



October 18, 2021

Ms. Angela Calvillo, Clerk  
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: 2021-004327MLS  
Mills Act Historical Property Contract for 714 Steiner Street

Board File No. \_\_\_\_\_ (pending)

**Historic Preservation Commission Recommendation: Approval**

Dear Ms. Calvillo,

On October 6, 2021, the Historic Planning Commission conducted a duly noticed public hearing at a regularly scheduled meeting to consider the Application for Mills Act Historical Property Contract for 714 Steiner Street. At the hearing the Historic Preservation Commission recommended to approve the proposed Resolution.

The Resolution recommends the Board of Supervisors approve the Mills Act Historical Property Contract as the property is a historical resource and the proposed Rehabilitation and Maintenance plan is appropriate and conform to the Secretary of the Interior's Standard for the Treatment of Historic Properties. Please refer to the attached exhibits for specific work to be completed for each property.

The Project Sponsor submitted the Mills Act applications on May 1, 2021. As detailed in the Mills Act application, the Project Sponsor has committed to Rehabilitation and Maintenance plans that will include both annual and cyclical scopes of work. The Mills Act Historical Property Contract will help the Project Sponsor mitigate expenditures and enable the Project Sponsor to maintain their historic property in excellent condition in the future.

The Planning Department will administer an inspection program to monitor the provisions of the contract. This program will involve a yearly affidavit issued by the property owner verifying compliance with the approved Maintenance and Rehabilitation plans as well as a cyclical 5-year site inspection.

The Mills Act Historical Property Contract is time sensitive. Contracts must be recorded with the Assessor-Recorder by December 30, 2021 to become effective in 2022. We respectfully request these items be introduced

at the next available hearing date. Your prompt attention to this matter is appreciated.

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: Andrea Ruiz-Esquide, City Attorney's Office  
Land Use Clerk, Office of the Clerk of the Board

**Attachments:**

- HPC Resolution No. 1199, dated October 6, 2021
- HPC Executive Summary, dated October 6, 2021
- Draft Mills Act Historical Property Contract  
Rehabilitation & Maintenance Plans (Exhibits A & B)
- Draft Mills Act Valuation prepared by the Assessor-Recorder's Office
- Categorical Exemption
- Mills Act Application
- Planning Department Pre-Approval Inspection Report