



# HOUSING ELEMENT SITES STREAMLINED APPROVAL PURSUANT TO PLANNING CODE SECTION 207.9 AND CA GOVT. CODE SECTION 65583.2

## INFORMATIONAL AND APPLICATION PACKET

Housing Element law (Government Code Section 65583.2(c) and (h)) requires cities to identify sites that were previously identified as appropriate for housing in prior Housing Element cycles, and sites that are appropriate to accommodate 100% of the City's allocation of lower-income housing. Lists of those sites are on file with the Clerk of the Board in File No. 250701. These sites are eligible for a ministerial approval process, removing the requirement for CEQA analysis and removing the requirement for Conditional Use Authorization or other similar discretionary entitlements granted by the Planning Commission, provided that 20% of the units of the proposed residential units must be dedicated as affordable to households with incomes at 80% of Area Median Income or lower.

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 MINISTERIAL APPROVAL?

A ministerial decision involves only the use of fixed or objective standards, and government agencies cannot use personal, subjective judgment in deciding whether or how the project should be carried out. Ministerial projects are not subject to environmental review under the California Environmental Quality Act (CEQA) or conditional use authorization or other similar discretionary review or entitlements under the Planning Code. Housing Element Streamlining is a voluntary program that a project sponsor may elect to pursue, provided that certain eligibility criteria are met.

## IS MY PROJECT ELIGIBLE FOR STREAMLINED APPROVAL?

In order to be eligible for streamlining, the project must meet all of the following criteria:

- **Affordability.** At least 20% of the proposed residential units must be dedicated as affordable to households with incomes at 80% of Area Median Income or lower or below during the planning period.
- **Reused Sites.** Sites identified as Reused Sites in the 2022 Housing Element Update. Projects must maintain a minimum density of 50 units per acre.

- **Low-income Sites.** Sites identified as Appropriate for Very Low Income or Low Income Households in the 2022 Housing Element Update. Projects must maintain a minimum density of 50 units per acre.
- **Consistent with Objective Standards.** The project must comply with objective, written development standards and policies which apply to other multifamily developments within the same Zoning District. Such objective standards are those that require no personal or subjective (discretionary) judgment, such as objective dimensional requirements, and as otherwise set forth below.

## WHAT IS THE PROCESS FOR STREAMLINED APPROVAL?

Projects seeking approval under Housing Element Sites Streamlined Approval will have different submission requirements than discretionary Planning Department submissions. Projects seeking approval must submit a complete application package to the Planning Department.

The Planning Department must determine if the application is complete and determine if the project is eligible for ministerial approval within 30 days of submittal. If the Department provides written comments to a Project Sponsor detailing how a project is not eligible as proposed, then the 30-day timeline will restart upon the submittal of a revised development application.

After determining the application is complete, the Department will issue a Plan Check Letter within 60 days of submittal for projects with 150 units or less and with 90 days for projects with more than 150 units. The Plan Check letter will identify and explain any conflicts with any applicable development standards. Planning will toll time that the project is with the applicant after the date the application is determined to be complete and the date of approval.

Once a project is deemed compliant with all objective development standards, the Planning Department will issue a Planning Approval Letter. After receiving the Planning Approval Letter, an applicant may [submit post-entitlement building permits](#) with the Department of Building Inspection for review by DBI and other City agencies.

## 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



# HOUSING ELEMENT SITES STREAMLINED APPROVAL PURSUANT TO PLANNING CODE SECTION 207.9 AND CA GOVT. CODE SECTION 65583.2

## GENERAL INFORMATION

### Property Information

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Project Address:

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Block/Lot(s):

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### Property Owner's Information

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Name:

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Address:

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Email Address:

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Telephone:

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### Applicant Information

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Same as above

Name:

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Company/Organization:

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Address:

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Email Address:

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Telephone:

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Please Select Billing Contact:

Owner

Applicant

Other (see below for details)

Name: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Please Select Primary Project Contact:**

Owner

Applicant

Billing

## PROJECT INFORMATION

### **Project Description:**

Please provide a narrative project description that summarizes the project and its purpose. Please include the AMI levels of the populations to be served in the development.

**Estimated Construction Cost:** \_\_\_\_\_

**SB 1214 Authorization:** [Senate Bill 1214](#) allows applications to limit the plans available to the public. You can find more information on our [website](#).

Yes, all plans may be shared publicly.

