



Zoning Text Amendment #2022-00012

Issue: Public hearing and consideration of (1) a Text Amendment to the Zoning Ordinance to add Sections 11-715 relating to Transportation Management Plans and (2) a Transportation Management Program (TMP) Policy.	Planning Commission Hearing:	December 6, 2022 March 30, 2023
	City Council Hearing:	December 17, 2022 April 15, 2023
Staff: Katie North, Division Chief, Transportation and Environmental Services Hillary Orr, Deputy Director Transportation and Environmental Services Rob Kerns, Division Chief, Planning and Zoning Christina Brown, Deputy City Attorney		
<p><u>PLANNING COMMISSION ACTION, MARCH 30, 2023:</u> On a motion by Commissioner Lyle, seconded by Vice Chair McMahon, the Planning Commission voted to initiate Zoning Text Amendment #2022-00012. The motion carried on a vote of 6-0, with Commissioner Ramirez absent.</p> <p>On a motion by Commissioner Lyle, seconded by Vice Chair McMahon, the Planning Commission voted to recommend approval of Zoning Text Amendment #2022-00012. The motion carried on a vote of 6-0, with Commissioner Ramirez absent.</p> <p><u>Reason:</u> The Planning Commission was supportive of the changes to the policy that had been made since the meeting in December and appreciated the additional response to their comments and outreach to existing TMPs. Commissioner Lyle asked staff to coordinate with Paradigm prior to the Council hearing to address their questions about the proposal. Vice Chair McMahon encouraged staff to think strategically about how to use the funding, noting that there would be pressure to implement something physical with the funding, but there are other non-construction TDM strategies that could be more effective in encourage changes to travel behavior.</p> <p><u>Speakers:</u> Morgan Babcock, with the Carlyle Community Council, submitted a letter with comments, but noted the improvements to the policy since December. She commented on the assessment rates included in the policy and stated that Carlyle is currently assessed at a much lower rate for commercial uses and opting into the new Policy would be a significant financial increase for their TMP.</p>		



Zoning Text Amendment #2022-00012

Kelly Rim, representing Paradigm, noted that Paradigm had just learned of these changes and asked the Commission to consider delaying action on this item until more outreach had been done and they had a chance to review the proposal.

PLANNING COMMISSION ACTION, DECEMBER 6, 2022: On a Motion by Commissioner Lyle, seconded by Commissioner McMahon, the Planning Commission voted to defer Zoning Text Amendment 2022-00012. The motion carried on a vote of 7 to 0.

Reason: The Planning Commission was supportive of the changes for new development but had several questions about how the Policy would be applied to new development. The Commission noted they would provide staff with specific questions to address.

Speakers:

Morgan Babcock with the Carlyle Community Council expressed concern about the updated Policy and how it would apply to existing developments with TMPs, such as Carlyle. She noted there were still many questions about the proposal that had not been addressed.

I. Issue

The current Transportation Management Program (TMP) requirements have been in place for more than 30 years, and the structure of the program is no longer effectively meeting the intent of the program. The proposed process improvements will benefit both the City and the development community and enable more effective measurement of the program.

The purpose of this Text Amendment is to make changes to the TMP requirements outlined in the Zoning Ordinance (Attachment 1). The proposed changes would eliminate the requirement for a Special Use Permit (SUP) and instead adopt the TMP Policy (Attachment 2). This policy will establish expectations for transportation management from new development, similar to the existing Green Building and Affordable Housing policies.

The proposed TMP Policy restructures the program for increased efficiencies including:

- Removing the requirement for a separate SUP;
- Shifting burden from the developments to manage funds, implement improvements, survey residents and provide annual reports to the City by requiring all but the largest developments to pay into a GO Alex Fund at a reduced rate, which is managed by the City;
- Providing payment options and incentives to developers for front loading payments, building transportation improvements on site, and locating in an enhanced transit area;
- Ending the funding obligation after 30 years; and
- Having the City manage the evaluation and survey process to determine the effectiveness of meeting mode split goals and reducing single occupancy vehicle (SOV) trips.

In addition, the text amendment would allow properties with an existing TMP SUP to opt into the new policy framework through an administrative change.

Staff has updated the proposed TMP Policy to respond to comments from the Planning Commission, existing TMP Coordinators, and the development community. Attachment 3 provides a response to specific questions from the Planning Commission and how the Policy has been updated. This staff report has been updated to reflect the current Policy proposal.

II. Background

The TMP requirement has been in place since 1987 and is codified in the City's Zoning Ordinance under Section 11-700. Despite minor changes over the years, the basic requirements have remained the same. Developments above a certain threshold apply for an SUP to develop and administer a TMP, which runs concurrently with the Development Special Use Permit (DSUP). TMPs often outline specific transportation requirements a development must carry out, such as offering an incentive program or shuttle bus to Metrorail. The TMP SUP also requires the development to survey residents about travel patterns and report results, fund uses, and balances to the City annually. Developments fund their individual TMPs through an annual contribution into an account they manage and oversee.

A Zoning Ordinance change in 2014 standardized annual rates, lowered the threshold for when a TMP is required, and established updated development tiers for TMPs. The smallest developments

are in Tier 1 and pay into the City-managed Go Alex Fund. Large developments are Tier 3 and manage their own funds. Medium size development is considered Tier 2 and could choose either option. To date, seven developments participate in the City-managed program, which has a fund balance of approximately \$200,000.

The City currently has over 100 active TMPs. The majority of the TMPs are less than 10 years old, which is partially due to the 2014 amendment that lowered the TMP threshold. However, there are a handful of TMPs that are approaching the 30-year mark which would be eligible to end payments into the TMP fund if they were to opt into the new policy.

An update to the TMP requirements is necessary for several reasons including:

- Developers negotiate the terms of the TMP SUP but are often not involved in the implementation and management of the program.
- Administration of TMPs typically falls on property management, who often lack tools, expertise, and time to implement and oversee an effective TMP.
- Too many TMPs are doing different things with varying degrees of success, and many are not compliant with the requirements, including spending and reporting.
- Compliance is low because penalties are nominal. For example, TMPs created before 2014 only receive a \$50 fine for noncompliance.
- It is difficult to measure the success of TMPs since the surveys used to evaluate travel behaviors are administered by each TMP, and the data is unreliable due to low response rates.
- TMPs often accrue funds faster than they can be spent.
- It is administratively time-consuming for staff to coordinate with over 100 different TMP Coordinators that are frequently changing and have different levels of expertise.

Development of the proposed policy included a review of other programs in the region (Attachment 4), and interdepartmental work group, discussions with key developers and NAIOP and current TMP Coordinators as well as feedback from Transportation and Planning Commissioners. The currently proposed amendment and Policy bring TMP requirements in line with other communities and addresses many of the concerns brought forth during this process.

III. Discussion of Proposed Text Changes

In addition to the adoption of the new policy, there are two changes to the Zoning Ordinance that are required to implement the proposed process:

1. Section 11-704: Eliminates the requirement for an SUP for all DSUP applicants after July 1, 2023. Instead, applicants would follow the TMP Policy which will be referenced in the DSUP conditions of approval.
2. Section 11-715: Adds a new section that establishes an administrative process for existing TMP SUPs to amend their SUPs to follow the TMP Policy instead.

