

## **APPENDIX F – TRIP GENERATION MEMORANDUM AND TRANSPORTATION STUDY ASSESSMENT FORM**



TO: Margo D. Conley; Banner SoCal Developer, LLC

FROM: Jonathan Sanchez, PE, TE, PTOE; CR Associates  
Phuong Nguyen, TE; CR Associates

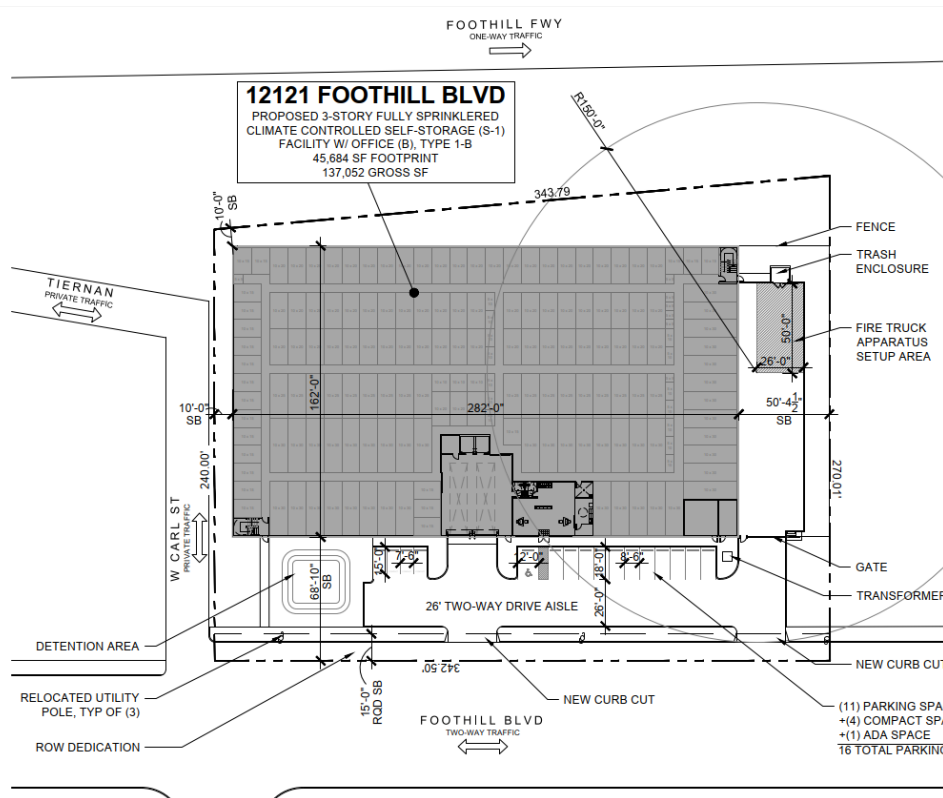
DATE: July 21, 2021

RE: **Sylmar Self-Storage – Trip Generation Memorandum**

The purpose of this technical memorandum is to document the trip generation associated with the Sylmar Self-Storage Project, including trip generation credits for the existing land uses.

### Project Description

The Proposed Project will construct a self-storage facility of up to 138,000 square-feet (gross) located at 12121 Foothill Boulevard, in the Sylmar neighborhood of the City of Los Angeles. The existing project site is occupied by a single-family residence and a construction materials yard. The figure below displays the proposed project site plan.

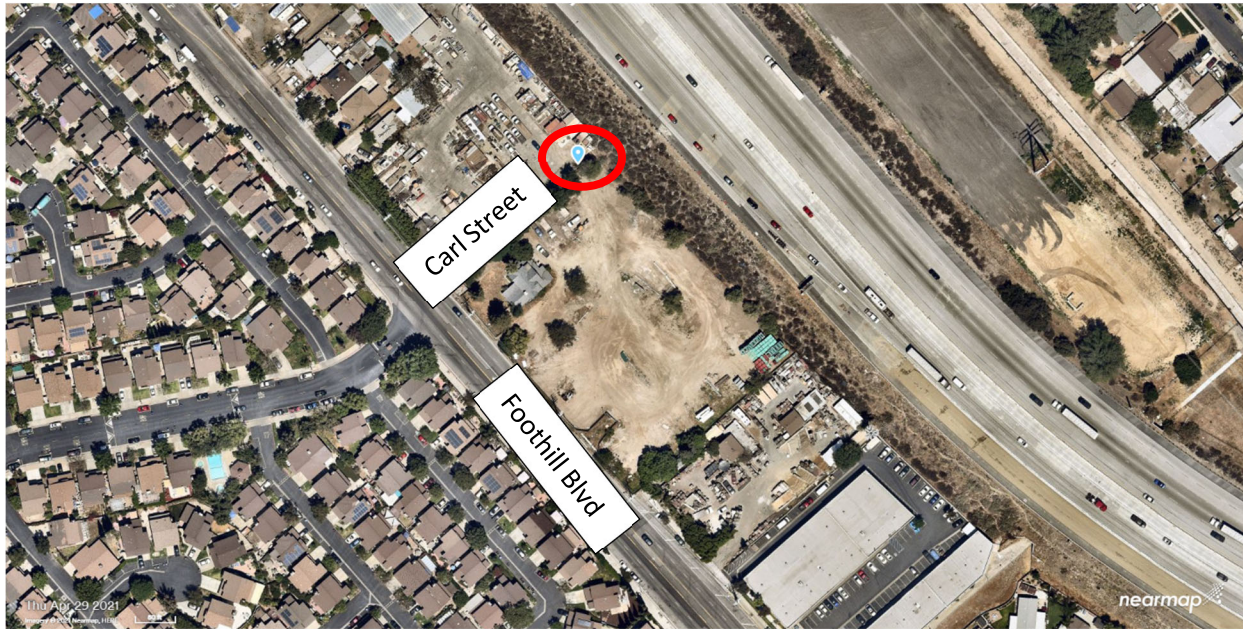


### Site Access

Access to the current land uses at the project site is provided via an existing driveway located off of Carl Street. However, the proposed project will close off the existing driveway and construct two new driveways off of Foothill Blvd.

### Trip Generation – Existing Land Use

The City of Los Angeles Transportation Assessment Guidelines (July 2020) requires that all projects calculate their anticipated trip generation using the *VMT Calculator (Version 1.3)*. Since the VMT Calculator does not have trip generation rates for the existing land uses, to determine the trip generation at the project site, three-day (3) driveway counts were conducted. The figure below displays the location of the driveway where counts were collected.



**Table 1** displays the daily trips observed on June 24, June 29, and June 30 at the project site. For a conservative analysis, it is assumed that the trips associated with the single-family residential are included in the traffic counts. Data collection worksheets are provided in **Attachment 1**.

**Table 1 Existing Project Site Trip Generation**

Day 1	Day 2	Day 3	Average
63 vehicles	102 vehicles	98 vehicles	88 vehicles

Based on the driveway counts, an average of 88 daily trips was calculated at the project site.

### Trip Generation – Net New Trips

Trip generation associated with the proposed self-storage facility was calculated using the VMT Calculator and is provided in Attachment 1. As shown in Attachment 1, the self-storage facility is anticipated to generate 329 daily vehicle trips, however, the existing land uses generate 88 daily vehicle trips. Therefore, the net new trips are 241. Per the analysis results of the VMT Calculator, the Proposed Project is not required to perform a VMT analysis.

# ATTACHMENT 1 – Data Collection & VMT Calculator Results



# Data Collection Worksheets



City: Los Angeles  
Location: 12121 Foothill Blvd, Carl St Driveway  
Date: Tuesday, June 29, 2021  
Count Type: Driveway

	Entering	Exiting	Total
0:00	0	0	0
0:15	0	0	0
0:30	0	0	0
0:45	0	0	0
1:00	0	0	0
1:15	0	0	0
1:30	0	0	0
1:45	0	0	0
2:00	0	0	0
2:15	0	0	0
2:30	0	0	0
2:45	0	0	0
3:00	0	0	0
3:15	0	0	0
3:30	0	0	0
3:45	0	0	0
4:00	0	0	0
4:15	0	0	0
4:30	0	0	0
4:45	0	0	0
5:00	0	0	0
5:15	0	0	0
5:30	0	0	0
5:45	0	0	0
6:00	1	0	1
6:15	0	0	0
6:30	0	0	0
6:45	0	0	0
7:00	3	1	4
7:15	0	0	0
7:30	0	0	0
7:45	0	0	0
8:00	0	0	0
8:15	0	0	0
8:30	0	0	0
8:45	0	0	0

Counts Unlimited, Inc.

PO Box 1178  
Corona, CA 92878  
(951) 268-6268



City: Los Angeles  
Location: 12121 Foothill Blvd, Carl St Driveway  
Date: Tuesday, June 29, 2021  
Count Type: Driveway

	Entering	Exiting	Total
9:00	0	0	0
9:15	0	0	0
9:30	1	1	2
9:45	0	0	0
10:00	0	0	0
10:15	0	1	1
10:30	0	0	0
10:45	1	0	1
11:00	0	0	0
11:15	0	1	1
11:30	0	1	1
11:45	0	1	1
12:00	0	0	0
12:15	0	0	0
12:30	0	0	0
12:45	6	6	12
13:00	6	6	12
13:15	10	11	21
13:30	0	0	0
13:45	1	0	1
14:00	0	1	1
14:15	0	0	0
14:30	0	0	0
14:45	0	0	0
15:00	0	0	0
15:15	0	0	0
15:30	0	0	0
15:45	0	0	0
16:00	0	0	0
16:15	0	0	0
16:30	0	0	0
16:45	0	0	0
17:00	0	0	0
17:15	0	0	0
17:30	0	0	0
17:45	0	0	0

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City: Los Angeles

Location: 12121 Foothill Blvd, Carl St Driveway

Date: Tuesday, June 29, 2021

Count Type: Driveway

	Entering	Exiting	Total
18:00	0	0	0
18:15	1	0	1
18:30	0	1	1
18:45	0	0	0
19:00	0	0	0
19:15	1	0	1
19:30	0	0	0
19:45	0	0	0
20:00	0	0	0
20:15	0	0	0
20:30	0	0	0
20:45	0	0	0
21:00	0	0	0
21:15	0	0	0
21:30	0	0	0
21:45	0	0	0
22:00	0	0	0
22:15	1	0	1
22:30	0	0	0
22:45	0	0	0
23:00	0	0	0
23:15	0	0	0
23:30	0	0	0
23:45	0	0	0
<b>TOTAL</b>	<b>32</b>	<b>31</b>	<b>63</b>





City: Los Angeles  
Location: 12121 Foothill Blvd, Carl St Driveway  
Date: Wednesday, June 30, 2021  
Count Type: Driveway

	Entering	Exiting	Total
0:00	0	0	0
0:15	0	0	0
0:30	0	0	0
0:45	0	0	0
1:00	0	0	0
1:15	0	0	0
1:30	0	0	0
1:45	0	0	0
2:00	0	0	0
2:15	0	0	0
2:30	0	0	0
2:45	0	0	0
3:00	0	0	0
3:15	0	0	0
3:30	0	0	0
3:45	0	0	0
4:00	0	0	0
4:15	0	0	0
4:30	0	0	0
4:45	0	0	0
5:00	0	0	0
5:15	0	0	0
5:30	0	0	0
5:45	0	0	0
6:00	0	0	0
6:15	0	0	0
6:30	0	0	0
6:45	0	0	0
7:00	0	0	0
7:15	0	0	0
7:30	0	1	1
7:45	0	0	0
8:00	0	0	0
8:15	0	1	1
8:30	0	0	0
8:45	0	0	0

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City: Los Angeles  
Location: 12121 Foothill Blvd, Carl St Driveway  
Date: Wednesday, June 30, 2021  
Count Type: Driveway

	Entering	Exiting	Total
9:00	0	0	0
9:15	0	0	0
9:30	0	0	0
9:45	0	0	0
10:00	0	0	0
10:15	0	0	0
10:30	0	0	0
10:45	0	0	0
11:00	0	0	0
11:15	0	0	0
11:30	0	0	0
11:45	2	2	4
12:00	9	8	17
12:15	9	9	18
12:30	10	10	20
12:45	11	10	21
13:00	7	9	16
13:15	0	0	0
13:30	1	0	1
13:45	0	0	0
14:00	0	0	0
14:15	0	0	0
14:30	0	0	0
14:45	0	0	0
15:00	0	0	0
15:15	0	0	0
15:30	0	0	0
15:45	0	0	0
16:00	0	0	0
16:15	0	0	0
16:30	0	0	0
16:45	0	0	0
17:00	0	0	0
17:15	0	0	0
17:30	0	0	0
17:45	1	0	1

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City: Los Angeles  
Location: 12121 Foothill Blvd, Carl St Driveway  
Date: Wednesday, June 30, 2021  
Count Type: Driveway

	Entering	Exiting	Total
18:00	0	0	0
18:15	0	1	1
18:30	0	0	0
18:45	1	0	1
19:00	0	0	0
19:15	0	0	0
19:30	0	0	0
19:45	0	0	0
20:00	0	0	0
20:15	0	0	0
20:30	0	0	0
20:45	0	0	0
21:00	0	0	0
21:15	0	0	0
21:30	0	0	0
21:45	0	0	0
22:00	0	0	0
22:15	0	0	0
22:30	0	0	0
22:45	0	0	0
23:00	0	0	0
23:15	0	0	0
23:30	0	0	0
23:45	0	0	0
<b>TOTAL</b>	<b>51</b>	<b>51</b>	<b>102</b>



