

APPENDIX A: MOBILITY AND PARKING PLAN REQUIREMENTS

Mobility and Parking Plan (MaPP) Elements

MaPPs are required at the time of MX Master Plan Concept Plan Application and Final Plan Application submittals. Additional building- or phase-specific MaPPs will be required at each phase. Organizations assisting CAAPB and the City of Saint Paul as resources and reviewers include Metro Transit Commuter Programs and the designated Transportation Management Organization.

MOBILITY AND PARKING PLAN ELEMENTS		w/MX Master Plan Application (MX-MP)	w/ Zoning Permit Application (building and/or phase)
REQ	Required to be addressed		
Update MX-MP	Information from earlier MX-MP should be updated within a letter from applicant, summarizing compliance with previous commitments by MX-MP applicant.		
Project overview		REQ	REQ
Mobility and Parking (Travel Demand Management) Plan Goals		REQ	REQ
Relevant zoning requirements		REQ	REQ
Proposed building type(s)		REQ	Update MX-MP
Forecast of peak employment (include methodology)		REQ	Update MX-MP
Existing and planned onsite amenities		REQ	Update MX-MP
Existing and planned access to nearby amenities		REQ	Update MX-MP
Existing and planned transit access		REQ	Update MX-MP
Existing and planned bicycle facilities (paths, lanes, bike-share, parking, repair stations, etc)		REQ	REQ
Existing and planned pedestrian network		REQ	Update MX-MP
Demonstration of alignment (or noncompliance) with Saint Paul Bicycle and Pedestrian Plans		REQ	REQ
Existing and planned traffic operations (onsite, site access, and immediate context)		REQ	Update MX-MP
Demonstration of alignment (or noncompliance) with Saint Paul Street Design Manual		REQ	Update MX-MP
Existing and planned parking supply (phase by phase projections)		REQ	Update MX-MP
Planned parking map <ul style="list-style-type: none"> • Identify surface, on-street, and structured facilities • Identify locations for external utilization of supply (such as State of Minnesota leases) • Identify opportunities for shared parking (versus dedicated to single user) 		REQ	Update MX-MP
Expected trip generation by phase (include methodology)		REQ	Update MX-MP
Current mode split (if applicable; include methodology)		REQ	Update MX-MP
Mode split goals by phase		REQ	Update MX-MP
Traffic Impact Study		REQ	Update MX-MP
Commitments (see table following)		REQ	REQ

An acceptable MaPP shall include all of the above, answered as fully as possible in text, charts or maps, as well as the developers’ commitments drawn from the three following pages of best practices, with a focus on those listed as ‘physical’ and, where possible, those listed under ‘operations and management.’

Mobility and Parking Plan (MaPP) Commitments

Applicants are encouraged to work with Metro Transit Commuter Programs on relevant elements marked with an asterisk (*) in the table below.

COMMITMENTS BY APPLICANT REQ Commitment by applicant necessary for CAAPB staff recommendation of MX Master Plan application or individual zoning permit application. • Commitment is appropriate and applicable for the indicated project type M Multifamily O Office HR-E Hospitality/Retail-Employees HR-C Hospitality/Retail-Customers	MaPP Submittal(s)				
	w/MX Master Plan Application	w/ Zoning Permit Application (building and/or phase)			
		M	O	HR-E	HR-C
Parking Practices					
Physical					
Limited surface parking	REQ	REQ	REQ	REQ	REQ
Surface parking not visible to the street	•	•	•	•	•
Reduced parking ratios	•	•	•	•	•
Offer charging stations for electric vehicles District request to be EV-ready. (Also see Section E: Energy, Water and Waste)	•	•	•	•	•
Follow <u>Structured Parking Guidelines</u> : <ul style="list-style-type: none"> ○ Shared parking strategies: Day/night, seasonal and multiple tenants ○ Smart parking technology ○ Recyclable Building (Designed for Adaptive Reuse): Structured parking ramps should have mainly flat floors for designs compatible with current Capitol Area standards with internal circulation able to be removed in the future without jeopardizing the integrity of the building; adequate floor-to-floor heights to allow for other uses such as residential or office. ○ Interior vertical vehicular circulation ○ Bike parking ○ Reserved spaces for carpools and vanpools ○ Electric Vehicle (EV) wiring and charging stations ○ Safety technologies and lighting ○ Mid-block siting ○ Liners / Street-level activation ○ Wayfinding 	REQ	REQ	REQ	REQ	REQ
Operations and Management					
Unbundle the price of parking from leases ¹ Required unless prohibited by affordability funding requirements	•	•	•	•	•
Charge commuters for parking	•		•	•	
Daily parking rates (offered to commuters in addition to monthly contracts)	•		•	•	
Metered short-term parking on site	•	•	•		•
Metered short-term parking on street	•	•	•		•
Provide preferential parking and rates for high-occupancy vehicles (carpools and vanpools)	•		•	•	

