

BOARD OF APPEALS

CITY & COUNTY OF SAN FRANCISCO

DRAFT MEETING MINUTES – WEDNESDAY, MARCH 4, 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 Jose Lopez.

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); Carey McElroy, Senior Building Inspector, DBI; Julie Lamarre, Executive Director; Alec Longaway, Legal Assistant.

ABSENT: Commissioner Robin Abad Ocubillo.

(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 and assured the parties that the Board had reviewed the materials submitted for the cases. He stated that the Board appreciated the parties' diligence and faithfulness in the process.

PUBLIC COMMENT: None.

(3) **ADOPTION OF MINUTES**

Discussion and possible adoption of the February 18, 2026 minutes.

ACTION: Upon motion by President Trasviña, the Board voted 3-0-1 (Commissioner Abad absent) to adopt the February 18, 2026 minutes.

PUBLIC COMMENT: None.

(4) APPEAL NO. 25-054

<p>SIMON LITTLE, Appellant(s)</p> <p>vs.</p> <p>ZONING ADMINISTRATOR, Respondent</p>	<p>20 Burnside Avenue.</p> <p>Appealing the ISSUANCE on November 21, 2025, to Simon Little, of a Variance Decision (The proposal is to remove the existing, approximately four foot tall fence and construct a new six foot tall solid fence at the front of the property containing a two-story, single-family building. Planning Code Section 132 requires the subject property to provide a front setback equal to the adjacent property with the shortest front setback. The required front setback at 20 Burnside Avenue is approximately 7 feet 6 inches from the property line on Burnside Avenue. The proposed fence would be within the required front setback and exceed the 3-foot-tall solid fence permitted by Section 136(c)(17). Alternatively, Section 136(c)(16) also permits a 6-foot-tall decorative railing or grille work, other than wire mesh, that is at least 75 percent open to perpendicular view. The proposed fence is fully within the required front setback, is 6 feet tall and is less than 75 percent open to perpendicular view. Therefore, a variance is required at the subject property. The Zoning Administrator denied the front yard variance).</p> <p>CASE NO. 2025-003868VAR. FOR FURTHER CONSIDERATION.</p> <p>Note: On January 28, 2026, upon motion by Vice President Saroyan, the Board voted 4-0 to continue this matter to March 4, 2026 to allow time for the appellant to prepare written findings, in consultation with the Zoning Administrator, to support the issuance of a variance. The variance shall take into consideration the promotion of privacy and safety for the children and the impact of the fence on the public. The parties shall consider the height, setback location relative to the property line and the permeability of the fence.</p>
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ACTION: Upon motion by Vice President Saroyan, the Board voted 3-0-1 (Commissioner Abad absent) to direct the Executive Director to administratively dismiss the appeal pursuant to Article V, Section 11 of the Board Rules, given that the variance decision is moot as a matter of law because the subject fence is located on public property and the appellant is not eligible for a variance.

SPEAKERS: Corey Teague, PD; Simon Little, appellant.

PUBLIC COMMENT: None.

(5) APPEAL NO. 26-001

<p>SIMON SCOTT, Appellant(s)</p> <p>vs.</p> <p>DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL</p>	<p>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 FURTHER CONSIDERATION. Note: On February 18, 2026 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 firewall and privacy screen.</p>
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ACTION: Upon motion by President Trasviña, the Board voted 3-0-1 (Commissioner Abad absent) to grant the appeal and issue the permit on the condition that it be revised to require that the parapet on the property line wall adjacent to the deck abutting the appellant's property line, be solid, opaque, and fire-rated and that the parapet and any privacy screen be constructed at 42 inches above the surface of the deck. This motion was made on the basis that it reflects the agreement by the parties and is Code compliant.

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

PUBLIC COMMENT: None.

