

BOARD OF APPEALS

CITY & COUNTY OF SAN FRANCISCO

DRAFT MEETING MINUTES – WEDNESDAY, FEBRUARY 18, 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); Corey Teague, Zoning Administrator, Planning Department (PD); Jeffrey Horn, Senior Planner, PD; Joseph Ospital, Senior Building Inspector, Department of Building Inspection (DBI); Carey McElroy, Senior Building Inspector, DBI; 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 meeting. He assured the parties that the Board was prepared to do justice to the cases.

PUBLIC COMMENT: None.

(3) ADOPTION OF MINUTES

Discussion and possible adoption of the January 28, 2026 minutes.

ACTION: Upon motion by President Trasviña, the Board voted 3-0-1 (Commissioner Lopez absent) to adopt the January 28, 2026 minutes.

PUBLIC COMMENT: None.

(4) APPEAL NO. 25-053

SUSY CHEN, Appellant(s) vs. DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL	436 Eureka Street. Appealing the ISSUANCE on November 10, 2025, to Steve and Courtney Martisaukas, of a Site Permit (altered site permit (Reference 2018-1009-2526) to allow for the expansion of the basement, add a sky light, and change windows sizes; this set is still in conformance with the Board of Appeals' decision (Appeal No. 22-013) and the subsequent Board of Appeals Permit No. 2022-0527-2182). PERMIT NO. 2025/08/14/3077. FOR HEARING TODAY.
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ACTION: Upon motion by Vice President Saroyan, the Board voted 3-0-1 (Commissioner Lopez absent) to deny the appeal and uphold the permit on the basis that it was properly issued.

SPEAKERS: Susy Chen, appellant; Christine Kelly, attorney for the appellant; Nick Thomas, agent for permit holder; Corey Teague, PD; Jeffrey Horn, PD; Joseph Ospital, DBI.

PUBLIC COMMENT: None.

ITEMS (5A) AND (5B) SHALL BE HEARD TOGETHER

(5A) APPEAL NO. 25-056

MARCO FARINA and GIULIA MAZZA, Appellant(s) vs. DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL	850 Corbett Avenue. Appealing the ISSUANCE on December 4, 2025, to John Orlando and Derek Vital, of an Alteration Permit (Unit #1: correct NOV #202545537 & #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.
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(5B) APPEAL NO. 25-057

MARCO FARINA and GIULIA MAZZA, Appellant(s) vs. DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL	850 Corbett Avenue. Appealing the ISSUANCE on December 4, 2025, to Debra Leong, of an Alteration Permit (Unit #2: Correct NOV #202546349, legalize an existing 7'7" tall wood fence at the rear terrace at the first floor, fence length 13' 6"). PERMIT NO. 2025/1125/0415. FOR HEARING TODAY.
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ACTION: Executive Director Lamarre announced that these Items were being rescheduled to March 11, 2026, due to the lack of a quorum. She noted that Commissioner Lopez was absent and that Vice President Saroyan had a statement for the record.

SPEAKERS: Vice President Saroyan stated that she works as a contract attorney for a law firm in San Francisco. She stated that as part of that job, she did work last Fall for the firm representing the permit holders in these appeals. She further stated that after consulting with the City Attorney's Office, and in an abundance of caution, she was recusing herself from hearing these matters.

(6) APPEAL NO. 26-001

SIMON SCOTT, Appellant(s) vs. DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL	205 Fairmount Street. Appealing the ISSUANCE on December 22, 2025, to Daniel Guinasso, of an Alteration Permit (revision to Permit Application # 2017-0906-6976, second floor new deck to be extended; third floor: adding new deck over new addition; adding new closet at existing rear office to become new bedroom, reference Permit Application No. 2025-0917-5558). PERMIT NO. 2025/09/10/5039. FOR HEARING TODAY.
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ACTION: Upon motion by Commissioner Abad, the Board voted 3-0-1 (Commissioner Lopez absent) to continue this Item to March 4, 2026 so that the parties can work on a compromise that takes into consideration the height of the firewall and privacy screen, a possible setback of the deck, and the materials that will be used for the firewall and privacy screen.

SPEAKERS: Simon Scott, appellant; Daniel Guinasso, permit holder; Corey Teague, PD; Joseph Ospital, DBI.

PUBLIC COMMENT: None.

(7) ADOPTION OF BUDGET:

Discussion and possible adoption of the departmental budget for fiscal years 2026-27 and 2027-28.

ACTION: Upon motion by President Trasviña, the Board voted 3-0-1 (Commissioner Lopez absent) to adopt the budget for fiscal years 2026-27 and 2027-28.

SPEAKERS: Executive Director Lamarre gave a brief presentation on the current and proposed budgets.

President Trasviña thanked Executive Director Lamarre for the presentation and her hard work in preparing and administering the budget. He noted that the Board was a small City department that ran a cost-effective operation. He stated that very little of the budget was within the department's discretion given that the Controller's Office evaluates the surcharges and fees. President Trasviña stated that he wanted to make sure that the public had robust access to the appeals process and that the public understands what the process entails. He was also supportive of having people work together prior to the appeals process to resolve their differences.

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Vice President Saroyan thanked Executive Director Lamarre, Alec Longaway and Deputy City Attorney Jesse Mainardi for their hard work. [President Trasviña also acknowledged staff member Xiomara Mejia].

PUBLIC COMMENT: None.

ADJOURNMENT.

There being no further business, President Trasviña adjourned the meeting at 7:24 p.m.

The supporting documents for this meeting can be found at the following link:
<https://www.sf.gov/meeting-20260218-board-of-appeals-hearing-february-18-2026>

A video of this meeting, can be found at the following link:
https://sanfrancisco.granicus.com/player/clip/51831?view_id=6&redirect=true