

File No. 251232

Committee Item No. 7  
Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Land Use and Transportation  
Board of Supervisors Meeting:

Date: January 26, 2026  
Date: \_\_\_\_\_

#### Cmte Board

- |                                     |                          |                                                     |
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| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Motion</b>                                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <b>Resolution</b>                                   |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Ordinance</b>                                    |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Legislative Digest</b>                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Budget and Legislative Analyst Report</b>        |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Youth Commission Report</b>                      |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Introduction Form</b>                            |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Department/Agency Cover Letter and/or Report</b> |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>MOU</b>                                          |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Grant Information Form</b>                       |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Grant Budget</b>                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Subcontract Budget</b>                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Contract / DRAFT Mills Act Agreement</b>         |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Form 126 – Ethics Commission</b>                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Award Letter</b>                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Application</b>                                  |
| <input type="checkbox"/>            | <input type="checkbox"/> | <b>Public Correspondence</b>                        |

#### OTHER

- |                                     |                          |                                         |
|-------------------------------------|--------------------------|-----------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Agreement – January 8, 1974</u>      |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Referral FYI – December 19, 2025</u> |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____                                   |
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Prepared by: John Carroll  
Prepared by: \_\_\_\_\_  
Prepared by: \_\_\_\_\_

Date: January 22, 2026  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_

1 [Amending Street Encroachment Permit Terms - Maiden Lane]

2

3 **Resolution amending the street encroachment permit terms for Maiden Lane regarding**  
4 **the designated permittee and permissible activities; amending and rescinding the**  
5 **Board of Supervisors' authorization for the street closure of Maiden Lane between**  
6 **Stockton and Kearny Streets and urging the San Francisco Municipal Transportation**  
7 **Agency Board of Directors to modify the street closure hours for such streets; and**  
8 **authorizing the Public Works Director to finalize a modified street encroachment permit**  
9 **for Maiden Lane.**

10

11 WHEREAS, Since 1953, the City and County of San Francisco has partnered with the  
12 Maiden Lane Association and its successor, the Union Square Association, to create a  
13 promenade on Maiden Lane between Stockton and Kearny Streets for the enjoyment of  
14 residents and visitors and to stimulate business activity in the area; and

15 WHEREAS, The promenade was created through the closure of Maiden Lane to  
16 vehicular traffic and the placement and removal of tables and chairs on certain days and  
17 hours pursuant to Board of Supervisors Resolutions that have been periodically updated to  
18 adapt to changed conditions and community needs, and pursuant to a Street Encroachment  
19 Permit and associated Street Encroachment Agreement, dated January 8, 1974 (the "Street  
20 Encroachment Permit"); and

21 WHEREAS, The Maiden Lane Association merged with the Union Square Association  
22 in 1998; and

23 WHEREAS, In 2005, the Board of Supervisors by Resolution No. 80-05 changed the  
24 Street Encroachment Permit permittee from the Maiden Lane Association to the Union Square  
25 Association; and

1            WHEREAS, Resolution No. 80-05 and the abovementioned Street Encroachment  
2    Permit are on file with the Clerk of the Board of Supervisors in File No. 041759 and  
3    incorporated herein by reference; and

4            WHEREAS, The Union Square Association was dissolved in 2010, and its programs  
5    and assets were merged into the Union Square Business Improvement District, also known as  
6    the Union Square Alliance; and

7            WHEREAS, Pursuant to the Charter, Section 8A.102, the San Francisco Municipal  
8    Transportation Agency (“MTA”) now has the authority to approve street closures in San  
9    Francisco for various purposes, including longer-term or permanent changes; and

10          WHEREAS, The Board of Supervisors acknowledges the MTA’s authority over the  
11    days and hours of street closure to vehicular traffic for Maiden Lane and urges the MTA Board  
12    of Directors to take action to modify the current hours of closure consistent with the request of  
13    the Union Square Alliance; and

14          WHEREAS, The Board of Supervisors desires to modify the revocable permission  
15    granted under the Street Encroachment Permit for Maiden Lane to designate the Union  
16    Square Alliance as the new permittee; and

