



MEMORANDUM

Date: August 14, 2017

To: Lisa Gibson, Environmental Review Officer, San Francisco Planning Department

From: Alex Jonlin, San Francisco Municipal Transportation Agency

Through: Erik Jaszewski, San Francisco Municipal Transportation Agency

Subject: Private Transit Vehicle Permit Program

INTRODUCTION

The San Francisco Municipal Transportation Agency (SFMTA) proposes to establish a regulatory framework governing the operation and permitting of Private Transit Vehicles operating in San Francisco—historically termed “jitneys.” For purposes of the Agency’s permitting authority, Private Transit Vehicles are defined as privately-owned, passenger-carrying vehicles that are used to provide transportation to the public for individual fares, excluding (1) Taxis, (2) vehicles regulated by the California Public Utilities Commission (such as Transportation Network Companies), (3) vehicles operated by an organization for the purposes of transporting discrete groups of persons such as employees, students, patients or clients, (4) ambulances, and (5) fixed guideway services such as passenger railways.

In order to ensure private transit vehicle services operate in a manner that supports SFMTA’s goals as outlined in the Strategic Plan, the Transit First Policy, and the Emerging Mobility Services and Technologies Guiding Principles, SFMTA proposes to establish a permit program and regulatory framework for PTVs in San Francisco. Companies would be required to apply for and receive a permit prior to operating private transit service that is open to the public and charges individual fares in the city. Applicants would be required to provide detailed information about their proposed service and to demonstrate that the service complies with SFMTA policies in order to receive a permit. While permit issuance would not require subsequent approval by the SFMTA Board of Directors, such issuance is discretionary and is based on the terms and conditions established in the PTV Program.

PTV activities may increase or decrease irrespective of the establishment of the PTV Permit Program. However, as SFMTA’s issuance of PTV permits is discretionary, the Agency would ensure such actions that are subject to the California Environmental Quality Act

Not a “project” pursuant to CEQA as defined in CEQA Guidelines Sections 15060(c) and 15378(b) because the action would not result in a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

8/14/2017

Christopher Espiritu
San Francisco Planning Department

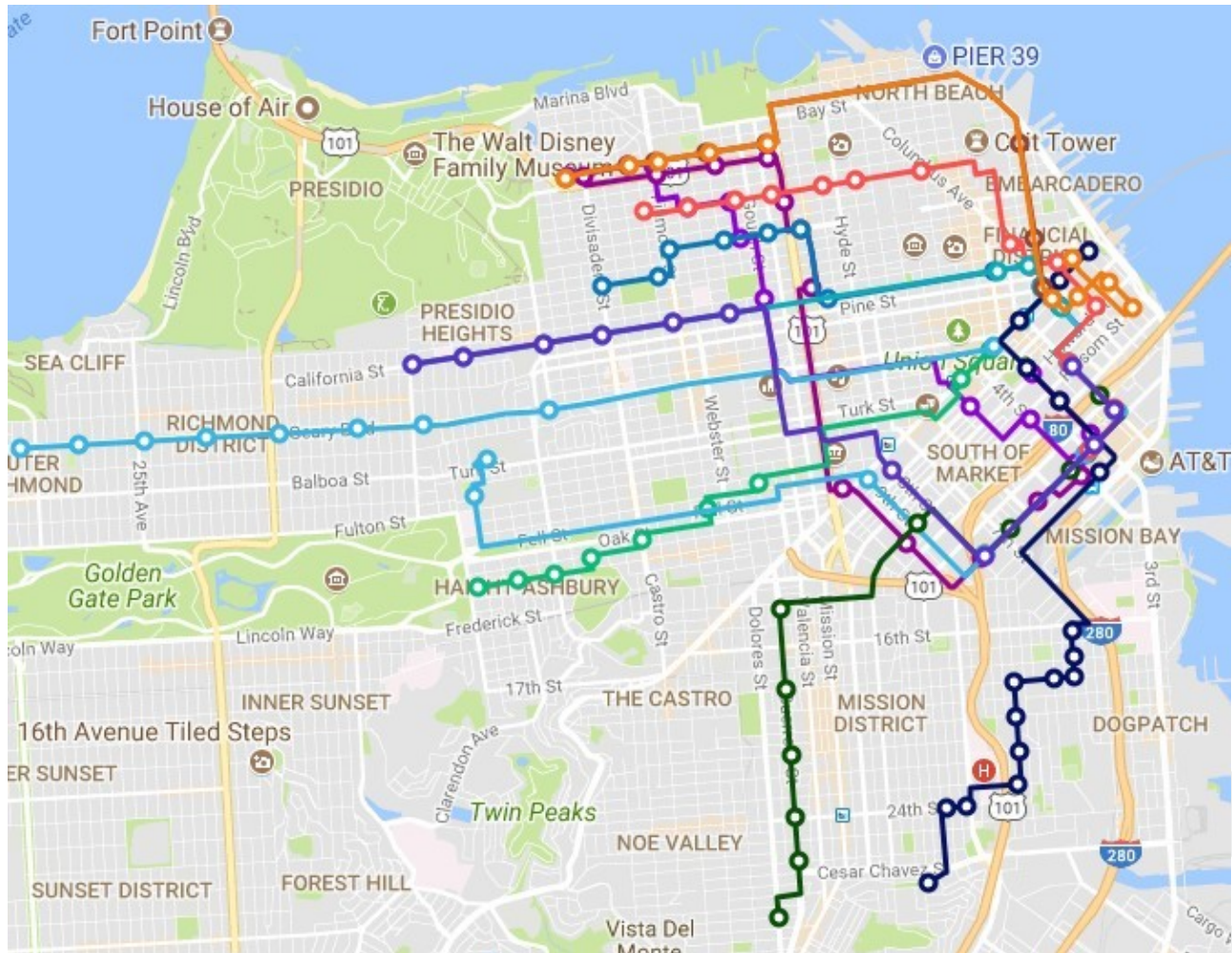
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would be reviewed by the San Francisco Planning Department. Current operations of PTV's in San Francisco are considered a baseline condition and would be permitted as such. However, prior to issuing any subsequent permits, the SFMTA would document any change in operations as compared to that which was permitted in the prior year so as to appropriately characterize any potential environmental effects resulting from such permitting action by SFMTA.

BACKGROUND

Private Transit Vehicle operators in San Francisco currently consist of one organization—Chariot. They service approximately twelve routes (as shown in Figure 1), at frequencies ranging from five to fifteen minutes during peak commute hours. In order to serve these routes, the SFMTA estimates that Chariot operates approximately 100 vehicles on San Francisco streets.

Figure 1 - Existing Chariot Routes



The SFMTA is not aware of any other existing or future private transit vehicle providers or additional routes or private transit vehicles from Chariot. Therefore, any additional routes or increase in number of Private Transit Vehicles are not reasonably foreseeable. Permittees would be required to notify the SFMTA of any changes in service, including routes, stops, and vehicles used, and the SFMTA would monitor throughout the year to ensure permittees' operations are compliant with permit terms and conditions. However, these changes would not be subject to approval on an individual basis. Private Transit Vehicle operators would be required to apply for a new permit on an annual basis.

PERMIT PROGRAM ELEMENTS

Application

Applicants would be required to provide the following information in order to be considered for a permit:

- Contact information
- Up-to-date California Highway Patrol safety inspection records
- A service plan describing the proposed service, including detailed information on any routes, frequency, service hours, and staging locations
- List of stops, including demonstration that all stops are at locations where loading is permitted
- Valid insurance certificates
- List of vehicles, including license plate numbers, valid California registrations, and vehicle specifications
- Driver training policies
- Policies and procedures for providing access to people with disabilities
- Fare structure and methods of fare payment
- Service disruption prevention plan, including steps taken to avoid labor-related service disruptions
- Agreement to indemnify the City

Permit Terms and Conditions

Permittees would be required to abide by the following permit terms and conditions. Violations could result in administrative penalties or permit revocation.

- Communication:
 - Establish a designated point of contact and responding to communications in a timely manner
 - Have a mechanism in place for receiving and addressing customer complaints
 - Post fare structure and accepted methods of fare payment on website
- Licensing and Insurance:
 - Compliance with California Highway Patrol safety inspection requirements
 - Liability insurance requirements similar to CPUC standard for similar services
 - Valid San Francisco business license

- Vehicles:
 - Valid permit authorization sticker on each vehicle
 - Valid California registration and license plates
 - Vehicles must be no more than eight years old or meet emissions standards applicable to new vehicles eight years prior
 - No more than 25 feet in length, excepting bicycle racks
 - Capability to transmit GPS data
 - No outstanding past-due citations
 - Autonomous vehicles must comply with any local regulations
- Drivers
 - Valid California driver's license
 - View Large Vehicle Urban Driving Safety Video and complete other training as required by SFMTA
 - Compliance with state and federal labor standards
 - Compliance with existing background check and drug and alcohol testing requirements
- Routes
 - New routes must not duplicate Muni service (excepting those routes that are in operation prior to establishment of the permitting program)
 - No travel on restricted streets
 - No travel in Muni Only or Transit Only lanes
 - Notify SFMTA of any changes to service plan or routes
- Stops
 - No stopping in travel lane, red zones, or other locations where stopping is prohibited
 - Loading only in legal locations such as white passenger loading zones
 - Permittees may apply for general, non-designated passenger loading zones through the Color Curb Program (specific locations are not currently foreseeable)
 - Active loading while in designated loading zones – no staging
 - Notify SFMTA of any changes to stop locations
- Data
 - Live GPS location data of all vehicles in PTV service in San Francisco
 - Ridership data as requested
- Accessibility and Equity
 - Provide equal access to people with disabilities
 - Contribute to SFMTA accessibility fund if equal service not provided
 - Non-discrimination clause

Permit Fees

First-time applicants would be required to pay a non-refundable application fee. Permittees would thereafter be required to pay a fee on an annual basis. The fee amount scales up in increments based on the size of the permittee's vehicle fleet. Fees would go towards administration and enforcement of the program, consistent with state law requiring permit fees to be set on a cost recovery basis.

Incentives would be offered to permittees to encourage use of clean air vehicles and service to historically underserved areas of the city. Permittees that operate zero-emissions vehicles would be

eligible for an annual fee reduction of up to 20%, dependent on the percentage of the permittee's fleet composed of such vehicles. Permittees offering service to MTC-defined Communities of Concern south of Cesar Chavez and Taraval Streets would also be eligible for fee reductions of up to 20%, dependent on the amount of service provided to those communities.

Enforcement

Permittees would be subject to administrative penalties of \$250 per violation per day for violation of permit terms and conditions. Investigators from the SFMTA Taxis and Accessible Services Division would be assigned to the PTV program and would be empowered to issue penalties as well as citations for parking infractions like double-parking or stopping in bus zones. These investigators would also coordinate with parking control officers, who would continue to be able to cite PTVs for parking infractions.

Repeated violation of permit terms and conditions could result in permit probation and revocation. Applicants and permittees would be able to appeal permit application denials, administrative penalties, and permit revocation with the SFMTA Hearing Division.

