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STATE OF LOUISIANA  
PARISH OF ASCENSION

**ORDINANCE**

**PURPOSE:**

To add a section to the Unified Land Development Code Appendix IV – Development Code, specifically add Section 17-4060. Traffic Impact Analysis

**WHEREAS**, the Parish of Ascension desires to transform the existing Traffic Impact Analysis Policy from Attachment A into an established codified subdivision regulation and amend the language and procedures for clarity and simplicity; and

**NOW THEREFORE, BE IT ORDAINED** by the Ascension Parish Governing Authority of the Parish of Ascension, State of Louisiana, that Unified Land Development Code be amended and supplemented as further described in Exhibit A attached hereto and made a part hereof:

**REPEAL:** All ordinances or parts of Ordinances in conflict herewith are hereby and henceforth repealed.

**SEVERABILITY:** If any provision of this Ordinance is held to be invalid, such invalidity shall not affect other provisions herein which can be given effect without the invalid provisions, and to this end the provisions of this Ordinance are hereby declared to be severable.

**EFFECTIVE DATE:** This Ordinance shall be in full effect as permitted by law.

This ordinance having been submitted to a vote, the vote thereon was as follows:

Yeas: Alvin Thomas, Joel Robert, Dempsey Lambert, John Cagnolatti, Teri Casso, Chase Melancon, Aaron Lawler, Dal Waguespack, Michael Mason

Nays: None

Not Voting: None

Absent: Travis Turner, Corey Orgeron

And this ordinance was passed on this 19th day of May, 2022.

/s/ Cinnamon McKey

Secretary

/s/ Clint Cointment

President

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## Appendix II – Development Code

### 17-4060. Traffic Impact Analysis (TIA)

- A. **Purpose.** These standards are intended to protect the health, safety, and welfare of the citizens and visitors of Ascension Parish by ensuring the provision of safe and adequate transportation facilities. The requirements established by this Section provide Parish decisionmakers with information necessary to assess potential transportation-related impacts, operational or safety related, of proposed developments on neighboring residents, businesses, and property owners and to evaluate proposed mitigation when required.
- B. **Applicability.**
1. A TIA shall be required for all proposed subdivisions, and any new development or redevelopment requiring a building permit.
  2. Expansion of an existing project under construction that would generate new trips may also be subject to a TIA.
  3. This section shall not apply to individual single-family residential access requests.
  4. Developments seeking access to state roadways where a review of a traffic impact study is performed by Louisiana Department of Transportation and Development "DOTD" are not exempt from the TIA requirements.
- C. **Preparation of TIA.** For all developments where a TIA is required, such TIA shall be prepared by an independent contractor hired by the Parish. The applicant shall be solely responsible for the cost of preparation of any required Traffic Impact Analysis. Review fees will be assessed in accordance with the Ascension Parish Department of Planning and Development Fee schedule. The TIA shall be completed by the Parish within 60 days following payment of review fees by the applicant. This time period may be extended one time by up to 10 additional days with approval by the Director for extenuating circumstances. If the TIA is not completed within this timeframe, including any extension, then the applicant may, at their discretion, prepare a TIA at their own expense and seek reimbursement from the Parish for TIA review fees.
- D. **Contents of a TIA.** The Parish's contractor shall provide an engineering study to document the anticipated impact of the proposed development on the existing transportation network. All information and analysis submitted by the contractor must follow the requirements and methods outlined in this Section.
1. The contents and study area limits of a TIA shall vary depending on the site and prevailing conditions. Specific content requirements shall be established by the Department of Planning and Development as a result of the Traffic Scoping Meeting.
  2. Each TIA shall take into account other proposed developments in the study area for which a TIA has been submitted or approved. This information shall be obtained and provided by the Department of Planning and Development and/or the DOTD. A growth rate may be applied to existing traffic data in lieu of estimated trips for specific developments if determined appropriate by the Department of Planning and Development as a result of the Traffic Scoping Meeting.
  3. The TIA study shall be prepared in the following format according to the Threshold Type determined during the Traffic Scoping Meeting:
    - a. *Description of study area.* A vicinity map and description of the study area shall be provided. The map shall include roadways that allow access to the site and are included in the study area. Documentation of the study area development established during the Traffic Scoping Meeting shall be included in the appendix.
    - b. *Description of the project.* This description shall include the size of the parcel, access to the site, onsite circulation, and the existing and proposed uses of the site. In addition, the square footage of

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each use or number and size of units proposed shall be specified. A proposed site plan proposed shall be included.