17          WHEREAS, The Board intends that the scope of activation authorized under the Street  
18    Encroachment Permit during the hours of closure include: the responsibility to open and close  
19    the gates at the intersections along Maiden Lane; the requirement to post signs on the gates  
20    with the hours of closure; and the ability to place and remove the café table and chairs and  
21    other temporary physical elements and amenities; and

22          WHEREAS, The Board also intends to authorize the following range of activities to the  
23    extent permissible under the Municipal Code and subject to the Permittee’s need to obtain  
24    any other required City permits for the activities or encroachments:

25

- (1) Mobile Food Facilities, as defined in the Public Works Code, on Maiden or in close proximity to its intersections with adjacent streets;
  - (2) Tables and chairs;
  - (3) String lights; and
  - (4) Temporary improvements related to activation, including but not limited to:
    - A. Canopies and event tents;
    - B. A stage;
    - C. DJ equipment;
    - D. Moveable planters;
    - E. Sports equipment;
    - F. Artificial turf; and
    - G. Dance and event flooring; and

WHEREAS, The Board intends to delegate authority to the Public Works Director to

finalize the terms of the modified Street Encroachment Permit and the associated Street Encroachment Agreement so that it is consistent with the terms and provisions of Public Works 2025 standard agreement, including its provisions on notification, monitoring, insurance, and indemnity, and to add reasonable conditions within the Director's discretion, for the anticipated use of Maiden Lane by the Permittee and the public during the hours when Maiden Lane is closed to vehicular traffic; and

WHEREAS, In furtherance of the Board's delegated authority to modify the Street

Encroachment Permit, the Public Works Director shall consult with all affected City departments, including the MTA, Fire Department, and City Attorney's Office, prior to approving and issuing the modified Permit: now, therefore, be it

RESOLVED, That, in recognition of the MTA's Charter authority over street closures,

the Board of Supervisors rescinds the provisions of Resolution No. 80-05 authorizing the days

1 and hours of street closure on Maiden Lane between Stockton and Kearny Streets and urges  
2 the MTA Board of Directors to modify the closure hours consistent with the request of the  
3 Union Square Alliance, which is: daily from 10 a.m. to 10 p.m.; and, be it

4 FURTHER RESOLVED, That this Resolution's rescission of the hours for vehicular  
5 closure of Maiden Lane shall not be effective unless and until the MTA Board adopts new  
6 hours of vehicular closure; and, be it

7 FURTHER RESOLVED, That the Board of Supervisors amends Resolution No. 80-05  
8 to designate the Union Square Alliance as the Permittee for the Maiden Lane Street  
9 Encroachment Permit; and, be it

10 FURTHER RESOLVED, That the Board of Supervisors hereby delegates authority to  
11 the Public Works Director to finalize the terms of the modified Street Encroachment Permit  
12 and the associated Street Encroachment Agreement so that it is consistent with the terms and  
13 provisions of Public Works 2025 standard agreement, including its provisions on notification,  
14 monitoring, insurance, and indemnity, and to add reasonable conditions within the Director's  
15 discretion, for the anticipated use of the Maiden Lane by Permittee and the public during the  
16 hours when Maiden Lane is closed to vehicular traffic; and, be it

17 FURTHER RESOLVED, As part of the modified Street Encroachment Permit, the  
18 Board of Supervisors determines that the scope of activation authorized under the Street  
19 Encroachment Permit during the hours of closure shall include: the responsibility to open and  
20 close the gates at the intersections along Maiden Lane; the requirement to post signs on the  
21 gates with the hours of closure; the ability to place and remove the café table and chairs and  
22 other temporary physical elements and amenities; and the range of authorized activities  
23 described above to the extent permissible under the Municipal Code and subject to the  
24 Permittee's need to obtain any other required City permits for the activities or encroachments;  
25 and, be it

