

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, September 19, 2019
1:00 p.m.
Regular Meeting

Commissioners:

Myrna Melgar, President
Joel Koppel, Vice President
Frank Fung, 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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Accessible Meeting Information

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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: Frank Fung, 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. 2018-002060CUA (J. HORN: (415) 575-6925)
258 NOE STREET – west side of Noe Street between Beaver and 16th Streets; Lot 009 of Assessor’s Block 3561 (District 8) – Request for a **Conditional Use Authorization** pursuant to Planning Code Sections 202.2, 303, and 764 to establish a cannabis retail use (dba “The Flore Store”) in an existing 798.5 square foot ground floor retail space within an Upper Market Neighborhood Commercial Transit (NCT) 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 October 24, 2019)

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

2. [2019-007313CND](#) (A. WESTHOFF: (415) 575-9120)
31-37 CAMP STREET – south side of Camp Street between Guerrero and Albion Streets; Lot 049 in Assessor’s Block 3568 (District 8) – Request for a **Condominium Conversion Subdivision** to convert a three-story, six-unit building into residential condominiums within a RTO-M (Residential, Transit Oriented-Mission) Zoning District and 45-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
3. [2018-013320DRP](#) (D. WINSLOW: (415) 575-9159)
1520 DIAMOND STREET – between Duncan and 28th Streets; Lot 036 in Assessor’s Block 6605 (District 8) – Request for **Discretionary Review** of Building Permit Application No. 2018.0927.1596, proposing construction of a 3rd-story vertical addition and horizontal rear addition and façade alterations to an existing one-family dwelling within a 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: Take Discretionary Review and Approve as Modified

C. COMMISSION MATTERS

4. Consideration of Adoption:
 - [Draft Minutes for September 5, 2019](#)
5. 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.
6. Planning Director Desired Qualifications

D. DEPARTMENT MATTERS

7. Director's Announcements
8. 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.

9. [2019-003627PCA](#) (M. SNYDER: (415) 575-6891)
SOUTH OF MARKET PLANNING COMMUNITY ADVISORY COMMITTEE – **Planning and Administrative Code Amendments** related to the creation of the South of Market Planning Community Advisory Committee and changes to the Eastern Neighborhoods Citizen Advisory Committee and the South of Market Stabilization Fund Community Advisory Committee [Board File 181215]. Ordinance introduced by Supervisor Haney to create the South of Market Planning Community Advisory Committee to advise City officials and agencies on implementation of the Central SoMa Plan, Western SoMa Area Plan, and the East SoMa Area Plan, to revise the membership and duties of the SoMa Community Stabilization Fund Community Advisory Committee, and the Eastern Neighborhoods

Citizens Advisory Committee, making findings of consistency with the General Plan, and the eight priority policies of the Planning Code, Section 101.1; and making findings of public necessity, convenience, and welfare under Planning Code, Section 302.

Preliminary Recommendation: Approve

10. [2019-011975PCA](#) (D. SANCHEZ: (415) 575-9082)
JOBS HOUSING LINKAGE FEE – Planning Code Amendment introduced by Supervisor Haney to update the Jobs Housing Linkage Fee; 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 July 25, 2019)
11. [2017-003559ENV](#) (J. POLING: (415) 575-9072)
3700 CALIFORNIA STREET – the project site is the former CPMC California campus, comprising the full block bounded by California, Cherry, Maple, and Sacramento Streets, and portions of the adjacent blocks to the east and west, (Assessors Block 1015, Lots 001, 052, and 053; Block 1016, Lots 001–009; and Block 1017, Lots 027 and 028) – Public Hearing on the **Draft Environmental Impact Report**. The proposed project would demolish five of the six existing hospital buildings on the project site; renovate a portion of the Marshal Hale hospital building at 3698 California Street for residential use; retain and renovate an existing nine-unit residential building at 401 Cherry Street; and construct 31 new residential buildings. The proposed 273 dwelling units would include 14 single-family homes and 19 multi-family residential buildings on three blocks, with buildings ranging from three to seven stories (36 to 80 feet). A total of 416 vehicle parking spaces and 424 bicycle parking spaces would be provided. The project site is located in a RH-2 (Residential, House – Two Family) and RM-2 (Residential, Mixed – Moderate Density) Zoning Districts and 80-E and 40-X Height and Bulk Districts.
NOTE: Written comments will be accepted at the Planning Department until 5:00 p.m. on September 24, 2019.
Preliminary Recommendation: Review and Comment
(Continued from Regular hearing on July 11, 2019)
12. [2014.0926DNX](#) (A. PERRY: (415) 558-6350)
1270 MISSION STREET – north side of Mission Street and west side of Laskie Street; Lots 020 and 021 in Assessor’s Block 3701 (District 6) – **Informational Presentation** regarding changes to the project approved pursuant to Planning Commission Motion No. 19768. The modified project includes 321 units, an increase of 22 units from the approved project, and would be required to provide on-site affordable units at a rate of 25 percent, for a total of 80 affordable units.
Preliminary Recommendation: None – Informational
13. [2017-002136CUA](#) (M. CHRISTENSEN: (415) 575-8742)
340 TOWNSEND STREET – on a through lot between Townsend and Bluxome Streets, between 4th and 5th Streets; Lot 014B of Assessor’s Block 3786 (District 6) – Request for a **Conditional Use Authorization** pursuant to Planning Code Sections 303 and 848 to convert an existing 183 parking space parking garage, currently used as accessory parking to the

office uses at the site, to a public parking garage. The site is within a CMUO (Central SoMa Mixed Use Office) Zoning District, Central SoMa Special Use District, and 130-CS 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

- 14a. [2016-001794SHD](#) (N. FOSTER: (415) 575-9167)
95 HAWTHORNE STREET – east side of Hawthorne Street between Folsom and Howard Streets; Lot 012 in Assessor’s Block 3735 (District 6) – Request for adoption of **Shadow Findings** that Project shadows would not adversely affect use of public open space at Guy Place Park, a park under the jurisdiction of or designated for acquisition by the Recreation and Park Commission (Planning Code Section 295). The Project proposes to demolish the existing five-story office building and construction of a new 42-story residential building reaching a height of 443’-9” tall (462’-3” including rooftop mechanical equipment) with approximately 3,500 square feet of ground-floor retail. The Project would contain a mix of 199 one-bedroom units, 144 two-bedroom units, and 49 three-bedroom units totaling 392 dwelling units, with just over 18 percent of the total units (55 dwelling units) provided as affordable (Below Market Rate). The Project would provide 107 off-street vehicle parking spaces, 4 car-share spaces, and 3 freight loading spaces within a below-grade garage in addition to 184 Class 1 and 24 Class 2 bicycle parking spaces. The Project is utilizing the Individually-Requested State Density Bonus Program to achieve a density bonus thereby maximizing residential density on the Site. The subject property is located within a C-3-O(SD) Zoning District and 320-I Height and Bulk District.
Preliminary Recommendation: Adopt Findings
(Continued from Regular hearing on June 27, 2019)
- 14b. [2016-001794DNX](#) (N. FOSTER: (415) 575-9167)
95 HAWTHORNE STREET – east side of Hawthorne Street between Folsom and Howard Streets; Lot 012 in Assessor’s Block 3735 (District 6) – Request for a **Downtown Project Authorization**, pursuant to Planning Code Sections 210.2 and 309 to allow a project greater than 50,000 square feet of floor area within the C-3 Zoning District. The Project is utilizing the Individually-Requested State Density Bonus Program to achieve a density bonus thereby maximizing residential density on the Site and includes waivers from: 1) Setbacks and Streetwall Articulation (Section 132.1(c)(1)); 2) Rear Yard (Section 134); 3) Common and Private Useable Open Space (Section 135); 4) Dwelling Unit Exposure (Section 140); 5) Height (Section 250); and 6) Ground-Level Wind Current (Section 148). The Project proposes to demolish the existing five-story office building and construction of a new 42-story residential building reaching a height of 443’-9” tall (462’-3” including rooftop mechanical equipment) with approximately 3,500 square feet of ground-floor retail. The Project would contain a mix of 199 one-bedroom units, 144 two-bedroom units, and 49 three-bedroom units totaling 392 dwelling units, with just over 18 percent of the total units (55 dwelling units) provided as affordable (Below Market Rate). The Project would provide 107 off-street vehicle parking spaces, 4 car-share spaces, and 3 freight loading spaces within a below-grade garage in addition to 184 Class 1 and 24 Class 2 bicycle parking spaces. The subject property is located within a C-3-O(SD) Zoning District and 320-I 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
(Continued from Regular hearing on June 27, 2019)

