



SAN FRANCISCO PLANNING DEPARTMENT

DATE: July 26, 2012
TO: Historic Preservation Commission
FROM: Timothy Frye, Preservation Coordinator, (415) 575-6822
RE: Amendments to Articles 10 and 11 as approved
by the Board of Supervisors

Attached for your use are copies of the amendments to Articles 10 and 11 of the Planning Code approved by the Board of Supervisors. As you are aware the Board made additional amendments to the legislation at its May 8, 2012 hearing. Planning staff will give a short informational overview of the final amendments and will be available for questions. The amendments went into effect on June 20, 2012 and are currently available to the public through the Department's online Planning Code located at <http://www.sfplanning.org/>. The Department will forward clean copies of Article 10 and 11 to the Commission via hard copy and email when received by the vendor.

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1 [Planning Code - Article 10 - Landmarks Preservation]

2
3 **Ordinance amending the San Francisco Planning Code, Article 10, entitled**
4 **"Preservation of Historical Architectural and Aesthetic Landmarks," in its entirety;**
5 **and making findings, including environmental findings and findings of consistency**
6 **with the General Plan and Planning Code Section 101.1(b).**

7 NOTE: Additions are *single-underline italics Times New Roman*;
8 deletions are *strike-through italics Times New Roman*.
9 Board amendment additions are double-underlined;
10 Board amendment deletions are ~~strikethrough-normal~~.

11 Be it ordained by the People of the City and County of San Francisco:

12 Section 1. Findings. The Board of Supervisors of the City and County of San
13 Francisco hereby finds and determines that:

14 (a) General Plan and Planning Code Findings.

15 (1) On February 2, 2012, at a duly noticed public hearing, the Planning
16 Commission in Resolution No. 18531 found that the proposed Planning Code amendments
17 contained in this ordinance were consistent with the City's General Plan and with Planning
18 Code Section 101.1(b). In addition, the Planning Commission recommended that the Board
19 of Supervisors adopt the proposed Planning Code amendments. A copy of said Resolution
20 is on file with the Clerk of the Board of Supervisors in File No. 120300 and is incorporated
21 herein by reference. The Board finds that the proposed Planning Code amendments
22 contained in this ordinance are on balance consistent with the City's General Plan and with
23 Planning Code Section 101.1(b) for the reasons set forth in said Resolution.

24 (2) Pursuant to Planning Code Section 302, the Board finds that the proposed
25 ordinance will serve the public necessity, convenience and welfare for the reasons set forth

1 in Planning Commission Resolution No. 18531, which reasons are incorporated herein by
2 reference as though fully set forth.

3 (b) Historic Preservation Commission Findings. On October 19, 2011 at a duly
4 noticed public hearing, the Historic Preservation Commission in Resolution No. 666
5 reviewed the proposed Planning Code amendments and recommended that the Board of
6 Supervisors adopt some of the proposed amendments. On February 1, 2012 at a duly
7 noticed public hearing, the Historic Preservation Commission reviewed additional possible
8 amendments to Article 10, some of which have been incorporated into the proposed
9 Planning Code amendments, provided additional recommendations, and incorporated all of
10 its prior recommendations in Resolution No. 672, which supersedes its Resolution No. 666.
11 A copy of said Resolution 672 and any additional recommendations of the Historic
12 Preservation Commission are on file with the Clerk of the Board of Supervisors in File No.
13 120300.

14 (c) Environmental Findings. The Planning Department has determined that the
15 actions contemplated in this Ordinance are exempt from the California Environmental
16 Quality Act (California Public Resources Code section 21000 et seq.) (CEQA) under Section
17 15060(c)(2) of the CEQA Guidelines to the California Environ. Said determination is on file
18 with the Clerk of the Board of Supervisors in File No. 120300 and is incorporated herein by
19 reference.

20
21 Section 2. The San Francisco Planning Code is hereby amended by amending
22 Article 10, to read as follows:

23 ARTICLE 10: PRESERVATION OF HISTORICAL ARCHITECTURAL AND
24 AESTHETIC LANDMARKS

25 Sec. 1001. Purposes.

1 Sec. 1002. Powers and Duties of Planning Department of City Planning and City
2 Planning Historic Preservation Commission.

3 Sec. 1003. ~~Landmarks Preservation Advisory Board~~ Historic Preservation Commission.

4 Sec. 1004. Designation of Landmarks and Historic Districts.

5 Sec. 1004.1. Nomination and Initiation of Landmark and Historic District Designation.

6 Sec. 1004.2. ~~Referral to Landmarks Preservation Advisory Board~~ Decision by the Historic
7 Preservation Commission.

8 Sec. 1004.3. ~~Hearing by City Planning Commission. Sec. 1004.4.~~ Designation by Board of
9 Supervisors.

10 Sec. ~~1004.5~~ 1004.4. Appeal to Board of Supervisors.

11 Sec. ~~1004.6~~ 1004.5. Notice of Designation by Board of Supervisors.

12 Sec. ~~1004.7~~ 1004.6. Notice of Amendment or Rescission of Designation.

13 Sec. 1005. Conformity and Permits.

14 Sec. 1006. Certificate of Appropriateness Required.

15 Sec. 1006.1. Applications for Certificate of Appropriateness.

16 Sec. 1006.2. Review by Planning Department of City Planning and City Planning
17 Commission.

18 Sec. 1006.3. Scheduling and Notice of Hearing.

19 Sec. 1006.4. ~~Referral to Advisory Board Prior to Hearing. Sec. 1006.5.~~ Conduct of Hearing;
20 Decision.

21 Sec. ~~1006.6~~ 1006.5. Nature of Planning Historic Preservation Commission Decision.

22 Sec. ~~1006.7~~ 1006.6. Standards for Review of Applications.

23 Sec. ~~1006.8~~ 1006.7. Appeals ~~from Planning Commission Decision of a Certificate of~~
24 Appropriateness.

25 Sec. 1007. Unsafe or Dangerous Conditions.

1 Sec. 1008. Compliance with Maintenance Requirements.

2 Sec. 1009. Advice and Guidance to Property Owners.

3 Sec. 1010. Property Owned by Public Agencies.

4 Sec. 1011. Recognition of Structures of Merit.

5 Sec. 1012. Referral of Certain Matters.

6 Sec. 1013. Enforcement and Penalties.

7 Sec. 1014. Applicability.

8 Sec. 1015. Severability.

9 Appendix A List of Designated Landmarks.

10 Appendix B Jackson Square Historic District.

11 Appendix C Webster Street Historic District.

12 Appendix D Northeast Waterfront Historic District.

13 Appendix E Alamo Square Historic District.

14 Appendix F Liberty-Hill Historic District.

15 Appendix G Telegraph Hill Historic District.

16 Appendix H Blackstone Court Historic District.

17 Appendix I South End Historic District.

18 Appendix J Civic Center Historic District.

19 Appendix K Bush Street-Cottage Row Historic District.

20 Appendix L Dogpatch Historic District.

21 SEC. 1001. PURPOSES.

22 It is hereby found that structures, sites and areas of special character or special
23 historical, architectural or aesthetic interest or value have been and continue to be
24 unnecessarily destroyed or impaired, despite the feasibility of preserving them. It is further
25 found that the prevention of such needless destruction and impairment is essential to the

Supervisor Wiener
BOARD OF SUPERVISORS

1 health, safety and general welfare of the public. The purpose of this legislation is to promote
2 the health, safety and general welfare of the public through:

3 (a) The protection, enhancement, perpetuation and use of structures, sites and
4 areas that are reminders of past eras, events and persons important in local, State or national
5 history, or which provide significant examples of architectural styles of the past or are
6 landmarks in the history of architecture, or which are unique and irreplaceable assets to the
7 City and its neighborhoods, or which provide for this and future generations examples of the
8 physical surroundings in which past generations lived;

9 (b) The development and maintenance of appropriate settings and environment for
10 such structures, and in such sites and areas;

11 (c) The enhancement of property values, the stabilization of neighborhoods and
12 areas of the City, the increase of economic and financial benefits to the City and its
13 inhabitants, and the promotion of tourist trade and interest;

14 (d) The preservation and encouragement of a City of varied architectural styles,
15 reflecting the distinct phases of its history: cultural, social, economic, political and architectural
16 and

17 (e) The enrichment of human life in its educational and cultural dimensions in order
18 to serve spiritual as well as material needs, by fostering knowledge of the living heritage of the
19 past.

20 SEC. 1002. POWERS AND DUTIES OF PLANNING DEPARTMENT OF CITY
21 PLANNING AND CITY PLANNING HISTORIC PRESERVATION COMMISSION.

22 The Planning Department of City Planning (hereinafter referred to as the "Department") and
23 the Planning Commission Historic Preservation Commission ("HPC") shall have and exercise the
24 powers and shall perform the duties set forth in this Section and elsewhere in this Article 10
25 with respect to historical preservation. ~~The Department and the Planning Commission shall be~~

1 ~~advised in the exercise and performance of their powers and duties by the Landmarks Preservation~~
2 ~~Advisory Board hereinafter created.~~

3 (a) The ~~Planning Commission~~HPC:

4 (1) Shall recommend to the Board of Supervisors, after public hearing, on the
5 designation of landmarks and historic districts, as more fully set forth ~~in Section 1004.3~~ below in
6 this Article 10;

7 (2) Shall ~~in appropriate cases, after public hearing,~~ review and decide on applications
8 for construction, alteration, demolition and other applications pertaining to landmark sites and
9 historic districts, as more fully set forth below in this Article 10;

10 (3) May take steps to encourage or bring about preservation of structures or other
11 features where the ~~Planning Commission~~HPC has decided to suspend action on an application,
12 as more fully set forth in Section 1006.6 below; ~~and~~

13 (4) May establish and maintain a list of structures and other features deemed
14 deserving of official recognition although not designated as landmarks or historic districts, and
15 take appropriate measures of recognition, as more fully set forth in Section 1011 below;

16 (5) Shall have the authority to review and comment upon environmental documents under
17 the California Environmental Quality Act and the National Environmental Policy Act for proposed
18 projects that may have an impact on historic or cultural resources;

19 (6) Shall act as the City's local historic preservation review commission for the purposes of
20 the Certified Local Government Program, may recommend properties for inclusion in the National
21 Register of Historic Places, and may review and comment on federal undertakings where authorized
22 under the National Historic Preservation Act;

23 (7) Shall review and comment upon any agreements proposed under the National Historic
24 Preservation Act where the City is a signatory prior to any approval action on such agreement;

1 (8) Shall have the authority to oversee and direct the survey and inventory of historic
2 properties;

3 (9) Shall review and provide written reports to the Planning Commission and Board of
4 Supervisors on ordinances and resolutions concerning historic preservation issues and historic
5 resources, redevelopment project plans, waterfront land use and project plans, and such other matters
6 as may be prescribed by ordinance;

7 (10) Shall have the authority to recommend approval, disapproval, or modification of
8 historical property contracts pursuant to the state Mills Act to the Board of Supervisors, without
9 referral or recommendation of the Planning Commission; and

10 (11) Shall recommend to the Planning Commission a Preservation Element of the General
11 Plan, shall periodically recommend to the Planning Commission proposed amendments to such
12 Preservation Element of the General Plan, and shall comment and provide recommendations to the
13 Planning Commission and the Board of Supervisors on other objectives, policies and provisions of the
14 General Plan and special area, neighborhood, and other plans designed to carry out the General Plan,
15 and proposed amendments thereto, that are not contained within such Preservation Element but
16 concern historic preservation.

17 (b) The Department and the ~~Planning Commission~~HPC:

18 (1) May carry out, assist and collaborate in studies and programs designed to
19 identify and evaluate structures, sites and areas worthy of preservation;

20 (2) May consult with and consider the ideas and recommendations of civic groups,
21 public agencies, and citizens interested in historical preservation;

22 (3) May inspect and investigate structures, sites and areas which they have reason
23 to believe worthy of preservation;

24 (4) May disseminate information to the public concerning those structures, sites and
25 areas deemed worthy of preservation, and may encourage and advise property owners in the

1 protection, enhancement, perpetuation and use of landmarks, property in historic districts, and
2 other officially recognized property of historical interest;

3 (5) May consider methods other than those provided for in this Article 10 for
4 encouraging and achieving historical preservation, and make appropriate recommendations to
5 the Board of Supervisors and to other bodies and agencies, both public and private; and

6 (6) May establish such policies, rules and regulations as they deem necessary to
7 administer and enforce this Article 10 and Charter Section 4.135 establishing the HPC.

8 SEC. 1003. ~~LANDMARKS PRESERVATION ADVISORY BOARD~~ HISTORIC
9 PRESERVATION COMMISSION.

10 ~~There is hereby created a Landmarks Preservation Advisory Board (hereinafter referred to as~~
11 ~~the "Advisory Board"), which shall advise the Department and the Planning Commission on historical~~
12 ~~preservation matters. The Advisory Board shall consist of nine voting members appointed by the Mayor~~
13 ~~and serving at his pleasure, without salary. Of the original appointments, five shall be for a four year~~
14 ~~term and four for a two year term; after the expiration of the said original terms, all appointments shall~~
15 ~~be for four year terms. In addition, the Art Commission shall choose one of its members to be an ex~~
16 ~~officio member of the Advisory Board, without vote.~~

17 (a) ~~In making appointments, the Mayor may consult persons and organizations interested in~~
18 ~~historical preservation. Appointees to the Advisory board shall be persons specially qualified by reason~~
19 ~~of training or experience in the historic and cultural traditions of the City, and interested in the~~
20 ~~preservation of its historic structures, sites and areas. The voting members shall be residents of the~~
21 ~~City.~~

22 In November of 2008, the electorate approved Charter Section 4.135, creating the HPC to
23 advise the City on historic preservation matters, participate in processes involving historic and cultural
24 resources, and take such other actions concerning historic preservation as may be prescribed by this
25 Code and other ordinances. Charter Section 4.135 sets forth the requirements for membership to the

1 HPC, as well as applicable nomination procedures and term limits for Commissioners. Additionally,
2 Charter Section 4.135 establishes staffing for the HPC and sets forth the HPC's role in the Planning
3 Department's budget process and establishment of rates, fees, and similar charges. Additional
4 requirements, including those related to the establishment of rules and regulations for the HPC's
5 organization and procedure, are set forth in Charter Sections 4.100 through 4.104.

6 ~~(b) The Director of City Planning, or his delegate, shall serve as Secretary of the Advisory~~
7 ~~Board, without vote. The Department shall render staff assistance to the Advisory Board.~~

8 ~~(c) The Advisory Board shall elect a Chairman from among its voting members, and shall~~
9 ~~establish rules and regulations for its own organization and procedure.~~

10 SEC. 1004. DESIGNATION OF LANDMARKS AND HISTORIC DISTRICTS.

11 (a) The HPC shall have the authority to recommend approval, disapproval, or modification
12 of landmark designations and historic district designations under this Code to the Board of
13 Supervisors. Pursuant to the procedures set forth hereinafter:

14 (1) The Board of Supervisors may, by ordinance, designate an individual structure
15 or other feature or an integrated group of structures and features on a single lot or site, having
16 a special character or special historical, architectural or aesthetic interest or value, as a
17 landmark, and shall designate a landmark site for each landmark; and

18 (2) The Board of Supervisors may, by ordinance, designate an area containing a
19 number of structures having a special character or special historical, architectural or aesthetic
20 interest or value, and constituting a distinct section of the City, as a historic district.

21 (b) Each such designating ordinance shall include, or shall incorporate by reference
22 to the pertinent resolution of the ~~Planning Commission~~HPC then on file with the Clerk of the
23 Board of Supervisors, as though fully set forth in such designating ordinance, the location and
24 boundaries of the landmark site or historic district, a description of the characteristics of the
25 landmark or historic district that justify its designation, and a description of the particular

1 features that should be preserved. Any such designation shall be in furtherance of and in
2 conformance with the purposes of this Article 10 and the standards set forth herein.

3 (c) The property included in any such designation shall upon designation be subject
4 to the controls and standards set forth in this Article 10. In addition, the said property shall be
5 subject to the following further controls and standards if imposed by the designating
6 ordinance:

7 (1) For a publicly-owned landmark, review of proposed changes to significant
8 interior architectural features.

9 (2) For a privately-owned landmark, review of proposed changes requiring a permit
10 to significant interior architectural features in those areas of the landmark that are or
11 historically have been accessible to members of the public. The designating ordinance must
12 clearly describe each significant interior architectural feature subject to this restriction.

13 (3) For a historic district, such further controls and standards as ~~the Board of~~
14 ~~Supervisors~~ deemed necessary or desirable, including but not limited to facade, setback and
15 height controls.

16 (4) For a City-owned park, square, plaza or garden on a landmark site, review of
17 alterations as identified in the designating ordinance.

18 (d) The Board of Supervisors may amend or rescind a designation at any time,
19 subject to all of the procedures set forth in this Article 10 for an original designation; provided,
20 however, that in the event that a landmark is accidentally destroyed or is demolished or
21 removed in conformity with the provisions of Section 1007, or is legally demolished or
22 relocated after compliance ~~has been had~~ with the provisions of ~~Section 1006.2~~ this Article 10, the
23 ~~Director of Planning~~ Director may request the ~~Planning Commission~~ HPC to recommend to the
24 Board of Supervisors that the designation be amended or rescinded, and in such case the
25

1 procedures for an original designation set forth in Sections 1004.1, and 1004.2 and 1004.3
2 hereof shall not apply.

3 SEC. 1004.1. NOMINATION AND INITIATION OF LANDMARK AND HISTORIC DISTRICT
4 DESIGNATION.

5 (a) Nomination. The Department, ~~or property owner(s), or any member of the public~~
6 may request that the HPC initiate designation of a landmark site or historic district. When a
7 nomination is submitted by the owner(s) of a proposed landmark site or a majority of property
8 owners for designation of a proposed historic district, the nomination must be considered by the
9 HPC. A nomination for initiation shall be in the form prescribed by the HPC and shall contain
10 supporting historic, architectural, and/or cultural documentation, as well as any additional information
11 the HPC may require. The HPC shall hold a hearing to consider ~~the nominations~~ made by property
12 owners(s) as set forth above no later than 45 days from the receipt of the nomination request.

13 (b) Initiation. Initiation of designation of a landmark site or historic district shall be by
14 the Board of Supervisors or by a resolution of intention by the Planning Commission, the Art
15 Commission or the Advisory Board, HPC or on the verified application of owners of the property to be
16 designated or their authorized agents. made by one of the following methods:

17 (1) by resolution of the Board of Supervisors;

18 (2) by resolution of the HPC; or

19 (3) upon adoption of a resolution by the HPC to confirm a nomination made pursuant to
20 subsection (a) above, provided that the HPC may disapprove the nomination or may request further
21 information and continue the matter as appropriate.

22 The Board of Supervisors and the HPC shall make findings in support of any initiation of
23 designation of a landmark site or historic district. The Board of Supervisors shall promptly refer any
24 initiation of designation to the HPC for its review and recommendation. ~~Any such application shall be~~
25 filed with the Department upon forms prescribed by the Planning Commission, and shall be

1 ~~accompanied by all data required by the Planning Commission. Where such an application is submitted~~
2 ~~for designation of a historic district, the application must be subscribed by or on behalf of at least 66~~
3 ~~percent of the property owners in the proposed district.~~

4 ~~SEC. 1004.2. REFERRAL TO LANDMARKS PRESERVATION ADVISORY BOARD.~~

5 ~~The proposed designation, resolution or application shall be promptly referred to the Advisory~~
6 ~~Board for review and report to the Planning Commission as to conformance with the purposes and~~
7 ~~standards of this Article 10. The Advisory Board shall recommend approval, disapproval or~~
8 ~~modification of the proposal, or shall report its failure to reach a decision thereon, within 60 days after~~
9 ~~such referral. If no recommendation is rendered within 60 days, the Planning Commission may~~
10 ~~consider the proposed designation as provided in Section 1004.3 below notwithstanding the lack of~~
11 ~~such a recommendation.~~

12 ~~SEC. 1004.3. HEARING BY CITY PLANNING COMMISSION DECISION BY THE HISTORIC~~
13 ~~PRESERVATION COMMISSION.~~

14 ~~After receiving a report from the Advisory Board or after the expiration of 60 days from the~~
15 ~~date of referral to the Advisory Board, whichever is sooner, the Planning Commission Upon initiation~~
16 ~~of designation, the HPC shall hold a public hearing on the ~~proposal~~proposed designation.; the~~
17 ~~Department shall set a time and place for such hearing. A record of pertinent information~~
18 ~~presented at the hearing shall be made and maintained as a permanent record.~~

19 (a) Notice of Hearing. Notice of the time, place and purpose of such hearing shall
20 be given by at least one publication in a newspaper of general circulation in the City not less
21 than 20 days prior to the date of hearing. Notice shall also be mailed not less than 10 days
22 prior to the date of hearing to the owners of all property included in the proposed designation,
23 using for this purpose the names and addresses of the last known owners as shown on the
24 records of the ~~Assessor~~ Tax Collector and to the applicant, if any. Failure to send notice by mail to
25 any such property owner where the address of such owner is not a matter of public record

1 shall not invalidate any proceedings in connection with the proposed designation. The
2 Department may also give such other notice as it may deem desirable and practicable.

