

Recommendation for Revisions to TMP Requirements

September 14, 2016

ATTACHMENT 2

New buildings in certain use categories and exceeding certain size thresholds are subject to City requirements to develop and implement a Transportation Management Program (TMP). The purpose of the TMP requirement is to mitigate the ongoing impact of a building on the transportation system by reducing daily commute trips. Current City code requirements for TMPs were adopted in 1995 and are specified in BCC 14.60.070 (which applies to development citywide) and 14.60.080 (which applies to office buildings in Downtown); specific requirements vary by building use and size. City staff and the Transportation Commission recommend the following six changes to current City code requirements for TMPs. These recommendations for revisions are informed by the various analyses and public engagements conducted by staff and the Transportation Commission in spring and summer 2016.

	Current code requirement	Recommended revision	Discussion
1	<p>Current code includes a few elements that are dated and/or not working. Elements identified to date are:</p> <ul style="list-style-type: none">• Requirement to post information at individual tenant spaces in Downtown Bellevue office buildings.• Enforcement provisions. <p>(*See also item 2 below regarding performance goal.)</p>	<p>Fix elements that are dated and/or not working:</p> <ul style="list-style-type: none">• Remove requirement for posting information regarding transit and ridesharing in individual tenant spaces• Enhance/revise enforcement provisions, using the Commute Trip Reduction code requirements (which were updated in 2008) as a model.	<p>Current code requires posting transit and ridesharing information in workspaces of individual tenants with 50 or more employees at affected Office buildings in Downtown. (This is in addition to required posting of information in building lobbies/common areas). This provision is difficult to monitor and, arguably, is less important than in years past, given access to relevant information on the internet.</p> <p>Enforcement provisions are unclear for parts of the current code (BCC 14.60.070) and difficult to utilize for others (BCC 14.60.080, which specifies Downtown Office buildings that consistently fail to meet their performance goal post an assurance bond, at a level that meets the financial incentives included in the remedial action plan developed by the building to address the shortfall in performance). Staff are not aware of the current enforcement provision for 14.60.080 ever being used; it does not provide a viable approach to engaging building managers and securing their cooperation in developing a more effective building trip reduction program. Furthermore, it holds them accountable for outcomes over which they have only limited influence.</p>

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			The proposed revised approach, following the CTR program model (BCC 14.40.110) holds affected employers responsible for making a “good faith effort” to develop effective CTR programs at their worksites; failure to meet a performance goal is not a violation per se. Employers who are in violation of program requirements are subject to a penalty of up to \$250 per day. Staff have found that making reference to this potential penalty has proven effective at gaining cooperation at several worksites where CTR engagement was lacking.
2	Current code sets a performance requirement for Office buildings in Downtown of a 35% reduction in drive-alone commuting over 10 years following an initial measurement.	Revise performance goal so that is realistic and equitable. Specify performance goal as a <i>target rate for drive-alone commuting</i> (rather than as a reduction from an initial baseline measurement).	Two key problems have been identified with the current code requirement for trip reduction: <ul style="list-style-type: none"> • The expected 35% reduction is unrealistic, actual reductions over 10 years average 20% • Buildings that start with a low baseline measurement have a difficult challenge in making further reduction, yet code requires they do so, even if their current performance is exemplary. Setting performance goal as a specific target rate for drive-alone commuting allows for more consistent expectations from building to building and aligns with the approach used in other local jurisdictions that have TMP requirements.
3	Current code requires a performance goal (for trip reduction) only at Office buildings in Downtown. Office buildings elsewhere in the city and other building types citywide have only a requirement to implement certain measures to encourage trip reduction.	Extend performance goal to Office uses citywide.	Extending the performance goal requirement to (new) Office buildings citywide makes the TMP requirements more equitable. It also recognizes that transportation impacts and challenges exist in both the Downtown and outside Downtown settings. Office uses are the predominant employment citywide and generally have employees commuting during peak periods.

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4	<p>Current code is prescriptive. It specifies particular measures that building owners/managers are required to implement. The specific measures vary by building use and size; requirements may include:</p> <ul style="list-style-type: none"> • Posting and distributing information about transit and ridesharing • Designating a building transportation coordinator • Providing preferential parking for carpools and vanpools • Providing a \$15 financial incentive to car/vanpool riders, transit users • Providing a guaranteed ride home. <p>Additional requirements apply to Office buildings in Downtown:</p> <ul style="list-style-type: none"> • Posting information about transit and ridesharing in tenant spaces • Parking stall cost as a line item in building leases • Tenant participation in building commute surveys. 	<p>Add flexibility to implementation measures, while maintaining minimum requirements.</p> <p>A more flexible approach could include the following:</p> <ol style="list-style-type: none"> a. Set minimum baseline measures (e.g., post & distribute transit and ridesharing information, designate a building transportation coordinator). b. Require additional measures at buildings meeting certain use categories and size thresholds. c. The additional measures may be selected from a City “<i>TMP Implementation Guidelines</i>” document. d. Office buildings meeting their drive-alone rate targets are relieved of the requirement to implement the additional measures. 	<p>By allowing flexibility, building managers can select the most appropriate measures, considering such factors as tenant characteristics and proximity to transit.</p> <p>Common themes throughout the TMP review process have been to accommodate future changes in technology and transportation. Allowing more flexibility in implementation measures and administrative revision of City guidance* will facilitate adaptation to changes in the broader environment.</p> <p>Maintaining certain minimum requirements (e.g., posting information, designating a Building Transportation Coordinator) will set a common baseline across buildings and facilitate monitoring.</p> <p>(*See <i>TMP Implementation Guidelines</i> description below.)</p>

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5	Current TMP requirements (including required implementation activities) are detailed in code, can only be adjusted via a code amendment process.	Develop and maintain a <i>TMP Implementation Guidelines</i> document detailing TMP implementation strategies, monitoring practices and other relevant information. The <i>TMP Implementation Guidelines</i> could be revised administratively, providing more flexibility to adapt as conditions evolve.	<p>The City currently has three transportation documents that provide additional guidance, in support of requirements specified in City code. These are,</p> <ul style="list-style-type: none"> • Commuter Trip Reduction Implementation Guidelines • Impact Fee Manual • Transportation Design Manual <p>(The City of Seattle uses a similar model for TMPs: A “Director’s Rule” provides guidance on how to develop TMP agreements and implement requirements that are identified in City code.)</p>
6	Current thresholds for TMP requirements are as low as 30,000 gross square feet for Office uses and Medical Clinics. At these levels, the only requirement in the current code is posting of information regarding ridesharing and transit and annual distribution of information to tenants (as well as to new tenants and new employees).	<p>Increase building size thresholds at which TMP requirements apply.</p> <p>Other uses (Manufacturing, Retail, Residential) also have thresholds where the only requirement is posting and distributing information. These too should be increased.</p>	<p>Eliminating the TMP conditions for smaller buildings, where the only requirement is post and distribute information, would not only reduce the number of TMP agreements that must be established and monitored, but also would recognize that options for access to information have evolved since the current code was adopted (in 1995). Specifically,</p> <ul style="list-style-type: none"> • Information about travel options is more readily available, via the internet (including by smartphone) • The City now has a robust travel options program, Choose Your Way Bellevue, directed to individuals (as well as employers and property managers)