# TRANSPORTATION IMPACT ANALYSIS SCOPE OF WORK

*The scope must be approved prior to formal submittal of a Transportation Impact Analysis (TIA) Report. This scope acknowledges that the TIA for the following Project will be prepared in accordance with the latest version of Transportation Criteria Manual and the City of Austin’s TIA Guidelines.*

**Date: July 7, 2020 Case # *(If assigned)*:**

**Contact Information**

* **Applicant’s Consultant:**  \_Engineer’s Name (Organization/Company)\_

**Contact:**  Email: abc@xyz.com Phone: (xxx) xxx – xxxx

* **Applicant:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact:**  Email: abc@xyz.com Phone: (xxx) xxx – xxxx

1. **Project Information**
2. Project Name:
3. Project Address:
4. Project Jurisdiction(s): [ ]  City of Austin [ ]  Other: Enter Applicable City/County/TXDOT
5. Project Description:
6. Submission Type: [ ]  Site Plan [ ]  Zoning [ ]  Rezoning ☐ PUD [ ]  Other - \_\_\_\_\_
7. Site Zoning Code (Districts):\_\_\_\_\_
8. **Project Details**
9. Proposed Land Use:

[x]  Residential [ ]  Commercial [ ]  Mixed Use [ ]  Other \_\_\_\_\_

1. Site Context:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Site Context** | **Max TDM Reduction** | **Target TDM Reduction** |
| [ ]  | City Core | 50% | 40% |
| [ ]  | Urban Core | 35% | 25% |
| [ ]  | Urban | 30% | 20% |
| [ ]  | Suburban | 10% | 10% |
| [ ]  | Other |  |  |

1. Trip Projection: [x]  ITE Trip Generation Manual, 10th Edition [ ]  Other - \_\_\_\_\_

Total Daily Trips[[1]](#footnote-2): Trips/Day Total AM Peak Hour: Trips/Hour Total PM Peak Hour: Trips/Hour

1. Existing Year: \_\_\_\_\_ Buildout Year: \_\_\_\_\_
2. Project to be developed in phases? [ ]  Yes [ ]  No

If yes, please provide an attachment with the proposed land use and trip generation by phase.

1. **Study Requirements**
2. Study Type: [ ]  Standard TIA [ ]  Alternate TIA
	1. Sections IV.1-IV.4 are not required with an Alternate TIA.
3. Applicable Long-range Transportation Programs/Plans/Studies: (List adopted comprehensive plans and public infrastructure improvement projects applicable to this site)
	1. Austin Strategic Mobility Plan (ASMP)
	2. Imagine Austin Comprehensive Plan
	3. *List applicable corridor plans*
4. Sustainable Modes Analysis: [ ]  Required [ ]  Not Required
	* 1. Study Area: (Define study corridors, boundary streets, or radius)
5. Transportation Demand Management Proposed *(Attachment A)*: [ ]  Yes [ ]  No
	1. If Yes, a TDM Report is: [ ]  Required [ ]  Not Required
6. Signal Warrant Studies: Required for all proposed signal locations.
7. Safety and Geometric Review: Required for all site driveways and new roadway connections.
8. Access Management Analysis: [ ]  Required [ ]  Not Required
	1. Queueing Analysis: [ ]  Required [ ]  Not Required
9. **Study Assumptions**
10. **Annual Traffic Growth Rate:** \_\_\_\_\_ %

List all the sources used for the calculation below and provide calculations in an attachment.

* *Source #1*
1. **Related Background Projects**

The following related projects are to be included for background traffic calculations.

|  |  |
| --- | --- |
| Project Name | Permit Number |
| Background Project 1 | SP-2019-XXXXX |
| Background Project 2 | SP-2018-XXXXX |
| Background Project 3 | SP-2017-XXXXX |

1. **Trip Distribution**

Provide maps in both Excel file and PDF file (aerial view) showing Project trips distribution and percentages (inbound/outbound for both AM/PM peak hours) at the project driveways, study intersections and freeways as an attachment(s). The maps must be included in the TIA and pre-approved by Transportation Development Services Division at ATD[[2]](#footnote-3) with the TIA scope. The maps may be subject to change after conducting thorough traffic counts at the study intersections.

