

BOARD OF APPEALS

CITY & COUNTY OF SAN FRANCISCO

DRAFT MEETING MINUTES – WEDNESDAY, OCTOBER 7, 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, Commissioner Jose Lopez, Commissioner Robin Abad Ocubillo, and Commissioner Lily Wong.

Taylor Jaszewski, Deputy City Attorney, Office of the City Attorney (CAT); Corey Teague, Zoning Administrator, Planning Department (PD); Andrew Perry, Senior Planner (PD); Richard Soenksen, Senior Building Inspector, Department of Building Inspection (DBI); 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 assured the parties that the Board members had read all the materials and that they were prepared to hear the matters. He stated that the Board would apply the law and that decisions would be made with fairness and justice. He also welcomed the Board's new deputy city attorney, Taylor Jaszewski, and recognized the Board's former deputy city attorney, Jesse Mainardi, for his service to the Board.

Executive Director Lamarre stated that Mr. Mainardi asked her to convey his appreciation for the hard work and diligence of the commissioners. She further stated that Mr. Mainardi said he enjoyed working with the Board and that it was in good hands with Mr. Jaszewski.

PUBLIC COMMENT: None.

(3) ADOPTION OF MINUTES

Discussion and possible adoption of the September 23, 2026 minutes.

ACTION: Upon motion by President Trasviña, the Board voted 5-0 to adopt the September 23, 2026 meeting minutes.

PUBLIC COMMENT: None.

(4) APPEAL NO. 26-044

DEANNA MACKEY, Appellant(s)	462 Ramsell Street.
vs.	Appealing the ISSUANCE on August 7, 2026, to Irene Situ Qunai, of an Alteration Permit (three-foot landing in front of side door at first floor; 199 square foot concrete in rear yard; to comply with Notice of Violation No. 2026059762.).
DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL	PERMIT NO. 2026/08/07/6274. FOR HEARING TODAY.

ACTION: Upon motion by Commissioner Lopez, the Board voted 3-2 (President Trasviña and Vice President Saroyan dissented) to deny the appeal and uphold the permit on the basis that it was properly issued.

SPEAKERS: Commissioner Wong disclosed that she sits on the Planning Department's Community Equity Advisory Council which advises the Department's staff on strategies to engage diverse communities. She stated that this work had not involved the permit holder or appellant, and she did not accept any payment or honorarium for her service on the Council. She further stated that she did not believe sitting on the Council would have an impact on her ability to be fair and impartial for the case.

Deanna Mackey, appellant; Conway Chang, agent for appellant; Irene Situ Qunai, permit holder (with the assistance of a Cantonese interpreter); Andrew Perry, PD; Richard Soenksen, DBI.

PUBLIC COMMENT: Christian Mancinetti and Iris Martin López spoke in support of the appellant.

(5) REHEARING REQUEST FOR APPEAL NO. 26-026

Subject property at 1261-1263 3rd Avenue. Allie Chen, Appellant, is requesting a rehearing of Appeal No. 26-026, ALLIE CHEN vs. ZONING ADMINISTRATOR decided September 2, 2026. At that time, upon motion by Vice President Saroyan, the Board voted 4-0-1 (Commissioner Abad absent) to deny the appeal and upheld the Notice of Violation and Penalty Decision on the basis that the Zoning Administrator did not err or abuse his discretion. **Determination Holder: Allie Chen. Determination Description:** The three-story building at the subject property is currently authorized for a two-family dwelling use with garage and a sleeping room on the ground floor, one dwelling unit on the second floor, and second dwelling unit on the third floor. The Zoning Administrator issued a Notice of Violation for the following Planning Code Violations: (1) work without a permit (Section 175), and (2) Unauthorized Dwelling Unit (UDU) (Section 317); the violations pertain to the conversion of the sleeping room behind the garage on the ground floor into a UDU with an independent and direct access and its own kitchen amenities and full bathroom without benefit of a building permit and authorization from the Planning Department. **Record No. 2021-011425ENF.**

ACTION: Upon motion by Vice President Saroyan, the Board voted 5-0 to deny the request on the basis that there was neither new evidence nor manifest injustice.

SPEAKERS: Commissioner Wong disclosed that she sits on the Planning Department's Community Equity Advisory Council which advises the Department's staff on strategies to engage diverse communities. She stated that this work had not involved the appellant, and she did not accept any payment or honorarium for her service on the Council. She further stated that she did not believe sitting on the Council would have an impact on her ability to be fair and impartial for the case.