The new Section 11-715 is an important amendment that will allow existing developments with TMPs to benefit from the new policy requirements. Typically, amendments to SUPs must be approved by Council. This new section of the Zoning Ordinance establishes an administrative

process where the Director of Transportation and Environmental Services can allow an existing TMP SUPs to be governed by the new policy. Staff will have an application process and ensure that existing TMPs fulfill conditions, such as paying outstanding TMP balances and providing multiple points of contacts.

The remainder of Section 11-700 would still be in place but would only apply to TMP SUPs with an application date before July 1, 2023 that did not opt to administratively amend their TMP SUP to follow the new policy.

IV. Discussion of Policy

The Proposed TMP Policy will change how TMPs are administered. Some of the most important changes are highlighted below:

Change in Program Administration

The primary change to the TMP is developments with existing TMP requirements could now pay into the City managed GO Alex fund, instead of managing their own funds. The City would use this money to make investments into transportation projects and programs that advance the strategies of the Alexandria Multimodal Plan (AMP) and other city goals such as reducing the rate of SOV trips. One benefit of this change is that the fund achieves economies of scale that individual TMP funds cannot. There are currently over a hundred separate funds, each of which have different programs to administer with varying levels of available funding. By combining funding into one City-managed fund, the funding can be used more effectively.

Additionally, the City proposes spending some of the funding on transportation projects that also have a broader City impact. While all projects are intended to offset the impact of SOV trips that new development creates, the City will have a targeted list of city-wide and planning area specific projects jointly developed with stakeholders and the reviewed annually with the Transportation Commission.

Changes to Allowed Land Uses

The policy proposes to modify the land uses subject to TMP requirements. Commercial combines office, retail, laboratory, and academic space into one category. Industrial is no longer included because the majority of trips generated by this land use are freight uses, which should be addressed through a separate policy, if needed. The residential and hotel thresholds for participation remain similar to the existing TMP requirements in the Zoning Ordinance.

Payment and Credit Structure

With the proposed update, TMP requirements ends after 30 years, as opposed to lasting forever under the current requirements. This aligns with best practices for TDM ordinances elsewhere and acknowledges that very little meaningful change to travel behavior occurs after a development exists for 30 years.

Additionally, the Policy also establishes several credits that can be achieved to reduce the amount a development is required to pay.

1. Participation in the City Managed TMP – The policy proposes a 5% credit for participating in the Citywide TMP. This was intended to encourage developers to participate in the City-managed program which will allow for easier coordination of funding for projects.
2. Building within an Enhanced Transit Area (ETA) – Recognizing that developing in areas well served by transit has huge implications on the success of a TMP program, staff proposed a 15% credit for developing within an ETA. An ETA is a defined area that has access to high-capacity transit services as shown on a map as described in Zoning Ordinance Section 2-142.1. This is similar to the existing credit in the Zoning Ordinance for building near transit, which is based on proximity to a Metrorail or bus rapid transit station entrance. However, using the ETA expands eligible areas for this credit and ties the policy to the parking requirements in the Zoning Ordinance that require less parking in these areas. There was discussion of linking TMP payments to parking built since the amount of parking at a development has significant impact on the number of SOV trips. However, linking parking more closely with TMPs would likely require additional coordination with the City’s parking standards and changes to the Zoning Ordinance, which was outside the scope of this Policy. Instead, staff recommends the 15% credit referencing the ETA.
3. Capital Improvements – Staff proposes allowing up to 25% of the value of capital transportation improvements to offset the total TMP obligation, so long as those improvements are listed on the site plan. Eligible improvements are listed in Attachment B of the TMP Policy (Attachment 2) and could include enhancements such as bikeshare stations or bus stop amenities. The total GO Alex Fund payment can be reduced by 25% of the value of these improvements, up to 25% of the total contribution.
4. Payment Plans – Earlier payment is helpful since it reduces the number of TMPs to invoice and coordinate with. It also allows for better budgeting and project planning for the GO Alex Fund. To incentivize early payment, staff proposes two credits that would reduce the overall TMP obligation.
 - a. Up-Front Payment – The current value of 30 annual payments is reduced by 35% if a development makes the entire payment prior to issuance of the certificate of occupancy. The development may also exercise this option at a future date at the then current rate for the payments, with the lump sum and discount prorated to future years. Under this option, the TMP funding requirement is fully satisfied upon payment.
 - b. Partial Up-Front Payment – The current value of 30 annual payments is reduced by 25% if the development makes a partial upfront payment. Under this option, a quarter of the total reduced payment is required prior to the issuance of the certificate of occupancy. The remainder of the TMP obligation will be split into five payments made annually for the next five years.

This credit will likely be more attractive to smaller developments who wish to satisfy their TMP requirements early. Larger developments would have larger sums to pay, even with the credit, and would likely prefer to amortize the payments over thirty years to finance with future rents and assessments, even with the annual adjustment for consumer price index (CPI). The below table illustrates this point. While a residential development of 20 units would pay just under \$40,000 for an upfront payment, a 200-unit building would pay \$393,000. Rate requirements can be viewed in the TMP Policy in Attachment 2.

	Annual Payment	30 Year Cumulative Annual Payments (without adjusting for inflation)	Total Up-Front Payment after 35% credit
20 unit	\$2,015	\$60,468	\$39,304
200 unit	\$20,156	\$604,680	\$393,042

GO Alex Fund

The City's GO Alex fund will pay for transportation improvements to address the impacts created by the proposed developments, reduce SOV trips, and increase multimodal access and options. The fund will be used to pay for various transportation projects and programs across the City and in specific neighborhoods. Depending on the fund balance and number of projects to be implemented, staff time to manage and implement these projects could be paid for from the Go Alex fund. Staff will review and receive input on the budget and annual work plan with the Transportation Commission. The annual work plan will provide a breakdown of funds contributed, half of which can go toward Citywide projects and programs and half of which needs to pay for targeted improvements near the contributing development.

Citywide Transportation Projects and Programs – 50%

Half of the funding will be used for Citywide transportation projects and programs aimed at lowering SOV trips across the City or specific neighborhoods. Staff will use the Alexandria Mobility Plan (AMP) and the Long Range Plan, which is a compilation of unfunded projects previously approved through Small Area Plans and other adopted documents, as a guiding document for these Citywide projects and programs. Projects that affect the entire City have a greater impact on SOV rates, including those generated by each development. Examples include bus infrastructure and operations, Capital Bikeshare infrastructure and operations, marketing for public transportation (e.g. Metro, DASH, VRE, bikeshare, etc.), incentive programs to try/use transit, and memberships for mobility options (e.g. bikeshare or scooters).

Neighborhood Projects and Programs – 50%

The other half of the funding will be used for projects and programs within the specific Small Area Plan boundaries where the development has occurred. Staff will consider unfunded projects in the Transportation chapters of the individual Small Area Plans or the AMP. Additionally, owners can work with staff to propose transportation projects if they were not built as part of their development and will reduce SOV trips. Examples include widening sidewalks, Capital Bikeshare stations and bikes and operating fees for those stations, or bus stop and shelter amenities and improvements. Building-specific requests from contributing developments can also be accommodated with a

portion of this funding (e.g. Smarttrip cards for residents, TransitScreen annual fees, bikeshare memberships for employees, etc.). The funding will also be used to conduct assessments, collect data and help determine if the new developments are meeting their assumed mode split goals.

