THE DECEMBER

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		quired ¹	VTA Tool				✓
Basic LTA			Local Transportation Analysis (LTA) Type	Summary	Focused	Standard	Expanded
			Trip Generation	✓	>	✓	✓
ı	Elements		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		√	√	√
Cont	y Int	red	Within 0.5 miles		✓	✓	✓
ion	stud	Signalized	Within 1 mile		✓	✓	
sect	5	Sig	Beyond 1 mile with ≥10 trips/lane/peak hour				✓
nter	9	2	Existing & Existing + Project		✓	✓	✓
1/50		5	Near-Term & Near-Term+Project	Near-Term & Near-Term+Project √		✓	✓
21	773	376	Future 2040 & Future 2040 + Project				✓
	Operational Study Elements within LTA		Site Access & On-Site Circulation	✓	✓	✓	✓
			Pedestrian Site Access Analysis	✓	\	✓	✓
0			Bike Site Access Analysis	✓	✓	✓	✓
ı			Student Drop-Off/Pick-Up Analysis		✓	✓	✓
			Transit Connectivity		✓	✓	✓
			On-Street Parking Occupancy Study ²		✓	✓	✓
			Left / Right Turn Queue Analysis			✓	✓
			Neighborhood Traffic Intrusion Analysis			✓	✓
			Sidewalk, Curb & Gutter Replacement	✓	✓	✓	✓
	1	98	Landscape and Streetlighting	✓	✓	✓	✓
ents	0 to 1		Curb Ramps/X-walks	✓	✓	✓	✓
eme		-	Full Street Microsurface			✓	✓
orov	۳,	2	Pedestrian Crossing Improvements ≤ 0.5 miles ⁴		✓	✓	✓
Ē			Pedestrian Crossing Improvements ≤ 0.75 miles ⁴			✓	✓
-Site		ja o	Pedestrian Crossing Improvements ≤ 1 miles ⁴				✓
Off			Sidewalk Gap Closure to Nearest Transit Stop and			√	√
ired	Required Off-Site Improvements Route Serving Improvements ³		Recreational/Civic/Institutional Uses ≤ 0.25 miles			v	v
nbə		2	Other Complete Street Improvements for			✓	✓
~	,	<u>ء</u>	Bike/Pedestrian Access ≤ 0.25 miles ⁵				
		חסצ	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.

 $^{^{\}rm 3}\,{\rm Funding}$ 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		Entertain	ment Venue	
			Gross Floor Area (square feet)	<1,500	1,500-2,499	2,500-24,999	≥25,000
/MT An	nalysis Re	quired ¹	VTA Tool				✓
			Local Transportation Analysis (LTA) Type	Focused	Standard	Expanded	Expanded
Basic LTA Elements			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	✓	✓	V	✓
Cont	y Int	zed	Within 0.5 miles	✓	✓	✓	✓
ion	Stud	Signalized	Within 1 mile	-	✓	✓	✓
sect	Š	Sig	Beyond 1 mile with ≥10 trips/lane/peak hour			✓	✓
nter	90		Existing & Existing + Project	✓	✓	✓	✓
s/Ir	Scenarios		Near-Term & Near-Term+Project		✓	✓	✓
2	aus.		Future 2040 & Future 2040 + Project			✓	✓
			Site Access & On-Site Circulation	✓	✓	✓	✓
0	perationa	al	Pedestrian Site Access	✓	✓	✓	✓
Ŭ	Study	.,	Bike Site Access	√	✓	✓	✓
ı	Elements		Transit Connectivity	√	✓	✓	✓
	within		On-Street Parking Occupancy Study		✓	✓	✓
	LTA		Left / Right Turn Queue Analysis		✓	✓	✓
			Neighborhood Traffic Intrusion Analysis		✓	✓	✓
	_		Sidewalk, Curb & Gutter Replacement	✓	✓	✓	✓
ts	1200	9	Landscape and Streetlighting	✓	✓	✓	✓
nen	101	Landscape and Streetlighting ✓ ✓ Curb Ramps/X-walks ✓ ✓		✓	✓	✓	
ove	_		Full Street Microsurface		✓	✓	✓
mpr			Pedestrian Crossing Improvements ≤ 0.5 miles ³		✓	✓	✓
te l		7,	Pedestrian Crossing Improvements ≤ 1 mile ³			✓	✓
d O#-5	Route Serving Improvements ²		Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles			√	✓
Required Off-Site Improvements	Route	mprov	Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles ⁴			✓	✓
~			Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles⁴				√

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	1	Medical/Dental Off	ice
1			Gross Floor Area (square feet)	<3,000	3,000-6,999	≥7,000
VMT Analysis Required ¹		equired	VTA Tool	✓	✓	✓
Basic LTA			Local Transportation Analysis (LTA) Type	Focused	Standard	Expanded
	LTA Elements		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	√	\	✓
Cont	y Int	ed	Within 0.5 miles	✓	✓	✓
ion (tuď	Signalized	Within 1 mile		✓	√
sect	55	Sig	Beyond 1 mile with ≥10 trips/lane/peak hour			✓
nter	Scenarios -		Existing & Existing + Project	✓	✓	✓
11/50	3		Near-Term & Near-Term+Project		✓	✓
)1	Sce		Future 2040 & Future 2040 + Project			✓
	Operational Study Elements within LTA		Site Access & On-Site Circulation	✓	✓	✓
O			Pedestrian Site Access	✓	✓	✓
			Bike Site Access	✓	✓	✓
			Transit Connectivity	✓	✓	✓
			Left / Right Turn Queue Analysis		✓	✓
			Neighborhood Traffic Intrusion Analysis		✓	✓
			Sidewalk, Curb & Gutter Replacement	✓	✓	✓
	1	lagt	Landscape and Streetlighting	✓	✓	✓
ents			Curb Ramps/X-walks	✓	✓	✓
/em			Full Street Microsurface		✓	✓
pro.	7	ts	Pedestrian Crossing Improvements ≤ 0.5 miles ³	✓	✓	✓
Ē		nen	Pedestrian Crossing Improvements ≤ 0.75 miles ³		✓	✓
-Site		over	Pedestrian Crossing Improvements ≤ 1 mile ³			✓
red Off	1	ig impr	Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles		✓	√
Requi	Required Off-Site Improvements Route Serving Improvements Fron		Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles ⁴		✓	✓
		Koute	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 A	nalysis Re	equired1	VTA Tool		✓			
			Local Transportation Analysis (LTA) Type	Summary	Focused	Focused	Standard	Expanded
	Basic LTA Elements		Trip Generation	✓	✓	✓	✓	✓
			Project Trip Distribution & Assignment	✓	✓	✓	✓	√
			Parking Summary	✓	✓	✓	✓	✓
LOS/Intersection Control Analysis	Study Intersections	Signalized Unsignalized	Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer		1	√	√	√
Con	y In	pez	Within 0.5 miles		✓	✓	✓	✓
ion	Stud	nali:	Within 1 mile				✓	✓
sect	٥,	Sig	Beyond 1 mile with ≥10 trips/lane/peak hour					✓
nter		5	Existing & Existing + Project		✓	>	✓	✓
ıl/sc	2	<u> </u>	Near-Term & Near-Term+Project				✓	✓
21	Scenarios		Future 2040 & Future 2040 + Project					✓
			Site Access & On-Site Circulation		✓	\	✓	✓
C	peration	al	Pedestrian Site Access	✓	✓	✓	✓	✓
	Study Elements within		Bike Site Access	✓	✓	✓	✓	✓
			Transit Connectivity		✓	✓	✓	✓
	LTA		Left / Right Turn Queue Analysis				✓	✓
			Neighborhood Traffic Intrusion Analysis				✓	✓
			Sidewalk, Curb & Gutter Replacement	✓	✓	✓	✓	✓
	3	30 B	Landscape and Streetlighting	✓	✓	✓	✓	✓
ents		2	Curb Ramps/X-walks	✓	✓	✓	✓	✓
/em			Full Street Microsurface				✓	✓
pro	ts ²	S .	Pedestrian Crossing Improvements ≤ 0.5 miles ³			✓	✓	✓
<u>E</u>		шеш	Pedestrian Crossing Improvements ≤ 0.75 miles ³				✓	✓
-Site	Route Serving Improvements ²		Pedestrian Crossing Improvements ≤ 1 mile ³					✓
Required Off-Site Improvements			Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles				✓	✓
Requi		Servin	Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles⁴				✓	✓
		Koute	Other Complete Street Improvements for Bike/Pedestrian Access \leq 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		quired ¹				
Basic			Local Transportation Analysis (LTA) Type	Standard	Expanded	Expanded
LTA			Trip Generation	✓	✓	✓
	Elements		Project Trip Distribution & Assignment	✓	✓	✓
			Parking Summary	✓	✓	✓
LOS/Intersection Control Analysis	ion Control Analysis		Locations on Arterials or Collectors that Provide Access to the Site and Other Locations Identified by City Traffic Engineer	√	√	✓
Cont	y In	ed	Within 0.5 miles	✓	✓	✓
ion	Stud	Signalized Unsignalized	Within 1 mile	√	✓	✓
sect	- 65	Sign	Beyond 1 mile with ≥10 trips/lane/peak hour		✓	✓
nter	,	<u></u>	Existing & Existing + Project	✓	✓	✓
ıl/sc	5	B	Near-Term & Near-Term+Project	✓	✓	✓
רכ	LOS/Inte		Future 2040 & Future 2040 + Project		✓	✓
			Site Access & On-Site Circulation	✓	✓	✓
0	Operational Study Elements within		Pedestrian Site Access	✓	✓	✓
Ū			Bike Site Access	✓	✓	✓
			Transit Connectivity	✓	✓	✓
			On-Street Parking Occupancy Study	✓	✓	✓
	LTA		Left / Right Turn Queue Analysis	✓	✓	✓
			Neighborhood Traffic Intrusion Analysis	✓	✓	✓
			Sidewalk, Curb & Gutter Replacement	✓	✓	✓
ts	400		Landscape and Streetlighting	✓	✓	✓
nen		5	Curb Ramps/X-walks	✓	✓	✓
over			Full Street Microsurface	✓	✓	✓
mpr	Required Off-Site Improvements Route Serving Improvements		Pedestrian Crossing Improvements ≤ 0.75 miles ³	✓	✓	✓
ite I			Pedestrian Crossing Improvements ≤ 1 mile ³		✓	✓
g-JJO p			Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles	✓	✓	√
Require	Route	Improv	Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles ⁴	✓	✓	✓
Œ		_	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.*

