

*Clarion Associates
1700 Broadway, Suite 400
Denver, Colorado 80290
Phone 303.830.2890
Fax 303.860.1809*

*Planning and Zoning
Growth Management
Real Estate Consulting
Market Analysis
Appraisal*

C L A R I O N

MEMORANDUM

To: Teton County Board of Commissioners

From: Clarion Associates

Date: September 20, 2007

RE: Traffic Impact Analysis Checklist

Commissioner Stevenson asked if Clarion Associates could provide a basic checklist of what should be requested or covered in a Traffic Impact Analysis (TIA) for proposed development. We do not have a standard checklist for TIAs, but we have drafted these types of provisions for several local governments. Based on our past work, here is a basic list of topics that may be helpful in guiding the Planning Director, the Planning and Zoning Commission, and the Board in understanding potential traffic impacts from proposed development.

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- 1. A TIA should be required with any application for which trip generation during any peak hour is expected to exceed 250 trips per day or more than 100 trips during any one-hour peak period. For residential development, this usually means any development creating more than 25-35 residential lots. Some cities and counties with more extensive road networks use higher thresholds, but in light of the rural character of Teton County, the limited road system, significant complaints about the declining quality of roads during recent years, and the county's limited sources of revenue to upgrade and maintain roads, we think it is wise to be conservative at this stage. Nevertheless, the Board may want to establish its own thresholds.
- 2. Thresholds should generally apply to all phases of a proposed development taken together. If the applicant is seeking preliminary PUD or subdivision for a multi-phase development the TIA should address all phases. If an applicant seeks and obtains approval for an early phase that does not meet the thresholds or require a TIA, but then applies for a second phase or expansion or replatting to increase the number of lots, the TIA should address both the original development and the expansion or later phase.
- 3. TIAs should generally address traffic conditions on the state, county, and access roads that potential residents of the proposed development would use to get to Driggs, Victor, Teton, Idaho Falls, or Grand Targhee Resort.
- 4. TIAs should generally be prepared over a 20 year time horizon (i.e. they should describe traffic impacts from the proposed development as they relate to the relevant roads in light of anticipated growth of traffic on those roads over a 20 year period. However, if there is no source of accurate data to support that horizon, the Board may want to choose a shorter time horizon.

5. A TIA can also be required if the Planning Director, the Planning and Zoning Commission, or the Board of County Commissioners think that the condition of one or more of the included roads is so poor that traffic generation below the 250 per day/100 peak hour threshold could create public safety risks or interfere with the efficient flow of traffic.
6. All TIAs should be based on traffic generation estimates of the Institute of Transportation Engineers' Trip Generation Manual. In addition, all data used in the TIA needs to be consistent with (1) any recent traffic counts on any of the access, county, or state roads involved, and (2) any marketing materials prepared for the proposed development. For instance, if marketing materials identify recreational amenities or commercial uses in the development, the TIA must include those in the traffic generation calculations. The TIA must reflect future development accessing any of the same roads for which building permits have already been issued.
7. The Planning Director should be able to require a new TIA if a previous TIA for the property is more than two years old. On the other hand, the Planning Director should be able to waive the TIA requirement if there is a recent study from the same property or a nearby property from which traffic impacts can be determined. However, if the Planning and Zoning Commission or the Board of Commissioners later determine that they cannot accurately estimate traffic impacts from the existing study, then they should be able to require a study specific to the applicant's site.
8. Each TIA should address.
 - a. Trip generation, directional distribution of traffic, and allocation of traffic among site access points.
 - b. Available capacity and level of service on any state, county, or access roads that future residents would use to get to Driggs, Victor, Teton, Idaho Falls, or Grand Targhee Resort.
 - c. The percentage increase anticipated in traffic on any state, county, or access roads that future residents would use to get to Driggs, Victor, Teton, Idaho Falls, or Grand Targhee Resort.
 - d. Whether the proposed development would cause the level of service to fall below level "C" on any of the same roads, and if so, what road improvements or traffic management measures might be required to keep all road segments at level C or above.
 - e. Whether the anticipated level of traffic on unpaved county or access roads would exceed their safe design capacity or established standards for gravel roads. To the best of our knowledge, there is no generally accepted standard in this area. However, the State of Colorado requires that unpaved roads with more than 200 vehicle trips per day be either paved or sealed for dust abatement. Larimer County, Colorado (along the Front Range) requires that unpaved roads with more than 400 vehicle trips per day be paved with a standard asphalt surface. However, Larimer County is much more urbanized than Teton County, and the Board may want to establish an appropriate threshold after discussions with the county roads department.
9. Each TIA should identify traffic mitigation measures provided by the applicant to reduce any of the identified traffic impacts state, county, or access roads.

We hope this information is helpful to you.