

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, April 25, 2019
1:00 p.m.
Regular Meeting

Commissioners:

Myrna Melgar, President
Joel Koppel, Vice President
Rich Hillis, Milicent Johnson,
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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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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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: Myrna Melgar
 Vice-President: Joel Koppel
 Commissioners: Rich Hillis, Milicent Johnson,
 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. 2018-013861PCAMAP (D. SANCHEZ: (415) 575-9082)
LARGE RESIDENCE SPECIAL USE DISTRICT – Planning Code and Zoning Map Amendment introduced by Supervisor Safai to create the District 11 Large Residence Special Use District (the area within a perimeter established by Brotherhood Way, Junipero Serra Boulevard, Holloway Avenue, Ashton Avenue, Holloway Avenue, Harold Avenue, Ocean Avenue, Geneva Avenue, Interstate 280, Tingley Street, Alemany Boulevard, Mission Street, Interstate 280, Stoneybrook Avenue, Cambridge Street, Stoneyford Avenue, Gladstone Drive, Sunglow Lane, Silver Avenue, Madison Street, Valmar Terrace, Peru Avenue, Burrows Street, western boundary of John McLaren Park, La Grande Avenue, western boundary of John McLaren Park, Brazil Avenue, Mansell Street, Persia Avenue, western boundary of John McLaren Park, La Grande Avenue, western boundary of John McLaren Park, Geneva Avenue, Carter Street, southeastern boundary of Census Tract 0263.02, Block 3005, and the southern boundary of San Francisco, Saint Charles Avenue, Interstate 280, straight-line extension northerly to Orizaba Avenue, Alemany Boulevard, and Brotherhood Way), to promote and enhance neighborhood character and affordability by requiring Conditional Use authorization for large residential developments in the 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 adopting findings of public necessity, convenience, and welfare under Planning Code, Section 302.
Preliminary Recommendation: Approve with Modifications
 (Continued from Regular hearing on April 11, 2019)
Note: On March 7, 2019, after hearing and closing public comment, continued to April 11, 2019 by a vote of +6 -0.
On April 11, 2019, without hearing, continued to April 25, 2019 by a vote of +5 -1 (Richards absent).
(Proposed Continuance to May 2, 2019)

2. 2017-013537CUA (K. DURANDET: (415) 575-6816)
233 SAN CARLOS STREET – between 19th and 20th Streets; Lot 032 of Assessor's Block 3596 (District 9) – Request for **Conditional Use Authorization**, pursuant to Planning Code Sections 209.4, 303 and 317, to demolish an existing single-family residence (measuring 1,302 square feet) and construct a new four-story, two-unit residence (measuring 3,689 square feet) with two off-street parking spaces. The subject property is located in the RTO-M (Residential Transit Oriented-Mission) Zoning District and 45-X Height & 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 February 21, 2019)

Note: On February 21, 2019, after hearing and closing public comment, continued to March 21, 2019 by a vote of +7 -0).

(Proposed Continuance to May 9, 2019)

- 3a. 2016-010589ENX (L. HOAGLAND: (415) 575-6823)
2300 HARRISON STREET – west side of Harrison Street between 19th and Mistral Streets; Lot 001 in Assessor’s Block 3593 (District 9) – Request for **Large Project Authorization**, pursuant to Planning Code Section 329, to demolish an existing surface parking lot and construct a six-story over basement garage, 75-foot tall, 78,096 square foot vertical addition to an existing 3-story, 42-foot tall, 68,538 square foot office building. The addition will result in a mixed-use building with 24 dwelling units, 27,152 square feet of additional office space, 3,242 square feet of ground floor retail, 1,158 square feet of ground floor arts activities/retail space, 31 additional Class 1 bicycle parking spaces, 8 Class 2 bicycle parking spaces and a total of 41 off-street parking spaces. The dwelling-unit mix includes 14 one-bedroom and 10 two-bedroom units. The Project includes 4,922 square feet of usable open space through a combination of private and common open space. The proposed project would utilize the State Density Bonus Law (California Government Code Sections 65915-65918), and proposes waivers for building height, ground floor active uses and narrow street height limit, and a concession for rear yard in a UMU (Urban Mixed-Use) District and 68-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

