



**DEPARTMENT OF BUILDING INSPECTION**  
1660 Mission Street, San Francisco, CA 94103  
(415) 558-6088 Information - (415) 558-6401 Fax  
[www.sfgov.org/dbi](http://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.

	Phone	Fax
<b>JIM HUTCHINSON, ACTING DIRECTOR – 6<sup>TH</sup> FLOOR</b>	558-6131	558-6225
<b>AMY LEE, ASSISTANT DIRECTOR - 6<sup>TH</sup> FLOOR</b>	558-6250	558-6515
<b>KENNETH HARRINGTON, SPECIAL ASSISTANT TO THE DIRECTOR – 6<sup>TH</sup> FLOOR</b>	575-6893	558-6225
<b>JIM HUTCHINSON, DEPUTY DIRECTOR OF INSPECTION SERVICES – 3<sup>RD</sup> FLOOR</b>	558-6142	558-6435
<b>TOM HUI, ACTING DEPUTY DIRECTOR OF PERMIT SERVICES – 2<sup>ND</sup> FLOOR</b>	558-6139	558-6436
<b>ADMINISTRATION AND FINANCE DIVISION (AFD) - 1650 Mission St., 3<sup>RD</sup> Floor</b>		
<b>Diane Lim, Manager</b>	558-6323	558-6207
<i>Provides support to the Department in the areas of fiscal management, purchasing, employee services, and related data collection.</i>		
<b>BUILDING INSPECTION DIVISION (BID) - 3<sup>RD</sup> Floor</b>		
<b>Wing Lau, Chief Building Inspector</b>	558-6096	558-6261
<i>Inspects buildings for compliance with building code requirements for building permits and responds to complaints on residential and commercial buildings.</i>		
<b>Building Inspectors' Office Hours - 7:30a.m. to 8:30a.m. and 3:00p.m. to 4:00p.m.</b>		
<b>CENTRAL PERMIT BUREAU (CPB) - 1<sup>ST</sup> Floor</b>		
<b>Carolynn Tusch, Manager</b>	558-6070	558-6170
<i>Issues building, plumbing and electrical permits; collects fees for processing applications for DBI and other City agencies.</i>		
<b>CODE ENFORCEMENT SECTION (CES) -1650 Mission St., 3<sup>rd</sup> Floor</b>		
<b>Leo McFadden, Supervisor</b>	558-6454	558-6635
<i>Responsible for abatement of code violation cases referred from the building, plumbing, and electrical divisions.</i>		
<b>COMMERCIAL PLAN CHECK (CPC) - 2<sup>ND</sup> Floor</b>		
<b>William Wong</b>	558-6133	558-6041
<i>Screens, reviews, and approves commercial tenant improvement applications for compliance with building, and disabled access regulations.</i>		
<b>DISABLED ACCESS SECTION (DAS) - 3<sup>RD</sup> Floor</b>		
<b>Rafael Torres-Gil, Supervisor</b>	558-6014	558-6474
<i>Responsible for the intake and resolution of all complaints filed by the public regarding disabled access citywide.</i>		
<b>ELECTRICAL INSPECTION DIVISION (EID) - 3<sup>RD</sup> Floor</b>		
<b>Michael Hennessy, Chief Electrical Inspector</b>	558-6030	558-6397
<i>Provides public safety by enforcing municipal and State regulations and codes relative to construction, alteration, and installation of electrical equipment and systems.</i>		
<b>Electrical Inspectors' Office Hours - 7:30a.m. to 8:30a.m. and 3:15p.m. to 4:00p.m.</b>		
<b>HOUSING INSPECTION SERVICES (HIS) - 6<sup>TH</sup> Floor</b>		
<b>Rosemary Bosque, Chief Housing Inspector</b>	558-6220	558-6249
<i>Inspects buildings for code compliance in residential housing under building permits or as a result of complaints and inspects apartments and hotels.</i>		
<b>Housing Inspectors' Office Hours - 8:00a.m. to 9:00a.m. and 4:00p.m. to 5:00p.m.</b>		



**LEAD ABATEMENT SECTION (LAS) - 1650 Mission St., 3<sup>rd</sup> Floor****Louise Kimbell, Supervisor***Responsible for environmental health and safety of DBI and applicable health and safety regulations and inspection of buildings for lead paint-exterior work practices. Provides a mentor/intern employment program for DBI.*

558-6598 558-6635

**MAJOR PROJECTS/UMB'S - 2<sup>ND</sup> Floor****Yan Yan Chew, Manager***Reviews applications and plans for compliance with building, and disabled access regulations.*

558-6133 558-6041

**MANAGEMENT INFORMATION SYSTEMS (MIS) - 1650 Mission Street, 3<sup>rd</sup> Floor****Sue Medsger, Manager***Provides automated data capture, data management, and report dissemination throughout the Department.*

558-6400 558-6467

**MECHANICAL PLAN CHECK (MECH) - 2<sup>ND</sup> Floor****Robert Wong, Manager***Screens, and reviews applications and plans for compliance with mechanical and energy codes.*

558-6133 558-6041

**PERMIT COORDINATION (PCD) - 1<sup>ST</sup> Floor****Augustine Fallay, Acting Manager***Provides parallel review and screening for complex residential as well as commercial projects that require multi-departmental review.*

558-6649 558-6660

**PERSONNEL PAYROLL DIVISION (PPD) - 1650 Mission St., 3<sup>RD</sup> Floor***Provides support to the Department in the areas of personnel, payroll, and other related Human Resources activities.*

558-6343 558-6636

**PLUMBING INSPECTION DIVISION (PID) - 3<sup>RD</sup> Floor****Dennis King, Chief Plumbing Inspector***Provides public safety by enforcing municipal and State regulations and codes relative to construction, alteration, and installation of plumbing equipment and systems.***Plumbing Inspectors' Office Hours - 7:30a.m. to 8:30a.m. and 3:00p.m. to 4:00p.m.**

558-6054 558-6178

**PUBLIC SERVICES DIVISION (PSD) - 1<sup>ST</sup> Floor****Patty Herrera, Manager***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.*

558-6130 558-6605

**RESIDENTIAL PLAN CHECK (RPC) - 2<sup>ND</sup> Floor****Vacant***Screens, reviews, and approves residential applications and plans for compliance with building, and disabled access regulations.*

558-6133 558-6041

**TECHNICAL SERVICES DIVISION (TSD) - 1650 Mission Street, 3<sup>RD</sup> Floor****Laurence Kornfield, Chief Building Inspector***Provides technical support for the Department in the areas of code development and information, and earthquake/emergency program.*

558-6205 558-6688

**BOARDS AND COMMISSIONS**

Abatement Appeals Board (AAB), Jim Hutchinson, Dept. Representative

558-6142 558-6435

Access Appeals Commission (AAC), Rafael Torres-Gil, Dept. Representative

558-6014 558-6474

Board of Examiners (BOE), Wing Lau, Dept. Representative

558-6135 558-6261

Code Advisory Committee (BCAC), Alan Tokugawa, Dept. Representative

558-6004 558-6688

Unreinforced Masonry Buildings Appeals Board (UMB), Gary Ho, Dept. Representative

558-6083 558-6041