

Quick Start Guide for the City of San Diego Mobility Evaluation Tool (MET)

09/14/2023 Version

The primary purpose of the MET is to assist applicants with:

- Accessing VMT reductions associated with implementing on-site project specific travel demand management measures for use in VMT Analysis and/or to reduce the Active Transportation In-Lieu Fee (if in Mobility Zone 4).
- Tracking compliance of the Complete Communities Mobility Choices Regulations VMT Reduction Measures (if in Mobility Zones 2 or 3)

The following provides a “quick-start” overview of using the tool. For additional information refer to the MET User Manual.

NAVIGATING TO THE MET

1. Accessing the Mobility Evaluation Tool (MET)

- Open the tool [here](#). To ensure seamless accessibility, open the tool on a computer device not on a smart phone.

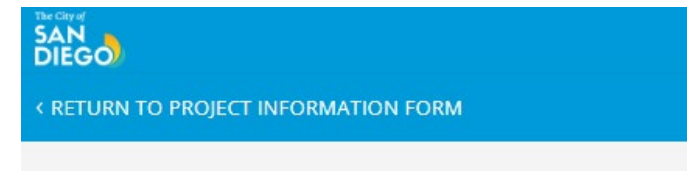
Link: <https://webmaps.sandiego.gov/MET>

2. Terms and Conditions

- Once the link is opened, there will be four prompts for you to read. Accept the terms and read the brief instructions to begin using the tool.

3. Navigating Between Screens

- A user can move between screens (once information is filled in) by using the navigation button at the top left of the MET.



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STARTING PAGE

The MET Starting Page is the first step to completing analysis using the MET. The user MUST select at least one parcel as the project location. The page also provides other map layers that can be toggled off/on to provide the user additional information/location context.

Zooming In: To see individual parcels (and other map layer data) zoom in.

- A layer legend is visible by default, to hide it click the left arrow tile located under the “Find address or place.”
- Due to the parcel’s small sizes, zoom in with your scroll mouse wheel or click the “+” button. To zoom out, use your scroll mouse wheel or click the “-” button.
- The zoom “+” and “-” buttons are located under the “Find address or place”.
- You can also change the basemap to display an aerial photography view by clicking on the quadrant square tile green circle. This provides various types of map imagery.

