



CODE ADVISORY COMMITTEE

**Meeting of the
Administrative & General Design Subcommittee**

DATE: March 14, 2012 (Wednesday)
TIME: 8:00 a.m. to 9:00 a.m.
LOCATION: 1650 Mission Street, Room 403 • • • Room Number

These subcommittees meet regularly every second Wednesday of the month at 1650 Mission Street, Room 431, 4th Floor (City Planning Department). If you wish to be placed on a mailing list for agendas, please call (415) 575-6832.

Note: Public comment is welcome and will be heard during each agenda item. Reference documents relating to agenda are available for review at the 1660 Mission Street, 1st floor. For information, please call Kirk Means at (415) 575-6832.

REVISED AGENDA

- 1.0 Call to Order, Roll Call and confirmation of quorum.
- 2.0 Approval of the minutes of the September 14, 2011 meeting.
- 3.0 Discussion and possible action regarding a proposed ordinance, Small Business Month – Fee Waiver Program, introduced by Supervisor Chu recognizing Small Business Month in May 2012; amending the San Francisco Planning Code and the San Francisco Building Code to waive fees for the month of May for certain façade improvements; make findings, including environmental findings and findings of consistency with the General Plan and priority policies of Planning Code Section 101.1. The possible action is to make a recommendation to the full Code Advisory Committee for their further action. (10 minutes)
- 4.0 Discussion and possible action regarding a proposed ordinance (File #120191), Building Code – Definition of Efficiency Unit, introduced by Supervisor Wiener amending the San Francisco Building Code Section 1208.4 to reduce the square footage requirement for Efficiency Dwelling Units pursuant to Section 17958.1 of the California Health & Safety Code; and making environmental findings. The possible action is to make a recommendation to the full Code Advisory Committee for their further action. (10 minutes)
- 5.0 Discussion and possible action regarding a proposed update to Administrative Bulletin #032, Site Permit Processing, to reflect the current processes in place. The possible action is to make a recommendation to the full Code Advisory Committee for their further action. (10 minutes)

- 6.0 Discussion and possible action regarding a proposed new Administrative Bulletin #104, Issuing Certificates of Final Completion and Occupancy. The possible action is to make a recommendation to the full Code Advisory Committee for their further action. (10 minutes)
- 7.0 Discussion and possible action regarding proposed changes to the San Francisco Building Code Sections 106A.3.7 Application expiration, 106A.3.8 Disapproval of application, 106A.3.8.1 Withdrawal of application, 106A.4.4 Permit expiration, and corrections to Section 110A – SCHEDULE OF FEE TABLES. The possible action is to make a recommendation to the full Code Advisory Committee for their further action. (15 minutes)
- 8.0 Subcommittee Members' and Staff's identification of new agenda items, as well as current agenda items to be continued to another subcommittee regular meeting or special meeting. Subcommittee discussion and possible action regarding administrative issues related to building codes.
- 9.0 Public Comment: Public comment will be heard on items not on this agenda but within the jurisdiction of the Code Advisory Committee. Comment time is limited to 3 minutes per person or at the call of the Chair.
- 10.0 Adjournment.

Note to Committee Members: Please review the appropriate material and be prepared to discuss at the meeting. If you are unable to attend, please call Chair Fredrick Freund at (415) 981-5780 or Building Inspector Kirk Means at (415) 575-6832. The meeting will begin promptly.



ACCESSIBLE MEETING INFORMATION POLICY

In order to assist the City's efforts to accommodate persons with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

The meeting will be held at the Department of Building Inspection, 1650 Mission Street, Room 431 (thru Room 400, Planning Dept.) The closest accessible BART stations are the Civic Center Station at 8th (at the United Nations Plaza) and Market Street and 16th at Mission Street.

Accessible MUNI/Metro lines servicing this location are the, 42 - Downtown, 14 & 14 Limited - Mission, and F - Market bus lines. For information about MUNI accessible services call (415) 923-6142.

The meeting room is wheelchair accessible. Accessible curb side parking spaces have been designated on Mission and Otis Streets. There is accessible parking available within the Department of Building Inspection parking lot. The entrance to this lot is on Otis Street.

Accessible seating for persons with disabilities (including those using wheelchairs) will be available. Assistive Listening devices will be available at the meeting. A sign language interpreter will be available upon request. Agendas and Minutes of the meeting are available in large print/tape form and/or readers upon request. Please contact Kirk Means at (415) 575-6832 at least 72 hours in advance of the meeting to request these services.

If you require use of a reader or other special services, please contact Kirk Means at (415) 575-6832 at least 72 hours in advance of the meeting to request these services.

Materials are available in alternate formats on request



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.

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 CHRIS RUSTOM, ADMINISTRATOR, CITY HALL, ROOM 409, 1 DR. CARLTON B. GOODLETT PLACE, SAN FRANCISCO, CA 94102-4689. OFFICE (415) 554-7724, FAX (415) 554-7854, E-MAIL: CHRIS.RUSTOM@SFGOV.ORG.

Copies of the Sunshine Ordinance can be obtained from the Sunshine Ordinance Task Force office, the San Francisco Public Library and on the City's website at www.sfgov.org.

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 the 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/ethics/>.