



PUBLIC ADVISORY COMMITTEE

MEETING NOTES

**Thursday, September 15, 2011
2:00 p.m. to 3:30 p.m.**

**1660 Mission Street
Room 2001**

1. WELCOME AND INTRODUCTIONS

Edward Sweeney, Acting Director welcomed attendees to the meeting and introductions were made.

2. GENERAL DISCUSSION AND REVIEW OF DISABLED ACCESS CHECKLIST

Ken Cochrane asked that this item be tabled as he is working on educating architects on the checklists.

3. DISCUSSION ON GREYWATER AND BOILER PERMITS

Steve Panelli reported that boiler permits are online. MIS released online Permits to Operate (PTO). Customers can pull a maximum of ten permits at one time. It was asked how many boilers were in San Francisco. Mr. Panelli stated there were 6,952. Currently the Building Standards Commission is looking at the residential side with regard to greywater. They are in the early stages but DBI staff is working on the draft. DPH is working on requirements for treatment levels.

There was a question on retrofitting for waterless urinals. Steve suggested if one was installing a waterless system, they make the upstream urinal a water urinal so there is a wash out. If complaints are received about lack of maintenance, PID will go out and ask that the urinals be removed and replaced.

4. GENERAL OVERVIEW OF CARBON MONOXIDE REQUIREMENTS

On January 1, 2011, all new construction of residential units with sleeping rooms must install carbon monoxide detectors. Existing single family dwellings must have detectors installed by July 1, 2011. For newly constructed residential buildings, it will be required for owners to submit a self-certification before job card sign off. All apartment buildings will be required to have CO2 detectors installed by January 1, 2013.

It was asked if there were brochures for homeowners on this item. A self-certification form has been issued. Staff is also preparing AB-106 which is currently being reviewed by the Code Advisory Committee. It was asked if the information would be mailed to homeowners. Acting Director Sweeney stated there were no plans to do so yet.

Hanson Tom added every detector must have a seal from the State Fire Marshal. Tony Greico will provide a handout at the next meeting with more information. It was suggested to have public outreach on this item. Additional information is available and posted on the DBI website.

5. UPDATE ON RECRUITMENT PROCESS WITH DHR

Pamela Levin reported on recruitment. Two associate engineer recruitment interviews are scheduled for the following week. Staff is reviewing the civil engineer positions that were approved. Hanson Tom stated he is awaiting a new list to continue recruitment.

The process moves faster within DHR if a list is available. If testing is involved, the process can be more difficult and lengthy. Additionally, all positions still need to be reviewed by the Mayor's Office before approval.

Engineers are required to be registered and licensed in the State of California. Hanson Tom stated he is looking for candidates with a strong structural background with wood experience.

It was asked who would be on the interview panels. Hanson Tom, Tom Hui and Jeff Lai would sit on the panel and review candidates.

6. UPDATE ON ENFORCEMENT REORGANIZATION

Michael Hamman requested an update on DBI's plans for improving enforcement. In previous meetings, Director Day mentioned the hiring of a Deputy Director for Code Enforcement. Acting Director Sweeney reported that the position had been deleted by the Mayor's Office. DBI plans to hire additional electrical and plumbing inspectors to be part of Code Enforcement.

There were previous discussions about the possibility of weekend inspections to investigate unpermitted work. There is no plan by DBI at this time to implement weekend inspections. An issue was raised that there continues to be unpermitted work going on throughout the city. In order to investigate, constituents must file complaints with DBI.

7. ROUNDTABLE DISCUSSION

An update on Q-Matic was given. A committee was formed to review procedures and identify difficulties. Staff hopes to have Q-Matic operational by the end of October.

Attendees were informed of minimum staff days during the week of September 26-29 due to CALBO Training off site. Normal operations will resume September 30.

It was announced that Jeff Ma is set to retire in January 2012. DBI cannot replace his position until he officially vacates the position.

There was confusion as to the availability of parallel plan check. Hanson Tom stated that it is available. Neil Frideman and Sylvia Thai can assist customers who are interested in doing parallel plan check.

8. FUTURE AGENDA ITEMS

No future agenda items were discussed.

9. ADJOURNMENT

There being no further business the meeting was adjourned at 3:16 p.m.