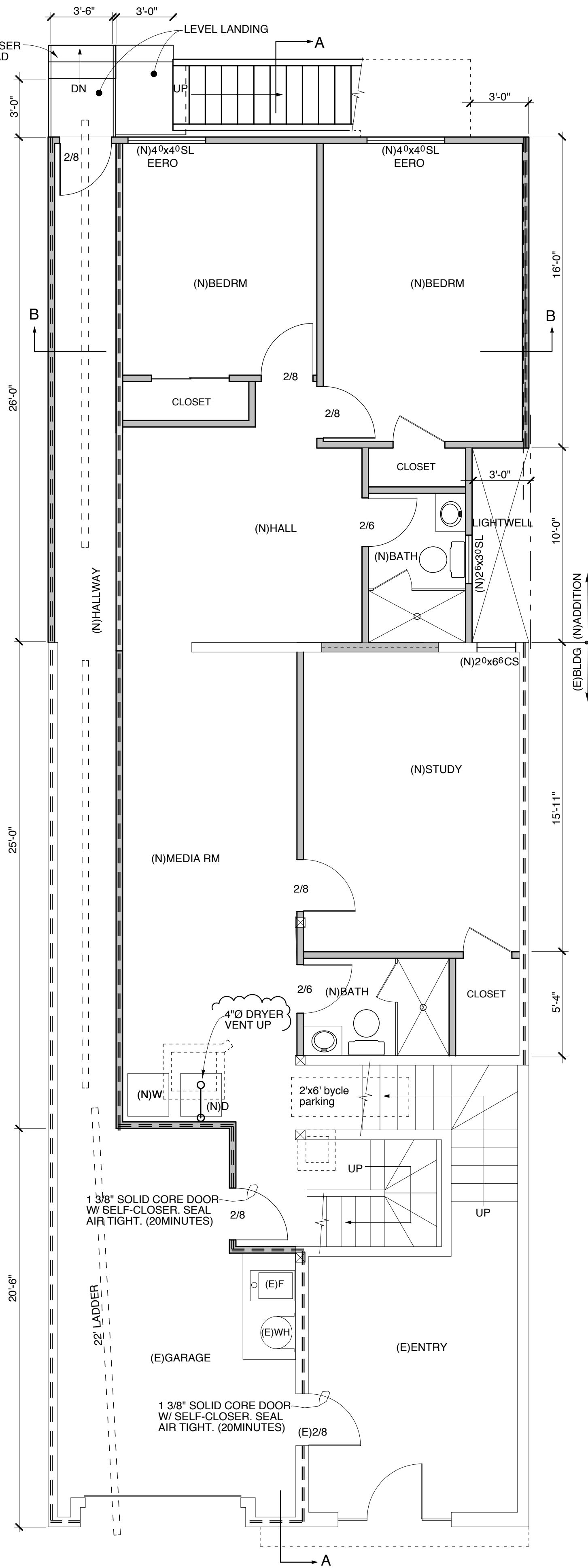
Thank you very much for your kind attention to this matter

Sincerely
Sherman Yan
S & A Engineering Design
(415) 517-7277

Exhibit 3: Proposed laundry location on the ground floor and dryer exhaust vent location on the roof of the 2nd floor



WALL LEGEND	
	EXISTING WALL TO REMAIN
	EXISTING WALL TO BE REMOVED
	NEW 2x STUD WALL
	STUD WALL WITH INSUL
	1-HR RATED WALL



REVISIONS	BY
1	3-12-26
RESIDENCE - ADDITION	
1943 31st AVE. SAN FRANCISCO, CA. 94116	
S & A ENGINEERING DESIGN 423 YALE STREET SAN FRANCISCO, CA. 94134 TEL: (415) 337-5396 E-MAIL: S&AENGINEERING@AOL.COM	
FLOOR PLANS	
DATE:	12-26-17
SCALE:	AS SHOWN
DRAWN:	SY
JOB:	1776
SHEET	A-1.1
OF SHEETS	4
PLOT DATE: 9-14-26	

Notice of an application for Rear Addition

Project Location & Details:

1943 31ST AVENUE

Building Permit Application No. **2018.08.31.8960**

Block/Lot No. **2103 / 011**

Zoning District: **RH-1 - RESIDENTIAL- HOUSE, ONE FAMILY**

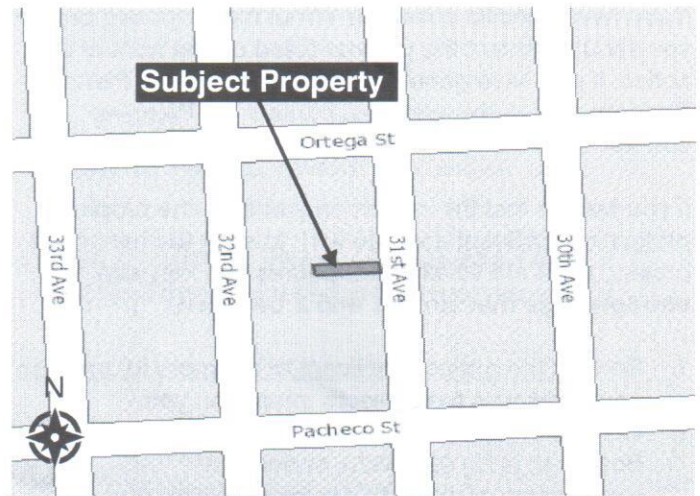
The Project at 1943 31ST AVE proposes to modify the existing building with a rear addition.

Applicant: **Sherman Yan**

415-517-7277 sabyanfun@aol.com

City Planner: **Bridget M. Hicks**

628-652-7528 Bridget.Hicks@sfgov.org



Project Features	Existing	Proposed
Building Use	Residential	No Change
Building Height	40 feet	No Change
Dwelling Units	1	No Change

**You are not
required to take
any action.**

If you believe there are exceptional circumstances, you may request a **public hearing for Discretionary Review** by the response deadline.

For information on how to request a public hearing please contact the City Planner or visit sfplanning.org/resource/dr-application.

中文:

該專案位於1943 31ST AVE提議修改現有的建築在後面添加。有關此通知的中文信息，請於以下截止日期前致電628.657.7550，並提供項目地址及項目編號。

Español:

El proyecto en 1943 31ST AVE propone modificar el edificio existente con un agregado posterior. Para información sobre esta notificación en español, favor de llamar al 628.657.7550 antes de la fecha límite listada abajo, y mencione la dirección y número de proyecto.

Filipino:

Iminumungkahi ng proyektong nasa 1943 31ST AVENA baguhin ang nariyan nang gusali sa pamamagitan ng Dagdag sa Likuran (Rear Addition). Para sa impormasyon tungkol dito sa abiso sa Filipino, pakitawagan ang 628.657.7550 sa petsa ng deadline na nakalista sa ibaba, at banggitin ang address ng proyekto at ang numero ng record.

Response Deadline: **4/5/23**

Record No. **2018-013000PRJ**



**San Francisco
Planning**

了解更多信息 Para más información Para sa karagdagang impormasyon

sfplanning.org/notices

For more information





San Francisco Planning

49 South Van Ness Avenue, Suite 1400
San Francisco, CA 94103
628.652.7600
www.sfplanning.org

Date: **3/6/2023**

The attached notice is provided under the Planning Code. It concerns property located at **1934 31st Avenue (2018-013000PRJ)**. A hearing may occur, a right to request review may expire or a development approval may become final by **4/5/2023**.

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.

附上的是三藩市城市規劃的法定通告。

此通告是與位於 **1934 31st Avenue (2018-013000PRJ)**

的建築計劃有關。如果在 **4/5/2023** 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。

El documento adjunto es requerido por el Código de Planeación (Planning Code) y es referente a la propiedad en la siguiente dirección: **1934 31st Avenue (2018-013000PRJ)**. 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: **4/5/2023**.

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.

Ang nakalakip na paunawa ay ibinibigay alinsunod sa Planning Code. Tinatalakay nito ang propyedad na matatagpuan sa **1934 31st Avenue (2018-013000PRJ)**. Maaring may paglilitis na mangyayari, may mapapasong paghiling ng isang pagrerepaso (review), o ang na-aprobahang pagpapatayo ay malapit nang ipagtibay sa **4/5/2023**.

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.

General Information About Procedures

Reduced copies of the proposed project plans have been included in this mailing for your information. If you have questions about the plans, please contact the project Applicant listed on the front of this notice. You may wish to discuss the plans with your neighbors or neighborhood association, as they may already be aware of the project. If you have specific questions about the proposed project, you should contact the planner listed on the front of this notice. If you have general questions about the Planning Department's review process, contact the Planning counter at the Permit Center via email at pic@sfgov.org.

If you believe that the impact on you from the proposed project is significant and you wish to seek to change the project, there are several procedures you may use. **We strongly urge that steps 1 and 2 be taken.**

1. Contact the project Applicant to get more information and to discuss the project's impact on you.
2. Contact the nonprofit organization Community Boards at (415) 920-3820, or online at www.communityboards.org for a facilitated. Community Boards acts as a neutral third party and has, on many occasions, helped reach mutually agreeable solutions.
3. Where you have attempted, through the use of the above steps or other means, to address potential problems without success, please contact the planner listed on the front of this notice to discuss your concerns.

If, after exhausting the procedures outlined above, you still believe that exceptional and extraordinary circumstances exist, you have the option to request that the Planning Commission exercise its discretionary powers to review the project. These powers are reserved for use in exceptional and extraordinary circumstances for projects that conflict with the City's General Plan and the Priority Policies of the Planning Code; therefore the Commission exercises its discretion with utmost restraint. This procedure is called Discretionary Review ("DR"). If you believe the project warrants Discretionary Review by the Planning Commission, **you must file a DR Application prior to the Expiration Date shown on the front of this notice.**

To file a DR Application, you must:

1. Complete the Discretionary Review PDF application (<https://sfplanning.org/resource/drp-application>) and email the completed PDF application to CPC.Intake@sfgov.org by the expiration date listed on the front of this notice. You will receive follow-up instructions via email on

how - and by when - to post payment for the DR Application.

To determine the fee for a Discretionary Review, please refer to the Planning Department Fee Schedule available at www.sfplanning.org. If the project includes multiple building permits, i.e. demolition and new construction, a separate request for Discretionary Review must be submitted, with all required materials and fee, for each permit that you feel will have an impact on you. Incomplete applications will not be accepted.

If no Discretionary Review Applications have been filed within the Notification Period, the Planning Department will approve the application and forward it to the Department of Building Inspection for its review.

BOARD OF APPEALS

An appeal of the Planning Commission's decision on a Discretionary Review case may be made to the **Board of Appeals within 15 calendar days after the building permit is issued** (or denied) by the Department of Building Inspection. The Board of Appeals is accepting appeals via e-mail. 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 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 Board of Supervisors at bos.legislation@sfgov.org, 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.



San Francisco
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sfplanning.org/notices

For more information



823 SF

FIRE

SFUSD

Capacity Charges

Water: 2

Wastewater: 2

APPROVED FOR ISSUANCE

JUL 15 2026

BLDG. 3/8

FORM

2018-0831-9960

APPLICATION NUMBER

2018-0831-9960

OSHA APPROVAL REQ'D

APPROVAL NUMBER

SITE PERMIT

AUG 31 2018

THIS APPLICATION SUBMITTED FOR SITE PERMIT ONLY. NO WORK MAY BE STARTED UNTIL CONSTRUCTION PLANS HAVE BEEN APPROVED.

BUILDING ENLARGEMENT DESCRIPTION

☐ VERTICAL

☒ HORIZONTAL

APPLICATION FOR BUILDING PERMIT ADDITIONS, ALTERATIONS OR REPAIRS

FORM 3 ☒ OTHER AGENCIES REVIEW REQUIRED

FORM 8 ☐ OVER-THE-COUNTER ISSUANCE

2 NUMBER OF PLAN SETS

CITY AND COUNTY OF SAN FRANCISCO DEPARTMENT OF BUILDING INSPECTION

APPLICATION IS HEREBY MADE TO THE DEPARTMENT OF BUILDING INSPECTION OF SAN FRANCISCO FOR PERMISSION TO BUILD IN ACCORDANCE WITH THE PLANS AND SPECIFICATIONS SUBMITTED HERewith AND ACCORDING TO THE DESCRIPTION AND FOR THE PURPOSE HEREINAFTER SET FORTH.

DATE FILED

SEP 18 2018

FILING FEE RECEIPT NO.

18096612

(1) STREET ADDRESS OF JOB

1943 31ST AVE

BLOCK & LOT

011

PERMIT NO.

2026.07.15

ISSUED

JUL 29 2026

(2A) ESTIMATED COST OF JOB

\$120,000

(2B) REVISED COST:

\$366,895.00

BY:

JST

DATE:

3/26/26

1240L / 2026.07.28.117 PL

INFORMATION TO BE FURNISHED BY ALL APPLICANTS

LEGAL DESCRIPTION OF EXISTING BUILDING

(4A) TYPE OF CONSTR.

SB

(5A) NO. OF STORIES OF OCCUPANCY:

2

(6A) NO. OF BASEMENTS AND CELLARS:

0

(7A) PRESENT USE:

SFD

(8A) OCCUP. CLASS

R3

(9A) NO. OF DWELLING UNITS:

1

DESCRIPTION OF BUILDING AFTER PROPOSED ALTERATION

(4) TYPE OF CONSTR.

SB

(5) NO. OF STORIES OF OCCUPANCY:

2

(6) NO. OF BASEMENTS AND CELLARS:

0

(7) PROPOSED USE (LEGAL USE)

SFD

(8) OCCUP. CLASS

R3

(9) NO. OF DWELLING UNITS:

1

(10) IS AUTO RUNWAY TO BE CONSTRUCTED OR ALTERED?

YES ☐

NO ☒

(11) WILL STREET SPACE BE USED DURING CONSTRUCTION?

YES ☐

NO ☒

(12) ELECTRICAL WORK TO BE PERFORMED?

YES ☒

NO ☐

(13) PLUMBING WORK TO BE PERFORMED?

YES ☒

NO ☐

(14) GENERAL CONTRACTOR

TBR OWNER

ADDRESS

ZIP

PHONE

CALIF. LIC. NO.

EXPIRATION DATE

(15) OWNER - LESSEE (CROSS OUT ONE)

XIAN XU

ADDRESS

1943 31ST AVE. SF. CA.

