



## DEPARTMENT OF BUILDING INSPECTION (DBI)

City & County of San Francisco

49 South Van Ness Ave., Suite 590, San Francisco, California 94103

(628) 652-3600 Fax (628) 652-3609

### **MEETING NOTICE OF STRUCTURAL ADVISORY COMMITTEE (SAC) REVIEW**

Pursuant to San Francisco Building Code Sections 105.6 and 106.4.1.2, a Structural Advisory Committee (SAC) was formed to provide independent expert review and to make recommendations to the Director of Building Inspections on the proposed project:

- Permit Application Number PA# 2020-1017-6696.
- Project Address: 140 Edgehill Way.
- Project Description: Vertical addition to existing 2-level single-family residence and converting existing unconditioned space into new one car parking garage.

The SAC will meet on:

**Thursday, June 23, 2022, 9:00 A.M.**

**Location: Remote Access Public Meeting Via Electronic Platform**

*Due to the COVID-19 health emergency and to protect Committee Members, DBI staff, and members of the public, the Structural Advisory Committee's Review Meeting will be held remotely.*

*Members of the public are invited to participate remotely. If you want to ensure your comment on any item on the agenda is received by the Structural Advisory Committee in advance of the meeting, please send an email to [janey.chan@sfgov.org](mailto:janey.chan@sfgov.org) with "SAC - 140 Edgehill Way" in the email subject title or call 1-628-652-3771 **before 12 pm on Wednesday, June 22, 2022.***

**Remote Access to join the meeting:** See Attachment (2) for more remote access info.

→ Web link to join the meeting:

<https://ccsf.webex.com/ccsf/onstage/g.php?MTID=eb625bea6e7810a19980aadabb2fb26b3>

- Event number (Access Code): 2483 219 4896
- Event password: 140Edgehil

→ Public Comments Call-in Telephone number: 1-415-655-0001, and

- Enter Access Code: 2483 219 4896
- To **raise your hand** for public comment, press \* 3 when prompted by the meeting moderator.

**Web link to permit application documents for the SAC review:**

<https://www.dropbox.com/sh/ri9jnxenrhc2y3f/AAD5DYI6shfd82Kg3KLaxntxa?dl=0>

*Hard copies of all documents referred to in the agenda are available for public inspection by appointment only with Ms. Janey Chan by emailing [Janey.chan@sfgov.org](mailto:Janey.chan@sfgov.org) or by calling 628-652-3771 between the hours of 8:00 a.m. - 3:00 p.m., Monday through Friday, before the meeting date, at the Department of Building Inspection, 49 South Van Ness Avenue, San Francisco, CA 94103.*

*If any materials related to an item on this agenda have been distributed to the Structural Advisory Committee after distribution of this announcement, those materials will be uploaded to the aforementioned web link for public inspection and hard copies available for inspection.*

### **SAC MEMBERS:**

- Frank L. Rollo, GE, Geotechnical Engineer
- John Wallace, CEG, Certified Engineering Geologist
- John Hom, SE, Structural Engineer
- Harvey Hacker, AIA, Architect

## **BACKGROUND:**

The permit application is proposing a vertical addition and building alterations entailing site excavation and new foundations at a project site located along a very steep slope along the hillside in the Edgehill Mountain Slope Protection Area.

Per San Francisco Building Code Section (SFBC) 106A.4.1.2, construction of new buildings or structures or alterations that involve a substantial increase in the envelope of an existing building or structure within the Edgehill Mountain Slope Protection Area shall be reviewed by the Structural Advisory Committee.

The purpose of the requirements is presented in SFBC Section 106A.4.1.2.2: Because landslides, earth movement, ground shaking and subsidence are likely to occur on or near the Edgehill Mountain Slope Protection Area, causing severe damage and destruction to public and private improvements, the Board of Supervisors finds that the public health, safety and welfare is best protected if the Building Official of Building Inspection causes permit applications within the Edgehill Mountain Slope Protection Area for either (1) construction of new buildings or structures or (2) alterations that involve a substantial increase in the envelope of an existing building or structure, to be peer reviewed for structural integrity and effect on hillside stability.

Therefore, the proposed project is subject to mandatory submittals and heightened review of reports by a Structural Advisory Committee. The Structural Advisory Committee (SAC) will convene to review and provide expert professional opinions concerning items as stipulated in SFBC Section 105A.6.3 and 106A.4.1.2. (attached herein).

The subject permit application is under the jurisdiction of the 2019 edition of the San Francisco Building Code, being the version prevailing at time of permit application.

