

Planning Advisory Committee

August 17, 2017 – 9:00 a.m.

Sonoma County Transportation Authority

SCTA Large Conference Room
490 Mendocino Avenue, Suite 206
Santa Rosa, California 95401

ITEM

1. Introductions
 2. Public Comment
 3. Administrative
 - 3.1. Approval of the agenda – changes, additional discussion items- **ACTION**
 - 3.2. Review Meeting Notes from June 15, 2017* – **ACTION**
 4. Shift Plan presentation*
 5. Sonoma County Travel Model – Update to Administrative and Operational Travel Demand Modeling Guidelines*
 6. Sonoma County Travel Model - Countywide Pending Development and Permitted Projects Database*
 7. Climate Action 2020 update – no updates at present
 8. Round table members - Discussion
 9. Grant opportunities
 10. Upcoming Events - **INFORMATION**
 11. Other Business /Next agenda
 12. Adjourn
- *Attachment

The next **SCTA** meeting will be held **September 11, 2017**

The next **PAC** meeting will be held **October 19, 2017**

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PLANNING ADVISORY COMMITTEE MEETING NOTES

Meeting Notes of June 15, 2017

ITEM

1. Introductions

Meeting called to order at 9:08 a.m. by Janet Spilman.

Committee Member: Scott Duiven, City of Petaluma.

Guests: Ada Chan, Association of Bay Area Governments.

Staff: Janet Spilman; Dana Turrey; Chris Barney; Drew Nichols.

2. Public Comment

N/A

3. Administrative

- 3.1 Approval of the agenda – changes, additional discussion items- ACTION

Approved as submitted.

- 3.2 Review Meeting Notes from May 18, 2017* – ACTION

Approved as submitted.

4 SHIFT Plan presentation*

Dana Turrey presented the SHIFT draft Low Carbon Action Plan to the committee. The Strategic Growth Council awarded a grant to SCTA-RCPA to help with the planning of Shift Sonoma County. Two elements were studied and analyzed: mode shift (moving trips from single occupancy vehicle

to other modes) and a fuel shift (utilizing electric vehicles).

This report is an action plan that highlights recommendation from the various studies and tools available to assist in shifting towards alternative transportation and cleaner emissions.

Staff is requesting feedback on the content of the plan.

Ada Chan asked if there were elements that can be seen as a challenges to local jurisdictions.

Ms. Turrey responded that transportation demand management is demanding in nature, yet express hope the plan will serves as a guide to help with implementation.

Staff is aiming to present the draft Plan to the SCTA Board of Directors in July and requested comments by June 23rd.

5 SB 743 – VMT Mapping Resources

Chris Barney stated the final guidance has not been released; however, a list of VMT mapping resources have been compiled to assist with the implementation of SB743 and setting Thresholds of Significance.

VMT still remains as the preferred metric, with a recommendation that VMT production below 15% of city or regional averages should be a threshold indicating possible VMT impacts. A series of online maps were displayed to the committee, which summarized total VMT, home-based VMT, VMT per trip, and VMT per capita.

The map links are included in the staff report.

The maps are distinguished by per day, per trip, and per household. The data can be aggregated and averaged for the respective jurisdictions or traffic analysis zones.

Staff can assist with providing data and metrics if needed.

Janet Spilman asked how the historical data (2000) is used in the MTC model.

Mr. Barney responded that the MTC model uses a 2005 base year, but the 2000 data is likely included in the map simply because MTC has the data available.

A discussion continued on VMT tracking, level of service, thresholds, and implementation.

6 Sonoma County Travel Model Update – Draft 2015 Existing Conditions and Status Report*

Chris Barney described the Sonoma County Travel Model existing land use conditions update. The draft updates to existing conditions from 2010 to 2015 are complete, but still need to be reviewed and compared to permit completion from the County of Sonoma.

Currently, Staff is progressing towards developing the 2040 forecast and is gathering information from local jurisdictions as part of this process.

If there are future projects that will be built which do not fall into existing land use categories, staff can add these projects to the model as “special generators.”

