

File No. 190661 Committee Item No. 1  
Board Item No. \_\_\_\_\_

**COMMITTEE/BOARD OF SUPERVISORS**  
AGENDA PACKET CONTENTS LIST

Committee: Land Use and Transportation Committee Date July 22, 2019

Board of Supervisors Meeting Date \_\_\_\_\_

**Cmte Board**

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| <input type="checkbox"/>            | <input type="checkbox"/> | Motion                                       |
| <input type="checkbox"/>            | <input type="checkbox"/> | Resolution                                   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Ordinance                                    |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/> | Youth Commission Report                      |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Introduction Form                            |
| <input type="checkbox"/>            | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/> | MOU  |
| <input type="checkbox"/>            | <input type="checkbox"/> | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Form 126 – Ethics Commission                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/> | Public Correspondence                        |

**OTHER (Use back side if additional space is needed)**

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| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>PC Transmittal 053019</u>    |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>PC Reso No. 20371 011719</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>PLN Exec Summ 011019</u>     |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Comm Rpt Request 071719</u>  |
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Completed by: Erica Major Date July 18, 2019  
Completed by: Erica Major Date \_\_\_\_\_

1 [Planning Code - Permitting Polk/Pacific Special Area Design Guidelines]

2  
3 **Ordinance amending the Planning Code to reference the Polk/Pacific Special Area**  
4 **Design Guidelines; affirming the Planning Department's determination under the**  
5 **California Environmental Quality Act; adopting findings of public necessity,**  
6 **convenience, and welfare under Planning Code, Section 302; and making findings of**  
7 **consistency with the General Plan, and the eight priority policies of Planning Code,**  
8 **Section 101.1.**

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

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

17 Section 1. Findings.

18 (a) The Planning Department has determined that the actions contemplated in this  
19 ordinance comply with the California Environmental Quality Act (California Public Resources  
20 Code Sections 21000 *et seq.*). Said determination is on file with the Clerk of the Board of  
21 Supervisors in File No. 190661 and is incorporated herein by reference. The Board affirms  
22 this determination.

23 (b) On January 17, 2019, the Planning Commission, in Resolution No. 20371, adopted  
24 findings that the actions contemplated in this ordinance are consistent, on balance, with the  
25 City's General Plan and eight priority policies of Planning Code Section 101.1. The Board

1 adopts these findings as its own. A copy of said Resolution is on file with the Clerk of the  
2 Board of Supervisors in File No. 190661, and is incorporated herein by reference.

3 (c) Pursuant to Planning Code Section 302, this Board finds that this ordinance will  
4 serve the public necessity, convenience, and welfare for the reasons set forth in Planning  
5 Commission Resolution No. 20371 and the Board incorporates such reasons herein by  
6 reference. A copy of said Resolution is on file with the Clerk of the Board of Supervisors in  
7 File No. 190661.

8  
9 Section 2. The Planning Code is hereby amended by revising Sections 723 and 726,  
10 to read as follows:

11 **SEC. 723. POLK STREET NEIGHBORHOOD COMMERCIAL DISTRICT.**

12 \* \* \* \*

13 (b) Controls.

14 \* \* \* \*

15 (5) Neighborhood Commercial Design Guidelines. The construction of new buildings  
16 and alteration of existing buildings in the Polk Street NC District shall be consistent with the design  
17 policies and guidelines of the General Plan and with the "Polk / Pacific Special Area Design  
18 Guidelines" as adopted by the Planning Commission. The Planning Director may require  
19 modifications to the exterior of a proposed new building or proposed alteration of an existing  
20 residential building in order to bring it into conformity with the "Polk / Pacific Special Area Design  
21 Guidelines" and with the General Plan. These modifications may include, but are not limited to,  
22 changes in siting, building envelope, scale texture and detailing, openings, and landscaping.

23 //

24 //

25 //

1 Table 723. POLK STREET NEIGHBORHOOD COMMERCIAL DISTRICT  
 2 ZONING CONTROL TABLE

Polk Street NCD		
Zoning Category	§ References	Controls
<b>BUILDING STANDARDS</b>		
* * * *		
Miscellaneous		
* * *	* * * *	* * * *
*		
Design Guidelines	General Plan Commerce and Industry Element <i>and the Polk/Pacific Special Area Design Guidelines</i>	Subject to the Urban Design Guidelines <i>and the Polk/Pacific Special Area Design Guidelines</i>

15 \* \* \* \*

16 **SEC. 726. PACIFIC AVENUE NEIGHBORHOOD COMMERCIAL DISTRICT.**

17 \* \* \* \*

18 (b) Controls.

19 \* \* \* \*

20 *(4) Neighborhood Commercial Design Guidelines. The construction of new buildings*  
 21 *and alteration of existing buildings in the Pacific Avenue Neighborhood Commercial District shall be*  
 22 *consistent with the design policies and guidelines of the General Plan and with the "Polk/Pacific*  
 23 *Special Area Design Guidelines" as adopted by the Planning Commission. The Planning Director may*  
 24 *require modifications to the exterior of a proposed new building or proposed alteration of an existing*  
 25 *residential building in order to bring it into conformity with the " Polk/Pacific Special Area Design*

Guidelines" and with the General Plan. These modifications may include, but are not limited to, changes in siting, building envelope, scale texture and detailing, openings, and landscaping.

Table 726. PACIFIC AVENUE NEIGHBORHOOD COMMERCIAL DISTRICT  
ZONING CONTROL TABLE

		Pacific Avenue NCD
Zoning Category	§ References	Controls
<b>BUILDING STANDARDS</b>		
* * * *		
Miscellaneous		
* * * *	* * * *	* * * *
Design Guidelines	General Plan Commerce and Industry Element <i>and the Polk/Pacific Special Area Design Guidelines</i>	Subject to the Urban Design Guidelines <i>and the Polk/Pacific Special Area Design Guidelines</i>

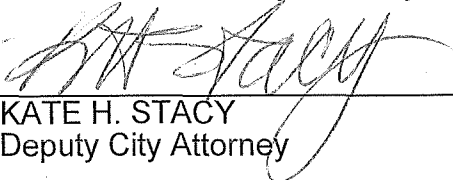
\* \* \* \*

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

1 additions, and Board amendment deletions in accordance with the "Note" that appears under  
2 the official title of the ordinance.

3  
4 APPROVED AS TO FORM:  
5 DENNIS J. HERRERA, City Attorney

6 By:   
7 KATE H. STACY  
8 Deputy City Attorney

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## LEGISLATIVE DIGEST

[Planning Code - Permitting Polk/Pacific Special Area Design Guidelines]

**Ordinance amending the Planning Code to reference the Polk/Pacific Special Area Design Guidelines; affirming the Planning Department's determination under the California Environmental Quality Act; adopting findings of public necessity, convenience, and welfare under Planning Code, Section 302; and making findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1.**

### Existing Law

Planning Code Sections 723 and 726 regulate the Polk Street Neighborhood Commercial District (NCD) and the Pacific Avenue Neighborhood Commercial District (NCD), respectively.

The Polk Street NCD controls are designed to encourage and promote development that is compatible with the surrounding neighborhood, and protect legacy businesses, prohibit loss of residential uses above the ground floor, and prohibit merger of storefronts. There is a reference to the Urban Design Guidelines in existing Section 723.

The Pacific Avenue NCD controls are designed to promote a small, neighborhood serving mixed-use commercial street that preserves the surrounding neighborhood residential character. The controls protect legacy businesses, and prohibit loss of residential uses above the ground floor. There is a reference to the Urban Design Guidelines in existing Section 726.

### Amendments to Current Law

The amendments provide that construction of new buildings and alteration of existing buildings in both the Polk Street and the Pacific Avenue NCDs must be consistent with the design policies and guidelines of the General Plan and with the "Polk/Pacific Special Area Design Guidelines" as adopted by the Planning Commission. The Planning Director could require modifications to the exterior of a proposed new building or proposed alteration of an existing residential building in order to bring it into conformity with the "Polk/Pacific Special Area Design Guidelines" and with the General Plan. These modifications could include, but would not be limited to, changes in siting, building envelope, scale texture and detailing, openings, and landscaping.

### Background Information

The Planning Commission adopted the Polk/Pacific Special Area Design Guidelines on January 17, 2019.

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# SAN FRANCISCO PLANNING DEPARTMENT

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

2019 JUN -3 PM 4:21

AK

May 30, 2019

Ms. Angela Calvillo, Clerk  
Honorable Supervisor Peskin  
Board of Supervisors  
City and County of San Francisco  
City Hall, Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

1650 Mission St.  
Suite 400  
San Francisco,  
CA 94103-2479

Reception:  
**415.558.6378**

Fax:  
**415.558.6409**

Planning  
Information:  
**415.558.6377**

Re: Transmittal of Planning Department Case Number 2018-007888PCA:  
Polk / Pacific Special Area Design Guidelines  
Board File No. TBD  
Planning Commission Recommendation: Approval

Dear Ms. Calvillo and Supervisor Peskin,

On January 17, 2019, the Planning Commission conducted a duly noticed public hearing at a regularly scheduled meeting to consider the proposed Ordinance, initiated by the Planning Commission. The Ordinance would amend Planning Code Sections 723 and 726 by including references to the Polk Street Special Area Design Guidelines. At the hearing the Planning Commission recommended approval.

The proposed amendments are not defined as a project under CEQA Guidelines Section 15060(c) and 15378 because they do not result in a physical change in the environment.

Supervisor Peskin, if you would like to take sponsorship of the proposed Ordinance please contact the Clerk of the Board of Supervisors at your earliest convenience.

Please find attached documents relating to the actions of the Commission. The signed redlined version of this ordinance along with two photo copies will be delivered to the Clerk's office following this transmittal. If you have any questions or require further information, please do not hesitate to contact me.

Sincerely,

Aaron D. Starr  
Manager of Legislative Affairs



**Transmittal Materials**

**CASE NO. 2018-007888CWP  
Polk / Pacific Special Area Design Guidelines**

cc:

Kate Stacy, Deputy City Attorney  
Lee Hepner, Aide to Supervisor Peskin  
Angela Calvillo, Office of the Clerk of the Board

Attachments:

Ordinance  
Case Report  
Planning Commission Resolution  
Word document of Ordinance  
Polk / Pacific Special Area Design Guidelines



# SAN FRANCISCO PLANNING DEPARTMENT

---

## Planning Commission Resolution No. 20371 HEARING DATE JANUARY 17, 2019

1650 Mission St.  
Suite 400  
San Francisco,  
CA 94103-2479

Reception:  
**415.558.6378**

Fax:  
**415.558.6409**

Planning  
Information:  
**415.558.6377**

*Project Name:* Polk / Pacific Special Area Design Guidelines  
*Case Number:* 2018-007888CWP  
*Staff Contact:* David Winslow, Principal Urban Designer and Architect,  
Current/Citywide Planning Divisions  
david.winslow@sfgov.org, 415-575-9160  
*Reviewed by:* Aaron D Starr, Manager of Legislative Affairs  
aaron.starr@sfgov.org, 415-558-6362

**ADOPTING AMENDMENTS TO THE PLANNING CODE TO REFERENCE THE  
POLK/PACIFIC SPECIAL AREA DESIGN GUIDELINES; ADOPTING FINDINGS, INCLUDING  
ENVIRONMENTAL FINDINGS, PLANNING CODE SECTION 302 FINDINGS, AND FINDINGS  
OF CONSISTENCY WITH THE GENERAL PLAN AND PLANNING CODE SECTION 101.1.**

WHEREAS, The Planning Commission (hereinafter "Commission") conducted a duly noticed public hearing at a regularly scheduled meeting to consider initiation of the proposed Ordinance on November 29, 2018; and,

WHEREAS, the proposed amendments would amend the Planning Code Sections 723 and 726 to reference the Polk / Pacific Special Area Design Guidelines.

WHEREAS, the Polk / Pacific Special Area Design Guidelines were adopted at the same hearing that the proposed amendments will be considered; and

WHEREAS, the proposed Ordinance has been determined to be categorically exempt from environmental review under the California Environmental Quality Act Sections 15060(c) and 15378 because they do not result in a physical change in the environment; and

WHEREAS, the Commission has heard and considered the testimony presented to it at the public hearing and has further considered written materials and oral testimony presented on behalf of Department staff and other interested parties; and

WHEREAS, all pertinent documents may be found in the files of the Department, as the custodian of records, at 1650 Mission Street, Suite 400, San Francisco; and

WHEREAS, the Commission has reviewed the proposed Ordinance; and

WHEREAS, the Planning Commission finds from the facts presented that the public necessity, convenience, and general welfare require the proposed amendment; and

MOVED, that the Planning Commission hereby **approves** the proposed ordinance.

**FINDINGS**

Having reviewed the materials identified in the preamble above, and having heard all testimony and arguments, this Commission finds, concludes, and determines as follows:

1. The Commission finds that the Polk / Pacific Special Area Design Guidelines will add more clarity and better organization to the Planning Department’s design review effort.
2. The Commission finds that Community members from the Middle Polk Neighborhood Association (MPNA), Lower Polk Neighbors (LPN), and Pacific Avenue Neighborhood Association (PANA), requested the Planning Department develop design guidelines for the Polk Street and Pacific Avenue Neighborhood Commercial Districts with the goals of addressing neighborhood-specific conditions and community values with clear guidance on the design of alterations and new buildings.
3. **General Plan Compliance.** The proposed Ordinance and Special Area Design Guidelines are consistent with the following Objectives and Policies of the General Plan:

**URBAN DESIGN ELEMENT**

**OBJECTIVE 2**

CONSERVATION OF RESOURCES WHICH PROVIDE A SENSE OF NATURE, CONTINUITY WITH THE PAST, AND FREEDOM FROM OVERCROWDING.

**Policy 2.6**

Respect the character of older development nearby in the design of new buildings.

*The proposed Polk / Pacific Special Area Design Guidelines A1.1, A3.1, and A3.2 directs projects to be compatible with neighboring building context by “Preserve Architecturally Important Buildings”, “Harmonize with the Scale, Proportions, Texture, and Character of the District”, and “Reflect the Architectural Quality, Composition, and Design Features of Existing Buildings.”*

**Policy 2.7**

Recognize and protect outstanding and unique areas that contribute in an extraordinary degree to San Francisco's visual form and character.

*The proposed Polk / Pacific Special Area Design Guidelines A1.1, A3.1, and A3.2 directs projects to be compatible with neighboring building context by “Preserve Architecturally Important Buildings”, “Harmonize with the Scale, Proportions, Texture, and Character of the District”, and “Reflect the Architectural Quality, Composition, and Design Features of Existing Buildings.”*

**OBJECTIVE 3**

MODERATION OF MAJOR NEW DEVELOPMENT TO COMPLEMENT THE CITY PATTERN, THE RESOURCES TO BE CONSERVED, AND THE NEIGHBORHOOD ENVIRONMENT.

### Policy 3.1

Promote harmony in the visual relationships and transitions between new and older buildings.

*The proposed Polk / Pacific Special Area Design Guidelines S2.2, S2.3, S2.4, S2.6, requires projects to "Respect Mid-Block Open Space...", "Relate the Height of New Buildings to the Height and Scale of Existing Buildings", and "Step the Height of Buildings with the Slope", and "Maintain Small Lots with Narrow Building Fronts where this is the Traditional Pattern" asks new projects to match massing patterns and sculpt to accommodate existing building massing, setbacks, and mid-block patterns.*

*The proposed Polk / Pacific Special Area Guidelines A3.1, and A3.2 requires projects to "Harmonize with the Scale, Proportions, Texture, and Character of the District", and "Reflect Architectural Quality Composition and Design Features..." to harmonize with neighboring buildings' character.*

### Policy 3.4

Promote building forms that will respect and improve the integrity of open spaces and other public areas.

