



# City of Seattle

Jenny Durkan, Mayor

## Department of Transportation

Goran Sparrman, Interim Director

### MEMORANDUM

**Date:** ~~May 1~~**April 12, 2018**

**To:** **Swedish Cherry Hill Standing Advisory Committee**

**From:** **Ann Sutphin, Transportation Options Lead, Transit & Mobility Division**

**Subject:** **Transportation Management Plan status**

What is the Transportation Management Program (TMP)?

- It is part of the approved Major Institution Master Plan and has specific goals and program elements meant to reduce the amount of employees who drive alone to work. This measurement of type of commuting is known as the single-occupancy vehicle (SOV) commute rate.

What goals are set in the TMP?

- No Master Use Permits (MUP) allowed until a 50% SOV rate is achieved.
- The goal will continue to be reduced by 2% every two years to achieve a 32% SOV rate by 2034.

How is progress reviewed and monitored?

- An annual report is submitted to Seattle Department of Construction and Inspections (SDCI). This report is also reviewed by SDOT and DON staff. The SAC receives this report, as well.
- The SOV rate is measured every two years by a commute survey of all employees who work at the campus. The specifics are defined in the MIMP document. The survey instrument used is the Washington State Commute Trip Reduction (CTR) survey. [Seattle's CTR survey program guidelines are found on Commute Seattle's webpage found here. Commute Seattle is contracted by SDOT to assist employers and property manager with conducting a CTR survey.](#)
- Additionally, in 2014, a multi-stakeholder committee was set up to advise on implementation of the TMP. This group is known as the Integrated Transportation

Board (ITB). Currently, this group meet~~ing~~s quarterly and includes campus employers, parking operator, commute program service providers, community representatives, and public agency representatives (SDOT, SDCI and King County Transit).

What is the current status?

- SDCI and SDOT independently reviewed the 2017 survey and determined that current goal of 50% was met. The Fall survey results showed a 47.9% SOV rate.
- SDOT staff answered emailed questions after the ~~November last~~ SAC meet~~ing~~ on these results. An email with additional information was sent to all SAC members on December 1, 2017 regarding the commute survey and providing detailed results. Also, a PDR request was filed with SDOT, SDCI and DON requesting information about the commute survey. Information was provided by each department to the requester.
- The next ~~IBTITB~~ meeting is scheduled for June 13<sup>th</sup>. The next commute survey will be in Fall 2019.

For questions or additional information, contact:

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