



**Board Report**

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**Agenda Number:** 20.

**REVISED**  
**PLANNING AND PROGRAMMING COMMITTEE**  
**APRIL 19, 2017**

**SUBJECT: TRANSIT ORIENTED DEVELOPMENT PLANNING GRANT PROGRAM**

**ACTION: APPROVE RECOMMENDATIONS AND ROUND 5 PROGRAM GUIDELINES**

**RECOMMENDATION**

CONSIDER:

- A. APPROVING release of **Round 5 of the Transit Oriented Development (TOD) Planning Grant Program**, offering an amount not to exceed \$3,100,000;
- B. APPROVING the Round 5 TOD Planning Grant Program Guidelines (Attachment A), which include the Transit Supportive Planning Toolkit and the creation of the Transit Oriented Communities Tax Increment Financing Pilot Program; and
- C. ADOPTING AND CERTIFYING the Strategic Growth Council Final Grant Report as accurate.

**ISSUE**

Staff is recommending a series of actions that will lead to release of the fifth round of the TOD Planning Grant Program (Program) in an amount not to exceed \$3,100,000, the remainder of the funds programmed for this initiative. The Program supports Los Angeles County municipalities in the adoption of transit-supportive regulatory plans. Round 5 continues the funding of transformative land use regulations and proposes to include creation of the Transit Oriented Communities Tax Increment Financing Pilot (TOC TIF Pilot) Program, which will fund feasibility studies for eligible cities and/or the County to consider tax increment financing districts around transit stations.

**DISCUSSION**

Metro developed the TOD Planning Grant Program in 2011 to spur the adoption of regulatory planning documents that remove barriers to transit-supportive planning. Since then, Metro has funded 35 projects in 29 cities and the County of Los Angeles, totaling \$21.6 million dollars.

**Round 5**

Funding for Round 5 would be available to the County of Los Angeles and all cities with land use

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regulatory jurisdiction within a one-half mile of Metrolink, Metro Rail, or Metro Transitway/Bus Rapid Transit stations and adjacent transit corridors. The Program will fund two types of activities:

1. Using the newly created Transit Supportive Planning Toolkit (Toolkit) as the guiding framework, continue to fund the development of regulatory documents that result in the elimination of regulatory constraints to transit-supportive planning. These activities include, but are not limited to, new or amended specific plans, ordinances, overlay zones or general plan amendments; transit village development districts; and environmental studies required for adopting the new or amended regulatory documents.
2. Through the new TOC TIF Pilot Program, fund initial feasibility analyses for formation of tax increment financing (TIF) districts in areas around transit stations that have transit-supportive regulatory documents in place or under development.

The Program has \$3.1 million remaining in funding; this remaining funding will be allocated to Round 5. The Program does not require local matching funds.

#### Round 5 Program Guidelines - Attachment A

Over the last six years, grantees in Rounds 1-4 have requested examples of good plans, best practices and parameters to support their efforts. In response to that need, Metro secured a grant from the Strategic Growth Council (SGC) and over the course of two years, Metro, supported by Global Green (as the strategic advisor) and IBI Group (lead consultant), developed the Toolkit.

The Toolkit is an online research-based resource rich with tools, best practices, and locally relevant case studies. The Toolkit is grounded in 10 characteristics of transit-supportive places that together create environments that lead to a reduction in vehicle miles travelled and increase in transit ridership. To support the development and adoption of holistic plans that meet Metro and State sustainability goals, the Guidelines have been revised to incorporate the Toolkit as a central tenet of transit-supportive planning work funded by the Program.

Staff also recommends an amendment to Section IX, Deobligation Process, to allow staff to informally approve administrative time extensions for a period of up to 6 months if a grantee can meet the conditions outlined in the Administrative Extensions section of the Program Guidelines. Informal administrative approval will be granted via a signed letter from the Metro Project Manager, with concurrence of the Senior Executive Officer.

Typically, time extensions are requested due to unforeseen community concerns that require grantees to undertake additional stakeholder engagement and/or additional studies. Allowing for administrative time extensions, with just cause, will allow for more efficient and expeditious project implementation. Time extension requests that extend beyond the 6-month period will require a formal amendment to the grant agreement.

Finally, staff recommends eliminating duplicative Lapsing Policy language, as the language is included in its entirety in the Program Guidelines and in the grant agreements that are executed with grantees.

### TOC TIF Pilot Program

In support of Metro's effort to promote TOCs and expand the impacts of Metro's transit stations within a broader community context, the Round 5 Program Guidelines include creation of the TOC TIF Pilot Program. The TOC TIF Pilot offers funding for TIF feasibility studies for cities that have transit-supportive regulatory documents in place or under development. The focus of these feasibility studies are two recent tax increment programs adopted by the State: Enhanced Infrastructure Financing Districts (EIFD) and Community Revitalization and Investment Authority (CRIA) districts.

These districts offer the potential for financing projects that meet TOC goals, including affordable housing, transit and related infrastructure, public improvements (in particular first/last mile connections) and other community-serving uses. Metro will effectuate the TOC TIF Pilot in partnership with the Southern California Association of Governments (SCAG) and with support from the Los Angeles County Office of the Chief Executive Officer.

*SCAG Partnership:* SCAG has been at the forefront of convening experts and providing trainings on TIF district formation, specifically EIFDs and CRIsAs. Through the Metro/SCAG Joint Work Program, Metro will leverage SCAG's institutional framework to offer trainings to interested grantees on eligibility for TIF districts as well as the components of a feasibility study. The Metro/SCAG partnership will be realized through the following activities:

1. **Statement of Work.** TIF districts (EIFDs and CRIsAs) are a new undertaking for Los Angeles County municipalities. As such, Metro and SCAG partnered to develop a template Statement of Work (SOW) that can be used by successful grantees in soliciting Requests for Proposals for TIF feasibility studies.
2. **Trainings.** Metro and SCAG staff will hold up to three trainings on TIF districts. The trainings will include an overview on EIFDs and CRIsAs, critical eligibility criteria, Metro's TOD Planning Grant Program, and the Round 5 application process.
3. **Screening Tool.** SCAG has created a screening tool that can be used to assess TIF district viability through a parcel-level database that gauges whether a particular area has the unemployment rate, household income, and crime rates required for CRIsAs or the property tax capture rate and surrounding development capacities needed for EIFDs. Metro staff will use SCAG's screening tool as part of the Round 5 application process to vet eligibility and ensure that both Metro and municipalities are only expending effort and funding on evaluating TIF districts in areas that are legislatively and financially viable.

*LA County CEO's Office (OCEO) Support:* As the single largest recipient of property taxes eligible to participate in EIFDs and CRIsAs, LA County is a critical participant in evaluating the feasibility of new TIF districts. Metro staff has consulted with the County OCEO to determine parameters for a successful rollout of the TOC TIF Pilot Program. The following summarizes the collaborative effort:

- Staff from the OCEO's office reviewed and provided comments on both the Round 5 Program Guidelines and the TIF study sample SOW.
- Staff from the OCEO's office attended meetings with SCAG to review the screening tool that will be used to determine TOC TIF Pilot funding eligibility.

- The OCEO plans to bring a set of criteria to the County Board of Supervisors for adoption that the County will consider when asked to contribute all or a portion of its share of tax increment to a new TIF district. This criteria is referenced in the Program Guidelines and will be attached to the Guidelines upon adoption by the County Board of Supervisors and prior to release of the grant application.
- The OCEO will support Round 5 grantees in need of up-to-date assessor's and audit-controller data to complete the TOC TIF feasibility studies.

*Disadvantaged Communities:* The TOC TIF Pilot Program will prioritize project areas that will serve the most Disadvantaged Communities as defined by CalEnviroScreen. According to the State Office of Environmental Health Hazard Assessment, CalEnviroScreen is an online mapping tool that uses environmental, health, and socioeconomic information to produce scores for every census tract in the state. An area with a higher score is reflective of a community that is more disadvantaged and facing higher burden of challenging environmental and socioeconomic factors. Projects with a higher CalEnviroScreen will be a factor in prioritizing applications.

#### SGC Final Grant Report

Metro secured a grant from the SGC in 2013 to develop the Transit Supportive Planning Toolkit. The SGC Grant is administered by the California Department of Conservation, Division of Land Resource Protection (the Department). The Grant Agreement between the SGC and Metro requires that Metro's Board of Directors adopt and verify as accurate the Final Plan Report prior to its submission to the Department. The Final Report (Attachment B) includes a project summary, summary of relevant local and regional plans and grantee assessment of how the project (in this case, the Toolkit) can measure a series of sustainability objectives and indicators over time.

Metro cannot measure a majority of the indicators outlined in the Final Report. Many of the indicators relate to land use authority and development actions, activities for which Metro has no authority. As appropriate, Metro has noted that we can track the number of Metro-funded transit supportive regulatory plans that are adopted by local jurisdictions that support the objectives and indicators outlined in the Final Report.

The SGC grant is a reimbursement-based grant and the administrative procedures required that the Department retain 15% of Metro's funds until Toolkit completion and Board adoption of the Final Report. A total of \$ 134,000 has been retained by the SGC.

