

Appendix J

Traffic Study Scoping Agreement

SCOPING AGREEMENT

DATE: June 3, 2025
TO: Jo-Anne Burns, City of West Covina
FROM: Charlene So, Urban Crossroads, Inc.
JOB NO: 16435-01 TA Scope

SUBJECT: DEL NORTE (TENTATIVE TRACT NO. 044618) TRAFFIC STUDY SCOPING AGREEMENT

Urban Crossroads, Inc. has prepared the following Traffic Study Scoping Agreement for the Del Norte (Project), which is located at 1501 Del Norte Street in the City of West Covina. This letter describes the proposed Project trip generation, trip distribution, and analysis methodology, which have been used to establish the draft proposed Project study area and analysis locations based on preliminary comments received from the City's Traffic Consultant.

PROJECT DESCRIPTION

It is our understanding that the Project is to consist of 34 single family detached residential dwelling units, 138 townhomes, and 110 (4-story) stacked flats for a total of 282 dwelling units on a 13.8-acre site. The existing site includes structures that were previously utilized for the Del Norte Intermediate School site which closed in 1989 and were then utilized for the East San Gabriel Valley Regional Occupational Program and Technical Center and later utilized by the East San Gabriel Valley ROP Technical Center. However, the facility has since relocated and the existing structures are currently vacant. As such, no credit has been considered for the purposes of the Traffic Study. Exhibit 1 shows the preliminary site plan.

The Project proposes an access point on Nora Avenue (secondary access) and one on Del Norte Street at the northerly extension of Hollow Avenue (primary access). In addition, the Project will be extending Del Norte Street from the existing terminus at Hollow Avenue out to Sunset Avenue to the east creating a new intersection. The new intersection of Sunset Avenue and Del Norte Street will be restricted to right-in/right-out access only. The Project entries are not proposed to be gated. The Project's anticipated Opening Year is 2028.

EXHIBIT 1: SITE PLAN



TRIP GENERATION

Trip generation represents the amount of traffic that is attracted and produced by a development and is based upon the specific land uses planned for a given project. In order to develop the traffic characteristics of the proposed project, trip-generation statistics published in the Institute of Transportation Engineers (ITE) Trip Generation Manual (11th Edition, 2021) were used to estimate the trip generation. The following trip generation rates were utilized for calculating the trip generation for the proposed Project (see also Table 1):

- Single Family Detached Housing (ITE Land Use Code 210) has been used to derive site specific trip generation estimates for up to 34 dwelling units.
- Single Family Attached Housing (ITE Land Use Code 215) has been used to derive site specific trip generation estimates for up to 138 townhomes.
- Multifamily Housing (Mid-Rise, 4-10 Floors) has been used to derive site specific trip generation estimates for up to 110 4-story stacked flats.

The trip generation summary illustrating daily, and peak hour trip generation estimates for the proposed Project are also shown in Table 1. The proposed Project is anticipated to generate 1,816 two-way trip-ends per day with 131 AM peak hour trips and 154 PM peak hour trips.

TABLE 1: PROJECT TRIP GENERATION SUMMARY

Land Use ¹	Units ²	ITE LU Code	AM Peak Hour			PM Peak Hour			Daily
			In	Out	Total	In	Out	Total	
Single Family Detached	DU	210	0.18	0.52	0.70	0.59	0.35	0.94	9.43
Single Family Attached	DU	215	0.15	0.33	0.48	0.32	0.25	0.57	7.20
Multifamily (Mid-Rise)	DU	221	0.09	0.28	0.37	0.24	0.15	0.39	4.54

¹ Trip Generation Source: ITE Trip Generation Manual, 11th Edition (2021).

