

BOARD OF APPEALS

CITY & COUNTY OF SAN FRANCISCO

DRAFT MEETING MINUTES – WEDNESDAY, OCTOBER 29, 2025

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 Jose Lopez, Commissioner Rick Swig and Commissioner Rebecca Saroyan.

Jesse Mainardi, Deputy City Attorney, Office of the City Attorney (CAT); Corey Teague, Zoning Administrator, Planning Department (PD); Joseph Ospital, Senior Building Inspector, Department of Building Inspection (DBI); Chris Buck, Urban Forester, San Francisco Public Works, Bureau of Urban Forestry (SFPW-BUF); Julie Lamarre, Executive Director; Alec Longaway, Legal Assistant.

(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. He noted that at the last hearing, due to the late hour, the Board was unable to get to the Special Item on the agenda regarding the Board's feedback to the Commission Streamlining Taskforce. Therefore, he sent his comments to the Taskforce in his capacity as an individual. In his comments, he emphasized the Board's role in serving the public, ensuring that the facts were applied to the law, and giving parties an opportunity to present their cases.

Commissioner Saroyan thanked President Trasviña for his comments and stated she concurred with them. She stated that the Board tried to give everyone a fair opportunity for due process and to be heard.

PUBLIC COMMENT: None.

(3) ADOPTION OF MINUTES

Discussion and possible adoption of October 8, 2025 minutes.

ACTION: Upon motion by President Trasviña, the Board voted 4-0 to adopt the October 8, 2025 minutes.

(4) APPEAL NO. 25-032

GABE POLK and LEAH SCHRAGA, Appellant(s) vs. DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL	466 Elizabeth Street. Appealing the ISSUANCE on August 25, 2025, to Elizabeth Home LLC, of an Alteration Permit (add new roof deck to existing Permit Application No. 2019-0603-2332; new stair to roof, new railings (glass); new decking; roof deck area is proposed 496 square feet). PERMIT NO. 2025/04/24/5190. FOR HEARING TODAY. Note: On September 3, 2025, upon motion by President Trasviña, the Board voted 4-0 to continue this Item to October 8, 2025 at the request of the parties. On October 8, 2025, upon a motion by President Trasviña, the Board voted 3-0-1 (Vice President Lopez absent) to continue this Item to October 29, 2025, given the late hour.
--	---

ACTION: Upon motion by Commissioner Swig (as amended by Commissioner Saroyan to require the full front and side elevations on the revised plans for the deck), the Board voted 4-0 to grant the appeal and issue the permit on the condition that it be revised to require that the deck be reduced to 276 square feet as set forth in Exhibit 1 of the permit holder's brief and that the deck railing be made of glass on all sides, and with the requirement that the revised plans for the special conditions permit show the full front and side elevations for the deck. This motion was made on the basis that the project is Code compliant and addresses some of the concerns of the appellant.

SPEAKERS: Gabe Polk, appellant; Vijay Mallik, permit holder; Rishi Mallik, permit holder; Erika Perez Rubio, agent for permit holder; Corey Teague, PD; Joseph Ospital, DBI.

PUBLIC COMMENT: None.

(5) Special Item

The Bureau of Urban Forestry ("BUF") will give an update on two appeals that were previously heard by the Board of Appeals:

(a) Appeal No. 20-081 at 198 McAllister Street (UC Law) decided on January 13, 2021 (the Board denied the appeal and upheld the order on the basis that it was properly issued), and

(b) Appeal No. 22-079 at 401 Parnassus Avenue (UCSF) decided on February 8, 2023 (the Board granted the appeal and issued the order on the condition it be revised to require the adoption of the Tree Replacement Plan, dated February 2, 2023, that was submitted for the hearing. The motion was made based on UCSF's commitment to plant trees for the City. The Board further requested that BUF report back to the Board annually about the progress of the planting until the completion of the project).

Note: Updates on these two cases were provided to the Board at the May 7, 2025 hearing. At that hearing, President Trasviña stated that he thought it was important to further agendize these matters. For the future meeting, he asked BUF for a written report and stated that if BUF indicated that other city agencies were responsible for implementation, that those agencies be present at the hearing. He stated that UCSF should be invited to provide a report 15 days prior to the hearing. Commissioner Swig stated that he wanted to supplement President Trasviña's request with the requirement that BUF address the issues raised by Joshua Klipp.

SPEAKERS: Chris Buck (BUF) gave an update on both appeals. Regarding Appeal No. 20-081 @ 198 McAllister Street, he stated that all trees had been planted, and that UC Law had been responsive to John Nulty's (the appellant) concerns. He stated that he did not see a need for further updates on the appeal. Regarding Appeal No. 22-079 @ 401 Parnassus Avenue, he stated that UCSF completed the community planting of 42 trees with the Friends of the Urban Forest, and UCSF also issued a \$242,000 check to Public Works for the planting of 105, 24-inch, box-size trees by Public Works and a contractor. Mr. Buck further stated that Public Works had identified 105 sites for planting. He noted that, pursuant to Josh Klipp's (the appellant) suggestion, 25 of the trees would be planted within the boundaries of the SoMa West Community Benefits District (CBD). The remaining 80 trees would be planted within District 10. Mr. Buck stated that Public Works was still in the process of developing the contractor bid documents and awarding the contract.

