Planning Advisory Committee

Thursday, January 18, 2018 – 9:00 a.m.

Sonoma County Transportation Authority
SCTA Large Conference Room
490 Mendocino Avenue, Suite 206
Santa Rosa, California 95401

ITEM

1. Introductions

2. Administrative
   2.1. Election of Chair - DISCUSSION/ACTION
   2.2. Approval of the agenda – changes, additional discussion items- (ACTION)
   2.3. Review Meeting Notes from November 16, 2017* – (ACTION)
   2.4. SCTA Planning Activities update*
   2.5. 2018 SCTA-RCPA Committee Schedule*

3. Updates from group - DISCUSSION

4. Priority Development Area – (PDA) Planning Program Call for Applications* - DISCUSSION/ACTION
   PDA Planning, Technical Assistance program and Staffing Assistance program. Applications due March 5.

5. Update on SB 743*- DISCUSSION/ACTION

6. Air District CEQA Guidelines and Thresholds Update* - presentation from BAAQMD- DISCUSSION/ACTION


8. Other Business /Next agenda – DISCUSSION/ACTION

9. Public Comment

10. Adjourn -(ACTION)

*Attachment

The next SCTA meeting will be held February 5, 2018
The next PAC meeting will be held February 15, 2018

DISABLED ACCOMMODATION: If you have a disability that requires the agenda materials to be in an alternate format or that requires an interpreter or other person to assist you while attending this meeting, please contact SCTA/RCPA at least 72 hours prior to the meeting to ensure arrangements for accommodation.

SB 343 DOCUMENTS RELATED TO OPEN SESSION AGENDAS: Materials related to an item on this agenda submitted to the Planning Advisory Committee after distribution of the agenda packet are available for public inspection in the Sonoma County Transportation Authority office at 490 Mendocino Ave., Suite 206, during normal business hours.

Pagers, cellular telephones and all other communication devices should be turned off during the committee meeting to avoid electrical interference with the sound recording system. TO REDUCE GHG EMISSIONS: Please consider carpooling or taking transit to this meeting. For more information check www.511.org, www.srcity.org/citybus, www.sctransit.com or https://carmacarpool.com/sfbay
PLANNING ADVISORY COMMITTEE MEETING NOTES

Meeting Notes of November 16, 2017

ITEM

1. Introductions

Meeting called to order by Suzanne Smith at 9:08 a.m.

Scott Duiven, City of Petaluma; Eric Gage, City of Santa Rosa; Matt Gilster, Permit Sonoma; Amy Lyle, Permit Sonoma; Cordell Stillman, Sonoma Clean Power; Kenyon Webster, City of Sebastopol; Colgan Powell, County of Sonoma, Energy & Sustainability; Dana Brechwald, MTC/ABAG; Steve Birdlebough, Sonoma County Transportation and Land Use Coalition.

Staff: Suzanne Smith; Janet Spilman; Lauren Casey; Chris Barney; Dana Turrey; Brant Arthur; Carolyn Glanton; Drew Nichols; Julian Ruzzier-Gaul (CivicSpark Fellow).

2. Administrative

2.1. Approval of the agenda

Suzanne Smith added under Item 3: an update from Cordell Stillman, Sonoma Clean Power (SCP), on the watershed management.

Lauren Casey added an update to zero-net energy codes under Item 3.

2.2. Review Meeting Notes from November 2, 2017

Approved as submitted.

3. Immediate needs and options for temporary, small scale housing

Cordell Stillman, SCP, described the current work on watershed issues.

Mr. Stillman reported the State of California has created a task force and around 300 people are in the field doing emergency work, clearing creeks, removing debris, and preparing for the winter season. The most critical work is hoped to be completed by the next week.

Erosion control and landslide type mitigation efforts will follow once the emergency clearing work has been completed.

On the side of water quality, the Sonoma County Water Agency and regional board has begun water quality sampling throughout the watershed. An initial baseline sampling was conducted the previous week, with results not be available for another week. Managing the water quality as the winter rains approach will be an ongoing effort.

Kenyon Webster asked what would be done if the water is contaminated.

Mr. Stillman responded the regional board will first identify where the contamination will be in order to concentrate efforts.

In the long term, ongoing work with the regional board to identify grants and contacts are anticipated. FEMA requires work to be completed 30 to 90 days after a grant is awarded, so there is an intention to aim for longer term contracts to have work extend into the spring season.

Suzanne Smith asked on the type of grants the regional board is identifying, whether the grants are multi-processes, or a global grant request.

Mr. Stillman responded the grants are project-by-project and the regional board are working to see what areas need the grant.

In regards to SCP and the energy front, staff are looking for ways to incentivize individuals to
rebuild with full electric, although acknowledging full zero-net energy is not plausible at this moment.

Drive Evergreen was extended to November 30 and to date 380 vehicles have been leased and/or sold.

Janet Spilman asked if there will there be another round of Drive Evergreen in the future.

Mr. Stillman responded the decision will be made once staff reviews the report after the program period ends, and mentioned the interest of SCP to focus on infrastructure to have individuals use to the idea of electric vehicles.

3.1: Status of immediate housing production

Suzanne Smith recalled the discussions from the previous special PAC meetings, and asked about the status in the respective jurisdictions.

Kenyon Webster reported that due to the high cost of land and construction, the City of Sebastopol does not have much in the pipeline right now.

Amy Lyle, Permit Sonoma, reported every possible site for temporary housing is being sought and vetted, and efforts to find the balance between temporary and permanent housing solutions are discussed.

There are significant infrastructure challenges in the Airport area; however, there is potential for 200 temporary RV/mobile homes in the airport area.

Incentives inside the burn area are being promoted to build ADUs to increase capacity.

A non-urgency item with a collection of different housing needs is being worked on, including ADUs, waiving development fees outside the burn areas, and increasing housing size from 1000 to 1200 sq-feet, if affordable.

Matt Gilster, Permit Sonoma, added a ministerial checklist will be used to avoid design review for homes in the burn zone.

Another urgency ordinance will be discussed in the next week which will allow the creation for special occupancy RVs on parcels, allow RVs to be parked in commercial zones, and allows existing mobile home parks to increase up to 135% density.

The urgency ordinance are time limited and are set to expire in December 2019.

Ms. Smith asked how the staffing needs are for the County.

Mr. Gilster responded still working on organizing the staffing needs, but mobile offices at the county center will likely house building inspectors and plan check engineers for the rebuild work.

Lauren Casey recalled some aspects of the ordinances could be useful for the other cities and asked on the status of collaboration.

Mr. Webster mentioned the Sebastopol City Council will receive a report from the housing subcommittee. A response to the fire situation will be included in this report. A draft ordinance modeling the City of Santa Rosa will be written following the direction of the city council.

Ms. Lyle added the Town of Windsor has moved on housing ordinances.

Janet Spilman offered assistance from SCTA on promoting the housing package.

Ms. Lyle added contact has been made to the American Planning Association to study information on how other areas in the country have addressed impacts from natural disasters.

Eric Gage updated the committee on urgency ordinances approved at the end of October by the Santa Rosa City Council which included
streamlined provisions and fee waivers for reconstruction permits.

In addition, emergency ordinances to allow temporary housing on the residential parcels in the form of mobile home/trailer; however will need to be connected to utilities and a building permit will be required.

As well, safe parking locations in commercial areas are entertained.

Ms. Lyle asked if the ordinances allow individuals to build ADUs at 1200 Sq-feet.

Mr. Gage responded yes, and 1200 Sq-feet has become the norm. Currently, the intention is to get units built at 1200 Sq-feet.

Ms. Smith asked if there are fee waivers for smaller units.

Mr. Gage responded the fees waiver structure is currently under evaluation. There has been a resounding response from the public expressing the impact fees were prohibitive.

A comprehensive fee update is in the process as there is a desire for ADUs fees to be evaluated in this update.

Scott Duiven explained the current projects in the pipeline in the City of Petaluma. 1070 units have been approved with roughly 500 currently under construction.

The committee continued discussing the barriers to financing projects.

Mr. Duiven added the City of Petaluma is studying the different ordinances from the City of Santa Rosa and County of Sonoma to identify what is appropriate for Petaluma.

Ms. Lyle added the Board of Supervisors are working on reducing the building fees for the under- and uninsured.

Another idea presented and discussed was to defer the impact fees to speed up construction.

3.4: Zero-Net Energy

Lauren Casey announced the RCPA has information on energy programs and codes to assist jurisdictions. Carolyn Glanton is the point of contact at the RCPA for these information inquiries.

Carolyn Glanton continued by adding the assistance available can be opened up to county-and community-wide and explained the types of support available.

3.2. Jurisdiction updates, emergency response

Discussed concurrently with Item 3.1.

4. SCTA Modeling and Data Collection

4.1. Travel Model Revalidation and Travel Behavior Study*

Chris Barney explained the updates to the SCTA Travel Model. The significant change is to change the base year from 2010 to 2015 and to update the 2040 model forecasts to incorporate updates to general plans.

Staff is working on a scope of work and request for proposals for travel model consultants to assist with data collection, model validation and improvement, and to prepare a study which analyzes how people are moving around the county, including origins and destinations.

Attached in the agenda packet is the model validation scope of work.
Additional improvements to the model are set to include: weekend travel, visitor/tourism travel, winery and agriculture movements, preparations for Senate Bill 743 reporting, and expanding the model’s boundaries past the county line.

Staff requested feedback on the scope of work which will be presented to the Board of Directors in January.

4.2. Countywide Pending Development and Permitted Projects Database*

Chris Barney thanked for the submissions. A summary of the Pending Development and Permitted Projects Database is included in the agenda packet.

The database currently tracks the location, the status of the permitting process, and the intensity of the proposed development.

Janet Spilman asked the committee which permit software tracking system is used.

The County of Sonoma, City of Santa Rosa, and the City of Petaluma use Accela software to track permits and shared their experiences.

Matt Gilster added SB 743 is tough for Sonoma County because employment areas in the county require travel, and is interested to see how to implement it in the general plan update.

Mr. Duiven noted the traffic in the City of Petaluma is a result of the congestion on Highway 101 as drivers are using arterial roads to bypass the congestion and not necessarily a result of development.

5. Finance options – DISCUSSION/ACTION

5.1 Joint meeting SR/County presentation of Enhanced Infrastructure Financing District concept

Suzanne Smith spoke on the recent joint Sonoma County Board of Supervisors and the Santa Rosa City Council meeting where the topic of Enhanced Infrastructure Finance District was discussed.

This was added to the agenda for information and discussion to those who may have not been at the meeting.

Janet Spilman described the impression from the meeting, noting there’s excitement on one hand and resistance on the other hand. Still many questions still need answers and no action was taken at the meeting.

Ms. Spilman provided a handout from MTC that describes PDAs grants and guidelines for capital infrastructure and transportation.

6. Other Business/Next Agenda

The committee will plan to meet again in January.

7. Public Comment

Steve Bridlebough, Sonoma County Transportation and Land Use Coalition, expressed concerns about rapid rebuilding and presented images of shipping container housing as an idea to get individuals into homes quickly.

8. Adjourn

The committee adjourned at 11:00 a.m.
Staff Report

To: Sonoma County Transportation Authority
From: Janet Spilman, Director of Planning
Item: Planning Activities Report
Date: February 5, 2018

Issue:
Information only.

Background:

PLANNING

- **Bicycle and Pedestrian Planning** - SCTA staff has collected updates to the bicycle and pedestrian project list for Appendix A of the Countywide Bicycle and Pedestrian Master Plan and updated it accordingly. Revised bicycle and pedestrian maps are underway. SCTA staff has been coordinating with Caltrans and the CBPAC on the District 4 Bicycle Plan, which focuses on bicycle network gaps and barriers around the State highway system. [http://www.dot.ca.gov/d4/bikeplan/](http://www.dot.ca.gov/d4/bikeplan/)

ADMINISTRATION OF ALTERNATIVE TRANSPORTATION FUNDING

- **Transportation Development Act, Article 3 (TDA3)** funds may be used for bicycle lanes, bicycle and pedestrian paths, and related planning and marketing efforts. Sonoma County’s cities/towns and the County of Sonoma are eligible to apply. A call for projects will be released in early 2018. [http://scta.ca.gov/projects/funding/](http://scta.ca.gov/projects/funding/)

- **Transportation for Clean Air Fund, County Program Manager (TFCA, CPM)** funds may be used for cost-effective projects that reduce on-road motor vehicle emissions within the Bay Area Air Quality Management District’s jurisdiction. Eligible project types include trip reduction, clean air vehicles and infrastructure, arterial management, and bicycle projects. A call for projects will be released in early 2018. [http://scta.ca.gov/projects/funding/](http://scta.ca.gov/projects/funding/)

- **Lifeline Transportation Program (LTP)** funds projects that improve mobility for the region’s low-income communities. Eligible project types include (but are not limited to) operations of new or enhanced transit service, and capital purchases of vehicles or other infrastructure improvements that improve access for residents of low-income communities. [http://scta.ca.gov/projects/funding/](http://scta.ca.gov/projects/funding/)

PROGRAM MANAGEMENT

- **Santa Rosa Car Share Pilot Program** – Since Zipcar began service in downtown Santa Rosa and Railroad Square in late August, reservations have averaged fourteen per month with an average of eight unique users. Outreach and marketing efforts in January have included web-based advertising, SMART Station platform advertising at Downtown Santa Rosa, NextDoor post, tabling at Wednesday Night Market, and press releases. SCTA staff and Zipcar are working on additional promotion efforts to raise awareness that car share is...
available. Santa Rosa residents and employees can take advantage of complementary annual Zipcar memberships subsidized by the grant. Zipcar.com/SantaRosa

- **Safe Routes to School** - Staff continues to work with Sonoma County Bicycle Coalition to administer the gap year Measure M funded SRTS program. Staff has submitted a request for authorization in the process of obligating OBAG 2 funds through Caltrans to fund the upcoming 5-year cycle.

