

Government of the District of Columbia

Department of Transportation



d. Planning and Sustainability Division

MEMORANDUM

TO: Sara Bardin
Director, Office of Zoning

FROM: Anna Chamberlin, AICP
Associate Director

Jonathan Rogers for

DATE: October 11, 2021

SUBJECT: ZC Case No. 08-34L – Capitol Crossing Center Block

PROJECT SUMMARY

Center Place Holdings, LLC (the “Applicant”) has requested approval of a Second Stage Planned Unit Development (PUD) application to develop a property bounded by 2nd Street NW on the east, F Street NW on the south, the Holy Rosary Church on the west, and G Street on the north. On the currently vacant Center Block, the Applicant is proposing to construct a mixed-use development that includes the following development program:

- 166 residential units;
- 221 hotel rooms; and
- 20,557 SF ground floor retail.

The larger PUD area includes development of three (3) city blocks known as the North Block, the Center Block, and the South Block. The North Block contains office and retail uses, the Center Block would contain residential, institutional, and office uses, and the South Block would contain office and institutional uses. The original approval in 2011 included:

- A first-stage PUD approval for the land and air rights above the Center Leg Freeway in the area bound by Massachusetts Avenue to the north, E Street to the south, 2nd Street to the east, and 3rd Street to the west;
- A consolidated PUD for the platform, below-grade parking and loading, and the North Block; and
- A zoning map amendment to rezone the overall site from the C-3-C District to the C-4 District under the 1958 Zoning Regulations.

The Zoning Commission has subsequently approved a 2nd Stage PUD for the South Block (08-34A), a 2nd Stage PUD for the North Block (08-34E), and a Modification of Significance to the 1st Stage PUD for the Center Block to add lodging and college/university educational uses to the permitted uses of the Commercial Building on the Center Block (08-34K).

SUMMARY OF DDOT REVIEW

The District Department of Transportation (DDOT) is committed to achieving an exceptional quality of life in the nation's capital by encouraging sustainable travel practices, constructing safer streets, and providing outstanding access to goods and services. As one means to achieve this vision, DDOT works through the zoning process to ensure that impacts from new developments are manageable within, and take advantage of, the District's multimodal transportation network.

The purpose of DDOT's review is to assess the potential safety and capacity impacts of the proposed action on the District's transportation network and, as necessary, propose mitigations that are commensurate with the action. After an extensive review of the case materials submitted by the Applicant, DDOT finds:

- Vehicular access and parking, long-term bicycle parking, and loading was previously approved by DDOT as part of the Consolidated PUD in 2011 (ZC 08-34) access via a curb cut on F Street east of 3rd Street and via 3rd Street, south of F Street. Access to the below-grade loading facility is provided via a curb cut on E Street. The following quantities were approved for the overall project (all three blocks):
 - 1,146 vehicle parking spaces,
 - 297 electric vehicle stations,
 - 440 long-term bicycle parking spaces,
 - Eight (8) 30-foot berths,
 - One (1) 55-foot berth, and
 - 10 Service/Delivery spaces;
- The loading, vehicle parking, and long-term bicycle parking in this 2nd Stage PUD are consistent with the original 1st Stage approval. All three blocks will be sharing these facilities in an underground garage that is already constructed;
- Hotel passenger loading is proposed through a 100-foot layby on the north side of F Street NW, which exceeds the length for typical passenger areas. The layby lane is proposed to be 11 feet in width and will be composed of the 8-foot parking lane plus a 3-foot offset of the curbline;
- A building canopy is proposed on F Street that exceeds the allowable length and width per DCMR Title 12;
- The Applicant will be providing 16 short-term bicycle parking spaces for the Center Block, which meets the ZR16 requirement. These are already installed in the streetscape (6 on the 2nd Street frontage and 10 on the F Street frontage);
- New sidewalks around the perimeter of the Center Block have been constructed along 2nd Street, F Street, and G Street in accordance with the Streetscape Plan for the overall project, which was approved by the Public Space Committee in October 2017;
- The proposed project is expected to generate three (3) fewer AM peak hour vehicle trips than the Approved Center Block 1st Stage PUD and 20 fewer PM peak hour vehicle trips. The change in trip generation would not have a measurable impact on the surrounding transportation network therefore the Applicant was not required to conduct a Traffic Impact Analysis (TIA).

- To date, the Applicant has not submitted any performance monitoring reports for the constructed portions of the Capitol Crossing project. In accordance with the TMP condition in Zoning Order 08-34, Center Block should participate in the program for the overall site; and
- The TMP and PMP program should commence performance monitoring reports for the overall 1st Stage PUD area prior to issuance of a CofO for the Center Block. Additionally, since the parameters of the program were not previously defined, the Applicant will work with DDOT at that time to develop the performance criteria and data collection requirements.

RECOMMENDATION

DDOT has reviewed the submitted materials for this case and confirms there are no changes to the loading, vehicle parking or bicycle parking which DDOT concurred with in our report for case 08-34. DDOT has no objection to approval of this Second Stage Planned Unit Development application with the following conditions:

- The Center Block will participate in the Transportation Management Program (TMP) for the entire Stage 1 PUD area from Zoning Order 08-34 (Condition 20), as outlined in the September 2, 2021 Wells & Associates Transportation Statement (Exhibit 21A) and attached to this report (Attachment A). The TMP includes both a Transportation Demand Management Plan (TDM) and Performance Monitoring Plan (PMP); and
- Prior to issuance of Certificate of Occupancy for the Center Block building, the Applicant will initiate the performance monitoring program for the entire Stage 1 PUD area. At that time, the Applicant will submit and receive concurrence from DDOT on the parameters of the TMP, TDM, and PMP, which were not defined in detail in the original ZC 08-34 application or subsequent Second Stage PUDs for the North and South blocks.

CONTINUED COORDINATION

Given the complexity and size of the action, the Applicant is expected to continue to work with DDOT on the following matters outside of the zoning process:

- Public space, including curb and gutter, street trees and landscaping, street lights, sidewalks, curb ramps, and other features within the public rights of way, are expected to be designed and built to DDOT standards;
- The Applicant will be required to obtain public space permits for all elements of the project proposed in public space, including the proposed building projection on F Street. DDOT has several comments on the Applicant's initial public space design which are noted later in the Streetscape and Public Realm section and can be resolved during the public space permitting process;
- Continue to coordinate with DDOT's Neighborhood Planning Branch regarding the length and design of the layby on F Street NW;
- Submit a detailed curbside management and signage plan to DDOT, consistent with current DDOT policies. If meter installation is required they will be at the Applicant's expense;
- Coordinate with DDOT's Active Transportation Branch and Neighborhood Planning Branch regarding design and implementation of the pedestrian network improvements.

TRANSPORTATION ANALYSIS

DDOT requires applicants requesting an action from the Zoning Commission complete a Transportation Statement in order to determine the action's impact on the overall transportation network. Accordingly, an Applicant is expected to show the existing conditions for each transportation mode affected, the proposed impact on the respective network, and any proposed mitigations, along with the effects of the mitigations on other travel modes. A Transportation Statement should be performed according to DDOT direction. The Applicant and DDOT coordinated on an agreed-upon scope for the Transportation Statement that is consistent with the scale of the action.

The following review provided by DDOT evaluates the Applicant's Transportation Statement to determine its accuracy and assess the action's consistency with the District's vision for a cohesive, sustainable transportation system that delivers safe and convenient ways to move people and goods, while protecting and enhancing the natural, environmental, and cultural resources of the District.

Site Design

Site design, which includes site access, loading, vehicle parking, and public realm design, plays a critical role in determining a proposed action's impact on the District's infrastructure. While transportation impacts can change over time, the site design will remain constant throughout the lifespan of the proposed development, making site design a critical aspect of DDOT's development review process. Accordingly, new developments must provide a safe and welcoming pedestrian experience, enhance the public realm, and serve as positive additions to the community.

Site Access

Pedestrian access to the Center Block is via two (2) entrances on G Street NW (one for each of the hotel use and residential uses) and one (1) entrance on F Street for the hotel use. As shown below in Figure 1, vehicular access to the shared parking garage was approved as part of the Consolidated PUD in 2011 with access via a curb cut on F Street east of 3rd Street and via 3rd Street, south of F Street.

Figure 1 | Site Plan



Source: Wells & Associates 9/2/2021 Transportation Statement, Figure 3

Loading

DDOT’s practice is to accommodate vehicle loading in a safe and efficient manner, while at the same time preserving safety across non-vehicle modes and limiting any hindrance to traffic operations. For new developments, DDOT requires that loading take place in private space and that no back-up maneuvers occur in the public realm.

