

# Government of the District of Columbia

## Department of Transportation



### d. Planning and Sustainability Division

#### MEMORANDUM

**TO:** District of Columbia Zoning Commission

**FROM:** Meredith Soniat  
Acting Associate Director *MS*

**DATE:** February 21, 2025

**SUBJECT:** ZC Case No. 24-23 – 701 Howard Road SE (Cedar Tree Academy)

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**WAIVER REQUEST:** DDOT is requesting a waiver of the District of Columbia Municipal Regulations (DCMR) Subtitle Z, § 101.9 to submit agency reports 10 days prior to the hearing. Per DDOT’s February 14, 2025 request ([Exhibit 16](#)) to file this report less than 10 days prior to the hearing, DDOT was waiting for the Applicant to make requested revisions to its transportation analysis in order for DDOT to proceed with its report. The Applicant’s revisions were made and sent to DDOT on February 20, 2025.

#### PROJECT SUMMARY

Cedar Tree Academy Public Charter School (the “Applicant”) has requested approval of a Design Review application to demolish an existing school building and construct a new school on a property bounded by Howard Road SE to the north, an Interstate 295 off-ramp to the south, and the future Bridge District mixed-use development to the west. The site currently contains the existing Cedar Tree Academy, serving pre-K through 2<sup>nd</sup> grade, and a parking lot.

The Applicant proposes to construct a new school building, parking lot, pick-up/drop-off area, and loading facilities at the site while expanding the student enrollment cap from 600 to 680 students in pre-K through 5<sup>th</sup> grade.

#### SUMMARY OF DDOT REVIEW

The District Department of Transportation (DDOT) is committed to achieving an exceptional quality of life by encouraging sustainable travel practices, safer streets, and outstanding access to goods and services. 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 multi-modal 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 to the site is proposed via a two-way parking lot entrance from Howard Road SE. The Applicant is still determining whether this entrance will be a pair of one-way curb cuts, similar to the school's existing access, or a single two-way curb cut;
- The project is meeting zoning requirements for vehicle parking by providing 33 spaces, which is higher than DDOT's preferred parking maximum for sites within ¼ mile of a Metrorail station. DDOT estimates a school of this size and distance from transit should provide no more than 17 spaces. The availability of excess parking has the potential to induce additional demand for driving, which has been accounted for in the traffic analysis;
- To offset and measure this impact, the Applicant has agreed with DDOT to implement a robust Transportation Demand Management (TDM) program and a Performance Monitoring Plan (PMP). The Applicant also proposes widening the sidewalk along the site's Howard Road SE frontage to improve the safety and comfort of walking to and from school;
- The Comprehensive Transportation Review (CTR) study indicated that one (1) study intersection unacceptably degrades in Level of Service (LOS) and increases in queue length due to the addition of site-generated vehicle trips. DDOT requests that the Applicant provide mitigation through additional TDM measures and evaluate site operations through a PMP rather than construct roadway improvements; and
- The Applicant proposes a robust TDM Plan that will support usage of non-auto modes and mitigate the traffic impacts of the school as well as a PMP to monitor the site's trip generation. DDOT finds these plans acceptable.

## **RECOMMENDATION**

DDOT has no objection to the approval of this Design Review application with the following conditions included in the Zoning Order:

- Implement the TDM Plan and PMP as proposed in the February 14, 2025 revised CTR (Exhibit 18A), for the life of the project, unless otherwise noted.

## **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:

- Coordinate with DDOT's Planning and Sustainability Division (PSD) and Public Space Regulation Division (PSRD) regarding the final design of the streetscape and site access. As the Applicant's analysis shows that in the dual curb cut scheme, large trucks cannot turn into the site without running over the curb, the Applicant should move forward with the single curb cut design. The Applicant will be required to obtain public space permits for all elements of the project proposed in public space;
- The Applicant should upload documentation to IZIS showing that at least two (2) spaces are served by electrical outlets, and at least two (2) can fit cargo bikes, per DDOT guidelines;
- Submit a detailed curbside management and signage plan for Curbside Management Division (CMD) review, consistent with current DDOT policies. If meter installation is required, it will be at the Applicant's expense;

- Coordinate with DDOT's TDM Team and goDCgo on the implementation of the TDM Plan and PMP; and
- Coordinate with DDOT's Urban Forestry Division (UFD) and the Ward 8 Arborist regarding the possibility of any existing Heritage Trees or Special Trees on the property as well as any street trees in public space.