- **Bike Share Grant** – Staff from SCTA and the Transportation Authority of Marin (TAM) are working with MTC on a funding agreement and a project timeline.

**DATA MANAGEMENT AND FORECASTING**

Staff refined the scope of work and request for proposals for the 2017 Model Validation and Travel Behavior Study Project. Work continues on preparing the travel model for revalidation and recalibration in 2018. Staff continued to refine the countywide permitted and pending development database which is being used to develop 2040 housing and development forecasts for the travel model. Additional information on future projects and development intensities has been provided by local planners and is being integrated into model inputs for existing and forecasted conditions.

Staff has provided data and analysis support to local jurisdictions to support project development, implementation, and assessment. Data, analysis, and mapping support has been provided for projects located in the unincorporated county and Cotati, the Highway 101 corridor, and related to fire impact and recovery.

Staff is working with RCPA to update countywide VMT and GHG estimates as part of the Climate Action tracking process.

**COORDINATION & OUTREACH**

**Local Activities**

- Staff provided planning and public works staff from Santa Rosa and Sonoma County data and analysis assessing post fire traffic patterns and travel demand impacts.

- Planning Advisory Committee – There were multiple meetings in November focusing on Wildfire Recovery.

**Regional Coordination**

- MTC/ABAG committees: participation in Regional Equity Working Group; Regional Modeling Working Group; Transit Finance Working Group

- SB743 – Staff is coordinating with regional and local planning and public works staff on SB743 implementation, which directs lead agencies to shift CEQA transportation impact analysis from LOS to VMT.

- Caltrans District 4 Bicycle Plan – Continued coordination between CBPAC members and the Caltrans Bike Plan team on plan development and the project list.

**Policy Impacts:**

All activities are consistent with SCTA policy.

**Staff Recommendation:**

Information only.
**SONOMA COUNTY TRANSPORTATION AUTHORITY / REGIONAL CLIMATE PROTECTION AUTHORITY**

**2018 PROPOSED COMMITTEE MEETING DATES**

<table>
<thead>
<tr>
<th>COMMITTEE</th>
<th>SCTA / RCPA</th>
<th>TAC</th>
<th>CAC</th>
<th>TPCC</th>
<th>CBPAC</th>
<th>TTAC</th>
<th>PAC</th>
<th>RCPACC</th>
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<tr>
<td>FREQUENCY*</td>
<td>2nd Monday of the Month</td>
<td>4th Thursday of the Month</td>
<td>Last Monday of the Month</td>
<td>3rd Tuesday of Every Other Month</td>
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<td>MONTH</td>
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<td>FEB*</td>
<td>MAR</td>
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<td>MEETING DATES</td>
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<td>03/12/18</td>
<td>04/09/18</td>
<td>05/14/18</td>
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<td>07/09/18</td>
<td>08/13/18</td>
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<td>MEETING LOCATION</td>
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*This is rescheduled from its regular date due to a County holiday.

SCTA/RCPA Sonoma County Transportation Authority / Sonoma County Regional Climate Protection Authority Board of Directors Committee
TAC SCTA Technical Advisory Committee
CAC SCTA Citizens Advisory Committee
TPCC SCTA Transit Paratransit Coordinating Committee
CBPAC SCTA Countywide Bicycle Pedestrian Advisory Committee
TTAC SCTA Transit Technical Advisory Committee
PAC SCTA Planning Advisory Committee
RCPACC Regional Climate Protection Authority Coordination Committee
RCPA CAAC Regional Climate Protection Authority Climate Action Advisory Committee

Please note that some meeting dates may have been changed from their regularly scheduled dates due to holidays. Dates also change due to unforeseen circumstances. Changes will be noticed on meeting agendas in advance.
Call for Applications

Priority Development Area (PDA) Planning Program
PDA Technical and Staffing Assistance Programs

For program guidelines and applications, visit:
https://mtc.ca.gov/pda-call

Applications due March 5, 2018

The **PDA Planning Program** funds Specific Plans that result in intensified land uses around public transit hubs and bus and rail corridors in the nine-county San Francisco Bay Area. Successful applications will propose plans that:

1. Increase housing supply, including affordable housing, and jobs;
2. Boost transit ridership and reduce vehicle miles traveled (VMT);
3. Increase walking, bicycling, carpooling and carsharing by effectively managing parking and driving while promoting multimodal connections; and
4. Retain and expand community assets, and locate key services and retail within the planning area.

The **PDA Technical Assistance Program** provides customized consultant assistance to complete discrete projects that allow a city to overcome specific policy or planning challenges to the adoption or implementation of PDA plans. Examples of eligible projects include:

- Affordable housing and anti-displacement policies
- Design guidelines, form-based codes, and placemaking
- VMT-based transportation impact standards
- Parking and Transportation Demand Management (TDM)
- Infrastructure and housing finance

The **PDA Staffing Assistance Program** addresses staff reductions that have limited the ability of cities to carry out work critical to implementing PDA Plans and Plan Bay Area. Customized consultant assistance is provided to jurisdictions to complete more complex planning efforts that address similar topics as the Technical Assistance Program. Previous Staffing Assistance grants have supported VMT-based transportation impact standards and Complete Streets standards.

Attend a Pre-Application Workshop

**San Francisco**

January 11, 2018, 1-3PM, Bay Area Metro Center
375 Beale Street, Yerba Buena Conference Room
San Francisco, CA 94105

**San Jose**

January 17, 2018, 2-4PM, Valley Transportation Authority
3331 North 1st Street, Auditorium
San Jose, CA 95134

For more information, contact
Mark Shorett, PDA Program Manager
mshorett@bayareametro.gov
(415) 464-7994
Bay Area Metro (MTC/ABAG) are accepting applications from jurisdictions with Priority Development Areas (PDAs) for the following regional programs - PDA Planning Grant, PDA Technical Assistance and PDA Staffing Assistance. The PDA Planning Grant Program is described below, along with the application process/application.

PDA Planning Grant Program Description

The PDA Planning Program is an initiative to fund comprehensive planning in PDAs that will result in intensified land uses around public transit hubs and bus and rail corridors in the nine-county San Francisco Bay Area. The key goals of this program are to:

1. Increase both housing supply, including affordable housing for low-income residents, and jobs within the planning area;
2. Boost transit ridership and reduce vehicle miles traveled (VMT) by PDA residents, employees and visitors by increasing land use intensities in the planning area;
3. Increase walking, bicycling, carpooling and carsharing by effectively managing parking and driving while promoting multimodal connections for residents, employees and visitors within the PDA;
4. Retain and expand community assets, and locate key services and retail within the planning area.

Eligible Applicants

Local governments (cities and counties) with PDAs are eligible for PDA planning funds. While all jurisdictions are eligible to apply, priority will be given to the 16 jurisdictions taking on over 70% of the region’s housing growth in Plan Bay Area 2040 (See Attachment 1).

At a minimum, planning areas must be at least 100 acres. Local governments must involve the transit providers serving the PDA, as well as the relevant county congestion management agency in order to receive funding. Partnerships with local non-profit groups and community-based organizations are also strongly encouraged.

Eligible Planning Activities

The PDA Planning Program provides financial support for planning processes that seek to intensify land uses as noted above. Planning processes that have the greatest potential for resulting in land use zoning and policy changes leading to new development will be the most competitive. Specific plans—or an equivalent—are preferred due to the ability to conduct programmatic Environmental Impact Reports (EIRs) and zoning updates that facilitate and streamline the development process. Grant funded plans must include an EIR and a zoning code update or be within an area with a recently adopted programmatic EIR and zoning code update that will not need significant revision as a result of the plan.

In some cases, jurisdictions may have already completed some planning elements, but need funding to complete others. Funding to complete planning elements that will lead to the completion/adopter of a specific plan, or equivalent, are also eligible. In this case, applicants should clearly describe how funding for their planning request will lead to plan completion, adoption and implementation. Jurisdictions may also consider adding supplemental or innovative elements to their planning requests such as establishing trip caps, healthy communities design guidelines or infrastructure finance districts.

Jurisdictions may also apply for funding to update outdated plans, EIRs or zoning code.

In all cases, there must be a strong implementation component for any planning process funded through this program, including agreement by the local jurisdiction to formally adopt the completed plan, as well as corresponding zoning code and General Plan amendments. Jurisdictions that do not formally adopt an MTC-funded plan, along with corresponding zoning and appropriate General Plan amendments, will be subject to repayment of the grant.

Refer to the chart below for specific award guidelines by place-type.
**Award Guidelines by Place-type**

<table>
<thead>
<tr>
<th>Place-type*</th>
<th>Regional Center, City Center, Suburban Center, Urban Neighborhood</th>
<th>Transit Neighborhood, Transit Town Center, Mixed-Use Corridor</th>
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<tbody>
<tr>
<td>Award</td>
<td>▪ Specific Plan with EIR: Up to $800,000;</td>
<td>▪ Specific Plan with EIR: Up to $500,000;</td>
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<td></td>
<td>▪ EIR only: Up to $400,000</td>
<td>▪ EIR only: Up to $250,000</td>
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<td></td>
<td>▪ Plan, zoning code or EIR update: to be determined based on project scope</td>
<td>▪ Plan, zoning code or EIR update: to be determined based on project scope</td>
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<tr>
<td>Outcome</td>
<td>Adopted Specific Plan/equivalent, programmatic EIR, corresponding zoning code and General Plan amendments</td>
<td>Adopted Specific Plan/equivalent, programmatic EIR, corresponding zoning code and General Plan amendments</td>
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</tbody>
</table>

* PDA place-type as identified in the MTC Station Area Planning Manual

Projects funded under this program should address the Station Area Planning Principles outlined in the Station Area Planning Manual. At a minimum, specific plans (or equivalent) should include the planning elements listed below.

In some cases, jurisdictions may have completed or adopted some of the planning elements within the past ten years, or may propose to follow another planning process. In these cases, applicants must clearly describe how an alternative planning process will lead to plan completion, adoption and implementation and/or how all planning elements not included in the grant request have been satisfied through previously completed/adopted documents. Several elements are required for all grants regardless of previous planning efforts: PDA Profile, Community Involvement, Affordable housing/Anti-Displacement Strategy, Implementation Plan and Financing Strategy, and updates to the General Plan and Zoning Code resulting from the plan’s adoption.

Applicants should review Attachment 2 for a detailed description of each planning element prior to developing an application.

**Planning Elements**

1) **PDA Profile**: Assessment of the PDA to serve as the basis for community engagement and development of the alternatives and Plan

2) **Community Involvement**: Collaborative, inclusive process with meaningful input from a full range of community stakeholders that utilizes proven and innovative methods of engagement

3) **Alternatives and Supportive Strategies**: Multiple visions for the future of the PDA and set of supportive policies to facilitate discussion and lead to a community-supported concept that forms the basis for the Specific Plan
   3a. **Alternatives**: Approximately three development patterns, including housing, employment, community infrastructure, and transportation networks
   3b. **Affordable Housing & Anti-displacement Strategy**: Meeting anticipated housing needs at all income levels; preserving existing affordable housing; preventing displacement during plan implementation; financing preservation and production of affordable housing; supporting local businesses
   3c. **Multi-Modal Access & Connectivity Strategy**: Implementing complete streets; improving pedestrian and bicycle-friendly circulation; enhancing multi-modal transit station access; creating first and last mile connections
   3d. **Pedestrian-Friendly Design/Placemaking Strategy**: Design standards focusing on pedestrian-oriented placemaking; Preservation and enhancement of community-identified cultural assets and services integration of community-led placemaking (e.g. cultural plazas, public art) into public works and development projects
   3e. **Accessible Design Strategy**: Ensuring paths of travel to transit stations are fully accessible to persons with disabilities along paths of travel; ensuring new development is accessible or visitable
   3f. **Parking Analysis & Policy Strategy**: Reducing parking demand through zero or reduced and maximum parking ratios, pricing, unbundled residential parking, employer-sponsored programs, and incentives supporting alternative modes

Optional: **Innovative Additional Strategies**: Trip caps, healthy communities design guidelines, infrastructure finance districts, zero carbon districts, or other innovative strategies and policies proposed by applicant
4) **Specific Plan:** User-friendly Specific Plan that translates the preferred alternative and supportive strategies into a coherent set of policies and programs that facilitate short- and long-term implementation.

5) **Environmental Impact Report (EIR):** Document analyzing the potential environmental impacts and identifying mitigations to minimize impacts.

6) **Plan Adoption:** City Council or Board of Supervisors Resolutions and Ordinance adopting Plan and amending General Plan, Zoning Code, Zoning Map, and other relevant regulatory documents.

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**Funding Details**

<table>
<thead>
<tr>
<th>Type of Funds:</th>
<th>Federal Surface Transportation Program¹</th>
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<tbody>
<tr>
<td>Grant minimum:</td>
<td>$100,000</td>
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<tr>
<td>Grant maximum:</td>
<td>$800,000 see pg. 2 - Award Guidelines by Place-type</td>
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<tr>
<td>Required local match:</td>
<td>12% - a local match of <strong>12% of the total project budget</strong> is required. Only local funds can be used as a match – federal funds cannot be used.</td>
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**Pre-Application workshops:**

- January 11, 2018, 1-3 PM at Bay Area Metro (375 Beale Street, Yerba Buena Room, San Francisco, CA 94105)
- January 17, 2018, 2-4 PM at VTA (3331 N 1st St, Auditorium, San Jose CA 95134)

**Application deadline:** March 5, 2018

**Planning timeframe:** Plans **must be completed within 30 months** from the effective date of the funding agreement between the applicant and MTC.

