

CMS Number-

CITY OF ALTAMONTE SPRINGS

CONCURRENCY AND MOBILITY MANAGEMENT APPLICATION

This application must be **completely** filled out for the review to begin. A copy of the Concurrency Test Results will be mailed to the Applicant. Contact the Planning and Development Division at 407.571.8146 with any questions. See page 2 for applicable fees.

Property Owner Information				Applicant / Authorized Agent Information			
Name:				Firm Name:			
Address:				Address:			
City:		State:		City:		State:	
Zip:				Zip:			
Phone: ()		Fax: ()		Phone: ()		Fax: ()	
Email:				Email:			
Contact Person:				Contact Person:			

Project Information			
Project Name:			
Project Address / Location:			
County Property Appraiser Parcel Identification Number(s):	a.	_____ - _____ - _____ - _____ - _____	Attach additional sheet if needed.
	b.	_____ - _____ - _____ - _____ - _____	
	c.	_____ - _____ - _____ - _____ - _____	
Total Gross Acreage: _____			

Existing Uses and Proposed Type and Scope of Proposed Project			
Existing Use(s) <i>(indicate any SF or DU to be demolished):</i>	DU or SF:	Acres:	DU/Acre or Floor Area Ratio:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Proposed Use(s):	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Is this a phased project? <input type="checkbox"/> Yes <input type="checkbox"/> No			

City Use Only Received By: _____ Project includes residential use? Yes: <input type="checkbox"/> No: <input type="checkbox"/> Application Complete? Yes: <input type="checkbox"/> No: <input type="checkbox"/> If No: Reason: _____ and Date Application Returned for completion: _____	Received (Stamp)
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**TRIP GENERATION INFORMATION
FOR THE MOBILITY MANAGEMENT SECTION**

INSTRUCTIONS TO APPLICANTS:

Applicants are to complete this entire application, incomplete applications will be returned. The attached Trip Generation Table is to be completed using the latest edition of the Institute of Transportation Engineers (ITE) *Trip Generation Manual*. Use ITE equations when available, rather than rates when estimating trip generation. Pass-by rates are not to be subtracted from the 50 Average Daily Trips threshold when determining if a Transportation Impact Analysis is needed or when determining the number of mobility performance standards are required for the project. List all different land uses within the development separately. If you have any questions, please contact the Planning and Development Division at 407.571.8146.

Projects that generate **more than 50 net new average daily trips** are required to provide a Traffic Impact Analysis (TIA) report for the proposed project with the Concurrency and Mobility Management Application. The TIA is to be prepared, signed and sealed by a professional transportation engineer, registered in Florida. The applicant, or their transportation engineer, shall utilize Section 5 of the Developer’s Guide to when preparing a Traffic Impact Analysis, as well as schedule and attend a methodology meeting with the City staff before preparing the TIA. The applicant’s transportation engineer shall attend this methodology meeting (applicant’s attendance is optional). The purpose of the meeting is to discuss the TIA methodology, define the study area, and identify primary assumptions. If the City determines that the TIA should be reviewed by the City’s transportation consultants, the Owner/Developer shall be responsible for the cost of such review and reimbursement shall be made to the City. The expense of preparing all reports is the sole responsibility of the applicant.

Review Fees:

Concurrency Management Application Only	\$100.00
Concurrency Management Application with Traffic Impact Analysis	\$250.00

Make checks payable to the City of Altamonte Springs and submit along with this Application.

ONCE THE CITY ISSUES A CONCURRENCY MANAGEMENT TEST RESULTS REPORT IN RESPONSE TO THIS APPLICATION THE APPLICANT HAS 60 DAYS TO SUBMIT A COMPLETE DEVELOPMENT APPLICATION. FAILURE TO DO SO WILL VOID ANY FINDINGS OF THE REPORT AND THE APPLICANT WILL NEED TO REAPPLY FOR THIS CONCURRENCY TEST.

NOTE: There are no expressed or implied vested rights granted by the City upon submittal of this application. The City will review this application ONLY if all the sections of this application have been completed and appropriate fee paid.

Signature: _____ **Date:** ____/____/____

Print Name: _____ **Owner**
 Authorized Agent
(Check one)

Site Access Sketch

Draw or attach reduced site plan showing project driveways, adjacent roadways and cross streets located on both sides of the proposed project

A large, empty rectangular box with a thin black border, intended for a site access sketch. The box is centered on the page and occupies most of the middle section.

**Mobility Management Application
Trip Generation Table**

Existing Uses

ITE Code	List each use separately	# of DU or SF	Unit (SF or DU)	Average Daily		PM Peak Hour	
				Rate	Trips	Rate	Trips

Identify any square footage or units to be demolished

Proposed Uses

Trip Calculations

	Average Daily	PM Peak Hour Primary
Total Existing Trips:		
Total Proposed Trips:		
Net New Trips:		

Number of Mobility Performance Standards Required:

Use the latest edition of the ITE *Trip Generation Manual*.

Staff Use Only:

Planning Board Review Required: ___ Yes ___ No

TIA and Mobility Performance Standards Required: ___ Yes ___ No

Notes:

Potable Water and Sanitary Sewer Capacity Table – EXISTING USE				
This form is used to develop an estimate of the capacity required by the proposed project				
Existing Uses (Complete for all existing uses, if applicable)				
A = Type of Use List each use separately	B = Units (SF, DU, Population, Seat, etc.)	C = Calculation Method	D = Potable Water GPD	E = Sanitary Sewer GPD
			D = (B x C)	E = (B x C)
Commercial		175 GPD per 1,000 sq. ft.		
Office		150 GPD per 1,000 sq. ft.		
Industrial		25 GPD per 1,000 sf		
Hotel/Motel		175 GPD per room		
Single Family Residential		300 GPD per unit		
Multifamily Residential		135 GPD per unit		
Public Education Facilities		15 GPD per student and instructor		
Restaurant - using reusable service articles and operating 16 hours or less per day		40 GPD per seat		
Restaurant – using reusable service articles and operating more than 16 hours per day		60 GPD per seat		
Restaurant - using single service articles only and operating 16 hours or less per day		20 GPD per seat		
Restaurant – using single service articles only and operating more than 16 hours per day		35 GPD per seat		
Bar and Cocktail Lounge (add per pool table or video game)		20 GPD per seat (15 GPD per table or game)		
Drive-in restaurant		50 GPD per car space		
Carry-out only, including caterers: 1. floor space calculation + 2. employee calculation		1.50 GPD per 100 sq. ft + 8 GPD per employee per 8-hour shift		
Other: _____				
Totals for Existing Uses			Column Total	Column Total
Staff Use Only: Public Works & Utilities Review Performed By: _____ Date: _____ Notes: _____				

Potable Water and Sanitary Sewer Capacity Table – PROPOSED USE				
This form is used to develop an estimate of the capacity required by the proposed project				
Proposed Uses (Complete for all proposed uses)				
A = Type of Use List each use separately	B = Units (SF, DU, Population, Seat, etc.)	C = Calculation Method	D = Potable Water GPD	E = Sanitary Sewer GPD
			D = (B x C)	E = (B x C)
Commercial		175 GPD per 1,000 sq. ft.		
Office		150 GPD per 1,000 sq. ft.		
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Drive-in restaurant		50 GPD per car space		
Carry-out only, including caterers: 1. floor space calculation + 2. employee calculation		1.50 GPD per 100 sq. ft + 8 GPD per employee per 8-hour shift		
Other: _____				
Totals for Proposed Uses			Column Total	Column Total
Staff Use Only: Public Works & Utilities Review Performed By: _____ Date: _____ Notes: _____				