

## CITY COUNCIL STUDY SESSION ITEM

### **SUBJECT:**

Transportation Development Code (Bellevue City Code Chapter 14.60) Update.

### **STAFF CONTACT:**

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### **FISCAL IMPACT:**

There is no direct fiscal impact of the proposed code amendments.

### **POLICY ISSUES:**

The majority of the amendments in the code update are housekeeping items for the purposes of clarifying intent and codifying current review practice. The following amendments address greater policy issues where new language for clarification or revisions to existing code is proposed, as indicated throughout this memorandum and the referenced attachments.

1. Bicycle lanes and the facilities described in the Pedestrian and Bicycle Transportation Facilities Plan are specified as improvements for which developers may be required to provide connections and dedicate right of way and easements when such improvements are reasonably necessary to mitigate the direct impacts of the development (BCC 14.60.090, .100, .190.). These amendments are supported by policies TR-8 (Incorporate transit-supportive and pedestrian-friendly design features); TR-25 (Provide for adequate roadway, pedestrian, and bicycling connections in newly developing areas of the city, promoting both internal access and linkages with the rest of the city); TR-26 (Address the special needs of citizens with various degrees of mobility in planning, designing, implementing, and maintaining transportation improvements and other transportation facilities and in delivering transportation services and programs); TR-55 (Work with private developers and transit providers to integrate transit facilities and pedestrian and bicycle connections into residential, retail, manufacturing, commercial, office, and other types of development); TR-84 (Secure sidewalk and trail improvements and easements, and on-site bicycle parking and storage consistent with the Pedestrian and Bicycle Transportation Plan through the development review process).
2. Developments which abut more than one street may be restricted from accessing more than one street if such access may cause adverse impacts to safety, neighborhoods, or the circulation system (BCC 14.60.105). This amendment is supported by policy TR-38 (Require mitigation to provide safety and site access, and to mitigate neighborhood impacts as needed to address the effects of development).

3. Site loading needs shall be met on-site unless on-street loading is approved by the department director pursuant to LUC 20.25D.140.F.3.b (BCC 14.60.180). This amendment is supported by policy TR-102 (Require that new private development provide for freight loading and unloading on-site rather than on the public right-of-way).
  
4. More flexible City-wide Transportation Management Program (TMP) requirements (BCC 14.60.070.E), allowing developers to choose commute trip reduction elements from a “Menu of Options”, including shower and locker facilities, bikesharing, membership with a Transportation Management Association, carsharing, shuttle service, limited parking supply, and variable-priced parking. The goal of the Transportation Demand Management section of the Comprehensive Plan’s Transportation Element is to “Reduce the use of single-occupant vehicles and vehicle miles traveled through a coordinated program of regulations, marketing, and the provision of alternate travel options.” Proposed amendments to the TMP Code regulations will help achieve this goal and are consistent with numerous Comprehensive Plan policies developed to support the provision of travel options.

**DIRECTION NEEDED FROM COUNCIL:**

- Action
- Discussion
- Information

With Council direction, staff will return to a subsequent Regular Session with legislation to adopt proposed amendments to the Transportation Development Code (BCC 14.60).

**BACKGROUND/ANALYSIS:**

The Transportation Development Code (Bellevue City Code Chapter 14.60) was created in 1995. The code provides the authority for implementation of the policy and plan elements of the Comprehensive Plan, the Pedestrian and Bicycle Transportation Facilities Plan, the Transportation Facilities Plan, and other adopted plans and guidelines. The code is used by the Transportation Department’s development review engineers in conjunction with the department’s Design Manual to review development applications and assess their potential impacts on the transportation system. The review engineers use the plans, code, and standards to identify needed transportation infrastructure improvements and to provide the authority to require developer mitigation.

The Transportation Commission has overseen the public review portion of the code update consistent with the intent of BCC 3.63, established in 1989, which directs that the Commission review, advise and make recommendations to the City Council regarding construction design standards. BCC 14.60 is presented here in its entirety for review by the Council. However, the code review and update process has, until a public hearing on May 28, proceeded on two separate tracks, with the Transportation Management Program (TMP) sections (BCC 14.60.070 and .080) being processed separately from the remainder of the chapter. The separate processes and purposes are described further below.

**Transportation Development Code Review Process**

The Transportation Development Code update (excluding sections .070 and .080) was introduced to the Transportation Commission at a Study Session on February 12, 2009. Commission members reviewed the draft update and requested further information following public outreach. Staff subsequently provided the draft and summary of proposed code changes to citizens who had previously requested they be notified of proposed amendments to BCC 14.60. Staff also

contacted 24 local developers and traffic consultants and requested comments. No comments from the public were received; two engineering professionals reviewed the draft and provided comments and information. Staff made edits to the code as a result of the Commission and consultant comments, and reported back to the Commission on May 14. No further comments were received at that time.

The primary goals of this update are to:

- Clarify and expand definitions.
- Remove conflicts and inconsistencies.
- Clarify the required design of public streets, private roads, and driveways.
- Increase consistency with other city codes.
- Respond to the changing environment regarding alternative travel modes.

A summary of amendments by section is attached to this memo (Attachment 1). An “Underline/Strikeout” version of the entire Transportation Development Code (BCC Section 14.60) including proposed amendments is also attached to this memo (Attachment 2).

#### **Transportation Management Programs (BCC Sections 14.60.070 and .080)**

Sections 14.60.070 and .080 of the Transportation Development Code address TMPs, which are building-wide trip reduction programs typically required of large office developments. Specific requirements vary for each development depending on the project size and type of use, and may include:

- Posting and distributing transit and ridesharing information
- Designating a transportation coordinator
- Providing preferential parking for carpools and vanpools
- Providing a financial incentive of \$15/month for each carpool, vanpool, and transit commuter in the building, and
- Providing a Guaranteed Ride Home program for carpool, vanpool, and transit commuters.

Downtown office developments have enhanced requirements such as providing commuter information for tenants having 50 or more employees, instituting lease agreements incorporating employee surveys and line item parking costs, providing a ride matching service, and demonstrating a 35 percent reduction in drive-alone commuting over a 10-year period.

Additional TMP background information, including how TMPs relate to the City’s broader Transportation Demand Management (TDM) goals and strategies, is attached to this memo (Attachment 3).

#### **The TMP Code Review Process**

The Transportation Department initiated a review of existing TMPs and TMP requirements in 2007 due to the high level of TMP-affected development activity in the City and a desire to better understand the effectiveness of current code requirements, adopted in 1995. This review highlighted a number of issues with existing code requirements and administration, resulting in proposed TMP code amendments.

The primary goals of the TMP code amendment are to:

- Establish effective programs and achievable performance goals for each affected property,
- Address foreseeable City-wide transportation impacts and moderate administrative resources required for implementation and monitoring, and
- Reflect best practices and increase consistency with neighboring jurisdictions.

Based on review of TMP effectiveness at various eligible developments, recent development trends, and TMP best practices from around the region and country, several TMP code update alternatives, including a “No Action” alternative, were crafted. All update alternatives considered are fully outlined in the TMP Review Report, a copy of which is available in the Council Office and posted on the City website (<http://www.bellevuewa.gov/transportation-management-programs.htm>). This report also provides additional background information on the purpose, history, administration and performance of TMPs in Bellevue.

The alternative review process entailed extensive involvement with TMP stakeholders including developers, property owners, property managers, transportation consultants, TransManage (Bellevue Downtown Association), King County Metro, and neighboring municipalities with similar development requirements. The process included multiple workshops, Transportation Commission meetings, and direct correspondence. This process informed the selection of a preferred alternative. Corresponding TMP code amendments derived from the preferred alternative are incorporated within the proposed Transportation Development Code amendments (see Attachment 2).

Attachment 3 to this memo, Additional TMP Background Information, includes a listing of the key changes to the current TMP code provisions highlighted by a “Menu of Options” from which developers would select physical features or programmatic elements tailored to their unique building conditions in order to meet their TMP requirements.

#### **Administrative Review Requirements**

Notice of the update of the entire chapter was provided to the Washington State Department of Community, Trade, and Economic Development as required by RCW 36.70A.106.

Acknowledgement of the notice has been received by staff. Also, a SEPA determination of non-significance was issued on May 14; the appeal period ended on May 28, with no appeals filed. Further, public notices were posted in *The Seattle Times*; at City Hall; mini City Hall at Crossroads; and at the Bellevue Regional, Lake Hills, and Newport Libraries, and on the City’s website.

#### **Public Hearing on the Transportation Development Code Update**

A public hearing on the entire proposed code update was held before the Bellevue Transportation Commission on May 28, 2009. The only public testimony provided requested that the Transportation Commission consider modifications to the TMP code to provide financial incentives for developers to implement a TMP. Specifically, the request suggested that the City provide credit toward transportation impact fees for trips that would be reduced through implementation of a TMP.

Staff agrees that a reduction in required transportation impact fees may be appropriate when corresponding to a reduction of PM Peak Hour Trips generated by a development. Successful

implementation of a building TMP will result in a lower percentage of SOV trips made by building employees, and some proportion of the SOV trips reduced will be PM Peak Hour Trips, which are the basis for impact fee calculation. However, any adjustment in PM Peak Hour Trip generation is more appropriately implemented through the Transportation Impact Fee Program section of the Bellevue City Code (BCC 22.16). This code specifically provides authority to “adjust the impact fee for any development based on analysis of specific trip generating characteristics of the development. Such adjustments may consider mixed-use characteristics and/or expected levels of ridesharing and transit usage of the development.” (BCC 22.16.080(D))

The developer of a project may propose a reasonable impact fee reduction which is supported by the specifics of its TMP and by any additional factors such as light rail or other intensive transit service, when available. Although the success of the particular development’s TMP would not yet be proven, staff believes that recognition of the developer’s intent and the City’s commitment to a strong Transportation Management Program may warrant a reasonable, prospective reduction to the impact fee. The final imposed impact fee amount, if disputed by the developer, can be appealed through the current provisions of the Impact Fee Program code.

**Transportation Commission Recommendation**

On May 28, following the public hearing on the proposed Transportation Development Code amendments, the Transportation Commission took action to recommend the Council’s adoption of the proposed code changes. The Commission has transmitted their formal recommendation memo to the Council under separate cover (see Attachment 4). The Commission did not recommend code modifications to the TDC that would provide developers with financial incentives for implementation of TMP requirements. Separately, the Commission requested that staff return to the Commission within a year to revisit the concept of providing incentives to developers for the implementation of TMPs.

**ATTACHMENTS:**

1. Summary of Transportation Development Code Amendments
2. Underlined/Strikeout version of proposed Transportation Development Code Amendments
3. Additional TMP Background Information
4. Transportation Commission Recommendation Transmittal Memo

**AVAILABLE IN COUNCIL OFFICE:**

Transportation Management Program Review Report (2009)

## **Attachment 1**

### **Summary of Proposed Transportation Development Code Changes**

- Conflicts, inconsistencies and outdated terminology removed, and key words and phrases defined.
- Increased focus on current and anticipated development trends and needs, particularly short plats and infill development.
- Purpose and design of public streets, private roads and driveways clarified.

Only code sections containing noteworthy revisions are listed below.

- .020 States purpose of the code.
- .040 Definitions are clarified and expanded substantially to avoid or reduce confusion about meaning of terms used throughout the code.
- .060 Potential mitigation measures are expanded to include transit facilities and neighborhood traffic control devices.
- .070 Key changes to the Transportation Management Program section of the Code are discussed in the Agenda Memo and in Attachment 4.
- .080 Deletes this section which has been incorporated into section .070.
- .090 Transportation facilities revised to include bicycle lanes; dedication requirements are revised to include city code and adopted city plans as basis; developer responsibility to provide legal descriptions and drawings is established.
- .100 Authority basis for requiring easements or tracts expanded to include Pedestrian and Bicycle Transportation Facilities Plan and Recommended Walking Routes maps; recording requirements established. Dedication requirements regarding sensitive areas deleted. Developer responsibility to provide legal descriptions and drawings is established.
- .105 New section. Allows prohibition of access from one or more streets where a lot has multiple street frontages, provided access is always guaranteed from at least one street.
- .110 Adds that requirement to construct street improvements is based upon a reasonable necessity to mitigate direct impacts of the development. Street frontage improvement requirements are revised to clarify that street improvements will be required for remodels or additions generating 30 or more new trips within one hour during the P.M. peak period, or when determined necessary to mitigate adverse environmental impacts. Clarifies what may be included as a “street improvement”, and clarifies required timing of improvement

- installation. Adds requirement to co-locate franchise utilities to the extent feasible.
- .120 Adds the clarification of city codes, standards, and adopted plans as guidelines for street landscape installation or improvement along arterials. Deletes species selection information and refers to the Land Use Code for those requirements.
  - .130 Revises regulations for private roads to allow them to serve from three to nine lots (currently four or fewer lots), with exception to allow more than nine lots in special cases. Clarifies that combined access for adjoining properties is encouraged, and that the city may require the developer to provide an access easement to an abutting owner where joint access is reasonable to serve future development. Establishes basic location and design regulations for private roads.
  - .150 Clarifies that combined driveways or joint access shall be located in a tract or easement. Deletes dimensional requirements for driveway/driveway and driveway/street separation; these specifications have been incorporated into the Design Manual. Provides that in the case of conflict with other city codes, the most stringent provision shall apply.
  - .160 Deletes dimensional requirements for minimum storage area for a private intersection opening. Deletes dimensional requirements for separation between private intersection opening and nearby intersections or driveways. These specifications have been incorporated into the Design Manual.
  - .170 Street end requirements are revised to clarify that they only apply to dead-end public streets and private roads greater than 150 feet in length. Removes conflicts with the Design Manual regarding turnaround design. References the Fire Department development standards for street ends. Provides for maintenance of landscaping.
  - .180 Establishes that site loading needs must be accommodated on-site unless otherwise approved.
  - .190 Non-motorized facilities regulations revised to address facilities serving more than one property or where connection to the regional trail system, transit facilities, or the Pedestrian and Bicycle Facilities Plan is necessary. Allows review engineer to waive required sidewalk along dead-end roads and streets. Establishes authority basis to require trails through a development.
  - .210 Allows for the waiving of the requirement to underground wiring and conduit for street lighting installations at the discretion of the review engineer. Requires that plans be prepared by a licensed engineer experienced in street illumination design.

- .230 Establishes that the developer is responsible for utilities relocation costs when relocation is necessary to accommodate new development, unless otherwise provided for in a franchise or right-of-way use agreement.
- .240 Deletes this section which has been incorporated into the Design Manual.
- .241 Deletes this section which has been incorporated into the Design Manual.
- .250 Revises trenching and pavement restoration provisions to require developers to coordinate and consolidate utility service installations; allows review engineer and pavement manager to determine necessary extent of pavement restoration.
- .260 New section. Establishes assurance device provisions to assure the completion and maintenance of transportation-related improvements, similar to assurance device provisions in the Bellevue Land Use Code (LUC 20.40.490).
- .265 New section. Provides that the provisions of the code are severable.