- c. *Existing conditions.* The existing conditions, in the vicinity of the project, shall be described including field observations. Existing traffic controls and geometrics (number of lanes, intersection configurations, etc.) on roadways or at intersections within the study area shall be described in detail.
- d. *Existing traffic volumes.* Traffic data shall be collected be conducted at study area intersections during peak hours and dates approved by the Department of Planning and Development. The TIA shall include a description of traffic count type, location and date of collection. A figure that presents AM and PM peak hour counts with turning movements and average daily traffic shall be included when applicable. Raw count data shall be included in the TIA appendix. Unless approved by the Department of Planning and Development, the counts shall be conducted during the school year (September through May) and during weeks that have no major school holidays. (These holidays shall include, but not be exclusive to, Thanksgiving, Christmas Break, Spring Break, Mardi Gras, Labor Day, and Exam weeks, and any day in which a school has an early release day.) Counts shall not be conducted during special events in the area unless for a specific purpose. Counts shall not be conducted during a declared state of emergency.
- e. *Trip generation estimates.* Traffic volumes expected to be generated by the proposed development shall be estimated. Trip generation calculations shall be included in the TIA appendix. In general, applicants shall use the trip rates (use fitted equation if available) contained in the most recent edition of the Institute of Transportation Engineers (ITE) Trip Generation manual or count data from an equivalent site.
- f. *Trip distribution.* Trips generated by the site must be distributed and assigned to the roadway network to determine the project's impacts. The methodology and assumptions which are used in the determination of trip distribution shall be described. For projects with several phases to be developed over several years, the trip distribution shall be estimated for the completion of each phase of the development. A figure that presents the new trips distributed and assigned to the roadway network shall be included.
- g. *Projected traffic volumes within the TIA study area.* Project generated, and distributed trips shall be estimated for intersections in the study area, including proposed driveways. A figure that presents AM and PM peak hour projected volumes with turning movements shall be included. A detailed description of the incorporation the trips generated from other proposed developments or the use of growth rates as approved by the Department of Planning and Development, or their designee, in the Traffic Scoping Meeting shall be included.
- h. *Capacity analysis.* Capacity analyses provide an indication of how well the study area intersections serve existing and future traffic demands. A description of the methodology and Level of Service (LOS) definitions shall be included within the TIA. For existing and future conditions, LOS at all study intersections, inclusive of the site access locations, shall be calculated for signalized and unsignalized intersections using procedures contained in the Highway Capacity Manual. The LOS and delay shall be reported for each turning movement at each approach, each overall approach, and the overall intersection as applicable in tabular format. Capacity analysis documentation shall be included in the TIA appendix. The objective shall be to maintain or improve the existing LOS. A minimum LOS "D" shall be required for the intersection LOS for each intersection within the study area, including site access locations. Where the intersection LOS "D" is not existing or the existing LOS cannot be achieved with improvements or mitigation, a description of impacts, constraints, mitigation measures analyzed, and results shall be provided.
- i. *Warrant analysis.* Traffic signal and or left/right lane turn warrants may be conducted and storage lengths recommended where applicable. Meeting warrants is not the only consideration for signalization and/or turn lanes, engineering judgment must also be applied. Warrant analyses documentation shall be included in the TIA appendix.

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- j. *Crash data.* When required, three years of the most current crash data shall be obtained for intersections within the study area. The details of the safety analysis shall be determined on a project specific basis by the Department of Planning and Development.
  - k. *Traffic improvements.* Improvements to the network should be developed to address deficiencies. Improvements shall be analyzed to determine the expected impact.
  - l. *Conclusions and recommendations.* The equivalent of an executive summary should be provided to describe the proposed project, the data collected, the analysis conducted, improvements considered and resulting recommendations.
4. Threshold 2 TIA studies shall be stamped and signed by an approved registered PTOE certified Louisiana Professional Engineer.

