

C/CAG TDM POLICY IMPLEMENTATION

PRESENTATION TO SAN MATEO COUNTY AREA STAFF

Prepared for the San Mateo County Association of Governments (C/CAG)

March 24, 2022



Presented by
Advanced Mobility Group

Agenda

- ▶ **Welcome**

Susy Kalkin, C/CAG

- ▶ **TDM Policy Overview**

James Hinkamp, AMG

- ▶ **Policy Implementation**

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 - ▶ *Who is Affected?*

 - ▶ *Process Summary*

 - ▶ *TDM Checklist Demo*

 - ▶ *Monitoring & Reporting*

- ▶ **Q&A**

- ▶ **Next Steps**

Susy Kalkin, C/CAG

Before We Proceed...

- ▶ Attendees will be muted until the scheduled Q&A session after the core presentation
- ▶ You can use the chat box function to submit written questions during the presentation
- ▶ Supplemental policy documents and a recording of this workshop will be available at the C/CAG TDM website: <https://ccagtdm.org>

The background of the slide is a photograph of a bicycle lane, showing the lower legs and feet of cyclists on a paved path. The image is overlaid with a semi-transparent green filter. In the bottom right corner, there are several white diagonal lines of varying lengths.

TDM POLICY OVERVIEW

Purpose of the TDM Policy

The primary purpose of the TDM Policy is to mitigate adverse traffic impacts on the CMP Network stemming from land development. Formally, it is **Chapter 6: Land Impact Analysis Program** within the [San Mateo County Congestion Management Program \(CMP\)](#).

Effective January 1, 2022, the TDM Policy introduces a new minimum project-related traffic impact threshold that must be reported to C/CAG. The new threshold is 100 Average Daily Trips (ADT) at a given project site. Some jurisdictions may be exempted from this reporting requirement*. The objective is an emphasis on moving more people and de-emphasis of single-occupancy vehicle travel.

More details about policy exemption follow in this presentation and can also be found in the **Implementation Guide, which is available on the "About" page at <https://ccagtdm.org>.*

The background of the slide is a photograph of a bicycle lane, showing the lower legs and feet of cyclists on a paved path. The entire image is overlaid with a semi-transparent green color. In the bottom right corner, there are three white diagonal lines.

TDM POLICY IMPLEMENTATION

Who is Affected?

- ▶ All member jurisdictions must report to C/CAG new development applications with ≥ 100 ADT unless exempted (*details below*).
- ▶ Reporting of new development applications with ≥ 100 ADT occurs with submittal of **TDM Checklist** for the subject project.
- ▶ How does a jurisdiction become exempt from using the TDM Policy (and Checklist process)?
 - ▶ Submit formal letter request to C/CAG with supporting documentation that local TDM program will mitigate travel demand on the CMP Network equal to, or more than, the C/CAG TDM Policy trip reduction goals (*see **Policy Approach** document for quantified goals*).
 - ▶ The exemption request needs to be supported by evidence that the local requirements meet or exceed the trip reduction targets for all project types that are covered by the TDM Policy.
 - ▶ Even if exempted, local jurisdictions are still asked to report new development applications ≥ 100 ADT to C/CAG

Process Summary

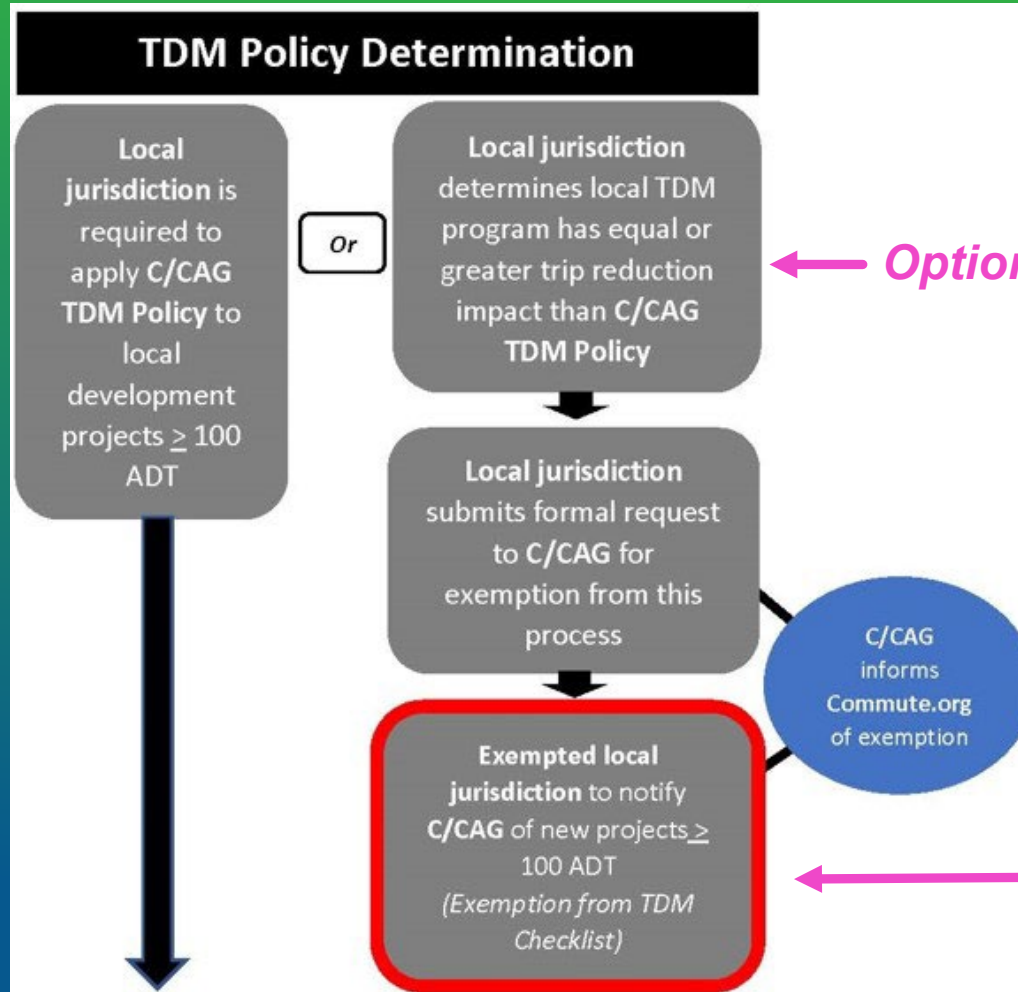
- ▶ Local jurisdictions ***that are not exempt*** from the Policy must apply the TDM Checklist to new development applications with ≥ 100 Average Daily Trips (ADT)
- ▶ The process for doing so follows on the subsequent slides, which display information taken directly from the Process Flowchart in the *Implementation Guide*.

Process Flow Chart

Part 1

Option 1 →

← *Option 2*



Exemption from C/CAG TDM Policy is an exemption from Checklist process.

Even if exempt, however, local jurisdiction must still notify C/CAG if project estimates > 100 ADT

Process Flow Chart

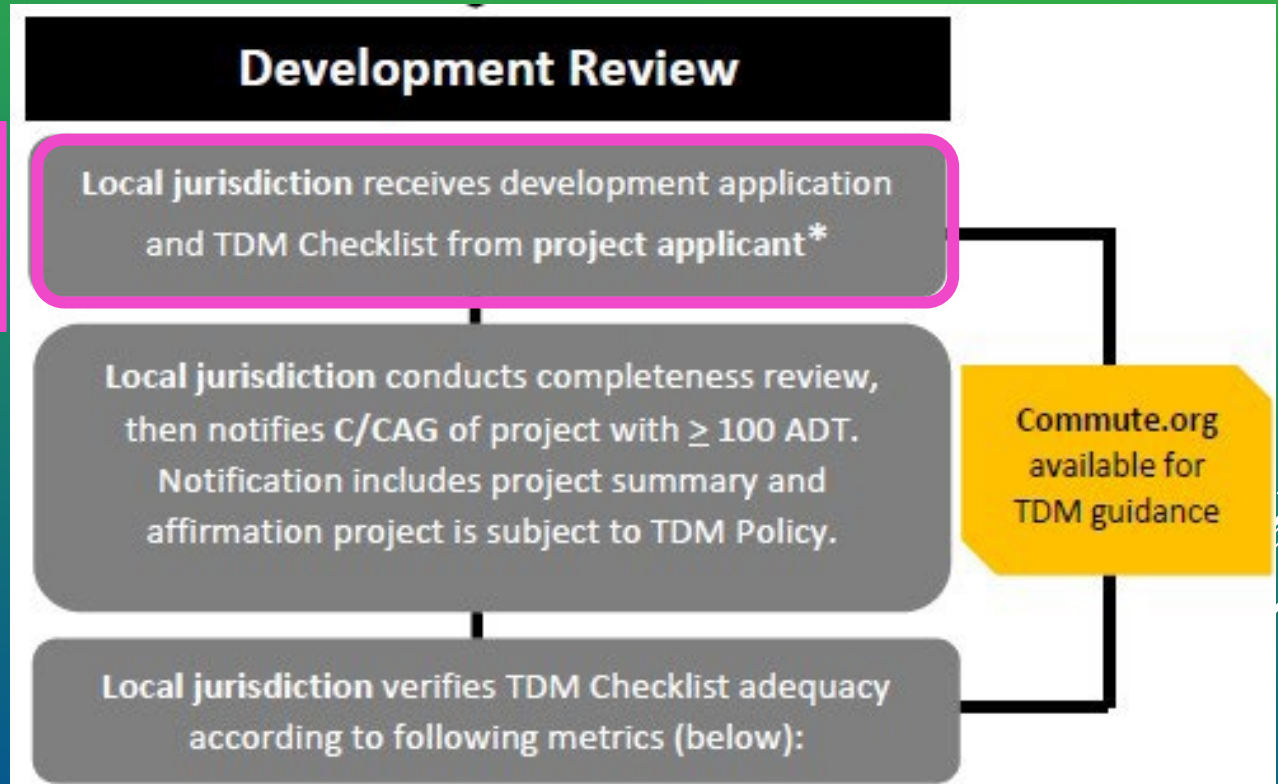
Part 2



Process Flow Chart

Part 3

Asterisk refers to exemption for single-family residential projects.*



Process Flow Chart

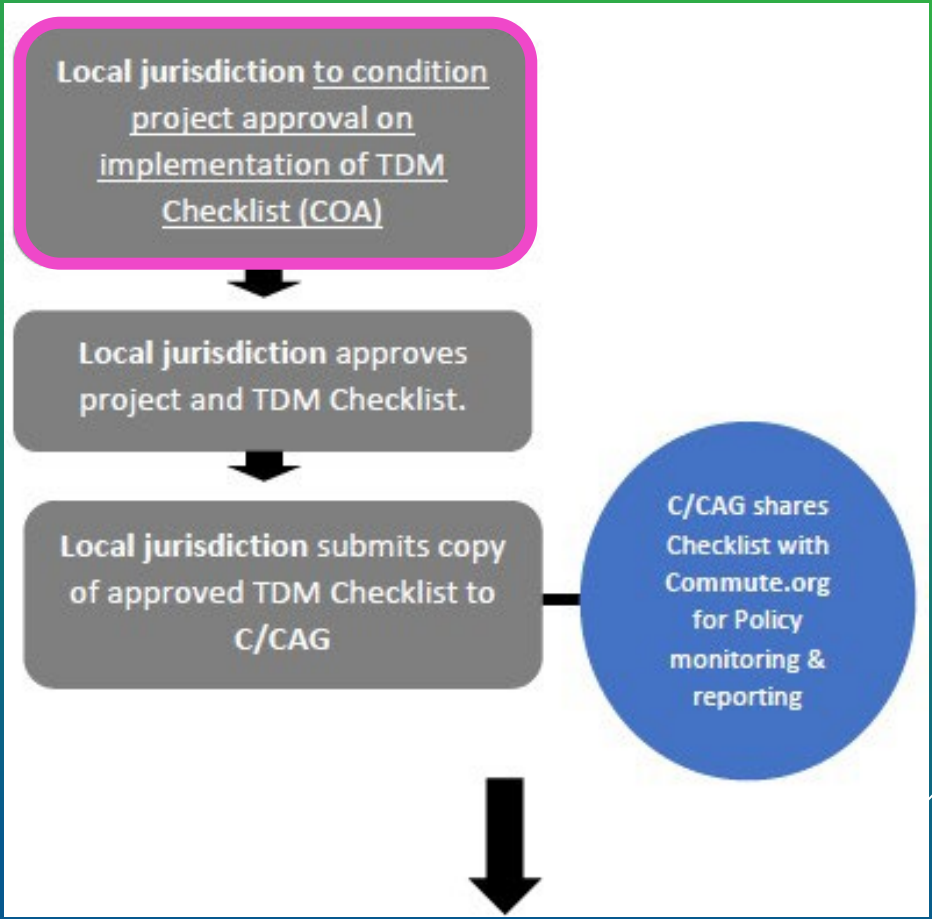
	Small Projects	Large Projects
Non-Residential: Office, Industrial, and Institutional	100 – 499 ADT (10,000 – 49,999 sq. ft.)	500+ ADT (50,000+ sq. ft.)
Non-Residential: Medical & Lodging	100 – 499 ADT (10,000 – 49,999 sq. ft.)	500+ ADT (50,000+ sq. ft.)
Non-Residential: Retail	100 – 499 ADT (30-99 employees)	500+ ADT (100+ employees)
Residential: Multi-Family	100 – 499 ADT (20 - 49 units)	500+ ADT (50+ units)

▶ ADT calculations may be presented in form of a Traffic Impact Analysis/Study (TIA/S). Ultimately, reporting format is subject to local development review requirements, which may include other report types.

▶ The TDM Policy permits choice of methodology to calculate ADT. Example guidance include ITE Trip Generation Handbook, US EPA Mixed-Use, and SANDAG Smart Growth trip analysis guidance. There are numerous others as well. More information is available in the *Policy Approach* document and the *Implementation Guide* – both available at the CCAG TDM website.

Process Flow Chart

Part 4



TDM Checklist Demo

TDM Checklist Example (video tutorial on next slide)

TDM Checklists

Land Use	Details	Form
Residential (Multi-Family): Large Project	500+ ADT; ~50+ Units	Download
Residential (Multi-Family): Small Project	100-499 ADT; ~20-49 Units	Download
Non-Residential (Office, Industrial, Institutional): Large Project	500+ ADT; ~50,000+ sq ft	Download
Non-Residential (Office, Industrial, Institutional): Small Project	100-499 ADT; ~10,000-49,999 sq ft	Download
Medical & Lodging: Large Project	500+ ADT; ~50,000+ sq ft	Download
Medical & Lodging: Small Project	100-499 ADT; ~10,000-49,999 sq ft	Download
Retail: Large Project	500+ ADT; ~100+ FTE	Download
Retail: Small Project	100-499 ADT; ~30-99 FTE	Download

[View Submission Instructions](#)

