

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, May 24, 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.

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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. [2018-004633PCA](#) (J. BINTLIFF: (415) 575-9170)
MAYOR'S PROCESS IMPROVEMENTS ORDINANCE [BOARD FILE NO. 180423] – **Planning Code Amendment** to streamline affordable housing project review by eliminating a Planning Commission Discretionary Review hearing for 100% affordable housing projects upon delegation by the Planning Commission; to provide for Planning Department review of large projects located in C-3 Districts and for certain minor alterations to Historical Landmarks and in Conservation Districts; to consolidate, standardize and streamline notification requirements and procedures, including required newspaper notice, in Residential, Commercial, and Mixed-Use Districts; and 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 welfare under Planning Code, Section 302.
Preliminary Recommendation: Approve
(Proposed Continuance to June 7, 2018)

2. 2016-012941CUA (M. CHRISTENSEN: (415) 575-8742)
714 RHODE ISLAND STREET – west side of Rhode Island Street, between 19th and 20th Streets; lot 002A of Assessor's Block 4073 (District 10) - Request for **Conditional Use Authorization** pursuant to Planning Code Sections 209.1, 303, and 317, proposing to demolish the existing two-story, 1,040 square foot single-family home and construct a new five-story, 6,356 square foot (40 foot tall from grade) residential structure containing two dwelling units within a Residential-House, Two-Family (RH-2) Zoning District and 40-X Height and Bulk District. The proposed dwelling units are each three bedroom units and are 2,641 square feet and 2,309 square feet in size. 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
(Proposed Continuance to July 19, 2018)

3. 2017-014841CUA (J. HORN: (415) 575-6925)
655 ALVARADO STREET – side of Alvarado Street between Diamond and Castro Streets, Lot 028C in Assessor's Block 2803 (District 8) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 303 and 317, to legalize the tantamount to demolition of an existing 2,737 square foot, two-story-over-basement single-family home and the permit a new three-story-over-two-basement-levels single-family home. 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 Modifications and Conditions

(Continued from Regular hearing on April 19, 2018)

NOTE: After hearing and closing public comment; Continued to April 19, 2018 by a vote of +5 -0 (Fong absent). On April 19, 2018, without hearing, continued to May 24, 2018 by a vote of +5 -1 (Richards against; Melgar absent).

(Proposed Continuance to July 26, 2018)

4. 2016-011486CUA (M. CHRISTENSEN: (415) 575-8742)
1713 YOSEMITE AVENUE – south side of Yosemite Avenue, at Lane Street; Lot 010 of Assessor’s Block 5418 (District 10) - Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 151.1, 207, 210.4 and 303, to allow residential use within a M-1 Zoning District at a density ratio of one dwelling unit per 800 square feet of lot area and to allow off-street parking at a ratio of three parking spaces per four dwelling units for the project involving the construction of a 58-foot tall, five-story residential structure containing six dwelling units and four automobile parking spaces within a M-1 Zoning District at the 65-J 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 April 19, 2018)
WITHDRAWN

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

5. [2018-002906CUA](#) (C. CAMPBELL: (415) 575-8732)
3583 16TH STREET – north side between Pond, Market and Noe Streets; Lot 092 of Assessor’s Block 3564 (District 8) - Request for **Conditional Use Authorization**, pursuant to Planning Code Sections [303](#) and [764](#) to authorize ABC license Type 47 (On-Sale General liquor, beer, and wine for Bona Fide Public Eating Place) within an established Restaurant Use (D.B.A. STARBELLY) within the Upper Market NCT (Neighborhood Commercial Transit District) and 50-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
6. [2018-004612CND](#) (D. WEISSGLASS: (415) 575-9177)
228-230 CLAYTON STREET – east side of Clayton Street between Hayes and Fell Streets; Lot 024 in Assessor’s Block 1210 (District 5) – Request for a **Condominium Conversion Subdivision**, pursuant to Subdivision Code Sections 1332 and 1381, to convert a four-story, five-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.