3 (b) Time Limitation. The ~~Planning Commission~~HPC shall ~~consider the report and~~
4 ~~recommendation of the Advisory Board, if any, and shall~~ consider the conformance or lack of
5 conformance of the proposed designation with the purposes and standards of this Article 10.
6 Where the Board of Supervisors has referred an initiation of designation to the HPC, The Planning
7 Commission~~the HPC~~ shall hold a public hearing and shall approve, disapprove or modify the
8 proposal within 90 days from the date of referral of the proposed designation to the ~~Advisory~~
9 ~~Board~~HPC. Failure to act within said time shall constitute approval. The Board of Supervisors
10 may, by resolution, extend the time within which the ~~Planning Commission~~HPC is to render its
11 decision.

12 (c) ~~Notice of Action Taken. The Planning Commission shall promptly notify the applicant of~~
13 ~~action taken. If the Planning Commission approves or modifies the proposed designation in whole or in~~
14 ~~part, it shall transmit the proposal together with a copy of the resolution of approval, to the Clerk of the~~
15 ~~Board of Supervisors.~~

16 (d) ~~In the event that a proposed designation has been initiated prior to July 18, 2006, and~~
17 ~~the Planning Commission has failed to act upon such proposed designation as of the effective date of~~
18 ~~this ordinance, the Board of Supervisors may act on the proposed designation notwithstanding the~~
19 ~~Planning Commission failure to act on the proposed designation. Referral of Proposed Designation. If~~
20 ~~the HPC recommends approval of a landmark designation, it shall send its recommendation to the~~
21 ~~Board of Supervisors, without referral to the Planning Commission. If the HPC recommends approval~~
22 ~~of a historic district designation, it shall refer its recommendation to the Planning Commission, which~~
23 ~~shall have 45 days to review and comment on the proposed designation, which comments, if any, shall~~
24 ~~be sent by the Department to the Board of Supervisors with the HPC's recommendation. The Planning~~
25 ~~Commission's comments shall be transmitted to the Board of Supervisors as a resolution and shall (i)~~

1 address the consistency of the proposed designation with the policies embodied in the General Plan
2 and the priority policies of Section 101.1, particularly the provision of housing to meet the City's
3 Regional Housing Needs Allocation, and the provision of housing near transit corridors; (ii) identify
4 any amendments to the General Plan necessary to facilitate adoption of the proposed designation; and
5 (iii) evaluate whether the district would conflict with the Sustainable Communities Strategy for the Bay
6 Area. If the HPC disapproves designation of a landmark or historic district, that decision shall be final
7 and shall not require referral unless appealed as set forth below.

8 SEC. ~~1004.4~~1004.3. DESIGNATION BY BOARD OF SUPERVISORS.

9 The Board of Supervisors shall hold a public hearing on any proposal so transmitted to
10 it, after due notice to the owners of the property included in the proposal, and such other
11 notice as the ~~said~~ Board may deem necessary. The Board of Supervisors may approve, ~~or~~
12 modify and approve, or disapprove the designation by a majority vote of all its members. Prior
13 to the Board of Supervisors' vote on a proposed historic district, the Planning Department shall
14 conduct thorough outreach to affected property owners and occupants. The Planning Department shall
15 invite all property owners and occupants in the proposed district area to express their opinion ~~in~~
16 writing on the proposed designation, ~~be it in the form of a vote or a survey.~~ Such invitation shall
17 advise owners of the practical consequences of the adoption of the district, including the availability of
18 preservation incentives, the types of work requiring a Certificate of Appropriateness, the process and
19 fees for obtaining a Certificate of Appropriateness, and the types of work that is generally ineligible to
20 receive a Certificate of Appropriateness. ~~The Department's goal shall be to obtain the~~
21 ~~participation of at least half of all property owners and half of all occupants in the proposed~~
22 ~~district. The property owners' and occupants' votes shall be tallied separately and combined~~
23 ~~and shall be considered by the Board of Supervisors when taking action on the proposed~~
24 ~~district.~~

1 SEC. ~~1004.5~~1004.4. APPEAL TO BOARD OF SUPERVISORS.

2 If the ~~Planning Commission~~HPC disapproves the proposed designation, such action shall
3 be final, except upon the filing of a valid appeal to the Board of Supervisors within 30 days by
4 a protest subscribed by the owners of at least 20 percent of the property proposed to be
5 designated, or by any governmental body or agency, or by an organization with a recognized
6 interest in historical preservation; provided, however, that if the proposal was initiated by the
7 Board of Supervisors, the Clerk of the said Board shall be notified immediately of the
8 disapproval without the necessity for an appeal.

9 (a) Hearing. The Board of Supervisors shall hold a public hearing on any such
10 proposal appealed to it or initiated by it, after due notice to the owners of the property included
11 in the proposal and any applicant(s), and such other notice as the said Board may deem
12 necessary.

13 (b) Decision. The Board of Supervisors may overrule the ~~Planning Commission~~HPC
14 and approve, or modify and approve, the designation by a majority vote of all its members.

15 (c) Resubmission, Reconsideration. If a proposal initiated by application has been
16 disapproved by the ~~Planning Commission~~HPC or by the Board of Supervisors ~~on appeal~~, no
17 subsequent application that is the same or substantially the same may be submitted or
18 reconsidered for at least one year from the effective date of final action of the original
19 proposal.

20 SEC. ~~1004.6~~1004.5. NOTICE OF DESIGNATION BY BOARD OF SUPERVISORS.

21 When a landmark or historic district has been designated by the Board of Supervisors
22 as provided above, the Department shall promptly notify the owners of the property included
23 therein. The Department shall cause a copy of the designating ordinance, or notice thereof, to
24 be recorded in the office of the County Recorder.

25 SEC. ~~1004.7~~1004.6. NOTICE OF AMENDMENT OR RESCISSION OF DESIGNATION.

1 When a landmark or historic district designation has been amended or rescinded, the
2 Department shall promptly notify the owners of the property included therein, and shall cause
3 a copy of the appropriate ordinance, or notice thereof, to be recorded in the office of the
4 County Recorder.

5 SEC. 1005. CONFORMITY AND PERMITS.

6 (a) No person shall carry out or cause to be carried out on a designated landmark
7 site or in a designated historic district any construction, alteration, removal or demolition of a
8 structure or any work involving a sign, awning, marquee, canopy, mural or other appendage,
9 for which a City permit is required, except in conformity with the provisions of this Article 10. In
10 addition, no such work shall take place unless all other applicable laws and regulations have
11 been complied with, and any required permit has been issued for said work.

12 (b) (1) Installation of a new general advertising sign is prohibited in any ~~H~~historic
13 ~~D~~istrict or on any historic property regulated by this Article 10.

14 (2) The Central Permit Bureau shall not issue, and no other City department or
15 agency shall issue, any permit for construction, alteration, removal or demolition of a structure
16 or any permit for work involving a sign, awning, marquee, canopy, mural or other appendage
17 on a landmark site or in an ~~Historic District~~ historic district, except in conformity with the
18 provisions of this Article 10. In addition, no such permit shall be issued unless all other
19 applicable laws and regulations have been complied with.

20 (c) (1) Where so provided in the designating ordinance for a historic district, any or all
21 exterior changes visible from a public street or other public place shall require approval in
22 accordance with the provisions of this Article 10, regardless of whether or not a City permit is
23 required for such exterior changes. Such exterior changes may include, but shall not be
24 limited to, painting and repainting; landscaping; fencing; and installation of lighting fixtures and
25 other building appendages.

1 (2) The addition of a mural to any landmark or contributory structure in a historic
2 district shall require compliance with the provisions of this Article 10, regardless of whether or
3 not a City permit is required for the mural.

4 (3) Alterations to City-owned parks, squares, plazas or gardens on a landmark site,
5 where the designating ordinance identifies such alterations, shall require approval in
6 accordance with the provisions of this Article 10, regardless of whether or not a City permit is
7 required.

8 (d) The Department shall maintain with the Central Permit Bureau a current record
9 of designated landmarks and historic districts. Upon receipt of any application for a permit to
10 carry out any construction, alteration, removal or demolition of a structure or any work
11 involving a sign, awning, marquee, canopy, mural or other appendage, on a landmark site or
12 in a historic district, the Central Permit Bureau shall, unless the structure or feature concerned
13 has been declared unsafe or dangerous pursuant to Section 1007 of this Article 10, promptly
14 forward such permit application to the Department.

15 (e) After receiving a permit application from the Central Permit Bureau in
16 accordance with the preceding subsection, the Department shall ascertain whether ~~Section~~
17 ~~1006 requires~~ a Certificate of Appropriateness is required or has been approved for the work
18 proposed in such permit application. If ~~such a~~ Certificate of Appropriateness is required and has
19 been issued, and if the permit application conforms to ~~such~~ the work approved in the Certificate
20 of Appropriateness, the permit application shall be processed without further reference to this
21 Article 10. If ~~such a~~ Certificate of Appropriateness is required and has not been issued, or if ~~it~~
22 ~~the sole judgment of the Department~~ the permit application does not ~~so~~ conform to what was
23 approved, the permit application shall be disapproved or held by the Department until such
24 time as conformity does exist either through modifications to the proposed work or through the
25 issuance of an amended or new Certificate of Appropriateness; the decision and action of the

1 ~~Department shall be final.~~ Notwithstanding the foregoing, in the following cases the Department
2 shall process the permit application without further reference to this Article 10:

3 (1) When the application is for a permit to construct on a landmark site where the
4 landmark has been lawfully demolished and the site is not within a designated historic district;

5 (2) When the application is for a permit to make interior alterations only on a
6 privately-owned structure or on a publicly-owned structure, unless the designating ordinance
7 requires review of such alterations to the privately- or publicly-owned structure pursuant to
8 Section 1004(c) hereof. Notwithstanding the foregoing, if any proposed interior alteration requiring
9 a permit would result in any significant visual or material impact to the exterior of the subject building,
10 a Certificate of Appropriateness shall be required to address such exterior effects.

11 (3) When the application is for a permit to do ordinary maintenance and repairs
12 only. For the purpose of this Article 10, "ordinary maintenance and repairs" shall mean any
13 work, the sole purpose and effect of which is to correct deterioration, decay or damage of
14 existing materials, including repair of damage caused by fire or other disaster;

15 (4) When the application is for a permit to maintain, repair, rehabilitate, or improve streets
16 and sidewalks, including sidewalk widening, accessibility, and bulb-outs, unless such streets and
17 sidewalks have been explicitly called out in a landmark's or district's designating ordinance as
18 character defining features of the landmark or district. ~~When the application is for a permit to comply~~
19 with the UMB Seismic Retrofit Ordinances and the Zoning Administrator determines that the proposed
20 work complies with the UMB Retrofit Architectural Design Guidelines, which guidelines shall be
21 adopted by the Planning Commission.

22 (f) For purposes of this Article 10, demolition shall be defined as any one of the
23 following:

24 (1) Removal of more than 25 percent of the surface of all external walls facing a
25 public street(s); or

1 (2) Removal of more than 50 percent of all external walls from their function as all
2 external walls; or

3 (3) Removal of more than 25 percent of external walls from function as either
4 external or internal walls; or

5 (4) Removal of more than 75 percent of the building's existing internal structural
6 framework or floor plates unless the City determines that such removal is the only feasible
7 means to meet the standards for seismic load and forces of the latest adopted version of the
8 San Francisco Building Code and the State Historical Building Code.

9 (g) The following procedures shall govern review of the addition of murals to any
10 landmark or contributory structure in a historic district:

11 (1) Where the mural is proposed to be added to a landmark or contributory structure
12 in a historic district, located on property owned by the City, no Certificate of Appropriateness
13 shall be required. On such structures, the Art Commission shall not approve the mural until
14 the ~~Advisory Board~~HPC has provided advice to the Art Commission on the impact of the mural
15 on the historical structure. The ~~Advisory Board~~HPC shall provide advice to the Art Commission
16 within ~~50-45~~ days of receipt of a written request for advice and information regarding the
17 placement, size and location of the proposed mural;

18 (2) Where the mural is proposed to be added to a landmark or contributory structure
19 in a historic district, located on property that is not owned by the City, a Certificate of
20 Appropriateness shall be required. The ~~Advisory Board~~HPC shall not act on the Certificate of
21 Appropriateness until the Art Commission has provided advice to the ~~Advisory Board~~HPC on
22 the mural. The Art Commission shall provide advice to the ~~Advisory Board~~HPC within 50 days
23 of receipt of a written request for advice and information regarding the proposed mural.

24 SEC. 1006. CERTIFICATE OF APPROPRIATENESS REQUIRED.
25

1 A Certificate of Appropriateness shall be required and shall govern review of permit
2 applications as provided in Sections 1005(e) and 1005(g), except in the specific cases set forth in
3 Section 1005(e), for the following types of work affecting the character-defining features as listed
4 pursuant to Section 1004(b) of the Code: In the case of:

5 (1) Any construction, alteration, removal or demolition of a structure or any work
6 involving a sign, awning, marquee, canopy, mural (as set forth in Planning Code Section
7 1005(g), or other appendage, for which a City permit is required, on a landmark site or in a
8 historic district;

9 (2) Exterior changes in a historic district visible from a public street or other public
10 place, where the designating ordinance requires approval of such changes pursuant to the
11 provisions of this Article 10; *and*

12 (3) The addition of a mural to any landmark or contributory structure in a historic
13 district, which is not owned by the City or located on property owned by the City, as set forth
14 in Planning Code Section 1005(g), regardless of whether or not a City permit is required for
15 the mural; *and or*

16 (4) Alterations to City-owned parks, squares, plazas or gardens on a landmark site,
17 where the designating ordinance identifies the alterations that require approval under this
18 Article 10.

19 A Certificate of Appropriateness shall be required and shall govern review of permit
20 applications as provided in Sections 1005(e) and 1005(g), except in the specific cases set forth in
21 Section 1005(e). The procedures, requirements, controls and standards in Sections 1006
22 through 1006.8 shall apply to all applications for Certificates of Appropriateness; provided,
23 however, that the designating ordinance for a historic district, or for a City-owned park,
24 square, plaza or garden on a landmark site, may modify or add to these procedures,
25 requirements, controls and standards.

1 SEC. 1006.1. APPLICATIONS FOR CERTIFICATE OF APPROPRIATENESS.

2 (a) Who May Apply. An application for a Certificate of Appropriateness may be filed
3 by the owner, or authorized agent for the owner, of the property for which the Certificate is
4 sought.

5 (b) Where to File. Applications shall be filed in the office of the Planning Department
6 ~~of City Planning.~~

7 (c) Content of Applications. The content of applications shall be in accordance with
8 the policies, rules and regulations of the Department and the ~~City Planning Commission~~HPC. All
9 applications shall be upon forms prescribed therefore, and shall contain or be accompanied
10 by all information required to assure the presentation of pertinent facts for proper
11 consideration of the case and for the permanent record. In general, the application shall be
12 accompanied by plans and specifications showing the proposed exterior appearance,
13 including but not limited to color, texture of materials, and architectural design and detail;
14 drawings or photographs showing the property in the context of its surroundings may also be
15 required. The applicant may be required to file with ~~his~~ the application ~~the~~ additional information
16 needed for the preparation and mailing of notices as specified in Section 1006.3.

17 (d) Verification. Each application filed by or on behalf of one or more property
18 owners shall be verified by at least one such owner or his authorized agent attesting to the
19 truth and correctness of all facts, statements and information presented.

20 (e) ~~Conditional Uses. In the case of any proposal for which the City Planning Code requires~~
21 ~~a conditional use authorization in addition to a Certificate of Appropriateness, the Department may~~
22 ~~combine the required applications, notices and hearings for administrative convenience and in the~~
23 ~~interests of the applicant and the public, to the extent deemed feasible and desirable by the Department.~~

24 Multiple Planning Approvals. For projects that require multiple planning approvals, the HPC shall
25 review and act on any Certificate of Appropriateness before any other planning approval action. For

1 projects that (1) require a conditional use authorization or permit review under Section 309, et. seq. of
2 the Code, and (2) do not concern an individually landmarked property, the Planning Commission may
3 modify any decision on a Certificate of Appropriateness by a two-thirds vote, provided that the
4 Planning Commission shall apply all applicable historic resources provisions of the Code and take into
5 account all relevant General Plan and Planning Code policies, in addition to all applicable historic
6 preservation provisions. For projects located on vacant lots, the Planning Commission may modify any
7 decision on a Certificate of Appropriateness by a two-thirds vote, provided that the Planning
8 Commission shall apply all applicable historic resources provisions of the Planning Code and take into
9 account all relevant General Plan and Planning Code policies, in addition to all applicable historic
10 preservation provisions.

11 (f) Permit and Application Fee Waivers. In cases of economic hardship, an applicant may
12 be partially or fully exempt from paying fees pursuant to Section 350(e)(2).

13 SEC. 1006.2. REVIEW BY PLANNING DEPARTMENT-OF-CITY PLANNING AND CITY
14 PLANNING COMMISSION.

15 (a) Cases Other Than Construction, Removal or Demolition.

16 (1) In the case of any alteration of a structure or any work involving a sign, awning,
17 marquee, canopy or other appendage, or exterior changes in a historic district visible from a public
18 street or other public place, or alterations to a City owned park, square, plaza or garden on a
19 landmark site, where a Certificate of Appropriateness is required, the application for said Certificate
20 shall be reviewed by the Department with the advice of the Advisory Board. The department, with the
21 advice of the Advisory Board, shall determine within 20 days after the application is accepted for filing,
22 whether or not the proposal would have a significant impact upon, or is potentially detrimental to, the
23 landmark site or historic district; and the Department shall notify the applicant of the determination
24 made. If it is determined that there would be no such significant impact or potential detriment, the
25 Department shall issue a Certificate of Appropriateness to the applicant.

1 ~~(2) If it is determined that the proposal would have a significant impact upon, or is~~
2 ~~potentially detrimental to, the landmark site or historic district, or upon request of the Planning~~
3 ~~Commission, the Planning Commission shall hold a public hearing on the application.~~

4 ~~(b) Construction, Removal or Demolition. The Planning Commission shall hold a public~~
5 ~~hearing on the application for a Certificate of Appropriateness for any construction, removal or~~
6 ~~demolition of a structure, except as may be otherwise provided in the designating ordinance for a~~
7 ~~historic district or for City owned park, square, plaza or garden on a landmark site.~~

8 The Department shall review an application for a Certificate of Appropriateness and determine
9 within 30 days of submittal whether the application is complete or whether additional information is
10 required.

11 (a) Minor Alterations. The HPC may define certain categories of work as Minor Alterations
12 and delegate approval of an Administrative Certificate of Appropriateness for such Minor Alterations
13 to Department staff. If the HPC delegates such approvals to Department staff, Minor Alterations shall
14 include the following categories of work:

15 (1) Work the sole purpose and effect of which is to comply with the Unreinforced Masonry
16 Building (UMB) Seismic Retrofit Ordinance and where the proposed work complies with the UMB
17 Retrofit Architectural Design Guidelines adopted by the HPC; or

18 (2) Any other work so delegated to the Department by the HPC.

19 (b) Administrative Certificates of Appropriateness. Upon receipt of a building permit
20 application, an Administrative Certificate of Appropriateness for Minor Alteration work may be
21 approved by the Department without a hearing before the HPC. The Department shall mail the
22 Department's written decision on an Administrative Certificate of Appropriateness to the applicant and
23 to any individuals or organizations who so request. Any Departmental decision on an Administrative
24 Certificate of Appropriateness may be appealed to the HPC within 15 days of the date of the written
25

1 decision. The HPC may also request review of any Departmental decision on an Administrative
2 Certificate of Appropriateness by its own motion within 20 days of the written decision.

3 (c) Applications for a Certificate of Appropriateness that are not Minor Alterations
4 delegated to Department staff shall be scheduled for hearing by the HPC pursuant to Sections 1006.3
5 and 1006.4 below.