Ongoing work continues on updating the model validation scope of work including continued model enhancements, and further SB 743 reporting. Furthermore, ongoing updates for the model administrative guidelines, including the model scope and vision, and how this will be

administered and used are anticipated to be available by the next PAC meeting.

7 Climate Action 2020 update – no updates at present

N/A

8 Round table members discussion

Scott Duiven said accessory dwelling unit ordinances developed by the planning commission will go to the Petaluma city council in July.

Discussion continued on the topic of affordable housing and rent control.

Ada Chan discussed OBAG 2 funding and Priority Development Areas.

9. Grant opportunities

N/A

10. Upcoming Events INFORMATION

N/A

11. Other Business/Next agenda

N/A

12. Adjourn

The meeting adjourned at 10:20a.m.

Staff Report

To: Planning Advisory Committee
From: Dana Turrey, Transportation Planner
Item: Shift Sonoma County – Public Draft Presentation
Date: August 17, 2017

Issue:

What feedback does the PAC have on the public review draft *Shift Sonoma County Low Carbon Transportation Action Plan*?

Background:

The SCTA and RCPA were awarded a planning grant from the Strategic Growth Council to develop the *Shift Sonoma County Plan*, a low carbon transportation action plan. The purpose of the project was to assess the feasibility of various transportation solutions in Sonoma County, and to identify high priority local actions to implement them. The *Comprehensive Transportation Plan* and *Climate Action 2020 and Beyond* laid the foundations of this project, by identifying the role that transportation demand management, bike share, car share, and electric vehicles can play in achieving local climate and transportation goals.

For the past two years, staff have been working with technical consultants, local government staff, and community members to explore existing resources, gaps, and opportunities. The findings are summarized in the draft plan being presented today, in three parts:

- Shift Sonoma County: Low Carbon Transportation Action Plan Summary
- Mode Shift Plan
- Fuel Shift Plan

The plan provides context and information for transportation solutions in Sonoma County, and highlights actions to implement them. A number of tools were created to support anyone working to implement those actions. Additionally, staff is developing complimentary policy tools in order to put the plan into action later this year. The following tools are explained in the plan and are either in development or posted in draft form on the project website: <http://scta.ca.gov/planning/shift/>:

Mode Shift Tools

- Bike Share Feasibility Study
- Car Share Feasibility Study
- Transportation Demand Management Toolkit (Needs Assessment, Employer Commute Program Toolkit, Model Ordinance)

Fuel Shift Tools

- EV Charging Infrastructure Siting Framework
- Sonoma County EV Policy Toolkit
- Sonoma County EV Fleet Guide

Staff is soliciting input on the draft action plan and has developed an online survey tool for public and local agency engagement: <http://scta.ca.gov/planning/shift/>.

Staff will present an overview of the draft and seek direction from the PAC as to how to improve the plan in the final draft to be developed by later this year.

Policy Impacts:

Low carbon transportation options are essential to the mission of both agencies and are in alignment with the *2016 Comprehensive Transportation Plan* and *Climate Action 2020 and Beyond*.

Staff Recommendation:

That the PAC provide comment and direction on the public review draft *Shift Sonoma County Plan* and consider sharing the online survey with their communities.

Staff Report

To: Planning Advisory Committee

From: Chris Barney, Senior Transportation Planner

Item: Sonoma County Travel Model – Update to Administrative and Operational Travel Demand Modeling Guidelines

Date: August 17, 2017

Issue: The Administrative and Operational Travel Demand Modeling Guidelines identifies and describes the policies, procedures, and protocols that are used to guide SCTA’s travel demand modeling program.

Background:

SCTA operates and maintains the Sonoma County Travel Model (SCTM) which is used to support SCTA’s transportation planning activities and to provide analytic and modeling support to the Authority’s member organizations. SCTA’s Administrative and Operational Travel Demand Modeling Guidelines are used by staff to guide the operation, maintenance, improvement, and administration of the SCTM. This document identifies:

- Modeling Goals and Objectives
- Program Products and Services
- Modeling Priorities
- Scope of the Modeling Program
- Intended Use of the Travel Model
- Model Maintenance and Improvement
- Data Dissemination
- Model Validation and Reasonableness Checking
- Modeling Program Evaluation

Policy Impacts: This document is used to guide how the travel model is used, updated, and maintained and outlines how the model shall be used to support SCTA and local planning and project delivery efforts.

