

# SAN FRANCISCO HISTORIC PRESERVATION COMMISSION



**Wednesday, August 19, 2020  
12:30 p.m.  
Regular Meeting**

Commissioners:

Aaron Hyland, President  
Diane Matsuda, Vice President  
Kate Black, Chris Foley, Richard S.E. Johns,  
Jonathan Pearlman, Lydia So

Commission Secretary:

Jonas P. Ionin

**Hearing Materials are available at:**

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

Planning Department, 1650 Mission Street, 4<sup>th</sup> Floor, Suite 400  
Voice recorded Agenda only: (415) 558-6422

**Commission Hearing Broadcasts:**

Live stream: <https://www.sfgovtv.org/planning>

Disability and language accommodations available upon request to:  
[commissions.secretary@sfgov.org](mailto: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](mailto: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](http://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, sign language interpreters, readers, large print agendas or other accommodations, please contact the Commission Secretary at (415) 558-6309, or [commissions.secretary@fgov.org](mailto:commissions.secretary@fgov.org) at least 48 hours in advance of the hearing.

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@fgov.org](mailto:commissions.secretary@fgov.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 Preservación de Edificios y Lugares Históricos (Historic Preservation Commission). 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:** 歷史保護委員會議程。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 para sa Pangangalaga ng Kasaysayan (Historic Preservation Commission Agenda). 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 защите памятников истории. 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.

## Remote Access to Information and Participation

*In accordance with Governor Newsom's statewide order for all residents to Shelter-in-place - and the numerous preceding local and state proclamations, orders and supplemental directions - aggressive directives have been issued to slow down and reduce the spread of the COVID-19 virus.*

*On May 29, 2020, the Historic Preservation Commission was authorized to conduct their hearings remotely. Therefore, the Historic Preservation Commission meeting will be held via videoconferencing and allow for remote public comment. The Commission strongly encourages interested parties to submit their comments in writing, in advance of the hearing to [commissions.secretary@sfgov.org](mailto:commissions.secretary@sfgov.org). Visit the SFGovTV website ([www.sfgovtv.org](http://www.sfgovtv.org)) to stream the live meetings or watch on a local television station.*

*The public comment call-in line number is (415) 655-0001. You will also need an access code to join the meeting. The access code for this hearing is 146 058 2845. This information will also be provided on the Department's webpage [www.sfplanning.org](http://www.sfplanning.org) and during the live SFGovTV broadcast.*

*As the COVID-19 emergency progresses, please visit the Planning website regularly to be updated on the current situation as it affects the hearing process and the Historic Preservation Commission.*

### ROLL CALL:

President:	Aaron Hyland
Vice President:	Diane Matsuda
Commissioners:	Kate Black, Chris Foley, Richard S.E. Johns, Jonathan Pearlman, Lydia So

### A. 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.

The Brown Act forbids a commission from taking action or discussing any item not appearing on the posted agenda, including those items raised at public comment. In response to public comment, the commission is limited to:

- (1) responding to statements made or questions posed by members of the public; or
- (2) requesting staff to report back on a matter at a subsequent meeting; or
- (3) directing staff to place the item on a future agenda. (Government Code Section 54954.2(a))

### B. DEPARTMENT MATTERS

1. Director's Announcements

2. Review of Past Events at the Planning Commission, Staff Report and Announcements

### C. COMMISSION MATTERS

3. President's Report and Announcements
4. Consideration of Adoption:
  - [Draft Minutes for July 15, 2020](#)

Adoption of Commission Minutes – Charter Section 4.104 requires all commissioners to vote yes or no on all matters unless that commissioner is excused by a vote of the Commission. Commissioners may not be automatically excluded from a vote on the minutes because they did not attend the meeting.

5. Commission Comments & Questions
  - Disclosures.
  - 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 Historic Preservation Commission.

