

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

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 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 Tim Frye of the Historic Preservation Commission to determine whether a certificate of appropriateness or other steps are 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

Effective September 25, 2018: \$12,800

Projects will now be charged on a per project basis. The Base Fee per project will be \$12,800; however, complex projects or projects involving more than one building may be charged a higher fee.

Write check to: San Francisco Arts Commission

Interdepartment Fund Transfer should use the below codes for SFAC's chart fields:

**Revenue Account ID: 460127 Authority ID: 16577
Fund ID: 11740 Project ID: 10022393
Department ID: 163649 Activity ID: 0001**