Fiscal Impacts: None at this time.

Staff Recommendation: Consider approving or recommending revisions to the Draft Administrative and Operational Travel Demand Modeling Guidelines. Consider providing feedback on the Travel Model Data Request Form.

Administrative and Operational Travel Demand Modeling Guidelines

DRAFT

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August 17, 2017

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Introduction

These guidelines identify and describe the policies, procedures, and protocols guiding the Sonoma County Transportation Authority's (SCTA) Travel Demand Modeling (TDM) program and are intended to ensure that the Authority's governing board, and all of its member agencies support and are aware of these policies, procedures, and protocols. This document outlines the benefits of the modeling program and the products and services that are available through the program. Guidance is provided on how different organizations can access these products and services.

Program Administration

Travel demand modeling is an important transportation planning in Sonoma County. Most transportation projects and development projects that are proposed, designed, or built, require an analysis of the potential impacts the project may have on local and regional transportation systems. Travel demand modeling is often used to quantify these impacts. In the past SCTA and local jurisdictions have relied on outside contractors to run travel demand models and to perform travel demand analysis. The program has been configured to bring the maintenance and operation of the travel model in-house. Routine model analysis and maintenance is performed by SCTA staff with outside consultants providing additional modeling support when necessary. By maintaining a countywide model in-house, SCTA is able to provide local control over the modeling process, and is better able to provide customized analysis for SCTA's planning activities and for member organizations. Supporting a local modeling program also ensures that the authority has in-house technical modeling expertise and allows SCTA's member organizations to exercise more control over the modeling process. Local engineering and planning staff are able to participate in model development, improvement and application by participating in modeling discussions at SCTA advisory committees (the Technical Advisory and Planning Advisory Committees primarily), or by working directly with SCTA modeling and technical staff.

The following sections identify important administrative components of the modeling program including the program's guidelines and policies:

A. Modeling Goals and Objectives

SCTA's modeling program supports the authority's planning and programming functions as laid out by SCTA's mission statement:

"As a collaborative agency of the cities and County of Sonoma, we work together to maintain and improve our transportation network. We do so by prioritizing, coordinating, and maximizing the funding available to us and providing comprehensive, countywide planning. Our deliberations and

decisions recognize the diverse needs within our county and the environmental and economic aspects of transportation planning."

The modeling program will help the Authority fulfill its mission by analyzing the transportation impacts of future growth, analyzing the impact of regional projects that affect local jurisdictions, provide a modeling framework that allows staff to analyze alternative modes of transport, and by providing local modeling expertise and control over the maintenance, improvement, and operation of the travel model.

The modeling program provides modeling support, data, and analysis that may be useful to the authority's member organizations, other public and private organizations, and the public at large.

B. Authority Planning Goals

SCTA's planning goals are outlined in chapter 4 of the 2016 Comprehensive Transportation Plan (CTP). The travel demand model allows the authority to evaluate how different actions including project implementation and policy approaches can help SCTA achieve CTP goals. CTP Chapter 6 – Evaluating Plan Performance provides an overview of this process.

C. Products and Services

The data and analysis provided by SCTA's modeling program are used to support local and regional transportation planning and project development activities. Local agencies, their consultants, and the public often request model data or specialized analysis to support their planning and capital improvement activities or for informational purposes.

In order to meet the majority of this demand, SCTA provides baseline model run data and associated modeling input data upon request. It is important to consider that travel demand model data in general and SCTM projections in particular have limitations and should be used to predict trends and provide a generalized idea about impacts and travel changes. Geographically, the SCTM is focused on the HWY 101 corridor and urbanized areas and the quality of the model output decreases as one moves away from these locations. The model is intended to allow analysis of traffic impacts for projects and/or issues that impact a number of different jurisdictions, or to analyze impacts within cities that have regional significance. The model was not designed to perform detailed traffic studies for more local projects, though the countywide model data is often used as a starting point for these types of analysis. Disclaimers explaining these limitations and discussing the intended uses of the provided data are provided when the data is delivered to the requesting party.

Unprocessed data that has been developed or provided by other organizations will not be provided without the explicit permission of that organization and staff will refer data requestors to the providing or developing organization unless previous agreements or arrangements have been made for SCTA to distribute this information to requesting parties.

D. Modeling Priorities

The following list of modeling priorities was assembled in conjunction with SCTA's modeling subcommittee and advisory committees. These priorities should be re-evaluated on an ongoing basis and revised as necessary.

Tasks have not been prioritized individually but have been divided into work task groupings that will be addressed by staff in the short, mid, and long term. Short-term tasks are not necessarily more important than long-term tasks and vice versa.

Short-term or ongoing tasks:

- Providing baseline (2015) and projected year (2040) model projections in easily usable formats (Excel and GIS formats),
- Updating current land use data and evaluating projection year (2040) data for possible update and changes based on new information,
- Maintaining and updating general plan buildout model estimates,
- Tracking local pending and improved development and ensuring that these projects are reflected in model forecasts,
- Filling holes in the current land use dataset,
- Improving the quality of current land use data,
- Identify and address weaknesses in the current modeling system

Mid-term tasks:

- Analyzing travel demand impacts of Measure M projects (CTP analysis)
- Analyzing travel demand impacts of projects of regional significance (CTP analysis)
- Providing modeling support for the development of regional mitigation fees
- Improving modeling capability to analyze alternative modes
- Improving model capabilities for analyzing tourism, visitor, and special event travel.
- Developing methods for analyzing travel demand impacts of special events on a regional scale
- Developing non-peak hour and weekend modeling methodology and data-sets

Long-term tasks:

- Preparing specialized data products or evaluating non-Measure M projects
- Shift to activity based modeling framework
- Expand geographic coverage of travel model beyond county boundary

E. Scope of the Program

The Sonoma County Travel Model was developed with a focus on the HWY 101 corridor and the larger regional transportation system. Efforts have been made to provide more detail in other parts of the county by incorporating local travel models into the countywide model, but the program's primary focus remains on countywide regional travel demand impacts and supporting SCTA's long range regional transportation planning efforts.

SCTA staff has regularly worked with a number of jurisdictions and their consultants in an effort to provide them with the modeling data they request in the course of preparing environmental review documents. In this process, SCTA staff has been faced with the challenge of trying to fill all data requests, big and small. Although it is relatively straightforward to disseminate data from already completed model runs, it can require a significant amount of staff time to fill data requests that require any modification to the baseline data, and in many cases, the needs of a particular data user usually requires some modification to existing model inputs and/or outputs.

In order to clearly define the work scope of the modeling program, SCTA staff makes the following policy recommendations:

1. The long-range planning priorities of the SCTA shall dictate how the model will be re-configured/improved over time;
2. Work to incorporate new land use updates/revisions and network modifications shall be the primary maintenance function of the program;
3. Making updated data readily available to SCTA member agencies and their designates shall be the primary dissemination function of the program; and
4. Any work requiring additional manipulation of the baseline updates described in the first three points shall be handled on a case-by-case basis and may require the data user to pay market rate for the additional services being requested out of the program or enter into a formal agreement allowing the user to obtain a copy of the model for use outside the program.
5. Those requesting model data, scripts, or reports shall complete and submit a "SCTM Data Request" form to SCTA staff identifying the

requesting individual/ organization, data/files requested, and data purpose. SEE ATTACHMENT A.

6. Any changes or improvements to model files, inputs, or reports will be submitted to SCTA staff for possible inclusion in the countywide model.

F. Coordination with other Modeling Efforts

SCTA staff will compare SCTM output, assumptions, and methodology with regional, county, and jurisdictional travel demand models in the San Francisco Bay Area region. Efforts will be made to coordinate modeling efforts within Sonoma County with other existing regional and local models where possible. Staff will attend regional travel demand modeling workshops and user group meetings to stay informed on regional model developments, and will keep up to date on any local modeling efforts being undertaken by Sonoma County cities.

