



## ITHA BOARD

President: Mark Scardina  
Vice President: Les Plack  
Secretary: Sandy Gondolfo  
Treasurer: David Supan

## AT-LARGE

Eileen Ambre  
Irene Carter  
Paul Kameny  
Norman Meunier  
Linda McGilvray  
Lonnie Lawson, President Emeritus

## ITHA Committees

Membership: Norman Meunier  
Social: Wendy Dwyer &  
Sandy Gandolfo  
NERT: Paul Kameny  
The Sundial: Linda McGilvray &  
Daryl Schilling  
Parks & Landscaping: Rory Camp  
Welcome Wagon: Rose Ann Anderson  
Design Review: Suzanne McDonnell  
Construction Committee:  
Norman Meunier  
West of Twin Peaks Council:  
Paul Conroy  
Webmaster: Mark Goldstein

Regular monthly meetings of the ITHA are held at 7:30 P.M. on the third Thursday of each month, January, February, March, April, May, June, September and October. No regular meetings are scheduled for July, August, November, or December. Location is the St. Francis Episcopal Church, 399 San Fernando Way, and all Terraces residents are welcome.

ITHA, P.O. Box 27304, San Francisco, CA 94127-0304 • [www.ITHASF.org](http://www.ITHASF.org)  
[www.ithasf.org/email.html](http://www.ithasf.org/email.html)

Join our google email group at the above website. Members discuss topics such as local events, meetings, crime, schools, and gardening. You may join the announcements only email group or the discussion group.

## President's Letter

By Mark Scardina

Welcome to the Spring Edition of your ITHA Newsletter and the first one of our second century! The last time I wrote we were on very shaky grounds as dues income and renewals were the lowest in current history. As you recall, I surmised that this was due to our lack of an included envelope and not an intentional lack of support for your association's efforts. Your response in the last three months has been fantastic. Not only did many of you respond with your 2013 dues payments, but many have used the envelopes for their 2014 payments as well. This has taught us to always include an envelope in our newsletters so that one is always at hand and to leave it up to you as to when to send your dues in each year.

As you may also recall, I asked that you inform Supervisor Yee about your opinion on the very important issue of the legalization of second units in single-family zoned neighborhoods such as our Terraces. This effort is formally moving forward this month. Your ITHA Board has opposed it as it violates our CC&R's, as have other neighborhood associations. If you haven't already done so, please write. The revised law text, a summary digest, our letter, as well as the one from the West Of Twin Peaks Council, is available on our website at [www.ithasf.org](http://www.ithasf.org) along with contact addresses. Please let Supervisor Yee and the rest of the board hear from you.

Once you have done that, take a close look at the rest of this newsletter. Our Membership Committee chairperson, Norman Meunier, presents his annual report of our activities formally kicking off our membership drive. Our Design Review Committee chairperson, Suzanne McDonnell, presents the outcome of her committee's multi-year project – the ITHA Design Guidelines Checklist. Also note to mark your calendar for our upcoming events, which kick off with our Annual Garage Sale in May.

I would also like to introduce our new Vice President. Les Plack joined the board at the end of 2012 as a long time resident and quickly got involved in our neighborhood issues. He takes over from Paul Conroy who has graciously and effectively served the last several years and to whom we all should give a heart-felt thank you. Paul will continue to be our WOTPC representative. Finally, if you have some spare time, we are looking for help on our various committees or to serve on your ITHA Board. Please contact me at [president@ithasf.org](mailto:president@ithasf.org).

*Mark Scardina*

## Introducing the ITHA Design Review Checklist

About five years ago, the Ingleside Terraces Homeowners Association (ITHA) formed the Design Review Committee to study the San Francisco Planning Department's Residential Design Guidelines and determine whether additional neighborhood guidelines would help residents plan for additions and remodels. The Ingleside Terraces development is more than 100 years old and the architectural elements and neighborhood character are still evident. But with numerous remodeling projects throughout the Terraces on a regular basis, the question for ITHA was: How can neighborhood character be preserved and high quality renovation and development assured? The culmination of the Design Review Committee's research and collaboration is the ITHA Design Review Checklist, approved by the ITHA Board of Directors on January 16, 2014, and now posted at the ITHA website.

