Mayor
Edwin M. Lee

Board of Supervisors
David Chiu, President
John Avalos
London Breed
David Campos
Carmen Chu
Malia Cohen
Mark Farrell
Jane Kim
Eric Mar
Scott Wiener
Norman Yee

Planning Commission
Rodney Fong, President
Cindy Wu, Vice President
Michael Antonini
Gwyneth Borden
Rich Hillis (started January 2013)
Ron Miguel (until July 2012)
Kathrin Moore
Hisashi Sugaya

Historic Preservation Commission
Karl Hasz, President
Andrew Wolfram, Vice President
Aaron Jon Hyland (started February 2013)
Ellen Johnck (started March 2013)
Richard Johns
Alan Martinez (until March 2013)
Diane Matsuda
Jonathan Pearlman

San Francisco Planning Department
1650 Mission Street Suite 400
San Francisco, CA 94103-3114
www.sfplanning.org

Duboce Park cover image from Flickr by davides
# Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Message from the Planning Commission President</td>
<td>01</td>
</tr>
<tr>
<td>Message from the Historic Preservation Commission President</td>
<td>02</td>
</tr>
<tr>
<td>Message from the Director</td>
<td>03</td>
</tr>
<tr>
<td>Organizational Overview</td>
<td>06</td>
</tr>
<tr>
<td>This Year’s Accomplishments</td>
<td>12</td>
</tr>
<tr>
<td>Project Highlights</td>
<td>14</td>
</tr>
<tr>
<td>Highlights: Completed Projects</td>
<td>30</td>
</tr>
<tr>
<td>Highlights: Projects Underway</td>
<td>34</td>
</tr>
<tr>
<td>Communications, Outreach &amp; Engagement</td>
<td>38</td>
</tr>
<tr>
<td>Publications</td>
<td>40</td>
</tr>
<tr>
<td>Awards &amp; Accolades</td>
<td>42</td>
</tr>
<tr>
<td>Grants</td>
<td>43</td>
</tr>
<tr>
<td>Planning by the Numbers</td>
<td>46</td>
</tr>
<tr>
<td>2012-2013 Stats</td>
<td>47</td>
</tr>
<tr>
<td>Case &amp; Permit Volume Trends</td>
<td>50</td>
</tr>
<tr>
<td>Performance Measure Improvement Initiative</td>
<td>52</td>
</tr>
<tr>
<td>Financial Report</td>
<td>54</td>
</tr>
<tr>
<td>Staff List</td>
<td>56</td>
</tr>
</tbody>
</table>
2558 MISSION

DESIGN
Kwan Henmi Architects (Housing); Hodges & Assoc.
with Kerman/Morris Architects & Architectural Resources
Group (Theater Rehabilitation)

SIZE
Housing - 114 Dwelling Units with Ground Floor Retail (14,750 sq ft); Total 142,000 gsf

BUDGET
Housing Project $40 Million; Theater Rehabilitation $14 Million

OPENING
Spring 2015 (Housing); TBD (Theater Rehabilitation)
1998 MARKET (LINEA)

**DESIGN**
Arquitectonica

**SIZE**
15 Dwelling Units; 7,300 square feet of commercial space

**BUDGET**
$45.5 million

**OPENING**
Early 2014
JEFFERSON STREET

PROJECT LEAD
Neil Hrushowy (Project Lead); Nicholas Perry (Lead Urban Designer)

CONSTRUCTION LEAD
John Thomas (DPW)

DESIGN CONSULTANT
Boris Dramov, ROMA Design Group

SIZE
Two blocks on Jefferson Street, from Jones Street to Hyde Street

OPENING
June 20, 2013
San Francisco has seen an increase in development activity over the past few years that significantly impact our neighborhoods and our city’s skyline. In order to accommodate for the growth, the Planning Commission continues to work closely with Planning Department staff for managing the city’s land use, transportation, and neighborhood planning.

San Francisco has always been the city of innovation. The City began implementing neighborhood plans and programs that have addressed the growth and quality of life for its residents. These plans are especially important because it helped create the vibrant city that San Francisco is today.

Building on these successes, the Commission reviewed a number of neighborhood plans, legislation, environmental reports and development projects that recommends how we can preserve significant parts of the city, where growth should go, how it can happen, and what it should look like in the future. From plans such as Western SoMa, Central Corridor and California Pacific Medical Center (CPMC), to legislation amendments for bike parking and historic preservation designations, all of the projects brought to the Commission from Planning staff are ways that we can plan and improve the future of the City.

It is a great honor to serve as President of the Planning Commission. As Commissioners, we play a challenging but essential role managing the growth and development within the City. I would like to recognize my fellow Commissioners for their commitment and passion for their continued service for developing the city for its residents and visitors. I would also like to thank Director John Rahaim and the entire department staff for their dedication and excellent work in making San Francisco a great city.
Message from the Historic Preservation Commission

President

On behalf of the Historic Preservation Commission & preservation staff, I am pleased to present the Planning Department’s 2012-2013 annual report.

This past year I was joined by Commissioners Johns, Matsuda and Wolfram in welcoming our newest members, Commissioners Hyland, Johnck & Pearlman. The professional backgrounds and the wealth of experience of this group rings in a new era for our Commission.

There were a number of great preservation projects that broke ground or were approved this past fiscal year. We were all excited to see the Metro Theater and New Mission Theater brought back to life, as well as seeing Mid-Market move forward -- led by 1355 Market (Twitter’s headquarters), Hibernia Bank and the Renoir Hotel. All of these projects are leading the way to revitalizing neighborhoods while preserving the historic and cultural fabric of The City.

In addition, the Commission stepped into new territory by recommending that Sam Jordan’s Bar and Twin Peaks Tavern be designated as landmarks, due to their cultural significance. With the overwhelming support and interest from The City and its residents, the designations of these cultural recognitions were an exciting time for our Commission.

I want to recognize and thank our dedicated staff at the Planning Department for their incredible work. Their efforts extend well beyond reviewing projects as they continue to be innovative with their tremendous efforts in public outreach. With new initiatives such as “Ask a Planner” nights held in different neighborhoods throughout The City, to informational booths at Sunday Streets, and holding workshops that educate residents about the benefits of the Mills Act program, the Historic Preservation staff continues to work hard to keep preservation at the forefront of all development conversations so The City can grow without losing the character we all value.

The Historic Preservation Commission had a wonderful year, and we look forward to another year of success.
As we end another year of vigorous, perhaps unprecedented growth, it is increasingly clear that the Planning Department is shaping San Francisco in many ways that will impact the city for years to come. The private development and public investment that is now taking place have largely been shaped by the plans created through years of hard work by the Department, the neighborhoods, and the Commissions. And we are implementing these plans in very specific and tangible ways in our daily work. For me, it is fascinating to see the physical results of our work so clearly.

The current development cycle has also meant we’ve had to increase the size of the Department to keep pace with the demand. The new staff are as intelligent, passionate and hard working as those who have been here many years. It is a testament to the work that we are doing -- that so many new planners are so interested in working at our Department to help enhance our city.

This has also been an important year for Historic Preservation activities. The Department researched and steered the adoption of the city’s first Article 10 historic districts in 10 years, the Duboce Park district and the Market Street Masonry District. The preservation staff also conducted substantial research and managed the process to landmark two important city neighborhood institutions: Sam Jordan’s Bar, and Twin Peaks Tavern. In addition, the preservation staff added to the department’s survey information through the Sunset District historic survey. All of these actions further the Department’s important preservation mission, safeguarding the city’s important resources for the future, while also providing key information to staff to conduct their reviews more efficiently.

With five (plus) years behind me with the department, I believe that the Planning Department continues to improve. The increasing professionalism and dedication of the staff, the support of our hard working and focused Commissioners on both the Planning and Historic Preservation Commissions, and the strong support of the Mayor and Board of Supervisors has made my job easier and just plain fun. My sincere thanks to all of you.
"I enjoy the challenge of learning in a complicated urban environment and then helping the public best understand how it affects them."

- Wade Wietgrefe
  Planner, Environmental Planning
Great planning for a great city.

The San Francisco Planning Department, under the direction of the Planning Commission, shapes the future of San Francisco and the region by:

- generating an extraordinary vision for the General Plan and in neighborhood plans;
- fostering exemplary design through planning controls;
- improving our surroundings through environmental analysis;
- preserving our unique heritage;
- encouraging a broad range of housing and a diverse job base; and
- enforcing the Planning Code.

Making San Francisco the world’s most livable urban place — environmentally, economically, socially and culturally.
Inclusive
We provide clear communication that is accessible to all members of our diverse population.

Collaboration
We collaborate with the people of San Francisco.

Education
We educate our community about our work and we learn from our communities about their neighborhoods and their vision.

Respect
We treat our stakeholders with professional courtesy and respect.

Open Dialogue
We facilitate ongoing dialogue that is open and responsive.

Innovation
We are innovative in setting new planning standards, and guiding change that embraces our extraordinary setting, unique heritage, vibrant communities and the aspirations of our diverse population.

Consistency
We are consistent in our application of policy.

Efficiency
We are efficient and timely.

Fairness
We provide a fair, objective and equitable process.

Passion
We are passionate about our work.

Employee Satisfaction
We are a great place to work -- cultivating intellectual inspiration, professional satisfaction and creativity.

Trust
We build trust.

Visionary
We are visionary in our plans and practical in their implementation.
Governance

The Planning Commission consists of seven appointed who help plan for growth and development in San Francisco. Four members are appointed by the Mayor, while three are appointed by the President of the Board of Supervisors. The Commission reviews a broad range of development projects each year, and advises the Mayor, Board of Supervisors and City departments on San Francisco’s long-range goals, policies and programs on a broad array of issues related to land use, transportation, and neighborhood planning. The Commission additionally has the specific responsibility for the stewardship and maintenance of the San Francisco’s General Plan. The San Francisco Planning Department reports to the Planning Commission through the Planning Director.

Planning Commission

The Planning Commission consists of seven appointed who help plan for growth and development in San Francisco. Four members are appointed by the Mayor, while three are appointed by the President of the Board of Supervisors. The Commission reviews a broad range of development projects each year, and advises the Mayor, Board of Supervisors and City departments on San Francisco’s long-range goals, policies and programs on a broad array of issues related to land use, transportation, and neighborhood planning. The Commission additionally has the specific responsibility for the stewardship and maintenance of the San Francisco’s General Plan. The San Francisco Planning Department reports to the Planning Commission through the Planning Director.

2012-2013 PLANNING COMMISSION ROSTER

1 Rodney Fong  President
2 Cindy Wu  Vice-President
3 Michael Antonini
4 Gwyneth Borden
5 Rich Hillis
6 Kathrin Moore
7 Hisashi Sugaya
Historic Preservation Commission

The Historic Preservation Commission is a seven-member body that advises the Mayor, Board of Supervisors and City departments on San Francisco’s historic preservation goals, policies and programs. All members are nominated by the Mayor and subject to the approval of the Board of Supervisors. In addition to the full Commission, the Architectural Review Committee reviews projects at an early stage to advise applicants on the design.

The department’s Historic Preservation staff reports to the Historic Preservation Commission.

The Commission reviews changes to landmark buildings and to recommend buildings and places that are historically or culturally significant to the heritage of San Francisco for designation by the Board of Supervisors.

2012-2013 HISTORIC PRESERVATION COMMISSION ROSTER

1. Karl Hasz  President
2. Andrew Wolfram  Vice-President
3. Aaron Jon Hyland
4. Ellen Johnck
5. Richard Johns
6. Diane Matsuda
7. Jonathan Pearlman
Department Organization

Management

SENIOR MANAGERS

1. John Rahaim  Planning Director
2. Jose Campos  Director of Citywide Planning
3. Thomas DiSanto  Director, Administration
4. Jonas Ionin  Commissions Secretary (Acting)
5. Jeff Joslin  Director of Current Planning
6. Scott Sanchez  Zoning Administrator
7. Bill Wycko  Environmental Review Officer

Divisions

Administration: The Administration division provides support and resources to realize departmental goals. This division includes finance, legislative affairs, communications, information technology, operations, human resources and special projects.

Current Planning: The Current Planning section is responsible for reviewing project applications, implementing the historic preservation work program and operating the Public Information Center. Every year, this division reviews and processes over 6000 building permits and several hundred case applications.

Citywide Planning: The Citywide Planning division develops policy, maintains and oversees compliance with the City's General Plan, prepares and implements community plans, and acts as the urban design resource for the city. This division also gathers and analyzes data in support of land-use policy.

Environmental Planning: The Environmental Planning Division of the Planning Department reviews projects for potential environmental impacts on the City of San Francisco and its residents, a process known as environmental review.

Zoning and Compliance: This group helps maintain and improve the quality of San Francisco's neighborhoods by ensuring compliance with the San Francisco Planning Code. The Code Enforcement group under this division responds to complaints of alleged Planning Code violations and initiates fair and unbiased enforcement action to correct violations and maintain neighborhood livability.
2012-2013 Organization Chart

Planning Commission

Jonas Ionin
Commissions Secretary (Acting)

Planning Director
John Rahaim

Director, Administration
Thomas DiSanto

Director of Citywide Planning
Jose Campos

Director of Current Planning
Jeff Joslin

Zoning Administrator
Scott Sanchez

Historic Preservation Commission

AnMarie Rodgers
Legislative Affairs Manager

Joanna Linsangan
Communications Manager

Environmental Review Officer
Bill Wycko
“It’s great to plan the city that I live in, see the fruits of my labor and know that my work is place making, and serving the needs of the community.”

- Michael Smith
  Planner, Current Planning
“Community participation is important to historic preservation. Working with the public to honor, celebrate, and promote our shared history is rewarding; their voices help us make better decisions.”

- Tim Frye, Preservation Coordinator
THIS YEAR’S ACCOMPLISHMENTS

Project Highlights from 2012-2013
2012-2013 Project Highlights

Environmental Impact Reports (EIRs)

A 706 Mission Street, The Mexican Museum and Residential Tower Project
B 8 Washington Street/Seawall Lot 351 Project
C 801 Brannan and One Henry Adams Project
D CPMC Final EIR and Revised Project Addendum
E The SF Overlook Residential Project
F Western SoMa Community Plan, Rezoning of Adjacent Parcels and 350 Eighth Street Project

see full list of Published EIRS P.37
Landmark Districts:
Duboce Park & Market Street Masonry

In an effort to preserve significant historic and cultural properties in San Francisco, the department successfully proposed two areas for landmark district status for Market Street Masonry and Duboce Park.

Cited for its architectural significance, the Market Street Masonry Landmark District includes eight buildings on and near Market Street. All of the buildings in the district are separated along a stretch of Market Street, but are similar in structure and known for their association with San Francisco’s reconstruction after the 1906 earthquake and fire.

The Planning Department’s vision under the Market and Octavia Plan is to create a balance of new development while retaining historical features around Market Street. The designation of the Masonry Landmark District aligns with the department’s goal to revitalize and share San Francisco’s unique character.

The Duboce Park landmark district is cited for its architectural character and historical significance. Approved as the first residential landmark district since 2003, Duboce Park includes 87 residential buildings and three distinctive mid-block park entrances.

The shared history of the park and the adjacent residential development resulted in the rare siting of houses directly on the park, with no separation by road or sidewalk. Most buildings were constructed from 1899 to 1902 and were designed in the Queen Anne and Edwardian-era styles, resulting in a cohesive streetscape of cottages and flats.

Both districts were unanimously approved by the Board of Supervisors in 2013.

For more information on the Duboce Park Landmark District visit:
http://dubocepark.sfplanning.org

For more information on the Market Street Masonry Landmark District visit:
http://marketmasonry.sfplanning.org
Historic Landmarks: Sam Jordan’s Bar and Twin Peaks Tavern

The department celebrated two historical landmark designations, made possible by the historic preservation team.

Sam Jordan’s Bar (4004 Third Street) is significant due to its association with the late Sam Jordan, a prominent African American community leader, Golden Gloves champion, pioneering African American business owner along the Third Street corridor in the Bayview District, and the first African American candidate for Mayor of San Francisco (1963). The establishment was known as an organizing space and catalyst for community-based initiative.

In 1959, Mr. Jordan opened Sam Jordan’s Bar in a c.1880’s building that was originally constructed adjacent to the corrals, slaughterhouses, and tanneries associated with “Butchertown.” The bar is still in operation and is one of the oldest continuously operating African American businesses along the Third Street corridor.

The Twin Peaks Tavern (401 Castro Street) is the first known gay bar and is a living symbol of the liberties and rights gained by the lesbian, gay, bisexual, transgendered (LGBT) community in the second half of the 20th century.

First opened in 1935, the bar lease was purchased in 1972 by two lesbians and refurbished as a fern bar for a gay clientele. Housed in a turn-of-the-century building with an intact 1923 Mediterranean Revival-style façade in the heart of the Castro, the bar retains its expansive windows and other character-defining features and continues to serve the LGBT community.

The Board of Supervisors unanimously voted to landmark both iconic establishments for their historical status in January 2013.

