



MONTGOMERY COUNTY PLANNING DEPARTMENT
 THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Local Area Transportation Review

TRANSPORTATION IMPACT STUDY SCOPE OF WORK AGREEMENT

Contact Information			
Transportation Consultant (company, contact name, email, and phone number)			
Name of Applicant / Developer			
Project Information <i>Include Tables/Graphics, As Needed</i>			
Project Name (include plan no. if known)			
Project Location (include address if known)			
Policy Area(s) (subdivision staging policy map)		Master Plan(s) / Sector Plan Area(s)	
Application Type(s)	<input type="checkbox"/> Preliminary Plan	<input type="checkbox"/> Site Plan	<input type="checkbox"/> Sketch/Concept/Pre-Preliminary (Optional)
	<input type="checkbox"/> Conditional Use (formerly special exception)	<input type="checkbox"/> Local Map Amendment	<input type="checkbox"/> Amendment
Project Description & Previous Approvals (proposed land uses, zoning, no. of units, square footage, construction phasing, prior approvals and proposals, existing uses, site operations, year built, status of Adequate Public Facilities [APF], other relevant info)			
1.Site Access (proposed access location(s), existing/adjacent/opposite curb cuts, interparcel connections, access configurations and restrictions, internal circulation, private roads, parking/loading areas, other relevant info)			

2. Transportation Analysis Requirement	<input type="checkbox"/> Transportation Impact Study Generates <u>50 or more</u> total weekday peak hour person trips (vehicular, transit, bicycle, and/or pedestrian) with no reductions other than a credit for existing developments over 12 years old, <u>AND</u> is outside of the White Flint and White Oak Policy Areas. Fill out remainder of this form and include in transportation impact study appendix.		<input type="checkbox"/> Transportation Study Exemption Statement Generates <u>49 or fewer</u> total weekday peak hour person trips (vehicular, transit, bicycle, and/or pedestrian) with no reductions other than a credit for existing developments over 12 years old, <u>OR</u> within White Flint and White Oak Policy Areas. Fill out PAR and trip generation sections below, and include with exemption statement.		
3. Policy Area Review (PAR) Only for projects filed before 1/1/17	<input type="checkbox"/> TPAR (1/1/13 – 12/31/16) 0, 25, 50%: _____ (TPAR = Transportation Policy Area Review)	<input type="checkbox"/> PAMR (11/15/07 - 12/31/12) 0-50%: _____ (PAMR = Policy Area Mobility Review)	<input type="checkbox"/> Exempt (no square footage increase or fewer than 3 new trips) or 1/1/17 or later) <input type="checkbox"/> No PAR (7/1/03 – 11/14/07) <input type="checkbox"/> PATR (before 6/30/03) (PATR = Policy Area Transportation Review)		
4. Transportation Mitigation Agreement (TMAg) Required?	<input type="checkbox"/> No	<input type="checkbox"/> Yes (25+ Employees and in Transportation Management District [TMD])		<input type="checkbox"/> Amend Existing TMAg	
5. Established Transportation Management District (TMD)?	<input type="checkbox"/> No	<input type="checkbox"/> Yes TMD Name: _____			
Transportation Impact Study Assumptions <i>Include Tables/Graphics, As Needed</i>					
6. Study Years / Phases	Existing Year: _____		Phases / Build-out Year(s): _____		
7. Study Periods	<input type="checkbox"/> AM <input type="checkbox"/> PM <input type="checkbox"/> Mid-day <input type="checkbox"/> Saturday <input type="checkbox"/> Sunday <input type="checkbox"/> Other: _____				
8. Study Intersections (For projects generating 50 or more person trips, list all signalized & significant unsignalized intersections, and site driveways traffic counts must be collected within 12-months of completed and accepted application)	# of tiers of intersections to study (refer current LATR Guidelines): _____ <i>For the purpose of determining the number of tiers of study intersections, trip calculation for the subject site should also include nearby unbuilt properties in common ownership. No trip reductions should be taken in this calculation other than a credit for existing developments over 12 years old.</i>				
	1)		7)		
	2)		8)		
	3)		9)		
	4)		10)		
	5)		11)		
	6)		add more rows if necessary		
9. Trip Generation (clearly cite sources and methodology including use of rates vs. equation, include trip generation for existing site, current approvals, proposed uses, and net changes)	Total Person Trips	Vehicle Trips*	Transit Trips*	Walking Trips*	Bicycling Trips*
<i>* Only required if total peak hour person trips are 50 or more. Sum of vehicle, transit, walking and biking trips shall be the equivalent of total person trips. Use table at the end of</i>					

