

THIS PRINT COVERS CALENDAR ITEM NO. : 10.2

**SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY**

DIVISION: Sustainable Streets

BRIEF DESCRIPTION:

Approving permitted commuter shuttle bus zone modifications associated with the Commuter Shuttle Program.

SUMMARY:

- The SFMTA Board of Directors has authority to adopt changes to parking and traffic regulations.
- On March 1, 2016, the SFMTA Board adopted revisions to the Commuter Shuttle Program which permits eligible commuter shuttle operators to use a designated network of stops in San Francisco. The current Commuter Shuttle Program went into effect on April 1, 2016.
- The current Commuter Shuttle Program was established after an 18-month pilot program that evaluated a regulatory framework for commuter shuttles in San Francisco. The current Program includes a number of changes, including a requirement that shuttles over 35 feet in length travel only on Caltrans-designated arterial streets.
- Restricting large shuttles to arterial streets requires removal of commuter shuttle zones located on non-arterial streets and creation of new zones on arterials. The SFMTA also makes periodic adjustments to the shuttle network in order to address safety concerns and accommodate construction.
- The SFMTA may designate up to 125 shuttle stop locations across the City at any time, including shared Muni zones and shuttle-only loading zones.
- The San Francisco Planning Department has determined that the Commuter Shuttle Program is exempt from environmental review and that the proposed stop changes are do not represent a substantial modification of the Program.
- The proposed action is the Approval Action as defined by San Francisco Administrative Code Chapter 31.

ENCLOSURES:

1. SFMTAB Resolution

APPROVALS:

DATE

DIRECTOR



5/9/16

SECRETARY



5/9/16

ASSIGNED SFMTAB CALENDAR DATE: May 17, 2016

PAGE 2.

PURPOSE

Approve permitted commuter shuttle bus zone modifications to support the Commuter Shuttle Program.

GOAL

This action supports the following SFMTA Strategic Plan Goal and Objectives:

Goal 1: Create a safer transportation experience for everyone

Objective 1.3: Improve the safety of the transportation system.

Goal 2: Make transit, walking, bicycling, taxi, ridesharing and carsharing the preferred means of travel

Objective 2.3: Increase use of all non-private auto modes

DESCRIPTION

On March 1, 2016, the SFMTA Board approved revisions to the Commuter Shuttle Program which permits eligible commuter shuttle operators to use a designated network of stops including both designated Muni stops and a number of permitted commuter shuttle-only loading zones in San Francisco. The current Commuter Shuttle Program went into effect on April 1, 2016 and will expire on March 31, 2017.

The SFMTA conducted an 18-month pilot from August 2014 through January 2016 to evaluate a regulatory framework in which eligible commuter shuttles that pay a fee and comply with permit terms are permitted to stop in designated shared Muni zones and shuttle-only loading zones. The new Commuter Shuttle Program expanded on the Pilot and will inform any future changes in commuter shuttle regulation.

The 2016-2017 program includes the following characteristics:

- A network of up to 125 shuttle stop locations, including shared Muni zones and shuttle-only loading zones
- Large shuttles over 35 feet in length may travel and load only on the arterial network as designated by the California Department of Transportation
- Shuttle service providers apply for a permit to use network, and pay a permit fee based on the number of stops made at authorized locations, with the permit fee covering the SFMTA's costs for administering and enforcing the program
- Permittees are responsible for ensuring that their operators comply with agreed-upon operating guidelines
- Shuttles must display permit placards on four sides of vehicle and display a “how is my driving?” sticker
- The program is enforced by SFMTA Parking Control Officers and Muni Inspectors, including a dedicated team of Parking Control Officers focused solely on commuter shuttles
- Permittees are required to share data on operations with the SFMTA, following specifications established by the SFMTA
- Permittees must submit a Service Disruption Prevention Plan with their permit application

PAGE 3.

The Commuter Shuttle Program includes clear and enforceable guidelines for shuttle loading and unloading which lead to increased safety when shuttles interact with other road users, reduced vehicle miles traveled (VMT) and associated emissions reduction and lessening of congestion, as well as minimal impact on Muni service.

The new requirement that commuter shuttles over 35 feet in length operate only on the arterial network requires SFMTA to remove some zones that are not located on arterials and propose new shuttle zones as replacements, including Items G and H below. Items C, D, E, F, I and J are proposed in order to accommodate Bus Rapid Transit (BRT) construction activities on Van Ness Avenue which will preclude shuttles from stopping on the street. Items A and B are proposed to relieve excess demand on existing zones in the area and to improve safety for people walking, biking and driving in the area. These proposed changes would remain in effect only for the duration of the current Commuter Shuttle Program.

The proposed items were presented at a duly noticed public hearing on April 15, 2016.

