

City and County  
of San Francisco

# Shared Spaces

INFORMATIONAL PRESENTATION

San Francisco Municipal Transportation Agency  
Board of Directors Meeting May 4, 2021



# Topics

1. Shared Spaces Program Recap: Where, Why, How, and What
2. Policy Goals of Shared Spaces Legislation
3. SFMTA Board Actions & Summary
4. SFMTA Agency Regulations
5. Question and Discussion



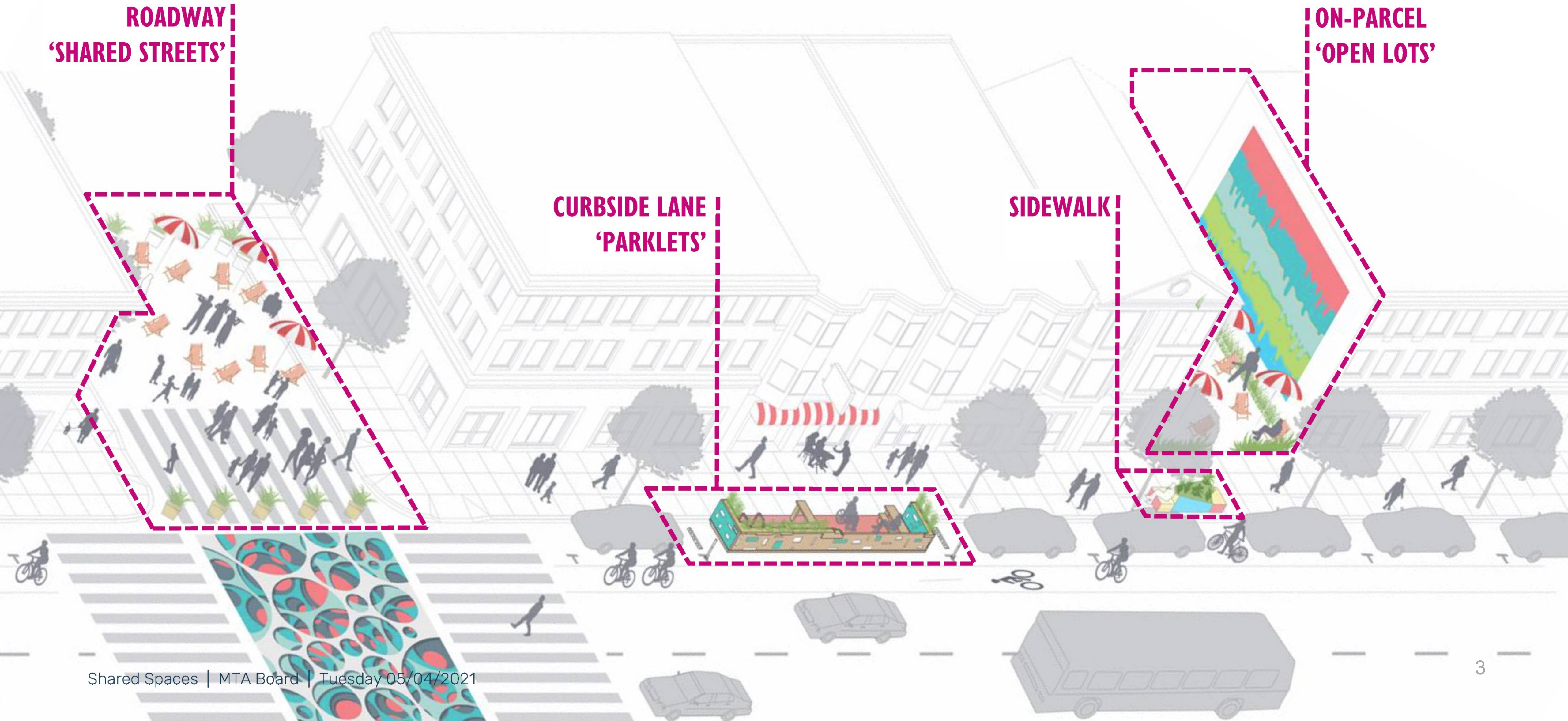
# Where are Shared Spaces?

**ROADWAY  
'SHARED STREETS'**

**ON-PARCEL  
'OPEN LOTS'**

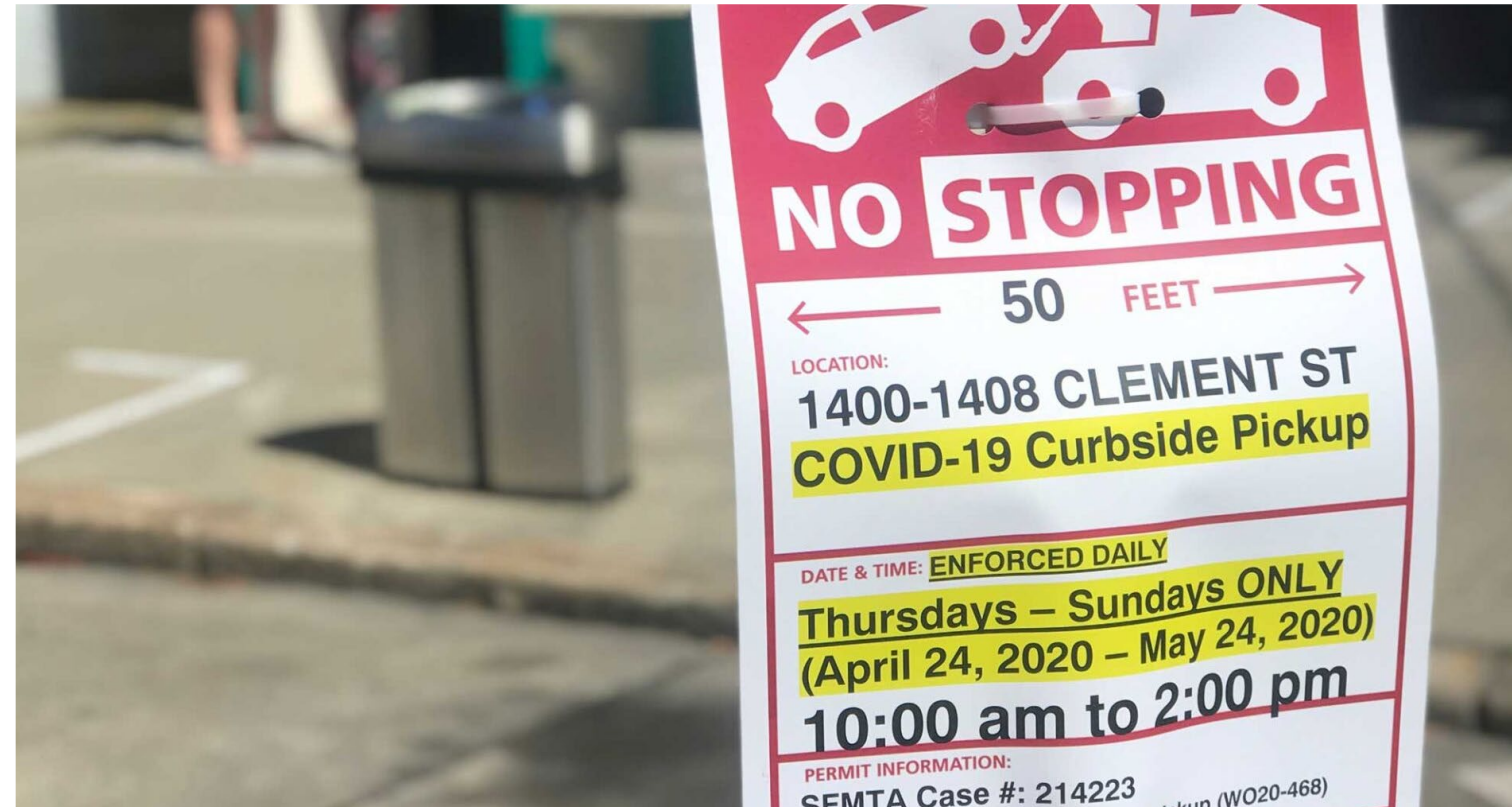
**CURBSIDE LANE  
'PARKLETS'**

**SIDEWALK**





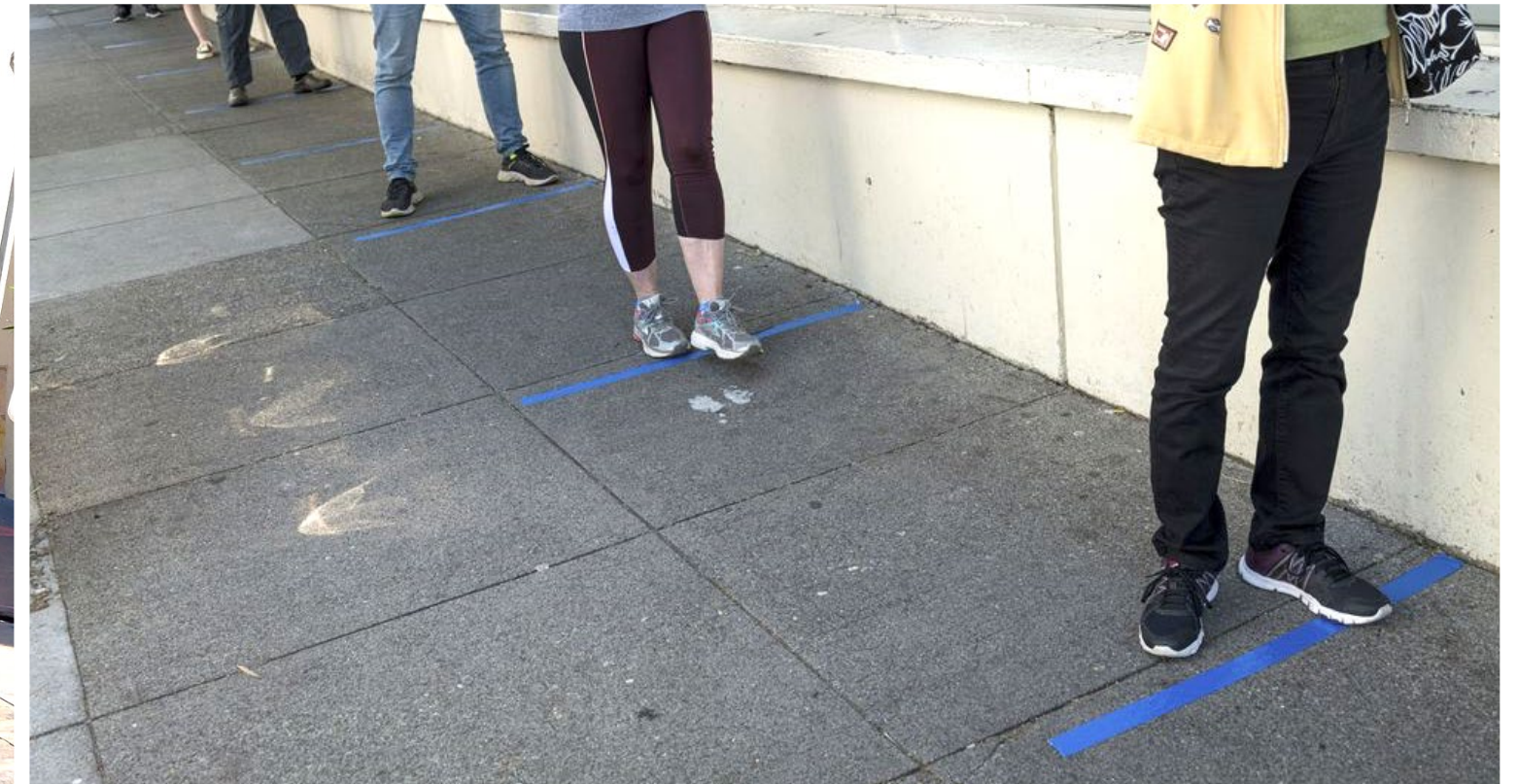
# How are Shared Spaces used?