*The proposed Polk / Pacific Special Area Guidelines S2.5, P2.1 P2.2 requires projects to "Maximize Sun Access to Parks, Plazas, and Major Pedestrian Corridors- Especially in Alleys" and to "Improve the Polk Gulch Alleys per the Polk Alleyway Vision plan", and to "Improve the Alleys of Pacific Avenue to Serve as Neighborhood Open Space" to use landscaping and to shape building massing for the benefit of streets, alleys, and open space.*

## OBJECTIVE 4

IMPROVEMENT OF THE NEIGHBORHOOD ENVIRONMENT TO INCREASE PERSONAL SAFETY, COMFORT, PRIDE AND OPPORTUNITY

### Policy 4.12

Install, promote and maintain landscaping in public and private areas.

*The proposed Polk / Pacific Special Area Design Guidelines P5.1 and P5.2 require projects to "Provide Street Trees with New Development" and to "Use Landscaping to Buffer Parking and Unbuilt Lots" to add landscaping to sidewalk areas for public enjoyment and storm water management.*

### Policy 4.13

Improve pedestrian areas by providing human scale and interest.

*The proposed Polk / Pacific Special Area Design Guidelines A7.1, A8.1, and A8.2 requires projects to "... Relate the Size and Design of Signs to be Compatible with the Scale of the Building...", and to "Maximize Commercial Storefront Transparency", and to "Design Storefronts with Human Scale Features" to enhance the pedestrian experience and encourage neighborhood activity. In addition, the proposed Polk / Pacific Special Area Design Guidelines P2.1, P2.1, P5.1, and P5.2 encourages projects to make improvements associated with the public realm to provide visual interest for pedestrians therefore encouraging walking and neighborhood engagement.*

## COMMERCE AND INDUSTRY ELEMENT

### OBJECTIVE 6

MAINTAIN AND STRENGTHEN VIABLE NEIGHBORHOOD COMMERCIAL AREAS EASILY ACCESSIBLE TO CITY RESIDENTS.

#### Policy 6.7

Promote high quality urban design on commercial streets.

*The proposed Polk / Pacific Special Area Design Guidelines were adapted from the existing Urban Design Guidelines found in the Commerce and Industry Element for Neighborhood Commercial Districts. Specifically, S2.1, S2.2, S2.3, S2.4, S2.6, S5.1 and A3.1, A3.2, A7.1, A8.1, and A8.2 requires buildings to harmonize with the patterns of building massing, open space, features, proportions, scale, articulation, transparency and materials of the context to foster neighborhood compatibility and enhance commerce and storefront uses in Neighborhood Commercial Districts.*

#### Policy 6.8

Preserve historically and/or architecturally important buildings or groups of buildings in neighborhood commercial districts.

*The proposed Polk / Pacific Special Area Design Guideline A1.1 "Preserve Architecturally Important Buildings" encourages the retention of architecturally important buildings that may not otherwise receive protection as historic resources as means of preserving neighborhood character and as a sustainable building practice.*

4. **Planning Code Section 101 Findings.** The proposed amendments to the Planning Code are consistent with the eight Priority Policies set forth in Section 101.1(b) of the Planning Code in that:

1. That existing neighborhood-serving retail uses be preserved and enhanced and future opportunities for resident employment in and ownership of such businesses enhanced;

*The proposed Ordinance would not have a negative effect on neighborhood serving retail uses and will not have a negative effect on opportunities for resident employment in and ownership of neighborhood-serving retail.*

2. That existing housing and neighborhood character be conserved and protected in order to preserve the cultural and economic diversity of our neighborhoods;

*The proposed Ordinance would not have a negative effect on housing or neighborhood character.*

3. That the City's supply of affordable housing be preserved and enhanced;

*The proposed Ordinance would not have an adverse effect on the City's supply of affordable housing.*

4. That commuter traffic not impede MUNI transit service or overburden our streets or neighborhood parking;

*The proposed Ordinance would not result in commuter traffic impeding MUNI transit service or overburdening the streets or neighborhood parking.*

5. That a diverse economic base be maintained by protecting our industrial and service sectors from displacement due to commercial office development, and that future opportunities for resident employment and ownership in these sectors be enhanced;

*The proposed Ordinance would not cause displacement of the industrial or service sectors due to office development, and future opportunities for resident employment or ownership in these sectors would not be impaired.*

6. That the City achieve the greatest possible preparedness to protect against injury and loss of life in an earthquake;

*The proposed Ordinance would not have an adverse effect on City's preparedness against injury and loss of life in an earthquake.*

7. That the landmarks and historic buildings be preserved;

*The proposed Ordinance would not have an adverse effect on the City's Landmarks and historic buildings.*

8. That our parks and open space and their access to sunlight and vistas be protected from development;

*The proposed Ordinance would not have an adverse effect on the City's parks and open space and their access to sunlight and vistas.*

5. **Planning Code Section 302 Findings.** The Planning Commission finds from the facts presented that the public necessity, convenience and general welfare require the proposed amendments to the Planning Code as set forth in Section 302.

NOW THEREFORE BE IT RESOLVED that the Commission hereby APPROVES the proposed Ordinance as described in this Resolution.

I hereby certify that the foregoing Resolution was adopted by the Commission at its meeting on January 17, 2019.

Jonas P. Ionin  
Commission Secretary

AYES: Fong, Hillis, Johnson, Koppel, Melgar, Moore

NOES: None

ABSENT: Richards

ADOPTED: January 17, 2019



# SAN FRANCISCO PLANNING DEPARTMENT

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## Executive Summary Planning Code Text Amendment and Adoption of Polk / Pacific Special Area Design Guidelines

HEARING DATE: JANUARY 10, 2019

*Project Name:* Polk Special Area Design Guidelines  
*Case Number:* 2018-007888 PCA [Board File No. TBD]  
*Initiated by:* at the request of the Commission / Introduced November 29, 2018  
*Staff Contact:* David Winslow – (415) 575-9175  
David.winslow@sfgov.org  
*Reviewed by:* Aaron Starr, Manager of Legislative Affairs  
aaron.starr@sfgov.org, 415-558-6362  
*Recommendation:* Amend Planning Code and Adopt Guidelines

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### PLANNING CODE AMENDMENT

The proposed Ordinance would amend the Polk NCD, and the Pacific Avenue NCD Code Sections 723 and 726 respectively (Zoning Control Tables), to reference the Polk / Pacific Special Area Design Guidelines.

#### The Way It Is Now:

The Zoning Control Tables in Code Sections 723 and 726 reference the Commerce and Industry Element's Urban Design Guidelines for design guidelines.

#### The Way It Would Be:

The Zoning Control Tables in Code Sections 723 and 726 will reference both the Commerce and Industry Element's Urban Design Guidelines and the Polk / Pacific Special Area Design Guidelines.

### BACKGROUND

As a part of the adoption of the Urban Design Guidelines in March 2018, members from the Middle Polk Neighborhood Association (MPNA), Lower Polk Neighbors (LPN), and Pacific Avenue Neighborhood Association (PANA), requested the Planning Department develop design guidelines for the Polk Street and Pacific Avenue Neighborhood Commercial Districts with the goals of addressing neighborhood-specific conditions and community values with clear guidance on the design of alterations and new buildings.

Most of the proposed guidelines were adapted from the existing Urban Design Guidelines found in the Commerce and Industry Element for Neighborhood Commercial Districts (which apply to all NC-Districts). The content of the existing guidelines was maintained but formatted to be consistent with the recently adopted UDGs, and in some cases re-worded for clarity. The guidelines were augmented by



illustrations and photographs and means that address specific conditions with input from neighborhood groups. Additional guidelines were added to respond to the design of alleys and roof decks.

## **ISSUES AND CONSIDERATIONS**

### **Summary of Proposed Guidelines**

The proposed Polk / Pacific Special Area Design guidelines provide an accessible and graphically legible document that builds upon and elaborates on the existing Urban Design Guidelines for Neighborhood Commercial Districts with:

- 1) A context statement of the Polk and Pacific NC- Districts that reference the Zoning controls;
- 2) A rationale for each guideline;
- 3) Descriptions and illustrations of features found within the district;
- 4) Illustrations and written examples that describe successful means of achieving the guidelines and lastly;
- 5) Additional guidelines that address specific community values

### **Existing Guidelines**

The current Urban Design Guidelines for NC-districts, were written as a list to generally cover the design issues of all NC-Districts, but lack certain aspects that would enable usability and accessibility such as:

1. Illustrative examples,
2. Descriptions of the specific neighborhood context, and
3. Current and neighborhood specific values that have evolved in the 40 years since the original guidelines were written.

### **General Plan Compliance**

#### **URBAN DESIGN ELEMENT**

##### **OBJECTIVE 2**

CONSERVATION OF RESOURCES WHICH PROVIDE A SENSE OF NATURE, CONTINUITY WITH THE PAST, AND FREEDOM FROM OVERCROWDING.

##### **Policy 2.6**

Respect the character of older development nearby in the design of new buildings.

*The proposed Polk / Pacific Special Area Design Guidelines A1.1, A3.1, and A3.2 directs projects to be compatible with neighboring building context by "Preserve Architecturally Important Buildings", "Harmonize with the Scale, Proportions, Texture, and Character of the District", and "Reflect the Architectural Quality, Composition, and Design Features of Existing Buildings."*

##### **Policy 2.7**

Recognize and protect outstanding and unique areas that contribute in an extraordinary degree to San Francisco's visual form and character.

*The proposed Polk / Pacific Special Area Design Guidelines A1.1, A3.1, and A3.2 directs projects to be compatible with neighboring building context by "Preserve Architecturally Important Buildings", "Harmonize with the Scale, Proportions, Texture, and Character of the District", and "Reflect the Architectural Quality, Composition, and Design Features of Existing Buildings."*

### **OBJECTIVE 3**

MODERATION OF MAJOR NEW DEVELOPMENT TO COMPLEMENT THE CITY PATTERN, THE RESOURCES TO BE CONSERVED, AND THE NEIGHBORHOOD ENVIRONMENT.

#### **Policy 3.1**

Promote harmony in the visual relationships and transitions between new and older buildings.

*The proposed Polk / Pacific Special Area Design Guidelines S2.2, S2.3, S2.4, S2.6, requires projects to "Respect Mid-Block Open Space...", "Relate the Height of New Buildings to the Height and Scale of Existing Buildings", and "Step the Height of Buildings with the Slope", and "Maintain Small Lots with Narrow Building Fronts where this is the Traditional Pattern" asks new projects to match massing patterns and sculpt to accommodate existing building massing, setbacks, and mid-block patterns.*

*The proposed Polk / Pacific Special Area Guidelines A3.1, and A3.2 requires projects to "Harmonize with the Scale, Proportions, Texture, and Character of the District", and "Reflect Architectural Quality Composition and Design Features..." to harmonize with neighboring buildings' character.*

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### **OBJECTIVE 4**

IMPROVEMENT OF THE NEIGHBORHOOD ENVIRONMENT TO INCREASE PERSONAL SAFETY, COMFORT, PRIDE AND OPPORTUNITY

#### **Policy 4.12**

Install, promote and maintain landscaping in public and private areas.

*The proposed Polk / Pacific Special Area Design Guidelines P5.1 and P5.2 require projects to "Provide Street Trees with New Development" and to "Use Landscaping to Buffer Parking and Unbuilt Lots" to add landscaping to sidewalk areas for public enjoyment and storm water management.*

#### **Policy 4.13**

Improve pedestrian areas by providing human scale and interest.

*The proposed Polk / Pacific Special Area Design Guidelines A7.1, A8.1, and A8.2 requires projects to "... Relate the Size and Design of Signs to be Compatible with the Scale of the Building...", and to "Maximize Commercial Storefront Transparency", and to "Design Storefronts with Human Scale Features" to enhance the pedestrian experience and encourage neighborhood activity. In addition, the proposed Polk / Pacific Special Area Design Guidelines P2.1, P2.1, P5.1, and P5.2 encourages projects to make improvements associated with the public realm to provide visual interest for pedestrians therefore encouraging walking and neighborhood engagement.*

## COMMERCE AND INDUSTRY ELEMENT

### OBJECTIVE 6

MAINTAIN AND STRENGTHEN VIABLE NEIGHBORHOOD COMMERCIAL AREAS EASILY ACCESSIBLE TO CITY RESIDENTS.

#### Policy 6.7

Promote high quality urban design on commercial streets.

*The proposed Polk / Pacific Special Area Design Guidelines were adapted from the existing Urban Design Guidelines found in the Commerce and Industry Element for Neighborhood Commercial Districts. Specifically, S2.1, S2.2, S2.3, S2.4, S2.6, S5.1 and A3.1, A3.2, A7.1, A8.1, and A8.2 requires buildings to harmonize with the patterns of building massing, open space, features, proportions, scale, articulation, transparency and materials of the context to foster neighborhood compatibility and enhance commerce and storefront uses in Neighborhood Commercial Districts.*

#### Policy 6.8

Preserve historically and/or architecturally important buildings or groups of buildings in neighborhood commercial districts.

*The proposed Polk / Pacific Special Area Design Guideline A1.1 "Preserve Architecturally Important Buildings" encourages the retention of architecturally important buildings that may not otherwise receive protection as historic resources as means of preserving neighborhood character and as a sustainable building practice.*

### Implementation

The Department has determined that this Ordinance will impact our current implementation procedures; however the proposed changes can be implemented without increasing permit costs or review time. These guidelines will be used in the context and process of our existing design review procedures.

### RECOMMENDATION

The Department recommends that the Commission *approve* the proposed Ordinance and *adopt* the Polk / Pacific Special Area Design Guidelines by adopt the attached Draft Resolutions to that effect.

### BASIS FOR RECOMMENDATION

The Department recommends that the Commission adopt the proposed ordinance and the Polk Pacific Special Area Design Guidelines because it will add more clarity and better organization to the Planning Department design review effort. Further, the Department believes that the January 10, 2019 adoption

date will provide sufficient time for the community to review the proposed amendments and for the Department to conduct further outreach, if necessary.

### **REQUIRED COMMISSION ACTION**

The proposed Ordinance is before the Commission so that it may approve it, reject it, or approve it with modifications.

### **ENVIRONMENTAL REVIEW**

The proposed amendments are not defined as a project under CEQA Guidelines Section 15060(c) and 15378 because they do not result in a physical change in the environment.

### **PUBLIC COMMENT**

Planning Department staff worked closely with several community organizations including members from the Middle Polk Neighborhood Association (MPNA), Lower Polk Neighbors (LPN), Pacific Avenue Neighborhood Association (PANA), and Russian Hill Neighbors (RIIN) multiple times to develop and review the draft of the Polk / Pacific Special Area Design Guidelines from Fall 2017 through Fall 2018. These meetings included walking tours and in person meetings to discuss and enhance the content of the proposed guidelines. This working relationship resulted in many revisions and enhancements to craft the Polk Pacific Special Area Design Guideline document in a manner that responds to and supports the community values and unique characteristics of these Neighborhood Commercial Districts.

As of the date of this report, the Planning Department has received 3 letters from the public in support of the proposed Ordinance.

#### **Attachments:**

- Exhibit A: Draft Planning Commission Resolution to Amend Planning Code
- Exhibit B: Draft Planning Commission Resolution to Adopt Polk/ Pacific Special Design Guidelines
- Exhibit B: Draft Polk / Pacific Special Area Design Guidelines.
- Exhibit C: Proposed Ordinance



# SAN FRANCISCO PLANNING DEPARTMENT

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## Planning Commission Draft Resolution HEARING DATE JANUARY 10, 2019

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San Francisco,  
CA 94103-2479

Reception:  
**415.558.6378**

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**415.558.6377**

*Project Name:* Polk / Pacific Special Area Design Guidelines  
*Case Number:* 2018-007888CWP [Board File No. XXXXXX]  
*Initiated by:* Planning Commission/ Introduced November 29, 2018  
*Staff Contact:* David Winslow, Architect Manager  
David.winslow@sfgov.org, 451-575-9159  
*Reviewed by:* Aaron D Starr, Manager of Legislative Affairs  
aaron.starr@sfgov.org, 415-558-6362

**RESOLUTION APPROVING A PROPOSED ORDINANCE THAT WOULD AMEND PLANNING CODE SECTIONS 723 AND 726 TO REFERENCE THE POLK/PACIFIC SPECIAL AREA DESIGN GUIDELINES; ADOPTING FINDINGS, INCLUDING ENVIRONMENTAL FINDINGS, PLANNING CODE SECTION 302 FINDINGS, AND FINDINGS OF CONSISTENCY WITH THE GENERAL PLAN AND PLANNING CODE SECTION 101.1.**

WHEREAS, on November 29, 2018 the Planning Commission initiated a proposed Ordinance under Board of Supervisors (hereinafter "Board") File Number XXXXX, which would amend Sections 723 and 726 of the Planning Code (the Polk NCD, and the Pacific Avenue NCD Code Sections respectively), to reference the Polk / Pacific Special Area Design Guidelines.