“When working on landmarks, I enjoy meeting and learning the history of people like the Jordan family of Sam Jordan’s Bar, who are still deeply rooted in the African American community in the Bayview.”

- Mary Brown, Preservation Planner

Western SoMa

The department supported the Western SoMa Citizens Planning Task Force in an eight-year public planning process to create the Western SoMa Community Plan. Drafted in September 2008 and updated in October 2011, the plan is a comprehensive vision for shaping growth on the western side of the South of Market area.

Key objectives of the Western SoMa Area Plan include reducing land use conflicts between industry, entertainment and other competing uses, such as office and housing; protecting existing residential uses on the alleys; retaining existing jobs in the area; improving the public realm for pedestrians and bicyclists; and encouraging diverse and affordable housing. Achieving these objectives will help create a complete neighborhood with a high diversity of land uses.

The new plan supports and builds on the Eastern Neighborhoods Plan’s vision for the traditionally industrial and mixed use areas in the eastern part of the City. It complements the Eastern Neighborhoods Plan’s patterns of land use, urban form, public space, circulation, and historic preservation, while making adjustments to the Plan based on understanding the key issues through community outreach to the residents and workers in the area. The planning process also included associated legislation to amend the General Plan, Administrative Code, Planning Code, and Zoning Map to implement the Plan over time. An Implementation Document was created to outline the Plan’s Public Benefits Program, which addresses the specific public benefit needs of the area and explains the mechanisms to provide the necessary funding for those benefits.

As part of the project, the department completed the environmental impact report that analyzed the potential environmental effects associated with the Western SoMa Community Plan at a program level, and also analyzed impacts of the rezoning of adjacent parcels and the 350 Eighth Street project at a project-specific level.

The environmental impact report was certified and the Plan was adopted by the Planning Commission on December 6, 2012.

On March 19, 2013, the Board of Supervisors adopted the Western SoMa Area Plan and its associated legislative amendments.

For more info on the Western SoMa Area Plan: http://westernsoma.sfplanning.org
Japantown Cultural Heritage and Economic Sustainability Strategy

After several years of collaboration with San Francisco’s Japantown community, the Department published a draft of the Japantown Cultural Heritage and Economic Sustainability Strategy (JCHESS), a strategy document that focuses how the City can preserve and celebrate a neighborhood’s cultural heritage.

The goals of the Japantown Cultural Heritage and Economic Sustainability Strategy are:

- securing Japantown’s future as a historical and cultural heart of the Japanese and Japanese American Community,
- securing the neighborhood’s future as a thriving commercial and retail district,
- securing Japantown’s future as a home to residents and community-based institutions, and
- securing the neighborhood’s future as a physically attractive and vibrant environment.

In partnership with the Office of Economic and Workforce Development and the Japantown Organizing Committee, JCHESS includes a mix of actions from the City and the Japantown community that will support the overall vision of keeping Japantown a culturally rich, authentic, and economically vibrant neighborhood. Some of the proposed strategies include creating a Community Development Corporation, a Community Benefits District, a Neighborhood Commercial District, implementing the Invest in Neighborhoods program, and making improvements to Peace Plaza and the Buchanan Mall.

The draft JCHESS was published in July 2013. JCHESS was unanimously endorsed by the Historic Preservation and Planning Commissions in September 2013.

To download a draft of the JCHESS: [http://japantown.sfplanning.org](http://japantown.sfplanning.org)
California Pacific Medical Center

During the last fiscal year, the City re-negotiated a Development Agreement with California Pacific Medical Center (CPMC), as part of CPMC’s long range development plans to construct a new seismically-safe hospital and medical office building at Van Ness & Geary, a new seismically-safe hospital and medical office building at St. Luke’s Campus, and a new Neuroscience Institute building at the Davies Campus.

Last June, when CPMC was nearing the end of their approval process, a key provision of the proposed Development Agreement was brought into question. Based on some new information, the City could no longer support the Development Agreement, as negotiated. As a result, the City established a coalition consisting of three members of the Board of Supervisors (President Chiu, Supervisor Campos, and Supervisor Farrell), a mediator (Lou Giraudo), Mayor’s Office staff, and CPMC to renegotiate several key terms of this Agreement. Over the last fiscal year, this coalition worked together to negotiate the new terms, and the Development Agreement, along with all related pieces of legislation, were ultimately approved – unanimously – by the Planning Commission in May 2013 and the Board of Supervisors in July 2013.

Some key components of the renegotiated Development Agreement include:

- A secure future for St. Luke’s – 120 bed acute care hospital (40 more beds than the previous Agreement) with Centers of Excellence in Community and Senior Health, as well as comprehensive emergency services
- A smaller Cathedral Hill Hospital, with a maximum of 304 beds (a 251 bed reduction from the previous Agreement)
- A continued level of Baseline Charity Care for San Francisco’s most vulnerable populations for a period of 10 years. Over and above the Baseline Commitment, CPMC will be responsible for the healthcare services of 5,400 new Medi-Cal managed care beneficiaries for a period of 10 years
- Funding for a new Innovation Fund to support and improve the capacity of community clinics to increase their participation in managed Medi-Cal programs
- Protection of the City’s Health Service System (“HSS”) from premium increases by capping rates for 10 years
- Funding for affordable housing
- Funding for MTA transit facilities and service
- Funding for pedestrian safety and streetscape improvements
- Workforce requirements related to local hire for construction, job training programs, and the creation of career paths for San Franciscans

Because of this renegotiated Agreement, the City is on track to see the rebuild of two of the City’s most important hospitals, ensuring quality healthcare for patients and guaranteeing seismic safety for generations of San Franciscans.

For more info on the CPMC project: http://cpmc.sfplanning.org
CEQA Legislation

The California Environmental Quality Act (CEQA) ensures that decision makers are aware of potential environmental impacts prior to authorizing any project. While the goal is simple, the process is sometimes confusing. To compound the complexity, since administrative appeals of CEQA determinations were first allowed in 2002, San Francisco has had no legislative process or clear deadlines for appeals of the most commonly-issued determinations. Department staff found this lack of clarity resulted in 25% of attempted appeals of exemptions being disqualified from a hearing at the Board of Supervisors. Three different Board members attempted to solve this issue in past years.

This year, the Department successfully partnered with Supervisor Scott Wiener to develop legislation that paired concrete deadlines and new processes with improved public notice requirements. Supervisor Wiener introduced this legislation in the Fall of 2012. Since then, the legislation has had over a dozen public hearings and has been the subject of numerous meetings with both supporters and opponents of the legislation for feedback. Both the Planning Commission and Historic Preservation Commission recommended passage this fiscal year.

Now, after ten years, the City has codified rules around the CEQA appeal process. This big step forward will improve unnecessary delays and reduce confusion for both project sponsors and opponents. This success is the result of much thought and dialogue between the public, elected officials, the commissions, and staff. The final bill benefited from a consensus developed through additional leadership from Board President David Chiu and Supervisor Jane Kim. The final adopted law includes:

- established procedures and deadlines for appeals;
- enhanced the public notice procedures, including web posting and subscription based noticing;
- prioritized CEQA review for affordable housing and bike/pedestrian infrastructure projects; and
- mandated new review of modified projects and the opportunity for a reconsideration of whether a project was modified.
Bike Legislation

Bike ridership in San Francisco has significantly increased over the past decade, according to both national American Community Survey commute ridership counts and local SFMTA bicycle counts. This year, the Department proactively brought a comprehensive overhaul of bicycle parking requirements in the Planning Code to the Planning Commission in response to this surge in ridership and the resulting need for bicycle infrastructure.

The new law regulates long-term and short-term bicycle parking based upon the anticipated need for different uses. A residential or office building would require more long-term bicycle parking spaces for residents and employees, respectively, while a retail store would require more short-term bicycle parking to accommodate shoppers.

The new law also upgrades the number of bicycle parking spaces required for each type of building, based on best practices from similar cities with high bike ridership - such as Vancouver, Portland, and New York - as well as national standards from the Association of Pedestrian and Bicycle Professionals.

This forward-thinking bicycle parking law sets out to make San Francisco a national model for communities in support of bike use. The requirements also include other features such as:

- Prioritizing easy access to bicycle parking facilities through location and placement requirements;
- Allowing conversion of car parking to bicycle parking;
- Establishing design, layout, and clearance guidelines through user-friendly graphics in a Zoning Administrator Bulletin;
- Requiring City-owned buildings and garages to upgrade their existing bicycle parking facilities based on the new requirements; and
- Creating a new bicycle parking fund administered by the SFMTA to provide more bicycle racks on sidewalks (using revenue from optional fee payments in lieu of providing required visitor bicycle parking).
Green Connections Project

Green Connections is an effort to increase access to parks, open spaces, and the waterfront by envisioning a network of ‘green connectors’ – city streets that will be upgraded incrementally over the next 20 years to make it safer and more pleasant to travel to parks by walking, biking, and other forms of active transportation. The project aims to make the City more healthy, sustainable, and livable through features such as pedestrian and bicycle infrastructure, street trees and other landscaping, stormwater management techniques, and opportunities for beautification and public art.

