

**SUMMARY REPORT FOR
STAKEHOLDER
CONSULTATION
Transport Impact
Assessment Guidelines
Australian Capital Territory**


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1. Introduction

This SUMMARY DRAFT REPORT is intended to provide stakeholders with a “flavour” of a potential Transport Impact Assessment (TIA) Guideline for the ACT. Work on the document is ongoing and is yet to be formally reviewed by ACT staff. Nothing in this document should be taken as policy or approved in any way by the ACT. Your preliminary feedback is appreciated.

The guideline is intended to be used in conjunction with the Austroads Guide to Traffic Management Part 12: Traffic Impacts of Development. The Austroads guide provides guidance related to how a transport impact assessment should be undertaken, particularly with regard to traffic issues. The ACT TIA guide will provide practitioners and stakeholders involved in land-use and transport planning a reference document for managing transport impact assessments resulting from land-use development proposals.

Specifically, the TIA guide aims to:

- outline the necessary matters to be considered in a TIA and provide a more transparent process
- ensure that sustainable transport goals and strategies are incorporated into the TIA (Transport Impact Assessment) process; and
- provide development thresholds to indicate when larger development proposals need TIA

The scope of the TIA includes:

- identification of impacts resulting from specific land use proposal;
- assessment of the scale of the development proposals and provision of development thresholds;
- management of transport impacts through existing infrastructure, provision of additional infrastructure or modifying the development proposal;
- alignment of the assessment with the existing territory policies and plans; and
- preparation of the transport impact assessment report.

2. Threshold for Requiring a TIA

The guideline is to be considered at the entity referred stage during the development application approval process in the ACT for merit or impact track applications. Not all development applications require a TIA. The appropriate Territory Plan codes identify the thresholds for Transport Impact Assessments. The need for a TIA is included in the General Development Controls within the Territory Plan.

The Table 1 provides potential rules and criteria for each of the General Development Controls.

Table 1: Potential Rules and Criteria, Element 4 - Transport and Site Access

Rules		Criteria
4.1 Transport Impact		
<p>Where the proposed development is expected to generate in excess of 10 vehicle trips per hour in the peak period, the application is to be accompanied by a Statement of Endorsement from the Department of Territory and Municipal Services (TAMS), stating that transport impacts have been adequately assessed in accordance with the current version of the <i>ACT Transport Impact Assessment Guidelines</i>.</p> <p>For individual land uses, the following can be taken to indicate the extent of development which will generate 10 peak period vehicle trips per hour:</p>		Existing and future transport and access networks and infrastructure can accommodate the number of vehicular and non-vehicular trips that are likely to be generated by the development
Land Use	Scale of Development	
Residential Zones Single Dwelling Housing Multi-unit Housing	10 dwelling units 17 dwelling units	
Commercial Zones City Centre Precinct Town Centres Precinct Group Centres Precinct Local Centres Precinct Commercial Accommodation Offices Medical/Dental Centre Day Care Centre	Varies. Use 10 vehicle trips per hour 17 rooms 1000 m ² GFA 7 employees 2 employees	
Industrial Zones General Industrial	1000 m ² GFA	
Community Facility Zone and Parks and Recreation Zone Offices Outdoor Recreation Facility	1000 m ² GFA 1 playing surface with stadia seating less than 50 people	
Indoor Recreation Facility Community Activity Centre	650 m ² GFA 650 m ² GFA	

It should be noted that the Rule would not specify the scope or level of TIA that is required in any specific circumstance.

