



# SAN FRANCISCO PLANNING DEPARTMENT

## ABBREVIATED CEQA CHECKLIST

### For Better Streets Plan Related Improvement Projects

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

Reception:  
415.558.6378

Fax:  
415.558.6409

Planning  
Information:  
415.558.6377

Please include the following supporting materials enclosed with this checklist:

1. Project description: **San Francisco Public Works Roadway Resurfacing, As-Needed Sidewalk Repair, and Curb Ramp Programs.** See attached project description
2. **Existing and Proposed** site plans: N/A
3. Site photos: N/A
4. Scope of work for Air Quality Analysis Tech Memo<sup>1</sup> N/A
5. Green House Gas Emission Checklist<sup>2</sup> N/A

I- Basic Project Information		
<b>Project Name:</b>	<b>Roadway Resurfacing, As-Needed Sidewalk Repair, and Curb Ramp Programs</b>	
<b>Responsible Agency:</b>	<b>San Francisco Public Works</b>	<b>Date: 1/30/17</b>
<b>Project Contact:</b> (Address/phone/email)	Oliver Iberien	
<b>Project Location</b>	Throughout San Francisco in the public right-of-way	
<b>Timeline for the proposed project</b>	Through June 2022	
II- Project Characteristics		
<b>Street Type</b> <sup>3</sup> All types	<b>Street Name</b> Multiple streets	<b><sup>4</sup>From (Cross-street 1) To (Cross-street 2)</b>

<sup>1</sup> Individual projects prepared pursuant to the BSP would be required to undergo a separate environmental review that would consider whether the Proposed Project's location and construction plan could affect nearby sensitive receptors - p. 123 of the BSP's PMND - [Contact EP planner for a copy of scope of work outline].

<sup>2</sup> Individual streetscape projects would be required to undergo a separate environmental review pursuant to CEQA. The environmental review would include an analysis of the individual project's potential to emit GHGs. p.128 of the BSP's PMND. [Contact EP planner for a copy of GHG Checklist].

<sup>3</sup> See Table 1 in PMND and verify final list of street types with the online version of the BSP.

<sup>4</sup> Street type determines what elements are appropriate for a design element. Different blocks of the same street may be characterized as different street types pursuant to BSP. Therefore, need to provide boundaries for project segments.

**III- Project Screening Part 1** (On the table below, please identify BSP's design elements that are part of the proposed project.)

<b>Detailed Design Elements</b>			
<b>Number</b>	<b>Name</b>	<b>Project Element</b>	<b>Requires Subsequent Environmental Review<sup>5</sup></b>  <b>(EP PLANNER DETERMINATION ONLY)</b>
<b>Standard Improvements</b>			
SI-1	Accessible curb ramps	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SI-2	Marked crosswalks	<input type="checkbox"/>	<input type="checkbox"/>
SI-3	Pedestrian signal timing	<input type="checkbox"/>	<input type="checkbox"/>
SI-4	Curb radii guidelines	<input type="checkbox"/>	<input type="checkbox"/>
SI-5	Corner curb extensions	<input type="checkbox"/>	<input type="checkbox"/>
SI-6	Street trees	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SI-7	Tree basin furnishing	<input type="checkbox"/>	<input type="checkbox"/>
SI-8	Sidewalk planters	<input type="checkbox"/>	<input type="checkbox"/>
SI-9	Stormwater management tools	<input type="checkbox"/>	<input type="checkbox"/>
SI-10	Street lighting	<input type="checkbox"/>	<input type="checkbox"/>
SI-11	Special paving	<input type="checkbox"/>	<input type="checkbox"/>
SI-12	Site furnishings	<input type="checkbox"/>	<input type="checkbox"/>

<sup>5</sup> Please check analysis in PMND to determine if design element has been cleared under CEQA. For example, as stated in p.89 of the BSP's PMND the implementation of RTOR prohibition at intersections that experience high volumes of right-turning movements (greater than 300 vehicles in the peak hour) or have near-side bus stops would require additional study and environmental review.

**Project Screening Part 1 Cont.**

Number	Name	Project Element	Requires Subsequent Environmental Review <sup>6</sup>  (DO NOT FILL IN, THIS SECTION IS FOR EP PLANNER DETERMINATION ONLY)
<b>Case-by-Case Improvements</b>			
CBC-1	High-visibility crosswalk	<input type="checkbox"/>	<input type="checkbox"/>
CBC-2	Special crosswalk	<input type="checkbox"/>	<input type="checkbox"/>
CBC-3	Vehicle turning movements	<input type="checkbox"/>	<input type="checkbox"/>
CBC-4	Removal or reduction of permanent crosswalk closures	<input type="checkbox"/>	<input type="checkbox"/>
CBC-5	Mid-block crosswalks	<input type="checkbox"/>	<input type="checkbox"/>
CBC-6	Raised crosswalks	<input type="checkbox"/>	<input type="checkbox"/>
CBC-7	Extended bulb-outs	<input type="checkbox"/>	<input type="checkbox"/>
CBC-8	Mid-block blub-out	<input type="checkbox"/>	<input type="checkbox"/>
CBC-9	Center or side medians	<input type="checkbox"/>	<input type="checkbox"/>
CBC-10	Pedestrian refugee islands	<input type="checkbox"/>	<input type="checkbox"/>
CBC-11	Transit bulb-out	<input type="checkbox"/>	<input type="checkbox"/>
CBC-12	Transit boarding islands	<input type="checkbox"/>	<input type="checkbox"/>
CBC-13	Perpendicular or angled parking	<input type="checkbox"/>	<input type="checkbox"/>
CBC-14	Flexible use of parking	<input type="checkbox"/>	<input type="checkbox"/>
CBC-15	Parking lane planters	<input type="checkbox"/>	<input type="checkbox"/>
CBC-16	Chicanes	<input type="checkbox"/>	<input type="checkbox"/>

<sup>6</sup> Please check analysis in PMND to determine if design element has been cleared under CEQA. For example, as stated in p.89 of the BSP's PMND the implementation of RTOR prohibition at intersections that experience high volumes of right-turning movements (greater than 300 vehicles in the peak hour) or have near-side bus stops would require additional study and environmental review.

**Project Screening Part 1 Cont.**

<b>Number</b>	<b>Name</b>	<b>Project Element</b>	<b>Requires Subsequent Environmental Review<sup>7</sup></b> <b>(FOR EP PLANNER DETERMINATION ONLY)</b>
CBC-17	Traffic calming circles	<input type="checkbox"/>	<input type="checkbox"/>
CBC-18	Roundabouts	<input type="checkbox"/>	<input type="checkbox"/>
CBC-19	Pocket parks	<input type="checkbox"/>	<input type="checkbox"/>
CBC-20	Reuse of 'pork chops'	<input type="checkbox"/>	<input type="checkbox"/>
CBC-21	Boulevard treatments	<input type="checkbox"/>	<input type="checkbox"/>
CBC-22	Shared public ways	<input type="checkbox"/>	<input type="checkbox"/>
CBC-23	Pedestrian-only streets	<input type="checkbox"/>	<input type="checkbox"/>
CBC-24	Public stairs	<input type="checkbox"/>	<input type="checkbox"/>
CBC-25	Multi-use paths	<input type="checkbox"/>	<input type="checkbox"/>
CBC-26	Above-ground landscaping	<input type="checkbox"/>	<input type="checkbox"/>
<b>Other Design Improvements in the Better Streets Plan (BSP) but not identified above</b>			
<b>Design Element Name</b>	<b>BSP Page Number</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>(EP PLANNER COMMENTS):</b> Project can proceed with review. No subsequent environmental review is required.			

