

BOARD OF APPEALS

CITY & COUNTY OF SAN FRANCISCO

DRAFT MEETING MINUTES – WEDNESDAY, JULY 15, 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, Commissioner Jose Lopez, Commissioner Robin Abad Ocubillo and Commissioner Lily Wong.

Jesse Mainardi, Deputy City Attorney, Office of the City Attorney (CAT); Corey Teague, Zoning Administrator, Planning Department (PD); Dakota Spycher, Senior Planner (PD); Gregory Slocum, Commercial Permit Manager, San Francisco Public Works, Bureau of Street Use and Mapping (SFPW-BSM); Julie Lamarre, Executive Director; Alec Longaway, Legal Assistant.

ABSENT: Vice President Rebecca Saroyan.

(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 the parties, departments, and members of the public to the hearing. He stated that the Board had read through the materials and looked forward to hearing the presentations. He further stated that decisions would be based on the law and the facts. He thanked the parties for their participation.

PUBLIC COMMENT: None.

(3) ADOPTION OF MINUTES

Discussion and possible adoption of the July 8, 2026 minutes.

ACTION: Upon motion by President Trasviña, the Board voted 4-0-1 (Vice President Saroyan absent) to adopt the July 8, 2026 minutes.

PUBLIC COMMENT: None.

(4) APPEAL NO. 26-027

OLIVIER ADLER, Appellant(s)	1627 37th Avenue.
vs.	Appealing the ISSUANCE on April 23, 2026, to NextEdge Networks Holdings LLC, of a Wireless Box Permit (Installation of Personal Wireless Service Facility).
SAN FRANCISCO PUBLIC WORKS, BUREAU OF STREET USE & MAPPING, Respondent	PERMIT NO. 25WR-00029. FOR HEARING TODAY.

ACTION: Upon motion by Commissioner Wong, the Board voted 4-0-1 (Vice President Saroyan absent) to grant the appeal and overturn the permit on the basis that it was not correctly issued under the provisions of Article 25 of the Public Works Code as the department did not follow the process for the design preference ladder (outlined in Public Works Order No. 206502) and the applicant did not show that the proposed design was the only feasible one.

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 the permit holder, and she did not accept any payment or honorarium for this work. 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. Commissioner Wong also disclosed that in 2024 and 2025, before she joined the Board of Appeals, she asked AT&T to help sponsor an event held by her nonprofit employer. AT&T donated for the event in 2024 but has not donated since that time. She stated that AT&T also expressed interest in having an outreach booth at the event in 2025 but ultimately did not do so. She stated that she did not believe this would impact her ability to be fair and impartial in this matter.

Steve Williams, attorney for appellant; Rita Diamond, agent for permit holder; Gregory Slocum, SFPW-BSM; Dakota Spycher, PD; Caroline Styc, agent for permit holder.

PUBLIC COMMENT: None.

(5) APPEAL NO. 26-026

ALLIE CHEN, Appellant(s) vs. ZONING ADMINISTRATOR, Respondent	1261-1263 3rd Avenue. Appealing the ISSUANCE on April 7, 2026, to Allie Chen, of a Notice of Violation & Penalty Decision (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. FOR HEARING TODAY. Note: On May 27, 2026, this matter was rescheduled, at the initiation of the Board office and with the agreement of the parties, from June 10, 2026 to June 17, 2026 because it was the only case on the June 10, 2026 calendar. Since the June 10, 2026 hearing was canceled, due to a lack of a quorum, the matter was rescheduled to July 15, 2026.
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ACTION: Upon motion by President Trasviña, the Board voted 4-0-1 (Vice President Saroyan absent) to continue this matter to August 12, 2026, given that the appellant was unable to attend the hearing.

SPEAKERS: None.

PUBLIC COMMENT: None.

(6) APPEAL NO. 26-029

MICHAEL TURON, Appellant(s) vs. ZONING ADMINISTRATOR, Respondent	2722-2724 Folsom Street. Appealing the ISSUANCE on May 28, 2026, to Michael Turon, of a Letter of Determination (The Zoning Administrator determined that: (1) the City may lawfully include a State-law Accessory Dwelling Unit (ADU)--(required by Gov. Code Sections 66310-66342 to be processed ministerially) inside a discretionary Conditional Use Authorization (CUA), and (2) the City may condition issuance of any ADU permit on recording a Notice of Special Restrictions (NSR) that the ADU is subject to rent-increase caps in Rent Ordinance Section 37.3. Regarding the applicant's question about whether cancelled Building Permit No. 2025/0106/7778 must be reinstated to, <i>inter alia</i>, document the approved removal by merger, the Zoning Administrator stated that the question was better directed to DBI, however, the Zoning Administrator noted that Section 4.4 of the Settlement (between the applicant and City) required the applicant to revise Building Permit Application No. 2018/0706/3908 to document removal of the Unauthorized Dwelling Unit. Regarding the applicant's request to modify conditions on the NSR, the Zoning Administrator stated that the Planning Code does not authorize the Zoning Administrator to alter the language of the conditions to be included in the NSR required by Planning Commission Motion No. 21747.). RECORD NO. 2025-006337ZAD. FOR HEARING TODAY.
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ACTION:

Upon motion by Commissioner Abad, the Board voted 4-0-1 (Vice President Saroyan absent) to deny the appeal and uphold the Letter of Determination on the basis that the Zoning Administrator did not err or abuse his discretion.

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 this work. 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.

Samuel Ray, attorney for appellant; Corey Teague, PD.

PUBLIC COMMENT: None.

ADJOURNMENT.

There being no further business, President Trasviña adjourned the meeting at 6:49 p.m.

The supporting documents for this meeting can be found at the following link:

<https://www.sf.gov/meeting-20260715-board-of-appeals-hearing-july-15-2026>

A video of this meeting, can be found at the following link:

https://sanfrancisco.granicus.com/player/clip/52868?view_id=6&redirect=true

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