

**CITY OF LOS ANGELES**  
INTER-DEPARTMENTAL MEMORANDUM

3280 Motor Avenue  
DOT Case No. WLA14-101798

DATE: December 29, 2015

TO: Karen Hoo, City Planner  
Department of City Planning

FROM: Eddie Guerrero, Transportation Engineer  
Department of Transportation

SUBJECT: **INITIAL TRAFFIC ASSESSMENT FOR THE PROPOSED 840 STUDENT, GRADES 6-12,  
CHARTER SCHOOL PROJECT TO BE LOCATED AT 3280 MOTOR AVENUE**

The Department of Transportation (DOT) has completed the traffic assessment of the proposed 840-student charter school project, to be located at 3280 Motor Avenue. This traffic assessment is based on a traffic impact assessment prepared by Linscott, Law & Greenspan (LLG) Engineers, dated November 9, 2015. After a careful review of the pertinent data, DOT has determined that the traffic study adequately describes the project-related impacts of the proposed development.

**PROJECT DESCRIPTION**

The proposed project would be located on the northeast corner of the Motor Avenue and National Boulevard intersection. The site is currently developed with commercial buildings that currently include existing retail and offices uses as well as a previously active adult education facility. The proposed project would occupy and re-purpose the existing commercial building (approximately 54,936 square-foot of floor area) to provide a public charter school (grades 6-12) with enrollment of up to 840 students. Vehicular access to the site would be provided via an existing site driveway on Motor Avenue, as well as a proposed new site driveway on National Boulevard. Construction and occupancy of the proposed project is planned to be completed by year 2016.

**DISCUSSION AND FINDINGS**

Trip Generation

The project is expected to create a net increase of 664 daily trips, an increase of 556 net new a.m. peak hour trips and an increase of 306 net new p.m. peak hour trips. The trip generation estimates are based on rates from Appendix "A" of the WLA TIMP and formulas published by the Institute of Transportation Engineers (ITE) Trip Generation, 9th Edition, 2012. A copy of the study report trip generation table (Table 7-1) is provided as **Attachment "A"** to this report.

Traffic Impacts

Based on DOT's traffic impact criteria<sup>1</sup>, the proposed project is not expected to impose a significant level traffic impact at any of the twenty-two (22) intersections that were identified for detailed analysis. A

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<sup>1</sup> Per the DOT Traffic Study Policies and Procedures, a significant impact is identified as an increase in the Critical Movement Analysis (CMA) value, due to project related traffic, of 0.01 or more when the final ("with project") Level of Service (LOS) is LOS E or F; an increase of 0.020 or more when the final LOS is LOS D; or an increase of 0.040 or more when the final LOS is LOS C.

copy of the study summary of volume to capacity ratios and levels of service table (Table 9-1) is provided as **Attachment "B"** to this report.

#### Congestion Management Program (CMP)

The traffic study included a mainline freeway segments, arterial monitoring stations and, regional transit system review that was prepared in accordance with the state mandated Congestion Management Program (CMP). According to this review, the project would not generate a significant impact traffic condition on any of the freeway mainline segments, at any of the arterial monitoring stations or to any of the regional transit services in the area surrounding the project. A copy of the study report CMP analysis chapter (Chapter 10) is provided as **Attachment "C"** to this report.

### **PROJECT REQUIREMENTS**

In response to the findings of the traffic impact study, DOT recommends that the following project requirements be adopted as conditions of project approval.

#### **A. Traffic Study Review Fee**

Pursuant to Ordinance No. 183270 amending Section 19.15 of Article 9 of Chapter 1 of the LAMC, a traffic study review fee, in the amount of \$12,280.00 (for 22 study intersections), shall be rendered by the project. The applicant submitted payment of this fee to DOT on September 3, 2015.

#### **B. Covenant and Agreement**

Pursuant to Section 4.B of the WLA TIMP, the owner(s) of the property must sign and record a Covenant and Agreement prior to issuance of any building permit, acknowledging the contents and limitations of this Specific Plan in a form designed to run with the land.

#### **C. Traffic Management Plan and Monitoring Program (TMP&MP)**

In order to address potential circulation and queuing impacts to the local street network in the immediate area surrounding the project, DOT recommends that a Traffic Management Plan and Monitoring Program be implemented by the project.

Specific components of the TMP&MP should include, but not limited to, the following:

- A site plan showing the drop-off/pick-up operation and designated student drop-off/pick-up area.
  - Drop-off and pick-up operations to be monitored by staff and or parents associated with the school in order to assist with the students loading and unloading activities and safe and orderly movement of school traffic queue on-site.
  - Implementation of staggered arrival (drop-off) / departure (pick-up) times (in order to minimize potential excessive queuing conditions, as discussed in the project study report).
  - The parking and student drop-off/pick-up operations to be included in the school policies with these policies communicated to faculty, staff, students and parents at the beginning of each school year and be reinforced throughout the school year
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- Appointing of an overall school TMP coordinator for the program (with available contact information); appointing parent coordinators for each class and; distributing literature explaining the program.
- Implementation of trip reduction strategies, such as promote carpooling, walking, biking, and using public transportation

An annual review and reporting of the TMP should be conducted for a minimum of five (5) years. Included in the review should be a reporting of all incidents of excessive queuing (into project adjacent roadways) and any other concerns directed to the TMP coordinator along with the respective action taken to address said concern(s). If, within the 5-year review period it is determined that specific queuing or other impact issues persist, the review period should be extended for an additional year annually. If the school is unable to maintain its ingress traffic entirely on-site, a reduction in allowable enrollment should be considered.

The full TMP should be submitted to DOT and the Department of City Planning for review and approval prior to the issuance of any certificate of occupancy

**D. Site Access and Internal Circulation**

The proposed project conceptual site plan is acceptable to DOT however, the review of this study does not constitute approval of the project's driveways, internal circulation and parking scheme. Adverse traffic impacts could occur due to access and circulation issues. The applicant is advised to consult with DOT for driveway locations and specifications prior to the commencement of any architectural plans, as they may affect building design.

Final DOT approval shall be obtained prior to issuance of any building permits. This should be accomplished by submitting detailed site/driveway plans, at a scale of at least 1" = 40', separately to DOT's WLA/Coastal Development Review Section at 7166 West Manchester Avenue, Los Angeles 90045 as soon as possible but prior to submittal of building plans for plan check to the Department of Building and Safety.

In order to minimize and prevent last minute building design changes, it is highly imperative that the applicant, prior to the commencement of building or parking layout design efforts, contact DOT for driveway width and internal circulation requirements. This would ensure that such traffic flow considerations are designed and incorporated early into the building and parking layout plans to avoid any unnecessary time delays and potential costs associated with late design changes.

**E. Highway Dedication and Physical Street Improvements**

Pursuant to Section 4.E.2 of the WLA TIMP, and in order to mitigate potential access and circulation impacts, the applicant may be required to make highway dedications and improvements. The applicant shall consult the Bureau of Engineering (BOE) for any highway dedication or street widening requirements. These requirements must be guaranteed before the issuance of any building permit through the BOE B-permit process. Any constructed work required must be completed prior to the issuance of any certificate of occupancy to the satisfaction of DOT and the Bureau of Engineering.

**F. Construction Impacts**

DOT recommends that a construction work site traffic control plan be submitted to DOT's

Western District Office 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 construction related traffic be restricted to off-peak hours, as well as school off-peak hours when school is in session.

### **DOT Assessment Appeal Process**

Pursuant to Section 8.A of the WLA TIMP, an applicant or any other interested person adversely affected by the proposed project who disputes any determination made by DOT pursuant to this Ordinance may appeal to the General Manager of DOT. This appeal must be filed within a 15 day period following the applicant's receipt date of this letter of determination. The appeal shall set forth specifically the basis of the appeal and the reasons why the determination should be reversed or modified.

If you have any questions, please contact Sophia Fong at (213) 485-1062.

EG:EG

### Attachments

cc: Fifth Council District  
Sean Haeri, Mo Blorfroshan, DOT  
David Weintraub, DCP  
Mike Patonai, BOE  
David Shender, LLG Engineers, Inc

Table 7-1  
 PROJECT TRIP GENERATION [1]

05-Mar-14

LAND USE	SIZE	DAILY TRIP ENDS [2] VOLUMES	AM PEAK HOUR VOLUMES [2]			PM PEAK HOUR VOLUMES [2]		
			IN	OUT	TOTAL	IN	OUT	TOTAL
<b><u>Proposed Project</u></b>								
Charter School (6-12) [3][4]	840 Students	2,083	476	305	781	205	282	487
Less 15% Transit Use [5]		(312)	(71)	(46)	(117)	(31)	(42)	(73)
<b><u>Prior Use</u></b>								
Adult School [6]	(900) Students	(1,107)	(91)	(17)	(108)	(68)	(40)	(108)
<b>NET INCREASE</b>		<b>664</b>	<b>314</b>	<b>242</b>	<b>556</b>	<b>106</b>	<b>200</b>	<b>306</b>

- [1] Sources: ITE "Trip Generation", 9th Edition, 2012;  
 West Los Angeles Transportation Improvement and Mitigation Specific Plan (TIMP).
- [2] Trips are one-way traffic movements, entering or leaving.
- [3] ITE Land Use Code 536 (Private School K-12) trip generation average rates per number of students.
  - Daily Trip Rate: 2.48 trips/student; 50% inbound and 50% outbound
  - PM Peak Hour Trip Rate: 0.58 trips/student; 42% inbound/58% outbound
  - AM Peak Hour directional distribution 61% inbound/39% outbound
- [4] West Los Angeles TIMP Schools (a.m. rates) - Private School per student.
  - AM Peak Hour Trip Rate: 0.93 trips/student
- [5] A 15% transit use reduction applied based on the project site location within 1/3 mile of the Expo Line Palms station.
- [6] ITE Land Use Code 540 (Junior/Community College) trip generation average rates per number of students.
  - Daily Trip Rate: 1.23 trips/student; 50% inbound and 50% outbound
  - AM Peak Hour Trip Rate: 0.12 trips/student; 84% inbound/16% outbound
  - PM Peak Hour Trip Rate: 0.12 trips/student; 63% inbound/37% outbound

Table 9-1  
SUMMARY OF VOLUME TO CAPACITY RATIOS  
AND LEVELS OF SERVICE  
AM AND PM PEAK HOURS

09-Nov-15

NO.	INTERSECTION	PEAK HOUR	[1] YEAR 2015 EXISTING		[2]				[3] YEAR 2016 FUTURE PRE- PROJECT		[4] YEAR 2016 FUTURE WITH PROJECT			
			V/C	LOS	YEAR 2015 W/ PROJECT V/C	LOS	CHANGE V/C [(2)-(1)]	SIGNIF. IMPACT	V/C	LOS	V/C	LOS	CHANGE V/C [(4)-(3)]	SIGNIF. IMPACT
1	Sepulveda Boulevard / National Boulevard	AM	0.890	D	0.899	D	0.009	NO	0.916	E	0.925	E	0.009	NO
		PM	0.870	D	0.872	D	0.002	NO	0.911	E	0.912	E	0.001	NO
2	Sepulveda Boulevard / Palms Boulevard	AM	0.798	C	0.801	D	0.003	NO	0.828	D	0.831	D	0.003	NO
		PM	0.704	C	0.711	C	0.007	NO	0.753	C	0.760	C	0.007	NO
3	Westwood Boulevard / National Boulevard	AM	0.687	B	0.695	B	0.008	NO	0.707	C	0.716	C	0.009	NO
		PM	0.621	B	0.628	B	0.007	NO	0.654	B	0.661	B	0.007	NO
4	Overland Avenue / Pico Boulevard	AM	0.976	E	0.984	E	0.008	NO	1.003	F	1.011	F	0.008	NO
		PM	0.880	D	0.885	D	0.005	NO	0.929	E	0.935	E	0.006	NO
5	Overland Avenue / I-10 WB On-Off Ramp - National Boulevard	AM	1.261	F	1.268	F	0.007	NO	1.275	F	1.283	F	0.008	NO
		PM	1.028	F	1.035	F	0.007	NO	1.040	F	1.046	F	0.006	NO
6	Overland Avenue / I-10 EB On-Ramp	AM	0.666	B	0.666	B	0.000	NO	0.677	B	0.677	B	0.000	NO
		PM	0.499	A	0.499	A	0.000	NO	0.507	A	0.507	A	0.000	NO
7	Overland Avenue / National Place - National Boulevard	AM	0.775	C	0.793	C	0.018	NO	0.815	D	0.833	D	0.018	NO
		PM	0.734	C	0.745	C	0.011	NO	0.776	C	0.787	C	0.011	NO
8	Overland Avenue / Palms Boulevard	AM	0.878	D	0.887	D	0.009	NO	0.897	D	0.906	E	0.009	NO
		PM	0.843	D	0.854	D	0.011	NO	0.866	D	0.877	D	0.011	NO
9	Overland Avenue / Venice Boulevard	AM	0.941	E	0.950	E	0.009	NO	0.975	E	0.984	E	0.009	NO
		PM	0.791	C	0.796	C	0.005	NO	0.871	D	0.876	D	0.005	NO
10	I-10 EB Off-Ramp / National Boulevard	AM	0.685	B	0.685	B	0.000	NO	0.705	C	0.705	C	0.000	NO
		PM	0.389	A	0.389	A	0.000	NO	0.423	A	0.423	A	0.000	NO
11	National Boulevard - Mentone Avenue / Rose Avenue - National Boulevard	AM	0.258	A	0.258	A	0.000	NO	0.282	A	0.282	A	0.000	NO
		PM	0.272	A	0.281	A	0.009	NO	0.297	A	0.306	A	0.009	NO
12	Motor Avenue / Pico Boulevard	AM	0.771	C	0.760	C	-0.011	NO	0.782	C	0.771	C	-0.011	NO
		PM	0.699	B	0.705	C	0.006	NO	0.715	C	0.721	C	0.006	NO

