

**BOARD OF APPEALS**

**CITY & COUNTY OF SAN FRANCISCO**

**DRAFT MEETING MINUTES – WEDNESDAY, MARCH 25, 2026**

**REGULAR MEETING (IN-PERSON AND REMOTE ACCESS VIA ZOOM)**

**5:00 P.M., CITY HALL, ROOM 416, ONE DR. CARLTON B. GOODLETT PLACE**

PRESENT: President John Trasviña, Vice President Rebecca Saroyan and Commissioner Robin Abad Ocubillo.

Jesse Mainardi, Deputy City Attorney, Office of the City Attorney (CAT); Megan Ryan, Deputy City Attorney, CAT, representing the Department of Public Health (DPH); Jennifer Callewaert, Acting Director, Environmental Health Branch, DPH; Michelle Vega, Principal Environmental Health Inspector, DPH; Julie Lamarre, Executive Director; Alec Longaway, Legal Assistant.

ABSENT: Commissioner Jose Lopez.

(1) **PUBLIC COMMENT**

At this time, members of the public may address the Board on items of interest to the public that are within the subject matter jurisdiction of the Board except agenda items. With respect to agenda items, your opportunity to address the Board will be afforded when the item is reached in the meeting with one exception. When the agenda item has already been reviewed in a public hearing at which members of the public were allowed to testify and the Board has closed the public hearing, your opportunity to address the Board must be exercised during the Public Comment portion of the calendar. Each member of the public may address the Board for up to three minutes. At the discretion of the Board President, public comment and remote public participation may be limited to two minutes per person. If it is demonstrated that public comment and remote public participation will cumulatively exceed 15 minutes, the President may continue Public Comment and/or remote public participation to another time during the meeting.

SPEAKERS: None.

(2) **COMMISSIONER COMMENTS & QUESTIONS**

SPEAKERS: President Trasviña welcomed everyone to the hearing.

PUBLIC COMMENT: None.

(3) **ADOPTION OF MINUTES**

Discussion and possible adoption of the March 11, 2026 minutes.

ACTION: Upon motion by Vice President Saroyan, the Board voted 3-0-1 (Commissioner Lopez absent) to adopt the March 11, 2026 minutes.

PUBLIC COMMENT: None.

**ITEMS (4A) AND (4B) SHALL BE HEARD TOGETHER**

**(4A) APPEAL NO. 25-056**

<p>MARCO FARINA and GIULIA MAZZA, Appellant(s)</p> <p>vs.</p> <p>DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL</p>	<p>850 Corbett Avenue. Appealing the ISSUANCE on December 4, 2025, to John Orlando, of an Alteration Permit (Unit#1: correct Notice of Violation #202545537 and #202545865, legalize an existing 7'7" tall wood fence at the rear terraces at the first floor; correcting unpermitted electrical lighting installed in common areas; fence length 13' 6"). PERMIT NO. 2025/1125/0412. FOR HEARING TODAY. <b>Note: On January 30, 2026, these matters were rescheduled from February 11, 2026 to February 18, 2026. It was necessary to reschedule these cases because the February 11, 2026 meeting was cancelled due to a lack of a quorum. On February 18, 2026, it was necessary to reschedule this Item to March 11, 2026 due to a lack of a quorum. On March 11, 2026 it was necessary to reschedule these items to March 25, 2026 due to a lack of a quorum.</b></p>
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**(4B) APPEAL NO. 25-057**

<p>MARCO FARINA and GIULIA MAZZA, Appellant(s)</p> <p>vs.</p> <p>DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL</p>	<p>850 Corbett Avenue. Appealing the ISSUANCE on December 4, 2025, to Debra Leong, of an Alteration Permit (Unit #2: correct Notice of Violation #202545537 and #202545865, legalize an existing 7'7" tall wood fence at the rear terraces at the first floor; correcting unpermitted electrical lighting installed in common areas; fence length 13' 6"). PERMIT NO. 2025/1125/0415. FOR HEARING TODAY. <b>See Note in (4A) above.</b></p>
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ACTION: None.

Executive Director Lamarre rescheduled these matters to April 15, 2026, due to a lack of a quorum (Commissioner Lopez was absent and Vice President Saroyan would need to recuse herself from hearing these cases).

SPEAKERS: None.

PUBLIC COMMENT: None.