WHEREAS, The Planning Commission (hereinafter "Commission") conducted a duly noticed public hearing at a regularly scheduled meeting to consider the proposed Ordinance on January 10, 2019; and,

WHEREAS, the proposed Ordinance has been determined to be categorically exempt from environmental review under the California Environmental Quality Act Section 15060(c); and

WHEREAS, the Planning Commission has heard and considered the testimony presented to it at the public hearing and has further considered written materials and oral testimony presented on behalf of Department staff and other interested parties; and

WHEREAS, all pertinent documents may be found in the files of the Department, as the custodian of records, at 1650 Mission Street, Suite 400, San Francisco; and

WHEREAS, the Planning Commission has reviewed the proposed Ordinance; and

WHEREAS, the Planning Commission finds from the facts presented that the public necessity, convenience, and general welfare require the proposed amendment; and

MOVED, that the Planning Commission hereby **approves** the proposed ordinance.

## FINDINGS

Having reviewed the materials identified in the preamble above, and having heard all testimony and arguments, this Commission finds, concludes, and determines as follows:

1. The Polk / Pacific Special Area Design Guidelines will add more clarity and better organization to the Planning Department's design review effort.
2. Community members from the Middle Polk Neighborhood Association (MPNA), Lower Polk Neighbors (LPN), and Pacific Avenue Neighborhood Association (PANA), requested the Planning Department develop design guidelines for the Polk Street and Pacific Avenue Neighborhood Commercial Districts with the goals of addressing neighborhood-specific conditions and community values with clear guidance on the design of alterations and new buildings.
3. **General Plan Compliance.** The proposed Ordinance and Special Area Design Guidelines are consistent with the following Objectives and Policies of the General Plan:

## URBAN DESIGN ELEMENT

### OBJECTIVE 2

CONSERVATION OF RESOURCES WHICH PROVIDE A SENSE OF NATURE, CONTINUITY WITH THE PAST, AND FREEDOM FROM OVERCROWDING.

#### Policy 2.6

Respect the character of older development nearby in the design of new buildings.

*The proposed Polk / Pacific Special Area Design Guidelines A1.1, A3.1, and A3.2 directs projects to be compatible with neighboring building context by "Preserve Architecturally Important Buildings", "Harmonize with the Scale, Proportions, Texture, and Character of the District", and "Reflect the Architectural Quality, Composition, and Design Features of Existing Buildings."*

#### Policy 2.7

Recognize and protect outstanding and unique areas that contribute in an extraordinary degree to San Francisco's visual form and character.

*The proposed Polk / Pacific Special Area Design Guidelines A1.1, A3.1, and A3.2 directs projects to be compatible with neighboring building context by "Preserve Architecturally Important Buildings", "Harmonize with the Scale, Proportions, Texture, and Character of the District", and "Reflect the Architectural Quality, Composition, and Design Features of Existing Buildings."*

### OBJECTIVE 3

MODERATION OF MAJOR NEW DEVELOPMENT TO COMPLEMENT THE CITY PATTERN, THE RESOURCES TO BE CONSERVED, AND THE NEIGHBORHOOD ENVIRONMENT.

**Policy 3.1**

Promote harmony in the visual relationships and transitions between new and older buildings.

*The proposed Polk / Pacific Special Area Design Guidelines S2.2, S2.3, S2.4, S2.6, requires projects to "Respect Mid-Block Open Space...", "Relate the Height of New Buildings to the Height and Scale of Existing Buildings", and "Step the Height of Buildings with the Slope", and "Maintain Small Lots with Narrow Building Fronts where this is the Traditional Pattern" asks new projects to match massing patterns and sculpt to accommodate existing building massing, setbacks, and mid-block patterns.*

*The proposed Polk / Pacific Special Area Guidelines A3.1, and A3.2 requires projects to "Harmonize with the Scale, Proportions, Texture, and Character of the District", and "Reflect Architectural Quality Composition and Design Features..." to harmonize with neighboring buildings' character.*

**Policy 3.4**

Promote building forms that will respect and improve the integrity of open spaces and other public areas.

*The proposed Polk / Pacific Special Area Guidelines S2.5, P2.1 P2.2 requires projects to "Maximize Sun Access to Parks, Plazas, and Major Pedestrian Corridors- Especially in Alleys" and to "Improve the Polk Gulch Alleys per the Polk Alleyway Vision plan", and to "Improve the Alleys of Pacific Avenue to Serve as Neighborhood Open Space" to use landscaping and to shape building massing for the benefit of streets, alleys, and open space.*

**OBJECTIVE 4**

IMPROVEMENT OF THE NEIGHBORHOOD ENVIRONMENT TO INCREASE PERSONAL SAFETY, COMFORT, PRIDE AND OPPORTUNITY

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Install, promote and maintain landscaping in public and private areas.

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*The proposed Polk / Pacific Special Area Design Guideline A1.1 "Preserve Architecturally Important Buildings" encourages the retention of architecturally important buildings that may not otherwise receive protection as historic resources as means of preserving neighborhood character and as a sustainable building practice.*

4. **Planning Code Section 101 Findings.** The proposed amendments to the Planning Code are consistent with the eight Priority Policies set forth in Section 101.1(b) of the Planning Code in that:

1. That existing neighborhood-serving retail uses be preserved and enhanced and future opportunities for resident employment in and ownership of such businesses enhanced;

*The proposed Ordinance would not have a negative effect on neighborhood serving retail uses and will not have a negative effect on opportunities for resident employment in and ownership of neighborhood-serving retail.*

2. That existing housing and neighborhood character be conserved and protected in order to preserve the cultural and economic diversity of our neighborhoods;

*The proposed Ordinance would not have a negative effect on housing or neighborhood character.*

3. That the City's supply of affordable housing be preserved and enhanced;

*The proposed Ordinance would not have an adverse effect on the City's supply of affordable housing.*

4. That commuter traffic not impede MUNI transit service or overburden our streets or neighborhood parking;



*The proposed Ordinance would not result in commuter traffic impeding MUNI transit service or overburdening the streets or neighborhood parking.*

5. That a diverse economic base be maintained by protecting our industrial and service sectors from displacement due to commercial office development, and that future opportunities for resident employment and ownership in these sectors be enhanced;

*The proposed Ordinance would not cause displacement of the industrial or service sectors due to office development, and future opportunities for resident employment or ownership in these sectors would not be impaired.*

6. That the City achieve the greatest possible preparedness to protect against injury and loss of life in an earthquake;

*The proposed Ordinance would not have an adverse effect on City's preparedness against injury and loss of life in an earthquake.*

7. That the landmarks and historic buildings be preserved;

*The proposed Ordinance would not have an adverse effect on the City's Landmarks and historic buildings.*

8. That our parks and open space and their access to sunlight and vistas be protected from development;

*The proposed Ordinance would not have an adverse effect on the City's parks and open space and their access to sunlight and vistas.*

5. **Planning Code Section 302 Findings.** The Planning Commission finds from the facts presented that the public necessity, convenience and general welfare require the proposed amendments to the Planning Code as set forth in Section 302.

**Resolution 20344  
January 10, 2019**

**CASE NO.2018.007888PCA  
Polk / Pacific Special Area Design Guidelines**

NOW THEREFORE BE IT RESOLVED that the Commission hereby APPROVES the proposed Ordinance as described in this Resolution.

I hereby certify that the foregoing Resolution was adopted by the Commission at its meeting on January 10, 2019.

Jonas P. Ionin  
Commission Secretary

AYES:

NOES:

ABSENT:

ADOPTED: January 10, 2019



# SAN FRANCISCO PLANNING DEPARTMENT

---

## Planning Commission Draft Resolution HEARING DATE JANUARY 10, 2019

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*Case Number:* 2018-007888CWP [Board File No. XXXXXX]  
*Initiated by:* Planning Commission/ Introduced November 29, 2018  
*Staff Contact:* David Winslow, Architect Manager  
David.winslow@sfgov.org, 451-575-9159  
*Reviewed by:* Aaron D Starr, Manager of Legislative Affairs  
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**RESOLUTION ADOPTING THE POLK/PACIFIC SPECIAL AREA DESIGN GUIDELINES;  
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WHEREAS, the Planning Commission has reviewed the proposed Guidelines; and

WHEREAS, the Planning Commission finds from the facts presented that the public necessity, convenience, and general welfare require the proposed Guidelines; and

MOVED, that the Planning Commission hereby **adopts** the proposed Polk / Pacific Special Area Design Guidelines.

## FINDINGS

Having reviewed the materials identified in the preamble above, and having heard all testimony and arguments, this Commission finds, concludes, and determines as follows:

1. The Polk / Pacific Special Area Design Guidelines will add more clarity and better organization to the Planning Department's design review effort.
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5. **Planning Code Section 302 Findings.** The Planning Commission finds from the facts presented that the public necessity, convenience and general welfare require the proposed amendments to the Planning Code as set forth in Section 302.

January 10, 2019

CASE NO.2018.007888CWP  
Polk / Pacific Special Area Design Guidelines

NOW THEREFORE BE IT RESOLVED that the Commission hereby ADOPTS the proposed Polk / Pacific Special Area Design Guidelines as described in this Resolution.

I hereby certify that the foregoing Resolution was adopted by the Commission at its meeting on January 10, 2019.

Jonas P. Ionin  
Commission Secretary

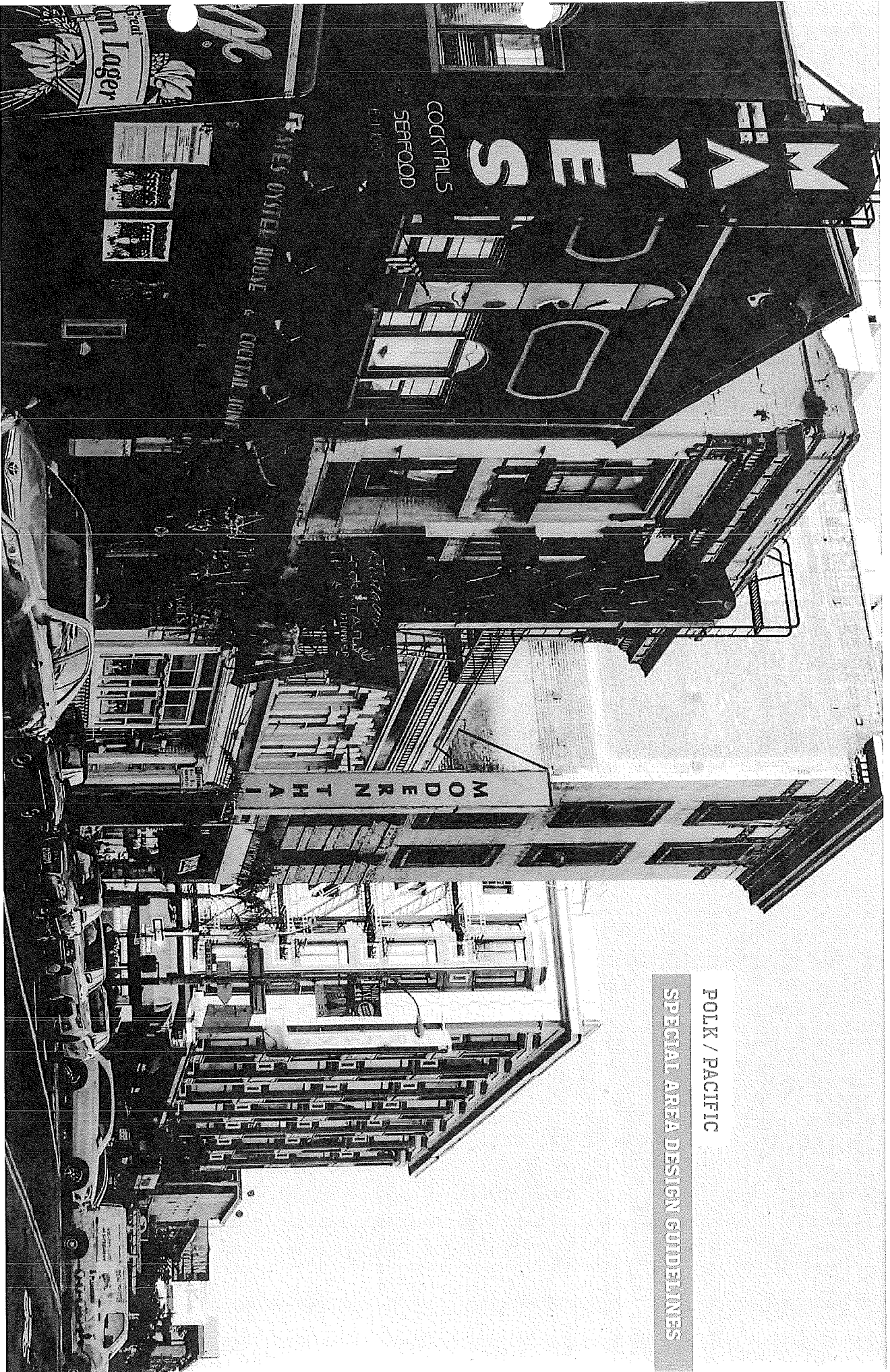
AYES:

NOES:

ABSENT:

ADOPTED: January 10, 2019





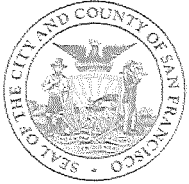
POLK / PACIFIC

SPECIAL AREA DESIGN GUIDELINES



REVIEW DRAFT  
11.15.2018

San Francisco  
**Planning**



*Mayor*

London Breed

*Board of Supervisors*

Malia Cohen, *President*

Vallie Brown

Sandra Lee Fewer

Jane Kim

Rafael Mandelman

Aaron Peskin

Hillary Ronen

Ahsha Safai

Catherine Stefani

Katy Tang

Norman Yee

*Planning Commission*

Rich Hillis, *President*

Rodney Fong,

Joel Koppel

Myrna Melgar

Kathrin Moore

Dennis Richards

Millicent Johnson

*San Francisco Planning Department*

John Rahaim, *Director of Planning*

Jeff Joslin, *Director of Current Planning*

David Winslow

Anne Brask

Allison Albericci

Trent Greenan

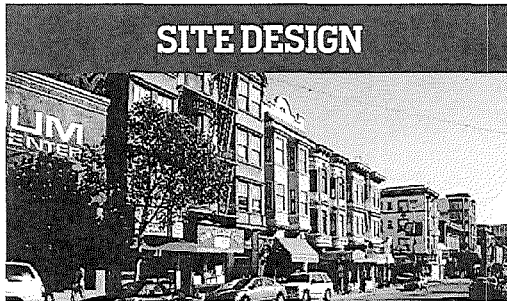
Maia Small

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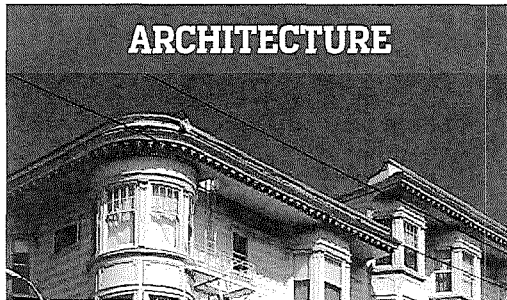
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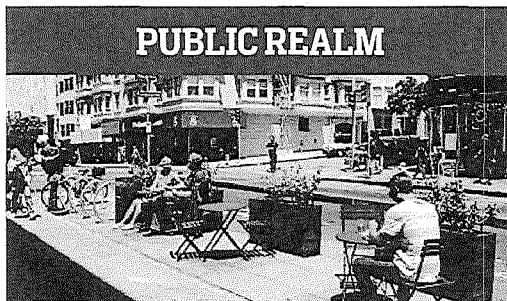
# Polk / Pacific Special Area Design Guidelines



