

Interagency Plan Implementation Committee Annual Report

San Francisco Planning Department

Citywide Policy Planning



April 28, 2011

Interagency Plan Implementation Committee, Article 36 of the Administrative Code

In October of 2006, the Board of Supervisors passed legislation to formalize interagency coordination for Area Plan-identified community improvements through the establishment of the Interagency Plan Implementation Committee (IPIC). The IPIC was developed with the intent:

“to provide mechanisms that will enhance the participation in the preparation and implementation of the Community Improvements Plans and Implementation Programs by the various City departments, offices; and agencies that will be responsible for their implementation and provide a means by which the various parties interested in realization of the Community Improvements Plans and Implementation Programs can remain informed about and provide input to and support for their implementation.”

Article 36.2, Administrative Code

The IPIC develops criteria and recommendations with respect to capital project implementation, funding and programming, identifies areas for intra-departmental collaboration, coordinates with the Area Plans' Citizen Advisory Committees (CACs), and produces this annual report. The IPIC is chaired by Planning Department and includes representatives from the City Administrator's Office, Municipal Transportation Agency (MTA), Department of Public Works (DPW), Recreation and Parks Department (RPD), San Francisco County Transportation Authority (SFCTA), the Library, the Department of Children, Youth and their Families (DCYFS), and Capital Planning Committee, among other City agencies.

This report responds to Article 36.4 of the Administrative Code which requires an annual progress report to the Planning Commission and Board of Supervisors.¹

Area Plans

Area Plans are components of the City's General Plan that direct land use, design, infrastructure, and area specific issue; the policies are often accompanied by implementing planning code and zoning map legislation and a community improvements program which identifies transportation, open space, recreational, and public realm amenities planned for the area over a 20-year period. The IPIC is the body tasked with ensuring the implementation of the community improvements programs. Community improvements programs list categories of Community improvements identified through the community based planning process, and in some cases identify specific improvements.

¹ See attachment one for a full Copy of the Article 36 of the Administrative Code.

Most Area Plans include a development impact fee charged to new development which funds infrastructure to support new development. Projected impact fee revenue generally covers roughly 30% of the total capital costs for plan implementation, except in Rincon Hill where they cover the majority of costs. These fees are the only dedicated revenue source for implementation of the community improvements program.

In some cases, project sponsors may pursue ‘in-kind’ agreements upon Commission approval, by agreeing to provide infrastructure directly in lieu of paying development impact fees. In 2010 the Planning Commission adopted a policy on in-kind agreement proposals which clarifies the steps the Department and CACs should follow including: 1. Determine whether the Improvement is Eligible, 2. Determine whether the proposed improvement is a priority, 3. Determine whether the proposed improvement is recommended, and 4. Planning Commission approval. The Commission directed staff to consider whether the proposed improvement is in conflict with capital projects prioritized by both the IPIC and the CAC.²

IPIC, Progress to Date

The IPIC began meeting in October of 2007, to identify and develop 10 year capital plans for each Area Plan based on the IPIC’s prioritization criteria.³ The capital plans are constrained by projected revenue for each area, including projected development impact fees and secured grants. The Planning Department projects development impact fee revenue based on known development projects and an assumed rate of planned growth. Grants for major projects in the plan areas include Planning Department and implementation agency secured grants.

In 2010 the IPIC reviewed previous year’s capital plans, adjusted capital plans to account for the development impact fee deferral program,⁴ coordinated on grants and other funding sources, and reviewed of agencies work programs as they relate to Area Plans.

Capital plans for each area have been incorporated into the City’s 10 Year Capital Plan⁵, starting with the FY2008-2017 plan. Capital plans for each Area Plan are updated annually. First, the

² http://www.sf-planning.org/ftp/files/publications_reports/in_kind_policy_final_CPC_endorsed.pdf

³ See Attachment 2

⁴ In the Spring of 2010, Mayor initiated legislation intended to stimulate housing development, provides developers an option to defer 80% of assessed development impact fees from site permit to occupancy permit. This essentially results in a 2-3 year delay in the collection of development impact fees. This program will sunset in 3 years.

⁵ http://www.sfgov.org/site/cpp_index.asp?id=39210

Planning Department will update revenue projections. Then CAC and IPIC revise and update their priorities and related capital planning.

The Planning Department chapter of the Capital Plan, which is part of the Neighborhood and Economic Development section, includes a ten year projection of capital projects by implementing agency and revenue projections for each Area Plan. Once funding is reasonably secure projects move from the Planning Department chapter to the implementing agencies capital plans and work programs. This critical step signals the implementing agencies' commitment to completing capital projects identified in the Area Plans and the Board's intent to appropriate funds.

Area Plans: Summary Reports

The IPIC provides a mechanism for interagency coordination on infrastructure plans, including the Rincon Hill, Market and Octavia, Balboa Park, and Eastern Neighborhoods Area Plans. Additionally the IPIC provides a forum for ongoing planning work in current planning efforts including Japantown⁶ and Western SOMA.⁷ As these planning processes progress, the IPIC will work to coordinate on infrastructure and capital planning.

Progress towards implementation of community improvements in each adopted Area Plan is discussed below, with a focus on capital projects that were identified during the planning process. Routine city projects and maintenance work is ongoing in all the plan areas, including traffic calming projects, addition of curb ramps, and sidewalk and street repairs; this work is not covered in this report. Through the work of the IPIC and the Streets Capital Group⁸ future routine maintenance and repair projects will be more closely coordinated with projects identified by the Area Plans.

Development impact fees are the only dedicated sources of revenue for plan implementation. Each impact fee program directs a prescribed amount of funding to various expenditure categories as defined by each plan. The following sections include five-year revenue projections for each area plan by expenditure category.

Article 36 requires a "summary of the individual development projects, public and private, that have been approved during the report period." General information about development projects is included below; a more detailed discussion is reported annually by the Planning Department as part of the Housing Inventory⁹ and quarterly as part of the Pipeline Report¹⁰.

⁶ <http://www.sf-planning.org/index.aspx?page=1692>

⁷ <http://www.sf-planning.org/index.aspx?page=1895>

⁸ An interagency group formed, per the recommendations of the Controller's Office as part of implementing the Better Streets Plan.

⁹ http://www.sf-planning.org/index.aspx?page=1663#housing_inventory

Rincon Hill¹¹

The Rincon Hill Plan, adopted in 2005, enabled roughly 2,300 additional residential units. Since plan adoption roughly 400 units have been built and the remaining 1,900 units are entitled by the Planning Department. The Rincon Hill Infrastructure impact fees are projected to fund the majority of the Area Plan's proposed infrastructure.

Over the next five years, a number of development projects are projected to generate roughly \$6 million dollars for infrastructure improvements. Project sponsor are likely to elect to contribute pursue in-kind agreements, or participate in the Mello Roos District.¹²

Projected Impact Fee Revenue, 5 years	
Rincon Hill	
Rincon Hill Fund Impact Fees (Fee)	\$ 2,585,000
Rincon Hill Fund Impact Fees (In-Kind)	\$ 3,072,000
Rincon Hill Fund Impact Fees (Mello-Roos)	\$ 538,000
Total	\$ 6,195,000

Three blocks of streetscape improvements¹³ identified by the plan have been completed through in-kind agreements with development projects. A number of the streetscape improvements¹⁴ proposed by the Rincon Hill plan have a clear relationship to specific entitled development projects and therefore could be implemented through in-kind agreements with project sponsors, as the Planning Director and Planning Commission deem appropriate.

There are two ongoing open space projects in the Rincon Hill plan area:

Guy Place Park Development impact fee revenue enabled the City to acquire and complete a conceptual design of Guy Place Park. The IPIC identified the construction of this Guy Place park, with a projected cost of \$3 Million, as a priority project for Rincon Hill impact fee revenue.

The Rincon Hill Park. The Developer of 333 Harrison Street have coordinated with the City to develop a public park on one third of their lot. In the early winter 2011 the Planning Commission approved a \$1.5 Million in-kind agreement for the partial construction of the Rincon Hill Park, pending more detailed coordination on the design, purchase, and maintenance agreements with

¹⁰ <http://www.sf-planning.org/index.aspx?page=1691>

¹¹ <http://www.sf-planning.org/index.aspx?page=1665>

¹² Any county, city, special district, school district or joint powers authority may establish a Mello-Roos Community Facilities District (a "CFD") which allows for financing of public improvements and services. The services and improvements that Mello-Roos CFDs can finance include streets, sewer systems and other basic infrastructure, police protection, fire protection, ambulance services, schools, parks, libraries, museums and other cultural facilities. By law, the CFD is also entitled to recover expenses needed to form the CFD and administer the annual special taxes and bonded debt.

¹³ Spear Street (Folsom to Harrison), First Street (Harrison to end), and Harrison Street (south side, First to Fremont)

¹⁴ Lansing Street, Main and Beale (Folsom to Harrison), Fremont Street (east side, Folsom to Harrison), Fremont Street (west side, Folsom to Harrison)

the City. The Board of Supervisors also approved an Infrastructure Finance District¹⁵ for Rincon Hill which could fund the balance of the park acquisition and construction costs. The City will continue to work with the project sponsor towards the development and implementation of this park.

*Market and Octavia*¹⁶

The Market and Octavia Plan was adopted in the spring of 2008, enabling roughly 6,000 additional housing units. The first project on a former freeway parcel was completed in the Spring of 2011 and is the new home to 15 units of housing for the developmentally disabled households. Additionally, a number of development projects have been entitled by the Planning Department this year. The Planning Department projects nearly \$12 Million in impact fee revenue in the Plan Area over the next five years.

Projected Impact Fee Revenue, 5 years	
Market and Octavia	
Greening	\$ 3,971,146
Open Space	\$ 948,066
Recreational Facilities	\$ 1,571,709
Transportation	\$ 3,467,028
Childcare	\$ 996,039
Library	\$ 108,141
Administration/Monitoring	\$ 935,870
Total	\$ 11,998,000

Some key improvements identified in the plan were adopted before the plan was adopted: *Octavia Boulevard and Patricia's Green*, in Hayes Valley.

Some bicycle projects have been completed since the plan adoption, including:

- A bicycle lane on Otis Street between Van Ness and Gough Streets.
- Sharrows on parts of the wiggle, including Duboce Street.
- Bicycle improvements to Market Street, including green boxes, green lanes, and reconfiguration of bicycle and vehicle patterns between Van Ness and 8th Streets.
- Enhancement of bicyclist protection on Market at Octavia Streets.

¹⁵ Infrastructure Finance Districts allow municipalities to dedicate a portion of local property tax revenue generated by new development to specified infrastructure projects. The San Francisco Board of Supervisors have adopted a policy for establishing IFDs which declares that They should be limited to Priority Development Areas (PDAs), to fund infrastructure that remedies deficits based on a citywide standard.

¹⁶ <http://www.sf-planning.org/index.aspx?page=1713>

- Bicycle lanes on 17th Street.

Since plan adoption, progress has been made on the planning and development of a number of transportation projects and open space projects, described below. Additionally the Market and Octavia CAC, has begun meeting and working to further implementation of the plan.

- The *Hayes and Fell Streets two way project*, will convert portions of each street between Van Ness and Gough to a two-way operation, as called for in the MO plan and the TEP. The SFMTA and Planning have coordinated on a design for this project, including conducting additional community meetings and public hearings. The Market and Octavia CAC has recommended allocation of \$52,500 of impact fee funds to complete the project. The SFMTA Board approved this project in April of 2011. The project is scheduled for construction in the Summer of 2011.
- The SFCTA is conducting the *Central Freeway and Octavia Circulation Study*, which is examining local and regional transportation issues and needs in the Market and Octavia neighborhood since the completion of the Octavia Boulevard project. The Study will develop a limited set of near-term priority projects, including pedestrian and traffic operations improvements, as well as recommend a strategic framework for addressing circulation needs in the area, centered on managing travel demand, shifting trips to transit and non-motorized modes, and improving safety and livability.
- The MTA is leading a comprehensive transit and pedestrian project at the intersection of *Church and Duboce Streets*, consistent with the Market and Octavia Plan. The project includes re-railing, repaving, streetlight upgrades, pedestrian bulb outs at corners, expanded boarding islands and some greening. Construction begins in May of 2011; the project is scheduled for completion in Spring of 2013.
- *The Haight and Market Streets transit and pedestrian project* is identified by the Market and Octavia Plan and the Transit Effectiveness Project (TEP), as a key transit improvement. The project would return the Haight Street buses to Haight Street between Octavia and Market Streets, add pedestrian signals and pedestrian bulbouts, and enhance the crosswalks at the Market and Haight intersection. MTA and Planning secured a grant for full funding of this project. The project is currently undergoing environmental review and advanced engineering. Construction is anticipated to start in 2013-14.
- The Market and Octavia Plan calls for the conversion of *Hayes Street between Van Ness and Gough to a two-way street*, as does the TEP. Since plan adoption, MTA, SFCTA, and Planning have coordinated on a design for this project, including conducting additional community meetings and public hearings. The Market and Octavia CAC has recommended allocation of \$52,500 of impact fee funds to complete the project. The SFMTA Board approved this project on April 2011. The project is scheduled for implementation in the Summer of 2011.
- The SFCTA is leading the *Van Ness Bus Rapid Transit (BRT) Project*. The project includes a package of treatments that provide rapid, reliable transit, including dedicated bus lanes,

transit signal priority, proof of payment, high-quality stations, and related pedestrian amenities. The SFCTA has secured some funding and is working toward project completion as early as 2013.

- The Planning Department developed *conceptual designs for pedestrian improvements at a number of Market Street intersections*, as part of the Upper Market Community Plan.¹⁷ These designs advance the implementation of proposed pedestrian improvements in the Plan Area. Implementation of some of these projects could be implemented in concert with pending development projects.
- The *San Francisco Bicycle Plan* identifies a number of bicycle improvements for the plan area, consistent with the Market and Octavia Plan. MTA's recent update of the plan included detailed design for major bicycle improvements along identified bike routes. Other upcoming projects include: Polk Street, Market Street,
- DPW, in coordination with SFCTA, has completed detailed design for a number of infrastructure *projects ancillary to the Octavia Boulevard*. The projects were selected by a Community Advisory Committee, including the McCoppin Square new open space, traffic calming on key streets, and a new skate park below the freeway. Sale of one freeway parcel will enable the City to move forward with key projects including:
 - Improvements to Stevenson, McCoppin Street, and parts of Valencia Street and alley improvements to Pearl, Elgin, Stevenson and parts of Jesse Street - Construction will start in the Fall of 2011 .
 - Construction of a skatepark and mini park in the inner mission area – Constructin will begin in the winter of 2011 finish spring 2012.
 - New park at the end of McCoppin Street, near Octavia - Construction winter 12 to Spring 13

The *Market and Octavia Citizens Advisory Committee (MO CAC)*¹⁸ began meeting in April of 2009, on a monthly basis. The MO CAC has three key functions, including: “Collaborate with the Planning Department and the Inter-Agency Plan Implementation Committee on prioritizing the community improvement projects and identifying implementation details as part of annual expenditure program that is adopted by the Board of Supervisors.” To that end, the MO CAC has worked diligently to become familiar with proposed infrastructure projects, develop a project ranking methodology, and develop priority project recommendations to the IPIC.

¹⁷ <http://www.sf-planning.org/index.aspx?page=1697>

¹⁸ <http://www.sf-planning.org/index.aspx?page=1700>

Balboa Park¹⁹

The Balboa Park Station Area Plan was adopted in the Spring of 2009. The plan calls for a number of major transportation and public realm infrastructure improvements. The Planning Department projects approximately \$2.7 Million in impact fee revenue in the Plan Area over the next five years. Active projects are reviewed below.

Projected Impact Fee Revenue, 5 years	
Balboa Park	
Streets	\$1,037,279
Open Space	\$818,904
Recreational Facilities	\$409,452
Transportation	\$354,859
Administration/Monitoring	\$109,187
Total	\$ 2,729,682

- The *Phelan Loop project* is one of the key catalyst projects identified in the recently-adopted Balboa Park Plan. Located near the intersection of Ocean, Geneva, and Phelan Avenues, adjacent to the Ocean Avenue campus of City College, the project will reconfigure the current Muni bus loop to improve the existing transit facility, while also creating a new space for a public plaza and a mixed-use affordable housing building, and improve pedestrian connections. The plaza will be a central open space linking Ocean Avenue with the transit facility and City College campus, and will also be designed to host community events, such as farmers' markets. The project involves the collaboration of multiple public agencies including MTA, San Francisco Public Utilities Commission (PUC), Mayor's Office of Housing, Planning Department, Fire Department, and City College. The design is 35% complete. Of the total \$10 million project cost, \$4 million has been secured from a land sale, and roughly \$6 million will be funded through a Transportation Livable City grant.
- The Balboa Park Plan identified many necessary interventions in and around the *Balboa Park Station Area Plan* to improve the function of transit, pedestrian safety, circulation, and public space. MTA has completed a draft engineering study which identifies projects for short and medium-term implementation, and to generate cost estimates. Draft report includes a series of recommended projects. Passenger safety, accessibility, passenger information and amenities.
- Bart recently opened a walkway to the westside entrance which facilitates pedestrian connections between Muni and Bart.
- The Recreation and Parks Department, in coordination with DPW, the PUC and the Library is working to complete design of a *new public open space adjacent to the new Library*. Some funding has been secured for the design phase; additional funding is necessary for design and construction.

¹⁹ <http://www.sf-planning.org/index.aspx?page=1748>

- Further work is underway to improve pedestrian access to transit, including new crosswalks Ocean Ave at I-280 with pedestrian countdown signals and crosswalk.
- *Lee Avenue Extension and the Brighton Avenue Public Access Easement* will be completed as part of an In-Kind agreement. The construction of the Lee Avenue extension, located on the northern side of Ocean Avenue to the City College property, and the dedication of the Brighton Avenue extension for public access, located on the northern side of Brighton Avenue to City College property, is expected to be constructed in coordination with the proposed development located at 1150 Ocean Avenue.

Eastern Neighborhoods: Central Waterfront, East SOMA, Showplace Square/Potrero, & Mission²⁰

The Eastern Neighborhoods Area Plans, adopted in early 2009, enable an additional 10,000 units of housing and 10,000 new jobs. No development projects have been completed since plan adoption, however a number have been entitled by the Planning Department. The Planning Department projects approximately \$25 Million in impact fee revenue in the Plan Area over the next five years.

Projected Impact Fee Revenue, 5 years	
Eastern Neighborhoods	
Open Space	\$ 9,717,098
Transportation	\$ 11,767,794
Community Facilities	\$ 1,975,622
Administration	\$ 1,234,764
Total	\$ 24,695,278

The projected impact fee revenue covers roughly 30% of the projected capital needs, leaving a significant funding gap. In addition to the funding opportunities identified by the plan, the City Administrator coordinated the Eastern Neighborhoods Infrastructure Financing Working Group, to identify additional potential new revenue sources.

The Eastern Neighborhoods plan identified seven priority community improvements projects; progress on a number of these projects as well as others is detailed below.

- The Planning Department led the *Showplace Square Open Space Planning Process*.²¹ Per the Eastern Neighborhoods Plan, this is a priority implementation project. The planning process built on the goals and policies of the Streets & Open Space chapter of the Showplace Square/Potrero Hill Area Plan. The process assessed the open space needs of the Showplace community, identified potential opportunity sites for open space, and developed conceptual

²⁰ <http://www.sf-planning.org/index.aspx?page=1673>

²¹ showplace.sfplanning.org

designs for key opportunity sites. The next steps include environmental review of these designs, development of construction drawings and cost estimates. A project sponsor had proposed an in-kind improvement for the completion of one of the identified open spaces.

- The Planning Department, in coordination with the Department of Recreation and Parks and PODER (a community organization), hosted a series of community workshops to develop a conceptual design for an *open space at 17th and Folsom Streets*²² between December 2009-March 2010. The proposed 17th and Folsom open space is identified as a priority project by the Eastern Neighborhoods Plan. The City secured a grant of \$2.7 for the acquisition and construction of the park, which is just over half of the roughly \$5 Million. The balance of the project will be funded in part through development impact fees. The project has received environmental review and will start construction in 2013.
- The *Eastern Neighborhoods Transportation Implementation Planning Study (EN TRIPS)*²³ is a coordinated multi-agency partnership between the Planning Department, SFMTA, and the SFCTA. EN TRIPS will lead to the design of key multi-modal transportation corridor projects needed to serve new and existing development in the Eastern Neighborhoods and surrounding high-growth areas. EN TRIPS is expected to continue through 2011 and will culminate in a final report complete with street designs and funding/implementation strategy.
- *The Mission Streetscape Plan*²⁴ is a community-based planning process to identify improvements to streets, sidewalks and public spaces in the city's Mission District. The Mission Streetscape Plan includes an overall design framework to improve pedestrian safety and comfort, increase the amount of usable public space in the neighborhood, and support environmentally-sustainable storm water management. The project also includes 28 specific design for locations throughout the neighborhood; several of these projects have secured funding and are currently undergoing implementation. Following a series of community workshops, the Mission Streetscape plan was adopted by the Planning Commission and Board of Supervisors in the spring of 2011.
 - The City was awarded a \$2.3 Million TLC grant for pedestrian amenities and plaza upgrade at the 24th Street Bart Station.
 - The Mission Community Market started in the Spring of 2010, and has opened again for the 2011 market season.
 - Folsom Street (19th to Cesar Chavez) \$1.6 Million dollar TLC grant road diet are partially funded for implementation.
 - Mission and Capp plaza is being built as part of the Cesar Chavez plan.
- The *Eastern Neighborhoods Citizens Advisory Committee (CAC)*²⁵ started meeting on a monthly basis in October 2009. The CAC is comprised of 19 members of the public

²² <http://www.sf-planning.org/index.aspx?page=2273>

²³ <http://www.sfmta.com/cms/oentrips/indxentrips.htm>

²⁴ http://www.sf-planning.org/ftp/CDG/CDG_mission_streetscape.htm

²⁵ EN CAC website: encac.sfplanning.org

appointed by the Board of Supervisors or the Mayor. Initial meetings have focused on overviews of the Eastern Neighborhoods Implementation Program and priority projects. Participation in the community improvements plan implementation is central to the CAC's role.

Attachment 1.**ARTICLE 36. COMMUNITY IMPROVEMENTS AREA PLANS AND PROGRAMS****SEC. 36.1. - APPLICABILITY.**

(a) The Planning Department is currently engaged in comprehensive planning of areas of the City being referred to as the proposed Market/Octavia, East SOMA, West SOMA, Inner Mission, Lower Potrero/Showplace Square, and Central Waterfront plan areas. These efforts are expected to lead to new or modified area plans of the City's General Plan ("Area Plans") that address urban design, open space, transportation, housing, and community facilities and present detailed rezoning and policy proposals that cover land use, housing, community facilities, open space, and transportation. The boundaries of these areas are generally as outlined in documents posted from time to time on the Planning Department's web page.

(b) As part of the comprehensive planning leading to preparation and adoption of each Area Plan, the Planning Department, and, in the West SOMA area, the Planning Department with the advice and input of the Western SoMa Citizens Planning Task Force, is analyzing the existing deficiencies and improvement needs of each area and the deficiencies and improvement needs that will be created by or exacerbated by the new development permitted by the proposed Area Plan. In the other areas covered by this legislation, the Planning Department should also consider the advice and input of citizen groups. Based on this analysis, the Planning Department shall prepare for each area a document that identifies the various facilities, infrastructure and other community improvements needed to address the identified conditions and needs (the "Community Improvements Plan") and an implementation program that summarizes the estimated costs of the various facilities and improvements identified in the Community Improvements Plan, proposes specific funding strategies and sources to finance them, identifies the responsible and supporting agencies, and outlines the steps, including as may be needed more detailed planning, program design, and environmental evaluation, required to refine the proposals and implement them (the "Implementation Program."). In the West SOMA area the City is preparing the Community Improvements Plan and Implementation Program with the advice and in put of the Western SoMa Citizens Planning Task Force. In the other areas covered by this legislation, the Planning Department should also consider the advice and input of citizen groups. The funding sources proposed in the Implementation Program may include, but are not limited to, use of federal, State, and local public resources, community facility, community benefit or other forms of assessment districts, and area-specific development impact fees, as may be detailed in the final adopted respective area plans.

SEC. 36.2. - INTENT.

This Article 36 is intended to provide mechanisms that will enhance the participation in the preparation and implementation of the Community Improvements Plans and Implementation Programs by the various City departments, offices; and agencies that will be responsible for their implementation and provide a means by which the various parties interested in realization of the Community Improvements Plans and Implementation Programs can remain informed about and provide input to and support for their implementation.

SEC. 36.3. - INTERAGENCY PLANNING AND IMPLEMENTATION COMMITTEES.

For each area subject to the provisions of this Article, there shall be an Interagency Planning and Implementation Committee that shall be comprised of representatives of the departments, offices, and agencies whose responsibilities include provision of one or more of the community improvements that are likely to be needed or desired in a Plan Area. In addition to the Planning Department, these departments, offices, and agencies shall, if relevant, include, but are not limited to, the County Transportation Authority, Municipal Transportation Agency, Department of Public Works, Library Commission, Redevelopment Agency, Mayor's Office of Economic and Workforce Development, Mayor's Office of Community Development, Public Utilities Commission, Department of Recreation and Parks, Department of the Environment, and the Office of City Greening. The Interagency Planning and Implementation Committees shall be chaired by the Planning Director or his or her designee. It shall be the responsibility of each such department, office, or agency to participate, using its own administrative funds, in the preparation of that portion of a Community Improvements Plan falling within its area of responsibility and, after Area Plan adoption, to participate in the detailed design of the community improvement or improvements and to seek the funding for its implementation as provided in the Implementation Program, as amended from time to time.

SEC. 36.4. - ANNUAL PROGRESS REPORTS.

Preparation. After the final adoption of an Area Plan, including the Community Improvements Plan and Implementation Program, for a portion of the City subject to the provisions of this Article, the Planning Department shall prepare for each Area Plan a brief Annual Progress Report indicating the status of implementation of the Area Plan and its various components. It shall contain information regarding the progress made to date in implementing the Area Plan and its various components, including a summary of the individual development projects, public and private, that have been approved during the report period, and shall also describe the steps taken regarding implementation of the various community improvements in accordance with the Plan's projected phasing and update and, if necessary, modify and amend, the contents and/or phasing of the Community Improvements Plan and Implementation Program. It shall also include proposed departmental work programs and budgets for the coming fiscal year that describe the steps to be taken by each responsible department, office, or agency to implement the Community Improvements Plan. It shall be the responsibility of each department, office and agency to provide to the Planning Department the following: (i) information regarding its progress in implementing the community improvement(s) for which it is responsible; (ii) any changes in the time-phased schedule for implementing the improvement(s); and (iii) information regarding its relevant proposed work program and efforts to secure the funding sources for implementing the improvement(s) in the coming year. The Planning Department shall summarize this information together with information regarding its own progress and relevant proposed work program and budget into the Annual Progress Report.

(b) Annual Hearing at Planning Commission. Prior to the annual submission of the Planning Department budget requests to the Mayor's Budget Office, the Planning Commission shall hold a public hearing on each Area Plan's Annual Progress Report. Notice of the hearing shall be provided at least 30 days prior to the meeting as follows: mailed notice to all organizations and individuals who have specifically requested mailed notice and published notice at least once in an official newspaper of general circulation. The Report shall be posted on the Department's web page for at least 30 days before the hearing. This hearing may be held as part of the Planning Commission's hearing on the Departmental budget request.

(c) Submission to Relevant Committee of the Board of Supervisors. The Annual Progress Report shall also be submitted to the committee of the Board of Supervisors responsible for land use matters, which Committee may schedule a public hearing. Further, the Board urges the Planning Department Director and/or his or her designee who chairs the Interagency Planning and Implementation Committee for each Area Plan to be available to provide a briefing and answer questions about the Report at the appropriate Board of Supervisors committee hearing.

(d) Termination. This Annual Progress Report requirement may be terminated by the Planning Commission upon its determination after a public hearing, noticed at least 30 days prior to the meeting, that full implementation of the Community Improvements Plan and Implementation Program has been substantially achieved and that continuation of the Annual Progress Report requirement would serve no useful purpose.

Attachment 2. IPIC developed *draft* project evaluation criteria:

1. Coordination with
 - a. Other public infrastructure improvements
 - b. Public agency work programs
 - c. New private development projects
2. Ability to operate and maintain asset
3. Ability to leverage funds
 - a. From state or regional resource
 - b. Match funding from local sources or agency budgets
 - c. New programming that could generate new revenue
4. Achieve key plan objective: transit oriented neighborhood
 - a. Mix of project type, scales, timelines
 - b. Supports new growth and development
5. Community Priority – CAC input

Attachment 3.

Planning Department's Chapter of the Capital Plan for FY2011 – 2021