

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, July 12, 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

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.

1. 2018-006289MAPPCA (D. SANCHEZ: (415) 575-9082)
2101 LOMBARD STREET SPECIAL USE DISTRICT – **Planning Code** and **Zoning Map Amendments** to establish the 2101 Lombard Special Use District; affirming the Planning Department’s determination under the California Environmental Quality Act; and making findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1, and findings of public necessity, convenience, and welfare under Planning Code, Section 302.
(Proposed Continuance to July 19, 2018)

2. 2017-002545DRP (C. MAY: (415) 575-9087)
2417 GREEN STREET – south side of Green Street, between Pierce and Scott Streets; Lot 028 in Assessor’s Block 0560 (District 2) - Request for **Discretionary Review** of Building Permit Application No. 2017.04.28.5244 proposing to construct 1- and 3-story horizontal rear additions, construct 3rd and 4th floor vertical additions, and lower all floor plates in the existing single-family dwelling by approximately 2 feet. The floor area would increase from approximately 4,118 square feet to approximately 5,115 square feet, and would include a one-bedroom accessory dwelling unit measuring approximately 1,023 square feet on the first floor. The project also proposes the partial excavation of the rear yard for a sunken terrace, façade alterations, and interior modifications including the expansion of the existing basement level garage to accommodate another vehicle within a RH-1 (Residential, House, One-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: Do Not Take Discretionary Review and Approve
(Proposed Continuance to October 4, 2018)

3. 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 a C-3-R (Downtown-Retail) Zoning District and 80-130-F 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: Pending
 (Continued from Regular hearing on May 17, 2018)
(Proposed Indefinite Continuance)

B. COMMISSION MATTERS

4. Consideration of Adoption:
 - [Draft Minutes for June 21, 2018](#)
 - [Draft Minutes for June 28, 2018](#)
5. 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.

C. DEPARTMENT MATTERS

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

D. 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.

E. 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.

8. [2018-006177PCAMAP](#) (A. BUTKUS: (415) 575-9129)
ABOLISH LEGISLATED SETBACK ON 19TH AVE – Planning Code and Zoning Map Amendments abolishing a nine-foot legislated setback on the west side of 19th Avenue between Quintara Street and Rivera Street; and rezoning from RH-1 (Residential, House; One- Family) to RM-2 (Residential, Mixed; Moderate Density) Assessor's Parcel Block No. 2198, Lot No. 031 (1021 Quintara Street), from RH-2 (Residential, House; Two-Family) to RM-2 (Residential, Mixed; Moderate Density) Assessor's Parcel Block No. 2198, Lot No. 001 (located at the intersection of 19th Avenue and Quintara Street), Lot No. 033 (2121-19th Avenue), Lot No. 034 (2145-19th Avenue), and Lot No. 037 (2115-19th Avenue); adopting findings under the California Environmental Quality Act; and making findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section

101.1, and findings of public necessity, convenience, and welfare under Planning Code, Section 302.

Preliminary Recommendation: Approve with Modification

9. [2018-006287PCA](#) (A. BUTKUS: (415) 575-9129)
AFFORDABLE HOUSING PROJECTS ON UNDEVELOPED LOTS IN SALI DISTRICTS – **Planning Code Amendment** to permit Affordable Housing on undeveloped lots in Service/Arts/Light Industrial (SALI) Zoning Districts; affirming the Planning Department’s determination, under the California Environmental Quality Act; and making findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section, 101.1, and findings of public necessity, convenience, and welfare under Planning Code, Section 302.
Preliminary Recommendation: Approve with Modification
10. [2018-007346PCA](#) (D. SANCHEZ: (415) 575-9082)
PERMIT REVIEW PROCEDURES FOR NCDS IN D4 AND D11 – **Planning Code Amendment** to create a two-year pilot program removing public notice and Planning Commission review for certain uses in Neighborhood Commercial Districts in Supervisorial Districts 4 and 11; modifying zoning controls for certain uses in Supervisorial Districts 4 and 11; 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 making findings of public necessity, convenience, and welfare pursuant to Planning Code, Section 302.
Preliminary Recommendation: Approve with Modification
11. (R. ABAD: (415) 575-9123)
CALTRANS GRANT – In May 2018, the Planning Department was awarded \$391,212 in competitive grant funds from the California Department of Transportation (CalTrans) Adaptation Planning Grant program for the San Francisco Southeast Mobility Adaptation Strategy (SMAS). The California Department of Transportation requires that the ‘Governing Body’ of the San Francisco Planning Department adopt a Resolution confirming the authority of the Department Director to accept the grant funds by entering into contract with CalTrans. CalTrans must receive this Resolution by August 15, 2018 in order for the grant to commence on October 1, 2018.
Preliminary Recommendation: Adopt
(Continued from Regular hearing on June 28, 2018)
12. [2017-007933CWP](#) (P. PETERSON: (415) 575-9163; J. PAPPAS: (415) 575-9053)
HOUSING NEEDS AND TRENDS REPORT AND HOUSING AFFORDABILITY STRATEGY – This **Informational Presentation** will highlight key data from the Housing Needs and Trends Report (HNTR) and launch the Housing Affordability Strategy (HAS). These two related projects are meant to support housing policy and planning by the Planning Department. The HNTR complements and expands upon the traditional housing reports prepared by Planning. Specifically, this new report adds information on San Francisco’s housing stock in relation to the people who live and work in the city and how these have changed in recent decades. The HNTR is the first phase of the Housing Affordability Strategy (HAS). This hearing will introduce the Commission and the public to the HAS, one of the priority projects for the Citywide Planning Division. The HAS will provide a framework to analyze and consider how the City may best improve housing affordability in San Francisco. The HAS will be developed over the next year in collaboration with other city agencies,

