



PUBLIC ADVISORY COMMITTEE

MEETING NOTES

Wednesday, July 24, 2013
2:00 p.m. to 3:30 p.m.

1660 Mission Street
2nd Floor, Room 2001

1. WELCOME & INTRODUCTIONS

Deputy Director Ed Sweeney welcomed everyone to the meeting and introductions were made.

2. MISCELLANEOUS PLANNING ISSUES

a. Status of Outstanding Planning Issues

Dan Sider stated Jeff Joslin had a conflict of schedule therefore only general Planning questions would be addressed.

Drake Gardner asked if there was a policy to prioritize addendums that needed to be routed back to Planning. Dan took note but responded he was not sure what the turnaround time on addendum rechecks were.

Rachel Abraham-Pollard asked if guidelines could be provided for Environmental Evaluation review as the process can be confusing. Guidelines would also help to provide information for clients to determine if projects will need review. There was a project in which the planner assigned had to write a letter to the Environmental Evaluation planner stating project did not need full historic evaluation.

Henry Karnilowicz inquired about the process for Block Book Notification. Dan stated Planning needs a filed application in order to notify interested parties.

Jackie Crivinar asked for an update on CEQA action from the Board of Supervisors. Dan stated there are additional requirements and an appeals process will be available once legislation is in place.

3. DISCUSSION ON DPW PROCESS/REQUIREMENTS FOR TREE PLANTING FOR CONSTRUCTION PROJECTS

Dan Sider stated this was part of the Planning Code and usually applied to large scale projects. The City is facing a lawsuit; therefore, the process has been tightened. Carla Short from DPW stated the idea is to streamline the process and not create issues. Currently these permits are free; DPW requested for a permit fee but was denied and given full time staff in exchange. In the future, there will be four full time staff working on processing permits. It was suggested projects with plans be put into DPW's Bureau of Urban Forestry queue for time saving purposes. An issued building permit is not required to begin the process.

4. UPDATE ON DPH COUNTER HOURS AT 5TH FLOOR

Bill Strawn stated Maher Toxic Legislation was taking effect August 16th. A DPH Senior Health Inspector will be at station 20 for two hours on Tuesdays for a trial period of three months to answer Maher legislation questions only. When PPTS goes live, projects in Maher zone will be identified.

5. UPDATE ON SFUSD FEE PAYMENT AT 1660 MISSION

Acting Director Hui stated fees for SFUSD payments will be collected at DBI in September. DBI will not be charging a service fee. Bill stated the process should be finalized soon.

6. UPDATE ON LEGISLATION AFFECTING DBI

Bill Strawn reported work on notifications for the Soft Story legislation is making progress. It is expected notifications will be sent in September.

The Board of Supervisors will be having the annual Lien hearings on July 30th.

The Condo Conversion legislation takes effect July 29th. Bill stated Acting Director Hui has set up an internal group to process all the new applicants and back log.

7. UPDATE ON PERMIT & PROJECT TRACKING SYSTEM

Hema Nekkanti reported they are continuing their review of configuration documents. Gaps and issues are being identified and sent to vendor. Some issues are just enhancements. However the overall process is helping staff become familiar with procedures.

8. ROUNDTABLE DISCUSSION

Acting Deputy Director Dan Lowrey stated inspections are busy in the downtown districts. He advised customers to book their inspections 4 days to a week in advance. If there are issues, senior inspectors should be contacted.

Henry Karnilowicz stated the phone line to schedule inspections is wonderful. Dan Lowrey stated MIS is working to improve the system.

Drake Gardner brought up the recommendations of the Grand Jury Report. Drake stated DBI has had a lot of improvements, and the public should be aware of these positive changes. Bill stated a response hearing would be scheduled in September or October. It is recommended the public attend the hearing. DBI is working on a response. Henry Karnilowicz stated the Grand Jury Report continues to raise the same issues and it is not very truthful. Dan Lowrey stated the last 10-12 years of complaints have been addressed and abated. Director Hearings and Code Enforcement staff have increased to accommodate demand.

It was announced DPW has staff at 1155 Market Street every day. Customers are welcome to come drop off plans and pay for permits.

Director Hui announced there will be a seminar to address the Soft Story legislation on July 31st at Four Seas Restaurants.

9. FUTURE AGENDA ITEMS

No future agenda items were discussed.

Acting Director Hui said future agenda items should be sent to Carolyn Jayin (Carolyn.Jayin@sfgov.org) for the next meeting.

10. ADJOURNMENT

There being no further business the meeting was adjourned at 3:10pm.