Commissioner Swig expressed appreciation to UC Law and UCSF for hearing and acting on the direction from the Board. He asked Mr. Buck about trees being planted in the empty basins in North Beach. [Chris Buck responded that North Beach would be the focus of tree planting on Arbor Day in 2026].

President Trasviña reiterated Commissioner Swig's appreciation and recognition for Chris Buck's work on these appeals as well as the work done by the other stakeholders, UC Law and UCSF. Regarding the UCSF matter, he asked when Mr. Buck estimated the remaining trees would be planted. [Chris Buck stated when the building project was completed, trees would be planted along Parnassus Avenue, and he estimated that for the other areas, a substantial portion of the trees would be planted by Summer 2026].

Commissioner Saroyan expressed appreciation to UC Law for the pictures provided of the trees and the preparation for the hearing. She stated that she thought the trees softened the hard lines of the building and was happy for UC Law's engagement with the community.

PUBLIC COMMENT:

Regarding Appeal No. 22-079 @ 401 Parnassus Avenue, Josh Klipp (the appellant) stated that he suggested SoMa as a site for planting trees because that location has a low tree canopy, a really engaged group of neighbors, and the SoMa CBD agreed to water these trees. He stated that this was important because the City cannot keep up with its obligation to water trees in the City. He wanted to know if there was a watering plan and asked if the money saved on the watering of the SoMa trees could be put towards other trees. He emphasized the importance of having a date certain for the completion of the tree planting.

Rhiannon Bailard (COO at UC Law) reiterated what Chris Buck previously stated, namely that UC Law completed the installation and planting of the trees in April 2025 at a more than 3:1 ratio. She further stated that UC Law has been working with BUF, Josh Klipp, Friends of the Urban Forest and John Nulty. She stated that UC Law had a three-year commitment to maintain the trees.

John Nulty (appellant for Appeal No. 20-081 @ 198 McAllister) indicated that the planting of the trees had been completed. He discussed the site visit on October 20, 2025, and stated that he hoped the UC Law Arborist would implement his suggestions.

Michael Nulty applauded the fact that UC Law engaged with the community but noted that some things had changed in their plan. He stated that updated versions should be provided to the public. He encouraged the Board of Appeals to support the planting of as many trees as possible.

President Trasviña stated that the Board was not overseeing the planting of trees as this was not in the Board's jurisdiction. He asked Mr. Buck about having a firmer date for completion of the planting of the 105 trees (UCSF appeal) and asked about the watering plan. [Mr. Buck stated that he would like to follow-up with Josh Klipp regarding a firmer date for completion. He further stated that he would have a more substantial update on the watering plan at the next update before the Board in 2026. Mr. Buck also stated that he did not think it was necessary to have further updates on Appeal No. 20-081 @ 198 McAllister Street].

President Trasviña determined that the next update for Appeal No. 22-079 @ Parnassus Avenue should be in May 2026 and that it was not necessary to have further updates for Appeal No. 20-081 @ 198 McAllister Street.

ITEMS (6A) AND (6B) SHALL BE HEARD TOGETHER

(6A) APPEAL NO. 25-035

SARAH WHITE, Appellant(s) vs. DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL	110 Alpine Terrace. Appealing the ISSUANCE on August 21, 2025, to Amir Ravandoust, of an Alteration Permit (project provides a renovation, vertical & horizontal addition to an existing single-family home; new detached garage will be provided). PERMIT NO. 2024/09/09/0322. FOR HEARING TODAY.
---	---

(6B) APPEAL NO. 25-034

SARAH WHITE, Appellant(s) vs. DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL	110 Alpine Terrace. Appealing the ISSUANCE on August 21, 2025, to Amir Ravandoust, of a Site Permit (to erect one-story, Type V-B, detached garage). PERMIT NO. 2024/09/09/0325. FOR HEARING TODAY.
---	--

ACTION: Upon motion by President Trasviña, the Board voted 4-0 to deny the appeals and uphold the permits on the basis that the plans are Code compliant.

SPEAKERS: Sarah White, appellant; Amir Ravandoust, permit holder; Michael Hennessey, agent for permit holder; Corey Teague, PD; Joseph Ospital, DBI.

PUBLIC COMMENT: None.

ADJOURNMENT.

There being no further business, President Trasviña adjourned the meeting at 7:20 pm.

The supporting documents for this meeting can be found at the following link:
<https://www.sf.gov/meeting-20251029-board-of-appeals-hearing-october-29-2025>

A video of this meeting, can be found at the following link:
https://sanfrancisco.granicus.com/player/clip/51054?view_id=6&redirect=true