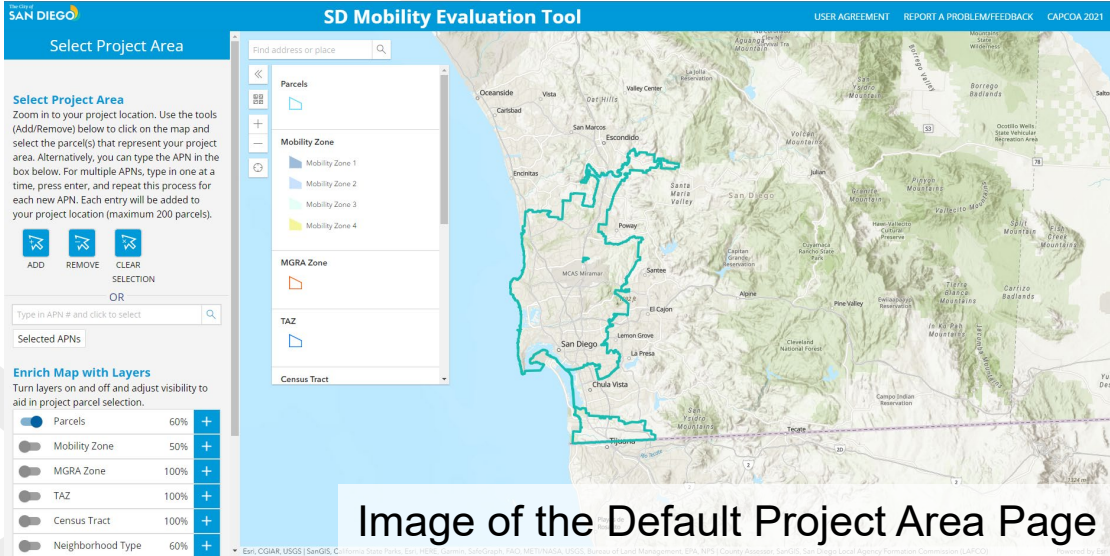
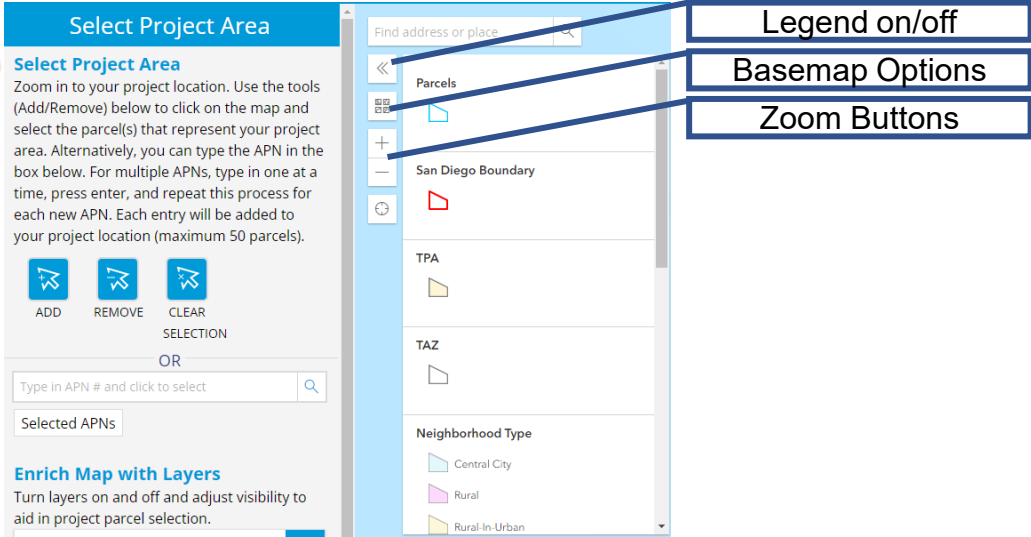


Image of the Default Project Area Page



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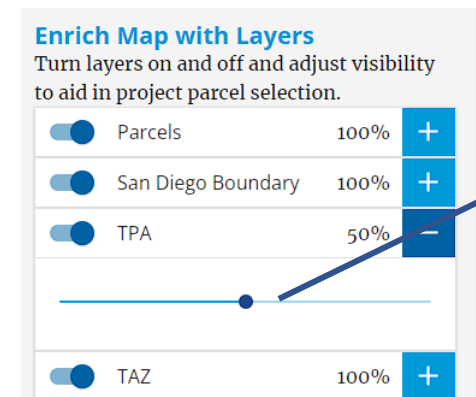
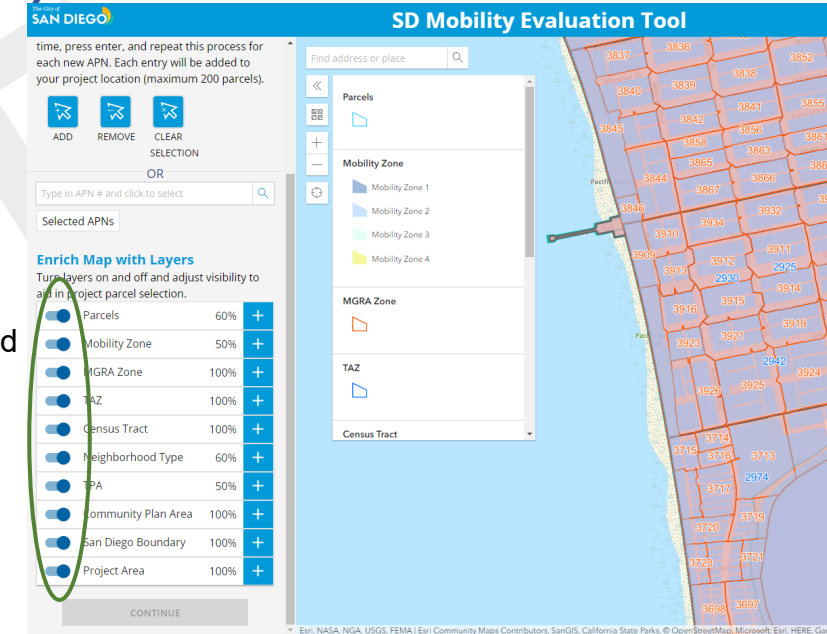
STARTING PAGE

Understanding Layers

The map can be enriched with various layers to help the user understand the context of the project area.

