



Countywide TDM Policy Monitoring Program

Presentation to C/CAG CMP TAC by

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Commute.org

Purpose

- Mitigate adverse traffic impacts on the CMP Network* stemming from land development
- Establish community standards for consistent, system-wide review of development-related transportation impacts

The updated policy is intended to:

- Reflect current TDM best practices
- Set performance targets
- Standardize monitoring and reporting requirements

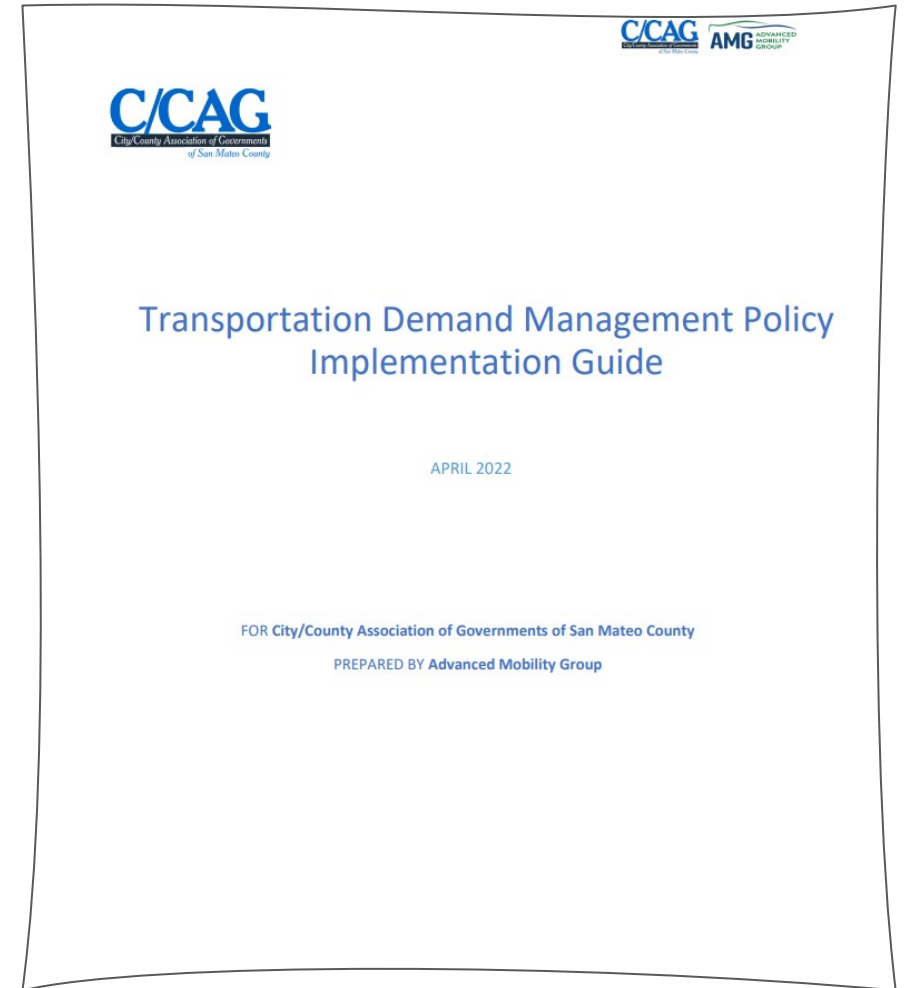


**Formally Chapter 6: Land Impact Analysis Program within the [San Mateo County Comprehensive Management Program \(CMP\)](#)*

C/CAG TDM Policy Overview

Effective January 1, 2022, new developments in SMC with **100+ Average Daily Trips*** (ADT) must:

1. Submit a TDM Checklist to the city staff
2. Commit to ongoing monitoring and reporting



**Only count employee ADT for restaurant and retail uses*

Who Must Comply?



All SMC jurisdictions must comply unless expressly exempted by C/CAG.

