



DRAFT MINUTES

Regular Meeting of the CODE ADVISORY COMMITTEE

DATE: November 9, 2022
TIME: 9:30 a.m. to 11:00 a.m.
LOCATION: Remote Access

Remote Access to Information and Participation

Meeting held by teleconference pursuant to the Governor’s Executive Order N-29-20 and the Twelfth Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency.

Note: Public comment is welcome and will be heard during each agenda item. Reference documents relating to agenda are available for review at the 49 South Van Ness Ave, 2nd Floor, TSD Counter. For information, please email ken.hu@sfgov.org.

Present

Stephen Harris, S.E., Chair
Rene’ Vignos, S.E.
Marc Cunningham
Gina Centoni
Arnie Lerner, FAIA, CASp
Jim Reed
Tony Sanchez Corea
Brian Salyers
Brian Caruso
Ira Dorter

Excused

Don Libbey, P.E.
Jonathan Rodriguez
Ned Fennie, A.I.A, Vice-Chair
Zachary Nathan, AIA, CASp
Henry Karnilowicz

Absent

Others Present

Angie Sommer, BIC
Mohsin Shaikh, DBI
Willy Yau, DBI

Thomas Fessler, DBI
Christine Gasparac, DBI

Neville Pereira, DBI
Ken Hu, DBI

- 1.0 The meeting was called to order. Roll call found a quorum of committee members were present.
- 2.0 Approval of the minutes of the Code Advisory Committee regular meeting of October 12 2022.
 - There was a motion to approve the minutes with some minor corrections.

- Seconded and approved.

3.0 Discussion and possible action regarding proposed changes to Administrative Bulletin AB-004 “Priority Permit Processing Guidelines”.

The possible action would be to make a recommendation to the Building Inspection Commission (BIC) for their further action.

Discussion:

- DBI Technical Services Supervisor Thomas Fessler gave a presentation regarding the proposed changes to AB-004.
- Junior ADU was mentioned.
- CAC suggested to amend the paragraph regarding “voluntary or mandatory seismic upgrade”.
- DBI Mechanical Engineer Mohsin Shaikh explained the reasons to remove green building requirements in AB-004.
- There was a question regarding how many AB-004 requests DBI received.
- Priority Permit Processing can speed up about half of the time.
- Housing Opportunities Mean Equity – San Francisco Program (HOME-SF program) will be included in AB-004.

Public Comment: No public comment.

Action: There was a motion to approve AB-004 as modified in this CAC meeting and forward it to the Building Inspection Commission (BIC). Seconded and approved.

4.0 Update on the status of the Accessible Business Entrance (ABE) program.

Discussion:

- Technical Services Supervisor Thomas Fessler updated the CAC members about ABE program.
- The deadline to file a building permit for Category 2, 3 or 4 is 12/31/2022.
- The ABE list is not published on DBI’s website.
- There is a request to invite Public Work Engineer Kevin Jensen to follow up the sidewalk encroachment waiver for installing the power door operator.

Public Comment: No public comment.

5.0 Review of communication items. The Committee may discuss or acknowledge communication items received for discussion.

- Thomas Fessler reached out to Department of Public Health and Human Resource Department regarding in-person meeting but haven’t heard back from them.
- There was a mechanical contractor applied for the CAC vacant seat.
- There was still one open seat for a person with knowledge of historic building and this person doesn’t have to be a licensed professional.
- CAC members have to live in San Francisco.
- CAC may not have a meeting in December.

6.0 Public Comments on items not on this agenda but within the jurisdiction of the Code Advisory Committee. Comment time is limited to 3 minutes or as determined by of the Chairperson.

- No Public comments.

7.0 Committee comments on items not on this agenda.

- Potential changes to the Site Permit Processing.

8.0 Subcommittee Reports:

a. Housing Code Subcommittee:

Subcommittee Chair: Henry Karnilowicz
Subcommittee Members: Ira Dorter
Jim Reed

No meeting. No report.

b. Mechanical Electrical Plumbing & Fire Subcommittee:

Subcommittee Chair: Jim Reed
Subcommittee Members: Henry Karnilowicz
Brian Salyers, F.P.E.

No Meeting. No report.

c. Administrative & General Design and Disability Access Subcommittee:

Subcommittee Chair: Tony Sanchez-Corea
Subcommittee Members: Arnie Lerner, F.A.I.A., CASp
Zachary Nathan, A.I.A., CASp
Henry Karnilowicz
Jonathan Rodriguez

No meeting. No report.

d. Structural Subcommittee:

Subcommittee Chair: Stephen Harris, S.E.
Subcommittee Members: Rene' Vignos, S.E., LEED A.P.
Marc Cunningham
Ned Fennie, A.I.A.
Don Libbey, P.E.

No meeting. No report.

e. Green Building Subcommittee:

Subcommittee Chair: Zachary Nathan, AIA, CASp
Subcommittee Members: Gina Centoni
Henry Karnilowicz
Jonathan Rodriguez

No meeting. No report.

9.0 Committee Member's and Staff's identification agenda items for the next meeting, as well as current agenda items to be continued to another CAC regular meeting or special meeting, or a subcommittee meeting.

- Summary regarding CAC meetings in 2022.
- Time required to obtain a permit application number through Electronic Plan Review (EPR) during code change period.

10.0 Adjournment.

- The meeting was adjourned at 10:48 a.m.