

SAN FRANCISCO PLANNING COMMISSION



Notice of Hearing & Agenda

Commission Chambers, Room 400
City Hall, 1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Thursday, March 8, 2018
1:00 p.m.
Regular Meeting

Commissioners:

Rich Hillis, President

Myrna Melgar, Vice President

Rodney Fong, Milicent Johnson, Joel Koppel,

Kathrin Moore, Dennis Richards

Commission Secretary:

Jonas P. Ionin

Hearing Materials are available at:

Website: <http://www.sfplanning.org>

Planning Department, 1650 Mission Street, 4th Floor, Suite 400

Planning Information Center, 1660 Mission Street, 1st Floor

Voice recorded Agenda only: (415) 558-6422

Commission Hearing Broadcasts:

Live stream: <http://www.sfgovtv.org>

Live, Thursdays at 1:00 p.m., Cable Channel 78

Re-broadcast, Fridays at 8:00 p.m., Cable Channel 26

Disability and language accommodations available upon request to:
commissions.secretary@sfgov.org or (415) 558-6309 at least 48 hours in advance.

Know Your Rights Under the Sunshine Ordinance

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

Members of the public are not required to provide personal identifying information when they communicate with the Commission or the Department. All written or oral communications, including submitted personal contact information, may be made available to the public for inspection and copying upon request and may appear on the Department's website or in other public documents.

For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force at City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244; phone (415) 554-7724; fax (415) 554-5163; or e-mail at sotf@sfgov.org.

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Library and on the City's website at www.sfbos.org/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign and Governmental Conduct Code Section 21.00-2.160] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; phone (415) 252-3100; fax (415) 252-3112; and online <http://www.sfgov.org/ethics>.

Accessible Meeting Information

Commission hearings are held in Room 400 at City Hall, 1 Dr. Carlton B. Goodlett Place in San Francisco. City Hall is open to the public Monday through Friday from 8:00 a.m. to 8:00 p.m. and is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. A wheelchair lift is available at the Polk Street entrance.

Transit: The nearest accessible BART station is Civic Center. Accessible MUNI Metro lines are the F, J, K, L, M, N, T (exit at Civic Center or Van Ness stations). MUNI bus routes also serving the area are the 5, 6, 9, 19, 21, 47, 49, 71, and 71L. For more information regarding MUNI accessible services, call (415) 701-4485 or call 311.

Parking: Accessible parking is available at the Civic Center Underground Parking Garage (McAllister and Polk), and at the Performing Arts Parking Garage (Grove and Franklin). Accessible curbside parking spaces are located all around City Hall.

Disability Accommodations: To request assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas or other accommodations, please contact the Commission Secretary at (415) 558-6309, or commissions.secretary@sfgov.org at least 48 hours in advance of the hearing to help ensure availability.

Language Assistance: To request an interpreter for a specific item during the hearing, please contact the Commission Secretary at (415) 558-6309, or commissions.secretary@sfgov.org at least 48 hours in advance of the hearing.

Allergies: In order to assist the City in accommodating persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, please refrain from wearing scented products (e.g. perfume and scented lotions) to Commission hearings.

SPANISH:

Agenda para la Comisión de Planificación. Si desea asistir a la audiencia, y quisiera obtener información en Español o solicitar un aparato para asistencia auditiva, llame al 415-558-6309. Por favor llame por lo menos 48 horas de anticipación a la audiencia.

CHINESE:

規劃委員會議程。聽證會上如需要語言協助或要求輔助設備，請致電415-558-6309。請在聽證會舉行之前的至少48個小時提出要求。

TAGALOG:

Adyenda ng Komisyon ng Pagpapalano. Para sa tulong sa lengguwahe o para humiling ng Pantulong na Kagamitan para sa Pagdinig (headset), mangyari lamang na tumawag sa 415-558-6309. Mangyaring tumawag nang maaga (kung maaari ay 48 oras) bago sa araw ng Pagdinig.

