OCII
office of
COMMUNITY INVESTMENT
and INFRASTRUCTURE

126-0092023-002

Agenda Item **No. 5(d)**
Meeting of September 5, 2023

TO: Community Investment and Infrastructure Commissioners

FROM: Thor Kaslofsky, Executive Director

SUBJECT: Conditionally authorizing the conversion of seventy-five (75) off-street residential parking spaces in, and adding five (5) new parking spaces to, an existing building containing 313 parking spaces at 185 Channel Street (MBS Block 2) to provide 30 short-term commercial spaces, thirty (30) commercial valet parking spaces and twenty (20) off-site below-market-rate residential parking spaces and approving a second amendment to the Basic Concept / Schematic Design for Mission Bay South Block 2; Mission Bay South Redevelopment Project Area

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EXECUTIVE SUMMARY

Channel Mission Bay Apartments at Mission Bay South Block 2 ("MBS Block 2" or "185 Channel Street"), is a 315-unit, 313 parking stall, market-rate residential building in the Mission Bay South Redevelopment Project Area ("Project Area") bounded by Channel Street to the north, 3rd Street to the west, 4th Street to the east and Long Bridge Street to the south. The Commission approved a Basic Concept / Schematic Design for MBS Block 2 on May 17, 2011, by Resolution No. 61-2011 ("BC/SD") and its construction was completed in 2014. The BC/SD approved 315 market-rate rental units, 8,100 square feet of ground floor retail space, and a 315-space accessory parking garage.

In 2018, the MBS Block 2 building owner, DCO Mission Bay LP, an affiliate of UDR, Inc. ("UDR" or "Owner") provided data indicating that their residential parking was underutilized and requested an amendment to the BC/SD that would allocate 25 of the underutilized parking stalls to its ground floor, neighborhood-serving retail tenant, Gus's Community Market. The 25-space conversion and subsequent BC/SD amendment was approved by the Commission by Resolution No. 42-2018.

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UDR continues to report underutilization of residential parking space use and now seeks to further amend the BC/SD to allow for an additional 75 spaces to be converted from parking for its residential tenants to parking for the following off-site uses: affordable housing residents, neighborhood commercial short-term parking use and valet service use. The request also requires that five valet aisle spaces be created, for a total of eighty spaces.

This request will require a second amendment to the BC/SD ("Second BC/SD Amendment") to change the use of 75 existing parking spaces plus the ability to park five (5) additional vehicles in the adjacent drive aisle, for a total of 80 parking spaces. UDR's proposal and staff's recommendation was presented to the Commission at its meeting on June 20, 2023. At that time, the Commission had questions on several topics including on the proposed pricing structure, the number of below market rate parking spaces and OCII's authority regarding approval of the proposed parking use conversion. The Commission ultimately voted to continue the item to a future date.

Staff recommends approval of the Second BC/SD Amendment to allow for 75 existing on-site residential accessory parking spaces to be used for off-site residential, short-term commercial and valet parking and to allow an additional five spaces for valet parking.

DISCUSSION

<u>Background for the Second BC/SD Amendment</u>
The BC/SD for MBS Block 2 was approved with a two-level, 315-space parking garage, representing a 1:1 ratio of automobile parking spaces to residential units, which is the maximum allowed by the Design for Development for the Mission Bay South Project Area ("Design for Development" or "D for D"). At the time of permitting, UDR needed to reduce the ground-floor level parking spaces by two spaces, resulting in a total number of 313 built parking spaces. Residential parking for this apartment building is "unbundled," meaning parking is optional and is an additional cost to a resident's apartment lease payment.

Over approximately the last seven years, UDR has observed a low parking utilization rate by its residents, with less than half of the spaces rented out by residents regardless of incentives such as a free month of parking or a small initial discount to parking rental rates. In its proposal, UDR notes that since 2020, although the building's housing units have been 97% leased, over 100 parking spaces are vacant each month. UDR is the first building owner in OCII's project areas to request a conversion of its parking uses and in doing so has provided a proposal to OCII to re-purpose most of the vacant residential parking spaces.

Since 2016, OCII staff have communicated regularly with UDR regarding parking utilization and OCII's policies for residential parking conversion. UDR proposed the conversion of 25 spaces for Gus's Community Market in 2018 as a first phase of a larger proposed parking conversion.

Neighborhood Parking Demand

OCII staff contacted each of the Mission Bay residential rental building property managers regarding their buildings' parking garages, once in 2018 and most recently in February and March of 2023. Based on these surveys, OCII staff estimates that rental properties within Mission Bay operate at 10-40% parking vacancies in market-rate residential properties with a 1:1 unit to parking ratio. Using the information gathered on these calls, there does not seem to be a substantial change in parking occupancy rates between 2018 and 2023.

OCII staff has also surveyed affordable housing property management staff within the Mission Bay South Project Area. According to reports on their affordable housing parking waitlist, there are approximately 236 residents who have expressed interest in an off-street parking opportunity.

Proposal for Second BC/SD Amendment

UDR, with feedback from OCII staff, has proposed the following:

- 30 spaces converted to short-term parking to serve nearby neighborhood commercial uses,
- 25 spaces converted to commercial valet parking spaces plus the creation of five aisle spaces and;
- 20 spaces provided at below-market rates for residents of affordable housing in Mission Bay South.

The above represent a total of 80 converted parking spaces.

With this change in use, the existing parking garage will be separated into two different zones, with a large portion of the lower level used for non-resident parkers and the upper level used only for on-site residential parkers. The proposed revision to the parking layout is described in the table below, and in Attachment A, attached to the Commission resolution accompanying this memorandum. The lower level will have unrestricted access daily from 7:00 am to 9:00 pm. These hours are currently in effect for the lower level of the garage and had been set in 2018 to accommodate visitors to the site who are using the Gus's parking spaces.