Curbside Pickup



Outdoor Retail



Distanced Queuing



Personal Services



Outdoor Dining



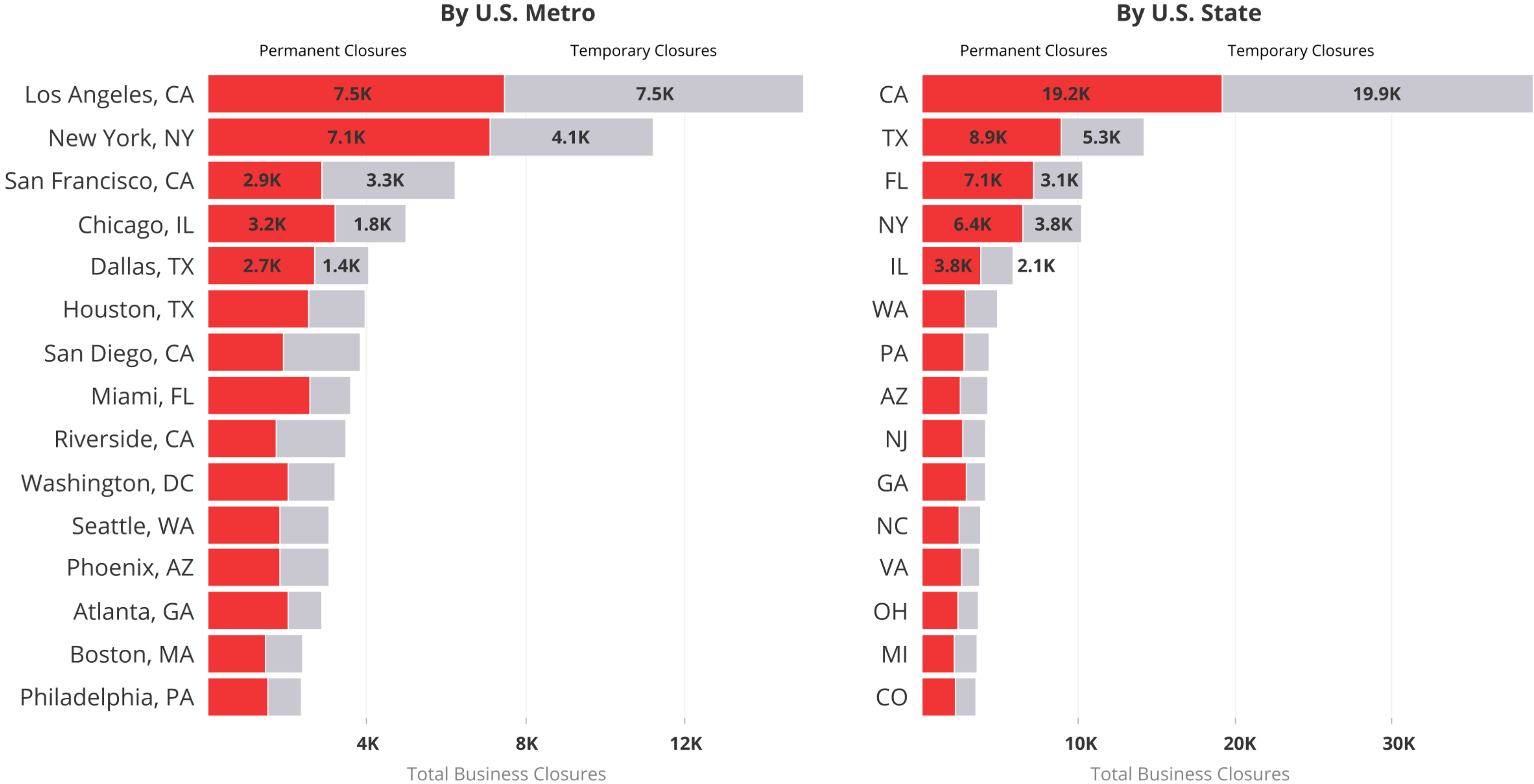
Entertainment



# Economic Context

## Where are the Most Businesses Closed?

Geographic areas with the largest number of business closures since March 1





# Timeline of Program Evolution

## CITY & REGIONAL CONTEXT

**2009**  
San Francisco Parklet Program kicks off

**02/25/20**  
San Francisco declares state of public health emergency

**03/04/20**  
State of California declares state of public health emergency

**03/15/20**  
Governor closes all bars, nightclubs, wineries, and brewpubs

**03/17/20 - 05/03/20**  
Shelter in Place Order takes effect in SF and five other bay area counties

**03/19/20**  
Statewide shelter in place order goes into effect

**04/17/20**  
Six bay area counties mandate face coverings

**04/24/20**  
Economic Recovery Task Force created by Mayor Breed and BOS President Yee

**04/28/20**  
Governor creates 4-stage 'Resilience Roadmap' for lifting restrictions

**05/18/20**  
California enters 'Resilience Roadmap' Stage 2

**05/26/20**  
California enters 'Resilience Roadmap' Stage 3

**06/12/20**  
San Francisco resumes outdoor dining

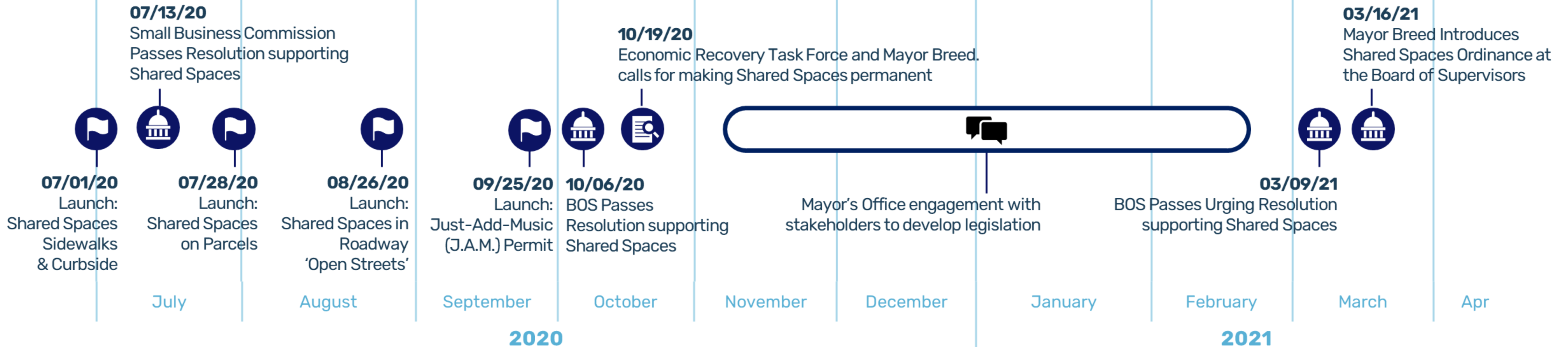
**08/31/20**  
California's Color-Coded System Initiated. SF in the Red Tier

**09/07/20**  
Personal Services Allowed Outdoors

**12/06/20 - 01/25/21**  
activities suspended in Bay Area counties under State's Regional Stay-At-Home Order

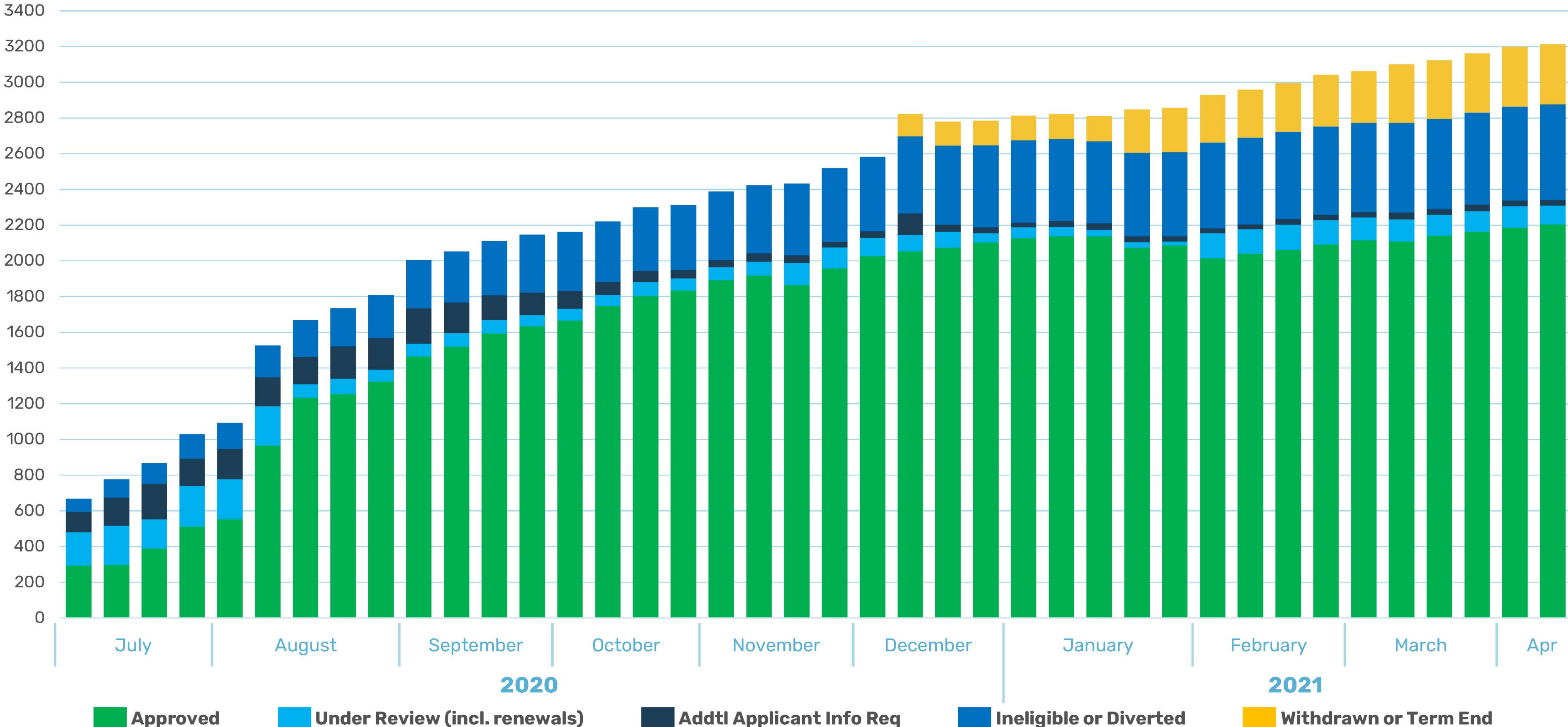
## SHARED SPACES PROGRAM

### COUNTY RISK LEVEL



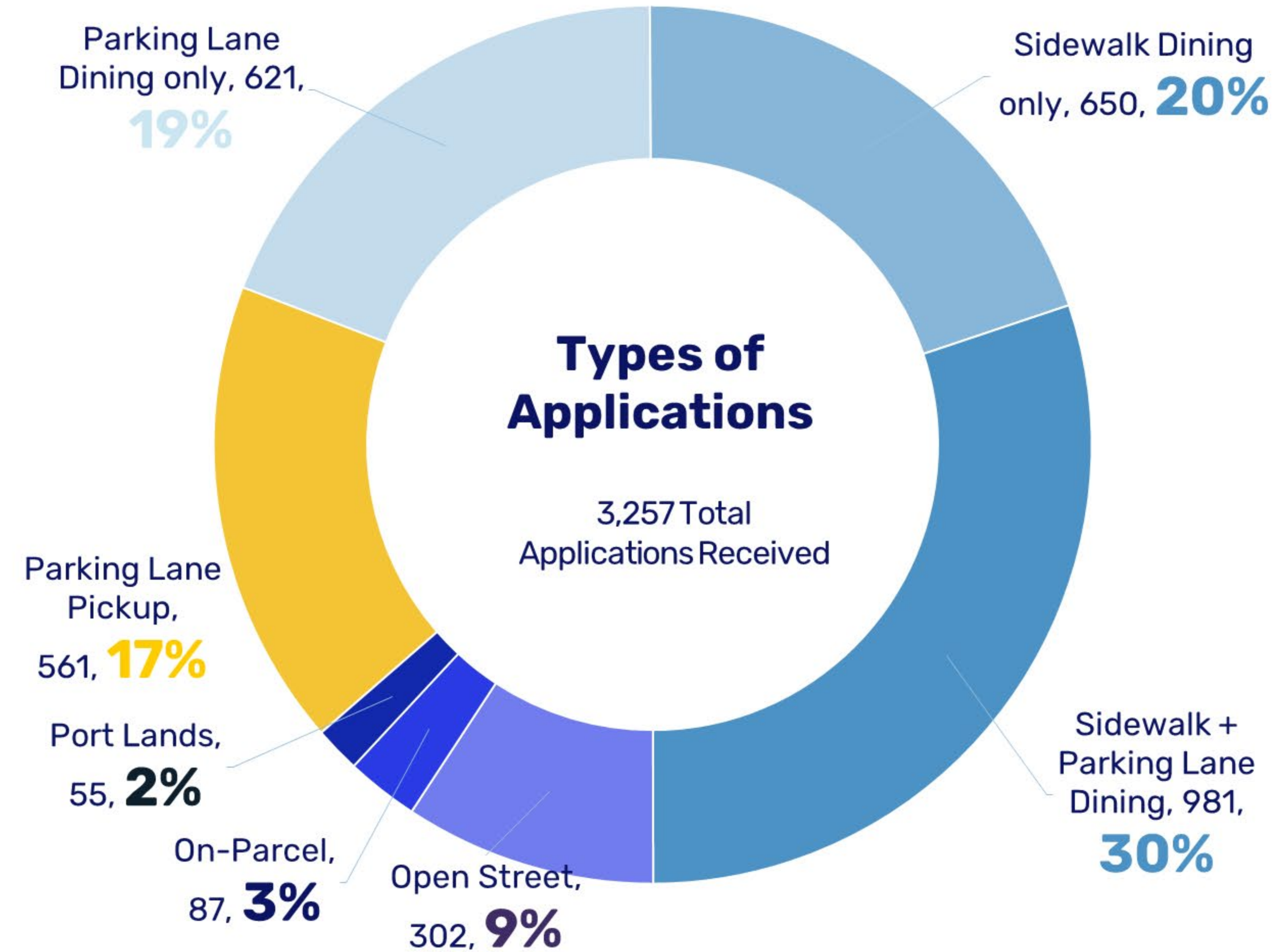
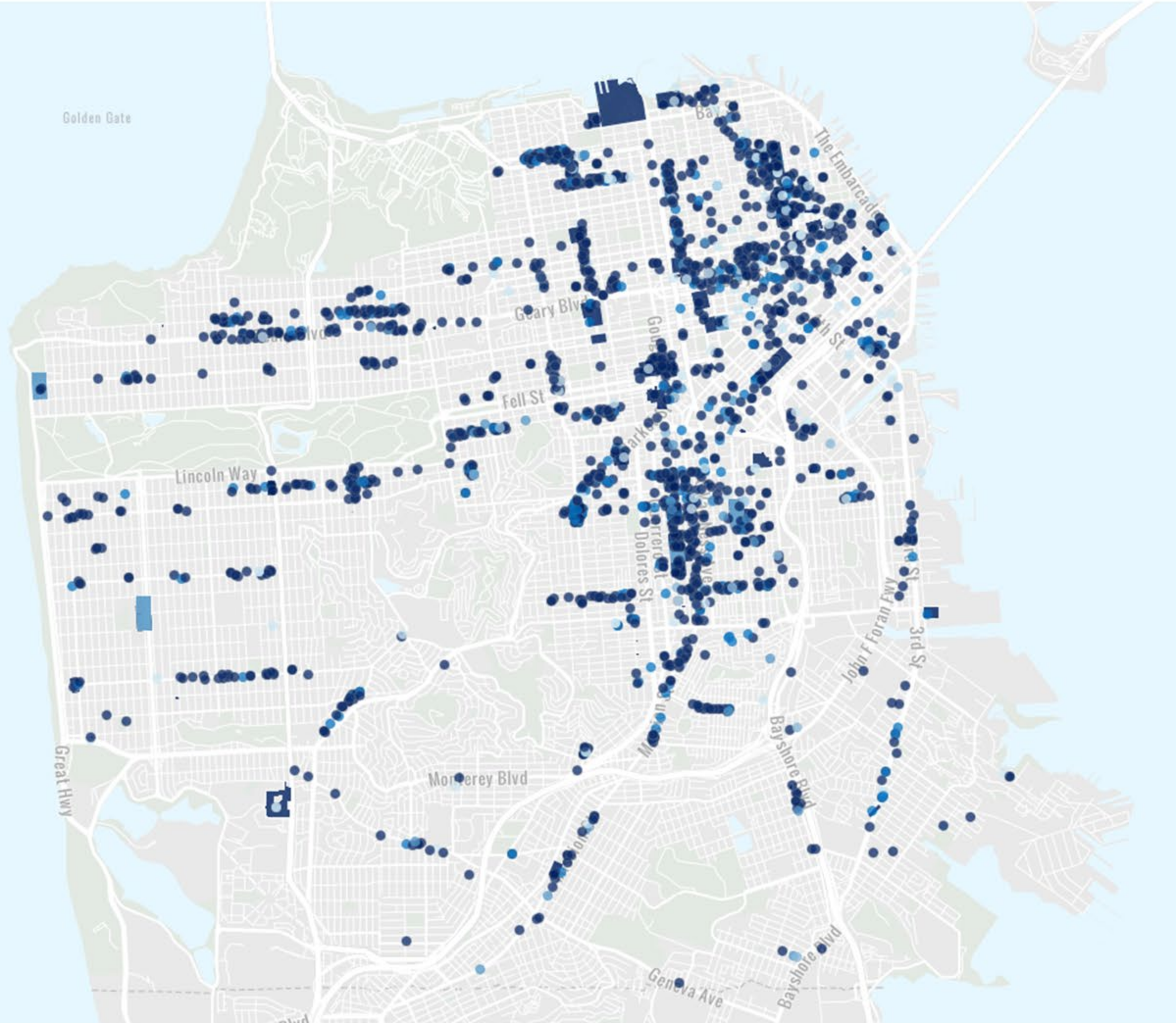


# Timeline of Program Growth by week





# Shared Spaces Program Statistics





# What are the benefits?



- A Shared Space Permit has a **positive benefit** for struggling small businesses.
- A sample of over 100 restaurants with an active permit for the entire first quarter of the program (July to September 2020) **generated an additional \$82k in taxable sales**, compared to other comparable restaurants without Shared Spaces. The second quarter of the program had hundreds more active permits, salvaging even more in taxable sales.
- Shared Spaces permits are a **benefit in all neighborhoods**, even those commercial districts that were doing less well than others before the pandemic.



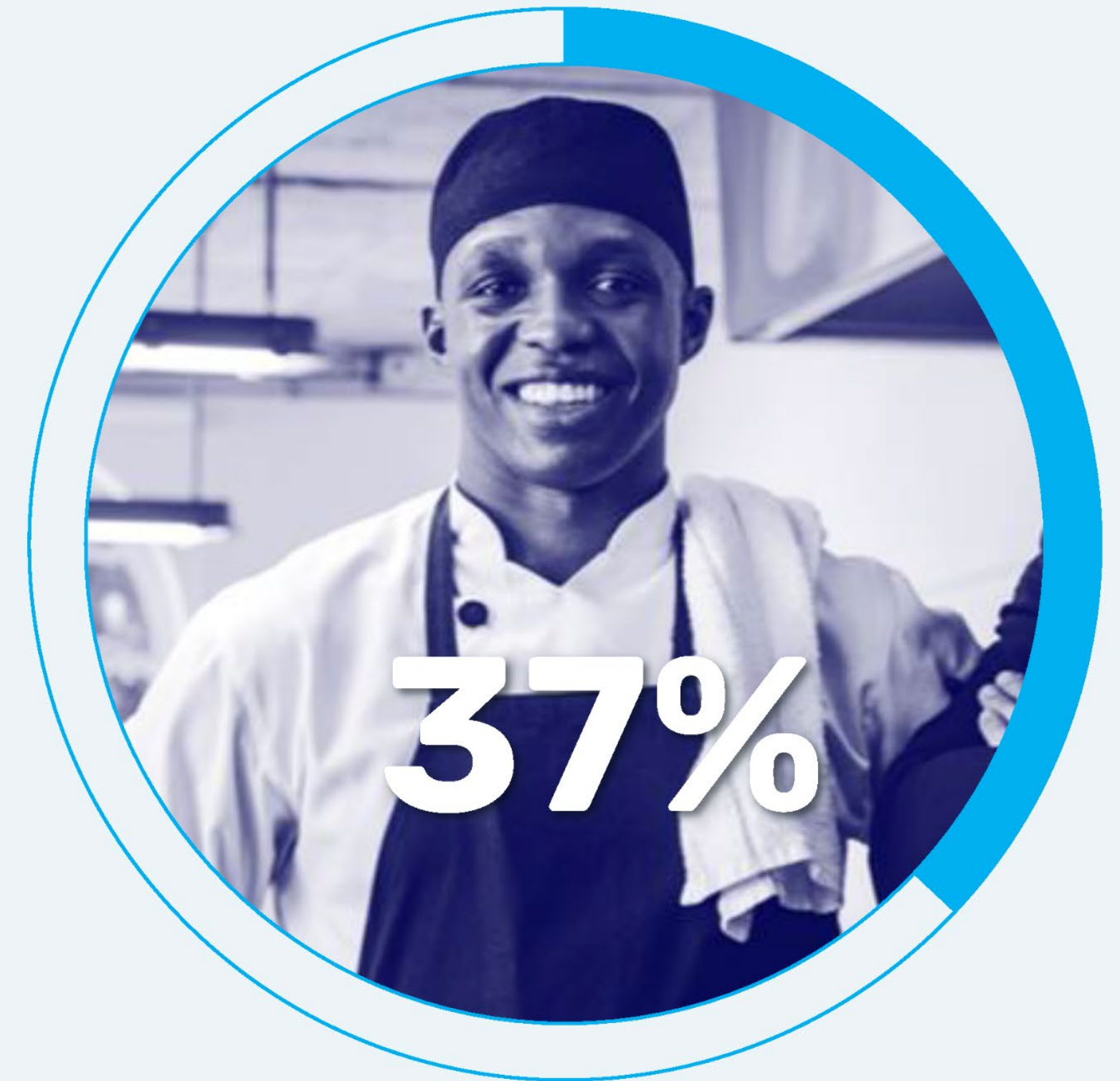
# Who are Shared Spaces Small Businesses?



WOMEN-OWNED



IMMIGRANT-OWNED



'MINORITY-OWNED'



# What do Shared Spaces operators want for the future?



*"The Shared Spaces Program is enabling me to avoid permanent closure..."*



**6%**  
Strongly Disagree or N/A

**14%**  
Disagree

**39%**  
Agree

**41%**  
Strongly Agree

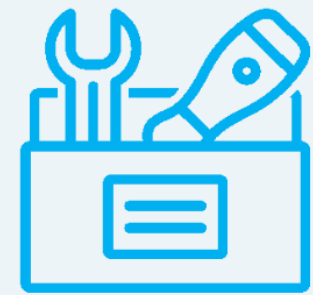


# Shared Spaces into the Future: Drivers

- Continued Economic Recovery (Policy Goal 3): Critical to the City's crisis response strategy, and ongoing recovery strategy, for stabilizing the locally-owned small business sector in San Francisco.
- Contributing to overall social and psychological wellbeing during and after the COVID-19 pandemic.
- Alignment with the City's existing walk-first goals.
- Widespread adoption in locally-owned small business sector.



# Shared Spaces Ordinance: Policy Goals



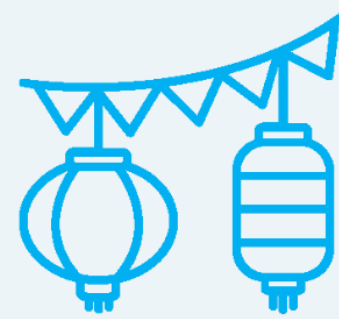
**1.**  
**Simplify the  
City's Toolbox**



**2.**  
**Prioritize Equity  
& Inclusion**



**3.**  
**Phase Implementation  
with Economic  
Conditions**



**4.**  
**Encourage Arts,  
Culture, &  
Entertainment**



**5.**  
**Balance Curbside  
Functions**



**6.**  
**Maintain  
Public Access**



**7.**  
**Efficient Permit  
Review & Approval**



**8.**  
**Clear Public  
Input Procedures**



**9.**  
**Coordinated  
Enforcement**



# 7.2 Permit Issuance and Administration: In the Future

	Principal Reviewer & Coordinator	Other Reviewers	Issuance, Administration, & 1 <sup>st</sup> Permit Fee Collection	Coordinate Enforcement & Compliance
<b>Sidewalk</b>	Public Works			
<b>Curbside 'Parklets'</b>	Public Works *	MTA Planning	Public Works	Public Works *
<b>Curbside 'No Parking Zones'</b>	MTA			
<b>Roadway 'Travel Lanes'</b>	MTA	Fire Dept Planning	MTA	MTA
<b>On Parcel</b>	Planning			
<b>Entertainment</b>	Entertainment Com.	Police** Planning**	Entertainment Commission	





# 1. Simplify the City's Toolbox



**Consolidate similar pre-covid permit types** into Shared Spaces, rather than creating whole new provisions alongside pre-existing ones.

**Maximize efficiency for permittees and administering departments** by aligning approvals timetables, public notice requirements, appeals procedures, and enforcement triggers across typologies and jurisdictions.





## 2. Prioritize Equity & Inclusion



**Ensure needs of disabled persons are accommodated.**

**Prioritize City resources** for those neighborhoods and communities most impacted by historical disparities.

**Prioritize locations** of most vulnerable populations for the City's project management, funding, and materials.

**Provide grants** for materials, technical assistance, and community ambassadors.





### 3. Phase Implementation with Economic Conditions



**Economic recovery will be a long process,** exceeding the state of public health emergency and spanning multiple future fiscal years.

Code Requirements and fees for Shared Spaces should be implemented in phases that are **calibrated to stages of economic improvement.**





## 4. Encourage Arts, Culture & Entertainment Activities



Carry forward the features of the **Just Add Music (JAM) Permit**.

Once a Shared Space permit has been granted, authorizing occupancy by the project sponsor on that land, **allow for** the project sponsor to provide **recurring entertainment, arts & culture activities**.

Allow for arts & culture activities to be **primary; not just accessory** to dining or other commerce.





## 5. Balance Curbside Functions



image: Santiago Mejia

**Balance Shared Spaces occupancies** with loading, micromobility, short-term car parking, and other needs on the block and corridor.

**Encourage sharing and turnover** of Shared Spaces locations amongst merchants on the block.

**Transit First** and **Vision Zero** Policies remain priorities.





## 5. Balance Curbside Functions



To encourage both **more stability and healthy turnover of locations** amongst merchants, future provisions will extend the maximum permit duration to 1 year, beginning with the date of issue.

The permittee may seek renewal on an annual basis.





# 5. SFMTA Board Actions: Overview



Legislation to transition Shared Spaces from a temporary, emergency response to a permanent program will require the SFMTA Board to amend Transportation Division II Code to:

1. **Delegate Authority** to the Director of Transportation to authorize more flexible use of streets
2. Revise **color curb** fees and fines





# 5.1. SFMTA Board Action 1: Delegate Authority



- **Delegation:** MTAB will delegate authority to Director of Transportation (or designee) to authorize rules and regulations to restrict parking and close parking lanes
- **Program Regulations:** SFMTA will implement regulations to specify the assessment process and technical considerations for eligibility.





# 5.1. Balance Curbside Functions: SFMTA Regulations



- Eligibility: Inventory and assess curb supply and demands to determine space allocation
  - Consider impacts to traffic, security, health, and safety of the public
  - Prioritize the values and commitments in the Transit First Policy, Vision Zero Action, Climate Action, and Curb Management Strategies





## 5.1. Balance Curbside Functions: SFMTA Regulations

### CURB MANAGEMENT STRATEGY

FEBRUARY 2020



- Planned + Emergency Construction and Maintenance: Permittee must provide access to curb lane and/or adjacent areas, utilities, and features





# 5.1. Balance Curbside Functions: SFMTA Zone Requirements



- Zone Dimensions
- Daylighting buffer
- Traffic and Warning signs
- Transit specifications (Bus, Rail, Paratransit)





## 5.1. Balance Curbside Functions: Other Considerations

1. Bikeshare Stations
2. Bicycle Racks / Corrals
3. Curbside Running Bike Lanes
4. Commercial Loading
5. Paratransit/Accessibility
6. Short-term Parking
7. Passenger Loading Zone
8. Blue Accessible Parking Spaces
9. Peak Tow-Away Lanes
10. Taxi Stands/Zones
11. Commuter Shuttle Stop





# 5.1. SFMTA Roadway Closure Regulations



- In accordance with Transportation Code, Division I, Article 6
- Permits may be granted on any roadway, but if there is substantial or significant delay to active public transit service, the application will be denied, will require a subsequent level of environmental review, or must be addressed with permit modifications
- Significant delay to active public transit service is defined in the [San Francisco Planning Department's \(department\) Transportation Impact Analysis Guidelines.](#)





## 5.2. SFMTA Board Action 2: Establish Fees and Fines



Division I Transportation Code amendments will establish a new curb typology, “**General Loading Zones**”, to facilitate the operation of Shared Spaces pickup zones.

Division II Transportation Code amendments will:

- Consolidate the Parklet and Places for People (P4P) application fees into a single section
- Revise existing color curb fee and fine structure to include new General Loading Zones.





## 5.2. General Loading Zones – A New Tool

- New Shared Spaces pickup zones are a short-term loading zone that **any vehicle can use** to pick-up or drop off goods **and leave their vehicle briefly unattended**. The need for a flexible loading zone like this existed before the pandemic.
- Gaps in current local and state code do not allow for short-term goods loading using non-commercial vehicles left briefly unattended:
  - **Passenger loading (white) zones** – only for passenger loading and driver must remain with vehicle
  - **Commercial loading (yellow) zones** - only loading by vehicle with commercial license plates
  - **Short-term parking (green) zones** - 15-to-30-minute parking
    - Vehicles displaying disabled placards are exempt from limits, often making them unavailable for loading.





## 5.2. General Loading Zones - How They Work



**5-MIN LOADING**



- Intended for sharing: Open to public / not exclusive to the applicant
- On Busy commercial corridors with a high volume of pick-up/drop off activity
- **Commercial & non-commercial vehicles allowed**
- **May leave vehicle unattended for up to 5 minutes**
- Application-based, with a fee. Processed like Color Curb





## 6. Maintain Public Access



**Shared Spaces, as occupancies of public space and the public realm, should provide for some public access:**

- During daylight hours while not being used for commercial purposes
- At least one seating opportunity – such as a bench – during business hours
- A graduated fee schedule will correspond to types of use.

image: Samuel Heller





# 6. Public Access: Proposed Curbside Use Types & Fees



**1** Public Parklet



**2** Movable Commercial Parklet



**3** Commercial Parklet





# 6. Public Access: Proposed Curbside Use Types & Fees







## 2 Movable Commercial Parklet





# 6. Public Access: Proposed Curbside Use Types & Fees

TIER	TYPE	 PUBLIC ACCESS	 COMMERCIAL ACTIVITY	 DAILY OCCUPANCY	 CONSTRUCTION
1	<b>Public Parklet</b> <i>Like pre-COVID parklets</i>	Entire facility during daylight hours through 10pm	None	24 hours	Fixed Structure
2	<b>Movable Commercial Parklet</b>	At least one bench during hours of commercial operation	During hours of operation	During hours of Operation	Movable Fixtures
3	<b>Commercial Parklet</b> <i>Like most Shared Spaces today</i>	At least one bench during hours of commercial operation, Otherwise entire facility during daylight hours through 10pm	During hours of operation	24 hours	Fixed Structure





## 6. Public Access: Proposed Curbside Use Types & Fees

TIER	TYPE	OCCUPANCY FEES*		ENTERTAINMENT FEES	
		First Annual	Annual Renewal	First Annual	Annual Renewal
<b>1</b>	<b>Public Parklet</b>	<b>\$1,000</b>	<b>\$250</b>	<b>\$507</b>	<b>\$200</b>
<b>2</b>	<b>Movable Commercial Parklet</b>	<b>\$2,000</b>	<b>\$1,000</b>	<b>\$507</b>	<b>\$200</b>
<b>3</b>	<b>Commercial Parklet</b>	<b>\$5,000</b>	<b>\$1,500</b>	<b>\$507</b>	<b>\$200</b>
		First Parking Space	Each Additional Parking Space	Per Parking Space	Per Site





# 7.1 Permit Review & Approvals Timetable

## IN THE FUTURE





# Sidewalks and Curbside: Design Guidelines: ADA

San Francisco  
**Shared Spaces**

## Shared Spaces Design Guidelines

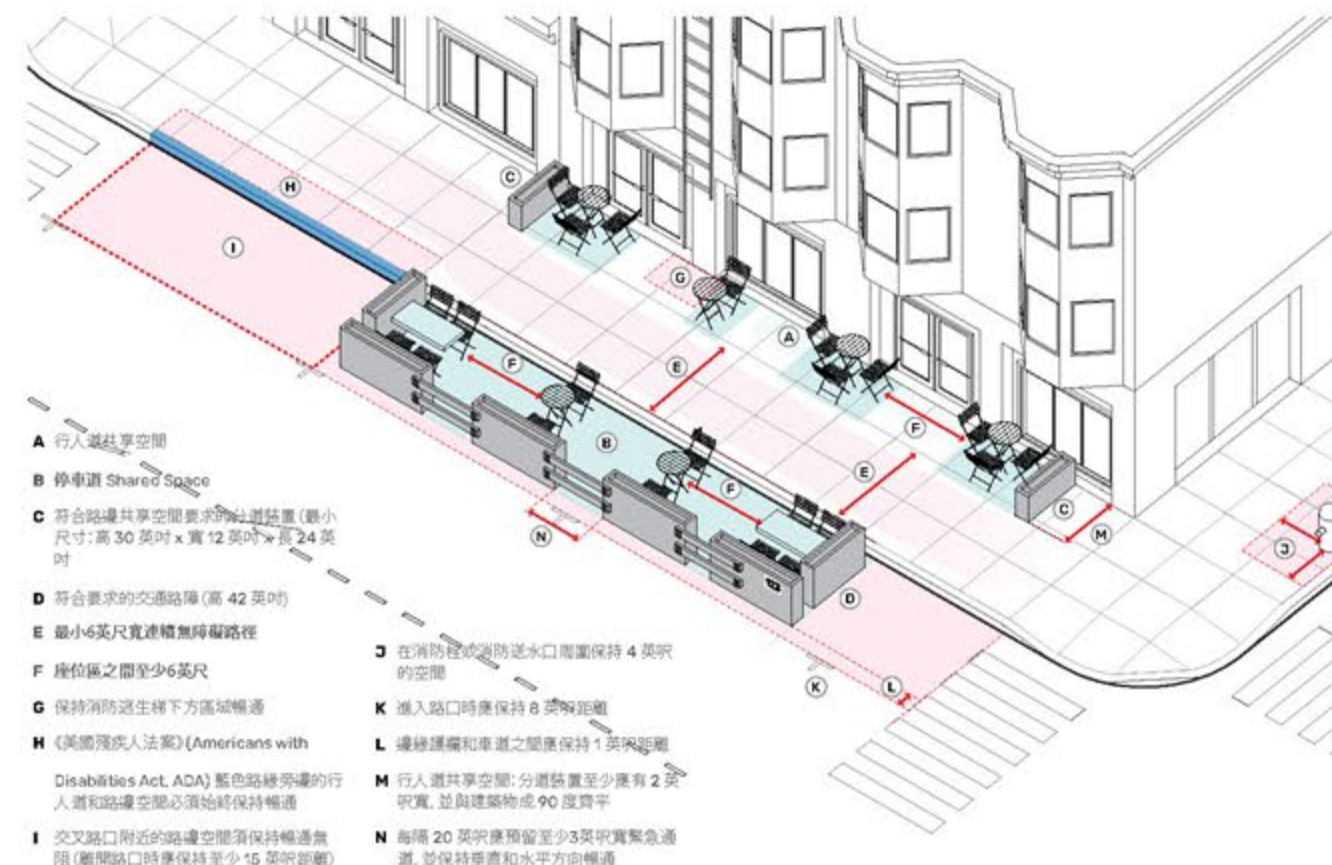
Using the sidewalk or parking lane for your business  
[sf.gov/SharedSpaces](https://sf.gov/SharedSpaces) | v.12.17.2020

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### 場地設計

共享空間  
設計指引

您可將停車道用於：路邊免下車取貨區、顧客排隊時保持人際距離空間、就座或用餐、個人服務、零售用途，以及相關娛樂。您須設置符合要求的交通路障，方能使用該空間。



#### 在建造架構之前，請您考慮：

- 提供舒適的空間，並配備符合要求的交通路障和傢俱設備。構建合適的共享空間不一定需要安裝固定架構。
- 如果您可以在行人道上或通過無障礙坡道提供同等的設施，則不需要建造地台或平台方能 讓人進入您的共享空間。
- 您可以設置無障礙斜道以連接您的停車道共享空間：最大坡度為 8.3% (1:12)，兩側防護線加高 (示例)。