community stakeholders, technical experts, policymakers, and consultants and will begin public outreach and engagement efforts this fall.

Preliminary Recommendation: None – Informational

13. [2015-011274ENV](#) (J. NAVARRETE: (415) 575-9040)
150 EUREKA STREET – on the block bounded by 18th Street to the north, Eureka Street to the east, 19th Street to the south, and Douglass Street to the west (Assessor’s Block 2692, Lot 007) - **Certification of the DEIR** - The project site is currently developed with a two-story approximately 29-foot-tall wood-frame building, which most recently housed the Metropolitan Community Church of San Francisco. The proposed project would demolish the existing church building and construct two four-story buildings each with a total of two residential units, for a total of four residential units on the site. The two buildings would total approximately 14,441 gross square feet in size and would not exceed 40 feet in height. Each building would include a two-car garage and two class 1 bicycle parking spaces, for a total of four vehicle parking spaces and four class I bicycle parking spaces. The project site is located in a Residential House-Two-Family (RH-2) District and 40-X Height and Bulk District.
NOTE: The public hearing on the Draft EIR is closed. The public comment period for the Draft EIR ended on January 23, 2018. 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

14. [2018-001746CUA](#) (M. DITO: (415) 575-9164)
3533A CALIFORNIA STREET– south side between Spruce and Laurel Streets, Lot 004 in Assessor’s Block 1035 (District 2) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 303.1 and 713 to expand an existing Formula Retail use (d.b.a. First Republic Bank) into an adjacent, 1,000 square foot vacant retail space in the Laurel Village Shopping Center, within the Neighborhood Commercial Shopping Center District and a 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

15. [2017-008783CUA](#) (A. PERRY: (415) 575-9017)
1 FRONT STREET – northwest corner of Front and Market Streets; Lot 009 in Assessor’s Block 0266 (District 3) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 303, 210.2, and 145.4(e), proposing to establish a Non-Retail Sales and Service use with approximately 5,810 square feet of space located at the ground floor of the existing building for use as an employee café, accessory to the office use for First Republic Bank employees and their guests only. The application also seeks to abate Planning Enforcement Case No. 2017-001613ENF and legalize the use. The subject property is located within a C-3-O (Downtown - Office) and 275-E 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
(Continued from Regular hearing on March 1, 2018)

