



# COMMERCIAL TO RESIDENTIAL ADAPTIVE REUSE PROJECTS

## INFORMATIONAL AND SUPPLEMENTAL APPLICATION PACKET

**ATTENTION: A Project Application or a Ministerial Housing Application must be completed and/or attached prior to submitting this Supplemental Application. See the [Project Application](#) or [Ministerial Project](#) for instructions.**

As part of the City's economic revitalization efforts, the City has adopted a number of regulatory and financial incentive programs to support the conversion of vacant and underutilized commercial buildings to residential uses, through both adaptive reuse of existing buildings and, in some cases, replacement of existing commercial buildings with new residential or mixed-use buildings. The Supplemental Application must be submitted for projects seeking to utilize any of these programs

For questions, you can call the Planning counter at 628.652.7300 or email [pic@sfgov.org](mailto:pic@sfgov.org) where planners are able to assist you.

**Español:** Si desea ayuda sobre cómo llenar esta solicitud en español, por favor llame al 628.652.7550. Tenga en cuenta que el Departamento de Planificación requerirá al menos un día hábil para responder.

**中文:** 如果您希望獲得使用中文填寫這份申請表的幫助, 請致電628.652.7550。請注意, 規劃部門需要至少一個工作日來回應。

**Filipino:** Kung gusto mo ng tulong sa pagkumpleto ng application na ito sa Filipino, paki tawagan ang 628.652.7550. Paki tandaan na mangangailangan ang Planning Department ng hindi kukulangin sa isang araw na pantrabaho para makasagot.

**Tiếng Việt:** Nếu quý vị muốn được hỗ trợ hoàn thành đơn này bằng tiếng Việt, vui lòng gọi 628.652.7550. Xin lưu ý rằng Sở Quy Hoạch cần ít nhất một ngày làm việc để phản hồi.

## WHAT IS COMMERCIAL TO RESIDENTIAL ADAPTIVE REUSE?

With high commercial vacancy rates and work-from-home trends, the City is seeking to increase the downtown residential population through the conversion or replacement of existing commercial buildings to provide additional housing. To support this goal, a set of regulatory and financial incentive programs have been put in place to make these projects more feasible. Commercial uses generally refer to all uses, including associated accessory uses, other than Residential uses as defined in the Planning Code. Depending on the specific program, projects may utilize these programs either for adaptive reuse of an existing building, or the demolition and construction of a new building that replaces Commercial with Residential use. Additional information on each program below is available in [Planning Director Bulletin 12](#). More information on other tools and incentives for adaptive reuse projects may be found in the [Downtown Adaptive Reuse Brochure](#) and on the [Planning Department website](#).

## WHAT ARE THE BENEFITS AVAILABLE FOR AN ADAPTIVE REUSE PROJECT?

Recent changes to state and local law have created incentives for adaptive reuse projects.

- **Adaptive Reuse Program.** Planning Code Section 210.5 was established in July 2023. This program waives Planning Code requirements and streamlines the permitting process for eligible adaptive reuse projects located in C-3 Zoning Districts and the C-2 Zoning Districts east of or fronting Franklin Street and north of Townsend Street.
- **Inclusionary Affordable Housing Program and Impact Fee Waivers.** Planning Code Section 406(j), established in March 2025, waives the inclusionary housing requirements and development impact fee requirements on up to 7 million square feet of eligible projects that convert existing commercial uses to residential use and are located in C-3 Zoning Districts and the C-2 Zoning District east of or fronting Franklin Street and north of Townsend Street.

- **Transfer Tax Waiver.** Business and Tax Regulations Code Section 1108.7 was established by Proposition C, passed in March 2024, to waive the City’s real estate transfer tax on the first transfer after conversion on up to 5 million square feet of eligible projects that convert existing commercial uses to residential use throughout the City.
- **Downtown Revitalization Financing District.** Pursuant to AB 2488 (Ting, 2024-25) San Francisco established a special financing district in the downtown area for eligible projects that convert existing commercial uses to residential use. Effective February 12, 2026, eligible projects may enroll in the district to receive an annual incentive distribution based on the property tax increment generated by the project for a period of 30 years to offset project development costs. The district is governed by a Board of Directors established under Administrative Code Article XLIX .

## FEES

After you submit your application, Planning calculates your fees based on your estimated construction cost. You must pay the full development application fee for your application to be complete. If Planning staff spend more time or materials than the initial fee covers, the Department charges extra fees based on time and materials. See the [Fee Schedule](#) for details.



# COMMERCIAL TO RESIDENTIAL ADAPTIVE REUSE PROJECTS

## SUPPLEMENTAL APPLICATION

### Property Information

Project Address:

Block/Lot(s):

### PROJECT INFORMATION

This supplemental application is being filed with a:

Project Application (PRJ)

Ministerial Application

**Commercial to Residential Adaptive Reuse Programs:** Check all that apply.

Adaptive Reuse Program Waivers (Planning Code Section 210.5)

Inclusionary Affordable Housing Fee and Impact Fee Waivers (Planning Code Section 406(j))

Transfer Tax Waiver (Business and Tax Regulations Code Section 1108.7)

Downtown Revitalization Financing District (AB 2488; Administrative Code Article XLIX)

If selected, you must also submit the Downtown Revitalization Financing District Labor Standards Affidavit

Please indicate the total Gross Floor Area that is proposed for conversion from Commercial to Residential.

