



HEXAGON TRANSPORTATION CONSULTANTS, INC.



# Transportation Demand Management Plan

11 El Camino Real Residential Development in City of San Carlos



Prepared for:

**City of San Carlos**

**On Behalf of SummerHill Apartment Communities**



August 22, 2023



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# 1.

## Introduction

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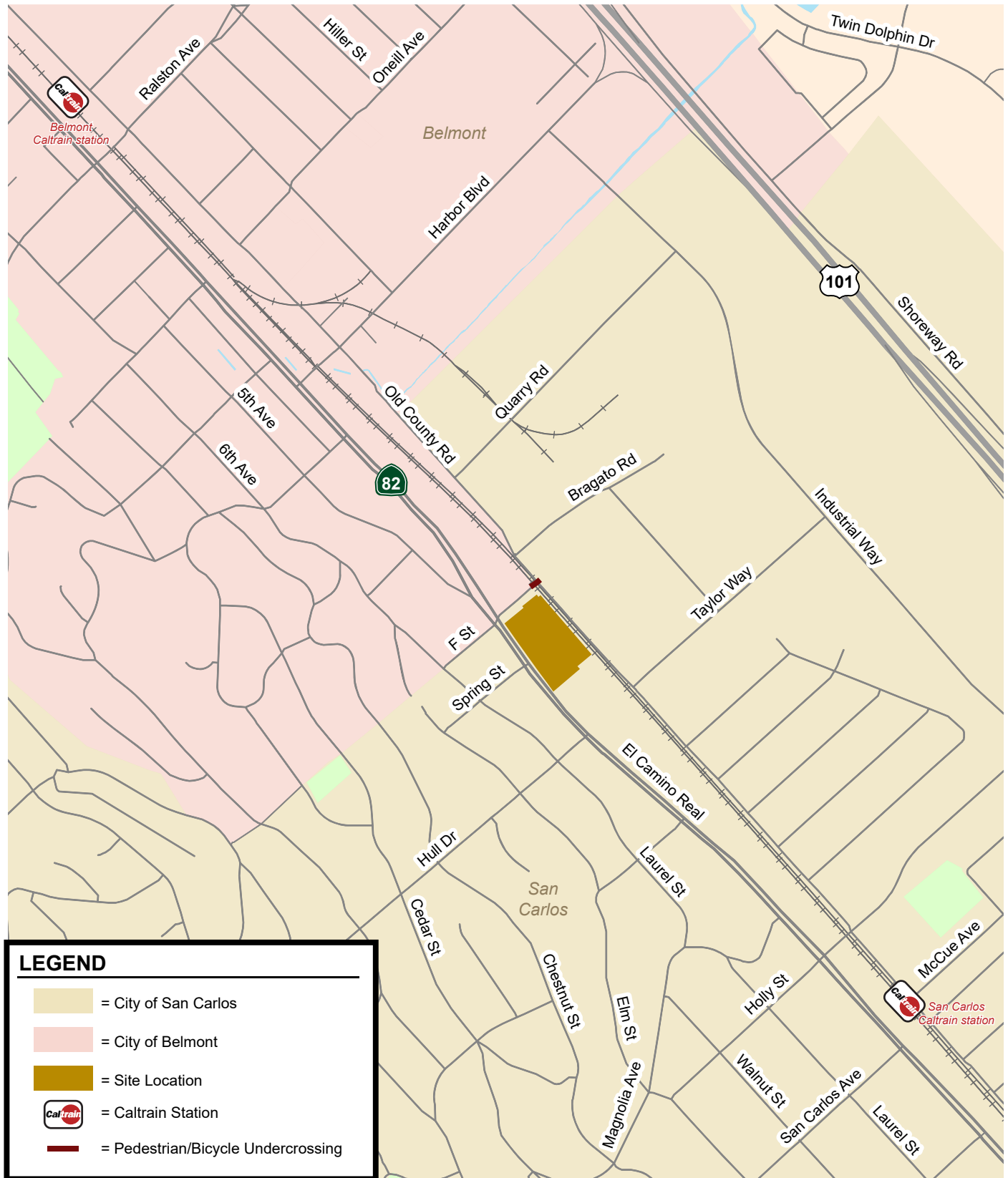
This Transportation Demand Management (TDM) Plan was developed for the proposed residential development project at 11 El Camino Real in San Carlos, California. This plan was developed in accordance with Article III, section 18.25 of the City of San Carlos municipal code, which requires the adoption of a Transportation Demand Management (TDM) Plan for new developments. The purpose of the TDM plan is to (1) reduce the amount of traffic generated by new development by 20 percent.; (2) promote the more efficient utilization of existing transportation facilities and ensure that new projects are designed in ways to maximize the potential for alternative transportation usage; and (3) establish an ongoing monitoring and enforcement program to ensure that the City's desired alternative mode use percentages are achieved.

In addition, the TDM Plan may reduce the parking demand generated by a development and allow for a reduction in parking supply. The San Carlos municipal code allows a 20% reduction in the number of required parking spaces with the implementation of a TDM Plan.

## Project Description

The proposed project is located at 11 El Camino Real in San Carlos, California (see Figure 1). The project would demolish the existing retail use that currently occupies the site and construct a multi-family residential development with 242 units consisting of studio, 1 bedroom, 2 bedroom, and 3 bedroom units.

A two-level at and below grade parking garage with a total of 297 parking spaces is proposed for the development. A total of 84 bike parking spaces (60 long-term spaces and 24 short-term spaces) would be provided for the proposed residential development.



