



REVISED LETTER OF UNDERSTANDING

November 7, 2017

Brad Johnson
Westplan Investors
One Glenlake Parkway
Suite 1275
Atlanta, Georgia 30328

RE: Emerson Center (DRI #:TBD)

Dear Mr. Johnson:

The purpose of this letter is to inform you of the GRTA staff recommendation regarding your request for expedited review of the **DRI Emerson Center (DRI #: TBD)**, Development of Regional Impact (DRI). Based on the information presented during the Pre-Review/Methodology meeting on October 30, 2017, the DRI meets the eligibility criteria for requesting expedited review under the DRI *Procedures and Principles for GRTA Development of Regional Impact Review* Section 3-102.F., Livable Centers Initiative. A Trip Generation and Access Analysis are required as part of the review under these criteria. Some of the following items were discussed in the meeting and should assist you and your team in preparing the DRI Review Package. Additional information may be requested for submittal in conjunction with DRI Review Package. Please see the notes below for this basic information.

Project Overview

- This proposed development is located in the City of Smyrna and unincorporated Cobb County. The development is southeast of the intersection of Spring Road and Cumberland Boulevard with US /41/SR3 directly to the east.
- The DRI trigger for this development is a rezoning and an annexation.
- The proposed mixed-use redevelopment consists of approximately 87,500 SF of office, 11,000 square feet of retail, 310 apartments unites and a 200-room hotel.
- The development currently proposes access via one full-access driveway on Spring Hill Parkway and two right-in/right-out driveways on Spring Road.
- Trip generation is estimated at 5,791 gross daily trips based on the Institute of transportation Engineers (ITE) Trip Generation Manual, 10th Edition, 2017.
- The project will be built in one phase, to be completed by 2020.
- The applicant is applying for approval under GRTA's expedited review process under Section 3-1-2 F., Livable Centers Initiative (LCI). The site is in the Spring Road LCI study area.

Methodology for Analysis

- All intersections identified as within the study network shall be analyzed during the AM and PM peak period for (1) existing conditions, (2) future “no-build” conditions and (3) future “build” conditions. This DRI shall be reviewed in one phase completed by 2020.
- A 1.5% annual background traffic rate shall be used for all roadways. Trip generation information for any other major developments currently underway in the study area shall be taken into consideration. The remaining 40% of the projected traffic from an adjacent DRI, DRI #2381 Atlanta Braves Stadium, should be distributed on the roadway network and included in the “No Build” and “Build” conditions for this study.
- Capacity analysis shall be based on turning movement counts collected not more than 12-months prior to the date of the actual DRI submittal to GRTA. As appropriate, pedestrian counts and heavy vehicle counts shall be collected with vehicle counts and considered within the capacity analysis. Turning movement counts shall be collected while local schools are in session and ordinarily not between the week of Thanksgiving and the second week of January or any week of a major holiday.
- Mixed-use, alternative mode and pass-by reductions are allowed per the ITE Trip Generation Manual. An alternative mode reduction of 4% is allowed due to the project site’s proximity to a bus stop for CobbLinc’s Route 10.
- The Level of Service (LOS) standard for all analyses shall be LOS D.
- Default values should not be assumed in the traffic modeling. Existing conditions shall be taken into account.
- The applicant shall research TIP, STIP, RTP, and GDOT’s construction work program, as well as any local government plans (SPLOST, CIP, etc.), to determine the open-to-traffic date, sponsor, cost of the project, funding source(s), for future roadway projects in the project vicinity. This information shall be included within the traffic analysis.

STUDY NETWORK

1. US 41/ SR 3 (Cobb Parkway) at Spring Road/Circle 75 Parkway
2. Spring Road at Cumberland Boulevard
3. Cumberland Boulevard at Spring Hill Parkway
4. Spring Road at existing western right-in/right-out driveway
5. Spring Road at existing right-in/right-out driveway
6. Spring Hill Parkway at existing full access driveway

ADDITIONAL INFORMATION

Every roadway segment and intersection listed above will be analyzed for “required improvements.” If the existing LOS for the segment or intersection is below the applicable level of service for a particular time period (e.g., A.M. peak period, P.M. peak period, etc.), then the measured LOS service for that segment and time periods is the standard by which the “base” and “future” traffic conditions will be designed. For example, if the City’s LOS standard is LOS D, but an intersection or segment currently operates at LOS E for a certain peak period, then the LOS standard for that intersection or segment for “base” and “future” conditions becomes LOS E (only for that intersection and only for that peak period). The “base” is the phase year traffic without the development traffic (also called future “no-build” conditions) and the “future” is the phase year with the development traffic (also called future “build” conditions). As required in the technical guidelines, specific “required improvements” will be identified to bring the “base” LOS and “future” LOS for every roadway segment and intersection up to the applicable LOS standard. If the existing LOS for the segment or intersection is LOS F, then the future “no-build” and future “build” LOS standard will be LOS E. The improvements required to achieve the desired LOS standard will be provided in a table and graphic within the study. The traffic study should indicate the existing roadway laneage at each studied intersection as well as the laneage required (to meet the LOS standard) for future “no-build” and future “build” conditions. The improvements may include both programmed improvements and improvements identified in the study.

