

File No. 190812 Committee Item No. 2  
Board Item No. \_\_\_\_\_

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

Committee: Land Use and Transportation Committee Date September 9, 2019

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

Cmte Board

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| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Budget and Legislative Analyst Report        |
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| <input type="checkbox"/>            | <input type="checkbox"/> | Introduction Form                            |
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**OTHER** (Use back side if additional space is needed)

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Completed by: Erica Major Date September 5, 2019  
Completed by: Erica Major Date \_\_\_\_\_

1 [Planning Code - Allowing Long-Term Parking of and Overnight Camping in Vehicles and  
2 Ancillary Uses at 2340 San Jose Avenue]

3 **Ordinance amending the Planning Code to allow temporary long-term parking of and**  
4 **overnight camping in vehicles, and ancillary uses including administrative offices,**  
5 **restrooms, showering or bathing facilities, kitchen or other food preparation facilities,**  
6 **and eating areas at 2340 San Jose Avenue, Assessor's Parcel Block No. 6973, Lot No.**  
7 **039, subject to compliance with all other Municipal Code requirements, including but**  
8 **not limited to requirements of the Overnight Safe Parking Pilot Program; affirming the**  
9 **Planning Department's determination under the California Environmental Quality Act;**  
10 **making findings of consistency with the General Plan, and the eight priority policies of**  
11 **Planning Code, Section 101.1; and making findings of public necessity, convenience,**  
12 **and welfare under Planning Code, Section 302.**

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

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

21 Section 1. Environmental and Land Use Findings.

22 (a) The Planning Department has determined that the actions contemplated in this  
23 ordinance comply with the California Environmental Quality Act (California Public Resources  
24 Code Sections 21000 et seq.). Said determination is on file with the Clerk of the Board of  
25 Supervisors in File No. 190812 and is incorporated herein by reference. The Board affirms  
this determination.

1 (b) On August 29, 2019, the Planning Commission, in Resolution No. 20507, adopted  
2 findings that the actions contemplated in this ordinance are consistent, on balance, with the  
3 City's General Plan and eight priority policies of Planning Code Section 101.1. The Board  
4 adopts these findings as its own. A copy of said Resolution is on file with the Clerk of the  
5 Board of Supervisors in File No. 190812, and is incorporated herein by reference.

6 (c) Pursuant to Planning Code Section 302, this Board finds that these Planning Code  
7 amendments will serve the public necessity, convenience, and welfare for the reasons set  
8 forth in Planning Commission Resolution No. 20507 and the Board incorporates such reasons  
9 herein by reference. A copy of Planning Commission Resolution No. 20507 is on file with the  
10 Clerk of the Board of Supervisors in File No. 190812.

11  
12 Section 2. Factual Findings.

13 (a) On May 10, 2019, the City enacted Ordinance No. 82-19, creating the Safe  
14 Overnight Parking Pilot Program to provide eligible vehicularly homeless persons a place to  
15 park and sleep in their vehicles overnight, case management, and other services, to address  
16 the increasing numbers of individuals residing in their vehicles.

17 (b) The 2019 San Francisco Homeless Point-in-Time Count and Survey estimates that  
18 approximately 578 vehicles, including passenger vehicles, recreational vehicles ("RVs") and  
19 vans, appear to be inhabited. According to housing rights advocates, these estimates are  
20 conservative, and the actual number of people living temporarily or permanently in their  
21 vehicles is much higher. The population of vehicularly homeless persons is diverse and  
22 vulnerable, and includes families with children, young people, immigrants, the physically and  
23 mentally disabled, seniors, veterans, the employed, and the underemployed.

24 (c) The Board of Supervisors finds that 2340 San Jose Avenue, Assessor's Block  
25 6973, Lot 039, which is currently used as a parking lot, is a suitable site for implementation of

1 the Safe Overnight Parking Pilot Program on a temporary basis, until the site is used for  
2 construction of affordable housing. The Mayor's Office of Housing and Community  
3 Development anticipates that construction of affordable housing on the site will begin in Fall  
4 2020.

5  
6 Section 3. The Planning Code is hereby amended by revising Section 205.2, to read  
7 as follows:

8 **SEC. 205.2. TEMPORARY USES: ONE- OR TWO-YEAR LIMIT.**

9 A temporary use may be authorized for a period not to exceed two years for any of the  
10 following uses:

11 \* \* \* \*

12 (f) On Assessor's Block 6973, Lot 039, long-term parking of and overnight camping in vehicles,  
13 and ancillary uses in portable, temporary structures including administrative offices, restrooms,  
14 showering or bathing facilities, kitchen or other food preparation facilities, and eating areas, may be  
15 permitted, subject to compliance with all other Municipal Code requirements, including but not limited  
16 to the Overnight Safe Parking Pilot Program, Administrative Code Chapter 119, Article I.

17  
18 Section 4. 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 5. 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

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

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

By:   
VICTORIA WONG  
Deputy City Attorney

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## LEGISLATIVE DIGEST

[Planning Code - Allowing Long-Term Parking of and Overnight Camping in Vehicles and Ancillary Uses at 2340 San Jose Avenue]

**Ordinance amending the Planning Code to allow temporary long-term parking of and overnight camping in vehicles, and ancillary uses including administrative offices, restrooms, showering or bathing facilities, kitchen or other food preparation facilities, and eating areas at 2340 San Jose Avenue, Assessor's Parcel Block No. 6973, Lot No. 039, subject to compliance with all other Municipal Code requirements, including but not limited to requirements of the Overnight Safe Parking Pilot Program; 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 making findings of public necessity, convenience, and welfare under Planning Code, Section 302.**

### Existing Law

Currently, 2340 San Jose Avenue, Assessor's Parcel Block No. 6973, Lot No. 039 is zoned NCT-2 (Planning Code Sec. 751). Temporary use for long-term parking of and overnight camping in vehicles is not currently permitted at this location.