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**Award and Project Completion Timeframe**

Grantees will enter into funding agreements within six months of grant award by MTC (grant award expected April 2018, funding agreements to be signed by October 31, 2018). **Plans must be completed within 30 months from the effective date of the funding agreement between the applicant and MTC.**

Jurisdictions must be prepared to comply with all federal contracting requirements associated with planning grant funds. Applicants can learn more about these requirements at the January 2018 pre-application workshop.

Grant funding works on a **reimbursement basis** for agreed-upon deliverables associated with the scope of work for the project. The grant and match are to cover direct project costs, including staff and project oversight.

No more than 1/3 of the available funding in this cycle will be awarded to one jurisdiction. Jurisdictions with previously-awarded incomplete PDA/Station Area Planning & Land Use grants must indicate available staff capacity to manage any new planning grants.

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¹ For more information about Surface Transportation Program funds see [http://mtc.ca.gov/our-work/fund-invest/federal-funding](http://mtc.ca.gov/our-work/fund-invest/federal-funding)
EVALUATION CRITERIA & APPLICATION PROCESS

PART ONE: Screening Criteria
(a) Planning area is a planned or potential PDA in Plan Bay Area 2040 and is at least 100 acres
(b) Applicant is partnering with relevant congestion management agency and transit providers serving planning area
(c) Applicant has committed minimum local match amount (12% of total project cost)
(d) Application is complete and responsive

PART TWO: Evaluation Criteria (100 points total)

1. Project area includes a Community of Concern or is at high risk for displacement (5 points)
Project area includes a Community of Concern as defined by MTC’s Lifeline Transportation Program
(See: Community of Concern - High Risk for Displacement)

2. Within a top sixteen growth city in Plan Bay Area 2040 (5 points) (See Attachment 1)

3. Project Impact (25 points)
(a) Potential to increase the following within the PDA to achieve Plan Bay Area 2040 objectives:
   - Housing, particularly affordable housing
   - Employment, key services and retail
   - Transit ridership and multi-modal transportation options
(b) If applicable, potential for the transit station and/or transit serving the station or planning area to be operational within 10 years

4. Existing Policies (7 points)
Jurisdiction has demonstrated a commitment to increase housing and transportation choices by adopting policies such as innovative parking standards, affordable housing production and preservation incentives and standards, TOD zoning, transportation demand management strategies, supportive general plan policies, sustainability policies, etc.

5. Planning Process (25 points)
For full Specific of equivalent Plans: Potential for plan to complete the planning elements described on pages 2-3 and draw upon the planning principles in the Station Area Planning Manual. Narrative should include the strategic approach to completing all of the planning elements, highlighting any related local issues or conditions, indicating how they may factor into the planning process.

If any of the planning elements described on pages 2-3 will not be included in plan because the jurisdiction has completed or updated a plan or planning elements in the last 10 years, the narrative must describe how policies, programs or analyses satisfies the intent of each element.

For partial plans/select planning elements: Narrative should clearly describe how funding for a partial plan or select planning elements will lead to the completion, adoption and implementation of a Specific Plan.

For EIR, plan or zoning updates: Narrative should describe how updates will increase the potential to improve implementation of an adopted Plan that addresses the planning elements as described on pages 2-3 and in the Station Area Planning Manual.

6. Local Commitment (15 points)
(a) Planning process is ready to begin – the jurisdiction will be able to enter into a funding agreement with MTC by October 31, 2018 following grant award in April 2018. Jurisdiction is prepared to see the plan through to City Council/Board of Supervisor adoption and implementation, including any relevant General Plan and zoning code updates.
(b) Demonstration of community, major property owner(s), City Council, relevant transit operator(s) and congestion management agency support for planning process (public involvement to date, letters of support, etc.).

7. Transportation Agency Support (3 points)
Application includes letters of support from the Congestion Management Agency (CMA) for the county in which the PDA is located and the primary transit agency/agencies providing service to the PDA.
8. Implementation (15 points)
(a) Plan, EIR, zoning code, and General Plan amendments are intended for adoption by City Council or Board of Supervisors
(b) Narrative outlines jurisdiction process to ensure that development proposals conform to both the plan and community expectations

PART THREE: APPLICATION PROCESS
Step 1: Call for Applications issued December 2018.

Step 2: Potential applicants attend a pre-application workshop at the Bay Area Metro offices (375 Beale Street, Yerba Buena Room, San Francisco CA 94105) on January 11, 2018 from 1-3PM, or at the Valley Transportation Authority (3331 N 1st St, Auditorium, San Jose CA 95134) on January 17, 2018 from 2-4PM.

Step 3: Applications submitted by deadline of March 5, 2018, 4:00PM

Step 4: Applications are evaluated using the criteria outlined above. Staff reserves the right to screen applications prior to evaluation review to determine whether applications are incomplete or non-responsive to key elements of the program.

Step 5: Based on the final recommendations of the evaluation team, and funding availability of the overall program, MTC staff will make a final funding recommendation to the Commission in April 2018.

Step 6: Following the Commission’s approval, grant recipients will enter into a funding agreement with MTC within 6 months of the grant award and initiate the planning process.

Step 7: PDA Plans must be completed within 30 months from execution of the funding agreement. Planning funds not invoiced within 30 months may revert back to the planning program. Jurisdictions that do not formally adopt an MTC-funded plan, along with corresponding zoning and appropriate General Plan amendments, will be subject to repayment of the grant.

Timeline Summary

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Time</th>
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<tbody>
<tr>
<td>Issue Call for Applications</td>
<td>December 2017</td>
</tr>
<tr>
<td>Pre-application Workshops</td>
<td>January 11, 2018, 1-3 PM at Bay Area Metro</td>
</tr>
<tr>
<td></td>
<td>January 17, 2018, 2-4 PM at VTA</td>
</tr>
<tr>
<td>Application Due Date</td>
<td>March 5, 2018</td>
</tr>
<tr>
<td>Review Process</td>
<td>March 5 – April 4, 2018</td>
</tr>
<tr>
<td>Programming &amp; Allocations Committee Meeting</td>
<td>April 11, 2018</td>
</tr>
<tr>
<td>Commission Approval</td>
<td>April 25, 2018</td>
</tr>
<tr>
<td>Funding Agreements Signed with MTC</td>
<td>October 31, 2018</td>
</tr>
<tr>
<td>All Work Completed</td>
<td>April 30, 2021*</td>
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<tr>
<td></td>
<td>*Within 30 months of signed funding agreement</td>
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</tbody>
</table>

Applications for funding under the PDA Planning Program must be submitted in electronic format only. E-mail application materials to Mark Shorett, PDA Planning Program Manager, at mshorett@bayareametro.gov.
### Part 1 - GENERAL INFORMATION

<table>
<thead>
<tr>
<th>a. Lead Applicant (City/County)</th>
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<tbody>
<tr>
<td>Contact information (email/phone):</td>
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<table>
<thead>
<tr>
<th>b. Partner Transit Agency</th>
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<tr>
<td>Contact information (email/phone):</td>
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</table>

<table>
<thead>
<tr>
<th>c. Partner Congestion Management Agency (CMA)</th>
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</thead>
<tbody>
<tr>
<td>Contact Information (email/phone):</td>
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<table>
<thead>
<tr>
<th>d. Name of PDA</th>
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<thead>
<tr>
<th>e. Size of Planning Area (in acres)</th>
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<table>
<thead>
<tr>
<th>f. Place-type(s)*</th>
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<table>
<thead>
<tr>
<th>g. Other Transit Agencies Serving Planning Area</th>
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<tr>
<th>h. Local Stakeholder and Community Partners (attach letters of support if applicable)</th>
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<table>
<thead>
<tr>
<th>i. Is the PDA directly affected by the 2017 North Bay Fires? (If so, indicate impact of fire(s) on PDA).</th>
</tr>
</thead>
</table>

*Place-types for each PDA are identified in the PDA Showcase: [http://gis.abag.ca.gov/website/PDAShowcase/](http://gis.abag.ca.gov/website/PDAShowcase/)

### Part 2 – FUNDING REQUEST

<table>
<thead>
<tr>
<th>a. Total Grant Request from MTC*</th>
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<table>
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<tr>
<th>b. Local Match - 12% of total project budget – required</th>
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<table>
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<tr>
<th>c. Total Project Budget</th>
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<thead>
<tr>
<th>d. Source of Local Matching Funds</th>
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</thead>
</table>

*See Award Guidelines by Place-type on page 2 of PDA Planning Program Guidelines; maximum award is $800,000

### Part 3 - TYPE OF PLANNING ACTIVITY (check all that apply)

- Full Planning Effort: [ ] Specific Plan [ ] Precise Plan [ ] EIR
- Partial Plan: [ ] Partial Plan/Select Planning Elements
- Updates: [ ] Plan update/amendment [ ] Zoning update/amendment [ ] EIR update/addendum
- [ ] Other (describe in narrative below)
### Part 4 – PDA GROWTH INFORMATION

- **a.** Projected future PDA housing unit growth*
- **b.** Projected future PDA employment growth*
- **c.** Projected Plan Bay Area 2040 citywide household growth**
- **d.** Projected Plan Bay Area 2040 citywide employment growth**
- **e.** Available Transit Service(s) now and projected in Plan Bay Area 2040
- **f.** Will the planning effort for which you are applying meet or exceed your growth projection for the PDA?

*Based upon adopted local plans or best staff estimate; specify time period
**See Final Land Use Modeling Report - PlanBayArea 2040

### Part 5 - ADDITIONAL INFORMATION

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
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<tbody>
<tr>
<td>a.</td>
<td>☐</td>
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<td>b.</td>
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<td>c.</td>
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<td>d.</td>
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<td>e.</td>
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<tr>
<td>f.</td>
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</tbody>
</table>

- **a.** Is the request for this planning grant to augment an existing planning effort that is already partially funded?
- **b.** If you answered yes to (a), has a consultant already been hired to assist in the development of the plan?
- **c.** If a new transit station is proposed within the planning area, is it currently recognized in the General Plan?
- **d.** Have other plans (any targeted planning efforts including specific plans, precise plans, area plans, concept plans) been developed within the last 10 years that cover the project area? Note: If yes, please attach list of individual planning efforts and date completed
- **e.** Will the plan and any zoning updates/General Plan amendments be formally adopted by the City Council or Board of Supervisors?
- **f.** Does your jurisdiction have any open/incomplete MTC-funded PDA/Station Area Planning grants? If yes, indicate when the grant/planning process(es) will be complete. If the date is after April 2018, please describe available staff capacity to manage any new planning grants in the Narrative in Part 7.

Note: If yes, please attach list of individual planning efforts and date completed
Part 6 – NARRATIVE

Attach a no more than THREE-page (8½ x 11 paper – single spaced, 12 pt. font) narrative to your proposal that addresses all of the following questions and provides any other relevant information.

1. Introduction/Vision

- What is the vision for the PDA?
- What is the potential for this PDA plan to help meet or exceed the PDA projections for households and employment included in Plan Bay Area 2040?
- What type of plan or update will be produced and why?
- If specific plans, EIRs, or other similar plans have been prepared for the PDA in the past, please explain the reason for updating the planning documents now, or producing a new plan. Please describe how the previous plan(s) were implemented, or obstacles to implementation that the work funded by the grant will overcome.

Please attach a list of planning efforts that have been developed for the project area within the last 10 years. Include dates completed and adopted policies.

2. Existing Policies

- Describe any local policies adopted in the past five years that will help provide additional housing, employment and transportation choices in the PDA and/or citywide, such as innovative parking policies, affordable housing policies, and pedestrian-oriented design standards. Describe any support for relevant policies that the Planning Commission and/or City Council have shown to date. If none, please explain and describe any recent changes that could lead to increased support.

3. Proposed Planning Elements

- Briefly describe your strategic approach to completing each Planning Element on pages 2-3 of the PDA Planning Guidelines. Include any current conditions or relevant issues in your community related to each planning element, why they are important, and how they may factor into the planning process.
- If any of the planning elements described on pages 2-3 of the PDA Planning Guidelines will not be included in plan, please describe how existing policies, programs or analyses satisfies the intent of each planning element. Cite any citywide policies, program, analyses or adopted/amended Plans (within the past 10 years) that satisfy these grant requirements.

4. Project Readiness/Local Commitment to the Plan and Implementation

- Describe the level of market-rate and non-profit developer interest in this area, including applicable permit activity. If low, describe how the plan could facilitate interest.
- Are there any major public (e.g., transit agencies, public agencies) or private property owners, or key opportunity sites, in the planning area? Will they be part of the planning process? (If so, note specific sites and/or stakeholders and the properties they own).
- Describe the city’s commitment to ensure completion and adoption of the plan, such as by providing adequate staffing and financial resources.
- How will your jurisdiction ensure that policies established in the plan are supported and enacted? Will your jurisdiction be adopting an EIR, new zoning and any related general plan amendments?
## Part 7 – PLANNING ELEMENTS

**CHECK EACH ELEMENT TO BE COMPLETED WITH GRANT FUNDING**

*For full specific plan/EIR grants, most boxes will be checked*

*For partial grants, check boxes as appropriate*

(SEE ATTACHMENT 2 FOR DETAILED DESCRIPTION OF EACH ELEMENT)

<table>
<thead>
<tr>
<th></th>
<th>To be included in plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

1. **PDA Profile**
   - **Description:** Brief initial report detailing demographic and socio-economic characteristics of the PDA/station area, as well as transit/travel patterns and use, etc. Results from the PDA Profile should inform the PDA Elements listed below.
   - **Required**

2. **Community Involvement**
   - **Description:** An outline describing the outreach strategy to be used in the plan, including all public meetings, notices, charrettes, and other outreach tools for the plan, with special attention paid to effective methods towards involving community groups and minority, low-income, youth, renter, and non-English speaking populations.
   - **Required**

3. **Alternatives**
   - **Description:** Development of several land use alternatives or visions over the long term, their impacts upon the existing community and neighboring land uses, the feasibility of instituting each alternative, and the selection of a preferred development scenario. Should include analysis of potentially incompatible land uses and resulting exposure issues, and be complemented by the strategies in elements 3b-3f below.
   - **Required**

4. **Affordable Housing/Anti-Displacement Strategy**
   - **Description:** An analysis of existing housing stock and policies and how well they provide a range of housing choices, both in type and affordability. Strategies (including land use policies, other policies and programs) to meet affordable housing goals, provide housing affordable to low-income residents and prevent displacement of existing residents due to implementation of the plan should be analyzed.
   - **Required**

5. **Multi-modal Access & Connectivity Strategy**
   - **Description:** Strategies for improving bus access to rail stations and ferry terminals and frequency of feeder services (in consultation with transit providers) as well as pedestrian, bicycle and auto access and safety. Multi-modal connections between the transit stations and surrounding neighborhoods should be emphasized.
   - **Not Required**

6. **Pedestrian-Friendly Design/Placemaking Strategy**
   - **Description:** Building, open space and street design standards that focus on pedestrian-oriented design that enhances the walking environment and increases pedestrian comfort and convenience as well as the safety and security of transit patrons in and around the station area. Capitalizes on physical and cultural assets.
   - **Not Required**

7. **Accessible Design Strategy**
   - **Description:** Accessible design for people with disabilities and the elderly that ensures fully accessible transit stations, accessible paths of travel between the stations and surrounding areas, and visitable and habitable housing units adjacent to the station(s) where feasible.
   - **Not Required**
### 3f. Parking Analysis & Policy Strategy
An analysis of existing and future parking demand/supply to create a parking policy and management element that aims at reducing parking demand/supply through pricing, zoning, and support for alternative modes.

