



PUBLIC ADVISORY COMMITTEE

MEETING NOTES

Wednesday, February 26, 2014
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. UPDATE ON PERMIT & PROJECT TRACKING SYSTEM

Hema Nekkanti, DBI-MIS reported they have been testing the new system with staff during the past few weeks and will continue through the end of March. They are also in the process of data conversion/mapping. DBI and Planning staff will also be training on the new system in the coming weeks.

The Go-Live date has been pushed out due to the loss of MIS staff.

3. MISCELLANEOUS PLANNING ISSUES

a. Status of Outstanding Planning Issues

Drake Gardner brought up concerns regarding the Planning design review teams.

There was a concern regarding the inconsistency in the hours of service for Preservation Planners.

It was suggested the neighborhood pre-notification timing should be changed. It should not be required before applicants submit plans. It should be done in the time frame between when the plans are submitted and assigned to a planner. Jeff Joslin stated he will have some internal discussions to address the notifications.

To address the counter service, they have a modified approach with how they are staffing the Preservation function. It was designed to have more shifts without having a dedicated Preservation Planner. Part of what has happened is the increase in applications during the month of December, especially for additions and alternations. It was suggested to post the hours of service.

There was a question on Planning's presence on the 5th floor. Mr. Joslin stated that position was previously staffed by the PIC manager. They have not had a full time manager for the past year. They are currently expediting the hiring process for this position. They should have a job offer out within the next week and a half. Jeff will provide an update on this item at the next meeting.

There was an inquiry about Planning review of in-law projects. This is still in discussion.

With regard to the design guidelines, they are still in the process of Planning staff review. Residential guidelines and process are straightforward as they are codified. In the interim, Jeff asked attendees to make him aware of any project that may be experiencing delays related to these guidelines.

There was an issue brought up regarding a customer receiving some push back from certain Planning staff on tech firm projects. The City brought the tech companies here and it is unfortunate to be receiving push back based on the tenancy of a project from a City agency. Jeff Joslin stated that this was inappropriate and would address this issue with his staff.

A concern was raised related to in-laws and recent changes by the City to legalize them.

There was a request to provide a list of RDT names. Mr. Joslin stated they are going through staffing changes so he will hold off on providing a list.

4. DISCUSSION OF NEW LEGISLATION REQUIRING THE SEISMIC EVALUATION OF PRIVATE SCHOOLS

Patrick Otellini, Director of Earthquake Safety reported on upcoming legislation related to this item. They do not have jurisdiction over building permits being applied for or the seismic evaluations that happen for public schools. This has been a requirement for public schools for almost two decades. In 1986, the State passed the Private School Act to provide the same requirements as public schools, but it lies in an obscure section of the Administrative Code. In 2012, a working group was formed with school administrators, members of the public, design professional community, and other City staff to look at this issue. They will be giving 120 private schools in San Francisco, three years to do an evaluation of their structures. At the end of the three year period, they will analyze the information and inform the Mayor and the Board of Supervisors of their policy recommendations moving forward. There is also a finance component to this. If schools discover risk and they voluntarily make some retrofit changes, there is opportunity for financing at almost zero percent interest rate. The three year timeline is something everyone involved in the working group was comfortable with. The legislation will be introduced at the Land Use Committee next month. It has been unanimously approved through the Code Advisory Committee and Building Inspection Commission.

5. MAHER ORDINANCE REQUIREMENTS FOR TENANT IMPROVEMENT PERMITS

DPH may begin to use a stamp DBI has developed for these types of projects within Maher in order to filter out those that do not need DPH review.

There was a question of how DPH determines the 50 cubic yards. DPH staff stated it is based on how much soil has been disturbed. Calculations do not include the fluff factor.

Further questions can be directed to DPH staff on the 5th Floor.

The stamp/signage for interim controls for Market Street have been provided. Questions regarding the requirements should be directed to Edward Sweeney. The purpose is to notify residents who reside in a commercial building and provide the opportunity to check with Planning to see if the building has some historical residential use.

6. UPDATE ON LEGISLATION AFFECTING DBI

Bill Strawn provided a report given to the Commission which includes legislation to legalize illegal units.

An issue was brought up at the last BIC regarding air filtration. This new legislation is coming from DPH. Now any building, residential or commercial, may have to face new requirements as a result.

7. ROUNDTABLE DISCUSSION

There was a question as to the progress of streamlining the process for sign applications. Generally, if there are different signs they each need a separate permit. If they are the same size, they need to be identified. There is an Information Sheet G-04 now available on our website that outlines sign requirements.

An example was given of a sign project that took 14 months in Planning. Signs should be done over the counter.

With Tony Grieco now overseeing Disaster Coordination, it was asked who is supervising the 5th Floor operations. Ed Sweeney will provide his recommendation in the coming weeks.

8. FUTURE AGENDA ITEMS

No future agenda items were discussed.

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

9. ADJOURNMENT

There being no further business the meeting was adjourned at 3:16pm.