

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, October 11, 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. [2018-010759PCA](#) (D. SANCHEZ: (415) 575-9082)
MISSION ALCOHOLIC BEVERAGE SPECIAL USE DISTRICT AND MISSION STREET NEIGHBORHOOD COMMERCIAL TRANSIT DISTRICT – **Planning Code Amendment** introduced by Supervisor Ronen amending the Planning Code to require Conditional Use Authorization for Restaurants and prohibit new brewpubs within a subarea of the Mission Alcoholic Beverage Special Use District; to establish limits on the number of eating and drinking establishments, require Conditional Use Authorization for replacing Legacy Businesses and new bars, prohibit mergers of commercial space resulting in greater than 1,500 gross square feet, require ground-floor non-residential tenant space for large projects, and expand Philanthropic Service and Light Manufacturing uses in the Mission Street Neighborhood Commercial Transit District; 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 under Planning Code Section 302. Status update on the Mission Action Plan 2020 (MAP 2020) will also be heard as an informational item accompanying the Planning Code Amendment.
Preliminary Recommendation: Pending
 (Continued from Regular hearing on September 27, 2018)
(Proposed Continuance to October 18, 2018)

2. 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 **Shadow 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 Neighborhood Commercial Transit (NCT) Zoning District and 65-X Height and Bulk Districts.
Preliminary Recommendation: Pending
(Proposed Continuance to November 8, 2018)

3. 2016-007303ENV (J. POLLAK: (415) 575-8766)
5 THIRD STREET (HEARST BUILDING) – southeast corner of Market and Third streets at the Hearst Building; Lot 057 of Assessor’s Block 3707 – **Appeal of Preliminary Mitigated Negative Declaration** for conversion of the existing 131,650-gross-square-foot, 13-story, 187-foot-tall Hearst Building from office use to a mixed-use hotel with ground-level retail, new event space and rooftop bar and patio. The new mixed-use building would result in an approximately 131,500 gross square foot building with up to 170 hotel rooms, 5,920 square feet of office space, and 11,393 square feet of retail space, including 422 square feet of general retail and 4,005 square feet of restaurant/bar uses. No off-street parking would be provided. The project proposes to reconfigure the curb on Stevenson Street to provide a 60-foot-long passenger loading zone. The project site is located in a C-3-O (Downtown Office) Use District and 120-X Height and Bulk District.
(Proposed Continuance to November 15, 2018)
4. [2018-010552PCA](#) (D. SANCHEZ: (415) 575-9082)
PROHIBITING EMPLOYEE CAFETERIAS WITHIN OFFICE SPACE – **Planning Code Amendment** introduced by Supervisors Safai and Peskin to prohibit Employee Cafeterias, as defined in the Health Code, within Office space, except for existing Employee Cafeterias; 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 with Modifications
(Proposed Continuance to November 29, 2018)
5. 2018-003464CUA (M. CHANDLER: (415) 575-9048)
2253 MARKET STREET – south side between 16th and Sanchez Streets, Lot 017 in Assessor’s Block 3559 (District 8) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 764 and 303, to formally establish an approximately 825 square foot Institutional Use that provides job training services with accessory retail sales (d.b.a Alegre Home Care) at the ground floor of 2253 Market Street, within the Upper Market NCT (Neighborhood Commercial Transit) District and Market and Octavia Planning Areas. 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\(h\)](#).
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

6. [2017-011155CUA](#) (E. SAMONSKY: (415) 575-9112)
3122 16TH STREET – north side between Valencia and Albion Streets; Lot 017 in Assessor’s Block 3555 (District 8) – Request for **Conditional Use Authorization**, pursuant to Planning

Code Sections 145.2, 303, and 762 to establish an Outdoor Activity Area in the rear yard of an existing limited restaurant use (d.b.a. Stanza Cafe) and restaurant use (d.b.a. The Pork Store), located within the Valencia Street NCT (Neighborhood Commercial Transit) Zoning District and 55-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