### Amendments to Current Law

This ordinance would amend Section 205.2 of the Planning Code to allow the following temporary use for up to two years at 2340 San Jose Avenue, Assessor's Parcel Block No. 6973, Lot No. 039: long-term parking of and overnight camping in vehicles, and ancillary uses in portable, temporary structures including administrative offices, restrooms, showering or bathing facilities, kitchen or other food preparation facilities, and eating areas, subject to compliance with all other Municipal Code requirements, including but not limited to the Overnight Safe Parking Pilot Program, Administrative Code Chapter 119, Article I.

### Background Information

The Mayor's Office of Housing and Community Development plans to construct an affordable housing project at 2340 San Jose Avenue, Assessor's Parcel Block No. 6973, Lot No. 039, starting in Fall 2020.



# SAN FRANCISCO PLANNING DEPARTMENT

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September 5, 2019

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

**Re: Transmittal of Planning Department Case Number 2019-014759PCA:  
Allowing Long Term Parking of and Overnight Camping in Vehicles and  
Ancillary Uses at 2340 San Jose  
Board File No. 190812  
Planning Commission Recommendation: Approval with Modification**

Dear Ms. Calvillo and Supervisor Safai,

On August 29, 2019, the Planning Commission conducted a duly noticed public hearing at a regularly scheduled meeting to consider the proposed Ordinance, introduced by Supervisor Safai that would allow long term parking and overnight camping in vehicles and ancillary uses at 2340 San Jose Avenue. At the hearing the Planning Commission recommended approval with modification.

The Commission's proposed modifications were as follows:

- Recommending that at the June 2020 report to the Board of Supervisors regarding the Overnight Safe Parking Program that the Ordinance be considered for amendment. Amendments should facilitate the establishment of new sites across the City. This can be done by amending the TUA process by eliminating its site specificity or utilizing the Temporary Homeless Shelter Provisions during Shelter Crisis Ordinance that provides for approval procedures applicable across the City

The proposed amendments have been determined to be categorically exempt from environmental review under the California Environmental Quality Act Guidelines Class 3 and 6 Exemptions.

Supervisor, please advise the City Attorney at your earliest convenience if you wish to incorporate the changes recommended by the Commission.

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

Reception:  
**415.558.6378**

Fax:  
**415.558.6409**

Planning  
Information:  
**415.558.6377**

Please find attached documents relating to the actions of the Commission. If you have any questions or require further information please do not hesitate to contact me.

Sincerely,



Aaron D. Starr  
Manager of Legislative Affairs

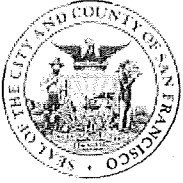
cc:

Victoria Wong, Deputy City Attorney  
Monica Chinchilla, Aide to Supervisor Safai  
Erica Major, Office of the Clerk of the Board

Attachments:

Planning Commission Resolution  
Planning Department Executive Summary





# SAN FRANCISCO PLANNING DEPARTMENT

## Planning Commission Resolution No. 20507 HEARING DATE AUGUST 29, 2019

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San Francisco,  
CA 94103-2479

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Planning  
Information:  
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*Project Name:* **Allowing Long Term Parking of and Overnight Camping in Vehicles and Ancillary Uses at 2340 San Jose Avenue**  
*Case Number:* **2019-014759PCA [Board File No. 190812]**  
*Initiated by:* **Supervisor Safai/ Introduced July 23, 2019**  
*Staff Contact:* **Diego Sanchez, Legislative Affairs**  
**diego.sanchez@sfgov.org, 415-575-9082**  
*Reviewed by:* **Aaron D Starr, Manager of Legislative Affairs**  
**aaron.starr@sfgov.org, 415-558-6362**

RESOLUTION APPROVING A PROPOSED ORDINANCE THAT WOULD AMEND THE PLANNING CODE TO ALLOW TEMPORARY LONG-TERM PARKING OF AND OVERNIGHT CAMPING IN VEHICLES, AND ANCILLARY USES INCLUDING ADMINISTRATIVE OFFICES, RESTROOMS, SHOWERING OR BATHING FACILITIES, KITCHEN OR OTHER FOOD PREPARATION FACILITIES, AND EATING AREAS AT 2340 SAN JOSE AVENUE, ASSESSOR'S PARCEL BLOCK NO. 6973, LOT NO. 039, SUBJECT TO COMPLIANCE WITH ALL OTHER MUNICIPAL CODE REQUIREMENTS, INCLUDING BUT NOT LIMITED TO REQUIREMENTS OF THE OVERNIGHT SAFE PARKING PILOT PROGRAM; 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 July 23, 2019 Supervisor Safai introduced a proposed Ordinance under Board of Supervisors (hereinafter "Board") File Number 190812, which would amend the planning code to allow temporary long-term parking of and overnight camping in vehicles, and ancillary uses including administrative offices, restrooms, showering or bathing facilities, kitchen or other food preparation facilities, and eating areas at 2340 San Jose Avenue, Assessor's Parcel Block No. 6973, Lot No. 039, subject to compliance with all other municipal code requirements, including but not limited to requirements of the Overnight Safe Parking Pilot Program;

WHEREAS, The Planning Commission (hereinafter "Commission") conducted a duly noticed public hearing at a regularly scheduled meeting to consider the proposed Ordinance on August 29, 2019; and,

WHEREAS, the proposed Ordinance has been determined to be categorically exempt from environmental review under the California Environmental Quality Act Guidelines Class 3 and 6 Exemptions; 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 with modifications** the proposed ordinance. Modifications include:

Recommending that at the June 2020 report to the Board of Supervisors regarding the Overnight Safe Parking Program that the Ordinance be considered for amendment. Amendments should facilitate the establishment of new sites across the City. This can be done by amending the TUA process by eliminating its site specificity or utilizing the Temporary Homeless Shelter Provisions during Shelter Crisis Ordinance that provides for approval procedures applicable across the City.