² DU = Dwelling Units

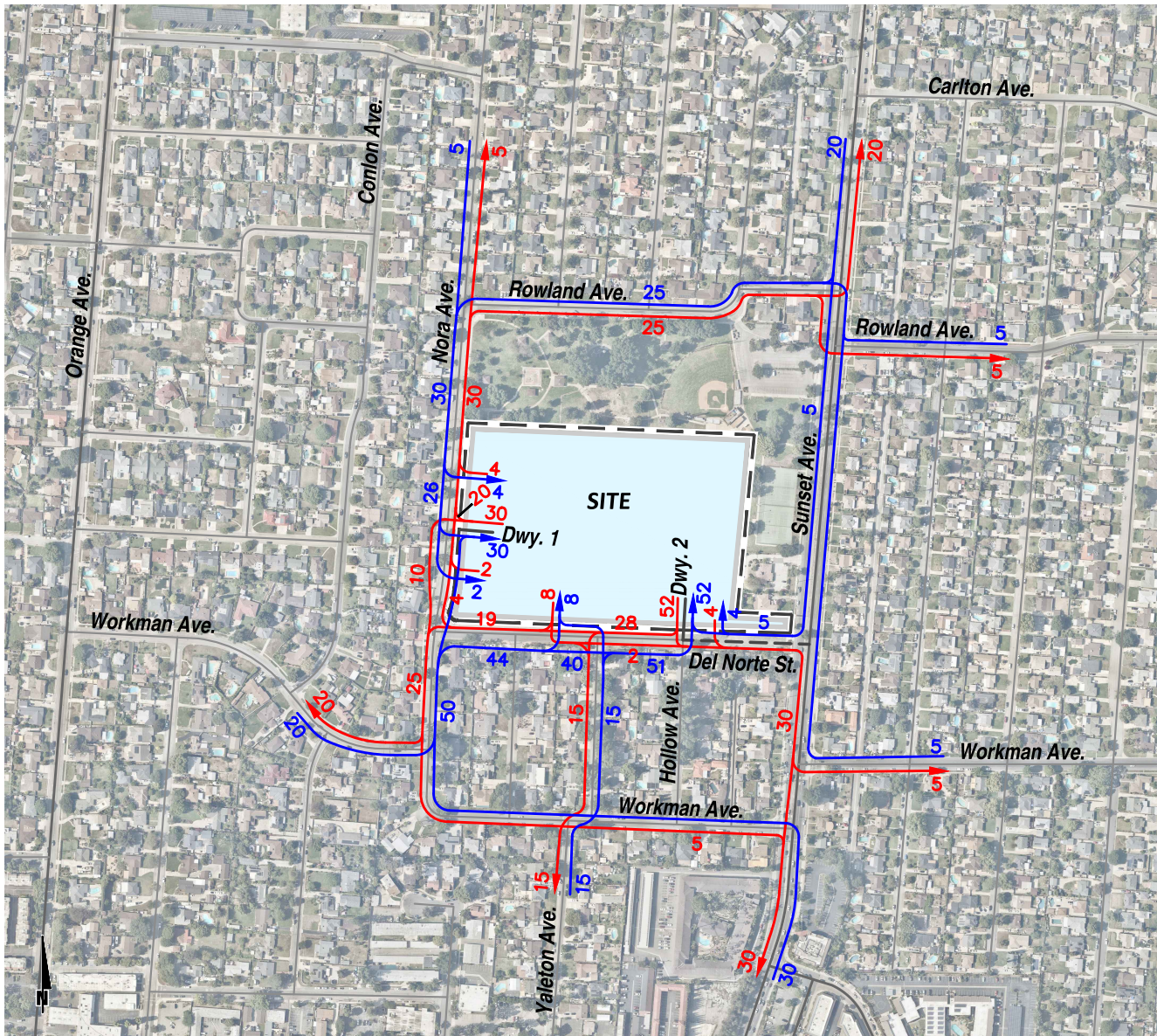
Land Use	Quantity	Units ¹	AM Peak Hour			PM Peak Hour			Daily
			In	Out	Total	In	Out	Total	
Single Family Detached	34	DU	6	18	24	20	12	32	322
Townhomes	138	DU	21	46	67	45	34	79	994
Stacked Flats (4-story)	110	DU	9	31	40	26	17	43	500
Total Trips	282	DU	36	95	131	91	63	154	1,816

¹ DU = Dwelling Units

TRIP DISTRIBUTION

The Project trip distribution represents the directional orientation of traffic to and from the Project site. Trip distribution is the process of identifying the probable destinations, directions, or traffic routes that will be utilized by Project traffic. The potential interaction between the planned land uses and surrounding regional access routes are considered to identify the route where the Project traffic would distribute. The Project trip distribution and assignment process represents the directional orientation of traffic to and from the Project site. The trip distribution patterns used for the Project are shown in Exhibit 2.

EXHIBIT 2: PROJECT TRIP DISTRIBUTION



LEGEND:

- 10 = Percent To/From Project
- = Inbound Trip Distribution
- = Outbound Trip Distribution

ANALYSIS SCENARIOS

Consistent with the City's Guidelines, intersection analysis will be provided for the following analysis scenarios:

- Existing (2025) Conditions
- Existing plus Project Conditions
- Opening Year (2028) Without Project (with cumulatives and ambient growth)
- Opening Year (2028) With Project
- Horizon Year Without Project
- Horizon Year With Project

The project will require a General Plan Amendment from Civic School to Medium and High Density Residential and to a Specific Plan for density and design. As such, Horizon Year analysis scenarios are included in the list above.

All study area intersections will be evaluated using the Highway Capacity Manual (HCM) 7th Edition analysis methodology. The study area that is proposed to be evaluated is shown in Exhibit 3 and listed in Table 2. The study area has been selected based on a 50 peak hour trip criteria (where the Project would be contributing 50 or more peak hour trips).

TABLE 2: STUDY AREA INTERSECTIONS

ID	Intersection Location	Jurisdiction
1	Nora Av. & Driveway 1 (Future)	West Covina
2	Nora Av. & Del Norte St.	West Covina
3	Hollow Av./Driveway 2 & Del Norte St.	West Covina
4	Sunset Av. & Rowland Av. - North	West Covina
5	Sunset Av. & Rowland Av. - South	West Covina
6	Sunset Av. & Del Norte St. (Future)	West Covina
7	Sunset Av. & Workman Av. - North	West Covina
8	Sunset Av. & Workman Av. - South	West Covina

TRAFFIC COUNTS

Traffic counts (classified by vehicle type) were conducted when local schools were in session and operating on a typical bell schedule (May 29, 2025). No adjustments are proposed to the traffic counts for the baseline traffic condition with the exception of volume balancing between closely spaced intersections (if necessary). Traffic counts were collected between the hours of 7:00-9:00 AM and 4:00-6:00 PM along with applicable pedestrian and bicycle information for each analysis location shown in Exhibit 3.

EXHIBIT 3: STUDY AREA



LEGEND:

- ① = Existing Intersection Analysis Location
- ② = Future Intersection Analysis Location

AMBIENT GROWTH

An ambient growth rate of 1.0% per year is proposed for the study area intersections to approximate background growth not identified by nearby cumulative development projects. As such, a total of 3.03% will be applied to the baseline for 2028 conditions (1.0% per year over 3 years).

CUMULATIVE PROJECTS

It is requested that the City provide current cumulative projects within the study area for inclusion in the Traffic Analysis.

SPECIAL ISSUES

The following special issues will also be addressed:

- A Vehicle Miles Traveled (VMT) Analysis will be addressed under separate cover.
- Conduct traffic signal warrant analysis for all existing and future unsignalized study area intersections, which also includes all Project driveways that do not have access restrictions. Peak hour volume warrants will be evaluated for existing intersections and planning-level (ADT) warrants for all future intersections.
- Discussion of internal circulation and parking.
- Discuss pedestrian connections – sidewalks and ADA ramps.
- Identify locations for loading/unloading zones for larger trucks.
- Identify trash enclosures within the development.
- Line of sight analysis per AASHTO stopping distance tables at each Project driveway will be conducted in order to identify potential on-street parking restrictions. UXR to identify the distance of red curb needed on either side of each driveway to maintain clear sight triangles, which includes vegetation proposed adjacent to each driveway.
- Any pedestrian or transit improvements along Project frontage streets should be considered/identified (specifically at uncontrolled crossing at Sunset Avenue and Rowland Avenue).
- Identify any potential impacts to existing area residents due to increased traffic on Nora Avenue or Del Norte Avenue.
- A queuing analysis for the Project driveways will be conducted along with Studebaker/2nd. Queuing will also be addressed for the freeway off-ramps to ensure no spillback onto the mainline.
- Identify construction impacts by including a general discussion on duration, type of work, type of vehicles, how construction vehicles will enter the site, staging areas, etc. and identify ways in which construction will minimize impacts on the adjacent neighborhoods.

If you have any questions, please contact me directly at cso@urbanxroads.com.