



San Francisco Fire Safety Task Force

1660 Mission Street, 6th Floor
San Francisco, CA 94103-2414
(415) 558-6165

Members:

January 22, 2016

Rosemary Bosque, Chair
Chief Housing Inspector
Housing Inspection Services
SF Department of Building
Inspection (DBI)
Rosemary.bosque@sfgov.org

Angela Calvillo
Clerk of the Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Rm. 244
San Francisco, CA 94102-4694

David Briggs
Local & Regional Water System
Manager
SF Public Utilities Commission
(SFPUC)

RE: **Fire Safety Task Force Transmittal of Final Report
Pursuant to Ordinance No. 90-15**

Rich Brown
Assistant Fire Marshall
Bureau of Fire Prevention
SF Fire Department
(SFFD)

Dear Ms. Calvillo:

Dan de Cossio
Assistant Deputy Chief/
Fire Marshall
San Francisco Fire Department
(SFFD)

Enclosed please find the report referenced above which contains the Fire Safety Task Force findings and recommendations as well as stake holder perspectives for the Board of Supervisors. I have also included a link to the Fire Safety Task Force web page for further information. This page provides meeting agendas/ audio recordings, and related documents, <http://sfdbi.org/fire-safety-task-force/meetings>.

Dan Lowrey
Deputy Director,
Inspection Services
SF Department of Building
Inspection (DBI)

If you have any questions or require further information please contact me at 558-6202. On behalf of the Task Force members I wish to express our collective appreciation for being given the opportunity to provide assistance regarding pertinent fire safety issues.

Johnson Ojo
Environmental Health Services
Healthy Housing & Vector
Control Program Manager
SF Department of Public Health
(DPH)

Very truly yours,

Rosemary Bosque
Fire Safety Task Force Chair

Enclosure: **San Francisco Fire Safety Task Force Final Report
Dated January 19, 2016**

cc: Fire Safety Task Force Members
DBI Director's Office

San Francisco Fire Safety Task Force



**FINAL REPORT
January 19, 2016**



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Introduction: Fire Safety Task Force Mandates & Operations

Authority & Purpose:

The Emergency Interagency Fire Safety Task Force (referred to as the Fire Safety Task Force) was established by Ordinance No. 90-15, effective July 17, 2015. This Ordinance authorized the Task Force (comprised of members from the Department of Building Inspection, Fire Department, Public Utilities Commission, Department of Public Health) to review and make recommendations to the Board of Supervisors regarding possible legislation and other solutions that would improve fire safety in multi-residential and multi-use buildings including but not limited to fire prevention measures, post-fire investigation, processing and resolution of fire safety related complaints, interagency coordination, and the advisability of requiring the installation of fire alarms and sprinklers in existing buildings. For the purposes of Task Force efforts existing multi-residential and multi-use buildings are apartment houses containing three (3) or more dwelling units that can contain other uses such as ground floor commercial.

Meetings & Operations:

Pursuant to Ordinance No. 90-15 the Fire Safety Task Force held six (6) public meetings commencing on August 18, 2015 and ending on November 10, 2015. (Please see Exhibit C within the attached Appendix for a summary of the public meeting dates and topics). Over the course of these meetings, representatives from the landlord, tenant, and small business communities were invited to offer their perspectives on matters considered by the Task Force. (Please see Exhibit F within the Appendix for more information).

Findings & Recommendations:

The Fire Safety Task Force voted on Task Force Findings and Recommendations at the last public meeting held on November 10, 2015. The Task Force voted unanimously to approve the Findings and Recommendations delineated within this report (which includes minor corrections read into the record) at the November 10, 2015 meeting. An additional thirty days were given to stake holders to facilitate any written comments they wished to submit once the Final Findings and Recommendations were placed on the Task Force web page on or about November 23, 2015.

Section I: Immediate Measures

Fire Safety Task Force Findings:

1. The San Francisco Administrative, Fire and Housing Codes do not require building owners of multi-residential (apartment buildings) to post or disclose information regarding the location and maintenance of fire safety devices and practices to building residents, or to conduct annual fire evacuation drills.
2. CCSF currently has no nexus between the issuance of a new business registration with the Tax Collector pursuant to the jurisdiction's Business & Tax Regulations Code for the rental operation of a multi-family building (over four units) and the providing of an affidavit that fire detection and suppression systems within the building have been serviced and are properly maintained annually.
3. The current Fire Code requires annual Underwriters Laboratories LLC (UL) certification for Fire Alarm Systems in all newly constructed multi-family (apartment buildings), and in existing buildings of sixteen (16) units or more (SFFC 907.9.6 & 4603.6.10).
4. The Fire Code requires the service organization testing and maintaining the fire alarm system to submit an annual report to the Bureau of Fire Prevention based upon the standards delineated within the National Fire Protection Association (NFPA) Fire Alarm & Signaling Code (2013 edition). There is no current requirement that this information be made transparent to the public or building residents.
5. Fires spread quickly in older multi-unit buildings that typically have open attics with no fire blocks.

Fire Safety Task Force Recommendations:

1. The San Francisco Fire & Housing Codes could be amended to require multi-family building owners post and disclose building specific fire safety information to residents at the commencement of occupancy and when such amendments become effective.
2. Further research should be performed to determine if the Business and Taxation Codes would permit the Business Registration process to be leveraged to ensure residential rental businesses properly maintain fire safety standards by requiring the property owner submit an affidavit that requisite fire safety features are properly maintained as a condition of being issued the business license.

Section I: Immediate Measures (Continued)

Fire Safety Task Force Recommendations:

3. The San Francisco Fire & Housing Codes should be amended to require multi-family building owners of three or more units have their service organization testing and maintaining the fire alarm system submit an annual report to the Bureau of Fire Prevention based upon the standards delineated within the National Fire Protection Association (NFPA) Fire Alarm & Signaling Code (2013 edition) to be posted on a webpage maintained and supported by CCSF for improved transparency.
4. At the time a business license is issued to the building owner for rental of multi-unit (apartment buildings) the link to the DPW web page should be provided showing the street location of scheduled infrastructure improvements in the public right-of-way. The information should inform a property owner who wishes to voluntarily upgrade their fire sprinkler system of potential cost savings associated with installing these upgrades at the same time of the infrastructure improvements in the public right-of-way.
5. The San Francisco Fire, Housing, or Building Codes should be amended to require multi-unit building owners to install fire blocks, draft stops, or fire safing insulation in open accessible attics of twenty-four (24) inches in height or greater, when performing building alterations through a filed building permit of \$20,000.00 or more in estimated job cost.

Section II: Interagency Fire Safety Education & Code Enforcement

Fire Safety Task Force Findings:

1. The San Francisco Fire Department and Department of Building Inspection coordinate closely, on a daily basis, in the areas of permit processing and plan check for new construction.
2. The two departments coordinate on post-fire response and DBI issues Notices of Violation for fire-damaged properties
3. The departments participate in the City Attorney-led Code Enforcement Task Force.

Section II: Interagency Fire Safety Education & Code Enforcement (Continued)

4. The two departments conduct fire safety education to SRO residential hotel residents through the SRO Collaboratives in the Tenderloin, SOMA, Mission and Chinatown areas. DBI funds and coordinates the SRO Collaboratives, and the Fire Dept. helps conduct on-site education workshops for fire safety.
5. DBI has on-line complaint tracking for Housing Code violation cases. SFFD requires appointments to provide case information on properties.
6. DBI HIS issues Notices of Violation for fire safety violation of the Housing Code. SFFD issues Notices of Correction, and Notices of Violation depending on the severity of the violation, i.e., fire alarm, or sprinkler systems out of service and exiting issues.
7. DBI HIS conducts weekly Director's Hearings for outstanding violations, where liens and penalties are applied for non-compliance.
8. SFFD refers engine company inspection results to the Bureau of Fire Prevention.
9. DBI HIS refers persistently negligent code violators to the City Attorney's Office for civil penalties.

Tenant Perspectives:

1. Increase transparency for access to SFFD code enforcement actions and documents.
2. Provide an on-line system for tracking SFFD code enforcement actions/ notices of violation, and the ability to determine district Fire Inspectors assigned to geographic areas for inquiry and follow-up.
3. SFFD should implement a transparent administrative hearing process and the imposition of administrative penalties for property owners of multi-unit buildings who fail to comply with fire code requirements.
4. Section 109 of the San Francisco Fire Code should be amended to require that SFFD "shall" rather than "may" prepare notices of violation for fire safety hazards.

Section II: Interagency Fire Safety Education & Code Enforcement (Continued)

5. Expand the educational fire safety workshops traditionally provided to SROs to one and two family dwellings that are being operated similar to an SRO.

Landlord/Business Community Perspectives:

1. Create improved information for property owners of multi-unit buildings to understand which Department (SFFD or DBI) is the lead for specific code enforcement activities.

Section III: Post Fire Investigation & Interagency Information Sharing

Fire Safety Task Force Findings:

1. The San Francisco Fire Department conducts post fire investigations of multi-unit (apartment buildings) and determines a probable cause of a fire if requisite evidence is available. This information is transmitted to DBI on a monthly basis.
2. SFFD and DBI frequently collaborate on fire safety issues but do not currently have a formal referral system for code violation issues.
3. Multi-unit buildings with fires that cause \$20,000.00 or more in damage typically sustain structural damage.
4. CCSF currently does not have a formal process to document how required fire safety in multi-unit buildings performed in the event of a fire (if the evidence has not destroyed) and link that data with building features such as number of units, floors of occupancy, or construction type.

Tenant Perspectives:

1. SFFD post fire reporting should provide transparency and timely notification to tenants regarding the condition of their unit in a fire damaged building regarding habitability and access to possessions.

