



# MAYOR'S EXECUTIVE DIRECTIVE ON HOUSING PRODUCTION

INFORMATIONAL STATUS REPORT

San Francisco Planning Commission | August 22, 2019



**San Francisco**  
**Planning**

# **EXECUTIVE DIRECTIVE 17-02 ON HOUSING PRODUCTION**





# Mayor's Executive Directive 17-02 on Housing Production



## 1. Approval Deadlines [pre-entitlement]

**Months from stable  
project to entitlement :**

|    |                 |
|----|-----------------|
| 6  | no CEQA project |
| 9  | CEQA exemptions |
| 12 | ND, MND, CPE    |
| 18 | EIR             |
| 22 | complex EIR     |



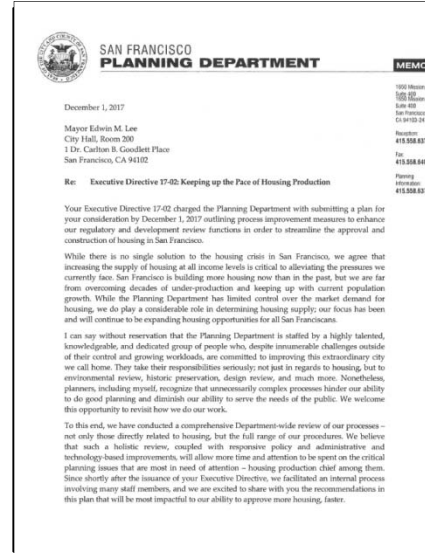
## 2. Approval Deadlines [post-entitlement]

**ONE YEAR** from complete  
phase application to  
construction permits



## 3. Accountability

- / Hearings scheduled  
within timeframes
- / Senior manager
- / Regular reporting



## 4. Improvement Plans

**PRE-Entitlement Plan  
[Planning + DBI]**

**POST-Entitlement Plan  
[Planning, DBI, MOD,  
SFMTA, Public Works,  
PUC, SFFD, RPD]**

# PROCESS IMPROVEMENTS: 2017 PLAN



# Process Improvements Plan

## APPLICATION INTAKE AND REVIEW



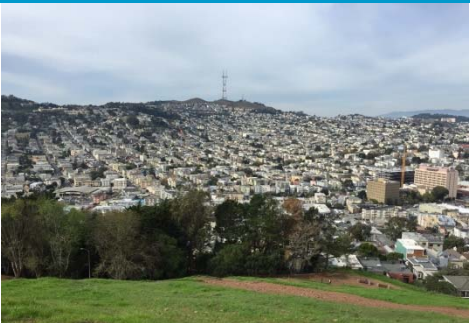
The application process should be the foundation of sponsor, staff, and public understanding of project details and review timeframes.

## ROUTINE PROJECT AND PERMITS



Over-the-counter and administrative approvals reduce backlog and leave more time for priority projects.

## ENVIRONMENTAL AND DESIGN REVIEW



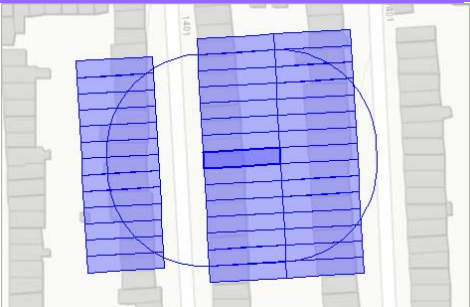
Successful mitigations and design can be applied broadly, reserving more complex analysis for when it's needed most.

## PLANNING CODE AND COMMISSION POLICIES



A clear Planning Code reduces room for delay. Focusing Commission review on the projects that need it most maximizes the value of public discussion.

## ADMINISTRATION AND TECHNOLOGY



By continually updating our systems and tools, we can serve the public better and keep growing our capacity.

# **PROCESS IMPROVEMENTS: STATUS REPORT, Q2 2019**



## APPLICATION INTAKE AND REVIEW

### Project Application: Consolidated project review



Combined Planning comments  
(Environmental, Planning Code, Design, Streetscape)

1. Preliminary Project Application (PPA): 60 days
2. Project Application for all types of review
3. Notice of Incomplete Application (NIA): 30 days
4. Plan Check Letter (PCL): 90 days
5. Target Hearing Date: 6 to 22 months in advance





## Project Review Performance: June 2018 – June 2019

| Review Milestone                       | Performance Target                                 | Average Performance | Percent Meeting Target | Projects (total units) |
|--|--|---------------------|------------------------|------------------------|
| Preliminary Project Application (PPA)  | Issue PPA in <b>60 days</b>                        | 62 days             | 63% of projects        | 38<br>(3,931)          |
| Notice of Incomplete Application (NIA) | Issue first NIA or mark Accepted in <b>30 days</b> | 18 days             | 90% of projects        | 68<br>(2,915)          |
| Plan Check Letter (PCL)                | Issue first PCL in <b>90 days</b>                  | 79 days             | 53% of projects        | 34<br>(1,408)          |

Note: Data do not include ADU and Legalization projects. These are tracked separately under a separate expedited review.



## Target Approval Performance: June 2018 – June 2019

| Project Status   | Projects  | % of Total | Units        | % of Total |
|--|-----------|------------|--------------|------------|
| Submitted<br>pending review                                    | 2         | 3%         | 13           | <1%        |
| Accepted / NIA issued<br>pending Plan Check Letter             | 27        | 42%        | 905          | 40%        |
| Plan Check Letter issued<br>pending Stable Project Description | 21        | 32%        | 556          | 24%        |
| Project Description Stable<br>pending approval                 | 4         | 6%         | 150          | 6%         |
| Approved   | 11        | 17%        | 695          | 30%        |
| <b>Total</b>   | <b>65</b> |            | <b>2,318</b> |            |

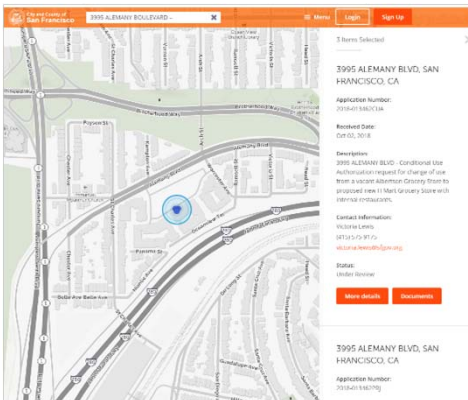
Note: All residential projects filed since June 1, 2018; current status as of June 30, 2019

## APPLICATION INTAKE AND REVIEW



### Public Notice Streamlining (2017)

- Consolidated ~30 notice requirements into ~6
- Online notices: [sfplanning.org/notices](https://sfplanning.org/notices)
- Mailing to tenants in all cases



### Public Notice Redesign (2019-20)

- Clear and concise information, in multiple languages
- More accessible mailers and posters
- Simplify staff process to generate notices





## ENVIRONMENTAL AND DESIGN REVIEW



### Historic Resource Assessment (HRA) Pilot

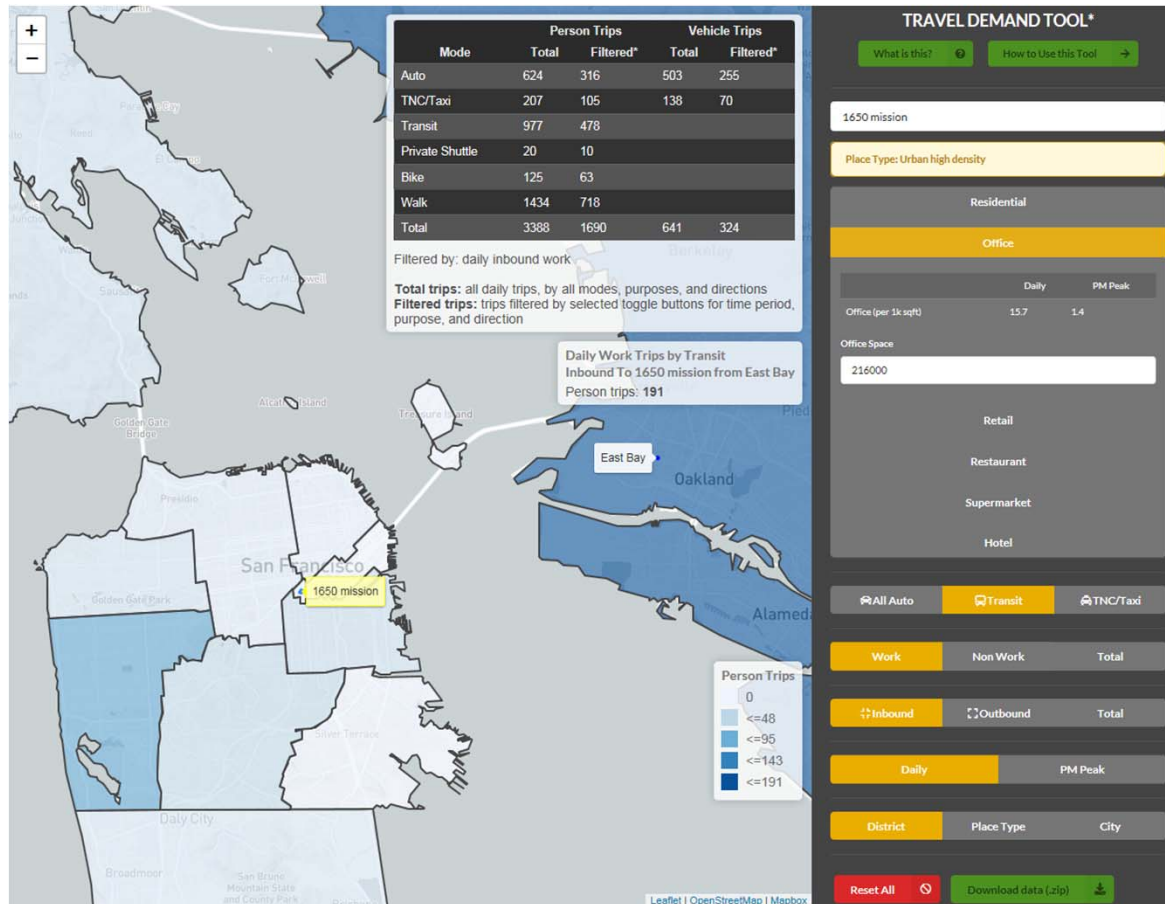
- Pre-project historic resource screening
- Provides greater certainty, earlier
- As of June 2019:
  - Total HRA applications: 42
  - Response letters issued: 27
  - Average response time: 61 days (vs 60 day target)
  - Results:
    - 25 properties deemed “Category C – No Historic Resource”
    - 1 property deemed “Category A – Historic Resource Present”
    - 1 property remained “Category B – Unknown / Age Eligible”





# ENVIRONMENTAL AND DESIGN REVIEW

## Online Travel Demand Estimator



- Launched February 2019
- Publicly available: [sftraveldemand.sfcta.org](https://sftraveldemand.sfcta.org)
- Consolidates multiple databases into one interactive tool
- Expedites CEQA transportation analysis

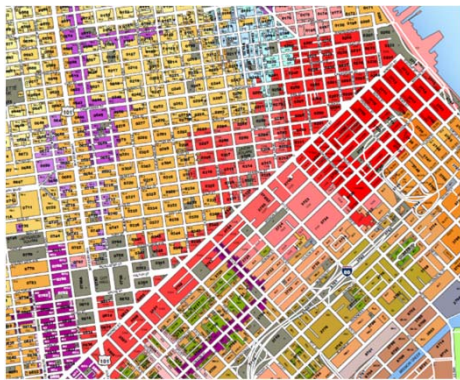
# ENVIRONMENTAL AND DESIGN REVIEW

## Standard Conditions of Approval for CEQA topics



- Apply environmental mitigations with a package of standard measures for certain topics, as appropriate:
  - Air Quality, Archeology, Biological Resources, Noise, Paleontology, Transportation
- Precedents:
  - Maher Ordinance, Dust Control Ordinance, TDM
  - City of Oakland Standard Conditions package (2008)
- Benefits:
  - More transparent and predictable mitigation requirements
  - Expedite environmental review for some projects, while applying “best practice” mitigation requirements consistently

## PLANNING CODE AND COMMISSION POLICIES

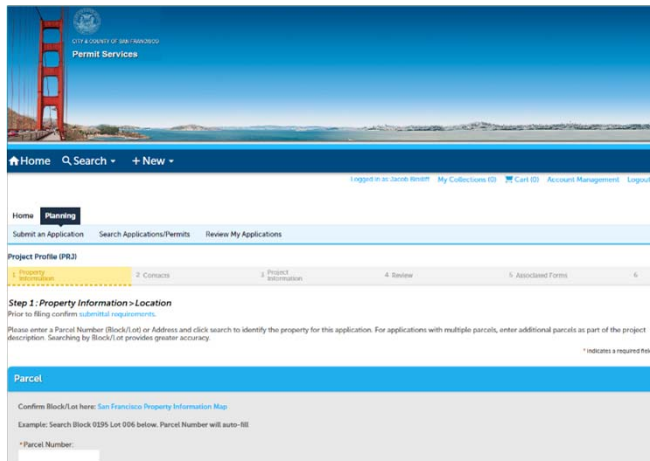
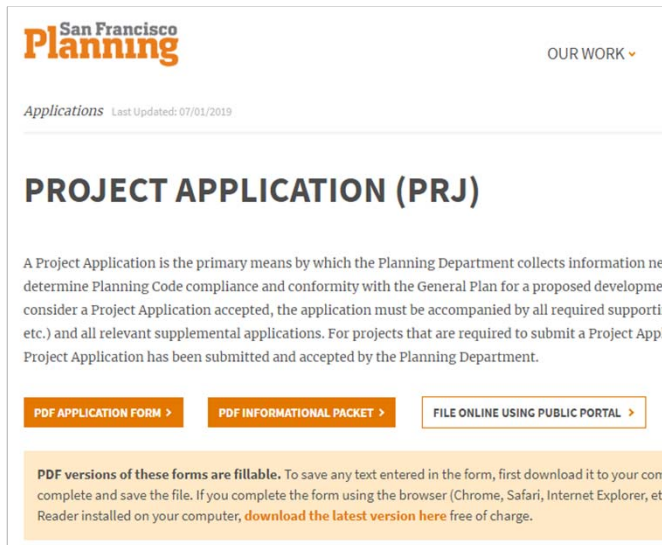


