

## TRAFFIC IMPACT ANALYSIS (TIA) SUBMITTAL, REVIEW AND APPROVAL PROCESS

- Determine whether a TIA will be required for a proposed development or change of use (see LDC Section 6.17 below)
- Review R2CTPO Transportation Impact Analysis Guidelines
- Is this project related to a parent parcel
- Submit Uniform Development Review Application to begin TIA review process
  - Check "Other" box and add TIA Review
  - Include proof of ownership
  - Notarized Authorization of Owner form (if agent submits)
  - \$3,000 deposit for City consultant review (LDC Section 3.3.C.2 – Additional funds may be required to cover additional review fees. Unused deposit will be returned to applicant upon completion of review.)
  - Detailed description of proposed development, or change of use
  - Applicant submits methodology statement (using R2CTPO guidelines)
  - Emailed submittals of information will not be accepted. All submittals and re-submittals require hard copies and an electronic copy of all materials on CD
- Request methodology meeting with City staff if needed.
- City consultant will be assigned to the application review and will review the applicant's methodology statement for TIA
- After methodology has been agreed to and accepted, submit TIA to the City using R2CTPO guidelines
- If required, submit to County through County Use Permit Application, County requires:
  - TIA hardcopies (2)
  - TIA PDF
  - Completed Checklist
  - All computer input files
- The City/County will review TIA and provide comments as needed
- Applicant re-submits TIA, resolving City/County comments
- A final TIA document is required for recordkeeping purposes
- All TIA comments must be resolved prior to scheduling an application for public hearings

Submit Information to: The City of Daytona Beach  
301 S. Ridgewood Avenue, Room 240  
Daytona Beach, FL 32114

## **Threshold Conditions Determining the Need for a TIA (LDC Section 6.17)**

1. It shall be the responsibility of the applicant to submit the data needed to determine whether or not a TIA is required.
2. A TIA shall be required for applications for a zoning district map amendment in which the trip ends associated with the requested zoning district's most intensive use are greater than ten percent of the trip ends associated with the existing zoning district's most intensive use. Most intensive use shall be the use which generates the highest number of trips per day in accordance with the ITE Trip Generation Manual.
3. A TIA will be required for developments generating 1,000 or more two-way daily external trips on a weekday or 100 or more peak hour two-way external trips on a weekday.
4. Developments generating less than 1,000 two-way daily external trips or 100 peak hour two-way external trips may be required to submit a TIA if it is determined necessary by City staff due to possible impacts on traffic including:
  - a. The likelihood that current or projected levels of service for the roadway system adjacent to the development will be significantly affected.
  - b. The traffic conditions in the adjacent neighborhoods will be adversely impacted.
  - c. The proximity of existing or proposed site driveways to other driveways or intersections.
  - d. The ability of the adjacent, existing, or planned roadway system to handle increased traffic, or the feasibility of improving the roadway system to handle increased traffic.
  - e. Other specific traffic problems or deficiencies that may be affected by the proposed development or affect the ability of the development to be satisfactorily accommodated.
  - f. To determine mitigation.
5. A TIA shall not be required for the following:
  - a. Construction of single-family, duplex, triplex, or fourplex residences where only one such structure is constructed per lot.
  - b. Substantial restoration within a period of six months of a building damaged by fire, explosion, flood, tornado, riot, or accident of any kind, and where there is no change of use.
  - c. Restoration of buildings with a historic designation.
  - d. Remodeling where all exterior walls of the building remain in the same location and there is no change in use.
6. TIA requirements within a Redevelopment Area exempt from concurrency requirements may be waived or altered.