Table 9-1 (Continued)  
 SUMMARY OF VOLUME TO CAPACITY RATIOS  
 AND LEVELS OF SERVICE  
 AM AND PM PEAK HOURS

09-Nov-15

NO.	INTERSECTION	PEAK HOUR	[1] YEAR 2015 EXISTING		[2]				[3] YEAR 2016 FUTURE PRE-PROJECT		[4] YEAR 2016 FUTURE WITH PROJECT			
			V/C	LOS	YEAR 2015 EXISTING W/ PROJECT V/C	LOS	CHANGE V/C [(2)-(1)]	SIGNIF. IMPACT	V/C	LOS	V/C	LOS	CHANGE V/C [(4)-(3)]	SIGNIF. IMPACT
13	Motor Avenue / Manning Avenue	AM	0.593	A	0.616	B	0.023	NO	0.601	B	0.624	B	0.023	NO
		PM	0.476	A	0.495	A	0.019	NO	0.482	A	0.501	A	0.019	NO
14	Motor Avenue / National Boulevard	AM	0.466	A	0.491	A	0.025	NO	0.492	A	0.516	A	0.024	NO
		PM	0.539	A	0.547	A	0.008	NO	0.567	A	0.574	A	0.007	NO
15	Motor Avenue / Palms Boulevard	AM	0.690	B	0.725	C	0.035	NO	0.720	C	0.756	C	0.036	NO
		PM	0.720	C	0.735	C	0.015	NO	0.753	C	0.768	C	0.015	NO
16	Motor Avenue / Tabor Street	AM	0.574	A	0.597	A	0.023	NO	0.592	A	0.615	B	0.023	NO
		PM	0.407	A	0.421	A	0.014	NO	0.429	A	0.443	A	0.014	NO
17	Motor Avenue / Regent Street	AM	0.480	A	0.502	A	0.022	NO	0.497	A	0.519	A	0.022	NO
		PM	0.413	A	0.425	A	0.012	NO	0.435	A	0.447	A	0.012	NO
18	Motor Avenue / Venice Boulevard	AM	0.720	C	0.741	C	0.021	NO	0.765	C	0.786	C	0.021	NO
		PM	0.522	A	0.529	A	0.007	NO	0.603	B	0.611	B	0.008	NO
19	Motor Avenue / Washington Boulevard	AM	0.661	B	0.668	B	0.007	NO	0.681	B	0.689	B	0.008	NO
		PM	0.495	A	0.501	A	0.006	NO	0.532	A	0.539	A	0.007	NO
20	Palms Boulevard - National Boulevard / National Boulevard - Exposition Boulevard	AM	0.675	B	0.706	C	0.031	NO	0.611	B	0.667	B	0.056	NO
		PM	0.522	A	0.543	A	0.021	NO	0.567	A	0.597	A	0.030	NO
21	National Boulevard / I-10 WB Off-Ramp - Manning Avenue	AM	0.762	C	0.777	C	0.015	NO	0.782	C	0.797	C	0.015	NO
		PM	0.665	B	0.681	B	0.016	NO	0.700	B	0.716	C	0.016	NO
22	Castle Heights Avenue / National Boulevard	AM	0.863	D	0.869	D	0.006	NO	0.875	D	0.881	D	0.006	NO
		PM	0.711	C	0.718	C	0.007	NO	0.737	C	0.745	C	0.008	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

## 10.0 CONGESTION MANAGEMENT PROGRAM TRAFFIC IMPACT ASSESSMENT

The Congestion Management Program (CMP) is a state-mandated program that was enacted by the California State Legislature with the passage of Proposition 111 in 1990. The program is intended to address the impact of local growth on the regional transportation system.