## **NOTE ON PUBLIC COMMENT**

The Structural Advisory Committee (SAC) will take public comment on all items appearing on the agenda at the time the item is considered by the SAC. For general public comment (Item No.3), the public may address the SAC on any issues which are in the general subject matter under the jurisdiction of the SAC, other than the calendar items. Each member of the public has up to 2 minutes to comment on an item.

As this SAC review involves complex technical geotechnical, geological, and structural issues and considerations, to facilitate an efficient progress in the review, agenda items 4 to 7 may take place in interlaced fashion for various areas of review concerns as appropriate as determined by the call of the Chairperson.

**AGENDA:**

- 1. Roll call.**
- 2. SAC to select Chairperson to conduct this SAC review meeting.**
- 3. Public comment on items other than calendared items.**
- 4. Scope of SAC's Review and Discussion per SFBC Sections 105A.6.3 and 106A.4.1.2**

SAC will perform the design review to provide the Director of Building Inspection with a written report concerning the following review considerations, as applicable:

- The safety and integrity of the proposed design and construction;
- The effect that grading construction activity related to the proposed project will have on the safety and slope stability of the area during the construction sequence, and after the construction at subsequent development stages, and interim measures to mitigate any potential sliding and erosion of the site;
- The validity and appropriateness of the geotechnical/structural design concepts and criteria;
- The adequacy of the geotechnical and geological investigation and study and the appropriateness of the recommended design parameters;
- The evaluation of the grading design in preparation of the planned future building/structure development, to determine the appropriateness of its capability to perform satisfactorily without failure; any perpetual limitation of the site to be imposed regarding the level of future development, such as the future excavations, and/or vertical and horizontal additions from the original plan.
- The constructability of proposed structural details and construction sequencing and methods;
- The sufficiency of the proposed inspection, testing and monitoring to be provided prior to, during, and after construction.
- Items to be reviewed will include but not be limited to geotechnical and geological investigation and study, designs, details, drainage, erosion during and after construction, construction/erection methods, appropriateness and adequacy of the proposed shoring design, quality control and special inspection specified.
- Site monitoring plan during and after improvement and installation are constructed;
- Necessity of follow-up review by the SAC for the additional site findings by the Geotechnical Engineer and Certified Engineering Geologist of Record's during grading, excavation, and construction against the assumed and recommended geotechnical/geological design parameters.

The review shall include the evaluation of the stability of the project site with regard to the proposed subsequent development and the effect of its development on the stability of adjacent Areas. Review will consider factors including but not limited to design criteria and performance objectives, soil and site conditions, geological factors, historic site stability, the anticipated foundation system designs, soil and site improvement systems design,

shoring/earth retaining system design, structural systems design, on and off site drainage impacts, and other proposed improvement designs for compliance with design criteria and performance objectives.

5. **Applicant team presents proposed project with documents and plans.**
6. **Public Comments.**
7. **SAC Panel Discussion.**
8. **Motion of recommendations to the Director of Building Inspection, and for incorporation into project design, if any.**
9. **Adjournment.**

**Attachments:**

**Attachment (1): San Francisco Building Code (SFBC) Sections 105A.6 and 106A.4.1.2**

**Attachment (2): Instructions for Remote Meeting Access (WEBEX) or Telephone**

**Attachment (3): Lobbyist Registration And Reporting Requirements**

**Attachment (4): Accessible Meeting Information Policy**

**Attachment (1):**

**San Francisco Building Code (SFBC) Sections 105A.6 and 106A.4.1.2**

**2019 edition of the San Francisco Building Code, being the version prevailing at time of permit application.**

**105A.6 Structural Advisory Committee.**

**105A.6.1 Establishment.** *There is hereby created a three-member Structural Advisory Committee, to advise the Building Official on matters pertaining to the design and construction of buildings with special features or special design procedures. Upon request by the Building Official, the engineer of record for such a project shall demonstrate to the Structural Advisory Committee how the structural concepts, designs, details, erection methods and quality control will produce a structure that would meet the intent of Section [101A.2](#).*

