


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

20401 Ventura Boulevard  
DOT Case No. VEN20-109574  
DOT Project ID No. 49766

Date: May 6, 2020

To: Courtney Schoenwald, City Planner  
Department of City Planning

From:   
Vicente Cordero, Transportation Engineer  
Department of Transportation

Subject: **REVISED CEQA TRAFFIC IMPACT ASSESSMENT FOR A HOTEL  
PROJECT AT 20401 VENTURA BOULEVARD**

The Department of Transportation (DOT) has completed its traffic assessment review for the proposed hotel project at 20401 Ventura Boulevard in the Woodland Hills Community Plan Area of the City of Los Angeles. This traffic analysis is based on a Vehicle Miles Traveled (VMT) transportation assessment report prepared by Linscott Law and Greenspan Engineers, dated April 16, 2020. DOT had previously issued a revised traffic assessment report dated April 9, 2019, to the Department of City Planning (DCP), where no significant traffic impacts were identified in the review of the level of service analysis. Also, after the releasing of this report, on July 30, 2019, according to Senate Bill (SB) 743 and the recent changes to Section 15064.3 of the State's California Environmental Quality Act (CEQA) Guidelines, the City of Los Angeles adopted vehicle miles traveled (VMT) as the criteria by which to determine transportation impacts under CEQA. The purpose of this assessment is to evaluate traffic-related CEQA impacts per the thresholds established in LADOT's Transportation Assessment Guidelines (TAG). Please replace the previous DOT assessment letter dated April 9, 2019, in its entirety, with this report.

**DISCUSSION AND FINDINGS**

**A. Project Description**

The project proposes to construct a new 149 room hotel, and demolish an existing 9,571 square-foot restaurant located at 20401 Ventura Boulevard.

**B. CEQA Screening Thresholds**

A trip generation analysis was conducted to determine if the project would exceed the net 250 daily vehicle trips screening threshold. Using the City of Los Angeles VMT Calculator tool, which draws upon trip rate estimates published in the Institute of Transportation Engineers' (ITE's) Trip Generation, 9<sup>th</sup> Edition manual as well as applying trip generation adjustments when applicable, based on sociodemographic data and the built environment factors of the project's surroundings, it was determined that the project does not exceed the net 250 daily vehicle trips threshold. Therefore, a VMT analysis was not required and it is concluded that implementation of the project would not result in a significant Work VMT per Employee impact. A copy of the VMT calculator screening pages are provided as **Attachments A and B**.

Additionally, the traffic analysis included further discussion of the following transportation impact thresholds:

**1. Threshold T-1:** Conflicting with City's plans, programs, ordinances, or policies.

The transportation assessment evaluated the proposed project for conformance with the adopted City's transportation plans and policies for all travel modes. It was determined by the applicant that the proposed project does not obstruct or conflict with the City development policies and standards for the transportation system. Therefore, no significant transportation impact was determined for this threshold.

**2. Threshold T-2.1:** Causing a substantial vehicle mile traveled (VMT).

Using the VMT calculator, the assessment determined that the project would not have a significant transportation impact under this threshold. The proposed project would generate a -32 net decrease in daily vehicle trips (1,021- 1,053).

**3. Threshold T-3:** Substantially increasing hazards due to a geometric design feature or incompatible use.

The project would not substantially increase hazards due to a geometric design. The north side of the Ventura Boulevard currently consists of a 60-foot half right-of-way, and the applicant shall not dedicate land along the entire proposed project frontage on Ventura Boulevard. The project is proposing new driveways to the property from the public right-of-way. The location of the project driveways will be according to the DOT's standards, internal circulation, drop up, and pick up guests.

**C. CEQA Transportation Analysis**

On July 30, 2019, pursuant to SB 743 and the recent changes to Section 15064.3 of the State's California Environmental Quality Act (CEQA) Guidelines, the City of Los Angeles adopted VMT as criteria in determining transportation impacts under CEQA. The new DOT TAG provide instructions on preparing transportation assessments for land use proposals and defines the significant impact thresholds.

The DOT VMT Calculator tool measures project impact in terms of Household VMT per Capita, and Work VMT per Employee. DOT identified distinct thresholds for significant VMT impacts for each of the seven Area Planning Commission (APC) areas in the City. For the South Valley APC area, in which the project is located, the following thresholds have been established:

- Household VMT per Capita: 9.4
- Work VMT per Employee: 11.6

This project does not exceed the 250 daily vehicle trip threshold. Also, the VMT generated by this project (Household VMT per Capita and Work VMT per employee) are not applicable for this project

and are not exceeding 15% below the existing average Household VMT per capita and Work VMT's for the Area Planning Commission (APC) South Valley of 9.4 and 11.6 for Household and Work VMT's respectively. Therefore, the project would not result in a significant transportation impact on VMT.

**D. Access and Circulation**

During preparation of the new CEQA guidelines, the State's Office of Planning and Research stressed that lead agencies can continue to apply traditional operational analysis requirements to inform land use decisions provided that such analyses were outside of the CEQA process. The authority for requiring non-CEQA transportation analysis and requiring improvements to address potential circulation deficiencies, lies in the City of Los Angeles' Site Plan Review authority as established in Section 16.05 of the LAMC. Therefore, DOT continues to require and review a project's site access, circulation, and operational plan to determine if any access enhancements, transit amenities, intersection improvements, traffic signal upgrades, neighborhood traffic calming, or other improvements are needed. In accordance with this authority, the project has already completed a circulation analysis using a "level of service" screening methodology that indicates that the trips generated by the proposed development will not likely result in adverse circulation conditions at the study intersections analyzed in DOT's previous letter dated April 9, 2019, shown in **Attachment C**.

## **PROJECT REQUIREMENTS**

**A. Highway Dedication and Improvements**

According to Section 10 of the Specific Plan, the applicant shall make certain street and highway dedications and improvements to the satisfaction of DOT and the Department of Public Works, Bureau of Engineering.

Ventura Boulevard is a designated Boulevard II in the Street and Highways Element of the City's Mobility Plan. The north side of the Ventura Boulevard currently consists of a 60-foot half right-of-way with a 47-foot half roadway and a 13-foot sidewalk. The standard cross-section for Boulevard II is a 55-foot half right-of-way with a 40-foot half roadway and a 15-foot sidewalk. The applicant shall not dedicate land along the entire proposed project frontage on Ventura Boulevard.

The applicant should contact the Bureau of Engineering, Department of Public Works to determine any other required street improvements. All required street improvements shall be guaranteed through the B-permit process of BOE before the issuance of any building permit for this project.

**B. TDM Ordinance Requirements**

The TDM Ordinance (LAMC 12.26 J) is currently being updated. The updated ordinance, which is currently progressing through the City's approval process, will:

- Expand the reach and application of TDM strategies to more land uses and neighborhoods,
- Rely on a broader range of strategies that can be updated to keep pace with technology, and
- Provide flexibility for developments and communities to choose strategies that work best for their neighborhood context.

Although not yet adopted, DOT recommends that the applicant be subject to the terms of the proposed TDM Ordinance update expected in 2020. The updated ordinance is expected to be completed prior to the anticipated construction of this project, if approved.

**C. Construction Impacts**

DOT recommends that a construction worksite temporary traffic control to be submitted DOT’s Citywide Temporary Traffic Control Section for review and approval before 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 to the extent possible.

**D. Project Impact Assessment (PIA) Fee**

According to Section 11 of the Ventura/Cahuenga Boulevard Corridor Specific Plan, the applicant shall pay or guarantee to pay a PIA Fee to DOT before the issuance of any building permit. The gross PIA Fee for this project is calculated below and can be paid in either a single payment or through a deferred payment plan. The gross PIA Fee has been reduced based upon evidence provided by the applicant that a legally permitted use existed for a minimum of one year between November 9, 1985, and the date of this letter. The PIA Fee shall be indexed annually; therefore, the PIA Fee may change depending on the actual date when payment is made.