## 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. Given the persistent and escalating homelessness crisis, it is crucial that the City find ways to connect individuals to housing and social services.
2. Creating a Planning Department authorization to establish a location for the vehicularly homeless to safely reside is an important strategy for making those connections. Such authorization should be amended so that the creation of future Safe Overnight Parking locations does not require a new legislative process for each location.
3. **General Plan Compliance.** The proposed Ordinance and the Commission's recommended modification is consistent with the following Objectives and Policies of the General Plan:

## HOUSING ELEMENT

### OBJECTIVE 6

REDUCE HOMELESSNESS AND THE RISK OF HOMELESSNESS.

#### Policy 6.1

Prioritize permanent housing and service-enriched solutions while pursuing both short and long-term strategies to eliminate homelessness.

**Policy 6.4**

Improve coordination among emergency assistance efforts, existing shelter programs, and health care outreach services

*The proposed Ordinance would facilitate the establishment of a temporary location for homeless individuals to secure housing and case management services, while sheltering in their vehicles. The services offered at the temporary location will help coordinate assistance efforts among multiple service providers with the aim of finding permanent homes.*

**BALBOA PARK STATION AREA PLAN**

**OBJECTIVE 4.5**

PROVIDE INCREASED HOUSING OPPORTUNITIES AFFORDABLE TO A MIX OF HOUSEHOLDS AT VARYING INCOME LEVELS.

**Policy 4.5.1**

Give first consideration to the development of affordable housing on publicly-owned sites

*The proposed Ordinance will facilitate the development of an interim location for homeless individuals to reside in their vehicles while accessing social services on a property owned by the City and County of San Francisco.*

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 will not have an effect on neighborhood serving retail uses as it proposes to create a new type of Temporary Use Authorization to allow a pilot program for the provision of social services and a location for overnight parking of vehicles in which persons shelter.*

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 will not have a negative effect on housing or neighborhood character because the Ordinance proposes a Temporary Use Authorization for a use that is not permanent and will be replaced within 24 months.*

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

*The proposed Ordinance will not have an adverse effect on the City's supply of affordable housing because it proposes to create a new type of Temporary Use Authorization that allows the overnight parking of vehicles for the vehicularly homeless.*

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 and would potentially improve neighborhood parking as it proposes to facilitate the establishment of a location for vehicles to park overnight.*

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 because the Ordinance proposes to create a new type of Temporary Use Authorization for the provision of overnight parking and social services.*

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 as the Ordinance proposes a new type of Temporary Use Authorization.*

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 as it creates a new type of Temporary Use Authorization for use on a property that is not a landmark or has is improved with any 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 as the Ordinance proposes to create a new type of Temporary Use Authorization.*

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 No. 20507  
August 29, 2019

CASE NO.2019-014759PCA  
Allowing Long Term Parking of and Overnight Camping in Vehicles  
and Ancillary Uses at 2340 San Jose Avenue

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

I hereby certify that the foregoing Resolution was adopted by the Commission at its meeting on August 29, 2019.



Jonas P. Ionin  
Commission Secretary

AYES: Fung, Hillis, Koppel, Melgar, Moore, Richards

NOES: None

ABSENT: Johnson

ADOPTED: August 29, 2019



# SAN FRANCISCO PLANNING DEPARTMENT

## Executive Summary Planning Code Text Amendment HEARING DATE: AUGUST 29, 2019 90-DAY DEADLINE: OCTOBER 28, 2019

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Suite 400  
San Francisco,  
CA 94103-2479

Reception:  
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415.558.6409

Planning  
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415.558.6377

*Project Name:* Allowing Long Term Parking of and Overnight Camping in Vehicles and Ancillary Uses at 2340 San Jose Avenue  
*Case Number:* 2019-014759PCA [Board File No. 190812]  
*Initiated by:* Supervisor Safai / Introduced July 23, 2019  
*Staff Contact:* Diego Sanchez, Legislative Affairs  
diego.sanchez@sfgov.org, 415-575-9082  
*Reviewed by:* Aaron Starr, Manager of Legislative Affairs  
aaron.starr@sfgov.org, 415-558-6362  
*Recommendation:* Approval with Modifications

### PLANNING CODE AMENDMENT

The proposed Ordinance would amend the Planning Code to allow temporary long-term parking of and overnight camping in vehicles, and ancillary uses including administrative offices, restrooms, showering or bathing facilities, kitchen or other food preparation facilities, and eating areas, at 2340 San Jose Avenue, Assessor's Parcel Block No. 6973, Lot No. 039, subject to compliance with all other Municipal Code requirements, including but not limited to requirements of the Overnight Safe Parking Pilot Program

#### The Way It Is Now:

The long-term parking of and overnight camping in vehicles with ancillary uses in portable, temporary structures is not an allowed temporary use for any duration in the Planning Code.

