

Appendix D (to POMC 20.180.025)

Scope of Transportation Impact Analysis

It is recommended that the applicant's traffic engineer consult with the City DCD and PWD staff prior to preparing the study to establish the scope and basic assumptions of the study and any requested deviations from these Guidelines to avoid unnecessary delays or revisions. The appropriate level of traffic analysis is determined by the specifics of a project, the prevailing roadway conditions servicing the project, and the forecasted traffic volumes. The City will review each development application on a case-by-case basis and may make recommendations that differ from the guidelines. A preliminary scoping memorandum, including but not limited to, the following project-related information must be submitted to the City for review and comment:

- Description of the proposed development and zoning
- Type and size of development (number of residential units and/or square footage of building)
- Project location (vicinity map and site plan)
- Proposed access and relationship to adjacent properties/driveways and streets
- Phasing and timing of development - If the proposed development/redevelopment is to be constructed in phases, describe each phase and the proposed implementation timing
- Trips generation per the latest edition of the Institute of Transportation Engineers (ITE) Trip Generation manual and Trip Generation handbook, and assumptions used for trip generation
- Project trip distribution percentages and assignment at project driveways and/or localized nonconcurrency intersections

The City will review the scoping memo to determine whether or not further analyses are needed. If a TIA is required, the following items will be provided to the applicant:

- Available traffic count data
- Accident data
- Existing Synchro files
- Programmed/funded motorized and non-motorized improvements in the study area
- Pipeline projects and area wide growth assumptions (background traffic calculation methods)
- Need for special analyses/studies

A TIA scoping meeting may need to be held after review of the preliminary information to clarify issues surrounding a project or some elements of the review process. The City reserves the right to establish the study area as may be deemed necessary. Correspondence with other affected jurisdictions impacted by the development shall be discussed at the scoping meeting.