**Figure 1**  
**Site Location and Surrounding Area**

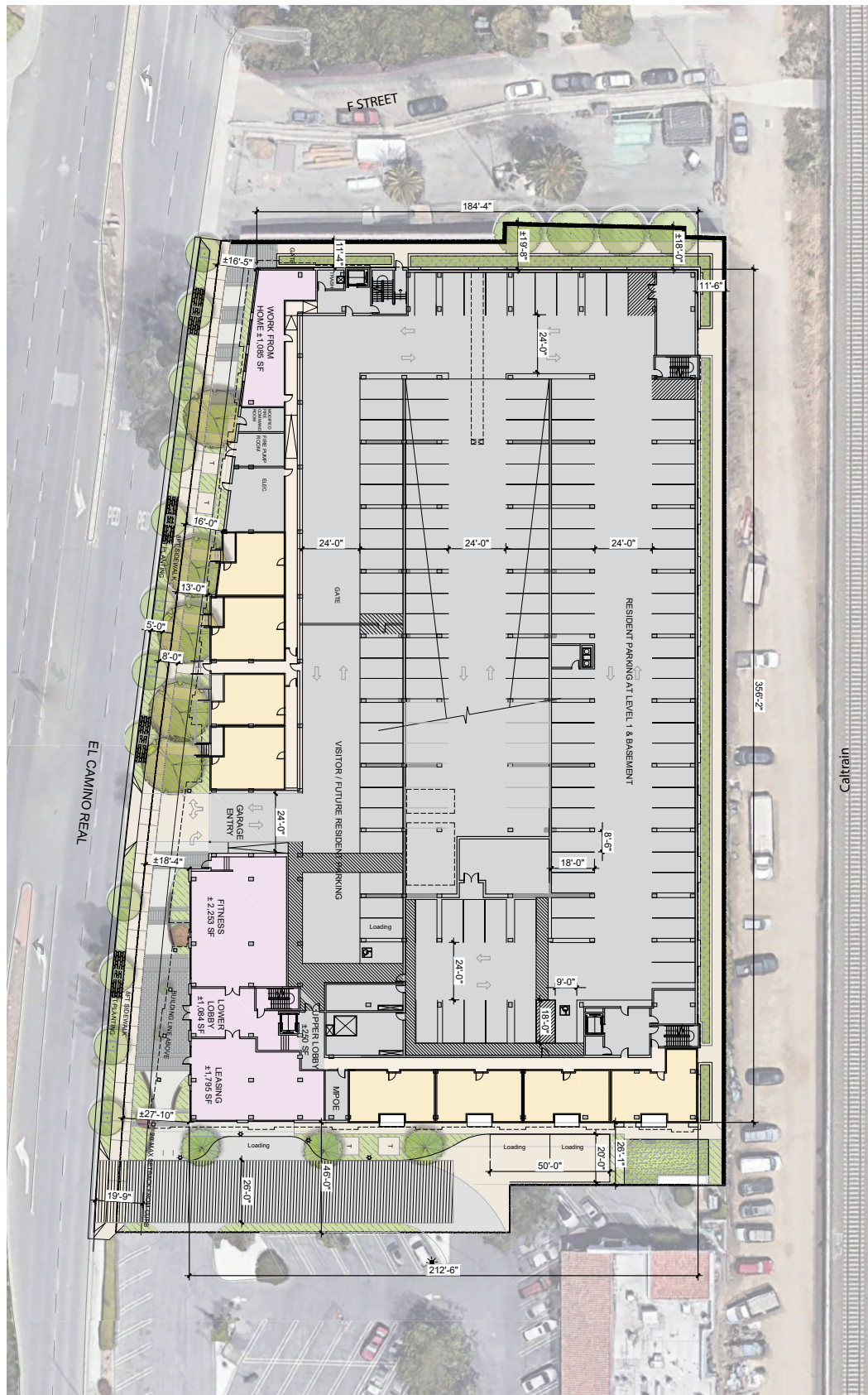


Figure 2  
Site Plan

## Project Trip Generation

The City of San Carlos requires that each project shall incorporate measures to meet vehicle trip generation rates that are twenty percent (20%) lower than the standard rates as established in the most recent edition of the ITE *Trip Generation Manual* (San Carlos Municipal Code Section 18.25.030). This plan has been prepared with the goal of achieving at least a 20 percent reduction in project trips.

The trip generation rates published in the Institute of Transportation Engineers' (ITE) manual entitled *Trip Generation, 11<sup>th</sup> Edition* (2021) for Multifamily Housing (Mid-Rise) Not Close to Rail Transit (Land Use 221) were used for this study. Before TDM reductions, the proposed project is estimated to generate a total of 1,099 daily trips with 90 trips during the AM peak hour and 94 trips during the PM peak hour.

As shown in Table 1, in order to meet the City's 20 percent reduction requirement, the project should aim to generate a maximum of 879 daily trips, including 72 AM peak hour trips and 75 PM peak hour trips.

**Table 1**  
**Project Trip Generation Estimates**

Land Use	Size	Unit	Daily Rate	Daily Trips	AM Peak Hour				PM Peak Hour			
					Peak Rate	Trips In	Trips Out	Total Trips	Peak Rate	Trips In	Trips Out	Total Trips
<b><u>Proposed Project</u></b>												
Multi-Family Housing	242	DU	4.54	1,099	0.37	21	69	90	0.39	57	37	94
20% TDM Reduction				(220)		(4)	(14)	(18)		(11)	(8)	(19)
<b>Total Project Trips</b>				<b>879</b>		<b>17</b>	<b>55</b>	<b>72</b>		<b>46</b>	<b>29</b>	<b>75</b>
<b><u>Notes:</u></b>												
All rates are from: Institute of Transportation Engineers, <i>Trip Generation, 11th Edition</i> (2021)												
1. Land Use Code 221: Multifamily Housing (Mid-Rise) Not Close to Rail Transit (average rates, expressed in trips per dwelling unit (DU)).												



## 2. Transportation Setting

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Transportation facilities and services that support sustainable modes of transportation include commuter rail, buses and shuttle buses, bicycle facilities, and pedestrian facilities. This chapter describes existing facilities and services near the project site that will support the TDM measures contained in this plan.

