



PUBLIC ADVISORY COMMITTEE

MEETING NOTES

Wednesday, April 24, 2013
2:00 p.m. to 3:30 p.m.

1660 Mission Street
2nd Floor, Room 2001

1. WELCOME & INTRODUCTIONS

Acting Director Hui welcomed everyone to the meeting and introductions were made.

2. MISCELLANEOUS PLANNING ISSUES

a. Discussion of Planning Commission Policy regarding Extensions

Dan Sider stated that the new Planning Commission policy regarding extensions allows the majority of projects issued over the past 10 years to be extended. There will be a 60 day enrollment period beginning April 4, 2013, when the policy was approved. Applicants must register with Planning and obtain a new building permit within 18 months. The policy includes law of the day+which states any building permit must comply with the law as it exists at that time. Essentially, a blanket extension does not apply to legislative-timed projects.

b. General Discussion of Environmental Planning Procedures

Sarah Jones, Acting Environmental Review Officer, addressed questions regarding Environmental Planning procedures. It was asked how property is determined to be a historic building or of historic significance. Sarah stated if building is over 50 years old, it would fall under a review for historic purposes. Description of work, site and valuation may also trigger review.

There was inquiry on the status of CEQA. Sarah summarized that under Supervisor Wiener's legislation, time for environmental review ends within 30 days of final approval. Under Supervisor Kim's legislation, environmental review is after the last discretionary approval, plus 30 days. Currently, there is no time period, as long as the permit is open and appeals can add additional time.

It was asked if the Planning application process could be simplified. Sarah advised that the Preliminary Project Assessment and the Environmental Application may reflect changes to plans; therefore these processes are needed, but will look into it.

It was asked why the routing of addenda needs to go back to Planning even if there are no exterior changes. Jeff Joslin stated Planning is working on a checklist to pass some

of these smaller residential projects through, but for now, Planning is requiring another review. Staff is trying to identify a short-cut to cover these smaller and simpler projects, as well as completing their review within five business days. It was suggested if the review of addenda can be done by PIC instead of routing. Jeff will take the suggestion under consideration.

The issue of Planning fees was brought up. Customers are being charged based on the valuation of the entire job. Homeowners can have a cost of up to, for example, \$21,000 to change a window and it is hurting homeowners financially.

Mr. Joslin reported on the hiring of eight new planners. It was asked if an Environmental Planner could be at the counter full time due to complaints and to reduce wait time. Jeff stated that would be ideal but not achievable in the current budget. Five new planners will be hired in next year's budget; three for Environmental Planning and two for Preservation.

It was asked if the process of Environmental Review can be changed. Sarah stated there are new guidelines being established to improve quality of submissions for consultants.

3. REPORT ON SMALL BUSINESS MONTH FEE WAIVERS FOR MAY 2013

Bill Strawn reported May 2013 is Fee Waiver Month for awning replacement permits for small business owners. The program is in its second year. DBI will be tracking participation with the help of MIS. The program is expected to take place next year with more outreach to small business owners.

4. UPDATE ON PERMIT & PROJECT TRACKING SYSTEM

Hema Nekkanti stated PPTS is making good progress. The week of May 6th will begin one of five sessions to run several scenarios for users. The five sessions will occur between May and August. A Citizens Access Group meeting was held on March 20th with over 80 participants in attendance. Hema stated good feedback was received, and they will be holding another meeting once data conversion is completed. Field tablets have been tested and the Samsung Note II is more user friendly; therefore Accela mobile will be added for additional testing.

5. UPDATE ON LEGISLATION AFFECTING DBI

Bill Strawn reported on the Grab Bar Legislation that was passed and will take legal effect mid-June. Owners of Single Room Occupancies (SROs) are required to install grab bars to common bathing areas. Permit fees will be waived until mid-June. After deadline, normal fees will apply.

The Mandatory Soft Story Retrofitting Legislation was signed by the Mayor on April 18th and will become effective 60 days later. Data accumulation is being prepared by Patrick Otellini, Earthquake Safety Implementation Program, to send notifications to building owners. Notifications will include a questionnaire to screen building owners that may have completed the work.

Bill also reported on an extension to the Maher Toxic Legislation that was introduced by the Mayor and is expected to be in effect mid July. Both Planning and the Health Department are involved in this legislation. The extension proposes a city wide expansion and may require additional soil and ground water testing to meet health department's levels/threshold.

In 2005, a requirement was set that all public serving buildings, 5,000 sq feet or more, have diaper changing stations in restrooms. Supervisor David Chiu is concerned that very few of the public serving buildings are complying.

6. ROUNDTABLE DISCUSSION

It was asked how plans qualify for over the counter and how applicants can request over the counter review. Plans that can be reviewed under an hour are considered over the counter. Tony Grieco added that request forms are available for jobs that have already been submitted to convert to over the counter process.

A member of the public stated two of his tenants have been performing illegal work in his building located at 2857 Mission Street. The building owner also states he never received the Notice of Violations and claims those that were posted were torn down by the tenants. DBI staff will look into it.

7. FUTURE AGENDA ITEMS

No future agenda items were discussed.

Acting Director Hui said future agenda items should be brought to Carolyn Jayin's (Carolyn.Jayin@sfgov.org) attention for the next meeting.

8. ADJOURNMENT

There being no further business the meeting was adjourned at 3:19 pm