## Attachment 2

### Chapter **14.60** TRANSPORTATION DEVELOPMENT CODE

#### Sections:

- 14.60.010 Title.
- 14.60.020 Purpose.
- 14.60.021 Authority.
- 14.60.022 Violation – Penalty.
- 14.60.030 Application.
- 14.60.040 Definitions.
- 14.60.050 Traffic impact analysis reports.
- 14.60.060 ~~Traffic~~ Transportation system impact mitigation.
- 14.60.070 Transportation management program.
- 14.60.080 ~~Transportation management program – Downtown.~~
- 14.60.090 Dedication of right-of-way.
- 14.60.100 Easements and tracts.
- 14.60.105 Lots with multiple frontages.
- 14.60.110 Street frontage improvements.
- 14.60.120 Landscaping in right-of-way, easements and access tracts.
- 14.60.130 ~~Private streets roads.~~
- 14.60.140 ~~Acceptance of dedicated private streets~~ Dedication of private roads as public streets.
- 14.60.150 Driveways.
- 14.60.160 Private intersection opening.
- 14.60.170 Street ends.
- 14.60.180 Parking circulation and loading space.
- 14.60.181 Americans with Disabilities Act.
- 14.60.190 Nonmotorized facilities.
- 14.60.200 Traffic signals.
- 14.60.210 Street lighting.
- 14.60.220 Traffic control.
- 14.60.230 ~~Utility companies~~ Public and franchise utility relocations – developer initiated.
- 14.60.240 ~~Street intersection sight obstruction.~~
- 14.60.241 ~~Sight distance requirements for pedestrian safety.~~
- 14.60.250 Pavement restoration for trenching in right-of-way.
- 14.60.260 Assurance device.
- 14.60.265 Severability.

#### **14.60.010 Title.**

This chapter shall be known as the transportation development code and shall be referred to herein as the “code”.

#### **14.60.020 Purpose.**

The purpose of this code is to provide a policy framework for impact mitigation requirements relating to new development and redevelopment. This code is consistent with the eComprehensive pPlan of the city, as adopted pursuant to the Growth Management Act, Chapter ~~35.70A~~ 36.70A RCW, and is intended to implement the

provisions of such plan. The provisions contained in this code are necessary for the protection and preservation of the health, safety, and general welfare of the citizens and businesses of the city.

#### **14.60.021 Authority.**

A. ~~The department of transportation~~ Transportation Department by and through its director is charged with the administration and enforcement of the provisions of this code.

B. The director shall have the authority to:

1. Develop and adopt procedures as needed to implement this code and to carry out the responsibilities of the department.

2. Request the assistance of other city departments to administer and enforce this code.

3. Assign the responsibility for interpretation and application of specified procedures ~~to within the department of transportation~~ Transportation Department.

4. Prepare, adopt and update as needed engineering design standards to establish minimum requirements for the design and construction of transportation facilities and requirements for protecting existing facilities during construction. The ~~engineering design~~ standards shall be consistent with Bellevue city code, this code, and adopted city policies, and adopted street design plans.

5. Prepare, adopt, and update as needed a Transportation Management Program Menu of Options using the methodology described in section 14.60.070(F)(13) of this code.

C. When authorized by a provision of this Chapter 14.60 BCC, the ~~Transportation~~ Department may require or allow a performance or maintenance assurance device in conformance with ~~Section 20.40.490 of the Bellevue City Code (Land Use Code).~~ 14.60.260 of this code.

#### **14.60.022 Violation – Penalty.**

Violation of any provision of this code constitutes a civil violation as provided for in Chapter 1.18 BCC, for which a monetary penalty may be assessed and abatement may be required as provided therein. The city shall seek compliance through Chapter 1.18 BCC if compliance is not achieved through this code.

#### **14.60.030 Application.**

This code shall be in effect throughout the city.

#### **14.60.040 Definitions.**

For additional definitions, see Chapter 20.50 BCC (Land Use Code). Except where specifically defined herein, all words used in this code shall carry their customary meanings. Words used in the present tense include the future, the plural includes the singular, the word "shall" is mandatory, and the word "may" denotes a use of discretion in making a decision. Words used with the masculine gender include the feminine, and the feminine the masculine. The following words and phrases, when used in this code, shall have the following meanings:

A. A definitions.

"Activity centers" means locations such as schools, parks, retail areas and shopping centers, places of employment, or public service agencies that attract people.

"Approach" means the cement concrete or asphalt section between a public street and a residential driveway, commercial driveway, or private road that provides a

transition from the street to the driveway or private road for vehicle ingress and egress and facilitates pedestrian traffic across the driveway or private road.

B. B definitions.

~~“Bicycle facilities” means a general term referring to improvements that accommodate or encourage bicycling, including parking facilities, bike racks, bicycle route mapping, and bicycle route development.~~

“Bicycle lane” means a portion of a public street designated by striping and pavement markings for the preferential or exclusive use of bicyclists. Refer to the city’s Pedestrian and Bicycle Transportation Facilities Plan and the Pedestrian and Bicycle Transportation Plan Report.

“Bicycle route” means any route specifically designated for bicycle travel, whether exclusive for bicyclists or to be shared with other transportation modes, as indicated in the Pedestrian and Bicycle Transportation Facilities Plan, or the Pedestrian and Bicycle Transportation Plan Report, or any other city publication.

“Breakaway object” means any object, such as a street tree, having properties up to and including that of a typical 4 by 4 wooden post.

C. C definitions.

“Commercial use” means any land use other than detached single-family residence or residential duplex.

~~D. “Cul-de-sac” means a street closed at one end by widened pavement of sufficient size for vehicles to turn around.~~

~~E. “Curb (wheelchair) ramp” means a ramp cut into a roadway curb to allow access for physically challenged pedestrians to and from sidewalks and streets.~~

FD. D definitions.

“Dedication” means the transfer of land or interest in land by the owner of such land to the city for public uses, reserving no other rights than such as are compatible with the full exercise and enjoyment of the uses to which the property has been dedicated.

~~G. “Developer” means the property owner and his/her authorized agents or contractors responsible for a given project.~~

H. “Development” means any construction or expansion of a building, structure, or use for which a permit, approval, or other authorization is required that creates additional demand and need for transportation improvements; provided, that such development generates at least one new p.m. peak hour trip, when the permit, approval, or other authorization for the development is processed pursuant to Bellevue City Code (Land Use Code) Title 20 or Bellevue City Code (Construction Code) Chapter 23.10. In the case of tenant improvement permits, “development” means any proposed new use or expanded existing use for which SEPA review is required; the threshold for imposing the impact fee for a tenant improvement is 11 new trips in the P.M. peak hour. Development does not include buildings or structures constructed by a regional transit authority, all structures and other modifications of the natural landscape above and below ground or water, or a particular site.

~~I. “Director” means the director of the department of t[Transportation Department] of the city of Bellevue, the director’s authorized representative, or such other persons authorized by the city manager.~~

“Driveway” means a private way of vehicular ingress and egress to a site, extending into the site from a public street or private road.

“Driveway, residential joint use” means a driveway which provides access to two single-family residential lots. Also referred to as “shared driveway”.

JE. E definitions.

“Easement” means a grant of an interest in land by the property owner for a designated use by another person or entity or the public in general.

F. F definitions.

"Fixed object" means any object, such as a fire hydrant or power pole, having properties greater than a typical 4 by 4 wooden post.

"Franchise utilities" means private electrical power, communications, natural gas, or liquid fuels providers or other such providers operating under contractual agreement with the city.

G. G definitions.

(Reserved)

~~K. "Gross square feet" means the total number of square feet within the finished wall surface of the outer building walls of a structure, excluding vent shafts, outdoor courts and parking.~~

L. H. H definitions.

"High occupancy vehicle (HOV)" means an automobile, vanpool, or bus with two or more occupants.

I. I definitions.

"Infill" means the development of a lot which is entirely or substantially surrounded by developed lots.

J. J definitions.

(Reserved)

K. K definitions.

(Reserved)

L. L definitions.

"Landing" means the initial 20 to 30 feet of a driveway or private road behind the back of sidewalk or connection to the public right-of-way (when sidewalk is not present) that is usually limited to grades as specified in the Transportation Department Design Manual.

M. M definitions.

"Mixed use development" means the development of a contiguous tract of land, a building, or a structure with two or more different uses as identified on the Land Use Charts in the Land Use Code.

~~N. "Mode split" means the percentage of overall trips made by different means of transportation, including transit, carpool, vanpool, driving alone (Single Occupancy Vehicle), bicycling, and walking.~~

N. N definitions.

(Reserved)

~~O. "Peak period" means two hours during any a.m. or p.m. period when vehicular arrival and departure from the site is highest.~~

O. O definitions.

(Reserved)

P. P definitions.

"Planned unit development" means a grouping of structures which contain certain uses occurring at a certain density, permitted subject to specified procedures and standards.

"Plat" means the map or representation of a subdivision.

"Plat, preliminary" means a neat and approximate drawing of a proposed subdivision showing the general layout of streets and alleys, lots, blocks, and restrictive covenants to be applicable to the subdivision, and other elements of a plat or subdivision which shall furnish a basis for the approval or disapproval of the general layout of a subdivision, consistent with LUC 20.45A and Chapter 58.17 RCW.

"Plat, short" means the map or representation of a subdivision of nine parcels or less.

"PM peak period" means the two hours between 4:00 PM and 6:00 PM.

“Public utilities” means all drinking water, wastewater, and storm drainage facilities and their appurtenances thereto that are in the right of way or that have been dedicated and accepted by the city for ownership and operation, unless otherwise designated.

Q. Q definitions.

(Reserved)

R. R definitions.

“Residential” means a building, project, street, or area associated with single-family or duplex structures.

“Review engineer” means the director of the Transportation Department of the city of Bellevue or his/her authorized representative.

P. “Right-of-way (public)” means all public streets and property dedicated to public use for streets together with public property reserved for public utilities, transmission lines and extensions, walkways, sidewalks, bikeways or equestrian trails.

“Road, private” means a way, located on private property, open to vehicular ingress and egress established as a separate tract or easement for the benefit of three to nine adjacent properties or dwelling units, or as otherwise allowed by BCC 14.60.130. This definition shall not apply to driveways.

S. S definitions.

“Shared roadway” means key links in the bicycle system, generally unmarked. These streets will usually have wider curb lanes and should provide for bicycle access. These links are identified on the bicycle system maps and bicycle project lists which provide more details on street design and specifications.

Q. “Single occupancy vehicle (SOV)” means automobiles transporting the driver only.

“Site” means a lot or group of lots associated with a certain application, building or buildings, or other development.

“Street, arterial” means a street which provides connections between neighborhoods, commercial activities, regional facilities, and other arterials as described in the Roadway Network section of the Transportation Element portion of the city of Bellevue Comprehensive Plan.

R. “Street frontage” means any part of private or public property which borders a public street.

“Street, local” means a street which provides access to abutting land uses and serves to carry local traffic to arterials, as described in the Roadway Network section of the Transportation Element portion of the city of Bellevue Comprehensive Plan.

“Street, public” means publicly-owned land for the movement of vehicles and pedestrians and providing for access to adjacent parcels, and also means land subject to an easement or dedication in favor of the public for the movement of vehicles and pedestrians and providing for access to adjacent parcels.

S. “Street tree” means a tree planted within the public right-of-way, or between a curb and a pedestrian facility.

“Subdivision” means the division or redivision of land into ten or more lots, tracts, parcels, sites, or divisions for the purpose of sale, lease, or transfer of ownership, including all resubdivision of land.

“Subdivision, short” means the division or redivision of land, including a unit of land resulting from a previous subdivision, short subdivision, or revision into nine or fewer lots, tracts except nonbuilding tracts, parcels, sites or divisions, for the purpose of sale or lease or transfer of ownership.

T. T definitions.

(Reserved)

U. U definitions.

(Reserved)

V. V definitions.

(Reserved)

W. W definitions.

(Reserved)

X. X definitions.

(Reserved)

Y. Y definitions.

(Reserved)

Z. Z definitions.

(Reserved)

#### **14.60.050 Traffic impact analysis reports.**

Traffic impact analysis reports are required for proposed development projects when the city has reason to believe that the impact on the city's existing or planned future transportation facilities ~~will be significant~~ may be significant or may require mitigation.

#### **14.60.060 Traffic Transportation system impact mitigation.**

A. The director may ~~require~~ impose conditions necessary to mitigate traffic impacts resulting from a development project. Mitigation measures may include, but are not limited to, ~~traffic diverters, installation of medians, installation of left turn barriers and neighborhood street parking enforcement~~ traffic signal or street light installation or modifications, traffic monitoring devices, transit facilities, intersection modifications, installation of left turn barriers, and neighborhood traffic calming devices such as traffic diverters and installation of medians.

B. The director may require the ~~permittee~~ developer to participate in the funding of mitigation measures required as a result of traffic impacts associated with development on the property.

#### **14.60.070 Transportation management program.**

A. The owner of property upon which new structural development is proposed shall, prior to issuance of any initial occupancy Temporary Certificate of Occupancy of any the primary functional business space used by employees building, ~~establish~~ implement a transportation management program (TMP) ~~to the extent required by in accordance with the provisions of BCC 14.60.070(E) and in accordance with the provisions thereof.~~

B. Existing TMP-affected properties may petition the director to transition to current code requirements. Existing structures are not subject to the requirements of this section except where a substantial remodel as defined in BCC 14.60.110.B is proposed.

C. The director shall specify the TMP submittal requirements, including type, detail, format, methodology, and number of copies, for an application subject to this section to be deemed complete and accepted for filing. The director ~~may~~ waive specific submittal requirements determined to be unnecessary for review of an application.

D. For the purposes of this section, the term "employees" includes all on-site workers in buildings subject to the requirements of this section.

E. The owner of any property for which a TMP is required shall include those components identified as requirements on the following Transportation Management Program Requirements ~~Chart~~ Table. The ~~chart~~ table identifies the total gross square footage (for one or more structures) at which ~~specific~~ requirements become applicable. The requirements identified on the ~~chart~~ table are described in BCC 14.60.070(F) and in the TMP Menu of Options (BCC 14.60.070(F)(13)). Requirements shall be applicable to any subsequent owners for the life of the building(s).

## TRANSPORTATION MANAGEMENT PROGRAM (TMP) REQUIREMENTS

Programmatic Requirement (1)	Office & High Technology Light Industry (2)	Mftng/Assembly (other than High Tech)	Professional Services Medical Clinics & Other Health Care Services	Hospitals (3)	Retail/ Mixed Retail/ Shopping Centers	Residential: Multiple Family Dwellings	Mixed Uses (3)(4)
No requirements	Less than 30,000 gsf	Less than 50,000 gsf	Less than 30,000 gsf	Less than 80,000 gsf	Less than 60,000 <u>150,000</u> gsf	Less than 400 units	(4)(5)
<b><u>TMP Base Requirements</u></b>	<u>30,000 gsf and over</u>	<u>50,000 gsf and over</u>	<u>30,000 gsf and over</u>	<u>80,000 gsf and over</u>	<u>150,000 gsf and over</u>		(5)
Post information (See subsection (F)(1)(a) and (b))	30,000 gsf and over	50,000 gsf and over	30,000 gsf and over	80,000 gsf and over	60,000 <u>150,000</u> gsf and over	400 units and over	(4)(5)
Distribute information (See subsection (F)(2))	30,000 gsf and over	50,000 gsf and over	30,000 gsf and over	80,000 gsf and over	N/A <u>150,000 gsf and over</u>	N/A	(4)(5)
Provide transportation coordinator (See subsection (F)(3)(a) and (b))	50,000 gsf and over <u>30,000 gsf and over</u>	150,000 gsf and over <u>50,000 gsf and over</u>	50,000 <u>30,000</u> gsf and over	80,000 gsf and over	150,000 gsf and over	N/A	(4)(5)
<b><u>Line item parking costs in lease agreements (See subsection (F)(4))</u></b>	<u>30,000 gsf and over</u>	N/A	N/A	N/A	N/A		(5)
<b><u>Provide Bicycle Parking (See subsection (F)(5))</u></b>	<u>30,000 gsf and over</u>	<u>50,000 gsf and over</u>	<u>30,000 gsf and over</u>	<u>80,000 gsf and over</u>	<u>150,000 gsf and over</u>		(5)
<b><u>Submit TMP implementation plan (See subsection (F)(6))</u></b>	<u>30,000 gsf and over</u>	<u>50,000 gsf and over</u>	<u>30,000 gsf and over</u>	<u>80,000 gsf and over</u>	<u>150,000 gsf and over</u>		(5)
<b><u>Submit biennial report (See subsection (F)(7))</u></b>	<u>30,000 gsf and over</u>	<u>50,000 gsf and over</u>	<u>30,000 gsf and over</u>	<u>80,000 gsf and over</u>	<u>150,000 gsf and over</u>		(5)
<b><u>Submit proof of legal recording (See subsection (F)(8))</u></b>	<u>30,000 gsf and over</u>	<u>50,000 gsf and over</u>	<u>30,000 gsf and over</u>	<u>80,000 gsf and over</u>	<u>150,000 gsf and over</u>		(5)
<b><u>Facilitate Ridematching Service (See subsection (F)(9))</u></b>	<u>50,000 gsf and over</u>	N/A	N/A	N/A	N/A		(5)
<b><u>Employee survey (See subsection</u></b>	<u>50,000 gsf and over</u>	N/A	N/A	N/A	N/A		(5)

<b>(F)(10)</b>							
<b>Employee survey participation in lease agreements (See subsection (F)(11))</b>	50,000 gsf and over	N/A	N/A	N/A	N/A		(5)
<b>Performance goal (See subsection (F)(12))</b>	50,000 gsf and over	N/A	N/A	N/A	N/A		(5)
<b>TMP Menu of Options Requirement (See subsection (F)(13))</b>	69 points for 50,000 gsf or over	45 points for 150,000 gsf or over	45 points for 50,000 gsf or over	45 points for 80,000 sf or over	45 points for 150,000 sf or over		(5)
<b>If performance targets are attained (See subsection (F)(14))</b>	5 point reduction after biennial survey confirmation	N/A	N/A	N/A	N/A		(5)
<b>If performance targets are not attained (See subsection (F)(15))</b>	Additional 5 points required with each biennial survey confirmation until improvement occurs or additional efforts demonstrate no improvement	N/A	N/A	N/A	N/A		(5)
<b>Provide preferential parking (See subsection (F)(4)(a), (b) and (c))</b>	50,000 gsf and over	150,000 gsf and over	50,000 gsf and over	80,000 gsf and over	150,000 gsf and over	N/A	(4)
<b>Provide financial incentive (See subsection (F)(5))</b>	50,000 gsf and over	150,000 gsf and over	50,000 gsf and over	80,000 gsf and over	N/A	N/A	(4)
<b>Provide guaranteed ride home (See subsection (F)(6))</b>	50,000 gsf and over	150,000 gsf and over	50,000 gsf and over	80,000 gsf and over	N/A	N/A	(4)

Footnotes to Transportation Management Program Requirements Chart Table:

- (1) Specific actions that the owner of the property must take to mitigate parking and traffic impacts.
- (2) Excluding medical clinics and other health care services.
- (3) Including hospitals conditioned with a TMP under Bellevue City Code 20.25J.050(B).
- (3)(4) Other than mixed retail.
- (4)(5) Requirements for mixed uses will be determined on a project basis as described in subsection (G)(4) of this section.

F. As indicated on the Transportation Management Program Requirements Chart Table, the property owner shall:

1. Post Information.

a. Post ridesharing and transit information from Metro, Sound Transit, or other approved sources; information about walking and bicycling; traffic information; all TMP elements practiced onsite; and Transportation Coordinator's contact information in a visible central location in the building, such as the lobby or other public area near the major entrance to the building on a continual basis. Posting a url link and providing a computer or kiosk for online access may be considered adequate for fulfilling this requirement if the url link provides sufficient information as determined by the director. This requirement applies to each building in a building complex or phased project.

b. All posting materials required by the Transportation Management Program Requirements Chart Table must be provided by a source approved by the director.

2. Distribute Information. Distribute ridesharing and transit information from Metro, Sound Transit, or other approved sources annually to all tenants and employees and to new tenants and new employees. Such information must identify available ridesharing and transit services; information about walking and bicycling; all TMP elements practiced onsite; and the Transportation Coordinator's contact information.

3. Provide a Transportation Coordinator.

a. The coordinator shall publicize the availability of ridesharing commute options, provide reports to the city (see BCC 14.60.070~~(4)~~(F)(7)), act as liaison to the city, assist with commute surveys, if required (see BCC 14.60.070(F)(10)), and provide ridesharing matching assistance in conjunction with Metro or a private system sponsored by the property owner as approved by the city.

b. The property owner must provide the transportation coordinator's name to the city. The coordinator must be available for quarterly meetings and training sessions conducted by the city or other agency approved by the city. The property owner and manager must allow the coordinator to access building tenants quarterly. TransManage or another organization approved by the City may act as Transportation Coordinator.

4. ~~Provide Preferential Parking.~~

~~a. Provide specially marked parking spaces in a preferential location between 6:00 a.m. and 9:00 a.m. for each registered carpool and vanpool in which tenants and their employees participate. A preferential location includes proximity to the building and covered parking when possible.~~

~~b. Preferential parking must be enforced and monitored through on-site inspection at least three mornings a week.~~

~~c. To facilitate monitoring, carpools and vanpools must be certified by the coordinator through a registration system as approved by the city, and be recertified quarterly.~~

4. Line Item Parking Costs in Lease Agreements. Identification of parking cost as a separate line item in such leases and a minimum rate for monthly long-term parking, not less than the retail cost of a current Metro Sound Transit two-zone one-month pass or the area market parking rate, whichever is lower.

5. ~~Provide Financial Incentive.~~

~~Provide a minimum of \$15.00 per month financial incentive for employees on-site who commute by carpool, vanpool or transit. The financial incentive for transit riders and Metro vanpool riders will be a discounted Metro Transit (or a comparable service) bus/vanpool pass. The financial incentive for each carpool and non-Metro vanpool participant will be a cash bonus to the participant, a coupon redeemable for gasoline, or an equivalent discount in parking charges.~~

5. Provide Bicycle Parking. Provide secure, covered bicycle commuter parking in a preferred location. A preferred location is characterized by proximity to a building entrance or garage elevator and the primary bicycle entrance to the parking facility. The amount of bicycle parking provided shall meet applicable bicycle parking requirements specified in the Land Use Code and be in sufficient supply to meet demand.

~~6. Provide Guaranteed Ride Home. Provide a taxi-scrip system of low-cost rides home for on-site employee transit riders or registered on-site employee carpoolers and vanpoolers who miss a bus or ride because of an employer requirement to work late or because of a need to leave early due to illness or home emergency.~~

6. Submit TMP Implementation Plan. An initial action TMP implementation plan for implementing the TMP shall be submitted within six months of before the issuance of the temporary certificate of occupancy of the primary functional business space used by employees. A temporary certificate of occupancy shall not be issued without Transportation Department approval of the initial implementation plan. The action implementation plan shall describe each transportation management techniques that the property owner will use to encourage HOV use by employees and reduce peak period vehicle trips as necessary to meet the performance goals program requirement applicable to the property and a timeline for implementation for each requirement. For projects subject to design review, the locations of commuter information centers, preferential carpool and vanpool parking, bicycle parking, and showers or lockers shall be identified on project plans. City staff will be available to assist in the development of the action implementation plan.

7. Submit Biennial Report. The property owner shall submit a completed report form provided by the city every two years, for the life of the building. The report shall describe compliance with each of the required transportation management program components, the total number of onsite employees, the total number of tenants, the total number of parking spaces, the location of carpool and vanpool loading zones, parking management operations, and any voluntary efforts to mitigate parking and traffic impacts. The city shall then determine compliance with this section.

8. Submit Proof of Legal Recording. Prior to the issuance of a building permit or of any approvals made pursuant to Chapter 20.30 BCC, the owner of property subject to this section shall record an agreement between the city and the property owner with the King County division of records and elections Recorder's Office and with the Bellevue city clerk that requires compliance with this section by the present and future owners of the property. (Ord. 4822 § 1, 1995.) Prior to the issuance of a Temporary Certificate of Occupancy, the owner of property subject to this section shall record a TMP implementation plan detailing specific trip reduction activities and a timeline for implementation. A copy of the legal recording(s) shall be submitted to the city TMP administrator.

9. Facilitate Ridematching Service. Promote and facilitate use of regional ridematching service by building employees so as to encourage carpool and vanpool formation. At least 1 ridematching event shall be held annually and may include employees from adjacent buildings to encourage ridematching across buildings. A personalized ridematching service for building employees to encourage carpool and vanpool formation. The ridematching service must enhance the computerized ridematching service available from Metro (or a comparable service), with personalized follow-up with individual employees.

10. Employee Survey. The property owner shall conduct a survey to determine the employee mode split. The survey must be conducted by an independent agent approved by the city. This survey shall be conducted in a manner to produce a 70 percent response rate and shall be representative of the employee population. If the response

~~rate is less than 70 percent, all nonresponses up to 70 percent shall be considered SOV trips. The survey results shall be used as the basis for calculating performance levels. The city shall provide a survey form to the property owner. For building tenants subject to Commute Trip Reduction (CTR) requirements, CTR survey results may substitute for the tenant survey. For buildings with 90 percent of employees subject to CTR requirements, CTR surveys may substitute for the building survey.~~

a. Schedule of Survey. The survey is to be conducted every two years; the first survey shall be conducted one year after the issuance of the CO.

b. Analysis of Performance Goals.

i. Single Occupancy Vehicle Use Formula:

$(NS/NT)(100) = \text{percent SOV use, where:}$

NS = number of employees who commute to work by SOV

NT = total number of employees

~~11. Employee Survey Participation in Lease Agreements. Leases agreements in which the shall specify that tenants are required to participate in periodic employee surveys.~~

~~12. Performance Goal. The owner of a building with 50,000 gross square feet or more of office subject to this requirement shall, as part of the TMP for the building, comply with the following performance goals:~~

~~a. For every other year beginning with the building's first certificate of occupancy (CO) anniversary baseline survey and for 10 years thereafter, the performance goals shall become more progressively restrictive by 4 percent every 2 years, so that by the tenth year the maximum SOV rate will be reduced by ~~35~~ 20 percent from the CO-year baseline. The 4 percent increments shall be calculated by dividing the total 20 percent target by 5. For developments with multiple phases, the 10-year period begins one year after the issuance of the final certificate of occupancy for the first phase.~~

~~b. The city may adjust the above rates every other year based on review of current conditions in the downtown, the characteristics of the building, and other local or state regulations.~~

~~c. These performance goals apply to present and future property owners for the life of the building.~~

~~13. TMP Menu of Options Requirement. Based on the project size and land use, each property owner is required to reach a designated amount of points identified in the TMP Requirements Table. Property owners may choose from a menu of options to fulfill point requirements. Each TMP option is assigned a value that, when implemented in conjunction with other TMP options, is summed together to meet the required number of points. The Transportation Department shall develop or update the TMP Menu of Options using the following methodology:~~

~~a. Review TMP reports to evaluate the administrative and financial burdens of property owners to implement options, and the efficacy of existing and potential options.~~

~~b. Review current mode share survey data for significant mode choice factors identified by employees.~~

~~c. Review best practices to evaluate the efficacy of existing and potential options.~~

~~d. Options will be assigned points based on four criteria:~~

~~i. The financial burden of the property owner/manager to implement the option.~~

~~ii. The administrative burden of the property owner/manager to implement the option.~~

iii. To what extent the option provides or supports a non-drive-alone transportation option.

iv. The amount of drive-alone reduction expected with the option.

e. Points for the four criteria will then be totaled, giving each option an assigned value. Property owners then select options to meet the required number of points.

14. If performance targets are attained. The required amount of points as calculated in the TMP Menu of Options shall be reduced by 5 points with each biennial survey confirmation of performance attainment. Point reductions shall not be below base requirements if performance targets are attained.

15. If performance targets are not attained. The required amount of points as calculated in the TMP Menu of Options shall be increased by 5 points with each biennial survey confirmation of performance non- attainment. No more than 88 points shall be required for any development.

G. Determination of Requirements for Mixed Uses. The director shall determine the transportation management program requirements for mixed uses. These requirements shall be limited to the requirements described in subsections E and F. The director shall apply the requirements for the same or most similar uses as described in subsections E and F.

H. Substitution of Alternate Program. With the approval of the director an alternate transportation management program may be substituted by the property owner for those components identified as requirements in subsection F if, in the judgment of the director the alternate program is at least equal in potential benefits to the requirements in subsection F. Buildings with tenant(s) affected by Commute Trip Reduction (CTR) requirements may substitute CTR program elements provided by the CTR-affected tenant(s) for corresponding TMP Program Requirements specified in subsection F, provided that the CTR program elements match the description in subsection F, and the CTR program elements extend to at least 90% of the building population. Any TMP Program Requirements not covered by CTR-affected tenants must be fulfilled by the property owner.

~~I. Reporting Requirements. Beginning one year after the issuance of a final certificate of occupancy, and every two years thereafter for development subject to this section, the property owner shall submit a report to the director, who shall then determine compliance with this section. The report shall describe each of the required transportation management program components that were in effect for all previous years, the total number of on-site employees, the expenditures for financial incentives and guaranteed ride home, the number of bus passes sold, and the number of registered carpools and vanpools. A report form will be provided to the property owner by the city.~~

~~J. Recording. Prior to the issuance of a building permit or of any approvals made pursuant to Chapter 20.30 BCC, the owner of property subject to this section shall record an agreement between the city and the property owner with King County division of records and elections and with the Bellevue city clerk that requires compliance with this section by the present and future owners of the property. (Ord. 4822 § 1, 1995.)~~

I. Failure to Meet Performance Goals.

1. Remedies. If the city determines that the property owner has failed to meet the progressive or overall performance goals of BCC 14.60.080(G) 14.60.070(F)(12), the property owner shall comply with the action plan, employee survey and reporting requirements as set forth below.

2. Action Plan Requirement.

a. Plan Required. If the property owner fails to meet the performance goals, the property owner shall prepare, submit to the city and implement an action plan to meet the performance goals within one year.

b. Adequacy of Plan. The property owner will be allowed flexibility in developing the action plan subject to city review and approval, which approval shall not be unreasonably withheld. As a guide to this review, the city will evaluate the following:

i. The relationship of the number of employees that would be affected by the plan actions to the size of the deficiency which must be reduced.

ii. The effectiveness of proposed actions as they have been applied elsewhere in comparable settings.

iii. The schedule for implementation of the action plan and the assignment of responsibilities for each task.

3. Annual Employee Survey Requirements. An employee survey shall be conducted within one year of the date of submission of the previous report to the city. This survey shall be conducted under the same conditions and using the same methods as described in ~~BCC 14.60.080(D)(1)~~ 14.60.070(F)(10).

4. Annual Report Requirement. A report shall be submitted one year after the submission of the previous report. The report shall include all of the contents described in ~~BCC 14.60.080(E)(4)~~ 14.60.070(F)(7), and in addition shall include descriptions of:

a. Implementation of the action plan, including expenditures; and

b. Summary of effectiveness of elements of the action plan.

5. Duration. The property owner shall comply with the action plan, the annual survey and the annual report requirements every year that the property owner fails to meet the progressive or overall performance goals up to a maximum of six years after submission of the first report.

6. Assurance Device. In the event of a failure by the property owner to make a good-faith effort to execute the implementation plan and to meet the applicable performance goals, the property owner shall provide to the city an assurance bond, or other assurance device referenced in BCC 14.60.021(C), at the property owner's option, securing any financial incentives prescribed in an action plan. The assurance device shall equal the cost of the maximum incentive levels which could be required for the following year as referenced in the action plan. The amount of the assurance device shall be determined when the level of activity is determined on the action plan. The assurance device shall be issued not later than 60 days after this determination. A good-faith effort will be determined by the director and will consider levels of incentives and costs of parking.

J. Violations. The director shall assign responsibility for monitoring and enforcing compliance. The property owner shall be in violation of the requirements of BCC ~~14.60.080~~ 14.60.070 if he/she fails to:

~~1. Comply with the programmatic requirements of BCC 14.60.080(B)(1) 14.60.070(E)(F) and/or 14.60.070(I); or~~

~~2. Comply with the reporting requirements of BCC 14.60.080(E); or~~

~~3. Submit the required action plans required in BCC 14.60.080(F)(2); or~~

~~4. Implement the required action plans required in BCC 14.60.080(F)(2); or~~

~~5. Conduct the required employee survey of BCC 14.60.080(F)(3). (Ord. 4822 § 1, 1995.)~~

#### **~~14.60.080 Transportation management program — Downtown.~~**

~~A. The director may require a transportation management program (TMP) for any project proposed within the downtown in order to reduce congestion, reduce peak hour trips, or implement the policies of the comprehensive plan.~~

~~B. Programmatic Requirements.~~

~~1. The owner of a building with 50,000 gross square feet or more of office shall, in addition to the programmatic elements identified in the Transportation Management Requirement Chart in BCC 14.60.070(F), perform or cause to be performed the following elements:~~

~~a. Commuting options information boards for each tenant with 50 or more employees.~~

~~b. Leases in which the tenants are required to participate in periodic employee surveys.~~

~~c. Identification of parking cost as a separate line item in such leases and a minimum rate for monthly long term parking, not less than the cost of a current Metro two-zone pass.~~

~~d. A personalized ridematching service for building employees to encourage carpool and vanpool formation. The ridematching service must enhance the computerized ridematching service available from Metro (or a comparable service), with personalized follow up with individual employees.~~

~~2. Duration. The programmatic requirements shall continue for the life of the building.~~

~~C. Performance Goals.~~

~~1. The owner of a building with 50,000 gross square feet or more of office shall, as part of the TMP for the building, comply with the following performance goals:~~

~~a. For every other year beginning with the building's first certificate of occupancy (CO) anniversary and for 10 years thereafter, the performance goals shall become more restrictive, so that by the tenth year the maximum SOV rate will be reduced by 35 percent from the CO year baseline.~~

~~b. The city may adjust the above rates every other year based on review of current conditions in the downtown, the characteristics of the building, and other local or state regulations.~~

~~c. These performance goals apply to present and future property owners for the life of the building.~~

~~D. Survey and Analysis Requirements.~~

~~1. Employee Survey. The property owner shall conduct a survey to determine the employee mode split. The survey must be conducted by an independent agent approved by the city. This survey shall be conducted in a manner to produce a 70 percent response rate and shall be representative of the employee population. If the response rate is less than 70 percent, all nonresponses up to 70 percent shall be considered SOV trips. The survey results shall be used as the basis for calculating performance levels. The city shall provide a survey form to the property owner.~~

~~2. Schedule of Survey. The survey is to be conducted every two years; the first survey shall be conducted one year after the issuance of the CO.~~

~~3. Analysis of Performance Goals.~~

~~a. Single Occupancy Vehicle Use Formula:~~

~~$(NS/NT)(100) = \text{percent SOV use, where:}$~~

~~NS = number of employees who commute to work by SOV~~

~~NT = total number of employees.~~

~~E. Reporting Requirements.~~

~~1. Content of Evaluation Report. The property owner shall submit a report to the city which includes the following elements:~~

~~a. The property owner's compliance with the performance goals listed in BCC 14.60.080(C), including the number of HOV spaces, their location, how HOV spaces are monitored, loading and van parking locations, transportation coordinator activities, the~~

~~number and location of commuter information centers and employer commuter options boards, an example of lease language, past and current parking costs and ridematch activities.~~

~~b. The results of the employee survey, including the survey procedures and the percent SOV use by employees.~~

~~e. Any nonrequired activities undertaken by the property owner to encourage HOV and transit use or any unusual circumstances which have affected SOV use.~~

~~The city will provide a report form to the property owner.~~

~~2. Reporting Schedule. An initial action plan for implementing the TMP shall be submitted within six months of the issuance of the temporary certificate of occupancy. The action plan shall describe transportation management techniques that the property owner will use to encourage HOV use by employees and reduce peak period vehicle trips as necessary to meet the performance goals. City staff will be available to assist in the development of the action plan. The evaluation reports shall occur by building's first CO anniversary, and every two years thereafter.~~

~~F. Failure to Meet Performance Goals.~~

~~1. Remedies. If the city determines that the property owner has failed to meet the performance goals of BCC 14.60.080(C), the property owner shall comply with the action plan, employee survey and reporting requirements as set forth below.~~

~~2. Action Plan Requirement.~~

~~a. Plan Required. If the property owner fails to meet the performance goals, the property owner shall prepare, submit to the city and implement an action plan to meet the performance goals within one year.~~

~~b. Adequacy of Plan. The property owner will be allowed flexibility in developing the action plan subject to city review and approval, which approval shall not be unreasonably withheld. As a guide to this review, the city will evaluate the following:~~

~~i. The relationship of the number of employees that would be affected by the plan actions to the size of the deficiency which must be reduced.~~

~~ii. The effectiveness of proposed actions as they have been applied elsewhere in comparable settings.~~

~~iii. The schedule for implementation of the action plan and the assignment of responsibilities for each task.~~

~~3. Annual Employee Survey Requirements. An employee survey shall be conducted within one year of the date of submission of the previous report to the city. This survey shall be conducted under the same conditions and using the same methods as described in BCC 14.60.080(D)(1).~~

~~4. Annual Report Requirement. A report shall be submitted one year after the submission of the previous report. The report shall include all of the contents described in BCC 14.60.080(E)(1), and in addition shall include descriptions of:~~

~~a. Implementation of the action plan, including expenditures; and~~

~~b. Summary of effectiveness of elements of the action plan.~~

~~5. Duration. The property owner shall comply with the action plan, the annual survey and the annual report requirements every year that the property owner fails to meet the performance goals up to a maximum of six years after submission of the first report.~~

~~6. Assurance Device. In the event of a failure by the property owner to meet the performance goals, the property owner shall provide to the city an assurance bond, or other assurance device referenced in BCC 14.60.021(C), at the property owner's option, securing any financial incentives prescribed in an action plan. The assurance device shall equal the cost of the maximum incentive levels which could be required for the following year as referenced in the action plan. The amount of the assurance device~~

shall be determined when the level of activity is determined on the action plan. The assurance device shall be issued not later than 60 days after this determination.

~~G. Violations. The property owner shall be in violation of the requirements of BCC 14.60.080 if he/she fails to:~~

- ~~1. Comply with the programmatic requirements of BCC 14.60.080(B)(1); or~~
- ~~2. Comply with the reporting requirements of BCC 14.60.080(E); or~~
- ~~3. Submit the required action plans required in BCC 14.60.080(F)(2); or~~
- ~~4. Implement the required action plans required in BCC 14.60.080(F)(2); or~~
- ~~5. Conduct the required employee survey of BCC 14.60.080(F)(3). (Ord. 4822 § 1, 1995.)~~

#### **14.60.090 Dedication of right-of-way.**

A. The city may require the dedication of right-of-way by the developer as a condition of development approval in order to incorporate transportation improvements which are reasonably necessary to mitigate the direct impacts of the development. The developer property owner may be required to dedicate right-of-way to accommodate:

1. Motorized and nonmotorized transportation facilities including, but not limited to, landscaping, utility, bicycle lanes, street lighting, and traffic control devices; and buffer requirements; and/or
2. Street frontage improvements where the existing right-of-way is not adequate; and/or
3. The extension of existing or future public street improvements; and/or
4. Planned improvements identified in the Bellevue city code, and city guidelines or standards or adopted plans including, but not limited to, the Capital Investment Program Plan, Transportation Facilities Plan, Pedestrian and Bicycle Transportation Facilities Plan, and Comprehensive Plan.

B. Some reduction in the minimum right-of-way requirement may be granted by the review engineer where it can be demonstrated that sufficient area has been provided for all frontage improvements, including public utilities, within the right-of-way.

C. The owner developer of a subdivision may be required to dedicate right-of-way, as a condition of approval of the subdivision, where existing right-of-way for public streets is not adequate to incorporate necessary frontage improvements for public safety and to provide compatibility with the area's circulation system.

D. The owner developer of a short subdivisions may be required to dedicate right-of-way, as a condition of approval of the short subdivision, where such dedication is necessary to mitigate the direct impacts of the short subdivision and:

1. The short subdivision abuts an existing substandard public street and the additional right-of-way is necessary to incorporate future frontage improvements for public safety; or
2. Right-of-way is needed for the extension of existing public street improvements necessary for public safety; or
3. Right-of-way is needed to provide future street improvements necessary for public safety for planned new public streets.

E. The developer shall provide legal descriptions prepared and certified by a licensed land surveyor, together with a graphic exhibit, in a form acceptable to the review engineer, for right-of-way to be dedicated pursuant to this section.

#### **14.60.100 Easements and tracts.**

A. Easements for all public streets facilities and public utilities needed to serve the proposed development consistent with the provisions of the eComprehensive pPlan and other adopted city plans, including the Pedestrian and Bicycle Transportation Facilities

Plan, shall be granted by the developer ~~property owner~~. Easements may be required for private streets roads, sidewalks, bicycle and pedestrian facilities, street lighting, traffic control devices, and or temporary construction. Design features of a street may necessitate the granting of slope, wall, and drainage easements.

B. The granting of Nonmotorized easements may be required as a condition of development approval where necessary to facilitate pedestrian circulation between neighborhoods, schools, shopping centers and other activity centers even if the facility is not specifically shown on the city's ~~nonmotorized circulation plan~~. Pedestrian and Bicycle Transportation Facilities Plan, or where pedestrian walkways are identified on school "Recommended Walking Routes" maps designated by the Bellevue school district and city of Bellevue, provided, such easements are reasonably necessary to mitigate the direct impacts of the development.

C. Nonmotorized easements and tracts shall be wide enough to include the trail width and a minimum clear distance of two feet on each side of the trail. The clear distance shall remain free of obstructions such as fencing, trees, and shrubs. Easement width may vary according to site-specific design issues such as topography, buffering, and landscaping, and fencing.

~~D. Easements shall be designated "city of Bellevue nonmotorized public easement" and easement documents shall specify the maintenance responsibility.~~

~~E. The city may accept dedications of sensitive areas which have been identified and are required to be protected as a condition of development. Dedication of such areas to the city will be considered when:~~

- ~~1. The dedicated area would contribute to the city's overall open space and greenway system;~~
- ~~2. The dedicated area would provide passive recreation opportunities and nonmotorized linkages;~~
- ~~3. The dedicated area would preserve and protect ecologically sensitive natural areas, wildlife habitat and wildlife corridors;~~
- ~~4. The dedicated area is of low hazard/liability potential; and~~
- ~~5. The dedicated area can be adequately managed and maintained. (Ord. 4822-1, 1995.)~~

D. Nonmotorized easements and tracts shall be staked by a licensed land surveyor with permanent survey markers as directed by the review engineer.

E. The developer shall provide legal descriptions prepared and certified by a licensed land surveyor, together with a graphic exhibit, in a form acceptable to the review engineer, for easements and tracts proposed or required pursuant to this section. Nonmotorized easements shall be designated "City of Bellevue Nonmotorized Public Easement." Nonmotorized easement documents shall specify the maintenance responsibility for the facility.

F. Easements shall be submitted to the city and recorded as follows:

1. For commercial development, including planned unit developments not combined with a subdivision, prior to issuance of a building permit.
2. For subdivisions, short subdivisions and planned unit developments combined with a subdivision:
  - a. Off-site easements shall be recorded prior to issuance of a clear and grade permit;
  - b. On-site easements shall be recorded with the final plat.

#### **14.60.105 Lots with multiple frontages.**

When a lot abuts two or more public streets, private roads, or combination thereof, the city may prohibit access from one or more of those streets or roads if the city determines

that such prohibition is necessary for the safe or orderly movement of traffic or would mitigate identified adverse impacts to the surrounding neighborhood or circulation system; provided, that access from at least one street or road shall always be permitted.

#### **14.60.110 Street frontage improvements.**

~~A. The installation construction of street frontage improvements is required prior to issuance of a certificate of occupancy for all new construction, other than single-family homes, or prior to final approval for subdivisions, and short subdivisions as a condition of development approval in order to incorporate transportation improvements which are reasonably necessary to mitigate the direct impacts of the development, and PUDs. For additions and remodels to existing buildings see Section 20.20.560 of the Land Use Code. This requirement shall not apply to single family homes.~~

B. The construction of street frontage improvements is required for all remodels of and/or additions to existing construction resulting in the generation of 30 or more new trips within a one hour interval during the PM peak period, or when determined necessary for the mitigation of adverse environmental impacts identified pursuant to the State Environmental Policy Act. Trip generation shall be determined by the city of Bellevue's adopted trip generation rates.

~~BC. Complete street frontage improvements shall be installed along the entire street frontage of the property at the sole cost of the permittee as directed by the review engineer. Street frontage improvements may include curb, gutter, sidewalk, storm drainage, street lighting, traffic signal equipment, franchise utility installation or relocation (overhead and/or underground, at the city's discretion), landscaping strip, street trees and landscaping, irrigation, street pavement widening, bicycle lanes, safety railings, street signs, pavement marking, and channelization. Beyond the property frontage, the permittee developer shall provide ramps and an asphalt transition from the new sidewalk or walkway to the existing shoulder, and pavement and channelization tapering back to the existing pavement and channelization as needed for safety. The street frontage improvements shall be continued off-site if, and to the extent, deemed necessary by the review engineer in order to provide a safe condition.~~

~~CD. The installation of street frontage improvements is required prior to issuance of any certificate of occupancy (including temporary certificate of occupancy) for new construction other than single-family homes, or prior to final approval for subdivisions or short subdivisions. Exceptions to this requirement are allowed pursuant to BCC 14.60.260.~~

~~DE. Complete engineering and construction drawings for street improvements, public and franchise utility installation, street trenching, and driveway cuts shall be submitted to the review engineer for review and approval. The drawings shall demonstrate that franchise utilities will be co-located to the extent feasible, and coordinated in a manner which allows a single pavement grind and overlay.~~

~~CE. When, (due to site topography, city plans for improvement projects, or other similar reasons) the review engineer determines that street frontage improvements cannot or should not be constructed at the time of building, subdivision, or short subdivision construction, the property owner developer shall, prior to issuance of the building permit or final approval for subdivisions and short subdivisions, at the direction of the review engineer, and as authorized by and in a manner consistent with RCW 82.02.020:~~

~~1. Pay to the city an amount equal to the property owner's developer's cost of installing the required improvements prior to issuance of a building permit, such construction value to be based on reasonable estimates of costs, as approved by the director in consultation with the director of the Utilities Department; or The property~~

~~owner shall provide documentation satisfactory to the city of materials costs, quantities, and labor costs; or~~

2. Record an agreement which provides for these improvements to be installed by the ~~property owner~~ developer by a date acceptable to the city; or

3. Record an agreement to not protest a local improvement district to improve the street frontage.

~~DG.~~ If, at a time subsequent to the issuance of a building permit, a local improvement district is established which includes the property for which the building permit was issued, and if such condition or agreement as prescribed in this section has been performed by the developer, the condition or agreement may be considered in the compilation of the local improvement district assessment roll as a pre-existing contract with the city, for which the ~~property owner~~ developer may be credited against the assessment with the appropriate amount of costs of construction expended by the developer.

~~EH.~~ The requirement for installation of frontage improvements may be waived or modified by the review engineer ~~under either of the following conditions if:~~

1. Adjacent street frontage improvements are unlikely to be installed in the foreseeable future; or

2. ~~The~~ installation of the required improvement would cause significant adverse environmental or safety impacts.

#### **14.60.120 Landscaping in right-of-way, easements and access tracts.**

A. Applicability. The requirements of this section 14.60.120 apply when street frontage improvements are required as part of any development by BCC 14.60.110 or the Land Use code, as may be hereinafter amended.

B. Required Review. The city shall review proposed street frontage improvements for compliance with this section and other applicable city policies and codes.

C. Preservation of Existing Street Trees and Landscaping.

1. Retention of existing vegetation may be required along city streets.

2. Wherever it is necessary to remove or relocate plant materials from the right-of-way in connection with the widening of the street or highway, the paving of a sidewalk, or the installation of ingress or egress, the ~~property owner~~ developer shall replant such trees or replace them according to city standards.

3. Any landscaping in the right-of-way which is disturbed by construction activity on private property, including but not limited to damaged trees or trees that need to be removed, shall be replaced or restored to its original condition by the ~~property owner~~ developer or, in the alternative, at the city's option, the developer may be required to reimburse the city for the full value of the landscaping, such value to be determined by the city based upon reasonable estimates.

4. Landscaping and other improvements such as fencing and rockeries within the right-of-way are subject to removal by the city or at the request of the city. ~~when the right-of-way is needed for public use.~~

D. Street Tree and Landscaping Installation Requirement.

1. Street landscape installation or improvement is required when applicable projects are to be undertaken along any public street arterials as identified on the transportation technical manual and according to guidelines of the transportation technical manual in, and according to the guidelines of, city codes, standards, adopted street design plans, and adopted city plans including the Capital Improvement Plan, Transportation Facilities Plan, Pedestrian and Bicycle Transportation Facilities Plan, and Comprehensive Plan.

~~2. Where not in conflict with other applicable code provisions, ground cover shall be provided for street frontage of the site in order to control erosion. Ground cover shall be provided for site frontage right of way. with a potential for erosion.~~

E. Species Selection. Refer to LUC 20.25A.060 and LUC 20.25H for selection of tree species.

~~1. The selection of tree species in the downtown shall be according to the specified trees in the transportation technical manual — Bellevue downtown street tree species plan.~~

~~2. Outside of the downtown, selection of tree species shall follow the pattern as listed in the transportation technical manual — city of Bellevue designated street trees.~~

~~3. For streets having no designated tree species, but where street trees are required, tree species selection shall be from transportation technical manual — approved street trees.~~

F. Maintenance of Plant Materials.

1. Landscaping in the right-of-way shall be maintained by the abutting property owner(s) unless maintenance has been accepted by the city.

2. All landscape materials in the public right-of-way shall be maintained to industry standards. Trees shall be pruned according to standards adopted by either the National Arborists Association or the International Society of Arboriculture.

3. The property owner is responsible for ensuring that landscaping fronting his/her property does not impair driver or pedestrian sight distance as described in the Transportation Department Design Manual.

~~4. Topping of street trees shall be is prohibited.~~ Cutting of street trees is prohibited except as approved by the city.

#### **14.60.130 Private streets roads.**

A. Private streets roads shall be contained in an easement or tract and will be allowed when:

A1. A covenant which provides for maintenance and repair of the private street road by property owners has been approved by the city and recorded with King County; and

B2. The covenant includes a condition that the private street road will remain open at all times for emergency and public service vehicles; and

C3 The private street road would not hinder public street circulation; and

D4. At least one of the following conditions exists:

4a The street road would ultimately serve ~~four or fewer~~ no fewer than three lots and no more than nine lots; or

2b. The street road would ultimately serve more than ~~four~~ nine lots, and the review engineer and the fire marshal determine that, due to physical site constraints or pre-existing development, no other reasonable access is available. In addition, the proposed private street road would be adequate for transportation and fire access needs, and the private street road would be compatible with the surrounding neighborhood character; or

3c. The private street road would be part of a commercial or residential planned unit development; or

4d. The private street road would serve commercial or industrial facilities where no circulation continuity is necessary.

5. Absent any of the above, public streets are required.

B. The design and construction of private roads shall conform to the requirements of the Transportation Department Design Manual and the Fire Department development standards.

C. Private roads shall be designed such that vehicles attempting to enter the private road will not impede vehicles in the travel lane of the public street.

D. Combined access for adjoining properties is encouraged. In conjunction with approval of a development, the city may require the developer to provide an access and circulation easement to an abutting owner where joint access is reasonable to serve future development. Joint access shall be established in a tract or easement.

E. The installation of private roads onto arterials may be denied at the discretion of the review engineer if alternate access is available.

F. The continued use of a pre-existing private road is not guaranteed with the development of a site.

G. All abandoned private road approaches on the street frontage to be improved shall be removed and new curb, gutter and sidewalk shall be installed.

H. Private road approach grade and configuration shall accommodate future street widening as described in adopted city plans and codes to prevent the need for major private road reconstruction.

I. No private road shall be approved where undesirable impacts, such as backing onto the public sidewalk or street, will occur.

J. Left turns to and from a private road may be restricted either at the time of development or in the future if such maneuvers are found by the city to be undesirable.

K. The requirements of this section may be modified by the director if:

1. The modification is reasonable and necessary for development of the property;

and

2. The modification will result in more efficient access to and circulation within the property; and

3. The modification will not create a hazardous condition for motorists or pedestrians.

#### **14.60.140 ~~Acceptance of dedicated private streets~~ Dedication of private roads as public streets.**

~~Acceptance of dedicated private streets as public streets will be considered~~ The city may accept the dedication of a private road as a public street if the street road meets all public street design and construction standards. Consideration of acceptance is also subject to the requirements of city policies and codes, other city of Bellevue departments. ~~Final acceptance is subject to city council approval and the following criteria: The following criteria will be evaluated:~~

~~A. Acceptability of street road and public utilities utility construction, including pavement condition. Pavement condition shall be brought up to the standards of new construction.~~

~~B. Condition of title.~~

~~C. Survey requirements for monumentation and conveyance.~~

~~D. The need for additional right-of-way and easements.~~

~~E. Cost of accepting the street road and of future maintenance.~~

#### **14.60.150 Driveways.**

A. Driveways and parking areas shall be designed such that vehicles attempting to enter the driveway or parking area will not impede vehicles in the travel lane of the public street.

B. Wherever available, access for commercial and multifamily property shall be provided onto streets which do not abut R-1, R-1.8, R-2.5, R-3.5, R-4, R-5 or R-7.5 land use districts.

C. Combined driveways for adjoining properties are encouraged. In conjunction with approval of a development, the city may require the developer applicant to provide an access and circulation easement to an abutting owner where joint access is reasonable to serve future development. Combined driveways or joint access shall be established in a tract or easement.

D. The installation of driveways onto arterials may be denied at the discretion of the review engineer if alternate access is available.

E. The continued use of pre-existing driveways is not guaranteed with the development of a site.

F. All abandoned driveways on the street frontage to be improved shall be removed and new curb, gutter and sidewalk shall be installed.

G. Driveway approach grade and configuration shall accommodate planned future street widening to prevent the need for major driveway reconstruction.

H. No commercial driveway shall be approved where backing onto the sidewalk or street will occur.

I. Left turns to and from a driveway may be restricted either at the time of development or in the future if such maneuvers are found by the city to be hazardous undesirable.

~~J. Unless there exists no other access to the property in question, the city shall not permit any driveway to be located any closer than 100 feet from any other driveway, measured from nearest edge to nearest edge. If there exists no other access to the property in question, driveways shall be located as far apart as possible. In no case shall the city permit any driveway to be located any closer than 20 feet from any other driveway, measured from nearest edge to nearest edge.~~

~~K. Unless there exists no other access to the property in question, the city shall not permit any driveway to be located any closer than 150 feet from the nearest parallel street, measured from nearest edge to nearest edge. If there exists no other access to the property, the driveway shall be located as far away from the parallel street as possible.~~

~~L. The city shall not permit more than one driveway or street opening on any property having a street frontage of 200 feet or less. This subsection shall not apply if the property's street frontage is less than 200 feet and the property is at least three acres in area.~~

~~MJ. The requirements of this section may be modified by the director if:~~

~~1. The modification is reasonable and necessary for development of the property; and~~

~~2. The modification will result in more efficient access to and circulation within the property; and~~

~~3. The modification will not create a hazardous condition for motorists or pedestrians.~~

K. If any provision of this section 14.60.150 relating to driveways conflicts with any other provision, limitation, or restriction under any other chapter or section of the Bellevue City Code, including, but not limited to, the Land Use Code, the most stringent provision shall apply.

#### **14.60.160 Private intersection opening.**

A private intersection opening may, with the approval of the review engineer, be used in lieu of a conventional driveway when the following criteria are met:

A. Projected driveway usage is greater than 2,000 vehicles per day; and

B. Traffic signalization and easements are provided as required by the review engineer.

~~C. A minimum 100-foot storage area is provided between the face of curb and any turning or parking maneuvers within the development~~

~~D. The opening is at least 150 feet from the near side face of curb of the nearest intersecting street.~~

~~E. The opening is at least 100 feet from any other driveway on the property frontage under the control of the property owner.~~

#### **14.60.170 Street ends.**

~~A. The ends of aAll dead-end public streets greater than 150 feet in length and private streets roads greater than 150 feet in length shall be designed as a cul-de-sac, except as provided in BCC 14.60.170 (B) and (C) constructed with a turnaround facility per the current Fire Department Development Standards, Section 3.05, as currently adopted or hereafter amended.~~

~~B. A hammerhead may be used in lieu of a circular turnaround if the street is less than 200 feet long and serves six or fewer lots. An alternative design may be used if approved by the Review Engineer and the Fire Marshal.~~

~~BC. Streets which temporarily dead-end and will be extended in the future will need not have a turnaround facility or hammerhead unless determined necessary by the review engineer and the fire marshal. When no turnaround facility or hammerhead is provided, street-end barricading shall be installed and must conform to the most recent edition of the Manual on Uniform Traffic Control Devices. ~~(MUTCD).~~~~

~~CD. Where the turnaround facility is a circular turnaround, a A landscaped island delineated by curbing shall be provided in the cul-de-sac circular turnaround by the property owner developer. The landscaping shall be maintained by the homeowners' association or adjacent property owners. The developer shall record an agreement to ensure maintenance of the landscaping, either with the recording of the final plat or as a separate document if the development is occurring outside of a plat.~~

#### **14.60.180 Parking circulation and loading space.**

~~Parking lot circulation needs and site loading needs shall be met on-site unless on-street loading and/or service location are approved by the director pursuant to LUC 20.25D.140.F.3.b. The public right-of-way shall not be used as part of a ~~one-way~~ the overall parking lot flow.~~

#### **14.60.181 Americans with Disabilities Act.**

~~A. All street frontage improvements and non-motorized facilities shall be designed and constructed to meet the intent of applicable requirements of the Americans with Disabilities Act ~~(ADA).~~~~

~~B. In accordance with the state law and federal guidelines established by the ADA Americans with Disabilities Act, ~~wheelchair~~ curb ramps shall be provided at all pedestrian crossings with curbs.~~

#### **14.60.190 Nonmotorized facilities.**

~~A. The city's goals and policies for nonmotorized facilities are as described in the Pedestrian and Bicycle Transportation Plan and the most recent edition of the ~~p~~Pedestrian and ~~b~~Bicycle ~~t~~Transportation ~~p~~Plan Report. The users of nonmotorized facilities are separated in that plan into two categories: pedestrian (which includes people, wheelchairs, horses, and other nonmotorized users) and bicycle. Internal pedestrian circulation systems shall be provided within and between existing, new, and redeveloping commercial, multifamily, and single-family developments and other activity~~

centers and shall connect to pedestrian systems and transit facilities fronting the development. ; activity centers; and existing frontage pedestrian systems. If the nonmotorized facility is intended to serve more than one property, the review engineer may require that it be placed within an easement as described in BCC 14.60.100.

B. Cement Concrete sidewalks shall be provided:

1. On both sides of all arterial streets;
2. On both sides of all ~~nonarterial~~ local streets ~~longer than 300 feet or longer~~ and on one side of all ~~nonarterial~~ local streets less than 300 feet in length;
3. On both sides of all public streets which provide access to existing or planned ~~future~~ sidewalks, activity centers, parks, schools, neighborhoods, ~~or~~ public transit facilities, or the regional trail system;
4. On one side of public ~~dead-end residential~~ streets, ending at the property line nearest the transition to a ~~cul-de-sac~~ circular turnaround or hammerhead. This requirement may be waived at the discretion of the review engineer.
5. On one side of private dead-end roads providing access to facilities mentioned in paragraph B.3 above, ending at the property line nearest the transition to a circular turnaround or hammerhead. This requirement may be waived at the discretion of the review engineer.

C. The review engineer may grant an exception to the requirement for cement concrete sidewalk when:

1. The subdivision design provides an acceptably surfaced and maintained public walkway system; or

2. A paved path as described in the ~~pedestrian path~~ BCC 14.60.190(D) is provided.

D. A paved path ~~shall~~ may be provided in lieu of cement concrete sidewalk when:

1. The paved path is determined by the city to be of a temporary nature; or

2. The city determines that soil or topographic conditions dictate a flexible pavement; or

3. The Pedestrian and Bicycle Transportation Plan, Pedestrian and Bicycle Transportation Plan Report, or other city publications and studies indicates that neighborhood character does not warrant cement concrete sidewalks.

E. When street frontage improvements are required under BCC 14.60.110, additional right-of-way and pavement may be required if indicated on a designated bicycle route as identified in the ~~p~~Pedestrian and b~~Bicycle t~~ransportation Facilities p~~Plan.~~

F. The developer shall construct one or more trails through the development if either:

1. The need for such trail is identified in the city's Pedestrian and Bicycle Transportation Facilities Plan, or other city publications and studies, or

2. The review engineer determines that such trail:

a. Is necessary for the safe, efficient, or convenient movement of pedestrians and/or bicycles, and

b. Will connect to an existing or planned nonmotorized facility.

Such trail shall be placed within an easement or tract pursuant to BCC 14.60.100.

#### **14.60.200 Traffic signals.**

A. When a proposed street or driveway design interferes with existing traffic signal facilities, traffic signal modification or relocation must be provided by the developer.

B. To mitigate the traffic impacts of a development, modification of an existing signal or installation of a new signal may be required.

C. All traffic signal plans ~~modification designs~~ shall be prepared by a licensed engineer experienced in traffic signal design.

#### **14.60.210 Street lighting.**

A. ~~A public~~ Street lighting system is required along all public streets, including new public streets in subdivisions and short subdivisions. The developer property owner is responsible for design and installation of new lighting and relocation of existing lighting along the street frontage of the development.

B. All street light installations fronting the development, including wiring, conduit, and power connections, shall be located or relocated underground except in residential areas with existing above-ground utilities. This requirement may be waived at the discretion of the review engineer where adjacent utilities will remain above ground.

C. For new subdivisions, the city will accept maintenance and power cost responsibility for the public street light system when a subdivision is 50% percent or more occupied. When that occurs, the developer shall notify the city reviewer, after which the city will take over these responsibilities. Until then, the property owner developer shall remain responsible for the maintenance of and energy charges for the street lighting system.

D. Street illumination is required at the intersection of a private street road and a public street. No public street lighting system is required along a private street road.

E. All illumination plans shall be prepared by a licensed engineer experienced in street illumination design.

#### **14.60.220 Traffic control.**

A. Temporary traffic control to ensure traffic and pedestrian safety during construction activities must be provided. A traffic control plan meeting the approval of the Transportation Department must be developed prior to starting construction activities.

B. The developer is responsible for supplying and installing must supply and install all necessary permanent traffic control devices such as street name signs, stop signs, speed limit signs, and channelization.

C. Neighborhood traffic control devices such as speed humps, traffic circles, and curb extensions, etc., are demonstration devices used to control vehicle speeds and cut-through traffic. Installation of these devices will be permitted only when the installation has met criteria established by the traffic review engineer.

#### **14.60.230 ~~Utility companies~~ Public and franchise utility relocations – developer initiated.**

A. Utility companies with facilities in city right-of-way shall relocate their facilities at their own expense when the relocation is necessary to accommodate public street improvements. The improvement work must be required by the city in order for the relocation work to be the financial responsibility of the utility; otherwise, all costs shall be the responsibility of the property owner. In the event such utility company is subject to a franchise agreement or right-of-way use agreement with the city, such agreement shall control any relocation requirement. When relocation of public or franchise utilities located in the right of way or city easement is necessary to accommodate public street improvements associated with a new development, the developer, at the discretion of the utility owner, shall make payment to the utility of any and all costs and expenses incurred by the utility in the relocation of the facilities, except as provided in BCC 14.60.230.B and 14.60.230.C; or, shall relocate the affected facilities in accordance with all city codes, standards, and permit conditions, and is responsible for all costs and expenses incurred.

B. All utility distribution or collection systems in new subdivisions and short subdivisions, including power, telephone, and TV cable, shall be installed underground unless otherwise provided in a franchise agreement or right-of-way agreement. (Ord. 4822 1, 1995-) When the street improvements are part of or consistent with the city's Capital

Investment Program Plan, Transportation Improvement Program, or Transportation Facilities Plan, then some portion of the cost or expense in relocating franchise utility facilities may be the responsibility of the franchise utility, if such is provided for in a franchise or right-of-way use agreement.

C. In the event such utility is subject to a franchise agreement or right-of-way use agreement with the city, such agreement shall control any relocation requirement.

D. All franchise utility distribution or collections systems in new subdivisions and short subdivisions, including power, telephone, and TV cable, shall be installed underground unless otherwise provided in a franchise agreement or right-of-way agreement.

#### **14.60.240 Street intersection sight obstruction.**

~~A. Notwithstanding any other provision of this code, no vehicles shall be parked or any sign, fence, hedge, shrubbery, natural growth or other obstruction installed, set out or maintained which obstructs the view of motor vehicle operators at an intersection within the sight areas defined in BCC 14.60.240(B) and between the height limits defined in BCC 14.60.240(C). BCC 14.60.240(D) specifies what constitutes an obstruction to the view of motor vehicle operators. For the purpose of this code, "intersection" shall include: the intersection of two public streets; the intersection of a commercial driveway with a public street; the intersection of a residential driveway with a public street; and the intersection of a private street with a public street.~~

~~B. The sight area at an intersection is defined as the area bounded by setback lines, or bounded by setback lines and the edge of the traveled lane. Setbacks for intersection types are as specified in the following paragraphs:~~

~~1. Major Street/Minor Street. Intersections of this type have no control or flashing yellow on the major street, and a stop sign or flashing red signal on the minor street. Private commercial driveways (which may or may not have a stop sign) used by the public for entering any city street are also included in intersections of this type.~~

~~The setback line shall be defined as a line which joins a point in the center of the minor street approach lane located 14 feet back from the edge of the through street approach lane (Point A) and a point in the center of the through street approach lane (Point B). The location of Point B in the through street approach lane is specified in the following table:~~

Posted Speed Limit	Distance from Center of Intersection For Major Street to Point B (Left Approach Only)
40 MPH	410 Feet
35 MPH	360 Feet
30 MPH	300 Feet
25 MPH	250 Feet

~~Where the major street is a divided highway, only the left setback line applies. Where the major street is a one-way street, only the setback line toward the direction of approach applies.~~

~~Modification. Where major obstacles such as pre-existing permanent structures, elevated contour of the ground, embankments, or other elements preclude the reasonable enforcement of the setback lines specified above, these setbacks may be modified at the discretion of the city traffic engineer. The minor street setback distance to Point A may be reduced from 14 feet to 10 feet, and the major street Point B location may be modified as follows:~~

Posted Speed Limit	Distance from Center of For Major Street Intersection to Point B
40 MPH	325 Feet
35 MPH	250 Feet

30 MPH 200 Feet

25 MPH 150 Feet

2. ~~Uncontrolled Intersection.~~ For intersections with no traffic control on any approach, the setback lines join a point on the approach located 50 feet back from the center of the intersection with points located 80 feet back from the center of the intersection on the right and left hand streets. All points are on the street centerlines.

3. ~~Yield Intersection and T Intersection.~~ Yield intersections have a yield sign on one or both of the minor street approaches, and no control on the major street approaches. The setback lines for yield intersections join a point in the center of the yield approach lane 25 feet back from the edge of the crossing traffic lane with points in the centers of the crossing approach lanes 100 feet back from the center of the intersection. This setback also applies to a T intersection with no restrictive control; in this case the 25-foot setback point is on the stem of the T.

4. ~~Signalized Intersection.~~ For signalized intersection approaches with right turn on-red after stop permitted, the left setback line joins a point in the center of the minor street approach lane located 14 feet back from the edge of the through street approach lane (Point A) and a point in the center of the left through street approach lane (Point B). The location of Point A may be reduced to 10 feet subject to approval of the traffic engineer. The location of Point B is specified in the following table:

~~Posted Speed Limit Distance from Center of Intersection~~

~~For Major Street to Point B (Left Approach Only)~~

~~40 MPH 325 Feet~~

~~35 MPH 250 Feet~~

~~30 MPH 200 Feet~~

~~25 MPH 150 Feet~~

5. ~~Residential Driveway Intersection.~~ For the intersection of a residential driveway with a public street, the setback line joins a point in the center of the driveway (Point A) with a point in the center of the through street approach lane (Point B). The setback distance of Point A from the edge of the traveled lane is 10 feet. The location of Point B is specified in the following table:

~~Posted Speed Limit Distance from Center of~~

~~For Major Street Intersection to Point B~~

~~40 MPH 325 Feet~~

~~35 MPH 250 Feet~~

~~30 MPH 200 Feet~~

~~25 MPH 150 Feet~~

~~Modification.~~ When the residential driveway is located on a residential street with a sharp curve adjacent to the driveway, the distance to Point B may be reduced from 150 feet to 100 feet. For residential driveways with major obstacles or special view problems, the setback distance on the driveway (Point A) may be reduced from 10 feet to eight feet, subject to approval by the traffic engineer.

6. ~~Sightline Setback — Other.~~ For intersections not clearly included in the above types and for which view problems may exist, the traffic engineer will establish setback lines as required.

C. ~~Sight Obstruction Height Limits.~~ Sight obstruction, as defined in subsection D of this section, shall not be permitted above a line two and one-half feet above the street surface within the sight areas established in subsection B of this section. However, sight obstructions above a line seven and one-half feet above the street surface are permitted. For residential driveways, this upper height requirement is reduced from seven and one-half feet to six feet.

D. ~~Sight Obstruction Defined.~~

~~1. For minor street/through street intersections, as defined in subsections (B)(1), (B)(4) and (B)(5) of this section, the following obstructions within the established sight areas shall be permitted:~~

~~a. One obstruction within each sight area which presents a maximum of two and one-half feet width when viewed from the applicable angle, which has at least two feet clear view inside the obstruction (on the side away from the intersection). At distances greater than 40 feet from the view point, the obstruction may present a maximum of four feet width.~~

~~b. Any number of obstructions one and one-half feet or less in maximum width when viewed from any applicable angle; provided there is equal open space on each side of the obstruction for all angles.~~

~~2. For intersections with no signalization or stop signs, as defined in subsections (B)(2) and (B)(3) of this section, the following obstructions within the established sight areas shall be permitted:~~

~~a. One obstruction within each sight area which presents a maximum of eight feet width when viewed from any applicable angle, and which has at least four feet clear view inside the obstruction and eight feet clear view between the obstruction and the edge of the traffic lanes; or~~

~~b. Two obstructions within each sight area each of which presents a maximum of five feet width when viewed from any applicable angle, and separated by four feet or more open space when viewed from all applicable angles, and which have at least four feet clear view inside the obstructions and eight feet clear view between the obstructions and the edge of the traffic lanes; or~~

~~c. Any number of obstructions one foot or less in width; provided they obstruct no more than two feet continuous obstruction width when viewed from any applicable angle; and provided there is equal open space on each side of the obstruction for all angles.~~

~~E. Where unusual conditions preclude the application of the foregoing provisions of this section in a reasonable manner, or where a special viewing problem exists, the traffic engineer will determine when an intersection view obstruction exists, based on the intent of this section.~~

~~F. Every obstruction of the sort prohibited in this section hereafter installed or permitted to remain shall be deemed a violation of this code. (Ord. 4822 § 1, 1995.)~~

#### **14.60.241 Sight distance requirements for pedestrian safety.**

~~A. The minimum sight distance for pedestrian safety shall be determined as follows: the driver of an exiting vehicle shall be able to view a one-foot-high object 15 feet away from either edge of the driveway throat when the driver's eye is 14 feet behind the back of the sidewalk.~~

~~B. The minimum sight distance defined in subsection A of this section shall be maintained at all driveways, buildings, and garage entrances where structures, wing walls, etc. are located adjacent to or in close proximity to a pedestrian walkway.~~

~~C. Sight lines to traffic control devices such as signs, signals, etc. shall not be obscured by landscaping, street furniture, marquees, awnings, or other such obstructions. (Ord. 4822 § 1, 1995.)~~

#### **14.60.250 Pavement restoration for trenching in right-of-way.**

~~A. To ensure that public street pavement is not degraded by trenching, excavation, and or pavement restoration activities, the trench backfill and restoration section of the transportation technical manual Transportation Department Design Manual shall be adhered to when trenching within the paved portion of the city right-of-way.~~

B. Modifications or exceptions to subsection BCC 14.60.250(A) may be approved by the director upon written request by the permittee developer and demonstration of a satisfactory alternative.

C. A five-year moratorium on pavement trenching is effective upon completion of new street construction and upon pavement overlay of an existing street.

D. Modifications or exceptions to subsection BCC 14.60.250(C) may be approved by the director under compelling circumstances and emergencies, such as utility failures, main breaks, etc.

E. To ensure that public streets are not repetitively impacted due to multiple utility installations, developers will coordinate public and franchise utility service installations and associated pavement restoration with the goal of consolidating disruption to a short time period and minimal area.

F. The nature and extent of pavement restoration shall be at the discretion of the review engineer and the pavement manager.

#### **14.60.260 Assurance device.**

A. The director may allow or require a performance assurance device to ensure the completion of transportation-related improvements when the director determines the device is necessary pursuant to paragraph B of this section, and may require a maintenance assurance device to ensure the maintenance or repair of transportation-related improvements pursuant to paragraph C of this section.

If a certificate of occupancy is requested prior to the satisfactory completion of all work or actions required by a permit or approval, and if the director determines that no feasible alternative exists to approving the certificate of occupancy prior to the completion of such work or actions, the director may require a performance assurance device to assure that all such work or actions will be completed in a timely manner and in accordance with approved plans, specifications, requirements, conditions, regulations, and policies.

B. The use of a performance assurance device to ensure the completion of improvements may be allowed if:

1. The covered work or improvements are related to residential development, including residential subdivisions. In general, performance assurance devices shall not be used for improvements related to commercial development; provided, that in rare circumstances the city may, with the approval of the review engineer and the project inspector, allow a performance assurance device for work or improvements related to commercial development when they determine that no feasible alternative exists to approving a certificate of occupancy prior to the completion of improvements; and

2. The developer is unable to complete the work or improvements to be covered by the assurance device because of unavoidable circumstances that in no way resulted from the actions or inaction of the developer; and

3. It is reasonably certain that the developer will be able to complete the work or improvements to be covered by the assurance device within a reasonable amount of time; and

4. Granting a temporary certificate of occupancy prior to completion of the work or improvements will not be materially detrimental to the city or to the properties in the vicinity of the subject property.

C. A maintenance assurance device may be required when transportation-related improvements are constructed as part of a subdivision or short subdivision to ensure that said improvements remain in continued compliance with city standards during the duration of the maintenance assurance device.

D. Form of assurance device.

1. The performance or maintenance assurance device may be in the form of an assignment of funds, a non-revocable letter of credit, set-aside letter, certificate of deposit, deposit account, bonds, or other readily accessible source of funds.

2. Any interest from the assurance device will accrue to the benefit of the depositor.

E. Amount of assurance device.

1. The amount of the performance assurance device will be 150%, and the amount of the maintenance assurance device will be 20%, of the cost of the work or improvements covered by the assurance device based on estimated costs immediately following the expiration of the device. The amount of the assurance device is to be based on reasonable estimates of costs, as approved by the director in consultation with the director of the Utilities department.

2. The director may consult with one or more persons with applicable special knowledge or expertise in determining the cost of work or improvements covered by an assurance device. The developer shall pay the actual costs of this consultation prior to the director accepting the device.

F. Duration of assurance device.

1. A performance assurance device shall ensure that the work or improvements to be performed will be completed in a reasonable amount of time, as determined by the review engineer, but in no case longer than two years from the date of the city's acceptance of the assurance device, except as approved by the review engineer.

2. A maintenance assurance device shall ensure that the covered work or improvements remain in continued compliance with city standards. The duration of the maintenance assurance shall be for two years, following the date of the city's acceptance of the covered improvements.

G. Release of assurance device.

After the work or improvements covered by an assurance device have been completed or the maintenance period has expired, the developer shall request an inspection of said work or improvements. Upon acceptance of the work or improvements by the director, the developer shall submit a written request to the director for the release of the assurance device. The director shall release, or cause to be released, such device as expeditiously as possible after completion of the work and receipt of request for release. No portion of a maintenance assurance device shall be released until the end of the maintenance period.

H. Use of proceeds – notice to developer.

If, after the date by which the required work or improvements are to be completed under an assurance device, the director determines that the work or improvements have not been completed, he/she shall notify the developer. The notice must state:

1. The work that must be done or the improvement that must be made to comply with the requirements and the assurance device; and

2. The amount of time that the developer has to commence and complete the required work or improvements; and

3. That, if the work or improvements are not commenced and completed within the time specified, the city will use the proceeds of the assurance device to have the required work or improvements completed.

I. Use of proceeds – work by the city.

If the work or improvements covered by the assurance device are not completed within the time specified in the notice given under paragraph H of this section, the city shall obtain the proceeds of the device and do the work or make the improvements covered in the device. The city may either have employees of the city do the work or

make the improvements or, by using procurement procedures established by law, have a contractor do the work or make the improvements.

J. Use of proceeds – emergency work by the city.

If at any time the director determines that actions or inaction associated with any assurance device have created an emergency situation endangering the public health, safety, or welfare; created a potential liability for the city; or endangered city streets, utilities, or property; and if the nature or timing of such an emergency precludes the notification of developers as provided in paragraph H of this section while still minimizing or avoiding the effects of the emergency, the city may use the assurance device to correct the emergency situation. The city may either have employees of the city do the work or make the improvements, or may have a contractor do the work or make or maintain the improvements. If the city uses the assurance device as provided by this section, the developer shall be notified in writing within four working days of the commencement of emergency work. The notice must state the work that was completed and the nature or timing of the emergency that necessitated the use of the assurance device without prior notification.

K. Use of proceeds – refund of excess, charge for all costs.

The developer is responsible for all costs incurred by the city in doing the work and making or maintaining the improvements covered by the assurance device. The city shall release or refund any proceeds of an assurance device remaining after subtracting all costs for doing the work covered by the device. The developer shall reimburse the city for any amount expended by the city that exceeds the proceeds of the device. The city shall have the right to file a lien against the subject property for the amount of any excess.

L. Itemized statement.

In each case where the city uses any of the proceeds of the device, it shall give the developer of the subject property an itemized statement of all proceeds and funds used.

**14.60.265 Severability.**

If any provision of this code, or its application to any person or circumstance is held invalid, the remainder of the code, or the application of the provision to other persons or circumstances is not affected, and to this end the provisions of this code are declared to be severable.

### **Attachment 3: Additional TMP Background Information**

#### Relationship of TMPs to Broader Transportation Demand Management Goals

Transportation Demand Management (TDM) is the term used to describe efforts to move more people in fewer vehicles on existing transportation infrastructure. This is typically done through social marketing techniques and provision of incentives to encourage transit use, carpooling, vanpooling, biking, and walking. TDM is practiced in Bellevue under three approaches: Commute Trip Reduction, Growth and Transportation Efficiency Center, and Transportation Management Programs. These approaches address different audiences, but aim to achieve the same TDM goals of reducing congestion and improving mobility. An added benefit of accomplishing TDM goals is preventing vehicle emissions that contribute to air pollution and climate change. With recent state greenhouse gas emissions legislation, TDM efforts will likely play a more significant role in addressing emission reductions, since a majority of the region's greenhouse gases are from vehicle emissions.

Under Washington State law, the Commute Trip Reduction (CTR) approach addresses employers having at least 100 employees who commute to work during peak commute hours of 6 a.m.-9 a.m. CTR-affected employers are required to designate an employee transportation coordinator, distribute information about alternatives to driving alone, and report on performance goals. Over 14,000 employees (38 percent) of an estimated 38,000 downtown workforce are affected by CTR requirements. The 2006 update to the state CTR Act encouraged municipalities to enhance TDM efforts in areas of concentrated development, and Bellevue has designated downtown as a Growth and Transportation Efficiency Center (GTEC). Under this new state framework, Bellevue's GTEC endeavors to shift 5000 commuters to non-drive-alone commute modes by 2011 through multiple voluntary programs for employers and employees in downtown Bellevue. Rounding out the TDM repertoire, TMPs address the role of property owners and managers.

Generally, TMPs support an efficient transportation network by promoting awareness of and incentivizing alternatives to driving alone, thereby moving more people on existing infrastructure. In regards to the GTEC goal of 5000 fewer drive-alone commuters, available transit capacity is expected to accommodate only half, meaning that carpool and vanpool modes, aided by TMP requirements, will be a major element in accommodating the other half. Over 21,000 employees work in TMP-affected buildings in downtown (55 percent of downtown employees). This includes 11,000 employees (almost 30 percent of the downtown workforce) working at smaller downtown companies, who would otherwise not be directly exposed to a trip reduction program.

Citywide, approximately half of all forecasted new development will be affected by a TMP condition, particularly office developments in existing and future growth areas of downtown, Factoria, and Bel-Red. Although the efficacy of TMPs varies amongst affected properties, it is expected that TMP agreements will have some influence on over 70 percent of forecasted new vehicle trips and Vehicle Miles Traveled (VMT) citywide.

#### Key Changes to Current TMP Code Provisions

The TMP alternative review process and development of a preferred TMP Code amendment alternative includes the following key changes to current TMP Code provisions:

- Applies what are now Downtown-only requirements citywide to make TMP implementation more consistent and address expected transportation impacts in Bel-Red, Eastgate, and Factoria.
- Decreases drive-alone reduction goal from 35% to 20% over 10 years to reflect a more realistic goal; imposes specific 2-year incremental targets to hold property owners more accountable and maintain steady performance.
- Provides for adjustable programmatic requirements based on performance. Every 2 years, properties add or subtract program elements from the Menu of Options depending on their success in meeting drive-alone reduction targets.
- Modifies the financial incentive requirement from \$15 per non-drive-alone commuter per month to 20% of the building's monthly parking rate to reflect market-rate parking costs (which currently vary from \$0 in much of the city to upwards of \$200/month in downtown).
- Allows existing TMP-affected properties with a wide variety of requirements to petition the director to transition to new code requirements in order to make implementation more consistent and equitable.
- Discontinues TMP requirements for multi-family residential developments, as the administrative burdens of developing and administering these TMP agreements are relatively high compared to the negligible benefits which have been realized. There are also other TDM outreach methods focused on residents which have a higher potential for shifting drive alone habits.
- Allows developers to choose programmatic elements from a "Menu of Options" to determine how to best manage transportation issues at their property. The Menu of Options includes best practices, encourages effective program elements, and may be administratively updated as needed.
  - As proposed in the Transportation Management Program Requirements Table (BCC.14.60.070(E)), each property owner must meet base requirements and, if applicable, reach a designated number of points. Property owners may then choose from the Menu of Options to fulfill point requirements (Refer to "TMP Menu of Options" table on following pages). Each option is assigned a value that, when implemented in conjunction with other options, is summed to reach the designated number of points.
  - The Menu of Options will be included in Bellevue City Code only by reference. Therefore, the Menu of Options may be updated administratively as needed by authority of the Director of the Transportation Department per BCC 14.60.021. A similar process applies to updating the City's Transportation Design Standards. This administrative process will allow periodic updates to reflect current market and property conditions, and include innovative and effective program elements without future code amendments.

## Proposed TMP Menu of Options,

Implementation Activities in accordance with proposed Bellevue City Code 14.60.070(F(13))

Building TDM Practices	Description	Financial Burden <sup>1</sup>			Administrative Burden <sup>2</sup>			Transportation Mode Shift Impacts <sup>3</sup>			Points			Option / Base Requirement Synergies			Overlap with Leadership in Energy and Environmental Design (LEED) certification					
		Scoring Criteria: Low=1 point, Med=2 points, High=3 points	Low	Med	High	Scoring Criteria: Low=1 point, Med=2 points, High=3 points	Low	Med	High	Scoring Criteria: Low=1 point, Med=2 points, High=3 points	Low	Med	High	LEED Certification Track	LEED Credit Type & #	LEED Credit Option	LEED Credit Value	LEED Credit Value	LEED Credit Value	LEED Credit Value		
1	<p>Post ridesharing and transit information from King County Metro, Sound Transit, or other approved sources; information about walking and bicycling; traffic information; all TDM elements practiced onsite, and Transportation Coordinator's contact information in a visible central location in the building, such as the lobby or other public area near the major entrances to the building on a continual basis. Posting a url link and providing a computer or kiosk for online access may be considered adequate for fulfilling this requirement if the url link provides sufficient information as determined by the director. This requirement applies to each building in a building complex or phased project. All posting materials required by the Transportation Management Program Requirements Table must be provided by a source approved by the director.</p>	Low	Low	Med	Low	5	2,3,8,21							Retail-NC <sup>7</sup>	SS-4 <sup>4</sup>	H	1	17		SS 4 Options B,D,F, or G		
2	<p>Distribute ridesharing and transit information from King County Metro, Sound Transit, or other approved sources annually to all tenants and employees and to new tenants and new employees. Such information must identify available ridesharing and transit services; information about walking and bicycling; all TDM elements practiced onsite, and the Transportation Coordinator's contact information.</p>	n/a	Low	Med	Low	4	1,8,21							Retail-CI <sup>8</sup>	SS-3	H	1	17		SS 3 Options B,D,F, or G		
3	<p>The coordinator shall publicize the availability of commute options, provide reports to the city (see BCC 14.60.070(F)(7)), act as liaison to the city, assist with commute surveys, if required (see BCC 14.60.070(F)(9)), and provide ridesharing matching assistance in conjunction with Metro or a private system sponsored by the property owner as approved by the city. The property owner must provide the transportation coordinator's name to the city. The coordinator must be available for quarterly meetings and training sessions conducted by the city or other agency approved by the city. The property owner and manager must allow the coordinator to access building tenants quarterly. TransManage or another organization approved by the City may act as Transportation Coordinator.</p>	n/a	High	High	High	9	1,2,4,6,8,11,12, 15-17,19,21							ND <sup>5</sup>	NPD-1 <sup>6</sup> 7		16		NPD 8 Options 1 & 3			
4	<p>The property owner shall submit a completed report form provided by the city every two years, for the life of the building. The report shall describe compliance with each of the required transportation management program components, the total number of onsite employees, the total number of tenants, the total number of parking spaces, the location of carpool and vanpool loading zones, parking management operations, and any voluntary efforts to mitigate parking and traffic impacts. The city shall then determine compliance with this section.</p>	n/a	Med	n/a	n/a	2	3,8,21							EB-OM <sup>10</sup>	SS-4				Prerequisite	All other listed track credits		
														EB-OM 2009 <sup>12</sup>	SS-4				Prerequisite	All other listed track credits		

Base Requirements (all affected development)

**Proposed TMP Menu of Options,**  
Implementation Activities in accordance with proposed Bellevue City Code 14.60.070(F(13))

Building TDM Practice	Description	Financial Burden <sup>1</sup>	Administrative Burden <sup>2</sup>	Transportation Choices <sup>3</sup>	Mode Shift Impacts <sup>4</sup>	Points	Option / Base Requirement Synergies	Overlap with Leadership in Energy and Environmental Design (LEED) certification					
								LEED Certification Track	LEED Credit #/s	LEED Credit Option	LEED Credit Nodes		
5	Line Item Parking Costs	n/a	Low	High	High	7	8, 18, 20, 21, 22	ND	NPD 8	5	1-2	18	NPD 8 Options 1, 2, 3 or 4
6	Ridematching Service	n/a	Med	Med	Med	6	2-3, 8, 12-17, 19, 21	EB-OM	SS 4		Prerequisite		All other listed track credits
7	Biennial Survey	n/a	Med	n/a	n/a	2	3, 8, 12	EB-OM	SS 4		Prerequisite		All other listed track credits
8	Performance Goal	n/a	High	High	High	5	All	EB-OM	SS 4		1-4	30	All other listed track credits

Base Requirements (all listed Office developments only)

Identification of parking cost as a separate line item in leases and a minimum rate for monthly long-term parking, not less than the retail cost of a current monthly Sound Transit two-zone pass, or the area market parking rate, whichever is lower.

Promote and facilitate the use of regional ridematching service's program of commute management tools, as available, for tenants and building management. Promote and facilitate use of regional ridematching service by building employees so as to encourage carpool and vanpool formation. At least 1 ridematching event shall be held annually and may include employees from adjacent buildings to encourage ridematching across buildings.

The property owner shall conduct a survey to determine the employee mode split. The survey must be conducted by an independent agent approved by the city. This survey shall be conducted in a manner to produce a 70 percent response rate and shall be representative of the employee population. The survey results shall be used as the basis for calculating performance levels using the following Drive Alone Formula: (NS/NT)100 = Percent Drive Alone Use, where:

NS = number of employees who continue to work by Driving Alone

NT = total number of employees

The city shall provide a survey form to the property owner. For building tenants subject to Commute Trip Reduction (CTR) requirements, CTR survey results may substitute for the tenant survey. For buildings with 90 percent of employees subject to CTR requirements, CTR surveys may substitute for the building survey. The survey is to be conducted every two years; the baseline survey shall be conducted one year after the issuance of the CO. Surveys for CTR sites shall fall during odd years in order to correspond with the City's scheduled CTR survey periods.

For every other year beginning with the building's baseline survey and for 10 years thereafter, the performance goals shall become progressively restrictive by 4 percent every 2 years, so that by the tenth year the maximum SOV rate will be reduced by 20 percent from the baseline. The 4 percent increments shall be calculated by dividing the total 20 percent target by 5. For developments with multiple phases, the 10-year period begins one year after the issuance of the final certificate of occupancy for the first phase. The city may adjust the above rates every other year based on review of current conditions, the characteristics of the building, and other local or state regulations.

