

Transportation Demand Management (TDM) Guidelines

Burlington's Comprehensive Development Ordinance contains TDM standards for developments of a certain size and scope as noted in Sec. 8.1.16. The TDM standards contain four primary pieces:

- Outreach and Education
- TDM Strategies
- Parking Management
- TDM Agreement

Note that affordable housing projects with at least 75% of dwelling units meeting the affordability criteria of Inclusionary Housing only need to implement outreach and education and enter into a TDM agreement.

Projects creating 5 to 9 dwelling units only need to unbundle the cost of parking from leases or deeds (under Parking Management below).

Projects including on- or off-site parking have annual reporting requirements for at least 7 years following project completion. Residents, employees, and future owners of a property must be notified in writing of the TDM plan and its requirements.

For projects that were issued zoning permits under the TDM requirements in effect prior to January 31, 2023, an administrative permit amendment may be requested to align the permit with the current TDM requirements.

Outreach and Education

- Outreach and education is intended to make employees and/or residents aware of available TDM strategies and how to utilize them.
- A Transportation Coordinator must be designated.
 - This is someone who oversees and administers educational and outreach efforts with employees and/or residents of a particular development. The coordinator is also responsible for ongoing record-keeping related to TDM activities offered and rates of participation. The individual may be a resident, employee, or staff of a local Transportation Management Association (such as CATMA).

TDM Strategies

- Every project needs to comply with applicable bike parking standards.
- In addition to bike parking standards, projects requiring TDM Strategies must select at least two of the following strategies for implementation:
 - Maintain an ongoing and active membership in a transportation management association. Contact CATMA directly to discuss this strategy which includes TDM program develop, suite of TDM services, discounted

GMT passes, annual survey, tracking and reporting. www.catmavt.org | sandy@catmavt.org

- Provide Green Mountain Transit passes to all residents and employees at a minimum discount of 50%. Contact GMT directly to discuss this strategy. www.ridegmt.com | jamie@ridegmt.com
- Provide free car share memberships to all residents and employees. Contact CarShare Vermont directly to discuss this strategy. www.carsharevt.org | annie@carsharevt.org
- Provide free bike share memberships to all residents and employees.
- If not already provided through a transportation management association membership, provide all residents and employees with a shuttle service, guaranteed ride home program, or a ride to a nearby transit center.

Parking Management (only applicable where parking is made available for a development)

- Annual studies of parking utilization for a particular development are required. These are intended to show actual parking demand and how the TDM plan affects that demand over time.
- Except for inclusionary housing units (i.e. permanently affordable), the cost of parking must be un-bundled from all residential and non-residential leases and deeds. Parking shall be made available at market rate.
- Priority parking spaces are required for bikes, scooters, and motorcycles. Priority parking spaces are also required for ADA accessible spaces and car share vehicles. Provision of car share spaces is dependent on an agreement with a car share provider. Carpool spaces may be required for non-residential uses.

TDM Agreement

- Applicants for all developments needing a TDM Plan are provided with a TDM Agreement form for review and signature that outlines and acknowledges the city's TDM standards.
- Annual reports shall be filed with the Zoning Division of the Department of Permitting & Inspections that address:
 - TDM measures offered & rates of participation
 - How the TDM strategies are being implemented
 - Rates of parking utilization (for developments containing parking)
- Failure to maintain the TDM plan for at least 10 years is a zoning violation.

Still have questions? Contact the Zoning Division at 802-865-7188 or check for individual contact information on the personnel page:
www.burlingtonvt.gov/DPI/Personnel