The planned and programmed improvement should indicate the project sponsor, the anticipated funding by source (federal, state, city/county, developer, CID, etc.), the year open-to-traffic, and estimate of the total project cost. All other required improvements identified in the study should, to the extent known, identify the cost, sponsor, funding, and timing. If any of these elements are not known, please state as “unknown.”

The future "no-build" and the future "build" analyses should NOT automatically include/assume the additional lanes/capacity associated with planned and programmed improvement projects unless those roadway projects are currently under construction. Instead, the traffic consultant should recommend the additional laneage required to satisfy the level of service standard.

DRI REVIEW PACKAGE CHECKLIST

Please use the DRI Review Package Checklist to help you prepare your GRTA DRI Review Package for expedited review of your application. The Checklist reflects the understandings set forth in this letter, and is incorporated into this letter by reference.

The site plan shall be prepared in accordance with Section 4-104 of the DRI Review Package Technical Guidelines and it shall be dated, and shall be at a scale of 1"= 200' or larger (showing more detail). The site plan shall be consistent with GRTA’s Site Plan Information Guidelines, which represents the minimum required information on site plans.

The applicant shall indicate on the site plans all adjacent land uses, current zoning, and future land use as indicated on the future land use map. Additionally, all existing and proposed sidewalks, existing and proposed pedestrian trails, and existing and proposed roadway laneage should be indicated on the site plan.

DRI REVIEW PACKAGE SUBMITTAL

At the time you are ready to submit your DRI Review Package to GRTA, please note the following:

- Provide one (1) paper copy of all materials – of the Transportation analysis and of the Site Plan
- Provide one (1) CD-ROM with electronic versions of all submittal documents:
 - Provide a PDF of each document
 - Provide the native format for each document
 - .dwg is the preferred CAD format (AutoCAD)
 - .doc is the preferred word processing format (Word)
 - .xls is the preferred spreadsheet format (Excel)
 - .sy 9 or .sy 10 is the preferred capacity analysis format (Synchro)

As part of the completeness certification process, please have your consultant forward one copy of the completed GRTA DRI Review Package (traffic analysis, site plan, CD) to the GDOT District Office, Regional Commission and local government Planning & Development and Transportation group (contact information provided below). GRTA shall be copied on each of the transmittal letters

SRTA/GRTA	ATLANTA REGIONAL COMMISSION	CITY OF SMYRNA	GDOT DISTRICT 7	COBB COUNTY DOT
Emily Estes 245 Peachtree Center Ave. Suite 2200 Atlanta, GA 30303	Andrew Smith International Tower 229 Peachtree St. NE Suite 100 Atlanta, GA 30303	Ken Suddreth Offices in Brawner Hall 3180 Atlanta Road Smyrna, GA 30080	Paul DeNard 5025 New Peachtree Road NE Chamblee, GA 30341	Amy Diaz 1890 County Services Parkway Marietta, GA 30008

Expedited Review Recommendation

Once the DRI Review Package has been submitted and determined complete, and ARC with City of Smyrna have confirmed the LCI consistency qualification, GRTA staff will make a recommendation regarding your request for expedited review under Section 2-202.B of the *Procedures and Principles for GRTA Development of Regional Impact Review*. If the City of Smyrna and/or ARC do not confirm consistency with the LCI as required, then the study network and other methodology assumptions may need to be revised for a Non-Expedited Review.

If you have any questions, please feel free to contact me (404) 893-6171 or by email at eestes@srta.ga.gov.

Sincerely,

Emily Estes
Planner

cc: Jon West, DCA
Annie Gillespie, SRTA/GRTA
Andrew Smith, ARC
Marquitrice Mangham, ARC
Paul DeNard, GDOT District 7
Tim Mathews, GDOT District 7
Karyn Matthew, Cobb County DOT
Amy Diaz, Cobb County DOT
Kevin Moore, City of Smyrna
Russell Martin, City of Smyrna
Ken Suddreth, City of Smyrna
Eric Randall, City of Smyrna

Garvis Sams, Sams, Larkin, Huff and Balli LLP
Abdul Amer, A & R Engineering, Inc.
Abby Rettig, A & R Engineering, Inc.
Chris Harrell, Summit Engineering