How to request the use of the California Historical Building Code

Step 1: Complete the attached Request to use the California Historical Building Code form.

Step 2: Provide a document from Planning Department showing the historic resource category of the subject property.

Step 3: Provide document(s) and/or photo(s) pertinent to the subject property (optional).

Step 4: Email your request to: techq@sfgov.org or mail your request to:

Technical Services Division
Historical Building Code Coordinator
Department of Building Inspection
49 South Van Ness Avenue, Suite 500
San Francisco, CA 94103
REQUEST TO USE THE CALIFORNIA HISTORICAL BUILDING CODE

Historical Building Code Coordinator
Department of Building Inspection
49 South Van Ness Avenue, Suite 500
San Francisco, CA 94103

(Date) __________________________

Subject: Property Address: ___________________________________________________

Block: __________________________ Lot: __________________________

Historical Building Code Coordinator:

Reason for the request to use the California Historical Building Code for the above subject property.

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Please send the response to this request/letter of authorization to:

Addressee: Mr./Ms. __________________________________________________________

Mailing address: ____________________________________________________________

________________________________________________________________________

☐ Hold for pickup ☐ Email to ___________________________ ☐ Mail to above

Other contact information (phone number, email address, etc.):

________________________________________________________________________

Thank you for your assistance.

Sincerely,

______________________________________________  (Date)

(Name and Signature)  

Title: __________________________

cc: Janey Chan, Manager of Technical Services

Neville Pereira, Deputy Director of Permit Services