(Proposed Continuance to May 9, 2019)

- 3b. 2016-010589OFA (L. HOAGLAND: (415) 575-6823)
2300 HARRISON STREET – west side of Harrison Street between 19th and Mistral Streets; Lot 001 in Assessor’s Block 3593 (District 9) - Request for **Office Development Authorization**, pursuant to Planning Code Sections 321 and 322, to authorize 27,185 gross square feet of office space from the Office Development Annual Limit. The subject property is located within a UMU (Urban Mixed-Use) District and 68-X Height and Bulk District.

Preliminary Recommendation: Approve with Conditions

(Proposed Continuance to May 9, 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. [2018-017254CUA](#) (D. GANETSOS: (415) 575-9172)
2750 JACKSON STREET – north side between Divisadero and Scott Streets, Lot 018 in Assessor’s Block 0978 (District 2) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 209.1 and 303 to allow an increase in student enrollment at the Town School for Boys from 414 students to 450 students over a two-year period within a RH-2 (Residential-House, Two Family) Zoning District and 40-X Height and Bulk District. A

maximum student enrollment of 400 students was permitted under a previous Conditional Use Authorization (2011.0277C). No change of use, construction, or tenant improvements are associated with this proposal. This project was reviewed under the Community Business Priority Processing Program (CB3P). This action constitutes the Approval Action for the project for the purposes of CEQA, pursuant to San Francisco Administrative Code Section [31.04\(h\)](#).

Preliminary Recommendation: Approve with Conditions

C. COMMISSION MATTERS

5. Consideration of Adoption:
 - [Draft Minutes for April 11, 2019](#)
6. 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

7. Director's Announcements
8. 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. When the number of speakers exceed the 15-minute limit, General Public Comment may be moved to the end of the Agenda.

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.

9. [2018-011653PCA](#) (A. BUTKUS: (415) 575-9129)
TEMPORARY USES ON DEVELOPMENT SITES – Planning Code Amendment to enable the use of development project sites during the project approval and entitlement process by authorizing the Planning Department to authorize certain interim activities at

development project sites as Temporary Uses for up to 36 months, subject to extension at the discretion of the Planning Director in increments for up to a maximum possible total of 36 additional months; adopting the Planning Department's determination under the California Environmental Quality Act; making findings of public convenience, necessity, and welfare under Planning Code, Section 302; and making findings of consistency with the General Plan and the eight priority policies of Planning Code, Section 101.1.

Preliminary Recommendation: Approve with Modifications

10. [2015-010192CWP](#) (J. FRANCIS: (415) 575-9147)
POTRERO POWER STATION – the area generally bounded by Illinois Street on the west, 23rd Street on the south San Francisco Bay on the East, and 22nd Street on the north, Assessor's Block and Lots: 4175/002; 4175/017; 4175/018; 4232/001; 4232/006; and non-assessed Port and City/County of San Francisco properties (District 10). This is an **Informational Presentation** on the proposed Potrero Power Station Mixed-Use Development Project, located in the Central Waterfront at the site of the former power station decommissioned in 2011 by then-owner Mirant Potrero LLC. Associate Capital, the project sponsor, seeks to redevelop the ~29-acre site for a multi-phased, mixed-use development, and activate a new waterfront open space. The proposed project would rezone the site, establish land use controls, develop design standards, and provide for development of residential, commercial (including office, research and development/life science, retail, hotel, and production, distribution, and repair), 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 (gsf) of uses.
Preliminary Recommendation: None – Informational
- 11a. [2016-007303PCA](#) (S. ADINA: (415) 575-8722)
5 THIRD STREET (HEARST BUILDING) – located on the east side between Market and Stevenson Streets, Assessor's Block 3707, Lot 057 (District 6). Consideration of **Planning Code Amendment** to Section 188 – Noncomplying Structures: Enlargements, Alterations and Reconstruction within a C-3-O (Downtown-Office) Zoning District and 120-X Height and Bulk District. The Historic Preservation Commission will consider the proposal from the Project Sponsor to adopt an Ordinance that would extend the expiration date of Section 188(g) to allow Terrace Infill on a noncomplying structure designated as a Significant Building under Article 11 of the Code and would amend the text to allow for rooftop infill along the primary building frontage if obscured from view by existing parapet walls.
Preliminary Recommendation: Approve the resolution to recommend approval of the Planning Code amendments to the Board of Supervisors.
- 11b. [2016-007303DNX](#) (S. ADINA: (415) 575-8722)
5 THIRD STREET (HEARST BUILDING) – located on the east side between Market and Stevenson Streets, Assessor's Block 3707, Lot 057 (District 6). Request for **Downtown Project Authorization** pursuant to Planning Code Section 309, with an exception to off-street freight loading requirements (Section 152.1) within a C-3-O (Downtown-Office) Zoning District and 120-X Height and Bulk District. The Hearst Building occupies a 13,333 sf lot and includes structures identified under three building addresses: Five 3rd St., 17-29 3rd St. and 190 Stevenson St. The project proposes rehabilitation of the existing 13-story,

