



## SCOPE FOR TRAFFIC STUDY

This Scope for Traffic Study acknowledges San Bernardino County Department of Public Works, Traffic Division requirements of traffic impact analysis for the project and is subject to change:  
Available on the Department of Public Works Website: [Department of Public Works-Traffic Division](#)

<b>Project Address/APN</b>			
<b>Project Description</b>			
<b>City</b>			
<b>Project Horizon Year</b>		<b>Project Opening Year</b>	
<b>Closest Intersection (Xtn) to the Project</b>			
<b>Xtn N/S Street Name</b>			
<b>Xtn E/W Street Name</b>			
<b>County Supervisorial District</b>		<b>Ambient Growth Rate per Year</b> Valley 2%, Desert 1%	

	<b>Traffic Engineer</b>	<b>Owner/Developer</b>
<b>Company</b>		
<b>Name</b>		
<b>Address</b>		
<b>City, State, Zip Code</b>		
<b>Phone #</b>		
<b>Email address</b>		

**Prepared By:**

**Print Name:**

**Owner/Engineer**

**Date**

**1. Traffic Distribution:** Please insert or attach Figure(s) illustrating project trip distribution in percentages and volumes at the study intersections analyzed.

**2. Trip Credit:** Exact amount of credit subject to approval by Traffic Division.

<b>Transportation Demand Management (TDM)</b>	Yes/no	
<b>Existing Active Land Use</b>	Yes/no	
<b>Previous Land Use</b>	Yes/no	
<b>Internal Trip Reduction</b>	Yes/no	
<b>Pass-by Trip Reduction</b>	Yes/no	

**3. Related Projects:** Consultant should check with Planning in the San Bernardino County Department of [Land Use Services](#) and planning departments of adjoining Cities. Documentation of the consultation from these agencies shall be included in the traffic study. Related projects list shall be submitted to Traffic Division for our review and approval before being incorporated in the study.

**4. Freeway Analysis:** The potential traffic impact on the following Freeway(s) must be considered.

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The applicant shall consult with the State of California Department of Transportation (Caltrans) to determine the California Environmental Quality Act levels of significance with regard to traffic impacts on Caltrans' freeway facilities. This consultation shall also include a determination of Caltrans requirements for the study of traffic impacts to its facilities and the mitigation of any such impacts. This analysis must follow the most current Caltrans' Vehicle Miles Traveled-Focused Transportation Impact Study Guide (May 2020) and can be obtained from <https://dot.ca.gov/-/media/dot-media/programs/transportation-planning/documents/sb-743/2020-05-20-approved-vmt-focused-tisg-a11y.pdf>. If Caltrans finds that the project has a significant impact on the freeway, Caltrans shall be requested to include the basis for this finding in their response. If fees are proposed to mitigate the freeway impact, Caltrans shall be requested to identify the specific project to which the fees will apply. These written comments from Caltrans shall be included with the traffic study and submitted to Public Works for review and approval. If a documented good faith effort is made to consult with Caltrans and written comments cannot be obtained from within a reasonable amount of time, an analysis of the freeway impact shall be made using HCM procedures. Appendix A of the San Bernardino County Transportation Authority CMP outlines allowable modifications to these procedures. The San Bernardino County Transportation Authority CMP can be viewed online at: <https://www.gosbcta.com/planning-sustainability/?term=249>

## 5. Trip Generation

Trip Generation Rate(s) Source: ITE Trip Generation		I – Institute of Transportation Engineers; S – San Diego Traffic Generators; C – County; O – Other:										Edition:		12th		
Land Use Code	Land Use	Rate Based on	QTY	AVTE Units*	Daily Trips	Weekday A.M. Peak			Weekday P.M. Peak			Weekend peak hour				
						In	Out	Total	In	Out	Total	In	Out	Total		

\* - Average Vehicle Trip Ends.

For ITE Land Uses provide number and name of Land Use. e.g. LU 814 - Variety Store. Units include ksf, employee, GLA, etc.

