

**CITY OF FRESNO
PUBLIC WORKS DEPARTMENT
TRAFFIC STUDY CHECKLIST**

APPLICANT: _____

ASSIGNED PLANNER: _____

ACCELA/FAASTER REFERENCE NUMBER: _____

Traffic Study Submittal:

- ☐ Was prepared based on a scope of work approved by the City Traffic Engineer
- ☐ Used the most recent version of Synchro for intersection analysis
- ☐ Used the most recent version of the ITE Trip Generation
- ☐ Was prepared and reviewed under the supervision and direction of a qualified engineer or authorized owner/principal of firm
- ☐ Was prepared using count data collected within one year of the submittal date
- ☐ Includes an electronic copy, assembled as a complete document
- ☐ Includes One (1) hard copy
- ☐ Conforms to the most recent version of the City's Traffic Study Guidelines
- ☐ Includes operational analysis files (Synchro)

Traffic Study includes:

- ☐ Entitlement/Accela (FAASTER) No./ Tract or Parcel Map No.
- ☐ Assigned Planner's name
- ☐ Stamp and/or signature of qualified engineer or authorized owner/principal of firm stating the study was prepared and reviewed under their supervision and direction
- ☐ Project description
- ☐ Methodology description
- ☐ Project Trip Generation
- ☐ Trip Generation Comparison (if a General Plan Amendment)
- ☐ Delay analysis
- ☐ Queuing analysis for all movements at all study intersections
- ☐ Discussion of existing and planned bicycle, pedestrian and transit facilities
- ☐ Collision analysis
- ☐ On-site circulation analysis
- ☐ Mitigations and Recommendations

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Included Figures:

- ☐ Vicinity Map
- ☐ Site Plan
- ☐ Trip distribution at intersections/along roadways
- ☐ Trip distribution at proposed access points
- ☐ Volumes for all scenarios analyzed
- ☐ Lane configurations for all scenarios analyzed
- ☐ Locations of approved projects

Included Appendices:

- ☐ Approved Scope of Work
- ☐ Model request
- ☐ Model data
- ☐ Count data
- ☐ Level of Service analysis worksheets
- ☐ Collision data
- ☐ Warrants

CERTIFICATION OF APPLICANT: Read each of the statements below. After you have read the statements and understand them, please sign and date in the space provided at the end of this section:

- 1) I certify that I have read the Traffic Study Checklist thoroughly, followed any and all instruction, and have supplied the necessary information to allow staff to review my study or application and that the supplied information is true and correct information herein to the best of my knowledge and belief.
- 2) I understand that falsification or misrepresentation on my part of any of the information that I have supplied above constitutes sufficient grounds for return of my submittal, or should any of my responses be determined false, misleading and/or incomplete will subject my application/plans to review delays and may result in the requirement for the applicant to pay additional review fees.

Applicant's signature: _____

Date: _____