

# Contractor Parking Plan

## Ordinance No 163-15

San Francisco Public Works will require a contractor parking plan for major work requiring street space occupancy permits. Per the Board of Supervisor Ordinance No 163-15, a contractor parking plan shall be submitted to Public Works in order to grant permission to occupy the public right of way for street space.



### San Francisco Public Works

#### Street-Use and Mapping

49 South Van Ness Avenue, Suite 300  
San Francisco, CA 94103  
Phone: (628) 271-2000

### San Francisco Public Works

#### Permit Center

49 South Van Ness Avenue, Suite 200

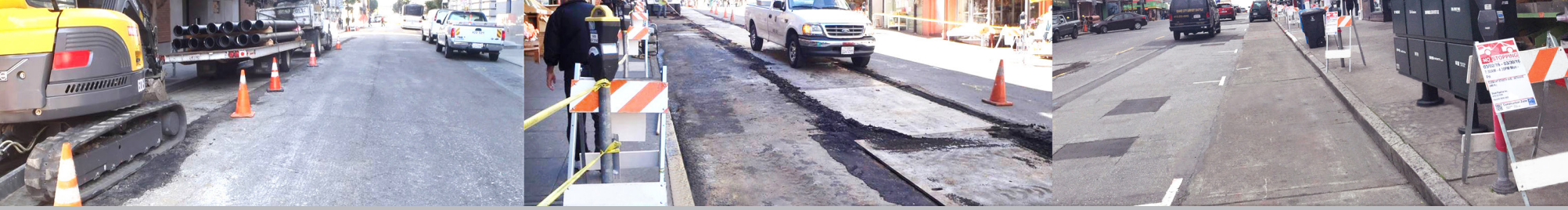
**Processing Hours:** Please visit  
<https://sf.gov/location/permit-center>  
for operating hours of the Permit Center.

- Closed on official holidays



Contact 311 for service requests



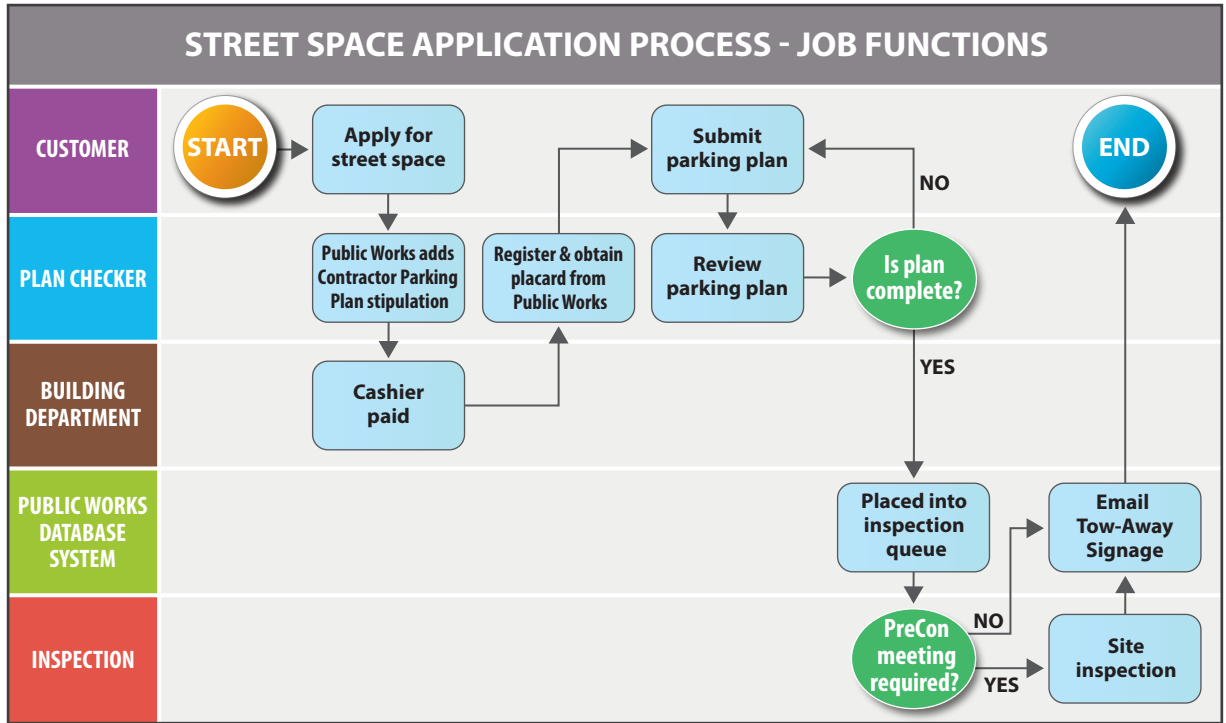


### APPLICATIONS AFFECTED:

- Street Space application in any residential, Urban Mixed Use, PDR 1-D, PDR 1-G, and each named Neighborhood Commercial district, as defined in the Planning Code, that requests more than one on-street parking space and a permit duration of three months or longer
- Major excavation application that is 30 consecutive calendar days or longer

### WHAT IS YOUR ROLE IN APPLYING FOR STREET SPACE?

- STEP 1:** Request a street space permit from Public Works
- STEP 2:** If a contractor parking plan is required, you will be emailed a contractor parking plan application, which you will need to fill out
- STEP 3:** Submit completed contractor parking plan electronically
- STEP 4:** You will be notified that either your contractor parking plan has been accepted or that additional information is required
- STEP 5:** If and when your contractor parking plan is accepted, you will request a street space verification review; the requested street space(s) will be reviewed and validated by Public Works
- STEP 6:** Once the request is validated, a permit will be issued and you're good to go!



### SUBMITTAL REQUIREMENTS:

1. Fronting address of our street parking spaces impacted
2. Staging for side streets (including amount and type of equipment used)
3. Average number of employees at work site
4. Timeline and phasing of project
5. Progress updates to Public Works
6. Availability of on-site parking garages or other opportunities

7. Proposal to reduce parking demand
8. Proposal to make parking available for the public if no work is scheduled

### COST:

- See Public Works Fee Schedule for the Contractor Parking Plan costs that are in addition the street space occupancy and excavation permit fees.