

1 [Planning Code - Adjustment to fee programs.]

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3 **Ordinance amending San Francisco Planning Code Sections 351 and 355 to adjust fees**  
4 **for Planning Department services; and making environmental findings.**

5 Note: Additions are *single-underline italics Times New Roman*;  
6 deletions are ~~*strikethrough italics Times New Roman*~~.  
7 Board amendment additions are double underlined.  
8 Board amendment deletions are ~~strikethrough normal~~.

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

9 Section 1. Findings. (a) The Planning Department has determined that the proposed  
10 fee adjustment are exempt from the requirements of the California Environmental Quality Act  
11 (CEQA) pursuant to CEQA Guidelines Section 15273(a), which exempts rates, tolls, fares and  
12 charges such as those proposed here.

13 (b) Pursuant to Planning Code Section 302, the Board of Supervisors finds that this  
14 ordinance will serve the public necessity, convenience, and welfare for the reasons set forth in  
15 Planning Commission Resolution No. \_\_\_\_\_, and incorporates those reasons herein  
16 by reference. A copy of said Planning Commission Resolution is on file with the Clerk of the  
17 Board of Supervisors in File No. \_\_\_\_\_.

18 Section 2. The San Francisco Planning Code is hereby amended by amending  
19 Section 351, to read as follows:

20 **SEC. 351. MISCELLANEOUS SERVICES.**

21 (a) Agendas for Planning Commission: \$35.00 annual subscription to cover costs of  
22 mailing. The Planning Director or his/her designee may authorize exemptions in those  
23 instances where costs would impose financial hardship.

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1 (b) Agendas for Landmarks Preservation Advisory Board: \$35.00 annual subscription  
2 to cover costs of mailing. The Planning Director or his/her designee, may authorize exemption  
3 in those instances where costs would impose financial hardship.

4 (c) Document Retrieval: Files stored on-site - actual costs for printing file(s), Files  
5 stored off-site: - actual costs for retrieval, printing and return of files, as specified in a retrieval  
6 schedule prepared by Director of Planning, or his/her designee.

7 (d) Information, Analysis, Report Preparation and Presentation, Research Services,  
8 Data Requests: The costs of report preparation may be amortized by factoring full-cost  
9 recovery into the pricing of such information and reports: \$200.00 as an initial fee.

10 (e) Monitoring Projects:

11 (1) Monitoring Conditions of Approval and Mitigation Measures Established  
12 Pursuant to an Environmental Document or a Public Hearing by the Planning Commission or  
13 Zoning Administrator for All Approved Applications in Chapter 31 of the Administrative Code  
14 or Sections 352(a) and (i), 353(a) and (b) and 355: \$170.00 as an initial fee, plus time and  
15 materials as set forth in Section 350(c).

16 (f) Project Review for Policy and Code Review and Interpretation for Prospective  
17 Projects for which an Application has not been Filed, and Site-Specific Design Guidelines and  
18 Code-Complying Massing Recommendations: \$300.00 for new construction and modifications  
19 to 1 and 2 unit family dwellings 5 or fewer dwelling units and for affordable housing projects as  
20 defined in the Guidelines of the United States Housing and Urban Development Department,  
21 and \$710.00 for all other projects.

22 (g)(1) Project Notifications for an Individual or Organization Requesting Notification of  
23 Project Applications:

24 (~~A~~) First Address or First Assessor's Lot: \$25.00 per annum.  
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1                   (2B) Additional Addresses: \$10.00 for addresses in each new Assessor's Lot  
2 thereafter, per annum.

3                   (g)(2) Project Notifications for a Neighborhood Organization, defined as (i) having been in  
4 existence for 24 months prior to the request, and (ii) is listed on the Planning Department's  
5 neighborhood organization notification list, requesting Notification of Project Applications:

6                   (A) First Address or First Assessor's Block: \$25.00 per annum.

7                   (B) Additional Addresses: \$10.00 for addresses in each new Assessor's Block  
8 thereafter, per annum.

9                   (h) Zoning Administrator Written Determinations Pursuant to Section 307(a): \$100.00  
10 for zoning letters of conformance, \$450.00 for other written determinations

11                   (i) Reactivating an application that the Zoning Administrator has deemed withdrawn  
12 due to inactivity and the passage of time, subject to the approval of the Zoning Administrator  
13 and within six months of the date the application was deemed withdrawn: \$190.00

14                   Section 3. The San Francisco Planning Code is hereby amended by amending  
15 Section 355, to read as follows:

16                   **SEC. 355. PERMIT APPLICATIONS.**

17                   (a) Building permit applications for a change in use or alteration of an existing  
18 building, to be collected by Central Permit Bureau; provided, however, that the fees charged  
19 for Planning Department approval at the Construction Services Center over-the-counter for the  
20 replacement of windows, roofs, siding, and doors shall be reduced to 1/2 the fee set forth  
21 below.

