



SDAT STANDARD COMMENTS

Date: 12/3/2020

About the Street Design Advisory Team (SDAT)

The Street Design Advisory Team (SDAT) provides design review and guidance to private developments working within the City's public right-of-way. Changing the City's streetscape can be a complex process, as it involves coordinating the requirements, comments, and permitting needs of multiple city departments and agencies. The Planning Department convenes SDAT to facilitate and document this process, helping ensure efficient and collaborative inter-agency city review, a more transparent and effective process for project sponsors, and ultimately a better, safer, and more accessible public realm for all citizens and visitors. SDAT is composed of representatives from the San Francisco Planning Department (SF Planning), the San Francisco Fire Department (Fire), San Francisco Public Works (Public Works), the San Francisco Municipal Transportation Agency (SFMTA), and the San Francisco Public Utilities Commission (SFPUC). Staff from these agencies serving on SDAT are listed on all SDAT letters.

Plan Submittals Street Design Advisory Team (SDAT)

The Planning Department requires a project's proposed streetscape changes to be reviewed by SDAT early in the entitlement process to support CEQA and feasibility. SDAT reviews a project during a Preliminary Project Assessment (PPA) and the Project Application if it returns for a permit or entitlement. Planning Department staff summarize comments into a publicly available letter that often is included in a Plan Check Letter (PCL) forwarded by the project planner.

For all submittals:

Please include a **written statement in all SDAT submittals** clarifying that the following Standard SDAT Comments have been reviewed and that all plans are consistent with guidelines/standards enumerated in the "Standard SDAT Comments".

Under jurisdiction of San Francisco Municipal Transportations Agency (SFMTA)

1. On-Street Bike Rack Coordination

- Planning Code Sections 155.1, 155.4, and 155.5, dictate the number of required Class 1 (in-building) and Class 2 (on-street or sidewalk) bike racks required by the project. SFMTA has final authority on the type, placement

SDAT STANDARD COMMENTS

and number of Class 2 bicycle racks within the public ROW, and the SFMTA Bike Program coordinates the installation of on-street bicycle racks and ensures that proposed bicycle racks meet the SFMTA's bicycle parking guidelines. Bike racks must be placed in a manner that is consistent with the SF Better Streets Plan. Bike racks and bicycles at bike racks shall not protrude into the pedestrian throughway zone of sidewalks.

- If Class 2 racks are required, the project sponsor should contact the SFMTA Bike Program (bikeparking@sfmta.com) prior to issuance of first architectural addenda and submit a site plan showing proposed Class 2 bike rack design and locations. Depending on local site conditions and anticipated demand, SFMTA may request the project sponsor pay an in-lieu fee for Class 2 bike racks required by the Planning Code. Before contacting the SFMTA, please review the [Bike Rack Specifications](#) and [Sidewalk Bicycle Rack Placement Guidelines](#), which can be found on the SFMTA's website at: <https://www.sfmta.com/services/streets-sidewalks/installation-requests/bicycle-racks-corrals>

2. Loading

- All project sponsors should carefully consider and plan for loading needs. SDAT will work with the project sponsor to define the most viable places to locate on-street loading in the public-right-of-way and make recommendations for off-street loading. Sponsors with significant loading demand should submit plans that propose a detailed loading plan to accommodate this need with minimal impact on the streetscape. The establishment of color curbs for on-street passenger and commercial loading requires coordination with SFMTA. Please contact the SFMTA Color Curb Program (as of 11/3/2020: Manager, Paul Kniha - paul.kniha@sfmta.com and General Email - ccp@sfmta.com), for all issues related to the design and legislation of color curbs.

3. Vision Zero

- The City of San Francisco is committed to eliminating all traffic-related deaths by 2024, in part by focusing on the city's high-injury corridors. Projects should understand if they front a Vision Zero High-Injury corridor, site and streetscape design must prioritize street and sidewalk safety improvements, especially for more vulnerable users like people walking and riding bicycles. To help determine if your project is on a high-injury corridor, please review the safety report for your property's address at <https://sfplanninggis.org/TIM>