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## Polk/Pacific Neighborhood Commercial Context

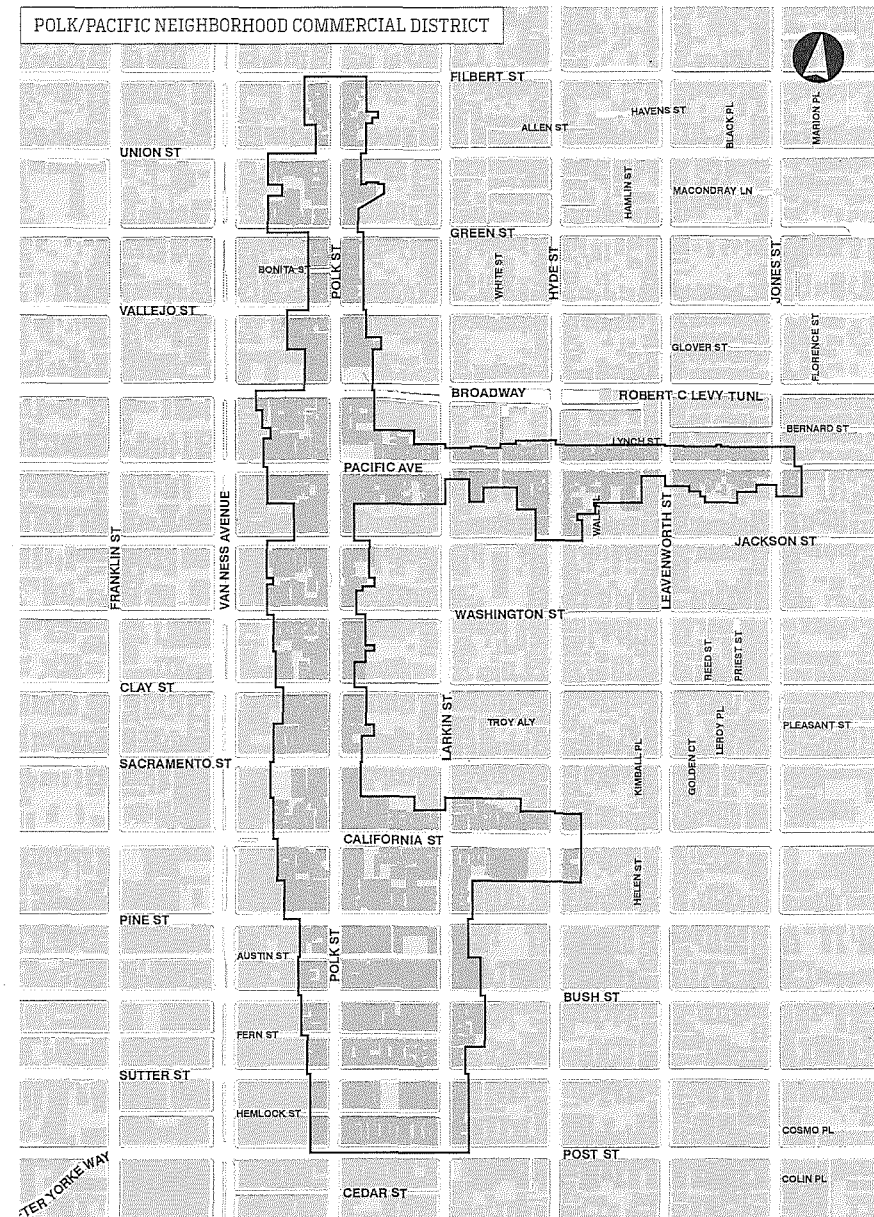
Sitting in the gulch between Nob and Russian Hills and Pacific Heights, Polk Street and Pacific Avenue are among the oldest and most dense neighborhood commercial districts in San Francisco. The adjoining Neighborhood Commercial Districts extend a mile north-south along Polk Street and include a portion of Larkin Street between Post and California Streets, and a five block portion of Pacific Avenue.

Polk Street's dense mixed-use character consists of buildings with ground-story commercial uses that extend commercial activity for almost its entire length. Residential units are typically located above the ground floor commercial.

The districts provide convenience goods and services to the residential communities in the Polk Gulch neighborhood and to the residents on the west slopes of Nob and Russian Hills. It has many apparel and specialty stores, as well as some automobile uses, which serve a broader trade area. Commercial uses also include offices, as well as restaurants and bars which keep the district active into the evening.

A common feature of these districts is the prevalence of small-scale development based on the small lot pattern of blocks which mainly were intended for residential development. During the first half of the century, in cases where several lots were merged for larger commercial development, builders tended to articulate the building facades to complement the scale of the smaller development.

The Polk Street NC District and Pacific Avenue NC District controls are designed to promote development with uses and built form that is compatible with the surrounding neighborhood, with a special emphasis on protecting and encouraging rear yards. On Polk Street, new buildings may contain commercial uses at the first two stories. On Pacific Avenue, new buildings may contain commercial uses on the ground floor only.



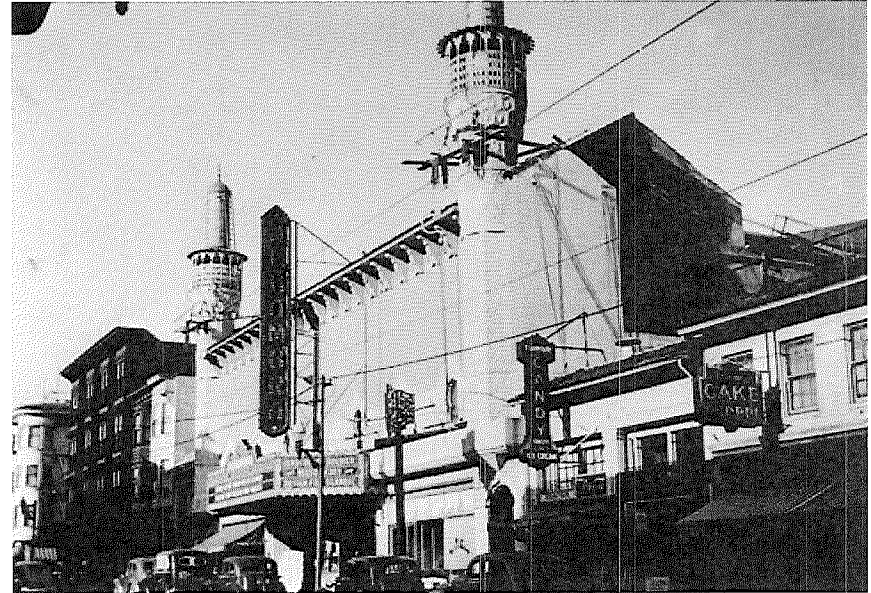
The Use Controls encourage smaller neighborhood-serving businesses on Polk Street and Pacific Avenue, while limiting uses that produce automobile congestion, noise and other nuisances, as well as uses that can displace local businesses. They also prohibit new adult entertainment uses. Restrictions on drive-up and most automobile uses protect the district's continuous retail frontage and prevent further traffic congestion.

The Pacific Avenue Neighborhood Commercial District (NCD) is on Pacific Avenue just east of Polk Street. It extends to all four corners of Pacific Avenue up to the four corners of Taylor Street and is situated on the North Slope of Nob Hill and south of the Broadway Tunnel. It includes the alleys running perpendicular and parallel to Pacific Avenue: McCormick Street, Morrell Street, Lynch Street, and Bernard Street.

Pacific Avenue is a mostly historic neighborhood with properties dating back to 1906 and 1907. It is a small scale, mixed-use neighborhood shopping district on a narrow street. Most of the lots are between 18 and 30 feet wide with two to three story buildings. Wider lots and some four story buildings are located mostly at the corners. Many of the Pacific Avenue properties are historic with original Victorian or Edwardian detail. The neighborhood businesses serve the community and adjacent neighborhoods with limited convenience goods and services.

The intent of the Pacific Avenue NCD Controls is to promote a small scale neighborhood environment along a mixed-use commercial street while preserving the surrounding neighborhood's historic and residential character. These controls:

- » preserve livability in a largely low-rise residential neighborhood,
- » protect and enhance solar access on a narrow street right-of-way
- » protect, enhance and contribute to residential rear yards at the grade and at all stories above, and
- » contribute additional open space adjacent to rear yards where feasible.



## Guideline Origin

The Polk / Pacific Special Area Design Guidelines are based on existing guidelines established in the Commerce and Industry Element of the San Francisco General Plan and the Polk Street NC District, and Pacific Avenue NC District of the Planning Code (Sections 723 and 726 respectively). The Guidelines illustrate means by which new development should contribute to the existing environment.

In an effort to preserve and promote the livability and attractiveness of the Polk and Pacific Neighborhood Commercial Districts, the design and siting of new buildings, additions, and alterations should be compatible with the character of surrounding buildings and the existing development patterns. In designing and evaluating a development proposal, consider the following patterns of the context:

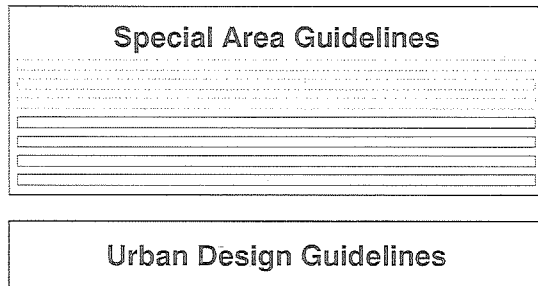
- » Overall district scale;
- » Individual street character and form;
- » Lot development patterns;
- » Adjacent property usage, especially buildings of historical, cultural or architectural importance; and
- » Building massing and composition



# Application of the Guidelines

The Special Area Design Guidelines establish a localized set of goals, values, and qualities by which projects are evaluated in design review: projects must demonstrate compliance with applicable guidelines to be successfully entitled. The Polk / Pacific Special Area Design Guidelines incorporate neighborhood-specific context statements and guidelines. The Guidelines illustrate how new development and building additions should contribute without disruption of the existing neighborhood scale and character.

The Polk / Pacific Special Area Design Guidelines work in concert with the Urban Design Guidelines (UDGs). Consistency with both sets of guidelines is mandatory in the approval process. Should application of the respective guidelines conflict, the Special Area Design Guidelines supercede the Urban Design Guidelines (UDGs).



Each participating neighborhood

**Guideline Structure:** Each guideline is described at the top of the page, followed by a sidebar that explains the rationale for the guideline, a range of means by which one might achieve that guideline, and illustrations that further describe its application. The range of means describes important parameters and methods by which a project can meet the guideline, but is not a prescriptive list. Projects may satisfy the guideline by applying one or all of the means or by suggesting something unique to the project that meets the intent. The guidelines are organized to relate and elaborate with more specificity to the relevant guideline in the Urban Design Guidelines. For example, S1.1 of the Polk / Pacific Special Area Design Guidelines is related to S1 of the UDGs. The illustrations are existing examples in the Polk and Pacific Commercial Districts that exemplify the means for the guideline indicated but are not necessarily exemplary of every guideline.



GUIDELINE	RATIONALE	MEANS	EXAMPLE
<p><b>S1.1</b> REFLECT THE ARCHITECTURAL QUALITY, COMPOSITION, AND DESIGN FEATURES OF EXISTING BUILDINGS THAT CONTRIBUTE TO THE POSITIVE VISUAL QUALITIES OF THE DISTRICT</p> <p>Main Street development shall be of a scale and character consistent with the surrounding area. New buildings shall be designed to complement the existing architectural quality, composition, and design features of the district. New buildings shall be designed to respond to existing features, details and materials that strengthen the existing neighborhood experience and character and maintain continuity with the neighborhood.</p> 	<p>Retain a new or remodeled building to its surrounding area by using compatible proportions, textures, and details. Neighboring buildings of architectural distinction can serve as primary references. Existing street patterns should also be continued on the facade of a new building.</p> <p>Respond to the ornamental scale of adjacent buildings. Historic features may be reinterpreted, but should be identifiable as from their own era. Avoid cursory historicism and facade elements that mimic neighbors.</p>	<p>Individual buildings in the city's neighborhood commercial districts are rich in architectural detailing, yet vary considerably, depending upon the age and style of their construction. Vertical lines of columns or piers are common to many buildings as are moldings around windows and doors. These elements add richness to a flat facade wall, emphasizing the contrast of shadows and surfaces.</p> <p>Consider a rhythm of horizontal and vertical elements, such as bay windows, cornices, belt courses, window moldings, balconies, etc.</p>	



Photo by Paul Chamberlain



# S SITE DESIGN

- S2.1 Reflect Setback Patterns
- S2.2 Respect Rear Yard Mid-Block Open Space and Retain Access to Light and Air of Adjacent Buildings and Open Space
- S2.3 Relate the Height of New Buildings to the Height and Scale of Adjacent Buildings
- S2.4 Step the Height of Buildings with Slope
- S2.5 Maximize Sun Access to Parks and Major Pedestrian Corridors – Especially in Alleys
- S2.6 Maintain Small Lots with Narrow Building Fronts Where This is the Traditional Pattern
- S5.1 Maintain the Prevailing Streetwall

# Site Design

The setting and built form of the Polk and Pacific Neighborhood Commercial Districts give them a unique neighborhood identity. The guidelines in this section guide the height, form, massing, and scale of development to maintain the balance between consistency and variety found in the district.

Site design is concerned about the massing of buildings and their relationship to topography, open space and the overall city fabric. Each building plays a role in the block and street environment and should support the existing patterns of open space, circulation, uses, access to sunlight, and pedestrian experience.

Three key patterns appear in this section's guidelines:

- » Respecting mid-block open space;
- » Defining the streetwall to fit the existing fabric; and
- » Shaping buildings to fit the scale of existing buildings.



## S2.1

## REFLECT SETBACK PATTERNS

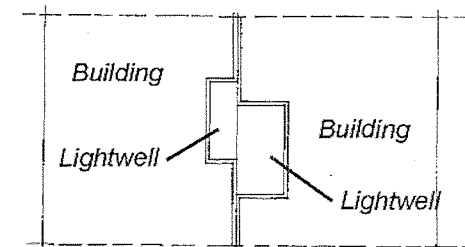
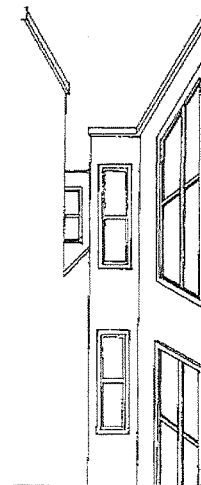
Side setbacks and light-wells are design features that provide light and air to narrow and deep buildings. These qualities should be protected to ensure the future livability and adaptability of these buildings.

- » Use front set-backs sparingly to provide space for outdoor activities such as sidewalk seating.
- » Protect existing lightwells and side setbacks by providing light wells and side setbacks that match existing adjacent conditions.
- » If an existing lightwell serves as a dwelling unit's only means of exposure to a rear yard or street, provide building set backs to preserve direct access to the open space.



Photo by Joey Parsons (CC BY-ND 2.0)

Provide shared light wells to maximize light to both properties.