7. [2018-001361CUA](#) (M. CHANDLER: (415) 575-9048)
[331 CLEMENT STREET](#) – south side between 4th and 5th Avenues; Lot 043 in Assessor’s Block 1436 (District 1) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 303 and 716 to permit change of use from Limited Restaurant to Restaurant within the Inner Clement Street NCD (Neighborhood Commercial District) Zoning District, and 40-X Height and Bulk district (d.b.a Taqueria Los Mayas). The existing business is to remain and change of use will permit onsite sale of beer and wine for operation as a bona fide eating establishment. This project was reviewed under the Community Business Priority Processing Program (CB3P). No exterior or interior modifications are to be made under this permit. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).
Preliminary Recommendation: Approve with Conditions

C. COMMISSION MATTERS

8. Consideration of Adoption:
- [Draft Minutes for September 27, 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.

- 12a. [2018-011152PCA](#) (A. BUTKUS: (415) 575-9129)
430 29TH AVENUE – Planning Code Amendment introduced by Supervisor Fewer to establish the 430-29th 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
- 12b. [2018-011152MAP](#) (A. BUTKUS: (415) 575-9129)
430 29TH AVENUE – Zoning Map Amendment introduced by Supervisor Fewer to establish the 430-29th 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. [2018-013375CRV](#) (C. GROB: (415) 575-9138)
UPDATES TO THE INCLUSIONARY HOUSING PROCEDURES MANUAL – Amending the **Inclusionary Affordable Housing Program Monitoring and Procedures Manual** (“Procedures Manual”) with various updates; adopting findings and findings of consistency with the General Plan and Planning Code Section 101.1.
Preliminary Recommendation: Adopt a Resolution Updating the Manual
14. [2017-000565CWP](#) (A. NELSON: (415) 575-8723)
COMMUNITY STABILIZATION AND ANTI-DISPLACEMENT – This **Informational Presentation** will introduce the Commission and the public to the Community Stabilization Strategy (CSS), one of the priority projects for the Citywide Planning Division. The Strategy is an inter-agency effort to provide City agencies, decision-makers and the public the comprehensive analysis and recommendations to make strategic decisions to stabilize our vulnerable communities as the City changes. Broader public outreach and engagement efforts will commence in January 2019. A draft of the Strategy will be released in early 2019.
Preliminary Recommendation: None – Informational
- 15a. [2015-005848DVA-02](#) (R. SUCRE: (415) 575-9108)
1629 MARKET STREET – located on the south side of Market Street between 12th and Brady Streets; Assessor’s Block 3505 Lots 001, 007, 008, 027, 028, 029, 031, 031A, 032, 032A, 033, 033A, and 035 (District 6) – Request for Approval of **Modifications to the Development Agreement** between the City and County of San Francisco and “Strada Brady, LLC” in

association with the 1629 Market Street Project. The proposed modifications to the Development Agreement will allow the use of affordable housing credits. Overall, the 1629 Market Street Mixed-Use Project would construct approximately 455,900 square feet of residential use that would contain up to 484 residential units, which includes approximately 100 affordable supportive housing units. In addition, the Project would include 32,100 square feet of union facility use, 13,000 square feet of ground-floor retail/restaurant use, and 33,500 square feet of publicly-accessible and residential open space. As part of the Project, the Project Sponsor would develop a new privately-owned publicly-accessible open space at the northeast corner of Brady and Colton Streets.