**Proposed Land Use (PIA Fee in Woodland Hills)**

<u>Hotel</u> Floor Area	=	83,294 square-feet
PIA Fee Rate (Category B)	=	\$2.13 per square-foot of floor area
	=	83,294 x \$2.13
<b>Proposed Project PIA Fee</b>	=	<b>\$177,416.22</b>

**Existing Land Use (PIA Fee in Woodland Hills)**

<u>Restaurant</u> Floor Area	=	9,571 square-feet
PIA Fee Rate (Category D)	=	\$4.39 per square-foot of floor area
	=	9,571 x \$4.39
<b>PIA Fee Credit</b>	=	<b>\$42,016.69</b>
	=	<b>\$177,416.22 - \$42,016.69</b>
 <b>Net PIA Fee</b>	=	 <b><u>\$135,399.53</u></b>

**E. Project Access and Circulation**

The review of this study does not constitute approval of the driveway dimensions, access, and circulation scheme. Final DOT approval shall be obtained before to the issuance of any building permits. This should be accomplished by submitting detailed site and driveway plans with a minimum scale of 1"=40', to DOT's Valley Development Review Section at 6262 Van Nuys Boulevard, Suite 320, Van Nuys, CA 91401. To minimize and prevent last-minute building design changes, the applicant should contact DOT for driveway width and internal design.

If you have any questions, please contact me or Albert Isagulian of my staff at (818) 374-4699.

**Attachments**

File/20401VenturaBlvdVMT.doc

c: Elizabeth Ene, Council District 3  
Michelle Levy, City Planning  
Ken Firoozmand, DOT West Valley District  
B. J. Soni, DOT Accounting  
Ali Nahass, BOE Valley District  
Quyên Phan, BOE Land Development Group  
Jason A. Shender, Linscott Law & Greenspan Engineers



# Attachment A

## CITY OF LOS ANGELES VMT CALCULATOR Version 1.2



### Project Information

**Project:** Hotel  
**Scenario:** Proposed Hotel  
**Address:** 20401 W VENTURA BLVD, 91364



**Proposed Project Land Use Type:** Housing | Hotel  
**Value:** 149  
**Unit:** Rooms

### TDM Strategies

Select each section to show individual strategies.  
 Use  to denote if the TDM strategy is part of the proposed project or a mitigation strategy.

	Proposed Project	No	With Mitigation
<b>Max Home Based TDM Achieved?</b>	<input type="checkbox"/>	No	No
<b>Max Work Based TDM Achieved?</b>	<input type="checkbox"/>	No	No
<b>A Parking</b>			
Reduce Parking Supply	<input type="checkbox"/> Proposed Prj <input type="checkbox"/> Mitigation	100	city code parking provision for the project site
Unbundle Parking	<input type="checkbox"/> Proposed Prj <input type="checkbox"/> Mitigation	74	actual parking provision for the project site
Parking Cash-Out	<input type="checkbox"/> Proposed Prj <input type="checkbox"/> Mitigation	150	monthly parking cost (dollar) for the project site
Price Workplace Parking	<input type="checkbox"/> Proposed Prj <input type="checkbox"/> Mitigation	50	percent of employees eligible
Residential Area Parking Permits	<input type="checkbox"/> Proposed Prj <input type="checkbox"/> Mitigation	6.00	daily parking charge (dollar)
		25	percent of employees subject to priced parking
		200	cost (dollar) of annual permit

- B Transit**
- E Education & Encouragement**
- F Commute Trip Reductions**
- G Shared Mobility**
- H Bicycle Infrastructure**
- I Neighborhood Enhancement**