### D. 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.

6. [2018-009197COA](#) (S. FERGUSON: (628) 652-7354)  
1772 VALLEJO STREET – north side between Gough and Franklin streets. Assessor's Block 0552, Lot 029 (District 2) – Request for **Certificate of Appropriateness** for a three-story rear addition. The property is designated City Landmark No. 31 under Article 10 of the Planning Code. The property is zoned RH-2 (Residential-House, Two Family) District and 40-X Height and Bulk District.  
*Preliminary Recommendation: Approve*  
**Note: On May 6, 2020, after hearing and closing public comment; Continued to May 20, 2020 by a vote of +7 -0. On May 20, 2020, without hearing, continued to June 3, 2020. On June 3, 2020, without hearing, continued to June 17, 2020. On June 17, 2020, after hearing and closing public comment; Continued to July 1, 2020 by a vote of +6 -0 (Foley Disqualified). On July 1, 2020, without hearing; Continued to August 5, 2020. On July 15, 2020, after hearing and closing public comment; Continued to August 19, 2020 by a vote of +6 -0 (Johns absent).  
(Proposed for Continuance to September 2, 2020)**

## E. CONSENT CALENDAR

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Historic Preservation 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.

7. [2020-004998COA](#) (S. CISNEROS (628) 652-7363)  
35 ONONDAGA AVENUE – located on the south side of Onondaga Avenue between Alemany Boulevard and Mission Street, Lot 017 in Assessor’s Block 6959. Request for a **Certificate of Appropriateness** for a tenant improvement, and rehabilitation of existing interior and exterior features at the former Alemany Hospital to allow for a change in use to a new health and dental clinic. The subject property is part of Landmark No. 272 and is located within the Excelsior Outer Mission Street NCD (Neighborhood Commercial District) Zoning District and 40-X Height and Bulk District.  
*Preliminary Recommendation: Approve with Conditions*  
**Note: On August 5, 2020, without hearing; Continued to August 19, 2020.**

## F. REGULAR CALENDAR

- 8a. [2020-006843LBR](#) (K. WILBORN: (628) 652-7355)  
1663 MISSION STREET, SUITE 225 – Located on the east side of Mission Street between Plum and 12th Streets, Assessor’s Block 3514, Lot 030 (District 6). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Legal Assistance to the Elderly (LAE) has served San Francisco for 41 years. The Legacy Business Registry recognizes longstanding, community-serving businesses that are valuable cultural assets to the City. In addition, the City intends that the Registry be a tool for providing educational and promotional assistance to Legacy Businesses to encourage their continued viability and success. The subject business is within a NCT-3 (Moderate Scale Neighborhood Commercial Transit) Zoning District and 85-X Height and Bulk District.  
*Preliminary Recommendation: Adopt a Recommendation for Approval*
- 8b. [2020-006847LBR](#) (K. WILBORN: (628) 652-7355)  
1615 20th STREET – Located on the south side of 20<sup>th</sup> Street between Connecticut and Arkansas Streets, Assessor’s Block 4099, Lot 059 (District 10). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. San Francisco Natural Medicine has served San Francisco for 31 years. The Legacy Business Registry recognizes longstanding, community-serving businesses that are valuable cultural assets to the City. In addition, the City intends that the Registry be a tool for providing educational and promotional assistance to Legacy Businesses to encourage their continued viability and success. The subject business is within a NC-2 (Neighborhood Commercial, Small Scale) Zoning District and 40-X Height and Bulk District.  
*Preliminary Recommendation: Adopt a Recommendation for Approval*

- 8c. [2020-006871LBR](#) (K. WILBORN: (628) 652-7355)  
1330 25th STREET – Located on the north side of 25th Street between Iowa and Pennsylvania Streets, Assessor’s Block 4226, Lot 022 (District 10), and nine mobile locations. Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Annie’s Hot Dogs has served San Francisco for 37 years. The Legacy Business Registry recognizes longstanding, community-serving businesses that are valuable cultural assets to the City. In addition, the City intends that the Registry be a tool for providing educational and promotional assistance to Legacy Businesses to encourage their continued viability and success. The subject business is within a PDR-1-G (Production, Distribution, and Repair – 1- General) Zoning District and 40-X Height and Bulk District.  
*Preliminary Recommendation: Adopt a Recommendation for Approval*
- 8d. [2020-006872LBR](#) (K. WILBORN: (628) 652-7355)  
919 KEARNY STREET – Located on the west side of Kearny Street between Jackson Street and Pacific Avenue, Assessor’s Block 3514, Lot 030 (District 3). Consideration of adoption of a resolution recommending Small Business Commission approval of a Legacy Business Registry application. House of Nanking (HONK) has served San Francisco for 32 years. The Legacy Business Registry recognizes longstanding, community-serving businesses that are valuable cultural assets to the City. In addition, the City intends that the Registry be a tool for providing educational and promotional assistance to Legacy Businesses to encourage their continued viability and success. The subject business is within the CBB (Chinatown Community Business) Zoning District and 65-N Height and Bulk District.  
*Preliminary Recommendation: Adopt a Recommendation for Approval*
- 8e. [2020-006873LBR](#) (K. WILBORN: (628) 652-7355)  
376 FILLMORE STREET – Located on the east side of Fillmore Street between Page and Haight Streets, Assessor’s Block 0849, Lot 022A (District 5). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. JHW Locksmith has served San Francisco for 43 years. The Legacy Business Registry recognizes longstanding, community-serving businesses that are valuable cultural assets to the City. In addition, the City intends that the Registry be a tool for providing educational and promotional assistance to Legacy Businesses to encourage their continued viability and success. The subject business is within a RM-1 (Residential-Mixed, Low Density) Zoning District and 40-X Height and Bulk District.  
*Preliminary Recommendation: Adopt a Recommendation for Approval*
- 8f. [2020-006874LBR](#) (K. WILBORN: (628) 652-7355)  
718 GRANT AVENUE – Located on the east side of Grant Avenue between Sacramento and Commercial Streets and Haight Streets, Assessor’s Block 0226, Lot 018 (District 3). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. The Wok Shop has served San Francisco for 48 years. The Legacy Business Registry recognizes longstanding, community-serving businesses that are valuable cultural assets to the City. In addition, the City intends that the Registry be a tool for providing educational and promotional assistance to Legacy

Businesses to encourage their continued viability and success. The subject business is within the CVR (Chinatown-Visitor Retail) Zoning District and 50-N Height and Bulk District.  
*Preliminary Recommendation: Adopt a Recommendation for Approval*

- 9a. [2019-005728COA](#) (M. GIACOMUCCI: (628) 652-7414)  
945-947 MINNESOTA STREET – east side of Minnesota Street between 20th and 22nd streets, Lot 018 in Assessor's Block 4107 (District 10) - Request for a **Certificate of Appropriateness** pursuant to Planning Code Section 1006 to restore the front façade, reconstruct a two-story rear stair, infill a ground-floor open area under an existing rear addition, and construct visible decks at the third floor and roof levels on a contributing building within the Dogpatch Landmark District, RH-3 Zoning District, and 40-X Height and Bulk District.  
*Preliminary Recommendation: Approve with Conditions*
- 9b. [2019-005728VAR](#) (M. GIACOMUCCI: (628) 652-7414)  
945-947 MINNESOTA STREET – east side of Minnesota Street between 20th and 22nd streets, Lot 018 in Assessor's Block 4107 (District 10) - Request for a **Variance** from the rear yard requirement under Section 134 of the Planning Code to construct a rear stair, spiral stair, 3rd floor deck, and roof deck within the required rear yard. The subject property is located within the Dogpatch Landmark District, RH-3 Zoning District, and 40-X Height and Bulk District.
10. [2019-021832COA](#) (S. CISNEROS (628) 652-7363)  
300 BARTLETT STREET (3359 24<sup>TH</sup> STREET) – Located on the west side of Bartlett Street at the corner of 24th Street; Lot 001 in Assessor's Block 6515 (District 9) – Request for a **Certificate of Appropriateness** pursuant to Article 10 of the Planning Code, to construct a two-story-over-basement, L-shaped addition along the south and west facades of an existing two-story library (aka. Mission Branch Library, which is part of the San Francisco Public Library system), as well as, interior alterations to remove non-historic additions, construct a new main central stair way in the same location as the historic central stair, and restore the 24th Street entrance as the main entrance. In addition, the project will provide landscape and hardscape features at the east side. The subject property is Landmark No. 234. The subject property is located in a P (Public) Zoning District and 55-X Height and Bulk District.  
*Preliminary Recommendation: Approve with Conditions*
11. [2020-006641DES](#) (P. LAVALLEY: (628) 652-7372)  
"HISTORY OF MEDICINE IN CALIFORNIA" FRESCOES, 533 PARNASSUS AVENUE – Located on the walls of Toland Hall, an auditorium within UC Hall, on the south side of Parnassus Avenue at 3rd Avenue, Assessor's Block 2634A, Lot 011 (Districts 5 & 7). Consideration to Recommend to the Board of Supervisors **Landmark Designation** of the "History of Medicine in California" frescoes in the University of California, San Francisco (UCSF) Toland Hall as an individual Article 10 Landmark pursuant to Section 1004.2 of the Planning Code. The "History of Medicine in California" frescoes consist of ten panels (plus two descriptive panels) painted on the walls of Toland Hall auditorium by artist Bernard Zakheim between 1936 and 1938. On July 28, 2020, the Board of Supervisors (BoS) voted unanimously to approve a Resolution to initiate Landmark Designation of the "History of Medicine in

