

DEPARTMENT OF TRANSPORTATION

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*Making Conservation
a California Way of Life*

January 13, 2025

Scott Kolwitz, Senior Planner
Community Development Department
City of Thousand Oaks
2100 Thousand Oaks Boulevard
Thousand Oaks, CA 91362

RE: Conejo Summit Project
SCH # 2023020425
Vic. VEN-101/PM 7.02 to PM 7.88
GTS # VEN-2022-00621-DEIR

Dear Scott Kolwitz,

Thank you for including the California Department of Transportation (Caltrans) in the environmental review process for the above referenced Project. The proposed project includes construction of a 15-building business park on 16 privately owned parcels. The buildings would range in size from approximately 22,700 SF to 93,300 SF of floor space and the building heights would range from 37 to 41 feet above finished grade. Typically, each building would have office space at the front of the building with warehouse/light manufacturing space in the rear. Primary access to the proposed buildings would be from Rancho Conejo Boulevard and Conejo Center Drive. The proposed project would require approximately 156,186 cubic yards of cut and fill, which would be balanced on the site. It is anticipated that the entire project phasing will be completed within approximately 10 years from the commencement of the first phase. The Project site is located within the Rancho Conejo Industrial Area on both sides of Conejo Center Drive and north of Rancho Conejo Boulevard within SP-7 planning area.

The Project site is in close proximity to Thousand Oaks Transit bus stops, including stops at Lawrence Dr./Rancho Conejo Blvd. located approximately 0.50 miles southeast from the Project site; and existing bike routes along Rancho Conejo Blvd., Ventu Park Road, and West Hillcrest. The Project would include end-of-trip bicycle facilities such as bicycle racks and lockers to encourage cycling, which would reduce VMT. Additionally, the Project includes improvements to pedestrian and bicycle connections. The Project also

includes rideshare incentives and electric vehicle charging facilities. As such, the Project would support reduced VMT actions and would not conflict with the State's ability to reduce Statewide GHG emissions through reducing VMT.

For the proposed project, a significant impact would occur if the: VMT per capita or VMT per employee exceeds the citywide average VMT per capita or per employee of the baseline. The project's daily VMT was calculated to be 23,192 per day or 23.5 daily VMT per employee as compared to a 22.7 daily VMT per employee as the Citywide average. Because the Project's daily VMT per employee exceeds the citywide average, the proposed Project would result in a significant transportation impact and would need to mitigate its daily VMT per employee to a less than-significant level. The Project would need to mitigate 0.8 daily VMT per employee or 788 total daily VMT. Based on the thresholds of significance, the proposed Project would result in a significant transportation impact. The Project would need to mitigate its daily VMT per employee to a less than significant level by mitigating 788 Total Daily VMT. The 985 Project employees are estimated to generate a total of 23,192 daily vehicle miles and to be at the citywide average the Project employees would need to generate an estimated 22,404 vehicle miles per day. Therefore, we concur that the project would be required to implement Mitigation Measures TRAF-1 through TRAF-5 to reduce the daily VMT per employee to a less-than-significant level.

Each selected Vehicle Miles Traveled (VMT) reduction measure is required to be fully constructed and operational prior to the issuance of a Certificate of Occupancy for each individual building. These measures must be maintained for the life of the project by the property owner to ensure their effectiveness in reducing VMT and promoting sustainable transportation.

Mitigation Measure TRAF-1 (Pedestrian Access Network): The Project applicant shall close the gaps in the sidewalk system along the 1,500 feet of the west side of Rancho Conejo Boulevard from Conejo Center Drive to Conejo Spectrum Street and the 430 feet of the east side of Conejo Center Drive from Rancho Conejo Boulevard to approximately 500 feet south of Rancho Conejo Boulevard.

Mitigation Measure TRAF-2 (Electric Charging Infrastructure): The Project applicant shall incorporate electrical charging stations for bicycles and scooters and encourage the use of bicycles and scooters as an alternative to vehicle travel for commute trips and trips within the site and to nearby destinations. A minimum of two bicycle or scooter chargers per building (30 total) are required to utilize this mitigation measure.

Mitigation Measure TRAF-3 (Multi-modal Facilities): The Project applicant shall include development design to incorporate, showers, changing rooms, and lockers, for employees who bicycle, jog or walk to work, into each industrial building included in the Project.

Mitigation Measure TRAF-4 (Transportation Demand Management Facilities): The Project applicant shall include development design to incorporate all of the following elements, with minimum of one element per each industrial building, into the whole of the Project: cafeterias, eating establishments, ATMs, day care facilities, and gyms, or other facilities as determined by the Community Development Director and Public Works Director which demonstrate they will reduce the need for midday driving. The Project applicant shall enter into a written agreement between all Project properties to develop, maintain, and mutually share eating areas, cafeterias, eating establishments, ATMs, day care facilities, and gyms or other facilities as determined by the Community Development Director and Public Works Director. The written agreement is to be recorded to the title of all Project properties prior to the issuance of the Certificate of Occupancy for the first building to utilize this VMT reduction measure.

Mitigation Measure TRAF-5 (Electric Vehicle Charging Infrastructure): The Project applicant shall install onsite electric vehicle chargers in addition to what is required by the 2022 California Green Building Standards (84 EV chargers and 249 EV-capable parking spaces) at buildings within designated parking areas.

The proposed Project is required to pay Traffic Mitigation Fees and is required to comply with Mitigation Measure AQ-4 (Transportation Demand Management Air Quality Impact Fee Payment) to mitigate operational emissions impacts. The TDM Fund is a mitigation measure for projects that exceed the ROG and NOx significance thresholds, and funds programs that include, but are not limited to, public transit service, vanpool programs/subsidies, rideshare assistance programs, and off-site TDM facilities. The amount of funding is commensurate with the amount of emissions that need to be mitigated.

Caltrans appreciates the inclusion of basic Transportation Demand Management (TDM) strategies in the project design and recommends incorporating additional measures to maximize their effectiveness. For additional TDM options, please refer to the Federal Highway Administration's *Integrating Demand Management into the Transportation Planning Process: A Desk Reference* (Chapter 8), available at

<http://ops.fhwa.dot.gov/publications/fhwahop12035/fhwahop12035.pdf>.

The construction phase provides another opportunity to proactively mitigate transportation impacts. Developing a comprehensive Transportation Management Plan (TMP) that schedules heavy truck trips during off-peak hours, ensures proper oversized vehicle permit coordination with Caltrans, and minimizes debris spillage onto highways, reducing construction-related impacts. Maintaining clear and continuous emergency access routes during construction is also essential.

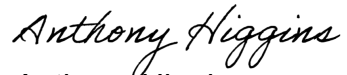
Scott Kolwitz, Senior Planner

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Please contact Mr. Alan Lin at (213) 269-1124 for any questions or additional coordination. Reference GTS #: GTS # VEN-2022-00621-DEIR in all communications.

Sincerely,

Handwritten signature of Anthony Higgins in black ink.

Anthony Higgins

Acting LDR Branch Chief

Cc: State Clearinghouse