

Memorandum of Understanding for Transportation Study

This Memorandum of Understanding (MOU) acknowledges and agrees to all the City of Culver City requirements and fees for the review of a transportation study for the following project.

Date Submitted: _____ MOU Version # _____

Project Name: _____

Project Address: _____

Project Description: _____

Land Use	Gross Floor Area (sq. ft.) <i>Defined per latest ITE publication</i>	Residential Units (#)
_____	_____	_____
_____	_____	_____
_____	_____	_____

Project Horizon Year: _____ Ambient Growth Rate (% per year): _____

Directional Distribution (%): N: _____ S: _____ E: _____ W: _____

Trip Generation Rates: Show AM, PM and daily trip generation rates for each land use and attach total daily trips generation calculations. Indicate ITE Latest Edition/Other _____

Land Use	ITE Code#	AM Trips		PM Trips		Daily Totals	
		In	Out	In	Out	In	Out

Study Intersections: Show all study intersections, intersections subject to capacity analysis credit for advanced traffic signal control synchronization, whether intersections are signalized or non-signalized, and use the same numbering system for all lists of intersections and figures in the study.

No.	Intersection	Signalized/Non-Signalized	Jurisdiction

Residential Streets: Show all residential streets to be studied.

No.	Street Name	Limits	Jurisdiction

Trip Credits: Indicate trip credits to be requested (subject to City approval)

	Trip Credits	Yes/No
Existing Uses		
Pass-By Trips		
Internal Trip Capture		
Transit-Oriented Development (TOD)		
Transportation Demand Management (TDM)		

Related Projects: Before the start of any proposed project analysis, consultants shall:

1. Obtain a list of related projects from the Culver City Current Planning Division and other affected jurisdictions.
2. Prepare a draft list of "related projects specific to the proposed project."
3. Obtain written approval from the City of the "related projects specific to the proposed project."

Maps: The following maps shall be attached to the MOU:

1. A map showing the study intersections and street segments to be analyzed, including City limit lines where applicable.
2. A map showing the project's trip distribution percentages for each land use (inbound and outbound) on the area's road network.
3. A map showing the project's trip assignments at the study intersections and project driveways, as well as road segments when applicable.
4. A site plan of the project showing property lines, alleys, project's driveways and nearby driveways and intersections on both sides of the street including dimensions.

Proposed Mitigation and Transportation Improvements: Any proposed transportation improvement(s) or mitigation measure(s) shall be listed and accompanied by plans of the existing and proposed improvements, including city limit lines and existing and proposed property lines. The City may initially accept conceptual plans to be included in the Transportation Study. Detailed design of such improvements will be part of the project's plans submittals.

Post-Occupancy Traffic Counts: By signing below, the Property Owner/ Developer/Applicant hereby agrees to pay for and submit to the City a post-occupancy traffic count analysis of the development to the satisfaction of the City. The analysis shall determine the amount of actual traffic (motor vehicle, bicycle, and pedestrian) generated by the development compared to the ITE trip generation rates. The analysis shall include a traffic count of all onsite driveways taken upon reaching eighty-five percent (85%) occupancy of the total building gross floor area or within one (1) year of the issuance of the first Temporary Certificate of Occupancy (TCO), as determined by the City. The data shall be used to confirm the findings in the approved study and not result in any additional traffic mitigation measures and/or conditions of approval on the subject project.

Fees: Payment of a fee to the City's PWD for the City's processing of the MOU shall be required before the City approves the MOU. Payment for review of the Transportation Study shall be paid before the City's PWD completes its review of the Transportation Study. Said fees shall be per the most recent Fee Schedule as approved by the City Council.

Applicant Information:

	Property Owner/Applicant	Developer/Applicant	Traffic Consultant
Name			
Title			
Company			
Street Address			
City, State, Zip			
Office			
Cell			
Fax			
Email			

Public Agency Information: If any of the intersection(s) to be studied as part of this study are located within the City of Los Angeles, the unincorporated areas of Los Angeles County and/or impact any other public agency (i.e., Caltrans), then this MOU shall also be approved by the reviewing staff representative from each agency:

	City of Los Angeles	County of Los Angeles	Other Public Agency
Name			
Title			
Company			
Street Address			
City, State, Zip			
Office			
Cell			
Fax			
Email			

Signatures/Expiration: This MOU shall become valid as of the date of the City’s signature and expire one year thereafter. If the administrative draft of the study has not been filed with the City by the expiration date, the MOU shall expire and a new MOU filing, fee, review, and approval process shall be required.

Approved By:

Date:

Property Owner/Applicant

Developer/Applicant

Traffic Consultant

City of Culver City