

**CALIFORNIA COASTAL COMMISSION**

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**W14b**

**LCP-6-SAN-22-0044-2 (Build Better SD)**

**April 2023**

**EXHIBITS**

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- EXHIBIT 1: Strikeout/Underline Ordinance**
- EXHIBIT 2: Strikeout/Underline Appendix M**
- EXHIBIT 3: New Appendix U**

**STRIKEOUT ORDINANCE**

**OLD LANGUAGE: ~~Struck-Out~~**

**NEW LANGUAGE: Double Underline**

ORDINANCE NUMBER O-\_\_\_\_\_ (NEW SERIES)

DATE OF FINAL PASSAGE \_\_\_\_\_

AN ORDINANCE AMENDING CHAPTER 9, ARTICLE 8, DIVISION 6 OF THE SAN DIEGO MUNICIPAL CODE BY AMENDING SECTION 98.0610; AMENDING CHAPTER 14, ARTICLE 2, DIVISION 6 OF THE SAN DIEGO MUNICIPAL CODE BY AMENDING SECTION 142.0640, RELATING TO BUILD BETTER SAN DIEGO (SD) CITYWIDE INITIATIVE.

**§98.0610 Payment of Housing Impact Fee**

Except as provided elsewhere in this section, the applicable Housing Impact Fee shall be paid ~~at the time required building permit fees are paid and no later than the first inspection prior to a final inspection.~~ A final inspection of the Nonresidential Development Project ~~performed by the City shall not occur until the applicable Housing Impact Fee is paid.~~ The amount of the Housing Impact Fee shall be determined as follows, in accordance with the fee schedule set forth in Appendix A in effect on the date the project application is submitted: (Gross Square Feet Nonresidential Space) x (Applicable Fee) by type of use as determined by the Mayor or his or her designee by application of APPENDIX A to this Division = Housing Payment Impact Fee. For purposes of this Division, the Housing Impact Fee for an interior remodel shall be the fees for the new use, less any fees that either were paid or would have been paid based on the existing use of the building.

EXHIBIT NO. 1
APPLICATION NO.
<b>LCP-6-SAN-22-44-2</b>
Strikeout/Underline
Ordinance
 California Coastal Commission

~~(a) Notwithstanding Section 98.0610(a), Building Permits may be issued if the City Manager defers payment of the Housing Impact Fee in accordance with all of the following:~~

~~(1) Payment of Housing Impact Fees shall not be deferred unless and until a Fee Deferral Agreement is entered into to the satisfaction of the City Manager. The Fee Deferral Agreement shall be recorded against the applicable property in the Office of the San Diego County Recorder and shall constitute a lien for the payment of the Housing Impact Fee. The Fee Deferral Agreement shall be binding upon, and the benefits of the agreement shall inure to, the parties and all successors in interest to the Fee Deferral Agreement.~~

~~(2) Payment of Housing Impact Fees shall only be deferred if the applicable administrative processing fee, as adopted by City Council resolution, is paid by the Building Permit applicant or landowner.~~

~~(3) Payment of Housing Impact Fees may be deferred for a maximum period of two years from the effective date of a Fee Deferral Agreement, or until a final inspection is requested, whichever occurs earlier. A final inspection shall not occur, and where applicable, no certificate of occupancy shall be issued, until the applicable Housing Impact Fee is paid.~~

- (4) ~~If payment of the Housing Impact Fees is deferred, the amount of the Housing Impact Fee due shall be determined in accordance with section 98.0610(a).~~

**§142.0640 Impact Fees for Financing Public Facilities and Spaces**

- (a) [No change in text].
- (b) Payment of Fees

Development Impact Fees (as defined in California Government Code Section 66000) for applicable development shall be paid prior to requesting a final inspection. A final inspection shall not occur until the applicable DIFs are paid in areas where DIFs have been established by City Council resolution or ordinance. Notwithstanding the above, the City Manager may also require the payment of DIFs for development that would increase demand for public facilities and/or result in the need for new public facilities. DIFs shall not be required for inclusionary dwelling units provided pursuant to Chapter 14, Article 2, Division 13 if the applicant has satisfied all the requirements of Division 13 for inclusionary dwelling units on the same premises as the market-rate dwelling units. The DIF amount due shall be based upon the DIF schedule in effect when the development application was submitted, ~~Building Permit was issued,~~ or the DIF schedule in effect when the fees are paid, whichever amount is lower, plus an automatic increase consistent with Section 142.0640(c), if applicable.

Exemptions:

(1) through (9) [No change in text].

(c) through (e) [No change in text].

(f) Developer Reimbursement Agreements (DRA)

For purposes of this Division, a DRA means an agreement to reimburse another entity for all or a portion of the cost of the entity's contracts with consultants and/or contractors for the design and construction of a public works project. The City Manager may enter into a DRA for a public works project that contains supplemental size, capacity, number, or length, or will serve ~~communitywide~~ Citywide needs, the need for which is not directly attributable to the *development*, provided that the following minimum requirements are satisfied:

(1) [No change in text.]

(2) The public works project is identified in the annual capital improvement plan budget ~~a City Council adopted public facilities financing plan or impact fee study~~ and the amount of reimbursement does not exceed the amount identified for the public works project in the annual capital improvement plan budget ~~adopted public facilities financing plan or impact fee study~~.

(3) through (4) [No change in text.]

(5) For DRAs executed prior to July 1, 2023, should the applicable Community specific DIF fund be exhausted, the City Manager may authorize a credit against any applicable Citywide DIF or reimbursement funds to developers in accordance with the DRA's executed prior to July 1, 2023.

(g) [No change in text.]

SCE:sc  
07/07/2022  
Or.Dept: DSD  
Doc. No.: 2971100\_2

Passed by the Council of The City of San Diego on SEP 13 2022, by the following vote:

Councilmembers	Yeas	Nays	Not Present	Recused
Joe LaCava	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jennifer Campbell	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen Whitburn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monica Montgomery Steppe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marni von Wilpert	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chris Cate	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Raul A. Campillo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vivian Moreno	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sean Elo-Rivera	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date of final passage SEP 21 2022

AUTHENTICATED BY:

TODD GLORIA  
Mayor of The City of San Diego, California.

(Seal)

ELIZABETH S. MALAND  
City Clerk of The City of San Diego, California.

By [Signature], Deputy

I HEREBY CERTIFY that the foregoing ordinance was not finally passed until twelve calendar days had elapsed between the day of its introduction and the day of its final passage, to wit, on

AUG 01 2022, and on SEP 21 2022.

I FURTHER CERTIFY that said ordinance was read in full prior to passage or that such reading was dispensed with by a vote of five members of the Council, and that a written copy of the ordinance was made available to each member of the Council and the public prior to the day of its passage.

(Seal)

ELIZABETH S. MALAND  
City Clerk of The City of San Diego, California.

By [Signature], Deputy

Office of the City Clerk, San Diego, California

Ordinance Number O- 21521

RESOLUTION NUMBER R-\_\_\_\_\_

DATE OF FINAL PASSAGE \_\_\_\_\_

A RESOLUTION OF THE COUNCIL OF THE CITY OF SAN DIEGO AMENDING THE LAND DEVELOPMENT MANUAL, APPENDIX M, TRIP GENERATION MANUAL, ADDING NEW APPENDIX U, DEVELOPMENT IMPACT FEE MANUAL, RELATING TO BUILD BETTER SAN DIEGO (SD) CITYWIDE INITIATIVE.