Evaluation

Another key change resulting from the proposed policy is that the City will manage the evaluation of the TMP rather than individual TMP coordinators, who are currently required to administer surveys. These TMP coordinators usually do not have a background in administering surveys, there is a lot of variation in how the data is collected, and response rates are typically low. City oversight and management provides a consistent approach to measuring mode split through intercept surveys, standard data collection or measurement software. The City will measure each development at least once every three years.

Developments will be evaluated against the mode split goals assumed through their traffic study. For developments that did not trigger a traffic study during the approval process, staff will use SOV data from a variety of sources to establish appropriate SOV mode split goals for these developments. These sources could include the Metropolitan Washington Council of Government's State of the Commute reports, the City's biannual AlexMoves survey, or other surveys or reports that become available. Staff recognizes that SOV targets to measure TMPs against need to be adjusted over time to continue progress in reducing SOV trips.

Self-Managed TMPs

Larger developments often maintain a transportation program of their own. For instance, Carlyle Community Council runs a comprehensive transportation program with shuttle buses, transit incentives, and marketing. The new policy would permit developments to manage their own TMP if they have either more than 500,000 square feet of commercial space or more than 300 dwelling units. If a development does not meet the size criteria for self-management, the policy allows them to become a self-managed TMP if they meet certain SOV mode split targets. Furthermore, City will take over management if they fail to meet these targets.

Existing TMPs

Existing developments with a TMP may choose to opt into the new policy through an administrative process allowed by the Zoning Ordinance text amendment. Staff will work with interested developments to help them understand what is required to opt in, which includes a current accounting of their fund balance, designated points of contacts, an understanding to SOV trip goals, what their new TMP rate would be, and when their 30-year payment requirement would end. For communities with existing shuttle requirements, additional data and outreach related to shuttles will need to be required prior to approval. While staff believes this option will be of interest to many existing TMPs, it is not required and existing TMPs can continue to operate under their existing approvals.

Fiscal Impact of the Policy

The City anticipates total annual funds from existing TMPs that convert to the Citywide program to be between \$750,000 and \$1.5 million in the first year. These figures are based on the TMP funding assessed in FY22, the last year from which full data is available. The lower estimate

assumes half of the existing TMPs will convert to the Citywide program and comply, while the latter assumes all TMPs convert and are in full compliance with payments.

As TMPs reach the end of their 30-year obligation, funding from existing TMPs will continue to decrease. However, new developments will come online and provide an additional revenue stream for the GO Alex Fund which will offset the funding lost from TMPs that expire. Staff conservatively estimates annual contributions of \$500,000 to \$1 million in future years taking into account TMPs that are older than 30 years and new development paying into the fund. This figure could fluctuate based on the number and size of new developments that are approved each year. The current Go Alex fund balance from existing Tier 1 TMPs is approximately \$200,000.

V. Recommendation

Staff recommends that the Zoning Text Amendment, contained in Attachment 1, be initiated and recommends approval of the attached Zoning Ordinance text changes. Staff recommends that the Zoning Text Amendment, contained in Attachment 1, be initiated and recommends approval of the attached Zoning Ordinance text changes. Staff also recommend approval of the new TMP Policy, contained in Attachment 2. Staff also recommend approval of the new TMP Policy, contained in Attachment 2.

Staff:

Christina Zechman Brown, Deputy City Attorney

Hillary Orr, Deputy Director, T&ES

Rob Kerns, Division Chief, Planning and Zoning

Katie North, Division Chief, Mobility Services, T&ES

Thomas Hamed, TDM Coordinator, Mobility Services, T&ES (Previous Staff)

Attachments:

1. Proposed Zoning Ordinance Amendment
2. Proposed Policy
3. Response to Planning Commission Questions
4. TDM Ordinances from Peer Jurisdictions

ATTACHMENT 1 -- PROPOSED ZONING ORDINANCE TEXT CHANGES

Section 11-704 - Application of TMP program to development; required participation.

Until July 1, 2023, Each development for which a site plan is required pursuant to section 11-400 of this ordinance may be required to obtain approval of a TMP SUP, depending on its development tier and the requirements for participation outlined in this section 11-704.

Section 11-715 -- Administrative amendment of TMP SUP.

(A) For all special use permits approved prior to July 1, 2023, the Director of Transportation and Environmental Services is authorized to establish policies and procedures for applications to amend TMP SUPs, to allow TMP SUPs to be governed by the TMP policy adopted by council.

(B) Approval of an administrative amendment is subject to the following:

(1) Balance of funds prior to application for amendment.

(a) For TMPs making payments to the city, any unpaid balance must be paid to the city.

(b) For TMPs that are managed by the payor, all funds under pay or management must be paid to the city.

(2) Determination of payment period.

(a) Single Phase Development – For developments that are approved under a single final site plan, the 30-year period commences on the date of the issuance of the first certificate of occupancy or the approval of the TMP SUP, whichever is later.

(b) Multi-Phase Development – For phased developments that are approved through multiple final site plans, the 30-year period is assessed for each phase and commences on the date of the issuance of the first certificate of occupancy for that phase.

(3) Credits.

(a) Credits will be assessed as of the date of the application for the amendment.

(b) TMP SUPs approved prior to July 1, 2023 are not eligible for credits for capital improvements that were constructed prior to July 1, 2023.

(4) Shuttles.

(a) Shuttle service required under TMP SUPs may cease after review and approval of information required in the application, pursuant to the TMP policy.

ATTACHMENT 2 – TMP POLICY

Transportation Management Program Policy

Draft - March 17, 2023

Policy Statement

The purpose of this policy is to mitigate the traffic, transportation, and related impacts of certain land uses and development through the creation of a Transportation Management Program (TMP). The intent of the TMP Policy is to reduce single occupancy vehicle (SOV) trips, particularly from new development, by encouraging and promoting transportation and mobility options, including transit, ridesharing, walking, and bicycling. These impacts are considered in the review of the development special use permits (SUPs) pursuant to Zoning Ordinance Section 11-504.

Background

TMPs have historically been a tool for addressing congestion resulting from new development. Responding to this, City Council enacted legislation in 1987 to require developments to reduce SOV trips and shift trips to other modes. The Zoning Ordinance required that each TMP be approved as an SUP for nearly all properties over a certain size. As of September 2022, there are over one hundred approved TMPs.

This policy intends to make the program more effective by reducing congestion and improving multimodal access and options. Previously approved TMP SUPs were either overly prescriptive (such as requiring shuttles where high frequency buses exist) or allowed too much leeway. With over a hundred different TMPs, their effectiveness and associated funding has been diluted across multiple programs with varying degrees of success. TMP coordinators often have very little training in transportation, and administering the TMP is often a task added to their other property management responsibilities. While City staff time provided training and instruction to TMP coordinators at various levels of experience, the results were not always impactful. Finally, measurement of TMP success has proven difficult and unreliable as TMP coordinators are assigned this task and often are not trained or incentivized to conduct, collect, and report reliable results.

Overview

With the proposed policy updates, the majority of new developments would pay into a City-managed GO Alex Fund, which would be used to fund both citywide and neighborhood specific transportation programs and projects. This would promote economies of scale for spending on transportation projects by allowing multiple developments to help fund bigger projects and programs rather than dozens of smaller projects and programs. Instead of requiring each development to have their own TMP with designated coordinator and required reporting, the City would administer the program, assess performance and work with the developments to implement transportation improvements.

Additionally, developers would have the option to reduce the amount of their TMP contributions. The policy includes credits for early payment, capital improvements, and location in an enhanced transit area (ETA). These credits are explained in more detail below.

