

SAN FRANCISCO PLANNING COMMISSION



Notice of Hearing & Agenda

Commission Chambers, Room 400
City Hall, 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Thursday, April 11, 2019
1:00 p.m.
Regular Meeting

Commissioners:

Myrna Melgar, President
Joel Koppel, Vice President
Rich Hillis, Milicent Johnson,
Kathrin Moore, Dennis Richards

Commission Secretary:

Jonas P. Ionin

Hearing Materials are available at:

Website: <http://www.sfplanning.org>

Planning Department, 1650 Mission Street, 4th Floor, Suite 400

Voice recorded Agenda only: (415) 558-6422

Commission Hearing Broadcasts:

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Live, Thursdays at 1:00 p.m., Cable Channel 78

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

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Accessible Meeting Information

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Transit: The nearest accessible BART station is Civic Center. Accessible MUNI Metro lines are the F, J, K, L, M, N, T (exit at Civic Center or Van Ness stations). MUNI bus routes also serving the area are the 5, 6, 9, 19, 21, 47, 49, 71, and 71L. For more information regarding MUNI accessible services, call (415) 701-4485 or call 311.

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Allergies: In order to assist the City in accommodating persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, please refrain from wearing scented products (e.g. perfume and scented lotions) to Commission hearings.

SPANISH:

Agenda para la Comisión de Planificación. Si desea asistir a la audiencia, y quisiera obtener información en Español o solicitar un aparato para asistencia auditiva, llame al 415-558-6309. Por favor llame por lo menos 48 horas de anticipación a la audiencia.

CHINESE:

規劃委員會議程。聽證會上如需要語言協助或要求輔助設備，請致電415-558-6309。請在聽證會舉行之前的至少48個小時提出要求。

TAGALOG:

Adyenda ng Komisyon ng Pagpapalano. Para sa tulong sa lengguwahe o para humiling ng Pantulong na Kagamitan para sa Pagdinig (headset), mangyari lamang na tumawag sa 415-558-6309. Mangyaring tumawag nang maaga (kung maaari ay 48 oras) bago sa araw ng Pagdinig.

RUSSIAN: Повестка дня Комиссии по планированию. За помощью переводчика или за вспомогательным слуховым устройством на время слушаний обращайтесь по номеру 415-558-6309. Запросы должны делаться минимум за 48 часов до начала слушания.

ROLL CALL:

President: Myrna Melgar
 Vice-President: Joel Koppel
 Commissioners: Rich Hillis, Milicent Johnson,
 Kathrin Moore, Dennis Richards

A. CONSIDERATION OF ITEMS PROPOSED FOR CONTINUANCE

The Commission will consider a request for continuance to a later date. The Commission may choose to continue the item to the date proposed below, to continue the item to another date, or to hear the item on this calendar.

1. 2018-013861PCAMAP (D. SANCHEZ: (415) 575-9082)
LARGE RESIDENCE SPECIAL USE DISTRICT – Planning Code and Zoning Map Amendment introduced by Supervisor Safai to create the District 11 Large Residence Special Use District (the area within a perimeter established by Brotherhood Way, Junipero Serra Boulevard, Holloway Avenue, Ashton Avenue, Holloway Avenue, Harold Avenue, Ocean Avenue, Geneva Avenue, Interstate 280, Tingley Street, Alemany Boulevard, Mission Street, Interstate 280, Stoneybrook Avenue, Cambridge Street, Stoneyford Avenue, Gladstone Drive, Sunglow Lane, Silver Avenue, Madison Street, Valmar Terrace, Peru Avenue, Burrows Street, western boundary of John McLaren Park, La Grande Avenue, western boundary of John McLaren Park, Brazil Avenue, Mansell Street, Persia Avenue, western boundary of John McLaren Park, La Grande Avenue, western boundary of John McLaren Park, Geneva Avenue, Carter Street, southeastern boundary of Census Tract 0263.02, Block 3005, and the southern boundary of San Francisco, Saint Charles Avenue, Interstate 280, straight-line extension northerly to Orizaba Avenue, Alemany Boulevard, and Brotherhood Way), to promote and enhance neighborhood character and affordability by requiring Conditional Use authorization for large residential developments in the district; affirming the Planning Department’s determination under the California Environmental Quality Act; making findings of consistency with the General Plan and the eight priority policies of Planning Code, Section 101.1; and adopting findings of public necessity, convenience, and welfare under Planning Code, Section 302.
Preliminary Recommendation: Approve with Modifications
 (Continued from Regular hearing on March 7, 2019)
Note: On March 7, 2019, after hearing and closing public comment, continued to April 11, 2019 by a vote of +6 -0.
(Proposed Continuance to April 18, 2019)