WHEREAS, the City's Land Development Manual contains a Trip Generation Manual with information about vehicular trip that is generated by different land use; and

WHEREAS, Table 7, Trip Generation Rates for Facilities Financing Purposes, in the Trip Generation Manual was last updated May 2003; and

WHEREAS, the City has developed a new threshold for analyzing transportation impacts under California Environmental Quality Act (CEQA) consistent with Senate Bill (SB) 743; and

WHEREAS, Build Better San Diego (SD) is a citywide initiative to support the City of San Diego's equity, access, conservation, and sustainability goals; and

WHEREAS, Build Better SD prioritizes investments in areas with the greatest need and streamlines the delivery of infrastructure; and

WHEREAS, Build Better SD is proposing to add Appendix U, Development Impact Fee Manual, to Appendix U; and





WHEREAS, Table 7, Trip Generation Rates for Facilities Financing Purposes, is proposed to be renamed to Table 7, Trip Generation Rates Development Impact Fees for Mobility Component in Otay Mesa and be used only for calculating community specific Development Impact Fee for Otay Mesa to support the local mobility needs within the Community; and

WHEREAS, Table 3.1, Adopted Fee Rates, in a new Appendix U, is proposed to address Citywide Fees and Vehicle Miles Traveled (VMT); and

WHEREAS, the new, Appendix U, Development Impact Fee Manual, provides guidance on how to apply development impact fees to new development project and is intended to ensure consistency among City staff and consultants, predictability in study preparation, consistency among reviewers, and conformance with all applicable City and State Regulations; and

WHEREAS, adding Appendix U, Development Impact Fee Manual, to the Land Development Manual will provide clear guidelines needed to apply development impact fees to new or increased development to comply with Build Better San Diego, adopted by San Diego Ordinance No. 2022-108; and

WHEREAS, on April 21, 2022, the Planning Commission of the City of San Diego considered the Build Better SD, and pursuant to Planning Commission Resolution RR-No 5812-PC, the Planning Commission voted to recommend approval of the Build Better SD; NOW, THEREFORE,

BE IT RESOLVED, by the Council of the City of San Diego that the amendments and additions to the Land Development Manual, on file in the Office of the City Clerk as document No. RR-\_\_\_\_\_are hereby adopted.

BE IT FURTHER RESOLVED, that the Mayor or his designee is authorized to make administrative changes, or any changes necessary to update to Appendix U to comply with local, state, or federal law, or any other implementing guidelines, data or maps.

APPROVED: MARA W. ELLIOTT, City Attorney

By \_\_\_\_\_  
Shannon C. Eckmeyer  
Deputy City Attorney

SCE:sc  
07/06/2022  
Or.Dept: Planning  
Doc. No.: 2986165\_2

Attachment A: Land Manual Amendment

Attachment B: Appendix U

I certify that the foregoing Resolution was passed by the Council of the City of San Diego, at this meeting of \_\_\_\_\_.

ELIZABETH S. MALAND  
City Clerk

By \_\_\_\_\_  
Deputy City Clerk

Approved: \_\_\_\_\_  
(date)

\_\_\_\_\_  
TODD GLORIA, Mayor

Vetoed: \_\_\_\_\_  
(date)

\_\_\_\_\_  
TODD GLORIA, Mayor



San Diego Municipal Code

# Land Development Code

## Trip Generation Manual

Revised May 2003



Printed on recycled paper

This information, document, or portions thereof, will be made available in alternative formats upon request.

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## INTRODUCTION

The *Trip Generation Manual* is a collection of information about vehicular traffic that is generated by different land uses. This information is based on studies made to determine how many vehicles enter and exit a site devoted to a particular land use.

The process for a typical trip generation study includes a selection of several (usually four to seven) sites that can be categorized as having the same land use. Next, data regarding various characteristics of these sites is collected. Data collection varies according to the specifics of the subject land use. The collected data could include several different physical parameters attributed to the subject site such as location, lot size, structure size, number of employees, and other units of interest. Individual sites are isolated and traffic counters are placed at every entrance and exit point of these sites. The traffic counts are taken for a period of up to seven days. The results of these counts are compiled to determine daily and peak hour trip generation rates per the independent variable(s) for the subject use. Depending on the specific land use, the independent variable(s) may be square feet, acre, number of employees, dwelling units, rooms, etc. Additional data include the proportion of trips made in the morning and afternoon peak periods and the proportion of peak trips that entered and exited the sites.

The trip generation rates presented in this manual are the result of trip generation studies made by the City of San Diego, the San Diego Association of Governments (SANDAG), the Institute of Transportation Engineers (ITE), and other qualified sources. Where possible, local data was used. A task force made up of staff from the City of San Diego, SANDAG, and private consultants was created to provide input into the formation of this manual.

This manual includes the following information:

<b><u>TABLE</u></b>	<b><u>DESCRIPTION</u></b>
<b><u>NO.</u></b>	

- |          |   |
|----------|---|
| <b>1</b> | <b>Trip Generation Rate Summary</b> - This table includes rates or formulas for the calculation of driveway and cumulative trip generation rates (see Appendix A for definitions). It also includes percentage of trips for AM and PM peak hours. The proportion of trips entering and exiting the sites during the peak hours are also provided.   |
| <b>2</b> | <b>Regional Shopping Center</b> - Studies show that the trip generation rate for a Regional Shopping Center depends on its size. However, since this relationship is not discrete, the trip generation rate for a Regional Shopping Center is represented as a logarithmic formula. The formula reflects that the number of trips do not increase proportionally to increases in the size of the Regional Shopping Center. Table 2 includes the calculated driveway and cumulative trip generation for selected sizes of Regional Shopping Centers. |

**TABLE  
NO.****DESCRIPTION**

- 3**     **Commercial Office** - Similar to Regional Shopping Centers, a logarithmic formula is used to determine the trip generation of office buildings. The formula calculates the trip generation rates that increase at a slower rate than the increase in the size of the Commercial Office. Trip generation for selected sizes of Commercial Offices is presented in this table.
- 4**     **Additional Trip Generation Rates** - The trip generation rates obtained based on limited data for several specific land uses are included in Table 4. In absence of other information available, these rates may be used as a reference for a similar land use elsewhere.
- 5**     **Centre City Cumulative Trip Generation Rates** - The trip generation rates in the Centre City area are generally lower than the rates elsewhere in the city. This is due to higher share of mass transit in mode split, high density of land use, high proportion of “walk” trips, parking availability, and parking costs.
- 6**     **Centre City Trip Generation Look-Up Table** - The logarithmic formulas for Regional Shopping Centers and Commercial Offices in Centre City are calculated for selected sizes.
- 7**     **Facilities Financing** - The trip generation rates for the purpose of fee collection toward financing the required infrastructure are in this table.

**Appeal Process:**     The procedure to appeal a particular trip rate is included in the last section.

**Appendices:**        General terms, physical land use parameters, definition of land use categories for trip generation purposes, and the City's land use zones are provided in the appendices.

**Other Resources:**   Two other useful publications that assist in project traffic impact analysis are: the City's *Traffic Impact Study Manual*, prepared by the Transportation Development Section, Development Services Department; and the City's *Street Design Manual*. Both publications may be obtained from the Records Section of the Development Services Department, 1222 First Avenue, second floor.

