



CODE ADVISORY COMMITTEE
Regular Meeting of the
Structural Subcommittee
DRAFT MINUTES

DATE: January 11, 2022 (Tuesday)

TIME: 9:00 AM to 11:00 AM

LOCATION: Remote Access

This Subcommittee meets regularly on the second Tuesday of each month.

Remote Access to Information and Participation

Note: Public comment is welcome and will be heard during each agenda item. Reference documents relating to agenda are available for review at Technical Services Division. For information or if you wish to be placed on a mailing list for agendas, please email to Ken Hu as follows: ken.hu@sfgov.org

Present

Stephen Harris, S.E.
Don Libbey, P.E.
Ned Fennie, A.I.A.
René Vignos, S.E.
Marc Cunningham

Excused

Others Present

Michelle Yu, DBI
Thomas Fessler, DBI
Patrick Hannan, DBI
Ken Hu, DBI
Joanna Chang, DBI
Matthew Green, DBI

Neville Pereira, DBI
Jeff Buckley, DBI
Brian Strong, ORCP
Matthew Armour, DBI
David Kane, Public
Art Dell, Public

Absent

Christine Gasparac, DBI
Angie Sommer, BIC
Willy Yau, DBI
Alan Lee, DBI
John Murray, DBI

1.0 Call to Order and Roll Call.

Members: Stephen Harris, S.E.; Chair; René Vignos, S.E.; Marc Cunningham; Ned Fennie, A.I.A.; Don Libbey, P.E.

Meeting was called to order at 9:02 a.m. Quorum was established with 4 members present.

2.0 Approval of the minutes of the Structural Subcommittee regular meeting of December 7, 2021, 2021.

There was a motion to approve the minutes with some minor corrections. Seconded and approved.

- 3.0** Election of the Structural Subcommittee Chair. The term of office is one year and will commence immediately upon election results.

Stephen Harris was nominated and elected for the Structural Subcommittee Chair. Seconded and approved.

- 4.0** Communication item: Triennial Code Adoption Cycle.

- DBI Technical Services Supervisor Thomas Fessler gave a presentation regarding the upcoming code adoption cycle and explained the timeline.
- Issues of last cycle's publication date was mentioned.

- 5.0** Discussion regarding DBI's special inspection checklist.

Discussion:

- Structural Engineers Association of Northern California (SEAONC) has made some comments regarding DBI's special inspection checklist and recommended a much more specific special inspection checklist which has elements requiring inspections according to the code and whether continuous or periodic inspections required.
- SEAONC suggested DBI has separate forms for the special inspection and the structural observation.
- SEAONC representative David Kane said the form needs probably a complete overhaul and update.
- SEAONC also had some recommendations regarding the administration and the procedures of DBI's special inspection.
- David Kane said that potentially getting signatures and acknowledgments from project stakeholders in advance could create a problem in San Francisco where there's a lot of projects that take so long to get approved.
- There was a suggestion to use the opportunity of 2022 code adoption cycle to update the DBI's special inspection checklist.
- There was a proposed special inspection checklist available from SEAONC.
- This item will be continued.

Public comment: No public comment.

- 6.0** Discussion regarding quality assurance for Mandatory Soft Story Program.

Discussion:

- DBI Policy and Public Affairs Director Jeff Buckley gave a presentation regarding quality control audit and review of the Mandatory Soft Story Program.
- DBI had identified properties permits that meet criteria for additional review. The investigation will use permit applications, building plans, inspections, documentation, and site visits to confirm that the projects were designed to code, build to plans and inspected properly.
- 500 mandatory soft story addresses are under reviewed.
- DBI has been coordinating with the City Attorney's office on the criteria and working closely to identify projects for the audit.
- DBI is planning on providing quarterly updates to the BIC regarding the audit.
- The selection of those 500 addresses was based on the audit criteria that was established by the City Attorney's office.

- DBI has prioritized those projects that have individuals associated with it who've been federally criminally indicted.
- This audit is not just a soft story audits but a general quality control audit that has to do with inspection, design and code compliance related to some known bad actors.
- There are about 5000 addresses associated with the Soft Story program.
- DBI Senior Inspector Matthew Greene said that there are one inspector working full time on it and two inspectors are coming out of the field two days a week to work on this audit.

Public comment: No public comment.

7.0 Updates on ongoing programs:

- **Building Façade Inspection and Maintenance Program**
 - DBI Technical Services Manager Michelle Yu gave an updates regarding the compliance of the Building Façade Inspection Program.
 - 248 buildings are in Tier 1 and 27 submitted the façade reports. 2 reports were completed reviewed.
 - DBI's communication team will send out mailers to owners of non-compliant buildings.
 - In December there was a holiday moratorium for many buildings within downtown area and they couldn't do the work. Many companies reached out to DBI regarding this situation.
 - DBI doesn't have a list of consultants or firms that are doing the façade inspection.
 - the Ordinance does allow engineering firms hire specialty inspectors that have extensive training within the facade inspection. The façade inspection just needs to be facilitated by licensed engineer or architect. The specialty inspector can also hire an engineer to supervise the work and then write up the report.
 - The deadline for this program was mentioned.

8.0 Updates on agenda items or programs discussed or approved by this Subcommittee in 2020 & 2021.

- A summary of agenda items or programs discussed or approved by this Subcommittee in 2020 & 2021 was presented.

9.0 Subcommittee Member's and Staff's identification of new agenda items, as well as current agenda items to be continued to another subcommittee regular meeting or special meeting. Subcommittee discussion and possible action regarding administrative issues related to building codes.

- Item 5.0 and 6.0 will be included in the agenda for future meetings.
- Updates on Concrete Building Safety Program

10.0 Public Comment: Public comment will be heard on items not on this agenda but within the jurisdiction of the Code Advisory Committee. Comment time is limited to 3 minutes per person or at the call of the Chair.

- No public comment.

11.0 Adjournment

- The meeting was adjourned at 10:08 a.m.