**TRPA Project Impact Assessment Tool User Guidelines**

**Purpose**

The tool provides initial screening for all project types and more detailed analysis for residential, tourist accommodation unit, and public service projects. All non-screened commercial, recreation, and other projects will need to complete a more detailed transportation analysis.

**How to Use the Tool**

1. Go to [trpa.shinyapps.io/PIA\_Tool/](https://trpa.shinyapps.io/PIA_Tool/)
2. Read the disclaimer and instructions upon the website opening.
3. Using the map, zoom into your project area and click on the map to identify your project site location. You may utilize the GIS layers found on the top right of the screen to better understand the characteristics of your project location.
4. From the panel on the far left of the screen, select your project type from the dropdown “Select Project Type”.
5. Below the project type dropdown, enter the number of units for your project.
6. \*\*\*\* Mention protocol for redevelopment and mixed use projects \*\*\*\*
7. Observe the summary data in the boxes below the map.
8. If you plan to incorporate mitigations, select the available mitigation check boxes under “Select Mitigations”
9. Once you are finished entering your project data per the instructions above and you have reviewed the input data for accuracy, click the “Export to PDF” button to export your project analysis for incorporation into your TRPA permit packet.

**Tool Metadata**

*Residential VMT –* TRPA travel demand model 2018

*Trip lengths –* TRPA travel demand model, 2018

*Trip generation (non-residential projects) –* ITE, 2018

*Map GIS Layers -* TRPA

PIA Zones

Zone Average Residential VMT

Zone Average Trip Lengths

**Tool Calculations**

*Residential*

Project VMT = Zone VMT Per Resident \* Persons per Household \* Number of Proposed Units \* Low Income Factor - mitigations

*Non-Residential Projects*

ITE trip rates X trip lengths X project size

*Mixed -Use Projects*

*Redevelopment Projects*

**Tool Components**

*Mitigations ­*­– provide all of the research and data associated with the mitigations.

*Internal Trip Capture* – provide all of the research and data associated with the mitigations.

*Mixed-Use & Redevelopment Projects* – provide all of the research and data associated with the mitigations.

*Low Income* – provide all of the research and data associated with the mitigations.

**Additional Information**

The full tool code can be found on [github](https://github.com/trpa-reid/pia_tool_test/blob/master/app.R).

Link here to Michael’s guidelines and any other info we want to cite