



**BUILDING INSPECTION COMMISSION (BIC)**

Department of Building Inspection                      Voice (415) 558-6164 - Fax (415) 558-6509  
1660 Mission Street, San Francisco, California 94103-2414

March 25, 2020

London N. Breed  
Mayor

**COMMISSION**

Angus McCarthy  
President

Sam Moss  
Vice-President

Alysabeth  
Alexander-Tut  
Kevin Clinch  
Jonathan Jacobo  
Jason Tam

Sonya Harris  
Secretary

Patrick O’Riordan  
Interim Director

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

Dear Ms. Calvillo:

**RE: File No. 200158**

**Ordinance repealing Ordinance Nos. 38-17 and 102-19, and reenacting certain provisions by amending the Administrative Code to update the Hotel Conversion Ordinance, including: adding or refining definitions of comparable unit, conversion, and low-income household; revising procedures for permits to convert residential units; harmonizing fees and penalty provisions with the Building Code; eliminating seasonal short-term rentals for residential hotels that have violated provisions of the Hotel Conversion Ordinance in the previous year; authorizing the Department of Building Inspection to issue administrative subpoenas; and affirming the Planning Department’s determination under the California Environmental Quality Act.**

The Building Inspection Commission met and held a public hearing on March 18, 2020 regarding File No. 200158 on the proposed amendment to the Administrative and Building Codes referenced above. The Commissioners voted unanimously to **recommend approval** of the proposed Ordinance.

President McCarthy	Yes	Vice-President Moss	Yes
Commissioner Clinch	Yes	Commissioner Jacobo	Yes
Commissioner Tam	Yes		
Commissioner Alexander-Tut	Yes		

Should you have any questions, please do not hesitate to call me at 558-6164.

Sincerely,

*Sonya Harris*

Sonya Harris  
Commission Secretary

cc: Patrick O'Riordan, Interim Director  
Mayor London N. Breed  
Supervisor Aaron Peskin  
Board of Supervisors