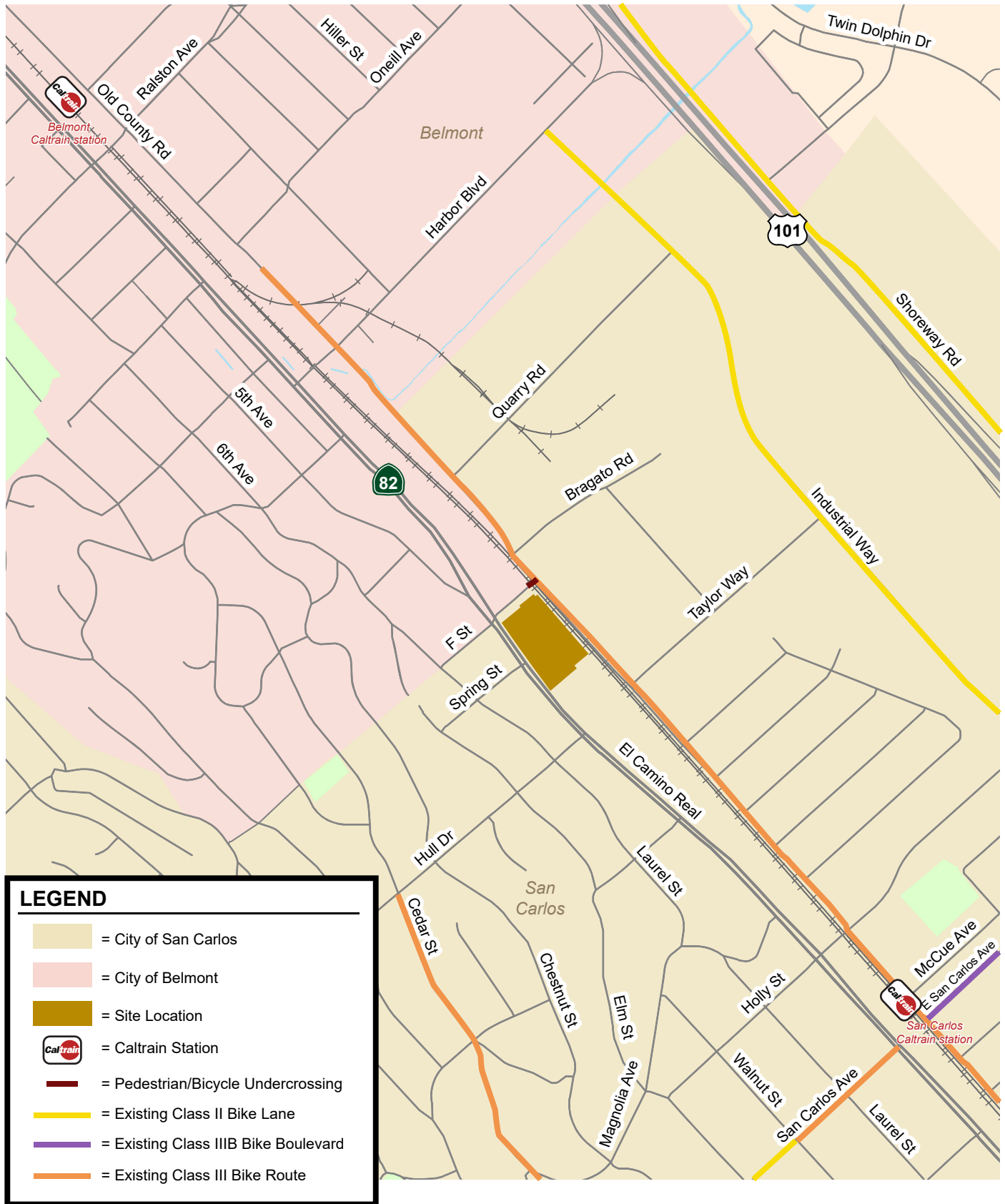
### Bicycle Network

Bicycle facilities in the study area include Class II bike lanes and Class III bike routes. Class II bicycle lanes are lanes on roadways designated for use by bicycles with special lane markings, pavement legends, and signage. Class III bike routes are existing streets that accommodate bicycles but are not separate from the existing travel lanes.

As shown in Figure 3, existing Class II bicycle lanes are located on Industrial Road between Harbor Boulevard and Middlefield Road. Existing Class III bicycle routes are located on Old County Road from Ralston Avenue to Terminal Way, along Cedar Street from Hull Drive to Eaton Avenue, and along San Carlos Avenue from Elm Street to Old County Road. Lastly, a bicycle boulevard exists along San Carlos Avenue, from Old County Road to Industrial Road.

There is an underpass available for bicycle and pedestrian users to cross under the Caltrain tracks at F Street/Old County Road, which is adjacent to the site.





**Figure 3**  
**Existing Bicycle Network**



## Pedestrian Facilities

At the project site along El Camino Real, a continuous sidewalk is present along both sides of the street. There is a walkway along the south side of F Street to access to underpass for pedestrian and bicycle users. These sidewalks can be used to access the San Carlos Caltrain station.

Crosswalks with pedestrian signal heads and push buttons are found on one or more approaches at all the nearby signalized intersections. The intersection at El Camino Real/Hull Drive has crosswalks on the west and south approaches. The intersections at El Camino Real/Holly Street and El Camino Real/San Carlos Avenue have crosswalks on all approaches. Marked crosswalks also exist on the south approach at the intersection of El Camino Real and Oak Street and on the north approach at the intersection of El Camino Real and 5<sup>th</sup> Avenue.



## Transit Service

Existing transit service to the study area is provided by the San Mateo County Transit District (SamTrans) and Caltrain (see **Figure 4**). The Caltrain and SamTrans routes and schedules within the vicinity of the proposed project are described below.

### SamTrans Bus Routes

Existing bus service to the project vicinity is provided by the San Mateo County Transit District (SamTrans). SamTrans provides bus service within San Carlos and throughout San Mateo County and has several commute period, weekend, and school-day only routes. The project site is served by Routes ECR, 397 and 398. The closest bus stop is located 300 feet away from the project site at the intersection of El Camino Real and 5<sup>th</sup> Avenue. Many other bus routes serve the San Carlos Caltrain Station, which is about 0.55 miles from the project site.

The bus routes that provide peak hour services near the project site are described in Table 2 and shown on Figure 4.

