



PRELIMINARY APPLICATION PURSUANT TO SB 330 AND/OR NOTICE OF INTENT TO SUBMIT A PROJECT APPLICATION PURSUANT TO SB 423, AB 2011, OR SB 4

INFORMATIONAL AND APPLICATION PACKET

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 PRELIMINARY HOUSING DEVELOPMENT APPLICATION?

The Housing Crisis Act of 2019, adopted in Senate Bill 330 (2019), added Government Code section 65941.1, and allows an applicant for a housing development project to submit a preliminary application that provides a local agency with specified site information about the project. The zoning, design, subdivision, and fee requirements that will apply to the housing development project throughout the review and entitlement process will be based on the date that the applicant submits a complete preliminary application, including the payment of a permit processing fee.

A 'housing development project' is a project with at least one residential unit, which includes at least two-thirds residential use by floor area, or is transitional or supportive housing. A Preliminary Application can be submitted for projects that require both ministerial and discretionary approvals.

Under Senate Bill 423 (SB 423), a Preliminary Application acts as a "Notice of Intent" to file a Project Application. This starts certain time-sensitive steps, including notification to the California Native American Tribes or a hearing before the Planning Commission dependent on the site location. Please see below for more information.

Additional State ministerial programs (AB 2011 and SB 4) also contain requirements for notification to the California Native American Tribes provided the development site is vacant. If electing to use either program, please fill out the Excavation Table on Page 8 and complete this form.

The Preliminary Application may serve either function or both: to lock in the Planning Code requirements as they exist when submitted or as a Notice of Intent for submitting a SB 423 application.

PROCESS FOR SUBMITTING A PRELIMINARY HOUSING DEVELOPMENT APPLICATION TO LOCK IN PLANNING CODE REQUIREMENTS

Once a complete Preliminary Application is submitted the zoning, design, subdivision, and fee requirements in effect as of the date of submittal will remain applicable to the project for the duration of the review and entitlement process, provided that the applicant satisfies all of the following:

- The submitted Preliminary Application contains accurate information. The Planning Department may require a revised Preliminary Application if the original application includes inaccurate information.
- The applicant must submit, and the department must accept, a complete development application which could include a Project Application (PRJ) or a State ministerial application such as SB 423, SB 4, or AB 2011 within 180 days of submittal of a Preliminary Application.
- The project does not increase by more than 20 percent either the number of units or total square footage as indicated in the Preliminary Application, except as the project may be revised using the State Density Bonus.
- The project must commence construction within 30 months of site permit issuance.

If the applicant fails to satisfy the above requirements, the Preliminary Application shall expire and have no further force or effect.

Note that the City may impose the following requirements even when a Preliminary Application is on file:

- The City may annually adjust development impact fees, application fees, capacity and connection fees, or other charges based on a published cost index.
- The City may apply requirements to avoid adverse impacts on public health or safety or to avoid or lessen an impact under CEQA.

Applicants may submit a new Preliminary Application to lock in Planning Code requirements at any time, in which case the requirements in effect at that time shall apply.

TRIBAL CONSULTATION FOR SB 423| AB 2011| SB 4 PROJECTS

Certain state housing laws require consultation with California Native American Tribes that are traditionally and culturally affiliated with the geographic area in which the project is located prior to filing an application. For all SB 423 projects, and for SB 4 and AB 2011 projects on vacant sites, this Preliminary Application serves as the “Notice of Intent.” Tribal consultation must be finalized prior to filing a Supplemental Application.

SB 423

- For projects seeking approval under the provision of SB 423 (Government Code Section 65913.4), an applicant is required to submit a Preliminary Application, which will serve as a Notice of Intent to submit an SB 423 Project Application.
- Upon receipt of a Preliminary Application, the Planning Department will notify the California Native American Tribes of the Preliminary Application within 30 days.
- Within 30 days of the date of notification, a representative of the tribal group may request a scoping consultation with the Department. The consultation may include discussion concerning the identification, presence, and significance of Tribal Cultural Resources (TCRs), the significance of the project’s impacts on TCRs, and, as warranted, measures and alternatives to protect or reduce impacts on tribal cultural resources.

- If a scoping consultation is requested, Department staff will coordinate with the requestor to develop mitigation measures, which will be attached to the approval as conditions of approval. If the project sponsor does not agree to these measures, or the sponsor and requestor cannot agree on a set of measures, then the project is not eligible for that ministerial approval program. A local agency may not accept a Supplemental Application under SB 423 until Tribal consultation is complete.
- If a scoping session is not required, the project sponsor may submit a Supplemental Application under SB 423.

