



## ***NOTICE OF CANCELLATION***

### **CODE ADVISORY COMMITTEE**

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

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**DATE:** October 12, 2011 (Wednesday)

**TIME:** 8:00 a.m. to 9:00 a.m.

**LOCATION:** 1650 Mission Street, Room 431

This subcommittee meets regularly every second Wednesday of the month at 1650 Mission Street, Room 431, 4<sup>th</sup> Floor (City Planning Department). If you wish to be placed on a mailing list for agendas, please call Kirk Means at (415) 575-6832.

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**The Regular Meeting of the  
Administrative & General Design Subcommittee  
For October 12, 2011 is cancelled.**

**The next meeting of this Subcommittee is scheduled for  
November 9, 2011**

For further information, please call Chair Fred Freund at (415) 981-5780 or Building Inspector Kirk Means at (415) 575-6832.

**Technical Services Division  
1660 Mission Street – San Francisco CA 94103  
Office (415) 558-6205 – FAX (415) 558-6401 – [www.sfdbi.org](http://www.sfdbi.org)**

## **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 DONNA HALL, 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: [DONNA\\_HALL@SFGOV.ORG](mailto:DONNA_HALL@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](http://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/>.