

## CITY OF NEW BRAUNFELS TRAFFIC IMPACT ANALYSIS (TIA) SCOPE WORKSHEET

This worksheet was developed to facilitate the TIA scoping process and supplement the minimum information required for a TIA Report by the City of New Braunfels Code of Ordinances. The scope must be approved before the formal submittal of a TIA Report.

The preparer shall complete Sections 1 and 2, submit this worksheet and required documents to the online permitting portal under the TIA case number, and notify [engineeringtechs@newbraunfels.gov](mailto:engineeringtechs@newbraunfels.gov) of the submittal.

### Section 1: General Information

Project Name:	
Project Address/Location:	
<b>Location?</b> <input type="checkbox"/> City of New Braunfels <input type="checkbox"/> New Braunfels ETJ <input type="checkbox"/> Comal County <input type="checkbox"/> Guadalupe County	
Owner Name:	Owner Email:
Owner Address:	Owner Phone:
Preparer Company:	
Preparer Name:	Preparer Email:
Preparer Address:	Preparer Phone:
<b>Application Type or Reason for TIA Report</b>	
<input type="checkbox"/> Zoning <input type="checkbox"/> Master Plan <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat <input type="checkbox"/> Permit	
<b>Required Documents</b>	
<input type="checkbox"/> TIA Worksheet (Reviewed by City for Report Determination)	<input type="checkbox"/> Preliminary trip distribution and assignment diagrams
<input type="checkbox"/> Project site plan with an area map and access locations	<input type="checkbox"/> Basis for background traffic growth rate
<input type="checkbox"/> Detailed phases of the project	<input type="checkbox"/> Map of the study area and intersections

### Section 2: TIA Scope

Parameter	Developer Proposed	City Concurrence		If no, identify modifications required
		Yes	No	
TIA Report Type	<input type="checkbox"/> Level 1 (100-199 PHT) <input type="checkbox"/> Level 2 (200-499 PHT) <input type="checkbox"/> Level 3 (500+ PHT)			
Trip Generation Method	<input type="checkbox"/> ITE Trip Gen, 11 <sup>th</sup> Ed <input type="checkbox"/> Other:			
Background Traffic Growth Rate				
Proposed Peak Periods	<input type="checkbox"/> AM <input type="checkbox"/> PM <input type="checkbox"/> Other:			
Scenarios and Years for Analysis (e.g., Existing 20XX, Background 20XX, Background & Phase # 20XX, Background & Buildout 20XX)	1.                      20 2.                      20 3.                      20 4.                      20 5.                      20 6.                      20			
Study Intersections (In addition to all site access)	1. 2. 3. 4. 5. 6.			
Roadway Segments (In addition to all internal roadways)	1. 2. 3. 4.			

Site Accessibility	<input type="checkbox"/> Access management			
	<input type="checkbox"/> Site circulation plan			
	<input type="checkbox"/> Parking			
	<input type="checkbox"/> Pedestrian, bicycle, and transit connectivity			

**Section 3: Additional items to be included in the TIA Report (e.g., *TxDOT access, sight distance, traffic control warrants, neighborhood traffic control plan, school accessibility and traffic control plan, funded capital and developer improvements, truck traffic, etc.*)**

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#### **Section 4: TIA Scope Meeting**

<b>A TIA Scope Meeting may be required based on the following:</b>	
<input type="checkbox"/> TxDOT authority and impact	<input type="checkbox"/> Existing traffic operations and safety issues
<input type="checkbox"/> Capital improvement project coordination	<input type="checkbox"/> Applicant's request
<input type="checkbox"/> Downtown impact	<input type="checkbox"/> Other:

#### **Section 5: Agreement on TIA Scope**

This TIA Scope is based upon the TIA requirements identified in the TIA Worksheet reviewed by the City for report determination on \_\_\_\_\_. Any changes to the assumptions and scope parameters are subject to approval by the City before the formal submittal of a TIA Report. Any land use, development intensity, and scope discrepancies will require a new TIA scope. A signed TIA Scope Worksheet shall remain valid for six months from the Preparer's signature date to the formal submittal of the TIA Report, after which a new TIA Scope is required.

The Preparer confirms that all the information and documents provided represent the project to the best of their knowledge.

\_\_\_\_\_  
City of New Braunfels Signature

\_\_\_\_\_  
Preparer's Signature

\_\_\_\_\_  
Printed Name of Representative & Date

\_\_\_\_\_  
Printed Name of Representative & Date