Per Subtitle C § 901.1 and § 901.4 of the 2016 Zoning Regulations (ZR16), residential properties with more than 50 units are required to provide one (1) loading berth, one (1) loading platform, and one (1) 20-foot delivery space. For the hotel component, the Applicant is required to provide three (3) loading berths and three (3) loading platforms. For the retail component of this project, zoning requires two (2) loading berth, two (2) loading platform, and one (1) delivery spaces. The Applicant is proposing to meet the ZR16 requirements for all three blocks and the practical needs for loading by providing a total of one (1) 55-foot berth, eight (8) 30-foot berth, ten 20-foot delivery spaces, and loading platforms.

The building is designed so that all loading activities take place in the below-grade loading facility with access from a curb cut off E Street that was approved by DDOT Public Space Committee in 2018. The loading for all three blocks of this project was approved under the consolidated PUD (ZC Case #08-34). The Modification of Significance to add lodging and college/university educational uses in the approved commercial building does not impact the number of required loading facilities.

To help facilitate truck movement and manage conflicts with vehicles and pedestrians within the alley network, the Applicant has provided a Loading Management Plan (LMP) in the Transportation Statement as required by their Travel Demand Management (TDM) Plan. The LMP notes the appropriate locations for loading activities on-site and includes a component regarding the procedures for waste management

(ie., trash and recycling pick-up). A dock manager will be staffed in the loading area during peak periods in order to oversee the loading operations on-site. Additionally, an interior signage plan will be prepared for wayfinding within the loading facilities.

Vehicle Parking

The overall parking demand created by the development is primarily a function of land use, development square footage, price, and supply of parking spaces. However, in urban areas, other factors contribute to the demand for parking, such as the availability of high-quality transit, frequency of transit service, proximity to transit, connectivity of bicycle and pedestrian facilities within the vicinity of the development, and the demographic composition and other characteristics of the potential residents.

The Applicant is providing 1,146 total vehicle parking spaces for all three blocks of the project approved by DDOT as part of the Consolidated PUD in 2011 (ZC Case No. 08-34) access via a curb cut on F Street east of 3rd Street and via 3rd Street, south of F Street. The proposed parking is consistent with the original approval and this Second Stage PUD is not proposing any changes.

Bicycle Parking

Per ZR16 Subtitle C § 802.1, the Applicant is required to provide 85 long-term and 16 short-term bicycle parking spaces. The Applicant is proposing to exceed the long-term requirements by installing 440 long-term spaces in the parking garage for use by all three (3) blocks, per the 1st Stage PUD approval. The Applicant is showing 16 total short-term bicycle parking spaces are already constructed in public space (five (5) inverted-U racks on F Street and three (3) on 2nd Street). This amount of short-term bicycle parking meets the ZR16 requirement.

Streetscape and Public Realm

In line with District policy and practice, any substantial new building development or renovation is expected to rehabilitate streetscape infrastructure between the curb and the property lines. This includes curb and gutters, street trees and landscaping, street lights, sidewalks, and other appropriate features within the public rights of way bordering the site.

The Applicant must work closely with DDOT and the Office of Planning (OP) to ensure that the design of the public realm meets current standards and will substantially upgrade the appearance and functionality of the streetscape for public users needing to access the property or circulate around it. In conjunction with Titles 11, 12A, and 24 of the DCMR, DDOT's most recent version of the *Design and Engineering Manual (DEM)* and the *Public Realm Design Manual* will serve as the main public realm references for the Applicant. Public space designs will be reviewed in further detail during the public space permitting process. DDOT staff will be available to provide additional guidance during these processes and encourages the Applicant to participate in a Preliminary Design Review Meeting (PDRM) to address design related comments provided by DDOT and OP.