- To activate the desired layer, click the blue slider next to the name of the layer
- To adjust the transparency of each layer, click the “+” button and drag the button left to right to reach the desired percentage

Layer Name	Description	MET Use
Parcels	Lot/block	Main variable in the MET
San Diego Boundary	Boundary of overall communities in the City of San Diego	Allows the user to visualize the City's boundary
TPA	Transit Priority Areas – an area within one-half mile of a major existing or planned transit stop by 2035 per the current Regional Plan	Helps display the buffered TPAs near the selected parcels
TAZ	Traffic Analysis Zones – specific areas that are used to analyze commuting patterns	The numbered TAZ on the map guides the user in referencing the applicable TAZ
Neighborhood Type	Color codes neighborhoods by their type per ???	Useful for determining project location and possible VMT impacts
Mobility Zone	Designated areas based on VMT-reducing potential and current VMT efficiency	Understanding which Mobility Zone your project resides in. Will help determine what mitigation measures will be needed to reduce VMT
MGRA Zone	Master Geographic Reference Area. SANDAG model uses this geo-reference point	Determining which MGRA zone your project falls into for informational purposes only
Community Plan Area	Community plan boundaries of various communities	Visualizes which community plan the project resides in
Census Tract	Statistical and divisional boundaries established by the US Census	Visualizes which census tract boundary/number the project resides in
Project Area	Displays the selected parcel	Used to visualize location of selected parcel/project



