

## **SPECIAL STUDY/TRAFFIC SCOPE DETERMINATION REQUEST**

A scoping meeting may be required to determine the parameters of the study and must have occurred prior to the Traffic Study being submitted to the Town and NCDOT for review. Preliminary Plan reviews, which include Engineering Studies, must be submitted concurrently.

E-mail this form and a Vicinity Map at **500' scale** to [DSintake@hollyspringsnc.gov](mailto:DSintake@hollyspringsnc.gov) for review. The Development Services Engineering Manager will determine if a special study is required. If required, a Scoping Meeting will be scheduled with NCDOT and Town representatives, as well as the applicant and the applicant's Transportation Engineer. Scoping meetings will be held via Teams.

**Do not submit a Sketch Plan (pre-submittal) Meeting request  
until you have had your scoping meeting or have been provided direction from staff.**

Project Name: \_\_\_\_\_

Project Address/PIN: \_\_\_\_\_

Firm preparing Traffic Study: \_\_\_\_\_

Firm working on the development project: \_\_\_\_\_

Anticipated Submittal Date: \_\_\_\_\_

General Inquiry Date: \_\_\_\_\_

☐ New Project    ☐ Updating Existing Traffic Study

### **Project Data:**

Development Land Use (provide corresponding ITE Code): \_\_\_\_\_

Type and number of Residential Dwelling Units: \_\_\_\_\_

Type and square footage of Non-Residential: \_\_\_\_\_

Trip Generation: Peak Hour: \_\_\_\_\_ Daily Vehicles: \_\_\_\_\_

Build Out Year: \_\_\_\_\_

Has NCDOT been contacted about this project?

☐ Yes    ☐ Not yet

Has NCDOT indicated a Traffic Study is Required?

☐ Yes, Required    ☐ No, Not Required    ☐ Not yet determined

For additional questions please contact [dsintake@hollyspringsnc.gov](mailto:dsintake@hollyspringsnc.gov)