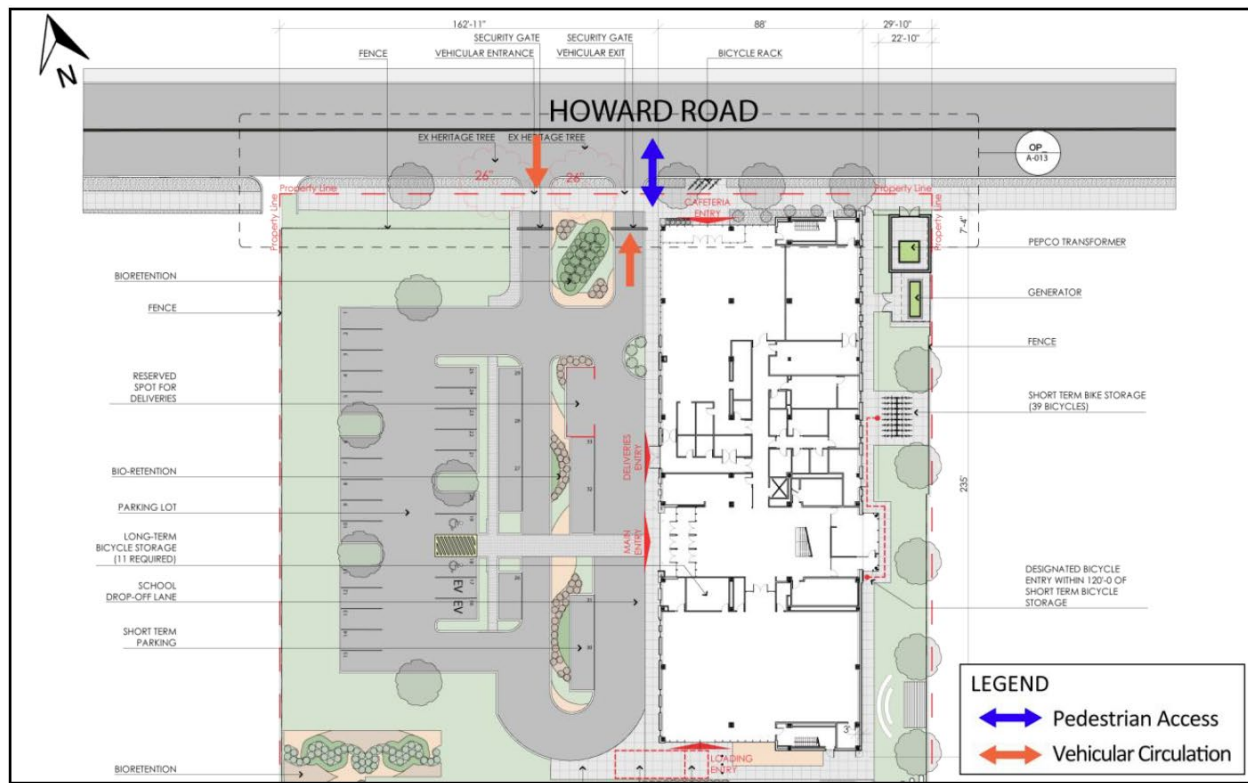
## TRANSPORTATION ANALYSIS

The following is DDOT's review of the submitted plans, application materials, and February 14, 2025 CTR to assess the project's consistency with the District's vision for an equitable and sustainable transportation system that delivers safe and convenient ways to move people, goods, and services.

### Site Access

Pedestrian access to the school is proposed from both Howard Road SE and the school parking lot. Vehicle access to the parking lot and pick-up/drop-off area is proposed via direct access from Howard Road. The Applicant initially proposed providing access via two (2) one-way curb cuts, in the same locations as the two (2) existing curb cuts, to preserve two (2) Special Trees that had been designated to remain by UFD. However, UFD determined that the trees were no longer viable and no longer needed to be preserved. Therefore, DDOT strongly encourages the Applicant to consolidate access to a single two-way curb cut. Figure 1 below shows the site layout of the proposed project.

**Figure 1 | Site Plan**



Source: Symmetra Design 2/14/25 CTR, Figure 3

### **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, demographic composition, and other characteristics.

The project is required by Zoning to provide 10 vehicle parking spaces after taking the eligible 50% parking reduction for the site's location within ½ mile of the Anacostia Metrorail Station. The project proposes a total of 33 on-site parking spaces, according to the CTR, which is 23 spaces more than the zoning parking minimum. Two (2) electric vehicle charging spaces will be provided.

