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**From:** Shahamiri, James <James.Shahamiri@sfmta.com>  
**Sent:** Wednesday, April 03, 2019 5:51 PM  
**To:** Amanda Leahy; White, Elizabeth (CPC); Wietgreffe, Wade (CPC); Paine, Carli (MTA); Poling, Jeanie (CPC); McKellar, Jennifer (CPC); Hong, Seung Yen (CPC)  
**Subject:** Re: Balboa Reservoir - Lee Avenue Loading Operations Data Review (Updated Agenda and call in number)

I've checked internally on our strategy for the loading zones along Ocean Ave in front of Whole Foods. We are open to converting all of the metered spaces, except the blue zone, to commercial loading if the project conducts outreach to nearby merchants on Ocean Ave.

Thanks.

James

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**From:** Amanda Leahy <aleahy@kittelson.com>  
**Date:** Tuesday, April 2, 2019 at 11:49 AM  
**To:** "White, Elizabeth (CPC)" <elizabeth.white@sfgov.org>, "Wietgreffe, Wade (CPC)" <wade.wietgreffe@sfgov.org>, "Paine, Carli" <Carli.Paine@sfmta.com>, "Shahamiri, James" <James.Shahamiri@sfmta.com>, "Poling, Jeanie (CPC)" <jeanie.poling@sfgov.org>, "McKellar, Jennifer (CPC)" <jennifer.mckellar@sfgov.org>, "Hong, Seung Yen (CPC)" <seungyen.hong@sfgov.org>, CPC\_ConferenceBridge\_01 <CPC.RSRC.ConfBridge01@sfgov1.onmicrosoft.com>, "CPC\_403-1650 Mission (16)" <403-1650Mission-CTYPLN@sfgov1.onmicrosoft.com>  
**Subject:** RE: Balboa Reservoir - Lee Avenue Loading Operations Data Review (Updated Agenda and call in number)

EXT

Hi, all -

Notes from yesterday's call are attached and action items are copied below.

Based on the loading demand data and typical lengths of observed vehicles, there would be a need for approximately **160' of curbside loading**, or spaces for 5 vehicles using a blended average length of 31.9'.

**Vertical clearance of the Whole Foods garage is 8'2.** I'll be emailing Janene shortly to confirm whether there are existing delivery/service vehicle spaces in the garage and if she sees provision of new or additional service vehicle spaces as a possibility to help offset some of the displaced curbside loading on Lee Ave (among other questions listed below).

**Camera view angles** are attached. It is not possible to see specific detail the destination of the non-Whole Foods loading activity. Video footage of truck maneuvers can be accessed [here](#). The Class 9 vehicles entered the loading dock at 7:46 pm and 8:57 pm.

a. **Planning/Seung Yen**

- i. Continue discussions with DPW regarding approval of the Lee Ave design
- ii. Coordinate with project sponsor team on design of SFPUC option and to discuss latest designs for Lee Ave, including if/how the sidewalk widening and utility relocation will be incorporated into the project design

- iii. Request specifications from SFPUC and provide to team
  - iv. Continue conversations with SFPUC and bring designs for SFPUC review when they are available
- b. **Planning/Seung Yen and Jeanie** to discuss implementation of Whole Foods conditions of approval with Sponsor/Joe (and Whole Foods)
- c. **Planning/Wade, Liz, and Jeanie** to review loading demand calculations developed for the Whole Foods/Kragen Auto Parts site transportation analysis and compare the estimates to the collected data
- d. **SFMTA/James**
  - i. Confirm the number of spaces/linear feet that could be converted to commercial loading on the Ocean Ave frontage
  - ii. Rerun truck turn analysis using constraint vehicle, if different from the WB-67
- e. **Kittelson/Amanda**
  - i. Follow up with Whole Foods/Janene to confirm the largest vehicle that uses the loading dock, what vehicle types were included in the information provided by Whole Foods, vertical clearance of garage and presence of delivery/service vehicle spaces within the garage
  - ii. Calculate the length of curb needed to accommodate existing demand
  - iii. Incorporate discussion on loading impacts and proposed mitigation measure (action-related elements) or project description (physical elements) in ADEIR-2, which is scheduled for distribution on April 29
  - iv. Follow up with data collection vendor to get view angles for cameras (to gauge possibility of understanding the source of the non-Whole Foods loading activity) and video footage of truck maneuvers into the loading dock

Amanda Leahy, AICP | Senior Planner | [Kittelson & Associates, Inc.](#)

Pronouns: she/her/hers

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-----Original Appointment-----

**From:** White, Elizabeth (CPC) <elizabeth.white@sfgov.org>

**Sent:** Tuesday, March 19, 2019 11:25 AM

**To:** White, Elizabeth (CPC); Wietgreffe, Wade (CPC); Amanda Leahy; Paine, Carli (MTA); Shahamiri, James (MTA); Poling, Jeanie (CPC); McKellar, Jennifer (CPC); Hong, Seung Yen (CPC); CPC\_ConferenceBridge\_01; CPC\_403-1650 Mission (16)

**Subject:** Balboa Reservoir - Lee Avenue Loading Operations Data Review (Updated Agenda and call in number)

**When:** Monday, April 1, 2019 4:00 PM-5:00 PM (UTC-08:00) Pacific Time (US & Canada).

**Where:** Planning - Room 403

**Update 1.0:** Below is the proposed meeting agenda and a sharescreen link. Please use this link and call in number if you are attending remotely:

#### **Agenda:**

- MTA/James update on concepts developed for Lee/Ocean/SFPUC
- EP/Seung Yen update on discussions with SFPUC
- Review and discuss loading data (spreadsheet sent last week; Amanda's email included as attachment in this meeting invitation)
- Discuss refinements to design and operations/management concepts for incorporation as mitigation measure (or project description) in EIR
- Next steps/action items

#### **Sharescreen Link:**

1. Please join my TurboMeeting session, Monday, April 1, 2019, 4:00 PM, Pacific Daylight Time.  
<http://63.103.111.6/join?id=19701624>

**Meeting ID: 1970-1624**

Meeting Password: No password needed

2. Use your microphone and speakers (VoIP - a headset is recommended). Or, call in using your telephone.

Dial:

+1 408-385-2536 (USA)

+1 408-351-1612 (USA, alternative)

Access Code: 1310-580

TIPS: Avoid wireless connections since they may cause disconnections and slow down screen updates.  
A headset is recommended when using your microphone and speakers (VoIP).

Telephone menu:

1. Input \*2 to raise hand

2. Toggle \*6 to mute/unmute yourself

Hi all,

This is a meeting invitation to review the Balboa Reservoir Lee Avenue loading operations data with SFMTA, Planning, and Kittelson. I have a meeting room reserved at Planning but here is also a conference call line:

~~Number: 1-888-278-0296~~

~~Participant Code: 6132696~~

Carli, if I am missing anyone from SFMTA, would you please forward this email to them?

Thank you,

Liz

This message is from outside of the SFMTA email system. Please review the email carefully before responding, clicking links, or opening attachments.