

**CITY OF LYNDEN  
TRAFFIC IMPACT ANALYSIS REQUIREMENTS**

This analysis is required of all developments and shall be submitted with SEPA documents or, if the project is exempt from SEPA, shall be submitted with the project application.

**TRAFFIC IMPACT ANALYSIS CHECKLIST**

**THRESHOLD LEVELS OF ANALYSIS**

Project Traffic Levels	Sections to Complete
I. Less than 10 peak-hour trips generated	1,2 and 8 only
II. 10 to 75 peak-hour trips generated	1,2,4 and 7 only
III. More than 75 peak-hour trips generated	All sections, except 8

**1. PROJECT DESCRIPTION**

- Location (vicinity map and site plan)
- Type and size of development (number of residential units and/or square footage of building)
- Phasing and timing of development
- Horizon year (year of completion and full occupancy/build-out)
- Proposed access locations (including proposed sight distance at egress locations)

**2. TRIP GENERATION**

Sources shall be the current edition of the Institute of Transportation Engineers (ITE) Trip Generation manual and the ITE Trip Generation Handbook, unless otherwise approved by the City. Single-family detached housing will be assigned one PM peak-hour trip per dwelling.

- Average Daily Traffic (ADT)
- PM peak-hour trips (AM, noon or school peak may also apply as directed by the City)
- Assumptions and methodology for internal, link-diverted or passby trips

**3. TRIP DISTRIBUTION**

- Prepare graphic showing project trip distribution percentages and assignment
- For developments that generate over 75 peak-hour trips, the City reserves the right to require a trip distribution determination.

**4. SITE ACCESS ROADWAY/DRIVEWAYS AND SAFETY**

- Sight distance requirements and adequacy ( per Section 4-8 and 4-9)
- Level of service analysis
- Channelization warrants
- Vehicle storage/queuing analysis
- Traffic control warrants
- Accident summary (only required for access to principal and minor arterials)

**5. TRAFFIC VOLUMES**

- Existing peak-hour counts
- Future ADT and peak-hour with and without project traffic
- Annual background traffic growth factor and source

## **6. LEVELS OF SERVICE ANALYSIS**

Analysis shall be based on current edition of Transportation Research Board Highway Capacity Manual and related software, or methods approved by City.

- Arterial/arterial intersections impacted by ten or more peak-hour trips
- Existing and future conditions with and without project
- Other City-planned developments must be factored into the Level of Service (LOS) calculations
- Attach LOS calculation sheets
- Note any assumptions/variations to standard analysis default values and justification

## **7. MITIGATION RECOMMENDATIONS**

Current traffic impact fee plus any of the following, as applicable:

- Improvements to non-arterial streets fronting on the project, which are not covered by traffic impact fees.
- Access improvements
- Other

## **8. MINIMUM MITIGATION REQUIREMENTS**

Developments that generate ten PM peak-hour trips or less will be required to pay the current traffic impact fee.

## **9. REPORT REQUIREMENTS**

- Provide three copies of traffic analysis report
- Traffic analysis reports to be prepared by a firm or individual with experience in traffic engineering/transportation planning and affiliated with ITE
- Traffic reports shall be signed and stamped by registered Professional Engineer in the State of Washington



## SEPA TRAFFIC IMPACT ANALYSIS WORK SHEET

**Name of Proposed Project:**

\_\_\_\_\_

**Owner/Applicant:**

**Applicant Contact Person:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Street/Mailing Address

\_\_\_\_\_  
Street/Mailing Address

\_\_\_\_\_  
City                  State                  Zip

\_\_\_\_\_  
City                  State                  Zip

Telephone: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Traffic Engineer who prepared the Traffic Impact Analysis:**

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Contact Name

\_\_\_\_\_  
Telephone

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### 1. PROJECT DESCRIPTION

- a. Street address (*if known*): \_\_\_\_\_
- b. Location (attach a vicinity map and site plan):
  
- c. Specify existing land use:
  
- d. Specify proposed type and size of development:
  
- e. When will the project begin construction and when will it be completed?
  
- f. Define proposed access locations:
  
- g. Define proposed sight distance at site egress locations:

**TRIP GENERATION**

a. Existing Site Trip Generation Table:

Land Use	Daily (ADT)	PM Peak-Hour Trips	
		IN	OUT

b. Proposed Project Trip Generation Table:

Land Use	Daily (ADT)	PM Peak-Hour Trips	
		IN	OUT

c. Net New Project Trip Generation Table:

Land Use	Daily (ADT)	PM Peak-Hour Trips	
		IN	OUT

d. State assumptions and methodology for internal, link-diverted or passby trips:

**2. TRIP DISTRIBUTION**

Prepare and attach a graphic showing project trip distribution percentages and assignments.

**3. SITE ACCESS ROADWAY/DRIVEWAYS AND SAFETY**

a. Have sight distance requirements at egress location been met (Section 4-8 and 4-9)

b. Intersection Level of Service Analysis:

- Existing Conditions

LOS \_\_\_\_\_ Delays \_\_\_\_\_

- Year of Opening

LOS \_\_\_\_\_ Delays \_\_\_\_\_

- Five Years Beyond Change of Land Use

LOS \_\_\_\_\_ Delays \_\_\_\_\_

*(Intersections to be evaluated shall be determined by the City)*

c. Describe channelization warrants:

d. Vehicle Storage/Queuing Analysis *(calculate 50% and 95% queuing lengths):*

50%

95%

- Existing Conditions \_\_\_\_\_

- Year of Opening \_\_\_\_\_

- Five Years Beyond  
Change of Land Use \_\_\_\_\_

e. If appropriate, state stop sign and signal warrants:



## 6. LEVEL OF SERVICE ANALYSIS

Summarize Level of Service Analysis below and attach supporting LOS analysis documentation. Provide the following documentation for each arterial street or arterial intersection impacted by ten or more peak-hour trips. Other City-planned developments must also be factored into the LOS calculations.

### **Existing LOS:**

Existing Condition:

### **Year of Opening LOS:**

With Project:

Without Project:

### **Five Years After Opening LOS:**

With Project:

Without Project:

Note any assumptions/variations to standard analysis default values and justifications:

## **7. MITIGATION RECOMMENDATIONS**

State recommended measures and fees required to mitigate project specific traffic impacts.

## **8. MINIMUM MITIGATION REQUIREMENTS**

Residential developments that generate ten PM peak-hour trips or less will be required to pay the current traffic impact fees.

## **9. REPORT REQUIREMENTS**

Project levels II and III require preparation by a licensed engineer.

Engineer's Stamp