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

(6A) APPEAL NO. 25-049

<p>SOUMYA SASTRY, Appellant(s)</p> <p>vs.</p> <p>DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL</p>	<p>1077 Fell Street.</p> <p>Appealing the ISSUANCE on November 14, 2025, to Steven Huang, of an Alteration Permit (recommencement and completion of work approved under: (1) PA# 202304266513 (work on lower unit-kitchen & bath remodel in kind; replace ceiling cans in kind (maintain one-hour rated ceiling); upgrade one subpanel-plumbing as needed; no changes to floor layout; no changes to wall layout; no structural work), and (2) PA #202306099711 (revision to 202304266513 layout change to existing bathroom & kitchen; replace two windows (like for like and not visible from street); lighting upgrade in Kitchen and dining room)).</p> <p>PERMIT NO. 2025/11/14/9676.</p> <p>FOR FURTHER CONSIDERATION</p> <p>Note: On January 14, 2026, upon motion by Commissioner Saroyan the Board voted 3-0-1 (Commissioner Lopez absent) to continue these appeals to February 11, 2026, so that the Department of Building Inspection can provide a factual chart of the permits and the underlying facts and circumstances as specified by Commissioner Abad:</p> <p>A list for each permit which includes the following information: the date the permit application was submitted, the date the permit was issued, the anticipated date of permit expiration, the date that the permit was extended and/or recommenced and an explanation of the timeline impacts for any recommencements or extensions</p> <p>January 29, 2026: It was necessary to reschedule this matter to March 4, 2026 because the February 11, 2026 meeting was cancelled due to a lack of a quorum.</p>
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(6B) APPEAL NO. 25-050

<p>SOUMYA SASTRY, Appellant(s)</p> <p>vs.</p> <p>DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL</p>	<p>1077 Fell Street. Appealing the ISSUANCE on November 14, 2025, to Steven Huang, of an Alteration Permit (recommencement and completion of work approved under: (1) PA# 202309267475 (revision to 202306099711; upgrade structural under dining room & bathroom; replace floor joists, new footing), and (2) PA #202405172393 (revision to 202304266513; existing bathroom layout changed; existing kitchen layout changed; addition-lighting upgrade whole unit; replace two windows like to like, not visible from street; refer to PA# 202306099711 & 202309267475). PERMIT NO. 2025/11/14/9677. FOR FURTHER CONSIDERATION. See Note in (6A) above.</p>
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ACTION: Upon motion by Vice President Saroyan, the Board voted 3-0-1 (Commissioner Abad absent) to continue these Items to March 11, 2026 for the following reasons: (1) So that Jimmy Cheung, the DBI engineer who has been reviewing the project, can address the Board; (2) the parties can review the permit issued on March 4, 2026 (#2026/0112/3696); (3) the Board and the parties can learn if the March 4, 2026 permit has any impact on the permits that are the subject of Appeal Nos. 25-049 & 25-050; and (4) to get an opinion from the City Attorney on whether the inspections for the permits being recommenced are still valid.

SPEAKERS: Joseph Ospital, DBI; Soumya Sastry, appellant; Steven Huang, permit holder; Kathleen Gevertz, agent for permit holder.

PUBLIC COMMENT: None.

(7) APPEAL NO. 26-004

<p>GREGORY WESOLOWSKI, Appellant(s)</p> <p>vs.</p> <p>DEPT. OF BUILDING INSPECTION, Respondent PLANNING DEPT. APPROVAL</p>	<p>45 Prospect Avenue. Appealing the ISSUANCE on January 13, 2026, to Marc Sherry, of an Alteration Permit (remodel existing kitchen and bathroom, add new bathroom and master bathroom, add three new dormers and convert attic into habitable space; new foundation). PERMIT NO. 2022/12/28/9265. FOR HEARING TODAY.</p>
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ACTION: Upon motion by President Trasviña, the Board voted 3-0-1 (Commissioner Abad absent) to grant the appeal and issue the permit on the condition it be revised to require the adoption of the revised plans, dated February 27, 2026, that were submitted for the hearing on March 4, 2026. This motion was made on the basis that the revisions make the project Code compliant.

SPEAKERS: Gregory Wesolowski, appellant; Marc Sherry, permit holder; Joseph Ospital, DBI.

PUBLIC COMMENT: None.

ADJOURNMENT.

There being no further business, President Trasviña adjourned the meeting at 7:00 p.m.

The supporting documents for this meeting can be found at the following link:
<https://www.sf.gov/meeting-20260304-board-of-appeals-hearing-march-4-2026>

A video of this meeting, can be found at the following link:
https://sanfrancisco.granicus.com/player/clip/51926?view_id=6&redirect=true

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