

# **ALTERNATIVE ROAD IMPACT FEES**



**PROCESS,  
PROCEDURES,  
AND  
REQUIREMENTS**

## **Orange County Alternative Road Impact Fees**

The Orange County Road Impact Fee program allows Orange County to charge new development occurring in the County an impact fee to replace roadway capacity utilized by such development. The initial Road Impact Fee Ordinance was adopted in 1986. On April 27, 2004, the Board of County Commissioners approved the latest update as Ordinance No. 2004-03.

Under the provisions in the Impact Fee Ordinance, an applicant wishing to contest the impact fee rates provided in the rate schedule may do so by entering into an Alternative Impact Fee (AIF) agreement with the Board of County Commissioners.

The following document outlines the process and requirements for AIF agreements. Included are the following items:

Process Flow Chart: The flow chart depicts the steps of the AIF process from the time the applicant submits intent to seek an alternative impact fee to final Board of County Commissioners approval.

General AIF Study Methodology: The typical study methodology is outlined in this section. The methodology presented in this section is only an example of the standard AIF Study methodology and may be slightly altered to accommodate special circumstances.

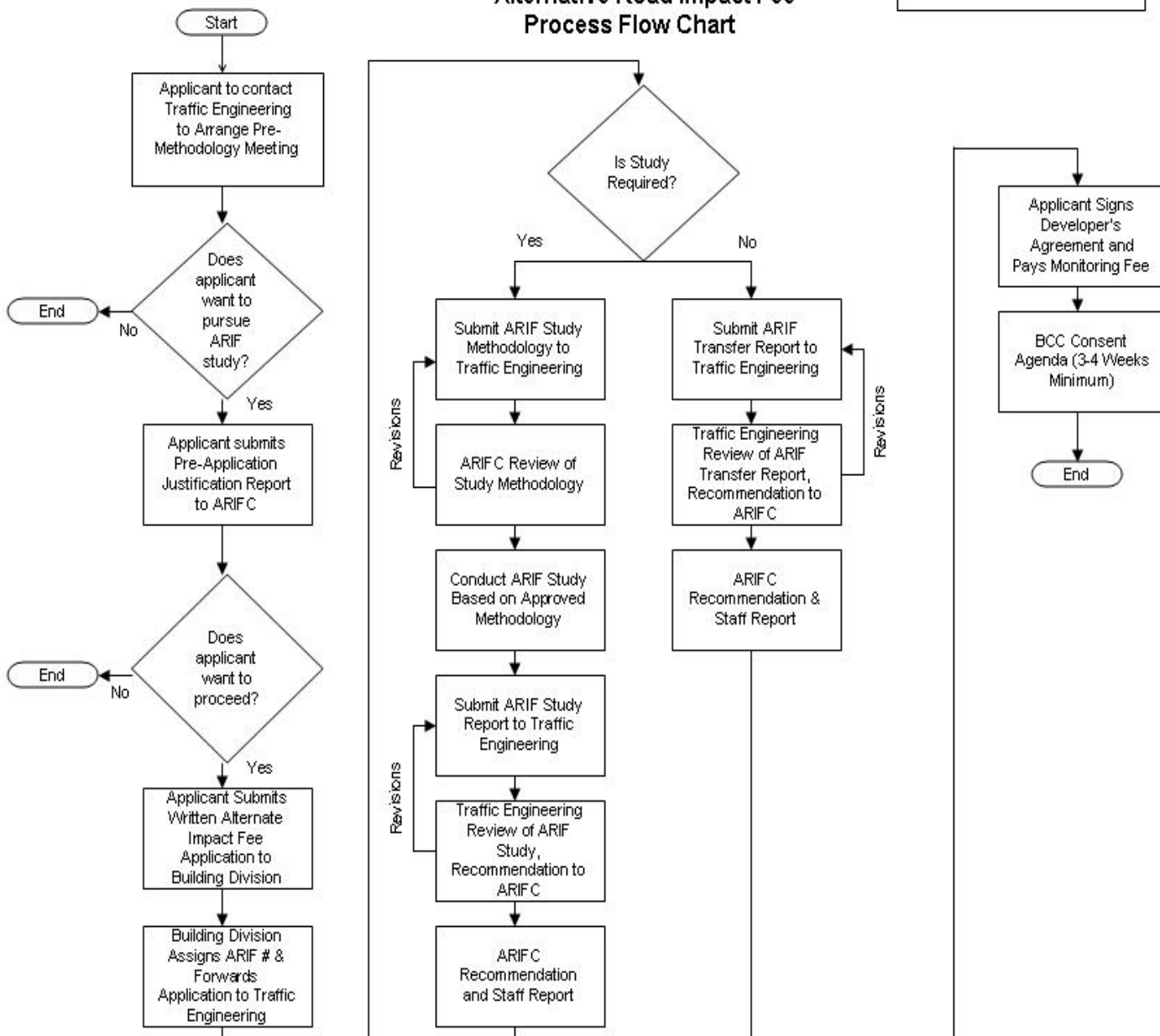
AIF Study Minimum Report Requirements: The AIF Study is the technical basis of the AIF agreement. This section outlines the minimum requirements for the reporting of an AIF Study. Additional information may be required depending on the circumstances of individual cases.

AIF Transfer Minimum Report Requirements: If an applicant intends to transfer an approved AIF study, the applicant is required to submit a letter/report justifying the transfer. The minimum requirements for such a document are outlined in this section. Additional information may be required depending on the circumstances of individual cases.

# **PROCESS FLOW CHART**

## Alternative Road Impact Fee Process Flow Chart

Note: ARIFC Meets twice a month



## **GENERAL METHODOLOGY**

## **Alternative Impact Fee Study General Methodology**

### Study Site:

- The applicant is required to identify at least one (1) site similar to the proposed development. The AIF study is conducted at this site following the guidelines below:

### Mechanical Traffic Counts:

- Mechanical Traffic Counters should be provided at ALL access connections of the study site. The count hoses should be in an acceptable configuration as to obtain reliable and acceptable traffic counts at the ingress/egress points of the site.
- The Mechanical Traffic Counters should provide a minimum of five weekdays of traffic data (i.e. from 12:00 am Monday to 12:00 am Saturday) totaling a minimum of 120 hours.

### Calibration Traffic Counts:

- Calibration Counts should be conducted for each mechanical traffic counter at the site. These counts consist of manual counts conducted by individuals observing the traffic entering and exiting the site at the locations where the mechanical traffic counters are collecting information.
- The Calibration Counts should be conducted for a minimum of four hours daily (from 2:00 p.m. to 6:00 p.m.), and for a minimum of five weekdays, totaling a minimum of 40 hours.

### Origin-Destination Surveys:

- Origin-Destination Surveys should be completed for a minimum of 25% of the vehicles entering the site during the daily survey period. This ensures an adequate statistical sample size for the survey.
- Origin Destination Surveys should be conducted for a minimum of four hours daily (from 2:00 p.m. to 6:00 p.m.) and for a minimum of five weekdays, totaling a minimum of 40 hours.

### Exceptions and Deviations:

- The methodology guidelines presented above may be amended to accommodate special circumstances. Exceptions, such as the need for manual counts due to shared driveways, etc., are evaluated on an individual basis and are agreed upon during the methodology approval process.

**MINIMUM REQUIREMENTS FOR  
ALTERNATIVE IMPACT FEE  
STUDY REPORT**

# **Alternative Impact Fee Study Minimum Report Requirements**

## **I. PROJECT SYNOPSIS**

## **II. PROPOSED PROJECT OVERVIEW**

- Subject Site Properties: Size, Land Use, Character, Neighborhood, Surrounding Transportation Facilities, Background Traffic ...
- Discussion of circumstances that qualify the subject for an Alternative Impact Fee study
- Location Map
- Site Plan/Map

## **III. STUDY SITE OVERVIEW**

- Study Site Properties: Size, Land Use, Character, Neighborhood, Surrounding Transportation Facilities, Background Traffic ...
- Comparative analysis and discussion of similarities to the subject site, including:
  - Merchandise, Service, Function ...
  - Surroundings, Environment
  - Hours of Operation
  - Any Other Pertinent Information
- Table Summarizing Comparative Analysis
- Location Map
- Site Plan/Map
- Counters/Surveyors Layout and Location Diagram

## **IV. DATA ANALYSIS: TRIP GENERATION**

- Summary Table of Machine Counts per Driveway (Daily)
- Summary Table of Machine Counts per Driveway (Survey Hours, 15 Minute Increments)
- Summary Table of Calibration Counts per Driveway (Survey Hours, 15 Minute Increments)
- Calibration Factor Calculation Table (Manual/Machine = Adjustment Factor, calculated for each driveway individually and shall not be less than 0.85)
- Trip Generation Calculation Based on the Following Formula:

$$TG = (\text{Total Adjusted Count} / 5) / (\text{Project Size})$$

- Comparison with Institute of Transportation Engineers' Trip Generation for Similar Land Use

## **V. DATA ANALYSIS: TRIP LENGTH**

- Table Summarizing the 25% Sample Size Calculation
- Summary Table of All Observed Origins Including Trip Lengths, Cumulative Trip Lengths, and Survey Form Numbers.
- Average Trip Length Calculation Based on the Following Formula:

$$\text{ATL} = \text{Cumulative Trip Length} / \# \text{ of Surveys}$$

- Comparison with Trip Length in Orange County's Impact Fee Ordinance

## **VI. DATA ANALYSIS: NEW TRIPS**

- Summary Table of All Observed O-D Pairs Including Trip Types and Survey #s
- New Trip Factor Calculation Based on the Following Formula:

$$\% \text{ New} = \# \text{ Primary Trip Surveys} / \text{Total} \# \text{ of Surveys}$$

- Comparison with New Trip Factor in Orange County's Impact Fee Ordinance

## **VII. ALTERNATIVE IMPACT FEE CALCULATION**

- Transportation Impact Fee Calculation per Results of the Alternative Impact Fee Study
- Transportation Impact Fee Calculation per Orange County Impact Fee Ordinance
- Comparison of Alternative Impact Fee and Standard Impact Fee

## **VIII. APPENDICES**

- Alternative Impact Fee Methodology Letter and Correspondences
- Machine Traffic Count Data
- Manual Traffic Count Data (Original Field Counts)
- Survey Forms (Individually Numbered, Organized by Survey Date and Trip Type)

## Orange County Alternative Impact Fee Sample Survey Form

Date: \_\_\_\_\_ Time: \_\_\_\_\_ PM Surveyor: \_\_\_\_\_

<<Greeting>>,

We are conducting a traffic study on behalf of PROPERTY NAME. We would appreciate your assistance by answering a few simple questions. Thank you for your cooperation and have a nice day.

1. Did you arrive here by car?     Yes         No

2. Are you the driver?             Yes         No

3. Where did your trip begin immediately prior to arriving here?  
(Address, Subdivision, Shopping Center, Intersection, etc.)

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4. Which roads did you use to arrive here? (List route choice)

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5. Where will you go after leaving here?  
(Address, Subdivision, Shopping Center, Intersection, etc.)

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Trip Type (P,D,C) \_\_\_\_\_

Trip Length (Miles) \_\_\_\_\_

**MINIMUM REQUIREMENTS FOR  
ALTERNATIVE IMPACT FEE  
TRANSFER REPORT**

# **Alternative Impact Fee Transfer Minimum Report Requirements**

## **I. PROJECT SYNOPSIS**

## **II. PROPOSED PROJECT OVERVIEW**

- Subject Site Properties: Size, Land Use, Character, Neighborhood, Surrounding Transportation Facilities, Background Traffic ...
- Discussion of circumstances that qualify the subject for an Alternative Impact Fee study
- Location Map
- Site Plan/Map

## **III. STUDY SITE OVERVIEW**

- Study Site Properties: Size, Land Use, Character, Neighborhood, Surrounding Transportation Facilities, Background Traffic ...
- Comparative analysis and discussion of similarities to the subject site, including:
  - Merchandise, Service, Function ...
  - Surroundings, Environment
  - Hours of Operation
  - Any Other Pertinent Information
- Table Summarizing Comparative Analysis
- Location Map
- Site Plan/Map

## **IV. ALTERNATIVE IMPACT FEE CALCULATION**

- Transportation Impact Fee Calculation per Results of the Alternative Impact Fee
- Transportation Impact Fee Calculation per Orange County Impact Fee Ordinance
- Comparison of Alternative Impact Fee and Standard Impact Fee

## **V. APPENDICES**

- Alternative Impact Fee Correspondences