**Table 2**  
**Existing Bus Service**

Bus Route	Description	Operating Hours	Peak Hour Headway	Closest Bus Stop	Walk Distance to Project Site
ECR	Between Daly City BART Station and Palo Alto Transit Center via El Camino Real	4 AM to 2 AM (next day)	14-17 min.	El Camino Real and 5th Avenue	300 feet
260	Between San Carlos Caltrain station and the Carlmont Village	6:00 AM to 7:00 PM	1 hr	San Carlos Caltrain Station	0.55 miles
295	Between Hillsdale Mall and Redwood City Caltrain Station	6:20 AM to 7:00 PM	1 hr	San Carlos Caltrain Station	0.55 miles
397	Between Palo Alto Transit Center and downtown San Francisco (Clay Street and Drumm Street), via U.S. 101 and El Camino Real	1:00 AM to 5:00 AM (This route does not operate mid-day or in the evening.)	45-60 min.	El Camino Real and 5th Avenue	300 feet
398	Between downtown San Francisco (Clay Street and Drumm Street) and Redwood City Transit Center, via U.S. 101 and El Camino Real	6:00 AM to 9:15 PM	1 hr	El Camino Real and 5th Avenue	300 feet

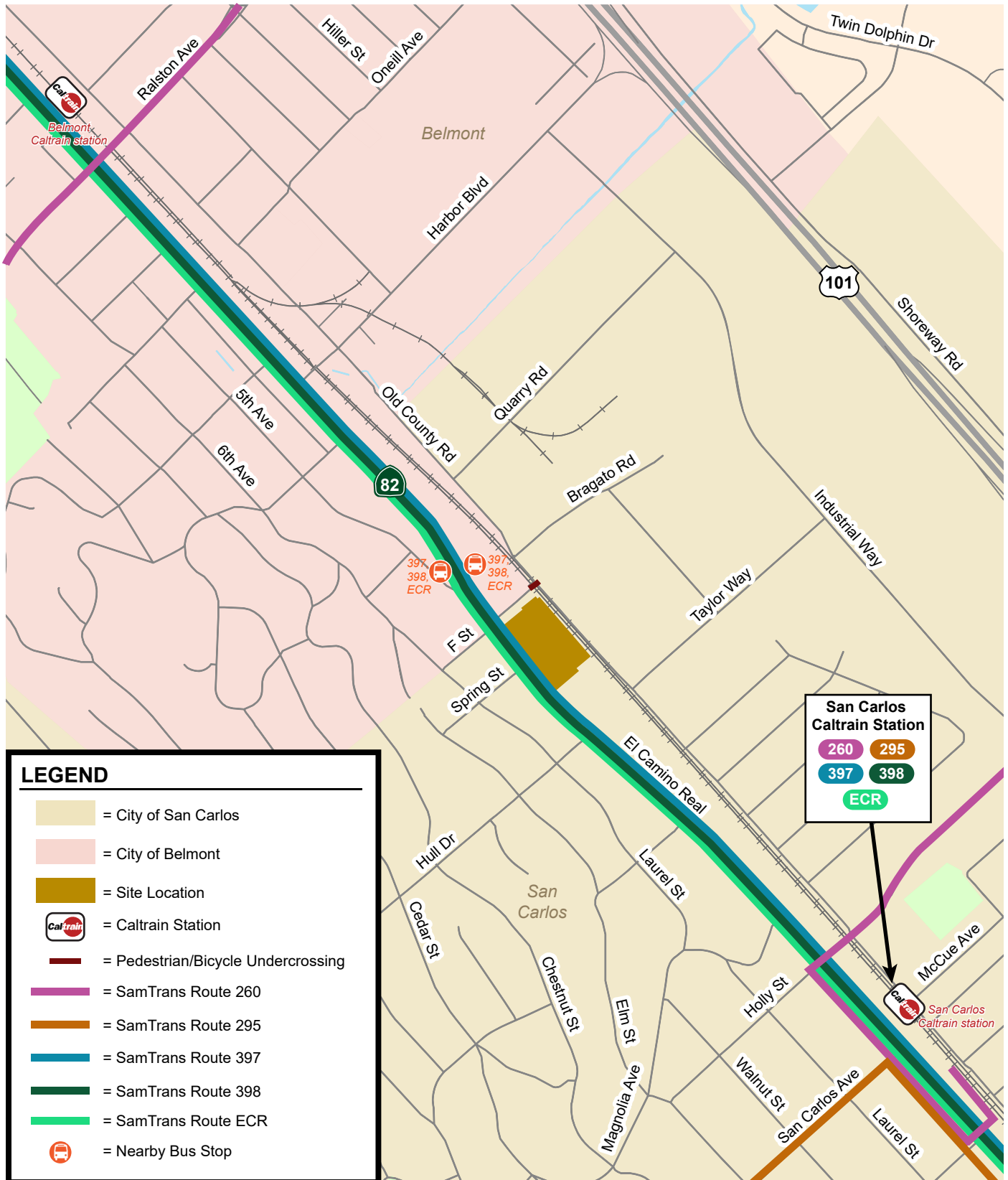
### Caltrain Commuter Rail

Caltrain provides commuter rail service between San Francisco and San Jose, with limited service to Gilroy during commute hours. The San Carlos Station is located 0.55 miles south of the project site on El Camino Real. At a normal walking pace, it would take approximately 13 minutes to walk from the project site to the San Carlos Station.



The San Carlos Caltrain Station includes 24 bicycle rack spaces, on demand BikeLink e-lockers, and a parking lot for Caltrain customers. The San Carlos Caltrain Station is served by local-stop and limited-stop trains. As of September 2022, there are four northbound trains (two limited-stop trains and two local trains) and four southbound trains (two limited-stop trains and two local trains) serving the San Carlos station during the AM peak period. During the PM peak period between 4:00 and 7:30, there are seven northbound trains (four limited-stop trains and three local trains) and seven southbound trains (three limited-stop trains and four local trains) serving the San Carlos station.

The Belmont Caltrain Station is located 0.7 miles north of the project site on El Camino Real. At a normal pace, it would take approximately 15 minutes to walk from the project site to the Belmont Station. The Belmont Station includes 18 bicycle rack spaces, on demand BikeLink e-lockers, and a parking lot for Caltrain customers. The Belmont Caltrain Station is served by local-stop and limited-stop trains. As of September 2022, there are four northbound trains (two limited-stop trains and two local trains) and four southbound trains (two limited-stop trains and two local trains) serving the Belmont station during the AM peak period. During the PM peak period, there are seven northbound trains (four limited-stop trains and three local trains) and eight southbound trains (four limited-stop trains and four local trains) serving the Belmont station.