Embarking on a residential renovation can be an overwhelming task. The Checklist is designed to make this task easier. It is replete with citations to the San Francisco Planning and Building Codes and the 1912 Covenants, Conditions and Restrictions (CC&Rs) to which every parcel in the Terraces is subject. The Checklist tracks the San Francisco city-wide Residential Design Guidelines and is a helpful tool to analyze whether a planned expansion or remodel will be visually compatible with the historic character of our neighborhood and comply with San Francisco planning and building laws and regulations.

We are lucky to live in such a unique and historic neighborhood and, by renovating our homes according to the City's Residential Design Guidelines and the Planning and Building Code requirements, we will preserve our neighborhood character for future generations. Also, a remodel or expansion that honors the architectural elements and neighborhood character of the homes in Ingleside Terraces will be satisfying to the homeowner, to your neighbors on the block and the neighborhood in general because, in addition to the preservation benefits, it brings the highest resale value for yours and other homes on your block.

If you are considering any renovation that affects your home's exterior, we recommend that you read the entire ITHA Design Review Checklist at the earliest stage of planning your project. Even a smaller project like window replacement requires Planning Department

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## Ingleside Terraces News

From the Membership Chair

GREETINGS!

With this issue of the SUNDIAL we officially open the 2014 membership drive. Thank you very much to each of our neighbors who dipped into their pockets last December to bring our yearly totals in range of the past years. You all seem to appreciate the new canary yellow envelopes. Our President found a great price point, and we have enough of them for a few years to come. Please read Mark's column in this issue; he explains why you are getting additional envelopes.

As usual, ITHA continues to work diligently to hold the line on expenses and spending. We keep our pencils very sharp and are constantly trying to make certain that we spend only where required.

**Woody LaBounty** wrote a very special book in his series on the "Outside Lands" of San Francisco. This book is all about our own Ingleside Terraces. It has been very well received. Woody generously let us purchase his book at a reduced price so we can offer it as an incentive with the Welcome Wagon. We hope this stimulates our new neighbors to become active in our organization. Look for **Rose Ann Anderson** to approach your newly acquired home. Rose Ann has been working hard to make this program stronger and brings many new ideas to the table. The book is one of those ideas. As a very special incentive to help increase donations, the Board decided that any neighbor who contributes in excess of \$150.00 will be given a copy of the book.

Be sure to visit our website, [www.ITHASFORG](http://www.ITHASFORG). You will find links to many of our programs.

Last September ITHA celebrated our CENTENNIAL with a fabulous picnic at the Sundial Park! There is a great photo on the opening page of the website of

**MARK YOUR CALENDARS!**

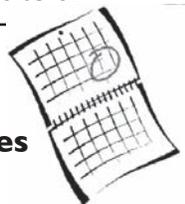
**Upcoming Events in the Terraces**

Garage Sale: **Saturday, May 17**

Annual Picnic **Sunday, September 21**

Annual Meeting: **Saturday, November 8**

Holiday Caroling: **Sunday, December 14**



our neighbors enjoying a sunny afternoon of good fun, food and music. **Wendy Dwyer** and **Sandy Gandolfo** deserved the warm applause they and their committee received, as the picnic is a very big job. I especially enjoy when the fire truck arrives and the children get so excited. I have to admit that I share their feelings, especially when the firefighters ring the bell and sound the siren!!! SFPD had their 'talking car' at the picnic as well, another fun thing that attracts the youth. Our local supervisor attended as did several other prominent people from around the city.

