



PUBLIC WORKS DEPARTMENT POLICY

Policy # 19-01pwd

TO: Public Works Department Regulatory Staff **FROM:** Bob Sweeney, Public Works Director

EFFECTIVE DATE: December 1, 2019 **INITIATED BY:** City Manager's Office

POLICY TITLE: Commercial Development Review – Traffic Generation, Stacking & Circulation

PURPOSE STATEMENT

To ensure traffic patterns associated with new or amended Commercial Development sites and projects are contained on site and do not adversely affect off-site pedestrian and vehicular traffic. -

DEFINITIONS

Commercial Development – Any development on private land that is not a stand-alone single-family residence. This category includes, but is not limited to: educational institutions, gas stations or convenience stores, car wash facilities, places of worship, hospitals, laboratories and other medical facilities, recreational facilities, plant nurseries, mini-malls and other business complexes, shopping malls, hotels, office buildings, public warehouses and industrial complexes.

POLICY

All Commercial developments within the jurisdiction of, or affecting city owned or maintained roadways and pedestrian paths; shall provide the following with Special Exception Use, Site Plan, Plat, and Construction Plan submittals for review and approval:

- Traffic Study and Generation – A Traffic Study and Generation rates shall be provided as required per City Code Sections 156.057, 158.222(A)(3) and 160.80(C).
- Traffic Stacking and/or Management Plan – A traffic stacking and/or management plan shall be provided in accordance with City Code Section 158.221(I).
 - Applicants for proposed schools or amendments to existing schools, both public and private, shall present the Traffic Stacking and Management plan to City Council for approval concurrently with the Site Plan and/or Plat request for approval.
- Traffic Circulation – Adequate traffic circulation shall be provided per City Code Sections 156.095 and 158.221((B)(2).
- Public Works Staff will coordinate with Planning and Zoning Staff to ensure all site-specific Traffic Impact information is adequately provided in Staff Reports to both Planning & Zoning Boards and City Council; via review of Planning & Zoning Board and Council Agenda Item preparation.