California” frescoes, and on July 31, 2020, Resolution No. 355-20 became effective (See BoS File No. 200677). The murals are significant for their association with the history of the Works Project Administration’s Federal Art Project; and as an excellent example of the work of master artist and muralist, Bernard Zakheim, that display distinctive characteristics of New Deal-era progressive mural artwork. The subject property is in a P (Public) Zoning District and 130-D Height and Bulk District.

*Preliminary Recommendation: Approval*

12. [2020-0050900TH](#) (J. CLEEMANN: (628) 652-7552)

UCSF COMPREHENSIVE PARNASSUS HEIGHTS PLAN – approximately 107-acre area of San Francisco within the Inner Sunset neighborhood. Multiple Assessor’s Blocks and Lots (Districts 5 and 7) – Review and Comment on the **Draft Environmental Impact Report**. The DEIR evaluates UCSF’s Comprehensive Parnassus Heights Plan (CPHP). The CPHP proposes to amend UCSF’s 2014 Long Range Development Plan (LRDP) in order to establish a long-term framework for development of the Parnassus Heights campus over the next 30 years. The CPHP would result in public space, infrastructure, and transportation improvements and would provide for the development of approximately 2.9 million gross square feet of new building space at the Parnassus Heights campus. Construction projects envisioned by the CPHP include, but are not limited to, a new arrival and circulation space connecting Irving Street and Parnassus Avenue (the Irving Street Arrival); a new Research and Academic Building (RAB) on the current site of UC Hall; the construction of a new hospital; a pedestrian bridge above and a tunnel below Parnassus Avenue; new student and staff housing buildings; new multi-use towers; a new hotel; a new childcare facility; and various infrastructure, transportation, and open space improvements. To accommodate these projects, the CPHP proposes demolishing a number of buildings, several of which are identified or presumed historic resources. The CPHP is envisioned to be completed by horizon year 2050; an “Initial Phase” of the plan—which includes construction of the new Irving Street Arrival, the RAB, and other projects—is anticipated to be completed by approximately 2030.

*Preliminary Recommendation: Review and Comment*

**Note:** The DEIR was prepared by the University of California, San Francisco. For the purposes of the California Environmental Quality Act, the Regents of the University of California is the lead agency and the San Francisco Planning Department is a responsible agency. Testimony received from the public at this hearing may assist the HPC in formulating their comments on the DEIR but is not considered public comment for the purposes of the DEIR public review process and will not be addressed in a Responses to Comments section prepared by the lead agency. For more information on how the public may formally submit oral and written comments on the content and adequacy of the DEIR, please see here: <https://www.ucsf.edu/cphp/community#eir>.

13. [2016-003351CWP](#) (C. FLORES: (628) 652-7439)

CENTERING PLANNING ON RACIAL AND SOCIAL EQUITY – Staff to provide an Informational Presentation on the following: (1) the Department’s current and proposed actions in response to the JULY 15, 2020 Resolution Centering Preservation Planning on Racial and Social Equity and (2) the Department’s recent progress on the Racial & Social Equity work, including: A) Phase I Action Plan implementation status and B) Phase II next steps. Phase I contains goals, objectives and specific actions the Department is undertaking to advance



racial and social equity in our internal functions. Phase II will focus on the external functions of the Department and will be submitted to the Office of Racial Equity. The Office of Racial Equity ordinance requires the Department to annually report on the action plan status, update the action plan every three years following adoption, and integrate the action plan within the Department's strategic plan.

*Preliminary Recommendation: None – Informational Presentation*

**Note: On August 5, 2020, without hearing; Continued to August 19, 2020.**

ADJOURNMENT

**Historic Liaison**

Jeff Joslin

[jeff.joslin@sfgov.org](mailto:jeff.joslin@sfgov.org)

(415) 575-9117

**Hearing Procedures**

The Historic Preservation Commission holds public hearings on the first and third Wednesday, of most months. The full hearing schedule for the calendar year and the Commission Rules & Regulations may be found online at: [www.sfplanning.org](http://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 that are considered by the Historic Preservation Commission, after being introduced by the Commission Secretary, shall be considered by the Commission in the following order:

1. Presentation by Staff;
2. Presentation by the Project Sponsor's Team (which includes: the sponsor, representative, legal counsel, architect, engineer, expeditor and/or any other advisor) for a period not to exceed ten (10) minutes, at the discretion of the Chair;
3. Public testimony from supporters of the Project not to exceed three (3) minutes, at the discretion of the Chair;
4. Presentation by Organized Opposition recognized by the Commission President through written request prior to the hearing for a period not to exceed ten (10) minutes, at the discretion of the Chair;
5. Public testimony from opponents of the Project not to exceed three (3) minutes, at the discretion of the Chair;
6. Staff follow-up and/or conclusions;
7. Public comment portion of the hearing shall be closed and deliberation amongst the Commissioners shall be opened by the Chair;
8. 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).

**Hearing Materials**

Each item on the Agenda may include the following documents:

- Planning Department Case Executive Summary
- Planning Department Case Report
- Draft Motion or Resolution with Findings and/or Conditions
- Public Correspondence

Materials submitted to the Historic Preservation Commission prior to a scheduled hearing will become part of the public record only when the materials are also provided to the Commission Secretary and/or Project Planner. Correspondence may be emailed directly to the Commission Secretary at: [commissions.secretary@sfgov.org](mailto:commissions.secretary@sfgov.org).

Persons unable to attend a hearing may submit written comments regarding a scheduled item to: Historic Preservation 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 Historic Preservation Commission and made part of the official record.

**Advance Submissions:** To allow Commissioners the opportunity to review material in advance of a hearing, materials must be received by the Planning Department reception 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) copies.

**Day-of Submissions:** Material related to a calendared item may be distributed at the hearing. Please provide ten (10) copies for distribution.

### **Appeals**

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

<b>Case Type</b>	<b>Case Suffix</b>	<b>Appeal Period*</b>	<b>Appeal Body</b>
Certificate of Appropriateness	COA (A)	30 calendar days	Board of Appeals**
CEQA Determination - EIR	ENV (E)	30 calendar days	Board of Supervisors
Permit to Alter/Demolish	PTA (H)	30 calendar days	Board of Appeals**

*\*\*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](mailto:board.of.supervisors@sfgov.org).

### **Challenges**

Pursuant to Government Code Section 65009, if you challenge, in court, the approval of (1) a Certificate of Appropriateness, (2) a Permit to Alter, (3) a Landmark or Historic District designation, 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 Historic Preservation Commission, at, or prior to, the public hearing.

### **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](http://sfethics.org).