#### The Way It Would Be:

The long-term parking of and overnight camping in vehicles with ancillary uses in portable, temporary structures would be an allowed temporary use for not more than two years at Assessor's Parcel Block No. 6973, Lot No. 039 (2340 San Jose Avenue).

### BACKGROUND

#### Programs for the Vehicularly Homeless Ordinance

The Safe Overnight Parking Pilot Program (Pilot Program) became effective on June 9, 2019.<sup>1</sup> The Pilot Program provides eligible vehicularly homeless persons a place to park and sleep in their vehicles

<sup>1</sup> Ordinance 82-19

<https://sfgov.legistar.com/View.ashx?M=F&ID=7223293&GUID=FF25F6C1-1866-4CCC-9616-55DB05C8EF40>

overnight, case management, and other social services. Eligible persons allowed to park their vehicle at a Safe Overnight Parking Lot are those that live in an operable vehicle, report having lived in a vehicle for at least 30 consecutive days, and that have been referred to the Safe Overnight Parking Lot by specific City or non-profit service providers. Priority is given to senior citizens, people living with chronic illness, families with children under the age of 18, and people with disabilities. Pilot Program participants can stay at a Safe Overnight Parking Lot for between 60 to 90 days.

To facilitate the Pilot Program, the Director of Real Estate must survey the City to identify appropriate lots. The survey includes both private and public property. Publicly controlled properties include those being used for other purposes but that could be converted for use as a Safe Overnight Parking Lot, such as surface parking lots.

Periodic reports to the Board of Supervisors (BOS) on the outcomes of the Overnight Safe Parking Program are also required. This includes a June 2020 report by the Controller and the Director of the Department of Homelessness and Supportive Housing on lessons learned. This June 2020 report must also provide recommendations as to how and whether the Overnight Safe Parking Program should continue.

## **ISSUES AND CONSIDERATIONS**

### **Homelessness in San Francisco**

The City's homeless population has increased since the last county-wide survey conducted in 2017. While some claim the increase is as high as 30%,<sup>2</sup> the City's 2019 Homeless Point-in-Time Count Survey indicates a 17% rise.<sup>3</sup> In either case, the growth in homelessness is significant and being felt across San Francisco.

One example is the proliferation of individuals living in Recreational Vehicles (RVs) and camper vans. As the 2019 Homeless Point-in-Time Count Survey indicates, the percentage of individuals reporting that they sleep in vehicles has been steadily increasing since 2015.<sup>4</sup> A recent news article highlights this as well, and notes that RVs and camper vans are commonly found in the southeast areas of the City.<sup>5</sup> Neighborhood outcry over safety and public health has been a consequence of the relative geographic concentration of RVs and camper vans. Another was the realization of the need to provide locations where these homeless individuals may park and access housing, health and other social services.

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<sup>2</sup> The numbers are in: SF homeless population rose 30% since 2017. Kevin Fagan July 8, 2019 San Francisco Chronicle. Accessed July 24, 2019.

<https://www.sfchronicle.com/bayarea/article/The-numbers-are-in-SF-homeless-population-rose-14080982.php>

<sup>3</sup> 2019 San Francisco Homeless Point-in-Time Count Survey, <http://hsh.sfgov.org/wp-content/uploads/FINAL-PIT-Report-2019-San-Francisco.pdf>

<sup>4</sup> 2019 San Francisco Homeless Point-in-Time Count Survey.

<sup>5</sup> Southeast neighborhoods grapple with RVs- next phase of the homeless crisis. Rachel Swan October 11, 2018. San Francisco Chronicle. Accessed July 24, 2019

<https://www.sfchronicle.com/bayarea/article/Southeast-neighborhoods-grapple-with-RVs-next-13297778.php>

**2340 San Jose Avenue**

The property at 2340 San Jose Avenue is owned by the City. It is near the Balboa BART station, MUNI's Cameron Beach Yard and the Geneva Car Barn and Powerhouse. The property is currently used as a surface parking lot, making it an ideal candidate for conversion to another, more needed use. In fact, the property is slated to become approximately 120 units of permanently affordable housing, with a ground breaking in the next 12 to 24 months. This timeframe prompts the use of the site as an interim use.

**Temporary Use Authorizations**

A Temporary Use Authorization (TUA) allows specific land uses for limited periods of time on properties where they may not otherwise be allowed.<sup>6</sup> The temporary authorizations range from 24 hour to 24-month durations, with certain allowances for limited re-authorizations. TUAs can be secured across the City, are not site specific, and allow the same land use on multiple properties. For example, during October different parcels across the City are used as pumpkin patches in anticipation of Halloween. In this way the existing TUA mechanism is sufficiently flexible to address the temporary use of different properties for specific uses, year after year, without requiring a separate legislative process for each individual site.

**Temporary Homeless Shelter Provisions during Shelter Crisis Ordinance**

The Temporary Homeless Shelter Provisions during Shelter Crisis Ordinance became effective in May 2019.<sup>7</sup> This Ordinance created an alternative, streamlined permitting process for homeless shelters across the City during a declared shelter crisis. It also provided an expedited appeal process. The procedural pathways this Ordinance created are one way to expeditiously establish new shelters for individuals or households enduring homelessness without the need for new legislation for each new location. Currently, it does not afford these procedural pathways for sites serving the vehicularly homeless but could through amendment.

**General Plan Compliance**

By facilitating the establishment of an interim location for homeless individuals residing in vehicles to safely park and access social services, the proposed Ordinance aligns with the relevant General Plan policies in the Housing Element and the Balboa Park Station Area Plan. Those policies include ones directing the coordination of shelter programs and health care outreach services, the provision of service enriched housing options and the prioritization of affordable housing on publicly-owned sites.

