



**TOWN OF LOS GATOS
PARKS AND PUBLIC WORKS**

PROJECT INFORMATION SHEET

Engineering Division

October 17, 2017

**ITEM: 15860, 15880, and 15894 Winchester Boulevard; APN: 529-11-013, 038 and 040
Architecture & Site Application S-16-023
Subdivision Application M-16-002**

Requesting approval to demolish three existing single-family residences, remove a second unit, remove large protected trees, and merge four lots for the purposes of constructing a new two-story office building with below-grade and at-grade parking on property zoned O.
PROPERTY OWNER: South Beach Partners, LLC/Cumulus Capital Holdings, LLC
APPLICANT: Valley Oak Partners – Doug Rich

Q: Where is the development project?

A: The proposed development project is located at the southeast corner of Winchester Boulevard and Shelburne Way.

Q: What is the proposed use?

A: The proposed development would demolish three existing houses and a second unit, and construct 30,070 square feet of office building.

Q: Would the proposed development increase traffic?

A: The proposed development of 30,070 square feet of general office would generate more vehicle trips than what currently occurs with the existing three houses.

Q: Would the additional traffic trigger an environmental analysis and a traffic impact analysis?

A: Yes. In accordance with Town's Traffic Impact Policy, a traffic impact analysis (TIA) is required for any private development projects that are expected to add 20 or more trips in the AM or PM peak hours.

Q: How are AM and PM peak hours selected for any given intersection?

A: The Town's traffic consultants conduct traffic counts between 7:00 AM and 9:00 AM and between 4:00 PM and 6:00 PM during weekdays when schools are in session for studied intersections. The one-hour duration with the highest traffic concentration (based on traffic counts) during both these morning and evening periods are selected as the peak hours.

Q: What is the estimated traffic increase?

A: It is estimated the proposed project would create a net increase of 303 additional trips per weekday, including 38 trips during the AM peak hour and 46 trips during the PM peak hour.



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Q: What methods are allowed by the Town's Traffic Impact Policy to estimate project traffic?

A: As noted in the Town's Traffic Impact Policy, the Town uses the most recent addition of the Institute of Transportation Engineers (ITE) Trip Generation Manual for determination of project traffic trips. The Town's Traffic Impact Policy also allows alternative methods including SanDAG, Caltrans, San Jose or a peer-reviewed traffic study which determines the trip rate by reviewing similar projects (surveyed site rate).

Q: What method was used for the Winchester project and why?

A: The Winchester TIA developed a surveyed site rate with a peer-reviewed traffic study and this was compared to the ITE rates in the TIA report. There was minimal difference between the surveyed site rate and the ITE rate as compared in the TIA. The surveyed site rate was ultimately used to determine the impacts at the studied intersections as this was determined to be more reflective of actual traffic conditions in the Town by the Town Traffic Engineer.

Q: Had ITE rates been used to determine the Winchester project's impact at the studied intersections, would this have changed the results and shown a significant impact to the intersections?

A: No.

Q: What would be the difference in the estimated traffic levels if the proposed development was to provide medical offices as opposed to office/professional?

A: A proposed medical office of the same size would generate 32 additional AM peak hour trips and 58 additional PM peak-hour trips, and a total of 754 additional daily trips than the proposed general office use.

Q: What is LOS and how does it determine the impacts of project traffic on the Town?

A: Traffic engineering standards use LOS to determine project traffic impacts. LOS (Level of Service) represents traffic intersection congestion by a letter scale that ranges from LOS A to LOS F, with LOS A representing the least or no congestion. The Town's General Plan (GP) does not allow for developments to drop the LOS at an intersection by more than one level or below LOS D without requiring the developer to mitigate or provide a "fix" for the increased traffic delay. A project TIA analyzes LOS at impacted intersections and determines the required mitigation and impact significance. *The impacts are only considered significant if the LOS drops more than one level or below a LOS D.*

Q: What are the TIA's findings of the LOS impact for the Winchester project?

A: The TIA concluded that all studied intersections would not drop more than one level or below a LOS D. Therefore, the project would not create a significant impact on traffic.



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Q: Did the TIA evaluate if the project access points would be adequate and safe?

A: There are two project driveways proposed for the development, one on Shelburne Way and the other on Winchester Boulevard. The Shelburne driveway would serve 87 parking spaces in an underground parking garage, while the Winchester driveway would serve a surface-level parking lot containing 41 parking spaces. The TIA found the two driveways would provide adequate access and can operate safely with red curbs prohibiting on-street parking near the driveways.

Q: What are the estimated traffic volumes for the two proposed driveways?

A: It is estimated that the Shelburne driveway will have 22 inbound and 4 outbound vehicle trips during the AM peak hour and 2 inbound and 30 outbound vehicle trips during the PM peak hour. In regards to the Winchester driveway, it is anticipated that 10 vehicles will utilize this driveway during the AM peak hour and 14 vehicles during the PM peak hour.

Six of these vehicles during both the AM and PM peak hours will turn left in from or left out onto Winchester. This level is considered safe and a minimal increase of cars. The center two-way left turn lane can be utilized to prepare for or complete a left turn movement when it is safe to do so. This configuration is typical throughout the Town.

Q: Does the left turn movement at the project's Winchester driveway create an unsafe condition?

A: Based on the sight distance, number of trips and the two-way left turn lane, these movements can be made safely.

Q: Is there a way to enhance the sight distance for vehicles exiting the Winchester driveway?

A: Yes, the red curb can be extended along northbound Winchester Boulevard immediately south of the development; however, this would create less available on-street parking for residents in the area.

Q: Would there be negative impact as a result of prohibiting left turn movements at the project's Winchester driveway?

A: It is anticipated that motorists would utilize alternative routes to access the project driveway on Winchester. The shortest routes available would include making a U-turn on Winchester or turning either left or right into the nearest side streets and then making a U-turn to return to the driveway. Either option is not desirable and may not be welcome by the nearby residents.

Q: Would it be beneficial to vehicular traffic, pedestrians and bicycles if a traffic signal were to be installed at the intersection of Shelburne and Winchester?

A: A traffic signal, if installed properly, should facilitate the crossing of pedestrians and vehicles safely; however, it may also have negative impacts, such as increased traffic delay, if it is not



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installed at an appropriate location. There are standard guidelines providing guidance as to whether a traffic signal should be recommended for installation. The guidelines include criteria such as vehicle and pedestrian volumes as well as accident history. This intersection does not meet any of the recommended guidelines for installation of traffic signal. In addition, due to the close proximity of the Daves Avenue Elementary School, it is recommended that the pedestrians should be encouraged to cross Winchester Boulevard at Daves Avenue where there are crossing guards assisting with pedestrian crossings.

Q: What can be done to reduce the number of vehicle trips generated by the project?

A: Even though the project is not expected to cause significant traffic impacts, a TDM (Transportation Demand Management) plan would be required for the development. The TDM plan would include a list of measures for reducing single-occupant vehicle trips and encourage alternative transportation modes such as riding bicycles, carpooling, and riding transit.

Q: What measures will be implemented for promoting bicycle trips?

A: The project is proposing a secured bike storage room that can hold 36 bicycles within the underground parking garage. In addition, the project would be required to install bicycle racks near the visitor entrance. In addition, a new bicycle lane will be installed along the project's Winchester frontage.

Q: Would the proposed project construct any off-site improvements?

A: The following off-site improvements would be required (see Attachment #1):

- 7-foot right-of-way dedication for Winchester Boulevard along the project frontage for a new bicycle lane for northbound Winchester.
- Construction of a detached sidewalk along the project frontage.
- Construction of a corner bulb-out at Shelburne Way and Winchester Boulevard, and striping of a high-visibility crosswalk for crossing Shelburne at Winchester.

Q: Will there be a large volume of vehicles that turn left onto Shelburne Way to access the underground parking garage?

A: No. It is anticipated that 5 vehicles will utilize this traffic movement during the AM peak hour. Similarly, it is anticipated that 6 vehicles will turn left onto southbound Winchester Boulevard from westbound Shelburne Way during the PM peak hour.

Q: Does the Town Engineering staff or the Town's engineering consultants have concerns with the proposed project creating safety issues regarding traffic, grading or drainage?

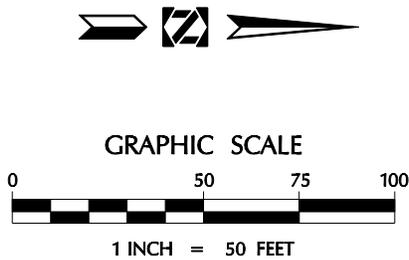
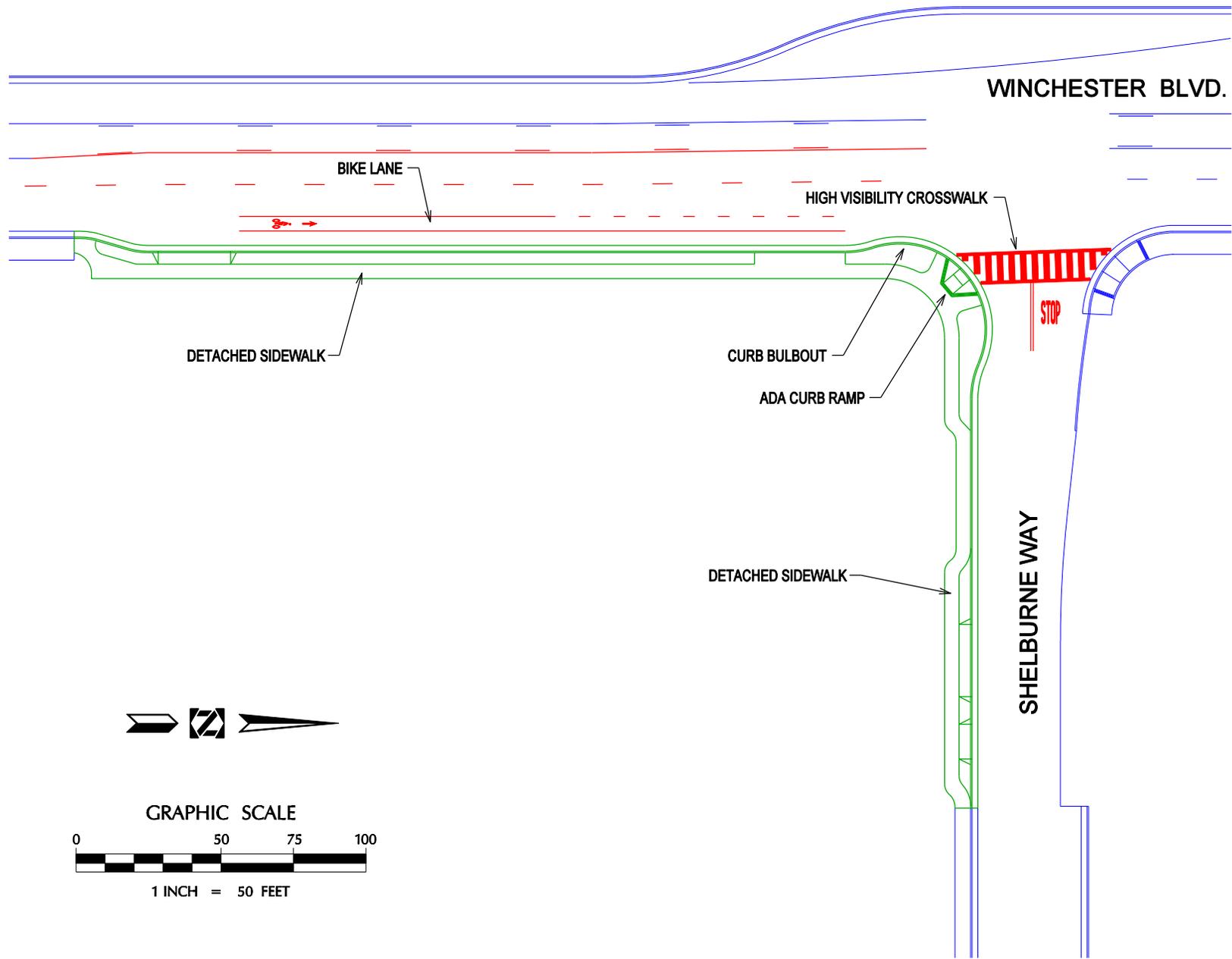
A: No. The project analysis on the traffic, grading and drainage has been reviewed by Engineering staff and the Town's consultants. As currently designed, the proposed project meets the Town Code requirements as well as accepted engineering standards.



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Q: Does this mean the Town Council cannot require changes to the design based on perceived traffic, grading or drainage concerns?

A: Town Council can request the developer make changes to the project. PPW Engineering would require an analysis of these changes by the developer's engineering team, which Engineering staff and the Town's consultant would then review to verify compliance with Town Code and accepted engineering standards. Council requested changes could cause impacts to the developer's project objectives, require additional design work, and incur additional development costs to the developer for these changes.



Attachment #1