

**DEPARTMENT OF TRANSPORTATION**

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March 27, 2006

SM101425  
SCH#2005022136

Mr. John A Swiecki  
Principal Planner  
City of Brisbane  
50 Park Place  
Brisbane, CA 94005

Dear Mr. Swiecki:

**BRISBANE BAYLANDS PHASE I SPECIFIC PLAN (CASE SP-1-06) – NOTICE OF PREPARATION**

Thank you for including the California Department of Transportation (Department) in the early stages of the environmental review process for the Brisbane Baylands Phase I Specific Plan project. The following comments are based on the Notice of Preparation.

***Traffic Analysis***

Please include the information detailed below in the Traffic Impact Study (TIS) to ensure that project-related impacts to State roadway facilities are thoroughly assessed. We encourage the City to coordinate preparation of the TIS with our office, and we would appreciate the opportunity to review the scope of work as this helps us identify critical traffic issues early in the environmental review process. The Department's "*Guide for the Preparation of Traffic Impact Studies*" should be reviewed prior to initiating any traffic analysis for the project; it is available at the following website:

<http://www.dot.ca.gov/hq/traffops/developserv/operationalsystems/reports/tisguide.pdf>

The Traffic Study should include:

1. Site plan clearly showing project access in relation to nearby state roadways. Ingress and egress for all project components should be clearly identified. State right-of-way (ROW) should be clearly identified.
2. Project-related trip generation, distribution, and assignment. The assumptions and methodologies used to develop this information should be detailed in the study, and should be supported with appropriate documentation.

3. Average Daily Traffic, AM and PM peak hour volumes and levels of service (LOS) on all significantly affected roadways, including crossroads and controlled intersections for existing, existing plus project, cumulative and cumulative plus project scenarios. Calculation of cumulative traffic volumes should consider all traffic-generating developments, both existing and future, that would affect study area roadways and intersections. *The analysis should clearly identify the project's contribution to area traffic and degradation to existing and cumulative levels of service. Lastly, the Department's LOS threshold, which is the transition between LOS C and D, and is explained in detail in the Guide for Traffic Studies, should be applied to all state facilities.*
4. Schematic illustration of traffic conditions including the project site and study area roadways, trip distribution percentages and volumes as well as intersection geometrics, i.e., lane configurations, for the scenarios described above.
5. The project site building potential as identified in the General Plan. The project's consistency with both the Circulation Element of the General Plan and the San Mateo County Congestion Management Agency's Congestion Management Plan should be evaluated.
6. *Mitigation should be identified for any roadway mainline section or intersection with insufficient capacity to maintain an acceptable LOS with the addition of project-related and/or cumulative traffic.* The project's fair share contribution, financing, scheduling, implementation responsibilities and lead agency monitoring should also be fully discussed for all proposed mitigation measures.
7. Special attention should be given to the following trip-reducing measures:
  - Encouraging mixed-use,
  - Maximizing density through offering bonuses and/or credits,
  - Coordinating with SamTrans, BART and Caltrain to increase transit/rail use by expanding routes and emphasizing express service to regional rail stations, and by providing bus shelters with seating at any future bus pullouts,
  - Providing transit information to all future project employees and patrons, and
  - Encouraging bicycle- and pedestrian-friendly design.

While the 2000 Highway Capacity Manual (HCM) may not be the preferred level of service methodology, it should be used for analyzing impacts to state facilities, particularly where previous analysis employing alternative methodologies has identified impacts. The residual level of service, assuming mitigation has been implemented, should also be analyzed with HCM 2000.

### ***Encroachment Permit***

Please be advised that work that encroaches onto the State ROW requires an encroachment permit that is issued by the Department. To apply, a completed encroachment permit application, environmental documentation, and five (5) sets of plans, clearly indicating State ROW, must be submitted to the address below. Traffic-related mitigation measures will be incorporated into the construction plans during the encroachment permit process.

See the following website link for more information:  
<http://www.dot.ca.gov/hq/traffops/developserv/permits/>

Sean Nozzari, District Office Chief  
Office of Permits  
California DOT, District 4  
P.O. Box 23660  
Oakland, CA 94623-0660

Please forward a copy of the environmental document, along with the Traffic Study, including Technical Appendices, and staff report to the address below as soon as they are available.

Patricia Maurice, Associate Transportation Planner  
Community Planning Office, Mail Station 10D  
California DOT, District 4  
P.O. Box 23660  
Oakland, CA 94623-0660

Please feel free to call or email Patricia Maurice of my staff at (510) 622-1644 or [patricia\\_maurice@dot.ca.gov](mailto:patricia_maurice@dot.ca.gov) with any questions regarding this letter.

Sincerely,



TIMOTHY C. SABLE  
District Branch Chief  
IGR/CEQA

c: Ms. Terry Roberts, State Clearinghouse