



PERMITTING & DEVELOPMENT
**ENGINEERING
DIVISION**
121 5th Avenue N
P: 425.771.0220
www.edmondswa.gov

Form #E82

INFORMATION FOR Transportation Impact Analysis Requirements

Growth and development within the City creates additional demands and needs for public facilities. A proportionate share of the cost for these facilities shall be mitigated through the payment of transportation impact fees. Impact fees are regulated under Edmonds City Code (ECC) Chapter 3.36.

TRANSPORTATION IMPACT FEES SHALL BE

COLLECTED from any applicant seeking development approval from the city as provided in ECC Chapter 3.36. This shall include, but is not limited to, the development of residential, commercial, retail, office space, and includes the expansion or change of existing uses that create a demand for additional public facilities.

PAYMENT OF FEES

Impact fees shall be paid at the time of issuance of the building permit or city business license.

EXEMPTIONS

ECC 3.36.040 identifies particular development activities in which exemptions may apply. Please refer to this code section for additional information. The director shall make the final determination as to whether the exemption is applicable.

TRANSPORTATION IMPACT ANALYSIS (TIA) WORKSHEET or TRAFFIC STUDY

When applicable, one of the following shall be submitted with your land use or building permit application:

Appendix A - For projects that generate less than 25 peak-hour trips, complete the TIA worksheet found in Appendix A.

- or -

Appendix B - For projects that generate more than 25 peak-hour trips, provide a traffic study that complies with and addresses Appendix B. The traffic study shall be prepared by a qualified professional in the field of transportation engineering.

TIMING AND CALCULATION OF FEES

Impact fees shall be assessed based upon the impact fee rates in effect at the time of issuance of the building permit, including but not limited to, change of use permit or remodel permit. In the event the development activity does not require a building permit, impact fees will be assessed at the time of issuance of the business license. The 2017-2019 Impact Fee Rate Table incorporated herein shall be used to determine the applicable ITE Land Use Category and associated per unit impact fee rate.¹

- CHANGE IN USE**

Impact Fee for NEW use – Impact fee for PREVIOUS use = Impact fee²

When calculating impact fees for a change in use of an existing building or dwelling unit, including any alteration, expansion, replacement or new accessory building, the impact fee shall be the applicable impact fee for the ITE land use of the new use, less an amount equal to the applicable impact fee for the ITE land use of the prior use, established at the time the prior use was permitted. Refer to Fee Rate Tables, incorporated herein. If the previous use was permitted prior to 9/12/04 (adoption of Ordinance 3516), the 2004 Impact Fee Rate Table shall be used.

- INDEPENDENT FEE CALCULATION**

An Independent Fee Calculation may be submitted in accordance with ECC 3.36.130 if none of the fee categories or fee amounts set forth in the 2017-2019 Impact Fee Rate Table describe or capture the impacts of a new development.³

TYPES OF PROJECTS THAT DO NOT TRIGGER IMPACT FEES

The following list is intended to provide examples of projects that are exempted from the payment of street impact fees as identified in ECC 3.36.040. The examples provided do not involve a change in use and do not expand the usable space or add any residential units and therefore, do not create additional demand on the roadway system. Traffic impact fees will not be required as a condition of development approval for these types of projects.

- ☐ A project that involves demolition of one single family residential unit and replacement with one new single family residential unit on the same lot and within 12 months of demolition.
- ☐ A residential remodel that does not increase the number of residential units.
- ☐ A residential addition (e.g. garage, etc.) that does not increase the number of residential units.
- ☐ Decks, fences, retaining walls, etc.
- ☐ Accessory dwelling unit (ADU). (Approval of an ADU is regulated by the Edmonds Community Development Code, which limits the total number of individuals living at the property to one "family" as defined in the code)

TYPES OF PROJECTS THAT DO TRIGGER IMPACT FEES

The following project *examples* do increase the number of residential units or involve commercial or other activity using the roadway system and therefore, do create additional demand on the roadway system. Street impact fees shall be required as a condition of development approval for these types of projects.

