Lenhart Traffic Consulting, Inc.

Transportation Planning & Traffic Engineering

Memorandum: ***Date:*** **April 18, 2025**

TO: Down-County Planning Dept.
MNCPPC
2425 Reedie Dr.
14th Floor
Wheaton, MD 20902

FROM: Nick Driban, PE

RE: Traffic Statement for Korean Community Services Center

The purpose of this memorandum is to provide a Traffic Statement to support the Conditional Use application for the property located at 700 Buckingham Drive, in Silver Spring, Maryland. A site location map is provided on **Exhibit 1a**. As shown on **Exhibit 1b**, the property is located in Montgomery County's Silver Spring/Takoma Park Transportation Policy Area. The property currently houses a two-story residential structure with an above-grade living space of 2,665 square feet, currently used as residential space, and a 1,920 square foot basement which is used as a general office for the Korean Community Services Center. The applicant is proposing to convert the 2,665 square foot above-grade residential space to additional general office space.

Montgomery County's Growth and Infrastructure Policy establishes the "Local Area Transportation Review (LATR)" Guidelines which are utilized for the Administration of the County's Adequate Public Facilities Ordinance. These Guidelines establish the extent to which evaluations of traffic operations and safety and/or evaluations of other modes of transportation, such as pedestrians, bicycles, and/or transit are required for a site, based on the specific characteristics of a given site. In cases where a site generates greater than 30 peak hour vehicle trips, an evaluation of adequacy for all modes of transportation is required. In cases where a site generates fewer than 30 peak hour vehicle trips, the site's impact is assumed to be de minimus and no adequacy evaluation is required for any mode of transportation. This Traffic Statement presents an evaluation of transportation analysis requirements for the subject site based on the LATR Guidelines.

The LATR Guidelines specify that the net increase in peak hour person trips is used to determine the need for a transportation study. The peak hour person trips generated by the existing use can be subtracted from the proposed use given either of the following conditions are met: Use and occupancy permits for at least 75% of the originally approved development were issued more than 12 years before the LATR study scope request; or the proposed use will be replacing an existing land use that was occupied for more than 12 years.

The Office of Zoning and Administrative Hearings previously approved a Conditional Use application for this property in 2017. At the time of the 2017 application, the property had an existing special exception approval to allow a medical office use in the basement of the building and residential use of the two upper floors. The 2017 approval permitted the modification of the 1,920 square foot basement from medical office space to general office space for the Korean Community Services Center. The Traffic Statement submitted with the 2017 Conditional Use application has been provided as Appendix B of this document.

The applicant is now proposing to convert the remaining 2,665 square feet of above-grade living space of the building from residential to additional office space for the Korean Community Services Center.

The attached Trip Generation tables shown on **Exhibit 2** contain trip generation totals for the existing and proposed uses based on the ITE Trip Generation Manual, 11th Edition, and adjusted using the appropriate adjustment factors for the Silver Spring/Takoma Park Policy Area. As shown, the proposed modification will result in a net increase of only 4 vehicle trips during the morning peak hour and 7 vehicle trips during the evening peak hour.

With respect to the derivation of the net peak hour trip generation totals:

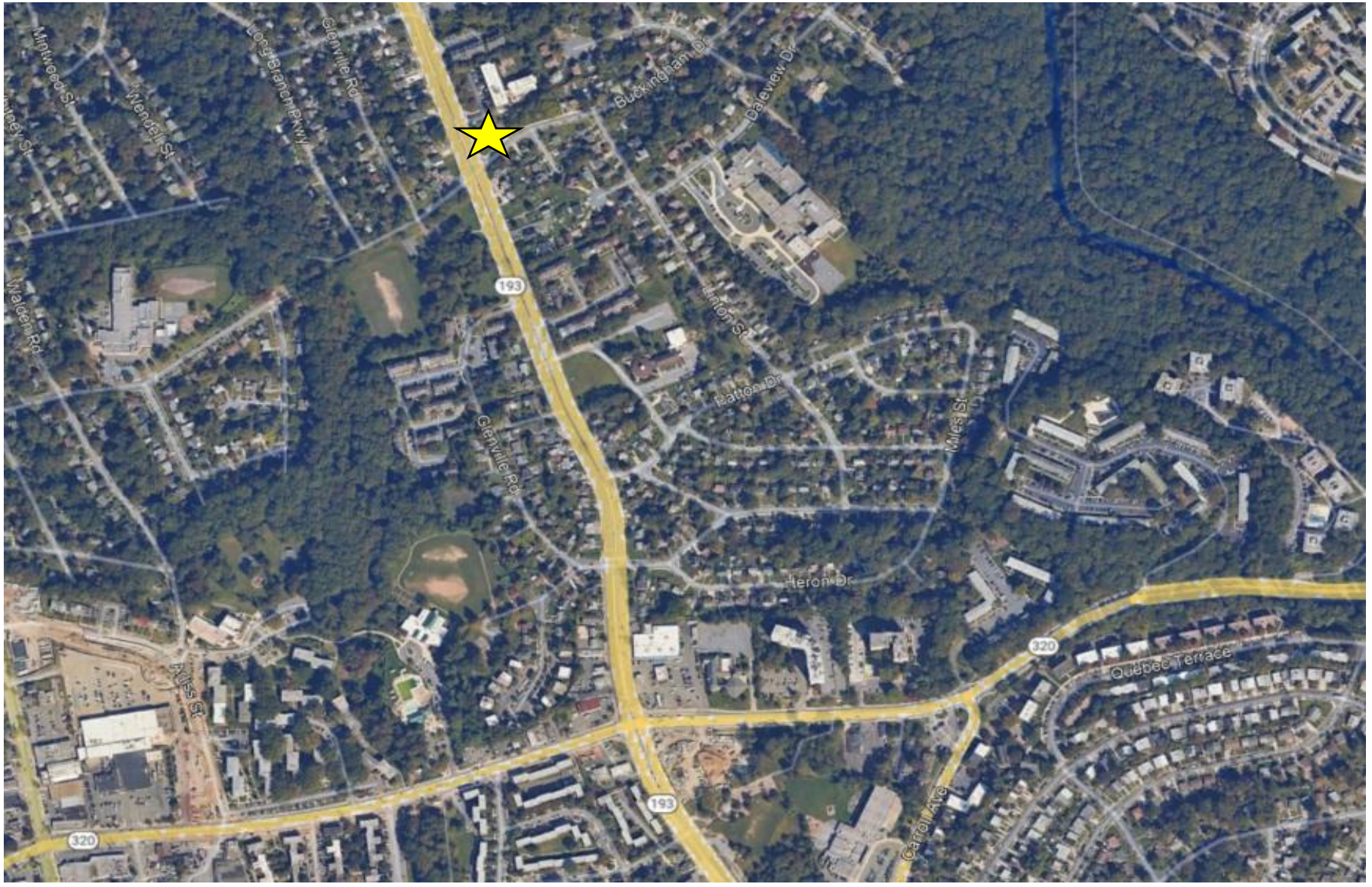
- Given that the 2017 special exception approval occurred less than 12 years ago, the existing conditions at the time of the 2017 application are considered to be the existing conditions for this evaluation. The existing conditions at that time, as discussed above, included 1,920 square feet of medical office space and 2,665 square feet of residential space. For the purposes of the trip generation analyses, the residential portion of the property has not been included in the existing conditions as those trips are negligible and withholding those trips provides a conservative analysis of the impacts of the proposed redevelopment.
- The evaluation of the proposed development includes the modifications of the 2017 application (converting the 1,920 square foot basement from medical-dental office to general office space) and the proposed modifications of the current Conditional Use application, which proposes to convert the remainder of the above-grade living space on the property, totaling 2,665 square feet, from residental to general office space. This results in a total of 4,585 square feet of general office space. As with the evaluation of the existing conditions, the residential portion of the property has been omitted from the trip generation evaluation to provide a conservative analysis of the impacts of the proposed development.
- The proposed additional office space is evaluated using ITE Land Use Code 710 (General Office). This is consistent with the land use code used in the 2017 application for the conversion of the basement space from medical office space to office space for the Korean Community Services Center.