RUSSIAN:

Повестка дня Комиссии по планированию. За помощью переводчика или за вспомогательным слуховым устройством на время слушаний обращайтесь по номеру 415-558-6309. Запросы должны делаться минимум за 48 часов до начала слушания.

ROLL CALL:

President:	Rich Hillis
Vice-President:	Myrna Melgar
Commissioners:	Rodney Fong, Milicent Johnson, Joel Koppel, Kathrin Moore, Dennis Richards

A. CONSIDERATION OF ITEMS PROPOSED FOR CONTINUANCE

The Commission will consider a request for continuance to a later date. The Commission may choose to continue the item to the date proposed below, to continue the item to another date, or to hear the item on this calendar.

- 2016-010185CUA (V. FLORES: (415) 575-9173)
160 CASELLI AVENUE – between Danvers and Clover Streets, Lot 008 in Assessor’s Block 2690 (District 8) - Request for **Conditional Use Authorization** pursuant to Planning Code Sections [303](#) and [317](#) to allow demolition an existing single-family residence and illegal structure at the rear of the property and removal of an unauthorized dwelling unit. The proposal includes new construction of a 3-story 2-unit structure at the front of the property within the RH-2 (Residential, Two-Family) Zoning District and 40-X Height and Bulk District. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04](#)(h).
(Proposed Continuance to March 29, 2018)
- 2017-014849CUA (S. ADINA: (415) 575-8722)
220 POST STREET – northern side of Post Street between Grant Avenue and Stockton Street; lot 007 of Assessor’s Block 0294 (District 3) – Request for a **Conditional Use Authorization**, pursuant to Planning Code Section 303 and 210.2 to establish a change of use from an existing Retail Sales and Service use to an Office use on the fourth and fifth floors of the subject building, within the C-3-R (Downtown-Retail) Zoning District and 80-130-F Height and Bulk District.
Preliminary Recommendation: Pending
(Proposed Continuance to April 19, 2018)

B. CONSENT CALENDAR

All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Planning Commission, and may be acted upon by a single roll call vote of the Commission. There will be no separate discussion of these items unless a member of the Commission, the public, or staff so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item at this or a future hearing

- [2017-005992CUA](#) (J. HORN: (415) 575-6925)
48 SATURN STREET – north side of Saturn Street between Temple Street and Upper Terrace, Lot 005 in Assessor’s Block 2627 (District 8) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 249.77 and 303(c), to construct a new 39-foot tall, foot two-family dwelling on a vacant lot. The project site is located within a RH-2 (Residential House, Two-Family) Zoning District and 40-X Height and Bulk District.

This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).

Preliminary Recommendation: Disapprove

(Continued from Regular hearing on December 21, 2017)

Note: On December 21, 2017, Adopted a Motion of Intent to Disapprove, Continued to March 8, 2018 by a vote of +6 -0 (Richards recused)