### Target Approval Dates for Housing Projects

- “Stable” projects are assigned a Target Hearing Date (6 to 22 months, based on environmental review)
- Delayed projects will be reported to Planning Commission in a “Project Status Report” on the Target Date, indicating the cause of delay
- For projects filed since June 2018:
  - All approved projects within Target Timeframe; no delays
  - “Stable” projects currently have Target Hearing Dates; next is in January 2020



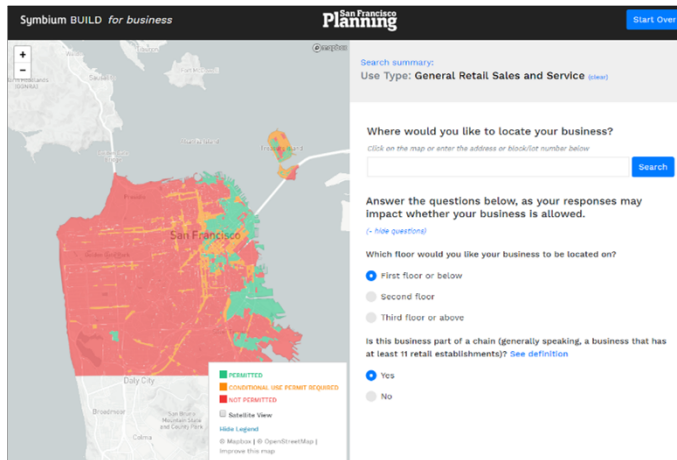
# ADMINISTRATION AND TECHNOLOGY



## Online Submittal for Project Applications

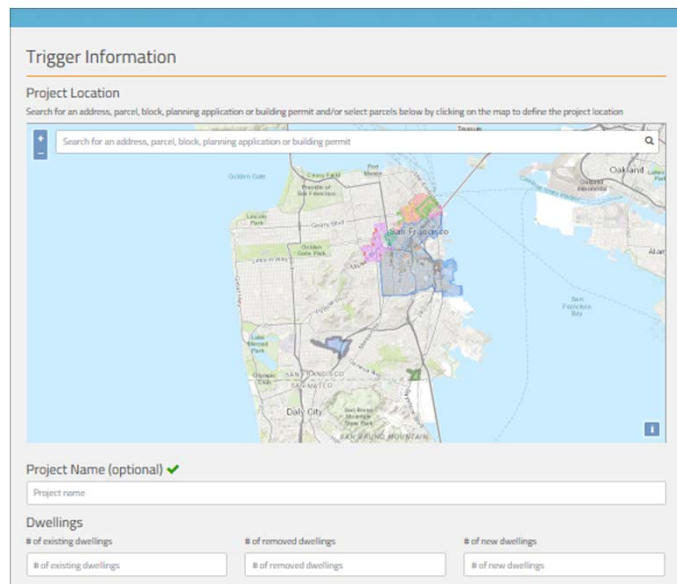
- Launched May 2019
- New Project Applications may be filed online, including Supplemental Applications, Plan sets, and other required materials:  
<https://sfplanning.org/resource/prj-application>
- Benefits:
  - Time, cost savings for applicants
  - Increase compliance with consolidated review process
  - Improved tracking and reporting

# ADMINISTRATION AND TECHNOLOGY



## Business Zoning Check

- Launched April 2019
- Online tool to identify sites where uses are permitted or conditionally permitted:  
[sfplanning.org/resource/business-zoning-check](https://sfplanning.org/resource/business-zoning-check)
- Compliment to Planning Information Center staff



## Impact Fee Calculator

- Launched April 2019
- Internal web-based tool for staff
- Improves consistency and transparency in assessing complex impact fees

THANK YOU



**San Francisco**  
**Planning**

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