OCII staff deems UDR's 9:00 pm parking garage closing time to be appropriate given that the immediately surrounding small business and restaurants on the 4th Street retail corridor close at 9:00 pm or earlier, with the exception of LUMA Hotel's Cavana rooftop lounge which closes at midnight – 1:00 am. Slightly farther from the garage, four of the nine leased retail and restaurant spaces at the Chase Center are also open until 10:00 pm on weekends only. The garage's 9:00 pm close time also will make the parking spaces less desirable for use by event attendees given evening events at Oracle Park and the Chase Center typically end at 10:00 pm or later.

Parking Requirements and Proposed Second BC/SD Amendment

UDR is the first residential property within the Mission Bay North and South Project Areas to request a change to its on-site accessory parking uses.

The D for D provides parking ratios for each land use. For residential uses, the D for D provides a maximum parking ratio of 1 parking space per 1 residential unit. Most market-rate residential buildings in Mission Bay were built to this maximum parking ratio.

Oppositely, the D for D requires a specific parking ratio for commercial properties, ensuring that each building can adequately accommodate its employees who may commute into the area. Whereas residential properties within Mission Bay generally provide accessory parking on-site within a ground floor podium with units constructed above, many of the commercial and life sciences / biotech properties in Mission Bay have provided its parking off-site on adjacent parcels typically in stand-alone, shared commercial parking garages. Some of these commercial properties also have opened up their parking garages to the public for hourly or monthly parking, which is allowed given that the public parking still is categorized as a commercial parking use and thus there is no land use change between existing and converted parking uses.

The change from approved residential parking uses to commercial short-term parking uses requires a Second Amendment to the MBS Block 2 BC/SD, which is a discretionary action requiring approval from the Commission. The change in parking is summarized in the table below:

Parking Reallocation – Proposed Second Amendment to MBS Block 2 BC/SD

Parking Spaces Allocation	**Number of Parking Spaces**		
	As Built in 2014	**1st Amendment (2018)**	**Proposed 2nd Amendment**
On-Site Residential Parking (first + second levels) [1]	309 (137+172)	288 (116+172)	213 (41+172)
On-Site Retail	4	25	25
Off-Site Short-Term Public Parking	-	-	30
Off-Site below-market- rate Residential Parking	-	-	20
Off-Site Valet	-	-	30(2)
Total	**313**	**313**	**318**

[1] Includes car share spaces, electric vehicle spaces, spaces currently unstriped and not in use for automobile parking on the ground floor and visitor parking.

[2] Five of the 30 spaces are accommodated through a drive aisle between striped parking spaces.

Management

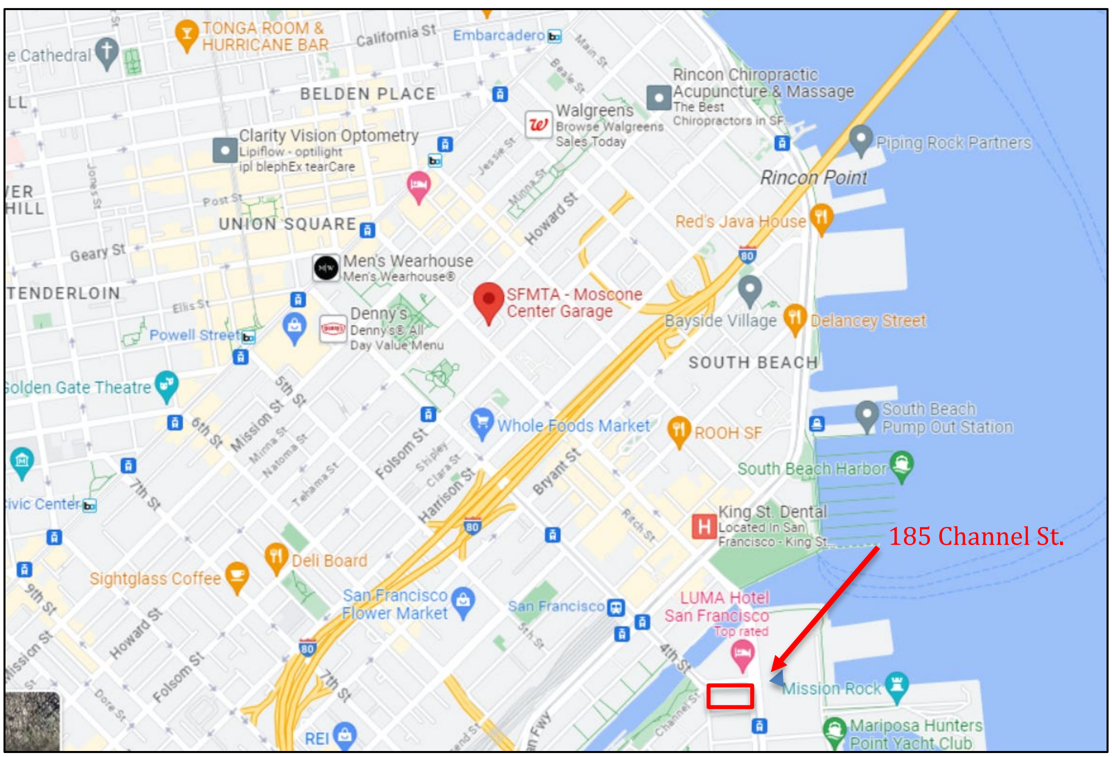
Mission Bay residents and visitors will be able to access the 30 spaces of Short-Term parking through PaybyPhone, the same smartphone application that is used by the San Francisco Municipal Transportation Agency ("SFMTA"). To supplement the PaybyPhone application, UDR will hire a third-party parking operator to monitor operations and maintain the licensing and permitting for the garage.