**Racial and Social Equity Analysis**

The 2019 San Francisco Homeless Point-in-Time Count Survey found that Hispanic/Latinx, Black or African American, and Multiracial respondents were homeless at rates higher than their corresponding ratio of the City's general population. Further, the survey of persons living in vehicles also showed that Hispanic/Latinx and Black or African American respondents disproportionately comprise that

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<sup>6</sup> Planning Code Section 205, Temporary Uses, General

<sup>7</sup> Ordinance 60-19

<https://sfgov.legistar.com/LegislationDetail.aspx?ID=3839605&GUID=6BFE5E8C-CD-47E7-AAEE-2FAC9BE3B2D6&Options=ID|Text|&Search=60-19>



population.<sup>8</sup> While this is an unfortunate situation, it also means that resources aimed at the homeless, including the vehicularly homeless, are also likely to be secured by these groups at disproportionate rates. This targeting of resources can therefore help improve racial and social equity in San Francisco.

### Implementation

The Department has determined that this Ordinance will impact our current implementation procedures by requiring a revision to the TUA application. The proposed changes can be implemented without increasing permit costs or review time.

### RECOMMENDATION

The Department recommends that the Commission *approve with modifications* the proposed Ordinance and adopt the attached Draft Resolution to that effect. The Department's proposed recommendations are as follows:

1. **Expand the Program.** For the June 2020 report back to the BOS, recommend that the Ordinance be amended to apply to more than one site, therefore eliminating the need for subsequent legislation for future Overnight Safe Parking Lots.

### BASIS FOR RECOMMENDATION

Given the escalating homelessness crisis, the Department supports the proposed Ordinance and its ultimate intention of connecting individuals to housing and social services. Creating a process to establish a location for the vehicularly homeless to safely reside is an important strategy for making those connections. However, the Department believes that a different permitting process is needed to efficiently continue this effort into the future.

**Recommendation 1: Expand the Program.** Because of its site specificity, the TUA in the proposed Ordinance can only be used at one location. It is highly doubtful that the vehicularly homeless crisis will be resolved in a 24-month time frame utilizing only one site. More time and future sites will be required. Staff recommends amending the Ordinance to facilitate the establishment of future Overnight Parking Lots and avoid a new legislative process for each subsequent Overnight Parking Lot. This can be done by amending the TUA process by eliminating its site specificity or utilizing the Temporary Homeless Shelter Provisions during Shelter Crisis Ordinance that provides for approval procedures applicable across the City. This amendment should be recommended as part of the June 2020 report back to the BOS regarding the Overnight Safe Parking Program.

### 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 Categorical Exempt under CEQA Guidelines Class 3 and 6 Exemptions.

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<sup>8</sup> Caplan, Valerie, Department of Homelessness and Supportive Housing "2019 SF Homeless." Message to Diego Sánchez. 30 July 2019. E-mail.

**Executive Summary**

**CASE NO. 2019-014759PCA**

**Hearing Date: August 29, 2019 Allowing Long Term Parking of and Overnight Camping in Vehicles  
And Ancillary Uses at 2340 San Jose Avenue**

**PUBLIC COMMENT**

As of the date of this report, the Planning Department has not received any public comment regarding the proposed Ordinance.

**Attachments:**

Exhibit A: Draft Planning Commission Resolution

Exhibit B: Board of Supervisors File No. 190812



# SAN FRANCISCO PLANNING DEPARTMENT

## CEQA Categorical Exemption Determination

### PROPERTY INFORMATION/PROJECT DESCRIPTION

<b>Project Address</b>		<b>Block/Lot(s)</b>
BOS: File No. 190812		6973039
<b>Case No.</b>		<b>Permit No.</b>
2019-015470ENV		
<input checked="" type="checkbox"/> <b>Addition/ Alteration</b>	<input type="checkbox"/> <b>Demolition (requires HRE for Category B Building)</b>	<input checked="" type="checkbox"/> <b>New Construction</b>
<p><b>Project description for Planning Department approval.</b></p> <p>BOS: File No. 190812 - Ordinance amending the Planning Code to allow temporary long-term parking of and overnight camping in vehicles, and ancillary uses including administrative offices, restrooms, showering or bathing facilities, kitchen or other food preparation facilities, and eating areas at 2340 San Jose Avenue, Assessor's Parcel Block No. 6973, Lot No. 039, subject to compliance with all other Municipal Code requirements, including but not limited to requirements of the Overnight Safe Parking Pilot Program. The project site is 30,750 square feet in size and is an existing SFMTA parking lot adjacent to the Balboa Park BART station.</p>		

### STEP 1: EXEMPTION CLASS

<b>The project has been determined to be categorically exempt under the California Environmental Quality Act (CEQA).</b>	
<input type="checkbox"/>	<b>Class 1 - Existing Facilities.</b> Interior and exterior alterations; additions under 10,000 sq. ft.
<input checked="" type="checkbox"/>	<b>Class 3 - New Construction.</b> Up to three new single-family residences or six dwelling units in one building; commercial/office structures; utility extensions; change of use under 10,000 sq. ft. if principally permitted or with a CU.
<input type="checkbox"/>	<p><b>Class 32 - In-Fill Development.</b> New Construction of seven or more units or additions greater than 10,000 sq. ft. and meets the conditions described below:</p> <p>(a) The project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations.</p> <p>(b) The proposed development occurs within city limits on a project site of no more than 5 acres substantially surrounded by urban uses.</p> <p>(c) The project site has no value as habitat for endangered rare or threatened species.</p> <p>(d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.</p> <p>(e) The site can be adequately served by all required utilities and public services.</p> <p><b>FOR ENVIRONMENTAL PLANNING USE ONLY</b></p>
<input checked="" type="checkbox"/>	<p><b>Class</b> _____</p> <p><b>Class 6 - Information Collection -</b> basic data collection, experimental management and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource.</p>