Further, TMP obligations would end after 30 years, consistent with requirements in other jurisdictions. Currently, TMP SUPs have no end date and contributions are required in perpetuity.

This policy would replace the existing TMP SUP requirement for new development, which currently requires a separate approval and application fee. Instead, conditions related to TMPs and consistent with this policy would be included in the approvals for development special use permits (DSUP). Enforcement of those conditions would align with other development conditions. For draft standard conditions, see Attachment A.

Land Uses Subject to the Policy

The following land uses reviewed through the DSUP process are subject to this policy:

- Residential: Any new or significantly altered building with 20 or more dwelling units.
- Commercial: Any new or significantly altered development with more than 9,999 square feet of commercial space. This includes office, retail, academic and laboratory space.
- Hotel: Any new or significantly altered hotel with 30 or more rooms.

Annual Rates

The base rate in the table below applies to all developments approved after the date of the adoption of the policy and Zoning Ordinance amendments by City Council. Thereafter, rates would adjust annually each Fiscal Year on July 1 based on the average change the Consumer Price Index for all Urban Consumers (CPI-U) between April of the previous year to March of the current year. For example, the CPI-U for FY24 will average CPI-U change between April 2022 and March 2023.

Land Use	Base Rate in FY23
Residential	\$100.78 per dwelling unit
Commercial	\$0.31 per square foot
Hotel	\$50.05 per hotel room

Payments

Each development would pay into the GO Alex Fund for thirty (30) years. All developments would be required to pay annually for 30 years unless they pay an equivalent amount of funds upfront (as discussed in the Credits section). In the case of a multi-phased development, 30 years would be assessed for each phase depending on the date of occupancy for that phase. Payments are due no later than September 30 of the year in which the rate is assessed. At the end of the thirty (30) years, the TMP payment requirement would end, although other obligations of the TMP program will continue where noted in the policy.

Credits to Reduce the TMP Rate

Developments would be eligible for reductions to the TMP rate under the following four conditions:

1. Participation in City Managed TMP – Developments that pay into the City managed GO Alex Fund (as opposed to managing their own funds) may reduce the Base Rate by 5%.

2. Enhanced Transit Area (ETA) – An ETA is a defined area that has access to high-capacity transit services as shown on a map as described in Zoning Ordinance Section 2-142.1. Developments within these areas may reduce the Base Rate by 15%.
3. Capital Improvements – Transportation improvements may count toward a reduction in the overall TMP payment. Eligible improvements are listed in Attachment B. The total GO Alex Fund payment can be reduced by 25% of the value of these improvements, up to 25% of the total contribution. This list would be updated annually by staff during the review process with the Transportation Commission.
4. Payment Plans – While this TMP policy would require annual payments for 30 years, discounts are possible for early payment. There are the following three options for payments:
 - a. *Annual Payments* – The owner would make thirty (30) annual payments. Payments are adjusted based on the rate of inflation. Staff would send an invoice in July and all payments must be received by September 30.
 - b. *Up-Front Payment* – The current value of 30 annual payments would be reduced by 35% if a development makes the entire payment prior to issuance of the Certificate of Occupancy. Developer or owner may also exercise this option at a future date at the then current rate for the payments, with the lump sum and discount prorated to future years. Under this option, the TMP payment requirement would be fully satisfied upon payment.
 - c. *Partial Up-Front Payment* – The current value of 30 annual payments is reduced by 25% if the development makes a partial upfront payment. Under this option, a quarter of the total reduced payment is required prior to the issuance of the Certificate of Occupancy. The remainder of the payments would be made annually for five years. Staff would send an invoice in July and all payments must be received by September 30.

Self-Managed TMPs

Under this policy, developments may manage their own TMPs if they meet one of the following size criteria:

- Have more than 500,000 square feet of commercial space
- Have more than 300 dwelling units

If a development does not meet the size criteria for self-management, they are still eligible under the following conditions:

- Development provides detailed information showing they would run the program well (e.g, hire a competent outside consultant or have a dedicated staff person for TMP management).
- Demonstrates consistent good faith effort through the following and additional measurements as identified by staff for a specific development:
 - responding to staff requests within 5 business days (this means acknowledge receipt of the request and identify how it will be addressed)
 - providing semi-annual progress & fund balance reports
 - meeting with City staff on a semi-annual basis (unless a different schedule is agreed to by staff)

- Meets SOV goals set by City. This would be independently verified by the City using measurement tools, such as surveys and data analysis. Measurement costs would be paid by the property owner.

Developments that do not meet the SOV targets for three years in a row may be required to participate in the Citywide TMP program at the discretion of the Director of T&ES. Separate conditions of approval would be added for any development managing its own TMP. See Attachment A for draft condition language.

GO Alex Fund

All payments will go toward the City's GO Alex Fund to be used for transportation investments that will address the impacts of additional traffic generated by the new development. The fund will be spent on various transportation projects and programs across the City and in specific neighborhoods. Depending on funding and number of projects to be implemented, staff time to manage and implement these projects could be paid for from this funding. Funds would be allocated as follows:

Citywide Transportation Projects and Programs – 50%

Half of the funding received from developments would be used for Citywide transportation projects and programs that are documented to lower single occupant vehicle use. Staff would use the Alexandria Mobility Plan (AMP) as a guiding document for these Citywide projects and programs. As much as possible, the City will aim to fund citywide transportation projects that are proximate to developments that have paid into the fund.

Examples include bus infrastructure and operations, Capital Bikeshare infrastructure and operations, marketing for public transportation (e.g. Metro, DASH, VRE, bikeshare, etc.), incentive programs to try/use transit, and memberships for mobility options (e.g. bikeshare or scooters).

Neighborhood Projects and Programs – 50%

The other half of the funding will be used for projects and programs within the specific Small Area Plan boundaries where the development has occurred. Staff will consider unfunded projects in the Transportation chapters of the individual Small Area Plans or the AMP. Additionally, owners can work with staff to propose transportation projects if they were not built as part of their development and will reduce SOV trips.

Examples include widening sidewalks, Capital Bikeshare stations and bikes and operating fees for those stations, or bus stop and shelter amenities and improvements. Building-specific requests from contributing developments can also be accommodated with a portion of this funding (e.g. Smartrip cards for residents, TransitScreen annual fees, bikeshare memberships for employees, etc.). The funding will also be used to conduct assessments, collect data and help determine if the new developments are meeting their assumed mode split goals.

TMP Coordinator

All developments would be required to designate a single point of contact as the TMP coordinator. The coordinator shall be responsible for paying City invoices for participation in the program,

assisting City staff with surveys and event programming, and serving as a point of contact for the City. For developments that manage their own TMP, the coordinator will manage the program and the TMP fund for that development. The coordinator must be affirmed with the City annually.

A development is expected to maintain a coordinator for the life of the building(s), even after the payment obligation has ended, to continue serving as a point of contact for the City for surveys, disbursement of information, event programming, and other activities as necessary to administer the Citywide TMP program.

Evaluation and Survey of TMP

The City will evaluate projects participating in the Citywide GO Alex Fund for mode split. In general, the City would look for downward or stable single occupancy vehicle rates and use that data in decisions on projects using GO Alex Funds. The City would review mode split utilizing best practices for SOV trip measurement and staff may propose new surveying methods as technology evolves.