4. [2016-014839CUA](#) (A. LINDSAY: (415) 575-9178)
[4093 24TH STREET](#) – southeast corner of the intersection at 24th Street and Castro Street, Lot 017 of Assessor's Block 6507 (District 7) - Request for a **Conditional Use Authorization**, pursuant to Planning Code Sections 303(c) and 728, to install a new unmanned AT&T Mobility Macro Wireless Telecommunications Facility consisting of installation of (12) new panel antennas, (3) antennas are to be screened within (3) new FRP faux vents, and (9) antennas are to be screened within (1) FRP box; installation of (20) remote radio units; and installation of ancillary equipment, where some equipment will be screened within a second FRP box as part of the AT&T Mobility Telecommunications Network. All FRP screens, cabling, and ancillary equipment will be painted to match the existing building. The subject property is located within the 24th Street – Noe Valley NCD (Neighborhood Commercial District), and 40-X Height and Bulk Districts.
Preliminary Recommendation: Approve with Conditions
5. [2017-005841CUA](#) (A. LINDSAY: (415) 575-9178)
[2099 MARKET STREET](#) – southeast corner of the intersection at Market Street and Church Street, Lot 065 of Assessor's Block 3544 (District 7) - Request for a **Conditional Use Authorization**, pursuant to Planning Code Sections 303(c) and 764, to modify a T-Mobile Macro Wireless Telecommunications Facility consisting of the removal of (2) omni antennas; installation of (3) new panel antennas within (3) new 18-inch diameter FRP radomes; install (6) new TMAs adjacent to antennas but not visible from public views; installation of (3) new RRUs; and installation and removal of ancillary equipment as part of the T-Mobile Telecommunications Network. The subject property is located within the Upper Market NCT (Neighborhood Commercial Transit District), and 40-X and 50/55x Height and Bulk Districts.
Preliminary Recommendation: Approve with Conditions
6. [2016-007531CUA](#) (S. ADINA: (415) 575-8722)
[533 JACKSON STREET](#) – southwest corner of Jackson Street and Columbus Avenue; lot 014 of Assessor's Block 0195 (District 3) – Request for a **Conditional Use Authorization**, pursuant to Planning Code Section 303 and 812.44 to establish a change of use from an existing Limited Restaurant to a Full-Service Restaurant (d.b.a. Raavi) within the CRNC (Chinatown-Residential-Neighborhood Commercial) Zoning District and 40-X Height and Bulk District.
Preliminary Recommendation: Approve with Conditions
7. [2017-015199CUA](#) (D. GANETSOS: (415) 575-9172)
[531 BAYSHORE BOULEVARD](#) – 531 Bayshore Boulevard; 40, 55, and 75 Waterloo Street; 6-10 Marengo Street, 250 Industrial Street, and 241-261 Loomis Street. Lots 001, 005, 006, 038, and 061 in Assessor's Block 5607; Lots 001A, 001, and 002 in Assessor's Block 5582; and Lots 010, 014, and 015 in Assessor's Block 5583 (District 10) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 210.3 and 303 to establish a

temporary private parking lot for Yellow Cab of San Francisco. The proposal will require repaving and restriping of approximately 121,000 square feet of lot area, currently utilized as surface parking, a recycling center, a private soccer field, and a vacant lot, in order to establish this temporary and private parking lot. This proposal also includes the addition of landscaping and fencing to screen the proposed parking lot from the public right of way. There are three existing buildings on site, approximately 20,900 square feet of floor area, that are proposed for accessory office and general maintenance uses by Yellow Cab. The subject property is located within the PDR-2, Production, Distribution, and Repair Zoning District, Bayview Hunters Point Area Plan, Bayshore Boulevard Area Plan, and 65-J Height and bulk district. This project was reviewed under the Community Business Priority Processing Program (CB3P). This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04](#)(h).

Preliminary Recommendation: Approve with Conditions

C. COMMISSION MATTERS

8. Consideration of Adoption:
 - [Minutes for February 22, 2018](#)
9. Commission Comments/Questions
 - [Inquiries/Announcements](#). Without discussion, at this time Commissioners may make announcements or inquiries of staff regarding various matters of interest to the Commissioner(s).
 - [Future Meetings/Agendas](#). At this time, the Commission may discuss and take action to set the date of a Special Meeting and/or determine those items that could be placed on the agenda of the next meeting and other future meetings of the Planning Commission.

D. DEPARTMENT MATTERS

10. Director's Announcements
11. Review of Past Events at the Board of Supervisors, Board of Appeals and Historic Preservation Commission

E. GENERAL PUBLIC COMMENT

At this time, members of the public may address the Commission on items of interest to the public that are within the subject matter jurisdiction of the Commission except agenda items. With respect to agenda items, your opportunity to address the Commission will be afforded when the item is reached in the meeting. Each member of the public may address the Commission for up to three minutes.

F. REGULAR CALENDAR

The Commission Hearing Procedures provide for presentations by staff; followed by the project sponsor team; followed by public comment for and against the proposal. Please be advised that the project sponsor team includes: the sponsor(s) or their designee, lawyers, architects, engineers, expeditors, and/or other advisors.