**STEP 2: CEQA IMPACTS**

**TO BE COMPLETED BY PROJECT PLANNER**

<input type="checkbox"/>	<p><b>Air Quality:</b> Would the project add new sensitive receptors (specifically, schools, day care facilities, hospitals, residential dwellings, and senior-care facilities within an Air Pollution Exposure Zone? Does the project have the potential to emit substantial pollutant concentrations (e.g., backup diesel generators, heavy industry, diesel trucks, etc.)? (refer to EP_ArcMap &gt; CEQA Catex Determination Layers &gt; Air Pollution Exposure Zone)</p>
<input type="checkbox"/>	<p><b>Hazardous Materials:</b> If the project site is located on the Maher map or is suspected of containing hazardous materials (based on a previous use such as gas station, auto repair, dry cleaners, or heavy manufacturing, or a site with underground storage tanks): Would the project involve 50 cubic yards or more of soil disturbance - or a change of use from industrial to residential?</p> <p><i>if the applicant presents documentation of enrollment in the San Francisco Department of Public Health (DPH) Maher program, a DPH waiver from the Maher program, or other documentation from Environmental Planning staff that hazardous material effects would be less than significant (refer to EP_ArcMap &gt; Maher layer).</i></p>
<input type="checkbox"/>	<p><b>Transportation:</b> Does the project involve a child care facility or school with 30 or more students, or a location 1,500 sq. ft. or greater? Does the project have the potential to adversely affect transit, pedestrian and/or bicycle safety (hazards) or the adequacy of nearby transit, pedestrian and/or bicycle facilities?</p>
<input type="checkbox"/>	<p><b>Archeological Resources:</b> Would the project result in soil disturbance/modification greater than two (2) feet below grade in an archeological sensitive area or eight (8) feet in a non -archeological sensitive area? If yes, archeo review is required (refer to EP_ArcMap &gt; CEQA Catex Determination Layers &gt; Archeological Sensitive Area)</p>
<input type="checkbox"/>	<p><b>Subdivision/Lot Line Adjustment:</b> Does the project site involve a subdivision or lot line adjustment on a lot with a slope average of 20% or more? (refer to EP_ArcMap &gt; CEQA Catex Determination Layers &gt; Topography). If yes, Environmental Planning must issue the exemption.</p>
<input type="checkbox"/>	<p><b>Slope = or &gt; 25%:</b> Does the project involve any of the following: (1) square footage expansion greater than 500 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? (refer to EP_ArcMap &gt; CEQA Catex Determination Layers &gt; Topography) <b>If box is checked, a geotechnical report is required and Environmental Planning must issue the exemption.</b></p>
<input type="checkbox"/>	<p><b>Seismic: Landslide Zone:</b> Does the project involve any of the following: (1) square footage expansion greater than 500 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? (refer to EP_ArcMap &gt; CEQA Catex Determination Layers &gt; Seismic Hazard Zones) <b>If box is checked, a geotechnical report is required and Environmental Planning must issue the exemption.</b></p>
<input type="checkbox"/>	<p><b>Seismic: Liquefaction Zone:</b> Does the project involve any of the following: (1) square footage expansion greater than 500 sq. ft. outside of the existing building footprint, (2) excavation of 50 cubic yards or more of soil, (3) new construction? (refer to EP_ArcMap &gt; CEQA Catex Determination Layers &gt; Seismic Hazard Zones) <b>If box is checked, a geotechnical report will likely be required and Environmental Planning must issue the exemption.</b></p>
<p><b>Comments and Planner Signature (optional):</b> Joy Navarrete</p> <p>Class 3 (Continued)- construction and location of limited numbers of new, small facilities or structures not exceeding 10,000 sf.</p> <p>No excavation or permanent structures on an existing parking lot. The use will be temporary until the approved affordable housing project begins construction (Case No. 2017-012151PRJ)</p>	

### STEP 3: PROPERTY STATUS - HISTORIC RESOURCE

TO BE COMPLETED BY PROJECT PLANNER

PROPERTY IS ONE OF THE FOLLOWING: (refer to Property Information Map)	
<input type="checkbox"/>	Category A: Known Historical Resource. <b>GO TO STEP 5.</b>
<input type="checkbox"/>	Category B: Potential Historical Resource (over 45 years of age). <b>GO TO STEP 4.</b>
<input checked="" type="checkbox"/>	Category C: Not a Historical Resource or Not Age Eligible (under 45 years of age). <b>GO TO STEP 6.</b>