## Proposed TMP Menu of Options,

Implementation Activities in accordance with proposed Bellevue City Code 14.60.070(F)(13))

Building TDM Practice	Description	Financial Burden <sup>1</sup>	Administrative Burden <sup>2</sup>	Transportation Choices <sup>3</sup>	Mode Shift Impacts <sup>4</sup>	Points	Option / Base Requirement Synergies	Overlap with Leadership in Energy and Environmental Design (LEED) certification				
								LEED Certification Track	LEED Credit Type & #	LEED Credit Option	LEED Credit Notes	
9 Showers	Provide showers for employees to facilitate non-motorized transportation (e.g. bicycling, walking) to work. Provide at least one shower for every 50,000 sq. ft. with changing facility. Shower and changing facility requirements may be met by providing free access to onsite or adjacent (within 600 feet) health club shower facilities. The shower(s) shall meet any applicable requirements specified in the Land Use Code.	High	High	High	Low	10	8-10-11, 14-15, 17, 19, 21	NC 2009 <sup>1</sup>	SS 4.2	1	21	LEED Credit Synergies
10 Lockers	Provide storage space for employee's personal items to facilitate non-motorized transportation (e.g. bicycling, walking) to work. Provide at least four mid to full-size lockers for every 50,000 sq. ft. either for short-term daily storage, long-term overnight storage, or both. Locker facility requirements may be met by providing free access to onsite or adjacent (within 600 feet) health club locker facilities.	Med	Med	Med	Low	7	8-9, 11, 14-15, 17, 19, 21	NC 2009 <sup>1</sup>	SS 4.2	1	21	LEED Credit Synergies
11 Building or Campus-based Bikeshare or Bike Maintenance Program	a. A bikeshare program includes providing on site at least one general purpose bicycle for free for employees to use for work or personal purposes. b. A bike maintenance program includes vouchers for employees for yearly bike tune-ups, and having supplies on site for basic self repairs (e.g. bike pump, patch kit, hex wrenches).	Med	Med	High	Low	8	8-10, 14-15, 17, 19, 21	Retail-NC	SS 4	B	17, 22	SS 4 Options D.F.G. or H
12 Membership in a TMA maintaining an average client drive-alone rate equal to or less than the current area-wide average <sup>5</sup>	Contract with an available Transportation Management Association (TMA) for services such as on site transportation events, periodic distribution of information, tracking incentive distributions to eligible employees, and survey support (if applicable).	n/a	High	High	High	18 <sup>6</sup>	1-4, 6-8, 17	Retail-CI	SS 3	B	17, 22	SS 3 Options D.F.G. or H
13 Designate preferential carpool/vanpool parking for at least 1 space or 5% of spaces, whichever is greater	Provide specially marked parking spaces in a preferential location between 6:00 a.m. and 8:00 a.m. for each registered carpool and vanpool in which tenants and their employees participate. At least 1 employee parking space, or 5 percent of employee parking spaces, whichever is greater, shall be designated preferential spaces. Additional spaces will be designated according to demand. A preferential location is characterized by proximity to a main building entrance, exclusive of designated disabled spaces, and covered parking when possible. For structured parking, a preferential location includes proximity to a building or elevator entrance and the primary vehicle entrance to a building facility. To facilitate monitoring, carpools and vanpools must be verified by the coordinator through a registration system as approved by the city, and be recertified quarterly.	Low	Med	Med	Med	7	6, 8, 17, 19, 22	NC	SS 4.4	1	22	LEED Credit Synergies
								NC 2009	SS 4.4	1	21	LEED Credit Synergies
								CI	SS 3.3	1	26	LEED Credit Synergies
								CI 2009	SS 3.3	2	35	LEED Credit Synergies
								Retail-NC	SS 4	D	17, 22	SS 4 Options B.F.G. or H
								Retail-CI	SS 3	D	17, 22	SS 3 Options B.F.G. or H
								ND	NPD 5	1	21, 23, 24	NPD 8 Option 1

<sup>1</sup>Point Options (Options must be implemented by TCO unless otherwise stated, and for at least 2 consecutive years)

**Proposed TMP Menu of Options,**  
Implementation Activities in accordance with proposed Bellevue City Code 14.60.070(F)(13))

Building TDM Practice	Description	Financial Burden <sup>1</sup>			Administrative Burden <sup>2</sup>			Transportation Choices <sup>3</sup>			Mode Shift Impacts <sup>4</sup>			Option / Base Requirement Synnergies			Overlap with Leadership in Energy and Environmental Design (LEED) certification						
		High	Med	Low	High	Med	Low	High	Med	Low	High	Med	Low	Points	LEED Certification Type & #	LEED Credit Option	LEED Credit Credits	LEED Credit Notes	LEED Certification Type & #	LEED Credit Option	LEED Credit Credits	LEED Credit Notes	
14	Locate one or more carshare vehicle(s) onsite, and designate preferential reserved parking stalls for vehicle(s)  Contract with a private carshare company, such as Zipcar, to locate one or more vehicles on site, or locate one or more fleet vehicles on site for building employees to use for work or personal purposes. Provide specially marked parking spaces in a preferential location. A preferential location is characterized by proximity to a main building entrance, exclusive of designated disabled spaces, and covered parking when possible. For situated parking, a preferential location includes proximity to a building or elevator entrance and the primary vehicle entrance to the parking facility	Med	Low	High	High	Low	High	High	Low	High	Med	Low	7	8, 15, 17, 19, 22	NC 2009 SS 4	G	3	17, 20	NC 2009 SS 4	G	3	17, 20	SS 4 Options B,D,F, or H
15	Provide one or more carshare membership(s)  Provide "last-mile" transit service (with vans, strollers, or buses) to/from transit center or designated public park and ride facility	Med	Low	High	High	Low	High	High	Low	High	Med	Low	7	3, 8, 14, 16-17, 19-22	Retail-NC SS 4	G	1	17, 26	Retail-NC SS 4	G	1	17, 26	SS 4 Options B,D,F, or H
16	Provide transit center or designated public park and ride facility  Provide "last-mile" transit service (with vans, strollers, or buses) to/from transit center or designated public park and ride facility. The service plan must be finalized by TCO, and service must begin when the project is 20% occupied or sooner	High	High	High	High	High	High	High	High	High	High	High	12	3, 6, 8, 11, 14, 15, 17, 19-22	ND NPD 8	3	1-2	15, 18	ND NPD 8	3	1-2	15, 18	NPD 8 Options 1, 2, 4 or 5
17	Minimum financial incentive of 20% of market-rate parking/mo. for each registered non-drive-alone commuter  Provide a minimum monthly financial incentive for employees on-site who regularly commute by carpool, vanpool, or transit, walking, bicycling, or any other non-drive-alone mode, including teleworking or multiple modes. To be eligible for an incentive as a carpool or vanpool participant, a minimum of 3 persons is required for each registered carpool and vanpool, and a maximum of 2 building employees may be required for each registered carpool and vanpool. The financial incentive will be 20 percent of the building's parking rate, which can be implemented through Free Park days, subsidized transit passes for transit or non-subsidized users, reduced monthly parking for carpools/vanpools, or any combination thereof. All non-drive-alone commuters shall have access privileges equivalent to drive-alone commuters, such as daily in-and-out parking privileges, including Free Park days, and weekend access if available	High	High	High	High	High	High	High	High	High	High	12	3, 6, 8-16, 19, 21-22	Retail-NC SS 4	F	1	17, 27	Retail-NC SS 4	F	1	17, 27	SS 4 Options B,D,G, or H	
18	Voluntary lease agreements for unsubsidized parking  Identification in lease agreements that tenants will not subsidize employee parking costs. The direct cost of parking to the employee must not be less than the line item parking cost of each parking space, as stated in the lease agreement. Lease agreements must encompass at least 25% of onsite employees	n/a	Low	High	High	Low	High	High	High	High	n/a	9	5-6, 8-11, 13-17, 19-22	ND	2	1-2	9	ND	2	1-2	9	NPD 8 Options 1, 3, 4 or 5	
19	Guaranteed Ride Home Program  Provide a taxi-script system of free rides home for on-site registered non-drive-alone employees who have an unexpected employer requirement to work late or because of a need to leave early due to illness or home emergency	n/a	Med	Med	Med	Med	Med	Med	Med	Med	n/a	6	6, 8, 9-11, 13-18, 20-22	Retail-NC SS 4	F	1	17, 28	Retail-NC SS 4	F	1	17, 28	SS 4 Options B,D,G, or H	
														Retail-CI SS 3	F	1	17, 28	Retail-CI SS 3	F	1	17, 28	SS 3 Options B,D,G, or H	

Point Options (Options must be implemented by TCO unless otherwise stated, and for at least 2 consecutive years)

## Proposed TMP Menu of Options, Implementation Activities in accordance with proposed Bellevue City Code 14.60.070(F(13))

Point Options (Options must be implemented by TCO unless otherwise stated, and for at least 2 consecutive years)	Description	Financial Burden <sup>1</sup>			Points	Option / Base Requirement Synergies	Overlap with Leadership in Energy and Environmental Design (LEED) certification				
		Administrative Burden <sup>2</sup>	Transportation Choices <sup>3</sup>	Mode Shift Impacts <sup>4</sup>			LEED Certification Track	LEED Credit Option	LEED Credit	LEED Credit Synergies	
<small>Scoring Criteria: Lowest 1 point, 11=52 points, High=3 points</small>											
20	Parking not exceeding minimum req'd by Land Use Code  Size parking capacity to meet, but not exceed, minimum requirements specified in the Land Use Code.	n/a	High	n/a	6	5-6,8-11, 13-19	NC	SS 4.4	1	1	29
21	TDM program to reduce weekday, pk trips by 20% compared to forecasted trips  Create and implement a comprehensive transportation demand management (TDM) program for the project that reduces weekday peak period motor vehicle trips by at least 20% compared to the forecasted trip generation for the project without the TDM strategies. Verification must be conducted by an approved organization and using an approved methodology.  In coordination with the parking facility operator, price at least 5% of parking stalls at variable rates (e.g. daily, weekly, and/or 1/2 month increments) to facilitate employee commute options. Daily in-and-out parking privileges shall be equivalent to monthly-priced commuters.	n/a	High	High	8	1-8,8-20,22	NC 2009 CS CS 2009 CI CI 2009 Retail-NC Retail-CI	SS 4.4 SS 4.4 SS 4.4 SS 3.3 SS 3.3 SS 4 SS 3	1 1 2 1 2 D D	1 1 1 1 2 D D	29 29 28 29 24 17, 29 17, 29
22	Variable priced parking  Operational and maintenance costs of property owners Score based on provision and support of a non-bike-share mode Score based on expected building-side changes in drive-alone behavior As determined by the City's Mobile Share or Survey, or the current area-wide level as determined by the district Score is weighted to account for TMA services that reduce property owners' administrative burdens of: updating posted information, informing district on, designating a transportation coordinator, surveying and reporting, obtaining performance goals, and providing incentives	Low	High	Med	7	5-6,8-11,13-21	ND	NPD 8	1	1-2	19

<sup>1</sup> Capital costs of property owners  
<sup>2</sup> Operational and maintenance costs of property owners  
<sup>3</sup> Score based on provision and support of a non-bike-share mode  
<sup>4</sup> Score based on expected building-side changes in drive-alone behavior  
<sup>5</sup> As determined by the City's Mobile Share or Survey, or the current area-wide level as determined by the district  
<sup>6</sup> Score is weighted to account for TMA services that reduce property owners' administrative burdens of: updating posted information, informing district on, designating a transportation coordinator, surveying and reporting, obtaining performance goals, and providing incentives  
<sup>7</sup> Retail New Construction (July 2005 Plan)  
<sup>8</sup> Retail Commercial Interior (July 2008 Plan)  
<sup>9</sup> Neighborhood Development 2009 2nd Public Comment  
<sup>10</sup> Existing Building Operations and Maintenance (September 2008 and v3, 2009)  
<sup>11</sup> New Construction (v1.2, Oct. 2005 and v1, 2009)  
<sup>12</sup> Core and Shell (v2.0, July 2009 and v3, 2009)  
<sup>13</sup> Commercial Interior (v2.0, Dec. 2005 and v3, 2009)  
<sup>14</sup> Sustainable Sites  
<sup>15</sup> Neighborhood Pattern & Design  
<sup>16</sup> Smart Location & Linkage  
<sup>17</sup> 4 credits available if implementing four of Options A-H  
<sup>18</sup> Credit dependent on provision of transit shelters  
<sup>19</sup> One point for implementing two Options, for a maximum of two points (up to existing Option 1-5)  
<sup>20</sup> Credit varies depending on drive-alone rate reduction of 10, 25, 50, or 75%  
<sup>21</sup> One point for implementing two Options, for a maximum of two points (up to existing Options 1-5)  
<sup>22</sup> Credit dependent on provision of showers, changing facility, and secure bicycle parking  
<sup>23</sup> Credit dependent on provision of secure bicycle parking and at least one of following: bike maintenance program, showers, changing facility, or route assistance  
<sup>24</sup> Credit dependent on provision of commuter and visitor bicycle parking, and proximity and connectivity of bicycle network  
<sup>25</sup> Credit dependent on designating 10% of total parking for ride-share vehicles, locating parking at side or rear of buildings, and no more than 20% of development footprint used for surface parking  
<sup>26</sup> Credit dependent on provision of minimal parking  
<sup>27</sup> Credit dependent on carshare membership, preferential parking for carshare vehicle, and proximity to transit  
<sup>28</sup> Incentives may include transit subsidies, pre-tax transit passes, preferential employee schedules, Emergency Ride Home program, preferential carpool/vanpool parking, bike accessory/maintenance discounts  
<sup>29</sup> One-star known as "Emergency Ride Home" in Clifton F  
<sup>30</sup> Credit dependent on provision of 5% preferential parking for car pools and/or vanpools



# MEMORANDUM

DATE: May 28, 2009

TO: Mayor Degginger and Councilmembers

FROM: Transportation Commission

SUBJECT: Recommendation to adopt the proposed Transportation Development Code revisions

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We are pleased to recommend the City Council's adoption of the proposed City of Bellevue Transportation Development Code revisions (Bellevue City Code chapter 14.60), as presented by staff. Proposed amendments include:

- More flexible Transportation Management Program requirements
- Clarified and expanded definitions
- Removal of conflicts and inconsistencies
- Clarified design requirements for public streets, private roads, and driveways
- Consistency with other city codes
- Modifications regarding alternative travel modes

The proposed code revisions are the product of staff and Commission review, public outreach, and development community input. Commission review of the Transportation Management Program (TMP) component of the code update (BCC 14.60.070 and 14.60.080) consisted of multiple meetings held throughout spring and fall 2008, concluding in January 2009. We took up the remaining sections of Code chapter 14.60 this spring. A public hearing on the entire chapter was held on May 28, 2009.

The only public testimony provided at the hearing suggested that the proposed code revisions allow for a credit towards transportation impact fees as an incentive for developments required to implement a TMP. While we do not recommend that the Transportation Development Code provide for impact fee credit provisions, we have requested that staff return to the Commission within a year to revisit the concept of providing incentives for developers to implement TMPs. We believe the City might see higher rates of compliance with the TMP requirements, and potentially more innovation leading to better outcomes, by offering incentives for performance rather than relying solely on consequences for non-compliance. However, in the absence of administratively feasible proposals for such incentives at this time, the Commission agreed to monitor the outcome of the updated TMP regulations for a period of time before considering additional modifications such as incentives.

We would be pleased to discuss our recommended code amendments in more detail at a future City Council study session.