- 15a. [2017-000263CUA](#) (S. YOUNG: (415) 558-6346)
20 - 22 CHURCH STREET – west side between Hermann Street and Duboce Avenue; Lot 009 in Assessor’s Block 0874 (District 8) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 303 and 209.4 for Residential Density to add two new residential units to the existing two-story, two-unit residential building located on the front of the lot by constructing a one-story vertical addition and excavating a portion of the basement floor. The proposal will allow for an increase from 4 residential units to 6 residential units on the approximately 1,990 square foot lot. An existing two-story, two-unit residential building (a legal noncomplying structure) is located at the rear of the lot. The front and rear buildings are separated by an inner court yard area. The project site is located within a Residential Transit Oriented District (RTO) 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
- 15b. [2017-000263VAR](#) (S. YOUNG: (415) 558-6346)
20 - 22 CHURCH STREET – west side between Hermann Street and Duboce Avenue; Lot 009 in Assessor’s Block 0874 (District 8) – Request for **Variance** from the Planning Code for the rear yard, open space, and dwelling unit exposure requirements pursuant to Planning Code Sections 134, 135, and 140. The project site is located within a Residential Transit Oriented District (RTO) and 40-X Height and Bulk District.
- 16a. [2018-002602CUA](#) (N. TRAN: (415) 575-9174)
4118 21ST STREET – north side of 21st Street between Eureka and Diamond Streets; Lot 017 of Assessor’s Block 2750 (District 8) – Request for a **Conditional Use Authorization** pursuant to Planning Code Sections 303 and 317 to legalize the tantamount to demolition of a one-story dwelling unit and authorize the re-construction of the dwelling unit, within a RH-2 (Residential-House, Two Family) Zoning District and 40-X Height and Bulk District. The proposed re-construction would add a new third floor and changes to the facade. 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 August 29, 2019)
Note: On August 29, 2019, after hearing and closing public comment, continued September 19, 2019 with direction from the Commission by a vote of +6 -0 (Johnson absent).
- 16b. [2018-002602VAR](#) (N. TRAN: (415) 575-9174)
4118 21ST STREET – north side of 21st Street between Eureka and Diamond Streets, Lot 017 of Assessor’s Block 2750 (District 8) – Request for **Variances** from the Zoning Administrator to construct within the required front setback and rear yard. Planning Code Section 132 requires a front setback of 2 feet – 6 inches and construction is proposed to the front property line. Section 134 requires a rear yard of 43 feet – 11 inches (45% of the total lot depth) and the proposal provides only 32 feet – 9 inches. The property is legally non-complying as the existing structure encroached into the required front setback and rear yard. The subject property is located within a RH-2 (Residential-House, Two Family) Zoning District and 40-X Height and Bulk District.
(Continued from Regular hearing on August 29, 2019)

