

**SAN FRANCISCO**  
**PLANNING COMMISSION**  
**RESOLUTION NO. 14509**

**WHEREAS**, Since the 1970s, the Planning Commission has imposed conditions on permit approvals for office construction in the greater downtown area, requiring developers to implement commute information and assistance programs; and

**WHEREAS**, The Commission adopted Resolution No. 11249 on January 7, 1988, setting forth specific performance criteria for implementation of Planning Code Section 163 and similar permit conditions, and recommending establishment of a central, private agency to coordinate implementation of TMPs in a cohesive manner for the downtown as a whole; and

**WHEREAS**, The Commission adopted Resolution No. 11680 on June 15, 1989, endorsing the concept of a Transportation Management Association that would satisfy the general objectives and goals of the *1988 Developer's Manual* and release participating building owners and managers from performance of such specific standards; and

**WHEREAS**, The Commission adopted Resolution No. 11821 on December 14, 1989, endorsing the Transportation Management Association of San Francisco (TMASF) and its 1990 Work Plan, on the basis that it sufficiently satisfied TMP goals and objectives for the downtown; and

**WHEREAS**, The Commission adopted Resolution No. 13003 on January 31, 1991, endorsing the TMASF and its 1991-1992 Work Plan, and releasing its members from strict performance of minimum criteria and standards for 1991 and 1992, on the basis that the Work Program sufficiently satisfied TMP goals and objectives in the downtown; and

**WHEREAS**, The Commission adopted Resolution No. 13434 on December 10, 1992, endorsing the TMASF and its 1993-1997 Work Plan, and releasing its members from strict performance of minimum criteria and standards for the period 1993 through 1997, on the basis that the Work Program sufficiently satisfied TMP goals and objectives; and

**WHEREAS**, The TMASF has, pursuant to Commission Resolution No. 13434, submitted annual reports summarizing all Work Plan activities undertaken during calendar years 1993 through 1997, and been found to be in compliance;

**WHEREAS**, The TMASF Board of Directors submitted to Department staff a TMASF Work Plan for the January 1, 1998 through December 31, 2002 period, including a list of members and an overview and description of the Work Plan elements;

**NOW THEREFORE BE IT RESOLVED**, That the Commission accepts the TMASF 1993-1997 Program Summary, based on a determination that the work summarized herein is consistent with the following objectives for Transportation Brokerage activities:

1. Schedule promotion and assistance activities throughout the year, to help keep commute issues in the minds of commuters and to provide ongoing assistance;

2. Focus activities on education regarding commute options; assistance in selecting and learning to use the most appropriate commute option; and incentives to use the most efficient and appropriate options in the context of building or employee needs;
3. Ensure that activities are conducted at a level of effort that will assure contribution to gradual modal shift over time, such that the year 2000 goals for overall downtown commute patterns, established by the Downtown Plan, may be attained;
4. Develop and implement activities that provide for targeting commute groups, in order to produce the most effective marketing and education efforts and, if necessary, the most effective incentives to induce commute pattern change; and
5. Monitor program effectiveness and progress at regular intervals.

**BE IT FURTHER RESOLVED**, That the Commission reaffirms that the TMASF satisfies the Code Section 163 requirement for participation in a transportation management broker network;

**BE IT FURTHER RESOLVED**, That the Commission endorses the TMASF 1998-2002 Work Plan with conditions as set forth in Exhibit A; and

**BE IT FURTHER RESOLVED**, That through such approval of the Work Plan, the Planning Commission releases members of the TMASF in good standing from strict performance of specific minimum criteria and standards from the *Developer's Manual* that were listed in Resolution 13434, subject to conditions attached hereto as Exhibit A, for the period January 1, 1998 through December 31, 2002; and

**BE IT FURTHER RESOLVED**, That all responsibilities, obligations and specific activities of either on-site Transportation Management Coordinators or providers of transportation brokerage services which are not explicitly cited herein or incorporated herein by reference shall not be considered by the Commission to be included in the program of the TMASF, and shall continue to be implemented individually for each building, in full conformance with performance criteria established by the Planning Department and in effect as of December 14, 1989; and

**BE IT FURTHER RESOLVED**, That the Commission directs the TMASF to submit to the Department, on January 10, an annual report summarizing all activities and project results relating to the Work Plan hereby endorsed, including documentation sufficient for the Department to evaluate its performance, programs and materials produced;

**BE IT FURTHER RESOLVED**, That the Commission reserves the right to determine, based on a review of annual report documentation, whether satisfactory performance has been achieved, and in the event it hasn't, rescind its endorsement of the TMASF and its Work Plan;

**BE IT FURTHER RESOLVED**, That the Commission, in its evaluation of performance and consideration of future endorsement of or granting of exemptions from published implementation standards for the TMASF and its members, shall take into account demonstrated change in commute patterns among employees in member buildings toward attainment of Downtown Plan goals, to the extent such information is available, and among other criteria.

## EXHIBIT A

### CONDITIONS OF APPROVAL - TMASF

1. The Transportation Management Association of San Francisco will submit to Planning Department staff an annual report detailing program progress, scheduling, products and status. In response, staff may comment on the products and activities described and require that specific modifications be made to the Work Plan. Subsequently, the TMASF will have 60 days to respond to Department comments. Any pending disagreements between the TMASF and Department staff will be resolved by the Commission.
2. In April and October of each year, the TMASF will submit a semi-annual list of all members in good standing and within 30 days, will inform the Department of any member that has withdrawn or is found to not be in good standing with the TMASF.
3. The TMASF will modify its survey to include a Comprehensive Survey of all member buildings every three years. The TMASF will be expected to clearly identify the objectives of the Survey and to work closely with the Department in its development and administration of the instrument. Subsequently, the TMASF will provide the Department with a detailed report and summary of the Survey findings.
4. By January 10 of each year, the TMASF will be required to submit an Annual Report to the Department for transmission to the Commission. This report will include TMASF budget and funding information as well as continued financial commitment to the overall program. The Commission will reserve the right to determine compliance with overall goals and objectives and may rescind the endorsement of the 1998-2002 Work Plan if it determines that the TMASF's performance of minimum criteria and standards, i.e. , as defined in the *1988 Developer's Manual*, is not satisfactory.
5. Buildings participating in the TMASF that have additional permit requirements not included in the set of transportation brokerage activities listed in the Developer's Manual will be required to fully comply with all requirements placed on them as conditions of permit approval. Members of the TMASF whose buildings include parking that is subject to permit and/or Planning Code restrictions, will be responsible for complying with the applicable provisions of the permit, Code and *Developer's Manual*. These buildings will be required to report annually to the Department on such activities individually, according to the criteria established by the Department. Rideshare preferential parking is of major concern to the City and the TMASF is encouraged to continue working on this issue with the Department and other government agencies.
6. Membership in the TMASF shall remain open, such that additional developers, property owners and employers are encouraged to join and receive the services described in the 1998-2002 Work Plan. The TMASF shall make a best faith effort to solicit and encourage all other building representatives subject to Code or permit obligations for commute information and assistance programs, to join the TMASF.