6 SEC. 1006.3.SCHEDULING AND NOTICE OF HEARING.

7 (a) When an application for a Certificate of Appropriateness has been filed and Section
8 1006.2 provides that the Planning Commission shall hold a public hearing thereon, If a public hearing
9 before the HPC on a Certificate of Appropriateness is required, a timely appeal has been made of an
10 Administrative Certificate of Appropriateness, or the HPC has timely requested review of an
11 Administrative Certificate of Appropriateness, the Department shall set a time and place for said
12 hearing within a reasonable period. Notice of the time, place and purpose of the hearing shall
13 be given by the Department as follows:

14 (a)(1) By mail to the applicant not less than 20 days prior to the date of the hearing;

15 (b) By mail not less than 10 days prior to the date of the hearing to the owners of all real
16 property that is the subject of the application and, if said property is in a historic district, to the owners
17 of all real property within the historic district, using for this purpose the names and addresses of the
18 owners as shown on the latest citywide assessment roll in the office of the Tax Collector. Failure to
19 send notice by mail to any such property owner where the address of such owner is not shown on such
20 assessment roll shall not invalidate any proceedings in connection with such action;

21 (c) By publication at least once in a newspaper of general circulation in the City not less
22 than 20 days prior to the date of the hearing;

23 (2) By mail to any interested parties who so request in writing to the Department;

1 (3) For landmark sites: by mail not less than 20 days prior to the date of the hearing to all
2 owners and occupants of the subject property and owners and occupants of properties within 150 feet
3 of the subject property;

4 (4) For buildings located in historic districts: by mail not less than 20 days prior to the date
5 of the hearing to all owners and occupants of the subject property, all owners of properties within 300
6 feet of the subject property, and all occupants of properties within 150 feet of the subject property.

7 (5) By posting notice on the site not less than 20 days prior to the date of the hearing; and

8 ~~(d)~~(6) Such other notice as the Department shall deem appropriate.

9 (b) For the purposes of mailed notice, the latest citywide assessment roll for names and
10 addresses of owners shall be used, and all efforts shall be made to the extent practical, to notify
11 occupants of properties in the notification area. Failure to send notice by mail to any such property
12 owner where the address of such owner is not shown on such assessment roll shall not invalidate any
13 proceedings in connection with such action.

14 SEC. 1006.4. ~~REFERRAL TO ADVISORY BOARD PRIOR TO HEARING.~~

15 ~~Where a public hearing before the Planning Commission has been scheduled thereon, the~~
16 ~~application for a Certificate of Appropriateness shall be promptly referred to the Advisory Board and~~
17 ~~shall be considered by the Advisory Board at its next regular meeting, or at a special meeting called for~~
18 ~~that specific purpose. The Advisory Board shall render a report to the Planning Commission at or prior~~
19 ~~to the scheduled public hearing; failure of the Advisory Board to consider the application or to render~~
20 ~~a report shall not constitute grounds for continuation of the public hearing.~~

21 SEC. 1006.5 CONDUCT OF HEARING; DECISION.

22 Where a public hearing before the ~~Planning Commission~~HPC has been scheduled:

23 (a) Report and Recommendation. The Department shall make necessary
24 investigations and studies prior to the hearing of the ~~Planning Commission~~HPC. The Department
25

1 ~~shall provide its~~ report and recommendation ~~of the Director of Planning shall be submitted at the~~
2 ~~hearing to the HPC.~~

3 (b) Record. A record shall be kept of the pertinent information presented at the
4 hearing, and such record shall be maintained as a part of the permanent public records of the
5 Department. A verbatim record may be made if permitted or ordered by the ~~Planning~~
6 ~~Commission~~HPC.

7 (c) Continuations. The ~~Planning Commission~~HPC shall determine the instances in
8 which cases scheduled for hearing may be continued or taken under advisement. In such
9 cases, new notice need not be given of the further hearing date, provided such date is
10 announced at the scheduled hearing.

11 (d) Decision. The HPC shall approve, disapprove, or approve with modifications
12 Certificates of Appropriateness for work to designated landmarks or within historic districts, except
13 where it delegates such decisions to Departmental staff under the provisions of Section 1006.2 above.
14 The decision of the ~~Planning Commission~~HPC shall be rendered within 30 days from the date of
15 conclusion of the hearing; failure of the ~~Commission~~ HPC to act within the prescribed time shall
16 be deemed to constitute disapproval of the application. The decision of the ~~Planning~~
17 ~~Commission~~HPC, ~~in either approving or, disapproving the application pursuant to Section 1006.6,~~
18 shall be final except upon the filing of a valid appeal to the Board of Appeals or Board of
19 Supervisors as provided in Section ~~1006.8~~1006.7. ~~The decision of the Planning Commission, in~~
20 ~~suspending action on an application pursuant to Section 1006.6, shall be final.~~ If the ~~Planning~~
21 ~~Commission~~HPC, or the Board of Appeals or Board of Supervisors on appeal, approves the
22 application, ~~or after the expiration of any suspension period imposed by the Commission,~~ the
23 Department shall issue a Certificate of Appropriateness to the applicant.

24 (e) Time Limit for Exercise. When approving an application for a Certificate of
25 Appropriateness as provided herein, the ~~Planning Commission~~HPC may impose a time limit for

1 submission of a permit application conforming to the Certificate; otherwise, such permit
2 application must be submitted within a reasonable time.

3 (f) Delegation of Hearing. The ~~Planning Commission~~HPC may delegate to a
4 committee of one or more of its members, or to the Director of Planning or his or her designee,
5 ~~or to the Advisory Board~~, or to any combination of the foregoing, the holding of the hearing
6 required by this Article 10 for a Certificate of Appropriateness. The delegate or delegates shall
7 submit to the ~~Planning Commission~~HPC a record of the hearing, together with a report of
8 findings and recommendations relative thereto, for the consideration of the ~~Commission~~HPC in
9 reaching its decision in the case.

10 (g) Reconsideration. Whenever an application has been disapproved by the
11 ~~Planning Commission~~HPC, or by the Board of Appeals or Board of Supervisors on appeal as
12 described in Section ~~1006.8~~1006.7, no application, the same or substantially the same as that
13 which was disapproved, shall be resubmitted to or reconsidered by the ~~Planning~~
14 ~~Commission~~HPC within a period of one year from the effective date of final action upon the
15 earlier application.

16 SEC. ~~1006.6~~1006.5. NATURE OF ~~PLANNING~~HISTORIC PRESERVATION COMMISSION
17 DECISION.

18 The decision of the ~~Planning Commission~~HPC after its public hearing shall be in
19 accordance with the following provisions:

20 (a) If the application for a Certificate of Appropriateness proposes construction or
21 alteration of a structure or any work involving a sign, awning, marquee, canopy, mural or other
22 appendage, or exterior changes in a historic district visible from a public street or other public
23 place, the ~~Planning Commission~~HPC shall approve ~~or~~, disapprove, or modify the application in
24 whole or in part.

1 (b) If the application proposes removal or demolition of a structure on a designated
2 landmark site, the ~~Planning Commission~~HPC may disapprove or approve the application, or
3 may suspend action on it for a period not to exceed 180 days; provided that the Board of
4 Supervisors by resolution may, for good cause shown, extend the suspension for an
5 additional period not to exceed 180 days, if the said Board acts not more than 90 days and
6 not less than 30 days prior to the expiration of the original 180-day period.

7 (c) If the application proposes removal or demolition of a structure in a designated
8 historic district, other than on a designated landmark site, the ~~Planning Commission~~HPC may
9 disapprove or approve the application, or may suspend action on it for a period not to exceed
10 90 days, subject to extension by the Board of Supervisors as provided in the preceding
11 subsection; provided, however, that the designating ordinance for the historic district may
12 authorize the suspension of action for an alternate period which shall in no event exceed 90
13 days, without extension, and in such event the provision of the designating ordinance shall
14 govern.

15 (d) In the event action on an application to remove or demolish a structure is
16 suspended as provided in this Section, the ~~Planning Commission~~HPC, ~~with the advice and~~
17 ~~assistance of the Advisory Board~~, may take such steps as it determines are necessary to
18 preserve the structure concerned, in accordance with the purposes of this Article 10. Such
19 steps may include, but shall not be limited to, consultations with civic groups, public agencies,
20 and interested citizens, recommendations for acquisition of property by public or private
21 bodies or agencies, and exploration of the possibility of moving one or more structures or
22 other features.

23 SEC. ~~1006.7~~1006.6. STANDARDS FOR REVIEW OF APPLICATIONS.

24 The ~~Planning Commission~~HPC, the Department, ~~and the Advisory Board~~, ~~and, in the case of~~
25 ~~multiple approvals under Section 1006.1(f), the Planning Commission, and any other decisionmaking~~

1 body shall be guided by the standards in this Section in their review of applications for
2 Certificates of Appropriateness for proposed work on a landmark site or in a historic district. In
3 appraising the effects and relationships mentioned herein, the ~~Planning Commission, the~~
4 ~~Department and the Advisory Board~~ decisionmaking body shall in all cases consider the factors of
5 architectural style, design, arrangement, texture, materials, color, and any other pertinent
6 factors.

7 (a) The proposed work shall be appropriate for and consistent with the effectuation
8 of the purposes of this Article 10.

9 (b) The proposed work shall comply with the Secretary of the Interior's Standards for the
10 Treatment of Historic Properties for individual landmarks and contributors within historic districts, as
11 well as any applicable guidelines, local interpretations, bulletins, or other policies. Development of
12 local interpretations and guidelines based on the Secretary of the Interior's Standards shall be led by
13 the Planning Department through a public participation process; such local interpretations and
14 guidelines shall be found in conformance with the General Plan and Planning Code by the Planning
15 Commission and shall be adopted by both the HPC and the Planning Commission. If either body fails
16 to act on any such local interpretation or guideline within 180 days of either body's initial hearing
17 where the matter was considered for approval, such failure to act shall constitute approval by that
18 body. In the case of any apparent inconsistency among the requirements of this Section, compliance
19 with the requirements of the designating ordinance shall prevail.

20 (b)(c) For applications pertaining to landmark sites, the proposed work shall preserve,
21 enhance or restore, and shall not damage or destroy, the exterior architectural features of the
22 landmark and, where specified in the designating ordinance pursuant to Section 1004(c), its
23 major interior architectural features. The proposed work shall not adversely affect the special
24 character or special historical, architectural or aesthetic interest or value of the landmark and
25

1 its site, as viewed both in themselves and in their setting, nor of the historic district in
2 applicable cases.

3 ~~(e)~~(d) For applications pertaining to property in historic districts, other than on a
4 designated landmark site, any new construction, addition or exterior change shall be
5 compatible with the character of the historic district as described in the designating ordinance;
6 and, in any exterior change, reasonable efforts shall be made to preserve, enhance or restore,
7 and not to damage or destroy, the exterior architectural features of the subject property which
8 are compatible with the character of the historic district. Notwithstanding the foregoing, for any
9 exterior change where the subject property is not already compatible with the character of the
10 historic district, reasonable efforts shall be made to produce compatibility, and in no event
11 shall there be a greater deviation from compatibility. Where the required compatibility exists,
12 the application for a Certificate of Appropriateness shall be approved.

13 ~~(d)~~(e) For applications pertaining to all property in historic districts, the proposed work
14 shall also conform to such further standards as may be embodied in the ordinance
15 designating the historic district.

16 ~~(e)~~(f) For applications pertaining to the addition of murals on a landmark or
17 contributory structure in a historic district, the ~~Advisory Board and the Planning Commission~~ HPC
18 shall consider only the placement, size and location of the mural, to determine whether the
19 mural covers or obscures significant architectural features of the landmark or contributory
20 structure. For purposes of review under this Article 10, the City shall not consider the content
21 or artistic merit of the mural.

22 (g) For applications pertaining to property in a historic district in a RH, RM, RTO, NC or
23 UMU district, the HPC, or the Planning Department if the scope of work has been delegated pursuant
24 to Section 1006.2(a), shall exempt such applications from the requirements of Section 1006.6 when
25 compliance would create a significant economic hardship for the applicant, provided that:

1 (1) The scope of the work does not constitute a demolition pursuant to Section 1005(f);

2 (2) The Planning Department has determined that the applicant meets the requirement for
3 economic hardship, such that the fees have been fully or partially waived pursuant to Section 1006.1 of
4 this Code;

5 (3) The Zoning Administrator has determined that in all other aspects the project is in
6 conformance with the requirements of the Planning Code;

7 (4) The applicant and the Department have demonstrated that the project utilizes materials,
8 construction techniques, and regulations, such as the California Historic Building Code, to best
9 achieve the goal of protecting the integrity of the district, while reducing costs to the applicant; and

10 (5) The HPC, or the Planning Department if the scope of work has been delegated pursuant
11 to Section 1006.2(a), has confirmed that all requirements listed herein have been met, and has
12 determined, pursuant to Section 1006.4, that issuance of a Certificate of Appropriateness that fully or
13 partially waives the requirements of Section 1006.6 will not be detrimental to the integrity of the
14 district.

15 (h) For applications pertaining to residential projects within historic districts that are
16 receiving a direct financial contribution or funding from local, state, or federal sources for the purpose
17 of providing a subsidized for-sale housing unit or units to residents earning 120% and below
18 area median income or rental housing unit or units to residents earning 100% and below area
19 median income and where at least 80 percent of the units are so subsidized, the HPC shall
20 exempt such applications from the requirements of Section 1006.6 provided that:

21 (1) The scope of the work does not constitute a demolition pursuant to Section 1005(f);

22 (2) The applicant and the Department have demonstrated that the project utilizes materials,
23 construction techniques, and regulations, such as the California Historic Building Code, to best
24 achieve the goal of protecting the integrity of the district;

1 (3) The applicant has demonstrated that the project has considered all local, state, and
2 federal rehabilitation incentives and taken advantage of those incentives as part of the project, when
3 possible and practical; and

4 (4) The HPC has confirmed that all requirements listed herein have been met, and has
5 determined, pursuant to Section 1006.4 of this Code, that issuance of a Certificate of Appropriateness
6 that fully or partially waives the requirements of Section 1006.6 will not be detrimental to the integrity
7 of the district and furthers the City's housing goals.

8 ~~SEC. 1006.8~~1006.7. APPEALS FROM PLANNING COMMISSION DECISION OF A
9 CERTIFICATE OF APPROPRIATENESS.

10 (a) Right of Appeal. The HPC's or the Planning Commission's decision on a Certificate of
11 Appropriateness shall be final unless appealed to the Board of Appeals, which may modify the decision
12 by a 4/5 vote; provided however, that if the project requires Board of Supervisors approval or is
13 appealed to the Board of Supervisors as a conditional use authorization, the decision shall not be
14 appealed to the Board of Appeals but rather to the Board of Supervisors, which may modify the
15 decision by a majority vote. The action of the Planning Commission in approving or disapproving in
16 whole or in part an application for a Certificate of Appropriateness shall be subject to appeal to the
17 Board of Supervisors in accordance with this Section. An action of the Commission Any Certificate of
18 Appropriateness so appealed from shall not become effective unless and until approved by the
19 Board of Appeals or Board of Supervisors in accordance with this Section. Nothing in this
20 Section shall be construed to authorize the appeal of any decision under Section ~~1006.6~~1006.5
21 of this Article 10 to suspend action on an application.

22 (b) Notice of Appeal. Any appeal under this Section shall be taken by filing written
23 notice of appeal with the Board of Appeals or Clerk of the Board of Supervisors, whichever entity
24 is appropriate under the requirements of subsection (a), within 30 days after the date of action by
25 the Planning Commission HPC or Planning Commission. In the case of a historic district, the notice of

1 ~~appeal shall be subscribed by the owners of at least 20 percent of the property affected by the proposed~~
2 ~~Certificate of Appropriateness; for the purposes of this calculation, the property affected shall be~~
3 ~~deemed to be all property within the historic district. In the case of a landmark not in a historic district,~~
4 ~~the notice of appeal shall be subscribed by the property owner, or by any governmental body or~~
5 ~~agency, or by an organization with a recognized interest in historical preservation.~~

6 (c) Hearing. ~~Upon the filing of such written notice of appeal so subscribed, t~~The Board of
7 Supervisors, the Board of Appeals or the Clerk(s) thereof shall set a time and place for hearing
8 such appeal, which shall be not less than 10 nor more than 30 days after such filing. The
9 Board of Appeals or the Board of Supervisors must decide such appeal within 30 days of the
10 time set for the hearing thereon; provided that, if the full membership of the ~~Boardboard hearing~~
11 the appeal is not present on the last day on which ~~said the~~ appeal is set or continued for hearing
12 within said period, the ~~Boardboard~~ may postpone ~~said the~~ hearing and decision thereon until,
13 but not later than, the full membership of the ~~Boardboard~~ is present; provided, further, that the
14 latest date to which said hearing and decision may be so postponed shall be not more than 90
15 days from the date of filing of the appeal. Failure of the Board of Appeals or the Board of
16 Supervisors to act within such time limit shall be deemed to constitute approval by the Board
17 of the ~~actiondecision~~ of the HPC or Planning Commission.

18 (d) ~~Decision. In acting upon any such appeal, the Board of Supervisors may disapprove the~~
19 ~~action of the Planning Commission only by a vote of not less than of all members of the Board.~~

20 (e) —Decisions Affecting City Hall. The provisions of this Subsection shall govern
21 decisions by the ~~City Planning Commission~~HPC on a Certificate of Appropriateness for
22 alteration work to be done at City Hall, in lieu of any other provision set forth above. Upon the
23 approval or disapproval by the ~~City Planning Commission~~HPC of a Certificate of
24 Appropriateness for alteration of City Hall, the Secretary of the ~~City Planning Commission~~HPC
25 shall transmit to the Clerk of the Board of Supervisors written notification of the

1 ~~Commission~~HPC's decision. The Clerk shall set a time and place for hearing on the decision,
2 which shall be not less than 10 nor more than 30 days after receipt of such notification. The
3 Board of Supervisors may *either* approve, disapprove, or modify the ~~Commission's~~ HPC's
4 decision by majority vote. The Board of Supervisors must take this action within 30 days of the
5 time set for the hearing thereon, provided that, if the full membership of the Board is not
6 present on the last day on which said hearing is set or continued within said period, the Board
7 may postpone said hearing and decision thereon until, but not later than, the full membership
8 of the Board is present; provided further, that the latest date to which said hearing and
9 decision may be so postponed shall be not more than 90 days from the date of the receipt of
10 written notification. Failure of the Board of Supervisors to act within such time limit shall be
11 deemed to constitute approval by the Board of the action of the ~~City Planning Commission~~HPC.

12 SEC. 1007. UNSAFE OR DANGEROUS CONDITIONS.

13 None of the provisions of this Article 10 shall be construed to prevent any measures of
14 construction, alteration, or demolition necessary to correct the unsafe or dangerous condition
15 of any structure, other feature, or part thereof, where such condition has been declared
16 unsafe or dangerous by the ~~Superintendent~~ Director of the ~~Bureau~~ Department of Building
17 Inspection or the Chief of the Bureau of Fire Prevention and Public Safety, and where the
18 proposed measures have been declared necessary, by such official, to correct the *said*
19 condition; provided, however, that only such work as is absolutely necessary to correct the
20 unsafe or dangerous condition may be performed pursuant to this Section. In the event any
21 structure or other feature shall be damaged by fire, or other calamity, or by Act of God or by
22 the public enemy, to such an extent that in the opinion of the aforesaid officials it cannot
23 reasonably be repaired and restored, it may be removed in conformity with normal permit
24 procedures and applicable laws.

25 SEC. 1008. COMPLIANCE WITH MAINTENANCE REQUIREMENTS.

1 The owner, lessee or other person in actual charge of a landmark, or of a structure in
2 a historic district, shall comply with all applicable codes, laws and regulations governing the
3 maintenance of the property. It is the intent of this Section to preserve from deliberate or
4 inadvertent neglect the exterior portions of such landmark or structure, the interior portions
5 thereof when subject to control as specified in the designating ordinance, and all interior
6 portions thereof whose maintenance is necessary to prevent deterioration and decay of any
7 exterior portion. Failure to comply with this Section shall be subject to enforcement and penalties
8 pursuant to Section 1013 below.

9 SEC. 1009. ADVICE AND GUIDANCE TO PROPERTY OWNERS.

10 The ~~Advisory Board~~HPC may, upon request of the property owner, render advice and
11 guidance with respect to any proposed work for which a Certificate of Appropriateness is not
12 required, on a designated landmark site or in a designated historic district. In rendering such
13 advice and guidance, the ~~Advisory Board~~HPC shall be guided by the purposes and standards
14 in this Article 10. This Section shall not be construed to impose any regulations or controls
15 upon any property.

