			Project Type		Day	Care	
			Students	≤12	13-24	25-64	≥65
			Approx. Daily Veh Trips (Day Care Center )	<50	50-100	101-265	≥266
		.1	Approx. PM Peak Hour Veh Trips (Day Care Center)	<10	10-19	20-50	≥51
VMT A	nalysis Re	equired <sup>1</sup>	VTA Tool  Local Transportation Analysis (LTA) Type	Summary	Focused	Standard	√ Expanded
Basic LTA Elements			Trip Generation	Summary √	rocused √	Standard √	
			Project Trip Distribution & Assignment	<b>√</b>	√	<b>√</b>	<u>√</u>
			Parking Summary	✓	✓	✓	✓
sis	દ	ized	Locations on Arterials or Collectors that Provide				
Analysi	ctior	Unsignalized	Access to the Site and Other Locations		✓	✓	✓
trol /	terse	Uns	Identified by City Traffic Engineer				
Contro	Study Intersections	zed	Within 0.5 miles		✓	√	✓
tion	Stuc	Signalized	Within 1 mile			✓	✓
LOS/Intersection Control Analysis		1	Beyond 1 mile with ≥10 trips/lane/peak hour		,	,	<b>√</b>
		Scenarios	Existing & Existing + Project  Near-Term & Near-Term+Project		✓	√ √	<u>√</u>
Š	,	Scer	Future 2040 & Future 2040 + Project			V	✓
			Site Access & On-Site Circulation	✓	✓	✓	✓
			Pedestrian Site Access Analysis	✓	✓	✓	✓
C	Operation	al	Bike Site Access Analysis	✓	✓	✓	✓
	Study Elements	s	Student Drop-Off/Pick-Up Analysis and Parking Operations Showing Signage and Staff Operations		✓	✓	✓
	within		Transit Connectivity		√	✓	√
	LTA		On-Street Parking Occupancy Study <sup>2</sup>		✓	✓	✓
			Left / Right Turn Queue Analysis			√	<b>√</b>
			Neighborhood Traffic Intrusion Analysis	<b>√</b>	<b>√</b>	√ √	√ √
		age	Sidewalk, Curb & Gutter Replacement  Landscape and Streetlighting	√ √	√ √	√ √	✓
nts		Frontage	Curb Ramps/X-walks	√ √	<b>√</b>	<b>√</b>	✓
te Improvements	ļ '	_	Full Street Microsurface			<b>√</b>	<b>√</b>
pro		nts	Pedestrian Access Improvements ≤ 0.5 miles <sup>4</sup>		✓	✓	✓
E E		/ements`	Pedestrian Access Improvements ≤ 0.75 miles <sup>4</sup>			✓	✓
		yor	Pedestrian Access Improvements ≤ 1 miles <sup>4</sup> Sidewalk Gap Closure to Nearest Transit Stop and				✓
o pa.		<u> </u>	Recreational/Civic/Institutional Uses ≤ 0.25 miles			✓	✓
Required Off-Si	Route Serving Improv		Other Complete Street Improvements for			<b>√</b>	<b>√</b>
			Bike/Pedestrian Access ≤ 0.25 miles <sup>5</sup> Other Complete Street Improvements for			·	
			Bike/Pedestrian Access ≤ 0.5 miles <sup>5</sup>				✓
	Required Elements		TDM Coordinator & Annual Monitoring				✓
			On-Site Bicycle Repair Station	/	,	/	<b>√</b>
			On-Site Bicycle Parking <sup>b</sup> On-Site Kiosk or Online Portal with Multimodal Wayfinding	√ ,	√	√	<b>√</b>
			Information and Transit Information	<b>√</b>	✓	<b>√</b>	<b>√</b>
			Minimum TDM Points Required	1	2	3	5
		± ₹	< 0.5 miles to a major transit stop				
		Proximity to Transit*	(2 routes at 15-min headway)[3]				
		Pro to T	< 0.5 miles to a local transit stop with headways of 30 min or less [0.5]				
			Implement New or Enhanced Pedestrian and				
		Community Complete Streets	Bicycle Facilities per Complete Streets Master Plan				
		Com	( ≤1 mile from site) [3]  Bus Shelter [0.5]				
			Provide Active Transportation Subsidies or Other Incentives				
		_	to Employees who Walk or Bike to Work [1]				
	_	Carpool/ Vanpool Programs	Provide Preferential Parking for Carpool/Vanpool Vehicles' [0.5]				
nts	oints	ool/ Vanp Programs	Provide Employees and Parents with Carpool/Vanpool				
eme	Σ	pool, Prog	Matching Services [0.5]				
quir	<u>σ</u> ] ε	Carl	Provide Financial Incentives for Employees and/or Family (Student) Carpool Groups [1]				
TDM Plan Requirements	Menu of Optional TDM Stategies [TDM Points]		Provide VTA SmartPass (or a Comparable Program)				
V Pla	Stat		Membership to All Employees for the First 10 Years Following Project Completion [3]				
Ē	TDM	y.	Provide Caltrain Go Pass (or a Comparable Program)				
	onal	Transit Programs*	Membership to All Employees for the First 10 Years Following Project Completion [2]				
	Optic	rogr	Offer Discounted VTA & Caltrain Transit Pass to Employees				
	do u	sit P	for the first 10 years Following Project Completion [2]				
	Men	Tran	Offer Pre-Tax Transportation Benefits to Employees [1]  Fund Communitywide Shuttle Program				
			or other TDM measure <sup>8</sup> \$200,000 [4]				
			Fund Communitywide Shuttle Program				
		70 -	or other TDM measure <sup>8</sup> \$100,000 [2]  Guarantee Employees a Ride (or reimbursement for the cost				
		ome am	of a ride) to Their Home (and/or to other locations) in the				
		Guaranteed Ride Home Program	Event of an Emergency [0.5]				
		_					
		/uoi	Distribution of Transit, Wayfinding and Other Multi-modal Informational Materials to New Employees upon Hire and				
		TDM Communication/ Education	Annually to All Employees and Families (Students) [0.5]				
		TDM munica	Incorporate Bicycle and Walking Education into Curriculum to Promote Health and Environmental Benefits of Walking and				
			Promote Health and Environmental Benefits of Carallian and Environmental Benefits of C				

<sup>\*</sup>Only one option/point value can be used for this category.

<sup>&</sup>lt;sup>1</sup> Day care centers also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT Policy (e.g. map-based and existing-use screening). Day care projects that are not screened out will be evaluated using the same methodology and threshold of significance as office uses.

<sup>&</sup>lt;sup>2</sup> Parking Occupancy Study will be required if the project proposes student drop-off/pick-up operations within the public right-of-way.

<sup>&</sup>lt;sup>3</sup> Funding responsibility to be based on project's fair share.

<sup>&</sup>lt;sup>4</sup> Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos *Complete Streets Master Plan*.

<sup>&</sup>lt;sup>5</sup> Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos *Complete Streets Master* 

<sup>&</sup>lt;sup>6</sup> As recommended in the most recent VTA *Bicycle Technical Guidelines* .

<sup>&</sup>lt;sup>7</sup> Per the *California Green Building Standards Code,* Table A5.106.5.1.

<sup>8</sup> One-time payment towards Communitywide Shuttle Service will be subject to an agreement between the City and developer.

