



Planning Commission

# AGENDA

## REGULAR MEETING OF THE PLANNING COMMISSION

This meeting is held in a wheelchair accessible location.

[Click here to view the entire Agenda Packet](#)

Wednesday, October 2, 2019  
7:00 PM

South Berkeley Senior Center  
2939 Ellis Street

See “*MEETING PROCEDURES*” below.

All written materials identified on this agenda are available on the Planning Commission webpage: <http://www.ci.berkeley.ca.us/ContentDisplay.aspx?id=13072>

### PRELIMINARY MATTERS

- 1. Roll Call:** Wiblin, Brad, appointed by Councilmember Kesarwani, District 1  
Martinot, Steve, appointed by Councilmember Davila, District 2  
Schildt, Christine, Chair, appointed by Councilmember Bartlett, District 3  
Lacey, Mary Kay, appointed by Councilmember Harrison, District 4  
Beach, Benjamin, appointed by Councilmember Hahn, District 5  
Kapla, Robb, Vice Chair appointed by Councilmember Wengraf, District 6  
Fong, Benjamin, appointed by Councilmember Robinson, District 7  
Vincent, Jeff, appointed by Councilmember Droste, District 8  
Wrenn, Rob, appointed by Mayor Arreguin
- 2. Order of Agenda:** The Commission may rearrange the agenda or place items on the Consent Calendar.
- 3. Public Comment:** Comments on subjects not included on the agenda. Speakers may comment on agenda items when the Commission hears those items. (See “*Public Testimony Guidelines*” below):
- 4. Planning Staff Report:** In addition to the items below, additional matters may be reported at the meeting. **Next Commission meeting: November 6, 2019.**
- 5. Chairperson’s Report:** Report by Planning Commission Chair.
- 6. Committee Reports:** Reports by Commission committees or liaisons. In addition to the items below, additional matters may be reported at the meeting.
- 7. Approval of Minutes:** Approval of Draft Minutes from the meeting on September 4, 2019.
- 8. Future Agenda Items and Other Planning-Related Events:** None.

**AGENDA ITEMS:** All agenda items are for discussion and possible action. Public Hearing items require hearing prior to Commission action.

- 9. Discussion:** **Proposed Transportation Demand Management (TDM) Framework**  
**Recommendation:** Discuss preliminary proposals for a TDM program  
**Written Materials:** Attached  
**Web Information:** N/A  
**Continued From:** N/A
- 10. Discussion:** **Planning Commission Workplan**  
**Recommendation:** Review updated Planning Commission Workplan, Policy Project Matrix and City Council Referrals  
**Written Materials:** Attached  
**Web Information:** N/A  
**Continued From:** N/A
- 11. Action:** **Southside EIR Subcommittee**  
**Recommendation:** Establish subcommittee and select members to provide feedback on the Southside EIR  
**Written Materials:** N/A  
**Web Information:** N/A  
**Continued From:** N/A

**ADDITIONAL AGENDA ITEMS:** In compliance with Brown Act regulations, no action may be taken on these items. However, discussion may occur at this meeting upon Commissioner request.

**Information Items:** None.

**Communications:**

- September 5, 2019 – Commissioner Vincent, Turner Article
- September 8, 2019 - Christine Schwartz, PC Meeting Videos-September 4, 2019
- September 13, 2019 – Charlie Pappas, Cannabis (Delivery- Only)
- September 16, 2019 - Alene Pearson (staff email to commissioners)  
Planning Open House 2019 Flyer
- September 16, 2019 – Alene Pearson (staff email to commissioners)  
PC Work Plan on September 24 City Council Agenda
- September 18, 2019- Phyllis Orrick, Green Affordable Housing

**Late Communications:** (Received after the packet deadline):

- None

**Late Communications:** (Received and distributed at the meeting):

- None

**ADJOURNMENT**

## **Meeting Procedures**

### ***Public Testimony Guidelines:***

Speakers are customarily allotted up to three minutes each. The Commission Chair may limit the number of speakers and the length of time allowed to each speaker to ensure adequate time for all items on the Agenda. ***To speak during Public Comment or during a Public Hearing, please line up behind the microphone.*** Customarily, speakers are asked to address agenda items when the items are before the Commission rather than during the general public comment period. Speakers are encouraged to submit comments in writing. See “Procedures for Correspondence to the Commissioners” below.

### ***Consent Calendar Guidelines:***

The Consent Calendar allows the Commission to take action with no discussion on projects to which no one objects. The Commission may place items on the Consent Calendar if no one present wishes to testify on an item. Anyone present who wishes to speak on an item should submit a speaker card prior to the start of the meeting, or raise his or her hand and advise the Chairperson, and the item will be pulled from the Consent Calendar for public comment and discussion prior to action.

### ***Procedures for Correspondence to the Commissioners:***

To distribute correspondence to Commissioners prior to the meeting date, submit comments by 12:00 p.m. (noon), eight (8) days before the meeting day (Tuesday) (email preferred):

- If correspondence is more than twenty (20) pages, requires printing of color pages, or includes pages larger than 8.5x11 inches, please provide 15 copies.
- Any correspondence received after this deadline will be given to Commissioners on the meeting date just prior to the meeting.
- Staff will not deliver to Commissioners any additional written (or emailed) materials received after 12:00 p.m. (noon) on the day of the meeting.
- Members of the public may submit written comments themselves early in the meeting. To distribute correspondence at the meeting, please provide 15 copies and submit to the Planning Commission Secretary just before, or at the beginning, of the meeting.
- Written comments should be directed to the Planning Commission Secretary, at the Land Use Planning Division (Attn: Planning Commission Secretary).

***Communications are Public Records:*** Communications to Berkeley boards, commissions, or committees are public records and will become part of the City’s electronic records, which are accessible through the City’s website. ***Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission, or committee, will become part of the public record.*** If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service, or in person, to the Secretary of the relevant board, commission, or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the Secretary to the relevant board, commission, or committee for further information.

***Written material*** may be viewed in advance of the meeting at the Department of Planning & Development, Permit Service Center, **1947 Center Street, 3<sup>rd</sup> Floor**, during regular business hours, or at the Reference Desk, of the Main Branch Library, 2090 Kittredge St., or the West Berkeley Branch Library, 1125 University Ave., during regular library hours.

***Note: If you object to a project or to any City action*** or procedure relating to the project application, any lawsuit which you may later file may be limited to those issues raised by you or

someone else in the public hearing on the project, or in written communication delivered at or prior to the public hearing. The time limit within which to commence any lawsuit or legal challenge related to these applications is governed by Section 1094.6, of the Code of Civil Procedure, unless a shorter limitations period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred.

***Meeting Access:*** This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services Specialist, at 981-6418 (V) or 981-6347 (TDD), at least three (3) business days before the meeting date.

***Please refrain from wearing scented products to public meetings.***

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I hereby certify that the agenda for this regular/special meeting of the Berkeley City Commission on Commissions was posted at the display case located near the walkway in front of the Maudelle Shirek Building, 2134 Martin Luther King Jr. Way, as well as on the City's website, on **September 25, 2019**.

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Alene Pearson  
Planning Commission Secretary



Planning Commission

1                   **DRAFT MINUTES OF THE REGULAR PLANNING COMMISSION MEETING**  
2   **September 4, 2019**

3 The meeting was called to order at 7:07 p.m.

4 **Location:** South Berkeley Senior Center, Berkeley, CA

5 **1. ROLL CALL:**

6 **Commissioners Present:** Benjamin Beach, Robb Kapla, Mary Kay Lacey, Steve Martinot,  
7 Christine Schildt, Jeff Vincent, Brad Wiblin and Rob Wrenn,.

8 **Commissioners Absent:** Benjamin Fong (absent) and Rob Kapla (leave of absence).

9 **Staff Present:** Secretary Alene Pearson, Katrina Lapira, Beth Greene, and Justin Horner.

10 **2. ORDER OF AGENDA:** No changes.

11 **3. PUBLIC COMMENT PERIOD:** No speakers.

12 **4. PLANNING STAFF REPORT:**

13 Staff provided the following updates on upcoming meetings and policy projects

- 14
- 15 • Sept 10 –City Council: Southside EIR contract to be presented
- 16 • Sept 16 –ZORP: Discussion of residential district chapters
- 17 • September 24- City Council: Planning Commission Workplan
- 18 • Sept 25- JSISHL: Objective standards- focus on density standards
- 19 • Student Housing: EIR to study modifications of development standards and Southside
- 20 Car-free Overlay folded into Parking Reform
- 21 • Parking Reform: Parking study to begin in Sept/Oct to inform modifications to off-street
- 22 parking requirements. TDM proposal will be shared with PC in Oct.
- 23 • Objective Standards: with JSISHL
- 24 • Affordable Housing: research and analysis of streamlining referrals and ground floor
- 25 uses underway.

26 **Information Items:** None.

27 **Communication:**

- 28 • None.

29

30 **Late Communications** (Received after the Packet deadline):

- 31 • 2019-09-03 Pappas- Public Comment (Cannabis Delivery-Only)

32 **Late Communications** (Received and distributed at the meeting):

- 33 • 2019-09-04 Taplin- Public Comment (Cannabis Delivery-Only)

34 **5. CHAIR REPORT:** None.

35 **6. COMMITTEE REPORT:**

- 36 • Adeline Subcommittee: Recap of three previous meetings where the subcommittee  
37 reviewed chapters of the draft plan and provided feedback to planning staff. Planning  
38 staff is currently reviewing and responding to comments provided by the public on the  
39 Draft EIR. No Subcommittee meetings are currently scheduled for September.
- 40 • Joint Subcommittee for Implementation of State Housing Laws (JSISHL): Shall meet on  
41 September 25 to discuss density standards.
- 42 • Zoning Ordinance Revision Project (ZORP): Upcoming meeting on September 16
- 43 • PC's Cannabis Recommendations to Council: Commissioner Lacey will provide a letter  
44 to the City Council concerning the Planning Commission's recommendations on  
45 comprehensive cannabis made at the meeting on July 17, 2019. Deadline to submit  
46 letter is on October 11, 2019.

47 **7. APPROVAL OF MINUTES:**

48 Motion/Second/Carried (Martinot/Lacey) to approve the Planning Commission Meeting  
49 Minutes from July 17, 2019 with discussed amendments. Ayes: Beach, Lacey, Martinot,  
50 Schildt, and Wiblin. Noes: None. Abstain: Jeff Vincent, Rob Wrenn. Absent: Fong and Kapla.  
51 (5-0-2-2)

52 **FUTURE AGENDA ITEMS AND OTHER PLANNING-RELATED EVENTS:** At the next meeting,  
53 October 2, 2019 the following items may be presented.

- 54 • Local Hazard Mitigation Plan Public Hearing  
55 • Toxic Remediation Referral Public Hearing  
56 • Ground floor referrals

57 Events + More:

- 58 • September 12, 2019 (6pm)- Urban Habitat's 30<sup>th</sup> Anniversary Celebration at the Oakland  
59 Museum  
60 • Urban Habitat- Boards and Commissions Leadership Institute- application period through  
61 Sunday, October 20, 2019.  
62 • Turner Center of Housing Innovation Paper- *Demystifying Development Math*

63 **AGENDA ITEMS**

64 **9. Action:** **Public Hearing: Zoning Ordinance Amendments for Cannabis**  
65 **Uses: Delivery-Only Retailers**

66 Planning Commission held a public hearing to discuss Zoning Ordinance amendments for  
67 cannabis delivery services. Planning Commission considered proposed amendments to  
68 establish new land use regulations for cannabis retail delivery services (Delivery-Only Retailers).  
69 Planning Commission also considered vertically integrated cannabis businesses

(Microbusinesses) that involve Delivery-Only Retail in their recommendation. The Commission discussed the presence of existing similar delivery-only services in Berkeley and the appropriate number, locations (within a building and allowable zoning districts), discretion and criteria for Delivery-Only Retailers.

**Public Comments: 5**

Motion/Second/Carried (Schildt/Wrenn) to recommend that the City Council adopt the staff proposed language, as amended, which includes the following provisions, in Section 23C.25.010 Cannabis Retail:

- Delivery-Only Retailers are subject to approval through the selection process set forth in Section 12.22.020.
- Delivery-Only Retailers are permitted with a Zoning Certificate in the M-prefixed and C-prefixed districts other than the C-N District.
- Delivery-Only Retailers may not be located within 300 feet of any School or City-operated community center or skate park.
- Delivery-Only Retailers may not be located on the street fronting portion of the ground floor in a C-prefixed district.
- Implement a city-wide quota of 10 Delivery-Only Retailers, where at least half are equity candidates.
- All delivery-only retailers shall be permitted with a Zoning Certificate in all allowable zoning districts.
- Delivery-Only Retailers in the M District shall be evaluated and regulated for Zoning purposes in the same way as Warehouse-Based Non-Store Retailers, and shall be subject to the same numeric and buffer requirements as Delivery-Only Retailers in C-prefixed districts.

Ayes: Beach, Lacey, Martinot, Schildt, and Wrenn. Noes: Vincent and Wiblin. Abstain: None. Absent: Fong and Kapla. (5-0-2-2)

Motion/Second/Carried (Beach /Wrenn) to close the public hearing at 9:32pm.  
Ayes: Beach, Lacey, Martinot, Schildt, Vincent, Wiblin, and Wrenn. Noes: None. Abstain: None. Absent: Fong and Kapla. (7-0-0-2)

**10. Action: Public Hearing: Tentative Tract Map #8790- 739 Channing Way**

Staff presented the Tentative Tract Map application of an entitled multi-unit development located at 739 Channing Way in the West Berkeley Plan Area. The Planning Commission opened the public hearing at 9:46pm. The Commission asked clarifying questions about the applicability of the Affordable Housing Mitigation Fee and the Inclusionary Housing Ordinance, and the general process associated with approving a Tentative Tract Map.

**Public Comments: 1**

Motion /Second/Carried (Schildt /Lacey) to approve Tentative Tract Map #8490 subject to Conditions, with an amendment to the Tentative Tract Map Finding 2A1 and a correction Finding 2E.

115 Ayes: Beach, Lacey, Schildt, Vincent, Wiblin, and Wrenn. Noes: Martinot. Abstain: None.  
116 Absent: Fong and Kapla. (6-1-0-2)

117  
118 Motion/Second/Carried (Schildt/Beach) to close the public hearing at 10:19pm.  
119 Ayes: Beach, Lacey, Martinot, Schildt, Vincent, Wiblin, and Wrenn. Noes: Abstain: None.  
120 Absent: Fong and Kapla. (7-0-0-2)  
121

122 **11. Discussion: Referral to Facilitate Toxic Remediation**

123 Staff shared the City Council referral made on May 1, 2012, recommending changes to the  
124 Zoning Ordinance to streamline the permitting process for the removal of buildings to remediate  
125 hazardous materials conditions. Staff presented their recommended code amendments and  
126 asked for additional feedback and direction. The Planning Commission discussed the history  
127 related to the referral, aspects of the proposed amendments, and questioned its importance in  
128 light of other referrals related to addressing the issue of housing.

129 **Public Comments: 3**

130 Motion/Second/Carried (Schildt/Vincent) to direct staff to prepare a report to close-out the  
131 referral considering that the conditions in which the referral was made are no longer relevant.  
132 Ayes: Beach, Lacey, Schildt, Vincent, Wiblin, and Wrenn. Noes: Martinot. Abstain: None.  
133 Absent: Fong and Kapla. (6-1-0-2)

134 **The meeting was adjourned at 11:08pm**

135 **Commissioners in attendance: 7 of 9**

136 **Members in the public in attendance: 6**

137 **Public Speakers: 6 speakers**

138 **Length of the meeting: 3 hours and 59 minutes**





**Planning and Development Department**  
Land Use Planning Division

## STAFF REPORT

DATE: October 2, 2019  
TO: Members of the Planning Commission  
FROM: Justin Horner, Associate Planner  
SUBJECT: Proposed Transportation Demand Management Framework

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### RECOMMENDATION

Review report and provide feedback on a proposed framework for a Transportation Demand Management (TDM) program for new residential and mixed-use residential development of ten or more dwelling units.

### BACKGROUND

In response to the City Council's Green Affordable Housing Package and the City-wide Green Development Requirements referrals, the Planning Commission discussed potential parking reform at their July 17, 2019 meeting (see *Attachment 1*). Planning Commission requested development of a Transportation Demand Management (TDM) requirement for new residential and mixed-use residential development in Berkeley that would result in 10 or more dwelling units. The Planning Commission discussed a number of approaches to TDM, including certification of projects using TransForm's GreenTRIP program (see *Attachment 2*) and the San Francisco Planning Department's points-and-menu approach (see *Attachment 3*). The Planning Commission also discussed a proposal to conduct a Residential Parking Utilization Study to provide data on real-world residential parking usage for future discussions about TDM and reducing minimum parking requirements.

In concluding its discussion, the Planning Commission endorsed the idea of a Parking Utilization Study and asked staff to consider a TDM program that combined elements of both GreenTRIP and San Francisco's approach. Presented here is a preliminary framework for TDM. It is requested that the Planning Commission receive this report and its accompanying presentation and provide comments and feedback.

## **Goals of a TDM Program**

There is not a single approach to TDM or a single reason to pursue a TDM program. TDM can be used for all types of development—residential, commercial, retail—and can be focused on managing a variety of types of trips—commuter, resident or customer. There can be TDM programs that apply to development, generally—such as San Francisco’s requirement—and TDM programs that focus on specific large scale projects—such as the new Warrior’s arena or a large new employer.

In Berkeley, a TDM program for residential development is being considered to address two major policy goals. While any TDM program can meet both of these policy goals to some extent, the design of any proposed program would differ based upon which policy goal is given the highest priority. These two overarching goals are the following:

1. *Private Vehicle Trip Reduction.* TDM programs are frequently designed to reduce the use of private vehicles. TDM measures can lead to reductions in Vehicle Miles Travelled (VMT) and greenhouse gas emissions (GHG), while also increasing overall road safety by reducing vehicle use. By reducing the availability of off-street private vehicle parking, and by offering benefits or subsidies for other modes of travel, such as biking or transit, a TDM program can be seen primarily as an effort to move people out of private cars. Since the availability of an off-street parking space is the strongest predictor of residential vehicle use, a program with this priority would focus on reducing off-street parking and focusing TDM benefits towards those who would otherwise drive.

Under this approach, the less parking a project included, the better. A project with little or no parking would not be required to provide as many TDM measures as a project that provided more parking. The lack of off-street parking would be considered the most significant contribution to meeting this policy goal, even if building residents received no additional TDM benefits.

2. *Community Benefit Approach.* While TDM programs can be strongly focused on private vehicle trip reduction, they can also be used to offer broader community-scale benefits when proposed parking is being reduced. While reductions in off-street parking can reduce vehicle usage, it is also true that owners of private vehicles who move into such buildings may instead choose to continue driving but park on the street (the “spillover” effect). A TDM program can be put in place to compensate for this “spillover” effect by offering building residents transit passes, or bike and carshare memberships, to make it easier for them to consider not owning a car and/or using other modes of transportation. There is also the notion that if a project sponsor is allowed to reduce the amount of parking they are required to provide, the project is receiving a reduced regulation without any clear benefit to the wider community. A Community Benefits approach considers a project sponsor’s requirement to fund TDM as compensation to the community for the benefit of not having to build as much parking.

Under this approach, a project that offered less parking would create more “spillover” and result in a larger concession to a project sponsor than a project that met parking requirements. As a result, under this approach, the less parking a project would offer, the *more* TDM measures the project would be required to provide.

While these approaches differ in emphasis, either TDM approach would be an improvement over current practice, both with respect to reducing private vehicle trips and with respect to providing community benefits for reductions in required parking. In both cases, it is likely that proposed projects would stop offering unnecessary off-street parking and would start offering some package of TDM measures to building residents.

### **Frameworks for TDM Program**

Planning Commission is asked to consider two primary approaches to a TDM program that would apply to all new residential or mixed-use residential projects of 10 units or more: one that focusses on private Vehicle Trip Reduction and another that focusses on Community Benefits. As described above, the primary difference between the two is how they treat the relationship between off-street parking and TDM measures: a Vehicle Trip Reduction approach would require less TDM for projects with less parking, while a Community Benefit approach would require more TDM for projects with less parking.

Importantly, both approaches include a new requirement that all off-street parking provided by qualifying projects must be **unbundled**. Unbundled parking requires buildings to have their parking spaces leased or sold separately from the rental or purchase of dwelling units. Unbundling the cost of housing from the cost of a parking is economically efficient for occupants, as they are not required to pay for parking they do not need and they can opt in or out of parking as their circumstances change. Both GreenTRIP and the San Francisco Planning Department’s TDM Program offer unbundled parking as a TDM option, but given the strength of the empirical evidence linking unbundled parking to fewer vehicle trips and lower housing costs, the Planning Commission is asked to consider making unbundled parking a requirement for all residential and mixed-use residential projects of 10 or more units.

The City Council’s original Green Affordable Housing Package referral included direction to “reduce or eliminate minimum residential parking requirements if car-sharing spaces...or other TDM measures are provided” and to “consider a cap on residential parking maximums.” Consistent with that direction, the Planning Commission will be provided options within each approach to consider how a TDM requirement would work with parking minimums and with parking maximums.

### **Vehicle Trip Reduction Approach with Parking Minimums**

As discussed above, the primary goal of the Vehicle Trip Reduction approach is to reduce private vehicle use. As a result, the predominant aim of this approach is reducing off-street parking for private vehicles, with a secondary aim of providing alternatives to private vehicle travel through

support for more sustainable modes, such as biking and transit. Projects can meet most of their TDM requirement through reducing the supply of off-street parking.

Under the Vehicle Trip Reduction approach, a proposed project would be required to obtain **8 points** from the menu of TDM choices shown in **Table 1**. Projects that provide more parking than currently required would include additional TDM measures and would be required to design and condition any additional parking spaces for conversion to residential use.

**Table 1. TDM Measures for Vehicle Trip Reduction Approach (Parking Minimums)**

<b>TDM Measure</b>	<b>Points</b>
<b>Vehicle Parking Supply</b>	
100% of required parking	0
75% of required parking	2
50% of required parking	4
25% of required parking	6
No parking	8
Every five additional spaces above required parking, rounded up <sup>1</sup>	-2
<b>Transit Passes</b>	
50% of cost	2
100% of cost	4
<b>Carshare Membership</b>	
Carshare parking space	2
Carshare membership for each resident	2
<b>Bikeshare Membership</b>	
Free membership with bikeshare pod farther than 1000ft from project site	2
Free membership with bikeshare pod within 1000ft of project site	4
<sup>1</sup> Any additional spaces beyond required spaces must be conditioned and designed for conversion to dwelling units.	

**Vehicle Trip Reduction Approach with Parking Maximums**

If the City were to implement parking maximums, a proposed project would no longer be rewarded for providing less than a required amount of parking as the trip reduction benefits of reduced parking would not be something provided by the project sponsor, but would rather be the result of the public policy of parking maximums. However, a project that would provide no

parking at all would be rewarded with extra points. With parking maximums, a Vehicle Trip Reduction Approach to TDM would then emphasize the use of alternatives to the private automobile. Under such a scenario, a proposed project would be required to obtain **4 points** from the menu of TDM choices in **Table 2**.

**Table 2. TDM Measures for Vehicle Trip Reduction Approach (Parking Maximums)**

TDM Measure	Points
<b>Vehicle Parking Supply</b>	
No parking	4
<b>Transit Passes</b>	
50% of cost	2
100% of cost	4
<b>Carshare Membership</b>	
Carshare parking space	2
Carshare membership for each resident	2
<b>Bikeshare Membership</b>	
Free membership with bikeshare pod farther than 1000ft from project site	2
Free membership with bikeshare pod within 1000ft of project site	4

**Community Benefits Approach with Parking Minimums**

As discussed above, the primary goals of the Community Benefits approach are to manage the problem of potential “spillover” of private vehicles onto on-street parking spaces and to assure that the community is compensated for reducing regulatory requirements to provide parking. As a result, under this approach, the less parking a project provides, the greater the number of TDM measures that must be offered to manage “spillover” and compensate for reduced regulation. Projects can meet their TDM requirement through a combination of moderate parking reductions and the provision of TDM measures. All projects would be required to offer at least a minimal TDM package.

Under a Community Benefits approach with minimum parking requirements in place, a proposed project would be required to obtain **10 points** from the menu of TDM choices shown in **Table 3**. A project that would provide more parking than currently required would need to design and condition any additional parking spaces for conversion to residential use. Under this approach, even projects that provide the required amount parking would need to provide at least one TDM benefit.

**Table 3. TDM Measures for Community Benefits Approach  
 (Parking Minimums)**

<b>TDM Measure</b>	<b>Points</b>
<b>Vehicle Parking Supply<sup>1</sup></b>	
100% or more of required parking	8
75% of required parking	6
50% of required parking	4
25% of required parking	2
No parking	0
<b>Transit Passes</b>	
50% of cost	2
100% of cost	4
<b>Carshare Membership</b>	
Carshare parking space	2
Carshare membership for each resident	2
<b>Bikeshare Membership</b>	
Free membership with bikeshare pod farther than 1000ft from project site	2
Free membership with bikeshare pod within 1000ft of project site	4
<sup>1</sup> Any additional spaces beyond required spaces must be conditioned and designed for conversion to dwelling units.	

**Community Benefits Approach with Parking Maximums**

If the City were to implement parking maximums, a proposed project would no longer be required to provide compensation for providing less parking, as the City would have limited the total amount of parking they can provide. With parking maximums, TDM would then emphasize the use of alternatives to the private automobile to manage any potential “spillover”. Also, for a proposed project that would request an exception to the limit put in place by parking maximums, the proposed project would be required to provide more TDM as compensation for that exception. Under such a scenario, a proposed project would be required to obtain **4 points** from the menu of TDM choices in **Table 4**.

**Table 4. TDM Measures for Community Benefits Approach  
 (Parking Maximums)**

TDM Measure	Points
<b>Transit Passes</b>	
50% of cost	2
100% of cost	4
<b>Carshare Membership</b>	
Carshare parking space	2
Carshare membership for each resident	2
<b>Bikeshare Membership</b>	
Free membership with bikeshare pod farther than 1000ft from project site	2
Free membership with bikeshare pod within 1000ft of project site	4
<b>Parking Supply</b>	
Every 5 spaces above the maximum, rounded up	- 2

**Discussion Questions for Planning Commission**

*Trip Reduction and Community Benefits Approaches:* The Planning Commission is requested to discuss each of the two approaches and provide guidance to staff as to which approach should serve as the foundation of the city’s TDM program.

*Selection Of Measures:* The measures include in the tables above combine the most effective TDM measures with respect to Vehicle Miles Travelled (VMT) reduction included in both the GreenTRIP program and San Francisco’s TDM program. GreenTRIP requires a project to select at least two of three TDM measures (unbundled parking, transit passes or carshare). San Francisco’s TDM program includes 17 individual TDM measures that can be applied to residential development, but the four included here (reduced parking, transit passes, and carshare and bikeshare memberships) are the measures with the strongest empirical evidence for causing mode shift among building residents, according to the San Francisco TDM program’s *Technical Justification Report*.<sup>1</sup> Staff requests the Planning Commission provide feedback on the collected TDM measures.

<sup>1</sup> [http://default.sfplanning.org/plans-and-programs/emerging\\_issues/tsp/TDM\\_Technical\\_Justification.pdf](http://default.sfplanning.org/plans-and-programs/emerging_issues/tsp/TDM_Technical_Justification.pdf)

*Weighting of Measures:* Staff relied heavily on the San Francisco TDM program’s *Technical Justification Report* for assigning points to each of the selected measures. Staff requests the Planning Commission provide feedback on the weighting of TDM measures.

*Cost of Measures:* Of the TDM measures presented in the above tables, three of them (transit passes, carshare membership and bikeshare membership) include on-going costs.

**Table 5** presents estimates of the per-unit costs of these three TDM policies for a 10 year period, assuming a household which includes two adults. Currently, a reasonable estimation of the cost to provide structured parking is about **\$20,000-\$50,000** per space.

**Table 5. Estimated Cost of TDM Measures**

<b>TDM Measure</b>	<b>Estimated Cost per Unit for 10 Years</b>
<b>Carshare membership<sup>1</sup></b>	(\$7.00/month x 12 months x 10 years) x 2 adults= <b>\$1,680</b>
<b>Bikeshare membership<sup>2</sup></b>	(\$149/year x 10 years) x 2 adults= <b>\$2,980</b>
<b>Transit Passes<sup>3</sup></b>	
100% subsidy	(\$84.60/month x 12 months x 10 years) x 2 adults= <b>\$20,304</b>
50% subsidy	<b>\$10,152</b>
AC Transit Easy Pass <sup>4</sup>	(\$100/year X 10 years) x 2 adults= <b>\$2,000</b>
<sup>1</sup> Zipcar monthly membership, <a href="https://www.zipcar.com/pricing">https://www.zipcar.com/pricing</a> . Accessed September 17, 2019 <sup>2</sup> Bay Wheels Annual Membership, <a href="https://www.lyft.com/bikes/bay-wheels/pricing">https://www.lyft.com/bikes/bay-wheels/pricing</a> . Accessed September 17, 2019. <sup>3</sup> AC Transit 31-day adult pass, <a href="http://www.actransit.org/actrealtime/fares-tickets-passes/">http://www.actransit.org/actrealtime/fares-tickets-passes/</a> . Accessed September 17, 2019 <sup>4</sup> Only available for residential developments of 100 units or more	

Staff requests the Planning Commission provide feedback on the cost of TDM measures, including their relation to the cost of providing off-street parking.

### **An Example Project**

An example proposed project would be a residential-only project that includes 70 residential units in 54,000 sf of gross floor area. The project is located on Telegraph Avenue in the C-1 zone.

The minimum parking requirement in the C-1 zone is one parking space per 1,000 sf of gross floor area, which results in 54 off-street parking spaces. Assuming a cost of \$35,000 per parking space, the 54 spaces cost \$1.89 million.

The proposed project includes 27 spaces, which is half the number of spaces required, plus a package of TDM measures consistent with the Community Benefits Approach with Minimum Parking Standards.



The TDM Measures include:

<b>Measure</b>	<b>Points</b>	<b>Cost</b>
50% of required parking	4	
Carshare parking space	2	\$35,000
Free bikeshare memberships more than 1,000 ft from a pod	2	\$208,600
Free carshare memberships	2	\$117,600
<b>TOTAL</b>	<b>10</b>	<b>\$361,200</b>

In the above example, by providing half the required parking spaces, the project sponsor would save approximately \$945,000 on parking construction and provide \$361,200 in TDM benefits.

## **DISCUSSION**

The aim of this report is to solicit feedback from the Planning Commission regarding staff's overall approach to TDM.

**Question for Planning Commission:** *Is staff moving in the right direction with respect to this TDM proposal?*

**Question for Planning Commission:** *Are there additional TDM measures that should be included in the proposed list?*

**Question for Planning Commission:** *Does the point weighting for the measures make sense and incentivize TDM strategies that are consistent with city goals?*

**Question for Planning Commission:** *How should cost be factored in when considering which TDM strategies to select and how to weight them?*

## **NEXT STEPS**

Planning Commission is asked to consider material presented in the staff report and provide staff direction to develop a TDM policy coupled with modifications to parking requirements. Staff intends to bring this item back to Planning Commission in December 2019 for review, together with the results of the Planning Department's on-going Residential Parking Utilization Survey.

## **ATTACHMENTS:**

1. Staff Report on Parking Reform: Transportation Demand Management & Modifications to Off-Street Parking Requirements (July 17, 2019)
2. Summary of Transform's GreenTRIP Certification Program
3. San Francisco Planning Department's TDM Menu of Options





Planning and Development Department  
Land Use Planning Division

## STAFF REPORT

DATE: July 17, 2019

TO: Members of the Planning Commission

FROM: Justin Horner, Associate Planner

SUBJECT: Parking Reform: Transportation Demand Management & Modifications to Off-Street Parking Requirements

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### RECOMMENDATION

Review report and provide feedback on:

- 1) Developing a Transportation Demand Management (TDM) program for residential and mixed-use projects in the City of Berkeley, and
- 2) Scope of work for a parking study which will inform modifications to off-street parking requirements.

### BACKGROUND

At its May 1, 2019 meeting, the Planning Commission discussed parking reform in the context of the Green Affordable Housing Package (GAHP) and the City-wide Green Development Requirement Referral (see *Attachment 1: Staff Report on Parking Related City Council Referrals*) and requested staff to return to the Planning Commission with a proposal to implement unbundled parking for new residential projects in the City of Berkeley. Unbundled parking requires buildings to have their parking spaces leased or sold separately from the rental or purchase of dwelling units. Unbundling the cost of housing from the cost of a parking is economically efficient for occupants, as they are not required to pay for parking they do not need and they can opt in or out of parking as their circumstances change.

In the course of developing the proposed amendments, staff identified shortcomings of adopting unbundled parking as a stand-alone requirement: namely that the availability of free on-street parking and/or inexpensive on-street parking permits (offered through the Residential Preferential Parking (RPP) program) may discourage leasing or buying unbundled parking spaces. The result of such a policy could be vacant, zoning-required off-street parking spaces and an increase in on-street parking. Without reductions in both required off-street parking and incentives to use alternate modes of travel, the overall goals of parking related referrals — reducing required off-street parking, producing more units, reducing the cost of housing, and reducing driving — may not be met.

Recognizing the connection between on-street and off-street parking and programming needed to support alternate modes of travel, Planning Commission is asked to consider implementation of a TDM program and modifications to off-street parking requirements at the same time. The following background is provided to help answer questions in the Discussion section.

### **Transportation Demand Management (TDM)**

Transportation Demand Management (TDM) programs include strategies aimed at maximizing transportation choices and reducing private vehicle use. Typically, TDM includes some combination of parking reductions, unbundled parking, transit subsidies, access to carshare vehicles, and on-site infrastructure to encourage bicycling. Nearby cities, including San Francisco, Oakland and Emeryville, and other California cities, including Los Angeles and Santa Monica, already include TDM requirements for residential projects as part of their land use regulations.

Among these existing programs are three general approaches to implementation. These are summarized below:

1. **Menu-Based**. The San Francisco Planning Department's Transportation Demand Management Program<sup>1</sup> is an example of this approach. Specific TDM practices have been assigned point values based on their demonstrated efficacy in reducing trips (see *Attachment 2: San Francisco's TDM Menu of Options*). Proposed projects are assigned a total point target, based on their uses and proposed number of parking spaces, and project sponsors must choose among TDM measures to add up to reach their assigned target. This approach gives project sponsors a degree of flexibility in the strategies they can choose while also sparing them potentially expensive and time-consuming project-specific transportation studies. While it is relatively easy to administer, the development of the program required significant time and staff resources. All residential projects of ten units or more are required to comply with the program, with exemptions for 100% affordable projects.
2. **Reduction-Based**: The cities of Oakland<sup>2</sup> and Emeryville<sup>3</sup> provide specific reduction targets for eligible projects. For example, the City of Emeryville requires projects to demonstrate that residents will drive fewer vehicle miles than the average Emeryville resident. The City of Oakland requires projects that produce between 50 and 99 net new PM or AM peak trips to reduce trips by 10%, and projects that generate 100 or more net new PM or AM peak trips to reduce trips by 20%. While the cities provide examples of TDM measures that would help meet these targets, it is ultimately up to the project sponsor to select any available measures and demonstrate, through a transportation study, that the reduction targets would be met. A reduction-based option provides more

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<sup>1</sup> <https://sfplanning.org/transportation-demand-management-program>

<sup>2</sup> <https://www.oaklandca.gov/documents/transportation-impact-review-guidelines-for-land-use-development-projects>. See page 14.

<sup>3</sup> See Emeryville Municipal Code Section 9-5.2008

quantitative certainty, but producing the required analysis may be expensive for some project sponsors. Reviewing the required transportation analysis would also likely require more administrative staff time than other approaches.

3. Program-Based: With this approach, compliance with programs is presumed to result in reduced vehicle trips although quantitative measurement is not required. For example, for residential projects of 16 or more units, the City of Santa Monica requires project sponsors to implement four programs: a transportation package for new residents; a local resident and employee preference marketing plan; participation in Santa Monica's transportation management organization; and 50% towards the cost of a transit pass for every resident. No transportation analysis is required and the trip reduction impact of these programs is not particularly well-demonstrated. While this approach is very easy to administer and does not require any transportation analysis, a potential downside is that there is little certainty as to whether the TDM program is shifting demand from private vehicle use to other modes.

GreenTRIP Certification. In addition to the above municipal programs, Transform, an East Bay-based transportation advocacy organization, has created GreenTRIP, a certification program, similar to LEED for green buildings, for developments that promote more sustainable transportation options. GreenTRIP certification requirements are based upon a proposed project's location, the amount of parking it would provide, and the selection of at least two of three possible TDM measures (unbundled parking, transit pass provision, and carshare availability). If the project is then able to meet a per unit VMT target (usually around 25 to 30 miles per day) the project qualifies for certification. There are currently six GreenTRIP certified projects in the City of Berkeley. Some municipalities, including Emeryville and Richmond, have provided an option to obtain GreenTRIP certification as an alternative means of meeting their TDM requirements. GreenTRIP certification has the advantage of being simple to implement and, as it is a certification program run by an independent non-profit, would result in little administrative cost to the City of Berkeley.

TDM Requirements in the C-DMU. Berkeley currently requires implementation of TDM measures for certain new and converted residential projects in the Commercial Downtown Mixed Use (C-DMU) district. Occupants of residential units are not eligible for RPP permits (this restriction addresses on-street "spillover") and residents are provided with transit passes and access to vehicle sharing services (providing alternatives to private vehicle ownership). Projects must provide unbundled parking and have the option of waiving off-street parking by paying an in lieu fee that would go towards transit enhancements.

### **Reduction of Off-Street Parking Requirements**

To meet the goals of City Council's parking reform referrals, adoption of a TDM program should go hand-in-hand with reductions in required off-street parking. It is counterproductive for the City of Berkeley to require projects to provide off-street parking with one hand (through minimum parking requirements) while requiring them to reduce the use of off-street parking with the other (through a TDM program). It is instead optimal to have off-street parking requirements that are

more in-line with actual demand, developed in tandem with a TDM program that can use that actual demand to shift to alternative modes of travel.

A number of studies have demonstrated that minimum parking requirements can result in projects that are “overparked;” that is, projects that are required to provide parking that ends up not being used. For example, King County Metro’s *Right Size Parking*<sup>4</sup> study found the utilization rate of required parking was 62% and Washington DC’s *Parking Utilization Study*<sup>5</sup> found a utilization rate of 60%. A survey of 40 multi-unit buildings in Chicago<sup>6</sup> found a utilization rate of 65% and a 2010 study of existing projects by the Santa Clara Transportation Authority found a utilization rate of 74%<sup>7</sup>.

A small survey of projects suggests the situation in Berkeley may be similar. Transform has designed a Parking Database<sup>8</sup> that includes data gathered at multi-family residential sites around the San Francisco Bay Area which shows both parking supplied and parking used at each site. The database includes three specific properties in Berkeley (Oxford Plaza at 2175 Kittredge Street, the New Californian at 1988 Martin Luther King Jr. Way and Fourth and U at 2020 Fourth Street). Among these three Berkeley projects, the average parking utilization rate is 60%.

## **DISCUSSION**

The aim of this report is to solicit feedback from the Planning Commission regarding staff’s overall approach to TDM and the adjustment of minimum off-street parking requirements, including basic program design as well as input on research and administrative needs.

### **TDM Program Considerations**

#### **1. Approach**

The Background section provides three approaches to TDM programs and also offers a summary of GreenTRIP and an example of existing regulations in the City of Berkeley. Planning Commission is asked to provide feedback on which model seems most appropriate to Berkeley’s needs and goals, with a particular eye to the ease and cost of implementation for project applicants and the City of Berkeley.

#### **2. Threshold**

In addition to program approach, the Planning Commission might also consider the size of projects that may be eligible for the requirement. For example, San Francisco’s requirement applies to projects of ten or more *units* and Santa Monica’s applies to projects of 16 or more *units*. Oakland’s program, on the other hand, applies to projects that generate 50 or more net PM or AM peak vehicle *trips*. GreenTRIP certification, as a third approach, is for projects that are at a *density* of at least 20 dwelling units per acre.

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<sup>4</sup> <https://metro.kingcounty.gov/programs-projects/right-size-parking/pdf/rsp-final-report-8-2015.pdf>

<sup>5</sup> <https://planning.dc.gov/page/parking-utilization-study>

<sup>6</sup> [https://www.cnt.org/sites/default/files/publications/CNT\\_Stalled%20Out\\_0.pdf](https://www.cnt.org/sites/default/files/publications/CNT_Stalled%20Out_0.pdf)

<sup>7</sup> <http://www.sjsu.edu/urbanplanning/docs/VTA-TODParkingSurveyReport-Voll.pdf>

<sup>8</sup> <http://www.transformca.org/greentrip/parking-database>

**Questions for Planning Commission:** *What should be the City of Berkeley's general approach to a TDM program and a reasonable threshold? What additional information would be helpful in reaching a conclusion?*

### **Modifications to Off-Street Parking Requirements**

Land Use Planning is currently working with the Transportation Division on producing a scope of work for a **parking utilization study**, the first step towards determining new off-street parking requirements. This study will:

1. Survey and analyze parking required, provided and utilized at existing multi-unit buildings in order to determine how existing off-street parking regulations match actual demand.
2. Analyze DMV vehicle registration data and RPP permit information to determine whether people are parking at their residence or elsewhere (i.e. on-street).
3. Survey on-street parking capacity in certain areas to understand utilization and quantify demand.
4. Consider the use of curb space adjacent to residential developments (e.g. on-street parking, delivery, drop off) to understand how those spaces could most efficiently function as parking spaces for private vehicles, loading zones, transit boarding areas or areas for drop off and pick up for transportation network companies.

The goal of this parking utilization study is to “right size” our parking requirements and provide guidance as to the right levels of required off-street parking (if any) and the viability of parking *maximums*. Staff will also be looking into GreenTRIP's Connect tool<sup>9</sup>, a parking prediction model developed by TransForm. With GreenTRIP Connect, a user can identify a specific parcel, provide some basic characteristics of a proposed development and then see estimates of per resident VMT, GHG emissions and demand for residential parking spaces.

**Question for Planning Commission:** *Please provide input on the elements proposed for this study. Is there any aspect of on- or off-street parking that Planning staff have failed to consider?*

### **NEXT STEPS**

Planning Commission is asked to consider material presented in the staff report and provide staff direction to develop a TDM policy coupled with modifications to parking requirements. Staff intends to bring this item back to Planning Commission in October 2019 for review, and in December 2019 for action.

### **ATTACHMENTS:**

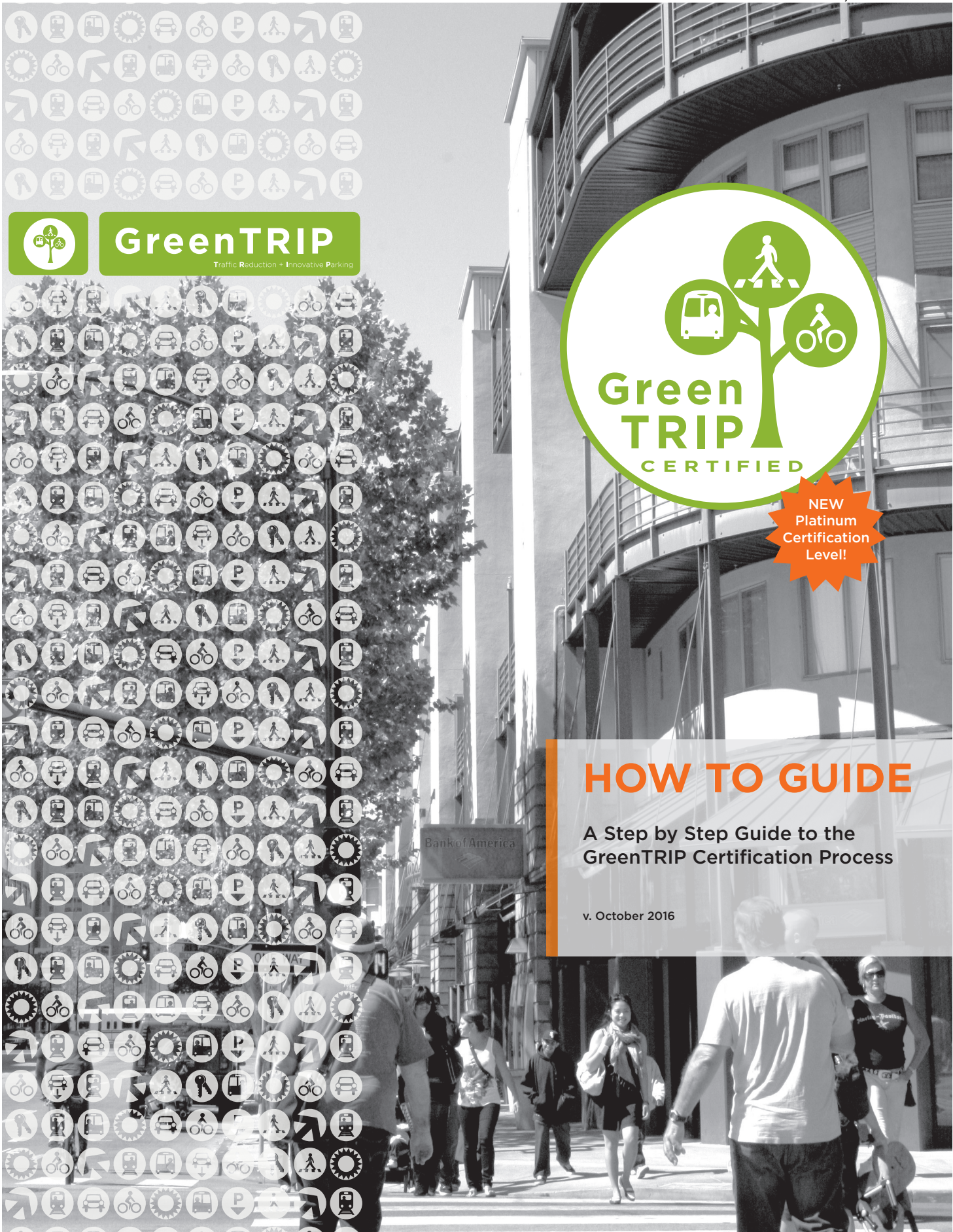
1. Staff Report on Parking Related City Council Referrals
2. San Francisco's TDM Menu of Options

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<sup>9</sup> <http://www.transformca.org/greentrip/connect>







**GreenTRIP**  
Traffic Reduction + Innovative Parking



**NEW  
Platinum  
Certification  
Level!**

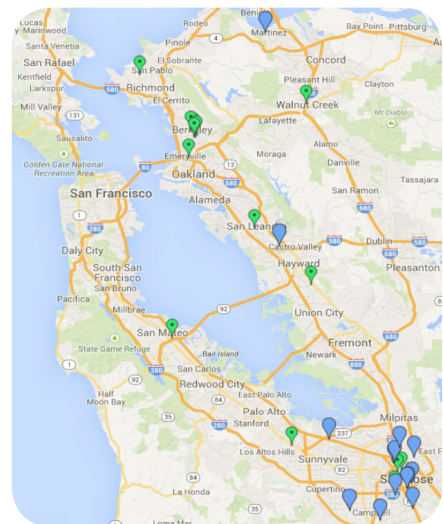
# HOW TO GUIDE

A Step by Step Guide to the  
GreenTRIP Certification Process

v. October 2016

## TABLE OF CONTENTS

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3	Introduction
4	Certification Benefits
5	Minimum Requirements
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MAP OF GREENTRIP CERTIFIED PROJECTS, MARCH 2015



### GREENTRIP CERTIFICATION

GreenTRIP is an innovative program that certifies residential and mixed-use developments that apply strategies to reduce traffic and excessive parking. GreenTRIP staff help applicants find the most appropriate trip reduction strategies, like transit passes and carsharing for residents. GreenTRIP transportation analysis and communication materials are used to explain the benefits, and often to justify reduced parking provisions, to decision makers and the public. GreenTRIP Certification provides market differentiation for the project.

With growing demand for certifications, there are now five GreenTRIP categories.

### GREENTRIP STANDARD CERTIFICATION

Standard certification is the foundation of the program; it has brought great results to over 15 developments. See the GreenTRIP Website to learn more about these projects and their collective impact on reducing driving, GHGs and transportation costs for residents.

### GREENTRIP PLATINUM CERTIFICATION

The Platinum level rewards developers who provide even more innovative transportation choices and support for residents to drive less, own fewer vehicles and save more. With a growing number of regional and state funding programs focused on greenhouse gas reductions, Platinum-certified buildings will have a stronger chance of attracting funding to support innovation and greater levels of affordability.

**ZERO PARKING** Building Certification is for projects that do not have any private vehicle parking (on-site spaces for carsharing are allowed).

\*For both the Platinum and Zero Parking Certification there is no maximum projected driving per household. A maximum projected driving is not needed since the standard thresholds would easily be met, and many of these strategies have not yet been accounted for in the latest transportation models.











**EXISTING** Building Certification is for developers who are already meeting a certification level, or who work with us to add trip reduction strategies so the building can qualify.

**PORTFOLIO** Certification is a new certification for visionary developers whose current portfolio of projects meets GreenTRIP Standards, and who commits that future proposals will as well.

This April 2015 update includes new minimum qualification standards.

This guide provides a detailed explanation of how to qualify for the different certification levels.

## CERTIFICATION BENEFITS

-  Financial savings from fewer parking spaces, and often less time for development review.
-  Expert consultation on the most effective traffic reduction strategies.
-  Public hearing presentation for certified projects.
-  Letter announcing certification to decision makers.
-  Custom GreenTRIP Project Evaluation Report.
-  Improved community support.
-  Greenhouse gas and traffic modeling supporting streamlined CEQA analysis.
-  GreenTRIP certificate and building plaque.
-  Listing on GreenTRIP Certified Projects web page.
-  Notification to TransForm's 11,000+ members.



### MINIMUM ELIGIBILITY REQUIREMENTS

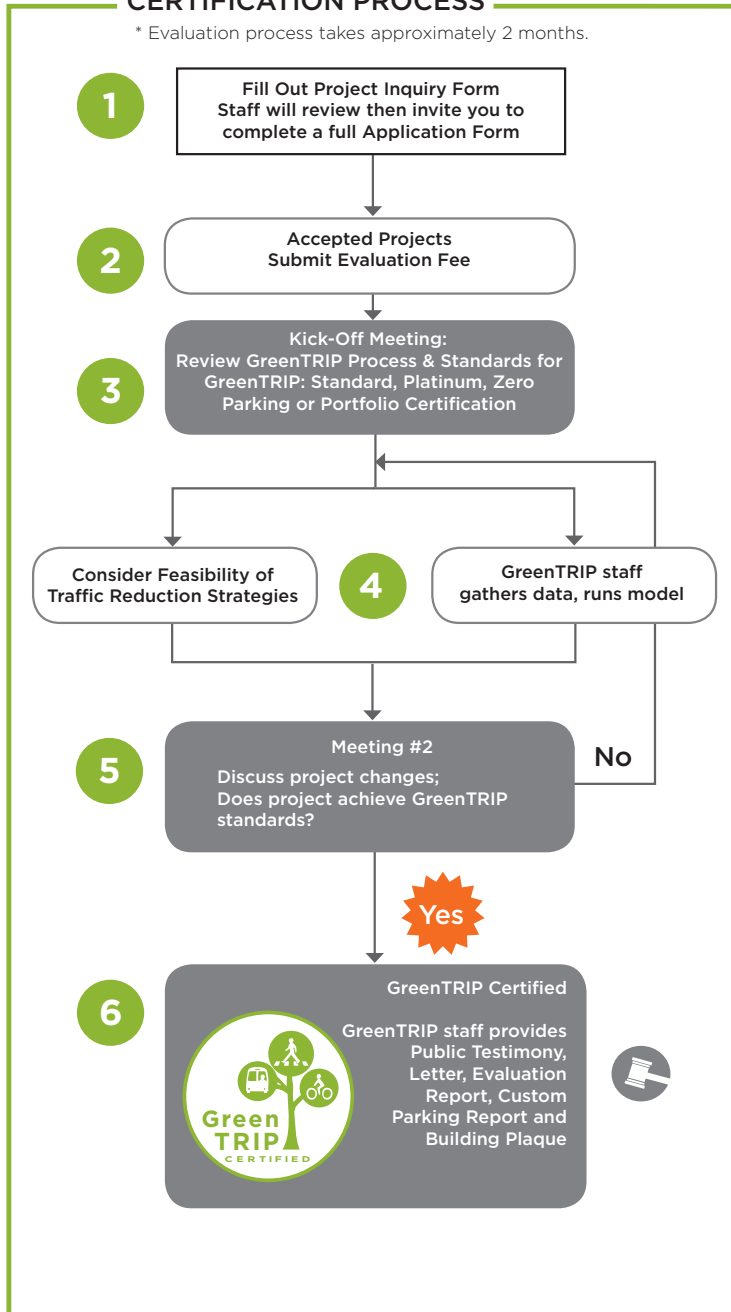
1. Multi-family housing, with some mixed-use
2. Project Density: at least 20 units/acre
3. Maximum single family homes: 20%
4. Within urban growth boundaries
5. Minimum Bike Parking: 1 space per unit, secured and protected
6. Guest Bike Parking: for 20% of units located in a mix of at-grade, secured and on-street locations
7. Annual Monitoring: Transportation & Parking Survey



THE NEW CONTRA COSTA CENTRE AT PLEASANT HILL BART BUILT ON THE OLD BART PARKING LOT IS CONVENIENTLY LOCATED NEAR TRANSIT AND JOBS

### CERTIFICATION PROCESS

\* Evaluation process takes approximately 2 months.





## PLACE TYPES

Communities surrounding proposed projects can be categorized as one of six Place Type categories. GreenTRIP is designed to have a certification standard suitable for each Place Type. Place Type definitions were derived from the Metropolitan Transportation Commission's (MTC) Station Area Planning Manual.

To determine the project Place Type:

1. Review Place Type characteristics in the table to the right. Which of the 6 Place Types best describe the surrounding community?
2. Use the example communities to find the community that most resembles the project neighborhood.
3. TransForm reserves the right to make the final decision on which Place Type applies to the project.
4. Many communities have already identified the Place Type for their Priority Development Area or Station Area Planning Area. In those cases we will try to maintain consistency.  
  
GreenTRIP staff are glad to help provide assistance in identifying the project Place Type.

Place Type (and examples)	PLACE TYPE CHARACTERISTICS			
	STATION AREA TYPE	PRIMARY TRANSIT MODE	LAND USE + DENSITY	RETAIL TYPE
<b>REGIONAL CENTER</b>  Downtown SF, Oakland and San Jose	Primary center of economic and cultural activity.	BART, Light Rail, Streetcar, Bus	High-density mix of residential, commercial, employment, and civic/cultural uses.	Regional-serving destination retail opportunity; need for local-serving retail.
<b>URBAN CENTER</b>  Downtown Hayward, Berkeley and Santa Rosa	Significant center of economic and cultural activity with regional-scale destinations.	BART, Light Rail, Streetcar, Bus	Moderate- to high-density mix of residential, commercial, employment, and civic/cultural uses.	Regional-serving destination retail opportunity; need for local-serving and community local-serving retail.
<b>URBAN NEIGHBORHOOD</b>  Oakland Fruitvale, Mission District - SF, Berkeley Ashby BART	Predominantly residential district with good access to Regional and Sub-Regional Centers.	BART, Light Rail, Streetcar, BRT, Commuter Rail, Bus	Moderate- to high-density, predominantly residential uses with supporting commercial and employment uses.	Primarily local-serving retail opportunity; need for some community-serving retail.
<b>SUB-REGIONAL CENTER</b>  Pleasant Hill BART, Dublin/ Pleasanton BART	Significant center of economic and cultural activity with regional-scale	BART, Light Rail, Streetcar Bus	Moderate- to high-density mix of residential, commercial, employment, and civic/cultural uses.	Regional-serving destination retail opportunity; need for local-serving and community local-serving retail.
<b>TOWN CENTER</b>  Downtown: San Mateo, Petaluma, San Leandro, South Hayward BART	Local center of economic and community activity.	BART, Commuter Rail, Local & Regional Bus Hubs, Ferry	Moderate-density mix of residential, commercial, employment, and civic/cultural uses.	Community-serving and destination retail opportunity for local-serving retail.
<b>NEIGHBORHOOD</b>  Whisman Station - San Jose, Mountain View, Hercules, Sunol-Midtown, Hayward Park Caltrain Station	Predominantly residential district organized around transit station	Light Rail, Streetcar, BRT, Commuter Rail, Ferry, Bus	Low- to moderate-density, predominantly residential uses with supporting commercial and employment uses.	Primarily local-serving retail opportunity.

Adapted from the Metropolitan Transportation Commission's (MTC) Station Area Planning Manual, 2007. <http://ctod.org/pdfs/2007MTCStationAreaPlanningManual.pdf>

BRT = Bus Rapid Transit



## STANDARD CERTIFICATION REQUIREMENTS

 <b>Place Type (and examples)</b>	CERTIFICATION REQUIREMENTS		
	 <b>MAXIMUM PARKING SPACES PER UNIT</b>	 <b>TRAFFIC REDUCTION STRATEGIES</b> -Free Transit Passes -Free Carsharing Memberships -Unbundled Parking*	 <b>MAXIMUM PROJECTED DAILY MILES PER UNIT</b>
<b>REGIONAL CENTER</b>  Downtown SF, Oakland and San Jose	0.75	ALL 3	25 miles
<b>URBAN CENTER</b>  Downtown Hayward, Berkeley and Santa Rosa	1.00	2 of 3	25 miles
<b>URBAN NEIGHBORHOOD</b>  Oakland Fruitvale, Mission District - SF, Berkeley Ashby BART	1.00	2 of 3	25 miles
<b>SUB-REGIONAL CENTER</b>  Pleasant Hill BART, Dublin/Pleasanton BART	1.25	2 of 3	30 miles
<b>TOWN CENTER</b>  Downtown: San Mateo, Petaluma, San Leandro, South Hayward BART	1.50	1 of 3	35 miles
<b>NEIGHBORHOOD</b>  Whisman Station - San Jose, Mountain View, Hercules, Sunol-Midtown, Hayward Park Caltrain Station	1.50	1 of 3	35 miles

\*This requirement may be waived for affordable housing, if the MAX parking spaces per unit is met for that place type, and if federal financing rules prohibit unbundled parking.



## RIGHT SIZED PARKING



### DESCRIPTION

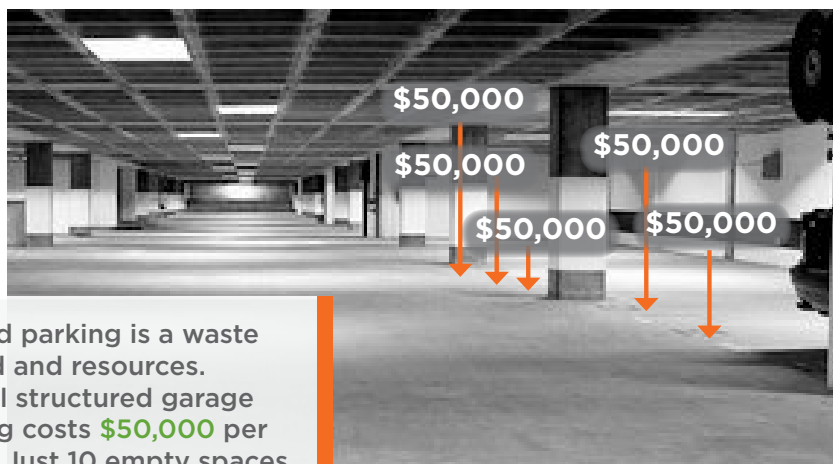
The amount of parking provided and how the spaces are managed has significant impact on the amount of driving. Parking also deeply impacts the cost of development and in many cases can cause development to be infeasible.

### REQUIREMENT

The Parking Ratio is calculated by dividing the total residential parking spaces by the total number units, regardless of size.

Only parking that is dedicated to residential use will be counted. Residential spaces that are shared with commercial or non-residential uses will not be counted.

Guest spaces dedicated to residential use count towards the parking ratio.



Unused parking is a waste of land and resources. Typical structured garage parking costs \$50,000 per space. Just 10 empty spaces is a loss of \$500,000.



## STANDARD CERTIFICATION: TRAFFIC REDUCTION STRATEGIES

Developers choose from three Traffic Reduction Strategies to meet certification.  
 The number of strategies required depends on the Place Type of the proposed project.

	UNBUNDLED PARKING	FREE TRANSIT PASSES	FREE CARSHARE MEMBERSHIPS
DESCRIPTION	<p>The cost of parking is one of the strongest factors effecting driving behavior. When the cost of parking is separated from rent or home purchase price people carefully consider the need for the parking space.</p> <p>Unbundled parking is a flexible system for families needing more parking to pay more and for those who need fewer spaces to pay less.</p>	<p>In most cases, transit passes are less expensive than providing an additional parking space per unit. With the average monthly bus pass ranging from \$40-70 a month, a 50% subsidy would be \$20-35/month.</p> <p>As of July 2010, AC Transit, VTA and SamTrans offer deep-discount (up to 90% off) monthly passes when purchased in bulk.</p>	<p>With a carshare membership, families with two cars can consider selling one car, saving them the cost of ownership without giving up access to a car when needed.</p> <p>The Bay Area has two carshare providers: City CarShare and Zipcar, both with excellent networks of pods for urban residents.</p>
REQUIREMENT	<p>Provide evidence that all parking spaces will be <b>sold or leased separately</b> from the cost of housing.</p> <p>This requirement <b>may be waived for affordable housing</b>, if the MAX parking spaces per unit is met for that place type or if federal financing rules prohibit unbundled parking.</p>	<p>Provide at least a <b>50% discount</b> off the retail price of a monthly pass (Note: the cost is much lower in areas with a bulk discount for transit passes).</p> <p>Provide <b>at least one pass per unit</b> for <b>40 years</b>.</p> <p>Projects served by AC Transit, Caltrain, VTA or SamTrans, or where bulk-discounts for passes are available must provide <b>two passes per unit</b>.</p>	<p>Provide <b>2 free</b> carshare memberships per unit for <b>40 years</b> eliminating cost barriers to participation.</p> <p>Identify existing carshare pod within a <b>1/4 mile</b> of the project or provide a car on-site.</p>



All residents of First Community Housing projects in San Jose get a free VTA Transit Ecopass as long as they live there.



## MAXIMUM DAILY DRIVING PER FAMILY

GreenTRIP uses the Urban Emissions Model, URBEMIS, developed by the California Air Resources Board, to estimate a project's Vehicle Miles Traveled (VMT) per Household (HH). Learn more at <http://www.urbemis.com>.

Developers do not need to know the project's expected daily driving per family when applying. Projects only need to meet the Minimum Criteria for Participation to be eligible for participation.



## URBEMIS TRAFFIC REDUCTION CREDITS

In the evaluation process, GreenTRIP staff will suggest ways to improve the results if initial modeling shows that the project doesn't meet our maximum daily driving per family.

Below is a summary of reduction credits, all of which have an impact on projected driving by future residents.

### PHYSICAL MEASURES

- Net Residential Density
- Mix of Uses - within a half mile
- Local-Serving Retail - within a half mile
- Transit Service: Bus and Rail - within a half mile
- Pedestrian/Bicycle Friendliness - within a half mile

### TRAFFIC REDUCTION MEASURES

- Affordable Housing
- Parking Supply
- Parking Pricing/Cash Out
- Carshare
- Information Kiosks

## PLATINUM CERTIFICATION

The next page shows requirements for meeting GreenTRIP Platinum Certification and compares them to the standard certification requirements.

The **CERTIFICATION REQUIREMENTS SUMMARY TABLE** summarizes total cost of accepted Platinum Strategies and the minimum cost per unit as specified for each place type.

Developers have the flexibility to choose the strategies best suited for their project and location.

Once engaged in the evaluation process, GreenTRIP staff will provide an overview of all possible strategies, pros and cons of each and when available, introductions to service providers.

Total cost estimates of accepted Platinum strategies per unit must meet our stated thresholds.

## CERTIFICATION REQUIREMENTS SUMMARY TABLE



STANDARD

PLATINUM

MAXIMUM PARKING SPACES PER UNIT		
Regional Center	0.75	<b>0.375</b>
Urban Center	1.00	<b>0.5</b>
Urban Neighborhood	1.00	<b>0.5</b>
Sub-Regional Center	1.25	<b>0.625</b>
Town Center	1.50	<b>0.75</b>
Neighborhood	1.50	<b>0.75</b>
REQUIRED TRAFFIC REDUCTION STRATEGIES (TRS)		
Regional Center	ALL 3	<b>2 Standard TRS + HIGH</b>
Urban Center	2 of 3	<b>2 Standard TRS + MEDIUM</b>
Urban Neighborhood	2 of 3	<b>3 Standard TRS + MEDIUM</b>
Sub-Regional Center	2 of 3	<b>3 Standard TRS + MEDIUM</b>
Town Center	1 of 3	<b>3 Standard TRS + LOW</b>
Neighborhood	1 of 3	<b>3 Standard TRS + LOW</b>

Total cost of accepted Platinum Strategies must be within range of the per unit thresholds. This DOES NOT include cost of Standard TRSs.

**HIGH**  
**\$5,001+**

**MEDIUM**  
**\$3,001 - \$5,000**






**LOW**  
**\$1,000 - \$3,000**

## TRAFFIC REDUCTIONS STRATEGY TABLE












This table is our current list of accepted Platinum strategies. For each strategy the description includes an ID, name, type, requirements to meet the standard, cost estimate and example projects where available.

Cost estimates are rough estimates to implement the strategies, based on a 100 unit project. We included up front and annual maintenance or on-going costs adding up to 40 years to meet GreenTRIP Certification. The final project estimate was then divided by 100 units for a per unit cost estimate.














We will work with applicants to obtain a project specific and up-to-date cost estimate from service providers in preparation for certification.

ID	TRAFFIC REDUCTION STRATEGY	TYPE	STANDARD OR PLATINUM	REQUIREMENT	COST ESTIMATES PER UNIT*	EXAMPLES (PRODUCTS/ LOCATIONS)
1	Free Transit Passes	 Transit Subsidy	S	Two (2) free annual transit passes per unit for 40 years. For areas where bulk pass program exists: AC Transit, VTA, SamTrans, Caltrain	\$9,600	Most GreenTRIP certified projects, (Gish Apartments, San Jose, FCH)
1.1	Discounted Transit Passes	 Transit Subsidy	S	Provide at least a 50% discount off the retail price of a regular monthly bus or transit pass. One (1) pass per unit for 40 years. For areas without a bulk discount for transit passes.	\$19,200	
2	Carshare: Free Household or Individual Memberships	 Carsharing Subsidy	S	Provide 2 free carshare memberships per unit for 40 years. Identify existing carshare pod within a 1/4 mile of the project or provide on-site.	\$3,000	Riviera Family Apartments, Walnut Creek, RCD
2.1	Developer Provided Peer2Peer Carshare	 Carsharing Subsidy	S	Requires a driving credit equivalent to Zip/CCS membership cost, if qualifying for GreenTRIP Classic standard. Assuming that Peer2Peer network membership is free. Otherwise cover the cost of membership as described above.	\$3,300	Garden Village, Berkeley, Nautilus Group
2.2	Resident Provided Peer2Peer Carshare	 Carsharing Subsidy	S/P	Provide P2P \$100 annual driving credit per unit, can be in addition to providing carsharing membership to non-P2P carsharing providers.	\$5,520	
3	100% Unbundled Parking	 Pricing Parking Management	S	Charge the cost of parking separately from rent. Provide clear signage, resident info and enforcement.	Potential Revenue depending on cost per space.	The Overture, Berkeley, Rhoades Planning Group (consultant)
4	Clipper Card Cash	 Transit Subsidy	P	Provide Auto-Load Clipper Cash \$100 per unit per year as incentive to use transit.	\$5,500	The Overture, Berkeley, Rhoades Planning Group (consultant)
5	Shuttle Service	 More Transit	P	Provide a shuttle to regional transit hub and local destinations at least 4x a day, if located further than a 10 minute walk of rail transit. Could be much lower cost without purchasing vehicles through participation in a TMA (transportation management authority)	\$8,570	EmeryGoRound Shuttles, Mission Bay TMA, San Francisco

\*Costs can vary from table estimates.

ID	TRAFFIC REDUCTION STRATEGY	TYPE	STANDARD OR PLATINUM	STANDARD	COST ESTIMATES PER UNIT*	EXAMPLES (PRODUCTS/ LOCATIONS)
7	Contribution to Bike Infrastructure and Streetscape Improvements	 Bike/Ped Upgrades	P	Voluntarily contribute towards closing bike/ped network gaps from site to local destinations that are above minimum existing requirements. Improvements cannot be 100% on site.	Wide range of costs, depends on project	Cost of Pedestrian and Bicyclist Infrastructure Improvements (2013 Report)
8	Bulk Transit Passes to Neighbors	 Transit Subsidy	P	For projects already providing bulk transit passes. Provide additional passes to neighboring property owners within 5-minute walking radius of the closest transit stop. <i>First 5 years only.</i>	\$300	
9	Transit Shelters	 Transit Subsidy	P	Provide a transit shelter for the closest bus stop.	\$470	
10	Travel Concierge	 Transportation Information	P	Travel concierge service training and job duties required for onsite property managers for projects that have onsite staff. Provide knowledgeable guidance on transportation options available within a 10 minute walk of the site.	\$325	
11	Marketing & Education for Residents	  Transportation Information	P	Units marketed towards residents looking for car-free housing. Standardized marketing of transportation, household savings benefits of reduced parking and transit amenities. Provide custom housing and transportation cost comparison reports for future residents. Hold annual transportation fairs or local travel choice tours for residents to get oriented and learn new ways to easily get around. Invite service providers on site to market directly to residents.	\$325	AC Transit Easy Pass, Park Alameda User Guide
12	Transit Info Screen	 Real-Time Arrivals	P	Digital travel concierge directory customized to address location with local transit maps of key destinations accessible by transit/bike/walk.	\$430	TransitScreen (Park Merced, San Francisco), Four Winds Interactive
13	Smart Walk	 Transportation Information	P	Can be projected onto sidewalk from any location. Digital travel concierge directory customized to address location with local transit maps of key destinations accessible by transit/bike/walk.	\$580	SmartWalk near Berkeley BART Station
14	Annual Resident Savings, Health and Climate Benefit Report	   Transportation Information	P	Provide Annual Reports on transit, multi-modal trips, GHG and cost savings for building over-all. Use estimates from annual resident surveys, transit pass or other available data.	\$325	

\*Costs can vary from table estimates.

ID	TRAFFIC REDUCTION STRATEGY	TYPE	STANDARD OR PLATINUM	STANDARD	COST ESTIMATES PER UNIT*	EXAMPLES (PRODUCTS/ LOCATIONS)
15	Bike Parking Areas or Rooms on each floor of multistory buildings		P	Provide secured, weather protected bicycle parking rooms/areas. Bike parking in locked resident only locations next to building entries on each floor next to the elevators.	\$600	Dero Bike Racks, Saris Bike Racks, Urban Racks
		Bike Parking				
16	In-Unit Bike Storage		P	Providing space in each unit for bike storage: Configured as hooks with designated floor space, durable surfaces bicycle storage.	\$450	Garden Village Berkeley, Nautilus Group Public Bikes Gravity Stand, Racor Bike Storage
		Bike Parking				
17	BikeLink Card - Regional Locker and Bike Station Network		P	\$20 Bike Link Card per unit for bike lockers around the region.	\$800	Garden Village, Berkeley, Nautilus Group
		Bike Parking				
18	Bike Share Station Onsite		P	Provide a bike share pod on site with one bike per 20 residents if project is located within 1 mile of an existing or planned bikeshare pod.	\$950	Bay Area Bike Share
		Bike-Sharing				
19	Bike Share Memberships		P	When network is up and running provide free membership to the regional network. Cover membership and registration but not individual use over time.	\$880	
		Bike-Sharing				
20	Pedestrian Trunk (Grocery Cart)		P	Provide one pedestrian trunk per unit: streamline durable and functional roller carts that allow for easy carfree movement of large items like groceries and stuff. Print with name of development.	\$330	Garden Village, Berkeley, Nautilus Group
		Pedestrian Amenity				
21	Travel Choice Amenity Kit	     	P	Resident Transportation Kit with GreenTRIP Logo & Property Name / Logo. High quality, durable, locally made where possible. Sample Contents: water bottle, grocery bag, hat, umbrella, transit pass holder, discounts to local shoe and bike shops, pocket sized waterproof spider maps of local destinations and walking/biking distances, guide to mobile, transit/travel apps. Spider maps show destinations but not actual travel distance to scale.	\$560	
		Pedestrian Amenity				
22	Shared Cargo Bike		P	Provide one electric assist cargo bike for every 100 units in secured common space.	\$500	Metrofiets Cargo Bikes
		Bike-Sharing				
23	Shared Electric Bikes		P	Provide electric bikes for residents to check-out using credit card identification. 1 bike per 50 units.	\$315	City CarShare's eBikeShare Pilot Program
		Bike-Sharing				

\*Costs can vary from table estimates.

### HOW TO APPLY

1. Complete GreenTRIP Certification Inquiry Form Online at [www.GreenTRIP.org](http://www.GreenTRIP.org).
2. The GreenTRIP team will review your Inquiry Form. Accepted projects will then complete a full Application Form.
3. Once the Application Form is complete GreenTRIP will send an invoice for the Certification fee.

### CERTIFICATION FEE

Payment must be received before scheduling Kick-Off Meeting.

### AFFORDABLE VS. MARKET RATE FEES

The fees for an affordable housing project are 50% less than a market rate project.

Projects with both affordable and market rate homes are eligible for the affordable housing discount at if at least 30% of the units are affordable to households earning 80% or less of the area median income.

### NEXT STEPS AFTER APPLICATION:

Once we've received the Certification fee, we will set up a Kick-Off Meeting with your project team to explain the certification process, standards and share successful examples of projects currently using these strategies.

### CERTIFICATION FEE STRUCTURE

Certification fees range from \$4,000 to \$20,000 and are determined by the project's size and percentage of affordable units. Please contact Nina Rizzo at [NRizzo@TransFormCA.org](mailto:NRizzo@TransFormCA.org) or 510.740.3150 x 340 for the most current rates.

#### CONTACT US

**Nina Rizzo, GreenTRIP Planner**  
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**Senior Program Manager**  
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TDM MENU OF OPTIONS

Category	Measure	Points
ACTIVE-1	<b>Improve Walking Conditions: Option A - D</b> Provide streetscape improvements to encourage walking.	● 1
ACTIVE-2	<b>Bicycle Parking: Options A - D</b> Provide secure bicycle parking, more spaces given more points.	●●●● 1 - 4
ACTIVE-3	<b>Showers and Lockers</b>	● 1
ACTIVE-4	<b>Bike Share Membership: Locations A - B</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	<b>Bicycle Repair Station</b>	● 1
ACTIVE-5B	<b>Bicycle Maintenance Services</b>	● 1
ACTIVE-6	<b>Fleet of Bicycles</b>	● 1
ACTIVE-7	<b>Bicycle Valet Parking</b>	● 1
CSHARE-1	<b>Car-share Parking and Membership: Options A - E</b>	●●●●● 1 - 5
DELIVERY-1	<b>Delivery Supportive Amenities</b>	● 1
DELIVERY-2	<b>Provide Delivery Services</b>	● 1
FAMILY-1	<b>Family TDM Amenities: Options A - B</b>	●● 1
FAMILY-2	<b>On-site Childcare</b>	●● 2
FAMILY-3	<b>Family TDM Package</b>	●● 2
HOV-1	<b>Contributions or Incentives for Sustainable Transportation: Options A - D</b>	●●●●●●●● 2 - 8
HOV-2	<b>Shuttle Bus Service: Options A - B</b>	●●●●●●●●●●●●●● 7 - 14
HOV-3	<b>Vanpool Program: Options A - G</b>	●●●●●●●● 1 - 7
INFO-1	<b>Multimodal Wayfinding Signage</b>	● 1
INFO-2	<b>Real Time Transportation Information Displays</b>	● 1
INFO-3	<b>Tailored Transportation Marketing Services: Options A - D</b>	●●●● 1 - 4
LU-1	<b>Healthy Food Retail in Underserved Area</b>	●● 2
LU-2	<b>On-site Affordable Housing: Options A - D</b>	●●●● 1 - 4
PKG-1	<b>Unbundle Parking: Locations A - E</b>	●●●●● 1 - 5
PKG-2	<b>Short Term Daily Parking Provision</b>	●● 2
PKG-3	<b>Parking Cash Out: Non-residential Tenants</b>	●● 2
PKG-4	<b>Parking Supply: Option A - K</b>	●●●●●●●●●●●● 1 - 11

NOTES:  
 A project sponsor can only receive up to 14 points between HOV-2 and HOV-3.

One point may be equal to a 1% reduction in VMT.





WORKING DOCUMENT





Grouping Description (Approach/Status/Sequencing)	Referral	Rank		Look Up (Row # in PC Referral Table)	Staff Lead	2020												2021											
		RRV	HAP			O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S
H <u>Long Range // Special Projects</u>	Zoning Ordinance Revision Project	started		9	Justin Horner	sc		sc		WS	pc		ph		cc	phase 2													
	PDA verifications/establishment	---	---	---	Alene Pearson			cc																					
	SB-2 Funding Application	----		----	Alene Pearson		cc																						
	Tracking // Addressing 2019 State Leg	----		----	Katrina Lapira																								
	North Berkeley BART // AB 2923	----		48	Alisa Shen																								
	WB Service Center	NR	---	49																									
	Gentrification/Displacement Research	1	---	47	HAC																								
	Guide Development on San Pablo	6		5																									
	Opportunity Zone Overlay (OED lead)	NR		50																									
	Civer Center Plan (OED lead)	37	---	---																									
	Pacific Steel Visioning	----	---	---																									
	UC Berkeley LRDP (City Attorney lead)	----	---	---																									
	Berkeley Marina Master Plan (PRW lead)	----	---	---																									
	Berkeley Transfer Station (PW lead)	----	---	---																									
I <u>Accessory Dwelling Units (ADUs)</u>	ADU Wildland Urban Interface (Fire lead)	FIRE started		36																									
	Junior-ADUs (JADUs)	8		15																									
	Consider ADA in ADUs	18		33																									
	House the Homeless via ADUs	59		25																									
	ADU Ordinnace Updates (Round 2)	----		----																									
J <u>Zoning Ordinance Amendments (ZOAs) for Businesses</u>	Home Occupations	started		1	Paola Boylan																								
	ZOAs to Support Businesses Part 2	OED started		---																									
	Development Agreements	10		37																									
	Beer and Wine in the M-District	46		42																									
K <u>Miscellaneous</u>	Toxic Remediation Regulations	started		2	Paola Boylan																								
	Green Stormwater Reqmts	CEAC started		6																									
	Urban Forestry Ordinance	15		43																									
	Lower discretion for internal remodeling	42		26																									
	Air Pollution Performance Standards	49		18																									

ABBREVIATIONS

ADA = Americans with Disabilities Act  
 AHMF = Affordable Housing Mitigation Fee  
 CanComm = Cannabis Commission  
 CA = City Attorney  
 cc = City Council  
 EIR = Environmental Impact Report  
 GF = groundfloor  
 HAA = Housing Accountability Act  
 HAP = Housing Action Plan  
 HTF = Housing Trust Fund  
 IHO = Inclusionary Housing Ordinance

jsis/JSISHL = Joint Subcommittee for Implementation of State Housing Laws  
 LLA = Lot-line adjustment  
 MSHN = More Student Housing Now  
 NR = not ranked  
 pc = Planning Commission  
 PDA = Priority Development Area  
 ph = public hearing  
 RFP = Request for Proposals  
 RRV = Reweighted Range Voting  
 sc = Sub Committee of the Planning Commission  
 SS = Southside  
 ST = Short Term Referral  
 TDM = Transportation Demand Management  
 wg = working group  
 ws = work session  
 ZORP = Zoning Ordinance Revision Project

LEGEND

 active  
 next up  
 started, not active  
 not active

## REFERRAL TRACKING, Planning Dept.

Updated 6/25/19

#	Open general referrals from Council	Original Sponsor	RRV?	Background	Planning Division	Notes
1	Classify Home Occupation Activities receiving five or fewer visits per year as "Moderate Impact"	CM Maio	started	<a href="#">Referral from 12/6/11.</a>	LUP	
2	Amend Zoning Code to facilitate remediation of toxic conditions in manufacturing districts	CMs Moore and Wozniak	started	<a href="#">Referral from 5/1/12.</a>	LUP	
3	Give Zoning discretion to deny new permits to individuals with outstanding code violations at other Berkeley sites	HAC	52	<a href="#">Referral from 9/9/14.</a>	LUP, BSD	
4	Referral to PlanComm to amend Zoning Ord to expand Medical Cannabis Cultivation beyond the M District	MCC	started	<a href="#">Referral from 11/18/14.</a>	LUP	
5	Initiate an area planning process with community outreach re future development on San Pablo Ave.	CMs Moore and Maio	6	<a href="#">Referral from 7/14/15.</a>	LUP	
6	Referral to City Manager, PlanComm, CEAC to consider requiring Green Storm water Infrastructure systems on all new large residential and commercial developments	CM Arreguin	started	<a href="#">Referral from 9/15/15.</a>	LUP, TMD	
7	"Green Affordable Housing": Consider revisions to parking requirements and project approval processes	CM Droste	started	<a href="#">Referral from 10/27/15.</a>	LUP	
8	Referral to streamline permit process for housing projects which include > 50% affordable units (and other conditions)	CM Worthington	started	<a href="#">Referral from 1/19/16</a>	LUP	
9	Changes to Zoning Ordinance and other practices to improve Land Use Permit process	PDD--C.Johnson	started	<a href="#">Direction from Council per staff request 1/26/16.</a>	LUP	
10	Referral to PlanComm, CEAC, Energy Comm to create Citywide Green Devt standards by extending C-DMU Green Building reqmts to all commercial districts	CM Arreguin	started	<a href="#">Referral from 4/26/16.</a>	LUP, TMD, OESD	
11	Referral to City Manager to develop Community Benefits, in association with changes made to Floor Area Ratio, in Telegraph Commercial District dev't standards	CM Worthington	started	<a href="#">Referral from 7/12/16. Clerk tracks to 12/1/15 referral on same thing</a>	LUP	
12	Improve customer service in PSC, including web-based solutions, better materials, case management for apps, etc	CM Arreguin	started	<a href="#">Referral from 7/19/16.</a>	BSD	
13	CM, Energy Comm to develop "Deep Green" building policies for energy efficiency, sustainable building	Mayor Arreguin	started	<a href="#">Referral from 2/28/17.</a>	OESD	
14	Referral to Planning Comm to amend Zoning Ord to allow non-commercial ground floor uses	CM Worthington	started	<a href="#">Referral from 4/4/17. Duplicate of previous referral from CM Wengraf 1/20/15.</a>	LUP	
15	Referral to Planning Comm to draft an Ordinance to allow "Junior ADUs"	CM Wengraf	8	<a href="#">Referral from 5/2/17.</a>	LUP	
16	Refer to PlanComm, HAC, CM: Create pilot program for a City Density Bonus in Telegraph Commercial district, to generate in-lieu fees to use to build housing. Consider feasibility of requiring one FT apprentice for every \$3M construction costs.	CMs Worthington and Bartlett	started	<a href="#">Referral from 5/30/17</a>	LUP	
17	Referral to City Manager and EnergyComm to develop an Ord requiring EV charging infrastructure (as defined) on all new buildings	CM Bartlett	34	<a href="#">Referral from 6/13/17.</a>	OESD	
18	Referral to PlanComm to consider new Standard Condition of Approval to mitigate effects from outdoor air pollution on Indoor Air Quality	CEAC	49	<a href="#">Referral from 7/11/17.</a>	LUP	
19	Referral to CM-PC-ZAB-DRC: From HOUSING ACCT ACT item, Revise General Plan and Zoning Ord to add written standards re: 1. Density by parcel; 2. Healthy/safety detriments; 3. Design review; and 4. View/shadow impacts	Mayor Arreguin	started	<a href="#">Referral from 7/11/17.</a>	LUP	
20	Referral to City Manager and Plan Comm to create a zoning overlay for Adeline Corridor area, with regulations to be adopted for purposes of setting processes to reach Community Benefits Agreements	CM Bartlett	started	<a href="#">Referral from 7/25/17.</a>	LUP	
21	Return with Ord to waive mitigation/impact fees for Housing Trust fund projects, analyze other poss fee waivers, and send letter to BUSD encouraging same with its fees	CM Hahn	started	<a href="#">Referral from 9/12/17.</a>	LUP	
22	Referral to CEAC and City Manager to consider ordinance banning idling of vehicle engines	CM Bartlett	started	<a href="#">Referral from 9/12/17.</a>	TMD	
23	Referral to CityMgr and PlanComm to amend Zoning Ord to facilitate Student Housing by increase=ing max height by 20' and adjust FAR in area bounded by Bancroft, College, Dwight and Fulton	CM Worthington	started	<a href="#">Referral from 10/31/17.</a>	LUP	
24	Refer to CM and PlanComm to amend ZO to allow ministerial approval of Zoning-Complaint Housing which gets Housing trust Funds or is >50% BMR	CM Droste	started	<a href="#">Referral from 12/5/17</a>	LUP	
25	Refer to CM and HAC to create a 2nd Dwelling Unit/ADU Pilot program to house homeless	CM Bartlett	59	<a href="#">Referral from 12/5/17.</a>	LUP	
26	Refer to PlannComm allowing certain internal remodeling activities with an AUP, rather than a UP, when existing non-conforming max lot coverage would not be increased	CM Maio	42	<a href="#">Referral from 2/27/18.</a>	LUP	
27	Refer to Energy Comm to develop strategies and Draft EV Plan to encourage greater EV usage	CM Wengraf	started	<a href="#">Referral from 3/13/18.</a>	OESD	
28	Referral to CEAC to assess capacity to join outreach program re harmful plastic microfibers; staff to write letter to EBMUD reporting out CEAC info and asking re water sourcing, copy letter to Council as	CM Harrison	Comm	<a href="#">Referral from 4/24/18</a>	TMD	
29	Refer to staff to develop policies to incentivize residential energy efficiency and electrification, in support of CAP goals. \$50K also referred to budget process to support this work (Clerk: "Partial response Deep Green")	EnergyComm	started	<a href="#">Referral from 4/24/18; see also annotated agenda</a>	OESD	
30	Refer to CM and PlanComm to consider allowing 4 temporary Zoning amends, to allow conversion of commercial space to residential uses, in area bounded by College, Fulton, Bancroft, and Dwight	CM Worthington	started	<a href="#">Referral from 5/1/18; see also annotated agenda</a>	LUP	
31	Refer to the Energy Comm and Transportation Comm steps to make Berkeley a Fossil Fuel Free City (see numerous details)	CM Davila	Comm	<a href="#">Referral from 6/12/18; see annotated agenda for details</a>	OESD	
32	Refer to Energy Comm to study and report back on making Berkeley a "Carbon Sink" (under item declaring Climate Emergency)	CM Davila	Comm	<a href="#">Referral from 6/12/18; see annotated agenda for details</a>	OESD	
33	Request for Council to include input from disability community and others regarding ADU accessibility requirements before next ADU Ord revisions	Disability Comm	18	<a href="#">Referral from 9/13/18.</a>	LUP	

## REFERRAL TRACKING, Planning Dept.

Updated 6/25/19

34	Referral to Planning Comm to consider revising Zoning Ord Secs 23C and 23E to make inclusionary housing requirements for Live/Work units consistent with other unit types	CM Harrison	33	<a href="#">Referral from 9/13/18.</a>	LUP	
35	Referral to PlanComm to consider changes to Zoning and Mini-Dorms Ords to give flexibility for conversion of accessory buildings to home office uses in some cases	CM Wengraf	***	<a href="#">Referral from 9/13/18; also see supplemental memo.</a>	LUP	
36	Refer to PlannComm additional revisions to ADU Ordinance. Includes piece on fire safety issues with ADUs in Hillside Zones	CM Hahn	30	<a href="#">Referral from 9/13/18; also see amendments per annotated agenda.</a>	LUP	
37	Refer to City Manager and PlanComm to update BMC Chapter 22.16 re Development Agreements, to maximize community benefits and comply with State law	Mayor Arreguin	10	<a href="#">Referral from 10/30/18.</a>	LUP	
38	Referral to City Manager to encourage long-term tenant stability by reducing the Affordable Housing Mitigation Fee rate in particular circumstances related to conversion to tenant ownership	CM Maio	24	<a href="#">Referral from 11/27/18. See also annotated agenda.</a>	LUP	
39	Draft Ordinance amending BMC 7.52, to reduce tax on qualifying electrification, energy efficiency, or water conservation retrofits	CM Harrison	5	<a href="#">Referral from 11/27/18.</a>	OESD	
40	City Manager and Planning Dept to promptly move forward with parts of More Student Housing Now reso and SB 1227 implementation	CM Worthington	started	<a href="#">Referral from 11/27/18.</a>	LUP	
41	City Manager to consider adding condition to Zoning Board-approved permits to highlight Pay Transparency requirements	CM Worthington	26	<a href="#">Referral from 11/27/18.</a>	LUP; FYI BSD	
42	City Manager and Planning Comm to consider ZO amendments re beer and wine sales in M District	Council	46	<a href="#">Referral from 12/4/18 within action adopting Small Biz ZO amends (see annotated agenda)</a>	LUP	
43	Six month referral to PlanComm to draft an "Urban Forestry Ord" requiring projects above certain size to plant trees	CM Davila	15	<a href="#">Referral from 12/11/18.</a>	LUP	
44	Referral to PlanComm to consider protecting Live-Work spaces to cannabis uses, per Civic Arts Comm concerns	Civic Arts Comm	***	<a href="#">Referral from 4/2/19, under larger cannabis item; see annotated agenda</a>	LUP	
45	Refer to CM, PlanComm, HAC to consider changes to Affordable Housing Mitigation fee, including per-square-foot calcs	CM Robinson	4	<a href="#">Referral from 4/23/19</a>	LUP	
46	Refer to CM to analyze and report back on possible ZO changes to foster alternative housing types under a "Missing Middle Initiative"	CM Droste	2	<a href="#">Referral from 4/23/19; see annotated agenda for full direction.</a>	LUP	
47	Refer to PlanComm and HAC to recommend policies to prevent displacement of persons of color, including holding public workshops	CM Davila	1	<a href="#">Referral from 4/30/19</a>	LUP	
48	Direct City Manager to work with BART on MOU for development of No. Berkeley BART site. Refer to PlanComm to study zoning for site and conceptual dev't scenarios	Mayor Arreguin	***	<a href="#">Referral from 5/9/19; see annotated agenda for full direction</a>	LUP	
49	City Mgr to analyze dev't scenarios for using West Berkeley Service Center site for senior housing. PlanComm to consider mods to underlying zoning, possible overlay, to maximize production of senior housing	Mayor Arreguin	***	<a href="#">Referral from 5/23/19.</a>	LUP	
50	Refer to City Manager and PlannComm creation of one or more Zoning Overlays to protect residents in Opportunity Zones from displacement/gentrification	CM Bartlett; FYI LUP	***	<a href="#">Referral from 6/11/19</a>	LUP	

**Ranking legend:**

- **##s** are rankings per most recent Council RRV, 6-11-2019
- **"started"** is a referral on which substantive work began before last Council RRV, thus not subject to re-ranking
- **\*\*\*\*\*** are unranked referrals, adopted after the last RRV date

## Housing Action Plan referrals

Updated 2/20/18

	Referrals from Housing Action Plan	Primary City Dept*	HAP Rank	Planning Division
HAP 1	Develop a Small Sites Program to assist non-profits in acquiring multi-unit properties of 25 units or less. Consider giving priority to the creation of limited and non-equity cooperatives affiliated with a democratic community land trust. Consider	HHCS	High	
HAP 2	Develop an ordinance modeled after Washington D.C.'s Tenant Opportunity to Purchase Act (TOPA) that offers existing tenants in multi-unit properties of three units or more the first right of refusal when property owners place rental property on	HHCS	High	
HAP 3	A) Draft an ordinance creating a pilot Density Bonus policy for the Telegraph Commercial District to grant additional density for projects in the Telegraph area which pay Affordable Housing Fees in lieu of units on-site. B) Study the creation of a new City Density Bonus plan to allow developers of multi-family housing to add	Planning	High	LUP
HAP 4	Examine and eliminate barriers to developing student housing and senior housing.	HHCS	High	
HAP 5	Create specific per acre density standards, including standards for projects that include density bonus units.	Planning	High	LUP
HAP 6	Develop enforcement tools for Short-Term Rental Ordinance and Section 8 Non-Discrimination Ordinance (BMC Chapter 13.31, "Discrimination based on source of income prohibited"). Request that the City Manager direct staff to draft a fine	Planning	High	LUP
HAP 7	Refer to the City Manager and Planning Commission, and/or Housing Advisory Commission an ordinance to clarify existing preferences in allocating City affordable housing units to Berkeley residents living within 1/2 mile of any new	City Atty	High	
HAP 8	Increase commercial linkage fee by California Construction Cost Index CCCI.	Planning	High	LUP
HAP 9	Identify Parcels of City owned land appropriate for siting assisted-living modular micro-unit buildings; take affirmative steps to speed the permitting and approvals process; obtain zoning approval and a building permit and approvals process for	HHCS	High	
HAP 10	Utilize list of city properties developed by city staff and further examine opportunities for placing affordable housing on these sites.	HHCS	High	
HAP 11	Investigate the feasibility of developing workforce housing, in conjunction with Berkeley Unified School District, for teachers and other school district employees. The investigation should include research into what other California jurisdictions	PRW	High	
HAP 12	a) Streamline the Affordable Housing Permitting process for Projects with majority of Affordable Housing (50% affordable units or more, Worthington referral 1/19/16); b) Remove Structural barriers to Affordable Housing (Green Affordable Housing	Planning	High	BSD, LUP
HAP 13	Examine and eliminate barriers to building and renting Accessory Dwelling Units.	Planning	High	LUP
HAP 14	Develop Measure U1 Priorities and Implementation Criteria. Include consideration of ability to leverage funds and placing a measure on the November 2018 ballot to allow possible bonding against revenues.	Finance, City Mgr	High	
HAP 15	Establish a City maintained online resource that would provide a brief overview of the history and purpose of Below Market Rate (BMR) units, a current list of all buildings that contain BMR units and the characteristics of the units, the percent of	HHCS	High	
HAP 16	Impose fees when multifamily properties are destroyed due to fault of property owner (Demolition ordinance, RHSP, Relocation fees, fines).	Planning	Medium	
HAP 17	Green Affordable Housing Package policy #1: Prioritize housing over parking in new developments. Reduce parking in R-4.	Planning	Medium	LUP
HAP 18	Amend Zoning code to allow housing and other non-commercial uses on the ground floor.	Planning	Medium	LUP
HAP 19	To encourage landlords to accept Section 8 and Shelter + Care vouchers study a program that is intended to encourage rehabilitation of substandard units that could be leased to recipients of Section 8 and Shelter + Care vouchers. Possible	HHCS	Medium	
HAP 20	Collaborate with Berkeley Housing Authority Board to invest capital funds from sale of the public housing for more affordable housing (Longer term referral).	HHCS	Medium	
HAP 21	To encourage landlords to accept Section 8 and Shelter + Care vouchers: identify organizations who can support financial literacy and management for Section 8 tenants, including establishing bank accounts with direct deposit to Landlords.	HHCS	Medium	
HAP 22	Establish Office of Anti-Displacement, and hire Anti-Displacement Advocate (non-city funded position).	Non-profit TBD	Medium	
HAP 23	Provide housing counseling and legal services for Berkeley's low-income, elderly or disabled distressed homeowners.	City Council	Medium	