

DEPARTMENT OF TRANSPORTATION**DISTRICT 4**

111 GRAND AVENUE
 P.O. BOX 23660, MS-10D
 OAKLAND, CA 94623-0660
 PHONE (510) 286-6053
 FAX (510) 286-5559
 TTY 711
 www.dot.ca.gov



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July 20, 2015

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**CITY OF MENLO PARK
 PLANNING**

Mr. Kyle Perata
 City of Menlo Park
 701 Laurel Street
 Menlo Park, CA 94025

Dear Mr. Van Duyn:

Facebook Campus Expansion Project – Notice of Preparation

Thank you for including the California Department of Transportation (Caltrans) in the environmental review process for the project referenced above. Caltrans' new mission, vision, and goals signal a modernization of our approach to California's transportation system. The following comments are based on the Notice of Preparation. We provide these comments to promote the State's smart mobility goals that support a vibrant economy and build active communities rather than sprawl.

Project Understanding

The proposed project includes the demolition of buildings at the site, except for Building 23, and the construction of two new office buildings, encompassing approximately 967,000 sf. The project as proposed creates a new square footage increase of 127,000 sf. The project also reserves the right to construct a 200-room limited-service hotel with approximately 175,000 sf in the northwestern portion of the project site. The proposed project is bounded by State Route (SR) 84 to the north, Facebook Building 20 to the east, and Chilco Street to the west and south. A portion of the project site abuts the Dumbarton Rail Corridor to the south.

Since the project proposes improvements and encroachment to the state right-of-way (ROW), the environmental document needs to address any and all impacts to the state highway system (SHS), including but not limited to traffic, cultural and biological resources.

Trip Generation and Highway Operations

1. Please provide project-related trip generation, distribution, and assignment including per capita use of transit, rideshare or active transportation modes such as existing bus service; new bus service, such as service to major transit centers; and vehicle miles traveled (VMT) reduction factors. The assumptions and methodologies used to develop this information should be detailed in the study, utilize the latest place-based research, and be supported with appropriate documentation.

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2. Please provide the Traffic Impact Study (TIS), including turning movement traffic per study intersection, under Existing, Project Only, Existing +Project, 2035 Cumulative +Project Conditions. Ensure total AM (PM) inbound/outbound generated traffic to assign all project driveways under Project Conditions, particularly in turning traffic diagrams. The Facebook Campus Expansion Project not only demonstrates large scale office and hotel land uses but also proposes to serve as an event serves site. With regard to event traffic, please elaborate the underlying assumptions and methodology on event traffic (i.e. traffic and its pattern happening during 1 hour-before and 1 hour post event) for a 2000-person event as a worse scenario occurs during AM (PM) peak period.
3. Please clarify whether the project is proposing to signalize the right turn in-out driveway of the 1 Facebook Way entrance between signalized Chilco Street and the existing Facebook West Campus intersections. Will this be a "new" signalized intersection?
4. The TIS should study the following possible two alternatives and impacts on SR 84:
 - a. No-Build Condition: Keep and maintain the existing roadway geometric and intersections between Chilco Street and Willow Road intersections.
 - b. Combining one signalized intersection amid or between Chilco Street and Willow Road in order to provide longer queue storage area during peak hours.
5. The TIS should include any roadways, streets, intersections, and mitigation measures and the City of Menlo Park's financial responsibility.
6. The TIS should address the project's Transportation Demand Management (TDM) program and its ability to decrease vehicle miles travelled. Please include how the TDM program will be monitored for compliance with its objectives.
7. Discuss and analyze any secondary impacts on pedestrians and bicyclists resulting from traffic impact mitigation measures. The analysis should describe any pedestrian and bicycle mitigation measures and safety countermeasures that would in turn be needed as a means of maintaining and improving access to transit facilities and reducing vehicle trips and traffic impacts on state highways.

Hydraulics

1. Please include a complete Hydraulic report and drainage plans.
2. The underground drainage systems for this development need to be maintained by the City/State when constructed within easements or right-of-ways (ROW) accepted by the respective agencies. All other underground/surface drains will be the responsibility of the property owners.

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3. Runoff from this development should not cause a significant increase to downstream flow. However, it is expected to cause an individually small insignificant increase to downstream flow. The impact of many such small increases may become cumulatively significant and needs to be discussed.
4. As necessary, runoff from this development should be controlled by on-site basin/underground storage to limit post-project runoff to no more than pre-project runoff from this site.

Cultural Resource Studies

Caltrans requires that a project environmental document include documentation of a current archaeological record search from the Northwest Information Center of the California Historical Resources Information System if construction activities are proposed within the state ROW. Current record searches must be no more than five years old. Caltrans requires the records search, and if warranted, a cultural resource study by a qualified, professional archaeologist, and evidence of Native American consultation to ensure compliance with California Environmental Quality Act, Section 5024.5 and 5097 of the California Public Resources Code, and Volume 2 of Caltrans' Standard Environmental Reference (<http://ser.dot.ca.gov>). These requirements, including applicable mitigation, must be fulfilled before an encroachment permit can be issued for project-related work in state ROW; these requirements also apply to National Environmental Policy Act documents when there is a federal action on a project. Work subject to these requirements includes, but is not limited to: lane widening, channelization, auxiliary lanes, and/or modification of existing features such as slopes, drainage features, curbs, sidewalks and driveways within or adjacent to state ROW.

Encroachment Permit

Work that encroaches onto the state ROW requires an encroachment permit that is issued by Caltrans. To apply, a completed encroachment permit application, environmental documentation, and five (5) sets of plans clearly indicating the state ROW must be submitted to: Mr. David Salladay, Office of Permits, California Department of Transportation, District 4, P.O. 23660, Oakland, CA 94623-0660. Traffic-related mitigation measures should be incorporated into the construction plans during the encroachment permit process. See the website link for more information: <http://www.dot.ca.gov/hq/traffops/developserv/permits/>

Please forward at least one hard copy and one CD of the environmental document, along with the TIS, including Technical Appendices, as soon as they are available.

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Please feel free to call or email Sandra Finegan at (510) 622-1644 or sandra.finegan@dot.ca.gov with any questions regarding this letter.

Sincerely,



PATRICIA MAURICE
District Branch Chief
Local Development – Intergovernmental Review

c: State Clearinghouse