

CITY OF NEW BRAUNFELS TRAFFIC IMPACT ANALYSIS (TIA) SCOPING MEETING WORKSHEET

This worksheet was developed to facilitate the TIA scoping process and supplement the minimum information required for a TIA by the City of New Braunfels Code of Ordinances. The preparer shall complete Sections 1 and 2 and submit this worksheet and required attachments to engineeringtechs@nbtexas.org one week prior to the scoping meeting.

Section 1: General Information

Project Name:				
Project Address/Location:				
Location? <input type="checkbox"/> City of New Braunfels <input type="checkbox"/> New Braunfels ETJ <input type="checkbox"/> Comal County <input type="checkbox"/> Guadalupe County				
Owner Name:			Owner Email:	
Owner Address:			Owner Phone:	
Preparer Company:				
Preparer Name:			Preparer Email:	
Preparer Address:			Preparer Phone:	
Application Type or Reason for TIA Worksheet/Report				
<input type="checkbox"/> Master Plan <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Commercial Permit <input type="checkbox"/> Zoning				
Required Attachments				
<input type="checkbox"/> CoNB TIA Determination Form		<input type="checkbox"/> Preliminary trip distribution and assignment diagrams		
<input type="checkbox"/> Site plan with access locations		<input type="checkbox"/> Basis for background traffic growth rate		

Section 2: TIA Parameters

Parameter	Developer Proposed	City Concurrence		If no, identify modifications required
		Yes	No	
Trip Generation Method	<input type="checkbox"/> ITE Trip Gen, 10 th Ed <input type="checkbox"/> Other:			
Background Traffic Growth Rate				
Proposed Peak Periods	<input type="checkbox"/> AM <input type="checkbox"/> PM <input type="checkbox"/> Other:			
Scenarios and Years for Analysis (e.g. Existing 20XX, Background & Phase # 20XX, Background & Buildout 20XX)	1.	20		
	2.	20		
	3.	20		
	4.	20		
	5.	20		
	6.	20		
Intersections for Analysis (in addition to all site access)	1.			
	2.			
	3.			
	4.			
	5.			
	6.			

Section 3: Additional Comments/Concerns to be Addressed in the TIA Report (TxDOT access, sight distance, traffic control warrants, neighborhood traffic control plan, traffic calming, funded capital and developer improvements, parking, truck traffic, etc.)

Section 4: Agreement on TIA Parameters

TIA Report Level: Level 1 (101-500 PHT) Level 2 (501-1,000 PHT) Level 3 (1,001 or more PHT)

City of New Braunfels Signature

Preparer's Signature

Printed Name of Representative & Date

Printed Name of Representative & Date

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Complete this worksheet as a requirement for zoning, master plan, plat and permit as specified in City of New Braunfels Code of Ordinances Sections 114-99 and 118-46.
 Note: The Code provides the minimum information for a TIA report and it is recommended that a scoping meeting be scheduled with the Engineering Division.

Section 1: General Information

Project Name:				Date:			
Subdivision Plat Name:				Project Address/Location:			
Location? <input type="checkbox"/> City of New Braunfels		<input type="checkbox"/> New Braunfels ETJ		<input type="checkbox"/> Comal County		<input type="checkbox"/> Guadalupe County	
Owner Name:				Owner Email:			
Owner Address:				Owner Phone:			
Preparer Company:							
Preparer Name:				Preparer Email:			
Preparer Address:				Preparer Phone:			
TIA scoping meeting with City Engineering Division staff? (required for reports) <input type="checkbox"/> Yes. Date: _____				TIA Worksheet/Report approved with previous zoning, plan, plat or permit? <input type="checkbox"/> No. Complete Page 1 only.			
<input type="checkbox"/> No.				<input type="checkbox"/> Yes. Complete Pages 1 and 2.			
Application Type or Reason for TIA Worksheet/Report							
<input type="checkbox"/> Zoning/Concept Plan/Detail Plan		<input type="checkbox"/> Master Plan		<input type="checkbox"/> Preliminary Plat		<input type="checkbox"/> Final Plat	
				<input type="checkbox"/> Permit		<input type="checkbox"/> Other	
TIA Submittal Type (A TIA Worksheet is required with all zoning, plan, plat and permit applications)							
<input type="checkbox"/> TIA Worksheet Only (100 peak hour trips or less)				<input type="checkbox"/> Level 1 TIA Report (101-500 peak hour trips)			
<input type="checkbox"/> TIA Worksheet Only – Previous TIA Report Approved				<input type="checkbox"/> Level 2 TIA Report (501-1,000 peak hour trips)			
<input type="checkbox"/> TIA Worksheet Only – Previous TIA Report not required (supporting documentation may be required)				<input type="checkbox"/> Level 3 TIA Report (1,001 or more peak hour trips)			

Section 2: Proposed Land Use and Trip Information for Application

Unit	Land Use	ITE Code ¹	ITE Unit ²	Est. Project Units	Critical Peak Hour	AM Peak Hour Rate	PM Peak Hour Rate	WKND Peak Hour Rate	Daily Trip Rate	AM Peak Hour Trips	PM Peak Hour Trips	WKND Peak Hour Trips	Daily Trips
<i>Total from additional tabulation sheet (if necessary):</i>													
Total:													

¹Institute of Transportation Engineers (ITE) Trip Generation, 10th Edition or most recent; ²E.g., Dwelling Units, Acres, Employees, KSF, etc.

Internal Use Only	Reviewed by:			Date:		
	<input type="checkbox"/> TIA Worksheet is acceptable.	<input type="checkbox"/> TIA Worksheet requires corrections.	<input type="checkbox"/> TIA Report required.	<input type="checkbox"/> TIA Report not required.		