DRAFT

			Project Type  Gross Floor Area (square feet)	<1,500	Entertain 1,500-2,499	ment Venue 2 500-24 999	≥25,000
			Approx. Daily Veh Trips (Drinking Place )	<b>&lt;1,500</b> ≤85	<b>1,500-2,499</b> 85-142	<b>2,500-24,999</b> 142-1,420	≥25,000 ≥1,420
			Approx. PM Peak Hour Veh Trips (Drinking Place)	≤17	17-28	27-160	>284
MT A	nalysis Re	equired <sup>1</sup>	VTA Tool				✓
	Basic	-	Local Transportation Analysis (LTA) Type	Focused	Standard	Expanded	Expanded
Basic LTA Elements			Trip Generation  Project Trip Distribution & Assignment	√ √	√ √	√ √	√ √
	Element	s _	Parking Summary	<b>√</b>	<b>√</b>	√ ✓	<b>√</b>
sis	SI	ized	Locations on Arterials or Collectors that Provide				
LOS/Intersection Control Analysis	ction	ignali	Access to the Site and Other Locations	✓	✓	✓	✓
	terse	Uns	Identified by City Traffic Engineer				
	Study Intersections	ized	Within 0.5 miles	✓	✓	√	✓
	Stu	Signalized Unsignalized	Within 1 mile		<b>√</b>	√	/
			Beyond 1 mile with ≥10 trips/lane/peak hour  Existing & Existing + Project	<b>√</b>	<b>√</b>	√ √	√ √
	•	scenarios	Near-Term & Near-Term+Project	•	√	√	
2		Sce	Future 2040 & Future 2040 + Project			√	✓
		-	Site Access & On-Site Circulation	<b>√</b>	<b>√</b>	√ .	<b>√</b>
O	peration Study	al	Pedestrian Site Access Bike Site Access	√ √	√ √	√ √	√ √
	Element	s	Transit Connectivity	✓	√	√ -	✓
	within LTA		On-Street Parking Occupancy Study		<b>√</b>	✓	✓
	LIA	-	Left / Right Turn Queue Analysis		<b>√</b>	✓	✓
			Neighborhood Traffic Intrusion Analysis Sidewalk, Curb & Gutter Replacement	<b>√</b>	√ √	√ √	√ √
S.		age	Landscape and Streetlighting	<b>√</b>	✓ ✓	√ √	✓
ment		Frontage	Curb Ramps/X-walks	✓	· ✓	√	✓
rove			Full Street Microsurface		<b>√</b>	<b>√</b>	✓
d d d		-	Pedestrian Crossing Improvements ≤ 0.5 miles <sup>3</sup>		✓	√	<b>√</b>
f-Site	g u	nts²	Pedestrian Crossing Improvements ≤ 1 mile <sup>3</sup> Sidewalk Gap Closure to Nearest Transit Stop and			√	<b>√</b>
д О	Route Serving	Improvements <sup>2</sup>	Commercial/Civic/Institutional Uses ≤ 0.25 miles			✓	✓
Required Off-Site Improvements	oute	prov	Other Complete Street Improvements for			✓	✓
æ	œ	<u>=</u>	Bike/Pedestrian Access ≤ 0.25 miles <sup>4</sup> Other Complete Street Improvements for				,
			Bike/Pedestrian Access ≤ 0.5 miles <sup>4</sup>				✓
	ts o		TDM Coordinator & Annual Monitoring On-Site Bicycle Repair Station	<b>√</b>	<b>√</b>	√ √	√ √
	Required	Elements	On-Site Bicycle Parking <sup>5</sup>	<b>√</b>	√ √	<b>√</b>	<b>√</b>
	Š	Ele	On-Site Kiosk or Online Portal with Multimodal Wayfinding	<b>√</b>	<b>√</b>	✓	<b>√</b>
			Information and Transit Information		_	_	
			Minimum TDM Points Required	1	2	5	8
		nity nsit*	< 0.5 miles to a major transit stop (2 routes at 15-min headway)[3]				
		Proximity to Transit*	< 0.5 miles to a local transit route with				
			headways of 30 min or less [0.5]				
		ty reets ents	Implement New or Enhanced Pedestrian and Bicycle Facilities per Complete Streets Master Plan				
		Community Complete Streets Improvements	(≤1 mile from site) [3]				
		Comi mple	On-Site Ride Share Station with Amenities [1]  Bus Shelter [0.5]				
		S =	TNC Curb Management [0.5]				
		uo	Provide Free Bicycle Share to On-Site Employees [1]				
		Active Transportation	Secured Bicycle Cage with E-Bike Charging Facilities [1]  Showers, Lockers and Changing Rooms <sup>6</sup> [1]				
		Active	<0.5 miles from Bicycle Share Hub [0.5]				
		Tra	Provide Active Transportation Subsidies or Other Incentives to Employees who Walk or Bike to Work [1]				
			Provide Preferential Parking for Carpool/Vanpool Vehicles <sup>7</sup>				
ıts	ints]	pood	[0.5] Provide Employees with Carpool/Vanpool Matching Services				
TDM Plan Requirements	M Pc	ool/ Vanp Programs	[0.5]				
adnir	S [TD	Carpool/ Vanpool Programs	Provide Financial Incentives for Employee Carpool Groups [1]				
an Re	Menu of Optional TDM Stategies [TDM Points]	Car	Partner with Carpool Apps (e.g. Waze Carpool, Scoop)				
Z	/ Star		to Subsidize Shared Ride Trips [1]				
2	TD	Car Share*	Provide Private Car Share Program or Membership to Public Car Share Program for On-Site Employees [0.5]				
	iona	- R	<0.5 miles from a Car Share Hub [0.5]				
	fopt		Provide VTA SmartPass (or a Comparable Program)  Membership to All Employees for the First 10 Years				
	o nua		Following Project Completion [3]				
	ž		Provide Caltrain Go Pass (or a Comparable Program)  Membership to All Employees for the First 10 Years				
		ms*	Following Project Completion [2]				
		ograi	Offer Discounted VTA & Caltrain Transit Pass to Employees				
		Transit Programs*	for the first 10 years Following Project Completion [2]  Offer Pre-Tax Transportation Benefits [1]				
		Frans	Fund Communitywide Shuttle Program				
			or other TDM measure <sup>8</sup> \$200,000 [4] Fund Communitywide Shuttle Program				
			or other TDM measure \$100,000 [2]				
			On-Site Shuttle Program with				
		0 -	Regular or On-Demand Service [2]  Guarantee Employees a Ride (or reimbursement for the cost				
		Guaranteed Ride Home Program	of a ride) to Their Home (and/or to other locations) in the				
		iuarantee Ride Hom Program	Event of an Emergency [0.5]				
		_					
		Ç.	Distribution of Transit, Wayfinding and Other Multi-modall				
		TDM nformation	Distribution of Transit, Wayfinding and Other Multi-modal Informational Materials to New Employees upon Hire and Annually to All Employees [0.5]				

<sup>\*</sup>Only one option/point value can be used for this category.

<sup>&</sup>lt;sup>1</sup> Entertainment venue projects also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT Policy (e.g. map-based and existing-use screening). Entertainment venue projects that are not screened out will be evaluated using the same methodology and threshold of significance as office

<sup>&</sup>lt;sup>2</sup> Funding responsibility to be based on project's fair share.

<sup>&</sup>lt;sup>3</sup> Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos *Complete Streets Master Plan*. <sup>4</sup> Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos *Complete Streets Master* 

<sup>&</sup>lt;sup>5</sup> As recommended in the most recent VTA *Bicycle Technical Guidelines* . <sup>6</sup> Per the *California Green Building Standards Code,* Table A5.106.4.3.

<sup>&</sup>lt;sup>7</sup> Per the *California Green Building Standards Code,* Table A5.106.5.1. <sup>8</sup> Subject to an agreement between the City and developer.