4. Transit First Policy and Citywide Transit Network [City Charter SEC. 8A.115].

- The City's Transit First Policy instructs all City Boards, Commissions, and Departments to support walking, biking, and transit. Development projects can support transit use by maximizing density, reducing or eliminating off-street parking, minimizing or eliminating driveway curb cuts, including transit-supportive land uses and pedestrian-friendly facades, and including safety and beautification improvements to the public realm. Project designs should be informed by adjacent transit routes or improvements. Planning Code Section 155 prohibits curb cuts on some transit routes. For information on both, please see the transit report for your property's address at <https://sfplanninggis.org/TIM>

5. Citywide Bicycle Network

- The San Francisco Bicycle Plan contains prioritized improvement projects for a safe, interconnected bicycle network that. Projects should understand if they front an existing or future bikeway, street improvements need to accommodate these amenities and support bicycling as an attractive alternative to private auto use. Projects should also be aware that Planning Code Section 155 prohibits curb cuts on some bike routes. For information on both, please see the pedestrian and bicycle report for your property's address at <https://sfplanninggis.org/TIM>

Under jurisdiction of San Francisco Public Works (PW)

6. Refuse Collection and Loading

- It is strongly recommended that all buildings include spaces for collecting and loading recycling and composting in common and private areas as regulated through local Building Code. Projects should provide a trash loading and removal strategy explaining how trash bins will be moved between the trash storage area and the street on pickup days. Per Public Works Order, property owners must store their receptacles out of sight from the public right of way, even when the receptacles are on their own private property
- Composting and recycling must be as or more convenient than waste disposal. Design and implementation assistance is available from the San Francisco Department of the Environment's Zero Waste Team by calling 415-355-3700 or visiting <https://sfenvironment.org/recycling-composting-faqs>.

7. Electrical Transformers

- If a new electrical power transformer is required by PG&E or the SFPUC to provide power to the building, the location of the transformers must be shown on the plans for review by SDAT and Public Works during the planning phase of the project prior to applying for a Building Permit and Public Works Permits. Public Works typically does not permit new transformer vaults in the public right-of-way. Existing transformer vaults may be allowed to remain but may need to be adjusted or replaced in order to meet the accessibility requirements noted below.
- Confirm all location and access requirements with PG&E or the SFPUC prior to submitting the final building designs to the Planning Department.
- New vaults within the sidewalk are a main cause for the loss of mature street trees. When designing electrical rooms, and vault locations all attempts must be made to preserve high value mature street trees.

8. Street Improvements (construction within the public right-of-way)

- Infrastructure improvements within the public right-of-way will require a Street Improvement Permit from SF Public Works Bureau of Street Use & Mapping (BSM) and Street Improvement Plans. Depending on the scope of work the Plans should include the following plan sheets: Civil (grading, layout, utility erosion control, etc.), Landscaping (planting, irrigation, etc.), Electrical (lighting, photometrics, conduit, etc.), Joint Trench (power, telephone, and communication approved by the respective utility companies). Additional permits may be required. Visit <http://www.sfpublishworks.org/services/permits> for additional information or call (628) 271-2000.
- All right of way improvements must be constructed to official grade and shall address potential drainage or flooding concerns. Finished floor elevations of the ground floor and open space areas shall be designed accordingly. Strong considerations shall be given to construct improvements in sea level rise vulnerability zones higher to accommodate sea level rise.

9. Modified Curb Lines (widened or narrowed sidewalk and corner bulbouts)

- To ensure that bulbouts are sweepable with standard City street sweeper equipment, standard bulbout curb returns shall conform to SF Public Works' Standard Plan for Curb Bulbs. See: <http://sfpublicworks.org/sites/default/files/87%2C175.pdf>
- Per guidelines established in the San Francisco Better Streets Plan, the tangent of the curb return on a corner bulbout should start a minimum of 5' beyond the property line.
- Modification of the curb line will require Sidewalk Legislation; contact BSM Mapping/Subdivision Section to initiate this process. It is strongly encouraged that a sidewalk legislation package is submitted at the time a Street Improvement Permit application is submitted since the permit will not be approved until the Sidewalk Legislation is approved, which can take a minimum of 6-12 months for approval.

SDAT STANDARD COMMENTS

- Widened sidewalks and bulbouts could require an overland flow/ hydraulic analysis to ensure the street's capacity for conveying stormwater is not compromised during storm events.

10. Accessibility

- New facilities and developments must provide accessible entrances, exits and new sidewalks that comply to the maximum extent technically feasible with the SF Public Works Code, SF Building Code, SF Public Works Bureau of Engineering Standard Plans and Specifications, the SF Better Streets Plan, and the Americans with Disabilities Act (ADA).
- In addition to the alteration requirements in the above listed statutes and regulations, alterations to existing facilities must provide entrance and sidewalk modifications in accordance with SF Board of Supervisors Ordinance 51-16 and SF Public Works Order 200405 Accessible Business Entrance Program Standard.
- The SF Public Works Accessible Business Entrance (ABE) standard and SF Public Works Order 185854 Accessible Street Crossing Standard with Curb Ramp requirements is available at <https://sfpublicworks.org/services/standards-specifications-and-plans>. Prior to setting finished floor and sidewalk elevations at entrances, please contact the Public Works Disability Access Section (as of 11/3/20: Rick Pearman (Rick.Pearman@sfdpw.org) to schedule a meeting with Disability Access Coordinator Section (DAC).

11. Encroachments into the Public Right-of-Way

- If new encroachments into the Public Right-of-Way are proposed, show them on the plans, and detail why they are beneficial, and whom they will benefit. Examples of encroachments include: steps, warped driveways with diverters/planters, level landings, fire department connections (FDC), out swinging doors, bollards, etc. For new building construction, the Building Code does not allow building encroachments unless a variance to the Building Code is allowed by the DBI. If a variance is approved, an Encroachment Permit will be required from BSM. Most encroachment permits require public notification and, depending on the encroachment an annual assessment fee may be applied.

12. Special (non-standard) projects in the public right-of-way (plazas, parks, shared streets, etc.)

- San Francisco encourages and celebrates great streets of the highest-quality design that create and showcase a world-class public realm and provide the foundation for great places for people. The City will only assume full maintenance responsibility, however, for streets that conform to Better Streets Plan standards and to an accepted standard design palette of limited street materials, as maintaining any number of different street materials and features is not within the City's capacity. The City's standard design palette is available for review, and sponsors are encouraged to utilize or and/or harmonize with materials in this standard design palette for new street projects. While many streets, like those in key downtown and commercial areas, or along key public or event spaces, may justify being designed to a high material design quality, for the majority of other streets which do not justify this design investment, the basic City-standard asphalt street and concrete sidewalks should be assumed to be used.
- Any modification of the public right-of-way that deviates from SF Public Works Standard Plans and Specifications may require a Major Encroachment Permit (MEP) from the BSM and subject to annual assessment. It is strongly encouraged that the plans for the MEP are complete and all application submittals are promptly submitted to BSM at the time of the Street Improvement Permit application is submitted because the MEP can take a minimum of 12-18 months and requires approval from the Board of Supervisors. For information on the Major Encroachment permitting process visit <http://www.sfpw.org/services/permits> or call (628) 271-2000.

SDAT STANDARD COMMENTS

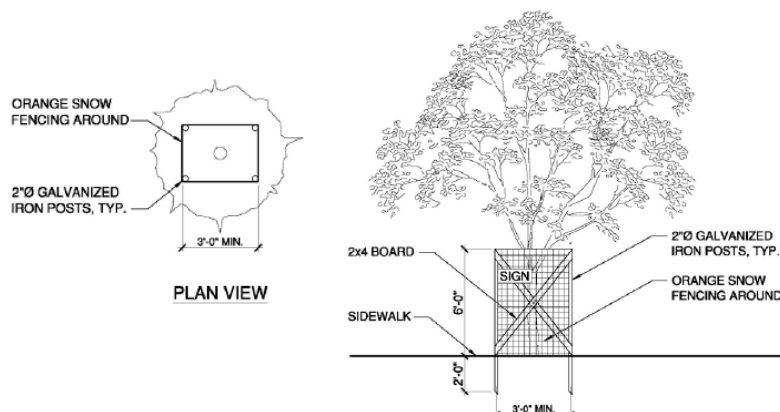
- Non-standards streets, especially those that would significantly change the profile of the street from what is existing, may need to undergo additional analyses to ensure their feasibility and maintainability. This could include overland flow/hydraulic analysis, streetlight review, accessibility review, or traffic analysis.

