

# NOTICE OF COMPLIANCE CHANGES ACCESSIBLE BUSINESS ENTRANCE



## Dear Property Owner/Agent

The Accessible Business Entrance Program, as established by Ordinance No. 51-16, helps property owners better comply with existing State and Federal accessibility laws. Also, it helps people with disabilities gain greater access to goods and services offered by businesses and organizations. The ordinance requires that existing buildings with a place of “public accommodation” have all primary entrances from the public way be accessible for people with disabilities. Our records indicate that your propert(ies) may fall under this program.

*Under state and federal law, a place of “public accommodation” is generally a business where the public will enter a building to obtain goods and services, such as banks, day care centers, hotels, offices, restaurants, retail stores, etc.*

## CHANGES TO ORDINANCE NO. 51-16 - EFFECTIVE AS OF JUNE 1, 2018

1. Extend all compliance deadlines by six-months resulting in the first deadline of January 1, 2019.
2. Eliminate the administrative fee of \$97.
3. Require property owners to provide a 30-day notice to building tenants prior to filing the permit application.
4. Qualify buildings under Category 1, if any of the following descriptions apply:
  - a. building owners mandated to meet earthquake retrofit electing to comply with this ordinance’s requirements prior to this Program’s compliance deadlines.
  - b. building owners filing a permit application on or after the effective date of this ordinance to alter a building or a portion thereof was altered, or is proposed to be altered, with the owner electing to comply with this ordinance’s requirements prior to this Program’s compliance deadlines.

*Please make sure to review entire amended legislation at [www.sfdbi.org/businessentrance](http://www.sfdbi.org/businessentrance) to ensure compliance.*

## AMENDED Compliance Categories & Timeline (new dates effective 6/1/2018)

Compliance Category	Category Description	Submit compliance checklist and specify compliance option	File application for required building permit(s)	Obtain required building permit(s)
1	In Compliance	January 1, 2019	N/A	N/A
2	No Steps but barriers	January 1, 2019	April 1, 2019	April 1, 2020
3	One Step with other barriers	June 1, 2019	September 1, 2019	September 1, 2020
4	1+ Steps with other barriers	December 1, 2019	March 1, 2020	March 1, 2021

Visit [sfdbi.org/businessentrance](http://sfdbi.org/businessentrance) for more information.



Accessible Business Entrance Program  
Department of Building Inspection  
1660 Mission Street, 1st Floor (Window #8)  
San Francisco, CA 94103

**ATTENTION BUILDING OWNERS:**  
Notice of Important Changes to the  
Accessible Business Entrance Program Details  
and Compliance Schedule. Join us at the  
Earthquake Safety Fair on June 13, 2018.

## Dear Property Owner/Agent

We are sending this notice to inform you of upcoming compliance changes to the Accessible Business Entrance (ABE) program, which the San Francisco Board of Supervisors passed in 2016 as Ordinance No. 51-16. Read inside for more information and to get familiar with the requirements of the amended ordinance.

## You're Invited to DBI's 2018 Earthquake Safety Fair

On June 13, the Department of Building Inspection is hosting the Annual 2018 Earthquake Safety Fair from 10am-4pm at Bill Graham Civic Auditorium (99 Grove St, San Francisco, CA 94102). This FREE event will feature an exhibitor hall and informative workshops, along with hands-on emergency training.

We will host an ABE focused workshop at 2:30pm during the Fair. Register your attendance and sign up for the workshop by visiting [www.sfdbi.org/earthquakefair](http://www.sfdbi.org/earthquakefair).

### CONTACT US

Website: [www.sfdbi.org/businessentrance](http://www.sfdbi.org/businessentrance)

Call: (415) 558-6128

*To obtain a copy of this mailer in Chinese, Spanish or Tagalog, call (415) 558-6128.*

Email: [dbi.businessentrance@sfgov.org](mailto:dbi.businessentrance@sfgov.org)

Visit: 1660 Mission Street, 1st Floor (Window #8)

**For more information, please visit [sfdbi.org/businessentrance](http://sfdbi.org/businessentrance).**