**(5) JURISDICTION REQUEST NO. 26-1**

**Subject property at 158 15th Avenue.** Letter from Monica McKay, requestor, asking that the Board take jurisdiction over Alteration Permit No. 2026/02/09/5519, which was issued on February 11, 2026. The appeal period ended on February 26, 2026, and the jurisdiction request was filed at the Board office on March 6, 2026. **Permit Holder:** Kerry Cooper . **Permit Description:** Revision to Permit Application No. 2022/0825/1288, foundation support.

**ACTION:** Upon motion by President Trasviña, the Board voted 3-0-1 (Commissioner Lopez absent) to continue this matter to April 15, 2026, at the request of the parties so that they could have more time to try and resolve their issues.

**SPEAKERS:** None.

**PUBLIC COMMENT:** None.

**(6) APPEAL NO. 26-008**

<p>PETER ISKANDAR, Appellant(s)</p> <p>vs.</p> <p>ZONING ADMINISTRATOR, Respondent</p>	<p>460-462 Vallejo Street.</p> <p>Appealing the ISSUANCE on January 16, 2026, to Peter Iskandar, of a Notice of Violation &amp; Penalty Decision (The property is authorized for two dwelling units. The violations pertain to the alteration of the building through a series of permits and in some cases inconsistent representation of building conditions. The building was further altered without permits resulting in a noncompliant building that includes a roof deck with glass railings without a setback and required bird-safe treatment, windows altered and relocated, and front façade alterations including replacement of siding from stucco to wood. Additional violations pertain to: (1) The unauthorized use of a private club on the 4th floor, (2) an unauthorized unit on the second floor, and (3) the unauthorized conversion of the garage into a living room with no room for a parked car or removal of the curb cut. The unauthorized unit contains one bedroom converted from a media room, a full bathroom, independent accessibility from the street, and is currently occupied by a tenant. Other evidence of occupancy includes voter rolls and Rent Board documents referencing both Unit 460A and 460B.</p> <p>RECORD NOS. 2018-014887ENF and 2025-004459ENF.</p> <p>FOR HEARING TODAY.</p>
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**ACTION:** Upon motion by President Trasviña, the Board voted 3-0-1 (Commissioner Lopez absent) to continue this matter to April 29, 2026, at the request of the parties so that they could have more time to work on resolving the issues.

SPEAKERS: None.

PUBLIC COMMENT: None.

**(7) APPEAL NO. 25-059**

<p>JING HUANG and LIYAN WANG, Appellant(s)</p> <p>vs.</p> <p>DEPT. OF PUBLIC HEALTH, Respondent</p>	<p>3446 Balboa Street. Appealing the ISSUANCE on December 19, 2025 of a Director's Order from the Department of Public Health which was issued to Richmond Serenity Spa (Revocation of Massage Establishment Health Permit and imposition of \$7,500 in administrative fines for solicitation of lewd conduct or prostitution and engaging in lewd conduct or performing sex acts. The business owners shall be ineligible for a Massage Business Permit for five years from the date of permit revocation). PERMIT NO. #ME-120465. FOR HEARING TODAY.</p>
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ACTION: Upon motion by Vice President Saroyan, the Board voted 3-0-1 (Commissioner Lopez absent) to continue this matter to May 20, 2026 so that: (1) DPH can provide a revised transcript of the underlying DPH hearing that is transcribed by a person (given that the transcript submitted for the Board hearing on March 25, 2026 was generated by AI and had inaccurate information), (2) DPH can provide a copy of Sergeant Robert Glenn's recording of the incident which allegedly took place on June 17, 2025, and (3) Sergeant Robert Glenn can attend the hearing (via Zoom or in-person). The Board further directed that the recording and revised transcript be provided to the appellants and Board Office by 4:30 p.m. on April 30, 2026. The Board allowed for supplemental briefs that primarily address the revised transcript, the officer recording, and the penalties found in San Francisco Health Code Section 29.45(a)(3) and Section 29.45(a)(12), and the extent to which those penalties are discretionary or mandatory.

SPEAKERS: Paul Horcher, attorney for appellants; Paul Hidy, agent for appellants; Raymond Kilroy, agent for appellants; Megan Ryan, CAT; Michelle Vega, DPH; and Jennifer Callewaert, DPH.

PUBLIC COMMENT: None.

**ADJOURNMENT.**

There being no further business, President Trasviña adjourned the meeting at 7:50 p.m.

The supporting documents for this meeting can be found at the following link:  
<https://www.sf.gov/meeting-20260325-board-of-appeals-hearing-march-25-2026>

A video of this meeting, can be found at the following link:  
[https://sanfrancisco.granicus.com/player/clip/52084?view\\_id=6&redirect=true](https://sanfrancisco.granicus.com/player/clip/52084?view_id=6&redirect=true)