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 c/o 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

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,

_____________________________  ___________________________
(Name and Signature)    (Date)

Title: ________________________________________________

cc: Michelle Yu, Manager for Technical Services
Neville Pereira, Deputy Director of Permit Services