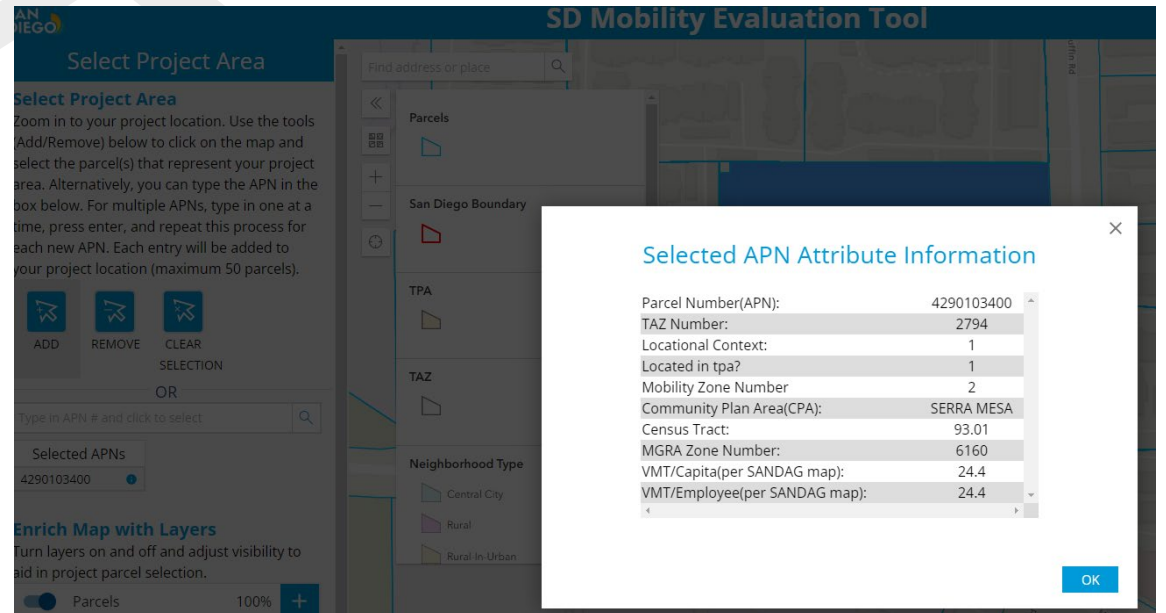
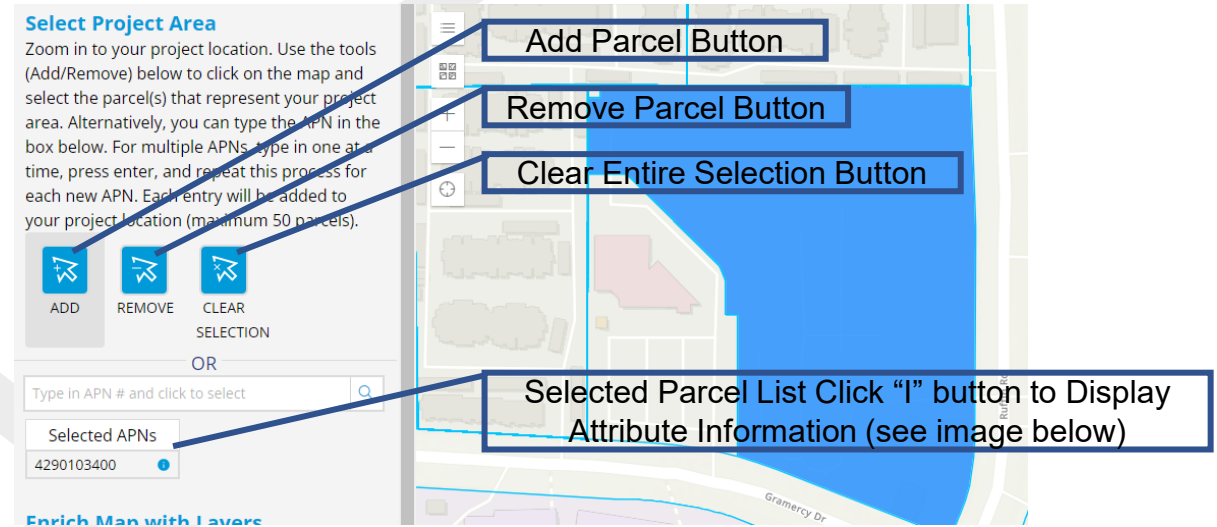
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STARTING PAGE

Selecting Parcels: Once zoomed into your desired location select your parcel(s). Note if multiple parcels are selected, they must be contained within one census tract, if a project has multiple census tracts, run the MET for each one separately.

- Click the blue “add” button FIRST and then click on the parcel(s) on the map that you wish to select. If you incorrectly select a parcel, just click the “remove” button and click the incorrect parcel to remove it. Multiple parcels can be selected or removed at a time after the “add” or “remove” button is clicked.
- Alternatively, if you know the APN, you can type it in the search bar that says “Type in APN # and click to select.” The format is a single number without spaces for example: 7602136212
- Once a parcel shows in the selected parcels list, click the small “i” circle to display attribute information.
- Once the project parcel(s) are selected, click “Continue” at the bottom left of the screen to continue.



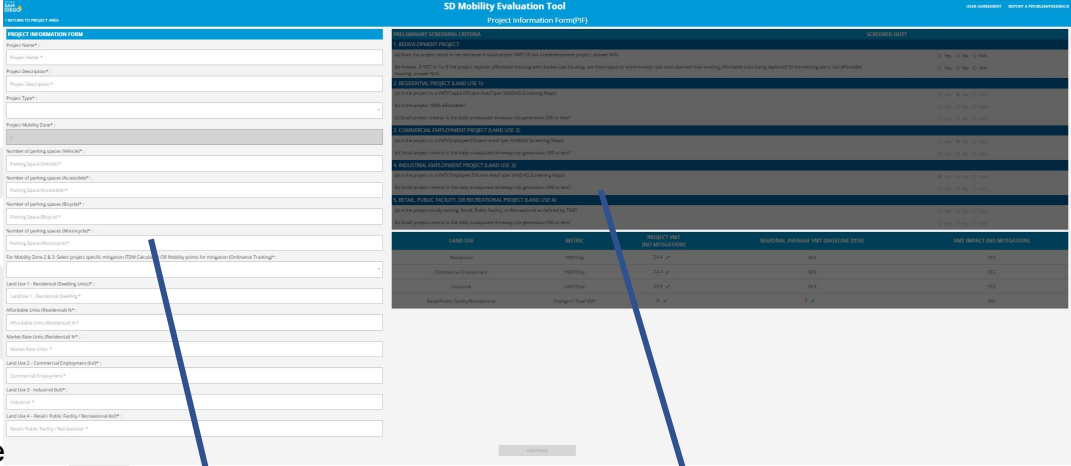
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PROJECT INFORMATION FORM (PIF) PAGE