2. 2018-003223DRP (D. WINSLOW: (415) 575-9159)
15 EL SERENO COURT – between Rio Court; Lot 025 in Assessor’s Block 2968B (District 7) - Request for **Discretionary Review** of Building Permit Application No. 2018.0302.2730 for new construction of a one-story horizontal addition to a one-family house within the RH-1 (Residential-House, One-Family) Zoning District and 40-X Height and Bulk District. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).
Preliminary Recommendation: Do Not Take Discretionary Review and Approve
(Proposed Continuance to April 25, 2019)

- 3a. 2015-016326GPR (C. ALEXANDER: (415) 575-8724)
SEAWALL LOTS 323 & 324 – north side of Broadway between The Embarcadero and Davis Street, Assessor’s Block 0138, Lot 001 and Assessor’s Block 0139, Lot 002 (District 3) – Request for **Findings of Consistency** with the General Plan and with the Priority Policies of Planning Code Section 101.1 for the proposed street vacation of portions of Davis Street and Vallejo Street for the Teatro ZinZanni Development Project, with conditions. The Project proposes to demolish the existing parking lot and construct a new mixed-use development consisting of three components: an approximately 26,100 gross-square-foot (gsf) entertainment venue that would primarily house a theater space (dba “Teatro ZinZanni”); an approximately 112,700 gsf, four-story hotel building that would accommodate a maximum of 192 guestrooms; and an approximately 14,000 gsf privately financed and maintained public park. The proposal requires project entitlements that must be heard at a later date by the Port Commission. The subject property is located within the Article 10 Northeast Waterfront Landmark District and is within a C-2 (Community Business) Zoning District and 40-X Height and Bulk District.
Preliminary Recommendation: Adopt Findings of Consistency, with Conditions
(Proposed Continuance to May 2, 2019)
- 3b. 2015-016326CUA (C. ALEXANDER: (415) 575-8724)
SEAWALL LOTS 323 & 324 – north side of Broadway between The Embarcadero and Davis Street, Assessor’s Block 0138, Lot 001 and Assessor’s Block 0139, Lot 002 (District 3) – Request for a **Conditional Use Authorization** to demolish the existing parking lot and construct a new mixed-use development consisting of three components: an approximately 26,100 gross-square-foot (gsf) entertainment venue that would primarily house a theater space (dba “Teatro ZinZanni”); an approximately 112,700 gsf, four-story hotel building that would accommodate a maximum of 192 guestrooms; and an approximately 14,000 gsf privately financed and maintained public park. The proposal requires project entitlements that must be heard at a later date by the Port Commission. The subject property is located within the Article 10 Northeast Waterfront Landmark District and is within a C-2 (Community Business) Zoning District and 40-X Height and Bulk District. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).
Preliminary Recommendation: Approve with Conditions
(Proposed Continuance to May 2, 2019)
4. 2018-016667CUA (D. GANETSOS: (415) 575-9172)
3307 SACRAMENTO STREET– southern side between Presidio Avenue and Walnut Street, Lot 027 in Assessor’s Block 1021 (District 1) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 303 and 724 to establish a retail professional service use (real estate office, DBA ENGEL & VÖLKERS) with an accessory art gallery (retail sales and service use) in an existing and vacant first floor tenant space, last permitted as a retail sales and service use. The entire tenant space has a gross square footage of 2,085 square feet. The proposed real estate office will occupy 1,838 square feet of this space, and the proposed accessory art gallery will occupy 246 square feet at the entrance of the space. No interior tenant improvements or changes to any building façade are associated with this proposal.
(Proposed for Indefinite Continuance)

B. CONSENT CALENDAR

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Planning Commission, and may be acted upon by a single roll call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission, the public, or staff so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item at this or a future hearing