### Analysis Results

Proposed Project	With Mitigation
1,021 Daily Vehicle Trips	1,021 Daily Vehicle Trips
8,930 Daily VMT	8,930 Daily VMT
N/A Household VMT per Capita	N/A Household VMT per Capita
N/A "Work VMT" per Employee	N/A Work VMT per Employee

### Significant VMT Impact?

<b>Household:</b> N/A Threshold = 9.4 15% Below APC	<b>Household:</b> N/A Threshold = 9.4 15% Below APC
<b>Work:</b> N/A Threshold = 11.6 15% Below APC	<b>Work:</b> N/A Threshold = 11.6 15% Below APC



# Attachment B

## CITY OF LOS ANGELES VMT CALCULATOR Version 1.2



*Project Screening Criteria: Is this project required to conduct a vehicle miles traveled analysis?*

### Project Information

Project:   
 Scenario:   
 Address:



### Existing Land Use

Land Use Type	Value	Unit
Retail   High-Turnover Sit-Down Restaurant	9.571	ksf
Retail   High-Turnover Sit-Down Restaurant	9.571	ksf

Click here to add a simple custom land use type (will be included in the above list)

### Proposed Project Land Use

Land Use Type	Value	Unit
Housing   Hotel	149	Rooms
Housing   Hotel	149	Rooms

Click here to add a simple custom land use type (will be included in the above list)

### Project Screening Summary

Existing Land Use	Proposed Project
1,053 Daily Vehicle Trips	1,021 Daily Vehicle Trips
9,624 Daily VMT	8,930 Daily VMT

#### Tier 1 Screening Criteria

Project will have less residential units compared to existing residential units & is within one-half mile of a fixed-rail station.

#### Tier 2 Screening Criteria

The net increase in daily trips < 250 trips  
Net Daily Trips **-32**

The net increase in daily VMT ≤ 0  
Net Daily VMT **-694**

The proposed project consists of only retail land uses ≤ 50,000 square feet total.  
ksf **0.000**

**The proposed project is not required to perform VMT analysis.**

**If the project is replacing an existing number of residential units with a smaller number of residential units, is the proposed project located within one-half mile of a fixed-rail or fixed-guideway transit station?**

Yes
  No

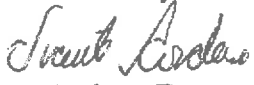


**CITY OF LOS ANGELES**  
INTER-DEPARTMENTAL CORRESPONDENCE

20401 Ventura Boulevard  
DOT Case No. VEN 19-107997  
DOT Project ID No. 48151

Date: April 9, 2019

To: Sarah Hounsell, City Planner  
Department of City Planning



From: Vicente Cordero, Transportation Engineer  
Department of Transportation

Subject: **REVISED TRAFFIC ASSESSMENT FOR THE PROPOSED HOTEL  
PROJECT AT 20401 VENTURA BOULEVARD**

Pursuant to the Ventura/Cahuenga Boulevard Corridor Specific Plan, Ordinance Number 174,052 (Specific Plan), the Department of Transportation (DOT) has completed the traffic assessment for the proposed hotel at 20401 Ventura Boulevard in the Woodland Hills area of the City of Los Angeles. This traffic assessment letter supersedes previous traffic assessment letter sent on August 22, 2016.

**DISCUSSION AND FINDINGS**

- A. Project Description  
The project proposes to construct a new 149 room hotel, and demolish an existing 9,571 square-foot restaurant located at 20401 Ventura Boulevard.
- B. Trip Generation  
The project is estimated to generate a net increase of approximately 29 daily trips, -34 trips during the a.m. peak hour, and 6 trips during the p.m. peak hour. These estimates were derived using trip generation rates from the Institute of Transportation Engineers (ITE) "Trip Generation Handbook, 10<sup>th</sup> Edition, 2017".