**Figure 4**  
**Existing Transit Services**

### 3.

## Proposed TDM Measures

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This chapter describes Transportation Demand Management (TDM) measures that will be implemented by the proposed project. This plan has been developed to meet the 20 percent trip reduction requirement set forth in Section 18.25.030 of the San Carlos municipal code for the proposed project.

The TDM measures to be implemented by the project include services, incentives, actions, and planning and design features related to the attributes of the site design and site amenities. Such design features encourage walking, biking, and use of transit. Some of the proposed TDM measures are programs that will be created and implemented by the building manager.

### Proximity to Transit

The location of the project near to downtown San Carlos promotes pedestrian and bicycle travel in a high density area of complementary land uses. The project also is located within walking distance to various bus stops and within 0.55 miles of the San Carlos Caltrain Station. The proximity of the San Carlos Caltrain Station and various bus stops would encourage the use of Caltrain and SamTrans buses for residents of the proposed project.

### TDM Administration and Promotion

#### Transportation Coordinator

The project owner or its tenant/lessee will designate an individual to serve as the Transportation Coordinator. This individual will facilitate the TDM program and provide information regarding alternative modes of transportation to residents. The Transportation Coordinator will provide the following services and functions:

- Provide transportation information brochures to new tenants, for distribution to all residents.
- Set up and maintain an online kiosk with information about alternatives to driving alone to work (single-occupant vehicles).
- Provide trip planning assistance and/or ride-matching assistance to residents who are considering an alternative mode.
- Manage annual surveys and submit annual TDM monitoring reports to the City.

## Online Transportation Kiosk

An “online kiosk” will be established with transportation information that residents can access from their smart phones, their homes, or anywhere else. This online kiosk will be available on the project website.

By allowing someone to have all the information about transportation alternatives and TDM programs available to them in a single online location, people will be more likely to refer to this information from home. The project developer or property manager will have responsibility for setting up and maintaining this online information center. This website will include site-specific information about all the measures, services, and facilities discussed in this plan. In addition, this online information center will include:

- A summary of SamTrans, Caltrain, and nearby shuttle services and links to further information about their routes and schedules.
- Information about ride matching services (511.org and on-site ride matching) and the incentive programs available to carpools and vanpools.
- Information about services such as Uber, Lyft, and other on-demand transportation services.
- A local bikeways map and bicycling resources on 511.org.
- A link to the many other resources available in the Bay Area, such as the 511 Carpool Calculator, the 511 Transit Trip Planner, real-time traffic conditions, etc.

## New Resident Electronic Information Brochure

The Transportation Coordinator will email electronic transportation information brochures to all new residents at the project site. This brochure will include information about transit subsidies, ride matching services, transit maps/schedules (Caltrain and SamTrans), locations of bus stops, transit planning resources, a bicycle map and the location of bicycle parking on site. Also included in the brochure will be information regarding how to contact the Transportation Coordinator.

## Bicycle and Pedestrian Amenities

### Bicycle Parking

The project proposes both short-term and long-term bicycle parking. The City’s municipal code (section 18.20.080B) states that for residential uses, long-term bicycle parking shall be provided for every five units for multi-unit residential and group resident projects. This calculates to 49 long-term bicycle parking spaces. The project will provide 60 long-term bicycle parking spaces in the bike storage room located at the southeast corner of the site. Based on the City’s municipal code (Section 18.20.080A), short-term bicycle parking shall be at least ten percent of the number of required automobile parking spaces for multi-unit residential, group residential, and single room occupancy with five or more units. This calculates to 23 short-term bicycle parking spaces. The project will provide 24 short-term bicycle parking spaces near the main entrance of the building.

### Bicycle Repair Station

The project will provide a bicycle repair station on site. The bicycle repair station will encourage residents to bike to and from the project site and to work on their bike. The bike repair station would provide tools to residents.

## Bicycle Resources

As part of the project's transportation kiosk, resources useful to cyclists will be included. For example, the local bikeway maps will be posted for easy reference. The resources listed below are available to bicycle commuters through 511.org and will be noted as part of the project's transportation kiosk.

- Free Bike Buddy matching
- Bicycle maps
- Bicycle safety tips
- Information about taking bikes on public transit
- Location and use of bike parking at transit stations
- Information on Bike to Work Day
- Tips on selecting a bike, commute gear, and clothing
- Links to bicycle organizations

## Pedestrian Design Elements

The project will build a plaza area along the building frontage, and pedestrian paths will connect the building entrances to El Camino Real. Within the project site, pedestrian paths will connect the proposed building, parking garages, and other amenities on-site. The project proposes to provide a drop-off area on the south side of the project site for passenger loading/move-in vehicles.

## e-Scooters On-Site

The project proposes to partner with Ridv, an electric scooter company to provide approximately 12 electric scooters on-site for residents to use for free. The electric scooters will be stationed in the lobby or at an easily accessible location in the garage. The electric scooters will encourage residents to travel to and from the project site as an alternative form of transportation.

## Carpool and Vanpool Programs

### On-Site Ride Matching Assistance

One of the greatest impediments to carpool and vanpool formation can be finding suitable riders with similar work schedules, origins, and destinations. Facilitated rideshare matching can overcome this obstacle by enabling commuters who are interested in ridesharing to enter their travel preferences into a database and receive a list of potential rideshare partners. The success of these programs is largely determined by the number of participants and, in turn, the number of potential matches that can be made.

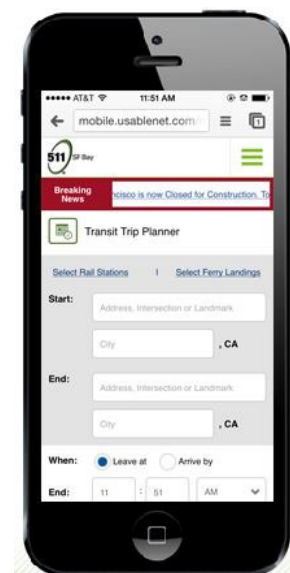
The Transportation Coordinator will distribute a carpool/vanpool matching application to all residents as part of the welcome brochures. The application will match residents who work in the same area who may be able to carpool or vanpool together. Some residents who may be reluctant to reach out to find carpool partners via the 511 RideMatch service or Waze Carpool may be more likely to fill out a form that will be administered by their Transportation Coordinator. Furthermore, residents may be more willing to carpool with someone who lives in the same development.



