[DATE]

Metropolitan Transportation Commission (MTC)

Bay Area Metro Center

375 Beale Street, Suite 800

San Francisco, CA 94105

Re: Acknowledging [NAME OF JURISDICTION’S OR PROJECT SPONSOR’S (IF STOP/STATION LOCATIONS ARE NOT KNOWN)] Compliance with MTC’s Transit-Oriented Communities (TOC) Policy will be a Condition for Future Awards or Allocation Requests for [NAME OF TRANSIT EXTENSION PROJECT(S)]

Dear [MTC CHAIR] and Commissioners,

The [NAME OF JURISDICTION] would like to thank MTC staff for recommending [DOLLAR AMOUNT] from [NAME OF FUND SOURCE] to the [NAME OF TRANSIT EXTENSION PROJECT(S)].

A future stop or station of the [NAME OF TRANSIT EXTENSION PROJECT] is expected to be located in [NAME OF JURISDICTION]. Consistent with the requirements of MTC’s TOC Policy ([MTC Resolution 4530](https://mtc.ca.gov/digital-library/5023449-mtc-resolution-number-4530-transit-oriented-communities-policy)), the [NAME OF JURISDICTION] acknowledges that future allocations of regional discretionary funding by MTC to the [NAME OF TRANSIT EXTENSION PROJECT(S)] will be subject to [NAME OF JURISDICTION’S] compliance with the TOC Policy.

Sincerely,

[MAYOR OR CITY MANAGER]

***RESOLUTION NO. [XX-XX]***

***Resolution Of The [GOVERNING BODY—I.E., “CITY COUNCIL”] Of [NAME OF JURISDICTION] Acknowledging That Future Allocations of Regional Discretionary Funding To The [NAME OF TRANSIT EXTENSION PROJECT] Will Be Subject To Compliance With The Metropolitan Transportation Commission’s (MTC's) Transit-Oriented Communities (TOC) Policy***

***WHEREAS,*** MTC adopted Resolution 4530, the TOC Policy; and

***WHEREAS,*** the TOC Policy incentivizes local jurisdictions to plan and zone for higher residential and commercial densities in areas within one half-mile of existing and planned fixed-guideway transit stops and stations to support the region’s transit investments and implement key GHG reduction strategies from Plan Bay Area 2050; and

***WHEREAS***, incentivizing local jurisdictions to also adopt policies focused on increasing housing production of all types, particularly affordable housing production, preservation and protection, commercial anti-displacement and stabilization, parking management, and transit station access and circulation further supports regional transit investments and Plan Bay Area 2050 implementation; and

***WHEREAS***, MTC conditions the allocation of regional discretionary funding for fixed-guideway transit extension projects on compliance with the TOC Policy; and

***WHEREAS***, the TOC Policy establishes different compliance expectations for fixed-guideway transit extension projects based on the project’s delivery stage; and

***WHEREAS***, [NAME OF AGENCY SPONSORING/IMPLEMENTING TRANSIT PROJECT] has submitted/will submit to MTC a request for [DOLLAR AMOUNT] from [NAME OF FUND SOURCE] for the [NAME OF TRANSIT EXTENSION PROJECT]; and

***WHEREAS***, a future stop or station of the [NAME OF TRANSIT EXTENSION PROJECT] is expected to be located in [NAME OF JURISDICTION]; and

***WHEREAS***, a fixed-guideway transit extensionproject in the Project Development/Environmental Review stage must obtain from any jurisdiction where a future stop or station will be located an acknowledgement that future allocations of regional discretionary funding by MTC for the transit extension project will be subject to compliance with the TOC Policy in order for the project to receive regional discretionary funding from MTC, now, therefore, be it

***RESOLVED,*** that [GOVERNING BODY] acknowledges that future allocations of regional discretionary funding by MTC for the [NAME OF TRANSIT EXTENSION PROJECT] will be subject to [NAME OF JURISDICTION’S] compliance with the TOC Policy.