

# APPLICATION SUBMITTAL REQUIREMENTS

## Traffic Impact Analysis

A Traffic Impact Analysis (TIA) shall be submitted to the city with a land use application under any one or more of the following circumstances:

- To determine whether a significant effect on the transportation system would result from a proposed amendment to the Newport Comprehensive Plan or to a land use regulation, as specified in OAR 660-012-0060.
- ODOT requires a TIA in conjunction with a requested approach road permit, as specified in OAR 734-051-3030(4). (*ODOT District 4 development review phone number is 541-757-4211.*)
- The proposal may generate 100 PM peak-hour trips or more onto city streets or county roads.
- The proposal may increase use of any adjacent street by 10 vehicles or more per day that exceeds 26,000 pound gross vehicle weight.
- The proposal includes a request to use Trip Reserve Fund trips to meet the requirements of Chapter 14.43, South Beach Transportation Overlay Zone.

### Pre-Application Conference:

- The applicant shall contact the City Community Development Department to request that a meeting be scheduled with the City Engineer prior to submitting an application that requires a TIA. This meeting will be coordinated with ODOT when an approach road to US-101 or US-20 serves the property so that the completed TIA meets both City and ODOT requirements.

### Study Area:

The following facilities shall be included in the study area for all TIAs:

- All site-access points and intersections (signalized and unsignalized) adjacent to the proposed site. If the proposed site fronts an arterial or collector street, the analysis shall address all intersections and driveways along the site frontage and within the access spacing distances extending out from the boundary of the site frontage.
- Roads through and adjacent to the site.
- All intersections needed for signal progression analysis.
- In addition to these requirements, the City Engineer may require analysis of any additional intersections or roadway links that may be adversely affected as a result of the proposed development.

### TIA Requirements:

- The submitted TIA shall be prepared by an Oregon Registered Professional Engineer that is qualified to perform traffic engineering analysis and will be paid for by the applicant.
- The latest edition of the Trip Generation Manual (published by the Institute of Transportation Engineers (ITE)) shall be used to gauge PM peak hour vehicle trips unless a specific trip generation study that is approved by the City Engineer

indicates an alternative trip generation rate is appropriate. An applicant may choose, but is not required, to use a trip generation study as a reference to determine trip generation for a specific land use which is not well-represented in the ITE Trip Generation Manual and for which similar facilities are available to count.

- Intersection-level analysis shall occur at every intersection where 50 or more peak hour vehicle trips can be expected as a result of the proposal.
- The TIA shall comply with the requirements of OAR 660-012-0060.
- The TIA shall address the condition of the impacted roadways and identify structural deficiencies or reduction in the useful life of existing facilities related to the proposed development.
- If the proposal includes an increase in 10 or more vehicles per day that exceed 26,000 pounds GVW, the TIA shall address the structural conditions above for the routes used to reach US-101 or US-20.

#### Approval Process:

When a TIA is required, the applicable review process will be the same as that accorded to the underlying land use proposal. If a land use action is not otherwise required, then approval of the proposed development shall follow a Type II (staff level) decision-making process.

#### Approval Criteria:

When a TIA is required, a development proposal is subject to the following criteria, in addition to all criteria otherwise applicable to the underlying proposal:

- The analysis complies with the TIA requirements;
- The TIA demonstrates that adequate transportation facilities exist to serve the proposed development or identifies mitigation measures that resolve the traffic safety problems in a manner that is satisfactory to the City Engineer and, when state highway facilities are affected, to ODOT; and
- Where a proposed amendment to the Newport Comprehensive Plan or land use regulation would significantly affect an existing or planned transportation facility, the TIA must demonstrate that solutions have been developed that are consistent with the provisions of OAR 660-012-0060; and
- For affected non-highway facilities, the TIA establishes that any Level of Service standards adopted by the City have been met, and development will not cause excessive queuing or delays at affected intersections, as determined in the City Engineer's sole discretion; and
- Proposed public improvements are designed and will be constructed to the standards specified in Chapter 14.44 Transportation Standards or Chapter 13.05, Subdivision and Partition, as applicable.

#### Application Fee:

No fee is required for the review of a TIA report that is submitted in conjunction with another required land use action. The application fee for City review of a TIA report that is independent of another land use action is **\$643**.