Short-Term Commercial Parking

Parking in this proposed category is currently planned for metered public parking and valet services.

Public Parking

Hourly pricing for the short-term spaces will be no more than the maximum hourly price at the nearest comparable SFMTA-owned parking garage at Moscone Center, located on 3rd Street in between Folsom and Howard streets in SOMA. As of August 2023, the Moscone Center's highest hourly rate is $4.00 / hour. UDR will be responsible for monitoring the Moscone Center's pricing to ensure compliance. Please see the below location map showing the Moscone Center Garage in relation to 185 Channel Street.



Pricing for the short-term spaces will also be aligned with the San Francisco Planning Department's parking pricing requirements as laid out in Planning Code Section 155(g), attached to this memorandum as Attachment B, which incentivizes short-term parking over long-term parking. Due to the high demand for on-street and off-street short-term parking in Mission Bay, OCII staff believe that this parking will help to support the businesses along 4th Street, which represent a wide variety of neighborhood and City services such as dentists, a veterinary clinic, bank branches, restaurants and an elementary school. UDR plans to do outreach to the retail businesses along 4th Street and other smaller retail corridors in Mission Bay to notify them about the new off-street metered parking opportunities so the merchants can then convey the information along to their customers.

The Owner's proposed pricing conforms with the San Francisco Planning Code's Section 155(g) and is as follows:

UDR's Proposed Parking Pricing

Duration	**Price**	**Compliance w/ Planning's 155(g)**
First 30 minutes	free	
0-8 hours	\$4.00/hour; parking durations for less than an hour will be prorated by increments of 15 minutes	
Max (8-12 hours)	\$40.00	Rate for eight or more hours (\$40.00) is no less than 10 times the rate for the first hour (\$4.00)
Overnight (12+ hours)	\$56.00	Rate for 12+ hours (\$56.00) is no less than 10 times the rate for the first hour (\$4.00)

The Owner is proposing the first 30 minutes be free of charge to deter parking garage users from parking in the spaces designated for Gus's Community Markets, as those spaces are free of charge for shoppers and are intended for shopping trips of 30 minutes or less. Any amount of time above the complimentary 30 minutes will be charged in increments of 15 minutes and prorated by the \$4.00 / hour proposed rate.

Valet Parking
LUMA Hotel, located across Channel Street from MBS Block 2, opened in the Summer of 2022. Currently, the 299-room property is served by 19 parking spaces. The hotel's first year of operations have shown a higher demand for parking and as a result, the hotel has rented spaces off-site for valet purposes. Based on consistent demand since opening, LUMA Hotel intends to lease the 25 valet spaces from UDR, plus five drive-aisle valet spaces at MBS Block 2, for a total of 30 valet spaces.
Valet employees of LUMA Hotel will have access to the garage, like MBS Block 2 residents, so that they can access the valet cars outside of the parking garage hours of operation. While the valet parking will initially be utilized by the LUMA Hotel, the valet spaces may be utilized by another entity in the future.

Below-Market-Rate Parking

Each OCII-sponsored building has its own garage with off-street parking for residents. Due to funding constraints, OCII-sponsored buildings have been built on average, with a ratio of 0.2 parking spaces per each residential unit. Parking spaces are assigned, similar to the housing units, on a lottery-basis. Certificate of Preference holders and those who can show a need for reasonable accommodation receive first preference for parking opportunities. While residents of OCII-sponsored buildings have relied on transit systems and carpooling services in the past, over the past three years, demand for parking amongst affordable housing residents in Mission Bay has substantially increased.

To address this increased demand from residents of affordable housing buildings, UDR has agreed to set aside 20 below-market-rate parking spaces, a number that represents 33% of the short-term and valet spaces, for residents of OCII-sponsored affordable housing buildings in Mission Bay South. One of these spaces will also be accessible.

Parking Space Assignment Process

OCII staff will work with representatives from OCII-sponsored affordable housing buildings in Mission Bay South and UDR or its parking operator on the below market rate parking spaces. These spaces will be allocated based on a lottery process overseen by OCII staff. Before a list of interested parties for the lottery is created ("Interested Parties List"), OCII staff will conduct outreach to up to six affordable housing buildings identified in Mission Bay South.

A property management representative from the OCII-sponsored affordable housing buildings in Mission Bay South will coordinate with the parking operator or Owner staff at 185 Channel to fill vacancies off the Interested Parties List and enforce parking policies. These 20 spots will be leased on a month-to-month basis. Based on initial feedback from affordable housing property managers in Mission Bay South, and, due to the limited number of spaces, there may be a turn-over policy to provide access to other below-market-rate residents in need of parking. When a below-market-rate parking space becomes vacant, an Owner or parking operator representative will notify OCII and designated affordable housing property management staff to fill the vacancy from the Interested Parties List.

The spaces will follow the Mayor's Office of Housing and Community Development's Inclusionary Affordable Housing Program Monitoring and Procedures Manual ("Affordable Housing Manual") and leased in accordance with Section VI. *Developer Requirements* subsection H 2.(b) *Rental Unit Parking* of the Affordable Housing Manual, which is copied for reference below in the Below Market Rate Pricing Table and attached to this memorandum as Attachment C.

