

BOARD of SUPERVISORS



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## MEMORANDUM

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Date: March 21, 2018

To: Jon Givner, Deputy City Attorney, Office of the City Attorney

From: *ACC* Angela Calvillo, Clerk of the Board, Board of Supervisors

Subject: Requesting Legislation Approved as to Form for File No. 180243 [Interim Zoning Controls - Retail to Office Space Conversion in the C-3-R Downtown Retail Zoning District]

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On March 13, 2018, the Office of the Clerk of the Board of Supervisors received a proposed Resolution [Interim Zoning Controls - Retail to Office Space Conversion in the C-3-R Downtown Retail Zoning District], sponsored by Supervisor Peskin, without a signature from the City Attorney approving the legislation as to form.

Pursuant to Board Rule 2.3, Resolutions concerning interim zoning controls and bonds must first be approved by the City Attorney prior to consideration by the Board or a Board committee. The deferment for 30 days will not become effective until the Office of the Clerk of the Board receives the Resolution approved as to form.

Please find attached the aforementioned Resolution for the Office of the City Attorney for approval and signature.

If you have any questions or concerns, please contact the Office of the Clerk of the Board at (415) 554-5184.

c: Supervisor Aaron Peskin, Member of the Board of Supervisors