Regular Meeting of the Building Inspection Commission

November 18, 2026

BIC Agenda Item 8

Minutes of the Regular Meeting of October 21, 2026

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

REGULAR MEETING
Wednesday, October 21, 2026 at 10:30 a.m.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 416
Watch SF Cable Channel 78/Watch www.sfgovtv.org

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PUBLIC COMMENT CALL-IN: 1-415-655-0001 / Access Code: 2663 430 3003

DRAFT MINUTES

1. Call to Order and Roll Call.

The regular meeting of the Building Inspection Commission was called to order at 10:38 a.m., and a quorum was certified.

COMMISSION MEMBERS PRESENT:
Alysabeth Alexander-Tut, **President**
Dan Calamuci, **Commissioner**
Judy Lee, **Commissioner**
Lindsey Maclise, **Commissioner**
Bianca Neumann, **Commissioner**

Sonya Harris, **Secretary**

DBI & CPC REPRESENTATIVES:
David Kane, **Interim Director**
Christine Gasparac, **Assistant Director**
Alex Koskinen, **Deputy Director, Administrative Services**
Tate Hanna, **Legislative & Public Affairs Manager**
Megan Wall Shui, **Principal Data Analyst**

CITY ATTORNEY REPRESENTATIVE:

Robb Kapla, **Deputy City Attorney**

The Commission read the City's Land Acknowledgment recognizing that the Commission meets on the unceded ancestral homeland of the Ramaytush Ohlone people, their stewardship, and their sovereign rights.

2. President's opening remarks.

President Alexander-Tut welcomed commissioners, staff, and members of the public. Key agenda highlights included:

- Presentation from Housing Inspection Services regarding housing code enforcement challenges and policy recommendations.
- Update regarding the proposed merger of the Department of Building Inspection (DBI) and Planning Department.
- Winter weather preparedness update, including preparations for anticipated El Niño impacts.
- Commission committee and leadership appointments.

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. Jeremy Beal , 246 Valley Street, asked who reviews complaints about the Department's handling of a case. On March 19 he filed complaint 202653093, describing the handling of his earlier complaints. It was assigned to the inspector it described; a reassignment request on his behalf was declined March 24; the inspector closed it March 25, before its scheduled inspection date. On April 9 the Department wrote that the inspector would re-inspect the crack under 246 Valley Street; no re-inspection is recorded. On June 30 the Chief Building Inspector assigned a senior inspector to meet with him and read his emails, writing that the inspectors on the case "were out there and their actions were correct." On July 2 complaint 202658355 was closed as "Building separation observed"; on July 22 the Department recorded "Observed building contact." He said that is not independent review and asked for a written report.

4. Update regarding the department merger.

Planning Director Sarah Dennis Phillips provided an overview of the proposed merger initiative, emphasizing that:

- The merger is intended to improve customer service and operational efficiency rather than address deficiencies.
- Planning and DBI have largely complementary, not overlapping, functions.
- Key goals include:
    - Operating as one customer-focused city process.
    - Increasing transparency.
    - Better integrating planning and building reviews.
    - Strengthening safety and compliance efforts.

DBI Director David Kane discussed the merger timeline, which included the following:

- Phase I – Technology and Permit Center integration began in early 2026.

- Phase II – Administrative and support functions were consolidated in summer 2026.
- Phase III – Full integration is targeted for July 1, 2027, pending voter approval and required legislation.

Financial Overview

- Both departments are operating from positions of financial strength.
- The proposed merged department would likely operate as a fee-funded organization.
- No staff reductions are anticipated.
- Future budgets and fee models will be presented for Commission review.

Public Comment:

Speakers from community and tenant advocacy organizations emphasized:

(Members of the public included: Luisa – Chinatown Community Development Center (CCDC), Georgia Schuttish, and Online Caller.)

- Maintaining Housing Inspection Services and Code Enforcement Outreach Program (CEOP).
- Protecting tenant services and community partnerships.
- Ensuring transparency, financial separation, and public accountability.
- Preserving existing Commission oversight structures.

