AC TRANSIT DISTRICT
Board of Directors
Executive Summary

GM Memo No. 05-027
Meeting Date: Feb. 16, 2005

Committees:
Planning Committee ☐ Finance Committee ☐
External Affairs Committee ☒ Operations Committee ☐

Board of Directors ☐ Financing Corporation ☐

SUBJECT: Consider a plan for presentation and distribution of the report "Designing With Transit" to Planning Commissions, City Councils, and other appropriate agencies.

RECOMMENDED ACTION:

☐ Information Only ☒ Briefing Item ☐ Recommended Motion

Fiscal Impact:
No direct impact

Background/Discussion:
The District has just published Designing With Transit: Making Transit Integral to East Bay Communities. This publication combines information about transit-friendly land use planning, access to transit, and street design. The primary intended audience for this publication is local decision-makers and technical people, including City Council members, Planning Commissioners, and public works and planning staff. It is also intended for use by the AC Transit Board and staff.

During previous discussions of Designing With Transit, Board members have indicated a desire to have the document used proactively with the cities in our service

BOARD ACTION: Approved as Recommended [ ] Other [ ]
Approved with Modification(s) [ ]

[To be filled in by District Secretary after Board/Committee Meeting]

The above order was passed on _____________________, 2005.

Rose Martinez, District Secretary
By ________________________________
area. Staff has emphasized a parallel goal: making Designing With Transit a living document by getting cities (and other entities) to read it and use it.

**Distribution to Date**

Staff has begun the distribution of Designing With Transit. To date, some 100 copies of the binder have been distributed, and additional loose copies have also been provided to various Board and staff members for dissemination. Staff appreciates Board members' efforts to distribute the document.

Binders have been sent to Public Works and Planning staff for cities in the service area, Congestion Management Agencies, MTC, BART, and consultants in the field, and were further distributed internally at AC Transit. Staff has also presented copies to Federal Transit Administrator Jennifer Dorn and to key Congressional staff. Many of the local staff people receiving copies had participated in reviewing and commenting on earlier drafts of Designing With Transit. Every jurisdiction within the AC Transit service area--each of the 13 cities and 2 counties--has received at least one copy.

Over 200 governmental leaders in the AC Transit service area have been notified of the availability of the document. AC Transit's interest in making presentations about Designing With Transit is highlighted in this communiqué. Notice has gone to all elected officials in the district, as well as planning directors, planning commissioners, and transportation commissioners (where such a commission exists). Staff can report orally on the initial response to this mailing at the committee meeting.

The District's website can also be a powerful platform for the distribution of Designing With Transit. The document has been posted on the new Environment page, in a section devoted to transit-friendly urban planning. This is the first time AC Transit's website has focused on urban planning. The website version of Designing With Transit includes color versions of photographs and maps.

**Presentations Planned to Date**

Staff is planning a presentation to the West Contra Costa Transportation Advisory Committee (WCCTAC) Board, composed of West County elected officials, at their March 25 meeting. Staff in the cities of El Cerrito and Fremont have also indicated an interest in having a presentation.

**Future Distribution**

Given the Board's previous direction, staff has assumed that both Board members and staff will distribute and present Designing With Transit. The appropriate presenters may vary from situation to situation. Planning staff is now preparing a Power Point presentation as a tool and summary of the document.

Staff aims to assure that Designing With Transit is disseminated widely, and, even more importantly, that it is used widely. The primary value of the handbook is that it
incorporates and illustrates a wide range of practical actions that local jurisdictions can take to support transit. Our goal is to make the "best practices" discussed in the document more common in the East Bay.

Our presentations will be most effective if they are timely and relate to activities a jurisdiction is undertaking. Some jurisdictions are now engaged in planning processes that would benefit from the concepts in *Designing With Transit*. Other jurisdictions are not currently undertaking these planning processes, but almost all will do so at some point. For these reasons, it is appropriate to make our presentations to various agencies over time, depending on the circumstances and activities of various jurisdictions.

To implement this approach, two strategic priorities are suggested for disseminating *Designing With Transit* and its recommendations. The first priority involves jurisdictions that are engaged in planning processes or projects that will significantly affect the land use/transportation system. One example is the San Pablo Corridor planning process being developed by Assembly member Loni Hancock's office. This plan and its spin-offs have the potential to affect cities from Oakland to Richmond. Another example is the citywide Bicycle Plan update that Oakland is about to start. Key members in these processes need to be aware of AC Transit's concerns and ideas as reflected in *Designing With Transit*.

The second proposed strategic priority involves jurisdictions where AC Transit has had ongoing difficulties around a specific issue. In some instances, but not always, these problem areas can be addressed through a project or planning process. Meetings of appropriate AC Transit elected officials and staff with local officials and staff will be determined on a case by case basis.

Staff looks forward to disseminating *Designing With Transit* and expects that it will be an exciting and productive activity for AC Transit.

**Prior Relevant Board Actions/Policies:**
Policy 520, Encouraging the Promotion of Public Transit in Land Use Development within AC Transit’s Service Area

**Approved by:**
Tina Spencer, Long Range Planning Manager  
Nancy Skowbo, Deputy General Manager Service Development

**Prepared by:**
Nathan Landau, Senior Transportation Planner

**Date Prepared:** February 3, 2005