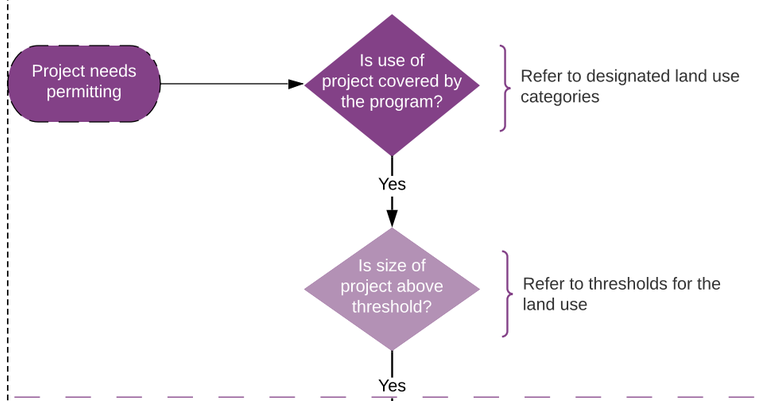
TDM PROCESS FLOWCHART

BROAD STEPS	PROCESS FLOW	STEP DETAILS AND CONSIDERATIONS	SAMPLE CASE

STEP 1 — Determine Applicability



Non Residential

Retail	Office	Others	Residential
Includes uses such as grocery stores, restaurants and bars, gym, arts and recreation places, etc.	Includes uses such as offices, educational institutions, service centers, hospitals, etc.	Includes uses such as manufacturing, utility, infrastructure, storage, distribution, etc.	Multi-family Housing (could exempt fully affordable housing)

- New Construction with XX sq.ft. or more of occupied floor area
- Any change of use with XX sq.ft. or more of occupied floor area

New Construction with XX or more DU or bedrooms for group housing

A project proposes new construction that includes 25,000 square feet of grocery store space with five Accessory Parking spaces and 100 dwelling units with 50 Accessory Parking spaces.

STEP 1 A

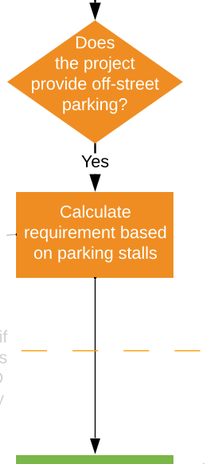
Land use falls under:
Residential Use Category + Retail Non-residential Use Category

STEP 1 B

✓ Retail Land use is above threshold of XXX sq.ft.

✓ Residential Land use is above threshold of XX DUs

STEP 2 — Determine TDM target based on parking



Parking Capacity (Stalls per housing unit or 500 sq.ft. of non-residential space)			Mitigation points required
Small Project	**Medium Project**	**Large Project**	
10000 – 25000 sq.ft.	25000 – 100,000 sq.ft.	> 100,000 sq.ft.	
< 0.5			5
0.5 – 0.99	< 0.5		10
1.0 – 1.49	0.5 – 0.99	< 0.5	15
1.5 – 1.99	1.0 – 1.49	0.5 – 0.99	20
2 or more	1.5 – 1.99	1.0 – 1.49	25
	2 or more	1.5 – 1.99	30
		2 or more	35

Source: Adapted from Los Angeles' TDM program

STEP 2

Land use category Retail (<0.5 spaces per 500 sq.ft. of development):
Project size: Medium category
Total target for Retail: 10 points.

Residential Land use category (2 spaces per DU):
Project size: Medium category
Total target for Residential: 30 points.

Another approach (SF): Establish Base target based on parking minimum. 1 point for every XX additional Accessory Parking spaces above the minimum.