Active Transportation: Programs and Infrastructure					
Physical					
Provide dockless mobility parking hubs	REQ	REQ	REQ	REQ	REQ
Implement traffic calming strategies to enhance the pedestrian experience	REQ	•	•	•	•
Provide sheltered exterior bicycle parking <i>(See Structured Parking Guidelines)</i>	REQ	REQ	REQ	REQ	REQ
Provide indoor bicycle parking <i>(See Structured Parking Guidelines)</i>	•	•	•	•	•
Provide shower facilities for active commuters	•		•	•	
Provide changing facilities for active commuters	•		•	•	
Provide/install a fix it bike repair station	•	•	•	•	•
Provide additional bike parking beyond required amount	•	•	•	•	•
Operations and Management					
Provide a bike fleet for checkout		•	•	•	•
Support biking through onsite repair classes, tune-ups and educational programming		•	•	•	
Incentivize multi-modal transportation options		•	•	•	•
Offer discounted/subsidized shared mobility memberships		•	•	•	
Partner with ZAP Twin Cities if within three blocks of reader	•	•	•	•	
Transit and Other Shared Mobility Support					
Physical					
Mark transit stops/stations and bicycle parking on all wayfinding and directional materials*	•	•	•	•	•
Pedestrian scale lighting within ¼ mile of transit stations	REQ	•	•	•	•
Drop-off area for rideshare and paratransit customers					
Operations and Management					
Subsidize transit passes*	•	•	•	•	
Sponsor and host a car sharing service, such as HOURCAR	•	•	•	•	•
Subsidize car-sharing or ride-sharing for employees/tenants	•	•	•	•	
Allow employees to use on-demand ride-hailing services for work trips			•	•	
Promotional and Marketing Campaigns					
Operations and Management					
Provide new hire/new tenant packets on transportation options*		•	•	•	
Designate a transportation coordinator	•	•	•	•	•
Negotiate move-in mobility incentives like Go-To Card with value and promotions for car-sharing, bike-sharing, and other shared mobility services*	•	•			
Maintain current information about transit options in shared/public spaces and on internal and external websites*	•	•	•	•	•
Conduct a commuter challenge campaign with prizes		•	•	•	
Offer educational programs about transportation options		•	•	•	

Mobility Hub					
<p>Mobility Hub Elements:</p> <ul style="list-style-type: none"> ○ Information and Wayfinding: Incorporate transit and shared mobility information. ○ Include car-share parking spots, ideally within structured parking. ○ Provide Electric Vehicle (EV) charging stations. ○ Dedicate areas for dockless bikes and scooters. ○ Incorporate comfortable, programmable public space. ○ Include security features and lighting. ○ Provide safe and comfortable waiting areas with places to sit. ○ Plan for comfortable pedestrian connections. ○ Provide space for ride-share drop-offs/pick-up. ○ Provide reserved or on-street parking for vanpools. ○ Provide preferred parking for carpools closest to building entrances and ideally within structured parking. ○ Adjacency to structured public parking buildings. ○ Provide bike end-of-trip facilities in new buildings that could include: bike commuter service center for commuters in multiple buildings, and a mix of bike storage and parking in each building designed to meet the needs of those buildings users. 	•	•	•	•	•
<p>Integration (with surrounding urban context):</p> <ul style="list-style-type: none"> ○ Co-locate Mobility Hub elements in a number of locations surrounding the intersection of University and Rice, including in new buildings in the immediate area, public or private. ○ Design connections to valuable destinations such as childcare facilities, grocery stores, etc ○ Integrates seamlessly with existing transit options at adjacent intersections. ○ Orientation: sight lines, wayfinding to nearby destinations, signage clearly identifying available mobility options. 	•	•	•	•	•