

# District Department of Transportation (DDOT) Comprehensive Transportation Review (CTR) Scoping Form



The purpose of the Comprehensive Transportation Review (CTR) study is to evaluate potential impacts to the transportation network that can be expected to result from an approved action by the Zoning Commission (ZC), Board of Zoning Adjustment (BZA), Public Space Committee (PSC), a Federal or District agency, or an operational change to the transportation network. The Scoping Form accompanies the *Guidance for Comprehensive Transportation Review* and provides the Applicant an opportunity to propose a scope of work to evaluate the potential transportation impacts of the project.

**Directions:** The *CTR Scoping Form* contains study elements that an Applicant is expected to complete to determine the scope of the analysis. An Applicant should fill out this *Scoping Form* with a proposed scope of analysis commensurate with the requested action and submit to DDOT in Word format for review and concurrence. Accordingly, not all elements and figures identified in the *Scoping Form* are required for every action, and there may be situations where additional analyses and figures may be necessary. The Applicant should fill out as many sections as possible and leave blank any sections that are not relevant to their project. Once a completed *Scoping Form* is submitted, DDOT will provide feedback on the initial proposed scope. DDOT’s turnaround times are four (4) weeks for CTRs with a Traffic Impact Analysis (TIA) and three (3) weeks for all other lower tier studies. After the *Scoping Form* has been finalized and agreed to by DDOT, the Applicant is required to expand upon the elements outlined in this *Form* within the study and comply with all CTR requirements not specifically addressed in this *Form*.

Scoping Information
<b>Date(s) Scoping Form Submitted to DDOT:</b>
<b>DDOT Case Manager:</b>
<b>Date(s) Scoping Form Comments Returned to Applicant:</b>
<b>Date Scoping Form Finalized:</b>

Project Overview	Proposed Development Program
<b>Project Name:</b>	<b>Use(s)</b>
<b>Case Type &amp; No. (ZC, BZA, PSC, etc.):</b>	<b>Residential (dwelling units):</b>
<b>Applicant/Developer Name:</b>	<b>Retail (square feet):</b>
<b>Transportation Consultant and Contact Info:</b>	<b>Office (square feet):</b>
<b>Land Use Counsel and Contact Info:</b>	<b>Hotel (rooms):</b>
<b>Site Street Address:</b>	<b>Other:</b>
<b>Site Square &amp; Lot:</b>	<b># of Vehicle Parking Spaces:</b>
<b>Current Zoning and/or Overlay District:</b>	<b># of Carshare spaces:</b>
<b>Estimated Date of Hearing:</b>	<b># of Electric Vehicle Stations:</b>
<b>ANC/SMD No. &amp; SMD Commissioner Name:</b>	<b>Bicycle Parking Facilities</b>
<b>OP Small Area Plan (if applicable):</b>	<b>Long-term / Short-Term spaces:</b>
<b>DDOT Livability Study (if applicable):</b>	<b>Showers / Lockers (non-residential):</b>
<b>Within ½ Mile of <a href="#">Metrorail</a> or ¼ mile of <a href="#">Priority Bus/Streetcar</a>?:</b>	<b>Loading Berths/Spaces:</b>

**Project Name / Address – date of scoping version**

**Documents to be Submitted to DDOT:** *Any action requiring a CTR or some other evaluation of on-site or off-site transportation facilities must submit one of the following documents to DDOT. It must be appropriately scoped for the specific action proposed and document all relevant site operations and transportation analyses.*

- CTR Study** (100 or more total peak hour person trips OR 25 or more peak hour vehicle trips in peak direction, or as deemed necessary by DDOT)
  - TIA Component of CTR Study Triggered** (25 or more peak hour vehicle trips in peak direction, or as deemed necessary by DDOT)
- Transportation Statement** (limited scope based on specifics of project OR if Low Impact Development Exemption from CTR and TIA is requested)
- Standalone TIA** (project proposes a change to roadway capacity, operations, or directionality, has a site access challenge, or as deemed necessary by DDOT)
- Other, specify:** \_\_\_\_\_
- Include PDF of report with appendices, traffic analysis files, and traffic counts in DDOT spreadsheet format (total size of all digital files under 15 MB, if possible)