### 4. Specific Plan
**Implementation Plan & Financing Strategy**
Description: A list of measurable actions detailed in plan, and estimated timeline for their implementation, including adoption of new policies, phasing of new infrastructure and public developments, creation of new programs and, identification of near and longer-term priorities.

**Infrastructure Development & Budget**
Description: An analysis of current and future public infrastructure needed in the planning area (including schools, libraries, parks, sewers and other facilities) to serve the existing and future needs of the anticipated population. Financing strategies should propose specific mechanisms to fund necessary improvements, expansions, and maintenance of existing services.

**Optional: Additional Planning Element**
Description: Proposed planning strategy not identified in this document as an Element. Examples could include establishing transportation demand management policies such as trip caps, healthy communities design guidelines, infrastructure finance districts, etc.

**Proposed Planning Element:**

### 5. Environmental Impact Report (EIR)

### 6. Plan Adoption, Zoning Code Update, General Plan Amendment*

* Required for all grant recipients, regardless of planning previously completed

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### Part 8 – MAP OF PLANNING AREA

Attach a map showing the proposed planning area that includes at least a half mile radius around any transit station in the area, as well as any other relevant information for land uses, station location etc. Photos of current conditions in the planning area are optional.
## PlanBayArea 2040 Housing Unit Growth (2010-2040)

Ranking by Housing Unit Growth*

<table>
<thead>
<tr>
<th>Rank</th>
<th>County</th>
<th>City</th>
<th>Housing Unit Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SC</td>
<td>San Jose</td>
<td>149,900</td>
</tr>
<tr>
<td>2</td>
<td>SF</td>
<td>San Francisco</td>
<td>137,800</td>
</tr>
<tr>
<td>3</td>
<td>Ala</td>
<td>Oakland</td>
<td>87,700</td>
</tr>
<tr>
<td>4</td>
<td>SC</td>
<td>Sunnyvale</td>
<td>30,800</td>
</tr>
<tr>
<td>5</td>
<td>SC</td>
<td>Mountain View</td>
<td>26,300</td>
</tr>
<tr>
<td>6</td>
<td>CC</td>
<td>Concord</td>
<td>20,100</td>
</tr>
<tr>
<td>7</td>
<td>Ala</td>
<td>Fremont</td>
<td>19,200</td>
</tr>
<tr>
<td>8</td>
<td>CC</td>
<td>Richmond</td>
<td>18,800</td>
</tr>
<tr>
<td>9</td>
<td>Son</td>
<td>Santa Rosa</td>
<td>16,400</td>
</tr>
<tr>
<td>10</td>
<td>SC</td>
<td>Santa Clara</td>
<td>14,000</td>
</tr>
<tr>
<td>11</td>
<td>Ala</td>
<td>Emeryville</td>
<td>13,200</td>
</tr>
<tr>
<td>12</td>
<td>SM</td>
<td>San Mateo</td>
<td>12,600</td>
</tr>
<tr>
<td>13</td>
<td>Ala</td>
<td>Dublin</td>
<td>11,600</td>
</tr>
<tr>
<td>14</td>
<td>SC</td>
<td>Milpitas</td>
<td>11,200</td>
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<tr>
<td>15</td>
<td>Ala</td>
<td>Livermore</td>
<td>10,600</td>
</tr>
<tr>
<td>16</td>
<td>SM</td>
<td>Redwood City</td>
<td>10,100</td>
</tr>
</tbody>
</table>

**Total** 590,300

**Cumulative Share of Regional Growth: 72%**

(590,300/818,700) (top 16)

* Source: Plan Bay Area Supplementary Report, Land Use Modeling Report, PlanBayArea 2040 Final Supplemental Report
ATTACHMENT 2
PDA Planning Grant Program

Planning Process and Elements - Description & Guidance

The following pages describe suggested planning process and planning elements for grants funded through the PDA Planning Program, including outcomes, deliverables, and approaches. This information also provides potential grantees with an expectation of what Bay Area Metro (MTC/ABAG) will be looking for in grant scopes of work and submitted deliverables.

MTC anticipates that all planning grants will lead to implementation, including agreement by the local jurisdiction to formally adopt the completed plan, as well as corresponding zoning code and General Plan amendments. Jurisdictions that do not formally adopt an MTC-funded plan, along with corresponding zoning and appropriate General Plan amendments, will be subject to repayment of the grant.

Planning Process

<table>
<thead>
<tr>
<th>Sequence of Planning Process (table suggests general order)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. PDA Profile</td>
</tr>
<tr>
<td>2. Community Involvement</td>
</tr>
<tr>
<td>3. Alternatives &amp; Supportive Strategies</td>
</tr>
<tr>
<td>4. Specific Plan</td>
</tr>
<tr>
<td>5. EIR</td>
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<tr>
<td>6. Plan Adoption</td>
</tr>
</tbody>
</table>

Planning Elements

1. PDA Profile

**Outcome:** Assessment of the PDA that serves as the basis for community engagement and shapes the Alternatives, Supportive Strategies, and Plan

The geographic area assessed in the profile should encompass the PDA, but may also include surrounding neighborhoods for context. Bay Area Metro staff will be available to provide data or recommend sources. The PDA profile should address the following:

- **Population and Households:** Race/ethnicity, age, household income, poverty status, level of education, primary language spoken at home, and place of birth
- **Housing:** Units by type, tenure, rent/mortgage—including cost as a share of income; home value
- **Economy:** For PDA residents—place of work, industry, occupation and wage; For employees of PDA businesses—place of residence, industry, occupation, and wages
- **Growth:** Projected housing, job, and population growth in adopted local plans and Plan Bay Area 2040; breakdown of population growth by age, household size, and other demographic factors; breakdown of job growth by industry, occupation, and associated wage
- **Travel Patterns:** For residents and employees—Commute distance, mode, and travel time; additional data for residents—vehicle availability
- **Displacement Risk:** Level of displacement risk; specific groups at risk of displacement
- **Infrastructure:** Water, energy, waste, and stormwater; including any current or anticipated capacity issues
- **Community Services & Amenities:** parks, schools/playgrounds, schools, libraries, social services, healthcare, community centers, grocery and drug stores
- **Climate and Resilience:** Estimated GHG emissions, natural hazard, air quality, health outcomes
- **Known issues or concerns to be addressed in planning process**

**Deliverable:** Web-based and print PDA Profile containing the above-referenced categories
2. Community Involvement

**Outcome:** Collaborative, inclusive planning process with meaningful input from a full range of community stakeholders, including residents, local businesses, developers, transit agencies, service providers, utilities, schools, community- and faith-based organizations, and property owners. The following elements should be included:

- **Community Involvement Plan:** Strategy outlining a process to involve community members throughout the planning process and to ensure input is integrated into the Alternatives, Supportive Strategies and Specific Plan. It should be developed concurrent with PDA Profile, taking into account data from the Profile. The Involvement Plan should identify:
  - A schedule and set of task descriptions for carrying out all of the Community Involvement activities described in this section or alternative approaches that achieve the intended outcomes of these activities
  - Direct engagement with low-income communities and communities of color identified in the PDA Profile section, including roles of local service providers (e.g. community centers, clinics, etc). Identify translation needs (required for all non-English languages spoken by 10% or more of PDA residents) and document how these will be met throughout the process
  - Potential members of the Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC) and/or selection process
  - Specific ways that community input at various phases of the planning process will be integrated into Alternatives, Supportive Strategies and the Specific Plan

- **Community Advisory Council (CAC):** Meetings involving a cross-section of PDA residents (for PDAs that are new development sites, residents of surrounding neighborhoods), service providers, and property owners—including at least one annual update on plan progress.

- **Technical Advisory Committee (TAC):** Meetings involving staff from local, county, and regional agencies and service providers, such as utilities, transit agencies, congestion management agencies, air and water quality management districts, and the Bay Area Metro (ABAG/MTC) grant manager.

- **Direct Outreach and Information Gathering:** Interactive events engaging community members outside the context of traditional workshops, with an emphasis on reaching low-income communities and communities of color—incorporating translation needs. If possible, involve community members/service providers into outreach and operation of events. Grantees should tailor direct outreach to meet the needs of their community; successful direct outreach identified by previous PDA grantees include:
  - Community Asset Mapping: Engage community members to create an inventory and map of specific cultural assets and spaces to preserve or enhance, such as community gathering places, cultural institutions, and shops providing daily necessities and culturally-specific goods
  - Walk and Bike Audits: Community member assessments of walking and bicycling conditions, community assets, opportunities, and challenges
  - “Pop up” Workshop: Booths or tents at public events such as Farmer’s Markets, shopping streets, grocery stores, and festivals to raise awareness of the plan and solicit input; can include intercept surveys and interviews
  - Design Charrette in the Community: Drop-in workshop held in a location with foot traffic such as a storefront, library, or community center; community members work with the project team to design alternatives for the future of the PDA and develop supportive policies
  - Art and story-based visioning: Drop-in or scheduled events inviting community members to share stories or art capturing their experiences and aspirations for the PDA

- **Online and Print Engagement:** Create a project website and provide additional electronic and traditional outreach materials. Suggested approaches include:
  - Fact Sheets, updates and workshop invitations mailed to community members and posted in public places such as libraries, businesses, community centers, and places of worship
  - Online and mail surveys to educate residents and solicit feedback about needs, values and tradeoffs
  - Online discussion forums
  - Social media accounts (i.e. Twitter, Instagram) to announce meetings, provide updates and links to project material, and solicit feedback

In all outreach material, consider “branding” the plan using a consistent logo and tag line/motto to increase visibility.
• **Elected Official Engagement:** Dedicated sessions, or briefings with individual councilmembers, to provide Council with an overview of the planning process, an opportunity to review and comment on alternatives and provide input during the development of the Draft Plan to help ensure buy-in and smooth the plan adoption process.

• **Public Workshops:**
  - Plan Kickoff and Goal-setting Workshops: Incorporate activities to identify community assets, challenges and opportunities in the plan area, develop goals and targets for the plan, and shape Alternatives and Supportive Strategies. Encourage locations within plan area during times to maximize participation. Provide any translation services identified in the Community Engagement Plan and childcare.
  - Alternatives & Strategies Workshops: Highlight input from previous workshops and engagement, gather public input on Alternatives and Supportive strategies to shape Specific Plan; consider using live polling or similar tool to gather responses to strategy options, visual preference surveys, and other questions. Encourage workshop location within plan area during times to maximize participation. Provide any translation services identified in the Community Engagement Plan and childcare.

• **Additional Community Involvement Components:**
  - Public workshop or other option to present Draft Plan
  - Focus groups and interviews to obtain in-depth feedback from key stakeholders, including developers
  - Partnerships with local schools and community-based organizations (CBOs) that provide services to residents and often are not involved in planning processes
  - Outreach to local media, including ethnic newspapers, radio, and TV stations

*Deliverables:* Community Engagement Plan; Materials, Summaries, and Outcomes from: TAC and CAC meetings, public workshops and direct outreach activities, elected official engagement, and focus groups and other forms of engagement; Project Website; Online and Print engagement materials

3. **Alternatives & Supportive Strategies**

**Outcome:** Community-supported concept for the future of the PDA that provides the basis for developing the Specific Plan.

Alternatives and Supportive Strategies are intended to work together as a holistic approach to creating options for the PDA’s future. Alternatives are visions for the future built environment of the PDA, described with a variety of media and at a variety of levels of detail to engage the population identified in the Community Involvement Plan. Grantees should create approximately three alternatives for discussion at public workshops and, following identification of a preferred alternative, integration into the Plan. Supportive Strategies are complementary policies, incentives, and financing tools that may apply to individual, multiple, or all alternatives. The order in which different supportive strategies are produced (i.e. before, concurrent, or following development of alternatives) is at the discretion of grantees, but each must be completed before the Draft Plan. For example, in some communities it may be appropriate to complete Affordable Housing and Anti-Displacement strategies to inform the development of Alternatives, while in others these strategies may be developed to support a preferred Alternative.