A collaborative effort between the San Francisco Planning Department, San Francisco Municipal Transportation Agency, San Francisco Department of Public Health and the Mayor’s Office of Housing, the City partnered with three community-based organizations to assist with public outreach: San Francisco Parks Alliance, Walk San Francisco and Nature in the City. The Green Connections program held a number of public events and collected hundreds of public comments to help refine the Green Connections network and concept designs.

The project was funded through a grant awarded by the Strategic Growth Council, and includes the following deliverables:

- **Green Connections Network**: a map of 25 routes, totaling 115 miles of streets across the City that could be improved to better connect people to parks and open spaces.
- **Design Toolkit**: a set of 16 design typologies for street intersections and blocks that could be applied to routes, depending on local conditions and priorities.
- **Planting Palette**: a list of recommended plants that are well-suited to local conditions and that provide habitat for native wildlife.
- **Focus Neighborhood Conceptual Designs**: preliminary designs for routes in six Focus Neighborhoods: Bayview-Hunters Point, Chinatown, Potrero Hill, Tenderloin, Visitacion Valley, and Western Addition.
- **Implementation Document**: Funding sources and strategies available to the City, private sector and community members to get involved in completing the Green Connections network.

The draft Green Connections network was unveiled at an open house in October 2012 and is currently under environmental review. The Draft Green Connections report is expected to be complete in late 2013.

For more info on the Green Connections project: [http://greenconnections.sfplanning.org](http://greenconnections.sfplanning.org)
Highlights: Completed Projects

**NEW Live User Maps:** Three important new maps were developed in this fiscal year utilizing live data, displaying information on interactive maps for ease of use. The Privately-Owned Public Open Space (POPOS) and Public Art map features dozens of spaces and artwork available to the general public. The Landmarks map shows the exact location of each historic landmark, along with property information and images. The CEQA Exemptions map shows existing projects exempt from environmental review. And finally, the SFFind website was developed using the popular Property Information Map template. This tool allows residents to get information about city resources in their neighborhood – libraries, schools, elected officials, street sweeping schedules, and crime statistics.

http://popos.sfplanning.org

**NEW Internal Network Administration:** MS Office version upgraded from 2003 to 2010, migrated department emails from Lotus Notes to Microsoft Outlook/Office365; Windows 7 upgrade is still in progress.

Adoption of the Transit Center District Plan and Rezoning (August 2012): After approval by the Planning Commission in FY11-12, the Board of Supervisors unanimously adopted the Transit Center District Plan. The plan is a comprehensive vision for shaping growth on the southern side of Downtown to respond to and support the construction of the new Transbay Transit Center project, including the Downtown Rail Extension.

http://transitcenter.sfplanning.org

Adoption and implementation of Proposition C: created a 30-year Affordable Housing Trust Fund, and added supportive amendments to the City’s Planning Code.

Transportation and Streets Infrastructure Package (TSIP): Approval of $5 million in new capital funding for area plan public improvements as part of City FY13/14 capital budget (July 2013).

Better Market Street: Led by the Department of Public Works, completed the concept design phase in July 2013 and will begin environmental review this fall. Environmental review will be completed by 2015.

www.bettermarketstreetsf.com

Opening of the redesigned Jefferson Street in Fisherman’s Wharf: Since 2006, the department has been working with the Fisherman’s Wharf Community Benefit District and the community to revitalize an important regional destination along the waterfront and make significant pedestrian and bicycle improvements. A ribbon-cutting ceremony for the completion of the first phase of the Jefferson Streetscape Improvement Project took place in June 2013.

www.newjeffersonstreet.com

Castro Street Design Project: Completion of the conceptual design phase for Castro Street between Market Street and 19th Street, including sidewalk widening, intersection enhancements, improvements to Jane Warner Plaza, and new street furnishings, trees and lighting. The project was approved by the SFMTA Board in August 2013 with construction expected in January 2014.

http://castro.sfplanning.org
Chinatown Broadway Street Design: Completion of the design and project’s planning phase and publication of report (February 2013). The project developed a conceptual design for Broadway between Columbus Avenue and the Broadway Tunnel to enhance pedestrian safety, comfort and enjoyment of the street. The project has received full funding for detailed design and construction through Proposition AA and a One Bay Area Grant allocation, and is now entering the final design phase. 3

http://broadway.sfplanning.org

17th and Folsom Park: After a series of community meetings, a concept design for a new park at 17th and Folsom was developed and has been approved by the Recreation and Parks Commission. San Francisco Recreation and Parks is planning to construct the new park, funded in part by a grant from the California Statewide Park Program of the California Department of Parks and Recreation.

http://bartlettplaza.sfplanning.org

Landmark Designation Status for Doelger Building: In March 2013, the San Francisco Board of Supervisors unanimously approved to landmark the Doelger Building (320 Judah Street) for its historical significance serving as a headquarters building for the prolific San Francisco homebuilder, Henry Doelger. It was a prominent landmark in the Sunset District during 1930s - 1950s and served as an advertisement for Doelger’s successful house-building empire. 4

NEW Bartlett Mercado Plaza: In partnership with DPW, SFMTA, Rebar Design Group and the Mission Community Market, the Bartlett Mercado Plaza will create a pedestrian plaza to house weekly Mission Community Market and other community events. The final conceptual design phase for Bartlett Mercado Plaza was completed with construction anticipated to begin in April 2014. The expected completion date is January 2015. 7

http://bartlettplaza.sfplanning.org

Sunset District Historic Resource Survey: In the past year staff completed the Sunset survey, including a Historic Context Statement that focuses on the Sunset District’s prolific builder developers and residential tracts constructed from the mid-1920s into the post-War era. The survey covers 2,762 single-family houses in the Sunset District constructed from 1925 to 1950. It documents clusters of eligible historic districts and individual historic buildings, as well as buildings that do not qualify as eligible historic resources. The Historic Preservation Commission (HPC) adopted the Sunset survey findings on September 18, 2013.

http://sunsetsurvey.sfplanning.org
HIGHLIGHTS: COMPLETED PROJECTS

1. Transit Center District Plan

2. Jefferson Street

3. Better Market Street
After hearing community interest in seeing pedestrian/vehicular improvements at the Castro and 18th Street intersection, the City reexamined the design proposal for this intersection. Traffic data indicates that the number of cars turning left from north-bound Castro Street on to 18th Street is low enough to consider prohibiting this turn-movement. If north-bound left turns were prohibited, the north-bound left turn pocket could be eliminated and additional sidewalk widening could take place.

Benefits:
- Eliminates conflict between left-turning vehicles and pedestrians using western crosswalk (Walgreen’s to Harvey’s)
- Allows for additional sidewalk widening on Castro Street south of 18th Street
- Reduces pedestrian crossing distance across Castro Street

Trade-offs:
- May cause small number of north-bound vehicles to turn left on 19th Street and elsewhere to the south.

Reconfigured crosswalks
Maintain and demarcate gas station driveway
Convert curb-side PM tow-away lane into permanent parking lane.
Provide new crosswalk between Muni stop and sidewalk.

Relocated Kiosk Ginkgo Tree
Exact placement of site furnishings including street trees, leaning posts and bike racks will be finalized during the detailed design phase of the project.

TODAY PROPOSED
Muni Shelter
Jane Warner Plaza
Improvements, details TBD
Remove 17th Street-Only Lane
Extend Bike Lane
Historic Harvey Milk Residence and Castro Camera Shop Site mini-plaza.

