



PUBLIC ADVISORY COMMITTEE

MEETING NOTES

Wednesday, August 26, 2015
2:00 p.m. to 3:30 p.m.

1660 Mission Street
2nd Floor, Room 2001

1. WELCOME & INTRODUCTIONS

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

2. DISCUSSION OF INFORMATION SHEET E-05 REQUIREMENT FOR CONTINUOUS STAIRWAY

A discussion was had on the requirements for continuous stairways as it relates to new and existing buildings. This issue was previously discussed in DBI's internal code meetings with Fire. They agreed that new R-2 buildings would be addressed on a case by case basis. It was also agreed that for existing R-2 buildings, continuous stairways are not required. Mickie Jones disagreed with what was agreed upon at the meeting. She recalls the Fire Marshal Dan De Cossio stating that it would be required for new buildings and existing buildings would be looked at on a case by case basis. Fire does not have jurisdiction for R-3 buildings, and it would be up to the Building Department on how they would like to handle.

Design professionals requested the Department provide some guidelines if projects were going to be reviewed on case by case basis.

David Leung and Jeff Ma will continue this item for further discussion between DBI and Fire. Ultimate decision should come from Fire Marshal.

3. DISCUSSION REGARDING PROJECT REVIEW WITH FIRE PLAN CHECK

An issue was brought up about customers who are unable to meet with Fire Plan Check staff unless it is a recheck. Staff advised customers to go to the 5th Floor to speak to Fire Plan Check staff for general inquiries.

4. MISCELLANEOUS PLANNING ISSUES

There was some question on the status of Planning's Small Project Team. Liz Watty who oversees the Small Project Team is out and will be invited to a future meeting to discuss in detail.

Ron Tom, DBI Assistant Director requested a high-level coordination between Planning and DBI to address accessory dwelling units. As this program is being promoted and property owners are being encouraged to build more affordable housing, he would like to have both departments coordinate their efforts as it may affect their operations.

To date, DBI has received six permit applications as part of the Supervisor Wiener legislation. Attendees stated they have more projects that will be forthcoming.

5. LEGISLATION AFFECTING DBI

William Strawn reported on new fee tables that will take effect mid-October.

Fire fees will also take effect September 5.

6. ROUNDTABLE DISCUSSION

There was a discussion on when assembly permits are required. To assist plan reviewers, customers were advised to include clear verbiage on their plans that the space is "For Employee Use Only, Not for Public." Special permits are required if the space would be used once or twice a year for public events.

Dan Lowrey stated Inspection Services continues to be busy, especially with the Soft Story Program. He advised customers to schedule their inspections in advance. If there is a special circumstance, he asked that customers bring it to a Senior Building Inspector for further assistance.

Lily Madjus reported the tentative schedule and topics for the Fire Safety Task force is now available on our website. Also, DBI is continuing its outreach efforts to inform the public on balcony and deck safety.

The public is encouraged to sign up for our monthly e-Newsletter to keep up with department changes, new ordinances, and other important information.

7. FUTURE AGENDA ITEMS

Future agenda items should be sent to Carolyn Jayin (Carolyn.Jayin@sfgov.org) for the next meeting.

8. ADJOURNMENT

There being no further business the meeting was adjourned at 3:08 p.m.