1           FURTHER RESOLVED, As a condition of this delegated authority to modify the Street  
2 Encroachment Permit, the Board of Supervisors directs the Public Works Director to consult  
3 with all affected City departments, including the MTA, Fire Department, and City Attorney's  
4 Office, prior to approving and issuing the modified Permit to ensure that the authorized  
5 activities are consistent with the Municipal Code and any applicable City regulations; and, be  
6 it

7           FURTHER RESOLVED, That the Board of Supervisors further directs the Public Works  
8 Director to ensure completion of all steps that the Board generally requires as conditions  
9 precedent to finalizing and recording a street encroachment permit in accordance with Public  
10 Works Code, Sections 786 et seq., including the Permittee's providing the City with proof of  
11 insurance, determining that no City facilities will be damaged by the encroachments, and  
12 finding that no City department shall incur any unreimbursed costs associated with the Street  
13 Encroachment Permit and its associated activities; and, be it

14           FURTHER RESOLVED, That to the extent any provision or part of Resolution  
15 No. 80-05 conflicts with this Resolution, that provision or part is hereby rescinded; and, be it

16           FURTHER RESOLVED, That within 30 days after the Street Encroachment Permit and  
17 Agreement for Maiden Lane are approved and issued, the Public Works Director shall submit  
18 a copy of the Permit and associated Agreement to the Clerk of the Board of Supervisors to be  
19 placed in the file for this Resolution.

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**GENERAL PROVISIONS**

The permittee or permittees, referred to hereinafter as Permittees, agree that:

1. The Permittees will hold the City and County of San Francisco and its officers and employees harmless from, and will indemnify them against all tort claims, tort liability, and tort loss, and in particular from and against all such claims, liability, and loss predicated on active or passive negligence of the City and County of San Francisco, resulting directly or indirectly from the installation or maintenance of the encroachment permitted by the resolution noted on the face of this agreement. This hold harmless obligation shall not terminate until the encroachment referred to in said resolution has been removed and the area restored to a condition satisfactory to the Department of Public Works.
2. The Permittees will, at their own cost and expense, maintain in full force and effect an insurance policy or policies issued by an insurance company or companies satisfactory to the City's Controller and written by an insurance company or companies having a policyholders surplus as shown on the face of this agreement. Policy or policies shall afford liability insurance covering all operations, including but not limited to premises (definition of "premises" to be expanded to include this encroachment), products, personal injuries and automobiles and injury to property for single limit of not less than the amount shown on the face of this agreement applying to bodily injuries, personal injuries and property damage or a combination of such injuries. Said policy or policies shall be expanded to include contractual liability assumed under this agreement with respect to bodily injuries, personal injuries and property damage. Said policy or policies shall include City and County of San Francisco and its officers and employees jointly and severally as additional insured and shall apply as primary insurance and shall stipulate that no other insurance effected by the City and County of San Francisco will be called on to contribute to a loss covered hereunder. Said policy or policies shall provide thirty (30) days notice to Controller, City and County of San Francisco, Room 109, City Hall, if the policy or policies should be cancelled or materially changed. The permission granted by said resolution shall automatically terminate upon the termination of such insurance. Upon such termination the undersigned Permittees, their heirs and assigns, shall forthwith remove, or cause to be removed, the encroachment permitted by said resolution and all materials used in connection with its construction, without expense to the City and County of San Francisco, and shall restore the area to a condition satisfactory to the Department of Public Works. "Personal injuries", as used herein, shall include wrongful death.
3. The permission granted by said resolution is merely a revocable license. The Board of Supervisors may revoke said permission at will, and, upon the revocation thereof, the undersigned Permittees, their heirs and assigns, will within 30 days after written notification of the revocation of said permission, remove or cause to be removed the encroachment permitted by said resolution and all materials used in connection with its construction without expense to the City and County of San Francisco, and shall restore the area to a condition satisfactory to the Department of Public Works.

