FILE NO. 021067

ORDINANCE NO. 180-02

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[Street Space Occupancy.]

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Ordinance amending Public Works Code Sections 724 through 724.9 concerning street space occupancy permits to modify the fee collection structure, provide for fee

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24 25 refunds, assess right-of-way occupancy costs, establish minimum notice requirements, and impose other related procedures; amending Traffic Code Section 33.1A to replace existing provisions concerning special parking restrictions with a requirement that the Department of Parking and Traffic and Department of Public Works coordinate jurisdictional activities over street space occupancy permits. Note: Additions are *single-underline* italics Times New Roman: deletions are *strikethrough italics Times New Roman*.

> Board amendment additions are double underlined. Board amendment deletions are strikethrough normal.

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

Section 1. The San Francisco Public Works Code is hereby amended by amending Sections 724-724.9, to read as follows:

SEC. 724. TEMPORARY OCCUPANCY OF STREET - PERMITS REQUIRED.

- Street Space Occupancy Permit. A permit will be required for occupying any (a) part of the street or sidewalk for building *construction* operations or for any other purpose, and shall be granted only to the owner or lessee of the premises fronting thereon or his or her authorized agent.
- (1)Material and equipment shall not occupy more than 1/3 of the roadway the designated parking lane width and not more than 1/2 of the official sidewalk width along the boundary of the fronting property unless permission is granted pursuant to Sections 724.7 and 724.8 for temporary occupancy of additional street space. For purposes of this

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Subsection, material and equipment shall mean only construction material used at the site, construction equipment, vehicles bearing the logo or other identifying information so that the City could verify that it belongs to the contractor or a subcontractor working at the site and refuse containers for construction debris. For purposes of Section 724.1(b), material and equipment also shall include any material or equipment related to the proposed use. For purposes of this Subsection, parking lane width shall not exceed eight feet in width, and if such lane also is designated as a commute lane, such lane may not be occupied unless permission is granted pursuant to Sections 724.7 and 724.8 for temporary occupancy of additional street space.

- to accommodate pedestrian path of travel requirements. A minimum clearance of four feet, six inches must be maintained at all times between the materials and equipment and the outer rail of any railroad track. In addition, a minimum clearance of four feet must be maintained at all times to accommodate pedestrian path of travel requirements. Clearance of materials from fire hydrants, fire alarm boxes and value covers shall be as required by the Fire Department. Clearance of materials from traffic signal controllers and pull boxes shall be as required by the Department of Public Works.
- (3) All sand, dirt or other materials shall be prevented from being blown or moved to other parts of the street, or from interfering with other property use. The gutters shall not be obstructed.
- (4) Lights-and, barriers, barricades, signs, cones, and other devices for pedestrian and traffic safety, and other requirements shall be provided as required by the set forth in Department of Public Works or regulations. The permit shall specify the allotted time of occupancy, but such time shall terminate immediately upon the completion of the building operations or other work for which the permit is issued or at such time prior thereto.

per 20 linear feet, or fraction thereof, occupied as measured parallel with the face of curb. In addition

to the fee, the permit applicant shall pay a public right-of-way occupancy assessment of \$29.55, per

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month, per 20 linear feet, or fraction thereof, occupied as measured parallel with the face of curb. For purposes of calculating fees and assessment costs, the Department shall use one-month increments even though the permittee may occupy for less than a one-month term.

- (b) For temporary <u>street space</u> occupancy for any purpose other than a building <u>construction</u> operation, the fee shall be \$30_\$50 per day with no assessment cost. <u>Unless</u> <u>specified otherwise</u>, <u>such occupation is subject to all provisions of Sections 724 et seq.</u>
- (c) Nonprofit organizations with tax exempt status under the Internal Revenue Code shall be exempt from payment of the fee where the street occupancy is necessary for the development of low and moderate income housing as defined by the United States Department of Housing and Urban Development.
- (d) Refund. If a permittee elects to relinquish all or a portion of the occupied street space prior to termination of the permit, the permittee may seek a refund of fees and occupancy assessment from the Department. There shall be no fee charged for a refund request. Refunds shall be issued based only on one-month increments.
- (e) Fee and Assessment Review. Beginning with fiscal year 2003-2004, the permit fee and street occupancy assessment set forth in this Section may be adjusted each year, without further action by the Board of Supervisors, to reflect changes in the relevant Consumer Price Index, as determined by the Controller. No later than April 15th of each year, the Director shall submit its current fee and occupancy assessment schedule to the Controller, who shall apply the price index adjustment to produce a new fee schedule and occupancy assessment for the following year. No later than May 15th of each year, the Controller shall file a report with the Board of Supervisors reporting the new fee schedule and occupancy assessment and certifying that: (a) the permit fees produce sufficient revenue to support the costs of providing the services for which the permit fee is assessed, and (b) the permit fees do not produce revenue which is significantly more than the costs of providing

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the services for which each permit fee is assessed. Notwithstanding the above, the Board of Supervisors, in its discretion, may modify the street occupancy assessment at any time.

inspection of a street space occupancy is or will be unusually costly to the Department, the Director, in his or her discretion, may require an applicant or permittee to pay any sum in excess of the amounts charged above. This additional sum shall be sufficient to recover actual costs incurred by the Department and shall be charged on a time and materials basis. The Director also may charge for any time and materials costs incurred by other agencies, boards, commissions, or departments of the City in connection with the administration or inspection of the street space occupancy. Whenever additional fees are charged, the Director, upon request of the applicant or permittee, shall provide in writing the basis for the additional fees and an estimate of the additional fees.

SEC. 724.2. TEMPORARY OCCUPANCY OF STREET-PERMITTEE TO REPAIR DEFECTS.

The permittee shall be required, forthwith upon issuance of the permit, and the permittee, by acceptance of the permit, agrees to repair or cause the repair of all defects in, and to keep in repair, that part of the roadway public right-of-way and associated public infrastructure, including, but not limited to streets signs and parking meters, for which said permit is issued and in all parts of the sidewalk fronting on the premises owned by or leased to the permittee or his principal, which may be or become a hazard to any member of the public lawfully using the same during the time for which said permit shall be issued or upon termination or expiration of said permit. The permittee assumes this responsibility regardless of the cause of said defects and whether said defects existed prior to the issuance of the permit or develop while said permit is in effect. It shall be presumed that all defects were caused by the permittee unless the permittee can demonstrate otherwise to the satisfaction of the Director.

SEC. 724.3. DEPOSIT REQUIRED. PLACARDS AND SIGNS.

of area occupied shall be required as a guaranty that the permittee will remove all dirt, debris, materials and equipment from the street in the allotted time and restore the pavement or sidewalk to an acceptable condition. The Department of Public Works shall determine the amount of the cash deposit based upon the condition of existing facilities and the potential damage thereto. If not so removed and restored, the Director, after five days' notice in writing posted on the premises, may use as much of the guaranty money as is necessary for cleaning the street, removing materials and equipment, and restoring the pavement. For continuous building operations, a security bond, approved as to form by the City Attorney, may be accepted in lien of a cash deposit to guarantee that the work herein described will be faithfully executed. The permittee shall deposit additional funds as required to maintain the deposit in the above specified amount.

A refundable cash deposit of a minimum of \$10 per linear foot of the sidewalk frontage

occupancy permit. The placard shall be mounted on the exterior of the fronting property, or where the site is vacant or it is impractical to mount the placard on the fronting property, the permittee may attach the placard on a post, pole, wall, or other object. A permittee shall mount the placard in a location where members of the public can easily read the required information but cannot tamper with the placard. The permittee shall mount the placard 72 hours in advance of the occupancy authorized in the permit, shall keep the placard posted for the entire term of the permit, and shall remove the it immediately upon termination of the permit. All information contained on the placard shall be legible. The placard shall contain the following information: name of the permittee, a telephone number where the permittee can be reached during the hours of the permit, the duration of the permit including start and stop dates and hours of use, a geographic description of the street space occupied under the permit, the permit number, and the Department's street space hotline telephone number. The Department shall provide a placard to each permittee. It shall be the responsibility of the permittee to insert the required information, mount the placard, and ensure proper maintenance of the placard. If

any required information on a placard must be modified, the permittee shall obtain a new placard rather than change the information on the existing placard.