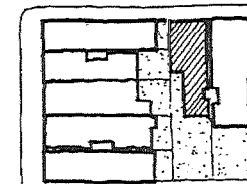
**S2.2**

**RESPECT REAR YARD MID-BLOCK OPEN SPACE AND RETAIN ACCESS TO LIGHT AND AIR OF ADJACENT BUILDINGS AND OPEN SPACE**

The aggregation of rear yards should create a mid-block open space that is visually accessible to residents and provides access to light and air for the back portions of buildings. It is important that access to the mid-block open space is not blocked. The same care must be taken to rear yards where development occurs adjacent to these districts. New development has the responsibility to create and contribute to mid-block open space -- even if no clear pattern exists.

- » Locate, orient, and shape open space to establish, respect, or enhance the existing mid-block open space and minimize impacts to privacy.
- » Locate new buildings and additions so their open spaces retain access to light, air and the mid-block open space to adjacent buildings.
- » Additions over existing structures that encroach into rear yards have the obligation to contribute to the mid-block open space by removing non-conforming portions of buildings to establish Code-complying rear yards.
- » Where rear yards are perpendicular to new development it may be necessary to create a side yard to respect and augment the existing adjacent rear yards.

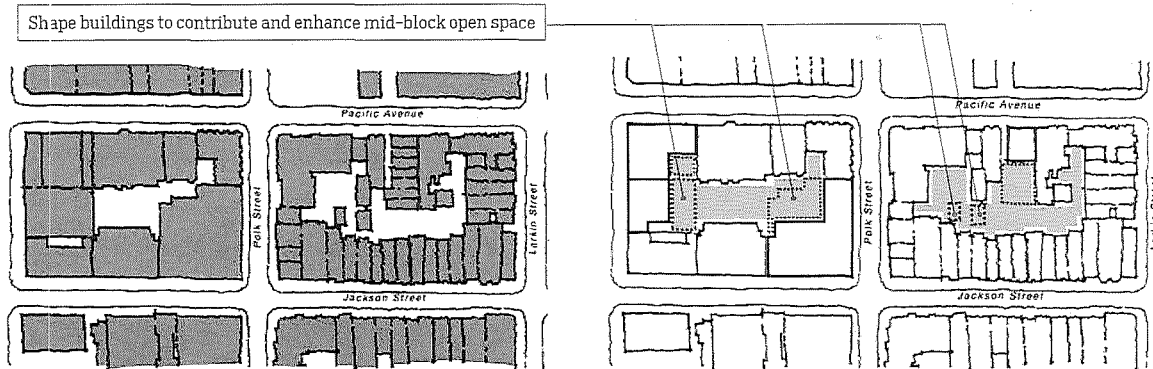
- » Rear yard open space should be at-grade or as close as possible to adjoining properties' rear yard open space, unless unusual or exceptional circumstances are present.
- » Rear yard open space is preferred on un-structured grade to allow for in ground planting.



Provide side yard setbacks to reflect rear yards perpendicular to new development.



Rear yards at grade provide opportunities for lush mature landscaping.



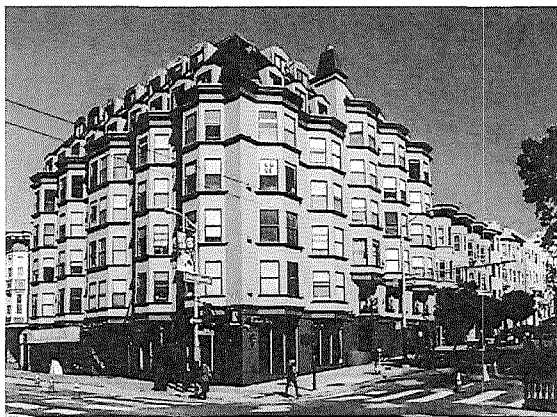
In order to create new rear yard open spaces that support and enhance existing mid block open space it may be necessary to remove non-conforming portions of buildings.

## S2.3

## RELATE THE HEIGHT OF NEW BUILDINGS TO THE HEIGHT AND SCALE OF ADJACENT BUILDINGS

Polk Street and Pacific Avenue have a range of buildings with varied heights and widths. Building design should avoid abrupt transitions and promote a continuity of scale.

- » Irrespective of height and bulk limits, provide transitions between high and low buildings on a street of varied building heights. While three- and four-story buildings are appropriate in many locations, two-story buildings are more appropriate in areas with lower-scale development.
- » Setback upper stories to be subordinate to the prevailing height of the street wall.
- » Sculpt buildings to avoid abrupt transitions in scale between existing buildings.
- » Provide setbacks to reduce impacts of light air and privacy to adjacent buildings and open spaces.
- » Provide setbacks that relate to setbacks of existing buildings.



Sloping the roof helps the massing of this building transition to the scale of the adjacent lower buildings.



Setting back the upper floor moderates the height and sense of scale between neighboring buildings.



Setting back the portion adjacent to the neighboring building helps ease the change of scale.

## S2.4

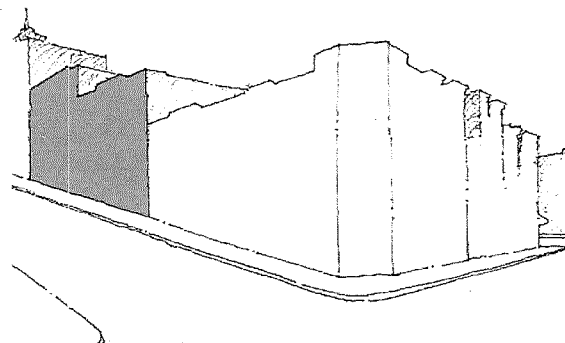
## STEP THE HEIGHT OF BUILDINGS WITH SLOPE

Typical to San Francisco, many of older buildings on Polk Street and Pacific Avenue were built to similar heights, and often on smaller lots -- with the effect of buildings clearly stepping with the slope of the streets. Buildings should embrace and reflect these site conditions in their collective form by stepping along with the topography.



Example of older buildings stepping with slope along the street frontage.

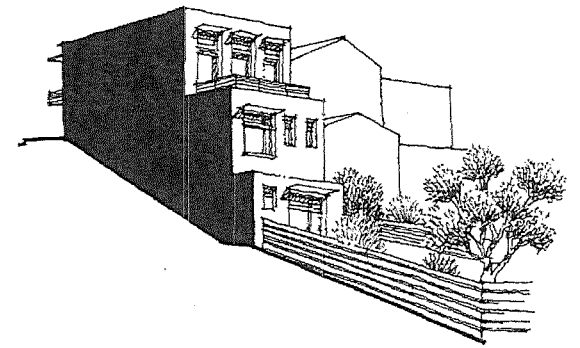
- » Step buildings with the slope of the street.
- » Step buildings with respect to the slope of the lot (upslope or downslope).
- » Articulate buildings so that greater building heights on corner sites may be expressed while also respecting the stepping pattern.
- » Sloped lots with wide frontages can result in an overly high building massing at the street. In these cases it may be necessary to step the massing to reflect the height and scale of existing buildings.



Step the building to reinforce the topography and the scale of neighboring buildings.



This building reinforces the streetwall by stepping with topography which also modulates its scale.



Step the building mass to conform to the topography of the site toward the rear.

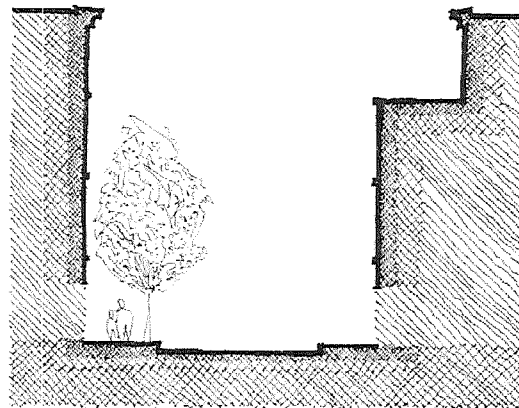
**S2.5****MAXIMIZE SUN ACCESS TO PLAZAS AND PEDESTRIAN CORRIDORS  
- ESPECIALLY IN ALLEYS**

Streets and alleys comprise most of the public open space in the Polk Street and Pacific Avenue corridors. Preserving sun light to these public spaces helps encourage their use, enjoyment, and activation of these neighborhoods. Planning Code Section 261.1 requires setbacks at upper stories on narrow streets and alleys.

- » Setback or otherwise sculpt upper floors to protect solar access and minimize shadows on alleys.
- » In some cases it may be necessary to reduce the height of proposed development to preserve sun access.
- » Locate and shape buildings to reduce shadows on public open space.



Low scale development on alleys preserves light to the street space.



Step upper floors of building back to preserve sun access to alleys.



New buildings fronting alleys should retain solar access.

## S2.6

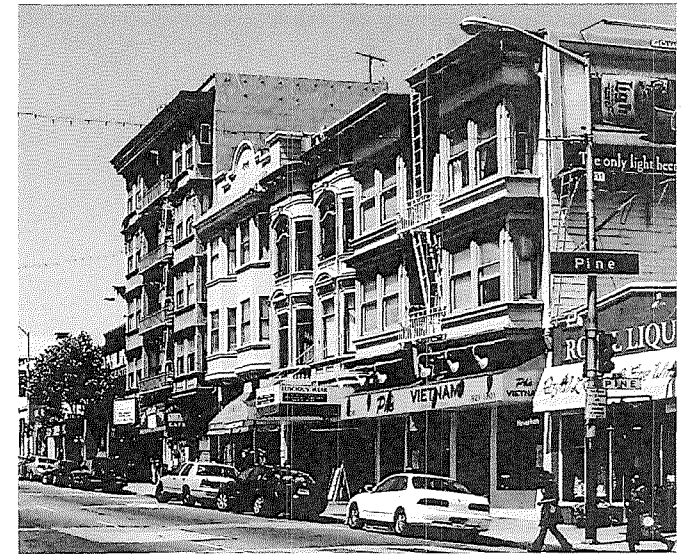
## MAINTAIN SMALL LOTS WITH NARROW BUILDING FRONTS WHERE THIS IS THE TRADITIONAL PATTERN

Pacific Avenue has a fairly consistent range of traditional building widths based on 25'-30' wide lots, where Polk has buildings that range from a full block to single lot buildings. The effect larger development can have in altering the traditional sense of neighborhood scale should be recognized and tempered.

- » Reflect neighborhood-prevailing lot widths and proportion and size of architectural elements in the modulation of the proposed building.
- » Design new buildings on large lots as a series of elements which are compatible with the existing scale of the district.



Building widths and expression of new buildings should be consistent with frontages in the neighborhood.



A typical pattern of Polk Street



## S5.1

**MAINTAIN THE PREVAILING STREET WALL**

There are almost no front setbacks, other than recessed entries, along Polk Street or Pacific Avenue. And where they do occur it weakens the definition of public space. Street facades promote a continuity of urban fabric along with pedestrian experience. The scale and design of building fronts at the street contribute to an active, engaging, and pedestrian-oriented streetscape.

- » Design new buildings to help define and maintain the street wall.
- » Stepping buildings with topography maintains continuity of the street wall height.
- » Design building frontages with active and direct engagement to the street to support pedestrian-oriented activity.
- » Consider the width of the sidewalk in establishing the articulation of the streetwall.
- » Absolute consistency with streetwalls is not always necessary. In some settings, it may be appropriate for a frontage to employ a forecourt, setback, or recess that acts as a lively

counterpoint to a street wall, but not to such an extent that it erodes the overall sense of urban enclosure.

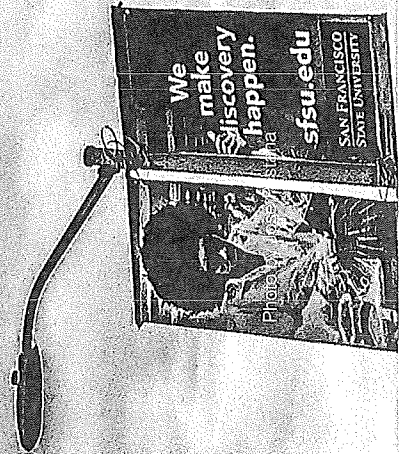
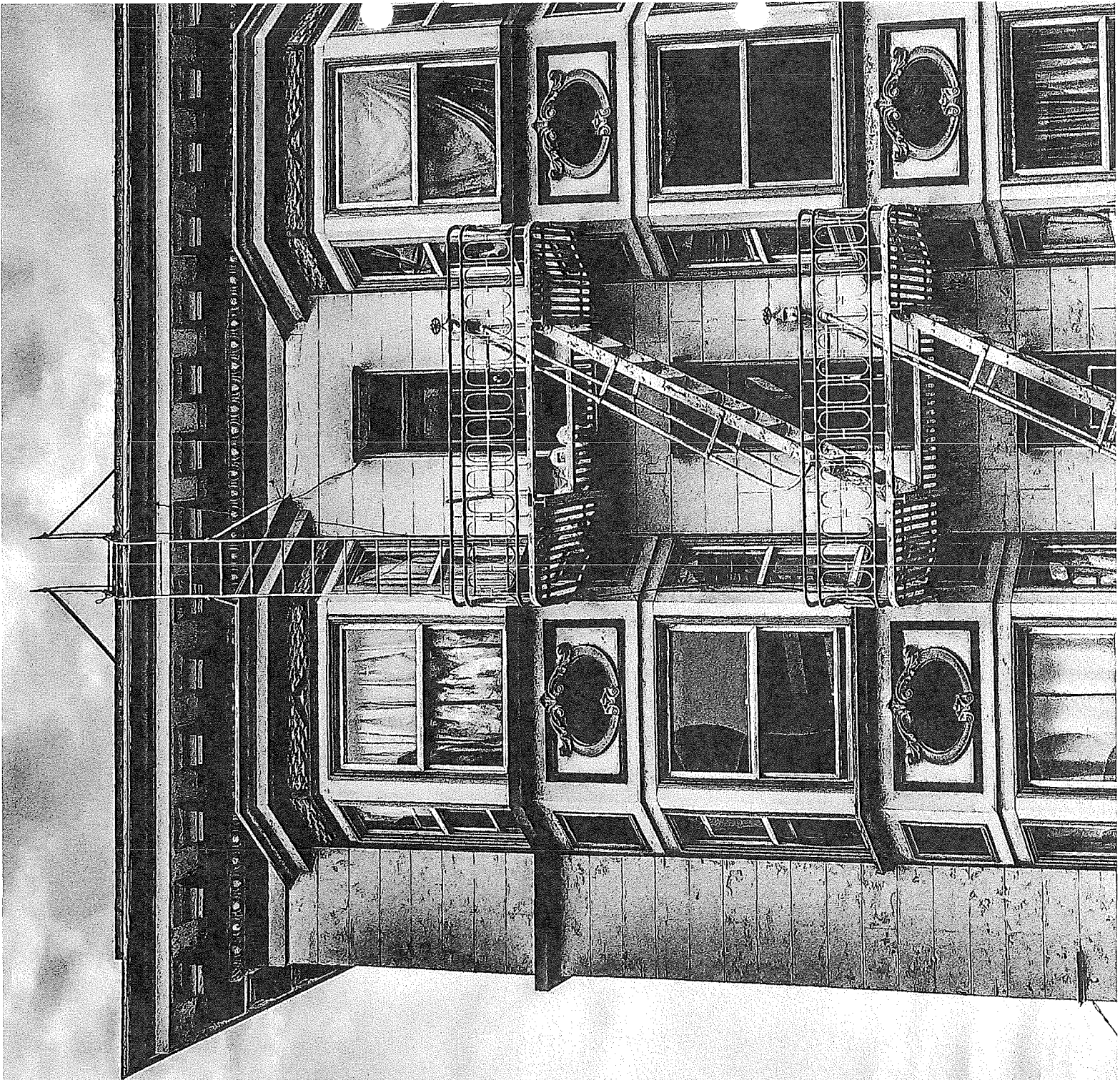
- » Design inviting transitional entrance spaces between the building and the street.
- » Use front set-backs for special circumstances that provide space for outdoor activities such as sidewalk cafes and walk-up windows, or publicly accessible open space. Public open space is appropriate where the retail activity of the street is not adversely affected; there is a shortage of nearby open space to serve people; the site is appropriate in terms of its topography and sun and wind conditions; and attractive seating and landscaping are provided.



Strong street facades provide a backdrop for the public realm.



Continuous street facades present creates a defined sidewalk space.



# A ARCHITECTURE

- A1.1 Preserve Architecturally Important Buildings
- A3.1 Harmonize with the Scale, Proportions, Texture, and Character of the District
- A3.2 Reflect the Architectural Quality, Composition and Design Features of Existing Buildings that Contribute to the Positive Visual Qualities of the District
- A4.1 Design Blank Walls with High Quality Materials and Composition
- A4.2 Design Roofs and Balconies to Minimize Privacy, Visual, and Noise Impacts
- A7.1 Relate Size and Design of Signs to be Compatible with the Character and Scale of the Building as well as the Neighborhood Commercial District
- A8.1 Maximize Commercial Storefront Transparency
- A8.2 Design Storefronts with Human-Scaled Features

# Architecture

The buildings in the Polk and Pacific districts have a variety of visual character spanning various eras of development which all work together to form a vibrant urban fabric. In order to fit into this fabric without dramatic disruption, new buildings have an obligation to respectfully add to the richness of character, texture, and human-scale of their neighbors.

The guidelines in this section guide the architectural features and composition of new buildings and additions to reinforce or enhance the physical patterns and features of surrounding buildings through the use of:

- » Compatible scale,
- » Proportions,
- » Facade composition,
- » Materials, and
- » Roof forms.

Application of these guidelines is intended to add new variations within the consistency and familiarity of Polk and Pacific NCDs.



## A1.1

**PRESERVE ARCHITECTURALLY  
IMPORTANT BUILDINGS**

Retention of older, well-designed and irreplaceable buildings is sometimes just as important as building something new. Renovation and restoration of buildings is a sustainable building practice that also helps to link us with the past, preserve neighborhood character and add visual interest to the streetscape while also providing a pleasant contrast to new development.

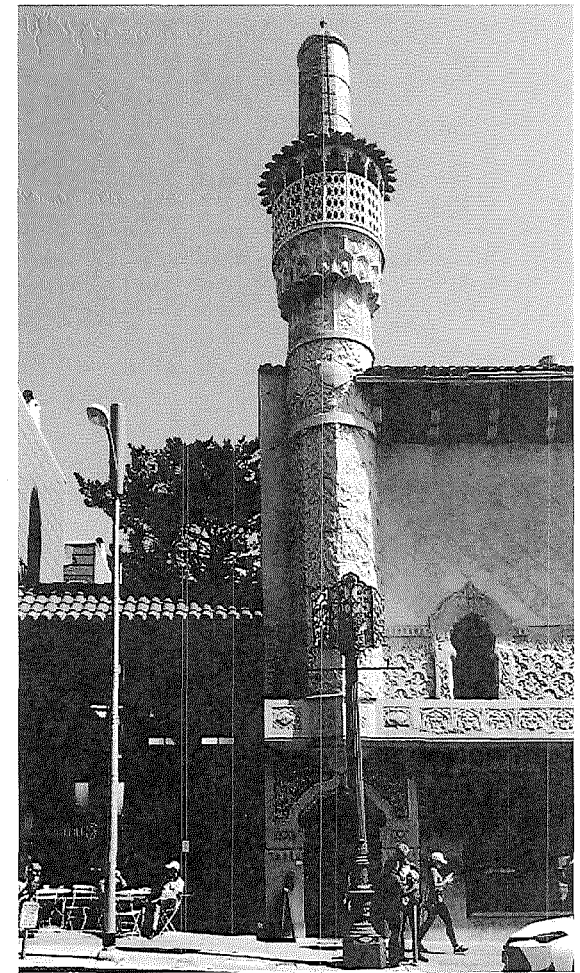
- » Development of auto service garage sites should retain significant portions of the existing structure while accommodating new additions.
- » Use the character, texture, materiality, and human-scale of the old to set the standard for the new development.
- » Reuse or rehabilitate existing structures in sound condition and of worthwhile architectural character where feasible to retain the unique character of a given neighborhood commercial district.
- » Reflect the compositional organization or material qualities of the older building in the new architecture.



Historic fabric provides fine grain and patterns that represent different eras.



Look for ways to preserve old buildings for new uses in meaningful ways.



Historic buildings function as focal points for the neighborhood.

## A3.1

## HARMONIZE WITH THE SCALE, PROPORTIONS, TEXTURE AND CHARACTER OF THE NEIGHBORHOOD COMMERCIAL DISTRICT

Many of the buildings that define Polk Street were developed in the Victorian era with vertically proportioned bays and windows, detailed with wood trim and clad in wood and stucco.

Respecting scale and proportion in the design of buildings help maintain continuity with the existing context.

- » Design alterations and new buildings to be compatible with existing buildings' architectural quality to contribute to and preserve the scale and character of the neighborhood commercial district.
- » The details, material, and color of existing architecturally distinctive buildings should be complemented by new development.
- » Buildings designed to follow a prescribed formula by businesses with multiple locations is discouraged if such design would be incompatible with the scale and character of the district in which the building is located.
- » Proportion the scale and overall amount of glazing to the existing building patterns.
- » Limit glass at the rear of buildings and neighbor facing sides to the same proportions as neighboring buildings.
- » Reflect the positive aspects of the existing scale and design features of the area in the design of new buildings, additions and alterations, and facade renovations. Building forms should complement and improve the overall neighborhood environment.



Projecting head and sill trim adds shadow and detail.



Vertically proportioned windows with divided lites reflect the prevailing scale of the neighborhood.



New buildings maintain the fabric of existing residential qualities above the ground level commercial uses.

**A3.2****REFLECT THE ARCHITECTURAL QUALITY, COMPOSITION, AND DESIGN FEATURES OF EXISTING BUILDINGS THAT CONTRIBUTE TO THE POSITIVE VISUAL QUALITIES OF THE DISTRICT**

Many buildings along Polk Street developed as large facades composed with simple, regular repeating features. In most cases buildings are composed of strongly defined and differentiated bases, bodies, and tops.

New buildings that recognize and respond to existing features, details and materials strengthen and maintain continuity with the existing neighborhood.

- » Relate a new or remodeled building to its surrounding area by using compatible proportions, textures, and details. Nearby buildings of architectural distinction can serve as primary references. Existing street rhythms should also be continued on the facade of a new building, linking it to the rest of the district.
- » Individual buildings in the Polk neighborhood commercial districts are rich in architectural detailing, yet vary considerably from building to building, depending upon the age and style of their construction. Vertical lines of columns or piers, and horizontal lines of belt courses or cornices are common to many buildings as are moldings around windows and doors. These elements add

richness to a flat facade wall, emphasizing the contrast of shapes and surfaces.

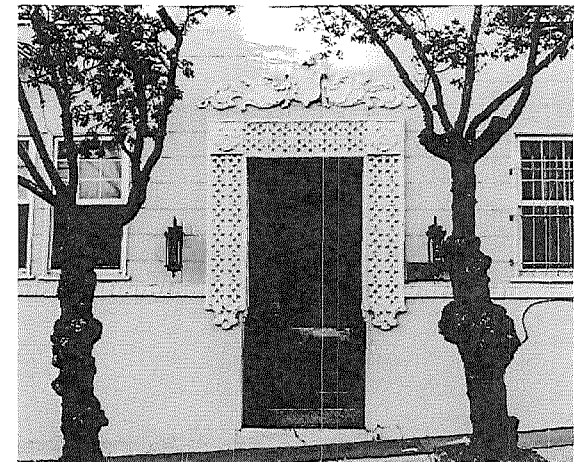
- » Respond to the ornamental scale of adjacent buildings. Historic features may be reinterpreted, but should be identifiable as from their own era. Avoid cursory historicism and facade elements that mimic neighbors.
- » Consider a rhythm of horizontal and vertical elements, such as bay windows, cornices, belt courses, and window moldings.
- » Balconies provide an opportunity for an active interface with the street, but should be limited in size and exposure to the street.



A facade is modulated with the spacing pattern of windows.



The spirit of artistic detail of this building give it life and a unique identity, but it also shares common materials and features with its neighbors.



Recognize and reflect architectural features that occur in the neighborhood. A building entry is made evident through detailing.

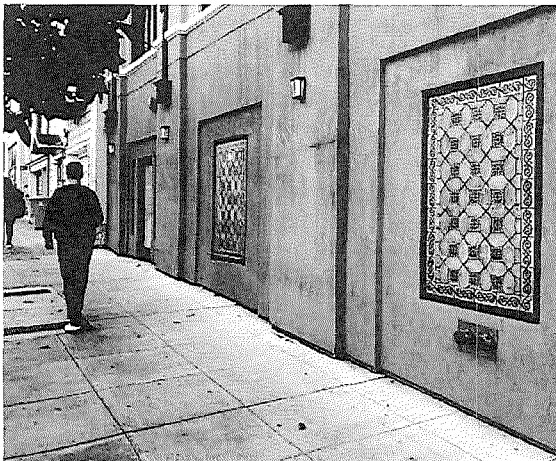
## A4.1

## DESIGN BLANK WALLS WITH HIGH QUALITY MATERIALS AND COMPOSITION

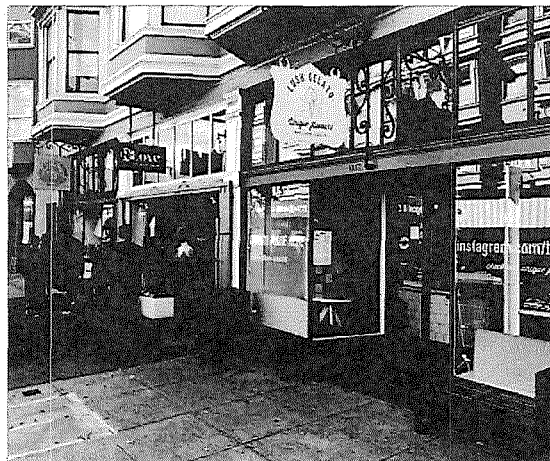
Ground floor commercial uses on Polk Street should maintain consistent transparency. When buildings on cross streets and alleys vary in height property line walls are often exposed. Due to building uses other walls may need to be solid. Blank walls that are visible should exhibit high quality design and materiality.

- » Design all visible facades with similar effort and consideration as primary facades
- » Sculpt and articulate sidewalls that are likely to be significantly exposed.
- » Match materials used on the primary facade
- » Match the texture and scale and pattern of the primary facade.

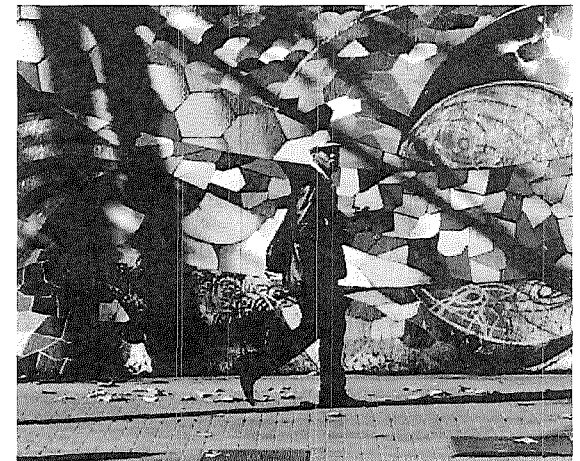
RIGHT: Materials that are found on the primary facade are used on the exposed side walls, providing a unifying element of scale as well.



Walls that cannot be transparent may be augmented with other design features.



Storefronts along Polk Street should maintain transparency.



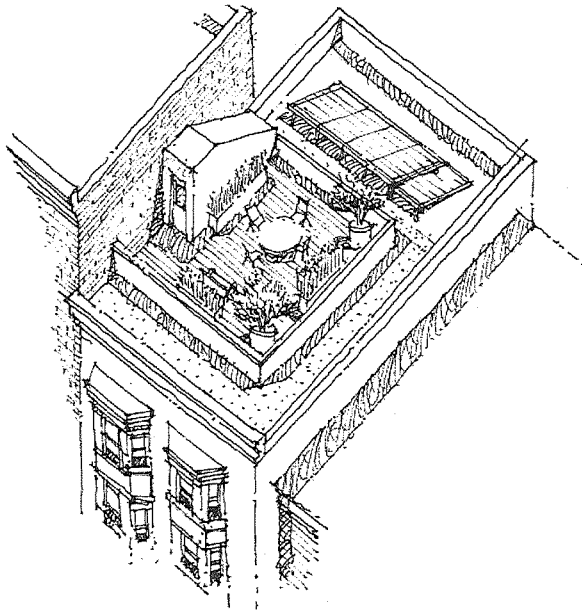
Murals engage the eye, and when significant and extensive can attract visitors and foot traffic.



## A4.2

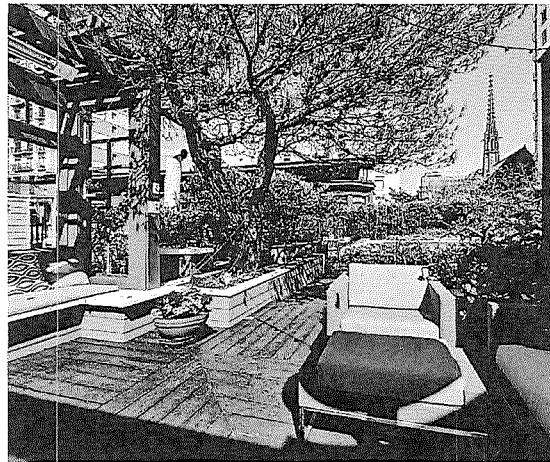
**DESIGN ROOFS AND BALCONIES TO MINIMIZE VISUAL, NOISE, AND PRIVACY IMPACTS**

In a city of hills and tall buildings, roofs can be seen from many vantage points. The extent to which roof top appurtenances and uses affect the visual quality, noise, and access to sunlight needs to be considered.



To minimize its impact and visibility this deck is minimized in size and set back from all building edges.

- » Locate rooftop mechanical equipment away from areas of residential use. Intentionally screen and integrate with the design of the building.
- » Minimize, combine, and locate stair and elevator penthouses and roof top utilities to reduce their visual impact and to integrate into the overall building architecture.
- » Size and locate roof decks to minimize impacts to privacy, and visual and noise impacts.
- » Decking and green roofs support a more visually compelling roof landscape and reduce



Treating the roof as a garden creates a visual amenity.

solar gain, air pollution, and the amount of water entering the stormwater system.

- » Use translucent or opaque materials at balconies to avoid visual clutter.
- » Roof decks should not replace rear yards and mid-block open space. Roof decks by their nature create conditions for privacy and noise impacts. Rear yards and side yards are preferred over roof decks where possible.
- » Roof decks, where appropriate, should be placed overlooking major streets, and away from rear yard open spaces and alleys.



Opaque or translucent materials increase privacy for residents and improve the visual experience from the public realm.

## A7.1

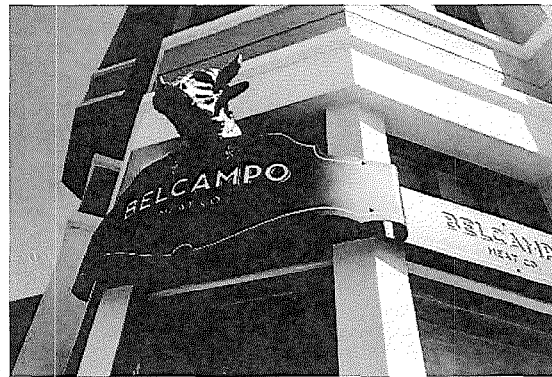
## RELATE SIZE AND DESIGN OF SIGNS TO BE COMPATIBLE WITH THE CHARACTER AND SCALE OF THE BUILDING AS WELL AS THE NEIGHBORHOOD COMMERCIAL DISTRICT

The character of signs and other features attached to or projecting from buildings is an important part of the visual appeal of a street and the general quality and economic stability of the area. Opportunities exist to relate these signs and projections more effectively to street design and building design. As much as signs and other advertising devices are essential to a vital commercial district, they should not interfere with or diminish the livability of residences within the neighborhood commercial district or in adjacent residential districts.

