

Land Use Boards – Coordination with the Transportation and Mobility Department

1. What is the purpose of the meeting with the Transportation and Mobility Department and what does the Applicant need to present at the meeting?

The purpose of the meeting is for the City staff to better understand the impact of the proposed development on surrounding transportation network, and any issues that may currently exist or may arise over time with or without the proposed project.

Please see below for information to be present during the meeting. Please note that items “a” through “c” listed below shall be provided to the Transportation and Mobility Department at least 3 business days in advance of the meeting:

- a. What/where is the project being proposed (zoning district, existing and all proposed uses)
- b. Detailed site plan (current and proposed) that shows details including but not limited to surrounding transportation network, connectivity to public roadway(s), internal circulation, loading, parking
- c. Trip generation developed by licensed professional engineer registered in State of FL based on current and proposed land use(s)
- d. If your project requires a traffic study (see #2 below), please ensure your traffic engineer/consultant participates in any and all meetings with the Transportation and Mobility Department

2. When is a traffic impact study required and what should the study scope include?

A traffic study is required for commercial and mixed-use developments over 5,000 gross square feet and multi-family projects with more than four (4) units or 15,000 gross square feet. The traffic study shall be prepared by a professional traffic engineer, licensed, and registered in the State of Florida.

If the proposed project meets the above criteria, a traffic impact study is required, and the applicant should include their traffic engineer at the meeting(s). The applicant’s traffic engineer should propose a general scope of the traffic study at the meeting and the City will provide initial feedback. After the meeting, applicant’s traffic engineer should finalize the scope of the traffic study based on the City’s initial feedback and provide it to the Transportation and Mobility Department in pdf format for review and approval prior to commencing any work associated with the traffic study.

The traffic study should include but not be limited to the following, as applicable:

1. Detailed trip generation calculations for weekday AM and PM peak hours and weekend peak hours, if applicable, based on land use(s)
2. Data collection periods based on proposed land use(s) that will be used for the analysis to include volumes of pedestrians, bicycles, and heavy vehicles
3. Study area and intersections to be analyzed
4. Trip distribution and assignment based on an interpolated cardinal distribution from the Miami-Dade Transportation Planning Organization’s (TPO) 2045 L RTP Directional Trip Distribution Report travel demand model based on 2015 base year and projected 2045 data
5. Background growth rate to be calculated based on the higher rate of either 5 and 10-year historic FDOT count stations or Miami-Dade TPO 2015 base year and projected 2045 model network volumes
6. Intersection capacity analysis to include trip distribution and trip assignment and evaluation of existing conditions; future background traffic conditions (with growth rate and committed development traffic); and future total conditions (with project)

7. Adopted and programmed projects and roadway improvements by the City
8. Conflicting pedestrian movements, conflicting bicycle movements, parking lanes, transit stops, pedestrian calls at signalized intersections
9. Synchro model results for study area, including intersections
10. Queuing analysis for all study intersections
11. Internal circulation
12. New driveway(s)/access to roadways including necessary FDOT approvals
13. Entry gate analysis, if applicable
14. Maneuverability analysis for loading for the existing and proposed conditions, including freight delivery and garbage trucks, any new driveways and within a new garage, as applicable
15. Parking (mechanical, automated, etc)
16. Valet analysis, if applicable
17. School Traffic Operational Plan, if applicable
18. Transportation Demand Management (TDM) strategies – see more on TDM below.

It is of utmost importance that the applicant incorporates TDM strategies with the goal of reducing single-occupant vehicular traffic and encouraging residents, guests, and employees to walk, bike, use public transportation, and carpool/vanpool. Below is a list of TDM strategies that should be considered and pursued:

1. Assigning staff to promote TDM programs and track usage for reporting purposes
2. Working closely with South Florida Commuter Services (SFCS) on pursuing TDM strategies that reduce single occupant vehicles
3. Promoting use of public transit service by providing transit subsidy to employees (transit and parking passes)
4. Promoting use of public transit service by providing information within the site including route schedules and maps
5. Improving walkability by improving and enhancing sidewalks around the site
6. Providing carpooling/vanpooling designated parking spaces
7. Providing on-site carsharing program for residents
8. Providing carpool incentive program for employees
9. Designating scooter/motorcycle parking spaces
10. Providing on-site scooter sharing for residents
11. Securing short-term and long-term bicycle parking on-site (bike racks and/lockers)
12. Providing subsidy to employees to participate in a bike share program
13. Pursuing installation of bike share station near the site
14. Providing wide hallways that can accommodate bikes
15. Providing elevators that can accommodate bikes
16. Providing bike workroom, and bicycle repair station
17. Providing bike washing stations
18. Providing bike drop-off/valet service
19. Providing shower facility for employee use