

## Appendix G.4.1 LADOT Traffic Analysis Approval Letter

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

3700-3701 Coldwater Canyon Avenue  
DOT Case No. SFV-11-072

Date: March 26, 2013

To: Nicholas Hendricks, City Planner  
Department of City Planning



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

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

The Department of Transportation (DOT) has completed the traffic impact assessment for the proposed Harvard-Westlake School Parking Improvement Plan located at 3701 Coldwater Canyon Avenue in the Studio City area of the City of Los Angeles. This traffic assessment is based on a traffic study prepared by Linscott Law & Greenspan Engineers on October 30, 2012. DOT has determined that the traffic study adequately describes all projected transportation impacts associated with the construction of the proposed development that fall within the City of Los Angeles.

**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 or faculty is being proposed as part of this project. DOT does not typically comment on construction related project impacts since they are considered temporarily impacts. During construction the proposed project will generate 13 AM Peak hour trips and 13 PM Peak hour trips as shown in Table 1 below. The build-out year for the project is expected to be in the year 2016.

**Table 1: Project Construction Trip Generation Estimates**

Phase	Daily Trips	AM Peak Hour Trips			PM Peak Hour Trips		
		IN	OUT	TOTAL	IN	OUT	TOTAL
<b>Export Phase</b>							
Construction Workers	40	2	0	2	0	2	2
Trucks	100	5	5	10	5	5	10
PCE (2.0)	200	10	10	20	10	10	20
<b>Construction Phase</b>							
Construction Workers	90	5	0	5	0	5	5
Trucks	44	2	2	4	2	2	4
PCE (2.0)	88	4	4	8	4	4	8
<b>Phase Subtotal (PCE Adjusted)</b>	<b>178</b>	<b>9</b>	<b>4</b>	<b>13</b>	<b>4</b>	<b>9</b>	<b>13</b>

The traffic study reviewed five intersections for traffic impacts during construction. DOT's policy on significant transportation impact thresholds is summarized in Table 2 below. DOT has concluded that the proposed project will not produce a significant transportation impact at any of the studied intersections during construction. These findings are summarized in Table 3, which shows the existing, projected, and project-related volume-to-capacity ratios and levels of service at the study intersections.

**Table 2: 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	$\geq 0.040$
D	between 0.801 and 0.900	$\geq 0.020$
E and F	$\geq 0.901$	$\geq 0.010$

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's East Valley 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, 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.

In addition to the above highway widening and dedication, the school has offered to provide the following voluntary roadway striping improvement:

Add a second southbound lane on Coldwater Canyon Avenue from Ventura Boulevard to the northerly edge of the school. By restricting street parking between 7-10AM on Coldwater Canyon Avenue between Ventura Boulevard and Van Noord Avenue, the southbound curb lane would be available as a second through lane connecting with the two southbound lanes proposed at the project site. This voluntary improvement is not required to be implemented as part of this project. DOT's East Valley District Office has reviewed the proposed improvement and has initially concluded that some widening would be required in order to provide two southbound lanes but keeping the parking lane. Parking restrictions during morning peak hours is not a viable option. A full size plan must be submitted to Mike Naini from DOT's B-Permit Section, (213) 928-9668 for further review and approval.

### **C. Site Access and Internal Circulation**

Vehicular access to the existing campus is presently 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.

### **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.

Pursuant to City Ordinance 180542, effective March 27, 2009, application fees are required for all DOT-related condition clearances and permit issuance activities for private development projects within the city, and must be received by DOT prior to the issuance of any approval, clearance or sign-off. A copy of this ordinance is available upon request.

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

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

**Table 3: Summary of Volume to Capacity Ratios (v/c) and Levels of Service (LOS)**

Harvard-Westlake School, Parking Improvement Plan  
3701 Coldwater Canyon Avenue

Intersection	Peak Hour	Year 2012 Existing		Year 2016 without Project		Year 2016 with Project		Project Impact
		v/c	LOS	v/c	LOS	v/c	LOS	Δ v/c
Coldwater Cyn. Av/ US 101 NB Ramps	AM	0.504	A	0.589	A	0.592	A	0.003
	PM	0.492	A	0.552	A	0.554	A	0.002
Coldwater Cyn. Av/ US 101 SB Ramps	AM	0.562	A	0.628	B	0.635	B	0.007
	PM	0.576	A	0.645	B	0.648	B	0.003
Coldwater Cyn. Av/ Moorpark St.	AM	0.689	B	0.767	C	0.770	C	0.003
	PM	0.880	D	0.982	E	0.986	E	0.004
Coldwater Cyn. Av/ Ventura Bl.	AM	0.776	C	0.874	D	0.878	D	0.004
	PM	0.877	D	0.984	E	0.988	E	0.004
Coldwater Cyn. Av/ Harvard-Westlake Dwy	AM	0.761	C	0.863	D	0.851	D	0.015
	PM	0.951	E	1.040	F	1.048	F	0.008