Bike Rack
Leaning Post
Pedestrian-Scale Lighting
Roadway Lighting/Muni Pole
King Palm Existing Tree
N
CASTRO STREET DESIGN - COMMUNITY OPEN HOUSE
Chinatown Broadway Street Design

Doelger Building Historic Landmark

Bartlett Mercado Plaza
Highlights: Projects Underway

Pavement to Parks Parklet RFP: In January 2013, the City expanded the parklet program by opening a call for new parklet proposals around the city. In addition, the city developed the San Francisco Parklet Manual, a comprehensive overview of the goals, policies, procedures and guidelines for creating a parklet in San Francisco. After the closing date for parklet proposals, the department received 55 proposals, with notification for parklet approval to begin in August 2013. [1]
http://pavementtoparks.sfplanning.org

Cesar Chavez Streetscape Project: Construction has begun on the Cesar Chavez streetscape project, (conceptual planning led by Planning Department in 2011) including a new tree-lined median, stormwater planters and bicycle and pedestrian safety improvements. [2]

Cesar Chavez East: Design plans have been completed for Cesar Chavez East to improve the pedestrian and bicycle environment on this underserved corridor using grant funds from CalTrans Environmental Justice Program. [3]
http://chavzeast.sfplanning.org

Eco-District Program: Through the department’s sustainable development program, the department created an Eco-District Program Framework for the Central Corridor. The goal of the program is to implement an infrastructure systems-based approach to meeting water and energy goals for the plan area, under the guidance of a Central Corridor Eco-District Task Force. [4]
http://sustainabledevelopment.sfplanning.org

http://haightashbury.sfplanning.org

http://urbanforest.sfplanning.org

Visitacion Valley/Schlage Lock Plan: Development of a revised master plan and economic strategy to stimulate change on this 20-acre opportunity site, in the wake of the demise of Redevelopment Agency and the related loss of public funding. [7]
http://visvalley.sfplanning.org

Fisherman’s Wharf Public Realm Plan: A comprehensive vision for the streets, open spaces and new development in the neighborhood, expected to be adopted in the fall of 2013. Funding for the remaining three blocks of the plan’s signature project, the redesign of Jefferson Street, will be sought in 2013-14.
http://fishermanswharf.sfplanning.org

Walk First Investment Strategy: Building on recommendations of WalkFirst, the Investment Strategy will develop a prioritized citywide capital project list of pedestrian safety and walkability improvements. Project is a partnership between the Controller’s Office, SFMTA, and the Planning Department. Expected completion: Winter/Spring 2014.
http://walkfirst.sfplanning.org

Health Care Services Master Plan: Conclusion of the Health Care Services Master Plan (HCSMP) Task Force and publication of the Health Care Services Master Plan (July 2013), which identifies needs for health care services in San Francisco and recommends how to achieve an appropriate distribution of health care services. Adoption expected Fall 2013.
General Advertising Signs: In told, 84 signs were removed last year. This includes 18 removed through enforcement action and 66 that were removed voluntarily or due to adjoining development. This brings the total inventory of legal signs down to 818. There are only 54 illegal signs that are pending removal. Most of these signs are the subject of ongoing litigation.

http://gasp.sfplanning.org

NEW Case Coordinator Framework: The Planning Department is designing a project management process for all major, active cases whereby one person will be responsible for: (1) keeping all of the elements of a project together; (2) tracking project status using advanced scheduling software; and (3) serving as the main point-of-contact for all internal and external stakeholders. Staff designated as Case Coordinators will receive proper project management and scheduling software training.

Permit & Project Tracking System: The Permit & Project Tracking System (PPTS) is intended to integrate the permit tracking systems of the Department of Building Inspection, Planning Department, and other City agencies by consolidating multiple systems into one citywide permitting system. To date, the analysis and configuration phases of the project have been completed. Phase 1 of the User Acceptance Testing of the configured system began in early May, and the remaining 2 rounds of testing will occur in 2013. Due to additional requirements of the system by both Planning and DBI, the scope of the project has expanded, resulting in a new launch date in Q3 of FY13-14.

http://ppts.sfplanning.org

NEW File Digitization: Operations staff successfully began digitizing and archiving hardcopy Commission motions and resolutions.

Server Consolidation: The department continued work on the consolidation of an enterprise server room with the Human Services Agency and Department of Building Inspection at 1660 Mission Street in order to reduce technology and infrastructure costs.

NEW Storage Area Network: The department added an extensive amount of capacity on its storage area network, or SAN, to accommodate more data storage, as well as prepare for the digitization of many historical case files that will allow for easy searching and accessibility by staff and the public.
Why a Plan? Recommendations for to ensure an expanded, healthy and longevity. The Urban Forest needs a long-term plan to ensure its asset worth $1.7 billion. Like the Our urban forest is a valuable capital approach puts trees at further risk unpopular with the public, this trees is increasingly being trans- the smallest of any large US city. Lack of funded and inadequately maintained, Streetscape Project

ISSUES FACING STREET TREES:

- Fragmented Structure
- Maintenance Inadequate
- Funding Insufficient & Canopy
- Shrinking Tree
- Insufficient &

Today, San Francisco is a vibrant city with a highly pre-historic trees can still be found in isolated patches city's less foggy eastern side. Remnants of the land's

dunes, grasslands, wetlands, riparian and coastal

cisco's original landscape had very few trees. Prior to

Trees and plantings located along sidewalks and medians provides the opportunity to increase plantable spaces and regen-ation in the urban environment.

- Canopy
- STREETS
- WALK PATS
- PARKS
- RECREATION

Trees and plantings on private property including the fronts and backyards of homes and commercial buildings make a significant par- of the urban forest.

What is an Urban Forest?

The San Francisco Urban Forest is the tree canopy, roadside, greenbelts, street trees, city parks, community gardens, and greenroofs that make up the ecological and amenity benefits of the urban forest. The Urban Forest is the green infrastructure of our city, providing numerous benefits to the health and well-being of the community.

- Improved Air Quality
- Clean Air
- Air Pollution
- Habitat
- Greenhouse Gas Emissions
- Primarily Wildlife
- Human Centered
- Increased Biodiversity

Amount of atomospheric pollutants

     tons

   808,056,070

   CHICAGO

   24%

   NEW YORK CITY

   23%

   SEATTLE

   25%

   PORTLAND

   37%

   SAN FRANCISCO

   20%

   WILDLIFE

- Trees and plantings along sidewalks and medians provide a host of benefits for
  - Shade
  - Green space
  - Stormwater management
  - Wildlife habitat

Amount of carbon stored by the city's

   urban forest

   196,000

   trees

   105,000

   trees grow along San Francisco's streets.

   Trees and plantings located along sidewalks and medians provide the opportunity to increase plantable spaces and regen-ation in the urban environment.
Communications, Outreach & Engagement

With the introduction of the new Communications function within the department, and the release of the City’s first Public Outreach and Engagement Effectiveness Report, the department’s level of public outreach and internal engagement has significantly expanded and improved in the past fiscal year.

Based on the report’s findings and resulting recommendations, the department launched a number of new communications initiatives to help further the department’s goal of increasing awareness and improving engagement.

**Public Outreach and Engagement Team:** An internal advisory group charged with the role of providing advice and support to staff on public outreach-related issues, identifying staff training needs, and developing resources to assist staff in their engagement efforts.

**Public Participation Training:** Over 30 staff attended a five-day training program with the International Association of Public Participation to learn public participation planning, communications skills, and techniques to engage the public. The department also hosted a one-day training session with the Davenport Institute for Public Engagement and Civic Leadership to over 60 department staff and staff from other city agencies.

**Ambassador Program:** A team of 19 planners selected to be ambassadors for the department, responsible for engaging the general public through attendance at community events. The ambassadors are scheduled to attend 10 community events in 2013, with plans to develop seminars on topics such as permits, legislation, and historic preservation.

**Employee Newsletter:** A bi-monthly electronic newsletter intended to inform, engage and celebrate staff. Regular features include A Message from the Director, Staff Spotlight and contests.

**Social Media:** A concerted effort in expanding the department’s presence on social media began in this fiscal year, increasing Twitter followers by 28% (1648), Facebook followers by 25% (378). Work is underway to develop videos on common Planning topics.

**Electronic Notices:** Work is underway to offer more notices in electronic format and allow the public to be notified when changes are made to a project webpage. Subscribers will also be able to choose to receive notices via email or text message.

**Improved Access to Information:** Developed internal standard operating procedures to ensure compliance with the City’s Language Access Ordinance and the federally mandated Americans with Disability Act. An internal Language Access committee was developed to explore ways to improve internal processes and provide information to the general public about free language services.
Publications

Completed Reports

4th & King Railyards Study: a study of the air rights development over the 4th and King Railyards. ¹

Japantown Cultural Heritage and Economic Sustainability Strategy (JCHESS) (Initial Draft February 2013, Full Draft July 2013). ²

Pedestrian Strategy: an outline of specific departmental commitments to improve pedestrian safety and walkability in San Francisco.

Street Tree Census: information on location, age, species type and condition of the City’s street trees

Street Tree Financing Study: study to identify a range of potential funding strategies to address the costs of street trees.

