

## TRAFFIC ANALYSIS INTAKE FORM

The traffic analysis intake form shall be submitted with all new development projects to help determine what traffic analysis will be required. These guidelines apply to most development projects. However, the City reserves the right to request both Vehicle Miles Traveled (VMT) and Level of Service (LOS) analysis depending on the specifics of the project. All questions regarding this intake form should be directed to the City of Santee Traffic Engineering division.

### 1. Project Information

Applicant Name	
Project Address or Street/Cross Streets	
APN	
Project No.	

### 2. Project Description

### 3. Certification

Application Certification: I certify that this intake form has been completed to the best of my ability and accurately reflects the project being proposed. I understand that this intake form is for guidance only and that the City may require additional information or studies.

Date: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**4. Trip Generation Information**

Applicant shall provide supporting documentation for all trip generation numbers used upon request by City. Selection of trip generation rate source and land use type is subject to approval by City.

**4A: Total Project Site Trips After Fully Constructed**

Fill out the table below to show the total trips for the project site for the complete project. The information in this table should include both existing facilities that will still be in use once the project is complete and new facilities that will be constructed. Use separate rows for each different type of land use and tally the total at the bottom of the table.

#	Project Land Use Description	New or Existing	Size (Number of dwelling units or square feet)	ITE Trip Generation Rate Page number and land use description (Subject to City Staff approval)	Trip Generation Rate	Total Daily Trips
1				<input type="checkbox"/> ITE Trip Generation Rate Manual Version _____ Page # _____ Land Use: _____ <input type="checkbox"/> Other: _____		
2				<input type="checkbox"/> ITE Trip Generation Rate Manual Version _____ Page # _____ Land Use: _____ <input type="checkbox"/> Other: _____		
3				<input type="checkbox"/> ITE Trip Generation Rate Manual Version _____ Page # _____ Land Use: _____ <input type="checkbox"/> Other: _____		

Projected Total Average Daily Trips (ADT) for the site: \_\_\_\_\_

**4B: Total Existing Trips** Fill out the table below to show the total existing trips for the project site.

Use separate rows for each different type of land use. If site is currently a vacant empty lot, enter zero for existing trips, otherwise enter the trips for the most recent land use and tally them at the bottom of the table.

#	Existing Land Use Description	Size (Number of dwelling units or square feet)	Trip Generation Rate Data Source (Subject to City Staff approval)	Trip Generation Rate	Total Daily Trips
1			<input type="checkbox"/> ITE Trip Generation Rate Manual Version _____ Page # _____ Land Use: _____ <input type="checkbox"/> Actual counts collected* _____ <input type="checkbox"/> Other: _____		
2			<input type="checkbox"/> ITE Trip Generation Rate Manual Version _____ Page # _____ Land Use: _____ <input type="checkbox"/> Actual counts collected* _____ <input type="checkbox"/> Other: _____		
3			<input type="checkbox"/> ITE Trip Generation Rate Manual Version _____ Page # _____ Land Use: _____ <input type="checkbox"/> Actual counts collected* _____ <input type="checkbox"/> Other: _____		

\* Note: If site counts are collected, they should be for a minimum of two full midweek days representing typical days when schools are in session.

Total Existing Average Daily Trips (ADT) for the site: \_\_\_\_\_

## 5. Preliminary Analysis

This section will determine if a VMT Analysis or LOS Traffic Study may be required.

Total net new trips for the project site (Section 4A minus Section 4B): \_\_\_\_\_

### 5A: Vehicle Miles Traveled (VMT) Analysis

Projects that are projected to generate more than 500 total new net Average Daily Trips (ADT) may be required to submit a full VMT analysis. If the project has more than 500 net new ADT, applicant shall refer to the City of Santee VMT Analysis Guidelines for next steps and fill out the complete CEQA Transportation Analysis Screening Form in Appendix A.

Is the proposed project projected to have more than 500 net new ADT?

- NO VMT analysis is not required for this project
- YES VMT analysis may be required and a completed full CEQA Transportation Analysis Screening Form will be required.

### 5B: Traffic Study Level of Service (LOS) Analysis

Projects that are projected to generate more than 1,000 net new Average Daily Trips (ADT) may be required to submit a traffic study that evaluates traffic impact and performs a LOS analysis. The new trips are determined by subtracting the existing number of trips (4B) from the total trips for the project site after buildout (4A). If a traffic study with LOS analysis is required, applicant shall refer to the San Diego ITE's Guidelines for Transportation Impact Studies in the San Diego Region, May 2019.

Is the proposed project projected to have more than 1,000 net new ADT?

- NO A traffic study is not required for this project
- YES A traffic study LOS analysis may be required

Is the proposed project projected to have more than 2,500 net new ADT?

- NO A SANDAG model run is not required.
- YES A SANDAG model run may be required.

## 6. Technical Memorandum

If the total ADT is within 10% of any of the limits listed above, at the City's discretion, a technical memorandum prepared by a registered traffic engineer may be required to verify calculations.

Is the proposed project projected Average Daily Trips over 450 VMT or 900 LOS?

- NO A traffic memorandum is not required.
- YES A traffic memorandum prepared by a registered traffic engineer detailing if a VMT or Traffic Study LOS analysis may be required.