**TABLES 1-6 [NO CHANGE IN TEXT]**

TABLE 7

**TRIP GENERATION RATES  
FOR FACILITIES FINANCING PURPOSES FOR  
DEVELOPMENT IMPACT FEES FOR MOBILITY COMPONENT IN OTAY MESA**

LAND USE	VEHICLE TRIP RATE
<b>AGRICULTURE (OPEN SPACE)</b>	2 trips/acre
<b>AIRPORT</b>	
Commercial	100 trips/flight; 12 trips/acre
General Aviation	2 trips/daily flight; 6 trips/acre
Hangar	6 trips/aircraft
<b>CEMETERY</b>	5 trips/acre
<b>COMMERCIAL-RETAIL</b>	
Auto Parts Sales	56 trips/1,000 sq. ft.
Auto Repair Center	20 trips/1,000 sq. ft.
Auto Service & Gas Stations:	
Gasoline service station	20 trips/pump dispenser
Gasoline station with food mart <sup>(1)</sup>	40 trips/1,000 sq. ft. + pump dispenser rate
Oil change and lubrication service	40 trips/1,000 sq. ft.
Tire store	23 trips/1,000 sq. ft.; 27 trips/service stall
Truck repair facility with office	140 trips/site
Automotive Sales:	
Car dealer	22 trips/1,000 sq. ft.
Car dealer storage	6.5 trips/1,000 sq. ft.
Recreational vehicle dealer	200 trips/acre
Car Wash:	
Full service	450 trips/site
Self-serve	0 trip/site (if complimentary)
Coin-operated	108 trips/stall
Catering Company	20 trips/1,000 sq. ft.
Convenience Market Chain <sup>(1)</sup>	40 trips/1,000 sq. ft.
Discount Store/Discount Club	40 trips/1,000 sq. ft.
Drugstore	40 trips/1,000 sq. ft.
Equipment Manufacturing and Retail	1,069 trips/site
Furniture Store	5.4 trips/1,000 sq. ft.
Grocery/Convenience Market	25 trips/1,000 sq. ft.
Lumber/Home Improvement Store	27 trips/1000 sq. ft.
Nursery	36 trips/1,000 sq. ft.
Restaurant:	
Quality	40 trips/1,000 sq. ft.
High Turnover (sit-down)	40 trips/1,000 sq. ft.
Fast Food (with or without drive-through)	40 trips/1,000 sq. ft.
Shopping Center:	
Neighborhood (30,000 sq. ft. or more GLA on 4 or more acres)	60 trips/1,000 sq. ft.
Community (100,000 sq. ft. or more GLA on 10 or more acres)	70 trips/1,000 sq. ft.
Regional (300,000 sq. ft. or more GLA) <sup>(2)</sup>	0.8 [Ln(T) = 0.756 Ln(x) + 5.25] *
Specialty Retail Center/Strip Commercial	36 trips/1,000 sq. ft.
Supermarket	40 trips/1,000 sq. ft.
<b>EDUCATION</b>	
Day Care Center	80 trips/1,000 sq. ft.
Elementary School	39 trips/1,000 sq. ft.
Junior High/Middle School	12 trips/1,000 sq. ft.
High School	11 trips/1,000 sq. ft.
Community College (2 years)	18 trips/1,000 sq. ft.
University (4 years or higher)	100 trips/acre
University Seminar Facility	4.0 trips/1,000 sq. ft.

\* See Table 2



**TABLE 7 (Continued)**  
**TRIP GENERATION RATES**  
**FOR FACILITIES FINANCING PURPOSES FOR**  
**DEVELOPMENT IMPACT FEES FOR MOBILITY COMPONENT IN OTAY MESA**

LAND USE	VEHICLE TRIP RATE
<b>FINANCIAL INSTITUTION</b>	
Automated Teller Machine (ATM) <sup>(3)</sup>	260 trips/ATM (stand-alone)
Bank or Credit Union:	
Excluding drive-through	112.5 trips/1,000 sq. ft.
With drive-through	150 trips/1,000 sq. ft.
Drive-through only	187.5 trips/1,000 sq. ft.
<b>HEALTH CARE</b>	
Convalescent/Nursing	3 trips/bed
General	20 trips/1,000 sq. ft.
Residential Care Facility	2 trips/bed
Substance Rehabilitation Center	4 trips/bed
<b>HOUSE OF WORSHIP</b>	
General	9 trips/1,000 sq. ft.
Without School or Day Care	5 trips/1,000 sq. ft.
<b>INDUSTRIAL</b>	
Asphalt Batch Plant	100 trips/usable acre
Industrial/Business Park (some commercial included)	16 trips/1,000 sq. ft.
Industrial Park, Large *	8 trips/1,000 sq. ft.
Industrial Park, Small *	15 trips/1,000 sq. ft.
Manufacturing/Assembly	4 trips/1,000 sq. ft.
Mining Operation	100 trips/gross usable acre
Rental Storage	2 trips/1,000 sq. ft.
Sand/Gravel Quarry Mine	100 trips/gross usable acre
Scientific Research and Development	8 trips/1,000 sq. ft.
Truck Terminal	10 trips/1,000 sq. ft.
Warehousing	5 trips/1,000 sq. ft.
<b>LIBRARY</b>	
Less than 100,000 sq. ft.	20 trips/1,000 sq. ft.
100,000 sq. ft. or more	16 trips/1,000 sq. ft.
<b>LODGING</b>	
Hotel (w/convention facilities/restaurant)	10 trips/room
Motel	9 trips/room
Resort Hotel	8 trips/room
<b>MILITARY BASE</b>	
	2.5 trips/employee (military or civilian)
<b>OFFICE</b>	
Commercial Office <sup>(4)</sup>	$\text{Ln}(T) = 0.756 \text{Ln}(x) + 3.95$ **
Corporate Headquarters/Single Tenant Office	10 trips/1,000 sq. ft.
Court Facility	40 trips/1,000 sq. ft.
Department of Motor Vehicles	20 trips/1,000 sq. ft.
Express Shipping Distribution Center	10 trips/1,000 sq. ft.
Government Office (Civic Center):	
Less than 100,000 sq. ft.	20 trips/1,000 sq. ft.
100,000 sq. ft. or more	16 trips/1,000 sq. ft.
Medical Office:	
Less than 100,000 sq. ft.	20 trips/1,000 sq. ft.
100,000 sq. ft. or more	16 trips/1,000 sq. ft.

\* Some local serving commercial included

\*\* See Table 3

**TABLE 7 (Continued)**  
**TRIP GENERATION RATES**  
~~**FOR FACILITIES FINANCING PURPOSES FOR**~~  
**DEVELOPMENT IMPACT FEES FOR MOBILITY COMPONENT IN OTAY MESA**

LAND USE	VEHICLE TRIP RATE
<b>OFFICE (continued)</b>	
Post Office:	
Less than 100,000 sq. ft.	20 trips/1,000 sq. ft.
100,000 sq. ft. or more	16 trips/1,000 sq. ft.
Research and Development (may include light manufacturing)	18 trips/1,000 sq. ft.
<b>RECREATION</b>	
Auditorium	0.6 trip/1,000 sq. ft.
Bowling Center	30 trips/lane
Bungee Jumping Tower	115 trips/site
Golf Course	600 trips/course
Marina	4 trips/berth
Movie Theater	80 trips/1,000 sq. ft.; 1.8 trips/seat
Park:	
Beach, Ocean or Bay	600 trips/1,000 sq. ft. of shoreline
Developed	50 trips/acre
Undeveloped	5 trips/acre
Racquetball/Tennis/Health Club	40 trips/1,000 sq. ft.
Roller Skating Rink	40 trips/1,000 sq. ft.
San Diego Zoo	115 trips/acre
Sea World	80 trips/acre
Sport Facility:	
Indoor	30 trips/acre
Outdoor	50 trips/acre
Swimming Pool	3.1 trips/parking space
<b>RESIDENTIAL</b>	
Convent	2 trips/room
Estate Housing	12 trips/dwelling unit
Mobile Home	5 trips/dwelling unit
Multiple Dwelling Unit:	
Under 20 dwelling units/ acre	8 trips/dwelling unit
Over 20 dwelling units/ acre	6 trips/dwelling unit
Physically Disabled Residence	4.5 trips/dwelling unit
Recreational Vehicle Park	3 trips/hook-up
Recreational Vehicle Monthly Rental	2 x 1/(T.O.) x number of hookups x 0.85
Retirement/Senior Citizen Housing	4 trips/dwelling unit
Single Dwelling Unit:	
Urbanized Area	9 trips/dwelling unit
Urbanizing Area	10 trips/dwelling unit
Single Resident Occupancy	2.5 trips/room
<b>SOCIAL SERVICES</b>	
Homeless Shelter	2 trips/bed
Salvation Army	610 trips/1,000 sq. ft.
Senior Citizen's Center	2 trips/parking space
Work Furlough Facility	4 trips/bed
<b>TRANSPORTATION FACILITIES</b>	
Bus Depot	25 trips/1,000 sq. ft.
Park & Ride Lots	400 trips/acre; 600 trips/paved acre
Transit Station (rail)	300 trips/acre