12. [2018-000681PCA](#) (J. DISALVO: (415) 575-9182)
HOURS OF OPERATION FOR LIMITED NONCONFORMING USES – Planning Code Amendment to allow limited nonconforming uses in specified zoning districts to operate between the hours of 10:00 p.m. and 12:00 a.m. with Conditional Use authorization; and making environmental findings and findings of consistency with the General Plan and the eight priority policies of the Planning Code, Section 101.1, and public necessity, convenience, and welfare findings pursuant to Planning Code, Section 302.
Preliminary Recommendation: Initiate and Schedule for Adoption on or After April 12, 2018
13. [2017-014297PCA](#) (D. BROSKY: (415) 575-8727)
PLANNING CODE CORRECTIONS ORDINANCE – Planning Code Amendments to correct errors and update outdated references; affirming the Planning Department’s determination under the California Environmental Quality Act; making findings of consistency with the General Plan and the eight priority policies of Planning Code, Section 101.1; and adopting findings of public necessity, convenience, and general welfare under Planning Code, Section 302.
Preliminary Recommendation: Initiate and Schedule for Adoption on or after April 12, 2018
14. [2015-000644ENV](#) (T. JOHNSTON: (415) 575-9035)
BIOSOLIDS DIGESTER FACILITIES PROJECT – located at 750 Phelps Street, 1700 Jerrold Avenue, 1800 Jerrold Avenue, and 1801 Jerrold Avenue, Assessor’s Block 5262 Lot 009 and Block 5281 Lot 001 (District 10). **Certification of the Final Environmental Impact Report.** The SFPUC’s proposed project would construct new solids treatment, odor control, energy recovery, and associated facilities as part of improvements to the wastewater treatment facilities at the existing Southeast Water Pollution Control Plant (SEP) in San Francisco. Nine structures totaling about 136,000 square feet of building area, all of which are less than 65 feet tall, would be demolished at the project site and construction staging areas. The structures to be demolished were built between 1952 and 2009. The project would construct 22 above- and below-ground facilities on about 206,000 square feet of the project site. The tallest new buildings would be 65 feet tall; the tallest new structure, an exhaust stack, would be 75 feet tall. The project site is located within the P (Public Facilities), M-1 (Light Industrial), and M-2 (Industrial) Zoning Districts with a 65-J Height and Bulk Limit.
NOTE: The public hearing on the Draft EIR is closed. The public comment period for the Draft EIR ended on June 19, 2017. Public comment will be received when the item is called during the hearing. However, comments submitted may not be included in the Final EIR.
Preliminary Recommendation: Certify
15. [2016-007850ENV](#) (J. DELUMO: (415) 575-9146)
88 BROADWAY/735 DAVIS STREET – 48,620-square-foot project site on the north side of Broadway between Davis Street and Front Street; Lots 7 and 8 of Assessor’s Block 0140 (District 3) – **Appeal of Preliminary Negative Declaration** for the proposed demolition of the existing surface parking lots on the site and construction of a 191,300-square-foot mixed-use development. The project would construct two new six-story (65-foot-tall) buildings which would include 178 affordable residential units, 6,500 square feet of commercial space, and a 4,300-square-foot child care facility. The proposed project would also include two mid-block passages, three on-street loading zones, and 120 secured bicycle parking spaces. No off street vehicle parking is proposed. The project site is located

in a C-2 (Community Business) and 65-X Height and Bulk (65-foot maximum height, no bulk limit) Zoning Districts and Waterfront Special Use District No.3.

Preliminary Recommendation: Uphold Preliminary Negative Declaration

(Continued from Regular hearing on February 22, 2018)