1. **Study Intersections and Road Sizing Segments**

To select the study intersections for TIA, the criteria mentioned in the section 4.G of TIA guidelines should be followed

1. List the study intersections below:

|  |  |
| --- | --- |
| 1. *All Site Driveways*
 |  |
|  |  |
|  |  |
|  |  |
|  |  |

1. List the roadway segments for road sizing analysis below:

|  |
| --- |
|  |
|  |
|  |
|  |

1. **Project Trips Details**

Attach a detailed trip generation table including a description of the proposed land uses for *each of the phases*, ITE rates, estimated AM & PM peak hour volumes (ins/outs/totals), proposed trip reductions, etc. Summarize the overall trip generation in the table below.

**Land Use Specific Trips Summary**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **ITE Land Use Type and Land Use Code** | **Trip Rate/FCE** | **Qty/Units** | **Daily Trips** | **AM Peak Trips** | **PM Peak Trips** | **Internal Trips (PM Peak)** | **Pass-By Trips****(PM Peak)** |
|  |  |  |  |  |  | *\_\_\_\_\_ %* |  | *\_\_\_\_\_ %* |  |
|  |  |  |  |  |  | *\_\_\_\_\_ %* |  | *\_\_\_\_\_ %* |  |
|  |  |  |  |  |  | *\_\_\_\_\_ %* |  | *\_\_\_\_\_ %* |  |
|  |  |  |  |  |  | *\_\_\_\_\_ %* |  | *\_\_\_\_\_ %* |  |
|  |  |  |  |  |  | *\_\_\_\_\_ %* |  | *\_\_\_\_\_ %* |  |
|  |  |  |  |  |  | *\_\_\_\_\_ %* |  | *\_\_\_\_\_ %* |  |
|  |
| **Total Unadjusted Trips** |  |  | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |  |  |  |  |
| ***Total Internal Trips*** |  |  |  |  | \_\_\_\_\_ |  |  |  |  |
| ***Total Pass-By Trips*** |  |  |  |  | \_\_\_\_\_ |  |  |  |  |
| ***TDM*** |  | *\_\_\_\_\_ %* | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |  |  |  |  |
| ***Existing Trips*** |  |  | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |  |  |  |  |
| **Total Adjusted Trips** |  |  | \_\_\_\_\_ | \_\_\_\_\_ | \_\_\_\_\_ |  |  |  |  |

1. List any other additional items, concerns, or comments
2. **TIA Report Submittal Requirements**
3. One digital copy of the TIA report containing a PDF of the TIA, Synchro files showing the network for all conditions analyzed, raw traffic count data, all the trip calculations in excel, and any other relevant project information must be sent to the following:
* **Lead Development Review Engineer in the Transportation Development Services Division**
* List applicable jurisdictional agencies whose roadways are expected to be impacted by the Project.

This TIA Scope is based upon the TIA requirement identified in the TIA Determination Worksheet dated Click or tap to enter a date.. Any change to the assumptions made in the scope is subject to approval by Transportation Development Services Division at ATD. Any discrepancies in land use and/or intensity between the TIA and site plan will require a new TIA Determination Worksheet and TIA Scope.

The applicant confirms that all the documents, reports and files strictly adhere with submittal requirements of TIA Scope and TIA Report Guidelines published by the Transportation Development Services Division at ATD.

**SIGNED:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(ATD Engineer)**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, P.E. Click to enter a date.

**SIGNED:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(Applicant)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, P.E. Click to enter a date.

**TIA Scope – Checklist**

*(Items To be attached to scope by Applicant)*

1. Signed TIA Determination Worksheet [ ]  Yes [ ]  N/A
2. Detailed phases of the development (II.5) [ ]  Yes [ ]  N/A
3. Project site plan/area map [ ]  Yes [ ]  N/A
4. Traffic growth rate calculations sheet (IV.1) [ ]  Yes [ ]  N/A
5. Map of study intersections (IV.3) [ ]  Yes [ ]  N/A
6. Trip distribution and assignment (IV.3) [ ]  Yes [ ]  N/A
7. Trip generation calculations sheet (IV.5) [ ]  Yes [ ]  N/A
8. Identify TDM Measures (Attachment A) [ ]  Yes [ ]  N/A

# TRANSPORTATION IMPACT ANALYSIS SCOPE OF WORK

# Attachment A – Transportation Demand Management

**Date: July 7, 2020 Case # *(If assigned)*:** \_\_\_\_\_\_\_\_\_

*At TDM Reduction target of \_\_\_\_% is proposed. TDM reductions equate to a vehicle trip reduction below the approved ITE land use code and associated trip generation, and do not necessary represent mode split.*

Required TDM reduction:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Site Context** | **Max TDM Reduction** | **Target TDM Reduction** |
| [ ]  | City Core | 50% | 40% |
| [ ]  | Urban Core | 35% | 25% |
| [ ]  | Urban  | 30% | 20% |
| [ ]  | Suburban | 10% | 10% |

*Select proposed TDM strategies from the following list. Additional information and TDM measures can be found on the future City of Austin’s TDM website.*

|  | **TDM Measure** | **CC** | **UC** | **U** | **S** |
| --- | --- | --- | --- | --- | --- |
| [ ]  | Transit Elements | Up to 15% | Up to 12% | Up to 7% | Up to 5% |
| [ ]  | Pedestrian Access and Connectivity | 5% | 5% | 5% | 5% |
| [ ]  | Bicycle Access and Connectivity | 5% | 5% | 5% | 5% |
| [ ]  | Bicycle Parking | 0.5% | 0.5% | 0.5% | 0.5% |
| [ ]  | Showers & Lockers | 0.5% | 0.5% | 0.5% | 0.5% |
| [ ]  | Bike Share Membership | 0.5% | 0.5% | 0.5% | 0.5% |
| [ ]  | Bike Share Station | 0.5% | 0.5% | 0.5% | 0.5% |
| [ ]  | Bicycle Repair Station | 0.5% | 0.5% | 0.5% | 0.5% |
| [ ]  | Bicycle Maintenance Services | 0.5% | 0.5% | 0.5% | 0.5% |
| [ ]  | Fleet of Bicycles | 0.5% | 0.5% | 0.5% | 0.5% |
| [ ]  | Car Share Parking | 1% | 1% | 1% | 1% |
| [ ]  | Multimodal Wayfinding Signage | 1% | 1% | 1% | 1% |
| [ ]  | Real Time Transportation Information Displays | 1% | 1% | 1% | 1% |
| [ ]  | Transit-Oriented Development | 2% | 2% | 2% | 2% |
| [ ]  | Unbundled Parking | 6% | 6% | 6% | 6% |
| [ ]  | Short Term Daily Parking Provision | 10% | 8% | 7% | 3% |
| [ ]  | Peak Period Pricing | 10% | 8% | 7% | 3% |
| [ ]  | Priced Parking | 10% | 8% | 7% | 3% |
| [ ]  | Parking Cash Out: Non-residential Tenants | 5% | 4% | 3% | 2% |
| [ ]  | Parking Supply (Reduction = 25% x [LDC parking reduction])  | Up to 12.5% |
| [ ]  | TDM Coordinator | 1% | 1% | 1% | 1% |
| [ ]  | Car Share Membership\*\* | 1% | 1% | 1% | 1% |
| [ ]  | Carpool Program\*\* | 7% | 5% | 3% | 2% |
| [ ]  | Shuttle Service\*\* | Up to 7% |
| [ ]  | Vanpool Program\*\* | Up to 7% |
| [ ]  | TMA Membership\*\* | 3% | 3% | 3% | 3% |
| [ ]  | Telecommuting\*\*\* | 2% | 2% | 2% | 2% |
| [ ]  | Universal Transit Pass\*\*\* | 5% | 5% | 5% | 5% |
| [ ]  | Sustainable Mode Subsidy\*\*\* | 8% | 8% | 8% | 8% |
| [ ]  | Off-Peak Work Hours/Compressed Work Week\*\*\* | 2% | 2% | 2% | 2% |
| **Total (reductions are additive)** |  |  |  |  |

 \*\* Select only if TDM Coordinator will be appointed for the site

 \*\*\*Select only if TMA Membership is selected

1. Unadjusted Trips [↑](#footnote-ref-2)
2. Austin Transportation Department (ATD) [↑](#footnote-ref-3)