

DEPARTMENT OF TRANSPORTATION

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September 4, 2013

ALAGEN258
SCH#2013082015

Ms. Sara Buizer
City of Hayward
777 B Street
Hayward, CA 94541

Dear Ms. Buizer:

2040 General Plan – Notice of Preparation

Thank you for including the California Department of Transportation (Caltrans) in the environmental review process for the Hayward 2040 General Plan. The following comments are based on the Notice of Preparation. As lead agency, the City of Hayward (City) is responsible for all project mitigation, including any needed improvements to State highways. The project's fair share contribution, financing, scheduling, and implementation responsibilities as well as lead agency monitoring should be fully discussed for all proposed mitigation measures and the project's traffic mitigation fees should be specifically identified in the environmental document. Any required roadway improvements should be completed prior to issuance of project occupancy permits.

Community Planning

Caltrans encourages the City to locate any needed housing, jobs and neighborhood services near major mass transit nodes, and connect these nodes with streets configured to facilitate walking and biking, as a means of promoting mass transit use and reducing regional vehicle miles traveled and traffic impacts on the state highways.

Please consider developing and applying pedestrian, bicycling and transit performance or level/quality of service measures and modeling pedestrian, bicycle and transit trips that your project will generate. Mitigation measures resulting from the analysis could improve pedestrian and bicycle access to transit facilities, thereby reducing traffic impacts on state highways.

In addition, please analyze secondary impacts on pedestrians and bicyclists that may result from any traffic impact mitigation measures. Describe any pedestrian and bicycle mitigation measures that would in turn be needed as a means of maintaining and improving access to transit facilities and reducing traffic impacts on state highways.

Traffic Impact Study

The environmental document should include an analysis of the impacts of the proposed project on State highway facilities in the vicinity of the project site. Please ensure that a Traffic Impact Study (TIS) is prepared providing the information detailed below:

Ms. Sara Buizer/City of Hayward
September 4, 2013
Page 2

1. Information on the plan's traffic impacts in terms of trip generation, distribution, and assignment. The assumptions and methodologies used in compiling this information should be addressed. The study should clearly show the percentage of project trips assigned to State facilities.
2. Current Average Daily Traffic (ADT) and AM and PM peak hour volumes on all significantly affected streets, highway segments and intersections.
3. Schematic illustration and level of service (LOS) analysis for the following scenarios: 1) existing, 2) existing plus project, 3) cumulative and 4) cumulative plus project for the roadways and intersections in the project area.
4. Calculation of cumulative traffic volumes should consider all traffic-generating developments, both existing and future, that would affect the State highway facilities being evaluated.
5. The procedures contained in the 2010 update of the Highway Capacity Manual should be used as a guide for the analysis. We also recommend using Caltrans' *Guide for the Preparation of Traffic Impact Studies*; it is available on the following web site:
http://www.dot.ca.gov/hq/tpp/offices/ocp/igr_ceqa_files/tisguide.pdf
6. Mitigation measures should be identified where plan implementation is expected to have a significant impact. Mitigation measures proposed should be fully discussed, including financing, scheduling, implementation responsibilities, and lead agency monitoring.

We look forward to reviewing the TIS, including Technical Appendices, and environmental document for this project. Please send two copies to the address at the top of this letterhead, marked ATTN: Yatman Kwan, AICP, Mail Stop #10D.

Early Consultation

As the owner and operator of the State Highway System (SHS), Caltrans' top priority is to ensure safety for the traveling public. We would like to coordinate and meet with the City to ensure transportation impacts are adequately addressed in the Draft Environmental Impact Report. Specifically, the general plan update may significantly increase the number of residential units, commercial and office square footage that will significantly impact adjacent state facilities that are already operating at poor levels of service. We encourage the City to coordinate preparation of the study with our office and we would appreciate the opportunity to review the scope of work. Further, to ensure the SHS can facilitate and fund improvement necessary from the increased demand, we recommend the City develop a regional impact fee program to fund any necessary improvements to mitigate impacts generated by the proposed plan.

Transportation Demand Management Strategies

The General Plan should include transportation demand management policies that may guide future development projects to reduce singular vehicular use. Caltrans recommends coordinating with transit agencies to provide greater service to the targeted areas, providing subsidized transit passes to workers and residents, restructuring parking structures by reducing the parking requirement such as unbundling parking, share parking, provide bicycle parking and necessary infrastructures, and other transportation demand management strategies.

Ms. Sara Buizer/City of Hayward
September 4, 2013
Page 3

Should you have any questions regarding this letter, please call Yatman Kwan, AICP of my staff at (510) 622-1670.

Sincerely,

A handwritten signature in black ink, appearing to read "Erik Alm", written in a cursive style.

ERIK ALM, AICP
District Branch Chief
Local Development - Intergovernmental Review

c: State Clearinghouse