**Notes:**

- (1) For each 750 sq. ft. (or any portion thereof greater than 500 sq. ft.) of convenience store floor area, a discount of 50% shall be applied to one automotive fuel dispensing position. All other dispensing positions shall be charged the normal rate.
- (2) Refer to note 6 (page 6) under Table 1.
- (3) If any ATM is new to an institution, the rate is also 260 trips/ATM.
- (4) Refer to note 6 (page 6) under Table 1.

## APPEAL PROCESS

The trip generation rates in this manual may be appealed if the proposed project is unique and does not conform to the land uses in the City's *Trip Generation Manual*. A trip generation study of similar sites must be conducted by a registered traffic engineer. The study method must be approved in advance by the City before the study may be conducted.

Prior to conducting a trip generation study, the consultant must meet with the City's Transportation Development Section of the Development Services Department to discuss the appeal. The purpose of the meeting is to decide if it is appropriate to have a separate trip rate for the particular land use in question, and if so, how the trip generation study is to be conducted. The methodology must be approved by the Transportation Development Section in advance of the trip generation study.

A study of several sites is typically required for the trip generation study. Typically four study sites are desired. All study sites and procedures must be approved by the Transportation Development Section in advance. The studies will require a twenty-four-hour machine count at each driveway site for a minimum of two days. Additional days, or specific days of the week, may be required depending on the land use being studied.

Once the sites and the procedures have been approved, the data collection may begin. The completed field count data would then be submitted to the Transportation Development Section with a summary of the proposed trip generation rate for the studied land use. This data should be supplemented with an explanation of why the proposed trip generation rate should be used instead of the City's trip generation rate.

The Senior Traffic Engineer of the Transportation Development Section will review and comment on the trip generation study. If approved, the consultant may use the new trip generation rate for the traffic study of the project with unique character. The Transportation Development Section will inform the Facilities Financing Section and the Transportation Planning Division when a new rate is approved for the studied land use.

## **APPENDICES**

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- B. PHYSICAL LAND USE PARAMETERS**
- C. DEFINITION OF LAND USE CATEGORIES  
FOR TRIP GENERATION PURPOSES**
- D. CITY'S LAND USE ZONES**

**APPENDICES A-D [NO CHANGE IN TEXT]**

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## 1.0 Introduction

This document summarizes the key guiding documents, methodologies, procedures, and policies that were established during the development of the City of San Diego's (City) Development Impact Fee Program (DIF). This document is intended to document the key points and features of the program and be used as a reference when implementing and administering the DIF program.

### 1.1 Purpose/Need

San Diego Municipal Code §142.0640 provides for the imposition and administration of development impact fees. Development impact fee (DIF) programs are generally established and utilized to provide new or expanded public capital infrastructure that is needed to serve future development. The fees are established based on a methodology and calculation derived from the cost of the public facilities needed and the nature and size of the proposed development, also known as establishing a nexus. A "rational nexus" must be established between the fee and the needs created by future development and the benefits incurred by the development. The nexus identifies a fair share- cost (or unit cost) of the needed capital infrastructure that can be allocated to individual developments based on a standard metric (e.g., project square footage, generated vehicle miles traveled (VMT), population, and/or projected employment). The fees collected through a DIF program cannot be used to improve or mitigate current needs or deficiencies, only those associated with future growth.

### 1.2 Background

In 2018 the City of San Diego (City) underwent an effort to evaluate their current DIF program in order to determine if the program still met the current standards issued by the state of California as well as was in line with current industry practices. The *Evaluation of Development Impact Fee (DIF) Methodologies Report* (Keyser Marston Associates, Inc., May 2019), included as **Exhibit A**, summarized the findings of this effort. The study found that City's previous DIF program, when compared to similar programs implemented by peer agencies, needed to be updated to better align with current best practices of the State. Additionally, with the recent adoption of Assembly Bill 602 (AB-602) the City's DIF program was no longer in line with State of California Standards. Therefore, the City of San Diego undertook an effort to completely rebuilding the structure, methodology, and implementation of their DIF program to better align the current standards of practice as well as the meet the evolving needs of their communities.

### 1.3 Relevant Documents

Several documents were developed and approved during the process of implementing the DIF program. These documents provide the methodologies, assumptions, and detailed calculations used to create the DIF program and establish a legal nexus to impose the fees on new land use development projects. A brief description of the relevant documents is provided below.

*Framework Report: February 2021*- The Framework report established the guidelines and structure in which this DIF Program was developed and outlines how the City can transition from the previous community based DIF program to this citywide DIF program. The Framework report also set forth the requirements and guidance for all of the subsequent documents that would be developed for the program, including the nexus studies for each asset class, as well as this program report. The Framework report should be referenced whenever a new DIF program document is developed or an existing document is updated, including the development of nexus studies for new asset classes.

*City of San Diego DIF Program Residential Scaling Methodology Memo: May 2019* - The Residential Scaling Methodology Memo documents the research, assumptions, and process used to develop a method which estimates the number of residents that would potentially occupy a dwelling unit based

on its size (square feet) and type (single family vs multi-family). The residential scaling methodology was developed based on a statistical analysis of the existing dwelling units within the City of San Diego. Based on this data a correlation was established between unit size (based on Assessor's Parcel Records) and the number of people per household (based on US Census data). As discussed in subsequent sections, all DIFs are imposed based on the net new population (residential or service population) that would be associated with a new land development project. Thus, this method is used by the DIF program to estimate the number of residents that would be associated with the housing units within a project.

*Citywide Parks Development Impact Fee Nexus Study: May 2021* – The Parks DIF Nexus Study establishes the maximum legal fee that can be imposed on new development to mitigate their impact on the City's Parks system. The Parks DIF Nexus Study was developed based on the Recreational Value standard that was established in the *City's Parks Master Plan – Parks for all of Us, August 2021*. The Parks DIF Nexus Study establishes a legal nexus between the requirement for park facilities within the City, and their associated cost, to the number of residents that will occupy a new development and Recreational Value score they require to meet their City's standards.

*Citywide Fire-Rescue Development Impact Fee Nexus Study:* - The Fire-Rescue DIF Nexus Study establishes the maximum legal fee that can be imposed on new development to mitigate their impact on the City's Fire-Rescue system. The Fire-Rescue Nexus Study was developed based on the current fire-rescue infrastructure within the City, the cost to maintain the current level of service provided by the City's Fire-Rescue system as growth occurs, and new growths fair-share responsibility in providing additional infrastructure in underserved areas. The Fire-Rescue DIF Nexus Study establishes a legal nexus between the coverage of Fire-Rescue services within the City and the associated cost to implement the required infrastructure to provide that coverage and further expand it in underserved areas.

