City of Mountain View

Agenda

Council Transportation Committee

Tuesday, May 5, 2026 **6:00 PM** **Plaza Conference Room and Video Conference, 500 Castro St., Mountain View, CA 94041**

Spanish or Chinese interpretation via Zoom and translation of meeting materials are available at no cost upon request. Please contact the City by 5:00 p.m. at least two business days prior to the day of the scheduled meeting by phone at (650) 903-6608 or by email at mep@mountainview.gov.

Interpretación por medio de Zoom y traducción de los materiales de la reunión estarán disponibles sin costo alguno con solicitud previa. Favor de comunicarse con la Ciudad antes de las 5:00 p. m. al menos dos días hábiles antes de la reunión agendada al (650) 903-6608 o por correo electrónico a mep@mountainview.gov.

如有需要，可通过 Zoom 获取中文翻译版，会议材料翻译版免费提供。请至少在会议预定日期前两个工作日下午 5:00 前 903-6608 或发送电子邮件至 mep@mountainview.gov 联系市政府。

This meeting is being conducted with a virtual component. Anyone wishing to address the Council Transportation Committee virtually may join the meeting at: https://mountainview.zoom.us/j/89318609396, or by dialing (669) 444-9171 and entering Webinar ID: 893 1860 9396. When the Chair announces the item on which you wish to speak, click on the "raise hand" feature in Zoom or dial *9 on your phone. When the Chair calls your name to provide public comment, if you are participating via phone, please press *6 to unmute yourself.

Members of the public wishing to comment on an item by email may send the email to public.works@mountainview.gov. Email comments received by 4:00 p.m. on the meeting date will be forwarded to the Council Transportation Committee. Please identify the Agenda Item number in the subject line of your email. All emails and other written comments received will be entered into the record for the meeting.

1. CALL TO ORDER

2. ROLL CALL

3. ORAL COMMUNICATIONS FROM THE PUBLIC

This portion of the meeting is reserved for persons wishing to address the Committee on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Committee from acting on non-agenda items.

4. MINUTES APPROVAL

4.1 Approve Meeting Minutes

Recommendation: Approve the Council Transportation Committee meeting minutes of December 2, 2025.

Attachments: 12-02-2025 Minutes

5. NEW BUSINESS

5.1 Amend and Add New Sections to Article X (Transportation Demand Management) of Chapter 19 (Motor Vehicles and Traffic) of the Mountain View Municipal Code to Establish a Citywide TDM Program

Recommendation: Recommend the City Council adopt an Ordinance of the City Council of the City of Mountain View Amending and Adding to Chapter 19 (Motor Vehicles and Traffic) of Article X (Transportation Demand Management) of the City code to establish a citywide TDM Program and Finding the Amendments to Be Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Guidelines Section 15308, as reviewed by the Environmental Planning Commission, to be read in title only, further reading waved (Attachment 1 to the CTC Staff report).

Attachments: CTC Memo
ATT 1 - Draft Citywide Transportation Demand Management Ordinance
ATT 2 - Draft TDM Program Standards
ATT 3 - Draft TDM Toolkit
ATT 4 - Environmental Planning Commission Report dated April 15, 2026

5.2 Middlefield Road Complete Streets, Project 22-01

Recommendation: Receive an update on the concept design for Middlefield Road Complete Streets, Project 22-01.

Attachments: CTC Memo
ATT 1 - Middlefield Road Complete Streets – Preliminary design plans

6. COMMITTEE/STAFF ANNOUNCEMENTS, UPDATES, REQUESTS, AND COMMITTEE REPORTS

No action will be taken on any questions raised by the Committee at this time.

6.1 Staff Comments

6.2 Committee Comments

7. ADJOURNMENT

AGENDAS FOR BOARDS, COMMISSIONS, AND COMMITTEES

The specific location of each meeting is noted on the agenda for each meeting which is posted at least 24 hours in advance of the meeting.

Questions and comments regarding the agenda may be directed to the Public Works Department at 650-903-6311 or public.works@mountainview.gov.

Pursuant to the Americans with Disabilities Act (ADA), if you need special assistance in this meeting, please contact the Public Works Department at 650-903-6311 or by email at public.works@mountainview.gov 48 hours prior to the meeting so the City can make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.160 (b) (1)). If you have a hearing or speech disability, please use the California Relay System at 711, TDD 650-967-0158 or 800-735-2929.

The Board, Commission, or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission, or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.

ADDRESSING THE COMMITTEE

Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.

Anyone wishing to address the Board, Commission, or Committee on a nonagenda item may do so during the "Oral Communications" part of the agenda. Speakers are allowed to speak once on any number of topics for up to three minutes. For any agenda item or for Oral Communications on nonagenda items, if there appears to be a large number of speakers, the Chair may reduce speaking time to no less than 1.5 minutes per speaker unless there is an objection from the Committee by majority vote.

Pursuant to Government Code Section 54954.3(b)(1), at least twice the allotted speaking time will be provided to a member of the public who utilizes a translator.

File #: 206035, **Version:** 1

Approve Meeting Minutes

Approve the Council Transportation Committee meeting minutes of December 2, 2025.

City of Mountain View

Minutes - Draft

Council Transportation Committee

Tuesday, December 2, 2025 **6:00 PM** **Plaza Conference Room and Video Conference, 500 Castro St., Mountain View, CA 94041**

This meeting was being conducted with a virtual component. All members of the Committee and all speakers participated in person unless otherwise noted.

1. CALL TO ORDER

At 6:03 p.m., Chair McAlister called the meeting to order.

2. ROLL CALL

Present 3 - Member Alison Hicks, Member Ellen Kamei, and Chair John McAlister

3. ORAL COMMUNICATIONS FROM THE PUBLIC

There were no public speakers in-person or virtually.

4. CONSENT

There were no public speakers in-person or virtually.

The committee had a comment and question regarding agenda item 4.3, Safe Routes to School Final Report FY 2024-25. They requested staff to be proactive about e-bike policies and would like to see more updates in 2026. Public Works Director Ng provided background information that Safe Routes to School was only presented to the Bicycle/Pedestrian Advisory Committee in the past, but it was also presented to the Council Transportation Committee in this cycle.

M/S – Hicks/Kamei – To approve the Consent calendar.

The motion carried by the following roll call vote:

Yes: 3 - Member Hicks, Member Kamei, and Chair McAlister

4.1 Approve Meeting Minutes

Approve the Council Transportation Committee meeting minutes of September 2, 2025.

4.2 2026 Council Transportation Committee Meeting Schedule

Approve the 2026 Council Transportation Committee meeting schedule.

4.3 Safe Routes to School Final Report FY 2024-25

Receive the final report for the Mountain View Safe Routes to School Program for Fiscal Year 2024-25.

5. NEW BUSINESS

5.1 Transit Center Grade Separation and Access Project (Castro and Evelyn Interim Improvements), Project 21-35

Senior Civil Engineer Houghton provided a presentation on the Transit Center Grade Separation and Access Project (Castro and Evelyn Interim Improvements), Project 21-35.

Public Works Director Ng, Senior Civil Engineer Houghton, and Principal Civil Engineer Gonzales responded to Committee questions about local jurisdictions which use artificial intelligence for rail safety, design elements of a City's gateway project, the timeline of the interim project, expanding community outreach, and how data was collected. They sought clarification on lane widths and the availability of parking spaces.

The following members of the public spoke:

(Virtual) Bruce England
(Virtual) Adrian Brandt
(Virtual) Daniel Hulse
(Virtual) Mary Dateo
(Virtual) April Webster

Since the project will affect much of the community and serve as a gateway to the City, the Committee requested staff to obtain strategic public input on the design. The Committee had follow up questions and comments regarding parking north of Central Expressway, project timeline/budget, bus movement, and potential walk audits.

M/S Kamei/Hicks – To recommend City Council approval of the design concept for the Transit Center Grade Separation and Access Project (Castro and Evelyn Interim Improvements), Project 21-35, with amendments to obtain early strategic public input, to design with the possibility that the project might be a permanent gateway to the City, and to include data behind design choices when presenting to the City Council.

The amended motion carried by the following roll call vote:

Yes: 3 - Member Hicks, Member Kamei, and Chair McAlister

5.2 Interim Pedestrian Mall Improvements (Dana and Villa Intersections), Project 23-49

Senior Civil Engineer Cervantes provided a presentation on the Interim Pedestrian Mall Improvements (Dana and Villa Intersections), Project 23-49.

Senior Civil Engineer Cervantes, Assistant Public Works Director Arango, Public Works Director Ng, and Principal Civil Engineer Gonzales responded to Committee questions about thermoplastic crosswalks, design consistency, project timeline, and bulb-outs.

The following members of the public spoke:

(Virtual) Bruce England
(Virtual) Mary Dateo
(Virtual) Albert Jeans

The Committee expressed concerns about the project’s design elements, especially consistency, cohesion, and conveying a sense of place. They sought clarification on pedestrian scrambles, staff's intention of “interim,” and the project timeline.

M/S Kamei/Hicks – To review and recommend the City Council approve the design concept for Interim

Pedestrian Mall Improvements (Dana and Villa Intersections), Project 23-49, with amendments to further discuss project design elements, consider all downtown projects, and reduce the number of signal buttons.

The amended motion carried by the following roll call vote:

Yes: 3 - Member Hicks, Member Kamei, and Chair McAlister

6. COMMITTEE/STAFF ANNOUNCEMENTS, UPDATES, REQUESTS, AND COMMITTEE REPORTS

6.1 Staff Comments

There were no staff comments.

6.2 Committee Comments

The Committee provided comments on Franklin Avenue and Sleeper Avenue streetlight poles, project design efficiency, and designated commercial parking spots.

There were no public speakers in-person or virtually.

7. ADJOURNMENT

At 9:05 p.m., Chair McAlister adjourned the meeting.

These Minutes were hereby submitted for approval by Laura Lo, Executive Assistant.

Approved on [month date], 2026.

File #: 204739, **Version:** 1

Amend and Add New Sections to Article X (Transportation Demand Management) of Chapter 19 (Motor Vehicles and Traffic) of the Mountain View Municipal Code to Establish a Citywide TDM Program

Recommend the City Council adopt an Ordinance of the City Council of the City of Mountain View Amending and Adding to Chapter 19 (Motor Vehicles and Traffic) of Article X (Transportation Demand Management) of the City code to establish a citywide TDM Program and Finding the Amendments to Be Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Guidelines Section 15308, as reviewed by the Environmental Planning Commission, to be read in title only, further reading waved (Attachment 1 to the CTC Staff report).

City of Mountain View

MEMORANDUM

Public Works Department

DATE: May 5, 2026

TO: Council Transportation Committee

FROM: Ben Pacho, Transportation Planner
Diana Pancholi, Principal Planner
Allison Boyer, Assistant Public Works Director

SUBJECT: **Amend and Add New Sections to Article X (Transportation Demand Management) of Chapter 19 (Motor Vehicles and Traffic) of the Mountain View Municipal Code to Establish a Citywide TDM Program**

RECOMMENDATION

Recommend the City Council adopt an Ordinance of the City Council of the City of Mountain View Amending and Adding to Chapter 19 (Motor Vehicles and Traffic) of Article X (Transportation Demand Management) of the City code to establish a citywide TDM Program and Finding the Amendments to Be Exempt from the California Environmental Quality Act (CEQA) Pursuant to CEQA Guidelines Section 15308, as reviewed by the Environmental Planning Commission, to be read in title only, further reading waved (Attachment 1 to the CTC Staff report).

BACKGROUND

The City has long focused on how to reduce single-occupancy vehicle (SOV) trips on its roadways and provide incentives and opportunities for travelers to utilize alternative transportation methods. Transportation accounts for more than 60% of carbon emissions in Mountain View with drive-alone trips representing the biggest contributor to emissions and pollution.

In 1994, the City adopted a Transportation Demand Management (TDM) Ordinance (Article X) of Chapter 16 (Section 19.120) to comply with Valley Transportation Authority's (VTA) Congestion Management Program (CMP) in accordance with California Statute, Government Code 65088. The CMP's goal is to develop a transportation improvement program to improve multi-modal transportation system performance, land use decision-making, and air quality among local jurisdictions. The City is required to certify annually to the Congestion Management Agency its compliance with CMP legislation. As adopted, the TDM Ordinance provisions set out for requiring TDM programs of larger employers to achieve reductions in traffic and congestion within the City and the region. This Ordinance is still currently in effect.

On July 10, 2012, the City Council adopted the 2030 General Plan identifying key mobility goals to promote effective TDM programs for existing and new development. TDM strategies were deemed necessary to advance the City's goals of managing roadway demand and enhancing mobility by incentivizing alternative transportation options, such as transit, walking, bicycling, and carpooling.

In August 2012, Council approved the Greenhouse Gas Reduction Program (GGRP). The GGRP aims to implement General Plan mobility policies, comply with state climate change legislation (Senate Bill (SB) 375 and Assembly Bill (AB) 32), and comply with regional Bay Area Air Quality Management District (BAAQMD) guidelines. Since transportation-related emissions account for nearly 60% of emissions Citywide, addressing transportation is a major focus of the City's efforts in relation to the GGRP. The GGRP established:

1. Mandatory commute trip reductions for development projects generating new employment;

2. TDM requirements for new development in certain areas of the City; and

3. Planned actions for reducing greenhouse gas emissions, including Measure T-1.1, Transportation Demand Management, which calls for adoption of a Citywide TDM Ordinance with TDM performance reporting requirements, procedures, and funding mechanisms.

Since 2014, Council has also adopted four Precise Plans—San Antonio Precise Plan (2014), El Camino Real Precise Plan (2014), North Bayshore Precise Plan (2014), and East Whisman Precise Plan (2019)—that establish TDM requirements for each Precise Plan area. Additionally, the Downtown Precise Plan (1988) has guidance related to trip-reduction plans. However, TDM requirements are uniform only across Precise Plan areas and not on a Citywide basis.

On October 22, 2019, Council adopted the Sustainability Action Plan 4 (SAP-4) that created a fund to advance sustainability actions, including funding to hire a TDM analyst to support the planned expansion of TDM requirements Citywide. The Public Works Department hired a TDM analyst in January 2022, which allowed work to begin on developing a Citywide TDM Ordinance.

On June 22, 2021, Council adopted Strategic Priorities for Fiscal Years 2021-23, which included developing a Citywide TDM Ordinance to standardize trip-reduction targets across the City and establish uniform TDM monitoring and reporting provisions. On June 13, 2023, Council reaffirmed this item as a Council Priority for Fiscal Years 2023-25 and categorized development of a Citywide TDM Ordinance as one of the City's highest priorities. The intent of the Ordinance

is to build on the demonstrated effectiveness of TDM in the Precise Plan areas and apply its practice more consistently and predictably on a Citywide basis.

On February 20, 2023, the City executed a contract with Steer Davies & Gleave, Inc., to provide professional services to support development of a Citywide TDM Ordinance. The project team has undertaken the following tasks:

- Reviewing and analyzing the regulatory context and existing TDM requirements.
- Defining the vision, goals, and principles for the TDM Ordinance.
- Developing a draft framework for the Citywide Ordinance, including analysis of approaches in peer and best practice cities.
- Engaging an internal Technical Advisory Committee consisting of City staff from Economic Vitality, Planning, Sustainability, Traffic, Transportation, and Land Development.
- Engaging with community members, developers, employers, and property managers, including meetings with the Downtown Business Association on June 13, 2023, Mountain View Chamber of Commerce on June 14, 2023, Mountain View Transportation Management Association (TMA) Board on May 25, 2023 and May 30, 2024, a community meeting on January 21, 2025, and 14 one-on-one conversations with stakeholders.
- Presenting key deliverables and gathering feedback from the following advisory bodies:
  - The Bicycle/Pedestrian Advisory Committee (BPAC) reviewed the project vision and objectives on October 25, 2023 and TDM Policy framework on January 29, 2025;
  - The Environmental Planning Commission (EPC) reviewed the project vision and objectives on November 1, 2023 and TDM Policy framework February 5, 2025;
  - The Council Transportation Committee (CTC) reviewed the project vision and objectives on January 30, 2024 and TDM Policy framework on March 4, 2025; and
  - The City Council held a Study Session on the TDM Policy framework on June 10, 2025.
- Drafting Ordinance language and commencing the TDM cost estimation and implementation planning study.

ANALYSIS

TDM refers to strategies and incentives designed to reduce SOV trips and encourage use of alternative transportation modes, such as transit, walking, bicycling, and carpooling. Common TDM measures include transit subsidies, vanpool and carshare services, commuter incentives, bicycle facilities, and flexible work arrangements. Successful implementation of TDM programs can reduce traffic and congestion, mitigate demand for on-site parking, and achieve transportation mode shift to sustainable travel options.

The City's approach to TDM spans a mix of project size and land use types as shown in Figure 1, where at least 27 entitled development projects in Mountain View have existing TDM requirements as part of their Conditions of Approval. These requirements are supported by broad enabling policies, including the General Plan, Precise Plans, GGRP, and Sustainability Action Plan in addition to state laws and regulations. Within Mountain View, TDM requirements are applied to a wide range of land uses, including office or commercial development (44%), mixed use (19%), Master Plan areas (7%), multi-family residential (19%), hotel (7%), and medical facilities (4%).

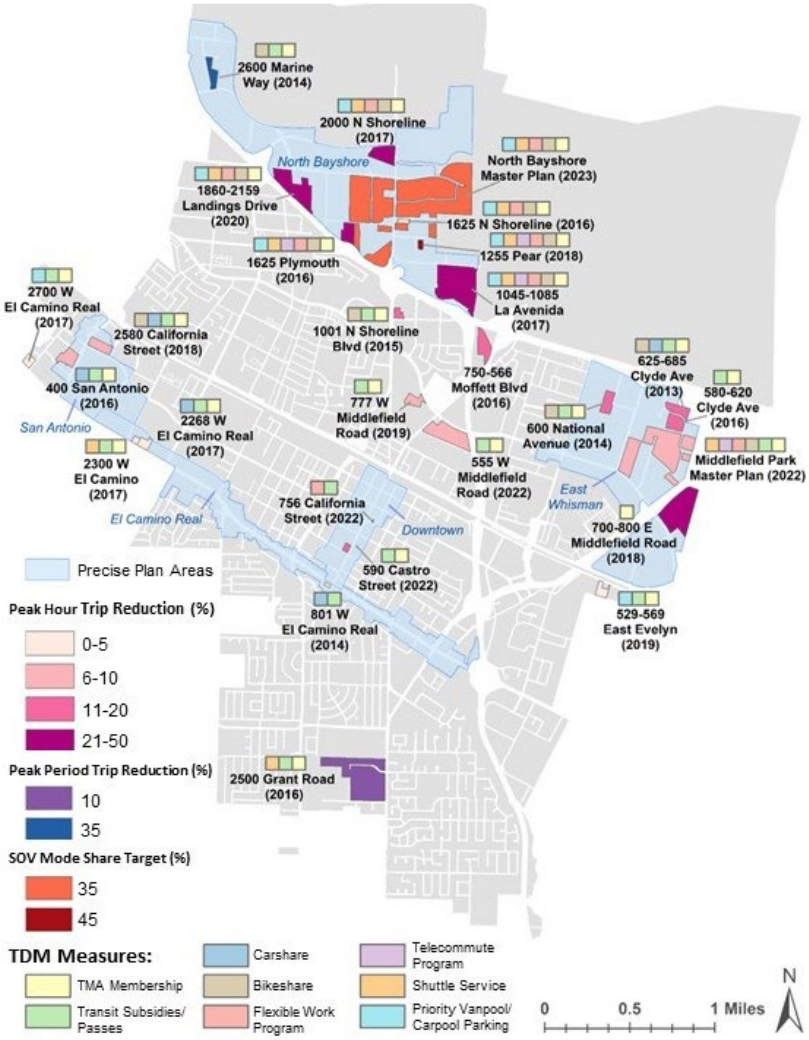

Figure 1: Existing Citywide TDM Requirements

To develop a policy framework for a Citywide TDM Ordinance, the project team synthesized information on existing TDM requirements by conducting community and stakeholder outreach in 2023 to 2025. Staff gathered the following feedback to understand the current state of practice of TDM in the City:

- Stakeholders, such as employers, small businesses, and property managers, indicated that they understand the value of TDM measures in providing benefits to employees or residents in terms of safe, sustainable, and equitable mobility options.

- Employers noted that the City's TDM requirements provide the basis to support ongoing investment in their commuter programs.

- Stakeholders expressed support for greater standardization of TDM requirements, including a TDM menu of options from which they can select to shape their TDM Plans and meet their transportation goals.

- Several stakeholders requested greater flexibility to update or adjust their TDM Plan following implementation to respond to evolving travel patterns and availability of mobility options and new technologies.

- Employers and developers noted that the current process for including TDM Conditions of Approval could benefit from increased standardization of TDM requirements to increase predictability during the entitlement process.

As such, the following vision for the project was established to shape the development of the Citywide Ordinance based on Council's original direction as well as the existing conditions analysis and input from community members, stakeholders, BPAC, EPC, and CTC:

> "The Transportation Demand Management (TDM) Ordinance seeks to reduce single-occupancy vehicle trips for new development and increase use of multi-modal transportation alternatives that are sustainable, equitable, effective, and respond to changing demands."

Additionally, the Ordinance framework was informed by the four guiding principles of predictability, effectiveness, sustainable mobility, and equity, as shown in Figure 2.

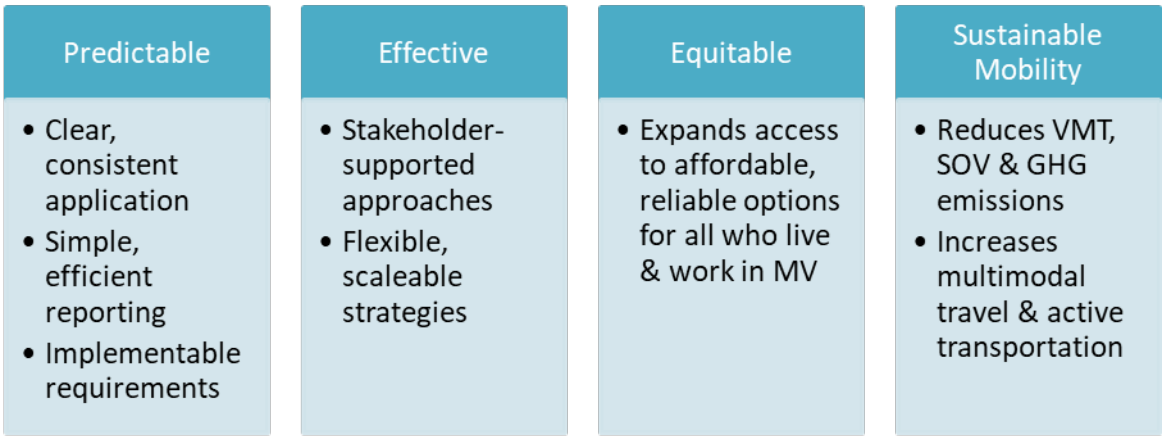

Figure 2: Guiding Principles for Developing the TDM Ordinance

Draft Ordinance Framework

The proposed TDM Ordinance establishes standardized guidelines for a Citywide TDM Program applicable to new development, including modifications, change of use, and expansions of existing sites, which would exceed defined trip generation thresholds. Participation in the new TDM Program will be determined by the following components:

- Applicability: All projects generating 200 or more net new Average Daily Trips (ADT), including residential, commercial, and mixed-use developments. The TDM ordinance will apply to projects with anticipated net new ADT that fall into the categories specified in Table 1. The size thresholds align with the City's existing MTA analysis and VMT policy, which is consistent with SB 743 to reduce transportation impacts related to new development. Projects will be categorized as small, medium, or large based on anticipated daily trip generation.

Table 1: TDM Ordinance Applicability Approximate Thresholds by Project Category

Land Use Type	Small *200-499 ADT*	Medium *500-999 ADT*	Large *1,000+ ADT*
Multi-Family Residential	30 < units < 75	75 < units < 150	> 150 units
Single-Family Residential	20 < units < 55	55 < units < 105	> 105 units
Retail	< 10,000 ksf	10 < ksf < 20	> 20 ksf
General Office	20 < ksf < 45	45 < ksf < 90	> 90 ksf
Research and Development Center	20 < ksf < 45	45 < ksf < 90	> 90 ksf
General Industrial	40 < ksf <100	105 < ksf < 205	> 205 ksf
Warehousing	115 < ksf < 290	290 < ksf < 585	> 585 ksf
Other	Threshold would be based on the most similar land use type and determined in agreement with City staff.		

- Performance Metric: ADT will be the primary metric to assess the estimated trip generation rates from development, consistent with the City's Multi-Modal Transportation Analysis (MTA) Handbook.

- Trip Reduction Targets: The proposed ADT reduction targets (see Table 1, below) are based on the City's existing Precise Plans targets and benchmarking against comparable TDM programs in peer jurisdictions, including San Francisco, San Mateo County, Redwood City, San Jose, Sunnyvale, and Santa Monica, as well as attainable TDM strategies modeled in the VTA Vehicle Miles Traveled (VMT) evaluation tool.

To achieve the necessary trip reductions, staff has developed a TDM Toolkit comprised of measures that reflect varying levels of effectiveness for reducing trip generation. The Toolkit (Attachment 3—Draft TDM Toolkit) is designed to offer a menu of strategies that vary in scale and cost, allowing projects to create site-specific TDM Plans to fit the project.

The TDM measures are grouped into two categories of Core and Auxiliary Strategies. The applicant is required to select the requisite number of Core Strategies in accordance with project size and estimated ADT generation. To support implementation of Core Strategies, the project will be required to implement a set number of Auxiliary Strategies in accordance with the project size. The tiered requirement for Auxiliary Strategies is as follows:

- Small Projects: At least two (2) Auxiliary Strategies.
- Medium Projects: At least three (3) Auxiliary Strategies.
- Large Projects: At least five (5) Auxiliary Strategies.