**6. Study Intersections:** At minimum, the study shall include the following intersections. The list is subject to change after related projects, trip generation and distribution are determined. Consultant should check with adjoining Cities regarding their requirements in addition to the following County/City intersections. Documentation of the consultation from these agencies shall be included in the traffic study.

<b>Xtn #</b>	<b>% County</b>	<b>% City</b>	<b>N-S/E-W Street Name</b>	<b>City Name/Caltrans</b>	<b>Signalized</b>	<b>CMP</b>
1					Yes/no	Yes/no
2					Yes/no	Yes/no
3					Yes/no	Yes/no
4					Yes/no	Yes/no
5					Yes/no	Yes/no
6					Yes/no	Yes/no
7					Yes/no	Yes/no
8					Yes/no	Yes/no
9					Yes/no	Yes/no
10					Yes/no	Yes/no

Cities/agencies to be consulted:

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## 7. Other:

Traffic counts may be conducted immediately per the following:
<ul style="list-style-type: none"><li>• Must be taken on Tuesdays, Wednesdays or Thursdays.</li><li>• Certain projects may need to collect traffic counts on Friday or Sunday</li></ul>
<ul style="list-style-type: none"><li>• Must exclude holidays, and the first weekdays before and after the holiday.</li></ul>
<ul style="list-style-type: none"><li>• Must be taken on days when local schools or colleges are in session.</li></ul>
<ul style="list-style-type: none"><li>• Must be taken on days of good weather, and avoid atypical conditions (e.g., road construction, detours, or major traffic incidents).</li></ul>
<ul style="list-style-type: none"><li>• Traffic counts used for other traffic studies in the area shall <b>NOT</b> be reused again, unless 25% of the counts conducted for that particular traffic study are validated with new counts. The difference in volumes between the old and new counts at each corresponding movement should not be more than 10%.</li></ul>
<ul style="list-style-type: none"><li>• New traffic counts shall be checked to ensure the difference in volumes at corresponding approaches, if applicable, between two adjacent intersections is no more than 10% unless the difference can be justified.</li></ul>
<ul style="list-style-type: none"><li>• For all proposed mitigation measures, a conceptual plan for the improvements shall be submitted to our Traffic Studies section for review and approval prior to the approval of the Traffic Impact Analysis. All proposed improvements shall be within the right-of-way.</li></ul>
<ul style="list-style-type: none"><li>• For all cumulative mitigation measures, a cost estimate for the improvement shall be submitted.</li></ul>
<ul style="list-style-type: none"><li>• Raw traffic counts data must be included with traffic analysis study</li></ul>
<ul style="list-style-type: none"><li>• Traffic Counts must not be older than 1 year prior to submittal unless approved by County Traffic.</li></ul>

This analysis must follow the most current Traffic Impact Study Guidelines for the County as stated in the County's Road Planning and Design Standards.

## 8. Fees

The County charges on an actual cost basis for review of traffic studies. An initial deposit of \$1,802 is required for the review of the traffic scope and traffic study. If the review costs exceed the initial deposit, the applicant will be expected to provide additional funds, and the review will be suspended until the additional funds are deposited. The Traffic Study record shall be created in EZ Online Permitting (EZOP) at [Traffic Study – EZ Online Permitting](#). Deposits can be paid electronically in EZOP under the traffic study record once staff reviews the application and invoices the deposit or can be paid for by check either in person or by mail at the address listed below. Please make the check out to San Bernardino County and reference the Traffic Study Record ID, the Parent Project number, the address, and/or the assessor's parcel number.

San Bernardino County  
Department of Public Works, Traffic Division  
825 E. 3<sup>rd</sup> Street, Rm 115  
San Bernardino, CA 92415-0835

## 9. Contact Information:

For any questions or assistance please contact the Department of Public Works – Traffic Division.

Phone: 909-387-8186

Email: [Shawn.Johnson@dpw.sbcounty.gov](mailto:Shawn.Johnson@dpw.sbcounty.gov) or [Matthew.Torrey@dpw.sbcounty.gov](mailto:Matthew.Torrey@dpw.sbcounty.gov)

Department of Public Works Website: [San Bernardino County Department of Public Works - Traffic Division](#)

EZOP Website: [EZ Online Permitting](#)