

1 [Planning Code - Permits to Install Business Signs to Historic Buildings or Buildings in
2 Conservation Districts in the C-3 (Downtown) Area]

3 **Ordinance amending the Planning Code to require a hearing before the Historic**
4 **Preservation Commission rather than an administrative review by Planning Department**
5 **staff of applications for a permit to install business signs to a Significant or**
6 **Contributory building or a building in a Conservation District in the C-3 (Downtown)**
7 **area, provided that the permit is for a Major Alteration; affirming the Planning**
8 **Department's determination under the California Environmental Quality Act; and**
9 **making public necessity, convenience, and welfare findings under Planning Code,**
10 **Section 302, and findings of consistency with the General Plan, and the eight priority**
11 **policies of Planning Code, Section 101.1.**

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

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

20 Section 1. Environmental and Planning Findings.

21 (a) The Planning Department has determined that the actions contemplated in this
22 ordinance comply with the California Environmental Quality Act (California Public Resources
23 Code Sections 21000 et seq.). Said determination is on file with the Clerk of the Board of
24 Supervisors in File No. 230834 and is incorporated herein by reference. The Board affirms
25 this determination.

1 (b) On _____, the Planning Commission, in Resolution No. _____,
2 adopted findings that the actions contemplated in this ordinance are consistent, on balance,
3 with the City's General Plan and eight priority policies of Planning Code Section 101.1. The
4 Board adopts these findings as its own. A copy of said Resolution is on file with the Clerk of
5 the Board of Supervisors in File No. _____, and is incorporated herein by reference.

6 (c) Pursuant to Planning Code Section 302, this Board finds that these Planning Code
7 amendments will serve the public necessity, convenience, and welfare for the reasons set
8 forth in Planning Commission Resolution No. _____, and the Board adopts such
9 reasons as its own. A copy of said resolution is on file with the Clerk of the Board of
10 Supervisors in File No. _____ and is incorporated herein by reference.

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12 Section 2. Article 11 of the Planning Code is hereby amended by revising Section
13 1111.1, to read as follows:

14 **SEC. 1111.1. DETERMINATION OF MINOR AND MAJOR ALTERATIONS.**

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

21 (1) Alterations whose sole purpose and effect is to comply with the UMB
22 Seismic Retrofit Ordinances and that comply with the UMB Retrofit Architectural Design
23 Guidelines, which guidelines shall be adopted by the HPC; and

24 (2) Any other work so delegated to the Department by the HPC.
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1 (b) Upon receipt of a building permit application and delegation of its review to
2 Department staff, the Department will review and render a decision on a Permit for Minor
3 Alterations without a hearing before the HPC. The Department shall mail its written decision
4 approving a Permit for Minor Alteration to the applicant and any individuals or organizations
5 who have so requested in writing to the Department. The Department's decision may be
6 appealed to the HPC within 15 days of the date of the written decision. The HPC may also
7 review the decisions of the Department by its own motion if such motion is made within 20
8 days of the date of the written decision.

9 (c) All applications for a Permit to Alter that are not Minor Alterations delegated to
10 Department staff shall be scheduled for a hearing by the HPC pursuant to the procedures in
11 Section 1111.4 and 1111.5 below. Notwithstanding the foregoing, in the following cases the
12 Department shall process the permit application without further reference to the Permit to Alter
13 procedures outlined herein, provided that the Department makes written findings explaining how the
14 improvements conform to the requirements of Section 1111.6 of this Code:

15 (1) When the application is for a permit to make improvements to provide an
16 accessible entrance to a Significant or Contributory building or any building within a
17 Conservation District; ~~provided that the improvements conform to the requirements outlined in~~
18 ~~Section 1111.6 of this Code~~ or

19 ~~(2) When the application is for a permit to install business signs to a Significant or~~
20 ~~Contributory building or any building within a Conservation District provided that signage and~~
21 ~~transparency conform to the requirements outlined in Section 1111.6 of this Code; or~~

22 (3) When the application is for a permit to install non-visible rooftop
23 appurtenances to a Significant or Contributory building or any building within a Conservation
24 District ~~provided that the improvements conform to the requirements outlined in Section 1111.6 of this~~
25 ~~Code.~~

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Section 3. Effective Date. This ordinance shall become effective 30 days after enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board of Supervisors overrides the Mayor’s veto of the ordinance.

Section 4. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors intends to amend only those words, phrases, paragraphs, subsections, sections, articles, numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal Code that are explicitly shown in this ordinance as additions, deletions, Board amendment additions, and Board amendment deletions in accordance with the “Note” that appears under the official title of the ordinance.

APPROVED AS TO FORM:
DAVID CHIU, City Attorney

By: /s/ Andrea Ruiz-Esquide
ANDREA RUIZ-ESQUIDE
Deputy City Attorney

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