DDOT finds the amount of vehicle parking proposed on-site to be higher than expected given the project size, mix of uses, and distance from transit. Based on DDOT's preferred maximum parking rates in the January 2022 *Guidance for Comprehensive Transportation Review*, a total number of spaces in the 10-17 range would be more appropriate. Providing more parking than practically needed has the potential to induce more driving. As such, DDOT and the Applicant have worked together to come up with a robust TDM program to encourage walking, taking transit, and bicycling to and from the school rather than driving (see TDM section later in this report). It is noted that these additional vehicle trips have also been accounted for in the mode split and trip generation assumptions of the traffic impact analysis.

### **Bicycle Parking**

The project is required by zoning to provide 10 long-term and 39 short-term bicycle parking spaces for 77,329 square feet of school space. According to the CTR, the project includes 18 long-term spaces within an indoor storage room and 40 short-term bicycle parking spaces, meeting these requirements. The short-term spaces are proposed to be accommodated with two (2) inverted U-racks within public space along Howard Road SE and 18 inverted U-racks to the east of the school building.

As the design of the long-term bicycle storage room moves forward, the Applicant should refer to page F-9 of Appendix F in the *Guidance for Comprehensive Transportation Review* for design best practices. The storage room must be designed so that a minimum of 50% of zoning-required long-term spaces are located horizontally on the floor or bottom of a two-tier rack system, 10% are served by electrical outlets, and 5% of spaces (minimum 2 spaces) are designed for larger tandem/cargo bikes (10 feet by 3 feet, rather than 6 feet by 2 feet). DDOT confirms the most recent submitted plans do meet the guidelines for horizontal spaces – however it is not clear that the other guidelines are met. The Applicant should upload documentation to IZIS showing that at least two (2) spaces are served by electrical outlets, and at least two (2) can fit cargo bikes.

### **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. Access to this building for loading and unloading, delivery and trash pick-up is an important consideration, and DDOT expects the project to comply with DDOT's standards for loading.

Per Title 11 of *DCMR*, Subtitle C § 901.1 and § 901.4, schools between 30,000 and 100,000 square feet in gross floor area are required to provide one (1) loading berth and one (1) 20-foot delivery space. The project proposes meeting these requirements by providing one (1) 30-foot loading berth at the south end of the school building and one (1) 20-foot delivery space across the drive aisle from the service entrance.

The building is designed so that all loading activities take place in the loading dock area. The truck turning diagrams included in the CTR demonstrate that, in the dual curb cut access scheme, 30-foot trucks are unable to enter the site from Howard Road SE with head-in and head-out movements, as required by DDOT standards. The Applicant should re-design their site access with a single two-way curb cut to accommodate these trucks.

The Applicant anticipates that the loading berth will be used only for major furniture and equipment deliveries and will be closed during school hours. Removable bollards will be installed at the entrance to the loading berth to indicate that it is not intended for regular use and that all other deliveries should utilize the delivery space near the school's service entrance. Trucks can maneuver and turn around within the site so that they can exit to the designated "truck through route" of Martin Luther King, Jr. Avenue SE or South Capitol Street (via Suitland Parkway) from Howard Road SE. Trash is proposed to be stored and collected internal to the building, consistent with DDOT's standards that trash not be stored in public space or be visible from the public sidewalk.

### **Heritage and Special Trees**

According to the District's [Tree Size Estimator map](#), there are four (4) Special trees within the school property and an additional three (3) within the site's Howard Road SE frontage. Two (2) of the Special trees along the street frontage were designated as not viable by UFD. DDOT expects the Applicant to coordinate with the Ward 8 Arborist regarding the preservation and protection of existing Special and small street trees, as well as the planting of new street trees, in bioretention facilities or a typical expanded tree planting space.

Special Trees are between 44 inches and 99.99 inches in circumference. Special Trees may be removed with a permit. However, if a Special Tree is designated to remain by UFD, a Tree Protection Plan (TPP) will be required.

### **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, streetlights, 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 *DCMR*, DDOT's *Design and Engineering Manual (DEM)* and *Public Realm Design Manual* will serve as the main public realm references for the Applicant. Streetscape designs will be reviewed in further detail during the public space permitting process.

DDOT strongly supports the Applicant’s proposal to upgrade the sidewalk along Howard Road along the site frontage to eight (8) feet wide with a planting strip buffer. While the preliminary public space plans, shown above in Figure 1, are generally consistent with DDOT standards, there are several considerations that need to be reviewed in greater detail during the public space permitting process:

- The Applicant should consolidate the site’s dual 12-foot curb cuts into a single 24-foot curb cut to allow enough space for large trucks to turn in and out of the site without running over the curb;
- All building entrances must be at grade with the sidewalk so that no stairs or ramps will be necessary in public space; and
- Submit a detailed curbside management plan with proposed signage for review and approval by DDOT Curbside Management Division (CMD). If CMD requires multi-space meters for the remainder of the frontage, they will be at the Applicant’s expense.

