

***BIC Regular Meeting  
of  
June 21, 2023***

***Agenda Item 10***

***Special Joint City Planning Commission and  
Building Inspection Commission Meeting  
Minutes of May 11, 2023***

**SAN FRANCISCO PLANNING COMMISSION**

**AND**

**BUILDING INSPECTION COMMISSION**

**DRAFT MINUTES**

**Thursday, May 11, 2023**

**1:00 p.m.**

**Special Meeting**

**PLANNING**

**COMMISSIONERS PRESENT:** Tanner, Moore, Braun, Diamond, Imperial, Koppel

**COMMISSIONERS ABSENT:** Ruiz

**BUILDING INSPECTION**

**COMMISSIONERS PRESENT:** Bito, Tam, Alexander-Tut, Neumann, Shaddix, Sommer

**COMMISSIONERS ABSENT:** None

**THE MEETING WAS CALLED TO ORDER BY PRESIDENT TANNER AT 1:02 PM**

**DBI & BIC STAFF IN ATTENDANCE:** Patrick O’Riordan - Director, Christine Gasparac – Assistant Director, Neville Pereira – Deputy Director of Permit Services, Sonya Harris – Commission Secretary

**Permit Center & CPC STAFF IN ATTENDANCE:** Michael Christensen- Permit Center, Liz Watty – Director of Current Planning, Jonas P. Ionin – Commission Secretary

**SPEAKER KEY:**

- + indicates a speaker in support of an item;
- indicates a speaker in opposition to an item; and
- = indicates a neutral speaker or a speaker who did not indicate support or opposition.

**A. SPECIAL CALENDAR**

1. [2022-010241OTH](#) (M. CHRISTENSEN: (628) 652-7567)  
**SITE PERMIT REFORM PROJECT – Informational Presentation** – Staff of the San Francisco Permit Center, the Planning Department, and the Department of Building Inspection will provide an informational presentation of proposed improvements to the City's permit review process, creating a new and streamlined permit process to replace the existing Site Permit review process.  
*Preliminary Recommendation: None – Informational*

**SPEAKER:**

- = Michael Christensen, Permit Center – Staff presentation
- = Charlie Cheng – Control input
- = Christopher Roach – Excited with the potential reforms
- = David Gast – Involve other agencies
- = Serina Calhoun – Full permits, publish unwritten policies
- = Lev Weisbach – Streamline, inter-agency review, DPW
- = Mark Loper – Minor projects, entitlement process
- = Jerry Dratler – Expediting permit process
- = Georgia Schuttish – Property owners need to have knowledge if a neighboring project could potentially undermine their own structure and that is why the requirement for a Geotechnical Study should go back to lots with a 20% slope, not the revised 25%. Issues with DBI Information Sheet EG-02 and State Fire Marshall have never been fully resolved. A temporary sheet doesn't seem adequate for egress. Demo Calculations (Calcs) should be submitted at Intake. With Blue Beam the Calcs can be on the plans of the application...even if things change in the field during construction. Currently projects are accepted as complete without the Demo Calcs... DBI officials have stated that "Vertical Additions are the most common source of unauthorized demolitions". The Demo Calcs must be provided at Intake in this new system regardless of the separate issue that the Demo Calcs also need to be adjusted per Planning Code Section 317(b)(2)(D).
- Sean Keighran – Revisions, backlogs
- + Jake Price – See the most effective policy, using digital tools
- Kevin – Accountability, delay in response
- Speaker – Lookbacks, timeline
- + Dennis Richards – Timeline, good government process
- Anne Cervantes – Dealing with DPW and PG&E
- = Sue Hestor – Use the same computer system for tracking projects
- = Liz Watty – Response to comments and questions
- = Neville Pereira, DBI – Response to comments and questions
- = Debra Lutske, Public Works – Response to comments and questions
- + Speaker – Ensure that the applicants are qualified, architectural copyright

**ACTION:** Closed the Public Hearing

ADJOURNMENT 3:35 PM