Invest in Neighborhoods Neighborhood Commercial District Assessments: Neighborhood profiles featuring information on demographic and socio-economic analysis, existing physical conditions, and a listing of opportunities and challenges. ³

Roadmap for City Food Sector Innovation and Investment: a report guiding cities to develop local food investment strategies, create new jobs and strengthen local businesses while increasing a community’s access to healthy, local and sustainably grown foods.

Downtown Plan Annual Monitoring Report 2011 ⁴

Commerce & Industry Inventory 2011 ⁵

San Francisco Parklet Manual (February 2013) ⁶

Public Outreach and Engagement Report: A report outlining the of the department’s effectiveness in engaging the general public on Planning activities and projects. ⁷

Interagency Plan Implementation Committee (IPIC) Annual Report: A report on impact fees budgeted as part of the City’s 10-year capital plan.

Completed Plans

Health Care Services Master Plan

Central Corridor Plan Draft for Public Review: an integrated community vision for the southern portion of the Central Subway rail corridor is South of Market. ⁸

Completed Public Realm/Streetscape Plans

Castro Street – concept design (May 2013)

Chinatown Broadway Community Design Plan (February 2013)

Better Market Street – concept design alternatives (July 2013)

Bartlett Mercado Plaza concept design (June 2013)

Many of these publications can be downloaded from: www.sfplanning.org
Published Environmental Impact Reports

- 200-214 Sixth Street (Draft)
- 706 Mission FEIR and EIR Appeal (Final)
- 706 Mission Street, The Mexican Museum and Residential Tower Project (Final)
- 8 Washington/Seawall Lot 351 Project (Final)
- 801 Brannan and One Henry Adams Project (Final)
- CPMC Final EIR and Revised Project Addendum (Final)
- San Antonio Backup Pipeline Project EIR (Final)
- The Peninsula Pipelines Seismic Upgrade Project (Draft)
- The SF Overlook Residential Project EIR (Final)
- Western SoMa Community Plan, Rezoning of Adjacent Parcels and 350 Eighth Street Project (Final)

Download these EIRs and more: http://www.sf-planning.org/index.aspx?page=1828
Awards & Accolades

Fisherman's Wharf Public Realm Plan, Jefferson Streetscape

2013 Connecting People to Beautiful Spaces Award, SF Beautiful

General Advertising Sign Program

2013 San Francisco Beautiful Award, Scenic America and SF Beautiful

34th America’s Cup Environmental Impact Report/Environmental Assessment and Permitting

2013 President’s Award, National Association of Environmental Professionals

2013 Outstanding Award, Association of Environmental Professionals

Property Information Map

2012 Government-to-Citizen Local Government Award, Digital Government Achievement Award

2012 Bright Ideas in Government Award, Ash Center for Democratic Governance and Innovation
Grants

Grants Awarded in 2012-2013

- **$300,000**
  - Awarded by Re.Invest Initiative and Rockefeller Foundation for an analysis on San Francisco’s *eco-district water systems*.

- **$250,000**
  - Awarded by Caltrans Environmental Justice to create designs that will enhance neighborhood identity and improve pedestrian access on Mission Street.

- **$250,000**
  - Awarded by Caltrans Community Based Transportation Planning to improve pedestrian circulation within the *Market-Octavia Plan* area.

- **$81,478**
  - Awarded by the Historic Preservation Fund Committee to research and author a *historic context statement* on the African-American/Black experience in San Francisco.

- **$55,550**
  - Awarded by Friends of City Planning for *special projects* and *professional development*.

- **$49,000**
  - Awarded by the Columbia Foundation to assess the demand for manufacturing space, opportunities for job creation and connections with local farmers, and other required inputs necessary to stimulate the *food industry* cluster.

Grants Completed in 2012-2013

- **$250,000**
  - Caltrans Community Based Transportation Planning: improve pedestrian circulation within the *Market-Octavia Plan* area.

- **$88,528**
  - National Park Service Preserve America: designate and promote historical resources in the *Market and Octavia Plan* area.

- **$22,500**
  - Office of Historic Preservation Certified Local Government Program: develop a *historic context statement* for builder tract housing development from 1925-1950 in the Sunset District.
“Through my years working in our Finance division, I see how hard planners work and have a greater appreciation for what they do. It feels good to work together and make this department run smoothly.”

- Yvonne Ko, Senior Revenue Analyst
“I love my job because I get to work with so many different people every day.”

- Lulu Hwang, Operations Manager
Planning by the Numbers
2012-2013 Stats

Approved Building Permits

<table>
<thead>
<tr>
<th>FY 2012/13</th>
<th>5-Year Trend</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Construction</td>
<td>172</td>
</tr>
<tr>
<td>Existing Alterations</td>
<td>6,841</td>
</tr>
</tbody>
</table>

Changes to the Planning Code

<table>
<thead>
<tr>
<th>FY 2012/13</th>
<th>5-Year Trend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Text Changes</td>
<td>40</td>
</tr>
<tr>
<td>Zoning Changes</td>
<td>13</td>
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General Plan Referrals

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<tr>
<th>FY 2012/13</th>
<th>5-Year Trend</th>
</tr>
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<tbody>
<tr>
<td>60</td>
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Variance

<table>
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<tr>
<th>FY 2012/13</th>
<th>5-Year Trend</th>
</tr>
</thead>
<tbody>
<tr>
<td>190</td>
<td></td>
</tr>
</tbody>
</table>

Completed Environmental Reviews

<table>
<thead>
<tr>
<th>FY 2012/13</th>
<th>5-Year Trend</th>
</tr>
</thead>
<tbody>
<tr>
<td>107</td>
<td></td>
</tr>
</tbody>
</table>

Projects Categorically Exempt from Environmental Review

<table>
<thead>
<tr>
<th>FY 2012/13</th>
<th>5-Year Trend</th>
</tr>
</thead>
<tbody>
<tr>
<td>595</td>
<td></td>
</tr>
</tbody>
</table>

Filed Discretionary Reviews

<table>
<thead>
<tr>
<th>FY 2012/13</th>
<th>5-Year Trend</th>
</tr>
</thead>
<tbody>
<tr>
<td>108</td>
<td></td>
</tr>
</tbody>
</table>

Designated Landmarks & Districts

<table>
<thead>
<tr>
<th>FY 2012/13</th>
<th>5-Year Trend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Landmarks</td>
<td>3</td>
</tr>
<tr>
<td>Landmark Districts</td>
<td>2</td>
</tr>
</tbody>
</table>

Zoning Administrator Letters of Determination

<table>
<thead>
<tr>
<th>FY 2012/13</th>
<th>5-Year Trend</th>
</tr>
</thead>
<tbody>
<tr>
<td>287</td>
<td></td>
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</tbody>
</table>

2012/2013 STATS
Project Activity

<table>
<thead>
<tr>
<th>Project Review Meetings Conducted for Potential Projects</th>
<th>Preliminary Project Assessment Applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>329</td>
<td>79</td>
</tr>
</tbody>
</table>

Enforcement

<table>
<thead>
<tr>
<th>Cases closed</th>
<th>FY 2011/12 Comparison</th>
</tr>
</thead>
<tbody>
<tr>
<td>775 cases</td>
<td></td>
</tr>
<tr>
<td>452 cases</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>New cases</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>760</td>
<td>457</td>
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</table>

<table>
<thead>
<tr>
<th>Amount collected in penalties, code violation, and other fees</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>$109,895</td>
<td>$81,997</td>
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Internal Help Desk Support

<table>
<thead>
<tr>
<th>HelpDesk tickets created</th>
<th>Resolved within 24 hours</th>
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</thead>
<tbody>
<tr>
<td>931</td>
<td>83%</td>
</tr>
</tbody>
</table>

Web Statistics

<table>
<thead>
<tr>
<th>Total number of visits to website</th>
<th>Total unique visitors to website</th>
<th>Total number of page views</th>
</tr>
</thead>
<tbody>
<tr>
<td>495,393</td>
<td>272,050</td>
<td>1,085,206</td>
</tr>
</tbody>
</table>

Property Information Map

<table>
<thead>
<tr>
<th>Average unique visitors per weekday</th>
<th>Average hits per weekday</th>
<th>Average searches per weekday</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,850</td>
<td>75,000</td>
<td>2,800</td>
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</table>

Board of Appeals

<table>
<thead>
<tr>
<th>Appeals (including the first appeal of a decision by the Historic Preservation Commission)</th>
</tr>
</thead>
<tbody>
<tr>
<td>36</td>
</tr>
<tr>
<td>Upheld</td>
</tr>
<tr>
<td>Overruled *</td>
</tr>
<tr>
<td>Withdrawn</td>
</tr>
<tr>
<td>Awaiting Final Action</td>
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</tbody>
</table>

Planning Information Center

<table>
<thead>
<tr>
<th>Average number of customers a day</th>
<th>Average number of customers a week</th>
</tr>
</thead>
<tbody>
<tr>
<td>83</td>
<td>417</td>
</tr>
</tbody>
</table>

* ultimately approved by the Board with additional conditions

The department’s award-winning online tool, the Property Information Map (www.propertymap.sfplanning.org), gives public access to a wealth of property information simply by entering an address. Since its launch date, the site has more than 48 million hits with nearly 1 million unique visitors.
Case Activity

- **Active Cases Filed in Current (2012-2013) Fiscal Year**
- **Entitled Cases in Current (2012-2013) Fiscal Year**

A "case" refers to all planning cases (i.e. conditional use, variance, etc.), not building permits.
Case & Permit Volume Trends

The department assumed that planning case and building permit volumes would increase by 3% in FY12-13 from the prior fiscal year in the budget. Very early in the fiscal year, the department saw an influx of many applications, many of which were for much larger-scale projects. Overall, total volume of planning cases and building permits were up by 7.6% in FY12-13 compared to FY11-12. The largest volume increases were realized with building permits for new construction, environmental evaluations including categorical exemptions, Mills Act, and variances. FY12-13 volumes were the largest since FY07-08.