ZIP

BTRC#

PHONE (FOR CONTACT BY DEPT.)

(16) WRITE IN DESCRIPTION OF ALL WORK TO BE PERFORMED UNDER THIS APPLICATION (REFERENCE TO PLANS IS NOT SUFFICIENT)

1). 2 STORY REAR ADDITION INCLUDING a) 1 BEDRM, 1 BATH, 1 STUDY RM & REAR EXTERIOR STAIR AT 2ND FLOOR. b). 2 BEDRMS & 1 BATH AT GROUND FLOOR.

ADDITIONAL INFORMATION

(17) DOES THIS ALTERATION CREATE ADDITIONAL HEIGHT OR STORY TO BUILDING?

YES ☐

NO ☐

(18) IF (17) IS YES, STATE NEW HEIGHT AT CENTER LINE OF FRONT

YES ☐

NO ☐

(19) DOES THIS ALTERATION CREATE DECK OR HORIZ. EXTENSION TO BUILDING?

YES ☐

NO ☐

(20) IF (19) IS YES, STATE NEW GROUND FLOOR AREA

YES ☐

NO ☐

(21) WILL SIDEWALK OVER SUB-SIDEWALK SPACE BE REPAIRED OR ALTERED?

YES ☐

NO ☐

(22) WILL BUILDING EXTEND BEYOND PROPERTY LINE?

YES ☐

NO ☐

(23) ANY OTHER EXISTING BLDG. ON LOT? (IF YES, SHOW ON PLOT PLAN)

YES ☐

NO ☐

(24) DOES THIS ALTERATION CONSTITUTE A CHANGE OF OCCUPANCY?

YES ☐

NO ☐

(25) ARCHITECT OR ENGINEER (DESIGN CONSTRUCTION ☐)

SHERMAN YAN

ADDRESS

CALIF. CERTIFICATE NO.

(26) CONSTRUCTION LENDER (ENTER NAME AND BRANCH DESIGNATION IF ANY. IF THERE IS NO KNOWN CONSTRUCTION LENDER, ENTER "UNKNOWN")

N/A

ADDRESS

IMPORTANT NOTICES

No change shall be made in the character of the occupancy or use without first obtaining a Building Permit authorizing such change. See San Francisco Building Code and San Francisco Housing Code.

No portion of building or structure or scaffolding used during construction is to be closer than 6'0" to any wire containing more than 750 volts. See Sec 385, California Penal Code.

Pursuant to San Francisco Building Code, the building permit shall be posted on the job. The owner is responsible for approved plans and application being kept at building site.

Grade lines as shown on drawings accompanying this application are assumed to be correct. If actual grade lines are not the same as shown, revised drawings showing correct grade lines, cuts and fills, and complete details of retaining walls and wall footings must be submitted to this department for approval.

ANY STIPULATION REQUIRED HEREIN OR BY CODE MAY BE APPEALED.

BUILDING NOT TO BE OCCUPIED UNTIL CERTIFICATE OF FINAL COMPLETION IS POSTED ON THE BUILDING OR PERMIT OF OCCUPANCY GRANTED, WHEN REQUIRED.

APPROVAL OF THIS APPLICATION DOES NOT CONSTITUTE AN APPROVAL FOR THE ELECTRICAL WIRING OR PLUMBING INSTALLATIONS. A SEPARATE PERMIT FOR THE WIRING AND PLUMBING MUST BE OBTAINED. SEPARATE PERMITS ARE REQUIRED IF ANSWER IS "YES" TO ANY OF ABOVE QUESTIONS (10) (11) (12) (13) (22) OR (24).

THIS IS NOT A BUILDING PERMIT. NO WORK SHALL BE STARTED UNTIL A BUILDING PERMIT IS ISSUED.

In dwellings, all insulating materials must have a clearance of not less than two inches from all electrical wires or equipment.

CHECK APPROPRIATE BOX

☐ OWNER

☐ LESSEE

☐ CONTRACTOR

☐ ARCHITECT

☒ AGENT

☐ ENGINEER

APPLICANT'S CERTIFICATION

I HEREBY CERTIFY AND AGREE THAT IF A PERMIT IS ISSUED FOR THE CONSTRUCTION DESCRIBED IN THIS APPLICATION, ALL THE PROVISIONS OF THE PERMIT AND ALL LAWS AND ORDINANCES THERETO WILL BE COMPLIED WITH.

NOTICE TO APPLICANT

HOLD HARMLESS CLAUSE. The permittee(s) by acceptance of the permit, agree(s) to indemnify and hold harmless the City and County of San Francisco from and against any and all claims, demands and actions for damages resulting from operations under this permit, regardless of negligence of the City and County of San Francisco, and to assume the defense of the City and County of San Francisco against all such claims, demands or actions.

In conformity with the provisions of Section 3800 of the Labor Code of the State of California, the applicant shall have worker's compensation coverage under (I) or (II) designated below, or shall indicate item (III), (IV), or (V), whichever is applicable. If however item (V) is checked, item (IV) must be checked as well. Mark the appropriate method of compliance below.

I hereby affirm under penalty of perjury one of the following declarations:

() I. I have and will maintain a certificate of consent to self-insure for worker's compensation, as provided by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

() II. I have and will maintain worker's compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My worker's compensation insurance carrier and policy number are:
Carrier _____
Policy Number _____

() III. The cost of the work to be done is \$100 or less.

() IV. I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the worker's compensation laws of California. I further acknowledge that I understand that in the event that I should become subject to the worker's compensation provisions of the Labor Code of California and fail to comply forthwith with the provisions of Section 3800 of the Labor Code, that the permit herein applied for shall be deemed revoked.

X V. I certify as the owner (or the agent for the owner) that in the performance of the work for which this permit is issued, I will employ a contractor who complies with the worker's compensation laws of California and who, prior to the commencement of any work, will file a completed copy of this form with the Central Permit Bureau.

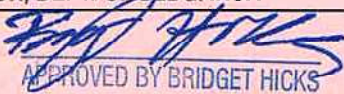
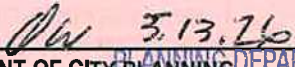
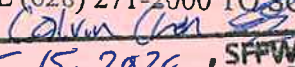
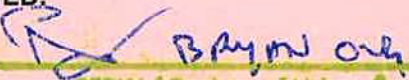
Signature of Applicant or Agent

8/30/18

Date

OFFICE COPY

CONDITIONS AND STIPULATIONS

REFER TO:	APPROVED:  Jeff Ivarra, DBI BLDG MAY 26 2026 BUILDING INSPECTOR, DEPT. OF BLDG. INSP.	DATE: _____ REASON: _____ NOTIFIED MR. _____ DATE: _____ REASON: _____ NOTIFIED MR. _____
☐	APPROVED: 2 story rev addition.  APPROVED BY BRIDGET HICKS MAY 02 2023 revised rev. dated 3/19/26 -  3.13.26 DEPARTMENT OF CITY PLANNING	NOTIFIED MR. _____ DATE: _____ REASON: _____ NOTIFIED MR. _____
☐	APPROVED:  Jason Woo, SFFD APR 22 2026 BUREAU OF FIRE PREVENTION & PUBLIC SAFETY	DATE: _____ REASON: _____ NOTIFIED MR. _____
☒	APPROVED: MECHANICAL ENGINEER, DEPT. OF BLDG. INSPECTION	DATE: _____ REASON: _____ NOTIFIED MR. _____
☒	APPROVED: CIVIL ENGINEER, DEPT. OF BLDG. INSPECTION	DATE: _____ REASON: _____ NOTIFIED MR. _____
☐	APPROVED: SFPW/BSM SIGN OFF ON JOB CARD REQUIRED PRIOR TO DBI FINAL CALL (628) 271-2000 TO SCHEDULE By  5-15-2026, SFPW/BSM BUREAU OF ENGINEERING	DATE: _____ REASON: _____ NOTIFIED MR. _____
☐	APPROVED:  5/6/26 SFPW / Bureau of Urban Forestry (BUP) DEPARTMENT OF PUBLIC HEALTH	DATE: _____ REASON: _____ NOTIFIED MR. _____
☐	APPROVED: SFPUC  5/22/26 Jeffrey Fong SFPUC  5/24/24 Jeffrey Fong REDEVELOPMENT AGENCY	DATE: _____ REASON: _____ NOTIFIED MR. _____
☐	APPROVED: HOUSING INSPECTION DIVISION	DATE: _____ REASON: _____ NOTIFIED MR. _____

HOLD SECTION - NOTE DATES AND NAMES OF ALL PERSONS NOTIFIED DURING PROCESSING

I agree to comply with all conditions or stipulations of the various bureaus or departments noted on this application, and attached statements of conditions or stipulations, which are hereby made a part of this application.

Number of attachments ☐

OWNER'S AUTHORIZED AGENT



Plan Review Approvals

<u>Station</u>	<u>Finish</u>	<u>Review Result</u>	<u>Plancheck By</u>
CPB	09/18/18		SONG SUSIE
	Comments: 4 PGS		
CP-ZOC	05/13/26	Approved	WINSLOW DAVID
	Comments: Approved, final plan set received 5.2.23, approved 2 story rear addition and route to DBI. Bridget.Hicks@sfgov.org 5.2.23. Reviewed & Approved Rev dated 03/19/26.		
CP-NP	02/21/23	Approved	WINSLOW DAVID
	Comments: 2/21/23: Emailed 311 cover letter - Vlad 2/23/23: Mailed 311 notice 3/6/23; Expires 4/5/23 - Vlad		
BLDG	03/26/26	Approved	IBARRA JEFF
	Comments: 11/14/23: Request PDF drawing set from project designer again. 3/8/24: Talked to Owner and Designer over the phone. 3/8/24: Talked to Owner and Designer over the phone. 3/8/24: Route to PPC. 2/13/24: Comment issued on PDF and sent to applicant. APPROVED Issued Comments 3/19/25 JF New set of plans required for review. Comments from John Finnegan not addressed. PLANS PLACED IN HOLD BIN 60		
SFFD	04/22/26	Approved-Stipulated	WOO JASON
	Comments: Routed to CDP @HQ on 03/30/26;tk. approved for fire access only - jason.woo@sfgov.org 4/22/26		
DPW-BSM	05/15/26	Approved-Stipulated	CHAN CALVIN F
	Comments: ADDENDUM requirement(s) for sign off (TIER 1): Landscape permit (proposed landscaping in front of property) Download application(s) at http://www.sfpw.org/services/permits/application-forms and submit electronically to bsmpermitdivision@sfpw.org . Your construction addendum will be ON-HOLD until all necessary permit application(s) and fees are submitted to bsmpermitdivision@sfpw.org . Please call the office at (628) 271-2000 or email at bsmpermitdivision@sfpw.org for more information. Please be advised if Tier 1 release, you are required to provide plans to Public Works within 90-days of application date submittal or re-activation fee shall be enforced. (miguel.guzman@sfpw.org) ADDENDUM requirement(s) for sign off (Tier 1): Inspection Right-of-Way Conformity (final inspection) required. Applicants must submit documents via the Public Works Permit Portal (https://sfpw.org/permitsportal). Addendum remains ON HOLD until permits and fees are complete. All documents must be provided within 90 days or a re-activation fee applies. For assistance, call (628) 271-2000 or email PublicWorksPermits@sfpw.org .		
SFPUC	05/22/26	Approved	FONG JEFFREY
	Comments: Approved. Capacity Charge not applicable. No change in meter size, not enough fixtures added to warrant a larger meter. jfong@sfpw.org . Route to PPC 09/24/24. Re-stamped. Approved. Capacity Charge not applicable. No change in meter size, not enough fixtures added to warrant a larger meter. jfong@sfpw.org . Route to PPC 05/22/26.		
DPW-BUF	05/06/26	Approved	BRYAN ONG

SEPARATE PERMITS MUST BE OBTAINED FOR ELECTRICAL, PLUMBING OR OTHER RELATED WORK



Scan to schedule an inspection



Plan Review Approvals

Station	Finish	Review Result	Plancheck By
DPW-BUF	05/06/26	Approved	BRYAN ONG

Comments: Apply for tree planting at www.sfpw.org/plant-street-tree. Use our online application and upload our "Tree Planting and Protection Checklist" AND a PDF copy of plans with the new tree(s) properly placed in accordance with minimum restrictions found on same webpage. Request a planting and staking diagram by emailing urbanforestrypermits@sfpw.org, and place diagram on plans with note indicating "24in. box, species to be approved by PW- bBUF". urbanforestrypermits@sfpw.org, and place diagram on plans with note indicating "24in. box, species to be approved by PW-BUF".

if existing tree send photos timestamped

Visit www.sfpw.org/treeprotection to find our "Tree Protection Site Plan and Cover Sheet" and submit to urbanforestrypermits@sfpw.org. Place the "Street Tree Protection" diagram found on same site on plans with dimensions for protection of existing tree. The Tree Protection Plan invoice fee must be paid by final sign-off. Please pay online and upload checklist <https://bsm.sfpw.org/buftrees2/application.aspx>

PPC	06/15/26	Administrative	WAI CHUNG WONG
-----	----------	----------------	----------------

Comments: 7/28/26: To CPB; kw
6/15/2026: To CPB;nl
6/4/26: Applicant to update drawing index not matching plan sets, (Sheet A-1 - street tree missing from drawing index). Plans on hold at PPC (49 SOUTH VAN NESS, 5TH FL for applicant to make an appointment at dbi.ppcrequest@sfgov.org); BL
5/26/2026: To Planning; BL
5/18/2026: To PUC;nl
5/14/2026: To BSM (then PUC);nl
5/6/2026: To CP-ZOC (then BSM and PUC);nl
4/22/2026: To DPW-BUF;nl
!!!Route the plan to DPW-BUF when plan back from SFFD!!!; kw
3/27/26: To SFFD, station added by BLDG; kw
9/25/24: To hold bin pending for BLDG & DPW-BUF approval; kw
9/19/24: To SFPUC; kw
9/12/24: Plans retrieved from DPW-BUF and pass to BLDG for review; kw
3/8/24: To DPW-BSM; kw
5/26/23: To BLDG Site bin #0 for assignment; kw
5/3/23: Route to Pre-Plan Check Team to screen for review times/tiers and OTC eligibility. TW
4/22/19: R1 to DCP; mml

CPB	07/29/26	Administrative	CHAN AMARIS
-----	----------	----------------	-------------

Comments: 07/22/26: Return plans & application to PPC for updated scope of work. Amaris.
07/20/26: One time Extension waived. Still require to pay two time Extension. 3rd Extension will apply if permit not issue before 01/29/2027. Revise invoice will send to owner after scope of work updated. Amaris.
07/16/26: Owner wants to update scope of work and Extension. Refer to plan checker. Amaris.
07/15/26: Extension approved. Application Status Report, Final Declaration Form & invoice sent to: XIANGX88@GMAIL.COM. Amaris.
07/08/26: Extension approved by DCP. Forward Extension request to BLDG for approval. Revise Owner Builder form receive. Amaris.
07/07/26: Extension request forward to DCP for approval. Revise Owner builder form request. Amaris.
07/01/26: Follow email for documents. Amaris.
06/18/26: SFUSD require. GH not require. 6 pages. Pending approval for Extension. Extension form, docs & payor's info request. Amaris.

