



# Car-Share Parking and Membership

**TDM MEASURE:**

The property owner shall proactively offer memberships to a Certified Car-share Organization, at least once annually, to each Dwelling Unit and/or employee<sup>1</sup> for the Life of the Project and/or provide car-share parking spaces as specified below. If requested by the resident and/or employee, the property owner shall pay for, or otherwise provide, memberships minimally equivalent to one annual membership per Dwelling Unit and/or employee. Residents or employees shall pay all other costs associated with the car-share usage, including hourly or mileage fees. Any car-share parking space(s) provided to comply with Section 166 of the Planning Code shall meet the availability and specifications required in the Planning Code. Any car-share parking spaces provided in excess of those required of the project by the Planning Code may be occupied by car-share vehicles operated by a Certified Car-share Organization or may be occupied by other car-share vehicles that the property owner provides for the sole purpose of shared use and that are operated in compliance with Section 166 of the Planning Code, including, but not limited to the following standards:

1. All residents/tenants eligible to drive shall have access to the vehicles; the vehicles may also be made available to users who do not live or work on the subject property;
2. Users shall pay for the use of vehicles;
3. Vehicles shall be made available by reservation on an hourly basis, or in smaller intervals;
4. Vehicles must be located at on-site unstaffed, self-service locations (other than any incidental garage valet service), and generally be available for pick-up by eligible users 24 hours per day;
5. The property owner or a third party vendor shall provide automobile insurance for its users when using car-share vehicles and shall assume responsibility for maintaining car-share vehicles.

Car-share parking spaces required for Option C may be waived if no Accessory Parking is provided

**APPLICABILITY:**

This measure is applicable to Development Projects in any land use category.

**POINTS:**

**1-5** ○○○○○○

for the project. The property owner may choose ONE of the following five options:

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**OPTION A****POINTS:****1**

**Residential:** Car-share parking spaces as required by the Planning Code.

**Office:** Car-share parking spaces as required by the Planning Code.

**Retail:** Car-share parking spaces as required by the Planning Code.

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**OPTION B****POINTS:****2**

**Residential:** One car-share parking space for every 80 Dwelling Units, with a minimum of two car-share parking spaces.

**Office:** One car-share parking space for each 20,000 square feet of Occupied Floor Area, with a minimum of two car-share parking spaces.

**Retail:** Two car-share parking spaces for each 20,000 square feet of Occupied Floor Area, with a minimum of four car-share parking spaces.

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**OPTION C****POINTS:****3**

**Residential:** One car-share membership for each Dwelling Unit, and car-share parking spaces as required by the Planning Code.

**Office:** One car-share membership for each employee, and car-share parking spaces as required by the Planning Code.

**Retail:** One car-share membership for each employee, and car-share parking spaces as required by the Planning Code.

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## OPTION D

POINTS:

4

**Residential:** One car-share membership for each Dwelling Unit, and one car-share parking space for every 80 Dwelling Units, with a minimum of two car-share parking spaces.

**Office:** One car-share membership for each employee, and one car-share parking space for each 20,000 square feet of Occupied Floor Area, with a minimum of two car-share parking spaces.

**Retail:** One car-share membership for each employee, and two car-share parking spaces for each 20,000 square feet of Occupied Floor Area, with a minimum of four car-share parking spaces.

## OPTION E

POINTS:

5

**Residential:** One car-share membership for each Dwelling Unit, and one car-share parking space for every 40 provided Dwelling Units, with a minimum of three car-share parking spaces.

**Office:** One car-share membership for each employee, and one car-share parking space for every 10,000 square feet of Occupied Floor Area, with a minimum of three car-share parking spaces.

**Retail:** One car-share membership for each employee, and two car-share parking spaces for every 10,000 square feet of Occupied Floor Area, with a minimum of three car-share parking spaces.

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**DEVELOPMENT REVIEW:** The property owner shall select an option and submit plans that identify the car-share parking spaces. The measure must be included in the Development Project's TDM Plan. City staff will assign points based on the level of implementation.

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**PRE-OCCUPANCY MONITORING AND REPORTING:** The TDM coordinator shall facilitate a site inspection by Planning Department staff to verify that the car-share parking meets the standards specified in the Planning Code and the project approvals.

Additionally, City staff shall provide the TDM coordinator with a copy of the approved TDM Plan. The TDM coordinator will provide City staff with a signed letter agreeing to distribute the TDM Plan via new employee packets, tenant lease documents, and/or deeds.

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**ONGOING MONITORING AND REPORTING:** The property owner shall submit invoices or receipts with any sensitive billing information redacted and document the total number of employees and/or occupied Dwelling Units and the number of memberships purchased within the last year<sup>2</sup>. City staff shall verify that the standards and minimums identified in the Planning Code and those specified in the project approvals are met<sup>3</sup>. Verification of car-share operations associated with any car-share vehicles that are provided by the property owner shall include documentation of vehicle ownership or lease, insurance, and demonstration of reservation system and availability to all tenants and/or residents, and invoices or receipts demonstrating charges to users (with sensitive billing information redacted).

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**RELEVANT MUNICIPAL CODE(S):** San Francisco Planning Code Sections 151.1 and 166.

NOTES:

- 1 Although the property owner may opt to provide an annual membership to all employees, the requirement is one membership per full time employee.
- 2 Full compliance means that the property owner offers one membership per employee and/or Dwelling Unit regardless of whether or not the memberships are accepted.
- 3 If a property owner offers the off-street car-share spaces in an amount exceeding Code requirements to a certified car-share organization for two consecutive ongoing reporting periods and no certified car-share organization agrees to use the spaces, the property owner must either provide its own fleet of car-share vehicles and operate them per Code requirements or file a TDM Plan Update Application to revise the TDM Plan with new measures from the Standards at the time of TDM Plan Update application to ensure that the target is achieved.

For Option D and E, for all car-share spaces that are provided, above and beyond the Planning Code requirements, up to 15 percent of the car-share parking spaces and memberships may be substituted with spaces and memberships for another shared vehicle type. Other shared vehicle types include: scooters, motorized bicycles and/or other motorized vehicles. Shared vehicles must meet the operational standards outlined in Section 166 of the Planning Code. The maximum number of car-share spaces for any Development Project is 50 spaces.