

MEMORANDUM

Date: October 6, 2019

To: Paul Nylund, E.I.T., Development Engineer, Public Works

From: Barry Loveless, P.E. – Police and Municipal Court Project Manager

Subject: Bainbridge Island Police & Municipal Court Traffic Impact Assessment (PLN51524)

The City of Bainbridge Island is submitting a land-use application to complete a project that will combine the Bainbridge Island Municipal Court and Police Station into one existing building located at 8804 Madison Avenue N on the southwest corner of NE New Brooklyn Road and Madison Avenue NE. The proposed project would be 17,739 square-feet with 13,397 square-feet dedicated to police use, 4,069 square feet dedicated to court use, and 273 square feet of shared use. Access would be via the existing driveway along Madison Avenue N. The purpose of this memorandum is to respond to the comments provided in your pre-application summary letter dated September 10, 2019.

Project Description

The City of Bainbridge Island plans to purchase the existing medical building at 8804 Madison Avenue N, complete an extensive interior renovation, and construct an approximately 800 square feet addition to accommodate future occupancy by the Bainbridge Island Municipal Court and Police Station. The property purchase is under contract, and the applicant is in the process of applying for land-use permits.

Traffic Impact Analysis (TIA)

Your letter indicated the proposed project exceeds the threshold for the requirement to perform a concurrency test in accordance with City Code and directed the preparation of a TIA. Submitted with this memorandum are a TIA completed for a nearby site (NE New Brooklyn Rd) for the same project (Bainbridge Island Police & Courts Traffic Impact Assessment, July 2017), as well as a subsequent memorandum (Bainbridge Island Police & Courts Trip Generation Analysis, May 8, 2018) that leverages the information in the TIA and compares the proposed police and court building trip generation to the existing building's medical use. In addition, attached is the TIA prepared for the existing medical building (Island Medical Traffic Analysis, March 2008).

Study Area

The scope of the TIA for the NE New Brooklyn Road site was coordinated with City staff and due to the close proximity of the new site at 8804 Madison Avenue N, the study intersections evaluated are the same:

- State Route (SR) 305/Madison Avenue N
- Madison Avenue N/NE New Brooklyn Road
- Sportsman Club Road/NE New Brooklyn Road

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Trip Generation

The trip generation rate used in the memorandum Bainbridge Island Police and Courts Trip Generation Analysis, May 8, 2018, used incorrect floor areas for the existing building at 8804 Madison Avenue N. As stated in the opening paragraph of this memorandum, the proposed project would be 17,739 square-feet with 13,397 square-feet dedicated to police use, 4,069 square feet dedicated to court use, and 273 square feet of shared use. The estimated trip generation for the relocated police and court is shown in Table 1 using the project trip generation estimates based on trip generation studies conducted at the existing Police and Court buildings on May 25, 2017 and the correct square footage of the proposed facility at 8804 Madison Avenue N.

Table 1. Police & Court Relocation Estimated Weekday Peak Hour Trip Generation – 8804 Madison Ave. N.

Time Period	Proposed Size	Trip Rate ¹ per ksf	Total Trips		
			In	Out	Total
AM Peak Hour	17,739 sf	0.80	8	6	14
PM Peak Hour		0.23	0	4	4

Notes:

1. Based on trip rate per square feet calculated based on existing police station and court sites.

Based on the observed trip generation, the proposed building combination of a Police and Court at 8804 Madison Avenue N is anticipated to generate 14 trips during the weekday AM peak hour and 4 trips during the weekday PM peak hour.

As described previously, the existing site has medical office use. Table 3 compares the proposed police and court building trip generation to the existing medical office use. The estimated trip generation for the medical office use is based on Institute of Transportation Engineers' Trip Generation Manual, 10th Edition. The trip generation rate used in the memorandum Bainbridge Island Police and Courts Trip Generation Analysis, May 8, 2018, used incorrect floor areas for the existing building at 8804 Madison Avenue N., so those are corrected in Table 2 as well.

Table 2. Comparison of Estimated Weekday Peak Hour Trip Generation – 8804 Madison Ave. N.

Land Use	Size	Trip Rate ¹ per ksf	Total Trips		
			In	Out	Total
<u>AM Peak Hour</u>					
Proposed Police/Court Bldg.	17,739 sf	0.80	8	6	14
Existing Medical Bldg. (LU#720)	17,314 sf	2.78	<u>27</u>	<u>21</u>	<u>48</u>
Net New Total Trips			-19	-15	-34
<u>PM Peak Hour</u>					
Proposed Police/Court Bldg.	17,739 sf	0.23	0	4	4
Existing Medical Bldg. (LU#720)	17,314 sf	3.53	<u>26</u>	<u>35</u>	<u>61</u>
Net New Total Trips			-26	-31	-57

Notes: sf = square feet

1. Based on trip rate per square feet from ITE Manual, 10th Edition and Existing Police and Court Survey.

As shown in Table 2, it is anticipated the proposed Police and Court project would generate fewer trips than the existing medical building during both the weekday AM and PM peak hour.

Traffic Impact Analysis for Existing Medical Facility

TIA was performed the existing medical center (Island Medical Traffic Analysis, March 2008). The analysis assumed a medical center of 27,358 sf and an associated 50-unit congregate care facility. The congregate care facility is a separate parcel, so not part of this comparison with the proposed police and court building. The medical facility was constructed in phases with the overall facility planned to be 27,358 sf, but only the first phase was completed consisting of 17,314 sf. Therefore, the trip generation volumes in Table of the March 2008 TIA have been adjusted to reflect only the medical center square footage constructed and occupied. Table 3 below provides a comparison of the revised trip generation estimated for the original medical center and the proposed police and court facility.

Table 3. Comparison of Estimated Weekday Peak Hour Trip Generation – March 2008 Medical Center TIA

Land Use	Size	Trip Rate ¹ per ksf	Total Trips		
			In	Out	Total
<u>AM Peak Hour</u>					
Proposed Police/Court Bldg.	17,739 sf	0.80	8	6	14
Existing Medical Bldg. (LU#720)	17,314 sf	2.54	<u>35</u>	<u>9</u>	<u>44</u>
Net New Total Trips			-27	-3	-30
<u>PM Peak Hour</u>					
Proposed Police/Court Bldg.	17,739 sf	0.23	0	4	4
Existing Medical Bldg. (LU#720)	17,314 sf	3.81	<u>18</u>	<u>48</u>	<u>66</u>
Net New Total Trips			-18	-44	-62

Notes: sf = square feet

1. Based on trip rate per square feet from ITE Manual, 7th Edition and Existing Police and Court Survey.

As shown in Table 3, the proposed Police and Court project is projected to generate fewer trips than the existing medical building during both the weekday AM and PM peak hour.

Parking Analysis

The peak parking demand of the existing police station and court were also reviewed to understand if the potential parking supply of 73 spaces would be sufficient. The trip generation rate used in the memorandum Bainbridge Island Police and Courts Trip Generation Analysis, May 8, 2018, used incorrect floor areas for the existing building at 8804 Madison Avenue N. Parking counts were collected at the existing Police and Court buildings on May 24 and 26, 2017. The parking demand was measured during the midday time period when parking demand was expected to be the highest. Table 4 summarizes the parking demand observed during these observations.

Table 4. Existing Police & Court Parking Demand

	Size (sf)	Total Parking Demand Observed (vehicles)		Average Parking Demand (vehicles)	Parking Rate per ksf ¹
		May 24	May 26		
Police Station	6,480 sf	3	9	6	0.93
Court	2,300 sf	21	17	19	8.27
Combined Sites	8,780 sf	24	26	25	2.85

Notes: sf = square feet

1. Average parking rate per 1,000 square-feet.

The parking observations shown in Table 5 suggest a parking demand of 2.85 spaces per 1,000 square-feet for the combined facility. This results in a parking demand of 51 vehicles assuming a 17,739 square-foot site facility. The estimated parking demand is for the Police and Court is less than the currently available 73 spaces at the site. The reduced demand for parking in the proposed Police/Court facility compared to the existing medical use is another indicator of reduced traffic demand for the proposed new use.

Transportation Impact Fees

The proposed project is subject to City of Bainbridge Island transportation impact fees (TIFs). Bainbridge Island Municipal Code (BIMC) 15.30.200 provides the transportation impact fee rate schedule by land use. Police and court are not a land use category within the current rate schedule; however, the schedule shows an impact fee of \$1,632.47 per weekday PM peak hour trip. The BIMC also allows TIF credit for existing trips already generated at a proposed project site. The proposed project would not generate new weekday PM peak hour trips (see Table 2 and 3) when considering existing site trips generated by the medical office; therefore, no traffic impact fees would be required.

Summary of Key Findings

- The proposed police and court facility is projected to generate fewer vehicle trips than the existing medical building during both the weekday AM and PM peak hour; therefore no traffic mitigation measures would be required.
- The proposed police and court facility would not generate new weekday PM peak hour trips when considering existing site trips generated by the medical office; therefore, no traffic impact fees would be required.