

SAN FRANCISCO PLANNING COMMISSION



Notice of Hearing & Agenda

This Meeting will be held in:
Commission Chambers, Room 400
City Hall, 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Thursday, May 4, 2023

1:00 p.m.

Regular Meeting

Commissioners:

Rachael Tanner, President
Kathrin Moore, Vice-President
Derek Braun, Sue Diamond, Theresa Imperial,
Joel Koppel, Gabriella Ruiz

Commission Secretary:

Jonas P. Ionin

Hearing Materials are available at:

[Planning Commission Packet and Correspondence](#)

Commission Hearing Broadcasts:

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

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 (628) 652-7589 at least 48 hours in advance.

Ramaytush Ohlone Acknowledgement

The Planning Commission acknowledges that we are on the unceded ancestral homeland of the Ramaytush Ohlone, who are the original inhabitants of the San Francisco Peninsula. As the indigenous stewards of this land and in accordance with their traditions, the Ramaytush Ohlone have never ceded, lost, nor forgotten their responsibilities as the caretakers of this place, as well as for all peoples who reside in their traditional territory. As guests, we recognize that we benefit from living and working on their traditional homeland. We wish to pay our respects by acknowledging the Ancestors, Elders, and Relatives of the Ramaytush Ohlone community and by affirming their sovereign rights as First Peoples.

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.

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 (628) 652-7589, 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 (628) 652-7589, 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 (628) 652-7589. 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(628) 652-7589。請在聽證會舉行之前的至少48個小時提出要求。

FILIPINO: 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 (628) 652-7589. 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 (628) 652-7589. Запросы должны делаться минимум за 48 часов до начала слушания.

Instructions for Remote Public Comment	
<p>PHONE</p> <p>Phone number: +1 (415) 655-0001 Access Code: 2595 347 6734## <i>Note: the Access Code will change for each hearing.</i></p> <ol style="list-style-type: none"> 1. Call phone number, enter Access Code, then press ## (pound, pound) 2. When you hear "You are muted." Stop and listen 3. Wait for Public Comment to be announced (by Item Number or for General Public Comment) 4. To comment, press * 3 (star 3) to "raise your hand" 5. Once you raise your hand, you will hear the prompt: "You have raised your hand to ask a question. Please wait to speak until the host calls on you." 6. Wait for your turn to speak. 7. When you hear "you're unmuted" that is your indication to begin speaking. 	<p>ONLINE</p> <p>Link to WebEx Password: CPC2023 <i>Note: the link will change for each hearing.</i></p> <ol style="list-style-type: none"> 1. Click on above hyperlink "Link to WebEx" 2. Enter your First and Last name, plus email address 3. Enter Password and click ok 4. Stop and listen 5. Wait for Public Comment to be announced (by Item Number or for General Public Comment) 6. To comment click on "raise hand" icon 7. You will hear a beep and see the prompt "the host has unmuted you" - that is your indication to begin speaking.
IF YOU NO LONGER WANT TO COMMENT	
Press * 3 (star 3) to lower your hand	Click "raise hand" icon again
PUBLIC COMMENT	
<ul style="list-style-type: none"> • The Commission Secretary will indicate how much time you have to provide your comments – you will be alerted when you have 30 seconds remaining. • Once your public comment time have ended, you will be moved out of the speaker line and back to listening as a participant (unless you disconnect). • Participants who wish to speak on other items on the Agenda, or for other comment periods, may stay on the meeting line and listen for the Commission/Hearing Secretary's next prompt. 	

ROLL CALL:

President: Rachael Tanner
Vice-President: Kathrin Moore
Commissioners: Derek Braun, Sue Diamond, Theresa Imperial,
Joel Koppel, Gabriella Ruiz

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. 2022-010007CUA (R. SALGADO: (628) 652-7332)
345 SPEAR STREET – east side between Harrison and Folsom Streets; Lot 002 in Assessor's Block 3744 (District 6) – Request to modify the Child Care Condition of Approval (under Condition "C") for an existing **Conditional Use Authorization** approved by the Planning Commission on November 14, 1985, under Motion No. 10505, related to the Project's required on-site childcare center. The Project authorized under Motion No. 10501 included the adaptive reuse of the historic Hills Bros. building to office use and the construction of a new mixed-use building with office, residential, and retail space on the subject property. No physical modifications to the existing on-site childcare center are being sought in connection with this Conditional Use Authorization. The Project Site is within the RH DTR (Rincon Hill Downtown Residential) Zoning District and 105-X/84-X/85/200-R Height and Bulk Districts.
Preliminary Recommendation: Approve with Conditions
(Proposed for Continuance to June 15, 2023)

B. COMMISSION MATTERS

2. Land Acknowledgement
3. Consideration of Adoption:
 - [Draft Minutes for April 20, 2023](#)
4. 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.