**E. Review Procedures.**

- 1. Scoping Meeting.
  - a. The applicant shall submit a Traffic Scoping Information Form and supporting documentation as required to the Department of Planning and Development. The Director shall review the Traffic Scoping Information Form and within five days shall determine whether a Traffic Scoping Meeting shall be required. For projects requiring Planning Commission approval, the Traffic Scoping Meeting shall occur simultaneous with the associated Pre-Application meeting.
  - b. During the Traffic Scoping Meeting, the Director shall discuss with the applicant and the Parish's contractor any or all of the following data points and requirements as they may relate to the proposed development:
    - i. TIA Threshold, per <<subsection F>>.
    - ii. Study area
    - iii. Data Collection Requirements including, but not limited to:
      - a) Field Observations
      - b) Seven-day, 24-hour volume counts
      - c) Daily volume counts
      - d) Turning movement counts
      - e) Classification counts
      - f) Speed data
      - g) Travel Times
      - h) Crash History
      - i) Traffic Signal Inventory/phasing/timing
    - iv. Trip generation and distribution including, but not limited to:
      - a) Land Use Category
      - b) Daily trips
      - c) Peak hour trips
      - d) Internal Capture percentages
      - e) Pass by percentages

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- v. Incorporation of trips for other proposed developments within the study area and/or growth rate usage and methodology
  - vi. Analysis requirements including, but not limited to:
    - a) Capacity Analysis
    - b) Turn Lane Warrant Analysis
    - c) Signal Warrant Analysis
    - d) Safety Analysis
    - e) Roundabout Study
    - f) AutoTurn Analysis
    - g) Simulation Modeling
  - c. Within five days following the Traffic Scoping Meeting, the Director shall provide written determination to the Parish's contractor and the applicant stating the level of TIA and specific TIA requirements as they relate to the proposed project. The applicant may request an additional Traffic Scoping Meeting to discuss the requirements and to provide additional evidence that may revise the Director's initial determination.
  - d. In instances where the applicant is requesting access to a state roadway or where a traffic impact study is required by the DOTD Traffic Impact Policy, the Parish process should be initiated first. DOTD should not be contacted until after the Parish Traffic Scoping Meeting unless the Parish requests a DOTD to attend. When the DOTD process is initiated separately, the applicant shall inform and invite the designated Parish representative to DOTD traffic impact meetings and copy them on subsequent correspondence. If the designated Parish representative is not available or elects not to attend any meetings with DOTD regarding traffic impacts, access, and connections, the applicant shall provide them with minutes of the meeting(s) to inform the Parish Traffic Scoping Meeting.
2. TIA Preparation, Submittal, and Review.
- a. The Parish's contractor shall provide a required stamped and signed TIA and supporting data to the Department of Planning and Development for review and approval.
  - b. The Department of Planning and Development shall review the TIA and shall provide a TIA Approval Letter to the applicant that clearly outlines any required mitigation. For projects requiring approval by the Planning Commission, the TIA Approval Letter shall be included in the packet provided to the Planning Commission. At the Planning Commission meeting, the Planning Commission shall approve, deny, or request further mitigation, modifications, or analysis based on the recommendations in the TIA Approval Letter.
  - c. Following approval of the associated development application, the TIA Approval Letter shall be submitted with the permit application for projects requiring a building permit. A building permit shall not be issued until and unless the applicant receives a TIA Approval Letter. Such TIA Approval Letter shall not be required for individual building permits associated with an approved subdivision plat.

**F. TIA Thresholds.<sup>1</sup>**

- 1. Ascension Parish has established two thresholds for Traffic Impact Analyses as indicated in Table 17-4060.1. The applicability of a TIA Threshold shall be determined during the Traffic Scoping Meeting pursuant to <<subsection 17-4060.E.1>>.

