



# SAN FRANCISCO PLANNING DEPARTMENT

## Lee Avenue Loading Operations Meeting FINAL NOTES

### Balboa Reservoir Project | Case No. 2018-007883ENV

Thursday, February 21, 2019  
2:00 p.m. to 3:00 p.m.

**In Person** 1650 Mission Street, Suite 400, Room 431

1650 Mission St.  
Suite 400  
San Francisco,  
CA 94103-2479

Reception:  
**415.558.6378**

Fax:  
**415.558.6409**

Planning  
Information:  
**415.558.6377**

#### Invited Participants

Name	Affiliation	In attendance?
Jeanie Poling	SF Environmental Planning	Yes
Elizabeth White	SF Environmental Planning	Yes
Wade Wietgreffe	SF Environmental Planning	Yes
Jennifer McKellar	SF Environmental Planning	Yes
Seung Yen Hong	SF Citywide Planning	Yes
Carli Paine	SF Municipal Transportation Agency	Yes
James Shahamiri	SF Municipal Transportation Agency	Yes
Joe Kirchofer	Avalon Bay Communities	Yes
Nora Collins	Avalon Bay Communities	No
Kearstin Dischinger	BRIDGE Housing	No
Joel Roos	Pacific Union Development Company	No
Steven Vettel	Farella Braun + Martel LLP	No
Amanda Leahy	Kittelson & Associates, Inc.	Yes

## NOTES

1. Welcome & Introductions (see Invited Participants)
2. Review Existing Whole Foods Loading Operations
  - a. Summary of Whole Foods loading activity as provided by Store Manager, Janene Summerland
    - i. 25-30 deliveries M-Sa; 8-12 deliveries Su.
    - ii. Deliveries occur 6:30am-3pm & 5-10:30pm. Loading dock occupied continuously from 7am-1pm. Evening delivery is limited to 3 semi-trucks.
    - iii. Garbage trucks come on a daily basis. Loading occurs from Lee Ave. Trash and waste/recycling bins are stored at the end of Lee Avenue

- iv. Loading occurs within the loading dock, off-street loading facility, and along Lee Ave
- v. Delivery vehicle types range from single-unit box trucks and delivery vans to semi-trucks. To utilize the loading dock, semi-trucks pull head in to the off-street surface lot and reverse across Lee Ave into the loading dock
- vi. During the month of November there are 2 53-foot storage units along Lee Ave that contain holiday meals
- vii. Whole Foods' concerns with current loading operations.
  - U-turns and increased traffic volume/congestion on Lee Ave because people turn onto the street and don't know it is a dead-end or are looking for parking or passenger drop-off/pick-up for nearby land uses, such as restaurants and shops on Ocean Ave
  - With extension of Lee Ave, Whole Foods will need to relocate trash and recycling bins
- b. Discussion of Whole Foods loading activity
  - i. Auxiliary lot on 1100 Ocean Avenue (former Phelan Loop site) property
    - Whole Foods has easement to use the space north of the building for truck turnaround and loading operations
    - With the project the space will need to be preserved to allow truck maneuvers
  - ii. Pedestrian impacts
    - Truck maneuvers would block Lee Ave sidewalks
    - East sidewalk on Lee Ave is narrow and provides most direct connection to Muni light rail stop on Ocean Ave
    - Unity Plaza should be emphasized as the pedestrian travel route while making sure the truck turnaround functions. Group acknowledged that people walking will most likely use the most direct path to the K-Ingleside Muni stop, which will be Lee Avenue (not Unity Plaza).
  - iii. Alternative loading/garage access from Brighton Ave
    - Potential for smaller vehicle deliveries to utilize garage for loading/unloading. This would increase congestion on Brighton Ave and may not be a desirable option.
    - **Amanda/Kittelson to ask Janene/Whole Foods about the garage vertical clearance, service loading spaces in the garage, and the possibility for some loading to occur within the garage**
- 3. Discussion of Proposed Modifications to Lee Avenue & Lee Avenue Extension
  - a. North of Ocean Ave, Lee Avenue has approx. 39' curb-to-curb width and would be restriped to provide two SB vehicle lanes and one NB vehicle lane and a bike facility/treatment that would connect to the bike lanes proposed on the Lee Ave Extension. Sidewalk widening was also discussed.
  - b. Lee Ave Extension within the project site, has a 72' cross-section, including sidewalks, and would include two 10.5' travel lanes, two 5' bike lanes, two 8' parking lanes, and about 12-13' of sidewalk/landscaping/courtesy strip on each side.

4. Discussion of the Effect of the Proposed Project on Whole Foods Loading
  - a. Balboa Park Station Area Plan EIR identified an improvement measure related to loading for the former Kragen Auto Parts site. Based on observations, the improvement measure has not been implemented.
    - i. **Jeanie/EP to find the approval motions and site plans for the 1100 Ocean (former Phelan Loop Site) and Whole Foods/1150 Ocean (former Kragen Site)**
    - ii. **Joe/Sponsor to confirm if the loading improvement measure/condition was written in the lease**
  - b. The EIR will assume that the existing loading operations (including illegal stopping/parking on Lee Ave) is the baseline condition
  - c. The proposed future configuration of Lee Avenue with the project would prevent curbside loading and would result in a loss of loading spaces that have been used by Whole Foods
  - d. The proposed project would remove existing loading spaces, present challenges to truck access to the loading dock and semi-truck turn maneuvers across Lee Avenue, and would therefore result in existing loading demand not being met. Kittelson will analyze the secondary impacts of this loading demand not being met.
5. Discussion of Potential Solutions to Accommodate Whole Foods Loading Activity
  - a. Potential solutions discussed include
    - i. Use of SFPUC property behind the building to provide space for loading or circulation space for trucks
    - ii. Use of SFPUC property/public open space along west side of Lee Ave Extension as a loading zone
    - iii. Convert metered on-street parking spaces to loading spaces along Ocean Ave
    - iv. Direct loading vehicles to access Lee Street from the north (i.e., via Frida Kahlo Way, North Street, and Lee Street southbound)
  - b. **Seung Yen to initiate discussion with SFPUC regarding use of SFPUC property for loading or circulation**
  - c. **Joe/Sponsor to send James/SFMTA a CAD file of the Lee Ave Extension within the project site**
  - d. **James/SFMTA to develop concepts/CAD sketches of potential design solutions for Whole Foods loading and food storage on Lee Ave**
  - e. **Sponsor (in consultation with James and Seung Yen) to develop concepts/CAD sketches of potential truck loop and/or loading zones behind the building for Whole Foods loading and food storage prior to meeting SFPUC**
  - f. **Amanda/Kittelson to 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**
6. Action Items (see also **bold** above)
  - a. Amanda/Kittelson to ask Janene/Whole Foods about the garage vertical clearance and the possibility for some loading to occur within the garage
  - b. Jeanie/EP to find the approval motions and site plans for the 1100 Ocean (former Phelan Loop Site) and Whole Foods/1150 Ocean (former Kragen Site) – *Done, sent on Feb 22*
  - c. Joe/Sponsor to confirm if the loading improvement measure/condition was written in the lease

- d. Seung Yen to initiate discussion with SFPUC regarding use of SFPUC property for loading or circulation
- e. Joe/Sponsor to send James/SFMTA a CAD file of the Lee Ave Extension within the project site
- f. James/SFMTA to develop concepts/CAD sketches of potential design solutions for Whole Foods loading and food storage
- g. Sponsor (in consultation with James and Seung Yen) to develop concepts/CAD sketches of potential truck loop and/or loading zones behind the building for Whole Foods loading and food storage prior to meeting SFPUC (subsequent action item after the meeting but included on here)
- h. Amanda/Kittelson to incorporate discussion on existing loading activity and related impacts/mitigations in ADEIR-2 for April 29 submittal