**Existing Site and Description of Action:** *Describe the type(s) of regulatory approval(s) being requested and any background information on the project relevant to the requested action such as the existing uses, amount of vehicle parking, and other notable proposed changes on-site. Also note any other needed regulatory approvals outside of the zoning action discussed in this Form (e.g., Surveyor’s Order for alley closure).*

**Prior Related Action(s), Conditions, and Commitments:** *Note any prior approvals by ZC, BZA, or PSC (e.g., Campus Master Plan, First Stage PUD, student/faculty cap, etc.) for the site and list all relevant conditions and proffers still in effect from the previous approval and status of completion. Attach a copy of the Decision section from the previous Zoning Order if still in effect.*

## Section 1: SITE DESIGN

DDOT reviews the site plan to evaluate consistency with DDOT’s standards, policies, and approach to access as documented in the most recent Design and Engineering Manual (DEM). If the proposal for use of public space is found to be inconsistent with the agency approach, DDOT will note this regardless of its relevance to the action. It is DDOT’s position that issues regarding public space be addressed at the earliest possible opportunity to ensure the highest quality project design and to minimize project delays and the need to re-design a site in the future.

CATEGORY & GUIDELINES	APPLICANT PROPOSAL	DDOT COMMENTS
<p><b>Site Access and Connectivity</b></p> <p>Show site access points for all modes. Include proposed curb cut locations, curb cuts to be closed, access controls (e.g., right-in/out, signalized), sight distances and sight triangles from access points and new intersections, driveway widths and spacing, on- and off-site parking locations, inter-parcel connections, public/private status of driveways, alleys, and streets, and whether easements, dedications, or ROW closures are proposed.</p> <p><i>See Section 1.1 of the CTR Guidelines for more detailed guidance.</i></p>	<p><input type="checkbox"/> Scoping Graphic: Project Location Map</p> <p><input type="checkbox"/> Scoping Graphic: Site Circulation Plan</p> <p><input type="checkbox"/> Scoping Graphic: Plat for Site’s Square and Lot from Office of the Surveyor (if official plat not available, provide copy from SURDOCS)</p>	
<p><b>Loading</b></p> <p>Discuss and show the quantity and sizes of loading berths/delivery spaces, trash storage locations, on- and off-site loading locations, turnaround design, nearby commercial loading zones, and anticipated demand, operations, and routing of delivery and trash vehicles. Identify the sizes of trucks anticipated to serve the site and design vehicles to be used in truck turning diagrams. Provide truck turning diagrams in the body of the report not the appendix. Include a Loading Management Plan (LMP) if zoning relief, back-in loading, or curbside loading is proposed.</p> <p><i>See Section 1.2 of the CTR Guidelines for more detailed guidance. A template LMP is provided in Appendix E.</i></p>	<p><input type="checkbox"/> Scoping Graphic: Location of loading area with internal building routing</p> <p><input type="checkbox"/> Scoping Graphic: Truck Turning Diagrams (to/from the site, alley, truck routes)</p>	
<p><b>Vehicle Parking</b></p> <p>Identify all off-street parking locations (on- and off-site) and justify the amount of on-site vehicle parking, including a comparison to the number of spaces required by ZR16 and DDOT’s Preferred Maximum rates (Figure 10). Provide parking calculations and parking ratios by land use, including any eligible ZR16 vehicle parking reductions (i.e., within ¼ mile of Priority Bus Route, within ½ mile of Metrorail Station, providing carshare spaces, located within a D zone, etc.). Confirm whether ZR16 TDM Measures will be required per Subtitle C § 707.3 for providing more than double the required amount of parking.</p> <p><i>See Section 1.3 of the CTR Guidelines for more detailed guidance.</i></p>	<p><input type="checkbox"/> Scoping Table: Parking Calculations with Comparison to ZR16 and DDOT’s Preferred Maximum Vehicle Parking (Figure 10)</p> <p><input type="checkbox"/> Scoping Graphic: Off-Street Parking Locations (both on- and off-site)</p>	
<p><b>Bicycle Parking</b></p> <p>Identify the locations of proposed bicycle parking and justify the amount of long- and short-term spaces proposed. Provide a calculation of the number of spaces required by ZR16, as well as showers and lockers for non-residential uses, and ensure they are designed appropriately into the project.</p> <p><i>See Section 1.4 and Appendix F of the CTR Guidelines, and the latest <a href="#">DDOT Bike Parking Guide</a>, for more detailed design guidance.</i></p>	<p><input type="checkbox"/> Scoping Graphic: Locations of internal bicycle parking spaces, routing to these spaces, and related support facilities including locker rooms, showers, storage areas, and service repair rooms</p>	

