

# Bulletin

## Transportation Demand Management for Developments

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## 1 RELEVANT BY-LAWS AND POLICIES

- Parking By-law 6059
- Street and Traffic By-law 2849
- Transportation 2040 Plan
- Climate Emergency Action Plan
- Greenest City Action Plan

## 2 BACKGROUND AND CONTEXT

Transportation Demand Management (TDM) is a set of strategies aimed at maximizing the utility of sustainable transportation choices. TDM is used to reduce motor vehicle traffic and parking demand, encourage the use of active transportation, transit and car share, as well as enhance the effectiveness of sustainable transportation modes.

A TDM Plan may be provided in two circumstances:

- When a TDM Plan is mandatory, in compliance with the Parking By-law Section 4.3.4 or 4.15.1; or
- When a TDM Plan is optional, in order to reduce the minimum number of required motor vehicle parking spaces.

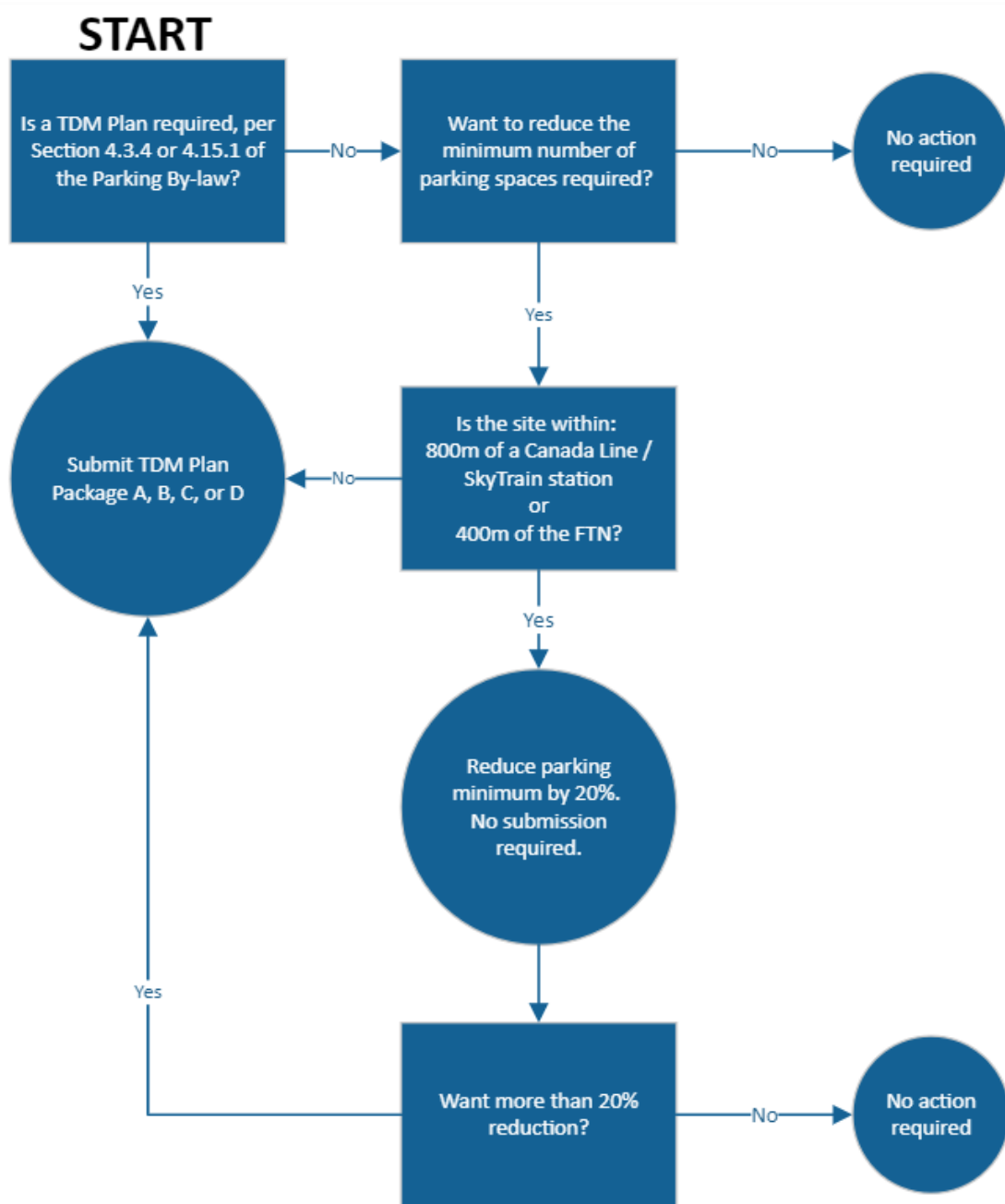
More detail about the policy context for TDM in the City of Vancouver can be found in the [2018 Council report](#) that introduced TDM, and the [2023 Council report](#) that provides updates to the TDM.

