

**2013 Resolutions
Adopted
By
The SFPUC
Full Citizens'
Advisory
Committee**

Should the SFPUC publish a user-friendly flow chart describing the complete, end-to-end Water Permit Process and associated Fee Schedule required for construction or renovation of a building within CCSF?

CAC/Power—Stephen Bjorgan

February 5, 2013

Summary	Publish the complete, end-to-end Water Permit Process and the associated Fee Schedule and Forms required for construction or renovation of a building within CCSF.
Background	It is well known that construction and renovation of buildings in the CCSF presents a challenge to doing business. Transparency of the Permit Process and full disclosure of Fees are two opportunities which can help provide a better understanding of the building process.
Description of Action	Promote transparent government by passing this resolution to the SFPUC.
Result of Inaction	Continued difficulties navigating the Permit Process resulting in slower building completions and receipts.
Schedule	Ten days from resolution acceptance to make publicly available their processes and fees online; as a handout at DBI counter within 30 days.
Recommendation	The Power Subcommittee of the SFPUC CAC recommends that the full CAC adopt the attached resolution.
Attachments	SFPUC CAC Resolution

A RESOLUTION OF THE CITIZEN’S ADVISORY COMMITTEE OF THE SAN FRANCISCO PUBLIC UTILITIES COMMISSION RECOMMENDING THAT THE GENERAL MANAGER OF THE SFPUC PUBLISH AND UPDATE ANNUALLY THE COMPLETE WATER PERMIT PROCESS AND FEE SCHEDULE REQUIRED FOR CONSTRUCTION OR RENOVATION OF A BUILDING

WHEREAS, the mission of the Citizen’s Advisory Committee ("CAC") is to publicly discuss and make recommendations to the General Manager of the Public Utilities Commission (“Commission”) and the Board of Supervisors (“Board”); and

WHEREAS, one of the objectives of the Commission enumerated in the San Francisco Charter is to “Create opportunities for meaningful community participation...”; and

WHEREAS, the public at large desires a permit process that is transparent, justified, and efficient; and

WHEREAS, the CCSF can increase revenue by shortening permit lead times and increasing permit submissions and completions; and

WHEREAS, increasingly, multiple CCSF departments are introducing regulatory requirements and fees, thereby further complicating the permit process; and

WHEREAS, there currently exists no readily available documentation about the SFPUC’s service fees for new construction;

NOW, THEREFORE, BE IT RESOLVED, by the SFPUC Citizen’s Advisory Committee that the General Manager, within a reasonable timeframe from resolution acceptance and with annual updates thereafter, publish both online and on the Web, the complete, end-to-end Water process and fee schedule. This information shall be available both in paper handout form and readily available at the DBI for public review along with other departments’ fee schedules, and on the SFPUC Web site.

PASSED AND ADOPTED at a regular meeting of the CAC on [date], by the following vote: