

1 [Ordinance Amending Article 2.4 of the Public Works Code and Sections 10-100.230 and 11.9
2 of the Administrative Code Concerning Excavation in the Public Right-of-Way.]

3 **Ordinance amending Sections 2.4.2, 2.4.4, 2.4.10, 2.4.20.1, 2.4.20.2, 2.4.20.3, 4.23, 2.4.40,**
4 **2.4. 41, 2.4.42, 2.4.45, 2.4.46, 2.4.50, 2.4.53, 2.4.55, 2.4.70, 2.4.80, 2.4.81, 2.4.83, and**
5 **2.4.85 of Article 2.4 of the Public Works Code, adding Sections 2.4.20.4 to Article 2.4 of**
6 **the Public Works Code, and amending Sections 10.100-230 and 11.9 of the**
7 **Administrative Code to modify and adopt new definitions; modify and adopt new**
8 **procedures for permit application submission, permit conditions, permit modifications,**
9 **and restoration of the public right-of-way; modify fees for administration of permit**
10 **applications and inspection of excavations; provide for a report to the Board of**
11 **Supervisors about such fees; create a process for inspection fee refunds; authorize**
12 **specified City officials to enforce violations of Article 2.4; increase the maximum**
13 **assessment for administrative penalties and modify procedures for assessing**
14 **penalties; establish a utility conditions permit fee; and make technical conforming**
15 **amendments.**

16 Note: Additions are *single-underline italics Times New Roman*;
17 deletions are *strikethrough italics Times New Roman*.
18 Board amendment additions are double underlined.
19 Board amendment deletions are ~~strikethrough normal~~.

19 Be it ordained by the People of the City and County of San Francisco:

20 Section 1. The San Francisco Public Works Code is hereby amended by amending
21 Sections 2.4.2, 2.4.4, 2.4.10, 2.4.20.1, 2.4.20.2, 2.4.20.3, 4.23, 2.4.40, 2.4. 41, 2.4.42, 2.4.45,
22 2.4.46, 2.4.50, 2.4.53, 2.4.55, 2.4.70, 2.4.80, 2.4.81, 2.4.83, and 2.4.85 and by adding
23 Sections 2.4.20.4 to read as follows:

24 SEC. 2.4.2. PERMITS REQUIRED TO EXCAVATE.
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1 (a) It is unlawful for any person to make or to cause or permit to be made any
2 excavation in any public right-of-way that is under the jurisdiction of the Department of Public
3 Works without first obtaining from the Department a permit authorizing such excavation.

4 (b) The Department shall issue a permit to excavate only if the applicant has
5 the legal authority to occupy and use the public right-of-way for the purposes identified in the
6 application for the permit and the applicant and its agent, if any, are in compliance with this Article.

7 (c) No permit to excavate shall be required when an excavation is to be
8 completed within a period of 24 hours or less to install a parking meter, street light, street tree,
9 traffic sign, traffic signal, or utility pole or to repair a utility box in a sidewalk; or when an
10 excavation is in connection with the construction or maintenance of a subsidewalk basement;
11 or when an excavation is performed for the sole purpose of repairing a sidewalk.

12 (d) Permit requirements pertaining to emergency excavation are addressed
13 in Section 2.4.22.

14 SEC. 2.4.4 DEFINITIONS.

15 For purposes of this Article, the following terms shall have the following meanings:

16 (a) "Agent" shall mean a person or persons who assist an owner in the permitting
17 process or in the performance of an excavation.

18 (~~b~~) "Applicant" shall mean ~~any an~~ owner ~~or duly authorized agent of such owner,~~
19 who has submitted an application for a permit to excavate.

20 (~~b~~) "Article" shall mean this Article 2.4 of the Public Works Code.

21 (~~e~~) "Block" shall mean that part of the public right-of-way that includes the
22 street area from the property line to the parallel property line in width and extending from the
23 property line of an intersecting street to the nearest property line of the next intersecting street
24 in length. For purposes of this definition, an intersection also shall be considered a "block."

25 (~~e~~) "City" shall mean the City and County of San Francisco.

1 (~~ef~~) "Department" shall mean the Department of Public Works.

2 (~~fg~~) "Deposit" shall mean any bond, cash deposit, or other security provided
3 by the applicant in accordance with Section 2.4.40 of this Article.

4 (~~gh~~) "Director" shall mean the Director of the Department of Public Works or
5 his or her designee.

6 (~~hi~~) "Excavation" shall mean any work in the surface or subsurface of the
7 public right-of-way, including, but not limited to opening the public right-of-way; installing,
8 servicing, repairing or modifying any facility(ies) in or under the surface or subsurface of the
9 public right-of-way, and restoring the surface and subsurface of the public right-of-way.

10 (~~ij~~) "Facility" or "facilities" shall include, but not be limited to, any and all
11 cables, cabinets, ducts, conduits, converters, equipment, drains, handholds, manholes, pipes,
12 pipelines, splice boxes, surface location markers, tracks, tunnels, utilities, vaults, and other
13 appurtenances or tangible things owned, leased, operated, or licensed by an owner or person,
14 that are located or are proposed to be located in the public right-of-way.

15 (~~k~~) "Large excavation project" shall mean any excavation of more than 1000 square
16 feet.

17 (~~jl~~) "Major work" shall mean any reasonably foreseeable excavation that will
18 affect the public right- of-way for more than 15 consecutive calendar days.

19 (~~m~~) "Medium excavation project" shall mean any excavation of more than 100 but no
20 greater than 1000 square feet.

21 (~~kn~~) "Moratorium street" shall mean any block that has been reconstructed,
22 repaved, or resurfaced by the Department or any other owner or person in the preceding five-
23 year period.

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1 (~~to~~) "Municipal excavator" shall mean any agency, board, commission,
2 department, or subdivision of the City that owns, installs, or maintains a facility or facilities in
3 the public right-of-way.

4 (~~mp~~) "Owner" shall mean any person, including the City, who owns any facility
5 or facilities that are or are proposed to be installed or maintained in the public right-of-way.

6 (~~mq~~) "Permit" or "permit to excavate" shall mean a permit to perform an
7 excavation as it has been approved, amended, or renewed by the Department.

8 (~~or~~) "Permittee" shall mean the applicant to whom a permit to excavate has
9 been granted by the Department in accordance with this Article.

10 (~~ps~~) "Person" shall mean any natural person, corporation, partnership, any
11 municipal excavator, or any governmental agency, including the State of California or United
12 States of America.

13 (~~qt~~) "Public right-of-way" shall mean the area across, along, beneath, in, on,
14 over, under, upon, and within the dedicated public alleys, boulevards, courts, lanes, roads,
15 sidewalks, spaces, streets, and ways within the City, as they now exist or hereafter will exist
16 and which are or will be under the permitting jurisdiction of the Department of Public Works.

17 (u) "Responsible party" shall mean the owner for each excavation involving the
18 owner's facility or facilities. In addition, it shall mean any person who performs an excavation or has a
19 duty or right to manage or participate in the management of an excavation and whom the Director
20 designates as responsible, in whole or in part, for such excavation.

21 (~~rv~~) "Sidewalk" shall mean the area between the fronting property line and the
22 back of the nearest curb.

23 (w) "Small excavation project" shall mean any excavation of 100 square feet or less.

24 (~~sx~~) "Utility excavator" shall mean any owner whose facility or facilities in the
25 public right-of-way are used to provide electricity, gas, information services, sewer service,

1 steam, telecommunications, traffic controls, transit service, video, water, or other services to
2 customers regardless of whether such owner is deemed a public utility by the California Public
3 Utilities Commission.

4 SEC. 2.4.10. APPLICATIONS.

5 (a) Applications shall be submitted in a format and manner specified by the
6 Department and shall contain:

7 (i) The name, address, telephone, and facsimile number of the applicant.

8 Where an ~~applicant is not the owner of the facility to be installed, maintained, or repaired~~ applicant's
9 agent will perform an excavation in the public right-of-way, the application also shall include the
10 name, address, telephone, and facsimile number of the ~~owner~~ agent;

11 (ii) A description of the location, purpose, method of excavation, and surface
12 and subsurface area of the proposed excavation;

13 (iii) A plan showing the proposed location and dimensions of the excavation
14 and the facilities to be installed, maintained, or repaired in connection with the excavation, and
15 such other details as the Department may require;

16 (iv) A copy or other documentation of the franchise, easement, encroachment
17 permit, license, or other legal instrument that authorizes the applicant ~~or owner~~ to use or
18 occupy the public right-of-way for the purpose described in the application. ~~Where the applicant~~
19 ~~is not the owner of the facility or facilities to be installed, maintained, or repaired, the applicant must~~
20 ~~demonstrate in a form and manner specified by the Department that the applicant is authorized to act~~
21 ~~on behalf of the owner~~;

22 (v) The proposed start date of excavation;

23 (vi) The proposed duration of the excavation, which shall include the duration
24 of the restoration of the public right-of-way physically ~~distribute~~ disturbed by the excavation;

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1 (vii) Written ~~acknowledgment~~ verification that all material to be used in the
2 excavation, installation, maintenance, or repair of facilities, and restoration of the public right-
3 of-way will be on hand and ready for use so as not to delay the excavation and the prompt
4 restoration of the public right-of-way;

5 (viii) Written ~~acknowledgment~~ verification that the applicant and ~~owner~~ its agent,
6 if any, are in compliance with all terms and conditions of this Article, the orders, regulations,
7 and standard plans and specifications of the Department, and that the applicant and ~~owner~~ its
8 agent are not subject to any outstanding assessments, fees, penalties that have been finally
9 determined by the City or a court of competent jurisdiction;

10 (ix) Written verification, in a form and manner specified by the Department, that the
11 applicant has authorized an agent to act on behalf of the applicant with respect to an application, the
12 proposed excavation, or both.

13 (x) A current Business Tax Registration Certificate issued by the San
14 Francisco Tax Collector pursuant to Section 1003 of Part III of the San Francisco Municipal
15 Code for the applicant and the ~~owner~~ applicant's agent;

16 (~~xi~~) Evidence of insurance as required by Section 2.4.23 of this Article;

17 (~~xii~~) A deposit as required by Section 2.4.40 of this Article;

18 (~~xiii~~) Any other information that may reasonably be required by the
19 Department.

20 (b) The Department may allow an applicant to maintain documents
21 complying with Subsections (iv), (~~ix~~), (x), (xi), and (xii) on file with the Department rather than
22 requiring submission of such documents with each separate application.

23 SEC. 2.4.20.1. TERMS AND LIMITATIONS.

24 The permit shall specify the location, extent, and method of the excavation, the start
25 date and duration of the excavation, the permittee to whom the permit is issued, and any

1 conditions placed on the permit. The terms and conditions of the permit shall include the
2 application, all information submitted therewith, and all Department orders and regulations applicable
3 to the permit. The Department must approve any and all modifications to the permit.

4 SEC. 2.4.20.2 DURATION AND VALIDITY.

5 Permits shall be void if the excavation has not begun within 30 calendar days of the
6 start date specified in the permit, if the excavation is not prosecuted diligently to its
7 conclusion, or if the excavation, including restoration, has not been completed within the
8 specified duration; provided, however, that the Director, ~~in~~ at his or her discretion, may issue
9 extensions to the start date, the duration of excavation, or both upon written request from the
10 permittee. Such written requests must explain why the work could not be commenced on the start
11 date, completed in the approved number of calendar days, or both; shall specify the additional number
12 of calendar days required to complete the work; and shall be accompanied by applicable fees specified
13 in Subarticle IV. All requests to modify the start date of an excavation shall be made at least five (5)
14 calendar days prior to the excavation start date. All requests to modify the duration of the excavation
15 shall be made at least five (5) calendar days prior to the permit expiration date. Any extension that the
16 Director grants may be subject to additional special conditions, including, but not limited to, conditions
17 that ensure timely completion and coordination of the project. The Director shall not grant requests
18 for extensions to the start date after the permitted start date nor shall the Director grant requests for
19 extensions to the duration of the excavation after the permit expiration date.

20 SEC. 2.4.20.3. PERMIT AMENDMENTS.

21 The Director, at his or her sole discretion, may allow amendments to the permit, such as to
22 change the method of construction, to advance the start date of the excavation, or modify permit
23 conditions, upon written request from the permittee. Such requests shall explain the basis for the
24 permit amendment and shall be accompanied by applicable fees specified in Subarticle IV. Any
25 amendments that the Director grants may be subject to additional special conditions, including, but not

1 limited to, conditions that ensure timely completion and coordination of the project. The Director shall
2 not grant requests for amendments to the excavation after the permit expiration date.

3 SEC. 2.4.20.4 NONTRANSFERABILITY OF PERMITS.

4 Permits are not transferable ~~from owner to owner.~~

5 SEC. 2.4.23. LIABILITY AND INDEMNIFICATION.

6 Each permit, except one obtained by a municipal excavator, shall incorporate by
7 reference and require the permittee and ~~owner~~ its agent to comply with the liability, indemnity,
8 insurance, and taxable possessory interest provisions set forth below in this Section;
9 provided, however, that the Director, with the concurrence of the City Controller and City Risk
10 Manager, may modify the indemnity and insurance provisions as they pertain to a particular
11 permit.

12 (a) Liability upon ~~Owner and~~ Permittee and Agent. Each ~~owner and~~ permittee
13 and its agent is wholly responsible for the quality of the excavation performed in the public
14 right-of-way and both the ~~owner and~~ permittee and agent are jointly and severally liable for all
15 consequences of any condition of such excavation and any facilities installed in the public
16 right-of-way. The issuance of any permit, inspection, repair, or suggestion, approval, or
17 acquiescence of any person affiliated with the Department shall not excuse any ~~owner or~~
18 permittee or agent from such responsibility or liability.

19 (b) Indemnification, Defense, and Hold Harmless.

20 (i) Each ~~owner and~~ permittee and its agent shall agree on its behalf and that of
21 any successor or assign to indemnify, defend, protect, and hold harmless the City, including,
22 without limitation, each of its commissions, departments, officers, agents, and employees
23 (hereinafter in this subsection collectively referred to as "San Francisco") from and against
24 any and all actions, claims, costs, damages, demands, expenses, fines, injuries, judgments,
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1 liabilities, losses, penalties, or suits including, without limitation, attorneys' fees and costs
2 (collectively, "claims") of any kind allegedly arising directly or indirectly from:

3 (1) Any act by, omission by, or negligence of, ~~owner or~~ permittee or its agent,
4 contractors, subcontractors, or the officers, agents, or employees of ~~either~~ such entities, while
5 engaged in the performance of the excavation authorized by the permit, or while in or about
6 the property subject to the permit for any reason connected in any way whatsoever with the
7 performance of the excavation authorized by the permit, or allegedly resulting directly or
8 indirectly from the maintenance or installation of any equipment, facility(ies), or structures
9 authorized under the permit;

10 (2) Any accident, damage, death, or injury to any contractor or subcontractor,
11 or any officer, agent or employee of either of them, while engaged in the performance of the
12 excavation authorized by the permit, or while in or about the property for any reason
13 connected with the performance of the excavation authorized by the permit, or arising from
14 liens or claims for services rendered or labor or materials furnished in or for the performance
15 of the excavation authorized by the permit;

16 (3) Any accident, damage, death, or injury to any person(s) or accident,
17 damage, or injury to any real or personal property in, upon, or in any way allegedly connected
18 with the excavation authorized by the permit from any cause or claims arising at any time;
19 and,

20 (4) Any release or discharge, or threatened release or discharge, of any
21 hazardous material caused or allowed by permittee about, in, on, or under the excavation site
22 subject to the permit or the environment. As used herein, "hazardous material" means any
23 gas, material, substance, or waste which, because of its quantity, concentration, or physical or
24 chemical characteristics, is deemed by any federal, state, or local governmental authority to
25 pose a present or potential hazard to human health or safety or to the environment. "Release"

1 when used with respect to hazardous materials shall include any actual or imminent
2 disposing, dumping, emitting, emptying, escaping, injecting, leaching, leaking, pumping,
3 pouring, or spilling.

4 (ii) Upon the request of San Francisco, the ~~owner or~~ permittee or its agent, at
5 no cost or expense to San Francisco, must indemnify, defend, and hold harmless San
6 Francisco against any claims, regardless of the alleged negligence of San Francisco or any
7 other party, except only for claims resulting directly from the sole negligence or wilful
8 misconduct of San Francisco. Each ~~owner and~~ permittee and its agent specifically
9 acknowledges and agrees that it has an immediate and independent obligation to defend San
10 Francisco from any claims which actually or potentially fall within the indemnity provision,
11 even if the allegations are or may be groundless, false, or fraudulent, which obligation arises
12 at the time such claim is tendered to owner or permittee by San Francisco and continues at all
13 times thereafter. In addition, San Francisco shall have a cause of action for indemnity against
14 each ~~owner and~~ permittee and its agent for any costs San Francisco may be required to pay as
15 a result of defending or satisfying any claims that arise from or in connection with the permit,
16 except only for claims resulting directly from the sole negligence or wilful misconduct of San
17 Francisco. ~~Owner and~~ Permittee and its agent agree that the indemnification obligations
18 assumed under the permit shall survive expiration of the permit or completion of excavation.

19 (c) Insurance.

20 (i) Each ~~owner or~~ permittee or its agent shall maintain in full force and effect,
21 throughout the term of the permit, an insurance policy or policies issued by an insurance
22 company or companies satisfactory to the City's Controller and Risk Manager. Policy or
23 policies shall afford insurance covering all operations, vehicles, and employees, as follows:

24 (1) Workers' Compensation with employers' liability limits not less than
25 \$1,000,000 each accident;

1 (2) Commercial general liability insurance with limits not less than
2 \$1,000,000 each occurrence combined single limit for bodily injury and property damage,
3 including contractual liability; personal injury; explosion, collapse, and underground (xcu);
4 products; and completed operations;

5 (3) Business automobile liability insurance with limits not less than
6 \$1,000,000 each occurrence combined single limit for bodily injury and property damage,
7 including owned, nonowned, and hired auto coverage, as applicable;

8 (4) Contractors' pollution liability insurance, on an occurrence form, with
9 limits not less than \$1,000,000 each occurrence combined single limit for bodily injury and
10 property damage and any deductible not to exceed \$25,000 each occurrence.

11 (ii) Said policy or policies shall include the City and its officers and
12 employees jointly and severally as additional insureds, shall apply as primary insurance, shall
13 stipulate that no other insurance effected by the City will be called on to contribute to a loss
14 covered thereunder, and shall provide for severability of interests. Said policy or policies shall
15 provide that an act or omission of one insured, which would void or otherwise reduce
16 coverage, shall not reduce or void the coverage as to any other insured. Said policy or
17 policies shall afford full coverage for any claims based on acts, omissions, injury, or damage
18 which occurred or arose, or the onset of which occurred or arose, in whole or in part, during
19 the policy period. Said policy or policies shall be endorsed to provide 30 calendar days
20 advance written notice of cancellation or any material change to the Department.

21 (iii) Should any of the required insurance be provided under a claims-made
22 form, the insured ~~owner or~~ permittee or its agent shall maintain such coverage continuously
23 throughout the term of the permit, and, without lapse, for a period of three years beyond the
24 expiration or termination of the permit, to the effect that, should occurrences during the term of
25

1 the permit give rise to claims made after expiration or termination of the permit, such claims
2 shall be covered by such claims-made policies.

3 (iv) Should any of the required insurance be provided under a form of
4 coverage that includes a general annual aggregate limit or provides that claims investigation
5 or legal defense costs be included in such general annual aggregate limit, such general
6 aggregate limit shall be double the occurrence or claims limits specified above in Subsection
7 (c)(i).

8 (v) Such insurance shall in no way relieve or decrease permittee's and
9 ~~owner's~~ its agent's obligation to indemnify the City under Subsection (b) or any other provision
10 of this Article.

11 (vi) Certificates of insurance, in the form satisfactory to the Department,
12 evidencing all coverages above, shall be furnished to or maintained on file with the
13 Department before issuance of a permit, with complete copies of policies furnished promptly
14 upon the Department's request.

15 (vii) Where a permittee ~~who is an owner~~ is self-insured, and such insurance is no
16 less broad and affords no less protection to the City than the requirements specified above in
17 Subsection (c), the Department, in consultation with the City's Controller and Risk Manager,
18 may accept such insurance as satisfying the requirements of Subsection (c). Evidence of such
19 insurance shall be provided in the manner specified in Subsection (c)(vi).

20 (d) Taxable Possessory Interest. Each ~~owner and~~ permittee shall acknowledge on its
21 behalf and that of any successor or assign that its permit incorporates the following
22 statements: The ~~owner of the facility(ies) for which the permit to excavate was obtained and the~~
23 permittee recognize_s and understand_s that the permit may create a possessory interest
24 subject to property taxation and that ~~owner and~~ permittee may be subject to the payment of
25 property taxes levied on such interest under applicable law. ~~Owner and p~~Permittee agree_s to

1 pay taxes of any kind, including possessory interest taxes, if any, that may be lawfully
2 assessed on ~~owner's and~~ permittee's interest under the permit to excavate or for use of the
3 public right-of-way and to pay other excises, licenses, taxes, or permit charges or
4 assessments based on ~~owner's and~~ permittee's usage of the public right-of-way that may be
5 imposed on ~~owner and~~ permittee by applicable law. ~~Owner and p~~Permittee shall pay all of such
6 charges when they become due and before delinquency.

7 SEC. 2.4.40. DEPOSIT.

8 Each applicant shall submit and maintain with the Department a bond, cash deposit, or
9 other security acceptable to the Department securing the faithful performance of the
10 obligations of the ~~owner and~~ applicant and its agent under any permit(s) to excavate and the
11 compliance with all terms and conditions of this Article (the "deposit"). The deposit shall be in
12 the sum of \$25,000 in favor of the "Department of Public Works, City and County of San
13 Francisco." Utility and municipal excavators and other frequent applicants may submit a single
14 deposit for multiple excavations so long as a constant balance of \$25,000 is maintained on file
15 with the Department. If the Director has deducted from such a deposit pursuant to Section
16 2.4.46(c), the utility or municipal excavator or other frequent applicant must restore the full
17 amount of the deposit prior to the Department's issuance of a subsequent permit.

18 SEC. 2.4.41 ADMINISTRATIVE FEE.

19 Each applicant shall pay to the Department a fee of ~~\$25~~ 75 for each ~~block permit~~
20 issued for a small excavation project, in which excavation is proposed to compensate the Department
21 for the cost incurred to administer the provisions of this Article. a fee of \$75 for each block contained
22 in a medium excavation project, or a fee of \$100 for each block contained in a large excavation
23 project. Said fees shall compensate the Department for the cost incurred to administer the provisions
24 of this Article. If the Director grants a permit extension or amendment pursuant to Sections 2.4.20.2 or
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1 2.4.20.3, the permittee shall pay a fee of \$60 for any block for which the permit has been extended or
2 amended to cover the cost of additional permit review and administration.

3 SEC. 2.4.42 INSPECTION FEE.

4 Each applicant shall pay to the Department a fee of ~~\$0.80~~ 15 for each permit issued for a
5 small excavation project, a fee of \$50 for each calendar day of a medium excavation project, or a fee of
6 \$75 for each calendar day of a large excavation project. Said fee shall compensate the Department for
7 ~~square foot of pavement to be excavated for~~ the cost of the inspection and regulatory services
8 provided to such applicant when he or she becomes a permittee pursuant to this Article. No
9 inspection fees shall be collected from a municipal excavator when: (a) the municipal
10 excavator pays the Department to manage and inspect the construction or (b) the excavation
11 is to construct, replace, or repair Municipal Railway tracks. If the Director grants a permit
12 extension pursuant to Section 2.4.20.2, the permittee shall pay \$15 for a small excavation project or the
13 appropriate fees for a medium or large excavation project for each additional calendar day for which
14 the permit is extended to cover the cost of additional permit inspection. If the Director grants a permit
15 amendment pursuant to Section 2.4.20.3 that results in additional permit inspection, the permittee shall
16 pay the fees specified above for permit extensions.

17 SEC. 2.4.45. REPORT TO BOARD OF SUPERVISORS.

18 Within one year after adoption or amendment of the street damage restoration fee
19 or other fees set forth in this Subarticle, and every three years thereafter, the Director shall
20 review the proceeds of the street damage restoration fee and such other fees, the costs of
21 repaving and reconstruction reasonably attributed to excavation in City streets, the City's costs
22 to administer this Article and inspect excavations, and any other new information that shall
23 become available, and prepare a report to the Board of Supervisors. Based upon the result of
24 the review, the Director shall recommend to the Board of Supervisors any necessary
25 adjustments to the fee~~s~~, along with written justification for the recommended adjustment and

1 any necessary legislation. In the event that fee proceeds have exceeded, or are anticipated to
2 exceed, the costs for street repaving and reconstruction reasonably attributable to excavation
3 or the City's costs to administer this Article or inspect excavations, the Director shall recommend
4 legislation to the Board of Supervisors that modifies the applicable fee to ensure that fee
5 proceeds do not exceed the costs for street repaving and reconstruction reasonably
6 attributable to excavation or the City's costs to administer this Article or inspect excavations. In the
7 event that fee proceeds have undercollected, or are anticipated to undercollect, for the costs
8 for street repaving and reconstruction reasonably attributable to excavation or the City's costs to
9 administer this Article or inspect excavations, the Director may recommend legislation to the
10 Board of Supervisors that modifies the applicable fee to more accurately recover the costs for
11 street repaving and reconstruction reasonably attributable to excavation or the City's costs to
12 administer this Article or inspect excavations.

13 SEC. 2.4.46. COLLECTION, RETURN, AND REFUND OF DEPOSIT AND FEES.

14 (a) Collection of Deposit and Fees. The Director shall establish procedures
15 for billing, collection, and refund of a deposit(s), fees, and other charges provided for in this
16 Article. The Director shall deposit all funds in accordance with Sections 10.117-119 and
17 10.117-120 of the San Francisco Administrative Code.

18 (b) Refunds.

19 (i) When an application is either withdrawn by the applicant or denied by the
20 Department before the start of construction, the applicant's administrative fee assessed under
21 Section 2.4.41 shall be retained and those fees assessed under Sections 2.4.42, 2.4.43, and
22 2.4.44 shall be returned to the applicant.

23 (ii) In the event that the Director determines, after preparing a report
24 pursuant to Section 2.4.45, that there has been an overcollection of ~~the street damage~~
25 ~~restoration fee assessed under Section 2.4.44~~ any of the fees identified in this Subarticle, the Director

1 shall establish procedures to refund excess fee proceeds in a manner which fairly and
2 reasonably reimburses those excavators who paid the fee during the relevant period
3 consistent with their level of excavation.

4 (iii) In the event that a project is completed prior to the permit expiration date, a
5 permittee may make a written request for a refund of the inspection fee that is proportionate to the
6 number of calendar days the project was completed early. Prior to the issuance of any refund, the
7 Department shall verify the date of completion, that the project has been satisfactorily completed, that
8 all punch list work has been completed, and that there are no outstanding fines or penalties pending
9 against the permittee or its agent. The Department shall not release the requested refund until any and
10 all outstanding fines or penalties pending against the permittee and its agent have been paid. The
11 permittee seeking a refund shall pay the Department a fee of \$110 for the cost of the calculation and
12 processing of the refund.

13 (c) Deductions for Deposits. The Director may make deductions from the
14 balance of a permittee's deposit(s) to ensure the faithful performance of the obligations under
15 a permit to excavate, to pay fees, to offset the costs for any excavation done or repairs made
16 by the Department, or to pay any assessed penalties or costs associated with violations of this
17 Article.

18 (d) Retention of Deposit for Three Years. Each deposit made pursuant to
19 Section 2.4.40 shall be retained by the City for a period of three years after the satisfactory
20 completion of the excavation to secure the obligations in the permit and this Article.

21 (e) Return of Deposit. Upon expiration of three years from the satisfactory
22 completion of the excavation, a permittee's deposit(s), less the deductions made pursuant to
23 Subsection (c), shall be returned to the permittee or to its assigns.

24 SEC. 2.4.50. NOTICES.
25

1 Any permittee who excavates or causes to be made an excavation in the public
2 right-of-way shall provide notice as follows:

3 (a) Two to Fourteen-Day Excavations. For excavations that will be completed
4 and restored in a period exceeding 24 hours but within 14 calendar days of commencement,
5 the permittee shall post and maintain notice at the site of the excavation. The notice shall
6 include the name, telephone number, and address of the ~~owner and~~ permittee and its agent, a
7 description of the excavation to be performed, and the duration of the excavation. The notice
8 shall be posted at least every 100 feet along any block where the excavation is to take place
9 at least 72 hours prior to commencement of the excavation.

10 (b) Notice for Major Work.

11 (i) At least 30 calendar days prior to commencement of the excavation, the
12 permittee shall provide written notice delivered by United States mail to each property owner
13 on the block(s) affected by the excavation and each affected neighborhood and merchant
14 organization that is listed in the City Planning Department's Directory of Neighborhood
15 Organizations and Service Agencies. The latest City-wide assessor's roll for names and
16 addresses of owners shall be used for the mailed notice. This notice shall include the same
17 information that is required for the posted notice pursuant to Subsection (a) and the name,
18 address, and 24-hour telephone number of a person who will be available to provide
19 information to and receive complaints from any member of the public concerning the
20 excavation.

21 (ii) The permittee shall post and maintain notice at the site of the excavation
22 at least 10 calendar days prior to commencement of the excavation in the same manner and
23 with the same information as required for posted notice pursuant to Subsection (a). At least 10
24 calendar days prior to commencement of the excavation, the permittee also shall deliver a
25 written notice to each dwelling unit on the block(s) affected by the excavation. This written

1 notice shall include the same information that is required for the written notice pursuant to this
2 Subsection (i).

3 (iii) Before commencement of construction, a permittee for major work shall
4 post and maintain excavation project signs at the site of the excavation that describe the
5 excavation being done and bear the name, address, and 24-hour telephone number of a
6 contact person for the ~~owner and~~ permittee and its agent. Said excavation project signs shall be
7 in format, quantity, and size specified by the Department.

8 (c) Notice of Emergency Excavation. For emergency excavation, the
9 permittee, or the applicant if a permit has not been issued, shall post and maintain notice at
10 the site of the excavation during the construction period. The notice shall include the name,
11 telephone number, and address of the ~~owner and~~ permittee or applicant and its agent, a
12 description of the excavation to be performed, and the duration of the excavation. The notice
13 shall be posted at least every 100 feet along any block where the excavation is to take place.

14 SEC. 2.4.53. REGULATIONS CONCERNING EXCAVATION SITES.

15 Each ~~owner and~~ permittee and its agent shall be subject to requirements for
16 excavation sites that are set forth in Department orders or regulations. Such orders or
17 regulations shall include, but not be limited to, the following measures:

18 (a) Protection of the Excavation. Each permittee and its agent shall cover
19 open excavation with steel plates ramped to the elevation of the contiguous street, pavement,
20 or other public right-of-way, or otherwise protected in accordance with guidelines prescribed
21 by the Department.

22 (b) Housekeeping and Removal of Excavated Material. Each permittee and
23 its agent shall keep the area surrounding the excavation clean and free of loose dirt or other
24 debris in a manner deemed satisfactory to the Department. Excavation sites shall be cleaned
25

1 at the completion of each work day. In addition, the permittees and its agent shall remove all
2 excavated material from the site of the excavation no later than the end of each work day.

3 (c) Storage of Materials and Equipment. Materials and equipment that are to
4 be used for the excavation within seven calendar days may be stored at the site of the
5 excavation, except that fill material, sand, aggregate, and asphalt-coated material may be
6 stored at the site only if it is stored in covered, locked containers.

7 (d) Hazardous Material. Each permittee and its agent shall be subject to
8 hazardous material guidelines for date collection; disposal, handling, release, and treatment of
9 hazardous material; site remediation; and worker safety and training. The Department, in
10 consultation with the Department of Public Health, shall develop, prescribe, and update such
11 hazardous material guidelines. The guidelines shall require the permittee to comply with all
12 federal, state, and local laws regarding hazardous material. For purposes of this subsection,
13 "hazardous materials" shall mean any gas, material, substance, or waste which, because of
14 its quantity, concentration, or physical or chemical characteristics, is deemed by any federal,
15 state, or local governmental authority to pose a present or potential hazard to human health or
16 safety or to the environment.

17 SEC. 2.4.55. RESTORATION OF THE PUBLIC RIGHT-OF-WAY.

18 (a) Restoration. In any case in which the sidewalk, street, or other public
19 right-of-way is or is caused to be excavated, the ~~owner and~~ permittee and its agent shall restore
20 or cause to be restored such excavation in the manner prescribed by the orders, regulations,
21 and standard plans and specifications of the Department. At a minimum, trench restoration
22 shall include resurfacing to a constant width equal to the widest part of the excavation in
23 accordance with the following diagram; provided, however, that the width of resurfacing need
24 not exceed 13 feet;

1 (b) Backfill, Replacement of Pavement Base, and Finished Pavement.

2 Activities concerning backfilling, replacement of pavement base, and finished pavement shall
3 be performed in a manner specified by the orders, regulations, and standard plans and
4 specifications of the Department. In addition, these activities shall be subject to the following
5 requirements:

6 (i) Backfill. Each excavation shall be backfilled and compacted within ~~72~~ 24
7 hours from the time the construction related to the excavation is completed.

8 (ii) Replacement of pavement base. Replacement of the pavement base
9 shall be completed within ~~72~~ 48 hours from the time the excavation is backfilled.

10 (iii) Finished pavement. Finished pavement restoration shall be completed
11 within ~~72~~ 24 hours of replacement of the pavement base.

12 (c) Modification to Requirements. Upon written request from the permittee,
13 the Director may grant written approval for modifications to the requirements of Subsection
14 (b).

15 (d) Incomplete Excavation; Completion by the Department. In any case
16 where an excavation is not completed or restored in the time and manner specified in the
17 permit, this Article, or the orders, regulations, and standard plans and specifications of the
18 Department, the Director shall order the ~~owner or~~ permittee to complete the excavation as
19 directed within 24 hours. If the ~~owner or~~ permittee should fail, neglect, or refuse to comply with
20 the order, the Director may complete or cause to be completed such excavation in such
21 manner as the Director deems expedient and appropriate. The ~~owner or~~ permittee shall
22 compensate the Department for any costs associated with the administration, construction,
23 consultants, equipment, inspection, notification, remediation, repair, restoration, or any other
24 actual costs incurred by the Department or other agencies, board, commissions, or
25 departments of the City that were made necessary by said excavation. The cost of such work

1 also may be deducted from the permittee's deposit pursuant to Section 2.4.46(c). The
2 Director's determination as to the cost of any work done or repairs made shall be final. In
3 addition, the ~~owner or person~~ permittee, its agent, or other responsible party may be subject to
4 those enforcement actions set forth in Subarticle VII.

5 (e) Subject to the limitation set forth in Section 2.4.70, completion of an
6 excavation or restoration by the Department in accordance with Subsection (d) shall not
7 relieve the ~~owner or~~ permittee from liability for future pavement failures at the excavation site.

8 SEC. 2.4.70. REPAIR AND MAINTENANCE OBLIGATION OF PERMITTEE.

9 Each ~~owner and~~ permittee that excavates or causes to be made an excavation in
10 the public right-of-way shall be responsible to maintain, repair, or reconstruct the site of the
11 excavation so as to maintain a condition acceptable to the Director until such time as the
12 public right-of-way is reconstructed, repaved, or resurfaced by the Department.

13 SEC. 2.4.80. VIOLATION OF ARTICLE.

14 (a) The Director shall have authority to enforce this Article against violations
15 thereof. Upon the Director's determination that a person has violated any provision of this
16 Article, the standard plans and specifications, notices, orders, or regulations of the
17 Department; any term, condition, or limitation of any permit; or is subject to any outstanding
18 fees, deposits, or other charges, the Director shall serve notice on said person to abate the
19 violation. Any person whom the Director determines to be a responsible party for violating this
20 ~~Article~~ may be subject to any or all of the enforcement mechanisms specified in Section
21 2.4.81-, 2.4.82, and 2.4.83.

22 (b) Municipal ~~E~~excavators are not subject to the penalties and fines specified in
23 Sections 2.4.82 and .83; however, ~~M~~municipal ~~E~~excavators that violate Article 2.4 may be
24 subject to administrative penalties and costs as specified in Section 2.4.81. The Director is
25 empowered to charge ~~M~~municipal ~~E~~excavators with such penalties and costs, abate violations

1 by ~~M~~municipal ~~E~~excavators, or both. The Director may assess such penalties, costs, and
2 abatement charges against the ~~D~~deposit or budget of the ~~M~~municipal ~~E~~excavator, take other
3 appropriate action against such ~~E~~excavator within the Director's authority, or both.

4 (c) In addition to the Director, the Executive Director of the Department of Parking
5 and Traffic and the General Managers of the Municipal Railway, Public Utilities Commission, and the
6 Recreation and Park Department may determine when a permittee or responsible party who is not a
7 municipal excavator violates this Article. When one of said City officials makes a determination
8 concerning a violation, he or she shall forward such determination to the Department for appropriate
9 action.

10 SEC. 2.4.81. ADMINISTRATIVE PENALTIES AND COSTS.

11 (a) Notice of Violation. Except as specified in Subsections (1) through (3) below,
12 ~~T~~he Director shall notify the ~~person~~ responsible party for a violation that he or she has
13 seventy-two (72) hours to correct or otherwise remedy the violation or be subject to the
14 imposition of administrative penalties The Director's notice of violation shall be a written,
15 electronic, or facsimile communication and shall specify the manner in which the violation shall be
16 remedied.

17 (1) For those violations subject to the incomplete excavation provisions of
18 Section 2.4.55(d), the ~~Person~~-responsible party shall have twenty-four (24) hours to remedy
19 the violation or be subject to the imposition of administrative penalties.

20 (2) For violations that create an imminent danger to public health, safety, or
21 welfare or are otherwise subject to Section 2.4.73, the Director shall notify the ~~Person~~
22 responsible party to immediately remedy the violation or be subject to the imposition of
23 administrative penalties.

1 (3) For violations that cannot be cured within seventy-two (72) hours, including, but
2 not limited to, excavating without a permit, the Director shall notify the responsible party of the
3 Director's imposition of administrative penalties pursuant to Subsection (e).

4 ~~The Director's notice of violation shall be a written, electronic, or facsimile~~
5 ~~communication and shall specify the manner in which the violation must be remedied.~~

6 (b) Amount of Administrative Penalties. Administrative penalties assessed
7 pursuant to Subsection (a) shall not exceed ~~one~~ five thousand dollars (\$~~7~~ 5,000) per day, per
8 violation commencing with the first day of the violation. Notwithstanding the penalty limitation set
9 forth above, a ~~P~~person who excavates without a valid ~~P~~permit may be assessed a penalty not
10 to exceed ten thousand dollars (\$10,000.00) per day, per violation commencing with the first day
11 of the violation. In assessing the amount of the administrative penalty, the Director may
12 consider any one or more of the following: the nature and seriousness of the misconduct, the
13 number of violations, the persistence of the misconduct, the length of time over which the
14 misconduct occurred, the wilfulness of the violator's misconduct, and the violator's assets,
15 liabilities, and net worth.

16 (c) Enforcement Costs. In addition to the administrative penalty assessed
17 pursuant to Subsection (a), the Director may assess enforcement costs to cover the
18 reasonable costs incurred in enforcing the administrative penalty, including reasonable
19 attorneys' fees. Any enforcement costs imposed and recovered shall be distributed according
20 to the purpose for which the Director imposed them.

21 (d) Accrual of Penalties and Costs. Penalties and costs assessed under this
22 Section shall continue to accrue against ~~the Person a~~ responsible party for the violation until the
23 violation of this Article is corrected or otherwise remedied in the judgment of the Director or
24 the responsible party pays the assessed penalties and costs. If such penalties and costs are
25 the subject of a request for administrative review or an appeal, then the accrual of such

1 penalties and costs shall be stayed until the determination concerning the administrative
2 penalties is final.

3 (e) Notice Imposing Administrative Penalties. If the ~~Person designated as the~~
4 responsible party fails to remedy the violation within the time specified in the notice of violation
5 or if the violation is incurable pursuant to Section 2.4.81(a)(3), the Director shall notify in writing
6 the responsible party of the Director's imposition of administrative penalties. This notice shall
7 include the amount of the penalties and costs and declare that such penalties and costs are
8 due and payable to the City Treasurer within thirty (30) calendar days. The notice also shall
9 state that the ~~P~~person designated as the responsible party has the right, pursuant to
10 Subsection (g), to request administrative review of the Director's determination as to the
11 designation of the responsible party and the assessment of penalties.

12 (f) Finality of the Director's Determination and Collection of Assessed
13 Penalties. If no request for administrative review is filed pursuant to Subsection (g), the
14 Director's determination is final. Thereafter, if the penalties and costs are not paid within the
15 time specified in Subsection (e), the Director is empowered to pursue any method of collection
16 of such penalties and costs authorized by local law including, but not limited to deductions of
17 the ~~P~~permittee's ~~D~~deposit pursuant to Section 2.4.46(c).

18 (g) Administrative Review. Any Person that is designated as the responsible
19 party ~~responsible~~ for a violation or is subject to an administrative penalty may seek
20 administrative review of the designation or the assessment of the penalty or cost within ten
21 (10) calendar days of the date of ~~notification~~ the notice imposing administrative penalties.
22 Administrative review shall be initiated by filing with the Director a request for review that
23 specifies in detail the basis for contesting the designation of the responsible party or the
24 assessment of the penalty or cost.

25

1 (h) Notice for and Scheduling of Administrative Hearing. Whenever an
2 administrative review hearing is requested pursuant to Subsection (g), the Director, within ten
3 (10) calendar days of the date of receipt of the request, shall notify the affected parties of the
4 date, time, and place of the hearing by certified mail. Such hearing shall be held no later than
5 thirty (30) calendar days after the Director received the request for administrative review,
6 unless extended by mutual agreement of the affected parties. The Director shall appoint a
7 hearing officer for such hearing.

8 (i) Submittals for the Administrative Review Hearing. The parties to the
9 hearing shall submit written information to the hearing officer including, but not limited to, the
10 following: the statement of issues to be determined by the hearing officer and a statement of
11 the evidence to be offered at the hearing.

12 (j) Conduct of the Administrative Review Hearing. The administrative review
13 hearing is a public hearing and shall be tape recorded. Any party to the hearing may at his or
14 her own expense, cause the hearing to be recorded by a certified court reporter. During the
15 hearing, evidence and testimony may be presented to the hearing officer. Written decisions
16 and findings shall be rendered by the hearing officer within ten (10) calendar days of the
17 hearing. Copies of the findings and decision shall be served upon the parties to the hearing by
18 certified mail. A notice that a copy of the findings and decisions is available for inspection
19 between the hours of 9:00 a.m. and 5:00 p.m., Monday through Friday shall be posted at the
20 offices of the Department of Public Works.

21 (k) Director's Decision on the Hearing Officer's Recommendation. The
22 decision of the hearing officer shall be a recommendation to the Director, and the Director,
23 within five (5) calendar days of receipt of such recommendation, shall adopt, modify, or deny
24 such recommendation. The Director's decision on the hearing officer's recommendation is
25

1 final. Such decision shall be served upon the parties to the hearing and posted in the same
2 manner as the hearing officer's decision as set forth in Subsection (j).

3 ~~———— (l) ——— Finality of Director's Decision. The Director's decision shall be deemed final.~~ If
4 any imposed administrative penalties and costs have not been deposited at this time, the
5 Director may proceed to collect the penalties and costs pursuant to Subsection (f).

6 (l) Additional Procedures. The Director, by Departmental order, may adopt
7 additional procedures to implement this Section.

8 SEC. 2.4.83. CRIMINAL FINES.

9 (a) The Director is authorized to enforce the criminal provisions of this Article,
10 to call upon the Chief of Police and authorized agents to assist in the enforcement of this
11 Article, or both.

12 (b) Any person who violates this Article shall be deemed guilty of an
13 infraction. Every violation determined to be an infraction is punishable by (1) a fine not
14 exceeding \$100 for the first violation within one year; (2) a fine exceeding \$200 for a second
15 violation within one year from the date of the first violation; (3) a fine not exceeding \$500 for
16 the third and each additional violation within one year from the date of the first violation.

17 (c) When a government official authorized to enforce this Article pursuant to
18 Subsection (a) has reasonable cause to believe that any person has committed an infraction
19 in the official's presence that is a violation of this Article, the official may issue a citation to that
20 person pursuant to California Penal Code, Part II, Title 3, Chapters 5, 5C, and 5D.

21 (d) Among other violations, citations may be issued for the following specific
22 violations:

- 23 (i) Excavation without a valid permit;
- 24 (ii) Excavation without proof of the permit issuance on site;
- 25 (iii) Excavation without proper notice to the Underground Service Alert;

- 1 (iv) Excavation without proper public notice;
- 2 (v) Excavation that violates the San Francisco Traffic Code;
- 3 (vi) Excavation that violates the regulations concerning excavation sites
- 4 (Section 2.4.53), which include, but are not limited to, protection of the excavation,
- 5 housekeeping and removal of excavated material, and hazardous material;
- 6 (vii) Excavation that does not meet the ~~72-hour~~ requirements for restoration
- 7 concerning backfill, replacement of pavement base, and finished pavement (Section
- 8 2.4.55(b)); or
- 9 (viii) Excavation that exceeds the scope of the permit, including, but not limited
- 10 to, obstructing the path of automobile or pedestrian travel in excess of the permitted area.

11 ~~(e) — The nonpayment of fines or citations imposed to this Section, or the continued~~

12 ~~existence of a condition in violation of this Section, shall be grounds for the Director to deny a permit~~

13 ~~to the responsible person until such fines or citations have been paid and the condition corrected.~~

14 SEC. 2.4.85. SUSPENSION OF ACTION ON APPLICATIONS.

15 A person who is in wilful noncompliance with this Article shall not apply for nor

16 be issued a ~~subsequent~~ permit to excavate in the public right-of-way unless the Director, by

17 written authorization, grants a waiver to this prohibition. Wilful noncompliance shall include,

18 without limitation, deliberate acts that result in failure to: (a) satisfy any terms and conditions of this

19 Article, the orders, regulations, or standard plans and specifications of the Department or (b) pay any

20 outstanding assessments, fees, penalties that have been finally determined by the City or a court of

21 competent jurisdiction.

22 Section 2. The San Francisco Administrative Code is hereby amended by amending

23 Sections 10.100-230 to read as follows:

24 Sec. 10.100-230. Public Works Excavation Fund

25

1 (a) Establishment of Fund. The Public Works Excavation Fund is established as a
2 category eight fund to receive all amounts paid pursuant to Section 11.9 of the Administrative
3 Code and Article 2.4 of the Public Works Code (Part II, Chapter 10 of the San Francisco
4 Municipal Code) with the exception of Street Damage Restoration Fees paid pursuant to
5 Section 2.4.44 of the Public Works Code .

6 (b) Use of Fund. Monies in the Excavation Fund shall be used exclusively to
7 defray City costs in connection with excavation and the administration of Article 2.4. of the
8 Public Works Code, including, but not limited to, administration, construction, consultants,
9 equipment, inspection, legal services, remediation, repair, restoration, training, travel, and
10 other costs incurred by the City as well as to defray City costs in connection with the administration
11 of Section 11.9 of the Administrative Code.

12 Section 3. The San Francisco Administrative Code is hereby amended by amending
13 Section 11.9 to read as follows:

14 SEC. 11.9. UTILITY CONDITIONS PERMIT.

15 (a) Telephone Corporations. The Department of Public Works may require a
16 Person, including a Grantee of an existing Franchise, to obtain a Utility Conditions Permit prior
17 to their construction, installation, or maintenance of Telephone Lines (as defined in the
18 California Public Utilities Code) in the Public Rights-of-Way. UCPs shall be issued by the
19 Department of Public Works in a manner consistent with Applicable Law to Persons who have
20 authority as a Telephone Corporation (as defined in the California Public Utilities Code) to
21 occupy the Public Rights-of-Way pursuant to California Public Utilities Code Section 7901 and
22 who are willing to comply with the City's requirements regarding the physical use and
23 occupation of the Public Rights-of-Way. Persons intending to construct, install, or maintain
24 Telephone Lines to provide Telecommunications Services shall prove their legal right to
25 occupy and use the Public Rights-of-Way by providing the Department of Public Works a

1 current copy of their certificate of public convenience and necessity issued by the CPUC, or
2 otherwise demonstrate that they have been authorized to occupy the Public Rights-of-Way by
3 the CPUC ("CPCN"). Such "CPCN" shall expressly state the Person's authority to provide
4 facilities-based Telecommunications Service. The UCP shall set forth such conditions, in
5 addition to those already set forth in Applicable Law, as may be required to govern the
6 construction, installation, or occupancy in the Public Rights-of-Way to protect and benefit the
7 public health, safety and welfare. The terms and conditions of a UCP shall be limited to those
8 areas consistent with the City's authority under Applicable Law. A UCP shall expressly limit
9 the services which may be offered using the Telephone Lines to those services that do not
10 require a Franchise and shall have a term of no longer than two (2) years.

11 (b) Persons Subject To Franchise Requirements. Where a Person seeks to
12 construct or install Facilities that will be used to provide both Telecommunications Service and
13 Service requiring a Franchise pursuant to Section 11.3 above, a UCP may be issued only if
14 (1) the Person has obtained or has submitted a Proposal to obtain any required Franchise;
15 and (2) the Person agrees not to provide Service requiring a Franchise until a Franchise has
16 been granted by the Board. Where a Person has not already obtained any required
17 Franchise, the term of its UCP shall be limited to six (6) months and shall not be extended
18 more than twice. A UCP shall not be issued to a Person seeking to construct or install
19 Facilities to provide only Service requiring a Franchise.

20 (c) ~~Cost Recovery. The Department of Public Works may assess a Person obtaining~~
21 ~~a UCP a charge to recover the costs incurred by the City to process and grant a UCP. A UCP shall~~
22 ~~not assess a charge for use of the Public Rights-of-Way. UCP Fee. Any person required to obtain or~~
23 ~~renew a UCP shall pay to the Department of Public Works a fee of \$2000 to compensate the City for~~
24 ~~the City Attorney's costs related to: 1) establishing the applicants' authority to occupy the public right-~~
25 ~~of-way, 2) establishing the terms on which applicants may occupy the public right-of-way, and 3)~~

1 granting, monitoring, enforcing, renewing, revising or revoking UCPs. These fees shall be deposited in
2 the Public Works Excavation Fund established by Section 10.100-230 of the San Francisco
3 Administrative Code.

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RECOMMENDED:
DEPARTMENT OF PUBLIC WORKS

DESCRIPTION APPROVED:
DEPARTMENT OF PUBLIC WORKS

Edwin M. Lee
Director of Public Works

Harlan L. Kelly, Jr.
Deputy Director for Engineering
and City Engineer

APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: _____
John D. Malamut
Deputy City Attorney