



TRANSPORTATION IMPACT ANALYSIS SCOPE OF WORK

The scope must be approved prior to formal submittal of a Transportation Assessment or Full TIA study. This scope acknowledges that the study for the following Project will be prepared in accordance with the latest version of Transportation Criteria Manual and the City of Austin's TIA Guidelines.

Date: _____

Case # (If assigned): _____

Contact Information

➤ Applicant's Consultant: _____

Contact: _____ Email: _____ Phone: _____

➤ Applicant: _____

Contact: _____ Email: _____ Phone: _____

I. Project Information

- Project Name: _____
- Project Address: _____
- Project Jurisdiction(s): City of Austin Other: _____
- Project Description: _____
- Submission Type: Site Plan Zoning Rezoning PUD Other - _____
- Council District: _____

II. Project Details

- Proposed Land Use: Residential Commercial Mixed Use Other _____
- Site Context: See Transportation Criteria Manual (TCM) [Section 10.3.0](#) for more information

	Site Context	Min TDM Trip Reduction Requirement		Max TDM Trip Reduction Allowed
		2,000 – 5,000 trips ¹	> 5,000 trips ¹	
<input type="checkbox"/>	Downtown & UNO	40%	60%	100%
<input type="checkbox"/>	Urban	20%	30%	60%
<input type="checkbox"/>	Urban Transition	10%	15%	30%

- Trip Projection: ITE Trip Generation Manual, 11th Edition Other - _____

Total Daily Trips¹: _____ Total AM Peak Hour¹: _____ Total PM Peak Hour¹: _____

- Existing Year: _____ Buildout Year: _____

- Project to be developed in phases? Yes No

If yes, please provide an attachment with the proposed land use and trip generation by phase.

¹ Net unadjusted trips (may include existing trip reduction)

III. Study Requirements

1. Study Type: Full TIA Transportation Assessment
2. Applicable Long-range Transportation Programs/Plans/Studies: (List adopted comprehensive plans and public infrastructure improvement projects applicable to this site)
 - a. [Austin Strategic Mobility Plan](#) (ASMP)
 - b. Street Impact Fee (SIF) [Roadway Capacity Plan](#)
 - c. Other Applicable Plans: _____
3. Proposed TDM reduction percentage from TDM Plan. Should the TDM Plan not be approved prior to scope approval, then TDM reduction is subject to change during TIA review: _____ %
 - a. Provide an exhibit showing the boundaries of the Sustainable Modes Analysis Study Area
4. Signal Warrant Studies: Required for all proposed signal locations.
5. Safety and Geometric Review: Required for all site driveways and new roadway connections.
6. Access Management Analysis: Review of existing and proposed driveways (number, configuration, etc.)
6. Queueing Analysis (required for land uses with on-site queueing): Required Not Required

IV. Study Assumptions

2. Annual Traffic Growth Rate: _____ %

List all the sources used for the calculation below and provide calculations in an attachment.

- Sources:

3. Related Background Projects

The following related projects are to be included for background traffic calculations. See TIA Guidelines for additional information on selecting background projects.

Project Name	Case Number

4. Trip Distribution

Provide maps in both Excel file and PDF file (aerial view) showing Project trips distribution and percentages (inbound/outbound for both AM/PM peak hours) at the project driveways, study intersections, and freeways as an attachment(s). The maps must be included in the TIA and pre-approved by Transportation Development Services Division at ATD² with the TIA scope. The maps may be subject to change after conducting thorough traffic counts at the study intersections.

² Austin Transportation Department (ATD)

5. Study Intersections and Road Sizing Segments

To select the study intersections for analysis, the criteria mentioned in TCM [Section 10.4.1.1.2](#) and [10.4.1.2.1](#) should be followed. Additional information can be found in the TIA Guidelines.

a. List the study intersections below:

1. <i>All Site Driveways</i>	2.
3.	4.
5.	6.
7.	8.
9.	10.

b. List the roadway segments for Projected Volumes Analysis below. Please refer to TCM [Section 10.4.2.2](#) and the TIA Guidelines for additional information.

1.
2.
3.
4.

6. Project Trips Details

Attach a detailed trip generation table including a description of the proposed land uses for *each of the phases*, ITE rates, estimated AM & PM peak hour volumes (ins/outs/totals), proposed trip reductions, etc. Summarize the overall trip generation in the table below.

Land Use Specific Trips Summary

ITE Land Use Type and Land Use Code	Trip Rate/FCE	Qty/Units	Daily Trips	AM Peak Trips	PM Peak Trips	Pass-By Trips (AM Peak)		Pass-By Trips (PM Peak)	
						_____	_____	_____	_____
						_____		_____	
						_____		_____	
						_____		_____	
						_____		_____	
						_____		_____	
						_____		_____	
						_____		_____	
						_____		_____	
Total Unadjusted Trips			_____	_____	_____				
Total Pass-By Trips				_____	_____				
TDM		_____ %	_____	_____	_____				
Existing Trips			_____	_____	_____				
Total Adjusted Trips			_____	_____	_____				

7. List any other additional items, concerns, or comments

V. TIA Report Submittal Requirements

1. One digital copy of the TIA report containing a PDF of the TIA, Synchro files showing the network for all conditions analyzed, raw traffic count data, all trip calculations in Excel, and any other relevant project information must be sent to the following:

- **TDS Lead Development Review Engineer via TIA Portal:**
<https://atd.knack.com/development-services#tia-portal/>
- Jurisdictions:

This TIA Scope is based upon the TIA requirement identified in the TIA Determination Worksheet dated _____. Any change to the assumptions made in the scope is subject to approval by Transportation Development Services Division at ATD. Any discrepancies in land use and/or intensity between the TIA and site plan will require a new TIA Determination Worksheet and TIA Scope. A signed TIA Scope shall remain valid for six months from the date of approval, after which a new TIA Scope may be required.

The applicant confirms that all the documents, reports, and files strictly adhere with the submittal requirements of the TIA Guidelines published by the Transportation Development Services Division at ATD.

SIGNED: _____
 (ATD Engineer) _____, P.E. Date: _____

SIGNED: _____
 (Applicant) _____, P.E. Date: _____

TIA Scope – Checklist

(Items To be attached to scope by Applicant)

- | | | |
|---|------------------------------|------------------------------|
| 1) Signed TIA Determination Worksheet | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| 2) Detailed phases of the development (II.5) | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| 3) Project site plan/area map | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| 4) Traffic growth rate calculations sheet (IV.1) | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| 5) Trip distribution and assignment (IV.3) | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| 6) Map of study intersections (IV.4) | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| 7) Trip generation calculations sheet (IV.5) | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| 8) SIF Calculation Worksheet with completed TDM | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |