



## PERMITS ISSUED BY BUREAU OF STREET-USE AND MAPPING

- Additional Street Space
- Banners
- Boring/Monitoring Well
- Café Tables and Chairs
- Debris Box
- Display Merchandise
- Flower Market
- Free Sample Merchandise
- General Excavation
- Inspection of Conformity Right-of-Way
- Major Encroachment
- Minor Sidewalk Encroachment
- Mobile Food Facility (Food Trucks)
- Mobile Storage Container
- Night Noise
- Notice To Repair
- Overwide Driveway (over 30')
- Parklet
- Pipe Barrier / Security Bollards
- Side Sewer
- Sidewalk Landscaping
- Sidewalk Repair (Voluntary)\*
- Special Sidewalk
- Street Space Occupancy\*
- Street Improvement
- Transit Shelters
- Temporary Occupancy
- Tree Planting and Removal
- Underground Tank Removal
- Utility Excavation
- Vault Encroachment
- Wireless Box

\*Issued only at Bureau of Street-Use Mapping Counter at  
**Department of Building Inspection —**  
**1660 Mission Street, 5th Floor**

## SIDEWALK LANDSCAPING



### WHY LANDSCAPE YOUR SIDEWALK?

- Create better conditions for street trees
- Improve quality of ground water
- Improve livability of neighborhood
- Increase property values
- Landscaped sidewalks look great
- Provides habitat for birds and butterflies
- Reduce stormwater run-off
- Sequester carbon

### HOW DO I PARTICIPATE AND WHAT IS THE PERMIT FEE?

Apply for a Sidewalk Landscaping Permit through the Department of Public Work's Bureau of Urban Forestry.

**Application Form** and **Fee Schedule** is available :

- In Person : 1155 Market Street, 3rd Floor
- By Calling : 415-554-7600
- Online : [www.sfdpw.org](http://www.sfdpw.org)

"How-To" videos, plant palettes and designs, and templates can also be found under the Sidewalk Landscaping page under the "Permits" tab on the website to view for your plan.

**NOTE : DPW may find it necessary to request additional information after the initial application review.**



### Bureau of Street-Use & Mapping

1155 Market Street, 3rd Floor

San Francisco, CA 94103

(415) 554-5810 (T) | (415) 554-6161 (F)

Processing Hours : 8A-4P



## WHAT STEPS DO I NEED TO TAKE?

1. Determine if your sidewalk is wide enough to install sidewalk landscaping.

In general, the following apply:

- **Urban Area** with adjacent parking : **Minimum Width : 11ft.**  
(6 ft unobstructed sidewalk + 3 ft planting + 2ft courtesy strip).
  - **Residential Areas** or alleyways with parking : **Minimum Width : 9ft**  
(4 ft unobstructed sidewalk +3 ft planting + 2ft courtesy strip).
2. Determine if you as the property owner or as agent of property owner are committed to maintain landscaping. Often an agent of the property owner is interested in installing sidewalk landscaping, however the property owner will be responsible for the ongoing maintenance of the sidewalk and landscaped area and therefore must sign the application.
  3. Determine if you plan to hire a landscape designer or provide plan and plant list yourself. You can prepare your own plan. The most important elements are sidewalk width, your proposed planting area dimensions, and any existing utilities or site conditions.
  4. Determine if you wish to hire a contractor to do the work or do the work yourself.
  5. You may also opt to hire a contractor to saw cut and remove the portion of concrete sidewalk slated for new sidewalk planting and do the planting yourself.



## WHAT INFORMATION SHOULD BE INCLUDED IN THE REQUIRED APPLICATION DRAWINGS?

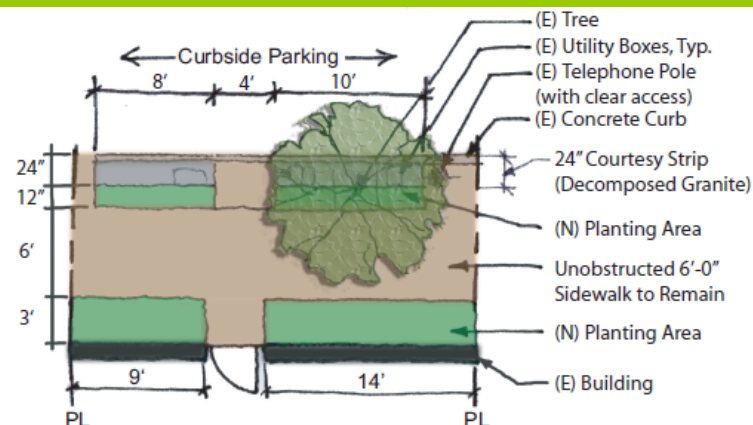
Include the following measurements:

- Width of Sidewalk (from back of curb)
- Length and Width of new planting bed along Curb
- Length and Width of new planting bed along Building
- Length of Your Property along Sidewalk
- Width of Driveway
- Width of Entries (Doorways and Stairs)
- Width of Remaining Unobstructed Concrete Sidewalk
- Proposed width of accessible path from parking spot (4' minimum)
- Width of Courtesy Strips (24" minimum)
- Width of Clear Access to Utility

Label the following elements in your plan:

- Identify Property Line
- Entry ways
- Above-ground utilities (utility poles, hydrants, etc)
- Below-ground utilities (PG&E, Comcast, AT&T, SFW, etc)
- Street Furniture and Elements (benches, mailboxes, etc)
- Existing Trees
- Identify Existing Planting Areas and Tree Wells, Proposed New Trees, Proposed New Sidewalk Landscape Bed,
- Type of Adjacent Curbside Parking (parallel, perpendicular or diagonal), and Proposed edging treatment if any.

## SAMPLE PLAN DRAWING FOR PERMIT WITH TYPICAL 12' SIDEWALK : TEMPLATE AVAILABLE AT WWW.SFDPW.ORG



### Plant List: (Sun Tolerant)

- 2 - California Figwort (*Scrophularia californica*)
- 3 - Blue Hibiscus (*Alyogyne huegelii*)
- 5 - Snapdragon (*Galvezia speciosa*)
- 6 - Fernleaf Yarrow (*Achillea filipendulina*)
- 7 - Silver Sage (*Artemisia 'Powis Castle'*)
- 19 - California Poppy (*Eschscholzia californica*)
- 20 - Beach Aster (*Erigeron glaucus*)

Legend:

- (E) - Existing
- (N) - New
- PL - Property Line
- Typ. - Typical

## HOW DO I DETERMINE WHAT PLANTS ARE SUITED TO MY SIDEWALK?

Select plants that are suited to your climate zone in San Francisco and tolerate the microclimatic conditions of your site. DPW encourages the use of drought tolerant and CA native plants. The city can be divided simply into three zones

1. Fog Belt
2. Transition
3. Sun Belt.

Refer to the San Francisco Climate Zone Map and Sidewalk Landscaping Drought Tolerant List for a list of plants suited for San Francisco.

Your Urban Forestry inspector can also answer questions and provide suggestions for plant choices.

## CAN I HIRE A CONTRACTOR THROUGH THE CITY?

If you receive a notice to repair your sidewalk and your sidewalk conditions allow for a sidewalk landscaping installation, you have the option to hire a contractor through the DPW Bureau of Street Use and Mapping for the work.

You would select one of our pre-designed landscapes, designed for your area and exposure. Then you would complete the application, indicating which of the landscapes you would like installed and the approximate square footage you believe will work for your site.

DPW staff will contact you to discuss details and provide you with a preliminary cost estimate. If you agree to proceed, DPW will send an installation agreement for you to sign and return to DPW. DPW will contact you once the exact installation date is finalized.