

REQUEST FOR REVIEW FORM

San Francisco Arts Commission
Civic Design Review

PROJECT INFORMATION

PROJECT TITLE: _____ DATE: _____

CLIENT DEPARTMENT: _____

PROJECT ADDRESS _____ DISTRICT NUMBER: _____

Is this part of a multi-site project, bond or capital improvement program? If yes, which program?

PROJECT TEAM

PROJECT DESIGNER: _____ Email: _____

PROJECT MANAGER: _____ Email: _____

ARCHITECT: _____ Email: _____

LANDSCAPE ARCHITECT: _____ Email: _____

DATES OF REVIEW

Conceptual/Informational Presentation _____

PHASE 1: Schematic Design _____

PHASE 2: Design Development _____

PHASE 3: Construction Documents _____

Other:

Small Project Review

Plaque Review

For requests for Administrative Review, please use the Administrative Review Form.

PROJECT DELIVERY METHOD

Design, Bid Build (traditional)

Fast Track

Design-Build

Bridging

Other

Construction Commencement: _____

Construction Completion: _____

Structure size (sq ft): _____

BUDGET

Total Construction Cost: _____

Art Enrichment Budget: _____

Please complete and return the Art Enrichment Allocation Report and Civic Art Collection Report, attach the official line-item construction budget for the project, and provide an explanation if the Art Enrichment budget is less than 2% of the total construction cost including above and below ground construction, unless exempt per the Art Enrichment Ordinance.

DESIGN CONCEPT

Please provide a succinct description of the design concept or idea (not the functional goals). Attach additional page if needed.

ADDITIONAL INFORMATION

Is this project on a City-designated landmark or in a City-designated historic district? If yes, please contact Richard Sucré of the Historic Preservation Commission to determine whether a certificate of appropriateness is required.

COMMUNITY OUTREACH

It is your obligation to notify the community (by mail or email) that there is opportunity for public comment at the Civic Design Review Meeting. This is an important part of the public process. What has been done in this regard?

FEES

Civic Design Review Base Fee: \$17,900

Projects are charged on a per project basis. Complex projects or projects involving more than one building may be charged a higher fee. The Small Project Review fee is \$8,250 and the Administrative Review fee is \$1,500.

Interdepartmental Fund Transfer should use the following codes for SFAC's chart fields:

Revenue Account ID: **460127**

Fund ID: **11740**

Department ID: **163649**

Authority ID: **16577**

Project ID: **10022393**

Activity ID: **0001**

Write checks to: San Francisco Arts Commission

Attention: Kevin Quan

Design Concept:

The SFPUC's Natural Resources Land Management Division (NRLMD) San Francisco Arborists facility will be located in the southwest portion of 520 John Muir Drive, San Francisco, CA. The property is owned by the SFPUC and was formerly occupied by the Pacific Rod and Gun Club (PRGC). The PRGC used the site for trap and skeet shooting between 1934 and 2014 resulting in significant onsite contamination. The SFPUC completed a multi-year remediation project which ended in 2025 to address this impact.

The proposed arborists facility comprises an approximately 3,800 square feet building, that includes a workshop, private offices, restrooms, and back of house rooms. In addition, a fleet vehicle yard for the arborists will be located adjacent to the building on the south side. Currently known as Lake Merced West, the former PRGC site is also being evaluated by the SF Recreations and Parks Division along with SFPUC under the Lake Merced West Site Redevelopment, which has approved CEQA.

The SF Recreations and Parks Division (SFRPD) is currently evaluating redevelopment of the remaining portion of the site under the Lake Merced West Site Redevelopment (LMWS). Proposed redevelopment could include a boathouse, restaurant, and other recreational amenities. SFRPD is preparing a Request for Proposals to facilitate site redevelopment which it anticipates publishing in fall 2026.

The vehicular circulation area adjacent to the new Arborists Facility will be shared with future LMWS redevelopment (including a new boathouse), if constructed.