

***Regular Meeting of the Building  
Inspection Commission***

***June 17, 2026***

***BIC Agenda Item 7***



**BUILDING INSPECTION COMMISSION (BIC)  
Department of Building Inspection (DBI)**

**REGULAR MEETING**

**Wednesday, April 15, 2026 at 10:30 a.m.**

**City Hall, 1 Dr. Carlton B. Goodlett Place, Room 416**

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**PUBLIC COMMENT CALL-IN: 1-415-655-0001 / Access Code: 2664 699 6724**

## **DRAFT MINUTES**

### **1. Call to Order and Roll Call.**

**The regular meeting of the Building Inspection Commission was called to order at 11:01 a.m., and a quorum was certified.**

#### **COMMISSION MEMBERS PRESENT:**

Alysabeth Alexander-Tut, **President**  
Catherine Meng, **Vice President**  
Dan Calamuci, **Commissioner, Excused**  
Judy Lee, **Commissioner**  
Lindsey Maclise, **Commissioner**  
Bianca Neumann, **Commissioner, Excused**  
Kavin Williams, **Commissioner**

Sonya Harris, **Secretary**

#### **D.B.I. REPRESENTATIVES:**

Patrick O’Riordan, **Director**  
Christine Gasparac, **Assistant Director**  
Alex Koskinen, **Deputy Director, Administrative Services**  
Tate Hanna, **Legislative & Public Affairs Manager, Excused**  
Megan Wall Shui, **Principal Data Analyst**

#### **CITY ATTORNEY REPRESENTATIVE:**

Robb Kapla, **Deputy City Attorney**

Commission delivered the standard acknowledgment of the Ramaytush Ohlone.

## 2. President's opening remarks.

- Welcomed Interim Director David Kane.
- Reported on meeting with Mayor's Office regarding potential DBI-Planning merger.
- No proposal finalized; Board of Supervisors will shape any merger framework.
- Encouraged Commission to define priorities and concerns proactively.

Public Comment: None

## 3. General Public Comment: The BIC will take public comment on matters within the Commission's jurisdiction that are not part of this agenda.

- Mr. Jerry Dratler raised concerns about the misuse of administrative permits, expired permits, and inspection integrity.
- Mr. Charley Goss of the San Francisco Apartment Association (SFAA) stated that the organization has been part of the Code Enforcement Outreach Program (CEOP) since 1997, and they assist with landlord and tenant groups working together. He read a letter regarding SFAA accidentally missing the deadline to apply to be part of the CEOP program when DBI recently issued its Request For Proposal (RFP). Mr. Goss requested reissuance of RFP Service Area 4 for landlord services within the CEOP program.
- Ms. Pratibha Tekkey of the Tenderloin Housing Clinic (THC) stated that she supported the San Francisco Apartment Association, and that THC has definitely benefited from their assistance. Her organization works with them to bridge the gap between landlords and tenants.

President Alexander-Tut clarified that RFP decisions fall under DBI, not the BIC.

## 4. Director's Report.

### a. Director's Update [Interim Director Kane]

Interim Director David Kane outlined the following priorities: Improving customer service, reducing permit backlogs, supporting OpenGov permit system transition, and participating in merger discussions.

### b. Update on PermitSF shot clocks.

Ms. Megan Wall-Shui discussed the following items:

- Continued decline in permit issuance times.
- Meeting major completeness and resubmission goals; still improving first-review timelines.
- OpenGov processing median remains at two business days.

### c. Update on proposed or recently enacted State or local legislation.

Assistant Director Christine Gasparac gave an update on the following:

- Local and state legislative items were reviewed.
- Broader state update planned next month.

**d. Update on DBI’s finances.**

Deputy Director of Administration Alex Koskinen provided an update on the following:

- Revenue remains strong; projecting surplus.
- Hiring slowdowns creating some salary savings.

Public Comment:

Mr. Jerry Dratler discussed a list of internal control weaknesses at DBI. He stated that his comment was about the operations since there is a new director. He asked if SFPermit would address the internal control weaknesses that he listed.

**5. Discussion and possible action regarding a proposed ordinance amending the Building Code to adjust fees charged by the Department of Building Inspection.**

Mr. Alex Koskinen, Deputy Director of Administration, presented a proposed ordinance amending the Building Code to adjust fees charged by the Department of Building Inspection. Mr. Koskinen stated that this was the final fee adjustment to get DBI to full cost recovery.

Public Comment:

Mr. Jerry Dratler stated that DBI penalty fees should not have been excluded from the scope of work.

The Commission unanimously supported updated fee schedules to reach full cost recovery.

*President Alexander-Tut made a motion, seconded by Commissioner Williams, to approve a proposed ordinance amending the Building Code to adjust fees charged by the Department of Building Inspection.*

**Roll Call Vote by Commission Secretary Harris:**

President Alexander-Tut	Yes
Vice President Meng	Yes
Commissioner Calamuci	Excused
Commissioner Lee	Yes
Commissioner Maclise	Yes
Commissioner Neumann	Excused
Commissioner Williams	Yes

*The motion carried unanimously.*

**RESOLUTION NO. BIC 020-26**

**6. Discussion and possible action regarding Board of Supervisors File No. 260118 Ordinance amending the Business and Tax Regulations Code to extend, through June 30, 2027, the waiver**

**of certain first-year permit, license, and business registration fees for specified small businesses that newly form or that open a new location.**

Assistant Director Christine Gasparac and Senior Housing Inspector Jose Lopez presented regarding Board of Supervisors File No. 260118.

The Commission unanimously supported extension of the citywide program through 2027.

Public Comment: None

***President Alexander-Tut made a motion, seconded by Commissioner Lee, to recommend approval of File No. 260118 Ordinance amending the Business and Tax Regulations Code to extend through June 30, 2027.***

**Roll Call Vote by Commission Secretary Harris:**

<b>President Alexander-Tut</b>	<b>Yes</b>
<b>Vice President Meng</b>	<b>Yes</b>
<b>Commissioner Calamuci</b>	<b>Excused</b>
<b>Commissioner Lee</b>	<b>Yes</b>
<b>Commissioner Maclise</b>	<b>Yes</b>
<b>Commissioner Neumann</b>	<b>Excused</b>
<b>Commissioner Williams</b>	<b>Yes</b>

***The motion carried unanimously.***

**RESOLUTION NO. BIC 021-26**

**7. Discussion and possible action regarding Board of Supervisors File No. 260295 Ordinance amending the Housing Code to revise qualifications and deadlines for conducting structural maintenance inspections, in addition to other requirements.**

Ms. Christine Gasparac, Assistant Director, and Senior Housing Inspector Jose Lopez presented and answered questions regarding Board of Supervisors File No. 260295.

The Commission unanimously supported amending the Housing Code to align inspection requirements with state law and reinstate fire escapes as covered elements.

***Commissioner Meng made a motion, seconded by President Alexander-Tut, to approve File No. 260295 Ordinance amending the Housing Code to revise qualifications and deadlines for conducting structural maintenance inspections.***

Public Comment: None

**Roll Call Vote by Commission Secretary Harris:**

<b>President Alexander-Tut</b>	<b>Yes</b>
<b>Vice President Meng</b>	<b>Yes</b>
<b>Commissioner Calamuci</b>	<b>Excused</b>
<b>Commissioner Lee</b>	<b>Yes</b>
<b>Commissioner Maclise</b>	<b>Yes</b>
<b>Commissioner Neumann</b>	<b>Excused</b>
<b>Commissioner Williams</b>	<b>Yes</b>

*The motion carried unanimously.*

**RESOLUTION NO. BIC 022-26**

**8. Discussion and possible action regarding Administrative Bulletin 112 – Implementation of Regulations for All Electric New Construction and Major Renovations.**

Mr. Barry Hooper of the Department of the Environment presented regarding Administration Bulletin 112 – Implementation of Regulations for All Electric New Construction and Major Renovations.

The Commission unanimously approved updated bulletin covering all-electric new construction, major renovations, exceptions, utility delay guidelines, and electric-ready requirements.