Exemption Process

1. Determine that local policy has \geq trip reduction impact than C/CAG's
2. Submit formal request to C/CAG along with supporting documentation
3. Notify C/CAG of new projects with 100+ ADT even if exempted

Sample Checklist

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](#)

Questions?
support@ccagtdm.org

A Applicant Information

Project Address		Contact First and Last Name
Parcel Number		Contact Phone Address
Application Date	Project Jurisdiction	
Contact Email Address		

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](#)

Identify your project type

<input type="checkbox"/> TOD Less than 1/2-mile from high quality transit service 25% Trip Reduction Required	<input type="checkbox"/> Transit Proximate 1/2 to 3 miles from high quality transit service 35% Trip Reduction Required	<input type="checkbox"/> Non-Transit Proximate More than 3 miles from high quality transit service 35% Trip Reduction Required
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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
M1 - Free/Preferential Parking for Carpools Provide free or preferential parking, including reserved spaces or spaces near an entrance or other desirable location, to incentivize ridesharing.	ALL	1%	<input type="checkbox"/>
M3 - TDM Coordinator/Contact Person Provide TDM coordinator/liaison for tenants. May be contracted through 3rd party provider, such as Commute.org.	ALL	0.5%	<input type="checkbox"/>
M4 - Actively Participate in Commute.org or Transportation Management Association (TMA) Equivalent Obtain certification of registration from Commute.org or equivalent TMA incorporation documents. Select only one based on Project Type	TOD & Non-transit Proximate	6.5%	<input type="checkbox"/>
M5 - Carpool or Vanpool Program Establish carpool/vanpool program for tenants and register program with Commute.org.	Transit Proximate	16.5%	<input type="checkbox"/>
M6 - Transit or Ridesharing Passes/Subsidies 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 type="checkbox"/>
M7 - Pre-Tax Transportation Benefits Offer option for tenants to participate in a pre-tax transit program to encourage the use of sustainable transportation modes and leverage pre-tax income to pay for commute trip costs.	ALL	1%	<input type="checkbox"/>
M8 - Secure Bicycle Storage Comply with CalGREEN minimum bicycle parking requirements.	ALL	1%	<input type="checkbox"/>
M9 - Design Streets to Encourage Bike/Ped Access Design adjacent streets or roadways to facilitate multimodal travel.	ALL	1%	<input type="checkbox"/>
M25 - Showers, Lockers, and Changing Rooms for Cyclists These amenities serve as end of trip facilities for employees arriving by bike or other active transportation forms.	ALL	2%	<input type="checkbox"/>
Total from Required Measures Sum percentages from each selected measure from rows 1-9			<input type="text"/>

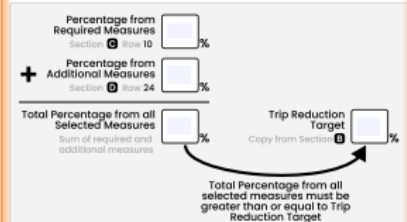
Form Continues on Page 2 →

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
M12 - Flex Time, Compressed Work Week, Telecommute Flex time allows employees some flexibility in their daily work schedules. Compressed work week allows employees to work fewer but longer days. Telecommuting functions similarly, allowing employees to work from home rather than the office, reducing vehicle travel on the days they work remotely.	ALL	5%	<input type="checkbox"/>
M14 - Paid Parking at Market Rate Offer hourly/daily parking rates proportional to monthly rate or equivalent to cost of transit fare.	ALL	25%	<input type="checkbox"/>
M15 - Reduced Parking 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"/>
M16 - Short-Term Daily Parking Offer daily or hourly parking rates that are proportional to the monthly rate or approximately the cost of a transit fare.	ALL	2%	<input type="checkbox"/>
M17 - Developer TDM Fee/TDM Fund Voluntary impact fee payment on a per unit or square footage basis, to fund the implementation of TDM programs.	ALL	4%	<input type="checkbox"/>
M18 - Car Share On-Site Provide on-site car share or vehicle fleets.	ALL	1%	<input type="checkbox"/>
M19 - Land Dedication or Capital Improvements for Transit Contribute space on, or adjacent to, the project site for transit improvements. Select one or more	Bus Pullout Space Bus Shelter Visual/Electrical Improvements (i.e., Lighting, Signage) Other (i.e., Micromobility Parking Zone, TNC Loading Zone)	1% 1% 1% 1%	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
M20 - Shuttle Program/Shuttle Consortium/Fund Transit Service 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"/>
M21 - Bike/Scooter Share On-Site Allocate space for bike/scooter share parking.	ALL	1%	<input type="checkbox"/>
M22 - Active Transportation Subsidies Offer biking/walking incentives to tenants, such as gift card/product raffles.	ALL	2%	<input type="checkbox"/>
M23 - Gap Closure 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"/>
M24 - Bike Repair Station Offer on-site bike repair space/tools in visible, secure area.	ALL	0.5%	<input type="checkbox"/>
M26 - Pedestrian Oriented Uses & Amenities on Ground Floor Provide on-site, visible amenities to tenants and guests, such as cafes, gyms, childcare, retail.	ALL	3%	<input type="checkbox"/>
Total from Additional Measures Sum percentages from each selected measure from rows 11 - 23			<input type="text"/>

E Project Totals



F Submit Checklist

See ccagtdm.org/submit for how to submit this form.

