

Summary of changes to CTR ordinance:

→ Definitions [**TMC 9.44.010**]

ADDED: “Base year survey [6.]”, “Carpool [7.]”, “Custom Bus/Buspool [12.]”, “Drive alone [14.]”, “Drive alone trips [15.]”, “Employee Transportation Coordinator [ETC] [17.]”, “Exemption [19.]”, “A major employer [24.]”, “Major employer worksite [25.]”, “Major employer installation [26.]”, “Peak period [29.]”, “Peak period trips [30.]”, “Ride matching services [32.]”, “Transit [34.]” and “Vanpool [38.]”

REMOVED: “City”, “CTR zone”, “Employee”, “Single occupancy vehicle [SOV]”, “SOV trips”, “Single worksite” and “Waiver”

The changes in definitions are here to either simplify the code’s intent or to better define emerging forms transportation and processes that can help meet defined CTR goals.

Deleted the first “**Whereas**” statement as this is not classified as a comprehensive plan amendment.

Section **9.44.030 [C.]** is added to provide public recognition for meeting or exceeding defined CTR goals by an employer in the form of a CTR certificate of leadership from the City. This addition will help to reinforce the efforts of ETCs at local jobsites and help to further the CTR program as a whole.

Section **9.44.050 [C. Newly Affected Employers (3.)]** is added requiring affected employers to designate an ETC within a 90 day period. The section also requires the employer to designate a new ETC if the title becomes vacated by the current ETC. Also provides language that defines the violation of the ordinance if these requirements are not followed according to the given timetable [which is also provided in the violations section of this ordinance].

This addition helps to provide an institutional directive for affected employers in defining their ETC.

Section **9.44.060 [C. Mandatory Program Elements (1.)]** requires that all designated ETCs complete the basic ETC training course within six months of assuming the status of ETC. This change is made to ensure that all local ETCs undergo a formal training process in order to better understand their role in furthering local CTR laws and plans.

Section **9.44.060 [Requirements for Employers [D., 18.]** allows CTR affected worksites to incorporate intensive marketing strategies as an additional program element in striving to meet their defined reduction goals. This section is added to give employers more choices and approved strategies in working toward their defined goals.

Section **9.44.060 [C. Mandatory Program Elements (2.)]** is added regarding the distribution of information based on alternatives available to driving alone. The section

requires worksite ETCs to provide such comprehensive material to its employees at least once a year. The section requires the ETC to report the method and frequency of information distributed on its annual report. Additionally, the section requires the ETC to forward the information distributed in order to “ensure a consistent marketing element in promoting the targeted and accomplished goals of the employer’s CTR program.” This addition helps in institutionalizing the specific marketing of CTR activities, the key component to affected worksite success in meeting their defined CTR goals.

Section **9.44.090 [D. (2)]** duplicated the mechanisms already in place – via TMC 8.45 – by citing RCW 7.80. Deleted the reference to RCW 7.80.

Language is added to the worksite exemption definition [**9.44.100 Exemptions and Goal Modifications (A.)**] that defines a 30 day time period for the City to respond to requests for an exemption to CTR program requirements.

This addition provides specific requirements for the City to operate from in processing worksite exemption requests.

Section **9.44.110 (A.)** is added regarding appeals to administrative decisions regarding exemptions, modifications to goals and/or CTR program elements. The section defines a time period – 14 days – for which such an appeal must be submitted after receiving the administrative decision from the City. Removed statement regarding the ability of an employer to appeal a violation or penalty decision as TMC 8.45 is an existing codification that provides for a separate appeal process dealing with this issue.