SEPARATE PERMITS MUST BE OBTAINED FOR ELECTRICAL, PLUMBING OR OTHER RELATED WORK



1943 31ST AV
Parcel (Block/Lot): 2103/011
Form: 3 - ADDITIONS, ALTERATIONS
OR REPAIRS
Site Permit

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF BUILDING INSPECTION
PERMIT



Application #: 201808318960
Issued: 07/29/2026
Expires: 07/13/2029
Printed: 07/29/2026

Plan Review Approvals

<u>Station</u>	<u>Finish</u>	<u>Review Result</u>	<u>Plancheck By</u>
CPB	07/29/26	Administrative	CHAN AMARIS

Comments: 07/29/26: Both payments and Final Declaration form received. Site permit issued. Contact customer for pick up. Amaris.
07/28/26: Scope of work updated. Application Status Report-Revised, Final Declaration Form & Two invoice (revise) sent to: XIANGX88@GMAIL.COM. Amaris.

SEPARATE PERMITS MUST BE OBTAINED FOR ELECTRICAL, PLUMBING OR OTHER RELATED WORK



Exhibit 6 Ms. Yu's fallen tree picture and my communication with her in Sept 18, 2022

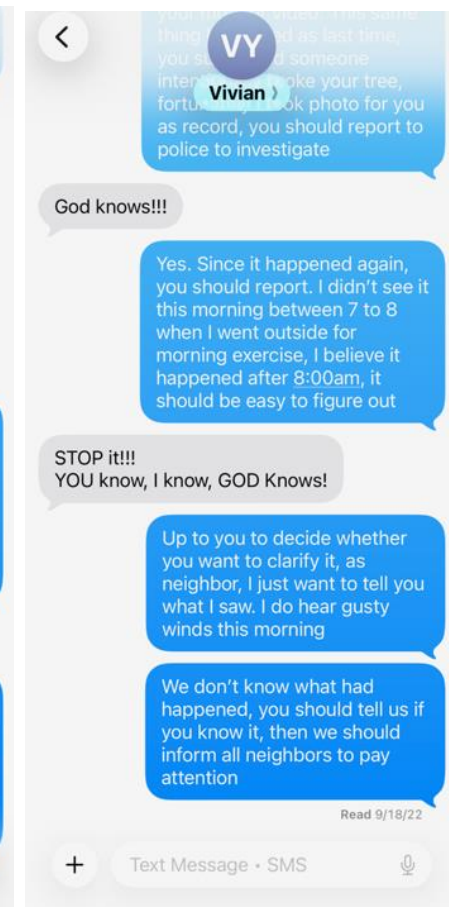
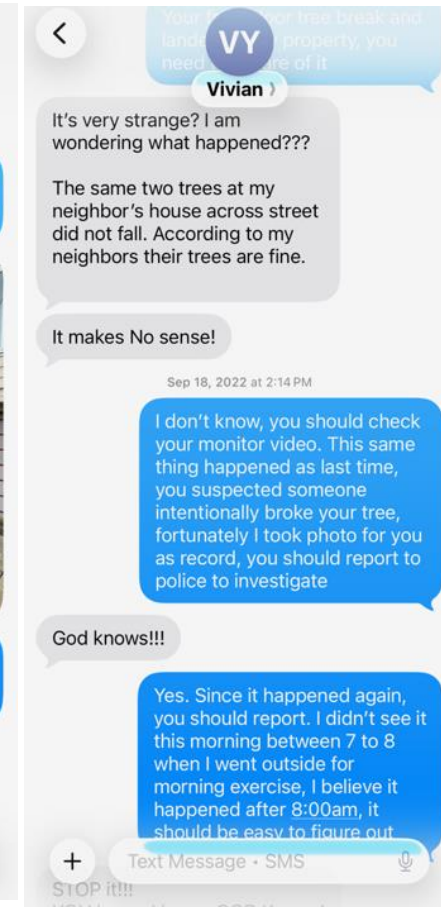
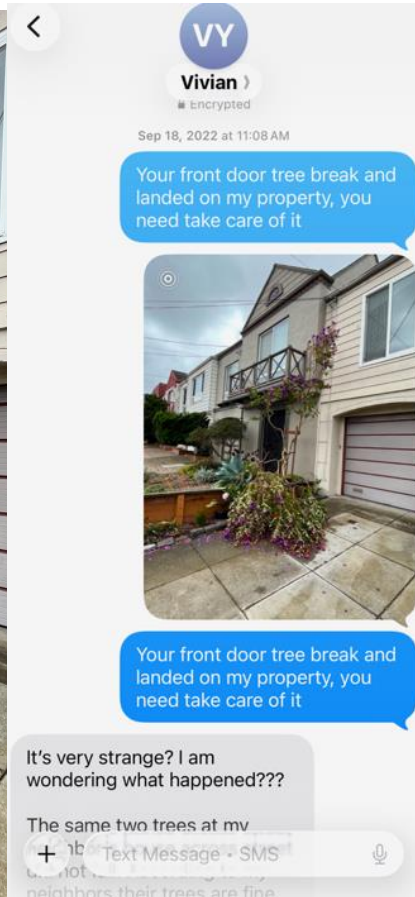


Exhibit 7: Relevant police report

P. 1

Report Type: Initial

San Francisco Police Department INCIDENT REPORT

230783000

NARRATIVE

On November 2, 2023 at 1522 hours, R/V Yu came to Taraval Station to report a vandalism incident.

Yu stated that she is currently having her home renovated at 1947 31st Avenue and is not living here while work is being performed.

Yu has a tree in front of her home that sometimes drops leaves onto the neighbor's property or the branches droop over their fence line at 1943 31st Avenue. Yu's neighbor Xu does not like Yu's tree encroaching to his side of the fence and takes it upon himself to cut branches off it without proper skill, destroying the health and looks of the tree.

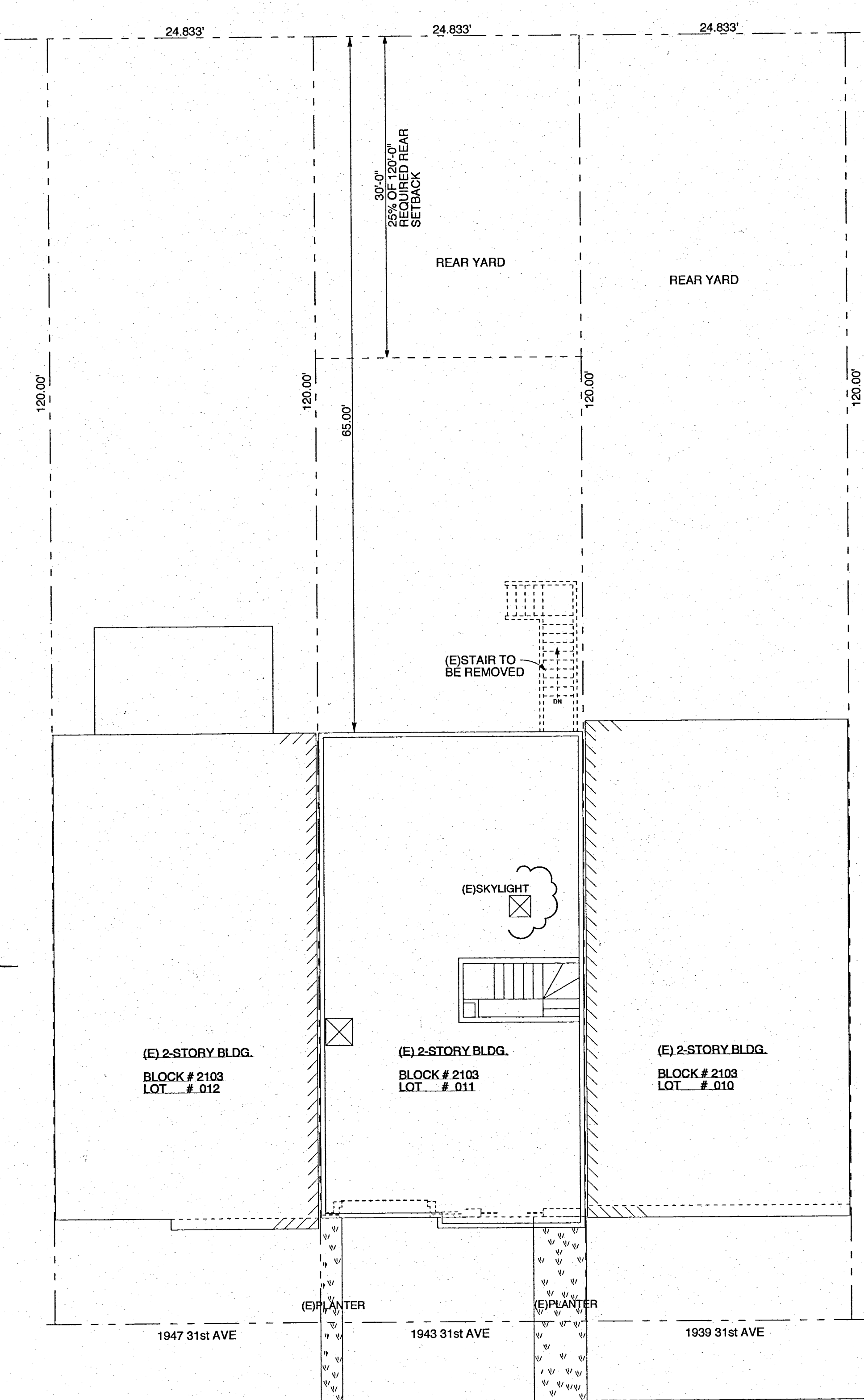
Xu periodically takes it upon himself to cut up Yu's tree without her permission or letting her know that it disturbs him. Xu has been doing this at least once a month since July and recently on October 31, 2023. Yu's neighbor told her that Xu cuts her tree after dark when no one can see him.

Yu attempted to send photos of the damaged tree, but was not successful. I attempted to contact Yu to resend the pictures but was unsuccessful in contacting her.

I gave a Follow Up form with the case number and follow up information to Yu. I electronically attached the evidence to this report and booked the originals at Taraval Station. I provided Yu with a Marsy's Card, Community Boards Pamphlet and restraining order information.

Exhibit 8: Ms. Yu's construction crew use our property to do their job





Capacity Charges
Water
5/22/26
SFPUC
Jeffrey Fong

By *[Signature]*
SFPW / Bureau of Urban Forestry (BUP)

SFPW/BSM SIGN OFF ON JOB CARD
REQUIRED PRIOR TO DBI FINAL
CALL (628) 271-2000 TO SCHEDULE

By *[Signature]*
5-15-2026 SFPW/BSM

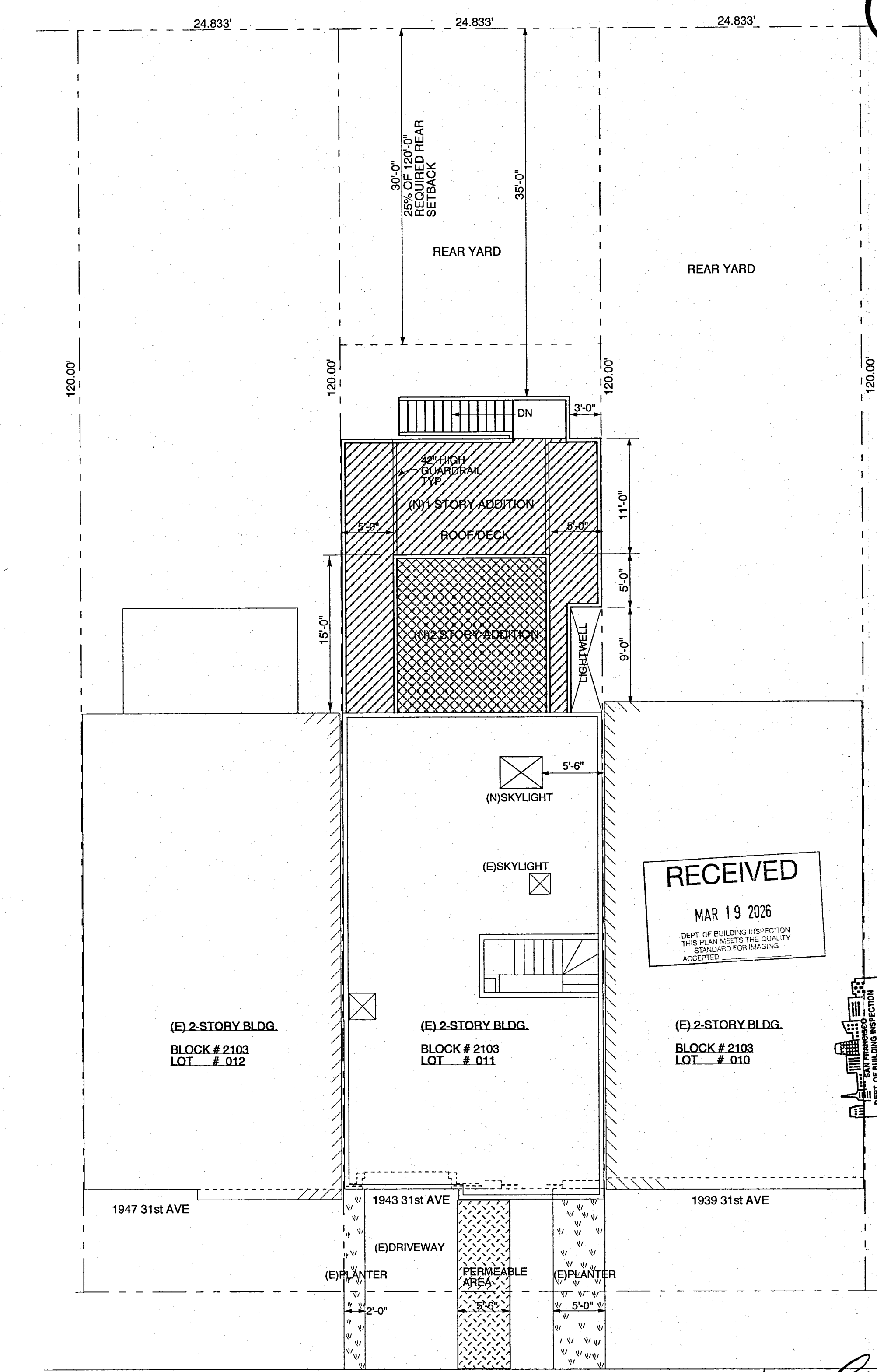
AREA CALCULATION (IN SQUARE FEET)				
	(E)BLDG	(E)GARAGE	NEW ADDITION	TOTAL
2nd FLOOR	1140	-	221	1361
GROUND FLOOR	734	318	613	1665
TOTAL	1874	318	834	3026

NOTE:
AREA CALCULATION AS SHOWN IS INTENDED FOR PERMIT APPLICATION PURPOSES ONLY AND SHALL NOT BE USED FOR SELLING OR LEASING PURPOSES. FINAL SQUARE FOOTAGE AND FINISHED DIMENSION MAY VARY DUE TO CONSTRUCTION VARIABLES.

