

DEPARTMENT OF BUILDING INSPECTION

1660 Mission Street, San Francisco, CA 94103 (415) 558-6088 Information - (415) 558-6401 Fax www.sfgov.org/dbi

The Department of Building Inspection is charged with implementing and enforcing local, state, and federal regulations and controls that govern the design, construction, quality, use, occupancy, and location of buildings and structures within the City and County of San Francisco. A seven-member Building Inspection Commission governs the Department.

	OFFICE	FAX
DIRECTOR - 6TH FLOOR	558-6131	558-6225
CHIEF ADMINISTRATIVE OFFICER – 6TH FLOOR	575-6871	558-6225
DEPUTY DIRECTOR OF PERMIT SERVICES – 2ND FLOOR	558-6139	558-6436
DEPUTY DIRECTOR OF INSPECTION SERVICES – 3RD FLOOR	558-6142	558-6435
COMMUNICATIONS MANAGER – 6TH FLOOR	558-6250	558-6225
ADMINISTRATION AND FINANCE DIVISION (AFD) - 1650 Mission St., 3RD Floor	558-6323	558-6207
Provides support to the Department in the areas of fiscal management, purchasing, employee services, and related data collection. <i>Office Hours 8:00 a.m. – 5:00 p.m.</i>		
BUILDING INSPECTION DIVISION (BID) – 3RD Floor	558-6096	558-6261
Inspects buildings for compliance with building code requirements for building permits and responds to complaints on residential and commercial buildings. <i>Office Hours 7:30 a.m. – 5:00 p.m.</i> • <i>Building Inspectors' Office Hours - 7:30 a.m. to 8:30 a.m. and 3:00 p.m. to 4:00 p.m.</i>		
CENTRAL PERMIT BUREAU (CPB) – 1ST Floor	558-6070	558-6170
Issues building, plumbing and electrical permits; collects fees for processing applications for DBI and other City agencies. <i>Office Hours 8:00 a.m. – 5:00 p.m.</i> • <i>Last customer will be served at 4:30 p.m.</i>		
CODE ENFORCEMENT SECTION (CES) – 1650 Mission St., 3RD Floor	558-6454	558-6226
Responsible for abatement of code violation cases referred from the building, plumbing, and electrical divisions. <i>Office Hours 8:00 a.m. – 5:00 p.m.</i>		
COMMERCIAL PLAN CHECK DIVISION (CPC) – 2ND Floor	558-6129	558-6041
Screens, reviews, and approves commercial tenant improvement applications for compliance with building, and disabled access regulations. <i>Office Hours 8:00 a.m. – 5:00 p.m.</i> • <i>OTI Office Hours 8:00 a.m. – 12:00 Noon</i> • <i>Commercial Plan Check Counter Hours 8:00 a.m. – 4:00 p.m.</i>		
DISABLED ACCESS SECTION (DAS) – 3RD Floor	558-6014	558-6474
Responsible for the intake and resolution of all complaints filed by the public regarding disabled access citywide. <i>Office Hours 7:30 a.m. – 5:00 p.m.</i>		
ELECTRICAL INSPECTION DIVISION (EID) – 3RD Floor	558-6030	558-6397
Provides public safety by enforcing municipal and State regulations and codes relative to construction, alteration, and installation of electrical equipment and systems. <i>Office Hours 7:30 a.m. – 5:00 p.m.</i> • <i>Electrical Inspectors' Office Hours – 7:30 a.m. to 8:30 a.m. and 3:15 p.m. to 4:00 p.m.</i>		
HOUSING INSPECTION SERVICES (HIS) – 6TH Floor	558-6220	558-6249
Inspects buildings for code compliance in residential housing under building permits or as a result of complaints and inspects apartments and hotels. <i>Office Hours 8:00 a.m. – 5:00 p.m.</i> • <i>Housing Inspectors' Office Hours - 8:00a.m. to 9:00a.m. and 4:00p.m. to 5:00p.m.</i>		
LEAD ABATEMENT DIVISION (LAD) – 1650 Mission St., 3RD Floor	558-6598	558-6635
Responsible for environmental health and safety of DBI and applicable health and safety regulations and inspection of buildings for interior/exterior lead-based paint disturbance/removal. <i>Office Hours 8:00 a.m. – 5:00 p.m.</i>		
MAJOR PROJECTS/UMB'S DIVISION (MPC/UMB) – 2ND Floor	558-6101	558-6041
Reviews and approves new, major and UMB applications and plans for compliance with building, and disabled access regulations. <i>Office Hours 8:00 a.m. – 5:00 p.m.</i>		
MANAGEMENT INFORMATION SERVICES (MIS) - 1650 Mission Street, 3RD Floor	558-6400	558-6467
Provides automated data capture, data management, and report dissemination throughout the Department. <i>Office Hours 8:00 a.m. – 5:00 p.m.</i>		
MECHANICAL PLAN CHECK DIVISION (MECH) – 2ND Floor	558-6159	558-6041
Screens and reviews applications and plans for compliance with mechanical and energy codes and mechanical ventilation, life/safety smoke control systems, and related portions of building code. <i>Office Hours 8:00 a.m. – 5:00 p.m.</i>		
PERMIT COORDINATION DIVISION (PCD) – 1ST Floor	558-6649	558-6660
Provides parallel review for complex residential as well as commercial projects that require multi departmental review; and performs quality control screening of all permit applications that have gone through the plan review process and are ready for permit issuance. <i>Office Hours 8:00 a.m. – 5:00 p.m.</i>		
PERSONNEL PAYROLL DIVISION (PPD) – 6TH Floor	558-6343	558-6636
Provides support to the Department in the areas of personnel, payroll, and other related Human Resources activities. <i>Office Hours 7:30 a.m. – 5:00 p.m.</i>		
PLUMBING INSPECTION DIVISION (PID) – 3RD Floor	558-6054	558-6178
Provides public safety by enforcing municipal and State regulations and codes relative to construction, alteration, and installation of plumbing equipment and systems. <i>Office Hours 7:30 a.m. – 5:00 p.m.</i> • <i>Plumbing Inspectors' Office Hours - 7:30 a.m. to 8:00 a.m. and 3:00 p.m. to 4:00 p.m.</i>		
PUBLIC SERVICES DIVISION (PSD) – 1ST Floor	558-6130	558-6605
Serves as the first point of contact for the public, answers general questions; gives permit status and information. Management, processing, and updating of all microfilm services and residential records. <i>Office Hours 7:30 a.m. – 5:00 p.m.</i>		
RESIDENTIAL PLAN CHECK DIVISION (RPC) – 2ND Floor	558-6133	558-6041
Screens, reviews, and approves residential applications and plans for compliance with building, and disabled access regulations. <i>Office Hours 8:00 a.m. – 5:00 p.m.</i> • <i>Residential Plan Check Counter Hours 8:00 a.m. – 4:00 p.m.</i>		
STRUCTURAL SAFETY and EMERGENCY MANAGEMENT DIVISION (SSEM) – 2ND Floor	558-6099	558-6041
Responsible for on-going seismic engineering and emergency response programs including the Emergency Management Program and the Building Occupancy Resumption Program (BORP); act as a liaison with the Emergency Services and Homeland Security, and the San Francisco Fire Department. <i>Office Hours 8:00 a.m. – 5:00 p.m.</i>		
TECHNICAL SERVICES DIVISION (TSD) - 1650 Mission Street, 3RD Floor	558-6205	558-6688
Provides technical support for the Department in the areas of code development and information, and earthquake/emergency program. <i>Office Hours 8:00 a.m. – 5:00 p.m.</i>		