<sup>7</sup> Please check analysis in PMND to determine if design element has been cleared under CEQA. For example, as stated in p.89 of the BSP's PMND the implementation of RTOR prohibition at intersections that experience high volumes of right-turning movements (greater than 300 vehicles in the peak hour) or have near-side bus stops would require additional study and environmental review.

**Project Screening Part 1 Cont.**

<b>III – Identify Storm Water Facilities that are part of the project</b>			
	<b>Yes</b>	<b>No</b>	<b>Requires Subsequent Environmental Review<sup>8</sup></b> <b>(FOR EP PLANNER DETERMINATION ONLY)</b>
<b>Permeable Paving</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Bioretention Facilities</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Swales</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Infiltration Boardwalks</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Infiltration and Soakage Trench</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Channels and Runnels</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Vegetated Buffer Strip</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Vegetated Gutter</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Other (describe stormwater improvements)</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>(EP PLANNER COMMENTS):</b> Project can proceed with review. The proposed project does not include any of the items listed above.			

<sup>8</sup> Please check analysis in PMND to determine if design element has been cleared under CEQA. For example, as stated in p.89 of the BSP's PMND the implementation of RTOR prohibition at intersections that experience high volumes of right-turning movements (greater than 300 vehicles in the peak hour) or have near-side bus stops would require additional study and environmental review.

**IV- Project Screening Part 2** (If you answer “YES” to any of the questions listed below, this checklist may not be utilized, and therefore, an Environmental Evaluation application must be filled.

<b>Transportation/Circulation</b>	
Does the project include right turn on red (RTOR) at locations where the peak hour right-turning traffic volume exceeds 300 vehicles per hour; or require any removal of multiple turn lanes; or the bus stop is located in the near side?	Yes___ No_x_
Does the project include removal of crosswalk closures?	Yes___ No_x_
Does the project include mid-block crosswalks on a two-way street where traffic volumes exceed 500 vehicles per hour in either direction during the peak hour?	Yes___ No_x_
Does the project include roundabouts?	Yes___ No_x_
Does the project include pedestrian-only streets on a street where through traffic is greater than 100 vehicles per hour in the peak hour, or there is transit service, or there are driveways or parking garages, or loading activities cannot be accommodated during off-peak hours?	Yes___ No_x_
Does the project include multi-use paths? <sup>9</sup>	Yes___ No_x_
Does the project include shared public ways on streets with park garages with parking spaces > 100, or through traffic > 100 cars per hours, or transit service?	Yes___ No_x_
<b>V- Project elements that will require Tech Spec Evaluation:<sup>10</sup></b> (If the project includes any of the elements listed below, the project will require Tech Spec Evaluation).	
<b>Historical/Archeo Resources</b>	
<i>All applications need preliminary review for potential impacts to archeological and historic resources pursuant to EP practice.</i>	
Is the proposed project located within a potential historic district or on a street adjacent to a historic landmark? <b>Please state the name of the historic district or historic landmark: <u>To be determined</u></b>	Yes_x_ No_
Does the proposed project involve an identified historic resource among the following: street furniture, light standards, signage, curbs, places, bricks, walls, and other paving materials? <b>Please identify the historic elements that are part of the proposed project: <u>To be determined.</u></b>	Yes_x_ No_
Does the proposed project involve removal of trees adjacent to historic resources?	Yes_X_ No_x_

<sup>9</sup> The BSP does not provide guidance on the location or design of Multi-use Paths. Therefore, at the time a location for implementation is proposed, it would be subject to site-specific environmental review.

<sup>10</sup> EP NEEDS TO DETERMINE HOW COORDINATION WILL OCCUR

**VI- Project Screening Part 3 – Project elements that would require implementation of Mitigation Measures and Monitoring Reports organized by CEQA Topic.**

<b>CEQA Topic</b>	<b>Sub-topic</b>	<b>Meet criteria/threshold:<sup>11</sup> Yes/No or N/A</b>	<b>Requires mitigation measure: Yes/No</b>	<b>Potential impacts differ from PMND analysis (Y/N). If “Yes” briefly describe on a separate sheet.</b>	<b>Comments and PMND reference page.</b>
<b>Aesthetics</b>					
Does the proposed project involve removal of significant trees? <u>no</u>	Significant trees	N/A			
Does the project involve tree root trimming? <u>yes</u>  Is tree root trimming greater than two inches? <u>yes</u>		Yes	Aesthetics Tree Root Protection Mitigation Measure M-AE-1 applies if trimming of roots are greater than two (2) inches in diameter (p.53).		FMND page 53
<b>Historical/Archeological Resources</b>					
Could the project have an effect on individual historic resources or historic districts?	Historic resources	Yes	No; however page 59 of the FMND states :Streetscape improvements in [historic] areas would be reviewed on a case-by-case basis by a preservation technical specialist at the Planning Department		FMND page 59
Does the project require excavation depth greater than two (2) feet? <u>yes</u>	Accidental discovery	Yes	Archeological Accidental Discovery mitigation measure Cul-1 applies to all projects except for those occurs in an area within Hispanic Period Archeological District (p.64).		FMND page 64
Does the project occur in an area within the Hispanic Period Archeological District? <sup>12</sup> <u>yes</u>	Hispanic Period District	Yes	Archeological Monitoring Hispanic Period mitigation measure Cul-2 applies (p.64).		FMND page 64
<b>Transportation and Circulation</b>					
Does the project include removal of loading spaces? <u>TBD</u>	Loading		Provision of New Loading Space, Mitigation Measure TR-1 (p.78).		
<b>Air Quality</b>					

<sup>11</sup> The Project sponsor should discuss with EP planner how to proceed with projects that do not meet the PMND’s thresholds.

<sup>12</sup> **TO BE EVALUATED BY EP PLANNER.** The Spanish Period Map is not available for public review due to the sensitivity of the archeological resources encountered in the area.

