To request to use the Historic Building Code, please provide the following:

- A document from Planning Department with the historic category of the building that you are requesting to use the Historic Code
- Address, Block and Lot Number for the building
- The reason you are requesting to use the Historic Code. For example, fenestration, access, etc.
- The name and address where you would like the letter sent
- Contact information: Phone number, email address, etc.

Please provide the name you would like to have the letter addressed to. (Aka Dear Mr. /Ms. ///Name)

Include any other information that may be pertinent to the project.

Thank you for your cooperation.

Historic Code Request
Technical Services Division
Department of Building Inspection
1660 Mission Street, Ground Floor
San Francisco, CA 94103-2414
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Fax: 1(415) 558-6401
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