



Appeal Filing to the Board of Supervisors Temporary Use or Occupancy of Public Streets Appeal [Transportation Code, Section 6.2\(j\)](#)

Should the Director of Transportation decide to deny an application for Temporary Use or Occupancy of Public Streets after a properly filed appeal, such decision may then be appealed to the Board of Supervisors pursuant to [Transportation Code, Section 6.2\(j\)](#). In case of a conflict between these paragraphs and the Transportation Code, the Transportation Code provisions control.

Who May File An Appeal:

Any person may file an appeal of the Director of Transportation's decision denying an application for individuals seeking permission for the temporary use or occupancy of public streets within the City and County.

Filing Deadline:

The notice of appeal must be filed within 5 days of the Director of Transportation's disapproval.
[Transportation Code, Section 6.2\(j\)](#)

NOTE: If the 5th day falls on a Saturday, Sunday or holiday, the appeal may be filed before 5:00 p.m. on the next business day.

What to File:

The following shall be filed with the Clerk of the Board of Supervisors:

(1 original and 2 hard-copies)

- 1) The required Appeal Form (signed by the Appellant/Authorized Agent) may be obtained from the Office of the Clerk of the Board of Supervisors attached);
- 2) A copy of the Executive Director of the Transportation Authority's Decision (Signatures are required. Facsimile is not acceptable.);
- 3) Any documentation to be included as evidence to support your appeal; and
- 4) \$58 Appeal Fee, payable to the Clerk of the Board.

NOTE: Any materials will become public records, therefore, if any private information is included, Appellant is responsible for redacting such information prior to submission.

Where to File:

Clerk of the Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102



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Hearing Date:

Upon receipt, the Clerk shall set a time and place for hearing such appeal by the Board of Supervisors, which shall be at the Board's next regular meeting, provided that all applicable public notice requirements are satisfied.

Appeals are scheduled at 3:00 p.m.

No Committee hearing is held.

Decision:

The Board of Supervisors may overrule the decision of the Director of Transportation by a majority vote of all its members.

Next Steps:

Once the Appeal is determined ripe and timely, the Clerk will notify the appellant of the date, time, and place for the hearing before the Board of Supervisors.

Additionally, 11 days prior to the hearing, the appellant shall provide the names and addresses of the interested parties to be notified in label format.

Any additional documentation the appellant would like the Board members to consider must be delivered to the Clerk no later than eight days prior to the hearing.

Contact:

Office of the Clerk of the Board
(415) 554-5184