C. DEPARTMENT MATTERS

5. Director's Announcements
6. Review of Past Events at the Board of Supervisors, Board of Appeals and Historic Preservation Commission

D. 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.

E. REGULAR CALENDAR

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

7. [2019-020031CUA](#) (K. DURANDET: (628) 652-7315)
[2861-2899 SAN BRUNO AVENUE \(AKA 90-98 WOOLSEY STREET\)](#) – east side between Woolsey and Wayland Streets; Lots 037 and 022 in Assessor’s Block 5457 (District 9) – Request for **Conditional Use Authorization** under Planning Code Sections 303 and 317 to address multiple Notices of Violation from the Planning Department and Department of Building Inspection by removing 20 dwelling units constructed without the benefit of a permit within five contiguous buildings on Lot 37 that are currently authorized for ground floor retail sales and service uses, second floor non-retail professional service uses, and a total of 10 dwelling units on the third and fourth floors (five flats per floor, across five buildings). The proposal also seeks to legalize the exceedance of construction and the de facto demolition and modification of original approval to allow 2nd floor non-retail professional services and two residential flats on the third and fourth floors of the building at 2861 San Bruno Avenue (Lot 22). This building was originally approved as ground floor commercial, and two residential townhouse units at the second, third and fourth floors. The proposal will restore the buildings to their original approved features, including various façade modifications. As proposed, the Project (inclusive of Lots 037 and 022) would result in 12 dwelling units within six contiguous, four-story buildings. The Project also includes twelve off-street accessory parking spaces, 12 Class 1, and three Class 2 bicycle parking spaces. Lastly, the Project also seeks to modify the method of inclusionary housing compliance, as described in Condition of Approval No. 10-15 from Motion No. 18782, changing from providing one on-site affordable housing unit to payment of the in-lieu fee. The Planning Department found that the project is exempt from the California Environmental Quality Act (CEQA). The Commission’s 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 April 27, 2023)

Note: On February 16, 2023, after hearing and closing public comment, continued to March 16, 2023, by a vote of +7-0. On March 16, 2023, after an update from staff and closing public comment, continued to April 27, 2023 by a vote of +6 -0 (Ruiz absent). On April 27, 2023, without a hearing, continued to May 4, 2023 by a vote of +6 -0 (Ruiz absent).

8. [2023-002633PCA](#) (V. FLORES: (628) 652-7525)
SMALL BUSINESS MONTH FEE WAIVERS INCLUDING FOR AWNING INSTALLATION [BF 230212] – **Planning, Building, Fire Codes Amendments** – an ordinance, sponsored by Supervisor Engardio, to amend the Planning, Building, and Fire Codes to codify the annual waiver of awning replacement fees and awning sign fees applied for during the month of May, to annually waive fees for new awning installations applied for during the month of May, and to indicate that the Planning Code, Building, and Fire Code waivers pertaining to pedestrian street lighting as well as awning replacement, awning installation, and awning sign fees are keyed to permit application in May rather than permit issuance in May; 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 making findings of public necessity, convenience, and welfare pursuant to Planning Code, Section 302.
Preliminary Recommendation: Approve with Modifications
- 9a. [2023-003165PCA](#) (L. LANGLOIS: (628) 652-7472)
COMMERCIAL TO RESIDENTIAL ADAPTIVE REUSE AND DOWNTOWN ECONOMIC REVITALIZATION [BF 230371] – **Planning and Building Code Amendments** – an ordinance, sponsored by Mayor Breed and Supervisor Peskin to amend the Planning Code to 1) facilitate residential uses Downtown by authorizing the conversion of non-residential uses to residential use in C (Commercial) Zoning Districts, and exempting such projects from requirements for rear yard, open space, streetscape improvements, dwelling unit exposure, bike parking, dwelling unit mix, and Intermediate Length Occupancy controls, permitting live work units in such project, streamlining administrative approvals for projects in the C-3 Zoning District, and modifying the dimensional limits on exemptions to height restrictions for mechanical equipment, elevator, stair, and mechanical penthouses; 2) economically revitalize Downtown by adding Flexible Workspace as a defined use, authorizing large scale retail uses in the C-3 Zoning District, allowing window displays in the C-3 Zoning District, allowing Flexible Workspace as an active ground floor commercial use along certain street frontages in C-3 Zoning Districts, allowing accessory storage in any C zoning district, allowing the temporary installation for 60 days of certain signs in the C-3-R District, allowing temporary non-residential uses in vacant spaces for up to one year, reducing density limits for Residential Dwelling Units and Senior Housing in the C-2 Zoning Districts east of or fronting Van Ness/South Van Ness Avenue and north of Townsend Street, principally permitting Laboratory, Life Science, Agricultural and Beverage Processing, and Animal Hospitals in C-2 Zoning Districts, principally permitting Senior Housing, Residential Care Facilities, Outdoor Entertainment, Open Recreation Areas, Animal Hospitals, and Trade Schools in the C-3 Zoning District, allowing formula retail as a ground floor use on Market Street, principally permitting office and design professional uses on the second floor and higher in the C-3-R Zoning District, and requiring consideration of office vacancy in consideration of granting exceptions in the Transit Center Commercial Special Use District; 3) streamline sign permitting citywide and in the C-3 Districts by allowing for the repair and rehabilitation of certain neon signs, and exempting existing business signs in the C-3 Zoning District from certain zoning controls; 4) streamline Historic Preservation review of administrative certificates of appropriateness, and minor permits to alter for awnings, and Qualifying Scopes of Work, as may be delegated by the Historic Preservation Commission; 5) provide alternatives to on-site open space in certain C-3 Districts by allowing for payment of an in lieu fee as an alternative to