<p><b>Streetscape and Public Realm</b></p> <p>Provide a conceptual layout of the streetscape and public realm including at minimum: curb cuts, vaults, sidewalk widths, street trees, grade changes, building projections, short-term bicycle parking, and any existing bus stops. Also provide the permit tracking numbers and PSC hearing date, if known, for any approved public space designs. Note any non-compliant public space elements requiring a DCRA code modification or PSC approval.</p> <p><i>See Section 1.5 of the CTR Guidelines for more detailed guidance. A summary of public space best practices and DDOT standards are also documented in the DEM, Public Realm Design Manual, and corridor Streetscape Guidelines (if applicable).</i></p>	<p><input type="checkbox"/> Scoping Graphic: Preliminary Public Space Concept</p>	
<p><b>Sustainable Transportation Elements</b></p> <p>Identify all sustainable transportation elements, such as electric vehicle (EV) charging stations and carshare spaces proposed to be included in the project. Electrical conduit should be installed in parking garage so that additional EV stations can be provided later. DDOT recommends 1 per 50 vehicle spaces be served by an EV station. Note that District regulations for EV infrastructure is fast evolving and additional requirements may go into effect.</p> <p><i>See Section 1.6 of the CTR Guidelines for more detailed guidance.</i></p>		
<p><b>Heritage, Special, and Street Trees</b></p> <p>Heritage Trees are defined as having a circumference of 100 inches or more. They are protected by District law and must be preserved if deemed non-hazardous by Urban Forestry Division (UFD). Special Trees are between 44 inches and 99.99 inches in circumference and may be removed with a permit. Note whether there are existing Heritage Trees on-site or in adjacent public space. The presence of Heritage Trees will impact site design since they may not be cut down. Conduct an inventory of existing and missing street trees within a 2-block radius of the site. Provide a screenshot from UFD’s map of existing and missing street trees.</p> <p><i>See Section 1.7 of the CTR Guidelines for more detailed guidance.</i></p>		

**Section 2: MULTI-MODAL TRIP GENERATION**

CATEGORY & GUIDELINES	APPLICANT PROPOSAL	DDOT COMMENTS
<p><b>Mode Split</b></p> <p>Provide mode split assumptions with sources and justification. Adjustments to mode split assumptions may be made, as appropriate, if the number of vehicle parking spaces proposed is significantly lower or higher than expected for the context of the neighborhood.</p> <p>The agreed upon mode split assumptions may not be revised between scoping and CTR submission without amending the scoping form and receiving DDOT concurrence.</p> <p><i>See Section 2.1 of the CTR Guidelines for acceptable data sources and methodologies.</i></p>	<p><input type="checkbox"/> Scoping Table: Mode Split Assumptions by Land Use</p>	

<p><b>Trip Calculations</b></p> <p>Provide site-generated person trip estimates, utilizing the most recent version of ITE <i>Trip Generation Manual</i> or another agreed upon methodology such as manual doorway or driveway counts at similar facilities. Estimates must be provided by mode, type of trip, land use, and development phase during weekday AM and PM commuter peaks, Saturday mid-day peak, and daily totals. CTR must also include existing site trip generation based on observed counts. Include estimates for the transit, bicycle, walk, and automobile modes.</p> <p>The agreed upon trip generation methodology may not be revised between scoping and CTR submission without amending the scoping form and receiving DDOT concurrence. Consult the DDOT Case Manager if site plan, development program, land uses, or density changes significantly.</p> <p>See Section 2.2 of the CTR Guidelines for guidance on auto occupancy rates, acceptable trip reductions, and other methodologies.</p>	<p><input type="checkbox"/> Scoping Table: Multi-Modal Trip Gen Summary (with mode split and applicable reductions, as appropriate)</p>	
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**Section 3: MULTI-MODAL NETWORK EVALUATION**

A multi-modal network evaluation is required in the CTR or Transportation Statement if the project generates 100 or more total person trips (combined inbound and outbound) OR 25 or more vehicle trips in the peak direction (highest of inbound or outbound) during any peak hour period. Existing site traffic, pass-by, TDM, internal capture or other reductions may not be taken in the calculation to determine if the project meets these thresholds. However, the reductions may be applied in the analysis, as appropriate, if a study is triggered. Multi-modal analyses in this section are required in all CTRs, unless otherwise specified. A Transportation Statement may only require some of the following sections depending on the specifics of the project and zoning action.

Requirement for a CTR may be waived if site is within ½ mile from Metrorail or ¼ mile from Priority Transit, total vehicle parking supply is below the max amount for its distance to transit (see Figure 10), site has a maximum of 100 parking spaces, a Baseline TDM Plan is implemented, site access and loading design are acceptable, an off-site safety or non-auto improvement is constructed, and long-term bike parking requirements are exceeded. Additional criteria may be found in the Low Impact Development Exemption section of the *CTR Guidelines*.

<p><b>CATEGORY &amp; GUIDELINES</b></p>	<p><b>APPLICANT PROPOSAL</b></p>	<p><b>DDOT COMMENTS</b></p>
<p><b>Strategic Planning Elements</b></p> <p>List any relevant planning efforts and demonstrate how the proposed action is consistent with District-wide planning documents, as well as localized studies. Note in any recommendations from these documents relevant to the development proposal.</p> <p>See Section 3.1 of CTR Guidelines for a list of strategic planning documents. Details on additional relevant plans and studies may be provided by the DDOT Case Manager.</p>		
<p><b>Pedestrian Network</b></p> <p>Evaluate the condition of the existing pedestrian network and forecast the project’s impact. Evaluation must include, at a minimum, critical walking routes, sidewalk widths, network completeness, and whether facilities meet DDOT and ADA standards. Study area will include, at a minimum, all roadway segments and multi-use trails within a ¼ mile radius from the site, with a focus on connectivity to Metrorail, transit stops, schools, and activity centers, and other neighborhood amenities.</p> <p>See Section 3.2 of the CTR Guidelines for more detailed guidance.</p>	<p><input type="checkbox"/> Scoping Graphic: Pedestrian Study Area with Walking Routes to Transit, Schools, Activity Centers, and Neighborhood Amenities</p>	

**Project Name / Address – date of scoping version**

<p><b>Bicycle Network</b></p> <p>Evaluate the condition of the existing bicycle network and forecast the project’s impact, including to Capital Bikeshare (CaBi). Evaluation must include, at a minimum, bicycle network completeness, types of facilities, and adequacy of CaBi locations and availability. Study area will include, at a minimum, all roadway segments and multi-use trails within a ½ mile radius from the site, with a focus on connectivity to Metrorail, transit stops, schools, major activity centers, and other bicycle trails or facilities. Look for opportunities to convert traditional bike lanes to protected bike lanes.</p> <p><i>See Section 3.3 of the CTR Guidelines for more detailed guidance.</i></p>	<p><input type="checkbox"/> <i>Scoping Graphic: Bicycle Study Area with Bicycling Routes to Transit, Schools, Activity Centers, and Other Bicycle Facilities and Trails</i></p>	
<p><b>Transit Network</b></p> <p>Evaluate, at a minimum, existing transit stop locations, adjacent bus routes and Metro headways, planned transit improvements, and an assessment of existing transit stop conditions (e.g., ADA compliance, bus shelters, benches, wayfinding, etc.). Study area is 1.0 mile for Metrorail stations and ½ mile for Streetcar, Circulator, and buses.</p> <p><i>See Section 3.4 of the CTR Guidelines for more detailed guidance.</i></p>	<p><input type="checkbox"/> <i>Scoping Graphic: Transit Study Area with Adjacent Routes and Stations</i></p> <p><input type="checkbox"/> <i>Scoping Graphic: Screenshots from DDOT Transit Maps Showing Where the Site Falls within Buffers from Metrorail and Priority Transit (Figures 11 and 12)</i></p>	
<p><b>Safety Analysis</b></p> <p>Qualitatively evaluate safety conditions at intersections and along blocks within the vehicle study area using professional expertise. This might identify geometric design issues, missing critical signage or restrictions, or unforeseen pedestrian desire lines, for example. Perform a review of DDOT Vision Action Plan. Note whether any study intersections have been identified by DDOT as high crash locations, if any safety studies have been previously conducted, and discuss the recommendations.</p> <p><i>See Section 3.5 of the CTR Guidelines for more detailed guidance.</i></p>		
<p><b>Curbside Management</b></p> <p>Propose a preliminary curbside management plan that is consistent with current DDOT policies and practices. Curbside signage / restrictions reset with new development and the Applicant is responsible for installing meters if required. The curbside management plan must delineate existing and proposed on-street parking designations/restrictions, including but not limited to pick-up/drop-off zones, loading zones, multi-space meters, RPP, and net change in number of on-street spaces as a result of the proposal.</p> <p><i>See Section 3.6 of the CTR Guidelines for more detailed guidance.</i></p>	<p><input type="checkbox"/> <i>Scoping Graphic: Existing Curbside Designations (minimum 2 block radius of site)</i></p>	
<p><b>Pick-Up and Drop-Off Plan</b></p> <p>Required for all new and existing schools and daycares with 20 or more students. May also be required for churches, hotels, or any other use expected to have significant pick-up/drop-off operations, as necessary. The plan will identify pick-up/drop-off locations and demonstrate adequate circulation so that the flow of bicycles and vehicles on adjacent street is not impeded and queueing does not occur through the pedestrian realm.</p> <p><i>See Section 3.6.4 of the CTR Guidelines for more detailed guidance.</i></p>		

<p><b>On-Street Parking Occupancy Study</b>                  This analysis is required if relief from 5 or more on-site vehicle parking spaces is being requested. It may also be required as part of a zoning or permitting case if DDOT has concerns about site-generated vehicles parking in adjacent residential neighborhoods.                   See Section 3.6.5 of the CTR Guidelines for more detailed guidance on study periods and analysis requirements.</p>	<p><input type="checkbox"/> Scoping Graphic: Study Area and Block Faces</p>	
<p><b>Parking Garage/Drive-Thru Queuing Analysis</b>                  If site contains 150 or more vehicle parking spaces AND direct access to a public street OR site contains a drive-thru, evaluate on-site vehicle queuing demand and provide analysis demonstrating parking entrance/ramps or drive aisle can properly process vehicles without queuing onto public streets.                   See Section 1.3.4 of CTR Guidelines for more detailed guidance.</p>		
<p><b>Motorcoaches</b>                  Propose methodology for data collection and analysis. Describe and show the parking locations, anticipated demand, existing areas on- and off-site for loading and unloading (and desired loading times restrictions, if any), and potential routes to and from designated truck routes. If on-street motorcoach parking is proposed, a plan for installation of signage and meters is required, subject to DDOT approval. This section is typically only required for uses that generate significant tourist activity (hotels, museums, cruises, concerts, etc.).                   See Section 3.7 of the CTR Guidelines for more detailed guidance.</p>		

**Section 4: TRAFFIC IMPACT ANALYSIS (TIA)**

The TIA component of a CTR is required when a development generates 25 or more vehicle trips in the peak direction (higher of either inbound or outbound vehicles) during any of the critical peak hour periods, after mode split is applied. Existing site traffic, pass-by, TDM, internal capture or other reductions may not be applied when calculating whether a TIA is required. However, trip reductions may be used in the multi-modal trip generation summary and assignment of trips within the TIA, as appropriate and agreed to by DDOT. A standalone TIA may also be required if the project proposes a change to roadway capacity, operations, or directionality; has a site access challenge; or as otherwise deemed necessary by DDOT.

CATEGORY & GUIDELINES	APPLICANT PROPOSAL	DDOT COMMENTS
<p><b>TIA Study Area and Data Collection</b>                  Identify study intersections commensurate with the impact of the proposed project and the travel demand it will generate. Study area must include all major signalized and unsignalized intersections, intersections expected to realize large numbers of new traffic, and intersections that may experience changing traffic patterns.                   See Sections 4.1 and 4.2 of the CTR Guidelines for more detailed guidance on study intersection selection and TMC count periods.</p>	<p><input type="checkbox"/> Scoping Graphic: Proposed Study Intersections   <input type="checkbox"/> Will provide hard copies of TMCs in CTR appendix and electronic copies in DDOT spreadsheet format at time of submission.</p>	
<p><b>TIA Study Scenarios</b>                  Propose an appropriate set of scenarios to analyze. These commonly include Existing, Background (No Build), Total Future, and Future with Mitigation. Note the anticipated build-out year and project phasing.                   See Section 4.3 of CTR Guidelines for guidance on study scenarios.</p>		

<p><b>TIA Methodology</b></p> <p>Propose an appropriate methodology for the capacity analysis including the type of software program to be used. Per DEM 38.3.5.1, HCM methodology will be used to determine Level of Service (LOS), v/c, and vehicle queue lengths. LOS must be reported by intersection approach and v/c by lane group. DDOT prefers Synchro 9 or newer software for capacity and queueing analyses.</p> <p><i>See Section 4.4 of the CTR Guidelines for more detailed guidance. DDOT's required standard Synchro and SimTraffic inputs/settings are provided in Appendix H.</i></p>	<p><input type="checkbox"/> Will provide copies of Synchro, SimTraffic, and other analysis software printouts in study appendix and electronic copies of analysis files at time of CTR submission.</p>	
<p><b>Transportation Network Improvements</b></p> <p>List and map all roadway, transit, bicycle, and pedestrian projects funded by DDOT or WMATA, or proffered by others, in the vicinity of the study area and expected to open for public use prior to the proposal's anticipated build-out year. Review the STIP, CLRP, and proffers/commitments for other nearby developments.</p> <p><i>See Section 4.5 of the CTR Guidelines for more detailed guidance.</i></p>	<p><input type="checkbox"/> Scoping Graphic: Locations of Background Transportation Network Improvements and Anticipated Completion Years</p>	
<p><b>Background Development / Local Growth</b></p> <p>List and map developments to be analyzed as local background growth. This will include known matter-of-right and zoning-approved developments within ¼ mile of site and others more than ¼ mile from site if their traffic is distributed through study intersections. Document the portions of developments anticipated to open by the projected build-out year.</p> <p><i>See Section 4.6.1 of the CTR Guidelines for more detailed guidance.</i></p>	<p><input type="checkbox"/> Scoping Graphic: Background Development Projects Near Study Area</p> <p><input type="checkbox"/> Scoping Table: Completion Amounts/Portions Occupied of Background Developments</p>	
<p><b>Regional Traffic Growth</b></p> <p>Propose a methodology to account for growth in regional travel demand passing through the study area. An appropriate methodology could include reviewing historic AADT traffic counts, MWCOG model growth rates, data from other planning studies, or recently conducted nearby CTRs. These sources should only be used as a guide.</p> <p>Generally, maximum annually compounding growth rates of 0.5% in peak direction and 2.0% in non-peak direction are acceptable. Adjustments to the rates may be necessary depending on the amount of traffic assumed from local background developments or if there were recent changes to the transportation network.</p> <p><i>See Section 4.6.2 of the CTR Guidelines for more detailed guidance.</i></p>	<p><input type="checkbox"/> Scoping Table and Graphic: Projected Regional Growth Assumptions (dependent on methodology), Show Growth rates by Road, Direction, and Time of Day</p>	



<p><b>Trip Distribution</b></p> <p>Provide sources and justification for proposed percentage distribution of site-generated trips. Additionally, document proposed pass-by distributions and the re-routing of existing or future vehicles based on any changes to the transportation network. Percentage distributions must be shown turning at intersections throughout the transportation network and at site driveways and garage entrances to ensure appropriate routing assumptions.</p> <p>The agreed upon trip distribution methodology may not be revised between scoping and CTR submission without amending this scoping form and receiving concurrence by DDOT Case Manager.</p> <p><i>See Section 4.7 of the CTR Guidelines for more detailed guidance.</i></p>	<p><input type="checkbox"/> <i>Scoping Graphic(s): Percentage Distribution by Land Use, Direction, Time of Day (must be shown turning at intersections and driveways)</i></p>	
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**Section 5: MITIGATION**

The completed CTR must detail all proposed mitigations. The purpose of discussing mitigation at the scoping stage is to highlight DDOT’s Significant Impact Policy, DDOT’s approach to mitigation, and to give the Applicant an opportunity to gain initial feedback on potential mitigations that are under consideration. Any mitigation strategies discussed and included in the *Scoping Form* are considered non-binding until formally evaluated in the study and committed to in documentation submitted as part of the case record.

<b>CATEGORY &amp; GUIDELINES</b>	<b>APPLICANT PROPOSAL</b>	<b>DDOT COMMENTS</b>
<p><b>DDOT Significant Impact Policy</b></p> <p>DDOT has two primary impact mitigation tests for development projects: 1) off-street vehicle parking supply, and 2) capacity impacts at intersections.</p> <p><i>See Section 5.1 of the CTR Guidelines for detailed policies and metrics for each of the two impact tests.</i></p>	<p><input type="checkbox"/> <i>The Applicant acknowledges DDOT’s Significant Impact Policy in Section 5.1 of the CTR Guidelines.</i></p> <p><input type="checkbox"/> <i>The study will comply with all other policies in the CTR Guidelines not explicitly documented in the Applicant Proposal or DDOT Comments columns.</i></p> <p><input type="checkbox"/> <i>The study will include all of the required graphics, tables, and deliverables for the relevant sections determined during scoping, as shown in Figure 7 of the CTR Guidelines.</i></p>	
<p><b>DDOT’s Approach to Mitigation</b></p> <p>DDOT’s approach to mitigation prioritizes (in order of preference) optimal site design, reducing vehicle parking, implementing TDM strategies, making non-automotive network improvements, and making a monetary contribution to DDOT’s Mitigation Fund for non-auto improvements, before considering options that increase roadway capacity or alter roadway operations.</p> <p><i>See Section 5.2 and Figure 18 of the CTR Guidelines for more detailed guidance on mitigation selection.</i></p>	<p><input type="checkbox"/> <i>The Applicant acknowledges DDOT’s approach to mitigation in Section 5.2 of the CTR Guidelines.</i></p>	
<p><b>Transportation Demand Management (TDM)</b></p> <p>A TDM Plan is typically required to offset site-generated impacts to the transportation network or in situations where a site provides more parking than DDOT determines is practical for the use and surrounding context. Document all existing TDM strategies being implemented on-site (even outside of a formal TDM Plan) and those being proposed and committed to by the Applicant. Elements of the TDM Plan included in CTR must be broken down by land use and user.</p> <p><i>See Section 5.3 of the CTR Guidelines for more detailed guidance. Sample TDM plans by land use and tier can be found in Appendix C.</i></p>	<p><input type="checkbox"/> <i>The study will include at least a Baseline TDM Plan. The TDM plan will increase to depending on the parking supply and other impacts identified in the study.</i></p>	

<p><b>Performance Monitoring Plan (PMP)</b></p> <p>DDOT may require a PMP in situations where anticipated vehicle trips are large in magnitude, unpredictable, or necessitate a vehicle trip cap. Typically, this is required for campus plans, schools, or large developments expected to have a significant amount of single occupancy vehicle trips. Document any existing performance monitoring Plans in effect and any proposed changes.</p> <p><i>See Section 5.4 of the CTR Guidelines for more detailed guidance. Sample PMPs can be found in Appendix D.</i></p>		
<p><b>Roadway Operational and Geometric Changes</b></p> <p>Describe all proposed roadway operational and geometric changes in CTR with supporting analysis and warrants in the study appendix. Detail must be provided on any ROW implications of proposed mitigations. Note any preliminary ideas being considered.</p> <p><i>See Section 5.7 of the CTR Guidelines for more detailed guidance.</i></p>		
<p><b>Section 6: ADDITIONAL TOPICS FOR DISCUSSION DURING SCOPING</b></p>		
<p><b>CATEGORY &amp; GUIDELINES</b></p>	<p><b>APPLICANT PROPOSAL</b></p>	<p><b>DDOT COMMENTS</b></p>
<p><b>ANC Discussions and Feedback</b></p> <p>Provide an update on the status of Community Benefits Agreement (CBA), any on-going ANC discussions/meetings, and any concerns expressed by the community. DDOT can provide ideas and a feasibility check for transportation items to be included in the CBA.</p>		
<p><b>Miscellaneous Items for Discussion</b></p> <p>Any relevant on-going conversations with DOEE, SHPO, DMPED, GSA, NPS, neighboring jurisdictions, Historic Preservation, etc.?</p> <p>Seeking direction on other types of analyses such as traffic calming, TOPP, TMP, IMR/IJR, etc.?</p> <p>Anything unusual proposed not covered under other sections, such as air-rights, right-of-way actions, removal from Highway Plan, removal of BRLs, or construction under or close to a bridge?</p>		