5. [2018-017057CUA](#) (A. LINDSAY: (415) 575-9178)
[1226 9TH AVENUE](#) – east side between Lincoln Way and Irving Street, Lot 032 of Assessor’s Block 1742 (District 14) – Request for a **Conditional Use Authorization**, pursuant to Planning Code Sections 303 and 730, to permit change of use from Limited Restaurant to Restaurant (d.b.a Tartine Manufactory) at an existing vacant storefront ground floor space. No interior or exterior work proposed under this request. Site most recently operated under land use retail-professional services. In October 2016, approval for Limited Restaurant was sought and obtained, but the site has not operated as Limited Restaurant. This project was reviewed under the Community Business Priority Processing Program (CB3P). The subject property is located within the Inner Sunset NCD (Neighborhood Commercial) and 40-X Height and Bulk Districts. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).
Preliminary Recommendation: Approve with Conditions

C. COMMISSION MATTERS

6. Consideration of Adoption:
- [Draft Minutes for March 7, 2019](#)
7. Commission Comments/Questions
- Inquiries/Announcements. Without discussion, at this time Commissioners may make announcements or inquiries of staff regarding various matters of interest to the Commissioner(s).
 - Future Meetings/Agendas. At this time, the Commission may discuss and take action to set the date of a Special Meeting and/or determine those items that could be placed on the agenda of the next meeting and other future meetings of the Planning Commission.

D. DEPARTMENT MATTERS

8. Director’s Announcements
9. Review of Past Events at the Board of Supervisors, Board of Appeals and Historic Preservation Commission

E. GENERAL PUBLIC COMMENT

At this time, members of the public may address the Commission on items of interest to the public that are within the subject matter jurisdiction of the Commission except agenda items. With respect to agenda items, your opportunity to address the Commission will be afforded when the item is reached in the meeting. Each member of the public may address the Commission for up to three

minutes. When the number of speakers exceed the 15-minute limit, General Public Comment may be moved to the end of the Agenda.

F. REGULAR CALENDAR

The Commission Hearing Procedures provide for presentations by staff; followed by the project sponsor team; followed by public comment for and against the proposal. Please be advised that the project sponsor team includes: the sponsor(s) or their designee, lawyers, architects, engineers, expeditors, and/or other advisors.

10. [2019-001604PCA](#) (D. SANCHEZ: (415) 575-9082)
BUILDING STANDARDS – Planning Code Amendment introduced by Supervisor Mandelman to require building setbacks for buildings fronting on narrow streets, modify front yard requirements in Residential Districts, increase required rear yards in single family zoning districts by five percent, amend the rear yard requirements for through lots and corner lots in certain districts to permit second buildings where specified conditions are met, and allow building height increases to existing stories in existing nonconforming buildings in order to accommodate residential uses; affirming the Planning Department’s determination under the California Environmental Quality Act; making findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1; and adopting findings of public necessity, convenience, and general welfare under Planning Code, Section 302.
Preliminary Recommendation: Approve with Modifications
11. [2013.4117CWP](#) (L. FISHER: (415) 575-8715)
SAN FRANCISCO BIODIVERSITY RESOLUTION – Request for **Adoption** of a Planning Commission Biodiversity Resolution proposed in response to, and in support of, the San Francisco Biodiversity Policy unanimously approved by the Board of Supervisors in April 2018. This resolution outlines the unique natural heritage of San Francisco and its current challenges; the inter-related global biodiversity and climate change crises; the role and ability of the Planning Department to support biodiversity in the built environment; and specific strategies to pursue internally, with the public, and in partnership with fellow agencies. This resolution also recognizes and builds on the efforts from the past four years’ work order with SF Environment co-developing policies and tools, and the findings of the Department’s Biodiversity Survey from October 2018.
Preliminary Recommendation: Adopt
12. [2017-016416PCA](#) (A. STARR: (415) 558-6362)
CODE REORGANIZATION PHASE 3: CHINATOWN – Planning Code Amendment Initiation to revise the zoning control tables of the Chinatown Mixed Use Districts to make them consistent with those in Article 2 and 7 and to apply the use definitions in Section 102; affirming the Planning Department’s determination under the California Environmental Quality Act; and making findings of consistency with the General Plan and the eight priority policies of Planning Code, Section 101.1 and adopting findings of public necessity, convenience, and welfare under Planning Code, Section 302.
Preliminary Recommendation: Initiate and Schedule for Adoption on or After May 9, 2019
13. [2016-013156SRV](#) (P. LAVALLEY: (415) 575-9084)
CITYWIDE CULTURAL RESOURCES SURVEY – Informational Presentation regarding the Citywide Cultural Resources Survey. Planning Department staff will present an overview of