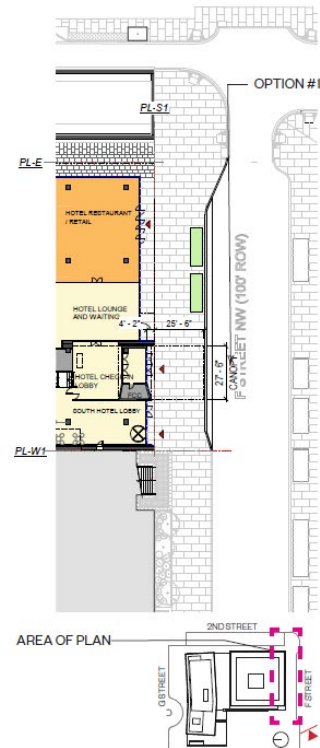
While the preliminary public space plans, shown above in Figure 1, are generally consistent with DDOT standards, there are a few considerations, primarily the proposed building canopy and layby, that need to be reviewed in greater detail during the public space permitting process. Although not added to the

Zoning Commission record, the Applicant has shared preliminary public space plans with DDOT showing the proposed building canopy and layby (Figure 2).

Hotel passenger loading is proposed through a 100-foot layby on the north side of F Street NW. The layby would be created by utilizing the existing curbside parking lane and cutting approximately 3 feet into the sidewalk section to provide adequate door swing space. Existing planters would need to be relocated as a result. While DDOT does not typically support laybys, the proposed layby has the potential to accommodate passenger loading needs without eliminating street trees (due to being located on top of the interstate) or diminishing the clear sidewalk dimension. Of note, the proposed 100-foot layby exceeds the length for typical passenger areas. Additionally, constructability of the layby and associated relocated curb needs to be reviewed by DDOT given its location on top of the interstate. As such, the Applicant will need to work with DDOT on a finalized design for the hotel layby during public space permitting.

An approximately 25-foot building canopy is proposed on F Street that exceeds the allowable length and width per DCMR Title 12. If the Applicant continues to propose a non-standard projection, it will require a Code Modification from DCRA and approval by Public Space Committee.

Figure 2 | Proposed Canopy and Layby



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F STREET CANOPY CONSIDERATION SOUTHWEST VIEW & PLAN

Source: Wells & Associates 9/1/2021 F Street Canopy Width Consideration, Page 4

Travel Assumptions

The purpose of the CTR is to inform DDOT’s review of a proposed action’s impacts on the District’s transportation network. To that end, selecting reasonable and defensible travel assumptions is critical to understanding who is traveling to the site, from where, and by which modes.

Mode Split and Trip Generation

Each trip a person makes is made by a certain means of travel, such as vehicle, bicycle, walking, and transit. The means of travel is referred to as a ‘mode’ of transportation. A variety of elements impact the mode of travel, including density of development, diversity of land use, design of the public realm, proximity to transit options, availability and cost of vehicle parking, among many others.

The Applicant provided trip generation estimates which utilized the rates published in the Institute of Transportation Engineers (ITE) *Trip Generation Manual, 10th Edition* (Land Use Code 221 Multi-Family Mid-Rise, Code 220 Multi-Family Low-Rise, and Code 850 Supermarket) and the assumed mode-split to convert base vehicular trips to base person trips using average auto occupancy data and then back to vehicular, transit, bicycle, and pedestrian trips. DDOT finds these methods appropriate.

Mode split assumptions used in the subject analysis were informed by the Census, WMATA’s 2005 Development-Related Readership Survey, and mode splits used for nearby developments. Figure 3 below shows the mode splits assumed for the trip generation in the Transportation Statement.

Figure 3 | Summary of Mode Split Assumptions

Mode	Hotel		Residential	
	AM Peak	PM Peak	AM Peak	PM Peak
Auto	50%	42%	31%	20%
Transit	4%	8%	21%	14%
Walk	46%	49%	43%	60%
Bike	0%	1%	5%	6%

Source: Wells & Associates, *Scoping Form for Transportation Statement*

Based on the ITE trip generation rates and mode split assumptions, Figure 4 shows the predicted number of weekday and Saturday peak hour trips generated by each mode. As noted above, a conservative automobile mode share was assumed for this project and thus vehicle trip generation estimates may be higher than the levels of traffic that actually materialize once the project is constructed and open.