As shown in Table 2 below, reduction targets scale with project size with adjusted (lower) targets for residential and Transit-Oriented Development (TOD) to reflect their inherently lower baseline trip generation. For the latter, TOD projects are those located in a High-Quality Transit Area, defined as areas where at least fifty percent (50%) of the project area is within one-half (0.5) mile of a high-quality transit corridor or a major transit stop. Such transit facilities may include: (a) an existing rail station or ferry terminal served by bus or rail; (b) a bus stop with peak service frequency of fifteen (15) minutes or less; or (c) a planned rail station or planned ferry terminal served by bus or rail, as defined in California Public Resources Code Section 21155(b).

Table 12: Proposed ADT Reduction

Project Size	ADT Generation	ADT Reduction Target	
		Non-residential & Non-TOD Projects	Residential & TOD[1] Projects
Small Project	200-499	30% reduction	20% reduction
Medium Project	500-999	40% reduction	30% reduction
Large Project	1,000+	50% reduction	40% reduction

- **TDM Plans:** Subject projects will submit and adopt a TDM Plan prior to project approval. The TDM Plan will include selections from a menu of strategies available in the TDM Toolkit (Attachment 3—TDM Toolkit) that encompass a mix of Core and Auxiliary Strategies. Projects will be required to adopt the requisite number of Core Strategies consistent with

[1] "Transit-Oriented Development (TOD)" means projects where at least 50% of the project is located within one-half (0.5) mile of high-quality transit as defined in California Public Resources Code, Section 2115(b) and Section 21064.3, as may be amended.

their ADT reduction target. Core Strategies will offer an array of flexible and proven trip-reduction strategies that applicants may select from to develop a TDM Plan. Additionally, "Auxiliary Strategies" are those that may not have significant trip-reduction potential as stand-alone strategies but supplement the implementation of Core Strategies. Finally, a TDM Agreement will be executed by the developer prior to entitlement to formalize the adoption and intent to implement the approved TDM Plan.

- **Monitoring and Reporting:** To demonstrate compliance and provide data on effectiveness of TDM efforts, all projects will be required to submit ongoing standardized annual reporting following the first year of postoccupancy, consistent with their project size:

  — Small Projects (200 to 400 ADT): Annually for three (3) years.
  — Medium Projects (500 to 999 ADT): Annually for ten (10) years.
  — Large Projects (1,000+ ADT): Annually for twenty (20) years.

  Additionally, for nonresidential projects:

  — Annual reporting will include assessment of the project's performance in achieving its trip cap, supported by commute travel surveys and driveway count data.

- **Enforcement:** All projects subject to the TDM Ordinance are required to comply with the provisions of the Municipal Code. Noncompliance will be enforced pursuant to Section 1.7 (Article 1, Violations) and Section 1.17 (Article 2, Administrative Penalties) of City's Code Enforcement regulations.

  Examples of violations of the TDM requirements may include, but are not limited to:

  — Failure to submit required annual TDM monitoring reports or updates to the TDM Plan.

  — Failure to implement or maintain approved TDM measures and strategies.

  — Failure of nonresidential projects to achieve the required ADT reduction target or exceeding an established site-specific trip cap.

  Projects found to be out of compliance may be subject to administrative penalties and other enforcement actions in accordance with the Municipal Code.

TDM Policy Framework

The proposed Ordinance reflects several changes to the TDM Policy framework, which have been incorporated based on feedback from key stakeholders since the Council Study Session on June 10, 2025. To support successful implementation of the TDM Program, the proposed changes will:

- **Implement Program 1.2(c) and Program 1.3(d) of the Sixth Cycle 2023-2031 Housing Element,** which requires the City to adopt a TDM Ordinance, study the cost of TDM requirements on typical residential developments, and allow residential developers to meet TDM goals through lower-cost options. To support this, the proposed Ordinance will allow residential parking reductions and exemptions from parking requirements for projects proposing to use enhanced features of a TDM Plan, which achieve a higher level of trip reduction than the minimum requirement.

  — To satisfy the enhanced TDM criteria for exemption from the minimum parking standard, a residential project must either: (1) exceed its applicable ADT reduction target by at least five percent (5%); or (2) adopt one (1) additional Core Strategy and two (2) additional Auxiliary Strategies over the minimum required number.

  — The enhanced TDM criteria are intended to incentivize higher levels of trip reduction and reduced parking demand while increasing mobility options for residential projects as well as support the City's broader goals related to expanding affordable housing.

  — The TDM toolkit has been updated with additional lower-cost strategies to provide more flexibility for residential projects of all sizes to comply with TDM requirements. Additionally, the ADT targets for residential developments match those of TOD projects, given their lower baseline trip generation rates and effectiveness to reduce local and regional single occupancy trips.

  — Based on feedback received from EPC on April 15, 2026, the proposed ordinance will be structured to allow both reduced parking and unbundled parking strategies for residential projects to meet the enhanced TDM criteria for parking exemptions and reduced parking minimums.

- **Provide specific exemptions for "patron-driven uses"** under applicability standards:

  — Development consisting of patron-driven uses less than net new 100,000 square feet will be exempted from the TDM Program. Patron-driven uses are defined as nonresidential uses whose trip generation is primarily patrons, rather than

employees. Examples include child-care centers, religious institutions, retail (general merchandise, grocery, and similar), restaurants, entertainment, medical, and other personal services. Such uses are local-serving and support economic vitality by attracting and retaining retail and other service-oriented mixed uses.

- **Monitoring and reporting provisions for residential and patron-driven uses:** All residential and patron-driven uses will be exempted from site-specific trip caps and associated ADT reduction target requirements, including provisions requiring travel surveys and driveway counts. The exemptions reflect existing conditions and local and state regulations, which seek to reduce financial costs and administrative burdens related to delivering more affordable housing and local-serving uses. However, these projects will still be required to adopt and implement a TDM Plan and provide ongoing annual TDM reporting in accordance with project size.

- **Required TDM Strategies: Mountain View Transportation Management Association Membership.** As a private nonprofit membership organization, the TMA is funded by Mountain View businesses and property owners to address transportation challenges for the benefit of the community. The MVgo shuttle service, which provides fare-free last-mile connections between the Transit Center and main employment hubs, is administered and funded by the TMA's Board of Directors. While the TMA assesses fees of its members to fund MVgo operations and similar TDM programs, there is risk of potential violation of Proposition 218, which was adopted in 1996 to ensure that all taxes and most charges on property owners are subject to voter approval. As such, establishing a Property-Based Improvement District (PBID) is a remedy to ensure an equitable means of assessing membership fees to fund MVgo and other TMA-provided services in the future.

  — The TDM Policy Framework adopted last June included the TMA membership requirement for medium and large nonresidential projects and large residential projects only. Due to the issues noted above, the proposed Ordinance will not require projects of any size to join the TMA. Membership in the TMA will be optional and included in the TDM Toolkit, incentivizing new projects to join as a way to satisfy their TDM requirements and trip-reduction goals.

  — While TMA membership will not be required, staff with the TMA, will explore the process of establishing a PBID in Mountain View following adoption of the Ordinance. Similar to other jurisdictions, such as the City of Emeryville, the goal of establishing the PBID will be to provide a long-term and scalable approach to funding TMA-provided services, including the MVgo shuttle. A PBID in Mountain View would also support growing membership in the TMA by clearly defining the structure for governance and assessment of member fees.

- **Enforcement and Penalties:** The proposed Ordinance seeks to align the enforcement provisions under Section 1.7 (Code enforcement—Violations) and Section 1.17 (Administrative penalties) of the Mountain View City Code. This approach is consistent with neighboring jurisdictions that situate violations of TDM noncompliance under municipal code sections in accordance with administrative citations. Where the project is not at fault for noncompliance, the assessment of penalty fees may be waived under certain circumstances, such as unavailability of a TDM service provider, high vacancy, or economic hardship. Additionally, the City Code enforcement provisions will consistently apply to all projects subject to the Ordinance rather than specific project Conditions of Approval. Staff will work with existing projects who request to opt into the Citywide TDM Ordinance in order to benefit from this streamlined enforcement approach.

FISCAL IMPACT

To support effective implementation of the TDM Ordinance and ensure long-term program sustainability, the City has hired a consultant to support cost estimating and an implementation planning study. This study will evaluate the range of City staff time and administrative resources required to administer the Ordinance, including TDM Plan review during entitlement, ongoing monitoring and reporting, compliance and enforcement activities, program evaluation, and maintenance of any supporting software platforms. The findings will inform consideration of a potential annual TDM fee, intended to recover a portion of the City's ongoing costs associated with administering and enforcing the Ordinance. The study will account for efficiencies gained through standardized reporting, automation, and potential partnerships, with the intent of helping align any future fee with the level of effort required to support participating developments over time. Following completion of this fee study, staff will draft a resolution for the City Council to review and adopt.

As part of developing a TDM Toolkit, staff has identified a range of flexible and affordable options for applicants to choose from based on cost-effectiveness and trip-reduction potential. The TDM Toolkit benchmarks the TDM measures along the expected cost level for implementing a prospective strategy. For example, strategies will range from as low as ($0 to $5,000), medium cost ($5,000 to $50,000), and high ($50,000 and above), or cost-neutral. Actual costs may vary by project according to scale of proposed measure(s), subsidy, and participant coverage, which would provide needed cost elasticity to projects implementing a TDM program.

ENVIRONMENTAL REVIEW

The City Council finds, pursuant to Title 14 of the California Code of Regulations, Section 15307, that this Ordinance is not subject to the California Environmental Quality Act (CEQA) because it is an action undertaken by a local agency for the purposes of protecting natural resources. The City Council also finds that, on a separate and independent basis, pursuant to Title 14 of the California Code of Regulations, Section 15308, that this Ordinance is not subject to the California Environmental Quality Act (CEQA) because it is an action undertaken by a local agency for the purposes of protecting the environment.

ENVIRONMENTAL PLANNING COMMISSION REVIEW

On April 15, 2026, the Environmental Planning Commission (EPC) reviewed the draft TDM Ordinance, Draft TDM Program Standards, and Draft TDM Toolkit and provided the following input on these items.

- Broad support of staff's approach to establish a flexible structure through enforceable ordinance requirements and adaptable TDM program standards.

- Proposed redlines to the Draft TDM Program Standards to ensure consistent language with the ordinance regarding the exemption for Very Small Projects; and provide further clarity on where annual TDM fee details will be documented in the Standards document.

- Majority support to recommend additional strategies be considered in the future for residential projects, including:
    - Tiered parking reductions for residential projects, recognizing deeper reductions with greater TDM credit
    - Encourage delivery of mixed-use projects that result in internalization of trip demand and reduce net new ADT.
    - Consideration of adding design-based strategies within the Toolkit that improve walkability and pedestrian access.

- Broad support of staff to advance the ordinance as proposed, recognizing it as an important policy step for achieving key citywide goals.

- Recommended the evaluation of projects that may not fall discretely into the size thresholds and ADT targets as described in Table 2.

- Proposed modification to the Definitions section to include classification of Autonomous Vehicles (AVs).

- Recommended the future evaluation of TDM requirements from which projects might request concessions and waivers granted under the State Density Bonus Law.

NEXT STEPS

Following CTC review, the proposed ordinance and the CTC comments will be forwarded to the City Council at a public hearing tentatively scheduled for May 12, 2026. If approved by the City Council in June, a second reading of the Ordinance will occur June 9, 2026, and the proposed Ordinance would be effective 30 days after the second reading. Once adopted, implementation steps will include:

- Development and refinement of the TDM Program Standards and a TDM Toolkit;
- Update Precise Plans and the City Code to implement Housing Element action items and Ordinance provisions;
- Present an annual TDM fee resolution to Council for review and adoption;
- Explore feasibility of establishing a Property-Based Assessment District Citywide;
- Integration with the City's permitting and entitlement processes;
- Establishment of ongoing monitoring and reporting systems, including identifying technology solutions/providers; and
- Coordination with stakeholders and regional partners.

Staff anticipates final adoption of the Ordinance by summer 2026.

CONCLUSION

The proposed TDM Ordinance provides a consistent, Citywide approach to TDM program implementation that will inform future updates to Precise Plans and ensure alignment between development standards and transportation impact analyses. Adoption of the Ordinance represents a key step in advancing the City's efforts to reduce single-occupancy vehicle trips for development and increase use of sustainable travel options. The proposed Ordinance also fulfils a key Council Strategic Priority of the General Plan and Sustainability Action Plan intended to bolster more healthy, sustainable patterns of transportation and planned growth.

PUBLIC NOTIFICATION

The meeting agenda and staff report were posted on the City's website and distributed to interested stakeholders, including community groups, business organizations, and individuals who have requested notification on TDM-related topics.

PWK/BP-05-05-26M

Attachments:
1. Draft Citywide Transportation Demand Management Ordinance
2. Draft TDM Program Standards
3. Draft TDM Toolkit
4. Environmental Planning Commission Report dated April 15, 2026

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF MOUNTAIN VIEW
REPEALING AND REENACTING ARTICLE X OF CHAPTER 19 OF THE MOUNTAIN VIEW CITY CODE TO ESTABLISH A NEW TRANSPORTATION DEMAND MANAGEMENT PROGRAM

WHEREAS, on June 10, 2025, the Mountain View City Council reviewed and recommended the Transportation Demand Management (TDM) policy framework to support development of a citywide TDM Ordinance; and

WHEREAS, the ordinance implements and supports policies and programs adopted by the City, including the Mountain View 2030 General Plan Mobility Element, the Sustainability Action Plan-4, Housing Element actions, and seeks to align with state and regional legislation addressing congestion management and multimodal transportation planning analysis, including Senate Bill 743; and

WHEREAS, the purpose of the ordinance is to reduce single occupancy vehicle travel, incentivize multimodal transportation options, reduce vehicle miles traveled (VMT), improve air quality and public health outcomes; and

WHEREAS, the City seeks to amend Chapter 19 of the Mountain View City Code to add new sections to Article X (Transportation Demand Management) to update the code, improve its clarity, and standardize TDM requirements for new development and for modifications and expansions of existing buildings and sites, thereby advancing key City goals related to improving efficiency of the roadway system, increasing housing options, sustainable transportation, economic development, and environmental quality; and

WHEREAS, the ordinance establishes consistent TDM Program requirements, including trip reduction standards, monitoring and reporting requirements, and compliance and enforcement provisions; now, therefore,

THE CITY COUNCIL OF THE CITY OF MOUNTAIN VIEW DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Chapter 19, Article X, of the Mountain View City Code is repealed in its entirety and reenacted as set forth below.

SEC. 120 - Purpose.

A. The purpose of this ordinance is to:

1. Comply with the provisions of California Government Code Section 65089.3 regarding congestion management on a regional level to improve air quality within the city and the region through reduction of congestion and traffic impacts.

2. Reduce single-occupancy vehicle (SOV) trips for new development and increase use of multimodal transportation options.

3. Expand access to affordable and reliable transportation options for all individuals who live and/or work in the City of Mountain View.

4. Reduce traffic and congestion by optimizing the efficiency of the roadway system and capacity.

5. Address the transportation impacts resulting from new development by providing sustainable, accessible, and affordable transportation options that support the journeys of people of all income levels and modal choices.

6. Ensure that new development is designed to support sustainable transportation choices for residents, employees, and visitors. The provisions contained herein implement the Mobility Element of the 2030 General Plan, Precise Plan requirements, Greenhouse Gas Reduction Program (GGRP), Sustainability Action Plan-4, Housing Element Action Items, state legislation including Senate Bill (SB) 743, the Sustainable Communities and Climate Protection Act of 2008 (SB 375), the California Global Warming Solutions Act of 2006 (AB 32), the California Complete Streets Act of 2008, Employee Parking Cash out Program (AB 2206), and the Bay Area Air District (BAAD) Regulation 14.

7. Improve air quality and public health outcomes, and reduce Mountain View's contribution towards climate change through encouragement of sustainable mobility options and reduction of Vehicle Miles Travelled (VMT) and associated greenhouse gas (GHG) emissions generated by driving.

8. Reduce dependence on drive-alone trips and increase sustainable mode share to comply with the directives of SB 743, including facilitating a multimodal transportation system, and applicable requirements under Bay Area Air District (BAAD) Regulation 14.

9. Support integrating land use and transportation planning by improving efficient use of infrastructure that incentivizes use of multimodal transportation options.

10. Establish citywide requirements for the Transportation Demand Management (TDM) Program, including Transportation Demand Management Plans (TDM Plans) and associated monitoring and reporting to ensure that applicable developments contribute to achieving the City's transportation, sustainability, and mobility goals.

11. Maintain flexibility to incorporate evolving technologies, travel behaviors, and countywide TDM efforts, ensuring the TDM Program reflects changing conditions and travel preferences.

SEC. 121 - Definitions.

A. The following definitions apply to words and phrases used in this Chapter and any administrative instructions, handbooks, or other materials implementing this Chapter:

1. "Applicant" shall mean any individual, firm, limited-liability company, association, partnership, political subdivision, government agency, municipality, industry, public or private corporation or any other entity whatsoever who applies to the city for the applicable permits to undertake a construction, demolition or renovation project within the city.

2. "Average daily trips (ADT)" means the average number of vehicle trips recorded at a specific location over a 24-hour period, typically calculated by summing directional counts.

3. "Average daily trip reduction target (ADT reduction target)" means a goal established to reduce the number of vehicle trips generated by a site on a daily basis, expressed as a percentage of baseline trip generation.

4. "Certificate of Occupancy" defined as in Section 42.31(a) of the Mountain View City Code as amended from time to time.

5. "Change of Use Form" is documentation submitted by the Applicant to note a change of land use.

6. "Conditions of Approval" means requirements imposed by the City as part of the development review process, which must be satisfied for a Project to proceed or receive development permits.

7. "Developer" as defined in Section 47.3 of the Mountain View City Code as amended from time to time.

8. "Developer Handbook" means a guide provided by the City to assist developers in understanding the TDM process during permit review process and instructions for preparing a TDM Plan.

9. "Development Permit" applies to a fire or building permit, planning permit, or public works permit that is issued by the City allowing construction, alteration, or use of land or buildings in accordance with zoning and building codes.

10. "Employer" any person, including corporate officers or executives who directly or indirectly through any other person, including through the services of a temporary employment agency, staffing agency, or similar entity, retains, hires, engages, or exercises control over the wages, hours, or working conditions of any other person.

11. "Enhanced TDM" is any residential Project proposing to enhance features of a TDM Plan by selecting additional TDM strategies or achieving a higher trip reduction goal

than what is required by this Ordinance or state law, allowing the Developer to obtain the benefit of residential parking reductions or exemptions from parking requirements, in accordance with the City's Housing Element.

12. "High-Quality Transit Corridor" has the meaning set forth in California Public Resources Code Section 21155(b), as that section may be amended or renumbered from time to time.

13. "High Quality Transit Area" means those areas within one-half (0.5) mile of a High-Quality Transit Corridor or a Major Transit Stop.

14. "Major Transit Stop" has the meaning set forth in California Public Resources Code Section 21064.3, as that section may be amended or renumbered from time to time.

15. "Mixed-Use" means a development type that integrates residential, commercial, and/or institutional uses within a single building or site used by commuters or travellers within a defined area.

16. "Multi-Modal Transportation Analysis Handbook (MTA Handbook)" means the City of Mountain View document which contains technical guidance for preparing multi-modal transportation analyses for individual development Projects, as may be amended.

17. "Parking Management Plan" means a strategic plan submitted with development proposals that outlines how parking will be provided, managed, and integrated with Transportation Demand Management (TDM) strategies.

18. "Patron-driven Uses" means non-residential uses whose trip generation is primarily patrons, rather than employees, including child care, religious institutions, community centers, indoor recreation and fitness centers, schools, studios, retail (general merchandise, grocery, and similar), restaurants, personal services, entertainment, medical services, banks and financial services, hotels and motels, service stations, repair and maintenance of vehicles and consumer products, and similar uses. The Public Works Department may use any available data to determine if more than 50% of a use's trip generation are typically patrons.

19. "Peak Hour Traffic (PHT)" means the highest volume of traffic observed during a one-hour period, typically during morning or evening commute times.

20. "Peak Period Trips" means trips occurring during designated peak travel periods, usually defined as 6–9 A.M. and 4–7 P.M. on weekdays, when traffic congestion is highest.

21. "Planning Permit" means a type of development permit issued by the City allowing for residential or business renovation, new development, or alteration of land or buildings in accordance with zoning and building codes."

22. “Project” means a construction or reconstruction project that requires a zoning permit or building permit under Chapter 47 of the Mountain View Code.

23. “Property Manager” means an individual or entity responsible for the day-to-day operation, maintenance, and oversight of a residential, commercial, and/or mixed-use property.

24. “Property Owner” means any legal person possessing a present possessor interest in real property, including leases with a term of thirty-five (35) years or greater.

25. “Property Transfer Form” means a form used to document the transfer of ownership in real property.

26. “Single-occupancy vehicle (SOV)” means a motor vehicle occupied by only the driver during a commute or trip.

27. “Site” means a parcel or group of parcels of land considered as a unit for development or land use purposes.

28. “Telecommuting” means a work arrangement where employees perform job duties remotely, typically from home, under a formal agreement with their employer.

29. “Transit-Oriented Development (TOD)” means Projects that are located within one-half (0.5) mile of High-Quality Transit as defined in California Public Resources Code, Section 2115(b) and Section 21064.3, as may be amended.

30. “Transportation Coordinator” means a designated individual responsible for implementing and managing Transportation Demand Management (TDM) strategies at a development site, including commuter programs and travel surveys, if applicable.

31. “Transportation Information Worksheet (TIW)” is submitted by the Applicant to the City review of a proposed development Project and/or use permit.

32. “Transportation Demand Management Agreement (TDM Agreement)” means a formal agreement between a developer and the City outlining TDM requirements, including the implementation of TDM Strategies, monitoring, and enforcement provisions.

33. “Transportation Demand Management Plan (TDM Plan)” means a Project's documentation, including a site plan and/or other documentation, that describes the TDM Strategies the Project will implement in order to comply with the TDM Ordinance for the Project site as approved by the Public Works Director or Designee.

34. “Transportation Demand Management Program (TDM Program)” means the City of Mountain View policy requiring Projects to incorporate TDM Strategies in their proposed Projects.

35. "Transportation Demand Management Program (TDM Program) Standards" means the City of Mountain View's Standards that contain details of the TDM Program goals and benefits, processes, ADT targets, TDM Strategies, and evaluation and reporting. These program standards are contained within Appendix J of the City of Mountain View's Multi-Modal Transportation Analysis Handbook.

36. "Transportation Demand Management Report (TDM Report)" means a yearly report submitted by Transportation Coordinators or Property Owners detailing the implementation and effectiveness of TDM strategies, including mode share and trip reduction data.

37. "Transportation Demand Management Strategies (TDM Strategies)" means a programmatic and/or physical strategy that aims to reduce drive-alone trips and/or VMT, and/or encourages sustainable mobility in a way that meets the intent of this Ordinance.

38. "Transportation Demand Management Toolkit (TDM Toolkit)" means a resource guide listing approved TDM strategies, trip reduction potential, and implementation guidelines for Projects to meet ADT reduction targets.

39. "Traffic Counts" means quantitative data representing the number of vehicles passing a specific point over a defined period.

40. "Travel Survey" means a questionnaire distributed to site users (e.g., employees, residents) to collect data on commuting patterns, mode share, and travel behavior.

41. "Trip Cap" means a maximum number of allowable trips generated by a development.

42. "User-Defined TDM Strategy" means a TDM Strategy that is not currently listed in the TDM Program Standards and is proposed by an Applicant for inclusion in a Project's TDM Plan. A proposed User-Defined TDM Strategy shall aim to reduce drive-alone trips and/or VMT, and/or encourage sustainable mobility options in a way that meets the intent of this Ordinance.

43. "Vehicle Miles Travelled (VMT)" means a metric used to measure the total amount of miles driven by motor vehicles within a given area in Mountain View per (day/month/year). https://laserfiche.mountainview.gov/WebLink/DocView.aspx?id=232482&dbid=0&repo=CityDocuments&cr=1

44. "Very Small Project" means any single-family residential development of 12 units or fewer, any multi-family residential development of 20 units or fewer, or any office development that is 10,000 square feet or less.

SEC. 122 - Applicability.

A. This ordinance applies to all Projects seeking discretionary approval of a Planning Permit, to ministerial approvals, changes of use, or renovation Projects that generate 200 or more net new Average Daily Vehicle Trips (ADT).

B. TDM Programs shall be required in all new developments and redevelopment meeting the criteria set forth in this chapter. Developments in an area subject to a precise plan shall comply with any additional or different TDM requirements imposed by that precise plan.

C. The following Projects are exempt from the requirements of this chapter:

1. Projects for which an application has been deemed complete by the City on the date this ordinance goes into effect.

2. Projects with 100% restricted affordable units, excluding unrestricted manager units that are:

a. Deed restricted by a public entity for at least 55 years period for rental units and at least 45 years for for-sale units to low-income residents (earning 80 percent or less of the Area Median Income) and;

b. Developed at a minimum density of 35 dwelling units per acre, and;

c. Located in a High-Quality Transit Area, defined as areas within one-half (0.5) mile of a high-quality transit corridor or major transit stop. A high-quality transit corridor is defined in the California Public Resources Code, Section 2115(b) as may be amended. A major transit stop is defined in the California Public Resources Code, Section 21064.3, as may be amended.

3. Very Small Projects as defined by Section 121 of this Chapter.

4. Patron-driven Uses less than 100,000 feet.

SEC. 123 - Annual TDM Fee.

A. The Council may establish by resolution an Annual TDM Fee for TDM activities reviewed by the City and monitoring of all sites subject to the requirements of this Chapter. All fees collected pursuant to this Chapter shall be deposited in an account separate from the General Fund. The purpose of the fee is to pay for the costs of administration, maintenance, and enforcement of this Chapter.

B. The amount of the Annual TDM Fee may be revised annually based on the change in the Consumer Price Index for all Urban Consumers (CPI-U) as published by the Bureau of Labor Statistics for the Metropolitan Statistical Area or Combined Statistical Area inclusive of Mountain View, or any successor index that the City Council may designate by resolution. Any adjustment shall be reflected in the City's Master Fee Schedule.

C. Details regarding administration of the annual TDM fee are included in the TDM Program Standards.

SEC. 124 - Transportation Demand Management Plan Requirements.

A. Projects shall submit a Transportation Demand Management Plan (TDM Plan) at the time of formal application for a Planning Permit, Ministerial Approval, or Building Permit. The Planning Permit, Ministerial Approval, or Building Permit shall not be deemed complete until the TDM Plan is submitted and meets the requirements of the City's TDM Program Standards, which are provided in Appendix J of the City of Mountain View Multi-Modal Transportation Analysis (MTA) Handbook.

B. The City shall prepare and issue a Developer Handbook to the Applicant, Property Owner, Property Manager or Employer that provides an overview of the TDM process during permit review process and instructions for preparing a TDM Plan.

C. All TDM requirements established in this Chapter shall run with the land and be binding upon all current and future Property Owners. An approved TDM Plan shall be recorded in the Project's Conditions of Approval and memorialized in a TDM Agreement that runs with the land, prior to issuance of building permit(s). If an owner of a Project subject to the TDM ordinance executes a lease with a tenant or sells the property to a new owner, the current owner shall ensure that the terms of the TDM Agreement are disclosed to the new owner or tenant as a condition of sale or lease. Property Owners hold ultimate responsibility for ensuring that all TDM reporting and ADT reductions requirements are met, regardless of whether they are filed by the owner or tenant.

D. A Property Transfer Form must be completed and submitted to the City within thirty (30) calendar days of any change in property ownership. This form shall document that the new Property Owner is aware of all applicable TDM obligations and agrees to implement the approved TDM Plan associated with the site. Failure to submit the Property Transfer Form shall be subject administrative citation in accordance with City Code Section 1.7

E. The Applicant will select strategies from the Transportation Demand Management Toolkit, contained in the TDM Program Standards, to achieve the required level of trip reduction in net new ADT. The ADT reduction targets are based on Project size and associated ADT levels (Table 1).

    a. For the purposes of this chapter, residential, non-residential and Transit-Oriented Development (TOD) Projects shall be subject to reduced ADT reduction targets. For the latter, TOD Projects are located within one-half (0.5) mile of High-Quality Transit as defined in California Public Resources Code, Section 2115(b) and Section 21064.3,as may be amended.

Table 1. ADT Reduction Targets by Project Size

Project Size	Residential & Transit-Oriented Development (TOD)	Non-Residential & Non-Transit-Oriented Development (Non-TOD)
Small (200–499 ADT)	20%	30%
Medium (500–999 ADT)	30%	40%
Large (1,000+ ADT)	40%	50%

F. ADT shall be calculated by a Transportation Impact Study (TIS) when a development is anticipated to impact the adjacent roadway network and capacity, where mitigations are necessary to support the mobility and connectivity of the proposed site. The MTA Handbook and associated TDM Program Standards jointly identify effective TDM strategies as a cost-effective means to reduce traffic congestion, improve air quality, address parking demand, provide affordable transportation, improve community health and expand transportation options in all areas of the City.

G. The TDM Plan will comprise a range of Core Strategies and Auxiliary Strategies to achieve the ADT reduction target. Applicants shall select from a range of strategies based on levels of effectiveness for trip reduction, provided in the MTA Handbook's TDM Toolkit (TDM Program Standards).

H. Projects shall select the requisite number of Core Strategies to achieve the required ADT reduction target. Additionally, Projects will be required to adopt Auxiliary Strategies to successfully implement the TDM Plan:

   1. Small Projects: At least two (2) Auxiliary Strategies

   2. Medium Projects: At least three (3) Auxiliary Strategies

   3. Large Projects: At least five (5) Auxiliary Strategies

I. Residential Projects meeting enhanced TDM criteria shall be exempt from residential minimum parking standards in Chapter 36. Enhanced TDM criteria shall include one of the following:

   1. The residential Project shall meet an ADT reduction target of at least 5% greater than otherwise required in Table 1; or

2. The residential Project shall adopt one additional core strategy and two additional auxiliary strategies over the minimum requirements of this Chapter.

J. An Applicant may propose a User-Defined TDM Strategy as an alternative to those contained in the menu of TDM Strategies in the MTA Handbook's TDM Toolkit (TDM Program Standards). This process shall be incorporated into the Planning Permit or Ministerial Permit application review. The Public Works Director or the Director's designee, in consultation with the TDM Coordinator, shall have decision-making authority to approve a User-Defined TDM Strategy.

K. Prior to final inspection granting certificate of occupancy, the Applicant, Property Owner, Property Manager or Employer must show that all TDM Strategies included in the Project Conditions of Approval will be available as soon as the site is occupied. The TDM Plan shall run for the life of a Project, be binding on any current and future Property Owner, Property Manager or Employer and be referenced as part of the Conditions of Approval.

SEC. 125 - Modifications to Approved Transportation Demand Management Plans.

A. The Property Owner or Developer may submit a request to the City to revise a TDM Plan. The revised TDM Plan will be subject to review by City staff and approval by the Public Works Director or Designee.

B. All modified TDM Plans must comply with the TDM Program Standards in effect at the time when submitting their first TDM Plan. If the Public Works Department updates the TDM Program Standards subsequent to the date the Applicant submitted a TDM Plan, the Applicant may elect to have their Project be subject to all requirements of the current version of the TDM Program Standards by submitting a revised TDM Plan for approval, unless otherwise required by applicable law.

C. The TDM Agreement must be updated concurrently with any approved TDM Plan modifications and remain in effect for the life of the property.

SEC. 126 - Administration.

A. Upon enactment of this ordinance, the City shall establish, maintain and update the TDM Program Standards, which may be modified by the Public Works Director to ensure the ongoing implementation and operations of its provisions, and other necessary components of the TDM Program outlined in this section. The TDM Program Standards shall be consistent with the purpose of this chapter. The TDM Program Standards shall include the following:

1. TDM Program overview;

2. TDM Strategies and their associated ADT reduction levels and cost estimates by various land use types; and

3. TDM Program compliance, monitoring, and reporting requirements.

B. The TDM Program Standards shall be reviewed and evaluated periodically, as deemed appropriate by the City, to:

   1. Provide feasible options to Project Applicants for meeting TDM Program goals and outcomes; and

   2. Reflect best practices in other jurisdictions, emerging technologies, and/or respond to lessons learned from monitoring, reporting, enforcement, and evaluation.

C. Applicants shall meet all requirements of the TDM Program Standards in effect when the application or SB 330 preliminary application is deemed complete by City staff. If the City updates the TDM Program Standards subsequent to the date the Applicant submitted a TDM Plan, the Applicant may submit a revised TDM Plan for review and approval.

SEC. 127 - Monitoring and Reporting Requirements.

A. Applicable Projects must meet post-occupancy vehicle ADT reduction targets, as demonstrated through traffic counts and/or travel surveys, or an alternative methodology proposed by the Applicant and approved by City staff.

   1. Exemptions

      a. The following uses will not be subject to post-occupancy review of ADT reduction targets and site-specific trip caps, and will not be required to submit traffic counts or travel surveys:

         i. Residential uses

         ii. Patron-driven Uses

B. All Projects will submit an annual TDM Report to the Public Works Director or Designee on or before January 31, reporting on the previous year, to document the effectiveness of the TDM program in achieving the objectives as outlined in the Project's TDM Plan. The first annual report shall be submitted one year after the site receives the Final Certificate of Occupancy.

C. The City shall provide a template TDM Report to the Applicant, Property Owner, Property Manager or Employer to use in creating the annual TDM Report. Projects must submit the annual report documenting TDM implementation and outcomes. Reporting requirements are as follows, described in Table 2:

Table 2. TDM Reporting Requirements by Project Size

Reporting Element	Project Size		
	Small (200–499 ADT)	**Medium (500–999 ADT)**	**Large (1,000+ ADT)**
TDM Report	Annually, for first 3 years after occupancy	Annually, for first 10 years after occupancy	Annually, for first 20 years after occupancy
Travel Survey (Except residential and Patron-driven Uses)	Annually, for 3 years	Annually, for 10 years	Annually, for 20 years
Traffic Counts (Except residential and Patron-driven Uses)	Annually for 3 years	Annually, for 10 years	Annually, for 20 years

SEC. 128 - Compliance and Enforcement.

A. Compliance.

1. The City shall not issue a Planning Permit, ministerially approve a development, a Building Permit, or a Certificate of Occupancy to a Property Owner that is not in compliance with the requirements of this Chapter.

2. Prior to issuance of a Certificate of Occupancy, the Property Owner shall facilitate a site inspection by City staff to confirm that all approved physical improvements related to Project's TDM Conditions of Approval have been implemented and/or installed. The Property Owner shall also provide documentation that all approved Strategies in the Project's TDM Plan will be implemented. The process and standards for determining compliance shall be specified in the TDM Program Standards.

3. Compliance with the approved TDM Plan and associated ADT reduction targets shall be determined by monitoring and reporting activities. Requirements to implement and maintain the TDM Plan shall be recorded in the Project's Conditions of Approval and memorialized in a TDM Agreement that runs with the land, prior to building permit issuance.

4. The site's Transportation Coordinator shall ensure all reporting and implementation requirements are met.

B. Enforcement.

1. A violation of this Chapter is subject to enforcement in accordance with City Code Section 1.7 (Procedure for Enforcement).

2. A violation of this Chapter is also enforceable through all other civil and administrative remedies available to the City. Violations of this Chapter include:

    a. Failure to submit a TDM Plan;

    b. Failure to maintain required TDM Strategies.

    c. Failure to submit a Property Transfer Form or Change of Use Form within thirty (30) calendar days of any change in property ownership.

    d. Failure to maintain on record with the City the Project's current Transportation Coordinator information.

    e. Failure to submit annual reporting on time;

    f. Except residential and Patron-driven Uses, failure to meet ADT reduction target/ exceeding the site's trip cap after two years of annual reporting.

3. The amounts of the fines for violations imposed pursuant to this Chapter shall be set forth in the schedule of fines established by Council resolution and adjusted annually according to the CPI.

4. If a Project commits a violation, the City shall issue a written warning and the Project shall have thirty (30) calendar days from receipt of the notice to correct the violation. If the Project continues to commit the violation sixty (60) calendar days after receipt of the first written warning, the Project shall be subject to penalties which may include, but not be limited to, actions such as: monetary penalties, administrative fines/citations, and/or withholding of building, grading, demolition, foundation, use of land or change of use permits, or Certificates of Occupancy.

5. Penalty revenues collected under this Chapter shall be allocated to a dedicated City fund for TDM program administration, monitoring, and enforcement, and may also be used to support citywide or area-wide TDM Strategies and/or multimodal transportation improvements.

6. Costs incurred by the Property Owner for implementing supplemental TDM Strategies to support returning to compliance may be counted towards penalty fees.

7. The assessment of such fees may be waived due to no fault of the Project, where:

    a. The implementation of required TDM strategies is found to be infeasible due to unavailability of a service provider.

b. Economic hardship, such as the loss of all viable value or use of the property resulting from Ordinance-related fees

c. TDM strategy implementation cannot be maintained due to achieving an insufficient level of vacancy (less than 50% floor area/square footage).

d. A conversion of at least 25% of the building to an exempt or patron-based use, or is occupied by a non-profit organization. The project will still be subject to meeting all trip reduction standards applicable to the remaining uses of the project.

e. Updates to the ITE trip generation manual or other sources, which warrant reviewing the initial assumptions and methodologies of previously established trip generation rates..

f. City may request supplemental information to substantiate any of the above exemption provisions.

SEC. 129 - Records and Audits.

A. Projects shall maintain and preserve, for the life of the Project, such records as may be necessary to demonstrate compliance with this Chapter.

B. Projects may be subject to periodic audits to confirm compliance with the TDM Program. Audits may also include but are not limited to:

1. City-administered traffic counts during a representative week to validate vehicle trip survey data.

2. Review of travel survey data;

3. Other compliance measures as determined by the Public Works Director or Designee.

SECTION 3. **CEQA.** The City Council finds, pursuant to Title 14 of the California Code of Regulations, Section 15307 that this ordinance is not subject to the California Environmental Quality Act (CEQA) because it is an action undertaken by a local agency for the purposes of protecting natural resources. The City Council also finds that on a separate and independent basis, pursuant to Title 14 of the California Code of Regulations, Section 15308 that this ordinance is not subject to the California Environmental Quality Act (CEQA) because it is an action undertaken by a local agency for the purposes of protecting the environment.

SECTION 4. **Severability.** If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be unconstitutional, such decision shall not affect the validity of the other remaining portions of this ordinance. The City Council hereby declares that it would have

passed this ordinance and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional.

SECTION 5. **Publication.** Pursuant to Mountain View City Charter section 522, at least two (2) days prior to final adoption of this ordinance, the City Clerk shall post the ordinance in three (3) prominent places in the City and publish in the City's official newspaper notice setting forth the title of the ordinance, the date of its introduction, and a list of the places where copies of the ordinance are posted.

SECTION 6. **Effective Date.** Pursuant to Mountain View City Charter section 519, this ordinance shall become effective thirty (30) days after the date of its adoption.

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To	City of Mountain View	**Memo**	
From	Steer		
Date	30 April 2026		
Project	City of Mountain View TDM Ordinance	Project No.	24363902

Transportation Demand Management (TDM)

Program Standards

The City's Transportation Demand Management (TDM) Program Standards updates the review process for assessing transportation operational effects of a development project or plan, consistent with the City's Multi-Modal Transportation Analysis (MTA). The level of transportation review required for a development project is tailored to the size, land use and context of the proposed site, and runs concurrent with the Planning Department's Development Review Process. A Transportation Impact Study (TIS) will be required when a development is anticipated to impact the adjacent roadway network and capacity, where mitigations are necessary to support the mobility and connectivity of the proposed site. The TDM Program Standards expand upon the MTA Handbook's technical transportation analysis review of projects in Mountain View, consistent with the General Plan and Precise Plan goals and policies intended to:

- To reduce single occupancy vehicle (SOV) trips and increase mode share of walking, biking, carpooling, and transit.
- Streamline and standardize the Transportation Analysis review process for new development.

The MTA Handbook and General Plan jointly identify TDM programs as a cost-effective means to reduce traffic congestion, improve air quality, address parking demand, provide affordable transportation, improve community health and fitness levels, and promote urban livability while expanding transportation options in all areas of the City.

The update to TDM Program Standards in the MTA Handbook is designed to provide a clear and standardized approach for new development to implement sustainable transportation choices for residents, employees, and visitors. They support the implementation of enhanced TDM criteria, as outlined in **Housing Element** Action Items 1.2(c) and 1.3(d). Specifically, the Standards define the criteria under which residential projects may qualify for exemptions from parking requirements by proposing TDM plans with enhanced features. The Standards include a menu of TDM strategies that developers can choose from to meet trip reduction goals, offering a range of approaches that vary in scale, implementation, and cost. This framework allows projects to design purpose-built TDM plans suitable for varying contexts while also advancing the City's broader goals for mobility, sustainability, and increasing housing access.

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TDM Program Standards Contents

These TDM Program Standards contains the specific requirements necessary for a new development project to comply with the City of Mountain View's Transportation Demand Management (TDM) Ordinance. The document is organized as follows:

- **Section 1. Applicability:** Defines which projects are subject to the TDM Ordinance and outlines exemption criteria.
- **Section 2. TDM Program Process:** Describes the overall TDM compliance process and clarifies the roles and responsibilities of the developer/applicant, property owner, Transportation Coordinator, and City staff.
  Section 3. TDM Plan Process: Describes the process for preparing a TDM Plan, and the City's review and approval process.
  Section 4. TDM Plan Monitoring & Reporting: Explains the two phases of monitoring and reporting processes and the required steps that must be taken to maintain ongoing compliance.
  Section 5. Non-Compliance: Describes what actions and inactions constitute non-compliance, the grace period provided to projects to resolve non-compliance issues, and potential penalties and enforcement actions the City may take to remedy non-compliance.
- **Section 6. Glossary of Terms:** Provides definitions for key terms used throughout this document.
- **Appendices:** Provides templates, resources, and detailed descriptions of TDM strategies (i.e., the TDM Toolkit)

Section 1. Applicability

The City of Mountain View's Transportation Demand Management (TDM) Ordinance (Chapter 19, Article X) applies to new development projects, major renovations, and changes in use that generate significant net new vehicle trips. Specifically, projects must comply with the TDM Ordinance and these Standards if the project:

- Seeks discretionary approval of a Planning Permit, ministerial approval, change of use, or renovation; **and**
- Will generate **200 or more net new Average Daily vehicle Trips (ADT).**

The following types of projects are **exempt** from TDM requirements:

- Projects for which an application has been deemed complete by the City on or before the effective date of this Ordinance.
- Projects that provide 100% restricted affordable units (excluding unrestricted manager units) that are:
  - Deed restricted by a public entity for at least 55 years (rental) or 45 years (for-sale) to low-income residents (≤80% Area Median Income).
  - Developed at a minimum density of 35 dwelling units per acre (DU/AC).
  - Located in a High-Quality Transit Area (HQTA), defined as areas within one-half (0.5) mile of a high-quality transit corridor or major transit stop. A high-quality transit corridor is defined in the California Public Resources Code, Section 2115(b) as may be amended. A major transit stop is defined in the California Public Resources Code, Section 21064.3, as may be amended.
- Very Small Projects, defined as any single-family residential development of 12 units or fewer, any multi-family residential development of 20 units or fewer, or any office development that is 10,000 square feet or less.

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- Patron-driven Uses less than 100,000 square feet. Patron-drive Uses are non-residential uses whose trip generation is primarily patrons, rather than employees, including child care, religious institutions, community centers, indoor recreation and fitness centers, schools, studios, retail (general merchandise, grocery, and similar), restaurants, personal services, entertainment, medical services, banks and financial services, hotels and motels, service stations, repair and maintenance of vehicles and consumer products, and similar uses. The Public Works Department may use any available data to determine if more than 50% of a use's trip generation are typically patrons.

The Program Standards advance a streamlined approach of applying TDM requirements citywide to ensure new development can more effectively navigate the entitlement process and maintain ongoing compliance with required trip reduction strategies. This program builds on past experience and brings consistency and clarity to TDM requirements that make it easier for residents, tenants, employees, and visitors to access sustainable travel modes such as transit, carpooling/vanpooling, walking, rolling, biking, and scooting.

Previously entitled and built projects may opt into the current TDM Program in place of their existing TDM Plan requirements, subject to City staff review and approval. Benefits of opting into the program include a streamlined pathway for updating TDM Plans, as well as simplified monitoring and reporting requirements.

Section 2. TDM Program Process

The following diagram illustrates the key steps and responsibilities involved in complying with the City of Mountain View's TDM Ordinance. It provides a visual timeline from project application through ongoing monitoring, highlighting the roles of the developer/applicant, property owner, Transportation Coordinator, and City staff at each phase of the process.

Entitlement / Project Application

- Developer/Applicant:
  - Identify applicability (Average Daily Trips should be identified through the standard Transportation Analysis process as outlined by the City's MTA Handbook)
  - Prepare and submit TDM Plan Form with application
- City Staff:
  - Review TDM Plan Form
  - Provide feedback and request revisions (as needed)
  - Approve final TDM Plan

Construction / Pre-Occupancy

- Developer/Property Owner:
  - Execute TDM Agreement (prior to building permit issuance)
  - Designate on-site Transportation Coordinator (TC) and provide TC contact information
  - Implement approved TDM strategies (physical and programmatic)
  - Submit proof of strategy implementation (contracts, marketing materials, photos, etc.)
- City Staff:
  - Conduct site inspection
  - Confirm implementation of TDM strategies
  - Issue Certificate of Occupancy

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Occupancy

- Property Owner or Transportation Coordinator:
  - Launch on-site TDM program for tenants/employees, per approved TDM Plan
  - Maintain required strategies and propose any modifications/improvements as needed
  - Ensure ongoing communication and engagement to support utilization of TDM strategies
- City Staff:
  - Monitor initial compliance
  - Support participating projects with technical guidance

Ongoing Monitoring & Reporting

- Property Owner or Transportation Coordinator
  - Submit Annual TDM Reports
  - Conduct annual travel surveys and traffic counts (if applicable)
  - Update TDM Plan (as needed)
  - Notify City of property transfer or Transportation Coordinator change (if applicable)
- City Staff:
  - Review Annual TDM reports
  - Provide feedback and request corrective actions (if needed)
  - Enforce compliance and penalties for non-compliance

Roles Key:

- Developer/Applicant: Responsible for preparing and submitting TDM Plan and implementation
- Property Owner: Ultimately responsible for ongoing compliance, reporting, and addressing any related non-compliance issues
- Transportation Coordinator: Main contact for TDM program, reporting, and TDM Plan updates
- City Staff: Review, approval, monitoring, enforcement, and technical support

Section 3. TDM Plan Process

3.1 Entitlement Process Requirements

3.1.1. Determine Project Applicability

Any project that meets the applicability criteria of Mountain View Municipal Code Chapter 19, Article X, Sec. 122, as outlined in ***Section 1 Applicability*** of these Standards will be subject to the TDM Program requirements. Subject projects must submit a TDM Plan form and administrative fee along with the development application.

3.1.2. TDM Performance Targets (ADT Reduction Targets)

Each project subject to the TDM Program must meet a specified **Average Daily Trip (ADT) reduction target**. Average daily trips is a standard metric used in transportation planning to estimate the total number of vehicle trips entering and exiting a site over the course of a typical day, consistent with the **Institute of Transportation Engineers (ITE) Trip Generation Manual**. ADT is calculated as follows:

$$ADT = \frac{\text{Total vehicle trips (inbound \& outbound) over count period}}{\text{Number of days counted}}$$

The ADT reduction targets are tiered based on project size and land use (see Table 1).

Transit-Oriented Development (TOD) projects are those located in a High-Quality Transit Area (HQTA), defined as areas where at least fifty percent (50%) of the project area is within one-half (0.5) mile of a high-quality transit corridor or a major transit stop. A high-quality transit corridor is defined in California Public Resources Code Section **21155(b),** as may be amended, and a major transit stop is defined in California Public Resources Code Section **21064.3**, as may be amended. Such transit facilities may include: (a) an existing rail station or ferry terminal served by bus or rail; (b) a bus stop with peak service frequency of fifteen (15) minutes or less; or (c) a planned rail station or planned ferry terminal served by bus or rail.

Table 1. ADT Reduction Targets by Project Size

Project Size	Residential & Transit-Oriented Development (TOD)	Non-Residential & Non-Transit-Oriented Development (Non-TOD)
Small (200–499 ADT)	20%	30%
Medium (500–999 ADT)	30%	40%
Large (1,000+ ADT)	40%	50%

The ADT reduction target is calculated from the project's estimated trip generation. Please see Chapter 4 of the **City of Mountain View Multi-Modal Transportation Analysis (MTA) Handbook** for undertaking trip generation analyses.

ADT for Mixed-use projects:

- Mixed-use projects that have a **non-residential component under 50,000 square feet** (presumed to have a less than significant impact on VMT per the City of Mountain View Multi-Modal Transportation Analysis Handbook) must calculate net new ADT using only the residential portion;
- Mixed-use projects with a **non-residential component of 50,000 square feet** or more must calculate net new ADT for each land use type discretely and then sum for the total project trip generation.

3.1.3. Enhanced TDM Criteria for Residential Projects

The TDM Program Standards include provisions to support implementation of the City's adopted **Housing Element**:

> Action Item 1.3(d): adopt a TDM Ordinance that provides clear requirements for residential trip reduction across the city, while also allowing developers to meet TDM goals through a range of strategies, including lower-cost options.

Residential projects that seek exemptions from the City's minimum parking requirements or other development standards must meet certain criteria that exceed minimum TDM requirements. These

criteria serve to enhance a project's TDM Plan by exceeding base requirements to reduce vehicle trips and support uptake of alternative transportation choices.

To satisfy the enhanced TDM criteria, a residential project must either:

1) exceed its applicable ADT reduction target by *at least five percent (5%);* ***or***
2) adopt one (1) additional Core Strategy and two (2) additional Auxiliary Strategies over the minimum required number.

For example, a residential project with a required ADT reduction target of 30% would need to achieve a 35% reduction to be considered as meeting the enhanced criteria. Alternatively, the applicant may select one additional complementary Core Strategy and two Auxiliary Strategies from the TDM Toolkit or propose an unlisted measure with approval from City staff.

Residential projects that meet enhanced TDM criteria may be eligible for exemptions from minimum parking requirements, consistent with Housing Element Action Item 1.2(c) and 1.3(d), which identifies "residential parking reductions for projects that implement TDM and exempt parking requirements from projects meeting enhanced TDM criteria."

The enhanced criteria are intended to incentivize higher levels of trip reduction for residential projects and support the City's broader goals related to expanding affordable housing and access to multimodal transportation options. The City may periodically review and update the enhanced TDM criteria to reflect evolving best practices, local conditions, and policy objectives.

3.1.4. Prepare a TDM Plan

To achieve the necessary vehicle trip reductions, the developer or applicant can select a range of TDM strategies from the TDM Toolkit best suited to support future building occupants in selecting alternative transportation options (see Appendix A). The TDM Toolkit contains a list of measures that reflect varying levels of effectiveness for reducing trip generation. The TDM strategies are grouped into two categories of Core and Auxiliary strategies.

The applicant should select the requisite number of Core Strategies to achieve the required ADT reduction. The Toolkit is designed to offer a menu of TDM strategies that vary in scale and cost, allowing projects to design site-specific TDM Plans fit for purpose.

TDM In Practice

- Applicant proposes a 75,000 sq ft development for future office/commercial use, which has an estimated trip generation of 520 ADT
- It is located 0.4 miles from the Mountain View station and therefore qualifies as a Transit Oriented Development (TOD)
- The estimated 520 ADT places the project in the medium-sized TOD category, requiring a 30% ADT reduction.
- The applicant would select from the requisite number of strategies from the TDM Toolkit to achieve at least a 30% ADT reduction in aggregate.
- Post-occupancy, this translates into a trip cap of 364 ADT (520 ADT × 0.7 = 364 ADT)
- To successfully meet compliance, the site must not exceed 364 average daily vehicle trips, measured as the total number of vehicle trips entering and existing the site over a 24-hour period, averaged over the representative days for which monitoring occurred.

To support implementation of Core Strategies, the project will be required to adopt a set number of Auxiliary Strategies in accordance with project size. The tiered requirement for Auxiliary Strategies is as follows:

- Small Projects: At least 2 Auxiliary Strategies
- Medium Projects: At least 3 Auxiliary Strategies
- Large Projects: At least 5 Auxiliary Strategies

The applicant will document the selected Core and Auxiliary strategies by submitting a TDM Plan Form (see Appendix B) as part of the initial application for a Planning Permit, Ministerial Approval, or Building Permit.

Failure to submit a complete and approved TDM Plan Form may delay project review and approval. City staff are available to provide detailed guidance on completing the form. Please contact the Public Works Department at **public.works@mountainview.gov** for support.

3.1.5. TDM Plan Review Process

City staff will review each TDM Plan Form to ensure it is complete and meets the Program Standards. Once submitted, Staff will review the selection of Core and Auxiliary strategies to determine the ability of the project to reduce single occupancy vehicles and incentivize multimodal transportation options. If applicable, City staff will also assess the TDM Plan's level of effectiveness for achieving the required ADT reduction target and meeting the site-specific trip cap, once the building is occupied. Given the range of available TDM strategies, City staff will provide support to ensure the selected measures are appropriate given the project's land use type, size, and location. Revisions may be requested if deemed necessary by Staff.

Once approved by the City, the TDM Plan Form and ADT reduction target will be included as Conditions of Approval for the project. The property owner is ultimately responsible for ensuring that all required TDM strategies are incorporated into project design and planning documents as applicable.

Section 4. TDM Plan Monitoring and Reporting

The TDM Program includes two phases of monitoring and reporting processes. The first process occurs at the time of formal application for a Planning Permit, Ministerial Approval, or Building Permit, and the second process occurs following issuance of the Certificate of Occupancy by the City. Further information on these processes is detailed in the following sections.

Section 4.1 Pre-Occupancy Requirements

The following requirements must be met to demonstrate compliance with the City's TDM Ordinance at the pre-occupancy stage:

4.1.1. Execution of TDM Agreement

Prior to building permit issuance, the property owner must execute a TDM Agreement that outlines the TDM requirements contained within the project's Conditions of Approval (COAs). The Agreement is executed between the City and the property owner, and is binding on current and future property owners.

4.1.2. Designation of a Transportation Coordinator

A Transportation Coordinator (TC) must be designated for the site prior to occupancy. The TC serves as the primary contact for site-level TDM program implementation, including fulfilling the monitoring and reporting requirements. Contact information for the TC is initially provided in the TDM Plan form and must be kept up to date. Should the TC contact information change, the project will be required to submit an updated TDM Plan form.

4.1.3. TDM Strategies Implementation

The property owner and TC are responsible for ensuring that all strategies in the approved TDM Plan are implemented prior to occupancy. This includes confirming that all required amenities and services, such as physical infrastructure (e.g., showers, secure bike storage, etc.), programmatic measures (e.g., unbundled parking), and outreach materials, are in place and ready for use when tenants and/or employees occupy the project.

By establishing these strategies from day one, the property maximizes the likelihood that TDM strategies will be well-utilized and effective, supporting successful outcomes for both site operations and compliance. Acceptable documentation may include, but are not limited to:

- signed contracts or invoices for third-party service providers,
- photographs of on-site facilities,
- receipts or purchase orders (e.g., transit passes, signage, etc.)
- copies of communication materials distributed to tenants or employees (e.g., welcome packets, onboarding materials, flyers, emails, newsletters, website screenshots)
- program schedules or service timetables (e.g., shuttle schedules)

The TC may submit supplemental information in the event that certain strategies will not be fully online prior to occupancy. City staff may accept the following as proof of intent to implement the project's TDM Plan:

- documentation of internal policies or procedures (e.g., lease addenda, property management protocol) that outline commitment to implementing the adopted strategies.
- evidence of budget allocation (e.g., funds set aside for transit subsidies, incentives, or marketing).

For questions about whether other forms of documentation not listed above are acceptable, please contact the Public Works Department at **public.works@mountainview.gov**.

City staff may conduct a site inspection prior to issuance of a Certificate of Occupancy to verify that physical improvements and programmatic measures are in place as specified in the approved TDM Plan form and project Conditions of Approval (COAs).

Section 4.2 Post-Occupancy Requirements

After occupancy, the property owner and Transportation Coordinator will assume responsibility of the operational requirements to implement the TDM Plan. The Transportation Coordinator will be tasked with ongoing communication with tenants and/or employees to ensure building occupants are aware of the multi-modal transportation options available to them. As part of the monitoring requirements for applicable projects, the Transportation Coordinator will lead efforts to promote participation in travel surveys for assessing performance of TDM strategies, as well as facilitate traffic counts at applicable sites to determine compliance with ADT reduction targets (if applicable). Further information regarding the ongoing requirements is provided in the following sections.

4.2.1. Annual Monitoring and Reporting

The property owner or Transportation Coordinator shall be responsible for the following:

- **Annual TDM Report**: Projects required to submit a TDM Plan shall submit an annual TDM Report one year following issuance of the Certificate of Occupancy and on January 31 thereafter. The Report will attest to the on-site implementation of the TDM strategies consistent with the project's Conditions of Approval (COAs).

Non-residential projects (excluding Patron-driven Uses):

- **Travel survey**: Administer a building-wide travel survey to tenants, employees, or residents to collect information about their daily travel patterns, modes of transportation, and commute choices. The property owner and Transportation Coordinator must ensure a 70% response rate to accurately reflect typical onsite travel behavior. The City shall provide sites with a travel survey template to assist with survey administration.
- **Traffic counts**: Conduct onsite traffic counts to measure the number of inbound and outbound vehicle trips generated by the site over a 24-hour period, typically conducted using manual or automated counting methods. Counts must be performed on representative days (e.g., typical weekday conditions during non-holiday weeks, excluding special events, extreme weather, or atypical site operations), and the results are used to verify compliance with the site's ADT Reduction Target and trip cap. **Traffic count location(s) must be confirmed by the City prior to conducting the counts and collected by a third-party.**

Reporting requirements are tiered based on project size, as shown in Table 2.

Table 2. TDM Reporting Requirements

Reporting Element	Small (200–499 ADT)	Medium (500–999 ADT)	Large (1,000+ ADT)
TDM Report	Annually, for 3 years	Annually, for 10 years	Annually, for 20 years
Travel Survey *(Except residential and Patron-driven Uses)*	Annually, for 3 years	Annually, for 10 years	Annually, for 20 years
Traffic Counts *(Except residential and Patron-driven Uses)*	Annually for 3 years	Annually, for 10 years	Annually, for 20 years

An annual TDM Report must be submitted to the City one year following issuance of the Certificate of Occupancy and on January 31 thereafter. The Report will document TDM strategies in place, as well as travel survey results and traffic count data, if applicable. The annual TDM Report will also provide a TDM Plan overview including any updates or changes to the program. Adjustments to the TDM Plan may be necessary in response to tenant or employee turnover or changes in site operations. See **Section 4.3** (Updating a TDM Plan) on the process for updating an existing TDM Plan.

Section 4.3 Updating a TDM Plan

The property owner or Transportation Coordinator may request modifications to the site's approved TDM Plan if site conditions or operations change. An updated TDM Plan form must be submitted to the City for review and approval. Public Works staff are available to provide guidance on which strategies might be most effective in supporting current site needs and opportunities.

Upon approval of an updated TDM Plan, the project's TDM Agreement must also be modified and accepted by all parties to reflect the revised commitments and responsibilities.

Section 4.4 Property Transfer, Ownership Change, or Change of Use

When a property subject to the City's TDM Ordinance is sold or transferred, the following process must be completed to ensure ongoing monitoring and reporting compliance:

- The current property owner must submit a Property Transfer Form or Change of Use Form to the Public Works Department within thirty (30) calendar days of any change in property ownership or use.
- The Property Transfer Form serves as official notification of the transfer and facilitates the acceptance of all applicable TDM obligations by the new property owner. The Property Transfer Form will include the updated contact information of the re-assigned Transportation Coordinator.
- Following the City's acceptance of the Property Transfer Form, the new property owner and/or management will execute an amendment to the original TDM Agreement with all parties prior to receiving the Certificate of Occupancy (if applicable). The amended TDM Agreement will complete the transfer of TDM obligations between parties and ensure ongoing compliance with monitoring and reporting activities.

Failure to complete the Property Transfer Form or Change of Use Form with the required information may result in enforcement actions or penalties.

Section 5. Non-Compliance

Projects subject to the City's TDM Ordinance must maintain ongoing compliance with all TDM Program requirements. Non-compliance may include, but is not limited to:

- Failure to submit a TDM Plan Form
- Failure to implement the selected TDM strategies
- Failure to submit a Property Transfer Form or Change of Use Form within thirty (30) calendar days of a change in property ownership/ management or use
- Failure to maintain current Transportation Coordinator information with the City
- Failure to submit annual TDM Reports by the required deadline
- Except residential and Patron-driven Uses, failure to achieve the ADT reduction target/ exceeding the site's trip cap after two annual reporting periods.

Section 5.1 Non-compliance and Adjustments

5.1.1. Annual Reporting & ADT Reduction Target/ Trip Cap
Failure to Provide Annual Reporting

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Projects required to submit a TDM Plan shall submit an annual TDM Report one-year following issuance of the Certificate of Occupancy and on January 31 thereafter, which attests to the on-site implementation of the TDM measures and strategies consistent with the project's Conditions of Approval (COAs).

Failure to Meet ADT Reduction Target/ Exceedance of Trip Cap (except residential and Patron-driven Uses)

If the site does not meet the required ADT reduction target (i.e., exceeds its trip cap) within the first year of occupancy, corrective actions shall be identified, such as implementing additional TDM strategies, to achieve the project's ADT target and trip cap compliance. **Section 4.3** (Updating a TDM Plan) outlines the steps for modifying a TDM Plan.

If the ADT reduction target is not met after **two consecutive** annual reporting periods, further modifications shall be considered to the project's TDM Plan as needed. For example, initial programmatic measure(s) may be replaced with alternative strategies to determine an optimal solution for achieving compliance.

Penalties and enforcement measures may be assessed by the City if the project is still unable to meet compliance by the end of the grace period, which will not exceed six (6) months from the date when the non-compliance status was initially determined (see Section 5.1.2. Penalties and Enforcement). The City will review annual TDM Reports and may request additional information to support monitoring activities and TDM Plan modifications as needed.

5.1.1. Notification and Correction Process

The City will issue a written notice of non-compliance to the property owner or Transportation Coordinator. The project will have thirty (30) calendar days from receipt of the notice to propose corrective strategies to return the site to compliance. Consistent with the enforcement provisions of the TDM Ordinance, if the project continues to be out of compliance sixty (60) calendar days after receipt of the initial written notice, it may be subject to penalties and enforcement actions. At the City's discretion, projects demonstrating good faith efforts toward compliance may be provided a grace period of up to six (6) months to re-submit its annual TDM Report demonstrating compliance with the required TDM monitoring provisions and/or ADT Trip Reduction Target. If compliance is not achieved by the end of the grace period, the project may be subject to penalties and enforcement.

5.1.2. Penalties and Enforcement

Penalties for non-compliance may include monetary fines, administrative citations, and/or withholding of permits or Certificates of Occupancy. The amounts of fines are established by Council resolution and adjusted annually according to the Consumer Price Index-All Urban Consumers (CPI-U) as published by the Bureau of Labor Statistics for the Metropolitan Statistical Area or Combined Statistical Area inclusive of Mountain View, or any successor index that the City Council may designate by resolution.

Penalty revenues are allocated to a dedicated City fund for TDM Program administration, monitoring, enforcement, and may also support citywide or area-wide TDM strategies and multimodal transportation improvements.

Costs incurred by a Property Owner to implement TDM strategies for the purpose of returning a project to compliance may be credited toward any applicable penalty fees. The assessment of such fees may be waived, in whole or in part, where noncompliance occurs through no fault of the project, including but not limited to circumstances where:

- required TDM strategies are determined to be infeasible due to the unavailability of a service provider;
- payment of Ordinance-related fees would result in economic hardship, such as the loss of all viable value or use of the property;
- TDM strategy implementation cannot be reasonably maintained due to insufficient occupancy, defined as less than 50 percent of total floor area;
- at least 25 percent of the building is converted to an exempt or patron-based use or is occupied by a nonprofit organization, provided that the project remains responsible for meeting all trip reduction standards applicable to the remaining uses of the project; or
- updates to the Institute of Transportation Engineers (ITE) Trip Generation Manual or other relevant data sources warrant reconsideration of the assumptions or methodologies supporting previously established trip generation rates.

The City may require the submittal of supplemental documentation to substantiate eligibility for any such waiver.

Section 6. Glossary of Terms

"Applicant" defined as in **Chapter 16** of the Mountain View Municipal Code.

"Average daily trips (ADT)" means the average number of vehicle trips recorded at a specific location over a 24-hour period, typically calculated by summing directional counts.

"Average daily trip reduction target (ADT reduction target)" means a goal established to reduce the number of vehicle trips generated by a site on a daily basis, expressed as a percentage of baseline trip generation.

"Certificate of Occupancy" defined as in Section **42.31(a)** of the Mountain View Municipal Code.

"Change of Use Form" means documentation submitted by the applicant to note a change of land use.

"Conditions of Approval" means requirements imposed by the City as part of the development review process, which must be satisfied for a project to proceed or receive development permits.

"Developer" defined as in **Chapter 47** of the Mountain View Municipal Code.

"Developer Handbook" means a guide provided by the City to assist developers in understanding the TDM process during permit review process and instructions for preparing a TDM Plan.

"Development Permit" applies to a fire or building permit, planning permit, or public works permit that is issued by the City allowing construction, alteration, or use of land or buildings in accordance with zoning and building codes.

"Employer" defined as in **Chapter 21** of the Mountain View Municipal Code.

"Estimated Average Daily Trips" means the projected average number of vehicle trips expected to be generated by a development over a 24-hour period, as calculated during the project entitlement or approval phase using accepted trip generation methodologies and assumptions, prior to project construction or occupancy.

"Enhanced TDM" means any residential project proposing to enhance features of a TDM Plan by selecting additional TDM strategies or achieving a higher trip reduction goal than what is required by this

Ordinance or state law, allowing the developer to obtain the benefit of residential parking reductions or exemptions from parking requirements, in accordance with the City's Housing Element.

"High Quality Transit Area" means those areas within one-half (0.5) mile of a high-quality transit corridor or major transit stop. A high-quality transit corridor is defined in the California Public Resources Code, **Section 2115(b)** as may be amended. A major transit stop is defined in the California Public Resources Code, **Section 21064.3**, as may be amended.

"Mixed-Use" means a development type that integrates residential, commercial, and/or institutional uses within a single building or site.

"Multi-Modal Transportation Analysis Handbook (MTA Handbook)" means the City of Mountain View document which contains technical guidance for preparing multi-modal transportation analyses for individual development projects, as may be amended.

"Parking Management Plan" means a strategic plan submitted with development proposals that outlines how parking will be provided, managed, and integrated with Transportation Demand Management (TDM) strategies.

"Patron-driven Uses" means non-residential uses whose trip generation is primarily patrons, rather than employees, including child care, religious institutions, community centers, indoor recreation and fitness centers, schools, studios, retail (general merchandise, grocery, and similar), restaurants, personal services, entertainment, medical services, banks and financial services, hotels and motels, service stations, repair and maintenance of vehicles and consumer products, and similar uses. The Public Works Department may use any available data to determine if more than 50% of a use's trip generation are typically patrons.

"Peak Hour Traffic (PHT)" means the highest volume of traffic observed during a one-hour period, typically during morning or evening commute times.

"Peak Period Trips" means trips occurring during designated peak travel periods, usually defined as 6–9 AM and 4–7 PM on weekdays, when traffic congestion is highest.

"Planning Permit" means a type of development permit issued by the City allowing for residential or business renovation, new development, or alteration of land or buildings in accordance with zoning and building codes.

"Project" defined as in **Chapter 47** of the Mountain View Municipal Code.

"Property Manager" means an individual or entity responsible for the day-to-day operation, maintenance, and oversight of a residential, commercial, and/or mixed-use property.

"Property Owner" defined as in **Chapter 42** of the Mountain View Municipal Code.

"Property Transfer Form" means a form used to document the transfer of ownership in real property.

"Single-occupancy vehicle (SOV)" means a motor vehicle occupied by only the driver during a commute or trip.

"Site" means a parcel or group of parcels of land considered as a unit for development or land use purposes.

"Telecommuting" means a work arrangement where employees perform job duties remotely, typically from home, under a formal agreement with their employer.

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“Transit-Oriented Development (TOD)” means projects that are located within one-half (0.5) mile of High-Quality Transit as defined in California Public Resources Code, **Section 2115(b)** and **Section 21064.3**,as may be amended.

“Transportation Coordinator” means a designated individual responsible for implementing and managing Transportation Demand Management (TDM) strategies at a development site, including commuter programs and travel surveys, if applicable.

“Transportation Information Worksheet (TIW)” means the documentation submitted by the applicant to the City for review of a proposed development project and/or use permit.

“Transportation Demand Management Agreement (TDM Agreement)” means a formal agreement between a developer and the City outlining TDM requirements, including the implementation of TDM Strategies, monitoring, and enforcement provisions.

“Transportation Demand Management Plan (TDM Plan)” means a Project's documentation, including a site plan and/or other documentation, that describes the TDM Strategies the project will implement in order to comply with the TDM Ordinance for the Project site as approved by the Public Works Director or Designee.

“Transportation Demand Management Program (TDM Program)” means the City of Mountain View policy requiring Projects to incorporate TDM Strategies in their proposed projects.

“Transportation Demand Management Program (TDM Program) Standards” means the City of Mountain View’s Standards that contain details of the TDM Program goals and benefits, processes, ADT targets, TDM Strategies, and evaluation and reporting. These program standards are contained within Appendix J of the City of Mountain View’s Multi-Modal Transportation Analysis Handbook.

“Transportation Demand Management Report (TDM Report)” means a yearly report submitted by Transportation Coordinators or property owners detailing the implementation and effectiveness of TDM strategies, including mode share and trip reduction data.

“Transportation Demand Management Strategies (TDM Strategies)” means a programmatic and/or physical strategy that aims to reduce drive-alone trips and/or VMT, and/or encourages sustainable mobility in a way that meets the intent of this Ordinance.

“Transportation Demand Management Toolkit (TDM Toolkit)” means a resource guide listing approved TDM strategies, trip reduction potential, and implementation guidelines for projects to meet ADT reduction targets.

“Traffic Counts” means quantitative data representing the number of vehicles passing a specific point over a defined period.

“Travel Survey” means a questionnaire distributed to site users (e.g., employees, residents) to collect data on commuting patterns, mode share, and travel behavior.

“Trip Cap” means a maximum number of allowable trips generated by a development.

“User-Defined TDM Strategy” means a TDM Strategy that is not currently listed in the TDM Program Standards and is proposed by an applicant for inclusion in a Project's TDM Plan. A proposed User-Defined TDM Strategy shall aim to reduce drive-alone trips and/or VMT, and/or encourage sustainable mobility options in a way that meets the intent of this Ordinance.

“Vehicle Miles Travelled (VMT)” is a metric used to measure the total amount of miles driven by motor vehicles within a given area in Mountain View per (day/month/year).

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“Very small projects” means any single-family residential development of 12 units or fewer, any multi-family residential development of 20 units or fewer, or any office development that is 10,000 square feet or less.

Appendices

- Appendix A - TDM Toolkit
- Appendix B - TDM Plan Form
- Appendix C - Sample Travel Survey
- Appendix D - Annual TDM Report Template
- Appendix E - Property Transfer Form / Change of Use Form
- Appendix F - Developer Handbook

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Transportation Demand Management Toolkit

Version 1

City of Mountain View 4/30/2026

Introduction

The City of Mountain View Transportation Demand Management (TDM) Toolkit is a menu of transportation strategies that may be selected to prepare a project-specific TDM Plan in compliance with the City's TDM Ordinance. The Toolkit is intended to support developers, applicants, property owners, property managers, and employers in identifying practical, effective measures that reduce drive-alone travel and incentivize use of sustainable transportation modes.

The range of TDM strategies presented offer flexible choices to build a TDM Plan fit for purpose. The Toolkit spans programmatic, operational, and infrastructure-based options that can be combined to meet TDM requirements while responding to the location, land use, and transportation context of each project. Of note, this Toolkit may be updated periodically to reflect evolving transportation tools, strategies and opportunities, in order to ensure project applicants can produce effective TDM programs over time.

How to Use this Toolkit

Applicants subject to the TDM Ordinance are required to prepare a TDM Plan that reflects a mix of strategies from the Toolkit, which is organized into **Core** and **Auxiliary** strategies. Core strategies represent higher-impact measures that form the foundation of a project's TDM approach, while Auxiliary strategies support, enhance, or reinforce the effectiveness of Core strategies.

When preparing a TDM Plan, applicants should:

- Review the full list of Core and Auxiliary strategies included in the Toolkit.
- Select strategies that are appropriate for the project's land use, size, level of transit access, and operational characteristics. The cumulative effectiveness of the strategies should equal the required ADT reduction target.
- Residential projects seeking exemptions from the City's minimum parking requirements or other development standards must meet one of the following criteria that exceed minimum TDM requirements. The two TDM criteria options below would require:
  1) exceeding the applicable ADT reduction target by *at least five percent (5%);* ***or***
  2) adopting one (1) additional Core Strategy and two (2) additional Auxiliary Strategies over the minimum requirements.
- Ensure that selected strategies are implemented for the required duration and are consistent with any applicable mutual exclusivity notes.
- Provide the required documentation described in the "Proof of Implementation" section for each selected strategy.

Each project will be assigned an Average Daily Trips (ADT) reduction target and a minimum number of Auxiliary strategies that must be implemented, as described in the TDM Program Standards. The strategies in this Toolkit are intended to be used collectively to help projects meet those requirements and demonstrate compliance with the Ordinance.

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Applicants are encouraged to consider how strategies work together as a package. Combining pricing, incentives, information, and access improvements is often more effective than implementing a single measure in isolation. As part of ongoing compliance, applicants will be required annually to report on the strategies implemented and their continued operation, consistent with the reporting requirements outlined in Section 4 of the TDM Program Standards.

How to Read a Strategy Table

Each strategy in this Toolkit is presented in a standardized table format. The table provides concise, implementation-focused information to help applicants understand the intent of the strategy, its applicability, and documentation requirements.

Each strategy table includes the following rows:

- **Description:** A plain-language summary of the strategy and how it supports reduced drive-alone travel or access to alternative transportation options.
- **Estimated ADT Reduction (if applicable):** An *approximate estimate* of the potential average daily trip (ADT) reduction associated with the strategy, provided for informational and planning purposes.
- **Relative Cost:** A general characterization of the expected cost level for implementing the strategy, such as low ($0-$5,000), medium ($5,000-$50,000), high ($50,000+), or cost-neutral. Actual costs may vary by project.
- **Relevant Development Types:** Identification of the land use types for which the strategy is applicable, including residential, non-residential, and mixed-use development.
- **Implementation Guidance:** Specific considerations, best practices, and conditions to guide effective implementation of the strategy. This section explains how the strategy should be applied to achieve its intended outcome and, where applicable, how it should be coordinated with other strategies or programs.
- **Proof of Implementation:** The documentation required to demonstrate that the strategy has been implemented and is operational. This information is used by City staff to confirm compliance through the TDM Plan review, pre-occupancy, and ongoing reporting processes.

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Strategies Included in This Toolkit

The following strategies are included in the Mountain View TDM Toolkit. Applicants may select from both Core and Auxiliary strategies, subject to ordinance requirements.

Core Strategies

- Alternative Transportation Subsidies
- Bikeshare and/or Scootershare Program
- Bike Facilities
- Carshare Program
- Employee Parking Cash-Out
- First / Last-Mile Transit
- Limit Parking Supply
- Price Workplace Parking
- Rideshare Program
- Telecommuting and Alternative Work Schedules
- Transit Service / Shuttle Service Expansion
- Unbundled Parking Costs
- User-Defined Strategy (Core)

PLACEHOLDER – ADDITIONAL CORE STRATEGIES TO BE ADDED BY 05/04

- Active Ground-Floor Uses and Amenities (forthcoming)
- Active Transportation Gap Closure Improvements (forthcoming)
- Market Rate Residential Parking Pricing (forthcoming)
- New Resident Transportation Resources (forthcoming)
- School Carpool Matching Program (forthcoming)
- Transit Land Dedication or Capital Improvements (forthcoming)
- Transportation Coordinator/ Designated Contact (Required Strategy) (forthcoming)

Auxiliary Strategies

- Behavioral Intervention (Personalized Travel Planning)
- Guaranteed Last Mile Program
- Guaranteed Ride Home (GRH) Program
- Mid-Day Mobility
- On-Site Wayfinding
- Pre-Tax Benefits
- Priority Carpool / Vanpool / Carshare Parking
- Raffles and Giveaways
- Support Safe Routes to School Programs
- TMA Membership
- Transportation Information Hub
- Transportation Events
- User-Defined Strategy (Auxiliary)

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Core Strategies

Core strategies are higher-impact transportation demand management measures that form the foundation of a project's TDM Plan. These strategies are intended to meaningfully reduce drive-alone trips through changes to access, incentives, pricing, or travel behavior.

Alternative Transportation Subsidies

Provide subsidies to all building occupants from certificate of occupancy for at least one of the following:

- Transit
- Vanpool
- Carpool
- Active transportation
- Micromobility (bikeshare & scootershare)

Estimated ADT Reduction	5% - for projects near a Major Transit Stop (as defined by California Code, PRC 21064.3.) 4% - for projects not located near a Major Transit Stop but located within a High Quality Transit Corridor (as defined by VTA's VMT Evaluation Tool) 2% - for everywhere else in the City		
Relative Cost	Medium		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Project transit accessibility:** The project should be located either within 1 mile of high-quality transit service, defined as rail or bus service with headways of less than 15 minutes; within 0.5 mile of local or less frequent transit service; or along a designated shuttle route that provides last-mile connections to rail service. • **Extended eligibility with bikeshare access:** If a well-established bikeshare service is available, the project site may be located up to 2 miles from a high-quality transit service. • **Coverage across multiple transit providers:** If more than one transit agency serves the project site, subsidies should be provided that can be applied to each available service. • **Consistency of subsidy assumptions:** If subsidies are applied to only one transit service, all associated assumptions and variable inputs should apply only to that subsidized service.		
Proof of Implementation	• Copies of invoices or receipts documenting transit pass purchases and subsidy contributions. • Copies of informational materials provided to project residents or employees describing available transit subsidies must be submitted as attachments to the annual TDM Reporting Form.		