No, floor plans may not be shared publicly. A reduced plan set with only a massing diagram and site plan has been provided with this submittal for public distribution.

## PROJECT AND LAND USE TABLES

All fields relevant to the project **must be completed** in order for this application to be accepted.

	Existing / As-Built	Proposed
<b>General Land Use</b>	Parking GSF	
	Residential GSF	
	Retail/Commercial GSF	
	Office GSF	
	Industrial-PDR GSF	
	Medical GSF	
	Hotel GSF	
	Laboratory GSF	
	CIE (Cultural, Institutional, Educational) GSF	
<b>Project Features</b>	Dwelling Units - Affordable	
	Dwelling Units - Market Rate	
	Dwelling Units - Total	
	Hotel Rooms	
	Number of Building(s)	
	Number of Stories	
	Parking Spaces	
	Loading Spaces	
	Bicycle Spaces	
	Car Share Spaces	
	Useable Open Space GSF	
	Public Open Space GSF	
	Roof Area GSF - Total	
	Living Roof GSF	
	Solar Ready Zone GSF	
	Other: _____	
<b>Land Use - Residential</b>	Studio Units	
	One Bedroom Units	
	Two Bedroom Units	
	Three Bedroom (or +) Units	
	Group Housing - Rooms	
	Group Housing - Beds	
	SRO Units	
	Micro Units	
	Accessory Dwelling Units For ADUs, list all ADUs and include unit type (e.g. studio, 1 bedroom, 2 bedroom, etc.) and the square footage area for each unit.	

## CHECKLISTS

In order for the Planning Department to consider a Ministerial Project Application as accepted, the application must be accompanied by all required supporting materials and all relevant supplemental applications, as listed below.

Review and complete the checklist to determine if the materials are required as part of your Ministerial Project Application submission.

PROJECT SUBMISSION CHECKLIST						
Documents (completed and signed)	When is it required?	Applicants: is this required as part of your project & submitted?		Planning staff only: verification of submission & completeness		
Completed Housing Element Sites Streamlined Approval Application	Always	Yes	No	Yes	N/A	Missing
<a href="#">Letter of Authorization</a>	When the property owner appoints an authorized agent to submit a project application on their behalf.	Yes	No	Yes	N/A	Missing
Electronic copy of the plans in pdf format, formatted to print at 11" x 17". Please see the Department's Plan Submittal Guidelines for more information about the required contents of plan submittals.	Required for paper building permit applications and entitlement only projects.	Yes	No	Yes	N/A	Missing
Supplemental Documents (completed and signed)	When is it required?	Applicants: is this required as part of your project & submitted?		Planning staff only: verification of submission & completeness		
<a href="#">Preliminary Housing Development</a> (SB-330)	<p>Optional for all projects to lock in Planning Code requirements and applicable objective standards.</p> <p>SB 423 projects and certain AB 2011 and SB 4 projects are required to submit a preliminary application to initiate tribal notification. If your project has submitted a Preliminary Housing Development Application to initiate required tribal notification, and the PPS form indicates that you have elected Option 1 to lock in the Code, then a second PPS application is not required.</p>	Yes	No	Yes	N/A	Missing

## PROJECT SUBMISSION CHECKLIST

<b>Supplemental Documents</b> <i>(completed and signed)</i>	<b>When is it required?</b>	<b>Applicants:</b> <i>is this required as part of your project &amp; submitted?</i>	<b>Planning staff only:</b> <i>verification of submission &amp; completeness</i>
<a href="#">SB-330 Unit Replacement Relocation Affidavit</a>	Required if demolishing existing residential units (Dwelling Units or Group Housing Rooms).	Yes      No	Yes      N/A      Missing
<a href="#">First Source Hiring Affidavit</a>	Projects proposing 10 or more units or 25,000 sqft or more of gross commercial floor area.	Yes      No	Yes      N/A      Missing
<a href="#">Better Streets Plan Checklist</a>	<p>Project subject to Planning Code Section 138.1.</p> <p>The project is on a lot that is greater than one-half acre in total area; or includes more than 50,000 gross square feet of new construction; or contains 150 feet of total lot frontage on one or more publicly-accessible right-of-ways; or its frontage encompasses the entire block face between the nearest two intersections with any other publicly-accessible right-of-way;</p> <p>AND</p> <p>The project includes new construction of 10 or more Dwelling Units; or new construction of 10,000 gross square feet or greater of non-residential space; or an addition of 20% or more of Gross Floor Area to an existing building; or a Change of Use of 10,000 gross square feet or greater of a PDR use to a non-PDR use.</p>	Yes      No	Yes      N/A      Missing