The Applicant participated in a Preliminary Design Review Meeting (PDRM) with DDOT and OP on November 12, 2024.

### **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.

Mode split assumptions used in the analysis were informed by data provided by the school and driveway observations conducted on April 10, 2024. As shown in Table 1 below, the mode splits assumed were 85% automotive for both students and staff. The remainder of trips are anticipated to be made by transit or school bus.

**Table 1 | Summary of Mode Split Assumptions**

<b>Mode</b>	<b>Students</b>	<b>Staff</b>
Auto	85%	85%
Walk <sup>1</sup>	0%	0%
School Bus	5%	
Hired Vehicle		2%
Transit	10%	13%
<b>Total</b>	<b>100%</b>	<b>100%</b>

Source: Symmetra Design 2/14/25 CTR, Appendix A

Average vehicle trip generation rates per student were calculated based on the current enrollment of the school (399 students) and April 2024 driveway observations. As shown below in Table 2, these rates were used to project the vehicle trip generation of the school at proposed full capacity (680 students). DDOT finds these methods appropriate.

**Table 2 | Trip Generation Rates**

Land Use	Mode	AM Peak (7:45-8:45AM)			School PM Peak (3:00-4:00PM)			PM Peak (5-6PM) <sup>4</sup>		
		In	Out	Total	In	Out	Total	In	Out	Total
Public Charter School (428 Students)	Auto	146	146	292	97	101	198	15	29	44
	Rate	.34	.34	.68	.23	.24	.47	0.04	0.07	0.10

Source: Symmetra Design 2/14/25 CTR, Table 7

These trip generation rates, in addition to a vehicle occupancy rate of 1.58 per the January 2022 *CTR Guidelines*, were used to project future vehicle trips. As shown below in Table 3, the projected net increase in vehicle trips met DDOT's threshold in the *Guidance for Comprehensive Transportation Review* for further analysis (25 inbound or outbound vehicle trips during any one of study periods). As such, a CTR study with traffic impact analysis (TIA) was required.

**Table 3 | Trip Generation Summary**

Land Use	AM Peak (7:45-8:45AM)			School PM Peak (3-4PM)			PM Peak (5-6PM) <sup>5</sup>		
	In	Out	Total	In	Out	Total	In	Out	Total
Future Capacity (680 Students)	232	232	464	154	160	314	24	46	70
Baseline Capacity (600 Students)	205	205	410	136	142	278	21	41	62
<b>Net Increase</b>	<b>27</b>	<b>27</b>	<b>54</b>	<b>18</b>	<b>18</b>	<b>36</b>	<b>3</b>	<b>5</b>	<b>8</b>