			Project Type  Gross Floor Area (square feet)  Approx. Daily Veh Trips (Medical/Dental Office)	< <b>3,000</b> ≤104	3,000-6,999 104-244	≥ <b>7,000</b> ≥244
NAT A	alveie Pe	auirod <sup>1</sup>	Approx. PM Peak Hour Veh Trips (Medical/Dental Office)	≤10 ✓	10-24 ✓	≥24
/MT Analysis Required <sup>1</sup> Basic			Local Transportation Analysis (LTA) Type		Standard	Expanded
LTA		TA Trip Generation		✓	✓	✓
- 1	Element	s	Project Trip Distribution & Assignment Parking Summary	<u>√</u>	√ √	<u>√</u>
l Analysis	Study Intersections	Unsignalized	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer	√	√	✓
ontro	Inter		Within 0.5 miles	<b>√</b>	<b>√</b>	<b>√</b>
Ö	tudy	Signalized	Within 0.5 miles Within 1 mile		√ √	✓
LOS/Intersection Control Analysis			Beyond 1 mile with ≥10 trips/lane/peak hour			√
		scenarios	Existing & Existing + Project	✓	√	<b>√</b>
ros		Scen	Near-Term & Near-Term+Project Future 2040 & Future 2040 + Project		<b>√</b>	<u>√</u>
			Site Access & On-Site Circulation	✓	<b>√</b>	✓
0	peration Study	al	Pedestrian Site Access	<b>√</b>	<b>√</b>	<b>√</b>
ı	Element	s	Bike Site Access  Transit Connectivity	<u>√</u>	√ √	<u>√</u>
	within LTA		Left / Right Turn Queue Analysis		√	√
			Neighborhood Traffic Intrusion Analysis	,	√	<b>√</b>
		age	Sidewalk, Curb & Gutter Replacement  Landscape and Streetlighting	√ √	√ √	√ √
ents		Frontage	Curb Ramps/X-walks	✓	√	✓
ovem			Full Street Microsurface		<b>√</b>	√
Required Off-Site Improvements		Route Serving Improvements	Pedestrian Crossing Improvements ≤ 0.5 miles <sup>3</sup> Pedestrian Crossing Improvements ≤ 0.75 miles <sup>3</sup>	✓	√ √	√ √
Site		over	Pedestrian Crossing Improvements ≤ 0.75 miles  Pedestrian Crossing Improvements ≤ 1 mile <sup>3</sup>		v	√ √
-HOE		mpr.	Sidewalk Gap Closure to Nearest Transit Stop and		<b>√</b>	<b>√</b>
uire		S S	Commercial/Civic/Institutional Uses ≤ 0.25 miles  Other Complete Street Improvements for			
Red		e Sen	Bike/Pedestrian Access ≤ 0.25 miles <sup>4</sup>		<b>√</b>	<b>√</b>
		Rout	Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles <sup>4</sup>			✓
			TDM Coordinator & Annual Monitoring			√
	uired	nents	On-Site Bicycle Repair Station On-Site Bicycle Parking <sup>5</sup>	<b>√</b>	<b>√</b>	√ √
	Req	Elemen	On-Site Kiosk or Online Portal with Multimodal Wayfinding		<b>√</b>	
			Information and Transit Information	<u> </u>	·	•
			Minimum TDM Points Required	2	4	6
		nity nsit*	< 0.5 miles to a major transit stop (2 routes at 15-min headway)[3]			
		Proximity to Transit*	< 0.5 miles to a local transit stop with			
			headways of 30 min or less [0.5] <0.25 miles from a Shopping Center			
		y to I Use	with ≥ 3 Tenants, or 3 Separate Retail/			
		Proximity to Commercial Uses*	Restaurant/Service/Recreational Uses [1] <0.5 miles from a Shopping Center			
		Pro	with ≥ 3 Tenants, or 3 Separate Retail/			
			Restaurant/Service/Recreational Uses [0.5] Implement New or Enhanced Pedestrian and			
		Community Complete Streets Improvements	Bicycle Facilities per Complete Streets Master Plan			
		Community omplete Street	( ≤1 mile from site) [3]  On-Site Ride Share Station with Amenities [1]			
		Con	Bus Shelter [0.5]			
		3 -	TNC Curb Management [0.5]			
		tion	Provide Free Bicycle Share to On-Site Employees [1] Secured Bicycle Cage with E-Bike Charging Facilities [1]			
		Active	Showers, Lockers and Changing Rooms <sup>6</sup> [1]			
ts	ints]	Active Transportation	< 0.5 miles from Bicycle Share Hub [0.5] Provide Active Transportation Subsidies or Other Incentives			
TDM Plan Requirements	Menu of Optional TDM Stategies [TDM Points]	_	to Employees who Walk or Bike to Work [1]  Provide Preferential Parking for Carpool/Vanpool Vehicles <sup>7</sup>			
quire	s [TDI	00	[0.5]			
an Re	tegie	Vanp	Provide Employees with Carpool/Vanpool Matching Services [0.5]			
M	VI Sta	Carpool/ Vanpool Programs	Provide Financial Incentives for Employee Carpool Groups			
5	NOT I	Carp	[1] Partner with Carpool Apps (e.g. Waze Carpool, Scoop)			
	tions		to Subsidize Shared Ride Trips [1]			
	of Op	Car Share*	Provide Private Car Share Program or Membership to Public Car Share Program for On-Site Employees [0.5]			
	enu (	Sh	<0.5 miles from a Car Share Hub [0.5]			
	Σ		Provide VTA SmartPass (or a Comparable Program)  Membership to All Employees for the First 10 Years			
			Following Project Completion [3]			
			Provide Caltrain Go Pass (or a Comparable Program)  Membership to All Employees for the First 10 Years			
		ams*	Following Project Completion [2]			
		Progra	Offer Discounted VTA & Caltrain Transit Pass to Employees for the first 10 years Following Project Completion [2]			
		Transit Programs*	Offer Pre-Tax Transportation Benefits [1]			
		Trai	Fund Communitywide Shuttle Program or other TDM measure <sup>8</sup> \$200,000 [4]			
			Fund Communitywide Shuttle Program			
			or other TDM measure <sup>8</sup> \$100,000 [2] On-Site Shuttle Program with			
		_	Regular or On-Demand Service [2]			
		Guaranteed Ride Home Program	Guarantee Employees a Ride (or reimbursement for the cost of a ride) to Their Home (and/or to other locations) in the Event of an Emergency [0.5]			
		TDM C	Distribution of Transit, Wayfinding and Other Multi-modal Informational Materials to New Employees upon Hire and Annually to All Employees [0.5]			

<sup>\*</sup>Only one option/point value can be used for this category.

Medical/dental office projects also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT

<sup>&</sup>lt;sup>2</sup> Funding responsibility to be based on project's fair share.

<sup>&</sup>lt;sup>3</sup> Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos

<sup>&</sup>lt;sup>4</sup> Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos

<sup>&</sup>lt;sup>5</sup> As recommended in the most recent VTA *Bicycle Technical Guidelines* .

<sup>&</sup>lt;sup>6</sup> Per the *California Green Building Standards Code,* Table A5.106.4.3.

<sup>&</sup>lt;sup>7</sup> Per the *California Green Building Standards Code,* Table A5.106.5.1. <sup>8</sup> Subject to an agreement between the City and developer.

			Project Type  Gross Floor Area (square feet)	< 2,500	2,500-4,999	General Office 5,000-9,999	10,000-24,999	≥25,000
			Approx. Daily Veh Trips (General Office)  Approx. PM Peak Hour Veh Trips (General Office)	<25 <3	25-49 3-6	49-97 6-11	97-243 12-29	≥244 ≥29
MT A	nalysis R	equired <sup>1</sup>	VTA Tool	,	3-0	√ √	√	√
	Basic		Local Transportation Analysis (LTA) Type  Trip Generation	Summary   √	Focused   √	Focused   √	Standard √	Expanded   √
		s	Project Trip Distribution & Assignment	✓	<b>√</b>	√ .	<b>√</b>	✓
sis		pez	Parking Summary  Locations on Arterials or Collectors that Provide	√	√	<b>√</b>	√	✓
LOS/Intersection Control Analysis	Study Intersections	Signalized Unsignalized	Access to the Site and Other Locations		✓	✓	✓	✓
ntrol	nterse	Sun p	Identified by City Traffic Engineer		,	,	,	
ion Co	tudy I	nalize	Within 0.5 miles Within 1 mile		√	√	√ √	√ √
ersecti		1	Beyond 1 mile with ≥10 trips/lane/peak hour		,	,	./	√
S/Inte		Scenarios	Existing & Existing + Project Near-Term & Near-Term+Project		√	√	√ √	<b>√</b>
2		Sce	Future 2040 & Future 2040 + Project	,	,	,		√
c	Operation	nal	Site Access & On-Site Circulation Pedestrian Site Access	<u>√</u>	√ √	√ √	√ √	√ √
	Study Element	:s	Bike Site Access	✓	√	√	√	√
	within LTA		Transit Connectivity  Left / Right Turn Queue Analysis		√	√	√ √	√ √
			Neighborhood Traffic Intrusion Analysis	,	,	,	√ ,	√ ,
		tage	Sidewalk, Curb & Gutter Replacement  Landscape and Streetlighting	√ √	√ √	√ √	√ √	√ √
nents		Frontage	Curb Ramps/X-walks	✓	√	√	√	√
rover	-	ts_	Full Street Microsurface  Pedestrian Crossing Improvements ≤ 0.5 miles <sup>3</sup>			✓	√ √	√ √
te Imp		ement	Pedestrian Crossing Improvements ≤ 0.75 miles <sup>3</sup>				<b>√</b>	√
Required Off-Site Improvements		Route Serving Improvements <sup>2</sup>	Pedestrian Crossing Improvements ≤ 1 mile <sup>3</sup> Sidewalk Gap Closure to Nearest Transit Stop and				<b>√</b>	√ √
uired		ving Ir	Commercial/Civic/Institutional Uses ≤ 0.25 miles  Other Complete Street Improvements for					
Req		te Sen	Bike/Pedestrian Access ≤ 0.25 miles <sup>4</sup>				✓	✓
		Rout	Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles⁴					✓
	Pe	ts :	TDM Coordinator & Annual Monitoring On-Site Bicycle Repair Station			√	√ √	√ √
	Required	Elements	On-Site Bicycle Parking <sup>5</sup> On-Site Kiosk or Online Portal with Multimodal Wayfinding		<b>√</b>	√ 	√ √	√
		ш	Information and Transit Information	<b>√</b>	<b>√</b>	✓	√	✓
			Minimum TDM Points Required	1	4	6	8	10
		mity nsit*	< 0.5 miles to a major transit stop (2 routes at 15-min headway)[3]					
		Proximity to Transit*	< 0.5 miles to a local transit stop with headways of 30 min or less [0.5]					
			<0.25 miles from a Shopping Center					
		nity to	with ≥ 3 Tenants, or 3 Separate Retail/ Restaurant/Service/Recreational Uses [1]					
		Proximity to Commercial Uses*	<0.5 miles from a Shopping Center with ≥ 3 Tenants, or 3 Separate Retail/					
		8	Restaurant/Service/Recreational Uses [0.5]					
		ty reets	Implement New or Enhanced Pedestrian and Bicycle Facilities per Complete Streets Master Plan					
		Community omplete Street	(≤1 mile from site) [3]  On-Site Ride Share Station with Amenities [1]					
		Community Complete Streets						
			TNC Curb Management [0.5] Provide Free Bicycle Share to On-Site Employees [1]					
		Active Transportation	Secured Bicycle Cage with E-Bike Charging Facilities [1]  Showers, Lockers and Changing Rooms <sup>6</sup> [1]					
		Active ansportat	<0.5 miles from Bicycle Share Hub [0.5] Provide Active Transportation Subsidies or Other Incentives					
		F	to Employees who Walk or Bike to Work [1]					
		<u>-</u>	Provide Preferential Parking for Carpool/Vanpool Vehicles' [0.5]					
ents	Points	pool/Vanp Programs	Provide Employees with Carpool/Vanpool Matching Services [0.5]					
uirem	ΔĐ	Carpool/ Vanpool Programs	Provide Financial Incentives for Employee Carpool Groups [1]					
TDM Plan Requirements	Menu of Optional TDM Stategies [TDM Points]	Car	Partner with Carpool Apps (e.g. Waze Carpool, Scoop)					
M Pla	/ State	_ *u	to Subsidize Shared Ride Trips [1]  Provide Private Car Share Program or Membership					
₽	al TDN	Car Share*	to Public Car Share Program for On-Site Employees [0.5] <0.5 miles from a Car Share Hub [0.5]					
	ption		Provide VTA SmartPass (or a Comparable Program)  Membership to All Employees for the First 10 Years					
	n of G		Following Project Completion [3]					
	Men		Provide Caltrain Go Pass (or a Comparable Program) Membership to All Employees for the First 10 Years					
		Transit Programs*	Following Project Completion [2]  Offer Discounted VTA & Caltrain Transit Pass to Employees					
		t Prog	for the first 10 years Following Project Completion [2]					
		Transi	Offer Pre-Tax Transportation Benefits [1] Fund Communitywide Shuttle Program					
			or other TDM measure <sup>8</sup> \$200,000 [4] Fund Communitywide Shuttle Program					
			or other TDM measure <sup>8</sup> \$100,000 [2] On-Site Shuttle Program with					
		T	Regular or On-Demand Service [2]					
		Guaranteed Ride Home	Guarantee Employees a Ride (or reimbursement for the cost of a ride) to Their Home (and/or to other locations) in the Event of an Emergency [0.5]					
		TDM	Distribution of Transit, Wayfinding and Other Multi-modal Informational Materials to New Employees upon Hire and Annually to All Employees [0.5]					
			Offer Pedestrian-Oriented Commercial Uses on Ground Floor and/or On-Site Amenities (e.g. café, gym, childcare,					
		Amenities	retail, bank, laundry/dry cleaning)					
			[1 point per use up to 2 points maximum]  Allow Employees to Telecommute ≥ 1 Day/Week [2]					
		Employee Programs	Allow Employees to Work Flex Time and/or					

<sup>\*</sup>Only one option/point value can be used for this category.

1 Office projects also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT Policy (e.g. map-based and existing-use screening).

<sup>&</sup>lt;sup>2</sup> Funding responsibility to be based on project's fair share.

<sup>&</sup>lt;sup>3</sup> Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos Complete Streets Master Plan.

<sup>&</sup>lt;sup>4</sup> Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos Complete Streets Master Plan .

 $<sup>^{\</sup>rm 5}\,{\rm As}$  recommended in the most recent VTA Bicycle Technical Guidelines .

<sup>&</sup>lt;sup>6</sup> Per the *California Green Building Standards Code,* Table A5.106.4.3.  $^{\rm 7}\,{\rm Per}$  the California Green Building Standards Code, Table A5.106.5.1.

<sup>&</sup>lt;sup>8</sup> Subject to an agreement between the City and developer.

			Project Type  Gross Floor Area (square feet)	<4,000	Facilities (excluding s 4,000-19,999	chools) ≥20,000
			Approx. Daily Veh Trips (Library)	<b>&lt;4,000</b> ≤288	288-1,441	≥2 <b>0,000</b> ≥1,441
			Approx. PM Peak Hour Veh Trips (Library)	≤33	33-163	≥163
MT Analy	sis Re	quired <sup>1</sup>	Local Transportation Analysis (LTA) Type	Standard	Expanded	Expanded
	Basic LTA		Trip Generation	✓	√	√
	ments		Project Trip Distribution & Assignment	<b>√</b>	√ /	<b>√</b>
si		eq	Parking Summary	V	V	
nalysi	tions	Unsignalized	Locations on Arterials or Collectors that Provide  Access to the Site and Other Locations	<b>√</b>	✓	<b>√</b>
rol A	ersec	Unsig	Identified by City Traffic Engineer			
Cont	Study Intersections	ized	Within 0.5 miles	✓	✓	√
ction	Stuc	Signalized	Within 1 mile	✓	√ √	√ √
LOS/Intersection Control Analysis			Beyond 1 mile with ≥10 trips/lane/peak hour Existing & Existing + Project	<b>√</b>	√ √	✓
os/In	Scenarios	,	Near-Term & Near-Term+Project	✓	✓	√
2	8	}	Future 2040 & Future 2040 + Project	<b>√</b>	√ √	√ √
Onor	ationa		Site Access & On-Site Circulation Pedestrian Site Access	✓ ✓	√ √	✓
•	tudy	"	Bike Site Access	✓	✓	√
	ments ithin		Transit Connectivity	<b>√</b>	√ √	√ √
L	TA		On-Street Parking Occupancy Study  Left / Right Turn Queue Analysis	✓ ✓	√ √	✓
			Neighborhood Traffic Intrusion Analysis	✓	✓	√
16	ā	,	Sidewalk, Curb & Gutter Replacement  Landscape and Streetlighting	√ √	√ √	√ √
nents	Frontage		Curb Ramps/X-walks	<b>√</b>	√ ✓	<b>√</b>
Required Off-Site Improvements	ű		Full Street Microsurface	✓	✓	√
dm1 a			Pedestrian Crossing Improvements ≤ 0.75 miles <sup>3</sup>	✓	√ /	√ /
ff-Site	ving	ents²	Pedestrian Crossing Improvements $\leq$ 1 mile <sup>3</sup> Sidewalk Gap Closure to Nearest Transit Stop and	<b>√</b>	√ √	✓ ✓
o pa	Route Serving	Improvements <sup>2</sup>	Commercial/Civic/Institutional Uses ≤ 0.25 miles  Other Complete Street Improvements for	<b>√</b>	<b>V</b>	<b>√</b>
equir	Rout	mpro	Bike/Pedestrian Access ≤ 0.25 miles <sup>4</sup>	✓	✓	✓
~		_	Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles <sup>4</sup>		✓	<b>√</b>
			TDM Coordinator & Annual Monitoring		✓	<b>√</b>
	Required		On-Site Bicycle Repair Station On-Site Bicycle Parking <sup>5</sup>	√ √	√ √	√ √
	Req	Elen	On-Site Kiosk or Online Portal with Multimodal Wayfinding	✓	<b>√</b>	✓
_			Information and Transit Information	<u> </u>	<b>V</b>	
			Minimum TDM Points Required	2	4	6
		mity nsit*	< 0.5 miles to a major transit stop (2 routes at 15-min headway)[3]			
		Proximity to Transit*	< 0.5 miles to a local transit stop with			
	-		headways of 30 min or less [0.5]  Implement New or Enhanced Pedestrian and			
		nity Street Dents	Bicycle Facilities per Complete Streets Master Plan			
		Complete Streets Improvements	(≤1 mile from site) [3]  On-Site Ride Share Station with Amenities [1]			
			Bus Shelter [0.5]			
	-	_	TNC Curb Management [0.5]  Provide Free Bicycle Share to On-Site Employees [1]			
		e :ation	Secured Bicycle Cage with E-Bike Charging Facilities [1]			
		Active Transportation	Showers, Lockers and Changing Rooms° [1] <0.5 miles from Bicycle Share Hub [0.5]			
		Tran	Provide Active Transportation Subsidies or Other Incentives to Employees who Walk or Bike to Work [1]			
			Provide Preferential Parking for Carpool/Vanpool Vehicles <sup>7</sup>			
nts	oints]	loodr	[0.5] Provide Employees with Carpool/Vanpool Matching Services			
emei	JM Pc	ool/ Vanp Programs	[0.5]			
Requi	es [TI	Carpool/ Vanpool Programs	Provide Financial Incentives for Employee Carpool Groups [1]			
Plan F	ategi	ន	Partner with Carpool Apps (e.g. Waze Carpool, Scoop) to Subsidize Shared Ride Trips for Employees [1]			
TDM Plan Requirements	Menu of Optional TDM Stategies [TDM Points]	. *,	Provide Private Car Share Program or Membership			
	nal TI	Car Share*	to Public Car Share Program for On-Site Employees [0.5]  <0.5 miles from a Car Share Hub [0.5]			
	Optio		Provide VTA SmartPass (or a Comparable Program)			
	nu of (		Membership to All Employees for the First 10 Years Following Project Completion [3]			
	Mer		Provide Caltrain Go Pass (or a Comparable Program)			
		*su	Membership to All Employees for the First 10 Years Following Project Completion [2]			
		Programs*	Offer Discounted VTA & Caltrain Transit Pass to Employees			
			for the first 10 years Following Project Completion [2]  Offer Pre-Tax Transportation Benefits [1]			
		Transit	Fund Communitywide Shuttle Program			
			or other TDM measure \$200,000 [4]  Fund Communitywide Shuttle Program			
			or other TDM measure \$100,000 [2]			
			On-Site Shuttle Program with Regular or On-Demand Service [2]			
	-	me r	Guarantee Employees a Ride (or reimbursement for the cost			
		Ta Por	of a ride) to Their Home (and/or to other locations) in the  Event of an Emergency [0.5]			
		e i e	5 7 1 21			
		Guaranteed Ride Home Program				
	-	TDM Guara nformation Prog	Distribution of Transit, Wayfinding and Other Multi-modal Informational Materials to New Employees			

<sup>\*</sup>Only one option/point value can be used for this category.

<sup>&</sup>lt;sup>1</sup> Local-serving public facilities such as libraries, community or senior center, and fire station are screened out (not required to conduct a VMT analysis) per the City's VMT Policy.

<sup>&</sup>lt;sup>2</sup> Funding responsibility to be based on project's fair share.

<sup>&</sup>lt;sup>3</sup> Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos *Complete* 

Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos

<sup>&</sup>lt;sup>5</sup> As recommended in the most recent VTA *Bicycle Technical Guidelines* .

<sup>&</sup>lt;sup>6</sup> Per the *California Green Building Standards Code,* Table A5.106.4.3.

 $<sup>^{\</sup>rm 7}$  Per the California Green Building Standards Code, Table A5.106.5.1.

			Project Type Number of Units	< 5	5-9	Residential 10-19	20-49	≥50
			Approx. Daily Veh Trips (MF mid-rise)  Approx. PM Peak Hour Veh Trips (MF mid-rise)	<25 <2	25-49 2-4	50-104 5-8	105-270 9-22	≥270 ≥22
/IT An	nalysis R	equired <sup>1</sup>	VTA Tool	~2	2-4	√ √	3-22 ✓	<i>∠</i> ∠∠
MT Analysis F			Local Transportation Analysis (LTA) Type	Summary	Summary	Focused	Standard	Expanded
	LTA	_	Trip Generation Project Trip Distribution & Assignment	<u>√</u>	√ √	√ √	√ √	√ √
	Element	S	Parking Summary	✓	· ✓	✓	✓	✓
LOS/Intersection Control Analysis	sections	Signalized Unsignalized	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer			✓	✓	✓
	Study Intersections	nalized U	Within 0.5 miles Within 1 mile			<b>√</b>	√ √	√ √
			Beyond 1 mile with ≥10 trips/lane/peak hour					✓
		Scenarios	Existing & Existing + Project Near-Term & Near-Term+Project			✓	√ √	√ √
ĝ		Scer	Future 2040 & Future 2040 + Project				•	<b>√</b>
		_	Site Access & On-Site Circulation	✓	✓	✓	✓	✓
		_	Pedestrian Site Access Bike Site Access	√ √	√ √	√ √	√ √	√ √
0	peration Study	nal _	Transit Connectivity		· ·	<b>√</b>	<b>√</b>	<b>√</b>
ı	Element within	s	School Walkability			✓	<b>√</b>	✓
	LTA <sup>2</sup>	_	School Bikability			√	√	√
		=	On-Street Parking Occupancy Study  Left / Right Turn Queue Analysis			√	√ √	√ √
			Neighborhood Traffic Intrusion Analysis				✓	✓
		eg e	Sidewalk, Curb & Gutter Replacement	√	√	✓ ✓	√ √	√ √
3		Frontage	Landscape and Streetlighting  Curb Ramps/X-walks	√ √	√ √	√ √	√ √	√ √
		<u>.</u>	Full Street Microsurface	<u> </u>	•	· · ·	<b>√</b>	√ √
5	~	ints	Pedestrian Crossing Improvements ≤ 0.5 miles <sup>4</sup>			✓	✓	✓ .
1		veme	Pedestrian Crossing Improvements ≤ 0.75 miles <sup>4</sup> Pedestrian Crossing Improvements ≤ 1 mile <sup>4</sup>				✓	√ √
5		mpro	Sidewalk Gap Closure to Nearest Transit Stop and				<b>√</b>	√ √
		Route Serving Improvements	Commercial/Civic/Institutional Uses ≤ 0.25 miles  Other Complete Street Improvements for				· ·	<b>'</b>
Required Off-Site Improvements		Serv	Bike/Pedestrian Access ≤ 0.25 miles <sup>5</sup>				✓	✓
		Soute	Other Complete Street Improvements for Bike/Pedestrian Access $\leq$ 0.5 miles <sup>5</sup>					✓
			TDM Coordinator & Annual Monitoring				<b>√</b>	✓
	nired	Elements	On-Site Bicycle Repair Station	,	,	√	√	√
	Requ	Elen	On-Site Bicycle Parking <sup>b</sup> On-Site Kiosk or Online Portal with Multimodal Wayfinding	√ √	√ √	√ √	√ √	√ √
			Information and Transit Information		V	<b>V</b>	<b>V</b>	<b>V</b>
			Minimum TDM Points Required	n/a	1	2	4	10
		Proximity to Transit*	< 0.5 miles to a major transit stop (2 routes at 15-min headway)[3]					
		Proxit 5 Trai	< 0.5 miles to a local transit stop with					
		- F	headways of 30 min or less [0.5] 100% Affordable Housing Project [5]					
		ible ig*	80% Affordable Housing Project [4]					
		Affordable Housing*	60% Affordable Housing Project [3]					
		\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	40% Affordable Housing Project [2] 20% Affordable Housing Project [1]					
		es*	<0.25 miles from a Shopping Center					
		Proximity to Commercial Uses*	with ≥ 3 Tenants, or 3 Separate Retail/ Restaurant/Service/Recreational Uses [3]					
		roxim	<0.5 miles from a Shopping Center					
		Com	with ≥ 3 Tenants, or 3 Separate Retail/ Restaurant/Service/Recreational Uses [1]					
			Implement New or Enhanced Pedestrian and					
		Stre	Bicycle Facilities per Complete Streets Master Plan ( ≤1 mile from site) [3]					
		Community Complete Streets Improvements	On-Site Ride Share Station with Amerities [1]					
SIII	oints]	Con	Bus Shelter [0.5] TNC Curb Management [0.5]					
ע	Menu of Optional TDM Stategies [TDM Points]	ties	Provide Free Bicycle Share to On-Site Residents [1]					
ı Dıvi Pian Kequirements	es [TI	Facili	Secured Bicycle Cage with E-Bike Charging Facilities [1]					
B .	ategi	Bicycle Facilities	<0.5 miles from Bicycle Share Hub [0.5]					
	JS MC		<ul> <li>&lt;0.5 miles from Bicycle Snare Hub [0.5]</li> <li>Provide Private Car Share Program or Membership</li> </ul>					
	nal TC	Car Share*	to Public Car Share Program for Membership					
	ptior	S	<0.5 miles from a Car Share Hub [0.5] Provide VTA SmartPass (or a Comparable Program)					
	u of C		Membership to All Residents for the First 10 Years					
	Men	-	Following Project Completion [3]  Provide Caltrain Go Pass (or a Comparable Program)					
		Programs*	Membership to All Residents for the First 10 Years Following Project Completion [2]					
			Offer Discounted VTA & Caltrain Transit Pass to Residents for the first 10 years Following Project Completion [2]					
		Transit	Fund Communitywide Shuttle Program or other TDM measure <sup>7</sup> \$200,000 [4]					
			Fund Communitywide Shuttle Program		<u> </u>			
		-	or other TDM measure <sup>7</sup> \$100,000 [2] On-Site Shuttle Program with					
			Regular or On-Demand Service [2]					
		TDM Information	Distribution of Transit, Wayfinding and Other Multi-modal Informational Materials to New Residents as They Move In and Annually to All Residents [0.5]					
		=	Offer Delivery-Supportive Amenities (e.g. an area for receipt of deliveries, clothes lockers for laundry or dry					
		.se	cleaning, storage for package deliveries, or temporary					
		Amenities	refrigeration for grocery deliveries) [1]  Provide Family-Supportive Amenities					
		An	(e.g. on-site secure storage of personal car seats,					
			strollers, cargo bicycles, etc., or shared shopping carts or cargo bicycles for check out by residents) [1]					

<sup>\*</sup>Only one option/point value can be used for this category.

<sup>&</sup>lt;sup>1</sup> Residential projects also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT Policy (e.g. map-based, affordable housing, and existing-use screening).

<sup>2</sup> SB 35 housing projects will be required to conduct an analysis of site access and on-site circulation but no other operational study elements.

<sup>&</sup>lt;sup>3</sup> Funding responsibility to be based on project's fair share.

<sup>&</sup>lt;sup>4</sup> Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos *Complete Streets Master Plan*. <sup>5</sup> Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos Complete Streets Master Plan .

<sup>&</sup>lt;sup>6</sup> As recommended in the most recent VTA Bicycle Technical Guidelines . An enclosed garage assigned to one residential unit is considered one Class I bicycle parking space.

<sup>&</sup>lt;sup>7</sup> Subject to an agreement between the City and developer.

			Project Type  Gross Floor Area (square feet)	<2,000	2,000-3,999	Retail 4,000-9,999	10,000-59,999	≥60,000
			Approx. Daily Veh Trips (Shopping Center )	<53	53-106	106-264	264-1,585	>1,585
			Approx. PM Peak Hour Veh Trips (Shopping Center)	<6	6-11	11-27	27-160	>160
IT Ana	lysis Re	quired <sup>1</sup>	VTA Tool	Cupa na - m	Engueral	Chandand	Evenedad	√ Evnanda
	Basic	_	Local Transportation Analysis (LTA) Type  Trip Generation	Summary   √	Focused   √	Standard √	Expanded  √	Expande
LTA		-	Project Trip Distribution & Assignment		✓	✓	✓	√
	Elements		Parking Summary	✓	✓	✓	✓	✓
LOS/Intersection Control Analysis	Study Intersections	Signalized Unsignalized	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer		✓	<b>√</b>	<b>√</b>	✓
	/ Inte	pe:	Within 0.5 miles		<b>√</b>	<b>√</b>	✓	<b>√</b>
uo.	Stud	naliz	Within 1 mile			√	✓	✓
			Beyond 1 mile with ≥10 trips/lane/peak hour				<b>√</b>	<b>√</b>
			Existing & Existing + Project  Near-Term & Near-Term+Project		√	√ √	√ √	✓ 
3	50	- Scen	Future 2040 & Future 2040 + Project			V	<b>√</b>	<u>√</u>
			Site Access & On-Site Circulation	✓	✓	<b>√</b>	✓	✓
Оре	eration	al _	Pedestrian Site Access	✓	<b>√</b>	✓	✓	✓
	Study		Bike Site Access	✓	√	<b>√</b>	<b>√</b>	<b>√</b>
	ements within	_	Transit Connectivity On-Street Parking Occupancy Study		√ √	√ √	√ √	✓ 
	LTA		Left / Right Turn Queue Analysis		<b>V</b>	√ √	√ √	<b>√</b>
			Neighborhood Traffic Intrusion Analysis			✓	√	✓
	9	υ 20	Sidewalk, Curb & Gutter Replacement	√	√	√	√	√ ./
2			Landscape and Streetlighting	√ √	√ ✓	√ √	√ √	<b>√</b>
<u> </u>	3	_	Curb Ramps/X-walks Full Street Microsurface	<b>V</b>	V	√ √	√ ✓	✓
3	2	Si .	Pedestrian Crossing Improvements ≤ 0.5 miles <sup>3</sup>		<b>√</b>	√ ✓	√ ✓	√ ✓
ų l			Pedestrian Crossing Improvements ≤ 0.75 miles <sup>3</sup>			√	✓	✓
7		Diove -	Pedestrian Crossing Improvements ≤ 1 mile <sup>3</sup>				✓	✓
D		E bo	Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles			✓	✓	✓
required Off-Site improvements		re serving improvements	Other Complete Street Improvements for			<b>√</b>	✓	✓
2		- Te 2	Bike/Pedestrian Access ≤ 0.25 miles <sup>4</sup> Other Complete Street Improvements for					
	å	Kon	Bike/Pedestrian Access ≤ 0.5 miles <sup>4</sup>				✓	✓
	2 o		TDM Coordinator & Annual Monitoring			,	√	<b>√</b>
	quire	Elements	On-Site Bicycle Repair Station On-Site Bicycle Parking <sup>5</sup>	<b>√</b>	<b>√</b>	√ √	√ √	√ √
	Rec	Ele	On-Site Kiosk or Online Portal with Multimodal Wayfinding	✓	✓	✓	<b>√</b>	✓
			Information and Transit Information  Minimum TDM Points Required	0.5	1	2	4	6
		Active Community Proximity Transportation Improvements to Transit*	(2 routes at 15-min headway)[3]  < 0.5 miles to a local transit stop with headways of 30 min or less [0.5]  Implement New or Enhanced Pedestrian and Bicycle Facilities per Complete Streets Master Plan (≤1 mile from site) [3]  On-Site Ride Share Station with Amenities [1]  Bus Shelter [0.5]  TNC Curb Management [0.5]  Provide Free Bicycle Share to On-Site Employees [1]  Secured Bicycle Cage with E-Bike Charging Facilities [1]  Showers, Lockers and Changing Rooms <sup>6</sup> [1]  <0.5 miles from Bicycle Share Hub [0.5]					
			Provide Active Transportation Subsidies or Other Incentives to Employees who Walk or Bike to Work [1] Provide Preferential Parking for Carpool/Vanpool Vehicles <sup>7</sup> [0.5]					
	A Point	Vanpo	Provide Employees with Carpool/Vanpool Matching Services [0.5]					
	Menu of Optional TDM Stategies [TDM Points]	Carpool/ Vanpool Programs	Provide Financial Incentives for Employee Carpool Groups [1]					
Tan Tan	ateg	Ö	Partner with Carpool Apps (e.g. Waze Carpool, Scoop) to Subsidize Shared Ride Trips [1]					
2	S M S	*	Provide Private Car Share Program or Membership					
	al TD	Car Share*	to Public Car Share Program for On-Site Employees [0.5]					
	ption		< 0.5 miles from a Car Share Hub [0.5]  Provide VTA SmartPass (or a Comparable Program)					
	of O		Membership to All Employees for the First 10 Years					
	Menu	*	Following Project Completion [3]  Provide Caltrain Go Pass (or a Comparable Program)  Membership to All Employees for the First 10 Years					
		Programs*	Following Project Completion [2]  Offer Discounted VTA & Caltrain Transit Pass to Employees					
			for the first 10 years Following Project Completion [2]					
		Transit	Offer Pre-Tax Transportation Benefits [1] Fund Communitywide Shuttle Program					
		_	or other TDM measure <sup>8</sup> \$200,000 [4]					
			Fund Communitywide Shuttle Program or other TDM measure <sup>8</sup> \$100,000 [2]					
			On-Site Shuttle Program with					
		7	Regular or On-Demand Service [2]					
		Guaranteed Ride Home Program	Guarantee Employees a Ride (or reimbursement for the cost of a ride) to Their Home (and/or to other locations) in the Event of an Emergency [0.5]					
		ion	Distribution of Transit, Wayfinding and Other Multi-modal					
		TDM	Informational Materials to New Employees		ĺ			
			upon Hire and Annually to All Employees [0.5]					

<sup>&</sup>lt;sup>1</sup> Retail projects also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT Policy (e.g. map-based and existing-use screening). Retail projects that are not screened out will be evaluated using the same methodology and threshold of significance as office uses. <sup>2</sup> Funding responsibility to be based on project's fair share.

<sup>&</sup>lt;sup>3</sup> Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos *Complete Streets Master Plan*.

<sup>&</sup>lt;sup>4</sup> Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos Complete Streets Master Plan .

<sup>&</sup>lt;sup>5</sup> As recommended in the most recent VTA *Bicycle Technical Guidelines* . <sup>6</sup> Per the *California Green Building Standards Code,* Table A5.106.4.3.

<sup>&</sup>lt;sup>7</sup> Per the *California Green Building Standards Code,* Table A5.106.5.1.

<sup>&</sup>lt;sup>8</sup> Subject to an agreement between the City and developer.