## PROJECT SUBMISSION CHECKLIST

Commercial Projects	When is it required?	Applicants: is this required as part of your project & submitted?	<b>Planning staff only:</b> verification of submission & completeness		
<a href="#">Formula Retail Affidavit</a>	Alterations, new construction, tenant improvements, changes of use or signage to commercial businesses subject to Planning Code <a href="#">Section 303.1</a> .	Yes      No	Yes	N/A	Missing
<a href="#">Flexible Retail Screening and Affidavit</a>	Projects that propose a flexible retail use.	Yes      No	Yes	N/A	Missing
<a href="#">Institutional Master Plan Application</a>	Projects that propose a medical institution or post-secondary educational institution.	Yes      No	Yes	N/A	Missing
Residential Projects	When is it required?	Applicants: is this required as part of your project & submitted?	<b>Planning staff only:</b> verification of submission & completeness		
<a href="#">100% Affordable Housing Bonus Program (AHBP)</a>	Required for projects seeking to use the local density bonus for 100% affordable housing; cannot use Individually Requested State Density Bonus Program and cannot request discretionary exceptions under the program.	Yes      No	Yes	N/A	Missing
<a href="#">Commercial to Residential Adaptive Reuse Projects Supplemental</a>	Projects that seek to turn vacant or underutilized commercial buildings into housing, either by reusing existing buildings or replacing them with new residential or mixed-use development.	Yes      No	Yes	N/A	Missing
<a href="#">Fourplex Density Bonus in RH Districts</a>	Projects in RH Zoning Districts that seek to exceed the permitted density and elect to use this program.	Yes      No	Yes	N/A	Missing
<a href="#">Housing Choice - SF Program Supplemental Application (HC - SF)</a>	Projects in R-4 Height and Bulk Districts that seek additional development capacity beyond base zoning limits.	Yes      No	Yes	N/A	Missing
<a href="#">HOME-SF Supplemental Application</a>	Required for projects seeking to use the local density bonus for mixed-income housing; cannot use Individually Requested State Density Bonus and cannot request discretionary exceptions under the program	Yes      No	Yes	N/A	Missing

## PROJECT SUBMISSION CHECKLIST

<b>Residential Projects</b>	<b>When is it required?</b>	<b>Applicants:</b> <i>is this required as part of your project &amp; submitted?</i>	<b>Planning staff only:</b> <i>verification of submission &amp; completeness</i>		
<a href="#"><u>In-Kind Agreement Supplemental</u></a>	Projects in certain Area Plans that elect to satisfy their development impact fees this way.	Yes      No	Yes	N/A	Missing
<a href="#"><u>State Density Bonus Application (Individually Requested)</u></a>	Required for projects seeking to use the State Density Bonus Law on sites that principally permit 5 or more residential units.  Not available for SB 9 projects.	Yes      No	Yes	N/A	Missing
<a href="#"><u>Inclusionary Affordable Housing Compliance Affidavit</u></a>	Projects that propose 10 or more residential units (Dwelling Units or Group Housing Rooms).	Yes      No	Yes	N/A	Missing
<a href="#"><u>Anti-Discrimination Housing Policy Affidavit</u></a>	Projects that propose 10 or more dwelling units.	Yes      No	Yes	N/A	Missing
<b>Commercial or Residential Projects</b>	<b>When is it required?</b>	<b>Applicants:</b> <i>is this required as part of your project &amp; submitted?</i>	<b>Planning staff only:</b> <i>verification of submission &amp; completeness</i>		
<a href="#"><u>Shadow Analysis Supplemental Application</u></a>	Projects that meet all of the following criteria:  1. over 40 feet in height 2. will cast shadow on a park with a maximum amount of shadow allowed (“budgeted park”) under the jurisdiction of the San Francisco Recreation and Parks Department, and 3. not using the State Density Bonus Program.	Yes      No	Yes	N/A	Missing
<a href="#"><u>Coastal Zone Authorization</u></a>	Projects located in the Coastal Zone.	Yes      No	Yes	N/A	Missing

## PROJECT SUBMISSION CHECKLIST

<b>Commercial or Residential Projects</b>	<b>When is it required?</b>	<b>Applicants:</b> is this required as part of your project & submitted?	<b>Planning staff only:</b> <i>verification of submission &amp; completeness</i>		
<a href="#"><u>Transportation Demand Management Supplemental</u></a>	<p>Projects that propose an addition of :</p> <ul style="list-style-type: none"> <li>• 10 or more dwelling units; or</li> <li>• group housing bedrooms, or</li> <li>• new construction resulting in more than 10,000 sqft of non-residential use, or</li> <li>• change of use of more than 25,000 sqft, or</li> <li>• 100% affordable projects are exempted from Transportation Demand Management requirement.</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes	N/A	Missing
<a href="#"><u>Notice of Use of Transferable Development Rights Application</u></a>	Projects that use Transferable Development Rights (TDR) on their project or projects that assume TDR in a State Density Bonus Program Base Density Study.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes	N/A	Missing

## PLAN SUBMITTAL CHECKLIST

*To be reviewed and completed by a design professional*

Title Page Requirement	When is it required?	Applicants: is this required as part of your project & submitted?		Planning staff only: verification of submission & completeness		
Written Project Description	Always	Yes	No	Yes	N/A	Missing
Address, Block, Lot	Always	Yes	No	Yes	N/A	Missing
<b>Zoning</b> District, <b>Height and Bulk</b> District, any <b>Special Use</b> District	Always	Yes	No	Yes	N/A	Missing
Number of Commercial Units and Residential Dwelling Units (Existing and Proposed)	Always	Yes	No	Yes	N/A	Missing
Building square footage and breakdown by units (existing and proposed) as defined by gross floor area in Planning Code Section 102	Always	Yes	No	Yes	N/A	Missing
Height of existing building/ structures and height of proposed building/structures	Always	Yes	No	Yes	N/A	Missing
Dwelling Unit Mix Breakdown (Number of Studio, One bedrooms etc.)	Residential Projects	Yes	No	Yes	N/A	Missing
Percentage and number of on-site affordable units	Required for projects with 10 or more units. Optional for others.	Yes	No	Yes	N/A	Missing
Number of vehicle parking spaces and car share spaces	Always	Yes	No	Yes	N/A	Missing
Number of bicycle parking spaces	Always	Yes	No	Yes	N/A	Missing
Square footage of useable open space	Always	Yes	No	Yes	N/A	Missing
Better roofs ordinance, including total roof area, living roof area, and solar ready zone area	Project subject to Planning Code Section 149	Yes	No	Yes	N/A	Missing
Describe average slope of the projects site (%)	Projects with exterior expansions	Yes	No	Yes	N/A	Missing
Licensed design professional stamp and signature- may be electronic	According to <a href="#">California State Licensing Board on Design Limitations for Professionals</a>	Yes	No	Yes	N/A	Missing

## PLAN SUBMITTAL CHECKLIST

*To be reviewed and completed by a design professional*

<b>Site Survey Requirement</b>	<b>When is it required?</b>	<b>Applicants:</b> <i>is this required as part of your project &amp; submitted?</i>	<b>Planning staff only:</b> <i>verification of submission &amp; completeness</i>		
Signed by licensed surveyor, 1/8" or 1" scale, full width of all buildings on adjacent lots, front setback of all adjacent buildings, curb elevation in line with the mid-point of the subject building and adjacent lots, grade elevation at the mid-point of the front wall of adjacent buildings, roof elevations including elevation of eaves/peaks of pitched roofs, contour lines, utility lines, street trees, existing structure on site, north arrow.	New construction, Lot splits or mergers	Yes      No	Yes	N/A	Missing