Commissioner's Questions and Comments:

- Preservation of DBI's fiscal independence.
- Protection of Housing Inspection Services and tenant-focused programs.
- Preservation of technical expertise and authority of the Chief Building Official.
- Ensuring safety enforcement remains insulated from political influence.
- Organizational structure and accountability under a merged department.

5. Discussion regarding challenges enforcing the Housing Code and policy recommendations on improving the housing rental stock in San Francisco.

Chief Housing Inspector Jamie Sanbonmatsu presented data and recommendations regarding enforcement activities and housing preservation efforts.

Key Statistics (Past Year)

- 6,768 active cases
- 38,000 inspection items reviewed

- 35,000 abatement actions completed
- 80% abatement/compliance rate
- 697 active cases under Orders of Abatement

Neighborhood Impacts
Highest concentrations of violations and enforcement activity were reported in:

- Tenderloin
- South of Market (SoMa)
- Chinatown
- Mission District

These neighborhoods account for approximately 40% of all housing inspection activity.

Accomplishments:

- Expanded community-based code enforcement initiatives.
- Strengthened partnerships with community organizations.
- Increased collaboration with the Department of Public Health.
- Significant litigation successes against non-compliant property owners.
- Achievement of major settlements, including a recent $9 million settlement tied to housing enforcement actions.

Staffing and Resource Needs
Housing Inspection Services identified a need for:

- Additional inspectors in high-volume neighborhoods.
- A dedicated full-time Code Enforcement Outreach/SRO Program Coordinator.
- Additional support for community engagement and preventative maintenance efforts.

Winter Preparedness Measures
Housing Inspection Services announced:

- Reduced compliance timeframes for water intrusion and flood-related issues from 30 days to 15 days.
- Increased focus on storm-related inspection activities ahead of the anticipated winter season.

Public Comment:

Representatives from:

- Tenderloin Housing Clinic (THC) Representative Pratibha Tekkey said that she was part of the SRO Collaborative program in Tenderloin and SOMA.
- Sandy Jang, Chinatown Community Development Center Representative.
- Housing Rights Committee of San Francisco
- Community-based outreach programs

Expressed strong support for:

- Additional staffing resources.
- Continued funding for Code Enforcement Outreach Program (CEOP).
- Strong partnership between inspectors and community organizations.
- Expansion of housing preservation and tenant protection efforts.

6. [Submittal of Reports] Director's Report.

a. Director's Update [Interim Director Kane]

Representatives from:

- Chinatown Community Development Center
- Housing Rights Committee of San Francisco
- Community-based outreach programs

Members of the public expressed strong support for:

- Additional staffing resources.
- Continued funding for CEOP.
- Strong partnership between inspectors and community organizations.
- Expansion of housing preservation and tenant protection efforts,

b. Update on department preparation for winter weather.

Senior Building Inspector Sebastian Mendoza presented preparedness efforts for the anticipated El Niño season, and provided the following update:

- Expanded emergency inspection coverage.
- Updated continuity of operations planning.
- Enhanced public communication efforts.

- Reduced housing inspection response timelines for storm-related complaints.
- Continued emergency permitting capabilities through remote operations.

c. Update on PermitSF shot clocks.

Ms. Megan Wall Shui of the Planning Department provided the following update:

- Median in-house permit issuance time: 155 days.
- Over-the-counter permits: median 5 days.
- First plan review: median 11 days.
- Resubmittal review: under 14 days more than 87% of the time.
- More than 3,700 permits processed through OpenGov, with 84% issued.

d. Update on proposed or recently enacted State and local legislation.

Mr. Tate Hanna gave an update on proposed or recently enacted State and local legislation and addressed the following:

- Ceiling height ordinance has advanced through Land Use Committee and awaits Board of Supervisors consideration.
- Expanded Compliance Control Program amendments expected to come before the Commission next month.

e. Update on DBI's finances.

Mr. Alex Koskinen, Deputy Director of Administration of the Building and Planning Departments provided the following finance update:

Fiscal Year 2025-26 Closeout

- Budgeted Revenue: $74 million
- Actual Revenue: $93 million
- Strong permitting and fee collection performance.

