

**REASONABLE
MODIFICATION
ORDINANCE**

REASONABLE MODIFICATION ORDINANCE

Administrative Reasonable Modification

- **Parking**
- **Access Ramps**
- **Elevators**
- **Additional Habitable Space**

Standard Variance

- **All Other Requests**
Subject to the rules in Section 305
of the Planning Code

PARKING

Exceptions

- For rear yard and front set back

IF

- No physical structure proposed
- Limited to 5 years (renewal available)



ACCESS RAMPS

Exceptions

- Process
- Front, side, rear set back

IF

- Do not impact historical structure
- Easily removable



ELEVATORS

Exceptions

- Process
- Rear and side yard

IF

- Not visible from Street (ROW)
- Set back 10 feet from property line




ADDITIONAL HABITABLE SPACE

Exceptions

- Interior Connection to Main Floor Occupancy

IF

- Within the building envelope
- Does not result in an additional Dwelling Unit



**SAN FRANCISCO
PLANNING
DEPARTMENT**

**ZONING ADMINISTRATOR
BULLETIN NO. 1**

Developing Ground Floor Accessory Rooms In Residential Buildings

Section 307 of the Planning Code mandates the Zoning Administrator to issue and adopt such rules, regulations and interpretations as are in the Zoning Administrator's opinion, necessary to administer and enforce the provisions of the Planning Code. [Section 7.502 of the San Francisco Charter charges the Zoning Administrator with the responsibility of administering and enforcing the Planning Code.]

<small>Date:</small> JUNE 1993	<small>Relevant Code Sections:</small> 102.7 (the Definition of Dwelling Unit) 174 (Compliance with Conditions)
<small>Reprinted:</small> OCTOBER 2009	<small>Formerly known as Zoning Administrator Bulletin No. 1993-01</small>

RULING:
In order to allow property owners to efficiently and cost-effectively add livable space to their homes, but to hinder the creation of illegal residential units, proposals to develop ground-floor rooms in residential buildings shall be reviewed according to a set of standards summarized in the Matrix below. These standards take into account 1) whether the building is proposed for new construction or is existing and proposed for alteration; 2) the type of access from the proposed rooms to the street and 3) the type of visual and spatial connection proposed between the ground floor rooms and rooms on the main floor of the unit (usually the floor above the ground floor). Terms used in the matrix are defined on Pages 2, 3, and 4 with graphic examples and a brief explanation or how to use the matrix is found on Pages 5.

Matrix for Developing Rooms on the Ground Floor

Interior Connection to Main Floor Occupancy	Room Use	NEW BUILDING Accessibility to Street		ALTERATION Accessibility to Street	
		DIRECT	INDIRECT	DIRECT	INDIRECT
OPEN Visual Spatial Connection between Floors	Full Bath				
	Half Bath				
	Wet bar				
	Laundry Sink				
LIMITED Visual Spatial Connection between Floors	Full Bath				
	Half Bath				
	Wet bar				
	Laundry Sink				
TOTAL LACK Visual Spatial Connection between Floors	Full Bath				
	Half Bath				
	Wet bar				
	Laundry Sink				

■ Permitted

■ Choose 1 of 2 Options

□ Not Permitted

www.sfplanning.org

REASONABLE MODIFICATION ORDINANCE

Administrative Reasonable Modification

- **Parking**
- **Access Ramps**
- **Elevators**
- **Additional Habitable Space**

Standard Variance

- **All Other Requests**
Subject to the rules in Section 305
of the Planning Code