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July 5, 2023

City of Moorpark  
Attn: Shanna Farley, Principal Planner  
799 Moorpark Avenue  
Moorpark, CA 93021

RE: Moorpark Civic Center Master Plan – Draft  
Environmental Impact Report (DEIR)  
SCH# 2022050175  
GTS# 07-VEN-2022-00547  
Vic. VEN-23 PM 13.438

Dear Shanna Farley:

Thank you for including the California Department of Transportation (Caltrans) in the environmental review process for the above referenced project. The Project would consist of the phased development of a new Civic Center within the Project site. The Project would be built in four phases, as detailed below. During Phase 1, a new 18,000 square foot (sf) library with outdoor plaza would be constructed. The existing city hall would be re -purposed as 5,085 sf of office space, and the existing community center would remain as an active adult center. The existing library would be removed at the end of this phase once the library is moved to the new facility. The two existing parking areas adjacent to the civic center and library would be maintained and reconfigured in Phases 1 and 2. During Phase 1, sidewalks and parking stalls would be added adjacent to the proposed library's frontage on West High Street. During Phase 2, the west commercial site would be developed with approximately 13,000 sf of commercial uses, which would also include the development of a public park as part of that development. During Phase 2, additional parking and an additional driveway would be added on the west end of the Project site associated with development of the west commercial site. Phase 2 would also include the addition of angled parking spaces along the north side of West High Street. During Phase 3, the north site residential area would be developed with approximately 75 units at 25 du/acre. Phase 3 would require the removal of the existing city hall and community center/active adult center buildings, as well as the park that is located within the Project site. The northernmost parking area, which is adjacent to the existing city hall, would be removed during Phase 3. Also, during Phase 3 the driveway from Moorpark Avenue/Walnut Canyon Road would be realigned to eliminate the existing curves. During Phase 4, a new 22,000 sf city hall and a mercado/market would be constructed.

The nearest State facility to the proposed project is SR 23. After reviewing the DEIR, Caltrans has the following comments:

As stated in the Transportation Section (4.15) of the DEIR, the Project will not result in a significant VMT impact. However, the DEIR did identify Conditions of Approval in section 4.15.6 which will require coordination with the Caltrans Office of Permits and Office of Mobility Programs. Section 5 of the Traffic Impact Analysis describes the following:

1. Add a left turn lane on the northbound approach at the intersection of High Street and Moorpark Avenue to address conditions in both 2025 and 2037.
2. Change the existing full movement eastbound Charles Street approach to a right- in and right-out access in Phase 4 and re-route vehicles to enter or exit the project via the signalized intersection of High Street and Moorpark Avenue to the south.

Before the Lead Agency develops the permit application package, please be aware of the following requirements and recommendations:

- Conduct a signal warrants analysis for the Moorpark Avenue and Charles Steet intersection. Note: that the design at this intersection should also enhance pedestrian crossing safety to the greatest extent possible.
- All new or reconstructed sidewalk should meet or exceed all of the latest state standards.
- Install marking and signage along property frontage to enhance cyclist safety.
- A designated deceleration right-turn lane may be required for the Moorpark southbound approach at Charles Street to minimize stopping distance deficiency.
- The Project will result in new transportation infrastructure and these changes should always aim to create a comprehensive, integrated, connected network that is safe to use for all modes.

Please also be aware that the Project would be responsible for payment of applicable fees as required related to the transportation system, and Caltrans is not responsible for any fair-share contribution to the changes or improvements proposed or required by the Lead Agency.

During construction, temporary impacts to local roads such as lane closures may be needed to allow for the connection of utilities, and other related activities. As required by COA TRA-3 (refer to Mitigation Program in DEIR, section 4.15.6), traffic control plans would be developed and coordinated with the city to ensure that no substantial impacts to the circulation system occur as a result of Project construction. Caltrans requests that traffic control plan or Construction Traffic Management Plan (CTMP) be provided to Caltrans. The following elements shall be implemented, as appropriate:

- Construction traffic routes shall avoid residential areas. This would ensure travel in the surrounding residential neighborhoods is minimized and that construction vehicles travel along arterial roadways to access the Project site rather than through the neighborhoods or along pedestrian routes.

- Schedule construction activities to reduce the effects on traffic flows on surrounding arterial streets during peak hours.
- Obtain the required permits for truck haul routes from the City prior to issuance of any permit for the project.
- The project contractor shall identify and enforce truck haul routes deemed acceptable by the City for construction trucks.
- Signs shall be posted along roads identifying construction traffic access or flow limitations due to single lane conditions during periods of truck traffic, if needed.
- Accommodate all equipment and worker parking on-site to the extent feasible.
- Advance notification to adjacent property owners and occupants, as well as nearby schools, of upcoming construction activities, including durations and daily hours of construction.
- Provide safety precautions for pedestrians and bicyclists through such measures as alternate routing and protection barriers.
- Provide for temporary traffic control during all construction activities adjacent to the public right-of-way to improve traffic flow on public roadways (e.g., flag men).
- Any work that would affect the freeways and its facilities, Caltrans has the jurisdiction for review and approval.

Finally, the Project area is located immediately adjacent to the State Route 23. An encroachment permit will be required for any project work proposed on or in the vicinity of Caltrans right-of-way and all concerns must be adequately addressed.

If you have any questions, please feel free to contact Mr. Alan Lin the project coordinator at (213) 269-1124 and refer to GTS # 07-VEN-2022-00547.

Sincerely,



MIYA EDMONSON  
LDR Branch Chief

cc: State Clearinghouse