16. [2017-013609CND](#) (D. WEISSGLASS: (415) 575-9177)
[668-678 PAGE STREET](#) – north side of Page Street between Steiner and Fillmore Streets; Lot 015 in Assessor’s Block 0843 (District 5) – Request for a **Condominium Conversion Subdivision**, pursuant to Subdivision Code Sections 1332 and 1381, to convert a three-story-over-garage, six-unit building into residential condominiums. The subject property is located within a RH-3 (Residential – House, Three Family) Zoning District and 40-X Height and Bulk District. The project was determined not to be a project under CEQA Guidelines Sections 15060(c) and 15378 because there is no direct or indirect physical change in the environment.
Preliminary Recommendation: Disapprove
 (Continued from Regular hearing on February 1, 2018)
Note: On January 11, 2018, after hearing and closing public comment, the Commission adopted a Motion of Intent to Disapprove and Continued the matter to February 1, 2018 by a vote of +6 -0 (Johnson absent).
On February 1, 2018, without hearing, Continued to March 8, 2018.
17. [2017-015104CUA](#) (D. WEISSGLASS: (415) 575-9177)
[201 STEINER STREET](#) – northwest corner of Steiner and Waller Streets; lot 007 of Assessor’s Block 0861 (District 5) – Request for a **Conditional Use Authorization**, pursuant to Planning Code Section 186 and 764, to permit a change of use from an existing Limited Restaurant to a Full-Service Restaurant (d.b.a. Café Reveille) in a 1,284 square-foot Limited Commercial Use (LCU) tenant space within a RM-1 (Residential-Mixed, Low Density) Zoning District and 40-X Height and Bulk District. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).
Preliminary Recommendation: Approve with Conditions
- 18a. [2016-003836CUA](#) (L. AJELLO: (415) 575-9142)
[114 LYON STREET](#) – east side of Lyon Street between Oak and Page Streets; Lot 020 in Assessor’s Block 1220 (District 5) - Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 303 and 317 to legalize the merger of four dwelling units into two dwelling units. The proposed project would legalize the merger of four dwelling units into a 3,096 sq. ft. dwelling and a 341 sq. ft. studio unit behind the garage in a four-story residential building. The subject property is within a RH-3 (Residential, House, Three-Family) Zoning District and 40-X Height and Bulk District. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).
Preliminary Recommendation: Disapprove
 (Continued from Regular hearing on February 8, 2018)
Note: On October 19, 2017, after hearing and closing public comment, the Commission Continued the matter to December 21, 2017 by a vote of +4 -0 (Johnson, Melgar, Moore absent).
On December 21, 2017, without hearing, Continued to February 8, 2018.
On February 8, 2018, without hearing, Continued to March 8, 2018.

- 18b. [2016-003836VAR](#) (L. AJELLO: (415) 575-9142)
114 LYON STREET – east side of Lyon Street between Oak and Page Streets; Lot 020 in Assessor’s Block 1220 (District 5) - Request for **Variance**, pursuant to Planning Code Section 134(c), to legalize the construction of a deck and stair located the rear yard of the 4-story four-unit residential building. The subject property is within a RH-3 (Residential, House, Three-Family) Zoning District and 40-X Height and Bulk District.
(Continued from Regular hearing on February 8, 2018)
Note: On October 19, 2017, after hearing and closing public comment, the ZA Continued the matter to December 21, 2017.
On December 21, 2017, without hearing, Continued to February 8, 2018.
On February 8, 2018, without hearing, Continued to March 8, 2018.
19. [2017-008121CUA](#) (M. DITO: (415) 575-9164)
1805 DIVISADERO STREET – between Pine and Bush Streets, Lot 058 in Assessor’s Block 1049 (District 5) - Request for **Conditional Use Authorization** pursuant to Planning Code Sections 303, 317, and 711 to allow the removal of an unauthorized dwelling unit on the second story, and conversion of the space to a Retail Sales and Service (Gym) use (d.b.a. Core 40) within a NC-2 (Neighborhood Commercial District, Small-Scale) Zoning District and 40-X Height and Bulk District. The subject application seeks to abate Planning Enforcement Case No. 2017-004069ENF and Department of Building Inspection Complaint No. 20177332. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).
Preliminary Recommendation: Disapprove

G. DISCRETIONARY REVIEW CALENDAR

The Commission Discretionary Review Hearing Procedures provide for presentations by staff; followed by the DR requestor team; followed by public comment opposed to the project; followed by the project sponsor team; followed by public comment in support of the project. Please be advised that the DR requestor and project sponsor teams include: the DR requestor and sponsor or their designee, lawyers, architects, engineers, expeditors, and/or other advisors.

