

LEGISLATIVE DIGEST

[Administrative Code - Civic Design Review Fee]

Ordinance amending the Administrative Code to modify the Civic Design Review fee from a deposit of \$2,500 plus the time and materials costs to a flat fee of \$12,800 per project, establish a process for an annual cost-of-living fee adjustment, set a timeline for fee payment, describe the method for determining fees for projects involving multiple structures situated together as part of a larger development plan, and describe circumstances that may qualify for fee waiver or reduction.

Existing Law

Administrative Code Section 3.19A establishes a fee for any entity, public or private, including any office, department, or agency of the City and County of San Francisco requiring the Arts Commission's civic design review and approval under Charter Section 5.103(1) ("Applicant"). The fee is a \$2,500 deposit at the time the Applicant submits a request for civic design review of a project in addition to the Arts Commission's time and materials costs incurred in excess of the deposit. The time and materials fees are due no later than 20 days prior to the Arts Commission's meeting to consider the final approval of the Applicant's project.

There is no distinction between requests for review of a single structure from requests for review of multiple structures situated together as part of a larger development. And there is no provision allowing a fee waiver or reduction for projects of limited scope.

Amendments to Current Law

The ordinance would replace the \$2,500 deposit and time and materials fees with a flat fee of \$12,800 for each project requiring civic design review under Charter Section 5.103(1). An Applicant would pay the fee upon submitting a request for civic design review of a project. The ordinance would also provide for an annual adjustment of the fee by the Controller.

Requests for review of multiple structures situated together as part of a larger development plan (a "Campus") would be considered distinct projects and the Applicant would pay the then current fee for each structure. The ordinance would also allow the Director of Cultural Affairs to waive or reduce the fees for projects of limited scope or Campus projects that include structures of identical form and character.