Entering Project Information: To continue with the analysis, all information along the left information section (everything denoted “*”) must be entered.

- If the project is a “Ministerial” project type, you will not need to fill out the “Preliminary screening criteria” – this form will be greyed out.
- If the project is a “discretionary” project type, you must fill out the “preliminary screening criteria”
- Only for a “discretionary” project type: decide if you need to configure the form to “ordinance tracking” or a “TDM calculator.” The “TDM” Calculator is used for projects in Mobility Zones 2 or 3 that have a VMT impact that wish to analyze their on-site TDM effectiveness (instead of relying on the Mobility Points) or projects in Mobility Zone 4 that wish to reduce their VMT through on-site TDM to reduce their Active Transportation In-Lieu Fee.
- Several fields will be pre-populated based on the parcel selection such as Mobility Zone and VMT Efficiency. Note that the VMT information at the bottom of the Preliminary Screening Criteria section is pre-populated using the SANDAG screening maps. These values can be over-riden if more project specific information is available such as a SANDAG model run done for the project.
- Once all fields are entered, the Continue button will be available to move to the next step.



Project Information Entry

Preliminary Screening Criteria

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MINISTERIAL PROJECTS OR ZONE 2/3 PROJECTS – ORDINANCE TRACKING

Ordinance Tracking: If the project is ministerial or “ordinance tracking” is toggled on, the next step is to select the Mobility Choices Measures. The MET will not allow the user to continue to the next step unless the appropriate number of points (or above) are achieved based on the project’s Mobility Zone.

The City of **SAN DIEGO**
SD Mobility Evaluation Tool
USER AGREEMENT REPORT A PROBLEM/FEEDBACK CAPCOA 2021

< RETURN TO PROJECT INFORMATION FORM
Mobility Choices Ordinance Tracking

INSTRUCTIONS

In accordance with San Diego Municipal Code (SDMC) sections 143.1101, 143.1102, and 143.110, development that is required to provide VMT reduction measures, shall satisfy those requirements by implementing the measures identified below.

The measures shall be located on-site or adjacent to the development site such that the measure can be shown on a site plan. On-site measures shall be privately maintained in perpetuity. Any measure that is on-site for public use shall ensure public access. Any measure that is off-site, but to be maintained by the property owner shall be subject to an Encroachment Maintenance and Removal Agreement (EMRA). Measures within the right-of-way shall comply with the City of San Diego Street Design Manual, Land Development Code, San Diego Municipal Code, and applicable Council Policies.

As provided in SDMC section 143.1103(b)(1) or (b)(2):

- * Development in Mobility Zone 2 shall include VMT Reduction Measures totaling at least 5 points per SDMC Section 143.1103(b)(1) or 8 points when providing more than the minimum parking per SDMC Section 143.1103(b)(6).
- * Development in Mobility Zone 3 shall include VMT Reduction Measures totaling at least 8 points per SDMC Section 143.1103(b)(2) or 11 points when providing more than the minimum parking per SDMC Section 143.1103(b)(7).

