

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, November 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

Voice recorded Agenda only: (415) 558-6422

Commission Hearing Broadcasts:

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

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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.

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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.

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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.

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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.

- 2017-015810CUA (L. HOAGLAND: (415) 575-6823)
830 RHODE ISLAND – located on the west side of Rhode Island Street, between 20th and 22nd Streets, Lot 006 in Assessor’s Block 4094 (District 10) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 303 and 317, to demolish an existing two-story single-family dwelling and construct a new four-story structure with two dwelling units. The subject property is located 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\(h\)](#).
(Proposed Continuance to December 6, 2018)
- 2016-015675CUA (A. LINDSAY: (415) 575-9178)
2990 24TH STREET – northeast corner of the Harrison Street and 24th Street intersection, Lot 040 of Assessor’s Block 4206 (District 9) - Request for a **Conditional Use Authorization**, pursuant to Planning Code Sections 303(c) and 763, to install a new rooftop AT&T Mobility Macro Wireless Telecommunications Facility consisting of (2) new FRP enclosures; (9) new antennas; (24) new RRHs; (1) GPS antenna; ancillary equipment; and (1) equipment room within the existing building as part of the AT&T Mobility Telecommunications Network. The subject property is located within the 24th-Mission NCT (Neighborhood Commercial Transit), and 55-X Height and Bulk Districts. 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 September 13, 2018)
(Proposed Continuance to December 20, 2018)
- 2015-008351DRP-06 (D. WINSLOW: (415) 575-9159)
380 HOLLADAY AVENUE – between Holladay and Brewster; Lots 001, 004, 005, and 006 in Assessor’s Block 5577 (District 9) - Request for **Discretionary Review** of Building Permit Application Nos. 2017.02.27.0142; 2015.06.22.9589; 2015.06.22.9593; and 2015.06.22.9594 for construction of four single family houses 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: Take Discretionary Review and Approve with Conditions
(Proposed Continuance to January 10, 2019)

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.

4. [2018-009951CUA](#) (B. HICKS: (415) 575-9054)
1541 SLOAT BOULEVARD – south side of Sloat Boulevard between Clearfield Drive and Everglade Drive, within Lakeshore Plaza Shopping Center, Lot 004 of Assessor's Block 7255 (District 7) - Request for a **Conditional Use Authorization**, pursuant to Planning Code Sections 303, 713, and 780.1, to permit a change of use from retail to a limited restaurant (dba Teaspoon). The project scope of work consists of an interior remodel. The subject property is located within a NC-S (Neighborhood Commercial Shopping Center Zoning District), Lakeshore Plaza Special Use District, and 26-40-X Height and Bulk Districts. 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
5. [2018-011019CUA](#) (L. HOAGLAND: (415) 575-6823)
400 WINSTON DRIVE – north side of Winston Drive, adjacent to the Stonestown Galleria, and generally bounded by Eucalyptus Drive to the north, Buckingham Way to the west (privately owned by Stonestown Galleria), Winston Drive to the south, and 19th Avenue to the east; Lot 004 of Assessor's Block 7295 (District 7) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 210.1 and 303 to allow a single retail use greater than 50,000 square feet within the C-2 (Community Business) Zoning District and 65-D 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
6. [2018-008620CUA](#) (M. CHANDLER: (415) 575-9048)
693 14TH STREET – south side between Market and Landers Streets; Lot 070 of Assessor's Block 3544 (District 8) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 303 and 764, to establish an Institutional Use (dba Castro/Upper Market Community Benefit District) within a currently vacant 905 square foot ground floor tenant space most recently used as a General Retail Sales and Service Use within the Upper Market NCT (Neighborhood Commercial Transit) Zoning District, Market and Octavia Planning Area, and split Height and Bulk district of 50/55-X & 40-X. 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
7. [2017-007215DRM](#) (E. TUFFY: (415) 575-9191)
506 VALLEJO STREET – North side of Vallejo between Kearny Street and Grant Avenue, Lot 006 in Assessor's Block 0132 (District 3) – Application for **Mandatory Discretionary Review**, pursuant to Planning Code Section 249.49, to permit the installation of a new garage

within an existing three-dwelling-unit building. The subject property is located within a RM-2 (Residential – Mixed, Moderate Density), Telegraph Hill-North Beach Residential Special Use District, and 40-X Height and Bulk District.

Preliminary Recommendation: Take Discretionary Review and Approve

C. COMMISSION MATTERS

8. Consideration of Adoption:
 - [Draft Minutes for October 18, 2018](#)
 - [Draft Minutes for October 25, 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. [2018-013893PCAMAP](#) (E. JARDINES: (415) 575-9144)
1550 EVANS AVENUE – Planning Code and Zoning Map Amendments introduced by Supervisor Cohen to establish the 1550 Evans Avenue Special Use District; and 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 Modifications

13. [2017-011878ENV](#) (R. SCHUETT: (415) 575-9030)
POTRERO POWER STATION – Draft Environmental Impact Report – The 29-acre site is located along San Francisco's central Bayshore waterfront and includes the site of the former Potrero Power Station. The proposed project would rezone the site, establish land use controls, develop design standards, and provide for a multi-phased, mixed-use development, including residential, commercial, parking, community facilities and open space land uses. The proposed project would include amendments to the General Plan and Planning Code, creating a new Potrero Power Station Special Use District. The proposed rezoning would modify the existing height limits of 40 and 65 feet to various heights ranging from 65 to 300 feet. Overall, the proposed project would construct up to approximately 5.3 million gross square feet of mixed uses and approximately 6.2 acres of open space. The project would include demolition of up to 20 existing structures, including up to five historic structures that are contributors to the historic Third Street Industrial District.

Preliminary Recommendation: Review and Comment

- 14a. [2016-000378CUA](#) (N. FOSTER: (415) 575-9167)
1600 JACKSON STREET – north side of Jackson Street, between Polk Street and Van Ness Avenues, Lots 002 and 003 in Assessor's Block 0595 (District 3) – Request for **Conditional Use Authorization** to establish a new general grocery store (a Retail Sales and Services Use) operating as a Formula Retail Use (d.b.a. "365 by Whole Foods") on the first and second floors and add eight (8) Dwelling Units on the second floor of the subject property, pursuant to Planning Code Sections 303, 303.1, 703(d), 703.4, and 723. The Dwelling Units would be comprised of four (4) two-bedroom units, three (3) one-bedroom units, and one (1) studio unit, resulting in 50 percent of the total number of Dwelling Units of at least two-bedrooms. The Project would involve both interior and exterior tenant improvements to the existing two-story-over-garage building, with no expansion of the gross square footage contained within the existing structure. The existing structure contains 43,898 gross square feet, and the general grocery store would occupy the entirety of the first floor, or approximately 22,000 gross square feet, and approximately one-half of the second floor, or approximately 11,000 gross square feet. The first floor would function as the primary sales floor for the general grocery store, with an area dedicated for prepared foods for on- or off-site consumption, and the second floor would contain additional retail floor area, and accessory office space. With respect to alcohol sales, 365 by Whole Foods proposes to hold a Type 20 alcohol license (beer and wine only). The exterior tenant improvements include a horizontal extension of the existing parapet, new paint, and new store signage. The proposed project would utilize the existing below-grade parking garage with 70 vehicular parking spaces (one to be reserved for car-sharing) and off-street loading dock fronting Jackson Street, while adding Class 1 and Class 2 bicycle parking spaces where none existed before. 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 October 4, 2018)

NOTE: On April 26, 2018, after hearing and closing public comment, continued to July 26, 2018, by a vote of +4 -2 (Moore and Richards against; Melgar absent).

On July 26, 2018, without hearing, continued to September 27, 2018 by a vote of +6 -0 (Hillis absent).

On September 27, 2018, without hearing, continued to October 4, 2018 by a vote of +7 -0. On October 4, 2018, after hearing and closing public comment, continued to November 8, 2018, with direction from the Commission by a vote of +4 -1 (Moore against; Fong and Melgar absent).

- 14b. [2016-000378VAR](#) (N. FOSTER: (415) 575-9167)
1600 JACKSON STREET – north side of Jackson Street, between Polk Street and Van Ness Avenues, Lots 002 and 003 in Assessor’s Block 0595 (District 3) – Request for **Variance** pursuant to Planning Code Section 134 (“Rear Yard”). The basic rear yard requirement for the subject property is 25 percent (or approximately 41 feet) at the lowest story containing a dwelling unit. The existing structure covers 100% of the lot and Code requires a rear at the lowest story containing a dwelling unit; therefore, the project requires a variance from the rear yard requirements of the Planning Code.
- 15a. [2013.1037C](#) (C. MAY: (415) 575-9087)
650 DIVISADERO STREET – southeast corner of Divisadero and Grove Streets; Lot 002B in Assessor’s Block 1202 (District 5) - Request for **Conditional Use Authorization** pursuant to Planning Code Sections 121.1, 271, 303, 746.10 and 746.11 to permit the development of a 6-story mixed-use building containing 66 residential dwelling units above 26 ground floor parking spaces and 3,528 square feet of commercial uses within a Divisadero Street Neighborhood Commercial Transit (NCT) District, the Fringe Financial Services Restricted Use District and 65-A 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 Meeting on September 27, 2018)
- 15b. [2013.1037V](#) (C. MAY: (415) 575-9087)
650 DIVISADERO STREET – southeast corner of Divisadero and Grove Streets; Lot 002B in Assessor’s Block 1202 (District 5) - Request for **Rear Yard Modification** pursuant to Planning Code Section 134 to permit the development of a 6-story mixed-use building containing 66 residential dwelling units above 26 ground floor parking spaces and 3,528 square feet of commercial uses within a Divisadero Street Neighborhood Commercial Transit (NCT) District, the Fringe Financial Services Restricted Use District and 65-A Height and Bulk District.
(Continued from Regular Meeting on September 27, 2018)
- 16a. [2007.1347CUA](#) (M. WOODS: (415) 558-6315)
3637-3657 SACRAMENTO STREET – south side between Locust and Spruce Streets, Lots 012 and 020 in Assessor’s Block 1018 (District 2) - Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 102, 121.1, 121.2, 303 and 724 to demolish three existing buildings, and construct a 40-foot tall, four-story mixed use building over three levels of below-grade parking, containing retail, medical office, 18 dwelling units, 64 parking spaces (including one car share space), and 35 bicycle spaces, totaling approximately 84,000 square feet. The proposal is seeking Conditional Use authorization for lot size exceeding 5,000 square feet, use size exceeding 2,500 square feet, and public parking garage for short term use. The proposal is also seeking a Modification of the rear yard requirement from the Zoning Administrator pursuant to Planning Code Sections 134 and 136. The project site is located within a Sacramento Street Neighborhood Commercial