Questions?

Email Us
support@ccagtdm.org

Visit Our Website
ccagtdm.org

Checklist Submission Process

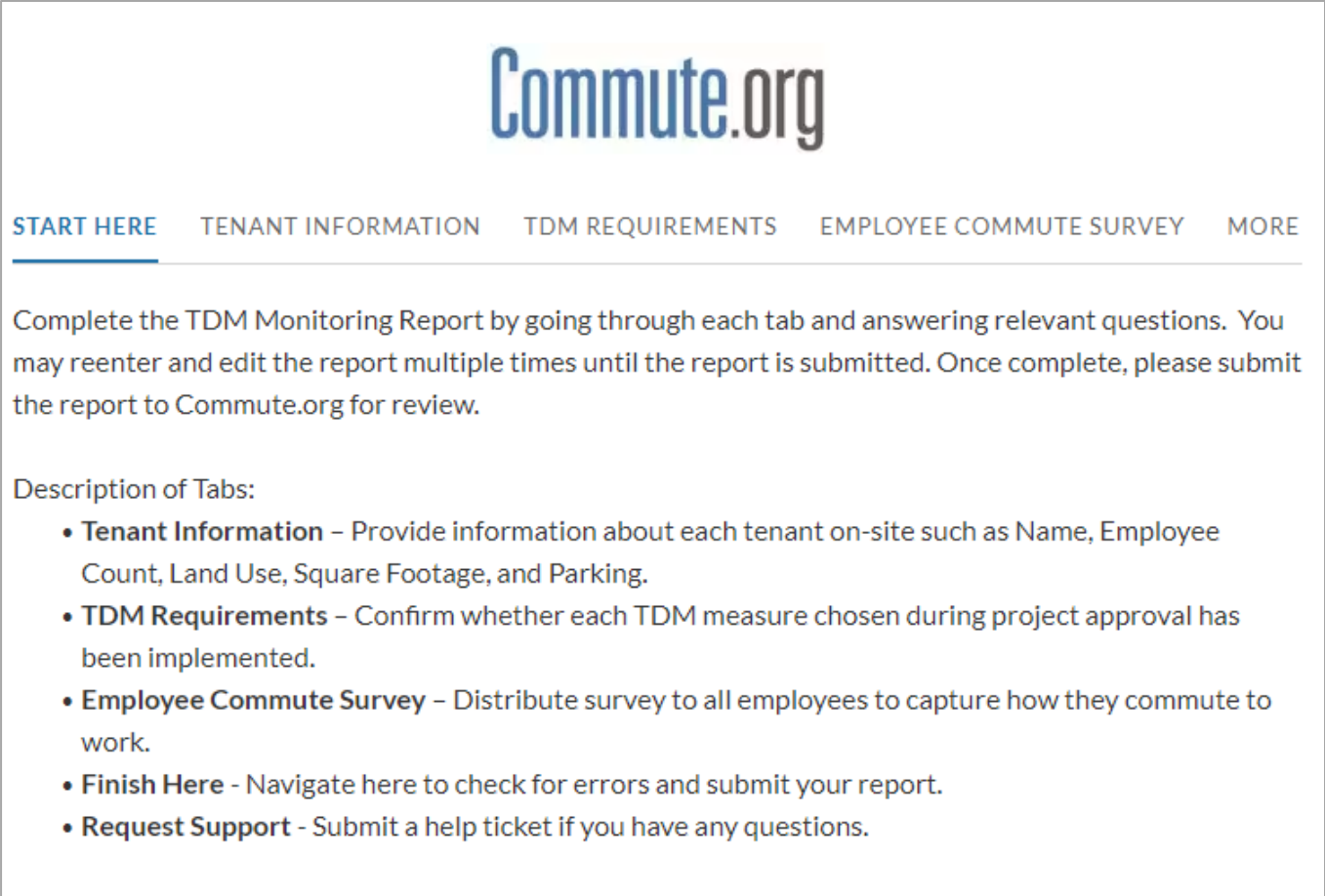
1. Developer submits TDM checklist to the jurisdiction alongside development application
2. Jurisdiction staff verifies accuracy and completeness
3. Jurisdiction staff provides COA
4. Jurisdiction staff forwards approved checklist to C/CAG at submissions@ccagtdm.org
5. C/CAG shares checklist with Commute.org for monitoring & reporting