100-100-100-100

CITY AND COUNTY OF SAN FRANCISCO  
DEPARTMENT OF PUBLIC WORKS

## STREET ENCROACHMENT AGREEMENT

In consideration of the adoption by the Board of Supervisors of The City and County of San Francisco of Resolution No. 424-73, at its meeting of 1-18-73, a true copy of which is attached hereto marked Exhibit A, and by this reference incorporated herein and subject to all the terms, conditions, and restrictions printed as General Provisions on the back of this agreement also by reference incorporated herein, the undersigned Maiden Lane Association

for themselves, their heirs, and assigns (hereinafter referred to as Permittees), agree that in accordance with the General Provision and Exhibit A:

1. The permitted encroachment will be covered by an insurance policy as described in the General Provisions, of not less than \$1,000,000, issued by a single insurance company having a policyholders surplus of at least \$10,000,000, or if insurance is written by more than one company each company shall have policyholders surplus of at least ten times the amount insured.

2. All of the provisions of this agreement and General Provisions shall be deemed provisions of said resolution. All of the provisions of said resolution shall be deemed provisions of this agreement and General Provisions.

In witness whereof the undersigned Permittees have executed this agreement this 7 day of January 1974

RECORDED AT REQUEST OF

Maiden Lane

At 18 Min Past 10 AM

1-18-74

City &amp; County of San Francisco, Calif.

LAWRENCE J. LEGUERNEC

RECORDER:

LAWRENCE J. LEGUERNEC  
President Maiden Lane Association

W42961

Acknowledgment

State of California  
City and County of San Francisco} ss.

BOOK B842 PAGE 815

On this 7 day of January, in the year 1974, before me, a Notary Public in and for the City and County of San Francisco, State of California, personally appeared Carlyle M. Langford, known to me to be the person who signed and subscribed in the within instrument, and acknowledged that executed the same.

Notary Public in and for the  
City and County of San Francisco  
State of California

My Commission expires

BOOK 13842 PAGE 817

FILE NO. 186-73-2

RESOLUTION NO. 260-73

1 AMENDING RESOLUTION NO. 250-73 GRANTING PERMISSION TO MAIDEN LANE  
2 ASSOCIATION TO PLACE AND REMOVE TABLES AND CHAIRS IN MAIDEN LANE  
3 BETWEEN HEARNY AND STOCKTON STREETS BETWEEN THE HOURS OF 11:30 A.M.  
4 AND 2:30 P.M. DAILY, SUNDAYS EXCEPTED, BY MODIFYING CERTAIN CONDITIONS  
5  
WHEREAS, by Resolution No. 250-73, the Board of Supervisors  
6 granted permission to Maiden Lane Association to place and remove  
7 tables and chairs in Maiden Lane between Hearn Street and Stockton  
8 St. for the convenient use of pedestrians between the hours of 11:30  
9 A.M. and 2:30 P.M. when Maiden Lane is closed to vehicular traffic,  
10 subject to certain conditions, one of which condition stipulates that  
11 a fourteen foot strip be maintained at all times for passage of emer-  
12 gency vehicles; and  
13  
WHEREAS, it has been determined that the above condition is  
14 unreasonable, impractical and unnecessarily restrictive because of  
15 the narrow width of Maiden Lane; now, therefore, be it  
16  
RESOLVED, That Resolution No. 250-73 is hereby amended to delete  
17 the above condition;  
18  
PROVIDED, However, That the tables and chairs shall be removed  
19 from the street immediately in the event of an emergency; and be it  
20  
FURTHER RESOLVED, That all other conditions of Resolution No.  
21 250-73 shall remain in full force and effect.

254

Accepted—Board of Supervisors, San Francisco. DEC. 3 1973  
Attn: Supervisors Rodriguez, Glavin, Palacio, Proenza, Gonzalez, Hagen, Mandelsohn, McNamee,  
Police: Tamara, van Beekingen

Approved  
Attest: Supervisor BARAGAIA CHM. 1973

I hereby certify that the foregoing resolution was adopted by the  
Board of Supervisors of the City and County of San Francisco.

