

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. (415) 554-5184  
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## MEMORANDUM

### RULES COMMITTEE

#### SAN FRANCISCO BOARD OF SUPERVISORS

TO: Supervisor Shamann Walton, Chair  
Rules Committee

FROM: Victor Young, Assistant Clerk *Victor Young*

DATE: December 9, 2024

SUBJECT: **COMMITTEE REPORT, BOARD MEETING**  
Tuesday, December 10, 2024

The following file should be presented as a **COMMITTEE REPORT** at the Board Meeting on Tuesday, December 10, 2024. This item was acted upon at the Rules Committee Meeting on Monday, December 9, 2024, at 10:00 a.m., by the votes indicated.

**Item No. 64**      **File No. 241083**

Administrative Code - Reports on 100% Affordable Housing by Mayor's Office of Housing and Community Development

Ordinance amending the Administrative Code to end certain quarterly reporting requirements by the Mayor's Office of Housing and Community Development to the Board of Supervisors and Mayor regarding the development of 100% Affordable Housing, and to establish new semi-annual reporting requirements beginning on July 31, 2025.

RECOMMENDED AS COMMITTEE REPORT

Vote: Supervisor Shamann Walton - Aye  
Supervisor Aaron Peskin - Aye  
Supervisor Ahsha Safai - Aye

c: Board of Supervisors  
Angela Calvillo, Clerk of the Board  
Alisa Somera, Legislative Deputy Director  
Brad Russi, Deputy City Attorney

File No. 241083

Committee Item No. 1

Board Item No. \_\_\_\_\_

# COMMITTEE/BOARD OF SUPERVISORS

## AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date Dec 9, 2024

Board of Supervisors Meeting

Date \_\_\_\_\_

### Cmte Board

- Motion
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- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- Memorandum of Understanding (MOU)
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 - Ethics Commission
- Award Letter
- Application
- Form 700
- Information/Vacancies (Boards/Commissions)
- Public Correspondence

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

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Completed by: Victor Young

Date Dec 5, 2024

Completed by: \_\_\_\_\_

Date \_\_\_\_\_

1 [Administrative Code - Reports on 100% Affordable Housing by Mayor's Office of Housing and  
2 Community Development]

3 **Ordinance amending the Administrative Code to end certain quarterly reporting**  
4 **requirements by the Mayor's Office of Housing and Community Development to the**  
5 **Board of Supervisors and Mayor regarding the development of 100% Affordable**  
6 **Housing, and to establish new semi-annual reporting requirements beginning on July**  
7 **31, 2025.**

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

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

16 Section 1. Findings.

17 (a) When Administrative Code Chapter 109 was enacted, certain approvals and  
18 permits by City departments and agencies were required for affordable housing projects.  
19 Administrative Code Chapter 109 was enacted to prioritize the approvals and permits for  
20 affordable housing, and for the Mayor's Office of Housing and Community Development  
21 ("MOHCD") to submit quarterly reports on the status of such approvals and permits.  
22 MOHCD's quarterly reports assisted with identifying City departments and agencies that were  
23 reviewing affordable housing projects and had pending approvals.

24 (b) Since the enactment of Administrative Code Chapter 109, state law has been  
25 changed to require a streamlined permit process for affordable housing through ministerial  
approvals by City departments and agencies, the City has established a central Permit Center

1 available to the public to track the status of permits online, and a Director of Housing Delivery  
2 has been appointed to help facilitate the approval of housing in the City. In light of these  
3 developments, a more limited set of information on housing approvals in MOHCD's reports is  
4 now needed, and the reports need not be as frequent as before.

5  
6 Section 2. Chapter 109 of the Administrative Code is hereby amended by revising  
7 Section 109.3, to read as follows:

8  
9 **SEC. 109.3. ~~QUARTERLY~~REPORTS.**

10 (a) Quarterly Reports. Beginning on December 15, 2018, the Mayor's Office of Housing  
11 and Community Development ("MOHCD") shall provide a report to the Board of Supervisors  
12 and the Mayor about the status of 100% Affordable Housing Projects pending before the  
13 Department of Building Inspection, Public Works, Fire Department, Mayor's Office on  
14 Disability, and Planning Department, and shall provide subsequent reports every three  
15 months thereafter with the final quarterly report due December 15, 2024. The Department of  
16 Building Inspection, Public Works, Fire Department, Mayor's Office on Disability, and Planning  
17 Department shall provide MOHCD~~the Mayor's Office of Housing and Community Development~~ with  
18 the information necessary to compile these reports. Each quarterly report, ~~at a~~ minimum,  
19 shall provide:

20 (1~~a~~) a list of every 100% Affordable Housing Project that has applied for  
21 approval, permit, or other City authorization from the Department of Building Inspection,  
22 Public Works, Fire Department, Mayor's Office on Disability, or Planning Department;

23 (2~~b~~) information regarding the financing and financing-related deadlines for  
24 each 100% Affordable Housing Project;

1                   (3e) any approval, permit, or other City authorization each 100% Affordable  
2 Housing Project is waiting to receive from the department or office; and

3                   (4d) the date of any application and current status of each pending approval,  
4 permit, or other City authorization for each 100% Affordable Housing Project.