Section III: Post Fire Investigation & Interagency Information Sharing (Continued)

Fire Safety Task Force Recommendations:

1. The San Francisco Fire Department and Department of Building Inspection should collaborate on the development of a data base accessible to the public that will document how fire safety systems performed in multi-unit buildings with fires having \$20,000.00 damage or greater when the evidence is available.
2. The San Francisco Fire Department and Department of Building Inspection should develop a referral form to be utilized when transmitting interdepartmental information related to fire safety code enforcement activities from one department to the other.

Section IV: Fire Alarm Systems in Existing Multi-Residential Buildings

Fire Safety Findings:

1. Older multi-unit buildings which comprise the majority of the apartment building inventory, have original alarm systems installed in the 1970's and 1980's. These have been permitted to have replacement in kind repairs with no upgrades. Such systems typically lack adequate audible notification, and would fail the 75 dB "pillow test" NFPA standard for new installations.
2. Upgrades to the older fire alarm systems where compatible, would require requisite electrical and building permits as well as booster panels to supply the additional electrical power necessary to support additional appliances i.e. louder horns and strobes (replacing the bell alarms). If the additional horns trigger the need for a power booster, the cost will increase by approximately \$2000 for the installation.
3. Such upgrades could require expanding the notification appliance circuit of the system and installation of additional horns into the individual dwelling units so that building residents can more effectively hear the audible early detection (fire alarm) systems. The cost of installing additional horns is approximately \$500 per horn including conduit and wiring. This cost increases if the conduit is run inside the wall.
4. Replacing the audio alarms may require installation of a new fire alarm control panel to achieve compatibility between devices. Where feasible existing wiring may be used to appliances being replaced but additional horns, etc. will require additional wiring and appropriate electrical service.

Section IV: Fire Alarm Systems in Existing Multi-Residential Buildings (Continued)

The cost of installing and programming a new fire alarm control panel varies from \$5000 (for a conventional panel) to \$15,000 for an addressable panel with 512 points.

5. Landlords and property managers are often confused about the time frames for the testing of life safety equipment (fire alarm system, emergency lighting and exit signs, fire sprinklers, fire escapes, fire extinguishers)
6. A fire alarm system typically requires only one 120 VAC dedicated circuit for the types of buildings under consideration (which the existing systems should already have).
7. The majority of fire alarms systems are not monitored by a third party, and would necessitate fire alarm control panel upgrade/replacement. Off-site UL approved monitoring of fire alarm systems in residential buildings is only required when there are 20 or more fire sprinkler heads present. Some systems could be upgraded by adding a dialer. A dialer could be installed for approximately \$800 and the monthly cost of monitoring is about \$90.
8. The cost of installing a fire alarm system for new construction is estimated at \$5 per sq. ft. for a conventional system and \$6 per sq. ft. for an addressable system. While upgrading a system in older buildings presents unique challenges there can be cost savings by using existing wiring (existing wire mold may be used). A "like for like" replacement of a fire alarm system in typical three or four story apartment buildings can cost approximately \$8,000 to \$20,000.

Tenant Perspectives:

1. Fire alarm upgrades should take into consideration residents with disabilities who may not be able to hear audible alarms. Alarm system improvements should include strobe devices.
2. Tenants should be informed annually by property owners regarding the condition and workability of the existing fire alarm system, and current evacuation plan.

Section IV: Fire Alarm Systems in Existing Multi-Residential Buildings (Continued)

Landlord/Business Community Perspectives:

1. Some battery smoke detectors are more reliable than others. Pursuant to some property owner testimony the ionization sensor types are prone to more false alarms.
2. Landlords and property managers are often confused about the time frames for the testing of life safety equipment (fire alarm system, emergency lighting and exit signs, fire sprinklers, fire escapes, fire extinguishers).
3. Further research should be performed to identify and determine the feasibility of employing the latest technology, such as wireless systems currently utilized in other building types.

Fire Safety Task Force Recommendations:

1. The San Francisco Fire & Housing Codes should be amended to require upgrades to the current fire alarm systems within two years to adhere to the 75 dB "pillow test" NFPA standard.
2. The San Francisco Fire & Housing Codes should be amended to include a chart which clearly delineates testing/inspection timeframes for all pertinent fire safety equipment in multi-unit buildings. Both departments would include this information in their fire safety educational and outreach efforts.
3. CCSF Departments should reach out to fire alarm system manufacturers to encourage availability of replacement equipment for fire alarm systems within reasonable time frames.

Section V: Fire Sprinkler/Suppression Systems in Existing Multi-Residential Buildings

Fire Safety Task Force Findings:

1. Older multi-unit buildings which comprise the majority of the apartment building inventory are only partially sprinklered in the garbage rooms and trash chutes. These systems are

Section V: Fire Sprinkler/Suppression Systems in Existing Multi-Residential Buildings (Continued)

effective in situations where there is a fire in these areas only. These older systems have no backflow prevention to protect the potable water.

2. Adding sprinkler heads to an existing system could require an upgrade of the fire alarm system that is tied into it as any fire sprinkler system which has more than 20 sprinkler heads. Such systems must be remotely monitored by a third party.
3. The more sprinkler heads added to the system the greater the likelihood that additional water service will be required, or that a larger pipe will be required in the event of such need. The "flat rate" cost of bringing the additional service with no complications would be approximately \$28,000. This cost could increase substantially depending on the complexity of connecting to the main in the street. These facts include the distance to the main water supply line of sufficient size, and how busy the street is regarding the connection installation. A small percentage of multi-unit building will have to install a pump to ensure proper water pressure for the fire sprinkler heads at upper floors. In such cases a room would be needed to house the pump.
4. Work of the scope required to add sprinkler heads in older occupied buildings would raise impacts associated with dust, asbestos, lead, noise, and egress obstructions due to equipment and staging area needs. Some tenants might require relocation during such work. Also, retroactive installations of fire sprinkler supply lines could cause headroom requirements to become an issue.
5. Additional SFFD and DBI staffing would be required to perform plan checking, and site inspections for retroactive sprinkler installations in multi-unit buildings.
6. If new fire sprinkler systems are installed or existing systems are expanded, backflow prevention would need to be installed. In such cases issues of cost and finding space for the devices would arise. Backflow systems are required by DPH to be tested on an annual basis at the building owner's expense. The water that flows into fire sprinkler systems is from the public drinking water supply. Backflow prevention is necessary to keep the water that flows into a fire sprinkler system from flowing back into the drinking supply after potentially sitting stagnant in the system a long time and then contaminating the drinking supply.
7. If a new fire sprinkler system is installed (or substantially upgraded from the minimal systems that currently exist) the cost can vary substantially as there is no "one size fits all" approach to installing such systems in older multi-unit buildings. The cost of installing a fire sprinkler system is best approximated by cost per sprinkler head. The projected cost would be \$500.00 to \$600.00 per sprinkler head for the typical three or four floor

Section V: Fire Sprinkler/Suppression Systems in Existing Multi-Residential Buildings (Continued)

apartment building with exposed plumbing. This would include PUC hook up, backflow prevention and other considerations.

8. The factors which would most affect the cost of a fire sprinkler installation include:

- A. The PUC fire service connection has a “flat rate” for a straight-forward connection of \$28,000 which can increase to \$150,000 in extreme cases where the water service needed is (1) located far away, (2) the street in question is busy, (3) an extensive street restoration is required, (4) the water main in question is not of sufficient size, or (5) other complicating factors.
- B. In some cases finding space for the backflow prevention device (approximately the size of a large desk) may increase cost for interior modifications in order to ensure the distance does not exceed 25 feet from the water main. The cost of the device itself is approximately \$1500.
- C. If the new pipe is run inside the walls and ceilings the cost will be at least double the estimated cost per sprinkler head.
- D. In rare cases (about 1% of installations) a fire pump would be needed to provide the correct water pressure in the system. A 500 gallon per minute pump would cost approximately \$75,000 to install. Pumps would typically be required in taller buildings that are located at higher elevations.

Tenant Perspectives:

- 1. Tenants are concerned with potential Rent Ordinance pass-throughs (similar to those for capital improvements) related to cost calculations, and relocation compensation.

Landlord/Business Community Perspectives:

- 1. Property owners are concerned with the expense of retroactively installing fire sprinkler systems to existing buildings and the cost to relocate tenants during such installation.

Section V: Fire Sprinkler/Suppression Systems in Existing Multi-Residential Buildings (Continued)

Fire Safety Task Force Recommendations:

1. The advisability of requiring the installation of a retroactive sprinkler system to existing multi-unit buildings should be predicated upon the factors delineated above. Upgrading fire alarm systems should be considered a consensus approach while post fire investigative reporting is reformatted to provide more specific information regarding the causes of fires and how fire safety systems and construction types perform when such evidence is available.

Section VI: Stakeholder Written Comments

See Appendix, Exhibit G.

Appendix:

Exhibit A: Glossary of Terms

Exhibit B: Summary of Building and Housing
Code Safety Requirements

Exhibit C: Meeting and Topic Schedule

Exhibit D: Ordinance No. 90-15

Exhibit E: Overview of Code Enforcement
Process

Exhibit F: Member and Guest List

Exhibit G: Stakeholder Comments

Exhibit A:

Glossary of Terms

Appendix

Exhibit A: Glossary of Terms

Term	Definition
Fire Blocking or Draftstop	Approved materials, device or construction installed within concealed spaces (such as a ceiling cavity) to resist or block the migration of fire/hot gases or air.
Fire Safing Insulation	Approved noncombustible material used as a fire barrier in concealed spaces such as a ceiling cavity, wall, or soffit, or around protrusions or penetrations to resist or block the migration of fire and hot gases.
Dialer	An automatic telephone dialing device that enables the fire alarm system to send a message over the phone lines.
Ionization Sensor	A smoke alarm sensor that contains material within a chamber that will generate an electric current between two metal plates, and sound an alarm when disrupted by smoke entering the chamber.
Backflow Prevention	A device that is used to protect potable water by preventing contaminated or polluted water to flow back into the originating water source.

