

Appendix G.4.2 LADOT Supplemental Traffic Analysis Approval Letter

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

3701 Coldwater Canyon Avenue
DOT Case No. SFV-11-072

Date: November 16, 2015

To: Bob Duenas, City Planner
Department of City Planning



From: Sergio D. Valdez, Transportation Engineer
Department of Transportation

Subject: **SUPPLEMENTAL TRAFFIC ASSESSMENT FOR THE PROPOSED HARVARD-WESTLAKE SCHOOL PARKING, SAFETY AND ATHLETICS IMPROVEMENT PLAN AT 3701 COLDWATER CANYON AVENUE**

A traffic impact study for the proposed Harvard-Westlake School Parking Improvement Plan located at 3701 Coldwater Canyon Avenue was submitted to the Department of Transportation (DOT) on October 30, 2012. A corresponding DOT assessment report was issued to the Department of City Planning (DCP) on March 26, 2013. Since then, the school has updated the original traffic study and a supplemental traffic analysis, dated October 6, 2015, was prepared by Linscott Law & Greenspan Engineers and submitted to DOT. The updated report includes a revised build-out year of 2019, new 2015 traffic counts, and an updated grading/hauling activities schedule. DOT has completed the review of the supplemental traffic analysis for the proposed project and it concurs with its results. All of the project requirements identified in DOT's March 26, 2013 letter (attached for reference) shall remain in effect.

DISCUSSION AND FINDINGS

The proposed project consists of a new three-story parking structure consisting of 750 parking spaces, a rooftop athletic practice field and a pedestrian bridge for the existing Harvard-Westlake School Campus located at 3700 Coldwater Canyon Avenue. This new bridge will connect the existing school campus to the proposed parking structure. Currently the school has a total of 568 parking spaces. No increase in student enrollment, faculty, staff or guests for the Harvard-Westlake campus is being changed as part of this supplemental traffic analysis. The project does not propose to increase the number of athletic and school events that may generate vehicular trips for the Harvard-Westlake campus either. Therefore, the operational traffic generated by Harvard-Westlake school will not change as a result of the project. Any proposed increases in student enrollment, faculty, staff, guests, athletic events, or school events would require further analysis. The build-out year for the project is expected to be in the year 2019.

DOT has reviewed the construction impacts for this project based on the new updated information. During the construction grading and material export phase, the proposed project would generate 24 a.m. peak hour trips, 48 peak hour trips (2 p.m. peak hour) and 56 Saturday peak hour trips as shown in **Attachment 1**. Based on the updated traffic study, the construction phase of the project generates a higher trip generation when compare to the trips shown in the 2012 traffic study. Additionally, the supplemental study assumes an increase of 5,000 cubic yards of material removal related to construction from 135,000 cubic yards to 140,000 cubic yards. However, since the hours of construction including the hauling of materials have been modified to limit the number of trucks entering and exiting the project site during peak hours, the project is not expected to add additional traffic volumes to the weekday peak hour commute.

The supplemental traffic analysis evaluated the potential traffic impacts related to the construction of the project, as well as a traffic analysis for the intersection of Coldwater Canyon and the Harvard-Westlake driveway following completion and occupancy of the project. DOT’s policy on significant transportation impact thresholds is summarized in Table 1 below.

DOT has concluded that based on the revised project construction information, the proposed project will not produce a significant traffic impact at any of the five study intersections during the weekday and Saturday peak hours. Based on the updated traffic analysis, DOT also agrees that no significant traffic impacts are expected at the intersection of Coldwater Canyon Avenue and Harvard-Westlake driveway following the completion and occupancy of the project. These findings are summarized in **Attachment 2**, which shows the existing, projected, and project-related volume-to-capacity ratios and levels of service at the five study intersections during construction of the project.

Table 1: Significant Transportation Impact Thresholds

Level of Service (LOS)	Projected Volume to Capacity Ratio (V/C), including Project	Project-Related Increase in V/C
C	between 0.701 and 0.800	≥ 0.040
D	between 0.801 and 0.900	≥ 0.020
E and F	≥ 0.901	≥ 0.010

The Department of Transportation recommends that the following Project Requirements be adopted as conditions of project approval:

PROJECT REQUIREMENTS

A. Construction Impacts

DOT recommends that a construction work site traffic control plan be submitted to DOT for review and approval prior to the start of any construction work. The plan should show the location of any roadway or sidewalk closures, traffic detours, haul routes, hours of operation, protective devices, warning signs and access to abutting properties. DOT also recommends that all construction related traffic be restricted to off-peak hours.

B. Highway Dedications and Improvements

Coldwater Canyon Avenue is designated as a Secondary Highway in the Street and Highways Element of the City's General Plan. The standard cross-section for a Secondary Street is a 35-foot half roadway on a 45-foot half right-of-way. Currently, Coldwater Canyon Avenue consists of a 24-foot half roadway and a 30-foot half-right-of-way along the west side of Coldwater Canyon Avenue. Therefore, an 11-foot widening, a 15-foot dedication and a 10-foot sidewalk are required along the entire project frontage to bring the roadway up to the standard required by the General Plan.

The applicant should contact the Bureau of Engineering (BOE) to determine the exact dedication and widening standards that are applicable, and to ensure full compliance with these requirements, along with any other required improvements specified by the Los Angeles Municipal Code (LAMC) and City ordinances. Any street dedication shall be completed through Quyen Phan in the Department of Public Works, Bureau of Engineering, Land Development Group, (213) 202-3488, before the issuance of any building permit for this project.

Required improvements within existing or designated roadways shall be guaranteed through the B-permit process of BOE before the issuance of any building permit for this project, and shall be completed to the satisfaction of DOT and BOE prior to the issuance of any certificate of occupancy. The school had offered to provide some voluntary roadway striping improvement as described in DOT's March 26, 2013. However, these voluntary improvements are no longer being proposed as part of this project.

C. Parking Requirements

The traffic study indicated that 750 parking spaces will be provided by the new three-story parking structure project. Currently the school has a total of 568 parking spaces. The applicant should check with the Department of Building and Safety on the number of Code-required parking spaces needed for the school.

D. Site Access and Internal Circulation

The conceptual site plan for the project is acceptable to DOT. However, the review of this supplemental traffic analysis does not constitute approval of the driveway dimensions, access and circulation scheme. Currently, vehicular access to the existing campus is provided via three driveways on the east side of Coldwater Canyon Avenue. The middle driveway is considered the main driveway and it is currently signalized. Vehicular access to the proposed parking structure will be provided via two driveways on the west side of Coldwater Canyon Avenue. The proposed parking improvement plan includes the relocation of the existing main entrance approximately 37 feet south of its current location. This new driveway will be controlled by a new traffic signal with protective only phasing for both northbound and southbound directions as recommended by DOT's East Valley District Office.

This determination does not constitute final DOT approval of the project's driveways, internal circulation, and parking scheme per LAMC Section 12.21. All loading/unloading of students shall be accomplished on site and shown clearly on a site plan. The applicant should ensure that final site access plans conform to DOT's criteria for driveway designs as published in DOT Manual of Policies and Procedures, Section 321.

E. Developing Review Fees

An ordinance adding Section 19.15 to the Los Angeles Municipal Code relative to application fees paid to DOT for permit issuance activities was adopted by the Los Angeles City Council in 2009 and updated in 2014. This ordinance identifies specific fees for traffic study review, condition clearance, and permit issuance. The applicant shall comply with any applicable fees per this ordinance.

DOT CLEARANCE GUIDELINES

Final DOT approval is normally required prior to the issuance of any associated building permits. Approval is given when DOT receives an acceptable site and access plan, verification that all enumerated conditions of approval are satisfied, guaranteed or not applicable, and payment of all applicable application fees. For the fastest possible final review and approval process, plans should be submitted to DOT Valley Development Review, 6262 Van Nuys Blvd., Suite 320, Van Nuys 91401, prior to plan check submission to the Department of Building and Safety.

If you have any questions, you may contact me or Vicente Cordero of my staff at (818) 374-4697.

Attachments

c: Courtney Hamilton, Second Council District
Brian Gallagher, DOT East Valley District
John Varghese, DOT Signal Design
Mike Naini, B-Permit Section
Ali Nahass, BOE Valley District
Quyên Phan, BOE Land Development
David S. Shender, P.E., Linscott, Law & Greenspan, Engineers

Attachment 1 Construction Trip Generation

Table 1
CONSTRUCTION TRIP GENERATION [1]

PHASE	DAILY TRIP ENDS VOLUMES	AM PEAK HOUR VOLUMES [2]		2PM PEAK HOUR VOLUMES [3]		3PM PEAK HOUR VOLUMES [2]		4PM PEAK HOUR VOLUMES [4]		SAT DAILY TRIP ENDS VOLUMES	SAT PEAK HOUR VOLUMES [5]	
		IN	OUT	IN	OUT	IN	OUT	IN	OUT		IN	OUT
<u>Construction Grading and Material Export Phase</u>												
Construction Workers [6]	66	0	0	0	0	0	0	0	0	66	0	0
Trucks	160	6	6	12	12	6	6	12	0	160	14	14
PCE (2.0) Adjusted [7]	320	12	12	24	24	12	12	24	0	320	28	28
Phase Subtotal (PCE Adjusted)	386	12	12	24	24	12	12	24	0	386	28	28
												56

[1] Source: Harvard-Westlake School.
 [2] Analyzed weekday peak hours are 9:00-10:00 AM and 3:00-4:00PM.
 [3] The 2:00 PM hour was also analyzed due to a higher estimated number of truck trips between the hours of 10:00 AM to 3:00 PM.
 [4] The 4:00 PM hour was also analyzed to account for the number of construction workers estimated to depart the construction site during the 4:00 PM hour.
 [5] Analyzed Saturday midday peak hour coincides with the highest observed peak hour of traffic at each study intersection.
 [6] All construction workers are assumed to be on-site prior to 7:00 AM. Departure from the site is expected to be dispersed for several hours following the end of hauling at 4:00PM.
 [7] A Passenger Car Equivalent (PCE) factor of 2.0 was applied to all trucks based on standard traffic engineering practice to conservatively estimate the equivalent number of vehicles associated with the trucks.

Attachment 2

Summary of Volume to Capacity Ratios (v/c) and Levels of Service (LOS)

Table 6
SUMMARY OF VOLUME TO CAPACITY RATIOS
AND LEVELS OF SERVICE
WEEKDAY AM AND PM, SATURDAY MID-DAY PEAK HOURS
CONSTRUCTION TRAFFIC

NO.	INTERSECTION	PEAK HOUR	[1]		[2]			[3]		[4]				
			YEAR 2012 EXISTING		YEAR 2012 EXISTING W/ CONSTR.		CHANGE V/C [(2)-(1)]	SIGNIF. IMPACT	YEAR 2019 FUTURE BASELINE		YEAR 2019 FUTURE WITH CONSTRUCTION		CHANGE V/C [(4)-(3)]	SIGNIF. IMPACT
			V/C	LOS	V/C	LOS			V/C	LOS	V/C	LOS		
1	Coldwater Canyon Avenue/ US-101 Freeway NB Ramps	AM	0.411	A	0.414	A	0.003	NO	0.527	A	0.529	A	0.002	NO
		2PM	0.536	A	0.542	A	0.006	NO	0.656	B	0.661	B	0.005	NO
		3PM	0.548	A	0.551	A	0.003	NO	0.670	B	0.673	B	0.003	NO
		4PM	0.515	A	0.520	A	0.005	NO	0.631	B	0.635	B	0.004	NO
		SAT	0.453	A	0.460	A	0.007	NO	0.522	A	0.530	A	0.008	NO
2	Coldwater Canyon Avenue/ US-101 Freeway SB Ramps	AM	0.431	A	0.439	A	0.008	NO	0.530	A	0.539	A	0.009	NO
		2PM	0.546	A	0.551	A	0.005	NO	0.671	B	0.676	B	0.005	NO
		3PM	0.579	A	0.582	A	0.003	NO	0.709	C	0.712	C	0.003	NO
		4PM	0.544	A	0.547	A	0.003	NO	0.668	B	0.671	B	0.003	NO
		SAT	0.455	A	0.461	A	0.006	NO	0.530	A	0.536	A	0.006	NO
3	Coldwater Canyon Avenue/ Moorpark Street	AM	0.573	A	0.577	A	0.004	NO	0.701	C	0.705	C	0.004	NO
		2PM	0.664	B	0.672	B	0.008	NO	0.813	D	0.821	D	0.008	NO
		3PM	0.821	D	0.825	D	0.004	NO	0.993	E	0.997	E	0.004	NO
		4PM	0.851	D	0.856	D	0.005	NO	1.029	F	1.033	F	0.004	NO
		SAT	0.593	A	0.602	B	0.009	NO	0.685	B	0.695	B	0.010	NO
4	Coldwater Canyon Avenue/ Ventura Boulevard	AM	0.731	C	0.735	C	0.004	NO	0.886	D	0.891	D	0.005	NO
		2PM	0.749	C	0.758	C	0.009	NO	0.923	E	0.932	E	0.009	NO
		3PM	0.872	D	0.876	D	0.004	NO	1.060	F	1.064	F	0.004	NO
		4PM	0.885	D	0.891	D	0.006	NO	1.073	F	1.078	F	0.005	NO
		SAT	0.711	C	0.721	C	0.010	NO	0.802	D	0.812	D	0.010	NO
5	Coldwater Canyon Avenue/ Harvard-Westlake Driveway	AM	0.683	B	0.699	B	0.016	NO	0.802	D	0.818	D	0.016	NO
		2PM	0.745	C	0.761	C	0.016	NO	0.873	D	0.889	D	0.016	NO
		3PM	0.911	E	0.919	E	0.008	NO	1.063	F	1.071	F	0.008	NO
		4PM	0.969	E	0.978	E	0.009	NO	1.130	F	1.139	F	0.009	NO
		SAT	0.505	A	0.524	A	0.019	NO	0.565	A	0.583	A	0.018	NO

(A) According to LADOT's "Traffic Study Policies and Procedures," August 2014, a transportation impact on an intersection shall be deemed significant in accordance with the following table:

Final v/c	LOS	Project Related Increase in v/c
> 0.701 - 0.800	C	equal to or greater than 0.040
> 0.801 - 0.900	D	equal to or greater than 0.020
> 0.901	E,F	equal to or greater than 0.010