*John P. Angel*  
*John P. Angel*

186-73-2 DEC 13 1973  
Approved

186-73-2 DEC 13 1973  
Approved

ORIGINAL

FILE NO. 186-73-1

RESOLUTION NO. 282-73

GRANTING PERMISSION TO MAIDEN LANE ASSOCIATION TO PLACE AND REMOVE TABLES AND CHAIRS IN MAIDEN LANE BETWEEN KEARNY AND STOCKTON STREETS BETWEEN THE HOURS OF 11:30 A.M. AND 2:30 P.M., DAILY, SUNDAYS EXCEPTED, SUBJECT TO CERTAIN ENUMERATED CONDITIONS; FINDING A PUBLIC BENEFIT ACCRUING THEREFROM.

5521 PS42 PAGE 18

WHEREAS, By Resolution No. 13,932 (Series of 1939), amended by Resolution No. 16,978 (Series of 1939), the Board of Supervisors authorized the closing of Maiden Lane between Stockton and Kearny Streets to vehicular traffic between the hours of 11:30 A.M. and 2:30 P.M., daily, Sundays excepted; and

WHEREAS, The Maiden Lane Association has requested permission to place and remove tables and chairs in Maiden Lane between Kearny and Stockton Streets for the convenient use of pedestrians during said hours when Maiden Lane is closed to vehicular traffic; and

WHEREAS, The Interdepartmental Staff Committee on Traffic and Transportation at its March 8, 1973, meeting agreed that the placement and removal of tables and chairs during the period when Maiden Lane is closed presented no traffic problem; now, therefore, be it

RESOLVED, That permission revocable at the will of the Board of Supervisors and automatically terminating upon failure to continue in force the insurance protection hereinafter referred to, is hereby granted to the Maiden Lane Association to occupy Maiden Lane between Kearny and Stockton Streets for the purpose of placing and removing tables and chairs, under reasonable conditions within its discretion for the convenient use of pedestrians during the hours when Maiden Lane is closed to vehicular traffic;

PROVIDED, HOWEVER, That this permission shall not become effective until:

(a) There shall have been executed and acknowledged by the permittee, and by it delivered to City's Controller who shall have had recorded in the office of the County Recorder a street encroachment agreement, a copy of which is on file with the Clerk of the Board of Supervisors in File No. 186-73-1, and

which is hereby declared to be a part of this resolution as set forth fully herein, and the copy of this resolution attached thereto as Exhibit A;

(b) There shall have been delivered to the Controller the policy of insurance provided for in said agreement and the Controller shall have approved same as complying with the requirements of said agreement. The Controller may, at his option, accept, in lieu of said insurance policy, the certificate of an insurance company certifying to the existence of such policy;

(c) The permittee shall have delivered to the City's Controller a check or money order in the sum of \$6.00 payable to the Recorder of the City and County of San Francisco to be used by him for recording this resolution and the street encroachment agreement;

(d) The permittee shall have delivered to the City's Department of Public Works a check or money order in the sum of \$25.00 in payment of the fee established by Resolution No. 435-66 pursuant to the provisions of Section 724.3 of the Public Works Code;

FURTHER PROVIDED, That a fourteen foot strip be maintained at all times for passage of emergency vehicles;

FURTHER PROVIDED, That no commercial service be provided at such tables and chairs, although use by pedestrians for their personal enjoyment, refreshment or relaxation shall not be interpreted as commercial services provided;

FURTHER PROVIDED, That the tables and chairs shall be removed each day promptly at 2:30 P.M.;

FURTHER PROVIDED, That the permittee shall keep the street clean to the satisfaction of the Director of Public Works;

FURTHER PROVIDED, That the permittee shall assume all costs and no cost or obligation of any kind shall accrue to the City and County of San Francisco; and be it

FURTHER RESOLVED, That this Board of Supervisors hereby finds that a benefit will accrue to the public from the encroachment permit granted herein and herafore, in accordance with the provisions of Section 724.3 of the Public Works Code, hereby waives the permit fee.

4-17-73

BOOK BS42 PAGE 819

Adopted—Board of Supervisors, San Francisco  
APR 18 1977  
Ayes: Supervisors Barbara, Chinn, Rossman, Francisco, Gutierrez, Kopp, Mendiolaza, Minkler,  
Pena, Tamaras, von Bredenbach.