the Citywide Cultural Resources Survey, including: survey methodology; survey phasing; and, information on survey staffing and budget.

Preliminary Recommendation: None – Informational

14. [2016-013850ENV](#) (J. MOORE: (415) 575-8733)
915 CAYUGA AVENUE – between Ocean and Onondaga Avenues, Lots 011C and 039 in Assessor’s Block 6954 (District 11) – Request for Adoption of **Final Mitigated Negative Declaration**. The 915 Cayuga Avenue Project would rezone the entire project site and establish land use controls for the project site through adoption of the Cayuga/Alemaný Special Use District (SUD). The Project includes demolition of the existing commercial building and new construction of a five-story-over-two-basement building (measuring approximately 115,4985 square feet) with 116 residential units, 50% of which are affordable below market rate units. The Project includes a dwelling unit mix consisting of 16 studios, 18 one-bedrooms, 70 two-bedrooms, and 12 three-bedroom units. The proposal includes 66 off-street parking spaces, three car-share parking spaces, 116 Class 1 bicycle parking spaces, and 18 Class 2 bicycle parking spaces.
Preliminary Recommendation: Adopt
- 15a. [2019-003571MAP](#) (V. FLORES: (415) 575-9173)
915 CAYUGA AVENUE PROJECT ZONING MAP AMENDMENTS [BF 190251] – between Ocean and Onondaga Avenues, Lots 011C and 039 in Assessor’s Block 6954 (District 11) – Request to Adopt a Recommendation of Approval of a **Zoning Map Amendment** introduced by Supervisor Safai to amend the Zoning Map to change the zoning district on Assessor’s Parcel Block No. 6954, Lot No. 039, from RH-1 (Residential, House District, One Family) and Excelsior Outer Mission Street Neighborhood Commercial District to Excelsior Outer Mission Street Neighborhood Commercial District; and to change the zoning district on Assessor’s Parcel Block No. 6954, Lot No. 011C, from RH-1 to Excelsior Outer Mission Street Neighborhood Commercial District; affirming the Planning Department’s determination under the California Environmental Quality Act; making findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1; and adopting findings of public necessity, convenience, and welfare under Planning Code, Section 302.
Preliminary Recommendation: Approve with Modifications
- 15b. [2016-013850PCAMAP](#) (V. FLORES: (415) 575-9173)
915 CAYUGA AVENUE PROJECT SPECIAL USE DISTRICT [BF 190250] – between Ocean and Onondaga Avenues, Lots 011C and 039 in Assessor’s Block 6954 (District 11) – Request to Adopt a Recommendation of Approval of **Planning Code and Zoning Map Amendments** introduced by Supervisor Safai to amend the Planning Code to establish the Cayuga/Alemaný Special Use District (SUD) for the property located at 915 Cayuga Avenue (Assessor’s Parcel Block No. 6954, Lot Nos. 039 and 011C); amending the Zoning Map to add the Cayuga /Alemaný SUD and to change the height limit on Assessor’s Parcel Block No. 6954, Lot Nos. 039 and 011C, to 65-X; affirming the Planning Department’s determination under the California Environmental Quality Act; making findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1; and adopting findings of public necessity, convenience, and welfare under Planning Code, Section 302.
Preliminary Recommendation: Approve with Modifications