Source: Case Edit Intake Database & DBI Permit Database Downloads

Note: DBI Permit Tracking System data by fiscal year may vary slightly due to permit issuance timing.
<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
<th></th>
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<tr>
<td>Transportation Study Analysis</td>
<td>14</td>
<td>23</td>
<td>12</td>
<td>29</td>
<td>24</td>
<td>13</td>
<td>10</td>
<td>11</td>
<td>9</td>
<td>16</td>
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<tr>
<td>Certificate of Appropriateness</td>
<td>39</td>
<td>45</td>
<td>43</td>
<td>35</td>
<td>58</td>
<td>43</td>
<td>45</td>
<td>38</td>
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<td>82</td>
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<td>Annual Limit Comp.</td>
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<td>4</td>
<td>7</td>
<td>7</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>13</td>
<td>12</td>
</tr>
<tr>
<td>Conditional Use + CU Appeal</td>
<td>162</td>
<td>154</td>
<td>155</td>
<td>126</td>
<td>190</td>
<td>152</td>
<td>130</td>
<td>137</td>
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<td><strong>183</strong></td>
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<td>Discretionary Review</td>
<td>305</td>
<td>312</td>
<td>254</td>
<td>202</td>
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<td>152</td>
<td>130</td>
<td>137</td>
<td>130</td>
<td><strong>108</strong></td>
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<tr>
<td>Environmental Evaluation + Appeals</td>
<td>187</td>
<td>211</td>
<td>117</td>
<td>98</td>
<td>108</td>
<td>91</td>
<td>85</td>
<td>79</td>
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<tr>
<td>Categorical Exemptions</td>
<td>8</td>
<td>66</td>
<td>184</td>
<td>286</td>
<td>455</td>
<td>303</td>
<td>294</td>
<td>314</td>
<td>421</td>
<td><strong>595</strong></td>
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<td>Federal E Review for MOCD</td>
<td>49</td>
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<td>16</td>
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<td>5</td>
<td>5</td>
<td>10</td>
<td>136</td>
<td>5</td>
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<td>0</td>
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<td>1</td>
<td>0</td>
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<td><strong>1</strong></td>
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<tr>
<td>Permit to Alter</td>
<td>1</td>
<td>3</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>66</td>
<td>79</td>
<td><strong>98</strong></td>
</tr>
<tr>
<td>Institutional Master Plan</td>
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<td>2</td>
<td>2</td>
<td>6</td>
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<td>Variance</td>
<td>225</td>
<td>268</td>
<td>282</td>
<td>240</td>
<td>255</td>
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<td>Downtown Control Exception</td>
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<td>13</td>
<td>15</td>
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<tr>
<td>Building Permits (New Construction)</td>
<td>237</td>
<td>225</td>
<td>222</td>
<td>215</td>
<td>131</td>
<td>82</td>
<td>54</td>
<td>123</td>
<td>86</td>
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<td>Building Permits (Existing Alterations)</td>
<td>8,334</td>
<td>8,113</td>
<td>7,682</td>
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<td>7,365</td>
<td>6,073</td>
<td>6,247</td>
<td>6,207</td>
<td>6,437</td>
<td><strong>6,841</strong></td>
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<td><strong>TOTAL</strong></td>
<td>10,115</td>
<td>10,030</td>
<td>9,664</td>
<td>9,099</td>
<td>9,462</td>
<td>7,650</td>
<td>7,637</td>
<td>7,850</td>
<td>11,248</td>
<td><strong>11,737</strong></td>
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</tbody>
</table>
During the FY2012-14 budget process, the department revised its set of performance measures to focus more on outcomes, efficiency and customer service. The intent is to more accurately track the work of the department, and inform and encourage more performance-based decision making by staff and management.

This year’s performance to complete the required review of planning cases and building permits to approval or disapproval within a targeted number of days was mixed and still below the set targets. Objectives were adversely affected by the increase in workload of many larger-scale projects that required additional, more complex and comprehensive review. Staffing levels have stayed relatively flat with few new hires and a number of staff lost due to attrition. (See Staff List on page 56)

The department saw an improvement in the processing of conditional use, discretionary review and various environmental review applications, but review times for building permits and general plan referrals were longer. The department also began reporting on how public event participants rate our various community events, such as workshops.
<table>
<thead>
<tr>
<th>#</th>
<th>PERFORMANCE MEASURE</th>
<th>GOAL</th>
<th>TYPE</th>
<th>FY 2012/13 ACTUAL VS. TARGET</th>
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<tbody>
<tr>
<td>1</td>
<td>Percentage of all building permits involving new construction and alterations review, approved or disapproved within 90 days</td>
<td>Perform timely and comprehensive review of applications</td>
<td>Efficiency</td>
<td>63% vs. 75%</td>
</tr>
<tr>
<td>2</td>
<td>Percentage of conditional use applications requiring Commission action approved or disapproved within 180 days</td>
<td>Perform timely and comprehensive review of applications</td>
<td>Efficiency</td>
<td>57% vs. 70%</td>
</tr>
<tr>
<td>3</td>
<td>Percentage of public initiated Discretionary Review applications approved or disapproved within 120 days</td>
<td>Perform timely and comprehensive review of applications</td>
<td>Efficiency</td>
<td>62% vs. 80%</td>
</tr>
<tr>
<td>4</td>
<td>Percent of event participants who rated community events as good or very good</td>
<td>Engage with the community regarding Planning-related projects</td>
<td>Customer Service</td>
<td>88% vs. 80%</td>
</tr>
<tr>
<td>5</td>
<td>Percent of general plan referrals completed within 45 days</td>
<td>Perform timely and comprehensive review of projects</td>
<td>Efficiency</td>
<td>80% vs. 90%</td>
</tr>
<tr>
<td>6</td>
<td>Transit Center District Plan submittal for final approval at the Board of Supervisors by December of 2012</td>
<td>Successfully implement Planning priority projects</td>
<td>Outcome</td>
<td>Yes ✓ Yes ✓</td>
</tr>
<tr>
<td>7</td>
<td>Percent of projected development impact fee revenue for the following 2 fiscal years programmed by fiscal year end.</td>
<td>Successfully program development impact fee revenue</td>
<td>Outcome</td>
<td>87% vs. 90%</td>
</tr>
<tr>
<td>8</td>
<td>Percent of all environmental impact reports (EIRs) completed within 24 months</td>
<td>Perform timely and comprehensive review of applications</td>
<td>Efficiency</td>
<td>50% vs. 75%</td>
</tr>
<tr>
<td>9</td>
<td>Percent of Negative Declarations (Neg Decs), Class 32s, Community Plan Exemptions (CPEs), and Addenda completed within 9 months.</td>
<td>Perform timely and comprehensive review of applications</td>
<td>Efficiency</td>
<td>68% vs. 75%</td>
</tr>
<tr>
<td>10</td>
<td>Percentage of categorical exemptions reviewed within 45 days</td>
<td>Perform timely and comprehensive review of applications</td>
<td>Efficiency</td>
<td>84% vs. 75%</td>
</tr>
<tr>
<td>11</td>
<td>Percent of complaints where enforcement proceedings have been initiated within 30 business days of complaint filing.</td>
<td>Effectively compel compliance for cases in violation</td>
<td>Outcome</td>
<td>99% vs. 95%</td>
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<tr>
<td>12</td>
<td>Percentage of Ordinances initiated by an elected office that are reviewed by the Commission within 90 days or continued at the request of the elected official.</td>
<td>Perform timely review of legislation.</td>
<td>Efficiency</td>
<td>100% vs. 85%</td>
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<tr>
<td>13</td>
<td>Percent completion of the Permit and Project Tracking System (PPTS) to be fully implemented for staff use by November of 2013</td>
<td>Implement the new PPTS system in a timely manner</td>
<td>Outcome</td>
<td>71% vs. 100%</td>
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<tr>
<td>14</td>
<td>Planning core network uptime percent</td>
<td>Ensure high availability of the Department's machines and systems</td>
<td>Outcome</td>
<td>99.9% vs. 99.9%</td>
</tr>
<tr>
<td>15</td>
<td>Percent of helpdesk requests resolved within 24 hours</td>
<td>Respond to information requests in a timely and professional manner</td>
<td>Customer Service</td>
<td>83% vs. 75%</td>
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</tbody>
</table>
Financial Report

