

MEMORANDUM

To: City of Boulder Planning & Development Services

From: Steve Tuttle, PE, PTOE

Date: October 6, 2013

Project: Wencel Building – 13th Street & Walnut Street

Subject: Transportation Demand Management Plan

The 1357 Walnut Street project is proposing to redevelop an existing office building and parking lot with approximately 44,000 square feet of office use located at the northeast corner of 13th Street and Walnut Street. In accordance with the City of Boulder site review process, a Travel Demand Management (TDM) Plan is required which outlines strategies to mitigate traffic impacts created by the proposed development and implementable measures for promoting alternate modes of travel.

The project is proposing office use within the City of Boulder Central Area General Improvement District (CADID) area and will join the District. This location provides an opportunity for this site to be integrated within the planning area's TDM and Parking Access Districts and will allow employees and visitors to efficiently utilize parking, pedestrian, bicycle and transit facilities.

The following text discusses specific TDM and Parking Management measures proposed within the context of site planning and programming to meet and/or compliment the District requirements:

Employee Trip Reduction Plan

Business Eco Passes

All employees will be eligible to receive Eco Passes from the Downtown Boulder CAGID Eco Pass Program.

Employee Transportation Coordinator

The applicant will appoint an Employee Transportation Coordinator (ETC) and provide that employee's contact information to GO Boulder staff (303-441-3266). The ETC will be responsible for implementing and maintaining the Employee Commute Trip Reduction Program. The ETC will act as a liaison to GO Boulder and disseminate transportation information and marketing materials to co-workers with the objective of reducing single-occupant vehicle (SOV) commuting. The ETC should be involved in employee orientation to communicate the commute benefits available to co-workers and serve as the point of contact for any GO Boulder or regional promotional campaigns that encourage alternative transportation. Time permitting, the ETC can also attend GO Boulder's ETC Breakfast meetings to network with other ETCs and take advantage of training workshops. The ETC will also be responsible for maintaining the Transportation Information Center.

Transportation Information Center

The applicant will maintain a Transportation Information Center at the worksite. This center can take a variety of forms, but must serve as means to providing employees with important travel information including transit maps and schedules, bicycle maps, local and regional marketing campaigns, and information on the commute benefits provided to employees.

Program Evaluation

The applicant will assist in the dissemination and collection of periodic travel surveys to measure the impact of the Commute Trip Reduction Program. GO Boulder staff will work with the assigned ETC to determine the most efficient methods to distribute and collect the surveys from employees. The survey is designed to collect anonymous travel information and takes less than 10 minutes to complete.

Bicycle Parking

The applicant will provide both short-term and long-term bicycle parking. Short-term bicycle parking offers a convenient and accessible area to park bicycles for customers and other visitors. Short term bicycle parking shall be located on the public access level, within fifty feet of the main building entrances, and outside the building. Long-term bicycle parking offers a secure and weather protected place to store bicycles for several hours. Long-term bicycle parking is required to be covered and shall include use of the one of the following:

- A locked room;
- An area enclosed by a fence with a locked gate;
- An area within view of an attendant or security guard or monitored by a security camera; or
- An area visible from employee work areas.

In this section, the applicant will add a description of the location, amount and design of short and long term bicycle parking.

Showers and Changing Facilities

Shower and changing facilities are proposed to be built into the individual tenant spaces to encourage use of transportation options. Provision of these amenities within the tenant space allows the applicant to directly meet the needs of individual tenants. In addition, shower and changing facilities are proposed in the core and shell space.

/SGT