## 511 Ride Matching Assistance

### 511 RideMatch

The 511 RideMatch service provides an interactive, on-demand system that helps commuters find carpools, vanpools or bicycle partners. The Transportation Coordinator, in conjunction with the future tenant(s) contacts(s), will promote the on-line 511 service to residents. This free car and vanpool ride matching service helps commuters find others with similar routes and travel patterns with whom they may share a ride. Registered users are provided with a list of other commuters near their employment or residential ZIP code along with the closest cross street, email, phone number, and hours they are available to commute to and from work. Participants are then able to select and contact others with whom they wish to commute. The service also provides a list of existing car and vanpools in their residential area that may have vacancies. In addition, tenant(s) may provide private ride matching assistance to their residents to match co-workers making the same drive via 511 services.



### Scoop

Scoop offers a fee-based ride matching service through an easy-to-use app. Scoop allows commuters to separate their AM and PM trips, to help accommodate unpredictable work schedules. Scoop also lets users schedule a trip as a driver or passenger, depending on their daily needs. Scoop identifies carpoolers who are heading the same direction and finds the most efficient carpool trip based on fastest route, nearby carpoolers, carpool lanes, and other factors. Payment for each trip is made through the app.

Ride matching assistance is also available through a number of peer-to-peer matching programs, which utilize social networks to match commuters.

## Carpool/Vanpool Incentives

### Scoop Discounts for San Mateo County Carpools

The San Mateo City/County Association of Governments (C/CAG) has developed the “Carpool 2.0 Rewards Program”, which provides financial incentives for all forms of carpooling for trips that begin or end in San Mateo County. Drivers and riders track carpool trips through the STAR Commute Tracker app or by connecting a Scoop or Waze Carpool account to a STAR account to auto-track carpool trips. For every 10 carpool days tracked, commuters can claim a \$25 e-gift card reward, up to \$100.

### The Star Store

The Peninsula Traffic Congestion Relief Alliance has established a program called the Star Store. Residents and commuters who travel to, from, or through San Mateo County can earn points by logging their commutes in the STAR platform. Every day that someone commutes by an alternative to driving alone, they earn a point. Users collect points and then redeem them for rewards.

### Vanpool Participant Rebates

The Peninsula Traffic Congestion Relief Alliance also offers an incentive to commuters to try vanpooling. The Alliance will pay half of the cost of a new vanpool participant’s seat, up to \$100 per month, for the first three months in



the van. New vanpools that operate for at least six months can receive a one-time rebate of \$500, paid to the vanpool driver (rotating drivers may share the bonus).

## Transit and Ridesharing Subsidies

Transit subsidies are an extremely effective means of encouraging residents to use transit rather than driving. There are a number of ways that transit subsidies can be implemented. The project may subsidize transit or ridesharing for residents through one or more of the following: participating in the SamTrans Way2Go Program, purchasing Caltrain Go Passes, and/or reimbursing travel expenses.

### SamTrans Way2Go Program

The SamTrans Way2Go program allows residential complexes to purchase annual ride passes for all eligible residents. Residential complex participants pay an annual fee for every eligible resident regardless of who will use the program. Currently, residential complexes pay an annual fee of \$40 for every eligible user with a minimum contract of \$2,500. The cost is pro-rated if a participant joins for less than a full year.

If the project enrolls in the SamTrans Way2Go Program, the cost of enrollment will be covered for all residents.

### Caltrain Go Pass

The Caltrain Go Pass program allows residential complexes to purchase annual passes that offer unlimited rides on Caltrain through all zones, seven days a week. Participants pay an annual fee to provide the Go Pass to every resident, regardless of how many will use the transit pass. For 2022 and 2023, the total cost of participating in the Go Pass Program is the greater of \$342 per eligible resident or \$28,728. The cost is pro-rated if a participant joins for less than a full year. If the project enrolls in the Caltrain Go Pass program, the cost of enrollment will be covered for all residents.

### Reimbursing Travel Expenses

The SamTrans Way2Go program and Caltrain Go Pass program are generally geared towards large developments. Due to the minimum fees imposed by both programs, it may be more economical for the project to forego enrollment into a program and simply reimburse travel expenses based on the needs of each resident. For this option, residents could choose their method of commuting and keep track of all expenses (train passes, ridesharing, bus passes, etc.). Residents will need to provide appropriate documentation in order to request the reimbursement. The residents could then be reimbursed for transit or ridesharing commuting expenses.

Once the site is fully occupied and resident preferred commute modes are ascertained, it will be possible to determine what combination of transit program and reimbursement method would work best. This TDM plan would consider subsidizing their residents' transit expenses, to the amount required by the C/CAG, but also allows the flexibility to determine the best way of doing that based on actual usage patterns.

## Guaranteed Ride Home Program

An emergency ride home program provides residents with a free taxi ride or a 24-hour car rental in the case of an emergency. An Emergency Ride Home program guarantees that residents need not worry about being stranded at work without a car in the event of illness, family emergency, or unexpected overtime if they use transit, carpool, or vanpool. Commute.org provides a guaranteed ride home program for residents in San Mateo County. Commuters who use alternative modes of

transportation to get to work and need an emergency ride home can use any form of transportation to get home. Commute.org will reimburse people who commute to work in San Mateo County and have an emergency or qualifying circumstance via Tango Card, which can be redeemed for gift cards, or PayPal. Commuters can be reimbursed up to \$60, four times per calendar year.

## On-site Amenities

The project proposes to include on-site amenities. A fitness area and lounge/mail area would be provided at the southwest corner on the ground floor. There is also an amenity room at the northwest corner on the ground floor. The amenity room will be used for work from home spaces. The project also proposes to have a clubroom and pool on the 2<sup>nd</sup> floor, and a Wi-Fi lounge on the 3<sup>rd</sup> floor.

Other amenities adjacent to the project site include a dry cleaning store, restaurants, a market, and vision care.

## Partnership with the Alliance

Currently, there is no Transportation Management Agency (TMA) in San Carlos. The project will partner with the Peninsula Congestion Relief Alliance (commute.org) for ongoing support of the alternative commute programs described above. Free services provided by the Alliance may include:

- Rewards program for using carpool, vanpool, bicycling, walking and telecommuting
- Free on-site bicycle safety workshops
- Free transit tickets to try SamTrans, Caltrain, or San Francisco Ferry
- Guaranteed Ride Home Program

## TDM Plan Checklist Summary

As required by the San Carlos Municipal Code (Section 18.25.050.A), a checklist of the trip reduction measures for the proposed project is summarized in Table 3. The Municipal Code states that any combination of the measures listed in Section 18.25.040 can be used to meet the trip reduction requirement.

**Table 3**  
**TDM Plan Checklist Summary**

TDM Program	X = Included in the Proposed Project's TDM Plan
<b>Trip Reduction Measures from San Carlos Municipal Code (Section 18.25.040)</b>	
A . Passenger Loading Zones	X
B . Direct Route to Transit	X
C . Pedestrian Connections	X
D . Bicycle Connections	X
E . Land Dedication for Transit/Bus Shelter	
F . Long-Term Bicycle Parking	X
G . Short-Term Bicycle Parking	X
H . Free Preferential Carpool and Vanpool Parking	
I . Showers/Clothes Lockers	
J . Transportation Management Association (TMA)	X
K . Paid Parking at Prevalent Market Rates	
L . Alternative Commute Subsidies/Parking Cash Out	X
M . Carpool and Vanpool Ride-Matching Services	X
N . Guaranteed Ride Home	X
O . Shuttle Program	
P . Information Board/Kiosks	X
Q . Promotion Programs	X
R . Compressed Work Week	
S . Flextime	
T . On-Site Amenities	x
U . Telecommuting	
V . Other Measures	

## C/CAG TDM Requirement

The City/County Association of Governments (C/CAG) for San Mateo County has established trip reduction requirements for new development within the county. C/CAG separates new developments into small projects and large projects. Residential projects (Multi-Family) larger than 50 units (generating more than 500 average daily trips) are considered to be large projects. The proposed project is located 300 feet away from the SamTrans Route ECR bus stop. Therefore, the project qualifies as a transit-oriented development (TOD), which is defined as a project within 0.5 miles of a transit station or stop serving "high-quality" transit service. "High-quality" transit is defined as a rail station or a transit stop featuring bus service with 15-minute headways during the peak hours of 6-10 AM and 3-7 PM. The recommended vehicle trip reduction target for large residential (Multi-Family) projects that are transit oriented (TOD) is 25 percent.

To accomplish the reduction goal, C/CAG provides a list of potential TDM measures, some of which are required and some of which are optional. Each measure has an associated point value and reduction percentage. Based on the C/CAG TDM policy, the project must first fulfill all required measures prior to selecting a sufficient number of additional recommended measures to achieve the minimum 25 percent trip reduction.

As shown in the Appendix, the project will achieve the reduction goal of 25 percent with the TDM measures included in this plan. C/CAG requires the following for large residential projects:

- A TDM self-certification status form biennially for the first six (6) years after occupancy.

## 4.

# **TDM Implementation, Monitoring, and Reporting**

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The purpose of the TDM Plan is to reduce vehicle trips, parking demand, traffic congestion, and vehicle emissions generated by the proposed project. Per Section 18.25.080 of the City of San Carlos municipal code, regular monitoring will be necessary to ensure that the implemented TDM measures are effective and achieve the stated 20 percent trip reduction requirement. The program will be evaluated annually to assess the actual level of trip reduction achieved at the site.

### **Implementation**

The project applicant and Transportation Coordinator will be responsible for ensuring that the TDM Plan is implemented. The project applicant and Transportation Coordinator will provide the transportation information to all residents on site.

### **Monitoring**

Active monitoring will occur per the Municipal Code.

Consistent with common traffic engineering data collection principles, trip generation will be monitored annually by means of AM and PM commute hour driveway counts. The counts will be conducted between 7:00 AM and 9:00 AM and between 4:00 PM and 6:00 PM one day per year on a typical weekday (Tuesday, Wednesday, or Thursday) during the fall when school is in session. Mechanical tube counts, hand counts, or video counts may be used. The peak 60-minute period will be calculated for each two-hour traffic count period.

An annual resident survey will be conducted to determine resident transportation mode choice (i.e. drive alone, carpool, bus, Caltrain, etc.). This annual commuter survey will be formatted as a general survey including non-transportation questions (i.e. satisfaction with property management, activities, etc.) to increase the response rate.

The site Transportation Coordinator will work with an independent consultant to obtain traffic count data, implement the annual commuter surveys, and document the results in a TDM monitoring report. The annual monitoring report will be submitted to the City by the Transportation Coordinator. The data will be reviewed by the City to assess whether the goal of a 20% trip reduction is being met. This will be assessed by comparing the driveway counts to the trip targets of this TDM plan



report. Based on the trip generation estimates presented in Table 1, the driveway counts should show a maximum of 68 vehicle trips during the AM peak hour and 72 vehicle trips during the PM peak hours, respectively.

In addition to the annual monitoring reports, a five-year review will be conducted to evaluate the overall effectiveness of the TDM measures. If the City determines that the trip reduction goal is not being achieved, additional TDM measures may be implemented. Modifications to the TDM plan may include additional programs or substitute activities for achieving vehicle trip reductions. The annual TDM monitoring report will describe any planned modifications to the TDM program intended to ensure compliance with the trip reduction targets established for this project.