LEGEND			
=====	EXISTING TO BE REMOVED	AFF	ABOVE FINISH FLOOR
=====	EXISTING TO REMAIN	BLDG.	BUILDING
CLG	NEW 2 X 4 @ 16 WOOD STUD WALL	CLG	CEILING
S	WALL SWITCH @ +42" A.F.F.	CONC.	CONCRETE
S ³	3-WAY WALL SWITCH @ +42" A.F.F.	DN	DOWN
S ^D	WALL SWITCH @ +42" A.F.F. W/DIMMER	(E)	EXISTING
S ^{OS}	WALL SWITCH @ +42" A.F.F. W/OCCUPANCY SENSOR	(N)	NEW
⊕	WALL RECEPTACLE @ +12" A.F.F.	PW	PLYWOOD
⊕ 115V	SMOKE DETECTOR/HARDWIRED W/BATTERY BACKUP	TYP.	TYPICAL
H-O-I	WALL MOUNTED LIGHTING FIXTURE (HIGH EFFICACY)	VIF	VERIFY IN FIELD
		W/	WITH

THERE IS NO SOIL REMOVAL/EXCAVATION TO THIS PROJECT.

[Signature]
Jason Woo, SFFD
APR 22 2026



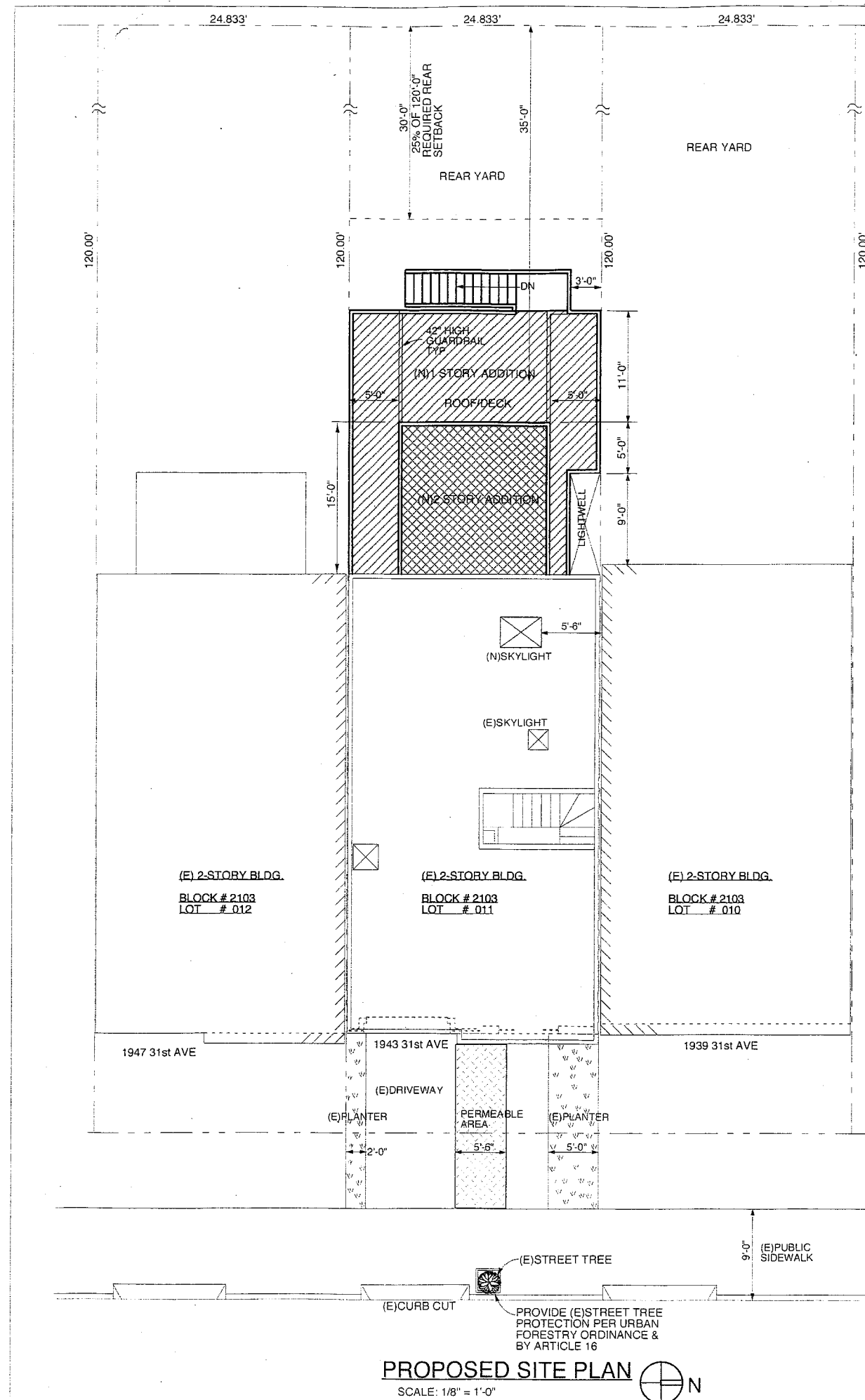
RECEIVED
MAR 19 2026
DEPT. OF BUILDING INSPECTION
THIS PLAN MEETS THE QUALITY
STANDARD FOR REVIEWING
ACCEPTED

JUL 20 2026
DEPT. OF BUILDING INSPECTION
ISSUED

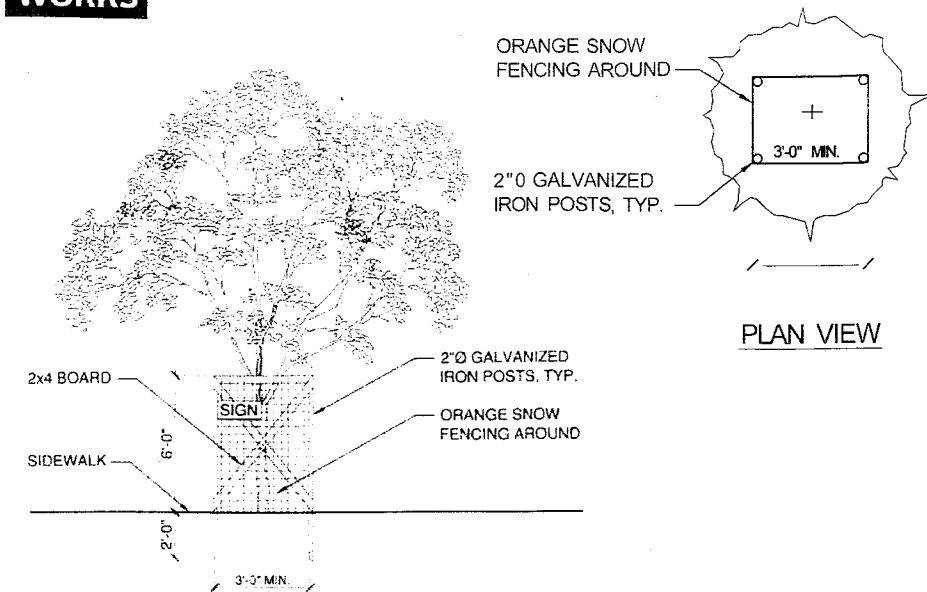
[Signature]
APPROVED BY DAVID WINSLOW
MAY 13 2026

[Signature]
Jeff Ibarra, DBI BLDG
MAR 26 2026

CODE COMPLIANCE		SCOPE OF WORK	
ALL WORK SHALL BE IN COMPLIANCE WITH THE CITY & COUNTY OF SAN FRANCISCO CODES AND: a) 2016 EDITION CALIFORNIA BUILDING CODE b) 2016 EDITION CALIFORNIA PLUMBING CODE c) 2016 EDITION CALIFORNIA MECHANICAL CODE d) 2016 EDITION CALIFORNIA ELECTRICAL CODE. e) 2016 CALIFORNIA ENERGY CODE		1. 2-STORY REAR ADDITION INCLUDING: a) 1 BEDRM, 1 BATH, 1 KITCHEN, 1 LIVING ROOM, 1 REAR EXTERIOR STAIR AT 2ND FLOOR b) 2 BED ROOMS & 1 BATH AT GROUND FLOOR PER PLAN.	
PROJECT DATA		DRAWING INDEX	
BLOCK # 2103 / LOT# 011 1. CONSTRUCTION TYPE: 5B 2. OCCUPANCY TYPE: R3 (SINGLE FAMILY) 3. 2-STORY 4. ZONING: RH-1		A-1 EXISTING & PROPOSED SITE PLANS, A-1.1 TREE PLANTING A-2 FLOOR PLANS A-3 ELEVATIONS A-4 SECTIONS & (E)ELEVATIONS A-5 AB-005 FORMS	



Standard Tree Protection Specification: Street Tree



STREET TREE PROTECTIVE FENCE

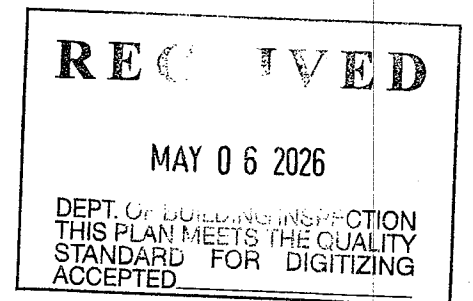
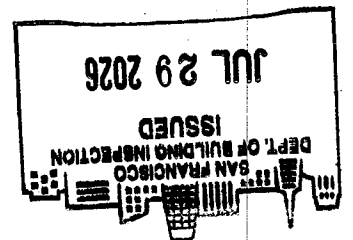
Requirements:

- Construct protection fencing.
- Call 628.652.8733 to request inspection of any roots greater than 2" that must be cut or shaved.
- Make clean cuts, with sharp tools. Do not tear roots with mechanical equipment.
- For excavated areas with exposed roots
 - Keep equipment and excavated backfill on the side furthest from the tree, not against the trunk.
 - Water to prevent excessive root drying.
 - Replace the backfill on the same day if at all possible.
 - Cover exposed roots with wet burlap to prevent them from drying out; in hot dry conditions.
 - In the absence of adequate rainfall, apply 20 gallons of water per week by deep soaking methods.
 - Add mulch to tree basin and manage soil moisture after construction.

Important Don'ts:

- Do not stockpile materials within protection zone.
- Do not pile mulch or soil against trunk.
- Do not compact soil with equipment, vehicles, material storage, and/or foot traffic.

Ultimately the contractor and property owner can be held responsible for failure to protect trees during construction. Contact Urban Forestry at 628-652-TREE(8733) with questions.