### STEP 4: PROPOSED WORK CHECKLIST

TO BE COMPLETED BY PROJECT PLANNER

Check all that apply to the project.	
<input type="checkbox"/>	1. <b>Change of use and new construction.</b> Tenant improvements not included.
<input type="checkbox"/>	2. <b>Regular maintenance or repair</b> to correct or repair deterioration, decay, or damage to building.
<input type="checkbox"/>	3. <b>Window replacement</b> that meets the Department's <i>Window Replacement Standards</i> . Does not include storefront window alterations.
<input type="checkbox"/>	4. <b>Garage work.</b> A new opening that meets the <i>Guidelines for Adding Garages and Curb Cuts</i> , and/or replacement of a garage door in an existing opening that meets the Residential Design Guidelines.
<input type="checkbox"/>	5. <b>Deck, terrace construction, or fences</b> not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	6. <b>Mechanical equipment installation</b> that is not visible from any immediately adjacent public right-of-way.
<input type="checkbox"/>	7. <b>Dormer installation</b> that meets the requirements for exemption from public notification under <i>Zoning Administrator Bulletin No. 3: Dormer Windows</i> .
<input type="checkbox"/>	8. <b>Addition(s)</b> that are not visible from any immediately adjacent public right-of-way for 150 feet in each direction; does not extend vertically beyond the floor level of the top story of the structure or is only a single story in height; does not have a footprint that is more than 50% larger than that of the original building; and does not cause the removal of architectural significant roofing features.
<b>Note: Project Planner must check box below before proceeding.</b>	
<input type="checkbox"/>	Project is not listed. <b>GO TO STEP 5.</b>
<input type="checkbox"/>	Project <b>does not conform</b> to the scopes of work. <b>GO TO STEP 5.</b>
<input type="checkbox"/>	Project involves <b>four or more</b> work descriptions. <b>GO TO STEP 5.</b>
<input type="checkbox"/>	Project involves <b>less than four</b> work descriptions. <b>GO TO STEP 6.</b>

### STEP 5: CEQA IMPACTS - ADVANCED HISTORICAL REVIEW

TO BE COMPLETED BY PROJECT PLANNER

Check all that apply to the project.	
<input type="checkbox"/>	1. Project involves a <b>known historical resource (CEQA Category A)</b> as determined by Step 3 and conforms entirely to proposed work checklist in Step 4.
<input type="checkbox"/>	2. <b>Interior alterations to publicly accessible spaces.</b>
<input type="checkbox"/>	3. <b>Window replacement</b> of original/historic windows that are not "in-kind" but are consistent with existing historic character.
<input type="checkbox"/>	4. <b>Façade/storefront alterations</b> that do not remove, alter, or obscure character-defining features.
<input type="checkbox"/>	5. <b>Raising the building</b> in a manner that does not remove, alter, or obscure character-defining features.
<input type="checkbox"/>	6. <b>Restoration</b> based upon documented evidence of a building's historic condition, such as historic photographs, plans, physical evidence, or similar buildings.

<input type="checkbox"/>	7. <b>Addition(s)</b> , including mechanical equipment that are minimally visible from a public right-of-way and meet the <i>Secretary of the Interior's Standards for Rehabilitation</i> .
<input type="checkbox"/>	8. <b>Other work consistent</b> with the <i>Secretary of the Interior Standards for the Treatment of Historic Properties</i> (specify or add comments):
<input type="checkbox"/>	9. <b>Other work</b> that would not materially impair a historic district (specify or add comments):  (Requires approval by Senior Preservation Planner/Preservation Coordinator)
<input type="checkbox"/>	10. <b>Reclassification of property status.</b> (Requires approval by Senior Preservation Planner/Preservation <input type="checkbox"/> Reclassify to Category A a. Per HRER or PTR dated <input type="checkbox"/> Reclassify to Category C (attach HRER or PTR) b. Other (specify):
<b>Note: If ANY box in STEP 5 above is checked, a Preservation Planner MUST sign below.</b>	
<input type="checkbox"/>	<b>Project can proceed with categorical exemption review.</b> The project has been reviewed by the Preservation Planner and can proceed with categorical exemption review. <b>GO TO STEP 6.</b>
Comments (optional):	
Preservation Planner Signature:	

**STEP 6: CATEGORICAL EXEMPTION DETERMINATION**  
**TO BE COMPLETED BY PROJECT PLANNER**

<input checked="" type="checkbox"/>	<b>No further environmental review is required. The project is categorically exempt under CEQA. There are no unusual circumstances that would result in a reasonable possibility of a significant effect.</b>	
	<b>Project Approval Action:</b> Planning Commission Hearing	<b>Signature:</b> Joy Navarrete
	If Discretionary Review before the Planning Commission is requested, the Discretionary Review hearing is the Approval Action for the project.	08/22/2019
	Once signed or stamped and dated, this document constitutes a categorical exemption pursuant to CEQA Guidelines and Chapter 31 of the Administrative Code. In accordance with Chapter 31 of the San Francisco Administrative Code, an appeal of an exemption determination can only be filed within 30 days of the project receiving the approval action. Please note that other approval actions may be required for the project. Please contact the assigned planner for these approvals.	

**STEP 7: MODIFICATION OF A CEQA EXEMPT PROJECT**

**TO BE COMPLETED BY PROJECT PLANNER**

In accordance with Chapter 31 of the San Francisco Administrative Code, when a California Environmental Quality Act (CEQA) exempt project changes after the Approval Action and requires a subsequent approval, the Environmental Review Officer (or his or her designee) must determine whether the proposed change constitutes a substantial modification of that project. This checklist shall be used to determine whether the proposed changes to the approved project would constitute a "substantial modification" and, therefore, be subject to additional environmental review pursuant to CEQA.