Exhibit B:

Summary of Building and Housing Code
Fire Safety Requirements

FIRE SAFETY TASK FORCE
FIRE ALARM SYSTEM MATRIX FOR R-2 OCCUPANCIES
 (Initial Analysis) (Subject to change without notice) September 1, 2015

FIRE ALARM SYSTEM TOPIC	SF HOUSING CODE CHAPTER 9 REQUIREMENTS	REQUIREMENTS FOR NEW CONSTRUCTION	COMMENTS	POSSIBLE RECOMMENDATIONS
Fire alarm system required where?	<p>General Fire Alarm System Requirements: All occupancies which are three or more stories in height or in buildings having five or more dwelling units and guest rooms six or more in number.</p> <p>Exceptions -1. Buildings of Type I (I-A) or Type II (I-B, II-A, II-B) construction 2. Buildings having a sprinkler system conforming with the requirements of Section 807 of the SFHC. 3. Existing buildings having smoke detectors in all individual dwelling units which are installed prior to March 1, 1977. 4. Buildings in which all individual dwelling units and guest rooms have access to the exterior at ground level without use of any interior public hallway or any interior public stairway.</p>	<p>SFBC 907.2.9.1 (R-2 occupancy) - A manual fire alarm system that activates the occupant notification system shall be installed where - 1. Any dwelling unit 3 or more stories above lowest level of exit. 2. Any dwelling unit is located more than one story below the highest level of exit. 3. The building contains more than 6 dwelling units. 4. Congregate living facilities or residences three or more stories in height or having 11 or more occupants.</p> <p>Exceptions - 1. Buildings not more than 2 stories in height, with 1 hour rated fire partitions and each unit has an exit directly to public way, egress court or yard. 2. Buildings w/o interior corridors serving dwelling units AND are protected by an automatic sprinkler system PROVIDED that dwelling units either have a means of egress door opening directly to the exits or are served by open-ended corridors.</p>		

FIRE SAFETY TASK FORCE
FIRE ALARM SYSTEM MATRIX FOR R-2 OCCUPANCIES
(Initial Analysis) (Subject to change without notice) September 1, 2015

Smoke detector spacing.	Not more than 30 feet apart and within 15 feet of a corridor wall or the end of a corridor.	NFPA 72 2013 edition – 17.7.3.2.3.1 1. The distance between smoke detectors shall not exceed a nominal spacing of 30 feet and must be within 15 feet of all walls. 2. All points on the ceiling shall have a detector within a distance equal to or less than 0.7 times the nominal 30 foot spacing.	NFPA 72 outlines different criteria for smoke detector spacing depending on several factors including if the ceiling is sloped or if there are joists etc.	
Location of audible devices	All audible devices shall be installed in an approved location and shall emit a loud continuous alarm clearly audible in all occupied areas of the building.	Alarm shall provide min 60dB and: 15 dB above ambient sound 75 dB for R occupancies Max sound level shall be 110 dB	dB requirements per SFFD stamp.	
NFPA Standard	Smoke alarm systems installed prior to January 1, 1989, shall conform to the National Fire Protection Association Standards 72-A, 1981 Edition and 72-E, 1981 Edition, except that where there is a conflict between the provisions and this Section, the provisions of this Section shall prevail. As an alternate, smoke detector and alarm systems may comply with the 1988 San Francisco	NFPA 72 2013 Edition	Since 1989 the most current adopted version of NFPA 72 is the standard. The original standard when systems were first required was NFPA 72A 1975 edition.	

FIRE SAFETY TASK FORCE
FIRE ALARM SYSTEM MATRIX FOR R-2 OCCUPANCIES
(Initial Analysis) (Subject to change without notice) September 1, 2015

	Building and Electrical Codes.			
Supervision	Systems shall be electrically supervised locally for system malfunction and power supply interruption. "Supervision" shall consist of the following elements, or those "supervision" provisions provided by standard industry supervision panel boxes as approved by the State Fire Marshal: Green light = AC power is on Blinking red light and audible device = trouble condition (a silencing switch shall be provided)	NFPA 72 2013 Edition – Sec. 10.15 Trouble signal must be indicated in 200 seconds Trouble sound may be intermittent Trouble light and sound must be at FACP and as needed to notify occupants (remote annunciator) Means of silencing trouble requires a key either at the annunciator or a key is needed to open the FACP.		
Maintenance	All required smoke detection and alarm systems shall be maintained as required by the Fire Code .	The fire code and NFPA 72 2013 Edition		
When a sprinkler system is installed.	Where there is no fire alarm system as required under Section 907 of the San Francisco Building Code , a manual fire alarm pull box capable of activating audible devices	SFBC 907.2.9.1 Manual fire alarm boxes are not required where the building is equipped with an automatic sprinkler system in accordance with Sec. 903.3.1.1 or 903.3.1.2 and sprinkler water flow	Change is due to the desire to cut back on false alarms.	

FIRE SAFETY TASK FORCE
FIRE ALARM SYSTEM MATRIX FOR R-2 OCCUPANCIES
(Initial Analysis) (Subject to change without notice) September 1, 2015

	of required smoke detectors shall be installed in an approved location near the main entrance of the building.	will activate the occupant notification appliances.		
Power Supply	All required smoke detectors and alarm systems shall receive their power supply from the building electrical system.	Fire alarm systems must have a dedicated circuit and a breaker switch that is in a box that is red. FACP must supervise 120 VAC circuit.		
Notification of completion of installation.	Upon completion of the installation of any system required under this Section, the installer of such system shall provide to the Director, in a form acceptable, a certification that the system is operational and functioning.	Notify the SF Bureau of Fire Prevention.		



BOARD OF SUPERVISORS
LAND USE SERVICES SUBCOMMITTEE

APRIL 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255

Report on Fire Sprinkler Requirements in Existing Residential Buildings

PRESENTED BY

Tom Hui, S.E., C.B.O., Director

Daniel Lowrey, Deputy Director

Rosemary Bosque, Chief Housing Inspector



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APRIL 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255

- Approximately 20,000 apartment buildings
- Majority are older buildings, over 50 years old

SYSTEMS IN PLACE

- Central and supervisory alarm systems
- Sprinklers in common areas only
- Fully sprinklered buildings



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APRIL 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255**

**TABLES ON SAN FRANCISCO SPRINKLERS REQUIREMENTS IN RESIDENTIAL BUILDINGS
Table 1: R1 and R2 Occupancy (New Buildings)**

TYPES	SPRINKLERS REQUIREMENTS	CODE SECTION	EFFECTIVE DATE
New buildings with permits filed prior to 1/1/2008	Required for apartment houses, three or more stories	1990 SFBC Section 3802 (h)	1/1/1990
New buildings with permits filed on or after 1/1/2008	Required for all areas, including units	2007 SFBC Section 903.2.7	1/1/2008



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APRIL 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255**

**TABLES ON SAN FRANCISCO SPRINKLERS REQUIREMENTS IN RESIDENTIAL BUILDINGS
Table 2: R1 and R2 Occupancy (Existing Buildings)**

TYPES	SPRINKLER REQUIREMENTS	CODE SECTION OR ORDINANCE	EFFECTIVE DATE
Addition to existing buildings	See Information Sheet FS-05: Sprinkler Systems Requirements for Addition or Legalization of Dwelling Unit		
Existing SRO hotel buildings	Required to be provided and maintained for 20 or more guest rooms	SF Fire Code Section 1103.5.1 and Ordinance 170-02	9/2/2002
Existing high-rise buildings	Required throughout building	SF Fire Code Section 1103.5.2 and Ordinance 377-93	1/2/1994
Existing hotels	Required throughout all common areas of the hotel	SF Fire Code Section 1103.5.3 and Ordinance 319-86	9/6/1986



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APRIL 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255

SPRINKLER PLUMBING CONSIDERATIONS

- Water service from meter to building
- Depending on pressure, booster pump might be required
- Main supply riser location
- Coverage of sprinkler system (i.e. common area, units)
- Abatement if needed for lead/asbestos
- Concealed piping if desired
- Construction impacts on tenants



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MARCH 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255**

AREAS WHERE THE SF HOUSING CODE ADDRESSES FIRE SAFETY HAZARDS

- **Fire escapes**
- **Fire extinguishers**
- **Fire alarm systems**
- **Required egress**
- **Fire sprinkler systems within specified areas . i.e. garbage chutes &, storage rooms**
- **Residential Hotel Sprinkler Ordinance**
- **Smoke detectors/ carbon monoxide alarms**
- **Combustible storage**
- **Self closing smoke enclosure Doors**
- **Manual releases for exit doors**
- **Exit signage & lighting**



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PUBLIC SAFETY & NEIGHBORHOOD SERVICES SUBCOMMITTEE
MARCH 20, 2015, AGENDA ITEM NO. 6, FILE NO. 150255

Table 3: San Francisco Housing Code(SFHC) Fire Sprinkler Requirements for Apartment Buildings (Applied Retroactively to Buildings of three (3) or more dwellings

	Building Type	Fire Sprinkler Requirement	SFHC Section	Year Instituted
1.	Apartment Buildings Five (5) Units or More	Storage Areas: Fire sprinklers required.	904(a)	Pre 1970
2.	All Apartment Buildings with Garbage Chutes	Garbage Chutes: Buildings four (4) or less stories: fire sprinklers are required at the highest hopper inlet and at the discharge end, not to exceed thirty-five (35) feet. Buildings of five (5) or more stories: fire sprinklers are required as described above, and at every hopper inlet on each floor.	906	Pre 1970
3.	All Apartment Buildings with Garbage Rooms/Areas	Garbage Rooms/Areas: Fire sprinklers are required.	906	Pre 1970
4.	All Apartment Buildings With Laundry Chutes/Linen Rooms	Laundry Chutes/Linen Rooms: Fire sprinklers are required.	906	Pre 1970
5.	All Apartment Buildings With Specific Dead-End Corridors	Exit Doorways on specific Dead-End Corridors: Fire Sprinklers are required if a three-quarter hour opening is not provided at an exit door on dead-end corridors more than twenty (20) in length (where one exit is passed to get to the other).	801(a)(1)	Pre 1970



**BOARD OF SUPERVISORS
PUBLIC SAFETY & NEIGHBORHOOD SERVICES SUBCOMMITTEE
MARCH 19, 2015, AGENDA ITEM NO. 3, FILE NO. 150131**

CONTACT US!