16. [2018-003300CUA](#) (M. CHRISTENSEN: (415) 575-8742)
600 SOUTH VAN NESS AVENUE – southwest corner of 17th Street and South Van Ness Avenue; Lot 070 in Assessor’s Block 3575 (District 9) - Request for **Conditional Use Authorization**, pursuant to Planning Code Section 303 and 843.45 and the Mission Interim Zoning Controls (adopted by Planning Commission Resolution No. 19548, extended by Planning Commission Resolution No. 19865) and Board of Supervisors File No. 171290, to establish a restaurant (dba “BiteUnite”) in a 1,470 square foot vacant ground floor retail space in a newly constructed five-story building, within the UMU (Urban Mixed Use) Zoning District, Mission Alcoholic Beverage Special Use Subdistrict, and 58-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
17. [2017-011414CUA](#) (C. CAMPBELL: (415) 575-8732)
232 CLIPPER STREET – north side between Sanchez and Noe Streets; Lot 009 of Assessor’s Block 6548 (District 8) - Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 303 and 317, for a project proposing to demolish an existing one-story single-family residence and construct a new four-story structure with two dwelling units. The project includes excavation associated landscaping. The subject property 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: Approve with Conditions
(Continued from Regular hearing on June 21, 2018)
18. [2014.1459CUA](#) (J. HORN: (415) 575-6925)
214 STATES STREET – north side of States Street between Levant and Castro Streets; Lot 038 in Assessor’s Block 2622 (District 8) - Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 303 and 317, to allow the tantamount to demolition of an existing 1,635 square foot, two-story single family home and the addition of a ground floor garage and front entrance, a horizontal rear addition, three new roof dormers and the enclosing of two front decks to create bay windows. 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: Approve with Conditions with Modifications
(Continued from Regular hearing on June 14, 2018)
Note: On December 15, 2017, after hearing and closing public comment, continued to March 15, 2018 by a vote of +7 -0.
On March 15, 2018, without hearing, continued to May 3, 2018 by a vote of +5 -1 (Moore against; Melgar absent).
On May 3, 2018, without hearing, continued to June 14, 2018 by a vote of +4 -0 (Johnson, Melgar, Richards absent).
On June 14, 2018, without hearing, continued to July 12, 2018 by a vote of +7-0).
19. [2017-001283CUA](#) (M. CHRISTENSEN: (415) 575-8742)
792 CAPP STREET – west side of Capp Street, between 22nd and 23rd Streets; lot 019B of Assessor’s Block 3637 (District 9) - Request for **Conditional Use Authorization** pursuant to Planning Code Sections 209.4, 303, and 317, proposing to demolish the existing two-story

single-family home and construct a new four-story (40 foot tall) residential structure containing four dwelling units within a Residential Transit Oriented - Mission (RTO-M) Zoning District, Calle 24 Special Use 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

(Continued from Regular hearing on June 28, 2018)

Note: On October 12, 2017, after hearing and closing public comment, continued to December 21, 2017 by a vote of +4 -2 (Johnson, Melgar against; Moore absent).

On December 21, 2017, after a Motion to Continue failed +3 -4 (Fong, Melgar, Moore, Hillis against); and a Motion to Approve with Conditions failed +3 -4 (Koppel, Melgar, Moore, Richards against); the Commission adopted a Motion of Intent to Disapprove and Continued the matter to March 22, 2018 +4 -3 (Moore, Richards, Hillis against).

On March 22, 2018, without hearing, continued to May 3, 2018 by a vote of +6 -0 (Fong absent).

On May 3, 2018, without hearing, continued to May 17, 2018 by a vote of +4 -0 (Johnson, Melgar, Richards absent).

On May 17, 2018, without hearing, Continued to June 14, 2018 by a vote of +5 -1 (Richards against; Fong absent).

On June 14, 2018, without hearing, continued to June 28, 2018 by a vote of +7 -0.

On June 28, 2018, without hearing, continued to July 12, 2018 by a vote of +6-0 (Melgar absent).

F. 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. [2009.0880DRP](#) (E. JARDINES: (415) 575-9144)
2100 MISSION STREET – located on the southwest corner of Mission and 17th Streets; Lot 001 in Assessor's Block 3576 (District 9) - Request for **Discretionary Review** of Building Permit Application No. 2014.0623.9172, to demolish the existing one-story commercial building (DBA One \$ Store) and construct a new 65-foot tall six-story, 28,073-square foot mixed-use building with 27 dwelling units and approximately 3,000 square feet of ground floor commercial use. The Project is located within a Mission Street NCT (Neighborhood Commercial Transit) Zoning District and 65-B 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: Full Discretionary Review
Preliminary Recommendation: Do Not Take Discretionary Review and Approve
 (Continued from Regular hearing on June 14, 2018)
21. [2016-008165DRP](#) (E. JONCKHEER: (415) 575-8728)
521 LOS PALMOS DRIVE – south side of Los Palmos Drive near the Lulu Alley stairway, between Burlwood Drive and Bella Vista Way; Lot 068 in Assessor's Block 3054 (District 7) - Request for **Discretionary Review** of Building Permit Application No. 2016.05.27.8675,

proposing a third floor vertical addition, and the remodel and replacement of the existing second floor rear sunroom, within a RH-1 (Residential, House, One-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: Do Not Take Discretionary Review and Approve

22. [2017-015646DRP](#) (D. WEISSGLASS: (415) 575-9177)
[663 21ST AVENUE](#) – west side of 21st Avenue near the Lulu Alley stairway, between Balboa and Cabrillo Streets; Lot 013 in Assessor’s Block 1623 (District 1) - Request for **Discretionary Review** of Building Permit Application No. 2017.1122.4682, proposing a two-story horizontal addition at the rear 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: 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.