The City would conduct an evaluation of each property at least once every three years and the evaluation would be paid for with GO Alex Funds. A development may be evaluated even after the TMP payment requirement has expired. The City will coordinate with the designated coordinator prior to any survey activity occurring for the development. All developments participating in the TMP fund shall provide the City with updated parking garage data upon request.

Annual Review Process

T&ES staff will provide a report and work plan to the Transportation Commission each year for approval. The annual report will outline total annual revenue, expenditures, and remaining fund balance. The funding report will also provide a breakdown of citywide funds versus funds available for specific neighborhoods. When surveys are conducted, staff will provide performance metrics of each participant in the TMP, as well as reporting on self-managed TMPs. The City will track development metrics over time. The annual work plan will include the budget and proposed projects for the upcoming fiscal year. The report and work plan will be a public hearing item, and the Transportation Commission and members of the public will have an opportunity to comment on the budget and proposed expenditures prior to adoption by the Commission.

Existing TMPs

Developments that have approved TMP SUPs may be eligible to opt into this policy by submitting an application for an administrative amendment to the TMP SUP under the Zoning Ordinance. Section 11-715 outlines the criteria for approval of an amendment. This would shorten the payment period for existing TMP SUPs to 30 years from the date of the Certificate of Occupancy. For phased developments, the 30-year payment period will be assessed for per phase and will be based on the date of the Certificate of Occupancy for each phase. Existing developments that opt into the Policy are eligible to manage their own TMPs if they chose so long as they meet the requirements outlined under the Self-Managed TMPs section.

Some existing TMPs are currently required to provide a shuttle service, typically to a nearby Metro station. By opting into the Policy, this requirement would be eliminated. However, prior to

approval of the elimination of shuttle service, a requirement of the application for an administrative amendment will be to provide more information about the shuttle service. The TMP Coordinator must work with City staff to determine the usefulness of the shuttle in meeting SOV targets and must provide the following upon request:

- Ridership information for the previous 2 years broken down by individual pick-up and drop-off locations.
- An outreach plan identifying how the TMP will notify residents or employees that the service will be ending and information and incentives that will be provided to existing shuttle users to encourage them to use existing bus service.
- Other site-specific improvements as determined by staff that will help the transition to using existing public transit. Existing TMP funds from the development can be used as approved by staff to complete these requirements.
- Provide follow-up feedback from previous shuttle users regarding impact and mode shift due to termination of shuttle.

If staff determines that the shuttle provides a necessary transportation service that is not otherwise provided by current public transportation service, the City may elect to use the TMP Fund to provide a shuttle or similar service or some other program to accommodate transportation options for people who previously used the shuttle.

ATTACHMENT A – PROPOSED STANDARD CONDITIONS

The following are proposed standard conditions to include with the development's conditions of approval. The specific language in these conditions may be modified through the current process for updating standard conditions.

City Managed TMPs

1. Contribute to the Citywide Transportation Management Plan (TMP) at the rate specified by the TMP policy. Unless the upfront payment or partial upfront payment option is chosen as described below, payments will be made once a year no later than September 30 for thirty years. For the purposes of determining the first year of assessment, this assessment will be made for any development that obtains a Certificate of Occupancy prior to July 1. Rates shall be adjusted each subsequent year based on the April-to-March Consumer Price Index change as reported by the Bureau of Labor Statistics.
 - a. A development may receive a 35% discount for paying the entire 30-year amount (unadjusted for inflation) prior to Certificate of Occupancy. Under this option, no further TMP payments are required.
 - b. A development may receive a 25% discount for paying a quarter of the entire 30-year amount (unadjusted for inflation) before Certificate of Occupancy and five subsequent payments over the next five years. The five annual payments will be made no later than September 30 each year. After these payments are made, no further TMP payments are required. (T&ES)
2. Upon determination of the Director (T&ES) after receiving a formal request by a development, the development can manage its own TMP and fund, provided that property has met specific single occupancy vehicle targets for at least three years in a row and has provided the City with detailed information about how they will manage the TMP for the development. Development would retain the annual TMP contributions and must spend it exclusively on transportation related activities approved by the Director of T&ES or designee. (T&ES)
3. Designate an on-site TMP Coordinator prior to the issuance of the first Certificate of Occupancy. Provide the name, address, email, and telephone number of the coordinator to the City's Mobility Services Division, updating this information annually or as needed. This person will be the City's point of contact for the development and will be responsible for paying invoices, coordinating with staff on TMP related activities as needed. (T&ES)

Self-Managed TMPs

1. Contribute to a development Transportation Management Plan (TMP) at the rate specified by the TMP policy. Rates shall be adjusted each subsequent year based on the April-to-March Consumer Price Index change as reported by the Bureau of Labor Statistics. Submit to the Mobility Services Division an annual funding report for the TMP outlining the

funding for the program and the expenditures. Payments into this fund shall be for 30 years. (T&ES)

2. Designate an on-site TMP Coordinator for the entire development prior to the issuance of the first Certificate of Occupancy. Provide the name, address, email, and telephone number of the coordinator to the City's Mobility Services Division, updating this information as needed. This person will be responsible for implementing and managing all aspects of the TMP for the development. (T&ES)
3. The Director of T&ES may require that the funds be paid to the City upon determination that the responsible person or entity has not made a reasonable effort to use the funds for activities that support single occupant vehicle reduction. The Director may determine effort based on plans proposed by TMP coordinator, implementation of plans, and communication with staff. As so determined, any unencumbered funds remaining in the TMP account at the end of each reporting year may be either reprogrammed for TMP activities during the ensuing year or paid to the City for use in transportation support activities which benefit the site. Should the Director determine that a reasonable effort has not been made, the TMP will be required to participate in the City managed TMP. (T&ES)

ATTACHMENT B – TRANSPORTATION IMPROVEMENTS ELIGIBLE FOR CREDIT

The following is a list of transportation improvements that are eligible for credit towards the developments overall TMP obligation. This list may be modified during the annual review before the Transportation Commission. Credit will be for up to 25 percent of construction costs or value established by the City and must be included in the original site plan to receive credit. The total discount for capital improvements cannot exceed 25 percent of the total required payment. For items where the cost has not been set by the City, an invoice will be required to justify the construction cost.

- Capital Bikeshare capital improvements
- Bus Shelter/Pad/Bench
- Real Time Signage
- Bicycle Repair Station
- Bicycle Parking
- Bike Runnel
- Rapid Flash Beacon/Other high visibility pedestrian beacon
- Raised Crosswalk
- Carshare/Vanpool spaces
- New Mobility Improvements, as approved by the Director of T&ES

ATTACHMENT 3 – RESPONSES TO PLANNING COMMISSION QUESTIONS

At the December 6, 2022 Planning Commission meeting, the Commission deferred the changes to the Transportation Management Plan (TMP) program and provided staff with specific comments on items to address. Below is a summary of the comments and staff's response.

1. Appropriate outreach to small TMPs (including those with under 100 units) and large TMPs to provide more assurance that existing participants understand the program changes going forward and how those may or may not impact them. Please provide a list and meeting dates of the communities you have met with going forward.

Staff met with NAIOP multiple times, conducted outreach to the TMP coordinators across the City (see dates below), and had numerous conversations with individuals to answer site specific questions. Since the December meeting and to address concerns of the Planning Commission, staff held a webinar in January for existing TMP coordinators to provide an overview of the changes. A copy of the webinar has been posted online and shared with TMP coordinators who were not able to attend the live webinar. More information about the TMP update can be found online at the GO Alex webpage – www.alexandriava.gov/GOAlex. Additionally, staff has been working diligently this winter to update the contact information for as many TMPs as possible to ensure information was being provided and input requested.

In general, the feedback from both NAIOP and the TMP coordinators was very positive and there seems to be support for these changes. There were many questions about how the existing TMPs would change, but after discussions with staff, most felt like their questions had been answered. Key topics of discussion focused on the 70/30 split for the funding allocation, fees and credits, how the 30-year payment requirement would be measured, how existing TMPs could opt into the Policy, how TMPs with existing shuttles are treated, and how the City will use the funding. The policy has been updated to address as many of these concerns as possible, and changes are noted throughout the questions below.

Outreach Dates:

- **January 13, 2022** – Annual TMP Summit – provided an overview of the proposed updates to the program
- **July 18, 2022** – Email to TMP Coordinators – Reminder to provide their fund report and update about the changes to the TMP program going to Planning Commission and City Council in the Fall
- **December 2, 2022** – Email to TMP Coordinators – Notifying them of the Planning Commission meeting and providing a link to the docket memo and policy
- **January 12, 2023** – Email to TMP Coordinators – Reminder about the update to the TMP Program and an invitation to attend a webinar about the changes
- **January 23, 2023** – Webinar – Online meeting for TMP Coordinators to learn about the changes to the TMP Program
- **March 6, 2023** – Email to TMP Coordinators – Notification of the Planning Commission meeting on March 30th and how to provide comments

2. A policy revision that addresses the special situation of shuttle services currently being provided through old TMPs. Staff reported approximately 8 such instances. PC concern is for premature elimination of shuttle services where there is no adequate public transit substitute available.

Older TMPs, such as Carlyle, Cameron Station, Mark Center, and Potomac Yard, included specific conditions requiring the provision of a shuttle service from the development to a nearby Metro station. However, more recent TMPs have not included specific conditions requiring a shuttle service. Instead, staff has recommended TMP funds be used to support bus service and encourage more ridership on these existing routes. With the City's significant investment in DASH and the planning and implementation related to the Alexandria Transit Vision Plan and New DASH Network, more residents and employees are and will be served by bus. In some cases, shuttle service is redundant with a nearby DASH or Metrobus line.

Under the new TMP Policy, existing TMPs that opt into the new program could eliminate the shuttle requirement since this is no longer a requirement for newer TMPs. While staff still recommends shifting funding for shuttles to other TMP programs and projects, the impact on existing shuttle users does need to be considered to ensure people using the shuttle do not change to SOV trips. As part of the application process for opting into the Policy, staff will require further review of the existing shuttle service and work with the TMP Coordinator to develop an outreach plan prior to ending shuttle service. In addition, if staff determines that the shuttle provides a necessary transportation service that is not otherwise provided by current public transportation service, the City may elect to use the TMP Fund to provide a shuttle or similar service. Details have been added to the Existing TMPs section of the Policy and the Zoning Text Amendment.

3. The impact of voluntary sunseting of old TMPs through administrative conversion to the new program, when the old TMP covers DSUPs approved over a long period of time, and some very recently. The duration of the old TMP does not necessarily reflect the duration of the commitment from each DSUP, and PC did not anticipate recent approved DSUPs being able to abandon TMP obligations so quickly.

Staff has updated the text amendment language to reflect a new approach for multi-phased developments that may span many years or decades. Under this approach, the 30-year funding obligation would be assessed for each phase, rather than just the first phase. Any development with more than one final site plan will be treated as a multi-phase development. The 30 years will be measured from the date of Certificate of Occupancy for each phase. See below for a hypothetical example. Additional information has been added to the Policy under the Existing TMPs section.

Five Block Development - DSUP approval in 2010

Phase	Certificate of Occupancy Date	30 years of annual payments required until
1	June 2013	2043
2	December 2014	2045
3	May 2015	2045
4	January 2017	2047
5	October 2017	2048

Note: For the purposes of determining the first year of assessment, this assessment will be made for any development that obtains a Certificate of Occupancy prior to July 1.

4. Ensure the staff report and policy are clear on which aspects of the new TMP requirement sunset after 30 years (such as the payments) and which do not (such as the TMP coordinator role). Are there other elements that do not sunset, or is this the only one?

The Policy has been updated to clarify which requirements sunset after 30 years and which do not. Specifically, language has been added to the following sections:

- Payments – language added noting the payment requirement would end after 30 years, but other obligations of the TMP program will continue.
- Coordinator – language added noting a development is expected to maintain a coordinator for the life of the building(s) to continue serving as a point of contact for the City for surveys, disbursement of information, event programming, and other activities as necessary to administer the Citywide TMP program.
- Evaluation and Survey of TMP – language added noting the development may be surveyed even after the TMP payment obligation has been satisfied and that staff will coordinate with the designated coordinator before any survey activity occurs.

5. The use of the 30/70 split of funding from the TMP fund payments - PC interest in ensuring that priority is given first to spending money from a TMP contribution on geographic transportation projects which are reasonably nearby developments with contributing TMPs (suggested language in Go Alex Fund section of policy: “Inasmuch as possible, the City will aim to fund citywide transportation projects that are proximate to developments that have paid into the fund”). If this is difficult to do, staff should discuss why in the staff report and provide some additional description around how the funding in the new city centralized approach will be prioritized for investment.

After considering the Planning Commission’s feedback, in addition to comments from NAIOP and some individual TMP Coordinators, staff is recommending the funding split be changed to 50/50. Half of the funding (instead of 70%) would be allocated towards Citywide projects and programs. The other half (instead of 30%) would be allocated to neighborhood specific projects and programs.

In the annual report and work plan presented to the Transportation Commission for review and approval, staff will identify fund balances for both citywide and neighborhood specific

balances. The annual work plan will recommend both Citywide projects and neighborhood projects based on available funding. Prioritization of both citywide and neighborhood projects may consider impacts or benefits to developments that have provided funding. Additionally, the proposed language suggested by the Planning Commission above has been added to the Policy under the Citywide Projects and Programs section.

Please provide the approximate percentage of the funds that will be used for City administrative charges. What happens if there is an 80/20 split with only 20 percent going to the City. What is the use of these funds and how will it impact the portion of the City where the development exists?

Regarding the percentage of funds that will be used for City administrative charges, the intent is for the bulk of funding allocated to projects and programs and not administrative charges. However, a portion of this fund will be needed to conduct surveys since the City will taking over this measurement. At this time, staff does not have a specific scope or estimate for this work since we do not know how many new developments will choose to opt into the new program. Depending on the amount of funding coming into the City and number of projects to be implemented, staff time to manage and implement these projects could be included. Over the first year as existing developments opt in, staff will have an opportunity to better understand the budget for this program and allocate resources to specific parts of the program. The Transportation Commission will review the proposed budget and work plan annually and can make recommendations about the allocation of funding for administrative charges during that process.

6. Please document meetings with NAIOP and the feedback from these meetings.

September 15, 2021 - T&ES staff introduced updating the TMP program, presented some initial ideas for consideration, and asked for some initial feedback on shifting management to the City, upfront payments, and other options to reduce the TMP payment. The group seemed generally supportive of updating the program and noted they would provide more substantive comments once more details about the potential changes were provided.