*President Alexander-Tut made a motion, seconded by Vice-President Meng, to approve Administrative Bulletin 112 – Implementation of Regulations for All Electric New Construction and Major Renovations.*

Public Comment: None

**Roll Call Vote by Commission Secretary Harris:**

<b>President Alexander-Tut</b>	<b>Yes</b>
<b>Vice President Meng</b>	<b>Yes</b>
<b>Commissioner Calamuci</b>	<b>Excused</b>
<b>Commissioner Lee</b>	<b>Yes</b>
<b>Commissioner Maclise</b>	<b>Yes</b>
<b>Commissioner Neumann</b>	<b>Excused</b>
<b>Commissioner Williams</b>	<b>Yes</b>

*The motion carried unanimously.*

**RESOLUTION NO. BIC 023-26**

**9. Discussion and possible action regarding the following: DBI merger/consolidation with other departments and Commission Streamlining.**

**a. Commission discussion to identify BIC goals, concerns, and priorities concerning these potential changes.**

- Public concerns emphasized lack of transparency, impact to Housing Inspection Division, and risks to DBI’s independent budget.
- Commission discussion focused on preserving:
  - Housing, code enforcement, and safety functions
  - DBI’s financial autonomy
  - Language access and community-oriented compliance programs
  - Independence of DBI and Planning Commissions
  - Distinctions between planning design review and life-safety enforcement

**b. Possible action to delegate authority to President Alexander-Tut and Vice-President Meng to write and submit a letter to the Board of Supervisors and Mayor’s Office summarizing the BIC’s goals, concerns, and priorities.**

- **Action:** Commission delegated authority to President Alexander-Tut and Vice President Meng to draft and submit a letter outlining BIC priorities and concerns.

*Commissioner Williams made a motion, seconded by Commissioner Maclise, to delegate authority to President Alexander-Tut and Vice-President Meng to draft and submit a letter outlining the Building Inspection Commission’s priorities and concerns.*

Public Comment:

Ms. Pratibha Tekkey of the Tenderloin Housing Clinic (THC) requested clear transparency from the Mayor’s Office and the respective departments, not to see it in the newspaper as to what they are trying to do regarding the merger. There is a lot at stake and THC does not know what is proposed and they are confused. They are willing to be a partner and want to know how the merger will affect their program, especially the Housing Inspection division of DBI, which is dear to those who work in the community. Ms. Tekkey asked for transparency about what is exactly being proposed, and to make sure that the Department of Building Inspection’s budget is not merged with Planning. She also mentioned that she hoped the BIC’s budget approval authority would not be taken away.

**Roll Call Vote by Commission Secretary Harris:**

<b>President Alexander-Tut</b>	<b>Yes</b>
<b>Vice President Meng</b>	<b>Yes</b>
<b>Commissioner Calamuci</b>	<b>Excused</b>
<b>Commissioner Lee</b>	<b>Yes</b>
<b>Commissioner Maclise</b>	<b>Yes</b>
<b>Commissioner Neumann</b>	<b>Excused</b>
<b>Commissioner Williams</b>	<b>Yes</b>

*The motion carried unanimously.*

**RESOLUTION NO. BIC 024-26**

**10. Commissioner’s Questions and Matters.**

- a. Inquiries to Staff.** At this time, Commissioners may make inquiries to staff regarding various documents, policies, practices, and procedures, which are of interest to the Commission.
- b. Future Meetings/Agendas.** At this time, the Commission may discuss and take action to set the date of a Special Meeting and/or determine those items that could be placed on the agenda of the next meeting and other future meetings of the Building Inspection Commission.

There were no inquiries to staff.

Secretary Harris stated that the next Regular BIC meeting would be scheduled on May 20, 2026.

**11. Adjournment.**

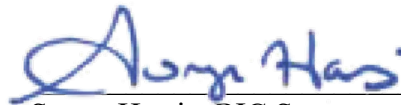
*Commissioner Maclise made a motion, seconded by Vice-President Meng to adjourn the meeting.*

*The motion carried unanimously.*

The meeting was adjourned at 12:28 PM.

**RESOLUTION NO. BIC 025-26**

Respectfully submitted,

A handwritten signature in blue ink that reads "Sonya Harris". The signature is written in a cursive style and is positioned above a horizontal line.

Sonya Harris, BIC Secretary

*This content was generated with the assistance of Copilot and reviewed by City staff for accuracy. For questions, appeals, or corrections, contact: [sonya.harris@sfgov.org](mailto:sonya.harris@sfgov.org)*