providing open space; 6) facilitate residential adaptive reuse by amending the Building Code to add standards for adaptive reuse of non-residential buildings; and 7) principally permit formula retail and waive size limitations for such uses on a portion of Showplace Square Area (555 9th Street, Assessor's Parcel Block No. 3781, Lot 003); 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 making findings of public necessity, convenience, and welfare pursuant to Planning Code, Section 302.

Preliminary Recommendation: Approve with Modifications

- 9b. [2023-003166PCA](#) (A. MERLONE: (628) 652-7534)
DEVELOPMENT IMPACT FEES FOR COMMERCIAL TO RESIDENTIAL ADAPTIVE REUSE PROJECT [BF 230372] – **Planning Code Amendments** – an ordinance sponsored by Supervisors Dorsey and Safai to amend the Planning Code to exempt eligible Commercial to Residential Adaptive Reuse Projects from development impact fees in Article 4, with the exception of inclusionary housing requirements in Section 415; 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; and making findings of public necessity, convenience, and welfare pursuant to Planning Code, Section 302.
Preliminary Recommendation: Approve with Modifications
- 10a. [2014.1370PHA](#) (G. PANTOJA: (628) 652-7380)
PARK MERCED PHASE 1D (BLOCK 21S) PROJECT DESIGN OVERVIEW – **Informational Presentation** – Pursuant to Planning Code Section 249.64, proposed development within the Parkmerced Special Use District shall be presented to the Planning Commission in accordance with the Project's Development Agreement. Proposed buildings greater than 65 feet in height, new construction of more than 25,000 gross square feet, and a project with more than 150 linear feet or more of contiguous street frontage shall be presented to the Planning Commission for its review and comment prior to decision by the Planning Director. The listed application at 101 Font Boulevard (Block 21S) meets one or more of the listed criteria above.
Preliminary Recommendation: None – Informational
- 10b. [2014.1370PHA-03](#) (G. PANTOJA: (628) 652-7380)
PARK MERCED PHASE 1C (BLOCK 4) PROJECT DESIGN OVERVIEW – **Informational Presentation** – Pursuant to Planning Code Section 249.64, proposed development within the Parkmerced Special Use District shall be presented to the Planning Commission in accordance with the Project's Development Agreement. Proposed buildings greater than 65 feet in height, new construction of more than 25,000 gross square feet, and a project with more than 150 linear feet or more of contiguous street frontage shall be presented to the Planning Commission for its review and comment prior to decision by the Planning Director. The listed application at 600 Arballo Drive (Block 4) meets one or more of the listed criteria above.
Preliminary Recommendation: None – Informational
- 10c. [2014.1370PHA-02](#) (G. PANTOJA: (628) 652-7380)
PARK MERCED PHASE 1C (BLOCK 3W) PROJECT DESIGN OVERVIEW – Pursuant to Planning Code Section 249.64, proposed development within the Parkmerced Special Use District

shall be presented to the Planning Commission in accordance with the Project's Development Agreement. The listed design application at 345 Vidal Drive/99 Higuera Avenue (Block 3W) has been reviewed for conformance with the Parkmerced Design Standards and Guidelines document adopted by the Planning Commission and is requesting a **Major Modification** pursuant to Section 249.64(c)(2) from the Development Blocks and Easements, Standard 02.01.02 of the Design Standards and Guidelines.

