City of Edina Policy

☐City Council
☒City-Wide
☐Department

Approved: 4/20/2021
Revised: Click here to enter a date.

Travel Demand Management Policy

Purpose

As stated in the Transportation Chapter of the 2018 Comprehensive Plan, the primary emphasis of travel demand management (TDM) is to reduce the number of vehicular trips on congested roadways during peak travel times. Strategies that promote TDM may include pedestrian and bicycle infrastructure, utilization of transit service, car/vanpooling, shared mobility and telecommuting. This policy will require developers to demonstrate that new projects are designed in ways that support TDM.

Definitions

1. **Gross floor area (GFA)** – the sum of the horizontal areas of all the floors of a building as defined in Section 36-10 of the City's Zoning Code.
2. **Level of Service (LOS)** – a qualitative measure of traffic operations related to the amount of average delay experienced by motorists, expressed in letter grades where A represents little-to-no delay and F represents excessive delays.
3. **Single-occupancy vehicle (SOV)** – a privately operated motor vehicle whose only occupant is the driver.
4. **Traffic impact study (TIS)** – a document that addresses the anticipated traffic impacts of a development/redevelopment and recommends mitigation options to eliminate or reduce negative impacts.
5. **Volume-to-capacity (v/c) ratio** – the number of vehicles traveling through an intersection or roadway segment in a specific amount of time divided by the expected capacity of the intersection or roadway. A roadway is typically considered to be congested when the V/C ratio is 0.8 or higher.

Applicability

The City of Edina currently requires developers proposing projects with the potential for significant traffic impacts to submit a traffic impact study (TIS) prepared by a qualified traffic consultant as part of the plan review and approval process. The thresholds currently in place to require such a study are projects that:

- Increase existing site density (in terms of residential units or building square footage);
- Require a parking stall variance;
- Require rezoning or a Comprehensive Plan amendment; or
- Are adjacent to an intersection operating at Level of Service (LOS) D or along a roadway operating at a volume-to-capacity (v/c) ratio of 0.8 or higher.

As part of the traffic impact study, the City will require developers to submit a TDM plan. Recognizing development size and land use type directly affect automobile traffic congestion, the City has established two levels of TDM plan applicability:

1. A Tier 1 TDM plan is required for developments/redevelopments which meet any of the following criteria:
    a. 50 or more residential units;
    b. 100 or more automobile parking stalls required by City Code;
    c. Flexibility sought from parking required by City Code; or
    d. Other development/redevelopment as required by Council condition.
2. A Tier 2 TDM plan is required for developments/redevelopments which meet any of the following criteria (provided a Tier 1 TDM program is not required):
    a. Over 5,000 square feet of gross floor area;
    b. 10 or more residential units;
    c. 20 or more automobile parking stalls required by City Code; or
    d. Other development/redevelopment as required by Council condition.

TDM Plan Requirements

1. A Tier 1 TDM Plan shall include:
    a. Strategies, implementation measures and timeline. A minimum of five (5) unique strategies must be identified for implementation.
    b. Anticipated single-occupancy vehicle (SOV) trip reduction.
    c. Goals, including peak and total SOV trip reduction goals.
    d. Evaluation measures and process to track implementation and determine the effectiveness of the TDM strategies and progress toward achieving the SOV trip reduction goals.
    e. Proposed total expenditures to implement the TDM strategies.
2. A Tier 2 TDM Plan shall include:
    a. Strategies, implementation measures and timeline. A minimum of three (3) unique strategies must be identified for implementation.
    b. Proposed total expenditures to implement the TDM strategies.

The TDM measures may include, but are not limited to; on-site transit facilities, preferential location for managed carpool and vanpool parking, telework, on-site bicycle, scooter and pedestrian facilities and financial incentives. Measures that are otherwise required by City Code shall not count towards a project's required TDM strategies (e.g., minimum bicycle parking, pedestrian and bicycle facilities identified in comprehensive plans).

Administration

The TDM plan must be approved by the City Engineer or the Engineer's designee prior to granting a building permit. Prior to obtaining a Certificate of Occupancy, the building owner must demonstrate that all structural components of the approved TDM plan have been implemented (e.g., pedestrian/bicycle infrastructure, carpool priority parking stalls, shared mobility infrastructure, etc.).

The City Engineer, or the Engineer's designee will administer Tier 1 and Tier 2 TDM Plans, including, but not limited to:

1. Reviewing and approving of TDM plans.
2. Maintaining files for approved TDM plans.
3. Recommending approval for Certificates of Occupancy.
4. Approving any amendments after the TDM plan has been approved.