7. [2017-007279DRP](#) (J. SPEIRS: (415) 575-9106)
[20 ELSIE STREET](#) – west side of Elsie Street; Lot 007 in Assessor’s Block 5612 (District 9) – Request for **Discretionary Review** of Building Permit Application 2017.05.22.7242 within a RH-1 (Residential House, One-Family) Zoning District and 40-X Height and Bulk Districts. The proposal includes a two-story rear horizontal addition, and a roof deck. 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: Take DR and Approve with Modifications

C. COMMISSION MATTERS

8. Consideration of Adoption:
- [Draft Minutes for May 10, 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. [2018-001876PCA](#) (A. BUTKUS: (415) 575-9129)
OBSTRUCTIONS IN REQUIRED SETBACKS, YARDS, AND USABLE OPEN SPACE – Planning Code Amendment Initiation to allow in required setbacks, yards, and usable open space all projections of an architectural nature if they meet the specified requirements and to allow bay windows that do not meet the specified requirements to apply for a Zoning Administrator waiver; adopting findings, including environmental findings, Planning Code Sections 302 findings, and findings of consistency with the General Plan and Planning Code Section 101.1.
Preliminary Recommendation: Initiate and Schedule for Adoption on or After June 13, 2018
13. [2018-004047CWP-03](#) (T. OJEDA: (415) 558-6251)
HOUSING BALANCE REPORT – Informational Presentation - On April 21, 2015, the Board of Supervisors passed Ordinance No. 53-15 amending the Planning Code to include a new Section 103 requiring the Planning Department to monitor and report on the “housing balance” between new market rate housing and new affordable housing production. The ordinance required that reports are to be submitted by April 1 and October 1 of each year. This will be the sixth report in the series. The Ordinance also mandated an annual public hearing before the Board of Supervisors on the progress towards meeting the City’s affordable housing goals. This Informational Presentation will highlight the Report’s findings to the Commission.
Preliminary Recommendation: None - Informational
- 14a. [2017-002768CUA](#) (N. FOSTER: (415) 575-9167)
984-988 JACKSON STREET – north side of Jackson Street, between Mason and Powell Streets, Lot 017 in Assessor’s Block 0180 (District 3) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 209.1, 253 and 303 to permit a building to exceed 40 feet in height within a RH Zoning District. The proposed project would add a fourth floor (one-story) to the existing three-story-over-basement residential building containing 3 dwelling units, with a net addition of approximately 1,100 square feet of living space to the existing dwelling unit located on the third floor. The project does not add or remove any existing dwelling units, nor does the project add any off-street parking. With the addition of one floor, the building would reach a height of 44’-6”. Even though the underlying Bulk and Height District (65-A) for the subject property would allow for a taller structure, the Planning Code requires approval by the Planning Commission according to the procedures for conditional use approval. 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 November 30, 2017)
- 14b. [2017-002768VAR](#) (N. FOSTER: (415) 575-9167)
984-988 JACKSON STREET – north side of Jackson Street, between Mason and Powell Streets, Lot 017 in Assessor’s Block 0180 (District 3) – Request for **Variance** pursuant to Planning Code Section 134 (“Rear Yard”). The basic rear yard requirement for the subject property is 45 percent (or 33’-4”) which can be reduced down to the minimum rear yard depth of 25 percent or (18’-6”). In any case in which a rear yard requirement is thus reduced to the minimum rear yard depth, the last 10 feet of building depth thus permitted on the subject lot shall be limited to a height of 30 feet, pursuant to Section 134(c)(1). The Project proposes a vertical addition that exceeds 30 feet in height and the depth of the

proposed addition would encroach into last 10 feet of building depth; therefore a variance is required. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).

15. [2013.0152CUA](#) (C. MAY: (415) 575-9087)
2390 BUSH STREET – southwest corner of Pine and Steiner Streets, Lots 001, 003 and 004 in Assessor’s Block 0658 (District 5) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 303 and 209.1 for the expansion of a religious institution in an RH district, and pursuant to Planning Code Section 304 for Planned Unit Developments on lots not less than 1/2 acre in size. The project would demolish the existing 3-story school building fronting Pine Street and construct a new 2-4 story pastoral center including a parish hall, church offices, and child care facilities above a below-grade parking garage.
Preliminary Recommendation: Disapprove
16. [2014-002033DNX](#) (D. VU: (415) 575-9120)
429 BEALE STREET (ALSO 430 MAIN STREET) – midblock between Harrison and Bryant Streets, Lots 305 & 306 in Assessor’s Block 3767 (District 6) – Request for **Downtown Project Authorization**, pursuant to Planning Code Section 309.1, with an exception from the dwelling unit exposure requirement of Planning Code Section 140, to demolish an existing 35,625 sq. ft. commercial building, merge both parcels, and construct a new 140,280 sq. ft., nine- to ten-story and 84 ft. tall residential building containing 144 dwelling units, 10,800 sq. ft. of open space, 111 indoor bicycle parking spaces, and a 17,720 sq. ft. underground garage with 72 accessory automobile parking spaces. The subject property is located within a RH-DTR (Rincon Hill – Downtown Residential) Zoning District and 84-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 March 29, 2018)
Note: On March 29, 2018, after hearing and closing public comment; a motion to Approve with Conditions failed +3 -2 (Koppel, Richards against; Melgar, Moore absent); Continued to May 10, 2018 by a vote of +5 -0 (Melgar, Moore absent). On May 10, 2018, after hearing and closing public comment; a motion to Continue to May 24, 2018 failed +3 -4 (Fong, Johnson, Koppel, Moore against) and a motion to Approved with Conditions as amended including a 45’ separation for top four floors failed +3 -4 (Moore, Richards, Melgar, Hillis against); Continued to May 24, 2018 by a vote of +5 -2 (Koppel, Moore against).
17. [2015-012729CUA](#) (B. BENDIX: (415) 575-9114)
600 VAN NESS AVENUE – east side of Van Ness Avenue between Golden Gate Avenue and Elm Street; Lots 006-009 in Assessor’s Block 0763 (District 6) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 253, 253.2, 303, and 304 to construct an approx. 130-foot tall building of approx. 185,670 gross square feet and containing 168 dwelling units, approx. 6,200 square feet of ground floor retail, and up to 89 accessory off-street parking spaces. The project is seeking exceptions as a Planned Unit Development to the Planning Code’s requirements for floor area ratio (Section 124), rear yard (Section 134), and architectural obstructions over the public right-of-way (Section 136). The subject property has split zoning and is located within a RC-4 (Residential-Commercial, High Density) and NC-3 (Moderate-Scale Neighborhood Commercial) Zoning Districts, Van Ness Special Use District, and 130-V and 130-E 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 March 22, 2018)

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.

18. [2016-001466DRP](#) (B. BENDIX: (415) 575-9114)
1776 VALLEJO STREET – north side of Vallejo Street between Gough Street and Franklin Street; Lot 031 in Assessor's Block 0552 (District 2) – Request for **Discretionary Review** of Building Permit Application 2016.01.27.8103 within a RH-2 (Residential House, Two-Family) Zoning District and 40-X Height and Bulk District. The proposal is to construct a two-story single-family dwelling that fronts onto Vallejo Street. No changes are proposed to the existing two-story single-family dwelling at 2514 Gough Street. As proposed, the project requires a rear yard variance because it is within the required rear yard area. The variance was heard at a public hearing on December 7, 2016, under case 2016-001466VAR. 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 DR and Approve as Proposed
19. [2013.0847DRP](#) (B. BENDIX: (415) 575-9114)
1503 FRANCISCO STREET – southwest corner of Francisco and Octavia Streets; Lot 001 in Assessor's Block 0482 (District 2) – Request for **Discretionary Review** of Building Permit Application 2013.05.31.8402 within a RH-3 (Residential House, Three-Family) Zoning District and 40-X Height and Bulk District. The proposal includes excavation below the existing three-family dwelling, a fourth floor vertical addition, a new exterior façade, and interior renovations. 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 DR and Approve as Revised
20. [2016-015727DRP](#) (C. TOWNES: (415) 575-9195)
556 27TH STREET – north side of 27th Street between Castro Street and Noe Street; Lot 080 in Assessor's Block 6581 (District 8) - Request for **Discretionary Review** of building permit application No. 2016.1028.1418 within a RM-1 (Residential-Mixed, Low Density) Zoning District and 40-X Height and Bulk District. The proposal includes the construction of a 4-story (above two-level basement), up to 40-foot tall residential building containing seven dwelling units upon a vacant 5,700 square foot lot. The building would contain approximately 17,137 gross square feet and include seven off-street parking spaces accessed via a new 12-foot wide curb cut, seven Class 1 and one Class 2 bicycle parking spaces, rear balconies and an approximately 1,200 square foot roof deck. 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: Take DR and Approve with Modifications

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.