	Construction impacts		Dust Control Plan, Mitigation Measure AQ-1 applies to <b>ALL</b> projects (p.120).		Compliance with Dust Control Ordinance supersedes Mitigation Measure AQ-1.
<b>Biological Resources</b>					
Does the project include tree removal? <u>no</u>	Nesting birds	N/A	Nesting Birds Mitigation Measure M-Bio-1 (p.151).		
<b>CEQA Topic</b>	<b>Sub-topic</b>	<b>Meet criteria/threshold:</b> <sup>13</sup> <b>Yes/No or N/A</b>	<b>Requires mitigation measure: Yes/No</b>	<b>Potential impacts differ from PMND analysis (Y/N). If “Yes” briefly describe on a separate sheet.</b>	<b>Comments and PMND reference page.</b>
<b>Biological Resources (Cont.)</b>					
What is the expected duration period of construction? <u>TBD</u>	Nesting birds	<b>N/A</b>	Nesting Birds Mitigation Measure M-Bio-1 (p.151).		
Which months would construction occur? <u>TBD</u>	Nesting birds	<b>N/A</b>	Nesting Birds Mitigation Measure M-Bio-1 (p.151).		
<b>Hazardous Materials</b>					
Does the project occur in an area within the Maher-designated area? <sup>14</sup> <u>Yes</u>	<b>Determination of contaminated soil</b>	<b>N/A</b>	<b>Hazardous Materials Mitigation Measure M-HAZ-1 (p.161).</b>		<b>Maher compliance is mandatory for all SFPW projects</b>
<b>(EP PLANNER COMMENTS):</b> Project can proceed with review. The project sponsor agrees to implement the applicable Mitigation Measures listed above (MM-TR-1).					

Mitigation Measure M-AE-1: Tree Root Protection.

Mitigation Measure Cul-1: Archeological Resources – Accidental Discovery

Mitigation Measure Cul-2: Archeological Monitoring: Hispanic Period Archeological District

Sponsor agrees that projects that could have an effect on historic resources would be reviewed by a preservation technical specialist.

<sup>13</sup> The Project sponsor should discuss with EP planner how to proceed with projects that do not meet the PMND’s thresholds.

<sup>14</sup> [www.sfdph.org/dph/EH/HazWaste/MaherSiteMap.asp](http://www.sfdph.org/dph/EH/HazWaste/MaherSiteMap.asp)





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**This section is to be filled by EP Planner. Use "N/A" next to check boxes for topics that are not applicable to this submittal.**

- Project was screened for potential impacts to archeological resources pursuant to EP practice.
- Project was screened by a Tech Spec for potential impacts to historical resources pursuant to EP practice.
- NA** Applicable Mitigation Measures are applied to the project.
- NA** Green House Gas analysis performed and approved by EP.
- NA** Air Quality Memo approved by EP.
- NA** The project was reviewed by DPH and DTSC, and a memo of concurrence was submitted to EP (for projects within the Maher Layer only).
- PMND was reviewed and no items were identified that would require subsequent environmental review.

### **CEQA Determination**

- Note to file, contingent upon regulatory agency approval or other information, as follows:
- Note to file (no additional documentation required)
- Addendum
- Supplemental EIR or MND

### **Notes:**

See SFPW directive, which includes agreement to implement mitigation measures and historic resource screening.

### **EP Signature**

Signee: Jeanie Poling

Date:

2/8/17



Edwin M. Lee  
Mayor

Mohammed Nuru  
Director

**John Thomas**  
Division Manager

Project Management  
and Construction


30 Van Ness Ave.  
San Francisco, CA 94102  
tel 415-558-4000

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## DIRECTIVE

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Directive Topic: Roadway Resurfacing, As-Needed Sidewalk Repair, and Curb Ramp Programs

Issued By: John Thomas, Acting City Engineer 

Issue Date: January 30, 2017

Effective Date: February 2017 - June 2022

Affected parties: All Design and Engineering Division Staff

### 1. Purpose

San Francisco Public Works has responsibility for the City of San Francisco's ("City") approximately 1,260 miles of streets and sidewalks. In order to maintain transportation and pedestrian usability, safety, and access on the City's streets and sidewalks, maintenance and repair must be performed on an ongoing basis. Roadway repair triggers federally mandated upgrades of any sidewalk curb ramps that may be touched by resurfacing to meet current Americans with Disabilities Act ("ADA") standards, and installation of new curb ramps. Curb-ramp installation or upgrade is also required under the ADA Transition Plan as a result of citizen requests or as a function of San Francisco Public Works stewardship of the public right-of-way.

This Directive addresses Public Works' Resurfacing and Curb Ramp Programs for roadway resurfacing and curb ramp construction activities. Upon the effective date of this Directive, Public Works staff and their contractors are authorized to carry out the resurfacing and curb ramp programs as described herein during the period from February 2017 to June 2022.

### 2. Project Description: Public Works Resurfacing and Curb Ramp Programs

The maintenance and repair work described in this Directive will continue a program of construction activities necessary to maintain City streets and sidewalks in good repair and maintain ADA standards for street facilities as required by law. These activities are as follows:

#### *Resurfacing of Existing Streets*

Street resurfacing will take place within the existing right-of-way, and is conducted for street segments of varying length. Work packages are typically between approximately 120 and approximately 360 days in duration, with specific construction at locations requiring three to fourteen days of work for preparation, placement, and curing (pending on the type of resurfacing method applied).

Street resurfacing activities range in scale from processes which simply apply a new layer of material to the existing street surface (micro-surfacing) to full rehabilitation of the street section; descriptions of the work are provided below.

Street resurfacing activities range in scale from processes which simply apply a new layer of material to the existing street surface (micro-surfacing) to full rehabilitation of the street section; descriptions of the work are provided below.

- **Surface Sealing:** This is the application of a thin layer of material composed of small rocks, emulsions and additives to the roadway surface; examples of industry-standard surface-seal techniques include micro-surfacing. Before surface sealing a roadway, weeds from cracks are removed, the cracks are sealed, existing pavement markings removed, utility castings protected and the roadway swept. This method is typically performed on streets showing minimal signs of surface distress.
- **Grinding and Paving with Localized Base Repairs:** Street base failures are identified and saw cut in a rectangular fashion, the street dug out to the subgrade, the subgrade compacted, and the new street base placed. The top layer of asphalt is then cold planed (ground down) for the entire roadway and then topped with a new asphalt wearing surface, typically placed by a paving machine. This method is typically performed on streets showing moderate signs of surface distress.
- **Complete Reconstruction:** The entire roadway and roadway base are removed. The subbase is compacted, and a new concrete street base is placed and topped with an asphalt wearing surface. The asphalt wearing surface is typically placed by a paving machine. This method is typically performed on streets showing signs of heavy surface distress.

For all resurfacing methods, utility castings such as manhole covers, catch basins, and similar street iron will be protected and will be adjusted to meet the new resurfaced street surface. The removal of rail lines is not covered by this directive. After resurfacing, pavement markings will be reapplied.

#### *Curb Ramp Installation*

Existing curb ramps or existing sidewalk and curbs at street crosswalks will be demolished, and new ADA-compliant curb ramps will be constructed or reconstructed, with new curb, gutter, sidewalk and minimally regraded roadway (to meet ADA requirements for traversability) as needed. Maximum depth of excavation for curb ramps alone is approximately eight inches. In some cases catch basins must be moved short distances horizontally (<10') or vertically (<1'), which also involves adjustment or replacement of the laterals into which they feed. Approximate depth of excavation in these cases is five feet and the maximum depth of excavation is the depth of sewer mains, approximately 12 feet. Work may extend horizontally up to eight feet into the street from the edge of the curb line. Other facilities in the immediate area of curb-ramp work, such as utility vaults, electrical cabinets, etc., may need to be adjusted vertically (< 6") or moved horizontally short distances (< 2'). Maximum depth of excavation for these adjustments is approximately two feet.