Byman 5/6/26

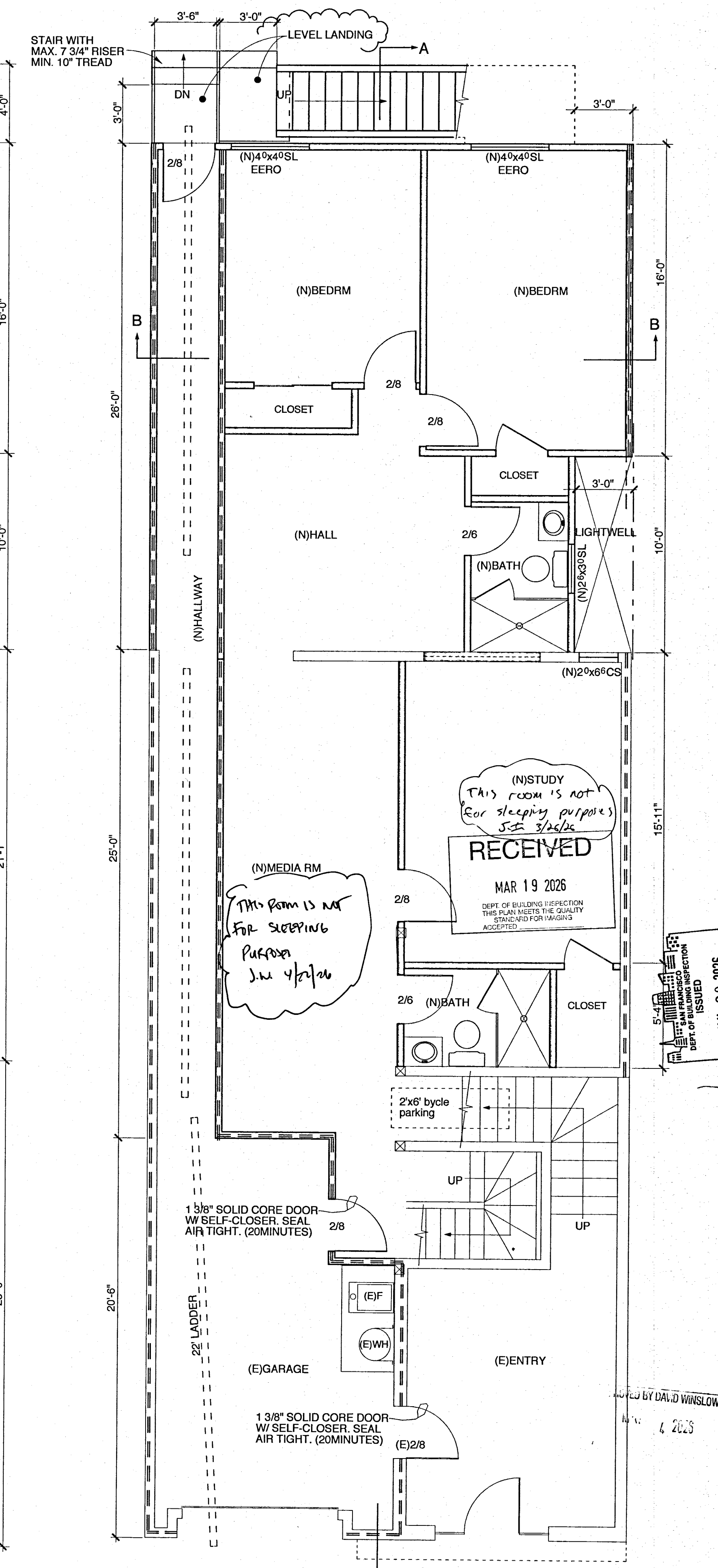
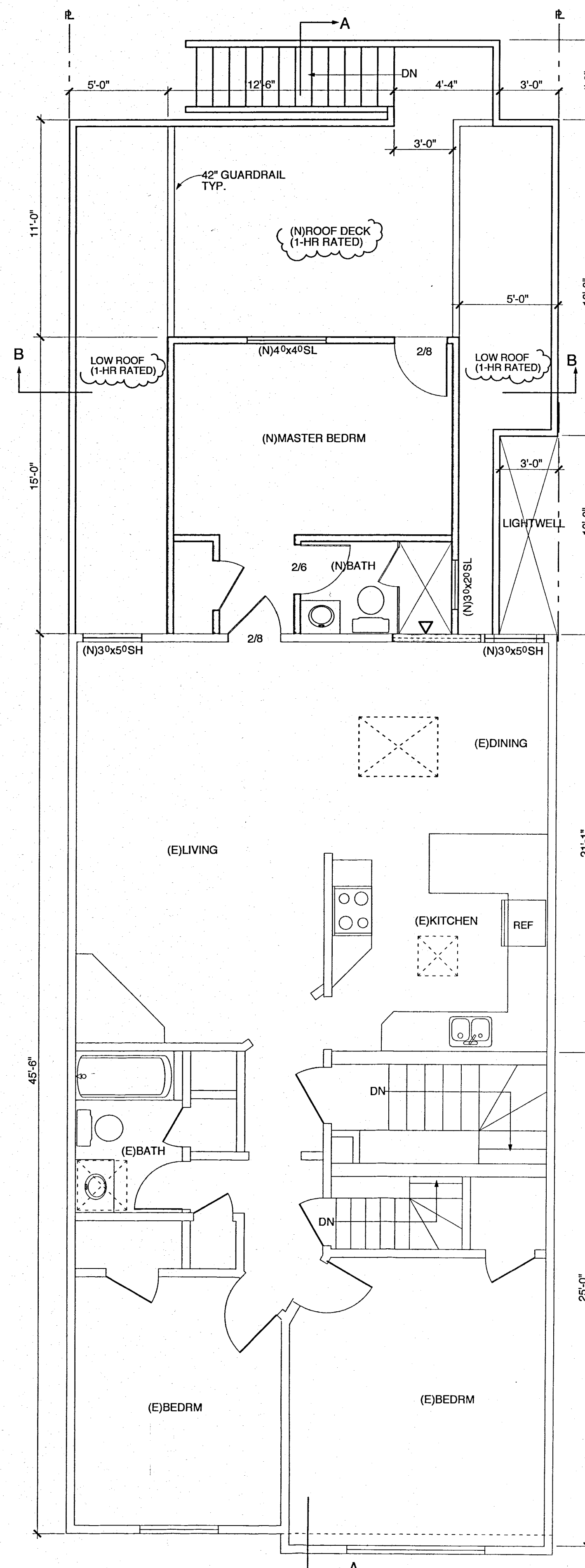
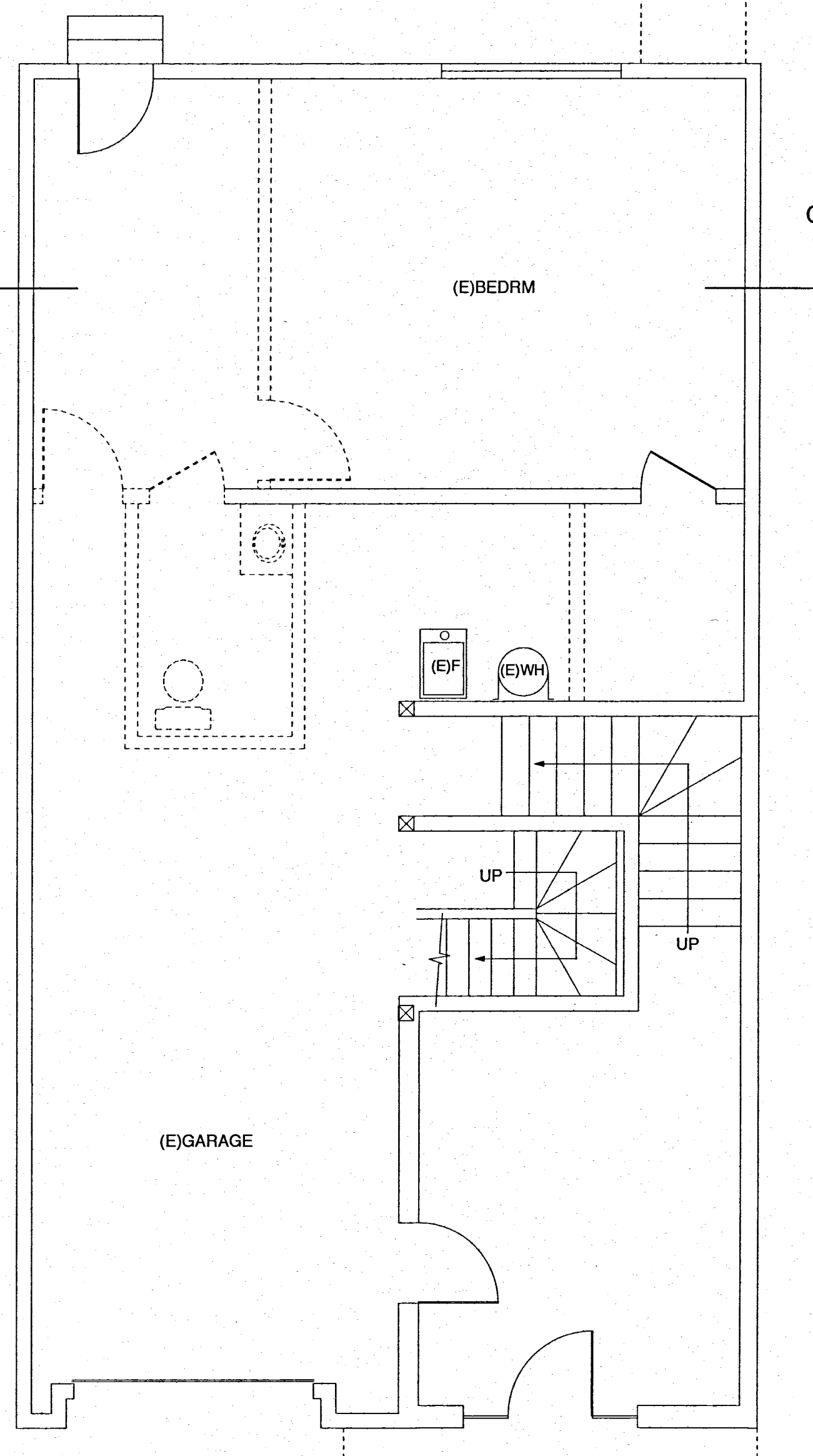
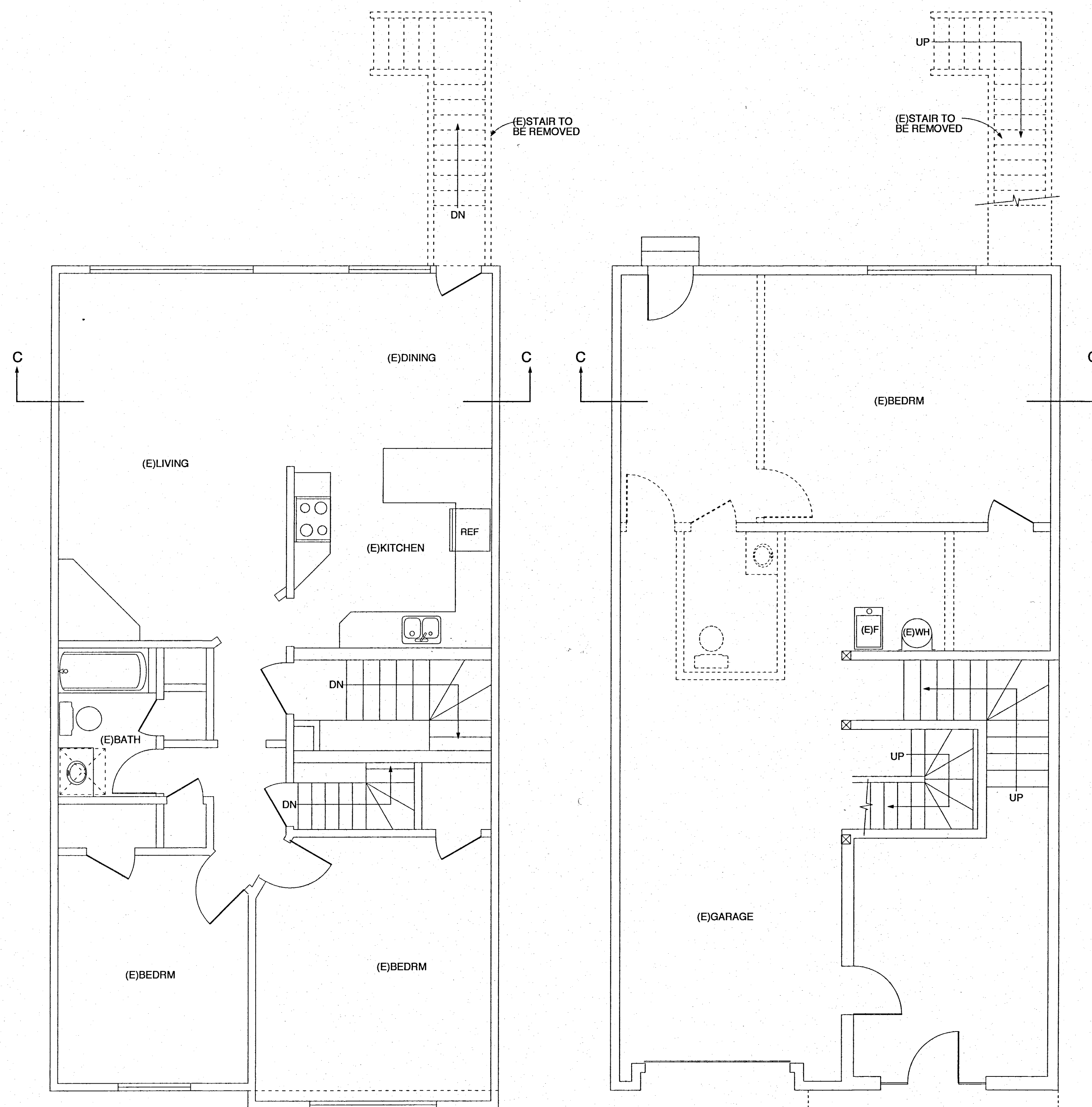
Logg 5/6/2026

RESIDENCE - ADDITION
1943 31st AVE. SAN FRANCISCO, CA. 94116

Sherman Jan
S & A ENGINEERING DESIGN
423 YALE STREET
SAN FRANCISCO, CA. 94134
TEL: (415) 337-5396
E-MAIL: SABYANFUN@AOL.COM

DATE: 2-6-26
SCALE: AS SHOWN
DRAWN: SY

A-1-1



REVISIONS	BY
1 3-12-26	

RESIDENCE - ADDITION
1943 31st AVE. SAN FRANCISCO, CA. 94116

Sherman Yam
S & A ENGINEERING DESIGN
423 YALE STREET
SAN FRANCISCO, CA. 94134
TEL: (415) 337-5396
E-MAIL: SARYANEI@AOL.COM

FLOOR PLANS

DATE: 12-26-17

SCALE: AS SHOWN

DRAWN: SY

JOB: 177

SHEET

A-2

OF SHEETS 4

PLOT DATE: 2-23-21 PLOT DATE: 1-25-23 PLOT DATE: 2-3-25

REVISIONS	BY
1	3-12-26

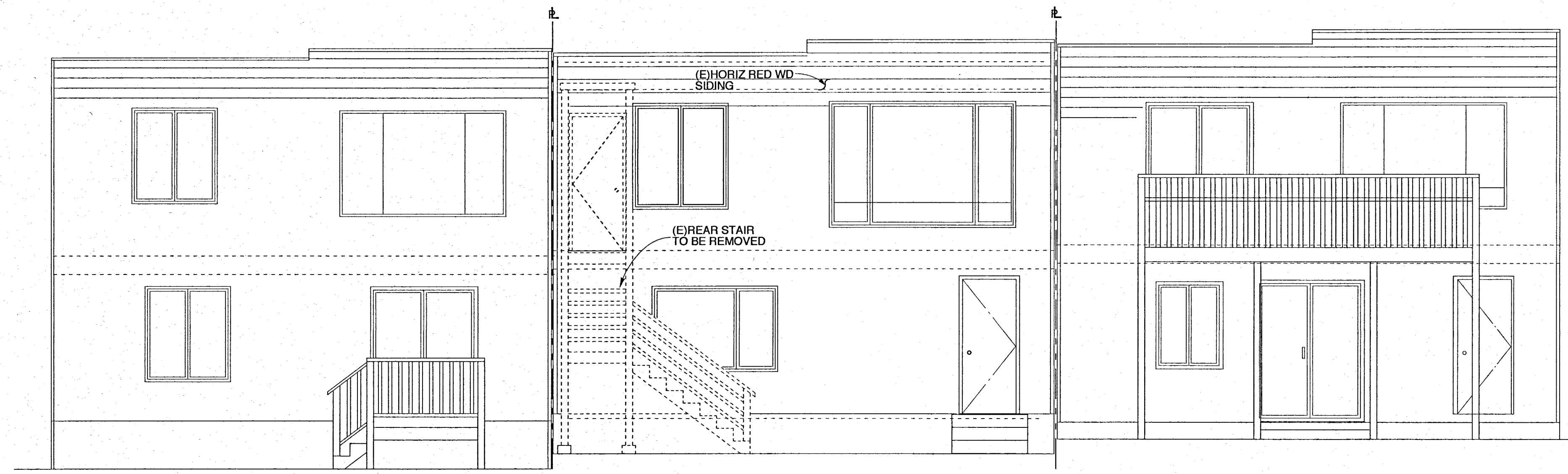
RESIDENCE - ADDITION
1943 31st AVE. SAN FRANCISCO, CA. 94116

Sharon Yoon
S & A ENGINEERING DESIGN
423 YALE STREET
SAN FRANCISCO, CA. 94134
TEL: (415) 337-5396
E-MAIL: SABYANF@AOL.COM

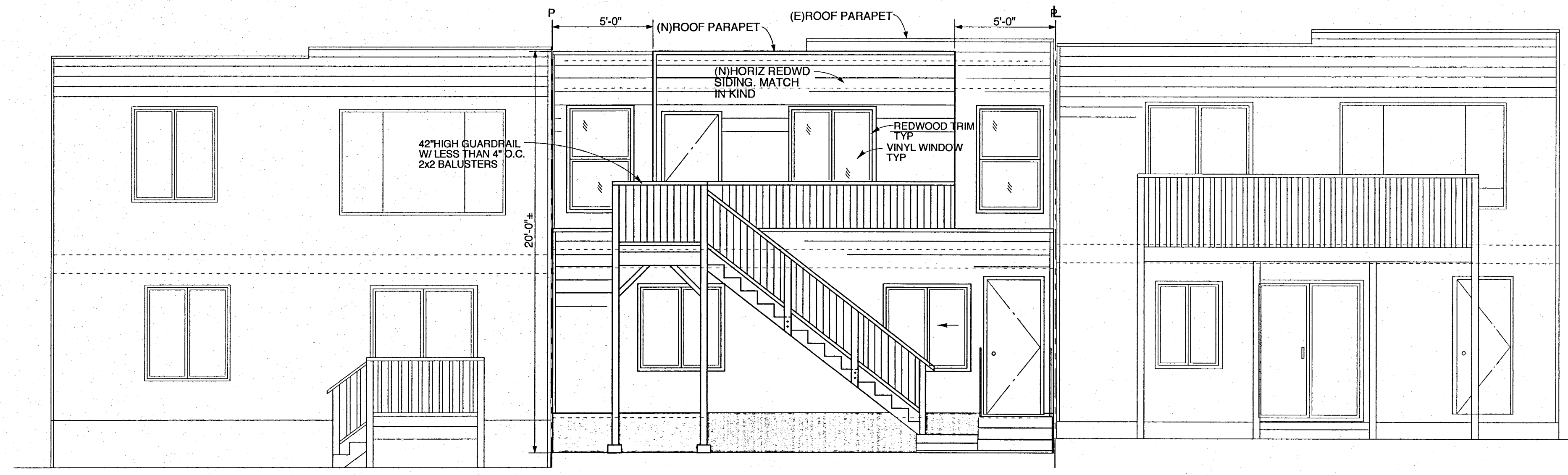
ELEVATIONS
DATE: 12-26-17
SCALE: AS SHOWN
DRAWN: SY
JOB: 1776
SHEET
A-3
OF SHEETS 5



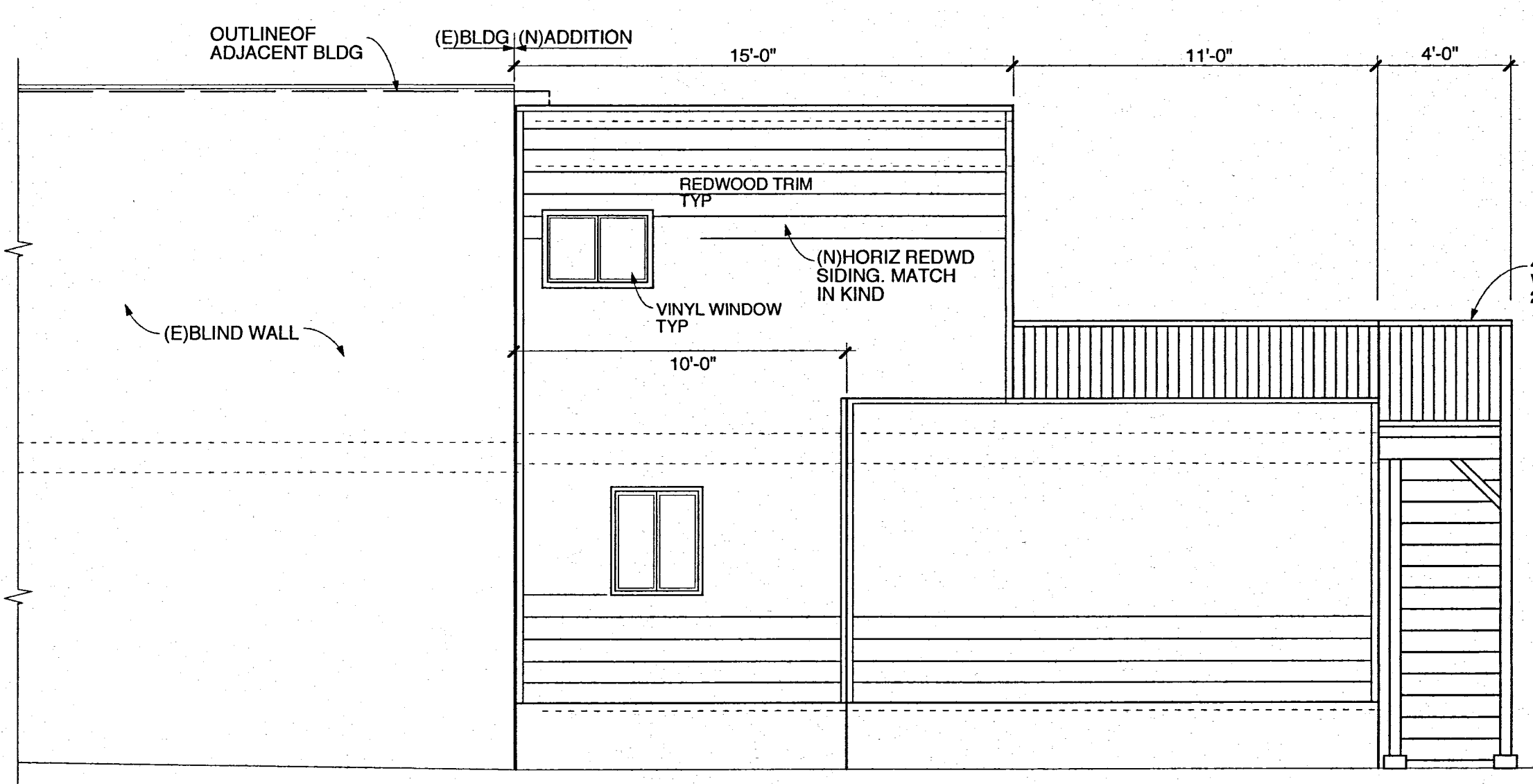
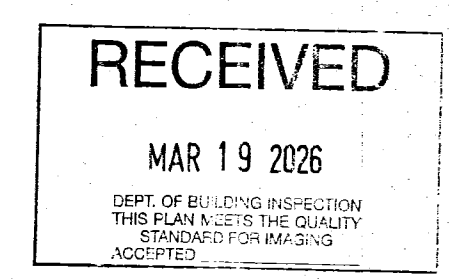
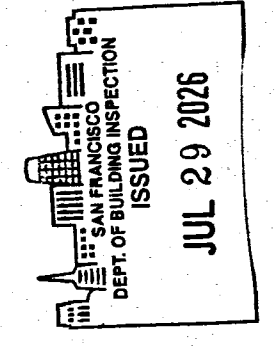
NO CHANGE
(E)FRONT ELEVATION
SCALE: 1/4" = 1'-0"



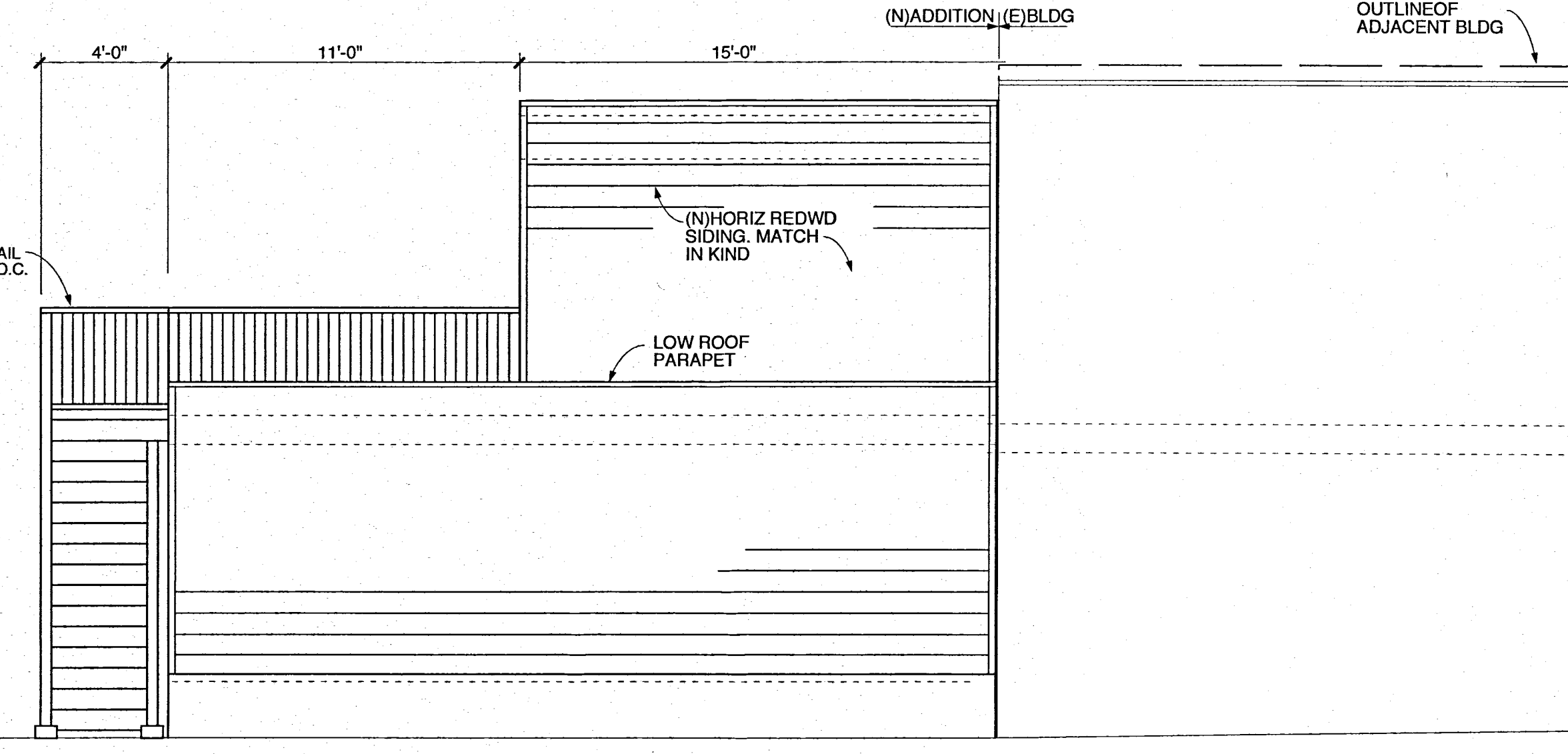
(E)REAR ELEVATION
SCALE: 1/4" = 1'-0"



