

## Traffic Scoping Report Information

The traffic scoping report provides a preliminary review of the potential changes to the transportation system resulting from the proposed development. The traffic scoping report allows Bernalillo County Public Works to identify reasonable modifications that can be made to site plans that support the function of the transportation system and ensure safe and efficient access to and from the site to the adjacent roadway. The traffic scoping report helps determine if the site's impact will meet thresholds requiring a Traffic Impact Assessment.

## Applicant, Site and Roadway Information

Please provide the following information on the **Traffic Scoping Report Form** or as a letter:

- Name and contact information: This will be used if there are questions
- Date
- Permit or case number: These are typically building permits, special use permits or zoning administrator applications
- Site Address
- Build Out/Implementation year: Estimated completion or opening. If existing, please put "Existing"
- Specific Land Use(s) or Business Type: How the site will be used is more specific than zoning, indicate if the use is new, changed or stays the same with increased or decreased intensity
- Building size in square feet: Provide existing, new, additions, remodel
- Business Hours and Days: Hours and days of operation
- Number of daily visitors/ employees/ customers/ or other visitors. Please attach any additional information about trips to the site if available.
- Expected Vehicle mix: Percent passenger vehicles (including pick-ups), single unit heavy vehicles (ex. dump truck), multi-unit heavy vehicles (ex. semi-truck), buses, other vehicles
- Roadways where driveways are located with posted speed, if any are NMDOT roadways then NMDOT driveway permit may be required

## Site Plan Checklist

- Site plan drawn to scale, building size in square feet (show new, existing, remodel) 11" x 17"
- Access – location and width of driveways, include any improvement to site access
- Access point(s) sight distance evaluation
- Distance from access point(s) to nearest adjacent driveway or intersection
- Parking layout, location of bike racks, internal traffic circulation, delivery points
- Sidewalks (generally required on all collectors and arterials)
- Nearby transit stops, bike lanes, multi-use trails (if applicable)

## Contact for Questions and Submitting Completed Traffic Scoping Report:

Julie Luna, 505-848-1508, [jaluna@bernco.gov](mailto:jaluna@bernco.gov), Public Works Division, 2400 Broadway Blvd SE

## Traffic Impact Assessment (TIA) Criteria:

The TIA threshold is 250 daily trips or 25 trips during the PM peak hour. The TIA threshold in the Bridge Corridor Plan area is 1,000 daily trips or 100 PM peak hour trips. A TIA can also be required if there are specific safety concerns related to traffic generated by the site. A stand-alone traffic safety study might also be requested.

A copy of Traffic Impact Analysis procedures can be found on-line at: <http://www.bernco.gov/TIA/>

# Traffic Scoping Report Form

## Applicant Information

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_  
Phone Number: \_\_\_\_\_ Permit or Case  
Number (if known): \_\_\_\_\_

## Site Information

Site Address: \_\_\_\_\_ Build Out/  
Implementation Year \_\_\_\_\_  
\_\_\_\_\_

Specific Land Use(s) or Business Type: \_\_\_\_\_  
\_\_\_\_\_

New Use     Change of Use     Unchanged Use    Same Use with:  Increased     Decreased Intensity

Building Size (Square Feet – Provide existing, new, remodel): \_\_\_\_\_

Business Hours and Days: \_\_\_\_\_

Number Daily Employees: \_\_\_\_\_ Number Daily Customers: \_\_\_\_\_ Number Other Daily Visitors: \_\_\_\_\_

*(Please attach any additional information about trips to the site if available.)*

### Expected Vehicle Mix

% Passenger Vehicles (including pick-ups): \_\_\_\_\_ % Buses: \_\_\_\_\_

% Heavy Single Unit Vehicles: \_\_\_\_\_ % Heavy Multi-Unit Vehicles (Semi-Truck): \_\_\_\_\_

% Other (Please Specify): \_\_\_\_\_

## Roadway Information

Driveway(s) located on: \_\_\_\_\_

Is the road(s) accessing site under NM Department of Transportation jurisdiction?  Yes  No  Unknown

Posted speed of roadway providing access: \_\_\_\_\_

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