

1 [Requiring the City to give public notice of the termination or expiration of a lease from the
2 School District to the City, when the City has used the leased property in a manner directly
3 serving the public.]

4 **Ordinance amending the San Francisco Administrative Code by adding Section 23.28,**
5 **to require the City to give public notice of the termination or expiration of a lease of**
6 **property from the San Francisco Unified School District to the City, when the City has**
7 **used the property under the lease in a manner directly serving the public.**

8 Note: Additions are *single-underline italics Times New Roman*;
9 deletions are *strikethrough 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. The San Francisco Administrative Code is hereby amended by adding
14 Section 23.28, to read as follows:

15 **SEC. 23.28. SFUSD LEASES TO THE CITY DIRECTLY SERVING THE PUBLIC; PUBLIC**
16 **NOTICE REQUIRED PRIOR TO TERMINATION OR EXPIRATION OF THE LEASE.**

17 *(a) Whenever the City leases property from the San Francisco Unified School District ("the*
18 *School District") and the City uses the property in a manner directly serving the public, such as for a*
19 *public parking area or an athletic field, the notification provisions of subsection (b) shall apply.*

20 *(b) Not less than 30 days prior to the termination of the lease by the School District, or the*
21 *expiration of the lease if the parties do not renew the agreement, the City department having*
22 *jurisdiction over the subject property under the lease ("the lessee department") shall cause notice of the*
23 *proposed action be given as follows:*

24 *(1) Notice shall be posted on the subject property in accordance with the requirements*
25 *established by the Zoning Administrator under Planning Code Sections 311 and 312.*

1 (2) Written notice of the termination or expiration of the lease shall be mailed to all
2 owners and, to the extent practicable, occupants of properties within 150 feet of the subject property in
3 the same Assessor's Block and on the block face across from the subject property. When the subject
4 property is a corner lot, the notification area shall further include all property on both block faces
5 across from the subject property, and the corner property diagonally across the street. The latest City-
6 wide Assessor's roll for names and addresses of owners shall be used for such notice.

7 (3) Written notice of the termination or expiration of the lease shall also be mailed to
8 persons or organizations that have indicated an interest in the subject property or its area by including
9 their names on a list maintained by the Planning Department.

10 (c) The notification requirements of subsection (b) shall also apply when the City uses or
11 controls School District property by virtue of a permit, license, or similar agreement other than a lease.
12 If the City itself receives less than 45 days notice from the School District of the termination or
13 expiration of a lease or other agreement, the lessee department shall provide the notice required under
14 subsection (b) to the extent reasonably possible under the circumstances.

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16 APPROVED AS TO FORM:
17 DENNIS J. HERRERA, City Attorney
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20 By: _____
21 THOMAS J. OWEN
22 Deputy City Attorney
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