City: Los Angeles  
Location: 12121 Foothill Blvd, Carl St Driveway  
Date: Thursday, June 24, 2021  
Count Type: Driveway

	Entering	Exiting	Total
0:00	0	0	0
0:15	0	0	0
0:30	0	0	0
0:45	0	0	0
1:00	0	0	0
1:15	0	0	0
1:30	0	0	0
1:45	0	0	0
2:00	0	0	0
2:15	0	0	0
2:30	0	0	0
2:45	0	0	0
3:00	0	0	0
3:15	0	0	0
3:30	0	0	0
3:45	0	0	0
4:00	0	0	0
4:15	0	0	0
4:30	0	0	0
4:45	0	0	0
5:00	0	0	0
5:15	0	0	0
5:30	0	0	0
5:45	1	2	3
6:00	0	0	0
6:15	0	0	0
6:30	0	0	0
6:45	0	0	0
7:00	0	0	0
7:15	0	0	0
7:30	0	0	0
7:45	0	0	0
8:00	0	0	0
8:15	0	0	0
8:30	0	0	0
8:45	0	0	0

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City: Los Angeles  
Location: 12121 Foothill Blvd, Carl St Driveway  
Date: Thursday, June 24, 2021  
Count Type: Driveway

	Entering	Exiting	Total
9:00	0	0	0
9:15	0	0	0
9:30	0	0	0
9:45	0	0	0
10:00	0	0	0
10:15	0	0	0
10:30	0	0	0
10:45	0	0	0
11:00	0	0	0
11:15	0	0	0
11:30	5	5	10
11:45	10	10	20
12:00	17	16	33
12:15	15	16	31
12:30	0	0	0
12:45	0	0	0
13:00	0	0	0
13:15	0	0	0
13:30	0	0	0
13:45	0	0	0
14:00	0	0	0
14:15	0	0	0
14:30	0	0	0
14:45	0	0	0
15:00	0	0	0
15:15	0	0	0
15:30	0	0	0
15:45	1	0	1
16:00	0	0	0
16:15	0	0	0
16:30	0	0	0
16:45	0	0	0
17:00	0	0	0
17:15	0	0	0
17:30	0	0	0
17:45	0	0	0

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	Entering	Exiting	Total
18:00	0	0	0
18:15	0	0	0
18:30	0	0	0
18:45	0	0	0
19:00	0	0	0
19:15	0	0	0
19:30	0	0	0
19:45	0	0	0
20:00	0	0	0
20:15	0	0	0
20:30	0	0	0
20:45	0	0	0
21:00	0	0	0
21:15	0	0	0
21:30	0	0	0
21:45	0	0	0
22:00	0	0	0
22:15	0	0	0
22:30	0	0	0
22:45	0	0	0
23:00	0	0	0
23:15	0	0	0
23:30	0	0	0
23:45	0	0	0
<b>TOTAL</b>	<b>49</b>	<b>49</b>	<b>98</b>



# VMT Calculator Results

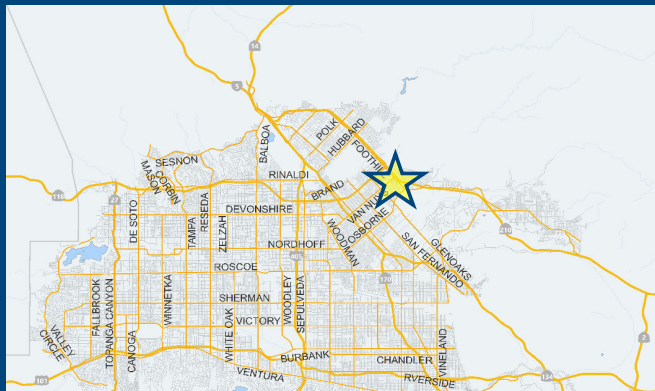
# CITY OF LOS ANGELES VMT CALCULATOR Version 1.3



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

## Project Information

Project: Sylmar Self Storage  
 Scenario: Existing  
 Address: 12121 W FOOTHILL BLVD, 91342



