



Van Ness Business Advisory Committee

Thursday, October 20, 2016

3:00-4:30pm

One South Van Ness, 3rd Floor, Civic Center Conference Room (3074)

MEETING MINUTES

1. Meeting was called to order at 3:01 p.m.
2. Public comment: Members of the public may address the Van Ness Business Advisory Committee on matters that are within its jurisdiction and are not on today's calendar.
 - a. Dennis Portnoy has a private counseling office at Van Ness and Jackson. He said he was concerned about daytime construction noise preventing him from seeing clients. He also said he was concerned about whether construction crews would be using on-street parking on Van Ness. He also wanted to speak directly with someone from Walsh Construction to better understand the plan for construction.
3. Minutes from the September 15, 2016, meeting were approved by a voice vote.
4. SFMTA staff updates.
 - a. Project schedule.
 - i. The southbound bus stop at Van Ness and Vallejo will be temporarily relocated to the northwest corner of Van Ness and Green starting October 27.
 1. Temporary relocation will last approximately 16 months.
 2. Necessary to make room for lane changes at Van Ness and Broadway.
 - ii. Traffic changes will begin in November.
 1. The permissible left turn lane at Broadway will be changed to a second dedicated left turn lane.
 - a. To maintain two turn lanes and two through lanes, parking must be removed on the western side of Van Ness from Vallejo to Broadway.
 2. Left turns from Van Ness will be removed at all locations except northbound at Lombard and southbound at Broadway.
 - a. A left turn from Van Ness northbound onto Hayes will be preserved for the first six months of construction.
 3. Most of the median will be temporarily removed and paved to provide room for construction.
 - a. The number of lanes on Van Ness will be reduced from three to two in each direction when this work begins.
 4. The curbside utility replacements will begin in January 2017.
 - a. Work will begin in two segments. For the northern half of Van Ness, work will start on the east side at Lombard and move south to Sutter. For the southern half, work will start on the west side at Sutter and move south to Mission.
 - b. Finalizing permits.
 - i. Notice to Proceed has been issued and the Traffic Control Plan has been approved for early work on the project.
 1. Comments on the Traffic Control Plan for later construction activity have been received and are being addressed.
 - ii. Walsh Construction will be using a larger area for staging and parking. Workers will not use public parking spaces.
 1. The owner of 600 Van Ness Avenue (vacant McDonald's) will be demolishing the building on the site and will lease space to Walsh.

2. Michael George said he had some spaces opening up in his parking garage soon, which could also be leased to the contractor.
3. Michael Koker and Michael George said they may have spaces in their garages they could lease to members of the public.
- c. Gary Egger asked for clarification on the construction sequencing. He had previously heard construction would start at Lombard and Mission streets and meet in the middle. He also asked for clarification on the pace of work, parking impacts, and loading zone locations.
 - i. Construction for the utility work (Phase 1) will begin on the east side of Van Ness at Lombard and the west side of Van Ness at Sutter. Both crews will work south until they reach Sutter and Mission respectively. At that point, crews will move back to Lombard and Sutter to begin work on the opposite side of Van Ness.
 - ii. A typical block can be expected to be impacted for about six months on each side.
 - iii. The largest loss of parking during the initial roadway preparation work will be at Broadway to accommodate the additional lane.
 - iv. When construction is impacting a particular block, staff will work with businesses to temporarily relocate loading zones to side streets.
- d. Michael George asked whether commuter shuttles will use Van Ness during construction.
 - i. Most commuter shuttle stops have been relocated to Gough and Franklin. The only remaining stop on Van Ness is southbound at Union. Any unauthorized stops should be reported to 311.
- e. Dennis Portnoy said he was concerned about traffic impacts and double parking during construction. He suggested posting signs along the corridor that say No Double Parking.
5. Outreach update.
 - a. Recent public engagement activities.
 - i. 2016 Digital Strategy & Impact Award and International Association for Public Participation Core Values Award.
 1. International Association for Public Participation awarded the project team the Creativity and Innovation Award for pre-construction outreach.
 - a. Recognized the Van Ness Business Advisory Committee, interactive text messaging campaign, and pre-construction survey.
 2. GovDelivery, a government communications organization, awarded the project team the Creative Use of Digital Citizen Engagement Award for the project's interactive text messaging campaign.
 - ii. Van Ness and Polk Construction Open House.
 1. Attended by approximately 200 people who were interested in learning more about the construction of the Van Ness Improvement Project and Polk Streetscape Project.
 2. Staff showcased a [video series promoting awareness of the Van Ness Improvement Project and construction](#).
 - iii. Construction is Here campaign.
 1. Ambassadors will begin canvassing next week from Franklin to Larkin and Beach to Market.
 - a. Signs will be posted at each Muni stop location and intersection.
 - b. Door hangers and project brochures will be distributed to neighbors and passersby.
 - c. Ambassadors will also speak directly with businesses to let them know about upcoming construction and share project information.
 2. Campaign will also include press releases, variable messaging signs on freeways, radio advertisements, and print advertisements.
 - a. Dennis Portnoy suggested also using Michael Krasny's Forum on KQED to get word out to drivers.
 - b. Outreach Calendar.
 - i. Project website updates.
 1. Staff have posted updates on the website regarding an overview of construction and upcoming traffic changes.