13. Street trees

- All landscaping, street trees, site furniture, and special paving should be consistent with guidelines in the Better Streets Plan (BSP). See www.sfbetterstreets.org and [Public Works Order No: 187246](#)
- Per section 138.1 of the Planning Code and section 806 (d) of the Public Works Code, most projects are required to install new street trees (1 tree per every 20' of frontage), as well as understory planting along all street frontages where feasible. Project will be required to pay an in-lieu-fee if the calculated required number of trees cannot be met.
- Any new trees planted in the public right-of-way will require a 3-year plant maintenance period prior to Public Works acceptance.
- Per SFMTA standards, trees are not allowed within 25 feet of the corner property line on approach, but trees can be placed up to 5ft from an intersection on exit.
- Per SFPUC standards, new trees shall not be placed within 3 feet of water facilities, including water mains and water service laterals. Sewer laterals must have 5 feet of clearance from the edge of sewer lateral to centerline of tree basin. See DPW Order No. 169,946 for landscaping guidelines.
- Any proposed new, removed, or relocated street trees and/or landscaping within the public sidewalk will require a permit from SF Public Works Bureau of Urban Forestry (BUF). Tree species should be selected from the "Recommended Plants List". See also SF Public Works Sidewalk Landscaping Guidelines: <http://sfpdpublicworks.org/services/permits/sidewalk-landscaping>. For more Information, please visit: <http://sfpdpublicworks.org/trees> or (628) 652-8733 (tree) or email urbanforestry@sfdpw.org. To apply for a permit: <http://sfpdpublicworks.org/services/permits/street-trees-planting>

14. Tree Protection

- Per Public Works Code Article 16 (Urban Forestry Ordinance) Section 808, SDAT requires existing trees to be protected. Any pruning required in order to prevent construction damage is the responsibility of the project. Any roots larger than 1" should not be cut without confirmation. The Bureau of Urban Forestry recommends projects retain a consulting arborist and document any tree protection measures that were taken throughout project. Please contact urbanforestry@sfdpw.org for additional details regarding tree protection.



SDAT STANDARD COMMENTS

15. Tree planting

- SDAT recommends the project review [Public Works Order No: 187246](#). Order 187256 outlines all tree planting guidelines. Please note that per Section 806 of Article 16, One tree shall be planted for every 20 feet of total linear frontage for the parcel, and any tree planting that is not feasible per Order No. 187246 will be mitigated with equivalent in-lieu fees per tree

16. Tree Removal

- Healthy trees must be considered for preservation during the design phase of a project. Where due diligence and good faith effort to preserve existing trees into design is not demonstrated, the tree removal application shall be denied. It is recommended that established trees be implemented into the design to avoid delays. Project architects should examine the site and street trees *before* design. Projects are advised to retain an arborist for the project from design through build. A detailed explanation which will be provided to the public must be provided if project cannot retain trees.
- All projects proposing tree removal, must submit a tree removal permit application no later than the site permit process. A tree removal permit application should be submitted as early in the planning process as possible, to avoid delays of BPA issuance.

Under jurisdiction of San Francisco Public Utilities Commission (SFPUC)

17. Bulb-Outs and Curb line Modifications

- Where the Project sponsor is proposing bulb-outs or other changes to the existing curb line, it must ensure that the SFPUC utility facilities remain entirely within the paved roadway and maintain minimum horizontal clearance to the curb line. At a minimum, existing utility facilities shall not have sidewalk built above them as part of any SDAT project and horizontal clearance of less than 4.5' between utility and curb shall be no longer than 130 linear feet.

18. Asset Protection

- Projects are required to comply with the SFPUC's [Asset Protection Standards](#) for the protection of the City's existing water and wastewater assets (see <http://www.sfwater.org/APS>). The Standards support streetscape innovation while enabling effective and reliable delivery of water and conveyance of stormwater and sewage and while preserving infrastructure functionality and accessibility during planned and emergency operations.