- **Tom Hui, Director – tom.hui@sfgov.org**
- **Daniel Lowrey, Deputy Director Inspection Services
daniel.lowrey@sfgov.org**
- **Rosemary Bosque, Chief Housing Inspector
rosemary.bosque@sfgov.org**

Visit: 1660 Mission Street

Call: (415) 558 – 6088

www.sfdbi.org

Exhibit C:

Meeting and Topic Schedule



MEMORANDUM

DATE: September 3, 2015

TO: Dr. Johnson Ojo, DPH
 Dan de Cossio, Assistant Deputy Chief/Fire Marshal, SFFD
 Lieutenant Rich Brown, SFFD
 David Briggs, SFPUC

FROM: Rosemary Bosque, Chief Housing Inspector DBI

THROUGH: Dan Lowrey, Deputy Director Inspection Services, DBI

SUBJECT: Emergency Interagency Fire Safety Task Force (Ordinance 90-15)
 For Multi-Unit/Use Residential Buildings
 Meeting and General Topic Schedule
 (Agendas will be sent out prior to each meeting)

	DATE	TIME	LOCATION	GENERAL TOPICS
1	August 18, 2015 Tuesday	6:00pm – 8:00pm	1650 Mission Street, 5 th Floor Golden Gate Conference Rm	At-Risk Buildings Intradepartmental Procedures Possible code amendments
2	September 8, 2015 Tuesday	10:00am – 12:00pm	1650 Mission Street, 5 th Floor Golden Gate Conference Rm	Discussion of possible fire alarm provisions
3	September 22, 2015 Tuesday	5:30pm – 7:30pm	1660 Mission Street, 2 nd Floor Conference Rm 2001	Post fire investigations Interagency coordination regarding complaints/code enforcement
4	October 6, 2015 Tuesday	10:00am – 12:00pm	1650 Mission Street, 5 th Floor Golden Gate Conference Rm	Discussion of possible fire sprinkler provisions
5	October 27, 2015 Tuesday	10:00am – 12:00pm	1650 Mission Street, 5 th Floor Golden Gate Conference Rm	Assessment based on city agency, stake holder & community input Preliminary Recommendations
6	November 10, 2015 Tuesday	10:00am – 12:00pm	1650 Mission Street, 5 th Floor Golden Gate Conference Rm	Final Recommendations

Exhibit D:

Ordinance No. 90-15

1 [Administrative Code - Establishing Emergency Interagency Fire Safety Task Force]

2
3 **Ordinance amending the Administrative Code to establish an Emergency Interagency**
4 **Fire Safety Task Force to review and make recommendations to the Board of**
5 **Supervisors on proposed legislation and suggest other solutions to improve fire safety**
6 **in multi-unit residential and multi-use buildings.**

7 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
8 **Additions to Codes** are in *single-underline italics Times New Roman font*.
9 **Deletions to Codes** are in ~~*single-underline italics Times New Roman font*~~.
10 **Board amendment additions** are in double-underlined Arial font.
11 **Board amendment deletions** are in ~~Arial font~~.
12 **Asterisks (* * * *)** indicate the omission of unchanged Code
13 subsections or parts of tables.

14 Be it ordained by the People of the City and County of San Francisco:

15 Section 1. The Administrative Code is hereby amended by adding Article XXII,
16 consisting of Sections 5.22-1 through 5.22-5, to read as follows:

17 **ARTICLE XXII: EMERGENCY INTERAGENCY FIRE SAFETY TASK FORCE.**

18 **SEC. 5.22-1. CREATION OF TASK FORCE.**

19 The Board of Supervisors hereby establishes an Emergency Interagency Fire Safety Task Force
20 ("Task Force") for the City and County of San Francisco ("City").

21 **SEC. 5.22.2. PURPOSE.**

22 Because San Francisco has recently had several fires in multi-unit residential and multi-use
23 buildings that resulted in death and displacement of tenants, and multiple City agencies have
24 enforcement authority over the habitability of multi-unit residential and multi-use buildings and the
25 health and safety of the occupants of these buildings, immediate measures must be taken to improve the
fire safety of these buildings.

The Task Force shall specifically:

1 (a) review and make recommendations to the Board of Supervisors on legislation proposed by
2 the Board to improve fire safety in multi-unit residential and multi-use buildings;

3 (b) suggest to the Board of Supervisors amendments to the Municipal Code or other solutions
4 that would improve fire safety in multi-residential and multi-use buildings, including but not limited to
5 fire prevention measures, post-fire investigation, processing and resolution of complaints about Code
6 violations, and interagency coordination and information sharing; and

7 (c) make recommendations to the Board of Supervisors on the advisability of requiring the
8 installation of fire alarms and sprinklers in existing buildings.

9 **SEC. 5.22-3. MEMBERSHIP.**

10 The Task Force shall consist of the following seven members:

11 (a) two representatives from the Department of Building Inspection, one of whom shall be from
12 the Housing Division;

13 (b) two representatives from the Fire Department, one of whom shall be the Fire Marshal or
14 Fire Marshal's designee;

15 (c) two representatives from the Department of Public Health; and

16 (d) one representative from the Public Utilities Commission.

17 The City Attorney shall assign a representative to attend the meetings and advise the Task Force.

18 **SEC. 5.22-4. MEETINGS AND OPERATIONS OF TASK FORCE; REPORT TO THE BOARD**

19 **OF SUPERVISORS.**

20 (a) Members shall be appointed to the Task Force by their respective departments no later than
21 the effective date of this Article XXII and the Task Force shall begin meeting as soon as possible after
22 its formation. The Task Force members shall meet at least once every two weeks for three months. Four
23 members shall constitute a quorum for purposes of meeting. An official action may be taken by the vote
24 of a majority of the members at a meeting.

1 (b) Over the course of its meetings, the Task Force shall invite representatives of the landlord,
2 tenant, and small business communities to offer their perspectives on matters considered by the Task
3 Force.

4 (c) The Department of Building Inspection shall provide clerical and administrative support
5 and staffing to the Task Force. All City officials, departments, boards, commissions, and other bodies
6 shall cooperate with the Task Force in conducting its business.

7 (d) Three months after the effective date of this Article XXII, the Task Force shall submit a
8 report to the Board of Supervisors on all of the matters within its purview.

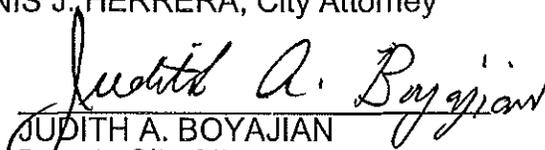
9 **SEC. 5.22-5. SUNSET DATE.**

10 Unless the Board of Supervisors by ordinance extends the term of the Task Force, this Article
11 XXII shall expire by operation of law, and the Task Force shall terminate, six months after the effective
12 date of this Article. After that date, the City Attorney shall cause this Article to be removed from the
13 Administrative Code.

14
15 Section 2. Effective Date. This ordinance shall become effective 30 days after
16 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
17 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
18 of Supervisors overrides the Mayor's veto of the ordinance.

19
20 APPROVED AS TO FORM:
21 DENNIS J. HERRERA, City Attorney

22 By:

23 
24 JUDITH A. BOYAJIAN
25 Deputy City Attorney

n:\legana\as2015\1500582\01011496.doc



City and County of San Francisco
Tails
Ordinance

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 150431

Date Passed: June 09, 2015

Ordinance amending the Administrative Code to establish an Emergency Interagency Fire Safety Task Force to review and make recommendations to the Board of Supervisors on proposed legislation and suggest other solutions to improve fire safety in multi-unit residential and multi-use buildings.

May 21, 2015 Public Safety and Neighborhood Services Committee - RECOMMENDED

June 02, 2015 Board of Supervisors - PASSED, ON FIRST READING

Ayes: 11 - Avalos, Breed, Campos, Christensen, Cohen, Farrell, Kim, Mar, Tang, Wiener and Yee

June 09, 2015 Board of Supervisors - FINALLY PASSED

Ayes: 11 - Avalos, Breed, Campos, Christensen, Cohen, Farrell, Kim, Mar, Tang, Wiener and Yee

File No. 150431

I hereby certify that the foregoing Ordinance was FINALLY PASSED on 6/9/2015 by the Board of Supervisors of the City and County of San Francisco.