**營業結束時，必須將安放行人道上的架構移到室內。** | **停車道上的架構不可阻擋駕駛人士看行人橫道或交通信號燈的視線。** | **您必須遵守這些指引，並在本文件的最後一頁簽署證明。**

[sf.gov/SharedSpaces](https://sf.gov/SharedSpaces) | v. 1.29.2021 | Page 3 of 10

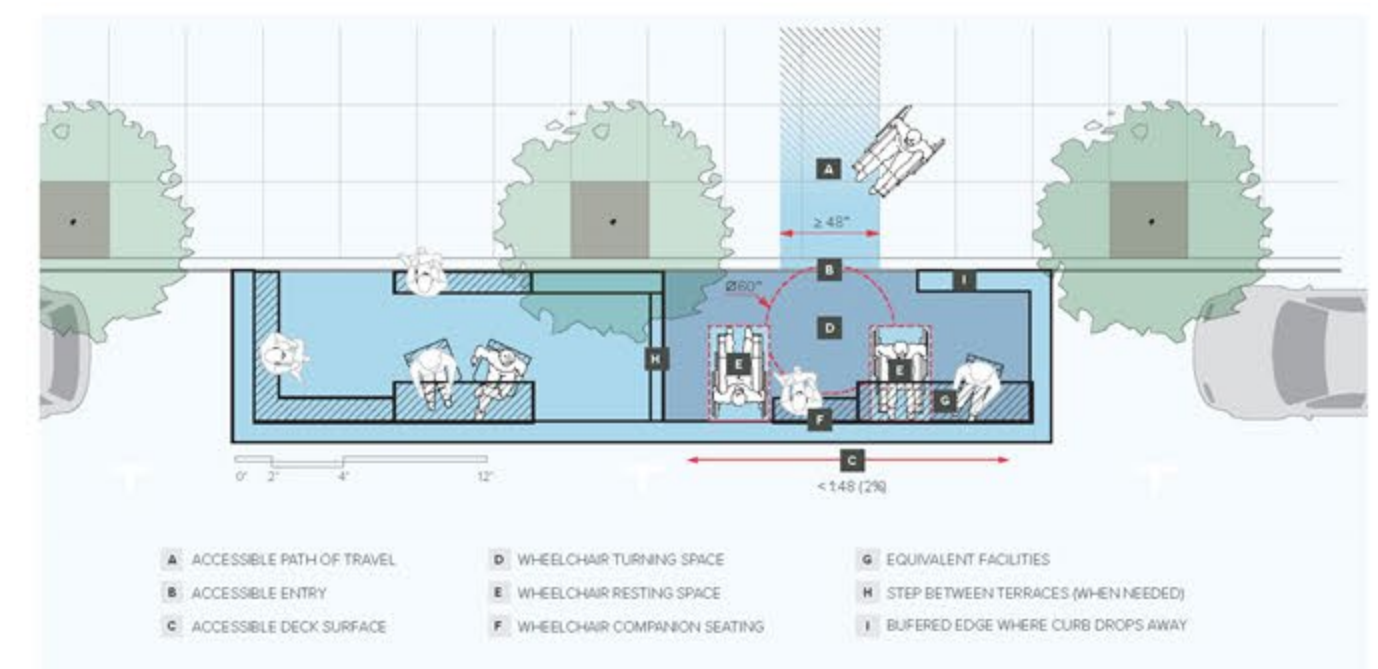
### Decks & Platforms

Shared Spaces  
Design Guidelines

#### UNIVERSAL ACCESSIBILITY

The proposed structure shall be designed, constructed and/or conform to the applicable provisions, rules, regulations and guidelines of the: San Francisco Building Code (SFBC) and Americans with Disabilities Act 2010 Standards accessibility requirements (ADAAG). All structures must also follow our accessibility rules to use the parking lane for your business: [sf.gov/information/make-your-shared-space-accessible](https://sf.gov/information/make-your-shared-space-accessible)

- **Accessible Deck Surface:** The portion of the deck connected by the accessible path of travel to the wheelchair turning space and wheelchair resting space must be level. The accessible deck surface maximum cross slope (perpendicular to the sidewalk or curb) cannot exceed 1:48 (2%). The accessible deck surface maximum running slope (parallel to the curb) cannot exceed 1:48 (2%).
- **Accessible entry:** minimum 48 inches wide
- **Accessible path of travel:** It must connect the sidewalk to the accessible entry, deck surface, wheelchair turning space and wheelchair resting space
- **Wheelchair turning space:** Shall be 60 inches in diameter and located entirely within the platform; a 12-inch maximum overlap on the curb and sidewalk is acceptable.
- **Wheelchair landing:** A 30- by 48-inch clear floor area. It's permitted to overlap with the Wheelchair Turning Space by 24 inches maximum in any orientation
- If your business gets a Shared Space permit on a street that **exceeds a 5% grade**, you will receive additional accessibility information with your permit.
- **The slope and cross-slope of accessible areas must not exceed 2%.** In some cases, a platform or deck may assist in meeting slope and cross-slope accessibility requirements.
- **You must take the appropriate actions to be accessible and safe.**

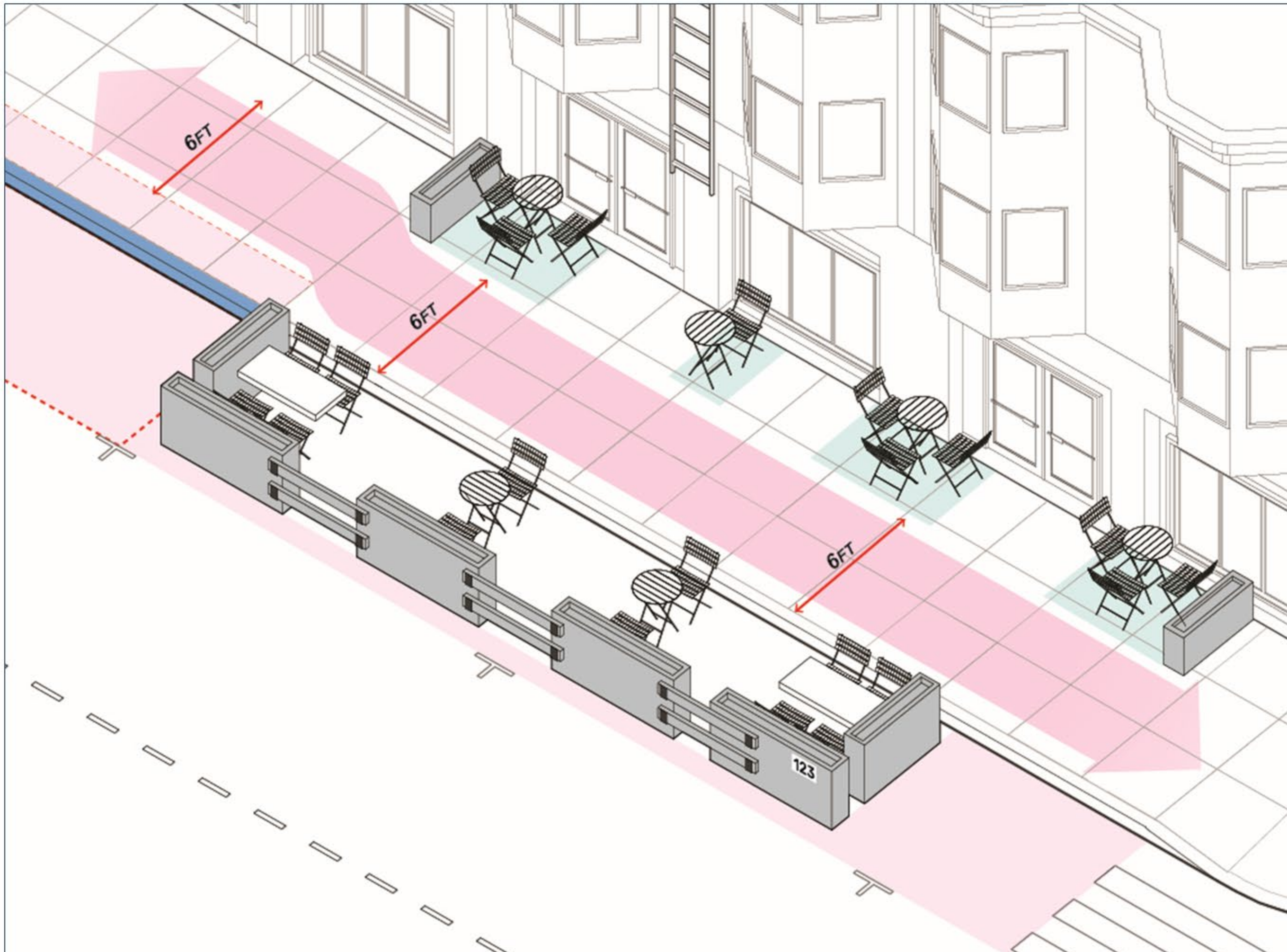


A ACCESSIBLE PATH OF TRAVEL | B WHEELCHAIR TURNING SPACE | C ACCESSIBLE DECK SURFACE | D WHEELCHAIR RESTING SPACE | E WHEELCHAIR COMPANION SEATING | F EQUIVALENT FACILITIES | G STEP BETWEEN TERRACES (WHEN NEEDED) | H BUFFERED EDGE WHERE CURB DROPS AWAY

