DATE: [INSERT DATE]

TO: [INSERT RECIPIENT/S]

FROM: [INSERT NAME]

**SUBJECT: [NAME OF PDA] Priority Development Area (PDA) Grant Application**

**RECOMMENDATION**

Staff requests approval to submit an application to the Metropolitan Transportation Commission for [$XXX,000] for a Priority Development Area (PDA) Grant to complete the [NAME OF PLAN, PLAN AMENDMENT, or PLAN IMPLEMENTATION ACTIVITY] for [PDA NAME].

**BACKGROUND**

In [INSERT YEAR], [INSERT JURISDICTION NAME] established [INSERT NAME of PDA] as a Priority Development Area (PDA). [INSERT ADDITIONAL INFORMATION ON PDA IF DESIRED.]

The Priority Development Area (PDA) Program is a voluntary partnership between local governments, the Metropolitan Transportation Commission (MTC) and the Association of Bay Area Governments (ABAG). Through the PDA program, local governments identify areas envisioned for future housing and job growth that are served by transit. Bay Area cities have nominated 218 PDAs since 2007.

PDAs facilitate coordinated regional planning for future growth and transportation investment. In addition to shaping the location of anticipated growth and major transit investments, PDAs receive a dedicated share of funding for local planning and for transportation improvements such as complete streets, bikeways, and parking programs. This is reflected Plan Bay Area 2050, the region’s current long-range land use and transportation plan.

In December 2022, MTC released a Call for Projects for PDA Planning Grants open to local governments with one or more PDA. To date, these grants have funded more than 80 plans and a wide range of technical assistance. This round of funding supports three types of planning activities:

* **Full Plans** that, at a minimum, establish development standards and identify public improvements, informed by community engagement and resulting in an adopted plan, CEQA analysis, and zoning and general plan amendments. (Maximum grant amount: $1,200,000.)
* **Plan Amendments** that update an adopted plan to reflect changing community priorities, state and regional policies, and economic trends. Plan amendments typically involve revising part, but not all, of a plan, and result in updates to the zoning code and, if applicable, an EIR and general plan land use designations. (Maximum grant amount: $600,000.)
* **Plan Implementation:** Technical Assistance to develop and adopt policies or programs that facilitate the implementation of an adopted plan for one or multiple PDAs. (Maximum grant amount: $200,000.)

To ensure both local and regional benefits, plans funded through the PDA program must meet minimum requirements, but can do so in a way that addresses community priorities. At a minimum, plans must include: development standards; standards for public rights of way and other public spaces; capital improvements; a funding strategy; actions to expand equity; any necessary environmental analysis; and updates to zoning and the general plan to achieve consistency with the grant-funded Plan. By receiving funding, grant recipients are committing to ensuring that Plans are consistent with any applicable state and regional laws and policies, such as MTC’s Transit-Oriented Communities Policy. MTC/ABAG staff will support City staff in ensuring minimum requirements are met and will offer technical resources and best practices.

**PROPOSAL**

[INSERT DESCRIPTION OF PROPOSED PLAN]