

# Los Angeles Department of Transportation (LADOT) Transportation Assessment Guidelines



July 2019



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# LADOT TRANSPORTATION ASSESSMENT GUIDELINES UPDATE<sup>1</sup>

## 1. OVERVIEW OF PROCESS & PROCEDURES

### 1.1. BACKGROUND & CONTEXT

In compliance with the California Environmental Quality Act (CEQA) and/or in accordance with City regulations, the City of Los Angeles Department of Transportation (LADOT) may require Applicants to analyze and assess project-specific transportation impacts. This edition of the City of Los Angeles Transportation Assessment Guidelines (TAG) establishes criteria for project review objectives and requirements, provides instructions and sets standards for preparation of a transportation assessment in the City of Los Angeles.

1. This updated version of the City's TAG, which supersedes the Guidelines last updated in December 2016, conforms to the requirements of Senate Bill 743; incorporates updates to the CEQA guidelines proposed by the Governor's Office of Planning and Research (OPR) and further guidance provided in OPR's corresponding Technical Advisory<sup>2</sup>; and are consistent with the City of Los Angeles CEQA Thresholds Guide update. As part of the preparation of this version of the City's TAG, the City updated its travel demand simulation model and transportation impact thresholds to be consistent with the vehicle miles traveled (VMT) impact methodology.

Senate Bill 743 tasked the Office of Planning and Research (OPR) with developing new guidelines for evaluating transportation impacts under CEQA using methods that no longer focus on measuring automobile delay and level of service (LOS). Senate Bill 743 directed lead agencies to revise transportation assessment guidelines to include a transportation performance metric that promotes: the reduction of greenhouse gas emissions, the development of multimodal networks, and access to diverse land uses. OPR's proposed updates to the CEQA guidelines in support of these goals<sup>3</sup> establish VMT as the primary metric for evaluating a project's impacts on the environment and transportation system. Another proposed update to the CEQA guidelines requires that a project's environmental assessment must assess and disclose whether the proposed project conflicts or is inconsistent with local plans or policies. The California Natural Resources Agency certified and adopted the CEQA Guidelines in December 2018, and are now in effect.<sup>4</sup>

### 1.2. PURPOSE

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<sup>1</sup> Formerly referred to as the Transportation Impact Study (TIS) Guidelines. Wherever any ordinance, or policy refers to LADOT's TIS Guidelines or the Traffic Study Policies and Procedures, it shall be inferred to mean the Transportation Assessment Guidelines (TAG) as its successor document.

<sup>2</sup> State of California, Governor's Office of Planning and Research, *Technical Advisory on Evaluating Transportation Impacts in CEQA*, April 2018.

<sup>3</sup> State of California, Governor's Office of Planning and Research, *Proposed Updates to the CEQA Guidelines, Final*, November 2017.

<sup>4</sup> State of California, Natural Resources Agency, Final Adopted Text, December 2018. <http://resources.ca.gov/ceqa/>

Safety, sustainability, smart growth, and the reduction of greenhouse gas emissions - in addition to traditional mobility considerations - are prime concerns for the City of Los Angeles. The City establishes the TAG to effectuate a review process that advances the City's vision of developing a safe, accessible, well-maintained, and well-connected multimodal transportation network. The TAG have been developed to identify land use development and transportation projects that may impact the transportation system; to ensure proposed land use development projects achieve site access design requirements and on-site circulation best practices; to define whether off-site improvements are needed; and to provide step-by-step guidance for assessing impacts and preparing Transportation Assessment Studies.

Project applicants and consultants shall follow the procedures and standards set forth in this document when preparing and submitting a transportation assessment to ensure a timely review by LADOT. However, the TAG requirements may differ in certain areas of the City where specific plans or similar area-specific ordinances establish distinct guidelines. The City strongly recommends that the Project Applicant and/or consultants contact LADOT staff early in the design phase of the project to verify traffic access, circulation and safety issues that must be addressed, and to establish the scope and basic assumptions of the transportation assessment. Applicable fees for the various submittals and reviews described in the TAG are listed in the Los Angeles Municipal Code (LAMC) Section 19.15 (Planning and Zoning Code) (see **Attachment A**).

### **1.3. INITIAL STEPS**

Upon receipt of an application for discretionary action, LADOT will prepare an initial assessment of the development project to determine if a transportation assessment is required. A Development Project is defined as any proposed land use project that changes the use within an existing structure, creates an addition to an existing structure, or new construction, which includes any occupied floor area. For transportation infrastructure projects for which a transportation analysis is required (e.g., lane reconfiguration, roadway improvement, transit project, etc.), refer to **Sections 2.3** and **3.5** of these Guidelines for recommended transportation analysis methods.

The City requires the preparation and submission of a transportation assessment for Development Projects or Transportation Projects that meet the following criteria:

- If the Development Project is estimated to generate a net increase of 250 or more daily vehicle trips and requires discretionary action, a transportation assessment for a Development Project is required.
- If a Transportation Project is likely to either: (1) induce additional vehicle miles traveled by increasing vehicle capacity; or (2) reduce roadway through-lane capacity on a street that exceeds 750 vehicles per hour per lane for at least two (2) consecutive hours in a 24-hour period after the project is completed, a transportation assessment is generally required.
- A transportation assessment is required by City ordinance or regulation.

The preparation of a transportation assessment requires analysis and prediction of impacts or deficiencies to the circulation system generated by Development or Transportation Projects as well as the identification of feasible measures or corrective conditions to offset any impacts or deficiencies identified through a transportation assessment. The criteria, guidelines, objectives, and standards described herein shall be used by the public, private consultants, and City staff in the preparation and review of a

transportation assessment in the City of Los Angeles. The preparation of a transportation assessment must follow the guidelines as described herein, and shall be prepared under the direction of, and signed by, a Professional Engineer, registered in the State of California to practice either Traffic or Civil Engineering. Further, the Consultant hired by a project applicant to complete the transportation assessment must have an active and valid Los Angeles City Business Tax Registration Certificate.

#### **1.4. PROCESS**

Any project applicant or their designated representative (e.g., transportation consultant) required to prepare a transportation assessment for a Development Project, shall follow the steps summarized in **Figure 1** and described below.

**Step 1.** Contact LADOT with a request to prepare a new transportation assessment. During this initial communication, the following information shall be provided:

- A. Project Description – Provide a general description of the proposed Project, including size (defined by square footage per use and/or number of dwelling units), uses, and heights of proposed new buildings and other structures to be remodeled and/or removed. The Project description should include information on any sequence of phased construction and any unusual conditions. Specify a building address, legal description and project title.

For Projects that require the preparation of an EIR, the transportation analysis should include Project alternatives. For such Projects, the LADOT assessment letter will be limited to summarizing the findings and requirements for the preferred Project alternative or the alternative that generates the highest VMT. Should the Project Applicant request separate assessments for each alternative, then additional review fees may be required.

- B. Proposed Study Assumptions and Content – Present the assumptions and contents of the transportation assessment in accordance with:
  - a. California Environmental Quality Act guidelines (see the current City of Los Angeles CEQA Thresholds Guide),
  - b. Any applicable Transportation Specific Plan (TSP), and
  - c. Other applicable plans, laws, or ordinances (see **Section 2.1** for guidance).
- C. Project Site Plan – Submit the proposed project site plan, which shall clearly identify driveway or access location(s), loading/unloading areas, and parking design and circulation to help define the distribution of project trips according to any necessary turn prohibitions at the proposed driveways. Considerations for traffic flow and movement must be designed and incorporated early in building and parking layout plans. In order to minimize and prevent last minute building design changes, Project applicants should contact LADOT for driveway width and internal circulation requirements before finalizing the building and parking layout design.

Additionally, the project applicant, or their consultant, shall address the following considerations and recommendations in the project's site design and circulation:

- a. Project site access and circulation should integrate existing alleys, if available.

- b. While existing alleys may be prioritized for vehicular access, loading, and service access to the project site, in some contexts, alleys should be considered for mid-block paseos and paths for pedestrians and bicyclists.
- c. Projects should consider reducing the number of existing driveways and avoid creating new driveways along streets included in the City's High Injury Network or the Bicycle Enhanced Network, where protected bicycle lanes are planned.
- d. Project site access, circulation, and parking plans shall be compliant with the transportation and public accommodation provisions of the Americans with Disabilities Act (ADA). Proposed development projects that are not able to meet parking-code requirements and cannot provide accessible parking on-site may be required to install universally accessible on-street parking space(s) with the complementary ADA access ramp(s). Additionally, the design of driveways requires approval by LADOT and the Bureau of Engineering. Please refer to the [LADOT "Driveway Design" Guidelines](#) for additional information.
- e. If a Development Project requires the permanent removal of any metered parking spaces, payment to LADOT for lost parking meter revenue is required. See **Section 4.4.2.b** for further discussion regarding the Calculation of the Meter Revenue Recovery Fee (MRRF).

Generally, final recommendations of driveway location(s) and parking scheme will be issued at LADOT's Citywide One-Stop Counter, the Valley Development Review Office, or West Los Angeles Development Review Office (see **Section 5** for contact information) as a clearance on the Project's building permit.

**Step 2.** Consult with other agencies or adjacent jurisdictions (i.e., Caltrans, Los Angeles County Public Works, other cities, transit agencies, etc.) that may be affected by access demands and travel generated by the Project to ensure those agencies' transportation-related concerns and issues are properly addressed in the transportation assessment. If, as part of site access and circulation evaluation (see **Section 3.3**), a transportation assessment includes the evaluation of an intersection or intersections in a neighboring local jurisdiction, then any corrective actions deemed necessary to address circulation concerns should be reviewed by that jurisdiction. Projects proposed adjacent to Los Angeles County Metropolitan Transportation Authority (Metro) right-of-way (i.e., Metro Rail alignment) shall refer to the [Metro Adjacent Development Handbook](#) and should initiate a separate but consistent development review process with Metro.

**Step 3.** Consult with the Bureau of Engineering and LADOT to determine any highway dedication and street improvement requirements (see **Attachment B**), as well as requirements under the Americans with Disabilities Act (ADA) for the Project. The transportation assessment should identify the street classifications and designations, and roadway and right-of-way standard dimensions of any streets that front the proposed Project as identified in the Mobility Plan 2035 or subsequent, relevant Community Plan.

**Step 4.** Submit payment of necessary fees per LAMC Section 19.15 (see **Attachment A**).

**Step 5.** Prepare and execute a study scoping Memorandum of Understanding (MOU) (see **Attachment C**) with LADOT. The MOU describes the assumptions and parameters that shall be included in the transportation assessment, including approach to estimate project VMT; study area for pedestrian, bicycle, and transit facilities assessment; number and location of street intersections and residential street segments for analyses; related projects to be included in the analysis; trip generation rates; ambient growth rate; trip distribution pattern and trip assignments; trip credits for existing active or qualified previous land use; projected buildout year; estimating cumulative impact with reliance on the City's Travel Demand Forecasting (TDF) Model, if necessary, and study methodology.

**Step 6.** Gather all qualitative and quantitative data needed to address all required analyses and components of the transportation assessment. Collect traffic count data in accordance with standards and methods established in **Section 3.3** and at LADOT's discretion.

**Step 7.** Inform LADOT on the progress made in completing the transportation assessment. LADOT approval is required for any deviations from the assumptions and parameters described in the executed MOU or any other changes made to the analysis without LADOT's knowledge and consent, before the final report is prepared.

**Step 8.** Submit the complete transportation assessment comprised of all components listed in **Section 4** of these Guidelines and payment of the required fees to initiate LADOT's review. The consultant shall also submit proof of possessing a valid Los Angeles City Business Tax Certificate.

**Step 9.** After reviewing the submittal, LADOT will prepare and distribute a Project assessment report. LADOT will not prepare their Project assessment report until all necessary review fees are received and the complete and final electronic version of the transportation assessment in portable document format (PDF) has been submitted.

**Step 10.** Depending upon the nature of the mitigation measures and corrective actions to be implemented by the Project, ongoing reporting by the Project Applicant or other qualified representative and monitoring and review by the City may be required. Reporting on and monitoring of Transportation Demand Management (TDM) measures implemented by the Project to improve mobility options at and around a project site may also be required, in accordance with the City's TDM ordinance (L.A.M.C. 12.26J).

## **1.5. STUDY HIATUS AND INTERRUPTIONS**

Occasionally, LADOT reviews a transportation assessment for a Project that is modified after the transportation assessment has been finalized. If LADOT determines that the description or scope of the Project has changed such that extensive and major revisions to the transportation assessment are required, then LADOT shall consider the revised Project a new Project, which will require a new transportation assessment and payment of the applicable review fees. If LADOT determines that revisions to the transportation assessment can be accomplished without the preparation of a new transportation assessment, then LADOT may require the preparation of a supplemental analysis and payment of any necessary review fees.

Similarly, if, after LADOT has commented on a transportation assessment, LADOT staff does not receive written communication from the Project Applicant or the Consultant on the status of the Project for one

year or more, then LADOT may assume that the Project is no longer being pursued. To reinstate the Project after this time, a new transportation assessment and traffic review fee may be required and the timeline for transportation assessment processing could begin again.

## **1.6. MINISTERIAL PROJECTS NOT REQUIRING CEQA REVIEW**

For those projects that do not require CEQA review, either because they are ministerial or are otherwise exempt, but a transportation assessment is required pursuant to a transportation specific plan (e.g., WLA TIMP), the analysis under Section 2 and Section 3, with the exception of Section 3.4, shall not be applicable. For these projects, the transportation assessment shall focus on whether impacts are identified under Section 3.4 and, if so, LADOT will review for impacts based on the standards therein, relying on professional traffic engineering standards and practices. If the Project is expected to result in impacts, measures shall be required to ensure the access needs of all roadway users are accommodated during the construction phase of the projects.

## **2. CEQA ANALYSIS OF TRANSPORTATION IMPACTS**

### **2.1 CONFLICTING WITH PLANS, PROGRAMS, ORDINANCES, OR POLICIES (THRESHOLD T-1)**

#### **2.1.1 Introduction**

The City of Los Angeles aims to achieve an accessible and sustainable transportation system that meets the needs of all users. The City's adopted transportation-related plans and policies affirm that streets should be safe and convenient for all users of the transportation system, including pedestrians, bicyclists, motorists, public transit riders, disabled persons, senior citizens, children, and movers of commercial goods. Therefore, the transportation requirements and mitigations for proposed developments should be consistent with the City's transportation goals and policies.

Specifically, proposed projects shall be analyzed to identify potential conflicts with adopted City plans and policies and, if there is a conflict, improvements that prioritize access for and improve the comfort of people walking, bicycling, and riding transit in order to provide safe and convenient streets for all users should be identified. Projects designed to encourage sustainable travel help to reduce vehicle miles traveled. This section provides project criteria to identify which projects must check for consistency with major City plans and policies, and provides updated references that should be consulted to evaluate how proposed projects and plans relate to adopted City projects and plans.

#### **2.1.2 Screening Criteria**

If the project requires a discretionary action, and the answer is yes to any of the following questions, further analysis will be required to assess whether the proposed project would negatively affect existing pedestrian, bicycle, or transit facilities:

- Would the project generate a net increase of 250 or more daily vehicle trips?
- Is the project proposing to, or required to make any voluntary or required, modifications to the public right-of-way (i.e., street dedications, reconfigurations of curb line, etc.)?
- Is the project on a lot that is 0.5-acre or more in total gross area, or is the project's frontage along a street classified as an Avenue or Boulevard (as designated in the City's General Plan), 250 linear feet or more, or is the project's building frontage encompassing an entire block along a street classified as an Avenue or Boulevard by the City's General Plan?

For the purpose of screening for daily vehicle trips, a proposed project's daily vehicle trips should be estimated using the VMT Calculator tool or the most recent edition of the ITE *Trip Generation Manual*, as described in Section 2.2. A user's guide for the VMT Calculator can be found [here](#). TDM strategies should not be considered for the purpose of screening. If existing land uses are present on the project site or there were previously terminated land uses that meet the criteria for trip credits described in the trip generation methodology discussion in Section 3.3, the daily vehicle trips generated by the existing or qualified terminated land uses can be estimated using the VMT Calculator tool and subtracted from the Project's daily vehicle trips to determine the increase in daily vehicle trips.

For the purpose of the screening for projects that are making physical changes to the public right-of-way, determine the street designation and improvement standard for the project frontage along streets classified as an Avenue or Boulevard (as designated in the City's General Plan) using the Mobility Plan 2035, or NavigateLA. If any street fronting the project site is an Avenue or Boulevard and it is determined that additional dedication, or physical modifications to the public right-of-way are proposed or required, the answer to this question is yes. For projects not subject to dedication and improvement requirements under the Los Angeles Municipal Code, though the project does propose dedications or physical modifications to the public right-of-way, the answer to this question is yes.

### **2.1.3 Impact Criteria**

**Threshold T-1:** Would the project conflict with a program, plan, ordinance, or policy addressing the circulation system, including transit, roadways, bicycle, and pedestrian facilities?

The City of Los Angeles has adopted programs, plans, ordinances and policies that establish the transportation planning framework for all travel modes. The overall goals of these policies are to achieve a safe, accessible and sustainable transportation system for all users. The Transportation Element of the City's General Plan, the "Mobility Plan 2035," offers a comprehensive vision and set of policies and programs the City aims to achieve to provide streets that are safe and convenient for all users. Vision Zero Los Angeles aims to reduce transportation fatalities to zero by using extensive crash data analysis to identify priority corridors and intersections and applying safety countermeasures.

The titles of key City plans and policies, and their web links, that shall be reviewed are listed in **Table 2.1-1**. These documents are subject to revision over time, and new plans may be adopted that are relevant to this threshold. The Los Angeles Department of City Planning (LADCP) will periodically review and revise this list to ensure that it reflects the City's current priorities on the safety and performance of the transportation system. This list should be consulted in order to identify potential conflicts with projects and plans in the CEQA review process.

The threshold test is to assess whether a project would conflict with an adopted program, policy, plan, or ordinance that is adopted to protect the environment. In general, transportation policies or standards adopted to protect the environment are those that support multimodal transportation options and a reduction in VMT. Conversely, a project would not be shown to result in an impact merely based on whether a project would not implement a particular program, plan, policy, or ordinance. Many of these programs must be implemented by the City itself over time, and over a broad area, and it is the intention of this threshold test to ensure that proposed development projects and plans do not preclude the City from implementing adopted programs, plans and policies. This determination may require consultation with LADCP and LADOT.

## 2.1.4 Methodology

### Project Impacts

- A project that generally conforms with, and does not obstruct the City's development policies and standards will generally be considered to be consistent. The Project Applicant should review the documents and ordinances listed in **Table 2.1-1** for City plans, policies, programs, ordinances and standards relevant to determining project consistency. [Table 2.1-2](#) lists questions that shall be answered in order to help guide whether the project conflicts with City circulation system policies. A 'yes' or 'no' answer to these questions does not determine a conflict. Rather, as indicated in [Table 2.1-2](#), the Project Applicant shall review relevant policies and programs corresponding to the questions to assess whether the proposed project precludes the City's implementation of any adopted policy and/or program.
- If vacation of a public right-of-way, or relief from a required street dedication is sought as part of a proposed project, an assessment should be made as to whether the right-of-way in question is necessary to serve a long-term mobility need, as defined in the Mobility Plan 2035, transportation specific plan, or other planned improvement in the future.

**Table 2.1-1: City Documents that Establish the Regulatory Framework<sup>5</sup>**

<b>Plan or Policy</b>	<b>Web Link</b>
1. <u>Los Angeles Mobility Plan 2035</u>	<a href="https://planning.lacity.org/documents/policy/mobilityplmemo.pdf">https://planning.lacity.org/documents/policy/mobilityplmemo.pdf</a>
2. <u>Plan for Healthy LA</u>	<a href="https://planning.lacity.org/cwd/gnlpln/PlanforHealthyLA.pdf">https://planning.lacity.org/cwd/gnlpln/PlanforHealthyLA.pdf</a>
3. <u>Land Use Element of the General Plan (35 Community Plans)</u>	<a href="http://cityplanning.lacity.org/">http://cityplanning.lacity.org/</a>
4. <u>Specific Plans</u>	<a href="http://cityplanning.lacity.org/">http://cityplanning.lacity.org/</a>
5. <u>LAMC Section 12.21 A.16 (Bicycle Parking)</u>	

<sup>5</sup> For description of the relevant planning documents, see **Attachment D**.