[sf.gov/SharedSpaces](https://sf.gov/SharedSpaces) | v.12.17.2020 | Page 8 of 10



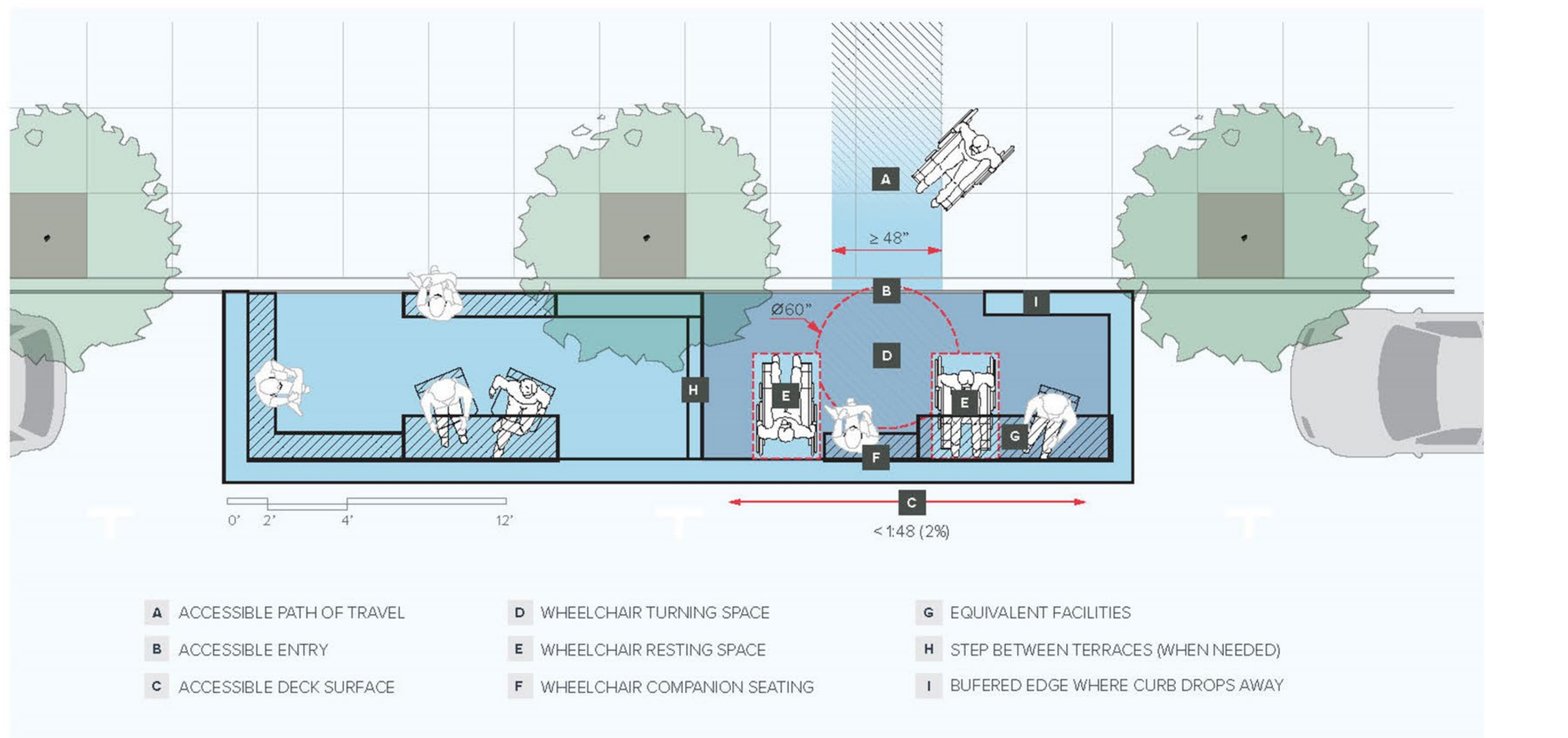
# Sidewalks and Curbside: Design Guidelines: ADA



- *All people must be able to pass safely and comfortably through streets and sidewalks.*  
*確保所有人都能安全舒適地穿過街道和人行道。*  
*Todas las personas deben poder pasar con seguridad y cómodamente por medio de las calles y aceras.*
- *Maintain a minimum 6-foot-wide continuous path for pedestrians on the sidewalk clear of tables, chairs, and other fixtures.*  
*在人行道上為行人設置至少6英尺寬的連續通路，不擺設任何桌椅或其他固定裝置。*  
*Mantener un camino continuo con un mínimo de 6 pies de ancho para los peatones en la acera libre de mesas, sillas y otros elementos fijos.*
- *Place diverters at each end of the Shared Space to guide pedestrians away from occupied area of the sidewalk*  
*在共用空間的每一端設置分隔島，引導行人避開佔用的區域*  
*Colocar desviadores al final del Espacio Compartido a fin de dirigir a los peatones lejos del área ocupada de la acera.*



# Sidewalks and Curbside: Design Guidelines: ADA



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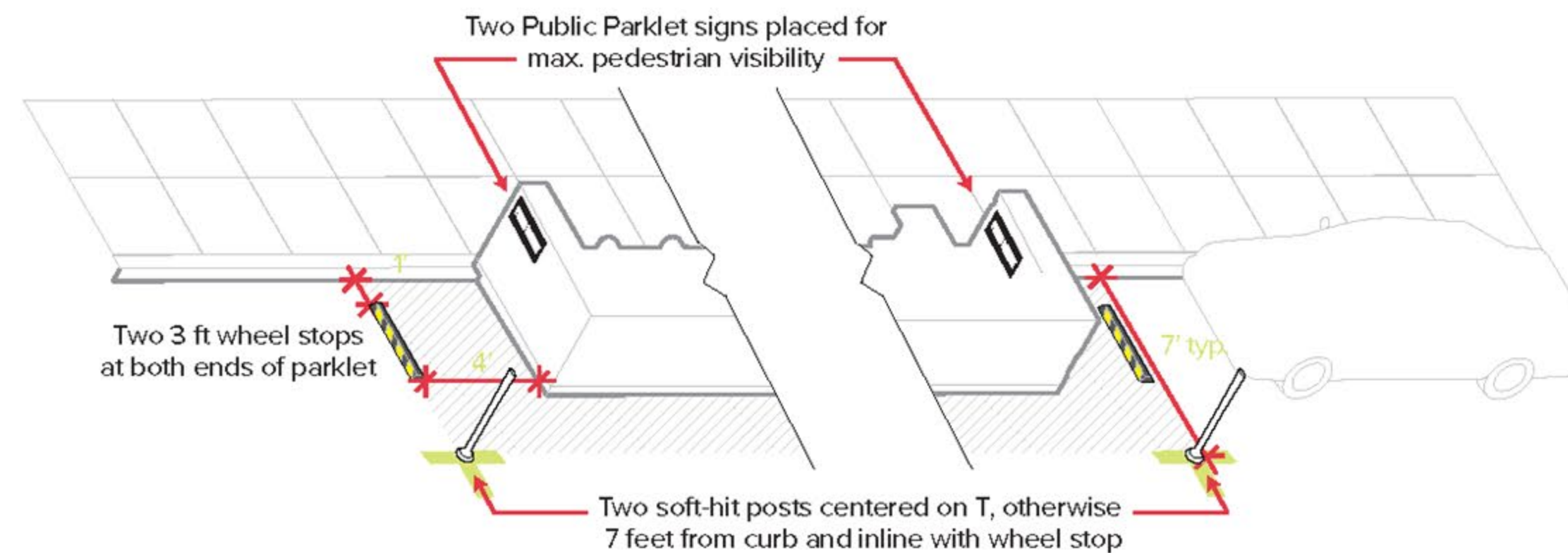
# Sidewalks and Curbside: Design Guidelines: Traffic



## SOFT-HIT POSTS

Purchase two standardized safe-hit posts, one for each end of the parklet. You may purchase the posts from any vendor, but they must meet these specifications:

- Safe Hit Type 2 Guide Post
- 36 inches tall, White
- Surface Mount Pin Lock Base.
- Butyl Adhesive Pad or 10 oz. Epoxy Kit





# Sidewalks and Curbside: Design Guidelines: Traffic



## WHEEL STOPS

You may purchase the stops from any vendor, but they must meet these specifications:

- 3 feet long
- Black rubber with yellow stripes
- Mounted with bolts
- Installed four feet from outside ends of Parklet which occupies parallel parking spaces. The City will advise you on placement for parklets in diagonal or perpendicular parking spaces
- Installed 12 inches from the curb



## PUBLIC PARKLET SIGNS

The applicant is required to have two “Public Parklet” signs fabricated and to install them on the parklet. You may purchase signs from any vendor, but you must use the design, format, and material specified by the City. SF Planning will send you the file for printing the sign. Final placement of the signs will be reviewed by a Public Works Inspector to ensure optimum visibility.

Parklet signs are available in English, Spanish, Cantonese, and Tagalog; at least one required parklet sign must be in English, but it is recommended that parklets in or adjacent to neighborhoods with a significant population of residents who are not English





# 9. Coordinated Enforcement

## LEAD AGENCY

SF Public Works



**Sidewalk**

SFMTA



**Curbside  
'Parklets'**

SFMTA



**Curbside  
'No Parking  
Zones'**

SFMTA



**Roadway  
'Travel Lanes'**

SF Planning



**On Parcel**

SF Police Department



**Entertainment**



SF Fire Department



SF Mayor's Office  
on Disability



## SUPPORTING AGENCIES





THANK YOU!

## Questions?

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*Deputy Shared Spaces Program Manager*

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*Shared Spaces Program Director*



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