



PUBLIC ADVISORY COMMITTEE

MEETING NOTES

**Thursday, February 17, 2011
2:00 p.m. to 3:30 p.m.**

**1660 Mission Street
Room 2001**

1. WELCOME AND INTRODUCTIONS

Director Day welcomed attendees to the meeting and introductions were made.

2. CLARIFICATION ON SITE PERMIT/ADDENDUM PROCESS AND FEE CALCULATION

It was suggested to have a simple handout for customers outlining what fees they can expect upfront. Director Day would look into having a "cheat sheet" for residential/commercial, new/alteration projects or an online calculator to assist customers. Additionally, DBI can provide links to other agencies fee tables on its webpage.

It was brought up that online fee calculators may not be accurate due to the fact that the average person who does not frequent the building department may not know what fees come in to play, such as Fire, School Fees, PUC, etc. for their project. Currently, DBI provides staff via phone that can calculate fees.

At the previous meeting, it was discussed to have the site permit issued and having addendums plan checked on the 2nd floor. Laurence Kornfield is in the process of working to implement this.

An issue was brought up about site permits expiring before addendums are submitted. Director Day is looking into tying site permit expiration dates to the date the first construction documents are submitted.

3. UPDATE ON PENDING ADMINISTRATIVE BULLETINS

The only administrative bulletin that is pending addresses the Green Building Regulations (AB-093). This bulletin has gone through the Code Advisory Committee. Neil Friedman added that the forms for this bulletin are on the DBI website.

It was said that some projects are having issues with AB-037 (exit separation). This bulletin is being reviewed by the Code Advisory Committee and almost ready for issuance.

Laurence Kornfield will update the PAC at the next meeting.

4. ROUNDTABLE DISCUSSION

There was some feedback about the high fees associated with projects. Customers have been seeing the cost of fees run around 20 percent of their projects. Planning and PUC fees are a big part of this.

Director Day stated DBI will look into what day works best for a Planning representative to attend and possible reschedule the PAC meeting dates to accommodate. Director Day to write to John Rahaim on this. It was suggested to have the meetings on Tuesday afternoon.

Public Works was unable to attend this month's meeting.

Director Day stated the PUC is looking into having more staff on the 5th floor to assist with implementation of new ordinances. Also, beginning in April, the PUC will be inspecting restaurants related to the FOG ordinance. Other ordinances in the works under the PUC include Stormwater Runoff.

5. FUTURE AGENDA ITEMS

No future items were discussed.

6. ADJOURNMENT

There being no further business the meeting was adjourned.