- (b) Signs. Signs containing the same information as required for placards shall be posted every 20 linear feet of occupied space with at least one sign at each end of the occupied space. The permittee shall post signs 72 hours in advance of the occupancy authorized in the permit and remove such signs upon the termination of the permit. A permittee must maintain signs during the entire term of occupancy and during the hours specified in the permit. If any information required on a sign must be modified, the permittee shall install new signs rather than change the information on the existing sign. If signs are removed, modified, or altered in any way, it shall be the permittee's responsibility to install new signs containing the required information.
- (c) Good neighbor policy. Notwithstanding the above, if a permittee does not require use of the permit area for all hours covered by the permit, the permittee, at his or her option, may shall allow members of the public to park vehicles in legal parking spaces. Rules governing the good neighbor policy shall be developed pursuant to Section 724.4(b).
- SEC. 724.4. CONSTRUCTION AND DEMOLITION SITES; <u>PENALTY DEPARTMENTAL</u>

 <u>ORDERS AND REGULATIONS</u>.
- (a) All construction or demolition contractors shall be responsible for maintaining their work-sites in a reasonably clean and litter-free condition, including the removal of all refuse blown or deposited upon the site. The contractor shall provide a sufficient number of refuse receptacles or bulk containers for the disposal of loose debris, building material waste, and other refuse produced by those working on the site and shall maintain the site in such a manner as to prevent its dispersal by the wind or other elements. The sidewalks and streets shall be maintained in a clean manner and free from dirt or other materials produced by the demolition or construction. Any person who shall violate any of the provisions of

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this Section shall be guilty of an infraction and, upon conviction thereof, shall be punished by a fine of not less than \$25 nor more than \$500.

such orders, policies, regulations, rules, or standard plans and specifications as he or she deems necessary in order to preserve and maintain the public health, safety, welfare, and convenience. Such orders, policies, regulations, or rules may included, but are not limited to, permit application materials, placement of placards and signs, implementation of the good neighbor policy, site conditions, accessibility of sidewalks and streets. When such orders, policies, regulations or rules will affect the operations and enforcement of the Department of Parking and Traffic, the Director of the Department of Public Works shall consult with and provide an opportunity to comment to the Director of the Department of Parking and Traffic prior to adoption of such orders, policies, regulations, or rules.

SEC. 724.5. EXCEEDING PERMISSIBLE USE <u>OR OCCUPATION WITHOUT</u>

PERMISSION - PENALTY FEE AND CRIMINAL PENALTY.

exceeded the scope of the temporary street occupancy permit, either in terms of duration or area, or determines any other violation of the permit terms or conditions has occurred the Director of Public Works shall order the permittee to correct the violation within a specified time period. If any person has occupied public right-of-way without permission for purposes of building construction operation or for any other purpose, the Director shall immediately order the violator to vacate the occupied area. Should the violation not be corrected as ordered or in the case of occupation without a permit, the permittee or person shall pay a penalty fee of up to \$1,000 per day for each day of violation. Failure to pay any fee assessed under these provisions shall constitute good cause for immediate revocation of the temporary street occupancy permit or removal of unpermitted obstructions, and the project property shall be subject to a lien in the same amount

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in accordance with the requirements of Article XX of Chapter 10 of the San Francisco Administrative Code, commencing with Section 10.230.

(b) Criminal Penalty.

Any person who shall violate any of the provisions of this Section shall be guilty of an infraction at each location where such violation occurs. Every violation determined to be an infraction is punishable by (1) a fine not exceeding \$100 for the first violation within one year; (2) a fine not exceeding \$200 for a second violation within one year from the date of the first violation; (3) a fine not exceeding \$500 for the third and each additional violation within one year from the date of the first violation.

(2) When a government official authorized to enforce this Section has reasonable cause to believe that any person has committed an infraction in the official's presence that is a violation of this Section, the official may issue a citation to that person pursuant to California Penal Code, Part II, Title 3, Chapters 5, 5C, and 5D.

SEC. 724.6. UNPAID FEES AND FAILURE TO RESTORE PAVEMENT; WILFUL NONCOMPLIANCE.

The Central Permit Bureau shall not issue a Certificate of Final or Temporary Completion and Occupancy for any project for which temporary street occupancy applications. permit fees or penalty fees are outstanding, or for which any required pavement or sidewalk restoration has not been satisfactorily completed. In addition, a person who is in wilful noncompliance with this Section shall not apply for nor be issued a new street space occupancy permit unless the Director, by written authorization, grants a waiver to this prohibition. Wilful noncompliance shall include, without limitation, deliberate acts that result in failure to: (a) satisfy any requirements, terms, or conditions of this Section, or the orders, policies, regulations, rules, or standard plans and specifications of the Department or (b) pay any outstanding assessments, fees, penalties set forth in this Section that have been finally determined by the City or a court of competent jurisdiction.