As required by the 2010 Congestion Management Program for Los Angeles County, a Traffic Impact Assessment (TIA) has been prepared to determine the potential impacts on designated monitoring locations on the CMP highway system. The analysis has been prepared in accordance with procedures outlined in the *2010 Congestion Management Program for Los Angeles County*, County of Los Angeles Metropolitan Transportation Authority, 2010.

According to Section D.9.1 (Appendix D, page D-6) of the 2010 CMP manual, the criteria for determining a significant transportation impact is listed below:

“A significant transportation impact occurs when the proposed project increases traffic demand on a CMP facility by 2% of capacity ( $V/C \geq 0.02$ ), causing or worsening LOS F ( $V/C > 1.00$ ).”

The CMP impact criteria apply for analysis of both intersection and freeway monitoring locations.

### 10.1 Intersections

The following CMP intersection monitoring locations in the project vicinity have been identified:

- | <u>CMP Station</u> | <u>Intersection</u>                     |
|--------------------|---|
| No. 15             | Overland Avenue / Venice Boulevard      |
| No. 71             | La Cienega Boulevard / Venice Boulevard |

The CMP TIA guidelines require that intersection monitoring locations must be examined if the proposed project will add 50 or more trips during either the AM or PM weekday peak hours. As shown in *Figures 7-3 and 7-4*, the proposed project will not add 50 or more trips during either the AM or PM weekday peak hours (i.e., of adjacent street traffic) at the CMP monitoring intersections in the project vicinity, which is stated in the CMP manual as the threshold criteria for a traffic impact assessment. Therefore, no further review of potential impacts to intersection monitoring locations that are part of the CMP highway system is required.



## 10.2 Freeways

The following CMP freeway monitoring location has been identified in the project vicinity:

- | <u>CMP Station</u> | <u>Location</u>                      |
|--------------------|--------------------------------------|
| No. 1011           | I-10 Freeway east of Overland Avenue |

The CMP TIA guidelines require that freeway monitoring locations must be examined if the proposed project will add 150 or more trips (in either direction) during either the AM or PM weekday peak periods. The proposed project will not add 150 or more trips (in either direction) during either the AM or PM weekday peak hours to CMP freeway monitoring locations which is the threshold for preparing a traffic impact assessment, as stated in the CMP manual. Therefore, no further review of potential impacts to freeway monitoring locations that are part of the CMP highway system is required

## 10.3 Transit Impact Review

As required by the *2010 Congestion Management Program for Los Angeles County*, a review has been made of the potential impacts of the project on transit service. As discussed in Subsection 4.5 herein, existing transit service is provided in the vicinity of the proposed City Charter School project.

The project trip generation, as shown in *Table 7-1*, was adjusted by values set forth in the CMP (i.e., person trips equal 1.4 times vehicle trips, and transit trips equal 3.5 percent of the total person trips) to estimate transit trip generation. Pursuant to the CMP guidelines, the proposed project is forecast to generate demand for 17 transit trips during the AM peak hour and 3 transit trips during the PM peak hour. Over a 24-hour period, the proposed project is forecast to generate demand for 47 daily transit trips. Therefore, the calculations are as follows:

- AM Peak Hour =  $556 \times 1.4 \times 0.035 = 28$  Transit Trips
- PM Peak Hour =  $306 \times 1.4 \times 0.035 = 15$  Transit Trips
- Daily Trips =  $664 \times 1.4 \times 0.035 = 33$  Transit Trips

As shown in *Table 4-1*, six transit lines and routes are provided adjacent to or in close proximity the project site. As outlined in *Table 4-1*, under the “No. of Buses/Trains During Peak Hour” column, these six transit lines provide services for an average of (i.e., average of the directional number of transit vehicles during the peak hours) generally 36 transit vehicles during the AM peak hour and roughly 36 transit vehicles during the PM peak hour. Therefore, based on the above calculated AM and PM peak hour trips, this would correspond to an insignificant number of additional transit riders. It is anticipated that the existing transit service in the project area will adequately accommodate the increase of project-generated transit trips. Thus, given the low number of project-generated transit trips per transit vehicle, no project impacts on existing or future transit services in the project area are expected to occur as a result of the proposed project.