There are some troubling projects that happened in our area recently. Rogue construction projects are a problem. Last year the Construction Committee had to make the very difficult decision to STOP three different projects that were underway. It was a tough decision to make, but we felt there was no choice. Unfortunately, one of those projects continues to be blight on our streets. The other two 'came to the party' and did the right thing. They corrected the errors and are in compliance with the SF Planning Dept. and our Guidelines. On a much happier note regarding construction I was approached in advance of work being started by a new neighbor who was going to be making visible changes. It was not so easy to convince him that in fact he would be required to replace these items 'in kind'. This means keeping the design as originally built. We met several times resulting in a nice conclusion! Well done and thanks to all concerned.

Your Board of Directors meets monthly on the third Thursday at St. Francis Church in the Guild Hall. We meet at 7:30, and all neighbors are encouraged to attend. If you have any specific concerns you would like addressed, contact our Vice President, **Les Plack**, who will help you get on the agenda. The Board usually has a full agenda, and items are added as time allows. We take each request seriously and

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## Taraval Station Resource List

ALL SF EMERGENCIES: 911

Non-Emergency: (415) 553-0123

Customer Service Center: 311

Taraval Station: (415) 759-3100

TNT Cell Phone1: (415) 850-6118

TNT Cell Phone2: (415) 850-5448

Website: [www.taraval.org](http://www.taraval.org)

Project SAFE: [www.sfsafe.org](http://www.sfsafe.org)

do our best to make sure they are dealt with easily and quickly.

Your Board of Directors will continue guiding the pursuit of keeping these Terraces the lovely park like area in the city we all love so much. If you see something of concern, please don't hesitate to contact the Board at large or go directly to a Committee leader to discuss solutions. Every member is a volunteer; we have jobs, families and commitments, and ITHA is a big commitment for each of us. You are encouraged to join committees that interest you.

Plan to open your garage doors in May to join in the neighborhood Garage Sale. In September the Annual Picnic is planned; the Annual Meeting in November is a perfect venue to attend and present your opinions. In December we host a Holiday Sing-Along at one of our fine neighbors' homes. Details are announced in this news.

Thank you very much for supporting YOUR Homes Association! We members of YOUR Board appreciate seeing neighbors, new and long term at our meetings.

Good health and happiness to you and your families!

*Norman J. Meunier, Membership Chair*

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## Design Review Checklist

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review, a building permit, and installation of windows that are architecturally appropriate to the time period in which your home was originally constructed. For most homes in Ingleside Terraces, this means painted wood windows. We also suggest making sure your architect, contractor, and materials suppliers are familiar with the Checklist and the resources to which it refers. In addition, you will need to consult the San Francisco Planning Department and the Building Inspection Department before starting any project. Lastly, use this checklist as a guide only, it is not intended as legal advice.

We hope the Design Review Checklist will help you prepare for and complete your project as quickly and economically as possible. You can access the Checklist at <http://ithasf.org/>. If you have questions, please contact the ITHA Design Review Committee ([designreview@ithasf.org](mailto:designreview@ithasf.org)) and a committee member/neighbor will respond to your inquiry.

*ITHA Design Review Committee*

# Spring Fling Garage Sale

**Saturday, May 17, 2014 • 10:00 am – 3:00 pm**

All neighbors in Ingleside Terraces are invited to open their garage doors for the sale. Publicity, courtesy of ITHA, will be placed in local classified sections.

*Take advantage of this great money-making event!*

Last Name \_\_\_\_\_ Phone \_\_\_\_\_  
(Name will not be printed on map)

Address for map \_\_\_\_\_

Yes, I will be participating. I will offer items in the following 3 categories:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Yes, I will help distribute publicity flyers and hang posters and banners the week of the event.

*Please fill out this form and return to Wendy Dwyer, 350 Urbano Dr., SF, CA 94127  
by April 25. For more information call Wendy @ 706-0549 or email her at [hairnetw@hotmail.com](mailto:hairnetw@hotmail.com)  
There's a suggested donation of \$20. per household participating to support ITHA. Thanks.*

## THE SUNDIAL

Ingleside Terraces Homes Association

P.O. Box 27304

San Francisco, CA 94127

*See inside for new membership letter  
and ITHA information!*