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SEC. 724.7. TEMPORARY OCCUPANCY OF STREET-ADDITIONAL PERMIT REQUIRED.

- (a) Any person seeking to close off more than 1/3 of the roadway the designated parking lane width, as established in Section 724, and more than 1/2 of the official sidewalk width along the boundary of the fronting property must apply for an additional temporary street occupancy permit as provided for herein. No-A revocable permit for an additional temporary street occupancy permit for more than three months, as authorized by resolution of the Board of Supervisors, shall be issued shall not be issued unless an application therefor is made to the Director of Public Works, and a fee and a public right-of-way assessment cost, as set forth in Section 724.8, are paid in an amount to be established as hereinafter provided shall have been paid; provided, however, that the board of Supervisors Director may waive payment of the fee and assessment cost provided for herein if it he or she finds that a benefit will accrue to the public from the issuance of the permit. The content of applications shall be in accordance with the policies, rules and regulations of the Director of Public Works. All applications shall be on forms prescribed therefor and shall contain or be accompanied by all information required to assure the presentation of pertinent facts for proper consideration of the case. The application shall include both a reasonable estimate of the duration of construction, and an explanation of why an additional temporary street occupancy permit of the particular dimensions requested is necessary and shall be accompanied by a nonrefundable additional permit application fee in an amount determined by the Director but in any case not more than of \$500 \$353. Requests for extensions of the original term shall be treated as new applications except that the application fee shall *be* \$200.
- (b) No additional temporary street occupancy permit shall have a term of more than one year six months nor less than one month from the date of issuance. At the end of the original term or of any subsequent extension, the permittee may apply to the Director of

Public Works for an extension not to exceed one year six months in duration. The Director of
Public Works, in his or her discretion, may, for good reason shown, deny-approve, conditionally
approve, or disapprove the request for an extension. Said denial decision will be appealable to
the Board of <i>Supervisors <u>Appeals</u>.</i>

- (c) The Director of Public Works is hereby authorized to issue additional temporary street occupancy permits for periods of less than three months, and may grant a single three-month extension for the same. Applicants for additional street space shall make a written request for such permit no sooner than 30 days prior to initiation of the proposed occupation of additional street space.
- above, an additional street space permit may be obtained on a daily basis, but in no case shall such occupancy extend beyond a 2-week term. The fee for such daily permits shall be \$50 per day with no assessment cost. An applicant shall make a written request for such daily permit no sooner than 3 days prior to initiation of the proposed occupation of additional street space.
- (e) Unless otherwise specified, all All-provisions of Sections 724 et seq., 724.1, 724.2, 724.3, 724.5 and 724.6-shall be applicable to permits granted additional street space occupancy under this Section.
- (e) Any person applying for a permit under this Section shall also deposit with the Director of Public Works an amount sufficient to cover the costs of inspection as estimated by the Director, which sum shall be paid into the Special Engineering Inspection Fund.

SEC. 724.8. PERMIT FEES ASSESSMENT COSTS FOR ADDITIONAL STREET SPACE.

An additional permit fee-public right-of-way assessment cost, in an amount to be determined by order of the Director of Public Works, and based upon the square footage of the area occupied, shall be paid upon the issuance of such additional temporary street occupancy permit. The assessment cost shall be as follows: (a) for a building in Planning Code height district of 80 feet or less, the cost shall be \$4 per additional square foot of occupation per month and (b) for a

building in Planning Code height district of greater than 80 feet, the cost shall be \$10 per additional square foot of occupation per month. For purposes of calculating the assessment costs, the Department shall use one-month increments even though the permittee may occupy for less than a one-month term. For the purpose of calculating fees the assessment cost, requests for extensions of permits shall be treated as new applications.

SEC. 724.9. TEMPORARY OCCUPANCY OF STREET - PERMITTEE TO DEFEND AND INDEMNIFY CITY AND COUNTY.

