



DRAFT MINUTES

Special Meeting of the CODE ADVISORY COMMITTEE

DATE: December 7, 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.
Zachary Nathan, AIA, CASp
Henry Karnilowicz
Gina Centoni
Jim Reed
Tony Sanchez Corea
Brian Salyers
Brian Caruso
Jonathan Rodriguez
John Tostanoski
Don Libbey, P.E.

Excused

Ned Fennie, A.I.A, Vice-Chair
Marc Cunningham
Ira Dorter
Arnie Lerner, FAIA, CASp

Absent

Others Present

Raquel Bito, BIC
Thomas Fessler, DBI
Michelle Yu, DBI
Call-in User_2 (415913****)

Angie Sommer, BIC
Janey Chan, DBI
Matthew Armour, DBI
Call-in User_3 (415595****)

Neville Pereira, DBI
Alex Koskinen, DBI
Kathy Harold, SFFD
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 November 9 2022.
 - There was a motion to approve the minutes as written.
 - Seconded and approved.

- 3.0 Discussion and possible action regarding 2022 Cost Schedule.

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

Discussion:

- DBI Technical Services Manager Janey Chan made a presentation regarding the proposed 2022 Cost Schedule.
- DBI Deputy Director of Permit Services Neville Pereira gave a brief introduction regarding the context of the Cost Schedule.
- Technical Services Inspector Matthew Armour highlighted the major updates for the 2022 Cost Schedule.
- The Cost Schedule was updated last time in 2017.
- Chair Stephen Harris asked that total fees collected by DBI would increase based upon these valuations, if it would actually be appropriate to change up the multipliers.
- Neville Pereira answered DBI is self-funded and DBI set the valuation threshold deliberately low because the goal is never to make a profit. It's just to cover DBI's cost of services. DBI potentially will revisit the multipliers at a later time when more information is available and is embarking on a fee study as well.
- Neville Pereira pointed out that DBI should be able to adjust the Cost Schedule on an annual basis after this major update.
- There was a discussion regarding Cost Schedule's numbers are lower than the actual construction costs charged on the field.
- There was a discussion regarding tenant improvement (TI) projects cost since TI range widely on what the work is covered.
- There was a recommendation to round up the numbers in the Cost Schedule.

Public Comment: No public comment.

Action: There was a motion to make a recommendation to the Building Inspection Commission (BIC) to approve 2022 Cost Schedule with the recommendation to round up the numbers. Seconded and approved.

- 4.0 Review of communication items. The Committee may discuss or acknowledge communication items received for discussion.
 - No communication items.
- 5.0 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.
- 6.0 Committee comments on items not on this agenda.

- This is a special meeting and there will be no regular CAC and Subcommittees meetings for December.
- There is still no time frame for in-person meeting.
- There was a suggestion to have a hybrid meeting.
- There was a comment regarding the new 2022 California codebooks for CAC members.
- TSD will conduct a survey for the codebook requests.

7.0 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.

8.0 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.

- As mentioned in CAC November meeting.

9.0 Adjournment.

- The meeting was adjourned at 10:23 a.m.