#### *Sidewalk Repair*

Sidewalk repair is provided through two programs (the As-Needed Sidewalk Inspection and Repair Program (SIRP) and the As-Needed Sidewalk Repair for Accelerated Sidewalk

Abatement Program (ASAP)) on an as-needed, work order basis at various locations throughout the City. Work comprises repair and reconstruction of existing concrete sidewalk, including curbs and curb ramps, to Public Works standard specifications. Work also includes the repair or replacement of small in-sidewalk facilities such as utility-boxes and utility-box covers, and may include tree and hedge trimming in order to facilitate repairs. Maximum depth of soil disturbance for these activities is two feet.

#### *Emergency Subsidewalk Basement Repair*

Work at locations where subsidewalk basements have previously been identified is excluded from this directive. Public Works will conduct due-diligence reviews to prevent, to the extent practicable, that any work be done under this directive that impacts subsidewalk basements. These reviews will include:

- Record requests to Department of Building Inspection
- Review of Sanborn maps
- Review of Bureau of Street Use and Mapping mapping, which identifies known subsidewalk basements and suspected-sidewalk basement locations
- Mail distribution of surveys
- Engineering inspection of existing sidewalks for indicators of the presence of subsidewalk basements, which may include vaults, vents, changes in sidewalk grade, light prisms, and elevators

In the event that previously unidentified subsidewalk basements are inadvertently breached during construction, or if it is discovered during the course of construction that a structurally unsafe condition exists under the sidewalk or roadway as a consequence of the presence of subsidewalk basements, this will be repaired and work will proceed to its conclusion. This emergency-repair work will comprise construction of new subsurface structural support for replacement sidewalk and/or roadway surface and repair as needed of the basement ceiling.

#### *Sidewalk Planting Areas/Tree Protection*

Installation of curb ramps may require the use of small areas of existing landscaped areas adjacent to the construction area. No trees may be removed under this directive, and no more than the minimum of landscaped area needed to construct an ADA-compliant curb ramp will be used for construction.

If trimming of roots greater than 2-inches in diameter is necessary during the course of construction, a licensed arborist possessing a valid specialty class C61-D49 Contractor's License shall supervise the trimming of such roots. Pruning of trees shall be performed in conformance with the City of San Francisco Pruning Standards for Trees (June 27, 2006) (available at [http://sfdpw.org/sites/default/files/FileCenter/Documents/234-SF\\_Pruning\\_Std\\_6.27approved.pdf](http://sfdpw.org/sites/default/files/FileCenter/Documents/234-SF_Pruning_Std_6.27approved.pdf)) and under the supervision of the qualified arborist. This is consistent with Mitigation Measure M-AE-1, Tree Root Protection, of the Better Streets Mitigated Negative Declaration (see Attachment A).

### *Archaeological Resources*

The Accidental Discovery archeological mitigation measure shall apply to any soils disturbing activities below a depth of two (2) feet below grade surface (bgs), except within the Hispanic Period Archeological District (see Attachment B), where the Archeological Monitoring mitigation measure shall apply (see Attachment A).

### *Historic Resources*

Projects shall aim to avoid damaging or the removal of historic or potentially historic sidewalk elements such as brick surfacing, brick gutters, granite curbs, cobblestones and non-standard sidewalk scoring, streetlights, sidewalk lights, sidewalk elevators and chutes, benches, and utility plates. Attachment C identifies Article 10 and 11 landmark and conservation historic districts in San Francisco. For any work in this area involving sidewalk elements such as brick surfacing, brick gutters, granite curbs, cobblestones and non-standard sidewalk scoring, streetlights, sidewalk lights, sidewalk elevators and chutes, benches, and utility plates, the project manager must coordinate with the Design and Engineering Regulatory Affairs Section Manager to submit Attachment D, the Historic Resources Screening Request. For some projects an Administrative Certificate of Appropriateness or a Minor Permit to Alter may be required and will be determined as part of the screening process. For those locations, historic materials will either be salvaged and re-installed or replaced in-kind to match the existing color, texture, material, and character of the existing condition. These locations and specific strategies will be determined during the design development phase. For projects in the remaining areas of the City, sidewalk elements such as brick surfacing, brick gutters, granite curbs, cobblestones and non-standard sidewalk scoring, streetlights, sidewalk lights, sidewalk elevators and chutes, benches, and utility plates should be protected from project activities or salvaged and reinstalled. If replacement in kind or removal is required the project manager must coordinate with the Design and Engineering Regulatory Affairs Section Manager to submit Attachment D, the Historic Resources Screening Request. Removal of any features without replacement is explicitly not covered by this directive.

### *Hazardous Materials*

Attachment E identifies areas of known contamination in San Francisco ("Maher Zone"). Any project involving disturbance of 50 cubic yards or more of soil is subject to Health Code Section 22A (the "Maher Ordinance"). See Attachment F, and submit the Maher Ordinance Screening Request to the Public Works Site Assessment & Remediation Regulatory Affairs Manager. Small areas of soil disturbance are associated with each location for curb ramp construction. Areas of temporary excavation will be backfilled with excavated native material. Small amounts of surplus material may be generated by locations where no ramps currently exist. The project will be screened by San Francisco, and construction specifications provided as needed for compliance.

### **3. Roles & Responsibilities**

The responsibility to implement the measures specified by this Directive rests with each Project Manager in the Resurfacing and Curb Ramp Programs. The following Public Works staff have responsibility for ensuring compliance with this Directive:

- The Resurfacing and Curb Ramp Program Managers, the Central Operations Assistant Manager, and Project Managers for the four programs are responsible, through regular coordination with the Design and Engineering Regulatory Affairs Section Manager, for ensuring that current regulatory- and environmental-compliance information necessary for the implementation of Measures is conveyed to Public Works staff.
- The Streets and Highways Section Manager and the Central Operations Manager are responsible for assuring that his or her staff are aware of this Directive and that the final design and construction of all projects addressed by this Directive incorporates the Measures.
- The Design and Engineering Regulatory Affairs Section Manager is responsible for ongoing evaluation of the general work program and task-specific or site-specific conditions to identify applicable regulatory and environmental requirements; and, through the existing Public Works Quality Control/Quality Assurance process, ensure that the Measures are properly incorporated into final designs.

## **ATTACHMENT A – MITIGATION MEASURES**

### **Mitigation Measure M-AE-1: Tree Root Protection**

If trimming of roots greater than two inches in diameter is necessary during construction of the project, a qualified arborist would be on site during construction to ensure that trimming does not cause an adverse impact to the trees. Pruning would be done using a Vermeer root pruning machine (or equivalent) to sever the uppermost 12 inches of the soil profile. Roots would be pruned approximately 12 to 20 linear inches back (toward tree trunks) from the face of the proposed excavation.

