



PILOT SMART GROWTH INCENTIVE PROGRAM GUIDELINES

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PILOT SMART GROWTH INCENTIVE PROGRAM GUIDELINES

PROGRAM OVERVIEW AND INSTRUCTIONS

Program Description

The *Pilot Smart Growth Incentive Program (SGIP)* funds transportation infrastructure improvements that support smart growth development. Project types could include improvements to pedestrian, bicycle and transit facilities, traffic calming, streetscape enhancements, and other innovative smart growth-supporting infrastructure. These projects should encourage pedestrian, bicycle and transit trips; support a community's larger infill development or revitalization effort; and provide for a wider range of transportation choices, improved internal mobility, and stronger sense of place. Funds can be used for preliminary engineering (design and environmental), right-of-way acquisition, and construction.

These Program Guidelines describe the application and call for projects process. Applications are due to SANDAG no later than June 24, 2005.

Who Can Apply?

SGIP grants are awarded on a competitive basis. Local governments, transit operators, and other public agencies are eligible recipients of the federal funds. Nonprofit and community-based organizations may be partners with government agencies but cannot apply directly for the funds. Grant recipients will be required to take the capital project through the federal-aid process with Caltrans Local Assistance and meet both state and SANDAG "use it or lose it" requirements for the funds. In addition, grant recipients may be required to attend a workshop on project implementation and the federal-aid process.

How Much Funding is Available?

There is approximately \$17 million in federal Transportation Enhancement (TE) Funds available for the Pilot SGIP. Requested grants should range between \$200,000 and \$2 million per project. The TE funds are available for up to 88.53 percent of the total project cost. Applicants must provide a minimum local match of 11.47 percent.

Eligible Activities

Project activities eligible for funding include bicycle and pedestrian paths and bridges; on-street bike lanes; pedestrian plazas; pedestrian street crossings; streetscape enhancements such as median landscaping, street trees, lighting, street furniture; traffic calming design features such as pedestrian bulb-outs or traffic circles; transit stop amenities; way-finding signage; and gateway features. Other project types such as parking also may be eligible provided the TE funds can be swapped for another funding source.

Applicants should check with SANDAG and Caltrans Office of Local Assistance for help determining project eligibility. Regardless of the project type, SANDAG is looking for capital projects that are well-designed, expand transportation options, result in numerous community benefits, and are part of a community's broader revitalization and development efforts.

Smart Growth Areas

Projects funded by the Pilot Smart Growth Incentive Program should be in existing or future smart growth areas. SANDAG has just begun the process of working with local jurisdictions to identify these areas as part of the development of the Smart Growth Concept Map called for in the Regional Comprehensive Plan (RCP). Until that map is developed, the pilot program will evaluate projects based on criteria that address how well the project area exemplifies the smart growth place type characteristics described in the RCP. These characteristics include mixed use, higher intensity, walkable development that is associated with an existing or planned regional transit facility or transit corridor. Section II-B of the project evaluation criteria addresses these characteristics.

The RCP clearly defines six smart growth place types that require a connection to regional transit service; in addition a rural community smart growth place type also is included. Applicants should be able to classify their project sites within one of these smart growth area types. The selection criteria favor projects in locations where existing or planned development best exemplifies one of those place types. See Attachment 1, Smart Growth Area Classifications, for a description of the place types.

How Will Projects Be Evaluated?

The primary goal of the Pilot Smart Growth Incentive Program is to deliver a set of constructible projects that will serve as models for how public infrastructure funding can be used to encourage smart growth development. To achieve that goal, the evaluation criteria focus on constructability, the qualities and characteristics of the existing or planned land uses and transportation facilities in the project area, the qualities of the project itself, and available matching funds. A copy of the evaluation matrix is included as Attachment 2 of the program guidelines.

The evaluation criteria have two main components: eligibility screening criteria and project evaluation criteria. Once a project has passed the eligibility screening, it will be scored based on the project evaluation criteria. Each project evaluation criterion is ranked on a scale from 0 to 5. Each criterion is then weighted by a factor from 1 to 4 depending on its relative importance.

The "project," is the capital improvement that would be supported by the Pilot SGIP grant. It could include any number of project types eligible under the federal TE program, including bicycle and pedestrian improvements, streetscape enhancements, enhancements to transit facilities, and other types. A candidate project could include one or more of these types of improvements, and would be evaluated based on how well it proposes to execute each type of improvement.

The eligibility screening and project evaluation criteria are discussed in more detail below.

Section 1: Project Screening Criteria

Project Screening Criteria are primarily used to determine basic program eligibility and ensure that the applicant is committed to the project. Three criteria must be met before a project can be evaluated further: (1) Applicants must provide a resolution authorizing the application and committing matching funds and staff resources to the project from a local Board or Council; (2) applicants must certify that other necessary funding is committed to the project; and (3) eligibility under the federal funding program guidelines must be met.

Applicants with questions about project eligibility should contact SANDAG (619-699-1924) or Caltrans Office of Local Assistance (858-616-6525). The resolution from the Board or Council may be submitted after the application deadline, provided it is received before the project evaluation panel makes its recommendation on project priorities.

Section 2: Project Evaluation Criteria

PART A. The *Project Readiness* criterion is used to evaluate whether the capital project will be able to meet its schedule as stated in the application. The further along the project is in the project development process, the more points the project would earn. Project Readiness has been weighted so as to reflect the relative importance of this evaluation criterion. Only projects that are ready for construction will score the highest in this category and achieve the full 15 points allotted.