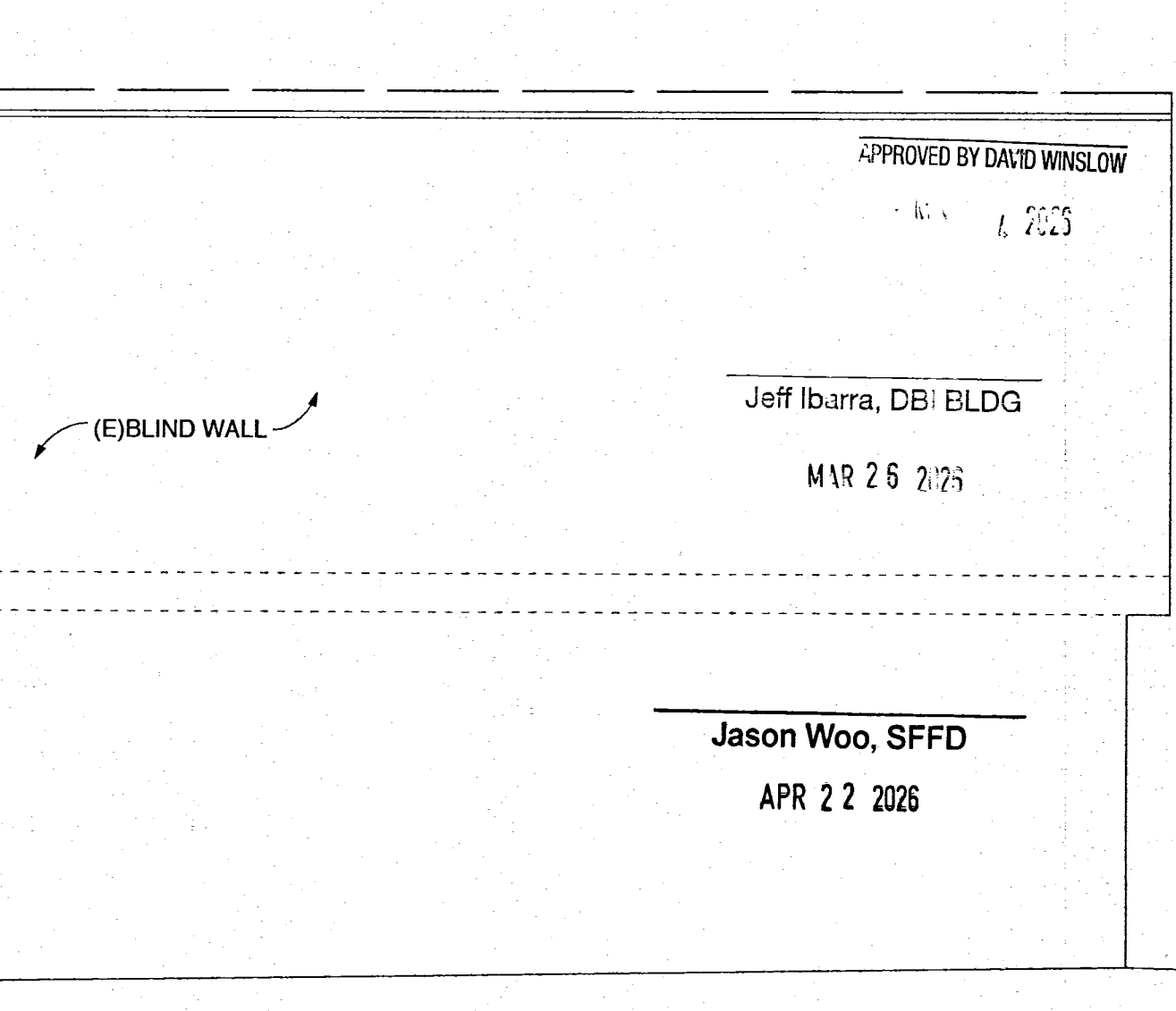
PROPOSED REAR ELEVATION
SCALE: 1/4" = 1'-0"



PROPOSED RIGHT ELEVATION-NORTH
SCALE: 1/4" = 1'-0"



PROPOSED LEFT ELEVATION-SOUTH
SCALE: 1/4" = 1'-0"



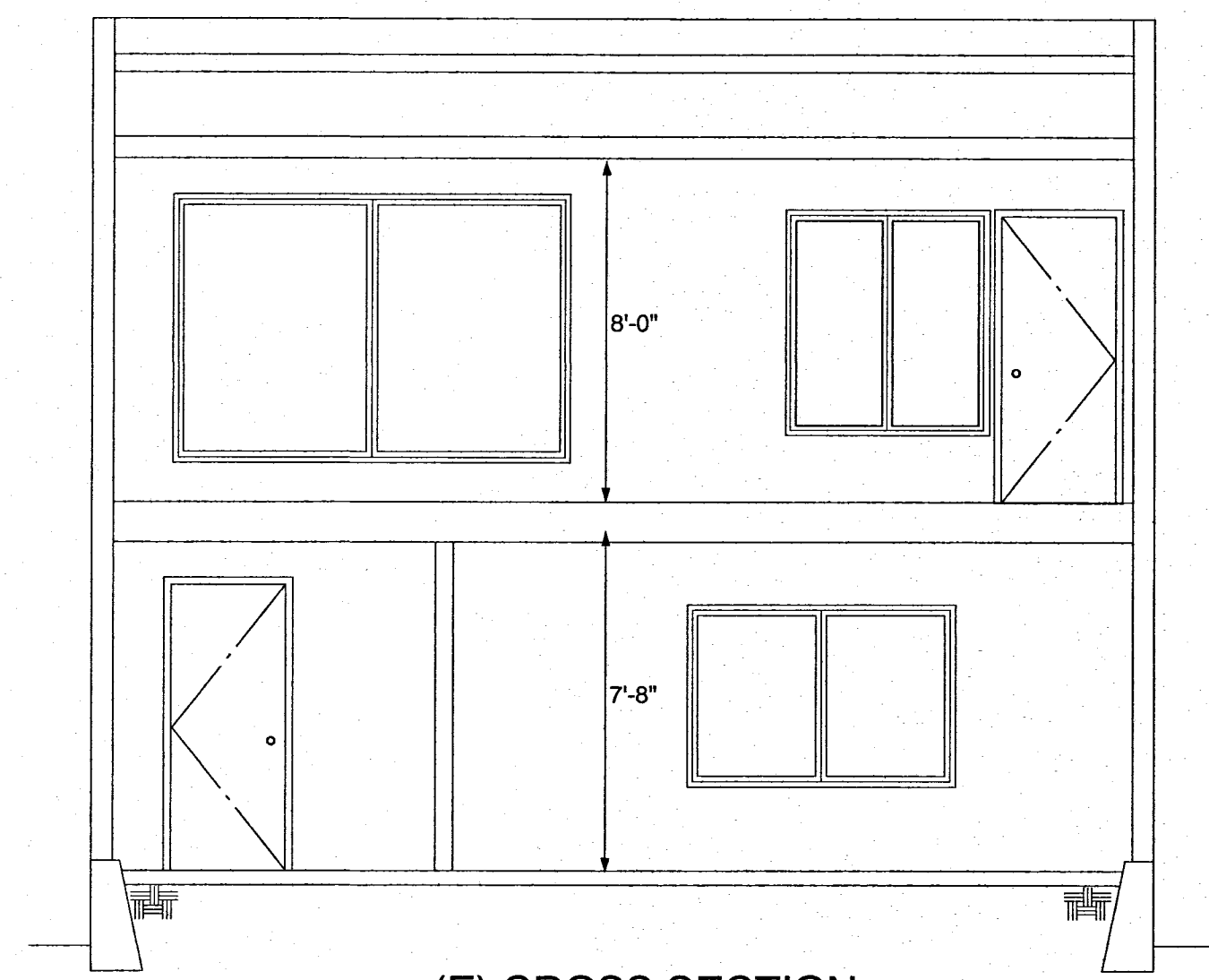
APPROVED BY DAVID WINSLOW
MAR 16 2026
Jeff Ibarra, DBI BLDG
MAR 26 2026
Jason Woo, SFFD
APR 22 2026

REVISIONS	BY
1	3-12-26

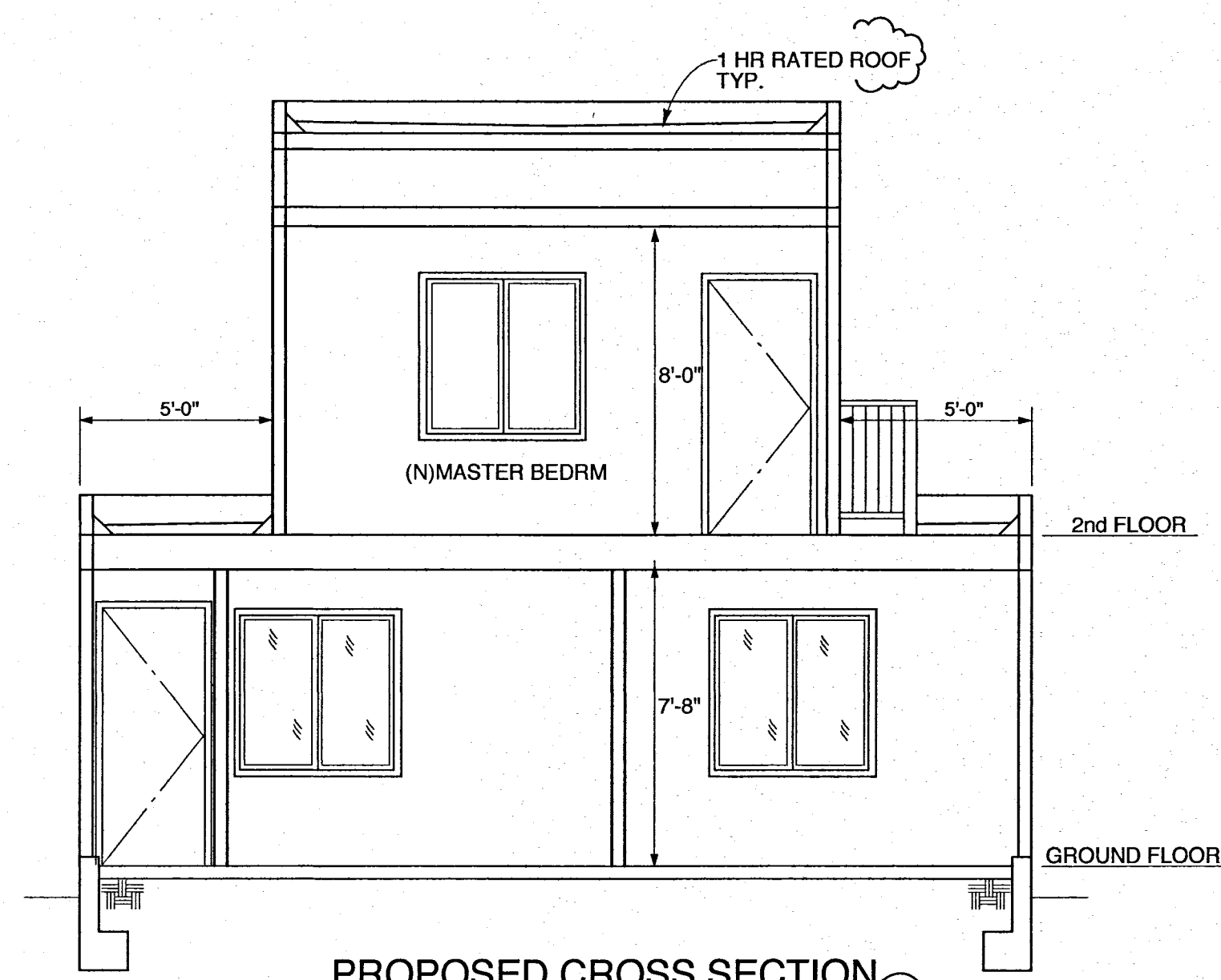
RESIDENCE - ADDITION
1943 31st AVE. SAN FRANCISCO, CA. 94116

Sherman Yan
S & A ENGINEERING DESIGN
423 YALE STREET
SAN FRANCISCO, CA. 94134
TEL: (415) 337-3396
E-MAIL: S&A.TAN@AOL.COM

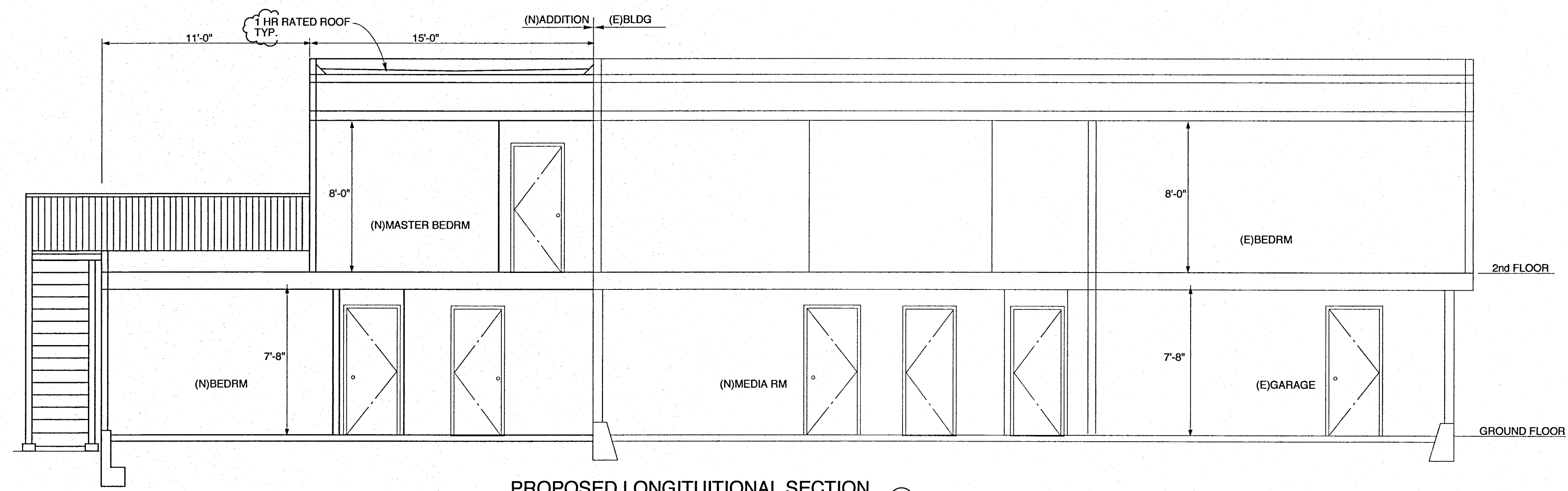
SECTIONS & ELEVATIONS	DATE: 12-26-17
	SCALE: AS SHOWN
	DRAWN: SY
	JOB: 1776
SHEET	
A-4	
OF SHEETS 5	



