



DEPARTMENT NOTICE

20-101
06/12/20

The City's Shared Spaces Program

As part of the City's reopening plan, the Mayor issued the Eighteenth Supplemental Proclamation creating a temporary Shared Spaces Program for retail businesses and restaurants to occupy the **public sidewalk and parking lane fronting their premises for retail businesses to display and sell goods and merchandise and offer services and for restaurants to place tables and chairs to offer outdoor dining, provided an adequate path of travel remains on the sidewalk that provides disability access.** The Mayor's Proclamation directed Department of Public Works ("DPW") to implement and oversee the City's Shared Spaces Permit Program.

Starting June 12, 2020, business owners may apply for a DPW temporary Shared Spaces permit that is valid during business hours only. To use the public sidewalk or parking lane, businesses agree to:

- Follow the City's physical distancing protocols
- Follow the City's Health directive for outdoor dining and take-out protocols
- Display a copy of the permit outside during business hours.
- Comply with local, state and federal accessibility requirements.
- Make and maintain a straight, clear travel path at least 6 feet (2 yards) wide across your entire sidewalk.
- Keep curb ramps, doors, driveways, fire escapes, or Fire Department entrance access control systems and connections free of obstructions.
- Keep furniture in the approved area. At least one table must be ADA accessible with an accessible route to the table.
- Use approved diverters or traffic barriers.
- Keep furniture and diverters clear and free of advertising.
- Not place or store food trays or carts on the sidewalk or parking lane.
- Keep sidewalk clean of trash, debris, and food waste at all times.
- Bring in furniture and diverters when you close every day.
- Maintain general liability insurance coverage and worker's compensation insurance.

Safety Issues:

- Business on the same block who want to use the same shared spaces, must apply together.
- Business may not obstruct the sidewalk next to a bus stop
- Business may not use a blue or red curb zone.
- Business may not use a traffic or bike lane.

Serving alcohol

- The Shared Spaces permit does not allow you to serve alcohol outdoors.

The Health Officer issued the following directives that are subject to social distancing and other requirements:

- Face Coverings are required when entering or leaving the restaurant and when going to the restroom.
- The public generally is not allowed inside a restaurant except to reach outdoor spaces for dining or to use the restroom.
- The party size is restricted (6 people) unless all are from the same household.
- There are cleaning and disinfection requirements.
- Restaurants and bars must have a permit to serve outside, bona fide meals must be served (and no alcohol without such meals), and the meals may be provided by another person or business by agreement with the establishment.
- There is a health and safety plan checklist, and interim guidance from Department of Public Health.

The Director of Transportation or designee issues the permits that authorize the occupancy of a parking lane. Neither the Mayor's Eighteenth Proclamation nor the permit authorizes the occupancy of a traffic lane, transit lane, transit stop, disabled parking space, bicycle lane, or any other portion of the parking lane that, in the discretion of the Director of Transportation or designee, would not be appropriate for occupancy. The Executive Director of the Port, the General Manager of the Recreation and Park Department, and the Director of the Treasure Island Development Authority, or their respective designees, shall have the same authority as the Director of Transportation under this Order as to streets under their jurisdiction.

Members should direct all complaints for enforcement of this program to DPW - Gregory Slocum, gregory.slocum@sfdpw.org.


WILLIAM SCOTT
Chief of Police

Per DB 20-081, both sworn and non-sworn members are required to electronically acknowledge receipt and review of this Department Bulletin in HRMS. Any questions or clarification regarding this policy should be made to sfpd.writtendirectives@sfgov.org who will provide additional guidance about the directive.