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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		✓	✓	✓
			Local Transportation Analysis (LTA) Type	Summary	Focused	Standard	Expanded
	Basic		Trip Generation	✓	✓	✓	✓
	LTA Elements		Project Trip Distribution & Assignment	✓	✓	✓	✓
Liements			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		✓	√	✓
Con	y In	pəz	Within 0.5 miles		✓	✓	✓
ion	Stud	Signalized	Within 1 mile			✓	✓ ✓
sect	St	Sig	Beyond 1 mile with ≥10 trips/lane/peak hour				✓
nter	ios		Existing & Existing + Project		✓	✓	✓
1/50	Scenarios		Near-Term & Near-Term+Project			✓	✓
ב	Sce		Future 2040 & Future 2040 + Project				✓
	Operational		Site Access & On-Site Circulation	✓	✓	✓	✓
			Pedestrian Site Access	✓	✓	✓	✓
			Bike Site Access	✓	✓	✓	✓
	Study		Transit Connectivity		✓	✓	✓
	Elements		School Walkability		✓	✓	✓
	within LTA ²		School Bikability		✓	✓	✓
	LIA		On-Street Parking Occupancy Study		✓	✓	✓
			Left / Right Turn Queue Analysis			✓	✓
			Neighborhood Traffic Intrusion Analysis			✓	✓
	d)		Sidewalk, Curb & Gutter Replacement	✓	✓	✓	√
	itagi		Landscape and Streetlighting	✓	✓	√	√
ents	Frontage		Curb Ramps/X-walks	✓	✓	✓	✓
,em			Full Street Microsurface			✓	✓
pro	ts³		Pedestrian Crossing Improvements ≤ 0.5 miles ⁴		✓	✓	✓
<u>=</u>	men		Pedestrian Crossing Improvements ≤ 0.75 miles ⁴			✓	✓
-Site	ovei		Pedestrian Crossing Improvements ≤ 1 mile ⁴				✓
Required Off-Site Improvements	g Impr		Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles			✓	✓
Requi	Route Serving Improvements ³		Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles ⁵			✓	√
	Route		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		Rest	aurant	
.1			Gross Floor Area (square feet)	<2,000	2,000-3,999	4,000-19,999	≥20,000
VMT Analysis Required ¹			VTA Tool				√
Paris.			Local Transportation Analysis (LTA) Type	Focused	Standard	Expanded	Expanded
Basic LTA Elements			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	√	√	√	√
Con	y Int	ed	Within 0.5 miles	✓	✓	✓	√
ion	stud	Signalized	Within 1 mile		✓	✓	✓
sect	Ω	Sign	Beyond 1 mile with ≥10 trips/lane/peak hour			✓	√
ıter		Us	Existing & Existing + Project	✓	✓	✓	✓
s/Ir	Scenarios		Near-Term & Near-Term+Project		✓	✓	✓
2	3	306	Future 2040 & Future 2040 + Project			✓	√
			Site Access & On-Site Circulation	✓	✓	✓	✓
0	peration	al	Pedestrian Site Access	✓	✓	✓	✓
·	Study		Bike Site Access	✓	✓	✓	✓
	Elements		Transit Connectivity	✓	✓	✓	✓
	within		On-Street Parking Occupancy Study		✓	✓	✓
	LTA		Left / Right Turn Queue Analysis		✓	✓	✓
			Neighborhood Traffic Intrusion Analysis		✓	✓	✓
			Sidewalk, Curb & Gutter Replacement	✓	✓	✓	✓
t		rage	Landscape and Streetlighting	✓	✓	✓	✓
nen	, de la constant de l	5	Curb Ramps/X-walks	✓	✓	✓	✓
ove.	_		Full Street Microsurface		✓	✓	✓
mpr			Pedestrian Crossing Improvements ≤ 0.5 miles ³		✓	✓	✓
te		2,	Pedestrian Crossing Improvements ≤ 1 mile ³			✓	✓
d Off-S	Route Serving	ements	Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles			✓	✓
Required Off-Site Improvements	Route	Improvements ²	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

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* .