161,108 sf building for use as a 170-room hotel with retail on the ground floor and basement level, offices on floors two and three, and rooftop terraces. The historic lobby will be retained and a new passenger loading area and hotel entrance will be created on Stevenson Street.

Preliminary Recommendation: Approve with Conditions

- 11c. [2016-007303CUA](#) (S. ADINA: (415) 575-8722)
5 THIRD STREET (HEARST BUILDING) – located on the east side between Market and Stevenson Streets, Assessor’s Block 3707, Lot 057 (District 6). Request for **Conditional Use Authorization** pursuant to Planning Code Sections 210.2 and 303 to establish a hotel use within a C-3-O (Downtown-Office) Zoning District and 120-X Height and Bulk District. The Hearst Building occupies a 13,333 sf lot and includes structures identified under three building addresses: Five 3rd St., 17-29 3rd St. and 190 Stevenson St. The project proposes rehabilitation of the existing 13-story, 161,108 sf building for use as a 170-room hotel with retail on the ground floor and basement level, offices on floors two and three, and rooftop terraces. The historic lobby will be retained and a new passenger loading area and hotel entrance will be created on Stevenson Street.
Preliminary Recommendation: Approve with Conditions
12. [2018-007366CUA](#) (N. FOSTER: (415) 575-9167)
838 GRANT AVENUE – east side of Grant Avenue, between Washington and Clay Streets, Lot 005 in Assessor’s Block 0209 (District 3) – Request for **Conditional Use Authorization** to establish a new 7,138 gross square foot Restaurant Use (d.b.a. “Cityview”) within an existing, ground-floor commercial tenant space fronting Walter U. Lum Place. The proposed restaurant would operate from 10:30 a.m. to 12:00 a.m. daily and utilize an ABC Type 47 License (on-sale general, eating place). The Project involves interior and exterior tenant improvements, including a 4’-4” horizontal expansion of the tenant space into a recessed opening fronting Walter U. Lum Place, within the Chinatown Visitor Retail Zoning District and 50-N 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 7, 2019)
13. [2015-015789ENX](#) (K. DURANDET: (415) 575-6816)
828 BRANNAN STREET – north side, at the corner of Langton Street; Lot 004E in Assessor’s Block 3780 (District 6). Request for **Large Project Authorization** pursuant to Planning Code Section 329 to demolish the existing building on the site, and construct a seven-story, 68-foot tall, approximately 58,553 gross-square-foot (gsf) mixed-use building which would consist of 50 dwellings. The ground floor provides a residential lobby, community/fitness room, bicycle storage room for 30 Class 1 bicycle parking spaces, 2,104 sf of commercial space, and a trash room. Below grade 7,651 gsf provides 22 auto parking spaces including 1 car share, 60 Class 1 bicycle parking spaces, building services and storage. The project would provide approximately 2,687 gsf in the rear yard and 4,078 gsf on a roof deck of common open space and approximately 455 gsf of private open space (a total of 5 private balconies) on floors three to seven and is seeking exceptions to Planning Code Sections 134 for a rear yard modification and 140 for dwelling unit exposure, in a UMU (Urban Mixed Use) Zoning District, and 68-X Height and Bulk District in the South of Market

