

INFORMATION & SUBMITTAL CHECKLIST

**CITY OF BERKELEY LAND USE DIVISION
TRANSPORTATION DEMAND MANAGEMENT (TDM) PROGRAM
AND BICYCLE PARKING PRE-OCCUPANCY MONITORING FORM**

planning@cityofberkeley.info • Phone (510) 981-7410, TDD (510) 981-7450

Planning and Development
1947 Center St, 2nd Floor
Berkeley, CA 94704

Information about the City of Berkeley's TDM requirements can be at the links below:

TDM in all districts except C-DMU
[BMC 23.334](#)

Bicycle parking
[BMC 23.322.090](#)

Development projects that are required to include TDM Program measures and/or required bicycle parking must have those measures verified by land use staff before the first Certificate of Occupancy can be issued for the project.

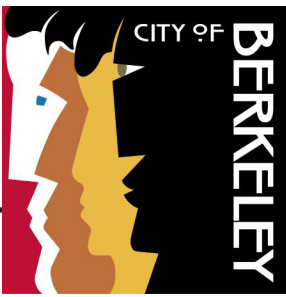
PROJECT INFORMATION

Project Address: _____

Assessor Parcel Number: _____

Zoning Project Number: _____

<p>Under penalty of perjury, I certify that:</p> <p>(1) the application materials are true and complete to the best of my knowledge; and</p> <p>(2) any paper and electronic copies of this application are the same.</p> <p>(*Owner's signature, or signed letter authorizing applicant to apply on owner's behalf, is required for all applications)</p>	
<p>Applicant Signature: _____</p> <p>Printed Name: _____</p> <p>Date: _____</p>	<p>Owner Signature: _____</p> <p>Printed Name: _____</p> <p>Date: _____</p>



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THIS SIDE FOR STAFF USE ONLY

Completion of this Pre-Occupancy Reporting Form requires approval from Department of Planning and Development staff. Approval requires that the project owner shows substantial evidence of and/or inspections confirm compliance with the applicable TDM Measures. Approval requires that the project owner shows substantial evidence of, and/or inspections confirm, compliance with the applicable TDM Measures. Documentation that can be used to confirm compliance includes receipts, invoices, lease documents which include reference to offered TDM measures such as unbundled parking or transit passes, or affidavits (names can be redacted; unit numbers should be included).

Required	Measure	Compliance
	TDM Measure 1: Real-Time Transportation Information Monitors	
	TDM Measure 2: Transit Passes	
	TDM Measure 3: Unbundled Parking	
	TDM Measure 4: Bicycle Parking	

Based on the above, this project is eligible to receive its first certificate of occupancy.

Notes:

City Staff Signature: _____

Name and Title: _____

Phone: _____

Email Address: _____