



# SAN FRANCISCO PLANNING DEPARTMENT

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## Memo to the Planning Commission

HEARING DATE: JUNE 17, 2010

*Date:* June 10, 2010  
*Project:* **INTERIM DISCRETIONARY REVIEW PROCEDURES**  
*Zoning:* Citywide  
*Staff Contact:* Elizabeth Watty – (415) 558-6620  
[Elizabeth.Watty@sfgov.org](mailto:Elizabeth.Watty@sfgov.org) and  
Kelley Amdur – (415) 558-6351  
[Kelley.Amdur@sfgov.org](mailto:Kelley.Amdur@sfgov.org)

*Recommendation:* **Informational Presentation – No Action Required**

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

Reception:  
**415.558.6378**

Fax:  
**415.558.6409**

Planning  
Information:  
**415.558.6377**

### PROPOSAL

#### **The Department is proposing the following Interim DR Procedures:**

A differentiation between “full” and “abbreviated” DR cases, where full DR cases would be the status quo- when the RDT finds a project to include “exceptional and extraordinary” circumstances, or when the Department feels the Project warrants more detailed analysis.

**Abbreviated DR cases would differ from full DR cases in only two areas: 1) material included in the Commission packet and 2) staff presentation at the public hearing.** The abbreviated Commission packets would not include a staff analysis or color renderings, but would still include all of the other typical attachments (see full list below) including the RDT Comments and a staff recommendation. The abbreviated DR cases would be presented by management in attendance at the hearing, rather than the project planner.

Public comment and Commission deliberation would remain the same for both types of DR cases. The Commission would be able to reclassify a DR case from abbreviated to full through a majority vote.

Since the DR Reform legislation is on hold for the next year, the Department needs to re-allocate staff time in order to meet additional commitments identified during the Department’s DR Reform efforts.

The Commission packet for full DR cases will continue to include:

- Description of the Project, Site and Neighborhood Context
- DR Requestor's concerns
- Project Sponsor's Response
- Staff analysis of DR concerns
- Staff recommendation
- Design Review Checklist
- RDT Notes
- 11"x17" reduced plans
- Color renderings
- Exhibits (maps, photos)

#### **REQUIRED COMMISSION ACTION**

**No Commission action required.** This item deals with internal Planning Department procedures only. Under these procedures, all DRs would still be required to be heard by the Commission.

<b>RECOMMENDATION:</b> <b>Informational Item Only</b>
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