20. [2017-000424DRP](#) (B. BENDIX: (415) 575-9114)
2714 BROADWAY – north side of Broadway Street, between Divisadero and Broderick Streets, Lot 009 in Assessor’s Block 0959 (District 2) - Request for **Discretionary Review** of Building Permit Application No. 2016.12.29.6181, proposing alterations to a single family dwelling that include construction of a rear horizontal addition at the second floor, with a roof deck above, at the third floor within a RH-1(D) (Residential, House, One-Family, Detached) Zoning District and 40-X Height and Bulk District. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).
Staff Analysis: Abbreviated Discretionary Review
Preliminary Recommendation: Do Not Take Discretionary Review and Approve

ADJOURNMENT

Privacy Policy

Members of the public are not required to provide personal identifying information when they communicate with the Commission or Department. All written or oral communications, including submitted personal contact information, may be made available to the public for inspection and copying upon request and may appear on the Department's website or in other public documents.

Hearing Procedures

The Planning Commission holds public hearings regularly, on most Thursdays. The full hearing schedule for the calendar year and the Commission Rules & Regulations may be found online at: www.sfplanning.org.

Public Comments: Persons attending a hearing may comment on any scheduled item.

- ❖ When speaking before the Commission in City Hall, Room 400, please note the timer indicating how much time remains. Speakers will hear two alarms. The first soft sound indicates the speaker has 30 seconds remaining. The second louder sound indicates that the speaker's opportunity to address the Commission has ended.

Sound-Producing Devices Prohibited: The ringing of and use of mobile phones and other sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal of any person(s) responsible for the ringing or use of a mobile phone, pager, or other similar sound-producing electronic devices (*67A.1 Sunshine Ordinance: Prohibiting the use of cell phones, pagers and similar sound-producing electronic devices at and during public meetings*).

For most cases (CU's, PUD's, 309's, etc...) that are considered by the Planning Commission, after being introduced by the Commission Secretary, shall be considered by the Commission in the following order:

1. A thorough description of the issue(s) by the Director or a member of the staff.
2. A presentation of the proposal by the Project Sponsor(s) team (includes sponsor or their designee, lawyers, architects, engineers, expeditors, and/or other advisors) would be for a period not to exceed 10 minutes, unless a written request for extension not to exceed a total presentation time of 15 minutes is received at least 72 hours in advance of the hearing, through the Commission Secretary, and granted by the President or Chair.
3. A presentation of opposition to the proposal by organized opposition for a period not to exceed 10 minutes (or a period equal to that provided to the project sponsor team) with a minimum of three (3) speakers. The intent of the 10 min block of time provided to organized opposition is to reduce the number of overall speakers who are part of the organized opposition. The requestor should advise the group that the Commission would expect the organized presentation to represent their testimony, if granted. Organized opposition will be recognized only upon written application at least 72 hours in advance of the hearing, through the Commission Secretary, the President or Chair. Such application should identify the organization(s) and speakers.
4. **Public testimony from proponents of the proposal:** An individual may speak for a period not to exceed three (3) minutes.
5. **Public testimony from opponents of the proposal:** An individual may speak for a period not to exceed three (3) minutes.
6. Director's preliminary recommendation must be prepared in writing.
7. Action by the Commission on the matter before it.
8. In public hearings on Draft Environmental Impact Reports, all speakers will be limited to a period not to exceed three (3) minutes.
9. The President (or Acting Chair) may impose time limits on appearances by members of the public and may otherwise exercise his or her discretion on procedures for the conduct of public hearings.
10. Public comment portion of the hearing shall be closed and deliberation amongst the Commissioners shall be opened by the Chair;
11. A motion to approve; approve with conditions; approve with amendments and/or modifications; disapprove; or continue to another hearing date, if seconded, shall be voted on by the Commission.

Every Official Act taken by the Commission must be adopted by a majority vote of all members of the Commission, a minimum of four (4) votes. A failed motion results in the disapproval of the requested action, unless a subsequent motion is adopted. Any Procedural Matter, such as a continuance, may be adopted by a majority vote of members present, as long as the members present constitute a quorum (four (4) members of the Commission).

