DOMI

Department of Mobility and Infrastructure

TDM Guidelines for New Developments

Transportation demand management (TDM) refers to the tools and strategies used to increase the efficiency of the transportation network by meeting the demand for travel through transportation options that do not contribute to peak hour vehicle congestion. The goal of TDM is to reduce single-occupancy-vehicle (SOV) trips by making it easier and more attractive for travelers to utilize transit, biking, walking, and other efficient travel options.

Land development proposals can mitigate their transportation impacts by developing a TDM plan that identifies physical improvements and programming strategies that shift vehicle trips to other modes of travel or otherwise move trips outside the peak hours of congestion. TDM plans for new developments are identified during the Department of Mobility and Infrastructure (DOMI) transportation impact review process for development projects. This document provides guidance on the process for developing and submitting a TDM plan. The plan should identify a means of reporting to the City on progress (see *Monitoring* section).

A transportation demand management (TDM) plan may be required by DOMI as a part of the transportation impact review process when any of the following criteria are met:

A. The development is expected to generate 1,500 or more average daily trips;
B. During any one-hour time period of any day of the week, the development is expected to generate 100 or more vehicle trips entering the development or 100 or more vehicle trips exiting the development;
C. The development is within a zoning district or plan area that requires a TDM plan;
D. The development requests reductions from parking minimums in excess of 20 spaces or when the number of proposed spaces are in excess of 10% of the zoning-required spaces;
E. As necessary to demonstrate that adequate measures are taken to minimize vehicle congestion and adverse impacts to the bicycle, pedestrian and transit networks;
F. As a condition of a master plan or multi-phased development plan approval;
G. Or if in the opinion of the Department, the development may impact the operation, safety, or efficiency of the transportation network even if above thresholds are not met.

Note: for items A and B, trips are measured as the net difference between new and existing and trips.

When any of criteria A-D are met, the TDM plan will be identified as a condition of the transportation review during the transportation impact study (TIS) scoping process. For conditions E-G, the TDM plan may be identified as a recommended improvement to address the transportation impact of the development and/or provide adequate multimodal transportation facilities. The TDM plan must be prepared by a qualified professional and sent to DOMI for review. The plan should be submitted as a part of the development TIS unless otherwise directed by the Department.

Submission Criteria:

A robust TDM plan gives priority to multi-modal improvements and provides education, marketing, and incentives for travelers to shift vehicle trips to other modes. To achieve this, the TDM plan should establish trip reduction goals that are appropriate for development use, context, and/or adopted policy, such as neighborhood plans or citywide goals. The TDM plan should identify physical improvements to be installed by the applicant and programmatic features for when the site is occupied.

The following are components of the TDM plan:

1. **Development Description.** The description should include existing vehicle trips, mode splits, development plan and phasing, land use/neighborhood context, and available bicycle, transit, and pedestrian infrastructure. The source of the existing vehicle trips should be agreed upon by the Department and the applicant in the scoping process or before the TDM plan is submitted. Sources can include American Community Survey (ACS) data, Make my Trip Count Survey results, observations, or survey of existing users.
2. **Vehicle Trip Reduction and Mode Split Goals.** Goals should be focused on decreasing the share of vehicle trips from existing mode splits and will be evaluated for appropriateness based on the use, context, and transportation impact of the proposed development. Goals should be consistent with TDM polices or plans adopted by the City. Note: for multi-phased developments, Institutional Master Plans (IMP), or Specially Planned Districts (SP), TDM goals should be developed for the phasing of the development plan.
3. **Package of TDM strategies**. The package of TDM strategies should outline the physical and programmatic improvements proposed to achieve vehicle trip reduction goals. The package should include improvements to be implemented by the developer in the public right-of-way (ROW) or on private property to achieve TDM goals and/or justify trip removals (if applicable). See TDM Checklist below.
4. **Monitoring.** Monitoring is a major component of a TDM program's success and is typically conducted through periodic travel surveys. DOMI is developing a TDM program that will establish regional and local TDM goals and incorporate a means for parties to monitor or report on the progress of goals. Until such a monitoring system is developed, applicants will work with the Department to develop a project-specific means of reporting, which can include:
    - The administration of a travel survey one and three years after first occupancy, reported to DOMI;
    - Participation in travel survey programs administered by others (including the Green Building Alliance or others), reported to DOMI;
    - For multi-phased developments, Institutional Master Plans (IMP), and/or Specially Planned Districts (SP), reporting will be established as a part of the transportation review process and should occur either as the development advances to the final land development stage or periodically with amendments or updates; and/or
    - Physical improvements are to be reviewed as applicable during site plan review. Physical Improvements will be added to punch list of public improvement plan, and a site visit may be requested/required prior to issuing Certificate of Occupancy.