5                   (b) Semi-Annual Reports. Beginning on July 31, 2025, and every six months thereafter,  
6 MOHCD shall provide a report to the Board of Supervisors and the Mayor about the status of 100%  
7 Affordable Housing Projects under development and/or construction with funding from MOHCD. The  
8 Department of Building Inspection, Public Works, Fire Department, and Planning Department shall  
9 provide MOHCD with the information necessary to compile these semi-annual reports. Each report, at  
10 a minimum, shall provide:

11                   (1) a list of every 100% Affordable Housing Project that has applied for approval,  
12 permit, or other City authorization from the Department of Building Inspection, Public Works, Fire  
13 Department, and/or Planning Department; and

14                   (2) information regarding the financing and financing-related deadlines for each 100%  
15 Affordable Housing Project.

16  
17                   Section 3. Effective Date; Retroactivity.

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

22                   (b) In the event the effective date of this ordinance is later than March 14, 2025, then,  
23 upon its effective date, the ordinance shall be retroactive to March 14, 2025.



**LEGISLATIVE DIGEST**

[Administrative Code - Reports on 100% Affordable Housing by Mayor's Office of Housing and Community Development]

**Ordinance amending the Administrative Code to end certain quarterly reporting requirements by the Mayor's Office of Housing and Community Development to the Board of Supervisors and Mayor regarding the development of 100% Affordable Housing, and to establish new semi-annual reporting requirements beginning on July 31, 2025.**

Existing Law

Chapter 109 of the Administrative Code requires the Mayor's Office of Housing and Community Development ("MOHCD") to provide the Board of Supervisors and the Mayor a quarterly report on the following: (1) 100% affordable housing projects that have applied for approval or a permit from the Department of Building Inspection, Public Works, Fire Department, Mayor's Office on Disability, and Planning Department, (2) information on the financing and financing deadlines for 100% affordable housing projects, (3) approvals or permits that are pending for each 100% affordable housing project, and (4) the dates of application for an approval or permit and the status of pending approvals and permits.

Amendments to Current Law

The proposed ordinance would amend MOHCD's reporting requirement to the following: (1) 100% affordable housing projects funded by MOHCD that have applied for approval, permit, or other City authorization from the Department of Building Inspection, Public Works, Fire Department, and/or Planning Department, and (2) information on the financing and financing deadlines for 100% affordable housing projects funded by MOHCD. The proposed ordinance would require MOHCD to submit a report every 6 months commencing on July 31, 2025. The last quarterly report would be due December 15, 2024.

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## MEMORANDUM

TO: Daniel Adams, Director, MOHCD

FROM: Victor Young, Assistant Clerk *Victor Young*

DATE: November 18, 2024

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Rules Committee received the following proposed Ordinance:

File No. 241083

Ordinance amending the Administrative Code to end certain quarterly reporting requirements by the Mayor's Office of Housing and Community Development to the Board of Supervisors and Mayor regarding the development of 100% Affordable Housing, and to establish new semi-annual reporting requirements beginning on July 31, 2025.

If you have comments or reports to be included with the file, please forward them to Victor Young at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102 or by email at: [victor.young@sfgov.org](mailto:victor.young@sfgov.org).

- c. Lydia Ely, MOHCD
- Brian Cheu, MOHCD
- Maria Benjamin, MOHCD
- Sheila Nickolopoulos, MOHCD
- Kyra Geithman, MOHCD





# City and County of San Francisco

## Master Report

City Hall  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689

**File Number:** 241083      **File Type:** Ordinance      **Status:** 30 Day Rule

**Enacted:** \_\_\_\_\_ **Effective:** \_\_\_\_\_

**Version:** 1      **In Control:** Rules Committee

**File Name:** Administrative Code - Reports on 100% Affordable Housing by Mayor's Office of Housing and Community Development      **Date Introduced:** 11/05/2024

**Requester:** \_\_\_\_\_ **Cost:** \_\_\_\_\_ **Final Action:** \_\_\_\_\_

**Comment:** \_\_\_\_\_ **Title:** Ordinance amending the Administrative Code to end certain quarterly reporting requirements by the Mayor's Office of Housing and Community Development to the Board of Supervisors and Mayor regarding the development of 100% Affordable Housing, and to establish new semi-annual reporting requirements beginning on July 31, 2025.

**Sponsors:** Mayor; Ronen

### History of Legislative File 241083

Ver	Acting Body	Date	Action	Sent To	Due Date	Result
1	President	11/05/2024	ASSIGNED UNDER 30 DAY RULE	Rules Committee	12/05/2024	