

Compliance Checklist Attachments

Reporting Jurisdiction: San Pablo
For Fiscal Years 2015-16 and 2016-17
Reporting Period: Calendar Years 2016 & 2017

Measure J Growth Management Program Compliance Checklist

1.	Action Plans	YES	NO	N/A
a.	Is the jurisdiction implementing the actions called for in the applicable Action Plan for all designated Routes of Regional Significance within the jurisdiction?	X		
b.	Has the jurisdiction implemented the following procedures as outlined in the <i>Implementation Guide</i> and the applicable Action Plan for Routes of Regional Significance?			
i.	Circulation of environmental documents,	X		
ii.	Analysis of the impacts of proposed General Plan Amendments and recommendation of changes to Action Plans, and	X		
iii.	Conditioning the approval of projects consistent with Action Plan policies?	X		
C.	Has the jurisdiction followed the procedures for RTPC review of General Plan Amendments as called for in the <i>Implementation Guide</i> ?	X		
2.	Development Mitigation Program	YES	NO	
a.	Has the jurisdiction adopted and implemented a local development mitigation program to ensure that new development pays its fair share of the impact mitigation costs associated with that development?	X		
b.	Has the jurisdiction adopted and implemented the regional transportation mitigation program, developed and adopted by the applicable Regional Transportation Planning Committee, including any regional traffic mitigation fees, assessments, or other mitigation as appropriate?	X		

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3. Address Housing Options	YES	NO
<p>a. Has the jurisdiction prepared and submitted a report to the Authority demonstrating reasonable progress in providing housing opportunities for all income levels under its Housing Element? The report can demonstrate progress by:</p> <p>(1) comparing the number of housing units approved, constructed or occupied within the jurisdiction over the preceding five years with the number of units needed on average each year to meet the housing objectives established in its Housing Element; or</p> <p>(2) illustrating how the jurisdiction has adequately planned to meet the existing and projected housing needs through the adoption of land use plans and regulatory systems which provide opportunities for, and do not unduly constrain, housing development; or</p> <p>(3) illustrating how its General Plan and zoning regulations facilitate improvement or development of sufficient housing to meet the Element's objectives.</p> <p><i>Note: A copy of the local jurisdiction's annual report to the state Department of Housing and Community Development (HCD) is sufficient.</i></p>	X	
<p>b. Does the jurisdiction's General Plan - or other adopted policy document or report-consider the impacts that its land use and development policies have on the local, regional and countywide transportation system, including the level of transportation capacity that can reasonably be provided?</p>	X	
<p>c. Has the jurisdiction incorporated policies and standards into its development approval process that support transit, bicycle and pedestrian access in new developments?</p>	X	

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4. Traffic Impact Studies	YES	NO	N/A
a. Using the Authority's <i>Technical Procedures</i> , have traffic impact studies been conducted as part of development review for all projects estimated to generate more than 100 net new peak-hour vehicle trips? (Note: Lower traffic generation thresholds established through the RTPC's Action Plan may apply).	X		
b. If the answer to 4.a. above is "yes", did the local jurisdiction notify affected parties and circulate the traffic impact study during the environmental review process?	X		
5. Participation in Cooperative, Multi-Jurisdictional Planning	YES	NO	
a. During the reporting period, has the jurisdiction's Council/Board representative regularly participated in meetings of the appropriate Regional Transportation Planning Committee (RTPC), and have the jurisdiction's local representatives to the RTPC regularly reported on the activities of the Regional Committee to the jurisdiction's council or board? (Note: Each RTPC should have a policy that defines what constitutes regular attendance of Council/Board members at RTPC meetings.)	X		
b. Has the local jurisdiction worked with the RTPC to develop and implement the Action Plans, including identification of Routes of Regional Significance, establishing Multimodal Transportation Service Objectives (MTSOs) for those routes, and defining actions for achieving the MTSOs?	X		
c. Has the local jurisdiction applied the Authority's travel demand model and <i>Technical Procedures</i> to the analysis of General Plan Amendments (GPAs) and developments exceeding specified thresholds for their effect on the regional transportation system, including on Action Plan MTSOs?	X		

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	YES	NO
d. As needed, has the jurisdiction made available, as in put into the countywide transportation computer model, data on proposed improvements to the jurisdiction's transportation system, including roadways, pedestrian circulation, bikeways and trails, planned and improved development within the jurisdiction, and traffic patterns?	X	
6. Five-Year Capital Improvement Program	YES	NO
Does the jurisdiction have an adopted five-year capital improvement program (CIP) that includes approved projects and an analysis of project costs as well as a financial plan for providing the improvements? (The transportation component of the plan must be forwarded to the Authority for incorporation into the Authority's database of transportation projects)	X	
7. Transportation Systems Management Program	YES	NO
Has the jurisdiction adopted a transportation systems management ordinance or resolution that incorporates required policies consistent with the updated model ordinance prepared by the Authority for use by local agencies or qualified for adoption of alternative mitigation measures because it has a small employment base?	X	
8. Adoption of a voter-approved Urban Limit Line	YES	NO N/A
a. Has the local jurisdiction adopted and continually complied with an applicable voter-approved Urban Limit Line as outlined in the Authority's annual ULL Policy Advisory Letter?	X	

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- b. If the jurisdiction has modified its voter-approved ULL or approved a major subdivision or General Plan Amendment outside the ULL, has the jurisdiction made a finding of consistency with the Measure J provisions on ULLs and criteria in the ULL Policy Advisory Letter after holding a noticed public hearing and making the proposed finding publically available? X

9. Adoption of the Measure J Growth Management Element

YES NO N/A

Has the local jurisdiction adopted a final GME for its General Plan that substantially complies with the intent of the Authority's adopted Measure J Model GME?

X

10. Posting of Signs

YES NO N/A

Has the jurisdiction posted signs meeting Authority specifications for all projects exceeding \$250,000 that are funded, in whole or in part, with Measure C or Measure J funds?

X

11. Maintenance of Effort (MoE)

YES NO

Has the jurisdiction met the MoE requirements of Measure J as stated in Section 6 of the Contra Costa Transportation Improvement and Growth Management Ordinance (as amended)? (See the Checklist Instructions for a listing of MoE requirements by local jurisdiction.)

X

12. Submittal of LSM Reporting and Audit Forms

YES NO

Has the local jurisdiction submitted a Local Street Maintenance and Improvement Reporting Form and Audit Reporting Form for eligible expenditures of 18 percent funds covering FY 2015-16 and FY 2016-17?

X

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13. Other Considerations	YES	NO	N/A
If the jurisdiction believes that the requirements of Measure J have been satisfied in a way not indicated on this checklist, has an explanation been attached below?			X

14. Review and Approval of Checklist

This checklist was prepared by:

Signature

Date

Name & Title (print)

Phone

Email

The council of _____ has reviewed the completed checklist and found that the policies and programs of the jurisdiction as reported herein conform to the requirements for compliance with the Contra Costa Transportation Improvement and Growth Management Program.

Certified Signature (Mayor or Chair)

Date

Name & Title (print)

Attest Signature (City/Town/County Clerk)

Date

Name (print)

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Supplementary Information (Required)

1. Action Plans

- a. *Please summarize steps taken during the reporting period to implement the actions, programs, and measures called for in the applicable Action Plans for Routes of Regional Significance:*

See Attachment 1a.

- b. *Attach, list and briefly describe any General Plan Amendments that were approved during the reporting period. Please specify which amendments affected ability to meet the standards in the Growth Management Element and/or affected ability to implement Action Plan policies or meet Traffic Service Objectives. Indicate if amendments were forwarded to the jurisdiction's RTPC for review, and describe the results of that review relative to Action Plan implementation:*

The City of San Pablo processed two General Plan Amendments (GPA) in 2016 and 2017. The first GPA was to change General Plan designation at 2000 Vale Road from Public Institutional to Commercial Mixed Use. This was approved by the City Council in January 2016. The second GPA was to change the General Plan and Zoning designations at 13831 San Pablo Avenue from Public Institutional to Mixed Use Center – City Hall. This was approved by the City Council in September 2017.

These amendments were submitted to the Contra Costa County Transportation Authority (CCTA) for review of the environmental documentation of these projects.

Provide a summary list of projects approved during the reporting period and the conditions required for consistency with the Action Plan:

See Attachment 1b.

2. Development Mitigation Program

- a. *Describe progress on implementation of the regional transportation mitigation program:*

Regional STMP Fees are charged to developments per the City's adopted fee schedule. The following policies are located within the Growth Management Element of the San Pablo General Plan 2030:

GME-1-3: Continue to require new development to pay its fair share of needed transportation improvements through impact fees, community benefit agreements, and other mechanisms.

Under the development mitigation programs, the City will collect fees to mitigate transportation impacts to the local and regional transportation facilities. This will ensure new development contributes a fair amount to maintain or improve transportation facilities and services in proportion to the demand generated by project occupants and users.

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GME-1-5: Approve a development project only after making findings that one or more of the following conditions are met:

No revenue from Measure J will be used to replace or provide developer funding that has or would have been committed to any mitigation project;

The development project will fully fund public facilities and infrastructure as necessary to mitigate any impacts arising from the new development; and

The development project will pay mitigation fees for public facilities and infrastructure improvements in proportion to the development's impacts.

The following policy is located within the Circulation Element of the San Pablo General Plan 2030:

C-1-10: Require new development to provide traffic improvements necessary to accommodate trips generated by the project without violating traffic LOS standards established by Policy C-1-7 or increasing the travel delay index above that established for Interstate 80 unless the City adopts Findings of Special Circumstances.

Findings of Special Circumstances are findings made by the City, that override the traffic level of service standards established in Policy C-I-7, when a city street does not meet its adopted standard.

3. Address Housing Options

- a. *Please attach a report demonstrating reasonable progress in providing housing opportunities for all income levels. (Note: A copy of the local jurisdiction's annual report to the state Department of Housing and Community Development (HCD) is sufficient).*

See Attachment 3a., Resolution 2019-036 (Annual Progress Report).

- b. *Please attach the jurisdiction's adopted policies and standards that ensure consideration of and support for walking, bicycling, and transit access during the review of proposed development.*

See Attachment 3b.

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4. Traffic Impact Studies

Please list all traffic impact studies that have been conducted as part of the development review of any project that generated more than 100 net new peak hour vehicle trips. (Note: lower traffic generation thresholds established through the RTPC's Action Plan may apply). Note whether the study was consistent with the Authority's Technical Procedures and whether notification and circulation was undertaken during the environmental review process.

See Attachment 4 for the list of projects.

These traffic studies were consistent with CCTA's Technical Procedures, and submitted to the Contra Costa County Transportation Authority (CCTA) for review of the environmental documentation of these projects.

5. Participation in Cooperative, Multi-Jurisdictional Planning

No attachments necessary.

6. Five-Year Capital Improvement Program

Please attach the transportation component of the most recent CIP version, if the Authority does not already have it. Otherwise, list the resolution number and date of adoption of the most recent five-year CIP.

See Attachment 6, City of San Pablo Capital Improvement Program (CIP).

7. Transportation Systems Management Program

Please attach a copy of the jurisdiction's TSM ordinance, or list the date of ordinance or resolution adoption and its number.

See Attachment 7, Resolution 2013-104 (Transportation Systems Management Program)

8. Adoption of a voter-approved Urban Limit Line

The local jurisdiction's adopted ULL is on file at the Authority offices. Please specify any actions that were taken during the reporting period with regard to changes or modifications to the voter-approved ULL, which should include a resolution making a finding of consistency with Measure J, and a copy of the related public hearing notice.

No actions have been taken by the City of San Pablo to modify the Urban Limit Line.

9. Adoption of the Measure J Growth Management Element

Please attach the adopted Final Measure J Growth Management Element to the local jurisdiction's General Plan.

See Attachment 9.

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10. Posting of Signs

Provide a list of all projects exceeding \$250,000 within the jurisdiction, noting which ones are or were signed according to Authority specifications.

In 2016, the City underwent some staff transitioning. Due to this, the City did not post signs for projects funded in whole in part by Measure J funds. The City did not use Measure J funds for LSM projects in 2017 and therefore did not post signs.

The City plans to utilize Measure J funds for qualifying LSM projects in 2018 and 2019 and will post signs at the appropriate project locations.

11. Maintenance of Effort (MoE)

Please indicate the jurisdiction's MoE requirement and MoE expenditures for the past two fiscal years {FY 2015-16 and FY 2016-17}. See the Instructions to identify the MoE requirements.

See Attachment 11 for detailed breakdown of MoE requirement and expenditures.

12. Submittal of LSM Reporting Form and Audit Reporting Form

See Attachment 12.

Please note: In FY 2016 and FY 2017, the City of San Pablo did not have individual LSM expenditures over \$10,000 and therefore did not submit LSM Reporting and Audit forms for those years. Moving forward, the City will submit LSM Reporting and Audit Forms to CCTA even if no individual LSM expenditures over \$10,000 were accrued.

13. Other Considerations

Please specify any alternative methods of achieving compliance for any components for the Measure J Growth Management Program.

No alternative methods are promoted by the City of San Pablo.

Measure J GMP Checklist – City of San Pablo
Projects with Traffic Impact Studies approved in Calendar Year 2016 or 2017

Project Name and Address	Type of CEQA Adopted	Traffic Study Prepared?	Legal Ad or Public Notice	General Plan Amendment or Specific Plan	Year Approved
2000 Vale Road, Doctor's Medical Center General Plan and Specific Plan Amendments and Rezoning	Mitigated Negative Declaration	Yes.	Yes. See attached.	Yes, both a General Plan and Specific Plan Amendment were approved as part of the project.	January 2016 by the City Council
General Plan and Specific Plan Amendments and Rezoning at 13831 San Pablo Avenue (existing City Hall site)	Mitigated Negative Declaration	Yes.	Yes. See attached.	Yes, both a General Plan and Specific Plan Amendment were approved as part of the project.	September 2017 by the City Council
13717 San Pablo Avenue, Freestanding Commercial Building, and Eight Townhomes at Block C	Compliance using Section 15183.	Yes. No net new peak-hour vehicle trips.	Yes. See attached.	No.	March 2017 by the Planning Commission
New Women's, Infant, and Children's (WIC) Building	Compliance using Section 15183.	Yes.	Yes. See attached.	No.	May 2017 by the Planning Commission
1000 Gateway, New City of San Pablo City Hall		Yes.	Yes. See attached.	No.	2017 by the Planning Commission
13751 San Pablo Avenue, renovated Library (San Pablo Avenue and Church Lane)	Compliance using Sections 15300.2, 15443, and 15183	Yes.	Yes. See attached.	No.	January 2016 by the Planning Commission.