DEPARTMENT OF TRANSPORTATION
111 GRAND AVENUE
P. O. BOX 23660
OAKLAND, CA 94623-0660
PHONE (510) 286-5536
FAX (510) 286-5559
TTY 711

Flex your power!
Be energy efficient!

January 12, 2011

SM101425
SM-101-23.38/25.914
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. As the lead agency, the City of Brisbane (City) is responsible for all project mitigation, including any needed improvements to state highways. The project's fair share contribution, financing, scheduling, implementation responsibilities and lead agency monitoring should be fully discussed for all proposed mitigation measures. This information should also be presented in the Mitigation Monitoring and Reporting Plan of the environmental document. Required roadway improvements should be completed prior to issuance of the Certificate of Occupancy. Since an encroachment permit is required for work in the state right of way (ROW), and the Department will not issue a permit until our concerns are adequately addressed, we strongly recommend that the City work with both the applicant and the Department to ensure that our concerns are resolved during the environmental review process, and in any case prior to submittal of a permit application. Further comments will be provided during the encroachment permit process; see the end of this letter for more information regarding encroachment permits.

Cultural Resources

The project environmental document must include documentation of a current archaeological record search from the Northwest Information Center of the California Historical Resources Information System if construction activities are proposed within state ROW. Current record searches must be no more than five years old. The Department requires the records search, and if warranted, a cultural resource study by a qualified, professional archaeologist, to ensure compliance with California Environmental Quality Act (CEQA), Section 5024.5 of the

California Public Resources Code and Volume 2 of the Department's Standard Environmental Reference (http://ser.dot.ca,gov). These requirements, including applicable mitigation, must be fulfilled before an encroachment permit can be issued for project-related work in state ROW; these requirements also apply to National Environmental Policy Act (NEPA) documents when there is a federal action on a project. Work subject to these requirements includes, but is not limited to: lane widening, channelization, auxiliary lanes, and/or modification of existing features such as slopes, drainage features, curbs, sidewalks and driveways within or adjacent to state ROW.

Traffic Impact Study

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 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. Please note, the Department considers LOS by itself as an inadequate measure of effectiveness (MOE) for describing traffic operational conditions since it may actually mask a deficient condition on one or more approaches. As for intersection analysis the accepted MOEs used by the Department include flow (output), average control delay, queue (length or number of vehicles), and Volume/Capacity (V/C) ratio. For freeway and ramp operations, flow (output), speed, and travel time/delay are the accepted MOEs in addition to LOS.

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. Regardless of the alternative chosen, the Department encourages the City to locate any housing, jobs and neighborhood services near the Caltrain Station, T-Line Light Rail Stations, and future bus rapid transit stations with streets configured to facilitate walking and biking. Doing so will promote mass transit use and reduce regional vehicle miles traveled and traffic impacts on the state highways.

8. The City should include Travel Demand Management policies in the project (for example, lower parking ratios, car-sharing programs, transit passes, etc.) to encourage usage of nearby public transit lines.

9. In addition, secondary impacts on pedestrians and bicyclists resulting from any traffic impact mitigation measures should be analyzed. The analysis should describe any pedestrian and bicycle mitigation measures and safety countermeasures that would in turn be needed as a means of maintaining and improving access to transit facilities and reducing traffic impacts on state highways.

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 following address: Office of Permits, California DOT, District 4, P.O. Box 23660, Oakland, CA 94623-0660. 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/

Please forward at least one hard copy and one CD of the environmental document, along with the TIS, including Technical Appendices, and staff report to the following address as soon as they are available: Sandra Finegan, 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 Sandra Finegan of my staff at (510) 622-1644 or

Please feel free to call or email Sandra Finegan of my staff at (510) 622-1644 or sandra_finegan@dot.ca.gov with any questions regarding this letter.

Sincerely,

Becky Frank

BECKY FRANK
District Branch Chief
Federal Grants/Rail Coordination

c: State Clearinghouse