- 17a. [2018-009534CUA](#) (C. ALEXANDER: (415) 575-8724)
45 CULEBRA TERRACE – west side of Culebra Street; Lot 025 in Assessor’s Block 0500 (District 2) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 303 and 317 to demolish an existing single-family home and construct a new four-story 4,038 square-foot building with two dwelling units, one off-street parking space, and two Class I bicycle spaces within a RH-2 (Residential, 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: Approve with Conditions
 (Continued from Regular hearing on August 29, 2019)
Note: On June 6, 2019, after hearing and closing public comment, continued to July 18, 2019 by a vote of +5 -0 (Fung, Hillis absent).
On July 18, 2019, after hearing and closing Public Comment, continued to August 22, 2019 by a vote of +4 -2 (Johnson, Richards against; Hillis absent).
On August 22, 2019, without hearing, continued to August 29, 2019 by a vote of +5 -0 (Fung and Johnson absent).
On August 29, 2019, without hearing, continued to September 19, 2019 by a vote of +5 -0 (Richards and Johnson absent).
- 17b. [2018-009534VAR](#) (C. ALEXANDER: (415) 575-8724)
45 CULEBRA TERRACE – west side of Culebra Street; Lot 025 in Assessor’s Block 0500 (District 2) – Request for **Variance**, pursuant to Planning Code Sections 134 and 140. The project is to allow an encroachment of approximately two-feet two-inches into the required rear yard and a variance for exposure for both dwelling units. The subject property is located in a RH-2 (Residential, Two Family) Zoning District and 40-X Height and Bulk District.
 (Continued from Regular hearing on August 29, 2019)
18. [2019-004691CUA](#) (B. HICKS: (415) 575-9054)
1347 27TH AVENUE – west side of 27th Avenue between Irving Street and Judah Street; Lot 008 in Assessor’s Block 1782 (District 4) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 209.1, 303, and 317 to demolish an existing 2,760 square-foot, two-story single-family home and construct a new 5,355 gross square foot, four-story, two-family home within a RH-2 (Residential-House, Two Family) Zoning District 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

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.

- 19a. [2017-002545ENV](#) (J. POLING: (415) 575-9072)
2417 GREEN STREET –2,500-square-foot project site on the south side of Green Street between Pierce Street and Scott Street; Lot 028 of Assessor’s Block 0560 – **Appeal of Preliminary Negative Declaration** for the proposed expansion of an existing single-family home. The project would lower building floor plates by approximately two feet, construct one- and three-story horizontal rear additions, and construct third and fourth floor vertical additions above a portion of the existing building. The floor area would increase from approximately 4,118 square feet to approximately 5,115 square feet. A one-bedroom accessory dwelling unit measuring approximately 1,023 square feet would be added on the first floor. The project also proposes a partial excavation of the rear yard for a sunken terrace, façade alterations, interior modifications, and expansion of the existing basement level garage to accommodate one additional vehicle, for a total of two vehicle parking spaces. The project site is located in a RH-1 (Residential-House, One Family) Use District and 40-X Height and Bulk District.
Preliminary Recommendation: Uphold the Preliminary Mitigated Negative Declaration
- 19b. [2017-002545DRP-03](#) (C. MAY: (415) 575-9087)
2417 GREEN STREET – south side of Green Street, between Pierce and Scott Streets; Lot 028 in Assessor’s Block 0560 (District 2) – Request for **Discretionary Review** of Building Permit Application No. 2017.04.28.5244 proposing to construct one- and three-story horizontal rear additions, construct 3rd and 4th floor vertical additions, and lower all floor plates in the existing single-family dwelling by approximately two feet. The floor area would increase from approximately 4,118 square feet to approximately 5,115 square feet and would include a one-bedroom accessory dwelling unit measuring approximately 1,023 square feet on the first floor. The project also proposes the partial excavation of the rear yard for a sunken terrace, façade alterations, and interior modifications including the expansion of the existing basement level garage to accommodate another vehicle within a 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: Take Discretionary Review and Approve as Revised
(Continued from Regular hearing on July 11, 2019)
20. [2017-009203DRP-02](#) (D. WINSLOW: (415) 575-9159)
2880 VALLEJO STREET – between Baker and Broderick Streets; Lot 016 in Assessor’s Block 0955 (District 2) – Request for **Discretionary Review** of Building Permit Application No. 2017.0711.1550 for construction of a three-story horizontal rear addition to an existing single-family dwelling within a 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
21. [2018-012718DRP](#) (D. WINSLOW: (415) 575-9159)
1980 EDDY STREET – between Broderick and Divisadero Streets; Lot 015 in Assessor’s Block 1126 (District 5) – Request for **Discretionary Review** of Building Permit Application No. 2018.0816.7596 for construction of a three-story horizontal rear addition and conversion of ground floor storage to create a new dwelling to an existing two-family dwelling within a RM-3 (Residential-Mixed, Moderate 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

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.