- ☐ Construction of a single-family residence on a previously undeveloped, vacant or subdivided lot.
- ☐ Demolition of a single-family residence and construction of a commercial, mixed-use or multi-family facility or duplex on the same property.
- ☐ A tenant improvement that changes the use from general office to medical office.
- ☐ Remodel of an existing multi-family building that increases the number of residential units.

Note: This information should not be used as a substitute for City codes and regulations. Edmonds City Code may be viewed at <http://www.codepublishing.com/WA/Edmonds/>. The applicant is responsible for ensuring compliance with the fees and regulations that are applicable at the time of submittal. If you have a specific question about a certain aspect of your project, please contact the Engineering Division at 121 5th Ave N or (425) 771-0220. Please note that other local, state, and/or federal permits or approvals may be required.

¹ Impact fee rates can also be referenced in ECC 3.36.125.

² No impact fees will be due, nor will a credit be given, for an impact fee calculation resulting in a net negative.

³ Additional fee for Independent Fee Calculation: Refer to [Fee Schedule](#).



Transportation Impact Analysis Worksheet

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The Transportation Impact Analysis (TIA) worksheet applies to projects that generate less than 25 peak-hour trips. When applicable, a TIA Worksheet shall be submitted in conjunction with a building permit application or at the time of business license if a building permit is not required.

Name of Proposed Project: _____

Owner/Applicant

Applicant Contact Person:

Name

Name

Street/Mailing Address

Street/Mailing Address

City State Zip

City State Zip

Telephone: _____

Telephone: _____

Traffic Engineer who prepared the Traffic Impact Analysis (if applicable):

Firm Name

Contact Name

Telephone: _____

E-mail: _____

1. PROJECT DESCRIPTION

a. Location - Street address: _____

(Attach a vicinity map and site plan.)

b. Specify existing land use: _____

c. Specify proposed type and size of development: _____

(# of residential units and/or square footage of building)

d. Date construction will begin and be completed: _____

e. Define proposed access locations: _____

f. Define proposed sight distance at site egress locations: _____

2. MITIGATION RECOMMENDATIONS

State recommended measures and fees required to mitigate project specific traffic impacts. Traffic impact fee shall be calculated from the attached Impact Fee Rate Tables and as identified in [ECDC 3.36.125](#), except as otherwise provided for independent fee calculations in [ECDC 3.36.130](#). Check the applicable box below and calculate the fees as necessary:

☐ **NO CHANGE**

☐ **CHANGE IN USE**

Fee for prior use shall be based on fee established at the time the prior use was permitted. If the previous use was permitted prior to the adoption of Ordinance 3516 (effective date: 09/12/04), the 2004 impact fee rate shall be used.

	ITE Land Use Category	Per Unit Fee Rate		Units in square feet, # of dwelling, vfp, etc.		Use Fee
New Use		\$	X		=	\$
Prior Use		\$	X		=	\$

New Use Fee: \$	-	Prior Use Fee: \$	=	FEE DUE: \$ ¹
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☐ **NEW DEVELOPMENT**

	ITE Land Use Category	Per Unit Fee Rate		Units in square feet, # of dwelling, vfp, etc.		FEE DUE
New Use		\$	X		=	\$

☐ **INDEPENDENT FEE CALCULATION**

	FEE DUE
Impact/Mitigation Fee:	\$
Independent Review Fee: \$296.00 (+ peer review fee)	\$

City of Edmonds, Engineering Division Approval

Date

¹ No impact fees will be due, nor will a credit be given, for an impact fee calculation resulting in a net negative.



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Traffic Study

A traffic study is required for projects that generate more than 25 peak-hour trips and shall be submitted at the time of land use application and/or building permit application. The traffic study shall be prepared by a qualified professional in the field of transportation engineering and shall address and show compliance with the following.

- ☐ **Name of Proposed Project**
- ☐ **Contact Information for:**
 - ✓ **Owner**
 - ✓ **Applicant**
 - ✓ **Traffic Engineer who prepared the Study**

1. PROJECT DESCRIPTION – provide the following:

- a. Location – Include street address, vicinity map and site plan.
- b. Specify existing land use.
- c. Specify proposed type and size of development. State number of residential units and/or square footage of building.
- d. Date construction will begin and be completed.
- e. Define proposed access locations.
- f. Define proposed sight distance at site egress locations.

2. TRIP GENERATION – provide the following:

Source shall be the Ninth Edition of the Institute of Transportation Engineers (ITE) Trip Generation manual. For independent fee calculations, the current edition of the ITE manual may be used.

ADT = Average Daily Traffic

PM Peak-hour trips (AM, noon or school peak may also apply, depending on location and as directed by the City Engineer)

a. Existing Site Trip Generation Table:

Land Use	Daily (ADT)	PM Peak-Hour Trips	
		IN	OUT

b. Proposed Project Trip Generation Table:

Land Use	Daily (ADT)	PM Peak-Hour Trips	
		IN	OUT

c. Net New Project Trip Generation Table:

Land Use	Daily (ADT)	PM Peak-Hour Trips	
		IN	OUT

d. State assumptions and methodology for internal, link-diverted or passby trips.

3. TRIP DISTRIBUTION

Prepare and attach a graphic showing project trip distribution percentages and assignments. For developments that generate over 75 peak-hour trips, the City Engineer reserves the right to require trip distribution to be determined through use of the City traffic model.²

4. SITE ACCESS ROADWAY/DRIVEWAYS AND SAFETY

a. Have sight distance requirements at egress location been met per AASHTO requirements?

b. Intersection Level of Service (LOS) Analysis:

Intersections to be evaluated shall be determined by the City of Edmonds Traffic Engineer

Existing Conditions	LOS		Delays	
Year of Opening	LOS		Delays	
Five Years Beyond Change of Land Use	LOS		Delays	

c. Describe channelization warrants and attach a striping plan.

d. Vehicle Storage/Queuing Analysis (calculate 50% and 95 % queuing lengths):

	50 %	95 %
Existing Conditions		
Year of Opening		
Five Years Beyond Change of Land Use		

² Available upon request at City of Edmonds Development Services Department

- e. If appropriate, state traffic control warrants (e.g. stop sign warrants, signal warrants).
- f. Summarize local accident history³ (only required for access to principal and minor arterials).

5. TRAFFIC VOLUMES

Provide the following and other planned development traffic within the city.⁴

- a. Describe existing ADT and peak-hour counts (less than two years old), including turning movements, on street adjacent to and directly impacted by the project.
- b. Describe the estimated ADT and peak-hour counts, including turning movements, the year the project is fully open (with and without project traffic).
- c. Describe the estimated ADT and peak-hour counts, including turning movements, five years after the project has been fully open (with and without project traffic).
- d. State annual background traffic growth factor and source.

6. LEVEL OF SERVICE (LOS) ANALYSIS

- a. Summarize Level of Service Analysis below and attach supporting LOS analysis documentation. Provide the following documentation for each arterial street or arterial intersection impacted by ten or more peak-hour trips. Other City-planned developments¹ must also be factored into the LOS calculations.

		LOS		LOS
Existing Conditions	Existing		Delays	
Year of Opening	With Project		Without Project	
Five Years Beyond Change of Land Use	With Project		Without Project	

- b. Note any assumptions/variations to standard analysis default values and justifications.

³ Available upon request at City of Edmonds Police Department

⁴ A list of planned developments are available at the City upon request for public records

7. MITIGATION RECOMMENDATIONS

State recommended measures and fees required to mitigate project specific traffic impacts. Traffic impact fee shall be calculated from the attached Impact Fee Rate Tables and as identified in [ECDC 3.36.125](#), except as otherwise provided for independent fee calculations in [ECDC 3.36.130](#). Check the applicable box below and calculate the fee as necessary:

☐ **CHANGE IN USE**

Fee for prior use shall be based on fee established at the time the prior use was permitted. If the previous use was permitted prior to the adoption of Ordinance 3516 (effective date: 09/12/04), the 2004 impact fee rate shall be used.

	ITE Land Use Category	Per Unit Fee Rate		Units in square feet, # of dwelling, vfp, etc.		Use Fee
New Use		\$	X		=	\$
Prior Use		\$	X		=	\$

New Use Fee: \$	-	Prior Use Fee: \$	=	FEE DUE: \$	⁵
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☐ **NEW DEVELOPMENT**

	ITE Land Use Category	Per Unit Fee Rate		Units in square feet, # of dwelling, vfp, etc.		FEE DUE
New Use		\$	X		=	\$

☐ **INDEPENDENT FEE CALCULATION**

	FEE DUE
Impact/Mitigation Fee:	\$
Independent Review Fee: \$296.00 (+ peer review fee)	\$

City of Edmonds, Engineering Division Approval

Date

⁵ No impact fees will be due, nor will a credit be given, for an impact fee calculation resulting in a net negative.

2017-2019 - Impact Fee Rate Table

ITE Land Use Code - Description	Fee Calculation	2017 (w/ \$2,543.01 cost per trip)*	2018 (w/ \$4,036.61 cost per trip)*	2019 and beyond (w/ \$5,530.21 cost per trip)*
110 - Light Industrial	per sq. foot	\$3.64	\$5.77	\$7.91
140 - Manufacturing	per sq. foot	\$2.72	\$4.32	\$5.92
151 - Mini-warehouse	per sq. foot	\$0.97	\$1.54	\$2.10
210 - Single-family house	per dwelling unit	\$2,873.60	\$4,561.37	\$6,249.14
220 - Apartment	per dwelling unit	\$1,881.83	\$2,987.09	\$4,092.36
230 - Condominium	per dwelling unit	\$1,525.81	\$2,421.97	\$3,318.13
240 - Mobile home	per dwelling unit	\$1,627.53	\$2,583.43	\$3,539.33
251 - Senior Housing	per dwelling unit	\$584.89	\$928.42	\$1,271.95
320 - Motel	per room	\$1,525.81	\$2,421.97	\$3,318.13
420 - Marina	per boat berth	\$457.74	\$726.59	\$995.44
444 - Movie theater	per screens	\$31,905.90	\$50,645.37	\$69,384.85
492 - Health/fitness club	per sq. foot	\$6.74	\$10.98	\$14.66
530 - High school	per sq. foot	\$1.98	\$3.15	\$4.31
560 - Church	per sq. foot	\$1.68	\$2.67	\$3.65
565 - Day care center	per sq. foot	\$15.77	\$25.02	\$34.29
620 - Nursing home	per bed	\$483.17	\$766.96	\$1,050.74
710 - General office	per sq. foot	\$5.01	\$7.95	\$10.89
720 - Medical office	per sq. foot	\$9.54	\$15.14	\$20.74
820 - Shopping center	per sq. foot	\$3.26	\$5.17	\$7.08
826 - Specialty retail	per sq. foot	\$2.06	\$3.27	\$4.48
850 - Supermarket	per sq. foot	\$10.50	\$16.84	\$22.84
850 - Convenience market 15-16hrs	per sq. foot	\$14.07	\$22.38	\$30.58
912 - Drive-in bank	per sq. foot	\$15.97	\$25.41	\$34.73
932 - Restaurant: sit-down	per sq. foot	\$10.04	\$15.95	\$21.84
933 - Fast food, no drive-up	per sq. foot	\$22.28	\$35.36	\$48.44
934 - Fast food with drive-up	per sq. foot	\$26.24	\$41.66	\$57.07
936 - Coffee/donut shop, no drive-up	per sq. foot	\$13.88	\$22.04	\$30.19
938 - Coffee/donut shop, drive-up, no indoor seating	per sq. foot	\$25.56	\$40.37	\$55.58
945 - Gas station with convenience	per vehicle fueling position	\$6,916.99	\$10,979.58	\$15,042.18