Chris Chen spoke on behalf of his mother, the requestor; Corey Teague, PD.

PUBLIC COMMENT: None.

(6) APPEAL NO. 26-046

ANDREW LINTON and ANGELINA GREEP, Appellant(s)	888 Peru Avenue. Appealing the ISSUANCE on August 14, 2026, to Student Reach, of an Alteration Permit (Removal of non-permitted patio structure at the rear of the property per Notice of Violation No. 202650385). PERMIT NO. 2026/08/14/6639. FOR HEARING TODAY.
vs.	
DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL	

ACTION: Upon motion by Vice President Saroyan, the Board voted 5-0 to deny the appeal and uphold the permit on the basis that it was properly issued.

SPEAKERS: Commissioner Wong disclosed that she sits on the Planning Department's Community Equity Advisory Council which advises the Department's staff on strategies to engage diverse communities. She stated that this work had not involved the appellant or permit holder, and she did not accept any payment or honorarium for her service on the Council. She further stated that she did not believe sitting on the Council would have an impact on her ability to be fair and impartial for the case.

Angelina Greep, appellant; Jeff Devoll, agent for permit holder; Ron Montez, agent for permit holder; Andrew Perry, PD; Richard Soenksen, DBI.

PUBLIC COMMENT: None.

ITEMS (7A) AND (7B) SHALL BE HEARD TOGETHER**(7A) APPEAL NO. 26-053**

NEIL HART, Appellant(s) vs. DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL	280-282 Roosevelt Way. Appealing the ISSUANCE on August 21, 2026, to Dave O'Donnell, of an Alteration Permit (renovate street facade third floor balcony, finishes, doors, and windows, roof deck, infill small (3'x 5') former stair area at the rear of the third floor.). PERMIT NO. 2026/08/17/6686. FOR HEARING TODAY.
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(7B) APPEAL NO. 26-056

DAVID MARTIN and MAX RAMUNDO, Appellant(s) vs. DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL	280-282 Roosevelt Way. Appealing the ISSUANCE on August 21, 2026, to Dave O'Donnell, of an Alteration Permit (renovate street façade 3rd-floor balcony, finishes, doors, and windows, roof deck, infill small (3'x 5') former stair area at the rear of the third floor.). PERMIT NO. 2026/08/17/6686. FOR HEARING TODAY.
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ACTION: Upon motion by Commissioner Abad, the Board voted 5-0 to grant the appeals and issue the permit on the condition it be revised to incorporate the conditions requested by DBI and the Planning Department in their briefs submitted for these appeals:

1. The plans shall clearly identify the locations of the property lines and shall clearly indicate the extent of the subject building's existing non-conforming encroachment across the property line.
2. Relocate the parapet/guard at the north end of the 2nd floor deck above the garage to be located fully within the limits of the property line.
3. The plans shall clearly show the location of roof drains and shall specify how roof drainage will comply with SFBC Section 1502.1.
4. Remove the parapet at the existing non-conforming skylight at the upper roof level as it is not required or relocate the parapet to be within the boundary of the property line.
5. Correct the erroneous notations on the cover sheet of the plans to clarify that a stairway to the occupied roof is required and egress stairs from the roof are required.
6. Revise the roof deck to provide a five-foot setback from the shared property line to the south.
7. Authorize an administrative modification per Planning Code Section 307(h)(1)(F) to allow the front balconies to remain as proposed.

This motion was made on the basis that these changes bring the project into compliance with the Code.

SPEAKERS: Commissioner Wong disclosed that she sits on the Planning Department's Community Equity Advisory Council which advises the Department's staff on strategies to engage diverse communities. She stated that this work had not involved the appellants or permit holder, and she

did not accept any payment or honorarium for her service on the Council. She further stated that she did not believe sitting on the Council would have an impact on her ability to be fair and impartial for the case.

Neil Hart, appellant (Appeal No. 26-053); David Martin, appellant (Appeal No. 26-056); Dave O'Donnell, permit holder; Corey Teague, PD; Richard Soenksen, DBI.

PUBLIC COMMENT: None.

ADJOURNMENT.

There being no further business, President Trasviña adjourned the meeting at 9:01 p.m.

The supporting documents for this meeting can be found at the following link:
<https://www.sf.gov/meeting-20261007-board-of-appeals-hearing-october-7-2026>

A video of this meeting, can be found at the following link:
https://sanfrancisco.granicus.com/player/clip/53323?view_id=6&redirect=true