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

- 16b. [2007.1347VAR](#) (M. WOODS: (415) 558-6315)
3637-3657 SACRAMENTO STREET – south side between Locust and Spruce Streets, Lots 012 and 020 in Assessor’s Block 1018 (District 2) – Request for a Zoning Administrator **Modification** from the rear yard requirement (Planning Code Sections 134 and 136). The proposed project is to demolish three existing buildings, and construct a 40-foot tall, four-story mixed use building over three levels of below-grade parking, containing retail, medical office, 18 dwelling units, 64 parking spaces (including one car share space), and 35 bicycle spaces. The project site is located within a Sacramento Street Neighborhood Commercial District and 40-X Height and Bulk District.
- 17a. [2016-008438SHD](#) (K. DURANDET: (415) 575-6816)
1075-1089 FOLSOM STREET – south side of Folsom Street between 7th and Sherman Streets, Lots 038 and 039 of Assessor’s Block 3766 (District 6)- Request for **Adoption of Findings**, pursuant to Planning Code Section 295, regarding the shadow study that concluded, with the recommendation of the general manager of the Recreation and Park Department, in consultation with the Recreation and Park Commission, that net new shadow on Victoria Manalo Draves Park by the proposed project at 1075-1089 Folsom Street would not be adverse to the use of the public park. The proposed project would demolish the existing buildings on the site, and construct a six-story, 65-foot tall, approximately 25,756 square-foot (sf) mixed-use building consisting of 48 single room occupancy (SRO) residential units with balconies and decks on the first through sixth floors, and a rear yard, residential lobby, bicycle storage, 1,088 sf of commercial space, and utility areas on the ground floor. The subject property is located within the SoMa NCT (Neighborhood Commercial Transit) Zoning District and 65-X Height and Bulk Districts.
Preliminary Recommendation: Adopt Shadow Findings
- 17b. [2016-008438DRP](#) (K. DURANDET: (415) 575-6816)
1075-1089 FOLSOM STREET – south side of Folsom Street between 7th and Sherman Streets, Lots 038 and 039 of Assessor’s Block 3766 (District 6)- Request for **Discretionary Review** of Building Permit Application No. 2017.0214.9384. The proposed project would demolish the existing buildings on the site, and construct a six-story, 65-foot tall, approximately 25,756 square-foot (sf) mixed-use building consisting of 48 single room occupancy (SRO) residential units with balconies and decks on the first through sixth floors, and a rear yard, residential lobby, bicycle storage, 1,088 sf of commercial space, and utility areas on the ground floor. The subject property is located within the SoMa NCT (Neighborhood Commercial Transit) Zoning District and 65-X Height and Bulk Districts.
Preliminary Recommendation: Do Not Take Discretionary Review and Approve

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.

- 18a. [2015-004717DRP](#) (M. CHRISTENSEN: (415) 575-8742)
11 GLADYS STREET – southeast side of Gladys Street; Lot 027 of Assessor’s Block 5710 (District 9) – Request for **Discretionary Review** of Building Permit Application #201612084425 within a RH-2 (Residential, House – Two Family) and 40-X Height and Bulk District. The proposal includes a vertical addition to an existing single-family home. The proposal also includes interior alterations. 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
(Continued from Regular hearing on October 18, 2018)
- 18b. [2015-004717VAR](#) (M. CHRISTENSEN: (415) 575-8742)
11 GLADYS STREET – southeast side of Gladys Street; Lot 027 of Assessor’s Block 5710 (District 9) – Request for **Variance** to the front setback requirement pursuant to Planning Code Section 132 and rear yard requirement pursuant to Planning Code Section 134 for the project involving a vertical addition to an existing single-family home. The proposal also includes interior alterations. The project is located within a RH-2 (Residential, House – Two Family) and 40-X Height and Bulk District.
(Continued from Regular hearing on October 18, 2018)
19. [2018-007690DRP](#) (D. WINSLOW: (415) 575-9159)
269 AVILA STREET – between Beach and Capra; Lot 002 in Assessor’s Block 0441A (District 2) - Request for **Discretionary Review** of Building Permit Application No. 2018.0524.0036, for construction of an Accessory Dwelling Unit per ordinance 162-16 in an existing 3-story two-family house 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

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.