A full transportation study (adequacy test) is not required to satisfy the LATR test because the proposed development generates fewer than 30 vehicle trips during each peak hour.

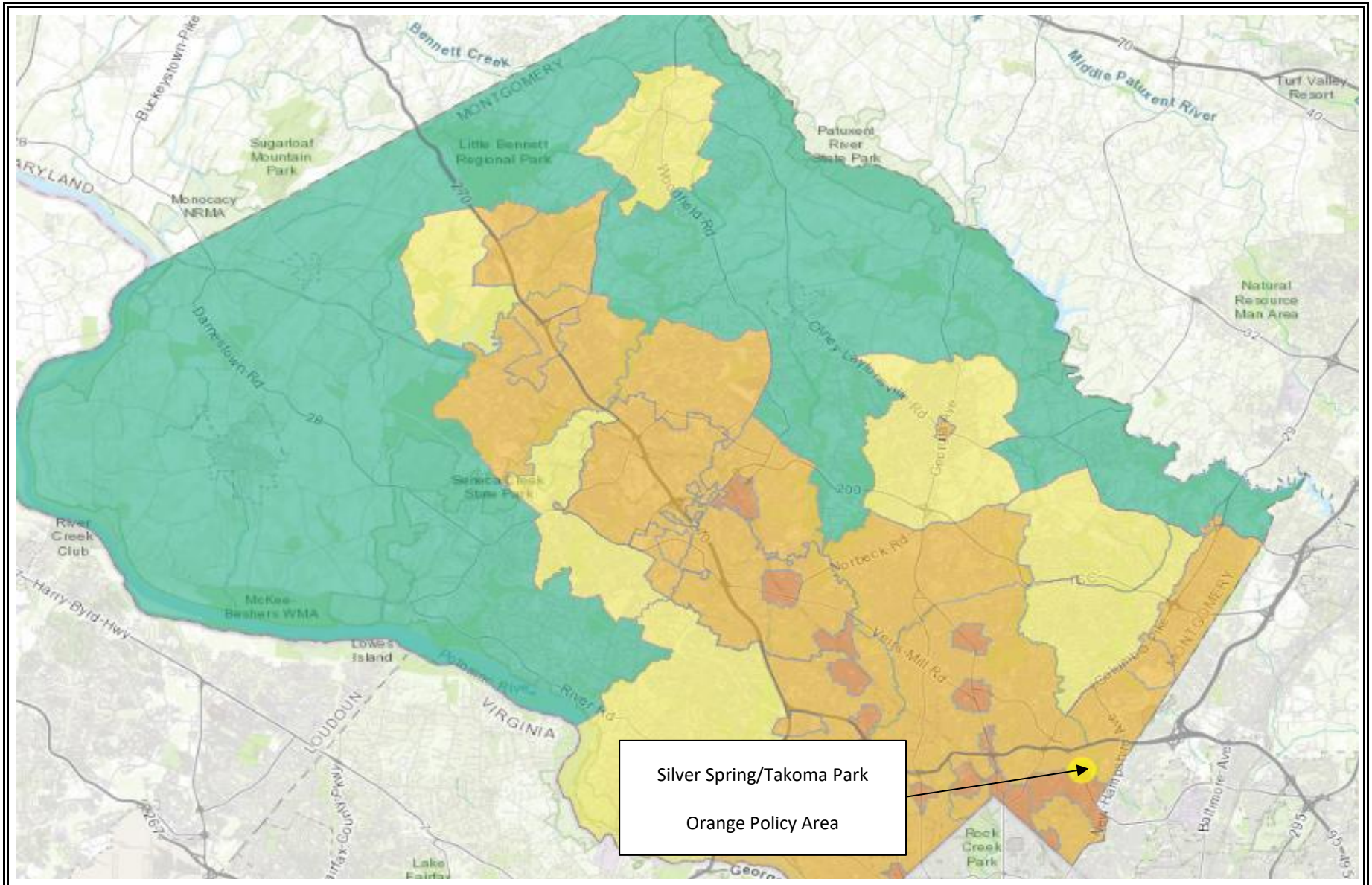
Based on the information contained in this report:

- The project is located in the Silver Spring/Takoma Park Policy Area.
- The project generates fewer than 30 peak hour vehicle trips and is therefore exempt from requiring a full LATR transportation impact study.

Thanks,
C. Nicholas Driban, P.E., PTOE



Traffic Impact Analysis	Policy Area Map	**Exhibit 1b**
LENHART TRAFFIC CONSULTING, INC. 645 BALTIMORE ANNAPOLIS BLVD, SUITE 214 SEVERNA PARK, MD 21146 www.lenharttraffic.com		



Traffic Impact Analysis	Policy Area Map	**Exhibit 1b**
LENHART TRAFFIC CONSULTING, INC. 645 BALTIMORE ANNAPOLIS BLVD, SUITE 214 SEVERNA PARK, MD 21146 www.lenharttraffic.com		

Trip Generation Rates

		Trip Distribution (In/Out)
Medical-Dental Office (ksf, ITE-720)		
	Ln(Morning Trips) = 0.90 x Ln(ksf) + 1.34	79/21
	Evening Trips = 4.07 x (ksf) - 3.17	30/70
	Daily Trips = 36.0 x ksf	
General Office (ksf, ITE-710)		
	Ln(Morning Trips) = 0.86 x Ln(ksf) + 1.16	88/12
	Ln(Evening Trips) = 0.83 x Ln(ksf) + 1.29	17/83
	Ln(Daily Trips) = 0.87 x Ln(ksf) + 3.05	

Original Site Trip Generation (See Note 2)

		AM Peak			PM Peak			Daily Trips
		In	Out	Total	In	Out	Total	
Medical-Dental Office (ksf, ITE-720)	1,920 sq.ft.	6	1	7	1	4	5	69
Total New Vehicular Trips per ITE Trip Generation Manual, 11th Edition:		6	1	7	1	4	5	69
LATR Vehicle Trip Generation Rate Adjustment Factor (Silver Spring/Takoma Park - Office):	83%							
Total LATR Adjusted Vehicular Trips per ITE Trip Generation Manual, 11th Edition:		**5**	**1**	**6**	**1**	**3**	**4**	**57**

Proposed Site Trip Generation (See Note 3)

		AM Peak			PM Peak			Daily Trips
		In	Out	Total	In	Out	Total	
General Office (ksf, ITE-710)	4,585 sq.ft.	11	1	12	2	11	13	79
Total New Vehicular Trips per ITE Trip Generation Manual, 11th Edition:		11	1	12	2	11	13	79
LATR Vehicle Trip Generation Rate Adjustment Factor (Silver Spring/Takoma Park - Office):	83%							
Total LATR Adjusted Vehicular Trips per ITE Trip Generation Manual, 11th Edition:		**9**	**1**	**10**	**2**	**9**	**11**	**66**

Net Increase in Trip Generation

	AM Peak			PM Peak			Daily Trips
	In	Out	Total	In	Out	Total	
Proposed Person Trips:	9	1	10	2	9	11	66
Existing Person Trips:	5	1	6	1	3	4	57
Net Increase in Person Trips:	**4**	**0**	**4**	**1**	**6**	**7**	**9**

Notes:

1. The LATR Guidelines specify that the net increase in peak hour person trips is used to determine the need for a transportation study. The peak hour person trips generated by the existing use can be subtracted from the proposed use given either: Use and occupancy permits for at least 75% of the originally approved development were issued more than 12 years before the LATR study scope request; or the proposed use will be replacing an existing land use that was occupied for more than 12 years.
2. A Conditional Use application was approved by the Office of Zoning and Administrative Hearings in 2017 to convert the basement of the subject property, originally approved for 1,920 square feet of medical office space, into general office space, with the remainder of the house being retained for residential use. As this occured less than 12 years ago, the existing conditions at the time of the 2017 application are considered to be the existing conditions for this evaluation. The existing conditions at that time, and for the purposes of this trip generation evaluation, include 1,920 square feet of medical office space and 2,665 square feet of residential space. Note that the residential portion of the property has not been included in the trip generation analysis as those trips are negligible and withholding those trips provides a conservative analysis of the impacts of the proposed redevelopment.
3. The evaluation of the proposed development includes the modifications of the 2017 application (converting the 1,920 square foot basement from medical-dental office to general office space) and the proposed modifications of the current Conditional Use application, which proposes to convert the remainder of the property, totaling 2,665 square feet, from residental to general office space. As with the evaluation of the existing conditions, the residential portion of the property has been omitted from the trip generation evaluation to provide a conservative analysis of the impacts of the proposed development.
4. Trip generation rates were obtained from the ITE Trip Generation Manual, 11th Edition.

