

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, March 5, 2020
1:00 p.m.
Regular Meeting

Commissioners:

Joel Koppel, President

Kathrin Moore, Vice President

Sue Diamond, Frank Fung, Theresa Imperial,

Milicent Johnson, 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:

Live stream: <http://www.sfgovtv.org>

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

Re-broadcast, Fridays at 8:00 p.m., Cable Channel 26

Disability and language accommodations available upon request to:
commissions.secretary@sfgov.org or (415) 558-6309 at least 48 hours in advance.

Know Your Rights Under the Sunshine Ordinance

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.

For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at City Hall, 1 Dr. Carlton B. Goodlett Place, Room 409; phone (415) 554-7724; fax (415) 554-7854; or e-mail at sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Library and on the City's website at www.sfbos.org/sunshine.

Privacy Policy

Personal information that is provided in communications to the Planning Department is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted.

Members of the public are not required to provide personal identifying information when they communicate with the Planning Department and its commissions. All written or oral communications that members of the public submit to the Department regarding projects or hearings will be made available to all members of the public for inspection and copying. The Department does not redact any information from these submissions. This means that personal information including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Department and its commissions may appear on the Department's website or in other public documents that members of the public may inspect or copy.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign and Governmental Conduct Code Section 21.00-2.160] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; phone (415) 252-3100; fax (415) 252-3112; and online <http://www.sfgov.org/ethics>.

Accessible Meeting Information

Commission hearings are held in Room 400 at City Hall, 1 Dr. Carlton B. Goodlett Place in San Francisco. City Hall is open to the public Monday through Friday from 8:00 a.m. to 8:00 p.m. and is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. A wheelchair lift is available at the Polk Street entrance.

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.

Parking: Accessible parking is available at the Civic Center Underground Parking Garage (McAllister and Polk), and at the Performing Arts Parking Garage (Grove and Franklin). Accessible curbside parking spaces are located all around City Hall.

Disability Accommodations: To request assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas or other accommodations, please contact the Commission Secretary at (415) 558-6309, or commissions.secretary@sfgov.org at least 72 hours in advance of the hearing to help ensure availability.

Language Assistance: To request an interpreter for a specific item during the hearing, please contact the Commission Secretary at (415) 558-6309, or commissions.secretary@sfgov.org at least 48 hours in advance of the hearing.

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: Joel Koppel
 Vice-President: Kathrin Moore
 Commissioners: Sue Diamond, Frank Fung, Theresa Imperial,
 Milicent Johnson, 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. 2019-001455CUA (C. CAMPBELL: (415) 575-8732)
1750 WAWONA STREET – north side of Wawona Street between 25th and 30th Avenues, Lot 011 in Assessor's Block 2468 (District 4) – Request a **Conditional Use Authorization**, pursuant to Planning Code Sections 209.1, 303 and 317 to allow the tantamount to demolition of an existing two-story single-family dwelling and legalize work exceeded beyond the scope approved under permit 201707121692 to construct a horizontal addition within a RH-1 (Residential House, Single-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 February 6, 2020)
(Proposed for Continuance to April 16, 2020)

2. 2019-003900DRP (D. WINSLOW: (415) 575-9159)
1526 MASONIC AVENUE – between Upper Terrace and Java Street; Lot 039 in Assessor's Block 2616 (District 8) – Request for **Discretionary Review** of Building Permit Application No 2019.0605.2567 for construction of a one-story, 21' high, 735 square foot, artist cottage and dwelling unit at the rear of the property. The cottage will be located within the required rear yard and will require a variance. No exterior or interior alterations are proposed for the main house located at the front of the property 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: Take Discretionary Review and Approve with Modifications
 (Continued from Regular hearing on December 12, 2019)
Note: On January 23, 2020, after hearing and closing public comment, continued to March 5, 2020, with direction from the CPC by a vote of +6 -0 (Richards absent).
(Proposed for Continuance to April 23, 2020)

3. 2019-017837PRJ (K. WILBORN: (415) 575-9114)
1812-1816 GREEN STREET – northwest side of Green Street between Laguna and Octavia Streets; Lot 007 in Assessor's Block 0543 (District 2) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 303, 317, and 209.1 to merge a two-unit dwelling into a single-family residence 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: Disapprove
(Proposed for Indefinite Continuance)