**105A.6.2 Members.** *For consideration of each building with such special features, the Structural Advisory Committee shall consist of members who are knowledgeable in the structural engineering and construction issues presented by those special features. Members shall be selected from a list of qualified engineers submitted by the Structural Engineers Association of Northern California and approved by the Building Official. One member shall be selected by the Building Official, one member shall be selected by the owner, and the third member shall be selected jointly. Compensation of the Structural Advisory Committee members shall be by the owner. However, when the project for which Committee review is required is located in the Edgehill Mountain Slope Protection Area, as defined by Building Code Section [106A.4.1.2](#) or the Northwest Mt. Sutro Slope Protection Area as defined by Building Code Section [106A.4.1.3](#) or is subject to Committee review pursuant to the Slope Protection Act, Building Code Section [106A.4.1.4.5](#), (a) the Committee shall consist of a structural engineer, a geologist and a geotechnical engineer; (b) the Committee shall consult with an architect, who shall be a voting member of the Committee; (c) the selection of the Committee members shall be as follows: one member shall be selected jointly by the Building Official and the Director of Public Works, one member shall be selected solely by the Building Official and one member shall be selected by the Building Official and the owner from recommendations made by interested persons, including but not limited to residents of the neighborhood surrounding the project location; and (d) to the extent feasible, the Committee members should be selected from a list submitted by the Structural Engineers Association of Northern California.*

**105A.6.3 Report.** *The Structural Advisory Committee shall submit to the Building Official a written report which shall include professional opinions concerning, but not limited to, the following:*

- 1. The validity and appropriateness of the structural design concepts and criteria.*
- 2. An evaluation of the structural design of the building or structure to determine its capability to perform satisfactorily beyond the elastic stresses stipulated by the code, with sufficient redundancy to accommodate overloads or failures of specific structural components.*
- 3. The constructability of proposed structural details and erection methods.*
- 4. The sufficiency of the proposed inspection, testing and monitoring to be provided during prior to and during construction.*

**106A.4.1.2 Edgehill Mountain Slope Protection Area.**

**106A.4.1.2.1 Creation.** *There is hereby created the Edgehill Mountain Slope Protection Area, which is generally bounded by Garcia Avenue, Vasquez Avenue, Kensington Way and Ulloa Street and traversed by Edgehill Way. The Edgehill Mountain Slope Protection Area is comprised of the following Assessor's Block Numbers: 2875, 2876, 2923, 2933, 2934, 2935, 2936A and 2936B. Heightened review of certain permit applications, as provided in this section, shall be made in this area.*

**106A.4.1.2.2 Purpose.** *Because landslides, earth movement, ground shaking and subsidence are likely to occur on or near the Edgehill Mountain Slope Protection Area, causing severe damage and destruction to public and private improvements, the Board of Supervisors finds that the public health, safety and welfare is best protected if the Building Official of Building Inspection causes permit applications within the Edgehill Mountain Slope Protection Area for either (1) construction of new buildings or structures or (2) alterations*

*that involve a substantial increase in the envelope of an existing building or structure, to be peer reviewed for structural integrity and effect on hillside stability. The requirements herein for projects in the Edgehill Mountain Slope Protection Area are in addition to all other applicable laws and regulations, including any and all requirements for environmental review under the California Environmental Quality Act; compliance with the requirements contained herein does not excuse a project sponsor from compliance with any other applicable laws and regulations.*

**106A.4.1.2.3 Mandatory review by Structural Advisory Committee and other city officials.** *All permit applications submitted to the Central Permit Bureau for construction of new buildings or structures or alterations that involve a substantial increase in the envelope of an existing building or structure (as determined by the Building Official) within the Edgehill Mountain Slope Protection Area shall be submitted to and reviewed by the Structural Advisory Committee, as defined by Building Code Section [105A.6](#). No permits for such properties located within the Edgehill Mountain Slope Protection Area shall be issued unless and until the Building Official has consulted with and received a written communication from representatives of the Department of Planning, Department of Public Works and Fire Department, each of whom has made a visit to the site for which the project is proposed, and the Building Official has received a written report from the Structural Advisory Committee concerning the safety and integrity of the proposed design and construction. As part of its review, the Structural Advisory Committee shall consider the effect that construction activity related to the proposed project will have on the safety and stability of the Edgehill Mountain Slope Protection Area.*

**106A.4.1.2.4 Mandatory denial by Building Official.** *In the event that the Structural Advisory Committee determines that there is a reasonable likelihood that the proposed design and construction would result in unsafe conditions or would increase the likelihood of hillside instability, and such unsafe conditions or instability cannot be mitigated to the satisfaction of the Structural Advisory Committee, the Building Official shall deny the permit. The Building Official's decision to deny the permit is appealable only to the Board of Appeals.*

**Attachment (2):**

**Instructions for Remote Meeting Access (WEBEX) or Telephone**

To watch via WebEx application on your **desktop/laptop**, click the web link to join the meeting:

<https://ccsf.webex.com/ccsf/onstage/g.php?MTID=eb625bea6e7810a19980aadabb2fb26b3>

**Event password: 140Edgehill**

- You will then be prompted to enter the following information:
- First and Last Name: These fields are required to be entered; however, if you wish to remain anonymous, you may type "Public" in the first and last name fields.
- Email Address: This field is required to be entered; however, if you wish to remain anonymous, you may type "Public@public.com" in the email field
- Click the "Join Now" button to join the meeting

Alternatively, audio only by telephone:

Public Comments: **To raise your hand** for public comment on an agenda item, press \* 3 when prompted by the meeting moderator.

**Audio Only by Telephone:**

Call-in Telephone number: United States Toll 1-415-655-0001, and

Enter Access Code: **2483 219 4896**

**Providing Public Comment:**

- Dial in to **1-415-655-0001** and then enter access code **2483 219 4896**, then press #
- **Press # again** to enter meeting as an **ATTENDEE**
- You will hear a **beep** when you join the meeting as a participant. **Stop and LISTEN.**
- Wait for Public Comment time to be announced.
- When the Chair or Committee Secretary **calls for Public Comment**, press \* then press 3 to be added to the speaker line.
- You will then hear **"You have raised your hand to ask a question, please wait to speak until the host calls on you."** Callers will hear silence when waiting for their turn to speak.
- Ensure you are in a quiet location. Before you speak, **mute the sound of any equipment around you, including televisions, radios, and computers.** It is especially **important** that you **mute your computer** (if you are watching via the web link) so there is no echo sound when you speak.
- **To withdraw your question, press \* then press 3.** – you will hear: **"You have lowered your hand."**
- When the system message says **"Your line has been unmuted" - THIS IS YOUR TIME TO SPEAK.**
- When the Chair or Committee Secretary states **"Welcome Caller,"** you are encouraged to state your name clearly. As soon as you speak, **you will have 2 minutes to provide your comments** and if extra time is warranted and it is relevant to the mission of the Committee, additional time may be granted to the speaker per the discretion of the Chair.
- **Once your 2 minutes or the time extension allowed have expired**, you will be moved out of the speaker line and back as a participant in the meeting (unless you disconnect). You will hear **"Your line has been muted."**
- Participants who wish to speak on other public comment periods can stay on the meeting line and listen for the next public comment opportunity.

Pursuant to Section 67.16 of the San Francisco Administrative Code, each member of the public may address the Committee once for up to two minutes on any agenda item.



**Attachment (3):**

**LOBBYIST REGISTRATION AND REPORTING REQUIREMENTS**

Individuals who influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; and website: [www.sfgov.org/ethics](http://www.sfgov.org/ethics).

**KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE**

(Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE, TO OBTAIN A COPY OF THE SUNSHINE ORDINANCE, OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE AT CITY HALL, 1 DR. CARLTON B. GOODLETT PLACE, ROOM 244 SAN FRANCISCO, CA 94102. OFFICE (415) 554-7724, FAX (415) 554-5163, E-MAIL: [sotf@sfgov.org](mailto:sotf@sfgov.org)

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from the Sunshine Ordinance Task Force or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, <http://www.sfgov.org/sunshine/> and at the San Francisco Public Library.

**POLICY STATEMENT OF PUBLIC HEARING OR MEETING**

Pursuant to Section 67.7-1(c) of the San Francisco Administrative Code, members of the public who are unable to attend the public meeting or hearing may submit written comments regarding a calendared item to Technical Services Division, at 1660 Mission Street, San Francisco, CA 94103 or at the place of the scheduled meeting. These written comments shall be made a part of the official public record.

**SAN FRANCISCO LOBBYIST ORDINANCE**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (SF Administrative Code Sec. 16.520-16.534) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 1390 Market Street #701, SF, CA 94102 or (415) 554-9510 voice, or (415) 703-0121 fax, or visit their website at <http://www.sfgov.org/ethics/>.



**Attachment (4):**

**ACCESSIBLE MEETING INFORMATION POLICY**

A sign language interpreter, reader, or other accommodations for a disability, will be available upon request. Please contact Technical Services Division at (628) 652-3727, providing 72 hours notice will help to ensure availability.

**Distribution List, with Attachments:**

Department of Building Inspection Web Site

[dbi.website@sfgov.org](mailto:dbi.website@sfgov.org);

San Francisco Main Library Web Site

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300-ft Radius Neighbors: See attachments.