Appendix A

Supplemental Information

Land Use: 710
General Office Building

Description

A general office building is a location where affairs of businesses, commercial or industrial organizations, or professional persons or firms are conducted. An office building houses multiple tenants that can include, as examples, professional services, insurance companies, investment brokers, a banking institution, a restaurant, or other service retailers. A general office building with a gross floor area of 10,000 square feet or less is classified as a small office building (Land Use 712). Corporate headquarters building (Land Use 714), single tenant office building (Land Use 715), medical-dental office building (Land Use 720), office park (Land Use 750), research and development center (Land Use 760), and business park (Land Use 770) are additional related uses.

Additional Data

If two or more general office buildings are in close physical proximity (within a close walk) and function as a unit (perhaps with a shared parking facility and common or complementary tenants), the total gross floor area or employment of the paired office buildings can be used for calculating the site trip generation. If the individual buildings are isolated or not functionally related to one another, trip generation should be calculated for each building separately.

For study sites with reported gross floor area and employees, an average employee density of 3.3 employees per 1,000 square feet GFA (or roughly 300 square feet per employee) has been consistent through the 1980s, 1990s, and 2000s. No sites counted in the 2010s reported both GFA and employees.

The average building occupancy varies considerably within the studies for which occupancy data were provided. The reported occupied gross floor area was 88 percent for general urban/suburban sites and 96 percent for the center city core and dense multi-use urban sites.

The technical appendices provide supporting information on time-of-day distributions for this land use. The appendices can be accessed through either the ITETripGen web app or the trip generation resource page on the ITE website (https://www.ite.org/technical-resources/topics/trip-and-parking-generation/).

The average numbers of person trips per vehicle trip at the eight center city core sites at which both person trip and vehicle trip data were collected are as follows:

- 2.8 during Weekday, Peak Hour of Adjacent Street Traffic, one hour between 7 and 9 a.m.
- 2.9 during Weekday, AM Peak Hour of Generator
- 2.9 during Weekday, Peak Hour of Adjacent Street Traffic, one hour between 4 and 6 p.m.
- 3.0 during Weekday, PM Peak Hour of Generator

The average numbers of person trips per vehicle trip at the 18 dense multi-use urban sites at which both person trip and vehicle trip data were collected are as follows:

- 1.5 during Weekday, Peak Hour of Adjacent Street Traffic, one hour between 7 and 9 a.m.
- 1.5 during Weekday, AM Peak Hour of Generator
- 1.5 during Weekday, Peak Hour of Adjacent Street Traffic, one hour between 4 and 6 p.m.
- 1.5 during Weekday, PM Peak Hour of Generator

The average numbers of person trips per vehicle trip at the 23 general urban/suburban sites at which both person trip and vehicle trip data were collected are as follows:

- 1.3 during Weekday, Peak Hour of Adjacent Street Traffic, one hour between 7 and 9 a.m.
- 1.3 during Weekday, AM Peak Hour of Generator
- 1.3 during Weekday, Peak Hour of Adjacent Street Traffic, one hour between 4 and 6 p.m.
- 1.4 during Weekday, PM Peak Hour of Generator

The sites were surveyed in the 1980s, the 1990s, the 2000s, the 2010s, and the 2020s in Alberta (CAN), California, Colorado, Connecticut, Georgia, Illinois, Indiana, Kansas, Kentucky, Maine, Maryland, Michigan, Minnesota, Missouri, Montana, New Hampshire, New Jersey, New York, Ontario (CAN)Pennsylvania, Texas, Utah, Virginia, and Washington.

Source Numbers

161, 175, 183, 184, 185, 207, 212, 217, 247, 253, 257, 260, 262, 273, 279, 297, 298, 300, 301, 302, 303, 304, 321, 322, 323, 324, 327, 404, 407, 408, 419, 423, 562, 734, 850, 859, 862, 867, 869, 883, 884, 890, 891, 904, 940, 944, 946, 964, 965, 972, 1009, 1030, 1058, 1061

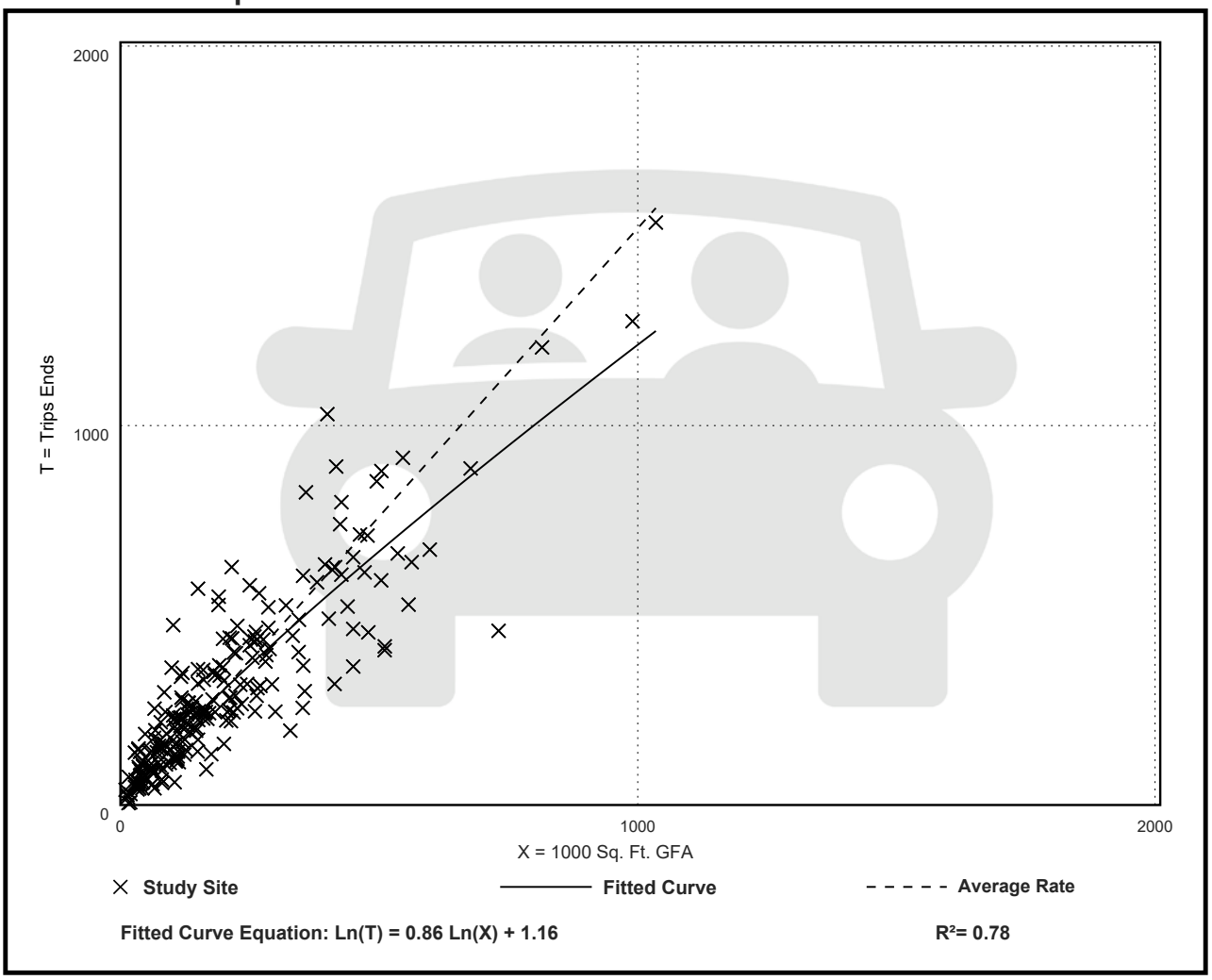
General Office Building
(710)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
Setting/Location: General Urban/Suburban
Number of Studies: 221
Avg. 1000 Sq. Ft. GFA: 201
Directional Distribution: 88% entering, 12% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
1.52	0.32 - 4.93	0.58

Data Plot and Equation



Fitted Curve Equation: Ln(T) = 0.86 Ln(X) + 1.16

R^2= 0.78

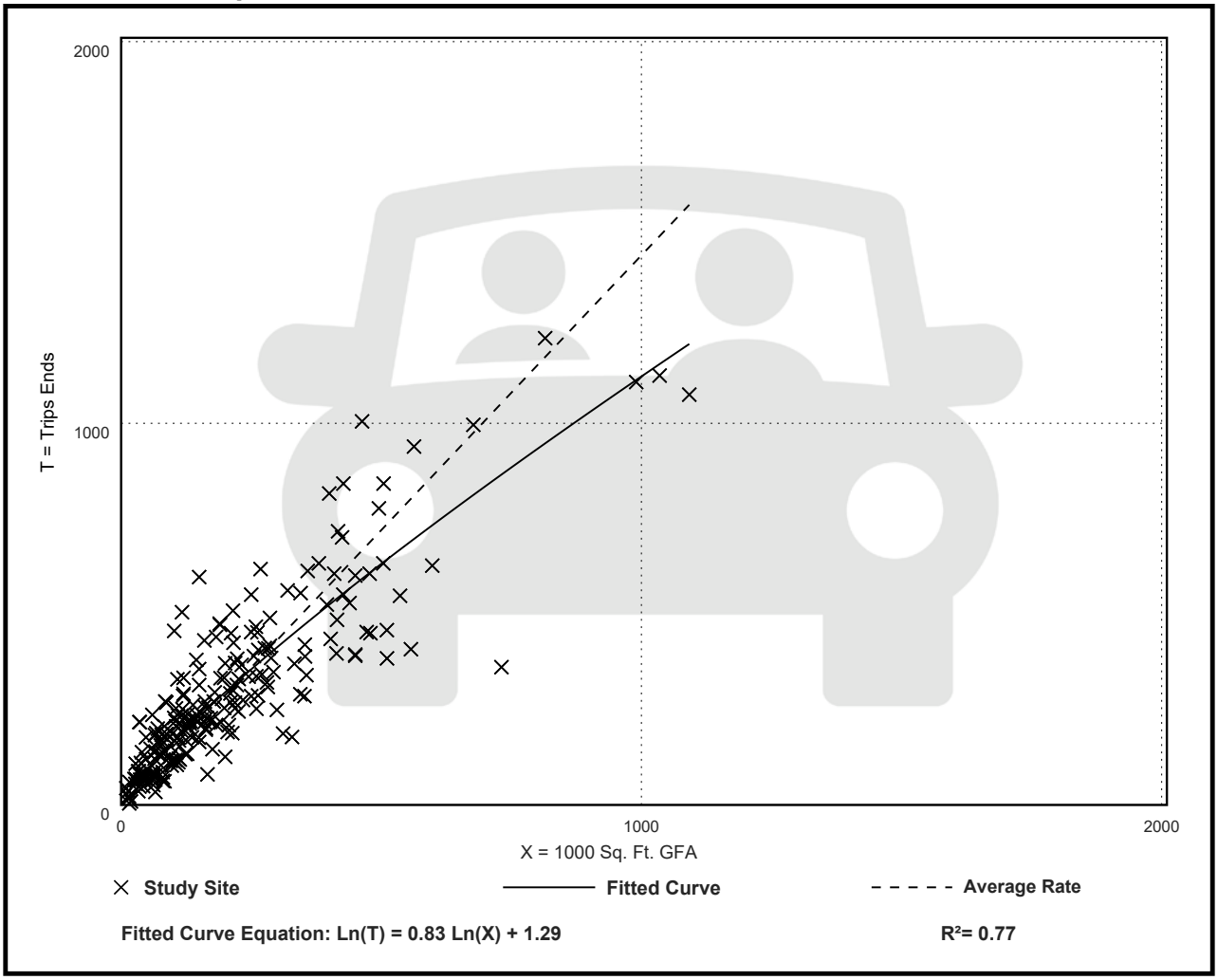
General Office Building
(710)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.
Setting/Location: General Urban/Suburban
Number of Studies: 232
Avg. 1000 Sq. Ft. GFA: 199
Directional Distribution: 17% entering, 83% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
1.44	0.26 - 6.20	0.60

Data Plot and Equation



Fitted Curve Equation: Ln(T) = 0.83 Ln(X) + 1.29

R^2= 0.77

Land Use: 720
Medical-Dental Office Building

Description

A medical-dental office building is a facility that provides diagnoses and outpatient care on a routine basis but is unable to provide prolonged in-house medical and surgical care. One or more private physicians or dentists generally operate this type of facility. General office building (Land Use 710) and clinic (Land Use 630) are related uses.

Land Use Subcategory

Analysis of medical-dental office building data found that trip generation rates are measurably different for sites located within or adjacent to a hospital campus and sites that are stand-alone. Data plots are presented for these two land use subcategories.

Additional Data

The technical appendices provide supporting information on time-of-day distributions for this land use. The appendices can be accessed through either the ITETripGen web app or the trip generation resource page on the ITE website (https://www.ite.org/technical-resources/topics/trip-and-parking-generation/).

The sites were surveyed in the 1980s, the 1990s, the 2000s, and the 2010s in Alberta (CAN), California, Connecticut, Kentucky, Maryland, Minnesota, New Jersey, New York, Ohio, Oregon, Pennsylvania, South Dakota, Texas, Virginia, Washington, and Wisconsin.

Source Numbers

104, 109, 120, 157, 184, 209, 211, 253, 287, 294, 295, 304, 357, 384, 404, 407, 423, 444, 509, 601, 715, 867, 879, 901, 902, 908, 959, 972

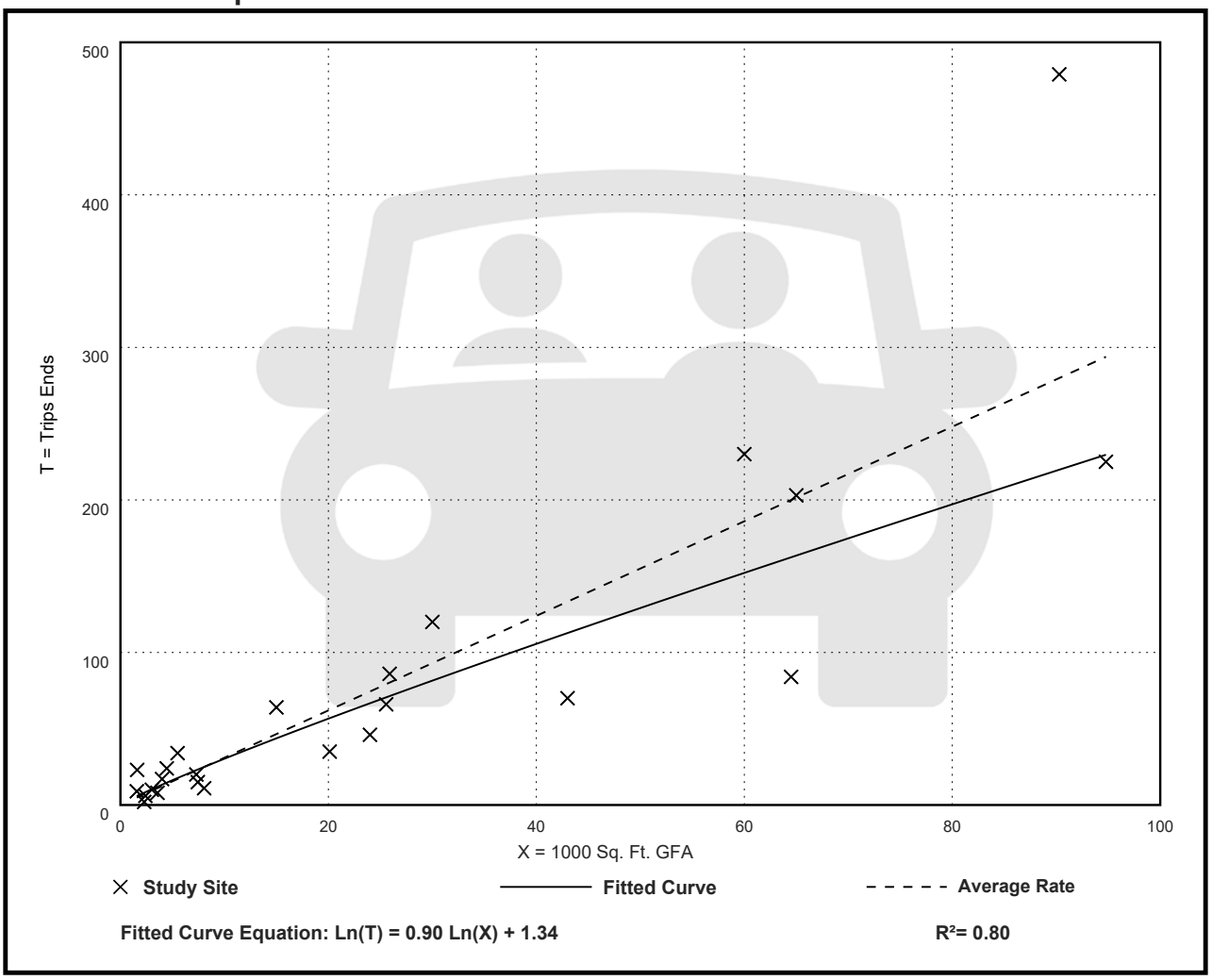
Medical-Dental Office Building - Stand-Alone (720)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.
Setting/Location: General Urban/Suburban
Number of Studies: 24
Avg. 1000 Sq. Ft. GFA: 25
Directional Distribution: 79% entering, 21% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
3.10	0.87 - 14.30	1.49

