



TEMPORARY STORAGE CONTAINERS IN THE PUBLIC RIGHT-OF-WAY

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OVERVIEW



- BACKGROUND
- ANALYSIS
- RECOMMENDATIONS

BACKGROUND

Temporary Storage Containers



BACKGROUND

Current Policies and Procedures



MUNICIPAL CODE SECTION 17.08.020

- Storage containers may not be placed in the right-of-way for more than one hour at a time
- Not expressly allowed with an encroachment permit

FY 2020-2021 COMPREHENSIVE FEE SCHEDULE

- \$381 with a \$500 deposit



ANALYSIS

ANALYSIS

Conditions of Approval - Requirements



- Allowable container placement
 - In front of permittee's residence, adjacent to the curb
- Restrictions on placement
 - Not allowed on the sidewalk, where visibility is impaired for drivers or pedestrians
- Maximum number of storage containers per household
- Length of time allowed in the public right-of-way
- Placement and type of reflectors on the container
- Posting the permit or contact information on the container
- Maximum container size

ANALYSIS

Application Process – Site Plan

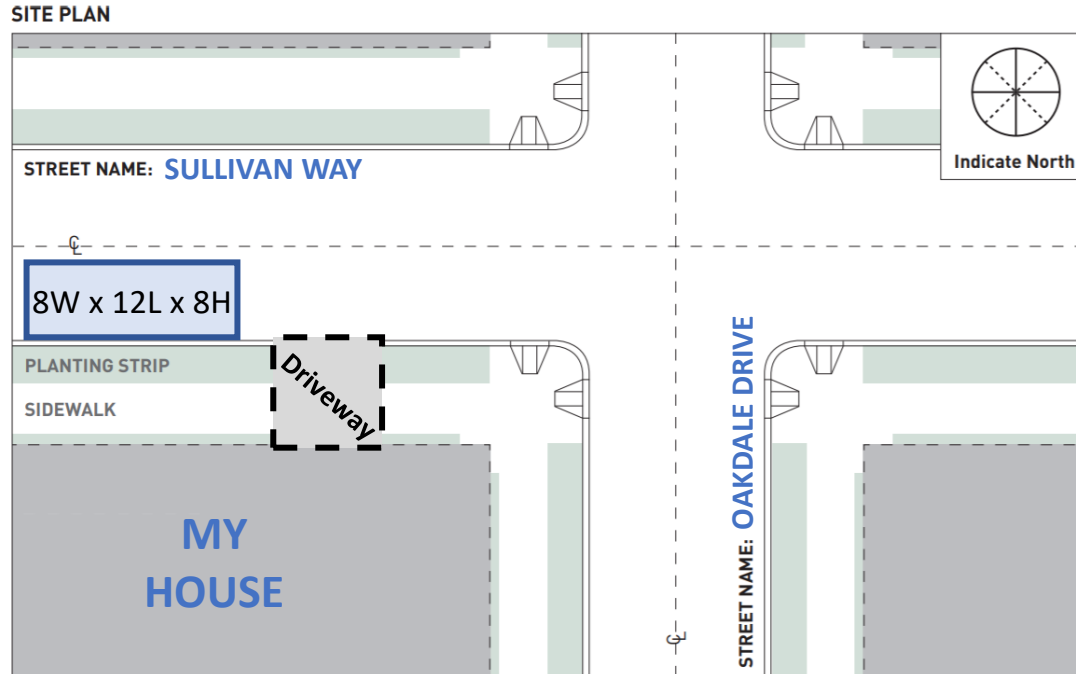


SITE PLAN

A site plan diagram showing a street intersection. The diagram is divided into four quadrants by a vertical dashed line and a horizontal dashed line. The horizontal line is labeled "STREET NAME:" on the left and "STREET NAME:" on the right. The vertical line is labeled "STREET NAME:" on the right. The top-left quadrant shows a building footprint (grey) and a sidewalk (green). The top-right quadrant shows a building footprint (grey) and a sidewalk (green). The bottom-left quadrant shows a large grey area labeled "PRIVATE PROPERTY" and a green area labeled "PLANTING STRIP" and "SIDEWALK". The bottom-right quadrant shows a large grey area labeled "PRIVATE PROPERTY" and a green area labeled "PLANTING STRIP" and "SIDEWALK". A north arrow is located in the top-right quadrant, labeled "Indicate North".