These changes require SFMTA Board approval:

- A. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM TO 10 AM AND 4 PM TO 8 PM, MONDAY THROUGH FRIDAY - Valencia Street, west side, from 80 feet to 156 feet south of 26th Street (restricts parking at 3 metered parking spaces)
- B. ESTABLISH – TOW-AWAY NO PARKING, PASSENGER LOADING ZONE 6 AM – 8 PM MONDAY THROUGH FRIDAY - Valencia Street, west side, from 60 feet to 80 feet south of 26th Street (no change in parking-changing hours of existing zone)
- C. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM to 10 AM, MONDAY THROUGH FRIDAY - Gough Street, west side, from Ellis Street to 115 feet southerly (restricts parking at 5 RPP parking spaces)
- D. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM to 10 AM, MONDAY THROUGH FRIDAY - South Van Ness, west side, from 244 feet to 440 feet south of Mission Street (restricts parking at 6 metered parking spaces)
- E. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 4 PM to 8 PM, MONDAY THROUGH FRIDAY - Franklin Street, east side, from 55 feet to 181 feet north of Golden Gate Avenue (restricts parking at 3 metered parking spaces)
- F. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 4 PM to 8 PM, MONDAY THROUGH FRIDAY - Franklin Street, east side, from Bush Street to 100 feet northerly (restricts parking at 5 metered parking spaces)
- G. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM to 10 AM, 4 PM TO 8 PM MONDAY THROUGH FRIDAY - Brannan Street, south side, from 5th Street to 85 feet easterly (restricts parking at 4 metered parking spaces)
- H. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM to 10 AM, 4 PM TO 8 PM MONDAY THROUGH FRIDAY - Mississippi Street, east side, from 17th Street to 90 feet northerly (restricts parking through 4 unmetered, non RPP parking spaces)

PAGE 4.

- I. RESCIND – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM TO 10 AM, MONDAY THROUGH FRIDAY - South Van Ness Avenue, west side, from 76 feet to 217 feet south of Market Street (141-foot zone)
- J. RESCIND – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM TO 10 AM, MONDAY THROUGH FRIDAY - Van Ness Avenue, west side, from 29 feet to 118 feet south of Sacramento Street

PUBLIC OUTREACH

Proposed changes were presented at the April 15, 2016 SFMTA engineering public hearing. The public hearing was noticed via direct mail to nearby residents and posters on sign poles with information about the proposed change and hearing. Public comment received at the hearing and via email have been forwarded to the Board.

Public comments on items A and B related to concerns about parking loss, congestion impacts, shuttles blocking driveways and safety issues with additional large vehicles on Valencia Street.

Public comments on items C, D, E, and F related to parking impacts of the proposed changes and street safety concerns with large vehicles on Franklin and Gough streets. SFMTA staff have withheld from this agenda one shuttle zone change in order to make changes that reflect community concern.

No public comment was received directly for Item G, however, some members of the public expressed concerns that this zone would be replacing a zone on Townsend Street. Members of the public expressed concern that the proposed zones are more difficult to reach for people with vision impairments because of lack of audible pedestrian signals. Staff are working to determine the timeline for pedestrian safety upgrades in the area.

Public comment on item H related to concerns over the suitability of Mississippi Street to accommodate large shuttles. Nearby streets in Mission Bay may be available for inclusion on the shuttle network following completion of development and construction in the area and SFMTA staff will address any safety impacts of the current proposal if necessary.

No public comment has been received for items I and J.

ALTERNATIVES CONSIDERED

The SFMTA carefully considered a number of potential locations before proposing the creation of these new commuter shuttle zones. Alternatives were evaluated based on a number of criteria, with the highest priority being the safety of people walking, biking and driving in the area. Specific factors include, among others:

- Adjacency to an intersection – shuttle zones located at the “near-side” of an intersection can obstruct right-turning drivers’ view of pedestrians in a crosswalk
- Curb access – tree limbs extending over the roadway or zones located in the middle of a block can prevent shuttles from pulling all the way to the curb, leading to blocked travel lanes
- Driveways and parking – the SFMTA works to minimize shuttle zones’ impact on driveways and on neighborhood parking supply

PAGE 5.

SFMTA staff also took community feedback into account throughout the process and made a number of changes to the proposal based on concerns received both before and after the April 15th public hearing. One proposed zone was removed entirely from the proposal and two were put on hold while staff investigates other possible locations in the area.

FUNDING IMPACT

All costs associated with the Commuter Shuttle Program are being recovered through the Designated Stop Use and Permit Fee.