Data Plot and Equation



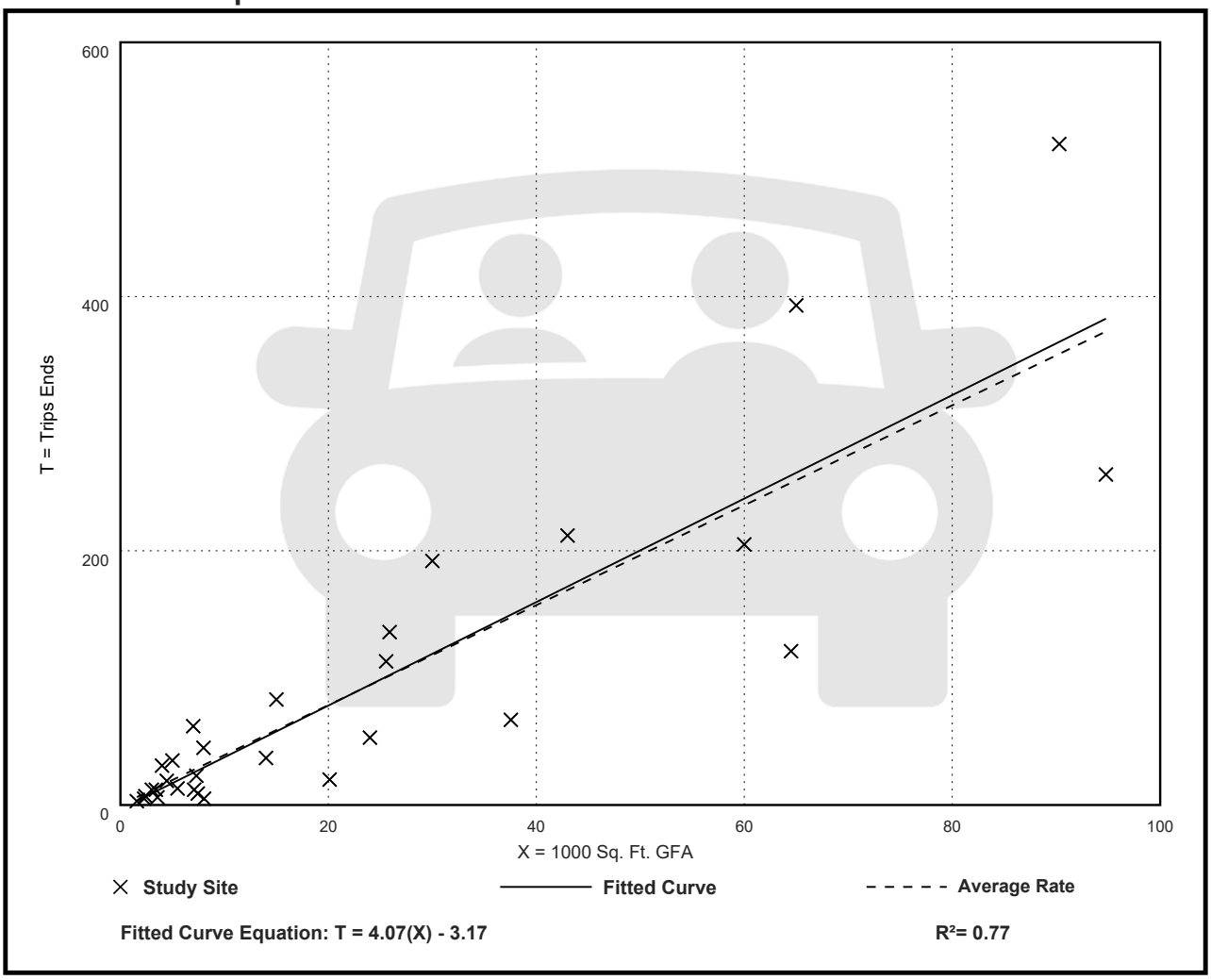
Medical-Dental Office Building - Stand-Alone (720)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.
Setting/Location: General Urban/Suburban
Number of Studies: 30
Avg. 1000 Sq. Ft. GFA: 23
Directional Distribution: 30% entering, 70% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
3.93	0.62 - 8.86	1.86

Data Plot and Equation



Appendix 1. Trip Adjustment Factors

Appendix Table 1-1: Policy Area Trip Generation Rate Adjustment Factors

Policy Area	Residential (%)	Office (%)	Retail (%)	Other (%)
1 Aspen Hill	97	98	99	97
2 Bethesda CBD	79	63	61	62
3 Bethesda/Chevy Chase	87	81	85	79
4 Burtonsville Town Center	96	96	99	97
5 Chevy Chase Lake	87	81	85	79
6 Clarksburg East	100	101	100	100
7 Clarksburg Town Center	100	101	100	100
8 Clarksburg West	100	101	100	100
9 Cloverly	99	101	100	101
10 Colesville	96	96	99	97
11 Damascus	101	100	100	100
12 Derwood	94	94	87	94
13 Fairland/Briggs Chaney	96	96	99	97
14 Forest Glen	79	70	64	70
15 Friendship Heights	78	70	73	70
16 Gaithersburg City	88	86	76	85
17 Germantown East	95	95	97	91
18 Germantown Town Center	89	91	89	90
19 Germantown West	93	90	92	88
20 Glenmont	90	91	96	91
21 Great Seneca Communities	89	88	80	90
22 Great Seneca Life Sciences Center	89	88	80	90
23 Grosvenor	81	84	75	80
24 Kensington/Wheaton	91	92	96	92

25 Lyttonsville	84	78	78	77
26 Medical Center	83	72	73	71
27 Montgomery Village/Airpark	93	102	93	102
28 North Bethesda	83	87	71	82
29 North Bethesda Metro Station	79	78	72	78
30 North Potomac	97	100	100	100
31 Olney	99	100	99	100
32 Olney Town Center	99	100	99	100
33 Potomac	97	98	96	98
34 Purple Line East	87	87	89	88
35 Rock Spring	83	87	71	82
36 Rockville City	88	94	87	98
37 Rockville Town Center	79	80	70	79
38 Rural East	99	99	98	100
39 Rural West	100	100	100	100
40 Shady Grove	89	88	77	88
41 Silver Spring CBD	77	65	58	65
42 Silver Spring/Takoma Park	83	83	82	84
43 Takoma	80	74	70	75
44 Twinbrook	81	80	74	79
45 Wheaton CBD	85	85	76	84
46 White Oak	89	90	91	88
47 White Oak Downtown	89	90	91	88
48 Woodside	80	74	70	75

Appendix B

Traffic Statement for 2017 Conditinoal Use Application

2553 Dulles View Drive, Suite 300, Herndon, VA 20171 (703) 430-7500 www.atcsplc.com

February 8, 2017

Ms. Sanghee Elizabeth Kim, President
Korean Community Service Center
7700 Little River Turnpike, Suite 406
Annandale, VA 22003

RE: Korean Community Service Center – Traffic Statement
Conditional Use Application for Private Club, Service Organization
700 Buckingham Drive, Silver Spring, MD

Dear Ms. Kim,

The following is in response to your request for a traffic statement regarding the application for a Conditional Use Permit for the property located at 700 Buckingham Drive, Silver Spring, Maryland 20901that was recently acquired by the Korean Community Service Center (KCSC).

According to the Maryland Department of Assessments and Taxation website, the property in question currently consists of a 2,670 square foot, single family home. According to the Montgomery County Zoning Department, the property is currently zoned as R-60 (Residential Detached). The property currently has an existing special exception approval for "non-resident medical office" use and is used as a medical office in the basement with the remaining areas of the house used as apartments. The KCSC is applying for a Conditional Use Permit to convert the basement, which consists of 1,920 square feet, into offices for a Private Club, Service Organization with the remaining square footage of the house continuing to be used as apartments. As currently envisioned, the primary hours of operations will be between 9:00 AM and 5:00 PM, Monday through Friday, and between 10:00 AM and 3:00 PM on Saturdays. Additional small-group training sessions or meetings (up to eight per month) may be held on weekday/weekend evenings that will run no later than 9:00 PM.

In accordance with the Montgomery County Planning Department Local Area Transportation Review and Transportation Policy Area Review Guidelines, "projects that are projected to generate less than 30 new weekday peak hour trips for LATR may need to submit only a traffic exemption statement." As such, trips generated by the 1,920 square feet of medical office land use will be compared to the number of trips generated by the proposed Private Club, Service Organization use within the same square footage of the existing building to determine if the proposed project exceeds the 30 new weekday peak hour trip threshold.

For this exercise, the ITE Land Use Code 720 (Medical-Dental Office Building) from the 9th edition of the Trip Generation Manual, published by the Institute of Transportation Engineers (ITE), was used to calculate the AM and PM peak hour trips generated by the current use. In accordance with the Montgomery County Planning Department Local Area Transportation Review and Transportation Policy Area Review Guidelines (LATR), Appendix 1 of the guidelines were referenced to determine the appropriate trip generation rate for the proposed use. Since trip generation rates for the proposed use are not available in the LATR, trip generation rates for "General Office" under 25,000 square feet

of gross floor area was used to calculate the number of trips generated by the proposed land use.

The trips generated by each land use are summarized in the table below.

Medical-Dental Office Building (ITE Land Use Code: 720)						
Square Feet	1,920					
AM Generation Rate/Unit	2.39					
PM Generation Rate/Unit	3.57					
Time Period & Direction of Travel	AM Enter	AM Exit	Total AM	PM Enter	PM Exit	Total PM
% Split of Generated Trips	79%	21%	--	28%	72%	--
Trips Generated	4	1	5	2	5	7
General Office Building (Montgomery County LATR)						
Square Feet	1,920					
AM Generation Rate/Unit	1.38					
PM Generation Rate/Unit	2.24					
Time Period & Direction of Travel	AM Enter	AM Exit	Total AM	PM Enter	PM Exit	Total PM
% Split of Generated Trips	89%	11%	--	15%	85%	--
Trips Generated	2	0	3	1	4	4
New Trips Generated						
Time Period & Direction of Travel	AM Enter	AM Exit	Total AM	PM Enter	PM Exit	Total PM
Trips Generated	-1	-1	-2	-1	-1	-3

As demonstrated by the table above, the proposed project will generate fewer trips than the existing land use. As such, the proposed project will not negatively impact traffic operations on the surrounding roadway network.

Please contact me if you have any questions.

Sincerely,

Nicholas J. Karsko, P.E., PTOE
Senior Traffic Engineer
703-430-7501 x 181
nkarsko@atcsplc.com