**PROPERTY INFORMATION/PROJECT DESCRIPTION**

Project Address (If different than front page)		Block/Lot(s) (If different than front page)
BOS: File No. 190812		6973/039
Case No.	Previous Building Permit No.	New Building Permit No.
2019-015470PRJ		
Plans Dated	Previous Approval Action	New Approval Action
	Planning Commission Hearing	
Modified Project Description:		

**DETERMINATION IF PROJECT CONSTITUTES SUBSTANTIAL MODIFICATION**

Compared to the approved project, would the modified project:	
<input type="checkbox"/>	Result in expansion of the building envelope, as defined in the Planning Code;
<input type="checkbox"/>	Result in the change of use that would require public notice under Planning Code Sections 311 or 312;
<input type="checkbox"/>	Result in demolition as defined under Planning Code Section 317 or 19005(f)?
<input type="checkbox"/>	Is any information being presented that was not known and could not have been known at the time of the original determination, that shows the originally approved project may no longer qualify for the exemption?
<b>If at least one of the above boxes is checked, further environmental review is required.</b>	

**DETERMINATION OF NO SUBSTANTIAL MODIFICATION**

<input type="checkbox"/>	The proposed modification would not result in any of the above changes.
If this box is checked, the proposed modifications are categorically exempt under CEQA, in accordance with prior project approval and no additional environmental review is required. This determination shall be posted on the Planning Department website and office and mailed to the applicant, City approving entities, and anyone requesting written notice. In accordance with Chapter 31, Sec 31.08j of the San Francisco Administrative Code, an appeal of this determination can be filed within 10 days of posting of this determination.	
Planner Name:	Date:

30B  
Leg. Clerk  
W. Clerk

Member, Board of Supervisors  
District 3



City and County of San Francisco

**AARON PESKIN**  
佩斯金 市參事

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DATE: September 4, 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 REPORT


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Pursuant to Board Rule 4.20, as Chair of the Land Use and Transportation Committee, I have deemed the following matter is of an urgent nature and request it be considered by the full Board on Tuesday, September 10, 2019, as a Committee Report:

**190812 Planning Code - Allowing Long-Term Parking of and Overnight Camping in Vehicles and Ancillary Uses at 2340 San Jose Avenue**

Ordinance amending the Planning Code to allow temporary long-term parking of and overnight camping in vehicles, and ancillary uses including administrative offices, restrooms, showering or bathing facilities, kitchen or other food preparation facilities, and eating areas at 2340 San Jose Avenue, Assessor's Parcel Block No. 6973, Lot No. 039, subject to compliance with all other Municipal Code requirements, including but not limited to requirements of the Overnight Safe Parking Pilot Program; 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 making findings of public necessity, convenience, and welfare under Planning Code, Section 302.

This matter will be heard in the Land Use and Transportation Committee at a Regular Meeting on Monday, September 9, 2019, at 1:30 p.m.

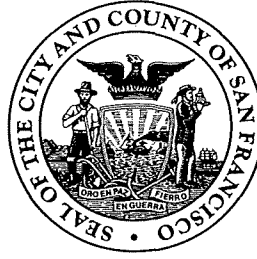
BY: 

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City Hall  
Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

July 30, 2019

File No. 190812

Lisa Gibson  
Environmental Review Officer  
Planning Department  
1650 Mission Street, Ste. 400  
San Francisco, CA 94103

Dear Ms. Gibson:

On July 23, 2019, Supervisor Safai submitted the proposed legislation:

**File No. 190812**

**Ordinance amending the Planning Code to allow temporary long-term parking of and overnight camping in vehicles, and ancillary uses including administrative offices, restrooms, showering or bathing facilities, kitchen or other food preparation facilities, and eating areas at 2340 San Jose Avenue, Assessor's Parcel Block No. 6973, Lot No. 039, subject to compliance with all other Municipal Code requirements, including but not limited to requirements of the Overnight Safe Parking Pilot Program; 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 making findings of public necessity, convenience, and welfare under Planning Code, Section 302.**

This legislation is being transmitted to you for environmental review.

Angela Calvillo, Clerk of the Board

A handwritten signature in cursive script, appearing to read "Erica Major".

By: Erica Major, Assistant Clerk  
Land Use and Transportation Committee

Attachment

c: Joy Navarrete, Environmental Planning  
Don Lewis, Environmental Planning

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

July 30, 2019

Planning Commission  
Attn: Jonas Ionin  
1650 Mission Street, Ste. 400  
San Francisco, CA 94103

Dear Commissioners:

On July 23, 2019, Supervisor Safai submitted the following proposed legislation:

**File No. 190812**

**Ordinance amending the Planning Code to allow temporary long-term parking of and overnight camping in vehicles, and ancillary uses including administrative offices, restrooms, showering or bathing facilities, kitchen or other food preparation facilities, and eating areas at 2340 San Jose Avenue, Assessor's Parcel Block No. 6973, Lot No. 039, subject to compliance with all other Municipal Code requirements, including but not limited to requirements of the Overnight Safe Parking Pilot Program; 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 making findings of public necessity, convenience, and welfare under Planning Code, Section 302.**

The proposed ordinances are being transmitted pursuant to Planning Code, Section 302(b), for public hearing and recommendation. The ordinances are pending before the Land Use and Transportation Committee and will be scheduled for hearing upon receipt of your response.

Angela Calvillo, Clerk of the Board

A handwritten signature in cursive script, appearing to read "Erica Major".

By: Erica Major, Assistant Clerk  
Land Use and Transportation Committee


c: John Rahaim, Director  
Scott Sanchez, Acting Deputy Zoning Administrator  
Corey Teague, Zoning Administrator  
Lisa Gibson, Environmental Review Officer  
Devyani Jain, Deputy Environmental Review Officer  
AnMarie Rodgers, Director of Citywide Planning  
Dan Sider, Director of Executive Programs  
Aaron Starr, Manager of Legislative Affairs  
Joy Navarrete, Environmental Planning  
Don Lewis, Environmental Planning

# Introduction Form

By a Member of the Board of Supervisors or Mayor

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2019 JUL 23 PM 2:18  
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BY  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):

Subject:

The text is listed:

Signature of Sponsoring Supervisor: