

# 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