22                   TABLE INSET:  
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1	Estimated	
2	Construction	Initial Fee
3	Cost	
4	\$0.00 to \$499.00	\$272.00
5	\$500.00 to \$1,999.00	\$272.00 plus 14.27% of cost over \$500.00
6	\$2,000.00 to \$9,999.00	\$486.00 plus 2.85% of cost over \$2,000.00
7	\$10,000.00 to	\$714.00 plus .50% of cost over \$10,000.00 plus \$72.00
8	\$99,999.00	Discretionary Review Surcharge
9	\$100,000.00 to	\$1,164.00 plus .50% of cost over \$100,000.00 plus \$72.00
10	\$499,999.00	Discretionary Review Surcharge
11	\$500,000.00 to	\$3,164.00 plus .386% of cost over \$500,000.00 plus \$72.00
12	\$4,999,999.00	Discretionary Review Surcharge
13	\$5,000,000.00 or more	\$20,534.00 plus \$72.00 Discretionary Review Surcharge
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16 (1) Applications with Verified Violations of this Code: The Planning Department  
17 shall charge time and materials as set forth in Section 350(c).

18 (2) Back-Check Fee for Permit Revisions: \$170.00 for the initial fee, plus time  
19 and materials as set forth in Section 350(c), to be collected at time of permit issuance.

20 (3) Shadow Fee for New Construction or Alteration Exceeding 40 Feet in  
21 Height (Section 295): Additional \$390.00 plus time and materials as set forth in Section  
22 350(c).

23 (4) Public Notification Fee for Projects Requiring Public Notice Pursuant to  
24 Section 311: Project sponsor may select two options (1) full service public notification  
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1 whereby the City's reprographics department will print and mail public notices, ~~\$51.00~~ 40.00  
 2 plus ~~\$2.60~~ 2.70 per envelope (subject to increase based on *envelope and* postage costs), or (2)  
 3 self service public notification whereby by appointment the Department will provide Planning  
 4 Department labels for \$40.00 plus \$0.43 45 per label-envelope (subject to increase based on the  
 5 cost of labels, *envelopes, and printing*), and a copy of the notice, \$51.00.

6 (5) *Public Notification Fee for Projects Requiring Public Notice Pursuant to Section*  
 7 *312: Project sponsor may select two options (1) full service public notification whereby the City's*  
 8 *reprographics department will print and mail public notices, \$40.00 plus \$2.70 per envelope (subject to*  
 9 *increase based on envelope and postage costs), or (2) self service public notification whereby by*  
 10 *appointment the Department will provide Planning Department labels for \$40.00 plus \$0.45 per*  
 11 *envelope (subject to increase based on the cost of labels, envelopes, and printing), and a copy of the*  
 12 *notice, \$51.00.*

13 (56) For projects with a construction cost of \$5,000,000.00 or more, the  
 14 applicant shall be charged the permit fee for a project with a \$5,000,000.00 construction cost.

15 (67) Permits for solar panels and over-the-counter permits for solar equipment  
 16 installation shall be \$115.00 per building permit. Electrical permits for solar equipment shall  
 17 be free.

18 (b) Building Permit Applications for a New Building:

19 TABLE INSET:

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Estimated Construction Cost	Initial Fee
Less than \$100,000.00	\$1,547.00, plus \$72.00 Discretionary Review Surcharge

1	\$100,000.00 to	\$1,547.00 plus .665% of cost over \$100,000.00 plus \$72.00
2	\$499,999.00	Discretionary Review Surcharge
3	\$500,000.00 to	\$4,207.00 plus .513% of cost over \$500,000.00 plus \$72.00
4	\$4,999,999.00	Discretionary Review Surcharge
5	\$5,000,000.00 or more	\$27,292.00 plus \$72.00 Discretionary Review Surcharge

6 (c) Demolition Applications, to be collected by Central Permit Bureau: \$1,250.00.

7 (d) Fire, Police and Health Department Permit Applications Review: \$105.00 initial fee  
 8 collected by the other Departments in conjunction with current fee collections, plus time and  
 9 materials as set forth in Section 350(c).

10 (e) Sign Applications, to be collected by Central Permit Bureau: \$110.00.

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 14 APPROVED AS TO FORM:  
 15 DENNIS J. HERRERA, City Attorney

16 By: \_\_\_\_\_  
 17 John D. Malamut  
 18 Deputy City Attorney