- » Signs should not be attached to facades at residentially- occupied stories nor should sign illumination shine directly into windows of residential units.
- » Externally illuminated blade or banner signs, rear lit "halo" letters, window decals, hand painted and awning valance signage are appropriate.
- » Use signs to demonstrate craft and uniqueness of the business.
- » Coordinate signs with scale, location and design of other business signs.
- » Control the intensity of building and signage lighting and allow for dimming and color variation.
- » Orient and size signs to the pedestrian scale, and so as to not overwhelm the building facade.
- » Design building signs to reflect the type and sensibility of their use. Consider marquees where programmatically appropriate.
- » Design signs and canopies appropriately to illustrate the hierarchy of entrances and information along facades where there are many elements or uses.
- » Deep, arched shaped awnings that incorporate large signage and cover clerestory windows should be avoided.
- » Internally illuminated box signs or letters, oversized awning signage, and exposed conduit or raceways should be avoided.



Signage has the ability to enhance the architectural character of the building.



Signage inventively incorporated as a facade element highlights the store entry.



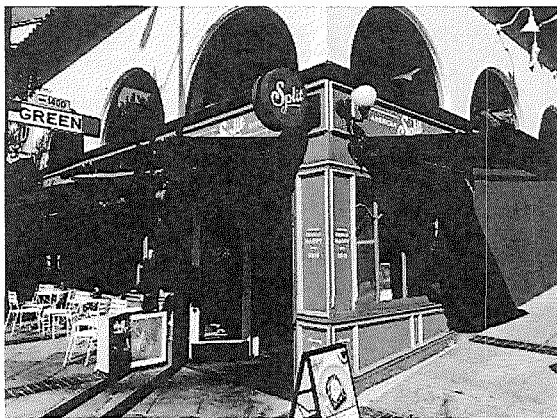
Window decals are part of a subtle and elegant signage approach.

## A8.1

## MAXIMIZE COMMERCIAL STOREFRONT TRANSPARENCY

Buildings that provide an active and transparent interface between their interior uses and the street support interest, well-being, and safety through natural surveillance. The design of retail storefronts should create an engaging, human-scale experience at the street.

- » Use clear, un-tinted glass at the street level to allow maximum visual interaction between sidewalk areas and the interior of buildings. Mirrored, highly reflective glass or densely-tinted glass should not be used except as an architectural or decorative accents.



Awnings mounted between storefront and clerestory windows maintain facade transparency.

- » The use of security gates/ bars is discouraged to maintain transparency. If used, operable security gates should be located on the interior and left open during business hours. Exterior mounted roll up grates are not recommended.
- » Where a substantial length of blank wall is unavoidable, use eye-level display, a contrast in wall treatment, outdoor seating and/or landscaping to enhance visual interest and pedestrian vitality.
- » Awnings should be mounted between the storefront and clerestory windows to avoid obscuring architectural details and maintain transparency.
- » Clerestory windows should not be covered or obscured.



Recessed entries and clear display windows engage store interiors with the sidewalk.



Outdoor sidewalk displays may augment the intent of this guideline, so long as sufficient room is retained on the sidewalk for travel.



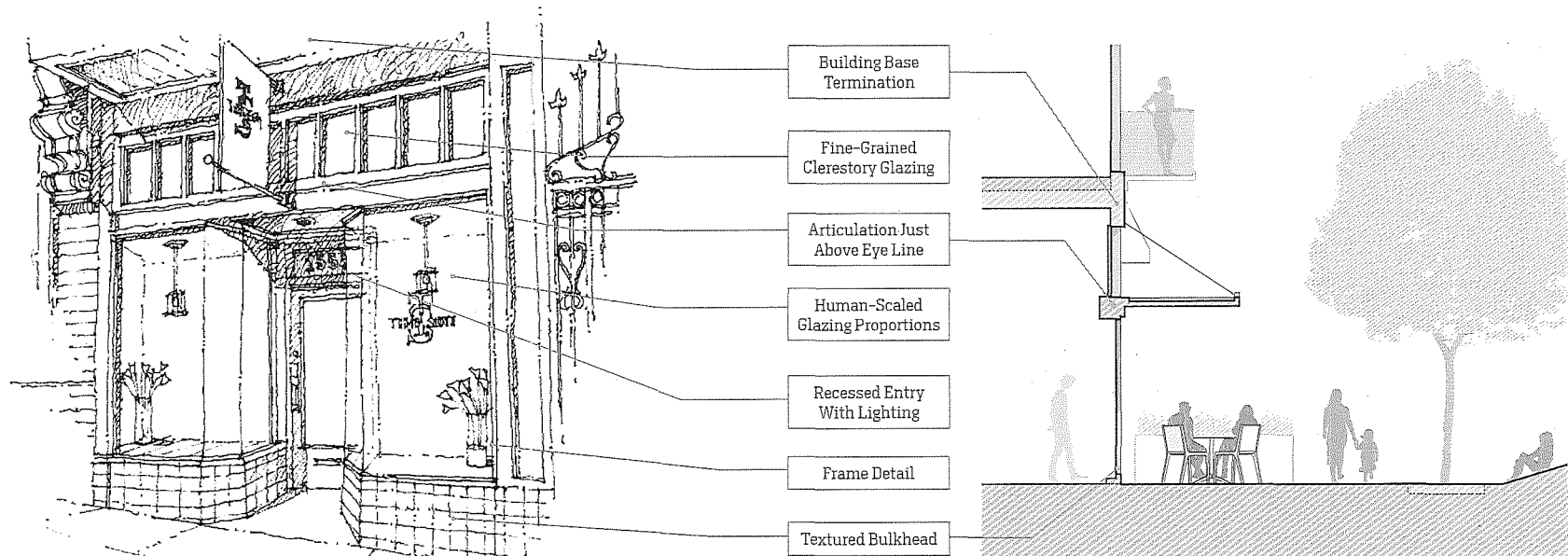
Corner entries offer unique opportunities.

## A8.2

## DESIGN STOREFRONTS WITH HUMAN-SCALED FEATURES

The ground floors of the district are primarily comprised of commercial storefronts and residential entries—where the public interacts most with buildings. Ground floors that are designed to be active, invitational, and human-scaled can foster a successful neighborhood.

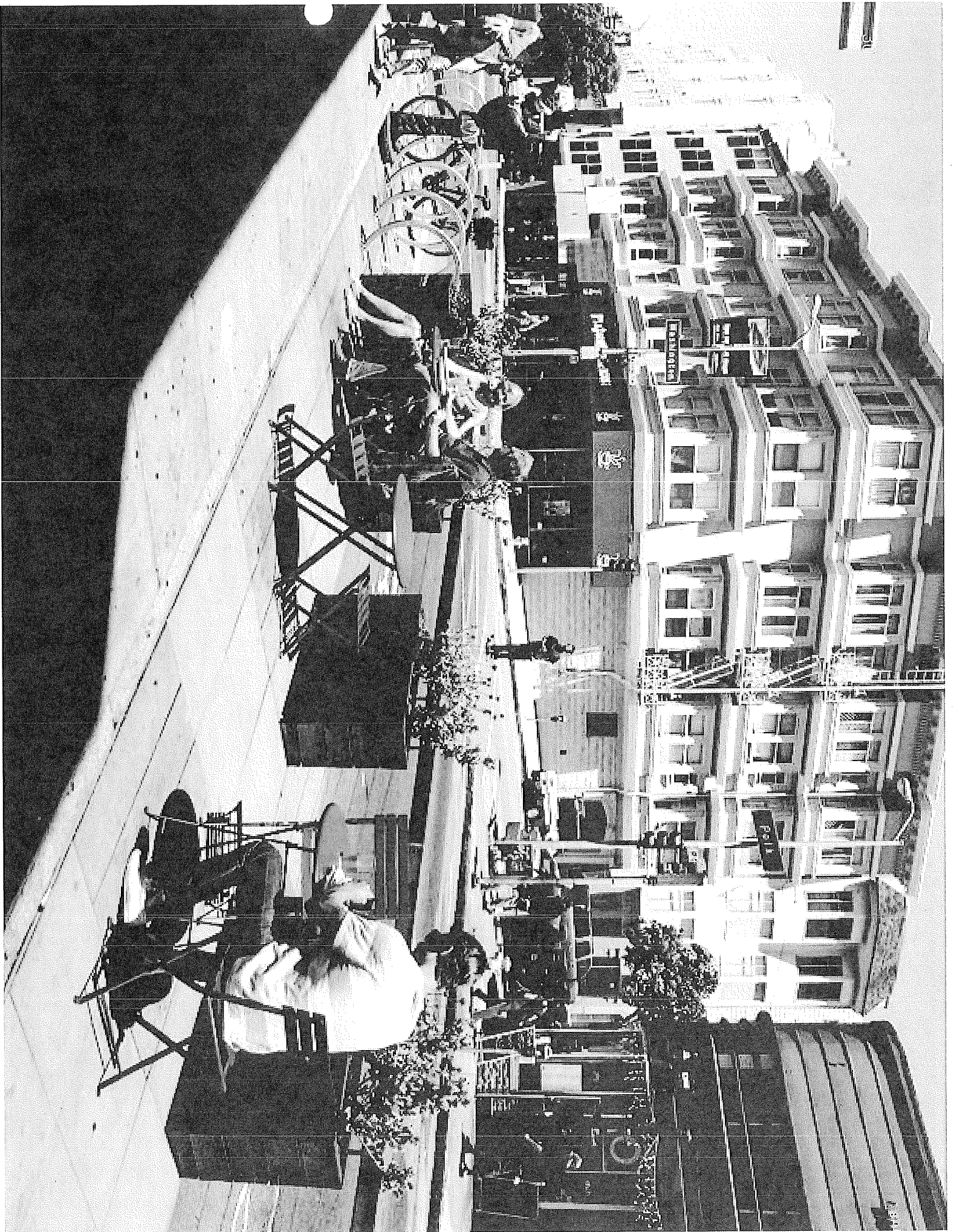
- » Use features such as transom bands and windows, projecting signage, and high bulkheads to provide scale.
- » Use lighting to highlight significant building features but do not over-light buildings nor project light into the sky. Employ sustainable or "dark sky" measures to reduce illumination when not needed.
- » Recess and provide adequate transition space for storefront entries to allow people to step out of the pedestrian flow.
- » Design corner entries for corner buildings.
- » Design lighting to reinforce pedestrian comfort at the ground level.
- » Compositionally integrate signage, canopies and other finer-grained architectural elements to impart human-scale, enhance the public realm, and harmonize a project with its context



Human-scaled features at the storefront help create comfortable places for people.

Storefront features including bulkheads, transoms, signage, and awnings provide shelter and a human-scale at the street.





# P PUBLIC REALM

P2.1 Improve Park/Green Alleys

P2.2 Improve the Alleys off Pacific Avenue to Serve as Neighborhood Open Space

P5.1 Provide Street Trees with New Development

P5.2 Use Landscaping to Buffer Parking and Unbuilt Lots

# Public Realm

The Polk Street and Pacific Avenue Neighborhood Commercial Districts are transit and pedestrian friendly -- with the public realm consisting mainly of sidewalks, alleys, and parklets. These fine-grained streetscapes support everyday life, nurture the public experience, and express the identity of these neighborhoods.

This Section addresses streetscape design to enhance and encourage walking, bicycling, and the use of public transportation as well as general comfort and well-being on the streets.

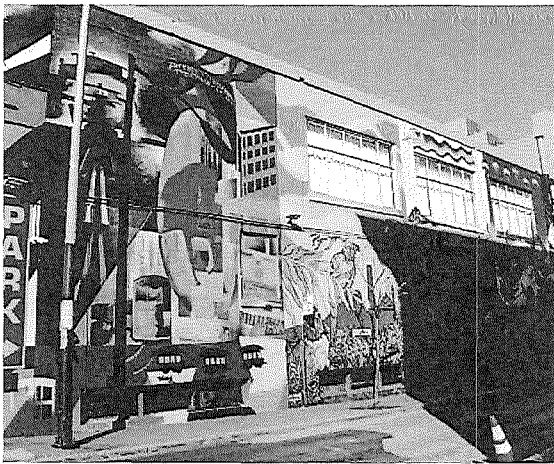




**P2.1 IMPROVE POLK GULCH ALLEYS**

Polk gulch is a dense neighborhood with few large green parks or public open spaces. The alleys are an opportunity to provide neighborhood serving open spaces and public amenities. The Middle Polk community has invested much effort to create a vision plan to design and activate these alleys.

- » Larger projects that abut alleys and subject to the Better Streets Plan should focus efforts to make improvements consistent with the Community Vision Plan. Refer to the Lower Polk Alleyways District Vision Plan for specific pedestrian priority designs.

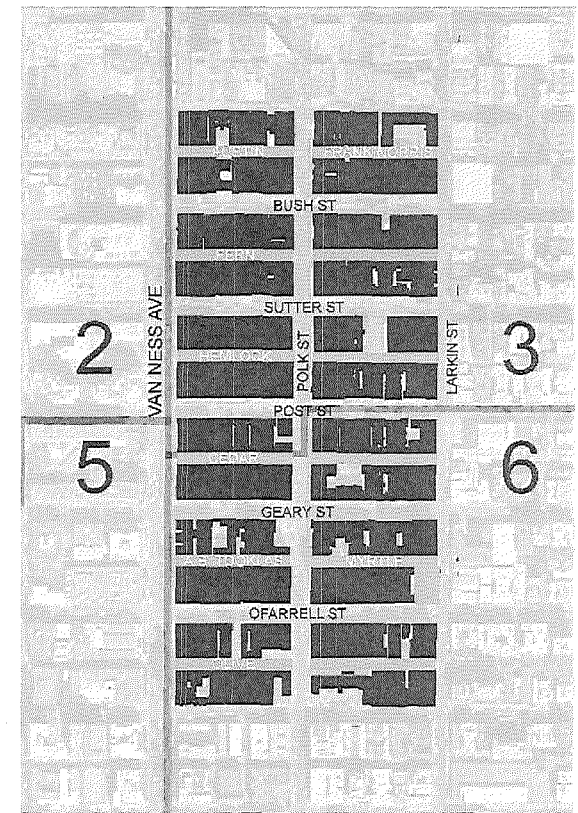


Animating blank walls with murals in alleys helps create a sense of life and care.



Lighting helps animate alleys.

POLK ALLEYWAY DISTRICT

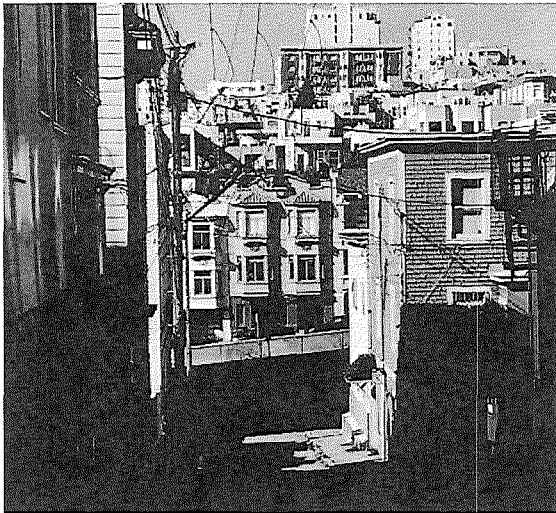


Lower Polk Alley Master Plan map

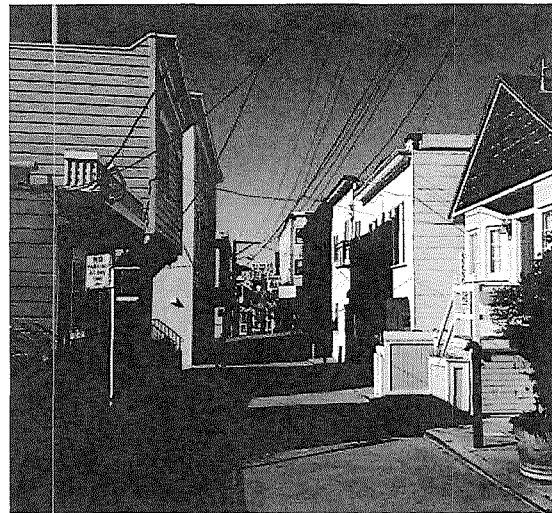
**P2.2****IMPROVE THE ALLEYS OFF PACIFIC AVENUE TO SERVE AS NEIGHBORHOOD OPEN SPACE**

The extremely narrow alleys near Pacific Avenue have limited sun exposure yet serve as quiet, walkable, human-scaled pedestrian spaces that offer a respite in a dense neighborhood. These alleys are an opportunity to provide neighborhood serving open spaces and public amenities.