Fiscal Year 2026-27 First Quarter

- Revenue remains ahead of projections.
- Department continues to maintain strong reserves.
- Permit valuation approaching $1 billion, significantly higher than the prior year.

Commissioners requested future reporting on allocation of shared services costs within the proposed merged department.

7. Discussion and possible action to elect BIC Vice-President.

No action was taken.

8. Discussion and possible action to appoint a Commissioner to serve on the Litigation Subcommittee.

No action was taken.

9. Discussion and possible action to appoint a Commissioner to serve on the Nominations Subcommittee.

No action was taken.

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.

Secretary Harris stated that the next Regular Meeting of the Building Inspection Commission would be on November 18, 2026.

Single Stair Reform Discussion:

Commissioner Calamuci requested information regarding single-stair reform proposals.

Interim Director Kane stated:

- DBI, Planning, and Fire Department staff are developing guidance related to alternative means of egress.
- An informational bulletin is expected to be released in the coming weeks.
- Staff will provide a future update to the Commission.

248 Valley Street Follow-Up

Deputy Director of Inspection Services Matthew Greene reported:

- Commissioners requested an update.
- A third senior inspector is currently reviewing the matter.

- Site inspections occurred on October 16 and additional inspections are scheduled.
- Review remains ongoing due to pending claims and legal considerations.

Public Comment:

Mrs. Kimberly Beal, 246 Valley Street, said in March 2026 the contractor excavated against the house with no written notice from the builder to the tenants or the owner. On March 19 the family felt the excavation through the house; on March 20 they reported a crack under the front corner, with photographs; no written response. The inspector wrote "ok to pour. Pending SI/EOR" on March 20 and March 26. The plans require the geotechnical engineer to observe footing excavations and report to the building official; in August the Department wrote it had received no special inspection or observation reports. Doors stick, walls have cracked, plaster falls. On July 22 the Department recorded the buildings touching; they still touched. She asked that 248 Valley Street be placed on the next agenda, with answers on excavation notice, why work continued after the reported crack, and where the reports are.

Mr. Jeremy Beal asked the Commission to place 248 Valley Street on its next agenda as its own item, with a written staff report. Before the permit issued, the Department's plan checker wrote that part of the retaining wall was "within the influence zone of adjacent footing" and asked for temporary shoring design; no special inspection report for shoring or wood lagging was recorded. On March 23 he asked in writing for a structural inspection of 246 Valley Street; it had not occurred. On July 22 the Department recorded "Observed building contact… Pending follow up on providing building separation"; the next entry on the contact came 86 days later; the buildings still touched. The October 16 entry says the visit was arranged with the contractor and records no measurement. He asked that the contact be measured at every floor and recorded, the buildings separated, and the closed complaints re-reviewed.

Mr. David Cao, owner of 244-246 Valley Street, said he was notified in late June that the new building at 248 was touching his. On July 22 the Department recorded "Observed building contact… Pending follow up on providing building separation"; the buildings still touched. He had given no written consent to the contact or to any work on his building and wanted it fixed on the 248 side, with any plan sent to him in writing for his engineer's review. He received no written notice from the builder before the excavation next to his building. His October 5 email to the Department and his later email to the Director were unanswered. The October 16 inspection was arranged with the contractor; he had received no measurements, photographs or survey. He asked for the October 16 findings, measurement at every floor, separation on the 248 side, and a next-agenda item.

11. Review and approval of the minutes of the Regular Meeting of August 19, 2026.

President Alexander-Tut made a motion, seconded by Commissioner Neumann, to approve the minutes of the Regular Meeting of August 19, 2026.

The motion carried unanimously.

RESOLUTION NO. BIC 038-26

12. Adjournment.

Commissioner Neumann made a motion, seconded by President Alexander-Tut, to adjourn the meeting.

The motion carried unanimously.

RESOLUTION NO. BIC 039-26

The meeting was adjourned at 1:01 p.m.

Respectfully submitted,

Sonya Harris, BIC Secretary

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