*Citywide Library Development Impact Fee Nexus Study:* - The Library DIF Nexus Study establishes the maximum legal fee that can be imposed on new development to mitigate their impact on the City's Library System. The Library DIF is based on the guiding principles that were developed by the *San Diego Public Library Master Plan Framework, November 2021*, as well as key factors that were found to be statistically significant at the City's top five performing library branches. The Library DIF Nexus Study establishes a legal nexus between the need for library facilities and services within the City and the associated cost to implement the infrastructure required to continue to provide those services as growth occurs.

*Citywide Mobility Development Impact Fee Nexus Study:* -The Mobility DIF Nexus Study establishes the maximum fee that can be imposed on new development to mitigate their non-CEQA related impacts on the City's Mobility Network. The nexus study is based on the City's current and planned mobility needs, as identified through the community planning process, and assess the fair-share cost in which new development would be responsible for in implementing the City's planned infrastructure. The Mobility DIF Nexus Study establishes a legal nexus between the future need for mobility related infrastructure within the City to cost of the infrastructure that is required to meet those needs. It then determines the fair0share cost allocated to future growth based on the anticipated burden the growth will place on the City's Mobility network.

*City of San Diego Active Transportation In-Lieu Fee Nexus Study; April 2020* – The Active Transportation In-Lieu Fee (ATILF) Program is a Vehicle Miles Traveled (VMT) mitigation fee program that allows for land use development projects, located within non-VMT efficient areas, to mitigate their VMT related

impacts under CEQA. The ATILF Program Nexus Study establishes the maximum fee that can be imposed on new development to mitigate their CEQA related impacts on the City's Mobility Network through the implementation of VMT reducing infrastructure. The ATILF Nexus Study identifies and documents the relationship between the cost and effectiveness of VMT reducing Infrastructure and relates that to the VMT related impacts in which land use development will generate.

*City of San Diego Active Transportation In-Lieu Fee Calculator Tool - User Manual; May 2020* - The ATILF Calculator Tool - User Manual documents the assumptions, methodologies, and data sources that are used to calculate and impose the ATILF.

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## 2.0 Fee Program

Figure 2.1 displays a flow chart of the overall structure of the DIF Program. The following sections provide a brief description of the various components of the DIF Program's structure. The program is designed this way to give the City the flexibility to update any component of the program without needing to update the overall program structure as a whole. It should be noted that the ATILF program is considered a mitigation fee and is separate from the DIF program, as it only applied to projects that are identified to have a VMT related impact under CEQA. The DIF programs are applied unilaterally across all land use developments and are not associated with CEQA mitigation.

### 2.1 Asset Classes

As noted in Figure 2.1 the following asset classes are covered by the DIF program.

- Parks and Recreation
- Fire-Rescue
- Library
- Mobility

New asset classes can be integrated into the DIF program without any major overhauls or updates. If the City decides to incorporate a new asset class into the program, a nexus study will need to be developed based on the standards outlined in Chapter 3 of the Framework Report. The nexus study and a corresponding fee ordinance will need to be adopted by City Council. Finally, the relevant portions of Chapters 3 & 4 of this document will also need to be updated, accordingly.

### 2.2 Land Uses

The DIF program is imposed based on the number of residents and employees in which a new development is anticipated to service (service population). The total service population associated with a new development is calculated based on the type and quantity of land uses that are included within the development. The following sections outline the land use types that are required to participate in the DIF program.

#### Exempt Land Uses

The following land uses are exempt from participating in the DIF program:

- Civic Uses
- State and Federal Uses
- Military Uses
- Public Park and Recreation Facilities
- Public Schools
- Open Space and Land Preserves
- Utility facilities
- Permanent supportive housing<sup>1</sup>
- Transitional housing<sup>2</sup>

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<sup>1</sup>Permanent supportive housing is rental housing that is affordable for low-income households and includes access to voluntary supportive services.

<sup>2</sup>Transitional housing facilities offer residential accommodations for a specified period of time, mental health support and counseling services, and other support services to prepare families and individuals for independent living. Transitional housing facilities do not include drug or alcohol in-house treatment or rehabilitation facilities, work furlough or probationary residential facilities, or emergency shelters.

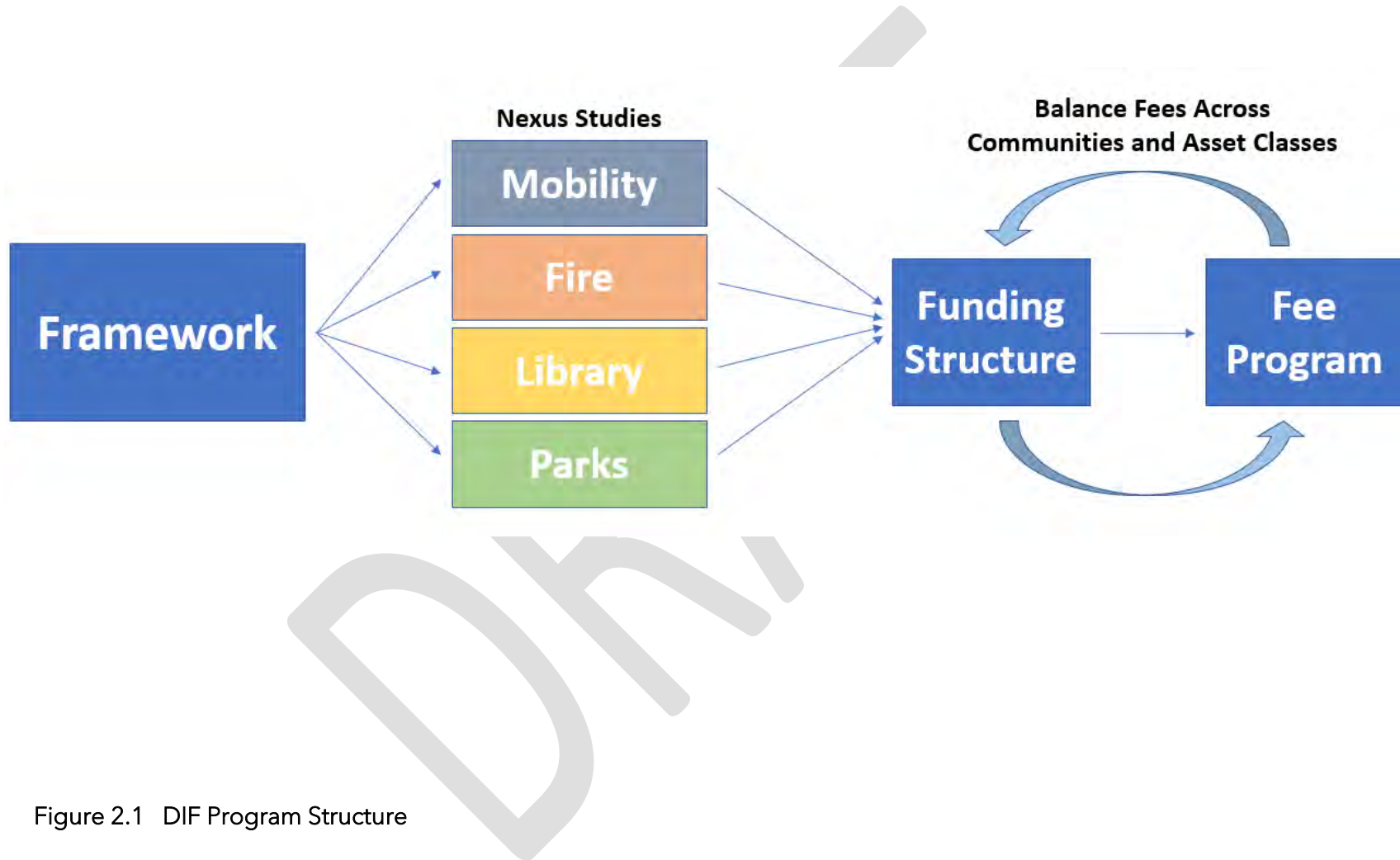


Figure 2.1 DIF Program Structure

**DIF Land Use Categories**

**Table 2.1** summarizes the land use categories that are required to participate in the DIF program. The table also identifies the metric used to impose the DIF, as well as examples of the specific uses that fall under the land use category. It should be noted that the example land uses outlined in the table do not cover all the specific land use types that could fall under the land use category. Uses that are not covered within the table and/or that are not outlined in **Exhibit B**, will need to work with the City to develop or provide substantial evidence to identify the number of residents and/or employees that would be associated with the use.