**Commute.org available for TDM guidance*

Monitoring & Reporting Process

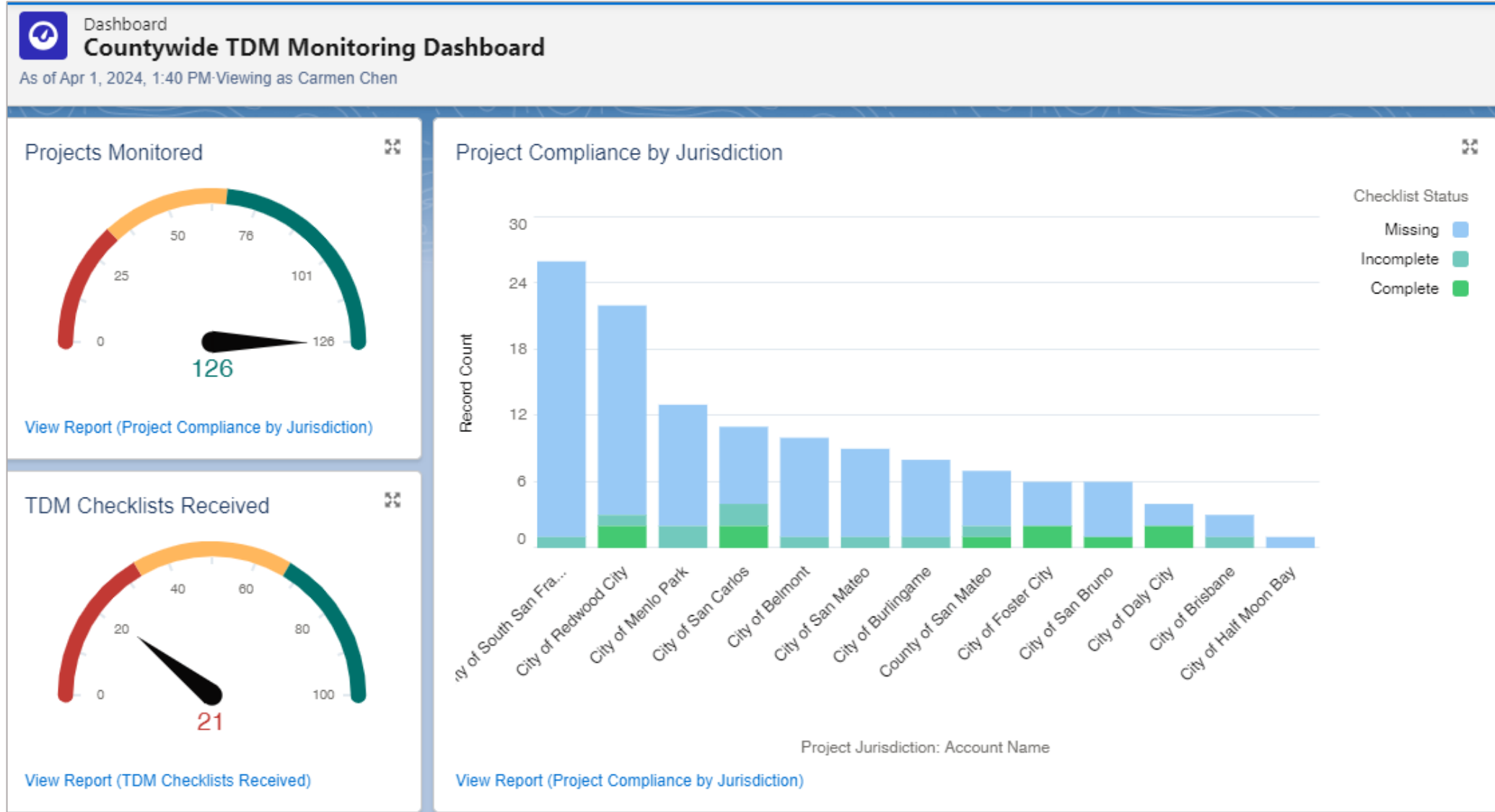
1. Commute.org distributes **biennial monitoring form** to project two years after Certificate of Occupancy
2. Commute.org and jurisdiction staff review and analyze survey responses
3. Jurisdiction staff enforces COA for non-compliance



