



STAFF ONLY

Permit No. _____

Revision No. _____

Date _____

Traffic Impact Study Checklist
(TIS - 1)

Instructions: All Traffic Impact Study submissions shall contain the following information. Any submissions brought to the County with a missing or incomplete study, may be rejected and not reviewed until all necessary information has been provided. It should be noted that not all items contained below will, necessarily, be required for every project.

Consulting Engineer shall place one of the following marks (as appropriate) on each line (engineering reviewer shall verify each mark).

N/A - not applicable Y - provided

Note: The following checklist is provided to assist the design professional in developing a complete Traffic Impact Study to expedite review by the Department. All final Traffic Impact Studies submitted for review are to include a copy of the checklist(s) signed by a design professional in responsible charge with the firm. Submittals made that do not include the checklist(s) will be returned without review, comments, or approval. Compliance with the checklist, however, in no way is meant to relieve the design professional of responsibility for project design.

- I. Each Traffic Impact Study shall contain the following;
 - A. Title sheet that contains;
 - 1) Title of Report (Traffic Impact Study for),
 - 2) Name of Project,
 - 3) Project Number,
 - 4) Prepared for..name of developer,
 - 5) Date of Report, and
 - 6) Name and Address of Traffic Consultant
 - B. Table of contents which includes;
 - 1) Introduction,
 - 2) Location/Vicinity Map
 - 3) Analysis,
 - 4) Conclusion and Recommendations, and
 - 5) Appendix.
 - C. An Introduction that includes;
 - 1) a description of the project,
 - 2) the limits of the study, and
 - 3) the methodology used.
 - D. Location/Vicinity Map (showing project site and limits of study), and which shall include;
 - 1) a north arrow,
 - 2) scale, and
 - 3) nearby roads (labeled).
 - E. Analysis
 - 1) The study is to include Critical Lane Volume analyses for the following conditions:
 - a) The existing traffic
 - b) The existing traffic *plus* the background traffic (traffic expected to be generated by developments that are in the process, but not build),
 - c) The existing traffic *plus* the background traffic *plus* the traffic expected to be generated by the project under review.

- 2) The appropriate Highway Capacity Manual intersection analysis is also to be included if the Critical Lane Volume is in excess of 1300.
 - 3) The study is to include road Section Link Analyses between the intersections under review.
- F. Conclusion and Recommendations
- G. Appendix containing all of the background data used in the preparation of the study including:
- 1) Turning movement traffic counts for the time period specified.
 - 2) Intersection diagrams showing lane configuration with the widths, appropriate traffic signal phasing and any additional information necessary to review the study.
 - 3) The trip generation work sheets and traffic distribution sketches for all of the background developments considered in the study.
 - 4) Copies of all of the analyses prepared for the existing, background and total traffic volumes.
 - 5) All road rating and/or Highway Capacity Manual link analysis worksheets.

Applicant's Certification

I, the undersigned, hereby certify that the attached Traffic Impact Study has all items required by the Anne Arundel County Code. I understand that if any of the items required are deemed missing from the study, the study will not be acceptable for review and will be returned as incomplete. My client is aware of this criteria and will accept all responsibility for delays due to an incomplete study. I am enclosing an explanation for each item which I feel is not required and, therefore, has not been included in this study.

Design Professional's signature

Date

NOTE: DESIGN PROFESSIONAL MUST SIGN THIS CHECKLIST

Reviewer's signature

Date