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

☒ Yes ☐ No

## Existing Land Use

Land Use Type	Value	Unit
Housing   Single Family	1	DU
(custom) Existing Heavy Equipment Storage	88	Trips
(custom) Existing Heavy Equipment Storage	0	Percent
(custom) Existing Heavy Equipment Storage	0	Percent
(custom) Existing Heavy Equipment Storage	50	Percent
(custom) Existing Heavy Equipment Storage	0	Percent
(custom) Existing Heavy Equipment Storage	0	Percent
(custom) Existing Heavy Equipment Storage	50	Percent
(custom) Existing Heavy Equipment Storage	0	Residents
(custom) Existing Heavy Equipment Storage	44	Employees
(custom) Existing Heavy Equipment Storage	Non-Retail	Retail/Non-R

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

## Proposed Project Land Use

Land Use Type	Value	Unit
Industrial   Warehousing/Self-Storage	138	ksf
Industrial   Warehousing/Self-Storage	138	ksf

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

## Project Screening Summary

Existing Land Use	Proposed Project
88 Daily Vehicle Trips	329 Daily Vehicle Trips
1,008 Daily VMT	3,574 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 241  
Net Daily Trips

The net increase in daily VMT ≤ 0 2,566  
Net Daily VMT

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

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





AL FORMS:

## TRANSPORTATION STUDY ASSESSMENT

### DEPARTMENT OF TRANSPORTATION - REFERRAL FORM

**RELATED CODE SECTION:** Los Angeles Municipal Code Section 16.05 and various code sections.

**PURPOSE:** The Department of Transportation (LADOT) Referral Form serves as an initial assessment to determine whether a project requires a Transportation Assessment.

#### GENERAL INFORMATION

- Administrative: Prior to the submittal of a referral form with LADOT, a Planning case must have been filed with the Department of City Planning.
- All new school projects, including by-right projects, must contact LADOT for an assessment of the school's proposed drop-off/pick-up scheme and to determine if any traffic controls, school warning and speed limit signs, school crosswalk and pavement markings, passenger loading zones and school bus loading zones are needed.
- Unless exempted, projects located within a transportation specific plan area may be required to pay a traffic impact assessment fee regardless of the need to prepare a transportation assessment.
- Pursuant to LAMC Section 19.15, a review fee payable to LADOT may be required to process this form. The applicant should contact the appropriate LADOT Development Services Office to arrange payment.
- LADOT's Transportation Assessment Guidelines, VMT Calculator, and VMT Calculator User Guide can be found at <http://ladot.lacity.org>.
- A transportation study is not needed for the following project applications:
  - Ministerial / by-right projects
  - Discretionary projects limited to a request for change in hours of operation
  - Tenant improvement within an existing shopping center for change of tenants
  - Any project only installing a parking lot or parking structure
  - Time extension
  - Single family home (unless part of a subdivision)
- This Referral Form is not intended to address the project's site access plan, driveway dimensions and location, internal circulation elements, dedication and widening, etc. These items require separate review and approval by LADOT.

#### SPECIAL REQUIREMENTS

When submitting this referral form to LADOT, include the completed documents listed below.

- ☒ Copy of Department of City Planning Application (CP-7771.1).
- ☒ Copy of a fully dimensioned site plan showing all existing and proposed structures, parking and loading areas, driveways, as well as on-site and off-site circulation.
- ☒ If filing for purposes of Site Plan Review, a copy of the Site Plan Review Supplemental Application.
- ☒ Copy of project-specific VMT Calculator<sup>1</sup> analysis results.

ENV-2021-9001

**TO BE VERIFIED BY PLANNING STAFF PRIOR TO LADOT REVIEW**

**LADOT DEVELOPMENT SERVICES DIVISION OFFICES:** Please route this form for processing to the appropriate LADOT Office as follows:

**Metro**  
213-972-8482  
100 S. Main St, 9<sup>th</sup> Floor  
Los Angeles, CA 90012

**West LA**  
213-485-1062  
7166 W. Manchester Blvd  
Los Angeles, CA 90045

**Valley**  
818-374-4699  
6262 Van Nuys Blvd, 3<sup>rd</sup> Floor  
Van Nuys, CA 91401

**1. PROJECT INFORMATION**

Case Number: CPC-2021-9000-UZC-ZV-CU-SPR

Address: 12121 Foothill Blvd, Sylmar, CA 91342

Project Description: Storage of Household Goods

Seeking Existing Use Credit (will be calculated by LADOT): Yes ☒ No ☐ Not sure ☐

Applicant Name: Stacey Brenner on behalf of 12121 Foothill Blvd, LLC

Applicant E-mail: Stacey@BrennerConsultingGroup.co Applicant Phone: (818) 970-5710

