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**

<table>
<thead>
<tr>
<th>Project Traffic Levels</th>
<th>Sections to Complete</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Less than 10 peak-hour trips generated</td>
<td>1,2 and 8 only</td>
</tr>
<tr>
<td>II. 10 to 75 peak-hour trips generated</td>
<td>1,2, 4 and 7 only</td>
</tr>
<tr>
<td>III. More than 75 peak-hour trips generated</td>
<td>All sections, except 8</td>
</tr>
</tbody>
</table>

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

Figure 4-18a
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
Name of Proposed Project: ____________________________________________

Owner/Applicant: 
Name: ____________________________
Street/Mailing Address: ____________________________
City  State  Zip: ____________________________
Telephone: ____________________________

Applicant Contact Person: 
Name: ____________________________
Street/Mailing Address: ____________________________
City  State  Zip: ____________________________
Telephone: ____________________________

Traffic Engineer who prepared the Traffic Impact Analysis: 
Firm Name: ____________________________
Contact Name: ____________________________
Telephone: ____________________________

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: ____________________________
2. TRIP GENERATION

a. Existing Site Trip Generation Table:

<table>
<thead>
<tr>
<th>Land Use</th>
<th>Daily (ADT)</th>
<th>PM Peak-Hour Trips</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>IN</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OUT</td>
</tr>
</tbody>
</table>

b. Proposed Project Trip Generation Table:

<table>
<thead>
<tr>
<th>Land Use</th>
<th>Daily (ADT)</th>
<th>PM Peak-Hour Trips</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>IN</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OUT</td>
</tr>
</tbody>
</table>

c. Net New Project Trip Generation Table:

<table>
<thead>
<tr>
<th>Land Use</th>
<th>Daily (ADT)</th>
<th>PM Peak-Hour Trips</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>IN</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OUT</td>
</tr>
</tbody>
</table>

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

______________________________________________________________________________
______________________________________________________________________________

Figure 4-18d
3. **TRIP DISTRIBUTION**
Prepare and attach a graphic showing project trip distribution percentages and assignments.

4. **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:
      _______________________________________________________________________
      _______________________________________________________________________
      _______________________________________________________________________
   f. Summarize local accident history:
      _______________________________________________________________________
      _______________________________________________________________________
      _______________________________________________________________________
5. TRAFFIC VOLUMES

a. Describe existing ADT and peak-hour counts, including turning movements, on street adjacent to and directly impacted by the project.

_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

b. Describe the estimated ADT and peak-hour counts, including turning movements, the year the project is fully open (with and without project traffic).

_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

c. Describe the estimated ADT and peak-hour counts, including turning movements, five years after the project has been fully open (with and without project traffic).

_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

d. State annual background traffic growth factor and source:

_____________________________________________________________________

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: ______________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

Figure 4-18f
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