4. 2015-004109CUA-02 (E. JARDINES: (415) 575-9144)
333 12TH STREET – north side of 12th Street between Folsom and Harrison Streets, Lots 022 and 055 in Assessor’s Block 3521 (District 6) – Request for a **Conditional Use Authorization**, pursuant to Planning Code Sections 303 and 844.23, for the project involving conversion of 200 dwelling units to student housing (with up to 618 beds). The project is proposing to convert the seven-story-over-basement (80-ft tall) residential building (measuring approximately 150,837 gross square feet) to student housing with 188 Class 1 bicycle parking spaces, and 15 Class 2 bicycle parking spaces. The subject property is located within the WMUG (Western SoMa Mixed-Use General) Zoning District, Western SoMa Special Use District, and 55-X and 55/65-X Height and Bulk Districts. The project is not a project under CEQA Guidelines Sections 15060(c) and 15378 because there is no direct or indirect physical change in the environment.
Preliminary Recommendation: Approve with Conditions
 (Continued from Regular hearing on February 13, 2020)
WITHDRAWN

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. [2019-015579CUA](#) (E. JARDINES: (415) 575-9144)
99 MISSOURI STREET – east side of Missouri Street and north of 17th Street; Lot 039 in Assessor’s Block 3950 (District 10) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 303 and 843.45 to establish a use size greater than 3,999 square feet (DBA Blu Dot) on the ground floor of the subject property. The project includes a change of use from an 8,050-square foot vacant retail space and a 5,000-square foot auto-body shop to a 13,050-square foot retail store and furniture showroom. The Project includes interior tenant improvements and limited exterior alterations. The existing surface parking lot would be reconfigured to provide 7 off-street parking spaces, 1 van space, and 2 service vehicles in the Urban Mixed Use (UMU) Zoning District and 48-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
6. [2019-022530CUA](#) (B. HICKS: (415) 575-9054)
2 WEST PORTAL AVENUE – northwest side of West Portal Avenue at the intersection of West Portal Avenue and Ulloa Street; Lots 001 and 002 in Assessor’s Block 2931 (District 7) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 303 and 729 to establish a health service use (dba One Medical) in an existing one-story, 4,725 square foot commercial storefront in the West Portal Avenue NCD (Neighborhood Commercial) Zoning District and 26-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

C. COMMISSION MATTERS

7. Consideration of Adoption:

- [Draft Minutes for February 20, 2020](#)

8. 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

9. Director's Announcements

10. 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.

11. (M. WHITEHOUSE/C. SILVA: (415) 575-9085)
49 SOUTH VAN NESS AVENUE – PERMIT CENTER PROJECT – **Informational Presentation** by the Permit Center Team on the 49 South Van Ness move and Permit Center Project.
Preliminary Recommendation: None – Informational

12. (T. SHEYNER: (415) 575-9127)
HAZARDOUS MATERIALS MANAGEMENT PROCEDURES – This **Informational Presentation** will provide an overview of how the department analyzes hazardous materials, specifically

subsurface soil, groundwater, and vapor contamination, as part of the environmental review process pursuant to the California Environmental Quality Act. The presentation will also cover the Department's coordination with the Department of Public Health regarding the Maher Program and sites on the Cortese list.

Preliminary Recommendation: None – Informational

- 13a. [2019-000013CUA](#) (C. CAMPBELL: (415) 575-8732)
552-554 HILL STREET – north side of Hill Street, between Noe and Castro Streets; Lot 065 in Assessor's Block 3622 (District 8) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 209.1, 303 and 317, to legalize the merger of two Residential Flats and the unauthorized removal and relocation of one dwelling unit to basement level within a RH-2 (residential- house, two family) Zoning District with 40-X Height and Bulk District. The proposed project would also legalize an unauthorized rear building and deck expansion. 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: Disapprove
- 13b. [2019-000013VAR](#) (C. CAMPBELL: (415) 575-8732)
552-554 HILL STREET – north side of Hill Street, between Noe and Castro Streets; Lot 065 in Assessor's Block 3622 (District 8) – Request for **Variance** from the Zoning Administrator to legalize the unauthorized removal and relocation of one dwelling unit to basement level, the horizontal building and deck expansion on an existing two-dwelling unit building. The existing building is non-conforming, and the unauthorized rear building and deck additions encroach approximately 11 feet 4 inches into the required rear yard and result in a rear yard of 28 feet 6 inches. Planning Code Section 134 requires the subject property to maintain a rear yard of 39 feet 10 Inches. Therefore, a rear yard variance is required. Planning Code Section 140 requires each dwelling unit to face on an open area meeting minimum dimensions. The relocated dwelling unit does not meet the minimum requirements. Therefore, an exposure variance is required. Planning Code Section 135 requires the subject project to provide 166 square feet of common usable open space for each dwelling unit. The relocated dwelling unit would not comply with the open space requirement. Therefore, an open space variance is required. The subject property is located within a RH-2 (Residential House, Two Family) Zoning District and 40-X Height and Bulk District.
14. [2018-012576CUA](#) (D. WEISSGLASS: (415) 575-9177)
1769 LOMBARD STREET – south side of Lombard Street between Laguna and Octavia Streets; Lot 027 in Assessor's Block 0506 (District 2) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 145.2, 303, and 712 to authorize an Outdoor Activity Area in conjunction with a Kennel Use (d.b.a. "The Grateful Dog") as well as a one-year review of Motion No. 20355, which authorized the Kennel Use, within a NC-3 (Neighborhood Commercial, Moderate Scale) Zoning District and 40-X Height and Bulk District. The Project is not a project under CEQA Guidelines Sections 15060(c) and 15378 because there is no direct or indirect physical change in the environment.
Preliminary Recommendation: Approve with Conditions
(Continued from Regular hearing on February 13, 2020)