November 17, 2021 - T&ES staff provided more specific details about thresholds for when a development could manage their own TMP, potential options for reducing a TMP rate, and potential uses for the City managed TMP fund. Specific feedback included:

- Support for flexibility to be able to pay into a City fund or manage it themselves
 - Support for early payments
 - Some question about the 70/30 split and how the citywide projects benefit specific areas and developments that pay into the fund.
 - Regarding the credit for being within an Enhanced Transit Area, consider not being eligible for the credit if the max parking is provided.
 - Still need incentives for reduced parking
 - Developers will want projects to be near their developments
- NAIOP suggested forming a small working group to discuss the specific changes to the program in more detail.

December 17, 2021 - A working group of NAIOP met with staff to discuss the proposed changes in more detail. At this meeting, the group discussed each of the credits that have been proposed and made suggestions. Some specific feedback included:

- Discussion about only 5% credit for paying into the City fund; however, it was noted that there is mutual benefit to both the developer and the City for this option and therefore 5% seemed reasonable.
- Regarding the credit for developing within an Enhanced Transit Area, some discussion about rewarding developments that provide less parking than the minimum; however, the group noted some issues with aligning that with the Zoning Ordinance requirements for parking and suggested it could be considered if there were future updates to the parking requirements.
- Regarding the credit for Capital Improvements, some discussion about the right percentage to use for value of improvements and what could be considered in this credit.
- Regarding the payment plans, some questions about how inflation would be handled and a mix of opinions on whether developers will want to pay upfront.
- Regarding the Allocation of the Fund, suggestion to change narrative to local (which could be by small area plan), citywide, and equity emphasis areas.
- Suggestion to list delinquent TMPs in an Annual Report as a way to get better compliance.

January 19, 2022 - T&ES staff provided the full NAIOP group with an update about the discussion with the working group meeting in December and discussed the next steps moving forward, which included getting input from the TMP coordinators at the TMP summit and drafting the ordinance. NAIOP noted they would want to review the specifics of the ordinance once drafted.

June 28, 2022 - T&ES staff emailed NAIOP with an update about the updated program and explained the delay in moving forward was related to internal coordination on the SUP process and a decision to eliminate the SUP application with this policy.

September 21, 2022 - T&ES staff provided NAIOP with an update on the proposed update to the program and discussed the change to eliminate the SUP application with this policy. Staff heard some support for removing the SUP requirement and shifting to a Policy. There were also comments about the upfront payment and feeling that larger developments probably would not use that option. The group also asked about accountability for using the funding and how it would help their individual projects.

March 15, 2023 - T&ES staff provided an update on the status of the TMP Policy and noted some of the feedback that had been heard from the Planning Commission and individual TMP coordinators. Staff heard support for the proposal, but there were still concerns about the funding allocation split and recommendation that more be shifted to neighborhood level.

7. Please define how you quantify a “consistent, good-faith effort” and the measurements used.

In working with developments that choose to manage their own TMP, the Policy references that developments must demonstrate a consistent good faith effort. The intent is to ensure a development is actively managing its TMP and communicating and coordinating with City staff on a regular basis about their program. The following specific measurements have been added to the Policy to further clarify the intent of this statement:

- responding to staff requests within 5 business days (this means acknowledging receipt of the request and identifying how it will be addressed)
- providing semi-annual progress & fund balance reports
- meeting with staff on a semi-annual basis (unless a different schedule is agreed to by staff)

8. How will you assure that surveys are measuring transit users since we are seeing only a specific population answering our surveys as noted in Alex West.

Staff will use a variety of methods to survey trips at developments, including in the field trip surveys (i.e. interviews with people leaving and entering the building about their travel mode), transit data for boardings at nearby transit stops, and Streetlight data (anonymized cell phone data that can distinguish travel modes). As the City continues to expand communication methods overall, we may also modify some of these survey methods to incorporate new options and best practices that have had successful results.

9. Clarify the specific Consumer Price Index series used to escalate fees in the text of the policy (for example, “Consumer Price Index for All Urban Consumers (CPI-U), U.S. city average”)

The current Zoning Ordinance references the Consumer Price Index for All Urban Consumers (CPI-U). The Policy has been updated to specifically reference CPI-U.

ATTACHMENT 4 – TDM ORDINANCES FROM PEER JURISDICTIONS


Program	How it Works	How it is Measured
Cambridge, MA	Building TDM requirements linked to number of parking spaces a property is required to build	Biannual commute survey, audit of TDM measures taken
Bellevue, WA	TDM requirements set for almost all commercial buildings in Bellevue. Buildings must develop workplans based on city's TMP guidelines.	Biannual commute survey
Arlington County, VA	Nego	

[EXTERNAL]Comments in support of proposed TMP changes

Clea Benson <cleabensonpyhoa@gmail.com>

Wed 3/29/2023 4:58 PM

To: PlanComm <PlanComm@alexandriava.gov>

 1 attachments (100 KB)

Potomac Yards Ridership Report 2023.xlsx;

You don't often get email from cleabensonpyhoa@gmail.com. [Learn why this is important](#)

To the Planning Commission:

The board of the Potomac Yard Homeowners Association, which represents nearly 600 households, strongly supports the proposed changes to the TMP program (Docket item 6 on the March 30 meeting agenda; Zoning Text Amendment #2022-00012).

We believe allowing existing TMPs to opt into the city's program instead of running their own would be a much more efficient use of the money. We also like the provision that would sunset the payment obligation after 30 years. Here's why we support the changes:

- * Our TMP runs a shuttle service that costs about \$90,000 annually to operate. There are many days when no one rides it. Peak ridership, on rare occasions, is maybe seven people per day. Our neighborhood is adjacent to multiple bus lines, including Metrolink, and will soon be within walking distance of two operating metro stations. Our shuttle is essentially contributing to extra vehicle trips rather than mitigating them. I have attached some of the ridership data from the first couple of months of 2023.

- * It's time consuming for our management company to figure out what else to use the money on that would have a greater impact on transit use. There are only so many metro card subsidies and bike share stations that we can pour the money into. We'd rather have our management agent spending time running our community instead of researching and administering transit-use incentives.

- * Managing the TMP places a heavy burden on our HOA, which is responsible for collecting fees from other participants in the TMP. They often don't pay up on time, forcing our management company into the role of collection agent.

Please approve the proposed modifications to the TMP program.

Thank you,

Clea Benson

Board President, Potomac Yard HOA

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**STATEMENT OF MORGAN BABCOCK
TMP COORDINATOR
CARLYLE COUNCIL**

Re: Planning Commission- Docket Item #6 Text Amendment #2022-00012—March 30, 2023

Thank you, Mr. Chair, and members of the Planning Commission. I am testifying today on behalf of the Carlyle Council TMP. Our TMP is the oldest and largest in the City. I presented comments at the December hearing on this topic. At that time, many questions and concerns were raised by Commission members and action was deferred until a later date. I am grateful to all of you for allowing for extra time so staff could listen and respond to these legitimate issues and make adjustments to their proposal.

Since December, I have submitted questions and met with staff several times. There has been a concerted effort to add some clarity to the new plan. The latest proposal before you is an improvement over the original version. That said, I have five comments on the current version and still unanswered questions.

