City of Los Altos
Transportation Checklist for Day Care Uses

			Project Type	Day Care			
			Students	**≤12**	**13-24**	**25-64**	**≥65**
VMT Analysis Required[1]			VTA Tool				✓
Basic LTA Elements			**Local Transportation Analysis (LTA) Type**	**Summary**	**Focused**	**Standard**	**Expanded**
			Trip Generation	✓	✓	✓	✓
			Project Trip Distribution & Assignment	✓	✓	✓	✓
			Parking Summary	✓	✓	✓	✓
LOS/Intersection Control Analysis	**Study Intersections**	**Unsignalized**	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer		✓	✓	✓
		Signalized	Within 0.5 miles		✓	✓	✓
			Within 1 mile			✓	✓
			Beyond 1 mile with ≥10 trips/lane/peak hour				✓
	Scenarios		Existing & Existing + Project		✓	✓	✓
			Near-Term & Near-Term+Project			✓	✓
			Future 2040 & Future 2040 + Project				✓
Operational Study Elements within LTA			Site Access & On-Site Circulation	✓	✓	✓	✓
			Pedestrian Site Access Analysis	✓	✓	✓	✓
			Bike Site Access Analysis	✓	✓	✓	✓
			Student Drop-Off/Pick-Up Analysis		✓	✓	✓
			Transit Connectivity		✓	✓	✓
			On-Street Parking Occupancy Study[2]		✓	✓	✓
			Left / Right Turn Queue Analysis			✓	✓
			Neighborhood Traffic Intrusion Analysis			✓	✓
Required Off-Site Improvements	**Frontage**		Sidewalk, Curb & Gutter Replacement	✓	✓	✓	✓
			Landscape and Streetlighting	✓	✓	✓	✓
			Curb Ramps/X-walks	✓	✓	✓	✓
			Full Street Microsurface			✓	✓
	Route Serving Improvements[3]		Pedestrian Crossing Improvements ≤ 0.5 miles[4]		✓	✓	✓
			Pedestrian Crossing Improvements ≤ 0.75 miles[4]			✓	✓
			Pedestrian Crossing Improvements ≤ 1 miles[4]				✓
			Sidewalk Gap Closure to Nearest Transit Stop and Recreational/Civic/Institutional Uses ≤ 0.25 miles			✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles[5]			✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles[5]				✓

[1] Day care centers also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT Policy (e.g. map-based and existing-use screening). Day care projects that are not screened out will be evaluated using the same methodology and threshold of significance as office uses.

[2] Parking Occupancy Study will be required if the project proposes student drop-off/pick-up operations within the public right-of-way.

[3] Funding responsibility to be based on project's fair share.

[4] Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos *Complete Streets Master Plan* .

[5] Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos *Complete Streets Master Plan* .

City of Los Altos

Transportation Checklists for Entertainment Venues

			Project Type	Entertainment Venue			
			Gross Floor Area (square feet)	<1,500	1,500-2,499	2,500-24,999	≥25,000
VMT Analysis Required[1]			VTA Tool				✓
Basic LTA Elements			Local Transportation Analysis (LTA) Type	Focused	Standard	Expanded	Expanded
			Trip Generation	✓	✓	✓	✓
			Project Trip Distribution & Assignment	✓	✓	✓	✓
			Parking Summary	✓	✓	✓	✓
LOS/Intersection Control Analysis	Study Intersections	Unsignalized	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer	✓	✓	✓	✓
		Signalized	Within 0.5 miles	✓	✓	✓	✓
			Within 1 mile		✓	✓	✓
			Beyond 1 mile with ≥10 trips/lane/peak hour			✓	✓
	Scenarios		Existing & Existing + Project	✓	✓	✓	✓
			Near-Term & Near-Term+Project		✓	✓	✓
			Future 2040 & Future 2040 + Project			✓	✓
Operational Study Elements within LTA			Site Access & On-Site Circulation	✓	✓	✓	✓
			Pedestrian Site Access	✓	✓	✓	✓
			Bike Site Access	✓	✓	✓	✓
			Transit Connectivity	✓	✓	✓	✓
			On-Street Parking Occupancy Study		✓	✓	✓
			Left / Right Turn Queue Analysis		✓	✓	✓
			Neighborhood Traffic Intrusion Analysis		✓	✓	✓
Required Off-Site Improvements	Frontage		Sidewalk, Curb & Gutter Replacement	✓	✓	✓	✓
			Landscape and Streetlighting	✓	✓	✓	✓
			Curb Ramps/X-walks	✓	✓	✓	✓
			Full Street Microsurface		✓	✓	✓
	Route Serving Improvements[2]		Pedestrian Crossing Improvements ≤ 0.5 miles[3]		✓	✓	✓
			Pedestrian Crossing Improvements ≤ 1 mile[3]			✓	✓
			Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles			✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles[4]			✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles[4]				✓

[1] Entertainment venue projects also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT Policy (e.g. map-based and existing-use screening). Entertainment venue projects that are not screened out will be evaluated using the same methodology and threshold of significance as office uses.

[2] Funding responsibility to be based on project's fair share.

[3] Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos *Complete Streets Master Plan* .

[4] Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos *Complete Streets Master Plan* .

City of Los Altos

Transportation Checklist for Medical/Dental Office Uses

			Project Type	Medical/Dental Office		
			Gross Floor Area (square feet)	<3,000	3,000-6,999	≥7,000
VMT Analysis Required[1]			VTA Tool	✓	✓	✓
Basic LTA Elements			Local Transportation Analysis (LTA) Type	Focused	Standard	Expanded
			Trip Generation	✓	✓	✓
			Project Trip Distribution & Assignment	✓	✓	✓
			Parking Summary	✓	✓	✓
LOS/Intersection Control Analysis	Study Intersections	Unsignalized	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer	✓	✓	✓
		Signalized	Within 0.5 miles	✓	✓	✓
			Within 1 mile		✓	✓
			Beyond 1 mile with ≥10 trips/lane/peak hour			✓
	Scenarios		Existing & Existing + Project	✓	✓	✓
			Near-Term & Near-Term+Project		✓	✓
			Future 2040 & Future 2040 + Project			✓
Operational Study Elements within LTA			Site Access & On-Site Circulation	✓	✓	✓
			Pedestrian Site Access	✓	✓	✓
			Bike Site Access	✓	✓	✓
			Transit Connectivity	✓	✓	✓
			Left / Right Turn Queue Analysis		✓	✓
			Neighborhood Traffic Intrusion Analysis		✓	✓
Required Off-Site Improvements	Frontage		Sidewalk, Curb & Gutter Replacement	✓	✓	✓
			Landscape and Streetlighting	✓	✓	✓
			Curb Ramps/X-walks	✓	✓	✓
			Full Street Microsurface		✓	✓
	Route Serving Improvements[2]		Pedestrian Crossing Improvements ≤ 0.5 miles[3]	✓	✓	✓
			Pedestrian Crossing Improvements ≤ 0.75 miles[3]		✓	✓
			Pedestrian Crossing Improvements ≤ 1 mile[3]			✓
			Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles		✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles[4]		✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles[4]			✓

[1] Medical/dental office projects also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT

[2] Funding responsibility to be based on project's fair share.

[3] Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos

[4] Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos

City of Los Altos
Transportation Checklists for General Office Uses

			Project Type	General Office				
			Gross Floor Area (square feet)	< 2,500	2,500-4,999	5,000-9,999	10,000-24,999	≥25,000
VMT Analysis Required[1]			VTA Tool			✓	✓	✓
Basic LTA Elements			Local Transportation Analysis (LTA) Type	Summary	Focused	Focused	Standard	Expanded
			Trip Generation	✓	✓	✓	✓	✓
			Project Trip Distribution & Assignment	✓	✓	✓	✓	✓
			Parking Summary	✓	✓	✓	✓	✓
LOS/Intersection Control Analysis	Study Intersections	Unsignalized	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer		✓	✓	✓	✓
		Signalized	Within 0.5 miles		✓	✓	✓	✓
			Within 1 mile				✓	✓
			Beyond 1 mile with ≥10 trips/lane/peak hour					✓
	Scenarios		Existing & Existing + Project		✓	✓	✓	✓
			Near-Term & Near-Term+Project				✓	✓
			Future 2040 & Future 2040 + Project					✓
Operational Study Elements within LTA			Site Access & On-Site Circulation	✓	✓	✓	✓	✓
			Pedestrian Site Access	✓	✓	✓	✓	✓
			Bike Site Access	✓	✓	✓	✓	✓
			Transit Connectivity		✓	✓	✓	✓
			Left / Right Turn Queue Analysis				✓	✓
			Neighborhood Traffic Intrusion Analysis				✓	✓
Required Off-Site Improvements	Frontage		Sidewalk, Curb & Gutter Replacement	✓	✓	✓	✓	✓
			Landscape and Streetlighting	✓	✓	✓	✓	✓
			Curb Ramps/X-walks	✓	✓	✓	✓	✓
			Full Street Microsurface				✓	✓
	Route Serving Improvements[2]		Pedestrian Crossing Improvements ≤ 0.5 miles[3]			✓	✓	✓
			Pedestrian Crossing Improvements ≤ 0.75 miles[3]				✓	✓
			Pedestrian Crossing Improvements ≤ 1 mile[3]					✓
			Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles				✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles[4]				✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles[4]					✓

[1] Office projects also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT Policy (e.g. map-based and existing-use screening).
[2] Funding responsibility to be based on project's fair share.
[3] Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos *Complete Streets Master Plan* .
[4] Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos *Complete Streets Master Plan* .

City of Los Altos

Transportation Checklists for Public Facilities (excluding schools)

			Project Type	Public Facilities (excluding schools)		
			Gross Floor Area (square feet)	<4,000	4,000-19,999	≥20,000
VMT Analysis Required[1]						
Basic LTA Elements			Local Transportation Analysis (LTA) Type	Standard	Expanded	Expanded
			Trip Generation	✓	✓	✓
			Project Trip Distribution & Assignment	✓	✓	✓
			Parking Summary	✓	✓	✓
LOS/Intersection Control Analysis	Study Intersections	Unsignalized	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer	✓	✓	✓
		Signalized	Within 0.5 miles	✓	✓	✓
			Within 1 mile	✓	✓	✓
			Beyond 1 mile with ≥10 trips/lane/peak hour		✓	✓
	Scenarios		Existing & Existing + Project	✓	✓	✓
			Near-Term & Near-Term+Project	✓	✓	✓
			Future 2040 & Future 2040 + Project		✓	✓
Operational Study Elements within LTA			Site Access & On-Site Circulation	✓	✓	✓
			Pedestrian Site Access	✓	✓	✓
			Bike Site Access	✓	✓	✓
			Transit Connectivity	✓	✓	✓
			On-Street Parking Occupancy Study	✓	✓	✓
			Left / Right Turn Queue Analysis	✓	✓	✓
			Neighborhood Traffic Intrusion Analysis	✓	✓	✓
Required Off-Site Improvements	Frontage		Sidewalk, Curb & Gutter Replacement	✓	✓	✓
			Landscape and Streetlighting	✓	✓	✓
			Curb Ramps/X-walks	✓	✓	✓
			Full Street Microsurface	✓	✓	✓
	Route Serving Improvements[2]		Pedestrian Crossing Improvements ≤ 0.75 miles[3]	✓	✓	✓
			Pedestrian Crossing Improvements ≤ 1 mile[3]		✓	✓
			Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles	✓	✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles[4]	✓	✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles[4]		✓	✓

[1] Local-serving public facilities such as libraries, community or senior center, and fire station are screened out (not required to conduct a VMT analysis) per the City's VMT Policy.

[2] Funding responsibility to be based on project's fair share.

[3] Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos *Complete Streets Master Plan* .

[4] Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos *Complete Streets Master Plan.*

City of Los Altos
Transportation Checklist for Residential Uses

Project Type							
			Number of Dwelling Units	≤9	10-19	20-49	≥50
VMT Analysis Required[1]			VTA Tool		✓	✓	✓
Basic LTA Elements			Local Transportation Analysis (LTA) Type	Summary	Focused	Standard	Expanded
			Trip Generation	✓	✓	✓	✓
			Project Trip Distribution & Assignment	✓	✓	✓	✓
			Parking Summary	✓	✓	✓	✓
LOS/Intersection Control Analysis	Study Intersections	Unsignalized	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer		✓	✓	✓
		Signalized	Within 0.5 miles		✓	✓	✓
			Within 1 mile			✓	✓
			Beyond 1 mile with ≥10 trips/lane/peak hour				✓
	Scenarios		Existing & Existing + Project		✓	✓	✓
			Near-Term & Near-Term+Project			✓	✓
			Future 2040 & Future 2040 + Project				✓
Operational Study Elements within LTA[2]			Site Access & On-Site Circulation	✓	✓	✓	✓
			Pedestrian Site Access	✓	✓	✓	✓
			Bike Site Access	✓	✓	✓	✓
			Transit Connectivity		✓	✓	✓
			School Walkability		✓	✓	✓
			School Bikability		✓	✓	✓
			On-Street Parking Occupancy Study		✓	✓	✓
			Left / Right Turn Queue Analysis			✓	✓
			Neighborhood Traffic Intrusion Analysis			✓	✓
Required Off-Site Improvements	Frontage		Sidewalk, Curb & Gutter Replacement	✓	✓	✓	✓
			Landscape and Streetlighting	✓	✓	✓	✓
			Curb Ramps/X-walks	✓	✓	✓	✓
			Full Street Microsurface			✓	✓
	Route Serving Improvements[3]		Pedestrian Crossing Improvements ≤ 0.5 miles[4]		✓	✓	✓
			Pedestrian Crossing Improvements ≤ 0.75 miles[4]			✓	✓
			Pedestrian Crossing Improvements ≤ 1 mile[4]				✓
			Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles			✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles[5]			✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles[5]				✓

[1] Residential projects also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT Policy (e.g. map-based, affordable housing , and existing-use screening).

[2] SB 35 housing projects will be required to conduct an analysis of site access and on-site circulation but no other operational study elements.

[3] Funding responsibility to be based on project's fair share.

[4] Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos *Complete Streets Master*

[5] Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos *Complete Streets Master Plan* .

City of Los Altos
Transportation Checklist for Restaurant Uses

			Project Type	Restaurant			
			Gross Floor Area (square feet)	<2,000	2,000-3,999	4,000-19,999	≥20,000
VMT Analysis Required[1]			VTA Tool				✓
Basic LTA Elements			Local Transportation Analysis (LTA) Type	Focused	Standard	Expanded	Expanded
			Trip Generation	✓	✓	✓	✓
			Project Trip Distribution & Assignment	✓	✓	✓	✓
			Parking Summary	✓	✓	✓	✓
LOS/Intersection Control Analysis	Study Intersections	Unsignalized	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer	✓	✓	✓	✓
		Signalized	Within 0.5 miles	✓	✓	✓	✓
			Within 1 mile		✓	✓	✓
			Beyond 1 mile with ≥10 trips/lane/peak hour			✓	✓
	Scenarios		Existing & Existing + Project	✓	✓	✓	✓
			Near-Term & Near-Term+Project		✓	✓	✓
			Future 2040 & Future 2040 + Project			✓	✓
Operational Study Elements within LTA			Site Access & On-Site Circulation	✓	✓	✓	✓
			Pedestrian Site Access	✓	✓	✓	✓
			Bike Site Access	✓	✓	✓	✓
			Transit Connectivity	✓	✓	✓	✓
			On-Street Parking Occupancy Study		✓	✓	✓
			Left / Right Turn Queue Analysis		✓	✓	✓
			Neighborhood Traffic Intrusion Analysis		✓	✓	✓
Required Off-Site Improvements	Frontage		Sidewalk, Curb & Gutter Replacement	✓	✓	✓	✓
			Landscape and Streetlighting	✓	✓	✓	✓
			Curb Ramps/X-walks	✓	✓	✓	✓
			Full Street Microsurface		✓	✓	✓
	Route Serving Improvements[2]		Pedestrian Crossing Improvements ≤ 0.5 miles[3]		✓	✓	✓
			Pedestrian Crossing Improvements ≤ 1 mile[3]			✓	✓
			Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles			✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles[4]			✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles[4]				✓

[1] Restaurant projects also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT Policy (e.g. map-based and existing-use screening). Restaurant projects that are not screened out will be evaluated using the same methodology and threshold of significance as office uses.

[2] Funding responsibility to be based on project's fair share.

[3] Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos *Complete Streets Master Plan* .

[4] Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos *Complete Streets Master Plan* .

City of Los Altos
Transportation Checklist for Retail Uses

			Project Type	Retail				
			Gross Floor Area (square feet)	<2,000	2,000-3,999	4,000-9,999	10,000-59,999	≥60,000
VMT Analysis Required[1]			VTA Tool					✓
Basic LTA Elements			Local Transportation Analysis (LTA) Type	Summary	Focused	Standard	Expanded	Expanded
			Trip Generation	✓	✓	✓	✓	✓
			Project Trip Distribution & Assignment	✓	✓	✓	✓	✓
			Parking Summary	✓	✓	✓	✓	✓
LOS/Intersection Control Analysis	Study Intersections	Unsignalized	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer		✓	✓	✓	✓
		Signalized	Within 0.5 miles		✓	✓	✓	✓
			Within 1 mile			✓	✓	✓
			Beyond 1 mile with ≥10 trips/lane/peak hour				✓	✓
	Scenarios		Existing & Existing + Project		✓	✓	✓	✓
			Near-Term & Near-Term+Project			✓	✓	✓
			Future 2040 & Future 2040 + Project				✓	✓
Operational Study Elements within LTA			Site Access & On-Site Circulation	✓	✓	✓	✓	✓
			Pedestrian Site Access	✓	✓	✓	✓	✓
			Bike Site Access	✓	✓	✓	✓	✓
			Transit Connectivity		✓	✓	✓	✓
			On-Street Parking Occupancy Study		✓	✓	✓	✓
			Left / Right Turn Queue Analysis			✓	✓	✓
			Neighborhood Traffic Intrusion Analysis			✓	✓	✓
Required Off-Site Improvements	Frontage		Sidewalk, Curb & Gutter Replacement	✓	✓	✓	✓	✓
			Landscape and Streetlighting	✓	✓	✓	✓	✓
			Curb Ramps/X-walks	✓	✓	✓	✓	✓
			Full Street Microsurface			✓	✓	✓
	Route Serving Improvements[2]		Pedestrian Crossing Improvements ≤ 0.5 miles[3]		✓	✓	✓	✓
			Pedestrian Crossing Improvements ≤ 0.75 miles[3]			✓	✓	✓
			Pedestrian Crossing Improvements ≤ 1 mile[3]				✓	✓
			Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles			✓	✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles[4]			✓	✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles[4]				✓	✓