**Table 2.1 Land Uses Subject to the DIF Program**

Land Use	How Fee is Calculated	Example Uses	Notes
<b>Residential</b>	Number of residents	Single Family Multi-Family Senior Housing Group Quarters	DIF is imposed based on number of residents.  The number of residents is calculated based on the methods outlined in the <i>City of San Diego DIF Program Residential Scaling Methodology Memo; May 2019</i> .  Senior housing assumes a maximum two people per household.  Group quarters assumes one person per bed.
<b>Other Residential</b>	Number of employees	Dormitory Congregate Care Facility Single Room Occupancy Hotels	These uses are classified by the City of San Diego as commercial uses. Therefore, DIF is imposed based on number of employees.  The number of employees is calculated based on the gross building square footage and specific land use type.
<b>Educational</b>	Number of employees	Private High School Private Middle School Private Elementary School School District Office	The number of employees is calculated based on the gross building square footage and specific land use type.
<b>Industrial</b>	Number of employees	Heavy Industry Industrial Park Light Industry - General Warehousing Public Storage Scientific Research & Development	The number of employees is calculated based on the gross building square footage and specific land use type.
<b>Institutional</b>	Number of employees	Religious Facility	The number of employees is calculated based on the gross building square footage and specific land use type.

Table 2.1 Land Uses Subject to the DIF Program

Land Use	How Fee is Calculated	Example Uses	Notes
Lodging	Number of employees	Low-Rise Hotel/Motel High-Rise Hotel Resort Hotel Extended Stay Hotel	DIF is imposed based on total number of employees. Number of employees is calculated based on the average number of employees per room. Number of employees varies based on hotel type (see Appendix B).
Medical	Number of employees	Hospital - General Other Health Care Convalescent/Nursing Facility Clinic	The number of employees is calculated based on the gross building square footage and specific land use type.
Office	Number of employees	General Office Government Office/Civic Center Corporate Headquarters/Single Tenant Office Medical Office	The number of employees is calculated based on the gross building square footage and specific land use type.
Parking	Number of employees	Parking Structure / Parking Lots	DIF is only assessed to standalone commercial parking facilities.
Recreation	Number of employees	Golf Course Clubhouse Movie Theater Racquetball/Tennis/Health Club	The number of employees is calculated based on the gross building square footage and specific land use type.
Retail	Number of employees	Regional Shopping Center Community Shopping Center Neighborhood Shopping Center Specialty Commercial Arterial Commercial Service Station Fast Food Restaurant High Turnover sit-down Restaurant Quality Restaurant Supermarket Convenience Market Drugstore Discount Store/Discount Club Home Improvement Super Store Furniture Store Nursery Financial Institution Service Station Automobile Parts Sale Automobile Repair Shop Automobile Tire Store Automobile Rental Service Drinking Place/Bar Entertainment Drinking Place/Bar Entertainment Building Material & lumber store Automobile Dealership	The number of employees is calculated based on the gross building square footage and specific land use type..  Definitions for some specific uses are provided in Appendix C of the <i>San Diego Municipal Code Land Development Code Trip Generation Manual, May 2003</i> .

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### 2.3 Administrative Costs

The DIF program should be self-sustaining. Therefore, five percent (5%) administrative fee is extracted across all asset classes. All moneys collected for administrative costs are collected, accounted, and allocated in single administration fund (which incorporates all asset classes) that is separate from the other fee accounts. The moneys derived from the administrative should be allocated towards the following:

- Program development / expansion
- Program maintenance
- Program administration
- Subsequent program updates

The administration fund should be reviewed annually by staff. The fund balance should not be greater than 1-years work of typical operating costs. Any excess should be reprogrammed to the DIF program. Such analysis can consist of an evaluation of the current market conditions and priorities affecting the City (i.e. housing crisis) as well as conducting an economic analysis of the financial effects of the fee on development.

### 2.4 Plan Based vs Standards Based Fee Programs

The DIF program for each asset class was derived based on one of the following two methodologies: (1) a list of specific projects identified and adopted through planning documents, such as community plans, specific plans, or master plans ("plan" based approach), or (2) a range of permissible project types and/or infrastructure improvements that would be needed to meet a defined standard ("standards" based approach). The following sub-sections outline the asset classes that fall under each program type.

#### Standards Based DIF Programs

The Fire-Rescue, Library, and Parks DIF programs are all based on the infrastructure cost that is required to maintain the City's level or service standards with growth in service population (or residential population for Parks) that is associated with a land development project. Therefore, these programs were developed on a standards basis. Since the "standards" based approach only focuses on the facilities in which a new development will need to implement to achieve the identified standard for the associated asset class, it does not need to take existing needs into account at all. Therefore, existing deficiencies are not anticipated to be an issue, or need to be accounted for under "standards" based approach.

#### Plan Based Approach

Level of service based standards for Mobility based facilities are very difficult to apply at a program level for individual land use projects. Therefore, the Mobility DIF was developed based on the pending transportation related improvements identified within the City's various community plans, public facilities financing plans (PFFP) / Impact fee studies (IFS), the City's Bicycle Master Plan, the City's Climate Action Plan (CAP), and the City's Traffic Signal Communications Master Plan. Therefore, the Mobility DIF was developed based on a "plan" based approach. The infrastructure, or the portion of the infrastructure, within these plans that was identified to be needed to alleviate existing deficiencies was removed from the program. Thus, land use development will only be responsible for its fair-share of the improvement cost.

## 3.0 Fee Structure

### 3.1 Full Cost vs. Partial Cost Recovery

The nexus studies determine the fee rates the City needs to collect to fully develop the capital infrastructure needed to accommodate future growth. This is what is known as a fully cost recoverable program, in which the costs needed to build future infrastructure are fully accounted for by future development. However, the City is not required to collect this full amount and can opt to underfund the infrastructure or fund it through other means.

### 3.2 Fee Rates – By Asset Class

Table 3.1 summarizes the legal maximum fee rate that can be charged for each asset class, as established by their respective nexus study, as well as the fee rate in which the City elects to charge. It should be noted that the fee rates displayed within the table are their adopted rates in 2022 dollars (2020 dollars for the ATILF). As documented in Section 5.1, an annual fee increase is applied to these rates to account for inflation and the increase in cost of construction materials. Therefore, the rates in the table may not reflect the current rates that are being imposed.

