



1900 SW Fourth Avenue, Suite 5000, Portland, OR 97201 503.823.5185  
Fax 503.823.7576 TTY 503.823.6868 www.portlandoregon.gov/transportation

Dan Saltzman Commissioner Leah Treat Director

## Transportation Demand Management Custom Plan Agreement Form

### Site/ Project Information

Project Name: \_\_\_\_\_

Site Location (address/ ID #): \_\_\_\_\_

Permit # \_\_\_\_\_

This Agreement summarizes the requirements and responsibilities for a Custom Transportation Demand Management (TDM) Plan. Please complete the requirement information and sign below.

#### I. Agree to the following as requirements under the Custom TDM Plan

- Applicant acknowledges responsibility for the TDM strategies that were approved through the land use review.
- It is the responsibility of the TDM Contact, as assigned below to contact PBOT ATS staff ([tdmmixeduse@portlandoregon.gov](mailto:tdmmixeduse@portlandoregon.gov)) within one month of obtaining a Certificate of Occupancy to determine the Multimodal Incentives for building tenants.
- Provide PBOT ATS staff with requested documentation for the implementation of TDM strategies, or allow PBOT ATS staff to access the development site to inspect implemented TDM strategies and ensure compliance at any point during the first four years of occupancy.
- Building manager, owner or designated TDM contract person must participate in, and help with the dissemination of, the annual transportation survey of residents for the first four years of occupancy.

#### II. Acknowledgement of the Enforcement and Penalties Provision (17.107.050)

*It shall be a violation of this Chapter for any entity or person to fail to comply with the requirements of this Chapter or to misrepresent any material fact in a document required to be prepared or disclosed by this Chapter. Any building owner, employer, tenant, property manager, or person who fails, omits, neglects, or refuses to comply with the provisions of this Chapter shall be subject to a civil penalty of up to \$1,000 for every 7-day period during which the violation continues. If an entity or person is fully implementing all other elements of this Chapter, failing to meet performance targets alone shall not be an enforcement violation. The Bureau of Transportation shall seek voluntary compliance for a period of at least 1 month before resorting to penalties.*

The City of Portland complies with all non-discrimination, Civil Rights laws including Civil Rights Title VI and ADA Title II. To help ensure equal access to City programs, services and activities, the City of Portland will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities. Call [503-823-5185](tel:503-823-5185), TTY [503-823-6868](tel:503-823-6868) or Oregon Relay Service: 711 with such requests, or visit <http://bit.ly/13EWaCg>



**III. Provide a TDM Contact for the building\*:**

Name: \_\_\_\_\_

Relation to Development: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

\* If this information changes at any point during development or during the first four years of occupancy, the building owner must notify PBOT ATS Staff ([tdmmixeduse@portlandoregon.gov](mailto:tdmmixeduse@portlandoregon.gov)) about the change and supply a new TDM contact information.

By signing this, I acknowledge the requirements under the Custom TDM Plan, that the TDM Contact information is correct, and the enforcement provisions outlined in 17.107.050.

Name (printed): \_\_\_\_\_

Name (signature): \_\_\_\_\_ Date: \_\_\_\_\_

Please submit signed form to [tdmmixeduse@portlandoregon.gov](mailto:tdmmixeduse@portlandoregon.gov) or mail to 1120 SW 5<sup>th</sup> Ave, Suite 800  
Portland, OR 97204

Do you have questions about the TDM requirement and this agreement form? Contact [tdmmixeduse@portlandoregon.gov](mailto:tdmmixeduse@portlandoregon.gov) or call 503-823-5086