#### **DETERMINATION OF SAFETY IMPACT**

There is no negative impact to the safety of our employees and/or patrons. The transit oriented planning and development policies supported by the Program could improve safety around stations. The principles of transit-supportive planning include better pedestrian and bicycle access to stations as well as clearer access to stations which can reduce accidents. Further, transit-supportive planning tends to encourage walking and bicycling, both of which improve the health of patrons.

#### **FINANCIAL IMPACT**

There is no impact to the FY17 budget. Grants will be awarded in FY18 and funds will be requested

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in that and future budget years. Since this is a multi-year project, the cost center manager and Chief Planning Officer, Countywide Planning and Development, will be accountable for budgeting the cost in future years.

#### Impact to Budget

The Program was identified in the Short Range Transportation Plan (SRTP). Source of funds are identified at the time of grant award. Funding for prior rounds included Measure R 2% System Improvement Funds, Measure R 3% Metrolink, and State Repayment of Capital Project Loans account. The \$3.1 million recommended for Round 5 will exhaust the SRTP funds identified in the SRTP for the TOD Planning Grant Program.

### **ALTERNATIVES CONSIDERED**

The Board may choose not to approve Round 5 and related actions as recommended. We do not recommend this alternative. The Program as designed furthers the Board objectives with regard to land use policies that support increased ridership and systemwide improvements and creation of transit oriented communities, and funds for the Program are part of the 5-year SRTP.

The Board may also choose not to approve the revised Guidelines. We do not recommend this alternative. The revised Guidelines are focused on the research-based Toolkit, which is grounded in elements of transit-supportive places that have demonstrated positive impacts on increasing transit ridership and reducing vehicle miles travelled.

The Board may choose to not allow the informal time extensions. Staff does not recommend this alternative. Time extensions currently require a formal grant agreement amendment and can be very time consuming and labor intensive. Allowing for administrative time extensions (for up to 6 months) when a grantee has demonstrated compliance with the conditions identified in the Administrative Extensions section of the Guidelines, will allow grantees to focus efforts and resources on advancing the project and resolving any outstanding issues that triggered the request.

The Board may choose to not include the TOC TIF Pilot Program in the Program Guidelines. Staff does not recommend that alternative. With the loss of redevelopment, municipalities are grappling with viable funding streams to support community-serving projects, and TIF district creation offers a means to capture and reinvest the value created by Metro's investment in the transit system. This Program will fund the preliminary analysis needed by municipalities to explore TIF viability and is an innovative program that is in line with the TOC Demonstration Program.

Additionally, the Board may not choose to adopt and certify the SGC Final Report. Staff does not recommend this alternative as doing so would result in forfeiting Metro's \$134,000 retention. The commitments that staff has made in the Final Report are specific to tracking Metro-funded regulatory plans that align with the Toolkit, which is something that staff will do as part of procedural grant administration.

### **NEXT STEPS**

With Board approval, staff will reach out to eligible applicants throughout May and June. The call for

applications will be released in May and staff will host application workshops in June in order to strengthen participation and the quality of the applications. Applications will be due in late July with recommendations for grant awards being brought to the Board in fall 2017.

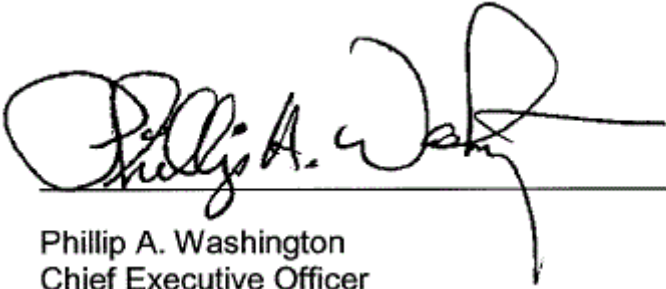
**ATTACHMENTS**

Attachment A - Round 5 TOD Planning Grant Program Guidelines

Attachment B - SGC Grant Final Report

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Phillip A. Washington  
Chief Executive Officer

# **Los Angeles County Metropolitan Transportation Authority**

## **Transit Oriented Development Draft Planning Grant Program Guidelines**

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**Round 5**

**11/29/2016**

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## I. BACKGROUND AND OBJECTIVES

### TOD Planning Grant: Background

Los Angeles County is experiencing a transformational expansion of the public transit system that will dramatically change the options and opportunities that people travelling to, from, or through Los Angeles County will have to get around. The Los Angeles County Metropolitan Transportation Authority (Metro) has a vested interest in planning and investment efforts around transit stations that create an environment that promotes, encourages, and supports transit riders and the interface between public transportation and surrounding communities.

As a result, in 2011 Metro created the TOD Planning Grant Program (Program), a competitive grant program that funds local governments to develop and adopt transit supportive regulations that promote equitable, sustainable, transit-supportive planning.

Transit-supportive places are places where the presence of effective and predictable transit can be enhanced through appropriate patterns and types of development. This can be achieved through practices such as community-scaled density, diverse land use mix, reduced reliance upon private automobiles, and enhanced infrastructure for pedestrians, bicyclists and people of all ages and abilities.

Between 2011 and 2016, Metro released four (4) rounds of the TOD Planning Grant, and awarded \$21.6 million in 35 grants, to 30 cities across LA County.

### TOD Planning Grant: Round 5

#### *Transit Supportive Planning Toolkit*

In 2016, Metro released the Transit Supportive Planning Toolkit (Toolkit). Funded by a grant from the Strategic Growth Council, and as part of a broader study on Climate Change Adaption Strategies, the Toolkit is a comprehensive research-based resource that includes best practices, tools and case studies that local municipalities can use to advance Transit Supportive Planning in Los Angeles County. The Toolkit identifies 10 characteristics of transit supportive places that collectively are shown to reduce vehicle miles travelled and increase transit ridership (see Attachment A for brief overview). Round 5 of the TOD Planning Grant will require grantees to utilize the Toolkit as a resource and apply the 10 characteristics of transit supportive planning in grant funded efforts. The Toolkit is a web-based program that can be found on Metro's website at <https://www.metro.net/projects/tod-toolkit/>.

#### *Transit Oriented Communities (TOC) Tax Increment Financing (TIF) Pilot Program*

In 2011, the California State legislature abolished redevelopment and the state's only effective TIF vehicle. Since then, the legislature has created new enabling legislation to support tax increment financing (TIF). Unlike redevelopment, the new TIF programs (EIFDs & CRIAs) cannot include property taxes from education entities (approximately ½ of all property taxes). Property tax contributions from the other taxing entities are voluntary. TIF can be an important tool in the creation of transit supportive communities, as it can be used to finance infrastructure improvements as

well as affordable housing. With Round 5 of the TOD Planning Grant program, Metro is partnering with SCAG to offer funding to municipalities seeking to study the feasibility of forming TIF districts (either an Enhanced Infrastructure Financing District (EIFD) or a Community Revitalization and Investment Authority (CRIA)). Study funding may be available to examine areas around transit stations for municipalities that:

- Have adopted or are in progress with creating a transit supportive regulatory environment; and
- Measure favorably against the Southern California Association of Governments (SCAG) online Screening Criteria that can be found at <http://scag.maps.arcgis.com/apps/webappviewer/index.html?id=70469a5af25540b78337a89d7adeb407>.

As a partner in this effort, SCAG will provide training on the formation and study of the EIFD and CRIA districts as well as use of their TIF screening tool. The County of Los Angeles will provide support by providing updated and accurate tax assessment and collection information.

## **PROGRAM OBJECTIVES**

- Support municipalities in implementing complimentary transit-supportive infrastructure projects and affordable housing.
- Increase transit ridership.
- Increase the number of comprehensive, community-driven transit supportive planning efforts around Metro light rail, Metrolink stations, and Metro Transitway/Bus Rapid Transit stations and adjacent transit corridors in Los Angeles County.
- Improve local and regional efforts that enhance an equitable integration of transportation and community planning.
- Improve the transit network and increase utilization of public transit by reducing the number of modes of transportation necessary to access regional and local transit lines;
- Further the reduction in greenhouse gases through encouraging in-fill development along transit corridors and transit use;
- Support and implement sustainable development principles.
- Increase opportunities to meaningfully engage diverse stakeholders, especially underserved and vulnerable communities, in advancing transit supportive planning efforts across the region.

## **III. ELIGIBLE APPLICANTS**

Cities and the County of Los Angeles with land use regulatory authority:

- Within 1/2 mile of Metro Light Rail, Metrolink Stations and/or Transitway/Bus Rapid Transit stations and adjacent transit corridors in Los Angeles County
- Within 1/2 mile of the existing, funded, planned (priority will be given to station area planning efforts that are nearer-term) Metro rail or bus rapid transit stations and/or adjacent transit corridors. Grantees are not required to focus on a circular ½ mile radius around a transit facility. Adjacent transit corridors refer to proposed planning areas that are less circular and more corridor-based. Grantees must make the case for the corridor-level approach.

Applicants seeking funds along transit corridors **MUST** demonstrate the corridor’s relevancy to the development of transit supportive planning around the station area. The corridor may, for example, connect the station area to significant activity centers, carry significant pedestrian traffic to and from the station area, and/or connect the station area to other areas with significant transit service.

#### **IV. ELIGIBLE ACTIVITIES**

Round 5 of the Program offers two categories of activities: (1) Transit supportive regulatory documents, which will result in the elimination of regulatory constraints and the development of regulatory documents that promote transit supportive planning that can be adopted by governing bodies; and (2) TIF Feasibility Studies, which will study the feasibility of pursuing either an EIFD or CRIA within 1/2 mile of Metro Light Rail, Metrolink Stations and/or Transitway/Bus Rapid Transit stations and adjacent transit corridors in Los Angeles County, create a vision/objectives for such a district, and determine the amount of TIF that could be generated under several scenarios. Applicants may apply to one or both of the categories; however the TIF feasibility study requires that transit supportive land use regulations are already in place or under development, so an applicant cannot apply for the regulatory change and TIF feasibility study in the same area at the same time. Robust and inclusive multilingual community engagement shall be an integral component of all Metro-funded planning efforts.

##### Transit Supportive Regulatory Documents

Regulatory documents must include a land use component (with corresponding zoning code updates). However, Applicants and Grantees are required to advance comprehensive plans that encompass the 10 Toolkit characteristics to ensure that the region is advancing holistic, transit supportive plans and which are consistent with Metro adjacent development requirements where applicable. Eligible Regulatory Documents include, but are not limited to:

- New or amended specific plans;
- New or amended ordinances;
- New or amended overlay zones;
- New or amended general plans;
- Transit Village Development Districts; and

- Environmental studies required to support the new or amended regulatory documents

### TIF Feasibility Studies

- Through the TOC TIF Pilot, Round 5 of the Program will fund TIF Feasibility Studies. Grantees may explore the formation of an Enhanced Infrastructure Financing District (EIFD) or a Community Revitalization Investment Authority (CRIA), including engaging with stakeholders to determine vision and objectives for a TIF district. The Round 5 Grant application includes a sample scope of work for such studies to provide guidance on eligible activities.
- To be eligible, Grantees must (1) demonstrate that a transit supportive regulatory document is in place or under development; (2) show eligibility for one or both TIF districts (EIFD or CRIA) using the SCAG TIF Screening Criteria; (3) meet the criteria for TIF formation adopted by the County Board of Supervisors in spring 2017, included as Attachment B; and (4) Priority will be given to the most Disadvantaged Communities as defined by CalEnvironScreen.

## **V. EVALUATION CRITERIA**

Proposals will be evaluated according to the following criteria. The first section applies to regulatory documents (Specific Plans, General Plan Amendments, Overlays, etc.), the second set of criteria apply to TIF Feasibility Studies. More detailed scoring criteria are provided in the grant application.

### Transit Supportive Regulatory Documents Criteria

#### Section 1. Project Scope

##### *a. Project Area/Targeted Communities:*

- Concise and clear description of the project area, targeted communities, and specific transit stations and/or corridors the project will impact.
- Clear description of the prominent equity concerns in the community (such as lack of affordable housing, economic development, environmental justice, safety, active transportation needs, public health disparities, and so forth).
- Description of the station and/or corridor significance to the local community and larger region including importance for the transit network and ridership.
- Description of the most pressing barriers to public transportation usage and non-private vehicle multi-modalism (walking, rolling, biking).

##### *b. Regulatory Constraints:*

- Clear description of the specific regulatory constraints and/or general land use challenges/ barriers in the project area to advancing an equitable transit supportive planning effort. (Does current zoning support transit-supportive development patterns? Has the jurisdiction adopted a Complete Streets Policy?)
- Description of the regulatory barriers that preclude the jurisdiction from

- addressing the equity issues identified in Section 1.a.
  - Degree to which constraints and barriers are aligned with the Toolkit's 10 characteristics of Transit Supportive Places (i.e. outdated parking requirements, height or density restrictions, incompatible land uses, lack of bicycle and pedestrian access and utilization incentives, etc.).
- c. *Proposed Regulatory Documents:*
- Clear description of the regulatory documents that will require revision and/or new regulatory documents. Documents may include a community's general plan, zoning ordinances, parking codes, specific plans, Transit Village District documents, etc. If General Plan land uses are proposed, a clear description of whether or not zoning code updates will be included should be noted.
  - Extent to which regulatory documents promote Program objectives as identified in these Guidelines and the Toolkit and are consistent with Metro Adjacent Development requirements where applicable.
- d. *Impact of Proposed Regulatory Changes:*
- Thoroughness in explaining how the regulatory changes directly mitigate the constraints previously identified; how they will improve community-specific equity concerns; how they will result in an increase in transit-ridership; and how they will improve the overall interface between the public transportation system and the surrounding community.

## Section 2 - Public Participation

- a. *Outreach Plan:*
- Clear identification of all impacted communities and stakeholders affected by the proposed regulatory changes, including description of key community organizations (advocacy groups, business groups, religious/social organizations, etc.) that will be engaged and the role that they will play in the process.
  - Demonstration of a comprehensive and meaningful public participation and outreach program necessary to bring the regulatory changes forward.
  - Clear description of how disadvantaged and/or underserved communities will be engaged in the process and the proactive activities that will be undertaken to engage these populations (translators, preparing materials in multiple languages, hosting meetings in the evenings and/or weekends, etc.).
- b. *Community and Policy Maker Support:*
- Demonstration that community stakeholder and policy maker support for the types of regulatory changes being proposed exist. This could be evidenced by prior actions implementing similar changes elsewhere in the community, specific direction by elected officials, letters of support, etc.

## Section 3 - Future Implementation

- a. *Opportunity Sites:*

- Ability to link regulatory changes with the near term potential for implementing transit supportive projects through the availability of suitable opportunity sites, particularly if controlled by the applicant.

*b. Next Steps:*

- Demonstration of a well thought out long term plan for building a successful transit supportive area once grant funded regulatory changes are adopted.

Section 4 - Project Implementation Plan

*a. Project Schedule, Tasks, and Budget:*

- Schedule demonstrates the overall approach for project completion and that the project can be completed in 36 months.
- Principle tasks that will be undertaken to complete the project are identified, reasonable, and realistic.
- Overall expenditures (local and grant) as well as expenditures per task are both realistic and highly cost efficient, maximizing the impact of the funds requested.

*b. Project Management:*

- Clear description of team composition, including the roles and responsibilities of city/county staff and/or consultants.

*c. Prior Grant Performance:*

Demonstrated performance that does not include:

- Project delays to due unreasonable schedule proposals,
- Numerous untimely or incomplete quarterly reports and invoices.

TOC TIF Feasibility Studies Criteria

Applicants seeking funding for TIF Feasibility Studies must utilize SCAG's Screening Criteria available at <http://scag.maps.arcgis.com/apps/webappviewer/index.html?id=70469a5af25540b78337a89d7adeb407> to assess TIF District viability and grant program eligibility. SCAG will offer training on this tool as well as technical assistance to applicants. TIF Feasibility Study applications will require data collection from the City, SCAG, the County Assessor, the County Auditor-Controller, and as appropriate, the State Department of Finance.

*A. Screening Criteria*

Applicants are required to perform an initial screening of their proposed TIF district in order to ensure that the feasibility study is for an area that meets the State's legal requirements and also that has the capacity to generate enough investment and TIF to create the desired impacts. The TOC TIF grant application will include questions that closely align with the SCAG screening criteria. Interested parties will be required to advise on how their proposed project fares against the screening criteria. The SCAG Screening Criteria will be critical to

vetting applications and informing on potential project viability. The screening criteria will be discussed further in a pre-application workshop. An overview is provided below.

### *1: EIFD/CRIA Successor Agency Prerequisites*

- Clear description of any former redevelopment project areas that overlap with the proposed TIF project boundaries.
- If overlap exists, a **Receipt of Finding of Completion** must be secured from the Department of Finance and submitted along with grant application.
- Provide detailed overview of current ROPS obligations (include most recent report submitted to the Department of Finance) and whether the City is producing residual revenues that could be applied toward the EIFD/CRIA. Lack of residual revenues post-dissolution could disqualify a proposed area for lack of property taxes if they are pledged to repay the debts of the former CRA in the foreseeable future.

*Resource: City to obtain from the State Department of Finance and City Finance Department*

### *2: Economic Development Potential*

Demonstrated potential for economic development and therefore, a financially viable TIF district. This can be demonstrated by identifying underutilized and/or publicly owned parcels, planned projects, and looking at changes in parcel values over time:

- Identify underutilized and/or publicly held properties and planned projects within the study area.
- Clearly describe existing parcel values within the potential project area(s) and any significant changes over time (past 5-15 years).
- Clear demarcation and description (size, location, zoning, current use, obligation status) of publicly held properties within the potential TIF district that can be leveraged for economic development purposes.

*Resource: SCAG GIS Land Use Data and Parcel Data (Screening Site)*

### *3: Current Zoning and Density in Project Area*

- Clear description of the adopted or in-progress transit supportive regulatory document (Specific Plan, Overlay, etc.) with adoption date. Including:
  - The current or proposed zoning and General Plan principles and how they align with the 10 elements of the Transit Supportive Toolkit.

- The nexus with the transportation network,
- Clear description of regulatory principles that lend themselves to TIF district formation (infrastructure, economic development, sustainability, affordable housing, etc.).
- Whether an updated environmental clearance would be required.

*Resource: City documents and SCAG GIS data (including General plan, Specific Plans, existing land uses).*

#### *4: Project Location and Infrastructure Needs*

Proposals must demonstrate a strong and compelling nexus to public transportation and how project implementation will advance accessibility, integration, and usability of the public transportation system. This can be demonstrated by:

- Half-mile from a Metro Light Rail Station, Metrolink Station, and Metro Transitway/Bus Rapid Transit stations and adjacent transit corridors.
- Description the infrastructure needs such as bike and pedestrian improvements with map(s) that shows the project area, transit network, and ‘infrastructure need’ areas. Data should be gathered from the Metro Active Transportation Strategic Plan.
- Clear description of how a TIF district could improve infrastructure needs, improved connectivity to public transportation, district-scale sustainable infrastructure improvements, and encourage redevelopment of underutilized properties.

*Resource: SCAG GIS data, HQTA/ TPP/ TPA maps, City documents*

#### *5: Potential Infrastructure Financing Solutions*

- Using SCAG’s Screening Criteria, Projects must demonstrate a Tax Increment Capture Rate of 15 cents (.15) for every dollar (\$1) for the Project Area. Taxing entity proportional shares should be current (redevelopment era shares were pre-ERAF) and come from County Auditor-Controller.
- Clear demonstration of project area viability to secure grant funding to advance early implementation of TIF District activities, such as location in a disadvantaged community, other demographic data, safety statistics, etc.

*Resource: SCAG Property Tax Data, GIS Data, TPA, Disadvantaged Community Maps*

#### *6: CRIA Eligibility*

Clear description of the Project Area’s eligibility to form a Community



## Revitalization Investment Authority (CRIA):

- 80% of land (calculated by census tracts or block groups) must have median household income of less than 80% of statewide median
- Must exhibit at least three of the following conditions:
  1. Non-seasonal unemployment rate 3% higher than statewide median
  2. Crime rates 5% higher than statewide median
  3. Deteriorated or inadequate infrastructure
  4. Deteriorated commercial or residential structures
- Note: AB 2492 (NEW) to qualify under CalEPA designation as disadvantaged community (based on geographic, socioeconomic, public health, environmental factors).

*Resource: SCAG Socioeconomic Data, GIS Data, including Disadvantaged Community Maps*

## B. Project Description and Stakeholder Engagement

### *Section 1: Project Description*

- While a specific, defined boundary for the TIF district would be determined through the feasibility study, applicant must offer a clear, concise description of the targeted geographic area under consideration, the transit station(s) within the area, and the kinds of projects/programs that would be funded if a TIF district were in place
- The application must describe how it has positioned itself to advance a successful TIF district and transit supportive investments, through regulatory plan adoption or proposed plan under development, economic development efforts, early TIF exploration, and/or securing other funding sources to implement transit supportive projects.
- Describe how the proposed TIF district could support increased transit access and ridership. This can be based on anticipated public improvements, new development and community serving facilities, etc.

### *Section 2: Stakeholder Engagement*

#### *a. Outreach Plan:*

- Clear identification of impacted communities and stakeholders affected by the proposed TIF district, including description of key community organizations (advocacy groups, business groups, religious/social organizations, etc.) that will be engaged and the role that they will play in the process
- Demonstration of a comprehensive and meaningful public

participation and outreach program necessary to identify support and create a vision/objectives for a TIF district.

- Clear description of how disadvantaged, underserved communities will be engaged in the process and the proactive activities that will be undertaken to engage these populations (translators, preparing materials in multiple languages, hosting meetings in the evenings and/or weekends, etc.).

A panel of LACMTA staff will evaluate all applications. TIF applications may include evaluators from SCAG. Applicants who do not receive award will have an opportunity to appeal to Metro's Technical Advisory Committee following Board of Directors' action on staff recommendations for award. Unsuccessful applicants will receive an email by LACMTA notifying them of the opportunity to appeal. Unsuccessful applicants interested in presenting their appeal should reply to LACMTA's project manager.

***Disclaimer:** Please note that successful award does not imply County participation in future TIF District.*

## **VI. ELIGIBLE COSTS**

Applicants will develop and submit a budget as part of the application. Funds awarded will not exceed the budget submitted and may be less if the key objectives can be achieved at lower costs. Any cost overruns shall be the responsibility of the applicant. The grant can fund:

- a. Both third party consulting costs and internal staff costs for staff directly providing services with respect to the project will be eligible for funding. Such eligible costs shall not include overtime costs.
- b. Costs associated with community outreach may include food, and non-cash incentives. Such proposed expenditures must be approved by Metro in advance of incurring costs.

## **VII. NON-ELIGIBLE COSTS**

- a. Third party consultants and contracted staff costs such as equipment, furniture, rental vehicles, mileage, food, office leases or space cost allocations.
- b. Applicant staff overtime costs, mileage reimbursements, food and use of pool cars.

## **VIII. GENERAL AND ADMINISTRATIVE CONDITIONS**

- a. **Duration of Grant Projects.** Projects' schedules must demonstrate that the projects can be completed, including related actions by the governing body (if

any), within 36 months of award.

- b. **Governing Body Authorization.** Completed TOD Planning Grant Program and TOC TIF Feasibility Study applications must include authorization and approval of the grant submittal and acceptance of award by the governing body, if required, within three months of notification of award.
- c. **Grant Agreement.** Each awarded applicant must execute a Grant Agreement with Metro. The Agreement will include the statement of work, including planning objectives to be achieved, the financial plan reflecting grant amount and any local match, if applicable, as well as a schedule and deliverables. The schedule must demonstrate that the project will be completed within 36 months from the date of execution.
- d. **Funding Disbursements.** The Program is reimbursement-based. Funding will be disbursed on a quarterly basis subject to satisfactory compliance with the expenditure plan and schedule as demonstrated in a quarterly progress/expense report supported by a detailed invoice demonstrating the staff and hours charged to the project, any consultant hours, etc. An amount equal to 5% of each invoice will be retained until final completion of the project and audits. In addition, final scheduled payment will be withheld until the project is complete and approved by Metro and all audit requirements have been satisfied. All quarterly reports will be due on the last day of the months of October, January, April, and July. Project expenditures that reach 75% of grant budget will be put on suspension when they are behind in submitting a series of quarterly reports and deliverables. Grantees are responsible for submitting on-time completed quarterly reports and invoices. Reports that are delayed or incomplete will result in payments being suspended until the work is on schedule and deliverables are provided according to the Scope of Work and Attachment A.
- e. **Audits.** All grant program funding is subject to Metro audit. The findings of the audit are final. At the Project Manager's discretion, informal audits will be administered by the project manager for grant awards under \$750,000. Grant awards above the \$750,000 threshold will be assigned a formal audit.
- f. **Contract Management.** Program and contract grant management shall be administered by the City staff. City staff must clearly define roles of staff administration and management and may budget through the grant to hire contract staff to assist in managing the program. The contractor or consultant must be defined in the grant application and scope of work. Contractor or consultant staff shall not be associated with the hiring of consultants to perform the development of the regulatory documents.
- g. **Design Guidelines-** Program outreach activities will adhere to Metro's logo and design requirements and standards by clicking on the following link:  
[https://media.metro.net/projects\\_studies/tod/images/Metro Logo Guidelines.pdf](https://media.metro.net/projects_studies/tod/images/Metro Logo Guidelines.pdf)
- h. **Program Conditions-** Delivery of draft work products at significant milestones

and quarterly project briefings will be coordinated with Metro grant administrator.

- Grant recipients are required to share their proposed draft RFP, draft consultant contract and draft regulatory documents to Metro project staff prior to City approval.
- Quarterly briefings will be conducted with Metro staff throughout the project schedule at significant milestones, i.e., kick off meetings, draft documents, outreach events and committee approvals, etc.
- Grantee shall demonstrate that it can meet project milestones and stay within the budget identified in the Grant Agreement. If at the time Grantee has expended seventy-five percent (75%) of the Grant Funds and Grantee has not demonstrated that the work is sufficiently complete consistent with Grant Agreement, LACMTA's Project Manager will notify Grantee's Project Manager through written notice that payments will cease until a mutually agreed-to cost control plan is in place. In the case of insufficient Funds to complete the Project, no further payments will be made and Grantee will identify and secure additional funds to complete the project identified in Attachment A.

**IX Deobligation of Funds.** Grantee must demonstrate timely use of the funds and effective implementation of project scope of work by:

- i. Executing the Agreement within sixty (60) days of receiving formal transmittal of the Agreement from LACMTA.
- ii. Meeting the Project milestone and deliverable due dates as stated in the Project Schedule and Budget, and Scope of Work.
- iii. Timely submitting of the Quarterly Progress/Expense Reports as defined in Part II, Section 2 of the Agreement and the Reporting and Expenditure Guidelines; and
- iv. Expending funds granted within thirty-six (36) months from the date the Grant Agreement is fully executed.
- v. Procuring contract/consultant to complete grant Scope of Work within six (6) months of agreement execution with LACMTA.
- vi. Notifying LACMTA as soon as grantee is aware of any changes and circumstances which alter the eligibility of the Board approved project.

In the event that timely use of funds and effective implementation of the project scope of work is not demonstrated, the Project will be reevaluated by LACMTA as part of its annual budget recertification of funds/TOD Planning Grant Program deobligation process and the Funds may be deobligated and reprogrammed to another project by the LACMTA Board of Directors. Prior to

LACMTA Board of Directors' action to deobligate funds, Grantees recommended for deobligation will have an opportunity to appeal to Metro's Technical Advisory Committee. Grantees will receive a letter by LACMTA notifying them of the opportunity to appeal. Grantees interested in presenting their appeal should reply to LACMTA's project manager.

Administrative extensions may be granted under the following conditions:

- (i) Project delay due to an unforeseen and extraordinary circumstance beyond the control of the project sponsor (legal challenge, act of God, etc).
- (ii) Project delay due to an action that results in a change in scope of work or project schedule that is mutually agreed upon by LACMTA and the project sponsor prior to the extension request.
- (iii) Project fails to meet completion milestone, however public action on the proposed regulatory change(s) has been scheduled and noticed to occur within 60 days of the scheduled completion milestone.
- (iv) Administrative time extensions longer than 6 months will require a formal written amendment of the grant agreement.









Informal administrative amendments may be granted under the following conditions:



- (i) Project that requires a one-time 6-month time extension based on the Administrative extensions conditions noted above may be eligible for an informal administrative approval. Informal administrative approval will be provided via a signed letter from Metro Project Manager. The Metro Project Manager must secure concurrence from the Senior Executive Officer.

Upon full execution of agreement, Grantee has committed to having the staffing necessary to fulfill the scope of the project. Therefore, inadequate staffing shall not be considered a basis for administrative extensions or appeal of deobligation of funds.

If Grantee does not complete an element of the Project, as described in the Scope of Work, due to all or a portion of the Funds lapsing, the entire Project may be subject to deobligation at LACMTA's sole discretion. In the event that all the Funds are reprogrammed, the Project shall automatically terminate.

## Transit Supportive Planning Toolkit

| 10 Transit Supportive Planning Elements  |   |  |   |
|--|---|--|---|
|  <p>Compact Design</p>  | <p>Higher density, especially within a quarter or half mile of a transit facility, can impact travel behavior by providing more opportunities to live in close proximity to transit.</p>  |  <p>Complete Neighborhoods</p>   | <p>Complete neighborhoods include a variety of housing options, retail and commercial services, and community services. Complete neighborhoods bring land uses and amenities closer together, reduce travel distances, and allow for more non-automobile trips.</p> |
|  <p>Street &amp; Network Connectivity</p>                        | <p>Well-connected streets and non-automobile networks bring destinations closer together, reduce travel distances, and improve pedestrian and bicycle access to adjacent areas and uses.</p>  |  <p>Site Layout, Parking Layout &amp; Building Design</p>              | <p>Placing building towards the edges of streets and public spaces help create walkable urban environments.</p>   |
|  <p>Affordable Housing</p>                                      | <p>Low-income residents often have some of highest rates of transit ridership. Adding new affordable housing near transit can improve access to employment, health care, and education opportunities and reduce commuting cost for low-income families.</p> |  <p>Commercial Stabilization, Business Retention &amp; Expansion</p> | <p>Commercial stabilization measures can help protect and encourage existing small, local businesses that serve the needs of neighborhood residents.</p>  |
|  <p>Transit Prioritization, Accessibility &amp; Area Design</p> | <p>Prioritizing transit and active transportation as the first and highest priority of a circulation network may result in increased transit service, through better travel times and speeds, which can result in significant transit ridership</p>         |  <p>Parking Management</p>   | <p>Efficient parking management can reduce the parking supply needed, allowing an increase in land use intensity, mix of uses, wider sidewalks, and bike networks.</p>  |

|   |   |  |   |
|---|---|--|---|
|   | improvements.   |  |   |
|  <p>Transportation Demand Management</p> | <p>TDM strategies influence a variety of factors to encourage greater transportation system efficiency, including trip mode, trip timing, travel safety, and trip cost.</p> |  <p>Pedestrian &amp; Bicycle Circulation</p> | <p>Adding pedestrian and bicycle amenities to station areas and connecting those facilities to the surrounding area can create a more accessible transit environment, encouraging new riders.</p> |

# California Sustainable Communities Planning Grants and Incentives Program FINAL REPORT

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**Department of Conservation/** Division of Land Resource Protection

Final Report for the reporting period: December 1, 2016 to January 31, 2017

Grantee: Los Angeles County Metropolitan Transportation Authority Grant No. 3012-568

Project Title: A Greater LA: The Framework for Regional Climate Action and Sustainability

Signature line: \_\_\_\_\_ (authorized representative)

## All Grant Recipients:

- (a) Grant recipients from all three Focus Areas shall be capable of presenting an overview of their project to the COUNCIL at the conclusion of the Grant Agreement. The overview shall include discussion of successes, barriers, and lessons learned from both the grant process and the grant-funded project.**

Metro was funded to develop the Transit Supportive Planning Toolkit (the Toolkit). The Toolkit will aid local jurisdictions in developing and adopting land use regulatory changes supportive of transit and more sustainable forms of developments. The Toolkit includes an assessment of best practices related to land use, density, diversity of uses, parking, bicycle/pedestrian amenities and linkages, public facilities and infrastructure, sustainable neighborhood design, and community outreach. In addition, it includes an analysis of tools for assessing the economic and environmental benefits of transit supportive development.

In April 2017 Metro staff is taking to the Board of Directors (Board) a recommendation that the Board adopt the Transit Supportive Planning Toolkit (Toolkit) as a component of Metro's TOD Planning Grant Program Guidelines (Guidelines). The Guidelines establish the parameters for Metro's TOD Planning Grant Program (Program) which funds cities across the County to develop and adopt transit supportive regulatory documents. These activities include, but are not limited to, new or amended specific plans, ordinances, overlay zones or general plan amendments; transit village development districts; and environmental studies required for adopting new or amended regulatory documents. The Toolkit is now live as of January 2017 and is available at our website [metro.net/projects/tod-toolkit/](http://metro.net/projects/tod-toolkit/). If the Board approves the April board action, future Metro grantees will be required to use the Toolkit which will make a substantial difference in creating sustainable communities across LA County (the County).

As we roll out Round 5 of the Program with the Toolkit, local municipalities will apply using the resources of the Toolkit as part of their TOD planning grant application to ensure all 10 characteristics of transit-supportive planning are addressed in a holistic manner. Staff will routinely hold technical



assistance workshops on the Toolkit and update it as a living document. These technical assistance workshops will disseminate the Toolkit's information and tools to local jurisdictions throughout the County. Adopting transit-supportive regulations will position jurisdictions to pursue funds for sustainable development that improve access to our public transit system and reduce the impact to our environment.

## **FOCUS AREA 3 – REGIONAL COLLABORATIVE**

### **(a) What local plans within their region reflect the goals and sustainability objectives outlined in the applicable regional planning documents?**

Applicable regional planning documents, several of which were discussed in the first and second annual report but continue to be relevant today, include: Southern California Association of Governments (SCAG) Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), Los Angeles County Metropolitan Transportation Authority (Metro) Countywide Sustainability Planning Policy, Metro Complete Streets Policy, Metro First Last Mile Strategic Plan, Metro Long Range Transportation Plan (LRTP), Metro Short Range Transportation Plan (SRTP), and the South Coast Air Quality Management District (SCAQMD) greenhouse gas emission reduction policies and regulations. In addition, new applicable regional planning documents are the Metro's Active Transportation Strategic Plan and the City of LA's pLAN.

#### Regional Planning Documents

##### *SCAG Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS)*

For Los Angeles County, the Southern California Association of Governments (SCAG) is the regional planning organization responsible for creating a sustainable communities strategy. The **2016-2035 RTP/SCS** plan created by SCAG is expected to result in regional benefits to mobility, economy, health, and sustainability. It anticipates it will yield a reduction of per capita passenger vehicle emissions of 9% by 2020 and 18% by 2035. The SCS/RTP present a vision of projected job growth and housing growth in the region, along with projected land-use data from 2012 to 2035. The SCS specifically identifies active transportation and transit as critical components to living and working in more compact communities with fewer emissions.

Other anticipated outcomes from the 2012-2035 RTP/SCS include:

- Achieve overall attainment in the South Coast Air Basin for criteria pollutants (Ozone, PM10, PM<sub>2.5</sub>, CO, and NO<sub>2</sub>).
- A two-thirds reduction of NO<sub>x</sub> emissions by 2023 and three-fourths by 2030.
- Reduction of VMT and congestion delays.
- Increase use of near-zero and zero-emission technologies for passenger vehicles.

The RTP/SCS includes actions and strategies that focus on four key areas:

- Land Use Actions and Strategies
- Transportation Network Actions and Strategies
- Transportation System Management Actions and Strategies
- Clean Vehicle Technology Actions and Strategies

All of Los Angeles County has opted to follow the SCAG 2016-2035 RTP/SCS except for the Gateway Cities Council of Governments (COG) (located in southeast Los Angeles County). The Gateway Cities COG elected to develop its own sub-regional sustainable communities strategy, with a memorandum of understanding to work with SCAG and meet the SCAG targets. The Gateway Cities COG SCS combines five bundles of strategies to meet estimated GHG reduction targets: transportation strategies, transportation demand management, land use strategies, regional transportation projects (through Metro), and interactive effects of land use and regional transit.

Metro and SCAG have entered into a Joint Work Program to implement the 2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). On April 4, 2012, the SCAG Regional Council unanimously adopted the 2012-2035 RTP and the region's first SCS. The adopted RTP/SCS includes land-use and transportation strategies that will support the region in meeting the established Greenhouse Gas (GHG) reduction targets of 8% per capita by 2020 and 13% per capita by 2035. While SCAG develops the RTP/SCS, the land-use and transportation changes within it are largely driven by the respective actions of local governments and County Transportation Commissions (Metro) that program the majority of transportation funds flowing into the region. Metro recognized the benefits of being engaged in the implementation of the Plan in order for its benefits to be realized, as well as, to ensure the region continues to make progress that can be reflected in the 2016 RTP/SCS.

The Metro Countywide Sustainability Planning Policy is a complement to Metro's efforts to improve air quality and increase transportation choices that have been underway for more than two decades. It is a tool for better defining the agency's long-term, desired sustainability outcomes in order to facilitate greater coordination and collaboration across transportation modes, planning disciplines (land-use, housing, environment, economic development, health, utilities), and government agencies.

For the last two decades, as part of its efforts to reduce local air pollution, SCAQMD has promoted a number of programs to combat climate change. For instance, SCAQMD has promoted energy conservation, low-carbon fuel technologies (natural gas vehicles; electric-hybrids, hydraulic hybrids, and battery-electric vehicles), renewable energy vehicle miles traveled (VMT) reduction programs, and market incentive programs.

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SCAQMD's first formal action to fight greenhouse gasses (GHG) occurred in 1991, with the issuance of its Policy on Global Warming and Stratospheric Ozone Depletion, targeting a transition away from chlorofluorocarbons (CFCs) as an industrial refrigerant and propellant in aerosol cans. In the early 1990s, SCAQMD adopted several regulations regarding ozone depleting compounds which served as models for state and federal agencies.

SCAQMD has adopted Regulation XXVII – Climate Change to create The Greenhouse Gas Reduction Program for greenhouse gas emission reductions in the District. The District will fund projects through contracts in response to requests for proposals or purchase reductions from other parties.

SCAQMD has adopted the [Air Quality-Related Energy Policy](#), which integrates air quality, energy, and climate change issues in a coordinated and consolidated manner. The policy document first presents an overall view of energy consumption within the Basin in 2008 and the related NO<sub>x</sub>, air toxics, and CO<sub>2</sub> emissions contributed by energy type. Ten air quality-related energy policies to guide and coordinate SCAQMD efforts are presented, followed by ten actions to support the policies.

The Governor's Office of Planning and Research has prepared a list of plans and initiatives adopted by California Jurisdictions to address GHG emissions. These local plans include Climate Action Plans; General Plan policies; General Plan Implementation measures; GHG reduction Plans; Sustainability Plans; and, Ordinances. Of the 88 cities in LA County, 12 have adopted Climate Action Plans and another 18 are in progress; 10 have adopted General Plan policies, with another 17 in progress. 7 have adopted General Plan implementation measures, with another 9 in progress. 6 have adopted GHG Reduction Plans, with another 7 in progress; 12 have adopted Sustainability Plans, with another 6 in progress; and, 6 have adopted climate change related ordinances, with another 6 in progress. OPR's list was last updated in June 2014.

In addition to these regional efforts, two cities in Los Angeles County have demonstrated particular climate action leadership, Santa Monica and the City of Los Angeles. The respective climate action and sustainability plans of these cities inform The Framework.

### *Metro Countywide Sustainability Planning Policy*

The Metro Countywide Sustainability Planning Policy, adopted in 2012, is a complement to Metro's efforts to improve air quality and increase transportation choices. It is a tool for better defining the agency's long-term, desired sustainability goals in order to facilitate greater coordination and collaboration across transportation modes, planning disciplines (land-use, housing, environment, economic development, health, utilities), and government agencies.

The following key concepts guide the policy framework:

- “Green Modes” or clean mobility options like active transportation, rideshare, transit, and clean-fueled vehicles.
- Integrated transportation and land use planning to increase opportunities for people to live and work in transit corridors and more compact communities.
- Multiple strategy approaches, or “bundling” complementary strategies together for maximum benefit, in order to derive the greatest return on major investments.
- Network Optimization, or technological improvements that increase connectivity.
- Regional and local focus on intermodal infrastructure investment to support long-term sustainable transportation demands.

The framework organizes policies according to location and accessibility, in terms of residential density and employment centrality, documenting the VMTs of individual trips. The framework guides the planning process, indicating the ways to achieve a more sustainable future such as a reduction in per capita VMTs through modal shifts, advancements in vehicle technology, improving traffic operations to smooth traffic and add auto capacity.

### *Metro Complete Streets Policy*

Adopted in 2014, the Metro Complete Streets Policy advances the vision provided in Metro’s Countywide Sustainability Planning Policy. The term “Complete Streets” describes a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians, users and operators of public transit, bicyclists, persons with disabilities, seniors, children, motorists, users of green modes, and movers of commercial goods. A complete street may include: sidewalks, bike lanes, special bus lanes, frequent crossing opportunities, pedestrian signals, curb extensions, and narrower travel lanes. These infrastructure improvements are intended to reduce auto dependency and its negative environmental impacts by creating viable and safe alternatives to travel.

The Policy serves as a guidance tool for Metro to better coordinate within the various functions and departments of the agency and between partner organizations that have influence or jurisdiction over the public realm. It is intended to achieve the following goals:

- Maximize the benefits of transit service and improve access to public transit by making it convenient, safe, and attractive for users.
- Maximize multi-modal benefits and efficiencies.
- Improve safety for all users on the transportation network.
- Facilitate multi-jurisdictional coordination and leverage partnerships and incentive programs to achieve a “complete” and integrated transportation system that serves all users.

- Establish active transportation improvements as integral elements of the countywide transportation system.
- Foster healthy, equitable, and economically vibrant communities where all residents have greater mobility choices.

### *Metro First Last Mile Strategic Plan*

Metro is developing a world-class rail system with stations that will be a short distance (three miles or less) from the homes of 7.8 million Los Angeles County residents. Over time, this number will continue to grow as cities modify their land-use plans to provide more housing and jobs near stations, consistent with market demand and regional goals for more sustainable communities. The Metro First Last Mile Strategic Plan, adopted in 2014, outlines a specific infrastructure improvement strategy designed to facilitate easy, safe, and efficient access to the Metro system. The toolbox within the plan identifies improvements for crossing enhancement/connections, signage/wayfinding, safety/comfort, allocation of street space, and plug-in components. The plan serves as a resource for Metro and the many public and private organizations throughout the region working to update programs, land-use plans, planning guidelines, business models, entitlement processes, and other tools that take advantage of LA County's significant investment in the public transportation network. The First Last Mile Strategic Plan goals include:

- Expand the reach of transit through infrastructure improvements.
- Maximize multi-modal benefits and efficiencies.
- Build on the RTP/SCS and Countywide Sustainable Planning Policy (multi-modal, green, equitable and smart).

By improving transit access and effectiveness, more people will likely opt into public transportation which in turn will reduce vehicle miles traveled (VMTs) and greenhouse gas emissions (GHGs), integrate physical activity into daily commute patterns, and improve economic vitality by connecting people to regional markets.

### *Metro Long Range Transportation Plan*

Metro's LRTP was adopted in 2009 and lays out a 30-year strategy for improving mobility in Los Angeles County. This \$300 billion LRTP and the projects within it are:

- Expanding and improving bus and rail service.
- Adding carpool lanes.
- Building freeway interchanges and carpool lane connectors.
- Funding arterial, signal synchronization, transportation demand management, bikeway, pedestrian, transit capital and transportation enhancements through the Call for Projects.

- Promoting rideshare and other Transportation Demand Management strategies that provide options to driving alone.

By 2040, the transit, bicycling, and carpool projects in the LRTP will reduce air pollution by an estimated six metric tons daily, daily VMT by three million, and daily GHG emissions by nearly 1,370 metric tons. Metro is currently working to update the LRTP and anticipates adopting the new LRTP in 2017.

### *Metro Short Range Transportation Plan*

The 2014 SRTP is a ten-year action plan that guides Metro's programs and projects through 2024. The SRTP advances the long-term goals identified in the 2009 Long Range Transportation Plan, identifying those projects and programs that will be implemented over the next ten years in accordance with the project priorities and funding schedules of the LRTP. Approximately \$88 billion has been committed over the next decade to implement these projects and programs which move Los Angeles County towards improved mobility, better air quality and increased transit access. Metro is investing most of these funds into projects that provide alternatives to the single-person car, thereby supporting the reduction of air pollution, VMT, and GHG emissions. Eighty-seven percent of the SRTP funds are for transportation alternatives including transit, carpool lanes, ridesharing programs, bikeways, and pedestrian linkages.

### *Metro Active Transportation Strategic Plan*

The Active Transportation Strategic Plan (Plan) is Metro's countywide effort to identify strategies to increase walking, bicycling and transit use in Los Angeles County. The Plan's policy and infrastructure recommendations will require collaboration between Metro, local and regional agencies, and other stakeholders to ensure implementation. The Plan will focus on improving first and last mile access to transit and propose a regional network of active transportation facilities, including shared-use paths and on-street bikeways, and develop a funding strategy to get them built. Identify improvements that **increase access** to transit for people who walk and bike. The Active Transportation Strategic Plan was adopted by the Metro Board of Directors on May 26, 2016.

The objectives of the Active Transportation Strategic plan are to:

- Create a **regional active transportation network**.
- Develop **supporting programs and policies** related to education, encouragement, enforcement, and evaluation.
- Guide **future investments**.
- Develop a **funding strategy**

### Local Plans in Support of Regional Planning Documents

The local plans described below were discussed in the previous annual report and continue to reflect the goals and sustainability objectives outlined in the regional planning documents discussed in both this

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and last year's report, as well as the objectives of those new regional planning documents included in this report. When appropriate, the local plans descriptions have been updated.

## *Sustainable Community Strategies*

As stated in the first annual report, all of Los Angeles County has opted to follow the SCAG 2012-2035 RTP/SCS except for the Gateway Cities Council of Governments (COG) (located in southeastern Los Angeles County). Although the Gateway Cities COG elected to develop its own sub-regional sustainable communities strategy, it agreed to work with SCAG to meet their targets. The Gateway Cities COG SCS focuses on five bundles of strategies for achieving GHG reduction targets: transportation strategies, transportation demand management strategies, land use, regional transportation projects (through Metro), and the interactive effects of land use and regional transit projects.

## *Climate Action and Sustainability Plans*

Climate action plans take an inventory of emissions from building energy, land use and transportation, water consumption, and waste generation, etc. and set measures for reducing future emissions to achieve specific reduction targets. Of the 88 cities in Los Angeles County, 12 have adopted climate action plans and another 16 are in progress. These climate action plans vary in scope and intensity but are overall in support of the regional planning objectives. In addition to climate action plans, 12 cities have adopted sustainability plans, with 6 more in progress. Although less comprehensive than sustainability plans, several cities have adopted, or are working towards adopting, GHG reduction plans (6 adopted and 7 in progress). Furthermore, several local jurisdictions within the county have developed or are in the process of developing general plan policies (10 adopted and 17 in progress), general plan implementation measures (7 adopted and 9 in progress) and ordinances (6 adopted and 6 in progress) supportive of sustainability efforts consistent with all three regional policy documents.

## *Transit Supportive Planning*

Several local jurisdictions are also developing transit supportive land use plans that reflect the goals and sustainability objectives outlined in the SCAG RTS/SCS, Metro Countywide Sustainability Planning Policy, Metro Complete Streets Policy, and Metro First Last Mile Strategic Plan, Metro LRTP, Metro SRTP and SCAQMD greenhouse gas emission reduction policies and regulations. Through Metro's TOD Planning Grant Program, 27 Los Angeles County local jurisdictions have or are amending and/or developing new transit-supportive specific plans, overlay zones, and/or general plan updates. These regulatory changes will reduce GHG emissions and per capita vehicle emissions, as well as increase transit ridership and energy efficiency by promoting compact development and non-automobile forms of transportation around transit stations. The regulatory changes will help focus future housing and job growth within high-quality transit areas.

### *Complete Streets*

Of the 88 cities in Los Angeles County, 39 cities have adopted complete streets guidelines into their General Plan and 4 cities have adopted a complete streets policy. These policies support all regional planning documents by promoting clean mobility options such as active transportation and infrastructure investment that support long-term sustainable transportation demands. By promoting alternative methods of transportation to the car, complete streets reduce GHG emissions and VMT, therefore improving the region's air quality.

### *Active Transportation Strategic Plans*

When it was adopted, the Board of Directors also passed a motion to implement first/last mile utilizing the data collected and analyzed in the ATSP. Metro is in the process of carrying out the implementation of the ATSP and the first/last mile implementation actions directed by the Board.

### **(b) What local plans do not yet reflect the regional planning objectives?**

Of the 88 cities in LA County, 43 have not yet adopted, nor are in the process of drafting, policies and/or programs to address climate change and/or to reduce GHG emissions from their community and municipal activities.

### **(c) What are the issues/barriers that may have arisen to make it difficult to implement the sustainability goals at the local level? Indicate a plan to overcome those issues/barriers.**

NOTE: There has not been any change to the issues and barriers in implementing sustainability goals at the local level for the Los Angeles region. Therefore, the following text remains significantly the same as in Annual Report #2.

Local practitioners and decision-makers continue to face the same barriers discussed in last year's annual report. These barriers include lack of staff technical expertise in the subject matter and capacity, as well as funds.

Most jurisdictions in the region lack staff capacity to research relevant information on climate change, resiliency planning, and implementation measures. Jurisdictions don't have the necessary human resource to create climate action policies and programs, therefore impeding the adoption of these plans by decision makers. This hampers local resiliency planning efforts and leaves potential program implementation funds untapped.

Lack of capacity and funds also make it difficult for local jurisdictions to implement sustainability goals with respect to land use and transportation. As previously stated, many jurisdictions have outdated land



use regulatory documents which promote a car-oriented environment. The recent recession and dissolution of community redevelopment agencies left local jurisdictions understaffed and pressed for funds to plan for more sustainable land use patterns and transportation options. Local jurisdictions lack the resources to update and/or create new regulatory documents that promote a mix of uses, higher density, lower parking requirements, use of transit, pedestrian-friendly design standards, and a more sustainable future.

The Transit Supportive Planning Toolkit will aid local jurisdictions in adopting land use regulatory changes supportive of transit and more sustainable forms of developments. Contingent on Metro Board approval, the Toolkit will become a resource to utilize with Metro's TOD Planning Grant Program which provides funds to local jurisdictions (including funds for staff labor) to develop and adopt transit supportive land use regulations.

**(d) The progress to date on the goals measured by the indicators outlined in the grant application. The indicators can include process goals, such as numbers of meetings or the extent of outreach efforts, as well as specific metrics such as reduced VMT or additional miles of bike lanes. Any indicators that cannot be measured at the time the annual report is due (because the project has not matured to the point that the indicator is meaningful), should include a statement as to why a particular indicator is not yet measurable.**

#### Task 1: Grant Administration

No indicators identified in the grant agreement.

#### Task 4: Local Implementation Measures/ TOD Model Ordinance

##### *1) Number of literature, policies and best practices reviewed-*

The consultant team reviewed an extensive amount of policies, plans, and reports to develop the draft Transit Supportive Planning Toolkit. With the number of tools and case studies that have been incorporated into the draft toolkit, well over 200 different policies, plans, and reports were reviewed. This research and review process led to the development of the 10 Characteristics of Transit Supportive Places identified in the toolkit, as well as the 37 planning and policies tools and 108 case studies.

##### *2) Number of categories created for Matrix –*

The Best Practices Matrix developed as part of Task 3.1 includes 10 characteristics that are commonly found in successful transit supportive places and planning documents. These 10 characteristics include:

- Compact Design: Compact design, or density, refers to the number of people, homes, or jobs per unit of area. Density, especially within a quarter or half -mile of a transit facility, can impact

travel behavior by reducing travel distances for daily activities, improving mobility options, and create environments for people to rely on non-automobile modes.

- **Complete Neighborhoods:** Complete neighborhoods refer to places where people have safe and convenient access to goods and services. Complete neighborhoods include a variety of housing options, retail and commercial services, and community services.
- **Street and Network Connectivity:** Connections for pedestrians, cyclists, and vehicles improve accessibility to adjacent areas and uses.
- **Site Layout, Parking Layout, and Building Design:** Placing building towards the edges of streets and public spaces help create walkable urban environments. Buildings placed near the edge of sidewalks help provide a sense of definition to streets and also emphasize the pedestrian access compared to locations where parking is located between the sidewalk and the building.
- **Affordable Housing:** Low-income residents, including seniors, often have some of the lowest rates of car ownership and highest rates of transit ridership. Adding new affordable housing near transit can improve access to employment, health care, and education opportunities and reduce commuting cost for low-income families while creating a more efficient transit system.
- **Commercial Stabilization, Business Retention, and Expansion:** Increasing property values near transit stations may increase cost pressures on existing businesses, attracting new retailers and jobs that compete with existing neighborhood businesses. Commercial stabilization measures can help protect and encourage existing small, local businesses that serve the needs of neighborhood residents.
- **Transit Prioritization, Accessibility, and Area Design:** Transit-first policies prioritize transit and other non-motorized transportation modes and can be used to support decision-making related to sustainable transportation.
- **Parking Management:** Parking management affects the relative supply, price, and regulation of parking facilities within an area. Efficient parking management can reduce the parking supply needed, allowing an increase in land use intensity, a mix of uses, wider sidewalks, and bike networks.
- **Transportation Demand Management:** Transportation Demand Management (TDM) refers to various strategies aimed at more efficient use of transportation systems.
- **Pedestrian and Bicycle Circulation:** Quality of pedestrian and bicycle circulation conditions affect travel activity including transit ridership.

### *3) Number of policies and strategies in Matrix –*

The Transit Supportive Planning Toolkit includes 37 planning and policy tools, organized into the following categories:

- Land Use/Planning
- Transportation and Parking
- Urban Design
- Financing

#### *4) Number of model ordinances, strategies offered –*

The 37 Transit Supportive Planning and Policy Tools include 108 individual case studies that examine plans, programs, ordinances, and strategies adopted by other jurisdictions in Los Angeles County and throughout the United States. The case studies include direct links to the actual plan documents or ordinance language for review by local agency staff.

#### *5) Number of manuals distributed/requested –*

The Transit Supportive Planning Toolkit content has been published on Metro's website.

#### *6) Number of training materials distributed/requested –*

Metro staff held five workshops and provided training which included a presentation that provided an overview of the Transit Supportive Planning Toolkit, as well as a fact sheet handout that identified the primary components of the toolkit. The fact sheet was distributed to all attendees of the five workshops and the workshop presentation will be made available for download from the Toolkit website once the final version is live.

#### *7) Number of workshops held –*

Five training workshops were conducted on the following dates:

- Tuesday, July 26, 2016 – San Gabriel Valley
- Wednesday, July 27, 2016 – Gateway Cities
- Thursday, July 28, 2016 – Downtown Los Angeles
- Thursday, August 18, 2016 – Webinar
- Wednesday, August 24, 2016 – Downtown Los Angeles

#### *8) Number of attendees at workshops –*

The number of attendees at each workshop was:

- Tuesday, July 26, 2016 – San Gabriel Valley – 16 attendees
- Wednesday, July 27, 2016 – Gateway Cities – 20 attendees

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- Thursday, July 28, 2016 – Downtown Los Angeles – 14 attendees
- Thursday, August 18, 2016 – Webinar – 27 attendees
- Wednesday, August 24, 2016 – Downtown Los Angeles – 12 attendees

The following indicators are not measurable as Metro does not have the ability to implement land use actions. Metro developed a resource that has been made available to cities in Los Angeles County to advance their planning work. Each metric description includes anticipated method(s) of measure (if feasible) that parties could establish if they have the capacity to implement as part of their grant funded regulatory planning document.

### Increase Affordable Housing

- Adoption of model ordinance elements by municipalities – Metro does not have land use control. However, the Toolkit identifies Affordable Housing as one of the 10 characteristics of transit supportive places. As such, contingent on Board approval, Metro TOD Planning Grant Program grantees would be encouraged to consider affordable housing in their planning efforts.
- Metro could track the number of Metro-funded plans that incorporate affordable housing policies.
- Increase in affordable housing developments and density bonus recipients (where ordinance allows such bonus for the inclusion of affordable units) – This is beyond the scope of Metro Transit Supportive Planning Toolkit.
- Increase in affordable units in mixed-use and infill developments – Similar to the item above. Cities would need to track and provide data to Metro for compilation of county-wide data.

### Promote Infill and Compact Development

- Municipalities participating in the development of the planning tools and Model Ordinance elements – Staff from the County and 32 different cities attended the Technical Assistance Workshops and participated in a review of the Transit Supportive Planning Toolkit. All attendees were asked to provide comments and feedback regarding the toolkit elements, including the tools, case studies, and other information.
- Adoption of Model Ordinance elements and related policies that encourage compact and mixed-use development – Metro may be able to track this metric through the number of Metro-funded plans that align with the Toolkit.
- Increase in the number of transit-oriented districts within the County that provide incentives for appropriate development – Metro would need to define what is a “transit-oriented district.” If a single definition is agreed to, this metric could be tracked.
- Decrease in the number of inappropriate or automobile-oriented uses within a ½ mile radius of major transit hubs – This metric may be difficult to track and would require defining inappropriate or automobile-oriented uses. This definition could change from city to city.

- Increase in the number of walkable public services, such as parks and community centers - This metric may be difficult to track. This definition could change from city to city.
- Increase in housing units within a predetermined distance of transit and professional centers – Metro can track the number of Metro-funded plans that increase potential housing units within the boundaries of Metro-funded plans.

### Revitalize Urban and Community Centers

- Increase in the number of redeveloped lots within transit-oriented districts and other community centers – This is difficult to track. Metro does not have land use authority and funds local cities to develop regulatory documents, but not to implement parcel redevelopment.
- Increase in funds allocated toward infill and rehabilitation development as compared to Greenfield development – Not recommended for tracking as this metric may be difficult to isolate the proportion of impact resulting from transit supportive policies. It may also be difficult to obtain accurate information regarding project costs and fund allocation.
- Increase in the number of community uses of existing public buildings - Not recommended for tracking as this metric may be difficult to isolate the proportion of impact resulting from transit supportive policies.
- Increase in number of permits issued for redevelopment and rehabilitation projects – Metro does not have land use or permit authority in Los Angeles County, this is subject to local control- therefore this is not something Metro can track nor can we obligate local cities to track.
- Increase in the number of walkable public services, such as parks and community centers - This metric can be tracked by accounting for the number of Metro-funded plans that advance policies that create improved regulatory environments around increasing walkable public services.

### Reduce Automobile Usage and Fuel Consumption

- Increase in transit ridership – Metro can track transit boardings at stations before and after the adoption of transit supportive plans and policies.
- Decreased per capita VMT – Metro cannot take on the responsibility of tracking this. This metric can be tracked on a regional basis and can be documented on a project-by-project basis once full adoption of SB 743 CEQA standards is completed. However, Metro can account for the number of Metro-funded plans that include the transit supportive planning principles.
- Decrease in congestion on local freeways – This metric may be difficult to isolate the proportion of impact resulting from transit supportive policies, when compared to other factors such as the economy, VMT, etc.
- Increased number of pedestrian and bicycle corridors – Can be tracked by monitoring the number of miles of new bicycle and pedestrian infrastructure. However, this metric may be

difficult to isolate the proportion of impact resulting from transit supportive policies and is not something that Metro has control over or can track.

- Increased number of alternative and efficient cars and trucks – Not recommended for tracking as this metric may be difficult to isolate the proportion of impact resulting from transit supportive policies.
- Reduction in the consumption of fossil fuels – Not recommended for tracking as this metric may be difficult to isolate the proportion of impact resulting from transit supportive policies.

### Improve Infrastructure Systems

- Increase, in miles, of public transit ways (rail or dedicated bus) and bikeways – Metro can track public transit ways but cannot track local bikeways as Metro does not have any control over those infrastructure improvements and is not notified when they occur.
- Increase in retrofit plans and studies for sea walls, flood control, and fire protection in anticipation of climate impacts- This is beyond the scope of Metro Transit Supportive Planning Toolkit
- Increase in the number of retrofitted buildings for energy efficiency- This is beyond the scope of Metro Transit Supportive Planning Toolkit
- Increase in park acreage per capita countywide LA County- This is beyond the scope of Metro Transit Supportive Planning Toolkit

### Promote Equity

- Adoption of model ordinances and strategies that are targeted to cities with median income levels less than the countywide average – Metro staff is recommending that the Board adopt amendment Guidelines for the Planning Grant Program. The amended Guidelines include equity considerations. Contingent on Board approval, Metro can track the number of plans that are advanced.
- Increase in public transportation availability in cities with median income levels less than the countywide average – Metro can track through awards of project funding and completion of projects through TOD Planning Grant Program.
- Decrease in energy and water costs/consumption rates- Utility companies already have such programs in place.

### Strengthen the Economy

- Increase in green job training programs and curriculums in the local community colleges and universities- This is beyond the scope of Metro Transit Supportive Planning Toolkit

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- Increase in number of green jobs - This is beyond the scope of Metro Transit Supportive Planning Toolkit
- Increase in number of public transit-oriented jobs- This is beyond the scope of Metro Transit Supportive Planning Toolkit
- Increase in revenue from public transportation sector – Metro can track transit farebox amounts.