Each Alternative will introduce a range of design options or policies for discussion, refinement and integration into the Plan. Grantees will be asked to demonstrate how a preferred alternative and supportive strategies are incorporated into the Plan. Topics to be address in the Alternatives and Supportive Strategies are described below:

3a. **Alternatives**

- **Land use and urban design**—Scale of development, mix of land uses, opportunity sites, and design approaches to integrating this growth into the existing community
- **On- and off-street multi-modal pedestrian, bicycle, transit and auto circulation networks**, including detailed concepts for key streets and trails that integrate complete streets and green infrastructure features
- **Public space network**—existing and future parks, formal and informal community gathering spaces, and primary walking paths and greenways
- **Location and characteristics of preserved, enhanced, or new community assets** such as plazas local shopping streets and markets, public art, community centers, clinics and other services, and natural habitat
- **Infrastructure and public facilities improvements**, including water and energy systems needed to accommodate new development—focusing on sustainable practices—and new public facilities such as schools that meet needs of new and existing population of plan area

**Deliverable**: Alternatives Report and maps, presentations, and workshop materials related to Alternatives.

### 3b. Affordable Housing & Anti-displacement Strategy

- **Existing Conditions (Drawing from PDA Profile)**
  - Demographic characteristics of the existing population in the plan area, including factors such as income levels, ethnic/racial composition, and presence of low-income renters (who are at greatest risk of displacement)
  - Housing characteristics in the plan area, including factors such as housing tenure, household size, and housing affordability for both deed-restricted and market-rate units
  - Displacement risk
  - Market conditions that affect the provision of affordable housing, such as land availability and value, obstacles to development in the plan area, and existing affordable housing policies (e.g., inclusionary zoning, rent control or stabilization policies, housing preservation programs, etc.)

- **Affordable Housing Need:**
  - Expected need for affordable housing, by income level, in the plan area based on the characteristics of the existing and expected future population, taking into account RHNA allocation and future industry growth. *The statement of need should not be limited by estimates of what seems feasible.*
  - Gap between need, by income level, and anticipated provision through private investment and available subsidies

- **Strategies & Policies**
  - Opportunity sites: Pipeline of housing and mixed-use development sites (including size, tenure, market or affordable), potential sites for affordable and mixed-income housing (including but not limited to RHNA opportunity sites)
  - Preservation opportunities: location and type of at-risk units occupied by low and moderate income households for potential acquisition and rehabilitation as permanently affordable units
  - Preservation and Production Policies: Inclusionary zoning; density bonus; 1:1 replacement; reduced parking standards; condominium conversion ordinance; acquisition/rehabilitation/conversion program; land trusts; foreclosure mitigation, etc.
  - Anti-Displacement policies: Just cause evictions; rent stabilization; SRO and mobile home preservation ordinance; Community benefits zoning; Protection or integration of locally owned businesses into new development, local hire, targeting industries that meet residents’ skill levels, etc.
  - Funding Sources and strategies: Local sources (bonds, impact fees, commercial development impact fees; housing trust fund, etc.); State and Federal sources (HOME, CDBG, tax credits, grants, etc.); New/Innovative strategies and sources
  - Filling the gap: Quantify the impact of proposed policies and funding sources on the gap identified between housing need and anticipated production

**Deliverable**: A report that outlines the plan’s approach to providing a range of affordable housing options to existing and future residents, based on the elements identified above. Report should identify how report findings will be incorporated into the final plan.

### 3c. Multimodal Access & Connectivity Strategy

- **Pedestrian Access & Circulation:**
  - Assessment of pedestrian routes between station/terminal, local transit, neighborhood amenities and activity nodes in the planning area, including impediments and locations of conflict with automobiles
  - Policies to improve pedestrian movement and safety such as consolidating and minimizing driveways, limiting block sizes, requiring bulb outs and other pedestrian friendly design features
• Bicycle Access & Circulation:
  o Assessment of routes to adjacent activity centers, nodes, and regional routes including class of streets and current impediments/safety issues
  o Policies to improve bike circulation, such as lane width and treatment, intersection treatment, and bike parking standards for new development
  o Implementation of connections to countywide and city bike plans, as well as regional trails

• Transit Connectivity:
  o Existing feeder bus service/hubs at stations/terminals, various lines serving stations, and routes and stops within the planning area; ridership by route and stop
  o Policies and design standards: locate bus stops and intersections; bus bulb outs; bus shelters
  o Intermodal access, including way-finding signage, accessible transit information, real-time technology, schedule coordination, fare coordination and last-mile connecting services
  o Ensure close and early consultation/coordination with all affected transit operators

• Auto Circulation:
  o Current routes from core planning area parking structures/ lots to arterials, expressways, and freeways.
  o Current and anticipated auto-intensive land uses
  o Policies and design standards: Minimize auto and pedestrian/bicycle conflicts; keep vehicular circulation to a minimum in pedestrian core area; relocate auto oriented land uses in highly pedestrian trafficked areas. Including vehicular entrances of parking structures

**Deliverable:** Multimodal access and connectivity plan/memo and pedestrian-friendly design standards or similar (See also Community Vitality and Placemaking). Deliverable should identify how findings will be incorporated into the final plan.

3d. Pedestrian-Friendly Design/ Placemaking Strategy

• Community assets (spatial and cultural, as identified by community members through the PDA Profile or direct outreach activities)

• Placemaking strategies
  o Policies to preserve and enhancing existing assets
  o Opportunity sites—preservation and enhancement of community assets and new public spaces (parks, paseos, plazas, community centers) designed to meet community needs and support community aspirations for the PDA
  o Process for integrating community-led placemaking (e.g. cultural plazas, public art) into future public works and development projects;

• Design Guidelines (level of detail is at discretion of jurisdiction based upon desired specificity; higher detail is most appropriate for plans incorporating a form-based code or similar mechanism), and may include guidelines for architectural, public realm and public facility design.

**Deliverable:** Memo outlining placemaking and design standards or policies. Deliverable should identify how findings will be incorporated into the final plan.

3e. Accessible Design Strategy

• New Housing: Requirements for new units in the planning area, including townhomes, to incorporate universal design or be habitable and visitable by persons with mobility limitations (e.g. have accessible bathrooms and bedrooms, or can be converted through universal design)

• Transit station access: Conditions resulting from plan will create a fully accessible path of access to and from transit and essential services within ½ mile of existing and planned housing units in the planning area;
Description should include width of sidewalks, presence of curb cuts, physical barriers that would prevent persons with mobility limitations from access, and enhancements that would facilitate access.

- **Key Definitions:**
  - Accessible: Housing and routes to transit that meet the needs of a person with mobility limitations
  - Adaptable: Housing that allows some features of a building or dwelling to be readily changed to be accessible
  - Habitable: Dwelling where a person with a disability can live with an accessible bedroom
  - Townhome: A multi-story residence that is connected by a common wall to another residence
  - Visitable: Dwelling where a person with a disability can visit with an accessible restroom
  - Universal Design (UD):
    1. The design of products and environments to be usable by all people, to the greatest extent possible, without adaptation or specialized design
    2. A user-friendly approach to design allowing people of any culture, age, size, weight, race, gender and ability to experience an environment that promotes their health, safety and welfare today and in the future

**Deliverable**: Memo containing how the planning area will accommodate persons with disabilities, both in path of travel to/from transit and surrounding destinations, as well as habitable and visitable housing units. Deliverable should identify how findings will be incorporated into the final plan.

### 3f. Parking Analysis and Policy Strategy:

- **Suggested policies for new development and reuse:**
  - Eliminate or reduce parking minimums to levels consistent with AB 710 (Skinner), as proposed in 2011, specifically: City requirements of no more than 1 space per residential unit and 1 space per 1,000 square ft of commercial space
  - Establish parking maximums at a level of no higher than one and one-half the minimums above, i.e., 1.5 spaces per residential unit and 1.5 spaces per 1,000 sq ft commercial space
  - Trip Caps that establish maximum trips for new commercial development

**Strategies can be used in combination, i.e., both a lower or no minimum and a maximum. Consider other strategies to support these approaches: Unbundling, car-share, bicycle parking, pedestrian accessibility, shared parking, and transit passes.**

- **Suggested policies for employers:**
  - Commuter Benefit Ordinance requiring employers (of 50 or more) to choose one of the following
    - Pre-tax dollars - Employer sets up a deduction program under existing IRS code 132(f), allows employees to make monthly pretax deductions to purchase transit passes or vanpool rides.
    - Employer Subsidy, see [CommuterBenefits.org](http://CommuterBenefits.org) or the IRS Fringe Benefits Guide at [IRS.gov/publications/p15b/index.html](http://IRS.gov/publications/p15b/index.html) for more information
    - Employer Provided - Employer offers workers free shuttle service on company-funded bus/van.
  - Parking cash-out based on city enforcement of state law, as per SB 728, Lowenthal, passed 2010
  - Transportation Demand Management - participation in an active Transportation Management Association (TMA)

Additional information on parking planning and management approaches, steps and strategies is available in the MTC Parking Toolbox.

**Deliverable**: Parking management plan/memo incorporating elements listed above. Deliverable should identify how findings will be incorporated into the final plan.
Optional: Market demand strategy, Trip caps, Healthy Communities Design Guidelines, Infrastructure finance, Zero Carbon Districts, other innovative Planning Element identified by applicant.

Deliverables: Memo or report summarizing findings and new policies or guidelines. Deliverable should identify how findings will be incorporated into the final plan.

4. Specific Plan
Outcome: Adopted user-friendly Specific Plan that translates the preferred alternative into a coherent set of policies and programs that facilitate short- and long-term implementation

Specific Plan Sections/Topics—The sections below represent one way to organize the Specific Plan. Plans may be organized differently, but should address each topic.

- **Introduction:** Intent, organization and summary of Plan
- **Vision:** Plan goals, concepts and desired outcomes. Include key findings from the community engagement and Alternatives processes and describe how they inform the Plan
- **Development Standards:** Zoning Districts (land uses, density, height); Urban & Architectural Design (setbacks, building façades, solar orientation, groundfloor transparency); Parking (maximum parking ratios, shared parking, adaptability to autonomous vehicles and reduced car ownership); Conservation (energy, water, and waste reduction standards; green building strategies exceeding Title 24 if applicable); Community Benefits (e.g. affordable housing, public spaces, community facilities, or other amenities that can be provided in exchange for higher densities or other developer benefit)
- **Open Space:** Parks and public spaces; Off-street trails; Habitat conservation and enhancement areas; Public and private open space standards
- **Streetscape and Circulation:** Street designations (identifying streets in plan area by designation); Complete streets design standards (standard cross-sections, including provisions for pedestrians, bicycles, transit, parking, and green infrastructure where applicable—should be at appropriate level of detail to guide future projects); Accessibility
- **Community Resources:** Schools/job training centers; Health care and social services; Community centers
- **Infrastructure and Utilities:** Water supply (including water recycling/reuse); Stormwater/Green Infrastructure; Sewage and Solid Waste; Energy (including renewable energy generation and distribution)
- **Resilience:** Policies to increase seismic and flood safety; Disaster response
- **Implementation and Financing Strategy:** Project administration; Implementation actions and programs—identifying responsible parties, timelines, and costs; Capital improvements (specific street segments, trails, community facilities, etc required to complete plan—including cost estimates, funding sources and timelines.)
- **Optional implementation sections:** Trip Caps, Healthy Infill development standards, Infrastructure Finance, innovative proposals by applicants
- **Appendices:** General Plan Amendments; Zoning Amendments; Additional policies/regulations (e.g. design guidelines)

Deliverables: Administrative Draft Specific Plan; Public Draft Specific Plan; Redline version of Specific Plan adopted by City Council or Board of Supervisors; Digital and print versions of published Final Specific Plan

5. Environmental Impact Report (EIR)
Outcome: Certified environmental document that meets the requirements of the California Environmental Quality Act (CEQA) and provides adequate analysis of potential impacts resulting from implementation of the Specific Plan, and mitigations to address these potential impacts, to minimize the need for additional review of future projects consistent with the Plan, and to facilitate the use of CEQA streamlining provisions for infill development.

Exceptions to completing the full EIR will be allowed if applicant can demonstrate that a programmatic environmental analysis that includes the entire planning area and the level of growth anticipated in the plan has been certified within the past 5 years, eliminating the need for substantial additional environmental analysis for projects consistent with the Plan.

EIR Components:
- **Notice of Preparation (NOP)/Initial Study:** Brief description of the Draft Plan, its location, and probable environmental effects
• **Scoping Meeting(s) & Report:** Public meeting(s) to receive feedback on NOP/initial study and to identify additional issues pertinent to the Draft Plan; following the meeting(s), report documenting feedback

• **Draft Environmental Impact Report (DEIR):** Document analyzing the potential environmental impacts identified in the Initial Study and wherever possible identifying mitigations to minimize impacts. Refer to the California Office of Planning and Research (OPR) Guide for additional guidance

• **Notice of Completion:** Document indicating that a DEIR has been prepared for the Draft Plan

• **Final Environmental Impact Report (FEIR):** Copy of, or revision to, the Draft EIR; comments on the Draft EIR and response to these comments; and any additional information

• **Notice of Determination:** Brief notice indicating approval of EIR

   *All environmental documents must incorporate provisions of SB375, SB743 and any recent CEQA-related legislation*

**Deliverables:** NOP; Scoping Report; Administrative DEIR; Public DEIR; FEIR

6. **Plan Adoption, Zoning Code Update, & General Plan Amendment:**

   **Outcome:** City Council or Board of Supervisors Resolutions and Ordinance adopting Plan and amending General Plan, Zoning Code, Zoning Map, and any other relevant policies and regulatory documents

   **Deliverables:** Resolution(s) and Ordinance(s) adopting Plan; Resolution(s) and Ordinance(s) amending Zoning Code, General Plan, and any other relevant policies
PDA STAFFING ASSISTANCE PROGRAM

PROGRAM GUIDELINES

Bay Area Metro (MTC and ABAG) staff are accepting applications from jurisdictions with Priority Development Areas (PDAs) for the following regional programs - PDA Planning Grant, PDA Technical Assistance, and PDA Staffing Assistance. The PDA Staffing Assistance Program is described below, along with the application process/application.