1. Assessment Rates

We have questions about the methodology used for the new Land Use assessment rates for commercial, residential and hotel properties. (see page 11) For instance, the new rate for commercial property will be .31/sq. ft., a whopping 60% increase from the current rate for our office and retail properties. Yes, we understand a 15% rate reduction would be applied if we signed up for the new TMP because we are in an enhanced transit area, however that is still a 45% increase. On the flip side, the rates for residential and hotel properties will fall from our current rates. However, Carlyle's TMP is comprised of **80%** commercial property so this will be a huge fiscal impact for our commercial properties during a time when the office space market is facing serious challenges. Please explain how the new Land Use rates were calculated.

2. City vs Neighborhood Spending (50/50)

We appreciate staff being responsive to concerns that the prior 70/30 funding split did not prioritize spending in neighborhoods where TMPs funds originated from. The 50/50 split is a more equitable ratio. That said, it is still unclear what administrative and staff charges would be paid for from the Neighborhood Projects Fund beyond administrative charges for conducting surveys. The proposed TMP Policy does not address it (see page 13) and nor does the staff response to Planning Commission's questions make it clear (see page 22) We ask that staff please stipulate what administrative and staff charges would be charged to the City projects versus Neighborhood projects. At a minimum, those costs should not be charged more to Neighborhood projects than what is charged to City projects.

3. NAIOP's Role vs. reaching out to current TMP Coordinators

There has been a lot of time spent coordinating with NAIOP, a national organization that tends to focus on more on large scale commercial and industrial interests. Although City staff mentions useful feedback, we have not seen any written comments from NAIOP. Considering all the staff



outreach efforts to NAIOP, we are surprised NAIOP has not submitted official comments to the Planning Commission indicating their support for this. We wish that the amount of time spent with NAIOP would have been spent with the current TMP Coordinators. Although a meeting was held in January to explain the update, only a handful of TMP Coordinators attended. There have been a few emails since then to explain that this meeting was coming up, but we believe that more communication about the impact of this potential update of this plan should have been tried. What is NAIOP's position and how impactful is this to the updated TMP plan?

4. Expand the Mission for Climate Action

We support modernizing the TMP program after 30 years. In that spirit, the new TMP Policy should incorporate parts of the City's new Office of Climate Action priorities. We understand the Office of Climate Action will be the City's focal point for EV initiatives but wish that they could work with the TMP initiative to allow a collaboration of the two groups to use TMP funds to pay the remainder of the install of EV charging stations after grant funds are applied. In response to demand from our TMP member properties, we have asked the City for years to allow our TMP funds to be used to install EV charging stations and our requests are always denied.

Now that the Office of Climate Change is established within T&ES, we hope they can work together to implement EVs projects, such as charging stations. In the proposed TMP Policy, it is not even listed as a transportation improvement eligible for TMP credits.

Please expand the use of eligible projects to include EV charging stations.

5. Citywide Survey Process

Having the City takeover the annual survey process is a positive change. The current system is hard to administer and time-consuming. City staff historically has provided little feedback on survey results. For Carlyle's TMP, we add questions to get input on transportation needs and challenges specific to Carlyle to make sure City staff are informed of Carlyle commuters specific concerns. Having the City directly administer the survey will provide a direct line of communication from Carlyle commuters to City staff. We wish that the new plan would include administering all surveys for the TMP requirement regardless of if the TMP's are self-managed or City managed. We support having the City administer surveys for all TMPs (new and existing) upon enactment.

Conclusion

We appreciate that the new proposal now specifies how multi-phase TMPs would transition to the new policy. That said, Carlyle does not know yet if we would opt into the new policy as it is too early to tell. This would be a major financial change for the majority of our property owners. We would like to see the application form and learn more about the process. Lastly, we would like to be addressed the unresolved issue of allowing Carlyle's TMP to keep its reserve funds and still follow our MOU to pay for the Duke Street Tunnel that belongs to the City.

Thank you for listening and I am happy to answer any questions you may have.



March 30, 2023

Ms. Katye North
Division Chief – Mobility Services
Transportation and Environmental Services, City of Alexandria
katye.north@alexandriava.gov

Re: Proposed Transportation Management Plan (TMP) Policy Update

Dear Katye:

On behalf of the NAIOP Northern Virginia Alexandria Government Relations Subcommittee, I wanted to thank you for the opportunity to review the proposed changes to the Transportation Management Plan (TMP) Policy. We have received updates on the policy changes throughout the process and believe this has been a productive conversation. The subcommittee is generally in support of the proposed changes and the efforts to make the overall TMP program more effective, particularly the following new policy elements:

1. Standard Conditions – The policy simplifies the TMP application process by replacing the existing requirement for a separate Special Use Permit (SUP) for the TMP with standard conditions included with the development approvals.
2. 30-Year TMP Contribution – The policy brings the City in alignment with TMP programs in other jurisdictions and better defines the TMP expectations over the life of the development.
3. Optional TMP Credits – The policy introduces optional credits for developers to reduce the amount of their TMP contributions. The addition of these credits will help incentivize the inclusion of enhanced mobility as part of the site plan and encourage early contributions so that transportation programs and projects can be implemented earlier City-wide and within individual neighborhoods.
4. TMP Program Flexibility – The policy allows flexibility for both existing and new developments to opt-in to participate in either the City- or Self-Managed TMP program, assuming the eligibility criteria are met.
5. GO Alex Fund – The policy states that payments will go toward the City's GO Alex Fund to be used for transportation investments. The previous policy language proposed that funds would be allocated to Citywide Transportation Projects and Programs at a rate of 70%, and to Neighborhood Projects and Programs at a rate of 30%. The intent of the TMP Policy is to reduce single occupancy vehicle (SOV) trips of a development by encouraging and promoting transportation and mobility options, including transit, ridesharing, walking, and bicycling. As such, it makes sense that a significant portion of the funds contributed by the developer be put toward efforts in the immediate vicinity of the project. The revised policy language proposes that funds would be allocated to Citywide Transportation Projects and Programs at a rate of 50%, and to Neighborhood Projects and Programs at a rate of 50%. This update reflects a suggested change by NAIOP to allocate a larger portion of the funds to projects in the immediate vicinity of the development.

Chair

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MRP Realty

President

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NAIOP Northern Virginia

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Katherine Pierce Yanushonis
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Ex Officio – Developing Leaders

Nicholas R. W. Lane
Siemens Industry, Inc.

Brian N. O'Donnell
Elme Communities

Molly K. Statler
PGAL Architects

NAIOP is generally in support of the proposed changes; however, our membership would like to request clarifications and/or suggest modifications to the policy in a few key areas. This letter will serve to highlight those areas:

1. Single Occupancy Vehicle (SOV) Goals – The policy states that under Self-Managed TMPs, a condition of eligibility, if the development does not meet the size criteria, is that it “meets the SOV goals set by the City.” We would suggest clarifying the policy to read “meets the SOV goals set by the Multimodal Transportation Study, if available, or if not, meets SOV goals set by the City.”
2. Capital Improvements – Attachment B of the policy outlines a list of transportation improvements that are eligible for credit toward the overall TMP obligation. As noted in the attachment, “credit will be for up to 25 percent of construction costs or value established by the City and must be included in the original site plan to receive credit.” We would suggest a mechanism for providing credit for installation of eligible transportation improvements after the original site plan.

Thank you for your time and attention to this matter.

Sincerely,

A handwritten signature in black ink that reads "Martha Marks". The signature is written in a cursive, flowing style.

Martha D. Marks
President