



# SAN FRANCISCO PLANNING DEPARTMENT

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## Discretionary Review Reform

### TIER 1 AND TIER 2

If the Commission approves the policy below for DR Tier 1 and Tier 2 procedures, the Department can continue to do the following aspects of the Commission's DR Reform package:

- Require and verify new pre-application procedures
- Require RDT Review for all projects that meet the "triggers" of the RDT checklist. The "triggers" may need to be adjusted based on workload
- Meet or exceed 90 day target for Tier 1 DRs; attempt to meet the 90-day target for processing of Tier 2 DRs
- Present bi-annual updates at the Commission
- Present bi-annual updates at the Land Use Committee
- Begin full analysis of DR Reform "trial period" in 18 months, and bring forward Planning Code amendments to the Planning Commission in 2 years

Unfortunately, since staff will continue to bring all DRs to the Planning Commission and not use administrative review, the Department will not be able to undertake the following aspects of the Commission's DR Reform package:

- Brownbag lunch discussions
- Improvements/updates to the Residential Design Guidelines
- Request for Reconsideration
- Name change of the Residential Design Guidelines to Residential Design Standards (Section 311 would have to be amended to change the name, but the proposed name change was nomenclature only)

### TIER 1

These are projects that would have been administratively rejected by the RDT under the Commission's DR Reform proposal. These are projects that do not include exceptional or extraordinary circumstances, nor do they include any emerging policy issue.

#### *PC Packet Submittal*

Cover page (project description and Dept. recommendation only)

DR Application

Project Sponsor Response

*(discuss possibility of briefing schedule)*

RDT Notes

Exhibits

11"x17" plans

(no 3D renderings)

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

Reception:  
**415.558.6378**

Fax:  
**415.558.6409**

Planning  
Information:  
**415.558.6377**

### ***PC Hearing Procedures***

No Staff presentation

3 minute presentation by each side, no rebuttal, full public comment; or

5 minute presentation by each side, including any party of interest, no rebuttal

Brief Schedule (limits to # of pages allowed in brief, establish deadlines for submittals, etc.)

Vote of 3 Commissioners – or a majority of those present – can pull Tier 1 project and bump it to a Tier 2 analysis (this would include a maximum 3 week continuance)

\*If minor changes are requested by PC, the Department would like to suggest that the PC instruct staff to require those design changes before the permit can be approved, rather than “taking DR” or bumping the project to a Tier 2 review.

### **TIER 2**

These are projects that would have been referred to the Commission under the Commission’s DR Reform proposal. These are projects that demonstrate exceptional or extraordinary circumstances and that include an emerging policy issue.

### ***PC Packet Submittal***

DR Analysis with RDG checklist (similar to current analysis)

DR Application

Project Sponsor Response

*(discuss possibility of briefing schedule)*

RDT Notes

Exhibits

11”x17” plans

3D Rendering (only required for physical expansion or façade alterations)

### ***PC Hearing Procedures***

Staff Presentation

7 minute presentation by D.R. Requestor, including anyone party to the DR Requestor

7 minute presentation from Project Sponsor, including any party to the Project Sponsor

2 minutes each for members of the general public (support/opposition)