## **Appendix**

500+ ADT; ~50+ Units

### About this Form

Any new development project anticipated to generate at least 100 average daily trips is subject to the C/CAG TDM Policy and must complete a TDM Checklist and implement associated measures to mitigate traffic impacts. [Read more at ccagtdm.org](https://ccagtdm.org)


**Questions?**
[support@ccagtdm.org](mailto:support@ccagtdm.org)

### A

### Applicant Information

Project Address		Contact First and Last Name
11 El Camino Real		Richard Norris
Parcel Number	Application Date	Contact Phone Address
045-320-170 and 045-320-220	1/5/08 2/0/2/3/	(650)842-2411
Project Jurisdiction		Contact Email Address
City of San Carlos		morris@shapartments.com

### B Trip Reduction Target

Select one option based on your project's distance to high quality transit

Read more about high quality transit at [ccagtdm.org/high-quality-transit](https://ccagtdm.org/high-quality-transit)

Identify your project type

☒ TOD

Less than 1/2-mile from high quality transit service

**25% Trip Reduction Required**
☐ Transit Proximate

1/2 to 3 miles from high quality transit service

**35% Trip Reduction Required**
☐ Non-Transit Proximate

More than 3 miles from high quality transit service

**35% Trip Reduction Required**

### C

### Required Measures

You must select all measures that apply for your project type

[Click on each measure's title for more information](#)

Measure	Project Types	Percentage	Yes
1 <b><u>M2 – Orientation, Education, Promotional Programs and/or Materials</u></b> Offer new residents an orientation or education program or materials.	ALL	1%	<input checked="" type="checkbox"/>
2 <b><u>M3 – TDM Coordinator/Contact Person</u></b> Provide TDM coordinator/liaison for tenants. May be contracted through 3rd party provider, such as Commute.org.	ALL	0.5%	<input checked="" type="checkbox"/>
3 <b><u>M4 – Actively Participate in Commute.org or Transportation Management Association (TMA) Equivalent</u></b> Obtain certification of registration from Commute.org or equivalent TMA incorporation documents. Select only one based on Project Type	TOD & Non-transit Proximate	5%	<input checked="" type="checkbox"/>
	Transit Proximate	15%	<input type="checkbox"/>
4 <b><u>M6 – Transit or Ridesharing Passes/Subsidies</u></b> Offer tenants passes or subsidies for monthly public transit or ridesharing costs incurred, equivalent to 30% of value or \$50 – whichever is lower.	ALL	10%	<input checked="" type="checkbox"/>
5 <b><u>M8 – Secure Bicycle Storage</u></b> Comply with CalGREEN minimum bicycle parking requirements.	ALL	1%	<input checked="" type="checkbox"/>
6 <b><u>M9 – Design Streets to Encourage Bike/Ped Access</u></b> Design adjacent streets or roadways to facilitate multimodal travel.	ALL	1%	<input checked="" type="checkbox"/>
7	<b>Total from Required Measures</b> Sum percentages from each selected measure from rows 1–6		18.5%

Form Continues on Page 2 →

### D Additional Recommended

Select enough to meet the trip reduction target from section B

Click on each measure's title for more information

Measure	Project Types	Percentage	Yes
8 <b>M5 – Carpool or Vanpool Program</b> Establish carpool/vanpool program for tenants and register program with Commute.org.	ALL	2%	<input type="checkbox"/>
9 <b>M10 – Delivery Amenities</b> Offer delivery amenities, including dedicated receipt and storage areas, to reduce need for multiple trips to conduct similar business.	ALL	1%	<input checked="" type="checkbox"/>
10 <b>M11 – Family-supportive Amenities</b> On-site secure storage of personal car seats, strollers, cargo bicycles, or other large bicycles. Property owners can also provide shared building equipment, such as shopping carts or cargo bicycles for check out by residents.	ALL	3%	<input checked="" type="checkbox"/>
11 <b>M14 – Paid Parking at Market Rate</b> Offer hourly/daily parking rates proportional to monthly rate or equivalent to cost of transit fare.	ALL	25%	<input type="checkbox"/>
12 <b>M15 – Reduced Parking</b> Provide off-street parking at least 10% below locally-required minimums, or else below the locally-permitted parking maximums. Consideration may be required of potential spillover parking into surrounding areas.	ALL	10%	<input type="checkbox"/>
13 <b>M17 – Developer TDM Fee/TDM Fund</b> Voluntary impact fee payment on a per unit or square footage basis, to fund the implementation of TDM programs.	ALL	4%	<input type="checkbox"/>
14 <b>M18 – Car Share On-Site</b> Provide on-site car share or vehicle fleets.	ALL	1%	<input type="checkbox"/>
15 <b>M19 – Land Dedication or Capital Improvements for Transit</b> Contribute space on, or adjacent to, the project site for transit improvements. Select one or more	Bus Pullout Space 1% <input type="checkbox"/> Bus Shelter 1% <input type="checkbox"/> Visual/Electrical Improvements (i.e., Lighting, Signage) 1% <input type="checkbox"/> Other (i.e., Micromobility Parking Zone, TNC Loading Zone) 1% <input type="checkbox"/>	ALL → <input type="text" value="7.5"/> % Total percentages selected	<input type="checkbox"/>
16 <b>M20 – Shuttle Program/Shuttle Consortium/Fund Transit Service</b> Establish a shuttle service to regional transit hubs or commercial centers. Shuttle service should be provided free of charge to employees and guests.	Non-transit Proximate	10%	<input type="checkbox"/>
17 <b>M21 – Bike/Scooter Share On-Site</b> Allocate space for bike/scooter share parking.	All	1%	<input type="checkbox"/>
18 <b>M22 – Active Transportation Subsidies</b> Offer biking/walking incentives to tenants, such as gift card/product raffles.	All	2%	<input type="checkbox"/>
19 <b>M23 – Gap Closure</b> Construct or enhance quality of biking and walking facilities to/from site to existing trails, bikeways, and/or adjacent streets.	All	7%	<input type="checkbox"/>
20 <b>M24 – Bike Repair Station</b> Offer on-site bike repair space/tools in visible, secure area.	All	0.5%	<input checked="" type="checkbox"/>
21 <b>M26 – Pedestrian Oriented Uses &amp; Amenities on Ground Floor</b> Provide on-site, visible amenities to tenants and guests, such as cafes, gyms, childcare, retail.	All	3%	<input checked="" type="checkbox"/>
22	<b>Total from Additional Measures</b> Sum percentages from each selected measure from rows 8 – 21		<input type="text" value="7.5"/> %

### E Project Totals

Percentage from Required Measures  
 Section C Row 7

18.5%

+

Percentage from Additional Measures  
 Section D Row 22

7.5%

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Total Percentage from all Selected Measures  
 Sum of required and additional measures

26%

Trip Reduction Target  
 Copy from Section B

25%

Total Percentage from all selected measures must be greater than or equal to Trip Reduction Target

### F Submit Checklist



See [ccagtdm.org/submission](https://ccagtdm.org/submission) for how to submit this form.

### Questions?



Email Us  
[support@ccagtdm.org](mailto:support@ccagtdm.org)



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