Total Revenues

- Charges for Services (Fees) $21,109,469
- Grants $1,075,319
- Expenditure Recovery $1,216,771
- General Fund Support $4,784,151

Total Revenues $28,185,710

Fee Revenue

- Building Permit Alterations $9,322,807
- Building Permit New Construction $1,599,386
- Environmental Review Fees $5,051,119
- Other Short Range Planning Fees $1,826,367
- Conditional Use Fees $2,361,968
- Variance Fees $351,610
- Sign Program & Code Enforcement $360,107
- Certificate of Appropriateness Fees $236,105

Total Fee Revenue $21,109,469

Expenditures

- Salaries & Fringe $20,886,572
- Overhead $564,028
- Non-Personnel Services, Materials & Supplies, Capital & Projects $2,863,472
- Services of Other Departments $3,871,638

Total Expenditures $28,185,710
### General Fund Support for the Planning Department 2003-2013

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<td>Fees &amp; Other Revenues</td>
<td>$13.2</td>
<td>$16.1</td>
<td>$16.0</td>
<td>$19.1</td>
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<td>$20.5</td>
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<td>$0.4</td>
<td>$1.5</td>
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<td>$3.2</td>
<td>$3.4</td>
<td>$1.4</td>
<td>$1.9</td>
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<td>Total Revenues</td>
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<td>$16.5</td>
<td>$17.5</td>
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<td>$23.8</td>
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#### General Fund Support %

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<td>0%</td>
<td>3%</td>
<td>8%</td>
<td>10%</td>
<td>13%</td>
<td>12%</td>
<td>14%</td>
<td>6%</td>
<td>8%</td>
<td>17%</td>
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#### 2012-2013 General Fund Support

- **$4.8M**
- **17%** of Total Revenue

### NOTES:

- In FY03-04 through FY05-06, appropriations from the Building Inspection Fund were used in lieu of General Fund Support ($2.3 Million, $5.3 Million and $1.7 Million, respectively).
- Increase in FY11-12 Proposed Budget due to the Health Care Services Master Plan.
2012-2013 Staff List

Planning Department Staff

Aaron Hollister  
Aaron Starr  
Adam Varat  
Adrian Putra  
Adrienne Aquino  
Agnes Lau  
Aksel Olsen  
Alexis Smith  
Alicia John-Baptiste  
Allison Vanderslice  
Alton Chinn  
Amnon Ben-Pazi  
Andrea Contreras  
Andrea Green  
Andrea Modena  
Angela Huisman  
AnMarie Rodgers  
Audrey Desmuke  
Belle La  
Ben Fu  
Bill Wycko  
Brett Bollinger  
Brian Smith  
Brittany Bendix  
Candace SooHoo  
Casey Noel  
Cathy Thai  
Chelsea Fordham  
Chris Kern  
Christine Haw  
Christine Lamorena  
Christopher Espiritu  
Claudia Flores  
Corey Teague  
Craig Jung  
Daniel Sider  
Danielle Harris  
Dario Jones  
David Alumbaugh  
David Lindsay  
David Winslow  
Debra Dwyer  
Delvins Washington  
Devyanl Jain  
Diana Sokolove  
Diego Sánchez  
Don Lewis  
Donnie Wong  
Doug Vu  
Edgar Oropeza  
Elizabeth Puri  
Elizabeth Skrondal  
Elizabeth Watty  
Erika Jackson  
Evamarie Atijera-Taylor  
Gary Chen  
Genta Yoshikawa  
Georgia Powell  
Gladys Fausto-Chan  
Glenn Cabreros  
Greg Riessen  
Gretchen Hilyard  
Heidi Kline  
Hien Nguyen  
Ilaria Salvadori  
Irene Cheng Tam  
Irene Nishimura  
Isabelle Vulis  
Isoken Omokaro  
Janice Shambray  
Jeanie Poling  
Jeff Joslin  
Jeffrey Speirs  
Jeremy Shaw  
Jessica Look  
Jessica Range  
Joanna Linsangan  
John Rahaim  
Johnny Jaramillo  
Jonas Ionin  
Jonathan Lammers  
Jonathan Purvis  
Jonathan Purvis  
Jonathan Swae  
Jose Campos  
Joshua Switzky  
Josie Lee  
Joy Navarrete  
Julian Banales  
Kanishka Burns  
Karen Zhu  
Kate Conner  
Kate McGee  
Kay Cheng  
Kearstin Dischinger  
Kei Zushi  
Keith DeMartini  
Kelley Amdur  
Kelly Wong  
Kevin Brusatori  
Kevin Guy  
Kimberly Durandet  
Kimia Haddadan  
Laura Lynch  
Lily Langlois  
Lily Yegazu  
Linda Avery-Herbert  
Lisa Chau  
Lisa Chen  
Lisa Gibson  
Lulu Hwang  
Margaret Yuen  
Maria Oropeza-Mander  
Mark Luellen  
Marlo Isaac  
Martin Thibodeau  
Mary Brown  
Mary Woods  
Mat Snyder  
Menaka Mohan  
Michael Eng  
Michael Jacinto  
Michael Smith  
Michael Webster  
Michael Wynne  
Micheal Sanders  
Michelle Stahlhut  
Milton Martin  
Monica Huggins  
Monica Pereira  
Moises Aceves  
Moses Corrette  
Nannie Turrell  
Neil Hurshowy  
Nicholas Perry  
Nora Priego-Ramos  
Omar Masry  
Ozzie Taeb  
Paolo Ikezoe  
Patricia Gerber  
Patrick Race  
Paul Chasan  
Paul Maltzer  
Pilar LaValley  
Rachel Schuett  
Rachna  
Randall Dean  
Richard Sucre  
Rick Cooper  
Rick Crawford  
Robin Abad Ocubillo  
Sandra Soto-Grondona  
Sara Vellve  
Sarah Dennis Phillips  
Sarah Jones  
Scott Edmondson  
Scott Sanchez
Employee Milestones Achieved Last Fiscal Year

Years of Service to the Department

Sharon Lai
Sharon Young
Sheila Nickolopoulos
Shelley Caltagirone
Sophie Hayward
Steve Wertheim
Steven Smith
Susan Chu
Susan Exline
Susan Mickelsen
Susan Parks
Susan Wong
Tara Sullivan
Tatyana Sheyner
Teresa Ojeda
Theresa Monchez
Tom Wang
Timothy Frye
Timothy Johnston
Tina Tam
Tom DiSanto
Viktoriya Wise
VirmaLiza Byrd
Vladimir Vallejo
Wade Wietgrefe
Yvonne Ko

Amnon Ben-Pazi
Andrea Contreras
Christine Lamorena
Diego R Sánchez
Don Lewis
Jessica Range
Jon Swae
Lily Langlois
Devyani Jain
Genta Yoshikawa
Kevin Guy
Pilar LaValley
Nicholas Perry
Sharon Lai
John Rahaim
Chelsea Fordham
Jean Poling
Ilaria Salvadori
Mary Brown
Mike Wynne
Monica Pereira

Adam Varat
Rachna

Lulu Hwang

Andrea Green
David Alumbaugh
Joy Navarrete
Mary Woods
Ozzie Taeb

Irene Cheng Tam

Planning Interns

Alexandra Kirby
Andrea Kramar
Andrew Perry
Angela Locke
Arthur Alagao
Avi Asherov
Benjamin Caldwell
Brian Wang
Carianne Mei
Casey Hagerman
Corwin Bell
David Mitchell
Eroch Mak
Forrest Chamberlain
Hannah Clark
Jenny Wun
Joshua Ollinger
Julie Luu
Karita Cheung
Lawrence Ng
Lawrence Ma