

MILL SITE LAND USE PLAN
TRAFFIC & CONGESTION STUDY
DRAFT SCOPE OF WORK

1. **Project Management.** The consultant team should designate one Project Manager for this project. The project manager will be responsible for all communications with City Staff, refining the work program, monitoring the project schedule, providing regular progress reports and invoices. The Project Manager should also prepare the Administrative Draft and Final traffic/congestion analysis. Staff anticipates requiring a check-in conference call at least once a month during the length of this consultation engagement to monitor progress and answer questions.
2. **Review Existing Documents.** The consultant shall review the City's proposed Land Use Plan and maximum build-out analysis for the former GP Mill Site, as well as the Circulation Element of the City's proposed Coastal General Plan Amendment and Caltrans highway planning documents.
3. **Attend a Kick-Off Meeting.** The consultant shall meet with City staff to review and discuss the Land Use Plan, maximum build-out analysis, and proposed circulation network and discuss the project scope and schedule.
4. **Methodology.** The traffic analysis shall comply with upcoming changes in CEQA requirements for evaluating transportation impacts as originally described in SB 743 (2013) and more specifically spelled out in CEQA Section 15064.3. In addition, the Governor's Office of Planning and Research (OPR) *Technical Advisory* for implementing CEQA Section 15064.3 shall be utilized. While automobile delay (Level Of Service – LOS) and congestion will no longer treated as a significant impact under CEQA, these aspects of transportation impacts continue to be important considerations for the City and the California Coastal Commission. In general, all modes of transportation need to be considered, including: automobiles, trucks, transit, bicycles, and pedestrians.
5. **Traffic Congestion Analysis.** The consultant shall prepare three complementary analyses of the effect of the buildout of the Land Use Plan on LOS, Congestion on rural highways, and VMT. As you prepare your scope of work please provide a separate cost for each of these studies.
 - a. **Analyze LOS.** The consultant shall establish the existing LOS at the following intersections and roadway segments, as requested by Coastal Commission staff:
 - i. The intersection of Main and Elm Streets;
 - ii. The intersection of Main and Cypress Streets;
 - iii. The intersection of Main and Redwood Streets;
 - iv. The intersection of Main and Pine Streets;
 - v. The Intersection of Highway 1 and Highway 20;
 - vi. The intersection of Highway 1 and Pudding Creek Road.

Traffic counts shall be collected in accordance with industry standards. Counts should be collected between July 30 and September 15, during peak tourism season. Counts should be collected for at least a seven day, continuous period. Peak traffic shall be identified, including: during AM (7 a.m. to 9 a.m.) and PM (4

p.m. to 6 p.m.) peak hours, unless otherwise specified. A count on Saturday from 10:00 a.m. to 3:00 p.m. is also required.

Based on the maximum build-out analysis of the Land Use Plan, future cumulative development and the established existing LOS, the consultant shall determine the future LOS at the intersections and roadway segments identified above.

- b. **Determine Level of Congestion or Street Segment Analysis (Increase in Daily Traffic).** The Street Segment Analysis is intended to address impacts to the rural quality of Highway 1 and Highway 20 from traffic intrusion per the Coastal Act. The analysis of congestion shall be consistent with the requirements of the Coastal Act. The City's Coastal General Plan includes the following policy regarding rural traffic congestion:

Policy C-2.7: Consider Impacts to Roads for LCP Amendments. Direct, indirect, and cumulative adverse impacts to Highway 1 capacity in the rural areas surrounding Fort Bragg shall be considered during the review of proposed LCP amendments that would increase density or change land use classifications to ensure that Highway 1 in rural areas outside the Mendocino County urban/rural boundary remains a scenic two-lane road consistent with Section 30254 of the Coastal Act.

An Average Daily Traffic (ADT) analysis should be completed to measure the relative change in daily traffic on highway segments resulting from an increase in trips or a change in access that alters existing traffic patterns from the build-out of the Mill Site Land Use Plan. This analysis shall break out the effects on truck traffic.

The consultant should establish the existing and future level of congestion (vehicles per hour) at the following roadway segments:

- i. The segment of Highway 1 between Cypress Street and Highway 20;
- ii. The segment of Highway 1 between Highway 20 and the Hare Creek Bridge;
- iii. The segment of Highway 1 between Hare Creek and Fern Creek Road;
- iv. The segment of Highway 1 between the northern City limits of Fort Bragg and Cleone;
- v. The three-mile-long segment of Highway 20 extending west from Highway.

The future level of congestion should be based on the proposed Land Use Plan and associated build-out analysis of the Mill Site Reuse Plan (Exhibit A). Both the Land Use Plan and the Buildout Analysis will be provided to the consultant. The Future level of congestion should also include cumulative impacts of future development.

- c. **Determine Vehicle Miles Traveled.** VMT analysis shall be in accordance with CEQA Section 15064.3. The Consultant shall examine and then select the most appropriate methodology to evaluate the Project's VMT. Appropriate metrics and thresholds shall be developed. At this time, there are no local or regional transportation models that apply to the Fort Bragg area. VMT assumptions, methodology, thresholds, and results shall be fully documented and explained. Potential VMT mitigation options shall be clearly described and include trip reduction strategies or other effective mitigations. Any analysis involving State Green House Gas (GHG) reduction goals shall minimize reliance on detailed,

quantitative modeling. Potential conflicts between the City's Coastal General Plan and the State's GHG reduction goals shall be identified and potential resolutions identified. It is important that methodologies and thresholds developed as part of the transportation analysis for the Project be applicable for future City use as much as practical.

6. **Recommend Changes to the Circulation Plan.** Based on the requirements of the Coastal Act, Caltrans highway planning documents and the City's Coastal General Plan, the consultant should recommend any changes to the Circulation Plan for the Land Use Plan. Additionally, the consultant should also recommend changes to the Circulation Element of the Coastal General Plan so that it complies with the new VMT analysis required by CEQA. A copy of the City's proposed Circulation Element is included as Exhibit B.
7. **Draft Report.** The consultant will submit an administrative draft of the report for staff review and comment. The draft report should include an analysis and relevant background data for the scope of work described in #4 and #5 above.
8. **Final Report.** The consultant will submit a final report that is responsive to staff comments on the administrative draft report.
9. **Presentation to City Council.** The consultant shall provide a brief summary presentation to City Council (20 minutes) of the key findings of the traffic and congestion study as well as any recommended changes to the Land Use Plan and the Circulation Element of the Coastal General Plan.
10. **Electronic and Paper Copies.** The consultant shall submit both electronic and hard copies of the finished product in Microsoft Word and all GIS maps or other original software formats. Three paper copies of the final report will also be required.