- 15c. [2016-013850DVA](#) (V. FLORES: (415) 575-9173)
[915 CAYUGA AVENUE DEVELOPMENT AGREEMENT \[BF 190249\]](#) – between Ocean and Onondaga Avenues, Lots 011C and 039 in Assessor’s Block 6954 (District 11) – Request to Adopt a Recommendation of Approval of a **Development Agreement** between the City and County of San Francisco and SYTS Investments, LLC, for the development project at 915 Cayuga Avenue, with various public benefits including significantly more below market rate units than otherwise required; making findings under the California Environmental Quality Act and findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1(b); confirming compliance with or waiving certain provisions of Administrative Code, Chapters 14B and 56; and ratifying certain actions taken in connection therewith, as defined herein.
Preliminary Recommendation: Approve with Modifications
- 15d. [2016-013850CUA](#) (V. FLORES: (415) 575-9173)
[915 CAYUGA AVENUE](#) – between Ocean and Onondaga Avenues, Lots 011C and 039 in Assessor’s Block 6954 (District 11) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 303 and 249.63 to allow demolition of the existing commercial building and new construction of a five-story-over-two-basement building (measuring approximately 115,4985 square feet) with 116 residential units, 50% of which are affordable below market rate units. The Project includes a dwelling unit mix consisting of 16 studios, 18 one-bedrooms, 70 two-bedrooms, and 12 three-bedroom units. The proposal includes 66 off-street parking spaces, three car-share parking spaces, 116 Class 1 bicycle parking spaces, and 18 Class 2 bicycle parking spaces. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).
Preliminary Recommendation: Approve with Conditions
16. [2018-015554CUA](#) (G. PANTOJA: (415) 575-8741)
[95 NORDHOFF STREET](#) – between Stillings and Mangels Avenues, Lot 001 in Assessor’s Block 6763 (District 13) – Request a **Conditional Use Authorization** pursuant to Planning Code Sections 121 and 303 for the subdivision of an existing lot currently containing a single-family dwelling unit into four new lots, two which will be substandard lots, within a RH-1 (Residential House, One-Family) Zoning District and 40-X Height and Bulk District. The proposal will also individually develop two of the proposed four lots with a single-family dwelling unit, for a total of three single-family dwelling units, and alter the existing single-family dwelling unit. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).
Preliminary Recommendation: Approve with Conditions
- 17a. [2018-004711DNX](#) (S. ADINA: (415) 575-8722)
[555 - 575 MARKET STREET](#) – south side between 1st Street and 2nd Street; Lots 174 and 175 in Assessor’s Block 3708 (District 6) – Request for **Downtown Project Authorization** pursuant to Planning Code Section 309 to renovate the existing plaza between the buildings and a partial change of use from retail to office at the ground floor of 555 Market Street, within the C-3-O(SD) (Downtown-Office (Special Development)) Zoning District and 500-S Height and Bulk District. The proposal includes the reconfiguration of the ground floor of both buildings and a conversion of 3,359 square feet of retail use to office use at the ground floor of 555 Market Street. The proposal also involves extensive renovation of the plaza between the two buildings and the addition of a 962 square-foot retail structure in the plaza. This

action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).

Preliminary Recommendation: Approve with Conditions

- 17b. [2018-004711CUA](#) (S. ADINA: (415) 575-8722)
[555 - 575 MARKET STREET](#) – south side between 1st Street and 2nd Street; Lots 174 and 175 in Assessor’s Block 3708 (District 6) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 145.4, 210.2, and 303 to renovate the existing plaza between the buildings and a partial change of use from retail to office at the ground floor of 555 Market Street within the C-3-O(SD) (Downtown-Office (Special Development)) Zoning District and 500-S Height and Bulk District. The proposal includes the reconfiguration of the ground floor of both buildings and a conversion of 3,359 square feet of retail use to office use at the ground floor of 555 Market Street. The proposal also involves extensive renovation of the plaza between the two buildings and the addition of a 962 square-foot retail structure in the plaza.
Preliminary Recommendation: Approve with Conditions
18. [2018-012330CUA](#) (M. CHANDLER: (415) 575-9048)
[447 BROADWAY](#) – south side between Rowland Street and Nottingham Place; Lot 026 of Assessor’s Block 0163 (District 3) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 303 and 714, to establish a 4,000 square foot General Entertainment Use (dba Escape SF) at the ground floor of an existing vacant space most recently used for private parking within the Broadway NCD (Neighborhood Commercial District) Zoning District and 65-A-1 Height and Bulk District. This project was reviewed under the Community Business Priority Processing Program (CB3P). This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).
Preliminary Recommendation: Approve with Conditions
 (Continued from Regular hearing on March 7, 2019)

G. DISCRETIONARY REVIEW CALENDAR

The Commission Discretionary Review Hearing Procedures provide for presentations by staff; followed by the DR requestor team; followed by public comment opposed to the project; followed by the project sponsor team; followed by public comment in support of the project. Please be advised that the DR requestor and project sponsor teams include: the DR requestor and sponsor or their designee, lawyers, architects, engineers, expeditors, and/or other advisors.

19. [2018-007006DRP](#) (D. WINSLOW: (415) 575-9159)
[2000 GROVE STREET](#) – at the corner of Clayton; Lot 002D in Assessor’s Block 1189 (District 5) - Request for **Discretionary Review** of Building Permit Application No. 2018.0509.8704 for construction of an accessory dwelling unit at the ground floor garage area of a 4-story apartment building within a RM-1 (Residential-Mixed, Low Density) Zoning District and 40-X Height and Bulk District. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).
Preliminary Recommendation: Do Not Take Discretionary Review and Approve

20. [2017-010147DRP](#) (D. WINSLOW: (415) 575-9159)
1633 CABRILLO STREET – between 17th & 18th Avenues; Lot 044 in Assessor’s Block 1660 (District 1) - Request for **Discretionary Review** of Building Permit Application No. 2017.0720.2498 for new construction of a 4-story two-family house on a vacant lot within a RH-2 (Residential-House, Two Family) Zoning District and 40-X Height and Bulk District. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04](#)(h).
Preliminary Recommendation: Do Not Take Discretionary Review and Approve

ADJOURNMENT

Hearing Procedures

The Planning Commission holds public hearings regularly, on most Thursdays. The full hearing schedule for the calendar year and the Commission Rules & Regulations may be found online at: www.sfplanning.org.

Public Comments: Persons attending a hearing may comment on any scheduled item.

- ❖ When speaking before the Commission in City Hall, Room 400, please note the timer indicating how much time remains. Speakers will hear two alarms. The first soft sound indicates the speaker has 30 seconds remaining. The second louder sound indicates that the speaker's opportunity to address the Commission has ended.

Sound-Producing Devices Prohibited: The ringing of and use of mobile phones and other sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal of any person(s) responsible for the ringing or use of a mobile phone, pager, or other similar sound-producing electronic devices (*67A.1 Sunshine Ordinance: Prohibiting the use of cell phones, pagers and similar sound-producing electronic devices at and during public meetings*).

For most cases (CU's, PUD's, 309's, etc...) that are considered by the Planning Commission, after being introduced by the Commission Secretary, shall be considered by the Commission in the following order:

1. A thorough description of the issue(s) by the Director or a member of the staff.
2. A presentation of the proposal by the Project Sponsor(s) team (includes sponsor or their designee, lawyers, architects, engineers, expeditors, and/or other advisors) would be for a period not to exceed 10 minutes, unless a written request for extension not to exceed a total presentation time of 15 minutes is received at least 72 hours in advance of the hearing, through the Commission Secretary, and granted by the President or Chair.
3. A presentation of opposition to the proposal by organized opposition for a period not to exceed 10 minutes (or a period equal to that provided to the project sponsor team) with a minimum of three (3) speakers. The intent of the 10 min block of time provided to organized opposition is to reduce the number of overall speakers who are part of the organized opposition. The requestor should advise the group that the Commission would expect the organized presentation to represent their testimony, if granted. Organized opposition will be recognized only upon written application at least 72 hours in advance of the hearing, through the Commission Secretary, the President or Chair. Such application should identify the organization(s) and speakers.
4. **Public testimony from proponents of the proposal:** An individual may speak for a period not to exceed three (3) minutes.
5. **Public testimony from opponents of the proposal:** An individual may speak for a period not to exceed three (3) minutes.
6. Director's preliminary recommendation must be prepared in writing.
7. Action by the Commission on the matter before it.
8. In public hearings on Draft Environmental Impact Reports, all speakers will be limited to a period not to exceed three (3) minutes.
9. The President (or Acting Chair) may impose time limits on appearances by members of the public and may otherwise exercise his or her discretion on procedures for the conduct of public hearings.
10. Public comment portion of the hearing shall be closed and deliberation amongst the Commissioners shall be opened by the Chair;
11. A motion to approve; approve with conditions; approve with amendments and/or modifications; disapprove; or continue to another hearing date, if seconded, shall be voted on by the Commission.

Every Official Act taken by the Commission must be adopted by a majority vote of all members of the Commission, a minimum of four (4) votes. A failed motion results in the disapproval of the requested action, unless a subsequent motion is adopted. Any Procedural Matter, such as a continuance, may be adopted by a majority vote of members present, as long as the members present constitute a quorum (four (4) members of the Commission).

For Discretionary Review cases that are considered by the Planning Commission, after being introduced by the Commission Secretary, shall be considered by the Commission in the following order:

1. A thorough description of the issue by the Director or a member of the staff.
2. A presentation by the DR Requestor(s) team (includes Requestor(s) or their designee, lawyers, architects, engineers, expeditors, and/or other advisors) would be for a period not to exceed five (5) minutes for each requestor.
3. Testimony by members of the public in support of the DR would be up to three (3) minutes each.
4. A presentation by the Project Sponsor(s) team (includes Sponsor(s) or their designee, lawyers, architects, engineers, expeditors, and/or other advisors) would be for a period up to five (5) minutes, but could be extended for a period not to exceed 10 minutes if there are multiple DR requestors.
5. Testimony by members of the public in support of the project would be up to three (3) minutes each.
6. DR requestor(s) or their designees are given two (2) minutes for rebuttal.

7. Project sponsor(s) or their designees are given two (2) minutes for rebuttal.
8. The President (or Acting Chair) may impose time limits on appearances by members of the public and may otherwise exercise his or her discretion on procedures for the conduct of public hearings.

The Commission must Take DR in order to disapprove or modify a building permit application that is before them under Discretionary Review. A failed motion to Take DR results in a Project that is approved as proposed.

Hearing Materials

Advance Submissions: To allow Commissioners the opportunity to review material in advance of a hearing, materials must be received by the Planning Department eight (8) days prior to the scheduled public hearing. All submission packages must be delivered to 1650 Mission Street, Suite 400, by 5:00 p.m. and should include fifteen (15) hardcopies and a .pdf copy must be provided to the staff planner. Correspondence submitted to the Planning Commission after eight days in advance of a hearing must be received by the Commission Secretary no later than the close of business the day before a hearing for it to become a part of the public record for any public hearing.

Correspondence submitted to the Planning Commission on the same day, must be submitted at the hearing directly to the Planning Commission Secretary. Please provide ten (10) copies for distribution. Correspondence submitted in any other fashion on the same day may not become a part of the public record until the following hearing.

Correspondence sent directly to all members of the Commission, must include a copy to the Commission Secretary (commissions.secretary@sfgov.org) for it to become a part of the public record.

These submittal rules and deadlines shall be strictly enforced and no exceptions shall be made without a vote of the Commission.

Persons unable to attend a hearing may submit written comments regarding a scheduled item to: Planning Commission, 1650 Mission Street, Suite 400, San Francisco, CA 94103-2414. Written comments received by the close of the business day prior to the hearing will be brought to the attention of the Planning Commission and made part of the official record.

Appeals

The following is a summary of appeal rights associated with the various actions that may be taken at a Planning Commission hearing.

Case Type	Case Suffix	Appeal Period*	Appeal Body
Office Allocation	OFA (B)	15 calendar days	Board of Appeals**
Conditional Use Authorization and Planned Unit Development	CUA (C)	30 calendar days	Board of Supervisors
Building Permit Application (Discretionary Review)	DRP/DRM (D)	15 calendar days	Board of Appeals
EIR Certification	ENV (E)	30 calendar days	Board of Supervisors
Coastal Zone Permit	CTZ (P)	15 calendar days	Board of Appeals
Planning Code Amendments by Application	PCA (T)	30 calendar days	Board of Supervisors
Variance (Zoning Administrator action)	VAR (V)	10 calendar days	Board of Appeals
Large Project Authorization in Eastern Neighborhoods	LPA (X)	15 calendar days	Board of Appeals
Permit Review in C-3 Districts, Downtown Residential Districts	DNX (X)	15-calendar days	Board of Appeals
Zoning Map Change by Application	MAP (Z)	30 calendar days	Board of Supervisors

* Appeals of Planning Commission decisions on Building Permit Applications (Discretionary Review) must be made within 15 days of the date the building permit is issued/denied by the Department of Building Inspection (not from the date of the Planning Commission hearing). Appeals of Zoning Administrator decisions on Variances must be made within 10 days from the issuance of the decision letter.