PDA Staffing Assistance Program Description
Staff reductions in past years have made it difficult for cities with PDAs to carry out neighborhood planning efforts critical to Plan Bay Area 2040 implementation. The objective of the PDA Staffing Assistance program is to offer consultant assistance to cities to help address these needs.

PDA Staffing Assistance differs from PDA Technical Assistance in that Staffing Assistance projects have a more complex scope of work requiring longer than 6 months to complete, as well as a budget larger than $65,000.

Eligible Applicants
Local governments (cities and counties) with PDAs are eligible for PDA Staffing Assistance. While all jurisdictions are eligible to apply, priority will be given to the 16 jurisdictions taking on over 70% of the region’s housing growth in Plan Bay Area 2040 (See Attachment 1).

Eligible Planning Activities
Staffing is limited to projects that provide a clear transportation/land use nexus. Examples of eligible types of projects include, but are not limited to:

- Transit-oriented affordable housing policy development and implementation (PDA-specific or jurisdiction-wide)
- Planning for mixed-income neighborhoods near transit: increasing affordability with location efficiency
- Planning and implementing transit connectivity to employment, housing and services
- Evaluating transit corridors and their relationship to transit-oriented development (TOD)
- Planning for expanding housing opportunities near transit
- Parking management and pricing connected to new land uses
- Bicycle and pedestrian planning connected to new land uses
- Implementing SB743: VMT-based transportation impact standards
- Evaluating transit corridors and their relationship to transit-oriented development (TOD)
- Planning and implementing Complete Communities (mix of land uses, diversity of incomes, multi-modal connections to transit, etc.)

Funding Details
Administration: Consultant(s) under contract with MTC will be assigned to work directly with local jurisdictions to complete identified projects. No local match is required.

Award minimum: NA
Award maximum: $200,000
Required local match: None

Responding to North Bay Fires
Staff will favorably consider applications that support PDAs directly affected by the North Bay Fires. Applicants seeking funding to address recovery from the fire(s) should describe the impact of the fire(s) on the PDA in the Application Information section on Page 4.
Pre-Application workshops: January 11, 2018, 1-3 PM at Bay Area Metro (375 Beale Street, Yerba Buena Room, San Francisco, CA 94105)  
January 17, 2018, 2-4 PM at VTA (3331 N 1st St, Auditorium, San Jose CA 95134)  
Application deadline: March 5, 2018 @ 4pm  
Planning timeframe: No longer than 18 months following award and finalized workscope

EVALUATION CRITERIA & APPLICATION PROCESS

PART ONE: Screening Criteria
(a) Project is located in a PDA  
(b) Proposed staffing project is eligible for funding  
(c) Application is complete and responsive

PART TWO: Evaluation Criteria (100 POINTS TOTAL)

1. Project area includes a Community of Concern as defined by MTC's Lifeline Transportation Program or is at high risk for displacement (5 points) (See: Community of Concern) or High Risk for Displacement

2. Project areas is in one of sixteen cities taking on over 70% of the region’s housing growth in Plan Bay Area 2040 (5 points) (See Attachment 1 for a list of these cities)

3. Proposed Project /Project Performance and Impact (45 points)  
   Extent to which proposed staffing project will facilitate developing, adopting or implementing a PDA plan or any of its components that address intensified land uses near transit; codifying standards for affordable housing; and/or other policies that support transit-accessible livable and complete communities.

4. Existing Policies (15 points)  
   Extent to which jurisdiction has demonstrated a commitment to providing an increase in housing and transportation choices exhibited through existing policies, such as innovative parking policies, TOD zoning, transportation demand management strategies, citywide affordable housing policies and approved projects, supportive general plan policies, sustainability policies, etc.

5. Local Commitment (15 points)  
   Extent to which applicant demonstrates local commitment to implementation of the PDA plan, community support for the plan (or project is intended to build community support), support from the relevant Congestion Management Agency (CMA) and Transit Agency/agencies, and local financial support by leveraging other funding or current/past planning efforts.

6. Implementation (15 points)  
   Extent to which jurisdiction is committed to implementing its PDA plan or proposed staffing project that will facilitate PDA plan development, adoption or implementation. Applicant has a clear sense of implementation timeframe.
APPLICATION PROCESS/TIMELINE

Phase 1: Call for Applications issued in December 2017.

Phase 2: Attend a pre-application workshop at Bay Area Metro (MTC/ABAG) offices (375 Beale Street, Yerba Buena Room, San Francisco CA 94105) on January 11, 2018 from 1-3PM, or at the Valley Transportation Authority (3331 N 1st St, Auditorium, San Jose CA 95134) on January 17, 2018 from 2-4PM.

Phase 3: Application submitted by March 5, 2018, 4:00PM deadline

Phase 4: Applications are evaluated using the criteria outlined above. Staff reserves the right to screen applications prior to evaluation review to determine whether applications are incomplete or non-responsive to key elements of the program.

Phase 5: Projects are assigned to on-call consultant(s) by Bay Area Metro (MTC/ABAG) staff by June 2018 pending MTC consultant selection approval process.

Phase 6: Bay Area Metro, jurisdiction and consultant finalize workscope. Project is completed within 18 months.

Timeline Summary

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Time</th>
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</thead>
<tbody>
<tr>
<td>Call for Applications Issued</td>
<td>December 2017</td>
</tr>
<tr>
<td>Pre-Application Workshops</td>
<td>January 11, 2018, 1-3PM at Bay Area Metro</td>
</tr>
<tr>
<td></td>
<td>January 17, 2018, 2-4PM at VTA</td>
</tr>
<tr>
<td>Submittal Due Date</td>
<td>March 5, 2018, 4pm</td>
</tr>
<tr>
<td>Review Process</td>
<td>March 5 – April 4, 2018</td>
</tr>
<tr>
<td>Programming &amp; Allocations Committee meeting</td>
<td>April 11, 2018</td>
</tr>
<tr>
<td>Commission Approval</td>
<td>April 25, 2018</td>
</tr>
<tr>
<td>Bay Area Metro assigns consultant(s) to project</td>
<td>By June 2018 (pending consultant selection approval process)</td>
</tr>
<tr>
<td>Bay Area Metro, jurisdiction and consultant finalize workscope, begin project</td>
<td>July – September 2018</td>
</tr>
<tr>
<td>All work completed</td>
<td>December 2019</td>
</tr>
</tbody>
</table>

Applications for Staffing Assistance must be submitted in electronic format only. E-mail application materials to Mark Shorett, PDA Planning Program Manager, at mshorett@bayareametro.gov.
PDA STAFFING ASSISTANCE
Application

Application Deadline: March 5, 2018, 4:00 PM
Submit to mshorett@bayareametro.gov

Review PDA Staffing Assistance Program Guidelines for additional information

<table>
<thead>
<tr>
<th>Part 1 – APPLICANT INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Lead Applicant (City/County)</td>
</tr>
<tr>
<td>Contact information (email/phone):</td>
</tr>
<tr>
<td>b. Name of PDA</td>
</tr>
</tbody>
</table>
| c. Is the PDA directly affected by the 2017 North Bay Fires?  
  (If so, indicate impact of fire(s) on PDA). | |

<table>
<thead>
<tr>
<th>Part 2 – STAFFING ASSISTANCE REQUESTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Request for staff to work on the following project(s):</td>
</tr>
</tbody>
</table>
  - Affordable housing policy development and implementation  
  - Implementing SB743: VMT-based transportation impact standards  
  - Planning and implementing transit connectivity to employment, housing and services  
  - Planning and implementing transit connectivity to employment, housing and services  
  - Evaluating transit corridors and their relationship to transit-oriented development (TOD)  
  - Planning for expanding housing opportunities near transit  
  - Parking management and pricing  
  - Bicycle and pedestrian planning  
  - Planning and implementing Complete Communities (mix of uses, diversity of incomes, etc., near transit)  
  - Other (project must have a clear transportation/land use nexus) (describe further in Part 4 below):  
    ___________________________________________________________  
    ___________________________________________________________  

b. Expected Work Product :
  - Adopted Plan, Policy, or Standards  
  - Technical Tool  
  - Design Standards/Document  
  - Other (specify):  
    ___________________________________________________________  
    ________________________________________________________________________  
    Note: All projects will result in a written report in addition to outcome described above  

c. Brief Project Description (50 words max.):  

d. Estimated Cost of Requested Services (Maximum award - $200,000 over 18 months):  

### Part 3 – PDA GROWTH INFORMATION

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>a.</td>
<td>Projected future PDA housing unit growth*</td>
</tr>
<tr>
<td>b.</td>
<td>Projected future PDA employment growth*</td>
</tr>
<tr>
<td>c.</td>
<td>Projected Plan Bay Area 2040 citywide household growth**</td>
</tr>
<tr>
<td>d.</td>
<td>Projected Plan Bay Area 2040 citywide employment growth**</td>
</tr>
<tr>
<td>e.</td>
<td>Available Transit Service(s) now and projected in Plan Bay Area 2040</td>
</tr>
<tr>
<td>f.</td>
<td>How will the planning effort for which you are applying help to meet or exceed your growth projection for the PDA?</td>
</tr>
</tbody>
</table>

If project involves multiple PDAs, please include cumulative growth and all transit services

*Based upon adopted local plans or best staff estimate; specify time period

**See Final Land Use Modeling Report - Plan Bay Area 2040

### Part 4 – REGIONAL CONTEXT

<p>| | |</p>
<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Is the project area fully or partially in the following:</td>
<td>Yes</td>
</tr>
<tr>
<td>a. Community of Concern/High Risk for Displacement*</td>
<td>☐</td>
</tr>
<tr>
<td>b. City among the top 16 in housing growth in Plan Bay Area 2040**</td>
<td>☐</td>
</tr>
</tbody>
</table>

* See: Community of Concern or High Risk for Displacement

**See Attachment 1

### Part 5 – NARRATIVE

Attach a no more than THREE-page (8½ x 11 paper – single spaced, 12 pt. font) narrative that addresses the following and provides any other relevant information.

Please describe the project(s) that the requested staff would complete. Include all of the following in your description:

- Anticipated tasks
- Interim deliverables and final work products
- Timeline for completion of work
- Staff reporting structure (city staff who will manage assigned staff person)
- Need for staff person to complete the work requested - how critical is the staffing request to completing the project(s)?
- Level of experience required to complete the work (entry, mid-level, senior staff, etc.). Describe any specialized skills you think are required to complete the project(s).
- Indication of how the work to be completed by requested staff person advances PDA planning or implementation.
Part 6 – MAP OF PLANNING AREA

Attach a map showing the PDA or proposed planning area with relevant information related to land uses, transit station location(s) etc.

All images must be in PDF form and should not exceed 5 mb combined.
### PlanBayArea 2040 Housing Unit Growth (2010-2040)

#### Ranking by Housing Unit Growth

<table>
<thead>
<tr>
<th>Rank</th>
<th>County</th>
<th>City</th>
<th>Housing Unit Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SC</td>
<td>San Jose</td>
<td>149,900</td>
</tr>
<tr>
<td>2</td>
<td>SF</td>
<td>San Francisco</td>
<td>137,800</td>
</tr>
<tr>
<td>3</td>
<td>Ala</td>
<td>Oakland</td>
<td>87,700</td>
</tr>
<tr>
<td>4</td>
<td>SC</td>
<td>Sunnyvale</td>
<td>30,800</td>
</tr>
<tr>
<td>5</td>
<td>SC</td>
<td>Mountain View</td>
<td>26,300</td>
</tr>
<tr>
<td>6</td>
<td>CC</td>
<td>Concord</td>
<td>20,100</td>
</tr>
<tr>
<td>7</td>
<td>Ala</td>
<td>Fremont</td>
<td>19,200</td>
</tr>
<tr>
<td>8</td>
<td>CC</td>
<td>Richmond</td>
<td>18,800</td>
</tr>
<tr>
<td>9</td>
<td>Son</td>
<td>Santa Rosa</td>
<td>16,400</td>
</tr>
<tr>
<td>10</td>
<td>SC</td>
<td>Santa Clara</td>
<td>14,000</td>
</tr>
<tr>
<td>11</td>
<td>Ala</td>
<td>Emeryville</td>
<td>13,200</td>
</tr>
<tr>
<td>12</td>
<td>SM</td>
<td>San Mateo</td>
<td>12,600</td>
</tr>
<tr>
<td>13</td>
<td>Ala</td>
<td>Dublin</td>
<td>11,600</td>
</tr>
<tr>
<td>14</td>
<td>SC</td>
<td>Milpitas</td>
<td>11,200</td>
</tr>
<tr>
<td>15</td>
<td>Ala</td>
<td>Livermore</td>
<td>10,600</td>
</tr>
<tr>
<td>16</td>
<td>SM</td>
<td>Redwood City</td>
<td>10,100</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total</strong></td>
<td><strong>590,300</strong></td>
</tr>
</tbody>
</table>

Cumulative Share of Regional Growth: 72%

(590,300/818,700) (top 16)

* Source: Plan Bay Area Supplementary Report, Land Use Modeling Report, PlanBayArea 2040 Final Supplemental Report
MTC and ABAG staff are accepting applications from jurisdictions with Priority Development Areas (PDAs) for the following regional programs - PDA Planning Grant Program, PDA Technical Assistance and PDA Staffing Assistance. The PDA Technical Assistance Program is described below, along with the application process/application.

PDA Technical Assistance Program Description
The objective of the PDA Technical Assistance program is to support discrete projects that will advance implementation of PDA-related plans in support of regional and local goals. Customized consultant assistance will be provided to local jurisdictions seeking to overcome specific policy or planning challenges to the implementation of PDA-related plans.