The screenshot displays the Commute.org website. At the top center is the logo "Commute.org". Below the logo is a horizontal navigation bar with five tabs: "START HERE" (which is underlined), "TENANT INFORMATION", "TDM REQUIREMENTS", "EMPLOYEE COMMUTE SURVEY", and "MORE". Below the navigation bar, there is a paragraph of text: "Complete the TDM Monitoring Report by going through each tab and answering relevant questions. You may reenter and edit the report multiple times until the report is submitted. Once complete, please submit the report to Commute.org for review." Below this text is a section titled "Description of Tabs:" followed by a bulleted list of five items: "• **Tenant Information** - Provide information about each tenant on-site such as Name, Employee Count, Land Use, Square Footage, and Parking.", "• **TDM Requirements** - Confirm whether each TDM measure chosen during project approval has been implemented.", "• **Employee Commute Survey** - Distribute survey to all employees to capture how they commute to work.", "• **Finish Here** - Navigate here to check for errors and submit your report.", and "• **Request Support** - Submit a help ticket if you have any questions."

Countywide TDM Policy Monitoring Program


Project Compliance





Countywide TDM Policy Monitoring Program



Platform Launch

- Test users
 - County of San Mateo
 - East Palo Alto
 - San Bruno
 - San Carlos
- Each jurisdiction allocated one login credential
- Schedule 45-min onboarding [here](#)

Commute.org  Summer Burlison

Home Projects Monitoring Reports Ask a Question

Jurisdiction View  

10 items • Sorted by Checklist Status • Filtered by All project • Updated a few seconds ago  

	Project ID	Exempt	Project Name	Address	Primary Land...	Secondary...	Checklist Sta...	Checklist Notes	Project Status	Last Modified Dat
1	TDM-00041	<input type="checkbox"/>	Cypress Point	Carlos & Sierra St Moss Beach, CA 94038	Residential		Complete		Under Review	3/27/2024, 6:00 PI
2	TDM-00087	<input type="checkbox"/>	Sequoia Avenue Condo Subdivision	206 Sequoia Avenue Redwood City, 94061	Residential		Incomplete	County notified developer to address missing...	Under Review	3/27/2024, 6:00 PI
3	TDM-00011	<input checked="" type="checkbox"/>	Sunrise Senior Living	1 East Selby Lane Redwood City, CA 94063	Hospital		Missing		Built	3/27/2024, 6:00 PI
4	TDM-00076	<input type="checkbox"/>	R&D Building	2610 Bay Road North Fair Oaks, CA 94063	Research & Development		Missing		Under Review	3/27/2024, 6:00 PI
5	TDM-00077	<input type="checkbox"/>	51 Unit Senior Affordable Housing	2809 El Camino Real Redwood City, CA 94061	Residential		Missing		Under Review	3/27/2024, 6:00 PI
6	TDM-00078	<input type="checkbox"/>	Sportshouse/Synapse School Expansion	3151 Edison Way Redwood City, CA 94063	K-12 School		Missing		Unknown	3/27/2024, 6:00 PI
7	TDM-00086	<input type="checkbox"/>	2567 El Camino Real Hotel	2567 El Camino Real North Fair Oaks, 94061	Hotel		Missing		Under Review	3/27/2024, 6:00 PI
8	TDM-00187	<input type="checkbox"/>	Summer Burlison_SMC	2700 Middlefield Road Redwood City, CA...	Residential	Childcare	Missing		Approved	3/27/2024, 6:00 PI

Resources

- [Policy Website](#)
- [TDM Policy Implementation Guide](#)
- [TDM Checklists](#)
- [Commute.org Certified Development Program](#)

C/CAG TDM Program Home About Checklist Measures FAQ

About the TDM Program

C/CAG is responsible for overseeing the San Mateo Congestion Management Program (CMP), which includes the Land Use Impact Analysis Program Policy, also known as the "TDM Policy". As of January 1, 2022, new policy requirements come into effect. This web page provides relevant guidance to C/CAG member jurisdictions.

[Read More >](#)

Commute.org Home Shuttles Rewards Resources STAR login About

Certified Development Program

A program designed to assist developers in San Mateo County with their TDM requirements

The *Certified Development Program* is designed to provide developers with projects in San Mateo County with a formal certification of their active participation on Commute.org programs and services. Active participation may be a requirement for developments that are subject to the C/CAG Countywide TDM Policy and may also be a TDM requirement imposed on developers by jurisdictions that are not subject to the C/CAG policy. The goal of the program is to provide developers access to a set of TDM programs and services that can be integrated into the other tools they will use to reduce VMT and trip counts to new developments in San Mateo County.

- Program Overview
- Certification Process
- Requirements for Active Participation
- Resources
- FAQ

Contact Us

Commute.org

TDMpolicy@commute.org

C/CAG
City/County Association of Governments
of San Mateo County

support@ccagtdm.org