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.

- 15a. [2018-002825DRP](#) (D. WINSLOW: (415) 575-9159)
780 KANSAS STREET – west side of Kansas Street between 19th and 20th Streets; Lot 013A in Assessor’s Block 4074 (District 10) – Request for **Discretionary Review** of Building Permit Application No. 2018.0221.1876 for construction of a vertical and horizontal addition to create a fourth-floor sunroom with a roof deck above; enlarge the existing three floors; create roof decks at the second and fourth floors; add a garage at the ground floor; and remodel and reconfigure the interior of the existing two units within a RM-1 (Residential-Mixed, Low Density) Zoning District and 40-X Height and Bulk District. The existing building is located within the required rear yard and the proposed addition would result in additional encroachment. 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
(Continued from Regular hearing on February 27, 2020)
- 15b. [2018-002825VAR](#) (D. WINSLOW: (415) 575-9159)
780 KANSAS STREET – west side of Kansas Street between 19th and 20th Streets, Lot 013A of Assessor’s Block 4074 (District 2) – Request for **Variance** from the Zoning Administrator to construct a vertical and horizontal addition on an existing two-dwelling unit building and to add a garage at the ground floor. The subject lot is irregularly shaped and is approximately 600 square feet smaller than the required minimum lot area of 2,500 square feet. The subject lot measures 25-feet wide and has an average lot depth of approximately 78 feet. The existing building is non-conforming in that it extends into the required rear yard and exceeds the permitted 12-foot projection and the proposed addition would result in additional encroachment (to 29 feet 7 inches to the rear property line). Planning Code Section 134 requires the subject property to maintain a rear yard of 36 feet 8 inches. Therefore, a rear yard variance is required. The subject property is located within a RM-1 (Residential-Mixed, Low Density) Zoning District and 40-X Height and Bulk District.
(Continued from Regular hearing on February 27, 2020)
16. [2019-013012DRP-02](#) (D. WINSLOW: (415) 575-9159)
621 11TH AVENUE – between Balboa and Cabrillo; 006 in Assessor’s Block 1633 (District 1) – Request for **Discretionary Review** of Building Permit 2019.0613.3354 for the construction of a two-story horizontal rear addition to the existing three-story 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
17. [2017-007931DRP-02](#) (D. WINSLOW: (415) 575-9159)
2630 DIVISADERO STREET – between Vallejo and Broadway; 003 in Assessor’s Block 0960 (District 2) – Request for **Discretionary Review** of Building Permit 2019.0613.3354 for the

demolition of an existing three-story, 4,924 square-foot single family dwelling and the new construction of a new three-story, 7,738 square-foot 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: Take Discretionary Review and Approve with Modifications

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.

Proposition F

Under Campaign and Governmental Conduct Code Section 1.127, no person or entity with a financial interest in a land use matter pending before the Board of Appeals, Board of Supervisors, Building Inspection Commission, Commission on Community Investment and Infrastructure, Historic Preservation Commission, Planning Commission, Port Commission, or the Treasure Island Development Authority Board of Directors, may make a campaign contribution to a member of the Board of Supervisors, the Mayor, the City Attorney, or a candidate for any of those offices, from the date the land use matter commenced until 12 months after the board or commission has made a final decision or any appeal to another City agency from that decision has been resolved. For more information about this restriction, visit sfethics.org.