Figure 4 | Multi-modal Trip Generation Summary

Land Use	AM Peak Hour			PM Peak Hour		
	In	Out	Total	In	Out	Total
Residential (166 DUs; 21,588 SF Retail)¹						
Person Trips	61	184	245	229	134	363
<i>Auto Person Trips (31% AM; 20% PM)²</i>	19	57	76	46	27	73
<i>Transit Person Trips (21% AM; 14% PM)</i>	13	39	52	32	19	51
<i>Walk Person Trips (43% AM; 60% PM)</i>	26	79	105	137	80	217
<i>Bike Person Trips (5% AM; 6% PM)</i>	3	9	12	14	8	22
Vehicle Trips ³	16	48	64	39	23	62
Hotel (222 Rooms)⁴						
Person Trips	173	121	294	184	176	360
<i>Auto Person Trips (50% AM; 42% PM)</i>	87	60	147	77	74	151
<i>Transit Person Trips (4% AM; 8% PM)</i>	7	5	12	15	14	29
<i>Walk Person Trips (46% AM; 49% PM)</i>	80	55	135	90	86	176
<i>Bike Person Trips (0% AM; 1% PM)</i>	0	0	0	2	2	4
Vehicle Trips	52	36	88	37	35	72
Total Trips						
Person Trips	234	305	539	413	310	723
<i>Auto Person Trips</i>	106	117	223	123	101	224
<i>Transit Person Trips</i>	20	44	64	47	33	80
<i>Walk Person Trips</i>	106	134	240	227	166	393
<i>Bike Person Trips</i>	3	9	12	16	10	26
Vehicle Trips	68	84	152	76	58	134
¹ Person trips for the residential component were calculated using TripsDC. Inbound/Outbound distributions were calculated using ITE <i>Trip Generation</i> (10 th Edition). ² Mode splits for the residential component were taken from TripsDC. ³ Vehicle trips for the residential component were calculated using an AVO of 1.18 persons/vehicle in accordance with DDOT's <i>CTR Guidelines</i> . ⁴ Trip generation for the hotel, including the non-auto breakdown of trips, was taken from <i>Trip Generation for three hotels</i> studied by DDOT. The inbound and outbound distribution was based on data collection conducted by W+A at five select service hotels in DC.						

Source: Wells & Associates 9/2/2021 Transportation Statement, Table 2

The proposed project is expected to generate three (3) fewer AM peak hour vehicle trips than the Approved Center Block First Stage PUD and 20 fewer PM peak hour vehicle trips. The change in trip generation would not have a measurable impact on the surrounding transportation network therefore the Applicant was not required to conduct a Traffic Impact Analysis (TIA).

Mitigations

DDOT requires the Applicant to mitigate the impacts of the development in order to positively contribute to the District’s transportation network. The mitigations must sufficiently diminish the action’s vehicle impact and promote non-auto travel modes. This can be done through Transportation Demand Management (TDM), physical improvements, operations, and performance monitoring.

DDOT preference is to mitigate vehicle traffic impacts first through establishing an optimal site design and operations to support efficient site circulation. When these efforts alone cannot properly mitigate an action’s impact, a reduction in parking and implementation of TDM measures may be necessary to manage travel behavior to minimize impact. Only when these other options are exhausted will DDOT consider capacity-increasing changes to the transportation network because such changes often have detrimental impacts on non-auto travel and are often contrary to the District’s multi-modal transportation goals.

The following analysis is a review of the Applicant’s proposed mitigations and a description of DDOT’s suggested conditions for inclusion in the Zoning Order:

Transportation Demand Management (TDM)

As part of all land development cases, DDOT requires the Applicant to produce a comprehensive TDM plan to help mitigate an action’s transportation impacts. TDM is a set of strategies, programs, services, and physical elements that influence travel behavior by mode, frequency, time, route, or trip length in order to help achieve highly efficient and sustainable use of transportation facilities. In the District, this typically means implementing infrastructure or programs to maximize the use of mass transit, bicycle and pedestrian facilities, and reduce single occupancy vehicle trips during peak periods. The Applicant’s proposed TDM measures play a role in achieving the desired and expected mode split.

The specific elements within the TDM plan vary depending on the land uses, site context, proximity to transit, scale of the development, and other factors. The TDM plan must help achieve the assumed trip generation rates to ensure that an action’s impacts will be properly mitigated. Failure to provide a robust TDM plan could lead to unanticipated additional vehicle trips that could negatively impact the District’s transportation network. Condition #20 of the 1st Stage PUD approval for the project (Case No. 08-34), requires the Applicant implement a Transportation Management Plan (TMP) “for all office tenants, as set forth in the Supplemental Report to the Transportation Impact Analysis attached at Tab 4 to the Supplemental Prehearing Submission in the record at Exhibit 30.” The Applicant proposes a TDM Plan specifically for the office tenants in the September 2, 2021 Transportation Statement which includes the following elements:

- Designate a Property Transportation Coordinator (PTC) who will be the primary point of contact with DDOT and whose responsibility it will be to coordinate and complete all TMP obligations.
- Provide long-term bicycle parking in a secure, sheltered environment, and provide short-term bicycle parking at the street level (note that bicycle spaces already are provided in the below-grade garage).
- Provide promotions, services, and policies (via the PTC) that will help minimize vehicle traffic generated by the development, including:
 - Providing information to hotel employees and residents to discuss public transportation and carpooling/vanpooling options and resources,
 - Cooperating with DDOT if DDOT elects to host a transit fair event on site up to four times per year.
- If multiple PTCs are used for the project, they will coordinate with each other not less than once per quarter.

Performance Monitoring

The CTR provides a projection of an action’s likely transportation impacts. However, in an urban environment that is rapidly developing and changing, the projections may not provide enough certainty to reveal the true future impacts of an action, particularly at the scale of this PUD. A performance monitoring plan provides the framework for increasing the level of certainty concerning expected impacts so that DDOT and the public can have a better idea of expected future travel conditions. A

performance monitoring plan establishes thresholds for new trips an action can generate, defines post-completion evaluation criteria and methodology, and establishes potential remediating measures. The Applicant agreed upon the following Performance Monitoring Plan as part of the First Stage PUD:

- The property/building management, along with the Property Transportation Coordinator(s), will maintain an ongoing dialogue regarding transportation activities on-site, as well as travel patterns and behaviors;
- The property/building management will commission a transportation performance monitoring study two (2) years after lease-up of each building. The purpose of these evaluations is to determine how the transportation services offered on-site are working; and
- The PTC(s) will submit an annual letter to DDOT describing the transportation management activities from the previous year.

A copy of the Transportation Management Program (TMP) from the original ZC 08-34 approval, which includes a PMP and TDM Plan, is attached to this report in Attachment A. Since the parameters were not well defined in the attached TMP during the original approval or subsequent 2nd Stage PUDS and the Applicant has not yet initiated the program, nor submitted any monitoring reports yet, DDOT requests the Applicant begin submitting monitoring reports prior to issuance of CofO for Center Block. At that time, the Applicant should coordinate with DDOT to develop detailed PMP criteria and data collection requirements for future reporting.

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Section 4

TRAVEL DEMAND MANAGEMENT (TDM) PLAN

Overview

The Return to L'Enfant: I-395 Air Rights Transportation Management Plan (TMP), this plan, was created as a comprehensive plan that will promote safe and efficient transportation operations within and surrounding the development, encourage alternate modes of transportation to and from the site, and maximize the efficiency of available parking and loading facilities.

This TMP consists of the following components:

1. Property Transportation Coordinator,
2. Facilities and Improvements,
3. Parking Management Plan,
4. Loading Management Plan,
5. Promotions, Services, and Policies,
6. Performance and Monitoring, and
7. Continuity of Implementation.

Property Transportation Coordinator

The property/building management company will designate a member of the building management staff as Property Transportation Coordinator (PTC). The PTC will be a primary point of contact with the District Department of Transportation (DDOT) and undertake the responsibility for coordinating and completing all Transportation Management Plan (TMP) obligations. The PTC will maintain an ongoing relationship with DDOT staff in order to carry out the elements of this TMP, as required. The duties of Property Transportation Coordinator may be undertaken by more than one PTC for either each block or each building.

The responsibilities of the PTC will include the following:

1. Advising tenants, employees, and residents of the various TMP initiatives through a new-employee/new-resident handout;
2. Marketing and promoting TMP initiatives through printed materials and online resources;

3. Responding to site-specific transportation related questions from tenants, employees, and residents of the on-site buildings; and
4. Fulfilling all requirements of this TMP, with help from agencies of the District of Columbia when necessary.

Facilities and Improvements

The development will provide bicycle parking spaces, changing rooms and shower facilities, and car-share parking spaces to its tenants, employees, residents, and visitors, as well as an on-site business center for the residential building.

The following details the facilities and improvements that will help to reduce the reliance on private automobiles:

1. Bicycle parking spaces will be provided in a secure, sheltered environment in order to encourage individuals to bike to and from the site. Additional bicycle parking space will be provided at the street-level for visitors and high-turnover uses.
2. An outside, street-level, area on G Street will be reserved for a potential "bicycle-share station" in the future.
3. Changing rooms and shower facilities will be incorporated into the design of the buildings. These facilities will benefit employees of the site who will bike, walk, jog, or run.
4. Car-share parking spaces will be provided on-site. These spaces may be provided at the street-level (such as along F Street, 2nd Street, or 3rd Street) or inside the parking garage. The car-share parking spaces will allow car-share service companies to supply vehicles in the immediate vicinity of the development and surrounding buildings, thereby reducing the need for employees and residents to have a private vehicle on-site.
5. An on-site business center will be provided for use by residents of the development who choose to work from home. The business center will include, at a minimum, access to a copier, scanner, facsimile, personal computer, and internet services.

Parking Management Plan

A Parking Management Plan (PMP) will be prepared for the site. The PMP will note locations for potential uses such as: passenger pick-up and drop-off; car-share service parking spaces; bicycle parking; bus stops; on- and off-street parking locations for tenants, employees, residents,

and visitors; and loading zones for short-term deliveries. The PMP also will include a schematic depicting the parking plan (curbside management) for all block faces adjoining the site. Additionally, an interior signage plan will be prepared for wayfinding inside of the on-site parking facilities.

Loading Management Plan

A Loading Management Plan will be prepared for the site. The Loading Management Plan will note the appropriate locations for loading activities on-site. The Plan also will include a component regarding the procedures for waste management (i.e., trash and recycling pick-up). A dock manager will be staffed in the loading area during peak periods in order to oversee the loading operations on-site. Additionally, an interior signage plan will be prepared for wayfinding within the loading facilities.

Promotions, Services, and Policies

The Property Transportation Coordinator(s) will work with new tenants, employees, and residents in order to help them understand travel choices. The PTC(s) will provide information and guidance on public transportation routes, how to sign up for commuter benefit programs such as pre-tax dollar contributions for transit fare, and how to find ridesharing (carpooling/vanpooling) opportunities.

The following details the promotions, services, and policies that will help to minimize vehicle traffic generated by the development:

1. The PTC will be available to meet with and discuss specific public transportation travel choices with tenants, employees, and residents. The PTC will instruct them on how to use several web-based choices (i.e., the Washington Metropolitan Area Transit Authority/Wmata website, the Metropolitan Washington Council of Governments' (MwCOG) CommuterConnections website, etc.) to find transit alternates between their home and place of employment.
2. The PTC also will encourage and show these tenants, employees, and residents how to sign up for ridesharing (carpooling/vanpooling) opportunities on MwCOG's CommuterConnections website.
3. Tenants will be encouraged to allow their employees to have flexible work schedules and/or telecommute in order to spread, or lessen, the concentration of traffic to and from the site during peak periods.
4. Tenants also will be encouraged to allow their employees to sign up for commuter benefit programs such as pre-tax dollar contributions for the purchase of transit fare.
5. The building management will cooperate with the DDOT, if DDOT elects to host a transit-fair event on-site, up to four (4) times per year. The purpose of this potential event is for DDOT, and other agencies of the District, to be able to promote alternative modes of transportation around the City and the greater Washington, D.C. metropolitan area.

Performance and Monitoring

The property/building management, along with the Property Transportation Coordinator(s), will maintain an ongoing dialogue regarding transportation activities on-site, as well as travel patterns and behaviors. The property/building management also will commission a transportation performance monitoring study two (2) years after lease-up of each building. The purpose of these evaluations is to determine how the transportation services offered on-site are working. In addition to this, the PTC(s) will submit an annual letter to DDOT describing the transportation management activities from the previous year.

Continuity of Implementation

Several of the TMP elements included in this plan may be implemented and managed on an interim basis. Once the permanent PTC(s) has been identified, they will be notified of their responsibilities under this plan. If there is more than one (1) PTC for the development, the PTCs will confer with one another on not less than a quarterly basis (every 3 months) in order

to understand how transportation operations occur on-site. Further, in order to maintain a historical account of the TMP activities, the PTCs will maintain a log of the annual letters describing transportation related activities and the results of any transportation performance monitoring studies.

Summary

The multi-point Transportation Management Plan presented above will help to influence travel behavior of employees, residents, and visitors in order to achieve a maximally efficient use of transportation facilities in the vicinity of the site. It will help to reduce peak hour vehicle-trips, reduce parking demand, and promote the use of alternative transportation modes.