



SFMTA
Municipal
Transportation
Agency

**TEMPORARY STREET CLOSURE PERMIT
FOR A SPECIAL EVENT
ISSUED OCTOBER 23, 2015**

J-Labs Reception
Temporary Street Closing

Mr. James Viola
Johnson & Johnson Innovation, J-Labs
4926 Adair Way
San Jose, CA 95124

Dear Mr. Viola:

Your application for the temporary street closures of:

Minna Street between New Montgomery and 2nd Streets
Monday, January 11, 2016, 12:15 AM to
Tuesday, January 12, 2016, 10 AM

has been approved with the following conditions:

1. **Sponsor submits revised plan for SFFD approval showing the 14 foot emergency access lane, the stage at the end and pays for two inspectors.**
2. **Sponsor pays for 10-B SFPD and/or PCO's as determined by SFPD.**

This permit has been issued to you, the sponsor of the event, on the basis of the site plan and other information which was presented to ISCOTT. Any subsequent changes to this plan must be submitted in writing, including a new site plan if appropriate, to Meryl Klein of the SFMTA, Division of Sustainable Streets, who will consult with the various impacted City agencies and will inform you, in writing, if the changes are acceptable. DEVIATION FROM THE FINAL APPROVED PLAN COULD MEAN IMMEDIATE REVOCATION OF THIS PERMIT.

The following list is a reminder to you of the conditions to which you have agreed in order to have received the approval for your temporary street closure. You, as the sponsor of the above event, are responsible for making sure those conditions with a bullet next to them are being met.

- **READ THIS PERMIT IMMEDIATELY.** If you have any questions, contact Meryl Klein at 415-701-5426 or Meryl.Klein@sfmta.com
- **PERMIT ON SITE:** All permits associated with the street closure must be on site with the event sponsor or their designee during the street closure times.

- By acceptance of this permit, the permittee agrees to indemnify, hold harmless and assume the defense of the City and County of San Francisco from and against any and all claims, demands and actions for damages resulting from work under this permit, regardless of the negligence of City and County of San Francisco.
- **INSURANCE:** Insurance must be submitted to the SFMTA, Attn: Temporary Street Closures by **December 11, 2015**. Please see attachment for details.
- **RESTROOMS:** It is understood that all event participants will have access to the bathrooms inside of 111 Minna Gallery and Hunan Restaurant. These bathrooms include those which are ADA compliant.
- **SIGNS:** Signage at each entrance to the event that shows path of travel, restrooms, phones (if any), all accessible features, **International Symbol of No Smoking signage**, drinking fountains and the name of a contact person and their location who is responsible for dealing with any problems which may arise during the street closure.
- **BLUE ZONES:** The establishment of **one (1)** temporary blue zones for the duration of the event (72 hours advance signing is required). **The temporary sign shop can post the temporary blue zones on your behalf. This request must be added when your order the tow-away no parking signs for the event.**
- **SMOKING BAN:** Beginning March 1, 2013, pursuant to Article 19L of the San Francisco Health Code and Article 6 of the San Francisco Transportation Code, Division 1, all outdoor events permitted by ISCOTT will Prohibit Smoking. **Pursuant to Article 19N, electronic cigarettes usage is prohibited wherever traditional cigarette usage is prohibited.** As the event producer, you are required to take the following three steps to ensure compliance with the regulations:
 - 1) No Smoking Signage at each entrance and exit;
 - 2) Announcement at the start and every two hours thereafter that this is a no smoking event from each stage if there is amplified sound;
 - 3) All electronic or print promotional materials, including but not limited to: website, electronic materials, print advertisements, radio, television, internet, newspaper, media, shall state that this is a smoke-free event; radio and printed materials must state that this is a non-smoking event.
- **EMERGENCY ACCESS:** A 14 foot wide emergency access lane must be maintained throughout the entire length of the street closure. This lane must be free of structures and obstructions other than the approved stage.

- **PREVAILING WAGE REQUIREMENTS:** This is a requirement for all ISCOTT permitted events which are not free and open to the public. There is a Prevailing Wage Rate Requirement for workers which may apply to your event. See Prevailing Wage Rate Requirement Attachment for further information. For current Prevailing Wage rates, see the Office of Labor Standard Enforcement's website or call the Office of Labor Standard Enforcement at 415-554-6235.

- **SOUND PERMIT:** If there is to be amplified sound, a sound permit is needed. Please contact the Entertainment Commission at 554-5793 for further information. The Entertainment Commission would appreciate the submittal of an application soon after you receive this permit. Apply on line at: <https://open311.sfgov.org/smartpdf/download.php?fileid=IHMpbGgA1r54LAelBaKm>.

- **SFPD:** Contact Sgt. Dion McDonnell from the Southern District Police Station, **at least one month in advance of your event**. He can be reached at **415-575-6030** or Dion.McDonnell@sfgov.org. It is through them that you will discuss any requirements for security personnel during your event. If SFPD personnel is required by the Captain of Southern District Police Station, the cost for these services would be charged pursuant to Section 10 B of the San Francisco Administrative Code.

- **NO PARKING SIGNS:** If you need tow-away no parking signs posted, please email your request along with a copy of the ISCOTT permit attached to temporarysign@sfmta.com **at least two weeks before the start of the tow-away times**. Please note that any required Temporary Blue Zone spaces or Taxi Zones or additional parking spaces should be requested at this time. **The request should include a list and a map of all locations that need to be posted as No Parking with the Taxi Zone(s) and Blue Zone(s) specified.** There is a cost associated with this service.

- **BARRICADES:** You, as the event organizer, are responsible for arranging for barricades through a private vendor. Barricades should be delivered as close to the event time as possible and must be picked up as soon as possible after the event has ended. The barricades should be an official traffic control device and at least 36 inches in height. **The barricades must have flashing lights when used to close a street during non-daylight hours.**

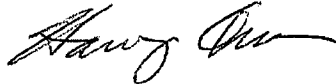
- **ALCOHOLIC BEVERAGES:** A one day alcohol permit is required from the Alcoholic Beverage Control (ABC) if there is any alcohol at the event. Please contact them at 415-356-6500 and SFO.Direct@abc.ca.gov for further information. The San Francisco office's address is 33 New Montgomery Street, Ste. 1230, San Francisco, CA 94105

- **SAN FRANCISCO FIRE DEPARTMENT:** Permits may be required if there is to be cooking with propane, butane, charcoal briquettes or open flame, generators and/or tents erected. **NOTE: Any generators with a tank size over 10 gallons of gasoline or over 60 gallons of diesel will require a SFFD permit.** Please contact Inspector Manuel Pegueros at 558-3366 or Inspector Carol Wong at 558-3311 and Carol.W.Wong@sfgov.org for more information. **Note: SFFD requires at least 10 working days to process permit applications. Further information can be found at:** <http://www.sf-fire.org/index.aspx?page=1280>
- **DEPARTMENT OF PUBLIC WORKS:** Additional permits will be required for any stage, tents (larger than 10'x10') or sidewalk impacts. (A reminder: all stages must have a ramp with a slope not to exceed 1:12 or an ADA approved portable lift.) For more information please call at 415-554-5810 or visit <http://sfdpw.org/index.aspx?page=1597>.
- **STREET CLEAN-UP:** Arrange with the Department of Public Works or make your own arrangements for cleanup after the event. If you want to use DPW, please contact Ms. Alison Mickels, Alison.Mickels@sfdpw.org or 415-695-2130. **You are responsible for cleanup. If DPW is sent into the area after the event to do additional cleanup, you may be liable for the cost of this service.**
- **WASTE MANAGEMENT:** You are responsible for adherence to the recycling regulations. A letter or a copy of the invoice from both garbage and recycling vendors confirming their services for this event must be submitted to the SFMTA, Attn: Meryl Klein. See attachment to this permit for further information. **All food service ware must be compostable or re-usable. The recycling vendor must have a certificate from the Department of Environment confirming their completion of their training program.**
- The placement of tobacco advertising and promotional displays in publicly visible locations is strictly prohibited by San Francisco Police Code Section 674. In addition, the placement of tobacco advertising and promotional displays on property owned or controlled by the City and County of San Francisco is strictly prohibited by San Francisco Administrative Code Section 4.20. Any violation of this ordinance during your event could result in the revocation of this permit.
- **OTHER:** See conditions of approval. It is understood that at least one sidewalk on Minna Street will remain open and unobstructed to provide adequate pedestrian path of travel during the closure.

Mr. James Viola, J&J Innovation
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Further information about all of the above will be found in the Temporary Street Closure application packet. There may be other items for which you are responsible that are not covered in this permit. You are still responsible for all provisions laid out in the Temporary Street Closure Application packet. If you have any further questions, please contact Meryl Klein, of my staff, at 701-5426 and Meryl.Klein@sfmta.com.

Very truly yours,



Ricardo Olea
City Traffic Engineer

By: Harvey Quan
Senior Engineer

cc: Sgt. Dion McDonnell, SFPD, Southern District Police Station
Off. Ron McGoldrick, SFPD, Southern District Police Station
Lt. Kathy Harold, SFFD