Bikeshare and/or Scootershare Program

Implementation of campus bike sharing system that includes capital investment and operations, preferably with interoperability to neighboring systems and high penetration within the region (e.g. Bay Wheels).

Estimated ADT Reduction	6%		
Relative Cost	Medium		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Pick the model and service area**: Decide whether to host stations on site (docked) or provide designated scooter/bike parking corrals. Coordinate locations to close first and last mile gaps to Caltrain, VTA, MVgo routes, and the Mountain View Community Shuttle. Prioritize visible, well-lit locations near primary building entrances. • **Right-size supply:** For employment uses, target at least 0.05 to 0.1 shared micromobility vehicles per on-site employee who is within a 2-mile shed of major transit, adjusting after the first 6 to 12 months based on utilization. • **Provide safe parking and charging:** Provide marked parking zones or docks that do not obstruct sidewalks, curb ramps, transit stops, or fire access. Where e-bikes or e-scooters are provided by the applicant, include UL listed charging and battery storage with clear operating rules. Follow local micromobility parking and operating policies. • **Lower the barrier to try:** Offer an annual membership or monthly credit for each unit or employee to use toward an existing micromobility provider in the City for at least the first two years. Bundle with trip planning information and eligibility for Guaranteed Ride Home. • **Integrate wayfinding and comms:** Include on-site wayfinding to nearest docks/corrals and publish a page on the property website with how to access and rules of use. Update quarterly.		
Proof of Implementation	• Documentation demonstrating active participation in a shared bikeshare or scootershare program, such as a service agreement, membership contract, or invoice. • Site plan or photos showing the location and installation of bikeshare stations, docks, or designated scooter/bike parking areas. • Copies of materials provided to residents or employees describing access, pricing, and rules of use.		

Bike Facilities

Provide and maintain facilities for bicycle users at the project site. Examples of end-of-trip facilities include bike parking, bicycle lockers, showers, and personal lockers. The extent of VMT reduction is based on the Project provision of secure bike parking or secure bike parking and additional facilities proportional to the number of commuting bicyclists or as determined by the Mountain View Municipal Code SEC. 36.32.85.

Estimated ADT Reduction	3%		
Relative Cost	Bicycle parking facilities are required per Sec. 36.32.85 of the City of Mountain View Municipal Code		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Meet or exceed code:** Provide secure, long term bike parking and short-term racks meeting City and CALGreen standards. Place short term racks near main entrances and long-term parking inside or in secure rooms with access control. Provide personal lockers near showers. • **End of trip amenities:** For non-residential projects, include showers and changing rooms sized to anticipated bicycle demand and inclusive single occupant options where feasible. Post access instructions at the bike room. • **Visibility and maintenance**: Install signage to bike rooms from building entries. Provide a basic repair station and floor pump. Inspect racks and rooms monthly and keep a maintenance log.		
Proof of Implementation	• Site plans or as-built drawings identifying the location, quantity, and type of bicycle parking, lockers, showers, and changing facilities. • Photos demonstrating that facilities are installed, accessible, and maintained in working order. • A brief description of ongoing maintenance responsibilities.		

Carshare Program

Provide subsidies and promotions, as well as dedicated parking spaces, for car sharing services such as ZipCar, Car2Go, and GetAround.

Estimated ADT Reduction	2%		
Relative Cost	Medium		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Secure spaces and visibility:** Reserve dedicated, signed stalls near entries. • **Confirm subscriptions**: Negotiate member discounts or credits and publish how to enroll. • **User access**: If hosting vehicles on site, ensure access arrangements, maintenance windows, and insurance are documented. • **Program promotion**: Promote availability through orientation materials and other relevant channels.		
Proof of Implementation	• Agreement or confirmation of partnership with a carshare provider. • Site plan or photos showing dedicated carshare parking spaces. • Materials provided to occupants describing membership or usage.		

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Rideshare Program

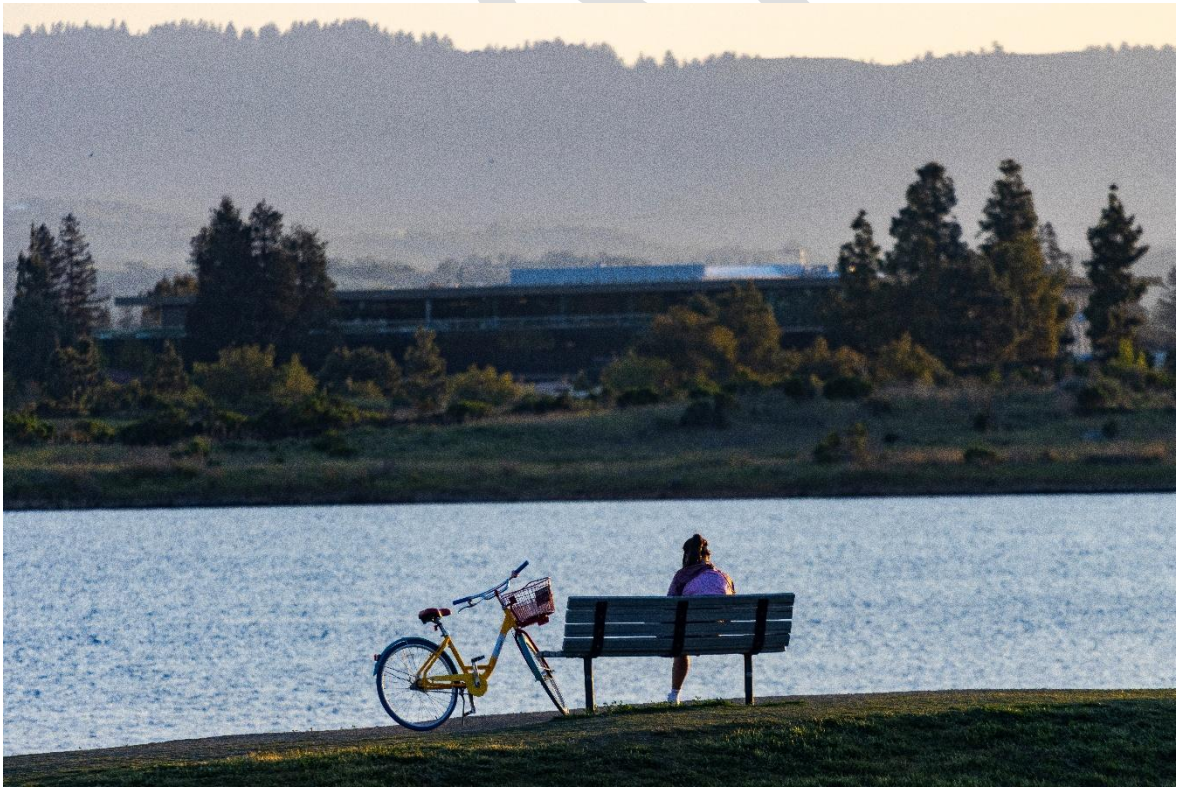
Organize a program to match individuals interested in carpooling who have similar commute patterns or leverage existing County and/or regional programs (MTC and VTA).

Estimated ADT Reduction	4%		
Relative Cost	Medium		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Leverage regional platforms.** Participate in the Bay Area Carpool and Vanpool and VTA's Smart Commute programs, and promote sign-ups during onboarding/new orientation and at least twice per year. Provide an internal matching option for tenants or employees who opt in. • **Utilize employee data.** If available, analyze employee home/work locations to identify whether there are specific zip codes or areas where employees/residents are more concentrated. Without sharing any individual data on employee home locations, target messaging to those groups and create voluntary opportunities for them to meet and create carpool or vanpool opportunities. • **Incentivize and reserve parking spaces.** Provide priority spaces near entrances and offer a monthly incentive or parking discount (if applicable) for verified carpools and vanpools. Combine with pre-tax benefits administration.		
Proof of Implementation	• Confirmation of enrollment in a regional or employer-based carpool or vanpool matching platform. • Copies of promotional or informational materials provided to site occupants describing how to join the rideshare program. • If applicable, photos or site plans showing designated priority carpool or vanpool parking spaces.		

Telecommuting and Alternative Work Schedules

Allow and encourage employees to telecommute or allow alternative work schedules that result in fewer in-office days.

Estimated ADT Reduction	5%		
Relative Cost	Low		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Adopt a written policy.** Establish eligibility, minimum remote days, and schedule options such as 9/80 or 4/10 where operationally feasible. Communicate expectations, performance measures, and equity considerations across roles. • **Make it measurable.** Track telework days and compressed schedule off-days as part of TDM reporting and compare against baseline SOV rates.		
Proof of Implementation	• A written telecommuting or alternative work schedule policy adopted by the employer or property manager. • A brief narrative describing eligibility criteria and how employees are informed of the policy. • Summary statistics indicating participation levels, if available.		



First/ last-Mile Transit

Provide free shuttle service to and from nearby transit hubs/stations. Participation in the MVgo shuttle program qualifies applicants to select this strategy via TMA membership.

Estimated ADT Reduction	5%		
Relative Cost	High		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Use existing public shuttles first.** Participate in MVgo through the TMA and locate tenant information about routes, stops, operating hours, and the Guaranteed Last Mile policy in prominent building areas and onboarding materials. • **Close the gap.** If stops are more than a comfortable walk, provide safe pedestrian connections and wayfinding to MVgo stops or request a stop adjustment with the TMA based on ridership demand. • **This strategy is mutually exclusive with "Free Door-to-Door Transit" and therefore both strategies should not be selected together.**		
Proof of Implementation	• Proof of membership or participation in the MVgo shuttle program through the TMA, or an agreement with an equivalent first / last-mile service provider. • Maps or materials showing shuttle routes, stops, and schedules serving the project site. • Copies of communications or orientation materials provided to residents and/or employees.		

Unbundled Parking Costs

Unbundle the cost of parking space from the rental price of properties.
**Required for multi-family residential properties with 16+ residential units, per AB 1317 Unbundled Parking

Estimated ADT Reduction	10%		
Relative Cost	Potential to be cost-neutral or savings		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Align with AB 1317.** For multifamily projects with 16 or more units, comply with state unbundling requirements, disclose parking prices up front, and prohibit mandatory parking bundling in leases. • **Structure pricing transparently.** Lease parking spaces separately from rent with a published monthly and daily price that reflects market value. Offer the same cash equivalent or transit benefit to non-parkers where applicable. • **Pair with alternatives**. Market **transit subsidies**, **carshare**, and **micromobility** alongside unbundled parking to provide real choices.		
Proof of Implementation	• Sample lease language or parking agreement demonstrating that parking costs are separated from rent or unit price. • A parking pricing schedule showing monthly or daily rates. • A brief explanation of how non-parking occupants are informed of their options.		

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Limit Parking Supply

Provide parking supply at rates lower than the Institute of Transportation Engineers (ITE) Parking Generation Manual or lower than those documented in the Mountain View City Code. Decreasing parking supply encourages building occupants to choose alternative transportation modes and, for residential uses, can reduce long-term vehicle ownership. This measure is more effective if surrounding street parking is not free or unrestricted. Adjacent street parking must be metered, have time limits during typical working hours, and/or be available to residential parking permit (RPP) holders only.

Estimated ADT Reduction	10%		
Relative Cost	Cost-neutral or savings		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Right-size supply.** Provide on-site parking below ITE or local norms where allowed. Pair with on-street controls such as meters, time limits, and residential parking permit (RPP) protection in surrounding areas to avoid spillover. • **Manage access.** Prioritize carpools and vanpools. Consider daily or hourly pricing if a supply reduction alone does not change behavior.		
Proof of Implementation	• Approved site plan or parking study demonstrating parking supply below ITE rates or City Code standards. • Permit or entitlement documents confirming reduced parking approval. • If applicable, documentation describing on-street parking controls in the surrounding area.		

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Employee Parking Cash-Out

The State's Parking Cash-Out Program, California Health & Safety Code, Section 43845 and AB 2206 requires certain employers who provide subsidized parking for their employees to offer a cash allowance in lieu of a parking space.

Estimated ADT Reduction	12%		
Relative Cost	Potential to be cost-neutral or savings		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Check applicability and calculate correctly.** If you or future tenants plan to subsidize employee parking and meet thresholds under Health and Safety Code 43845 as clarified by AB 2206, offer a taxable cash allowance equal to the parking subsidy to employees who do not drive and park. Follow **CARB's 2024 calculation guidance** and maintain records. • **Communicate the option.** Inform employees annually and at onboarding about cash-out eligibility and how to enroll. Coordinate with payroll and benefits so payments and taxes are properly handled. • **This strategy is mutually exclusive with "Price Workplace Parking" and therefore both strategies should not be selected together.**		
Proof of Implementation	• Written description of the parking cash-out program, including eligibility and cash value. • Payroll or benefits documentation showing how the cash-out option is administered. • Copies of employee notifications describing the availability of the program.		

Price Workplace Parking

Require commuters to pay for parking on-site.			
Estimated ADT Reduction	12%		
Relative Cost	Cost-neutral or savings		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Set a fair daily price.** Charge a daily market rate for parking. Avoid monthly permits that lock in driving. Use license plate recognition or access cards to administer daily billing and enforce. • **Reinvest revenues.** Earmark a portion of parking revenue to fund transit passes, micromobility credits, shuttle participation, or facility improvements. • **This strategy is mutually exclusive with "Employee Parking Cash-Out" and therefore both strategies should not be selected together.**		
Proof of Implementation	• Parking pricing schedule showing daily or monthly parking fees. • Description of how parking payments are managed and enforced. • Copies of materials informing employees of parking costs and alternatives.		

Transit Service/ Shuttle Service Expansion

Subsidize transit/ shuttle service through fees and contributions to the transit provider or TMA. This strategy must be negotiated with the transit agency, TMA, or other agency as approved by the City.

Estimated ADT Reduction	10%		
Relative Cost	Low-Medium		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Coordinate with MVgo, Mountain View Community Shuttle, VTA, and Caltrain.** Engage the TMA early to evaluate adding trips or stops on MVgo routes that connect your site during peaks. Where TMA participation is not feasible, coordinate directly with a provider for a shared shuttle that interlines with transit schedules. • **Service design basics.** Target headways of 10 to 20 minutes in the peak period with timed meets to rail where possible. Publish maps and arrival info in lobbies and online. • **Sustainability and access.** Use wheelchair accessible vehicles with bike racks and real time information. Explore zero emission fleets where possible.		
Proof of Implementation	• Agreement or confirmation of financial contributions to a transit agency, shuttle provider, or TMA supporting service expansion. • Documentation describing the expanded service, such as schedules, route changes, or added frequency. • Communication materials provided to site occupants explaining the enhanced service.		

User-Defined Strategy

Propose a tailored and effective TDM strategy to occupants with supporting data to demonstrate level of effectiveness, for review and approval by City staff.

Relative Cost	Variable		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Show evidence and measurability.** Provide a clear description, logic model for trip reduction, target population, implementation steps, and a monitoring plan with data sources. Cite empirical studies, regional benchmarks, or agency guidance to support claimed effectiveness.		
Proof of Implementation	• Documentation as approved by City staff as part of the TDM Plan approval, tailored to the proposed strategy. • Evidence demonstrating that the strategy has been implemented as described and is operational. • Any monitoring or tracking materials identified in the approved plan.		

PLACEHOLDER – ADDITIONAL CORE STRATEGIES TO BE ADDED BY 05/04

Active Ground-Floor Uses and Amenities

Provide pedestrian-oriented, publicly visible uses and amenities on the ground floor that meet daily needs on site and reduce off-site vehicle trips. Examples include cafes, small retail, fitness facilities, childcare, co-working space, or service uses accessible to residents and visitors.

Estimated ADT Reduction	2%		
Relative Cost	N/A		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• [Forthcoming]		
Proof of Implementation	• [Forthcoming]		

Active Transportation Gap Closure Improvements

Construct or enhance pedestrian and bicycle infrastructure that closes gaps between the project site and existing sidewalks, bikeways, trails, transit stops, or adjacent streets to improve safety and continuity.

Estimated ADT Reduction	14%		
Relative Cost	Medium		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• [Forthcoming]		
Proof of Implementation	• [Forthcoming]		

Market Rate Residential Parking Pricing

Price residential and visitor parking at rates comparable to or exceeding prevailing market rates in the surrounding area to discourage excess vehicle ownership and use.

Estimated ADT Reduction	16%		
Relative Cost	Cost-neutral or savings		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• [Forthcoming]		
Proof of Implementation	• [Forthcoming]		

New Resident Transportation Resources

Provide new residents with a transportation orientation program or materials that explain available non-drive-alone options and how to access them from the site.

Estimated ADT Reduction	3%		
Relative Cost	Low		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• [Forthcoming]		
Proof of Implementation	• [Forthcoming]		

School Carpool Matching Program

Facilitate a voluntary program that helps families connect with one another to form carpools for school drop-off and pick-up trips.

Estimated ADT Reduction	6%		
Relative Cost	Low		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• [Forthcoming]		
Proof of Implementation	• [Forthcoming]		

Transit Land Dedication or Capital Improvements

Dedicate land or fund capital improvements on or adjacent to the project site that directly support transit operations or access.

Estimated ADT Reduction	3%		
Relative Cost	High		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• [Forthcoming]		
Proof of Implementation	• [Forthcoming]		

Transportation Coordinator (Required Strategy)

Designate a Transportation Demand Management (TDM) Coordinator to serve as the primary liaison responsible for implementing, managing, and monitoring the project's TDM program and serving as a point of contact for tenants, residents, and City staff.

Estimated ADT Reduction	2%		
Relative Cost			
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• [Forthcoming]		
Proof of Implementation	• [Forthcoming]		

Auxiliary Strategies

Auxiliary strategies are complementary measures that support, reinforce, or enhance the effectiveness of selected Core strategies. While generally lower in impact when implemented on their own, these strategies play an important role in improving visibility, awareness, and long-term effectiveness of a project's overall TDM approach.

Behavioral Intervention

Provide personalized travel planning assistance such as information on how to use transit and transit itineraries, carpool matching and personal follow-up to tenants/employees.

Relative Cost	Medium		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Make it personal and timely.** Provide one-to-one trip planning during onboarding and at move-in, with follow-up nudges after 1 to 3 months. Include route maps, time and cost comparisons, and backup options like **Guaranteed Ride Home**. Track conversion and retention.		
Proof of Implementation	• Description of personalized travel planning services offered. • Sample materials, emails, or trip planning resources provided to occupants. • Summary of participation or outreach efforts.		

Guaranteed Last Mile Program

Provide eligible tenants/ employees with a reimbursement of up to $15 for the cost of alternative transportation when the MVgo shuttle is 15 or more minutes late, or Caltrain is delayed.

Relative Cost	Minimal cost associated with promotion of the TMA's Guaranteed Last Mile Program		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• TMA membership qualifies applicants to select this strategy. Contact the TMA for more information at **admin@mvgo.org**.		
Proof of Implementation	• Confirmation of participation in the TMA Guaranteed Last Mile Program or equivalent. • Copy of program rules or reimbursement policy provided to employees. • Summary of promotional efforts informing eligible participants.		

Guaranteed Ride Home (GRH) Program

Provide eligible tenants/ employees with a return trip home if they used a sustainable mode of transport to commute to work, when an unforeseen emergency arises and riding transit, cycling or ridesharing isn't possible, for up to at least three trips per year.

Relative Cost	Minimal cost associated with promotion of VTA's GRH program		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Leverage existing programs.** Enroll tenants or employees in VTA's GRH or an equivalent program and advertise eligibility. Allow at least three trips per year for qualifying emergencies. Provide clear instructions for claims and keep records for TDM reporting.		
Proof of Implementation	• Confirmation of enrollment in VTA's GRH program or an equivalent program. • Copies of materials provided to occupants explaining eligibility and how to request a ride. • Description of trip limits and administrative process.		

Mid-day Mobility

Employees who take transit, carpool or bike to work can request reimbursement of up to $15 for mid-day trips taken between 10am and 3pm via Uber, Lyft or taxi.

Relative Cost	Minimal cost associated with promotion of the TMA's Mid-Day Mobility Program		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• TMA membership qualifies applicants to select this strategy. Contact the TMA for more information at admin@mvgo.org.		
Proof of Implementation	• Confirmation of participation in the TMA Mid-Day Mobility Program or equivalent. • Copy of program rules or reimbursement policy provided to employees. • Summary of promotional efforts informing eligible participants.		

On-site Wayfinding

Provide clear information for site users guiding them to transit and active transportation infrastructure and resources, consistent with City wayfinding practices.

Relative Cost	Low-Medium		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Follow consistent conventions.** Use a consistent graphic style and place signs at decision points from entrances, lobbies, and garages to transit stops, bike rooms, and micromobility parking. Include approximate walk and wait times for transit. Maintain signage and update after any circulation changes.		
Proof of Implementation	• Photos or site plans showing installed wayfinding signage directing users to transit stops, bike facilities, and micromobility parking. • Description of signage standards used and confirmation that signage is maintained.		

Pre-tax Benefits

Leveraging **the Federal Pre-tax Commuter Benefit law**, provide opportunity for employees to receive a tax-free allotment to be spent on transit or other allowable travel expenses.

Relative Cost	Cost-neutral or savings		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Offer Section 132(f) commuter benefits.** Set up payroll pre-tax deductions for transit and vanpool up to the IRS monthly limit and promote during onboarding and open enrollment. Pair with transit subsidies for greater impact. • **Support regulatory compliance.** For employers subject to regional requirements, offering pre-tax transit and vanpool benefits under Section 132(f) helps satisfy the **Bay Area Air District's (BAAD) Commuter Benefits Program** requirements.		
Proof of Implementation	• Payroll or benefits documentation showing availability of pre-tax commuter benefits. • Enrollment instructions or benefits summaries provided to employees. • Confirmation that benefits comply with federal pre-tax limits.		

Priority Carpool/ Vanpool/Carshare Parking

Provide dedicated carpool/vanpool/carshare spaces near building entrances. In areas where parking is priced, priority carpool/vanpool parking may be discounted.

Relative Cost	Low		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Designate and enforce.** Sign and stripe spaces closest to entries or elevators. Require two or more occupants per vehicle and verify quarterly through self-certification plus random checks. Combine with **carpool matching** communications.		
Proof of Implementation	• Site plan or photos identifying designated carpool or vanpool parking spaces. • Description of eligibility criteria and enforcement approach. • Copies of informational materials explaining priority parking to occupants.		

Raffles and Giveaways

Provide raffle prizes for individuals who participate in Core strategies or indicate they travel to site without driving alone (the MVTMA may support in provision of raffles and giveaways).

Relative Cost	Low		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Reward desired behavior.** Offer monthly raffles for verified non-drive-alone trips using commute trackers or affidavits, and give practical prizes like transit credits, bike tune-ups, or safety gear. Publicize winners to keep momentum. • **Coordinate with the TMA.** The TMA may support on-site events through the provision of raffles, prizes, and promotional items to encourage participation and engagement, subject to availability. Please contact the TMA for more information at **admin@mvgo.org**.		
Proof of Implementation	• Description of raffle or giveaway program, including eligibility and frequency. • Copies of promotional materials announcing raffles or incentives. • Summary of prizes distributed and participation levels.		

Support Safe Routes to School (SRTS) Programs

In coordination with Mountain View Safe Routes to School Program, support efforts to encourage students to walk or bike to school. Initiatives may include annual efforts to form bike trains and walking school buses and offering bicycle and pedestrian safety training.

Relative Cost	Low-Medium		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Coordinate with City SRTS.** Contact Mountain View's SRTS program to align on walk audits, bike trains, and education. Time activities with Walk and Roll to School Days and publish route maps for nearby schools in residential lobbies and websites.		
Proof of Implementation	• Documentation of coordination with the Mountain View Safe Routes to School Program or affiliated schools. • Copies of materials, event flyers, or communications supporting SRTS activities. • Brief summary of the type and frequency of support provided.		

TMA Membership

Join the Mountain View Transportation Management Association (TMA).

Relative Cost	Variable, dependent on project size and services utilized		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Join the TMA as a member.** Contact TMA staff to understand expected membership cost. • **Take advantage of membership benefits.** TMA members have access to support from the TMA in their annual TDM reporting to the City. The TMA also provides the following services, which may be incorporated in applicants' TDM Plans: – First/Last Mile Transit (core strategy with 10% ADT reduction) – Mid-day Mobility (auxiliary strategy) – Guaranteed Last Mile Program (auxiliary strategy) – Marketing/transportation events (auxiliary strategy) – Raffles & Giveaways (auxiliary strategy)		
Proof of Implementation	• Documentation from TMA staff confirming membership.		

Transportation Information Hub

Provide virtual (webpage) or physical (bulletin board) information on local transportation resources and promote programs selected through site's 'Core' strategies. Information must be kept current and reviewed/updated at least quarterly.

Relative Cost	Low-Medium		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Make it hybrid and current.** Provide a web page and a lobby display that includes MVgo and Mountain View Community Shuttle routes, Caltrain and VTA links, wayfinding maps, **Guaranteed Ride Home** information, micromobility rules, and instructions for how to enroll in subsidy programs. Review quarterly and after any service change.		
Proof of Implementation	• Screenshots or photos of the online or physical information hub. • List of transportation resources included and confirmation of quarterly updates. • URL or access instructions provided to residents or employees.		

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Transportation Events

Host virtual or on-site gatherings or workshops at least two times per year focused on transportation information sharing.

Relative Cost	Low-Medium		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Hold recurring events.** Host at least two events each year. Include on-site sign-ups for benefits, trip planning clinics, and micromobility safety demos. Track attendance. • **Increase participation through incentives.** Make events attractive to employees and residents by offering giveaways, raffles, free food or refreshments, and other incentives such as transit passes, micromobility credits, or branded transportation-related items. Incentives can help boost attendance, engagement, and on-site sign-ups. • **Coordinate with the TMA.** Coordinate with the TMA to plan and host on-site transportation events. TMA services may include event facilitation, informational materials, coordination with transit providers, and on-site support. Please contact the TMA for more information at admin@mvgo.org.		
Proof of Implementation	• Event calendar, flyers, or promotional materials showing at least two transportation-related events per year. • Attendance summaries, sign-in sheets, or photos from events, if available. • Documentation of coordination with the TMA, transit agencies, or other partners when applicable.		

User-Defined Strategy

Propose a tailored and effective TDM strategy to occupants with supporting data to demonstrate level of effectiveness, for review and approval by City staff.

Relative Cost	Variable		
Relevant Development Types	Residential	Non-residential	Mixed-Use
Implementation Guidance	• **Show evidence.** Provide a clear description target population, implementation steps, and a monitoring plan with data sources. Cite empirical studies, regional benchmarks, or agency guidance to support claimed effectiveness.		
Proof of Implementation	• Documentation as approved by City staff as part of the TDM Plan approval, tailored to the proposed strategy. • Evidence demonstrating that the strategy has been implemented as described and is operational. • Any monitoring or tracking materials identified in the approved plan.		

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CITY OF MOUNTAIN VIEW

ENVIRONMENTAL PLANNING COMMISSION
STAFF REPORT
APRIL 15, 2026

6 NEW BUSINESS

6.1 Amend and Add New Sections to Article X (Transportation Demand Management) of Chapter 19 (Motor Vehicles and Traffic) of the Mountain View Municipal Code

RECOMMENDATION

That the Environmental Planning Commission review and provide comments on the draft Citywide Transportation Demand Management Ordinance (Attachment 1 to the Staff Report) and Draft TDM Program Standards (Attachment 2 to the Staff Report).

BACKGROUND

The City has long focused on how to reduce single-occupancy vehicle (SOV) trips on its roadways and provide incentives and opportunities for travelers to utilize alternative transportation methods. Transportation accounts for more than 60% of carbon emissions in Mountain View with drive-alone trips representing the biggest contributor to emissions and pollution.

In 1994, the City adopted a Transportation Demand Management (TDM) Ordinance (Article X) of Chapter 16 (Section 19.120) to comply with Valley Transportation Authority's (VTA) Congestion Management Program (CMP) in accordance with California Statute, Government Code 65088. The CMP's goal is to develop a transportation improvement program to improve multi-modal transportation system performance, land use decision-making, and air quality among local jurisdictions. The City is required to certify annually to the Congestion Management Agency its compliance with CMP legislation. As adopted, the TDM Ordinance provisions set out for requiring TDM programs of larger employers to achieve reductions in traffic and congestion within the City and the region. This Ordinance is still currently in effect.

On July 10, 2012, the City Council adopted the 2030 General Plan identifying key mobility goals to promote effective TDM programs for existing and new development. TDM strategies were deemed necessary to advance the City's goals of managing roadway demand and enhancing mobility by incentivizing alternative transportation options, such as transit, walking, bicycling, and carpooling.

In August 2012, Council approved the Greenhouse Gas Reduction Program (GGRP). The GGRP aims to implement General Plan mobility policies, comply with state climate change legislation (Senate Bill (SB) 375 and Assembly Bill (AB) 32), and comply with regional Bay Area Air Quality Management District (BAAQMD) guidelines. Since transportation-related emissions account for nearly 60% of emissions Citywide, addressing transportation is a major focus of the City's efforts in relation to the GGRP. The GGRP established:

1. Mandatory commute trip reductions for development projects generating new employment;

2. TDM requirements for new development in certain areas of the City; and

3. Planned actions for reducing greenhouse gas emissions, including Measure T-1.1, Transportation Demand Management, which calls for adoption of a Citywide TDM Ordinance with TDM performance reporting requirements, procedures, and funding mechanisms.

Since 2014, Council has also adopted four Precise Plans—San Antonio Precise Plan (2014), El Camino Real Precise Plan (2014), North Bayshore Precise Plan (2014), and East Whisman Precise Plan (2019)—that establish TDM requirements for each Precise Plan area. Additionally, the Downtown Precise Plan (1988) has guidance related to trip-reduction plans. However, TDM requirements are uniform only across Precise Plan areas and not on a Citywide basis.

On October 22, 2019, Council adopted the Sustainability Action Plan 4 (SAP-4) that created a fund to advance sustainability actions, including funding to hire a TDM analyst to support the planned expansion of TDM requirements Citywide. The Public Works Department hired a TDM analyst in January 2022, which allowed work to begin on developing a Citywide TDM Ordinance.

On June 22, 2021, Council adopted Strategic Priorities for Fiscal Years 2021-23, which included developing a Citywide TDM Ordinance to standardize trip-reduction targets across the City and establish uniform TDM monitoring and reporting provisions. On June 13, 2023, Council reaffirmed this item as a Council Priority for Fiscal Years 2023-25 and categorized development of a Citywide TDM Ordinance as one of the City's highest priorities. The intent of the Ordinance is to build on the demonstrated effectiveness of TDM in the Precise Plan areas and apply its practice more consistently and predictably on a Citywide basis.

On February 20, 2023, the City executed a contract with Steer Davies & Gleave, Inc., to provide professional services to support development of a Citywide TDM Ordinance. The project team has undertaken the following tasks:

- Reviewing and analyzing the regulatory context and existing TDM requirements.
- Defining the vision, goals, and principles for the TDM Ordinance.
- Developing a draft framework for the Citywide Ordinance, including analysis of approaches in peer and best practice cities.
- Engaging an internal Technical Advisory Committee consisting of City staff from Economic Vitality, Planning, Sustainability, Traffic, Transportation, and Land Development.
- Engaging with community members, developers, employers, and property managers, including meetings with the Downtown Business Association on June 13, 2023, Mountain View Chamber of Commerce on June 14, 2023, Mountain View Transportation Management Association (TMA) Board on May 25, 2023 and May 30, 2024, a community meeting on January 21, 2025, and 14 one-on-one conversations with stakeholders.
- Presenting key deliverables and gathering feedback from the following advisory bodies:
  - The Bicycle/Pedestrian Advisory Committee (BPAC) reviewed the project vision and objectives on October 25, 2023 and TDM Policy framework on January 29, 2025;
  - The Environmental Planning Commission (EPC) reviewed the project vision and objectives on November 1, 2023 and TDM Policy framework February 5, 2025;
  - The Council Transportation Committee (CTC) reviewed the project vision and objectives on January 30, 2024 and TDM Policy framework on March 4, 2025; and
  - The City Council held a Study Session on the TDM Policy framework on June 10, 2025.
- Drafting Ordinance language and commencing the TDM cost estimation and implementation planning study.

ANALYSIS

TDM refers to strategies and incentives designed to reduce SOV trips and encourage use of alternative transportation modes, such as transit, walking, bicycling, and carpooling. Common TDM measures include transit subsidies, vanpool and carshare services, commuter incentives, bicycle facilities, and flexible work arrangements. Successful implementation of TDM programs can reduce traffic and congestion, mitigate demand for on-site parking, and achieve transportation mode shift to sustainable travel options.

The City's approach to TDM spans a mix of project size and land use types as shown in Figure 1, where at least 27 entitled development projects in Mountain View have existing TDM requirements as part of their Conditions of Approval. These requirements are supported by broad enabling policies, including the General Plan, Precise Plans, GGRP, and Sustainability Action Plan in addition to state laws and regulations. Within Mountain View, TDM requirements are applied to a wide range of land uses, including office or commercial development (44%), mixed use (19%), Master Plan areas (7%), multi-family residential (19%), hotel (7%), and medical facilities (4%).

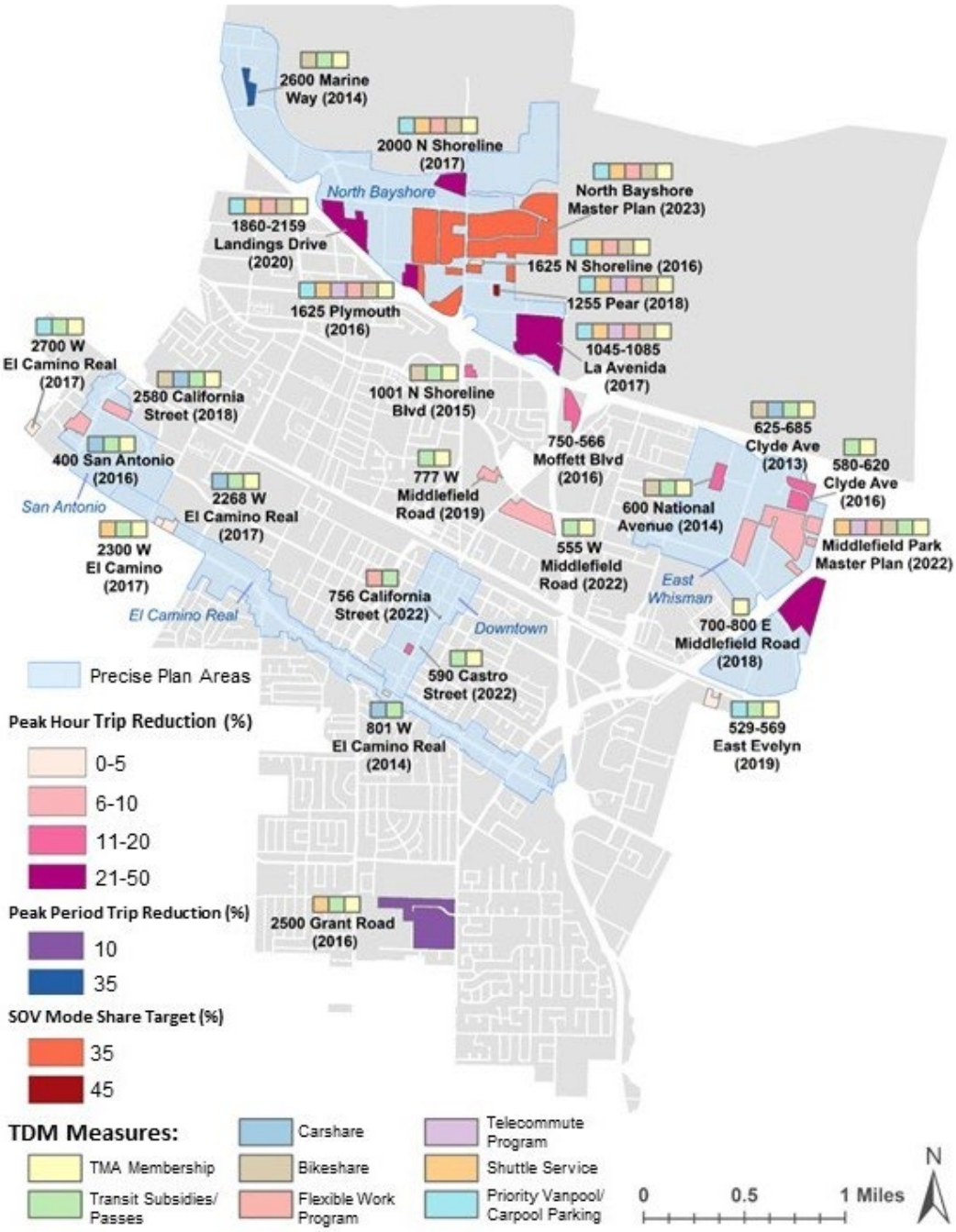

Figure 1: Existing Citywide TDM Requirements

To develop a policy framework for a Citywide TDM Ordinance, the project team synthesized information on existing TDM requirements by conducting community and stakeholder outreach in 2023 to 2025. Staff gathered the following feedback to understand the current state of practice of TDM in the City:

- Stakeholders, such as employers, small businesses, and property managers, indicated that they understand the value of TDM measures in providing benefits to employees or residents in terms of safe, sustainable, and equitable mobility options.

- Employers noted that the City's TDM requirements provide the basis to support ongoing investment in their commuter programs.

- Stakeholders expressed support for greater standardization of TDM requirements, including a TDM menu of options from which they can select to shape their TDM Plans and meet their transportation goals.

- Several stakeholders requested greater flexibility to update or adjust their TDM Plan following implementation to respond to evolving travel patterns and availability of mobility options and new technologies.

- Employers and developers noted that the current process for including TDM Conditions of Approval could benefit from increased standardization of TDM requirements to increase predictability during the entitlement process.

As such, the following vision for the project was established to shape the development of the Citywide Ordinance based on Council's original direction as well as the existing conditions analysis and input from community members, stakeholders, BPAC, EPC, and CTC:

> "The Transportation Demand Management (TDM) Ordinance seeks to reduce single-occupancy vehicle trips for new development and increase use of multi-modal transportation alternatives that are sustainable, equitable, effective, and respond to changing demands."

Additionally, the Ordinance framework was informed by the four guiding principles of predictability, effectiveness, sustainable mobility, and equity, as shown in Figure 2.

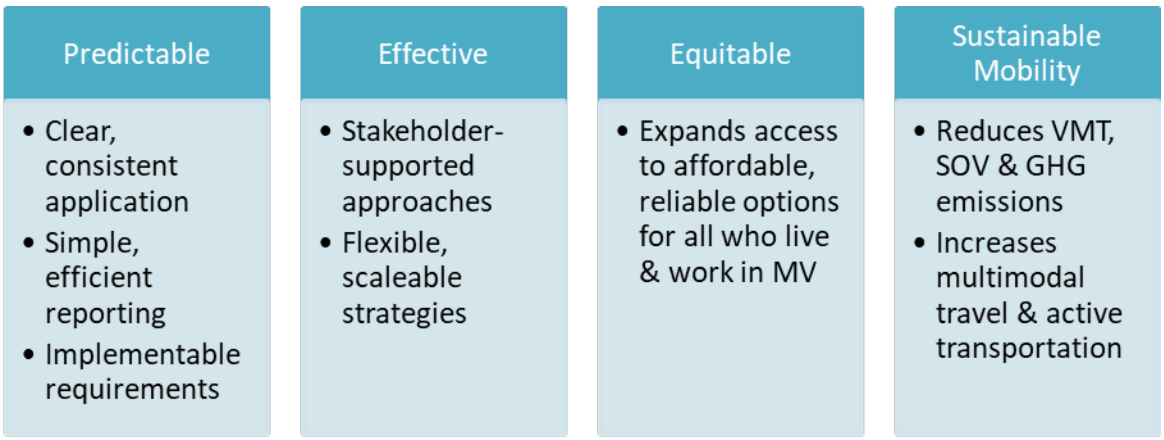

Figure 2: Guiding Principles for Developing the TDM Ordinance

Draft Ordinance Framework

The proposed TDM Ordinance establishes standardized guidelines for a Citywide TDM Program applicable to new development, including modifications, change of use, and expansions of existing sites, which would exceed defined trip generation thresholds. Participation in the new TDM Program will be determined by the following components:

- Applicability: All projects generating 200 or more net new Average Daily Trips (ADT), including residential, commercial, and mixed-use developments.

- Performance Metric: ADT will be the primary metric to assess the estimated trip generation rates from development, consistent with the City's Multi-Modal Transportation Analysis (MTA) Handbook.

- Trip Reduction Targets: The proposed ADT reduction targets (see Table 1, below) are based on the City's existing Precise Plans targets and benchmarking against comparable TDM programs in peer jurisdictions, including San Francisco, San Mateo County, Redwood City, San Jose, Sunnyvale, and Santa Monica, as well as attainable TDM strategies modeled in the VTA Vehicle Miles Traveled (VMT) evaluation tool.

To achieve the necessary trip reductions, staff has developed a TDM Toolkit comprised of measures that reflect varying levels of effectiveness for reducing trip generation. The Toolkit (Attachment 3—Draft TDM Toolkit) is designed to offer a menu of strategies that vary in scale and cost, allowing projects to create site-specific TDM Plans to fit the project.

The TDM measures are grouped into two categories of Core and Auxiliary Strategies. The applicant is required to select the requisite number of Core Strategies in accordance with project size and estimated ADT generation. To support implementation of Core Strategies,

the project will be required to implement a set number of Auxiliary Strategies in accordance with the project size. The tiered requirement for Auxiliary Strategies is as follows:

- Small Projects: At least two (2) Auxiliary Strategies.
- Medium Projects: At least three (3) Auxiliary Strategies.
- Large Projects: At least five (5) Auxiliary Strategies.

As shown in Table 1 below, reduction targets scale with project size with adjusted (lower) targets for Transit-Oriented Development (TOD) to reflect their inherently lower baseline trip generation. TOD projects are those located in a High-Quality Transit Area, defined as areas where at least fifty percent (50%) of the project area is within one-half (0.5) mile of a high-quality transit corridor or a major transit stop. Such transit facilities may include: (a) an existing rail station or ferry terminal served by bus or rail; (b) a bus stop with peak service frequency of fifteen (15) minutes or less; or (c) a planned rail station or planned ferry terminal served by bus or rail, as defined in California Public Resources Code Section 21155(b).

Table 1: Proposed ADT Reduction

Project Size	ADT Generation	ADT Reduction Target	
		Standard Projects	TOD[1] Projects
Small Project	200-499	30% reduction	20% reduction
Medium Project	500-999	40% reduction	30% reduction
Large Project	1,000+	50% reduction	20% reduction

- **TDM Plans:** Subject projects will submit and adopt a TDM Plan prior to project approval. The TDM Plan will include selections from a menu of strategies available in the TDM Toolkit (Attachment 3—TDM Toolkit) that encompass a mix of Core and Auxiliary Strategies. Projects will be required to adopt the requisite number of Core Strategies consistent with their ADT reduction target. Core Strategies will offer an array of flexible and proven trip-reduction strategies that applicants may select from to develop a TDM Plan. Additionally, "Auxiliary Strategies" are those that may not have significant trip-reduction potential as stand-alone strategies but supplement the implementation of Core Strategies. Finally, a TDM Agreement will be executed by the developer prior to entitlement to formalize the adoption and intent to implement the approved TDM Plan.

- **Monitoring and Reporting:** To demonstrate compliance and provide data on effectiveness of TDM efforts, all projects will be required to submit ongoing

[1] "Transit-Oriented Development (TOD)" means projects where at least 50% of the project is located within one-half (0.5) mile of high-quality transit as defined in California Public Resources Code, Section 2115(b) and Section 21064.3, as may be amended.

standardized annual reporting following the first year of postoccupancy, consistent with their project size:

— Small Projects (200 to 400 ADT): Annually for three (3) years.
— Medium Projects (500 to 999 ADT): Annually for ten (10) years.
— Large Projects (1,000+ ADT): Annually for twenty (20) years.

Additionally, for nonresidential projects:

— Annual reporting will include assessment of the project's performance in achieving its trip cap, supported by commute travel surveys and driveway count data.

- **Enforcement:** All projects subject to the TDM Ordinance are required to comply with the provisions of the Municipal Code. Noncompliance will be enforced pursuant to Section 1.7 (Article 1, Violations) and Section 1.17 (Article 2, Administrative Penalties) of City's Code Enforcement regulations.

  Examples of violations of the TDM requirements may include, but are not limited to:

  — Failure to submit required annual TDM monitoring reports or updates to the TDM Plan.

  — Failure to implement or maintain approved TDM measures and strategies.

  — Failure of nonresidential projects to achieve the required ADT reduction target or exceeding an established site-specific trip cap.

  Projects found to be out of compliance may be subject to administrative penalties and other enforcement actions in accordance with the Municipal Code.

TDM Policy Framework

The proposed Ordinance reflects several changes to the TDM Policy framework, which have been incorporated based on feedback from key stakeholders since the Council Study Session on June 10, 2025. To support successful implementation of the TDM Program, the proposed changes will:

- **Implement Program 1.2(c) and Program 1.3(d) of the Sixth Cycle 2023-2031 Housing Element,** which requires the City to adopt a TDM Ordinance, study the cost of TDM requirements on typical residential developments, and allow residential developers to meet TDM goals through lower-cost options. To support this, the proposed

Ordinance will allow residential parking reductions and exemptions from parking requirements for projects proposing to use enhanced features of a TDM Plan, which achieve a higher level of trip reduction than the minimum requirement.

— To satisfy the enhanced TDM criteria for exemption from the minimum parking standard, a residential project must either: (1) exceed its applicable ADT reduction target by at least five percent (5%); or (2) adopt one (1) additional Core Strategy and two (2) additional Auxiliary Strategies over the minimum required number.

— The enhanced TDM criteria are intended to incentivize higher levels of trip reduction and reduced parking demand while increasing mobility options for residential projects as well as support the City's broader goals related to expanding affordable housing.

- **Provide specific exemptions for "patron-driven uses"** under applicability standards:

  — Development consisting of patron-driven uses less than net new 100,000 square feet will be exempted from the TDM Program. Patron-driven uses are defined as nonresidential uses whose trip generation is primarily patrons, rather than employees. Examples include child-care centers, religious institutions, retail (general merchandise, grocery, and similar), restaurants, entertainment, medical, and other personal services. Such uses are local-serving and support economic vitality by attracting and retaining retail and other service-oriented mixed uses.

- **Monitoring and reporting provisions for residential and patron-driven uses:** All residential and patron-driven uses will be exempted from site-specific trip caps and associated ADT reduction target requirements, including provisions requiring travel surveys and driveway counts. The exemptions reflect existing conditions and local and state regulations, which seek to reduce financial costs and administrative burdens related to delivering more affordable housing and local-serving uses. However, these projects will still be required to adopt and implement a TDM Plan and provide ongoing annual TDM reporting in accordance with project size.

- **Required TDM Strategies: Mountain View Transportation Management Association Membership.** As a private nonprofit membership organization, the TMA is funded by Mountain View businesses and property owners to address transportation challenges for the benefit of the community. The MVgo shuttle service, which provides fare-free last-mile connections between the Transit Center and main employment hubs, is administered and funded by the TMA's Board of Directors. While the TMA assesses fees of its members to fund MVgo operations and similar TDM programs, there is risk

of potential violation of Proposition 18, which was adopted in 1996 to ensure that all taxes and most charges on property owners are subject to voter approval. As such, establishing a Property-Based Improvement District (PBID) is a remedy to ensure an equitable means of assessing membership fees to fund MVgo and other TMA-provided services in the future.

— The TDM Policy Framework adopted last June included the TMA membership requirement for medium and large nonresidential projects and large residential projects only. Due to the issues noted above, the proposed Ordinance will not require projects of any size to join the TMA. Membership in the TMA will be optional and included in the TDM Toolkit, incentivizing new projects to join as a way to satisfy their TDM requirements and trip-reduction goals.

— While TMA membership will not be required, staff with the TMA, will explore the process of establishing a PBID in Mountain View following adoption of the Ordinance. Similar to other jurisdictions, such as the City of Emeryville, the goal of establishing the PBID will be to provide a long-term and scalable approach to funding TMA-provided services, including the MVgo shuttle. A PBID in Mountain View would also support growing membership in the TMA by clearly defining the structure for governance and assessment of member fees.

- **Enforcement and Penalties:** The proposed Ordinance seeks to align the enforcement provisions under Section 1.7 (Code enforcement—Violations) and Section 1.17 (Administrative penalties) of the Mountain View City Code. This approach is consistent with neighboring jurisdictions that situate violations of TDM noncompliance under municipal code sections in accordance with administrative citations. Where the project is not at fault for noncompliance, the assessment of penalty fees may be waived under certain circumstances, such as unavailability of a TDM service provider, high vacancy, or economic hardship. Additionally, the City Code enforcement provisions will consistently apply to all projects subject to the Ordinance rather than specific project Conditions of Approval. Staff will work with existing projects who request to opt into the Citywide TDM Ordinance in order to benefit from this streamlined enforcement approach.

FISCAL IMPACT

To support effective implementation of the TDM Ordinance and ensure long-term program sustainability, the City has hired a consultant to support cost estimating and an implementation planning study. This study will evaluate the range of City staff time and administrative resources required to administer the Ordinance, including TDM Plan review during entitlement, ongoing monitoring and reporting, compliance and enforcement activities, program evaluation, and maintenance of any supporting software platforms. The

findings will inform consideration of a potential annual TDM fee, intended to recover a portion of the City's ongoing costs associated with administering and enforcing the Ordinance. The study will account for efficiencies gained through standardized reporting, automation, and potential partnerships, with the intent of helping align any future fee with the level of effort required to support participating developments over time. Following completion of this fee study, staff will draft a resolution for the City Council to review and adopt.

As part of developing a TDM Toolkit, staff has identified a range of flexible and affordable options for applicants to choose from based on cost-effectiveness and trip-reduction potential. The TDM Toolkit benchmarks the TDM measures along the expected cost level for implementing a prospective strategy. For example, strategies will range from as low as ($0 to $5,000), medium cost ($5,000 to $50,000), and high ($50,000 and above), or cost-neutral. Actual costs may vary by project according to scale of proposed measure(s), subsidy, and participant coverage, which would provide needed cost elasticity to projects implementing a TDM program.

ENVIRONMENTAL REVIEW

The City Council finds, pursuant to Title 14 of the California Code of Regulations, Section 15307 that this ordinance is not subject to the California Environmental Quality Act (CEQA) because it is an action undertaken by a local agency for the purposes of protecting natural resources. The City Council also finds that on a separate and independent basis, pursuant to Title 14 of the California Code of Regulations, Section 15308 that this ordinance is not subject to the California Environmental Quality Act (CEQA) because it is an action undertaken by a local agency for the purposes of protecting the environment.

ENVIRONMENTAL PLANNING COMMISSION REVIEW

The EPC does not have recommendation authority over standalone municipal ordinances outside of Chapter 36 (Zoning), such as the proposed Transportation Demand Management (TDM) Ordinance. Consistent with this provision, staff is not seeking a formal EPC recommendation. However, the TDM Ordinance is consistent with the EPC's role to monitor and advise the City Council on general planning matters and environmental quality. Further, the Ordinance will necessitate subsequent amendments to Precise Plans, which are within the EPC's purview. Therefore, staff is presenting the draft Ordinance to the EPC at this time to support its role in establishing and monitoring the City's environmental planning process and in providing input on policy matters related to plan implementation. In lieu of a formal recommendation, staff will forward to Council any comments on the draft Ordinance shared by a majority of the EPC.

NEXT STEPS

Following EPC review, the proposed ordinance and the EPC comments will be forwarded to the City Council at a public hearing tentatively scheduled for June 9, 2026. If approved by the City Council in June, a second reading of the Ordinance will occur June 23, 2026, and the proposed Ordinance would be effective 30 days after the second reading. Once adopted, implementation steps will include:

- Development and refinement of the TDM Program Standards and a TDM Toolkit;
- Update Precise Plans and the City Code to implement Housing Element action items and Ordinance provisions;
- Present an annual TDM fee resolution to Council for review and adoption;
- Explore feasibility of establishing a Property-Based Assessment District Citywide;
- Integration with the City's permitting and entitlement processes;
- Establishment of ongoing monitoring and reporting systems, including identifying technology solutions/providers; and
- Coordination with stakeholders and regional partners.

Staff anticipates final adoption of the Ordinance by summer 2026.

CONCLUSION

The proposed TDM Ordinance provides a consistent, Citywide approach to TDM program implementation that will inform future updates to Precise Plans and ensure alignment between development standards and transportation impact analyses. Adoption of the Ordinance represents a key step in advancing the City's efforts to reduce single-occupancy vehicle trips for development and increase use of sustainable travel options. The proposed Ordinance also fulfils a key Council Strategic Priority of the General Plan and Sustainability Action Plan intended to bolster more healthy, sustainable patterns of transportation and planned growth.

PUBLIC NOTIFICATION

The meeting agenda and staff report were posted on the City's website and distributed to interested stakeholders, including community groups, business organizations, and individuals who have requested notification on TDM-related topics. A newspaper notice has been circulated for this meeting.

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Public Works Director

Reviewed by:

Allison Boyer
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PWK/BP-04-15-26SR

Attachments:
1. Draft Citywide Transportation Demand Management Ordinance
2. Draft TDM Program Standards
3. Draft TDM Toolkit

File #: 205785, **Version:** 1

Middlefield Road Complete Streets, Project 22-01

Receive an update on the concept design for Middlefield Road Complete Streets, Project 22-01.

City of Mountain View

MEMORANDUM

Public Works Department

DATE: May 5, 2026

TO: Council Transportation Committee

FROM: Hoa Nguyen, Associate Civil Engineer
Joseph Cervantes, Senior Civil Engineer
Robert Gonzales, Principal Civil Engineer
Edward Arango, Assistant Public Works Director/City Engineer

VIA: Jennifer Ng, Public Works Director

SUBJECT: **Middlefield Road Complete Streets, Project 22-01**

RECOMMENDATION

Receive an update on the concept design for Middlefield Road Complete Streets, Project 22-01.

BACKGROUND

Middlefield Road is a critical east-west road connecting Mountain View with the cities of Palo Alto and Sunnyvale. This arterial roadway is approximately 3.6 miles in length and consists of four lanes with two travel lanes and an on-street Class II bicycle lane in each direction for the full length of the roadway. Between Moffett Boulevard and Whisman Road, the bicycle lanes are open only part-time—on weekends and between 7:00 p.m. and 2:00 a.m. and on weekdays, parking is allowed in the bicycle lane. Middlefield Road is an important throughfare for both vehicles and bicyclists traversing within and through Mountain View.

The City's adopted Vision Zero Action Plan and Local Road Safety Plan identified Middlefield Road as part of the local High-Injury Network, with several crashes in the segment stretching between Moffett Boulevard and Ferguson Drive. The AccessMV Comprehensive Modal Plan, approved by Council on May 25, 2021, identified this segment of Middlefield Road as a Tier 2 priority corridor for transportation improvement projects proposing Class IV separated bikeways. Identification as a priority corridor indicates that the corridor should be evaluated to include potential multimodal transportation improvements. AccessMV also identified Middlefield Road as a high-stress facility with a bicycle level of traffic stress (BLTS) of 3 out of 4, where 4 represents the most stressful condition for cyclists.

The City is currently developing the Active Transportation Plan (ATP) to identify the City's holistic bicycle and pedestrian network and provide priority recommendations for projects that support

multi-modal improvements. The improvements proposed as part of the Project are considered 'in design' in the ATP. Staff will be bringing the ATP to the Bicycle/Pedestrian Advisory Committee (BPAC) in spring 2026 for feedback.

For this project, on June 29, 2022, the Bicycle/Pedestrian Advisory Committee (BPAC) was presented and supported the Complete Streets Checklist for the One Bay Area Grant (OBAG 3) grant application for review and comment prior to submittal of the grant application by the City to Valley Transportation Authority (VTA) in July 2022. The grant application sought funding for three projects, one of which was the Middlefield Road Complete Streets project with the following scope:

- Road resurfacing and restriping of Middlefield Road between Moffett Boulevard and Whisman Road;
- New Class IV protected bikeways on Middlefield Road between Moffett Boulevard and Bernardo Avenue, with Class II bike lanes or a multiuse facility over the State Route 85 (Highway 85) overpass; and
- Pedestrian and bicycle improvements at four intersections (Moffett Boulevard, Easy Street, Tyrella Avenue, and North Whisman Road).

In support of the project and to discuss the elimination of on-street parking, staff conducted an open house on June 21, 2022 and a community bike ride in 2022.

On January 25, 2023, the City was awarded $2,406,000 for the Middlefield Road Complete Street Project (Project) through the Santa Clara Valley Transportation Authority (VTA) OBAG 3 program.

The Project limits are between Moffett Boulevard and Bernardo Avenue, representing 1.6 miles of the 3.6-mile corridor (see Figure 1). To secure the grant, on February 14, 2023, Council adopted Resolution No. 18760, providing local support and authorizing staff to file an application for federal aid, commit matching funds, and state assurance to complete the Project.

On May 28, 2024, Council awarded a professional services agreement to Siegfried Engineering (Siegfried) to provide design and construction support services for the Project. In the Siegfried contract, the design scope was expanded beyond the OBAG 3 grant elements to include improving the pavement surfacing improvements between Whisman Road and Ferguson Drive where Class IV bike lanes are being proposed. Also, other active transportation improvements along the corridor, including a new pedestrian hybrid beacon signal at Tyrella Avenue and new crosswalk and pedestrian hybrid beacon signal adjacent to the VTA light rail tracks.

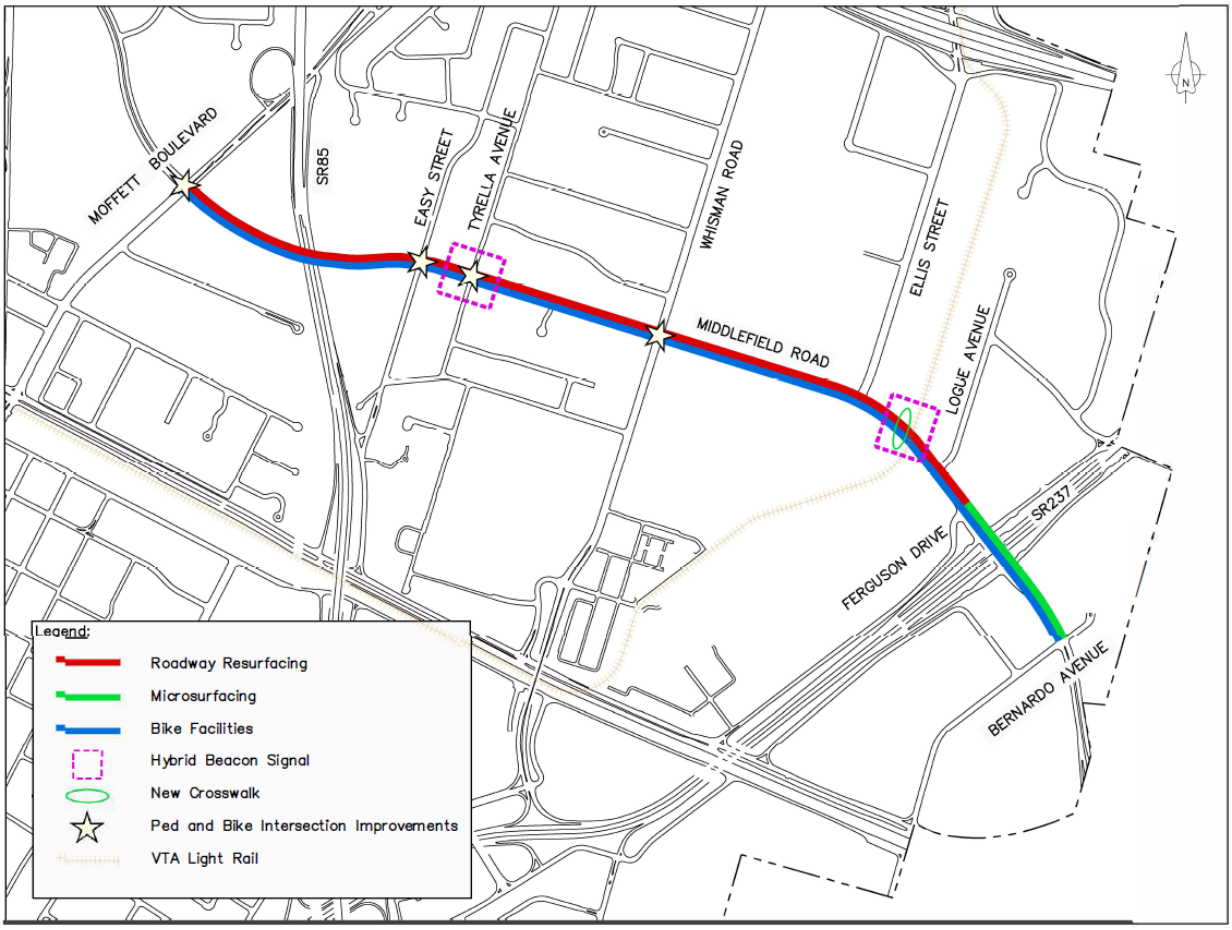


Figure 1: Project Location Map

Community Outreach

On June 21, 2022, staff held a virtual community meeting to gather feedback on the Project. Over 1,700 postcards were sent to impacted residents along with email and posting on MyMV. Feedback was provided by twenty attendees and eight residents who submitted their comments via email. Residents expressed support for safe bike lanes, slower traffic, and the removal of parking.

Regional Corridor

The City has several major corridors that provide key connections within and through the City (see Figure 2).

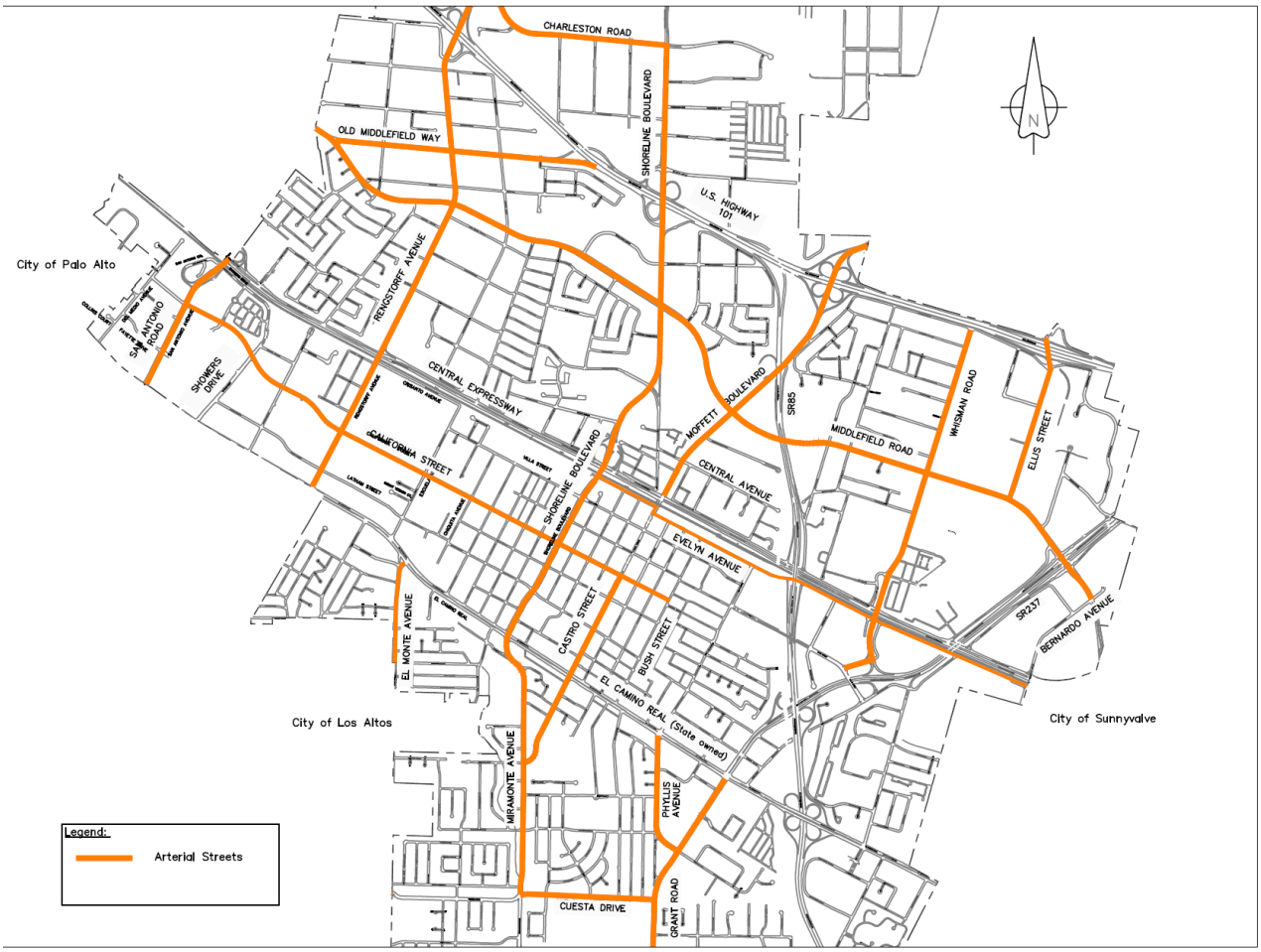


Figure 2: Major City Corridors

Middlefield Road is one of three City-controlled east-west regional corridors in the City's street network that serve as connectors between other cities; the other three streets are Cuesta Drive, California Street, and Evelyn Avenue. Except for California Street that received a road diet in 2025, each of these corridors consists of two lanes in each direction to provide enough capacity for the throughput of vehicles. Middlefield Road is the only corridor in the City's network to directly connect the adjacent cities of Sunnyvale and Palo Alto. Other east-west corridors include El Camino Real and Central Expressway, but are controlled by the California Department of Transportation (Caltrans) and County of Santa Clara, respectively.

DISCUSSION

The original project as written in the OBAG 3 grant scope was a repaving and minor restriping to revise the roadway geometry from Class II to Class IV bike lanes in each direction, but keeping the two lanes in each direction for vehicular travel.

In March 2025, the BPAC provided commentary on a similar project, Moffett Road Complete Street, and requested roadway projects moving forward to consider vehicle lane reductions/road diets in favor of more robust bicycle and pedestrian facilities. The OBAG 3 grant did not include evaluation of a road diet as part of the original project scope and the City provided the funding for the analysis.

Factors that are included by staff when considering a road diet include: roadway classification, overall roadway network, average daily trips utilizing the roadway, safety, emergency response (medical, police, and fire), transit access, and operational impacts.

Road-Diet Analysis

The City has implemented road diets to support the City's goals to improve safety primarily for bicyclists, provide for active transportation enhancements, and allow for opportunities for other street amenities to be implemented. In previous discussions on projects, the community has also expressed a desire to continue implementing road diets on City streets to similarly promote these goals. Figure 3 outlines those streets that have recently received, or are planned to receive, road-diets.

Figure 3: Implemented and Planned Road Diets

To fully evaluate the Middlefield Road corridor for a potential road diet, staff initiated a traffic study (Study) by Hexagon Transportation Consultants to analyze the intersection and corridor operational impacts of a reduction of vehicular travel from two lanes to one lane in each direction along the corridor. The Study analyzed traffic operations at key intersections and roadway segments. The three scenarios analyzed were: existing conditions, background conditions (existing conditions plus known planned developments and infrastructure changes), and cumulative conditions (build out of the General Plan). Each of the three scenarios were analyzed with and without the proposed road diet. As further detailed below, the evaluation criteria used for the scenarios included:

- Roadway capacity;
- Level of service; and
- Queuing.

Roadway Capacity

Middlefield Road is a four-lane arterial and is estimated to have a vehicle capacity of 900 vehicles per hour per lane. Thus, under the existing roadway configuration, Middlefield Road has a capacity of 1800 vehicles per hour in each direction throughout the project corridor. Under the road diet conditions, Middlefield Road would be reduced to one lane in each direction, reducing the capacity to 900 vehicles per hour in each direction.

The hourly traffic volumes for each travel direction throughout the day were evaluated against the roadway hourly capacity to determine whether the segment volumes for the study scenarios would exceed the capacity and when the capacity deficiencies would occur throughout the day.

As shown in Table 1, under all three conditions (existing, background, and cumulative), with the existing lane configuration, traffic volumes along Middlefield Road were shown to be within the roadway capacity throughout the corridor. With the road diet implemented, if no traffic diversion occurs, Middlefield Road would experience over-capacity conditions as follows:

- Under existing conditions, for one hour per day during the PM peak period in the west-bound direction between Moffett Boulevard and State Route 237 (SR-237).
- Under background conditions, for one hour per day during the PM peak period in the west-bound direction between Whisman Road and State Route 237 (SR-237). Additionally, for one hour per day during the PM peak period in the east-bound direction between Moffett Boulevard and Whisman Road.
- Under cumulative conditions, for two hours per day during the AM peak period and three hours per day during the PM peak period between Moffett Boulevard and Whisman Road.
- Under cumulative conditions, for one hour per day during the AM peak period and two hours per day during the PM peak period between Whisman Road and SR-237.
- Under cumulative conditions, for one hour per day during the AM peak period and three hours per day during the PM peak period between SR-237 and Bernardo Avenue.

Table 1: Roadway Capacity

Middlefield Road Segment Capacity Evaluation Summary – Existing Conditions

Middlefield Road Segments	ADT	No Road Diet: Daily Hours Over Capacity	No Road Diet: Peak Commute Hours Over Capacity[1]	With Road Diet: Daily Hours Over Capacity	With Road Diet: Peak Commute Hours Over Capacity[1]
1 Middlefield Rd, Moffett Blvd - Whisman Rd	13,190	0	0	1	1 (PM Peak Hour)
2 Middlefield Rd, Whisman Rd - SR 237	10,418	0	0	1	1 (PM Peak Hour)
3 Middlefield Rd, SR 237 NB Ramp - eastern City Limits	13,342	0	0	0	0

[1] Peak commute hours refer to 7 AM to 10 AM during the AM peak hour and 4 PM to 7 PM for the PM peak hour

Middlefield Road Segment Capacity Evaluation Summary – Background Conditions

Middlefield Road Segments	ADT	No Road Diet: Daily Hours Over Capacity	No Road Diet: Peak Commute Hours Over Capacity[1]	With Road Diet: Daily Hours Over Capacity	With Road Diet: Peak Commute Hours Over Capacity[1]
1 Middlefield Rd, Moffett Blvd - Whisman Rd	15,600	0	0	1	1 (PM Peak Hour)
2 Middlefield Rd, Whisman Rd - SR 237	12,995	0	0	1	1 (PM Peak Hour)
3 Middlefield Rd, SR 237 NB Ramp - eastern City Limits	15,326	0	0	0	0

[1] Peak commute hours refer to 7 AM to 10 AM during the AM peak hour and 4 PM to 7 PM for the PM peak hour

Middlefield Road Segment Capacity Evaluation Summary – Cumulative Conditions

Middlefield Road Segments	ADT	No Road Diet: Daily Hours Over Capacity	No Road Diet: Peak Commute Hours Over Capacity[1]	With Road Diet: Daily Hours Over Capacity	With Road Diet: Peak Commute Hours Over Capacity[1]
1 Middlefield Rd, Moffett Blvd - Whisman Rd	24,218	0	0	6	2 (AM Peak Hour) and 3 (PM Peak Hours)
2 Middlefield Rd, Whisman Rd - SR 237	20,554	1 (PM Peak Hour)	1 (PM Peak Hour)	3	1 (AM Peak Hour) and 2 (PM Peak Hours)
3 Middlefield Rd, SR 237 NB Ramp - eastern City Limits	21,081	0	0	5	1 (AM Peak Hour) and 3 (PM Peak Hours)

[1] Peak commute hours refer to 7 AM to 10 AM during the AM peak hour and 4 PM to 7 PM for the PM peak hour

Level of Service

Level of service (LOS) is a qualitative description of operating conditions, measured in terms of delay, ranging from best (LOS A, free-flow conditions, with little or no delay) to worst (LOS F, jammed/congested conditions, with excessive delays). The City's standard for signalized intersections is LOS D or better, except for Congestion Management Program (CMP) intersections and facilities, County Expressway intersections, and intersections in the Downtown and San Antonio Center planning areas, where the standard is LOS E. The intersections evaluated are not CMP intersections and as such, are subject to the City's standard of LOS D or better. The results of the LOS analysis are shown in Table 2.

Table 2: Level of Service Results

			Level of Service (LOS)								
#	Intersection	Peak Hour	Existing	Existing w/ Road Diet	Change in Delay	Background	Background w/ Road Diet	Change in Delay	Cumulative	Cumulative w/ Road Diet	Change in Delay
1	Moffett Blvd and Middlefield Rd	AM	D	D	8.0	D	**E**	**22.7**	E	**F**	**106.6**
		PM	D	**F**	**42.1**	D	**F**	**97.4**	E	**F**	**116.1**
2	Easy St and Middlefield Rd	AM	C	C	2.8	C	C	3.9	C	**F**	**74.8**
		PM	B	B	3.3	B	B	4.9	C	**F**	**112.7**
3	Whisman Rd and Middlefield Rd	AM	C	C	2.8	C	C	3.5	D	**E**	**19.7**
		PM	C	D	13.2	C	**E**	**31.8**	D	**F**	**110.5**
4	Ellis St and Middlefield Rd	AM	B	C	15.7	C	**F**	**61.8**	B	**F**	**69.9**
		PM	B	C	15.4	D	**F**	**93.5**	C	**F**	**104.6**
5	Logue Ave and Middlefield Rd	AM	B	B	2.6	B	C	9.6	B	C	12.4
		PM	B	B	6.8	B	C	8.1	C	**E**	**32.2**
6	Ferguson Dr and Middlefield Rd	AM	B	B	1.6	A	B	4.1	B	B	1.4
		PM	B	B	2.5	B	B	4.8	B	C	13.5
7	SB SR 237 Service Rd and Middlefield Rd	AM	C	C	0	C	C	1.8	C	C	-1.6
		PM	C	C	2.6	C	D	1.0	D	C	1.5
8	NB SR 237 Service Rd and Middlefield Rd	AM	C	C	-2.6	C	C	-1.1	C	C	4.7
		PM	C	C	0.4	C	C	0.8	C	C	1.6
9	Bernardo Ave and Middlefield Rd	AM	B	B	0.6	B	C	1.3	B	B	2.0
		PM	B	C	4.1	C	C	2.7	C	C	7.8

Notes:
1. Average delay in seconds per vehicle is reported for signalized intersections.
BOLD indicates substandard level of service.
Boxed and BOLD indicates an operational deficiency.

Typically, LOS E and F are considered to be an over-saturated condition. Three intersections show a degradation in LOS (to E or F) when the project and other approved projects are implemented and drop below the City's level of service standard. Intersections that will experience LOS E and F are: Moffett Boulevard (AM and PM), Whisman Road (PM), and Ellis Street (AM and PM). Five intersections have a degraded condition in the cumulative condition: Moffett Boulevard, Easy Street, Whisman Road, Ellis Street, and Logue Avenue.

Level of service degradation is primarily due to queueing backups at left-turn pockets. Queuing analysis information is discussed below.

Queuing

Intersection queuing analysis evaluates vehicle stacking at left-turn lanes at the study intersections. The analysis estimates the 95th percentile queues and compares it to the storage capacity (e.g. the available length of left-turn lanes). The 95th percentile queue is the length of storage needed at a left turn pocket so that 95% of the time the queue length is not exceeded, and is the standard practice criterion used. Traffic queuing analysis allows staff to determine whether the road diet would cause or exacerbate queuing deficiencies. Table 3 lists intersections where demand exceeds capacity for each scenario. To resolve queuing deficiencies, existing left turn lanes would need to be lengthened by 200 additional feet cumulative along the entire

project corridor in the Existing Condition + Road Diet, 300 additional feet in the Background Condition + Road Diet, and over 1,500 additional feet in the Cumulative Condition + Road Diet.

Table 3: Intersections with Queuing Deficiencies

Traffic Condition Scenarios	Intersection with Queuing Deficiencies	Additional Left-turn Capacity (Feet)	Feasibility
Existing Conditions + Road Diet	Moffett Boulevard	Southbound Lane: 50 ft	Remove 3 trees
	Whisman Road	Northbound Lane: 50 ft	Feasible.
	Ellis Street	Southbound Lane: 75 ft	Feasible.
	SR 237 Northbound Service Road	Eastbound Lane: 25 ft	No room to extend the turning lane due to limited segment length
Background Conditions + Road Diet	Moffett Boulevard	• Northbound Lane (NB): 25 ft • Southbound Lane (SB): 100 ft	• NB: Feasible. • SB: Not feasible due to conflict with the existing turning lane.
	Whisman Road	Northbound Lane: 50 ft	Feasible.
	Ellis Street	• Southbound Lane (SB): 400 ft • Eastbound Lane (EB): 75 ft	• SB: Not feasible due to conflict with the existing crossing • EB: Not feasible due to conflict with the existing turning lane
	SR 237 Northbound Service Road	Eastbound Lane: 25 ft	No room to extend the turning lanes due to limited segment length
Cumulative Conditions + Road Diet	• Moffett Boulevard	• Northbound Lane (NB): 25 ft • Southbound Lane (SB): 100 ft • Eastbound Lane (EB): 200 ft	• NB: Feasible. • SB: Not feasible due to conflict with the existing turning lane. • EB: Remove 13-15 trees

		• Westbound Lane (WB): 400 ft	• WB: Not feasible due to extensive changes in roadway geometry
	Whisman Road	Northbound Lane: 325 ft	Require parking removal on Whisman Road.
	Ellis Street	Southbound Lane: 400 ft	Not feasible due to conflict with the existing crossing
	Logue Avenue	Eastbound Lane: 25 ft	Not feasible due to the conflict with VTA light rail's gate signal
	SR 237 Northbound Service Road	Eastbound Lane: 50 ft	No room to extend the turning lanes due to the limited segment length

To lengthen left turn pocket storage at median islands, approximately 13 to 15 trees would need to be removed along the corridor. The queuing issues would only be partially alleviated, as there are areas along the corridor where there is no space to lengthen the turn lanes, so queuing impacts would still be present. Table 3 summarizes the results of the queuing analysis for the road diet conditions with added information on the feasibility to address the deficiency.

The results indicate that the existing left-turn lanes do not have the capacity to handle peak-hour volumes under road diet conditions, leading to congestion in the single through lane. Furthermore, extending the left-turn lanes is generally not feasible and would require extensive median and tree removal.

In summary, the Study concluded that a road-diet would result in deficiencies of the intersection's level of service, increased intersection vehicle queuing, and reduced corridor capacity. Specifically, the road-diet would have the following impacts:

- Degrade traffic operations from LOS D or better, to LOS E or F (with A representing little delays and F representing excessive delays) at key intersections such as Moffett Boulevard, Whisman Road, Ellis Street, Easy Street, and Logue Avenue;
- Result in left-turn queuing deficiencies at SR-237 northbound Service Road, Ellis Street, Moffett Boulevard, and Logue Avenue;

- Increase queueing on Middlefield Road at one intersection during existing conditions, two intersections under background conditions, and three intersections under cumulative conditions.
- Provide over-capacity conditions for one hour during the PM peak period under existing and background conditions, and 6 hours under cumulative conditions. All of the side streets would continue to operate under capacity with or without the road diet on Middlefield Road; and
- Traffic flow would worsen along the corridor with only one travel lane in each direction, and the left-turn queues exceeding the left-turn lane storage capacity would spill into the through lane, blocking the through lane movements.

Additionally, the implementation of a road diet on Middlefield Road and the loss of road capacity would have daily and regional impacts during planned or unplanned lane closures on other east-west arterials. Additionally, emergency response times for medical, Police and the Fire Department would be impacted.

For the above reasons, staff does not recommend implementing a road-diet for Middlefield Road. A Class IV bikeway, and other elements as conditioned in the OBAG 3 grant funding, can be achieved without any lane reductions.

Design Concept

The corridor consists of two distinct segments, as shown in Attachment 1:

Segment A – Moffett Boulevard to Whisman Road

This segment, excluding the portion over State Route 85 (SR-85), includes existing center median islands, four travel lanes, part-time Class II bike lanes on both sides, and dedicated left-turn pockets at intersections. The existing bike lane is part-time, becoming a parking lane on weekends and between 7:00 p.m. and 2:00 a.m. on weekdays.

To implement a full-time Class IV bike facility, the **on-street parking will need to be removed at all times**. In addition to vertical elements, green bike lane striping will be added at conflict zones such as driveways and bus stops. Figure 4 shows the existing Class II bike facilities that will be converted to full-time Class IV facilities, with buffers and vertical delineators to separate bike lanes from travel lanes.

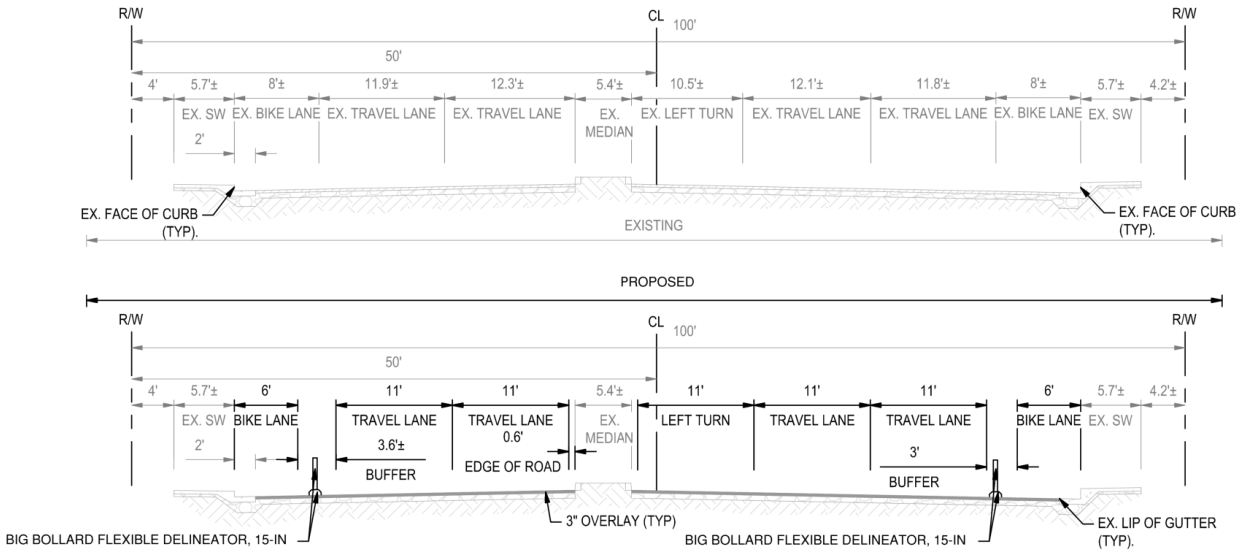


Figure 4: Typical cross section (Moffett Boulevard to Whisman Road)

SR-85 Overpass within Segment A

The SR-85 overpass within Segment A is approximately 1,000 feet long, and extends from the 555 West Middlefield Road site, over SR-85 to near the Steven Creek Trail entrance, just west of Easy Street. The existing segment features a center median island, four travel lanes, Class II bike lanes on both sides, and a sidewalk only on the north side (Figure 5).

Staff evaluated closing the sidewalk gap along the south side of the SR-85 bridge overpass including the feasibility of converting the existing bicycle lane to a shared multi-use path for eastbound bicyclists and pedestrians. Staff met with the California Department of Transportation (Caltrans), which owns the bridge. Caltrans staff confirmed that alterations to the bridge overpass, including, but not limited to, modifying the median and adjusting lane widths, will require a comprehensive review and approval process, which would cause the project to miss OBAG 3 funding grant deadlines. Therefore, staff will pursue design of a multi-use path as a separate project. This separate project will be proposed for additional design and construction funding in the next fiscal year. For the current project, the proposed layout on the bridge overpass will be similar to existing conditions as shown in Figure 6.

Figure 5: Sidewalk terminates at 555 W Middlefield Road (eastbound)

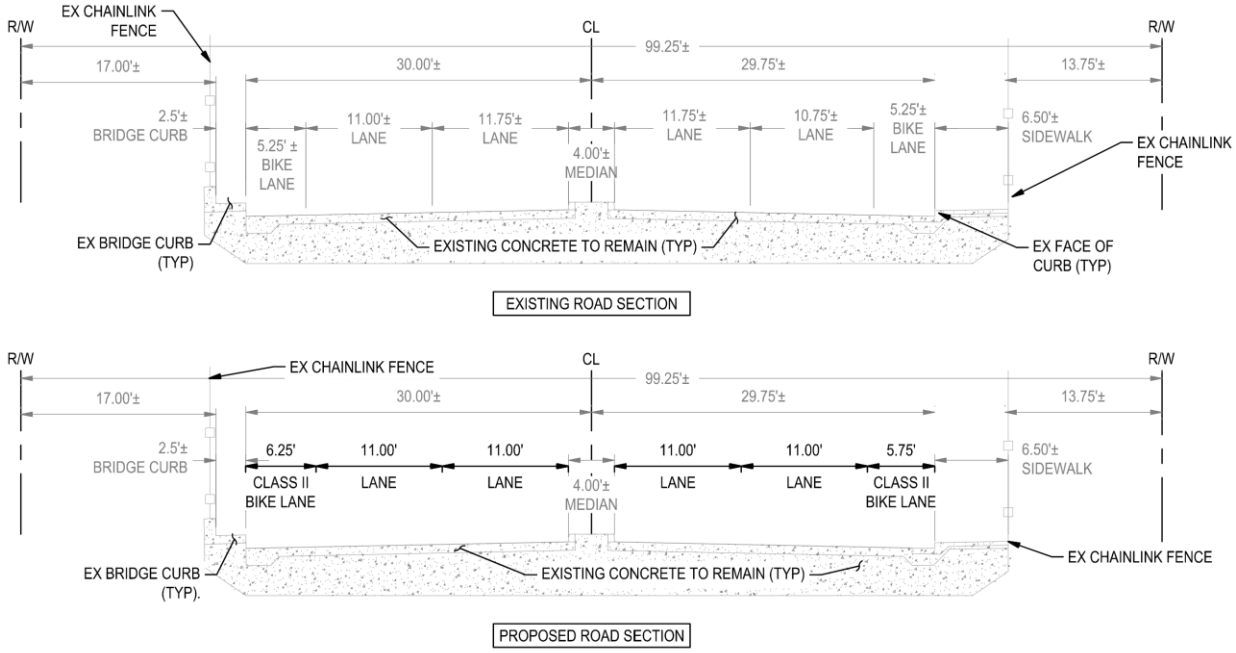


Figure 6: Typical cross section (SR-85 Overpass)

Segment B – Whisman Road to Bernardo Avenue

The remaining segment generally includes existing center median islands, four travel lanes, full-time Class II bike lanes on both sides, and dedicated left-turn pockets at intersections. This segment runs underneath SR-237 with on-ramp and off-ramp entrances. Similar to Segment A,

improvements include Class IV bike facilities with buffers and vertical delineators to provide separation between bike lanes and travel lanes. In addition to vertical elements, green bike lane striping will be added at conflict zones such as driveways and bus stops (see Figure 7).

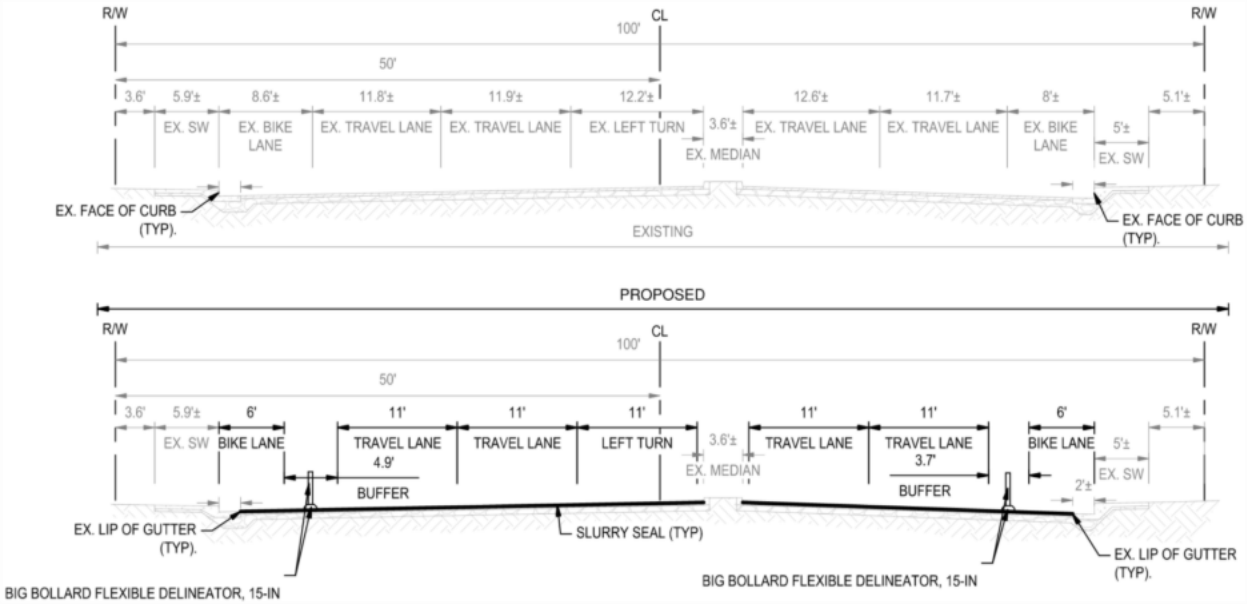


Figure 7: Typical cross section (Whisman Road to Bernardo Avenue)

SR-237/Middlefield Intersection Project

The City is partnering with VTA for improvements to the SR-237/Middlefield Road intersection and portions of the SR-237 Frontage Road. The project limits are the segment of Middlefield Road from approximately 100 feet west of Ferguson Drive to approximately 50 feet east of the SR-237 eastbound off-ramp, and westbound Frontage Road from Middlefield Road to Maude Avenue. The improvements will include pavement overlay throughout the project area, sidewalk improvements, and Class IV bike lanes on Middlefield Road and the westbound Frontage Road. This project is led by VTA and has not advanced to the design phase. It will be presented to the Council Transportation Committee this spring. The two projects will be coordinated as they proceed through design and construction.

Intersections

Improvements at intersections include high-visibility crosswalks, advanced stop bars, Accessible Pedestrian Signals (APS), and Americans with Disabilities Act (ADA) curb ramp upgrades (Figure 8).

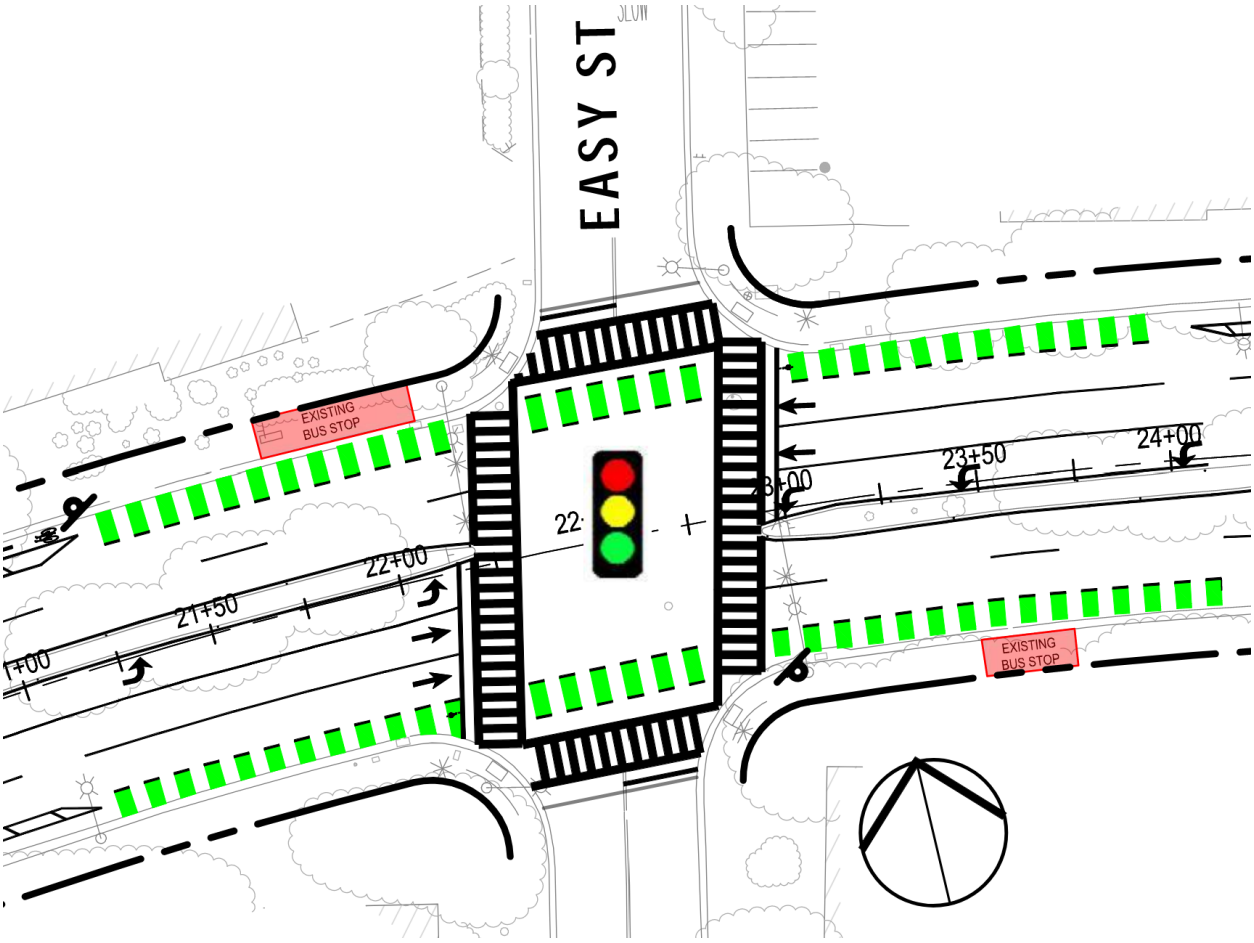


Figure 8: Typical Intersection

In summary, staff developed a concept layout that is consistent with the OBAG 3 grant application and the project budget. The project will include the following elements:

- Roadway resurfacing of Middlefield Road between Moffett Boulevard and Bernardo Avenue;
- Pedestrian hybrid beacon signal at Tyrella Avenue;
- Bicycle infrastructure improvements including new Class IV bike facilities between Moffett Boulevard and Bernardo Avenue (buffers with vertical elements and green striping at conflict zones); and
- Pedestrian improvements including high-visibility crosswalks, advanced stop bars, Accessible Pedestrian Signals, and Americans with Disabilities Act curb ramp upgrades.

The new crosswalk and pedestrian hybrid beacon signal adjacent to the VTA lightrail tracks was removed from the project scope due to its complexity and close proximity to the lightrail tracks,

which would have required extensive coordination with VTA and the California Public Utilities Commission jeopardizing the OBAG 3 funding required timeline.

Project Budget Update

Middlefield Road Complete Streets, Project 22-01, is funded with $2,406,000 from the OBAG 3 program grant funds, $144,000 from the Transportation Reserve Fund, $984,000 from the Construction/Conveyance Tax Fund, $11,000 from the Gas Tax Fund, $582,000 from the Measure B 2010 Vehicle License Fee, and $1,110,000 from the 2016 Measure B Sales Tax Fund, for a total project budget of $5,237,000. With this funding amount, there was insufficient funding to implement the recommended design concept.

In June 2025, the City was awarded $1,766,000 for the Project from the Housing Incentive Pool (HIP) grant through the Metropolitan Transportation Commission (MTC).

In December 2025, the City was awarded $5,170,000 through the State of California's Affordable Housing and Sustainable Communities (AHSC) program. The next step is completing the entitlement process to apply for the tax credit funding. If the tax credit award is received, staff will have the City Council consider a formal resolution to implement an agreement. Table 4 summarizes the project funding.

Table 4: Project Funding

Funding	Amount	Status
OBAG 3 Grant	$2,406,000	Adopted
Other funds	$2,831,000	Adopted
Total (current funding)	**$5,237,000**	
HIP Grant	$1,766,000	Awarded in June 2025
AHSC Grant	$5,170,000	Awarded in December 2025
Total (new grants)	**$6,936,000**	
Total	**$12,173,000**	

With the two recent successful grant funding awards, there is sufficient funding for the recommended concept design.

BICYCLE/PEDESTRIAN ADVISORY COMMITTEE

On April 29, 2026, staff presented this same design concept to the BPAC. Staff will verbally share BPAC's feedback at the May 5, 2026 CTC meeting, due to timing constraints prior to publishing this memo for the CTC meeting.

NEXT STEPS

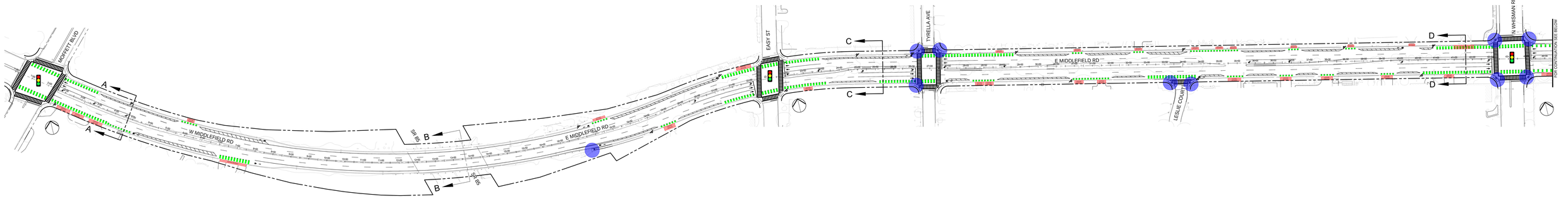
Staff will incorporate BPAC and CTC's feedback and advance the project design. Final design of the project is expected to be completed by the end of 2026 to meet the federal grant deadline. Construction is anticipated to start in summer 2027.

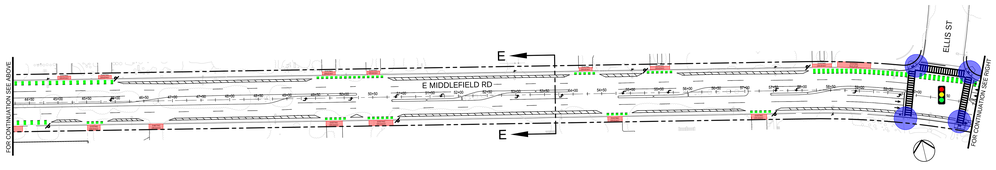
PUBLIC NOTICING

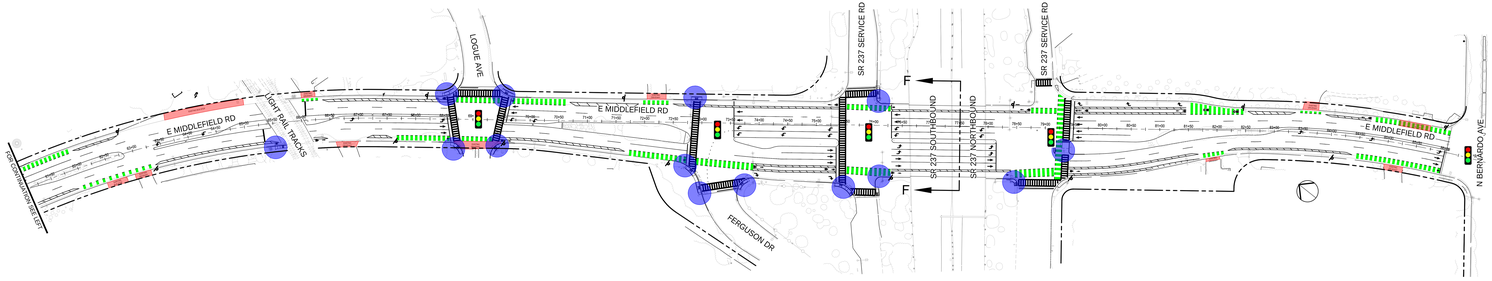
In addition to the standard agenda posting, notices of the project and consideration of parking removal were mailed to property owners and residents within 750' of the project site.

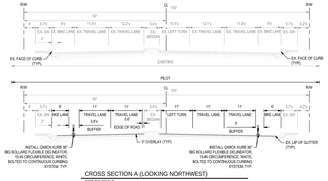
Attachment: 1. Middlefield Road Complete Streets – Preliminary design plans

cc: APWD Arango, PCE Gonzales, SCE Cervantes, ACE Nguyen, File (22-01)

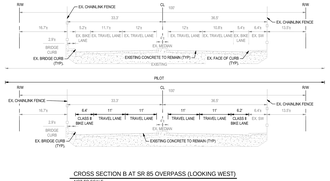




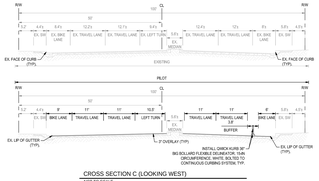




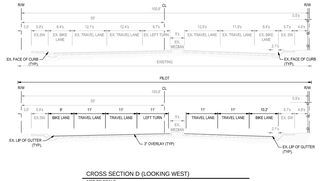
CROSS SECTION A (LOOKING NORTHWEST)
NOT TO SCALE



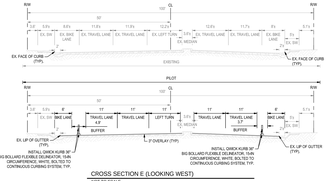
CROSS SECTION B AT SR 85 OVERPASS (LOOKING WEST)
NOT TO SCALE



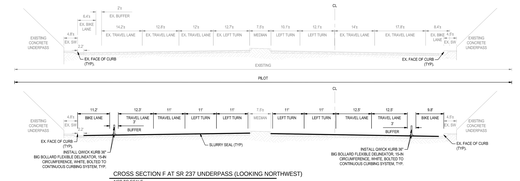
CROSS SECTION C (LOOKING WEST)
NOT TO SCALE



CROSS SECTION D (LOOKING WEST)
NOT TO SCALE



CROSS SECTION E (LOOKING WEST)
NOT TO SCALE



CROSS SECTION F AT SR 237 UNDERPASS (LOOKING NORTHWEST)
NOT TO SCALE

LEGEND:

- EXISTING DRIVEWAY / EXISTING BUS TOP
- EXISTING RIGHT OF WAY
- CROSSWALK
- PROPOSED STRIPING
- EXISTING SIGNALIZED INTERSECTION
- GREEN BIKE LANE STRIPING
- CURB RAMP RECONSTRUCTION
- PROPOSED STREET SIGN

0 25 50 100
SCALE: 1"=50'

City of Mountain View

CITY OF MOUNTAIN VIEW

MIDDLEFIELD ROAD COMPLETE STREETS PROJECT 22-01

APRIL 8, 2026

SIEGFRIED

File #: 206036, **Version:** 1

Staff Comments

File #: 206037, **Version:** 1

Committee Comments