

Planning Application

Transportation Concurrency Application



Planning & Economic Development Department
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Transportation Concurrency Application

GENERAL PROJECT INFORMATION

Date: _____

Project Name: _____

Property Address/Location Description: _____

Tax Acct. Number(s): _____

Acreage of Site: _____ Number of lots: _____

Zoning: _____ Future Land Use: _____

Existing Use: _____ Proposed Use: _____

Proposed ADT: _____

CONTACT INFORMATION

Applicant: _____

Mailing Address: _____

Phone: _____ Fax: _____

Email: _____

Property Owner: _____

Mailing Address: _____

Phone: _____ Fax: _____

Email: _____

Traffic Engineer: _____

Mailing Address: _____

Phone: _____ Fax: _____

Email: _____

IMPORTANT NOTES

- This review does not guarantee vesting of trips, which occurs with the issuance of driveway permits, final site plan approvals, and building permits.
- A traffic impact study is required for any proposed development that would generate more than 500 average daily trips (ADT). The applicant's traffic engineer must follow the City's *Traffic Impact Study Guidelines* available from the Planning and Growth Management Department.
- If the proposed development will generate less than 500 ADT, a signed and sealed traffic impact statement will be required. The traffic impact statement shall include:
 - Quantity of trips based on proposed use (using most recent ITE trip generation rates)
 - Engineer certification
- For Comprehensive Plan Amendments, the traffic impact study should be based on the most intense or dense use allowed in the requested land use designation.

SUBMITTAL REQUIREMENTS

Application Fee—full fee is due at time of submittal and will be applied to the cost of reviewing the document

- \$200 if a traffic impact statement is required
- \$600 if a traffic impact study is required

Reviewing Bodies

- City Staff
- Traffic Engineering Consultant

Your submittal for a Traffic Impact Statement must include the following:

1. Completed application form
2. All applicable fees
3. Legal description on a separate sheet
4. Two (2) Traffic Impact Statements

Your submittal for a Traffic Impact Study must include the following:

1. Completed application form
2. All applicable fees
3. Legal description on a separate sheet
4. Methodology letter (to be approved prior to submittal of a Traffic Impact Study, see 2.2 in *Traffic Impact Study Guidelines*)
5. Once the methodology letter is approved, staff will request two (2) Traffic Impact Studies

AUTHORIZATION

The undersigned hereby certifies that this application has been made with the consent of the lawful property owner(s) and that all information submitted with this application is complete and correct. False statements, errors, and/or omissions may be sufficient cause for denial of the request.

Authorized Signature

Date