Preliminary Recommendation: Approval of Design Review and Major Modification Request

11. [2021-007063CUA](#) (G. PANTOJA: (628) 652-7380)
0 ALEMANY BOULEVARD/TOMPKINS AVENUE – north side of Alemany Boulevard and Tompkins Avenue between Peralta Avenue; Lot 023 in Assessor's Block 5695 (District 9) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 211.2 and 303 to establish a Community Recycling Collection Center use (DBA "One Planet Recycling SF") within a Public (P) Zoning District and 40-X Height and Bulk District. The business is established at the adjacent properties and will utilize the subject lot to provide vehicular access and storage. The Planning Department found that the project is exempt from the California Environmental Quality Act (CEQA). The Commission's 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
- 12a. [2021-012645CUA](#) (G. GUNTHER: (628) 652-7607)
1596 POST STREET – north side between Laguna and Gough Streets; Lot 016 in Assessor's Block 0687 (District 5) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 155(r) and 303 to allow a new 10-foot curb-cut located on a Transit Preferential Street (Laguna Street) for vehicular access to a new private residential garage within a RM-4 (Residential- Mixed, High Density) Zoning District, Japantown Cultural District, and 50-X Height and Bulk District. The Planning Department found that the project is exempt from the California Environmental Quality Act (CEQA). The Commission's 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
- 12b. [2021-012645VAR](#) (G. GUNTHER: (628) 652-7607)
1596 POST STREET – north side between Laguna and Gough Streets; Lot 016 in Assessor's Block 0687 (District 5) – Request for **Variance** from Planning Code Section 134. Planning Code Section 134 requires the subject property to maintain a rear yard of 23 feet 9 inches. The proposed vertical addition at the third floor will encroach 13 feet 9 inches into the required rear yard. The project also proposes a 42-inch-tall solid parapet on a nonconforming portion of the existing building. Therefore, a variance is required. The Project Site is located within a RM-4 (Residential- Mixed, High Density) Zoning District, Japantown Cultural District, and 50-X Height and Bulk District.
13. [2022-004965CUA](#) (M. LAUSH: (628) 652-7339)
2490 SAN BRUNO AVENUE – west side between Silliman and Felton Streets; Lot 012 in Assessor's Block 5925 (District 9) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 202.2, 303, and 741 to establish an approximately 1,908 square-foot Cannabis Retail Use with no on-site consumption of cannabis products (d.b.a. "Portola Pipeline") within an existing vacant commercial space on the ground floor of a two-story

commercial building within the San Bruno Avenue NC (Neighborhood Commercial) Zoning District and 40-X Height and Bulk District. The Planning Department found that the project is exempt from the California Environmental Quality Act (CEQA). The Commission's 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

14. [2013.1535CUA](#) (C. GROB: (628) 652-7532)
450-474 O'FARRELL STREET – north side between Jones and Shannon Streets; Lots 007, 009, and 011 in Assessor's Block 0317 (District 6) – Request for **Conditional Use Authorization** pursuant to Planning Code Section 303 to amend the findings and Conditions of Approval of Planning Commission Motion No. 20281, adopted September 13, 2018, for Planned Unit Development and Conditional Use Authorization. The revised project scope includes demolition of the existing church at 450 O'Farrell (APN 0317/007) and the existing single-story commercial building at 474 O'Farrell (APN 0317/009) and construct a 17-story mixed use building with 261 dwelling units, 8,850 square feet of institutional use (d.b.a. Fifth Church of Christ Scientist), and 1,660 square feet of ground floor commercial space pursuant to the State Density Bonus Law (CA Govt. Code Section 65915) within a RC-4 (Residential Commercial, High Density) Zoning District and 80-130-T Height and Bulk District.

Preliminary Recommendation: Approve with Conditions

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 49 South Van Ness Ave, 14th Floor, 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, 49 South Van Ness Ave, 14th Floor, 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.

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>.