Neighborhood. 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

- 14a. [2018-000547CUA](#) (J. HORN: (415) 575-6925)
42 ORD COURT – through lot bounded by Ord Court and States Street, Lot 060 in Assessor’s Block 2619 (District 8) – Request for a **Conditional Use Authorization** pursuant to Planning Code Sections 249.77 and 303(c), to construct a vertical and horizontal addition to an existing 1,110 gross square foot, two-story single-family home located on a through lot that extends to States Street. An unoccupied, illegal dwelling unit is located within a 297 square foot uninhabitable (6’-10” internal height) area of the 1st floor. The existing structure will remain but be lifted 2 feet in height, two floors will be added on top of the rear portion of the existing structure and a 4-story horizontal rear addition will be constructed. In total, the proposed structure is 4,110 gross square feet in size and will provide two residential units and a new garage. The project is within a RH-2 (Residential House, Two-Family) Zoning District, 40-X Height and Bulk District, and Corona Heights Large Residence Special Use District (Planning Code Sec 249.77). 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 7, 2019)
- 14b. [2018-000547VAR](#) (J. HORN: (415) 575-6925)
42 ORD COURT – through lot bounded by Ord Court and States Street, Lot 060 in Assessor’s Block 2619 (District 8) – Request for a **Variance** from the Planning Code for front setback requirements, pursuant to Planning Code Section 132. The subject property is located within a RH-2 (Residential – House, Two Family) Zoning District, the Corona Heights Large Residence Special Use District and 40-X Height and Bulk District.
15. [2018-010426CUA](#) (C. MAY: (415) 575-9087)
2675 GEARY BOULEVARD – southeast corner of Geary Boulevard and Masonic Avenue, Lot 001 in Assessor’s Block 1094 (District 5) – Request for a **Conditional Use Authorization** pursuant to Planning Code Sections 303, 303.1 and 712 to permit a Formula Retail use (d.b.a. PetSmart) and a Kennel use within the two-story building, currently under construction on the southeast corner of the subject property within a NC-3 (Moderate Scale 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: Approve with Conditions
16. [2017-012697CUA](#) (S. YOUNG: (415) 558-6346)
3944A GEARY BOULEVARD – north side between 3rd and 4th Avenues; Lot 019 in Assessor’s Block 1435 (District 1) – Request for **Conditional Use Authorization** pursuant to Planning Code Sections 303 and 712 to legalize the change of use of an existing personal service establishment (cosmetology & beauty salon) with accessory foot/chair massage use to a Massage Establishment Use with accessory personal service use (d.b.a. U2 Beauty Health Center) located on the second floor of the two-story commercial building. The project site is located within a NC-3 (Moderate-Scale 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: Approve with Conditions

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.

17. [2018-003223DRP](#) (D. WINSLOW: (415) 575-9159)
15 EL SERENO COURT – between Rio Court; Lot 025 in Assessor’s Block 2968B (District 7) - Request for **Discretionary Review** of Building Permit Application No. 2018.0302.2730 for new construction of a one-story horizontal addition to a one-family house within the 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
(Continued from Regular hearing on April 11, 2019)

18. [2016-000240DRP](#) (D. WINSLOW: (415) 575-9159)
1322 WAWONA STREET – at 24th Avenue; Lot 003G in Assessor’s Block 2472 (District 4) - Request for **Discretionary Review** of Building Permit Application No. 2014.1126.2656 for a 2-story horizontal addition, excavation for garage, and reconfiguration of exterior front stairs of a two-story one-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

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.