3. Establishing the Type of Assessment Report Required

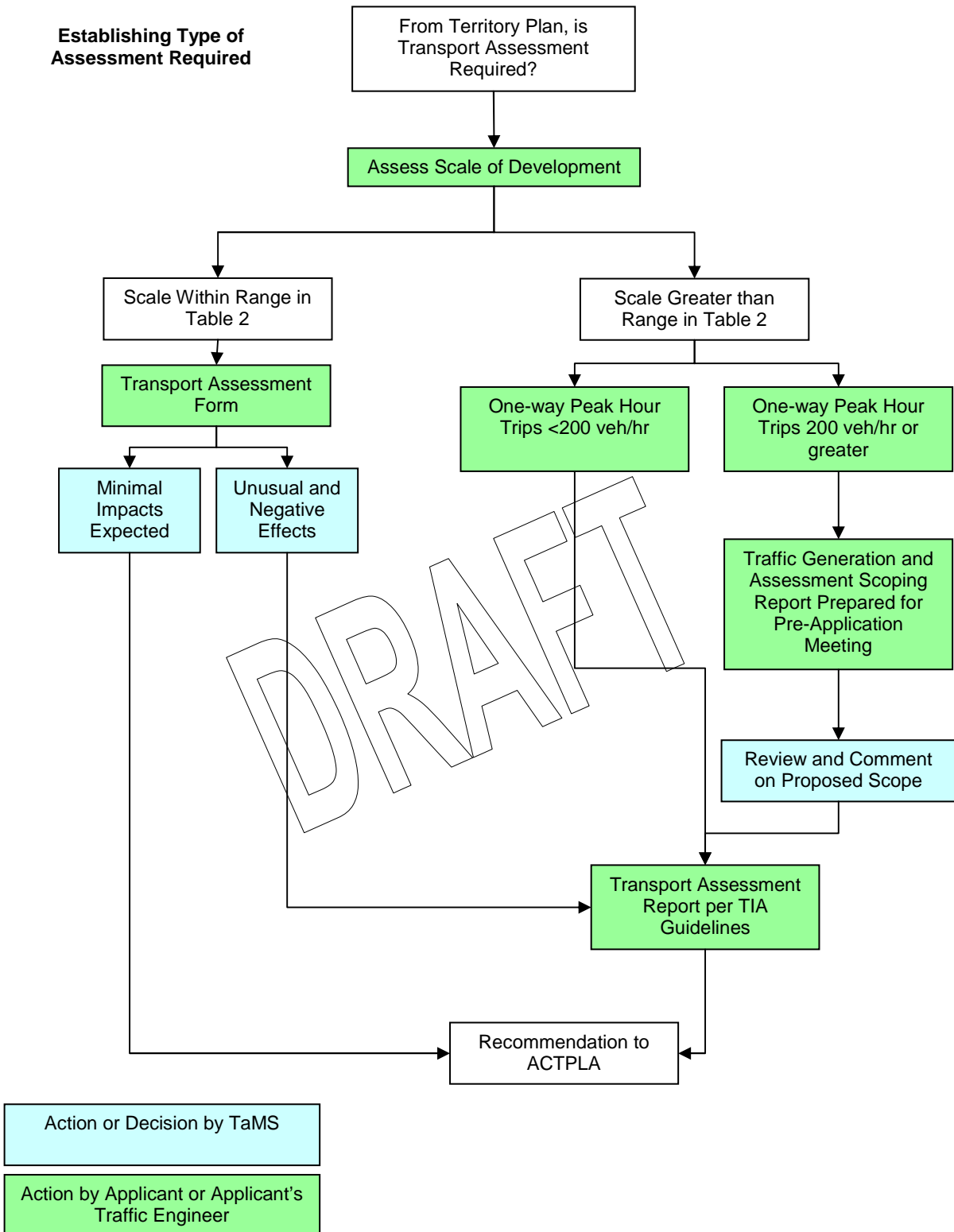
For the purpose of transport assessments in the ACT, the primary factor to be used to determine the type of assessment is the scale of proposed development, with vehicle trip generation used to define scale for larger and/or more complex assessments.

Two types of assessments have been identified:

- **Transport Assessment Form** – for small, basic developments that will have minimal transport effects, intended to collect generally factual (rather than interpreted) information about the development and can be completed by the applicant with little or no assistance from a traffic engineering professional.
- **Transport Assessment Report** – presents the findings of a thorough transport assessment based on these guidelines, reflecting a level of assessment that would normally be undertaken by a traffic engineering professional as it requires judgement and interpretation of results.

The following figure summarises the process for establishing the type of assessment required.

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The following table outlines the scale of developments for which a transport assessment form would typically be sufficient as a transport impact assessment.

