



# THE HOUSING CHOICE SAN FRANCISCO PROGRAM (HC-SF PROGRAM) SUPPLEMENTAL APPLICATION

## 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.**

The Housing Choice-San Francisco Program increases housing by allowing projects to build more homes through added flexibility and incentives, while still meeting local height and size limits.

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 THE HOUSING CHOICE-SAN FRANCISCO PROGRAM?

The Housing Choice-San Francisco Program (herein after referred to as “The HC-SF Program”) provides developers and property owners greater housing development capacity through increased flexibility, modified development standards, incentives, and the option to seek Major Modifications from the Planning Commission where projects do not otherwise meet the standards of Planning Code Section 206.10.

Similar to the State Density Bonus Law, The HC-SF Program allows housing development at greater capacity than otherwise permitted. However, The HC-SF Program operates within parameters, such as height and bulk controls, that must be compliant with local code standards, and it does not require the provision of on-site affordable housing in order to access the additional capacity.

## IS MY PROJECT ELIGIBLE FOR HOUSING CHOICE-SAN FRANCISCO PROGRAM?

Review [Director’s Bulletin No. 11](#) and Planning Code Section 206.10 for more detailed information on eligibility.

- **Geography:** Projects must be within the R-4 Height and Bulk District<sup>1</sup>
- **Type of Project:** Projects must consist of at least two units (Dwelling Units or Group Housing bedrooms and add at least one net new unit. Mixed-use projects must be comprised of at least 2/3 residential use. Projects involving conversions of existing buildings must be comprised of at least ½ residential use.

<sup>1</sup> Note that historic properties that are listed in Article 10 or 11 (except those identified as non-contributory to historic districts) are not included in the R-4 Height and Bulk District and are therefore ineligible.

- **Objective Standards:** Projects must meet all applicable Objective Standards<sup>2</sup>, including modified development standards and incentives provided under Planning Code Section 206.10, unless relief is sought through a Major Modification as described below.
- **Exclusions from Eligibility:** Projects that utilize State Density Bonus (SDB) or similar State or local programs that offer additional density, demolish at least one unit in a building that contains three or more rent controlled units, demolish or convert existing Hotel uses, demolish properties listed in Planning Code Article 10, Planning Code Article 11, The California Register of Historic Resource, and the National Register of Historic Places, or are within a Special Use District (SUD) that implements a Development Agreement (DA) are ineligible.

## WHAT ARE THE BENEFITS OF THE HOUSING CHOICE-SAN FRANCISCO PROGRAM?

Review [Director's Bulletin No. 11](#) and Planning Code Section 206.10 for more detailed information on eligibility.

- **Affordable Housing Requirement Flexibility:** HC-SF Projects that include 10 or more units must comply with the Inclusionary Affordable Housing Program requirements. In addition to the options allowed under the Inclusionary Program, HC-SF Projects may satisfy these obligations through the Land Dedication Alternative, regardless of the location of the project. Rental HC-SF projects with 24 units or fewer may also elect to construct units that are subject to the rent and price controls of the San Francisco Rent Stabilization and Arbitration Ordinance.
- **Height:** Projects are subject to the higher height limit of the R-4 Height and Bulk designation. Other height bonuses and allowances provided elsewhere in the Planning Code, including in The HC-SF Program, may also be available.
- **Form-Based Density:** Projects are subject to form-based density and are not limited by a ratio of number of dwelling units to lot area.
- **Modified Development Standards – General:** Projects under The HC-SF Program are subject to relaxed development standards in place of similar development standards found elsewhere in the Planning Code for: 19th Avenue front setbacks, rear yard / lot coverage, usable open space, dwelling unit exposure, non-residential use size limits, height limits for vertical non-habitable architectural elements, development of large lots in RTO-C Districts, and ground floor ceiling heights for projects within a 85-foot height designation.
- **Modified Development Standards – 100% Affordable Housing Projects:** 100% Affordable Housing under The HC-SF Program are subject to even further relaxed development standards for: ground floor ceiling heights for all height designation, active use requirements, curb cut restrictions, and height.
- **Modified Development Standards – 15% Deviation:** Outside of standards already listed in Planning Code Section 206.10, projects may modify quantitative standards by up to 15 percent of standards in the Planning Code or other Object Standards through The HC-SF Program.<sup>3</sup>
- **Incentives:** The HC-SF Program provides additional square footage and building envelope allowances in exchange for providing the following land uses or development features: Micro-Retail, Community Benefit Use, Warm Retail Shell-General, Warm Retail Shell-Food Service, Family Friendly Amenity, Two-, Three-, Four or More-Bedroom Units, Replacement of Commercial Space, Preservation of Historic Buildings, Preservation of Historic Storefronts.