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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
МТ А	nalysis Re	equired ¹	VTA Tool					✓
			Local Transportation Analysis (LTA) Type	Summary	Focused	Standard	Expanded	Expanded
Basic LTA Elements			Trip Generation	✓	✓	✓	✓	✓
		s	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		✓	√	√	√
Sont	v T	pə	Within 0.5 miles		✓	✓	✓	✓
ion	tud	Signalized	Within 1 mile			✓	✓	✓
ecti	S	Sign	Beyond 1 mile with ≥10 trips/lane/peak hour				✓	✓
ıters	Scenarios		Existing & Existing + Project		✓	✓	✓	✓
S/Ir			Near-Term & Near-Term+Project			✓	✓	✓
2	3	Š	Future 2040 & Future 2040 + Project				✓	✓
Site Access &		Site Access & On-Site Circulation	✓	✓	✓	✓	√	
,	peration	al	Pedestrian Site Access	✓	✓	✓	✓	✓
•	Study	idi	Bike Site Access	✓	✓	✓	✓	✓
	Elements	s	Transit Connectivity		✓	✓	✓	✓
	within		On-Street Parking Occupancy Study		✓	✓	✓	✓
	LTA		Left / Right Turn Queue Analysis			✓	✓	✓
			Neighborhood Traffic Intrusion Analysis			✓	✓	✓
		-	Sidewalk, Curb & Gutter Replacement	✓	✓	✓	✓	✓
		rrontage	Landscape and Streetlighting	✓	✓	✓	✓	✓
ınts		ron	Curb Ramps/X-walks	✓	✓	✓	✓	✓
eme	L.		Full Street Microsurface			✓	✓	✓
Š	7	's;	Pedestrian Crossing Improvements ≤ 0.5 miles ³		✓	✓	✓	✓
Ē		neu	Pedestrian Crossing Improvements ≤ 0.75 miles ³			✓	✓	✓
-Site		over	Pedestrian Crossing Improvements ≤ 1 mile ³				✓	✓
Required Off-Site Improvements		g Impr	Sidewalk Gap Closure to Nearest Transit Stop and Commercial/Civic/Institutional Uses ≤ 0.25 miles			✓	✓	✓
		Route Serving Improvements	Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.25 miles ⁴			✓	✓	✓
		Route	Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles ⁴				✓	✓

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* .

ATOS CITIES DECOMPA

City of Los Altos Transportation Checklist for Schools

Project Type School ≤32 ≥90 Students 33-89 √ VMT Analysis Required¹ VTA Tool \checkmark Local Transportation Analysis (LTA) Type **Focused** Standard Expanded Basic Trip Generation (Add Midday Peak Hour) LTA Project Trip Distribution & Assignment **Elements Parking Summary** √ √ √ Unsignalizec LOS/Intersection Control Analysis² Locations on Arterials or Collectors that Provide Study Intersections 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 Existing & Existing + Project \checkmark √ \checkmark √ √ Near-Term & Near-Term+Project √ Future 2040 & Future 2040 + Project √ Site Access & On-Site Circulation \checkmark √ Pedestrian Site Access/Walkability Analysis Operational Bike Site Access/Bikability Analysis \checkmark Study Student Drop-Off/Pick-Up Analysis √ √ √ Elements Transit Connectivity √ √ √ within LTA **On-Street Parking Occupancy Study** \checkmark \checkmark \checkmark √ ✓ Left / Right Turn Queue Analysis Neighborhood Traffic Intrusion Analysis √ Sidewalk, Curb & Gutter Replacement ✓ ✓ Frontage Landscape and Streetlighting ✓ √ **√** Required Off-Site Improvements √ √ √ Curb Ramps/X-walks Full Street Microsurface \checkmark √ √ Route Serving Improvements³ Pedestrian Crossing Improvements ≤ 0.5 miles \checkmark Pedestrian Crossing Improvements ≤ 0.75 miles⁴ ✓ Pedestrian Crossing Improvements ≤ 1 mile⁴ √ Sidewalk Gap Closure to Nearest Transit Stop and \checkmark √ Recreational/Civic/Institutional Uses ≤ 0.25 miles Other Complete Street Improvements for √ Bike/Pedestrian Access ≤ 0.25 miles⁵ Other Complete Street Improvements for Bike/Pedestrian Access ≤ 0.5 miles⁵

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* .