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<sup>1</sup> The current TIA submittal requirements are divided into three thresholds, with the third threshold requirement applying only to more than 400 peak hour trips and adding the last requirement in the Table, summary of crash data and safety improvement recommendations.

2. Thresholds are generally based on the trip generation based on the proposed development peak hours, measured by the greater of AM and PM peak hour trips. However, peak hour trips are not the only threshold factor in deciding the analysis that will be required. At the discretion of the Director, other factors that significantly influence the traffic movements or safety may require a higher TIA Threshold of study, including:
  - a. High-accident areas;
  - b. Areas currently experiencing excessive traffic congestion;
  - c. Areas currently undergoing substantial growth;
  - d. High volumes on surrounding roads affecting access to a proposed development;
  - e. Lack of existing left turn lanes on adjacent roadways;
  - f. Inadequate sight distance at access points;
  - g. Proximity of proposed access points to existing drives or intersections; and/or
  - h. Developments that include drive-through operations.

<b>Table 17-4060.1: TIA submittal requirements based on Threshold Type</b>		
<b>TIA submittal requirements</b>	<b>Threshold 1</b> <i>Less than 40 peak hour trips, AM or PM</i>	<b>Threshold 2</b> <i>40 or more peak hour trips, AM or PM</i>
The proposed trip generation and distribution with source of information		
Traffic Scoping Information Form with Required Additional Information (may include revisions per the Traffic Scoping Meeting)		
Sight distance evaluation at proposed driveway locations		
Capacity analysis for existing and proposed conditions at intersections within the study area established during the Traffic Scoping Meeting		
Capacity analysis for proposed conditions at the development driveways		
Left turn lane, right turn lane, and signal warrants at the development driveways		
Recommendations for mitigating improvements to maintain or improve the existing Level-of-Service, as well as recommendations for driveway locations and configurations		
TIA studies shall be stamped and signed by an approved registered PTOE certified Louisiana Professional Engineer		
Summary of the crash history within the study area and recommendations to improve safety conditions accordingly		

#### **G. Mitigation.**

1. The Parish shall have the authority to require mitigating improvements based on the results of the TIA. Such mitigation costs shall be the financial responsibility of the applicant.
2. A proposed development that is subject to the TIA requirements of this Section shall be denied when the results of the required TIA demonstrate that the proposed development will overburden the existing roadway system by causing a reduction in service of affected roadways. In the case where the existing Level of Service (LOS) is below "D," the required mitigating improvements shall improve all approaches, legs, or any elements within the development area to an LOS of "D" or better. An applicant, in coordination with the Director, may modify the development proposal to reduce traffic-related impacts. Modifications to applications for projects may include, but shall not be limited to:
  - a. Reducing the size, scale, scope, or density of the development to reduce trip generation;

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- b. Alter the use and type of development to reduce trip generation;
    - c. Divide the proposed development into phases and authorize only those phases that can be accommodated while maintaining an LOS "D" or better;
    - d. Restriping or reconfiguration of intersections;
    - e. Construction of additional lanes; or
    - f. Installation of one or more roundabouts;
    - g. Dedication of additional right-of-way and street improvements;
    - h. Re-routing traffic and proposed access points serving the proposed project;
    - i. Traffic Signal Timing and/or phasing adjustments (with coordination and approval from the owner of the signal
    - j. Installation of one or more signals;
    - k. Providing funding for infrastructure improvements of projects that are already in the planning or construction stages; and
    - l. Any other recommendations by the Department of Planning and Development or the Planning Commission upon review.
  3. If traffic mitigation is required as part of an approved TIA, all such mitigation shall be implemented prior to issuance of a building permit unless otherwise provided for in the TIA Approval Letter and/or DOTD Letter of Compliance that it is to be completed within construction of a subsequent phase.
  4. Mitigation shall comply with the Ascension Parish Master Plan. The applicant shall verify with the Department of Planning and Development whether a Master Plan proposed route or improvement will affect the subject property. If so, access through the property and/or require Right-of-Way, may be required to be dedicated to the Parish as part of the applicant's mitigation efforts.