For more details regarding the Mobility Choices Regulations, please visit:
<https://www.sandiego.gov/complete-communities/mobility-choices>

MEASURE	USER INPUT	POINTS CALCULATION
PEDESTRIAN SUPPORTIVE MEASURES		
1. Pedestrian scale lighting adjacent to public pedestrian walkways along the entire development frontage.	<input style="width: 100%;" type="text"/>	<input style="width: 100%; background-color: #ccc;" type="text"/>
2. Installing pop-outs at adjacent intersections or curb extensions at adjacent mid-block crosswalks. Installation shall comply with the Street Design Manual Traffic Calming Chapter. Coordination with City Fire-Rescue Department staff and/or San Diego Metropolitan Transit System/North County Transit District may be required ¹ .	Number of improved legs: <input style="width: 100%;" type="text"/> Total number of intersection legs: <input style="width: 100%;" type="text"/> No of intersection improved: <input style="width: 100%;" type="text"/>	<input style="width: 100%; background-color: #ccc;" type="text"/>
3. Installing high-visibility crosswalk striping at adjacent intersection (if not otherwise required) ¹ .	Number of improved legs: <input style="width: 100%;" type="text"/> Total number of intersection legs: <input style="width: 100%;" type="text"/>	<input style="width: 100%; background-color: #ccc;" type="text"/>

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PROJECTS EVALUATING ON-SITE TDM MEASURES – VMT REDUCTION CALCULATOR

VMT Reduction Calculator: If the project is discretionary or a Zone 4 ministerial project, the user can select “TDM calculator” on the Project Information Form Screen. The user can enter TDM information for three TDM categories: Land Use, Trip Reduction Program, and Parking/Road Pricing Management. Clicking on each option opens a menu of measures in each category and fields where the user enters required variables to perform the calculations. Once at least one measure is selected, the Continue button will activate and the user can perform the calculations. The calculations may take up to 60 seconds to run, once complete a “Success” pop-up displays and directs the user to the ordinance tracking step.

The screenshot displays the 'SD Mobility Evaluation Tool' interface for the 'VMT Reduction Calculator'. At the top, there is a blue header with the City of San Diego logo, the tool name, and links for 'USER AGREEMENT' and 'REPORT A PROBLEM/FEEDBACK'. A navigation link '< RETURN TO PROJECT INFORMATION FORM' is on the left. The main content area features a table with the following data:

LAND USE	METRIC	PROJECT VMT (NO MITIGATION)	REGIONAL AVERAGE VMT (BASELINE 2016)	VMT IMPACT (NO MITIGATION)
Residential	VMT/Cap	24.4	18.9	YES
Commercial Employment	VMT/Emp	24.4	18.9	YES
Industrial	VMT/Emp	24.4	18.9	YES
Retail/Public Facility/Recreational	Change in Total VMT	0	0	NO

Below the table are three sections: 'LANDUSE', 'TRIP REDUCTION PROGRAM', and 'PARKING OR ROAD PRICING MANAGEMENT'. A 'CONTINUE' button is located at the bottom center. A 'Success!' pop-up window is overlaid on the right, containing the following text:

Success !
The VMT reduction is complete.

Click "Got It" to move to Ordinance Tracking.

Click "Return to VMT Reduction Calculator" at the top-left of the screen to modify your TDM measures.

The final VMT reduction will display after the Ordinnace Tracking is completed and the project report is generated.

GOT IT

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MET REPORT

Results Report: The MET will generate a results report once the project information, ordinance tracking, and VMT reduction calculations are complete. This report is a PDF that can be printed or saved. Note that the MET does NOT store any information, if the MET is closed in the middle of completing a project, the user would need to start from the beginning. The report page will be submitted to the City to document the VMT screening, VMT reduction analysis, and Complete Communities Mobility Choices ordinance tracking.

The screenshot displays the 'REPORT PAGE - Selected Parcels' interface. It includes a table with project details, a map of the selected parcels, and a table with project information.

Project Details	
Analysis Time & Date:	August 20, 2022, 09:57:06 AM
Project Name:	test
Project Screening:	Not Screened Out
Project Description:	test

APN	CPA	Mobility Zone	Typology	TPA	Census Tract	MGRA Zone	TAZ	VMT per Capita	VMT per Employee	Residential Density	Employee Density
4290103400	SERRA MESA	2	1	1	93.01	6180	2794	24.4	24.4	14.072	1.618