In accordance with the Affordable Housing Manual, pricing for the below-market-rate parking spaces at MBS Block 2 will be tiered based on household income and will start at $100 a month. Based on requirements of OCII-issued RFP's for affordable housing parcels as well as on an income analysis of the six existing and future properties in Mission Bay South, OCII staff concludes that the majority of residents eligible for this parking will fall into this $100/ month pricing tier. For reference, market rate pricing at MBS Block 2 is approximately $310 a month. Any future below-market-rate parking lease rate changes will follow the Affordable Housing Manual's Section H. *Parking for BMR Ownership and Rental Units* subsection 2. (b)'s policy, which states "….the Project Sponsor may increase the monthly parking rate to an existing BMR Renter no more than 2% in a 12-month period…"

Below Market Rate Pricing Table

	55% AMI	80% AMI	110% AMI
Monthly Parking Price	$100	$175	$250

Lessees of the below-market-rate parking spaces will have entry rights to the garage, like MBS Block 2 residents, so that they can access their cars 24 hours a day.

OCII staff will continue to work with the OCII-sponsored affordable housing property management staff to develop any needed policies on the management of the Interested Parties List.

Future Residential Demand

The proposed parking uses represent about a 58% utilization rate for on-site residential parking currently available at 185 Channel. To address any potential increase in demand from on-site residents, the proposal includes 33 spaces to remain unallocated in the event on-site demand increases. UDR also expects, if there is a surge in demand beyond the 33 parking spaces, to shift some short-term parking back into the residential category. In addition, there are 17 spaces on the lower level that have been taken offline over the past few years, first to enhance garage circulation at the time of the Gus's Community Market parking conversion and then second to be used for ancillary storage. UDR reports that these can also be brought back online to satisfy on-site demand if needed.

Staff Recommendation

Neither the Mission Bay South Redevelopment Plan nor other Plan documents provide a standard for reviewing a conversion of residential parking to other uses. Although the Planning Code does not apply in Mission Bay South, it does provide useful criteria and guidance to consider in evaluating a conversion of residential parking. Section 303 of the San Francisco Planning Code establishes the following four criteria for evaluating non-residential accessory parking uses above levels principally permitted. OCII staff's application of the criteria to the proposed parking conversion also appears below.

(i) Accommodating excess accessory parking does not degrade the overall urban design quality of the project proposal;

The urban design quality of 185 Channel will not change due to the 75 existing spaces and five new drive aisle spaces being dedicated to short-term commercial and off-site residential parking uses. The exterior of the garage will not be altered.

(ii) All above-grade parking is architecturally screened and lined with active uses [….]; and,

The parking garage at 185 Channel met OCII's standards for screening and active uses for a neighborhood street at the time of Basic Concept / Schematic Design approval and will not change because of this this proposed amendment. The exterior of the garage will not be altered.

(iii) Excess accessory parking does not diminish the quality and viability of existing or planned streetscape enhancements.

The parking garage at 185 Channel was deemed to integrate well with the quality and viability of streetscape improvements at the time of Basic Concept / Schematic Design approval and will not change because of this proposed amendment. The exterior of the garage will not be altered.

There is an additional criterion regarding approvals for non-residential parking uses that OCII staff feel can be planned for and monitored once the parking use is in operations:

(iv) Vehicle movement on or around the project does not unduly impact pedestrian spaces or movement, transit service, bicycle movement, or the overall traffic movement in the district.

A circulation study conducted by an OCII consultant analyzed the effects of the proposed Second Amendment to MBS Block 2 BC/SD on local traffic and vehicular, bicycle and pedestrian circulation. There were no significant impacts on pedestrian, cyclist, automobile traffic, or emergency vehicle access.

In light of these results, OCII staff supports the further reduction of the number of residential parking spaces at 185 Channel and the increase of spaces devoted to off-site residential parking and short-term commercial parking.

CONDITIONS OF APPROVAL

Staff recommends the approval of the proposed Second Amendment to the MBS Block 2 BC/SD, under the following conditions:

1) While the garage may be open for a portion of event durations at Chase Center or Oracle Park, parking for these events shall be prohibited. Owner shall not charge special event pricing. To deter parking for the purpose of attending an event, Owner shall implement procedures to prevent parking for these events by placing exterior and interior directional signage that states that parking to attend games at either of these venues is prohibited within the public parking facility provided on MBS Block 2; and,

2) With respect to the parking rate pricing established, Owner shall charge its proposed rates as show in Exhibit B of Resolution 28-2023, which will also comply with Section 155(g) of the San Francisco Planning Code to incentivize short-term metered parking over long-term metered parking and which do not exceed the maximum hourly parking rate at the SFMTA Moscone Center Garage, located at 255 3rd St, San Francisco, CA 94103, which is deemed to be an applicable City-owned garage due to its proximity to Mission Bay and to a retail shopping district; and,

3) Annually, Owner will submit to OCII staff a signed statement certifying its rates comply with Section 155(g), and are no higher than the maximum rate charged at SFMTA's Moscone Center Garage. This statement will include the parking rate sheet to be used in the upcoming year; and,

4) Owner or its selected parking operator will coordinate with OCII-sponsored affordable housing property staff, via a parking procedures agreement prepared by Owner or parking operator with oversight and input by OCII and affordable housing property staff, in consultation with MOHCD, to lease and manage the below-market-rate parking spaces. The spaces will be allocated based on a lottery and subsequent waitlist document; and,

5) The number of below-market-rate parking spaces shall be calculated at 33% of the residential spaces being authorized for conversion plus the five additional spaces being created. For the 60 spaces being authorized for conversion under this resolution, the 33% equates to 20 spaces; and,

6) The monthly cost of all below-market-rate parking spaces shall be in accordance with Section VI. Developer Requirements subsection H 2.(b) Rental Unit Parking of the City and County of San Francisco Mayor's Office of Housing and Community Development's *Inclusionary Affordable Housing Program Monitoring and Procedures Manual*, as amended, and effective as of October 11, 2018 and located on the following webpage: https://sfmohcd.org/sites/default/files/Documents/MOH/Inclusionary%20Manuals/Inclusionary%20Affordable%20Housing%20Program%20Manual%2010.15.2018.pdf. Any rate increases will be made in compliance with the Inclusionary Affordable Housing Program Monitoring and Procedures Manual, as amended from time to time; and,

7) Owner will submit to OCII a signage proposal consistent with the Mission Bay South Master Signage Plan to assist with pedestrian and vehicular access to the parking garage and its various uses and obtain OCII staff level approval prior to a signage permit application submittal at the Department of Building Inspection and prior to the erection of signage that would not require a signage permit.

CITIZEN'S ADVISORY COMMITTEE ("CAC")

On May 11, 2023, OCII staff presented the proposed Second Amendment to MBS Block 2 BC/SD to the Mission Bay CAC. The CAC and community members expressed support for the conversion of on-site residential parking spaces to short-term commercial, valet and off-site below market rate residential parking. The CAC took an action to move this item forward to the Commission for review and approval. All CAC members who were present at the meeting supported the item.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

The proposed Second Amendment to MBS Block 2 BC/SD to provide a partial parking conversion within MBS Block 2 is categorically exempt from environmental review pursuant to CEQA Guidelines Section 15301 because it constitutes a minor alteration to the use of an existing structure involving a negligible expansion of an existing use.

NEXT STEPS

UDR will work with OCII to ensure certain operational procedures are in place to successfully meet the conditions of this approval. Specifically, OCII will continue to meet with property staff of OCII-sponsored affordable housing in Mission Bay South to create a policy document and lease agreement for the 20 below-market-rate parking spaces. Finally, UDR staff will continue to finalize directional signage and will share the details of the parking listing on the smartphone application with OCII staff. With an approval by Commission, the new uses in the garage are expected to be operational at some point in the Fall of 2023.

(Originated by Gretchen Heckman, Development Specialist)

DocuSigned by:
Thor Kaslofsky
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Thor Kaslofsky
Executive Director

Attachment A:	Excerpt from Amended MBS Block 2 BC/SD (Amended Pages)
Attachment B:	San Francisco Planning Code Section 155(g)
Attachment C:	Mayor's Office of Housing and Community Development's Inclusionary Affordable Housing Program Monitoring and Procedures Section VI. *Developer Requirements* subsection H 2. (b) *Rental Unit Parking*

Memorandum Attachment A: 185 Channel (MBS Block 2) Proposed Basic Concept / Schematic Design Amendment

COMBINED BASIC CONCEPT + SCHEMATIC DESIGN SUBMITTAL

TO THE SAN FRANCISCO REDEVELOPMENT AGENCY | *May 9, 2011* | *Block 2, Mission Bay, San Francisco, California* | *AMENDED November 6, 2018; September 5, 2023*

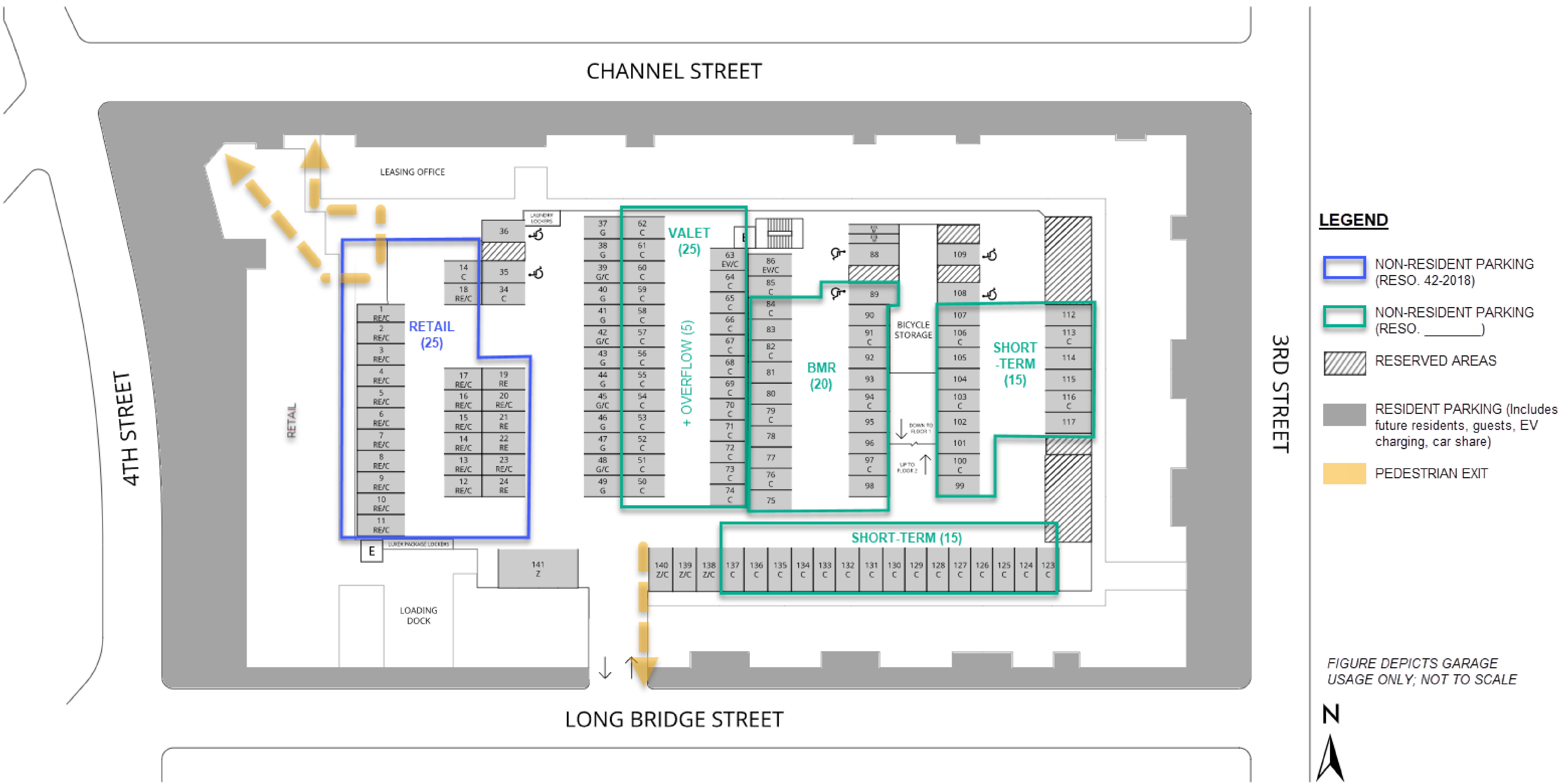
RE3 A UDR COMPANY

ANKROM MOISAN ARCHITECTURE INTERIORS PLANNING

ignition architecture

	Design for Development and Major Phase Requirements for Block 2	Project Summary
Site Size		89,497 SF (1.94 Acres)
Lot Coverage	100% below 40'-0"	94% below 40'-0"
	75% above 40'-0"	74% above 40'-0"
Base Height	65'-0"	66,150 SF
Midrise + Tower Height	90'-0"	
Allocated Area	10,750 SF + 16,000 SF = 26,750 SF	21,375 SF
Streetwall		
Minimum Height	15'-0"	
Maximum Height	90'-0" along 4th Street, 65'-0" along 3rd Street	88'-0" along 4th Street, 65'-0" along 3rd Street
Minimum Length	70% along 4th Street and 3rd Street	95% along 4th Street and 100% along 3rd Street
Depth Variation	10'-0" maximum	
Setback		
3rd Street	5'-0" setback	5-0" setback
4th Street	5'-0" setback above 30'-0" **	No setback
Projections	Minimum 8'-0" vertical clearance	No projections below 8'-0"
	Maximum 3'-0" over public r.o.w. (not applicable to marquees)	Marquees project 5'-0"
Open Space	70 SF /living unit x 315 units = 22,050 SF	21,110 SF common open space
		(additional private decks at various units)
Residential Parking	Maximum 1 space per living unit = 315 spaces	**213** spaces provided, ranging from 127.5 SF to 160 SF
Bicycle Parking	Minimum 1 space per 20 vehicle spaces = 16	160 spaces provided
Loading Space	Retail: Area < 10,000 SF = 0 spaces	2 spaces provided
	Residential: Area from 200,001 SF to 500,000 SF = 2 spaces	(12'-0"W x 35'-0"D x 14'-0"H)
	Minimum 10'-0"W x 35'-0"D x 14'-0"H	
Nonresidential Parking		**105 spaces provided (See Page 13A)**

	Project Data			
Number of Units	315			
Gross Floor Area	468,136 SF			
Unit Breakdown/Areas	Type	Count	Size	
	Studio	35	529 SF - 550 SF	
	1 Bedroom	195	650 SF - 850 SF	
	2 Bedrooom	85	1,046 SF - 1,212 SF	
Retail Net Area	7,971 SF			
Leasable Area	265,956 SF			
Number of Stories	8			



RE3 A UDR COMPANY | ANKROM MOISAN ARCHITECTURE INTERIORS PLANNING | ignition architecture

GROUND FLOOR PARKING USAGE

Mission Bay | Block 2

SAN FRANCISCO, CA

05.09.2011

AMENDED

Memorandum Attachment B

SEC. 155. GENERAL STANDARDS AS TO LOCATION AND ARRANGEMENT OF OFF-STREET PARKING, FREIGHT LOADING, AND SERVICE VEHICLE FACILITIES.

(See Interpretations related to this Section.)

Required off-street parking and freight loading facilities shall meet the following standards as to location and arrangement. Facilities which are not required but are actually provided shall also meet the following standards unless such standards are stated to be applicable solely to required facilities. In application of the standards of this Code for off-street parking and loading, reference may be made to provisions of other portions of the Municipal Code concerning off-street parking and loading facilities, and to standards of the Better Streets Plan and the Bureau of Engineering of the Department of Public Works. Final authority for the application of such standards under this Code, and for adoption of regulations and interpretations in furtherance of the stated provisions of this Code shall, however, rest with the Planning Department.

(a) **Required Parking and Loading on the Same Lot as the Use Served.** Every required off-street parking or loading space shall be located on the same lot as the use served by it, except as provided in Section 161 of this Code.

(b) **Off-Street Parking and Loading on Private Property.** Every off-street parking or loading space shall be located in its entirety within the lot lines of private property. Shared driveways are encouraged.

(c) **Adequate Means of Ingress and Egress.** Every off-street parking or loading space shall have adequate means of ingress from and egress to a Street or Alley. Access to off-street loading spaces shall be from Alleys in preference to Streets, except where otherwise specified in this Code.

Adequate reservoir space shall be provided on private property for entrance of vehicles to off-street parking and loading spaces, except with respect to spaces independently accessible directly from the Street.

For Residential Uses, independently accessible off-street parking spaces shall include spaces accessed by automated garages, or car elevators, lifts or other space-efficient parking as defined in Section 154(a)(4) and Section 154(a)(5) provided that no more than one car needs to be moved under its own power to access any one space.

(d) **Enclosure of Off-Street Loading and Service Vehicle Spaces Required.** All off-street freight loading and service vehicle spaces in the C-3, DTR, MUO, CMUO, WMUO, MUG, WMUG, and MUR shall be completely enclosed, and access from a public Street or Alley shall be provided by means of a private service driveway that is totally contained within the structure. Such a private service driveway shall include adequate space to maneuver trucks and service vehicles into and out of all provided spaces, and shall be designed so as to facilitate access to the subject property while minimizing interference with street and sidewalk circulation. Any such private service driveway shall be of adequate width to accommodate drive-in movement from the adjacent curb or inside traffic lane but shall in no case exceed 30 feet. Notwithstanding the foregoing, if an adjacent Street or Alley is determined by the Zoning Administrator to be primarily used for building service, up to four off-street freight or loading spaces may be allowed to be individually accessible directly from such a Street or Alley, pursuant to the provisions of Section 309 in a C-3 District, the provisions of Section 309.1 in a DTR District, the provisions of Section 329 for projects subject to Section 329 in a MUO, CMUO, WMUO, MUG, WMUG, or MUR District, or by administrative decision of the Zoning Administrator for projects that are not subject to Section 329 in a MUO, CMUO, WMUO, MUG, WMUG, or MUR District.

(e) **Alternate Location of Service Vehicle Spaces.** Where site constraints would make a consolidated freight loading and service vehicle facility impractical, service vehicle spaces required by Sections 153(a)(6) and 154(b)(3) of this Code may be located in a parking garage for the structure or other location separate from freight loading spaces.

(f) **Freight Elevator Access to Off-Street Freight Loading.** Whenever off-street freight loading spaces are provided, freight elevators immediately accessible from the loading dock shall be provided to all floors which contain uses that are included in the calculation of required number of freight loading spaces. If freight loading facilities are subterranean, the location and operation of freight elevators shall be designed, where feasible, to discourage use of freight elevators for deliveries from the ground floor. Directories of building tenants shall be provided at all freight elevators. A raised loading dock or receiving area shall be provided with sufficient dimensions to provide for short-term storage of goods. All required freight loading and service vehicle spaces shall be made available only to those vehicles at all times, and provision shall be made to minimize interference between freight loading and service operations, and garbage dumpster operations and storage.

(g) **Parking Pricing Requirements.** In order to discourage long-term commuter parking, any off-street parking spaces provided for a structure or use other than Residential or Hotel in a C-3, DTR, SPD, MUG, WMUG, MUR, CMUO, WMUO, or MUO District, whether classified as an accessory or Conditional Use, that are otherwise available for use for long-term parking by downtown workers shall maintain a rate or fee structure for their use such that the rate charge for four hours of parking duration is no more than four times the rate charge for the first hour, and the rate charge for eight or more hours of parking duration is no less than 10 times the rate charge for the first hour. Additionally, no discounted parking rate shall be permitted for weekly, monthly or similar time-specific periods.

(h) **Layout and Markings.** The internal layout of off-street parking and loading spaces, driveways, aisles and maneuvering areas shall be according to acceptable standards, and all spaces shall be clearly marked.

(i) **Parking Spaces for Persons with Disabilities.** For each 25 off-street parking spaces provided, one such space shall be designed and designated for persons with disabilities.

(j) **Bicycle Parking.** Bicycle parking shall be provided, as required by Section 155.2.

(k) **Encroachments.** Off-street parking and loading facilities shall be arranged, designed and operated so as to prevent encroachments upon sidewalk areas, bicycle lanes, transit-only lanes and adjacent properties, in the maneuvering, standing, queuing and storage of vehicles, by means of the layout and operation of facilities and by use of bumper or wheel guards or such other devices as are necessary.

(l) **Driveways.** Driveways crossing sidewalks shall be no wider than necessary for ingress and egress, and shall be arranged, to the extent practical, so as to minimize the width and frequency of curb cuts, to maximize the number and size of on-street parking spaces available to the public, and to minimize conflicts with pedestrian and transit movements.

(m) **Surfacing and Grading.** Every off-street parking or loading facility shall be suitably graded, surfaced, drained and maintained.

(n) **Parking or Loading in Required Open Spaces.** Off-street parking and loading spaces shall not occupy any required open space, except as specified in Section 136 of this Code.

(o) **Accounting of Parking and Loading Spaces.** No area credited as all or part of a required off-street parking space shall also be credited as all or part of a required off-street loading space, or used as all or part of an unrequired off-street loading space. No area credited as all or part of a required off-street loading space shall also be credited as all or part of a required off-street parking space, or used as all or part of an unrequired off-street parking space.

Memorandum Attachment C

Inclusionary Affordable Housing Program

Monitoring and Procedures Manual

CITY AND COUNTY OF SAN FRANCISCO

MAYOR'S OFFICE OF HOUSING AND COMMUNITY DEVELOPMENT

One South Van Ness Avenue, 5th Floor
San Francisco, CA 94103
(415) 701-5500
www.sfmohcd.org

Effective Date: October 11, 2018

6. Establishing Initial Rent Levels for BMR Rental Units

MOHCD shall calculate initial rent levels according to the following assumptions:

- A Household that is one person larger than the total number of bedrooms except:
  - Studio units which assume a one-person Household;
  - SRO units which are calculated at 3/4 of the price of a studio.
- 30% of the monthly income required by the Use Restrictions

H. Parking for BMR Ownership and Rental Units

1. Number of Parking Spaces

Parking spaces must be assigned to BMR Units at the same ratio of parking spaces to market-rate units in the Project overall regardless of the total number of parking spaces available. See the chart below for an example.

	Units	**Parking Spaces**	**Percent of Total**
Market Rate	80	48	80%
Below Market Rate	20	12	20%
Total	100	60	100%

2. Price of Parking Spaces

a) Bundled Parking

In Projects where parking is included in the sales price or monthly rent amount of a market rate unit, then parking spaces must also be granted to BMR Owners or Renters within the Maximum Affordable Purchase or Maximum Annual Rent. These parking spaces are sold and re-rented with the BMR Unit at no extra cost.

b) Unbundled Parking

Ownership Unit Parking

In Projects where parking for the market-rate units is sold separately, the price of parking for BMR Units shall be calculated by taking the Maximum Purchase Price that is 10 AMI percentage points above the maximum income level specified in the NSR and subtracting the Maximum Purchase Price at the maximum income level specified in the NSR. All parking spaces granted to BMR Owners shall be resold with the BMR Ownership Unit within the Maximum Resale Price.

Example:

Maximum income level from NSR	90%
10% AMI above maximum income level	100%

Maximum Allowable BMR Sales Price for 1 bedroom	$340,000 @100% AMI
Maximum Allowable BMR Sales Price for 1 bedroom	$300,000 @90%AMI
Parking Price	$40,000

Project Sponsors choosing this option must provide proof that they have marketed their Market Rate Units as having separately priced parking and list two respective sales prices for every Housing unit, one price with parking and one price without parking.

Rental Unit Parking

In rental buildings, the BMR parking spaces designated for BMR Units must remain exclusively for the use of BMR Renters for the Life of the Project. When leasing BMR Units, Project Owners must create a Parking Waitlist consisting of the BMR Households that were not granted a parking space, in lottery rank order. All parking spaces granted to BMR Renters must be offered to the next Household on the Parking Waitlist when a BMR Renter moves out. As new BMR Renters move into the building, they must be added to the end of the Parking Waitlist.

Project Owners may charge one of three maximum monthly parking rental rates to new BMR Renters based on the designated maximum income level for a specified BMR rental unit in the NSR as follows:

(1) for BMR Rental Units designated at 55% AMI, the lesser of $100 per month or 80% of the Project's average monthly parking rate for a market rate parking space;

(2) for BMR Rental Units designated at 80% AMI, the lesser of $175 or 80% of the Project's average monthly parking rate for a market rate parking space; and

(3) for BMR Rental Units designated at 110% AMI, the lesser of $250 or 80% of the Project's average monthly parking rate for a market rate parking space.

In addition, the parking rate for SRO BMR Rental Units cannot exceed the lesser of 75% of the maximum parking rate of a studio unit, or 80% of the Project's average monthly parking rate for a market rate parking space. The chart below provides an example of the initial maximum monthly parking rates assuming a Project's average monthly parking rate for a market rate parking space is $350.

Monthly Parking Rates	**SRO**	**STUDIO**	**1BR**	**2BR**	**3BR**
Units at 55% AMI	$75	$100	$100	$100	$100
Units at 80% AMI	$131	$175	$175	$175	$175
Units at 110% AMI	$188	$250	$250	$250	$250

If a Property Sponsor is in compliance with the annual recertification for all BMR Renters of the Project, the Project Sponsor may increase the monthly parking rate to an existing BMR Renter no more than 2% in a 12-month period. The parking rate increase may only occur upon or after recertification, and only in the case where a BMR Renter has reached the end of an annual lease.

3. Parking Selection

The opportunity to purchase or lease a parking space will be offered in lottery rank order until all required BMR parking spaces are purchased or leased. For BMR Ownership Units, if there are still remaining parking spaces assigned to BMR Units, Project Sponsors may sell the remaining spaces to Market Rate buyers. If available, BMR Owner Households may purchase or lease a second parking space outside of the lottery system, at market price. However, the selling of this second parking space becomes the responsibility of the BMR Owner upon resale and the price cannot be added to the Maximum Resale Price. Subsequent buyers of the BMR Unit are not required to purchase the second parking space.

In BMR Rental buildings, if there are remaining parking spaces assigned to BMR Units, Project Sponsors must receive written approval from MOHCD to lease the remaining spaces at market rate on a month-to-month basis until a Parking Waitlist Household requests a parking space originally restricted to BMR Units.

4. Bike Parking

BMR Ownership and Rental Units that are initially sold or rented with a designated bike parking space must be resold or re-rented with bike parking spaces included at no additional cost.

I. Marketing New BMR Units

1. Goal of Marketing and Outreach Requirements

The overall goal of MOHCD in its marketing and outreach requirements is to ensure that the diverse groups of people living in San Francisco have knowledge of and access to the affordable housing opportunities offered through the Program. Project Sponsors are required to conduct various activities and use every good faith effort to engage in targeted outreach that attracts income qualified Households from communities that have been historically disenfranchised from City sponsored housing. This includes, without limitation, members of the following racial, ethnic, gender or otherwise underserved through current market rate housing:

- African-Americans
- Latinos
- Asians – defined as persons of Chinese, Japanese, Korean, Pacific Islander, Samoan, Filipino, Southeast Asian or Asian Indian origin
- Native Americans
- Women
- Lesbian, Gay, Bi-Sexual and Transgender (LGBT) Individuals
- Families with dependents