6. <u>LAMC Section 12.26J (TDM Ordinance)</u>	<a href="http://library.amlegal.com/nxt/gateway.dll/California/lapz/municipalcodechapteriplanningandzoningco/chapterigeneralprovisionsandzoning/article2specificplanning-zoningcomprehen?f=templates\$fn=default.htm\$3.0\$vid=amlegal:lapz_ca\$anc=">http://library.amlegal.com/nxt/gateway.dll/California/lapz/municipalcodechapteriplanningandzoningco/chapterigeneralprovisionsandzoning/article2specificplanning-zoningcomprehen?f=templates\$fn=default.htm\$3.0\$vid=amlegal:lapz_ca\$anc=</a>
7. <u>LAMC Section 12.37 (Waivers of Dedications and Improvement)</u>	<a href="http://library.amlegal.com/nxt/gateway.dll/California/lapz/municipalcodechapteriplanningandzoningco/chapterigeneralprovisionsandzoning/article2specificplanning-zoningcomprehen?f=templates\$fn=default.htm\$3.0\$vid=amlegal:lapz_ca\$anc=">http://library.amlegal.com/nxt/gateway.dll/California/lapz/municipalcodechapteriplanningandzoningco/chapterigeneralprovisionsandzoning/article2specificplanning-zoningcomprehen?f=templates\$fn=default.htm\$3.0\$vid=amlegal:lapz_ca\$anc=</a>
8. <u>Vision Zero Action Plan</u>	<a href="http://visionzero.lacity.org/">http://visionzero.lacity.org/</a>
9. <u>Vision Zero Corridor Plans</u>	<a href="http://visionzero.lacity.org/">http://visionzero.lacity.org/</a>
10. <u>Pedestrian Safety Action Plan (pending)</u>	
11. <u>Streetscape Plans</u>	<p><b>List of relevant Streetscape Plans (this list may not be all inclusive):</b></p> <p><a href="https://planning.lacity.org/complan/gen_plan/avail_other.htm">https://planning.lacity.org/complan/gen_plan/avail_other.htm</a></p>
12. <u>Citywide Design Guidelines for Residential, Commercial and Industrial Development</u>	<a href="http://planning.lacity.org/urbandesign/resources/index.php">http://planning.lacity.org/urbandesign/resources/index.php</a>
13. <u>Walkability Checklist</u>	<p><a href="http://urbandesignla.com/resources/LAWalkabilityChecklist.php">http://urbandesignla.com/resources/LAWalkabilityChecklist.php</a></p> <p><u>Currently being updated</u></p>
14. <u>LADOT Transportation Technology Strategy – Urban Mobility in a Digital Age</u>	<a href="http://www.urbanmobilityla.com/strategy/">http://www.urbanmobilityla.com/strategy/</a>
15. <u>Mobility Hubs Reader’s Guide</u>	<a href="http://www.urbandesignla.com/resources/MobilityHubsReadersGuide.php">http://www.urbandesignla.com/resources/MobilityHubsReadersGuide.php</a>
16. <u>LADOT Manual of Policies and Procedures (Design Standards)</u>	<a href="http://ladot.lacity.org/what-we-do/plan-review/reference-library">http://ladot.lacity.org/what-we-do/plan-review/reference-library</a>

The analysis of cumulative impacts may be quantitative or qualitative. Each of the plans, ordinances and policies reviewed to assess potential conflicts with proposed projects should be reviewed to assess cumulative impacts that may result from the proposed project in combination with other development projects in the study area.

Related projects considered in the cumulative analysis should include known development projects within a one-quarter mile (1,320 foot) radius of the project site. Consultation with LADCP and LADOT may be required to compile the related projects list. The City's ZIMAS database can be used to assist in identifying development projects that have submitted applications to the City of Los Angeles. In consultation with LADOT, the analysis should also consider planned transportation system improvements within the study area.

Consider whether there would be a significant impact to which both the proposed project and other projects contribute. For instance, a cumulative impact could occur if the project as well as other future development projects located on the same block were to preclude the City's ability to serve transportation user needs as defined by the City's transportation policy framework.

### **2.1.5 Mitigation**

Identify changes to the proposed project as mitigation measures that could reduce or eliminate any inconsistencies with applicable programs, plans, ordinances, and policies and then determine the level of significance after mitigation.

**Table 2.1-2: Questions to Determine Project Applicability to Plans, Policies and Programs**

#	Guiding Questions	Relevant Plans, Policies, and Programs	Supporting/Complementary City Plans, Policies, and Programs to consult
<b>EXISTING PLAN APPLICABILITY</b>			
1	Does the project include additions or new construction along a street designated as a Boulevard I, and II, and/or Avenue I, II, or III on property zoned for R3 or less restrictive zone? (screening question)	LAMC Section 12.37	
2	Is project site along any network identified in the City's Mobility Plan?	MP 2.3 through 2.7	
3	Are dedications or improvements needed to serve long-term mobility needs identified in the Mobility Plan 2035?	MP - Street Classifications; MP - Street Designations and Standard Roadway Dimensions	MP - 2.17 Street Widenings
4	Does the project require placement of transit furniture in accordance with City's Coordinated Street Furniture and Bus Bench Program?		
5	Is project site in an identified Transit Oriented Community (TOC)?	MP - TEN; MP - PED; MP - BEN; TOC Guidelines	
6	Is project site on a roadway identified in City's High Injury Network?	Vision Zero	Mobility Plan 2035
7	Does project propose repurposing existing curb space? (Bike corral, car-sharing, parklet, electric vehicle charging, loading zone, curb extension, etc.)	MP - 2.1 Adaptive Reuse of Streets; MP - 2.10 Loading Areas; MP - 3.5 Multi-Modal Features; MP - 3.8 Bicycle Parking; MP - 4.13 Parking and Land Use Management; MP - 5.4 Clean Fuels and Vehicles	MP - 2.3 Pedestrian Infrastructure; MP - 2.4 Neighborhood Enhanced Network; MP - 3.2 People with Disabilities; MP - 4.1 New Technologies; MP 5.1 Sustainable Transportation; MP - 5.5 Green Streets

8	Does project propose narrowing or shifting existing sidewalk placement?	MP 2.3 Pedestrian Infrastructure; MP 3.1 - Access for All; MP -PED; MP - ENG 19; MP 2.17 Street Widening	Healthy LA; Vision Zero; Sustainability pLAn
9	Does project propose paving, narrowing, shifting or removing an existing parkway?	MP - 5.5 Green Streets; Sustainability pLAn	
10	Does project propose modifying, removing or otherwise affect existing bicycle infrastructure? (ex: driveway proposed along street with bicycle facility)	MP - BEN; MP - 4.15 Public Hearing Process	Vision Zero
11	Is project site adjacent to an alley? If yes, will project make use of, modify, or restrict alley access?	MP - 3.9 Increased Network Access; MP - ENG.9; MP - PL.1; MP - PL.13; MP - PS.3	
12	Does project create a cul-de-sac or is project site located adjacent to existing cul-de-sac? If yes, is cul-de-sac consistent with design goal in Mobility Plan 2035 (maintain through bicycle and pedestrian access)?	MP - 3.10 Cul-de-sacs	
<b>ACCESS: DRIVEWAYS AND LOADING</b>			
13	Does project site introduce a new driveway or loading access along an arterial (Avenue or Boulevard)?	MP - PL.1; MP - PK.10, CDG 4.1.02	Vision Zero
14	If yes to 13, Is a non-arterial frontage or alley access available to serve the driveway or loading access needs?	MP - PL.1; MPP 321	Vision Zero
15	Does project site include a corner lot? (avoid driveways too close to intersections)	CDG 4.1.01	

16	Does project propose driveway width in excess of City standard?	MPP Sec. 321	Vision Zero, Sustainability pLAn, MP - PED, MP - BEN CDG 4.1.04
17	Does project propose more driveways than required by City maximum standard?	MPP - Sec No. 321 Driveway Design	Vision Zero, MP, Healthy LA
18	Are loading zones proposed as a part of the project?	MP - 2.10 Loading Areas; MP - PK.1; MP - PK.7; MP - PK.8; MPP 321	
19	Does project include "drop-off" zones or areas? If yes, are such areas located to the side or rear of the building?	MP - 2.10 Loading Areas	
20	Does project propose modifying, limiting/restricting, or removing public access to a public right-of-way (e.g., vacating public right-of-way?)	MP - 2.3 Pedestrian Infrastructure; MP - 3.9 Increased Network Access	

## 2.2 CAUSING SUBSTANTIAL VEHICLE MILES TRAVELED (THRESHOLD T-2.1)

### 2.2.1 Introduction

The Los Angeles *Mobility Plan 2035* sets forth the following objective, regarding vehicle miles traveled (VMT):

- Decrease VMT per capita by 5% every five years [from 2015 baseline conditions], to 20% by 2035.<sup>6</sup>

Associated policies related to land use objectives aimed at shortening the distance between housing, jobs, and services, increasing the availability of affordable housing options with proximity to transit, offering more attractive non-vehicle alternatives, implementing transportation demand management (TDM) programs to encourage ridesharing and reduce vehicular trip making, congestion or cordon pricing mechanisms to encourage alternatives to driving alone, and providing community assets (e.g., locally-serving land uses) adjacent to residential areas to promote local walking and biking trips that reduce VMT. The *Mobility Plan 2035* also suggests that pursuing a specific vehicle level of service (LOS) standard can lead to wider roads resulting in adverse environmental, public health, and fiscal impacts.

The Governor's Office of Planning and Research (OPR) issued proposed updates to the CEQA guidelines in November 2017<sup>7</sup> and an accompanying technical advisory guidance in April 2018<sup>8</sup> ("OPR Technical Advisory") that amends the Appendix G question for transportation impacts to delete reference to vehicle delay and level of service and instead refer to Section 15064.3, subdivision (b)(1) of the CEQA Guidelines asking if the project will result in a substantial increase in VMT. The California Natural Resources Agency certified and adopted the CEQA Guidelines in December of 2018, and are now in effect.<sup>9</sup>

Accordingly, the City of Los Angeles recognizes the need to set new significance criteria for transportation impacts based on VMT for land use projects and plans in accordance with the amended Appendix G question:

**Threshold T-2.1:** For a land use project, would the project conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b)(1)?

For land use projects, the intent of this threshold is to assess whether a land use project or plan causes substantial vehicle miles traveled. The City has developed the following screening and impact criteria to address this question. The criteria below is based on the OPR technical advisory but reflects local considerations.

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<sup>6</sup> City of Los Angeles, *Mobility Plan 2035, An Element of the General Plan*, adopted September 7, 2016, page 124.

<sup>7</sup> State of California, Governor's Office of Planning and Research, *Proposed Updates to the CEQA Guidelines, Final*, November 2017.

<sup>8</sup> State of California, Governor's Office of Planning and Research, *Technical Advisory on Evaluating Transportation Impacts in CEQA*, April 2018.

<sup>9</sup> State of California, Natural Resources Agency, Final Adopted Text, December 2018. <http://resources.ca.gov/ceqa/>

## 2.2.2 Screening Criteria

If the project requires a discretionary action, and the answer is no to either T-2.1-1 or T-2.1-2, further analysis will not be required for Threshold T-2.1, and a “no impact” determination can be made for that threshold:

- T-2.1-1: Would the land use project<sup>10</sup> generate a net increase of 250 or more daily vehicle trips?

For the purpose of screening for daily vehicle trips, a proposed project’s daily vehicle trips should be estimated using the VMT Calculator tool or the most recent edition of the ITE *Trip Generation* Manual. A user’s guide for the VMT Calculator can be found [here](#).<sup>11</sup> TDM strategies should not be considered for the purpose of screening. If existing land uses are present on the project site or there were previously terminated land uses that meet the criteria for trip credits described in the trip generation methodology discussion in Section 3.3, the daily vehicle trips generated by the existing or qualified terminated land uses can be estimated using the VMT Calculator tool and subtracted from the Project’s daily vehicle trips to determine the increase in daily vehicle trips.

- T-2.1-2: Would the project generate a net increase in daily VMT?

For the purpose of screening for VMT, a project’s daily VMT should be estimated using the VMT Calculator tool or the City’s Travel Demand Forecasting (TDF) model. A user’s guide for the VMT Calculator can be found [here](#).<sup>12</sup> TDM strategies should not be considered for the purpose of screening. If existing land uses are present on the project site or there were previously terminated land uses that meet the criteria for trip credits described in the trip generation methodology discussion in Section 3.3, the daily VMT generated by the existing or qualified terminated land uses can be estimated using the VMT Calculator tool and subtracted from the Project’s daily VMT to determine the increase in daily VMT.

In addition to the above screening criteria, the portion of, or the entirety of a project that contains small-scale or local serving retail uses<sup>13</sup> are assumed to have less than significant VMT impacts. If the answer to the following question is no, then that portion of the project meets the screening criteria and a no impact determination can be made for the portion of the project that contains retail uses. However, if the retail project is part of a larger mixed-use project, then the remaining portion of the project may be subject to further analysis in accordance with the above screening criteria. Projects that include retail uses in excess of the screening criteria would need to evaluate the entirety of the project’s vehicle miles traveled, as specified in Section 2.2.4.

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<sup>10</sup> Land use projects include any discretionary action that changes development capacity (such as a zone change or redesignation of a general plan land use) or results in new construction, additions or change of use. Projects that require only ministerial approvals, such as building, use and demolition permits shall not be subject to Section 2 of the Transportation Assessment Guidelines (TAG). See Section 1.6 of these Guidelines for additional background on what projects are subject to review of the TAG.

<sup>11</sup> [LADOT Website](#).

<https://ladot.lacity.org/what-we-do/planning-development-review/transportation-planning-policy/modernizing-transportation-analysis>

<sup>12</sup> [See footnote 11](#)

<sup>13</sup> The definition of retail for this purpose includes restaurant.

- If the project includes retail uses, does the portion of the project that contain retail uses exceed a net 50,000 square feet?

Independent of the above screening criteria, and the project requires a discretionary action, further analysis will be required if the following statement is true:

- Would the Project or Plan located within a one-half mile of a fixed-rail or fixed-guideway transit station replace an existing number of residential units with a smaller number of residential units?

For the purpose of screening for proposed change in housing units located near fixed-rail or fixed-guideway transit for development projects, the total number of housing units that exist on the project site should be counted and compared to the total number of housing units as proposed by the project to determine if the project would result in a net decrease in housing units. For the purposes of screening for proposed change in housing units that are in proximity to transit for land use plans, the total number of existing housing units within a one-half mile of a fixed-rail transit station that fall within the land use plan area should be counted and compared to the total housing capacity within the same area that could be built as a result of the land use plan to determine if the plan could result in a net decrease in housing.

### 2.2.3 Impact Criteria

#### *Development Projects*

The development project will have a potential impact if the project meets the following:

- For residential projects, the project would generate household VMT per capita exceeding 15% below the existing average household VMT per capita for the Area Planning Commission (APC) area in which the project is located. (see Table 2.2-1)
- For office projects, the project would generate work VMT per employee exceeding 15% below the existing average work VMT per employee for the APC in which the project is located. (see Table 2.2-1)
- For regional serving retail projects, the project would result in a net increase in VMT.
- For other land use types, measure VMT impacts for the work trip element using the criteria for office projects above. (see Table 2.2-1)

**Table 2.2-1: VMT Impact Criteria (15% Below APC Average)**

<b>Area Planning Commission</b>	<b>Daily Household VMT per Capita</b>	<b>Daily Work VMT per Employee</b>
Central	6.0	7.6
East LA	7.2	12.7
Harbor	9.2	12.3
North Valley	9.2	15.0

South LA	6.0	11.6
South Valley	9.4	11.6
West LA	7.4	11.1

## 2.2.4 Methodology

### ***Development Projects***

The screening and impact evaluation should be conducted for the following types of development projects:

- Residential – Single-family housing, multi-family housing, and affordable housing.
- Office – General office and medical office. Light industrial, manufacturing, warehousing/ self-storage, K-12 schools, college/university, and hotel/motel land uses should be treated as office for screening and analysis.
- Retail – General retail, furniture store, pharmacy/drugstore, supermarket, bank, health club, restaurant, auto repair, home improvement superstore, discount store, and movie theater.

The following identifies screening criteria and thresholds of significance used to determine if other types of land uses occasionally reviewed by LADOT would result in significant impacts as it relates to VMT:

- Public Services – Public services (e.g., police, fire stations, public utilities) do not generally generate substantial VMT. Instead, these land uses are often built in response to development from other land uses (e.g., office and residential). Therefore, these land uses can be presumed to have less-than-significant impacts on VMT.
- Event Centers and Regional-Serving Entertainment Venues – Trips associated with these land uses are typically discretionary trips made by individuals, which may be substitute or new trips. For these land uses, a detailed customized VMT analysis would most likely be required to determine if the project attracting regional trips. Therefore, no screening criterion is provided. For uses that are considered to attract regional trips, the project should evaluate if the project would result in a net increase in total VMT.

The land uses described above are not intended to be inclusive of every land use reviewed by LADOT for projects subject to CEQA. For other land uses, the analysis should be consistent with one of the screening criteria and thresholds of significance described above.

### ***Impact Methodology***

Residential Projects. Daily vehicle trips, daily VMT, and daily household VMT per capita for residential projects should be estimated using the VMT Calculator tool. A guide to using the tool can be found [here](#). Transportation demand management strategies to be included as project design features should be considered in the estimation of a project’s daily vehicle trips and VMT.

Redevelopment Projects Near Transit that Reduce Total Housing Supply. For projects that are located within a one-half mile of a fixed-rail transit station and result in a net decrease of housing units, the project

should be evaluated to determine if aggregate VMT impacts may result from existing residents that are displaced to higher VMT areas. While conclusive findings of displacement impacts on VMT is uncertain, methodologies will continue to evolve. The analysis should indicate if there is available housing supply near the project to meet the needs of existing residents. If replacement housing is shown to be not available within the project area, the VMT analysis should include the additional average daily VMT of the existing residents that would be expected to be displaced in the numerator of the total VMT per capita assessed for the project.

Office Projects. Daily vehicle trips, daily VMT, and daily work VMT per employee for office projects should be estimated using the VMT Calculator tool. A guide to using the tool and be found [here](#). Transportation demand management strategies to be included as project design features should be considered in the estimation of a project's daily vehicle trips and VMT.

Regional Serving Retail Projects<sup>14</sup>. Retail projects should be evaluated to determine whether the project would result in a net increase in total VMT. Local-serving retail<sup>15</sup> development tends to shorten trips and reduce VMT whereas regional-serving retail development can lead to substitution of longer trips for shorter ones and could increase VMT. One of the following methods would be necessary for retail projects subject to analysis:

- Preparation of a market-study-based transportation analysis submitted by the Project Applicant that demonstrates to LADOT staff that the project area is underserved for the proposed retail use and that the project will shorten existing shopping trips by creating an intervening location between trip origins and current retail destinations.
- Run the City's Travel Demand Forecasting model with and without the project. Since the overall number of trips in the model is based on home-based trips and is balanced to home-trip productions, the total number of trips will not be influenced materially by the introduction of the additional retail space but rather the model will redistribute home-shopping trips from other retail destinations to the proposed retail destination.
  - If the project is entirely retail, this entails the following steps:
    - Determine the traffic analysis zone (TAZ) in which the project is located.
    - Convert the project retail land uses into the appropriate employment categories utilized in the model. Adjust the socioeconomic parameters in the TAZ appropriately to reflect removal of the existing land uses and addition of the project.
    - Run the four-step model process for the model existing base year for the four time periods in the model (AM peak period, midday period, PM peak period, nighttime period) for the base ("no project") scenario and for the "plus project" scenario.
    - Calculate total VMT on the model network for each time period and sum to determine daily VMT for each scenario. Subtract the daily VMT for the base

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<sup>14</sup> Regional Serving Retail Projects are generally defined as retail projects that exceed 50,000 square feet in floor area. Retail projects that fall under 50,000 square feet are considered local serving.

<sup>15</sup> See footnote 10 on definition of local serving retail.

scenario from the daily VMT for the “plus project” scenario to determine the net change in daily VMT.

- If the proposed project is a mixed-use development including more than 50,000 square feet of retail, conduct steps similar to those described above. However, first create a “without retail” model scenario that includes the rest of the project’s proposed land uses and then create and run the four-step model for this “with retail” scenario. Subtract the daily VMT for the “without retail” scenario from the daily VMT for the “with retail” scenario to determine the net change in daily VMT.

Event Centers and Regional-Serving Entertainment Venues. Event centers and regional-serving entertainment projects should be evaluated to determine whether the project would result in a net increase in total VMT. Analysis prepared for these uses should follow the same methodology as described above for regional serving retail projects.

Mixed-Use Projects. The project VMT impact should be considered significant if any one (or all) of the project land uses exceed the impact criteria for that particular land use, taking credit for internal capture. In such cases, mitigation options that reduce the VMT generated by any or all of the land uses could be considered.

### ***Cumulative Impacts***

Analyses should consider both short- and long-term project effects on VMT. Short-term effects will be evaluated in the detailed project-level VMT analysis described above. Long-term, or cumulative, effects will be determined through a consistency check with the SCAG RTP/SCS. The RTP/SCS is the regional plan that demonstrates compliance with air quality conformity requirements and GHG reduction targets. As such, projects that are consistent with this plan in terms of development location, density, and intensity, are part of the regional solution for meeting air pollution and GHG goals. Projects that are deemed to be consistent would have a less than significant cumulative impact on VMT. Development in a location where the RTP/SCS does not specify any development may indicate a significant impact on transportation. However, for projects that do not demonstrate a project impact by applying an efficiency-based impact threshold (i.e. VMT per capita or VMT per employee) in the project impact analysis, a less than significant project impact conclusion is sufficient in demonstrating there is no cumulative VMT impact. Projects that fall under the City’s efficiency-based impact thresholds are already shown to align with the long-term VMT and greenhouse gas reduction goals of SCAG’s RTP/SCS.

Projects that both demonstrate a project impact by applying an efficiency-based VMT threshold and that are not deemed to be consistent with the the SCAG RTP/SCS could have a significant cumulative impact on VMT. Further evaluation would be necessary to determine whether such a project’s cumulative impact on VMT is significant. This analysis could be conducted by running the City’s Travel Demand Forecasting model with the cumulative “no project” scenario representing the adopted RTP/SCS cumulative year conditions (as incorporated into the City’s model) and the cumulative “plus project” scenario representing the reallocation of the population and/or employment growth based on the land supply changes associated with the proposed project. Citywide VMT, household VMT per capita, or work VMT per employee (depending on project type) would be calculated for both scenarios, and any increase in VMT, household VMT per capita, or work VMT per employee (depending on project type) above that which was

forecast in the adopted RTP/SCS would constitute a significant impact because it could jeopardize regional air quality conformity or GHG reduction findings.

When specifically evaluating the VMT impacts of regional-serving retail and/or entertainment projects, and event centers, the cumulative analysis would include additional steps to that described above under the Project Impact methodology to compare a cumulative “plus project” scenario with the cumulative “no project” scenario representing the adopted RTP/SCS cumulative year conditions (as incorporated into the City’s model). This would involve the following additional steps:

- Convert the project land uses into the appropriate employment categories utilized in the adopted RTP/SCS horizon year model. Adjust the socioeconomic parameters in the TAZ appropriately to reflect removal of the existing land uses and addition of the project.
- Run the four-step model process for the model cumulative “no project” for the four time periods in the model (AM peak period, midday period, PM peak period, nighttime period) for the base cumulative “no project” scenario and for the cumulative “plus project” scenario.
- Calculate total VMT on the model network for each time period and sum to determine daily VMT for each scenario. Subtract the daily VMT for the base cumulative “no project” scenario from the daily VMT for the cumulative “plus project” scenario to determine the net change in daily VMT.

## 2.2.5 Mitigation

### *Development Projects*

Potential mitigation measures for development project VMT impacts can include:

- Transportation demand management strategies beyond those required by the City’s TDM Ordinance and/or beyond those to be included as project design features that have been demonstrated to reduce VMT. TDM strategies that have been shown to reduce VMT include, but are not limited to, the following described in **Table 2.2-2** below.

**Table 2.2-2: TDM Strategies**

Category	Measure
Parking	<ul style="list-style-type: none"> <li>● Reduce parking supply</li> <li>● Unbundle parking</li> <li>● Parking cash-out</li> <li>● Price workplace parking</li> </ul>
Transit	<ul style="list-style-type: none"> <li>● Reduce transit headways</li> <li>● Implement neighborhood shuttle</li> <li>● Transit subsidies</li> </ul>
Education & encouragement	<ul style="list-style-type: none"> <li>● Voluntary travel behavior change program</li> <li>● Promotions and marketing</li> </ul>
Commute trip reductions	<ul style="list-style-type: none"> <li>● Required commute trip reduction program</li> </ul>

	<ul style="list-style-type: none"> <li>● Employer or association-sponsored vanpool, circulator or shuttle</li> <li>● Rideshare program</li> </ul>
Shared mobility	<ul style="list-style-type: none"> <li>● Car share</li> <li>● Bike share</li> <li>● Other shared mobility devices</li> <li>● School carpool program</li> </ul>
Bicycle infrastructure	<ul style="list-style-type: none"> <li>● Implement/improve on-street bicycle facility</li> <li>● Include outdoor bike parking</li> <li>● Include secure bike parking and showers</li> </ul>
Neighborhood enhancement	<ul style="list-style-type: none"> <li>● Traffic calming improvements</li> <li>● Pedestrian network improvements</li> <li>● Shared use paths, paseos</li> </ul>

Further details regarding the definitions, benefits and applicability of the TDM measures listed above are provided in **Attachment G**.

- Additional TDM measures beyond those listed above. If additional TDM measure(s) beyond those listed above are used to quantitatively reduce a project’s VMT estimate, substantial evidence should be provided to LADOT to support the claimed effectiveness of the measure(s).
- Enhancements to the public transit system.
- For a single-use project, introducing compatible additional land uses to allow for internalization of trips.
- For a mixed-use project, modifying the project’s land use mix to increase internalization of trips, reduce external trip generation, and serve the local community.

***Land Use Plans***

Potential mitigation measures for land use plan VMT impacts can include:

- Reallocation of future land use development to increase density in transportation-efficient locations (e.g., proximity to transit, proximity to services).
- Measures to enhance the public transit system and/or connections to the system including active transportation mode improvements, such as infrastructure improvements, programs, or education and marketing.
- Measures to encourage reduced reliance on automobile trips and encourage transit and active transportation modes.

**2.3 SUBSTANTIALLY INDUCING ADDITIONAL AUTOMOBILE TRAVEL (THRESHOLD T-2.2)**

**2.3.1 Introduction**

Transportation projects that increase vehicular capacity can lead to additional travel on the roadway network, which can include induced vehicle travel due to factors such as increased speeds and induced growth. The Governor’s Office of Planning and Research (OPR) issued proposed updates to the CEQA guidelines in November 2017<sup>16</sup> and an accompanying technical advisory in April 2018<sup>17</sup> (“OPR Technical Advisory”) that amends the Appendix G questions to refer to Section 15064.3, subdivision (b)(2) of the CEQA Guidelines, which give discretion to agencies to determine the appropriate measure of transportation impact consistent with CEQA and other applicable requirements. The California Natural Resources Agency certified and adopted the CEQA Guidelines in December of 2018, and are now in effect.<sup>18</sup> To provide consistency across projects and achieve the City’s sustainability policies, the City of Los Angeles has acted to consider the potential for transportation projects to increase VMT, and disclosing such impacts is subject to CEQA.

Accordingly, the City of Los Angeles recognizes the need to set new significance criteria for transportation impacts based on VMT for transportation projects in accordance with the amended Appendix G question:

**Threshold T-2.2:** For a transportation project, would the project conflict or be inconsistent with CEQA Guidelines section 15064.3, subdivision (b)(2)?

For transportation projects, the intent of this threshold is to assess whether a transportation project induces substantial additional VMT. The City has developed the following screening and impact criteria to answer this question. The criteria are supported by the OPR technical advisory.

### 2.3.2 Screening Criteria

If the answer is no to the following question, further analysis will not be required for Threshold T-2.2, and a no impact determination can be made for that threshold:

- **T-2.2:** Would the project include the addition of through traffic lanes on existing or new highways, including general purpose lanes, high-occupancy vehicle (HOV) lanes, peak period lanes, auxiliary lanes, and lanes through grade-separated interchanges (except managed lanes, transit lanes, and auxiliary lanes of less than one mile in length designed to improve roadway safety)?

Transit and active transportation projects and projects that reduce roadway capacity generally reduce VMT and, therefore, are presumed to cause a less-than-significant impact. Transportation projects that are not likely to lead to a substantial or measurable increase in vehicle travel and would, therefore, not be required to prepare an induced travel analysis, are listed in **Table 2.3-1**.

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<sup>16</sup> State of California, Governor’s Office of Planning and Research, *Proposed Updates to the CEQA Guidelines, Final*, November 2017.

<sup>17</sup> State of California, Governor’s Office of Planning and Research, *Technical Advisory on Evaluating Transportation Impacts in CEQA*, April 2018.

<sup>18</sup> State of California, Natural Resources Agency, *Final Adopted Text*, December 2018.  
<http://resources.ca.gov/ceqa/>

**Table 2.3-1: Transportation Projects Not Likely to Lead to Substantial or Measurable Increase in Vehicle Travel**

- Rehabilitation, maintenance, replacement, safety, and repair projects designed to improve the condition of existing transportation assets (e.g., highways; roadways; bridges; culverts; Transportation Management System field elements such as cameras, message signs, detection, or signals; tunnels; transit systems; and assets that serve bicycle and pedestrian facilities) and that do not add additional motor vehicle capacity
- Roadside safety devices or hardware installation such as median barriers and guardrails
- Roadway shoulder enhancements to provide "breakdown space" - dedicated space for use only by transit vehicles, to provide bicycle access, or to otherwise improve safety, but which will not be used as automobile vehicle travel lanes
- Addition of an auxiliary lane of less than one mile in length designed to improve roadway safety
- Installation, removal, or reconfiguration of traffic lanes that are not for through traffic, such as left, right, and U-turn pockets, two-way left turn lanes, or emergency breakdown lanes that are not utilized as through lanes
- Addition of roadway capacity on local or collector streets provided the project also substantially improves conditions for pedestrians, cyclists, and, if applicable, transit
- Conversion of existing general purpose lanes (including ramps) to managed lanes or transit lanes, or changing lane management in a manner that would not substantially increase vehicle travel
- Addition of a new lane that is permanently restricted to use only by transit vehicles
- Reduction in number of through lanes
- Grade separation to separate vehicles from rail, transit, pedestrians or bicycles, or to replace a lane in order to separate preferential vehicles (e.g., high-occupancy vehicles [HOV], high-occupancy toll [HOT], or trucks) from general vehicles
- Installation, removal, or reconfiguration of traffic control devices, including Transit Signal Priority (TSP) features
- Installation of traffic metering systems, detection systems, cameras, changeable message signs and other electronics designed to optimize vehicle, bicycle, or pedestrian flow
- Timing of signals to optimize vehicle, bicycle or pedestrian flow
- Installation of roundabouts or traffic circles
- Installation or reconfiguration of traffic calming devices
- Adoption of or increase in tolls
- Addition of tolled lanes, where tolls are sufficient to mitigate VMT increase
- Initiation of new transit service
- Conversion of streets from one-way to two-way operation with no net increase in number of traffic lanes
- Removal or relocation of off-street or on-street parking spaces

- Adoption or modification of on-street parking or loading restrictions (including meters, time limits, accessible spaces, and preferential/reserved parking permit programs)
- Addition of traffic wayfinding signage
- Rehabilitation and maintenance projects that do not add motor vehicle capacity
- Addition of new or enhanced bike or pedestrian facilities on existing streets/highways or within existing public rights-of-way
- Addition of Class I bike paths, trails, multi-use paths, or other off-road facilities that serve non-motorized travel
- Installation of publicly available alternative fuel/charging infrastructure
- Adding of passing lanes, truck climbing lanes, or truck brake-check lanes in rural areas that do not increase overall vehicle capacity along the corridor

### 2.3.3 Impact Criteria

The transportation project will have a potential impact if:

- The project will increase the project area<sup>19</sup> VMT, as measurable by the City's base year Travel Demand Forecasting model plus an induced travel elasticity factor per lane mile.

### 2.3.4 Methodology

#### *Project Impacts*

The City of Los Angeles has developed a citywide Travel Demand Forecasting (TDF) model that is suitable for assessing change in VMT due to a given roadway project in its land use/transportation context. This tool should be used to calculate the change in VMT from transportation projects that, by definition, are considered to have the potential for inducing automobile travel.

For the direct measurement of project impacts, the TDF model's base year<sup>20</sup> network should be modified to reflect the vehicle capacity-enhancements that would result from the proposed transportation project. The base year model should be run with and without the proposed transportation project, without adjusting the model's land use inputs, in order to isolate the potential change in network VMT with the project as compared to the baseline. The assessment should cover the full area in which driving patterns are expected to change, and include supporting evidence for why such area was selected.

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<sup>19</sup> The project area, for the purposes of a VMT analysis of transportation projects will be defined on a project by project basis. The area shall include the transportation analysis zones that contain a non-significant amount of vehicles traveling somewhere along their journey and also along the project corridor segment.

<sup>20</sup> The base year shall reflect the environmental setting closest to when the project analysis was initiated, such as the release of a Notice of Preparation.

The City's TDF model is capable of adjusting trip lengths, mode split, and route choice in response to network changes. However, the model does not include the ability to modify land use in response to changes to the transportation system and will not increase trips to reflect latent demand. Therefore, such induced travel should be estimated by applying an induced demand elasticity factor available from appropriate academic literature. According to the OPR Technical Advisory<sup>21</sup>, the most recent major study as of this writing<sup>22</sup> finds the elasticity of vehicle travel by lane miles added to be 1.0, meaning that every percent increase in lane miles results in a 1.0 percent increase in vehicle travel.

Accordingly, the VMT impact of a transportation project shall be calculated as the direct change in VMT as estimated by the City's TDF model with and without the project plus a factor for induced demand calculated as follows:

- Using the TDF model, determine the total modeled lane-miles over the project area<sup>23</sup> that fully captures travel behavior changes resulting from the project.
- Determine the percent change in total lane miles that will result from the project.
- Using the TDF model, determine the total existing VMT over that same area.
- Multiply the percent increase in lane miles by the existing VMT and then multiply that by the elasticity factor of 1.0.

### ***Cumulative Impacts***

Analyses should consider both short- and long-term project effects on VMT. Short-term effects will be evaluated in the project-level VMT analysis described above. Long-term, or cumulative, effects will be determined through a consistency check with the SCAG RTP/SCS. The RTP/SCS is the regional plan that demonstrates compliance with air quality conformity requirements and greenhouse gas (GHG) reduction targets. As such, transportation projects that are included in this plan are part of the regional solution for meeting air pollution and GHG reduction goals. Transportation projects that are deemed to be consistent would have a less than significant cumulative impact on VMT.

Transportation projects that are not deemed to be consistent could have a significant cumulative impact on VMT. Further evaluation would be necessary to determine whether such a project's cumulative impact on VMT is significant. This analysis would be conducted by running the City's TDF model with the cumulative "no project" scenario representing the adopted RTP/SCS cumulative year conditions (as incorporated into the City's model) and the cumulative "plus project" scenario incorporating the network changes due to the proposed transportation project. An induced demand elasticity factor should be applied to any increase in VMT thus determined, and any increase in VMT would constitute a significant impact because it could jeopardize regional air quality conformity or GHG reduction findings.

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<sup>21</sup> State of California, Governor's Office of Planning and Research, *Technical Advisory on Evaluating Transportation Impacts in CEQA*, April 2018.

<sup>22</sup> Duranton and Turner. *The Fundamental Law of Road Congestion, Evidence from US Cities*, 2011.

<sup>23</sup> See footnote 19 for the definition of Project Area for transportation projects.

### **2.3.5 Mitigation**

Mitigation measures that could reduce the amount of increased vehicle travel induced by capacity increases could include, but not be limited to, the following measures:

- Tolling new lanes to encourage carpools and fund transit improvements.
- Converting existing general purpose lanes to HOV lanes, high occupancy toll (HOT) lanes, or bus lanes.
- Cordon or congestion pricing to encourage sustainable travel behavior and fund district-wide mobility improvements.
- Implementing or funding off-site mobility improvements, including the initiation of transportation management organizations (TMOs).
- Implementing intelligent transportation systems (ITS) strategies to improve passenger throughput on existing lanes.

## **2.4 SUBSTANTIALLY INCREASING HAZARDS DUE TO A GEOMETRIC DESIGN FEATURE OR INCOMPATIBLE USE (THRESHOLD T-3)**

### **2.4.1 Introduction**

Impacts regarding the potential increase of hazards due to a geometric design feature generally relate to the design of access points to and from the project site, and may include safety, operational, or capacity impacts. Impacts can be related to vehicle/vehicle, vehicle/bicycle, or vehicle/pedestrian conflicts as well as to operational delays caused by vehicles slowing and/or queuing to access a project site. These conflicts may be created by the driveway configuration or through the placement of project driveway(s) in areas of inadequate visibility, adjacent to bicycle or pedestrian facilities, or too close to busy or congested intersections. Evaluation of access impacts require details relative to project land use, size, design, location of access points, etc. These impacts are typically evaluated for permanent conditions after project completion, but can also be evaluated for temporary conditions during project construction.

Project access can be analyzed in qualitative and/or quantitative terms, and in conjunction with the review of internal site circulation and access to parking areas. All proposed site access points should be evaluated.

### **2.4.2 Screening Criteria**

If the project requires a discretionary action, and the answer is “yes” to either of the following questions, further analysis will be required to assess whether the project would result in impacts due to geometric design hazards or incompatible uses:

- Is the project proposing new driveways, or introducing new vehicle access to the property from the public right-of-way?
- Is the project proposing to, or required to make any voluntary or required, modifications to the public right-of-way (i.e., street dedications, reconfigurations of curb line, etc.)?

For the purpose of the screening for projects that are making physical changes to the public right-of-way, determine the street designation and improvement standard for any project frontage along streets classified as an Avenue or Boulevard (as designated in the City's General Plan) using the Mobility Plan 2035, or NavigateLA. If any street fronting the project site is an Avenue or Boulevard and it is determined that additional dedication, or physical modifications to the public right-of-way are proposed or required, the answer to this question is yes. For projects not subject to dedication and improvement requirements under the Los Angeles Municipal Code, though the project does propose dedications or physical modifications to the public right-of-way, the answer to this question is yes.

### **2.4.3 Impact Criteria**

**Threshold T-3:** Would the project substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?

Preliminary project access plans are to be reviewed in light of commonly-accepted traffic engineering design standards<sup>24</sup> to ascertain whether any deficiencies are apparent in the site access plans which would be considered significant. The determination of significance shall be on a case-by-case basis, considering the following factors:

- The relative amount of pedestrian activity at project access points.
- Design features/physical configurations that affect the visibility of pedestrians and bicyclists to drivers entering and exiting the site, and the visibility of cars to pedestrians and bicyclists.
- The type of bicycle facilities the project driveway(s) crosses and the relative level of utilization.
- The physical conditions of the site and surrounding area, such as curves, slopes, walks, landscaping or other barriers, that could result in vehicle/pedestrian, vehicle/bicycle, or vehicle/vehicle impacts.
- The project location, or project-related changes to the public right-of-way, relative to proximity to the High Injury Network or a Safe Routes to School program area.
- Any other conditions, including the approximate location of incompatible uses that would substantially increase a transportation hazard.

### **2.4.4 Methodology**

#### ***Project Impacts***

For vehicle, bicycle and pedestrian safety impacts, review all project access points, internal circulation, and parking access from an operational and safety perspective (for example, turning radii, driveway queuing, line of sight for turns into and out of project driveway[s]). Where project driveways would cross pedestrian facilities or bicycle facilities (bike lanes or bike paths), consider operational and safety issues related to the potential for vehicle/pedestrian and vehicle/bicycle conflicts and the severity of

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<sup>24</sup> One example of traffic engineering design standards includes, but is not limited to Section 321 of LADOT's Manual of Policies and Procedures, which provides guidance on driveway design.

consequences that could result. In areas with moderate to high levels of pedestrian or bicycle activity, the collection of pedestrian or bicycle count data may be required.

### ***Cumulative Impacts***

Review project site access plans for related projects with access points proposed along the same block(s) as the proposed project. Determine the combined impact and the project's contribution.

### **2.4.5 Mitigation**

Potential mitigation measures for project impacts due to geometric design hazards can include:

- Installation of a traffic signal, stop signs or electronic warning devices at site access points
- Redesign and/or relocation of project access points
- Redesign of the internal (on-site) circulation system
- Installation of stop-signs and pavement markings internal to the site
- Restricting or prohibiting turns at site access points
- Pavement markings that highlight potential conflict points including marking/stripping through bike lane
- Widened sidewalk and/or curb extensions
- Augment driver/pedestrian sight lines
- Manage vehicle/parking demand

## **3. NON-CEQA TRANSPORTATION ANALYSIS**

### **3.1. AUTHORITY FOR REQUIRING NON-CEQA TRANSPORTATION ANALYSIS**

The authority for requiring non-CEQA transportation analysis and potentially requiring improvements to address identified deficiencies lies in the City of Los Angeles' Site Plan Review authority as established in Section 16.05 of the Los Angeles Municipal Code (LAMC). As provided in Section 16.05:

“The purposes of site plan review are to promote orderly development, evaluate and mitigate significant environmental impacts, and promote public safety and the general welfare by ensuring that development projects are properly related to their sites, surrounding properties, traffic circulation, sewers, other infrastructure and environmental setting; and to control or mitigate the development of projects which are likely to have a significant adverse effect on the environment as identified in the City's environmental review process, or on surrounding properties by reason of inadequate site planning or improvements.”