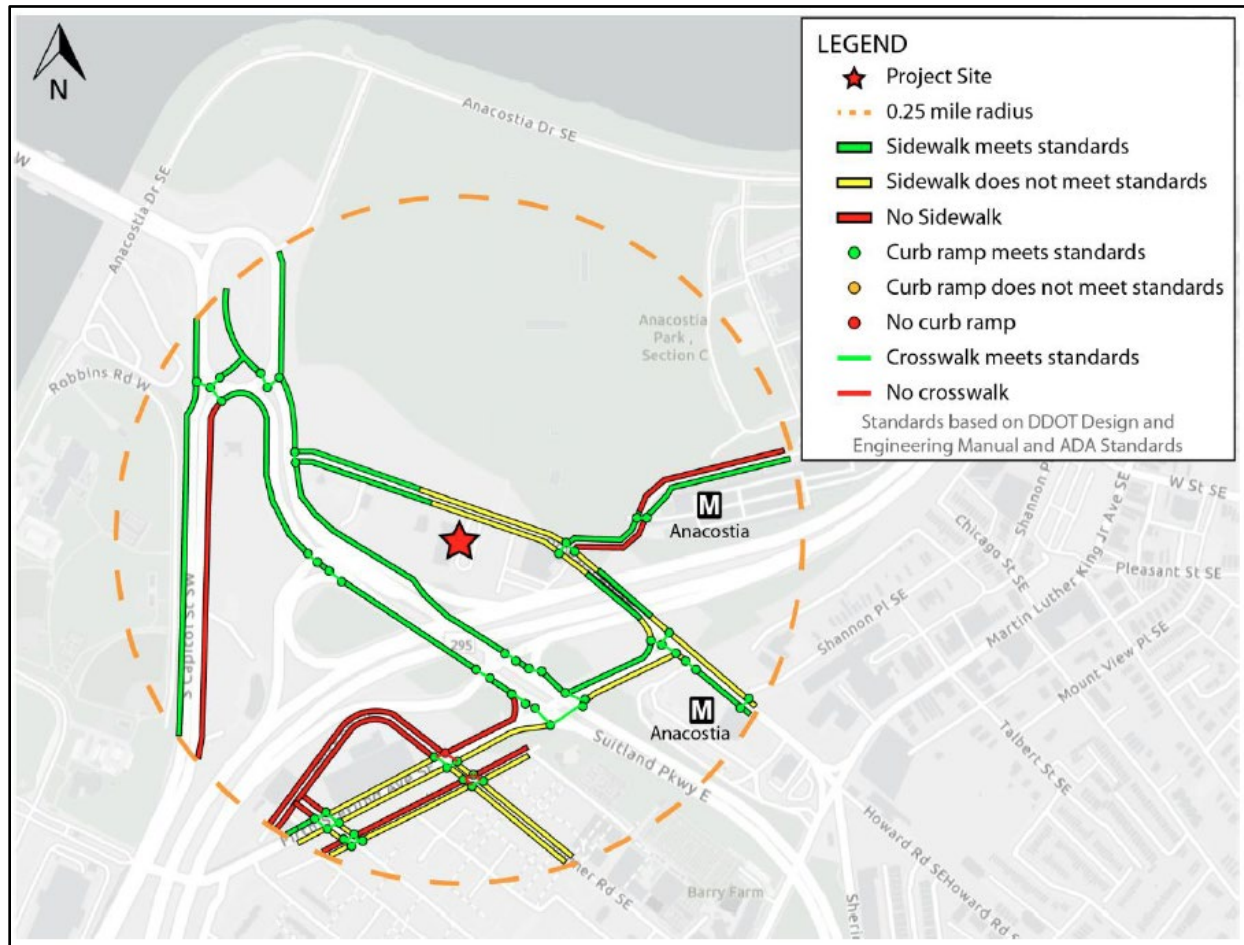
Source: Symmetra Design 2/14/25 CTR, Table 8

### **Pedestrian Network**

The District is committed to enhancing pedestrian accessibility by ensuring consistent investment in pedestrian infrastructure on the part of both the public and private sectors. DDOT expects new developments to serve the needs of all trips they generate, including pedestrian trips. Walking is expected to be an important mode of transportation for this development. DDOT expects the Applicant will reconstruct the public space along the frontage and upgrade any pedestrian facilities leading to transit stops and neighborhood services to current DDOT standards.

The CTR's inventory of existing pedestrian infrastructure, as shown in Figure 2 below, demonstrates that some sidewalks in the immediate vicinity of the site have appropriate widths and include accessible curb ramps. While there are several missing or substandard facilities in the broader area, the existing pedestrian network along major walking routes from the site to schools, attractions, and the Metrorail station is generally adequate. The Applicant will also upgrade the sidewalk on Howard Road along the site frontage to DDOT standards with an eight-foot sidewalk and landscaped buffer.