For Discretionary Review cases that are considered by the Planning Commission, after being introduced by the Commission Secretary, shall be considered by the Commission in the following order:

1. A thorough description of the issue by the Director or a member of the staff.

2. A presentation by the DR Requestor(s) team (includes Requestor(s) or their designee, lawyers, architects, engineers, expeditors, and/or other advisors) would be for a period not to exceed five (5) minutes for each requestor.
3. Testimony by members of the public in support of the DR would be up to three (3) minutes each.
4. A presentation by the Project Sponsor(s) team (includes Sponsor(s) or their designee, lawyers, architects, engineers, expeditors, and/or other advisors) would be for a period up to five (5) minutes, but could be extended for a period not to exceed 10 minutes if there are multiple DR requestors.
5. Testimony by members of the public in support of the project would be up to three (3) minutes each.
6. DR requestor(s) or their designees are given two (2) minutes for rebuttal.
7. Project sponsor(s) or their designees are given two (2) minutes for rebuttal.
8. The President (or Acting Chair) may impose time limits on appearances by members of the public and may otherwise exercise his or her discretion on procedures for the conduct of public hearings.

The Commission must Take DR in order to disapprove or modify a building permit application that is before them under Discretionary Review. A failed motion to Take DR results in a Project that is approved as proposed.

Hearing Materials

Advance Submissions: To allow Commissioners the opportunity to review material in advance of a hearing, materials must be received by the Planning Department eight (8) days prior to the scheduled public hearing. All submission packages must be delivered to 1650 Mission Street, Suite 400, by 5:00 p.m. and should include fifteen (15) hardcopies and a .pdf copy must be provided to the staff planner. Correspondence submitted to the Planning Commission after eight days in advance of a hearing must be received by the Commission Secretary no later than the close of business the day before a hearing for it to become a part of the public record for any public hearing.

Correspondence submitted to the Planning Commission on the same day, must be submitted at the hearing directly to the Planning Commission Secretary. Please provide ten (10) copies for distribution. Correspondence submitted in any other fashion on the same day may not become a part of the public record until the following hearing.

Correspondence sent directly to all members of the Commission, must include a copy to the Commission Secretary (commissions.secretary@sfgov.org) for it to become a part of the public record.

These submittal rules and deadlines shall be strictly enforced and no exceptions shall be made without a vote of the Commission.

Persons unable to attend a hearing may submit written comments regarding a scheduled item to: Planning Commission, 1650 Mission Street, Suite 400, San Francisco, CA 94103-2414. Written comments received by the close of the business day prior to the hearing will be brought to the attention of the Planning Commission and made part of the official record.

Appeals

The following is a summary of appeal rights associated with the various actions that may be taken at a Planning Commission hearing.

Case Type	Case Suffix	Appeal Period*	Appeal Body
Office Allocation	OFA (B)	15 calendar days	Board of Appeals**
Conditional Use Authorization and Planned Unit Development	CUA (C)	30 calendar days	Board of Supervisors
Building Permit Application (Discretionary Review)	DRP/DRM (D)	15 calendar days	Board of Appeals
EIR Certification	ENV (E)	30 calendar days	Board of Supervisors
Coastal Zone Permit	CTZ (P)	15 calendar days	Board of Appeals
Planning Code Amendments by Application	PCA (T)	30 calendar days	Board of Supervisors
Variance (Zoning Administrator action)	VAR (V)	10 calendar days	Board of Appeals
Large Project Authorization in Eastern Neighborhoods	LPA (X)	15 calendar days	Board of Appeals
Permit Review in C-3 Districts, Downtown Residential Districts	DNX (X)	15-calendar days	Board of Appeals
Zoning Map Change by Application	MAP (Z)	30 calendar days	Board of Supervisors

* Appeals of Planning Commission decisions on Building Permit Applications (Discretionary Review) must be made within 15 days of the date the building permit is issued/denied by the Department of Building Inspection (not from the date of the Planning Commission

hearing). Appeals of Zoning Administrator decisions on Variances must be made within 10 days from the issuance of the decision letter.