ANALYSIS

Application Process – Site Plan



Sustainability and Infrastructure Commission



October 14, 2020

- Presented a draft policy
- Provided feedback on a permit renewal option and fee waiver for low-income households

November 12, 2020

- Unanimously recommended approval



RECOMMENDATIONS

RECOMMENDATIONS

Conditions of Approval



Temporary storage containers in the public right-of-way must:

- Submit a sketched site plan or map mark-up showing necessary information
- Be placed on residential streets only
- Be placed in the public right-of-way for a maximum of 7 days

RECOMMENDATIONS

Conditions of Approval (Continued)



- Placement
 1. On private property (No permit required)
 2. On-street in front of permittee's residence
 3. At the next closest on-street space and courtesy notification sent to the property owner(s) or tenant(s) nearest to the container is required
- A copy of the encroachment permit must be posted on the container
- Staff may restrict placement where the container adversely affects public peace and safety

RECOMMENDATIONS

Conditions of Approval (Continued)



May be placed on streets with unmarked parking stalls and without a centerline if a **12-foot, clear path of travel** for vehicles is maintained

RECOMMENDATIONS

Conditions of Approval (Continued)



May be placed on streets with a marked centerline if a **10-foot travel lane** is maintained

RECOMMENDATIONS

Permit Renewal



Allow permit renewals at a rate of \$10 per container per day for up to a maximum of 7 additional days.

Renewals will be contingent upon whether valid, safety-related complaints have been received about the container (e.g., affects site visibility)

RECOMMENDATIONS

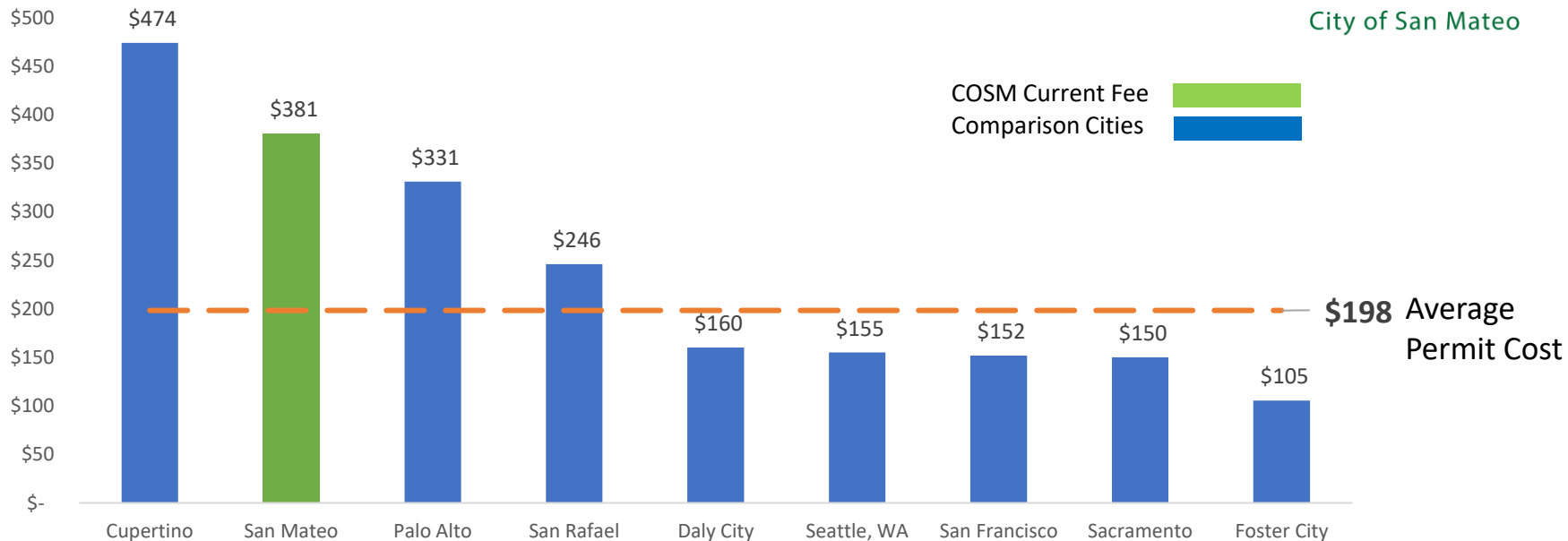
Municipal Code Amendment



Update Section 17.08.020 to expressly allow temporary storage containers in the public right-of-way with an encroachment permit for no longer than 7 days with the option for renewal for up to 7 additional days for a maximum term of 14 days

RECOMMENDATION

Permit Fee Comparison



RECOMMENDATIONS

Permit Fee and Fee Waiver



\$160 plus \$350 deposit

- New fee for temporary storage containers that is separate from debris boxes
- Based on staff time needed to review and process an application
- Deposit encourages removal of the container

Fee waiver option for qualified low-income households

NEXT STEPS



Staff will bring the proposed ordinance for a second reading to adopt the Municipal Code amendments and will prepare a resolution to implement the fee for temporary storage containers in the 2020-2021 Comprehensive Fee Schedule.



Thank You

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RECOMMENDATIONS

Placement of Containers (Not Allowed)



Indian Avenue

- No centerline
- Unmarked parking stalls
- Total street width is approximately 26 feet
- On-street parking (both sides)

RECOMMENDATIONS

Fee Waiver Qualification



Residential On-Street Accessible Parking Space Program

- Requires a proof of income document dated within a year of the application submittal date
- Acceptable proof of income documents:
 - Notice of Action letter from the County of San Mateo for Medi-Cal or Medi-Cal card with valid issue or expiration date
 - Women, Infants & Children Voucher
 - Eligibility letter from the County of San Mateo for CalWorks or General Assistance

RECOMMENDATIONS

Conditions of Approval



Temporary storage containers in the public right-of-way must:

- Submit an encroachment permit application, Certificate of Insurance, and a sketched site plan or map mark-up showing the container's proposed location, permittee's residence, adjacent driveways, proximity to street corners, container dimensions, and if applicable, fire hydrants, accessible curb ramps, bus stops, and colored curb markings;
- Be placed in a legal parking space adjacent to the curb
- Be 8 feet or less in width
- Be placed on residential streets only

RECOMMENDATIONS

Conditions of Approval (Continued)



- Placement
 1. On private property (No permit required)
 2. On-street in front of permittee's residence
 3. At the next closest on-street space and courtesy notification sent to the property owner(s) or tenant(s) nearest to the container
- Not be placed in front of driveways, bus stops, accessible curb ramps, fire hydrants, colored curb markings, pedestrian crosswalks (striped or unstriped), and where visibility is impaired for vehicles, bicyclists, and/or pedestrians

RECOMMENDATIONS

Conditions of Approval (Continued)



- Have a copy of the encroachment permit posted on the container
- Be placed in the public right-of-way for a maximum of seven (7) days
- Must comply with Chapter 3 of the 2019 California Fire Code
- Have reflectors at each corner
- Not be placed in a manner that restricts access to a storm drain, utility box or hole, fire standpipe, or fire department connections (FDC) to existing buildings;
- Staff may restrict placement where the container adversely affects public peace and safety.

PERMIT FEE



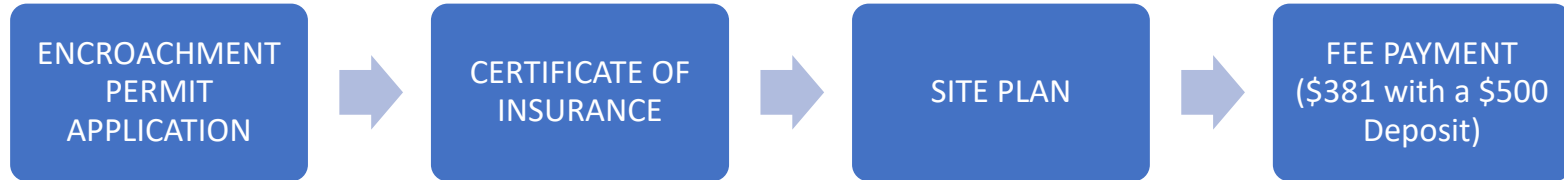
City	Cost	Unit	Deposit	Additional Fees
Cupertino	\$ 474.00	Flat Fee	N/A	N/A
SAN MATEO	\$ 381.00	Flat Fee	\$ 500.00	N/A
Palo Alto	\$ 331.00	Per Container	N/A	N/A
San Rafael	\$ 246.00	Flat Fee	N/A	N/A
Daly City	\$ 160.00	Flat Fee	\$ 150.00	\$80.00 Per Week
Seattle, WA	\$ 155.00	Flat Fee	N/A	N/A
San Francisco	\$ 152.00	Flat Fee	N/A	After 3 rd Day, \$74.00 Per Container Per Day
Sacramento	\$ 150.00	Flat Fee	\$ 75.00	N/A
Menlo Park	\$ 119.00	Per Week	N/A	N/A
Foster City	\$ 51.70	Flat Fee	N/A	\$53.75 Processing Fee
Burlingame	\$ 10.00	Per Space Per Day	N/A	\$35.00 Processing Fee

Average Permit Cost - \$198.00

CURRENT POLICIES AND PROCEDURES



ENCROACHMENT PERMIT APPLICATION PROCESS



INSURANCE



Commercial General Liability Insurance:

- \$2M limit per occurrence
- Lists the City as additionally insured

Obtained through a homeowner's or renter's insurance policy