

Town of Amherst Traffic Impact Analysis Program Information

Effective December 23, 2011

Background and References

In 2006 the Virginia General Assembly approved legislation that expands the Virginia Department of Transportation's role in land planning and development review processes. In summary, effective July 1, 2008 VDOT was given the authority and responsibility to review and comment on a traffic impact analysis (TIA) that is to accompany each major development proposal. The details of these rules, which were updated in 2011, are outlined in documents available at the following web sites:

- §15.2-2222.1 of the Code of Virginia: <http://leg1.state.va.us/cgi-bin/legp504.exe?000+cod+15.2-2222.1>
- VDOT Regulations at 24 VAC 30-155: <http://leg1.state.va.us/000/reg/TOC24030.HTM#C0155>
- VDOT's TIA Administrative Guidelines : <http://www.virginiadot.org/projects/chapter527/default.asp>
- Forms and Reference material: <http://www.virginiadot.org/projects/chapter527/default.asp>

Applicability

Although they apply only to relatively large developments, the following types of local planning processes are subject to the new study and comment rules:

- Comprehensive Plans or amendments thereto
- Rezoning (for the purposes of the VDOT TIA program, conditional use, special use, and special exemptions are considered rezonings)
- Subdivision Plats, Site Plans or Plans of Development

Different transportation impact "thresholds" and requirements apply to each process. Inquirers are referred to state regulations for information as to when a transportation impact analysis will be required for each class of application. Note that the Town of Amherst does not control these regulations and that they are subject to change by VDOT and the Commonwealth of Virginia.

Local TIA Policies

General inquiries regarding Town policies and procedures are directed to the Zoning Administrator's office. Pre-application conferences for all development matters are encouraged as per §18.1-1002.03.02 of the Town Code and are coordinated by the Zoning Administrator. The Town's traffic impact regulations are at §18.1-919 of the Town Code, available online at www.amherstva.gov. Reference also access management regulations at §18.1-922.

It is the Town's policy to require that the developer fulfill all requirements imposed upon the Town of Amherst insofar as practical, including the preparation of all forms, payment of all fees and delivering plans and studies to the appropriate VDOT office. The Town of Amherst will facilitate meetings with VDOT and/or provide required local government submittal letters as required by that agency as requested by a developer.

Process

Developers are required to determine and certify whether their project requires a TIA. A completed Certification of Compliance with Traffic Impact Analysis Requirements form is to be included with each Comprehensive Plan (or amendment thereto), Rezoning, Subdivision Plat, Site Plan or Plan of Development application package. This determination is subject to review by the Town of Amherst and/or VDOT.

If the thresholds that require a TIA are met, the TIA is to be submitted along with other pertinent application materials and the appropriate fees concurrently to VDOT and to the Zoning Administrator. The applicant is responsible for delivering all materials and application fees

directly to VDOT. All VDOT requirements apply. “Tolling” on any deadline for a decision by the Town of Amherst on any application will not start until after the official and final TIA review materials are received by the Zoning Administrator from VDOT.

If the applicant believes that the threshold for a required TIA is not met, he may provide information outlined on the Certification of Compliance with Traffic Impact Analysis Requirements form and “self certify” the exemption. This form is to be submitted to the Zoning Administrator along with other pertinent application materials and appropriate fees.

VDOT contacts are:

LAND DEVELOPMENT

Jeff Kessler – Area Land Development Engineer – 434-856-8293 -

JefferyB.Kessler@VDOT.Virginia.gov

Matt Clark – Land Development Engineer – 434-856-8238 - Matthew.Clark@VDOT.Virginia.gov

Transportation Planning

Rick Youngblood – 434-856-8331 - Rick.Youngblood@VDOT.Virginia.gov

AFFIDAVIT OF COMPLIANCE
WITH THE
CHAPTER 527 TRAFFIC IMPACT ANALYSIS REQUIREMENTS

Project Name: _____

Applicant's Name: _____

Project Site Address: _____

Tax Map Parcel Reference: _____

Estimated Trips per Day: _____

Application type:

- Comprehensive Plan or amendment
- Rezoning
- Subdivision Plan, Site Plan, or Plan of Development

Please check which applies:

My application does not meet the thresholds according to 24 VAC 30-155-40. Please sign at the bottom of this sheet.

My application meets at least one of the thresholds according to 24 VAC 30-155-40. This TIA accompanies this Affidavit.

Provide justification for the estimated trips per day on a separate page and attach to this affidavit.

I attest the information provided in this affidavit and the attachment is accurate and reasonably represents the referenced project.

Applicant's signature

Date

The foregoing instrument was acknowledged before me this ____ day of _____, ____ by:

_____ Notary Public Name

_____ Notary Public Signature

My commission expires: _____