16 SEC. 1010. PROPERTY OWNED BY PUBLIC AGENCIES.

17 (a) The Department shall take appropriate steps to notify all public agencies
18 ~~which~~that own or may acquire property in the City, about the existence and character of
19 designated landmarks and historic districts; if possible, the Department shall cause a current
20 record of such landmarks and historic districts to be maintained in each such public agency. In
21 the case of any publicly owned property on a landmark site or in a historic district which is not
22 subject to the permit review procedures of the City, the agency owning the said property shall
23 seek the advice of the ~~Planning Commission~~HPC prior to approval or authorization of any
24 construction, alteration or demolition thereon; and the ~~Planning Commission, with the aid of the~~
25 ~~Advisory Board and~~HPC, in consultation with the Art Commission in appropriate cases, shall

1 render a report to the owner as expeditiously as possible, based on the purposes and
2 standards in this Article 10. ~~If Planning Commission review of a public project involving~~ In the case
3 of any publicly owned property on a landmark site or in a historic district that is subject to the permit
4 review procedures of the City under any other law or under the Charter, the agency owning the
5 property shall be subject to the provisions of this Article 10, and if the project involves construction,
6 alteration or demolition on a landmark site or in a historic district ~~is required under any other law,~~
7 ~~or under the Charter, the Planning Commission shall render the report referred to in this Section to~~
8 ~~such public agency without specific request therefor~~ a Certificate of Appropriateness shall be required
9 subject to the procedures set forth in this Article 10.

10 (b) All officers, boards, commissions and departments of the City shall cooperate
11 with the ~~Advisory Board and the Planning Commission~~ HPC in carrying out the spirit and intent of
12 this Article 10.

13 (c) Nothing in this Article 10 shall be construed to imposed any regulations or
14 controls upon designated landmarks owned or controlled by the Golden Gate Bridge Highway
15 and Transportation District.

16 SEC. 1011. RECOGNITION OF STRUCTURES OF MERIT.

17 (a) The ~~Advisory Board may recommend, and the Planning Commission~~ HPC may
18 approve, a list of structures of historical, architectural or aesthetic merit ~~which~~ that have not
19 been designated as landmarks and are not situated in designated historic districts. ~~The~~
20 ~~said~~ This list may be added to from time to time. The purpose of this list shall be to recognize
21 and encourage the protection, enhancement, perpetuation and use of such structures. The
22 ~~Advisory Board and the Planning Commission~~ HPC shall maintain a record of historic structures in
23 the City ~~which~~ that have been officially designated by agencies of the State or federal
24 government, and shall cause such structures to be added to the aforesaid list.

1 (b) Nothing in this Article 10 shall be construed to impose any regulations or
2 controls upon such structures of merit included on ~~the said~~such a list and neither designated as
3 landmarks nor situated in historic districts.

4 (c) The ~~Planning Commission, with the advice of the Advisory Board,~~HPC may authorize
5 such steps as it deems desirable to recognize the merit of, and to encourage the protection,
6 enhancement, perpetuation and use of any such listed structure, or of any designated
7 landmark or any structure in a designated historic district, including but not limited to the
8 issuance of a certificate of recognition and the authorization of a plaque to be affixed to the
9 exterior of the structure; and the ~~Planning Commission~~HPC shall cooperate with appropriate
10 State and federal agencies in such efforts.

11 (d) The ~~Planning Commission, with the advice of the Advisory Board,~~HPC may make
12 recommendations to the Board of Supervisors and to any other body or agency responsible,
13 to encourage giving names pertaining to San Francisco history to streets, squares, walks,
14 plazas and other public places.

15 SEC. 1012. Referral of Certain Matters.

16 Prior to passage by the Board of Supervisors, the following matters shall be submitted to the
17 HPC for its written report regarding effects upon historic or cultural resources: ordinances and
18 resolutions concerning historic preservation issues and historic resources; redevelopment project
19 plans; and waterfront land use and project plans.

20 (a) Time Period for Review. The HPC shall submit any written report to the Board of
21 Supervisors within 90 days of the date of referral. Failure of the HPC to act within the prescribed time
22 shall be deemed to constitute a recommendation of disapproval, except that the Board of Supervisors
23 may, by resolution, extend the prescribed time within which the HPC is to render its report.

1 **(b) Report to Planning Commission. If the Planning Commission is required to take action**
2 **on the matter, the HPC shall submit any report to the Planning Commission as well as to the Board of**
3 **Supervisors.**

4 **(c) Referral Back of Proposed Amendments to the Municipal Code. In acting upon any**
5 **proposed amendment to the Municipal Code concerning historic preservation issues and historic**
6 **resources, the Board of Supervisors may modify said amendment but shall not take final action upon**
7 **any material modification that has not been referred to the HPC for its written report. Should the**
8 **Board of Supervisors adopt a motion proposing to modify the amendment while it is before the Board,**
9 **the amendment and the motion proposing modification shall be referred back to the HPC for its written**
10 **report. In all such cases of referral back, the amendment and the proposed modification shall be heard**
11 **by the HPC according to the requirement for a new proposal.**

12 SEC. 1013. ENFORCEMENT AND PENALTIES.

13 Enforcement and Penalties shall be as provided in Sections 176 and 176.1 of this
14 Code.

15 SEC. 1014. APPLICABILITY.

16 (a) No application for a permit to construct, alter or demolish any structure or other
17 feature on a proposed landmark site or in a proposed historic district, filed subsequent to the
18 day that ~~an application has been filed or~~ a resolution adopted to initiate designation or a
19 resolution adopted to confirm initiation of designation of the said proposed landmark site or historic
20 district, shall be approved by the Department while proceedings are pending on such
21 designation; ~~provided however, that after 180 days have elapsed from the date of initiation of said~~
22 ~~designation, if final action on such designation has not been completed, the permit application may be~~
23 ~~approved for 180 days after a resolution is passed initiating designation or confirming nomination of~~
24 designation.

1 The HPC or the Board of Supervisors may approve by resolution a one-time extension of up to
2 90 days of the above-time period. The Board of Supervisors may approve by resolution one further
3 extension of up to 90 days. If final action on such designation has not been completed before the end of
4 the relevant time period, the permit application may be approved.

5 Notwithstanding the above, the Department may approve a permit to construct, alter, or
6 demolish a structure or other feature on a proposed landmark site or in a proposed historic district
7 while proceedings are pending on a proposed designation if the property owner or authorized agent of
8 the property owner applies for and is granted approval of a Certificate of Appropriateness for such
9 work pursuant to the requirements of this Article 10.

10 (b) The provisions of this Article 10 shall be inapplicable to the construction,
11 alteration or demolition of any structure or other feature on a landmark site or in a historic
12 district, where a permit for the performance of such work was issued prior to the effective date
13 of the designation of the said landmark site or historic district, and where such permit has not
14 expired or been cancelled or revoked, provided that construction is started and diligently
15 prosecuted to completion in accordance with the Building Code.

16 SEC. 1015. - SEVERABILITY.

17 If any Section, Subsection, Subdivision, Paragraph, sentence, clause or phrase of this
18 Article 10 or any part thereof, is for any reason held to be unconstitutional or invalid, such
19 decision shall not affect the validity of the remaining portions of this Article 10 or any part
20 thereof. The Board of Supervisors hereby declares that it would have passed each Section,
21 Subsection, Subdivision, Paragraph, sentence, clause or phrase thereof, and any amendments
22 thereto, irrespective of the fact that any one or more Sections, Subsections, Subdivisions,
23 Paragraphs, sentences, clauses or phrases be declared unconstitutional.

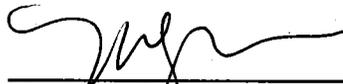
1 Section 3. The Appendices to Article 10 are not amended by this ordinance and thus
2 have not been included here for brevity.

3
4 Section 4. Effective Date. This ordinance shall become effective 30 days from the
5 date of passage.

6
7 Section 5. In enacting this Ordinance, the Board intends to amend only those words,
8 phrases, paragraphs, subsections, sections, articles, numbers, punctuation, charts, diagrams,
9 or any other constituent part of the Planning Code that are explicitly shown in this legislation
10 as additions, deletions, Board amendment additions, and Board amendment deletions in
11 accordance with the "Note" that appears under the official title of the legislation.

12
13 APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

14
15 By:



16 Marlena G. Byrne
17 Deputy City Attorney
18
19
20
21
22
23
24
25



City and County of San Francisco

Tails Ordinance

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 120300

Date Passed: May 15, 2012

Ordinance amending the San Francisco Planning Code, Article 10, entitled "Preservation of Historical Architectural and Aesthetic Landmarks," in its entirety; and making findings, including environmental findings and findings of consistency with the General Plan and Planning Code Section 101.1(b).

April 30, 2012 Land Use and Economic Development Committee - AMENDED

April 30, 2012 Land Use and Economic Development Committee - RECOMMENDED AS AMENDED

May 08, 2012 Board of Supervisors - NOT RE-REFERRED

Ayes: 3 - Avalos, Campos and Mar

Noes: 8 - Chiu, Chu, Cohen, Elsbernd, Farrell, Kim, Olague and Wiener

May 08, 2012 Board of Supervisors - AMENDED

Ayes: 6 - Avalos, Campos, Chiu, Kim, Mar and Olague

Noes: 5 - Chu, Cohen, Elsbernd, Farrell and Wiener

May 08, 2012 Board of Supervisors - AMENDED

Ayes: 11 - Avalos, Campos, Chiu, Chu, Cohen, Elsbernd, Farrell, Kim, Mar, Olague and Wiener

May 08, 2012 Board of Supervisors - NOT AMENDED

Ayes: 3 - Avalos, Campos and Mar

Noes: 8 - Chiu, Chu, Cohen, Elsbernd, Farrell, Kim, Olague and Wiener

May 08, 2012 Board of Supervisors - AMENDED

Ayes: 6 - Avalos, Campos, Chiu, Kim, Mar and Olague

Noes: 5 - Chu, Cohen, Elsbernd, Farrell and Wiener

May 08, 2012 Board of Supervisors - PASSED ON FIRST READING AS AMENDED

Ayes: 8 - Chiu, Chu, Cohen, Elsbernd, Farrell, Kim, Olague and Wiener

Noes: 3 - Avalos, Campos and Mar

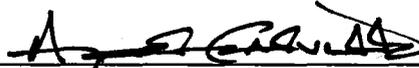
May 15, 2012 Board of Supervisors - FINALLY PASSED

Ayes: 8 - Chiu, Chu, Cohen, Elsbernd, Farrell, Kim, Olague and Wiener

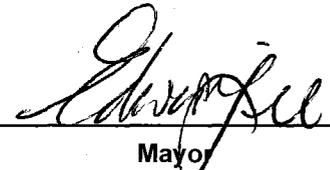
Noes: 3 - Avalos, Campos and Mar

File No. 120300

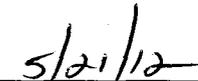
I hereby certify that the foregoing
Ordinance was **FINALLY PASSED** on
5/15/2012 by the Board of Supervisors of the
City and County of San Francisco.



Angela Calvillo
Clerk of the Board



Mayor



Date Approved

1 [Planning Code - Article 11 - Historic Preservation in the C-3 Districts]

2
3 Ordinance amending the San Francisco Planning Code, Article 11, entitled
4 "Preservation of Buildings and Districts of Architectural, Historical, and Aesthetic
5 Importance in the C-3 Districts," in its entirety; and making findings, including
6 environmental findings and findings of consistency with the General Plan and Planning
7 Code Section 101.1(b).

8 NOTE: Additions are single-underline italics Times New Roman;
9 deletions are ~~strike through italics Times New Roman~~.
10 Board amendment additions are double-underlined;
11 Board amendment deletions are ~~strikethrough normal~~.

12 Be it ordained by the People of the City and County of San Francisco:

13 Section 1. Findings. The Board of Supervisors of the City and County of San Francisco
14 hereby finds and determines that:

15 (a) General Plan and Planning Code Findings.

16 (1) On February 2, 2012, at a duly noticed public hearing, the Planning Commission
17 in Resolution No. 18531 found that the proposed Planning Code amendments contained in
18 this ordinance were consistent with the City's General Plan and with Planning Code Section
19 101.1(b). In addition, the Planning Commission recommended that the Board of Supervisors
20 adopt the proposed Planning Code amendments. A copy of said Resolution is on file with the
21 Clerk of the Board of Supervisors in File No. 120301 and is incorporated herein by reference.
22 The Board finds that the proposed Planning Code amendments contained in this ordinance
23 are on balance consistent with the City's General Plan and with Planning Code Section
24 101.1(b) for the reasons set forth in said Resolution.

1 (2) Pursuant to Planning Code Section 302, the Board finds that the proposed
2 ordinance will serve the public necessity, convenience and welfare for the reasons set forth in
3 Planning Commission Resolution No. 18531 which reasons are incorporated herein by
4 reference as though fully set forth.

5 (b) Historic Preservation Commission Findings. On November 2, 2011 at a duly
6 noticed public hearing, the Historic Preservation Commission in Resolution No. 667 reviewed
7 the proposed Planning Code amendments and recommended that the Board of Supervisors
8 adopt some of the proposed amendments. On February 1, 2012 at a duly noticed public
9 hearing, the Historic Preservation Commission reviewed additional possible amendments to
10 Article 10, some of which have been incorporated into the proposed Planning Code
11 amendments, provided additional recommendations, and incorporated all of its prior
12 recommendations in Resolution No. 673, which supersedes its Resolution No. 667 as the
13 Historic Preservation Commission's recommendations to this Board. A copy of Resolution
14 673 and additional recommendations of the Historic Preservation Commission are on file with
15 the Clerk of the Board of Supervisors in File No. 120301.

16 (c) Environmental Findings. The Planning Department has determined that the
17 actions contemplated in this Ordinance are exempt from the California Environmental Quality
18 Act (California Public Resources Code section 21000 et seq.) (CEQA) under Section
19 15060(c)(2) of the CEQA Guidelines to the California Environ. Said determination is on file
20 with the Clerk of the Board of Supervisors in File No. 120301 and is incorporated herein by
21 reference.

22
23 Section 2. The San Francisco Planning Code is hereby amended by amending Article
24 11, to read as follows:
25

1 ARTICLE 11: PRESERVATION OF BUILDINGS AND DISTRICTS OF
2 ARCHITECTURAL, HISTORICAL, AND AESTHETIC IMPORTANCE IN THE C-3 DISTRICTS

3 Sec. 1101. Findings and Purposes.

4 Sec. 1102. Standards for Designation of Buildings.

5 Sec. 1102.1. Designation of Buildings.

6 Sec. 1103. Standards for Designation of Conservation Districts.

7 Sec. 1103.1. Conservation District Designations.

8 Sec. 1104. ~~Notice of Designation.~~ Intentionally Left Blank.

9 Sec. 1105. ~~Reconsideration of Designation.~~ Intentionally Left Blank.

10 Sec. 1106. Procedures for Change of Designation; and Designation of Additional
11 Significant and Contributory Buildings.

12 Sec. 1107. Procedures for Designation of Additional Conservation Districts or
13 Boundary Change of Conservation Districts.

14 Sec. 1108. Notice of Designation.

15 Sec. 1109. Preservation Lots: Eligibility for Transfer of Development Rights.

16 Sec. 1110. Construction, Alteration or Demolition of Significant or Contributory Buildings
17 or Buildings in Conservation Districts.

18 Sec. 1111. Applications for Permits to Alter, Permits to Demolish, and Permits for New
19 Construction in Conservation Districts.

20 Sec. 1111.1. Determination of Minor and Major Alterations.

21 Sec. 1111.2. ~~Referral of Applications for Major Alterations to Landmarks Preservation~~
22 ~~Advisory Board: Review by the Department of City Planning~~ Sign Permits.

23 Sec. 1111.3. ~~Recommendation by the Director of Planning~~ Review by the Planning
24 Department.

1 Sec. 1111.4. ~~Consideration and Decision by the City Planning Commission~~ Scheduling and
2 Notice of Historic Preservation Commission Hearings.

3 Sec. 1111.5. Decision by the ~~City Planning~~ Historic Preservation Commission.

4 Sec. 1111.6. Standards and Requirements for Review of Applications for Alterations.

5 Sec. 1111.7. ~~Permits for Signs~~ Standards and Requirements for Review of Applications for
6 Permits to Demolish.

7 Sec. 1112. ~~Demolition of Significant and Contributory Buildings and Buildings in~~
8 ~~Conservation Districts~~ Intentionally Left Blank.

9 ~~Sec. 1112.1. Applications for a Permit to Demolish.~~

10 ~~Sec. 1112.2. Disposition of Applications to Demolish Contributory Buildings and Unrated~~
11 ~~Buildings in Conservation Districts.~~

12 ~~Sec. 1112.3. Applications to Demolish Significant Buildings or Contributory Buildings from~~
13 ~~which TDR Have Been Transferred; Acceptance and Notice.~~

14 ~~Sec. 1112.4. Referral to the Landmarks Preservation Advisory Board Prior to Hearing; Review~~
15 ~~by the Director of Planning.~~

16 ~~Sec. 1112.5. Planning Commission Hearing and Decision.~~

17 ~~Sec. 1112.6. Decision of the Planning Commission.~~

18 ~~Sec. 1112.7. Standards and Review of Applications to Demolish.~~

19 Sec. 1113. Standards of Review for New and Replacement Construction in
20 Conservation.

21 Sec. 1114. Modification of a Decision of the Historic Preservation Commission.

22 Sec. 1115. Appeal.

23 Sec 1116. Unlawful Alteration or Demolition.

24 Sec. ~~1115~~1117. Conformity with Other City Permit Processes.

25 Sec. ~~1116~~1118. Unsafe or Dangerous Conditions.

1 Sec. ~~117~~1119. Maintenance Requirements and Enforcement Thereof.

2 Sec. ~~119~~1120. Enforcement and Penalties.

3 Sec. ~~120~~1121 Relationship to Article 10.

4 Sec. ~~121~~1122. Notice of Amendment.

5 Sec. ~~122~~1123. Notice Procedure.

6 Sec. ~~123~~1124. Time Provisions.

7 Sec. ~~124~~1125. Severability.

8 Appendix A Category I Buildings.

9 Appendix B Category II Buildings.

10 Appendix C Category III Buildings.

11 Appendix D Category IV Buildings.

12 Appendix E Kearny-Market-Mason-Sutter Conservation District.

13 Appendix F New Montgomery-Second Street Conservation District.

14 Appendix G Commercial-Leidesdorff Conservation District.

15 Appendix H Front-California Conservation District.

16 Appendix I Kearny-Belden Conservation District.

17 Appendix J Pine-Sansome Conservation District.

18 SEC. 1101. FINDINGS AND PURPOSES.

19 (a) It is hereby found that a substantial number of the buildings in the C-3 District
20 have a special architectural, historical, and aesthetic value. These buildings contribute
21 substantially to San Francisco's reputation throughout the United States as a City of
22 outstanding beauty and physical harmony. A substantial number of these special buildings
23 have been and continue to be unnecessarily destroyed or impaired, despite the feasibility of
24 preserving and continuing their use, and without adequate consideration for the irreplaceable
25 loss to the people of the City of their aesthetic, cultural, historic and economic value.

1 (b) It is further found that distinct and definable subareas within the C-3 District
2 possess concentrations of buildings that together create a unique historic, architectural, and
3 aesthetic character which contributes to the beauty and attractiveness of the City. The quality
4 of these geographic areas has been and continues to be degraded by the unnecessary
5 demolition of buildings of substantial architectural and aesthetic merit, by their replacement
6 with buildings which conflict with the character and scale of the area, and by alteration of
7 buildings in a manner which conflicts with the character and scale of the area.

8 (c) It is therefore declared that the protection, enhancement, and perpetuation of
9 buildings and definable subareas of special architectural, historical, and aesthetic interest is
10 necessary to promote the health, safety, prosperity and welfare of the people of the City.

11 Accordingly, the purposes of this Article are:

12 (1) The protection, enhancement, and perpetuation of structures and subareas of
13 special architectural, historical, and aesthetic character which contribute to the urban
14 environment;

15 (2) The maintenance and improvement of a healthy economy for the City by
16 enhancing both property values and the City's attractiveness as a place to do business;

17 (3) The protection and improvement of the City's attractiveness to tourists and other
18 visitors, and the stimulus to business provided thereby;

19 (4) The enrichment of the educational, cultural, aesthetic and spiritual life of the
20 inhabitants of the City by fostering knowledge of the heritage of the City's past and retaining
21 the quality of the City's urban environment.