(a) ____The permittee, or its successors or assigns in interest, by acceptance of the permit agrees to indemnify and hold the City and County of San Francisco and its officers, employees and agents harmless from and against any and all claims, demands, actions or causes for action which may be made against the City and County of San Francisco, or its officers, employees and agents for the recovery of damages for the injury to or death of any person or persons or for the damage to any property resulting directly or indirectly from the street occupancy authorized by this permit regardless of the negligence of the City and County of San Francisco-, defend, protect, and hold harmless the City, including, without limitation, each of its commissions, departments, officers, agents, and employees (hereinafter in this subsection collectively referred to as "San Francisco") from and against any and all actions, claims, costs, damages, demands, expenses, fines, injuries, judgments, liabilities, losses, penalties, or suits including, without limitation, attorneys' fees and costs (collectively, "claims") of any kind allegedly arising directly or indirectly from:

(1) Any act by, omission by, or negligence of the permittee, its contractors, subcontractors, or the officers, agents, or employees such entities, while engaged in the performance of the work authorized by the permit, or while in or about the property subject to the permit for any reason connected in any way whatsoever with the performance of the work authorized by the permit, or allegedly resulting directly or indirectly from the maintenance, installation, or storage of any materials, equipment, or structures authorized under the permit:

Francisco shall have a cause of action for indemnity against each permittee for any costs San

Francisco may be required to pay as a result of defending or satisfying any claims that arise from or in

connection with the permit, except only for claims resulting directly from the sole negligence or wilful

misconduct of San Francisco. Permittee agrees that the indemnification obligations assumed under the

permit shall survive expiration of the permit.

Section 2. The San Francisco Traffic Code is hereby amended by amending Section 33.1A, to read as follows:

SEC. 33.1A. VEHICULAR OR PEDESTRIAN TRAFFIC AND PARKING PROHIBITED OR

RESTRICTED IN CERTAIN CASES—RESIDENTIAL AND NEIGHBORHOOD COMMERCIAL

AREAS. COORDINATION OF CITY DEPARTMENTAL ACTIVITIES CONCERNING STREET

SPACE OCCUPANCY PERMITS.

The prohibition imposed by Section 33.1 shall not apply on any street in any area zoned for residential or neighborhood commercial uses when the construction work has not begun by 12:00 noon. Any permittee who begins work by 12:00 noon and where construction activity is not in continuous progress shall place barricades, signs, cones, or other device on the street where the parking is restricted as visible evidence that work has begun and to protect the construction area. In a case where the restricted parking is not entirely necessary for any day as originally posted, the permittee shall erect appropriate signs giving a minimum of 24 hours' notice of the revised and decreased hours of the temporary parking prohibition.

Signs posted pursuant to this Section shall include within the notice that the temporary parking prohibition is in effect pursuant to Section 33.1A, Residential Areas, of the San Francisco Traffic Code and shall include a contact person and telephone number for information regarding the reasons for the restrictions. The contact person shall be available to respond to inquiries during business hours.

The Department of Parking and Traffic and the Department of Public Works shall adopt memoranda of understanding or other similar documents that address how the departments will coordinate, manage, and enforce their respective jurisdictional mandates concerning street space occupancy permits issued pursuant to Sections 724 et seq. of the Public Works Code.

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

Ву:

JOHN D. MALAMUT Deputy City Attorney



City and County of San Francisco Tails

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

Ordinance

File Number:

021067

Date Passed:

Ordinance amending Public Works Code Sections 724 through 724.9 concerning street space occupancy permits to modify the fee collection structure, provide for fee refunds, assess right-of-way occupancy costs, establish minimum notice requirements, and impose other related procedures; amending Traffic Code Section 33.1A to replace existing provisions concerning special parking restrictions with a requirement that the Department of Parking and Traffic and Department of Public Works coordinate jurisdictional activities over street space occupancy permits.

August 12, 2002 Board of Supervisors — PASSED, ON FIRST READING

Ayes: 10 - Ammiano, Daly, Gonzalez, Hall, Leno, McGoldrick, Newsom, Peskin,

Sandoval, Yee

Absent: 1 - Maxwell

August 19, 2002 Board of Supervisors — FINALLY PASSED

Ayes: 11 - Ammiano, Daly, Gonzalez, Hall, Leno, Maxwell, McGoldrick,

Newsom, Peskin, Sandoval, Yee

File No. 021067

I hereby certify that the foregoing Ordinance was FINALLY PASSED on August 19, 2002 by the Board of Supervisors of the City and County of San Francisco.

Gloria L. Young Clerk of the Board

Mayor Willie L. Brown Jr.

AUG 29 2002

Date Approved