Gross Floor Area is defined in Planning Code Section 102. Commercial use includes any use other than a Residential use, as defined in Planning Code Sec. 102. Commercial and Residential uses shall include any associated off-street parking or loading that serve the Commercial or Residential use.

\_\_\_\_\_ Gross Floor Area

# APPLICANT'S AFFIDAVIT

Under penalty of perjury the following declarations are made:

- a) The undersigned is the owner or authorized agent of the owner of this property.
- b) The information presented is true and correct to the best of my knowledge.
- c) Other information or applications may be required.
- d) I hereby authorize City and County of San Francisco Planning staff to conduct a site visit of this property as part of the City's review of this application, making all portions of the interior and exterior accessible through completion of construction and in response to the monitoring of any condition of approval.
- e) I attest that personally identifiable information (PII) - i.e. social security numbers, driver's license numbers, bank accounts - have not been provided as part of this application. Furthermore, where supplemental information is required by this application, PII has been redacted prior to submittal to the Planning Department. I understand that any information provided to the Planning Department becomes part of the public record and can be made available to the public for review and/or posted to Department websites.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Relationship to Project  
(i.e. Owner, Architect, etc.)

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

For Department Use Only  
Application received by Planning Department:

By: \_\_\_\_\_

Date: \_\_\_\_\_



## **DOWNTOWN REVITALIZATION FINANCING DISTRICT LABOR STANDARDS**

### **FOR AB 2488 PROJECTS (CA GOV. CODE SEC. 64250)**

This Project has applied to enroll to receive annual incentive distributions under the Downtown Revitalization Financing District program pursuant to CA Government Code Section 62450 ("Downtown Revitalization Law").

Under the Downtown Revitalization Law, all commercial-to-residential conversion projects that opt in to receive incremental tax revenue are subject to the following requirements:

1. All construction workers employed in the execution of the development will be paid at least the general prevailing rate of wages plus per diem wages pursuant to the Downtown Revitalization Law and San Francisco Labor and Employment Code Sections (LEC) 101, 103, 105-107.
2. Projects with 50 or more units and that are 85 feet in height or less must also comply with the labor standards of CA Govt. Code Section 65912.131, including apprenticeship program and healthcare expenditure requirements.
3. Projects that are over 85 feet in height must also comply with the skilled and trained workforce provisions of CA Govt. Code Section 65913.4(a)(8).

To ensure compliance with the applicable standards above, projects shall be subject to all of the following requirements:

1. All contracts will include language requiring compliance for all covered work with requirements to submit, maintain, and verify payroll records via the City's certified payroll reporting system pursuant to LEC 103.
2. All contracts will include language acknowledging the Office of Labor Standards Enforcement as the enforcement entity of all applicable terms above and requiring full cooperation with the Office of Labor Standards Enforcement. .
3. Projects shall not receive a Certificate of Completion from the Revitalization District unless the District has confirmed with the Office of Labor Standards Enforcement that there are no active investigations for the project.

### **Project Sponsor's Information**

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Name:

Address:

Email Address:

Telephone:

### **Property Information and Related Applications**

Project Address:

Block / Lot (s):

Building Permit Application No(s):

Planning Department  
Case No(s):

Planning Commission  
Motion No(s) (if applicable):

Estimated Residential Units:

Estimated SQFT Space (per land use):

Estimated Height / Floors:

Estimated Construction Cost:

Anticipated Start Date:

# AFFIDAVIT FOR PREVAILING WAGE AND APPRENTICESHIP

The Developer agrees to comply with the applicable labor requirements of the Downtown Revitalization Law, which will be made conditions of approval on a building or site permit:

## DECLARATION OF SPONSOR OF PRINCIPAL PROJECT

\_\_\_\_\_  
PRINT NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

\_\_\_\_\_  
EMAIL

\_\_\_\_\_  
PHONE

**I hereby declare that the information provided herein is accurate to the best of my knowledge.**

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED REPRESENTATIVE

\_\_\_\_\_  
DATE

**For Planning Department Staff Only:** Please email an electronic copy of the completed affidavit for Prevailing Wage and Apprenticeship Standards to OLSE’s Prevailing Wage Team at [prevailingwage@sfgov.org](mailto:prevailingwage@sfgov.org).

Office of Labor Standards Enforcement  
**Address:** 1 Dr. Carlton B. Goodlette Place, Room 430, San Francisco, CA 94102  
**Phone:** 415.554.6573

# PROJECT APPLICANT'S AFFIDAVIT

Under penalty of perjury the following declarations are made:

- a) The undersigned is the owner or authorized agent of the owner of this property.
- b) The information presented is true and correct to the best of my knowledge.
- c) Other information or applications may be required.
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Signature

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Name (Printed)

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Date

---

Relationship to Project  
(i.e. Owner, Architect, etc.)

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Phone

---

Email

For Department Use Only

Application received by Planning Department:

By: \_\_\_\_\_

Date: \_\_\_\_\_