SAN FRANCISCO
HISTORIC PRESERVATION 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

Wednesday, December 2, 2026
12:30 p.m.
Regular Meeting

Commissioners
Diane Matsuda, President
Chris Foley, Vice President
Hans Baldauf, Dan Baroni, Eleanor Cox,
Gayle Tsern Strang, Robert Vergara

Commission Secretary
Jonas P. Ionin

Hearing Materials Are Available At
Historic Preservation Commission Packet and Correspondence

Commission Hearing Broadcasts
Live stream: https://sfgovtv.org/planning
Live, Wednesdays at 12:30 p.m., Cable Channel 78

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 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 or the San Francisco Library.

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 submitted to the Department regarding projects or hearings will be made available to the public – the Department does not redact any information from these submissions. Personal information including names, phone numbers, addresses and similar information that a member of the public submits to the Department and its commissions may appear online or in other public documents that members of the public may inspect or copy.

ACCESSIBLE MEETING INFORMATION

LOCATION: 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 (exit at Civic Center or Van Ness stations). MUNI bus routes serving the area are the 5, 5R, 6, 7, 9, 9R, 19 and 49. For information regarding MUNI accessible services call 311 within the city or (415) 701-2311 outside of San Francisco.

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 48 hours in advance of the hearing to help ensure availability.

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.

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.

ESPAÑOL: 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.

中文: 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 Pagpaplano. 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.

РУССКИЙ: 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.

Tiếng Việt: Lịch Họp của Ủy Ban. Để được hỗ trợ ngôn ngữ hoặc yêu cầu Thiết Bị Hỗ Trợ Nghe, vui lòng gọi số (628) 652-7589. Vui lòng gọi ít nhất 48 giờ trước phiên điều trần.

ROLL CALL

President:	Diane Matsuda
Vice President:	Chris Foley
Commissioners:	Hans Baldauf, Dan Baroni, Eleanor Cox, Gayle Tsern Strang, Robert Vergara

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

8. DEPARTMENT ANNOUNCEMENTS

C. COMMISSION MATTERS

9. CONSIDERATION OF ADOPTION:
   - Draft Minutes for November 4, 2026

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.

10. 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.

11. U.S. GRANT MONUMENT RESTORATION

12. 2027 HEARING SCHEDULE

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. 2026-005191DES (S. FERGUSON: (628) 652-7354)
OLD FIRST PRESBYTERIAN CHURCH (1751 SACRAMENTO STREET) – southwest corner of Van Ness Avenue and Sacramento Street; Lot 015 in Assessor's Block No. 0643 (District 3). Consideration to Recommend **Landmark Designation** of 1751 Sacramento Street, known as the "Old First Presbyterian Church," as an Article 10 Landmark pursuant to Section 1004.2 of the Planning Code. Initiation of this landmark designation was introduced by Supervisor Sauter and adopted by the Board of Supervisors on April 28, 2026 (See BoS File No. 260321). Old First

Presbyterian Church, designed by U.C. Berkeley architecture professor William Charles Hays in 1911, is significant for its Romanesque Revival brick architecture. Old First Presbyterian Church is located within a RC-4 (Residential-Commercial, High Density) Zoning District and 140/350-R-4 Height and Bulk District. The Planning Department determined that the project is exempt from the California Environmental Quality Act (CEQA). The Commission's action would rely on that determination, and the Board of Supervisor's approval of the Landmark Designation would constitute the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section 31.04(h).
Preliminary Recommendation: Recommend Landmark Designation to the Board of Supervisors
(Proposed for Continuance to March 17, 2027)

E. REGULAR CALENDAR

7a. 2026-009294LBR (Y. PALOMARES: (628) 652-7360)
1215 MICHIGAN STREET – northeast corner of 25th Street, Assessor's Block 4241, Lot 003 (District 10). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Sheedy Dryage Co. has served San Francisco for 105 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 & Repair-1-General) Zoning District and 40-X Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval
(Continued from Cancelled Hearing on November 18, 2026)

7b. 2026-009295LBR (Y. PALOMARES: (628) 652-7360)
426 CASTRO STREET – west side between Market Street and 18th Street. Assessor's Block 2647, Lot 002B (District 8). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Rossi's Deli has served San Francisco for 50 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 Castro Street NCD (Neighborhood Commercial District) Zoning District and 65//85-R-4 Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval
(Continued from Cancelled Hearing on November 18, 2026)

7c. 2026-009308LBR (K. ALCALA: (628) 652-7537)
3318 MISSION STREET – west side between 29th Street and Virginia Avenue, Assessor's Block 6635, Lot 003 (District 9). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Playa Azul has served San Francisco for 30 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 Mission Bernal NCD (Neighborhood Commercial District) Zoning District and 40-X Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval
(Continued from Cancelled Hearing on November 18, 2026)

7d. 2026-009315LBR (K. ALCALA: (628) 652-7537)
907 POST STREET – south side between Meacham Place and Hyde Street, Assessor's Block 0302, Lot 030 (District 3). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Kayo Books 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 RC-4 (Residential-

Commercial, High Density) Zoning District and 80-T Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval
(Continued from Cancelled Hearing on November 18, 2026)

7e. 2026-009314LBR (C. FLANEGIN: (628) 652-7361)
2279 MARKET STREET – south side between 16th and Sanchez Streets, Assessor's Block 3559, Lot 013A (District 8). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Photoworks has served San Francisco for 39 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 Upper Market NCT (Neighborhood Commercial Transit) Zoning District and 60//120-R-4 Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval
(Continued from Cancelled Hearing on November 18, 2026)

7f. 2026-009316LBR (C. FLANEGIN: (628) 652-7361)
1797 MARKET STREET – southwest corner of Elgin Park, Assessor's Block 3502, Lot 070 (District 8). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Grooves has served San Francisco for 30 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 an NCT-3 (Moderate Scale Neighborhood Commercial Transit District) Zoning District and 85//120-R-4 Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval
(Continued from Cancelled Hearing on November 18, 2026)

7g. 2026-009317LBR (K. YI: (628) 652-7367)
3295 22ND STREET – south side between Valencia and Bartlett Streets, Assessor's Block 3636, Lot 034 (District 9). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Esperpento Tapas Restaurant has served San Francisco for 34 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 Valencia Street NCT (Neighborhood Commercial Transit) Zoning District and 55-X Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval
(Continued from Cancelled Hearing on November 18, 2026)

7h. 2026-009318LBR (K. YI: (628) 652-7367)
2 MARINA BOULEVARD – north side between Van Ness Avenue and Laguna Street, Assessor's Block 0409, Lot 002 (District 2). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. BATS Improv has served San Francisco for 39 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 P (Public) Zoning District and Open Space (OS) and 40-X Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval
(Continued from Cancelled Hearing on November 18, 2026)

7i. 2026-009836LBR (M. DONG: (628) 652-7426)
1233 17TH STREET – south side between Missouri Street and Texas Street, Assessor's Block 3985 Lot 028 (District 10). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy**

Business Registry application. Bottom of the Hill has served San Francisco for 60 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 UMU (Urban Mixed Use) Zoning District and 48-X Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval

7j. 2026-009848LBR (M. DONG: (628) 652-7426)
1833 UNION STREET – south side between Laguna Street and Octavia Street, Assessor's Block 0543 Lot 031 (District 2). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Carats & Stones 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 Union Street NCD (Neighborhood Commercial District) Zoning District and 40//65-R-4 Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval

7k. 2026-009837LBR (W. MCCALLUM: (628) 652-7385)
1426 DONNER AVENUE – north side between Jennings Street and Ingalls Street, Assessor's Block 4882 Lot 004 (District 10). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Western Gravel has served San Francisco for 40 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-2 (PDR Production, Distribution, and Repair) Zoning District and 40-X Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval

7l. 2026-009838LBR (W. MCCALLUM: (628) 652-7385)
50 MENDELL STREET, UNIT 1 – west side between Cargo Way and Newhall Street, Assessor's Block 5203 Lot 046 (District 10). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Vasquez Coffee has served San Francisco for 34 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-2 (PDR Production, Distribution, and Repair) Zoning District and 63-J Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval

7m. 2026-009841LBR (L. BIHL: (628) 652-7498)
266 BUSH STREET – north side between Montgomery Street and Sansome Street, Assessor's Block 0268 Lot 008 (District 3). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Sweet Memory has served San Francisco for over 30 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 C-3-O (Downtown- Office) Zoning District and 350-S Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval

7n. 2026-009844LBR (L. BIHL: (628) 652-7498)
521 VALENCIA STREET – east side between 16th and 17th Streets, Assessor's Block 3569, Lot 047 (District 9) Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Muddy Waters Coffee & Lounge has served San Francisco for over 30 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 Valencia Street NCT (Neighborhood Commercial Transit) Zoning District and 55-X Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval

7o. 2026-009845LBR (E. JUVONEN (628) 652-7381)
2935 GEARY BOULEVARD – south side between Blake and Collins Streets, Assessor's Block 1090, Lot 027 (District 2). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. Lock World has served San Francisco for 35 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 Geary Boulevard NCD (Neighborhood Commercial District) and 70//140-R-4 Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval

7p. 2026-009847LBR (E. JUVONEN (628) 652-7381)
2166 PALOU AVENUE – north side between Industrial Street and Barneveld Ave, Assessor's Block 5587, Lot 004 (District 10). Consideration of adoption of a resolution recommending Small Business Commission approval of a **Legacy Business Registry** application. The Children's Book Project has served San Francisco for 35 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-2 (Production, Distribution, and Repair) Zoning District and 65-J Height and Bulk District.
Preliminary Recommendation: Adopt a Recommendation for Approval

13. 2021-011260COA-03 (M. TAYLOR: (628) 652-7352)
1942 SUTTER STREET – north side between Fillmore and Webster Streets; Lot 013 in Assessor's Block 0677 (District 5) – Request for **Certificate of Appropriateness** pursuant to Article 10 of the Planning Code and to abate violations and comply with enforcement case No. 021-01126ENF. The project scope includes replacing unpermitted metal clad windows with wood windows, restoring wood window trim, and restoring the approved portico entry. Legalization of work performed without permits including adding a sloped roof to a one-story addition, relocating some windows on the side elevation, installing metal-clad windows in select locations, and replacement of existing siding with new siding. Proposed work will include modification of select windows and addition of a fireplace louver. The building is located within Bush Street-Cottage Row Landmark District, a RM-3 (Residential- Mixed, Medium Density) 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
(Continued from Cancelled Hearing on November 18, 2026)

14. 2026-007136DES (C. FLANEGIN: (628) 652-7361)
SHEA-CAREW-TOLLES RESIDENCE (1657 8TH AVENUE) – west side between Lawton Street and Moraga Street; Lot 045 in Assessor's Block 1935 (District 7). Consideration of a community-sponsored **Landmark Designation** Nomination for an individual Article 10 Landmark pursuant to Section 1004.1(a) of the Planning Code. The Shea-Carew-Tolles Residence is a single-family home designed in 1926 by prolific Bay Area residential architect Harold G. Stoner. The property is an expressive example of Spanish Colonial Revival architecture within Windsor Terrace- a subdivision west of Twin Peaks hastened by increased real estate demand following the 1906 Earthquake and Fire. The Shea-Carew-Tolles Residence (1657 8th Avenue) is located within a RH-1 (Residential- House, One Family) Zoning District, Family and Senior Housing Opportunity Special Use District, and 40//40-R-4 Height and

Bulk District.
Preliminary Recommendation: Add property to the Landmark Designation Work Program

ADJOURNMENT

HEARING PROCEDURES

The Historic Preservation Commission holds public hearings regularly, 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 sfplanning.org.

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

- When speaking before the Commission, please note the time. 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 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, with 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).

APPEALS

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

Table 1- Case types and number of days in which to appeal.

Case Type	Case Suffix	Appeal Period	Appeal Body
Certificate of Appropriateness	COA (A)	30 calendar days	Board of Appeals *
CEQA Determination	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.

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 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 online. 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.

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. The San Francisco Ethics Commission has more information about this restriction.

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, by phone (415) 252-3100 or fax (415) 252-3112.