[1] Retail projects also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT Policy (e.g. map-based and existing-use screening). Retail projects that are not screened out will be evaluated using the same methodology and threshold of significance as office uses.

[2] Funding responsibility to be based on project's fair share.

[3] Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos *Complete Streets Master Plan* .

[4] Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos *Complete Streets Master Plan* .

City of Los Altos
Transportation Checklist for Schools

			Project Type	School		
			Students	≤32	33-89	≥90
VMT Analysis Required[1]			VTA Tool	✓	✓	✓
Basic LTA Elements			Local Transportation Analysis (LTA) Type	Focused	Standard	Expanded
			Trip Generation (Add Midday Peak Hour)	✓	✓	✓
			Project Trip Distribution & Assignment	✓	✓	✓
			Parking Summary	✓	✓	✓
LOS/Intersection Control Analysis[2]	Study Intersections	Unsignalized	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer	✓	✓	✓
		Signalized	Within 0.5 miles	✓	✓	✓
			Within 1 mile		✓	✓
			Beyond 1 mile with ≥10 trips/lane/peak hour			✓
	Scenarios		Existing & Existing + Project	✓	✓	✓
			Near-Term & Near-Term+Project		✓	✓
			Future 2040 & Future 2040 + Project			✓
Operational Study Elements within LTA			Site Access & On-Site Circulation	✓	✓	✓
			Pedestrian Site Access/Walkability Analysis	✓	✓	✓
			Bike Site Access/Bikability Analysis	✓	✓	✓
			Student Drop-Off/Pick-Up Analysis	✓	✓	✓
			Transit Connectivity	✓	✓	✓
			On-Street Parking Occupancy Study	✓	✓	✓
			Left / Right Turn Queue Analysis		✓	✓
			Neighborhood Traffic Intrusion Analysis		✓	✓
Required Off-Site Improvements	Frontage		Sidewalk, Curb & Gutter Replacement	✓	✓	✓
			Landscape and Streetlighting	✓	✓	✓
			Curb Ramps/X-walks	✓	✓	✓
			Full Street Microsurface		✓	✓
	Route Serving Improvements[3]		Pedestrian Crossing Improvements ≤ 0.5 miles[4]	✓	✓	✓
			Pedestrian Crossing Improvements ≤ 0.75 miles[4]		✓	✓
			Pedestrian Crossing Improvements ≤ 1 mile[4]			✓
			Sidewalk Gap Closure to Nearest Transit Stop and Recreational/Civic/Institutional Uses ≤ 0.25 miles		✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles[5]		✓	✓
			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles[5]			✓

[1] The City of Los Altos Draft VMT Policy states that public neighborhood elementary schools shall be presumed to have a less-than-significant transportation impact. Private schools, middle schools, high schools, magnate schools, and charter schools also may be screened out (not require a VMT analysis) if they meet other criteria set forth in the City's VMT Policy (e.g. small project, map-based and existing-use screening). School projects that are not screened out will be evaluated using the same methodology and threshold of significance as office uses.

[2] For schools, the intersection level of service analysis also will include the midday peak hour when school is dismissed (typically the peak one-hour period between 2 and 4 PM).

[3] Funding responsibility to be based on project's fair share.

[4] Curb ramps, crosswalks, and pedestrian-activated beacon systems to be constructed where missing or substandard per the Los Altos *Complete Streets Master Plan* .

[5] Other complete street improvements for bike/pedestrian access including pedestrian-activated beacon systems per the City of Los Altos *Complete Streets Master Plan* .