Projects that will be most competitive will achieve: 1) creative, forward-thinking solutions for addressing common impediments to the development of successful transit-oriented development (TOD); 2) expand support for TOD in the jurisdiction and Bay Area; 3) solutions applicable to an entire PDA (vs. focus on a specific project within a PDA).

Eligible Applicants
Cities and counties with PDAs are eligible for PDA Technical Assistance. Multiple jurisdictions may also submit applications. In the case of multiple jurisdiction applications, each jurisdiction must be a co-applicant.

While all jurisdictions are eligible to apply, priority will be given to the 16 jurisdictions taking on over 70% of the region’s housing growth in Plan Bay Area 2040 (See Attachment 1).

Eligible Planning Activities
Proposed Technical Assistance projects should support PDAs for which a neighborhood or specific plan has been adopted. Proposed projects must advance implementation of the relevant plan, or serve to initiate a new or updated planning process. Projects for PDAs with an ongoing MTC-funded PDA planning process in progress are not eligible.

Projects that address the following types of planning and development issues are eligible:

- Affordable housing and anti-displacement policies that address acute housing challenges in PDAs and surrounding transit-accessible neighborhoods; policies must be PDA-applicable but can also apply jurisdiction-wide
- Transportation Demand Management (TDM) policies and programs, including the development and implementation of trip caps or Transportation Management Associations (TMAs)
- VMT-based transportation impact standards or streamlining procedures that implement SB743
- Transit station access and circulation for new and existing development, emphasizing Complete Streets and the needs of pedestrians, persons with disabilities, bicycles, shuttles, transit and local circulation.
- Parking policy and demand management, with an emphasis on implementation of MTC’s Parking Policies to Support Smart Growth Toolbox/Handbook
- Development feasibility analysis such as development of pro-formas and return on investment analysis
- Financing mechanisms for infrastructure and transit-oriented housing, such as the establishment of finance districts to address public and private infrastructure, affordable and mixed-income housing, and other related TOD improvements

Responding to North Bay Fires
Staff will favorably consider applications that support PDAs directly affected by the North Bay Fires. Applicants seeking funding to address recovery from the fire(s) should describe the impact of the fire(s) on the PDA in the Applicant Information section on Page 4.
h. Neighborhood/PDA-wide infrastructure planning and design, emphasizing green infrastructure and low-impact development for energy efficiency, storm-water management, utilities, and transit-accessible community facilities or parks

i. TOD-supportive design, zoning and placemaking, including form-based code, design guidelines or visualization to address building form and scale, connectivity and accessibility

j. Multi-jurisdiction initiatives that produce implementation actions to overcome shared challenges in multiple PDAs along a transit corridor

Projects with a budget of up to $65,000 for in-kind consultant services are eligible. There is no minimum project size. Projects must be completed within six months following award and finalized workscope.

Funding Details
Administration: Consultant(s) under contract with MTC will be assigned to work directly with local jurisdictions to complete selected projects. No local match is required.
Award minimum: NA
Award maximum: $65,000
Required local match: None
Pre-Application workshop: January 11, 2018, 1-3 PM at MTC/ABAG (375 Beale Street, Yerba Buena Room, San Francisco, CA 94105)
January 17, 2018, 2-4 PM at VTA (3331 N 1st St, Auditorium, San Jose CA 95134)
Application deadline: March 5, 2018 @ 4pm
Planning timeframe: Projects must be completed within 6 months following finalized workscope

EVALUATION CRITERIA & APPLICATION PROCESS

PART ONE: Screening Criteria
(a) Project is located in a planned or potential PDA
(b) Application is complete and responsive

PART TWO: Evaluation Criteria (100 TOTAL)

1. Project area includes a Community of Concern as defined by MTC’s Lifeline Transportation Program or is at high risk for displacement (5 points) (See: Community of Concern) or High Risk for Displacement

2. Location in one of sixteen cities taking on 70% of the region’s housing growth in Plan Bay Area 2040 (10 points) (See Attachment 1 for a list of these cities)

3. Project Performance and Impact (20 points): Extent to which adopted PDA plan addresses commercial and residential densities, absolute and percent change in jobs and housing units, standards for affordable housing, as well as other policies that support transit-accessible livable and complete communities.

4. Existing Policies (15 points): Extent to which jurisdiction has demonstrated a commitment to provide an increase in housing and transportation choices demonstrated through existing policies, such as innovative parking policies, TOD zoning, transportation demand management strategies, existing citywide affordable housing policies and approved projects, supportive general plan policies, and sustainability practices such as green building and alternative energy policies.
5. **Local Commitment (15 points):** Extent to which applicant demonstrates local commitment to implementation of the PDA plan, community support for the plan (or project is intended to build community support), support from the relevant Congestion Management Agency (CMA) and Transit Agency/agencies, and local financial support by leveraging other funding or current/past planning efforts.

6. **Implementation (35 points):** Extent to which the project: 1) is a critical step or “tipping point” towards implementation or adoption of the relevant PDA plan(s); 2) helps to overcome a specific challenge to successful implementation or initiation of the plan(s); 3) has identified measurable outcomes that will directly advance plan implementation. Applicant has demonstrated a clear sense of implementation timeframe.

7. **Innovation (5 points)** Extent to which project demonstrates innovative and effective planning techniques that could provide useful strategies to be used as a model to advance PDA implementation.

**APPLICATION PROCESS/TIMELINE**

<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Issue Call for Applications</td>
<td>December 2017</td>
</tr>
<tr>
<td>Pre-application Workshops</td>
<td>January 11, 2018, 1-3 PM at MTC/ABAG</td>
</tr>
<tr>
<td></td>
<td>January 17, 2018, 2-4 PM at VTA</td>
</tr>
<tr>
<td>Application Due Date</td>
<td>March 5, 2018</td>
</tr>
<tr>
<td>Review Process</td>
<td>March 5 – April 4, 2018</td>
</tr>
<tr>
<td>Programming &amp; Allocations Committee Meeting</td>
<td>April 11, 2018</td>
</tr>
<tr>
<td>Commission Approval</td>
<td>April 25, 2018</td>
</tr>
<tr>
<td>Bay Area Metro assign consultant(s) to project</td>
<td>By June 2018 (pending consultant selection approval process)</td>
</tr>
<tr>
<td>Bay Area Metro, jurisdiction and consultant finalize workscope, begin project</td>
<td>July – September 2018</td>
</tr>
<tr>
<td>All work completed</td>
<td>Within 6 months following finalized workscope</td>
</tr>
</tbody>
</table>

Applications for Technical Assistance must be submitted in **electronic** format only. **E-mail application materials to Mark Shorett, PDA Planning Program Manager, at mshorett@bayareametro.gov**
PDA TECHNICAL ASSISTANCE PROGRAM
Application

Application Deadline: March 5, 2018, 4:00pm
Submit to ttrivedi@bayareametro.gov

Please review the PDA Technical Assistance Program Guidelines for additional information

<table>
<thead>
<tr>
<th>Part 1 – APPLICANT INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Lead Applicant (City/County)</td>
</tr>
<tr>
<td>Contact information (email/phone):</td>
</tr>
<tr>
<td>b. Name of PDA</td>
</tr>
<tr>
<td>c. Is the PDA directly affected by the 2017 North Bay Fires? (If so, indicate impact of fire(s) on PDA).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Part 2 – TECHNICAL ASSISTANCE SERVICE REQUESTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Type of Service:</td>
</tr>
<tr>
<td>Affordable housing or anti-displacement policies</td>
</tr>
<tr>
<td>Transportation Demand Management</td>
</tr>
<tr>
<td>VMT-based impact standards</td>
</tr>
<tr>
<td>Transit station access and circulation</td>
</tr>
<tr>
<td>Parking policy and demand management</td>
</tr>
<tr>
<td>Development feasibility analysis</td>
</tr>
<tr>
<td>TOD or infrastructure financing mechanisms</td>
</tr>
<tr>
<td>Infrastructure planning and design</td>
</tr>
<tr>
<td>TOD-supportive design, zoning or placemaking</td>
</tr>
<tr>
<td>Multi-jurisdiction initiatives</td>
</tr>
<tr>
<td>b. Expected Work Product:</td>
</tr>
<tr>
<td>Adopted policy or standard(s)</td>
</tr>
<tr>
<td>Technical Tool</td>
</tr>
<tr>
<td>Establishment of new entity (e.g. TMA)</td>
</tr>
</tbody>
</table>
| Other (specify): _______________________________________
| Note: All projects will result in a written report in addition to outcome described above |
| c. Date local decision-making body discussed/approved Technical Assistance project for submission: |
| d. Project Title: |
| e. Brief Project Description (50 words max.): |
| f. Estimated Cost of Requested Services/Budget (Program Maximum - $65,000): |

<table>
<thead>
<tr>
<th>Part 3 –PDA GROWTH INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Projected future PDA housing unit growth*</td>
</tr>
<tr>
<td>b. Projected future PDA employment growth*</td>
</tr>
<tr>
<td>c. Projected Plan Bay Area 2040 citywide household growth**</td>
</tr>
<tr>
<td>d. Projected Plan Bay Area 2040 citywide employment growth**</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td><strong>Part 4– REGIONAL CONTEXT</strong></td>
</tr>
<tr>
<td>Is the project area fully or partially in the following:</td>
</tr>
<tr>
<td>a. Community of Concern or is a high risk for displacement*</td>
</tr>
<tr>
<td>b. City among the top 16 in housing growth in Plan Bay Area 2040**</td>
</tr>
</tbody>
</table>
| *See Community of Concern) or High Risk for Displacement
** See Attachment 1 |   |   |

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Part 5– PROJECT SCOPE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attach no more than a TWO page (8½ x 11 paper – single spaced, 12 pt. font) narrative that addresses the following and provides any other relevant information.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>▪ The objective of the PDA Technical Assistance Program is to support discrete projects that will advance implementation of PDA-related plans in support of regional goals. How will your proposed project advance implementation of your PDA plan?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>▪ Describe the scope of the requested technical assistance. Please include information on the expected process, deliverables, outcomes, timeframe and estimated budget for your proposed project (reference supporting documentation as needed).</td>
<td></td>
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</tr>
</tbody>
</table>

<p>| | | |</p>
<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Part 6 – LOCAL PDA PLAN COMMITMENTS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1. List past and current planning efforts related to the PDA, including completion/adoptions dates.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Describe how the local community has been involved in the planning process that has led to the plan associated with the PDA.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Has an implementation and/or financing plan been completed for the PDA? If so, provide a URL for the document, or attach the implementation plan to the application.</td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>---</td>
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<td></td>
</tr>
<tr>
<td>4.</td>
<td><strong>What funding is available or has been committed for implementation?</strong> Will the outcome of the requested Technical Assistance project leverage other funding or planning efforts? If so, please describe.</td>
<td></td>
</tr>
</tbody>
</table>
### Part 6a – IMPLEMENTATION OUTCOMES

As a result of your proposed project, which implementation outcomes do you anticipate? Check all that apply.

- **New policies/standards** (e.g. transportation impact assessment standard, affordable housing ordinance, zoning code updates, etc.)
  
  Specific policy or ordinance: ____________________________
  
  Planning or applicable Commission adoption?  
  - Yes  
  - No
  
  City Council/Board of Supervisors adoption?  
  - Yes  
  - No
  
  Anticipated timeframe for adoption: ____________________________

- **Advancing development** of new infrastructure, public development (commercial, residential), or improving station access/circulation
  
  Specific development, infrastructure or access improvements: ____________________________
  
  Specific action: (e.g. parcel assembly, land owner negotiation, pro forma development, etc.)  
  ____________________________
  
  Anticipated timeframe for completion of the action and improvements: ____________________________

- **New programs** (e.g. TMA)
  
  Specific program to be developed: ____________________________
  
  Planning Commission adoption?  
  - Yes  
  - No
  
  City Council approval?  
  - Yes  
  - No
  
  Anticipated timeframe for implementation of new program: ____________________________

- **Improved civic engagement or partnerships**
  
  Specific partnerships to be developed or community groups/segments to be engaged in the implementation process: ____________________________
  
  Anticipated timeframe for partnerships to be developed or community groups to be engaged: ____________________________
  
  How will you measure success? ____________________________

- **Other**
  ____________________________
### Part 6b – IMPLEMENTATION OUTCOMES

Describe the implementation steps or outcomes from your proposed project that you anticipate will occur in the following timeframes?

**Short-term: 1-3 years:**
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

**Medium term: 3-5 years:**
________________________________________________________________________
________________________________________________________________________

**Long term: 5+ years:**
________________________________________________________________________
________________________________________________________________________

### Part 7 – INNOVATION

- Describe how your proposed technical assistance project demonstrates innovative planning and/or provides useful ideas and strategies to inspire other jurisdictions.

### Part 8 – SUPPORTING DOCUMENTATION

Please attach the following:
- A map identifying the boundaries of the Priority Development Area(s), future land uses, transit stations, etc.
- Estimated budget/deliverables for requested services
- Any other relevant information, i.e. letters of support, etc.
**ATTACHMENT 1**

PDA Planning, Technical Assistance and Staffing Assistance Programs

*PlanBayArea 2040 Housing Unit Growth (2010-2040)*

Ranking by Housing Unit Growth

<table>
<thead>
<tr>
<th>Rank</th>
<th>County</th>
<th>City</th>
<th>Housing Unit Growth</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SC</td>
<td>San Jose</td>
<td>149,900</td>
</tr>
<tr>
<td>2</td>
<td>SF</td>
<td>San Francisco</td>
<td>137,800</td>
</tr>
<tr>
<td>3</td>
<td>Ala</td>
<td>Oakland</td>
<td>87,700</td>
</tr>
<tr>
<td>4</td>
<td>SC</td>
<td>Sunnyvale</td>
<td>30,800</td>
</tr>
<tr>
<td>5</td>
<td>SC</td>
<td>Mountain View</td>
<td>26,300</td>
</tr>
<tr>
<td>6</td>
<td>CC</td>
<td>Concord</td>
<td>20,100</td>
</tr>
<tr>
<td>7</td>
<td>Ala</td>
<td>Fremont</td>
<td>19,200</td>
</tr>
<tr>
<td>8</td>
<td>CC</td>
<td>Richmond</td>
<td>18,800</td>
</tr>
<tr>
<td>9</td>
<td>Son</td>
<td>Santa Rosa</td>
<td>16,400</td>
</tr>
<tr>
<td>10</td>
<td>SC</td>
<td>Santa Clara</td>
<td>14,000</td>
</tr>
<tr>
<td>11</td>
<td>Ala</td>
<td>Emeryville</td>
<td>13,200</td>
</tr>
<tr>
<td>12</td>
<td>SM</td>
<td>San Mateo</td>
<td>12,600</td>
</tr>
<tr>
<td>13</td>
<td>Ala</td>
<td>Dublin</td>
<td>11,600</td>
</tr>
<tr>
<td>14</td>
<td>SC</td>
<td>Milpitas</td>
<td>11,200</td>
</tr>
<tr>
<td>15</td>
<td>Ala</td>
<td>Livermore</td>
<td>10,600</td>
</tr>
<tr>
<td>16</td>
<td>SM</td>
<td>Redwood City</td>
<td>10,100</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td><strong>590,300</strong></td>
</tr>
</tbody>
</table>

**Cumulative Share of Regional Growth: 72%**

\[(590,300/818,700) \text{(top 16)}\]

* Source: Plan Bay Area Supplementary Report, Land Use Modeling Report, PlanBayArea 2040 Final Supplemental Report
Staff Report

To: Planning Advisory Committee
From: Chris Barney, Senior Transportation Planner
Item: SB 743 Update
Date: January 18, 2018

Issue:
What is the status of SB 743 implementation?

Background:
SB 743 directed the California Governor’s Office of Planning and Research (OPR) to amend CEQA guidelines for analyzing transportation impacts. OPR has recommended using vehicle miles travelled (VMT) to replace level of service (LOS) for measuring transportation impacts in CEQA.

OPR sent revised SB 743 implementation guidelines to the Natural Resources Agency on November 27, 2017 for incorporation into CEQA. These recommendations were included in a broader CEQA update that includes changes unrelated to SB 743. General information regarding the entire CEQA update can be accessed on the OPR website here:

http://opr.ca.gov/ceqa/updates/guidelines/

SB 743 guidance has been split into the two following documents:

1. New Section 15064.3, Determining the Significance of Transportation Projects of the CEQA guidelines (attached).
2. Technical Advisory on Evaluating Transportation Impacts in CEQA:

http://opr.ca.gov/docs/20171127_Transportation_Analysis_TA_Nov_2017.pdf

Now that the guidance has been submitted, the Natural Resources Agency will begin the formal administrative rulemaking process to incorporate the OPR recommendations into the CEQA requirements. There will be a public comment period during this process. Current estimates are that this process should take about six months.

Summary of Changes and other Highlights:
A good portion of the draft guidelines have been carried over to the final submission to the Natural Resources Agency. A summary of important changes and carry over topics is included below:

- The new implementation deadline is January 1, 2020. Agencies can implement SB 743 changes any time before this deadline.
- Guidance for land use projects is very similar to previous guidance requiring the use of VMT for determining transportation impacts, and recommending 15% below existing average per capita/per employee VMT as the threshold for determining impacts for most types of projects. Lead agencies are directed to not truncate VMT analysis at jurisdictional boundaries.
• Retail: The guidance recognizes that retail projects have the potential to meet unmet needs in certain neighborhoods and could reduce VMT in certain circumstances. Retail projects should be analyzed by estimating total change in VMT (VMT with and without the project).

• Thresholds: Agencies may adopt their own thresholds of significance, or adopt thresholds recommended by other agencies. Thresholds should consider greenhouse gas reduction, multimodal transportation networks, and land use diversity. Proposed development referencing city VMT per capita must not cumulatively exceed the number of units specified in the SCS for that city and must be consistent with the SCS.

• Screening Thresholds: The following projects could generally be considered to have less than significant impacts:
  o Projects generating or attracting fewer than 110 trips per day
  o Residential and office projects in areas with low VMT - Determined using maps showing citywide or regional VMT.
  o Certain projects within ½ of a major transit stop or high quality transit corridor - A Major transit stop has been defined as an existing rail transit station, a ferry terminal served by either a bus or rail transit service, or the intersection of two or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods. High quality transit corridors have been defined as corridors with fixed route bus service with service intervals no longer than 15 minutes during peak commute hours.

• VMT should be reported for on-road passenger vehicles, or cars and light trucks, but heavy-duty truck VMT can be included in VMT estimates for modeling convenience where models or data provided combine auto and heavy truck VMT.

• Guidance for roadway capacity projects has changed. New guidance now does not require, but recommends the use of VMT for determining transportation impacts for transportation projects. Lead agencies are still required to consider induced travel/induced demand associated with capacity increasing projects.

• Mitigation: The guidance document provides some potential mitigation measures for reducing VMT including the concept of regional VMT reduction programs.

Policy Impacts:
Delay or LOS was the primary metric for measuring transportation impacts in CEQA previously. SB 743 has changed how transportation impacts will be analyzed and assessed under CEQA. New guidance requires that SB 743 be implemented by January 1, 2020.

Fiscal Impacts:
Additional analysis could be required to estimate VMT impacts of projects as part of the CEQA process. Environmental analysis costs could change based on new requirements.

Staff Recommendation:
Information Item.
Analyzing Transportation Impacts

Text of the Proposed New Section 15064.3, Determining the Significance of Transportation Impacts

(a) Purpose.

This section describes specific considerations for evaluating a project’s transportation impacts. Generally, vehicle miles traveled is the most appropriate measure of transportation impacts. For the purposes of this section, “vehicle miles traveled” refers to the amount and distance of automobile travel attributable to a project. Other relevant considerations may include the effects of the project on transit and non-motorized travel. Except as provided in subdivision (b)(2) below (regarding highway capacity), a project’s effect on automobile delay does not constitute a significant environmental impact.

(b) Criteria for Analyzing Transportation Impacts.

(1) Land Use Projects. Vehicle miles traveled exceeding an applicable threshold of significance may indicate a significant impact. Generally, projects within one-half mile of either an existing major transit stop or a stop along an existing high quality transit corridor should be presumed to cause a less than significant transportation impact. Projects that decrease vehicle miles traveled in the project area compared to existing conditions should be considered to have a less than significant transportation impact.

(2) Transportation Projects. Transportation projects that reduce, or have no impact on, vehicle miles traveled should be presumed to cause a less than significant transportation impact. For roadway capacity projects, agencies have discretion to determine the appropriate measure of transportation impact consistent with CEQA and other applicable requirements. To the extent that such impacts have already been adequately addressed at a programmatic level, a lead agency may tier from that analysis as provided in Section 15152.

(3) Qualitative Analysis. If existing models or methods are not available to estimate the vehicle miles traveled for the particular project being considered, a lead agency may analyze the project’s vehicle miles traveled qualitatively. Such a qualitative analysis would evaluate factors such as the availability of transit, proximity to other destinations, etc. For many projects, a qualitative analysis of construction traffic may be appropriate.

(4) Methodology. A lead agency has discretion to choose the most appropriate methodology to evaluate a project’s vehicle miles traveled, including whether to express the change in absolute terms, per capita, per household or in any other measure. A lead agency may use models to estimate a project’s vehicle miles traveled, and may revise those estimates to reflect professional judgment based on substantial evidence. Any assumptions used to estimate vehicle miles traveled and any revisions to
model outputs should be documented and explained in the environmental document prepared for the project. The standard of adequacy in Section 15151 shall apply to the analysis described in this section.

(c) Applicability.

The provisions of this section shall apply prospectively as described in section 15007. A lead agency may elect to be governed by the provisions of this section immediately. Beginning on January 1, 2020, the provisions of this section shall apply statewide.
CEQA Guidelines & Thresholds Update
Air District Objectives

• Attain/maintain health-based State and federal ambient air quality standards
• Reduce local air pollution exposure in disproportionately impacted communities
• Ensure new development is on the pathway toward 2050 climate stabilization goal
• Support infill, transit-oriented development and affordable housing
• Complement other Air District, regional agency and local programs and efforts
Purpose of the Update

• Review the justification for the current thresholds of significance and update as needed:
  o Current GHGs thresholds are not based on climate stabilization goals
  o Recent court decisions (Newhall, Cleveland Natl Forest, etc.)
  o Updated ARB Scoping Plan
  o New ambient air quality standards and State legislation (SB32)
  o New health studies related to air pollution exposure
  o Reevaluate guidance on addressing local exposure

• Review and update current CEQA Guidelines:
  o Outdated references
  o Incorporate new analytical methods and planning tools
  o Update screening criteria based on new thresholds and or methodology
Key Considerations in Threshold Development

- Air pollution and GHG’s are largely cumulative impacts
- Need to identify emission levels for which a project’s individual emissions would be cumulatively considerable
- Criteria pollutant thresholds based on attaining and maintaining the NAAQs and CAAQs
- Consistency with Statewide plans
- Pathway to 2050 climate stabilization
# Current CEQA Thresholds – Criteria Pollutants

## PROJECT LEVEL

<table>
<thead>
<tr>
<th>Pollutant</th>
<th>Construction-Related</th>
<th>Operational-Related</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Average Daily Emissions (lbs/day)</td>
<td>Average Daily Emissions (lbs/day)</td>
</tr>
<tr>
<td>ROG</td>
<td>54</td>
<td>54</td>
</tr>
<tr>
<td>NOx</td>
<td>54</td>
<td>54</td>
</tr>
<tr>
<td>PM₁₀ (exhaust)</td>
<td>82</td>
<td>82</td>
</tr>
<tr>
<td>PM₂.₅ (exhaust)</td>
<td>54</td>
<td>54</td>
</tr>
<tr>
<td>PM₁₀/PM₂.₅ (fugitive dust)</td>
<td>Best Management Practices</td>
<td>None</td>
</tr>
<tr>
<td>Local CO</td>
<td>None</td>
<td>9.0 ppm (8-hr avg), 20.0 ppm (1-hr avg)</td>
</tr>
</tbody>
</table>

**PLAN LEVEL:** Consistency with Current AQ Plan control measures; and Projected VMT or vehicle trip increase is ≤ projected population increase.

**PLAN LEVEL (Transportation and Air Quality Plans):** No net increase.
### Current CEQA Thresholds - Local Exposure

| Risks and Hazards For new sources and receptors (Individual Project) | Compliance with Qualified Risk Reduction Plan OR Increased cancer risk of >10.0 in a million Increased non-cancer risk of > 1.0 Hazard Index (Chronic or Acute) Ambient PM$_{2.5}$ increase: > 0.3 µg/m$^3$ annual average

Zone of Influence: 1,000-foot radius from property line of source or receptor |
|---|---|
| Risks and Hazards For new sources or receptors (Cumulative Threshold) | Compliance with Qualified Risk Reduction Plan OR Cancer: > 100 in a million (from all local sources) Non-cancer: > 10.0 Hazard Index (from all local sources) (Chronic) PM$_{2.5}$: > 0.8 µg/m$^3$ annual average (from all local sources)

Zone of Influence: 1,000-foot radius from property line of source or receptor |
Current CEQA Thresholds - GHG’s

Consistency with a Qualified Greenhouse Gas Reduction Strategy

– OR –

1,100 MTCO$_{2e}$/Year

– OR –

4.6 MTCO$_{2e}$/Service Population/Year

(6.6 MTCO$_{2e}$/SP/year for Plans)
2017 Update - GHG Threshold Development

• GHG thresholds based on 2050 goal
• Air District Resolution for achieving 2050 Statewide climate stabilization goals
• Recent Court Decisions
• SB 32 established a Statewide 2030 target of 40% below 1990 levels
• EO S-3-05 set target of 80% below 1990 by 2050 levels to attain climate stabilization
• Updated Scoping Plan
2017 Update – Criteria Pollutant Threshold Development

- Bay Area in nonattainment with state and federal ozone and PM$_{2.5}$ ambient air quality standards
- Federal ozone standard revised in 2015
  - 0.075 ppm $\rightarrow$ 0.070 ppm
- Federal PM$_{2.5}$ standard revised in 2012
  - 15 micrograms/m$^3$ $\rightarrow$ 12.0 micrograms/m$^3$
- Review thresholds in light of more stringent air quality standards, and increased temperatures from climate change
2017 Update – Local Exposure Threshold Development

• Supreme Court opinion on addressing localized exposure to air pollution
• Identify a methodology for determining whether a project’s incremental contribution becomes significant
• Review thresholds in light of updated OEHHA standards, new PM2.5 health studies
• Outside of CEQA, encourage other ways to address this issue, e.g., local plans and ordinances (ex: City of San Francisco’s Article 38)
Next Steps

• Draft potential threshold options
• Ongoing outreach and input
• Release public draft of updated Thresholds and Guidelines
• Public workshops
• Air District Board Hearing
Questions

- How have our current thresholds worked in your community?
- Do you prefer a numeric GHG threshold, similar to our service population or bright line?
- What are your thoughts on a “best management practices” threshold (i.e. implementation of best practices = less than significant)?
- Should the GHG threshold be based on 2030 or 2050?
- Have you seen or used any GHG thresholds not based on 2020?
- Is consistency with a local Climate Action Plan or General Plan preferred?
- Do you have any threshold options/methodologies that you recommend or would like to see BAAQMD evaluate?
- Have you found instances where our thresholds don’t work (for example, with a data center or religious institution)?
Thank you!

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