STEP 3 — Create and submit TDM Plan

Refer to menu of TDM measures with weighted points

Category	Measure	Points
ACTIVE-1	**Improve Walking Conditions:** Option A - D Provide streetscape improvements to encourage walking.	● 1
ACTIVE-2	**Bicycle Parking:** Options A - D Provide secure bicycle parking, more spaces given more points.	●●●● 1 - 4
ACTIVE-3	**Showers and Lockers**	● 1
ACTIVE-4	**Bike Share Membership:** Locations A - B Provide a bike share membership to residents and employees for one point, another point given for each project within the Bike Share Network.	●● 1 - 2
ACTIVE-5A	**Bicycle Repair Station**	● 1
ACTIVE-5B	**Bicycle Maintenance Services**	● 1
ACTIVE-6	**Fleet of Bicycles**	● 1
ACTIVE-7	**Bicycle Valet Parking**	● 1
CSHARE-1	**Car-share Parking and Membership:** Options A - E	●●●●● 1 - 5
DELIVERY-1	**Delivery Supportive Amenities**	● 1
DELIVERY-2	**Provide Delivery Services**	● 1
FAMILY-1	**Family TDM Amenities:** Options A - B	●● 1
FAMILY-2	**On-site Childcare**	●● 2
FAMILY-3	**Family TDM Package**	●● 2
HOV-1	**Contributions or Incentives for Sustainable Transportation:** Options A - D	●●●●●●●● 2 - 8
HOV-2	**Shuttle Bus Service:** Options A - B	●●●●●●●●●●●●●● 7 - 14
HOV-3	**Vanpool Program:** Options A - G	●●●●●●● 1 - 7
INFO-1	**Multimodal Wayfinding Signage**	● 1
INFO-2	**Real Time Transportation Information Displays**	● 1
INFO-3	**Tailored Transportation Marketing Services:** Options A - D	●●●● 1 - 4
LU-1	**Healthy Food Retail in Underserved Area**	●● 2
LU-2	**On-site Affordable Housing:** Options A - D	●●●● 1 - 4
PKG-1	**Unbundle Parking:** Locations A - E	●●●●● 1 - 5
PKG-2	**Short Term Daily Parking Provision**	●● 2
PKG-3	**Parking Cash Out: Non-residential Tenants**	●● 2
PKG-4	**Parking Supply:** Option A - K	●●●●●●●●●●● 1 - 11

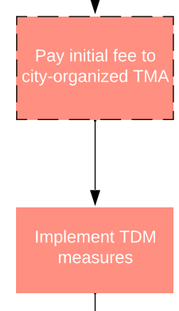
NOTES:
A project sponsor can only receive up to 14 points between HOV-2 and HOV-3.
One point may be equal to a 1% reduction in VMT.

Source: San Francisco's TDM program

STEP 3 (Only retail shown)

ACTIVE-1 Improve Walking Conditions (Option A): 1 point
ACTIVE-2 Bicycle Parking (Option B) 2 points
One Class 1 Bicycle Parking space for every 3,750 square feet of Occupied Floor Area, and one Class 2 Bicycle Parking space for every 750 square feet of Occupied Floor Area; or five percent of the maximum number of visitors which the project is designed to accommodate, whichever less
ACTIVE-3 Showers and Lockers 1 point
ACTIVE-4 Bike Share Membership (< 1000 ft) 2 points
INFO-1 Multimodal Wayfinding Signage 1 point
INFO-2 Real Time Transportation Displays 1 point
INFO-3 Tailored Transportation Marketing Services 2 points
Providing promotions and welcome packets (per Option A), AND personal consultation for each new resident/employee AND a request for a commitment to try new transportation options
PKG 2 Short Term Daily Parking Provision: 2 points.
PKG 3 Parking Cash Out - Non-residential Tenants: 2 points
TOTAL 10 points

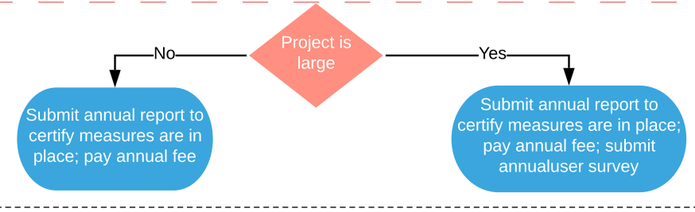
STEP 4 — Implement TDM Measures



"Basic" fee covers monitoring and enforcement activities; optional additional charge covers TDM operations on site

Next Stage: TBD

STEP 5 — Reporting & Monitoring



Next Stage: TBD

NEXT STEPS:
- Interactions with business community / developers / other stakeholders
- Review TDM ordinances of other cities – to determine how it be drafted for Madison
- TDM Program design:
  - Step 1: Define uses falling within the categories and establish size thresholds
  - Step 2: Decide point target range based on parking requirement
  - Step 3: Prepare a draft TDM Measures list