

## 2024 TRAFFIC CONCURRENCY REVIEW APPLICATION

**APPLICATION NO(S)** \_\_\_\_\_ **Date** \_\_\_\_\_

**Project Name** \_\_\_\_\_

**Property Address/Location** \_\_\_\_\_

**Parcel Number(s)** \_\_\_\_\_

**Project Description** \_\_\_\_\_  
\_\_\_\_\_

### PROPERTY OWNER

Name:	Phone/Fax:
Address:	City/State/Zip:
Email:	Cell:
Signature:	

### APPLICANT (If different than Owner)

Name:	Phone/Fax:
Address:	City/State/Zip:
Email:	Cell:
Signature:	

**Type of Development permit to be applied for:**

- Commercial     
  Multifamily (MF)     
  Subdivision     
  Short Subdivision  
 Single Family (SF)     
  None (Feasibility only)     
  Other \_\_\_\_\_

**Approval for City to perform Concurrency analysis:**     Yes       No

**If NO: Applicant's Traffic Engineer must perform Concurrency analysis consistent with City procedures; however, the application fee remains the same.**

**Required Information – Application is incomplete and will be returned if not filled out.**

Gross Square Feet (Commercial) Existing \_\_\_\_\_ Proposed \_\_\_\_\_  
 Number of Dwelling Units Existing \_\_\_\_\_ Proposed \_\_\_\_\_  
 Number of Employees Existing \_\_\_\_\_ Proposed \_\_\_\_\_  
 Parcel size (acres or square footage) Existing \_\_\_\_\_ Proposed \_\_\_\_\_

Has the property previously been reviewed for concurrency? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If yes, date of original application \_\_\_\_\_ Concurrency Permit No: \_\_\_\_\_  
 Is this an amendment to an existing Concurrency Certificate? Yes \_\_\_\_\_ No \_\_\_\_\_  
 Will the project be phased? \_\_\_\_\_  
 Development Build-Out Year \_\_\_\_\_

**Note:**

- Commercial subdivisions and other projects constructed in phases shall be evaluated for concurrency as each phase is submitted for applicable development permits.
- Once the concurrency test result has been determined, any changes to the development project require additional review will be billed on an hourly basis.

Estimated Number of New Trip Generated by Project per Pre-application Summary: \_\_\_\_\_

If the applicant’s engineer has prepared a trip generation analysis, please provide the following. If not, staff will calculate the trip generation based on the above information.

Existing PM Peak Hour Trips (if applicable) \_\_\_\_\_  
 Proposed PM Peak Hour Trips \_\_\_\_\_  
 Net New PM Peak Hour Trips \_\_\_\_\_

**CONCURRENCY TEST EXPIRATION (FWRC 19.90)**

- A Concurrency Reserve Certificate (CRC) is valid until the underlying development permit expires, is withdrawn or cancelled, whichever occurs first. In that case, a new concurrency application would be required.
- A Concurrency Reserve Certificate is valid only for the specific development approval consistent with the development parameters and City file number within the CRC issued.
- A Concurrency Reserve Certificate (CRC) runs with the land, and cannot be transferred to a different parcel.

I have read the above information regarding expiration deadlines. I further understand that issuance of a concurrency certificate is not a guarantee that the City will issue a development permit or building permit.

\_\_\_\_\_  
 Property Owner/Agent Signature

\_\_\_\_\_  
 Date

***SUBMITTAL REQUIREMENTS – STAFF USE ONLY***

**Permit Submittal:** The following items are required for all applications:

- Completed and signed Concurrency Application
- Concurrency Application Fee paid (See Below)

Net New PM Peak Hour Trip	Less than 10	11 - 50	51 - 500	Greater than 500+
<b>2024 Application Fee</b>	\$2,188	\$6,278	\$11,484	\$18,409