**Figure 2 | Existing Pedestrian Network**

Source: Symmetra Design 2/14/25 CTR, Figure 8

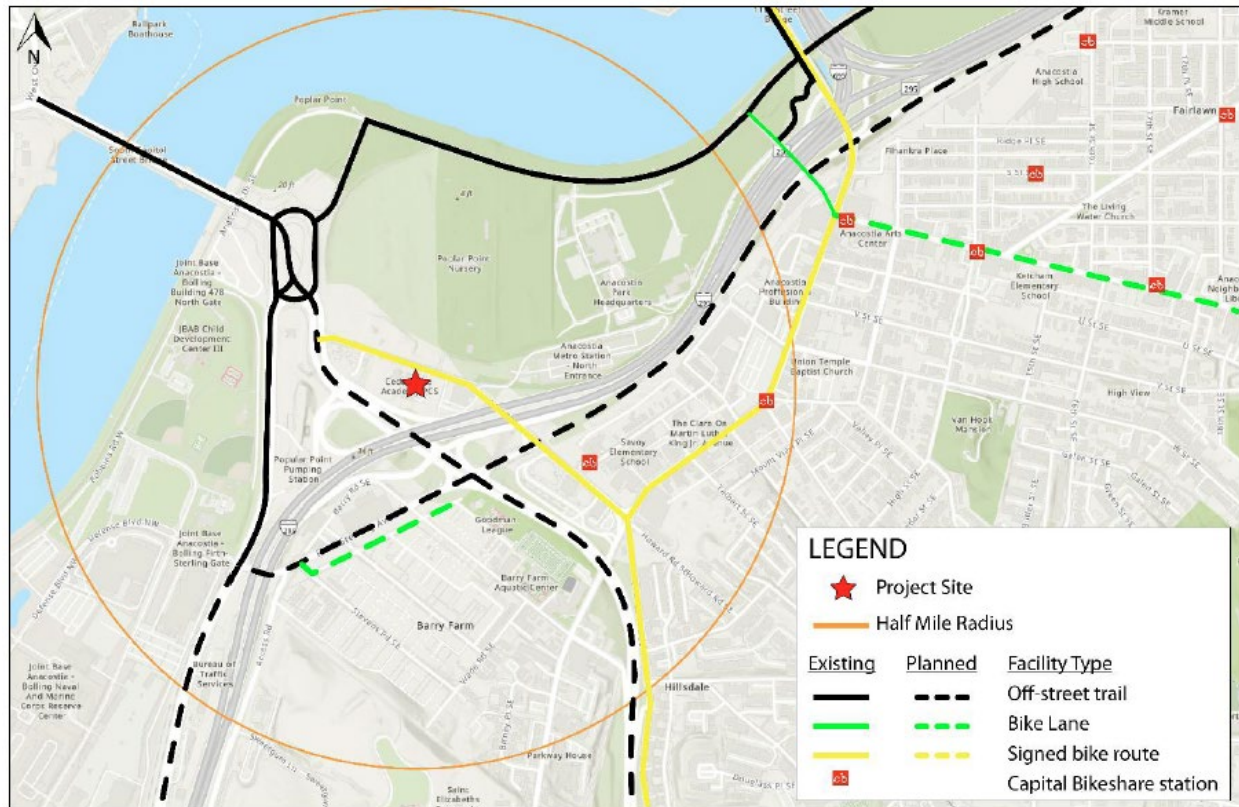
### **Bicycle Network**

The District is committed to enhancing bicycle accessibility by ensuring consistent investment in bicycle infrastructure on the part of both the public and private sectors. DDOT expects new developments to serve the needs of all trips they generate, including bicycling trips. Bicycling is expected to be an important mode of transportation for this development.

As shown below in Figure 3, there are several existing and planned bicycle facilities near the site. Currently, staff and students can reach the school site by bicycle from the South Capitol Street Trail, Suitland Parkway Trail, and Anacostia Riverwalk Trail via the signed bike route along Howard Road SE. In the future, the Shepherd Branch Trail, the southward expansion of the Suitland Parkway Trail, and the Firth Sterling Avenue SE protected bike lane will provide bicycle access to the school. The closest Capital Bikeshare station to the site is located at the southern entrance to the Anacostia Metrorail Station. Per ZC Order No. 22-39, the Bridge District developer is required to fund and install a 23-dock Capital Bikeshare station in a nearby location along Howard Road.



**Figure 3 | Existing Bicycle Facilities**



Source: Symmetra Design 2/14/25 CTR, Figure 10

### **Transit Service**

The District and Washington Metropolitan Area Transit Authority (WMATA) have partnered to provide extensive public transit service in the District of Columbia. DDOT's vision is to leverage this investment to increase the share of non-automotive travel modes so that economic development opportunities increase with minimal infrastructure investment.

The site is located less than ¼ mile from the Anacostia Metrorail station which is served by the Green Line. Trains serve this Metrorail station every 6 minutes on weekdays during the daytime, every 7.5 minutes on weekdays after 9:30 p.m., and every 8 minutes on weekends.

As shown in Figure 4 below, there are several bus stops near the site at the southern entrance to the Anacostia Metrorail station. These stops are served by Metrobus routes 90, A2, A4, A6, A7, A8, B2, P6, V2, W2, W3, W4, W5, W6, and W8, with peak bus headways on these routes ranging from 5 to 20 minutes.

**Figure 4 | Existing Transit Service**



Source: Symmetra Design 2/14/25 CTR, Figure 12

### **Curbside Management**

When a property redevelops, it is DDOT policy to reevaluate the existing curbside restrictions around the site frontages to ensure they align with the new land use(s) to occupy the property, as well as the surrounding neighborhood context.

The curbside restrictions along the school's Howard Road frontage allow 15-minute school pick-up/drop-off parking from 7:00 a.m. to 9:00 a.m. and 3:00 p.m. to 5:00 p.m. on school days, with no parking permitted at other times. As of February 2025, the frontage is designated as a no-parking zone due to construction associated with the Bridge District development at 632 Howard Road SE. The Applicant does not propose any changes to the site's curbside management at this time.

DDOT is generally supportive of this concept, however, a detailed curbside and signage plan must be submitted during public space permitting for review and approval by DDOT's Curbside Management Division (CMD). At that time, the plan may be refined by CMD, and the exact signage placards will be determined. If multi-space meters are required by CMD then they will be at the Applicant's expense.

### **Traffic Impact Analysis (TIA)**

DDOT aims to provide a safe and efficient roadway network that provides for the timely movement of people, goods, and services. As part of the evaluation of travel demand generated by the site, DDOT requests analysis of traffic conditions for the agreed upon study intersections for the current year and after the facility opens both with and without the site development or any transportation changes.

To determine the proposed development's impacts on the transportation network, the Applicant completed a Traffic Impact Analysis (TIA) as a component of the larger CTR which includes an extensive analysis of existing conditions (2024 Existing), future with no development (2027 Background) and future conditions with development (2027 Future) scenarios.

#### *Background Developments and Regional Growth*

DDOT required the CTR to account for future growth in traffic on the network or what is referred to as background growth. Background growth is made up of local traffic growth from approved but not constructed nearby land development projects and regional traffic growth further away from the site based on forecasts from MWCOC's regional travel demand model.

The Applicant coordinated with DDOT on the appropriate background developments to include in the analysis. Traffic from four (4) approved future developments was taken into account as background developments anticipated to be constructed and open by 2027. The Applicant also coordinated with DDOT on an appropriate method to account for regional growth. Annually compounding background regional growth rates of between 0.10% and 2% were assumed in the study area, differing based on roadway and peak hour.

DDOT also requires applicants to consider future changes to the roadway network. It was determined in coordination with DDOT staff that no major changes to the local transportation network are anticipated before 2027.

#### *Study Area and Data Collection*

The Applicant collaborated with DDOT to identify nine (9) existing intersections (including the site entrance) where detailed vehicle counts would be collected and a level of service analysis would be performed. These intersections are immediately adjacent to the site and include intersections radially outward from the site with the greatest potential to see impacts in vehicle delay. DDOT acknowledges that not all affected intersections are included in the study area and there will be intersections outside of the study area which would realize new trips. However, DDOT expects minimal to no increase in delay outside the study area as a result of the proposed action.

The Applicant collected weekday intersection traffic count data on Thursday, December 12, 2024, between 6:30 a.m. to 9:30 a.m. and 2:00 p.m. to 7:00 p.m. while Cedar Tree Academy, District of Columbia Public Schools and Congress were in session. These data collection windows account for the morning and afternoon commuter peak travel periods as well as the school's own peak travel period coinciding with dismissal.

#### *Trip Distribution and Assignment*

Trip distribution for site-generated trips was determined based on student zip code data. This zip code data was used to distribute vehicle trips throughout the study area intersections.

### *Results of Roadway Capacity Analysis*

The roadway capacity analysis provided in the CTR demonstrated that one (1) of the nine (9) study intersections meets DDOT's threshold for mitigation. During the morning peak hour, the southbound approach of the intersection of Suitland Parkway and Firth Sterling Avenue SE is at a LOS F in the Background scenario, and experiences a delay increase of more than 5% due to site-generated trips. In addition, the westbound through/right movement at this intersection has a 95<sup>th</sup> percentile queue length in the morning peak hour that exceeds storage length in the Background scenario and increases by more than 150 feet due to site-generated trips. In lieu of direct roadway improvements, DDOT and the Applicant have agreed to robust TDM and performance monitoring programs described in the next section.

### **Transportation Demand Management (TDM) and Performance Monitoring Plan (PMP)**

As part of all land development cases, DDOT requires Applicants to develop 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.

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 school expansion. A PMP 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 PMP establishes thresholds for new trips an action can generate, defines post-completion evaluation criteria and methodology, and establishes potential remediating measures.

The Applicant proposed a TDM Plan and a PMP in the February 14, 2025, revised CTR, which are included with this report as Attachment 1. DDOT finds the TDM Plan and PMP sufficiently robust to encourage alternatives to auto travel, mitigate the identified traffic impacts, and evaluate potential future impacts.