Planning Staff Initials: TM Date: 12/8/2021

**2. PROJECT REFERRAL TABLE**

	Land Use (list all)	Size / Unit	Daily Trips <sup>1</sup>
Proposed <sup>1</sup>	Self Storage	+/-137,052	329
	Existing Land Use (SF + Heavy Equipment)	N/A	-88
	Total trips <sup>1</sup> :		241

a. Does the proposed project involve a discretionary action? Yes ☒ No ☒  
 b. Would the proposed project generate 250 or more daily vehicle trips<sup>2</sup>? Yes ☐ No ☒  
 c. 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 heavy rail, light rail, or bus rapid transit station<sup>3</sup>? Yes ☐ No ☒

*LADOT to verify net daily trips*

If YES to a. and b. or c., or to all of the above, the Project must be referred to LADOT for further assessment.

Verified by: Planning Staff Name: Trevor Martin Phone: (213) 978-1341

Signature: T Martin Date: 12/8/2021

<sup>1</sup> Qualifying Existing Use to be determined by LADOT staff on following page, per LADOT's Transportation Assessment Guidelines.

<sup>2</sup> To calculate the project's total daily trips, use the VMT Calculator. Under 'Project Information', enter the project address, land use type, and intensity of all proposed land uses. Select the '+' icon to enter each land use. After you enter the information, copy the 'Daily Vehicle Trips' number into the total trips in this table. Do not consider any existing use information for screening purposes. For additional questions, consult LADOT's VMT Calculator User Guide and the LADOT Transportation Assessment Guidelines (available on the LADOT website).

<sup>3</sup> Relevant transit lines include: Metro Red, Purple, Blue, Green, Gold, Expo, Orange, and Silver line stations; and Metrolink stations.

**TO BE COMPLETED BY LADOT**

**3. PROJECT INFORMATION**

	Land Use (list all)	Size / Unit	Daily Trips
Proposed			
	Self Storage	137,052sft	
	<i>Total new trips:</i>		326
Existing			
	Heavy equipment storage		
	<i>Total existing trips:</i>		88
	<i>Net Increase / Decrease (+ or -)</i>		241

- a. Is the project a single retail use that is less than 50,000 square feet? Yes ☒ No ☐
- b. Would the project generate a net increase of 250 or more daily vehicle trips? Yes ☐ No ☒
- c. Would the project result in a net increase in daily VMT? Yes ☐ No ☒
- d. 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 heavy rail, light rail, or bus rapid transit station? Yes ☐ No ☒
- e. Does the project trigger Site Plan Review (LAMC 16.05)? Yes ☐ No ☒
- f. Project size:
- i. Would the project generate a net increase of 1,000 or more daily vehicle trips? Yes ☐ No ☒
- ii. Is the project's frontage 250 linear feet or more along a street classified as an Avenue or Boulevard per the City's General Plan? Yes ☒ No ☐
- iii. Is the project's building frontage encompassing an entire block along a street classified as an Avenue or Boulevard per the City's General Plan? Yes ☐ No ☒

**VMT Analysis (CEQA Review)**

If **YES** to **a.** and **NO** to **d.** a VMT analysis is **NOT** required.

If **YES** to both **b.** and **c.**; or to **d.** a VMT analysis **is** required.

**Access, Safety, and Circulation Assessment (Corrective Conditions)**

If **YES** to **b.**, a project access, safety, and circulation evaluation may be required.

If **YES** to **e.** and either **f.i.**, **f.ii.**, or **f.iii.**, an access assessment may be required.

LADOT Comments:

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*Please note that this form is not intended to address the project's site access plan, driveway dimensions and location, internal circulation elements, dedication and widening, etc. These items require separate review and approval by LADOT. Qualifying Existing Use to be determined per LADOT's Transportation Assessment Guidelines.*

**4. Specific Plan with Trip Fee or TDM Requirements:**

**Yes** ☐ **No** ☒

Fee Calculation Estimate: \_\_\_\_\_

VMT Analysis Required (Question b. satisfied):

**Yes** ☐ **No** ☒

Access, Safety, and Circulation Evaluation Required (Question b. satisfied):


**Yes** ☐ **No** ☐

Access Assessment Required (Question b., e., and either f.i., f.ii. or f.iii satisfied):

**Yes** ☒ **No** ☐

Prepared by DOT Staff Name: Durre Shamsi

Phone: 818-374-4699

Signature: 

Date: 01-19-2022