

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 the Commuter Shuttle Program which permits eligible commuter shuttle operators to use a designated network of stops in San Francisco. The Commuter Shuttle Program went into effect on April 1, 2016 with a one-year term limit.
- On February 21, 2017 the SFMTA Board voted to approve the Commuter Shuttle Program, which allows the SFMTA to continue regulating operations of commuter shuttles in San Francisco and charging a per-stop fee beyond March 31, 2017.
- The requested change would extend the evening hours of the existing commuter shuttle bus zone at 16th Street at South Van Ness to 11:00 p.m. and would extend the existing Commuter Shuttle Bus Zone by 44 feet. Parking would be restricted at two additional metered parking spaces.
- The San Francisco Planning Department has determined that the Commuter Shuttle Program is exempt from environmental review.

ENCLOSURES:

1. SFMTAB Resolution

APPROVALS:

DATE

DIRECTOR		<u>2/24/17</u>
SECRETARY		<u>2/24/17</u>

ASSIGNED SFMTAB CALENDAR DATE: March 7, 2017

PAGE 2.

PURPOSE

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

STRATEGIC PLAN GOALS AND TRANSIT FIRST POLICY PRINCIPLES

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

This action supports the following Transit First Policy Principles:

1. To ensure quality of life and economic health in San Francisco, the primary objective of the transportation system must be the safe and efficient movement of people and goods.
9. The ability of the City and County to reduce traffic congestion depends on the adequacy of regional public transportation. The City and County shall promote the use of regional mass transit and the continued development of an integrated, reliable, regional public transportation system.
10. The City and County shall encourage innovative solutions to meet public transportation needs wherever possible and where the provision of such service will not adversely affect the service provided by the Municipal Railway.

DESCRIPTION

Commuter Shuttle Program Overview

On March 1, 2016, the SFMTA Board approved revisions to the Commuter Shuttle Program based on findings from the evaluation of the Commuter Shuttle Pilot Program which ran from August 2014 to January 2016. The Commuter Shuttle Program 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 Commuter Shuttle Program went into effect on April 1, 2016 with a one-year term limit. On February 21, 2017 the SFMTA Board voted to approve the Commuter Shuttle Program. The vote allows the SFMTA to continue regulating operations of commuter shuttles in San Francisco and charging a per-stop fee beyond March 31, 2017.

PAGE 3.

The Commuter Shuttle 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

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.

16th Street and South Van Ness Location

While designated shared Muni zones are available for shuttle vehicles at any time that a vehicle is providing shuttle service, shuttle-only white zones have limited hours and remain open to private vehicles for parking at all other times. Most shuttle-only white zones are open 6 a.m. to 10 a.m., 4 p.m. to 8 p.m., or both. As the SFMTA has replaced many busier shared Muni zones with shuttle-only white zones, staff has observed that these hours are often insufficient, particularly in the evening period. In a number of locations, shuttle vehicles arrive as late as 11 p.m. and are unable to access the curb to drop-off passengers, and as a result block the travel lane.

At 16th Street and South Van Ness Avenue, the SFMTA has observed shuttles stopping after 8 p.m. and double-parking as they are unable to access the curb to drop-off passengers. In addition, this stop does not currently meet the SFMTA’s minimum standards for stop length. Due to the length of the existing shuttle-only white zone, shuttles are often unable to pull all the way to the curb and as a result partially block the travel lane, particularly after turning from South Van Ness Avenue. Extending the hours and the length of this stop would eliminate these safety issues and reduce conflicts with Muni along an important transit corridor.

PAGE 4.

The proposed item was presented at a duly noticed public hearing on January 6, 2017.

These changes require SFMTA Board approval:

- A. ESTABLISH – TOW AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 8 PM TO 11 PM, MONDAY THROUGH FRIDAY - 16th Street, north side, from South Van Ness Avenue to 86 feet westerly (extends hours of existing Commuter Shuttle Bus Zone to 11 PM)
- B. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM TO 10 AM, AND 4 PM TO 11 PM, MONDAY THROUGH FRIDAY - 16th Street, north side, from 86 feet to 130 feet west of South Van Ness Avenue (extends existing Commuter Shuttle Bus Zone by 44 feet, and restricts parking at 2 additional metered parking spaces)

STAKEHOLDER ENGAGEMENT

This item was discussed at the January 6, 2017 engineering public hearing. Prior to the hearing, notices were posted on nearby light poles and mailed to all addresses a one- to two-block radius of the proposed stop. No people testified at the hearing and no feedback was received by email or telephone.

ALTERNATIVES CONSIDERED

The SFMTA considered several alternatives including; 1) Allowing shuttles to share a Muni zone after 8p.m.; 2) Creating a late-night shuttle-only white zone in a different nearby location; and 3) Not making any changes to the shuttle-only white zone at 16th Street and South Van Ness Avenue. Other Muni zones on this corridor have frequent transit service later in the evening and do not meet the SFMTA's standards for shared Muni zones which avoids placing shared zones at stops that serve multiple transit lines and/or high frequency service. The SFMTA's Transit Division has expressed concern about the impact of additional shuttle-only zones along the 16th Street corridor on Muni service as 16th is a transit priority corridor. Taking no action would result in continued shuttle double-parking, which poses a safety hazard and interferes with Muni operations. As a result of this analysis, the SFMTA found that extending the hours and length of the existing zone would most effectively address the issues observed at this location.

FUNDING IMPACT

All costs associated with the Commuter Shuttle Program are 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

PAGE 5.

Title 14 of the California Code of Regulations Section 15301 and Section 15308.

The Planning Department's determination is on file with the Secretary to the SFMTA Board of Directors.

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 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, 8 PM TO 11 PM, MONDAY THROUGH FRIDAY - 16th Street, north side, from South Van Ness Avenue to 86 feet westerly (extends hours of existing Commuter Shuttle Bus Zone to 11 PM)
- B. ESTABLISH – TOW-AWAY NO PARKING, PERMITTED COMMUTER SHUTTLE BUS ZONE, 6 AM TO 10 AM, AND 4 PM TO 11 PM, MONDAY THROUGH FRIDAY - 16th Street, north side, from 86 feet to 130 feet west of South Van Ness Avenue (extends existing Commuter Shuttle Bus Zone by 44 feet, and restricts parking at 2 additional metered parking spaces)

WHEREAS, On October 22, 2015, the San Francisco Planning Department determined (Case Number 2015- 007975ENV) that these traffic and parking modifications are categorically exempt from CEQA pursuant to Title 14 of the California Code of Regulations Section 15301 and Section 15308; 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 modification listed as A 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 March 7, 2017.

Secretary to the Board of Directors
San Francisco Municipal Transportation Agency