- a. Additional updates planned include FAQs and copy for businesses and organizations to use in promoting access to locations once left turns are removed.
 - ii. Tree removal and replacement notifications.
 - 1. Courtesy notices will be posted on street poles to announce the removal and replacement of 86 median trees and four sidewalk trees.
 - a. Tree removals are expected to take place in November and December.
 - iii. Temporary relocation of bus stop.
 - 1. Ambassadors are currently at the southbound Vallejo stop to let people know of the temporary relocation. They are handing out flyers containing project information and a diagram showing the new stop location.
 - iv. Office hours.
 - 1. Drop-in office hours will begin Tuesday, October 25, at 180 Redwood Street, Suite 300.
 - a. Held Tuesdays, 2 to 4 p.m., and Fridays, 10 a.m. to 12 p.m., holidays excepted
 - c. Status of light/trolley poles.
 - i. Staff will meet with Supervisor Peskin's office and the Coalition to Save the Historic Streetlamps of Van Ness to discuss possible options for installed street and sidewalk lighting.
 - 1. Options include replica lighting side-by-side with the approved poles, modified approved poles that include replica fixtures used for sidewalk lighting, or new poles that include replica fixtures for both street and sidewalk lighting.
 - a. Once an option is selected, staff will develop a feasibility report that includes a scope of work, budget, and timeline.
 - 2. Supervisor Peskin and Coalition members have said they do not want to delay the project.
 - a. In order to prevent schedule delays, poles must be ordered by January due to lead times associated with the materials.
 - b. Any changes in design would require approvals from the Historic Preservation Commission and the SF Arts Commission.
 - d. Mike Koker asked for an update on the citywide marketing program being developed by the Mayor's Office of Economic and Workforce Development and the status of the upcoming construction on Lombard.
 - i. Construction is expected to begin on Lombard in the fall of 2017.
 - ii. The marketing program out of OEWD is progressing. Templates have been developed and staff is preparing to launch the program.
 - 1. Before launch, they will meet with Van Ness Business Advisory Committee representatives Patricia Klock and Patrick Hosfield, as well as representatives from Polk Street.
 - 2. Mike Koker suggested campaigns that focus on blocks directly impacted by construction. He said a six-month lead time could provide possibilities for videos or other advertising that showcased businesses affected by construction at their door.
 - e. Dennis Portnoy asked why the city would do construction on so many streets at the same time.
 - i. Projects such as the Van Ness Improvement Project and Polk Streetscape Project have been in development for many years. There is an urgent need for the safety improvements both projects will deliver to high injury corridors.
6. Next meeting
 - a. Thursday, November 17, 6:00-7:30 p.m. (*special time*), Union Square Conference Room, 7th Floor.
 - i. Gary Egger said he would like staff to address issues of homelessness during construction at the November meeting. He specifically mentioned panhandling in the median and sidewalk encampments.
 - b. December 15, 3:00-4:30 p.m.

PUBLIC COMMENT

Every agenda shall provide an opportunity for members of the public to address the Committee on items of interest to the public that are within the subject matter jurisdiction of the Committee.

Public comment will be taken for each agenda item after discussion of the item by the Van Ness Business Advisory Committee.

Privilege of Floor and Public Participation. The privilege of the floor shall be granted to any member of the public or officers of the City and County of San Francisco, or their duly authorized representatives for the purpose of commenting on any question before the Committee. Each person wishing to speak on an item at a regular or special meeting shall be permitted to be heard once per item for up to three minutes. The presiding officer shall be the judge of the pertinence of such comments, and have the power to limit this privilege if in the presiding officer's opinion the comments are not pertinent to the question before the Committee or the comments are merely reiterative of points made by previous speakers.

Presentations. After a presentation, the Van Ness Business Advisory Committee Chair will ask committee members if they have any questions and then will open the meeting to public comment. When members of the public ask a question of the presenter, presenters should not respond, nor engage in any conversation. First, the commenter should finish their commentary. After which, if the Van Ness Business Advisory Committee Chair or any committee member wants the presenter to respond to that question, the presenter will then respond to the Committee and not to the public.