ENVIRONMENTAL REVIEW

On October 22, 2015, the San Francisco Planning Department determined (Case Number 2015-007975ENV) that the Commuter Shuttle Program is categorically exempt from CEQA pursuant to Title 14 of the California Code of Regulations Section 15301 which provides an exemption from environmental review for operation, repair, maintenance, or minor alteration of existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities, as well as Section 15308 which provides an exemption from environmental review for actions taken by regulatory agencies for protection of the environment. On April 1, 2016, and May 4, 2016, the San Francisco Planning Department issued Determinations of No Substantial Modification regarding the proposed commuter shuttle network changes included in this resolution.

The Planning Department's determination is on file with the Secretary to the SFMTA Board of Directors. The proposed action is the Approval Action as defined by San Francisco Administrative Code Chapter 31.

OTHER APPROVALS RECEIVED OR STILL REQUIRED

The City Attorney's Office has reviewed this calendar item.

RECOMMENDATION

Staff recommends that the SFMTA Board of Directors approve the proposed permitted commuter shuttle bus zone modifications, to remain in effect for the duration of Commuter Shuttle Program.

SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY
BOARD OF DIRECTORS

RESOLUTION No. _____

WHEREAS, The San Francisco Municipal Transportation Agency has identified a need for parking modifications in support of the Commuter Shuttle Pilot program as follows:

- A. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM TO 10 AM AND 4 PM TO 8 PM, MONDAY THROUGH FRIDAY - Valencia Street, west side, from 80 feet to 156 feet south of 26th Street (restricts parking at 3 metered parking spaces)
- B. ESTABLISH – TOW-AWAY NO PARKING, PASSENGER LOADING ZONE 6 AM – 8 PM MONDAY THROUGH FRIDAY - Valencia Street, west side, from 60 feet to 80 feet south of 26th Street
- C. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM to 10 AM, MONDAY THROUGH FRIDAY - Gough Street, west side, from Ellis Street to 115 feet southerly (restricts parking through 5 RPP parking spaces)
- D. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM to 10 AM, MONDAY THROUGH FRIDAY - South Van Ness, west side, from 244 feet to 440 feet south of Mission Street (restricts parking through 6 metered parking spaces)
- E. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 4 PM to 8 PM, MONDAY THROUGH FRIDAY - Franklin Street, east side, from 55 feet to 181 feet north of Golden Gate Avenue (restricts parking through 3 metered parking spaces)
- F. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 4 PM to 8 PM, MONDAY THROUGH FRIDAY - Franklin Street, east side, from Bush Street to 100 feet northerly (restricts parking through 5 metered parking spaces)
- G. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM to 10 AM, 4 PM TO 8 PM MONDAY THROUGH FRIDAY - Brannan Street, south side, from 5th Street to 85 feet easterly (restricts parking through 4 metered parking spaces)
- H. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM to 10 AM, 4 PM TO 8 PM MONDAY THROUGH FRIDAY - Mississippi Street, east side, from 17th Street to 90 feet northerly (restricts parking through 4 unmetered, non RPP parking spaces)
- I. RESCIND – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM TO 10 AM, MONDAY THROUGH FRIDAY - South Van Ness Avenue, west side, from 76 feet to 217 feet south of Market Street (141-foot zone)
- J. RESCIND – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM TO 10 AM, MONDAY THROUGH FRIDAY - Van Ness Avenue, west side, from 29 feet to 118 feet south of Sacramento Street

WHEREAS, On October 22, 2015, the San Francisco Planning Department determined (Case Number 2015- 007975ENV) that the Commuter Shuttle Program is categorically exempt from CEQA pursuant to Title 14 of the California Code of Regulations Section 15301 which provides an exemption from environmental review for operation, repair, maintenance, or minor alteration of existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities, as well as Section 15308 which provides an exemption from environmental review

for actions taken by regulatory agencies for protection of the environment, and the proposed action is the Approval Action as defined by S. F. Administrative Code Chapter 31; and

WHEREAS, On April 1, 2016, and May 4, 2016, the San Francisco Planning Department issued Determinations of No Substantial Modification regarding the proposed commuter shuttle network changes included in this resolution; and

WHEREAS, The Planning Department's determination is on file with the Secretary to the SFMTA Board of Directors; and

WHEREAS, The Commuter Shuttle Program established by the SFMTA Board of Directors calls for the creation of a network of designated stops, composed of shared existing Muni zones, and to include extensions of existing Muni zones and permitted commuter shuttle only loading zones as needed; and,

WHEREAS, The public has been notified about the proposed parking modifications and has been given the opportunity to comment on those modifications through the public hearing process; now, therefore, be it

RESOLVED, That the San Francisco Municipal Transportation Agency Board of Directors approves the permitted commuter shuttle bus zone modifications listed as A through I above, to remain in effect for the duration of Commuter Shuttle Program.

I certify that the foregoing resolution was adopted by the San Francisco Municipal Transportation Agency Board of Directors at its meeting of May 17, 2016.

Secretary to the Board of Directors
San Francisco Municipal Transportation Agency