			Project Type		So	:hool	
			Students	≤32	33-89	90-199	≥200
			Approx. Daily Veh Trips (K-8 Charter School)	<100	100-271	272-605	≥606 >308
/MT A	nalysis R	equired <sup>1</sup>	Approx. AM Peak Hour Veh Trips (K-8 Charter School)  VTA Tool	<34 ✓	34-93 ✓	94-207 ✓	≥208
	<u> </u>	,	Local Transportation Analysis (LTA) Type	Focused	Standard	Expanded	Expanded
	Basic LTA		Trip Generation (Add Midday Peak Hour)	✓	✓	✓	√
	Element	s	Project Trip Distribution & Assignment Parking Summary	√ √	√ √	√ √	√ √
ls <sup>2</sup>	l	eq		V	V	· ·	V
nalys	Study Intersections	Unsignalized	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations	<b>√</b>	✓	✓	✓
rol Aı	ersec	Unsig	Identified by City Traffic Engineer				
Cont	y Int	zed	Within 0.5 miles	<b>√</b>	<b>√</b>	√	√
tion	Stud	Signalized	Within 1 mile		√	√	✓
ersec			Beyond 1 mile with ≥10 trips/lane/peak hour Existing & Existing + Project	<b>√</b>	<b>√</b>	√ √	√ √
LOS/Intersection Control Analysis <sup>2</sup>		Scenarios	Near-Term & Near-Term+Project	•	√ ✓	✓	√
9		Sce	Future 2040 & Future 2040 + Project			✓	✓
			Site Access & On-Site Circulation	<b>√</b>	√ √	√ √	√ √
c	peration	nal	Pedestrian Site Access/Walkability Analysis Bike Site Access/Bikability Analysis	<u>√</u>	√ √	<b>√</b>	√ √
	Study Element	s	Student Drop-Off/Pick-Up Analysis	✓	<b>√</b>	✓	✓
	within		Transit Connectivity	<b>√</b>	<b>√</b>	√	√
	LTA		On-Street Parking Occupancy Study  Left / Right Turn Queue Analysis	✓	√ √	√ √	√ √
			Neighborhood Traffic Intrusion Analysis		<b>√</b>	<b>√</b>	✓
		e.	Sidewalk, Curb & Gutter Replacement	✓	√	√	✓
ıts		Frontage	Landscape and Streetlighting	<b>√</b>	√ √	√ √	√ /
emer		Ē	Curb Ramps/X-walks Full Street Microsurface	√	√ √	√ √	√ √
prov		٦ts ِ	Pedestrian Crossing Improvements ≤ 0.5 miles <sup>4</sup>	<b>√</b>	√ ✓	√ ✓	√ ✓
te Im		eme	Pedestrian Crossing Improvements ≤ 0.75 miles <sup>4</sup>		√	<b>√</b>	√
Off-Si		prov	Pedestrian Crossing Improvements ≤ 1 mile <sup>4</sup> Sidewalk Gap Closure to Nearest Transit Stop and			√	√
red C		Route Serving Improvements	Recreational/Civic/Institutional Uses ≤ 0.25 miles		√	✓	✓
Required Off-Site Improvements		ervir	Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles <sup>5</sup>		✓	<b>√</b>	✓
		onte 3	Other Complete Street Improvements for			<b>√</b>	<b>√</b>
		2	Bike/Pedestrian Access ≤ 0.5 miles <sup>5</sup>			•	·
	ed .	nts	TDM Coordinator & Annual Monitoring On-Site Bicycle Repair Station			√ √	√ √
	Required	Elements	On-Site Bicycle Parking <sup>6</sup>	✓	√	√	√
	~	ш	On-Site Kiosk or Online Portal with Multimodal Wayfinding Information and Transit Information	✓	√	✓	✓
			Minimum TDM Points Required	2	4	6	8
		> *.	< 0.5 miles to a major transit stop				
		Proximity to Transit*	(2 routes at 15-min headway)[3]				
		Pro to T	< 0.5 miles to a local transit stop with headways of 30 min or less [0.5]				
		ity te	Implement New or Enhanced Pedestrian and				
		Community Complete Streets	Bicycle Facilities per Complete Streets Master Plan ( ≤1 mile from site) [3]				
		no)	Bus Shelter [0.5]				
			Implement Walk/Bike/Transit to School Groups (Staff and/or parents could meet students at designated				
		io n	locations and accompany student groups as they walk, bike,				
		ortat	or ride the bus to school) [1]  Implement ≥4 Walk/Bike to School Days each Year [0.5]				
		Active Transportation	Provide Free Bicycle Share to On-Site Employees [1]				
		ve Tr	Secured Bicycle Cage with E-Bike Charging Facilities [1]  Showers, Lockers and Changing Rooms <sup>7</sup> [1]				
			<0.5 miles from Bicycle Share Hub [0.5]				
			Provide Active Transportation Subsidies or Other Incentives to Employees who Walk or Bike to Work [1]				
			Provide Preferential Parking for Carpool/Vanpool Vehicles <sup>8</sup>				
		Carpool/ Vanpool Programs	[0.5] Provide Employees, Parents, and Student Drivers with				
Ş	nts]	oool/ Vang Programs	Carpool/Vanpool Matching Services [0.5]				
TDM Plan Requirements	M Poi	rpool	Provide Financial Incentives for Employees and/or Family (Student) Carpool Groups [1]				
quire	Ē	S S	Partner with Carpool Apps (e.g. Zum, KidzJet)				
an Re	egies		to Subsidize Shared Ride Trips [1] Provide VTA SmartPass (or a Comparable Program)				
Σ	Menu of Optional TDM Stategies [TDM Points]		Membership to All Employees for the First 10 Years				
Ę	TDN		Following Project Completion [3] Provide Caltrain Go Pass (or a Comparable Program)				
	ional	¥	Membership to All Employees for the First 10 Years				
	f Opt	ams,	Following Project Completion [2] Offer Discounted VTA & Caltrain Transit Pass to Employees for				
	o nuc	Transit Programs*	the first 10 years Following Project Completion [2]				
	Ž	nsit	Offer Pre-Tax Transportation Benefits to Employees [1] Fund Communitywide Shuttle Program				
		Tra	or other TDM measure <sup>9</sup> \$200,000 [4]				
			Fund Communitywide Shuttle Program or other TDM measure <sup>9</sup> \$100,000 [2]				
			Implement Student Bussing Program to/from designated				
			stops in neighborhoods that are beyond walking distance and/or designated transit stations (e.g. Caltrain) [4]				
		a a e	Guarantee Employees a Ride (or reimbursement for the cost				
		Guaranteed Ride Home Program	of a ride) to Their Home (and/or to other locations) in the Event of an Emergency [0.5]				
		Su: Rid Pr					
			Distribution of Transit, Wayfinding and Other Multi-modal Informational Materials to New Employees upon Hire and				
		ation	Annually to All Employees and Families (Students) [0.5]				
		Educ	Incorporate Bicycle and Walking Education into Physical Education Curriculum to Promote Health and Environmental				
		ion/	Benefits of Walking and Biking [0.5]				
		TDM Communication/ Education	Conduct an Annual Bicycle Rodeo Event (e.g. bicycle safety check, helmet fitting, instruction on the				
		E E	rules of the road and bicycle maintenance, an obstacle				
		S S	course, etc.) [0.5] Hold Classroom/Grade Level Competitions to Promote Active				
		Ē	Transportation with incentives rewards for participation				
			and/or prizes [0.5]				ĺ

<sup>\*</sup>Only one option/point value can be used for this category.

<sup>&</sup>lt;sup>1</sup> The City of Los Altos Draft VMT Policy states that local serving public neighborhood elementary schools shall be presumed to have a less-than-significant transportation impact. Private schools, middle schools, high schools, magnate schools, and charter schools also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT Policy (e.g. small project, map-based and existing-use screening). School projects that are not screened out will be evaluated using the same methodology and threshold of significance as office uses.

<sup>&</sup>lt;sup>2</sup> For schools, the intersection level of service analysis also will include the midday peak hour when school is dismissed (typically the peak one-hour period between 2 and 4 PM).
<sup>3</sup> Funding responsibility to be based on project's fair share.

<sup>&</sup>lt;sup>4</sup> Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos Complete Streets Master Plan.

<sup>&</sup>lt;sup>5</sup> Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos Complete Streets Master  $^{\rm 6}\,{\rm As}$  recommended in the most recent VTA Bicycle Technical Guidelines .

<sup>&</sup>lt;sup>7</sup> Per the *California Green Building Standards Code,* Table A5.106.4.3. <sup>8</sup> Per the *California Green Building Standards Code,* Table A5.106.5.1.

<sup>&</sup>lt;sup>9</sup> Subject to an agreement between the City and developer.

## **Example TDM Plans**

Project	Project Type and Size (du or SF)	TDM Points Required	TDM Strategies	TDM Points Achieved for Residential Use
5150 El Camino Real	Residential - 196 mf du	10	<0.5 miles to major transit stop	3
	(townhomes & condos)		<0.25 miles to retail/restaurant uses	3
			Secured Bicycle Cage with E-Bike Charging Facilities	1
			Provide VTA SmartPass to All Residents	3
			Total	10
999 Fremont Avenue	Mixed Use - 3 mf du + 1,498 s.f. retail	residential: 0 retail: 0	n/a	0
4898 El Camino Real	Residential - 21-28 mf du	4	<0.5 miles to major transit stop	3
			<0.25 miles to shopping center	3
			Total	6
4350 El Camino Real	Residential - 47 mf units	4	<0.5 miles to major transit stop	3
			<0.25 miles to shopping center	3
			Total	6
444-450 First Street	Residential - 26 mf du	4	<0.25 miles to retail/restaurant uses	3
	(condos)		<0.5 miles to car share hub @300 2nd St.	0.5
			Add sidewalk along 1st St. frontage	3
			(fill existing sidewalk gap)	
			Total	6.5
425 First Street	Residential - 20 mf du	4	<0.25 miles to retail/restaurant uses	3
	(condos)		<0.5 miles to car share hub @300 2nd St.	0.5
			Distribute TDM info at move in & annually	0.5
467 First Charles	000 47.402 -0 -00		Total	4
467 First Street	Office - 17,103 sf office	8	<0.5 miles to local transit stop	0.5
			<0.25 miles to retail/restaurant uses	1
			showers/lockers/changing rooms	1
			Preferential parking for carpools	0.5
			Carpool matching service	0.5
			<0.5 miles to car share hub @300 2nd St.	0.5
			Offer discounted VTA & Caltrain transit pass	2
			to employees for 10 years	
			TDM info to new employees & annually to all employees	0.5
			Guaranteed Ride Home Program	0.5
			Allow employees to telecommute ≥ 1 day/week	1
			Total	8

<sup>\*</sup>Examples of how projects could meet the proposed new TDM requirements. TDM strategies listed may not have been implemented at the projects listed.