File No. 160925 Committee Item No. 4
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

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Completed by: Victor Young **Date** December 2, 2016
Completed by: _____ **Date** _____

AMENDED IN COMMITTEE
11/28/16

FILE NO. 160925 ORDINANCE N

[Planning Code - Transportation Demand Management Program Requirement]

Ordinance amending the Planning Code to establish a citywide Transportation Demand Management (TDM) Program, to require Development Projects to incorporate design features, incentives, and tools that support sustainable forms of transportation; to create a new administrative fee to process TDM Plan applications and compliance reports; and to make conforming amendments to various sections of the Planning Code; affirming the Planning Department's determination under the California Environmental Quality Act, and making findings of public necessity, convenience, and welfare under Planning Code Section 302, and findings of consistency with the General Plan and the eight priority policies of Planning Code Section 101.1.

NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
Additions to Codes are in *single-underline italics Times New Roman font*.
Deletions to Codes are in ~~*strikethrough italics Times New Roman font*~~.
Board amendment additions are in double-underlined Arial font.
Board amendment deletions are in ~~strikethrough Arial font~~.
Asterisks (* * * *) indicate the omission of unchanged Code subsections or parts of tables.

Be it ordained by the People of the City and County of San Francisco:

Section 1. Findings. The Board of Supervisors of the City and County of San Francisco hereby finds and determines that:

(a) The Planning Department has determined that the actions contemplated in this ordinance comply with the California Environmental Quality Act (California Public Resources Code Section 21000 et seq.). Said determination is on file with the Clerk of the Board of Supervisors in File No. _____, and is incorporated herein by reference. The Board affirms this determination.

(b) On _____, ~~the Planning Commission, in Resolution No. _____,~~ the Board of Supervisors adopted findings that the actions contemplated in this ordinance are consistent, on balance, with the City's General Plan and eight priority policies of Planning Code Section 101.1. ~~The Board adopts these findings as its own. A copy of said Resolution~~ A Memorandum from the Planning Department discussing the ordinance's consistency with the General Plan and Planning Code Section 101.1 is on file with the Clerk of the Board of Supervisors in File No. _____, and is incorporated herein by reference. The Board adopts those findings as its own.

(c) On _____, the Planning Commission, in Resolution No. _____, approved this legislation~~,~~ and recommended it for adoption by the Board of Supervisors~~,~~. A Memorandum from the Planning Department discussing how public necessity, convenience and welfare require adoption of this ordinance is on file with the Clerk of the Board of Supervisors in File No. _____, and is incorporated herein by reference. The Board adopts those findings as its own. ~~and adopted findings that it will serve the public necessity, convenience and welfare. Pursuant to Planning Code Section 302, the Board adopts these findings as its own.~~ A copy of ~~said~~ Planning Commission Resolution No. _____, recommending adoption of this Ordinance, is on file with the Clerk of the Board of Supervisors in File No. _____, and is incorporated herein by reference.

Section 2. The Planning Code is hereby amended by adding Sections 169,169.1, 169.2, 169.3, 169.4, 169.5, and 169.6, to read as follows:

SEC. 169. TRANSPORTATION DEMAND MANAGEMENT PROGRAM.

Sections 169 through 169.6 (hereafter referred to collectively as "Section 169") set forth the requirements of the Transportation Demand Management Program (TDM Program).

SEC. 169.1. FINDINGS.

(a) According to Plan Bay Area 2040, the long-range integrated transportation and land-use/housing strategy for the San Francisco Bay Area through 2040 adopted in 2013 by the Association of Bay Area Governments and the Metropolitan Transportation Commission, San Francisco is expected to grow by approximately 191,000 jobs and 102,000 households from 2010 to 2040.

(b) This growth will generate an increased demand for transportation infrastructure and services on an already constrained transportation system. One of the challenges posed by this growth is the increased number of single occupancy vehicle trips, and the pressures they add to San Francisco's limited public streets and rights-of-way, contributing to congestion, transit delays, and public health and safety concerns caused by motorized vehicles, air pollution, greenhouse gas (GHG) emissions, and noise, thereby negatively impacting the quality of life in the City.

(c) The Transportation Sustainability Program, or TSP, is aimed at accommodating this new growth while minimizing its impact on San Francisco's transportation system. It is a joint effort of the Mayor's Office, the Planning Department, the San Francisco County Transportation Authority, and the San Francisco Municipal Transportation Agency that has spanned many years and has involved a robust process of public outreach and discussion. The TSP includes three separate but related policy initiatives: the Transportation Sustainability Fee (TSF); the modernization of San Francisco's environmental review process under the California Environmental Quality Act (CEQA); and the Transportation Demand Management (TDM) Program.

(1) The first component, the TSF, seeks to fund transportation improvements to support new growth by charging a development impact fee on new development. The City approved the TSF in 2015 with the enactment of Ordinance No. 200-15 (Board of Supervisors File No. 150790).

(2) The second component, the modernization of the environmental review process under CEQA, has been shepherded by the State under Senate Bill 743 (Stats. 2013. C. 386, now

codified in Public Resources Code Section 21099). SB 743 required the Office of Planning and Research (OPR) to develop new guidelines to replace the existing transportation review standard, focused on automobile delay, with new criteria that "promote the reduction of greenhouse gas emissions, the development of multimodal transportation networks, and a diversity of land uses." OPR recommended a replacement metric of Vehicle Miles Traveled, or VMT, that is, the amount and distance of automobile travel attributable to a project. The Planning Commission unanimously approved a Resolution adopting changes consistent with implementation of SB 743, including the use of Vehicle Miles Traveled as the metric for calculating transportation-related environmental impacts, at its hearing on March 3, 2016 (Planning Commission Resolution No. 19579).

(3) The third component creates the TDM Program, detailed in Section 169. The TDM Program seeks to promote sustainable travel modes by requiring new development projects to incorporate design features, incentives, and tools that support transit, ride-sharing, walking, and bicycle riding for the residents, tenants, employees, and visitors of their projects.

(d) State and regional governments have enacted many laws and policy initiatives that promote the same sustainable transportation goals the TDM Program seeks to advance. For instance, at the state level, the Congestion Management Law, Gov. Code Section 65088, establishes that to reduce the state's traffic congestion crisis and "keep California moving," it is important to build transit-oriented development, revitalize the state's cities, and promote all forms of transportation. Assembly Bill 32, the California Global Warming Solutions Act of 2006 (Chapter 488, Statutes of 2006), requires statewide GHG reductions to 1990 levels by 2020. Executive Orders B-30-15, S-3-05 and B-16-12 set forth GHG reduction targets beyond that year, to 2050. Senate Bill 375, the Sustainable Communities and Climate Protection Act of 2008 (Chapter 728, Statutes of 2008) supports the state's climate action goals to reduce GHG emissions through coordinated transportation and land use planning with the goal of creating more sustainable communities. Under this statute, the California Air Resources Board establishes GHG reduction targets for metropolitan planning

organizations, based on land use patterns and transportation systems specified in Regional Transportation Plans and Sustainable Community Strategies. Plan Bay Area 2040 sets GHG and Vehicle Miles Traveled reduction targets and a target for increasing non-automobile mode share for the Bay Area.

(e) In addition, San Francisco has enacted many laws and policy initiatives that promote the same sustainable transportation goals the TDM Program seeks to advance. The "Transit First Policy," in Section 8A.115 of the City Charter, declares that public transit is "an economically and environmentally sound alternative to transportation by individual automobiles," and that within the City, "travel by public transit, by bicycle and on foot must be an attractive alternative to travel by private automobile." The GHG Reduction Ordinance, codified at Chapter 9 of the Environment Code, sets GHG reduction emission targets of 25% below 1990 levels by 2017; 40% below 1990 levels by 2025; and 80% below 1990 levels by 2050. The City's Climate Action Strategy, prepared pursuant to the GHG Reduction Ordinance, has identified a target of having 50% of total trips within the City be made by modes other than automobiles by 2017, and 80% by 2030. One of the ways identified to achieve this target is through TDM for new development.

(f) San Francisco has long acknowledged the importance of TDM strategies in the Transportation Element of the City's General Plan, the San Francisco County Transportation Plan, and many Area Plans. For example, each of the Area Plans within Eastern Neighborhoods and the Transit Center District Plan identify policies for the development of a TDM program within them.

(g) The TDM Program set forth in Section 169 requires new projects subject to its requirements to incorporate design features, incentives, and tools to encourage new residents, tenants, employees, and visitors to travel by sustainable transportation modes, such as transit, walking, ride-sharing, and biking, thereby reducing Vehicle Miles Traveled associated with new development. The goals of the TDM Program are to help keep San Francisco moving as it grows, and to promote better

environmental, health, and safety outcomes, consistent with the state, regional, and local policies mentioned above.

(h) For projects that use Development Agreements and may not be required to comply fully with the requirements of Section 169, it is the Board of Supervisors' strong preference that Development Agreements should include similar provisions that meet the goals of the TDM Program.

(i) The Board of Supervisors finds that it is in the public interest to exempt affordable housing from the fees and requirements of the TDM Program, in order to promote this important City policy and priority, and also because these projects generally generate less VMT. A 2014 study by Transform and California Housing Partnership Corporation, "Why creating and preserving affordable homes near transit is a highly effective climate protection strategy," finds that "Higher Income households [defined as above 120% of area median income] drive more than twice as many miles and own more than twice as many vehicles as Extremely Low-Income households [defined as 30% or less of AMI] living within 1/4 mile of frequent transit," which demonstrates how the TDM value for on-site affordable housing units is largely dependent on the level of affordability of the targeted households.

SEC. 169.2. DEFINITIONS.

For purpose of Section 169, the following definitions shall apply. In addition, see the Planning Commission Standards for the Transportation Demand Management Program (TDM Program Standards), described in Section 169.6, for additional definitions of terms applicable to this Section 169.

Approval. Any required approval or determination on a Development Application that the Planning Commission, Planning Department, or Zoning Administrator issues.

Development Application. As defined in Section 401.

Development Project. As defined in Section 401.

Transportation Demand Management, or TDM. Design features, incentives, and tools implemented by Development Projects to reduce VMT, by helping residents, tenants, employees, and visitors choose sustainable travel options such as transit, bicycle riding, or walking.

Transportation Demand Management Plan, or TDM Plan. A Development Project's plan describing compliance with the TDM Program.

Transportation Demand Management Program, or TDM Program. The San Francisco policy requiring Development Projects to incorporate TDM measures in their proposed projects, as set forth in Section 169.

Vehicle Miles Traveled, or VMT. A measure of the amount and distance that a Development Project causes people to drive, as set forth in more detail by the Planning Commission in the TDM Program Standards prepared pursuant to Section 169.6.

SEC. 169.3. APPLICABILITY.

(a) Except as provided in subsection (b), Section 169 shall apply to any Development Project in San Francisco that results in:

(1) Ten or more Dwelling Units, as defined in Section 102; or

(2) Ten or more beds in a Group Housing or Residential Care Facility, as these terms are defined in Section 102; or

(3) Any new construction resulting in 10,000 occupied square feet or more of any use other than Residential, as this term is defined in Section 102, excluding any area used for accessory parking; or

(4) Any Change of Use resulting in 25,000 occupied square feet or more of any use other than Residential, as this term is defined in Section 102, excluding any area used for accessory parking, as set forth in the TDM Program Standards, if:

(A) The Change of Use involves a change from a Residential use to any use other than Residential; or

(B) The Change of Use involves a change from any use other than Residential, to another use other than Residential.

(5) For any Development Project that has been required to finalize and record a TDM Plan pursuant to Section 169.4 below, any increase in accessory parking spaces or Parking Garage spaces within such Development Project that results in an increase in the requirements of the TDM Standards shall be required to modify such TDM Plan pursuant to Section 169.4(f) below.

(b) Exemptions. Notwithstanding subsection (a), Section 169 shall not apply to the following:

(1) One Hundred Percent Affordable Housing Projects. Residential uses within Development Projects where all residential units are affordable to households at or below 150% of the Area Median Income, as defined in Section 401, shall not be subject to the TDM Program. Any uses other than Residential within those projects, whose primary purpose is to provide services to the Residential uses within those projects shall also be exempt. Other uses shall be subject to the TDM program. All uses shall be subject to all other applicable requirements of the Planning Code.

(2) Parking Garages and Parking Lots, as defined in Section 102. However, parking spaces within such Parking Garages or Parking Lots, when included within a larger Development Project, may be considered in the determination of TDM Plan requirements, as described in the TDM Program Standards.

(c) When determining whether a Development Project shall be subject to the TDM Program, the Development Project shall be considered in its entirety. A Development Project shall not seek multiple applications for building permits to evade the applicability of the TDM Program.

(d) The TDM Program shall not apply to any Development Project that receives Approval of a Development Application before the effective date of this Section.

(e) Development Projects with a Development Application on or before September 4, 2016 shall be subject to 50% of the target. Development Projects with a Development Application on or after September 5, 2016, and before January 1, 2018, shall be subject to 75% of the target. Development Projects with a Development Application on or after January 1, 2018 shall be subject to 100% of the target.

SEC. 169.4. TRANSPORTATION DEMAND MANAGEMENT PLAN REQUIREMENTS.

(a) A property owner shall submit a proposed TDM Plan along with the Development Project's first Development Application. For all projects that require a pre-application community meeting, the Project Sponsor shall present a draft TDM Plan at that pre-application meeting and solicit feedback from the local community to be taken into consideration in preparing the proposed TDM Plan for submittal to the Planning Department. *The proposed TDM Plan shall document the Development Project's proposed compliance with Section 169 and the Planning Commission's TDM Program Standards.*

(b) The proposed TDM Plan shall be reviewed in conjunction with the approval of the first Development Application for the Development Project.

(c) Compliance with the TDM Program, including compliance with a finalized TDM Plan, shall be included as a Condition of Approval of the Development Project. The Planning Commission shall not waive, reduce, or adjust the requirements of the TDM Program through the approval processes described in Sections 304, 309, 329 or any other Planning Commission approval process that allows for exceptions.

(d) The Development Project shall be subject to the TDM Program Standards in effect at the time of its first Development Project Approval. If the Planning Commission has issued revised TDM Program Standards subsequent to that Development Project Approval, then the property owner

may elect to have the Development Project be subject to the later-approved TDM Program Standards, but if so, must meet all requirements of such revised Standards.

(e) The Zoning Administrator shall approve and order the recordation of a Notice in the Official Records of the Recorder of the City and County of San Francisco for the subject property prior to the issuance of a building or site permit. This Notice shall include the Development Project's final TDM Plan and detailed descriptions of each TDM measure.

(f) Upon application of a property owner, after a TDM Plan is finalized and the associated building or site permit has been issued, a Development Project's TDM Plan may be modified in accordance with procedures and standards adopted by the Planning Commission in the TDM Program Standards. However, if such modification to an existing TDM Plan is required pursuant to Section 169.3(a)(5) above, the modified TDM Plan shall be finalized in accordance with the procedures and requirements of the TDM Standards in effect at the time of the modification.

SEC. 169.5. MONITORING, REPORTING AND COMPLIANCE.

(a) Prior to the issuance of a first certificate of occupancy, the property owner shall facilitate a site inspection by Planning Department staff to confirm that all approved physical improvement measures in the Development Project's TDM Plan have been implemented and/or installed. The property owner shall also provide documentation that all approved programmatic measures in the Development Project's TDM Plan will be implemented. The process and standards for determining compliance shall be specified in the Planning Commission's TDM Program Standards.

(b) Throughout the life of the Development Project, the property owner shall:

(1) Maintain a TDM coordinator, as defined in the Planning Commission's TDM Program Standards, who shall coordinate with the City on the Development Project's compliance with its approved TDM Plan.

(2) Allow City staff access to relevant portions of the property to conduct site visits, surveys, inspection of physical improvements, and/or other empirical data collection, and facilitate in-person, phone, and/or e-mail or web-based interviews with residents, tenants, employees, and/or visitors. City staff shall provide advance notice of any request for access and shall use all reasonable efforts to protect personal privacy during visits and in the use of any data collected during this process.

(3) Submit periodic compliance reports to the Planning Department, as required by the Planning Commission's TDM Program Standards.

SEC. 169.6. TRANSPORTATION DEMAND MANAGEMENT PROGRAM STANDARDS.

(a) The Planning Commission, with the assistance of the Planning Department and in consultation with staff of the San Francisco Municipal Transportation Agency and the San Francisco County Transportation Authority, shall adopt the Planning Commission Standards for the Transportation Demand Management Program, or TDM Program Standards. The TDM Program Standards shall contain the specific requirements necessary for compliance with the TDM Program. The TDM Program Standards shall be updated from time to time, as deemed appropriate by the Planning Commission, to reflect best practices in the field of Transportation Demand Management.

(b) When preparing, adopting, or updating the TDM Program Standards, the Planning Commission shall consider the primary goals of Section 169, that is, to reduce VMT from new development in order to maintain mobility as San Francisco grows, and to achieve better environmental, health and safety outcomes. In addition, the Planning Commission shall consider the following principles:

(1) The requirements of the TDM Program, as set forth in the TDM Program Standards, shall be proportionate to the total amount of VMT that Development Projects produce, and

shall take into account site-specific information, such as density, diversity of land uses, and access to travel options other than the private automobile in the surrounding vicinity.

(2) The TDM Program Standards shall provide flexibility for Development Projects to achieve the purposes of the TDM Program in a way that best suits the circumstances of each Development Project. To that end, the TDM Program Standards shall include a menu of TDM measures from which to choose. Each measure in this TDM menu shall be designed to reduce VMT by site residents, tenants, employees, or visitors, as relevant to the Development Project, and must be under the control of the developer, property owner, or tenant.

(3) Each of the TDM measures in the TDM Program Standards shall be assigned a number of points, reflecting its relative effectiveness to reduce VMT. This relative effectiveness determination shall be grounded in literature review, local data collection, best practice research, and/or professional transportation expert opinion, and shall be described in the TDM Program Standards.

(c) Every four years, following the periodic updates to the San Francisco Countywide Transportation Plan that the San Francisco County Transportation Authority prepares, the Planning Department shall prepare a report analyzing the implementation of the TDM Program and describing any changes to the TDM Program Standards. The Planning Department shall present such report to the Planning Commission, and ~~and~~ may present it to ~~the~~ the *Board of Supervisors during* a *public hearing*~~s~~, if a Supervisor chooses to request a hearing on the matter.

Section 3. The Planning Code is hereby amended by revising Sections 102, 151, 163, 166~~,~~ and 305~~, and 357~~ to read as follows:

SEC. 102. DEFINITIONS.

* * * *

Floor Area, Gross.

* * * *

(b) "Gross Floor Area" shall not include the following:

* * * *

(21) Any area devoted to bicycle parking, bicycle maintenance rooms, or car share spaces when such features are provided as part of a Development Project's compliance with the Transportation Demand Management Program set forth in Section 169 of the Planning Code.

* * * *

SEC. 151. SCHEDULE OF REQUIRED OFF-STREET PARKING SPACES.

(a) Applicability. Off-street parking spaces shall be provided in the minimum quantities specified in Table 151, except as otherwise provided in Section 151.1 and Section 161 of this Code. Where the building or lot contains uses in more than one of the categories listed, parking requirements shall be calculated in the manner provided in Section 153 of this Code. Where off-street parking is provided which exceeds certain amounts in relation to the quantities specified in Table 151, as set forth in subsection (c), such parking shall be classified not as accessory parking but as either a principal or a conditional use, depending upon the use provisions applicable to the district in which the parking is located. In considering an application for a conditional use for any such parking, due to the amount being provided, the Planning Commission shall consider the criteria set forth in Section 157 of this Code. *Minimum off-street parking requirements shall be reduced, to the extent needed, when such reduction is part of a Development Project's compliance with the Transportation Demand Management Program set forth in Section 169 of the Planning Code.*

* * * *

SEC. 163. TRANSPORTATION MANAGEMENT PROGRAMS AND TRANSPORTATION BROKERAGE SERVICES IN COMMERCIAL AND MIXED USE DISTRICTS.

(a) Purpose. This Section *163* is intended to assure that adequate ~~*measures*~~ *services* are undertaken ~~*and maintained*~~ to minimize the transportation impacts of added office employment *and residential development* in the downtown and South of Market area, in a manner consistent with the objectives and policies of the General Plan, by facilitating the effective use of transit, encouraging ridesharing, and employing other practical means to reduce commute travel by single-occupant vehicles.

(b) Applicability. The requirements of this Section apply to any project meeting one of the following conditions:

(1) In Commercial and Mixed Use Districts, projects where the ~~*gross*~~ *occupied* square feet of new construction, conversion, or added floor area for office use equals at least 100,000 square feet;

(2) In the C-3-O(SD) District, where new construction, conversion, or added floor area for residential use equals at least 100,000 square feet or 100 dwelling units;

(3) In the C-3-O(SD) District, projects where the ~~*gross*~~ *occupied* square feet of new construction or added floor area for any non-residential use equals at least 100,000 square feet; or

(4) In the case of the SSO, WMUO, or MUO District, where the ~~*gross*~~ *occupied* square feet of new, converted or added floor area for office use equals at least 25,000 square feet.

(c) Requirement. For all applicable projects, the ~~*project sponsor*~~ *property owner* shall be required to provide on-site transportation brokerage services for the actual lifetime of the

project, as provided in this Subsection. Prior to the issuance of a temporary permit of occupancy ~~*(for this purpose Section 149(d) shall apply)*~~, the ~~*project sponsor*~~ *property owner* shall execute an agreement with the Planning Department for the provision of on-site transportation brokerage services. ~~*and preparation of a transportation management program to be approved by the Director of Planning and implemented by the provider of transportation brokerage services. The transportation management program and transportation brokerage services shall be designed:*~~

~~*(1) To promote and coordinate effective and efficient use of transit by tenants and their employees, including the provision of transit information and sale of transit passes on-site;*~~

~~*(2) To promote and coordinate ridesharing activities for all tenants and their employees within the structure or use;*~~

~~*(3) To reduce parking demand and assure the proper and most efficient use of on-site or off-site parking, where applicable, such that all provided parking conforms with the requirements of Article 1.5 of this Code and project approval requirements;*~~

~~*(4) To promote and encourage the provision and proliferation of car-sharing services convenient to tenants and employees of the subject buildings in addition to those required by Section 166, and to promote and encourage those tenants and their employees to prioritize the use of car-share services for activities that necessitate automobile travel, including the promotion and sale of individual and business memberships in certified car-sharing organizations, as defined by Section 166(b)(2).*~~

~~*(5) To promote and encourage project occupants to adopt a coordinated flex-time or staggered work hours program designed to more evenly distribute the arrival and departure times of employees within normal peak commute periods;*~~

~~*(6) To participate with other project sponsors in a network of transportation brokerage services for the respective downtown, South of Market area, or other area of employment concentration in Mixed Use Districts;*~~

~~*(7) To carry out other activities determined by the Planning Department to be appropriate to meeting the purpose of this requirement.*~~

SEC. 166. CAR SHARING.

* * * *

(g) Optional Car-Share Spaces.

(1) Amount of Optional Spaces. In addition to any permitted or required parking that may apply to the project, the property owner may elect to provide additional car-share parking spaces in the maximum amount specified in Table 166A; provided, however, that the optional car-share parking spaces authorized by this subsection (g) are not permitted for a project that receives a Conditional Use authorization to increase parking. *Additional car-share parking spaces shall be allowed beyond the maximum amount specified in Table 166A, to the extent needed, when such additional car-share parking spaces are part of a Development Project's compliance with the Transportation Demand Management Program set forth in Section 169 of the Planning Code.*

* * * *

SEC. 305. VARIANCES.

(a) General. The Zoning Administrator shall hear and make determinations regarding applications for variances from the strict application of quantitative standards in this Code. He shall have power to grant only such variances as may be in harmony with the general purpose and intent of this Code and in accordance with the general and specific rules contained herein, and he shall have power to grant such variances only to the extent necessary to overcome such practical difficulty or unnecessary hardship as may be established in accordance with the provisions of this Section. No variance shall be granted in whole or in part which would have an effect substantially equivalent to a reclassification of property; or

which would permit any use, any height or bulk of a building or structure, or any type or size or height of sign not expressly permitted by the provisions of this Code for the district or districts in which the property in question is located; or which would grant a privilege for which a conditional use procedure is provided by this Code; or which would change a definition in this Code; or which would waive, reduce or adjust the inclusionary housing requirements of Sections 415 through 415.9; or which would reduce or waive any portion of the usable open space applicable under certain circumstances in the Eastern Neighborhoods Mixed Use Districts pursuant to Section 135(i) and 135.3(d); or which would waive or reduce the quantity of bicycle parking required by Sections 155.2 through 155.3 where off-street automobile parking is proposed or existing*; or which would waive, reduce or adjust the requirements of the TDM Program in Sections 169 et seq.*. A variance may be granted for the bicycle parking layout requirements in Section 155.1 of this Code. If the relevant Code provisions are later changed so as to be more restrictive before a variance authorization is acted upon, the more restrictive new provisions, from which no variance was granted, shall apply. The procedures for variances shall be as specified in this Section and in Sections 306 through 306.5.

* * * *

Section 4. Ordinance 149-16 (Board of Supervisors File No. 160632, effective August 31, 2016) repealed the entirety of Section 357, which this Ordinance sought to amend. As a result of the Board's action, amendments to Section 357 are no longer being proposed.

Section 5. Add the following to the Planning Department Fee Schedule (referenced in Board of Supervisors' Ordinance 149-16), as a new subsection (c) in the Section entitled "TRANSPORTATION REVIEW ASSOCIATED WITH PROJECT APPLICATIONS."

(c) Transportation Demand Management Program fees. The fee for review of a Development Project's Transportation Demand Management Plan shall be $6,000, plus time and materials in excess of this initial one-time fee. The fee for periodic compliance review required under the Transportation Demand Management Program Standards shall be $1,000. In addition, the fee for voluntary Transportation Demand Management Plan update review shall be $1,300.

Section 46. Effective Date. This ordinance shall become effective 30 days after enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board of Supervisors overrides the Mayor's veto of the ordinance.

Section ~~5~~7. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors intends to amend only those words, phrases, paragraphs, subsections, sections, articles, numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal Code that are explicitly shown in this ordinance as additions, deletions, Board amendment additions, and Board amendment deletions in accordance with the "Note" that appears under the official title of the ordinance. ~~Notwithstanding the previous sentence, if the City enacts the ordinance in Board of Supervisors File No. 160632, which, among other things, deletes Planning Code Section 357 in its entirety and places the transportation study fees referenced in Planning Code Section 357 into the uncodified Section 4 of that ordinance, it is the intent of the Board of Supervisors that this ordinance not conflict with the ordinance in File No. 160632. Accordingly, if the City enacts the ordinance in File No. 160632 with the deletion of Planning Code Section 357 in its entirety, it is the intent of the Board of Supervisors that Section 357 be likewise deleted from this ordinance, but that subsection (c) of Planning Code Section 357,~~

~~which is added by this ordinance, be treated as an uncodified provision of this ordinance, and serve as the basis for the inclusion of the fee established in subsection (c) in the Planning Department Schedule of Fees.~~

APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: _____
ANDREA RUIZ-ESQUIDE
Deputy City Attorney

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FILE NO. 160925

REVISED LEGISLATIVE DIGEST (11/28/16)

[Planning Code - Transportation Demand Management Program Requirement]

Ordinance amending the Planning Code to establish a citywide Transportation Demand Management (TDM) Program, to require Development Projects to incorporate design features, incentives, and tools that support sustainable forms of transportation; to create a new administrative fee to process TDM Plan applications and compliance reports; and to make conforming amendments to various sections of the Planning Code; affirming the Planning Department's determination under the California Environmental Quality Act, and making findings of public necessity, convenience, and welfare under Planning Code Section 302, and findings of consistency with the General Plan and the eight priority policies of Planning Code Section 101.1.

Existing Law

The Planning Code contains a number of requirements to promote modes of transportation other than the automobile. For example, Section 155.2 requires some projects to provide bicycle parking; Section 155.4 requires non-residential uses over 10,000 square feet to provide shower facilities and locker rooms; and Section 163 requires transportation management programs and brokerage services for large office projects in Commercial and Mixed Use Districts.

Amendments to Current Law

This Ordinance would amend the Planning Code to add a comprehensive Transportation Demand Management (TDM) Program, codified in new Section 169. The Ordinance defines TDM to include "design features, incentives, and tools" implemented by development projects in order to reduce Vehicle Miles Travelled, or VMT, "by helping residents, tenants, employees, and visitors choose sustainable travel options such as transit, bicycle riding, or walking." It defines VMT, in turn, as "a measure of the amount and distance that a Development Project causes people to drive." The Ordinance makes extensive findings explaining the Program's policy goals "to help keep San Francisco moving as it grows, and to promote better environmental, health, and safety outcomes, consistent with [many] state, regional, and local policies," including AB 32, Plan Bay Area, and the City's Transit First policy.

The TDM Program would apply to most development projects in the City, both residential and non-residential. The major exceptions are small projects (less than 10 residential units or less than 10,000 square feet of commercial space), one hundred per cent affordable housing projects, and parking garages. The ordinance would not apply to development projects that have received their approval before the effective date of the ordinance.

The Ordinance provides for gradual, phased-in implementation of the TDM Program:

- Development Projects with a Development Application on or before September 4, 2016 would be subject to 50% of the target;
- Development Projects with a Development Application on or after September 5, 2016, and before January 1, 2018, shall be subject to 75% of the target; and
- Development Projects with a Development Application on or after January 1, 2018 shall be subject to 100% of the target.

Under the Ordinance, a development project must submit a proposed plan to comply with the TDM Program, called a TDM Plan, together with its first application. For all projects that require a pre-application community meeting, the Project Sponsor must present a draft TDM Plan at that pre-application meeting and solicit feedback from the local community to be taken into consideration in preparing the proposed TDM Plan for submittal to the Planning Department. The proposed TDM Plan is reviewed in conjunction with the rest of the approvals required for the project, and compliance the Plan becomes a condition of approval of the project. The Ordinance includes reporting and monitoring requirements. For instance, development projects subject to the Program must maintain a TDM coordinator; allow City staff access to relevant portions of the property to conduct site visits, and surveys; and submit periodic compliance reports.

The Ordinance delegates to the Planning Commission the authority to prepare the "Planning Commission Standards for the Transportation Demand Management Program, or TDM Program Standards," which "contain the specific requirements necessary for compliance with the TDM Program." The Ordinance provides that the Planning Commission shall prepare the TDM Program standards with the assistance of Planning Department staff and in consultation with staff of the San Francisco Municipal Transportation Agency and the San Francisco County Transportation Authority, and that the Standards shall be updated from time to time, at the Commission's discretion.

The Ordinance establishes general principles to guide the Planning Commission in the preparation of the TDM Program Standards. First, it mandates that the requirements of the TDM Program shall be proportionate to the total amount of VMT that development projects produce, and shall take into account site-specific information, such as density, diversity of land uses, and access to travel options other than the private automobile in the surrounding vicinity. Second, it requires that the TDM Program Standards provide flexibility to development projects to achieve the purposes of the TDM Program in a way that best suits the circumstances of each project, by including a menu of TDM measures from which to choose. Third, the Ordinance requires that each of the TDM measures in the TDM Program Standards shall be assigned a number of points, reflecting its relative effectiveness to reduce VMT. The Ordinance mandates that the Planning Department prepare a report on the implementation of the TDM Program, and any updates to the TDM Program Standards, every four years, and that staff present this report to the Planning Commission and the Board of Supervisors, if a Supervisor requests at hearing on the matter.

The Ordinance also sets forth administrative fees to cover the administrative costs of processing TDM Plan review and compliance reports, and amends several other sections of the Planning Code, to make conforming amendments.

Background Information

This Ordinance is part of the Transportation Sustainability Program, or TSP. The TSP is a policy initiative aimed at accommodating new population growth in San Francisco, while minimizing its impact on the City's transportation system. It is a joint effort of the Mayor's Office, the Planning Department, the San Francisco County Transportation Authority, and the San Francisco Municipal Transportation Agency. The TSP has spanned many years and has involved a robust process of public outreach and discussion. The TSP includes three separate but related policy initiatives: the Transportation Sustainability Fee (TSF); the modernization of San Francisco's environmental review process under the California Environmental Quality Act (CEQA); and the Transportation Demand Management (TDM) Program. The two first components have already been adopted through a separate ordinance (in the case of the TSF) and resolution (in the case of CEQA modernization).

This revised Legislative Digest incorporates amendments that the Land Use Committee made to the Ordinance on November 28, 2016.

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SAN FRANCISCO
PLANNING DEPARTMENT

Memo to the Land Use and Transportation Committee

HEARING DATE: NOVEMBER 28, 2016

1650 Mission St.
Suite 400
San Francisco,
CA 94103-2479

Reception:
415.558.6378

Fax:
415.558.6409

Planning
Information:
415.558.6377

Date:	November 28, 2016
Project:	**Proposed TDM Program – Proposed Revisions**
Staff Contact:	Corey Teague – (415) 575-9081
	corey.teague@sfgov.org
Recommendation:	**None – Informational Item Only**

BACKGROUND

A draft of the Planning Commission's Standards for the Transportation Demand Management Program ("TDM Program Standards") was made available for public review in June 2016. Subsequent to the release of that draft, revisions were made to the document and a second draft of the TDM Program Standards was released, the July 2016 draft TDM Program Standards. These Standards were adopted by the Planning Commission on August 4, 2016. Upon additional outreach with stakeholders, staff has identified additional changes to the TDM Program Standards that will be proposed for adoption by the Planning Commission in the near future. These changes are outlined below.

PROPOSED REVISIONS TO THE TDM PROGRAM STANDARDS

(deletions are in ~~strikethrough;~~ additions are in **bold double underline**):

Refinement of Target for Projects in Pipeline

One of the additional benefits of the TDM Program is to provide more certainty to project sponsors in the development review process. This would occur through a project sponsor knowing their TDM measure requirements upfront, prior to submitting a development review application. If a Development Project submitted a development application prior to the TDM Program legislation being submitted to the Board of Supervisors, those upfront requirements were unknown. Therefore, it may be challenging for a Development Project to meet the target identified in the TDM Program Standards. Additionally, meeting the target may also be challenging for those developers that have already began the development process but have not yet submitted the first development application. In order to address this challenge, the following additions would be made to the TDM Program Standards:

New Table 2-1 note

****For Development Projects with a Development Application on or before September 4, 2016 shall be subject to 50 percent of the target. For Development Projects with a Development Application on or after September 5, 2016, and before January 1, 2018shall be subject to 75 percent of the target. For Development Projects with a Development Application on or after January 1, 2018shall be subject to 100 percent of the target.**

New page 6 footnote at the end of the paragraph ending "as shown in Table 2-1."

3 For Development Projects with a Development Application on or before September 4, 2016 shall be subject to 50 percent of the target. For Development Projects with a Development Application on or after September 5, 2016, and before January 1, 2018shall be subject to 75 percent of the target. For Development Projects with a Development Application on or after January 1, 2018shall be subject to 100 percent of the target.

Neighborhood Parking Rate

The neighborhood parking rate map and spreadsheet for residential uses is being refined to reflect a record search of building permits from the Department of Building Inspection. The refinement will change the calculations for both the Unbundle Parking and Parking Supply measures. The following changes would be made to Unbundle Parking to reflect this refinement:

- Location A
  - One point if the residential neighborhood parking rate is greater than ~~0.8~~ 0.95 or non-residential neighborhood parking rate is greater than 1.4; OR
- Location B
  - Two points if the residential neighborhood parking rate is greater than ~~0.6~~ 0.80 and less than or equal to ~~0.8~~ 0.95 or non-residential neighborhood parking rate greater than 1.0 and less than or equal to 1.4; OR
- Location C
  - Three points if the residential neighborhood parking rate is greater than ~~0.4~~ 0.65 and less than or equal to ~~0.6~~ 0.80 or non-residential neighborhood parking rate is greater than 0.6 and less than or equal to 1.0; OR
- Location D
  - Four points if the residential neighborhood parking rate is greater than ~~0.2~~ 0.50 and less than or equal to ~~0.4~~ 0.65 or non-residential neighborhood parking rate is greater than 0.2 and less than or equal to 0.6; OR
- Location E
  - Five points if the residential neighborhood parking rate is less than or equal to ~~0.2~~ 0.50 or non-residential neighborhood parking rate is less than or equal to 0.2.

No text edits are required for Parking Supply.

Target Calculation

Table 2-1 in the TDM Program Standards would be changed as follows:

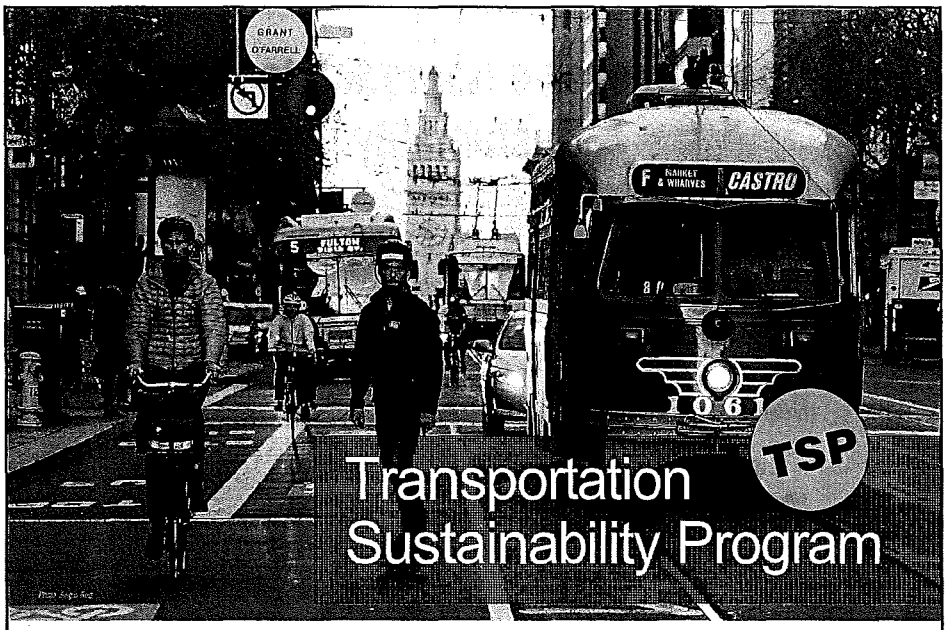
Land Use Category	Typical Land Use Type	# of Parking Spaces proposed by Land Use	Target
A	Retail	Base number: 0 <= 4	Base Target: 13 points
		Each additional 2*	1 additional point
B	Office	Base number: 0 <= 20	Base Target: 13 points
		Each additional 10*	1 additional point

C	Residential	0 <= 5	10 points
		6 <=10	11 points
		11 <= 15	12 points
		~~Base number:~~ 16 <= 20	Base Target: 13 points
		Each additional 10*	1 additional point
D	Other	Any # of parking spaces	3 points
*For each additional parking space proposed above the base target, the number of parking spaces will be rounded up to the next highest target. For example, a project within Land Use Category c that proposes 21 parking spaces is subject to a 14 point target.			

REQUIRED COMMISSION ACTION

This memo is for informational purposes only. No formal action by the Committee is required.

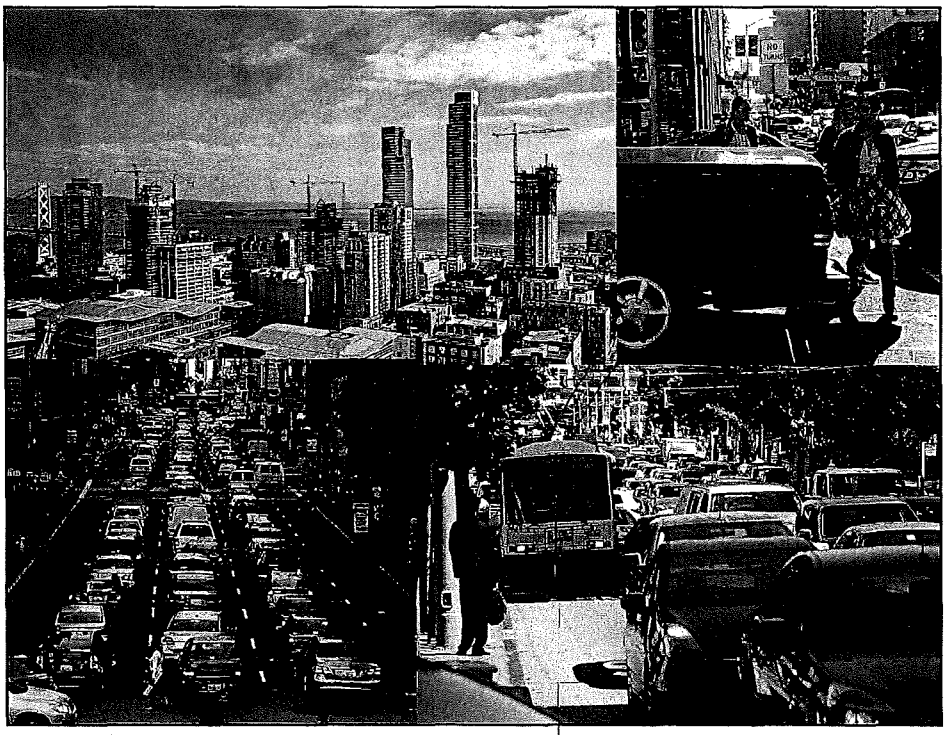
RECOMMENDATION:	None – Informational Item Only



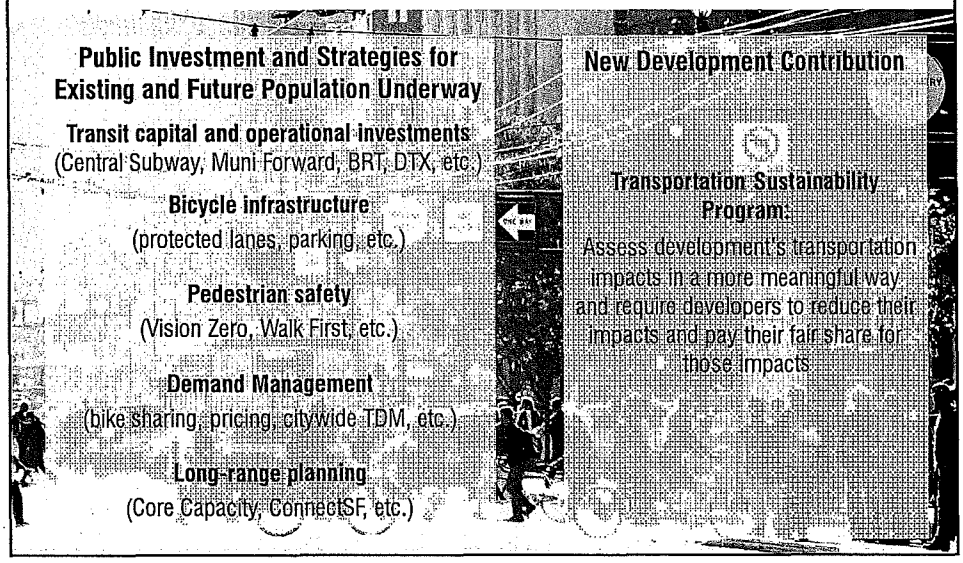
Transportation Sustainability Program

November 28, 2016

SFMTA | San Francisco Planning | SAN FRANCISCO



A Comprehensive Approach to Growing Sustainably



Public Investment and Strategies for Existing and Future Population Underway

Transit capital and operational investments
(Central Subway, Muni Forward, BRT, DTX, etc.)

Bicycle infrastructure
(protected lanes, parking, etc.)

Pedestrian safety
(Vision Zero, Walk First, etc.)

Demand Management
(bike sharing, pricing, citywide TDM, etc.)

Long-range planning
(Core Capacity, ConnectSF, etc.)

New Development Contribution

Transportation Sustainability Program:
Assess development's transportation impacts in a more meaningful way and require developers to reduce their impacts and pay their fair share for those impacts

Transportation Sustainability Program

Keeping people moving as our City grows

TSP

invest $-🚌🚲🚶 **ENHANCE TRANSPORTATION TO SUPPORT GROWTH** ✓ November 2015

align 🚌🚲🚶🚗 **MODERNIZE ENVIRONMENTAL REVIEW** ✓ March 2016

PC Adoption Hearing – August 4, 2016

shift 🚶🚌 **ENCOURAGE SUSTAINABLE TRAVEL**

BOS Hearing – November 28, 2016

TDM Ordinance – Additional Benefits

shift



Better Environmental Outcomes

Improved Public Health

Improved Planning Process

Keeping People Moving as Our City Grows

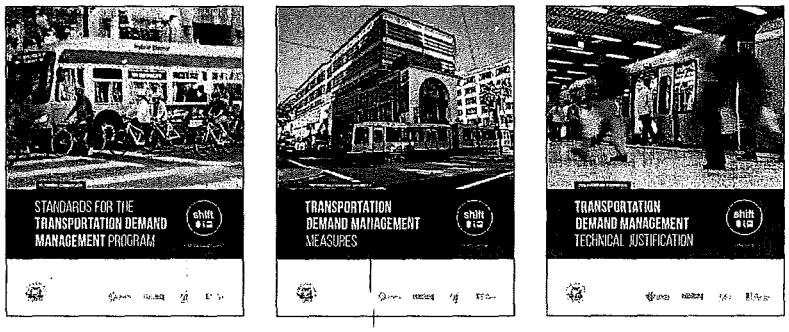
Transportation Sustainability Program

Outreach

Commissions and Committees	Planning; MTA PAG; MTA CAC; Environment; SFCTA CAC; MTA Board; SFCTA Plans and Programs; Small Business
Other Gov't Agencies	DOE; DPH; BAAQMD
Neighborhood Groups	Market-Octavia CAC; Eastern Neighborhoods CAC; South Beach/Rincon/MB Nhd Assc; Potrero Boosters; Open House
Advocacy Groups, Organizations, Individuals	HAC; BOMA; SPUR staff and Forum; RBA; Livable City; CCHO; SF HSN; Seifel Consulting; Walk SF; Bicycle Coalition; Chamber of Commerce; TMASF; BART; Neighborhood Network
Developers	AGI; Tishman; Strada; Emerald Fund; TMG Partners; Build, Inc.
Appointed and Elected Officials	Numerous meetings

Program Structure

Planning Code



Adopted by Planning Commission on August 4, 2016.

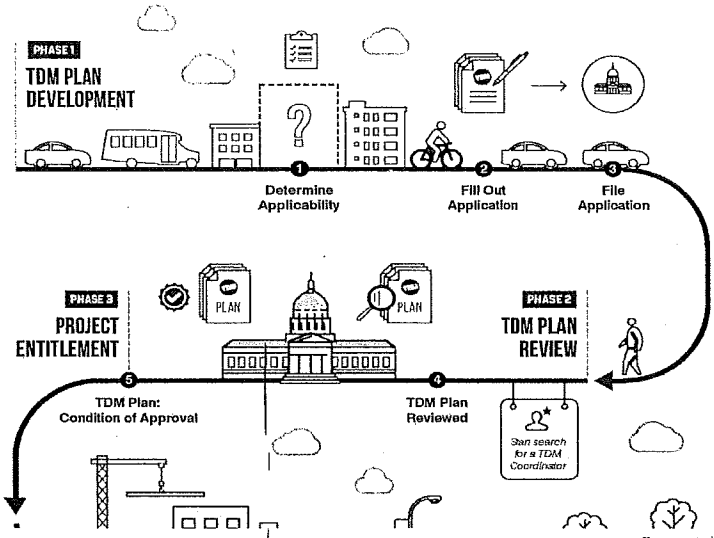
TDM Ordinance Basics

Would apply to:

- **New** residential > 10 units, excluding 100% Affordable Housing
- **New** non-residential > 10,000 sf
- **Change of Use** that results in:
  - Non-residential > 25,000 sf; *and*
  - Residential to Non-residential use; *or*
  - Between non-residential use categories (e.g., industrial to office)
    - » Only "net new" off-street parking spaces apply to Target for Change of Use and Additions

Transportation Sustainability Program

How will this work?



Transportation Sustainability Program

TDM Ordinance Basics

Target

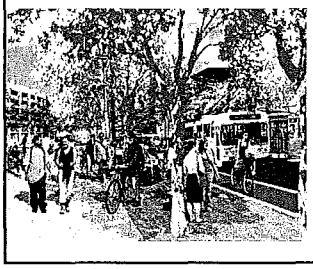
Based on amount of parking provided, and aimed at reducing Vehicle Miles Traveled (VMT)

Menu of Options

Project sponsor chooses the best fit for each project to reach targets

Implementation Strategy

Measure and enforce progress to ensure targets are achieved



TDM Ordinance Basics

Target

Aimed at reducing Vehicle Miles Traveled (VMT)

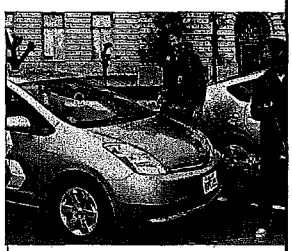
Menu of Options

Project sponsor chooses the best fit for each project to reach targets

Implementation Strategy

Measure and enforce progress to ensure targets are achieved



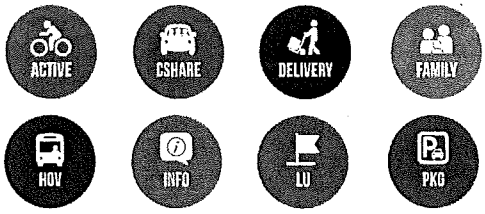


TDM Menu

66 Options:

Under the control of the developer or tenant

All reduce vehicle miles traveled (VMT)



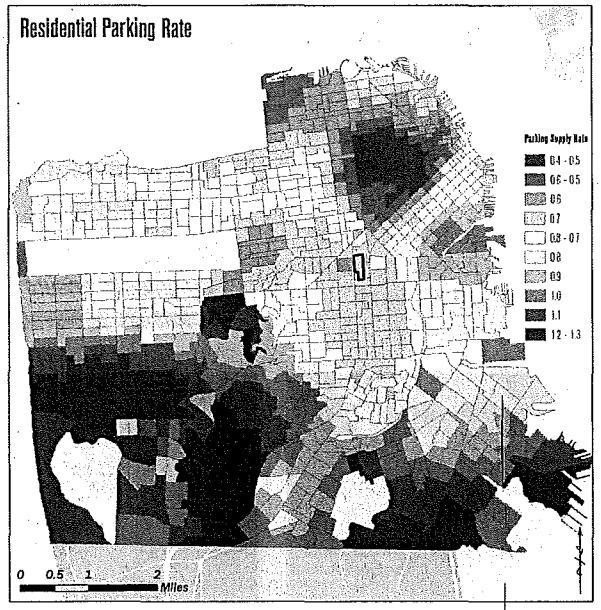
Range of Effectiveness: Example Options

Low: 1 point — Medium: 3 points — High: 10+ points

Showers and Lockers	Family TDM Amenities	Additional Bicycle Parking	Public Transit Subsidy	Reduced Parking Supply

Transportation Sustainability Program

Neighborhood Parking Rate - Residential



Meet Neighborhood Parking Rate = 1 Point

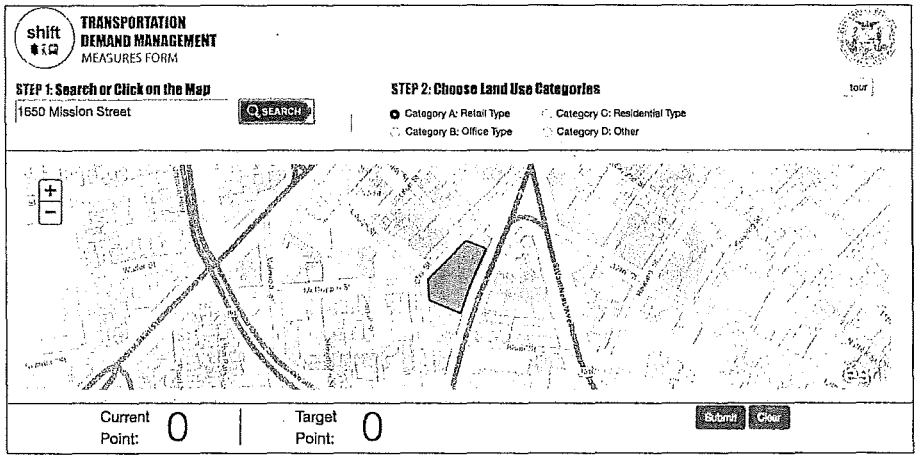
Every 10% below Neighborhood Parking Rate = +1 point

11 total points available

Neighborhood Parking Rate = 0.7 per unit

Transportation Sustainability Program

Online TDM Tool



TDM Ordinance Basics

shift

Target

Aimed at reducing Vehicle Miles Traveled (VMT)

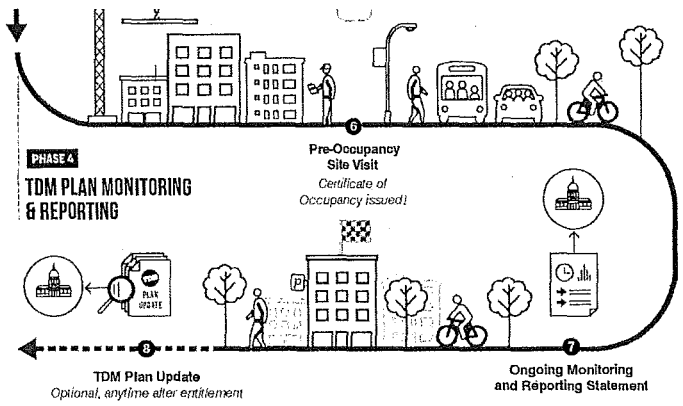
Menu of Options

Project sponsor chooses the best fit for each project to reach targets

Implementation Strategy

Measure and enforce progress to ensure targets are achieved

How will this work?



TDM Program – Evaluation and Refinement

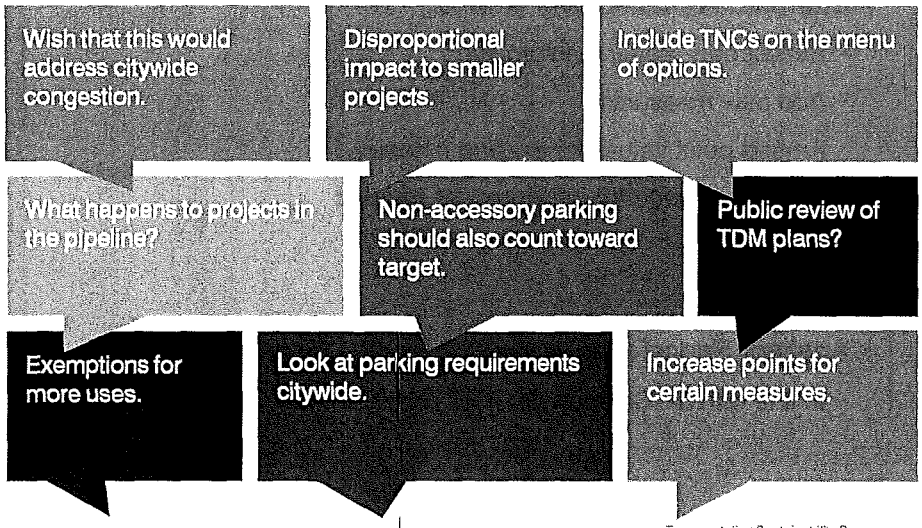
- **Standards updated over time to:**
  - Reflect new research/information
  - Add new measures
  - Amend point values for existing measures
  - Clarify language for measures, as needed
  - Etc.

- **Analysis Report every 4 years**
  - In line with SF Countywide Transportation Plan

TDM Program Support

- Planning Commission (unanimous)
- MTA Board (unanimous)
- SF Commission on the Environment (unanimous)
- BAAQMD
- NRDC
- SPUR
- HAC
- TransForm
- SF Bicycle Coalition
- Others

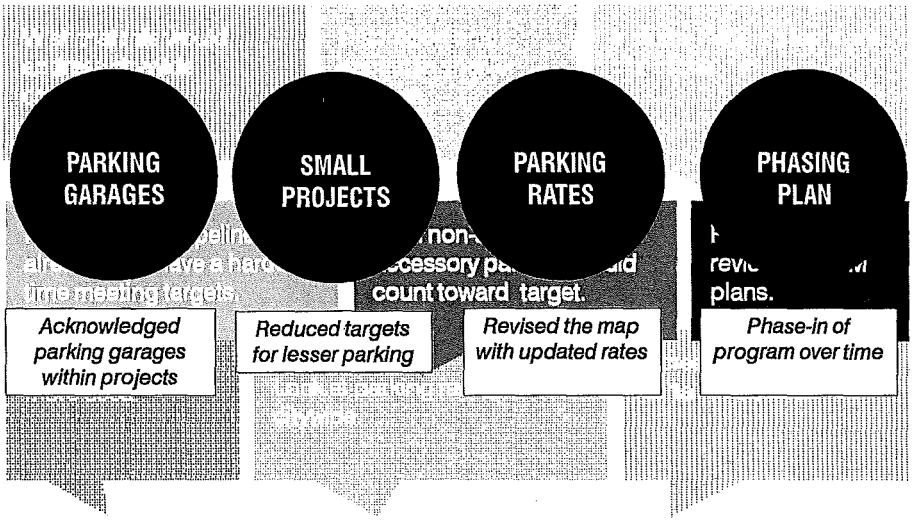
Stakeholder Input



Program Refinement

shift

Require Planning Commission Modification of Standards



Transportation Sustainability Program

THANK YOU

TRANSPORTATION SUSTAINABILITY PROGRAM

TSP

Keeping people moving as our city grows

Website: sf-planning.org/shift-encourage-sustainable-travel

Email: tsp@sfgov.org

SFMTA San Francisco Planning SAN FRANCISCO

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November 10, 2016

Ms. Angela Calvillo, Clerk
Board of Supervisors
City and County of San Francisco
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Re: **Planning Department Case Number 2012.0726PCA:**
Transportation Sustainability Program – Shift Planning Code Amendments
BOS File No: 160925
Draft General Plan and Planning Code Section 101.1 Consistency Findings

Dear Ms. Calvillo,

Prior to adoption of the TDM Ordinance, the Board of Supervisors will need to incorporate findings of consistency into the draft Ordinance. Staff suggests the findings for the proposed Planning Code Amendments as written below for the list of General Plan policies and objectives; the eight priority policies (Planning Code Section 101.1); and the public necessity, convenience and general welfare (Planning Code Section 302), for the Board's consideration.

Background. The Planning Commission (hereinafter "Commission") conducted a duly noticed public hearing at a regularly scheduled meeting to consider the proposed TDM Ordinance and Planning Commission Standards for the TDM Program (TDM Program Standards) on April 28, 2016 and August 4, 2016. On April 28, 2016 the Commission adopted Resolution No. 19628 to initiate the proposed Ordinance. On August 4, 2016, pursuant to Planning Code Section 302(b), the Commission adopted Resolution No. 19715 recommending **approval** of the TDM Ordinance to the Board of Supervisors.

The proposed legislation would establish a citywide TDM program for new development; which seeks to promote sustainable travel modes by requiring new development projects to incorporate design features, incentives and tools that support transit, ride-sharing, walking, and bicycle riding for the residents, tenants, employees, and visitors of their projects. The goals of the proposed legislation are to help keep San Francisco moving as the city grows, and to promote better environmental, health and safety outcomes, consistent with state, regional and local policies.

The proposed legislation is consistent with the "Transit First Policy" in the City Charter the City's many plans policies and initiatives that seek to encourage safe travel by active modes of transportation including the San Francisco Bicycle Plan, the Green Connections Plan, the Better Streets Plan, Vision Zero, and others.

The importance of TDM strategies are acknowledged in the Transportation Element of the General Plan, and the San Francisco County Transportation Plan. The following are the draft General Plan consistency findings for consideration by the Board of Supervisors.

Draft General Plan Consistency Findings. The proposal will promote the following relevant objectives and policies of the General Plan:

TRANSPORTATION ELEMENT

OBJECTIVE 1
MEET THE NEEDS OF ALL RESIDENTS AND VISITORS FOR SAFE, CONVENIENT AND INEXPENSIVE TRAVEL WITHIN SAN FRANCISCO AND BETWEEN THE CITY AND OTHER PARTS OF THE REGION WHILE MAINTAINING THE HIGH QUALITY LIVING ENVIRONMENT OF THE BAY AREA.

POLICY 1.3
Give priority to public transit and other alternatives to the private automobile as the means of meeting San Francisco's transportation needs, particularly those of commuters.

> ***Staff Comment:*** *The proposed Ordinance directly addresses the needs of residents, commuters, and visitors through transportation demand management measures that encourage sustainable transportation options, including on transit.*

OBJECTIVE 2
USE THE TRANSPORTATION SYSTEM AS A MEANS FOR GUIDING DEVELOPMENT AND IMPROVING THE ENVIRONMENT.

POLICY 2.5
Provide incentives for the use of transit, carpools, vanpools, walking and bicycling and reduce the need for new or expanded automobile and automobile parking facilities.

> ***Staff Comment:*** *The proposed Ordinance includes transportation demand management measures that encourage sustainable transportation options, including transit, carpools, vanpools, walking and bicycling, and measures that support a reduction in auto-ownership and a reduction in new automobile parking facilities.*

OBJECTIVE 11
ESTABLISH PUBLIC TRANSIT AS THE PRIMARY MODE OF TRANSPORTATION IN SAN FRANCISCO AND AS A MEANS THROUGH WHICH TO GUIDE FUTURE DEVELOPMENT AND IMPROVE REGIONAL MOBILITY AND AIR QUALITY.

POLICY 11.3
Encourage development that efficiently coordinates land use with transit service, requiring that developers address transit concerns as well as mitigate traffic problems.

Staff Comment: The proposed Ordinance reduces vehicle miles travel associated with new development through design features, incentives, and tools that encourage travel by sustainable modes, such as transit.

OBJECTIVE 12

DEVELOP AND IMPLEMENT PROGRAMS IN THE PUBLIC AND PRIVATE SECTORS, WHICH WILL SUPPORT CONGESTION MANAGEMENT AND AIR QUALITY OBJECTIVES, MAINTAIN MOBILITY AND ENHANCE BUSINESS VITALITY AT MINIMUM COST.

POLICY 12.1

Develop and implement strategies which provide incentives for individuals to use public transit, ridesharing, bicycling and walking to the best advantage, thereby reducing the number of single occupant auto trips.

POLICY 12.3

Implement private and public sector TDM programs which support each other and explore opportunities for private-public responsibility in program implementation.

Staff Comment: The proposed Ordinance includes transportation demand management measures that encourage sustainable transportation options, including transit, carpools, vanpools, walking and bicycling to reduce the number of trips made in single-occupant automobiles. The proposed Ordinance will also require the implementation of TDM programs for new development.

OBJECTIVE 14

DEVELOP AND IMPLEMENT A PLAN FOR OPERATIONAL CHANGES AND LAND USE POLICIES THAT WILL MAINTAIN MOBILITY AND SAFETY DESPITE A RISE IN TRAVEL DEMAND THAT COULD OTHERWISE RESULT IN SYSTEM CAPACITY DEFICIENCIES.

POLICY 14.8

Implement land use controls that will support a sustainable mode split, and encourage development that limits the intensification of automobile use.

Staff Comment: The proposed Ordinance will require the implementation of TDM programs for new development which will result in development projects that have a reduced reliance on auto use and support a sustainable mode split.

OBJECTIVE 34

RELATE THE AMOUNT OF PARKING IN RESIDENTIAL AREAS AND NEIGHBORHOOD COMMERCIAL DISTRICTS TO THE CAPACITY OF THE CITY'S STREET SYSTEM AND LAND USE PATTERNS.

POLICY 34.1

Regulate off-street parking in new housing so as to guarantee needed spaces without requiring excesses and to encourage low auto ownership in neighborhoods that are well served by transit and are convenient to neighborhood shopping.

Staff Comment: The proposed Ordinance encourages travel by non-auto modes and the provision of parking that is less than the neighborhood parking rate, which is lower in areas that are well served by transit.

HOUSING ELEMENT

OBJECTIVE 1
IDENTIFY AND MAKE AVAILABLE FOR DEVELOPMENT ADEQUATE SITES TO MEET THE CITY'S HOUSING NEEDS, ESPECIALLY PERMANENTLY AFFORDABLE HOUSING.

POLICY 1.10
Support new housing projects, especially affordable housing, where households can easily rely on public transportation, walking and bicycling for the majority of daily trips.

Staff Comment: The proposed Ordinance makes it easier to rely on non-auto modes of transportation.

ENVIRONMENTAL PROTECTION ELEMENT

OBJECTIVE 4
ASSURE THAT THE AMBIENT AIR OF SAN FRANCISCO AND THE BAY REGION IS CLEAN, PROVIDES MAXIMUM VISIBILITY, AND MEETS AIR QUALITY STANDARDS.

POLICY 4.2
Encourage the development and use of urban mass transportation systems in accordance with the objectives and policies of the Transportation Element.

Staff Comment: The proposed Ordinance includes transportation demand management measures for new development that encourage the use of mass transportation.

OBJECTIVE 15
INCREASE THE ENERGY EFFICIENCY OF TRANSPORTATION AND ENCOURAGE LAND USE PATTERNS AND METHODS OF TRANSPORTATION WHICH USE LESS ENERGY.

POLICY 15.1
Increase the use of transportation alternatives to the automobile.

Staff Comment: The proposed Ordinance includes transportation demand management measures for new developments that encourage the use of transit, walking, and biking.

AIR QUALITY ELEMENT[1]

OBJECTIVE 2
REDUCE MOBILE SOURCES OF AIR POLLUTION THROUGH IMPLEMENTATION OF THE TRANSPORTATION ELEMENT OF THE GENERAL PLAN

OBJECTIVE 3
DECREASE THE AIR QUALITY IMPACTS OF DEVELOPMENT BY COORDINATION OF LAND USE AND TRANSPORTATION DECISIONS.

> ***Staff Comment:*** *The proposed Ordinance promotes the reduction of greenhouse gas emissions through promoting sustainable travel modes.*

Draft Planning Code Section 10.11 Consistency Findings. The proposed amendments to the Planning Code are consistent with the eight Priority Policies set forth in Section 101.1(b) of the Planning Code in that:

1. That existing neighborhood-serving retail uses be preserved and enhanced and future opportunities for resident employment in and ownership of such businesses enhanced;

> ***Staff Comment:*** *The proposed Ordinance will not adversely affect neighborhood-serving retail uses, or opportunities for residents to own or be employed by neighborhood-serving retail uses.*

2. That existing housing and neighborhood character be conserved and protected in order to preserve the cultural and economic diversity of our neighborhoods;

> ***Staff Comment:*** *The proposed Ordinance will have no adverse effect on existing housing or neighborhood character.*

3. That the City's supply of affordable housing be preserved and enhanced;

> ***Staff Comment:*** *The proposed Ordinance will have no adverse effect on the City's supply of affordable housing.*

4. That commuter traffic not impede MUNI transit service or overburden our streets or neighborhood parking;

> ***Staff Comment:*** *The proposed Ordinance will encourage commuter trips by sustainable modes thus reducing the likelihood that commuter traffic would impede MUNI service or overburden streets or neighborhood parking.*

5. That a diverse economic base be maintained by protecting our industrial and service sectors from displacement due to commercial office development, and that future opportunities for resident employment and ownership in these sectors be enhanced;

> ***Staff Comment:*** *The proposed Ordinance will not cause displacement of the industrial or service sectors due to office development, and future opportunities for resident employment or ownership in these sectors would not be impaired.*

6. That the City achieve the greatest possible preparedness to protect against injury and loss of life in an earthquake;

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[1] **Note:** the policies cited here are located in the Transportation Element.

Staff Comment: The proposed Ordinance will not impact the City's earthquake preparedness.

7. That the landmarks and historic buildings be preserved;

Staff Comment: Landmarks and historic buildings will not be negatively impacted by the proposed Ordinance.

8. That our parks and open space and their access to sunlight and vistas be protected from development;

Staff Comment: The City's parks and open space and their access to sunlight and vistas will not be affected by the proposed Ordinance.

Planning Code Section 302 Findings. Please note, the Planning Commission did find from the facts presented that the public necessity, convenience and general welfare require the proposed amendments to the Planning Code as set forth in Section 302.

Please let me know if you have any questions in regard to this memorandum.

Sincerely,

AnMarie Rodgers

Senior Policy Advisor

cc:
Clerk of Land Use Committee, Alisa Somera
City Attorney, Andrea Ruiz-Esquide
Office of the Clerk of the Board, bos.legislation@sfgov.org

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August 16, 2016

Ms. Angela Calvillo, Clerk
Board of Supervisors
City and County of San Francisco
City Hall, Room 244
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Re: **Transmittal of Planning Department Case Number 2012.0726PCA:**
Transportation Sustainability Program – Shift Planning Code Amendments
BOS File No: _____ (pending)
Planning Commission Recommendation: *Approval*

Dear Ms. Calvillo,

On August 4, 2016 the San Francisco Planning Commission (hereinafter "Commission") conducted duly noticed public hearings at regularly scheduled meetings to consider the proposed Ordinance that would amend the Planning Code to establish a citywide Transportation Demand Management (TDM) Program, to require Development Projects to incorporate design features, incentives, and tools that support sustainable forms of transportation; to create a new administrative fee to process TDM Plan applications and compliance reports; and to make conforming amendments to various sections of the Planning Code.

At the August 4 hearing, the Commission voted to recommend **approval** of the proposed Ordinance to the Board of Supervisors via Planning Commission Resolution No. 19715.

Also, at the August 4 hearing, the Commission also considered the adoption of the Planning Commission Standards for the TDM Program document in compliance with the proposed Ordinance, which establishes a framework of TDM requirements for new development projects, to make sure that these projects are designed to encourage residents, tenants, employees and visitors to get around using sustainable modes of travel such as transit, walking, and bicycling.

At the August 4 hearing, the Commission voted to adopt the TDM Program Standards via Planning Commission Resolution No. 19715 conditioned upon approval of the proposed Ordinance by the Board of Supervisors.

The proposed amendments were found to be categorically exempt from further CEQA review. A Class 7 and 8 Categorical Exemption was prepared and is included in this transmittal.

Please find attached documents relating to the actions of the Commission. A hard copy of this transmittal including the original redlined version of the ordinance will also be delivered to your

office via interdepartmental mail. If you have any questions or require further information please do not hesitate to contact me.

Sincerely,

Aaron D. Starr
Manager of Legislative Affairs

cc:
Clerk of Land Use Committee, Alisa Somera
City Attorney, Andrea Ruiz-Esquide
Office of the Clerk of the Board, Attn: John Carroll

Attachments (one copy of the following):
Planning Commission Resolution No. 19628
Planning Commission Resolution No. 19715
Planning Commission Resolution No. 19716
Planning Commission Executive Summary for Case No. 2012.0726PCA (2/11/2016)
Planning Commission Executive Summary for Case No. 2012.0726PCA (4/28/2016)
Planning Commission Executive Summary for Case No. 2012.0726PCA (8/4/2016)
Draft Red-lined Ordinance (signed original sent via interoffice mail/MSWord version via email)

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Planning Commission
Resolution No. 19715

HEARING DATE: AUGUST 4, 2016

Case No.:	**2012.0726PCA**
Project:	**Transportation Sustainability Program – Shift Planning Code Amendments**
Staff Contact:	Rachel Schuett, (415) 575-9030 rachel.schuett@sfgov.org

RECOMMENDING THAT THE BOARD OF SUPERVISORS ADOPT A PROPOSED ORDINANCE THAT WOULD AMEND THE PLANNING CODE TO ESTABLISH A NEW CITYWIDE TRANSPORTATION DEMAND MANAGEMENT (TDM) PROGRAM, ACCOMPANIED BY AN ADOPTED TDM PROGRAM STANDARDS DOCUMENT, WHICH ESTABLISHES A FRAMEWORK OF TDM REQUIREMENTS FOR NEW DEVELOPMENT PROJECTS, TO MAKE SURE THAT THESE PROJECTS ARE DESIGNED TO ENCOURAGE RESIDENTS, TENANTS, EMPLOYEES AND VISITORS TO GET AROUND USING SUSTAINABLE MODES OF TRAVEL SUCH AS TRANSIT, WALKING, AND BICYCLING, AND TO CREATE A NEW ADMINISTRATIVE FEE SCHEDULE TO PROCESS TDM PLAN APPLICATIONS AND COMPLIANCE REPORTS.

PREAMBLE

WHEREAS, on April 28, 2016, the Planning Commission (hereinafter "Commission") adopted Resolution No. 19628 to initiate the proposed Ordinance at a duly noticed public hearing at a regularly scheduled meeting; and

WHEREAS, the Commission conducted a duly noticed public hearing at a regularly scheduled meeting to consider the proposed Ordinance on April 28, 2016; and

WHEREAS, the "Transit First Policy" in the City Charter declares that public transit is "an economically and environmentally sound alternative to transportation by individual automobiles", and that within the City, "travel by public transit, by bicycle and on foot must be an attractive alternative to travel by private automobile"; and

WHEREAS, the City has many plans policies and initiative that seek to encourage safe travel by active modes of transportation including the San Francisco Bicycle Plan, the Green Connections Plan, the Better Streets Plan, Vision Zero, and others; and

WHEREAS, travel by transit, bicycle, or on foot are considered to be trips made sustainable modes of transportation; and

WHEREAS, according to Plan Bay Area 2040, the Bay Area's Regional Transportation Plan and Sustainable Community Strategy, San Francisco is expected to grow by approximately 191,000 jobs and 102,000 households between 2010 and 2040; and

WHEREAS, this growth will generate an increased demand for transportation infrastructure and services on an already constrained transportation system; and

WHEREAS, one of the challenges posed by this growth is the increased number of single occupancy vehicle trips, and the pressure they add to San Francisco's limited public streets and rights-of-way, contributing to congestion, transit delays, and public health and safety concerns, and the air pollution, greenhouse gas (GHG) emissions, and noise caused by motorized vehicles, which negatively impact the quality of life in the City; and

WHEREAS, at the state level, the Congestion Management Law, Gov. Code Section 65088, has established that in order to reduce the state's traffic congestion crisis and "keep California moving," it is important to build transit-oriented development, revitalize the state's cities, and promote all forms of transportation; and

WHEREAS, various policies have been adopted at the state level that set GHG reduction targets including, Assembly Bill 32, the California Global Warming Solutions Act of 2006 (Chapter 488, Statutes of 2006), Executive Orders B-30-15, S-3-05 and B-16-12, Senate Bill 375, the Sustainable Communities and Climate Protection Act of 2008 (Chapter 728, Statutes of 2008); and

WHEREAS, local plans and policies including Plan Bay Area 2040, the GHG Reduction Ordinance, and the San Francisco Climate Action Strategy 2013 Update also set GHG reduction targets; and

WHEREAS, the transportation sector contributes significantly to GHG emissions and, as a result, many GHG emissions reduction targets are accompanied by targets to reduce vehicle miles traveled and to increase non-automobile mode share; and one of the ways identified to achieve these targets is through a requirement for the inclusion of transportation demand management (TDM) measures for new development; and

WHEREAS, the importance of TDM strategies are acknowledged in the Transportation Element of the General Plan, the San Francisco County Transportation Plan; and

WHEREAS, many Area Plans including each of the Area Plans within Eastern Neighborhoods and the Transit Center District Plan identify policies for the development of a TDM program for the Plan Area; and

WHEREAS, the proposed legislation would establish a citywide TDM program for new development; and

WHEREAS, the proposed legislation seeks to promote sustainable travel modes by requiring new development projects to incorporate design features, incentives and tools that support transit, ride-

sharing, walking, and bicycle riding for the residents, tenants, employees, and visitors of their projects; and

WHEREAS, the goals of the proposed legislation are to help keep San Francisco moving as the city grows, and to promote better environmental, health and safety outcomes, consistent with state, regional and local policies; and

WHEREAS, the Commission has heard and considered the testimony presented to it at the public hearing and has further considered written materials and oral testimony presented on behalf of Department staff and other interested parties; and

WHEREAS, the all pertinent documents may be found in the files of the Department, as the custodian of records, at 1650 Mission Street, Suite 400, San Francisco; and

WHEREAS, the Commission has reviewed the proposed Ordinance;

MOVED, that that pursuant to Planning Code Section 302(b), the Planning Commission hereby adopts this Resolution to recommend approval of the Ordinance to the Board of Supervisors.

I hereby certify that the foregoing Resolution was ADOPTED by the San Francisco Planning Commission on August 4, 2016.

Jonas P. Ionin
Commission Secretary

AYES: Fong, Richards, Antonini, Hillis, Johnson, Moore, Wu

NOES: None

ABSENT: None

ADOPTED: August 4, 2016

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Planning Commission
Resolution No. 19716

HEARING DATE: AUGUST 4, 2016

Case No.:	**2012.0726PCA**
Project:	**Transportation Sustainability Program – Shift TDM Program Standards**
Staff Contact:	Rachel Schuett, (415) 575-9030 rachel.schuett@sfgov.org

ADOPTION OF THE PLANNING COMMISSION STANDARDS FOR THE TRANSPORTATION DEMAND MANAGEMENT (TDM) PROGRAM STANDARDS DOCUMENT IN COMPLIANCE WITH PLANNING CODE SECTION 169 (TDM ORDINANCE), WHICH ESTABLISHES A FRAMEWORK OF TDM REQUIREMENTS FOR NEW DEVELOPMENT PROJECTS, TO MAKE SURE THAT THESE PROJECTS ARE DESIGNED TO ENCOURAGE RESIDENTS, TENANTS, EMPLOYEES AND VISITORS TO GET AROUND USING SUSTAINABLE MODES OF TRAVEL SUCH AS TRANSIT, WALKING, AND BICYCLING.

PREAMBLE

WHEREAS, the "Transit First Policy" in the City Charter declares that public transit is "an economically and environmentally sound alternative to transportation by individual automobiles", and that within the City, "travel by public transit, by bicycle and on foot must be an attractive alternative to travel by private automobile"; and

WHEREAS, the City has many plans policies and initiative that seek to encourage safe travel by active modes of transportation including the San Francisco Bicycle Plan, the Green Connections Plan, the Better Streets Plan, Vision Zero, and others; and

WHEREAS, travel by transit, bicycle, or on foot are considered to be trips made sustainable modes of transportation; and

WHEREAS, according to Plan Bay Area 2040, the Bay Area's Regional Transportation Plan and Sustainable Community Strategy, San Francisco is expected to grow by approximately 191,000 jobs and 102,000 households between 2010 and 2040; and

WHEREAS, this growth will generate an increased demand for transportation infrastructure and services on an already constrained transportation system; and

WHEREAS, one of the challenges posed by this growth is the increased number of single occupancy vehicle trips, and the pressure they add to San Francisco's limited public streets and rights-of-way, contributing to congestion, transit delays, and public health and safety concerns, and the air pollution, greenhouse gas (GHG) emissions, and noise caused by motorized vehicles, which negatively impact the quality of life in the City; and

WHEREAS, at the state level, the Congestion Management Law, Gov. Code Section 65088, has established that in order to reduce the state's traffic congestion crisis and "keep California moving," it is important to build transit-oriented development, revitalize the state's cities, and promote all forms of transportation; and

WHEREAS, various policies have been adopted at the state level that set GHG reduction targets including, Assembly Bill 32, the California Global Warming Solutions Act of 2006 (Chapter 488, Statutes of 2006), Executive Orders B-30-15, S-3-05 and B-16-12, Senate Bill 375, the Sustainable Communities and Climate Protection Act of 2008 (Chapter 728, Statutes of 2008); and

WHEREAS, local plans and policies including Plan Bay Area 2040, the GHG Reduction Ordinance, and the San Francisco Climate Action Strategy 2013 Update also set GHG reduction targets; and

WHEREAS, the transportation sector contributes significantly to GHG emissions and, as a result, many GHG emissions reduction targets are accompanied by targets to reduce vehicle miles traveled and to increase non-automobile mode share; and one of the ways identified to achieve these targets is through a requirement for the inclusion of transportation demand management (TDM) measures for new development; and

WHEREAS, the importance of TDM strategies are acknowledged in the Transportation Element of the General Plan, the San Francisco County Transportation Plan; and

WHEREAS, many Area Plans including each of the Area Plans within Eastern Neighborhoods and the Transit Center District Plan identify policies for the development of a TDM program for the Plan Area; and

WHEREAS, the TDM Ordinance establishes a citywide TDM program for new development; and

WHEREAS, the TDM Ordinance seeks to promote sustainable travel modes by requiring new development projects to incorporate design features, incentives and tools that support transit, ride-sharing, walking, and bicycle riding for the residents, tenants, employees, and visitors of their projects; and

WHEREAS, the goals of the TDM Ordinance are to help keep San Francisco moving as the city grows, and to promote better environmental, health and safety outcomes, consistent with state, regional and local policies; and

WHEREAS, the Planning Commission (hereinafter "Commission") conducted a duly noticed public hearing at a regularly scheduled meeting to consider the proposed TDM Ordinance and Planning

Commission Standards for the TDM Program (TDM Program Standards) on April 28, 2016 and August 4, 2016; and

WHEREAS, the Commission on August 4, 2016, pursuant to Planning Code Section 302(b), adopted a Resolution to recommend approval of the TDM Ordinance to the Board of Supervisors; and

WHEREAS, the Commission has heard and considered the testimony presented to it at the public hearing and has further considered written materials and oral testimony presented on behalf of Department staff and other interested parties; and

WHEREAS, the all pertinent documents may be found in the files of the Department, as the custodian of records, at 1650 Mission Street, Suite 400, San Francisco; and

WHEREAS, the Commission has reviewed the TDM Program Standards:

MOVED, that the Planning Commission hereby Adopts the TDM Program Standards to establish the specific requirements necessary for compliance with the citywide TDM Program conditioned upon approval of the TDM Ordinance Planning Code amendments by the Board of Supervisors.

I hereby certify that the foregoing Resolution was ADOPTED by the San Francisco Planning Commission on August 4, 2016.

Jonas P. Ionin
Commission Secretary

AYES: Fong, Richards, Antonini, Hillis, Johnson, Moore, Wu

NOES: None

ABSENT: None

ADOPTED: August 4, 2016

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Planning Commission Resolution No. 19628

HEARING DATE: APRIL 28, 2016

Case No.:	**2012.0726PCA**
Project:	**Transportation Sustainability Program – Shift Planning Code Amendments Initiation**
Staff Contact:	Rachel Schuett, (415) 575-9030 rachel.schuett@sfgov.org
Recommendation:	**Recommend Initiation**

INITIATING AMENDMENTS TO THE PLANNING CODE TO ESTABLISH A NEW CITYWIDE TRANSPORTATION DEMAND MANAGEMENT (TDM) PROGRAM, ACCOMPANIED BY AN ADOPTED TDM PROGRAM STANDARDS DOCUMENT, WHICH ESTABLISHES A FRAMEWORK OF TDM REQUIREMENTS FOR NEW DEVELOPMENT PROJECTS, TO MAKE SURE THAT THESE PROJECTS ARE DESIGNED TO ENCOURAGE RESIDENTS, TENANTS, EMPLOYEES AND VISITORS TO GET AROUND USING SUSTAINABLE MODE OF TRAVEL SUCH AS TRANSIT, WALKING, AND BICYCLING, AND TO CREATE A NEW ADMINISTRATIVE FEE SCHEDULE TO PROCESS TDM PLAN APPLICATIONS AND COMPLIANCE REPORTS.

PREAMBLE

WHEREAS, the "Transit First Policy" in the City Charter declares that public transit is "an economically and environmentally sound alternative to transportation by individual automobiles", and that within the City, "travel by public transit, by bicycle and on foot must be an attractive alternative to travel by private automobile"; and

WHEREAS, the City has many plans policies and initiative that seek to encourage safe travel by active modes of transportation including the San Francisco Bicycle Plan, the Green Connections Plan, the Better Streets Plan, Vision Zero, and others; and

WHEREAS, travel by transit, bicycle, or on foot are considered to be trips made sustainable modes of transportation; and

WHEREAS, according to Plan Bay Area 2040, the Bay Area's Regional Transportation Plan and Sustainable Community Strategy, San Francisco is expected to grow by approximately 191,000 jobs and 102,000 households between 2010 and 2040; and

WHEREAS, this growth will generate an increased demand for transportation infrastructure and services on an already constrained transportation system; and

WHEREAS, one of the challenges posed by this growth is the increased number of single occupancy vehicle trips, and the pressure they add to San Francisco's limited public streets and rights-of-way, contributing to congestion, transit delays, and public health and safety concerns, and the air pollution, greenhouse gas (GHG) emissions, and noise caused by motorized vehicles, which negatively impact the quality of life in the City; and

WHEREAS, at the state level, the Congestion Management Law, Gov. Code Section 65088, has established that in order to reduce the state's traffic congestion crisis and "keep California moving," it is important to build transit-oriented development, revitalize the state's cities, and promote all forms of transportation; and

WHEREAS, various policies have been adopted at the state level that set GHG reduction targets including, Assembly Bill 32, the California Global Warming Solutions Act of 2006 (Chapter 488, Statutes of 2006), Executive Orders B-30-15, S-3-05 and B-16-12, Senate Bill 375, the Sustainable Communities and Climate Protection Act of 2008 (Chapter 728, Statutes of 2008); and

WHEREAS, local plans and policies including Plan Bay Area 2040, the GHG Reduction Ordinance, and the San Francisco Climate Action Strategy 2013 Update also set GHG reduction targets; and

WHEREAS, the transportation sector contributes significantly to GHG emissions and, as a result, many GHG emissions reduction targets are accompanied by targets to reduce vehicle miles traveled and to increase non-automobile mode share; and one of the ways identified to achieve these targets is through a requirement for the inclusion of transportation demand management (TDM) measures for new development; and

WHEREAS, the importance of TDM strategies are acknowledged in the Transportation Element of the General Plan, the San Francisco County Transportation Plan; and

WHEREAS, many Area Plans including each of the Area Plans within Eastern Neighborhoods and the Transit Center District Plan identify policies for the development of a TDM program for the Plan Area; and

WHEREAS, the proposed legislation would establish a citywide TDM program for new development; and

WHEREAS, the proposed legislation seeks to promote sustainable travel modes by requiring new development projects to incorporate design features, incentives and tools that support transit, ride-sharing, walking, and bicycle riding for the residents, tenants, employees, and visitors of their projects; and

WHEREAS, the goals of the proposed legislation are to help keep San Francisco moving as the city grows, and to promote better environmental, health and safety outcomes, consistent with state, regional and local policies; and

WHEREAS, the Planning Commission (hereinafter "Commission") conducted a duly noticed public hearing at a regularly scheduled meeting to consider the proposed Ordinance on April 28, 2016; and

WHEREAS, the Commission has heard and considered the testimony presented to it at the public hearing and has further considered written materials and oral testimony presented on behalf of Department staff and other interested parties; and

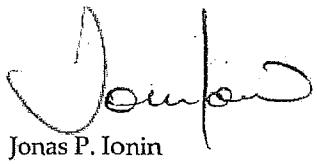
WHEREAS, the all pertinent documents may be found in the files of the Department, as the custodian of records, at 1650 Mission Street, Suite 400, San Francisco; and

WHEREAS, the Commission has reviewed the proposed Ordinance:

MOVED, that pursuant to Planning Code Section 302(b), the Planning Commission Adopts a Resolution of Intent to Initiate amendments to the Planning Code.

AND BE IT FURTHER RESOLVED, That pursuant to Planning Code Section 306.3, the Planning Commission authorizes the Department to provide appropriate notice for a public hearing to consider the above referenced Planning Code amendments contained in the draft ordinance, approved as to form by the City Attorney in **Attachment B**, to be considered at a publicly noticed hearing on or after July 7, 2016.

I hereby certify that the foregoing Resolution was ADOPTED by the San Francisco Planning Commission on April 28, 2016.



Jonas P. Ionin
Commission Secretary

AYES: Fong, Richards, Antonini, Hillis, Johnson, Moore, Wu

NOES: None

ABSENT: None

ADOPTED: April 28, 2016

SAN FRANCISCO
PLANNING DEPARTMENT

Executive Summary
Transportation Demand Management Ordinance
HEARING DATE: FEBRUARY 11, 2016

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Project Name:	**Transportation Sustainability Program – Shift Informational Hearing**
Staff Contact:	Rachel Schuett, (415) 575-9030 rachel.schuett@sfgov.org
Reviewed by:	Wade Wietgrefe, (415) 575-9050 wade.wietgrefe@sfgov.org
Recommendation:	**None – Informational Only**

PURPOSE OF HEARING:

This informational hearing is focused on the Transportation Sustainability Program, a set of three citywide policy initiatives focused on keeping people moving as our city grows. The purpose of the informational hearing is to provide updates and obtain feedback on the Shift component of the Transportation Sustainability Program, which is focused on reducing vehicle miles traveled (VMT) associated with new development projects. The main element of the Shift Component is a proposed Transportation Demand Management (TDM) Ordinance. Planning Department, San Francisco County Transportation Authority ("Transportation Authority"), and San Francisco Municipal Transportation Agency ("SFMTA") staff are currently conducting stakeholder outreach regarding the framework and details of a proposed TDM Ordinance, prior to drafting and introduction of the ordinance. In particular, staff is interested in feedback from the Planning Commission regarding the overall framework for the proposed legislation, as well as specific detailed feedback regarding applicability, grandfathering, and exemptions.

Pending feedback from this Commission and other outreach efforts, staff is hopeful that the TDM Ordinance would be introduced at the Board of Supervisors in March. Following introduction at the Board of Supervisors, staff would return to the Planning Commission to receive further feedback and recommendations regarding approval of the proposed legislation. The proposed legislation would establish a framework of TDM requirements for new land use development projects, making sure these projects are designed to make it easier for new residents, visitors, and workers to get around by sustainable modes of travel such as transit, walking, and bicycling.

KEY TERMINOLOGY:

Transportation Demand Management (TDM). TDM describes strategies or measures that incentivize sustainable travel choices. In San Francisco, development-focused TDM measures reduce single occupancy car trips and vehicle miles traveled by helping residents, business tenants, and visitors choose sustainable travel options. These measures may be included by the developer as project amenities.

Other TDM programs and policies are applied on a larger scale than a land use development project. These TDM programs and policies are within the purview of the Planning Department, the SFMTA, Transportation Authority, and Department of Environment, and may include:

- Expanding bike share, on-street bicycle parking, and bicycle education;

- Demand-based parking pricing, and the study of congestion pricing;
- Education and outreach efforts;
- Upgrading transportation maps and other transportation information programs; and
- Piloting smart-phone payment for Muni to make using transit easier.

At an even more fundamental level, the Planning Department, the SFMTA, Transportation Authority, and Public Works are responsible for planning and providing multi-modal infrastructure and services including bicycle routes, pedestrian connections, and public transportation.

Level of Service (LOS). LOS was developed in the 1950s by traffic engineers primarily for analyzing traffic capacity on highways, as opposed to environmental effects. LOS is represented as a letter grade A through F. LOS A represents little to no automobile delay, while LOS F represents congested conditions with substantial amounts of automobile delay.

Senate Bill 743. California Senate Bill 743 ("SB 743") (Public Resources Code 21099) was signed into law in September 2013. SB 743 directed the California Office of Planning and Research to prepare, develop, and transmit to the California Natural Resources Agency for certification and adoption proposed revisions to the California Environmental Quality Act (CEQA) Guidelines to establish criteria for determining the significance of transportation impacts that "promote the reduction of greenhouse gas emissions, the development of multimodal transportation networks, and a diversity of land uses." SB 743 recommended that vehicle miles traveled may be an appropriate metric to establish that criteria.

SB 743 also stated that upon certification of the CEQA Guidelines by the California Natural Resources Agency, "automobile delay, as described solely by LOS or similar measures of vehicular capacity or traffic congestion, shall not be considered a significant impact on the environment" pursuant to CEQA.

Vehicle Miles Traveled (VMT). Vehicle miles traveled measures the amount and distance that a project might cause people to drive, including the number of passengers within a vehicle. An increase in vehicle miles traveled results in an increase of emissions of air pollutants, including greenhouse gases, as well as increased consumption of energy.

OVERVIEW: THE TRANSPORTATION SUSTAINABILITY PROGRAM (TSP)

The City and County of San Francisco (City or San Francisco) is a popular place to work, live and visit, placing strains on the existing transportation network. The City is projected to grow substantially over the next 25 years – by 2040, up to 100,000 new households and 190,000 new jobs are expected in San Francisco.[1] Without enhancements to our transportation network, this growth could result in more than 600,000 additional cars on our streets – or more than all the cars traveling each day on the Bay and Golden Gate bridges combined.

The Transportation Sustainability Program ("TSP") is an initiative aimed at improving and expanding the transportation system to help accommodate new growth, and creating a policy framework for private development to contribute to minimizing its impact on the transportation system, including helping to pay for the system's enhancement and expansion. The TSP is a joint

[1] Association of Bay Area Governments (ABAG), *Projections 2013*.

effort by the Mayor's Office, the San Francisco Planning Department, the Transportation Authority, and the SFMTA, comprised of the following three components:

1. **Align: Modernize Environmental Review.** This component of the TSP would change how the City analyzes impacts of new development on the transportation system under the California Environmental Quality Act (CEQA). This reform has been helped by California Senate Bill 743, which requires that the existing transportation review standard, focused on automobile delay (vehicular level of service), be replaced with a more meaningful metric, vehicle miles traveled. Public outreach on Align is underway and a resolution regarding this reform will be considered at the Planning Commission hearing on March 3, 2016.

2. **Shift: Encourage Sustainable Travel.** This component of the TSP would help manage demand on the transportation network through a Transportation Demand Management (TDM) Program, making sure new developments are designed to make it easier for new residents, visitors, and workers to get around by sustainable travel modes such as transit, walking, and biking. Each measure that would be included in the TDM program is intended to reduce vehicle miles traveled from new development. Stakeholder outreach on the TDM Program is also underway. Outreach efforts are described in more detail below.

3. **Invest: Fund Transportation Improvements to Support Growth.** The Transportation Sustainability Fee ("TSF") is assessed on new development, including residential development, to help fund improvements to transit capacity and reliability as well as bicycle and pedestrian improvements. A Planning Commission hearing was held on September 10, 2015 regarding TSF. The TSF was passed by the Board of Supervisors and signed into law by the Mayor on November 25, 2015 (Board of Supervisors File No. 150790).[2]

These three components are discrete policy initiatives that are programmatically linked through the TSP. While each component is useful and necessary on its own, staff concludes that all complement each other and are most effective together. The focus of this informational item is on the Shift component of the program. As mentioned above, the Align component is currently undergoing public outreach and is scheduled to be heard at the regularly scheduled Planning Commission hearing on March 3, 2016. The Invest component has been approved and is currently being implemented.

Goals and Secondary Benefits. Prior to articulating the elements of the Shift component, this section first outlines the goals and secondary benefits of the component.

Goal – Maintain Mobility. The overarching goal of the Transportation Sustainability Program is to maintain mobility, that is, to keep people moving as the city grows. The Shift component of the Transportation Sustainability Program was developed around a desire to

[2] Two additional files were created at the Board of Supervisors for TSF regarding hospitals and health services, grandfathering, and additional fees for larger projects: 151121 and 151257.

minimize the impact of new development on the transportation system. The product of Shift, a TDM Ordinance, supports the goal of maintaining mobility and access by focusing on reducing the overall percentage of single occupancy vehicle trips and vehicle miles traveled.

Based on the City's geographic limitations, the City cannot accommodate a substantial increase in vehicles. Therefore, a TDM Ordinance reduces the impacts from growth to the transportation system by reducing vehicle miles traveled from new residents, employees, and visitors. A reduction in vehicle miles traveled may result from shifting auto trips to other travel modes, increasing vehicle occupancy through carpool or rideshare activities, or reducing the average trip length by increasing the diversity of land uses in a particular location.

Secondary Benefit – Better Environmental Outcomes. Reducing the overall percentage of single occupancy vehicle trips and vehicle miles traveled from new development also results in better environmental outcomes. For each mile we drive, our vehicles emit pollutants. Despite technological advancements, the transportation sector continues to account for a large amount of emissions by an increase in vehicle miles traveled.[3]

The transportation sector accounts for 36 percent,[4] 37 percent,[5] and 40 percent[6] of all greenhouse gas emissions in California, San Francisco Bay Area, and San Francisco, respectively. Several state, regional, and local policies are aimed at reducing greenhouse gas emissions. The transportation sector is also responsible for a large percentage of air pollutants that affect the air quality locally and regionally, toxic air contaminants and criteria air pollutants. For example, the transportation sector accounted for 83 percent of oxides of nitrogen emissions statewide, which is a precursor to ozone (criteria air pollutant) and for which a larger area of the state is designated as nonattainment by both the state and federal government.[7]

In addition, vehicle travel consumes substantial amounts of energy. Over 40 percent of California's energy consumption occurs in the transportation sector.[8] Passenger vehicles account for 74 percent of emissions from the transportation sector.[9]

Secondary Benefit –Better public health and safety. Reducing the overall percentage of single occupancy vehicle trips and vehicle miles traveled from new development also results in better public health and safety outcomes. Public health is improved when trips are made by active modes, primarily trips made by people walking and bicycling, and harmful air pollutants are reduced. The TDM Ordinance would include measures that developers can choose to encourage trips by active modes. In addition, higher total amounts of motor vehicle

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[3] U.S. Environmental Protection Agency, Our Built and Natural Environments 2nd Ed, June 2013.
[4] California Air Resources Board, First Update to the Climate Change Scoping Plan, May 2014.
[5] Plan Bay Area 2040, Plan Bay Area Environmental Impact Report, July 2013.
[6] San Francisco Department of Environment, San Francisco Climate Action Strategy, October 2013.
[7] California Air Resources Board, Emission Inventory Data, Year 2012.
[8] California Energy Commission, Energy Aware Planning Guide, February 2011.
[9] *Ibid.*

travel creates higher crash exposure. Therefore, reducing vehicle miles traveled enhances safety.

Secondary Benefit –Improved development review process and projects. The framework developed under the proposed TDM Ordinance would also provide more certainty and flexibility for developers. A developer would know their TDM measure requirements upfront, prior to submitting a development review application. As crafted, the proposed legislation would also provide flexibility to the developer in crafting a TDM program that best fits the needs of their project.

Developments that offer transportation options are considered an amenity to tenants. Real estate advertisements regularly rate the walkability of the project location, along with proximity to transit, and bicycle facilities. TDM measures that are incorporated into the design of a project or provide operational services are considered amenities to development because they enhance convenience and freedom and provide easy-to-use travel options.

Additionally, the vehicle miles traveled reduction associated with certain TDM measures would be accounted for in the air quality, greenhouse gases, and transportation CEQA analyses for a project. A tool developed by a transportation consultant, based upon literature review and San Francisco specific research, would allow the Planning Department to account for those benefits from certain TDM measures. Providing TDM as a way to reduce vehicle miles traveled is also consistent with forthcoming changes to CEQA pursuant to California Senate Bill 743.

Lastly, the proposed legislation includes a robust implementation strategy to ensure that TDM measures selected by a developer are implemented and that measures offered to developers for inclusion in their TDM program are effective.

THE WAY IT IS NOW:

The Planning Code currently contains a number of development-focused TDM measures, although the requirements are not specifically identified as TDM measures in the Planning Code. Table 1 summarizes these existing TDM measures and a summary of the applicability associated with the Code requirements.

Table 1. Existing Planning Code Transportation Demand Management Requirements

Code Section	*Code Title*	*Summary of Applicability*	
		Residential	*Non-Residential*
151.1	Scheduled of permitted off-street parking spaces in specified districts (i.e., parking maximums)	Parking maximums vary, depending on specified district	Parking maximums vary, depending on specified district
155(g)	General standards as to location and arrangement of off-street parking, freight loading, and service vehicle facilities (i.e., parking pricing)	Not applicable	Applicable in specified districts
155.2	Bicycle parking	Class 1 spaces required for all new units; Class 2 spaces required on lots with four or more units.	Class 1 and Class 2 spaces requirements vary, but generally required for most uses.
155.4	Shower facilities and lockers	Not applicable	Generally required for most uses above 10,000 square feet.
163	Transportation management programs and transportation brokerage services in Commercial and Mixed Use Districts	In the C-3-0(SD) District, applicable where new, converted, or added floor area equals at least 100,000 gross square feet or 100 dwelling units.	Required for new, converted, or added floor area equals at least 25,000 gross square feet of office in specified districts or equals at least 100,000 gross square feet of office in other specified districts
166	Car Sharing	Required starting at 50 dwelling units	Required starting at 25 **parking spaces (bold emphasis mine)**
167	Parking costs separated from housing costs in new residential buildings (i.e., parking unbundling)	Required starting at 10 dwelling units	Not applicable
304.5	Institutional Master Plans, including transportation strategies	Not applicable	Required for each Hospital and Post-Secondary Educational Institution, including Group Housing affiliated with such Institution

As shown in Table 1, depending on the size and land use associated with a project and its Use District, a project may be required to implement TDM measures. In addition, a TDM program for a project may be developed during the development review process. The development of a TDM program generally occurs one of four ways: 1) voluntarily; 2) as mitigation measures via CEQA; 3) through a negotiated Development Agreement; or 4) through Institutional Master Plan requirements.

Some developers may propose to implement additional TDM measures as valuable amenities for their tenants; or voluntarily agree to implement additional TDM measures after receiving input from City staff to further reduce project impacts to air quality, greenhouse gases, and/or transportation identified during the environmental review process. These TDM measures are typically included as improvement measures in the CEQA document. These improvement measures then can become adopted or modified as conditions of approval for the project.

Conversely, some developers may be required to implement additional TDM measures because of project impacts identified to air quality, greenhouse gases, and/or transportation identified during the environmental review process. These TDM measures are identified as mitigation measures in the CEQA document. These mitigation measures are then required to be adopted as conditions of approval for the project, unless the Planning Commission deems them infeasible.

For projects where the City has entered into a Development Agreement with a developer, a TDM program is typically included as part of the proposed project. In these cases, the components of the TDM program is negotiated between City staff and the developer, often with the assistance of a transportation consultant who conducts an analysis of the project's transportation impacts and who may prepare a formal TDM report.

Institutions may also include a TDM program as part of an Institutional Master Plan, as required under Section 304.5 of the Planning Code. Subsequent projects that may have been identified in an Institutional Master Plan then proceed through one of three processes described above.

Besides those TDM measures that are already known to be required by the Planning Code, the current process creates uncertainty for the developer in terms of potential TDM requirements that may be requested or imposed later in the development review process. The developer does not build these additional TDM measures into their overall development program or their real estate pro forma prior to submitting a development review application. Additionally, the reduction associated with various TDM measures are not accounted for in the air quality, greenhouse gases, and transportation CEQA analyses for a project. Instead, the Planning Department's current Transportation Impact Analysis Guidelines for Environmental Review, October 2002, calculates vehicle trips based upon size and type of land use and location. Lastly, as mentioned in the Overview of TSP section, the City needs to do more to maintain mobility as our City grows.

THE WAY IT WOULD BE:

TDM Ordinance – Overview. If adopted, the TDM Ordinance would amend the Planning Code to include a set of requirements related to transportation planning for land use development projects. Based on a review of best practices for TDM legislation passed in several other cities, the most successful models typically do not include technical details within the legislation itself. Instead, the technical details are included in a separate document(s).

This is because the TDM field is highly dynamic, due to ongoing data collection and analysis. Therefore, proposing new legislation on a regular basis in order to remain current with best practices for TDM requirements is not a practical approach. As a result, City staff is currently preparing two implementation documents that would accompany the TDM ordinance legislation. The structure and contents of both documents are described in further detail, below, just after the discussion of the details that *would* be included in the TDM Ordinance, explained here.

TDM Ordinance – Details. The basic structure of the TDM Ordinance would include a discussion of findings, applicability, grandfathering, exemptions, requirements, and administrative fees.

Each of these details is summarized, as follows:

Findings. The proposed legislation would articulate the goals and secondary benefits described above and reference various state, regional, and local policies aimed at maintaining mobility, reducing auto mode share, increasing mode share for sustainable modes, and reducing vehicle miles traveled.

Applicability. The proposed legislation would apply to all land use development projects, except as described in the exemptions section, below.

Grandfathering. The proposed legislation would apply to all non-exempt land use development projects that have not yet received final Planning Department sign off on a building permit prior to the effective date of the legislation.

Exemptions. The proposed legislation preliminarily includes the following exemptions:

- One hundred percent affordable housing projects;
- Residential projects with nine dwelling units or less; and
- Non-residential projects with less than 10,000 square feet.

These exemptions would only apply if the number of off-street vehicular parking spaces proposed does not exceed the parking minimum required or principally permitted (i.e., without a conditional use authorization) allowed under the Planning Code.

- **One Hundred Percent Affordable Housing.** One hundred percent affordable housing projects are proposed to be exempt from the legislation because based upon a review of 63 affordable housing projects over the last 10 years, 52 of these projects were built with little (20 off-street vehicular parking spaces or fewer) to no off-street vehicular parking. Therefore, these types of development would not need further incentives to reduce vehicle miles traveled anyway.
- **Residential – Nine Dwelling Units (or Less).** Residential projects with nine dwelling units or less are proposed to be exempt as these size developments may not

have space to accommodate or resources to implement many of the TDM measures. In addition, these developments, based on the existing pipeline represent only a small portion of overall development in the City (three percent)[10] and associated vehicle trips. Furthermore, it would take a disproportionate amount of staff resources to monitor compliance for these small residential projects, given the number of applications these projects represent.[11]

- **Small Non-Residential Projects.** Lastly, non-residential projects with less than 10,000 square feet are exempt because many TDM measures are not relevant for a project of this size and these types of development typically reduce overall vehicle trips by increasing diversity of land uses in a neighborhood.

These exempt projects would still be subject to any existing Planning Code TDM requirements identified in Table 1.

Requirements. The proposed legislation would reference that certain "point targets" aimed at reducing vehicle miles traveled would need to be met for each non-exempt project. TDM measures would be assigned points based on their documented relative effectiveness. The implementation documents would identify those specific targets. In addition, the proposed legislation would identify that all non-exempt projects would be required to identify a TDM Coordinator and register the coordinator's contact information with City staff on an on-going basis and allow City staff access to all common areas of the property for the purpose of data collection and/or compliance monitoring.

The implementation documents would identify that the TDM requirements vary depending on the land use and the number of off-street vehicular parking spaces proposed for a project. In order to maintain mobility in the City, the number of vehicles coming and going from a development site is more important to manage than the ratio of vehicles to overall units or non-residential square footage at a project site (or parking ratio).

Literature review has indicated that an area with a high off-street vehicular parking supply may generate more overall vehicular traffic than an area with a low off-street vehicular parking supply.[12] Therefore, more incentives and tools to support non-auto modes and disincentives to using personal vehicles (i.e., TDM measures) are needed at a site with a greater amount of off-street vehicular parking spaces than a site with fewer off-street vehicular parking spaces to encourage sustainable travel and discourage single-occupancy

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[10] Based upon a San Francisco Development Pipeline, Quarter 2 report. The report identifies a total of 61,559 units in the pipeline, of which 1,870 units are from projects with 20 units or less.

[11] Based upon a San Francisco Development Pipeline, Quarter 2 report. Although these projects represent only 3 percent of total units in the pipeline, they represent 78 percent (793 out of 1,017) of all projects with dwelling units in the pipeline.

[12] Literature review includes, but is not limited to: Chris McCahill, et al., "Effects of Parking Provision on Automobile Use in Cities: Inferring Causality," Transportation Research Board, November 13, 2015; Daniel Chatman, "Does Transit-Oriented Development Need the Transit?", Access, Fall 2015; and Rachel Weinberger, "Death by a thousand curb-cuts: Evidence on the effect of minimum parking requirements on the choice to drive," Transport Policy, March 2012.

vehicle travel. This approach does not restrict the ability of a sponsor to build off-street vehicular parking up to existing Code requirements or allowances; instead, it provides flexibility to sponsors in developing a TDM plan to reduce VMT that best fits the programming needs of the development.

A developer would be able to select from approximately 30 measures in a TDM Menu of Options (TDM Menu) to achieve the target associated for the project (Attachment A), across eight different categories. Each measure in the TDM Menu is designed to reduce single occupancy vehicle trips and vehicle miles traveled by site residents, tenants, and visitors and must be under the control of the developer or tenant. The measures in the TDM Menu include some of the TDM requirements identified in Table 1.

Each measure in the TDM Menu is assigned a point value based upon the relative efficacy of each measure to other measures in terms of reducing vehicle miles traveled. The relative efficacy determination was a multi-agency decision (Planning, SFMTA, SFCTA) grounded in literature review, local data collection, best practice research, and/or professional transportation expert opinion. A maximum amount of points is also provided for certain categories in the TDM Menu.

Subject to updating based on new information, feedback, and additional testing, the following targets are currently being considered:

- **Residential and Office Projects.** For non-exempt projects with between zero and 20 off-street vehicular parking spaces, the target is 13 points. For every additional 10 off-street vehicular parking spaces provided for these projects, rounded up to the next highest 10 off-street vehicular parking spaces, a project has to achieve an additional point. The target would be capped at the total amount of points available (i.e., based on TDM measures available) for that land use.
- **Retail Projects.** For non-exempt projects with between zero and four off-street vehicular parking spaces, the target is 9 points. For every additional two off-street vehicular parking spaces provided for these projects, rounded up to the next highest two off-street vehicular parking spaces, a project has to achieve an additional point. The target would be capped at the total amount of points available (i.e., based on TDM measures available) for that land use. The off-street vehicular parking space threshold is lower for retail projects than for residential and office projects because off-street vehicular parking spaces associated with retail land uses generate more vehicle trips than off-street vehicular parking spaces associated with other types of land uses.
- **Other Types of Land Use Projects.** Staff is currently developing a proposal for other types of non-exempt land use projects similar in concept to the types of land uses identified above. This proposal would be defined, in greater detail, in advance of the next Planning Commission hearing.
- **Mixed-Use Projects.** For mixed-use projects, each non-exempt project would be required to meet the targets for each land use and associated parking included for the project, as illustrated by the following example. A project consists of 100 units, 30,000 square feet of retail use, and 30 off-street vehicular parking spaces (20 for residential and 10 for retail). The residential portion of the project would be subject to a 13 point target. The retail portion of the project would be subject to a nine point

target.

- **High-Turnover to Low-Turnover.** Some off-street vehicular parking spaces exhibit a higher turnover and more vehicle trips (e.g., retail spaces) than other off-street vehicular parking spaces, where the space may be used primarily for storage (e.g., residential). When a project replaces a use and its associated high turnover parking spaces with a use and associated lower turnover parking spaces, the Ordinance applicability is based upon the number of net new off-street vehicular parking spaces. For example, a surface vehicular parking lot with 20 spaces is utilized for a retail store nearby. A developer proposes replace the surface parking lot with a building that includes 200 residential units and 40 off-street vehicular parking spaces. The developer has demonstrated that the existing off-street vehicular parking spaces exhibit high turnover. Therefore, the applicability and target for this project would be based on 20 "net new" off-street vehicular parking spaces, and would be 13 points.

Administrative Fee. The proposed legislation would identify a fee structure to fund the costs of administering the legislation, which would include pre-approval review of a TDM program, pre-occupancy compliance, and post-occupancy compliance monitoring, which would occur at regular time intervals, likely on a annual or biennial basis. The costs and timing of the administrative fee structure are currently being discussed at the staff level.

Implementation Documents – Overview.

The proposed legislation would reference the two implementation documents described below, and discuss who, when, and what components of the documents would be updated. The proposed legislation would also reference reporting requirements to various decision-making bodies regarding those updates.

The two implementation documents are:

- Technical Justification
- Handbook for Developers

Both documents would be available online. Developers would access these documents prior to submitting their development review application.

The purpose and contents of each document are described below. Following introduction at the Board of Supervisors, staff would return to the Planning Commission to receive further feedback and recommendations regarding approval of the proposed legislation. At that time, the staff report would include draft versions of both of these implementation documents as appendices.

Technical Justification. The development of the TDM Ordinance framework has primarily been developed by a technical working group comprised of members from the Planning Department, the Transportation Authority, and the SFMTA, in cooperation with Fehr & Peers Associates. The technical working group also hosted a series of workshops attended by other transportation consultants. In addition, key Planning Department and SFMTA staff partnered with Fehr & Peers Associates to undertake an empirical data collection process in San Francisco during the summers of 2014 and 2015.

The Technical Justification document would serve to document the work of the technical working group including an extensive literature review, empirical data collection and

analysis, and consultation with experts in the field. This document would provide the technical basis for the creation of the following:

- TDM Menu (i.e., approximately 30 measures a developer can select from);
- Point System and associated Targets;
- Applicability;
- Exemptions; and,
- Compliance/Compliance Monitoring

The Technical Justification document would also describe:

- Ongoing and future research and data collection effort;
- How the data would be used to refine/expand understanding of TDM efficacy and integrate into model and targets; and
- How various aspects of the program could/would be refined after implementation for the TDM Ordinance including:
  - Adding/changing TDM measures; and
  - Updating the Targets.

Handbook for Developers. The Handbook for Developers document would guide developers through the process of compliance with the TDM Ordinance, from developing a TDM program for a project through on-going compliance once the building is constructed and occupied.

Key contents of the handbook would include:

- TDM Menu (i.e., approximately 30 measures a developer can select from);
- TDM Fact Sheets, which would define each measure in the TDM Menu and how compliance is determined for each measure;
- How developers would use the TDM Menu to reach their Points Target(s);
- How developers may propose TDM measures to be included in the TDM Menu and the associated City review process for approving the TDM measure(s); and
- Compliance/Compliance Monitoring:
  - Physical measures– pre-occupancy site visit, spot audits post-occupancy; and
  - On-going measures – annual compliance (shifting to every 3 years after 5 sequential years of demonstrated compliance).

ISSUES AND CONSIDERATIONS:

Public Outreach and Comment. As part of the Invest component of the Transportation Sustainability Program (i.e., Transportation Sustainability Fee) outreach, City staff informed numerous stakeholders of the basic framework of the Shift component.[13] During adoption proceedings for the Transportation Sustainability Fee and as staff refined the Shift Component proposal, staff has conducted additional outreach to key stakeholders, including: Housing Action Coalition; Council of Community Housing Organizations; San Francisco Human Services Network; Residential Builders Association; Walk SF; San Francisco Planning and Urban Research;

[13] Refer to September 10, 2015 Planning Commission staff report for the Transportation Sustainability Fee for a list of those stakeholders (Case Number 2015-009096PCA).

residential and commercial real estate developers; Livable City; Seifel Consulting; staff at the Department of Environment, Department of Public Health, and Bay Area Air Quality Management District; elected officials; and Building Owners and Management Association of San Francisco (scheduled February 10th).

The proposal thus far has incorporated feedback regarding, but not limited to, applicability, point values associated with individual TDM measures or categories of TDM measures, point targets for different size projects, family-friendly TDM measures, and the definitions regarding individual TDM measures.

Potential Modifications. Staff is interested in general feedback from the Planning Commission on the overall framework for the proposed legislation, as well as more specific feedback on the applicability, grandfathering, and exemptions details, as currently proposed.

NEXT STEPS

Pending feedback from this Planning Commission hearing and other outreach efforts, staff is hopeful that the TDM Ordinance would be drafted and introduced at the Board of Supervisors in March 2016. Prior to introduction at the Board of Supervisors, staff intends to conduct further outreach, including to various neighborhood Citizen Advisory Committees.

Following introduction at the Board of Supervisors, the Planning Commission will consider further feedback and recommendations regarding approval of the proposed legislation. In addition, other opportunities for public input would be facilitated, as deemed necessary and prudent by the elected and appointed officials. At a minimum, such opportunities would include hearings in front of the Board of Supervisors and our partner agencies' governing bodies (i.e., Transportation Authority and the SFMTA).

REQUIRED COMMISSION ACTION

Informational item. No action required.

Attachments:
Attachment A: TDM Menu of Options

Attachment A: TDM Menu of Options

Category - #	Measure
ACTIVE-1	Improve Walking Conditions
ACTIVE -2a	Bicycle Parking; OR
ACTIVE -2b	Bicycle Parking beyond Planning Code
ACTIVE -3a	Showers and Lockers: OR
ACTIVE -3b	Showers and Lockers beyond Planning Code
ACTIVE -4a	Bike Share Location
ACTIVE -4b	Bike Share Membership
ACTIVE -5a	Bicycle Repair Station
ACTIVE -5b	Bicycle Repair Services
ACTIVE -6	Fleet of Bicycles
CSHARE-1a	Car-Share Parking; OR
CSHARE-1b	Car-Share Parking beyond Planning Code
CSHARE-2	Car-Share Membership
DESIGN-1	Multimodal Wayfinding Signage
DESIGN-2	Real Time Transportation Information Displays
DESIGN-3	Delivery Supportive Amenities
LU-1	Grocery Store in Food Desert
LU-2	On-site Affordable Housing
FAMILY-1	Family TDM – Amenities
FAMILY-2	Family TDM – On-site childcare
HOV-1	Public Transit Subsidy
HOV-2	Provide Delivery Services
HOV-3	Shuttle Bus Service
HOV-4	Vanpool Program
HOV-5	Incentives for Sustainable Transportation
MGMT-1	Tailored Transportation Marketing Services
PKG-1	Unbundle Parking
PKG-2	Parking Pricing
PKG-3	Parking Cash Out – Employers
PKG-4	Parking Supply Management

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Executive Summary
Planning Code Amendment Initiation
HEARING DATE: APRIL 28, 2016

Case Number:	**2012.0726PCA**
Project Name:	**Transportation Sustainability Program – Shift Planning Code Amendments Initiation**
Staff Contact:	Rachel Schuett, (415) 575-9030 rachel.schuett@sfgov.org
Prepared by:	Wade Wietgrefe, (415) 575-9050 wade.wietgrefe@sfgov.org
Recommendation:	**Recommend Initiation**

PLANNING CODE AMENDMENT:

The action before the Commission is initiation of the Planning Code amendments described below. Initiation does not involve a decision on the substance of the amendments; it merely begins the required 20 day notice period, after which the Commission may hold a hearing and take action on the proposed Planning Code amendments. A resolution regarding the initiation is provided in Attachment A.

Ordinance amending the Planning Code to establish a citywide Transportation Demand Management (TDM) Program, to require Development Projects to incorporate design features, incentives, and tools that support sustainable forms of transportation; to create a new administrative fee to process TDM Plan applications and compliance reports; and to make conforming amendments to various sections of the Planning Code; affirming the Planning Department's determination under the California Environmental Quality Act, and making findings of public necessity, convenience, and welfare under Planning Code Section 302, and findings of consistency with the General Plan and the eight priority policies of Planning Code Section 101.1.

A Planning Commission informational hearing regarding the Planning Code amendments was held previously on February 11, 2016. For clarity sake, this Executive Summary repeats some of the information provided in the February 11, 2016 Executive Summary. This Executive Summary also updates and provides new information regarding the TDM Program, some based upon feedback received at the February 11th hearing and other outreach conducted between February and April.

OVERVIEW: THE TRANSPORTATION SUSTAINABILITY PROGRAM (TSP)

The City and County of San Francisco (City or San Francisco) is a popular place to work, live and visit, placing strains on the existing transportation network. The City is projected to grow substantially over the next 25 years – by 2040, up to 100,000 new households and 190,000 new jobs are expected in San Francisco.[1] Without enhancements to our transportation network, this

[1] Association of Bay Area Governments (ABAG), *Projections 2013.*

growth could result in more than 600,000 additional cars on our streets – or more than all the cars traveling each day on the Bay and Golden Gate bridges combined.

The Transportation Sustainability Program is an initiative aimed at improving and expanding the transportation system to help accommodate new growth, and creating a policy framework for private development to contribute to minimizing its impact on the transportation system, including helping to pay for the system's enhancement and expansion. The Transportation Sustainability Program is a joint effort by the Mayor's Office, the San Francisco Planning Department, the San Francisco Municipal Transportation Agency ("SFMTA"), and the San Francisco County Transportation Authority ("Transportation Authority"), comprised of the following three components:

1. **Invest: Fund Transportation Improvements to Support Growth.** The Transportation Sustainability Fee ("TSF") is assessed on new development, including residential development, to help fund improvements to transit capacity and reliability as well as bicycle and pedestrian improvements. A Planning Commission hearing was held on September 10, 2015 regarding TSF. The TSF was passed by the Board of Supervisors and signed into law by the Mayor on November 25, 2015 (Board of Supervisors File No. 150790).[2]

2. **Align: Modernize Environmental Review.** This component of the Transportation Sustainability Program would change how the City analyzes impacts of new development on the transportation system under the California Environmental Quality Act ("CEQA"). This reform has been helped by California Senate Bill 743, which requires that the existing transportation review standard, focused on automobile delay (vehicular level of service), be replaced with a more meaningful metric, vehicle miles traveled. Vehicle miles traveled is a measure of the amount and distance that a project causes potential residents, tenants, employees, and visitors of a project to drive, including the number of passengers within a vehicle. Resolution 19579 regarding this reform was adopted at the Planning Commission hearing on March 3, 2016.

3. **Shift: Encourage Sustainable Travel.** This component of the Transportation Sustainability Program would help manage demand on the transportation network through a Transportation Demand Management (TDM) Program, making sure new developments are designed to make it easier for new residents, tenants, employees, and visitors to get around by sustainable travel modes such as transit, walking, and biking. Each measure that would be included in the TDM program is intended to reduce vehicle miles traveled from new development. Shift is the subject of this Planning Code Initiation.

[2] Two additional files were created at the Board of Supervisors for TSF regarding hospitals and health services, grandfathering, and additional fees for larger projects: 151121 and 151257.

These three components are discrete policy initiatives that are programmatically linked through the Transportation Sustainability Program. While each component is useful and necessary on its own, staff concludes that all complement each other and are most effective together. The focus of Planning Code amendment is on the Shift component of the program.

Goals and Additional Benefits. Prior to articulating the elements of the Shift component, this section first outlines the goals and additional benefits of the component.

Goal – Maintain Mobility. The overarching goal of the Transportation Sustainability Program is to maintain mobility, that is, to keep people moving as the city grows. The Shift component of the Transportation Sustainability Program was developed around a desire to minimize the impact of new development on the transportation system. The product of Shift, a TDM Program, would support the goal of maintaining mobility and access by focusing on reducing vehicle miles traveled.

Based on the City's geographic limitations, the City cannot accommodate a substantial increase in vehicles. Therefore, a TDM Program would reduce the impacts from growth to the transportation system by reducing vehicle miles traveled from new residents, tenants, employees, and visitors. A reduction in vehicle miles traveled may result from shifting auto trips to other travel modes, increasing vehicle occupancy through carpool or rideshare activities, or reducing the average trip length by increasing the diversity of land uses in a particular location.

Additional Benefit – Better Environmental Outcomes. Reducing vehicle miles traveled from new development also results in better environmental outcomes. For each mile we drive, our vehicles emit pollutants. Despite technological advancements, the transportation sector continues to account for a large amount of emissions by an increase in vehicle miles traveled.[3]

The transportation sector accounts for 36 percent,[4] 37 percent,[5] and 40 percent[6] of all greenhouse gas emissions in California, San Francisco Bay Area, and San Francisco, respectively. Several state, regional, and local policies are aimed at reducing greenhouse gas emissions. The transportation sector is also responsible for a large percentage of air pollutants that affect the air quality locally and regionally, toxic air contaminants and criteria air pollutants. For example, the transportation sector accounted for 83 percent of oxides of nitrogen emissions statewide, which is a precursor to ozone (criteria air pollutant) and for which a larger area of the state is designated as nonattainment by both the state and federal government.[7]

In addition, vehicle travel consumes substantial amounts of energy. Over 40 percent of California's energy consumption occurs in the transportation sector.[8] Passenger vehicles account for 74 percent of emissions from the transportation sector.[9]

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[3] U.S. Environmental Protection Agency, Our Built and Natural Environments 2nd Ed, June 2013.
[4] California Air Resources Board, First Update to the Climate Change Scoping Plan, May 2014.
[5] Plan Bay Area 2040, Plan Bay Area Environmental Impact Report, July 2013.
[6] San Francisco Department of Environment, San Francisco Climate Action Strategy, October 2013.
[7] California Air Resources Board, Emission Inventory Data, Year 2012.
[8] California Energy Commission, Energy Aware Planning Guide, February 2011.
[9] *Ibid.*

Additional Benefit –Better public health and safety. Reducing vehicle miles traveled from new development also results in better public health and safety outcomes. Public health is improved when trips are made by active modes, primarily trips made by people walking and bicycling, and harmful air pollutants are reduced. The TDM Program would include measures that project sponsors can choose to encourage trips by active modes. In addition, higher total amounts of vehicle travel creates higher crash exposure. Therefore, reducing vehicle miles traveled enhances safety.

Additional Benefit –Improved development review process and projects. The framework developed under the proposed TDM Ordinance would also provide more certainty and flexibility for project sponsors. A project sponsor would know their TDM measure requirements upfront, prior to submitting a development review application. As crafted, the proposed legislation would also provide flexibility to the project sponsor in crafting a TDM program that best fits the needs of their project and neighborhood. The public would also be made more aware of additional TDM requirements for projects, as opposed to the process that is described in The Way It Is Now section.

Developments that offer transportation options are considered an amenity to tenants. Real estate advertisements regularly rate the walkability of the project location, along with proximity to transit, and bicycle facilities. TDM measures that are incorporated into the design of a project or provide ongoing services are considered amenities to development because they enhance convenience and freedom and provide easy-to-use travel options.

Additionally, the vehicle miles traveled reduction associated with certain TDM measures would be accounted for in the air quality, greenhouse gases, and transportation CEQA analyses for a project. A tool developed by a transportation consultant, based upon literature review and San Francisco specific research, would allow the Planning Department to account for those benefits from certain TDM measures. Providing TDM as a way to reduce vehicle miles traveled is also consistent with changes to CEQA pursuant to California Senate Bill 743 and Planning Commission Resolution 19579.

Lastly, the proposed legislation would include a robust implementation strategy to ensure that TDM measures selected by a project sponsor are implemented and that measures offered to project sponsors for inclusion in their TDM program are effective.

THE WAY IT IS NOW:

The Planning Code currently contains a number of development-focused TDM measures, although the requirements are not specifically identified as TDM measures in the Planning Code. Table 1 summarizes these existing TDM measures and a summary of the applicability associated with the Planning Code requirements. As shown in Table 1, depending on the size and land use associated with a project and its Use District, a project may be required to implement TDM measures.

Table 1. Existing Planning Code Transportation Demand Management Requirements

Code Section	*Year Initially Adopted*	*Code Title*	*Summary of Applicability*	
			Residential	*Non-Residential*
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155(g)	1985	General standards as to location and arrangement of off-street parking, freight loading, and service vehicle facilities (i.e., parking pricing)	Not applicable	Applicable in specified districts
155.2	1998	Bicycle parking	Class 1 spaces required for all new units; Class 2 spaces required on lots with four or more units.	Class 1 and Class 2 spaces requirements vary, but generally required for most uses.
155.4	1998	Shower facilities and lockers	Not applicable	Generally required for most uses above 10,000 square feet.
163	1985	Transportation management programs and transportation brokerage services in Commercial and Mixed Use Districts	In the C-3-0(SD) District, applicable where new, converted, or added floor area equals at least 100,000 gross square feet or 100 dwelling units.	Required for new, converted, or added floor area equals at least 25,000 gross square feet of office in specified districts or equals at least 100,000 gross square feet of office in other specified districts
166	2005	Car Sharing	Required starting at 50 dwelling units	Required starting at 25 **parking spaces (bold** emphasis added)
167	2005	Parking costs separated from housing costs in new residential buildings (i.e., parking unbundling)	Required starting at 10 dwelling units	Not applicable
304.5	1978	Institutional Master Plans, including transportation strategies	Not applicable	Required for each Hospital and Post-Secondary Educational Institution, including Group Housing affiliated with such Institution

The majority of the TDM requirements were initially adopted to coincide with the Downtown Plan in 1985 or the Rincon Hill Plan in 2005. Of particular note is the Section 163 requirements first adopted in 1985. This section currently requires projects of certain sizes in certain Use Districts to provide on-site transportation brokerage services for the actual lifetime of the project and prepare a transportation management program. To comply with Section 163, buildings must either provide the services directly themselves or obtain from a broker. Since the inception of Section 163, the only City-approved vendor of transportation brokerage services is Transportation Management Association of San Francisco (TMASF) Connects. Founded as a non-profit in 1989, TMASF Connects membership is made up of 68 San Francisco office buildings.[10] Prior to 2010, TMASF's Work Plan was approved in one-to-four year intervals by the Planning Commission. In 2010, the Planning Commission approved a TMASF Connects Work Plan that extends through 2021 (Motion 18210).

The requirements of a transportation management program are not narrowly defined in Section 163. Planning Department staff created a developer's manual for complying with Section 163, which the third and latest edition was adopted by resolution by the Planning Commission in 1988. The developer's manual describes a program aimed at educating developers, employers, and commuters about the benefits of commuting by public transit or ridesharing, and providing incentives to do so. While elements of the education program and incentives are still relevant today, other elements of the 1988 developer's manual do not reflect the latest understanding in the TDM field.

The Planning Code does not establish an administrative fee for Section 163. In staff's opinion, the lack of a dedicated administrative fee has resulted in limited staff resources to enforce Section 163 and work proactively with TMASF Connects regarding transportation management programs for its member buildings.

Other TDM requirements. A TDM program for a project may be developed during the development review process. The development of a TDM program generally occurs one of four ways: 1) voluntarily, possibly after being identified as improvement measures; 2) as mitigation measures via CEQA; 3) through a negotiated Development Agreement; or 4) through Institutional Master Plan requirements.

Some project sponsors may propose to implement additional TDM measures as valuable amenities for their tenants; or voluntarily agree to implement additional TDM measures after receiving input from City staff to further reduce project impacts to air quality, greenhouse gases, and/or transportation identified during the environmental review process. These TDM measures are typically included as improvement measures in the CEQA document. These improvement measures then can become adopted or modified as conditions of approval for the project.

Conversely, some project sponsors may be required to implement additional TDM measures because of project impacts identified to air quality, greenhouse gases, and/or transportation identified during the environmental review process. These TDM measures are identified as mitigation measures in the CEQA document. These mitigation measures are then required to be

[10] It is estimated approximately 20 to 30 additional buildings are subject to Section 163 requirements, but these buildings are not members of TMASF Connects. Some of these buildings are currently under construction.

adopted as conditions of approval for the project, unless the Planning Commission deems them infeasible.

For projects where the City has entered into a Development Agreement with a project sponsor, a TDM program is typically included as part of the proposed project. In these cases, the components of the TDM program is negotiated between City staff and the project sponsor, often with the assistance of a transportation consultant who conducts an analysis of the project's transportation impacts and who may prepare a formal TDM report.

Institutions may also include a TDM program as part of an Institutional Master Plan, as required under Planning Code Section 304.5. Subsequent projects that may have been identified in an Institutional Master Plan then proceed through one of three processes described above.

Besides those TDM measures that are already known to be required by the Planning Code, the current process creates uncertainty for the project sponsor in terms of potential TDM requirements that may be requested or imposed later in the development review process. The project sponsor does not build these additional TDM measures into their overall development program or their real estate pro forma prior to submitting a development review application. Furthermore, the public is often not aware of the additional TDM requirements mentioned above. Additionally, the reduction associated with various TDM measures are not accounted for in the air quality, greenhouse gases, and transportation CEQA analyses for a project. Instead, the Planning Department's current Transportation Impact Analysis Guidelines for Environmental Review, October 2002, calculates vehicle trips based upon size and type of land use and location. Lastly, as mentioned in the Overview of Transportation Sustainability Program section, the City needs to do more to maintain mobility as our City grows.

THE WAY IT WOULD BE:

TDM Program – Overview. If adopted, the TDM Program would amend the Planning Code to include a set of requirements related to transportation planning for development projects. Based on a review of best practices for TDM legislation passed in several other cities, the most successful models typically do not include the standards and technical details within the legislation itself. Instead, the standards and technical details are included in a separate document(s).

The rationale for including the standards and technical details in separate documents is the TDM field is highly dynamic, due to ongoing data collection and analysis. In order to be nimble, responsive, and up-to-date in this highly dynamic field, while setting clear standards that the Planning Commission would adopt, City staff is currently preparing two implementation documents that would accompany the TDM Ordinance: the Planning Commission Standards for the Transportation Demand Management Program ("TDM Program Standards") and Technical Justification document. The draft structure and contents of both documents are described in further detail below, following the discussion of the details that would be included in the TDM

Ordinance. Following feedback received at this hearing, as well as additional public outreach described later in this report, staff will make available the two implementation documents.[11]

TDM Ordinance – Details. The draft TDM Ordinance would amend the Planning Code to add a new Section 169. This draft new section includes a discussion of findings; definitions; applicability; exemptions; requirements; and monitoring, reporting, and compliance; and a reference to one of the implementation documents. In addition, the draft TDM Ordinance includes amendments to existing Planning Code Sections 151, 163, and 357 and discusses grandfathering and the effective date. Some of these details are summarized below. For full details, refer to the draft TDM Ordinance, provided in Attachment B.

Applicability. The draft TDM Ordinance would apply to all development projects, including change of uses, with greater than or equal to 10 dwelling units, 10 or more beds in a group housing or residential care facility, or 10,000 square feet of space other than residential, except as described in the exemptions description, below.

Residential – Nine Dwelling Units (or Less). Residential projects with nine dwelling units or less are proposed not to be applicable as these size developments may not have space to accommodate or resources to implement many of the TDM measures. In addition, these developments, based on the existing pipeline represent only a small portion of overall development in the City (three percent)[12] and associated vehicle trips. Furthermore, it would take a disproportionate amount of staff resources to monitor compliance for these small residential projects, given the number of applications these projects represent.[13]

Small Non-Residential Projects. Non-residential projects with less than 10,000 square feet are proposed not to be applicable because many TDM measures are not relevant for a project of this size and these types of development typically reduce overall vehicle trips by increasing diversity of land uses in a neighborhood.

These non-applicable projects would still be subject to any existing applicable Planning Code TDM requirements identified in Table 1.

Exemptions. The draft TDM Ordinance proposes to exempt one hundred percent affordable housing projects and parking garages and parking lots, as defined in Section 102.

One Hundred Percent Affordable Housing Projects. One hundred percent affordable housing projects are proposed to be exempt from the legislation because based upon a review of 63 affordable housing projects over the last 10 years, 52 of these projects were built with little (20 off-street vehicular parking spaces or fewer) to no off-street vehicular parking. Therefore, these types of development would not need further incentives to reduce vehicle miles traveled anyway.

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[11] When drafted, the implementation documents will be posted online at: http://sf-planning.org/transportation-sustainability-program. An email notification will be sent to the Transportation Sustainability Program email listserv when the documents become available. People can subscribe for updates at the above website or email TSP@sfgov.org to be added to this email listserv.

[12] Based upon a San Francisco Development Pipeline, Quarter 2 report. The report identifies a total of 61,559 units in the pipeline, of which 1,870 units are from projects with 20 units or less.

[13] Based upon a San Francisco Development Pipeline, Quarter 2 report. Although these projects represent only 3 percent of total units in the pipeline, they represent 78 percent (793 out of 1,017) of all projects with dwelling units in the pipeline.

Parking Garages and Parking Lots. The purpose of the TDM Program is to reduce vehicle miles traveled, using an efficiency metric (e.g., per capita, per employee), from new development. The purpose of parking lots and parking garages is to accommodate automobile use. It would be counterintuitive to apply a TDM Program that would defeat the purpose of the facilities. Second, the Planning Code requires a conditional use authorization for these uses in most Use Districts. Lastly, through the environmental review process, these types of uses may be considered to have significant impacts on vehicle miles traveled, which would result in alternatives and mitigation measures that seek to reduce the vehicle miles traveled impacts of such uses.

These exempt projects would still be subject to any existing applicable Planning Code TDM requirements identified in Table 1.

Requirements. The draft TDM Ordinance requires project sponsors to submit a TDM Plan with a first Development Application. The TDM Plan is required to document the project's compliance with Section 169 and one of the implementation documents, TDM Program Standards. The final TDM Plan becomes conditions of approval for projects.

Monitoring, Reporting, and Compliance. The draft TDM Ordinance requires a project sponsor to commit to monitoring, reporting, and compliance throughout the life of the project. This is to ensure that the TDM Plan committed to in the conditions of approval is being implemented. The monitoring, reporting, and compliance consists of four basic parts: maintaining a TDM coordinator (refer to Attachment C for draft description), which can include providing on-site transportation brokerage services; allowing City staff to access the property for monitoring, reporting, and compliance; facilitating a site inspection prior to issuance of a first certificate of occupancy; and submittal of periodic compliance reports. Each of these parts is briefly described further in the TDM Program Standards – Details heading below.

TDM Program Standards. The draft TDM Ordinance requires the Planning Commission to adopt TDM Program Standards[14], in consultation with the SFMTA and the Transportation Authority. This document is described further in TDM Program Standards – Details heading below.

Section 151. Minimum off-street parking requirements would be reduced, only to the extent needed that such reduction is part of a project's compliance with a TDM Program set forth in Planning Code Section 169. For example, a project is required pursuant to Planning Code Section 151 to provide 50 parking spaces. The project has provided 40 parking spaces and measures from the TDM Menu of Options described below. The 40 parking spaces would still be considered required parking spaces, but the other 10 parking spaces would be reduced.

Section 163. The projects currently subject to Section 163 (refer to Table 1 above) would continue to be required to provide on-site transportation brokerage services, which would serve as a TDM Coordinator for purposes of Section 169. The draft TDM Ordinance would remove language requiring preparation of a transportation management program as defined in Section 163. Instead, these projects would be required to include a TDM Plan pursuant to Section 169, which reflects the latest understanding of effective TDM Plans.

[14] In the February 11, 2016 Executive Summary, this document was referred to as the Handbook for Developers.

Section 357. The draft TDM ordinance identifies a fee structure to fund the costs of administering the TDM Program: an initial one-time administrative fee that would cover development review of a TDM Plan and pre-occupancy compliance; a periodic compliance fee for post-occupancy compliance monitoring; and an optional fee to update the TDM Plan after approval. The administrative fees identified in the draft TDM Ordinance are preliminary in nature and may be updated during the legislative process to reflect a refined understanding of staff time and rates to implement the TDM Program.[15] The administrative fees are an important element of the TDM Program to ensure TDM Plans are being implemented.

Grandfathering and Effective Date. The requirements of the TDM Program would apply to projects that filed a development application or environmental review application before the effective date of Section 169, and have not received approval of any such development application. The effective date of Section 169 would be 30 days after enactment.

Since July 2014, during the transportation review process, Planning staff has requested project sponsors consider providing additional TDM measures via a TDM Checklist. The TDM Checklist includes many of the TDM measures considered in this proposed TDM Program. If the Planning Commission initiates the Planning Code amendments, Planning staff will update the TDM Checklist and provide language regarding the proposed TDM Program in Preliminary Project Assessment letters to alert project sponsors of the proposed TDM Program. Staff believes with these steps, combined with the robust outreach conducted thus far for the Transportation Sustainability Program, project sponsors should have adequate time to accommodate to any changes that may be required to projects due to the TDM Program.

TDM Program Standards – Details. The draft TDM Ordinance requires the Planning Commission to adopt TDM Program Standards. The TDM Program Standards would provide step-by-step instructions for developing a TDM Plan; describe monitoring, reporting, and compliance in detail; and discuss TDM Program updates. The following is a summary of information from the TDM Program Standards:

TDM Program Requirements. The section would provide the information needed to fill out and submit a TDM Plan Application. The TDM Plan Application would require the project sponsor to understand the requirements specific to the project. The requirements would be based upon meeting a Target. This section would define and discuss the Target, describe how a project would achieve the Target, and describe the information needed for the TDM Plan Application.

Target. Each project subject to the TDM Program would be required to meet a Target. The Target would be based upon the land use associated with the project and the number of accessory parking spaces proposed for the land use. In order to maintain mobility in the City, the number of vehicles coming and going from a development site is more important to manage than the ratio of vehicles to overall units or non-residential square footage at a project site (or parking ratio). The Planning Code contains definitions for over 100 different land uses.

[15] At the April 21, 2016 Planning Commission hearing, proposed legislation is being considered that would delete the administrative fee amounts from the Planning Code and place them in an uncodified section (Planning Case No 2016-004497PCA). If that proposed legislation is adopted prior to the draft TDM Ordinance adoption, the draft TDM Ordinance would be updated to be consistent with that legislation and vice versa.

In order to simplify application of the draft TDM Ordinance, land use definitions are classified into four land use categories, as shown in Table 2.

Table 2: Land Use Categories and Targets

Land Use Category	*Typical Land Use Type*	*# of Parking Spaces proposed by Land Use*	*Target*
A	Retail	Base number: 0 <= 4	Base Target: 13 points
		Each additional 2[1]	1 additional point
B	Office	Base number: 0 <= 20	Base Target: 13 points
		Each additional 10[1]	1 additional point
C	Residential	Base number: 0 <= 20	Base Target: 14 points
		Each additional 10[1]	1 additional point
D	Other	Any # of parking spaces	3 points

1. For each additional parking space proposed above the base number, the number of parking spaces would be rounded up to the next highest Target. For example, a project within Land Use Category C that proposes 21 parking spaces would be subject to a 15 point Target.

The following provides some typical types of land uses that fall within each of the four land use categories. Land Use Category A: formula retail, museums, entertainment venues, and grocery stores. Land Use Category B: office, child care facility, school. Land Use Category C: residential. Land Use Category D: internet service exchange, manufacturing, and production, distribution, and repair. A complete list of land uses classified from the Planning Code into land use categories is included as Attachment D: Proposed Land Use Categories for TDM Targets. The rationale for the land use categories will be described in the Technical Justification document.

The Base Target that all projects within Land Use Category A, B, and C would be required to meet is set at 25% of the total reasonably available number of points available in the relevant land use categories. Given the infrequency of development applications for land uses associated with Land Use Category D, the uniqueness of these land uses, the trip generation for these uses is comparatively much lower than the other land use categories, and, as a result, that these land uses would not substantially affect vehicle miles traveled, all remaining land uses other than residential with greater than 10,000 square feet would be required to achieve a Target of three points. Through the environmental review process, although rare, some projects may be required to implement additional TDM as mitigation measures that go beyond the Base Target.

As would be described more in the Technical Justification document, literature review has indicated that an area with a high off-street vehicular parking supply may generate more overall vehicular traffic than an area with a low off-street vehicular parking supply.[16] Therefore, more incentives and tools to support non-auto modes and disincentives to using personal vehicles (i.e., TDM measures) are needed at a site with a greater amount of off-street vehicular parking spaces than a site with fewer off-street vehicular parking spaces to encourage sustainable travel and reduce vehicle miles traveled. This approach does not restrict the ability of project sponsors to build off-street vehicular parking up to existing Code requirements or allowances; instead, it provides flexibility to project sponsors in developing a TDM plan to reduce vehicle miles traveled that best fits the programming needs of the development and neighborhood.

Mixed Use Projects. For projects that propose a mix of land uses, each land use is grouped into one of the four land use categories. All land uses associated with one land use category is subject to the same Target. If a project includes multiple land use categories, each land use category is subject to a separate Target. If one land use is subject to the TDM Ordinance (e.g., 100 market-rate units), it does not pull in other land uses that are not applicable to the TDM Ordinance (e.g., 9,000 square feet of retail). Examples would be provided in the TDM Program Standards.

Calculating the Number of Parking Spaces Proposed by Land Use Category. The Target for a project is based on the number of accessory parking spaces proposed by land use category. For Change of Use and Additions, the Target is based on the number of "net new" accessory parking spaces associated with the land use category. For New Construction and Replacement of Use projects, no credit is given to existing parking. Examples would be provided in the TDM Program Standards.

TDM Menu of Options. A project sponsor in Land Use Categories A, B, or C could potentially[17] select from 26 TDM measures in the TDM Menu of Options (TDM Menu) to achieve the Target. The 26 TDM measures are grouped into eight different categories: Active Transportation, Car-Share, Delivery, Family, High-Occupancy Vehicles, Communications and Information, Land use, and Parking. Of the 26 TDM measures, a project sponsor could potentially select one or more options from 13 TDM measures. A project sponsor with a project in Land Use Category D would be required to achieve a Target of three points from a list of seven TDM measures. The draft TDM Menu, including TDM measure applicability by Land Use Category and point assignment, is included as Attachment E: Draft TDM Menu of Options. The measures in the TDM Menu include some of the TDM requirements identified in Table 1.

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[16] Literature review includes, but is not limited to: Chris McCahill, et al., "Effects of Parking Provision on Automobile Use in Cities: Inferring Causality," Transportation Research Board, November 13, 2015; Daniel Chatman, "Does Transit-Oriented Development Need the Transit?", Access, Fall 2015; and Rachel Weinberger, "Death by a thousand curb-cuts: Evidence on the effect of minimum parking requirements on the choice to drive," Transport Policy, March 2012.

[17] Not all TDM measures are applicable to each land use category.

As stated in the draft TDM Ordinance, each measure in the TDM Menu shall be designed to reduce vehicle miles traveled by site residents, tenants, and visitors and must be under the control of the project sponsor, property owner, or tenant. Each of the TDM measures in the TDM Program Standards shall be assigned a number of points, reflecting its relative effectiveness to reduce vehicle miles traveled. These relative effectiveness determinations shall be grounded in literature review, local data collection, best practice research, and/or professional transportation expert opinion.

Fact Sheets. A fact sheet would be provided for each TDM measure. Each fact sheet would include a description of the TDM measure, the land use categories that the measure may be applied to, the points value(s) associated with the TDM measure, instructions for assigning points (where applicable), and compliance requirements during development review, prior to occupancy, and on an ongoing basis for the life of the project. In addition, each fact sheet would include relevant municipal code references. The fact sheets would be provided as an appendix in the TDM Program Standards.

Projects with a Substantial Amount of Parking. A project may initially propose more parking spaces than the TDM Menu has measures and associated points available for that many parking spaces. The following identifies the approximate[18] number of parking spaces for each land use category when no more points associated with measures are reasonably available[19] for the project:

- Land Use Category A (Retail Type Uses) = 51 parking spaces.
- Land Use Category B (Office Type Uses) = 259 parking spaces.
- Land Use Category C (Residential Type Uses) = 279 parking spaces.

Given no more measures and points are available for these projects, these projects would be required to park at or below the neighborhood parking rate for their land use category. The methodology regarding the neighborhood parking rate would be provided in the Technical Justification document.

TDM Tool. A Microsoft Excel-based, downloadable TDM Tool would be provided on the Planning Department's website. A project sponsor would be required to use the TDM Tool to describe basic project characteristics and select the TDM measures to be included in the TDM Application. The Target in the TDM Tool would be automatically calculated based upon the number of accessory parking spaces proposed for the land use category. An instruction manual for the TDM Tool would be provided as an appendix in the TDM Program Standards.

TDM Plan Application Submittal. A TDM Plan Application would be provided on the Planning Department's website. A project sponsor would be required to fill out the TDM Application, which would require, but not limited to, the following:

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[18] Exact number would vary and would need to be determined if a project approaches this number of parking spaces. Given some of the TDM measures are based upon location or the size or type of the land use associated with the project, an approximate number is given, instead of an exact number.

[19] The Technical Justification Document would document the methodology for identifying the total number of reasonable available points for each land use category, as every measure is not applicable to every land use. In addition, this number of parking spaces assumes the HOV-2 Shuttle Bus Service measure is not available.

- Check for the TDM Plan Review Application fee (which covers Development Review and Pre-Occupancy Compliance), payable to the San Francisco Planning Department;
- A copy of the TDM Coordinator Description (i.e., Attachment C);
- A copy of the Basic Project Characteristics tab from the TDM Tool;
- For each Land Use Category associated with the project, a copy of the Land Use Category tab from the TDM Tool;
- For each TDM measure selected, a copy of the associated fact sheet;
- Plans that illustrate the location, number, and/or dimensions of physical TDM measures (e.g., bicycle parking, car-share parking, etc.);
- For programmatic measures (e.g., tailored transportation marketing services, contributions or incentives for sustainable transportation, etc.), the project sponsor should include a description of the services to be provided; and
- A signed statement committing to the basic TDM Program requirements and clarifying that of different options in meeting the Target, the project sponsor selected the TDM measures included in the TDM Application.

TDM Plan Development Review and Approval. This section would discuss the TDM Plan development review process and approval process for the Planning Department and Planning Commission.

Monitoring, Reporting, and Compliance. This section would describe more in detail pre-occupancy and ongoing compliance.

Pre-Occupancy Compliance. Prior to receiving the first Certificate of Occupancy and after the project sponsor has completed construction and installation of all physical measures of their TDM plan, including the location and dimensions of car-share, vehicular, bicycle parking spaces, etc. and purchase of amenities such as bicycles, carts, tools, etc., the project sponsor would be required to submit an online request for a site visit. If an online request form is not available, City staff would track and monitor the building permit approval process for projects subject to the TDM Ordinance and notify project sponsor of the site visit requirement. After the project sponsor would submit a request for a site visit or concurrent with the City staff notifying the project sponsor of the site visit requirement, City staff would provide project sponsors with a copy of the final TDM plan that outlines the TDM measures that the project sponsor has agreed to provide and schedule a site visit.

After receiving the final TDM Plan, the project sponsor would add contact information for the TDM Coordinator. If available, the project sponsor would also include any additional information regarding the TDM plan and/or individual TDM measures. For example, the project sponsor might include additional information regarding an online sign-up system for a TDM measure. The project sponsor would then be required submit to City staff an electronic copy of the amended TDM plan and an electronic copy of a signed letter stating that the project sponsor agrees to distribute a copy of the amended TDM plan with new employee packets, tenant lease documents, and/or deeds to each new employee or tenant. City staff would review the amended TDM plan and letter as part of a pre-occupancy compliance form and may contact

the designated TDM Coordinator to confirm that the project sponsor is prepared to implement programmatic measures as specified in the project approvals.

After the aforementioned is completed, City staff would conduct the site visit. During the site visit, City staff would verify that all physical measures have been provided as specified in the project approvals and complete corresponding sections of a pre-occupancy compliance form for programmatic measures. Following the site visit for physical measures and submittal of any documentation required for physical and programmatic measures, City staff would review the documentation and finalize a pre-occupancy compliance form. When the project sponsor receives an approved pre-occupancy compliance form, the first Certificate of Occupancy from the Department of Building Inspection may occur, pending no other City approvals are required.

Ongoing Compliance. For Land Use Categories A, B, and C, during the life of the project, City staff would verify that the project sponsor is maintaining physical measures and continuing to provide programmatic measures as specified in project approvals. For the life of the project, the project sponsor would submit annual ongoing compliance forms, supporting documentation, and an ongoing administrative fee, commencing 18 months after initial occupancy.

If a project is in good standing (i.e., submits satisfactory ongoing compliance forms for five consecutive years), then the project's requirement would shift to one submittal every three years. If, at any time, the project fails to demonstrate compliance, the project would revert to annual submittal of an ongoing compliance form until the project again demonstrates five consecutive years of compliance.

City staff would visit projects once every three years to confirm ongoing compliance. Project sponsors would not necessarily be informed in advance of these site visits. In addition, City staff would make each TDM plan available online and would investigate and respond to complaints from the public of non-compliance.

For Land Use Category D, all TDM measures provided as options for Land Use Category D projects are physical, rather than programmatic. No compliance would be required on an ongoing basis, although random audits may be performed by City staff without being subject to the ongoing administrative fee. In addition, City staff would make each TDM plan available online and would investigate and respond to complaints from the public of non-compliance.

TDM Program Updates. This section would describe TDM Program updates made by Planning, including potential updates to the TDM Menu and reporting requirements to City decision-makers.

Potential updates to the TDM Menu may occur, consistent with the dynamic nature of the TDM field. The purpose of the updates would be to reflect new findings (literature review, local data collection, best practice research, and/or professional transportation expert opinion) on the efficacy of the measures in the TDM Menu or for measures not previously included in the TDM Menu. Proposed updates could include addition or removal of measures, or adjustment of definition, points, or compliance actions associated with measures. Proposed updates would be made in consultation with SFMTA and Transportation Authority staff. Minor updates would be made at the discretion of the Planning Director or designee. Substantive updates would require Planning Commission approval prior to being implemented. Substantive updates are defined as follows: 1) proposed addition of a new measure to the TDM Menu; 2) proposed increase or

decrease of five points or more for an existing measure on the TDM Menu; 3) proposed increases or decreases related to multiple existing TDM Menu measures that result in a cumulative change of 10 points or more (increase or decrease); or 4) proposed increase or decrease of a Target for any land use category by three points or more.

In addition to the TDM Menu updates, the draft TDM Ordinance would require that every four years, following the periodic updates to San Francisco Countywide Transportation Plan prepared by the Transportation Authority, the Planning Department would prepare a report analyzing the implementation of the TDM Program and describing any proposed changes to the TDM Program Standards (e.g., updates to the TDM Menu described above). The Planning Department would present such report to the Planning Commission and Board of Supervisors during public hearings.

Technical Justification – Details. The TDM Program has primarily been developed by a technical working group comprised of members from the Planning Department, the Transportation Authority, and the SFMTA, in cooperation with Fehr & Peers Associates. The technical working group also hosted a series of workshops attended by other transportation consultants. In addition, key Planning Department and SFMTA staff partnered with Fehr & Peers Associates to undertake an empirical data collection process in San Francisco during the summers of 2014 and 2015.

The Technical Justification document would serve to document the work of the technical working group including an extensive literature review, best practice research, empirical data collection and analysis, and consultation with experts in the field. This document would provide the technical basis for the creation of the applicability, Targets, and assignment of points to individual measures in the TDM Menu.

ISSUES AND CONSIDERATIONS:

Public Outreach and Comment. As part of the Invest component of the Transportation Sustainability Program (i.e., Transportation Sustainability Fee) outreach, City staff informed numerous stakeholders of the basic framework of the Shift component.[20] During adoption proceedings for the Transportation Sustainability Fee and as staff refined the Shift Component proposal, staff has conducted additional outreach to key stakeholders, including: Housing Action Coalition; Council of Community Housing Organizations; San Francisco Human Services Network; Residential Builders Association; Walk SF; San Francisco Planning and Urban Research; residential and commercial real estate developers; Livable City; Seifel Consulting; staff at the Department of Environment, Department of Public Health, and Bay Area Air Quality Management District; elected officials; and Building Owners and Management Association of San Francisco.

Since the February 11th Planning Commission informational hearing regarding the Shift component, staff has conducted or intends on conducting further outreach with the following stakeholders: Market-Octavia Citizens Advisory Committee, Eastern Neighborhoods Citizens Advisory Committee, Transportation Authority Citizens Advisory Committee (scheduled April

[20] Refer to September 10, 2015 Planning Commission staff report for the Transportation Sustainability Fee for a list of those stakeholders (Case Number 2015-009096PCA).

27th), SFMTA Citizen Advisory Committee (scheduled May 5th), Potrero Boosters Neighborhood Association (scheduled May 11th), Transportation Authority Plans and Programs (scheduled May 17th), SFMTA Board (scheduled May 17th), an Open House at San Francisco Planning Department (scheduled May 18th), and Environment Commission (scheduled May 24th). Following adoption at the Planning Commission, the legislation would be forwarded to the Board of Supervisors for their consideration. This process would provide further opportunities for public input.

The proposal thus far has incorporated feedback regarding, but not limited to, applicability, point values associated with individual TDM measures or categories of TDM measures, Targets for different size projects, family-friendly TDM measures, and the definitions regarding individual TDM measures.

Potential Modifications. Staff is interested in specific feedback from the Planning Commission regarding grandfathering and TDM Program Updates as it relates to Planning Commission approval and reporting, as currently proposed. In addition, staff is interested if the Planning Commission has recommendations regarding potential incentives to offer project sponsors that may voluntarily go above and beyond the Target required for their project as part of their TDM Plan.

REQUIRED COMMISSION ACTION

The proposed Resolution is before the Commission so that it may recommend approval or disapproval to initiate the Planning Code amendments.

RECOMMENDATION

The Department recommends that the Commission recommend *approval* of the resolution of intent to initiate the Planning Code amendments.

BASIS FOR RECOMMENDATION

The TDM Program herein is the third component, Shift, of the Transportation Sustainability Program, a policy initiative aimed at maintaining mobility as our City grows. The two adopted components of the Transportation Sustainability Program will provide funding for sustainable modes of transportation to support growth from new development or improve the development review process so that sustainable modes of transportation projects may be delivered faster. The results of these two components could lead to a shift in travel behavior from new residents, tenants, employees, and visitors. However, the adoption of the Shift Component will complement the other two components by providing those new residents, tenants, employees, and visitors more tools (i.e., TDM measures) to travel by sustainable modes.

RECOMMENDATION:	**Approval to Initiate**

Attachments:

Attachment A: Resolution to Initiate the Draft Ordinance
Attachment B: Draft Ordinance
Attachment C: Draft TDM Coordinator Description
Attachment D: Draft Land Use Categories for TDM Targets
Attachment E: Draft TDM Menu of Options

ATTACHMENT A: RESOLUTION TO INITIATE THE DRAFT ORDINANCE

SAN FRANCISCO
PLANNING DEPARTMENT

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Planning Commission Resolution No. _____

HEARING DATE: APRIL 28, 2016

Case No.:	**2012.0726PCA**
Project:	**Transportation Sustainability Program – Shift Planning Code Amendments Initiation**
Staff Contact:	Rachel Schuett, (415) 575-9030 rachel.schuett@sfgov.org
Recommendation:	**Recommend Initiation**

INITIATING AMENDMENTS TO THE PLANNING CODE TO ESTABLISH A NEW CITYWIDE TRANSPORTATION DEMAND MANAGEMENT (TDM) PROGRAM, ACCOMPANIED BY AN ADOPTED TDM PROGRAM STANDARDS DOCUMENT, WHICH ESTABLISHES A FRAMEWORK OF TDM REQUIREMENTS FOR NEW DEVELOPMENT PROJECTS, TO MAKE SURE THAT THESE PROJECTS ARE DESIGNED TO ENCOURAGE RESIDENTS, TENANTS, EMPLOYEES AND VISITORS TO GET AROUND USING SUSTAINABLE MODE OF TRAVEL SUCH AS TRANSIT, WALKING, AND BICYCLING, AND TO CREATE A NEW ADMINISTRATIVE FEE SCHEDULE TO PROCESS TDM PLAN APPLICATIONS AND COMPLIANCE REPORTS.

PREAMBLE

WHEREAS, the "Transit First Policy" in the City Charter declares that public transit is "an economically and environmentally sound alternative to transportation by individual automobiles", and that within the City, "travel by public transit, by bicycle and on foot must be an attractive alternative to travel by private automobile"; and

WHEREAS, the City has many plans policies and initiative that seek to encourage safe travel by active modes of transportation including the San Francisco Bicycle Plan, the Green Connections Plan, the Better Streets Plan, Vision Zero, and others; and

WHEREAS, travel by transit, bicycle, or on foot are considered to be trips made sustainable modes of transportation; and

WHEREAS, according to Plan Bay Area 2040, the Bay Area's Regional Transportation Plan and Sustainable Community Strategy, San Francisco is expected to grow by approximately 191,000 jobs and 102,000 households between 2010 and 2040; and

WHEREAS, this growth will generate an increased demand for transportation infrastructure and services on an already constrained transportation system; and

WHEREAS, one of the challenges posed by this growth is the increased number of single occupancy vehicle trips, and the pressure they add to San Francisco's limited public streets and rights-of-way, contributing to congestion, transit delays, and public health and safety concerns, and the air pollution, greenhouse gas (GHG) emissions, and noise caused by motorized vehicles, which negatively impact the quality of life in the City; and

WHEREAS, at the state level, the Congestion Management Law, Gov. Code Section 65088, has established that in order to reduce the state's traffic congestion crisis and "keep California moving," it is important to build transit-oriented development, revitalize the state's cities, and promote all forms of transportation; and

WHEREAS, various policies have been adopted at the state level that set GHG reduction targets including, Assembly Bill 32, the California Global Warming Solutions Act of 2006 (Chapter 488, Statutes of 2006), Executive Orders B-30-15, S-3-05 and B-16-12, Senate Bill 375, the Sustainable Communities and Climate Protection Act of 2008 (Chapter 728, Statutes of 2008); and

WHEREAS, local plans and policies including Plan Bay Area 2040, the GHG Reduction Ordinance, and the San Francisco Climate Action Strategy 2013 Update also set GHG reduction targets; and

WHEREAS, the transportation sector contributes significantly to GHG emissions and, as a result, many GHG emissions reduction targets are accompanied by targets to reduce vehicle miles traveled and to increase non-automobile mode share; and one of the ways identified to achieve these targets is through a requirement for the inclusion of transportation demand management (TDM) measures for new development; and

WHEREAS, the importance of TDM strategies are acknowledged in the Transportation Element of the General Plan, the San Francisco County Transportation Plan; and

WHEREAS, many Area Plans including each of the Area Plans within Eastern Neighborhoods and the Transit Center District Plan identify policies for the development of a TDM program for the Plan Area; and

WHEREAS, the proposed legislation would establish a citywide TDM program for new development; and

WHEREAS, the proposed legislation seeks to promote sustainable travel modes by requiring new development projects to incorporate design features, incentives and tools that support transit, ride-sharing, walking, and bicycle riding for the residents, tenants, employees, and visitors of their projects; and

WHEREAS, the goals of the proposed legislation are to help keep San Francisco moving as the city grows, and to promote better environmental, health and safety outcomes, consistent with state, regional and local policies; and

WHEREAS, the Planning Commission (hereinafter "Commission") conducted a duly noticed public hearing at a regularly scheduled meeting to consider the proposed Ordinance on April 28, 2016; and

WHEREAS, the Commission has heard and considered the testimony presented to it at the public hearing and has further considered written materials and oral testimony presented on behalf of Department staff and other interested parties; and

WHEREAS, the all pertinent documents may be found in the files of the Department, as the custodian of records, at 1650 Mission Street, Suite 400, San Francisco; and

WHEREAS, the Commission has reviewed the proposed Ordinance:

MOVED, that pursuant to Planning Code Section 302(b), the Planning Commission Adopts a Resolution of Intent to Initiate amendments to the Planning Code.

AND BE IT FURTHER RESOLVED, That pursuant to Planning Code Section 306.3, the Planning Commission authorizes the Department to provide appropriate notice for a public hearing to consider the above referenced Planning Code amendments contained in the draft ordinance, approved as to form by the City Attorney in **Attachment B**, to be considered at a publicly noticed hearing on or after July 7, 2016.

I hereby certify that the foregoing Resolution was ADOPTED by the San Francisco Planning Commission on April 28, 2016.

Jonas Ionin
Commission Secretary

AYES:

NOES:

ABSENT:

ATTACHMENT B: DRAFT ORDINANCE

FILE NO. ORDINANCE NO.

[Planning Code - Transportation Demand Management Program Requirement]

Ordinance amending the Planning Code to establish a citywide Transportation Demand Management (TDM) Program, to require Development Projects to incorporate design features, incentives, and tools that support sustainable forms of transportation; to create a new administrative fee to process TDM Plan applications and compliance reports; and to make conforming amendments to various sections of the Planning Code; affirming the Planning Department's determination under the California Environmental Quality Act, and making findings of public necessity, convenience, and welfare under Planning Code Section 302, and findings of consistency with the General Plan and the eight priority policies of Planning Code Section 101.1.

NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
Additions to Codes are in *single-underline italics Times New Roman font*.
Deletions to Codes are in ~~*strikethrough italics Times New Roman font*~~.
Board amendment additions are in double-underlined Arial font.
Board amendment deletions are in ~~strikethrough Arial font~~.
Asterisks (* * * *) indicate the omission of unchanged Code subsections or parts of tables.

Be it ordained by the People of the City and County of San Francisco:

Section 1. Findings. The Board of Supervisors of the City and County of San Francisco hereby finds and determines that:

(a) The Planning Department has determined that the actions contemplated in this ordinance comply with the California Environmental Quality Act (California Public Resources Code Section 21000 et seq.). Said determination is on file with the Clerk of the Board of Supervisors in File No. _____, and is incorporated herein by reference. The Board affirms this determination.

(b) On _____, the Planning Commission, in Resolution No. _____, adopted findings that the actions contemplated in this ordinance are consistent, on balance, with the City's General Plan and eight priority policies of Planning Code Section 101.1. The Board adopts these findings as its own. A copy of said Resolution is on file with the Clerk of the Board of Supervisors in File No. _____, and is incorporated herein by reference.

(c) On _____, the Planning Commission, in Resolution No. _____, approved this legislation, recommended it for adoption by the Board of Supervisors, and adopted findings that it will serve the public necessity, convenience and welfare. Pursuant to Planning Code Section 302, the Board adopts these findings as its own. A copy of said Resolution is on file with the Clerk of the Board of Supervisors in File No. _____, and is incorporated herein by reference.

Section 2. The Planning Code is hereby amended by adding Sections 169,169.1, 169.2, 169.3, 169.4, 169.5, and 169.6, to read as follows:

SEC. 169. TRANSPORTATION DEMAND MANAGEMENT PROGRAM.

Sections 169 through 169.6 (hereafter referred to collectively as "Section 169") set forth the requirements of the Transportation Demand Management Program (TDM Program).

SEC. 169.1. FINDINGS.

(a) According to Plan Bay Area 2040, the long-range integrated transportation and land-use/housing strategy for the San Francisco Bay Area through 2040 adopted in 2013 by the Association of Bay Area Governments and the Metropolitan Transportation Commission, San Francisco is expected to grow by approximately 191,000 jobs and 102,000 households from 2010 to 2040.

(b) This growth will generate an increased demand for transportation infrastructure and services on an already constrained transportation system. One of the challenges posed by this growth is the increased number of single occupancy vehicle trips, and the pressures they add to San Francisco's limited public streets and rights-of-way, contributing to congestion, transit delays, and public health and safety concerns caused by motorized vehicles, air pollution, greenhouse gas (GHG) emissions, and noise, thereby negatively impacting the quality of life in the City.

(c) The Transportation Sustainability Program, or TSP, is aimed at accommodating this new growth while minimizing its impact on San Francisco's transportation system. It is a joint effort of the Mayor's Office, the Planning Department, the San Francisco County Transportation Authority, and the San Francisco Municipal Transportation Agency that has spanned many years and has involved a robust process of public outreach and discussion. The TSP includes three separate but related policy initiatives: the Transportation Sustainability Fee (TSF); the modernization of San Francisco's environmental review process under the California Environmental Quality Act (CEQA); and the Transportation Demand Management (TDM) Program.

(1) The first component, the TSF, seeks to fund transportation improvements to support new growth by charging a development impact fee on new development. The City approved the TSF in 2015 with the enactment of Ordinance No. 200-15 (Board of Supervisors File No. 150790).

(2) The second component, the modernization of the environmental review process under CEQA, has been shepherded by the State under Senate Bill 743 (Stats. 2013. C. 386, now codified in Public Resources Code Section 21099). SB 743 required the Office of Planning and Research (OPR) to develop new guidelines to replace the existing transportation review standard, focused on automobile delay, with new criteria that "promote the reduction of greenhouse gas emissions, the development of multimodal transportation networks, and a diversity of land uses." OPR recommended a replacement metric of Vehicle Miles Traveled, or VMT, that is, the amount and distance of automobile travel attributable to a project. The Planning Commission unanimously

approved a Resolution adopting changes consistent with implementation of SB 743, including the use of Vehicle Miles Traveled as the metric for calculating transportation-related environmental impacts, at its hearing on March 3, 2016 (Planning Commission Resolution No. 19579).

(3) The third component creates the TDM Program, detailed in Section 169. The TDM Program seeks to promote sustainable travel modes by requiring new development projects to incorporate design features, incentives, and tools that support transit, ride-sharing, walking, and bicycle riding for the residents, tenants, employees, and visitors of their projects.

(d) State and regional governments have enacted many laws and policy initiatives that promote the same sustainable transportation goals the TDM Program seeks to advance. For instance, at the state level, the Congestion Management Law, Gov. Code Section 65088, establishes that to reduce the state's traffic congestion crisis and "keep California moving," it is important to build transit-oriented development, revitalize the state's cities, and promote all forms of transportation. Assembly Bill 32, the California Global Warming Solutions Act of 2006 (Chapter 488, Statutes of 2006), requires statewide GHG reductions to 1990 levels by 2020. Executive Orders B-30-15, S-3-05 and B-16-12 set forth GHG reduction targets beyond that year, to 2050. Senate Bill 375, the Sustainable Communities and Climate Protection Act of 2008 (Chapter 728, Statutes of 2008) supports the state's climate action goals to reduce GHG emissions through coordinated transportation and land use planning with the goal of creating more sustainable communities. Under this statute, the California Air Resources Board establishes GHG reduction targets for metropolitan planning organizations, based on land use patterns and transportation systems specified in Regional Transportation Plans and Sustainable Community Strategies. Plan Bay Area 2040 sets GHG and Vehicle Miles Traveled reduction targets and a target for increasing non-automobile mode share for the Bay Area.

(e) In addition, San Francisco has enacted many laws and policy initiatives that promote the same sustainable transportation goals the TDM Program seeks to advance. The "Transit First

Policy," in Section 8A.115 of the City Charter, declares that public transit is "an economically and environmentally sound alternative to transportation by individual automobiles," and that within the City, "travel by public transit, by bicycle and on foot must be an attractive alternative to travel by private automobile." The GHG Reduction Ordinance, codified at Chapter 9 of the Environment Code, sets GHG reduction emission targets of 25% below 1990 levels by 2017; 40% below 1990 levels by 2025; and 80% below 1990 levels by 2050. The City's Climate Action Strategy, prepared pursuant to the GHG Reduction Ordinance, has identified a target of having 50% of total trips within the City be made by modes other than automobiles by 2017, and 80% by 2030. One of the ways identified to achieve this target is through TDM for new development.

(f) San Francisco has long acknowledged the importance of TDM strategies in the Transportation Element of the City's General Plan, the San Francisco County Transportation Plan, and many Area Plans. For example, each of the Area Plans within Eastern Neighborhoods and the Transit Center District Plan identify policies for the development of a TDM program within them.

(g) The TDM Program set forth in Section 169 requires new projects subject to its requirements to incorporate design features, incentives, and tools to encourage new residents, tenants, employees, and visitors to travel by sustainable transportation modes, such as transit, walking, ride-sharing, and biking, thereby reducing Vehicle Miles Traveled associated with new development. The goals of the TDM Program are to help keep San Francisco moving as it grows, and to promote better environmental, health, and safety outcomes, consistent with the state, regional, and local policies mentioned above.

(h) For projects that use Development Agreements and may not be required to comply fully with the requirements of Section 169, it is the Board of Supervisors' strong preference that Development Agreements should include similar provisions that meet the goals of the TDM Program.

SEC. 169.2. DEFINITIONS.

For purpose of Section 169, the following definitions shall apply. In addition, see the Planning Commission Standards for the Transportation Demand Management Program (TDM Program Standards), described in Section 169.6, for additional definitions of terms applicable to this Section 169.

Development Application. As defined in Section 401.

Development Project. As defined in Section 401.

Transportation Demand Management, or TDM. Design features, incentives, and tools implemented by Development Projects to reduce VMT, by helping residents, tenants, employees, and visitors choose sustainable travel options such as transit, bicycle riding, or walking.

Transportation Demand Management Plan, or TDM Plan. A Development Project's plan describing compliance with the TDM Program.

Transportation Demand Management Program, or TDM Program. The San Francisco policy requiring Development Projects to incorporate TDM measures in their proposed projects, as set forth in Section 169.

Vehicle Miles Traveled, or VMT. A measure of the amount and distance that a Development Project causes people to drive, as set forth in more detail by the Planning Commission in the TDM Program Standards prepared pursuant to Section 169.6.

SEC. 169.3. APPLICABILITY.

(a) Except as provided in subsection (b), Section 169 shall apply to any Development Project in San Francisco that results in:

(1) Ten or more Dwelling Units, as defined in Section 102; or

(2) Ten or more beds in a Group Housing or Residential Care Facility, as these terms are defined in Section 102; or

(3) Any new construction resulting in 10,000 gross square feet or more of any use other than Residential, as this term is defined in Section 102, excluding any area used for accessory parking; or

(4) Any Change of Use resulting in 10,000 gross square feet or more of any use other than Residential, as this term is defined in Section 102, excluding any area used for accessory parking, if

(A) The Change of Use involves a change from a Residential use to any use other than Residential; or

(B) The Change of Use involves a change from any use other than Residential, to another use other than Residential.

(b) Exemptions. Notwithstanding subsection (a), Section 169 shall not apply to the following:

(1) One Hundred Percent Affordable Housing Projects. Residential uses within Development Projects where all residential units are affordable to households at or below 150% of the Area Median Income, as defined in Section 401, shall not be subject to the TDM Program. Any uses other than Residential within those projects, whose primary purpose is to provide services to the Residential uses within those projects shall also be exempt. Other uses shall be subject to the TDM program. All uses shall be subject to all other applicable requirements of the Planning Code.

(2) Parking Garages and Parking Lots, as defined in Section 102.

(c) When determining whether a Development Project shall subject to the TDM Program, the Development Project shall be considered in its entirety. A project sponsor shall not seek multiple applications for building permits to evade the applicability of the TDM Program.

(d) Application of the TDM Program to Development Projects in the Approval Process. Section 169 shall apply to Development Projects that filed a Development Application or

environmental review application before its effective date, and have not received approval of the Development Application as of its effective date.

SEC. 169.4. TRANSPORTATION DEMAND MANAGEMENT PLAN REQUIREMENTS.

(a) A TDM Plan shall be submitted along with a Development Project's first Development Application. The TDM Plan shall document the Development Project's compliance with Section 169 and the Planning Commission's TDM Program Standards.

(b) The TDM Plan shall be reviewed and finalized in conjunction with the approval of the first Development Application for the Development Project.

(c) The TDM Plan shall be incorporated as a Condition of Approval of the Development Project.

SEC. 169.5. MONITORING, REPORTING AND COMPLIANCE.

(a) Prior to the issuance of a first certificate of occupancy, the project sponsor shall facilitate a site inspection by Planning Department staff to confirm that all approved physical improvement measures in the Development Project's TDM Plan have been implemented and/or installed. The project sponsor shall also provide documentation that all approved programmatic measures in the Development Project's TDM Plan will be implemented. The process and standards for determining compliance shall be specified in the Planning Commission's TDM Program Standards.

(b) Throughout the life of the Development Project, the project sponsor or successor in interest shall:

(1) Maintain a TDM coordinator, as defined in the Planning Commission's TDM Program Standards, who shall coordinate with the City on the Development Project's compliance with its approved TDM Plan.

(2) Allow City staff access to relevant portions of the property to conduct site visits, surveys, inspection of physical improvements, and/or other empirical data collection, and facilitate in-person, phone, and/or e-mail or web-based interviews with residents, tenants, employees, and/or visitors. City staff shall provide advance notice of any request for access and shall use all reasonable efforts to protect personal privacy during visits and in the use of any data collected during this process.

(3) Submit periodic compliance reports to the Planning Department, as required by the Planning Commission's TDM Program Standards.

SEC. 169.6. TRANSPORTATION DEMAND MANAGEMENT PROGRAM STANDARDS.

(a) The Planning Commission, with the assistance of the Planning Department and in consultation with staff of the San Francisco Municipal Transportation Agency and the San Francisco County Transportation Authority, shall adopt the Planning Commission Standards for the Transportation Demand Management Program, or TDM Program Standards. The TDM Program Standards shall contain the specific requirements necessary for compliance with the TDM Program. The TDM Program Standards shall be updated from time to time, as deemed appropriate by the Planning Commission, to reflect best practices in the field of Transportation Demand Management.

(b) When preparing, adopting, or updating the TDM Program Standards, the Planning Commission shall consider the primary goals of Section 169, that is, to reduce VMT from new development in order to maintain mobility as San Francisco grows, and to achieve better environmental, health and safety outcomes. In addition, the Planning Commission shall consider the following principles:

(1) The requirements of the TDM Program, as set forth in the TDM Program Standards, shall be proportionate to the total amount of VMT that Development Projects produce, and

shall take into account site-specific information, such as density, diversity of land uses, and access to travel options other than the private automobile in the surrounding vicinity.

(2) The TDM Program Standards shall provide flexibility for Development Projects to achieve the purposes of the TDM Program in a way that best suits the circumstances of each Development Project. To that end, the TDM Program Standards shall include a menu of TDM measures from which to choose. Each measure in this TDM menu shall be designed to reduce VMT by site residents, tenants, employees, or visitors, as relevant to the Development Project, and must be under the control of the developer, property owner, or tenant.

(3) Each of the TDM measures in the TDM Program Standards shall be assigned a number of points, reflecting its relative effectiveness to reduce VMT. This relative effectiveness determination shall be grounded in literature review, local data collection, best practice research, and/or professional transportation expert opinion, and shall be described in the TDM Program Standards.

(c) Every four years, following the periodic updates to the San Francisco Countywide Transportation Plan that the San Francisco County Transportation Authority prepares, the Planning Department shall prepare a report analyzing the implementation of the TDM Program and describing any changes to the TDM Program Standards. The Planning Department shall present such report to the Planning Commission and the Board of Supervisors during public hearings.

Section 3. The Planning Code is hereby amended by revising Sections 151, 163, and 357 to read as follows:

SEC. 151. SCHEDULE OF REQUIRED OFF-STREET PARKING SPACES.

(a) Applicability. Off-street parking spaces shall be provided in the minimum quantities specified in Table 151, except as otherwise provided in Section 151.1 and Section 161 of this

Code. Where the building or lot contains uses in more than one of the categories listed, parking requirements shall be calculated in the manner provided in Section 153 of this Code. Where off-street parking is provided which exceeds certain amounts in relation to the quantities specified in Table 151, as set forth in subsection (c), such parking shall be classified not as accessory parking but as either a principal or a conditional use, depending upon the use provisions applicable to the district in which the parking is located. In considering an application for a conditional use for any such parking, due to the amount being provided, the Planning Commission shall consider the criteria set forth in Section 157 of this Code. *Minimum off-street parking requirements shall be reduced, to the extent needed, when such reduction is part of a Development Project's compliance with the Transportation Demand Management Program set forth in Section 169 of the Planning Code.*

* * * *

SEC. 163. TRANSPORTATION MANAGEMENT PROGRAMS AND TRANSPORTATION BROKERAGE SERVICES IN COMMERCIAL AND MIXED USE DISTRICTS.

(a) Purpose. This Section *163* is intended to assure that adequate ~~*measures*~~ *services* are undertaken ~~*and maintained*~~ to minimize the transportation impacts of added office employment *and residential development* in the downtown and South of Market area, in a manner consistent with the objectives and policies of the General Plan, by facilitating the effective use of transit, encouraging ridesharing, and employing other practical means to reduce commute travel by single-occupant vehicles.

(b) Applicability. The requirements of this Section apply to any project meeting one of the following conditions:

(1) In Commercial and Mixed Use Districts, projects where the gross square feet of new construction, conversion, or added floor area for office use equals at least 100,000 square feet;

(2) In the C-3-O(SD) District, where new construction, conversion, or added floor area for residential use equals at least 100,000 square feet or 100 dwelling units;

(3) In the C-3-O(SD) District, projects where the gross square feet of new construction or added floor area for any non-residential use equals at least 100,000 square feet; or

(4) In the case of the SSO, WMUO, or MUO District, where the gross square feet of new, converted or added floor area for office use equals at least 25,000 square feet.

(c) Requirement. For all applicable projects, the project sponsor shall be required to provide on-site transportation brokerage services for the actual lifetime of the project, as provided in this Subsection. Prior to the issuance of a temporary permit of occupancy ~~*(for this purpose Section 149(d) shall apply)*~~, the project sponsor shall execute an agreement with the Planning Department for the provision of on-site transportation brokerage services. ~~*and preparation of a transportation management program to be approved by the Director of Planning and implemented by the provider of transportation brokerage services. The transportation management program and transportation brokerage services shall be designed:*~~

~~*(1) To promote and coordinate effective and efficient use of transit by tenants and their employees, including the provision of transit information and sale of transit passes on-site;*~~

~~*(2) To promote and coordinate ridesharing activities for all tenants and their employees within the structure or use;*~~

~~*(3) To reduce parking demand and assure the proper and most efficient use of on-site or off-site parking, where applicable, such that all provided parking conforms with the requirements of Article 1.5 of this Code and project approval requirements;*~~

~~*(4) To promote and encourage the provision and proliferation of car-sharing services convenient to tenants and employees of the subject buildings in addition to those required by Section 166, and to promote and encourage those tenants and their employees to prioritize the use of car-share services for activities that necessitate automobile travel, including the promotion and sale of individual and business memberships in certified car-sharing organizations, as defined by Section 166(b)(2).*~~

~~*(5) To promote and encourage project occupants to adopt a coordinated flex-time or staggered work hours program designed to more evenly distribute the arrival and departure times of employees within normal peak commute periods;*~~

~~*(6) To participate with other project sponsors in a network of transportation brokerage services for the respective downtown, South of Market area, or other area of employment concentration in Mixed Use Districts;*~~

~~*(7) To carry out other activities determined by the Planning Department to be appropriate to meeting the purpose of this requirement.*~~

SEC. 357. TRANSPORTATION REVIEW ASSOCIATED WITH PROJECT APPLICATIONS.

(a) Transportation Study $21,758.00 plus time and materials as set forth in Section 350(c). Extremely complex transportation studies will be charged a higher initial fee based on the specifics of the project which will be outlined in an Agreement between the Department and the project sponsor.

(b) Municipal Transportation Agency review of transportation impact study: $4,185 per study.

(c) Transportation Demand Management Program fees. The fee for review of a Development Project's Transportation Demand Management Plan shall be $ 5,000, plus time and materials in excess of this initial one-time fee. The fee for periodic compliance review required under the Transportation

Demand Management Program Standards shall be $ 1,000. In addition, the fee for voluntary Transportation Demand Management Plan update review shall be $ 1,300.

Section 4. Effective Date. This ordinance shall become effective 30 days after enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board of Supervisors overrides the Mayor's veto of the ordinance.

Section 5. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors intends to amend only those words, phrases, paragraphs, subsections, sections, articles, numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal Code that are explicitly shown in this ordinance as additions, deletions, Board amendment additions, and Board amendment deletions in accordance with the "Note" that appears under the official title of the ordinance. Notwithstanding the previous sentence, if the City enacts the ordinance in Board of Supervisors File No. _____, which, among other things, deletes Planning Code Section 357 in its entirety and places the transportation study fees referenced in Planning Code Section 357 into the uncodified Section 4 of that ordinance, it is the intent of the Board of Supervisors that this ordinance not conflict with the ordinance in File No. _____. Accordingly, if the City enacts the ordinance in File No. _____ with the deletion of Planning Code Section 357 in its entirety, it is the intent of the Board of Supervisors that Section 357 be likewise deleted from this ordinance, but that subsection (c) of Planning Code Section 357, which is added by this ordinance, be treated as an uncodified provision of this ordinance, and serve as the basis for the inclusion of the fee established in subsection (c) in the Planning Department Schedule of Fees.

APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: _____
ANDREA RUIZ-ESQUIDE
Deputy City Attorney

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ATTACHMENT C: DRAFT TDM COORDINATOR DESCRIPTION

The project sponsor of each building(s) subject to the requirements of Planning Code Section 169 must designate a Transportation Demand Management (TDM) Coordinator. This TDM Coordinator may be an employee for the building(s) (e.g., property manager) or the project sponsor may contract with a third-party provider(s) of TDM (e.g., transportation brokerage services as required for certain projects pursuant to Planning Code Section 163). The TDM Coordinator shall be delegated authority to coordinate and implement all aspects of the TDM Plan.

The purpose of the TDM Coordinator is to provide oversight and management of the project's TDM Plan implementation. In this way, it can be assured that a single representative of the project sponsor is aware of and responsible for the orderly and timely implementation of all aspects of the TDM Plan, and can adequately manage the components of the TDM Plan. This is especially important when implementation of individual measures is undertaken by different individuals or entities. The TDM Coordinator may also implement certain elements of the TDM Plan, thereby also acting as a provider of certain programmatic measures (see detail below).

The primary responsibilities of the TDM Coordinator are:

- To serve as a liaison to the San Francisco Planning Department regarding all aspects of the TDM Plan for the building(s);
- To facilitate City staff access to relevant portions of the property to conduct site visits, surveys, inspection of physical improvements, and/or other empirical data collection, and facilitate in-person, phone, and/or e-mail or web-based interviews with residents, tenants, employees, and/or visitors;
- To ensure that all TDM measures required for the building(s) are implemented. This will include certifying that all physical (e.g. requisite bicycle parking supply and quality; bicycle repair station; car-share parking, etc.) and programmatic (e.g., tailored transportation marketing services, contributions or incentives for sustainable transportation, etc.) measures for the building are in place for the time period agreed to in the conditions of approval and that they are provided at the standard of quality described in the TDM Program Standards;
- To prepare and submit ongoing compliance forms and supporting documentation to the Planning Department;
- To request a TDM Plan review by City staff if changes to the plan are desired; and
- To work with City staff to correct any violations through enforcement proceedings, if necessary.

The TDM Coordinator should participate in any trainings/workshops offered by the City, on a regular basis, as they become available (e.g., on an annual basis).

ATTACHMENT D: DRAFT LAND USE CATEGORIES FOR TDM TARGETS

Land Use Definition	*Land Use Category*
Adult Business	Category A
Agriculture*	*
Agriculture, Large-Scale Urban	Category D
Agriculture, neighborhood	Category D
Animal Hospital	Category B
Arts Activities*	*
Automobile Assembly	Category D
Automobile Wrecking	Category D
Automobile Sale or Rental	Category A
Automotive Service	Category D
Automotive Service Station	Category D
Automotive Use*	*
Automotive Use, Non-Retail*	Category D
Automotive Use, Retail*	Category A
Automotive Wash	Category D
Bar	Category A
Bona Fide Eating Place	Category A
Cat Boarding	Category B
Catering	Category D
Child Care Facility	Category B
Commercial Use*	*
Community Facility	Category A
Community Facility, Private	Category A
Community Recycling Collection Center	Category D
Cottage Food Operation**	Category C
Design Professional	Category B
Drive-Up Facility	Category A
Eating and Drinking Use	Category A
Entertainment*	*
Entertainment, General	Category A
Entertainment, Nighttime	Category A
Entertainment, Outdoor	Category A
Entertainment, Arts and Recreation, Non-Commercial*	Category A
Entertainment, Arts and Recreation, Retail*	Category A
Entertainment, Arts and Recreation Use*	Category A

Land Use Definition	*Land Use Category*
Food, Fiber and Beverage Processing 1	Category D
Food Fiber and Beverage Processing 2	Category D
Formula Retail*	Category A
Gas Station	Category A
Gift Store-Tourist Oriented	Category A
Greenhouse	Category D
Grocery, General	Category A
Grocery, Specialty	Category A
Gym	Category A
Hazardous Waste Facility	Category D
Hospital	Category B
Hotel	Category B
Industrial Use*	*
Institutional Community Use*	*
Institutional Education Use	Category B
Institutional Healthcare Use*	*
Institutional Use*	*
Internet Service Exchange	Category D
Jewelery Store	Category A
Job Training	Category A
Junk Yard	Category D
Kennel	Category B
Laboratory	Category B
Licensed Child Care Facility	Category B
Life Science	Category B
Liquor Store	Category A
Livery Stable	Category D
Livestock Processing 1	Category D
Livestock Processing 2	Category D
Manufacturing 1, Heavy	Category D
Manufacturing 2, Heavy	Category D
Manufacturing 3, Heavy	Category D
Manufacturing, Light	Category D
Maritime Use*	Category D
Massage, Chair/Foot	Category A
Massage Establishment	Category A
Medical Cannabis Dispensary	Category A
Metal Working	Category D

Land Use Definition	*Land Use Category*
Mobile Food Facility	**
Mortuary	Category A
Motel	Category B
Movie Theater	Category A
Neighborhood-Serving Business*	*
Non-Auto vehicle Sales or Rental	Category A
Nonprofit Organization	Category B
Non-Retail Use*	*
Office, General	Category B
Office Use*	Category B
Open Air Sales	Category A
Open Recreation Area	Category D
Outdoor Activity Area	*
Passive Outdoor Recreation	Category D
Pharmacy	Category A
Post-Secondary Educational Institution	Category B
Power Plant	Category D
Production, Distribution, and Repair (PDR)*	Category D
Public Facility*	*
Public Transportation Facility	Category D
Public Utilities Yard	Category D
Religious Institution	Category A
Residential Care Facility	Category B
Restaurant	Category A
Restaurant, Limited	Category A
School	Category B
Service, Ambulance	Category D
Service, Business	Category B
Service, Financial	Category A
Service, Fringe Financial	Category A
Service, Health	Category B
Service, Instructional	Category B
Service, Limited Financial	Category A
Service, Motor Vehicle Tow	Category D
Service, Non-Retail Professional	Category B
Service, Parcel Delivery	Category D
Service, Personal	Category A
Service, Philanthropic Administrative	Category B

Land Use Definition	*Land Use Category*
Service, Retail Professional	Category A
Shipyard	Category D
Small Enterprise Workspace (S.E.W.)*	Category B
Social Service or Philanthropic Facility	Category B
Sports Stadium	Category A
Storage, Commercial	Category D
Storage, Self	Category D
Storage, Volatile Materials	Category D
Storage, Wholesale	Category D
Storage Yard	Category D
Take-Out Food	Category A
Tobacco Paraphernalia Establishment	Category A
Trade Offices	Category B
Trade School	Category B
Trade Shop	Category A
Truck Terminal	Category D
Utility and Infrastructure	Category D
Utility Installation	Category D
Walk-Up Facility	Category A
Wholesale Sales	Category D
Wireless Telecommunication Services (WTS) Facility	Category D
*Definition covers a number of different land uses. Refer to specific land use proposed to identify relevant category for the TDM Program **Mobile food facility defined as a vehicle or pushcart; TDM measures not applicable	

TDM Menu of Options

ATTACHMENT E

⊘ = not applicable to land use.
⊗ = reasonably applicable to land use.
Ⓨ = applicable to land use, only for certain large projects or based on location.
Ⓩ = reasonably applicable only if project includes some parking.
○ = project sponsor can select these measures, but will not receive points under Land Use Category D.

			LAND USE CATEGORY			
CATEGORY	MEASURE	POINTS	A	B	C	D
ACTIVE-1	**Improve Walking Conditions:** Option A; **or**	1 ●	⊗	⊗	⊗	○
	Improve Walking Conditions: Option B	1 ●	⊗	⊗	⊗	○
ACTIVE-2	**Bicycle Parking:** Option A; **or**	1 ●	⊗	⊗	⊗	⊗
	Bicycle Parking: Option B; **or**	2 ●●	⊗	⊗	⊗	⊗
	Bicycle Parking: Option C; **or**	3 ●●●	⊗	⊗	⊗	⊗
	Bicycle Parking: Option D	4 ●●●●	⊗	⊗	⊗	○
ACTIVE-3	**Showers and Lockers**	1 ●	⊗	⊗	⊘	⊗
ACTIVE-4	**Bike Share Membership:** Location A; **or**	1 ●	⊗	⊗	⊗	○
	Bike Share Membership: Location B	2 ●●	Ⓨ	Ⓨ	Ⓨ	○
ACTIVE-5A	**Bicycle Repair Station**	1 ●	⊗	⊗	⊗	○
ACTIVE-5B	**Bicycle Repair Services**	1 ●	⊗	⊗	⊗	○
ACTIVE-6	**Fleet of Bicycles**	1 ●	⊗	⊗	⊗	○
ACTIVE-7	**Temporary Bicycle Valet Parking:** Option A; **or**	1 ●	Ⓨ	⊘	⊘	○
	Temporary Bicycle Valet Parking: Option B	2 ●●	Ⓨ	⊘	⊘	○
CSHARE-1	**Car-Share Parking:** Option A; **or**	1 ●	Ⓩ	Ⓩ	Ⓩ	Ⓩ
	Car-Share Parking: Option B; **or**	2 ●●	Ⓩ	Ⓩ	Ⓩ	Ⓩ
	Car-Share Parking: Option C; **or**	3 ●●●	Ⓩ	Ⓩ	Ⓩ	Ⓩ
	Car-Share Parking: Option D; **or**	4 ●●●●	Ⓩ	Ⓩ	Ⓩ	○
	Car-Share Parking: Option E; **or**	5 ●●●●●	Ⓩ	Ⓩ	Ⓩ	○
	Car-Share Parking: Option F	6 ●●●●●●	Ⓩ	Ⓩ	Ⓩ	○
DELIVERY-1	**Delivery Supportive Amenities**	1 ●	Ⓨ	Ⓨ	Ⓨ	○
DELIVERY-2	**Provide Delivery Services**	1 ●	Ⓨ	⊘	⊘	○
FAMILY-1	**Family TDM – Amenities:** Option A; **and/or**	1 ●	⊘	⊘	⊗	○
	Family TDM – Amenities: Option B	1 ●	⊘	⊘	⊗	○
FAMILY-2	**Family TDM – On-site Childcare**	2 ●●	⊘	⊘	Ⓨ	○
FAMILY-3	**Family TDM Package**	2 ●●	⊘	⊘	Ⓩ	○
HOV-1	**Contributions or Incentives for Sustainable Transportation:** Option A; **or**	2 ●●	⊗	⊗	⊗	○
	Contributions or Incentives for Sustainable Transportation: Option B; **or**	4 ●●●●	⊗	⊗	⊗	○
	Contributions or Incentives for Sustainable Transportation: Option C; **or**	6 ●●●●●●	⊗	⊗	⊗	○
	Contributions or Incentives for Sustainable Transportation: Option D	8 ●●●●●●●●	⊗	⊗	⊗	○

CATEGORY	MEASURE	POINTS	LAND USE CATEGORY A	B	C	D
HOV-2	**Shuttle Bus Service:** Option A; or	7 ●●●●●●●	Ⓨ	Ⓨ	Ⓨ	○
	Shuttle Bus Service: Option B[1]	14 ●●●●●●●●●●●●●●	Ⓨ	Ⓨ	Ⓨ	○
HOV-3	**Vanpool Program:** Option A[1]; or	1 ●	Ⓧ	Ⓧ	⊘	○
	Vanpool Program: Option B[1]; or	2 ●●	Ⓨ	Ⓨ	⊘	○
	Vanpool Program: Option C[1]; or	3 ●●●	Ⓨ	Ⓨ	⊘	○
	Vanpool Program: Option D[1]; or	4 ●●●●	Ⓨ	Ⓨ	⊘	○
	Vanpool Program: Option E[1]; or	5 ●●●●●	Ⓨ	Ⓨ	⊘	○
	Vanpool Program: Option F[1]; or	6 ●●●●●●	Ⓨ	Ⓨ	⊘	○
	Vanpool Program: Option G[1]	7 ●●●●●●●	Ⓨ	Ⓨ	⊘	○
INFO-1	**Multimodal Wayfinding Signage**	1 ●	Ⓧ	Ⓧ	Ⓧ	Ⓧ
INFO-2	**Real Time Transportation Information Displays**	1 ●	Ⓧ	Ⓧ	Ⓧ	Ⓧ
INFO-3	**Tailored Transportation Marketing Services:** Option A; or	1 ●	Ⓧ	Ⓧ	Ⓧ	○
	Tailored Transportation Marketing Services: Option B; or	2 ●●	Ⓧ	Ⓧ	Ⓧ	○
	Tailored Transportation Marketing Services: Option C; or	3 ●●●	Ⓨ	Ⓨ	Ⓨ	○
	Tailored Transportation Marketing Services: Option D	4 ●●●●	Ⓨ	Ⓨ	Ⓨ	○
LU-1	**Grocery Store in Food Desert**	1 ●	Ⓧ	⊘	⊘	○
LU-2	**On-site Affordable Housing:** Option A; or	1 ●	⊘	⊘	Ⓧ	○
	On-site Affordable Housing: Option B; or	2 ●●	⊘	⊘	Ⓧ	○
	On-site Affordable Housing: Option C; or	3 ●●●	⊘	⊘	Ⓧ	○
	On-site Affordable Housing: Option D	4 ●●●●	⊘	⊘	Ⓧ	○
PKG-1	**Unbundle Parking:** Location A; or	1 ●	ⓎⓏ	ⓎⓏ	ⓎⓏ	○
	Unbundle Parking: Location B; or	2 ●●	ⓎⓏ	ⓎⓏ	ⓎⓏ	○
	Unbundle Parking: Location C; or	3 ●●●	ⓎⓏ	ⓎⓏ	ⓎⓏ	○
	Unbundle Parking: Location D; or	4 ●●●●	ⓎⓏ	ⓎⓏ	ⓎⓏ	○
	Unbundle Parking: Location E	5 ●●●●●	ⓎⓏ	ⓎⓏ	ⓎⓏ	○
PKG-2	**Parking Pricing**	2 ●●	Ⓩ	Ⓩ	⊘	○
PKG-3	**Parking Cash Out: Non-residential Tenants**	2 ●●	Ⓩ	Ⓩ	⊘	○
PKG-4	**Parking Supply:** Option A; or	1 ●	Ⓩ	Ⓩ	Ⓩ	Ⓩ
	Parking Supply: Option B; or	2 ●●	Ⓩ	Ⓩ	Ⓩ	Ⓩ
	Parking Supply: Option C; or	3 ●●●	Ⓩ	Ⓩ	Ⓩ	Ⓩ
	Parking Supply: Option D; or	4 ●●●●	Ⓩ	Ⓩ	Ⓩ	○
	Parking Supply: Option E; or	5 ●●●●●	Ⓩ	Ⓩ	Ⓩ	○
	Parking Supply: Option F; or	6 ●●●●●●	Ⓩ	Ⓩ	Ⓩ	○
	Parking Supply: Option G; or	7 ●●●●●●●	Ⓩ	Ⓩ	Ⓩ	○
	Parking Supply: Option H; or	8 ●●●●●●●●	Ⓩ	Ⓩ	Ⓩ	○
	Parking Supply: Option I; or	9 ●●●●●●●●●	Ⓩ	Ⓩ	Ⓩ	○
	Parking Supply: Option J; or	10 ●●●●●●●●●●	Ⓩ	Ⓩ	Ⓩ	○
	Parking Supply: Option K	11 ●●●●●●●●●●●	Ⓧ	Ⓧ	Ⓧ	○

1. Although a project sponsor can select both of these measures, a sponsor can only receive up to 14 points combined between these two measures.

SAN FRANCISCO
PLANNING DEPARTMENT

Executive Summary
Planning Code Amendments and Adoption of Standards
HEARING DATE: AUGUST 4, 2016

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Case Number:	**2012.0726PCA**
Project Name:	**Transportation Sustainability Program – Shift - Planning Code Amendments Approval Adoption of Standards**
Staff Contact:	Rachel Schuett, (415) 575-9030 rachel.schuett@sfgov.org
Reviewed by:	Wade Wietgrefe, (415) 575-9050 wade.wietgrefe@sfgov.org
Recommendation:	**Recommend Approval**

PLANNING CODE AMENDMENT:

The first action (item a on the Agenda) before the Commission is adoption of an ordinance amending the Planning Code to establish a citywide Transportation Demand Management (TDM) Program, to require Development Projects to incorporate design features, incentives, and tools that support sustainable forms of transportation; to create a new administrative fee to process TDM Plan applications and compliance reports; and to make conforming amendments to various sections of the Planning Code; affirming the Planning Department's determination under the California Environmental Quality Act, and making findings of public necessity, convenience, and welfare under Planning Code Section 302, and findings of consistency with the General Plan and the eight priority policies of Planning Code Section 101.1.

The Planning Code amendments are described below. A resolution regarding the adoption is provided in Attachment A. The draft TDM Ordinance is provided in Attachment B.

ADOPTION OF THE PLANNING COMMISSION STANDARDS FOR THE TDM PROGRAM:

If adopted, the TDM Ordinance would require the Planning Commission to adopt the Planning Commission Standards for the TDM Program, or TDM Program Standards. The TDM Program Standards contain the specific requirements necessary for compliance with the TDM Program. The second action (item b on the Agenda) before the Commission is adoption of the TDM Program Standards.

A resolution regarding the adoption is provided in Attachment C. The draft TDM Program Standards (July 2016) document is included in Attachment D. It should be noted that this draft is revised from an earlier draft circulated to the public and Commission dated June 2016. Attachment D also includes a sheet that documents the substantive revisions made to the TDM Program Standards between the June 2016 and July 2016 drafts of the document.

A Planning Commission informational hearing regarding the Planning Code amendments and the TDM Program Standards was held on February 11, 2016. This legislation was initiated by the Planning Commission at a public hearing held on April 28, 2016. The legislation was initiated by a 7-0 unanimous vote via Resolution No. 19628.

For the sake of clarity, this Executive Summary repeats some information provided in the February 11, 2016 and the April 28, 2106 executive summaries. This Executive Summary also updates and provides new information regarding the TDM Program based upon feedback received at the April 28th hearing and via other outreach conducted since April 28th.

THE WAY IT IS NOW

The Planning Code currently contains a number of development-focused TDM measures, although the requirements are not specifically identified as TDM measures in the Planning Code. Table 1 summarizes these existing TDM measures, the topics they cover, and whether they apply to residential or non-residential development projects. It should be noted that many of these existing requirements are only applicable in certain Use Districts and/or for projects of a certain size.

Table 1. Existing Planning Code Transportation Demand Management Requirements

Code Section	*TDM Topic*	*Summary of Applicability*	
		Residential	*Non-Residential*
138.1(c)(2)	improve walking conditions	yes	yes
151.1	parking supply	yes	yes
155(g)	parking pricing	no	yes
155.2	bicycle parking	yes	yes
155.4	shower facilities and lockers	no	yes
163	tailored transportation marketing services	yes	yes
165	on-site child-care	no	yes
166	car share parking	yes	yes
167	unbundling parking costs	yes	no
415	on-site affordable housing	yes	no

A TDM program for a project may also be created during the development review process. The development of a TDM program generally occurs one of four ways:

- voluntarily, through an improvement measure(s);
- mitigation measures via CEQA;
- through a negotiated Development Agreement; or
- through Institutional Master Plan requirements.

Since July 2014, during the transportation review process, Planning staff has requested project sponsors consider providing additional TDM measures, as improvement measures, via a TDM Checklist. The TDM Checklist includes many of the TDM measures considered in this proposed TDM Program. Public notification regarding which TDM measures are selected is limited.

The Planning Department does not currently have adopted guidance on the provision of TDM measures, nor is there a formal monitoring program beyond steps included in a mitigation monitoring and reporting plan adopted as conditions of approval for a smaller number of projects approved before the Commission.

THE WAY IT WOULD BE

TDM Ordinance – Details. The draft TDM Ordinance would amend the Planning Code to add a new Section 169 (Attachment B). This draft new section includes a discussion of findings; definitions; applicability; exemptions; requirements; and monitoring, reporting, and compliance; and a reference to TDM Program Standards. Some of these details are summarized below. In addition, the draft TDM Ordinance includes making conforming amendments to existing Planning Code Sections 151, 163, 166, 305 and 357.

Applicability. The draft TDM Ordinance would apply to all Development Projects, with greater than or equal to 10 dwelling units, 10 or more beds in a group housing or residential care facility, or 10,000 square feet of non-residential space, except as described in the exemptions description, below. In addition, the draft TDM Ordinance would apply to Change of Use of greater than 25,000 square feet of non-residential space. Discussion regarding Change of Use size applicability is described in the Revisions to the TDM Ordinance Since Initiation heading below.

Exemptions. The draft TDM Ordinance includes exemptions for one hundred percent affordable housing projects and Parking Garages and Parking Lots. It should be noted that exempt projects would still be subject to any existing applicable Planning Code TDM requirements identified in Table 1. Discussion regarding Parking Garages and Parking Lots is described in the Revisions to the TDM Ordinance Since Initiation and Public Outreach headings below.

Requirements. The draft TDM Ordinance requires a property owner to submit a TDM Plan with the first Development Application. The TDM Plan is required to document the Development Project's compliance with Planning Code Section 169 and the TDM Program Standards. The requirement for a TDM Plan becomes a condition of approval for the Development Project.

Monitoring, Reporting, and Compliance. The draft TDM Ordinance requires a property owner to commit to monitoring, reporting, and compliance throughout the Life of the Project. This is to ensure that the TDM Plan is being implemented correctly, on an on-going basis. The monitoring, reporting, and compliance includes:

- Maintaining a TDM coordinator (who could be the provider of on-site transportation brokerage services);
- Allowing City staff to access the property for monitoring, reporting, and compliance activities;
- Facilitating a site inspection prior to issuance of a first Certificate of Occupancy; and
- Submittal of periodic compliance reports to document ongoing compliance.

TDM Program Standards (Attachment D). The TDM Program Standards contain the specific requirements necessary for a Development Project's compliance with Planning Code Section 169. The document is organized as follows:

- **Section 1** provides an overview of the overall process for a TDM Plan, summarizing the information that is provided in Section 2 and 3 of the TDM Program Standards.
- **Section 2** provides the standards for a TDM Plan. The standards require a Development Project to achieve a target, based upon the number of Accessory Parking spaces proposed for a land use, by selecting TDM measures that reduce Vehicle Miles Traveled in a TDM menu.
- **Section 3** discusses the monitoring and reporting process after a Development Project has been entitled.
- **Section 4** describes the TDM Program updates made by Planning, including potential updates to the TDM menu and reporting requirements to City decision-makers.
- **Appendix A** provides the detailed description of the TDM measures in the TDM menu.

The TDM Program Standards are the culmination of years of work and research. This research is summarized in the TDM Technical Justification document.

TDM Technical Justification (Attachment E). The TDM Program was developed by a technical working group comprised of staff from the Planning Department, the San Francisco County Transportation Authority, and the San Francisco Metropolitan Transportation Agency, in consultation with the Commission, transportation consultants, stakeholders, and members of the public. The TDM Technical Justification documents the work of the technical working group including an extensive literature review, best practice research, empirical data collection and analysis, and consultation with aforementioned groups. This document provides the technical basis for the creation of the applicability, targets, and assignment of points to individual measures on the TDM menu. The TDM Technical Justification is not the subject of an action taken by the Commission.

REVISIONS TO THE TDM ORDINANCE SINCE INITIATION

Revisions to the TDM Ordinance language have occurred since the April 28th hearing in response to comments received from the Commission or the public on or since that time, further discussions between staff, or to correct minor inaccuracies, typographical errors, or to clarify material further. Substantive language revisions are described below:

Planning Code Section 169.3. Applicability – Change of Use.

Amendment. The applicability of the TDM Ordinance to Changes of Use was increased from 10,000 square feet of Occupied Floor Area to 25,000 square feet of Occupied Floor Area. In addition, the TDM Program Standards were clarified to note that the TDM Program Standards only apply if the Change of Use results in an intensification of use (e.g., Production, Distribution, and Repair to office).

Discussion. Many of the TDM measures included on the TDM menu are physical measures, such as bicycle parking, car-share parking, and delivery supportive amenities. These physical measures typically require accessible ground floor or basement-level space which is most effectively included in the original design of the building. Subsequent tenants may not have

control over, or the ability to modify the required building space, rendering such measures potentially difficult to incorporate for smaller Changes of Use (i.e., less than 25,000 square feet).

Further, the number of projects that would be affected by this modification and the Vehicle Miles Traveled associated with those projects is expected to be relatively low. Thus staff concludes that the constraints that may be caused to Changes of Use and the effort it would take for staff to document compliance would not be warranted based on the Vehicle Miles Traveled reduction that may result.

Planning Code Section 169.3. Applicability – Parking Garages and Parking Lots.

Amendment. The draft TDM Ordinance continues to exempt Parking Garages and Parking Lots (i.e., non-accessory parking). However, a statement has been added to clarify that the parking spaces within such Parking Garages or Parking Lots may be considered in the determination of TDM Plan requirements, as described in the TDM Program Standards.

Discussion. Additional language has been added, in response to Livable City's comments, to avoid the unintended consequence of a Development Project assigning all parking spaces associated with a Development Project to a Parking Garage or Parking Lot for the purpose of having less TDM Plan requirements. A further discussion regarding this additional language and the requirements in the TDM Program Standards is provided in the Public Outreach heading below.

Planning Code Section 169.4. Transportation Demand Management Plan Requirements – timing clarifications.

Amendment. The revisions provide clarification as to when a TDM Plan must be submitted and when the TDM Plan is finalized.

Discussion. Previously the draft language indicated that a proposed TDM Plan should be submitted with the first Development Application, and that the TDM Plan would be finalized at the time that the Development Project becomes entitled. The revisions do not adjust the timeline for submission of the proposed TDM Plan. However, the TDM Plan would not be finalized until the first building permit is issued, which is the same as many other Planning Code compliance checks. The TDM Plan is a Planning Code compliance check and not a separate discretionary approval. The requirement for a TDM Plan shall be incorporated as a Condition of Approval for a Development Project.

Planning Code Section 166. Car Sharing – consistency with TDM Program.

Amendment. The changes allow additional car-share parking spaces beyond the maximum amount specified in Table 166A, when such additional car-share parking spaces are part of a Development Project's compliance with the TDM Program.

Discussion. Staff realized that maximum number of car-share spaces identified in Planning Code Section 166(g) would reduce the potential of CSHARE-1 Car-share Parking and Memberships. Staff will proactively monitor and revise the number of car-share parking spaces available for this TDM measure, if needed, to avoid any unattended consequences that may result from its implementation (e.g., oversaturation of car-share parking, which in turn leads to unused space in buildings). This proactive monitoring has not been a component of prior revisions to Planning Code Section 166, which placed the maximum number of car-share parking spaces to avoid aforementioned unattended consequences.

Planning Code Section 169.4. Transportation Demand Management Plan Requirements – exceptions and Planning Code Section 305. Variances.

Amendment. New language was included to specify that the requirements under the TDM Program cannot be waived, either through a variance, or a Planning Commission exception.

Discussion. The TDM Program provides flexibility for property owners to develop a TDM Plan that best fits the need of their Development Project. Additionally, many TDM measures are operational, or otherwise have little-to-no impact on the physical characteristics of a Development Project. Therefore, compliance with the TDM Program should always be reasonably achievable for Development Projects of the size subject to the TDM Program.

CHANGES TO THE TDM PROGRAM STANDARDS SINCE PUBLIC RELEASE IN JUNE

An email was sent to the Transportation Sustainability Program email listserv and Commission on June 23, 2016 upon the online posting of the draft TDM Program Standards. Since June 23rd, revisions were made to the draft TDM Program Standards in response to comments received from the public since that time, further discussions between staff, or to correct minor inaccuracies, typographical errors, or to clarify material further. A revised version of the draft TDM Program Standards (July 2016) is included as Attachment D. Attachment D also includes a sheet that documents the substantive revisions made to the TDM Program Standards between the June 2016 and July 2016 drafts of the document. Substantive language revisions are described in the Public Outreach heading below.

PUBLIC OUTREACH

As part of the Invest component of the Transportation Sustainability Program (i.e., the Transportation Sustainability Fee) outreach, City staff informed numerous stakeholders of the basic framework of the Shift component[1] of the Transportation Sustainability Program. During the adoption proceedings for the Transportation Sustainability Fee and in preparation for the April 28th Planning Commission initiation hearing for the TDM Ordinance, staff continued to conduct additional outreach to stakeholders. Further, since the April 28th Planning Commission initiation hearing, staff has conducted further stakeholder outreach. A summary of the stakeholder outreach has been included as Attachment F, along with results of a public survey discussed below.

If the Planning Commission adopts a resolution recommending approval of the proposed legislation by the Board of Supervisors and/or adopts the TDM Program Standards (contingent upon approval of the TDM Ordinance by the Board of Supervisors), the proposed legislation would be forwarded to the Board of Supervisors for their consideration. This process would provide further opportunities for public input.

Thus far, feedback from the public outreach efforts has resulted in changes to (at a minimum): applicability of the TDM Ordinance; point values associated with individual TDM measures or categories of TDM measures; targets for Development Projects of varying sizes; the inclusion of family-friendly TDM measures; and various aspects of the definitions for individual TDM measures.

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[1] Refer to September 10, 2015 Planning Commission staff report for the Transportation Sustainability Fee for a list of those stakeholders (Case Number 2015-009096PCA).

The following summarizes some comments received from the Planning Commission and the public between April 28th and July 21st and provides responses to those comments.

Public Survey

An open house was hosted at the San Francisco Planning Department offices by staff from the Planning Department, San Francisco County Transportation Authority and San Francisco Metropolitan Transportation Agency, on the evening of May 18, 2016. At the open house, City staff invited members of the public to participate in a brief survey about the proposed TDM Program. The five-question survey was designed to gather community members' general opinions on TDM, preferences for specific TDM measures, and preferences for particular TDM measures based on the respondents' geographic context.

The survey was first made available at the Planning Department open house on May 18, 2016. The survey was also made available online on the Planning Department's website from May 18, 2016 to July 1, 2016. During that time staff received 38 completed individual surveys submitted by residents from 29 different neighborhoods across all 11 supervisor districts. Survey respondents identified an affiliation with 17 different neighborhood organizations, which primarily included homeowner's associations and neighborhood associations. The TDM measures the most respondents ranked as the highest priority were ACTIVE-1 Improve Walking Conditions, PKG-4 Parking Supply, HOV-1 Contributions or Incentives for Sustainable Transportation, LU-2 On-site Affordable Housing and ACTIVE-2 Bicycle Parking. A summary of survey results and survey responses is included as Attachment F.

Non-Accessory Parking

Comment: Livable City recommends that the targets in the TDM Program Standards should be based on the number of non-accessory and Accessory Parking spaces, in instances that a Development Project includes both. Their concern is that by excluding non-accessory parking, the TDM Program could create an unintended consequence whereby property owners would assign all or a majority of their parking spaces as non-accessory parking spaces to avoid higher targets set in the TDM Program Standards. Additional recommendations include eliminating the potential for approving a conditional use for Parking Garages or Parking Lots or strengthening conditional use criteria for Parking Garages and Parking Lots to reference Vehicle Miles Traveled and/or TDM.

Response: Non-accessory parking is treated as a separate use in the Planning Code (i.e., Parking Garages and Parking Lots). Such parking is temporary and not for storage, unlike Accessory Parking. For example, in Mixed Use Districts for example, such parking generally shall be available for use by the general public on equal terms and shall not be deeded or made available exclusively to tenants, residents, owners or users of any particular use or building. With the monitoring and reporting associated with the TDM Program, Planning Department will conduct site visits to review characteristics of the use of parking at sites.

No known TDM Program can offset the vehicular travel created through non-accessory parking because the sole purpose of that use is to attract vehicle trips. Therefore, we have not included this use in the TDM Ordinance. However, staff acknowledges that some of these non-accessory parking spaces may be used like Accessory Parking spaces, particularly in retail and office use settings. Although staff does not believe the circumstances that Livable City describe may be encountered frequently, staff has added language to Section 2.2(a) of the TDM Program

Standards to avoid such unintended consequence. The additional language requires, for the purposes of determining the target(s), all parking spaces associated with any such Parking Garage or Parking Lot shall be assigned to distinct land uses categories (A, B, and C) that trigger the TDM Plan requirement within the Development Project. However, no individual land use category within the Development Project shall be assigned such parking spaces in an amount that exceeds the maximum amount of parking permitted for the associated land use(s) by the Planning Code.

Additionally, non-accessory parking uses would need to be considered as part of the environmental review process. It is possible that the project could have significant transportation impacts under CEQA, which would require mitigation measures and alternatives to reduce that impact. Furthermore, the approval of Parking Garages and Parking Lots would need to be considered separately by the Planning Commission for those that require conditional use authorizations.

A discussion of conditional use criteria for or the elimination of Parking Garages and Parking Lots has not been the subject of the tremendous amount of public outreach and research put into the TDM Program. Therefore, staff does not recommend including legislative amendments regarding conditional use criteria for these uses in this legislation. Instead, a separate legislative and outreach process should occur for this sort of proposal.

Neighborhood Parking Rate

Comment: Commissioners express the desire to apply negative points to Development Projects that exceed the neighborhood parking rate and to update the Planning Code to reflect the neighborhood parking rate.

Response: Staff considered many options for awarding points including the use of negative points and partial points. Staff chose whole positive numbers to simplify the point calculations. However, staff may reconsider negative points in the future as more research is conducted, particularly regarding the relationship between a project's neighborhood parking rate and Vehicle Miles Traveled. Staff does not recommend pursuing updates to the Planning Code to reflect the neighborhood parking rate as part of this legislation, as parking, in and by itself, has not been the subject of the TDM Program.

Fee Out Option

Comment: Comments from the Commission and members of the public have been received regarding the option for property owners to pay a fee (aka fee out) in lieu of meeting all or a portion of the target required for a Development Project.

Response: Financial support for public improvements to the transportation system is the purpose of the Transportation Sustainability Fee. A fee out option does not support the policy objective of the TDM Program which is to reduce Vehicle Miles Traveled from new development by including on-site TDM measures, under the control of the property owner. Payment of a fee does not directly result in a Vehicle Miles Travel reduction from a new development and the resulting TDM measures from the fee would not be under the control of the new development's property owner. Lastly, the TDM Program provides flexibility for property owners to develop a TDM Plan that best fits the need of their Development Project, so a fee out is not necessary. If the Commission were to direct staff to research this further, staff would need to spend a considerable amount of resources identifying a fee amount, the types of TDM measures that the fee could go

towards, the associated Vehicle Miles Traveled and points from those TDM measures, and an administrative process system to collect and administer the fee. Staff does not recommend pursuing the fee-out option.

Financing for Development Projects

Comment: Commissioners and members of the public were interested if the TDM Program breaks the myth that banks require parking to finance projects.

Response: The baseline target set for Development Project was set at a level determined reasonable (i.e., feasible) by staff based upon a review of San Francisco specific case studies. The TDM Program is not focused solely on parking. Instead the TDM Program is focused also at the TDM measures that provide more travel options for residents, workers, and visitors, particularly in the event a person does not own a car (or parking space). Research demonstrates that projects are able to be entitled with little (20 Accessory Parking spaces or fewer) to no Accessory Parking. Based on a review of 43 projects in front of the Planning Commission that would have been subject to the TDM Program had it been in place between July 1, 2014 and June 30, 2015, 20 projects were entitled with less than 20 parking spaces, including 14 without any parking, totaling 699 Dwelling Units, approximately 350,000 square feet of office, and approximately 300,000 square feet of other uses. This is an indication that projects without little to no Accessory Parking are able to receive financing for construction.

Exemptions for Health and Human Services Non-Profits

Comment: The San Francisco Human Services Network recommends health and human services non-profits should be exempt from TDM requirements. The rationale provided is that these populations use private vehicles less frequently than other uses and the ongoing administrative fee would be a financial burden on their operations.

Response: The Planning Department typically regulates land uses rather than ownership and tenancy. Therefore, it would be difficult to track this type of ownership change to uses within a building. For example, a new building could include 25,000 square feet of health and human services non-profit office uses. A private office tenant could then move into the building without any Planning Commission discretionary approval. If health and human services were exempt from this TDM Program, the subsequent private office tenant would also not be subject to the TDM Program, as the Planning Commission would have no authority to require it.

In addition, the TDM Program is intended to reduce Vehicle Miles Traveled from new development, regardless of land use. Non-profit organizations contribute to impacts to the transportation system. Additionally, employees to these sites would benefit from TDM amenities. Lastly, staff evaluated recent non-profit health and human services projects and staff could only identify one project, the Boys and Girls Club at Parcel F/380 Fulton Street in the Market/Octavia Plan Area, which would have been subject to the TDM Program had it been in place at that time. This project was required to have TDM requirements as conditions of approval based upon the environmental review document. The reason staff could only locate one project is that most often non-profit organizations move into existing buildings that would not trigger the TDM Program, either because they are less than 25,000 square feet or would not result in an intensification of the use. These existing buildings have little to no Accessory Parking, so if the use were to be subject to the TDM Program, the target in the TDM Plan may be met by separate

Planning Code TDM requirements (e.g., bicycle parking). Therefore, staff does not recommend exempting health and human services non-profits from TDM requirements.

Separately, staff is reviewing overall Planning Department processes to see if improvements can be made that would benefit non-profit organizations.

Public Review Process

Comment: Council of Community Housing Organizations expressed a desire for a public review process regarding the selection of TDM measures in a Development Project's TDM Plan.

Response: A TDM Plan is a Planning Code compliance check and not an approval. A TDM Plan is considered code compliant if it meets the TDM Program Standards. The TDM Program Standards require a Development Project to achieve a target, based upon the number of Accessory Parking spaces proposed for a land use, by selecting TDM measures from a TDM menu. Each TDM measure is assigned a point value, reflecting its relative effectiveness in reducing Vehicle Miles Traveled. The TDM menu provides flexibility to a Development Project, while acknowledging the variables that affect travel behavior in different neighborhoods in San Francisco (e.g., neighborhood parking rate, bike share proximity). The assignment of point values to TDM measures may be updated over time to reflect research regarding those variables. While the public may weigh in on policy considerations that could affect a TDM Plan (e.g., the amount of parking provided), the technical nature of the TDM Program is intended to address the goal of reducing Vehicle Miles Traveled from new development, regardless of the TDM measures selected by the Development Project to achieve the target. Note that some TDM measures may not be applicable to certain Development Projects (e.g., refer to Shuttle Services discussion below).

The TDM Program is also an improvement over the existing public review process for regarding TDM measures. Currently, beyond existing Planning Code provisions, TDM measures are applied to a much smaller set of Development Projects than that proposed for the TDM Program. For these projects, the majority of TDM measures are suggested as improvement measures by City staff or project consultants, often late in the development review process, with little to no input from the public. Under the TDM Program, the TDM Plan becomes part of the Development Project. This means that environmental review documents that are circulated for public comment and other notifications may include TDM Plan details. Therefore, staff recommends maintaining the process as proposed for a TDM Plan.

TDM Package

Comment: The commenters suggest that staff should require packages of TDM measures that work well together, particularly in different neighborhood contexts and with different types of developments.

Response: Synergies between TDM measures do exist and context affects travel behavior. Staff will research these synergies further as new developments incorporate different TDM measures throughout different neighborhoods in San Francisco. Staff may also provide some examples of TDM Plans designed for various hypothetical development projects on the Planning Department's website, along with some guidance on the development of those hypothetical TDM Plans. The hypothetical Developments Projects will be merely guides, as a property owner may continue to select TDM measures from the TDM menu applicable to the Development Project for the reasons described in the previous Public Review Process response.

Members of the public and neighborhood groups may also recommend to property owners the types of TDM measures they wish to see within their neighborhood. At and following a Planning Department Open House hosted on May 18th, members of the public were asked to fill out an in-person or online survey which focused on identifying the top five TDM measures, preferably based on location-specific circumstances. Although the results are limited, given the number of respondents (38 total, with at least one in each Board of Supervisor district), trends emerged that may guide conversations between various parties in pre-development review processes. See earlier Public Survey response regarding some of these trends.

Shuttle Services

Comment: Several commenters have expressed concerns about the inclusion of private shuttle services on the TDM menu. The general concern is that having myriad new private shuttle services operating in San Francisco is undesirable for a variety of reasons.

Response: The TDM menu was created to provide a wide selection of TDM measures for inclusion in future Development Projects. As a result, some TDM measures included in the TDM menu may have a limited applicability. This is the case for HOV-2 Shuttle Bus Service. Although this TDM measure has a high point value, it is anticipated that the vast majority of property owners will not select this measure. The TDM measure requires shuttle services to operate with a 15 minute headway (or less) during peak hours, and a 30 minute headway (or less) during off-peak hours. Only large projects would generate enough demand for shuttle services to warrant the required service frequency or have the financial resources to support such frequency. These large projects are often subject to Development Agreements. Second, if a property owner does select this TDM measure, the shuttle service lines may not replicate Muni transit service lines, unless approved by SFMTA. Some areas of the City experiencing substantial amounts of growth will be receiving substantial upgrades in transit (e.g., 16th Street) and it is not the intent of staff that each new building within these areas will run shuttle services.

Transportation Network Companies

Comment: Several commenters expressed interest regarding the inclusion or exclusion of Transportation Network Companies on the TDM menu.

Response: All of the TDM measures included in the TDM menu result in a reduction in Vehicle Miles Traveled. Staff has not included measures regarding Transportation Network Companies because no research or literature provides evidence of a relationship between these services and Vehicle Miles Traveled. Without adequate data or research it is difficult to comprehensively understand the effect of Transportation Network Companies on Vehicle Miles Traveled.

Planning Code Section 163 Applicability

Comment: At a Chamber of Commerce public policy forum, commenters raised applicability questions regarding existing Section 163 (transportation brokerage services) requirements in relation to the draft TDM Ordinance, particularly for existing buildings subject to Section 163.

Response: Section 163 currently requires projects of certain sizes in certain Use Districts to provide on-site transportation brokerage services for the lifetime of the project and to prepare a transportation management program. To comply with Section 163, buildings must either provide the services directly themselves or obtain them from a broker. Since the inception of Section 163, the only City-approved vendor of transportation brokerage services is Transportation

Management Association of San Francisco (TMASF) Connects. Founded as a non-profit in 1989, TMASF Connects membership is made up of 68 San Francisco office buildings.[2]

The existing and new buildings currently subject to Section 163 would continue to be required to provide on-site transportation brokerage services. If a Development Project were to result in an intensification of a Change of Use (e.g., PDR to office) of 25,000 square feet or more, the Development Project would be subject to the TDM Ordinance. If the existing building was also subject to Planning Code Section 163 requirements, the transportation brokerage service (e.g., TMASF) can serve as the TDM coordinator for the draft TDM Ordinance requirements. The aforementioned increase regarding Change of Use to 25,000 square feet for TDM Program applicability was partially made also as a result of this comment.

Ongoing Compliance Fee

Comment: In regard to the ongoing monitoring and reporting fee, a commenter questioned why a smaller building (e.g., 10 unit) would pay the same amount as a larger building (e.g., 100 unit, 500 unit, etc.).

Response: Although land use category D is exempt from the ongoing compliance fee, there is no policy reason for waiving or reducing fees for any land use category A, B, and C type project. The fee was set at an average level of effort anticipated to review monitoring and reporting submittals based upon a review of best practices and time and materials will be charged for costs in excess of the initial fee. Staff will track level of effort expended on different types of projects over time to see if fees should be adjusted for different types of projects.

Environment Commission

Comment: The San Francisco Environment Commission adopted a resolution in support of the TDM Ordinance, which is included in Attachment G. In the resolution, the Environment Commission also asked the authors, specifically, to include the San Francisco Department of the Environment as one of the collaborators in the development of the TDM Program Standards.

Response: The TDM Program Standards have been the result of several years of research, analysis, and discussion by a technical working group comprised of staff from the Planning Department, San Francisco Municipal Transportation Agency (SFMTA), and the San Francisco County Transportation Authority. At this time, this technical working group has already created the TDM Program Standards. However, in the future Department of Environment staff could play a role in sharing new TDM measures and research with the technical working group regarding potential updates to the TDM Program Standards. Acknowledging this, language has been added to Section 4.1 of the TDM Program Standards providing an opportunity for Department of Environment staff to provide input on substantive updates. Department of Environment staff has agreed that this language is appropriate.

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[2] It is estimated approximately 20 to 30 additional buildings are subject to Section 163 requirements, but these buildings are not members of TMASF Connects. Some of these buildings are currently under construction.

San Francisco Municipal Transportation Agency Board

Comment: The SFMTA Board adopted a resolution in support of the TDM Ordinance, which is included in which is included in Attachment G.

Response: No response is necessary, other than staff appreciates the support from the SFMTA Board.

Bay Area Air Quality Management District

Comment: The Bay Area Air Quality Management District submitted a letter in support of the TDM Ordinance, which is included in which is included in Attachment G. Of particular note the letter states "The research literature supports the use of TDM measures to reduce the demand for auto travel, thereby reducing VMT."

Response: No response is necessary, other than staff appreciates the support from the Bay Area Air Quality Management District staff.

Small Business Commission

Comment: The Small Business Commission expressed an overall lack of support for the TDM Program proposal in comments to staff. Commissioners opined that people need private vehicles to access businesses and other destinations and vehicles require parking spaces. Commissioners would prefer to see more parking in new development projects because they perceived this would not further increase the competition for existing public parking spaces. The commissioners posited that competition has increased because of the removal of on-street parking from transportation-related projects and growth in traffic. Some commissioners associate the increased competition with a reduction in the economic viability of small businesses.

Although some commissioners acknowledged that providing less parking results in fewer Vehicle Miles Traveled from development, the commission does not see this proposal as a solution to the City's transportation problems. Some commissioners were skeptical about the need to measure transportation impacts using Vehicle Miles Traveled, given that they perceived that electric cars will eliminate emissions-related air quality impacts, and they perceived that autonomous vehicles will alleviate traffic congestion. Instead, commissioners see the solution as more parking and increased frequency of service on public transit.

Response: Staff appreciates the candid feedback offered by the Small Business Commission. For the most part, comments expressed by commissioners are outside the scope of the TDM Program, and the (sole) purview of the Planning Department. Staff acknowledges that the TDM Program is not the solution to San Francisco or the region's transportation puzzle. It is just one piece, but it will lessen the transportation impacts felt from new development. Other pieces, including the Transportation Sustainability Fee and a bond measure that voters passed in November 2014, will go towards funding other measures and projects needed for the transportation system.

The TDM Program has been shaped by a multi-agency team, the agencies of which are collectively mostly responsible for short-term and long-term transportation planning within San Francisco. Therefore, brief responses to commissioner comments are included herein, but many of the responses require further dialogue between staff at these agencies and the Small Business Commission or the Office of Small Business. Since the Small Business Commission hearing, Planning Department and Office of Small Business staff have started such discussions.

Private Vehicle Ownership. Staff acknowledges that owning and operating private vehicles are a key part of fulfilling the transportation needs of many people. The focus of the TDM Program is to encourage, where feasible, other viable transportation options, so that not every trip must be made by car. The TDM Program is aimed at reducing the Vehicle Miles Traveled associated with Development Projects. One of the best ways to reduce Vehicle Miles Traveled is to make it easier for new residents, workers, and visitors to travel by sustainable modes. It is acknowledged the feasibility of not owning a private vehicle is determined by many factors, including where an individual lives, works, and goes to school; proximity to reliable transportation options and a variety of land uses; and lifestyle and financial considerations. The TDM Program does not prevent a property owner from providing up to existing Planning Code requirements or allowances; instead, it provides flexibility to property owners in developing a TDM Plan to reduce Vehicle Miles Traveled that best fits the needs of the Development Project. Reducing parking is an effective, but limited TDM measure. The TDM program is not focused solely on parking but also at the measures that provide more travel options for residents, workers, and visitors, particularly in the event a person does not own a car (or parking space). In addition, TDM measures include items to make it easier to live without car ownership if an individual does need to use a car on occasion (e.g., car-share and family-friendly measures).

Competition for Parking. This concern is focused on increased competition from on-street public parking spaces due to new development providing less parking than what was previously required in many areas of the City prior to instituting parking maximums. This is to say that a person driving destined to a development project, might "spill over" onto on-street parking spaces, if the person driving does not have their own onsite parking space. Spillover effects are both complex and variable, depending on land use and location.

As documented in the TDM Technical Justification, data suggests that having less parking does means less cars while acknowledging some people from buildings will park on the street whether they have access to onsite parking or not. In addition, data suggests many new arrivals to San Francisco are choosing not to own a car. Based on research from the U.S. Census Bureau's American Communities Survey, 62 percent of net new households added to San Francisco between 2000 and 2014 do not own a car, and 26 percent own just one car. This indicates that many existing and new residents are choosing not to own a car and would not be seeking on-street parking.

The SFMTA is also in the midst of two programs looking at the management of parking. One program is a comprehensive, data-driven evaluation of the Residential Parking Permit Program. Many of the areas within the Residential Parking Permit Program are along or near commercial corridors.[3] The SFMTA has also recently completed an evaluation of the SF*park* pilot and will use the results of the evaluation to develop a proposal for expanding the SF*park* approach to the SFMTA's other meters, lots, and

[3] San Francisco Municipal Transportation Agency (SFMTA), "Residential Parking Permit Evaluation & Reform Project", accessed July 2016.

garages. The evaluation included indicators of economic impacts of the pilot. To evaluate how SF*park* influenced the number of visitors to an area, the SFMTA administered an intercept survey in the Downtown and Marina pilot areas and in control areas. The survey showed that, of people who drove, there was a 30% increase in people who visited for shopping or dining compared to people who drove for other reasons such as work or school. In other words, more of the people who chose to drive to these areas were visiting to shop, eat, or for entertainment. This trend suggests that SF*park* made it more attractive for drivers to shop, dine, and participate in other entertainment activities. Visitor spending in neighborhood commercial districts also rose as indicated by sales tax from retail and dining purchases. An increase in sales tax collections would indicate more sales, which is an important measure of improved economic vitality.[4]

Parking Supply. San Francisco's public right-of-way is finite. Given this constraint, decisions must be made regarding the allocation of this limited public space. Decisions regarding the allocation of the public right-of-way are guided by adopted plans and policies, including the Transit First Policy, Vision Zero, and others. As stated in the Transit-First Policy, "to ensure quality of life and economic health in San Francisco, the primary objective of the transportation system must be the safe and efficient movement of people and goods." Thus, transportation-related improvements and other transportation policies, such as the TDM Program, must be guided by safety and efficiency considerations.

With regard to safety considerations, higher total amounts of vehicle travel result in higher crash exposure[5]. In addition, off-street parking garages require driveways and curb cuts which create opportunities for conflicts with other modes of the transportation system as vehicles enter and exit the garages.

Regarding efficiency, the allocation of parking at every location people want access to will result in more vehicles (and congestion, pollution, noise), not less, given the strong incentive a parking space provides for an individual to drive, and will not resolve transportation challenges. In addition, electric and autonomous vehicles are still vehicles. Electric vehicles do not solve the safety challenges posed by automobiles and air pollution issues are not resolved if the source of the electricity is not renewable. Autonomous vehicles may someday result in better safety outcomes, but autonomous vehicles have numerous legal, consumer, technological, and regulatory hurdles and thus are still years from potential widespread adoption. Unless San Francisco shifts to a shared model of vehicle rather than individual ownership, autonomous vehicles will not solve San Francisco's space efficiency challenges. Furthermore, providing abundant amounts of parking will result in a less overall livable city. Off-street parking requires space that could be used more productively, including for housing, businesses, or parks. Similarly, on-street parking is sometimes repurposed for safety reasons (e.g., daylighting), to provide livable, active uses (e.g., curb extensions which allow for

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[4] SFMTA, *SFpark Pilot Project Evaluation*, June 2014.

[5] Office of Planning and Research, *Revised Proposal on Updates to the CEQA Guidelines on Evaluating Transportation Impacts in CEQA*, January 2016.

commercial business seating), or to provide more reliable, frequent transit service (e.g., transit-only lanes). Staff acknowledges people deserve a reliable transportation system that provides the freedom of moving around the City using multiple options. Although the TDM Program will not provide the totality of that system, it will provide more options for people than parking alone can provide, particularly as a system of these TDM amenities are built up over time at numerous buildings.

REQUIRED COMMISSION ACTION

The proposed Resolutions are before the Commission so that it may recommend approval or disapproval to adopt the Planning Code amendments and TDM Program Standards.

RECOMMENDATION

The Department recommends that the Commission recommend *approval* of the resolution of intent to adopt the Planning Code amendments and TDM Program Standards.

BASIS FOR RECOMMENDATION

The TDM Program herein is the third component, Shift, of the Transportation Sustainability Program, a policy initiative aimed at maintaining mobility as our City grows. The two adopted components of the Transportation Sustainability Program will provide funding for sustainable modes of transportation to support growth from new development or improve the development review process so that sustainable modes of transportation projects may be delivered faster. The results of these two components could lead to a shift in travel behavior from new residents, tenants, employees, and visitors. However, the adoption of the Shift Component will complement the other two components by providing those new residents, tenants, employees, and visitors more tools (i.e., TDM measures) to travel by sustainable modes.

ENVIRONMENTAL REVIEW

The actions described herein are subject to review under the California Environmental Quality Act. The requisite environmental review has been completed, a Categorical Exemption has been issued, and the Certificate of Categorical Exemption is included, herein, as Attachment H Certificate of Categorical Exemption.

RECOMMENDATION:	Approval to Adopt

Attachments:

Attachment A: Draft Resolution Recommending Approval of the TDM Ordinance
Attachment B: Draft TDM Ordinance
Attachment C: Draft Resolution Recommending Adoption of the TDM Program Standards
Attachment D: Draft TDM Program Standards (July 2016) and Summary of Revisions to June 2016 Draft TDM Program Standards
Attachment E: TDM Technical Justification
Attachment F: Summary of Stakeholder Outreach
Attachment G: Public Comment Letters since April 28, 2016

- SFMTA Board
- Environment Commission
- Bay Area Air Quality Management District staff

Attachment H: Certificate of Categorical Exemption

ATTACHMENT B: DRAFT TDM ORDINANCE

FILE NO. ORDINANCE NO.

[Planning Code - Transportation Demand Management Program Requirement]

Ordinance amending the Planning Code to establish a citywide Transportation Demand Management (TDM) Program, to require Development Projects to incorporate design features, incentives, and tools that support sustainable forms of transportation; to create a new administrative fee to process TDM Plan applications and compliance reports; and to make conforming amendments to various sections of the Planning Code; affirming the Planning Department's determination under the California Environmental Quality Act, and making findings of public necessity, convenience, and welfare under Planning Code Section 302, and findings of consistency with the General Plan and the eight priority policies of Planning Code Section 101.1.

NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
Additions to Codes are in *single-underline italics Times New Roman font*.
Deletions to Codes are in ~~*strikethrough italics Times New Roman font*~~.
Board amendment additions are in double-underlined Arial font.
Board amendment deletions are in ~~strikethrough Arial font~~.
Asterisks (* * * *) indicate the omission of unchanged Code subsections or parts of tables.

Be it ordained by the People of the City and County of San Francisco:

Section 1. Findings. The Board of Supervisors of the City and County of San Francisco hereby finds and determines that:

(a) The Planning Department has determined that the actions contemplated in this ordinance comply with the California Environmental Quality Act (California Public Resources Code Section 21000 et seq.). Said determination is on file with the Clerk of the Board of Supervisors in File No. _____, and is incorporated herein by reference. The Board affirms this determination.

(b) On _____, the Planning Commission, in Resolution No. _____, adopted findings that the actions contemplated in this ordinance are consistent, on balance, with the City's General Plan and eight priority policies of Planning Code Section 101.1. The Board adopts these findings as its own. A copy of said Resolution is on file with the Clerk of the Board of Supervisors in File No. _____, and is incorporated herein by reference.

(c) On _____, the Planning Commission, in Resolution No. _____, approved this legislation, recommended it for adoption by the Board of Supervisors, and adopted findings that it will serve the public necessity, convenience and welfare. Pursuant to Planning Code Section 302, the Board adopts these findings as its own. A copy of said Resolution is on file with the Clerk of the Board of Supervisors in File No. _____, and is incorporated herein by reference.

Section 2. The Planning Code is hereby amended by adding Sections 169,169.1, 169.2, 169.3, 169.4, 169.5, and 169.6, to read as follows:

SEC. 169. TRANSPORTATION DEMAND MANAGEMENT PROGRAM.

Sections 169 through 169.6 (hereafter referred to collectively as "Section 169") set forth the requirements of the Transportation Demand Management Program (TDM Program).

SEC. 169.1. FINDINGS.

(a) According to Plan Bay Area 2040, the long-range integrated transportation and land-use/housing strategy for the San Francisco Bay Area through 2040 adopted in 2013 by the Association of Bay Area Governments and the Metropolitan Transportation Commission, San Francisco is expected to grow by approximately 191,000 jobs and 102,000 households from 2010 to 2040.

(b) This growth will generate an increased demand for transportation infrastructure and services on an already constrained transportation system. One of the challenges posed by this growth is the increased number of single occupancy vehicle trips, and the pressures they add to San Francisco's limited public streets and rights-of-way, contributing to congestion, transit delays, and public health and safety concerns caused by motorized vehicles, air pollution, greenhouse gas (GHG) emissions, and noise, thereby negatively impacting the quality of life in the City.

(c) The Transportation Sustainability Program, or TSP, is aimed at accommodating this new growth while minimizing its impact on San Francisco's transportation system. It is a joint effort of the Mayor's Office, the Planning Department, the San Francisco County Transportation Authority, and the San Francisco Municipal Transportation Agency that has spanned many years and has involved a robust process of public outreach and discussion. The TSP includes three separate but related policy initiatives: the Transportation Sustainability Fee (TSF); the modernization of San Francisco's environmental review process under the California Environmental Quality Act (CEQA); and the Transportation Demand Management (TDM) Program.

(1) The first component, the TSF, seeks to fund transportation improvements to support new growth by charging a development impact fee on new development. The City approved the TSF in 2015 with the enactment of Ordinance No. 200-15 (Board of Supervisors File No. 150790).

(2) The second component, the modernization of the environmental review process under CEQA, has been shepherded by the State under Senate Bill 743 (Stats. 2013. C. 386, now codified in Public Resources Code Section 21099). SB 743 required the Office of Planning and Research (OPR) to develop new guidelines to replace the existing transportation review standard, focused on automobile delay, with new criteria that "promote the reduction of greenhouse gas emissions, the development of multimodal transportation networks, and a diversity of land uses." OPR recommended a replacement metric of Vehicle Miles Traveled, or VMT, that is, the amount and distance of automobile travel attributable to a project. The Planning Commission unanimously

approved a Resolution adopting changes consistent with implementation of SB 743, including the use of Vehicle Miles Traveled as the metric for calculating transportation-related environmental impacts, at its hearing on March 3, 2016 (Planning Commission Resolution No. 19579).

(3) The third component creates the TDM Program, detailed in Section 169. The TDM Program seeks to promote sustainable travel modes by requiring new development projects to incorporate design features, incentives, and tools that support transit, ride-sharing, walking, and bicycle riding for the residents, tenants, employees, and visitors of their projects.

(d) State and regional governments have enacted many laws and policy initiatives that promote the same sustainable transportation goals the TDM Program seeks to advance. For instance, at the state level, the Congestion Management Law, Gov. Code Section 65088, establishes that to reduce the state's traffic congestion crisis and "keep California moving," it is important to build transit-oriented development, revitalize the state's cities, and promote all forms of transportation. Assembly Bill 32, the California Global Warming Solutions Act of 2006 (Chapter 488, Statutes of 2006), requires statewide GHG reductions to 1990 levels by 2020. Executive Orders B-30-15, S-3-05 and B-16-12 set forth GHG reduction targets beyond that year, to 2050. Senate Bill 375, the Sustainable Communities and Climate Protection Act of 2008 (Chapter 728, Statutes of 2008) supports the state's climate action goals to reduce GHG emissions through coordinated transportation and land use planning with the goal of creating more sustainable communities. Under this statute, the California Air Resources Board establishes GHG reduction targets for metropolitan planning organizations, based on land use patterns and transportation systems specified in Regional Transportation Plans and Sustainable Community Strategies. Plan Bay Area 2040 sets GHG and Vehicle Miles Traveled reduction targets and a target for increasing non-automobile mode share for the Bay Area.

(e) In addition, San Francisco has enacted many laws and policy initiatives that promote the same sustainable transportation goals the TDM Program seeks to advance. The "Transit First

Policy," in Section 8A.115 of the City Charter, declares that public transit is "an economically and environmentally sound alternative to transportation by individual automobiles," and that within the City, "travel by public transit, by bicycle and on foot must be an attractive alternative to travel by private automobile." The GHG Reduction Ordinance, codified at Chapter 9 of the Environment Code, sets GHG reduction emission targets of 25% below 1990 levels by 2017; 40% below 1990 levels by 2025; and 80% below 1990 levels by 2050. The City's Climate Action Strategy, prepared pursuant to the GHG Reduction Ordinance, has identified a target of having 50% of total trips within the City be made by modes other than automobiles by 2017, and 80% by 2030. One of the ways identified to achieve this target is through TDM for new development.

(f) San Francisco has long acknowledged the importance of TDM strategies in the Transportation Element of the City's General Plan, the San Francisco County Transportation Plan, and many Area Plans. For example, each of the Area Plans within Eastern Neighborhoods and the Transit Center District Plan identify policies for the development of a TDM program within them.

(g) The TDM Program set forth in Section 169 requires new projects subject to its requirements to incorporate design features, incentives, and tools to encourage new residents, tenants, employees, and visitors to travel by sustainable transportation modes, such as transit, walking, ride-sharing, and biking, thereby reducing Vehicle Miles Traveled associated with new development. The goals of the TDM Program are to help keep San Francisco moving as it grows, and to promote better environmental, health, and safety outcomes, consistent with the state, regional, and local policies mentioned above.

(h) For projects that use Development Agreements and may not be required to comply fully with the requirements of Section 169, it is the Board of Supervisors' strong preference that Development Agreements should include similar provisions that meet the goals of the TDM Program.

SEC. 169.2. DEFINITIONS.

For purpose of Section 169, the following definitions shall apply. In addition, see the Planning Commission Standards for the Transportation Demand Management Program (TDM Program Standards), described in Section 169.6, for additional definitions of terms applicable to this Section 169.

Approval. Any required approval or determination on a Development Application that the Planning Commission, Planning Department, or Zoning Administrator issues.

Development Application. As defined in Section 401.

Development Project. As defined in Section 401.

Transportation Demand Management, or TDM. Design features, incentives, and tools implemented by Development Projects to reduce VMT, by helping residents, tenants, employees, and visitors choose sustainable travel options such as transit, bicycle riding, or walking.

Transportation Demand Management Plan, or TDM Plan. A Development Project's plan describing compliance with the TDM Program.

Transportation Demand Management Program, or TDM Program. The San Francisco policy requiring Development Projects to incorporate TDM measures in their proposed projects, as set forth in Section 169.

Vehicle Miles Traveled, or VMT. A measure of the amount and distance that a Development Project causes people to drive, as set forth in more detail by the Planning Commission in the TDM Program Standards prepared pursuant to Section 169.6.

SEC. 169.3. APPLICABILITY.

(a) Except as provided in subsection (b), Section 169 shall apply to any Development Project in San Francisco that results in:

(1) Ten or more Dwelling Units, as defined in Section 102; or

(2) Ten or more beds in a Group Housing or Residential Care Facility, as these terms are defined in Section 102; or

(3) Any new construction resulting in 10,000 occupied square feet or more of any use other than Residential, as this term is defined in Section 102, excluding any area used for accessory parking; or

(4) Any Change of Use resulting in 25,000 occupied square feet or more of any use other than Residential, as this term is defined in Section 102, excluding any area used for accessory parking, as set forth in the TDM Program Standards, if:

(A) The Change of Use involves a change from a Residential use to any use other than Residential; or

(B) The Change of Use involves a change from any use other than Residential, to another use other than Residential.

(b) Exemptions. Notwithstanding subsection (a), Section 169 shall not apply to the following:

(1) One Hundred Percent Affordable Housing Projects. Residential uses within Development Projects where all residential units are affordable to households at or below 150% of the Area Median Income, as defined in Section 401, shall not be subject to the TDM Program. Any uses other than Residential within those projects, whose primary purpose is to provide services to the Residential uses within those projects shall also be exempt. Other uses shall be subject to the TDM program. All uses shall be subject to all other applicable requirements of the Planning Code.

(2) Parking Garages and Parking Lots, as defined in Section 102. However, parking spaces within such Parking Garages or Parking Lots, when included within a larger Development Project, may be considered in the determination of TDM Plan requirements, as described in the TDM Program Standards.

(c) When determining whether a Development Project shall be subject to the TDM Program, the Development Project shall be considered in its entirety. A Development Project shall not seek multiple applications for building permits to evade the applicability of the TDM Program.

(d) The TDM Program shall not apply to any Development Project that receives Approval of a Development Application before the effective date of this Section.

SEC. 169.4. TRANSPORTATION DEMAND MANAGEMENT PLAN REQUIREMENTS.

(a) A property owner shall submit a proposed TDM Plan along with the Development Project's first Development Application. The proposed TDM Plan shall document the Development Project's proposed compliance with Section 169 and the Planning Commission's TDM Program Standards.

(b) The proposed TDM Plan shall be reviewed in conjunction with the approval of the first Development Application for the Development Project.

(c) Compliance with the TDM Program, including compliance with a finalized TDM Plan, shall be included as a Condition of Approval of the Development Project. The Planning Commission shall not waive, reduce, or adjust the requirements of the TDM Program through the approval processes described in Sections 304, 309, 329 or any other Planning Commission approval process that allows for exceptions.

(d) The Development Project shall be subject to the TDM Program Standards in effect at the time of its first Development Project Approval. If the Planning Commission has issued revised TDM Program Standards subsequent to that Development Project Approval, then the property owner may elect to have the Development Project be subject to the later-approved TDM Program Standards, but if so, must meet all requirements of such revised Standards.

(e) The Zoning Administrator shall approve and order the recordation of a Notice in the Official Records of the Recorder of the City and County of San Francisco for the subject property prior

to the issuance of a building or site permit. This Notice shall include the Development Project's final TDM Plan and detailed descriptions of each TDM measure.

(f) Upon application of a property owner, after a TDM Plan is finalized and the associated building or site permit has been issued, a Development Project's TDM Plan may be modified in accordance with procedures and standards adopted by the Planning Commission in the TDM Program Standards.

SEC. 169.5. MONITORING, REPORTING AND COMPLIANCE.

(a) Prior to the issuance of a first certificate of occupancy, the property owner shall facilitate a site inspection by Planning Department staff to confirm that all approved physical improvement measures in the Development Project's TDM Plan have been implemented and/or installed. The property owner shall also provide documentation that all approved programmatic measures in the Development Project's TDM Plan will be implemented. The process and standards for determining compliance shall be specified in the Planning Commission's TDM Program Standards.

(b) Throughout the life of the Development Project, the property owner shall:

(1) Maintain a TDM coordinator, as defined in the Planning Commission's TDM Program Standards, who shall coordinate with the City on the Development Project's compliance with its approved TDM Plan.

(2) Allow City staff access to relevant portions of the property to conduct site visits, surveys, inspection of physical improvements, and/or other empirical data collection, and facilitate in-person, phone, and/or e-mail or web-based interviews with residents, tenants, employees, and/or visitors. City staff shall provide advance notice of any request for access and shall use all reasonable efforts to protect personal privacy during visits and in the use of any data collected during this process.

(3) Submit periodic compliance reports to the Planning Department, as required by the Planning Commission's TDM Program Standards.

SEC. 169.6. TRANSPORTATION DEMAND MANAGEMENT PROGRAM STANDARDS.

(a) The Planning Commission, with the assistance of the Planning Department and in consultation with staff of the San Francisco Municipal Transportation Agency and the San Francisco County Transportation Authority, shall adopt the Planning Commission Standards for the Transportation Demand Management Program, or TDM Program Standards. The TDM Program Standards shall contain the specific requirements necessary for compliance with the TDM Program. The TDM Program Standards shall be updated from time to time, as deemed appropriate by the Planning Commission, to reflect best practices in the field of Transportation Demand Management.

(b) When preparing, adopting, or updating the TDM Program Standards, the Planning Commission shall consider the primary goals of Section 169, that is, to reduce VMT from new development in order to maintain mobility as San Francisco grows, and to achieve better environmental, health and safety outcomes. In addition, the Planning Commission shall consider the following principles:

(1) The requirements of the TDM Program, as set forth in the TDM Program Standards, shall be proportionate to the total amount of VMT that Development Projects produce, and shall take into account site-specific information, such as density, diversity of land uses, and access to travel options other than the private automobile in the surrounding vicinity.

(2) The TDM Program Standards shall provide flexibility for Development Projects to achieve the purposes of the TDM Program in a way that best suits the circumstances of each Development Project. To that end, the TDM Program Standards shall include a menu of TDM measures from which to choose. Each measure in this TDM menu shall be designed to reduce VMT by site residents, tenants, employees, or visitors, as relevant to the Development Project, and must be under the control of the developer, property owner, or tenant.

(3) Each of the TDM measures in the TDM Program Standards shall be assigned a number of points, reflecting its relative effectiveness to reduce VMT. This relative effectiveness determination shall be grounded in literature review, local data collection, best practice research, and/or professional transportation expert opinion, and shall be described in the TDM Program Standards.

(c) Every four years, following the periodic updates to the San Francisco Countywide Transportation Plan that the San Francisco County Transportation Authority prepares, the Planning Department shall prepare a report analyzing the implementation of the TDM Program and describing any changes to the TDM Program Standards. The Planning Department shall present such report to the Planning Commission and the Board of Supervisors during public hearings.

Section 3. The Planning Code is hereby amended by revising Sections 151, 163, 166, 305, and 357 to read as follows:

SEC. 151. SCHEDULE OF REQUIRED OFF-STREET PARKING SPACES.

(a) Applicability. Off-street parking spaces shall be provided in the minimum quantities specified in Table 151, except as otherwise provided in Section 151.1 and Section 161 of this Code. Where the building or lot contains uses in more than one of the categories listed, parking requirements shall be calculated in the manner provided in Section 153 of this Code. Where off-street parking is provided which exceeds certain amounts in relation to the quantities specified in Table 151, as set forth in subsection (c), such parking shall be classified not as accessory parking but as either a principal or a conditional use, depending upon the use provisions applicable to the district in which the parking is located. In considering an application for a conditional use for any such parking, due to the amount being provided, the Planning Commission shall consider the criteria set forth in Section 157 of this

Code. *Minimum off-street parking requirements shall be reduced, to the extent needed, when such reduction is part of a Development Project's compliance with the Transportation Demand Management Program set forth in Section 169 of the Planning Code.*

* * * *

SEC. 163. TRANSPORTATION MANAGEMENT PROGRAMS AND TRANSPORTATION BROKERAGE SERVICES IN COMMERCIAL AND MIXED USE DISTRICTS.

(a) Purpose. This Section *163* is intended to assure that adequate ~~*measures*~~ *services* are undertaken ~~*and maintained*~~ to minimize the transportation impacts of added office employment *and residential development* in the downtown and South of Market area, in a manner consistent with the objectives and policies of the General Plan, by facilitating the effective use of transit, encouraging ridesharing, and employing other practical means to reduce commute travel by single-occupant vehicles.

(b) Applicability. The requirements of this Section apply to any project meeting one of the following conditions:

(1) In Commercial and Mixed Use Districts, projects where the ~~*gross*~~ *occupied* square feet of new construction, conversion, or added floor area for office use equals at least 100,000 square feet;

(2) In the C-3-O(SD) District, where new construction, conversion, or added floor area for residential use equals at least 100,000 square feet or 100 dwelling units;

(3) In the C-3-O(SD) District, projects where the ~~*gross*~~ *occupied* square feet of new construction or added floor area for any non-residential use equals at least 100,000 square feet; or

(4) In the case of the SSO, WMUO, or MUO District, where the ~~*gross*~~ *occupied* square feet of new, converted or added floor area for office use equals at least 25,000 square feet.

(c) Requirement. For all applicable projects, the ~~*project sponsor*~~ *property owner* shall be required to provide on-site transportation brokerage services for the actual lifetime of the project, as provided in this Subsection. Prior to the issuance of a temporary permit of occupancy ~~*(for this purpose Section 149(d) shall apply)*~~, the ~~*project sponsor*~~ *property owner* shall execute an agreement with the Planning Department for the provision of on-site transportation brokerage services. ~~*and preparation of a transportation management program to be approved by the Director of Planning and implemented by the provider of transportation brokerage services. The transportation management program and transportation brokerage services shall be designed:*~~

~~*(1) To promote and coordinate effective and efficient use of transit by tenants and their employees, including the provision of transit information and sale of transit passes on-site;*~~

~~*(2) To promote and coordinate ridesharing activities for all tenants and their employees within the structure or use;*~~

~~*(3) To reduce parking demand and assure the proper and most efficient use of on-site or off-site parking, where applicable, such that all provided parking conforms with the requirements of Article 1.5 of this Code and project approval requirements;*~~

~~*(4) To promote and encourage the provision and proliferation of car-sharing services convenient to tenants and employees of the subject buildings in addition to those required by Section 166, and to promote and encourage those tenants and their employees to prioritize the use of car-share services for activities that necessitate automobile travel, including the promotion and sale of individual and business memberships in certified car-sharing organizations, as defined by Section 166(b)(2).*~~

~~*(5) To promote and encourage project occupants to adopt a coordinated flex-time or staggered work hours program designed to more evenly distribute the arrival and departure times of employees within normal peak commute periods;*~~

~~*(6) To participate with other project sponsors in a network of transportation brokerage services for the respective downtown, South of Market area, or other area of employment concentration in Mixed Use Districts;*~~

~~*(7) To carry out other activities determined by the Planning Department to be appropriate to meeting the purpose of this requirement.*~~

SEC. 166. CAR SHARING.

* * * *

(g) Optional Car-Share Spaces.

(1) Amount of Optional Spaces. In addition to any permitted or required parking that may apply to the project, the property owner may elect to provide additional car-share parking spaces in the maximum amount specified in Table 166A; provided, however, that the optional car-share parking spaces authorized by this subsection (g) are not permitted for a project that receives a Conditional Use authorization to increase parking. *Additional car-share parking spaces shall be allowed beyond the maximum amount specified in Table 166A, to the extent needed, when such additional car-share parking spaces are part of a Development Project's compliance with the Transportation Demand Management Program set forth in Section 169 of the Planning Code.*

* * * *

SEC. 305. VARIANCES.

(a) General. The Zoning Administrator shall hear and make determinations regarding applications for variances from the strict application of quantitative standards in this Code. He

shall have power to grant only such variances as may be in harmony with the general purpose and intent of this Code and in accordance with the general and specific rules contained herein, and he shall have power to grant such variances only to the extent necessary to overcome such practical difficulty or unnecessary hardship as may be established in accordance with the provisions of this Section. No variance shall be granted in whole or in part which would have an effect substantially equivalent to a reclassification of property; or which would permit any use, any height or bulk of a building or structure, or any type or size or height of sign not expressly permitted by the provisions of this Code for the district or districts in which the property in question is located; or which would grant a privilege for which a conditional use procedure is provided by this Code; or which would change a definition in this Code; or which would waive, reduce or adjust the inclusionary housing requirements of Sections 415 through 415.9; or which would reduce or waive any portion of the usable open space applicable under certain circumstances in the Eastern Neighborhoods Mixed Use Districts pursuant to Section 135(i) and 135.3(d); or which would waive or reduce the quantity of bicycle parking required by Sections 155.2 through 155.3 where off-street automobile parking is proposed or existing*; or which would waive, reduce or adjust the requirements of the TDM Program in Sections 169 et seq.*. A variance may be granted for the bicycle parking layout requirements in Section 155.1 of this Code. If the relevant Code provisions are later changed so as to be more restrictive before a variance authorization is acted upon, the more restrictive new provisions, from which no variance was granted, shall apply. The procedures for variances shall be as specified in this Section and in Sections 306 through 306.5.

* * * *

SEC. 357. TRANSPORTATION REVIEW ASSOCIATED WITH PROJECT APPLICATIONS.

(a) Transportation Study $21,758.~~00~~ plus time and materials as set forth in Section 350(c). Extremely complex transportation studies will be charged a higher initial fee based on the specifics of the project which will be outlined in an Agreement between the Department and the project sponsor.

(b) Municipal Transportation Agency review of transportation impact study: $4,185 per study.

(c) Transportation Demand Management Program fees. The fee for review of a Development Project's Transportation Demand Management Plan shall be $6,000, plus time and materials in excess of this initial one-time fee. The fee for periodic compliance review required under the Transportation Demand Management Program Standards shall be $1,000. In addition, the fee for voluntary Transportation Demand Management Plan update review shall be $1,300.

Section 4. Effective Date. This ordinance shall become effective 30 days after enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board of Supervisors overrides the Mayor's veto of the ordinance.

Section 5. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors intends to amend only those words, phrases, paragraphs, subsections, sections, articles, numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal Code that are explicitly shown in this ordinance as additions, deletions, Board amendment additions, and Board amendment deletions in accordance with the "Note" that appears under the official title of the ordinance. Notwithstanding the previous sentence, if the City enacts the ordinance in Board of Supervisors File No. 160632, which, among other things, deletes Planning Code Section 357 in its entirety and places the transportation study fees referenced

in Planning Code Section 357 into the uncodified Section 4 of that ordinance, it is the intent of the Board of Supervisors that this ordinance not conflict with the ordinance in File No. 160632. Accordingly, if the City enacts the ordinance in File No. 160632 with the deletion of Planning Code Section 357 in its entirety, it is the intent of the Board of Supervisors that Section 357 be likewise deleted from this ordinance, but that subsection (c) of Planning Code Section 357, which is added by this ordinance, be treated as an uncodified provision of this ordinance, and serve as the basis for the inclusion of the fee established in subsection (c) in the Planning Department Schedule of Fees.

APPROVED AS TO FORM:
DENNIS J. HERRERA, City Attorney

By: _____
ANDREA RUIZ-ESQUIDE
Deputy City Attorney

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PLANNING COMMISSION

STANDARDS FOR THE **TRANSPORTATION DEMAND MANAGEMENT** PROGRAM

shift

DRAFT JULY 2016

SEAL OF THE CITY AND COUNTY OF SAN FRANCISCO

SFMTA

San Francisco Planning

SAN FRANCISCO

Acknowledgements

We express our appreciation to numerous individuals involved in developing the TDM Program over the years. In addition to those current elected and appointed officials and the project team mentioned below, numerous others (e.g., public, advocacy groups, consultants, interns, other jurisdictions, other and past city staff) were instrumental in developing this program, and we appreciate the guidance and assistance you provided.

ELECTED / APPOINTED OFFICIALS

Mayor

Edwin M. Lee

San Francisco Board of Supervisors

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Mark Farrell, District 2
Aaron Peskin, District 3
Katy Tang, District 4
London Breed, District 5, *President*
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Dennis Richards, *Vice-President*
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Christine Johnson
Kathrin Moore
Cindy Wu

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Office of Economic And Workforce Development

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San Francisco County Transportation Authority

Tilly Chang, *Executive Director*
Joe Castiglione
Drew Cooper
Michael Schwartz
Ryan Greene-Roesel

San Francisco Municipal Transportation Agency

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Alicia John-Baptiste, *Chief of Staff (Emeritus)*
Sonali Bose, *Director of Finance and Information Technology*
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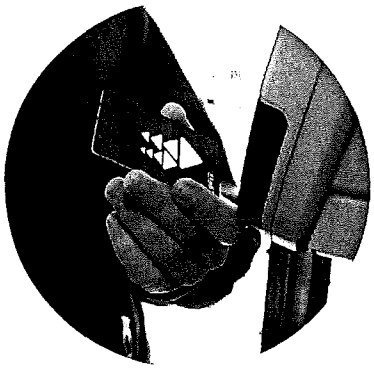

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PREFACE

TDM Program Standards

The City and County of San Francisco (City or San Francisco) is a popular place to work, live and visit, placing strains on the existing transportation network. The City is projected to grow substantially between 2010 and 2040 – with the addition of up to 100,000 new households and 190,000 new jobs.[1] Without enhancements to our transportation network, this growth could result in more than 600,000 additional cars on our streets.[2]

The Transportation Demand Management (TDM) Program is part of an initiative aimed at improving and expanding the transportation system to help accommodate new growth, and creating a policy framework for private development to contribute to minimizing its impact on the transportation system, including helping to pay for the system's enhancement and expansion. The TDM Program described herein is one of the three interrelated policy initiatives comprising the Transportation Sustainability Program. The Transportation Sustainability Program is summarized in the TDM Technical Justification document.

1 Association of Bay Area Governments (ABAG), Projections 2013.

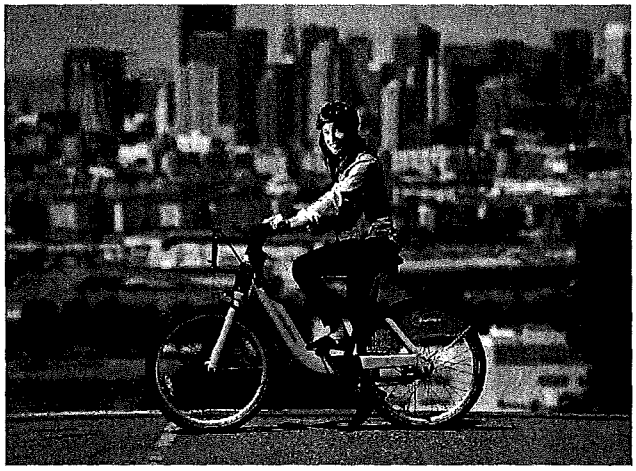
2 San Francisco County Transportation Authority, San Francisco Transportation Plan 2040, Appendix B: Needs Analysis White Paper, December 2013.

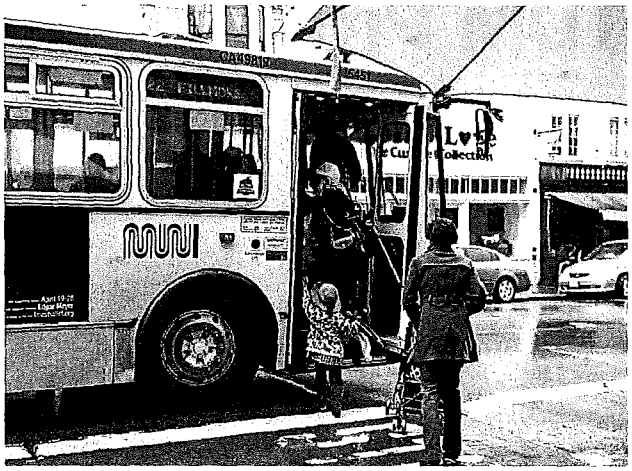
PURPOSE OF THE TDM PROGRAM

Applying TDM to new development is a sensible step forward in maintaining mobility as our city grows. The TDM Program helps manage demand on the transportation network by making sure new developments are designed to make it easier for new residents, tenants, employees, and visitors to get around by sustainable travel modes such as transit, walking, and biking. Each measure included in the TDM Program is intended to reduce Vehicle Miles Traveled, using an efficiency metric (e.g., per capita, per employee), from new development.

TDM PROGRAM STANDARDS CONTENTS

Under Planning Code Section 169.6, the Planning Commission has adopted these Standards for the Transportation Demand Management Program (TDM Program Standards) in compliance with Planning Code Section 169. The TDM Program Standards contained herein are the culmination of years of work and research. The research is summarized in the TDM Technical Justification document.





The TDM Program Standards contain the specific requirements necessary for a Development Project's compliance with the TDM Program requirements of Planning Code Section 169. This document is organized as follows:

Section 1 provides an overview of the overall process for a TDM Plan, summarizing the information that is provided in Sections 2 and 3 of the TDM Program Standards.

Section 2 provides the requirements and standards for a TDM Plan.

Section 3 discusses the monitoring and reporting process after a Development Project has been entitled.

Section 4 describes TDM Program updates made by Planning, including potential updates to the TDM menu and reporting requirements to City decision-makers.

Appendix A provides the detailed description of the TDM measures on the TDM menu.

Note that several of the terms used throughout the document are defined in the Glossary of Terms, provided at the end of the TDM Program Standards. Terms defined in the Glossary of Terms are *italicized* the first time they appear in the remainder of the TDM Program Standards, excluding tables and figures.

SECTION 1

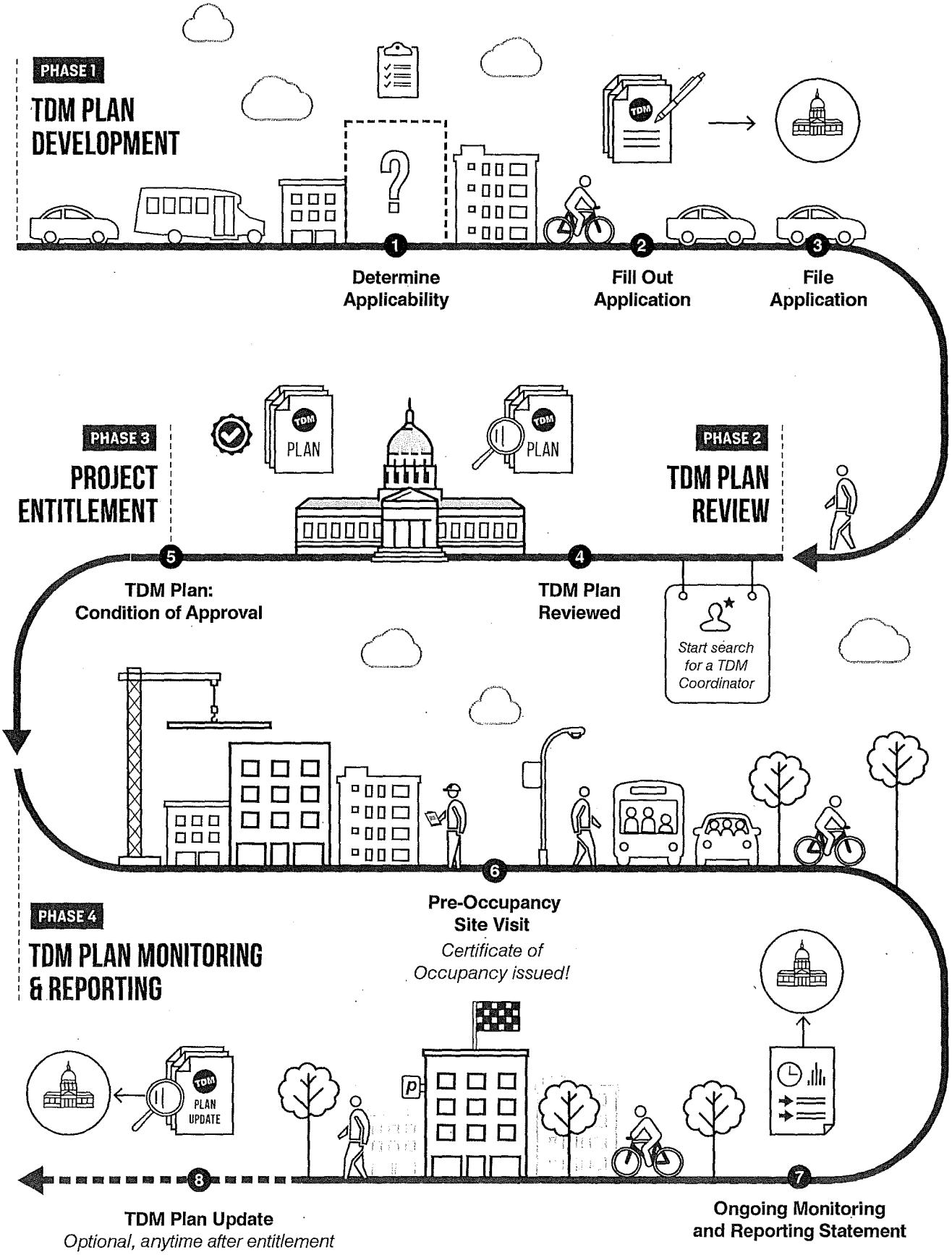
Transportation Demand Management Plan Process

Figure 1-1 provides an overview of the overall process for developing a Transportation Demand Management (TDM) Plan. Figure 1-1 is discussed in more detail in Sections 2 and 3 and is summarized in Table 1-1: Overall Process, as follows:

TABLE 1-1: **OVERALL PROCESS**

Phase	*Action (Responsible Party)*	*Description*
TDM Plan Development	❶ **Determine Applicability** (property owner)	Property owner determines if the TDM Program is applicable to the Development Project.
	❷ **Fill out Application** (property owner)	If subject to TDM Program, property owner understands TDM requirements and gathers information necessary for TDM Plan Review Application.
	❸ **File Application** (property owner)	Property owner submits a TDM Plan Review Application for City review, along with an administrative fee.
TDM Plan Review	❹ **TDM Plan Reviewed** (Planning Department staff/ property owner)	Planning Department staff reviews the TDM Plan, compares it to the TDM Program Standards.
Project Entitlement	❺ **TDM Plan: Condition of Approval** (Planning Department staff/ Planning Commission)	If the Development Project is approved, the requirement for a TDM Plan is included as a Condition of Approval.
TDM Plan Monitoring and Reporting	❻ **Pre-Occupancy Site Visit** (Planning Department staff/ property owner)	Prior to issuance of a First Certificate of Occupancy, Planning Department staff will conduct a site visit with the property owner to verify that all physical measures (bicycle parking, signage, etc.) have been included as planned.
	❼ **Ongoing Monitoring and Reporting Statement** (Planning Department staff/ property owner)	Once the building is occupied, the property owner is required to submit an Ongoing Monitoring and Reporting Statement with an administrative fee. Planning Department staff will review the statement to ensure compliance with the TDM Plan. Enforcement steps will be taken, if needed, to attain compliance status.
	❽ **TDM Plan Update** (Planning Department staff/ property owner)	At any time after the Development Project's entitlement, the property owner may voluntarily initiate review of the TDM Plan, by filing a TDM Plan Update Application, along with an administrative fee.

FIGURE 1-1: OVERALL PROCESS



SECTION 2

Transportation Demand Management Plan

This section provides the standards a *property owner* uses in developing a *TDM Plan*.

2.1 DETERMINE APPLICABILITY

Any *Development Project* that meets the applicability criteria of Planning Code Section 169.3 shall be subject to the *TDM Program* requirements of Planning Code Section 169 and the TDM Program Standards. The TDM Program Standards require each land use within a Development Project to be categorized as one of four separate *land use categories* (see Section 2.2(a)(1) below), and each land use category within a Development Project to trigger individual TDM *targets* within the overall *TDM Plan* (see Section 2.2(a) below). As such, the TDM Program Standards allow for a mixed use Development Project to have some land uses that must meet a TDM target within the TDM Plan, and some land uses that will not be required to meet a TDM target.

For a Development Project that involves a Change of Use, the Change of Use must result in an intensification of use for the TDM Program to apply. An intensification of use is described as going from a lower land use category to a higher land use category, according to the estimated number of vehicle trips per parking space provided for the primary user. For example, a change from land use category D to land use category B constitutes an intensification of use. If the Change of Use does not result in an intensification of use, the base target score is zero points and the Development Project is not required to submit a TDM Plan or monitoring and reporting.

2.2 TDM PLAN STANDARDS

Any Development Project subject to the TDM Program shall submit a *TDM Plan Review Application* and administrative fee along with its first *Development Application*. The TDM Plan shall document the Development Project's compliance with the TDM Program.

2.2(a) Targets. The TDM Program Standards require each Development Project subject to the TDM Program to meet a target, without exceptions. The target is based upon the land use(s) associated with the Development Project and the number of *Accessory Parking* spaces proposed for the land use.[1,2] The Planning Code contains definitions for over 100 different land uses. In order to simplify the applicability of the TDM Program, the TDM Program Standards classify land use definitions into four land use categories, based upon reducing *Vehicle Miles Traveled* from the primary trip generator associated

1 Each land use within a Development Project will fall within a land use category. The TDM Program Standards require each Accessory Parking space to be assigned to a distinct land use, including those Accessory Parking spaces within Development Projects located within Use Districts that permit Accessory Parking up to a certain percentage of gross floor area (e.g., C-3 Districts). If an Accessory Parking space is used by more than one land use (e.g., shared spaces), the Accessory Parking space shall be counted toward each land use for which it is assigned.

2 For any Development Project that meets the applicability criteria of Planning Code Section 169.3 and includes a Parking Garage or Parking Lot, for the purposes of determining the target(s), all parking spaces associated with any such Parking Garage or Parking Lot shall be assigned to distinct land uses categories (A, B, and C) that trigger the TDM Plan requirement within the Development Project. The number of such parking spaces assigned to each qualifying land use category shall be proportional, so that the percentage of total parking spaces assigned to a land use category is equal to the percentage of occupied square feet that such land use category represents within the total area of qualifying land use categories within the Development Project. However, no individual land use category within the Development Project shall be assigned such parking spaces in an amount that exceeds the maximum amount of parking permitted for the associated land use(s) by the Planning Code."

TABLE 2-1: LAND USE CATEGORIES AND TARGETS

Land Use Category	*Typical Land Use Type*	*# of Parking Spaces proposed by Land Use*	*Target*
Ⓐ	Retail	Base number: 0 < 4	Base Target: 13 points
		Each additional 2*	1 additional point
Ⓑ	Office	Base number: 0 < 20	Base Target: 13 points
		Each additional 10*	1 additional point
Ⓒ	Residential	Base number: 0 <20	Base Target: 13 points
		Each additional 10*	1 additional point
Ⓓ	Other	Any # of parking spaces	3 points

* For each additional parking space proposed above the base target, the number of parking spaces will be rounded up to the next highest target. For example, a project within Land Use Category C that proposes 21 parking spaces is subject to a 14 point target.

with that land use. The TDM Program Standards rank the four land use categories, from highest (A) to lowest (D), according to the estimated number of vehicle trips per parking space provided for that primary user: visitors and customers, employees, or residents as shown in Table 2-1.

Typical types of land uses that fall within each of the four land use categories include: Land use category A: formula retail, museums, entertainment venues, and grocery stores. Land use category B: office, child care facility, school. Land use category C: residential. Land use category D: internet service exchange, manufacturing, and production, distribution, and repair. A complete list of land uses classified from the Planning Code into land use categories is included as Section 2.2(a)(1) of the TDM Program Standards. The rationale for the land use categories is described in Chapter 3 in the TDM Technical Justification document.

The TDM Program Standards set a *base target* that all Development Projects within land use categories A, B, and C are required to meet at 25% of the total available number of points in the relevant land use categories. The TDM Program Standards allow for the base target to change as *TDM measures* are added or removed from the *TDM menu of options* (menu) or points associated with existing TDM measures are refined. As stated in Planning Code Section 169 and defined further in the Glossary of Terms, each TDM measure on the menu shall be designed to reduce Vehicle Miles Traveled by residents, tenants, employees, and visitors and must be under the control of the property owner. This process is described in Section 4 of the TDM Program Standards. The TDM Program Standards require land uses associated with land use category D to achieve a target of three points. The target for these land uses is lower than the other three land use categories because the land uses within this category would not substantially affect *Vehicle Miles Traveled*. The rationale for setting the base target for all land use categories is described in Chapter 3 of the TDM Technical Justification document.

2.2(a)(1) Planning Code Land Use Categorization. Table 2-2 provides a complete list of land uses classified from Planning Code Section 102 into the four land use categories described in Section 2.2(a) of the TDM Program Standards. If a land use is not listed in Table 2-2, the Planning Department will classify the land use based upon the standards provided in Section 2.2(a) of the TDM Program Standards for the classifications and consultation with the Zoning Administrator.

TABLE 2-2: PLANNING CODE LAND USE CATEGORIZATION

Land Use Category	*Planning Code Definition Title (Section 102)*	
Ⓐ Retail	• Adult Business; Automobile Sale or Rental; Automotive Use, Retail; • Bar; Bona Fide Eating Place; • Community Facility; Community Facility, Private; • Drive-Up Facility; • Eating and Drinking Use; Entertainment, General; Entertainment, Nighttime; Entertainment, Outdoor; Entertainment, Arts and Recreation, Non-Commercial; Entertainment, Arts and Recreation, Retail; Entertainment, Arts and Recreation Use; • Gas Station; Gift Store-Tourist Oriented; Grocery, General; Grocery, Specialty; Gym • Jewelry Store • Job Training • Liquor Store	• Massage, Chair/Foot; Massage Establishment; Medical Cannabis Dispensary; Mortuary; Movie Theater • Non-Auto vehicle Sales or Rental • Open Air Sales • Pharmacy • Religious Institution; Restaurant; Restaurant, Limited • Service, Financial; Service, Fringe Financial; Service, Limited Financial; Service, Personal; Service, Retail Professional • Sports Stadium • Take-Out Food; Tobacco Paraphernalia Establishment; Trade Shop • Walk-Up Facility
Ⓑ Office	• Animal Hospital • Cat Boarding; Child Care Facility • Design Professional • Hospital; Hotel • Institutional Education Use • Kennel • Laboratory; Licensed Child Care Facility; Life Science • Motel • Nonprofit Organization	• Office, General • Post-Secondary Educational Institution • Residential Care Facility • School; Service, Business; Service, Health; Service, Instructional; Service, Non-Retail Professional; Service, Philanthropic Administrative; Small Enterprise Workspace (S.E.W.); Social Service or Philanthropic Facility • Trade Offices; Trade School
Ⓒ Residential	Residential Use	
Ⓓ Other	• Agriculture, Large-Scale Urban; Agriculture, Neighborhood; Automobile Assembly; Automobile Wrecking; Automotive Service; Automotive Service Station; Automotive Use, Non-Retail; Automotive Wash • Catering; Community Recycling Collection Center • Food, Fiber and Beverage Processing 1; Food Fiber and Beverage Processing 2 • Greenhouse • Hazardous Waste Facility • Internet Service Exchange • Junk Yard • Livery Stable; Livestock Processing 1; Livestock Processing 2	• Manufacturing 1, Heavy; Manufacturing 2, Heavy; Manufacturing 3, Heavy; Manufacturing, Light; Maritime Use; Metal Working • Open Recreation Area • Passive Outdoor Recreation; Power Plant; Production, Distribution, and Repair; Public Transportation Facility; Public Utilities Yard • Service, Ambulance; Service, Motor Vehicle Tow; Service, Parcel Delivery; Shipyard; Storage, Commercial; Storage, Self; Storage, Volatile Materials; Storage, Wholesale; Storage Yard • Truck Terminal • Utility and Infrastructure; Utility Installation • Wholesale Sales; Wireless Telecommunication Services (WTS) Facility

2.2(a)(2) Mixed Use Projects. The TDM Program Standards require each land use within a Development Project to be grouped into one of the four land use categories. All land uses associated with one land use category shall be considered to determine the required target. If a project involves multiple land use categories, each of the land uses within each land use category are subject to separate targets.[3]

3 For simplicity sake, the TDM Program Standards refers to a Development Project's target in singular form to encompass the whole of the project, even in instances where a mixed use project may be subject to multiple targets.

EXAMPLE 1

A project proposes new construction that includes 25,000 square feet of retail space with five Accessory Parking spaces and 100 dwelling units with 50 Accessory Parking spaces.

Retail space is identified as land use category A. Land use category A has a base target of 13 points. For every additional two Accessory Parking spaces provided above four, rounding up, one additional point is required. Therefore, the land use category C target for this project is 14 points.

Dwelling units are identified as land use category C. Land use category C has a base target of 13 points. For every additional 10 Accessory Parking spaces provided above 20, rounding up, one additional point is required. Therefore, the land use category C target for this project is 16 points.

EXAMPLE 2

A property owner proposes new construction that includes 7,500 square feet for a gym and 2,000 square feet for a restaurant with five Accessory Parking spaces, and 50 dwelling units with 24 Accessory Parking spaces.

A gym and a restaurant are both identified as land use category A. However, the combined space is less than 10,000 square feet. Therefore, the combined space is not subject to the TDM Program.

Dwelling units are identified as land use category C. Land use category C has a base target of 13 points. For every additional 10 Accessory Parking spaces provided above 20, rounding up, one additional point is required. Therefore, the land use category C target for this project is 14 points.

2.2(a)(3) Calculating the Number of Parking Spaces Proposed by Land Use Category. The TDM Program Standards require a Development Project's target to be based on the number of Accessory Parking spaces proposed by each land use category. For *Change of Use* and additions, the target shall be based on the number of "net new" Accessory Parking spaces associated with the land use category. For new construction and *Replacement of Use Development* Projects, no credit shall be given for existing parking.

EXAMPLE 1

New Construction or Replacement of Use: A property owner proposes New Construction that includes 100 dwelling units with 50 Accessory Parking spaces on an existing surface parking lot with 50 spaces.

Residential is identified as land use category C. Land use category C has a base target of 13 points. For every additional 10 Accessory Parking spaces provided above 20, rounding up, one additional point is required. No credit is given for existing surface parking. Therefore, the land use category C target for this project is 16 points.

EXAMPLE 2

Addition: A property owner proposes a 25,000 square foot office Addition with 10 Accessory Parking spaces to an existing 50,000 square foot office building with 50 existing Accessory Parking spaces.

Office space is identified as land use category B. Land use category B has a base target of 13 points. Given this is an Addition to an existing building, only the associated net new Accessory Parking spaces are calculated to determine the target. Therefore, the Land Use Category B target for this project is 13 points.

EXAMPLE 3

Change of Use: A property owner proposes a Change of Use from Production, Distribution, and Repair space to Office in an existing 50,000 square foot building with 20 existing Accessory Parking spaces. The property owner proposes to add 53 Accessory Parking spaces.

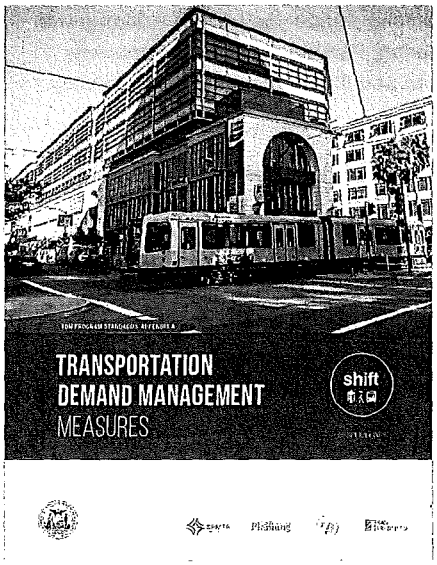
Office space is identified as land use category B. Land use category B has a base target of 13 points. Given this is a Change of Use to an existing building, only the associated net new Accessory Parking spaces are calculated to determine the target. For every additional 10 Accessory Parking spaces provided above 20, rounding up, one additional point is required. Therefore, the land use category B target for this project is 17 points.

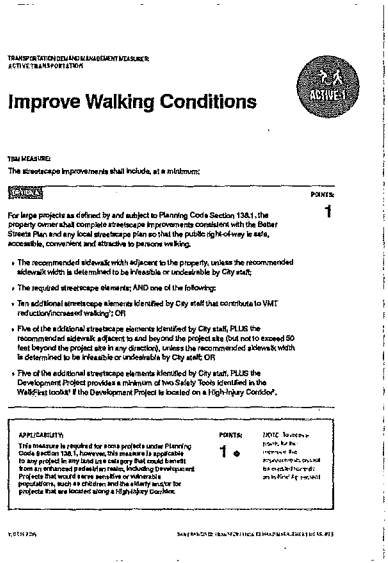
2.2(b) TDM Menu of Options. To achieve the target, a property owner can select up to 26 TDM measures from the TDM menu. The TDM Program Standards group the 26 TDM measures into eight different categories for ease of understanding: Active Transportation, Car-share, Delivery, Family, High-Occupancy Vehicles, Communications and Information, Land Use, and Parking. However, not all TDM measures are applicable to each land use category. For example, the On-Site Affordable Housing TDM measure is only available to land use category C "residential" and is not available to land use categories A, B, and D. The menu, including TDM measure applicability by land use category and point assignment, is provided as Table 2-3.

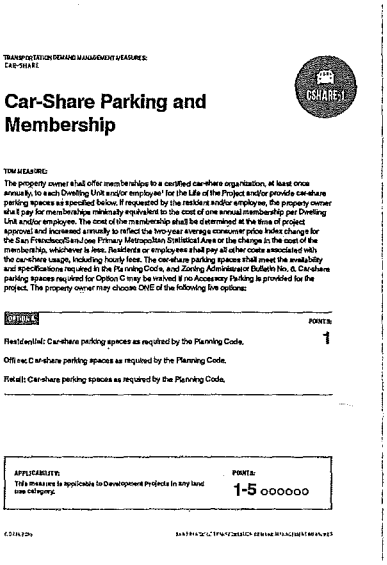
Planning Code Section 169.6 provides the requirements for the TDM menu. The Section requires each TDM measure on the TDM menu to be designed to reduce Vehicle Miles Traveled by residents, tenants, employees, and visitors and must be under the control of the property owner. The Section requires each of the TDM measures on the menu to be assigned a number of points, reflecting its relative effectiveness in reducing Vehicle Miles Traveled. This Section requires this relative effectiveness determination to be grounded in literature review, local data collection, best practices research, and/or professional transportation expert opinion. The TDM Program Standards provides a point range for some TDM measures in the TDM menu because the point value is dependent upon the degree of implementation in the TDM measure selected by the property owner or the location in the City where the TDM measure will be implemented. Further information regarding the assignment of points to individual TDM measures for the TDM Program Standards is provided in Chapter 4 of the TDM Technical Justification document.

2.2(b)(1) Fact Sheets. The TDM Program Standards provide a *fact sheet* for each TDM measure. Each fact sheet includes a description of the TDM measure, the land use categories that the measure may be applied to, the points value(s) associated with the TDM measure, instructions for assigning points (where applicable), and compliance requirements during development review, prior to occupancy, and on an ongoing basis for the *Life of the Project*.

In addition, each fact sheet includes relevant municipal code references. In some cases, a property owner may receive a point value for selecting a TDM measure, even if the TDM measure is required elsewhere in the Planning Code. For example, a property owner can select from four options within ACTIVE-2 Bicycle Parking. Option A provides one point if the property owner provides Class I and II bicycle parking spaces as required by Planning Code Section 155.2. The fact sheets are included as Appendix A.







2.2(b)(2) Mixed Use Projects. For projects that propose a mix of land uses, the TDM Program Standards allow six of the 26 TDM measures in the TDM menu to apply to any land use associated with a Development Project, assuming that all users of the Development Project are able to access the TDM measures. The six TDM measures are: Improve Walking Conditions, Bicycle Repair Station, Delivery Supportive Amenities, Shuttle Bus Service, Multimodal Wayfinding Signage, and Real Time Transportation Displays. Therefore, a property owner developing a TDM Plan for a project that proposes a mix of land uses and selecting any of these six TDM measures for one land use category must select the same TDM measure for every other land use category.

EXAMPLE

A property owner proposes new construction that includes 500,000 square feet of office space and 400 dwelling units.

Office space is identified as land use category B. Residential units are identified as land use category C. Of the six TDM measures identified above, the property owner for land use category B has selected Improve Walking Conditions (Option A), Bicycle Repair Station, and Shuttle Bus Service (Option A). Improve Walking Conditions requires the property owner to make streetscape improvements along or near the frontages of the project site. Bicycle Repair Station requires an on-site bicycle repair station. The property owner will allow this station to be accessed by all users of the Development Project. Shuttle Bus Service requires a local shuttle bus service to provided free of charge to residents, tenants, employees, and visitors. Given that these three TDM measures will benefit the whole of the Development Project, the property owner must also select these three TDM measures for land use category C.

2.2(b)(3) Development Projects With a Substantial Amount Of Parking. A Development Project may initially propose more Accessory Parking spaces than the TDM menu can address. The following are the approximate[4] maximum number of Accessory Parking spaces may be included for Development Projects within land use categories A, B, and C. Beyond this number of Accessory Parking spaces all available points have been exhausted[5] (excluding the Parking Supply measure):

» Land use category A (Retail Type Uses) = 56 parking spaces.

» Land use category B (Office Type Uses) = 270 parking spaces.

» Land use category C (Residential Type Uses) = 280 parking spaces.

Given no more TDM measures and points are available for these Development Projects, excluding the Parking Supply measure, the TDM Program Standards require these projects to park at or below the *neighborhood parking rate* for their land use category. The neighborhood parking rate requirement is in addition to including all measures and points applicable for the land use category in the Development Project's TDM Plan. The methodology and the rationale for the neighborhood parking rate requirement for these Development Projects is described in Chapter 4 of the TDM Technical Justification Document.

4 The exact number will vary and will need to be determined by the Planning Department if a Development Project approaches this number of Accessory Parking spaces. Given some of the TDM measures are based upon location or the size or type of the land use associated with the Development Project, an approximate number is given in the TDM Program Standards, instead of an exact number.

5 Chapter 3 of the TDM Technical Justification Document describes the methodology for identifying the total number of available points for each land use category, as every TDM measure is not applicable to every land use. In addition, this number of Accessory Parking spaces assumes the Shuttle Bus Service measure is not available.

TABLE 2-3: TDM MENU OF OPTIONS

Category	Measure	Points	Land Use Category A	B	C	D
ACTIVE-1	Improve Walking Conditions: Option A; or	1 ●	Ⓜ	Ⓜ	Ⓜ	○
	Improve Walking Conditions: Option B	1 ●	Ⓜ	Ⓜ	Ⓜ	○
ACTIVE-2	Bicycle Parking: Option A; or	1 ●	Ⓜ	Ⓜ	Ⓜ	Ⓜ
	Bicycle Parking: Option B; or	2 ●●	Ⓜ	Ⓜ	Ⓜ	Ⓜ
	Bicycle Parking: Option C; or	3 ●●●	Ⓜ	Ⓜ	Ⓜ	Ⓜ
	Bicycle Parking: Option D	4 ●●●●	Ⓜ	Ⓜ	Ⓜ	○
ACTIVE-3	Showers and Lockers	1 ●	Ⓜ	Ⓜ	⊘	Ⓜ
ACTIVE-4	Bike Share Membership: Location A; or	1 ●	Ⓜ	Ⓜ	Ⓜ	○
	Bike Share Membership: Location B	2 ●●	Ⓑ	Ⓑ	Ⓑ	○
ACTIVE-5A	Bicycle Repair Station	1 ●	Ⓜ	Ⓜ	Ⓜ	○
ACTIVE-5B	Bicycle Maintenance Services	1 ●	Ⓜ	Ⓜ	Ⓜ	○
ACTIVE-6	Fleet of Bicycles	1 ●	Ⓜ	Ⓜ	Ⓜ	○
ACTIVE-7	Bicycle Valet Parking	1 ●	Ⓑ	⊘	⊘	○
CSHARE-1	Car-share Parking and Membership: Option A; or	1 ●	Ⓟ	Ⓟ	Ⓟ	Ⓟ
	Car-share Parking and Membership: Option B; or	2 ●●	Ⓟ	Ⓟ	Ⓟ	Ⓟ
	Car-share Parking and Membership: Option C; or	3 ●●●	Ⓟ	Ⓟ	Ⓟ	Ⓟ
	Car-share Parking and Membership: Option D; or	4 ●●●●	Ⓟ	Ⓟ	Ⓟ	○
	Car-share Parking and Membership: Option E	5 ●●●●●	Ⓟ	Ⓟ	Ⓟ	○
DELIVERY-1	Delivery Supportive Amenities	1 ●	Ⓜ	Ⓜ	Ⓜ	○
DELIVERY-2	Provide Delivery Services	1 ●	Ⓑ	⊘	⊘	○
FAMILY-1	Family TDM Amenities: Option A; and/or	1 ●	⊘	⊘	Ⓜ	⊘
	Family TDM Amenities: Option B	1 ●	⊘	⊘	Ⓜ	⊘
FAMILY-2	On-site Childcare	2 ●●	Ⓜ	Ⓜ	Ⓜ	⊘
FAMILY-3	Family TDM Package	2 ●●	⊘	⊘	Ⓜ	⊘
HOV-1	Contributions or Incentives for Sustainable Transportation: Option A; or	2 ●●	Ⓜ	Ⓜ	Ⓜ	○
	Contributions or Incentives for Sustainable Transportation: Option B; or	4 ●●●●	Ⓜ	Ⓜ	Ⓜ	○
	Contributions or Incentives for Sustainable Transportation: Option C; or	6 ●●●●●●	Ⓜ	Ⓜ	Ⓜ	○
	Contributions or Incentives for Sustainable Transportation: Option D	8 ●●●●●●●●	Ⓜ	Ⓜ	Ⓜ	○
HOV-2	Shuttle Bus Service: Option A; or	7 ●●●●●●●	Ⓑ	Ⓑ	Ⓑ	○
	Shuttle Bus Service: Option B	14 ●●●●●●●●●●●●●●	Ⓑ	Ⓑ	Ⓑ	○

Ⓜ = applicable to land use category.
Ⓑ = applicable to land use category, see fact sheets for further details regarding project size and/or location.
Ⓟ = applicable to land use catgory only if project includes some parking.
⊘ = not applicable to land use category.
○ = project sponsor can select these measures for land use category D, but will not receive points.

			Land Use Category			
Category	Measure	Points	A	B	C	D
HOV-3	Vanpool Program: Option A; or	1 ●	Ⓚ	Ⓚ	⊘	○
	Vanpool Program: Option B; or	2 ●●	Ⓗ	Ⓗ	⊘	○
	Vanpool Program: Option C; or	3 ●●●	Ⓗ	Ⓗ	⊘	○
	Vanpool Program: Option D; or	4 ●●●●	Ⓗ	Ⓗ	⊘	○
	Vanpool Program: Option E; or	5 ●●●●●	Ⓗ	Ⓗ	⊘	○
	Vanpool Program: Option F; or	6 ●●●●●●	Ⓗ	Ⓗ	⊘	○
	Vanpool Program: Option G	7 ●●●●●●●	Ⓗ	Ⓗ	⊘	○
INFO-1	Multimodal Wayfinding Signage	1 ●	Ⓚ	Ⓚ	Ⓚ	Ⓚ
INFO-2	Real Time Transportation Information Displays	1 ●	Ⓚ	Ⓚ	Ⓚ	Ⓚ
INFO-3	Tailored Transportation Marketing Services: Option A; or	1 ●	Ⓚ	Ⓚ	Ⓚ	○
	Tailored Transportation Marketing Services: Option B; or	2 ●●	Ⓚ	Ⓚ	Ⓚ	○
	Tailored Transportation Marketing Services: Option C; or	3 ●●●	Ⓗ	Ⓗ	Ⓗ	○
	Tailored Transportation Marketing Services: Option D	4 ●●●●	Ⓗ	Ⓗ	Ⓗ	○
LU-1	Healthy Food Retail in Underserved Area	2 ●●	Ⓗ	⊘	⊘	⊘
LU-2	On-site Affordable Housing: Option A; or	1 ●	⊘	⊘	Ⓚ	⊘
	On-site Affordable Housing: Option B; or	2 ●●	⊘	⊘	Ⓚ	⊘
	On-site Affordable Housing: Option C; or	3 ●●●	⊘	⊘	Ⓗ	⊘
	On-site Affordable Housing: Option D	4 ●●●●	⊘	⊘	Ⓗ	⊘
PKG-1	Unbundle Parking: Location A; or	1 ●	ⒽⓅ	ⒽⓅ	ⒽⓅ	○
	Unbundle Parking: Location B; or	2 ●●	ⒽⓅ	ⒽⓅ	ⒽⓅ	○
	Unbundle Parking: Location C; or	3 ●●●	ⒽⓅ	ⒽⓅ	ⒽⓅ	○
	Unbundle Parking: Location D; or	4 ●●●●	ⒽⓅ	ⒽⓅ	ⒽⓅ	○
	Unbundle Parking: Location E	5 ●●●●●	ⒽⓅ	ⒽⓅ	ⒽⓅ	○
PKG-2	Parking Pricing	2 ●●	Ⓟ	Ⓟ	⊘	○
PKG-3	Parking Cash Out: Non-residential Tenants	2 ●●	Ⓟ	Ⓟ	⊘	○
PKG-4	Parking Supply: Option A; or	1 ●	Ⓟ	Ⓟ	Ⓟ	Ⓟ
	Parking Supply: Option B; or	2 ●●	Ⓟ	Ⓟ	Ⓟ	Ⓟ
	Parking Supply: Option C; or	3 ●●●	Ⓟ	Ⓟ	Ⓟ	Ⓟ
	Parking Supply: Option D; or	4 ●●●●	Ⓟ	Ⓟ	Ⓟ	○
	Parking Supply: Option E; or	5 ●●●●●	Ⓟ	Ⓟ	Ⓟ	○
	Parking Supply: Option F; or	6 ●●●●●●	Ⓟ	Ⓟ	Ⓟ	○
	Parking Supply: Option G; or	7 ●●●●●●●	Ⓟ	Ⓟ	Ⓟ	○
	Parking Supply: Option H; or	8 ●●●●●●●●	Ⓟ	Ⓟ	Ⓟ	○
	Parking Supply: Option I; or	9 ●●●●●●●●●	Ⓟ	Ⓟ	Ⓟ	○
	Parking Supply: Option J; or	10 ●●●●●●●●●●	Ⓟ	Ⓟ	Ⓟ	○
	Parking Supply: Option K	11 ●●●●●●●●●●●	Ⓚ	Ⓚ	Ⓚ	○

Ⓚ = applicable to land use category.

Ⓗ = applicable to land use category, see fact sheets for further details regarding project size and/or location.

Ⓟ = applicable to land use catgory only if project includes some parking.

⊘ = not applicable to land use category.

○ = project sponsor can select these measures for land use category D, but will not receive points.

NOTE: A project sponsor can only receive up to 14 points between HOV-2 and HOV-3.

2.2(c) TDM Tool. The Planning Department shall provide a *TDM tool* on the Planning Department's website. A property owner must use the TDM tool to describe basic project characteristics and select the TDM measures to be included in the TDM Plan Review Application. The target in the TDM tool is automatically calculated based upon the number of Accessory Parking spaces proposed for the land use category. Descriptions for each TDM measure are summarized in the TDM tool.

2.2(d) TDM Plan Review. The Planning Department will review each TDM Plan Review Application to ensure it is complete. Once deemed complete, the Planning Department will review to ensure the required target has been achieved by a selection of TDM measures for each land use category included in the Development Project. The TDM Plan shall be reviewed in conjunction with the first *Development Project Approval*. The requirement for a TDM Plan shall be incorporated as a *Condition of Approval* of the Development Project.

In some cases, the Planning Commission may modify a Development Project in a way that impacts its proposed TDM Plan. For example, the Planning Commission may reduce or increase the number of parking spaces, bicycle parking spaces, car-share spaces, etc. for specific policy reasons (e.g., concerns about parking supply in relation to a transit-oriented street). Alternatively, the Planning Commission may modify a Development Project in a way that reduces the overall number of dwelling units, which may impact the parking ratio.

In the event that the Planning Commission modifies a Development Project in a way that results in a reduction of the Development Project's total number of Accessory Parking spaces, the project's TDM Plan may be amended administratively without Planning Commission action. Similarly, after Planning Commission entitlement and prior to Planning Department approval of a Development Project's building permit, its TDM Plan may be amended administratively. As stated in Planning Code Section 169.4, the Development Project's TDM Plan shall be reviewed and finalized in conjunction with the Planning Department approval of a Development Project's building permit.

At the time that the Planning Department approves a Development Project's building permit, the Development Project shall be subject to the TDM Program Standards in effect at the time of the approval of the Development Project's first Development Project Application. However, a Development Project may also choose to use the TDM Program Standards in effect at the time the Planning Department approves a Development Project's building permit.

SECTION 3

TDM Plan Monitoring And Reporting

The TDM Program includes three monitoring and reporting processes. The first process occurs prior to issuance of the *First Certificate of Occupancy* (San Francisco Department of Building Inspection), and the second process occurs after the First Certificate of Occupancy is issued by the San Francisco Department of Building Inspection and the project is operational. An optional third process to revise an approved TDM Plan is also provided, which may occur at any point after the Development Project's entitlement. Section 3 of the TDM Program Standards describes all three processes. The Planning Department will follow standard enforcement procedures, per Planning Code provisions, to address any issues of noncompliance with monitoring and reporting. Refer to the fact sheets in Section 2.2(b)(1) for more details regarding submittal requirements for each TDM measure.

3.1 PRE-OCCUPANCY MONITORING AND REPORTING

3.1(a) All Projects. Prior to the issuance of a First Certificate of Occupancy, the property owner shall facilitate a site inspection by Planning Department staff to confirm that all approved *physical measures* in the Development Project's TDM Plan have been implemented and/or installed. Prior to the site visit, Planning Department staff will provide the property owner with a copy of the TDM Plan that outlines the TDM measures that the property owner is required to provide. The administrative fee associated with the TDM Plan Review Application covers the cost of pre-occupancy monitoring and reporting.

Planning Code Section 169.5 requires every Development Project subject to the TDM Program to maintain a *TDM coordinator*. The TDM coordinator's responsibilities are defined further in the Glossary of Terms. The property owner must provide contact information (e.g., name, email address, phone number, etc.) for the TDM coordinator, who shall coordinate with Planning Department staff on the Development Project's compliance with the TDM Plan, and schedule a site visit. The TDM coordinator shall provide documentation that approved *programmatic measures* in the Development Project's TDM Plan have or will be implemented as required. For example, the TDM coordinator might include additional information regarding an online sign-up system for a TDM measure. The TDM coordinator will then be required to submit to Planning Department staff a copy of the TDM Plan with the TDM coordinator contact information and a copy of a signed letter stating that the TDM coordinator agrees to distribute a copy of the amended TDM Plan with new employee packets, tenant lease documents, and/or deeds to each new employee or tenant. Planning Department staff will review the TDM Plan documentation and signed letter as part of a *Pre-Occupancy Monitoring and Reporting Form*.

After the aforementioned is completed, Planning Department staff will conduct the site visit. During the site visit, Planning Department staff will verify that physical measures are provided as specified in the TDM Plan and complete corresponding sections of a Pre-Occupancy Monitoring and Reporting

Form for programmatic measures. Following the site visit for physical measures and submittal of any documentation required for physical and programmatic measures, Planning Department staff will review the documentation and finalize a Pre-Occupancy Monitoring and Reporting Form. The First Certificate of Occupancy from the Department of Building Inspection shall not be issued until the TDM coordinator receives an approved Pre-Occupancy Monitoring and Reporting Form.

3.2 ONGOING MONITORING AND REPORTING

3.2(a) Land Use Categories A, B, and C. Over the Life of the Project, Planning Department staff will verify that the TDM coordinator is maintaining physical measures and continuing to provide programmatic measures as specified in the TDM Plan. For the Life of the Project, the TDM coordinator will submit *Ongoing Monitoring and Reporting Forms* and supporting documentation, along with the associated administrative fee. The first Ongoing Monitoring and Reporting Form shall be due within 30 calendar days of the 18 month anniversary of the issuance of the First Certificate of Occupancy. Subsequent Ongoing Monitoring and Report Forms shall also be due within 30 calendar days of the 18 month anniversary of the issuance of the First Certificate of Occupancy.

EXAMPLE

A Development Project receives its First Certificate of Occupancy on June 1, 2018.

The 18 month anniversary of the First Certificate of Occupancy is December 1, 2019. The first Ongoing Monitoring and Reporting Form is due by December 30, 2019. Subsequent Ongoing Monitoring and Reporting Forms are required to be submitted by December 30th of subsequent years (2020, 2021, etc.).

If a Development Project is in good standing (i.e., submits satisfactory Ongoing Monitoring and Reporting Forms for five consecutive years), then the Development Project's Ongoing Monitoring and Reporting Form requirement shifts to one submittal every three years. If, at any time, the Development Project fails to demonstrate satisfactory ongoing monitoring and reporting, the Development Project may be required to revert back to an annual submittal schedule until the Development Project again demonstrates five consecutive years of satisfactory monitoring and reporting.

Planning Department staff will conduct a site visit of Development Projects once every three years to confirm all approved physical measures in the Development Project's TDM Plan continue to be implemented and/or installed. TDM coordinators will be informed in advance of these site visits.

3.2(b) Land Use Category D. All TDM measures provided as options for land use category D projects are physical, rather than programmatic. No monitoring and reporting is required for land use category D projects on an ongoing basis, although site visits may be performed by Planning Department staff without being subject to the ongoing administrative fee. TDM coordinators will be informed in advance of these site visits.

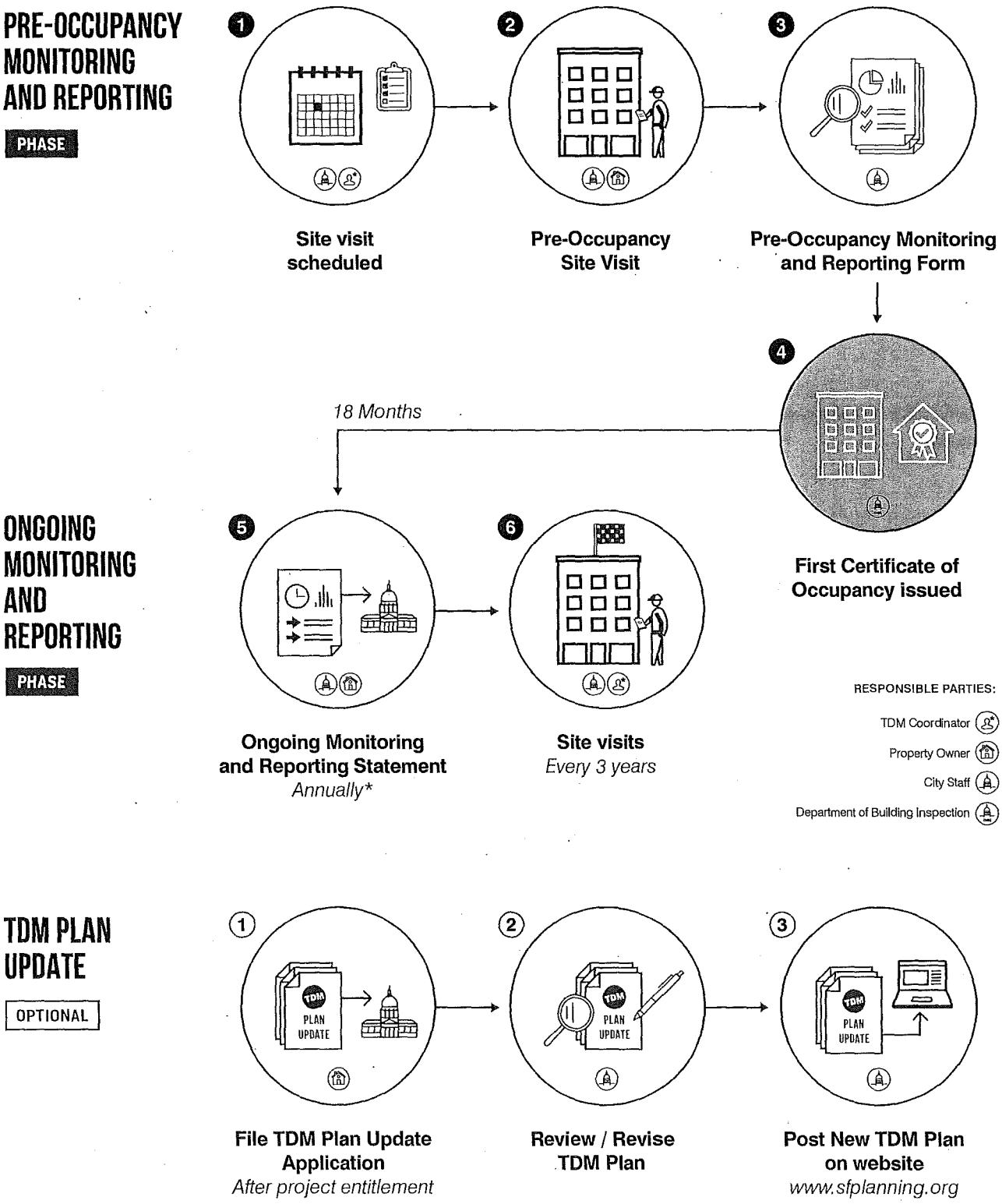
3.3: TDM PLAN UPDATE (OPTIONAL)

3.3(a) All Projects. At any time after the Planning Department approves a Development Project's building permit, the property owner may propose an update to the TDM Plan by submitting a *TDM Plan Update Application.* The Planning Department shall ensure that the updated TDM Plan meets the TDM Program Standards that were in effect at the time of the approval of the Development Project's first Development Application *or* the TDM Program Standards in effect at the time that the TDM Plan Update Application is filed, if elected by the project sponsor. Possible reasons that a property owner may request review of a TDM Plan by the Planning Department include altering the TDM measures within the TDM Plan[1] or reducing or increasing the number of Accessory Parking spaces associated with the Development.

1 As described below in Section 4 of the TDM Program Standards, the point values associated with TDM measures may be updated and new TDM measures may be added. If these updates have occurred, a TDM coordinator can select from and use the associated point values of these updated or new measures for their TDM Plan Update.

FIGURE 3-1: COMPLIANCE PROCESS FLOW CHART

Refer to Table 3-1 for more details on each compliance step.



* Development Projects in good standing (with five consecutive years of TDM Plan compliance) will be shifted to a triennial compliance schedule, whereby an Ongoing Monitoring and Reporting Statement will be required once every three years.

TABLE 3-1: COMPLIANCE PROCESS - EXPLANATION

Phase & Timing	*Action (Responsible Party)*	*Description*
Pre-Occupancy Monitoring and Reporting Prior to issuance of the First Certificate of Occupancy	❶ **Site visit scheduled** (City staff/TDM coordinator)	Once all of the physical measures are completed and the Development Project is ready for occupancy, the TDM coordinator contacts the City to schedule a site visit.
	❷ **Pre-Occupancy Site Visit** (City staff/property owner)	City staff will conduct a site visit with the property owner to verify that all physical measures (bicycle parking, signage, etc.) have been included as planned.
	❸ **Pre-Occupancy Monitoring and Reporting Form** (City staff)	Following the site visit for physical measures and submittal of any documentation required for physical and programmatic measures, City staff will review the documentation and finalize a Pre-Occupancy Monitoring and Reporting Form.
Certificate of Occupancy issued	❺ **First Certificate of Occupancy issued** (San Francisco Department of Building Inspection)	
Ongoing Monitoring and Reporting Annually* over the Life of the Project - commences 18 months after the issuance of the First Certificate of Occupancy.	❻ **Ongoing Monitoring and Reporting Statement** (City staff/property owner)	Once the building is occupied, the TDM coordinator is required to submit an Ongoing Monitoring and Reporting Statement with an administrative fee. City staff will review the statement to ensure compliance with the TDM Plan. Enforcement steps will be taken, if needed, to attain compliance status.
	❼ **Site visits** (City staff/TDM coordinator)	City staff will conduct a site visit of Development Projects once every three years to confirm all approved *physical measures* in the Development Project's TDM Plan continue to be implemented and/or installed.
TDM Plan Update (Optional) Any time after the Development Project is entitled	① **File TDM Plan Update Application** (property owner)	At any time after the Development Project's entitlement, the property owner may voluntarily initiate review of the previously approved TDM Plan, by filing a TDM Plan Update Application, along with an administrative fee.
	② **Review/Revise TDM Plan** (City staff)	City staff will review the TDM Plan along with any proposed changes and work with the project sponsor to revise the TDM Plan.
	③ **Post New TDM Plan** (City staff)	City staff will upload the new TDM Plan to the Planning Department website.

* Development Projects in good standing (with five consecutive years of TDM Plan compliance) will be shifted to a triennial compliance schedule, whereby an Ongoing Monitoring and Reporting Statement will be required every three years.

SECTION 4

TDM Program Updates

This section describes how TDM Program updates may be made by the Planning Department or the Planning Commission, including potential updates to the TDM menu, and the reporting requirements to City decision-makers. More explanation regarding potential future updates is provided in Chapter 5 of the TDM Technical Justification document. Updates and reporting may occur at the same time.

4.1 TDM MENU UPDATES

TDM is an evolving field and new technological advances occur regularly. Potential updates to the TDM menu may occur, consistent with the dynamic nature of the TDM field. The purpose of the updates will be to reflect new findings on the efficacy of the measures in the TDM menu or for measures not previously included in the TDM menu. City staff will continue to conduct research and collect and analyze data in support of the TDM Program.

Proposed updates could include the addition or removal of TDM measures, or adjustment of definitions, points, or monitoring and reporting actions associated with TDM measures. Proposed updates will be made in consultation with San Francisco Municipal Transportation Agency and San Francisco County Transportation Authority staff. Minor updates will be issued at the discretion of the Planning Director or designee. Substantive updates will require Planning Commission approval prior to being implemented. A Development Project subject to the TDM Program will only be allowed to use the updates after they have been issued or approved.

The Planning Department will also provide the opportunity for San Francisco Department of Environment staff to provide input to Planning Department staff for any proposed substantive updates regarding (a), (b), and (c) below prior to any Planning Commission hearing of said updates.

Substantive updates requiring Planning Commission approval are defined as follows:

(a) proposed addition of a new or removal of an existing measure to the TDM menu;

(b) proposed increase or decrease of five points or more for an existing measure on the TDM menu;

(c) proposed increases or decreases related to multiple existing TDM menu measures that result in a cumulative change of 10 points or more (increase or decrease);

(d) proposed increase or decrease of a base target for any land use category by three points or more; or

(e) any changes to the fact sheets that would result in any change in the property owner's obligations when implementing that TDM measure. Each of these substantive updates is described in more detail below.

4.1(a) Addition or Removal of TDM Measures. Any newly proposed TDM measure must meet the definition of a TDM measure as defined in the TDM Program Standards. If the measure meets this definition, City staff will assign point values according to the efficacy of the new measure in reducing Vehicle Miles Traveled, relative to other measures in the TDM menu, with more effective measures assigned higher point values than less effective measures. City staff determination of the relative efficacy of new measures will be consistent with the methodology used to assign points to existing TDM measures. This methodology is grounded in literature review, local data collection, best practice research, and professional transportation expert opinion. Any new TDM measure proposed to be added to the menu will also require Planning Commission approval.

A TDM measure may be recommended for removal by City staff to the Planning Commission if the methodology described above determines that this TDM measure no longer qualifies as a TDM measure as defined in the TDM Program Standards. Any measure proposed to be removed from the menu will require Planning Commission approval.

4.1(b) Increase or Decrease of Five Points or More for an Existing TDM Measure. When a point value associated with an existing TDM measure is proposed to be changed by City staff, based upon the methodology described in Section 4.1(a) of the TDM Program Standards, increases or decreases of five points or more will require Planning Commission approval. Such approval is required for one-time point value amendments of five or more points, as well as cumulative point value amendments over time. For cumulative point value amendments, the Planning Commission approval is required at the point when the cumulative difference reaches five or more points.

4.1(c) Increase or Decrease of 10 Points or More for Multiple Existing Measures. When the total, raw point values associated with multiple existing TDM measures is proposed to be changed by City staff, based upon the methodology described in Section 4.1(a) of the TDM Program Standards, increases or decreases of 10 points or more will require Planning Commission approval. The increase or decrease in point value for multiple existing TDM measures of 10 points does not have to occur all at once, but once cumulative point value increases or decreases of 10 or more points from any prior Planning Commission approval to TDM menu updates, the increase or decrease will require Planning Commission approval.

EXAMPLE 1

No Planning Commission Approval

The Planning Commission approved updates to the TDM menu in 2020. Since that time, the point values of four TDM measures have changed: two TDM measures have increased by two points and two TDM measures have decreased by two points. This results in a cumulative point value change of eight points. No Planning Commission approval is required until the cumulative point value change is 10 points.

EXAMPLE 2

Planning Commission Approval

The Planning Commission approved updates to the TDM menu in 2020. Since that time, the point values of four TDM measures have changed: one TDM measure has increased by three points, one TDM measure has increased by two points, one TDM measure has decreased by three points, and one TDM measure has decreased by two points. This results in a cumulative point value change of 10 points. Planning Commission approval is required and the cumulative point value changes will start over again after Planning Commission approval.

4.1(d) Increase or Decrease of a Target for any Land Use Category by Three Points or More. As discussed in Section 3 of the TDM Program Standards, the base target that all Development Projects within land use categories A, B, and C are required to meet is set at 25% of the total available number of points for each land use category. Given this, the base target may change as TDM measures are added or removed from the TDM menu or points associated with existing measures are refined as described above. An alternative methodology based on all new development's contribution to a city or regional Vehicle Miles Traveled reduction goal could also inform the base targets in the future. For example, a city or regional goal for new development may be adopted separately as part of a regional plan (e.g., Plan Bay Area) or City/County plan (e.g., San Francisco Countywide Transportation Plan). The Planning Commission must review and approve any TDM menu update that increases or decreases the base target for a land use category by three points or more.

4.1(e) Updates to Fact Sheets. Planning Commission approval is required for any changes to the fact sheets that would result in any change in the property owner's obligations when implementing that TDM measure, as determined by the Zoning Administrator. For example, a property owner can select from four options in measure ACTIVE-2 Bicycle Parking. Each option specifies the number of bicycle parking spaces required per land use associated with the Development Project. Planning Commission approval would be required if the number of bicycle parking spaces associated with an option is recommended for change. Clarifying text edits or documentation necessary to demonstrate compliance with individual measures are not considered substantive updates and would not be subject to Planning Commission approval.

4.2 TDM PROGRAM REPORTING

In addition to the menu updates described above, under Planning Code Section 169.6(c) every four years, following the periodic updates to San Francisco Countywide Transportation Plan prepared by the County Transportation Agency, the Planning Department shall prepare a report analyzing the implementation of the TDM Program and describing any proposed or past changes to the TDM Program Standards. The Planning Department shall present such report to the Planning Commission and Board of Supervisors during public hearings.

The report will include, at a minimum, the following information, as applicable:

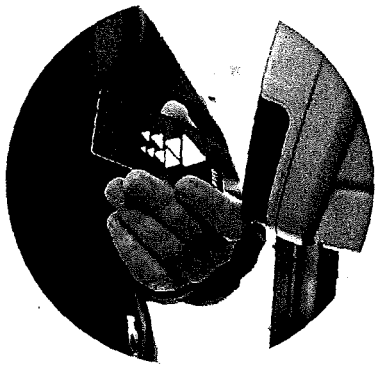
» The number and size (units, square footage, parking spaces, etc.) of projects subject to the TDM Program, including the number of projects added since the last report and a breakdown of measures that have been selected; status of projects (under development review; entitled; under construction; occupied); and monitoring reports noting the number of projects reviews, rates of compliance, and any concerns associated with occupied projects;

» Any updates to the TDM menu that occurred since the last report (or could coincide with this report);

» Trends in the TDM field, including a summary of empirical research conducted by City staff since the last report;

» Recommended changes to the TDM Program, other than the TDM menu described above, based upon experience administering the TDM Program and best practice research; and

» Other relevant findings associated with the TDM Program.

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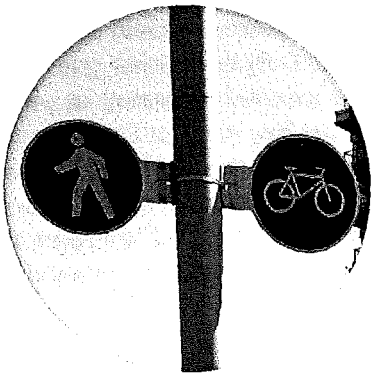


Bicycle
Parkin
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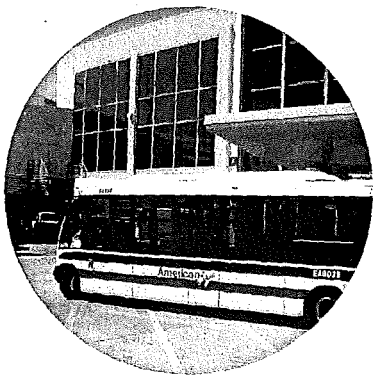



Take Your Dog By
The Handlebars

APPENDIX

Glossary of Terms

Affordable Housing. Refer to Planning Code Section 401.

Base target. The minimum number of points a Development Project must achieve in order to comply with the TDM Program, which is based on the amount of Accessory Parking provided, and is aimed at reducing Vehicle Miles Traveled.

Car-share Service. Refer to Planning Code Section 166.

Car-share Vehicle. Refer to Planning Code Section 166.

Cash-Out. Refer to California Health and Safety Code §43845.

Certified Car-share Organization. Refer to Planning Code Section 166.

Change of Use. Refer to Planning Code Section 401.

Class 1 Bicycle Parking Spaces. Refer to Planning Code Section 155.1.

Class 2 Bicycle Parking Spaces. Refer to Planning Code Section 155.1.

Condition(s) of Approval. Refer to Planning Code Section 102.

Development Application. Refer to Planning Code Section 401.

Development Project. Refer to Planning Code Section 401.

Development Project Approval. Refer to Planning Code Section 169.

Dwelling Unit. Refer to Planning Code Section 102.

First Certificate of Occupancy. Refer to Planning Code Section 401.

Floor Area, Occupied. Refer to Planning Code Section 102.

Land use categories. The four land use categories defined for the purposes of applying the TDM Program Standards. The land use categories are A, B, C, and D.

Life of the Project. Refer to Planning Code Section 401.

Locker. Refer to Planning Code Section 155.1.

Monitored Parking (Bicycle). Refer to Planning Code Section 155.1.

Neighborhood parking rate. The neighborhood parking rate refers to the number of Accessory Parking spaces provided per Dwelling Unit or per 1,000 square feet of non-residential uses. A full description of the methodology for the neighborhood parking rate is included in Appendix B of the TDM Technical Justification document and may be refined over time.

Off-Street Car-share Parking Space. Refer to Planning Code Section 166, except that any such spaces may not be occupied by other vehicles when no certified car-share organization can make use of the dedicated car-share spaces.

Ongoing Monitoring and Reporting Forms. The forms required to be submitted by a property owner as part of ongoing monitoring and reporting requirements for the TDM Program.

Parking, Accessory. Accessory Parking is the number of Accessory Parking spaces that are only to be used for storage of private passenger automobiles, private automobile trailers and boats, and trucks of a rated capacity not exceeding three-quarters of a ton. In addition, Accessory Parking spaces must not exceed the amounts permitted by Planning Code Section 151(c), or Table 151.1. The total number of Accessory Parking spaces is the total number of parked cars accommodated in the Development Project, regardless of the arrangement of parking, and shall include all spaces accessed by mechanical means, valet, or non-independently accessible means. For the purposes of determining the total number of cars parked, the area of an individual parking space, except for those spaces specifically designated for persons with physical disabilities, may not exceed 185 square feet, including spaces in tandem, or in parking lifts, elevators or other means of vertical stacking. Any off-street surface area accessible to motor vehicles with a width of 7.5 feet and a length of 17 feet (127.5 square feet) not otherwise designated on plans as a parking space may be considered and counted as an off-street parking space at the discretion of the Zoning Administrator if the Zoning Administrator, in considering the possibility for tandem and valet arrangements, determines that such area is likely to be used for parking a vehicle on a regular basis and that such area is not necessary for the exclusive purpose of vehicular circulation to the parking or loading facilities otherwise permitted. In reviewing the total number of Accessory Parking spaces with a Development Project, the Development Project shall be considered in its entirety.

Physical measure. A physical measure is an individual TDM measure included in a TDM Plan that can be touched and seen. Examples of such TDM measures are Accessory Parking, car-share, and bicycle parking spaces. Components of an individual physical TDM measure may be programmatic.

Pre-Occupancy Monitoring and Reporting Forms. The forms required to be submitted by a property owner as part of pre-occupancy monitoring and reporting requirements.

Programmatic measure. A programmatic measure is an individual TDM measure included in a TDM Plan that cannot be touched or seen. Examples of such TDM measures are services, contributions, or incentives. Components of an individual programmatic TDM measure may also be physical.

Property owner. Refer to Planning Code Section 166. The property owner may designate a representative to communicate with Planning Department staff regarding the TDM Plan (i.e., TDM coordinator).

Replacement of Use. Refer to Planning Code Section 102.

Streetscape Improvements. Refer to Planning Code Section 138.1.

Target. A number of points a Development Project must achieve in order to comply with the TDM Program, which is based on the amount of Accessory Parking provided, and is aimed at reducing Vehicle Miles Traveled.

Transportation Demand Management or TDM. Refer to Planning Code Section 169.

Transportation Demand Management (TDM) coordinator. The project sponsor of a Development Project subject to the requirements of Planning Code Section 169 must designate a TDM coordinator.

The TDM coordinator may be an employee for the Development Project (e.g., property manager) or the project sponsor may contract with a third-party provider(s) of TDM (e.g., transportation brokerage services as required for certain projects pursuant to Planning Code Section 163). The TDM coordinator shall be delegated authority to coordinate and implement the TDM Plan.

The purpose of the TDM coordinator is to provide oversight and management of the project's TDM Plan implementation. In this way, a single representative of the property owner is aware of and responsible for the orderly and timely implementation of all aspects of the TDM Plan, and can adequately manage the components of the TDM Plan. This is especially important when implementation of individual measures is undertaken by different individuals or entities. The TDM coordinator may also implement certain elements of the TDM Plan, thereby also acting as a provider of certain programmatic measures (see detail below).

The primary responsibilities of the TDM coordinator are:

- To serve as a liaison to the San Francisco Planning Department regarding the TDM Plan for the Development Project, including notifying the San Francisco Planning Department of new contract information if TDM coordinator changes;
- To facilitate City staff access to relevant portions of the property to conduct site visits, surveys, inspection of physical measures, and/or other empirical data collection, and facilitate in-person, phone, and/or e-mail or web-based interviews with residents, tenants, employees, and/or visitors;
- To ensure that TDM measures required for the Development Project are implemented. This will include certifying that physical (e.g., requisite bicycle parking supply and quality; bicycle repair station; car-share parking, etc.) and programmatic (e.g.,

tailored transportation marketing services, contributions or incentives for sustainable transportation, etc.) measures for the building are in place for the time period agreed to in the conditions of approval and that they are provided at the standard of quality described in the TDM Program Standards;

- To prepare and submit ongoing compliance forms and supporting documentation to the Planning Department;
- To request a TDM Plan review by Planning Department staff if changes to the plan are desired; and
- To work with Planning Department staff to correct any violations through enforcement proceedings, if necessary.

The TDM coordinator should participate in any trainings/workshops offered by the City, on a regular basis, as they become available (e.g., on an annual basis).

Transportation Demand Management (TDM) measure. As stated in Planning Code Section 169, each TDM measure on the menu shall be designed to reduce Vehicle Miles Traveled by residents, tenants, employees, and visitors and must be under the control of the property owner. A reduction in Vehicle Miles Traveled may result from shifting vehicle trips to other sustainable travel modes or reducing vehicle trips, increasing vehicle occupancy, or reducing the average vehicle trip length. Measures may accomplish this in one or more of the following ways, with some measures fitting within multiple categories:

Shifting Vehicle Trips to Sustainable Modes or Reducing Vehicle Trips

A TDM measure may accomplish this by increasing the appeal and convenience of sustainable modes by providing:

- Bicycles and bicycle-oriented amenities.
- Elements that promote walking including amenities and safety features.
- Communications, contributions, and incentives such as transportation marketing, real time transportation information displays, on-site signage, campaigns to promote use of sustainable modes, passes or memberships, or sustainable transportation allowances.

A TDM measure may accomplish this by supporting access and mobility without having to own a personal vehicle:

- Supporting car-share or other shared vehicle types by providing space and memberships for such vehicles and services.
- Enabling deliveries by providing delivery services or delivery supportive amenities.

A TDM measure may accomplish this by reducing vehicle trips by:

- Limiting on-site parking;
- Managing parking including pricing parking, unbundling parking from housing or commercial space costs, or offering parking cash out to employees.
- Including uses where demographics indicate lower vehicle trip generation rates (e.g., on-site *affordable housing*).

Increasing Vehicle Occupancy

A TDM measure may accomplish this by:

- Offering vanpool programs or shuttle bus services.

Reducing Vehicle Trip Length

A TDM measure may accomplish this by:

- Increasing land use diversity noticeably to affect travel behavior in the surrounding (e.g., on-site childcare, grocery store in a food desert).

Transportation Demand Management (TDM) menu of options (menu). The menu of TDM measures that a Development Project may choose to achieve its minimum TDM target.

Transportation Demand Management (TDM) Plan. Refer to Planning Code Section 169.

Transportation Demand Management (TDM) Plan Application. The application that is required to be submitted for the review of a proposed TDM Plan.

Transportation Demand Management (TDM) Program. Refer to Planning Code Section 169.

Transportation Demand Management (TDM) Plan Update Application. The application required to update an approved TDM Plan, or have City staff review an approved TDM Plan.

Vanpool. Refer to Environment Code Section 427.

Vehicle Miles Traveled (VMT). Refer to Planning Code Section 169.

TDM PROGRAM STANDARDS: APPENDIX A

TRANSPORTATION DEMAND MANAGEMENT MEASURES

shift

DRAFT JULY 2016

SEAL OF THE CITY AND COUNTY OF SAN FRANCISCO

SFMTA

San Francisco Planning

SAN FRANCISCO

TDM MENU OF OPTIONS

CATEGORY	MEASURE	POINTS
ACTIVE-1	**Improve Walking Conditions:** Option A - B Provide streetscape improvements to encourage walking.	1
ACTIVE-2	**Bicycle Parking:** Options A - D Provide secure bicycle parking, more spaces given more points.	1 - 4
ACTIVE-3	**Showers and Lockers**	1
ACTIVE-4	**Bike Share Membership:** Locations A - B Provide a bike share membership to residents and employees for one point, another point given for each project within the Bike Share Network.	1 - 2
ACTIVE-5A	**Bicycle Repair Station**	1
ACTIVE-5B	**Bicycle Maintenance Services**	1
ACTIVE-6	**Fleet of Bicycles**	1
ACTIVE-7	**Bicycle Valet Parking**	1
CSHARE-1	**Car-share Parking and Membership:** Options A - E	1 - 5
DELIVERY-1	**Delivery Supportive Amenities**	1
DELIVERY-2	**Provide Delivery Services**	1
FAMILY-1	**Family TDM Amenities:** Options A - B	1
FAMILY-2	**On-site Childcare**	2
FAMILY-3	**Family TDM Package**	2
HOV-1	**Contributions or Incentives for Sustainable Transportation:** Options A - D	2 - 8
HOV-2	**Shuttle Bus Service:** Options A - B	7 - 14
HOV-3	**Vanpool Program:** Options A - G	1 - 7
INFO-1	**Multimodal Wayfinding Signage**	1
INFO-2	**Real Time Transportation Information Displays**	1
INFO-3	**Tailored Transportation Marketing Services:** Options A - D	1 - 4
LU-1	**Healthy Food Retail in Underserved Area**	2
LU-2	**On-site Affordable Housing:** Options A - D	1 - 4
PKG-1	**Unbundle Parking:** Locations A - E	1 - 5
PKG-2	**Short Term Daily Parking Provision**	2
PKG-3	**Parking Cash Out: Non-residential Tenants**	2
PKG-4	**Parking Supply:** Option A - K	1 - 11

NOTE: A project sponsor can only receive up to 14 points between HOV-2 and HOV-3.

APPENDIX A

Introduction

Appendix A includes the information on all of the Transportation Demand Management (TDM) measures included on the TDM menu of options.

The TDM measures are grouped into the following eight categories:

ACTIVE TRANSPORTATION

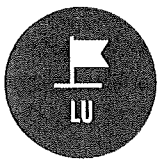
CAR-SHARE

DELIVERY

FAMILY

HIGH OCCUPANCY VEHICLES

INFORMATION & COMMUNICATIONS



LAND USE

PARKING MANAGEMENT

There is a cover sheet preceding each category of measures that describes the nature of the category of measures; this includes how the measures within that category relate to one another, and how the measures reduce vehicle miles traveled (VMT).

OPTIONS

Many of the TDM measures on the menu of options include different options within the same measure. These options are called out with letters, "Option A, Option B, Option C. . ." and so forth. The options define the particular conditions that lead to a different point value awarded within a TDM measure, different ways that a TDM measure may be applied, how a TDM measure may be applied under various circumstances (project site location, project size, or land use type, etc.), or various levels of implementation.

Example 1. ACTIVE-1 Improve Walking Conditions includes two options. Option A is applicable to Development Projects that meet certain criteria under Planning Code Section 138.1 with regard to the size of the project site (in particular the length of the project site's frontages onto public rights-of way). Option B is offered to Development Projects that have smaller project sites that do not meet the criteria identified for Option A.

Example 2. HOV-1 Contributions or Incentives for Sustainable Transportation includes four options. Here, the options are focused on a range of point values assigned for different levels of implementation. The measure includes financial incentives to ride public transportation in the form of subsidized transit passes. The guidelines for

providing the subsidies are the same across all of the options; the options identify four levels of subsidy and corresponding point values. Option A is a 25% subsidy (two points), Option B is a 50% subsidy (4 points), Option C is a 75% subsidy (6 points) and Option D is a 100% subsidy (8 points).

ON THE FACT SHEETS

Each fact sheet includes the following information:

TDM Measure (including Options). This language describes the measure itself including, a description of the transportation amenity being provided, the amount/frequency of this amenity, and the property owner's responsibilities with regard to this measure over the Life of the Project.

Applicability. The applicability section states which land use categories the measure applies to among land use categories A, B, C, and D (see Table 2-2: Planning Code Land Use Categorization in the TDM Program Standards for a complete list of categorized land use types). In some cases, additional applicability information is also supplied. Additional information typically relates to the size and/or location of the Development Project. *Example.* INFO-2 Real Time Transportation Information Displays is applicable to Development Projects in all land use categories "particularly if the project site is within ¼ mile of the Muni Rapid Transit Network and/or a regional transit hub (such as Caltrain or a BART station)."

Points. The points section identifies the number of points awarded for the selection of the TDM measure. In some cases there are a range of point values assigned. Here, it is important to carefully review each option, as the options provide key details on how to earn a particular number of points for the measure.

Compliance Information. The compliance information section includes information about the property owner's actions and obligations during the three identified compliance phases; the Development Review phase, the Pre-occupancy Monitoring and Reporting phase, and the Pre-occupancy Monitoring and Reporting phase (see Figure 3-1: Compliance Process Flow Chart in the TDM Program Standards for more detail). Information on each compliance phase includes:

- **Development Review.** This section documents what the property owner must provide with the TDM Review Application in order to document how the TDM measure would be implemented so that City staff may confirm that the TDM measure meets the criteria in the TDM fact sheet, is in compliance with relevant municipal code sections, and so that the appropriate point value may be assigned.

- **Pre-occupancy Monitoring and Reporting.** This section documents what the property owner must provide prior to the pre-occupancy site visit, to be conducted by City staff prior to the issuance of the first Certificate of Occupancy by the Department of Building Inspection.

- **Ongoing Monitoring and Reporting.** This section documents what the property owner must provide on an ongoing basis throughout the Life of the Project to show that the TDM measure continues to be correctly and appropriately implemented. This information is typically required on a annual basis starting 18 months after the issuance of the first Certificate of Occupancy by the Department of Building Inspection. However, for Development Projects in good standing, that have met all of the ongoing monitoring and reporting requirements for five consecutive years, this requirement may be shifted to a triennial requirement, whereby materials are required to be submitted once every three years.

Relevant Municipal Code(s). This includes a list of (and links to) relevant sections of municipal code that apply to the TDM measure. The most typical references are to the San Francisco Planning Code because some measures may be required, at some level, elsewhere within the Planning Code. Other references are to state legislation, the San Francisco Environment Code, Zoning Administrator Bulletins, etc. It is important to review the references prior to selecting a TDM measure, as these references may contain key details.

ACTIVE TRANSPORTATION

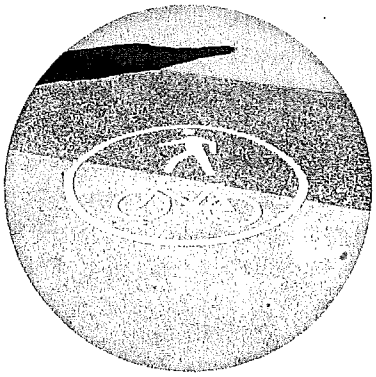
This category of measures encourages active modes of transportation, including trips made by walking or cycling. The measures within this category include amenities to make travel by active modes safer and more convenient including streetscape elements, a fleet of bicycles, bicycle parking (including valet parking at large events), showers and clothes lockers, bicycle repair stations or services, and/or subsidized bike share memberships.

Encouraging trips by active modes may also encourage trips by transit, first because every transit trip has a walk trip associated with it, and second because walking and bicycling provide a "last mile" solution to connect major transit stations to final destinations.

Lastly, contributions to bike share memberships provide access to and incentives for the use of a network of bicycles for last-mile, short trip, or multi-destination trips. It also can help relieve crowding on particularly congested transit lines.

MENU OF OPTIONS

CATEGORY	MEASURE	POINTS
ACTIVE-1	Improve Walking Conditions: Option A; or	● 1
	Improve Walking Conditions: Option B	● 1
ACTIVE-2	Bicycle Parking: Option A; or	● 1
	Bicycle Parking: Option B; or	●● 2
	Bicycle Parking: Option C; or	●●● 3
	Bicycle Parking: Option D	●●●● 4
ACTIVE-3	Showers and Lockers	● 1
ACTIVE-4	Bike Share Membership: Location A; or	● 1
	Bike Share Membership: Location B	●● 2
ACTIVE-5A	Bicycle Repair Station	● 1
ACTIVE-5B	Bicycle Maintenance Services	● 1
ACTIVE-6	Fleet of Bicycles	● 1
ACTIVE-7	Bicycle Valet Parking	● 1




SHARED
PATHWAY
YIELD
TO


Bicycle


Take Your Day By
The Handlebars

Improve Walking Conditions

ACTIVE-1

TDM MEASURE:

The streetscape improvements shall include, at a minimum:

OPTION A

POINTS: **1**

For large projects as defined by and subject to Planning Code Section 138.1, the property owner shall complete streetscape improvements consistent with the Better Streets Plan and any local streetscape plan so that the public right-of-way is safe, accessible, convenient and attractive to persons walking.

- The recommended sidewalk width adjacent to the property, unless the recommended sidewalk width is determined to be infeasible or undesirable by City staff;
- The required streetscape elements; AND one of the following:
  - Ten additional streetscape elements identified by City staff that contribute to VMT reduction/increased walking[1]; OR
  - Five of the additional streetscape elements identified by City staff, PLUS the recommended sidewalk adjacent to and beyond the project site (but not to exceed 50 feet beyond the project site in any direction), unless the recommended sidewalk width is determined to be infeasible or undesirable by City staff; OR
  - Five of the additional streetscape elements identified by City staff, PLUS the Development Project provides a minimum of two Safety Tools identified in the WalkFirst toolkit[1] if the Development Project is located on a High-Injury Corridor[2].

APPLICABILITY:

This measure is required for some projects under Planning Code Section 138.1, however, this measure is applicable to any project in any land use category that could benefit from an enhanced pedestrian realm, including Development Projects that would serve sensitive or vulnerable populations, such as children and the elderly and/or for projects that are located along a High-Injury Corridor.

POINTS: **1 ●**

NOTE: To receive points for this measure, the improvements cannot be credited towards an In-Kind Agreement.

Improve Walking Conditions

ACTIVE-1

OPTION B

POINTS:

1

For projects not subject to the large project requirements of Planning Code Section 138.1, the property owner shall complete streetscape improvements consistent with the Better Streets Plan and any local streetscape plan. The streetscape improvements shall include:

- The recommended sidewalk width, unless the recommended sidewalk width is determined to be infeasible or undesirable by City staff;
- The required streetscape elements; AND one of the following:
  - Five of the additional streetscape elements identified by City staff; OR
  - The Development Project provides a minimum of two Safety Tools identified in the WalkFirst toolkit[2] if the Development Project is located on a High-Injury Corridor[3].

Improve Walking Conditions

ACTIVE-1

DEVELOPMENT REVIEW:

The property owner shall submit a streetscape plan and sections that show the location, design, and dimensions of existing and proposed pedestrian-oriented streetscape elements along the project frontage(s).

SFMTA and Planning Department staff shall review the proposed streetscape plan during the development review process to provide a staff recommendation regarding the streetscape improvements. If the Streetscape Design Advisory Team (SDAT) recommends that the streetscape improvements should be approved, the Development Project shall receive the points outlined above.

PRE-OCCUPANCY MONITORING AND REPORTING:

The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the standards specified as conditions of Planning, SFMTA, Public Works, and/or Fire Department approval are met. If the property owner is responsible for funding, but not constructing/implementing the streetscape elements, then the property owner shall provide documentation that they have submitted the appropriate fees to the City.

Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.

ONGOING MONITORING AND REPORTING:

The property owner shall maintain all streetscape improvements in good repair, and repair or replace, as needed, unless the maintenance and ownership of specific streetscape elements have been transferred to the City. The property owner shall submit photographs to verify maintenance. City staff shall ensure that the standards and minimums identified in the Planning Code and/or those specified in the project approvals by Planning, SFMTA, Public Works, Fire, or other Departments are met. City staff will perform one site visit every three years to verify that the project continues to meet the standards specified in the project approvals.

RELEVANT MUNICIPAL CODE(S):

San Francisco Planning Code Section 138.1, Charter Section 4.105, Public Works Code Section 708.1.

NOTES:

1 Within Table 1 of Section 138.1 of the San Francisco Planning Code, property owners can choose from item #s, which reduce VMT/increase walking: 3, 4, 5, 7, 8, 9, 12, 13, 14, 15, 16, 17, 18, 19, 20, 23, 24, 26, 27, 28, 32. The property owner can construct or install these items or provide funding to the City to construct or install them on the sidewalk or street right of way adjacent to and beyond the project site (but not to exceed 50 feet beyond the project site in any direction).

2 The property owner can construct or install the WalkFirst toolkit Safety Tools, http://walkfirst.sfplanning.org/, or provide funding to the City to construct or install them.

3 http://walkfirst.sfplanning.org/index.php/home/streets

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Bicycle Parking

TDM MEASURE:

The property owner may choose ONE of the following options to provide Class 1 and/or Class 2 Bicycle Parking spaces as defined by the Planning Code:

OPTION A

POINTS:

Residential: Class 1 and 2 bicycle parking spaces as required by the Planning Code. **1**

Office: Class 1 and 2 bicycle parking spaces as required by the Planning Code.

Retail: Class 1 and 2 bicycle parking spaces as required by the Planning Code.

OPTION B[1]

POINTS:

Residential: One Class 1 Bicycle Parking space for each Dwelling Unit, and two Class 2 Bicycle Parking spaces for every 20 Dwelling Units. **2**

Office: One Class 1 Bicycle Parking space for every 2,500 square feet of Occupied Floor Area, and two Class 2 Bicycle Parking spaces for every 25,000 square feet of Occupied Floor Area.

Retail: One Class 1 Bicycle Parking space for every 3,750 square feet of Occupied Floor Area, and one Class 2 Bicycle Parking space for every 750 square feet of Occupied Floor Area; or five percent of the maximum number of visitors which the project is designed to accommodate, whichever is less.

APPLICABILITY:

This measure is required for some projects under Planning Code Section 155.2, and is applicable to Development Projects in any land use category.

POINTS:

1-4 ○○○○

Bicycle Parking

ACTIVE-2

OPTION C[1]

POINTS: **3**

Residential: One and a half Class 1 Bicycle Parking spaces for each Dwelling Unit, and three Class 2 Bicycle Parking spaces for every 20 Dwelling Units.

Office: One Class 1 Bicycle Parking space for every 1,667 square feet of Occupied Floor Area, and three Class 2 Bicycle Parking spaces for every 25,000 square feet of Occupied Floor Area.

Retail: One Class 1 Bicycle Parking space for every 2,500 square feet of Occupied Floor Area, and two Class 2 Bicycle Parking spaces for every 750 square feet of Occupied Floor Area or 10 percent of the maximum number of visitors which the project is designed to accommodate, whichever is less.

OPTION D[1]

POINTS: **4**

Residential: For each Dwelling Unit, one and half Class 1 Bicycle Parking spaces or one Class 1 Bicycle Parking space for each bedroom, whichever is greater, and four Class 2 Bicycle Parking spaces for every 20 Dwelling Units.

Office: One Class 1 Bicycle Parking space for every 1,250 square feet of Occupied Floor Area, and four Class 2 Bicycle Parking spaces for every 25,000 square feet of Occupied Floor Area.

Retail: One Class 1 Bicycle Parking space for every 1,875 square feet of Occupied Floor Area, and three Class 2 Bicycle Parking spaces for every 750 square feet of Occupied Floor Area or 20 percent of the maximum number of visitors which the project is designed to accommodate, whichever is less.

Bicycle Parking

ACTIVE-2

DEVELOPMENT REVIEW:	The property owner shall submit plans that identify the amount, type (Class 1 or Class 2), and location of bicycle parking. City staff shall review the plans to ensure that the bicycle parking spaces provided meet the standards and minimums identified in the Planning Code, Zoning Administrator Bulletin No. 9, and/or those specified in this measure. City staff shall assign points based on the level of implementation. Class 1 Bicycle Parking spaces provided in excess of Planning Code requirements may vary from Planning Code standards as to location and spacing, provided that the intent of the standards regarding convenience and security is preserved.
PRE-OCCUPANCY MONITORING AND REPORTING:	The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the bicycle parking meets the standards specified in the project approvals. Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.
ONGOING MONITORING AND REPORTING:	The property owner shall provide photographs of the bicycle parking. City staff shall verify that the standards specified in the project approvals are met. City staff will perform one site visit every three years to verify that the project continues to meet the standards specified in the project approvals.
RELEVANT MUNICIPAL CODE(S):	San Francisco Planning Code Sections 155.1, 155.2, 155.3 and 430.

NOTES:

1 At least five percent of all Class 1 Bicycle Parking spaces provided in excess of Planning Code requirements shall be designed to accommodate cargo bicycles. The number of Class 2 Bicycle Parking spaces in excess of Planning Code requirements may be reduced by up to 50 percent provided all Class 2 spaces provided are free to patrons of the project; located in one or more on-site facilities; easily accessible; monitored; protected from inclement weather; and designed and operated to reasonably allow patrons the ability to retrieve their bicycle.

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Showers and Clothes Lockers

TDM MEASURE:

The Development Project shall provide at least one shower and at least six clothes lockers for every 30 Class 1 Bicycle Parking spaces, but no fewer than the number of showers and clothes lockers that are required by the Planning Code, if any.

DEVELOPMENT REVIEW:	The property owner shall submit plans that identify the location and number of showers and clothes lockers. City staff shall review the proposed plan to ensure that the showers and clothes lockers meet the standards and minimums identified in the Planning Code or those specified in this measure.
PRE-OCCUPANCY MONITORING AND REPORTING:	The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the showers and clothes lockers have been constructed and meet the standards specified in the project approvals. Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.
ONGOING MONITORING AND REPORTING:	The property owner shall provide photographs of the showers and clothes lockers. City staff shall verify that the standards specified in the project approvals are met. City staff will perform one site visit every three years to verify that the project continues to meet the standards specified in the project approvals.
RELEVANT MUNICIPAL CODE(S):	San Francisco Planning Code Section 155.4.

APPLICABILITY:

This measure is required for some non-residential projects under Planning Code Section 155.4; and is applicable to any non-residential Development Project (land use categories A, B, and D), particularly if the project site is along or near bicycle lane facilities.

POINTS:

1 ●

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Bike Share Membership

TDM MEASURE:

The property owner shall proactively offer one complimentary bike share membership to each Dwelling Unit and/or employee[1], at least once annually, for the Life of the Project or a shorter period if a bike sharing program ceases to exist. If requested by a resident and/or employee, the property owner shall pay for memberships minimally equivalent to the cost of one annual Bay Area Bike Share (or a similar successor entity) membership per Dwelling Unit and/or employee[2]. The cost of the membership shall be determined at the time of project approval and increased annually to reflect the two-year average consumer price index change for the San Francisco/San Jose Primary Metropolitan Statistical Area or the change in the cost of the membership, whichever is less. The residents and employees shall pay all other costs associated with the bike share membership, including hourly fees.

LOCATION A

POINTS: **1**

One point if the project site is located more than 1,000 feet from an existing or proposed Bay Area Bike Share station; OR

LOCATION B

POINTS: **2**

Two points if the project site is located within 1,000 feet of an existing or planned Bay Area Bike Share station.

APPLICABILITY:

This measure is applicable to Development Projects in any land use category, particularly if the project site is within 1,000 feet of an existing or proposed Bay Area Bike Share station and along or near bicycle lane facilities.

POINTS:

1-2 ○○

(assuming 100 percent subsidy)

Bike Share Membership

ACTIVE-4

DEVELOPMENT REVIEW:	The measure must be included in the Development Project's TDM Plan.
PRE-OCCUPANCY MONITORING AND REPORTING:	City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds. If available, the TDM coordinator will also submit any additional information regarding this measure (e.g., online sign-up portals or additional marketing materials) that demonstrates how the property owner will offer bike share memberships. City staff may contact the TDM coordinator for further information regarding this measure.
ONGOING MONITORING AND REPORTING:	The property owner shall submit Bay Area Bike Share invoices with any sensitive billing information redacted and any other marketing materials that have been provided to residents and employees to describe the available membership benefits.
RELEVANT MUNICIPAL CODE(S):	None.

NOTES:

1 Although the property owner may opt to provide an annual membership to all employees, the requirement is one membership per full time employee.

2 Full compliance means that the property owner offers one membership per employee and/or Dwelling Unit regardless of whether or not the memberships are accepted.

Bicycle Repair Station

TDM MEASURE:

The Development Project shall include a bicycle repair station consisting of a designated, secure area within the building, such as within a bicycle storage room or in the building garage, where bicycle maintenance tools and supplies are readily available on a permanent basis and offered in good condition to encourage bicycling. Tools and supplies should include, at a minimum, those necessary for fixing a flat tire, adjusting a chain, and performing other basic bicycle maintenance. Available tools should include, at a minimum, a bicycle pump, wrenches, a chain tool, lubricants, tire levers, hex keys/Allen wrenches, torx keys, screwdrivers, and spoke wrenches.

DEVELOPMENT REVIEW:

The property owner shall submit plans that identify the location of the on-site bicycle repair station. The property owner shall provide a description of the amenities to be provided, a means of providing access to all residents and tenants, and a plan for maintaining these amenities. City staff shall review the plans and description to ensure the bike repair station meets the standards and minimums specified in this measure.

PRE-OCCUPANCY MONITORING AND REPORTING:

The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the on-site bicycle repair station meets the standards specified in the project approvals.

Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.

APPLICABILITY:

This measure is applicable to Development Projects in any land use category, particularly if the project site is along or near bicycle lane facilities.

POINTS:

1 ●

Bicycle Repair Station

ACTIVE-5A

ONGOING MONITORING AND REPORTING	The property owner shall submit photographs demonstrating that tools continue to be in place, maintained, and available to tenants and residents. City staff shall verify the continued operation of the on-site bicycle repair station. City staff will perform one site visit every three years to verify that the project continues to meet the standards specified in the project approvals.
RELEVANT MUNICIPAL CODE(S):	None.

Bicycle Maintenance Services

TDM MEASURE:

The property owner shall offer bicycle maintenance services to each Dwelling Unit and/or employee, at least once annually, for 40 years. If requested by the Dwelling Unit and/or employee, the property owner shall pay for bicycle maintenance services minimally equivalent to the cost of one annual bicycle tune-up per Dwelling Unit and/or employee. Tune-ups include inspection and adjustment of brakes, derailleur/shifting mechanism, and cables, and chain cleaning and inspection for wear and tear on all bicycle components. The cost of a basic tune-up shall be estimated in consultation with local bicycle repair shops.

The maintenance services shall be provided through an on-call bicycle mechanic, or through vouchers for nearby bicycle shops.

DEVELOPMENT REVIEW: The measure must be included in the Development Project's TDM Plan.

PRE-OCCUPANCY MONITORING AND REPORTING: City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.

If available, the TDM coordinator will also submit any additional information regarding this measure (e.g., the value of the reimbursement, instructions for using an online sign-up portal, or marketing/instructional materials) that demonstrates how the property owner will offer bicycle maintenance services. City staff may contact the TDM coordinator for further information regarding this measure.

APPLICABILITY:

This measure is applicable to Development Projects in any land use category, particularly if the project site is along or near bicycle lane facilities.

POINTS:

1 ●

Bicycle Repair Station

ACTIVE-5B

ONGOING MONITORING AND REPORTING:	The property owner shall submit invoices for services (with sensitive billing information redacted) or vouchers provided within the last year, and documentation of marketing materials for the service (e.g. announcements in lobbies, e-mail blasts, etc.)
RELEVANT MUNICIPAL CODE(S):	None.

Fleet of Bicycles

TDM MEASURE:

The Development Project shall provide a fleet of bicycles for residents, visitors, and/or employees for their use to encourage bicycling. The number of bicycles in the fleet shall be equivalent to the number of Class 2 Bicycle Parking spaces required by the Planning Code, at a minimum five bicycles must be provided. The property owner shall ensure that bicycles are properly stored and maintained, and shall provide additional Class 1 Bicycle Parking—beyond the amount required by the Planning Code—to accommodate these bicycles. Secure bicycle parking shall be provided for the fleet of bicycles within an easily accessible bicycle room, a bicycle cage, or clothes Lockers. The property owner shall provide helmets, locks, lights, baskets, and other amenities to facilitate convenient use of the fleet of bicycles. Electric-powered bicycles are encouraged.

DEVELOPMENT REVIEW:	The property owner shall submit plans that identify the location of the Class 1 Bicycle Parking for the fleet of bicycles. City staff shall review the proposed plan to ensure that the fleet of bicycles would be properly housed and easily accessed.
PRE-OCCUPANCY MONITORING AND REPORTING:	The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the Class 1 Bicycle Parking, the fleet of bicycles, and related amenities meet the standards specified in the project approvals. Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.

APPLICABILITY:

This measure is applicable to Development Projects in any land use category, particularly if the project site is along or near protected bicycle lane facilities.

POINTS:

1 ●

Fleet of Resident/Employee Bicycles

ACTIVE-6

ONGOING MONITORING AND REPORTING:	The property owner shall submit photographs and receipts with sensitive billing information redacted to verify the ongoing maintenance and operation of the fleet of bicycles as specified in the approved project. City staff will perform one site visit every three years to verify that the project continues to meet the standards specified in the project approvals.
RELEVANT MUNICIPAL CODE(S):	None.

Bicycle Valet Parking

TDM MEASURE:

For all events where the anticipated number of attendees is greater than 1,000 people, the property owner shall provide Monitored Parking for bicycles designed to accommodate at least 20 percent of the event attendees. The monitored bicycle parking must be available to attendees at least one hour before the start of the event until at least 30 minutes after the end of the event. The Monitored Parking for bicycles shall be located within a one block radius of a regular entrance to the event. Since the parking will be temporary in nature, it likely will need to be staffed in order to be properly supplied.

DEVELOPMENT REVIEW:	The property owner shall identify a potential space for bicycle valet parking.
PRE-OCCUPANCY MONITORING AND REPORTING:	The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that there is suitable space for bicycle valet per the project approvals.
ONGOING MONITORING AND REPORTING:	The property owner shall submit a schedule of events held during the last year and date-stamped photographs showing bicycle valet at the events where it was provided or receipts with any sensitive billing information redacted showing ongoing contracting for bicycle valet services that meet the standards specified in the project approvals, and documentation of marketing materials for the service. Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.
RELEVANT MUNICIPAL CODE(S):	Planning Code Section 155.1 and Transportation Code Section 6.15.

APPLICABILITY:	**POINTS:**
This measure is applicable to Development Project that are expected to generate at least 12 events annually with more than 1,000 attendees.	**1 ●**

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CAR-SHARE

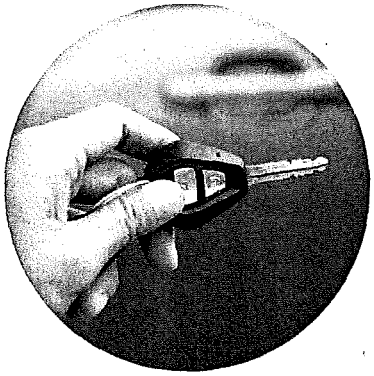
Availability of car-share vehicles reduces the need for individual vehicle ownership, which, in turn, reduces the number of Vehicle Miles Traveled by individuals. Car-share provides vehicles for those trips that are not convenient to make by transit, walking, or bicycling, such as large shopping trips. Subsidizing car-share membership creates a higher demand for car-share vehicles and may reduce the barrier for individuals to try car-share services. As a result, the membership options within this category are paired with provision of a higher number of car-share spaces.

MENU OF OPTIONS

CATEGORY	MEASURE	POINTS
CSHARE-1	Car-Share Parking and Membership: Option A; or	● 1
	Car-Share Parking and Membership: Option B; or	●● 2
	Car-Share Parking and Membership: Option C; or	●●● 3
	Car-Share Parking and Membership: Option D; or	●●●● 4
	Car-Share Parking and Membership: Option E	●●●●● 5


zipcars


CITY CAR
SHARE.org

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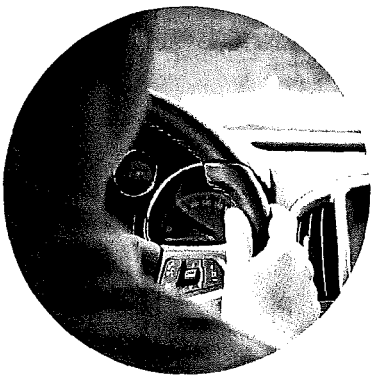


Car-Share Parking and Membership

TDM MEASURE:

The property owner shall offer memberships to a certified car-share organization, at least once annually, to each Dwelling Unit and/or employee[1] for the Life of the Project and/or provide car-share parking spaces as specified below. If requested by the resident and/or employee, the property owner shall pay for memberships minimally equivalent to the cost of one annual membership per Dwelling Unit and/or employee. The cost of the membership shall be determined at the time of project approval and increased annually to reflect the two-year average consumer price index change for the San Francisco/San Jose Primary Metropolitan Statistical Area or the change in the cost of the membership, whichever is less. Residents or employees shall pay all other costs associated with the car-share usage, including hourly fees. The car-share parking spaces shall meet the availability and specifications required in the Planning Code, and Zoning Administrator Bulletin No. 6. Car-share parking spaces required for Option C may be waived if no Accessory Parking is provided for the project. The property owner may choose ONE of the following five options:

OPTION A

POINTS: **1**

Residential: Car-share parking spaces as required by the Planning Code.

Office: Car-share parking spaces as required by the Planning Code.

Retail: Car-share parking spaces as required by the Planning Code.

APPLICABILITY:

This measure is applicable to Development Projects in any land use category.

POINTS:

1-5 ○○○○○○

Car-Share

CSHARE-1

OPTION B

POINTS:

2

Residential: One car-share parking space for every 80 Dwelling Units, with a minimum of two car-share parking spaces.

Office: One car-share parking space for each 20,000 square feet of Occupied Floor Area, with a minimum of two car-share parking spaces.

Retail: Two car-share parking spaces for each 20,000 square feet of Occupied Floor Area, with a minimum of four car-share parking spaces.

OPTION C

POINTS:

3

Residential: One car-share membership for each Dwelling Unit, and car-share parking spaces as required by the Planning Code.

Office: One car-share membership to each employee, and car-share parking spaces as required by the Planning Code.

Retail: One car-share membership to each employee, and car-share parking spaces as required by the Planning Code.

OPTION D

POINTS:

4

Residential: One car-share membership for each Dwelling Unit, and one car-share parking space for every 80 Dwelling Units, with a minimum of two car-share parking spaces.

Office: One car-share membership to each employee, and one car-share parking space for each 20,000 square feet of Occupied Floor Area, with a minimum of two car-share parking spaces.

Retail: One car-share membership to each employee, and two car-share parking spaces for each 20,000 square feet of Occupied Floor Area, with a minimum of four car-share parking spaces.

Car-Share

CSHARE-1

OPTION E

POINTS:

5

Residential: One car-share membership for each Dwelling Unit, and one car-share parking space for every 40 car-share memberships provided, with a minimum of three car-share parking spaces.

Office: One car-share membership to each employee, and one car-share parking space for every 10,000 square feet of Occupied Floor Area, with a minimum of three car-share parking spaces.

Retail: One car-share membership to each employee, and two car-share parking spaces for every 10,000 square feet of Occupied Floor Area, with a minimum of three car-share parking spaces.

Car-Share

CSHARE-1

DEVELOPMENT REVIEW:	The property owner shall select an option and submit plans that identify the car-share parking spaces. The measure must be included in the Development Project's TDM Plan. City staff will assign points based on the level of implementation.
PRE-OCCUPANCY MONITORING AND REPORTING:	The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the car-share parking meets the standards specified in the Planning Code and the project approvals. Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.
ONGOING MONITORING AND REPORTING:	The property owner shall submit invoices or receipts with any sensitive billing information redacted and document the total number of employees and/or occupied Dwelling Units and the number of memberships purchased within the last year[2]. City staff shall verify that the standards and minimums identified in the Planning Code and those specified in the project approvals are met[3].
RELEVANT MUNICIPAL CODE(S):	San Francisco Planning Code Sections 151.1 and 166.

NOTES:

1 Although the property owner may opt to provide an annual membership to all employees, the requirement is one membership per full time employee.

2 Full compliance means that the property owner offers one membership per employee and/or Dwelling Unit regardless of whether or not the memberships are accepted.

3 If a property owner offers the off-street car-share spaces to a certified car-share organization for two consecutive ongoing reporting periods and no certified car-share organization agrees to use the spaces, the property owner must file a TDM Plan Update Application to revise the TDM Plan with new measures to ensure that the target is achieved.

For Option D, for all car-share spaces that are provided, above and beyond the Planning Code requirements, up to 15 percent of the car-share parking spaces and memberships may be substituted with spaces and memberships for another shared vehicle type. Other shared vehicle types include: scooters, motorized bicycles and/or other motorized vehicles.

The maximum number of car-share spaces for any Development Project is 50 spaces.

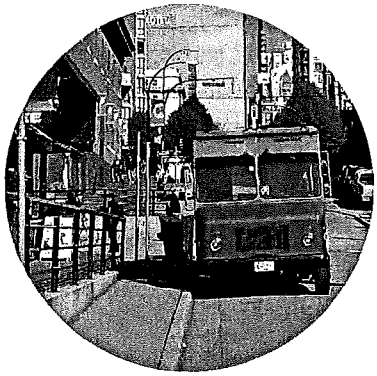
DELIVERY

Providing delivery services and facilitating deliveries help to reduce the need for individual vehicle ownership. For example, providing delivery services for groceries and sundry items, and facilitating delivery with a refrigerated storage area allow grocery shopping to be accomplished without a private vehicle. Further, providing deliveries of food, laundry, dry cleaning, etc. consolidates trips to and from a central location into one trip with multiple stops, thus reducing Vehicle Miles Traveled.

MENU OF OPTIONS

CATEGORY	MEASURE	POINTS
DELIVERY-1	**Delivery Supportive Amenities**	● 1
DELIVERY-2	**Provide Delivery Services**	● 1


NO STANDING
EXCEPT TRUCKS
LOADING &
UNLOADING




Elite


20 Min
0700-1900


28


PIZZA
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ATM

Delivery Supportive Amenities

TDM MEASURE:

The Development Project shall facilitate delivery services by providing a staffed reception area for receipt of deliveries, and offering one of the following: (1) clothes lockers for delivery services, (2) temporary storage for package deliveries, laundry deliveries, and other deliveries, or (3) providing temporary refrigeration for grocery deliveries, and/or including other delivery supportive measures as proposed by the property owner that may reduce Vehicle Miles Traveled per household by reducing number of trips that may otherwise have been by single occupancy vehicle.

DEVELOPMENT REVIEW:	The property owner shall describe the delivery supportive amenities to be provided and submit plans that identify the location of the amenities.
PRE-OCCUPANCY MONITORING AND REPORTING:	The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the physical measures, such as a staffed desk, clothes Lockers for larger deliveries, refrigerator for groceries, etc., have been constructed and meet the standards specified in the project approvals. Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.
ONGOING MONITORING AND REPORTING:	The property owner shall submit photographs to verify the continued availability and operation of delivery supportive amenities. City staff will perform one site visit every three years to verify that the project continues to meet the standards specified in the project approvals.

APPLICABILITY:

This measure is applicable to any Development Project in any land use category. However, it is best suited to larger residential (land use category C) and office (land use Category B) developments and/or other employment centers, such as large retail (land use category A) and institutional uses (land use Category B), particularly in locations with low auto mode share.

POINTS:

1 ●

Delivery Supportive Amenities

DELIVERY-1

RELEVANT MUNICIPAL CODE(S): None.

Provide Delivery Services

TDM MEASURE:

The Development Project shall provide delivery services that reduce Vehicle Miles Traveled from single-stop motorized deliveries. The provided services may include deliveries by bicycle, on foot, or in a delivery vehicle that makes multiple stops. Delivery services should be provided during normal business hours.

DEVELOPMENT REVIEW:	The measure must be included in the Development Project's TDM Plan.
PRE-OCCUPANCY MONITORING AND REPORTING:	City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City Staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.
ONGOING MONITORING AND REPORTING:	The property owner shall submit copies of marketing materials offering delivery services and invoices with any sensitive billing information redacted to verify the continued provision of delivery services.
RELEVANT MUNICIPAL CODE(S):	None.

APPLICABILITY:

This measure is applicable to Development Projects in land use category A. It is best suited to retail uses of any size, particularly grocery stores, or uses that may require deliveries of larger goods.

POINTS:

1 ●

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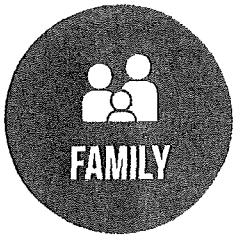
FAMILY



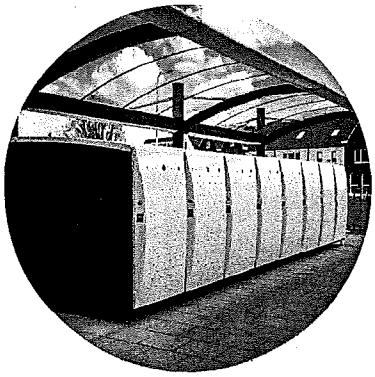
The theme of this category is to address the particular challenges that families face in making trips without a private vehicle, including large shopping trips, and transportation to and from childcare providers, school, etc. These measures acknowledge the complementary and synergistic effects of family-supportive measures in the TDM menu when packaged together as a suite of measures.

This category of measures is generally focused on buildings with a higher likelihood of families as residents, but also highlights the benefits of providing on-site childcare for any land use. Family-oriented units are typically considered to be units with at least two bedrooms. Some of these measures are only applicable to buildings that meet the dwelling unit mix identified in Planning Code Section 207.6(c)(2).

MENU OF OPTIONS

CATEGORY	MEASURE	POINTS
FAMILY-1	Family TDM Amenities: Option A; and/or	● 1
	Family TDM Amenities: Option B	● 1
FAMILY-2	On-site Childcare	●● 2
FAMILY-3	Family TDM Package	●● 2


Stroller Parking



Family TDM Amenities

TDM MEASURE:

To address particular challenges that families face in making trips without a private vehicle, the property owner shall provide one or both of the following options:

OPTION A

POINTS:

Amenities: On-site secure location for storage of personal car seats, strollers, and cargo bicycles or other large bicycles. Personal car seat storage should be located near off-street car-share parking space(s).

1

OPTION B

POINTS:

Amenities: One shopping cart for every 10 residential units and one cargo bicycle for every 20 Dwelling Units. All equipment shall be kept clean and well maintained.

1

APPLICABILITY:

This measure is applicable to residential Development Projects (land use category C), particularly those with larger Dwelling Units.

POINTS:

1-2 ○○

One point for each option, up to two points.

Family TDM Amenities

FAMILY-1

DEVELOPMENT REVIEW:	The property owner shall submit plans that identify the location of the space for the amenities. City staff will review the proposed plan to ensure that the amenities meet the standards and minimums specified in this measure and assign points based on the level of implementation.
PRE-OCCUPANCY MONITORING AND REPORTING:	For Options A and B, the TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the amenities have been constructed and/or provided as specified in the project approvals. City staff will verify that there is a system in place to make amenities accessible to tenants that meets the standards specified in the project approvals. Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.
ONGOING MONITORING AND REPORTING:	For Option A, the property owner shall submit photographs of the secured storage spaces or an inventory of assigned storage spaces. For Option B, the property owner shall submit documentation tracking the use of the shared amenities to verify that the carts and cargo bicycles remain available to tenants. City staff will perform one site visit every three years to verify that the project continues to meet the standards specified in the project approvals.
RELEVANT MUNICIPAL CODE(S):	San Francisco Planning Code Section 207.6(c)(2).

On-site Childcare

TDM MEASURE:

The Development Project shall include an on-site childcare facility to reduce commuting distances between households, places of employment, and childcare. The on-site childcare facility must comply with all state and City requirements, including provisions within the San Francisco Planning Code.

DEVELOPMENT REVIEW:

The property owner shall describe the childcare facility space and submit plans that identify the location of the space for the childcare facility. City staff shall review the proposed plans to ensure that the child care facility meets the standards and minimums specified in this measure and the Planning Code.

PRE-OCCUPANCY MONITORING AND REPORTING:

The TDM Coordinator shall facilitate a site inspection by Planning Department staff to verify that the childcare space has been constructed as specified in the project approvals.

Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.

ONGOING MONITORING AND REPORTING:

The property owner shall submit a letter from the contracted childcare provider that includes a description of the services provided (days of the week, hours, etc.) and the provider's contact information to verify the availability on-site childcare services, OR if no childcare provider has been retained, document outreach efforts to childcare providers. City staff will perform one site visit every three years to verify that the project continues to meet the standards specified in the project approvals.

APPLICABILITY:

This measure is applicable to Development Projects in land use categories A, B, and C.

POINTS:

2 ●●

On-site Childcare

FAMILY-2

RELEVANT MUNICIPAL CODE(S):

San Francisco Planning Code Sections 414.5 (as related to the provision of on-site childcare only, off-site and/or in-lieu fee payment options do not apply), 414.11 and 414.13.

Family TDM Package

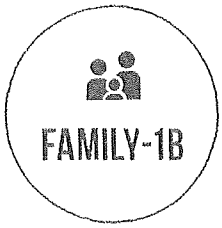
TDM MEASURE:

For residential Development Projects that meet the dwelling unit mix requirements in Planning Code Section 207.6(c)(2), a property owner shall include all of the following measures:

» CSHARE-1: Car-Share Parking and Membership Option D or E; AND
» FAMILY-1: Family TDM Amenities, Options A and B.

ONE of the following **Car-share** measures:

AND BOTH of the following **Family TDM – Amenities** measures:



APPLICABILITY:

This measure is applicable to residential Development Projects (land use category C), that meet the dwelling unit mix requirements in Planning Code Section 207.6(c)(2).

POINTS:

2 ●●

Two points beyond those already stipulated in the individual measures, and only if the Development Project includes both of the measures, and all of the required options.

DEVELOPMENT REVIEW:	The property owner shall meet the requirements specified in CSHARE-1 and FAMILY-1.
PRE-OCCUPANCY MONITORING AND REPORTING:	The property owner shall meet the requirements specified in CSHARE-1 and FAMILY-1. Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.
ONGOING MONITORING AND REPORTING:	The property owner shall meet the requirements specified in CSHARE-1 and FAMILY-1.
RELEVANT MUNICIPAL CODE(S):	See the Planning Code Sections for each individual measure.

HIGH OCCUPANCY VEHICLES

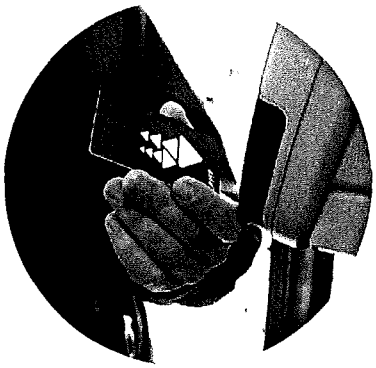
The premise of this category is to get multiple people heading in the same (or similar) general direction for a trip to make that trip in a high occupancy vehicle (HOV). HOV are commonly defined as vehicles that are occupied by more than one person, or more than two people (depending on the vehicle type) for the purposes of governing high occupancy vehicle travel lanes. For the purposes of the TDM Program, the vehicles involved in this category of measures are typically larger than private vehicles with multiple passengers. This category of measures is currently focused on vanpools, private shuttle services and public transportation vehicles, as detailed further within the relevant fact sheets.

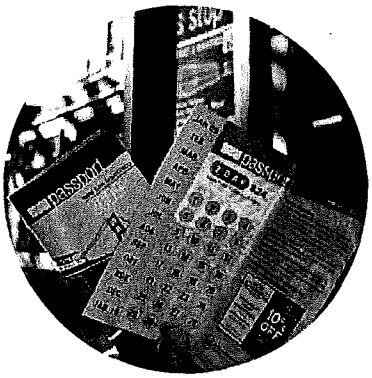
More specifically, the provision of complimentary vanpool or shuttle services, or contributions or incentives for publicly-provided sustainable transportation options encourage residents, visitors, tenants, and/or employees to use sustainable transportation options, and support ongoing use of such options through a direct financial incentive.

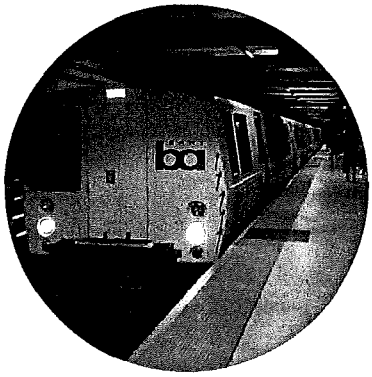
Any of these options may also indirectly encourage trips by public transportation by offering first and last-mile connections, which enable residents, visitors, tenants and/or employees to make longer transit-based trips.

MENU OF OPTIONS

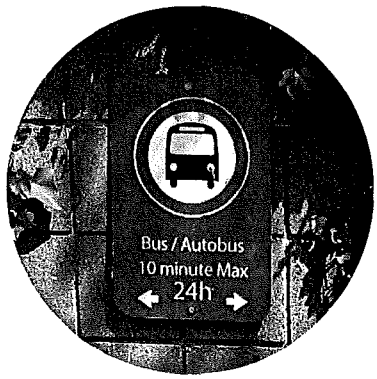
CATEGORY	MEASURE	POINTS
HOV-1	Contributions or Incentives for Sustainable Transportation: Option A; or	2
	Contributions or Incentives for Sustainable Transportation: Option B; or	4
	Contributions or Incentives for Sustainable Transportation: Option C; or	6
	Contributions or Incentives for Sustainable Transportation: Option D	8
HOV-2	Shuttle Bus Service: Option A; or	7
	Shuttle Bus Service: Option B	14
HOV-3	Vanpool Program: Option A	1
	Vanpool Program: Option B	2
	Vanpool Program: Option C	3
	Vanpool Program: Option D	4
	Vanpool Program: Option E	5
	Vanpool Program: Option F	6
	Vanpool Program: Option G	7

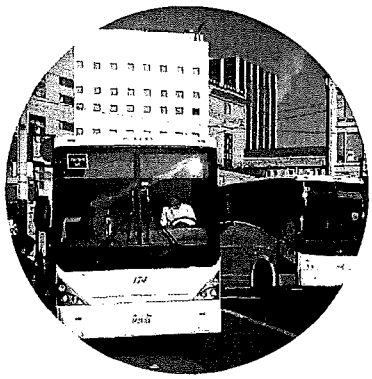


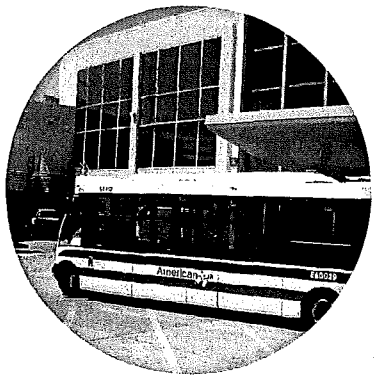





15 MINUTE
CHARTER
BUS
ONLY


Bus / Autobus
10 minute Max
24h





TRANSPORTATION DEMAND MANAGEMENT MEASURES:
HIGH OCCUPANCY VEHICLES

Contributions or Incentives for Sustainable Transportation

TDM MEASURE:

The Development Project shall offer contributions or incentives to each Dwelling Unit and/or employee[1], at least once annually, for the Life of the Project. If requested by a resident or employee, the property owner shall pay for contributions or incentives equivalent to the cost of a (25, 50, 75, or 100 percent) monthly Muni only "M" pass, or equivalent value in e-cash loaded onto Clipper Card, per Dwelling Unit, and/or employee. The percent contribution shall be determined at the time of project approval and increased annually to reflect the two-year average consumer price index change for the San Francisco/San Jose Primary Metropolitan Statistical Area or the change in the cost of a monthly Muni only "M" pass, whichever is less.

Examples of contributions or incentives include non-taxable monthly subsidy to support bicycle purchase and maintenance or transit fare subsidies. Contributions or incentives must be spent on eligible sustainable transportation purposes. Ineligible expenses include: vehicle parking, personal vehicle purchase/lease/maintenance, for-hire ride hail services, tolls, or fines/citations. HOV-1 fulfills the Employer Paid Benefit option for projects subject to Environment Code Section 427. Commuter Benefits Program if a 100 percent subsidized monthly Muni only "M" pass, or equivalent value in e-cash loaded onto Clipper Card is provided (Option D).

For guests at hotels and convention centers, the property owner shall pay for contributions equivalent to 25, 50, 75, or 100 percent of the cost of a public transit day pass for each registered guest. At a minimum, the public transit day pass shall be equivalent to the costs associated with a Muni Visitor Passport for the number of days the visitor has booked travel, not to exceed a 7-day Visitor Passport, and, if the visitor indicates they are flying into San Francisco International Airport, a Bay Area Rapid Transit(BART) SFO Ticket Voucher.

NOTES:
1 Although the property owner may opt to provide a subsidy to all employees, the requirement is one subsidy per full time employee.
2 Full compliance means that the property owner offers one subsidy per employee and/or Dwelling Unit regardless of whether or not the subsidies are accepted.

APPLICABILITY:

This measure is applicable to Development Projects in any land use category.

POINTS:

2-8 OOOOOOOO

Contributions or Incentives for Sustainable Transportation HOV-1

OPTION A POINTS:

Two points for providing at least 25 percent contribution or incentive; OR **2**

OPTION B POINTS:

Four points for providing at least 50 percent contribution or incentive; OR **4**

OPTION C POINTS:

Six points for providing at least 75 percent contribution or incentive; OR **6**

OPTION D POINTS:

Eight points for providing 100 percent contribution or incentive. **8**

DEVELOPMENT REVIEW:	The Development Project shall specify the level of subsidy and how it will be provided (e.g., one FastPass per unit, two per unit, etc.).
PRE-OCCUPANCY MONITORING AND REPORTING:	City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds. If available, the TDM coordinator shall also submit any additional information regarding this measure (e.g., online sign-up portals or additional marketing materials) that demonstrates how the property owner will offer contributions or incentives for sustainable transportation. City staff may contact the TDM coordinator for further information regarding this measure.
ONGOING MONITORING AND REPORTING:	The property owner shall document the total number of employees, occupied Dwelling Unit, and/or registered guests that requested and were provided with contributions or incentives for sustainable transportation within the last year. The property owner shall also submit invoices or receipts, with sensitive billing information redacted, to document the number and dollar amount of transit subsidies purchased within the last year. If no employees, tenants, or guests have opted to use the available transit subsidies, then the property owner shall submit documentation demonstrating that the transit contributions were offered and declined[2]. City staff shall verify that contributions are offered as specified in the project approvals.
RELEVANT MUNICIPAL CODE(S):	Environment Code Section 427; Bay Area Air Quality Management District Regulation 14, Rule 1.

Shuttle Bus Service

TDM MEASURE:

The Development Project shall provide local shuttle service. The local shuttles will primarily provide service between the project site and regional transit hubs, commercial centers, and/or residential areas. Local shuttle service shall be provided free of charge to residents, tenants (employees), and guests. Shuttle stop locations shall be posted with shuttle schedules (or frequency and hours).

Shuttle service lines may not replicate Muni transit service lines, unless approved by the SFMTA. Shuttles must stop at legal curb space and comply with parking and traffic regulations. Eligible shuttle service should typically run from 7 AM to 8 PM, continuously, and must offer headways of 15 minutes or better during peak hours (generally 7 AM to 9 AM and 4 PM to 6 PM on weekdays), and headways of 30 minutes or better during off-peak periods (which should generally run at least until 8 PM, unless unnecessary for the particular land use). Shuttle service should be provided in vehicles with engines that meet the most recent emissions standards adopted by the California Air Resources Board.

OPTION A

POINTS:

Seven points for providing 15 minute headways or less during peak hours and 30 minute headways or less during off-peak hours, as defined above. **7**

OPTION B

POINTS:

Fourteen points for providing 7.5 minute headways or less during peak hours and 30 minute headways or less during off-peak hours, as defined above. **14**

APPLICABILITY:

This measure is applicable to any Development Project in land use categories A, B, and C that does not have a Muni Rapid network connection within ¼ mile from the project site. No shuttle service lines shall replicate a Muni service line, except with approval by the SFMTA.

POINTS:

7 or 14 ○○○○○○○ ○○○○○○○

NOTE: A project sponsor can only receive up to 14 points between HOV-2 and HOV-3.

Shuttle Bus Service

HOV-2

DEVELOPMENT REVIEW:	The Development Project shall submit a conceptual service plan describing the hours of operation, stop location(s), routes, and headways for the shuttle service. The property owner shall also submit plans that identify the location and dimensions of potential shuttle stops at the project site and the proposed destination(s) stops. The plans should identify any other relevant information that may be helpful in understanding potential conflicts at the proposed shuttle stop locations (e.g., proximity to transit stops, crosswalks, etc.) If requesting loading zones from SFMTA, the property owner shall include documentation of these requests. City staff will review the feasibility and adequacy of the proposed service plan, including the shuttle stop locations, and provide a staff recommendation regarding the shuttle stop locations and service. If SFMTA and Planning Department staff recommend the shuttle stop locations and service should be approved, City staff will assign TDM points based on the level of implementation.
PRE-OCCUPANCY MONITORING AND REPORTING:	The property owner shall submit a detailed service plan to the City for review and approval. The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the shuttle stop locations were constructed according to the approved plan. Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds. If available, the TDM coordinator will also submit any additional information regarding this measure (e.g., online sign-up portals or additional marketing materials) that demonstrates how the property owner will offer shuttle services. City staff may contact the TDM coordinator for further information regarding this measure.
ONGOING MONITORING AND REPORTING:	The property owner shall submit the shuttle schedule, routes, and contact information for the shuttle operator. City staff shall verify that the provided services comply with the standards specified in the project approvals.
RELEVANT MUNICIPAL CODE(S):	Planning Code Section 151.1(i), Environment Code Section 427, Transportation Code Section 914, Bay Area Air Quality Management District Regulation 14, Rule 1.

Vanpool Program

TDM MEASURE:

For Development Projects with at least 25 employees, the property owner shall implement an employer or building manager-sponsored Vanpool, coordinated by the Development Project's TDM coordinator. The Vanpool will primarily provide service between the project site and locations where Vanpool users live. The property owner shall purchase or lease vans for employee use and pay for mileage and maintenance of the vehicles. Vanpool service shall not replicate Muni transit service. HOV-3 fulfills the Employer Provided Transit option for projects subject to Environment Code Section 427 (Commuter Benefits Program).

OPTION A

POINTS:

One point for non-residential Development Projects with less than 100,000 square feet of Occupied Floor Area. **1**

OPTION B

POINTS:

Two points for non-residential Development Projects with greater than or equal to 100,000 and less than 200,000 square feet of Occupied Floor Area. **2**

OPTION C

POINTS:

Three points for non-residential Development Projects with greater than or equal to 200,000 and less than 300,000 square feet of Occupied Floor Area. **3**

APPLICABILITY:

This measure is applicable to any type of non-residential Development Project in land use category A or B that employs at least 25 people and is located in an area that is either (1) not well served by public transit or (2) is located in an area that does not have regular public transit service between the project site and the origins or destinations of the project site's employees.

POINTS:

1-7 OOOOOOO

NOTE: A project sponsor can only receive up to 14 points between HOV-2 and HOV-3.

Vanpool Program

HOV-3

OPTION D

POINTS:

Four points for Development Projects with greater than or equal to 300,000 and less than 400,000 square feet of Occupied Floor Area. **4**

OPTION E

POINTS:

Five points for Development Projects with greater than or equal to 400,000 and less than 500,000 square feet of Occupied Floor Area. **5**

OPTION F

POINTS:

Six points for Development Projects with greater than or equal to 500,000 and less than 600,000 square feet Occupied Floor Area. **6**

OPTION G

POINTS:

Seven points for Development Projects with greater than or equal to 600,000 square feet of Occupied Floor Area. **7**

DEVELOPMENT REVIEW:

The property owner shall submit plans that identify the location and dimensions of the Vanpool parking spaces on the project site. SFMTA and Planning Department staff shall review the plans to provide a staff recommendation regarding the service. If SFMTA and Planning Department staff recommend that the service should be approved, City staff shall allocate points based on the description below.

PRE-OCCUPANCY MONITORING AND REPORTING:

The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the Vanpool parking spaces were constructed as specified in the project approvals.

Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds. City staff may contact the TDM coordinator for further information regarding this measure.

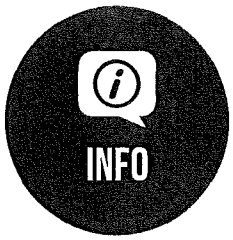
ONGOING MONITORING AND REPORTING:

The property owner shall submit invoices for Vanpool services provided during the last year with any sensitive billing information redacted, and documentation of marketing materials provided for the service. City staff will perform one site visit every three years to verify that the project continues to meet the standards specified in the project approvals.

RELEVANT MUNICIPAL CODE(S):

Planning Code Sections 151.1(g)(1)(C)(i), 163, and 962 and Environment Code Section 427.

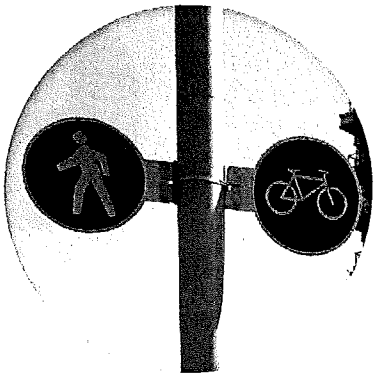
COMMUNICATIONS & INFORMATION



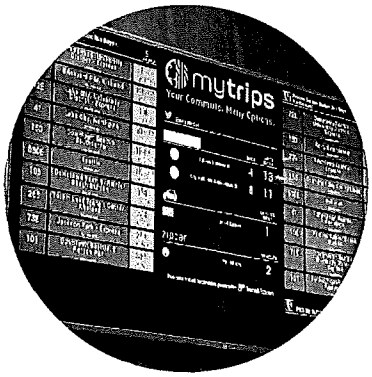
This category of measures is focused on making sure that residents, tenants, visitors, and employees are well-informed about the transportation options open to them, in general. Also, when opting to exercise sustainable transportation choices, a person feels like there is a fair degree of predictability/reliability which is largely born out of the provision of real time information on a continual basis. Examples of this would be transit arrival times, availability of bike share bicycles at particular docking stations, etc.

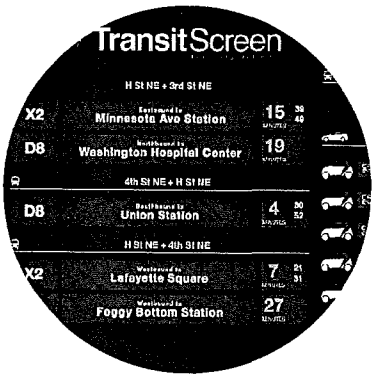
MENU OF OPTIONS

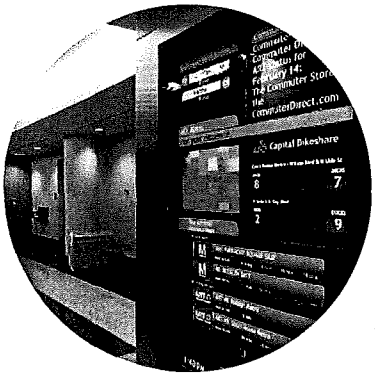
CATEGORY	MEASURE	POINTS
INFO-1	Multimodal Wayfinding Signage	● 1
INFO-2	Real Time Transportation Information Displays	● 1
INFO-3	Tailored Transportation Marketing Services: Option A; or	● 1
	Tailored Transportation Marketing Services: Option B; or	●● 2
	Tailored Transportation Marketing Services: Option C; or	●●● 3
	Tailored Transportation Marketing Services: Option D	●●●● 4




Bicycle
Parkir
Area


mytrips
Your Commute, Many Options.

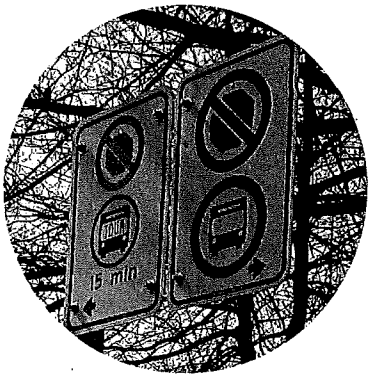

TransitScreen
H St NE + 3rd St NE
X2
Eastbound to
Minnesota Ave Station
15
D8
Westbound to
Washington Hospital Center
19
4th St NE + H St NE
D8
Westbound to
Union Station
4
H St NE + 4th St NE
X2
Lafayette Square
7
Foggy Bottom Station
27


Capital Bikeshare


RIGHT
LANE
BUSES
ONLY
AHEAD
ONE
WAY


GREEN VEHICLE
SHOWCASE


cta
Blue Line
Shuttle to
California
and Western
connects at Western
to trains to Downtown
and Forest Park
Board Here


15 min


www.WalkMe.com
walkme
Instantly Simple.

Multimodal Wayfinding Signage

TDM MEASURE:

The Development Project shall provide multimodal wayfinding signage in key locations to support access to transportation services and infrastructure, including:

- » transit
- » bike share
- » car-share parking
- » bicycle parking and amenities (including repair stations and fleets)
- » showers and lockers
- » taxi stands
- » shuttle/carpool/Vanpool pick-up/drop-off locations

Wayfinding signage shall meet City standards for any on-street wayfinding signage, in particular for bicycle and car-share parking, and shall meet best practices for any interior wayfinding.

DEVELOPMENT REVIEW:	The property owner shall submit plans that identify general locations for the proposed signage. City staff shall review the proposed plans to ensure that sign placement meets the intent of this measure.
PRE-OCCUPANCY MONITORING AND REPORTING:	The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the installed signage meets the standards specified in the Planning Code and the project approvals.
ONGOING MONITORING AND REPORTING:	City staff will perform one site visit every three years to verify that the project continues to meet the standards specified in the project approvals.
RELEVANT MUNICIPAL CODE(S):	San Francisco Planning Code Sections 155.1(c)(4), 166 (g)(2)(F), 603(k), and 803.5(b)(6), and Zoning Administrator Bulletin No. 9.

APPLICABILITY:

This measure is applicable to Development Projects in any land use category.

POINTS:

1 •

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Real Time Transportation Information Displays

TDM MEASURE:

The Development Project shall provide real time transportation information on displays (e.g., large television screens or computer monitors) in prominent locations (e.g., entry/ exit areas, lobbies, elevator bays) on the project site to highlight sustainable transportation options and support informed trip-making. At minimum, a Development Project should include such screens at each major entry/exit.

The displays shall include real time information on sustainable transportation options in the vicinity of the project site, which may include, but are not limited to, transit arrivals and departures for nearby transit routes, walking times to these locations, and the availability of car-share vehicles (within or adjacent to the building), shared bicycles, and shared scooters.

APPLICABILITY:

This measure is applicable to Development Projects in any land use category, particularly if the project site is within ¼ mile of the Muni Rapid Transit Network and/or a regional transit hub (such as a Caltrain or BART station).

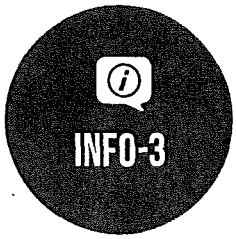
POINTS:

1 ●

Real Time Transportation Information Displays

INFO-2

DEVELOPMENT REVIEW:	The property owner shall submit plans that identify the general locations for proposed displays and a description of the content (e.g., transit lines, walk time to transit locations, availability of on-site car-share vehicles, availability of nearby bike share bikes, etc.) to be displayed. City staff shall review the proposed plan to ensure that the display placement and content meets the intent of this measure.
PRE-OCCUPANCY MONITORING AND REPORTING:	The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that real time transportation information display(s) have been installed and are functioning as specified in the project approvals. Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City Staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.
ONGOING MONITORING AND REPORTING:	The property owner shall submit photographs of the displays. City staff shall verify the ongoing maintenance and operation of the displays. City staff will perform one site visit every three years to verify that the project continues to meet the standards specified in the project approvals.
RELEVANT MUNICIPAL CODE(S):	N/A.



Tailored Transportation Marketing Services

TDM MEASURE:

The Development Project shall provide individualized, tailored marketing and communication campaigns, including incentives to encourage the use of sustainable transportation modes. Marketing services shall either be provided by the TDM coordinator or a communications professional.
Marketing services shall include, at a minimum, the following activities:

(1) Promotions. The TDM coordinator shall develop and deploy promotions to encourage use of sustainable transportation modes. This includes targeted messaging and communications campaigns, incentives and contests, and other creative strategies. These campaigns may target existing and/or new residents/employees/ tenants.

(2) Welcome Packets. New residents and employees shall be provided with tailored marketing information about sustainable transportation options associated with accessing the project site (e.g., specific transit routes and schedules; bicycle routes; carpooling programs, etc.) as part of a welcome packet. For employees, the packet should reflect options for major commute origins. New residents and employees shall also be offered the opportunity for a one-on-one consultation about their transportation options.

APPLICABILITY:

Options A and B are applicable to Development Projects in any land use category. Options C and D are applicable to Development Projects subject to Planning Code Section 163 in any land use category.

POINTS:

1-4

○○○○

One to four points, depending on degree of implementation. Please note, the descriptions for the following options are meant to be illustrative, not exhaustive. Upon submittal of the marketing plan, City staff may approve a different set of marketing activities as long as they can be reasonably demonstrated to result in a comparable reduction in vehicle miles traveled.

Tailored Transportation Marketing Services

INFO-3

OPTION A

POINTS:

One point for providing promotions and welcome packets as described above. **1**

OPTION B

POINTS:

Two points for providing promotions and welcome packets (per Option A), AND personal consultation for each new resident/employee AND a request for a commitment to try new transportation options. A commitment could include a pledge, for example, to try transit, carpooling, bicycling, walking, etc. within the first month of moving to or beginning employment at the project site. **2**

OPTION C

POINTS:

Three points for providing all of Option B, AND a one-time financial incentive to try new options, AND conduct outreach to tenant employers on an annual basis to encourage adoption of sustainable commute policies. **3**

Financial incentives for Option C and Option D shall be at least equivalent to the 25 percent of the cost of a monthly Muni only "M" pass per participating resident/employee per year. The cost of the financial incentive shall be determined at the time of project approval and increased annually to reflect the two-year average consumer price index change for the San Francisco/San Jose Primary Metropolitan Statistical Area or the change in the cost of the membership, whichever is less. Financial incentives must be spent on eligible transportation purposes as documented in HOV-1 Contributions or Incentives for Sustainable Transportation, which this or other measures could fulfill the requirements of this financial incentive. Sustainable commute policies could include enrolling employees in pre-tax commuter benefits, providing employees with the opportunity to telework or work flexible schedules, providing priority parking for carpoolers, providing direct transit subsidies, etc.

OPTION D

POINTS:

Four points for providing all of Option C, AND enroll tenants in trip tracking application, and provide ongoing financial incentives to support shift to sustainable modes, AND provide employers with access to an expert consultant for help in developing new policies. **4**

Tailored Transportation Marketing Services

INFO-3

DEVELOPMENT REVIEW:	The property owner shall provide a description of the services to be provided. City staff will assign points based on the level of implementation.
PRE-OCCUPANCY MONITORING AND REPORTING:	The property owner shall provide the contracted provider's contact information, a description of his or her qualifications, and a sample individualized transportation plan. City staff shall contact the designated provider and/or review the plan to verify that the property owner is prepared to offer tailored travel marketing services in the time frame specified in the project approvals. Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City Staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.
ONGOING MONITORING AND REPORTING:	The property owner shall maintain updated contact information for the contracted TDM coordinator with City staff. The property owner shall submit a marketing plan and documentation of marketing activities—for example, promotions and outreach activities—for the prior year.
RELEVANT MUNICIPAL CODE(S):	San Francisco Planning Code §151.1(i), 163.

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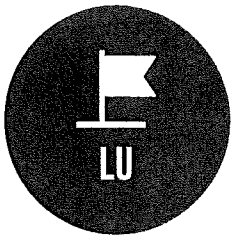
LAND USE



The measures in this category are focused on particular land use choices that reduce overall Vehicle Miles Traveled because they either (1) include land uses that generate less Vehicle Miles Traveled than similar land use choices, or (2) add to the land use diversity in a particular location in such a way that the overall Vehicle Miles Traveled associated with the land use or location is reduced.

For example, affordable housing units are known to result in fewer Vehicle Miles Traveled than market rate units. This typically occurs because there is a lower auto ownership rate among individuals in affordable units, and, thus, fewer trips are made by a private vehicle.

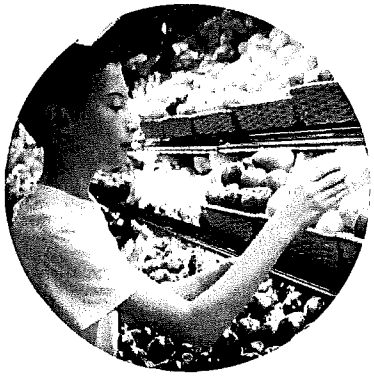
Also, increasing the land use diversity in an area (typically within ½ mile of a particular project site) in a way that is significant, by providing a retail use or service commonly accessed daily or weekly such as a grocery store, may also reduce Vehicle Miles Traveled. For example, placing a grocer in an area that is underserved by grocery stores would have two effects. First, the number of trips made by private vehicle would be reduced, due to the convenience of the closer location to a previously underserved area (e.g., people that previously drove to a grocer may now be able to walk to the new grocer). Second, for trips that continue to be made by private vehicle, these trips would be reduced in distance. Both contribute to an overall reduction in Vehicle Miles Traveled.

MENU OF OPTIONS

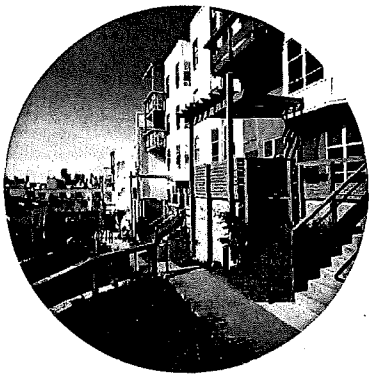
CATEGORY	MEASURE	POINTS
LU-1	Grocery Store in Food Desert	●● 2
LU-2	On-site Affordable Housing: Option A; or	● 1
	On-site Affordable Housing: Option B; or	●● 2
	On-site Affordable Housing: Option C; or	●●● 3
	On-site Affordable Housing: Option D	●●●● 4

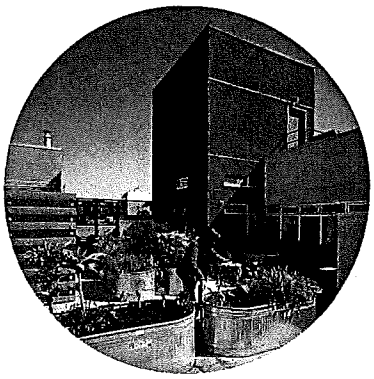


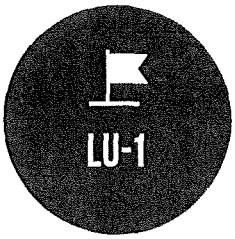










Healthy Food Retail in Underserved Area

TDM MEASURE:

For Development Projects located in an underserved neighborhood, as determined by Healthy Retail SF, the property owner shall demonstrate the availability of healthy food, as determined by the Healthy Retail SF program.

DEVELOPMENT REVIEW:	The property owner shall submit a plan showing a design compatible with a food retail store and commit to providing healthy food options. Healthy Retail SF will confirm that the Development Project is in an underserved area and meets the requirements of a Healthy Food Retailer as defined by Administrative Code Chapter 59. Staff of Healthy Retail SF will provide a letter to Planning Department staff with a compliance determination.
PRE-OCCUPANCY MONITORING AND REPORTING:	The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the grocery store meets the standards agreed to in the TDM Plan and conditions of approval. Healthy Retail SF shall provide a letter to Planning Department staff with a compliance determination.
ONGOING MONITORING AND REPORTING:	As determined by Healthy Retail SF, the property owner shall submit evidence of compliance. Healthy Retail SF shall provide a letter to Planning Department staff with a compliance determination.
RELEVANT MUNICIPAL CODE(S):	Administrative Code Chapter 59.

APPLICABILITY:

This measure is applicable to any Development Project that includes qualifying retail (land use category A) in a location determined to be underserved by Healthy Retail SF.

POINTS:

2 ●●

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On-site Affordable Housing

LU-2

TDM MEASURE:

The Development Project shall include on-site Affordable Housing, as defined in Planning Code Section 415[1], as research indicates that Affordable Housing units generate fewer vehicle trips than market-rate housing units.

OPTION A

POINTS: **1**

One point if providing greater than or equal to 12 percent and less than or equal to 25 percent on-site Affordable Housing; OR

OPTION B

POINTS: **2**

Two points if providing greater than or equal to 26 percent and less than or equal to 50 percent on-site Affordable Housing; OR

OPTION C

POINTS: **3**

Three points if providing greater than or equal to 51 percent and less than or equal to 75 percent on-site Affordable Housing; OR

OPTION D

POINTS: **4**

Four points if providing equal to or greater than 76 percent on-site Affordable Housing

APPLICABILITY:

This measure is applicable to residential Development Projects (land use category C).

POINTS:

1-4 OOOO

On-site Affordable Housing

LU-2

DEVELOPMENT REVIEW:	The property owner shall submit a project description that specifies the number of affordable units and income levels to which they are affordable. City staff will assign points based on the level of implementation.
PRE-OCCUPANCY MONITORING AND REPORTING:	The property owner shall submit a copy of the Notice of Special Restrictions specifying the affordability restrictions for the project, including the number, location, and sizes for all affordable units. City staff shall confirm that affordable units are offered as described in the project approvals. Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.
ONGOING MONITORING AND REPORTING:	The Mayor's Office of Housing and Community Development (MOHCD) shall monitor and require occupancy certification for affordable ownership and rental units on an annual or bi-annual basis, as outlined in the Procedures Manual[2]. The MOHCD may also require the owner of an affordable rental unit, the owner's designated representative, or the tenant in an affordable unit to verify the income levels of the tenant on an annual or bi-annual basis, as outlined in the Procedures Manual.
RELEVANT MUNICIPAL CODE(S):	San Francisco Planning Code Section 415.

NOTES:

1 In order to select this measure, the on-site affordable Dwelling Units must average 25 percent below Area Median Income as defined in Planning Code Section 401.

2 City and County of San Francisco Inclusionary Affordable Housing Program Monitoring and Procedures manual, effective May, 2013.

PARKING MANAGEMENT

PKG

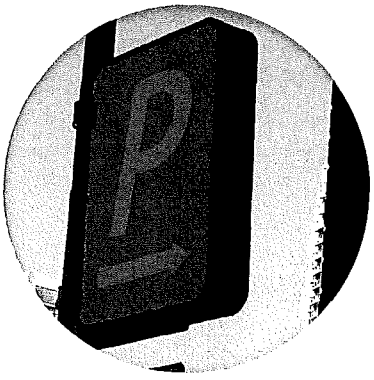
This category of measures is focused on discouraging trips made by private vehicles (particularly single occupancy vehicles) by controlling the supply of Accessory Parking spaces. This may be accomplished in one of two ways. First, the parking supply may be controlled by reducing the total number of Accessory Parking associated with a Development Project. Second, the terms of the availability of these Accessory Parking spaces may further control the supply of parking by: unbundling the cost of a parking space from the cost of housing and/or not providing free parking as a benefit of employment without offering the opportunity to accept a financial incentive rather than a parking space. Further, the limitation on the "parking package" offered (i.e. no parking rates offered past one day maximums) creates a setting where parking is not a "sunk cost" on a weekly or monthly basis. Functionally, this creates the opportunity for an individual to weigh the cost of parking against the cost of taking a sustainable transportation mode on a daily basis.

MENU OF OPTIONS

CATEGORY	MEASURE	POINTS
PKG-1	Unbundle Parking: Location A; or	● 1
	Unbundle Parking: Location B; or	●● 2
	Unbundle Parking: Location C; or	●●● 3
	Unbundle Parking: Location D; or	●●●● 4
	Unbundle Parking: Location E	●●●●● 5
PKG-2	Short Term Daily Parking Provision	●● 2
PKG-3	Parking Cash Out: Non-residential Tenants	●● 2
PKG-4	Parking Supply: Option A; or	● 1
	Parking Supply: Option B; or	●● 2
	Parking Supply: Option C; or	●●● 3
	Parking Supply: Option D; or	●●●● 4
	Parking Supply: Option E; or	●●●●● 5
	Parking Supply: Option F; or	●●●●●● 6
	Parking Supply: Option G; or	●●●●●●● 7
	Parking Supply: Option H; or	●●●●●●●● 8
	Parking Supply: Option I; or	●●●●●●●●● 9
	Parking Supply: Option J; or	●●●●●●●●●● 10
	Parking Supply: Option K	●●●●●●●●●●● 11


PERFORM


VILLAGE
impark
ELEVATOR LOBBY
OPEN from
8:00am - 11:00pm
For After Hours Access Call
604-630-3642
Need Help?
604-630-3642
Parcel 6
Lot 2200




NO
PARKING
ANY
TIME


15 MINUTE
PARKING
ONLY


SFpark

PKG-1

Unbundled Parking

TDM MEASURE:

All Accessory Parking spaces shall be leased or sold separately from the rental or purchase fees for use for the Life of the Development Project, so that residents or tenants have the option of renting or buying a parking space at an additional cost, and would, thus, experience a cost savings if they opt not to rent or purchase parking.

LOCATION A

POINTS: **1**

One point if the residential neighborhood parking rate is greater than 0.8 or non-residential neighborhood parking rate is greater than 1.4 OR;

LOCATION B

POINTS: **2**

Two points if the residential neighborhood parking rate is greater than 0.6 and less than or equal to 0.8 or non-residential neighborhood parking rate greater than 1.0 and less than or equal to 1.4 OR;

LOCATION C

POINTS: **3**

Three points if the residential neighborhood parking rate is greater than 0.4 and less than or equal to 0.6 or non-residential neighborhood parking rate is greater than 0.6 and less than or equal to 1.0 OR;

APPLICABILITY:

This measure is applicable to Development Projects in any land use category but only if the Development Project includes Accessory Parking

POINTS:

1-5 OOOOO

Unbundled Parking

PKG-1

LOCATION D

POINTS:

4

Four points if residential neighborhood parking rate is greater than 0.2 and less than or equal to 0.4 or non-residential neighborhood parking rate is greater than 0.2 and less than or equal to 0.6 OR;

LOCATION E

POINTS:

5

Five points if the residential neighborhood parking rate is less than or equal to 0.2 or non-residential neighborhood parking rate is less than or equal to 0.2.

DEVELOPMENT REVIEW:

The measure must be included in the Development Project's TDM Plan. City staff will review the Development Project proposal and assign points based on the project site location.

PRE-OCCUPANCY MONITORING AND REPORTING:

N/A.

ONGOING MONITORING AND REPORTING:

The property owner shall provide documentation demonstrating separate payment (or commercial availability) for each parking space. City staff shall verify that the cost of parking is not included in property rents or sale prices.

Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.

RELEVANT MUNICIPAL CODE(S):

San Francisco Planning Code Section 167.

PKG-2

Short Term Daily Parking Provision

TDM MEASURE:

The Development Project shall not include a parking rate or pass beyond one day; in other words, no weekly, monthly, or annual parking passes would be provided.

DEVELOPMENT REVIEW:	The measure must be included in the Development Project's TDM Plan.
PRE-OCCUPANCY MONITORING AND REPORTING:	N/A
ONGOING MONITORING AND REPORTING:	The property owner shall submit copies of parking rate sheets from its submittal to the San Francisco Tax Collector's office and photos of signs documenting the parking rates for the facility. The property owner must also send evidence of parking revenues that reflect daily or shorter (i.e., hourly) payments for parking. If parking is sold to the building tenant (i.e., employer/store) rather than directly to the consumers of parking, the property owner must send evidence that the lease (or deed) of parking includes a provision that the tenant cannot offer parking passes of a duration greater than one day and must be either sold each day to the employee or have a structure where employees only pay for parking when they use the spaces. The property owner must provide evidence of compliance with the requirements of parking provision as stated in the lease or deed. Revenues must reflect daily payments from users of garage.
RELEVANT MUNICIPAL CODE(S):	San Francisco Planning Code 155(g)

APPLICABILITY:

This measure is applicable to any non-residential Development Project (land use categories A, B, and D) that charges a price greater than $0 for Accessory Parking. Only Development Projects that have received points for unbundled parking (PKG-1) qualify for this measure.

POINTS:

2 ●●

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PKG-3

Parking Cash Out: Non-residential Tenants

TDM MEASURE:

Any tenant employer that subsidizes parking for its employees shall provide all employees with a choice of forgoing any subsidized/free parking for a cash payment equivalent to the cost of the parking space to the employer. Employers shall promote the program to all employees eligible to receive parking at a subsidized level.

DEVELOPMENT REVIEW COMPLIANCE:	The measure must be included in the Development Project's TDM Plan.
PRE-OCCUPANCY MONITORING AND REPORTING:	City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.
ONGOING MONITORING AND REPORTING:	This measure will be passed on to tenants that have employees and the responsibility shall be transferred in any lease or sale of commercial space. The property owner shall provide contact information for lessees and shall provide copies of active lease documents. City staff shall verify that any commercial tenant that leases or owns on-site parking offers a parking Cash-Out to employees.
RELEVANT MUNICIPAL CODE(S):	California Health and Safety Code Section 43845.

APPLICABILITY:

This measure is applicable to any non-residential Development Project (land use categories A, B, and D) that has employees, and provides Accessory Parking.

POINTS:

2 ●●

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PKG-4

Parking Supply

TDM MEASURE:

The Development Project shall provide off-street private vehicular parking (Accessory Parking) in an amount no greater than the off-street parking rate for the neighborhood (neighborhood parking rate), based on the transportation analysis zone for the project site. For non-residential uses (land use categories A, B, and D), the neighborhood parking rate is shown in the non-residential neighborhood parking rate map and spreadsheet. For residential uses (land use category C), the neighborhood parking rate is shown in the residential neighborhood parking rate map and spreadsheet. The neighborhood parking rates may be updated over time to reflect refined estimates, but shall not be higher than the rates established at the time of TDM Ordinance adoption. The property owner shall be subject to the neighborhood parking rates established at the time of project approval.

OPTION A

POINTS:

One point for providing less than or equal to 100 percent and greater than 90 percent of the neighborhood parking rate; OR **1**

OPTION B

POINTS:

Two points for providing less than or equal to 90 percent and greater than 80 percent of the neighborhood parking rate; OR **2**

OPTION C

POINTS:

Three points for providing less than or equal to 80 percent and greater than 70 percent of the neighborhood parking rate; OR **3**

APPLICABILITY:

This measure is applicable to Development Projects in any land use category.

POINTS:

1-11 OOOOOOOOOOO

Parking Supply Management

PKG-4

OPTION D

POINTS:

Four points for providing less than or equal to 70 percent and greater than 60 percent of the neighborhood parking rate; OR

4

OPTION E

POINTS:

Five point for providing less than or equal to 60 percent and greater than 50 percent of the neighborhood parking rate; OR

5

OPTION F

POINTS:

Six points for providing less than or equal to 50 percent and greater than 40 percent of the neighborhood parking rate; OR

6

OPTION G

POINTS:

Seven points for providing less than or equal to 40 percent and greater than 30 percent of the neighborhood parking rate; OR

7

OPTION H

POINTS:

Eight points for providing less than or equal to 30 percent and greater than 20 percent of the neighborhood parking rate; OR

8

OPTION I

POINTS:

Nine points for providing less than or equal to 20 percent and greater than 10 percent of the neighborhood parking rate; OR

9

OPTION J

POINTS:

Ten points for providing less than or equal to 10 percent of the neighborhood parking rate but at least one parking space; OR

10

OPTION K

POINTS:

Eleven points for providing no parking.

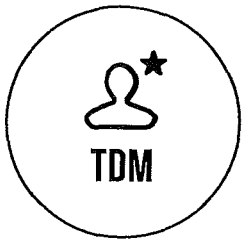
11

Parking Supply Management

PKG-4

DEVELOPMENT REVIEW:	The property owner shall submit plans showing the proposed number of parking spaces and the spatial layout of the parking, including means of ingress/egress. In the project description, the property owner shall describe any planned components that may increase the capacity of the parking facility (e.g., by providing valet parking or installing mechanical parking systems). City staff will compare the amount of proposed parking to the parking rate in that neighborhood to confirm the Development Project's point allocation under this measure. City staff will also review the parking facilities to confirm that use of the facility would not create hazards for persons using other modes of transportation.
PRE-OCCUPANCY MONITORING AND REPORTING:	The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the project meets the standards specified in the project approvals, and that the configuration of the vehicular parking (including ingress/egress) does not create hazards. Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.
ONGOING MONITORING AND REPORTING:	The property owner shall submit photographs of the parking facilities. City Staff shall verify that the project continues to meet the standards specified in the Development Project's approvals, and that the configuration of the vehicular parking (including ingress/egress) does not create hazards.. City staff will perform one site visit every three years to verify that the project continues to meet the standards specified in the project approvals.
RELEVANT MUNICIPAL CODE(S):	San Francisco Planning Code Sections 150, 151, 151.1, and 161.

TDM Coordinator



Description: The project sponsor of each building(s) subject to the requirements of Planning Code Section 169 must designate a Transportation Demand Management (TDM) coordinator. This TDM coordinator may be an employee for the building(s) (e.g., property manager) or the project sponsor may contract with a third-party provider(s) of TDM (e.g., transportation brokerage services as required for certain projects pursuant to Planning Code Section 163). The TDM coordinator shall be delegated authority to coordinate and implement all aspects of the TDM Plan.

The purpose of the TDM coordinator is to provide oversight and management of the project's TDM Plan implementation. In this way, it can be assured that a single representative of the project sponsor is aware of and responsible for the orderly and timely implementation of all aspects of the TDM Plan, and can adequately manage the components of the TDM Plan. This is especially important when implementation of individual measures is undertaken by different individuals or entities. The TDM coordinator may also implement certain elements of the TDM Plan, thereby also acting as a provider of certain programmatic measures (see detail below).

The primary responsibilities of the TDM coordinator are:

» To serve as a liaison to the San Francisco Planning Department regarding all aspects of the TDM Plan for the building(s), including notifying the San Francisco Planning Department of new contract information if TDM coordinator changes;

» To facilitate City staff access to relevant portions of the property to conduct site visits, surveys, inspection of physical measures, and/or other empirical data collection, and facilitate in-person, phone, and/or e-mail or web-based interviews with residents, tenants, employees, and/or visitors;

» To ensure that all TDM measures required for the building(s) are implemented. This will include certifying that all physical (e.g., requisite bicycle parking supply and quality; bicycle repair station; car-share parking, etc.) and programmatic (e.g., tailored transportation marketing services, contributions or incentives for sustainable transportation, etc.) measures for the building are in place for the time period agreed to in the conditions of approval and that they are provided at the standard of quality described in the TDM Plan Standards;

» To prepare and submit ongoing compliance forms and supporting documentation to the Planning Department;

» To request a TDM Plan review by City staff if changes to the plan are desired; and

» To work with City staff to correct any violations through enforcement proceedings, if necessary.

The TDM coordinator should participate in any trainings/workshops offered by the City, on a regular basis, as they become available (e.g., on an annual basis).

SAN FRANCISCO
PLANNING DEPARTMENT

Certificate of Determination
Exemption from Environmental Review

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Case No.:	2012.0726E
Project Title:	Transportation Demand Management (TDM) Ordinance
Project Sponsor:	San Francisco Planning Commission
Staff Contact:	Rachel A. Schuett – (415) 575-9030 Rachel.Schuett@sfgov.org

PROJECT DESCRIPTION:

The proposed project is the Transportation Demand Management (TDM) Ordinance (herein after referred to as the "TDM Ordinance"), which is sponsored by the San Francisco Planning Commission. The TDM Ordinance would amend the Planning Code to establish a citywide TDM Program for new Development Projects in San Francisco. This TDM Program seeks to promote the use of sustainable travel modes by requiring new Development Projects to incorporate design features, incentives, and other tools that support transit, ride-sharing, walking, and bicycle riding, and use of other sustainable modes of travel by the residents, tenants, employees, and visitors of their projects. In support of the TDM Ordinance, the Planning Commission would also adopt the Planning Commission's Standards for the TDM Program ("TDM Program Standards")[1] a document that contains detailed information on how to comply with the TDM Ordinance.

EXEMPT STATUS:

Categorical Exemption, Class 8 (California Environmental Quality Act [CEQA] Guidelines Section 15308).
See page 3.

DETERMINATION:

I do hereby certify that the above determination has been made pursuant to State and local requirements.

Sarah B. Jones
Environmental Review Officer

July 20, 2016
Date

Board of Supervisors, All Districts, (via Clerk of the Board)
Virna Byrd, M.D.F.

[1] San Francisco Planning Department, *draft Planning Commission Standards for the Transportation Demand Management (TDM) Program*, July 2016. This document, and other documents cited in this Certificate unless otherwise noted, are available for review at the San Francisco Planning Department, 1650 Mission Street, Suite 400, as part of Case File No.2012.0726.

PROJECT DESCRIPTION (continued):

Background: Transportation Demand Management (TDM)

The Planning Code currently includes a number of development-focused TDM measures, although the requirements are not specifically identified as TDM measures in the Planning Code. These measures include, but are not limited to, requirements for bicycle parking, car-share parking, and the unbundling of parking costs from the sale or rental of a dwelling unit.

Currently, TDM for a Development Project also may be required or included during the development review process. This generally occurs in one of four ways: voluntarily, through an improvement measure(s); through required mitigation measure(s) via CEQA; through a negotiated Development Agreement; or through Institutional Master Plan requirements.

Proposed Transportation Demand Management (TDM) Program Planning Code Amendments

The TDM Ordinance would apply to Development Projects that include: ten or more dwelling units, or ten or more group housing beds, or new construction resulting in 10,000 occupied square feet or more of any use other than Residential, and/or any Change of Use resulting in 25,000 occupied square feet or more of any non-residential use.[2] For these Development Projects, a property owner would be required to submit a TDM Plan with the Development Project's first Development Application. A TDM Plan is required to document the Development Project's compliance with the TDM Program Standards.

The TDM Program Standards require a Development Project to achieve a target. The target is based on the land use(s) associated with the Development Project and the number of Accessory Parking spaces proposed for each land use. The Planning Code defines myriad land uses. The TDM Program Standards classify these land use definitions into four land use categories, based upon reducing Vehicle Miles Traveled from the primary trip generator associated with that land use. The TDM Program Standards rank the four land use categories, from highest (A) to lowest (D), according to the estimated number of vehicle trips per parking space provided for that primary user: visitors and customers, employees, or residents as shown in Table 1.

Table 1: Land Use Categories and Targets

Land Use Category	Typical Land Use Type	# of Parking Spaces proposed by Land Use	Target
A	Retail	Base number: 0 ≤ 4	Base Target: 13 points
		Each additional 2[1]	1 additional point
B	Office	Base number: 0 ≤ 20	Base Target: 13 points
		Each additional 10[1]	1 additional point
C	Residential	Base number: 0 ≤20	Base Target: 13 points
		Each additional 10[1]	1 additional point
D	Other	Any # of parking spaces	3 points

[1] For each additional parking space proposed above the base target, the number of parking spaces will be rounded up to the next highest target. For example, a project within Land Use Category C that proposes 21 parking spaces is subject to a 15 point target.

[2] As drafted, the TDM Ordinance includes exemptions for Parking Garages and Parking Lots and 100 percent Affordable Housing Projects. The inclusion of additional exemptions (e.g., health and human services) would not change the conclusions of the Certificate of Determination.

To achieve the target, a property owner can select measures from the TDM menu of options ("TDM menu"). Each TDM measure on the TDM menu has been demonstrated to reduce Vehicle Miles Traveled by residents, tenants, employees, and visitors and must be under the control of the property owner. Each TDM measure on the TDM menu has been assigned a number of points, reflecting its relative effectiveness in reducing Vehicle Miles Traveled.[3]

TDM measures on the menu include physical measures and programmatic measures. Physical measures may include, but are not limited to, pedestrian amenities, bicycle amenities, car-share parking spaces, and affordable housing units. Programmatic measures may include, but are not limited to, transit subsidies, car-share memberships, and bicycle repair services.[4]

Project Approvals

The proposed project is subject to review by the Planning Commission and the Board of Supervisors. The Planning Commission would review the TDM Ordinance and the TDM Program Standards. The Board of Supervisors would review the TDM Ordinance. The Approval Action for the proposed project would be the approval of the TDM Ordinance by the Board of Supervisors followed by a 10 day period or signature by the Mayor. The Approval Action date establishes the start of the 30-day appeal period for this CEQA exemption determination pursuant to Section 31.04(h) of the San Francisco Administrative Code.

EXEMPT STATUS (CONTINUED):

CEQA Guidelines Section 15308, or Class 8, provides for an exemption for "actions taken by regulatory agencies, as authorized by state or local ordinance, to assure the maintenance, restoration, enhancement, or protection of the environment where the regulatory process involves procedures for protection of the environment." The proposed project would establish a citywide TDM Program, with the goals of helping keep San Francisco moving as it grows, and to promote better environmental, and public health and safety outcomes, consistent with state, regional, and local policies.

The proposed project would result in an overall reduction in the Vehicle Miles Traveled associated with new development compared to the Vehicle Miles Traveled that would occur without the implementation of the TDM Program. As a result, the proposed project would result in a reduction in air pollutants, including greenhouse gas emissions. As such, the adoption of the TDM Ordinance and associated TDM Program Standards would constitute actions by the Planning Department meant to maintain and protect the environment through procedures that guide Development Projects. Therefore, the proposed project would be exempt from CEQA under Class 8.

DISCUSSION OF ENVIRONMENTAL ISSUES:

CEQA Guidelines Section 15300.2 establishes exceptions to the application of a categorical exemption for a proposed project. None of the established exceptions apply to the proposed project. CEQA Guidelines Section 15300.2, subdivision (c), provides that a categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment

[3] Detailed information on how point assignments were made is included in the San Francisco Planning Department, *Transportation Demand Management Technical Justification*, June 2016.

[4] San Francisco Planning Department, *draft Planning Commission Standards for the Transportation Demand Management (TDM) Program*, July 2016.

due to unusual circumstances. As discussed below, there is no possibility of a significant effect on the environment due to unusual circumstances.

Approach to Analysis

The TDM Program was developed by a technical working group comprised of staff from the Planning Department, the San Francisco County Transportation Authority, and the San Francisco Metropolitan Transportation Agency, in consultation with the Planning Commission, transportation consultants, stakeholders, and members of the public.

The work of the technical working group is documented in a TDM Technical Justification document which includes an extensive literature review, best practice research, empirical data collection and analysis, and consultation with experts in the field. This document provides the technical basis for the applicability, targets, and the assignment of points to each measure on the TDM menu.[5] The focus of the technical justification is identifying the expected VMT reduction associated with each TDM measure. The analysis below largely relies on the research and analysis documented in the TDM Technical Justification.

If the TDM Ordinance is adopted, a property owner would be required to submit a TDM Plan along with the Development Project's first Development Application. Each TDM Plan may include both physical and programmatic TDM measures. All of the TDM measures on the menu would be constructed or provided on a Development Project's site, with two exceptions. The two exceptions are: ACTIVE-1 Improve Walking Conditions, which would require construction in the public right-of-way, and HOV-2 Shuttle Bus Service, which may require designation of shuttle stops within the public right-of-way. Each Development Project and the TDM Plan would be subject to environmental review in accordance with state and local requirements.

Thus, this environmental review does not focus on the physical impacts associated with the implementation of TDM measures at any particular location, but, rather, assesses the overall effects on the environment associated with the implementation of the TDM Program. This overall effect would be a reduction in Vehicle Miles Traveled associated with new Development Projects, resulting from a mode split incrementally more weighted to sustainable modes including walking, bicycling, or riding transit as compared to Development Projects that incorporate a lower level of TDM. A reduction in Vehicle Miles Traveled could also result from reducing vehicle trips, increasing vehicle occupancy, or reducing the average vehicle trip length. The secondary effect associated with a reduction in Vehicle Miles Traveled is a reduction in air pollutants, including a reduction in greenhouse gas, emissions.

Transportation

The effects of shifting vehicle trips to sustainable travel modes including trips made by transit, bicycle, or by walking are discussed below.

Transit

The impacts of the proposed project on transit are difficult to predict. If a substantial number of vehicle trips were to shift to transit trips, transit capacity on individual transit lines may be exceeded. The potential for such transit capacity utilization exceedances to occur as a result of the proposed project is

[5] *Ibid.*

speculative because it is unknown which TDM measures future Development Projects would select. Moreover, current literature does not document which sustainable travel modes vehicle trips would shift to with implementation of several of the TDM measures in the TDM menu.

Further, a substantial cause of transit delay is due to transit lines traveling in mixed-flow travel lanes with private vehicles. For example, the Van Ness Bus Rapid Transit Final Environmental Impact Statement/Environmental Impact Report identified that signal and mixed-traffic delays account for approximately 50 to 58 percent of total delay for Van Ness Avenue buses along the corridor.[6] Therefore, a reduction in vehicle trips from Development Projects would be expected to reduce potential delay impacts to transit. As such, the proposed project would not result in a significant impact related to transit.

Bicycles
The proposed project would not create potentially hazardous conditions for bicyclists or otherwise substantially interfere with bicycle accessibility. The TDM Ordinance includes procedures for review of Development Project's TDM Plans and thereby considers issues associated with bicycle safety and access. Therefore, the proposed project would not result in significant impacts to bicyclists.

Pedestrians
The proposed project would not create potentially hazardous conditions for people walking or otherwise substantially interfere with accessibility for people walking. Most areas of San Francisco have adequate sidewalk widths. Moreover, projects that are of a size sufficient to result in sidewalk overcrowding are subject to Better Streets Plan requirements and environmental review.

The potential for such sidewalk overcrowding impacts to occur as a result of the proposed project is speculative because it is unknown which TDM measures future Development Projects would select. Moreover, current literature does not document which sustainable travel modes vehicle trips would shift to with implementation of several of the TDM measures in the TDM menu. In addition, most Development Projects subject to the TDM Program requirements would also be subject to the Transportation Sustainability Fee (Planning Code Section 411A). The Transportation Sustainability Fee requires developers to pay a portion of their fair share to enhance intersections and sidewalks to accommodate the increase in walking trips associated with new development. Therefore, the proposed project would not result in significant impacts to pedestrians.

Loading
The proposed project includes measures related to deliveries and shuttle bus services, which may potentially increase localized loading. However, the demand generated for the loading would occur from people within Development Projects subject to the TDM Program. The effects of loading demand and the potential to create hazardous conditions would be evaluated for each Development Project subject to environmental review and Development Projects would be subject to all applicable requirements to accommodate expected loading demand. Therefore, the proposed project would not result in significant impacts related to loading.

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[6] San Francisco County Transportation Authority, *Van Ness Bus Rapid Transit Final Environmental Impact Report/Environmental Impact Statement*.

Air Quality and Greenhouse Gases

Passenger vehicles emit pollutants for each mile driven. Despite technological advancements, the transportation sector continues to account for a large amount of emissions given an increase in vehicle miles traveled.[7] The transportation sector accounts for 36 percent,[8] 37 percent,[9] and 40 percent[10] of all greenhouse gas emissions in California, the San Francisco Bay Area, and San Francisco, respectively. The transportation sector is also responsible for a large percentage of air pollutants that affect the air quality locally and regionally, toxic air contaminants and criteria air pollutants. For example, the transportation sector accounted for 83 percent of oxides of nitrogen emissions statewide, which is a precursor to ozone (criteria air pollutant) and for which a larger area of the state is designated as nonattainment by both the state and federal government.[11]

The proposed project would result in an overall reduction in the Vehicle Miles Traveled associated with new development compared to Vehicle Miles Traveled without the implementation of the TDM Program. Therefore, the proposed project would not result in significant impacts related to air quality, including greenhouse gases.

Conclusion

The proposed project satisfies the criteria for exemption under the above-cited classifications. In addition, none of the CEQA Guidelines Section 15300.2 exceptions to the use of a categorical exemption applies to the proposed project. For the above reasons, the proposed project is appropriately exempt from environmental review.

[7] U.S. Environmental Protection Agency, *Our Built and Natural Environments 2nd Ed*, June 2013.
[8] California Air Resources Board, *First Update to the Climate Change Scoping Plan*, May 2014.
[9] Plan Bay Area 2040, *Plan Bay Area Environmental Impact Report*, July 2013.
[10] San Francisco Department of Environment, *San Francisco Climate Action Strategy*, October 2013.
[11] California Air Resources Board, *Emission Inventory Data*, Year 2012.

BOARD of SUPERVISORS

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NOTICE OF PUBLIC HEARING

BOARD OF SUPERVISORS OF THE CITY AND COUNTY OF SAN FRANCISCO

LAND USE AND TRANSPORTATION COMMITTEE

NOTICE IS HEREBY GIVEN THAT the Land Use and Transportation Committee will hold a public hearing to consider the following proposal and said public hearing will be held as follows, at which time all interested parties may attend and be heard:

Date: **Monday, November 28, 2016**

Time: **1:30 p.m.**

Location: **Legislative Chamber, Room 250, located at City Hall**
1 Dr. Carlton B. Goodlett Place, San Francisco, CA

Subject: **File No. 160925.** Ordinance amending the Planning Code to establish a citywide Transportation Demand Management (TDM) Program, to require Development Projects to incorporate design features, incentives, and tools that support sustainable forms of transportation; create a new administrative fee to process TDM Plan applications and compliance reports; make conforming amendments to various sections of the Planning Code; affirming the Planning Department's determination under the California Environmental Quality Act; and making findings of public necessity, convenience, and welfare under Planning Code, Section 302, and findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1.

If the legislation passes, new fees would be established to cover the administrative costs for the Transportation Demand Management (TDM) Program that would apply to most residential and non-residential development projects in San Francisco, except for small projects (less than ten residential units or less than 10,000 square feet of commercial space), 100% affordable housing projects, and parking garages. The initial fee for review of a TDM Plan shall be $6,000, plus time and materials in excess of this one-time fee. The fee for required periodic compliance review shall be $1,000, and the fee for voluntary update review shall be $1,300.

In accordance with Administrative Code, Section 67.7-1, persons who are unable to attend the hearing on this matter may submit written comments to the City prior to the

time the hearing begins. These comments will be made as part of the official public record in this matter, and shall be brought to the attention of the members of the Committee. Written comments should be addressed to Angela Calvillo, Clerk of the Board, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102. Information relating to this matter is available in the Office of the Clerk of the Board. Agenda information relating to this matter will be available for public review on Wednesday, November 23, 2016.

Angela Calvillo
Clerk of the Board

DATED: November 17, 2016
PUBLISHED/POSTED: November 18 and 24, 2016

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NOTICE OF PUBLIC HEARING
BOARD OF SUPERVISORS OF THE CITY AND COUNTY OF SAN FRANCISCO
LAND USE AND TRANSPORTATION COMMITTEE
MONDAY, NOVEMBER 28, 2016 - 1:30 PM
LEGISLATIVE CHAMBER, ROOM 250, CITY HALL
1 DR. CARLTON B. GOODLETT PLACE, SAN FRANCISCO, CA

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