AB 2011 AND SB 4

- Projects seeking approval under AB 2011 (Government Code section 65912.100 et seq.) and SB 4 (Government Code section 65913.16) require Tribal Notification for projects located on vacant sites. In San Francisco, a vacant site is:
 1. Any undeveloped parcel containing no existing buildings;
 2. Any parcel that contains only a surface parking lot and no existing buildings, except buildings that are accessory to a surface parking lot use, such as a guard station or kiosk, whether or not said surface parking lot was established with the benefit of a permit; or
 3. For a parcel over 15,000 square feet in size that contains a surface parking lot use, the site may include structures that are accessory to a surface parking lot use, such as those supporting General Advertising Signs, and a building that does not exceed 800 square feet in building area
- Notification can take place at the same time as review of a Supplemental Application under AB 2011 or SB 4; however, the project may not be deemed eligible for either program until consultation is completed.
- Projects may not be located on sites that contain tribal cultural resources that could be affected by the development and that cannot be mitigated.

PUBLIC HEARING FOR SB 423 PROJECTS IN CERTAIN NEIGHBORHOODS

- The Planning Commission shall hold a public meeting to provide an opportunity for the public and the local government to comment on the development if the development is located within a census tract that is designated either as a moderate resource area, low resource area, or an area of high segregation and poverty on the most recent “CTCAC/HCD Opportunity Map” published by the California Tax Credit Allocation Committee and the Department of Housing and Community Development.
- The Planning Commission will hold a required public meeting during a [regularly scheduled Planning Commission hearing](#) (generally, Thursdays at 12 pm noon). This informational hearing will be scheduled within 45 days of submission of this application. If the City does not hold a public meeting within 45 days, the project sponsor shall hold a public meeting before submitting a Project Application.

FEES

Effective November 1, 2024, SF Planning will apply a \$1,330 fee for [Preliminary Application \(PPS\)](#) submissions. Should the cost of staff time exceed the initial fee paid, an additional fee for time and materials may be applied.



**PRELIMINARY APPLICATION PURSUANT TO SB 330 AND/OR
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SUPPLEMENTAL APPLICATION

Property Information

Project Address:

Block/Lot(s):

Applicant Information

Name:

Company/Organization:

Address:

Email Address:

Telephone:

Application Information

Select one of the options below, and check all that apply:

Option 1: This application is submitted to lock Planning Code provisions per SB 330.

Option 2*: This is a Notice of Intent to submit a Housing Development Project pursuant to SB 423.

Option 3*: This is to satisfy notification requirements to the California Native American Tribes for a Housing Development Project on a vacant site pursuant to AB 2011 or SB 4.

*If applying for Option 2 or 3, please complete Excavation Table on page 7

Required Submission Materials

Architectural plans in pdf format, formatted to print at 11" x 17" that includes the following information: a site plan showing the location of the development on the property, elevations showing design, color, and material, and the massing, height, and approximate square footage of each building that is to be occupied.

I have submitted the above described plans with this application.

Project Description

Please identify the State programs this project will use, if any. You may select more than one.

SB 423 / SB 35 Streamlined Housing Approvals: Multifamily Housing Developments (2023)

AB 2011 Affordable Housing and High Road Jobs Act of 2022

State Density Bonus (1979)

AB 2162 Housing Development: Supportive Housing (2017)

SB 4 Housing Development: Higher Education Institutions and Religious Institutions (2023)

Does the site contain or did the site contain any residential units?

Yes No

If yes, please answer the following questions:

What is the current occupancy status of each of the existing residential units?

How many residential units will be demolished under the proposed project?

*Please note, the Project sponsor will be required to provide information about any protected units under SB 330 (Government Code Section 66300) upon submittal of the Project Application. Some state laws have specific demolition restrictions, please see the applicable applications for more information.