19. Water

- A hydraulic analysis will be required to confirm the adequacy of the water distribution system for proposed new potable, non-potable and fire water services. If the current distribution system pressures and flows are inadequate, the Project Sponsor will be responsible for any capital improvements required to meet the proposed project's water demands. To initiate this process, please contact the SFPUC Customer Service Bureau at 415-551-2900.
- The project sponsor will be required to design all applicable water facilities, including potable, fire-suppression, and non-potable water systems, to conform to the current SFPUC City Distribution Division (CDD) and San Francisco Fire Department (SFFD) standards and practices. These include, but are not limited to, the following:
 - a. SFPUC Water Enterprise City Distribution Division Standard Specifications for Installation of Ductile Iron Water Mains 16-inches and Smaller;
 - b. SFPUC Water Enterprise City Distribution Division Standard Plans;

SDAT STANDARD COMMENTS

- c. Rules and Regulations Governing Water Service to Customers;
 - d. SFPUC- CDD Design Criteria for Potable Water Systems;
 - e. Application for Water Supply and Responsibility of Applicants;
 - f. San Francisco Fire Code and Reliability;
 - g. California Waterworks Standards; California Code of Regulations Titles 17 and 22;
 - h. Auxiliary Water Supply System (AWSS) Distribution Piping.
- For questions please contact cddengineering@sfgwater.org

20. Street Lighting [Public Works Code Sec 941; Admin Code Chapters 25.1 & 25.6]

- Projects are required to submit proposed street lighting plans and photometric studies to the Public Works Bureau of Street Use and Mapping (BSM) prior to issuance of the Streetscape Permit. These plans are reviewed by the SFPUC Power Enterprise division. Plans must meet appropriate illumination levels per Illuminating Engineering Society (IES) RP-8. Streetlights should be oriented to protect night skies and use energy efficient luminaires.
- Please reference SFPUC's Streetlights Guidelines (<https://sfgwater.org/index.aspx?page=920>) for standard design and installation of streetlights including photometric requirements, SFPUC's [Streetlight Catalogue](#) for approved streetlight fixtures and poles, and Public Works' Standard Plans and Specifications for grade and separation requirements. Please note mixing City and PG&E streetlight jurisdiction is typically not permitted. Shared Public Ways or other forms of curbsless or otherwise non-standard streets that will not be accepted by Public Works for maintenance and liability shall be lit privately under a Major Encroachment Permit. For questions regarding street lighting or modifications to streetlight infrastructure (both City and PG&E-owned), please contact Streetlights@sfgwater.org

21. Wastewater, Storm Drainage, and Combined Sewer Conveyance

- A capacity analysis will be required to confirm the adequacy of the sewer system (combined sewer or separated sanitary and storm sewers) and the size of any service laterals. If the existing sewer system is inadequate to convey the proposed sewer flows, the Project sponsor will be responsible for capital improvements required to convey the proposed project's sewer flows. The analysis is performed by the Engineer of Record and submitted to the SFPUC Collection System Division for review and approval. To initiate this process, please contact SewerInspections@sfgwater.org.
- Any changes to street flow, such as relocation of catch basins, sidewalk widening and/or new bulbouts will require a street flow analysis. The analysis will require review and approval of the SFPUC Collection System Division and Public Works – Hydraulics.
- If the project plans to reuse the existing lower sewer laterals, the project must submit its request to the SFPUC Collection System Division for review and approval. The project must check for capacity and perform condition assessment of the lower lateral according to NASSCO LACP standards. The laterals must be televised by the Project sponsor. Resultant television inspection videos must be reviewed and approved by the SFPUC Collection System Division. The Engineer of Record shall provide a stamped statement certifying the existing lower sewer lateral is clear of defects and suitable for reuse with a remaining estimated life of 100 years. The statement should indicate original installation date, methodology, adequate slope, correct and consistent horizontal alignments, and demonstrate water tightness. The Project sponsor shall provide a written statement on its letterhead stating that the Project sponsor is aware it is reusing an existing sewer lateral that may have already exceeded its useful life. The reuse or replacement of laterals shall be at sole discretion of the SFPUC. (Applies to new buildings and buildings undergoing substantial changes in existing plumbing)

SDAT STANDARD COMMENTS

- The Project sponsor shall verify that the sewer lateral configurations to public sewers comply with SFPUC standards (<https://sfwater.org/index.aspx?page=1252>). The sewer lateral configurations will require approval by the SFPUC Collection Systems Division.
- The Project sponsor will be required to design all applicable sewer facilities to SFPUC standards, including but not limited to:
 - Public Works Standard Plans and Standard Specifications
 - SFPUC-Wastewater Enterprise Design Guidelines (Coming Soon)
- Newly created and/or replaced public ROW improvement projects may be required to comply with the Stormwater Management Requirements and Design Guidelines as outlined in [Chapter 7](#).