Table 3.1 Adopted Fee Rates

Asset Class	Maximum Fee Rate	Implemented Fee Rate
Parks and Recreation	\$8,047.00 per Resident	\$5,290.92 per Resident
Fire-Rescue	\$356.19 per Resident or Employee \$111.62 per Resident or Employee in Underserved Areas	\$356.19 per Resident or Employee \$111.62 per Resident or Employee in Underserved Areas
Library	\$904.65 per Resident or Employee	\$904.65 per Resident or Employee
Mobility	\$1,754.00 per Resident or Employee	\$1,754.00 per Resident or Employee
Active Transportation In-Lieu Fee	\$1,400 per vehicle mile needed to be reduced	\$1,400 per vehicle mile needed to be reduced

### 3.3 CIP

With the passage of AB 602, beginning January 1, 2022, large jurisdictions (including the City) are required to adopt a capital improvement plan (CIP) as part of their nexus study (California Government Code §66016.5(a)(6)). Therefore, the City-defined CIP projects must be developed and implemented in a manner consistent with the improvement types, and relative proportions thereof, identified within the nexus study of each asset class.

## 4.0 Program Implementation

### 4.1 Fee Calculation

The following sub-sections outline the methods in which the DIF is calculated. It should be noted that these sections do not directly apply to the ATILF program. The methods and details for calculating the ATILF are provided in Section 2.3 of the *City of San Diego Active Transportation In Lieu Fee Calculator Tool – User Manual, May 2020*.

#### Metrics in which DIFs are Imposed

The DIF is imposed on all land use development projects anticipated to increase the overall population or service population of the City of San Diego, excluding the land uses outlined in Section 2.2. **Table 4.1** identifies the metrics in which the different DIF programs are imposed on.

**Table 4.1 Metrics in which DIFs are Imposed (Number of Residents & Employees)**

Type	Subject to Fee Program			
	Parks	Fire-Rescue	Library	Mobility
Fees Imposed Per Resident	X	X	X	X
Fees Imposed Per Employee		X	X	X

As outlined in the table, the Parks DIF is only imposed on land development projects that are anticipated to increase in residential population, while the other three DIF programs are imposed based on the anticipated increase in total service population (residents plus employees).

#### Calculating the Service Population Associated with a Land Development Project

As noted previously, a project's service population is made up of the total number of residents and/or total number of employees that will be served by the project. The DIF program uses the following methods to calculate the service population that would be associated with a land use development project:

*Residents* – The number of residents associated with a land development project is determined based on the methods outlined in the *City of San Diego DIF Program Residential Scaling Methodology Memo; May 2019*. As noted in Table 2.1, the number of residents within senior housing units is determined based on the multi-family formulas in the Residential Scaling Methodology Memo, but has a cap of two people per unit. One person per bed is assumed for group quarters. For quick calculations, the number of residents assumed per each dwelling unit type, by size of unit, are provided in **Exhibit C**.

*Employees* – The number of employees associated with a land development project is determined based on the employee per 1,000 SF standards the City has established, which is included in **Exhibit B**.

## 4.2 Fee Collection

All DIFs are collected prior to final inspection and before building occupancy.

### Fee Deferral

As noted above, all DIFs are collected prior to final inspection. This is the last point in during the permitting process in which fees can be collected. Therefore; it is not possible to defer the payment of fees any further point in the development process.

### RTCIP Fee

The RTCIP is collected as part of the Mobility DIF program. The RTCIP fee of \$2,635.5 per dwelling unit (2022 dollars) is extracted from the overall Mobility DIF at the time of collection and allocated into a separate fund.

### Projects are subject to DIF at Build Out vs Frame and Foundation

In the case of phased developments that include a building permit for frame and foundation, core and shell and build out, the DIF will be paid prior to final inspection for the build out phase of the project.

## 4.3 Fee Discounts

The Parks DIF is currently the only program that allows discounts based on project location, type, and construction. **Table 4.2** outlined the discounts in which residential development projects are eligible to seek under City Council Resolution# R-313688.

Table 4.2 Eligible Discounts for Parks DIF Program

Criteria	Discount
Located within a Transit Priority Area	25% discount
55 Year covenant-restricted affordable dwelling unit at 80% of the area median income (AMI) of below. <sup>1</sup>	25% discount (only applied to the affordable units, not the project as a whole).
55 Year covenant-restricted affordable dwelling unit at 81% to 120% of the AMI. <sup>1</sup>	20% discount (only applied to the affordable units, not the project as a whole).
Any building that is certified as LEED Platinum or a Living Building Challenge Building.	5% discount
In accordance with San Diego Municipal Code Section 145.4004 (Tier I-Accessible Dwelling Unit) or Section 145.4005 (Tier II-Visitable Unit)	2.5% discount (only applied to the affordable units, not the project as a whole).
Total Discounts	Total combination of discounts cannot exceed 50%

Note:

<sup>1</sup>A Recorded Affordable Housing Agreement is required if the development project is providing on-site covenant restricted affordable housing units.

It should be noted that the reduction in DIF collections associated with the discounts outlined in the table can only be made up through other revenue sources, such as grants and the City's general fund. As outlined within the Mitigation Fee Act, the additional burden in Parks funding associated with the program's discounts cannot be spread to other developments.



**Fee Exemptions**

As outlined in the *RTCIP Impact Fee Nexus Study, September 5, 2006*, and confirmed in the *City of San Diego Regional Transportation Congestion Improvement Program (RTCIP) Funding Program, July 2022*, affordable housing units are exempt from paying the RTCIP fee. Therefore, the RTCIP Fee amount of \$2,635.5 per dwelling unit (2022 dollars) is removed from a projects Mobility DIF for each affordable unit being provided. In order to be exempt from payment of the City RTCIP Fee at the time of final inspection, each unit must meet the definition of affordable housing as defined in Section 7(A) of the RTCIP funding program, and developer must provide a recorded copy of an affordable housing agreement.

**Demolition Procedures**

Complete demolition of an existing structure may reduce the burden on the City's infrastructure. Therefore, a project is eligible for demolition credit towards the DIF program. Demolition/Removal Permit is required for the complete demolition and/or removal of any structure (see SDMC Section 129.0503 for Demolition/Removal Permit Exemptions). Concurrently, upon the review of the plans, the demolition credit is determined for the existing use by the type (residential or non-residential), square footage, land use, population, and employment of the development for the building permit being issued.

**4.4 Changes of Use Procedures**

A change in land use for an existing structure may create a new impact to the City's infrastructure. Therefore, building plans submitted for a building permit are required to be reviewed to identify if the potential change would be subject to the DIF. Upon the review of the plans, the DIF rate is determined for the proposed new use based on the anticipated increase in residents (Parks DIF) or service population (all other DIF programs) that would result from the change in uses. If there is a higher development impact and fee determined comparing the new proposed use vs the existing use, the net difference between the two fees is imposed.

## 5.0 Program Administration

This section provides direction on the administration of the DIF program including how and when the program should be expanded or updated, annual cost increases and program reporting.

### 5.1 Annual Cost Increases

The DIF rates are to be indexed annually in order to keep up with future increases in the cost of construction. Indexing the DIF rates annually to the published March-to-March change in the “Los Angeles Construction Cost Index” (LACCI), as compiled and reported by Engineering News Record, is reasonable and appropriate for cost escalation purposes. The annual increase for the Mobility DIF should be no less than the annual increase in which SANDAG adopts for the RTCIP fee. New fee rates, on at least the cost index escalation rate, for the following fiscal year should be published on June 1 and implemented on July 1 of each year.

### 5.2 Program Updates

The DIF Program should be updated if one or more of the following events occur:

- Every eight years (per AB 602)
- It is determined a new asset class should be included in the program
- It is determined an existing asset class should be removed from the program
- One or more of the policies in which the Nexus Studies are based on are changed or removed from the City’s General Plan or other citywide policy documents
- Changes or updates to the Mitigation Fee Act
- When the impact criteria have been redefined by statute or other means
- If it is determined that the construction costs assumed in any or all the nexus studies no longer reflect the actual cost to construct the needed facilities (the costs of either exceeded or fallen behind the indexed rates).