### **Mitigation Measure Cul-1: Archeological Resources - Accidental Discovery**

The following archeological mitigation measure shall apply to any soils disturbing activities resulting from the Proposed Project excepting soils disturbing activities below a depth of two (2) feet below grade surface (bgs) within the Hispanic Period Archeological District. The following mitigation measure is required to avoid any potential adverse effect from the proposed project on accidentally discovered buried or submerged historical resources as defined in *CEQA Guidelines* Section 15064.5(a)(c). The project sponsor shall distribute the Planning Department archeological resource "ALERT" sheet to the project prime contractor; to any project subcontractor (including demolition, excavation, grading, foundation, pile driving, etc. firms); or utilities firm involved in soils disturbing activities within the project site. Prior to any soils disturbing activities being undertaken each contractor is responsible for ensuring that the "ALERT" sheet is circulated to all field personnel including, machine operators, field crew, pile drivers, supervisory personnel, etc. The project sponsor shall provide the Environmental Review Officer (ERO) with a signed affidavit from the responsible parties (prime contractor, subcontractor(s), and utilities firm) to the ERO confirming that all field personnel have received copies of the Alert Sheet. Should any indication of an archeological resource be encountered during any soils disturbing activity of the project, the project Head Foreman and/or project sponsor shall immediately notify the ERO and shall immediately suspend any soils disturbing activities in the vicinity of the discovery until the ERO has determined what additional measures should be undertaken. If the ERO determines that an archeological resource may be present within the project site, the project sponsor shall retain the services of a qualified archeological consultant. The archeological consultant shall advise the ERO as to whether the discovery is an archeological resource, retains sufficient integrity, and is of potential scientific/historical/cultural significance. If an archeological resource is present, the archeological consultant shall identify and evaluate the archeological resource. The archeological consultant shall make a recommendation as to what action, if any, is warranted. Based on this information, the ERO may require, if warranted, specific additional measures to be implemented by the project sponsor. Measures might include: preservation in situ of the archeological resource; an archaeological monitoring program; or an archeological testing program. If an archeological monitoring program or archeological testing program is required, it shall be consistent with the Environmental Planning division guidelines for such programs. The ERO may also require that the project sponsor immediately implement a site security program if the archeological resource is at risk from vandalism, looting, or other damaging actions.

*Human Remains, Associated or Unassociated Funerary Objects.* The treatment of human remains and of associated or unassociated funerary objects discovered during any soils disturbing activity shall comply with applicable State and Federal Laws, including immediate notification of the Coroner of the City and County of San Francisco and in the event of the Coroner's determination that the human remains are Native American remains, notification of the California State Native American Heritage Commission (NAHC) who shall appoint a Most Likely Descendant (MLD) (Pub. Res. Code Sec. 5097.98). The archeological consultant, project sponsor, ERO and MLD shall make all reasonable efforts to develop an

agreement for the treatment of, with appropriate dignity, human remains and associated or unassociated funerary objects (CEQA Guidelines, Sec. 15064.5(d)). The agreement should take into consideration the appropriate excavation, removal, recordation, analysis, curation, possession, and final disposition of the human remains and associated or unassociated funerary objects.

The project archeological consultant shall submit a Final Archeological Resources Report (FARR) to the ERO that evaluates the historical significance of any discovered archeological resource and describing the archeological and historical research methods employed in the archeological monitoring/data recovery program(s) undertaken. Information that may put at risk any archeological resource shall be provided in a separate removable insert within the final report.

Copies of the Draft FARR shall be sent to the ERO for review and approval. Once approved by the ERO, copies of the FARR shall be distributed as follows: California Archaeological Site Survey Northwest Information Center (NWIC) shall receive one (1) copy and the ERO shall receive a copy of the transmittal of the FARR to the NWIC. The E division of the Planning Department shall receive three copies of the FARR along with copies of any formal site recordation forms (CA DPR 523 series) and/or documentation for nomination to the National Register of Historic Places/California Register of Historical Resources. In instances of high public interest or interpretive value, the ERO may require a different final report content, format, and distribution than that presented above.

**Mitigation Measure CUL-2: Archeological Monitoring: Hispanic Period Archeological District**

The following archeological mitigation measure shall apply to any soils disturbing activities below a depth of two (2) feet below grade surface (bgs) resulting from the Proposed Project within the Hispanic Period Archeological District.

Based on the reasonable potential that archeological resources may be present within the project site, the following measures shall be undertaken to avoid any potentially significant adverse effect from the proposed project on buried or submerged historical resources. The project sponsor shall retain the services of a qualified archeological consultant having expertise in California prehistoric and urban historical archeology. The archeological consultant shall undertake an archeological monitoring program. All plans and reports prepared by the consultant as specified herein shall be submitted first and directly to the ERO for review and comment, and shall be considered draft reports subject to revision until final approval by the ERO. Archeological monitoring and/or data recovery programs required by this measure could suspend construction of the project for up to a maximum of four weeks. At the direction of the ERO, the suspension of construction can be extended beyond four weeks only if such a suspension is the only feasible means to reduce to a less than significant level potential effects on a significant archeological resource as defined in CEQA Guidelines Sect. 15064.5 (a)(c).

*Archeological monitoring program (AMP).* The archeological monitoring program shall minimally include the following provisions:

- The archeological consultant, project sponsor, and ERO shall meet and consult on the scope of the AMP reasonably prior to any project-related soils disturbing activities commencing. The ERO in consultation with the project archeologist shall determine what project activities shall be archeologically monitored. In most cases, any soils disturbing activities, such as demolition, foundation removal, excavation, grading, utilities installation, foundation work, driving of piles (foundation, shoring, etc.), site remediation, etc., shall require archeological monitoring because



of the potential risk these activities pose to archaeological resources and to their depositional context;

- The archeological consultant shall advise all project contractors to be on the alert for evidence of the presence of the expected resource(s), of how to identify the evidence of the expected resource(s), and of the appropriate protocol in the event of apparent discovery of an archeological resource;
- The archaeological monitor(s) shall be present on the project site according to a schedule agreed upon by the archeological consultant and the ERO until the ERO has, in consultation with the archeological consultant, determined that project construction activities could have no effects on significant archeological deposits;
- The archeological monitor shall record and be authorized to collect soil samples and artifact actual/ecof actual material as warranted for analysis;
- If an intact archeological deposit is encountered, all soils disturbing activities in the vicinity of the deposit shall cease. The archeological monitor shall be empowered to temporarily redirect demolition/excavation/pile driving/construction crews and heavy equipment until the deposit is evaluated. If in the case of pile driving activity (foundation, shoring, etc.), the archeological monitor has cause to believe that the pile driving activity may affect an archeological resource, the pile driving activity shall be terminated until an appropriate evaluation of the resource has been made in consultation with the ERO. The archeological consultant shall immediately notify the ERO of the encountered archeological deposit. The archeological consultant shall, after making a reasonable effort to assess the identity, integrity, and significance of the encountered archeological deposit, present the findings of this assessment to the ERO.

If the ERO in consultation with the archeological consultant determines that a significant archeological resource is present and that the resource could be adversely affected by the proposed project, at the discretion of the project sponsor either:

C) The proposed project shall be re-designed so as to avoid any adverse effect on the significant archeological resource; or

D) An archeological data recovery program shall be implemented, unless the ERO determines that the archeological resource is of greater interpretive than research significance and that interpretive use of the resource is feasible.