BOARDS AND COMMISSIONS

Building Inspection Commission (BIC), Ann Aherne, Commission Secretary	558-6164	558-6509
Abatement Appeals Board (AAB), Dept. Rep.	558-6142	558-6435
Access Appeals Commission (AAC), Neil Friedman, Dept. Rep.	558-6168	558-6474
Board of Examiners (BOE), Hanson Tom, Dept. Rep.	558-6157	558-6686
Code Advisory Committee (BCAC), Alan Tokugawa, Dept. Rep.	558-6004	558-6688
Unreinforced Masonry Buildings Appeals Board (UMB), Gary Ho, Dept. Rep.	558-6083	558-6041

1/17/2007



Department of Building Inspection
1660 Mission Street
San Francisco, CA 94103-2414



Want a DBI Pro to brief your community / organization on permits and inspection issues? Please contact us at 415-558-6089 or DBICommunityOutreach@sfgov.org and we will make it happen.



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BOILER INSPECTION PROGRAM



What You Should Know About

The Boiler Inspection Program



Department of Building Inspection
1660 Mission Street
San Francisco, CA 94103

General Information 415-558-6088
Code Questions 415-558-6084
Fax 415-558-6401
www.sfgov.org/dbi

May 2007



Boilers are combustible fuel or electrically fired heating devices. They are used to generate steam or hot water for use in heating systems for both residential and commercial applications.

There are currently many boilers registered in the Department of Building Inspection (DBI) — Plumbing Inspection Division (PID) database.

The Department of Building Inspection has a responsibility to protect the health and safety of the public. This can best be accomplished through a program of regulation and enforcement. Our goal is to register every low pressure boiler in San Francisco. An unsafe boiler may explode, causing loss of life or limb and/or severe property damage.

WHAT IS THE BOILER PROGRAM?

The Boiler Program is a means of insuring that low pressure boilers in San Francisco are safe to operate, through the Permit To Operate program.



WHAT IS A LOW PRESSURE BOILER?

A Low Pressure Hot Water Heating Boiler is a boiler furnishing hot water at pressures not exceeding 160 p.s.i. and at temperatures not exceeding 250°F.

A Low Pressure Steam-Heating Boiler is a boiler furnishing steam at pressures not exceeding 15 p.s.i. (U.M.C. - 214.0)

Domestic Hot-Water Boiler is a boiler having a volume exceeding 120 gallons (454 L) or a heat input exceeding 200,000 btu/h.



WHERE DOES THE AUTHORITY TO DO THIS COME FROM?

The Board of Supervisors passed Ordinances 163-93 and 163-94. Ordinance 163-93 empowers the Department of Building Inspection to register and maintain inspection records showing the status of the safety equipment on the boilers. Ordinance 163-94 establishes the means to collect fees to fund the program.



WHAT CODE EMPOWERS DBI TO REQUIRE THE PROPERTY OWNERS TO OBTAIN A BOILER OPERATING PERMIT?

The mandate to do this comes from the San Francisco Mechanical code, Section 1024-Operating permit, which states “It shall be unlawful to operate a boiler or pressure vessel without first obtaining a valid operating permit to do so from the Building Official.” Exception SFPC 1024.0



WHAT IS YOUR RESPONSIBILITY AS A PROPERTY OWNER?

You are responsible to maintain your boiler in safe operating condition. This means that all controls must be operating within the safety standards listed in the Uniform Mechanical Code. You must maintain a current, “Permit to Operate Boiler Certificate”. This is to be posted conspicuously near the boiler. Permits are required to be renewed annually.



HOW DO I OBTAIN A “PERMIT TO OPERATE BOILER?”

Certificates of Operation will be given to the contractor/inspector on those boilers determined, by them, to be within the established standards of safe operation.



WHO DOES THE INSPECTIONS?

The inspections are done by State Licensed C-4 Boiler, Hot Water Heating and Steam Fitting Contractors or Certified Inspectors from your building insurance company.



WHERE DO THE STANDARDS FOR THESE INSPECTIONS COME FROM?

The standards for these inspections are set forth in San Francisco Uniform Mechanical Code — Table 10-3 Controls and Limiting Devices for Automatic Boilers.



WHAT IS D.B.I.'S ROLE IN ALL OF THIS?

DBI is the keepers of the records. We process the information, store the data submitted on the inspection forms, and issue the “Permit to Operate Boiler” certificate. We also send renewal notices, Notices of Violations, and initiate the complaint process when necessary.



HOW DO WE FIND THESE BOILERS?

C-4 Contractors are a major source of old and new boiler locations. Housing Inspection notifies the boiler program when they find boilers with no permit to operate conspicuously posted in the boiler rooms. Winter time heating complaints are another way of finding boilers without permits.



WHAT DO WE DO WHEN A BUILDING OWNER CHOOSES NOT TO COMPLY WITH THE LAW?

When we find a building owner that chooses to ignore the ordinance, we have no alternative but to start the complaint process as set forth in the Building Code. Failure to comply with

the Boiler Maintenance and Registration Regulations will force the Plumbing Inspection Division to start code enforcement actions. Basically, this includes the issuance of a Notice of Violation, and the eventual referral of the case to the Code Enforcement Division for action. This entire process can be referenced in the Code Enforcement Brochure, which is available free of charge to the public at the Department of Building Inspection Offices at 1660 Mission Street, San Francisco, Ca.



IS A BACKFLOW PREVENTION DEVICE REQUIRED AT THE TIME OF INSPECTION?

Yes, a Backflow Prevention Device is required to be in place and certified at the time of the boiler inspection. This is mandated by Ordinance number 356-84.

Listings of Certified Backflow Testers is available at the following offices:

- Department of Building Inspection Plumbing Inspection Division (415) 558-6054
- Department of Public Health Environmental Health Offices (415) 252-3800
- San Francisco Water Quality Control (650) 872-5960

The Department of Building Inspection — Plumbing Inspection Division is looking forward to accomplishing the task of Low Pressure boilers Registration and Certification.

We feel that this is a worthwhile goal, because when it is achieved, we will have provided the residents of San Francisco, a safer, healthier environment in which to live and prosper.

We will greatly appreciate your cooperation in attaining this goal.