



BONNER COUNTY ROAD & BRIDGE TRIP GENERATION & DISTRIBUTION LETTER

1500 Hwy 2 Suite 101 • Sandpoint, ID 83864 • Phone: (208) 255-5681 EXT 1 – Fax: (208) 263-9084

PURPOSE: The purpose of the trip generation and distribution (TG&D) letter is intended to assist the Road & Bridge Department Director and/or Engineer in determining whether a traffic impact study will be required for the proposed land use action (Subdivisions, Short Plats, PUD's, CUP's, & Zone Changes). This letter is required by Ordinance 472 adopting the Bonner County Road Standards Manual (see Section 9).

This letter should be submitted shortly following pre-application discussions/interviews, as to provide the applicant sufficient time to develop a traffic impact study if required by the Road & Bridge Department, prior to project hearing and approval.

The information provided within a TG&D letter shall include:

- 1) **PROJECT LOCATION & ACCESS:**
 - a. Written description of the project location in relation to existing roadways located within the vicinity of the project site and also the connections to state highways.
 - b. Discuss how the project site will be accessed from the nearest public roadway, examining the sight distances available at the existing or proposed approach(es).
 - c. Discuss the distance to nearby intersections or points of interest schools, parks, crosswalks, etc).
 - d. Discuss any existing safety concerns in the vicinity of the project.
 - e. Include an attached graphical figure of the layout of the site access and surrounding roadways.
- 2) **PROJECT ACTION:** A written description of the land use actions and should include the use and size of the project, existing and proposed zoning, and development/phasing and completion schedules. This should include not just immediate plans but long term plans for development and growth that will impact traffic.
- 3) **TRIP GENERATION:** Trip Generation should be determined based upon the methodologies of the Institute of Transportation Engineers (ITE) Trip Generation Manual (12th Edition or newer) for the weekday AM peak hour and weekday PM peak hour, unless the County Engineer specifies some other time period for the analysis (i.e. potentially weekends for recreation areas).

For zone change applications, the trips generated should be based on the parcel acreage where possible in the ITE Manual to account for potential future growth and expansion of the use within the available space. More specific uses under subdivisions, PUD's, & CUP's may select from the use-specific data using the number of dwellings, square footages, # of employees, # of gas pumps, etc. The following table may be used as a shortcut for housing development trip generations:

Typical Trip Generation Rates for Bonner County Land Use:

Land Use	AM Peak Hour Rate	PM Peak Hour Rate	Multiplying Factor
Single Family Detached Housing	0.70	0.93	# of Dwelling Units
Residential Condominium/Townhouse	0.41	0.52	# of Dwelling Units
Mobile Home Park	0.26	0.46	# of Dwelling Units
Residential Planned Unit Development	See Methodologies in the ITE Trip Generation Manual		
Commercial, Industrial, and Other Uses	See Methodologies in the ITE Trip Generation Manual		

AM peak vehicles per hour (vph) = _____ X _____ = _____ (vph)

PM peak vehicles per hour (vph) = _____ X _____ = _____ (vph)

TRIP DISTRIBUTION AND ASSIGNMENT: A description of project trip distribution and assignments will be provided in the Traffic Impact Study. The methodologies used to distribute and assign project trips will be discussed/ provided in the TG&D letter. As a guide, trip assignments should be provided for site access and key intersections located within the direct vicinity of the site, and for those key intersections projected to support more than 25 peak hour trips beyond the immediate site vicinity during the typical weekday or other time period specified by the Road & Bridge Dept Director or Engineer.

TRAFFIC IMPACT STUDY:

A Traffic Impact Study (TIS) is intended to forecast and, as needed, mitigate the transportation and traffic impacts of a proposed land use development or redevelopment project. A TIS will be required at the discretion of the Road & Bridge Director or Engineer; however, the Director or Engineer will typically require a TIS when one or more of the following conditions are met:

- Project is projected to generate more than 50 trips during the AM and/or PM peak hours (or some other time period specified by the Road & Bridge Dept).
- The Road & Bridge Dept anticipates that the project driveway trips will significantly impact traffic operations on adjacent arterials.
- The project is proposed along a route(s) that historically experiences or is projected to experience traffic safety issues.

- The project is proposed within the vicinity of a school, Community Park, or some other area with high levels of pedestrian and neighborhood activity.

If you have questions regarding the requirements of a Traffic Impact Study (TIS) you may contact the Bonner County Road and Bridge Department at 208-255-5681 or pick up a copy at:

Bonner County Road & Bridge 1500 Hwy 2 Suite 101 Sandpoint, ID 83864	
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