If an archeological data recovery program is required by the ERO, the archeological data recovery program shall be conducted in accord with an archeological data recovery plan (ADRP). The project archeological consultant, project sponsor, and ERO shall meet and consult on the scope of the ADRP. The archeological consultant shall prepare a draft ADRP that shall be submitted to the ERO for review and approval. The ADRP shall identify how the proposed data recovery program will preserve the significant information the archeological resource is expected to contain. That is, the ADRP will identify what scientific/historical research questions are applicable to the expected resource, what data classes the resource is expected to possess, and how the expected data classes would address the applicable research questions. Data recovery, in general, should be limited to the portions of the historical

property that could be adversely affected by the proposed project. Destructive data recovery methods shall not be applied to portions of the archeological resources if nondestructive methods are practical.

The scope of the ADRP shall include the following elements:

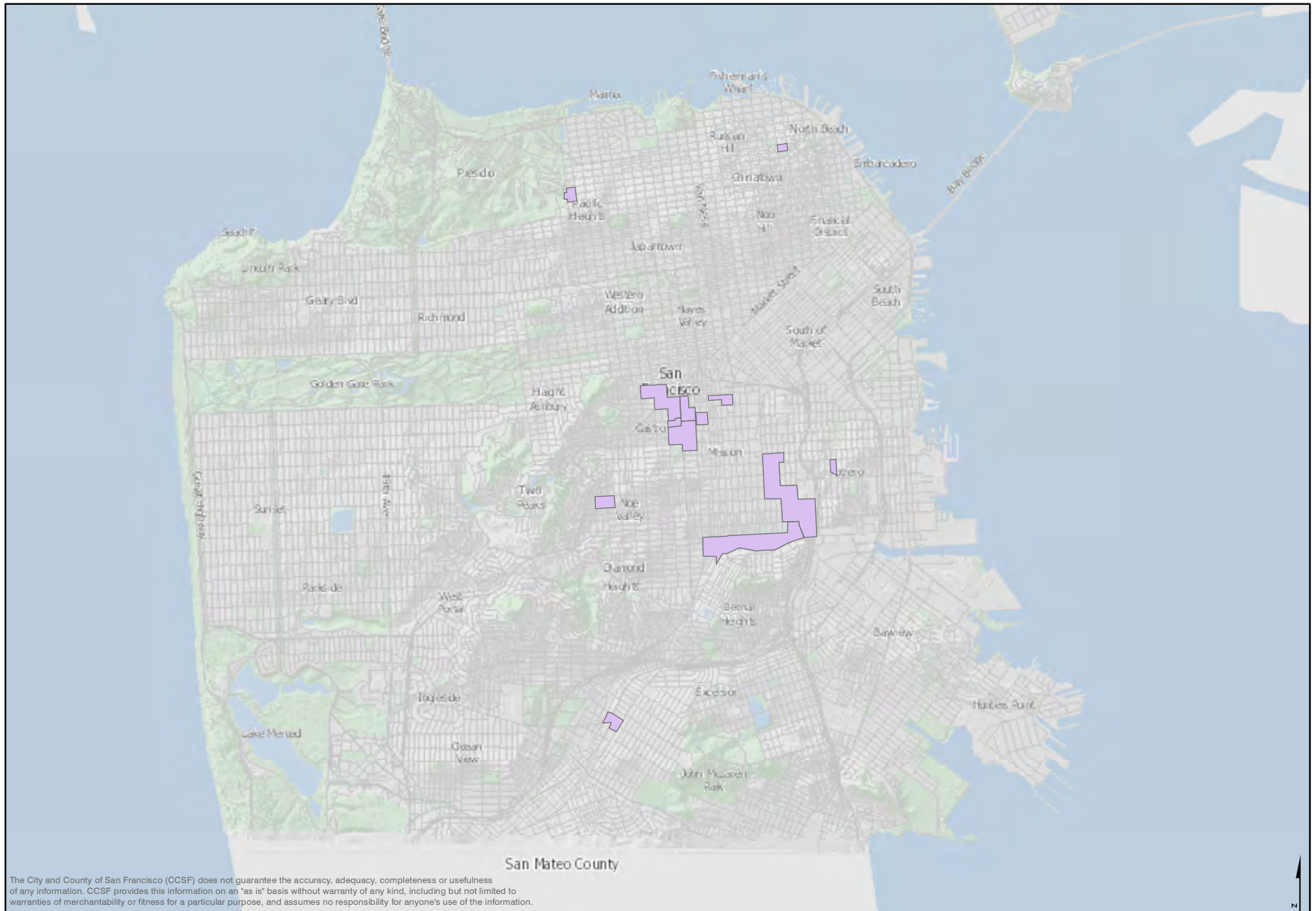
- *Field Methods and Procedures.* Descriptions of proposed field strategies, procedures, and operations.
- *Cataloguing and Laboratory Analysis.* Description of selected cataloguing system and artifact analysis procedures.
- *Discard and Deaccession Policy.* Description of and rationale for field and post-field discard and deaccession policies.
- *Interpretive Program.* Consideration of an on-site/off-site public interpretive program during the course of the archeological data recovery program.
- *Security Measures.* Recommended security measures to protect the archeological resource from vandalism, looting, and non-intentionally damaging activities.
- *Final Report.* Description of proposed report format and distribution of results.
- *Curation.* Description of the procedures and recommendations for the curation of any recovered data having potential research value, identification of appropriate curation facilities, and a summary of the accession policies of the curation facilities.

*Human Remains, Associated or Unassociated Funerary Objects.* The treatment of human remains and of associated or unassociated funerary objects discovered during any soils disturbing activity shall comply with applicable State and Federal Laws, including immediate notification of the of the Draft FARR shall be sent to the ERO for review and approval. Once approved by the ERO copies of the FARR shall be distributed as follows: California Archaeological Site Survey Northwest Information Center (NWIC) shall receive one (1) copy and the ERO shall receive a copy of the transmittal of the FARR to the NWIC. The Environmental Planning division of the Planning Department shall receive three copies of the FARR along with copies of any formal site recordation forms (CA DPR 523 series) and/or documentation for nomination to the National Register of Historic Places/California Register of Historical Resources. In instances Coroner of the City and County of San Francisco and in the event of the Coroner's determination that the human remains are Native American remains, notification of the California State Native American Heritage Commission (NAHC) who shall appoint a Most Likely Descendant (MLD) (Pub. Res. Code Sec. 5097.98). The archeological consultant, project sponsor, ERO, and MLD shall make all reasonable efforts to develop an agreement for the treatment of, with appropriate dignity, human remains and associated or unassociated funerary objects (CEQA Guidelines. Sec. 15064.5(d)). The agreement should take into consideration the appropriate excavation, removal, recordation, analysis, curation, possession, and final disposition of the human remains and associated or unassociated funerary objects.

*Final Archeological Resources Report.* The archeological consultant shall submit a Draft Final Archeological Resources Report (FARR) to the ERO that evaluates the historical significance of any discovered archeological resource and describes the archeological and historical research methods employed in the archeological testing/monitoring/data recovery program(s) undertaken. Information that may put at risk any archeological resource shall be provided in a separate removable insert within the draft final report.