	<i>the form to show all calculations and assumptions for mode breakout.</i>
10. Trip Reductions (include justification and supporting documentation for internal capture, pass-by, diverted, Transportation Demand Management)	
11. Trip Distribution %	
12. Pipeline Developments to be considered as background traffic (include name, plan #, land uses, and sizes for approved but unbuilt developments or concurrently pending applications; info can be obtained from the M-NCPPC Pipeline website)	
13. Pipeline Transportation Projects to be considered as background condition (fully funded County Capital Improvement Program, State Consolidated Transportation Program, developer projects, etc. within the next 6 years)	

Preliminary Mitigation Analysis		<i>*Refer to the LATR Guidelines for details on how to mitigate</i>	
14.Vehicular Analysis	<input type="checkbox"/> Vehicular Analysis Anticipated 11 (Vehicular mitigation to be determined after study)	<ul style="list-style-type: none"> TEST: HCM Analysis is required to be provided for all intersections analyzed in studies for: 1) "Red & Orange" policy areas, and 2) intersections with a CLV of more than 1,350 in "Yellow & Green" policy areas. 3) CLV analysis required for all intersections regardless of policy area. CLV assessment and signal timing worksheets are to be included in the study appendix. MITIGATION: Required if HCM delay analyses exceed policy area standard 	
15.Pedestrian Analysis	<input type="checkbox"/> Pedestrian Mitigation Anticipated	<ul style="list-style-type: none"> TEST: If the plan generates 50 or more pedestrian peak hour trips, mitigation of surrounding pedestrian conditions is required MITIGATION: Required if ADA non-compliance issues within 500 foot radius of site boundary and if pedestrian crosswalk delay at LATR intersections within 500 feet of site boundary is lower than Level of Service (LOS) D 	
16.Bicycle Analysis	<input type="checkbox"/> Bicycle Mitigation Anticipated	<ul style="list-style-type: none"> TEST: If the plan generates 50 or more bicycle peak hour trips and is within 0.25 miles of an existing educational institution or existing/planned bikeshare station, mitigation of surrounding bicycle conditions is required MITIGATION: Required to make improvements to provide a low Level of Traffic Stress to any existing similar facility within 750 feet of the site boundary; Alternatively, project may provide a master planned improvement that provides an equivalent improvement in the level of traffic stress for cyclists 	
17.Transit Analysis	<input type="checkbox"/> Transit Mitigation Anticipated	<ul style="list-style-type: none"> TEST: If the plan generates 50 or more transit peak hour trips and the peak load of bus routes at bus stops within 1,000 feet of site boundary exceeds (or is worse than) peak load of LOS D (1.25 transit riders per seat during the peak period in the peak direction), mitigation of transit conditions is required MITIGATION: Required to provide or fund improvements that would mitigate the trips exceeding the standard that are attributable to the development 	
Additional Analysis or Software Required	<input type="checkbox"/> Queuing Analysis <input type="checkbox"/> Signal Warrant Analysis <input type="checkbox"/> Weaving/Merge Analysis	<input type="checkbox"/> Accident Analysis <input type="checkbox"/> Synchro <input type="checkbox"/> SIDRA	<input type="checkbox"/> VISSIM <input type="checkbox"/> CORSIM <input type="checkbox"/> Other _____

M-NCPPC Clarifications

- Transportation impact study will comply with all other requirements of the LATR Guidelines not listed on this form.
- If physical improvements are proposed as mitigation, the transportation impact study will demonstrate feasibility with regards to right-of-way and utility relocation (at a minimum).
- In the event that the development proposal significantly changes after this transportation impact study scope has been agreed to, the Applicant will work with M-NCPPC staff to amend the scope to accurately reflect the new proposal.
- A receipt from MCDOT showing that the transportation impact study review fee has been paid will be provided to M-NCPPC DARC at the time the development application is submitted.
- Minimum of seven paper copies (more if near the County line or an incorporated City) and two PDF copies of the transportation impact study and appendices will be provided.

Additional Assumptions / Special Circumstances for Discussion

Site Trip Generation Estimate Worksheet				
Step 1: Vehicle Trips				
ITE Land use Code				
Development Size				
ITE trip generation estimate formula/rate* AM		Total AM Vehicle Trips		
ITE Trip generation estimate formula/rate* PM		Total PM Vehicle Trips		
Step 2: Policy Area Conversion				
Policy Area # & Name		Trip Adjustment Factor	_____ %	
Applied Policy Area Adjusted Value AM				
Applied Policy Area Adjusted Value PM				
Step 3: Mode Split				
			AM	PM
Auto Driver	_____ %	Results		
Auto Passenger	_____ %	Results		
Transit	_____ %	Results		
Walking	_____ %	Results		
Bicycling	_____ %	Results		

Complete one of these tables for EACH use included in the application. Enter results into "Transportation Impacts Analysis" section of the form.