Updates or changes to the any of the DIF program nexus studies will require going through the City’s approval process, including City Council adoption. Updates to the Framework Report and this Fee Program document can generally be done administratively. However, it is recommended that changes to these documents be presented to the Active Transportation and Infrastructure Committee as an informational item.

### 5.3 Program Reporting

As per Section 65940.1 of the Government Code, the City must maintain and update the following items on their website.

- A current schedule of fees, exactions, and affordability requirements imposed by the DIF program.
- All zoning ordinances and development standards adopted by the city presenting the information, which shall specify the zoning, design, and development standards that apply to each parcel.
- A list that specifies the information that will be required from any applicant for a development project.
- The current and five previous annual fee reports or the current and five previous annual financial reports<sup>3</sup>

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<sup>3</sup>Pursuant to subdivision (b) of Section 66006 of the Government Code and subdivision (d) of Section 66013 of the government code.

- fee nexus studies, cost of service studies, or equivalent, conducted by that city, on or after January 1, 2018.

The City shall update the information listed above within 30 days of any changes.

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**Exhibit A**  
**Evaluation of Development Impact Fee (DIF) Methodologies Report (see attached)**

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**Exhibit B**  
**Employee Densities****Table B.1**  
**Employees Per Thousand Square Feet (KSF) of Floor Area**

Type	Land Use	Employees Per KSF
Housing and Care Facilities	Dormitory	2.00
	Monastery	0.59
	Correctional Alternative Facility	2.00
	Other Group Quarters Facility	1.11
	Retirement/Senior Citizen Housing	0.95
	Congregate Care Facility	2.86
Lodging	Hotel (Low-Rise) (Motel)	0.54
	Hotel (High-Rise)	0.74
	Resort	1.82
	Extended Stay Hotel	0.54
Industrial	Heavy Industry	4.00
	Industrial Park	0.95
	Light Industry - General	0.83
	Warehousing	0.65
	Public Storage	0.07
	Scientific Research and Development	1.05
	Extractive Industry	6.67
Transportation	Rail Station/Transit Center	2.22
	Communications and Utilities	1.43
	Other Transportation	2.22
	Marine Terminal	2.50
Commercial	Wholesale Trade	1.25
	Regional Shopping Center (300,000 SF or more)	1.33
	Community Shopping Center (100,000 SF or more)	2.00
	Neighborhood Shopping Center (30,000 SF or more)	1.82
	Specialty Commercial (Seaport Village - Tourist)	2.00
	Arterial Commercial	1.43
	Service Station	3.33
	Restaurant (Fast Food with or without drive-through)	6.67
	Restaurant (High Turnover sit-down)	4.00
	Restaurant (Quality)	4.00
	Supermarket (Stand-alone)	4.00
	Convenience Market Chain (Open Up to 16 Hours Per Day)	1.54
	Convenience Market Chain (Open 24 Hours)	3.33
	Drugstore (Stand-alone)	2.22
Discount Store/Discount Club	2.00	

**Table B.1**  
**Employees Per Thousand Square Feet (KSF) of Floor Area**

Type	Land Use	Employees Per KSF
Commercial (Continued)	Home Improvement Super Store	2.22
	Furniture Store	0.74
	Nursery	4.00
	Financial Institution (without a drive-through)	3.33
	Financial Institution (with a drive-through)	1.82
	Service Station (with food mart)	3.33
	Service Station (with automated carwash)	2.22
	Service Station (with food mart and automated carwash)	6.67
	Automobile Parts Sale	1.11
	Automobile Repair Shop	1.11
	Automobile Tire Store	2.00
	Money Exchange	2.00
	Mex Insurance - Auto Insurance	10.00
	Automobile Rental Service	2.00
	Drinking Place/Bar Entertainment (Night Only)	6.67
	Drinking Place/Bar Entertainment (Night and Day)	3.33
	Building Material and lumber store (less or equal to 30,000 SF)	2.00
	Office	Office (High-Rise - greater than 100,000 SF)
Office (Low-Rise -less than 100,000)		5.00
CC Office - High Rise (greater than 100 ksf)		2.50
CC Office - Low Rise (less than 100 ksf)		4.00
Government Office/Civic Center		5.00
CC Government Office/Civic Center		5.00
Corporate Headquarters/Single Tenant Office		5.00
CC Corporate Headquarters/Single Tenant Office		4.00
Medical Office		2.50
CC Medical Office		2.50
Institutional	Religious Facility (without day care)	0.37
	Library	1.82
	Fire/Police Station	5.00
	Other Public Services	0.77
	Post Office Distribution (central/walk-in only)	2.86
	Post Office Community (without mail drop lane)	2.22
	Post Office (with mail drop lane)	5.00
	Religious Facility (with day care)	0.38
	Public/Community Meeting Room Facility (Other Public Services)	0.23

**Table B.1**  
**Employees Per Thousand Square Feet (KSF) of Floor Area**

Type	Land Use	Employees Per KSF
Medical Facility	Hospital - General	2.22
	Other Health Care	2.50
	Convalescent/Nursing Facility	2.50
	Clinic	2.50
Education	Senior High School	1.54
	Junior High School or Middle School	1.43
	Elementary School	1.43
	School District Office	5.00
	Other School	1.54
Recreation	Golf Course Clubhouse	4.00
	Movie Theater	1.54
	Racquetball/Tennis/Health Club	1.00

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## Exhibit C

### Residents per Household – Based on Unit Size

**Table C.1**  
**Number of Residents Per Unit (Single Family)**

Unit Size (SF)	Average Number of Residents Per Unit
2,501 <	3.40
2451 - 2500	3.37
2,401 - 2,450	3.33
2,351 - 2,400	3.30
2,301 - 2,350	3.26
2,251 - 2,300	3.20
2,201 - 2,250	3.16
2,151 - 2,200	3.13
2,101 - 2,150	3.09
2,051 - 2,100	3.06
2,001 - 2,050	2.99
1,951 - 2,000	2.96
1,901 - 1,950	2.92
1,851 - 1,900	2.89
1,801 - 1,850	2.82
1,751 - 1,800	2.79
1,701 - 1,750	2.75
1,651 - 1,700	2.72
1,601 - 1,650	2.69
1,551 - 1,600	2.62
1,501 - 1,550	2.58
1,451 - 1,500	2.55
1,401 - 1,450	2.52
1,351 - 1,400	2.45
1,301 - 1,350	2.41
1,251 - 1,300	2.38
1,201 - 1,250	2.35
1,151 - 1,200	2.28
1,101 - 1,150	2.24
1,051 - 1,100	2.21
1,001 - 1,050	2.18
> 1,000	2.14



**Table C.2**  
**Number of Residents Per Unit (Multi-Family)**

Unit Size (SF)	Average Number of Residents Per Unit
1,301 <	2.64
1,251 - 1,300	2.61
1,201 - 1,250	2.56
1,151 - 1,200	2.48
1,101 - 1,150	2.43
1,051 - 1,100	2.38
1,001 - 1,050	2.30
951 - 1,000	2.24
901 - 950	2.19
851 - 900	2.11
801 - 850	2.06
751 - 800	2.01
701 - 750	1.93
651 - 700	1.87
601 - 650	1.82
551 - 600	1.74
501 - 550	1.69
< 500	1.66

**Table C.3**  
**Number of Residents Per Unit (Senior Housing)**

Unit Size (SF)	Average Number of Residents Per Unit
701 <	2.00
651 - 700	1.93
601 - 650	1.87
551 - 600	1.81
501 - 550	1.74
< 500	1.68