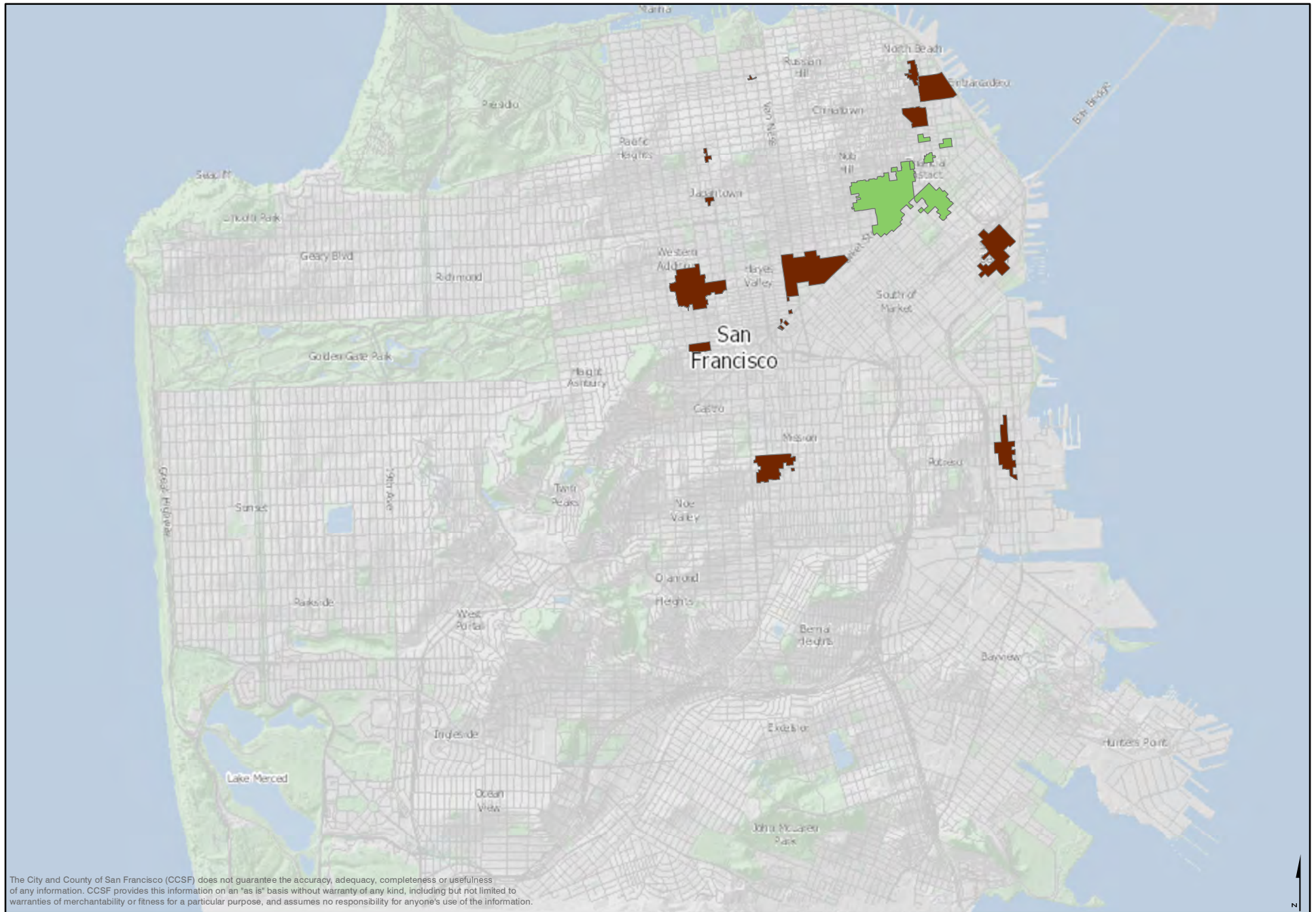
Copies of the Draft FARR shall be sent to the ERO for review and approval. Once approved by the ERO copies of the FARR shall be distributed as follows: California Archaeological Site Survey Northwest Information Center (NWIC) shall receive one (1) copy and the ERO shall receive a copy of the transmittal of the FARR to the NWIC. The Environmental Planning division of the Planning Department shall receive three copies of the FARR along with copies of any formal site recordation forms (CA DPR 523 series) and/or documentation for nomination to the National Register of Historic Places/California Register of Historical Resources. In instances of high public interest or interpretive value, the ERO may require a different final report content, format, and distribution than that presented above.

# Attachment B - Hispanic Period Archeological District

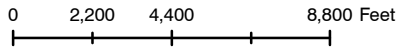


The City and County of San Francisco (CCSF) does not guarantee the accuracy, adequacy, completeness or usefulness of any information. CCSF provides this information on an "as is" basis without warranty of any kind, including but not limited to warranties of merchantability or fitness for a particular purpose, and assumes no responsibility for anyone's use of the information.

# Attachment C - Historic Districts



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## **Attachment D - Historic Resource Screening Request**

### **From San Francisco Public Works to San Francisco Planning Department**

Date:

Public Works Project Manager:

Project Name or Address:

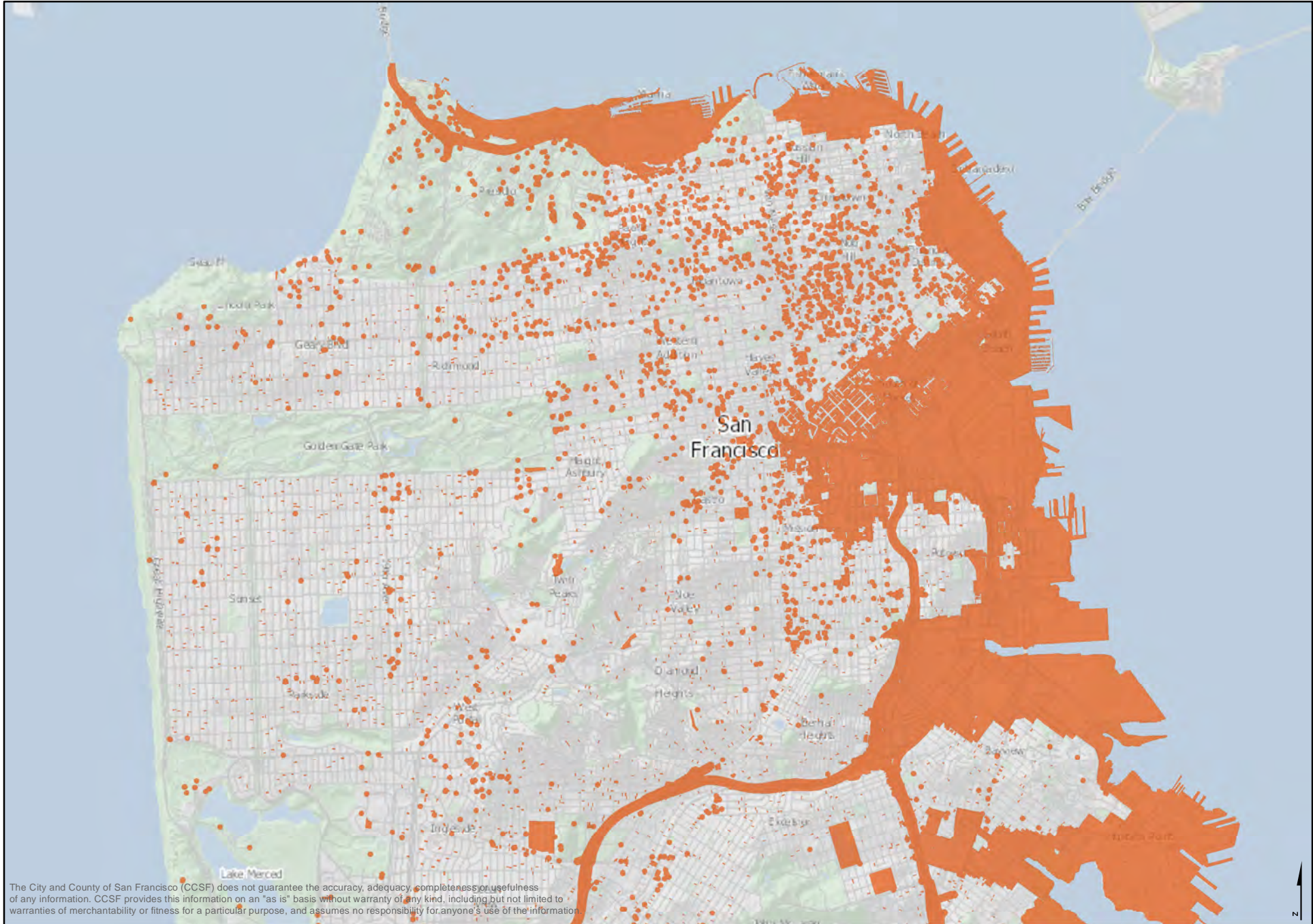
#### **PROJECT INFORMATION**

Please include the following:

- Detailed plans clearly indicating what is being retained, salvaged and restored, or replaced in kind. Whenever possible, including details showing existing and replacement items.
- Short project description identifying items that are being salvaged and restored, including any information on a salvage plan, and identification of items that are being replaced with detailed description on if they are being replaced in kind or not.
- Identification of known historical resources within or adjacent to project areas.

#### **SAN FRANCISCO PLANNING DEPARTMENT PRESERVATION PLANNER CONCLUSIONS AND RECOMMENDATIONS**

# Attachment E - Areas of Known Contamination ("Maher Zone")



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0 2,300 4,600 9,200 Feet

# Attachment F

## Maher Ordinance Screening Request

For a project to which you have been assigned as a Public Works project manager, complete the top of this form and submit to SAR, with plan showing the limits of excavation and of known Maher locations in the work area.

Project Name: \_\_\_\_\_ JO# \_\_\_\_\_ Date submitted: \_\_\_\_\_

Submitted by: \_\_\_\_\_ Date requested by (minimum of 20 working days): \_\_\_\_\_

Describe the general project scope, and give details of ground-disturbing activities:

Describe the project location(s). For work in parcels, provide street addresses. For work in the public right-of-way, provide street addresses for the beginning and ends of each street segment in which work will be done:

Estimated volume of excavated native material or earthen fill that the project will generate:  yd<sup>3</sup> Does the project require a building or grading permit from DBI? Yes  No

### FOR SITE ASSESSMENT & REMEDIATION USE

SA&R: Complete this section, initial, and forward to Project Manager and Regulatory Affairs Manager:

Date returned to PM: \_\_\_\_\_ Initial: \_\_\_\_\_ Date forwarded to RA: \_\_\_\_\_ Initial: \_\_\_\_\_

- Project does not meet excavation-volume threshold and/or intersect with a known Maher site. Maher does not apply.
- Project does not require a building or grading permit from the Department of Building Inspection. This includes all projects for the repair and replacement ("R&R") of existing structures in the public right-of-way for end-of-life replacement and/or to address structural inadequacies found during regular inspection. Per Health Code §22A.3 and Building Code §106A.2.4, the Maher Ordinance does not apply.
- Project does not require a building or grading permit and Maher does not apply, but the project will require construction specifications for protection for workers and the public, and for hazardous-materials handling and disposal to meet state and federal regulatory requirements. Please budget an estimated \$\_\_\_\_\_ for specification development.
- Project requires a building permit and/or grading permit and will bring to the surface 50 or more cubic yards of native material or earthen fill. A Maher application is required. Please budget an initial \$\_\_\_\_\_ in SFPH fees. We anticipate that the following will also be required:
  - Site history (Phase I ESA).
  - Phase II / Phase II workplan.
    - With site mitigation plan.
    - With site mitigation report/  
Environmental inspection.

Recommended by: \_\_\_\_\_

Signature

Print Name

Date



To complete this form, you will need the following information:

You will need to know that approximate total amount of excavated earth and earthen fill your project will bring to the surface, both permanent excavation and excavation that later will be backfilled. The key to whether or not activities add to your Maher total is whether or not the material brought up is earth or earthen fill -- roadway base, for example, does not count -- and whether or not it is brought to the surface -- pile driving does not count, but the spoils of holes drilled for piles will.

The easiest way to arrive at an approximate total is to classify excavations by type. For example, your project may have 12 pole footings, and two linear trenches. Each footing requires excavation of an area approximately 5' x 5' to a depth of 5'. There are 12 of these, so  $5' \times 5' \times 5' \times 12 = 1,500$  ft<sup>3</sup>. For the trenches, one is 10' deep, 5' wide, and 40' long, and the other is 8' deep, 5' wide, and 20' long. This would be  $(10' \times 5' \times 40') + (8' \times 5' \times 20') = 2,800$  ft<sup>3</sup>. Together, the total excavation for Maher is about 150 yd<sup>3</sup>, which would go over the 50 yd<sup>3</sup> limit that triggers Maher screening.

You'll need to provide a brief description of your project. Provide a general scope of your project (whether it is a streetscape project, a building-rehabilitation project, etc.) and provide details on the construction activities that will disturb the soil. For example, discuss the pole footings and the excavation that will accompany their construction. Provide identifiable project location(s). If your project is on a parcel, give the project address. If the project is in the public right-of-way, give, at a minimum, the street addresses at the beginning and end of each street segment. If the project is on a large public parcel (such as a park/open space), give enough information so that the location can clearly be identified.

You will need to provide mapping of your excavations with the Maher mapping overlain in order to facilitate SAR's presentation of your project information to San Francisco Public Health (SFPH), who oversee Maher compliance. Present the layers of your plans that contain the bulk of your excavation activities, and overlay the Maher Map. Maher mapping in GIS and DWG form can be found on the Public Works GIS server at \\dpwhyd1\boe5m\sfgGeology\MaherSitesAndBlocks. (You may have \\dpwhyd1\boe5m mapped as the K: drive.)

Email this mapping along with the filled-out (top section only) digital version of the PDF form to the Site Assessment and Remediation (SAR) section. SAR will respond (after a minimum of 20 working days) with an assessment of whether or not your project requires further action, and what this action will be.

**SAR: Stanley DeSouza <stanley.desouza@sfdpw.org>**

**Regulatory Affairs: Boris Deunert <boris.deunert@sfdpw.org>**