Angela Calvillo
Clerk of the Board

Mayor

Date Approved

Exhibit E:

Overview of Code Enforcement Process



**San Francisco
Fire Safety Task Force
Agenda Item #4**

**September 22, 2015
1660 Mission, Room 2001**

San Francisco Fire Safety Task Force

Agenda Item # 4

Fire Housing, and Building Code Enforcement

DBI FIRE INSPECTION SAFETY PROTOCOLS HIS INSPECTION TYPES THAT INVOLVE FIRE SAFETY

- **Complaint Inspections from the public , building occupant or inter agency referrals**
- **City Attorney Task Force Inspections**
- **Room-to-room inspections of residential hotels**
- **Initial inspections of HSA master lease residential hotels**
- **Systematic code enforcement of apartment buildings & hotels (routine inspections)**
- **Focused Code Enforcement**
- **Fast tracking fire safety - life hazard cases to the City Attorney**

San Francisco Fire Safety Task Force

Agenda Item # 4

Fire Housing, and Building Code Enforcement

AREAS WHERE THE SF HOUSING & BUILDING CODES ADDRESS FIRE SAFETY HAZARDS

- **Fire escapes**
- **Fire extinguishers**
- **Fire alarm systems**
- **Required egress**
- **Fire sprinkler systems within specified areas . i.e. garbage chutes &, storage rooms**
- **Residential Hotel Sprinkler Ordinance**
- **Smoke detectors/ carbon monoxide alarms**
- **Combustible storage**
- **Self closing smoke enclosure Doors**
- **Manual releases for exit doors**
- **Exit signage & lighting**

San Francisco Fire Safety Task Force

Agenda Item # 4

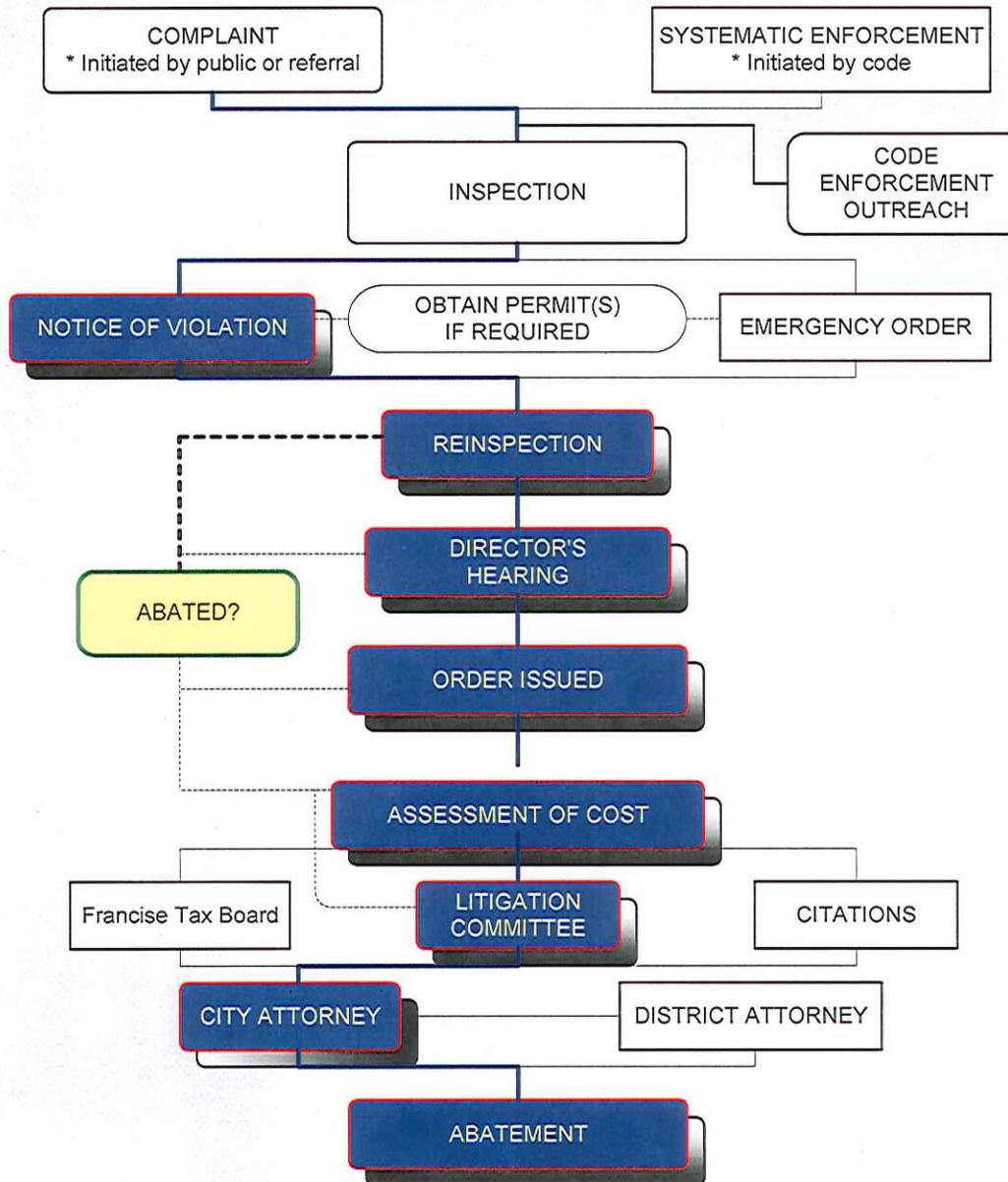
Fire Housing, and Building Code Enforcement

CODE ENFORCEMENT OUTREACH PROGRAM

- **CEOP AGENCIES**
 - **HOUSING RIGHTS COMMITTEE**
 - **CAUSA JUSTA/ JUST CAUSE**
 - **SAN FRANCISCO APARTMENT ASSOCIATION**
 - **CHINATOWN COMMUNITY DEVELOPMENT CENTER**
 - **TENDERLOIN HOUSING CLINIC**
 - **MISSION SRO COLLABORATIVE**
 - **CENTRAL CITY SRO COLLABORATIVE**
 - **CHINATOWN SRO COLLABORATIVE**
 - **SRO FAMILIES UNITED COLLABORTIVE**
- **CEOP FIRE SAFETY OUTREACH ACTIVITIES:**
 - **EXPANDED FIRE SAFETY WORKSHOPS WITH SFFD**
 - **CODE ENFORCEMENT OUTREACH**
 - **ENPOWERING COMMUNITY REGARDING HEALTH & SAFETY AND CITY SERVICES**

SAN FRANCISCO HOUSING CODE ENFORCEMENT OVERVIEW

(NECESSARY TO ENSURE SAFE, FUNCTIONAL & SANITARY HOUSING)



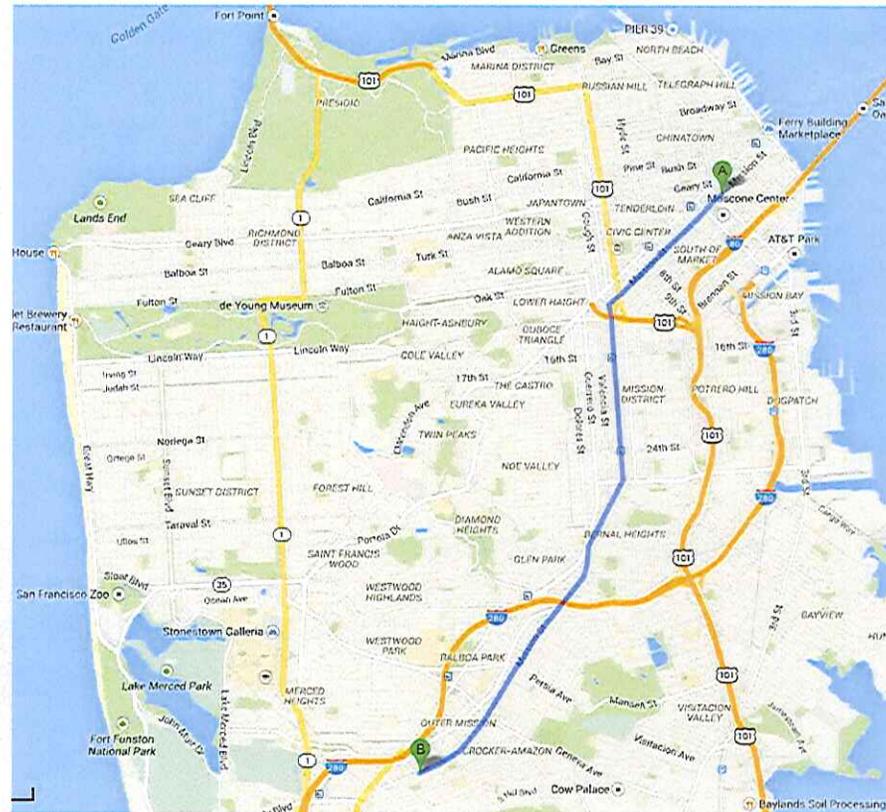
Note : The San Francisco Housing & Building Codes provide variation of the sequence indicated above on a case by case basis.

San Francisco Fire Safety Task Force

Agenda Item # 4

Fire Housing, and Building Code Enforcement

SAMPLE DBI CODE ENFORCEMENT FOCUS AREA (CEFA)
(Mission Street Corridor CEFA from 3rd Street to Sickles Avenue)



San Francisco Fire Safety Task Force

Agenda Item # 4

Fire Housing, and Building Code Enforcement

Fire Extinguishers:

- Proper Type
- Annual Certification/Tag

Sprinkler Systems:

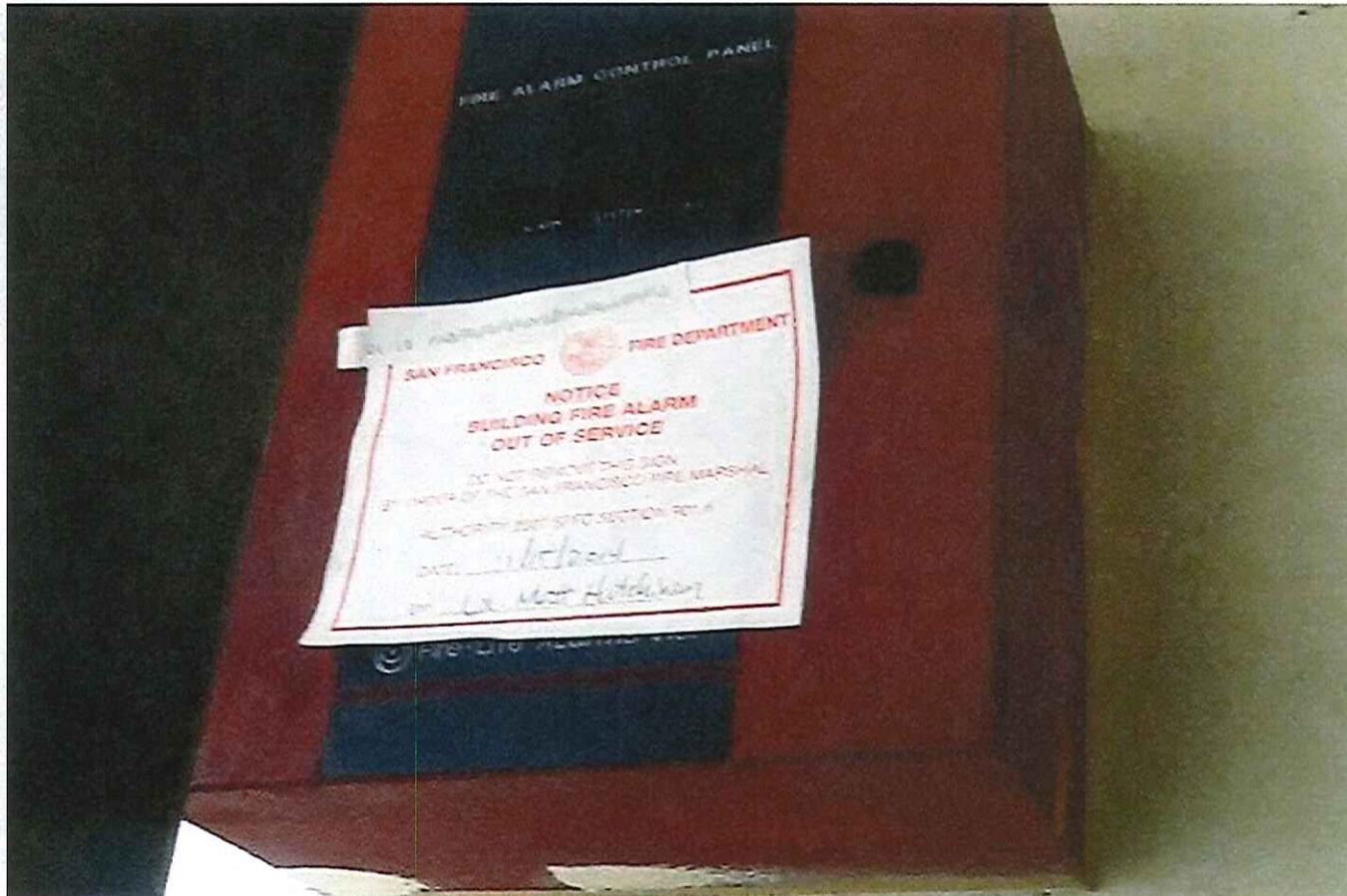
- Sprinkler maintenance
- Proper sprinkler head ceiling clearance
- Sprinklers required in:
 - garbage rooms/chutes & storage rooms/areas
 - Some dead-end corridors over twenty feet
 - Laundry chutes and linen rooms



San Francisco Fire Safety Task Force

Agenda Item # 4

Fire Housing, and Building Code Enforcement



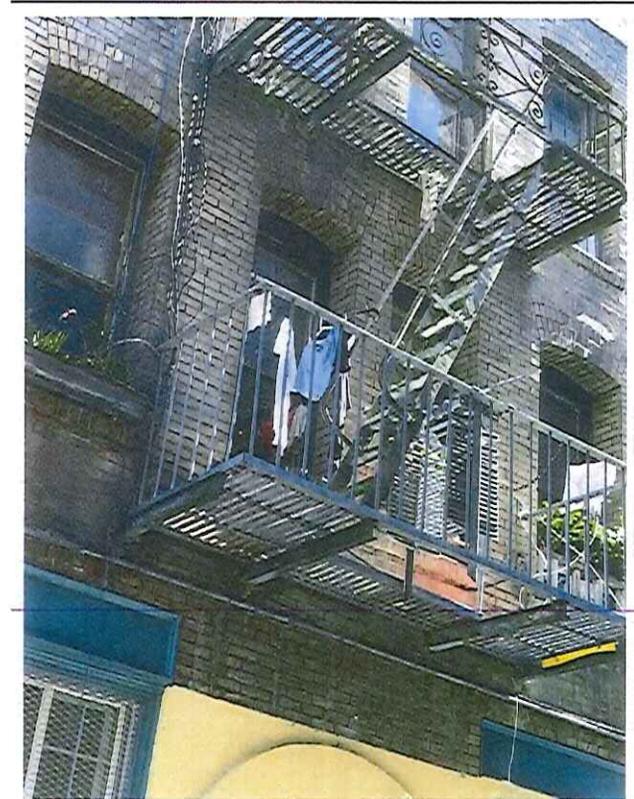
San Francisco Fire Safety Task Force

Agenda Item # 4

Fire Housing, and Building Code Enforcement

Keep second means of egress clear for escape

- Doors and windows to fire escapes are operable
- No storage permitted in hallways
- Fire Escapes unencumbered, regularly serviced, and fully operational
- No double cylinder locks on exit doors
- No security bars on exit doors without a manual release
- Maintain proper exit signage



San Francisco Fire Safety Task Force
Agenda Item # 4
Fire Housing, and Building Code Enforcement