EFFECTIVE
1/1/2017
EFFECTIVE
1/1/2018
EFFECTIVE
1/1/2019

*Note: ITE Trip Generation (9th Edition) => 4pm-6pm PM Peak Hour Trip Ends

2009 - Impact Fee Rate Table

Edmonds Streets and Roads Impact Fee Rate Study

TABLE 4 IMPACT FEE RATES						
(1) ITE Code	(2) ITE Land Use Category	(3) Trip Rate ²	(4) % New Trips ³	(5) Trip Length Factor ⁴	(6) Net New Trips per Unit of Measure	(7) Impact Fee Per Unit @ \$1,049.41 per Trip
110	Light Industrial	0.97	100%	1.47	1.43 1,000 sq ft	1.50 per square foot
140	Manufacturing	0.73	100%	1.47	1.07 1,000 sq ft	1.12 per square foot
151	Mini-warehouse	0.26	100%	1.47	0.38 1,000 sq ft	0.40 per square foot
210	Single family House	1.01	100%	1.13	1.14 dwelling	1,196.33 per dwelling unit
220	Apartment	0.62	100%	1.20	0.74 dwelling	776.56 per dwelling unit
230	Condominium	0.52	100%	1.15	0.60 dwelling	629.65 per dwelling unit
240	Mobile Home	0.59	100%	1.09	0.64 dwelling	671.62 per dwelling unit
251	Senior Housing	0.16	100%	0.93	0.15 dwelling	157.41 per dwelling unit
320	Motel	0.47	100%	1.27	0.60 room	629.65 per room
420	Marina	0.19	100%	0.97	0.18 berth	188.89 per boat berth
444	Movie Theater	3.80	85%	0.73	2.36 1,000 sq ft	2.48 per square foot
492	Health/Fitness Club	3.53	75%	1.00	2.65 1,000 sq ft	2.78 per square foot
530	High School	0.97	80%	1.00	0.78 1,000 sq ft	0.82 per square foot
560	Church	0.55	100%	1.20	0.66 1,000 sq ft	0.69 per square foot
565	Day Care Center	12.46	75%	0.67	6.26 1,000 sq ft	6.57 per square foot
620	Nursing Home	0.22	100%	0.87	0.19 bed	199.39 per bed
710	General Office	1.49	90%	1.47	1.97 1,000 sq ft	2.07 per square foot
720	Medical Office	3.46	75%	1.40	3.63 1,000 sq ft	3.81 per square foot
814	Specialty Retail	2.71	55%	0.60	0.89 1,000 sq ft	0.93 per square foot
820	Shopping Center	3.73	65%	0.53	1.28 1,000 sq ft	1.34 per square foot
850	Supermarket	10.50	65%	0.67	4.57 1,000 sq ft	4.80 per square foot
852	Convenience mkt 15-16 hours	34.57	40%	0.40	5.53 1,000 sq ft	5.80 per square foot
912	Drive-in bank	25.82	55%	0.47	6.67 1,000 sq ft	7.00 per square foot
932	Restaurant: sit- down	11.15	55%	0.73	4.48 1,000 sq ft	4.70 per square foot
933	Fast food, no drive-up	26.15	50%	0.67	8.76 1,000 sq ft	9.19 per square foot
934	Fast food, w/ drive-up	33.84	51%	0.62	10.70 1,000 sq ft	11.23 per square foot
936	Coffee/Donut Shop, no drive-up	40.75	20%	0.67	5.46 1,000 sq ft	5.73 per square foot
938	Coffee/Donut Shop, drive-up, no indoor seating	75.00	20%	0.67	10.05 1,000 sq ft	10.55 per square foot
945	Gas station w/convenience	13.38	45%	0.53	3.19 vfp	3,347.62 per vfp ⁵

² ITE Trip Generation (8th Edition): 4-6 PM Peak Hour Trip Ends

³ Excludes pass-by trips: see "Trip Generation Handbook: An ITE Proposed Recommended Practice" (1988)

⁴ Ratio to average trip length.