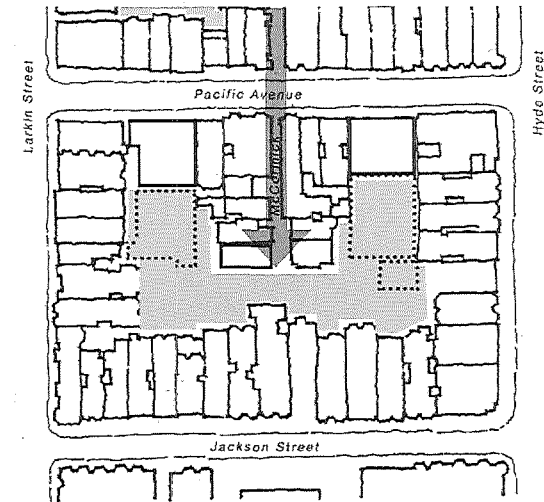
- » Step back upper floors of new building additions to allow sun access and preserve the building scale on alleys.
- » Consider design and means to provide pedestrian amenities such as seating and lighting.
- » Provide sidewalk landscaping and paving.
- » Adding garages is strongly discouraged.



Alleys provide important physical and visual connections within the neighborhood.



The small scale of buildings that are prevalent on alleys should be respected.



Consider connecting alleys to contribute to mid-block open space.

## P5.1

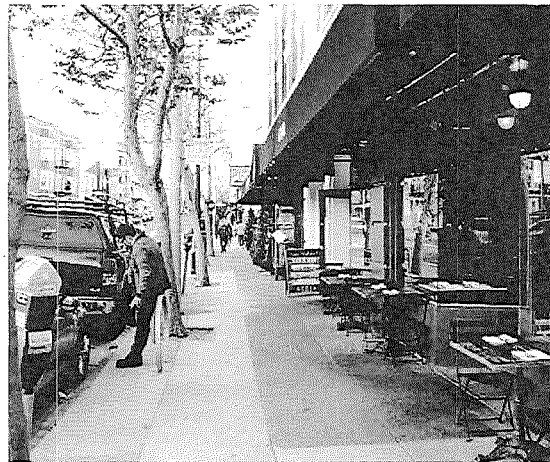
**PROVIDE STREET TREES WITH  
NEW DEVELOPMENT**

Regularly spaced street trees selected to complement the street contribute much to the sense of overall pedestrian comfort and safety.



Trees can frame and define the sidewalk almost as much as the buildings.

- » If a district tree planting program or streetscape plan exists, new development should be landscaped in conformity with such plans.
- » Trees should be scaled according to their context, including the intensity of activity, building heights, and available light.
- » Select trees that thrive in the climate and have high, open canopies to maintain storefront visibility and create dappled shade and shadow.
- » Protect trees from automobiles by creating buffers
- » Minimize conflicts between pedestrians in the location of trees
- » Align trees and other sidewalk landscape features to provide a direct and continuous path of travel.
- » Size tree wells and planters to support healthy trees and increased foliage.
- » Consider permeable paving wherever possible to reduce water flow during heavy rain.
- » Integrate pedestrian lighting with tree wells.
- » In places where tree planting is not appropriate due to inadequate sidewalk width, interference with utilities, undesirable shading, or other reasons, other means such as window boxes, planter boxes or trellises may be chosen.



Street trees help define sidewalk space and use.



Properly selected and healthy street trees help moderate the scale of buildings to the human scale.

## P5.2

## USE LANDSCAPING TO BUFFER PARKING AND UNBUILT LOTS

Gaps that occur in the building streetwall may be opportunities for visually screening and greening undesirable uses.

- » Visually screen parking lots along the street frontage by low walls, earth berms and/or landscaping. Buffer the edges of parking lots bordering residentially-developed properties with trees and shrubs.
- » Introduce landscape features such as trellises to soften the edges while bridging gaps in the streetwall.
- » Consider maintenance and stewardship in development of uses and features.
- » Use planters, ledges, and low walls to provide places for people to view, socialize, and rest.



Landscaping shields the view of cars from the street but also shields car headlights onto the street.



Built landscape features can help bridge gaps in the street wall.

## **Photo Credits**

All photos and diagrams, except where credited, were taken or drawn by SF Planning.



**San Francisco**  
**Planning**

**FOR MORE INFORMATION:**  
Call or visit the San Francisco Planning Department

**Central Reception**  
1650 Mission Street, Suite 400  
San Francisco CA 94103-2479

TEL: **415.558.6378**  
FAX: **415.558.6409**  
WEB: **<http://www.sfplanning.org>**

**Planning Information Center (PIC)**  
1660 Mission Street, First Floor  
San Francisco CA 94103-2479

TEL: **415.558.6377**  
*Planning staff are available by phone and at the PIC counter.  
No appointment is necessary.*

1 [Planning Code – Permitting Polk/Pacific Special Area Design Guidelines]

2  
3 **Ordinance amending the Planning Code to reference the Polk/Pacific Special Area**  
4 **Design Guidelines; affirming the Planning Department’s determination under the**  
5 **California Environmental Quality Act; adopting findings of public necessity,**  
6 **convenience, and welfare under Planning Code, Section 302; and making findings of**  
7 **consistency with the General Plan and the eight priority policies of Planning Code**  
8 **Section 101.1.**

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

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

17 Section 1. Findings.

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

23 (b) On \_\_\_\_\_, the Planning Commission, in Resolution No. \_\_\_\_\_, adopted  
24 findings that the actions contemplated in this ordinance are consistent, on balance, with the  
25 City’s General Plan and eight priority policies of Planning Code Section 101.1. The Board

1 adopts these findings as its own. A copy of said Resolution is on file with the Clerk of the  
2 Board of Supervisors in File No. \_\_\_\_\_, and is incorporated herein by reference.

3 (c) Pursuant to Planning Code Section 302, this Board finds that this ordinance will  
4 serve the public necessity, convenience, and welfare for the reasons set forth in Planning  
5 Commission Resolution No. \_\_\_\_\_ and the Board incorporates such reasons herein by  
6 reference. A copy of said Resolution is on file with the Clerk of the Board of Supervisors in  
7 File No. \_\_\_\_\_.

8  
9 Section 2. The Planning Code is hereby amended by revising Sections 723 and 726,  
10 to read as follows:

11 **SEC. 723. POLK STREET NEIGHBORHOOD COMMERCIAL DISTRICT.**

12 \* \* \* \*

13 (b) Controls.

14 \* \* \* \*

15 (5) Neighborhood Commercial Design Guidelines. The construction of new buildings  
16 and alteration of existing buildings in the Polk Street NCDistrict shall be consistent with the design  
17 policies and guidelines of the General Plan and with the "Polk / Pacific Special Area Design  
18 Guidelines" as adopted by the Planning Commission. The Planning Director may require  
19 modifications to the exterior of a proposed new building or proposed alteration of an existing  
20 residential building in order to bring it into conformity with the " Polk / Pacific Special Area Design  
21 Guidelines" and with the General Plan. These modifications may include, but are not limited to,  
22 changes in siting, building envelope, scale texture and detailing, openings, and landscaping.

23 //

24 //

25 //



1 Table 723. POLK STREET NEIGHBORHOOD COMMERCIAL DISTRICT  
 2 ZONING CONTROL TABLE

Polk Street NCD		
Zoning Category	§ References	Controls
<b>BUILDING STANDARDS</b>		
* * * *		
Miscellaneous		
* * *	* * * *	* * * *
*		
Design Guidelines	General Plan Commerce and Industry Element <i>and the Polk/Pacific Special Area Design Guidelines</i>	Subject to the Urban Design Guidelines <i>and the Polk/Pacific Special Area Design Guidelines</i>

15 \* \* \* \*

16 **SEC. 726. PACIFIC AVENUE NEIGHBORHOOD COMMERCIAL DISTRICT.**

17 \* \* \* \*

18 (b) Controls.

19 \* \* \* \*

20 *(4) Neighborhood Commercial Design Guidelines. The construction of new buildings*  
 21 *and alteration of existing buildings in the Pacific Avenue Neighborhood Commercial District shall be*  
 22 *consistent with the design policies and guidelines of the General Plan and with the "Polk/Pacific*  
 23 *Special Area Design Guidelines" as adopted by the Planning Commission. The Planning Director may*  
 24 *require modifications to the exterior of a proposed new building or proposed alteration of an existing*  
 25 *residential building in order to bring it into conformity with the " Polk/Pacific Special Area Design*

1 Guidelines" and with the General Plan. These modifications may include, but are not limited to,  
 2 changes in siting, building envelope, scale texture and detailing, openings, and landscaping.

3 Table 726. PACIFIC AVENUE NEIGHBORHOOD COMMERCIAL DISTRICT  
 4 ZONING CONTROL TABLE

		Pacific Avenue NCD
Zoning Category	§ References	Controls
<b>BUILDING STANDARDS</b>		
* * * *		
Miscellaneous		
* * *	* * * *	* * * *
*		
Design Guidelines	General Plan Commerce and Industry Element <u>and the Polk/Pacific Special Area Design Guidelines</u>	Subject to the Urban Design Guidelines <u>and the Polk/Pacific Special Area Design Guidelines</u>

16 \* \* \* \*

17  
 18 Section 3. Effective Date. This ordinance shall become effective 30 days after  
 19 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the  
 20 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board  
 21 of Supervisors overrides the Mayor's veto of the ordinance.

22  
 23 Section 4. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors  
 24 intends to amend only those words, phrases, paragraphs, subsections, sections, articles,  
 25 numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal

1 Code that are explicitly shown in this ordinance as additions, deletions, Board amendment  
2 additions, and Board amendment deletions in accordance with the "Note" that appears under  
3 the official title of the ordinance.

4  
5 APPROVED AS TO FORM:  
6 DENNIS J. HERRERA, City Attorney

7 By: \_\_\_\_\_  
8 KATE H. STACY  
9 Deputy City Attorney

10 n:\landuse\kstacy\planning legislation\pacific polk design guidelines ordinance.docx  
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Member, Board of Supervisors  
District 3



City and County of San Francisco

**AARON PESKIN**  
佩斯金 市參事

OB  
Leg Dep  
Leg Clerk  
LU Clerk

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2019 JUL 17 PM 4:35  
AK

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DATE: July 17, 2019

TO: Angela Calvillo  
Clerk of the Board of Supervisors

FROM: Supervisor Aaron Peskin, Chair, Land Use and Transportation Committee

RE: Land Use and Transportation Committee  
COMMITTEE REPORTS

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Pursuant to Board Rule 4.20, as Chair of the Land Use and Transportation Committee, I have deemed the following matters are of an urgent nature and request they be considered by the full Board on Tuesday, July 23, 2019, as Committee Reports:

**190754 Mission Bay South - Storm Water Pump Station No. 5 Public Infrastructure Improvements**

Ordinance accepting the irrevocable offer of public infrastructure improvements associated with Mission Bay South Storm Water Pump Station No. 5, including acquisition facilities located on and under portions of State Trust Parcel 5, adjacent to Terry Francois Boulevard and 16th Street; accepting said facilities for City maintenance and liability purposes, subject to specified limitations; approving an easement agreement for the Pump Station control room; adopting findings under the California Environmental Quality Act; making findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1, and the Mission Bay South Redevelopment Plan; adopting a Public Works Order; and authorizing official acts, as defined herein, in connection with this Ordinance.

**190755 Mission Bay South - Parks P2 Parking Lot, P11-11A, P23, and P24 Acceptance**

Ordinance dedicating Park P2 Parking Lot (a portion of Assessor's Parcel Block No. 8710, Lot No. 2, adjacent to Channel Street), Park P11-11A (east of Mission Bay Drive and Circle), and Parks P23 and P24 (adjacent to Terry Francois Boulevard between 16th Street and Illinois Street), as open public right-of-way in Mission Bay South; accepting an irrevocable offer for the acquisition facilities that comprise the Park improvements; designating said facilities for public open space and park purposes only; accepting the Parks for City maintenance and liability purposes, subject to specified limitations; amending Ordinance No. 1061 entitled "Regulating the Width of Sidewalks" to establish a new official sidewalk width on the north side of Channel Street adjacent to Park P2 Parking Lot; adopting findings under the California Environmental Quality Act; making findings of consistency with the General Plan, the eight priority policies of Planning Code, Section 101.1, and the Mission Bay South Redevelopment Plan; adopting a Public Works Order that recommends acceptance of the abovementioned Parks and related actions; and authorizing official acts, as defined herein, in connection with this Ordinance.

# COMMITTEE REPORT MEMORANDUM

## Land Use and Transportation Committee

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**190661**

### **Planning Code - Permitting Polk/Pacific Special Area Design Guidelines**

Ordinance amending the Planning Code to reference the Polk/Pacific Special Area Design Guidelines; affirming the Planning Department's determination under the California Environmental Quality Act; adopting findings of public necessity, convenience, and welfare under Planning Code, Section 302; and making findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1.

**180777**

### **Planning Code - Conditional Use Authorization Required for Employee Cafeterias within Office Space**

Ordinance amending the Planning Code to require a Conditional Use authorization for Employee Cafeterias, as defined, within Office space, except for existing Employee Cafeterias; affirming the Planning Department's determination under the California Environmental Quality Act; making findings of consistency with the General Plan and the eight priority policies of Planning Code, Section 101.1; and adopting findings of public necessity, convenience, and welfare under Planning Code, Section 302.

**190165**

### **Planning Code - Legitimization Program for Non-Residential Uses at 3150-18th Street**

Ordinance amending the Planning Code to establish a legitimization program for certain non-residential uses at 3150-18th Street (Assessor's Parcel Block No. 3573, Lot No. 106); affirming the Planning Department's determination under the California Environmental Quality Act; and making findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1, and findings of public necessity, convenience, and welfare under Planning Code, Section 302.

These matters will be heard in the Land Use and Transportation Committee at a Regular Meeting on Monday, July 22, 2019, at 1:30 p.m.

Print Form

# Introduction Form

By a Member of the Board of Supervisors or Mayor

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

2019 JUN -4 PM 4:13  
Time stamp  
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning : "Supervisor [ ] inquiries"
- 5. City Attorney Request.
- 6. Call File No. [ ] from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No. [ ]
- 9. Reactivate File No. [ ]
- 10. Topic submitted for Mayoral Appearance before the BOS on [ ]

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

**Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.**

Sponsor(s):

Peskin

Subject:

[Planning Code – Permitting Polk/Pacific Special Area Design Guidelines]

The text is listed:

Ordinance amending the Planning Code to reference the Polk/Pacific Special Area Design Guidelines; affirming the Planning Department’s determination under the California Environmental Quality Act; adopting findings of public necessity, convenience, and welfare under Planning Code, Section 302; and making findings of consistency with the General Plan and the eight priority policies of Planning Code Section 101.1.

Signature of Sponsoring Supervisor:



For Clerk's Use Only