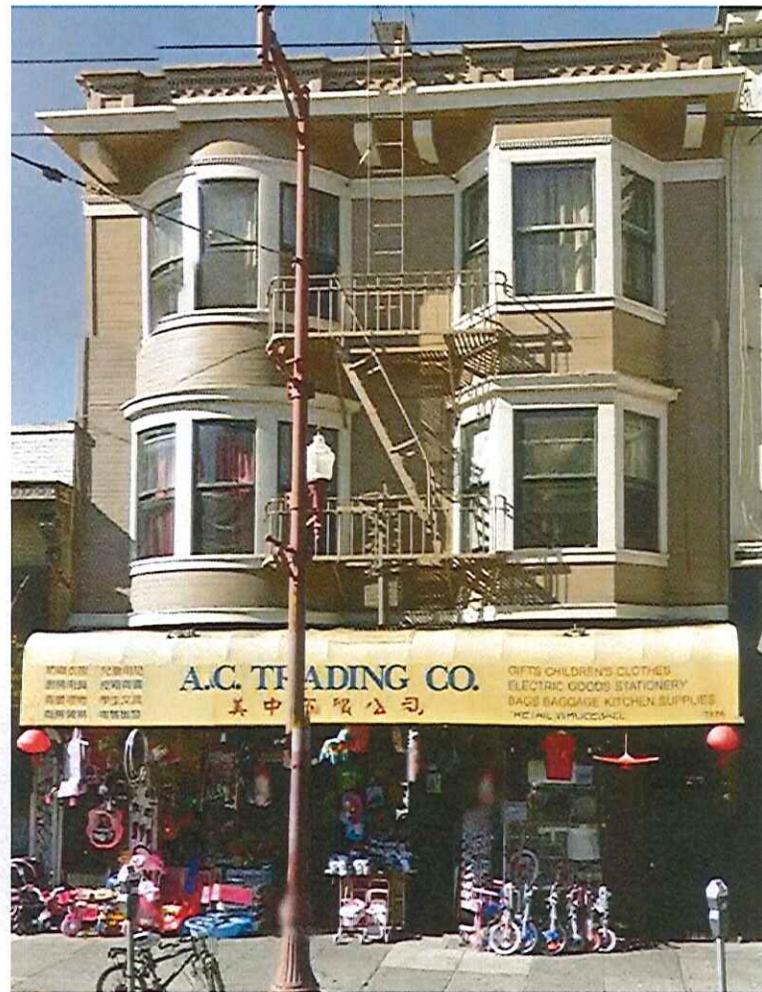
PADLOCKED FIRE DOORS



San Francisco Fire Safety Task Force

Agenda Item # 4

Fire Housing, and Building Code Enforcement



San Francisco Fire Safety Task Force

Agenda Item # 4

Fire Housing, and Building Code Enforcement

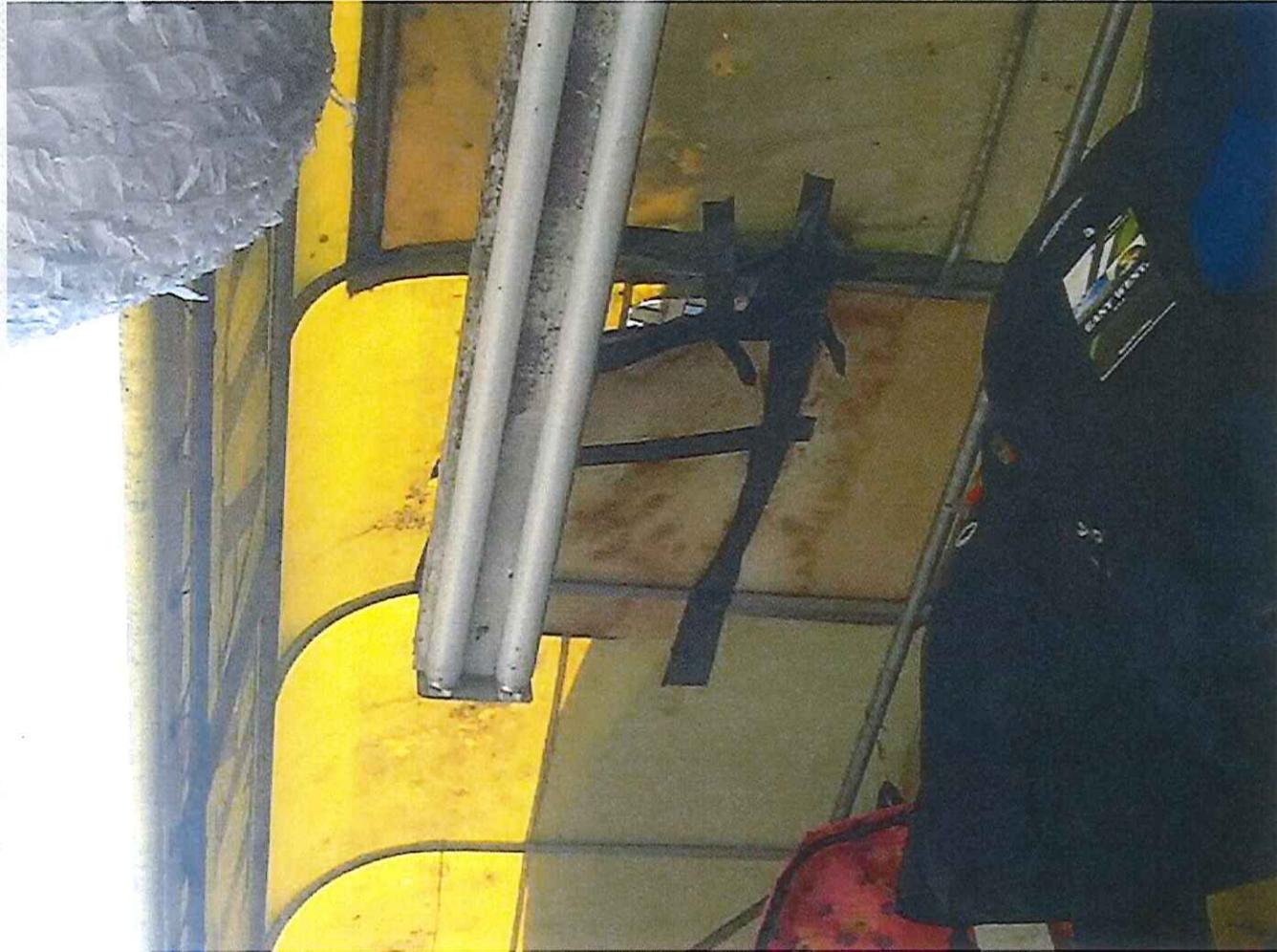


Exhibit F:

Member & Guest List

San Francisco Fire Safety Task Force (FSTF)

Stakeholders: Members, Guests, and Staff

	Stakeholder Name		CCSF Department, Agency, or Community Group	Title	Phone	Email	Location
Member	Bosque	Rosemary	Department of Building Inspection	Chief Housing Inspector	558-6202 558-6220	rosemary.bosque@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Member	Briggs	David	SFPUC	Local & Regional Water System Manager	554-0754	dbriggs@sflower.org	525 Golden Gate Av, 13th Fl San Francisco CA 94102
Member	Brown	Rich	SFFD	Lieutenant	558-3300 558-3363	richard.brown@sfgov.org	Bureau of Fire Prevention 698 Second St. San Francisco CA 94107-2015
Member	de Cossio	Dan	SFFD	Assistant Deputy Chief Fire Marshal	650-821-7869	dan.decossio@flysfo.com	SFFD HQ 698 Second Street, Room 109 San Francisco CA 94107-2015
Member	Lowrey	Dan	Department of Building Inspection	Deputy Director	558-6127	daniel.lowrey@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Member	Ojo	Johnson	DPH – BEHS	Principal Inspector	252-3858	johnson.ojo@sfdph.org	1390 Market Street, 6th Floor San Francisco, CA 94102
Guest	Allen	Ron	Department of Building Inspection	Chief Electrical Inspector	558-6028	ron.allen@sfgov.org	1660 Mission Street, 3rd Floor San Francisco, CA 94103
Guest	Amyes	Benjamin	San Francisco Human Services Agency	Disaster Response Manager Emergency Response Unit	557-5370	benjamin.amyes@sfgov.org	PO Box 7988 San Francisco, CA 94120
Guest	Bailey	Christina	Department of Building Inspection	Building Inspection	558-6135	christina.bailey@sfgov.org	1660 Mission Street, 1st Floor San Francisco, CA 94103
Guest	Bhakta	Chirag	Mission SRO Collaborative	Organizer	282-6209	chirag@dscs.org	938 Valencia Street San Francisco, CA 94110
Guest	Boyajian	Judy	City Attorney's Office	Deputy City Attorney	554-4636	judy.boyajian@sfgov.org	1 Dr. Carlton B. Goodlett Place Room 234 San Francisco, CA 94102
Guest	Bozeman	John	Building Owners and Managers Association of San Francisco	Director, Government and Industry Affairs	362-2662 x116	johnb@boma.com	233 Sansome Street, 8th Floor, San Francisco, CA 94104

San Francisco Fire Safety Task Force (FSTF)
Stakeholders: Members, Guests, and Staff

	Stakeholder Name		CCSF Department, Agency, or Community Group	Title	Phone	Email	Location
Guest	Buckley	Jeff	Mayor's Office	Senior Housing Advisor	554-7925	jeff.buckley@sfgov.org	1 Dr. Carlton B. Goodlett Place Room 200 San Francisco, CA 94102-4689
Guest	Buscovich	Pat	Patrick Buscovich & Associates Structural Engineers	Structural Engineer		patrick@buscovich.com	235 Montgomery St. Suite 823 San Francisco CA 94104-3105
Guest	Chu	Angela	Chinatown Community SRO Collaborative	Community Organizer Manager	984-1468	achu@Chinatowncdc.org	663 Clay St. San Francisco, CA 94111
Guest	Cleaveland	Ken	Building Owners and Managers Association of San Francisco	Vice President, Public Policy	362-2662 x111	kenc@boma.com	233 Sansome Street, 8th Floor, San Francisco, CA 94104
Guest	Cunningham	Jerry	Cunningham Engineering	Engineer		jerryc@cefire.com	334 10th Avenue San Francisco, CA 94118
Guest	Diep	Jerri	Chinatown Community SRO Collaborative	Community Organizer	346-3740	jdiep@chinatowncdc.org	663 Clay St. San Francisco, CA 94111
Guest	Fernández-Berriozábal	Raúl	SRO Families United Collaborative	Senior Coordinator	346-3740 x316	rfernandez@chinatowncdc.org	1525 Grant Ave. San Francisco, CA 94103
Guest	Fieber	Jennifer	San Francisco Tenants Union	Development & Policy Coordinator	282-6622	info.sftu.org	558 Capp Street San Francisco, CA 94110
Guest	Goossen	Carolyn	City & County of San Francisco Board of Supervisors	Legislative Aide to Supervisor David Campos	554-5144 554-7729	carolyn.goossen@sfgov.org	1 Dr. Carlton B. Goodlett Place, Room 244 San Francisco, CA 94102-4689
Guest	Goss	Charlie	San Francisco Apartment Association	Government and Community Affairs Manager	255-1112	charley@sfaa.org	265 Ivy Street San Francisco CA
Guest	Harris	Sonya	Department of Building Inspection	Commission Secretary	558-6250	sonya.harris@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Guest	Hui	Tom	Department of Building Inspection	S.E., C.B.O., Director	558-6250	tom.hui@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Guest	Jayin	Carolyn	Department of Building Inspection	Secretary to the Director	558-6250	carolyn.jayin@sfgov.org	1660 Mission Street, 6th Floor San Francisco, CA 94103
Guest	Jones	Micki	SFFD	Captain	575-6828	micki.jones@sfgov.org	1660 Mission Street, 4th Floor San Francisco, CA 94103
Guest	Jones	Steve	Retired	Retired Fire Fighter			PO BOX 1229 Alameda, CA 94501

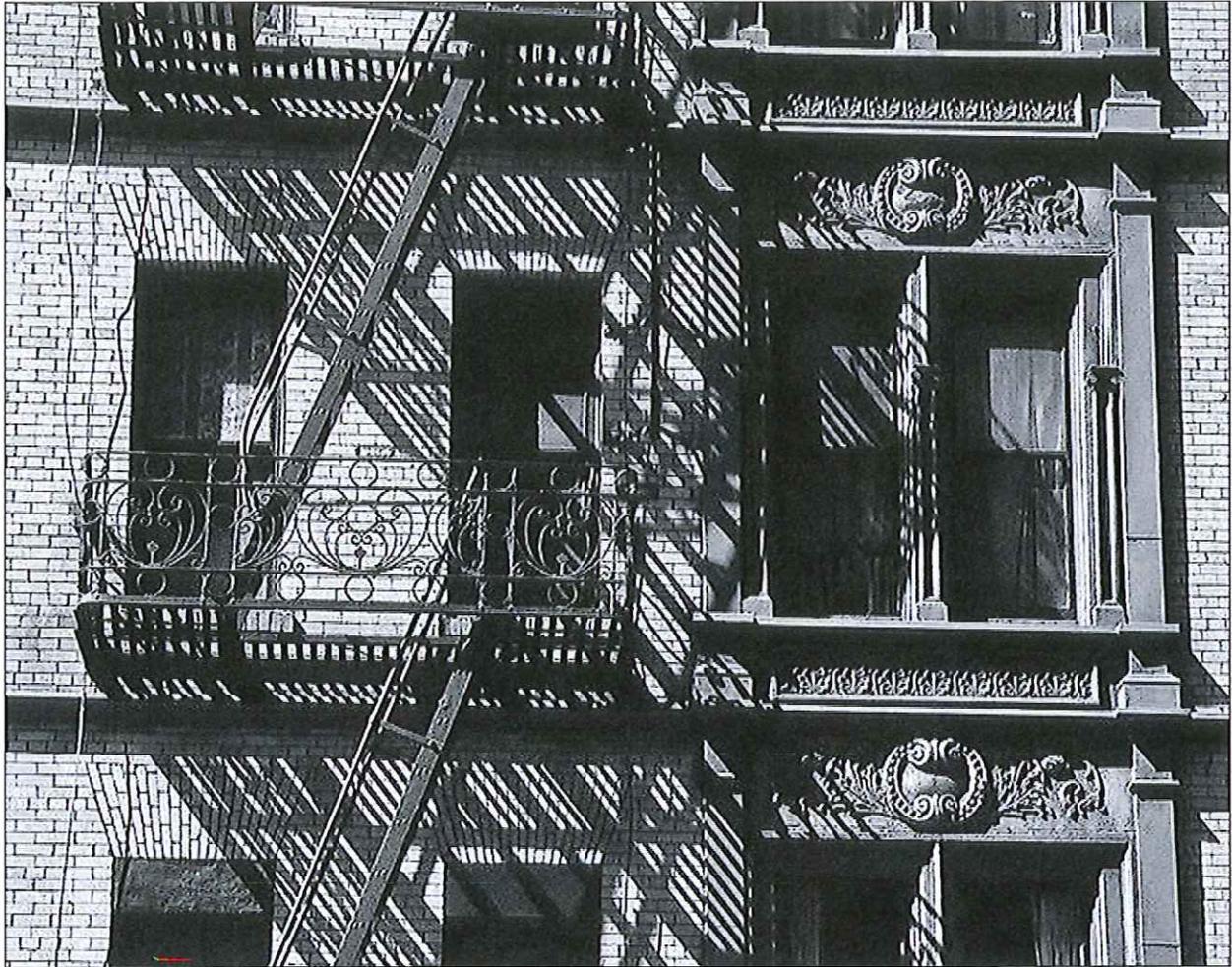
San Francisco Fire Safety Task Force (FSTF)

Stakeholders: Members, Guests, and Staff

	Stakeholder Name		CCSF Department, Agency, or Community Group	Title	Phone	Email	Location
Guest	Karnilowicz	Henry	Occidental Express	DBI Code Advisory Committee member			1019 Howard Street San Francisco CA 94103-2806
Guest	Lakritz	Tom	City Attorney's Office	Deputy City Attorney	554-3963	tom.lakritz@sfgov.org	Fox Plaza 1390 Market Street, 6th Floor San Francisco CA 94102-5408
Guest	Lee	Ivy	City & County of San Francisco Board of Supervisors	Legislative Aide to Supervisor Jane Kim	554-7970	ivy.lee@sfgov.org	1 Dr. Carlton B. Goodlett Place Room 244 San Francisco, CA 94102-4689
Guest	Lehman	Jessica	Senior & Disability Action	Executive Director	546-1333	jessica@sdaction.org	1390 Mission Street #400 San Francisco, CA 94103
Guest	Leung	David	Department of Building Inspection	Manager, Permit Submittal & Issuance	558-6033	david.leung@sfgov.org	1660 Mission Street, 2nd Floor San Francisco, CA 94103
Guest	Lim	Victor	City & County of San Francisco Board of Supervisors	Legislative Aide to Supervisor Eric Mar	554-7410	victor.lim@sfgov.org	1 Dr. Carlton B. Goodlett Place Room 244 San Francisco, CA 94102-4689
Guest	Madjus	Lily	Department of Building Inspection	Communications Director	558-6107	lily.madjus@sfgov.org	1660 Mission Street, 3rd Floor San Francisco, CA 94103
Guest	Means	Kirk	Department of Building Inspection	Technical Services Division	575-6832	kirk.means@sfgov.org	1660 Mission Street, 1st Floor San Francisco, CA 94102
Guest	Mecca	Tommi Avicolti	Housing Rights Action Committee	Director of Counseling Programs	703-8634 x102	tmecca@hrscsf.org	417 South Van Ness Av San Francisco, CA 94103
Guest	Medina	Gabriel	MEDA Small Business Perspective	Gabriel Medina, Policy Manager	282-3334 x150	gmedina@medasf.org	2301 Mission Street, Suite 301 San Francisco, CA 94110
Guest	Meré	Yvonne	City Attorney's Office	Deputy City Attorney	554-3874	yvonne.mere@sfgov.org	1390 Market Street, 6th Floor San Francisco, CA 94102
Guest	New	Janan	San Francisco Apartment Association	Executive Director	255-2288	janan@sfaa.org	265 Ivy Street San Francisco CA
Guest	Noronha	Jadma	Mission SRO Collaborative	MSROC Program Manager	282-6209 x119	jadma@dscs.org	938 Valencia Street San Francisco, CA 94110
Guest	O'Riordan	Patrick	Department of Building Inspection	Chief Building Inspector	558-6105	patrick.oriordan@sfgov.org	1660 Mission Street, 3rd Floor San Francisco, CA 94103

Exhibit G:

Stakeholder Comments



Tenant Perspectives for FSTF

Prepared for: San Francisco Fire Safety Task Force

Prepared by: Tenant Service Providers

November 5, 2015

Final Findings & Recommendations

INTERAGENCY FIRE SAFETY EDUCATION & CODE ENFORCEMENT

Tenant Perspectives

1. Increase access and transparency of SFFD Records
2. Create an online complaint tracking system for SFFD
3. SFFD BFP should impose penalties for violations to fire code
4. Created Pilot Program for Directors Hearings at SFFD
5. Interagency communication which can include SFFD forwarding inspection results to Department of Building Inspections

Increase Access and Transparency of SFFD Records

Property Inspection, Violation & Permit History Records: The Bureau of Fire Prevention currently offers members of the public an opportunity to review records and files maintained by the San Francisco Fire Department regarding property inspection, violation and permit history. However, the Property file research is only offered through an in-person appointment at the Bureau of Fire Prevention Office and requires that an appointment must be made in advance.

To ensure access to information (orders to correct a violation or to vacate a building) is available to all tenants throughout the city, we request the reconsideration of the imposed limit of two (2) street addresses per appointment. Service providers can also benefit of having files, such as FIRE INCIDENT REPORTS (NFIRS Reports), be accessible online and a link to these live in public access sites such as the San Francisco Property Information Map.

Fire Inspector Phone List & District Map: Currently this chart does not identify/name district inspector for particular area. In the interest of consistency, we recommend SFFD mirror other agencies organizational charts and phone list.

Create an online complaint tracking system for SFFD

As aforementioned, SFFD currently requires appointments to access case information on particular properties. A similar online complaint tracking system as employed by the Department of Building Inspection would be beneficial for service providers to track activity and read notes in regards to progress and process of abatement.

Emergency Communications Department: In 1999, the SFFD Emergency Medical Services (EMS) Division created a procedure to investigate complaints related to the provision of emergency medical services called the **Incident Management System (IMS)**¹ as part of its Continuous Quality Improvement (CQI) plan. The IMS provides for

¹ NIMS Components include: • Preparedness • Communications and Information Management • Resource Management • Command and Management • Ongoing Management and Maintenance

TENANT PERSPECTIVES FOR FSTF

logging and tracking complaints, planning investigations, the development of action plans to address problems, and has comprehensive policies for reporting and documentation. The IMS does not have a specific procedure for conducting interviews or analyzing testimony and evidence, but overall the system serves as a useful model for developing a more *global template for investigating all complaints received by the Department*. **There is no similar system in place for investigating complaints related to the provision of fire suppression and technical rescue services.**² However, the logging and tracking that IMS provides can be a helpful system to investigate and monitor complaints related to fire suppression.

SFFD BFP should impose penalties for violations to fire code

Currently, notice of violations are issued sparingly and at the discretion of a fire code official. Pursuant to Section 109.4 of the San Francisco Fire Code a fire code official "*may* prepare a written notice of violation, which shall identify the code sections violated, describe the violation, *and where applicable* require correction of the violation."

We recommend that the SFFD consistently makes use of the remedies available under the SF Fire Code Section 109.3 [For SF] "The fire code official may enforce the provisions of this code by: issuing a notice of violation under Section 109.4; issuing an administrative citation under Section 109.5; and exercising criminal arrest and citation authority under Section 109.6." Pursuant to Section 109.5.3 and in regards to the allocation of administrative citation fines, **all fines and late payment fees shall be payable to the Fire Department and shall be used to support fire safety and prevention programs.**

The 2010 San Francisco Fire Code findings of local conditions ascertained that (2) Certain buildings/occupancies in San Francisco are at increased risk of fire due to high density of buildings on very small lots, with many buildings built up to the property lines; (3) The topography of San Francisco has led to development of a high density of buildings on small lots, necessitating special provisions for exiting, fire separation, or fire-resistive construction; (4) Many buildings are built on steep hills and narrow streets, requiring special safety considerations; (5) Additional fire, structural and other protection is required due to high building density and crowded occupancy; Because of the great density of buildings, occupants, and pedestrians in San Francisco, fires in San Francisco can be especially devastating.

As such, we recommend there is a particular focus on the documentation "*Fire escape obstructions. Fire escapes and related balconies, ladders, landings, and operating devices shall not be obstructed in any manner. No object shall be stored on or attached to a fire escape without the approval of the fire code official.*" (Section 1030.2.1)

Create pilot program for Directors Hearings at SFFD that mirror existing Directors Hearings at other agencies.

² DESIGNING A COMPLAINT INVESTIGATION PROCEDURE FOR THE SAN FRANCISCO FIRE DEPARTMENT EXECUTIVE ANALYSIS OF FIRE DEPARTMENT OPERATIONS IN EMERGENCY MANAGEMENT p. 7

The Department of Building and Housing Inspection Services hosts a weekly directors hearing for outstanding violations. Hearing for Notices of Violation pursuant to Section 109.4.3. could be scheduled in this order and apply similar liens and penalties issued at these DBI Directors Hearings. SFFD should be able to issue penalties by for non compliance of notices of correction. Allowance of time in regards to the continuance of a matter can also be reexamined, as currently the fire code official may promulgate procedures for appeal hearings after a noticed public hearing.

To this end, we recommend that SF Fire and Housing codes be amended to clearly delineate testing of fire equipment and inspection timeframes. Currently, the notice of violation *may* set a period of time that is *reasonable* to remedy the violation and the fire code official may re-inspect the property to verify that the person responsible has made the required correction.

Interagency communication which can include SFFD forwarding inspection results to Department of Building Inspections

Currently, records for incidents that are "under investigation" may not be released to the public but we recommend there be a consideration to share these during the investigation process and the corresponding report with other city agencies.

For interagency collaboration, we recommend a reconsideration of referral fees pursuant to section 113.9.