**An appeal of a Certificate of Appropriateness or Permit to Alter/Demolish may be made to the Board of Supervisors if the project requires Board of Supervisors approval or if the project is associated with a Conditional Use Authorization appeal. An appeal of an Office Allocation may be made to the Board of Supervisors if the project requires a Conditional Use Authorization.

For more information regarding the Board of Appeals process, please contact the Board of Appeals at (415) 575-6880. For more information regarding the Board of Supervisors process, please contact the Clerk of the Board of Supervisors at (415) 554-5184 or board.of.supervisors@sfgov.org.

An appeal of the approval (or denial) of a **100% Affordable Housing Bonus Program application** may be made to the **Board of Supervisors within 30 calendar days** after the date of action by the Planning Commission pursuant to the provisions of Sections 328(g)(5) and 308.1(b). Appeals must be submitted in person at the Board's office at 1 Dr. Carlton B. Goodlett Place, Room 244. For further information about appeals to the Board of Supervisors, including current fees, contact the Clerk of the Board of Supervisors at (415) 554-5184.

An appeal of the approval (or denial) of a **building permit application** issued (or denied) pursuant to a 100% Affordable Housing Bonus Program application by the Planning Commission or the Board of Supervisors may be made to the **Board of Appeals within 15 calendar days** after the building permit is issued (or denied) by the Director of the Department of Building Inspection. Appeals must be submitted in person at the Board's office at 1650 Mission Street, 3rd Floor, Room 304. For further information about appeals to the Board of Appeals, including current fees, contact the Board of Appeals at (415) 575-6880.

Challenges

Pursuant to Government Code Section 65009, if you challenge, in court, (1) the adoption or amendment of a general plan, (2) the adoption or amendment of a zoning ordinance, (3) the adoption or amendment of any regulation attached to a specific plan, (4) the adoption, amendment or modification of a development agreement, or (5) the approval of a variance, conditional-use authorization, or any permit, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Commission, at, or prior to, the public hearing.

CEQA Appeal Rights under Chapter 31 of the San Francisco Administrative Code

If the Commission's action on a project constitutes the Approval Action for that project (as defined in S.F. Administrative Code Chapter 31, as amended, Board of Supervisors Ordinance Number 161-13), then the CEQA determination prepared in support of that Approval Action is thereafter subject to appeal within the time frame specified in S.F. Administrative Code Section 31.16. This appeal is separate from and in addition to an appeal of an action on a project. Typically, an appeal must be filed within 30 calendar days of the Approval Action for a project that has received an exemption or negative declaration pursuant to CEQA. For information on filing an appeal under Chapter 31, contact the Clerk of the Board of Supervisors at City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102, or call (415) 554-5184. If the Department's Environmental Review Officer has deemed a project to be exempt from further environmental review, an exemption determination has been prepared and can be obtained on-line at <http://www.sf-planning.org/index.aspx?page=3447>. 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.

Protest of Fee or Exaction

You may protest any fee or exaction subject to Government Code Section 66000 imposed as a condition of approval in accordance with Government Code Section 66020. The protest must satisfy the requirements of Government Code Section 66020(a) and must be filed within 90 days of the date of the first approval or conditional approval of the development referencing the challenged fee or exaction. For purposes of Government Code Section 66020, the date of imposition of the fee shall be the date of the earliest discretionary approval by the City of the subject development.

The Planning Commission's approval or conditional approval of the development subject to the challenged fee or exaction as expressed in its Motion, Resolution, or Discretionary Review Action or the Zoning Administrator's Variance Decision Letter will serve as Notice that the 90-day protest period under Government Code Section 66020 has begun.