22 (d) It is further found that the use of Transferable Development Rights ("TDR") as
23 provided herein is necessary to promote the urban planning and design goals of the *Master*
24 General Plan by:

- 1 (1) maintaining appropriate overall development capacities in each zoning district
2 within the C-3 area, as defined by applicable floor area, height, bulk and other parameters;
- 3 (2) encouraging and directing development into the Special Development District in
4 order to maintain a compact downtown financial district; and
- 5 (3) facilitating the retention of Significant Buildings; and ~~encouraging the retention of~~
6 Contributory Buildings, and the compatible replacement or alteration of Unrated buildings in
7 Conservation Districts, as defined herein in this Article.

8 SEC. 1102. STANDARDS FOR DESIGNATION OF BUILDINGS.

9 The buildings in the C-3 Districts are divided into five categories according to the
10 Building Rating methodology as set forth and explained in the Preservation of the Past section
11 of the Downtown Plan, a component of the Master General Plan. Those categories are as
12 follows:

13 (a) Significant Buildings - Category I. Buildings ~~which that~~:

14 (1) Are at least 40 years old; and

15 (2) Are judged to be Buildings of Individual Importance; and

16 (3) Are rated Excellent in Architectural Design or are rated Very Good in both

17 Architectural Design and Relationship to the Environment.

18 (b) Significant Buildings - Category II. Buildings:

19 (1) ~~Which That~~ meet the standards in Section 1102(a) above; and

20 (2) To which, because of their depth and relationship to other structures, it is
21 feasible to add different and higher replacement structures or additions to height at the rear of
22 the structure, even if visible when viewing the principal facades, without affecting their
23 architectural quality or relationship to the environment and without affecting the appearance of
24 the retained portions as separate structures when viewing the principal facades. The

1 designation of Category II Buildings shall identify for each building the portion of the building
2 beyond which such additions may be permitted.

3 (c) Contributory Buildings - Category III. Buildings ~~which~~ that:

4 (1) Are located outside a designated Conservation District; and

5 (2) Are at least 40 years old; and

6 (3) Are judged to be Buildings of Individual Importance; and

7 (4) Are rated either Very Good in Architectural Design or Excellent or Very Good in

8 Relationship to the Environment.

9 (d) Contributory Buildings - Category IV. Buildings ~~which~~ that:

10 (1) Are located in a designated Conservation District; and

11 (2) Are at least 40 years old; and

12 (3) Are judged to be Buildings of Individual Importance, and are rated either Very
13 Good in Architectural Design or Excellent or Very Good in Relationship to the Environment.

14 (4) Are judged to be Buildings of Contextual Importance and are rated Very Good in
15 Architectural Design and/or Excellent or Very Good in Relationship to the Environment.

16 (e) Unrated Buildings - Category V. Buildings ~~which~~ that are not designated as
17 Significant or Contributory.

18 **SEC. 1102.1. DESIGNATION OF BUILDINGS.**

19 The buildings in the C-3 District are classified as follows:

20 (a) Significant Buildings - Category I. The buildings listed in Appendix A to this
21 Article 11 are hereby designated as Significant Buildings - Category I.

22 (b) Significant Buildings - Category II. The buildings listed in Appendix B to this
23 Article 11 are hereby designated as Significant Buildings - Category II.

24 (c) Contributory Buildings - Category III. The buildings listed in Appendix C to this
25 Article 11 are hereby designated as Contributory Buildings - Category III.

1 (d) Contributory Buildings - Category IV. The buildings listed in Appendix D to this
2 Article 11 are hereby designated as Contributory Buildings - Category IV.

3 (e) Unrated Buildings - Category V. All buildings in the C-3 District not otherwise
4 designated in this Section are hereby designated as Unrated - Category V.

5 SEC. 1103. STANDARDS FOR DESIGNATION OF CONSERVATION DISTRICTS.

6 Portions of the C-3 District may be designated as Conservation Districts if they contain
7 substantial concentrations of buildings that together create subareas of special architectural
8 and aesthetic importance. Such areas shall contain substantial concentrations of Significant
9 and Contributory Buildings and possess substantial overall architectural, aesthetic or historic
10 qualities justifying additional controls in order to protect and promote those qualities.

11 SEC. 1103.1. CONSERVATION DISTRICT DESIGNATIONS.

12 The following Conservation Districts are hereby designated for the reasons indicated in
13 the appropriate Appendix:

14 (a) The Kearny-Market-Mason-Sutter Conservation District is hereby designated as
15 set forth in Appendix E.

16 (b) The New Montgomery-Second Street Conservation District is hereby designated
17 as set forth in Appendix F.

18 (c) The Commercial-Leidesdorff Conservation District is hereby designated as set
19 forth in Appendix G.

20 (d) The Front-California Conservation District is hereby designated as set forth in
21 Appendix H.

22 (e) The Kearny-Belden Conservation District is hereby designated as set forth in
23 Appendix I.

24 (f) The Pine-Sansome Conservation District is hereby designated as set forth in
25 Appendix J.

1 SEC. 1104. INTENTIONALLY LEFT BLANK. NOTICE OF DESIGNATION.

2 (a) — ~~The Zoning Administrator shall notify by mail the owners of every building designated~~
3 ~~by this ordinance as a Significant or Contributory Building and every building within a conservation~~
4 ~~district as established by this ordinance.~~

5 (b) — ~~With respect to buildings designated Significant or Contributory by this ordinance,~~
6 ~~notice shall also be given by posting each such building in a conspicuous place as well as by~~
7 ~~publication pursuant to the provisions of California Government Code Section 6064. The notice shall~~
8 ~~state that the owner of every building so designated has the right to request a change of designation~~
9 ~~and the time permitted for making such a request.~~

10 (c) — ~~The Zoning Administrator shall cause a copy of this ordinance, or notice thereof, to be~~
11 ~~recorded in the office of the County Recorder for properties designated as Significant or Contributory,~~
12 ~~and for properties designated within a conservation district, by this ordinance.~~

13 SEC. 1105. INTENTIONALLY LEFT BLANK. RECONSIDERATION OF DESIGNATION.

14 (a) — ~~Request for Reconsideration. Within 45 days of the effective date of this ordinance, a~~
15 ~~request for reconsideration and change of a designation may be filed by any affected property owner,~~
16 ~~by any organization or group which has historic preservation stated as one of its goals in its bylaws or~~
17 ~~articles of incorporation, or the application of at least 50 registered voters of the City, based on the~~
18 ~~grounds that under the standards contained in Section 1102 the designation set forth in this ordinance~~
19 ~~is incorrect. Such a request shall be filed with the Department of City Planning on forms provided for~~
20 ~~that purpose. The Department of City Planning shall not accept or act upon any application filed after~~
21 ~~45 days have passed. Once a request for reconsideration has been made as to any building, no~~
22 ~~additional requests shall be accepted as to that building; however, another applicant may seek a~~
23 ~~change of designation different from that sought in the original reconsideration request. Any property~~
24 ~~owner who contends that the designation applicable to its property deprives the owner of a~~
25 ~~constitutionally protected property right, or that, by reason of such application, the property owner is~~

1 ~~entitled to compensation, shall assert such argument in connection with and in aid of the application~~
2 ~~filed under this Section and provide all evidence in the property owner's possession in support of such~~
3 ~~contention.~~

4 ~~(b) — Referral to the Landmarks Preservation Advisory Board; Review by the Department of~~
5 ~~City Planning. Upon determination by the Zoning Administrator that an application is complete, the~~
6 ~~Zoning Administrator shall promptly refer the matter to the Landmarks Preservation Advisory Board~~
7 ~~for review and recommendation, and the Department of City Planning shall undertake a study of the~~
8 ~~reconsideration request and prepare a report and recommendation. The Landmarks board shall~~
9 ~~recommend approval, disapproval, or approval with modifications of the application within 30 days of~~
10 ~~receiving it; provided, however, that if more than 30 applications are received within any 15-day~~
11 ~~period at the Department of City Planning, the Zoning Administrator may extend the time for Advisory~~
12 ~~Board action with respect to those applications for an additional period of time not to exceed 45 days,~~
13 ~~and if more than 50 applications are received within such time, for an additional period of time deemed~~
14 ~~necessary to allow sufficient time for Board review. If the Landmarks Board fails to respond within the~~
15 ~~allowed time the City Planning Commission shall proceed without a recommendation from the~~
16 ~~Landmarks Board.~~

17 ~~(c) — Submittal to the Planning Commission. Upon completion of the study by the Department~~
18 ~~of City Planning and recommendation by the Landmarks Advisory Board, the matter shall be scheduled~~
19 ~~for public hearing before the Planning Commission; provided, however, that in no event shall it be~~
20 ~~scheduled later than 30 days after the Advisory Board has made its recommendation unless the~~
21 ~~applicant consents to an extension of this time limit. Notice of the hearing shall be given by mail to the~~
22 ~~applicant and to any other persons requesting notice.~~

23 ~~(d) — City Planning Commission Decision. The Planning Commission may approve,~~
24 ~~disapprove, or approve with modifications the reconsideration application. The building shall be~~
25 ~~deemed to be designated according to the decision of the Planning Commission and the provisions of~~

1 ~~this Article 11 applicable to that designation shall apply to the building notwithstanding another~~
2 ~~designation of the building in Appendices A, B, C or D to this Article.~~

3 SEC. 1106. PROCEDURES FOR CHANGE OF DESIGNATION; AND DESIGNATION
4 OF ADDITIONAL SIGNIFICANT AND CONTRIBUTORY BUILDINGS.

5 Buildings may be designated as Significant or Contributory or their designation may be
6 changed through amendment of Appendices A, B, C and D of this Article. Such designation or
7 change of designation shall be governed by the following provisions in lieu of the provisions of
8 Section 302:

9 (a) Initiation. The designation or change of designation of a Significant or
10 Contributory building may be initiated by motion of the Board of Supervisors, by resolution of
11 ~~the Planning Commission or the Landmarks Preservation Advisory Board~~ Historic Preservation
12 Commission (HPC), by the verified application of the owner or authorized agent of the affected
13 property, by the application of any organization or group ~~which~~ that has historic preservation
14 stated as one of its goals in its bylaws or articles of incorporation, or by the application of at
15 least 50 registered voters of the City. Except in the case of initiation by governmental bodies,
16 any such application shall contain historic, architectural, and/or cultural documentation to support
17 the initiation or change of designation as well as any additional information that may be required by
18 the application procedures and policies established by the HPC. ~~be filed with the Department of City~~
19 ~~Planning upon forms prescribed by the Department of City Planning, and shall be accompanied by all~~
20 ~~data required by the Department.~~ If initiated by motion of the Board of Supervisors, the Clerk of the
21 Board of Supervisors shall refer the matter to the HPC for its review and recommendation prior to
22 passage by the Board of Supervisors, without referral to the Planning Commission.

23 (b) Notice; ~~Referral to the Landmarks Preservation Advisory Board;~~ Referral to the HPC;
24 Review by the Planning Department of City Planning. Upon determination by the Zoning
25 ~~Administrator~~ Department that a verified application is complete and contains all necessary

1 information or upon receipt of the motion or resolution of one of the governmental bodies set
2 forth in Subsection (a) above, the ~~Zoning Administrator~~Department shall: (1) promptly schedule a
3 hearing before the HPC on the proposed designation or change of designation; and (2) send notice of
4 the proposed designation or change of designation hearing by mail no less than 20 days prior to the
5 date of the hearing to the owner(s) of the affected property; unless the application is that of the
6 owner; the applicant(s), if any, for the designation or change in designation; to the owners of all
7 properties within 150 feet of the affected property; and to any interested parties who so request in
8 writing to the Department. and (2) promptly refer the matter to the Landmarks Preservation Advisory
9 Board for review and the submittal of a recommendation. The Department of City Planning shall also
10 undertake a study of the proposed designation or change of designation.

11 (c) Action by the Planning Historic Preservation Commission. ~~Upon completion of the~~
12 ~~review of the~~The proposed designation or change of designation by the Department of City
13 ~~Planning and the submittal of the report by the Landmarks Board, the matter~~ shall be placed on the
14 agenda of the ~~Planning Commission~~HPC for public hearing. The ~~Planning Commission~~HPC shall
15 determine the appropriate designation or change in designation of the building. If the ~~Planning~~
16 ~~Commission~~HPC approves or modifies the proposed designation or change of designation in
17 whole or in part, it shall transmit ~~the proposal~~ its recommendation, together with a copy of the
18 resolution ~~of approval~~, to the Clerk of the Board of Supervisors without referral to the Planning
19 Commission.

20 (d) Designation by Board of Supervisors. The Board of Supervisors, or a committee
21 thereof, shall hold a public hearing on any proposal so transmitted to it. The Board of
22 Supervisors may approve, modify and approve, or disapprove the designation or change of
23 designation by a majority vote of all its members.

24 (e) Appeal to Board of Supervisors. If the ~~Planning Commission~~HPC disapproves the
25 proposed designation or change of designation, such action shall be final except upon the

1 filing of a notice of appeal to the Board of Supervisors within 30 days by the applicant or any
2 of the persons, organizations or groups listed in Section 1106(a); provided, however, that if
3 the proposal was initiated by the Board of Supervisors, the Clerk of the ~~said~~ Board shall be
4 notified immediately of the disapproval without the necessity for an appeal.

5 (f) Hearing and Decision by the Board of Supervisors. The Board of Supervisors, or a
6 committee thereof, shall hold a public hearing on any such proposal appealed to it or initiated
7 by it. The Board of Supervisors may uphold the ~~Planning Commission~~HPC, overrule the
8 ~~Planning Commission~~HPC and approve, or modify and approve, the designation or change of
9 designation by a majority vote of all its members.

10 (g) Notice of Board of Supervisors Proceedings. Notice of the hearing scheduled
11 before the ~~Planning Commission and~~ Board of Supervisors, and of the availability of applicable
12 reports, shall be given by mail no less than 20 days prior to the date of the hearing to the initiators
13 of the designation or change of designation, to the ~~owners~~ owner(s) of any affected building, to
14 any appellants, and to any other interested person or organization who so requests in writing to
15 the Department requesting notice.

16 (h) Grounds for Designation or Change of Designation. The designation of a
17 building may be changed if (1) changes in the area in the vicinity of a building located outside
18 a Conservation District warrant a change in the rating of the building with respect to its
19 relationship to the environment and therefore place it in a different category, pursuant to
20 Section 1102; or (2) changes in Conservation District boundaries make a building of
21 Contextual Importance fall outside a Conservation District and therefore no longer eligible for
22 designation as a Contributory building, or, conversely, make a building of Contextual
23 Importance fall within a Conservation District and therefore eligible for designation as a
24 Contributory Building; or (3) changes in the physical features of the building due to
25 circumstances beyond the control of the owner, or otherwise permitted by this Article, warrant

1 placing the building in a different category pursuant to the standards set forth in Section 1102;
2 or (4) restoration of the building to its original quality and character warrants placing the
3 building in a different category pursuant to the standards set forth in Section 1102; or (5) by
4 the passage of time, the building has become at least 40 years old, making it eligible to be
5 considered for designation as a Significant or Contributory building, pursuant to Section 1102;
6 or (6) the discovery of new factual information (for example, information about the history of
7 the building) makes the building eligible for rating as a Building of Individual or Contextual
8 Importance and, therefore, eligible to be designated as a Significant or Contributory Building.

9 SEC. 1107. PROCEDURES FOR DESIGNATION OF ADDITIONAL CONSERVATION
10 DISTRICTS OR BOUNDARY CHANGE OF CONSERVATION DISTRICTS.

11 A Conservation District may be designated or its boundary changed through
12 amendment of Section 1103.1 of this Article 11. The HPC may recommend approval, disapproval,
13 or modification of Conservation District designations or boundary changes to the Board of
14 Supervisors. Such designation or boundary change shall be governed by the following
15 provisions in lieu of the provisions of Section 302.

16 (a) Initiation of Designation or Boundary Change. The designation of an area of the
17 C-3 District as a Conservation District or the change of District boundaries may be initiated by
18 motion of the Board of Supervisors, by resolution of the ~~Planning Commission or the Landmarks~~
19 ~~Preservation Advisory Board~~ HPC, upon the verified application of the owners or other
20 authorized agents of greater than 25 percent of the structures in the area proposed for
21 designation (or, as to an alteration, 25 percent of the structures of the proposed new district
22 unless it would be an area smaller than the existing district, in which case it shall be 25
23 percent of the structures of the existing district), upon the verified application of any
24 organization or group ~~which~~ that has historic preservation stated as one of its goals in its
25 bylaws or articles of incorporation, or upon the verified application of at least 150 registered

1 voters of the City. Except in case of an initiation by governmental bodies, any such application
2 shall contain historic, architectural, and/or cultural documentation to support the designation or
3 boundary change as well as any additional information that may be required by the application
4 procedures and policies established by the HPC be filed with the Department of City Planning upon
5 forms prescribed by the Department of City Planning, and shall be accompanied by all data required
6 by said Department.

7 (b) Notice; Referral to the ~~Landmarks Preservation Advisory Board~~ Historic Preservation
8 Commission; Review by the Planning Department of City Planning. ~~Notice, referral to the~~
9 ~~Landmarks Board and review by the Department of City Planning shall be as provided in Section~~
10 ~~1106(b) of this Article. If a proposed Conservation District designation or boundary change is initiated~~
11 ~~by the Board of Supervisors, the Clerk of the Board shall refer the matter to the HPC for its review and~~
12 ~~recommendation. Upon determination by the Planning Department that a verified application is~~
13 ~~complete and contains all necessary information or upon receipt of a motion or resolution by the Board~~
14 ~~of Supervisors or the HPC initiating designation or a change in designation, the Department shall (1)~~
15 ~~promptly schedule a hearing before the HPC on the proposed district or boundary change; and (2)~~
16 ~~send notice of the HPC hearing by mail no less than 20 days prior to the date of the hearing to the~~
17 ~~initiators of the designation or boundary change, to the owners of all lots within the proposed new~~
18 ~~district or the district being modified, and to any interested parties who make a request in writing to the~~
19 ~~Department.~~

20 (c) ~~Submittal to the Planning Commission. Submittal to and action by the Planning~~
21 ~~Commission shall be as set forth in Section 1106(e) of this Article. Action by the HPC. The proposed~~
22 ~~designation or boundary change shall be placed on the agenda of the HPC for public hearing. If the~~
23 ~~HPC approves or modifies the proposed designation or boundary change in whole or in part, the~~
24 ~~Department shall transmit the HPC's recommendation together with a copy of the HPC's resolution~~

1 and with any comments of the Planning Commission, as set forth in subsection (d) below, to the Clerk
2 of the Board of Supervisors.

3 (d) Review by the Planning Commission. Following action by the HPC, the Department
4 shall promptly refer the HPC's recommendation on the proposed Conservation District designation or
5 boundary change to the Planning Commission, which shall have 45 days to review and comment on the
6 proposed designation or boundary change. The Planning Commission's comments, if any, shall be
7 forwarded to the Board of Supervisors together with the HPC's recommendation. Notice of the
8 Planning Commission hearing shall be given as provided in Section 1107(b) of this Article.

9 The Planning Commission's comments shall be transmitted to the Board of Supervisors as a
10 resolution and shall (1) address the consistency of the proposed boundary change with the policies
11 embodied in the General Plan and the priority policies of Section 101.1, particularly the provision of
12 housing to meet the City's Regional Housing Needs Allocation, and the provision of housing near
13 transit corridors; (2) identify any amendments to the General Plan necessary to facilitate adoption of
14 the proposed boundary change; and (3) evaluate whether the proposed boundary change would conflict
15 with the Sustainable Communities Strategy for the Bay Area.

16 (e) Designation by Board of Supervisors. The Board of Supervisors, or a committee
17 thereof, shall hold a public hearing on any proposal so transmitted to it. The Board of
18 Supervisors may approve, modify and approve, or disapprove the designation or boundary
19 change by a majority vote of all its members.