### **ATTACHMENTS**

- 1) Proposed TDM Plan and PMP, Symmetra Design, February 14, 2025

## TRANSPORTATION DEMAND MANAGEMENT

This following section outlines TDM measures currently employed by the school:

- The school is in compliance with the DC Commuter Benefits Law to participate in at least one of the three transportation benefits outlined in the law (employee-paid pre-tax benefit, employer-paid direct benefit, or shuttle service), as well as any other commuter benefits related laws that may be implemented in the future. The Transportation Coordinator will maintain records to establish compliance with the requirements.
- The school currently offers a SmartTrip card with \$100 per month per employee to subsidize the use of transit.
- Comprehensive bicycle/walking program (showers, bike racks, lockers, financial incentives)
  - Provide at least 40 short-term bicycle parking spaces.
  - Provide at least four showers and eight lockers for use by employees
  - Long-term bicycle storage room will accommodate eleven bicycles. There will be no fee to the employees for usage of the bicycle storage room.

The following section outlines additional TDM measures proposed by the school:

- Prior to the issuance of a building permit, Transportation Coordinators will be identified for the planning, construction, and operations phases of development. The Transportation Coordinators will act as points of contact with DDOT, goDCgo, and Zoning Enforcement and will provide their contact information to goDCgo.
- Transportation Coordinator will conduct an annual commuter survey of employees on-site and parents, and report TDM activities and data collection efforts to goDCgo once per year.
- Check in with goDCgo's School Services Team halfway through the year to track progress.
- Transportation Coordinator(s) will develop, distribute, and market various transportation alternatives and options to the employees and families, including promoting transportation events (i.e., Bike to Work Day, National Walking Day, Car Free Day) on property website and in any internal building newsletters or communications.
- Transportation Coordinator(s) will receive TDM training from goDCgo prior to the issuance of a building permit to learn about the transportation conditions for this project and available options for implementing the TDM Plan.
- The school will comply with the Parking Cash-Out Law. Transportation Coordinator will report to goDCgo every two years detailing how the school is complying with the law or if an exemption applies.
- Transportation Coordinator will implement a carpooling system a least one month before the first day of school such that individuals working in the building who wish to carpool can easily locate other employees who live nearby.
- Facilitate car/vanpool formation meetings and ride matching.
- Sign up for and promote SchoolPool, a ride matching platform for students and families
- Promote the Carpool Now App and Commuter Connections' ride matching platform annually.



- Designate a minimum of two preferential carpooling spaces in a convenient location within the parking lot for employee use prior to issuance of a certificate of occupancy.
- Provide links to CommuterConnections.com and goDCgo.com on school website prior to issuance of a certificate of occupancy.
- Comprehensive bicycle/walking program (showers, bike racks, lockers, financial incentives)
  - Work with WABA's bicycle and pedestrian education program for charter schools to schedule bicycle safety course for staff and students annually.
  - Promote WABA bicycling classes to staff annually.
  - Participate in the annual Capital Bikeshare corporate membership by offering it to employees who bike to school at least once a week
  - Provide one (1) complimentary Capital Bikeshare coupon good for a free ride to each new employee.
- Send out reminders for Commuter Benefits Open Enrollment
- Promote commuter benefits and other sustainable transportation programs to new and existing hires annually.
- Host a tabling event with goDCgo to sign staff up for commuter benefits within the first month of each school year.
- Provide information on nearby transportation options on the school's website prior to certificate of occupancy.
- Work with DDOT and WMATA to distribute Kids Ride Free SmarTrip cards to students annually.

## PERFORMANCE MONITORING PLAN

This following section outlines the proposed performance monitoring plan:

Cedar Tree Academy shall conduct counts and provide a monitoring report to DDOT's Policy, Planning, and Sustainability Administration twice per year (fall and spring semesters, not to coincide within a week before or after any extended school breaks) for two years beginning in the Fall 2027 semester and again when the school reaches the proposed cap of 680 students.

- Trip generation counts and queuing shall be observed from 7:30AM – 9:00AM and 2:30PM – 4:30PM.
- Vehicle trip generation shall include all vehicle trips to the site, including vehicles traveling to the site but not entering the driveway.
- The number of trips in the AM peak hour must not exceed 464 total trips, and the number of trips in the PM peak hour must not exceed 314 total trips.
- If site trips exceeds the vehicle trip generation count, Cedar Tree Academy shall employ additional Transportation Demand Management measures and continue monitoring twice per year for two years for a total of four successful monitoring reports.