<sup>2</sup> Objective Standards is defined in the Planning Code; the definition describes design standards that are not based on subjective judgement, including those in the Planning Code and any other adopted standards, including, but not limited to, the San Francisco Design Standards, and its component parts, the Citywide Design Standards and Preservation Design Standards.

<sup>3</sup> The following are standards are excluded from the 15% modification: (1) the Modified Development Standards listed above; (2) standards established after applying the additional development incentives under Section 206.10(e); (2) rear yard and lot coverage requirements; (3) maximum height limits; (4) maximum permitted accessory off-street parking amounts; (5) wind standards; (6) minimum density requirements; (7) Floor Area Ratio (FAR) limits; (8) standards provided in Section 1.7, "Compliance"; (9) standards and requirements provided in Article 3, "Zoning Procedures"; (10) requirements under Section 3.5, "Fees"; (11) satisfaction of Development Impact Fees provided in Article 4; (12) standards regarding Historic Landmarks and Structures provided in Articles 10 and 11. (13) Average maximum floor plate to towers as limited by Section 270(i).

## **IF MY PROJECT DOES NOT MEET ALL OBJECTIVE STANDARDS, CAN I STILL USE THE HOUSING CHOICE-SAN FRANCISCO PROGRAM?**

Yes. Projects that don't meet development standards beyond the 15% allowance provided in The HC-SF Program, can seek Major Modification approval by the Planning Commission. Requests for Major Modifications are subject to the findings and approval requirements of Planning Code Section 334 and may be approved with conditions by the Planning Commission.

## **WHAT IS THE PROCESS FOR THE HOUSING CHOICE-SAN FRANCISCO PROGRAM?**

To apply for The HC-SF Program approval, please submit a complete Housing Choice-San Francisco Supplemental Application with a Project Application or applicable ministerial streamlining application.

Other supplemental applications, including but not limited to those for Coastal Zone Permit Review, Conditional Use, or Preservation approvals may also be required. Other than the Modified Development Standards, if a project requires any other entitlement that requires a hearing before the Planning Commission or Historic Preservation Commission, then the HC-SF Project shall be reviewed at the applicable hearing.

The Planning Department will determine if the development application is complete within 30 days from submitting the application.

For Projects not seeking a Major Modification review under CEQA, the Planning Department will complete the review within 180 days of determining that the application is complete.

For Projects seeking Major Modification, the Planning Commission will hold a hearing on the application within 180 days of determining that the application is complete.

Note that these 180-day deadlines may not apply where the Environmental Review Officer determines that environmental review will take longer than 180 days.

### **Appeals**

Planning Department review and determination for Local Program projects under Planning Code Section 206.10 and 344(c) is not appealable.

### **Discretionary Review**

Pursuant to Planning Code Section 334(b)(3) and Planning Commission Resolution No. 21810, the Commission will not consider any Discretionary Review requests for projects seeking approval under The HC-SF Program.

### **FEE**

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



# THE HOUSING CHOICE-SAN FRANCISCO PROGRAM

## SUPPLEMENTAL APPLICATION

### Property Information

Project Address: \_\_\_\_\_

Block/Lot(s): \_\_\_\_\_

### Project Description:

Number of Units: \_\_\_\_\_

### Incentives

If incentives under Planning Code Section 206.10(e) are being sought, complete the applicable sections below. Provide graphics showing the amount of incentive bonus square feet and its location within the Project.

Any incentive that is provided in exchange for a bonus must remain in the project for at least 30 years, and may only be further modified under the provisions set forth in Planning Code Section 206.10(e).

#### Section 206.10(e)(1): Micro Retail and Community Benefit Uses

Bonus GSF may be constructed up to 10 feet above the permitted height limit.

| Project Feature              | Proposed GSF | Estimated GSF Bonus |
|------------------------------|--------------|---------------------|
| Micro Retail                 |              |                     |
| Community Benefit Uses Space |              |                     |

#### Section 206.10(e)(2): Warm Shells

Bonus GSF may be constructed up to 10 feet above the permitted height limit.

| Project Feature       | Proposed GSF | Estimated GSF Bonus |
|-----------------------|--------------|---------------------|
| General Warm Shell    |              |                     |
| Restaurant Warm Shell |              |                     |

**Section 206.10(e)(3): Family Friendly Amenities**

Residential Districts Only

Bonus GSF may be constructed in a horizontal addition that complies with the provisions of Planning Code Section 206.10(e)(3)(B).

| Project Feature       | Proposed GSF | Estimated GSF Bonus |
|-----------------------|--------------|---------------------|
| Recreation Room       |              |                     |
| Community Kitchen     |              |                     |
| Guest Suite           |              |                     |
| Resident Storage      |              |                     |
| Cargo Bicycle Parking |              |                     |
| Child Care Unit       |              |                     |

**Section 206.10(e)(4): Units with Two or More Bedrooms**

Bonus GSF may be constructed in a horizontal addition that complies with the provisions of Planning Code Section 206.10(e)(4)(D). Projects that are not located in Residential Districts may also construct a vertical addition of up to 10 feet above the HC-SF Height Limit (263.19).

| Project Feature  | Number of Units | Estimated GSF Bonus |
|--|-----------------|---------------------|
| 2BR Units in addition to those required by the Planning Code |                 |                     |
| 3BR Units  |                 |                     |
| 4BR Units  |                 |                     |

**Section 206.10(e)(5): Replacement Commercial Space**

Not available for HC-SF Projects in Residential Districts.

Bonus GSF may be constructed up to 10 feet above the permitted height limit.

| Project Feature                | Existing | Proposed |
|--------------------------------|----------|----------|
| Commercial GSF                 |          |          |
| Linear feet of Commercial Uses |          |          |
| Number of Commercial Spaces    |          |          |

**Section 206.10(e)(6): Preservation of Historic Buildings and Storefronts**

Not available for HC-SF Projects in Residential Districts.

Bonus GSF may be constructed up to 20 feet above the permitted height limit, and the required rear yard above the ground floor may be reduced to less than 15 feet where the site abuts the rear yard of adjacent parcels that contain residential uses.

| Project Feature                         | Gross Square Footage | Estimated GSF Bonus |
|---|----------------------|---------------------|
| Foregone Gross Floor Area               |                      |                     |
| Existing Commercial Uses to be retained |                      |                     |

Indicate Location of Incentive Square Feet and describe how it is within the maximum allowed building envelope created by the Incentive Height and Incentive Horizontal Building Envelope.

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**Modifications**

Under The HC-SF Program, projects may modify objective standards by up to 15% without requiring discretion, as further described in the [Director’s Bulletin No. 11](#) and Planning Code Section 206.10(c)(1)(M). Projects may also request modifications greater than 15% from the Planning Commission through the Major Modification process.

**15% Modifications**

Describe the development standards that will be modified within the allowed 15% threshold. Include the Planning Code or other Design Standard requirement, the amount provided in the project, and amount of deviation from the required standard both numerical amount and percentage deviation.

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**Major Modifications**

Describe the Major Modifications requested for the Project. Include the Planning Code or Design Standard requirement, the amount provided in the project, and amount of deviation from the required standard both in numerical amount and percentage deviation.

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**Major Modification Findings**

Pursuant to Planning Code Section 334(d)(4), before approving a conditional use authorization, the Planning Commission must make both of the following findings:

- (a) that the proposed modification achieves equal or superior design quality, and
- (b) the project would provide a significant community benefit by producing housing near transit, or otherwise promote the general welfare.

In space below and / or on separate paper, for each standard where a Major Modification is being requested, provide a narrative as to how it meets these findings.

# 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.

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Signature

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Name (Printed)

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Date

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

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Phone

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Email

For Department Use Only

Application received by Planning Department:

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

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