Land Use	Size	Daily Trips	AM Peak Hour Trips			PM Peak Hour Trips		
			In	Out	Total	In	Out	Total
<b>Proposed Project</b>								
Hotel	149 room	1,246	41	29	70	46	44	90
<b>Existing Use</b>								
Restaurant	9,571 sf	1,217	-57	-47	-104	-56	-38	-94
<b>Total Net Trips</b>		<b>29</b>	<b>-16</b>	<b>-18</b>	<b>-34</b>	<b>-10</b>	<b>6</b>	<b>-4</b>

**PROJECT REQUIREMENTS**

- A. Highway Dedication and Street Widening Requirements  
Pursuant to Section 10 of the Ventura/Cahuenga Boulevard Corridor Specific Plan, the applicant shall offer all required street and highway dedications and improvements to the satisfaction of DOT and the Department of Public Works, Bureau of Engineering.



Ventura Boulevard is a designated Boulevard II in the Street and Highways Element of the City’s Mobility Plan. The North side of the Ventura Boulevard currently consists of a 60-foot half right-of-way with a 47-foot half roadway and a 13-foot sidewalk. The standard cross section for Boulevard II is a 55-foot half right-of-way with a 40-foot half roadway and a 15-foot sidewalk. The applicant shall not dedicate a land along the entire proposed project frontage on Ventura Boulevard.

The applicant should contact Bureau of Engineering, Department of Public Works to determine any other required street improvements. All required street improvements shall be guaranteed through the B-permit process of BOE before the issuance of any building permit for this project.

**B. Project Impact Assessment (PIA) Fee**

Pursuant to Section 11 of the Ventura/Cahuenga Boulevard Corridor Specific Plan, the applicant shall pay or guarantee to pay a PIA Fee to DOT before the issuance of any building permit. The gross PIA Fee for this project is calculated below and can be paid in either a single payment or through a deferred payment plan. The gross PIA Fee has been reduced based upon evidence provided by the applicant that a legally permitted use existed for a minimum of one year between November 9, 1985 and the date of this letter. The PIA Fee shall be indexed annually; therefore, the PIA Fee may change depending on the actual date when payment is made.

**Proposed Land Use (PIA Fee in Woodland Hills):**

<u>Hotel</u> Floor Area	=	90,213 square-feet
PIA Fee Rate (Category B)	=	\$2.04 per square-foot of floor area
	=	90,213 x \$2.04
<b>Proposed Project PIA Fee</b>	=	<b>\$184,034.52</b>

**Existing Land Use (PIA Fee in Woodland Hills):**

<u>Restaurant</u> Floor Area	=	9,571 square-feet
PIA Fee Rate (Category D)	=	\$4.21 per square-foot of floor area
	=	9,571 x \$4.21
PIA Fee Credit	=	\$40,293.91
<b>Net PIA Fee</b>	=	<b>\$184,034.52-\$40,293.91</b>
		<b>\$143,740.61</b>

**C. Driveway Access and Circulation**

This determination does not include approval of the project’s driveways, internal circulation, or parking scheme. Final DOT approval shall be obtained prior to issuance of any building permits. This should be accomplished by submitting detailed site and driveway plans with a minimum scale of 1"=40', to DOT’s Valley Development Review Section at 6262 Van Nuys Boulevard, Suite 320, Van Nuys, CA 91401. All driveways should be 30 feet and 16 feet wide for two-way and one-way operations, respectively or to the satisfaction of DOT. All delivery truck loading and unloading should take place on site with no vehicles having to back into public right-of-way via any of the project driveways.

If you have any further questions, you may contact Albert Isagulian of my staff at (818) 374-4699.

Attachments

A: 20401VenturaBlvd.doc

c: Andrew Pennington, Third Council District  
Ken Firoozmand, DOT West Valley District  
B. J. Soni, DOT Accounting  
Ali Nahass, Bureau of Engineering Valley District  
Brad Rosenheim, Rosenheim & Associates, Inc.