1. Does the project include any point sources of air or water pollution? If so, please list them:

Yes No

2. Are any species of local concern known to occur on the property? If so, please list them:

Yes No

3. Is any portion of the property located within any of the following?

- a. A very high fire hazard severity zone, as determined by the Department of Forestry and Fire Protection pursuant to Government Code Sec. 51178:
Yes No
- b. Wetlands, as defined in the United States Fish and Wildlife Service Manual, Part 660 FW 2 (June 21, 1993):
Yes No
- c. A hazardous waste site that is listed pursuant to Government Code Sec. 65962.5 or a hazardous waste site designated by the Department of Toxic Substances Control pursuant to Section 25356 of the Health and Safety Code:
Yes No
- d. A special flood hazard area subject to inundation by the 1 percent annual chance flood (100-year flood) as determined by the Federal Emergency Management Agency in any official maps published by the Federal Emergency Management Agency:
Yes No
- e. A delineated earthquake fault zone as determined by the State Geologist in any official maps published by the State Geologist, unless the development complies with applicable seismic protection building code standards adopted by the California Building Standards Commission under the California Building Standards Law (Part 2.5 (commencing with Section 18901) of Division 13 of the Health and Safety Code), and by any local building department under Chapter 12.2 (commencing with Section 8875) of Division 1 of Title 2:
Yes No
- f. A stream or other resource that may be subject to a streambed alteration agreement pursuant to Chapter 6 (commencing with Section 1600) of Division 2 of the Fish and Game Code.
Yes No

4. Are any historic or cultural resources known to exist on the property? (see the Historic Preservation tab on the [Property Information Map](#)) If so, please list them
Yes No

5. Will the project require any approvals under the Subdivision Map Act, such as a parcel map, a tentative map, or a condominium map?
Yes No

6. Is the project located within the Coastal Zone?
Yes No

If yes, does any portion of the property contain any of the information?

- a. Wetlands, as defined in subdivision (b) of Section 13577 of Title 14 of the California Code of Regulations:
Yes No
- b. Environmentally sensitive habitat areas, as defined in Section 30240 of the Public Resources Code:
Yes No
- c. A tsunami run-up zone:
Yes No
- d. Use of the site for public access to or along the coast:
Yes No

7. Will the project impact a stream or other resource that may be subject to a streambed alteration agreement pursuant to Chapter 6 (commencing with Section 1600) of Division 2 of the Fish and Game Code?
Yes No

If yes, attach an aerial site photograph showing existing site conditions of environmental site features that would be subject to regulations by a public agency, including creeks and wetlands.

8. Is any portion of the property subject to any recorded public easement, such as easements for storm drains, water lines, power lines, and other public rights of way?
 Yes No

If yes, provide a site map or list indicating the location of all such public easements.

SB 423| AB 2011 | SB 4 Projects

The following information is requested to assist with the tribal scoping consultation as described in Government Code Section 65913.4, 65912.100 et seq., and 65913.16. **Complete the table below for all SB 423 projects. Complete the table below for AB 2011 and SB 4 projects, provided that the development site is vacant.**

Excavation Table

Please provide the following information, and submit a section and site plan showing area and depth of soil disturbance in feet (including foundation work).

Information	When is it required?	Applicants: <i>is this required as part of your project & submitted?</i>
Provide foundation design type, if applicable (e.g., mat foundation, spread footings, drilled piers, etc.).	Select "N/A" if the information is not applicable.	Yes N/A Foundation type: _____
Provide 1. area on site to be excavated in square feet; 2. depth of excavation (including foundation work) in feet; and 3. volume of excavation/ disturbance below grade in cubic yards	Projects proposing ground disturbance.	Yes N/A Area (sq. ft): _____ Depth (ft): _____ Volume (yd ³): _____
Provide section and plan showing area and depth of soil disturbance in feet (including foundation work).	Projects in Archeological Zone 1 (review in PIM) with more than 2 feet and 25 cubic yards of soil disturbance OR Project in Archeological Zone 2 with more than 5 feet and 50 cubic yards of soil disturbance.	Yes N/A

PROJECT AND LAND USE TABLES

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

General Land Use		Existing	Proposed
	Parking GSF		
	Residential GSF		
	Retail/Commercial GSF		
	Office GSF		
	Industrial-PDR GSF		
	Medical GSF		
	Hotel GSF		
Project Features	CIE (Cultural, Institutional, Educational) GSF		

Project Features	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		
Land Use - Residential	Other: _____		

Land Use - Residential	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.		

State Density Bonus Project

Please complete this section if the project uses State Density Bonus Law

Base Density (in gross residential sqft and in number of units):

Bonus Density (in gross residential sqft and in number of units):

Density Bonus Percentage Sought:

Percentage of onsite affordable units provided and AMI levels of those units :

Tenure of Project (rental or ownership):

Unit mix table (number of units broken down by number of bedrooms for total project and unit mix and bedroom count for the affordable units):

Waivers Requested:

Incentives Requested:

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 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 or any supplemental information. 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: _____