This bulletin provides guidance on submission requirements for TDM Plans as provided for in the Parking By-law.

### 3 EXPLANATION

The flow chart below outlines the high level process for how a property owner can determine whether to submit a TDM Plan; or how to use a transit proximity reduction and/or TDM Plan reduce the minimum parking requirement for an application. Further process details are in Section 4.

Diagram: TDM eligibility/applicability flow chart



## **4 PROCESS**

The overall process for approval of a TDM Plan includes:

### **4.1 TDM Applicability**

The applicant determines if a TDM Plan is required, per Section 5 of this bulletin.

If a TDM Plan is not required but the applicant is proposing to reduce the minimum required number of parking spaces, there are two ways this can be achieved (Section 5.1.3):

- Transit Proximity Reduction (20% reduction, where eligible)
- TDM Plan (40% reduction).

The transit proximity reduction (20%) can be combined with a TDM Plan reduction (40%) for a total 60% reduction to the minimum parking requirement.

### **4.2 TDM Plan Development & Submission**

The applicant submits one of the TDM Plans A, B, C, or D outlined in Section 7. Submission of one of the TDM Plans, including any required attachments identified in the Plan, constitutes the TDM Plan. The City will not review additional documentation.

If a TDM Plan is not required and the applicant is eligible for the Transit Proximity Reduction, the applicant may reduce the minimum parking requirement by 20%. No further action is required.

### **4.3 Review**

Engineering staff review the TDM Plan and determine its compliance with the TDM Plan Standards, as outlined below in Section 6.

### **4.4 Conditions and Agreements**

If the development project is approved, the requirement for the TDM Plan and any associated documents (e.g. Section 219 covenants) are included as a Condition of Approval of the Development Permit with the required agreements to secure the proposed measures.

## 5 TDM PLAN APPLICABILITY

### 5.1 TDM Plan Applicability

- 5.1.1 TDM Plans are required for applications within the Downtown and Broadway Plan Area per Parking By-law Section 4.3.4 (as defined by the Parking By-law Map 2B).
- 5.1.2 TDM Plan requirements for large sites fall into two categories:
- 5.1.2.1 Per Section 4.15.1 of the Parking By-law, Development Permit applications that meet the large site size criteria require a TDM Plan.
- 5.1.2.2 Where a site is rezoned under the [Rezoning Policy for Sustainable Large Developments](#), the subsequent Development Permit application(s) covered under that rezoning will each require a TDM Plan.
- 5.1.3 For all other applications not included in Sections 5.1.1 and 5.1.2, a TDM Plan is not required. However, the minimum required number of parking spaces may be reduced using the following tools:
- (a) 20% - transit proximity reduction only (where applicable)
  - (b) 40% - TDM Plan only
  - (c) 60% - both the transit proximity reduction (where applicable) and a TDM Plan (20% + 40% = 60%)
- 5.1.4 Despite the criteria set out in 5.1.1, 5.1.2, and 5.1.3, a TDM plan is not expected for small developments, small minor amendments, or small changes of use. For these exemptions, the following minimums apply:
- 5.1.4.1 500 m<sup>2</sup> or more of new non-residential floor area for new applications;
- 5.1.4.2 2,300 m<sup>2</sup> or more of non-residential floor area for change of use applications or minor amendments; or
- 5.1.4.3 12 or more dwelling units for all application types.
- 5.1.4.4 Partial TDM Plans will not be accepted.

Example:

*Consider an application that has a requirement for 100 parking spaces. The project location is not eligible for a transit proximity reduction. The applicant wants to build 80 parking spaces, or a 20% reduction from the minimum requirement.*

*Acceptable solution: The applicant provides a TDM Plan to provide monthly transit passes to all residents for 5 years (as per Package A). The TDM Plan achieves a 40% reduction in the minimum parking requirement, lowering the minimum to 60 spaces.*

*Not an acceptable solution: The applicant proposes a TDM Plan that provides half the residents with a monthly transit pass, seeking half the reduction in the minimum parking requirement (i.e. 20% reduction to 80 spaces).*

- 5.1.4.5 For rezoning applications, inclusion of a draft TDM Plan at rezoning is optional, but is strongly recommended. TDM Plans must be finalized at the Development Permit stage.

## **5.2 Transit Proximity Reduction**

- 5.2.1 Where TDM Plans are optional, minimum parking requirements may be reduced by 20% for projects that are eligible for a Transit Proximity Reduction.
- 5.2.2 If the project is located within 800 metres of a rapid transit station or within 400 metres of the [Frequent Transit Network](#) (FTN), a 20% reduction in the minimum parking requirement for general purpose parking may be applied. Distance should be measured from the proposed building entrance to the nearest rapid transit station entrance or FTN bus stop.
- 5.2.3 To take advantage of the Transit Proximity Reduction, simply identify the 20% reduction in the minimum parking requirements shown in the Technical Data Summary table of the architectural drawing set. No further documentation or submission is required.

## **6 TDM PLAN STANDARDS**

### **6.1 Summary of TDM Plan Options**

Applicants select one of four TDM Plan options:

- TDM Plan A – Transit Passes
- TDM Plan B – Bike Infrastructure Package;
- TDM Plan C – Shared Mobility Package; or
- TDM Plan D – Unbundled Parking Pilot Program.

A table summarizing the measures within each TDM Plan is provided below.

**Table 1: Summary of TDM Plan Options**

<b>TDM Plan A Transit Passes</b>	<b>TDM Plan B Bike Infrastructure Package</b>	<b>TDM Plan C Shared Mobility Package</b>	<b>TDM Plan D Unbundled Parking Pilot Program</b>
Monthly transit passes for <u>5</u> years	40% additional Class A bicycle parking spaces	Car share vehicles and spaces for <u>3</u> years	Participate in a pilot program to provide parking spaces for lease only, not to purchase.  Applicable only to applicants with strata components.
	10% additional lockers	Mobi All Access Passes for <u>3</u> years	
	5% additional oversized bicycle parking spaces	Monthly transit passes for <u>3</u> years	
	Weather-protected Class B bicycle parking spaces		

## **6.2 TDM Plan A – Transit Passes**

- 6.2.1 The property owner should proactively offer monthly subsidies toward TransLink Compass Cards (monthly pass only) to occupants on a minimum semi-annual basis for a minimum of 5 years. This is achieved through TransLink’s [Compass For Developments](#) program.
- 6.2.1.1 For residential uses, the property owner should pay for contributions, or otherwise provide, one 1-zone monthly pass per dwelling unit.
- 6.2.1.2 For non-residential uses, the property owner should pay for contributions, or otherwise provide, one 1-zone monthly pass per 111 m<sup>2</sup> (1,200 ft<sup>2</sup>) of floor space.
- 6.2.2 Program participants are not permitted to take cash in lieu of the TDM measure.
- 6.2.3 The cost of a 1-zone monthly transit pass is forecasted by TransLink. The [TransLink 2022 Investment Plan, Table A11](#) can be used to estimate the cost of this measure. The final cost of the transit passes will be determined by TransLink through the execution of the bulk sales agreement.

## **6.3 TDM Plan B – Bike Infrastructure Package**

- 6.3.1 40% additional Class A bicycle parking spaces.
- 6.3.1.1 The property owner should provide 40% additional Class A bicycle parking spaces, above the minimum requirement defined in the Parking By-law.
- 6.3.1.2 The property owner may choose to provide more, however this will not impact the TDM Plan.
- 6.3.1.3 Note that this increase in Class A bicycle parking space does not impact the end of trip facilities requirements laid out in Section 6.5 of the Parking By-law.



6.3.2 10% additional bicycle lockers

6.3.2.1 Calculated after the 40% additional Class A bicycle parking spaces, and in addition to the locker requirement defined in the Parking By-law Section 6.3.13A of 10%. Therefore a total of 20% of the Class A bicycle parking spaces should be lockers.

6.3.2.2 The property owner may choose to provide more, however this will not impact the TDM Plan.

6.3.3 5% additional oversized bike parking spaces

6.3.3.1 Calculated after the 40% additional Class A bicycle parking spaces, and in addition to the oversized requirement defined in the Parking By-law Section 6.3.9 of 5%. Therefore a total of 10% of the Class A bicycle parking spaces should be oversized.

6.3.3.2 The property owner may choose to provide more, however this will not impact the TDM Plan.

6.3.4 Weather protected Class B bicycle parking spaces

6.3.4.1 The property owner should provide 100% of the required number of Class B bicycle parking spaces defined in the Parking By-law in a way that is protected from the elements. In normal rainy conditions, bicycles should not get wet.

- (a) Acceptable ways to achieve this requirement include: Bicycle lockers, locating the bike parking under a suitably large canopy, or locating the bike parking inside the publicly-accessible at-grade lobby of the building.
- (b) In the case that bicycle spaces cannot be sufficiently protected from rain by way of a building overhang or locating bicycle spaces within a lobby is not feasible, demonstrating excellent design and utilizing features above and beyond standard bicycle racks (e.g. improved visuals by way of murals, enhanced lighting or security features, landscaping etc.) may be accepted on a case-by-case basis.
- (c) Locating the bike parking underground is not an acceptable way to achieve this requirement.

## 6.4 TDM Plan C – Shared Mobility Package

6.4.1 Car share vehicles and spaces for 3 years

6.4.1.1 The property owner should provide car share vehicles and spaces as follows:

- (a) 1 car share vehicle and space for every 50 dwelling units
- (b) 1 car share vehicle and space for each 4600 m<sup>2</sup> of non-residential floor area

- 6.4.1.2 A letter of intent from a two-way car share vehicle operator is required with the TDM Plan, indicating their willingness to supply and operate the car share vehicles on the site upon building occupancy. The letter should indicate acceptance of the general location, configuration, and accessibility of the shared vehicle space.
- 6.4.1.3 Where the property owner is unable to acquire a letter of intent from a two-way car share vehicle operator, that property is not eligible to select this TDM Plan.
- 6.4.1.4 Car share standards and practices are to be consistent with the bulletin on [Shared Vehicle Agreement New Form – Standards and Practices](#).
- 6.4.1.5 When calculating the number of car share vehicles and spaces, once the initial threshold is reached, round down. For applications with fewer than 50 dwelling units, 1 car share vehicle and space. For applications with greater than 50 DUs, round down.

*Example*

*An application with 75 dwelling units needs 1 car share vehicle and space.*

6.4.2 Mobi All Access Passes for 3 years

6.4.2.1 The property owner should proactively offer annual Mobi All Access Passes to occupants on a minimum semi-annual basis for a minimum of 3 years. This is achieved through Mobi's [Mobi for Developments](#) program.

(a) For residential uses, the property owner should pay for contributions towards, or otherwise provide, one annual Mobi All Access Pass per dwelling unit.

(b) For non-residential uses, the property owner should pay for contributions towards, or otherwise provide, one annual Mobi All Access Pass per 111 square metres (1,200 square feet) of floor space.

6.4.2.2 Program participants are not permitted to take cash in lieu of the TDM measure.

6.4.3 Monthly Transit Passes for 3 years

6.4.4 The property owner should proactively offer monthly subsidies toward TransLink Compass Cards (monthly pass only) to occupants on a minimum semi-annual basis for a minimum of 3 years. This is achieved through TransLink's [Compass For Developments](#) program.

6.4.4.1 For residential uses, the property owner should pay for contributions, or otherwise provide, one 1-zone monthly pass per dwelling unit.

- 6.4.4.2 For non-residential uses, the property owner should pay for contributions, or otherwise provide, one 1-zone monthly pass per 111 sq. metres (1,200 sq. feet) of floor space.
- 6.4.5 Program participants are not permitted to take cash in lieu of the TDM measure.
- 6.4.6 The cost of a 1-zone monthly transit pass is defined by TransLink, in the [TransLink 2022 Investment Plan, Table A11](#).

## **6.5 TDM Plan D – Unbundled Parking Pilot Program**

- 6.5.1 This TDM Plan is a commitment to participate in a pilot program with the City of Vancouver that aims to, in perpetuity, separate the cost of parking from the cost of housing for residential strata projects. Parking should be available to lease only, not for purchase.
- 6.5.2 The applicant should propose steps to achieve this. The proposal should include how to secure the separation of ownership; proposed pricing of the spaces; plans for ongoing operations and management of the parking spaces as a resource; and a mechanism for the City to verify, post-occupancy, that the parking remains unbundled.
- 6.5.3 Selection of this TDM Plan will require additional consultation with staff before, during, and after the rezoning and Development Permit review process.
- 6.5.4 Only projects with a residential strata component are eligible to select this TDM Plan.

## **7 TDM PLAN DELIVERABLES**

The applicant submits one TDM Plans A, B, C, or D. Standardized submission forms are on the [website](#). Submission of one of the TDM Plans (along with the required attachments identified in that TDM Plan, if applicable), constitutes the TDM Plan. The City will not review additional documentation beyond the TDM Plan Deliverable.