



SFMTA

Special Traffic Permit Application

Minimum processing times, see Blue Book section 1.2.7

Minimum 2 months notice for complex permits (Tower Crane, Foundation Pour, etc)



**Transportation Engineering
Sustainable Streets
City and County of San Francisco**

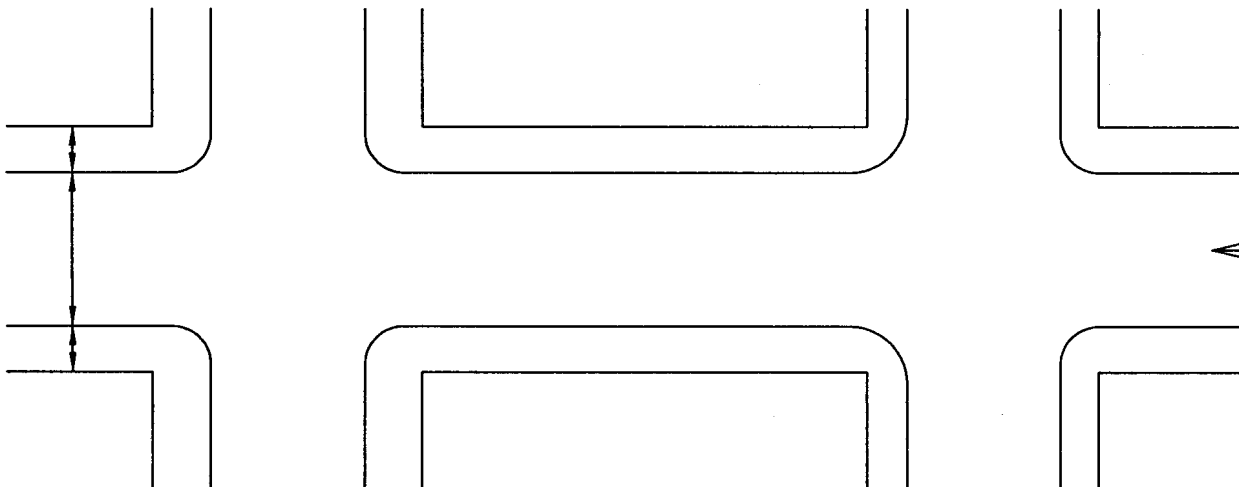
Email to: trafficpermits@sfmta.com

Please print. All items **MUST** be completed

RENEWALS: edit and send us your old permit

Fee subject to change

1. Your SFPW Permit Number: _____
Type of permit: ☐ Street Space ☐ Excavation ☐ Temporary Occupancy ☐ City Contract ☐ Other (indicate) _____
2. Contact Person: _____ Email: _____
Name of Company: _____ Phone (site): _____
3. Describe type of work to be performed: _____
4. Location of work and nearest cross streets: _____
5. Work date(s): _____ ☐ Everyday ☐ Mon-Fri ☐ Other Work hours: _____ to _____
6. Sketch of work area. **We recommend using SFMTA Striping Plans as a base.** Striping Plans for streets with painted lane lines are generally available from SFMTA at One South Van Ness Ave. 7th Floor. Retrieval of drawings may take several days. If SFMTA does not have a striping plan for your location, use the space below to draw a sketch. Sketches (hand drawn or on striping plans) **MUST** include the following (incomplete submittals may be rejected):
 - a. **Drawing** (8½ x11 or 11x17) of the full width of all streets adjacent to the site. Include the entire block in which your work is located for every street that is adjacent to your site. Add attachments as required.
 - b. **Street Names**, Direction of **One Way Streets** and **North Arrow**
 - c. **Roadway Striping** (the lane lines and any pavement arrows for turn lanes) on each street.
 - d. **Work Area** (area you plan to use); Number & Width of **Open Lanes**; and **Sidewalk / Walkways** (if open / closed).
 - e. **Dimensions** of street widths (curb to curb), sidewalk widths, lane widths, distances to the next major street in each direction, the proposed work area, existing street space features (temporary walkways or other semi permanent construction site features), and outdoor dining facilities/parklets occupying the parking lanes.



7. Indicate existing parking restrictions adjacent to work area, using the symbols below.

North side: _____
South side: _____
East side: _____
West side: _____

Symbols: NP = No Parking (hours)
NS = No Stopping (hours)
TA = Tow Away (hours)
TL = Time Limit (hours)

PP = Permit Parking
KC = Keep Clear
BS = Bus Stop

To register contractors' Construction Zones "Tow-Away No Stopping" visit www.sfmta.com/constructiontow and complete the online form at least 72 hours in advance of the desired effective date and time.