20 Prior to the Board of Supervisors' vote on a proposed boundary change, the Planning
21 Department shall conduct thorough outreach to affected property owners and occupants. The Planning
22 Department shall invite all property owners and occupants in the area covered by the proposed
23 boundary change to express their opinion in writing on the proposed boundary change, be it in the
24 form of a vote or a survey, with the goal of obtaining the participation of at least half of all
25 property owners and half of all occupants in the area. Such invitation shall advise owners of the

1 practical consequences of the adoption of the proposed boundary change, including the availability of
2 preservation incentives, the types of work requiring a Permit to Alter, the process and fees for
3 obtaining a Permit to Alter, and the types of work that is generally ineligible to receive a Permit to
4 Alter. ~~The property owners' and the occupants' votes, tallied separately and combined, shall~~
5 ~~be considered by the Board of Supervisors when taking action on the proposed boundary~~
6 ~~change.~~

7 (e)(f) Appeal to Board of Supervisors. If the ~~Planning Commission~~HPC disapproves the
8 proposed designation or boundary change, such action shall be final except upon the filing of
9 a notice of appeal to the Board of Supervisors within 30 days by the applicant or any of the
10 persons, organizations, or groups listed in Section 1107(a); provided, however, that if the
11 proposal was initiated by the Board of Supervisors, the Clerk of the ~~said b~~Board shall be
12 notified immediately of the disapproval without the necessity for an appeal.

13 (f)(g) Hearing and Decision by the Board of Supervisors. The Board of Supervisors, or a
14 committee thereof, shall hold a public hearing on any such proposal appealed to it or initiated
15 by it. The Board of Supervisors may uphold the ~~Planning Commission~~HPC, overrule the
16 ~~Planning Commission~~HPC and approve, or modify and approve, the designation or boundary
17 change by a majority vote of all its members.

18 (g)(h) Notice of Board of Supervisors Proceedings. Notice of the hearing scheduled
19 pursuant to this Section before the Planning Commission shall be given by mail no less than 20 days
20 prior to the date of the hearing to: the ~~initiators of applicants for~~ the designation or alteration, if
21 any; the owners of all lots within 300 feet of the proposed new district or ~~of that portion of the~~
22 ~~district being altered;~~ appellants, if any; as well as and to interested individuals or organizations
23 who request such notice in writing to the Planning Department.

24 (h)(i) Standards Applicable to Designation or Boundary Change. The standards
25 governing the designation and change of District boundaries are those set forth in Section

1 1103. Areas may be removed from Conservation Districts if the character of the area has
2 changed such that the area no longer qualifies under the standards set forth in Section 1103.

3 SEC. 1108. NOTICE OF DESIGNATION.

4 When a building has been designated Significant or Contributory or its designation is
5 changed pursuant to Section 1106, or when a new Conservation District is established or the
6 boundary of a Conservation District changed pursuant to Section 1107, the ~~Zoning~~
7 ~~Administrator~~ Planning Department shall notify each affected property owner by mail and shall
8 cause a copy of the ordinance, or notice thereof, to be recorded ~~in the office of~~ with the County
9 Recorder. The Planning Department shall file in its permanent records any new designation or
10 change of designation of a Significant or Contributory Building or a new Conservation District or
11 change of a Conservation District boundary and shall notify the Central Permit Bureau pursuant to
12 Section 1117 of this Article.

13 SEC. 1109. PRESERVATION LOTS: ELIGIBILITY FOR TRANSFER OF
14 DEVELOPMENT RIGHTS.

15 ~~For the purpose of transfer of development rights (TDR) as provided in Section 128 of this~~
16 ~~Code, l~~ Lots on which are located Significant or Contributory Buildings, or Category V Buildings
17 in those certain Conservation Districts and portions thereof as indicated in Section 8 of the
18 Appendix relating to that District are eligible preservation lots *as provided in Section 128 of this*
19 Code for the purposes of Transferable Development Rights ("TDR"), as provided in this Section:

20 (a) Significant Buildings. Lots on which are located buildings designated as
21 Significant Buildings - Category I or Category II - are eligible to transfer the difference
22 between the allowable gross floor area permitted on the lot by Section 124 of this Code and
23 the gross floor area of the development on the lot, if all the requirements for transfer set forth
24 in Section 128 are met. Lots on which are located Significant Buildings which have been
25

1 altered in conformance with the provisions of this Article retain eligibility for the transfer of
2 TDR.

3 (b) Contributory Buildings. Lots on which are located buildings designated as
4 Contributory Buildings - Category III or Category IV - are eligible to transfer the difference
5 between the allowable gross floor area permitted on the lot by Section 124 of ~~the~~ this Code
6 and the gross floor area of the development on the lot, if all the requirements for transfer set
7 forth in Section 128 are met. Alteration or demolition of such a building in violation of Section
8 1110 ~~or Section 1112~~, or alterations or demolitions made without a permit issued pursuant to
9 Sections 1111 through 1111.6Z, eliminates eligibility for the transfer of TDR; provided,
10 however, that such eligibility may nonetheless be retained or acquired again if, pursuant to
11 Section ~~1114(b)~~1116(b): the property owner demonstrates as to any alteration that it was *not*
12 *major, or if the property owner restores the demolished or altered building a Minor Alteration as*
13 *defined in this Article and has applied for a Permit for Minor Alteration pursuant to Section 1111.1; or*
14 *that the property owner has obtained a Permit to Alter to restore the original distinguishing qualities*
15 *and character-defining features that were altered.* Once any TDR have been transferred from a
16 Contributory Building, the building is subject to the same restrictions on demolition and
17 alteration as a Significant Building. These restrictions may not be removed by the transfer of
18 TDR back to the building.

19 (c) Category V Buildings in Conservation Districts. Where explicitly permitted in
20 Section 8 of the Appendix establishing a Conservation District, lots located in such a District
21 on which are located Category V Buildings (designated as neither Significant nor Contributory)
22 are eligible to transfer the difference between the allowable gross floor area permitted on the
23 lot under Section 124 of the Code and the gross floor area of the development on the lot, if all
24 the requirements for transfer set forth in Section 128 are met; provided, however, that a lot is
25 eligible as a Preservation Lot pursuant to this Section only if: (1) the exterior of the building is

1 substantially altered so as to make it compatible with the scale and character of the Significant
2 and Contributory Buildings in the district, including those features described in Sections 6 and
3 7 of the Appendix to Article 11 describing the relevant district, and has thus been determined
4 by the HPC to be a Compatible Rehabilitation, and the building meets or has been reinforced to
5 meet the standards for seismic loads and forces of the 1975 Building Code; or (2) the building
6 on the lot is new, having replaced a Category V Building, and has received approval by the
7 HPC as a Compatible Replacement Building, pursuant to Section 1113. *The procedures*
8 *governing these determinations are set forth in Section 309.*

9 SEC. 1110. CONSTRUCTION, ALTERATION OR DEMOLITION OF SIGNIFICANT OR
10 CONTRIBUTORY BUILDINGS OR BUILDINGS IN CONSERVATION DISTRICTS.

11 *With respect to a designated Significant or Contributory Building or any Category V Building*
12 *in a Conservation District, no person shall carry out or cause to be carried out any alteration to the*
13 *exterior of a building for which a permit is required pursuant to the Building Code unless the permit is*
14 *approved pursuant to the provisions of Sections 1111 through 1111.6 of this Article; provided,*
15 *however, that this approval is not required with respect to the owner of a Contributory Building of*
16 *Category III who has not transferred any TDR and who elects to proceed with a major alteration*
17 *without reference to Sections 1111 through 1111.6. Election to proceed without a permit pursuant to*
18 *this Section may be made at the time that the Zoning Administrator determines that the proposed*
19 *alteration is major pursuant to Section 1111.1. If no election is made at the time of the Zoning*
20 *Administrator's determination that an alteration is major, the applicant may make such election at any*
21 *time thereafter. Review under Sections 1111 through 1111.6 shall cease after such election has been*
22 *made and the permit shall be processed without regard to the requirements of that Section. Election*
23 *shall be made in writing on a form provided by the Zoning Administrator. Where an owner elects not to*
24 *proceed pursuant to Sections 1111 through 1111.6, the proposed alteration for which the application is*
25 *filed shall be deemed not to meet the requirements of Section 1111.6, and if the alteration permit is*

1 ~~issued and work commenced thereunder, the Zoning Administrator shall not issue a Statement of~~
2 ~~Eligibility for the lot on which the building is located.~~

3 (a) No person shall carry out or cause to be carried out any construction, alteration,
4 removal or demolition of a structure or any work involving a sign, awning, marquee, canopy, mural, or
5 other appendage, or any new or replacement construction for which a permit is required pursuant to
6 the Building Code, on any designated Significant or Contributory Building or any building in a
7 Conservation District unless a permit for such work has been approved pursuant to the provisions of
8 this Article 11. Notwithstanding the foregoing, when the application is for a permit to maintain, repair,
9 rehabilitate, or improve streets and sidewalks, including sidewalk widening, accessibility, and bulb-
10 outs, the Planning Department shall process the permit without further reference to this Article 11,
11 unless such streets and sidewalks have been explicitly called out in a conservation district's designating
12 ordinance as character-defining features of the district.

13 (b) The HPC shall approve, disapprove, or modify all applications for permits to alter or
14 demolish any Significant or Contributory Buildings or buildings within Conservation Districts, and
15 permits for any new and replacement construction within Conservation Districts, subject to appeal as
16 provided in Section 1115 of this Article 11. The HPC shall review and act on such permits prior to any
17 other Planning approval action(s). Buildings or areas within the C-3 District designated pursuant to
18 the provisions of both Article 10 and Article 11 shall be regulated pursuant to the procedures of both
19 Articles. In case of conflict, the more restrictive provisions shall apply.

20 (c) If the proposed work would constitute a demolition as defined in Section 1005(f) of this
21 Code, such work shall, in addition to any other requirements, be subject to the provisions of this Article
22 11 governing demolitions and shall require a "Permit to Demolish." All other proposed construction
23 or alteration of a structure, including any new or replacement construction, or any work involving a
24 sign, awning, marquee, canopy, mural, or other appendage work, but excepting ordinary maintenance
25 and repairs, shall require a "Permit to Alter."

1 (d) No person shall demolish or cause to be demolished a Significant or Contributory
2 Building or any building in a Conservation District without obtaining a Permit to Demolish and, if
3 located within a Conservation District, a permit for a Compatible Replacement Building.

4 (e) If at any time following the approval of a Permit to Alter, changes are proposed to the
5 scope of work such that the proposed new scope of work, if approved, would constitute a demolition as
6 defined herein, the owner shall file a new application for a Permit to Demolish and shall obtain such
7 approval prior to proceeding with the proposed new scope of work.

8 (f) A building permit application or amendment for any work that exceeds the scope of
9 work of an approved Permit to Alter or Permit to Demolish shall be referred to the Planning
10 Department by the Central Permit Bureau for HPC review and approval pursuant to this Article 11
11 before the permit may be approved or issued.

12 (g) Notwithstanding the foregoing, in the following cases the Department may process the
13 permit application without further reference to this Article 11:

14 (1) When the application is for a permit for ordinary maintenance and repairs only. For
15 the purpose of this Article 11, "ordinary maintenance and repairs" shall mean any work, the sole
16 purpose and effect of which is to correct deterioration, decay or damage of existing materials,
17 including repair of damage caused by fire or other disaster.

18 (2) When the application is for a permit to construct any new or replacement structures on a
19 site where a Significant or Contributory Building has been lawfully demolished pursuant to this Code
20 and the site is not within a designated Conservation District; or

21 (3) When the application is for a permit to make interior alterations only and does not
22 constitute a demolition as defined in this Article, unless the Planning Department has determined that
23 the proposed interior alterations may result in any visual or material impact to the exterior of the
24 building or when the designating ordinance or applicable Appendix in this Article requires review of
25 such interior alterations.

1 SEC. 1111. APPLICATIONS FOR PERMITS TO ALTER, PERMITS TO DEMOLISH,
2 AND PERMITS FOR NEW CONSTRUCTION IN CONSERVATION DISTRICTS.

3 ~~The Zoning Administrator may define categories of alterations which are deemed to be minor~~
4 ~~alterations and individual permits falling within those categories shall be reviewed and acted upon~~
5 ~~without referral to the Zoning Administrator for review pursuant to Sections 1111 through 1111.6. All~~
6 ~~other applications for permits to undertake any alteration of a building designated Significant or~~
7 ~~Contributory or a building in any Conservation District shall be referred to the Zoning Administrator~~
8 ~~by the Central Permit Bureau within five days of receipt. An applicant for a major alteration permit for~~
9 ~~a Category V Building in any of the Conservation Districts which provides for such eligibility may~~
10 ~~request on the application a determination that if the proposed alteration is completed as approved, the~~
11 ~~building will be deemed a Compatible Rehabilitation under Section 1109(e) so that the lot on which the~~
12 ~~building is located becomes eligible as a Preservation Lot for the transfer of TDR.~~

13 Upon receipt of any application for a building permit, demolition permit, site permit, alteration
14 permit, or any other permit relating to a Significant or Contributory Building or a building within a
15 Conservation District, the Central Permit Bureau shall forward such application to the Planning
16 Department for determination as to whether the application is subject to the provisions of this Article
17 and, if so, for approval under this Article. An application for a Permit to Alter or Permit to Demolish
18 or for new and replacement construction in any Conservation District shall be filed by the owner or
19 authorized agent for the owner of the property for which the permit is sought with the Planning
20 Department. Each application shall be verified by at least one property owner or his or her authorized
21 agent attesting to the truth and correctness of all facts, statements and information presented.

22 (a) Content of Applications. The content of applications shall be in accordance with the
23 policies, rules and regulations of the Department and the HPC. All applications shall be on forms
24 prescribed therefore and shall contain or be accompanied by all information required to assure the
25

1 presentation of all pertinent facts for proper consideration of the case and for the permanent record.

2 Applications shall include the following information:

3 (1) Plans, sections and elevations showing all existing and proposed work, including but not
4 limited to color, texture of materials, architectural design, profile, and detail;

5 (2) All demolition calculations and associated detail drawings showing all interior and
6 exterior alterations associated with the proposed scope of work, including but not limited to any
7 changes to the exterior and internal structural framework, floor plates, removal of interior walls, or
8 changes to the foundation;

9 (3) Specifications describing the means and methods associated with the proposed scope of
10 work, including any technical specifications for all exterior restoration or cleaning work;

11 (4) Photographs showing the property and the context of its surroundings;

12 (5) Any other information that the Department determines may be necessary for the
13 particular scope of work proposed; and

14 (6) Information needed for the preparation and mailing of notices as specified in Section
15 1111.4.

16 (b) In addition to the contents specified for applications in (1) above, any application for a
17 Permit to Demolish a Significant Building or a Contributory Building from which TDR have been
18 transferred shall also contain the following information:

19 (1) An updated historic resource evaluation and conditions assessment report that includes
20 any pertinent information on the condition of the building and historical, architectural, and cultural
21 documentation about the building;

22 (2) The amount paid for the property;

23 (3) The date of purchase, the party from whom purchased, and a description of the business
24 or family relationship, if any, between the owner and the person from whom the property was
25 purchased;

1 (4) The cost of any improvements since purchase by the applicant and date the
2 improvements were made;

3 (5) The assessed value of the land, and improvements thereon, according to the most recent
4 assessments;

5 (6) Real estate taxes for the previous five years;

6 (7) Annual debt service, if any, for the previous five years;

7 (8) All appraisals obtained within the previous five years by the owner or applicant in
8 connection with his or her purchase, financing or ownership of the property;

9 (9) Any listing of the property for sale or rent, price asked and offers received, if any;

10 (10) Any consideration by the owner for profitable and adaptive uses for the property,
11 including renovation studies, plans, and bids, if any;

12 (11) If it is a Preservation Lot eligible to transfer TDR, the amount and value of such
13 untransferred TDR;

14 (12) Annual gross income from the property for the previous five years;

15 (13) Itemized operating and maintenance expenses for the previous five years;

16 (14) Annual cash flow for the previous four years;

17 (15) Building plans, elevations, sections, detail drawings, and any other information required
18 for the Replacement Building;

19 (16) The Statement of Eligibility as set forth in Section 128;

20 (17) An itemized list of the amount of TDR that has been transferred from the property;

21 (18) The amount received for rights transferred;

22 (19) The transferee(s); and

23 (20) A copy of each document effecting a transfer of such rights.

24 (c) An application for a Permit to Demolish any building located in a Conservation District
25 or an application for new construction on vacant lots shall include plans, specifications and elevations

1 showing the proposed exterior appearance, including but not limited to color, texture of materials, and
2 architectural design and detail, for the replacement construction.

3 (d) Category V Buildings (Unrated). The owner or owner's representative of a Category V
4 building located in a Conservation District may apply for one of the following:

5 (1) Compatible Rehabilitation. An applicant for a Permit to Alter a Category V Building
6 (Unrated) may request on the application a determination by the HPC that if the proposed alteration is
7 completed as approved, the building will be deemed a Compatible Rehabilitation under Section 1109(c)
8 so that the lot on which the building is located becomes eligible as a Preservation Lot for the transfer
9 of TDR.

10 (2) Compatible Replacement Building. An applicant for new construction in a Conservation
11 District on a lot where a Category V Building (Unrated) has been lawfully demolished may request on
12 the application a determination by the HPC that if the proposed new construction is completed as
13 approved, the new building will be deemed a Compatible Replacement Building under Section 1109(c)
14 so that the lot on which the building is located becomes eligible as a Preservation Lot for the transfer
15 of TDR.

16 (e) Permit and Application Fee Waivers. In cases of economic hardship, an applicant may
17 be partially or fully exempt from paying fees pursuant to Section 350(e)(2).

18 SEC. 1111.1. DETERMINATION OF MINOR AND MAJOR ALTERATIONS.

19 ~~Within 10 days after referral by the Central Permit Bureau, the Zoning Administrator shall~~
20 ~~determine in writing if the proposed alteration is a Major Alteration or a Minor Alteration.~~

21 ~~(a) — An alteration is considered Major if any of the following apply:~~

22 ~~(1) — The alteration will substantially change, obscure or destroy exterior character defining~~
23 ~~spaces, materials, features or finishes; or~~

24 ~~(2) — The alteration would affect all or any substantial part of a building's structural~~
25 ~~elements, exterior walls or exterior ornamentation; or~~

1 ~~(3) The alteration occurs by virtue of construction which results in a substantial addition of~~
2 ~~height above the height of the building.~~

3 ~~(b) An alteration is considered minor if:~~

4 ~~(1) The criteria set forth in Subsection (a) do not apply; or~~

5 ~~(2) It is an alteration of the ground floor display areas within the architectural frame (piers~~
6 ~~and lintels) of the building to meet the needs of first floor commercial uses; or~~

7 (a) The HPC shall determine if a proposed alteration is a Major Alteration or a Minor
8 Alteration and may delegate approval of Minor Alterations to Department staff, whose decisions may
9 be appealed to the HPC pursuant to subsection 1111.1(b). All work not determined to be a Minor
10 Alteration shall be a Major Alteration and subject to HPC approval. If so delegated to Department
11 staff, the categories of Minor Alteration shall include but are not limited to the following:

12 ~~(3)(1) The Alterations whose~~ sole purpose and effect ~~of the alteration~~ is to comply with the
13 UMB Seismic Retrofit Ordinances and ~~the Zoning Administrator determines that the proposed work~~
14 ~~that comply~~ ~~complies~~ with the UMB Retrofit Architectural Design Guidelines, which guidelines
15 shall be adopted by the ~~Planning Commission.~~ HPC ; or

16 (2) Any other work so delegated to the Department by the HPC.

17 (b) Minor Alterations delegated to Department staff shall be approved, approved with
18 modifications, or disapproved as a Permit for Minor Alteration by the Department without a hearing
19 before the HPC. The Department shall mail its written decision approving a Permit for Minor
20 Alteration to the applicant and any individuals or organizations who have so requested in writing to the
21 Department. The Department's decision may be appealed to the HPC within 15 days of the date of the
22 written decision. The HPC may also review the decisions of the Department by its own motion if such
23 motion is made within 20 days of the date of the written decision.

1 (c) All applications for a Permit to Alter that are not Minor Alterations delegated to
2 Department staff shall be approved, approved with modifications, or disapproved by the HPC pursuant
3 to the procedures in Section 1111.4 and 1111.5 below.

4 (c) ~~The Zoning Administrator shall mail to the applicant and any individuals or~~
5 ~~organizations who so request the written determination as to the category of the proposed alteration.~~
6 ~~Decisions of the Zoning Administrator may be appealed to the Board of Permit Appeals within 10 days~~
7 ~~of the written determination in the manner provided in Section 308.2.~~

8 (d) ~~Permits determined to be for minor alterations shall be returned, with that~~
9 ~~determination noted, to the Central Permit Bureau for further processing; provided, however, that the~~
10 ~~Zoning Administrator may take any action with respect to the application otherwise authorized.~~

11 SEC. 1111.2. ~~REFERRAL OF APPLICATIONS FOR MAJOR ALTERATIONS TO~~
12 ~~LANDMARKS PRESERVATION ADVISORY BOARD; REVIEW BY THE DEPARTMENT OF CITY~~
13 ~~PLANNING.~~

14 (a) ~~Upon determination that the proposed alteration is a major alteration, the Director of~~
15 ~~Planning shall refer applications for permits to alter Significant and Contributory Buildings to the~~
16 ~~Landmarks Preservation Advisory Board for its report and recommendation, which shall be rendered~~
17 ~~within 30 days. Said time limit for the Board to render its report may be extended by the Department of~~
18 ~~City Planning for an additional 30 days to render its report in the case of complex alterations, multiple~~
19 ~~hearings, or upon request of the applicant. If the Board fails to submit a report and recommendation~~
20 ~~within the time allowed, the matter may be considered without reference to such report and~~
21 ~~recommendation.~~

22 (b) ~~Simultaneously with the proceedings before the Landmarks Board, the application shall~~
23 ~~be reviewed by the Department of City Planning.~~

1 (c) ~~Applications for permits to alter any Category V building in a Conservation District~~
2 ~~which alteration is determined to be major shall be governed by the standards of Section 1111.6(e) and~~
3 ~~the procedures set forth in Section 309. SIGN PERMITS.~~

4 (a) New general advertising signs are prohibited in any Conservation District or on any
5 historic property regulated by this Article 11.

6 (b) If a permit for a sign is required pursuant to Article 6 of this Code, the requirements of
7 this Section shall apply to such permit in addition to those of Article 6.

8 (c) In addition to the requirements of Article 6, an application for a business sign, general
9 advertising sign, identifying sign, or nameplate to be located on a Significant or Contributory Building
10 or any building in a Conservation District shall be subject to review by the HPC pursuant to the
11 provisions of this Article. The HPC shall disapprove the application or approve it with modifications if
12 the proposed location, materials, typeset, size of lettering, means of illumination, method of
13 replacement, or the attachment would adversely affect the special architectural, historical or aesthetic
14 significance of the subject building or the Conservation District. No application shall be denied on the
15 basis of the content of the sign.

16 SEC. 1111.3. ~~RECOMMENDATION BY THE DIRECTOR OF PLANNING.~~

17 ~~After considering any report and recommendation submitted by the Landmarks Preservation~~
18 ~~Advisory Board, the Director of Planning shall make a determination on the application and shall~~
19 ~~submit a written recommendation containing findings to the Planning Commission. The~~
20 ~~recommendation may be to approve, to approve with conditions, or disapprove the application for~~
21 ~~alteration, and, where applicable, the application for a determination that the building is a Compatible~~
22 ~~Rehabilitation. The Commission, the applicant and any other person who so requests shall be supplied~~
23 ~~with a copy of reports and recommendations of the Landmarks Preservation Advisory Board and the~~
24 ~~findings and recommendations of the Director of Planning. REVIEW BY THE PLANNING~~

25 DEPARTMENT.

Planning Commission
BOARD OF SUPERVISORS

1 The Department shall review all applications and shall determine within 30 days after the
2 application is filed whether the application is complete. Applications for Minor Alterations that have
3 been delegated to Department staff may be approved by the Department pursuant to Section 1111.1
4 without a hearing before the HPC. Upon acceptance as complete of an application that is not a Minor
5 Alteration or upon appeal to or a request by the HPC to exercise its review powers over a Minor
6 Alteration as set forth in 1111.1, the HPC shall hold a hearing and approve, approve with
7 modifications, or disapprove the application in accordance with the procedures set forth in this Section
8 1111.

9 SEC. 1111.4. ~~CONSIDERATION AND DECISION BY THE CITY PLANNING~~
10 ~~COMMISSION.~~

11 ~~(a) — The recommendation of the Director of Planning shall be placed on the consent~~
12 ~~calendar of the City Planning Commission; provided, however, that upon the request of the applicant~~
13 ~~or of any person prior to the City Planning Commission meeting or by a member of the Commission at~~
14 ~~the meeting, the matter may be removed from the consent calendar and calendared for a public hearing~~
15 ~~before the Planning Commission at a later meeting, which shall be the next regular meeting of the~~
16 ~~Commission unless the applicant otherwise consents.~~

17 ~~(b) — Notice of the time, place and purpose of the hearing before the City Planning~~
18 ~~Commission shall begin given as follows:~~

19 ~~(1) — By mail to the applicant;~~

20 ~~(2) — When the application is for alteration of a building located in a Conservation District,~~
21 ~~by mail not less than 10 days prior to the date of the hearing to the owners of all real property within~~
22 ~~300 feet of property that is the subject of the application.~~ SCHEDULING AND NOTICE OF HISTORIC

23 PRESERVATION COMMISSION HEARINGS

24 ~~(a) — If a public hearing before the HPC is required under this Section 1111, the Department~~
25 ~~shall set a time and place for the hearing within a reasonable period. Notice of the time, place, and~~

1 purpose of the hearing shall be given by the Department not less than 20 days prior to the date of the
2 hearing as follows:

3 (1) By mail to the owner of the subject property;

4 (2) By mail to the applicant;

5 (3) By mail to any interested parties who make a request in writing to the Department;

6 (4) For applications for a building located in a Conservation District, by mail to the owners
7 of all real property within 300 feet of the subject property;

8 (5) For applications for a building not located in a Conservation District, by mail to the
9 owners of all real property within 150 feet of the subject property;

10 (6) By posting notice on the site; and

11 (7) By any other means as the Department deems appropriate.

12 (b) Notice for HPC review of Minor Permits to Alter. A hearing for the HPC to exercise its
13 review powers over a Minor Permit to Alter shall be noticed:

14 (1) By mail not less than 10 days prior to the date of the hearing to the applicant, all owners
15 within 150 feet of the subject property, as well as to any other interested parties who so request in
16 writing to the Department; and

17 (2) By posted notice on the site not less than 10 days prior to the date of the hearing.

18 SEC. 1111.5. DECISION BY THE CITY PLANNING HISTORIC PRESERVATION
19 COMMISSION.

20 (a) The ~~Planning Commission~~HPC may approve, disapprove, or approve with
21 conditions an application for ~~an alteration permit~~ a Permit to Alter or a Permit to Demolish and,
22 where applicable for new or replacement construction, for a determination that the building is a
23 Compatible Rehabilitation under Section 1113 or a Compatible Replacement Building under Section
24 1109(c), and shall make findings in support of its decision. ~~If the Planning Commission approves~~
25 the recommendation of the Director of Planning, it may adopt or modify the findings of the Director of

1 ~~Planning as appropriate. Where the Planning Commission disapproves the recommendations of the~~
2 ~~Director of Planning, it shall make findings supporting its decision. If the Commission disapproves the~~
3 ~~application for a permit to alter, it shall recommend disapproval to the Central Permit Bureau which~~
4 ~~shall deny the application. The Planning Commission's determination that a building qualifies or fails~~
5 ~~to qualify as a Compatible Rehabilitation is a final administrative decision. Any decision of the~~
6 ~~Planning Commission rendered pursuant to this Section shall be rendered within 30 days from the date~~
7 ~~of conclusion of the hearing.~~

8 (b) For applications for a Permit to Demolish, the applicant has the burden of establishing
9 that the criteria governing the approval of applications set forth in Section 1111.7 have been met.

10 (c) The decisions of the HPC shall be final except upon modification by the Planning
11 Commission as provided in Section 1114 or upon the filing of a timely appeal to the Board of Appeals
12 or Board of Supervisors as provided in Section 1115.

13 SEC. 1111.6. STANDARDS AND REQUIREMENTS FOR REVIEW OF
14 APPLICATIONS FOR ALTERATIONS.

15 The HPC, the Board of Permit Appeals, the Board of Supervisors, the City Planning
16 Commission and the Department, the Director of Planning, and the Landmarks Board shall be
17 governed by the following standards in the review of applications for ~~major alteration permits~~
18 Permits to Alter. In the case of conflict with other requirements, including the requirements of Article
19 10, the more restrictive standards shall apply.

20 (a) The proposed alteration shall be consistent with and appropriate for the
21 effectuation of the purposes of this Article 11.

22 (b) The proposed work shall comply with the Secretary of the Interior's Standards for the
23 Treatment of Historic Properties for significant and contributory buildings, as well as any applicable
24 guidelines, local interpretations, bulletins, or other policies. Development of local interpretations and
25 guidelines based on the Secretary of the Interior's Standards shall be led by the Planning Department

1 through a public participation process; such local interpretations and guidelines shall be found in
2 conformance with the General Plan and Planning Code by the Planning Commission and shall be
3 adopted by both the HPC and the Planning Commission. If either body fails to act on any such local
4 interpretation or guideline within 180 days of either body's initial hearing where the matter was
5 considered for approval, such failure to act shall constitute approval by that body. In the case of any
6 apparent inconsistency among the requirements of this Section, compliance with the requirements of
7 the designating ordinance shall prevail.

8 **(b)(c)** For Significant Buildings - Categories I and II, and for Contributory Buildings -
9 Categories III and IV, proposed alterations of structural elements and exterior features shall
10 be consistent with the architectural character of the building, and shall comply with the
11 following specific requirements:

12 (1) The distinguishing original qualities or character of the building may not be
13 damaged or destroyed. Any distinctive architectural feature which affects the overall
14 appearance of the building shall not be removed or altered unless it is the only feasible means
15 to protect the public safety.

16 (2) The integrity of distinctive stylistic features or examples of skilled craftsmanship
17 that characterize a building shall be preserved.

18 (3) Distinctive architectural features which are to be retained pursuant to Paragraph
19 (1) but which are deteriorated shall be repaired rather than replaced, whenever possible. In
20 the event replacement is necessary, the new material shall match the material being replaced
21 in composition, design, color, texture and other visual qualities. Repair or replacement of
22 missing architectural features shall be based on accurate duplication of features,
23 substantiated by historic, physical or pictorial evidence, if available, rather than on conjectural
24 designs or the availability of different architectural elements from other buildings or structures.

1 Replacement of nonvisible structural elements need not match or duplicate the material being
2 replaced.

3 (4) Contemporary design of alterations is permitted, provided that such alterations
4 do not destroy significant exterior architectural material and that such design is compatible
5 with the size, scale, color, material and character of the building and its surroundings.

6 (5) The degree to which distinctive features need be retained may be less when the
7 alteration is to exterior elements not constituting a part of a principal facade or when it is an
8 alteration of the ground-floor frontage in order to adapt the space for ground-floor uses.

9 (6) In the case of Significant Buildings - Category I, any additions to height of the
10 building (including addition of mechanical equipment) shall be limited to one story above the
11 height of the existing roof, shall be compatible with the scale and character of the building,
12 and shall in no event cover more than 75 percent of the roof area.

13 (7) In the case of Significant Buildings - Category II, a new structure or addition,
14 including one of greater height than the existing building, may be permitted on that portion of
15 the lot not restricted in Appendix B even if such structure or addition will be visible when
16 viewing the principal facades at ground level, provided that the structure or addition does not
17 affect the appearance of the retained portion as a separate structure when so viewing the
18 principal facades and is compatible in form and design with the retained portion. Alteration of
19 the retained portion of the building is permitted as provided in Paragraphs (1) through (6) of
20 this Subsection ~~(b)~~(c).

21 ~~(e)~~(d) Within Conservation Districts, all major exterior alterations, of Category V
22 Buildings, shall be compatible in scale and design with the District as set forth in Sections 6
23 and 7 of the Appendix which describes the District.

1 ~~(e) If TDR have been transferred from any Contributory Building, the building shall be~~
2 ~~subject to the same restrictions on alterations as a Significant Building. These restrictions may not be~~
3 ~~removed by the transfer of TDR back to the building.~~

4 SEC. 1111.7. ~~PERMITS FOR SIGNS.~~

5 ~~(a) Installation of a new general advertising sign is prohibited in any Historic District or~~
6 ~~Conservation District or on any historic property regulated by this Article 11.~~

7 ~~(b) Wherever a permit for a sign is required pursuant to Article 6 of this Code, an~~
8 ~~application for such permit shall be governed by the provisions of this Section in addition to those of~~
9 ~~Article 6.~~

10 ~~(c) Apart from and in addition to any grounds for approval or disapproval of the~~
11 ~~application under Article 6, an application involving a permit for a business sign, or general~~
12 ~~advertising sign, identifying sign, or nameplate to be located on a Significant or Contributory Building~~
13 ~~or any building in a Conservation District may be disapproved, or approved subject to conditions if the~~
14 ~~proposed location, materials, means of illumination or method or replacement of attachment would~~
15 ~~adversely affect the special architectural, historical or aesthetic significance of the building or the~~
16 ~~Conservation District. No application shall be denied on the basis of the content of the sign.~~

17 ~~(d) The Director of Planning shall make the determination required pursuant to Subsection~~
18 ~~(b). Any permit applicant may appeal the determination of the Director of Planning to the City~~
19 ~~Planning Commission by filing a notice of appeal with the Secretary of the Commission within 10 days~~
20 ~~of the determination. The City Planning Commission shall hear the appeal and make its determination~~
21 ~~within 30 days of the filing of the notice of appeal.~~ STANDARDS AND REQUIREMENTS FOR

22 REVIEW OF APPLICATIONS FOR DEMOLITION.

23 ~~(a) The HPC, Planning Commission, Board of Appeals, and the Board of Supervisors (each~~
24 ~~referred to as a "Decisionmaker" for the purposes of this Section) shall apply the following standards~~

1 in their review of applications for a Permit to Demolish a Significant or Contributory Building or
2 building within a Conservation District. No demolition permit may be approved unless:

3 (1) For Significant Buildings (Categories I and II); and Contributory Buildings (Categories
4 111 and IV) from which TDR have been transferred:

5 (A) The Decisionmaker determines and makes written findings based on substantial
6 evidence in the record that the property retains no substantial remaining market value or reasonable
7 use, taking into account the value of any TDR that have been transferred or which may be available to
8 transfer from the property and the cost of rehabilitation to meet the requirements of the Building Code
9 or City, State and federal laws. Costs necessitated by alterations or demolition made in violation of
10 Article 10 or 11, or by failure to maintain the property in violation of Section 1119, may not be
11 included in the calculation of rehabilitation costs; or

12 (B) The Director of the Department of Building Inspection or the Chief of the Bureau of Fire
13 Prevention and Public Safety determines after consultation, to the extent feasible with the HPC and the
14 Planning Department, that an imminent safety hazard exists and that demolition of the structure is the
15 only feasible means to secure the public safety.

16 (2) For Contributory Buildings from which no TDR has been transferred:

17 (A) The Decisionmaker determines and makes written findings based on substantial
18 evidence in the record that the property retains no substantial remaining market value or reasonable
19 use, taking into account the value of any TDR that may be available to transfer from the property and
20 costs of rehabilitation to meet the requirements of the Building Code or City, State and federal laws.
21 Costs necessitated by alterations or demolition made in violation of Article 10 or 11, or by failure to
22 maintain the property in violation of Section 1119, may not be included in the calculation of
23 rehabilitation costs;

24 (B) The Director of the Department of Building Inspection or the Chief of the Bureau of Fire
25 Prevention and Public Safety determines, after consultation to the extent feasible with the HPC and the

1 Planning Department, that an imminent safety hazard exists and that demolition of the structure is the
2 only feasible means to secure the public safety; or

3 (C) The Decisionmaker determines based on substantial evidence in the record that:

4 (i) The rehabilitation and reuse of the building will not meet most of the goals and
5 objectives of the proposed replacement project;

6 (ii) The proposed replacement project is compatible with the Conservation District in which
7 the property is located; and

8 (iii) Specific economic, social, or other benefits of the proposed replacement project
9 significantly outweigh the benefit conferred from the historic preservation of the particular structure or
10 feature.

11 (3) For Category V Buildings (Not Rated) in Conservation Districts: The Decisionmaker
12 determines that: (A) the building has not gained additional historical or architectural significance that
13 may make it eligible for classification as a Category I, II, or IV Building; and (B) the proposed
14 Replacement Building is compatible with the Conservation District in which the property is located. If
15 the Decisionmaker determines based on new documentation presented that a Category V Building has
16 gained significance such that it is eligible for classification as a Category I, II, or IV Building and
17 reclassification of the Category V Building is initiated as provided in Section 1106, the Permit to
18 Demolish shall be reviewed under Subsection (a)(1) or (a)(2) above, and not under this Subsection
19 (a)(3). Additionally, if the building has completed a Compatible Rehabilitation pursuant to Section
20 1109(c), and has transferred development rights from the property, then the building shall be treated as
21 a Significant Building (Category I or II). Any determination that a Category V Building may be
22 eligible for reclassification shall be void if, within 180 days of such determination, the Board of
23 Supervisors has not re-designated the building to a Category I, II, or IV Building.

24 (b) The cumulative effects on the integrity of the Conservation District associated with
25 demolition of a Contributory Building shall be considered and may be grounds for denial of the Permit

1 to Demolish, if it is found that the demolition would substantially diminish the integrity of the
2 Conservation District.

3 (c) In addition to the above requirements, no demolition permit shall be issued by the
4 Department of Building Inspection or any other agency for any building located in a Conservation
5 District until an application for the new or replacement building has been approved in accordance with
6 the standards for new construction in a Conservation District as provided in this Article, and the
7 building or site permit conforming to such approval has been lawfully issued.

8 **SEC. 1112. INTENTIONALLY LEFT BLANK. DEMOLITION OF SIGNIFICANT AND**
9 **CONTRIBUTORY BUILDINGS AND BUILDINGS IN CONSERVATION DISTRICTS.**

10 ~~No person shall demolish or cause to be demolished all or any part of a Significant or~~
11 ~~Contributory Building or any building in a Conservation District without obtaining a demolition or~~
12 ~~alteration permit pursuant to the provisions of this Article. Applications for permits to demolish~~
13 ~~Category V Buildings located outside a Conservation District may be processed without reference to~~
14 ~~this Article.~~

15 **SEC. 1112.1. APPLICATIONS FOR A PERMIT TO DEMOLISH.**

16 Applications for a permit to demolish any Significant or Contributory Building or any building
17 in a Conservation District shall comply with the provisions of Section 1006.1 of Article 10 of this Code.

18 In addition to the contents specified for applications in Section 1006.1 of Article 10, any
19 application for a permit to demolish a Significant Building, or a Contributory Building from which
20 TDR have been transferred, on the grounds stated in Section 1112.7(a)(1), shall contain the following
21 information:

22 (a) — For all property:

23 (1) — The amount paid for the property;

1 (2) — ~~The date of purchase, the party from whom purchased, and a description of the business~~
2 ~~or family relationship, if any, between the owner and the person from whom the property was~~
3 ~~purchased;~~

4 (3) — ~~The cost of any improvements since purchase by the applicant and date incurred;~~

5 (4) — ~~The assessed value of the land, and improvements thereon, according to the most recent~~
6 ~~assessments;~~

7 (5) — ~~Real estate taxes for the previous two years;~~

8 (6) — ~~Annual debt service, if any, for the previous two years;~~

9 (7) — ~~All appraisals obtained within the previous five years by the owner or applicant in~~
10 ~~connection with his or her purchase, financing or ownership of the property;~~

11 (8) — ~~Any listing of the property for sale or rent, price asked and offers received, if any;~~

12 (9) — ~~Any consideration by the owner for profitable and adaptive uses for the property,~~
13 ~~including renovation studies, plans, and bids, if any; and~~

14 (b) — ~~For income producing property:~~

15 (1) — ~~Annual gross income from the property for the previous four years;~~

16 (2) — ~~Itemized operating and maintenance expenses for the previous four years;~~

17 (3) — ~~Annual cash flow for the previous four years.~~

18 ~~Applications for the demolition of any Significant or Contributory Building shall also contain a~~
19 ~~description of any Transferable Development Rights or the right to such rights which have been~~
20 ~~transferred from the property, a statement of the quantity of such rights and untransferred rights~~
21 ~~remaining, the amount received for rights transferred, the transferee, and a copy of each document~~
22 ~~effecting a transfer of such rights.~~

23 ~~SEC. 1112.2. DISPOSITION OF APPLICATIONS TO DEMOLISH CONTRIBUTORY~~
24 ~~BUILDINGS AND UNRATED BUILDINGS IN CONSERVATION DISTRICTS.~~

1 (a) ~~The Zoning Administrator shall determine, within five days of acceptance of a complete~~
2 ~~application, the designation of the building and, with respect to Contributory Buildings, whether any~~
3 ~~TDR have been transferred from the lots of such buildings.~~

4 (b) ~~If the Zoning Administrator determines that TDR have been transferred from the lot of a~~
5 ~~Contributory Building, the application for demolition of that building shall be reviewed and acted upon~~
6 ~~as if it applied to a Significant Building.~~

7 (c) ~~The Zoning Administrator shall approve any application for demolition of a~~
8 ~~Contributory Building in a Conservation District from which no TDR have been transferred, or an~~
9 ~~Unrated Building located in a Conservation District, if a building or site permit has been lawfully~~
10 ~~issued for a replacement structure on the site, in compliance with Section 1113. The Zoning~~
11 ~~Administrator shall approve an application for demolition of a Significant Building Category II if a~~
12 ~~building or site permit has been lawfully issued for an alteration or replacement structure on the~~
13 ~~portion of the site which would be affected by the demolition, in compliance with Section 1111.6(b)(7).~~

14 ~~The Zoning Administrator shall disapprove any application for a demolition permit where the~~
15 ~~foregoing requirement has not been met; provided, however, that the Zoning Administrator shall~~
16 ~~approve any otherwise satisfactory application for such a permit notwithstanding the fact that no~~
17 ~~permit has been obtained for a replacement structure if the standards of Section 1112.7 for allowing~~
18 ~~demolition of a Significant Building are met.~~

19 (d) ~~The Zoning Administrator shall approve applications to permit demolition of a~~
20 ~~Contributory Building Category III from which no TDR have been transferred only if a building or~~
21 ~~site permit for a replacement building on the same site has been approved, and it has been found,~~
22 ~~pursuant to review under the procedural provisions of Section 309, that the proposed replacement will~~
23 ~~not adversely affect the character, scale or design qualities of the general area in which it is located,~~
24 ~~either by reason of the quality of the proposed design or by virtue of the relation of the replacement~~
25 ~~structure or structures to their setting. Notwithstanding the preceding sentence, the Zoning~~

1 ~~Administrator shall approve any such demolition permit application if the standards of Section 1112.7~~
2 ~~for allowing demolition of a Significant Building are met.~~

3 ~~SEC. 1112.3. APPLICATIONS TO DEMOLISH SIGNIFICANT BUILDINGS OR~~
4 ~~CONTRIBUTORY BUILDINGS FROM WHICH TDR HAVE BEEN TRANSFERRED; ACCEPTANCE~~
5 ~~AND NOTICE.~~

6 ~~Upon acceptance as complete of applications for a permit to demolish any Significant Building~~
7 ~~or to demolish any Contributory Building from which TDR have been transferred, the application shall~~
8 ~~be placed on the agenda of the Planning Commission for hearing.~~

9 ~~SEC. 1112.4. REFERRAL TO THE LANDMARKS PRESERVATION ADVISORY BOARD~~
10 ~~PRIOR TO HEARING; REVIEW BY THE DIRECTOR OF PLANNING.~~

11 ~~The application for a permit to demolish a building covered by Section 1112.3 shall be referred~~
12 ~~to the Landmarks Preservation Advisory Board and considered by said Board pursuant to the~~
13 ~~provisions of Section 1006.4 of this Code. The Director of Planning shall prepare a report and~~
14 ~~recommendation for the Planning Commission. If the Landmarks Board does not act within 30 days of~~
15 ~~referral to it, the Planning Commission may proceed without a report and recommendation from the~~
16 ~~Landmarks Board.~~

17 ~~SEC. 1112.5. PLANNING COMMISSION HEARING AND DECISION.~~

18 ~~The application shall be heard by the Planning Commission. Notice of the hearing shall be~~
19 ~~given in the manner set forth in Section 309(c). In such proceedings, the applicant has the burden of~~
20 ~~establishing that the criteria governing the approval of applications set forth in Section 1112.7 have~~
21 ~~been met.~~

22 ~~SEC. 1112.6. DECISION OF THE PLANNING COMMISSION.~~

23 ~~The Planning Commission may approve, disapprove or approve with conditions, the~~
24 ~~application, and shall make findings relating its decision to the standards set forth in Section 1112.7.~~

1 ~~The decision of the Planning Commission shall be rendered within 30 days from the date of conclusion~~
2 ~~of the hearing.~~

3 ~~SEC. 1112.7. STANDARDS AND REVIEW OF APPLICATIONS TO DEMOLISH.~~

4 ~~The Board of Permit Appeals, the City Planning Commission, the Director of Planning, and the~~
5 ~~Landmarks Board shall follow the standards in this Section in their review of applications for a permit~~
6 ~~to demolish any Significant or Contributory Building from which TDR have been transferred.~~

7 ~~No demolition permit may be approved unless: (1) it is determined that under the designation,~~
8 ~~taking into account the value of Transferable Development Rights and costs of rehabilitation to meet~~
9 ~~the requirements of the Building Code or other City, State or federal laws, the property retains no~~
10 ~~substantial remaining market value or reasonable use; or (2) the Superintendent of the Bureau of~~
11 ~~Building Inspection or the Chief of the Bureau of Fire Prevention and Public Safety determines, after~~
12 ~~consultation, to the extent feasible, with the Department of City Planning, that an imminent safety~~
13 ~~hazard exists and that demolition of the structure is the only feasible means to secure the public safety.~~
14 ~~Costs of rehabilitation necessitated by alterations made in violation of Section 1110, by demolition in~~
15 ~~violation of Section 1112, or by failure to maintain the property in violation of Section 1117, may not~~
16 ~~be included in the calculation of rehabilitation costs under Subsection (1).~~

17 SEC. 1113. STANDARDS OF REVIEW FOR NEW AND REPLACEMENT
18 CONSTRUCTION IN CONSERVATION DISTRICTS.

19 (a) The HPC, Planning Commission, Board of Appeals, and Board of Supervisors shall find
20 in their review of applications for ~~No person shall construct or cause to be constructed~~ any new or
21 replacement structure or for an addition to any existing structure in a Conservation District
22 ~~unless it is found~~ that such construction is compatible in scale and design with the District as
23 set forth in Sections 6 and 7 of the Appendix ~~which~~ that describes the District.

24 (b) Applications for a building or site permit to construct or add to a structure in any
25 Conservation District shall be reviewed and approved, approved with modifications, or disapproved

1 by the HPC before any other Planning approval action that may be required, including review by the
2 Planning Commission pursuant to the procedures set forth in Section 309 and shall only be
3 approved pursuant to Section 309 if they meet the standards set forth ~~herein~~ in this Article.
4 For projects that require Section 309 review, the Planning Commission may modify the decision of the
5 HPC pursuant to Section 1114, provided that the project does not concern a designated Significant
6 (Categories I and II) or a Contributory (Category III) building.

7 (c) ~~if~~ a building or site permit application ~~for construction of a building to construct or~~
8 add to a structure in any Conservation District is approved by the HPC pursuant to this Section
9 Article without modification by the Planning Commission and if the building is constructed in
10 accordance with such approval, and if the building ~~s~~ is located in a Conservation District for
11 which, pursuant to Section 8 of the Appendix establishing that district, such a transfer is
12 permitted, the building shall be deemed a Compatible Replacement Building, and the lot on
13 which such building is located shall be eligible as a Preservation Lot for the transfer of TDR.

14 SEC. 1114. MODIFICATION OF A DECISION OF THE HISTORIC PRESERVATION
15 COMMISSION.

16 For projects that require multiple planning approvals, the HPC shall review and act on any
17 Permit to Alter or Permit to Demolish before any other Planning approval action.

18 (a) For projects that require a Conditional Use Authorization or Permit Review under
19 Section 309 and do not concern a Significant Building (Categories I & II) or a Contributory Building
20 (Category III only), the Planning Commission may modify any decision on a Permit to Alter or Permit
21 to Demolish by a two-thirds vote, provided that the Planning Commission shall apply all applicable
22 historic resources provisions of this Code.

23 (b) For projects to be located on vacant lots, the Planning Commission may modify any
24 decision on a Permit to Alter by a two-thirds vote, provided that the Planning Commission shall apply
25 all applicable historic resources provisions of this Code.

1 SEC. 1115. APPEAL.

2 The HPC's or the Planning Commission's decision on a Permit to Alter or a Permit to
3 Demolish shall be final unless appealed to the Board of Appeals, which may modify the decision by a
4 four-fifths vote; provided however, that if the project requires Board of Supervisors approval or is
5 appealed to the Board of Supervisors as a Conditional Use Authorization, the decision shall not be
6 appealed to the Board of Appeals but rather to the Board of Supervisors, which may modify the
7 decision by a majority vote. Any appeal must be made within 30 days after the date of the final action
8 by the HPC or Planning Commission.

9 SEC. 1116. UNLAWFUL ALTERATION OR DEMOLITION.

10 (a) In addition to any other penalties provided in Section ~~1119~~1120 or elsewhere,
11 alteration or demolition of a Significant or Contributory Building or any building within a
12 Conservation District in violation of the provisions of this Article shall eliminate the eligibility of
13 the building's lot as a Preservation Lot, ~~and such~~ Such a lot, if it is the site of an unlawfully
14 ~~demolished Significant Building, or Contributory Building from which TDR have been transferred,~~
15 may not be developed in excess of the floor area ratio of the demolished building for a period
16 of 20 years from the unlawful demolition, if it is the site of an unlawfully demolished Significant
17 Building (Category I or II), or Contributory Building (Category III) or the site of an unlawfully
18 demolished Contributory Building (Category IV) from which TDR have been transferred. No
19 department shall approve or issue a permit that would authorize construction of a structure
20 contrary to the provisions of this Section.

21 (b) A property owner may be relieved of the penalties provided in Subsection (a) if:

22 (1) as to an unlawful alteration ~~or demolition~~, the owner can demonstrate to the
23 ~~Zoning Administrator~~ HPC that the violation would have constituted a Minor Alteration and has
24 applied for a Permit for Minor Alteration to legalize the violation ~~did not constitute a major alteration~~
25 ~~as defined in Section 1111.1;~~ or

1 (2) as to an unlawful alteration, the owner restores the original distinguishing
2 qualities and character of the building destroyed or altered, including exterior character-
3 defining spaces, materials, features, finishes, exterior walls and exterior ornamentation. A
4 property owner who wishes to effect a restoration pursuant to Subsection (b)(2) shall, in
5 connection with the filing of a building or site permit application, seek approval of the
6 proposed restoration by reference to the provisions of this Section. If the HPC approves the
7 ~~application is approved and it is determined determines~~ that the proposed work will effect
8 adequate restoration, the ~~City Planning Commission~~HPC shall so find. Upon ~~such~~ approval, and
9 the completion of ~~such~~ work, the lot shall again become an eligible Preservation Lot and the
10 limitation on floor area ratio set forth in Subsection (a) shall not thereafter apply. The ~~City~~
11 ~~Planning Commission~~HPC may not approve the restoration unless it first finds that the
12 restoration can be done with a substantial degree of success. The determination under this
13 Subsection (b)(2) is a final administrative decision.

14 SEC. ~~1151117~~. CONFORMITY WITH OTHER CITY PERMIT PROCESSES.

15 Except where explicitly so stated, nothing in this Article shall be construed as relieving
16 any person from other applicable permit requirements. The following requirements are
17 intended to insure conformity between existing City permit processes and the provisions of
18 this Article:

19 (a) Upon the designation of a building as a Significant or Contributory Building, or
20 upon the designation of the Conservation District, the ~~Zoning Administrator~~Planning Department
21 shall inform the Central Permit Bureau of said designation or, in the case of a Conservation
22 District, of the boundaries of said District and a complete list of all the buildings within said
23 District and their designations. The Central Permit Bureau shall maintain a current record of
24 such Buildings and Conservation Districts.

1 (b) Upon receipt of any application for a building permit, demolition permit, site
2 permit, alteration permit, or any other permit relating to a Significant or Contributory Building
3 or a building within a designated Conservation District, the Central Permit Bureau shall
4 forward such application to the Planning Department of City Planning, ~~except as provided in~~
5 ~~Section 1111~~. If the ~~Zoning Administrator~~Planning Department determines that the application is
6 subject to provisions of this Article, processing shall proceed under the provisions of this
7 Article. The Central Permit Bureau shall not issue any permit for construction, alteration,
8 removal or demolition of any structure, or for any work involving a Significant or Contributory
9 Building or a building within a Conservation District unless either the ~~Zoning~~
10 ~~Administrator~~Planning Department has determined that such application is exempt from the
11 provisions of this Article, or processing under this Article is complete and necessary approvals
12 under this Article have been obtained. The issuance of any permit by a City department or
13 agency that is inconsistent with any provision of this Article may be revoked by the
14 ~~Superintendent of the Bureau~~Director of the Department of Building Inspection pursuant to ~~Section~~
15 ~~303(e)~~the provisions of the San Francisco Building Code.

16 (c) No abatement proceedings or enforcement proceedings shall be undertaken by
17 any department of the City for a Significant or Contributory building or a building within a
18 Conservation District without, to the extent feasible, prior notification of the ~~Department of City~~
19 ~~Planning~~ Department and the HPC. Such proceedings shall comply with the provisions of this
20 Article where feasible.

21 SEC. ~~1116~~1118. UNSAFE OR DANGEROUS CONDITIONS.

22 Where the ~~Superintendent of the Bureau~~Director of the Department of Building Inspection or
23 the Chief of the Bureau of Fire Prevention and Public Safety determines that a condition on or
24 within a Significant or Contributory Building is unsafe or dangerous and determines further
25 that repair or other work rather than demolition will not threaten the public safety, said official

1 shall, after consulting with the Planning Department of City Planning and the HPC, to the extent
2 feasible, determine the measures of repair or other work necessary to correct the condition in
3 a manner which, insofar as it does not conflict with State or local requirements, is consistent
4 with the purposes and standards set forth in this Article.

5 **SEC. ~~1171119~~. MAINTENANCE REQUIREMENTS AND ENFORCEMENT**
6 **THEREOF.**

7 (a) Maintenance. The owner, lessee, or other person in actual charge of a
8 Significant or Contributory Building shall comply with all applicable codes, laws and
9 regulations governing the maintenance of property. It is the intent of this Section to preserve
10 from deliberate or inadvertent neglect the exterior features of buildings designated Significant
11 or Contributory, and the interior portions thereof when such maintenance is necessary to
12 prevent deterioration and decay of the exterior. All such buildings shall be preserved against
13 such decay and deterioration and free from structural defects through prompt corrections of
14 any of the following defects:

15 (1) Facades which may fall and injure members of the public or property;

16 (2) Deteriorated or inadequate foundation, defective or deteriorated flooring or floor
17 supports, deteriorated walls or other vertical structural supports;

18 (3) Members of ceilings, roofs, ceiling and roof supports or other horizontal
19 members which sag, split or buckle due to defective material or deterioration;

20 (4) Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations or
21 floors, including broken windows or doors;

22 (5) Defective or insufficient weather protection for exterior wall covering, including
23 lack of paint or weathering due to lack of paint or other protective covering;

24 (6) Any fault or defect in the building which renders it not properly watertight or
25 structurally unsafe.

1 (b) Enforcement Procedures. The procedures set forth in Building Code Sections
2 ~~203114 through 116~~ governing unsafe buildings or property shall be applicable to any violations
3 of this Section.

4 SEC. ~~1191120~~. ENFORCEMENT AND PENALTIES.

5 Enforcement and Penalties shall be as provided in Sections 176 and 176.1 of this
6 Code.

7 SEC. ~~11201121~~. RELATIONSHIP TO ARTICLE 10.

8 Buildings or areas within the C-3 District designated pursuant to the provisions of both
9 Article 10 and Article 11 shall be regulated pursuant to the procedures of both Articles. In case
10 of conflict, the more restrictive provision shall control.

11 Notwithstanding the rating of a building in a C-3 District pursuant to the provisions of
12 Article 11, buildings may be designated as landmarks according to the provisions of Article 10.

13 ~~Where an appeal is taken from a decision regarding alteration of a building which is both a~~
14 ~~landmark under Article 10 and a Significant or Contributory Building under Article 11, the appeal~~
15 ~~shall be taken to the Board of Supervisors pursuant to the provisions of Article 10.~~

16
17 SEC. ~~11211122~~. NOTICE OF AMENDMENT.

18 Notice of ~~anythe~~ hearing before the ~~City Planning Commission, or, if no hearing, notice of~~
19 ~~HPC and~~ the first hearing before the Board of Supervisors, of a proposed amendment to this
20 Article which materially alters the limitations and requirements applicable to any building or
21 class of buildings shall be given to the owners of such buildings by mail.

22 SEC. ~~11221123~~. NOTICE PROCEDURE.

23 When any provision of this Article requires notice by mail to a property owner, the
24 officer or body providing the notice shall use for this purpose the names and addresses as
25 shown on the latest citywide Assessment Roll in the Assessor's Office.

1 SEC. ~~1123~~1124. TIME PROVISIONS.

2 Unless otherwise indicated, all time provisions governing the taking of action by City
3 officials are directory and not mandatory.

4 SEC. ~~1124~~1125. SEVERABILITY.

5 If any part of this Article 11 is held to be unconstitutional or invalid, such decision shall
6 not affect the validity of the remaining portions of this Article 11 or any part thereof. The Board
7 of Supervisors hereby declares that it would have passed all portions of this Article and any
8 amendments thereto irrespective of the fact that any one or more portions be declared
9 unconstitutional or invalid.

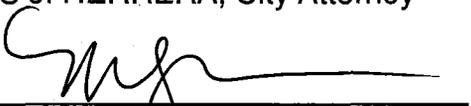
10
11 Section 3. The Appendices to Article 10 are not amended by this ordinance and thus
12 have not been included here for brevity.

13
14 Section 4. Effective Date. This ordinance shall become effective 30 days from the
15 date of passage.

16
17 Section 5. In enacting this Ordinance, the Board intends to amend only those words,
18 phrases, paragraphs, subsections, sections, articles, numbers, punctuation, charts, diagrams,
19 or any other constituent part of the Planning Code that are explicitly shown in this legislation
20 as additions, deletions, Board amendment additions, and Board amendment deletions in
21 accordance with the "Note" that appears under the official title of the legislation.

22
23 APPROVED AS TO FORM:
24 DENNIS J. HERRERA, City Attorney

25 By:



Marlena G. Byrne

Planning Commission
BOARD OF SUPERVISORS

Deputy City Attorney

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City and County of San Francisco

Tails Ordinance

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 120301

Date Passed: May 15, 2012

Ordinance amending the San Francisco Planning Code, Article 11, entitled "Preservation of Buildings and Districts of Architectural, Historical, and Aesthetic Importance in the C-3 Districts," in its entirety; and making findings, including environmental findings and findings of consistency with the General Plan and Planning Code Section 101.1(b).

(Supervisor Mar dissented in committee.)

April 30, 2012 Land Use and Economic Development Committee - AMENDED

April 30, 2012 Land Use and Economic Development Committee - RECOMMENDED AS AMENDED

May 08, 2012 Board of Supervisors - NOT RE-REFERRED

Ayes: 3 - Avalos, Campos and Mar

Noes: 8 - Chiu, Chu, Cohen, Elsbernd, Farrell, Kim, Olague and Wiener

May 08, 2012 Board of Supervisors - AMENDED

Ayes: 11 - Avalos, Campos, Chiu, Chu, Cohen, Elsbernd, Farrell, Kim, Mar, Olague and Wiener

May 08, 2012 Board of Supervisors - NOT AMENDED

Ayes: 3 - Avalos, Campos and Mar

Noes: 8 - Chiu, Chu, Cohen, Elsbernd, Farrell, Kim, Olague and Wiener

May 08, 2012 Board of Supervisors - AMENDED

Ayes: 6 - Avalos, Campos, Chiu, Kim, Mar and Olague

Noes: 5 - Chu, Cohen, Elsbernd, Farrell and Wiener

May 08, 2012 Board of Supervisors - PASSED ON FIRST READING AS AMENDED

Ayes: 8 - Chiu, Chu, Cohen, Elsbernd, Farrell, Kim, Olague and Wiener

Noes: 3 - Avalos, Campos and Mar

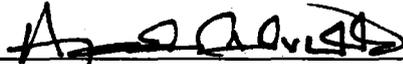
May 15, 2012 Board of Supervisors - FINALLY PASSED

Ayes: 8 - Chiu, Chu, Cohen, Elsbernd, Farrell, Kim, Olague and Wiener

Noes: 3 - Avalos, Campos and Mar

File No. 120301

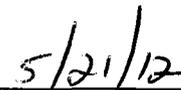
I hereby certify that the foregoing
Ordinance was FINALLY PASSED on
5/15/2012 by the Board of Supervisors of the
City and County of San Francisco.



Angela Calvillo
Clerk of the Board



Mayor



Date Approved