Preliminary Recommendation: Approve

- 15b. [2015-005848PCA-02](#) (R. SUCRE: (415) 575-9108)
1629 MARKET STREET – Planning Code Amendment introduced by Supervisor Jane Kim to amend Section 249.81 and modify the 1629 Market Street Special Use District (SUD) to reflect amendments to the affordable housing component of the Project’s Development Agreement (See Case No. 2015-005848DVA-05). The project site is currently located within a NCT-3 (Neighborhood Commercial Transit, Moderate Scale) and P (Public) Zoning Districts, and the OS (Open Space), 68-X and 85-X Height and Bulk Districts.
Preliminary Recommendation: Approve
16. [2014.0376CUA](#) (L. HOAGLAND: (415) 575-6823)
2918 MISSION STREET – west side of Mission Street between 25th and 26th Streets, Lots 002, 002A and 003 in the Assessor’s Block 6529 (District 9) - Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 121.1, 121.7 and 303, for Development of Large Lots in Neighborhood Commercial Districts and lot merger resulting in a lot frontage greater than 100 feet in the Mission Street NCT, for the project involving the new construction of an eight-story (84’-8”tall), 67,066 sq. ft. mixed-use building with 75 dwelling units, 6,954 sq. ft. of ground floor retail and 76 Class 1 and 14 Class 2 bicycle parking spaces. The proposed project would utilize the State Density Bonus Law (California Government Code Sections 65915-65918), and proposes waivers for rear yard, open space, dwelling unit exposure, height and bulk. The project site is located within a Mission St NCT (Neighborhood Commercial Transit) Zoning District, and 45-X, 55-X 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\(h\)](#).
Preliminary Recommendation: Disapprove
 (Continued from Regular hearing on September 27, 2018)
Note: On September 27, 2018, adopted a motion of intent to Disapprove by a vote of +4 -3 (Fong, Koppel, and Hillis against) and continued to October 11, 2018 by a vote of +6 -1 (Hillis against).
17. [2018-004644CUA](#) (D. WEISSGLASS: (415) 575-9177)
619 DIVISADERO STREET – west side of Divisadero Street between Grove and Hayes Streets, Lots 039-054 in Assessor’s Block 1201 (District 5) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 303, 303.1, and 759, to establish a Formula Retail use (d.b.a. “CorePower Yoga”) and to allow hours of operation from 5:30 a.m. to 11:00 p.m. daily. The subject property is located within a Divisadero Street NCT (Neighborhood Commercial Transit) Zoning 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: Disapprove

(Continued from Regular hearing on September 27, 2018)

Note: On September 6, 2018, adopted a motion of intent to Disapprove and continued to September 27, 2018 by a vote of +4 -3 (Fong, Melgar, and Hillis against).**On September 27, 2018, without hearing, continued to October 11, 2018 by a vote of +7 - 0.****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. [2015-000737DRP](#) (J. HORN: (415) 575-6925)
60 CLIFFORD TERRACE – north side of Clifford Terrace between Upper Terrace and Roosevelt Way, Lots 021 and 031 in Assessor’s Block 2618A (District 8) – Request for **Discretionary Review** of Building Permit Application Nos. 2014.04.30.4544 and 2018.01.16.8698, for construction of a one-story vertical addition, a side addition and a rear horizontal addition, and to remove an elevated walkway in the rear yard to the main house (lot 2618A/021). The project also includes the legalization of an existing roof deck on the rear garage structure (lot 2618A/031) 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
- 18b. [2015-000737VAR](#) (J. HORN: (415) 575-6925)
60 CLIFFORD TERRACE – north side of Clifford Terrace between Upper Terrace and Roosevelt Way, Lots 021 and 031 in Assessor’s Block 2618 (District 8) – Request for **Variations** from the rear yard requirements of Planning Code Section 134 to construct new stairs and a landing located entirely with the required rear yards of both subject properties. The project site is located in a RH-2 (Residential-House, Two-Family) Zoning District and 40-X Height and Bulk District.
19. [2017-004301DRP-02](#) (C. CAMPBELL: (415) 575-8732)
2420 TARAVAL STREET – between 34th and 35th Streets; Lot 017 in Assessor’s Block 2363 (District 4) – Request for **Discretionary Review** of Building Permit Application No. 2017.03.24.2277, for the construction of a rear horizontal addition to an existing 3-story single-family to accommodate two additional residential units within the Taraval Street Neighborhood Commercial 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
20. [2016-015887DRP](#) (D. WINSLOW: (415) 575-9159)
2025 15TH AVENUE – between Pacheco and Quintara; Lot 001D in Assessor’s Block 2135 (District 7) - Request for **Discretionary Review** of Building Permit Application No.

2016.1205.4125, for construction of a horizontal rear addition and a one-story vertical addition to a single-family dwelling an existing 2-story single-family home within a RH-1(D) (Residential, House, One-Family- Detached,) Zoning District and 40-X Height and Bulk District. This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).

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.