

Sample Transportation Impact Study Report Outline¹

Suggested Guidelines for Table of Contents:

I. Introduction and Summary

- A. Purpose of Report and Study Objectives
- B. Executive Summary
 - 1. Site Location and Study Area
 - 2. Development Description
 - 3. Principal Findings
 - 4. Conclusions
 - 5. Recommendations

II. Proposed Development (Site and Nearby)

- A. Off-Site Development
- B. Description of On-Site Development
 - 1. Land use and intensity
 - 2. Location
 - 3. Site Plan
 - 4. Zoning
 - 5. Phasing and Timing

III. Area Conditions

- A. Study Area
 - 1. Area of Influence
 - 2. Area of Significant Traffic Impact *(may also be part of Chapter IV)*
- B. Study Area Land Use
 - 1. Existing Land Uses
 - 2. Existing Zoning
 - 3. Anticipated Future Development
- C. Site Accessibility
 - 1. Area Roadway System
 - Existing
 - Future
 - 2. Traffic Volumes and Conditions
 - 3. Transit Service
 - 4. Existing Relevant Transportation System Management Programs
 - 5. Other, as applicable

IV. Projected Traffic

- A. Site Traffic (each Horizon Year)
 - 1. Trip Generation
 - 2. Trip Distribution
 - 3. Modal Split
 - 4. Trip Assignment

- B. Through Traffic (each Horizon Year)
 - 1. Method of Projection
 - 2. Non-Site Traffic for anticipated Development in Study Area
 - Method of Projections
 - Trip Generation
 - Trip Distribution
 - Modal Split
 - Trip Assignment
 - 3. Through Traffic
 - 4. Estimated Volumes

- C. Total Traffic (each Horizon Year)

V. Traffic Analysis

- A. Site Access
- B. Capacity and Level of Service
- C. Traffic Safety
- D. Traffic Signals
- E. Site Circulation and Parking

VI. Improvement Analysis

- A. Improvements to accommodate Base Traffic
- B. Additional Improvements to accommodate Site Traffic
- C. Alternative Improvements
- D. Status of Improvements already Funded, Programmed, or Planned
- E. Evaluation

VII. Findings

- A. Site Accessibility
- B. Traffic Impacts
- C. Need for any Improvements
- D. Compliance with applicable Local Codes

VIII. Recommendations

- A. Site Access/Circulation Plan
- B. Roadway Improvements
 - 1. On-Site
 - 2. Off-Site
 - 3. Phasing, if appropriate
- C. Transportation System Management Actions
 - 1. Off-Site
 - 2. On-Site Operational
 - 3. On-Site
- D. Other, as applicable

IX. Conclusions

Suggested Guidelines for Figures and Tables:

Figure A – Site Location

Description: An area map showing site location and area of influence.

Figure B – Existing Transportation System

Description: Existing roadway system serving site. Should show all major streets, minor streets adjacent to site, and site boundaries. Show also transit, bicycle, and major pedestrian routes, if applicable, along with right-of-way widths and signal locations. In some cases, may be combined with Figure A.

Figure C – Existing and Anticipated Area Development

Description: Map at same scale as Figure G showing existing and anticipated land uses/developments in study area.

Figure D – Current Daily Traffic Volumes

Description: Recent or existing daily volumes on roads in study area. May be combined with Figure B or E. Also existing moving lanes if not shown in Figure B.

Figure E – Existing Peak Hour Turning Volumes

Description: Current peak hour turning volumes at each location critical to site access or serving major traffic volumes through study area. May be combined with Figure D. Also existing moving lanes if not shown in Figure B.

Figure F – Anticipated Transportation System

Description: Area transportation system map showing programmed and applicable planned roadway, transit, bikeway, and pedestrianway improvements affecting site access or traffic flow through the study area. May be combined with Figure B.

Figure G or Table A – Directional Distribution of Site Traffic

Description: Map or table showing (by percentages) the portion of site traffic approaching and departing the area on each roadway; may differ by land use within multi-use development.

Table B – Estimated Site Traffic Generation

Description: Estimated peak hour (and daily if required) trips to be generated by each major component of the proposed development; must be shown separately for inbound and outbound directions.

Figure H – Site Traffic

Description: Map of anticipated study area roadway network showing peak hour turning volumes generated by site development.

Table C – Estimated Trip Generation for Non-Site Development

Description: Trips generated by off-site development within study area. Similar to Table B.

Figure I – Estimated Non-Site Traffic

Description: Map similar to Figure G showing peak hour turning volumes generated by off-site development within study area plus through horizon year traffic.

Figure J – Estimated Total Future Traffic

Description: Map similar to Figure G showing sum of traffic from Figures H and I.

Figure K or Table D – Projected Levels of Service

Description: Levels of service computed for critical intersections in study area. Include existing, horizon year non-site, and, total horizon year (with site development) conditions.

Figure L or Table E – Recommended Improvements

Description: Map showing recommended off-site transportation improvements, site access points, and on-site circulation and parking features, as appropriate. May require more than one figure. Table will describe improvements by location and type. If phasing of improvements is to be stipulated, this should also be shown on these or a separate figure or table.

Additional figures and tables may be needed for certain studies with additional complexities, issues, or study years.

¹TIS Report Outline from ITE's "Transportation Impact Analyses for Site Development: An ITE Proposed Recommended Practice"