

# Process for approving Option 3 and Option 4 CTR 4-Year plan performance targets (approved by TDM Technical Committee, January 11, 2024)

For any CTR implementers wanting to use Options 3 or 4 (See [Appendix B: Establishing Performance Targets](#), pg 19 of CTR 4-year plan guidance), implementers should use the attached template to state the reasoning for their chosen option.

## Approval steps include:

1. Implementer sends template to [tdm@wsdot.wa.gov](mailto:tdm@wsdot.wa.gov) a minimum of two weeks before a TDM Technical Committee meeting.
2. WSDOT staff review for content and forward on to TDM Technical Committee, with a staff recommendation, as part of meeting materials packet.
3. TDM Technical Committee reviews approval request prior to meeting.
4. TDM Technical Committee discusses approval request(s) as part of Technical Committee agenda. At implementer's request, implementer may present performance targets proposal to the committee. Committee then approves performance targets or requests additional information.
5. WSDOT staff alerts CTR implementer of TDM Technical Committee's decision.

## Background:

As part of the CTR 4-year plan development process, CTR implementers need to describe how the CTR program will help achieve their jurisdiction's land use and transportation objectives. One way to track this achievement is with performance targets. Performance targets guidance for 2025-2029 plans provides four options that a jurisdiction may choose from (below and also located in [Appendix B: Establishing Performance Targets](#), pg 19 of CTR 4-year plan guidance). Options 1 and 2 were approved for use by the TDM Technical Committee, in Spring 2023. Options 3 and 4 are also valid but require TDM Technical Committee approval before being adopted in a jurisdiction's four-year plan. This document suggests an approval process for the TDM Technical Committee to use, if/when a CTR implementer requests approval to use Option 3 or 4.

## Jurisdictions may choose the following performance target options for local and regional plans:

- Option 1. Weighted average drive-alone rate (DAR) of 60 percent or less for CTR-affected worksites at the jurisdictional level. (Option approved for use)
- Option 2. Weighted average DAR of 15.5 percent below, or less, of the jurisdiction's census performance in 2019 for CTR-affected worksites at the jurisdictional level (see table in [Appendix B: Establishing Performance Targets](#)). (Option approved for use)

**Option 3. Weighted average DAR of a locally specific percent for CTR-affected worksites at the jurisdictional level. (Option needs approval)**

**Option 4. Other performance target and measure related to CTR. (Option needs approval)**

As directed in CTR guidance, jurisdictions that choose the options 3 or 4 must obtain approval from the Transportation Demand Management Technical Committee before completing their CTR plan. WSDOT has selected a measure of DAR and a statewide target of 60 percent.

# CTR 4-year Plan Performance Targets Request for approval (for use only if requesting Option 3 or 4)

When complete, submit to [TDM@wsdot.wa.gov](mailto:TDM@wsdot.wa.gov) a minimum of two weeks before a Technical Committee meeting.

CTR Jurisdiction: \_\_\_\_\_

CTR Implementer name/email: \_\_\_\_\_

Please indicate which option you propose:

\_\_\_\_\_ Option 3. Weighted average DAR of a locally specific percent for CTR-affected worksites at the jurisdictional level.

\_\_\_\_\_ Option 4. Other performance target and measure related to CTR.

Please describe the performance target you propose, by answering the following:

1. What performance target (percentage) will you use?
2. What are you using as your baseline?
3. How did you determine this target?

4. How does the proposed option better support TDM in your jurisdiction than Option 1 or Option 2 and how does it fit with the performance measures found in your jurisdiction's other transportation and mobility plans (Comprehensive Plan, transit plans, etc)?

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## **WSDOT TDM Staff review:**

**Staff comments:**

## **TDM Technical Committee review:**

**Technical Committee comments:**