Additional authority is found in other City ordinances, such as certain Transportation Specific Plans. See, for example, the West Los Angeles Transportation Improvement and Mitigation Specific Plan (WLA TIMP).

The impacts, also referred to as deficiencies, discussed in this Section 3 are not intended to be interpreted as thresholds of significance, or significance criteria for purposes of CEQA review unless otherwise specifically identified in Section 2.

## **3.2. PEDESTRIAN, BICYCLE, AND TRANSIT ACCESS ASSESSMENT**

### **3.2.1. Introduction**

The pedestrian, bicycle, and transit facilities assessment is intended to determine a project's potential effect on pedestrian, bicycle, and transit facilities in the vicinity of the proposed project. The deficiencies could be physical (through removal, modification, or degradation of facilities) or demand-based (by adding pedestrian or bicycle demand to inadequate facilities).

### **3.2.2. Screening Criteria**

If the answer is yes to all of the following questions, further analysis will be required to assess whether the project would negatively affect existing pedestrian, bicycle, or transit facilities:

- Would the project generate a net increase of 250 or more daily vehicle trips?
- Does the land use project include the construction, or addition of:
  - 50 dwelling units or guest rooms or combination thereof, or
  - 50,000 square feet of non-residential space?
- Is the project on a lot that is ½ acre or more in total gross area, or is the project's frontage along an Avenue or Boulevard (as designated in the City's General Plan), 250 linear feet or more, or is the project's building frontage encompassing an entire block along an Avenue or Boulevard (as designated in the City's General Plan)?

For the purpose of screening for daily vehicle trips, a proposed project's daily vehicle trips should be estimated using the VMT Calculator tool or the most recent edition of the ITE *Trip Generation* Manual, as described in Section 2.2. A user's guide for the VMT Calculator can be found [here](#). If existing land uses are present on the project site or there were previously terminated land uses that meet the criteria for trip credits described in the trip generation methodology discussion in Section 3.3, the daily vehicle trips generated by the existing or qualified terminated land uses can be estimated using the VMT Calculator tool and subtracted from the Project's daily vehicle trips to determine the net increase in daily vehicle trips.

### **3.2.3. Evaluation Criteria**

Factors to consider when assessing a project's potential effect on pedestrian, bicycle and transit facilities, include, but are not limited to, the following:

Would a project directly or indirectly result in a permanent removal or modification that would lead to the degradation of pedestrian, bicycle, or transit facilities, such as:

- Removal or degradation of existing sidewalks, crosswalks, pedestrian refuge islands, and/or curb extensions/bulbouts
- Removal or degradation of existing bikeways and/or supporting facilities (e.g., bikeshare stations, on-street bike racks/parking, bike corrals, etc.)
- Removal or degradation of existing transit and/or local circulator facilities including stop, bench, shelter, concrete pad, bus lane, or other amenities
- Removal of other existing transportation system elements supporting sustainable mobility
- Increase street crossing distance for pedestrians; increase in number of travel/turning lanes; increase in turning radius or turning speeds
- Removal, degradation, or narrowing of an existing sidewalk, path, crossing, or pedestrian access way
- Removal or narrowing of existing sidewalk-street buffering elements (e.g., curb extension, parkway, planting strip, street trees, etc.)

Would a project intensify use of existing pedestrian, bicycle, or transit facilities, such as:

- Increase in pedestrian or vehicle volume, and thereby increase the need or attraction to cross a street at unmarked pedestrian crossings or unsignalized or uncontrolled intersections where a crossing is not available without significant rerouting. Refer to the Guidelines for Marked Crosswalks Across Uncontrolled Locations, in LADOT's *Manual of Policies and Procedures (MPP)* Section 344, or Guidelines for Traffic Signals in MPP Section 353 to determine approval and warrant criteria for an additional crossing.
- Result in new pedestrian demand between project site entries/exits and major destinations or transit stops expected to serve the development where there are missing pedestrian facilities (e.g., gaps in the sidewalk network) or substandard pedestrian facilities (e.g., narrow or uneven sidewalks, no crosswalks at intersections or mid-block, no marked crossing, or push button crossing rather than actuated, etc.).
- Increase transit demand at bus stops that lack marked crossings, with insufficient sidewalks, or are in isolated, unshaded, or unlit areas.

#### **3.2.4. Methodology**

The Existing Conditions/Setting section of the Transportation Assessment should provide a map or diagram of potential pedestrian destinations within 1,320 feet of the edge of a project site. These should include, at a minimum, existing or planned pedestrian, bicycle and transit facilities that could be affected by project-

related traffic or by users traveling between a project and destinations such as transit stops, schools, government offices with a public counter or meeting room, senior citizen centers, recreation centers or playgrounds, public libraries, medical centers or clinics, child care facilities, post offices, places of worship, and other facilities that attract pedestrian trips. An inventory of the facilities shown should include sidewalks and sidewalk widths, marked and unmarked crosswalks, crosswalk marking design (continental, traditional parallel, yellow school crossing, etc.), pedestrian push-buttons, pedestrian signals, curb access ramps, tactile warning strips, curb extensions, pedestrian amenities (bus benches, street trees) and other active transportation-supportive infrastructure. This inventory should include a general assessment of the quality of these facilities (adequate or substandard).

### ***Removal or Degradation of Facilities***

Review the proposed project in the context of the facilities inventory and the evaluation criteria to determine whether the project would result in the removal or degradation of facilities.

### ***Intensification of Use***

If the project is expected to add pedestrians to an existing unmarked crossing or an uncontrolled crosswalk, data on pedestrian and bicycle volumes<sup>25</sup>, traffic counts<sup>26</sup>, and transit boarding and alighting should be collected to determine the baseline level of activity at the location. The total future traffic and pedestrian growth, including related projects plus project-generated growth, should be estimated. The potential need for a marked crosswalk or signalized crossing should be evaluated using warrants set forth in MPP Section 344 (marked crosswalks across uncontrolled approaches), MPP Section 353 (traffic signal warrants for pedestrian volume, school crossing, and midblock crosswalk), or MPP Section 354 (activated pedestrian warning devices).

### ***High Injury Network***

For projects that would result in increased pedestrian demand of streets on the High Injury Network (HIN), LADOT Planning staff will coordinate internal review with the Vision Zero Programs Bureau to determine if safety-related countermeasures are needed to support safe access to/or from the development site for vulnerable road users.<sup>27</sup> Since the City's Vision Zero Initiative aims to address safety concerns for vulnerable road users, such as those that may travel by foot or bicycle, a project-related assessment should identify specific challenges to active transportation safety of people traveling from the site by walking, biking, or taking transit.

## **3.2.5. Recommended Actions**

Development projects should fully improve sidewalks along the project frontage to current standards.

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<sup>25</sup> The bicycle and pedestrian count forms included in **Attachment J** should be used.

<sup>26</sup> The traffic count forms included in **Attachment I** should be used.

<sup>27</sup> To determine whether a project is on the HIN, visit the interactive map on [www.navigatela.lacity.org](http://www.navigatela.lacity.org) and/or download the most recent street dataset available on the City's Vision Zero website ([www.visionzero.lacity.org](http://www.visionzero.lacity.org)).

Development projects may be required to install or make contributions to new or improved facilities in the public right-of-way based on the location of those facilities relative to the project and its contribution to the need for them. If deficiencies are identified in the pedestrian pathways between the proposed project and proximate destinations or transit stops, consult with LADOT to determine the feasibility of making off-site improvements to remedy those deficiencies. The analysis will need to verify to the extent that the street right-of-way and roadway widths of the streets under consideration are consistent with the street designations within the *Mobility Plan 2035*. If the analysis reveals inconsistencies, additional review is necessary to determine if exceptions are warranted to complete any identified street improvements. Such exceptions may need to be initiated through a waiver application with the Department of City Planning - the waiver process is outlined in LAMC 12.37.

If the site of the proposed project is located along the HIN, consult with LADOT to identify counter-measures that may enhance safety at the project site. Counter-measures that have proven to enhance safety of vulnerable road users and/or lower vehicle design speeds include, but are not limited to, curb extensions, leading pedestrian intervals, controlled mid-block crosswalks, pedestrian refuge islands, protected bicycle lanes, bike boxes, exclusive bicycle signal phases, protected left-turn phases, etc. Additionally, site access plans for proposed projects on roadways identified within the HIN should avoid or minimize the number of proposed driveways on that street.

Where a project proposes to alter existing public facilities on streets in its proximity, such alterations should be consistent with LADOT's *Manual of Policies and Procedures* (MPP). Exceptions to design guidance may be allowed but will be decided on a case-by-case basis.

### **3.3. PROJECT ACCESS, SAFETY AND CIRCULATION EVALUATION**

#### **3.3.1. Introduction**

Project access and circulation constraints relate to the provision of access to and from the project site, and may include safety, operational, or capacity constraints. Constraints can be related to vehicular/vehicular, vehicular/bicycle, or vehicular/pedestrian constraints as well as to operational delays. These conflicts may be created by the driveway configuration or through the placement of project driveway(s) in areas of inadequate visibility, adjacent to bicycle or pedestrian facilities, or too close to an intersection or crosswalk. Evaluation of access constraints require details relative to project land use, size, design, location of access points, etc. These constraints are typically evaluated for permanent conditions after project completion, but can also be evaluated for temporary conditions during project construction.

Potential hazards related to project access design features are evaluated in Section 2.4. Also, if determined to be necessary in consultation with LADOT and the guidelines below, operational performance may be quantified for primary site access points, unsignalized intersections integral to the project's site access, and signalized intersections in the vicinity of the project site. However, as required by Section 15064.3 of the California Code of Regulations, a project's effect on automobile delay shall not, in of itself constitute a significant environmental impact under CEQA. Finally, the analysis can also include evaluation of the adequacy of passenger loading facilities.

### 3.3.2. Screening Criteria

For land use projects, if the answer is yes to all of the following questions, further analysis will be required to assess whether the project would negatively affect project access and circulation:

- Does the land use project involve a discretionary action that would be under review by the Department of City Planning?
- Would the land use project generate a net increase of 250 or more daily vehicle trips?

For the purpose of screening for daily vehicle trips, a proposed project's daily vehicle trips should be estimated using the VMT Calculator tool or the most recent edition of the ITE *Trip Generation Manual*, as described in Section 2.2. A user's guide for the VMT Calculator can be found [here](#). If existing land uses are present on the project site or there were previously terminated land uses that meet the criteria for trip credits described in the trip generation methodology discussion below, the daily vehicle trips generated by the existing or qualified terminated land uses can be estimated using the VMT calculator and subtracted from the Project's daily vehicle trips to determine the net increase in daily vehicle trips.

For transportation projects, if the answer is yes to the following question, further analysis will be required to assess how the project would affect project access, safety and circulation:

- Does the transportation project reduce travel lane capacity on a road that would be expected to carry more than 750 vehicles per hour per lane for at least two (2) consecutive hours in a 24-hour period after the project is completed?

### 3.3.3. Evaluation Criteria

#### ***Operational Evaluation***

For land use and transportation projects, the Transportation Assessment should include a quantitative evaluation of the project's expected access and circulation operations. Project access is considered constrained if the project's traffic would contribute to unacceptable queuing on an Avenue or Boulevard (as designated in the *Mobility Plan 2035*) at project driveway(s) or would cause or substantially extend queuing at nearby signalized intersections. Unacceptable or extended queuing may be defined as follows:

- Spill over from turn pockets into through lanes.
- Block cross streets or alleys.
- Contribute to "gridlock" congestion. For the purposes of this section, "gridlock" is defined as the condition where traffic queues between closely-spaced intersections and impedes the flow of traffic through upstream intersections.

For land use and transportation projects, the Transportation Assessment should identify if project-related traffic queuing is expected to increase traffic diversion so as to burden neighborhood streets (See **Section 3.5**).

#### ***Safety Evaluation***

For transportation projects, the Transportation Assessment should identify if the project would result in changes the operations of the roadway that would be expected to improve or reduce safety for vulnerable road users.

### ***Passenger Loading Evaluation***

The demand for curbside space has substantially increased due to the continued expansion of driver-for-hire transportation network companies (TNCs) and shared mobility services. The Transportation Assessment should characterize the on-site loading demand of the project frontage and answer these questions: Would the project result in passenger loading demand that could not be accommodated within any proposed on-site passenger loading facility? Would accommodating the passenger loading demand create pedestrian or bicycle conflicts? Which curbside management options should be explored to better address passenger loading needs in the public right-of-way?

### **3.3.4. Methodology**

#### ***Operational Evaluation***

##### Level of Service/Queuing Methodology

Intersection level of service (LOS) methodologies from the latest edition of the Transportation Research Board *Highway Capacity Manual* (HCM) should be used to evaluate the operation of the project driveways and nearby intersections. For individual isolated intersection analysis, the use of software packages such as Synchro, Vistro, or HCS that implement the HCM methodologies is acceptable.

Where oversaturated conditions currently exist, the operational analysis should be conducted using Synchro/SimTraffic or VISSIM simulation models to more accurately reflect the effect of downstream congestion on intersection operations. VISSIM should be used in areas with transit lanes or with high levels of pedestrians conflicting with vehicle turning movements.

In determining the lane assignments for an intersection with an unmarked curb lane, the LOS calculations may assume the capacity of a functional right-turn only lane, provided that the lane width is a minimum of 18 feet wide, there are no bus stops at the approach, on-street parking would not impede vehicles turning right, the pedestrian volumes are low during the vehicular peak hour, and this de-facto right-turn operation has been verified in the field.

#### ***Study Area and Time Periods for Analysis***

Study locations should be determined in consultation with LADOT and should include:

- All primary project driveway(s).
- At a minimum, intersections at either end of the block(s) on which the project is located or up to 600 feet from primary project driveway(s), whichever is closer.
- Unsignalized intersections that are adjacent to the project or that are expected to be integral to the project's site access and circulation plan.
- All signalized intersections in proximity to the project to where 100 or more net new peak hour trips would be added by the project.

- When oversaturated conditions are to be simulated, additional intersections may be necessary to appropriately simulate the extent of the oversaturation.<sup>28</sup>

For most projects, analyze traffic for both the a.m. and p.m. weekday peak hours. For some projects, expanding the analysis to include midday or weekend periods may be appropriate if these are expected to be the prime periods of trip generation for the project.

### **Traffic Counts**

The LADOT traffic count database should be searched for any recent traffic counts at the Study intersections. The transportation assessment should not use any traffic counts that are more than two years old. If recent LADOT traffic counts are not available, then new traffic counts shall be collected by a qualified data collection firm. Turning movement data at the study intersections should be collected in 15-minute intervals during the hours of 7:00 a.m. to 10:00 a.m. and 3:00 p.m. to 6:00 p.m., unless LADOT specifies other hours (e.g., for a signal warrant determination or weekend analysis). Unless otherwise required, all traffic counts should generally be conducted when local schools or colleges are in session, on days of good weather, on Tuesdays through Thursdays during non-Summer months, and should avoid being taken on weeks with a holiday. Relative to the proposed Project description, the transportation assessment may be required to collect traffic data on and evaluate special circumstances, such as:

- Summer weekend activity in recreational areas
- Evening hours
- Holidays or special events
- Alternative Project scenarios if required by another City Department or adjacent jurisdiction

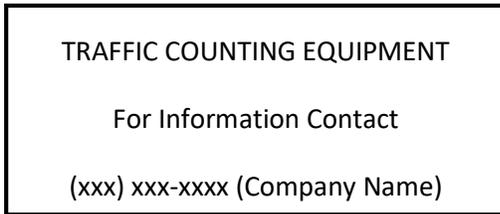
Traffic counts shall include vehicle classifications, pedestrian volume counts, and bicycle counts. Where simulation analysis is to be conducted, counts should be conducted using video monitoring and summarized to capture existing operational issues and constraints in addition to the count.

If vehicle count data is collected utilizing video technology equipment that is left unattended in the public right-of-way, the video equipment should be clearly labeled as vehicle counting equipment and should include the name and contact information of the company conducting the count, as shown in **Figure 3.3-1**.

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<sup>28</sup> According to the Federal Highway Administration, Volume III – Guidelines for Applying Traffic Microsimulation Modeling Software (August 2003), “The analyst should try to design the model to geographically and temporally encompass all significant congestion to ensure that the model is evaluating demands rather than capacity; however, the extent of the congestion in many urban areas and resource limitations may preclude 100 percent achievement of this goal. If this goal cannot be achieved 100 percent, then the analyst should attempt to encompass as much of the congestion as is feasible within the resource constraints and be prepared to post-process the model’s results to compensate for the portion of congestion not included in the model.”

**Figure 3.3-1: Sample Label for Traffic Counting Equipment**



All traffic data collected should be summarized and presented in the standard 15-minute interval format depicting turning movement volumes for all required modes as shown in **Attachments I and J**, and submitted in digital formats.

The transportation assessment should include map(s) showing the “existing” (specify base year) traffic volumes for both the a.m. and p.m. peak hours at the study intersections and the average daily traffic (ADT) on any analyzed street segments. Additionally, the transportation assessment should include map(s) showing future traffic volumes with ambient growth without project at the study intersections and street segments. This map should specify the future year used in the analysis and should be based on the expected date of project buildout. The future year identified in this step shall remain consistent for all other analyses and maps used to illustrate future traffic projections.

When simulation analyses is to be conducted, obtain traffic speed and/or travel time data during peak periods to aid in calibration of the simulation model.

#### **3.3.4.1 Land Use Development Projects**

##### ***Project Trip Generation***

A land use project’s daily vehicle trips and trip generation may be estimated using the VMT Calculator tool or information from the most recent edition of the ITE *Trip Generation Manual*. However, if the project is in a Transportation Specific Plan (TSP) area, then the procedures and trip rates identified in the TSP should be applied. If other rates are proposed, then these rates must first be submitted with the appropriate background survey data for approval by LADOT. A table presenting the estimated number of daily trips and a.m. and p.m. peak-hour trips generated by the proposed project entering and exiting the site must be included.

The following adjustments may apply to some projects (any trip generation rate adjustments must be approved by LADOT during the scoping process):

- ITE 10th Edition – The 10th Edition of the ITE Trip Generation manual released in September 2017 introduces trip generation rates for selected land uses categorized by area type: Rural, General Urban/Suburban, Dense Multi-Use Urban, and City Core. The manual provides descriptions of the area types and guidance on how these rates should be applied. As part of the MOU process, LADOT should be consulted to confirm the appropriate ITE area type for the project location. If Dense Multi-Use Urban or City Core rates are to be used, care should be taken to ensure that the sample size within the ITE database is appropriate, in accordance with guidance in the ITE Trip Generation Handbook.

In addition, locally-available trip generation rates developed from counts conducted at market-rate residential properties in the City of Los Angeles are higher than the ITE 10th Edition rates for mid-rise and high-rise multifamily uses in dense multi-use urban areas. The empirical rates presented in Table 3.3-1 should be used for these uses.

**Table 3.3-1: Local Trip Generation Rates for Multifamily Mid-Rise and High-Rise Residential Land Uses in Dense Multi-Use Urban Areas**

Land Use	AM Peak Hour (trips per DU)	PM Peak Hour (trips per DU)
Multifamily Mid-Rise	0.31	0.30
Multifamily High-Rise	0.23	0.30

- Unique Developments – Unique types of development may require trip generation studies of similar facilities in order to establish a trip rate for use in the analysis. These developments may include land uses for which trip generation rates are not available in the ITE *Trip Generation* manual, or land uses for which the rates in the ITE *Trip Generation* manual are based on a small sample of surveyed sites. The procedures and the results of the trip generation studies must be approved by LADOT.
- Existing or Qualified Terminated Use – When estimating the Project’s net new trips either when evaluating a land use project’s deficiencies toward access and circulation, or for screening a project from VMT analysis, any claim for trip credits for an existing or terminated land use generally requires that the use of land must have been active for at least 6 consecutive months during the past 2 years from the time of the base year vehicle trip counts. To fully ensure that trip credit claims are validated by LADOT, appropriate supporting documentation must be submitted, such as copies of any building permit, certificate of occupancy, business license, lease agreement, affidavits, utility bills, or photographs, as well as documentation as to when the previous land use was terminated, if applicable. Documentation of any previous environmental review should be included in this submittal. The absence of documentation of previous environmental review may result in denial of the claim for trip credits. Note that some TSP ordinances allow different time frames for the determination of existing use trip credits and of any applicable trip fees.
- Mixed-Use Internalization – Internal trip credits are a reduction to the trip generation estimates for individual land uses within a mixed-use development to account for trips internal to the site. Methods for determining internalization are provided in the Institute of Transportation Engineers *Trip Generation Handbook*, Transportation Research Board (TRB) National Cooperative Highway Research Program (NCHRP) Report 684: *Enhancing Internal Trip Capture Estimation for Mixed-Use Developments*, and the United States Environmental Protection Agency’s Mixed-Use Trip Generation Tool (MXD).

- Pass-by Trips<sup>29</sup> – Any claim for “pass-by” trip generation adjustments must use the trip rates summarized in **Attachment H** titled “Pass-By Trip Rates,” which are based on rates published by ITE. However, these rates may be superseded by additional guidelines provided in specific plans or interim control ordinances. For the purpose of analyzing project driveways, project driveway trips should not be reduced for pass-by.
- Transit-friendly Projects – LADOT encourages project applicants to design and construct transit-friendly Projects that create safe and walkable site design and facilities that connect Project patrons to and from transit stations and stops. Consistent with City policy goals to promote the use of transit and walking, LADOT, at its discretion, may allow up to a 25% transit/walk trip generation reduction, subject to the following guidelines, on a case by case basis:
  - Developments above or adjacent to a Metro Rail, Metrolink, or Orange Line station, or to a similar dedicated transit line station with convenient pedestrian access to the station may qualify for a maximum 25% trip generation adjustment. The actual adjustment provided should be determined by an analysis of the transit service frequency and density at the specified transit station.
  - Developments within a 1/4-mile walking distance of a transit station, or of a RapidBus stop, may qualify for up to a 15% trip generation adjustment. The actual adjustment provided will be determined by an analysis of the transit service frequency and density at the specified transit station or RapidBus stop.
  - If the development project is not within ¼-mile walking distance of a transit station or a RapidBus stop but is within a ¼-mile walking distance of other public bus stops, the project may still qualify for up to 10% trip generation adjustment. The actual adjustment provided will be determined by an analysis of the transit service frequency and density at the nearby bus stop(s).

Transit trip adjustment will not be automatically granted to development projects located in an area with infrequent transit service. However, all reasonable efforts by the developer to promote the use of public transit or walking will be considered for transit adjustments on a case-by-case basis. Refer to **Section 2.2** of these Guidelines for transit-related mitigation measures.

Since the Dense Multi-Use Urban and City Core trip generation rates discussed previously were derived from data collected in dense urban areas with convenient and frequent transit service and the ability to walk to complementary land uses, etc., these effects are inherent in the rates. If Dense Multi-Use Urban or City Core rates are being used for land uses in a project, care should therefore be taken to avoid overestimating these effects by taking additional transit or walk credits.

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<sup>29</sup> Pass-by trips are defined as patrons already traveling from an origin to a primary trip destination who make an intermediate stop at the project site without a route diversion.

- TDM Trip Reduction – Features and amenities that may qualify a project for this adjustment include the TDM measures to achieve the minimum point value in the TDM Program Description and TDM measures in the VMT Calculator (see **Attachment G**).
- Affordable Housing Projects – Residential or mixed-use developments that include Affordable Housing Units [as defined in LAMC 12.22-A.25(b)] are eligible to use the trip generation rates presented in **Table 3.3-2**, which are based on the total number and type of dwelling units reserved as affordable. These trip generation rates are based on vehicle trip count data collected at affordable housing sites in the City of Los Angeles in 2016.

**Table 3.3-2: Trip Generation Rates for Affordable Housing Projects**

Affordable Housing Type		Daily Rate (Trips per DU)	AM Peak Hour Rate (Trips per DU)	% AM Trips In	% AM Trips Out	PM Peak Hour Rate (Trips per DU)	% PM Trips In	% PM Trips Out
Average	Family	4.16	0.52	38%	62%	0.38	55%	45%
	Seniors	1.72	0.12	38%	62%	0.15	52%	48%
	Special Needs	1.49	0.17	43%	57%	0.11	54%	46%
	Permanent Supportive	1.23	0.08	67%	33%	0.13	53%	47%
Inside TPA Area	Family	4.16	0.49	37%	63%	0.35	56%	44%
	Seniors	1.31	0.13	38%	62%	0.13	47%	53%
	Special Needs	1.00	0.10	30%	70%	0.05	67%	33%
	Permanent Supportive	0.87	0.08	62%	38%	0.09	59%	41%
Outside TPA Area	Family	4.15	0.55	40%	60%	0.43	55%	45%
	Seniors	1.97	0.11	38%	62%	0.17	55%	45%
	Special Needs	1.98	0.24	54%	46%	0.16	44%	56%
	Permanent Supportive	1.50	0.09	71%	29%	0.16	49%	51%

Family affordable housing offers affordable dwelling units designed for lower income households with children, or lower income households with single or multiple adults without children. Senior affordable housing provides affordable dwelling units designed for mature residents. The category of special needs housing includes facilities serving a variety of populations, including foster youth, disabled, mentally ill, and HIV/AIDs. Permanent supportive housing provides long-term housing with supportive services designed to enable homeless persons and individuals/families at risk of homelessness to ensure that they remain housed and live as independently as possible.

### ***Project Trip Distribution***

Distribution patterns for project trips should be determined considering a number of factors including, but not limited to, the following: the characteristics of the street system serving the project site; the level of accessibility of routes to and from the proposed project site; locations of employment and commercial centers to which residents of a residential project would be drawn; and residential areas from which the commercial patrons, employees, or school students would be drawn. The distribution analysis can be supported by data from the City of Los Angeles travel demand simulation model, empirical data, or economic studies for the project.

The transportation assessment must include map(s) showing Project trip distribution percentages (inbound and outbound) at the study intersections, freeway locations and project driveway(s). This map must be pre-approved by LADOT and included in the transportation assessment scoping MOU.

### ***Traffic Forecasts***

The transportation assessment must estimate ambient traffic conditions for the study horizon year selected during the scoping phase and recorded in the executed MOU. The study must clearly identify the horizon year and annual ambient growth rate used for the study. The horizon year should align with the development project's expected completion year. For development projects constructed in phases over several years, the transportation assessment should analyze intermediary milestones before the buildout and completion of the project. The annual ambient growth rate shall be determined by LADOT staff during the scoping process and can be based on an adopted TSP, the most recent SCAG regional transportation model, the citywide transportation model, or other empirical information approved by LADOT.

The transportation assessment must consider related projects. For related development projects, this should include the associated trip generation for known development projects within one-quarter mile (1,320 foot) radius of the farthest outlying study intersections. Consultation with the Department of City Planning and LADOT may be required to compile the related projects list. The City's ZIMAS database can be used to assist in identifying development projects that have submitted applications to the City of Los Angeles. Project access and circulation constraints would be determined by adding project-generated trips to future base traffic volumes including ambient growth and related projects and conducting the operational analysis.

Also, any programmed and funded transportation system improvements that are expected to be implemented on or before the project buildout year should be identified in the study, in consultation with LADOT. Should these programmed improvements include a modification to the existing lane configuration

at any of the study intersections, then the study should identify these changes and include the revised lane configuration in the LOS calculations for all future scenarios.

### ***Simulation Modeling***

When simulation analysis is to be conducted, the simulation model should be developed, calibrated, and validated and the analysis should be conducted in accordance with the Federal Highway Administration traffic microsimulation modeling guidelines.<sup>30</sup>

### ***Passenger Loading Evaluation***

If the estimated peak hour passenger loading demand can be accommodated within the proposed supply of off-street loading spaces, then no additional constraints are expected.

If passenger loading cannot be accommodated, consider the context where the queuing would occur (such as street classification, availability of on-street queuing space, level of traffic and other activity) to determine whether this situation would potentially create conflicts with traffic, transit, bicycles, or pedestrians. Consider the extent to which passenger loading can be better accommodated through improved management of curb space.

### ***3.3.4.2 Transportation Projects***

#### ***Delay Analysis***

For transportation projects that exceed the travel volume screening criteria for Boulevards and Avenues in Section 3.3.2, further analysis is required to estimate the travel delay at each signalized intersection where the *capacity* will be altered by the project. An existing-base model simulation should be developed that includes the existing AM and PM peak-hour “without project” traffic conditions for signalized intersections along the Boulevard or Avenue, referencing the most recent signal timing charts. LADOT ATSAC Operations Division will provide updated signal timing charts to inform the signal phasing settings in the simulation model. A “with project” model simulation should be developed that includes the revised lane reconfigurations as proposed under the project, and any changes in signal timing phasing that are included as part of the project, including *but not limited to* new signal phasing for protected bicycle crossings. The analysis should run the “with project” model simulation analyzing intersection operations using the procedures described above under Level of Service/Queuing Methodology. The analysis should indicate the peak delay per (*in*) each direction at the study intersection to accurately reflect the critical movements affected by the project.

Future peak hour “without project” traffic conditions for signalized intersections along the Boulevard or Avenue should be developed adding an ambient growth rate to the study horizon year, adding traffic generated by related projects, and analyzing intersection operations using the procedures described above under Level of Service/Queuing Methodology. Determine the configurations with the reduced vehicle capacity caused by the project at key intersections along the Boulevard or Avenue and calculate future intersection peak hour LOS with the reduced capacity using the intersection analysis.

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<sup>30</sup> Federal Highway Administration, Volume III – Guidelines for Applying Traffic Microsimulation Modeling Software, August 2003.

## ***Safety Evaluation***

For transportation projects that exceed the travel volume screening criteria for Boulevards and Avenues in Section 3.3.2, further analysis is required to estimate how the project would be expected to improve or reduce safety for vulnerable road users. The analysis should collect available collision data over at least the most recently available five-year period, and organize the collisions by number of severe injuries and fatalities, by mode, and by segment or intersections. The analysis should then reference the latest guidance published by the Federal Highway Administration to assign the appropriate crash modification factors (CMF)<sup>31</sup> for the countermeasures that are included in the project description. Appropriate CMFs should be assigned that reflect the project context, features and conditions to reflect the expected safety outcomes as been demonstrated in peer review research and/or similar project performance evaluations.

### **3.3.5. Recommended Actions**

Potential corrective actions for project access and circulation constraints can include:

- Installation of a traffic signal or stop signs or electronic warning devices at site access points.
- Redesign and/or relocation of project access points.
- Redesign of the internal access and circulation system.
- Installation of stop-signs and pavement markings internal to the site.
- Restrict or prohibit turns at site access points.
- Repurpose existing curb space to better accommodate passenger loading.
- New traffic signal installation, left-turn signal phasing, or other vehicle flow enhancements (e.g., ATSA system upgrades) at nearby intersections.
- Intersection reconfiguration that reduces gridlock and unsafe conflict points.
- Provide continuous paved sidewalks, walkways or shared use paths to off-site pedestrians and bicyclists to adjacent or nearby transit facilities.
- Fair share contribution to LADOT project that accomplishes one or more of the above.

## **3.4. PROJECT CONSTRUCTION**

### **3.4.1. Introduction**

This category addresses activities associated with project construction and major in-street construction of infrastructure projects.

### **3.4.2. Screening Criteria**

If the answer is yes to any of the following questions, further analysis will be required to assess if the project could negatively affect existing pedestrian, bicycle, transit, or vehicle circulation:

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<sup>31</sup>The University of North Carolina Highway Safety Research Center, Crash Modification Factors website: <http://www.cmfclearinghouse.org/>

- Would a project that requires construction activities to take place within the right-of-way of a Boulevard or Avenue (as designated in the *Mobility Plan 2035*) which would necessitate temporary lane, alley, or street closures for more than one day (including day and evening hours, and overnight closures if on a residential street?)
- Would a project require construction activities to take place within the right-of-way of a Collector or Local Street (as designated in the *Mobility Plan 2035*) which would necessitate temporary lane, alley, or street closures for more than seven days (including day and evening hours, and including overnight closures if on a residential street)?
- Would in-street construction activities result in the loss of regular vehicle, bicycle, or pedestrian access, including loss of existing bicycle parking to an existing land use for more than one day, including day and evening hours and overnight closures if access is lost to residential units?
- Would in-street construction activities result in the loss of regular ADA pedestrian access to an existing transit station, stop, or facility (e.g., layover zone) during revenue hours?
- Would in-street construction activities result in the temporary loss for more than one day of an existing bus stop or rerouting of a bus route that serves the project site?

### **3.4.3. Evaluation Criteria**

Would construction of a project substantially interfere with pedestrian, bicycle, transit, or vehicle circulation and accessibility to adjoining areas? Factors to be considered are the location of the project site, the functional classification of the adjacent street, the availability of alternate routes or additional capacity, temporary loss of bicycle parking, temporary loss of bus stops or rerouting of transit lines, the duration of temporary loss of access, the affected land uses, and the magnitude of the temporary construction activities.

- Temporary transportation constraints:
  - The length of time of temporary street closures or closures of two or more travel lanes;
  - The classification of the street (major arterial, state highway) affected;
  - The existing congestion levels on the affected street segments and intersections;
  - Whether the affected street directly leads to a freeway on- or off-ramp or other state highway;
  - Potential safety issues involved with street or lane closures;
  - The presence of emergency services (fire, hospital, etc.) located nearby that regularly use the affected street.
- Temporary loss of access:
  - The length of time of any loss of pedestrian or bicycle circulation past a construction area;
  - The length of time of any loss of vehicular, bicycle, or pedestrian access to a parcel fronting the construction area;
  - The length of time of any loss of ADA pedestrian access to a transit station, stop, or facility;
  - The availability of nearby vehicular or pedestrian access within ¼ mile of the lost access;
  - The type of land uses affected, and related safety, convenience, and/or economic issues.

- Temporary Loss of Bus Stops or Rerouting of Bus Lines<sup>32</sup>:
  - The length of time that an existing bus stop would be unavailable or that existing service would be interrupted;
  - The availability of a nearby location (within ¼ mile) to which the bus stop or route can be temporarily relocated;
  - The existence of other bus stops or routes with similar routes/destinations within a ¼-mile radius of the affected stops or routes;
  - Whether the interruption would occur on a weekday, weekend or holiday, and whether the existing bus route typically provides service that/those day(s).

#### **3.4.4. Methodology**

Describe the physical setting, including the classification of adjacent streets, on-street parking conditions, including bicycle parking, in the immediate vicinity of the construction project, a description of the land uses potentially affected by construction, and an inventory of existing transit lines, bus stops, transit stations, and transit facilities within a ¼ mile radius of the construction site.

Review proposed construction procedures/plans to determine whether construction activity within the street right-of-way would require any of the following:

- Street, sidewalk, or lane closures.
- Block existing vehicle, bicycle, or pedestrian access along a street or to parcels fronting the street.
- Modification of access to transit stations, stops, or facilities during revenue hours.
- Closure or movement of an existing bus stop or rerouting of an existing bus line.
- Creation of transportation hazards.

Compare the results to the evaluation criteria to determine the level of impact.

#### **3.4.5. Response**

Potential corrective conditions for project construction constraints can include:

- Traffic management plan. Consult with LADOT if temporary closure of a travel lane may be necessary to stage equipment in the public right-of-way.
- Detour plan
- Modification of construction procedures
- Limit major road obstructions to off-peak hours
- Coordinate with emergency service and public transit providers.

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<sup>32</sup> Refer to the *Metro Adjacent Development Handbook: A Guide for Cities and Developers*. May 2018. [http://media.metro.net/projects\\_studies/joint\\_development/images/mad\\_handbook\\_2018-0509.pdf](http://media.metro.net/projects_studies/joint_development/images/mad_handbook_2018-0509.pdf)

- Provide alternative vehicular, bicycle, and/or pedestrian access to affected parcels. Consult with LADOT if temporary closure of a travel lane may be necessary to maintain adequate pedestrian and bicycle access as part of the traffic management plan.
- Consult LADOT’s Parking Meters Division regarding revenue recovery costs for the removal of parking meter spaces, if applicable.
- Coordinate access with adjacent property owners and tenants.
- Coordinate with Metro regarding maintenance of ADA access to Metro stations, stops, and transit facilities (e.g., layover zones) during revenue hours.
- Coordinate with transit providers regarding need to temporarily close or relocate bus stops or reroute service.

### **3.5. RESIDENTIAL STREET CUT-THROUGH ANALYSIS**

#### **3.5.1. Introduction**

Development and transportation projects may be required to conduct a Local Residential Street Cut-Through Analysis. The objective of this analysis is to determine potential increases in average daily traffic (ADT) volumes on designated Local Streets near a project that can be classified as cut-through trips generated by the Project, and that can adversely affect the character and function of those streets. Cut-through trips are defined as those which feature travel along a street classified as a Local Street in the City’s General Plan, with residential land-use frontage, as an alternative to a higher classification street segment (e.g., Collector, Avenue, or Boulevard as designated in the City’s General Plan) to access a destination that is not within the neighborhood within which the Local Street is located.

Cut-through traffic can be exacerbated by development projects that add vehicle trips to congested arterial street segments, or by transportation projects that reduce vehicular capacity on arterial street segments. To mitigate potential adverse impacts of cut-through traffic (e.g., congestion, access issues, and speeding on Local Streets), traffic calming and diverting features should be considered and, if deemed necessary by LADOT, implemented to offset any anticipated cut-through traffic.

Where applicable, it is City policy to locate new project driveways on lower-volume side streets and not on arterials. Therefore, trips to and from new development projects with driveways located on neighborhood streets are not considered “cut-through” traffic.

#### **3.5.2. Screening Criteria**

##### **3.5.2.1 Land Use Development Projects**

If the answer is yes to all of the following questions, further analysis may be required to assess whether the project would negatively affect residential streets:

- Would the project generate a net increase of 250 or more daily vehicle trips?
- Does the land use project include a discretionary action that would be under review by the Department of City Planning?

In addition, for development projects, when selecting residential street segments for analyses during the transportation assessment scoping process, all of the following conditions must be present:

- The project is located along a currently congested Boulevard or Avenue and adds trips that may lead to trip diversion to parallel routes along residential Local Streets. The congestion level of the Boulevard or Avenue can be determined based on the estimated peak hour LOS under project conditions of the study intersection(s) (as determined in **Section 3.3**). LOS E and F are considered to represent congested conditions;
- The project is projected to add a substantial amount of automobile traffic to the congested Boulevard(s), Avenue(s), or Collector(s) that could potentially cause a shift to alternative route(s); and
- Nearby local residential street(s) (defined as Local streets as designated in the City's General Plan passing through a residential neighborhood) provide motorists with a viable alternative route. A viable alternative route is defined as one which is parallel and reasonably adjacent to the primary route as to make it attractive as an alternative to the primary route. LADOT has discretion to define which routes are viable alternative routes, based on, but not limited to, features such as geography and presence of existing traffic control devices, etc.

For the purpose of screening for daily vehicle trips, a proposed project's daily vehicle trips should be estimated using the VMT Calculator tool or the most recent edition of the ITE Trip Generation Manual, as described in Section 2.2. A user's guide for the VMT Calculator can be found here. If existing land uses are present on the project site or there were previously terminated land uses that meet the criteria for trip credits described in the trip generation methodology discussion in **Section 3.3**, the daily vehicle trips generated by the existing or qualified terminated land uses can be estimated using the VMT Calculator tool and subtracted from the Project's daily vehicle trips to determine the net increase in daily vehicle trips.

### **3.5.2.2 Transportation Projects**

For transportation projects, if the answer is yes to the following question, further analysis may be required to assess whether the project would negatively affect project access and circulation:

- Does the transportation project reduce travel lane capacity on a road that would be expected to carry more than 750 vehicles per hour per lane for at least two (2) consecutive hours in a 24-hour period after the project is completed?

In addition, for transportation projects, when selecting residential street segments for analyses during the transportation assessment study scoping process, all of the following conditions must be present:

- The transportation project will reduce automobile capacity on a Boulevard, Avenue, or Collector (as designated in the City's General Plan) such that motorists traveling on the Boulevard, Avenue, or Collector may opt to divert to a parallel route through a Local Street,
- The project is projected to cause a shift of a substantial amount of traffic to alternative route(s), and
- Nearby local residential street(s) (defined as Local streets as designated in the City's General Plan passing through a residential neighborhood) provide motorists with a viable alternative route. A

viable alternative route is defined as one which is parallel and reasonably adjacent to the primary route as to make it attractive as an alternative to the primary route. LADOT has discretion to define which routes are viable alternative routes, based on, but not limited to, features such as geography and presence of existing traffic control devices, etc.

### 3.5.3. Evaluation Criteria

A local residential street shall be deemed excessively burdened based on an increase in the projected average daily traffic (ADT) volumes as shown in **Table 3.5-1**.

**Table 3.5-1: Substantial Residential Local Street Diversion Criteria**

Projected ADT with Project (Final ADT)	Project-Related Increase in ADT
1 to 999	120 or more
1,000 to 1,999	12 percent or more of final ADT
2,000 to 2,999	10 percent or more of final ADT
3,000 or more	8 percent or more of final ADT

### 3.5.4. Methodology

#### ***Development Projects***

Future peak hour “without project” traffic conditions for the study intersections in the vicinity of the project identified in **Section 3.3** should be developed using the intersection analysis methodologies, including an ambient growth rate to the study horizon year and adding traffic generated by related projects. Future “without project” daily traffic volumes for the local residential streets included in the analysis should be developed by collecting daily traffic counts for the subject streets, adding an ambient growth rate to the study horizon year, and adding traffic generated by related projects, also using methodologies described in **Section 3.3**.

The methodologies described in **Section 3.3** should be applied to estimate the daily and peak hour trip generation of the project and distribute the project trips to the street system to forecast the amount of project traffic that may be added to nearby congested Boulevard(s) and/or Avenue(s). If the nearby study intersections are projected to operate at LOS E or F, estimate the amount of peak hour project traffic that may instead shift away from the congested facilities to local residential streets. Also estimate the amount of daily project traffic that may shift to local residential streets, considering that the street system is less congested during non-peak hours than during peak hours. Compare to the evaluation criteria in **Section 3.5.3** to determine if the project would be expected to result in substantial diversion.

#### ***Transportation Projects***

Future peak hour “without project” traffic conditions for key intersections along the Boulevard or Avenue should be developed by collecting peak period turning movement counts, adding an ambient growth rate to the study horizon year, adding traffic generated by related projects, and analyzing intersection

operations using the methodologies described in **Section 3.3**. Future “without project” daily traffic volumes for the local residential streets included in the analysis should be developed by collecting daily traffic counts for the local residential streets included in the analysis, including an ambient growth rate to the study horizon year, and adding traffic generated by related projects, using methodologies described in **Section 3.3**.

Determine the configurations with the reduced vehicle capacity caused by the project at key intersections along the Boulevard or Avenue and calculate future intersection peak hour LOS with the reduced capacity using the intersection analysis methodologies described in **Section 3.3**. If the affected intersections are projected to operate at LOS E or F, estimate the amount of peak hour traffic that may shift away from the congested facilities to local residential streets. Also estimate the amount of daily project traffic that may shift to local residential streets, considering that the street system is less congested during non-peak hours than during peak hours. Compare to the evaluation criteria in **Section 3.5.3** to determine if the project would be expected to result in substantial diversion.

### **3.5.5. Recommended Action**

Potential corrective measures for neighborhood street diversion can include:

- Contribution to Traffic Calming Program – If the analysis indicates that the Project may result in residential street diversion that can be addressed by traffic calming measures, the Project Applicant may be required to contribute to pre-existing application-based neighborhood traffic calming program(s) managed by LADOT (e.g., the existing Speed Humps program or other future programs including added traffic calming, wayfinding and diversion countermeasures to support areawide low-stress travel network connectivity by active transportation modes).
- Neighborhood Traffic Management Plan – If the analysis indicates that the Project may result in residential street diversion that could not be addressed by traffic calming measures, the Project Applicant may be required to develop a plan to reduce the amount of cut-through traffic traveling through nearby residential areas as part of the corrective conditions for the project. If Neighborhood Traffic Management (NTM) measures are required to offset potential residential street diversion, then the Project Applicant shall conduct public outreach and develop a NTM Plan. The Project Applicant must consult with LADOT, the affected City Council District office, and neighborhood stakeholders to collaboratively prepare the NTM Plan. Coordination with the appropriate City Council District office may be necessary to designate the stakeholders that should facilitate the public outreach.

The Project Applicant should first identify key milestones, summarize the proposed process in developing a NTM plan for the local residential street segments of concern, define a public outreach and consensus-building process, propose selection and approval criteria for any evaluated traffic calming measures, and include a cost estimate and funding guarantee. The Project Applicant shall lead public outreach, but must also consult regularly with LADOT and the affected City Council District office. The Project Applicant shall also be responsible for conducting the engineering evaluation of the potential measures to determine the feasibility in regards to drainage, constructability, street design, etc. The applicant shall also be responsible for implementing any NTM measures identified in the plan, subject to LADOT approval. The development of the NTM plan shall include the analysis of any relevant traffic data, roadway characteristics, and conditions of the local residential street segments of concern.

The NTM Plan should prioritize implementing effective traffic calming, which may include, but is not limited to: traffic circles, speed humps, roadway narrowing effects (raised medians, traffic chokers, etc.), landscaping features, roadway striping changes, and traffic control devices, subject to LADOT's approved guidelines and warrants. Restrictive measures such as turn restrictions, physical barriers, diverters, signal metering, etc., may be necessary to achieve the goals of the NTM Plan. However, such measures should be carefully evaluated to ensure that they do not lead to the diversion of a significant amount of traffic from one Local residential street to another. The NTM Plan should also consider and evaluate neighborhood improvements that can offset the effects of added traffic, including street trees, sidewalk repairs, landscaping, green street/stormwater features, neighborhood identification features, and pedestrian amenities. Such traffic calming measures can support trip reduction efforts by encouraging walking, bicycling, and the use of public transit.

If the analysis indicates that the Project may result in residential street diversion, then the applicant will be required to submit a NTM Implementation Plan with a funding guarantee for LADOT approval prior to the issuance of any certificates of occupancy. The NTM Plan shall be prepared in conformance with the guidelines established by LADOT and should contain, at a minimum, the following elements:

- Description of existing facilities and neighborhood traffic conditions,
- Description of proposed neighborhood traffic controls, including sketches of specific street modifications,
- Analysis of any change in existing or future traffic patterns as a result of implementation of the plan, and
- Implementation and monitoring program.

## **SECTION 4: STUDY PREPARATION**

Each transportation assessment should follow a consistent format and organization and include all of the figures, maps, and information presented in this section. The appropriate level of detail required for each Project's transportation assessment with respect to specific issues should be determined during the scoping process and identified in the MOU. When this version of the TAG is referenced in a transportation assessment, LADOT suggests using "2018 LADOT Transportation Assessment Guidelines" to properly identify this reference.

### **4.1 PROJECT DESCRIPTION**

All transportation assessments shall include a detailed project description at the beginning of the document. The project description should include the following information:

- Project case number, as assigned by the Department of City Planning (if applicable).
- Location of the Project site, address, Assessor's Block and Lot number(s), cross streets, and City Council District.
- Existing and proposed total square footage for each type of land use and the number of units for residential, hotel/motel, and live/work projects, including the net changes for each type of use.
- Existing and proposed type and number of parking spaces.
- Transportation demand management measures proposed as part of the project.

This section shall also include the following maps and figures:

- Project site plan showing driveway locations, loading/unloading area, and any proposed highway dedication.
- Site map showing study intersections and distance of the Project driveway(s) from the adjacent intersections. Include location and identification of all major buildings, driveways, parking areas, and loading docks of the Project.

### **4.2 PROJECT CONTEXT**

The information on the locale and surroundings of the Project shall be discussed following the Project description as a different section of the transportation assessment. This section will provide a brief but comprehensive description of the existing transportation infrastructure and conditions in the vicinity of the Project. Normally, the Project vicinity is defined as a ¼-mile radius around the Project site; however, a larger area may be required during the scoping process. The specific boundaries of the transportation assessment area, for both the locale and Project impact analysis, should be confirmed during the initial discussion and scoping process with LADOT. The boundaries of the transportation assessment area are subject to LADOT revision after initial impact analysis.

The Project context section should include the following information, with the level of detail to be directed by LADOT during the scoping process:

- Street designations, classifications, and modal priorities as identified in the *Mobility Plan 2035*, the Transportation Element of the Los Angeles General Plan. This street information can be found on the following maps in the Transportation Element of the General Plan: Citywide General Plan Circulation System; Transit Enhanced Network; Neighborhood Enhanced Network; Bicycle

Enhanced Network; Bicycle Lane Network; Vehicle Enhanced Network; Pedestrian Analysis; and Goods Movement.

- Description of the transportation assessment area streets, including the number and width of lanes, direction of flow, and the presence of peak period tow-away lanes affecting roadway travel capacity, the presence of bicycle lanes, and any other significant street information.
- Description of pedestrian, bicycle, and transit facilities within 1,320 feet of the edge of the project site (per **Section 3.2**).
- Location of, distance from, and routings to and from on-ramps and off-ramps of regional highways and freeways.
- Description of public transit routes operating on the streets within the transportation assessment area, including hours of service, peak period headways, type of vehicle (bus, light rail vehicle, etc.), and service provider.

This section of a transportation assessment will also include the following maps and figures:

- Area map showing location of proposed Project and related projects.
- Street maps of the study area indicating street names, classifications, modal priorities.
- Map or diagram of potential pedestrian destinations within 1,320 feet of the edge of a project site (per **Section 3.2**).
- Table indicating location, size, name, description, and trip generation of each related project.

#### **4.3 ANALYSIS, DISCUSSION, AND RESULTS**

Following the descriptions of the Project and its surroundings, the transportation assessment shall contain sections that detail the analyses conducted, summarize the results, and identify any impacts and mitigation measures for each of the CEQA issue areas identified in **Section 2** and any deficiencies and corrective conditions for the additional areas of analysis identified in **Section 3**. During the scoping process, LADOT staff will determine which of the transportation analyses listed in **Sections 2** and **3** of these Transportation Assessment Guidelines or other methods of assessment are required.

The transportation assessment should include calculations, data, and descriptions of any transportation analyses conducted to determine Project impacts on the transportation system. The transportation assessment should describe the results of all Project scenarios and describe all Project impacts that have been identified.

If the LA VMT Calculator is used to conduct the project VMT analysis pursuant to **Section 2.2**, the report print-outs generated by the Calculator should be included in an appendix to the transportation assessment. Detailed LOS worksheets for any intersection or driveway HCM LOS analyses conducted in the transportation assessment should also be included in an appendix to the transportation assessment, with the results summarized in the transportation assessment. Maps or tables should be provided that illustrate lane configurations and volumes for each study intersection.

#### **4.4 TRANSPORTATION MITIGATION MEASURES AND CORRECTIVE CONDITIONS**

When a Project is expected to result in significant traffic impacts, as defined in **Sections 2**, or transportation deficiencies, as defined in **Sections 3**, the Project's consultant should meet with LADOT to discuss potential transportation mitigation options and corrective conditions before submitting a

transportation assessment. Different transportation mitigation solutions should be explored when attempting to mitigate a Project's significant transportation impact to a level of insignificance.

The adequacy and feasibility of each mitigation measure must be determined to the satisfaction of LADOT. The final required mitigation measures for the Project will be determined by the appropriate decision maker (e.g., the City Planning Commission, the City Council). All proposed mitigation measures shall be described in the transportation assessment.

#### **4.4.1 Transportation Demand Management Measures**

Mitigation programs must primarily aim to minimize Project trips and vehicle miles traveled through transportation demand management strategies. A preliminary draft performance-based TDM Program, prepared in accordance with the City of Los Angeles TDM Ordinance, must be included in the transportation assessment for any Project seeking trip generation amendments supported by TDM. If the TDM Program is acceptable to LADOT, the applicant will be allowed to reduce the total Project trips and VMT by an amount determined to be commensurate with the measures proposed in the TDM Program. The effectiveness of TDM measures included as choices in the LA VMT Calculator (as further discussed in **Attachment G** of these guidelines) on reducing Project trips and VMT should be calculated using the LA VMT Calculator. Trip and VMT reductions resulting from other TDM measures not included in the LA VMT Calculator can be used if supporting research is provided to LADOT and deemed to be acceptable by LADOT.

Further information regarding TDM Program development, implementation, monitoring, and reporting requirements can be found in the City of Los Angeles TDM Ordinance.

#### **4.4.2 Physical Mitigation Measures and Corrective Conditions**

Preliminary geometric design drawings should be prepared for any proposed physical mitigation measures and corrective conditions, complying with the following requirements:

- Existing Conditions
  - Prepare preliminary geometric design drawing to a scale 1" = 40' for each of the significantly impacted intersections for existing conditions, where lane reconfigurations are a proposed mitigation measure. Conduct field investigations and illustrate all important roadway details, including adjacent land use(s), parking restrictions, sidewalks, driveways, lane dimensions, roadway striping, curb and right-of-way lines, and "footprints" of building line on the plan.
  - Use existing LADOT drawings where available and field check for accuracy to reflect current conditions.
  - Provide copy of current City Bureau of Engineering District Map illustrating public rights-of-way on impacted streets.
- Future Conditions with Mitigation/Conditions
  - Prepare preliminary geometric design drawing to a scale of 1" = 40' showing recommended changes in striping including additional roadway and right-of-way necessary to mitigate the significant impact(s) of the project for each location where street reconfiguration is a proposed mitigation measure.

- Plans showing striping modifications should include adequate segments of the roadway (approximately 300-400 feet on each leg of the intersection) to indicate the appropriate transitions from the existing striping.
- Plans should indicate parking restrictions (existing and proposed), bus stops (existing and relocated), driveways, signals, street lights, signs, trees, utility poles and catchment basins.
- Traffic Volume Diagram
  - Attach the a.m. and p.m. peak hour lane volume diagram with the geometric design plan for each intersection.
- Finalize Plans as necessary
  - Revise mitigation plans as required and resubmit the final mitigation plans to LADOT for approval.

#### **4.4.2.a Parking Inventory and Demand Analysis**

Any corrective condition or mitigation of a land use development project, or a transportation project that involve roadway reconfigurations would require the loss of on-street parking, the transportation assessment should include an on-street parking utilization study at the intersections and/or along the roadway where the potential improvements were identified. The study results should be presented in a parking inventory and demand analysis that summarizes that area's parking demand and supply, and informs LADOT on the secondary impacts that may result from the loss of parking. This analysis should include proposed measures to address neighborhood access constraints as a result of the parking loss to the extent feasible. The scope of the parking utilization study, including study area and survey hours, shall be approved by the appropriate LADOT staff prior to commencing the survey.

#### **4.4.2.b Parking Meter Revenue Loss**

Any corrective condition or mitigation of a land use development project requires the permanent removal of any metered parking spaces, payment to LADOT for lost parking meter revenue is required. LADOT's Parking Meters Division is responsible for calculating the lost revenue fee, referred to as the Meter Revenue Recovery Fee (MRRF), for each parking meter requested for removal during the site plan or B-permit plan review process. LADOT will determine the amount of MRRF to be collected based on the overall revenue for each meter collected over the last twelve continuous months. The permanent removal of each on-street metered parking space will require MRRF payment to LADOT's Parking Meter Division for the calculated annual revenue amount projected over a ten-year period. Payment is required as a condition of the permit and is required of the applicant before LADOT will provide final approval. The Project applicant will also be subject to any costs incurred by LADOT during the removal of each parking meter. These charges include, but are not limited to the removal and/or installation (including reinstallation and relocation) of meter posts, parking sensors (if any), signs, signposts, stall markings, pavement messages, and curb paint.

#### **4.4.3 Guarantees of Mitigation Measures and Corrective Conditions**

All physical transportation mitigations and associated traffic signal work within the City must be guaranteed through the B-Permit process of the Bureau of Engineering, prior to the issuance of any building permit and completed prior to the issuance of any certificate of occupancy. Temporary certificates of occupancy may be granted in the event of any delay through no fault of the applicant,

provided that, in each case, the applicant has demonstrated reasonable efforts and due diligence to the satisfaction of LADOT. All improvements along state highways and freeway ramps require approval from Caltrans. An encroachment permit must be obtained from Caltrans for these improvements before the issuance of any building permits.

In the event the originally proposed mitigation measure or corrective condition becomes infeasible, a substitute mitigation measure or corrective condition may be provided subject to approval by LADOT or other governing agency with jurisdiction over the location, upon demonstration that the substitute measure is equivalent or superior to the original measure in mitigating the project's significant impact.

#### **4.4.4 Mitigation Monitoring and Reporting Program in Draft EIRs**

Each mitigation measure part of a Project's mitigation monitoring program should be described separately for inclusion in the Draft EIR. The following details are required for each measure:

- Identification of the responsible agency for monitoring the measure and the designated coordination for all participants.
- Qualifications, if any, of the necessary monitor(s).
- Monitoring schedule (i.e., the phase of the project during which the measure should be monitored, frequency, and completion/termination) – this should be stated for physical mitigation measures required during construction as well as those that are for the operation/life of the project (e.g., TDM program).
- Funding required and sources of funding for monitoring activities by both project and City personnel (especially for long-term monitoring activities).

## **SECTION 5: BUREAU CONTACT INFORMATION**

Thank you for your cooperation. If you have any questions, please contact the appropriate LADOT Bureau of Planning and Development Review office based on your geographic area (see **Attachment L**) or stage in development.

### **METRO DEVELOPMENT REVIEW**

*Projects proposed within all areas south of Mulholland Drive, east of Robertson Boulevard and north of the San Pedro Community Plan area:*

**Mail** 100 S. Main Street, 9th Floor, Los Angeles, CA 90012

**Telephone** (213) 972-8482 or (213) 972-8481

### **WEST LOS ANGELES DEVELOPMENT REVIEW**

*Projects proposed within San Pedro and all areas south of Mulholland Drive and west of Robertson Boulevard:*

**Mail** 7166 W. Manchester Avenue, Los Angeles, CA 90045

**Telephone** (213) 485-1062

**Fax** (213) 485-1285

### **VALLEY DEVELOPMENT REVIEW**

*Projects proposed within the entire San Fernando Valley north of Mulholland Drive:*

**Mail** 6262 Van Nuys Boulevard, 3rd Floor, Van Nuys, CA 91401

**Telephone** (818) 374-4699

**Fax** (818) 374-4696

### **LADOT CITYWIDE ONE-STOP COUNTER**

*Projects proposed within the City that require early consultation on review processes and design standards, permit sign-off, condition clearance, driveway plan review, etc.:*

**Mail** 201 N. Figueroa Street, 5th Floor, Los Angeles, CA 90012

**Telephone** (213) 482-7024

**Fax** (213) 482-7011

## **ATTACHMENTS**

ATTACHMENT A: Development Review Fees

ATTACHMENT B: Standard Street Dimensions

ATTACHMENT C: Study Scoping MOU - **PLACEHOLDER**

ATTACHMENT D: City, Plan, Policies and Guidelines

ATTACHMENT E: VMT Calculator User Guide

ATTACHMENT F: VMT Calculator Documentation

ATTACHMENT G: TDM Strategies

ATTACHMENT H: Pass-By Trip Rates

ATTACHMENT I: Manual Traffic Count Summary

ATTACHMENT J: Bicycle and Pedestrian Count Forms

ATTACHMENT K: Level of Service Worksheet

ATTACHMENT L: Map of LADOT Development Review Office Boundaries

ORDINANCE NO. 183270

An ordinance amending Section 19.15 of Article 9 of Chapter 1 of the Los Angeles Municipal Code in its entirety to revise and update the fees paid to the Department of Transportation for the review and assessment of traffic study reports, condition clearance and permit issuance activities related to obtaining any environmental clearance for private development projects within the City of Los Angeles.

**THE PEOPLE OF THE CITY OF LOS ANGELES  
DO ORDAIN AS FOLLOWS:**

Section 1. Section 19.15 of Article 9 of Chapter 1 of the Los Angeles Municipal Code is amended in its entirety to read as follows:

**SEC. 19.15. DEPARTMENT OF TRANSPORTATION TRAFFIC STUDY REVIEW,  
CONDITION CLEARANCE AND PERMIT ISSUANCE FEES.**

(a) **Fees.** The following specific fees shall be paid to the Department of Transportation (Department) for the preparation and processing of traffic reports, clearance of conditions and permit sign-offs in connection with obtaining any environmental clearance and/or permit issuance related tasks.

(1)	Building Permit Sign Offs ( <u>Note 1</u> ).....	\$365
(2)	Dedication & Widening Waivers.....	\$445
(3)	Department Referral Form ( <u>Note 2</u> ).....	\$430
(4)	Driveway Permit Sign Offs ( <u>Note 3</u> ).....	\$535
(5)	Haul Route Review.....	\$420
(6)	Master Plan / Complex Circulation Review ( <u>Note 4</u> ).....	\$1,595
(7)	Project Condition Clearance ( <u>Note 5</u> ).....	\$270
(8)	Revocable Permit.....	\$205
(9)	Street Vacation Requests.....	\$965
(10)	Subdivision Report.....	\$205
(11)	TDM Compliance / Trip Monitoring Report Review.....	\$770
(12)	Technical Study ( <u>Note 6</u> ).....	\$1,340

- (13) Traffic Study MOU.....\$1,175
- (14) Traffic Study Review (Note 7).....\$7,480
- (15) Traffic Study Review /  
Plan Review – Expedited.....See Subsection (c)
- (16) Worksite Traffic Control Plan Review (non B-permit).....\$1,645

**Note 1:** For a project with multiple addresses and permits (i.e., multi-family units), \$365 should be charged per distinct site plan and not per unit. For example: if, for a 100 unit small lot subdivision condominium project, each unit falls into one of three different site plan options, then the Department review fee should be \$1,110 (\$370 X 3) even if there are 100 separate building permits to approve.

**Note 2:** The Department Referral Form may also be submitted to the Department in the form of an Initial Site Assessment Form or a Site Plan Review Form. If this is the case, the Department Referral Form fee still would apply.

**Note 3:** When reviewing a Building Permit application that also includes a Driveway Permit Sign Off, the applicant should not be charged two fees (Building Permit and Driveway Permit). Instead, the applicant should be charged only the Building Permit fee if the driveway plan does not include a new curb cut. If the driveway plan does include a new curb cut, then the applicant only should be charged the Driveway Permit Sign-Off fee.

**Note 4:** This fee applies to Master Plan type developments or large scale projects with complicated circulation plans that require considerable staff time to help applicant arrive at an acceptable access and circulation plan.

**Note 5:** \$270 for the first three condition clearances plus \$200 for each additional condition clearance.

**Note 6:** A “technical study” can include technical memorandums (defined in LADOT’s Traffic Study Guidelines), trip generation assessments, traffic study supplements, shared parking analyses, etc. The fee includes the cost to process a study MOU, if required.

**Note 7:** \$7,480 for the first ten study intersections plus \$400 per each additional study intersection, not to exceed a total of \$25,000.

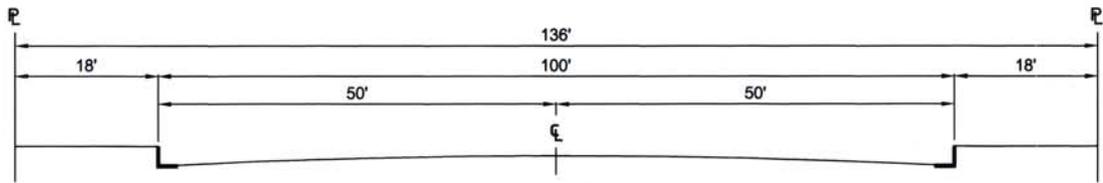
**Special Note:** If a project is approved by LADOT through the subdivision clearance or building permit process and the applicable fees have been paid, future approvals will not require additional fees as long as there have been no substantial changes to the approved portion of the project.

(b) **Transportation Review Fee Fund.** Each fee collected pursuant to this section shall include a five percent surcharge to be deposited into the Transportation Review Fee Fund No. 50Y. This fund shall be used exclusively by the Department to provide funding for the continual enhancement of development review related information technology systems and for procurement costs associated with equipment, software, materials, staff training and, if needed, consultant services. With the exception of the five percent surcharge deposited into the Transportation Fee Fund No. 50Y, the remaining 95 percent fees collected shall be credited to the General Fund.

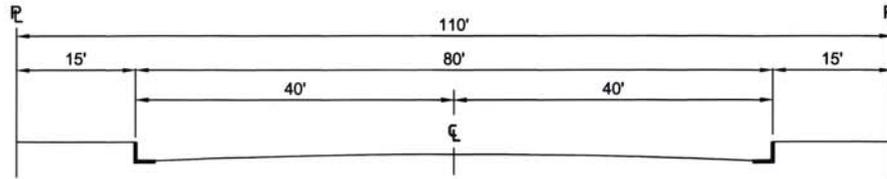
(c) **Expedited Services.** The Department shall offer expedited services in the review of traffic studies or the review of B-permit design plans. Project applicants can choose to pay a higher review fee to allow Department staff to work overtime hours to expedite their review. The actual review fee to process a traffic study, which will be greater than the standard traffic study review fee, will be determined by the Department during the preparation of the Traffic Study Memorandum of Understanding executed between the Department and the applicant's representative. The fee established shall be based on the applicant's desired completion date, the availability of staff to work overtime and the affected division's case workload. During times of peak workloads, the expedited review fee may be utilized by the Department to procure an outside firm from the Department's pre-screened list of consultants to conduct the review of the study. Similarly, the actual fee to process B-permit design plans shall be established by the Department at the pre-design meeting with the applicant's representative.

(d) **Fee Revisions.** The Department shall provide an annual review of the fees established pursuant to this section, and shall submit recommendations for changes in these fees for special services to the Council. The fees shall be revised by the Department to account for any staff salary cost of living adjustments. Notice of a revision in fees shall be in accordance with California Government Code Sections 66018 and 6062a, which require that prior to adoption of a new or increased fee a public hearing be held and notice of that hearing be published in a newspaper with two publications at least five days apart over a ten-day period. The notice period begins the first day of publication, and there must be at least five days intervening between the first and second publications, not counting the dates of publication.

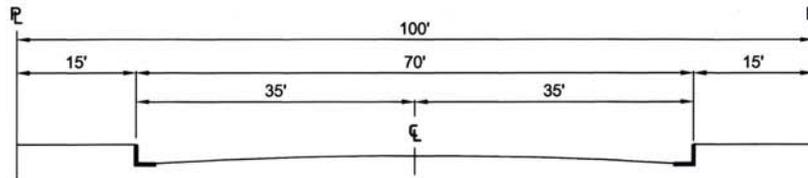
ARTERIAL STREETS



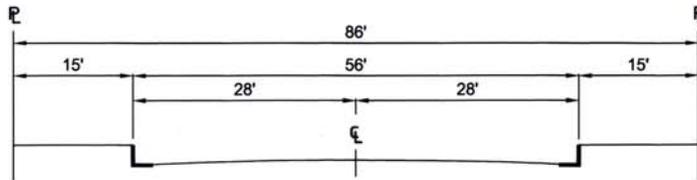
BOULEVARD I (MAJOR HIGHWAY CLASS I)



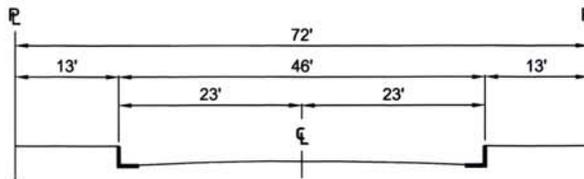
BOULEVARD II (MAJOR HIGHWAY CLASS II)



AVENUE I (SECONDARY HIGHWAY)



AVENUE II (SECONDARY HIGHWAY)



AVENUE III (SECONDARY HIGHWAY)



BUREAU OF ENGINEERING

DEPARTMENT OF PUBLIC WORKS

CITY OF LOS ANGELES

**STANDARD STREET DIMENSIONS**

**STANDARD PLAN  
S-470-1**

PREPARED

KITTY SIU, P.E.  
BUREAU OF ENGINEERING

CHECKED

RAFFI MASSABKI, P.E.  
BUREAU OF ENGINEERING

SUBMITTED

*Samara Ali-Ahmad* 10/13/15  
SAMARA ALI-AHMAD, P.E.  
ENGINEER OF DESIGN  
BUREAU OF ENGINEERING

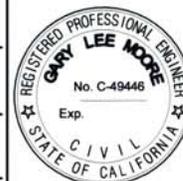
*Kenneth Redd* 10/13/15  
KENNETH REDD, P.E.  
DEPUTY CITY ENGINEER

APPROVED

*Gary Lee Moore* 10-20-15  
GARY LEE MOORE, P.E., ENV. SP.  
CITY ENGINEER

*Michael J. P. ...* 10-21-15  
DEPARTMENT OF TRANSPORTATION  
GENERAL MANAGER

*Mike J. P. ...* 10-21-15  
DIRECTOR OF PLANNING



SUPERSEDES

D-22549  
S-470-0

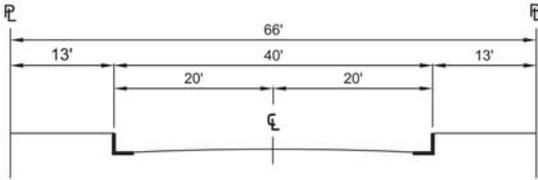
REFERENCES

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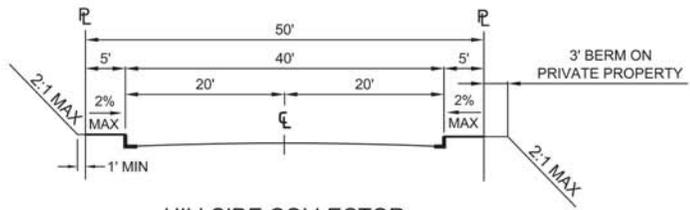
SHEET 1 OF 4 SHEETS

NON-ARTERIAL STREETS

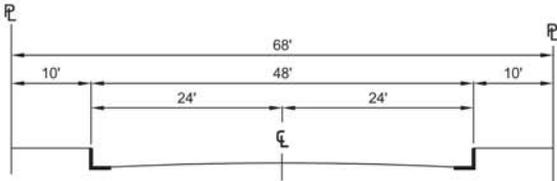
HILLSIDE STREETS



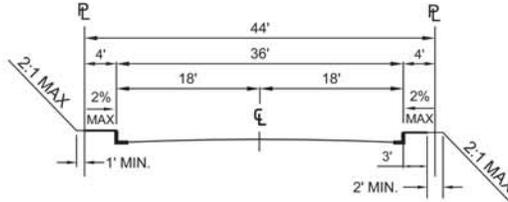
COLLECTOR STREET



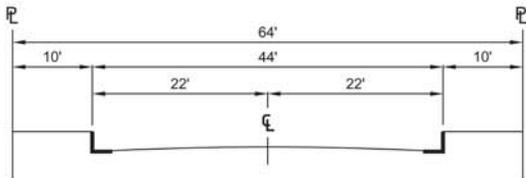
HILLSIDE COLLECTOR



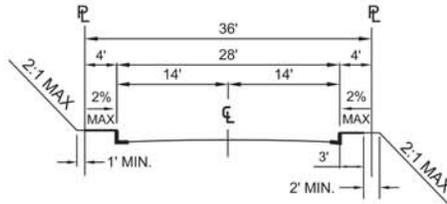
INDUSTRIAL COLLECTOR STREET



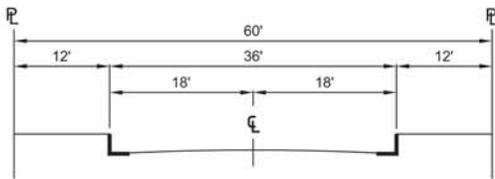
HILLSIDE LOCAL



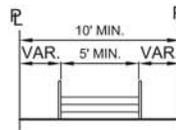
INDUSTRIAL LOCAL STREET



HILLSIDE LIMITED STANDARD

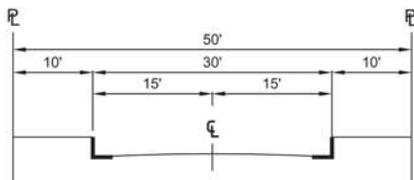


LOCAL STREET - STANDARD



PUBLIC STAIRWAY

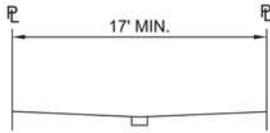
CONSTRUCTED IN ACCORDANCE WITH  
BUREAU OF ENGINEERING STANDARD PLANS



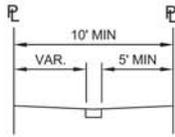
LOCAL STREET - LIMITED



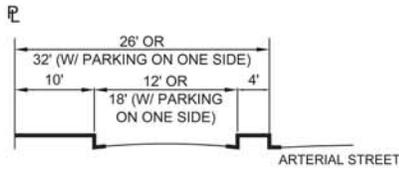
**OTHER PUBLIC RIGHTS-OF-WAY**



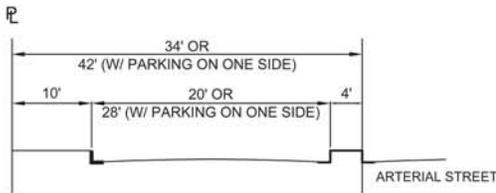
**SHARED STREET**



**PEDESTRIAN WALKWAY**

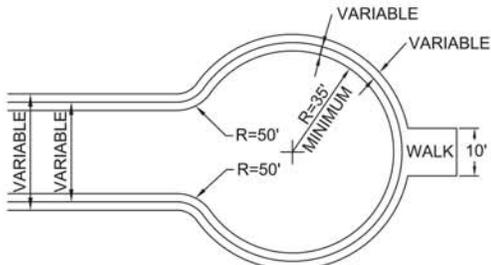


**ONE-WAY SERVICE ROAD**



**BI-DIRECTIONAL SERVICE ROAD**

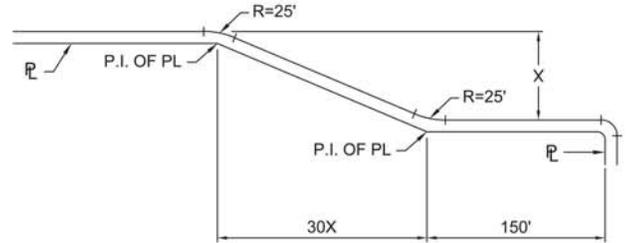
**CUL-DE-SAC**



**MAY BE UNSYMMETRICAL (PLAN VIEW)**

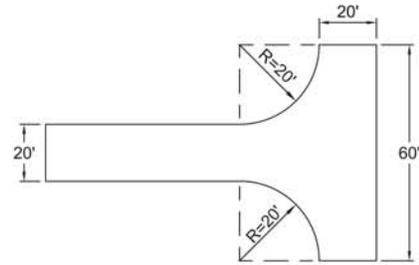
NOTE: FOR FIRE TRUCK CLEARANCE, NO OBSTRUCTION TALLER THAN 6" SHALL BE PERMITTED WITHIN 3FT. OF THE CURB. ON-STREET PARKING SHALL BE PROHIBITED.

**TRANSITIONAL EXTENSIONS**

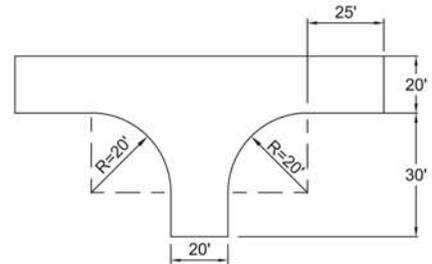


**STANDARD FLARE SECTION (PLAN VIEW)**

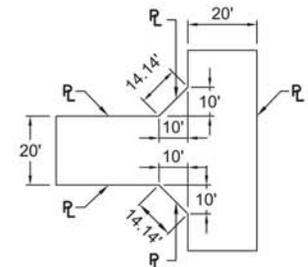
**ALLEYS**



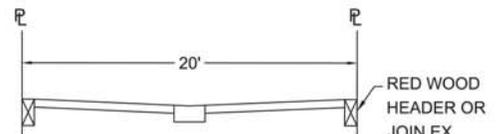
**STANDARD TURNING AREA (PLAN VIEW)**



**MINIMUM TURNING AREA (PLAN VIEW)**



**STANDARD CUT CORNERS FOR 90° INTERSECTION (PLAN VIEW)**



**STANDARD CROSS-SECTION (PLAN VIEW)**



## NOTES

1. CITY COUNCIL MAY, BY ORDINANCE, ADOPT SPECIFIC STANDARDS FOR INDIVIDUAL STREETS THAT DIFFER FROM THESE OFFICIAL STANDARD STREET DIMENSIONS. COMMUNITY PLANS AND SPECIFIC PLANS SHOULD BE REVIEWED FOR FOOTNOTES, INSTRUCTIONS AND/OR MODIFIED STREET DIMENSIONS THAT WOULD REQUIRE STANDARDS DIFFERENT THAN THOSE INDICATED ON THIS STANDARD PLAN.
2. FOR ADDITIONAL GUIDANCE AS TO THE USE OF THE ROADWAY AND SIDEWALK AREA, PLEASE REFER TO THE COMPLETE STREET DESIGN GUIDE AND MANUALS.
3. FOR DISCRETIONARY PROJECTS REQUIRING ACTION FROM THE DEPARTMENT OF CITY PLANNING (PLANNING), PLANNING MAY INCLUDE SPECIFIC INFORMATION AS TO THE DESIGN AND UTILIZATION OF THE SIDEWALK AREA.
4. WHERE A DESIGNATED ARTERIAL CROSSES ANOTHER DESIGNATED ARTERIAL STREET AND THEN CHANGES IN DESIGNATION TO A STREET OF LESSER STANDARD WIDTH, THE ARTERIAL SHALL BE TAPERED IN A STANDARD FLARE SECTION ON BOTH SIDES, AS ON SHEET 3, TO MEET THE WIDTH OF LESSER DESIGNATION AND PROVIDE AN ORDERLY TRANSITION.
5. PRIVATE STREET DEVELOPMENT SHOULD CONFORM TO THE STANDARD PUBLIC STREET DIMENSIONS SHOWN ON THE SHEET, WHERE APPROPRIATE. VARIATIONS MAY BE APPROVED ON A CASE-BY-CASE BASIS BY THE CITY.
6. FIFTY-FOOT CURB RADII (INSTEAD OF THE STANDARD 35' CURB RADII) SHALL BE PROVIDED FOR CUL-DE-SACS IN INDUSTRIAL AREAS. SEE CUL-DE-SAC ILLUSTRATION FOR FURTHER DESIGN STANDARDS.
7. ALLEYS SHALL BE A MINIMUM OF 20' IN WIDTH AND INTERSECTIONS AND/OR DEAD-END TERMINUSES SHALL BE DESIGNED TO CONFORM TO THE ALLEY ILLUSTRATIONS INCLUDED HEREIN.
8. FOR INTERSECTIONS OF STREETS, THE FOLLOWING DEDICATIONS SHALL APPLY:
  - A. INTERSECTIONS OF ARTERIAL STREETS WITH ANY OTHER STREET: 15' X 15' CUT CORNER OR 20' CURVED CORNER RADIUS.
  - B. INTERSECTIONS ON NON-ARTERIAL AND/OR HILLSIDE STREETS: 10' X 10' CUT CORNER OR 15' CURVED CORNER RADIUS.
9. STREETS THAT ARE ACCOMPANIED BY A PARALLEL FRONTAGE AND/OR SERVICE ROAD ARE DEEMED TO MEET THE STREET STANDARDS SET FORTH HEREIN AND THE DEDICATION REQUIREMENT SHALL BE NO MORE THAN IS NECESSARY TO BRING THE ABUTTING SIDEWALK DIMENSION INTO COMPLIANCE WITH THE STREET STANDARD.
10. DUE TO THEIR UNIQUE CHARACTER AND DIMENSIONS ALL STREETS DESIGNATED AS DIVIDED ARE CONSIDERED TO HAVE MET THEIR STREET STANDARD AND THE DEDICATION SHALL BE NO MORE THAN IS NECESSARY TO BRING THE ABUTTING SIDEWALK DIMENSION COMPLIANT WITH THE STREET STANDARD.
11. THE DIMENSION OF ANY MEDIAN, DIVIDED STRIP AND/OR TRANSIT WAY SHALL BE INCLUDED WHEN DETERMINING THE RIGHT-OF-WAY DIMENSION.
12. THE LOCATION OF THE DRAINAGE GUTTER IS NOT RESTRICTED TO THE CENTER OF THE SHARED STREET AND CAN BE PLACED WHERE NECESSARY AS APPROVED BY THE CITY.
13. A SHARED STREET SHALL PROVIDE A DEDICATED PEDESTRIAN ACCESS ROUTE.



## Transportation Assessment Memorandum of Understanding (MOU)

This MOU acknowledges that the Transportation Assessment for the following Project will be prepared in accordance with the latest version of LADOT’s Transportation Assessment Guidelines:

### I. PROJECT INFORMATION

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

Project Address: \_\_\_\_\_

Project Description: \_\_\_\_\_

LADOT Project Case Number: \_\_\_\_\_ Project Site Plan attached? (Required)  Yes  No

### II. TRIP GENERATION

Geographic Distribution: N \_\_\_\_ % S \_\_\_\_ % E \_\_\_\_ % W \_\_\_\_\_ %

Illustration of Project trip distribution percentages at Study intersections attached? (Required)  Yes  No

#### Trip Generation Adjustments (Exact amount of credit subject to approval by LADOT)

	Yes	No
Transit Usage	<input type="checkbox"/>	<input type="checkbox"/>
Transportation Demand Management	<input type="checkbox"/>	<input type="checkbox"/>
Existing Active Land Use	<input type="checkbox"/>	<input type="checkbox"/>
Previous Land Use	<input type="checkbox"/>	<input type="checkbox"/>
Internal Trip	<input type="checkbox"/>	<input type="checkbox"/>
Pass-By Trip	<input type="checkbox"/>	<input type="checkbox"/>

Source of Trip Generation Rate(s)? ITE 10<sup>th</sup> Edition Other: \_\_\_\_\_

Trip generation table including a description of the proposed land uses, ITE rates, estimated morning and afternoon peak hour volumes (ins/outs/totals), proposed trip credits, etc. attached? (Required)  Yes  No

	IN	OUT	TOTAL
AM Trips	_____	_____	_____
PM Trips	_____	_____	_____

### III. STUDY AREA AND ASSUMPTIONS

Project Buildout Year: \_\_\_\_\_ Ambient Growth Rate: \_\_\_\_\_ % Per Yr.

Related Projects List, researched by the consultant and approved by LADOT, attached? (Required)  Yes  No

Map of Study Intersections/Segments attached? (May be subject to LADOT revision after access, safety, and circulation analysis)

Yes  No

Is this Project located on a street within the High Injury Network?  Yes  No



## **ATTACHMENT D: CITY PLAN, POLICIES AND GUIDELINES**

### ***CITY PLAN, POLICIES AND GUIDELINES***

The Transportation Element of the City's General Plan, Mobility Plan 2035, established the "Complete Streets Design Guide" as the City's document to guide the operations and design of streets and other public rights-of-way. It lays out a vision for designing safer, more vibrant streets that are accessible to people, no matter what their mode choice. As a living document, it is intended to be frequently updated as City departments identify and implement street standards and experiment with different configurations to promote complete streets. The guide is meant to be a toolkit that provides numerous examples of what is possible in the public right-of-way and provide guidance on context-sensitive design.

The Plan for A Healthy Los Angeles (March 2015) includes policies directing several City departments to develop plans that promote active transportation and safety.

The City of Los Angeles Community Plans, which make up the Land Use Element of the City's General Plan, guide the physical development of neighborhoods by establishing the goals and policies for land use. The 35 Community Plans provide specific, neighborhood-level detail for land uses and the transportation network, relevant policies, and implementation strategies necessary to achieve General Plan and community-specific objectives.

The stated goal of Vision Zero is to eliminate traffic-related deaths in Los Angeles by 2025 through a number of strategies, including modifying the design of streets to increase the safety of vulnerable road users. Extensive crash data analysis is conducted on an ongoing basis to prioritize intersections and corridors for implementation of projects that will have the greatest effect on overall fatality reduction. The City designs and deploys Vision Zero Corridor Plans as part of the implementation of Vision Zero. If a project is proposed whose site lies on the High Injury Network (HIN), the applicant should consult with LADOT to inform the project's site plan and to determine appropriate improvements, whether by funding their implementation in full or by making a contribution toward their implementation.

The Citywide Design Guidelines for Residential, Commercial and Industrial Development (November 1, 2016) includes sections relevant to development projects where improvements are proposed within the public realm. Specifically, Section 3 addresses sidewalks, crosswalks, and on-street parking and Section 4 addresses off-street parking, driveways and loading facilities. That section of the checklist(s) for specific types of development should be reviewed by LADOT and LADCP to assess the consistency of a proposed project with those plans.

The Walkability Checklist: Guidance for Entitlement Review (November 2008) provides a list of recommended strategies that projects should employ to improve the pedestrian environment in the public right-of-way and on private property. Specific topics covered in the Walkability Checklist include sidewalks, crosswalks, on-street parking, and off-street parking. Each of the implementation strategies on the Checklist should be considered in a proposed project, although not all will be appropriate in every proposed project. LADCP staff will use the Checklist in evaluating entitlement applications. In making a finding of conformance with the policies and objectives of the General Plan, LADCP staff weighs the project's walkability against the adopted objectives listed in the Appendix to this Checklist and additional objectives and policies contained in Community Plans.

The City's Transportation Demand Management (TDM) Ordinance (LA Municipal Code 12.26.J) requires certain projects to incorporate strategies that reduce drive-alone vehicle trips and improve access to destinations and services. The ordinance is revised and updated periodically, and should be reviewed for application to specific projects as they are reviewed.

The City's LAMC Section 12.37 (Waivers of Dedication and Improvement) requires certain projects to dedicate and/or implement improvements within the public right-of-way to meet the street designation standards of the Mobility Plan 2035.

**ATTACHMENT E: VMT Calculator User Guide**

[https://ladot.lacity.org/sites/g/files/wph266/f/VMT\\_Calculator\\_User\\_Guide.20190228.pdf](https://ladot.lacity.org/sites/g/files/wph266/f/VMT_Calculator_User_Guide.20190228.pdf)

**ATTACHMENT F: VMT Calculator Documentation**

[https://ladot.lacity.org/sites/g/files/wph266/f/VMT\\_Calculator\\_Documentation\\_20190228.pdf](https://ladot.lacity.org/sites/g/files/wph266/f/VMT_Calculator_Documentation_20190228.pdf)

**ATTACHMENT G: TDM Strategies**

[https://ladot.lacity.org/sites/g/files/wph266/f/TDM\\_Strategy\\_AppendixB.20180828.pdf](https://ladot.lacity.org/sites/g/files/wph266/f/TDM_Strategy_AppendixB.20180828.pdf)

**PASS-BY TRIP RATES**

<b>PASS-BY TRIP DISCOUNT RATE</b>	<b>LAND USE CATEGORY</b>
10%	Shopping Center 600,000 sf or more, Quality Restaurant, Specialty Retail, Furniture Store, Medical Office, Day Care, Theater/Cinema, Auto Sales/Repair
15%	Discount Club, Discount Store
20%	Shopping Center 300,000 to less than 600,000 sf, Bank/Savings & Loan, High Turnover Restaurant, Car Wash, Hardware/Lumber Store, Garden Center, Recreation/Health Club
30%	Shopping Center 100,000 to less than 300,000 sf, Auto Parts, Music/Video Store
40%	Shopping Center 50,000 to less than 100,000 sf, Supermarket, Drugstore, Bookstore
50%	Shopping Center less than 50,000 sf, Fast Food Restaurant, Gasoline/Service Station, Convenience Market, Flower/Bakery/Yogurt Shop, Dry Cleaner, Liquor Store

*Note:* These rates are derived from surveys published in the “Trip Generation Handbook: An ITE Recommended Practice,” 2003.

# Attachment I: Manual Traffic Count Summary



City Of Los Angeles  
Department Of Transportation

## MANUAL TRAFFIC COUNT SUMMARY

STREET:

North/South BROADWAY

East/West 75TH ST

Day: MONDAY Date: JULY 16, 2007 Weather: SUNNY

Hours: 7-10AM 2-5PM

School Day: YES District: CENTRAL I/S CODE 1451

	N/B	S/B	E/B	W/B
<b>DUAL-WHEELED BIKES</b>	101	139	3	6
<b>BIKES</b>	0	11	0	0
<b>BUSES</b>	0	98	0	0

	N/B TIME	S/B TIME	E/B TIME	W/B TIME
<i>AMPK 15 MIN</i>	329 7.15	168 7.45	5 8.00	28 7.15
<i>PMPK 15 MIN</i>	174 2.15	273 4.45	12 2.15	56 2.30
<i>AMPK HOUR</i>	1230 7.15	625 7.15	14 7.15	106 7.15
<i>PMPK HOUR</i>	609 2.00	1002 4.00	33 2.00	111 2.15

### NORTHBOUND Approach

Hours	Lt	Th	Rt	Total
7-8	7	1056	94	1157
8-9	4	806	63	873
9-10	2	529	10	541
2-3	9	518	82	609
3-4	5	448	19	472
4-5	8	514	21	543
<b>TOTAL</b>	<b>35</b>	<b>3871</b>	<b>289</b>	<b>4195</b>

### SOUTHBOUND Approach

Hours	Lt	Th	Rt	Total
7-8	47	550	11	608
8-9	32	459	5	496
9-10	10	374	4	388
2-3	33	679	12	724
3-4	30	816	16	862
4-5	20	973	9	1002
<b>TOTAL</b>	<b>172</b>	<b>3851</b>	<b>57</b>	<b>4080</b>

### TOTAL

N-S	1765
1369	
929	
1333	
1334	
1545	
<b>8275</b>	

### XING S/L

Ped	Sch
63	25
30	8
4	0
89	40
12	4
16	0
<b>214</b>	<b>77</b>

### XING N/L

Ped	Sch
0	0
2	0
1	0
0	0
4	0
5	0
<b>12</b>	<b>0</b>

### EASTBOUND Approach

Hours	Lt	Th	Rt	Total
7-8	1	2	10	13
8-9	2	2	4	8
9-10	6	0	7	13
2-3	6	5	22	33
3-4	6	6	10	22
4-5	9	4	9	22
<b>TOTAL</b>	<b>30</b>	<b>19</b>	<b>62</b>	<b>111</b>

### WESTBOUND Approach

Hours	Lt	Th	Rt	Total
7-8	43	4	54	101
8-9	32	2	34	68
9-10	18	1	19	38
2-3	42	5	60	107
3-4	34	2	27	63
4-5	32	5	27	64
<b>TOTAL</b>	<b>201</b>	<b>19</b>	<b>221</b>	<b>441</b>

### TOTAL

E-W	114
76	
51	
140	
85	
86	
<b>552</b>	

### XING W/L

Ped	Sch
70	39
46	11
30	3
103	100
63	18
48	11
<b>360</b>	<b>182</b>

### XING E/L

Ped	Sch
45	2
35	1
12	0
74	25
38	7
32	0
<b>236</b>	<b>35</b>

**Attachment J: Bicycle and Pedestrian Count Forms**

City of Los Angeles

Department of Transportation

**BICYCLE COUNT SUMMARY**

Level Three  
Draft 6/09/15

**STREET:**

North/South : "A" Street

East/West : "B" Street

Day: Monday

Date: 0

Weather: Sunny

School Day: Yes

District: 0

I/S CODE: 0

Hours: 7-10 AM & 3-6 PM

Staff: 0

**NORTHBOUND Approach**

Hours	Lt	Th	Rt	Total
7-8	0	0	0	0
8-9	0	0	0	0
9-10	0	0	0	0
3-4	0	0	0	0
4-5	0	0	0	0
5-6	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SOUTHBOUND Approach**

Hours	Lt	Th	Rt	Total	N-S
7-8	0	0	0	0	0
8-9	0	0	0	0	0
9-10	0	0	0	0	0
3-4	0	0	0	0	0
4-5	0	0	0	0	0
5-6	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**EASTBOUND Approach**

Hours	Lt	Th	Rt	Total
7-8	0	0	0	0
8-9	0	0	0	0
9-10	0	0	0	0
3-4	0	0	0	0
4-5	0	0	0	0
5-6	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**WESTBOUND Approach**

Hours	Lt	Th	Rt	Total	E-W
7-8	0	0	0	0	0
8-9	0	0	0	0	0
9-10	0	0	0	0	0
3-4	0	0	0	0	0
4-5	0	0	0	0	0
5-6	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**REMARKS (6 hour total):**

	NB	SB	EB	WB	TOTAL
- Female riders	1	1	1	1	4
- No helmet riders	1	4	1	1	7
- Sidewalk riding	1	4	4	1	10
- Wrong way riding	1	1	1	1	4

NB: Northbound, SB: Southbound, EB: Eastbound, WB: Westbound, I/S: Intersection

Source: (company name)

LADOT 2015 CMP

**PEDESTRIAN COUNT SUMMARY**

**STREET:**

**North/South :** "A" Street

**East/West :** "B" Street

**Day:** Monday **Date:** \_\_\_\_\_ **Weather:** Sunny  
**School Day:** Yes **District:** Central **I/S CODE:** 0  
**Hours:** 7-10 AM & 3-6 PM **Staff:** 0

**AM PEAK PERIOD**

**PM PEAK PERIOD**

15 Min. interval	N-LEG	S-LEG	E-LEG	W-LEG	TOTAL
7:00 - 7:15	0	0	0	0	0
7:15 - 7:30	0	0	0	0	0
7:30 - 7:45	0	0	0	0	0
7:45 - 8:00	0	0	0	0	0
8:00 - 8:15	0	0	0	0	0
8:15 - 8:30	0	0	0	0	0
8:30 - 8:45	0	0	0	0	0
8:45 - 9:00	0	0	0	0	0
9:00 - 9:15	0	0	0	0	0
9:15 - 9:30	0	0	0	0	0
9:30 - 9:45	0	0	0	0	0
9:45 - 10:00	0	0	0	0	0

15 Min. interval	N-LEG	S-LEG	E-LEG	W-LEG	TOTAL
3:00 - 3:15	0	0	0	0	0
3:15 - 3:30	0	0	0	0	0
3:30 - 3:45	0	0	0	0	0
3:45 - 4:00	0	0	0	0	0
4:00 - 4:15	0	0	0	0	0
4:15 - 4:30	0	0	0	0	0
4:30 - 4:45	0	0	0	0	0
4:45 - 5:00	0	0	0	0	0
5:00 - 5:15	0	0	0	0	0
5:15 - 5:30	0	0	0	0	0
5:30 - 5:45	0	0	0	0	0
5:45 - 6:00	0	0	0	0	0

Hours	N-LEG	S-LEG	E-LEG	W-LEG	TOTAL
7 - 8	0	0	0	0	0
8 - 9	0	0	0	0	0
9 - 10	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Hours	N-LEG	S-LEG	E-LEG	W-LEG	TOTAL
3 - 4	0	0	0	0	0
4 - 5	0	0	0	0	0
5 - 6	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**REMARKS (6 hour total):**

	N-LEG	S-LEG	E-LEG	W-LEG	TOTAL
- Wheelchair/special needs assistance	0	0	0	0	0
- Skateboard/scooter	0	0	0	0	0

N: North, S: South, E: East, W: West, I/S: Intersection

Source: (company name)



# Level of Service Worksheet (Circular 212 Method)



IS #:	North-South Street:	Highland Avenue		Year of Count:	2016	Ambient Growth: (%):	1.0		Conducted by:	NDS		Date:	9/27/2016						
	CMA01	East-West Street:	Franklin Avenue		Projection Year:	2018		Peak Hour:	AM		Reviewed by:	KB		Project:	5-16-0264-1 Project				
		No. of Phases		3				3						3					
		Opposed Ø'ing: N/S-1, E/W-2 or Both-3?		0				0						0					
		Right Turns: FREE-1, NRTOR-2 or OLA-3?		NB-- 3 SB-- 0		NB-- 3 SB-- 0		NB-- 3 SB-- 0		NB-- 3 SB-- 0		NB-- 3 SB-- 0		NB-- 3 SB-- 0					
		ATSAC-1 or ATSAC+ATCS-2?		EB-- 0 WB-- 3		EB-- 0 WB-- 3		EB-- 0 WB-- 3		EB-- 0 WB-- 3		EB-- 0 WB-- 3		EB-- 0 WB-- 3					
		Override Capacity		2				2						2					
				0				0						0					
MOVEMENT		EXISTING CONDITION			EXISTING PLUS PROJECT			FUTURE CONDITION W/O PROJECT				FUTURE CONDITION W/ PROJECT				FUTURE W/ PROJECT W/ MITIGATION			
		Volume	No. of Lanes	Lane Volume	Project Traffic	Total Volume	Lane Volume	Added Volume	Total Volume	No. of Lanes	Lane Volume	Added Volume	Total Volume	No. of Lanes	Lane Volume	Added Volume	Total Volume	No. of Lanes	Lane Volume
NORTHBOUND	Left	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Left-Through	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Through	2624	3	875	0	2624	875	0	2677	3	892	0	2677	3	892	0	2677	3	892
	Through-Right	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Right	128	1	0	2	130	0	0	131	1	0	2	133	1	0	0	133	1	0
	Left-Through-Right	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Left-Right	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SOUTHBOUND	Left	103	1	103	1	104	104	0	105	1	105	1	106	1	106	0	106	1	106
	Left-Through	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Through	2181	3	727	0	2181	727	0	2225	3	742	0	2225	3	742	0	2225	3	742
	Through-Right	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Right	1	0	0	0	1	0	0	1	0	0	0	1	0	0	0	1	0	0
	Left-Through-Right	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Left-Right	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
EASTBOUND	Left	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Left-Through	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Through	1	0	0	0	1	0	0	1	0	0	0	1	0	0	0	1	0	0
	Through-Right	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Right	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Left-Through-Right	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Left-Right	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
WESTBOUND	Left	614	2	338	2	616	339	0	626	2	344	2	628	2	345	0	628	2	345
	Left-Through	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Through	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Through-Right	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	Right	73	1	0	1	74	0	0	74	1	0	1	75	1	0	0	75	1	0
	Left-Through-Right	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Left-Right	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
CRITICAL VOLUMES		North-South: 978		978		North-South: 979		979		North-South: 997		997		North-South: 998		998		North-South: 998	
		East-West: 338		338		East-West: 339		339		East-West: 344		344		East-West: 345		345		East-West: 345	
		SUM: 1316		1316		SUM: 1318		1318		SUM: 1341		1341		SUM: 1343		1343		SUM: 1343	
VOLUME/CAPACITY (V/C) RATIO:				0.924				0.925				0.941				0.942		0.942	
V/C LESS ATSAC/ATCS ADJUSTMENT:				0.824				0.825				0.841				0.842		0.842	
LEVEL OF SERVICE (LOS):				D				D				D				D		D	

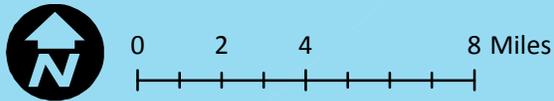
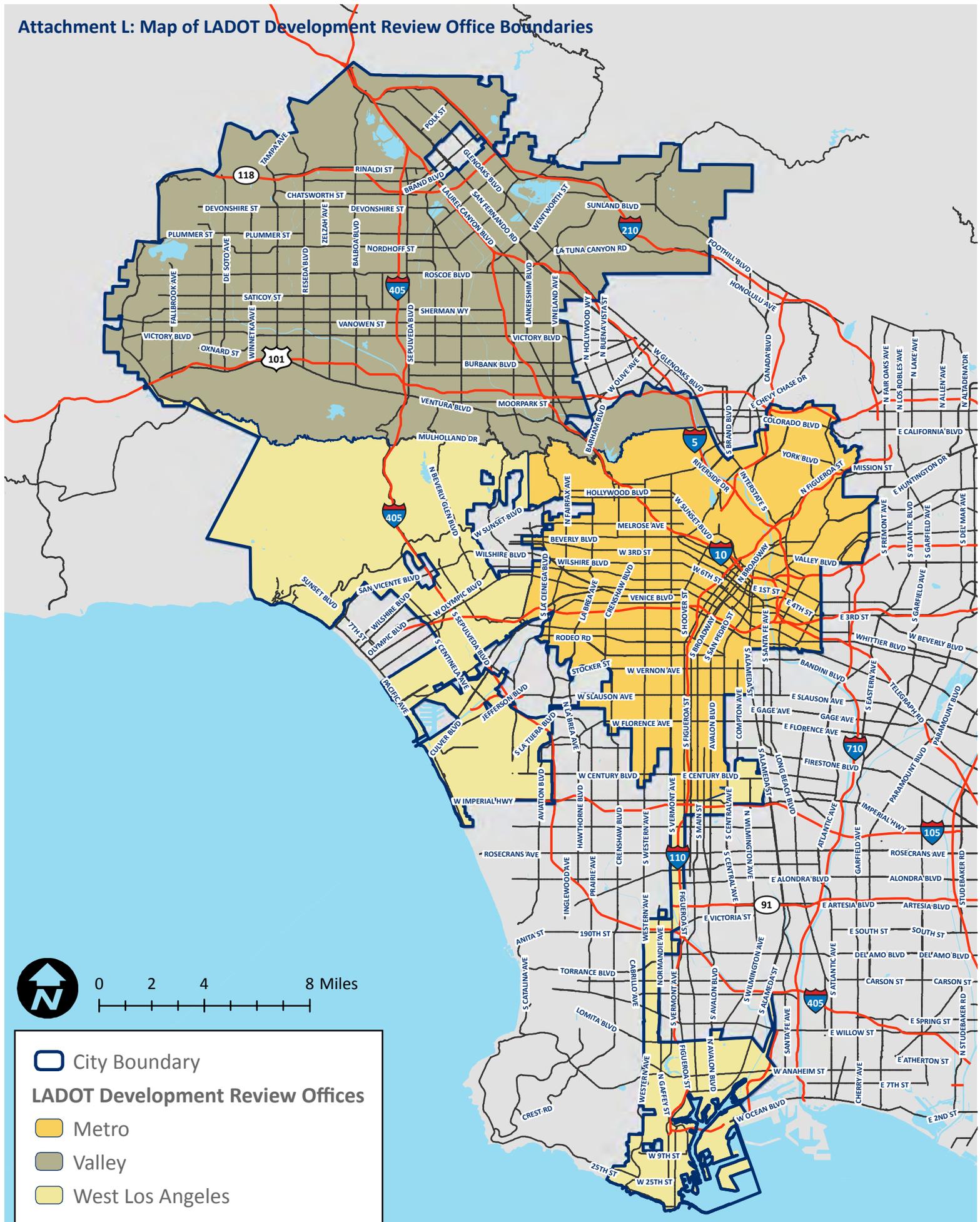
REMARKS:

Version: 1i Beta; 8/4/2011

**PROJECT IMPACT**

Change in v/c due to project:	0.001	Δv/c after mitigation:	0.001
Significant impacted?	NO	Fully mitigated?	N/A

# Attachment L: Map of LADOT Development Review Office Boundaries



**City Boundary**

**LADOT Development Review Offices**

- Metro
- Valley
- West Los Angeles