****An appeal of a Certificate of Appropriateness or Permit to Alter/Demolish may be made to the Board of Supervisors if the project requires Board of Supervisors approval or if the project is associated with a Conditional Use Authorization appeal. An appeal of an Office Allocation may be made to the Board of Supervisors if the project requires a Conditional Use Authorization.**

For more information regarding the Board of Appeals process, please contact the Board of Appeals at (415) 575-6880. For more information regarding the Board of Supervisors process, please contact the Clerk of the Board of Supervisors at (415) 554-5184 or board.of.supervisors@sfgov.org.

An appeal of the approval (or denial) of a **100% Affordable Housing Bonus Program application** may be made to the **Board of Supervisors within 30 calendar days** after the date of action by the Planning Commission pursuant to the provisions of Sections 328(g)(5) and 308.1(b). Appeals must be submitted in person at the Board's office at 1 Dr. Carlton B. Goodlett Place, Room 244. For further information about appeals to the Board of Supervisors, including current fees, contact the Clerk of the Board of Supervisors at (415) 554-5184.

An appeal of the approval (or denial) of a **building permit application** issued (or denied) pursuant to a 100% Affordable Housing Bonus Program application by the Planning Commission or the Board of Supervisors may be made to the **Board of Appeals within 15 calendar days** after the building permit is issued (or denied) by the Director of the Department of Building Inspection. Appeals must be submitted in person at the Board's office at 1650 Mission Street, 3rd Floor, Room 304. For further information about appeals to the Board of Appeals, including current fees, contact the Board of Appeals at (415) 575-6880.

Challenges

Pursuant to Government Code Section 65009, if you challenge, in court, (1) the adoption or amendment of a general plan, (2) the adoption or amendment of a zoning ordinance, (3) the adoption or amendment of any regulation attached to a specific plan, (4) the adoption, amendment or modification of a development agreement, or (5) the approval of a variance, conditional-use authorization, or any permit, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Commission, at, or prior to, the public hearing.

CEQA Appeal Rights under Chapter 31 of the San Francisco Administrative Code

If the Commission's action on a project constitutes the Approval Action for that project (as defined in S.F. Administrative Code Chapter 31, as amended, Board of Supervisors Ordinance Number 161-13), then the CEQA determination prepared in support of that Approval Action is thereafter subject to appeal within the time frame specified in S.F. Administrative Code Section 31.16. This appeal is separate from and in addition to an appeal of an action on a project. Typically, an appeal must be filed within 30 calendar days of the Approval Action for a project that has received an exemption or negative declaration pursuant to CEQA. For information on filing an appeal under Chapter 31, contact the Clerk of the Board of Supervisors at City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102, or call (415) 554-5184. If the Department's Environmental Review Officer has deemed a project to be exempt from further environmental review, an exemption determination has been prepared and can be obtained on-line at <http://www.sf-planning.org/index.aspx?page=3447>. Under CEQA, in a later court challenge, a litigant may be limited to raising only those issues previously raised at a hearing on the project or in written correspondence delivered to the Board of Supervisors, Planning Commission, Planning Department or other City board, commission or department at, or prior to, such hearing, or as part of the appeal hearing process on the CEQA decision.

Protest of Fee or Exaction

You may protest any fee or exaction subject to Government Code Section 66000 imposed as a condition of approval in accordance with Government Code Section 66020. The protest must satisfy the requirements of Government Code Section 66020(a) and must be filed within 90 days of the date of the first approval or conditional approval of the development referencing the challenged fee or exaction. For purposes of Government Code Section 66020, the date of imposition of the fee shall be the date of the earliest discretionary approval by the City of the subject development.

The Planning Commission's approval or conditional approval of the development subject to the challenged fee or exaction as expressed in its Motion, Resolution, or Discretionary Review Action or the Zoning Administrator's Variance Decision Letter will serve as Notice that the 90-day protest period under Government Code Section 66020 has begun.