



## HOME-SF PROGRAM SUPPLEMENTAL APPLICATION SUBMITTAL REQUIREMENTS

The HOME-SF program is one of San Francisco's local density bonus programs. HOME-SF requires provision of 30% on-site affordable units, and offers project sponsors priority processing, relief from certain density controls and two extra stories of height. This program also offers a set menu of concessions, incentives and waivers project sponsors may choose from. The HOME-SF Program includes a number of location and project-specific eligibility criteria, outlined below. Notably, the program is currently only available in zoning districts with density limits

Please review the HOME-SF Informational Packet prior to filling out this application. Please answer all questions fully. Please type or print in ink and attach pages if necessary.

### WHAT TO SUBMIT:

1. One (1) completed original of this application signed by owner or agent.
2. One (1) original of the Conditional Use Authorization Application and the required attachments.
3. Proof that any existing commercial tenants on the site have received (1) notification that the applicant intends to develop on the property and (2) a copy of the Mayor's Office of Economic and Workforce Development's Guide to Small Business Retention and Relocation Support from the applicant.
4. A draft copy of the regulatory agreement. For a sample of a regulatory agreement, please request one by emailing [cpc.homesf@sfgov.org](mailto:cpc.homesf@sfgov.org).

### HOW TO SUBMIT:

To file a HOME-SF application, please bring this application and all accompanying materials with you at the time of your intake appointment for the project.

To schedule an appointment, please send an email request along with the intake appointment request form to: [CPC.Intake@sfgov.org](mailto:CPC.Intake@sfgov.org).

Intake request forms are available here: <http://sf-planning.org/permit-forms-applications-and-fees>.

**Español:** Si desea ayuda sobre cómo llenar esta solicitud en español, por favor llame al 415-575-9010. Tenga en cuenta que el Departamento de Planificación requerirá al menos un día hábil para responder

**中文:** 如果您希望獲得使用中文填寫這份申請表的幫助, 請致電415-575-9010。請注意, 規劃部門需要至少一個工作日來回應。

**Tagalog:** Kung gusto mo ng tulong sa pagkumpleto ng application na ito sa Filipino, paki tawagan ang 415-575-9121. Paki tandaan na mangangailangan ang Planning Department ng hindi kukulangin sa isang araw na pantrabaho para makasagot.



# HOME-SF SUPPLEMENTAL APPLICATION

## Property Information

Project Address: \_\_\_\_\_ Block/Lot(s): \_\_\_\_\_

## Related Applications

Preliminary Project Application and/or Environmental Evaluation Applications No.(s): \_\_\_\_\_

Building Permit Applications No.(s): \_\_\_\_\_

## Project Description:

Indicate whether the project proposes rental or ownership units  Rental Units  Ownership Units

(A) Proposed total number of dwelling units in project: \_\_\_\_\_

Affordable Units:

| Affordability Level | HOME-SF Requirement | (B)<br>Number of HOME-SF Units<br>Proposed | % of Project<br>( B / A ) |
|---------------------|---------------------|--|---------------------------|
| 55% AMI (Rental)    | 12%                 |  |                           |
| 80% AMI (Rental)    | 9%                  |  |                           |
| 110% AMI (Rental)   | 9%                  |  |                           |
| 80% AMI (Owner)     | 12%                 |  |                           |
| 105% AMI (Owner)    | 9%                  |  |                           |
| 130% AMI (Owner)    | 9%                  |  |                           |

## Unit Mix:

(C) Proposed total number of bedrooms in project: \_\_\_\_\_

| Unit Type                  | (D)<br># of <u>units</u> in proposed<br>project | % of each unit type in<br>Project<br>( D / A ) | (E)<br>Total # of <u>bedrooms</u> in<br>each unit type | % of <u>bedrooms</u> in<br>project, by unit type<br>(E/C) |
|----------------------------|---|--|--|---|
| Studios or 1-bedroom units |   |  |  |   |
| 2-bedroom units            |   |  |  |   |
| 3-bedroom units            |   |  |  |   |
| __-bedroom units           |   |  |  |   |

## Family Friendly Amenities:

Describe the family friendly amenities and features that the project will provide. These may include, but are not limited to, cargo bicycle parking, on-site stroller storage, or open space designed for the use of children.  See Attachment

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## Zoning Modifications:

HOME-SF Projects are eligible for up to three zoning modifications. Select the modifications that the project seeks below.

Rear yard:

The required rear yard per Section 134 or any applicable special use district may be reduced to no less than 20% of the lot depth, or 15 feet, whichever is greater. Corner properties may provide 20% of the lot area at the interior corner of the property to meet the minimum rear yard requirement, provided that each horizontal dimension of the open area is a minimum of 15 feet and that the open area is wholly or partially contiguous to the existing mid-block open space, if any, formed by the rear yards of adjacent properties.

Inner Courts as Open Space:

Projects may provide an inner court that is at least 25 feet in every horizontal dimension, with no restriction on the heights of adjacent walls. All area within such an inner court shall qualify as common open space per Section 135.

Dwelling Unit Exposure:

The dwelling unit exposure requirements of Section 140(a) (2) may be satisfied through qualifying windows facing an unobstructed open area that is no less than 25 feet in every horizontal dimension, and such open area is not required to expand in every horizontal dimension at each subsequent floor.

Open Space (1):

Common open space provided per Section 135 or any applicable special use district may be reduced up to 5%.

Off-Street Loading:

Off-street loading spaces per Section 152 shall not be required.

Additional Open Space (2):

Common open space provided per Section 135 or any applicable special use district may be reduced up to an additional 5%, beyond the 5% provided in the subsection above.

Automobile Parking:

Residential and commercial parking requirements per Section 151 or any applicable special use district may be reduced by up to 75%.

## Development Bonuses

Is the project seeking either of the following height bonuses? If so, select below.

Up to 20 additional feet above the height allowed in the project's height district. This additional height may only be used to provide up to two additional 10-foot stories to the project, or one additional story of no more than 10 feet in height.

In addition to the permitted two stories of height, projects with active uses on the ground floor may receive up to a maximum of five additional feet in height above the height limit, in addition to the additional 20 feet described in the adjacent section. The additional five feet may only be applied at the ground floor to provide a 14-foot (floor to ceiling) ceiling height for nonresidential uses, or to allow walk-up dwelling units to be consistent with the Ground Floor Residential Design Guidelines.

**Exceptions:**

Pursuant to Planning Code Section 303(t), the Planning Commission may grant minor exceptions in addition to the development bonuses granted to the project in Section 206.3(d) to allow building mass to shift to appropriately respond to surrounding context. Indicate if you are seeking any additional Planning Code exceptions, and describe how granting the exception would allow the proposed building mass to appropriately respond to the surrounding context.

See Attachment

Exception from residential usable open space requirements per Section 135, or any applicable special use district.

Exception from dwelling unit exposure requirements of Section 140, or any applicable special use district.

Exception from satisfaction of loading requirements per Section 152.1, or any applicable special use district.

Exception from satisfaction of accessory parking requirements per Section 151, or any applicable special use district.

Exception for rear yards, pursuant to the requirements of Section 134, or any applicable special use district.

Exception from active ground floor use requirements under 145.1(c)(3).

Modification of other Code requirements that could otherwise be modified as a Planned Unit Development (as set forth in Section 304), irrespective of the zoning district in which the property is located. (Please describe below)

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## **URBAN DESIGN CONDITIONAL USE FINDINGS FOR HOME-SF PROGRAM**

Pursuant to Planning Code Section 303(t), the Planning Commission has discretion to make minor modifications to the building to ensure the project meets the Affordable Housing Bonus Program (AHBP) Design Guidelines.

- 1. Describe how the bulk and massing of the building is consistent with the Affordable Housing Bonus Program Design Guidelines.**
- 2. Describe how building design elements including, but not limited to architectural treatments, facade design, and building materials are consistent with the Affordable Housing Bonus Program Design Guidelines and any other applicable design guidelines.**
- 3. Describe how the design of lower floors, including building setback areas, commercial space, townhomes, entries, utilities, and parking and loading access is consistent with the Affordable Housing Bonus Program Design Guidelines and any other applicable design guidelines.**
- 4. Describe how required streetscape and other public improvements such as tree planting, street furniture, and lighting are consistent with the Better Streets Plan, and any other applicable design guidelines.**

## SMALL BUSINESS CONDITIONAL USE FINDINGS FOR HOME-SF PROGRAM

Pursuant to Planning Code Section 303(t), HOME-SF projects are required to make the following findings regarding existing commercial uses on the project site.

1. Will the project require the demolition of an existing building?  Yes  No  
If yes, please describe:

2. Will the project remove existing commercial or retail uses?  Yes  No  
If yes, please describe below how recently the commercial uses were occupied by a tenant or tenants. Please also include if any of the existing commercial or retail uses are formula retail, or if the tenant(s) have been designated as a Legacy Businesses or if they are eligible for a Legacy Business designation under Administrative Code Section 2A.242.

3. Does the project propose any commercial uses?  Yes  No  
If yes, please describe:

4. Will the project result in an adverse impact on public health, safety and general welfare due to the loss of commercial uses in the District where the project is located?  Yes  No  
Please describe:

# APPLICANT'S AFFIDAVIT

Under penalty of perjury the following declarations are made:

- a) The undersigned is the owner or authorized agent of the owner of this property.
- b) The information presented is true and correct to the best of my knowledge.
- c) Other information or applications may be required.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Relationship to Project  
(i.e. Owner, Architect, etc.)

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

**For Department Use Only**

Application received by Planning Department:

By: \_\_\_\_\_

Date: \_\_\_\_\_