TDM Checklist Recap

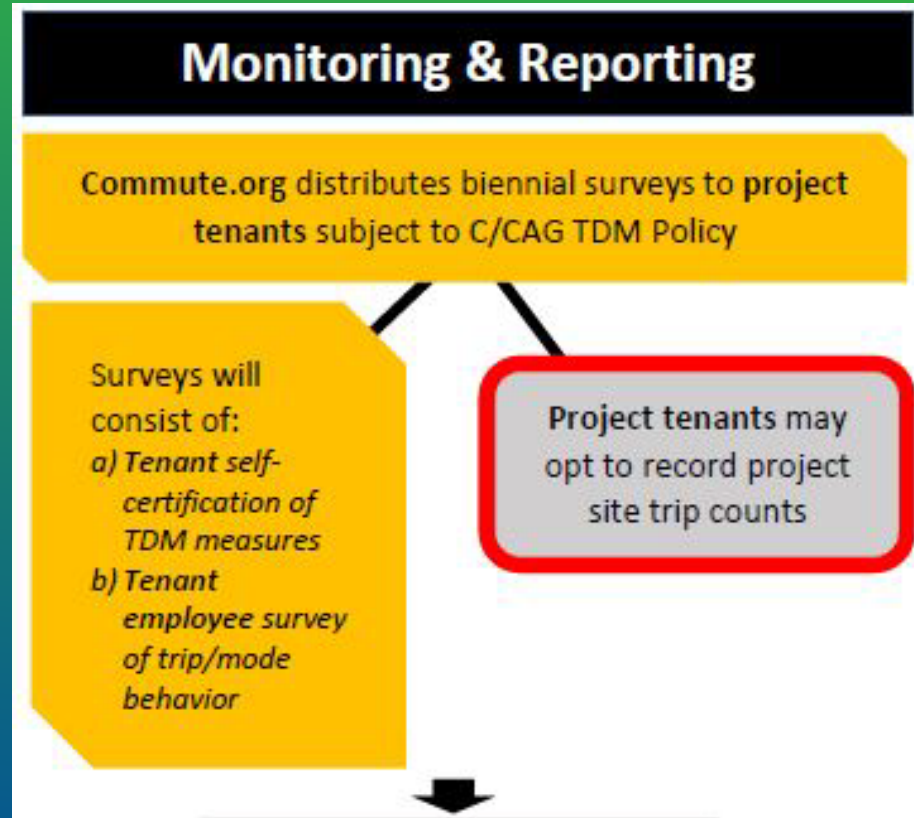
- ▶ Commute.org will be a partner to C/CAG and available for Checklist assistance to local jurisdictions and/or development applicants
- ▶ The adopted policy assumes local jurisdictions will require selected TDM measures as Conditions of Approval (COAs) for development and occupancy
- ▶ Single-family residential projects are automatically exempted from the TDM Policy

Monitoring & Reporting

- ▶ C/CAG recognizes stakeholder concerns regarding local staff and funding resources to continually monitor TDM implementation at new developments
- ▶ However, because TDM Checklists are to be adopted as COAs, municipalities will need to help ensure that the selected measures are being implemented. Applicants will not be penalized for not meeting trip reduction targets, but need to be held accountable for implementing agreed-to measures.
- ▶ Implementation will be a collaboration between project applicants/tenants, local jurisdiction, Commute.org, & C/CAG
- ▶ Commute.org will biennially survey project tenants and employees regarding status of TDM measures conditioned by the local jurisdiction during development review
- ▶ Encourage reference to the Process Flowchart in the *Implementation Guide* (continued on next slides).

Process Flow Chart

Part 5



Process Flow Chart

Part 6

Only if necessary.

This is non-punitive.

Emphasis is on collaborative resolution.

Project tenants return completed surveys and/or trip count data to Commute.org

Commute.org records & analyzes survey responses

Commute.org follows up with tenants reporting incomplete TDM measures or SOV mode share > SMC CMP goals

Local jurisdiction assists follow up and enforcement of TDM COAs

Commute.org offers TDM implementation guidance

C/CAG and/or Commute.org maintains countywide TDM database

Monitoring & Reporting (continued)

▶ What the new monitoring process DOES:

- ▶ Encourages TDM implementation countywide
- ▶ Reduces SOV trips and progress towards transportation system modal balance, particularly on CMP Network
- ▶ Helps achieve local and regional transportation and climate-related goals and mandates
- ▶ Standardizes development-related trip data collection to inform future policy decisions
- ▶ Promotes collaboration with local jurisdictions to support the C/CAG TDM Policy

▶ What the new monitoring process DOES NOT DO:

- ▶ Levy fines on non-compliant or partially-compliant entities
- ▶ Does not rely on/anticipate a significant investment of local jurisdiction staff time

Q & A

THANK YOU

Visit <https://ccagtdm.org> for related documents and a link to this presentation



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