## PLAN SUBMITTAL CHECKLIST

*To be reviewed and completed by a design professional*

Site Plans Requirement	When is it required?	Applicants: is this required as part of your project & submitted?	Planning staff only: verification of submission & completeness		
<b>Scale:</b> 1/8" = 1' (or 1" = 10' if project is too large).	Always	Yes      No	Yes	N/A	Missing
<b>Separate existing and proposed site plans:</b> showing all buildings on the lot.	Only if exterior changes proposed	Yes      No	Yes	N/A	Missing
<b>Adjacent lots</b> showing full width outlines of all buildings on adjacent properties.	Always	Yes      No	Yes	N/A	Missing
<b>Direction of true north:</b> show project north if it is different from true north.	Always	Yes      No	Yes	N/A	Missing
<b>Dimensions:</b> show the distance from the existing building walls to property lines and other structures on the lot. Include width of sidewalk from front property line to curb.	Always	Yes      No	Yes	N/A	Missing
<b>Landscape and permeable surface:</b> show/dimension the space to be landscaped/ permeable within the required front setback (include permeability and landscape calculations).	Only if existing front setback	Yes      No	Yes	N/A	Missing
<b>Usable open space:</b> show the dimensions of decks, terraces and yards.	Residential Projects	Yes      No	Yes	N/A	Missing
<b>Curb cuts:</b> existing and proposed curb cuts, curb lines, including both adjacent properties.	If removing or adding parking	Yes      No	Yes	N/A	Missing
<b>Dimensioned setback requirements:</b> Front setback, rear yard and side yard of the subject and adjacent buildings.	Always	Yes      No	Yes	N/A	Missing
<b>Street Names</b>	Always	Yes      No	Yes	N/A	Missing
<b>Street tree:</b> show the location of existing and proposed street trees or add a notation if you pay the in-lieu fee.	Always	Yes      No	Yes	N/A	Missing

## PLAN SUBMITTAL CHECKLIST

*To be reviewed and completed by a design professional*

<b>Floor and Roof Plans Requirement</b>	<b>When is it required?</b>	<b>Applicants:</b> <i>is this required as part of your project &amp; submitted?</i>	<b>Planning staff only:</b> <i>verification of submission &amp; completeness</i>
<b>Separate existing and proposed floor and roof plans:</b> include adjacent structures	When changes are made to the floor or roof.	Yes      No	Yes      N/A      Missing
<b>Scale:</b> $\frac{1}{4}'' = 1'$ (unless project is too large in which case $\frac{1}{8}'' = 1'$ is acceptable).	Always	Yes      No	Yes      N/A      Missing
<b>North Arrow</b>	Always	Yes      No	Yes      N/A      Missing
<b>On all plan views:</b> label the intended use of rooms and areas.	Always	Yes      No	Yes      N/A      Missing
<b>Toters:</b> show location of dedicated space for trash, recycling and compost carts on private property and screened from public view. Visit <a href="http://www.reecology.com/recology-san-francisco">www.reecology.com/recology-san-francisco</a> for more information.	Always	Yes      No	Yes      N/A      Missing
<b>Laundry and storage:</b> show the locations.	Always	Yes      No	Yes      N/A      Missing
<b>Parking:</b> show dimensions and outlines of all existing and proposed vehicle and bicycle parking.	Always	Yes      No	Yes      N/A      Missing
<b>Electrical Transformers:</b> show the locations.	Always	Yes      No	Yes      N/A      Missing
<b>Roof:</b> Total roof area, living roof area, and/or solar ready zone area in gross square feet (existing and proposed).	Always	Yes      No	Yes      N/A      Missing
<b>Walls:</b> Those to remain and those to be removed or added (with key). If substantial amounts of demolition are proposed, include demolition calculations pursuant to Planning Code Section 317.	Always	Yes      No	Yes      N/A      Missing
<b>Door and Windows:</b> Existing and Proposed.	Always	Yes      No	Yes      N/A      Missing

## PLAN SUBMITTAL CHECKLIST

*To be reviewed and completed by a design professional*

<b>Building Elevation Requirement</b>	<b>When is it required?</b>	<b>Applicants:</b> <i>is this required as part of your project &amp; submitted?</i>	<b>Planning staff only:</b> <i>verification of submission &amp; completeness</i>		
<b>Separate existing and proposed elevations:</b> if exterior changes are proposed, provide separate existing and proposed elevations for only the building face(s) related to the work.	Only if exterior changes proposed.	Yes      No	Yes	N/A	Missing
<b>Profiles of Adjacent Buildings:</b> Show the full outline of each adjacent building/structure. Side elevations should show the full profile of adjacent buildings, window openings, and light wells that face the project. Show the grade plane and heights of buildings. Identify the height limit pursuant to Planning Code Section 260.	Only if exterior changes proposed.	Yes      No	Yes	N/A	Missing
<b>Exterior materials:</b> if exterior changes are proposed, include existing and proposed exterior materials for new or replacement doors, windows, and exterior finish material. If an elevation is not required, this information can go elsewhere in the plan set.	Only if exterior changes proposed.	Yes      No	Yes	N/A	Missing
<b>Windows:</b> include dimensions, operation, and material type. Provide plan section detail of new windows.	Only if exterior changes proposed.	Yes      No	Yes	N/A	Missing
<b>Heights:</b> (in feet and number of stories, calculated as defined in Planning Code Sections 102 and 260) and any difference in elevation due to pitched roofs or steps in building mass.	Always	Yes      No	Yes	N/A	Missing

## PLAN SUBMITTAL CHECKLIST

*To be reviewed and completed by a design professional*

Sections Requirement	When is it required?	Applicants: is this required as part of your project & submitted?		<b>Planning staff only:</b> verification of submission & completeness		
<b>At least two sections (longitudinal and latitudinal)</b>  <b>Longitudinal:</b> show relation between the street, front property line, subject building, rear yard, and rear property line  <b>Latitudinal:</b> show relation between subject building and the outline of each adjacent building	Expansions and projects with excavation.	Yes	No	Yes	N/A	Missing
<b>Separate existing and proposed sections</b>	If there is a change in floor to ceiling heights or if excavation is proposed.	Yes	No	Yes	N/A	Missing
<b>Scale:</b> $\frac{1}{4}''=1'$ (unless the project is too large)	For all sections.	Yes	No	Yes	N/A	Missing
<b>Height datum point:</b> Center line of the building, top of curb	For all sections.	Yes	No	Yes	N/A	Missing
<b>Floor to Ceiling height dimensions</b>	For all sections.	Yes	No	Yes	N/A	Missing
<b>Existing and Proposed Grade</b>	For all sections.	Yes	No	Yes	N/A	Missing
<b>Key section location of floor plans and site plans</b>	For all sections.	Yes	No	Yes	N/A	Missing

## PLAN SUBMITTAL CHECKLIST

*To be reviewed and completed by a design professional*

Additional Requirement	When is it required?	Applicants: <i>is this required as part of your project &amp; submitted?</i>	<b>Planning staff only:</b> <i>verification of submission &amp; completeness</i>		
<b>Rendings</b>	New construction	Yes      No	Yes	N/A	Missing
<b>Photographs</b>	Always	Yes      No	Yes	N/A	Missing
<b>As Built Plans:</b> In addition to the requirements above, as-built plans are required. This will demonstrate what the current conditions are as differentiated from the existing plans (last legal condition) and the proposed plans (future condition that legalizes unauthorized work and proposes code compliant work.	If permit is to abate an enforcement case (either DBI or PLN).	Yes      No	Yes	N/A	Missing
<a href="#"><u>San Francisco Design Standards</u></a>	The San Francisco Design Standards are required for projects that are protected under the Housing Accountability Act.	Yes      No	Yes	N/A	Missing
<a href="#"><u>Preservation Design Standards</u></a>	Preservation Design Standards for additions and modifications to existing historic buildings are required for Category A and A* Properties projects that are protected under the Housing Accountability Act.	Yes      No	Yes	N/A	Missing

## PLAN SUBMITTAL CHECKLIST

*To be reviewed and completed by a design professional*

<b>Additional Requirements for State Density Bonus Projects</b>	<b>When is it required?</b>	<b>Applicants:</b> <i>is this required as part of your project &amp; submitted?</i>	<b>Planning staff only:</b> <i>verification of submission &amp; completeness</i>
Base Density (in gross residential sqft and in number of units)	State Density Bonus Projects	Yes      No	Yes      N/A      Missing
Bonus Density (in gross residential sqft and in number of units)	State Density Bonus Projects	Yes      No	Yes      N/A      Missing
Density Bonus Percentage sought	State Density Bonus Projects	Yes      No	Yes      N/A      Missing
Required Inclusionary Percentage	State Density Bonus Projects	Yes      No	Yes      N/A      Missing
Overall percentage of on-site affordable units provided, and number of affordable units broken down by affordability level (AMI)	State Density Bonus Projects	Yes      No	Yes      N/A      Missing
Tenure of project (rental or ownership)	State Density Bonus Projects	Yes      No	Yes      N/A      Missing
Unit mix table (number of units broken down by # of bedrooms for total project and for just on-site affordable units)	State Density Bonus Projects	Yes      No	Yes      N/A      Missing
Waivers Requested	State Density Bonus Projects	Yes      No	Yes      N/A      Missing
Incentives Requested	State Density Bonus Projects	Yes      No	Yes      N/A      Missing

# 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: \_\_\_\_\_