PART B. *Smart Growth Area Land Use Characteristics* are used to evaluate how well the existing or planned land uses and transportation system characteristics in the project area reflect its smart growth place type. Projects supporting residential development that exceeds minimum density levels for its smart growth place type will score the highest in the *Intensity of Development* category.

In order to achieve the highest score in the *Land Use and Transportation Characteristics of Project Area* category, the project must be in an area that provides, or is planned to provide, a mix of uses combined with the appropriate transportation system characteristics. Special emphasis is placed on areas focused around regional transit facilities.

The *Urban Design Characteristics* of the project will be evaluated to determine how well the area reflects the smart growth design principles in the RCP. For additional guidance, refer to SANDAG's *Planning and Designing for Pedestrians*.

The criterion *Related Land Development* evaluates how well new land development or redevelopment directly related to the proposed project reflects smart growth development principles, particularly in terms of providing for additional housing. To be directly related, the project must abut or directly serve the new land development.

Finally, proposed projects directly related to land development that includes *Affordable Housing* will be scored based on the quantity of affordable housing provided. "Affordable housing" means housing that serves extremely low, very low, or low income households (between 0 – 80 percent of area median income adjusted for household size). Affordable housing costs are defined in Section 6918 for renters and Section 6920 for purchasers of Title 25 of the California Code of Regulations, and in Sections 50052.5 and 50053 of the Health and Safety Code, or by the applicable funding source or program.

PART C. *Quality of Proposed Project* scoring is based on an evaluation of the quality of the various kinds of improvements that may be included in project. *Pedestrian Access Improvements* are key components of quality smart growth areas and have been weighted accordingly. Maximum points in these categories are awarded based on the quality of the project design, and how well the project connects the community and its activity centers to public transit. *Bicycle Access Improvements* will be evaluated similarly.

Transit Facility Improvements will be scored according to how well the candidate project improves the environment for patrons at transit stations, along transit corridors, or at other access points in the immediate vicinity of a transit facility.

Streetscape Enhancements and *Traffic Calming Features* also impact the quality of the project. *Streetscape Enhancements* will be scored according to the quality of the proposed design, and the benefit to the pedestrian environment. *Traffic Calming Features* should effectively reduce vehicle speeds while also enhancing the street environment for pedestrians and bicyclists.

Finally, *Parking Improvements* ensure that there is an appropriate level of auto access to regional transit and the immediate project area. Projects that include parking will be evaluated on how well the parking is integrated into the community. It should provide enough parking to meet expected demand, taking into account the potential for increases in transit and walking trips. Because parking is not an eligible expense under the TE program, applicants submitting parking improvements for funding should meet with or contact SANDAG staff prior to submitting an application to discuss strategies for how the project might be included in the Pilot SGIP. For instance, it may be possible to swap some of the TE funds with other funding sources (e.g., federal Congestion Mitigation and Air Quality (CMAQ) funds) that could be applied toward transit-related parking. Or, it may be possible to rearrange the public and private components of a project's financing. For instance, a local jurisdiction may be asking a private land developer to construct sidewalk or streetscape enhancements in exchange for the jurisdiction contributing toward the construction of a parking structure. Because the pedestrian improvements *are* eligible under the TE program, the jurisdiction may wish to revise the agreement with the developer to apply the grant funds to the eligible TE uses.

PART D. *Matching Funds* points are awarded to projects based on the amount of matching funds provided by the local jurisdiction from either public or private sources. Private sources of matching funds must be committed through an approved assessment or development impact fee, developer agreement, or other appropriate sources, and must be available at the time the project will be constructed. Points are awarded by multiplying the percentage of matching funds times a weighting factor of 20, up to a maximum of 15 points. The percentage of matching funds is the ratio of the matching funds to the total SGIP project cost.

PART E. Low Income Household Bonus Points will be awarded to jurisdictions in which the percentage of low income households is greater than the 1999 regional average. This calculation is based on 1999 data as reported in the 2000 U.S. Census. Twenty-two points (15 percent of the total points) will be awarded to the following jurisdictions: National City, El Cajon, Imperial Beach, Lemon Grove, La Mesa, Escondido, Vista, Chula Vista, San Diego, and San Marcos as required by SANDAG Board of Directors action adopted on February 25, 2005.

Who Will Score The Projects?

A panel that includes SANDAG staff and people chosen from SANDAG's Regional Planning Stakeholders Working Group will rank the projects. This evaluation panel will include people with knowledge of smart growth design principles and its components. SANDAG will recruit panel members with a background in urban design, land development, engineering, public transit, bicycling, and walking. To the extent possible, the panel also should represent the diverse subareas of the region.

Smart Growth Incentive Program Application Process

Listed below are the 6 major steps that comprise the SGIP application process.

Step 1: SANDAG issues a call for projects to local agencies and interested community groups. Applications will be due to SANDAG by the close of business on June 24, 2005.

Step 2: Applicants submit a project proposal to SANDAG for funding consideration. See Attachment 3 for a copy of the program application. Provide 9 complete copies of the application form.

Step 3: SANDAG staff, with the assistance of Caltrans Office of Local Assistance, will evaluate the projects for funding eligibility. Next, SANDAG will evaluate the eligible project proposals with the assistance of the project evaluation panel. The evaluation panel will score each project based on its merits relative to the other projects submitted. Once all the projects have been scored, they will be ranked based on their score. The evaluation panel will then review the project rankings with respect to the following program goals:

- How well do the top-ranked projects represent the various smart growth place types identified in the RCP?
- Do the top-ranked projects demonstrate the viability of smart growth development throughout the San Diego region?

In addition, the panel will recommend a prioritized list of projects for a waiting list. In the event that one or more of the recommended projects loses its funding for failure to meet its delivery schedule or other reason, a project from the waiting list could be funded based on its priority and the amount of funding available.

Step 4: Based on the recommendations of the evaluation panel, and funding availability of the overall program, SANDAG staff will recommend a list of project for funding to the SANDAG Regional Planning and Transportation Committees.

Step 5: Following approval of the list of Pilot SGIP projects, SANDAG will submit the projects to the California Transportation Commission (CTC) as an amendment to the State Transportation Improvement Program (STIP). This process requires a Caltrans review of the projects, and a 60-day public notice period prior to CTC action.

Step 6: Following the CTC's approval of the STIP amendment, grant recipients will attend a workshop on project implementation and the federal-aid process where SANDAG and Caltrans Office of Local Assistance will discuss their respective roles for the Pilot SGIP. Grantees must comply with SANDAG's Use-It-or-Lose-It Policy for the TE program (Attachment 4), and the Federal Highway Administration's federal-aid process.

Attachment 1

SMART GROWTH AREA CLASSIFICATIONS

SMART GROWTH DESIGN PRINCIPLES

The following design principles apply to all categories and are critical to the success of smart growth.

- Human-scale built environment that creates uniqueness and identity
- Vertically and horizontally mixed use development, with vertical mixed use located near transit stations
- Robust transportation choices that compliment the intensity of development within the Smart Growth Opportunity Area (SGOA)
 - Strong pedestrian orientation: network of streets & pedestrian paths, narrower street scales, special designs to facilitate pedestrian crossings at intersections, and the walker having precedence
 - Bike access/locker facilities and park-n-ride facilities woven in the human-scale design
 - Transit station(s) located centrally within main activity area(s); transit user amenities located adjacent to stations (e.g. child care facilities, coffee bars, dry cleaning drop-off)
- Nearby recreational facilities and public plazas

CATEGORY/ LAND USE TYPE CHARACTERISTICS	LAND USE INTENSITY TARGETS	TRANSPORTATION SYSTEM CHARACTERISTICS	PUBLIC TRANSIT SERVICE CHARACTERISTICS	EXAMPLES
<p>Metropolitan Center</p> <ul style="list-style-type: none"> ▪ Draws from throughout the region ▪ Metropolitan center has several SGOA designations ▪ Regional commercial/ retail center ▪ Regional civic/cultural center  <p style="text-align: center;"><i>Downtown San Diego</i></p>	<ul style="list-style-type: none"> ▪ Desired Building Types: Mid- to high-rise residential and office/ commercial ▪ 75+ dwelling unit/ average net residential acre within ¼ mile radius of transit station ▪ 80+ employees/average net acre within ¼ mile of transit station 	<ul style="list-style-type: none"> ▪ Access from several freeways with multiple access points ▪ Hub transit system ▪ Regional hub for numerous local, corridor, regional transit lines ▪ Shuttle services and pedestrian orientation for internal trips 	<ul style="list-style-type: none"> ▪ Served by numerous corridor/ regional/local services ▪ Very high frequency service (less than 15 minute) throughout the day on all corridor/ regional services ▪ High frequency service (15 minute) all day on most local services ▪ Multiple station locations, with several key transfer points ▪ Internal shuttle system 	<ul style="list-style-type: none"> ▪ Downtown San Diego

CATEGORY/ LAND USE TYPE CHARACTERISTICS	LAND USE INTENSITY TARGETS	TRANSPORTATION SYSTEM CHARACTERISTICS	PUBLIC TRANSIT SERVICE CHARACTERISTICS	EXAMPLES
<p>Urban Center</p> <ul style="list-style-type: none"> ▪ Employment draws from throughout region, while other uses draw mainly from subregional area ▪ Urban centers likely located within larger area that has several SGOA designations ▪ Mixed use employment ▪ Civic/cultural facilities  <p style="text-align: center;"><i>University City</i></p>	<ul style="list-style-type: none"> ▪ Desired Building Types: Mid-to high-rise residential and office/ commercial ▪ 40-75+ dwelling unit/average net acre residential within ¼ mile radius of transit station ▪ 25+ dwelling unit/ acre for mixed use sites within ¼ mile radius of transit station ▪ 50+ employees per net acre within ¼ mile of transit station 	<ul style="list-style-type: none"> ▪ Freeway connections with multiple access points ▪ Served by several corridor/ regional transit lines and several local services ▪ Possible shuttle routes for internal trips ▪ Minimal park-and-ride facilities; access should be handled by internal shuttle system 	<ul style="list-style-type: none"> ▪ Served by several corridor/ regional lines and several local services ▪ High to very high frequency service (less than 15 minute peak) on all corridor/regional services ▪ High frequency throughout the day on all lines • Key transit center, along with multiple smaller station locations • Possible internal shuttle system 	<p>Existing and Planned:</p> <ul style="list-style-type: none"> ▪ Rio Vista (Mission Valley) (San Diego) ▪ Little Italy (San Diego) ▪ Costa Verde (University City) (San Diego) ▪ The Boulevard Marketplace Pilot Village (San Diego) ▪ Morena Linda Vista (San Diego) ▪ East Urban Center (Chula Vista)

CATEGORY/ LAND USE TYPE CHARACTERISTICS	LAND USE INTENSITY TARGETS	TRANSPORTATION SYSTEM CHARACTERISTICS	PUBLIC TRANSIT SERVICE CHARACTERISTICS	EXAMPLES
<p>Town Center</p> <ul style="list-style-type: none"> ▪ Draws mainly from immediate subregional area ▪ Residential and office/ commercial, including mixed use ▪ Civic/cultural facilities  <p style="text-align: center;"><i>Hillcrest</i></p>	<ul style="list-style-type: none"> • Desired Building Types: Low- to mid-rise • 20-45+ dwelling unit/average net acre within ¼ mile radius of transit station or connecting transit service • 30-50 employees/ average net acre within ¼ mile of transit station or connecting transit service 	<ul style="list-style-type: none"> ▪ Served by one or more corridor/ regional transit line and several local services ▪ May also be served by regional arterials 	<ul style="list-style-type: none"> ▪ Served by 1 to 2 corridor or regional lines, or less than 5 minute shuttle distance from corridor/regional station, and multiple local services ▪ Very high frequency service (less than 15 minute peak) on corridor/regional service or connecting shuttle ▪ High frequency throughout the day on most lines ▪ Multiple station locations, some with central access/transfer point ▪ Shared-use parking or dedicated park-and-ride facilities for regional transit services 	<p>Existing and Planned:</p> <ul style="list-style-type: none"> ▪ Downtown Oceanside ▪ Downtown Escondido ▪ Downtown La Mesa ▪ Downtown El Cajon ▪ Downtown Chula Vista ▪ La Jolla (San Diego) ▪ Village Center Pilot Village (Euclid/Market, San Diego) ▪ Hillcrest (San Diego) ▪ Heart of the City (San Marcos) ▪ Vista Village Transit Center ▪ Santee Town Center <p>Potential SGOA:</p> <ul style="list-style-type: none"> ▪ Grantville Trolley Station (SD) ▪ San Marcos Creek Specific Plan

CATEGORY/ LAND USE TYPE CHARACTERISTICS	LAND USE INTENSITY TARGETS	TRANSPORTATION SYSTEM CHARACTERISTICS	PUBLIC TRANSIT SERVICE CHARACTERISTICS	EXAMPLES
<p>Community Center</p> <ul style="list-style-type: none"> Draws from nearby community/ neighborhoods Residential and commercial, including mixed use Possible community-serving civic uses  <p><i>Otay Ranch Heritage Village</i></p>	<ul style="list-style-type: none"> Desired Building Types: Low- to mid-rise 20-45+ dwelling unit/average net acre within ¼ mile of transit station 	<ul style="list-style-type: none"> Served by at least one corridor or regional transit line Served by arterials and/ or collector streets 	<ul style="list-style-type: none"> Served by at least one corridor/ regional service High frequency service (15 minute in peak hours) on corridor/ regional services Moderate to high frequency throughout the day One or more on-street stations 	<p>Existing and Planned:</p> <ul style="list-style-type: none"> Otay Ranch Villages (Chula Vista) Mercado (Barrio Logan, San Diego) Mira Mesa Market Center (San Diego) Pacific Highlands Ranch (San Diego) Downtown Lemon Grove Downtown Coronado San Elijo/La Costa Meadows Community Center (San Marcos) Palm Avenue (Imperial Beach) <p>Potential SGOAs:</p> <ul style="list-style-type: none"> Solana Beach/ NCTD Mixed Use Site North County Metro (Buena Creek Sprinter Station Area, County of San Diego)

CATEGORY/ LAND USE TYPE CHARACTERISTICS	LAND USE INTENSITY TARGETS	TRANSPORTATION SYSTEM CHARACTERISTICS	PUBLIC TRANSIT SERVICE CHARACTERISTICS	EXAMPLES
<p>Transit Corridor</p> <ul style="list-style-type: none"> Draws mainly from several nearby communities Residential and office/ commercial, including mixed use Linear size with length extending from less than one mile long, and width extending 1 to 2 blocks outward from corridor  <p><i>University Avenue in City Heights</i></p>	<ul style="list-style-type: none"> Desired Building Types: Variety of low-, mid-, and high-rise 25-75+ dwelling unit/ average net acre along transit corridor and within ¼ mile of transit stations Employment: Commercial and retail supportive uses 	<ul style="list-style-type: none"> Located along a major arterial Served by a corridor or regional service, or local services with less than 10 minutes travel time to corridor/ regional line station Small shared-use park-and-ride facilities possible 	<ul style="list-style-type: none"> Generally served by a corridor/ regional line and local services High frequency service (15 minute in peak hours) on corridor/ regional and/or local services Multiple station locations, with one or more on-street transfer locations with intersecting services. 	<p>Existing and Planned:</p> <ul style="list-style-type: none"> El Cajon Blvd and University Avenue (Mid-City) (San Diego) Washington Ave (Mission Hills) University Avenue (La Mesa) South Santa Fe Transit Corridor (Vista) <p>Potential SGOA:</p> <ul style="list-style-type: none"> El Camino Real (Encinitas)

CATEGORY/ LAND USE TYPE CHARACTERISTICS	LAND USE INTENSITY TARGETS	TRANSPORTATION SYSTEM CHARACTERISTICS	PUBLIC TRANSIT SERVICE CHARACTERISTICS	EXAMPLES
<p>Special Use Center</p> <ul style="list-style-type: none"> ▪ Employment draws from throughout region, with other uses being community serving ▪ Special use centers may be located within larger area that has several SGOA designations ▪ Dominated by one non-residential land use ▪ Retail support services ▪ Potential residential element  <p><i>Proposed Paseo at San Diego State</i></p>	<ul style="list-style-type: none"> ▪ Desired Building Types: Variety of low-, mid-, and high-rise ▪ 45+ employees/ average net acre within ¼ mile of transit station ▪ Optional residential: 50+ dwelling units/ average net residential acre 	<ul style="list-style-type: none"> ▪ Nearby freeway access ▪ Served by one or more corridor/ regional lines and local services ▪ May be served by shuttle service for internal trips 	<ul style="list-style-type: none"> ▪ Generally served by one or more corridor/ regional line and local services ▪ High to very high frequency service (15 minute or better in peak) on corridor/ regional services ▪ Moderate to high frequency throughout the day ▪ Multiple station locations, with possible central access/transfer point 	<p>Existing and Planned:</p> <ul style="list-style-type: none"> ▪ Grossmont Center/ Hospital/ Trolley Station (La Mesa) ▪ The Paseo at SDSU (San Diego) ▪ Chula Vista Bayfront ▪ Palomar College (San Marcos) ▪ Cal State San Marcos <p>Potential SGOAs:</p> <ul style="list-style-type: none"> ▪ Ocean Ranch / Rancho Del Oro Industrial Complex (Oceanside) ▪ Vista County Courthouse Area

CATEGORY/ LAND USE TYPE CHARACTERISTICS	LAND USE INTENSITY TARGETS	TRANSPORTATION SYSTEM CHARACTERISTICS	PUBLIC TRANSIT SERVICE CHARACTERISTICS	EXAMPLES
<p>Rural Community</p> <ul style="list-style-type: none"> ▪ Distinct communities that include Rural Villages defined by a village limit line with concentrated areas of residential and commercial development ▪ Draws from nearby rural areas ▪ Includes semi-rural and rural areas outside the village limit line  <p><i>Main Street Ramona</i></p>	<ul style="list-style-type: none"> ▪ Within Village Cores, 10.9-24+ dwelling units/ acre (higher densities permitted for senior housing) ▪ Desired Building Types: Low-rise employment and residential 	<ul style="list-style-type: none"> ▪ Concentrated local road network within village, with regional connection to urban areas ▪ Bicycle and pedestrian-friendly street design in Village Core ▪ Could include park-n-ride facilities near major road or transit corridors ▪ Possible local transit service or central access point for possible corridor/ regional peak transit line 	<ul style="list-style-type: none"> ▪ Village Cores should include or allow for bus stops and an expansion of bus service in higher density areas ▪ Served by one or more local services with moderate frequencies throughout the day ▪ Possible peak period corridor/ regional service with transit stations located within village core 	<p>Existing, Planned, and Potential SGOAs:</p> <ul style="list-style-type: none"> ▪ Ramona ▪ Fallbrook ▪ Alpine ▪ Lakeside ▪ Valley Center

NOTES:

Potential Smart Growth Opportunity Areas (SGOAs):

Areas discussed at local and regional meetings with local planning directors that are not currently included in existing plans and policies, but may offer the potential for additional smart growth.

Computing Land Use Intensity Measurements per Net Acre:

Residential: Total dwelling units divided by built or planned residential acreage net of public right-of-way.

Employment: Total employees divided by built or planned office, commercial, and retail acreage net of public right-of-way.

Mixed Use: Total dwelling units divided by built or planned residential acreage net of public right-of-way and any other non-residential uses (e.g., commercial, retail, etc.).

NOTES CONTINUED:

Land Use Building Type Definitions:

Low Rise = 2-3 stories

Mid-Rise = 4-6 stories

High Rise = 7+ stories

Public Transit Service Characteristics:

Public transit service characteristics for Smart Growth Opportunity Areas apply to both existing and planned regional transit services as described in the Regional Transportation Plan.

Shuttle services (Green Car) – Designed for short-distance trips in neighborhood/employment areas, and feeder access to/from corridor and regional services.

Local services (Blue Car) – Designed for shorter-distance trips with frequent stops (e.g. current local bus services).

Corridor services (Red Car) – Designed for medium distance trips with station spacing about every mile on average (e.g. trolley services, future arterial based bus rapid transit (BRT) routes).

Regional services (Yellow Car) – Designed for longer distance trips with stations spacing every 4-5 miles on average (e.g. Coaster, future freeway-based BRT routes).

Examples of Smart Growth Opportunity Areas:

Examples of existing, planned, or potential Smart Growth Opportunity Areas are provided to illustrate the scale and character of the different smart growth area types.

Actual Smart Growth Opportunity Areas will be identified in the first implementation phase of the RCP when the Smart Growth Area Concept Map is developed in consultation with local jurisdictions.

Rural Communities

For additional detail, see the County of San Diego's General Plan 2020.

Pilot Smart Growth Incentive Program Project Evaluation Criteria

I. Project Screening Criteria		+/-
Project screening criteria are meant to ensure the applicant is committed to the project, that the community supports it, and that it can be constructed within the schedule proposed. These criteria must be met in order for the project to be evaluated further.		
A. Local Commitment/ Authorization	The application must include a resolution or minute order from City Council, County Board of Supervisors, or Board of Directors authorizing the application, and committing to allocate the staff resources and matching funds necessary to complete the project as proposed.	
B. Funding Commitment	The applicant must certify that funding for related improvements are in place to ensure the proposed project can be completed within the schedule proposed in the project application.	
C. Funding Eligibility	The project must be eligible under the federal funding program guidelines.	

II. Project Evaluation Criteria

Project evaluation criteria are used to score and rank projects. These criteria are based on the requirements of the funding source, and the goals of the Smart Growth Incentive Program.

A. Project Readiness

To ensure the proposed projects can comply with the state's timely use of funds requirements, projects will be scored based on the how close they are to beginning construction.

Level of Project Development		Max. Points	Weight	Max. Score
(Projects receive 1 point for each completed phase to a maximum of 5 points)	Feasibility Study	1	3	15
	Preliminary Engineering	1		
	Environmental Clearance	1		
	Right-of-way Acquisition	1		
	Final Design	1		

B. Smart Growth Area Land Use Characteristics

To encourage projects in smart growth development areas, and to evaluate how well they support smart growth development, the proposed projects are scored based on the intensity of development, the diversity of land uses, the quality of urban design in the project area, the provision of additional housing in general and affordable housing in particular.

Criteria	Description	Max. Points	Weight	Max. Score
1 Intensity of Development (0-5 points)	To what extent does the existing or planned project area meet the residential density levels identified in the RCP for its smart growth area type? Project areas at the minimum dwelling units per acre receive 1 point, and areas at the recommended upper end of the range receive 5 points.	5	4	20
2 Land Use and Transportation Characteristics of Project Area (0-5 points)	How well does the existing or planned urban form in the project area meet the smart growth objectives of the RCP? Maximum points are given for areas that have, or are planned to have, a mix of residential and commercial uses appropriate to its smart growth area type, and have the appropriate transportation system characteristics.	5	2	10
3 Urban Design Characteristics of Project Area (0-5 points)	How well does the existing or planned urban design in the project area conform to the smart growth design principles in the RCP? Maximum points are given for areas where the existing built environment, or the design standards for new construction provides a human-scale built environment. The street network and trail system should provide direct access to commercial and civic services, recreational opportunities, and transportation services. Building construction should be oriented to the pedestrian. Street design should accommodate bicyclists and pedestrians, including transit passengers.	5	2	10
4 Related Land Development Projects (0-5 points)	Is there a current land development project associated with the proposed capital improvements? How well does it contribute to smart growth development by providing additional housing in the area?	5	1	5
5 Affordable Housing ¹ (0-5 points)	Does the project serve affordable (subsidized) housing? How much additional affordable housing is provided?	5	2	10

II. Project Evaluation Criteria (cont'd)

		Max. Points	Weight	Max. Score	
C. Quality of Proposed Project.					
These criteria rate the proposed project based on the variety and quality of features proposed to be constructed. Points are accumulated for each type of improvement included in the project based on the quality of that improvement.					
1	Pedestrian Access Improvements (0-5 points)	To what extent does the project improve pedestrian access to a regional transit station, transit corridor, or rural village center? Maximum points should be awarded to projects that connect people to activity centers (especially transit) following the design principles in SANDAG's Planning and Designing for Pedestrians.	5	2	10
2	Bicycle Access Improvements ² (0-5 points)	To what extent does the project improve bicycle access to, and secure parking at a regional transit station, transit corridor, or rural village center? Maximum points should be awarded to projects that provide seamless bicycle access to the areas activity centers, and include secure bicycle parking.	5	1	5
3	Transit Facility Improvements (0-5 points)	To what extent does the project improve the transit patron environment at transit stations, along transit corridors, or at access points immediately adjacent to the transit facility?	5	2	10
4	Streetscape Enhancements (0-5 points)	How well does the project include public art elements, public seating, pedestrian-scale lighting, enhanced paving or wayfinding signage?	5	1	5
5	Traffic Calming Features (0-5 points)	How well does the project include one or more of the traffic calming features recommended in Planning and Designing for Pedestrians?	5	1	5
6	Parking Improvements (0-5 points)	How well does the project provide appropriate levels of auto access to regional transit and the related project area without detracting from the quality of public spaces, and without detracting from transit, bicycle and pedestrian circulation?	5	1	5
D. Matching Funds					
	Matching Funds (0-15)	The higher the percentage of matching funds, the greater the number of bonus points the project will receive.			15
PROJECT SCORE SUBTOTAL					125
E. Low Income Household Bonus Points³ (15 percent of Total Score)					22
TOTAL SCORE					147

Notes

¹Affordable housing is defined as income- or price-controlled housing. See the program guidelines for details.

²All bicycle facility improvements must comply with the requirements of the California Highway Design Manual, Chapter 1000.

³Low income household bonus points awarded per SANDAG Board policy (dated 2/25/05) to National City, El Cajon, Imperial Beach, Lemon Grove, La Mesa, Escondido, Vista, Chula Vista, San Diego, and San Marcos.

Attachment 3

Pilot Smart Growth Incentive Program Application

A copy of the SGIP application in Microsoft Word format may be downloaded from SANADG's website at www.sandag.org/smartgrowth. This application must be completed in full for the project to be considered for funding.

Pilot Smart Growth Incentive Program Application

Project Summary

Instructions: Provide the information requested below. This project summary may not exceed one page in length.

Part One: Project Summary	
Project Title:	
Project Description: Briefly describe the project, location, scope, and elements to be funded by SGIP capital funds.	
SGIP Funds Request:	\$
Matching Funds:	\$
Total Project Cost: SGIP Funds + Matching Funds	\$
Sponsoring Jurisdiction: Agency: Primary Contact Person: Title: Street Address: City, State, and Zip Code: Phone: Fax: E-mail:	

Pilot Smart Growth Incentive Program Application

PROJECT SCREENING AND EVALUATION CRITERIA

The following information is required to evaluate your application based upon the Project Evaluation Matrix (see Attachment 2 of the Program Guidelines).

I. PROJECT SCREENING CRITERIA

A. Application Authorization

Attach a copy of the resolution or minute order passed by the applicant's city council or governing board that authorizes submittal of the application, directs the city manager/chief administrative officer/executive director to assign agency resources to the project, and authorizes the local match for the project. See Attachment 4 of the Program Guidelines for a sample resolution.

B. Funding Commitment

Attach documentation from relevant sections of adopted budgets, grant letters, or other documentation demonstrating the availability of matching funds or other funding necessary for project completion.

C. Funding Eligibility

The Pilot Smart Growth Incentive Program is funded through the federal Transportation Enhancements program, which has strict limitations on the eligible uses of the funds. Contact Stephan Vance at SANDAG (619-699-1924 or sva@sandag.org) prior to submitting your application to determine if the project is eligible.

II. PROJECT EVALUATION CRITERIA

Evaluating the applications for SGIP funds will require knowledge of the proposed project, its setting, and the potential impact of the project upon development in the community. Briefly describe the proposed project, its setting, the objectives of this project, and its relationship to existing and planned land uses and transportation facilities in the project area.

Project Description (<i>maximum one page</i>)

Attach a map of the project area that identifies the location of the project, and any current or future land development projects related to the projects. The map should identify regionally significant transit, highway, and bicycle facilities in the project area.

A. Project Readiness

Complete the project schedule in the table below. In a brief narrative, document the phases of project development completed to date. Describe any planning studies or community planning efforts that have been a part of the project development process.

Discuss any identified or potential environmental impacts from the project and necessary mitigation measures. Also, detail any right-of-way acquisitions necessary to complete the project.

Projects awarded funds will be subject to SANDAG’s Use-It-Or-Lose-It provisions (see Attachment 5 of the Program Guidelines), and the state’s Timely Use of Funds provision. Failure to maintain the proposed schedule could result in loss of funding.

1. Project Schedule*

Project Phase	Begin Date	End Date
Feasibility/Planning Study		
Preliminary Engineering		
Environmental Document/Clearance		
Right-of-Way (including utility relocation)		
Final Design		
Construction		

Enter “NA” for any phase not required

Briefly discuss the factors (both positive and negative) affecting the project schedule.

Based upon the proposed project schedule, identify the revenue sources, by year, that are necessary to meet that schedule.

2. Project Revenue Sources (\$000s)

Funding Source	FY 2006	FY 2007	FY 2008	FY 2009	Total
SGIP (TE)					
Total					

Show the planned expenditure of requested program funds by phase and year:

3. Expenditure Schedule (\$000s) ¹

Phase	FY 2006	FY 2007	FY 2008	FY 2009	Total
Planning					
Preliminary Engineering					
Right-of-Way					
Construction					
Total					

B. Smart Growth Area Land Use Characteristics

1. Intensity of Development

Projects will be evaluated based upon the intensity of development in the area surrounding the project. Where there are current or planned land development projects associated with the project, provide the information requested below. Land development associated with the project must be directly served by the project.

Existing Dwelling Units per Net Residential Acre: _____

Planned Dwelling Units per Net Residential Acre: _____

SANDAG will calculate the dwelling units per net residential acre for the area surrounding the project site based upon our current GIS data.

2. Land Use and Transportation Characteristics

In what Smart Growth Area Type will the project be developed? See Attachment 1 of the Program Guidelines and the Regional Comprehensive Plan, Chapter 4A (Urban Form), for definitions of the Smart Growth classifications listed below.

Check one:

- Metropolitan Center
- Urban Center
- Town Center
- Community Center
- Transit Corridor
- Special Use Center
- Rural Community

Briefly describe how the project area typifies its place type.

¹ This is the schedule for obligating funds to which local agencies will be held. Realistic project development schedules are highly recommended.

3. Smart Growth Design Principles

Describe how the project area typifies the Smart Growth Design Principles identified in the Regional Comprehensive Plan (See Attachment 1 of the Program Guidelines and Regional Comprehensive Plan, Chapter 4A-Urban Form, Table 4A.2). Identify any local design guidelines, specific area plans, or other planning ordinances or documents that are in effect in the project area to ensure these design principles are implemented.

Describe the design principles for the project.

4. Related Land Development

Does the proposed project facilitate additional land development in the area? (*Check one*):

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If yes, briefly describe the associated land development. Include the number of additional housing units that will be provided and/or the additional employees brought to the area.

Describe any related land development.

5. Affordable Housing

Does the project serve affordable housing: (*check one*)

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If yes, identify the number of affordable housing units to be provided in conjunction with the proposed project:

_____ Low and Very Low Income Units

See the Program Guidelines for a description of the affordable housing criteria.

6. Quality of Proposed Project

Identify which of the following improvements are included in the proposed project:
(check all that apply)

<input type="checkbox"/>	Pedestrian Access Improvements
<input type="checkbox"/>	Bicycle Access Improvements
<input type="checkbox"/>	Transit Facility Improvements
<input type="checkbox"/>	Streetscape Enhancements
<input type="checkbox"/>	Traffic Calming Features
<input type="checkbox"/>	Parking Improvements <i>(Contact SANDAG re: eligibility)</i>

Describe the improvements to be made. Attach renderings, typical cross sections, plan sheets (11x17), or other materials that describe the nature and quality of the improvements, if available.

Describe the proposed project improvements.

Also see Section C, Supporting Materials, for a list of the additional information necessary to complete the program application.

7. Matching Funds

% _____ of project matching funds provided by applicant, co-applicant, and/or project partners.

The local match described above should be reflected in the Project Budget figures provided in Section II of this application.

C. Supporting Materials

The following is a checklist of required and supporting materials for the Smart Growth Incentive Program application:

- Completed application form.
- Resolution or minute order authorizing the application.
- Documentation of the commitment of other project funding.
- Vicinity map showing project locations and local/regional street, bicycle, transit, and highway facilities within and near the project area.
- Site Plan, renderings and typical cross sections depicting project level detail as available.
- Documentation of support for the project from community groups is recommended but not required. Individual letters of support are not discouraged.
- Aerial Photo and other photographs depicting existing conditions (optional).

Please ensure all graphic materials submitted are legible.

Attachment 4

Sample Resolution

RESOLUTION NO. _____

AUTHORIZING THE FILING OF AN APPLICATION FOR FEDERAL SURFACE TRANSPORTATION FUNDS THROUGH THE SAN DIEGO ASSOCIATION OF GOVERNMENTS FOR THE PILOT SMART GROWTH INCENTIVE PROGRAM FOR (project name), COMMITTING THE NECESSARY LOCAL MATCH FOR THE PROJECT(S), AND STATING THE ASSURANCE OF (name of organization) TO COMPLETE THE PROJECT

WHEREAS, \$17 million of federal TE funds are available to local jurisdictions through the Pilot Smart Growth Incentive Program (SGIP) in Fiscal Years 2006-2009; and

WHEREAS, (applicant) wishes to receive \$_____ in SGIP funds for the following project: (project name); and

WHEREAS, federal funding requires the commitment of necessary local matching funds of at least 11.47%; and

WHEREAS, the sponsor understands that the federal funding through the SGIP program is fixed at the programmed amount, and therefore any cost increase cannot be expected to be funded through the SGIP program; and

WHEREAS, that the sponsor understands that funds must be obligated by June 30, 2009 for SGIP capital projects, or the project funding may be rescinded.

NOW, THEREFORE, BE IT RESOLVED by (governing board name) that (applicant) is authorized to proceed with the federal-aid process with Caltrans for SGIP funding in the amount of (\$ SGIP request) for (project name); and

BE IT FURTHER RESOLVED that a copy of this resolution will be transmitted to SANDAG.



Transportation Enhancement (TE) Program (Use-It-Or-Lose-It Policy)

1. **Quarterly Progress Report:** Each project sponsor shall submit a quarterly progress report consisting of the following:
 - a. Accomplishments in the current quarter;
 - b. Anticipated progress next quarter;
 - c. Pending issues and recommended resolutions;
 - d. Current schedule adhering to the two major milestones and nine intermediate milestones; and
 - e. Status of budget, including any updates on project cost estimate.

2. **Milestones and Budget:** SANDAG staff will monitor the budget and all eleven (11) milestones shown below.
 - Start Environmental Studies
 - Draft Environmental Document
 - Final Environmental Document*
 - Obtain Required Permits
 - Begin Design Engineering
 - Complete Plans, Specifications, and Cost Estimates
 - Start Right-of-Way Acquisition
 - Right-of-Way Certification
 - Ready to Advertise
 - Award Construction*
 - Project Completion (project open for use)

*major milestones

3. Project Delays and Extensions up to One Year

- Should any of the intermediate milestones fall behind schedule, the project sponsor shall demonstrate to SANDAG staff that the major milestone schedules will still be met.
- Should any of the major milestones fall behind schedule, the project sponsor can request an extension of up to one year.
- An extension request of up to six months can be approved administratively by SANDAG staff. Requests for extensions of more than six months but less than one year in total shall be determined by the Transportation Committee.
- The project sponsor seeking the extension must demonstrate an ability to succeed in the extended time frame.
- If the project sponsor cannot demonstrate that the project can be delivered with the additional time extension, then SANDAG staff shall recommend a fund reallocation to the Transportation Committee in accordance with Section 5 below.

4. Extensions Beyond One Year

Requests totaling more than one year will be considered only for those projects showing extenuating conditions out of the control of the project sponsor, defined as follows:

- **Environmental:** During the environmental review process, the project sponsor discovers heretofore unknown sites (e.g., archeological, endangered species) that require additional investigation and mitigation efforts. The project sponsor must demonstrate that the discovery is new and unforeseen;
- **Permitting:** Difficulty in obtaining permits from various agencies. The project sponsor must demonstrate that every effort has been made to obtain the necessary permits and that the delay is wholly due to the permitting agency;
- **Construction Schedule:** Applies to projects restricted to certain construction dates during the year (i.e., to avoid nesting season for certain species); and
- **Other:** Changes in federal/state policies or laws

The project sponsor shall appeal directly to the Transportation Committee providing a detailed justification for the requested extension including a revised project schedule. The Transportation Committee shall grant the additional extension only by a vote of two-thirds majority of eligible voting members in attendance.

5. AB 1012 Use-It-or-Lose-It Requirements/Fund Reallocation

Each year, Caltrans distributes a memorandum that indicates the amount of TE funds each region must obligate or risk losing the funds. Based on the schedules submitted for each of the funded projects, staff monitors the TE program's obligation commitments for the San Diego region. This policy seeks to ensure project delivery to both meet the State requirements and promote quality projects in the region.

Any reallocation decision should be made with consideration given to the overall TE program's obligation commitment. In the event the project funds are reallocated, staff will recommend to the Transportation Committee to either move the funds to the existing TE reserve account (for TE projects experiencing cost increases) or to notify the next project applicant on the ranking list of the

amount of funds available, and request a project schedule and related budget information. If a new project cannot be delivered on a schedule that would avoid a loss of funds to the region, then the funding will be offered to the next project on the priority list. This process will be repeated until a satisfactory project is found.