Thresholds for Use of Traffic Assessment Form

Land Use	Range for Which a Transport Assessment Form is Acceptable
Airport	none
Apartment	15 to 80 dwelling units
Boomgate	none
Bulky goods retailing	250 to 1250 m ² GFA
Car park	10 to 50 car park spaces
Caravan park/camping ground	less than 135 caravan sites
Childcare centre	less than 5 child places
Convenience Store	Less than 165 m ² GFA
Cultural facility	200 to 1000 m ² GFA
Educational establishment	less than 100 student capacity
Elementary and Intermediate School	less than 100 student capacity
Freight transport facility	less than 3 ha
Hazardous industry	less than 5 ha
High School	less than 100 student capacity
Hospital	less than 40 beds
Hotel (excluding restaurant / bar)	15 to 75 rooms
Indoor entertainment facility	450 to 2500 m ² GFA
Landfill site	none
Light industry	1000 to 5600 m ² GFA
Liquid fuel depot	none
Mobile home park	18 to 90 sites
Motel (excluding restaurant / bar)	15 to 80 rooms
Movie Theatre	none
Multi-unit housing	25 to 150 dwellings
Office	500 to 2500 m ² GFA
Outdoor recreation facility	2 or fewer playing surfaces (fields)
Place of assembly	Capacity less than 50 occupants
Place of worship	12 to 60 seats
Restaurant	less than 300 m ² GFA
Retirement complex	35 to 190 units
Scientific research establishment	less than 5000 m ² GFA
Service station	none
Serviced apartment	15 to 85 dwellings
Shop	215 to 1175 m ² GFA
Single Family Dwelling	10 to 50 dwellings
Social Club	200 to 1000 m ² GFA
Special care hostel	35 to 185 beds
Stand-alone Automatic teller machine	none
Stock/sale yard	none
Store	less than 165 m ² GFA
Take-away food shop (no drive through)	less than 120 m ² GFA
Take-away food shop (with drive through)	none
Tourist resort	less than 90 units
Transport depot	none
Vehicle Sales	less than 2150 m ² GFA
Warehouse	less than 13000 m ² GFA
Waste transfer station	none
Zoo	none

This list was selected based on Part D of the Territory Plan: Definition of Terms and augmented

For developments where the total trip generation is expected to be 200 one-way vehicle trips or greater, the applicant's traffic engineer will be expected to prepare and a scope statement during the pre-application phase. This scope statement will include identification of the following:

- Preliminary estimate of trip generation;
- Intersections and network links to be assessed;
- Peak hours and horizon periods; and
- General approach to modelling and assessment

4. Transport Assessment Form

A transport assessment form is an easy to use form that can be completed by a development applicant that provides basic information about the transport-related aspects of the proposed development. The completion of a Transport Assessment Form does not remove the need for all relevant Territory Plan codes and rules to be met. The form would satisfy the specific requirement for a transport impact assessment required under Element 4 of the General Development Codes.

The contents of the form would include:

Development Details

- A site plan should be provided showing:
 - Access / egress points for private vehicles, pedestrians, cyclists, service / delivery vehicles;
 - Location of the building(s);
 - Parking lot layout including dimensions of parking stalls and widths of aisles;
 - Widths of vehicle access / egress points, and
 - Adjacent streets (labelled).
- The scale of development should be described using the following general measures:
 - Retail, office, institutional uses – gross floor area (m²)
 - Residential – number of dwelling units
 - Accommodation – number of rooms
 - Medical / dental centre – number of employees
 - Day care centre – number of employees
- hours of operation
- existing use of the site.

Surrounding Road Network Details

- streets that are adjacent to the site
- number of lanes on each road (separated into through lane and turning lanes)
- openings in the median
- access points
- nearest adjacent access and intersections

Traffic Distribution

- direction from which people will come to visit (this does not need to be detailed – a simple percentage estimate by north, south, east and west will usually suffice)

5. Transport Assessment Report

These ACT guidelines are not intended to instruct traffic engineering professionals on how to conduct a transport assessment, but to define what should be assessed and presentation of outcomes. For guidance on how assessments should be undertaken, the Austroads guide should be referenced.

The extents of the study area are to include:

- **Road Links** – all road links within 2km travel distance of any access point to the development and any arterial or collector road on which the development will increase traffic by more than 100 vehicles per hour in any lane.
- **Intersections** – all signalised intersections and all other intersections with an arterial road connecting to road links within the study area. In civic/town centres, the intersections considered need only extend to the first intersection with an arterial roadway.
- **Public Transport** – public transport with stops within 800m of the proposed development.
- **Walking and Cycling Routes** – facilities, services and infrastructure within 800m of the proposed development.

For roadways with high capacity, but low existing volumes, a case can be made for reducing the detail of the assessment beyond 2km. There will rarely be a need study beyond 5km from the site, regardless of the increase in traffic, except for very large developments.

The Transport Assessment Report should be prepared in accordance with the Austroads Guide to Traffic Management Part 12: Traffic Impacts of Developments. Reports submitted to the ACT must include a completed Technical Completeness Checklist (Table A 1 of Appendix A – Austroads Guide to Traffic Management Part 12). The report structure will follow the report outline as presented in Appendix C of the Austroads Guide to Traffic Management Part 12.