None—Supervisors

Absent: Supervisors TURNER, GONZALES

I hereby certify that the foregoing resolution was adopted by the  
Board of Supervisors of the City and County of San Francisco.

186-73-1  
File No.

APR 18 1977  
Approved

*Rey B. Dulan*  
*Larry A. Swanson*  
Mayor

BA

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1 [Amending conditions for Maiden Lane alley closure.]

2

3 **Resolution amending conditions for Maiden Lane alley closure by eliminating**  
4 **requirements for fourteen foot access lane and for posting a guard at entry gates;**  
5 **amending signage requirements at entry gates and hours of table service; and**  
6 **replacing references to the Maiden Lane Association with the Union Square**  
7 **Association.**

8        WHEREAS, the Maiden Lane Association has worked successfully with the City of San  
9 Francisco since 1953 in the closure of Maiden Lane to vehicular traffic to create a colorful and  
10 unique promenade for the enjoyment of San Francisco residents and visitors which has  
11 stimulated business in the adjoining downtown areas; and

12        WHEREAS, the hours of street closure and other terms and conditions imposed by the  
13 City for the authorization of the street closure have been periodically updated by resolution of  
14 the Board of Supervisors to address changed conditions and the needs of the community; and

15        WHEREAS, the Maiden Lane Association merged with the Union Square Association  
16 in 1998; now, therefore, be it

17        RESOLVED, That permission revocable at the will of the Board of Supervisors and  
18 automatically terminating upon failure to continue in force the insurance protection hereinafter  
19 referred to, is hereby granted to the Union Square Association to occupy Maiden Lane  
20 between Kearny and Stockton Streets for the purpose of placing and removing tables and  
21 chairs, under reasonable conditions within its discretion, for the convenient use of pedestrians  
22 during the hours when Maiden Lane is closed to vehicular traffic; and be it

23        FURTHER RESOLVED, That all references to the "Maiden Lane Association" in  
24 Department of Public Works permits related to Maiden Lane between Stockton and Kearney  
25

1 Streets shall hereby be replaced by the "Union Square Association," as the successor in  
2 interest to the Maiden Lane Association; and be it

3 FURTHER RESOLVED, That all other conditions of Resolution No. 1008-79 are hereby  
4 rescinded;

5 PROVIDED HOWEVER, That this permission is conditional upon and shall only  
6 become effective when the following conditions are met:

7 (a) That upon adoption of this Resolution, the permittee shall deliver to the  
8 Controller a certificate of insurance evidencing the policy required by said Agreement and the  
9 Controller shall have approved such certificate as complying with the requirements of said  
10 Agreement, and shall deliver a new certificate of insurance annually evidencing the  
11 continuation of such policy of insurance; and

12 (b) The permittee shall cause to be recorded in the Office of the Assessor-Recorder  
13 of the City and County of San Francisco a copy of this Resolution and the Street  
14 Encroachment Agreement, dated January 8, 1974, between the Maiden Lane Association and  
15 the Department of Public Works, a copy of which is file with the Clerk of the Board of  
16 Supervisors in File No. 041759, and which is hereby declared to be a part of  
17 this Resolution as though fully set forth herein; and

18 (c) That the permittee shall post a sign at the each gate used to close Maiden Lane  
19 to vehicular traffic notifying the public of the hours of street closure, which signs shall be  
20 provided by the San Francisco Department of Parking and Traffic, with all costs of producing  
21 the signs to be paid by the Union Square Association; and

22 (d) That no commercial service shall be provided <sup>at</sup> least five (5) tables, and that  
23 commercial services may be provided at the other tables, although use by pedestrians for  
24  
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1       their personal enjoyment, refreshment or relaxation shall not be interpreted as commercial  
2       service; and

3           (e)    That the tables and chairs shall be promptly removed at 5:30 p.m.; and  
4           (f)    That permittee shall ensure that the following fire safety requirements are met at  
5       all times during street closure:

- 6           1. Permittee may not create any obstructions to the clear operation and proper use  
7       of any building fire escapes or building dry standpipes; and
- 8           2. All dry standpipes must be properly marked, maintained and tested in  
9       accordance with San Francisco Fire Code; and
- 10          3. Permittee may not affix any street furniture to the street or sidewalk; and
- 11          4. Permittee may not create any obstructions to pedestrian traffic on sidewalks;  
12       and
- 13          5. No portable propane heaters may be used at any time; and

14           (g)    That the permittee shall keep the street clean to the satisfaction of the Director  
15       of Public Works; and

16           (h)    That the permittee shall assume all costs and no cost or obligation of any kind  
17       shall accrue to the City and County of San Francisco.



## **M E M O R A N D U M**

**TO:** Julie Kirschbaum, Director, San Francisco Municipal Transportation Agency  
Anne Taupier, Director, Office of Economic and Workforce Development  
Carla Short, Director, Public Works  
Dean Crispen, Fire Chief  
Brad Russi, Deputy City Attorney

**FROM:** John Carroll, Assistant Clerk, Land Use and Transportation Committee

**DATE:** December 19, 2025

**SUBJECT:** LEGISLATION INTRODUCED

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The Board of Supervisors' Land Use and Transportation Committee has received the following proposed legislation, introduced by Supervisor Sauter on December 9, 2025.

### **File No. 251232**

Resolution amending the street encroachment permit terms for Maiden Lane regarding the designated permittee and permissible activities; amending and rescinding the Board of Supervisors' authorization for the street closure of Maiden Lane between Stockton and Kearny Streets and urging the San Francisco Municipal Transportation Agency Board of Directors to modify the street closure hours for such streets; and authorizing the Public Works Director to finalize a modified street encroachment permit for Maiden Lane.

If you have comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102 or by email at: [john.carroll@sfgov.org](mailto:john.carroll@sfgov.org).

**cc:**

Offices of Chair Melgar and Supervisor Sauter  
Janet Martinsen, San Francisco Municipal Transportation Agency  
Joel Ramos, San Francisco Municipal Transportation Agency  
Viktoriya Wise, San Francisco Municipal Transportation Agency  
Alesandra Lozano, Office of Economic and Workforce Development  
David Steinberg, Public Works  
Ian Schneider, Public Works  
Theresa Ludwig, Fire Department

## Introduction Form

*(by a Member of the Board of Supervisors or the Mayor)*

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee (Ordinance, Resolution, Motion or Charter Amendment)
- 2. Request for next printed agenda (For Adoption Without Committee Reference)  
*(Routine, non-controversial and/or commendatory matters only)*
- 3. Request for Hearing on a subject matter at Committee
- 4. Request for Letter beginning with "Supervisor" \_\_\_\_\_ inquires..."
- 5. City Attorney Request
- 6. Call File No. \_\_\_\_\_ from Committee.
- 7. Budget and Legislative Analyst Request (attached written Motion)
- 8. Substitute Legislation File No. \_\_\_\_\_
- 9. Reactivate File No. \_\_\_\_\_
- 10. Topic submitted for Mayoral Appearance before the Board on \_\_\_\_\_

The proposed legislation should be forwarded to the following (please check all appropriate boxes):

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission
- Human Resources Department

General Plan Referral sent to the Planning Department (proposed legislation subject to Charter 4.105 & Admin 2A.53):

- Yes
- No

*(Note: For Imperative Agenda items (a Resolution not on the printed agenda), use the Imperative Agenda Form.)*

Sponsor(s):

Sauter

Subject:

[Amending Maiden Lane Street Encroachment Permit Terms]

Long Title or text listed:

Resolution amending the street encroachment permit terms for Maiden Lane regarding the designated permittee and permissible activities; amending and rescinding the Board of Supervisors' authorization for the street closure of Maiden Lane between Stockton and Kearny Streets and urging the San Francisco Municipal Transportation Agency Board of Directors to modify the street closure hours for such streets; and authorizing the Public Works Director to finalize a modified street encroachment permit for Maiden Lane.

Signature of Sponsoring Supervisor:

