

FILE NO. 150729

ORDINANCE NO.

1 [Administrative Code - Neighborhood Noticing Ordinance]

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3 **Ordinance amending the Administrative Code to direct the Chief Data Officer San**
4 **~~Francisco 311 Customer Service Center~~ to develop a pilot program for expanding**
5 **public notice of significant projects and permitting decisions in the City, in the areas of**
6 **construction and infrastructure repair work, public health and safety services and**
7 **facilities, environment, and transportation.**

8 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
9 **Additions to Codes** are in *single-underline italics Times New Roman font*.
10 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
11 **Board amendment additions** are in double-underlined Arial font.
12 **Board amendment deletions** are in ~~strikethrough Arial font~~.
13 **Asterisks (* * * *)** indicate the omission of unchanged Code
14 subsections or parts of tables.

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

16 Section 1. The Administrative Code is hereby amended by adding Section 1.63, to
17 read as follows:

18 **SEC. 1.63. NEIGHBORHOOD NOTICING ORDINANCE.**

19 *(a) The Chief Data Officer (CDO) San Francisco 311 Customer Service Center*
20 *(“SF311”) shall develop a pilot program for expanding notice of significant projects and permitting*
21 *decisions for the convenience of the general public and to facilitate Board oversight. This program will*
22 *supplement, rather than replace, other official notice requirements.*

23 *(b) The program shall consist of a system through which the City sends, by e-mail or*
24 *other electronic means and on a periodic basis, information regarding City projects and*
25 *permitting decisions to members of the public who sign up for the service, and a website*

1 where members of the public may find information from responsible City departments
2 regarding City projects and permitting decisions for a particular supervisorial district.

3 (c) The target date for starting the pilot program is 12 months after the acquisition of
4 project resources by the CDO.

5 ~~(b) The first phase of the program will be creation of a website where members of the~~
6 ~~public may find information from responsible City departments regarding City projects and~~
7 ~~permitting decisions for a particular supervisorial district. The target date for creation of the~~
8 ~~website is six months after the effective date of the ordinance adding this Section 1.63 to the~~
9 ~~Administrative Code.~~

10 ~~(e) The second phase of the program will be creation of a system where the City~~
11 ~~sends, by e-mail or other electronic means and on a periodic basis, information from the~~
12 ~~website to members of the public who signed up for the service. The target date for creation~~
13 ~~of the notification system is twelve months after the effective date of the ordinance adding this~~
14 ~~Section 1.63 to the Administrative Code.~~

15 (d) The program initially shall cover significant projects and permitting decisions in the areas
16 of:

17 (1) Construction and infrastructure repair work;

18 (2) Public health and safety services and facilities; and,

19 ~~(3) Environment; and,~~

20 ~~(3)~~ ~~(4)~~ Transportation.

21 (e) The program shall not include notices by the Planning Department regarding the following
22 categories of projects and permitting decisions: Environmental Review, Discretionary Review,
23 Conditional Use, Planning Code Section 311 (“Residential Permit Review Procedures for RH, RM, and
24 RTO Districts”), and Planning Code Section 312 (“Permit Review Procedures for All NC, RED, and
25 Eastern Neighborhoods Mixed Use Districts”).

1 (f) All City officers and agencies shall cooperate with the CDO SF314 in the development and
2 implementation of the program. The CDO Director of SF314 may adopt rules and regulations to
3 implement this Section 1.63, including, but not limited to, processes and guidelines for City
4 departments to provide requested information in a compatible format and on a regular schedule to the
5 CDO SF314. The CDO Director may, in his or her discretion, excuse a City department from
6 participation in the pilot program, in whole or in part, where the CDO Director determines that it is
7 not currently feasible to provide the department's notices in machine-readable data formats by
8 e-mail or other electronic means on a regular basis.

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10 Section 2. Effective Date. This ordinance shall become effective 30 days after
11 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
12 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
13 of Supervisors overrides the Mayor's veto of the ordinance.

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16 APPROVED AS TO FORM:
17 DENNIS J. HERRERA, City Attorney

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19 By: _____
20 THOMAS J. OWEN
21 Deputy City Attorney

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