



SAN FRANCISCO PLANNING DEPARTMENT

Lee Avenue Loading Operations Meeting #2 DRAFT NOTES

Balboa Reservoir Project | Case No. 2018-007883ENV

Monday, April 1, 2019
4:00 p.m. to 5:00 p.m.

In Person 1650 Mission Street, Suite 400, Room 403
Conference Call 408-385-2536 **Access Code** 1310-580
Screenshare <http://63.103.111.6/join?id=19701624> **Meeting ID** 1970-1624

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

Reception:
415.558.6378

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415.558.6409

Planning
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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	No
James Shahamiri	SF Municipal Transportation Agency	Yes
Amanda Leahy	Kittelson & Associates, Inc.	Yes

NOTES

1. Welcome & Introductions (see Invited Participants)
2. Concept Development Update (MTA/James)
 - a. James presented turning movement diagram prepared using WB-67 design vehicle
 - b. Goal was to maximize sidewalk width (increase from 6' to 12') on east side of Lee Street to accommodate people walking to/from K line and destinations along Ocean Ave. This 12' sidewalk is consistent with the proposed design of Lee Ave north of the Whole Foods. Bike facility would be sharrows on this segment
 - c. Rolled curb, or truck apron, treatment would be needed to accommodate vehicle turning maneuver out of loading dock
 - d. Ingress maneuver to loading dock – three-point turn using auxiliary lot and reverse maneuver into loading dock – could not be successfully modeled
 - e. Westbound right turn from Ocean Ave to Lee Ave is feasible with an SU-30 design vehicle
 - f. It is possible that larger vehicles, like the WB-67, conduct loading curbside and do not use the loading dock

- g. Loading data collected on Tuesday, Mar 26 indicate that the largest vehicle is a FHWA Class 9 Five-Axle Single Trailer, or a WB-50, which is about 55 feet in length versus the WB-67 which is about 74 feet in length
 - h. **Kittelson/Amanda to follow up with Whole Foods/Janene to confirm the largest vehicle that uses the loading dock**
 - i. **MTA/James to rerun truck turn analysis using constraint vehicle, if different from the WB-67**
 - j. **Planning/Seung Yen to follow up with project sponsor to discuss latest designs and if/how the sidewalk widening and utility relocation will be incorporated into the project design**
 - k. **Planning/Seung Yen to continue discussions with DPW, as they will also need to approve the design**
3. SFPUC Discussions Update (Planning/Seung Yen)
- a. Seung Yen has been in conversations with SFPUC but these discussions have not covered project design
 - b. Project sponsor team will need to provide designs for SFPUC review and approval based on their specifications
 - c. **Planning/Seung Yen to request specifications from SFPUC and provide to team**
 - d. **Planning/Seung Yen to continue conversations with SFPUC and bring designs for SFPUC review when they are available**
4. Review Loading Data (Kittelson/Amanda, All)
- a. Summary of All Loading Activity on Lee Ave and within Loading Dock and Auxiliary Lot
 - i. Data collected 5am-10pm on Tuesday, March 26
 - ii. Data includes time in/out, location, vehicle type, and whether delivering to Whole Foods
 - iii. 76 total loading events (including 52 or 68% to Whole Foods)
 - iv. This differs from data provided by Whole Foods which indicates 25-30 daily deliveries. Possibility for the difference could be that passenger vehicles and smaller delivery vehicles were not included in Whole Foods count
 - v. **Kittelson/Amanda to confirm what vehicle types were included in the information provided by Whole Foods**
 - b. Discussion of Whole Foods Loading Activity
 - i. Loading events by location
 - Loading dock = 9 or 17%
 - Surface lot = 12 or 23%
 - East side of Lee Ave = 13 or 25%
 - West side of Lee Ave = 18 or 35%
 - ii. Loading events by duration
 - Average duration of 29 min 34 sec
 - Max duration of 5 hr 35 min (stopped on Lee Ave at 5am when recording began and departed at 10:35am)
 - Min duration of 3 min 55 sec
 - Median duration of 15 min
 - iii. Peak hour of loading arrivals occurred at 11am (11 arrivals); 9 arrivals at 7am and 9am
 - iv. Loading events by vehicle type

- Two-Axle Six Tire SU (Class 5) 25 events or 48%
 - Two-Axle Four Tire SU (Class 3) 15 events or 29%
 - Passenger car (Class 2) 6 events or 12%
 - Three Axle Single Unit (Class 6) 2 events or 4%
 - Five Axle Single Trailer (Class 9) 2 events or 4%
 - Four or Less Axle Single Unit (Class 8) 1 event or 2%
 - Unclassified 1 event or 2%
- c. **Kittelson/Amanda to 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**
5. Discussion of Potential Streetscape Modifications and Operating Concepts to Accommodate Whole Foods Loading Activity
- a. Use of SFPUC property behind the building to provide space for loading or circulation space for trucks
 - i. This concept was eliminated from consideration because relocation of ventilation shaft on Brighton Ave would not provide adequate space for truck circulation
 - b. Use of Whole Foods garage for smaller delivery/service vehicles and implementation of Whole Foods conditions of approval for loading dock management
 - i. **Kittelson/Amanda to confirm vertical clearance of garage and presence of delivery/service vehicle spaces within the garage**
 - ii. **Planning/Seung Yen and Jeanie to discuss implementation of Whole Foods conditions of approval with Sponsor/Joe (and Whole Foods)**
 - iii. **Planning/Wade, Liz, Jeanie to review loading demand calculations developed for the Whole Foods/Kragen Auto Parts site and compare the estimates to the collected data**
 - c. Use of SFPUC property/public open space along west side of Lee Ave Extension as a loading zone
 - i. This concept is being considered further to address potential shortfall in supply
 - ii. One concern about this design is that vehicle path of travel is not intuitive, as delivery vehicles would need to enter the project site from Frida Kahlo Way, travel along North Street, and continue south on Lee Ave to access the loading space which would be located on the west (southbound) side of Lee Avenue
 - iii. **Planning/Seung Yen to coordinate with project sponsor team on design of SFPUC option**
 - d. Convert metered on-street parking spaces to loading spaces along Ocean Ave
 - i. This concept is being considered further
 - ii. There are currently nine metered spaces including: three 21' commercial loading spaces, five 21' general metered spaces, and one 20' accessible space
 - iii. **SFMTA/James to confirm the number of spaces/linear feet that could be converted to commercial loading on the Ocean Ave frontage**
 - iv. **Amanda/Kittelson to confirm the length of curb needed to accommodate existing demand**
6. Action Items (see also **bold** above)
- 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. 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
 - iii. Calculate the length of curb needed to accommodate existing demand
 - iv. 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