Technical and Operational Policies

SCTA staff's travel demand modeling efforts have focused predominately on data input and model improvement and modification. STCM model inputs are maintained in geographic information system (GIS) databases, which can be seamlessly displayed and combined with existing GIS data maintained by staff and local jurisdictions. In previous versions of the SCTM, the model inputs and outputs were created without any geographic orientation and were maintained in proprietary formats which made export and display unwieldy and difficult. The transfer of model inputs and outputs into a GIS based database system has streamline the data maintenance and data sharing processes, allowing all model inputs to be maintained in one system that is easy to use, and that most local staff and their consultants are able to access and extract easily.

Staff focuses on the following technical modeling issues in consultation with SCTA advisory committees (primarily the PAC and TAC):

A. Ongoing maintenance

One of the most important parts of the modeling program is the collection, storage, and updating of the input data that is used to run the travel demand model. The quality of the model projections are only as good as the input data that is being used to run the model, so as input demographic, land use, and transportation network data improve, model projections will also be more reliable. Staff will continue to monitor and incorporate demographic, development, and project completion data available from local jurisdictions, regional, state, and federal agencies, and other data sources to ensure that model inputs are current, accurate, and reflect current land use and travel conditions and travel behavioral trends.

B. Transportation System (Network) Updates

Model representation of important regional roadways and transit corridors are a key input to the travel demand model. The regional transportation system is represented by simplified networks, and are coded with information regarding road capacity, average speed, directional travel, headways for transit, and facility location. It is important that this information accurately represent the current state of the transportation system and that the future projected transportation network be a good representation of what will be built in the future. Staff continues to monitor changes in Sonoma County's transportation network and makes changes as necessary to ensure that representations of the existing and future transportation system are accurate. Future network additions are focused on Measure M projects, Caltrans projects, and local projects with significant regional importance and are consistent with the Metropolitan Transportation Commission's regional travel demand model (Travel Model One).

C. Land Use Data Updates

A challenging aspect of managing the modeling program is tracking housing and job growth as they occur throughout the county. Historically updates to the travel model land use inputs have coincided with the Comprehensive Transportation Plan (CTP) update schedule. CTP updates generally occur on a four-year cycle. These major CTP updates have been supplemented by intermittent updates as requested by local jurisdictions which are associated with project level analysis or local planning efforts. Staff recommends continuing to maintain the major model update schedule associated with the CTP update and is working with local jurisdictions to develop a countywide permitted and pending development database which will be used to ensure that model land use assumptions are consistent with local planning activities and development trends. Staff uses a universal data collection and reporting methodology in order to ensure that development and housing and job growth data provided by different organizations is consistent.

D. Data dissemination

As discussed earlier in this document, modeling data will be made available upon request including GIS and Excel versions of: input land use data for base (2015) and projected year (2040), model network outlining transportation system assumptions, travel demand projections by TAZ and network section, and other standard model reports summarizing VMT, delay, travel times, and other transportation metrics.

Those requesting model data will be asked to submit a formal data request form which identifies the requesting individual/ organization, data/files requested, and intended use (see Attachment A).

E. Model modification and improvement

Over time a number of local travel models have been incorporated into the SCTM. Detail from the Santa Rosa, Rohnert Park, Windsor, and Petaluma travel demand models has been incorporated into the countywide model.

Functional and technical improvements are routinely made to the model as necessary when time and resources allow. Improvements include changes and increases to model TAZs, network changes, additions or changes to model land use categories and trip generation formulas, improved reporting and visualization functionality, and coding efficiency changes. These structural changes and model improvements are undertaken when they are able to improve the quality and usability of the products produced by the modeling program.

F. Training

New modeling techniques, software, and GIS capabilities should be incorporated into the modeling program when they will improve the quality of the output, and/or make it easier to provide to SCTA's member organizations, their consultants, or the public where necessary. SCTA staff regularly participates in regional, statewide, and national technical modeling training programs and information exchange networks in order to keep up with recent developments and trends in travel demand modeling. Staff is also available to provide information on and provide training to local staff on the SCTM, travel modeling, and technical data analysis.

G. Model Validation

The model needs to be able to replicate observed conditions before being used to produce future-year forecasts. The Model Validation and Reasonableness Checking Manual published by the U.S. Department of Transportation (Federal Highways Administration – FHWA) provides guidance on how to validate and perform reasonableness checks on travel demand models. SCTA bases its model validation procedure on the recommendations provided in this document.

Model validation is performed in conjunction with model updates that are performed in conjunction with updates to SCTA's Comprehensive Transportation Plan. The services of independent consultants familiar with travel demand models and model validation are retained to assist staff with model validation.

Staff uses the following methods to validate the travel model:

1. Check countywide vehicle miles traveled and trips per person rates against typical values provided by FHWA and values reported by MTC and other counties for reasonableness.
2. Compare predicted or modeled link volumes to ground traffic count volumes using available traffic counts. Peak hour traffic count data is obtained from Caltrans and local jurisdictions. Link volume comparisons should be scattered across the countywide transportation system where ground counts are available, and should cover high and lower volume transportation system links. Staff generates a list and map of network/transportation system links and available ground count locations in an effort to determine if steps should be taken to collect additional ground counts in locations where data is unavailable.
3. Predicted/modeled link volumes should be within the deviation ranges to ground count volumes recommended by FHWA. Higher functional class links (freeways and principal arterials), which normally carry larger travel volumes (10,000 Annual Daily Traffic (ADT) and above), are recommended to be within 7% deviation of ground counts, and lower functional class links (collectors or roads with volumes of 5,000 ADT and below) to be within 25% deviation of ground counts.
4. Check future trip generation, distribution, and link volume for reasonableness by comparing model results to regional and statewide model results, comparison to transportation trends, and consultation with the SCTA advisory committees.
5. Compare predicted or modeled mode split rider ship counts to existing transit rider ship counts and historical/observed mode split rates.
6. Land use audits – Model land use inputs are reviewed using visual and tabular representations of this data. Outliers and gaps are identified and corrected as necessary. Draft model run results are also used to identify possible errors or omissions in land use inputs.
7. Transportation network audits - Model networks are reviewed various visual representations and tabular versions of input transportation network data. Draft model run results will often quickly highlight any errors or omissions in model transportation networks.
8. Dynamic validation/Sensitivity Testing – Dynamic validation tests the model's ability to respond reasonably to changes in inputs. Changes to land use, road network, transit service, travel costs, and policy are tested as part of the SCTM dynamic validation process.

Program Evaluation

In order to ensure the long-term viability of the program, it is critical that the program be periodically re-evaluated. Staff will work with SCTA advisory committees to evaluate model performance and to recommend changes to the modeling program or its associated policies periodically.

From an administrative standpoint, the following questions can be used to assess the program:

1. Is the SCTM being primarily used to support the planning priorities of the SCTA?
2. Is the SCTM being adequately maintained and does it accurately represent current and expected countywide travel?
3. Are the data products and analytical services available through the program sufficient for SCTA and local planning needs?
4. Is there a significant unmet data need that would warrant changes to the model, model focus, or data products available through the modeling program?

From a technical/operational standpoint, the following performance criteria can be used to evaluate the adequacy of the modeling program:

1. Can the existing structure and functionality of the SCTM be used to adequately support the long-range planning priorities of the SCTA?
2. Are existing land use updating procedures and protocol in place and working?
3. Is there a significant deficiency in model outputs that would warrant a major re-configuration of the existing SCTM structure?

Staff will routinely review the status of the modeling program and will address any deficiencies as resources allow. Staff will also conduct a comprehensive review of program operations and model performance during each major model update and will make recommendations for addressing possible deficiencies. Staff will work with SCTA advisory committees to perform this comprehensive program review as part of the CTP update cycle.

Sonoma County Transportation Authority
Travel Model Data Request Form

Firm/Organization: _____

Requested by: _____

Address: Street: _____

City/State/Zip: _____

Phone/Fax: _____

E-mail: _____

Project/Application:

Detailed description of requested data/files (include formats, model run years, etc.):

Purpose/Use of requested data:

I understand and agree to the following terms related to the use of the request data/files:

Travel model files prepared by SCTA including the associated input and output files, were developed for use by SCTA for countywide planning purposes. The appropriate use of such data in other planning programs and studies must be determined entirely by the planners and analysts of the firm or agency undertaking such projects. SCTA makes no warranties, expressed or implied, of the appropriateness or accuracy of any results or opinions derived from any project not conducted or sponsored by SCTA utilizing SCTA's technical data. SCTA welcomes verifiable modifications that would enhance the integrity of the modeling process or input/output files. Please provide a detailed list of any model file modifications and a justification for any modifications to SCTA staff at the conclusion of this project.

Signed: _____ **Date:** _____

Mail, Email, or Fax to: SCTA
Attn: Chris Barney, Transportation Planner
490 Mendocino Ave., Suite 206
(707)565-5373
cbarney@sctainfo.org
fax: (707) 565-5370



Staff Report

To: Planning Advisory Committee

From: Chris Barney, Senior Transportation Planner

Item: Sonoma County Travel Model – Countywide Pending Development and Permitted Projects Database

Date: August 17, 2017

Issue:

SCTA staff is developing a databases of countywide pending development and permitted projects in an effort to ensure that these projects are represented in the Sonoma County Travel Model and to provide background information for future updates for other SCTA planning documents such as the Comprehensive Transportation Plan and PDA Investment and Growth Strategy.

Background:

As part of the countywide travel demand modeling program, staff maintains land use scenarios which represent existing conditions (2015) and future development conditions. The model forecast scenario currently uses a planning horizon year of 2040 and has been developed using countywide and jurisdictional housing and job growth control totals that have been adopted as part of the Bay Area Sustainable Communities Strategy (SCS) by the Metropolitan Planning Commission. SCS growth forecasts and associated control totals are based on national, state, and regional growth forecasts, and consider local general plans and zoning codes, but have been adjusted so that the SCS is consistent with SB 375 targets and Plan Bay Area 2040 performance goals. SCTA staff have developed a supplemental forecast scenario which estimates general plan buildout conditions.

Care has been taken to include pending and permitted projects in SCTM forecast scenarios, but these inclusions have been made on a case-by-case basis using information provided by local planning staff. Staff recommends that a more robust process for cataloging, tracking, and including these projects in travel model forecasts be implemented and has developed a simple database for tracking local pending and permitted projects.

Database format:

A simple Access database has been developed that can be used to catalogue and track local development projects. Staff can import pending development and permitted project information into this database manually or digitally depending on how the project information is provided. This database is intended primarily to support SCTA's modeling activities, but could be used to support SCTA's other planning activities or to support local planning.

Staff recommends that the database include the following database fields:

DATABASE FIELD	DESCRIPTION
Traffic Analysis Zone	Sonoma County Travel Model Traffic Analysis Zone number. Entered by SCTA staff using project location/address.
Jurisdiction	jurisdiction project is located in.
Project	project name and description
Address	project location/address
SCTM_LU	Sonoma County Travel Model land use code
SCTM_Units	number of housing units (if residential project)
SCTM_NonRes	square footage of project if non-residential
Status	status of project and extra project description
YEAR	estimated year of completion/occupancy

Figure 1. Proposed database fields and descriptions.

Frequency of Updates:

Staff proposes that the database be updated at least once per year for most jurisdictions and more frequently for jurisdictions that have existing processes in place to regularly summarize and provide information about project completion and permitting activity.

Policy Impacts:

The creation and maintenance of a countywide pending development and permitted projects database will allow staff to ensure that these projects have been included in travel model estimates of future growth and have been considered in travel model forecasts of future travel demand, congestion, emissions, and travel.

Fiscal Impacts:

None at this time.

Staff Recommendation:

Provide feedback on the format of the draft database. Provide list of pending development and permitted projects or a link to existing reports or lists of these projects for inclusion in the countywide database.