

City of  
Bellevue



**DATE:** July 5, 2017  
**TO:** Members of the Transportation Commission  
**FROM:** Michael Ingram, Senior Transportation Planner, 425-452-4166  
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**SUBJECT:** Online Open House for Transportation Management Program code revisions

### **DIRECTION REQUESTED**

Action

Discussion/Direction

X Information

An Online Open House to inform the final elements of the Transportation Management Program code revision process will be live on July 14 at, <https://bellevuetmpcode.participate.online/>. Commissioners are encouraged to tour the Open House, which will remain open for approximately 4 weeks.

### **BACKGROUND**

In March 2016, staff and the Commission initiated a process to review current requirements for ongoing trip reduction activities at large real estate developments. These “Transportation Management Program” (TMP) requirements have been in effect since the early 1980s; current code requirements were adopted in 1995 (BCC 14.60.070, 14.60.080). Through the review process, the Commission has endorsed six general changes to current requirements. The six recommended changes are:

- 1) Fix elements that are dated and/or not working.
- 2) Revise performance goal (which applies to Office buildings in Downtown), so that it is realistic and equitable. Specify performance goal as a *target rate for drive-alone commuting* (rather than as a reduction from an initial baseline measurement).
- 3) Extend performance goal to Office uses citywide.
- 4) Add flexibility to implementation measures, while maintaining minimum requirements.
- 5) Develop and maintain a *TMP Implementation Guidelines* document.
- 6) Increase building size thresholds for minimum TMP requirements of posting and distributing information.

On September 26, 2016 City staff, former Chair Zahn and Commissioner Wu briefed the City Council on the TMP review initiative and the recommended changes. Council members

expressed support for the work to date and for the six areas of revision recommended by the Commission. Since the Council meeting, staff and the Commission have developed and reviewed revised options for enforcement of TMP provisions (November 2016), for setting the performance goal for Office uses (May 2017) and options for providing flexibility in the implementation activities at buildings (June 2017). Staff have developed and shared with the Commission a draft *TMP Implementation Guidelines*, a document intended to serve as a resource for building developers, building managers, city staff and others involved in TMP development, implementation and monitoring. The most recent draft of the *TMP Implementation Guidelines* was included as an attachment to the memo for the June 8 Commission meeting. This and other key materials relating to the TMP Code Review process are posted on the [TMP page of the city website](#) (accessible from the homepage by clicking on “Traffic”, then “Transportation Options”, then “Transportation Demand Management Plan”, then “Trip Reduction—Large Buildings”).

## **INFORMATION**

The forthcoming Open House is particularly intended to solicit input on the TMP implementation activities (all TMP affected land uses) and the performance goals (for Office uses). This input will inform refinements to the proposed city code language and to the content of the *TMP Implementation Guidelines*.

Staff will send notice of this Online Open House to stakeholders, including a list of contacts at existing buildings affected by TMP requirements, a list of persons involved with seeking permits for development of buildings in Bellevue that meet thresholds for TMP requirements, persons who have indicated interest in the current TMP Code Review process as well as to contacts at worksites affected by [Commute Trip Reduction requirements](#) (as they are familiar with trip reduction activities and many of these sites are located in TMP-affected buildings). Staff will also contact the local chapters of two professional associations of real estate managers—the Building Owners and Managers Association (BOMA) and NAIOP—to request they pass along communication of this comment opportunity to their members.

If you have any questions concerning the Online Open House or other aspects of the TMP Code Review process, please feel free to contact me at [mingram@bellevuewa.gov](mailto:mingram@bellevuewa.gov) or 425-452-4166.

## **NEXT STEPS**

At the Commission meeting on September 14, city staff will provide a report on the stakeholder input received via the TMP Online Open House, present a revised draft of the *TMP Implementation Guidelines* and a markup of City code showing proposed revisions. With Commission concurrence, a public hearing will be scheduled for the Commission meeting on September 28.

## **ATTACHMENTS**

None