⁵ vfp: vehicle fueling position

Henderson,
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City of Edmonds, Washington
October 29, 2009
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EFFECTIVE 5/1/2010

2004 - Impact Fee Rate Table

Edmonds Road Impact Fee Rate Study

TABLE 4 IMPACT FEE RATES						
(1) ITE Code	(2) ITE Land Use Category	(3) Trip Rate ²	(4) % New Trips ³	(5) Trip Length Factor ⁴	(6) Net New Trips per Unit of Measure	(7) Impact Fee Per Unit @ \$ 763.66 per Trip
110	Light Industrial	0.98	100%	1.59	1.56 1,000 sq ft	1.19 per square foot
140	Manufacturing	0.74	100%	1.59	1.18 1,000 sq ft	0.90 per square foot
151	Mini-warehouse	0.26	100%	1.59	0.41 1,000 sq ft	0.32 per square foot
210	Single family House	1.01	100%	1.09	1.10 dwelling	840.72 per dwelling unit
220	Apartment	0.62	100%	1.15	0.71 dwelling	544.49 per dwelling unit
230	Condominium	0.54	100%	1.15	0.62 dwelling	474.24 per dwelling unit
240	Mobile Home	0.56	100%	1.09	0.61 dwelling	466.14 per dwelling unit
310	Hotel	0.61	100%	1.25	0.76 room	582.29 per room
320	Motel	0.47	100%	1.25	0.59 room	448.65 per room
420	Marina	0.19	100%	0.97	0.18 berth	140.74 per boat berth
430	Golf course	0.30	100%	1.00	0.30 acre	229.10 per acre
444	Movie Theater	3.80	100%	0.72	2.74 1,000 sq ft	1.36 per square foot
492	Racquet club	1.83	100%	0.97	1.78 1,000 sq ft	3.58 per square foot
530	High School	1.02	100%	0.62	0.63 1,000 sq ft	0.48 per square foot
560	Church	0.66	100%	1.15	0.76 1,000 sq ft	0.58 per square foot
610	Hospital	0.92	100%	1.56	1.44 1,000 sq ft	1.10 per square foot
620	Nursing home	0.20	100%	0.87	0.17 bed	132.88 per bed
710	General Office	1.49	100%	1.59	2.37 1,000 sq ft	1.81 per square foot
720	Medical office	3.66	100%	1.50	5.49 1,000 sq ft	4.19 per square foot
820	Shopping Center	3.74	81%	0.40	1.21 1,000 sq ft	0.93 per square foot
832	Restaurant: sit-down	10.86	56%	1.06	6.45 1,000 sq ft	4.92 per square foot
833	Fast food, no drive-up	26.15	52%	0.62	8.43 1,000 sq ft	6.44 per square foot
834	Fast food, w/ drive-up	33.48	51%	0.62	10.59 1,000 sq ft	8.08 per square foot
844	Gas station	14.56	60%	0.53	4.63 pump	3,535.82 per vfp
845	Gas station w/convenience	13.38	47%	0.53	3.33 pump	2,545.26 per vfp ⁵
850	Supermarket	11.51	55%	0.65	4.11 1,000 sq ft	3.14 per square foot
851	Convenience market-24 hr	53.73	39%	0.40	8.38 1,000 sq ft	6.40 per square foot
912	Drive-in Bank	54.77	51%	0.47	13.13 1,000 sq ft	10.03 per square foot

² ITE Trip Generation (6th Edition): 4-6 PM Peak Hour Trip Ends

³ Excludes pass-by trips: see "Trip Generation Handbook: An ITE Proposed Recommended Practice" (1988)

⁴ Ratio to average trip length.

⁵ vfp: vehicle fueling position

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April 15, 2003
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EFFECTIVE 9/12/2004