



DOWNTOWN RESIDENTIAL PROJECT AUTHORIZATION (DNX) SECTION 309.1

INFORMATIONAL AND SUPPLEMENTAL APPLICATION PACKET

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

Pursuant to Planning Code Section 309.1, there are certain review criteria and exceptions that may be granted for projects located in the RH-DTR Districts. The first pages consist of instructions which should be read carefully before the application form is completed.

For questions, you can call the Planning counter at 628.652.7300 or email 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.

WHAT IS A DOWNTOWN RESIDENTIAL PROJECT AUTHORIZATION?

Planning Code Section 309.1 establishes a framework for review of construction or substantial alteration of structures in RH-DTR (Downtown Residential) Zoning Districts. Projects are reviewed for conformity with the Planning Code and the General Plan, and modifications may be imposed on various aspects of the project to achieve this conformity. These aspects include overall building form, impacts to public views, shadows and wind levels on sidewalks and open spaces, traffic circulation, relationship of the project to the streetscape, design of open space features, improvements to adjacent sidewalks (including street trees, landscaping, paving material, and street furniture), quality of residential units (if applicable), preservation of on-site and off-site historic resources, and minimizing significant adverse environmental effects. Through the Section 309.1 Review process, the project sponsor may also request exceptions from certain requirements of the Planning Code, if the applicable criteria can be satisfied.

WHEN IS A PLANNING CODE SECTION 309.1 APPLICATION NECESSARY?

Planning Code Section 309.1 applies to projects greater than 50,000 gsf or 85 feet in height in RH-DTR Zoning Districts.

Planning Commission Review - Section 309.1 Application Required: The Planning Commission will conduct a hearing to consider the following types of projects within RH-DTR Zoning Districts:

- Any project that will result in a project of more than 50,000 gross square feet.
- Any project that will result in a building greater than 85 feet in height.
- Any project that requests exceptions to specified provisions of the Planning Code.
- Projects that were administratively approved by Planning Department staff through a site or building permit, but were modified by the imposition of conditions. In such circumstances, an applicant may agree to the modifications and waive the right to a hearing.

HOW DOES THE PROCESS WORK?

Please review the instructions in this packet of information and ask PIC staff if you have any questions. Complete a Project Application, and this Supplemental Application, and follow the Submittal Instructions for Entitlements stated in the Project Application. A planner technician will review your application to ensure that it is complete. The application will then be assigned to a planner. The assigned planner will review the application against the San Francisco General Plan, the Planning Code, adopted design guidelines, and Planning Department policies and set a Planning Commission hearing date. The assigned planner will gather comments and concerns from the neighborhood during the notification period. Neighborhood support or opposition will be reflected in a staff report presented at the Planning Commission hearing complete with the Planning Department recommendation for approval or disapproval.

WHO MAY APPLY FOR A SECTION 309.1 APPLICATION?

A Section 309.1 approval is an entitlement that runs with the property; therefore, the property owner or a party designated as the owner's agent may submit a Section 309.1 Application. [A letter of agent authorization from the owner must be attached.]

FEES

Please refer to the [Planning Department Fee Schedule](#) available at www.sfplanning.org. For questions related to the Fee Schedule, you can call the Planning counter at 628.652.7300 or email pic@sfgov.org where planners are able to assist you.

Fees will be determined based on the estimated construction costs. Should the cost of staff time exceed the initial fee paid, an additional fee for time and materials may be billed upon completion of the hearing process or permit approval. Additional fees may also be collected for preparation and recordation of any documents with the San Francisco Assessor-Recorder's office and for monitoring compliance with any conditions of approval.



DOWNTOWN RESIDENTIAL PROJECT AUTHORIZATION (DNX)

SECTION 309.1

SUPPLEMENTAL APPLICATION

Property Information

Project Address:

Block/Lot(s):

Project Description:

DOWNTOWN RESIDENTIAL PROJECT AUTHORIZATION EXCEPTIONS

Pursuant to Planning Code Section 309.1, as a component of the review process under this Section 309.1, projects may seek specific exceptions to the provisions of this Code as provided for below:

- A. Exceptions to the tower separation requirements of Section 270(e), pursuant to the criteria described in Section 270(e)(3) and 270(e)(4), and 2701(e)(5).
- B. Provision for exceeding an accessory residential parking ratio principally permitted and up to the maximum permitted by Table 151.1.
- C. Exceptions to the lot coverage requirements of Section 825(b)(2) for conversions of existing non-residential structures to residential use.
- D. Reductions in the dwelling unit exposure requirements of Section 140.
- E. Allowing parking access from Folsom Street, pursuant to 827(a)(8)(A)(ii) and 155(r).
- F. Reduction of required on-site residential open space of 36 square feet per unit described in Section 827(a)(9) to create additional off-site publicly-accessible open space and superior building design.
- G. Design, location, and size of publicly-accessible open space as allowed by Section 827(a)(9) and equivalence of proposed publicly-accessible open space in size and quality with required on-site open space.
- H. Modifications to the required upper story setback above a height of 45 feet on the north side of mid-block pedestrian pathways as allowed in Section 827(a)(5)(C)(i).
- I. On development lots larger than ½-acre, minor deviations from the provisions for measurement of height in Sections 260 of the Code as otherwise provided in Section 304(d)(6), in cases where the Planning Commission finds that such minor measurement modification is necessary for a project of outstanding overall design, complementary to the design of the surrounding area, and necessary to meet the intent and policies of the relevant area plan of the General Plan.

Describe in detail the exception(s) being sought pursuant to this Section.
(Attach a separate sheet if more space is needed.)

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: _____