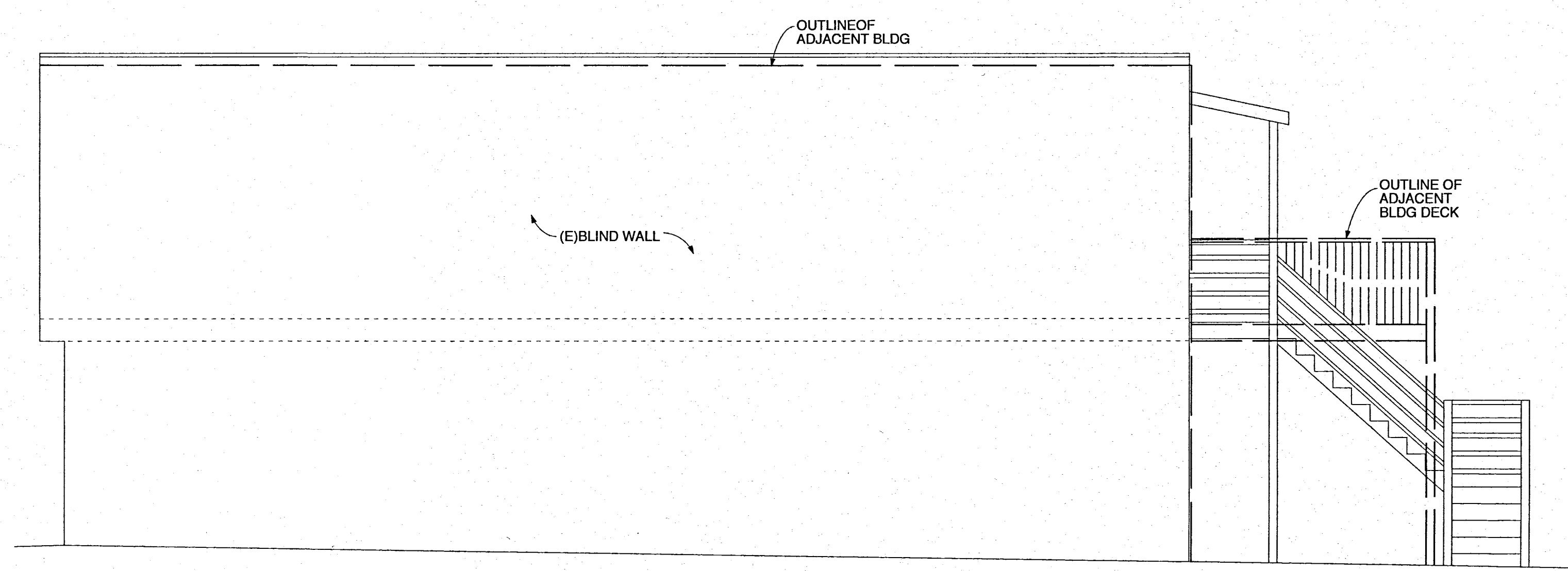
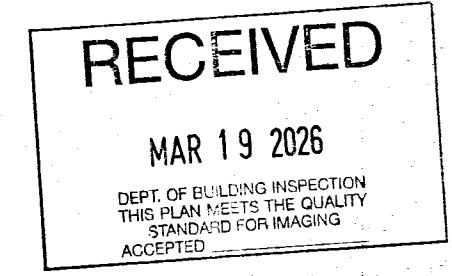
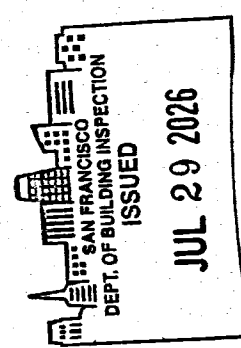
(E) CROSS SECTION C
SCALE: 1/4" = 1'-0"



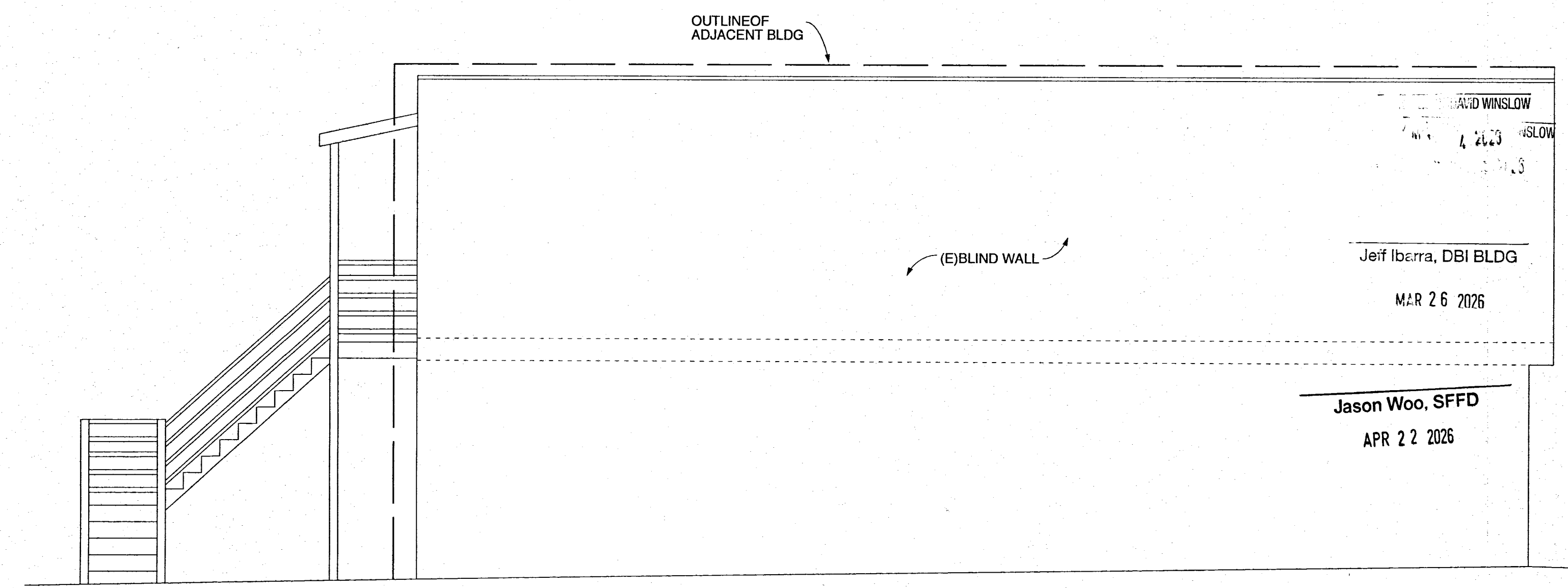
PROPOSED CROSS SECTION B
SCALE: 1/4" = 1'-0"



PROPOSED LONGITUDINAL SECTION A
SCALE: 1/4" = 1'-0"



(E) RIGHT ELEVATION-NORTH
SCALE: 1/4" = 1'-0"



(E) LEFT ELEVATION-SOUTH
SCALE: 1/4" = 1'-0"

David Winslow
Jeff Ibarra, DBI BLDG
MAR 26 2026
Jason Woo, SFFD
APR 22 2026

PLAN REVIEWER COMMENTS:

RECOMMENDATIONS:
[signed off/dated by:]

Plan Reviewer:

Approve

Approve with conditions

Disapprove

Division Manager:

Jay Ibarra, DBI BLDG

Carey McElroy, DBI

for Director of Bldg. Inspection:

MAR 26 2026

MAR 26 2026

for Fire Marshal:

Jason Woo, SFFD

CONDITIONS OF APPROVAL or OTHER COMMENTS

Proposed Modification or Alternate

THE ESCAPE CRITERIA OF THE EERO MAY BE ACCOMPLISHED WHERE THE EERO OPEN INTO A YARD WITH A MINIMUM OF 25'-0" DEPTH + STRAIGHT PATH FOR 22 FT LADDER FROM STREE THRU GARAGE TO REAR FOR RESCUE.

Case-by-Case Basis of Request - Describe the practical difficulties presented in meeting the specific conditions of the code and how the proposed modification or alternate meets the intent of the code. A separate form should be filled for each requested modification or alternate. Attach copies of any Administrative Bulletin, Code Ruling, reference, test reports, expert opinions, etc., which support this request. The Department may require that an approved consultant be hired by the applicant to perform tests or analysis and to submit an evaluation report to the Department for consideration.

THE HOUSE IS LAND LOCK

Requested by: PROJECT SPONSOR ARCHITECT/ENGINEER

Print Name: Sherman Yan Charles Li

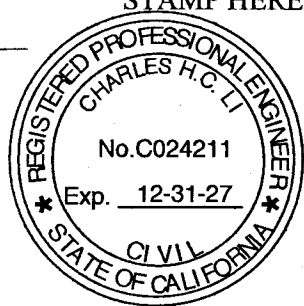
Signature:

Sherman Yan

Charles Li

 [PROFESSIONAL STAMP HERE]

Telephone:



ATTACHMENT A



DEPARTMENT OF BUILDING INSPECTION
City & County of San Francisco
49 South Van Ness Ave, 5th Floor, San Francisco, California 94103

REQUEST FOR APPROVAL OF LOCAL EQUIVALENCY FOR MODIFICATION OR ALTERNATE MATERIALS, DESIGN OR METHODS OF CONSTRUCTION

DATE SUBMITTED 2-3-25 [Note: This form shall be recorded as part of the permanent construction records of the property]

If no permit application has been filed, a Preapplication Review Fee is required for review of a request for local equivalency or modification, per SFBC Table 1A-B, Item 5. Additional fees may be required by Fire Department and other City review agencies.

If a permit application has been filed, no additional fees are required for this review.

Permit Application # 2018808318960

Property Address: 1943 31st AVE

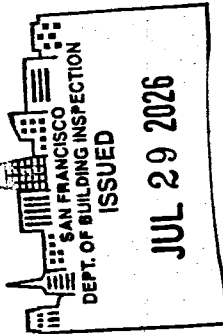
Block and Lot: 2103 / 011 Occupancy Group: R3 Type of Construction: VB No. of Stories: 2

Describe Use of Building SINGLE FAMILY

Under the authority of the San Francisco Building Code, Sections 104A.2.7 and 104A.2.8; the San Francisco Mechanical Code, Section 302.2; the San Francisco Electrical Code, Section 89.117; and the San Francisco Plumbing Code, Section 301.3; the undersigned requests modifications of the provisions of these codes and/or approval of alternate materials, designs or methods of construction. Two copies of supporting documents, including plans showing the proposed modifications or alternate materials, design or methods of construction, are attached.

Regular Code Requirement (specify Code and Sections)

SFBC SECTION 1030 REQUIRES EMERGENCY ESCAPE AND RESCUE OPENINGS (EEROs) TO OPEN DIRECTLY INTO A PUBLIC WAY OR TO A YARD OR COURT THAT OPENS TO A PUBLIC WAY.



RECEIVED

MAR 19 2026

DEPT. OF BUILDING INSPECTION
THIS PLAN MEETS THE QUALITY
STANDARDS FOR REVIEW
ACCEPTED

Jason Woo, SFFD

APR 22 2026

Jeff Ibarra, DBI BLDG

MAR 26 2026

REVISIONS	BY
1	3-12-26

RESIDENCE - ADDITION
1943 31st AVE. SAN FRANCISCO, CA. 94116

Sherman Yan
S & A ENGINEERING DESIGN
423 YALE STREET
SAN FRANCISCO, CA. 94134
TEL: (415) 337-5396
E-MAIL: SBYANFUN@AOL.COM

AB-005 FORMS

DATE:	12-26-17
SCALE:	AS SHOWN
DRAWN:	SY
JOB:	1776
SHEET	A-5
OF SHEETS	5

BRIEF SUBMITTED BY THE PLANNING DEPARTMENT



BOARD OF APPEALS BRIEF

HEARING DATE: September 23, 2026

September 17, 2026

Appeal No.: 26-043
Project Address: 1943 31st Avenue
Block/Lot: 2103/011
Zoning District: RH-1 (Residential-House, One Family)
Priority Equity Geographies SUD
Height/Bulk: 40//40-R-4
Staff Contact: Corey A. Teague, AICP, Zoning Administrator – (628) 652-7328
corey.teague@sfgov.org

Background & Analysis

Building Permit No. 201808318960 (“Permit”) was filed in 2018 for a 2-story rear addition to the existing single-family building. As shown on the Permit plans provided in the Permit Holder’s brief, the addition is 26 feet deep with a rear stair and landing. The ground floor addition is full lot width, while the second story portion of the addition includes 5-foot setbacks on each side. Of note, the scope of work approved by the Permit is similar to the addition recently constructed at the Appellant’s adjacent property at 1947 31st Avenue.

The Permit was reviewed by the Planning Department and, as approved, considered to be consistent with the Planning Code and Residential Design Guidelines. Neither the Planning Code or the Residential Design Guidelines require or encourage the ground floor portion of the addition to be set back from the side property lines. Neighborhood notice was conducted for the Permit pursuant to Planning Code Section 311 from March 6, 2023, to April 5, 2023. No request for Discretionary Review was filed.

Conclusion

The Permit was adequately reviewed by the Planning Department and underwent neighborhood notification with no opposition. Permit is fully consistent with Planning Code and Residential Design Guidelines. None of the issues raised by the Appellant warrant a change to the Permit. Therefore, the Planning Department respectfully requests that the appeal be denied.

cc: Sherman Yan (Agent for Permit Holder)
Vivienne Yu (Appellant)
Carey McElroy (Department of Building Inspection)

BRIEF SUBMITTED BY DBI



Board of Appeals Brief

Hearing Date: September 23, 2026

September 2, 2026

RE: Appeal No: 26-043
Permit No: 2018-0831-8960 S
Subject Property: 1943 31st Avenue
Block / Lot: 2103 / 011
DBI contact: Carey McElroy, Senior Building Inspector.
628-652-3779 carey.mcelroy@sfgov.org

Permit Description and Background:

The permit before the board is Site Permit # 2018-0831-8960 S with the Scope of Work as follows:

2-Story rear addition including 1 bedroom, 1 bath, & rear exterior stair at 2nd floor. 2 bedrooms & 1 bath at ground floor.

The permit was issued on 7/29/2026.

The plans for the permit under appeal were reviewed and approved by one of DBI's Building inspectors in Plan Review Services on 3/26/26 after determining the Architectural plans complied with all requirements of the 2025 San Francisco Building Code for Site Permit Review. Site permit plans are not for construction and are only reviewed for general compliance with the Building Code for fire and life safety. The construction plans will be submitted as an addendum to the site permit and will be reviewed for full compliance with the San Francisco and California Building Codes after they are submitted for review. The location of vents is not reviewed during the site permit phase but will be reviewed for code compliance once the addendum is submitted. With regards to the appellants concerns about their fence, Contractors are required to protect neighboring properties from damage.



Conclusion:

The Department of Building Inspection believes that the site permit plans complied with all applicable Building Code requirements for site permit review, and believes the permit was properly reviewed and approved. Therefore, DBI requests the site permit issuance be upheld, and the appeal denied.

Carey McElroy
Senior Building Inspector
Department of Building Inspection.

cc. Corey Teague, (Zoning Administrator)

Andrew Perry, (CPC)

Julie Lamarre, (Executive Director B.O.A)

Vivienne Yu, (Appellant)

Xiang Xu (Permit Holder)

Sherman Yan (Agent for Permit Holde)