Review

DOMI will review TDM goals for appropriateness based on the use, justification/background data provided, neighborhood context (mix of uses), existing mode splits, and relevance of proposed strategies to achieve SOV trip reductions. When approved, the TDM plan becomes part of the record of commitment to achieve mode goals and to report on progress.

Physical improvements are to be reviewed during site plan review. Physical Improvements to the ROW will be added to the punch list of public improvements; a site visit may be requested/required prior to issuing a Certificate of Occupancy to ensure that improvements are in place. Programming commitments will be reviewed as a part of the monitoring process.

TDM Checklist

There is not a one size fits all strategy for TDM. To assist in the development of a TDM plan, DOMI has prepared a checklist intended to identify expected and optional aspects of a TDM plan to be submitted to the City. Applicants should work with a qualified transportation professional and DOMI to identify a mix of strategies which address transportation impacts, provide adequate multimodal transportation facilities and incentives for non-SOV trips appropriate to the context, scale, and use of the proposed development.

No TDM Program is expected to incorporate all of the strategies outlined in the checklist. Rather, the checklist provides a framework from which developers can identify appropriate actions for their project. The checklist is not exhaustive and does not constitute a full TDM scope. Highlighted items are expected when applicable to the development site.

TDM Checklist

Programmatic Strategies
Meet with the Transportation Management Association (TMA): Downtown and Oakland only
Set mode split goals and commitment to survey. Goals should be consistent with relevant adopted neighborhood or master plans.
Identify responsible party or dedicated staff assigned to administer TDM program and report on progress (this can be specific to the tenant or property manager); for speculative developments, this can be a description of how potential tenants will be made aware of TDM requirements, as well as property owner and/or tenant requirements to maintain multi-modal facilities through marketing materials, website, or other means.
When adding additional users and/or uses to an existing development, identify if existing parking will be shared and how it will be managed.
Either employee TDM Coordination or staff assignment to administer a TDM program
Payback incentives for using non-motorized and carpool commuters
Provide transit passes or subsidies to employees or residents
Sponsored carshare or bikeshare memberships for employees or residents (annual or intro membership)
Membership in the 2030 District
Unbundled parking, where the cost of parking is separate from lease or deed (for residential) or paid (for office)
Promotion of SPC Commuter Connects programs
Flexible work hours and/or telecommute programs for office development
Corporate carpool and/or ride partner programs
Other as appropriate to the size, use and context of the site

Site Plan Strategies
Adequate sidewalk widths and ADA ramps along all building frontages
Bicycle parking consistent with zoning code and the Pittsburgh Bicycle Parking Guidelines. A mix of bicycle parking should include convenient short-term parking and secure, covered parking accessible from the ground floor (not through the driveway of a garage) for long-term bicycle parking or storage.
When impacting a bus stop, work with the City and Port Authority to relocate the stop during construction and restore immediately afterwards with amenities
Include wayfinding for public access to easements and privately owned, publically accessible open space
Upgrades and enhancements for pedestrian safety at site access and intersections
Consistency with improvements identified in City plans or policy
Enhancements to pedestrian facilities that address the last mile problem from transit stops and desired pedestrian paths
Bicycle storage facilities that exceed Zoning code requirements
Bikeshare station on site
Shower rooms or shower passes for employees who bike to work (office only)
Shared parking – where parking can be used by different users throughout the day so as to reduce the total number of spots provided
Priority parking spaces for carpool or vanpool spaces
Dedicated carshare parking (such as Zipcar) in a publically accessible space
Real time arrival transit screens in publicly accessible space
Transit station enhancements or improvements
Pedestrian enhancements between proposed buildings and nearby transit stations, such as adding pedestrian scale lighting, emergency call boxes, street trees, and seating
Other as appropriate to the size, use, and context of the site